



Shire of  
**Nannup**  
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# Agenda Attachments

Council Meeting to be held  
on Thursday 27 February 2020  
Commencing at 4.30pm

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## Attachment 3.1

18 February 2020

Ms. Rita Stallard  
61 East Nannup Road  
Nannup WA 6275

File Ref: ADM 17

Dear Ms. Stallard,

### **QUESTION – WHAT HAPPENS TO RECYCLE MATERIAL COLLECTED BY CLEANAWAY**

At the Electors meeting held on Thursday 16<sup>th</sup> January 2020 you posed a question as to what happens to recycle material collected by Cleanaway with particular concerns since the fire at its Perth Material Recovery Facility (MRF).

At this meeting I was unable to properly clarify exactly what happens to this material only that Cleanaway are contracted to provide this service and transport the recycle material to a suitable (MRF). Cleanaway's previously advised they are for the moment transporting recyclable material collected from Nannup to a Cleanaway MRF located in Albany.

The Shire of Nannup has implemented waste reduction and recycling programs aimed at reducing landfill and lengthening the life of the Waste Disposal Facility and continues to introduce cost effective methods that avoid placing recyclable material in the landfill. Residents are encouraged to separate materials suitable for recycling either at home or when disposing at the Waste Disposal Site.

Cleanaway collects co-mingled recyclable material placed in the yellow top bins that are placed out on the kerbside by residents for collection. Cleanaway also collect separated recycles placed in bins at the Waste Disposal Site.

Cleanaway advise that *“all co-mingled recycling collected by Cleanaway in the South West is sent to the Bunbury Recyclables Transfer Station, where it is placed into transfer trailers and sent to Cleanaway's Perth MRF Facility”* or for the moment the Albany MRF.

Cleanaway also advise that at *“the MRF a combination of automated machinery and manual sorters sort the recyclables into different streams to be baled. Once baled, the recyclables are transported to onshore recyclers or exported to be turned into new products and materials. Because Australia does not have a large manufacturing industry and therefore there is little demand locally for recyclables most of the recovered recyclables are sent overseas (except glass) to manufacturers and mills in China and South East Asia.*

*All recyclables are turned into raw products such as paper pulp, plastic flake or resins to be used in manufacturing new products. Cleanaway has a quality assurance program in*

*place for all entities that purchase our material. This includes giving us commitments that the product they are purchasing is being used for recycling*

*Since China limited the recyclables it would accept in 2018, there has been a sharp decline in demand for recyclables. This means that only high quality recyclable streams are able to be sold on the international market.*

For this reason, it is very important that residents only place acceptable recyclables in their recycling bin and do not contaminate the bin with items such as food or garden waste, textiles, nappies and soiled recyclables.

I hope this clarifies your queries in respect to “What happens to recyclables collected in Nannup”.

Please do not hesitate to contact me should you have any further enquiries.

Yours sincerely,

**Jonathan Jones**  
**Manager Infrastructure**

## Attachment 8.1



# Minutes

Thursday 23 January 2020 Ordinary Council Meeting

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# Minutes

**1. DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY / ANNOUNCEMENT OF VISITORS:**

The Shire President declared the meeting open at 4.30pm.

**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:**

**ATTENDANCE:**

Shire President: Cr A Dean

Councillors: C Buckland, C Brown, V Corlett, V Hansen and C Stevenson, P Fraser.

David Taylor – Chief Executive Officer  
Jon Jones – Manager Infrastructure

**APOLOGIES:**

Cr Robin Mellema – Deputy Shire President  
Tracie Bishop – Manager Corporate Services  
Jane Buckland – Development Services Officer

**VISITORS:**

Ian Gibb, Beth Crouch, Michael Loveland.

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

Nil.

**4. PUBLIC QUESTION TIME:**

**Mrs Beth Crouch, Cundinup South Road**

**Q.1** My mother is a resident in the Nannup hospital. Is Council aware that the hospital is running on one doctor currently? There is not a doctor that visits the Nannup Hospital that is able to visit the patients on the ward. If hospital residents need to see a doctor, they need to consult a doctor via a video link up in the Emergency Department. Can the Nannup Council do anything about this situation?

- A 1** Shire President responded that he was not aware of the situation at the hospital. Shire President stated that the Chief Executive Officer would write letters to relevant agencies in regards to the availability of a doctor at the Nannup District Hospital.

**Mr Michael Loveland – Grange Road**

Mr Michael Loveland of Grange Road did not ask a question of Council but made a brief statement about his wish for a Christian education centre to be established in Nannup.

**5. APPLICATIONS FOR LEAVE OF ABSENCE:**

Nil

**6. PETITIONS/DEPUTATIONS/PRESENTATIONS:**

Nil.

**7. DECLARATIONS OF INTEREST:**

Cr Brown declared a proximity interest in item 12.9: That Council write a letter of support to the BigN in their application for external funding to develop an App to support Nannup tourism. Cr Brown is a committee member of the BigN.

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

***20001 BUCKLAND/HANSEN***

**8.1 November 2019 Ordinary Council Meeting**

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 28 November 2019 be confirmed as a true and correct record.

**8.2 December 2019 Special Council Meeting**

That the Minutes of the Special Council Meeting of the Shire of Nannup held in Council Chambers on 18 December 2019 be confirmed as a true and correct record.

***8.1 and 8.2 were passed en bloc  
CARRIED (7/0)***

**9. MINUTES OF COUNCIL COMMITTEES:**

**9.1 20002 STEVENSON/BUCKLAND**

*That the Minutes of the Shire of Nannup Local Drug Action Group Committee meeting held 4 December 2019 be received.*

**CARRIED (7/0)**

**9.2 20003 CORLETT/STEVENSON**

*That the Minutes of the Shire of Nannup Audit Advisory Committee meeting held 18 December 2019 be confirmed as a true and correct record.*

**CARRIED (7/0)**

**10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:**

Nil.

**11. REPORTS BY MEMBERS ATTENDING COMMITTEES:**

<b>Date</b>	<b>Meeting</b>	<b>Councillor</b>
18/12	Audit Committee	Fraser, Stevenson, Dean
6/01	Tourism Committee	Fraser, Stevenson, Brown, Dean

AGENDA NUMBER:	12.1
SUBJECT:	Delegated Planning Decisions for November & December 2019
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:	7 January 2020
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 November & December 2019 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 November & December 2019, six (6) 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 November & December 2019 compared to November & December 2018:

	<b>November &amp; December 2018</b>	<b>November &amp; December 2019</b>
<b>Delegated Decisions</b>	5 (\$72,000)	6 (\$129,500)
<b>Council Decisions</b>	1 (\$14,000)	0
<b>Total</b>	<b>6 (\$86,000)</b>	<b>6 (\$129,500)</b>

100% of all approvals issued in the months of November & December were completed within the statutory timeframes of either 60 or 90 days.

**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 November & December 2019 as per Attachment 12.1.1.

**20004 BUCKLAND/HANSEN**

***That Council receives the report on Delegated Development Approvals for November & December 2019 as per Attachment 12.1.1.***

***CARRIED (7/0)***

AGENDA NUMBER:	12.2
SUBJECT:	Draft Local Planning Policy No. 3 – Sea Containers: Submitted for consent to publicly advertise
LOCATION/ADDRESS:	Applies throughout the district
NAME OF APPLICANT:	
FILE REFERENCE:	ADM9
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:	10 January 2020
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.2.1 - Draft Local Planning Policy No. 3 Sea Containers 12.2.2 - Extract from <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>

## **BACKGROUND:**

The purpose of this report is to seek Council support to publicly advertise a draft planning policy relating to sea containers.

The Shire does not have a Local Planning Policy on sea containers. The local government has recognised the need to develop a sea containers policy to provide increased guidance to the Council, the Shire administration, landowners and applicants and assist in more consistent decision making from the local government. The draft policy, outlined in Attachment 12.2.1, is intended to generate community discussion and, in time, provide clearer guidelines for assessing Development Applications.

The lack of a sea containers policy means there is limited guidance for the community or applicants as to what uses of sea containers are supported or not supported. There is also an associated lack of guidance for the local government in determining Development Applications. Currently, there are some generic clauses in the *Shire of Nannup Local Planning Scheme No. 3* relating to matters such as amenity.

Various sea containers will not require development approval or a Building Permit such as if they are short term or are associated with construction of a dwelling or other approved development.



Based on the experiences in other local government authorities, sea containers that are inappropriately located, adapted or used can create issues including:

- adverse impacts on the visual character of streets and neighbourhoods;
- when sea containers are sited in visually prominent locations, there is greater potential for adverse impacts on the landscape;
- sea containers are usually bland metal clad structures devoid of architectural features such as windows, verandahs, etc.; and
- the use of sea containers for illegal commercial or industrial use may result in adverse noise, traffic and visual impacts for neighbours and the locality.

Attachment 12.2.2 provides an extract from the *Planning and Development (Local Planning Schemes) Regulations 2015*. The 'deemed provisions' in the Regulations replace relevant clauses in Local Planning Schemes. The Regulations require draft local planning policies to be publicly advertised for at least 21 days.

#### **COMMENT:**

The draft local planning policy (Attachment 12.2.1) seeks to balance the provision of legitimate and appropriate sea containers, while minimising the adverse impacts of sea containers on the amenity of a locality. It is recognised that households and businesses have varying needs for storage and associated uses. Inappropriately located and/or adapted sea containers can however create amenity and other impacts.

As outlined in Attachment 1, the objectives of the draft policy are:

1. Regulate the use of sea containers within the Shire of Nannup so as to ensure that they do not detract from the amenity of the area.
2. Allow for temporary controlled use of sea containers for storage and during building construction.
3. Outline Council's development standards in regard to the location and use of sea containers within the municipality.
4. Provide increased certainty for landowners, the community and others and to assist in providing greater consistency in decision making by the local government.

The draft Policy sets out that no development approval or Building Permit are required, subject to conditions:

- for temporary storage of one (1) sea container on a lot in all zones for up to three (3) months;
- for multiple sea containers, on lots zoned Industry, Agriculture, Agriculture Priority 1 and Agriculture Priority 2 zones, for up to 3 months; and
- to store building materials while construction of an approved dwelling, approved commercial building, or other approved building is being carried out on the property, in all zones.

A Development Application is required for permanent sea containers for storage purposes and for sea containers used for habitation purposes (permanent or temporary).

The number of permanent sea container/s per property is at the discretion of the local government.

The draft policy is considered appropriate to be publicly advertised for community and stakeholder comment. If Council agrees, submissions will be invited using various methods. Public advertising of the draft policy will assist to draw out comment from the community and stakeholders. It is proposed to consult widely for a six-week period by the Shire administration writing to and inviting comments from a wide range of stakeholders and government agencies, placing public notices and details in local papers on multiple occasions, placing details on the Shire of Nannup website, on the Shire's Facebook page and information being available at the Shire office.

The goal of the draft policy is to encourage community and stakeholder debate and to seek the receipt of submissions. Following the close of the consultation period, the Council and the Shire administration will consider the submissions and determine whether the draft policy is suitable for final adoption or whether it should be modified. Alternatively, the Council may determine to not proceed with the policy.

The objective is to finalise a policy which will assist in increasing certainty for everyone with an interest in this issue and which will provide increased guidance to Council and the Shire administration in assessing Development Applications.

#### **STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015 and the Shire of Nannup Local Planning Scheme No. 3.* The Regulations require local planning policies to be advertised for at least 21 days.

#### **POLICY IMPLICATIONS:**

Local planning policies are non-statutory documents which provide guidance to assist the local government in its decision making. Accordingly, the local government is not bound by the policy but is required to have regard to the policy in determining Development Applications.

Subject to Council's resolution, the Shire administration will publicly advertise the draft policy to the community and stakeholders.

#### **FINANCIAL IMPLICATIONS:**

There are costs to the Shire in advertising the draft policy.

## **STRATEGIC IMPLICATIONS:**

The policy, if adopted, will assist the decision-making of the local government, inform applicants/landowners of Council requirements and raise community and stakeholder awareness.

A finalised sea containers policy is expected to have minimal economic impacts given various sea containers do not require development approval or a Building Permit. Further, the draft policy seeks to balance household and business requirements subject to suitably addressing amenity and associated considerations.

## **RECOMMENDATION:**

That Council:

1. Support the public release of draft *Local Planning Policy 3 - Sea Containers* outlined in Attachment 12.2.1 and require the draft policy to be publicly advertised in accordance with the requirements set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* with an increased advertising period of six weeks.
2. Reconsider draft *Local Planning Policy 3 - Sea Containers* following the close of the public submission period and determine whether or not to adopt the policy with or without modification, or to not proceed with the policy.

## **20005 STEVENSON/BUCKLAND**

***That Council:***

1. ***Support the public release of draft Local Planning Policy 3 - Sea Containers outlined in Attachment 12.2.1 and require the draft policy to be publicly advertised in accordance with the requirements set out in the Planning and Development (Local Planning Schemes) Regulations 2015 with an increased advertising period of six weeks.***
2. ***Reconsider draft Local Planning Policy 3 - Sea Containers following the close of the public submission period and determine whether or not to adopt the policy with or without modification, or to not proceed with the policy.***

**CARRIED (7/0)**

AGENDA NUMBER:	12.3
SUBJECT:	Accept the Community Storage Shed fee structure not change
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ASS 5
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	17 January 2020
ATTACHMENT:	12.3.1 - Community Shed MOU 12.3.2 - Community Shed – Equipment Hire Form

### **BACKGROUND:**

The Community Storage Sheds are located on Kearney Street on the Depot Site and the Memorandum of Understanding has been in place from 1 July 2014 to 30 June 2019. The facility is owned by the Shire of Nannup and the tenants include the Youth Advisory Council, Nannup Music Club, Nannup Garden Village and the Nannup Arts Council. There is a shed allocated for the Community Bus as well as a shed space housing hire equipment available to the broader community.

The annual contribution noted in the Memorandum of Understanding is \$200 plus GST to cover the maintenance, building insurance, ant and annual termite inspections, baiting program for vermin, power, cleaning gutters and repairing/replacing keys and locks. The Community Bus, Community Hire Storage and YAC shed are exempt from fees.

In April 2019 it was noted in the Community Shed Meeting minutes that council had agreed to increase the fees and charges in the 2018/2019 budget to \$500 per year and a new Memorandum of Understanding be developed to reciprocate this. The group has identified that these charges are not viable.

Council has provided a breakdown of costs attributed to Community Sheds for 2018/19 as:

- Maintenance \$1,000
- Depreciation \$3,285
- Utilities \$ 880
- Insurance \$1,276
- Total \$6,441

The group discussed that the increase in fees were too high, given the actual costs incurred. It was raised that Council currently uses the marquees and other equipment for the Shire run events free of charge. The decision from the Community Storage Shed committee is if the fees are increased to \$500 per group, which is beyond the means of each community group, then Council will be charged hire of equipment for their events. The committee agreed that they could afford an increase of \$100 to come to an annual fee of \$300. This same point was raised at the meeting in October 2019.

The original \$500 took into account the above costs. It is noted that the community sheds are on the disposable asset list. There is a question around the inclusion of depreciation being relevant. The Utilities breakdown is disputed, as users only have minimal electricity use age when accessing the sheds, this is not a regular occurrence.

**COMMENT:**

As the equipment in the Community Storage Shed is an asset in enabling activation of community events in Nannup, offering affordable hire options for the broader community, Council agree to only increase the fee charges for the occupants by \$100 each.

The cost to Council, in the hiring of the equipment for Shire run events such as Family Fun Day and Australia Day will be over and above the excess of funds raised through the tenancy increase.

For example, the Hire of the Stretch tent from the community shed at a commercial rate is \$400 per event. The cost of the other equipment for the two events would be over and above funds recouped from the increased fees (please refer to the Equipment Hire Form).

**STATUTORY ENVIRONMENT:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

### **FINANCIAL IMPLICATIONS:**

Our current budget originally included a charge of \$500 per group, we are suggesting the charges only increase by \$100, this will impact the budget by \$200 per group. The total cost is an \$800 loss to budget.

If council were to increase the fees to \$500, for example the extra hire cost could be an amount in excess of \$1200 for the Family Fun Day and an amount in excess of \$900 for Australia Day.

### **STRATEGIC IMPLICATIONS:**

Our Community Leadership; we listen to our community leaders

- To listen and partner with our community leaders and all our diverse groups
- To have united community groups working together

### **RECOMMENDATIONS:**

1. That Council agree to impose a \$300 charge per shed, an increase in the hire fee for the Shed tenancy by only \$100.
2. That Council approve the Chief Executive Officer to negotiate amendments to the expired Memorandum of Understanding.
3. That Council approve the Chief Executive Officer, in liaison with the Shire President, to enter in to the newly negotiated Memorandum of Understanding for a period of up to 5 years.

### **20006 BUCKLAND/HANSEN**

1. *That Council agree to impose a \$300 charge per shed, an increase in the hire fee for the Shed tenancy by only \$100.*
2. *That Council approve the Chief Executive Officer to negotiate amendments to the expired Memorandum of Understanding.*
3. *That Council approve the Chief Executive Officer, in liaison with the Shire President, to enter in to the newly negotiated Memorandum of Understanding for a period of up to 5 years.*

**CARRIED (7/0)**

AGENDA NUMBER:	12.4
SUBJECT:	Establishment of a Youth Advisory Reserve Account
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC 2
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	6 January 2020
ATTACHMENTS:	Nil

### **BACKGROUND:**

Section 6.2(4)(e) of the Local Government Act 1995 (The Act) stipulates that a Local Government is to include within its Annual Budget:

*details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;*

Further, Section 6.11 stipulates that a Local Government is to:

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.*
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.*

### **COMMENT:**

Within the 2018/19 financial year, a new Reserve was established to support Youth Activities. This reserve has been financed by funds already amassed through youth projects that was currently included within the Municipal fund. It was decided that in order to achieve greater transparency these funds would be segregated into a separate reserve account so that the funds would not be possibly include within general revenue at some point in time. The establishment of the reserve account was a topic of discussion included within Budget workshops completed in the lead up to the adoption of the annual budget however actual detail of this reserve were not included within the Annual Budget adoption.

Therefore, in order to ensure that the above sections of The Act are complied with it is required that Council endorses these actions post the Reserve account being established.

**STATUTORY ENVIRONMENT:**

Sections 6.2(4)(e) and 6.11 of the Local Government Act 1995

**POLICY IMPLICATIONS:**

Nil.

**SUSTAINABLE IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

Nil – funds are already held within this Reserve account. Funds were established through fund raising opportunities by the Youth Advisory Group over many years and required no financial input from Council.

**SOCIAL IMPLICATIONS:**

Establishment of a reserve for future youth projects should be seen as a positive social impact from community.

**ENVIRONMENTAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Our Youth

Our youth are important and we will focus our energy to give them reasons to stay in Nannup (or come back).



**RECOMMENDATION:**

That Council; acknowledges that a new Reserve for Youth Activities has been established.

**20007 STEVENSON/BROWN**

***That Council acknowledges that a new Reserve for Youth Activities has been established.***

***CARRIED (7/0)  
CARRIED BY ABSOLUTE MAJORITY***

AGENDA NUMBER:	12.5
SUBJECT:	Budget Monitoring – November 2019
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC 15
AUTHOR:	Susan Fitchat – Corporate Services Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	14 January 2020
ATTACHMENT:	12.5.1 – Financial Statements for the period ending 30 November 2019

**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 12.5.1.

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 outcome 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 periods ending 30 November 2019 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 2019/20.

**STRATEGIC IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

Monthly Financial Statements for the period ending 30 November 2019 be received.

***20008 STEVENSON/BUCKLAND***

***Monthly Financial Statements for the period ending 30 November 2019 be received.***

***CARRIED (7/0)***

AGENDA NUMBER:	12.6
SUBJECT:	Monthly Accounts for Payment - November 2019
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC 8
AUTHOR:	Susan Fitchat - Corporate Services Coordinator
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT	10 January 2020
ATTACHMENT:	12.6.1 – Accounts for Payment – November 2019

**BACKGROUND:**

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 November 2019 to 30 November 2019 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 two corporate credit cards 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	12080 - 12151	174,270.62
Accounts paid by cheque	20424 – 20429	2,361.40
Accounts paid by Direct Debit	DD10637.1 – DD10641.8	52,225.71
<i>Sub Total Municipal Account</i>		\$228,857.73

**Trust Account**

Accounts paid by EFT	0.00
Transfer to Muni Admin fees	8.25
Accounts Paid by cheque	0.00
<i>Sub Total Trust Account</i>	8.25

**Total Payments**

**\$228,865.98**

**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 \$228,865.98 1 November 2019 to 30 November 2019 in the attached schedule(s) be endorsed.

***20009 FRASER/BUCKLAND***

***That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$228,865.98 1 November 2019 to 30 November 2019 in the attached schedule(s) be endorsed.***

***CARRIED (7/0)***

**20010 BUCKLAND/FRASER**

***That Standing Orders be suspended.***

***CARRIED (7/0)***

**20011 BROWN/BUCKLAND**

***That Standing Orders be resumed.***

***CARRIED (7/0)***

AGENDA NUMBER:	12.7
SUBJECT:	Nannup Waste Disposal Site Operation and Plant Purchase
LOCATION/ADDRESS:	Beggars Road Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	HLT 8
AUTHOR:	Jonathan Jones – Manager Infrastructure
REPORTING OFFICER:	Jonathan Jones – Manager Infrastructure
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	13 January 2020
ATTACHMENT:	12.7.1 - DRAFT Waste Disposal Facility Operation October 2018 to September 2019 - Study

**BACKGROUND:**

In September 2018 Council determined that it would be in the best interests of the shire to operate and maintain the Nannup Waste Disposal Facility itself allowing the shire to utilise funds to support its own staff and plant, gain insight into the operation of the facility and directly gather waste stream data.

The Works Department took over operation of the facility in October 2018 and has been operating the facility since then.

The officer was able to gather information in respect to waste stream data and the operation of the site allowing the completion of a study document which was presented to Council for consideration in November 2019.

The study outlined the past year's operation of the site, types and quantity of waste brought to site, materials separated and recycled, the quantity of fill required for burial of waste to landfill and operational advantages and disadvantages.

The objective of this study was to alert Council to the existing situation, issues and potential costs surrounding the continued operation of the Nannup Waste Disposal Site

and to offer guidance in the decision making process that would allow the continued operation of the site into the foreseeable future.

Council was asked to review and discuss the Shire of Nannup “Draft Waste Disposal Facility Operation October 2018 to September 2019 Study” and invited to provide feedback to the officer.

#### **COMMENT:**

Within the study document six options were outlined discussing the advantages, disadvantages and potential costs for each option.

1. Maintain the Status Quo and operate on existing footprint with no compaction.  
Although the cheapest option initially, this will substantially increase in cost due to the eventual requirement to pay for and transport the full requirement of fill with no option for compaction.
2. Maintain the Status Quo and Introduce Onsite Waste Compaction by contract.  
Subjects the shire to Contractor and Contract Plant availability and potential hire rate increases.
3. Clear the adjacent bushland within the Waste Reserve to gain extra fill and therefore disposal space.  
Requires several strict and potentially expensive compliance changes and requires the site be licensed. We may not be successful with our application? We would be required to construct costly lined waste cells (Cost unknown at this time) and water quality testing would be required with the risk of noncompliance in respect to water movement out of the site. To enable effective use of the cell space and use of resulting fill it would still be necessary to purchase plant with landfill compaction capability.
4. Transfer Waste off the Site via Compaction Truck.  
Most expensive option to implement, service and operate though there would be huge environmental gains and future proofing.
5. Maintain Status Quo with the Introduction of Shire owned machine with compaction capability.  
Probably the most cost effective and advantageous option as the site still has plenty of airspace and the shire can continue to utilise its own staff and would continue to fully control maintenance of the site. Purchase of a suitable machine with compaction capability will reduce the requirement for earth fill by as much as 50%. A suitable Trackscavator type machine can be utilised for other aspects of shire works such as firebreak maintenance and gravel extraction.

This option would not be subject to the whims of contractors and the site will remain DWER compliant.

The cost to purchase a suitable machine is \$353,850 excluding GST.

The per annum Waste Disposal Site operating costs will be an estimated \$198,000.

6. Operate Waste Site Wholly as a Contract

A proper cost analysis has not been carried out but conversation with suitable contractors has indicated an estimated \$200,000 per annum minimum with 25% of the cost largely due to the requirement to provide fill to site.

Feedback from Council indicated to the officer that Option 5 or 6 would probably be the preferred option.

Option 5. would continue to allow the shire to operate the site utilising its own staff and resources and maintain direct control over operations at the site.

The adoption of Option 5 would require the purchase of suitable plant such as a Trackscavator to allow burial of waste to landfill with compaction. The quoted cost to purchase this machine is \$353,850 excluding GST. Council has allowed sufficient funds within the 2019/2020 Financial Year budget for the outright purchase of this plant.

Option 6. A Contracted Operation of the site would continue to allow the compliant operation of the site at a fixed cost under contract. Disadvantages of operating the site under contract would be the loss of funds to contract as against supporting our own staff and plant, loss of full operating control on site and possibly subject to the whims of the contractor. As outlined above indications are that this cost could be in the region of \$200,000 per annum. If Council determined this as the preferred option suitable contract terms would need to be determined and the contract advertised as a Tender.

**STATUTORY ENVIRONMENT:**

- Nannup Waste Disposal Site - Department Environment Regulation (DWER) Registration R1594/2004/1
- Environmental Protection Act 1986
- Environmental Protection Act 1986 Compliance and Regulation
- Environmental Protection Regulations 1987
- Environmental Protection (Rural Landfill) Regulation 2002
- Landfill Waste Classification and Waste Definitions 1996
- Environmental Protection (Controlled Waste) Regulations 2004
- Ozone Protection and Synthetic Greenhouse Gas Management Act 1989
- Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995
- Health (Asbestos) Regulations 1992
- Waste Avoidance and Resource Recovery Act 2007
- Local Government Act 1995



**POLICY IMPLICATIONS:**

ADM 4 Purchasing.

**FINANCIAL IMPLICATIONS:**

Option 5 The quoted cost to purchase a suitable machine is \$353,850 (excluding GST).

The per annum Waste Disposal Site operating costs will be an estimated \$198,000.

Option 6 Contract operation of the waste disposal site is indicated to be in the region of \$200,000 per annum.

**STRATEGIC IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

That Council:

1. Adopts Option 5: Maintain Status Quo with the Introduction of Shire owned machine with compaction capability (Trackscavator) and utilises its own staff and resources and maintain direct control over operations at the waste disposal site.
2. That the purchase of a suitable Trackscavator be completed through the utilisation of a loan from the Western Australian Treasury Corporation as incorporated and adopted in the 2019/2020 Annual Budget.

**20012 STEVENSON/HANSEN**

***That Council:***

1. ***Adopts Option 5: Maintain Status Quo with the Introduction of Shire owned machine with compaction capability (Trackscavator) and utilises its own staff and resources and maintain direct control over operations at the waste disposal site.***
2. ***That the purchase of a suitable Trackscavator be completed through the utilisation of a loan from the Western Australian Treasury Corporation as incorporated and adopted in the 2019/2020 Annual Budget.***

**CARRIED (7/0)**

AGENDA NUMBER:	12.8
SUBJECT:	Fees and Charges Amendment - Hire of Temporary Fencing
LOCATION/ADDRESS:	Whole of Shire
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 30
AUTHOR:	Jonathan Jones – Manager Infrastructure
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	16 January 2020
ATTACHMENT:	12.8.1 - Fees and Charges 2019/20 12.8.2 – Community Sheds MOU

### **BACKGROUND:**

Stored at the Shire Kearney Street Depot and available for hire as per the Councils Fees and Charges are 157 panels or an estimated 300 metres of Temporary Fencing with supporting feet.

Hire of the fencing is based on a linear metre per week basis with a bond that is returned once the panels are brought back in good order.

Current hire costs as below:

Bond Per Hire \$525.00 including GST

For Other Local Governments for Extended Periods Only Per Metre/Week \$20.00 including GST

Erected & Dismantled within Nannup Town site Per Metre/Week \$20.00 including GST.

The current hire rate was calculated based on past shire labour rates and time taken to install and dismantle.

Feedback from those who have enquired about hiring our fencing have advised it is cheaper to hire this type of fencing from other hire businesses. This occurred last year for the Music Festival where the Organisers chose to source the required fencing through another supplier.

In addition, minutes of the Community Sheds Meeting Group held 9<sup>th</sup> April 2019 discuss the hire of the fencing and state *“given that the fencing was purchased in part with community group funds it was felt that hire should be complimentary to stakeholder groups on the proviso that the fencing is picked up, installed, dismantled and returned to the depot in good condition by the community group”*. As an Action the minute’s record *“Community Sheds Group to discuss temporary fencing hire when negotiating the MOU (MOU between the Shire of Nannup and User Groups of the Nannup Community Sheds) with Council”*.

Other than the enquiry from the Music Festival Organisers no other Community Group or entity has hired the fencing for at least two years.

Enquiries with a private Temporary Fencing Hirer have determined a rate of \$14.66 per metre inclusive of GST. Each fencing panel is 2.4 metres in length. The fencing hire rate includes transport to and from site, erection and takedown with no bond required to be paid.

#### **COMMENT:**

Due to the current lack of interest by the public in hiring our Temporary Fencing, officers suggest that Council revisit the hire terms, cost to hire and bond imposed with the view to dry hiring the fencing and reducing the hire and bond charge therefore making the hire of the fencing more attractive.

It is suggested that the person/s or group hiring pick up, transport, install and dismantle the fencing themselves and propose a reduced rate of \$5.50 including GST (\$2.29 per metre) be charged per panel with a bond of \$250.00 applying regardless of the number of panels hired and that terms of hire is only to those persons, groups or organisations within the boundaries of the Shire of Nannup and for use within the Shire of Nannup.

The Local Government Act 1995 Part 6 Division 5 Subdivision 2 allows Local government to give notice of fees and charges, stating

*“If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of — “*

*(a) Its intention to do so; and*

*(b) The date from which it is proposed the fees or charges will be imposed*

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

Part 6 Division 5 Subdivision 2

6.16 Imposition of fees and charges (3)

6.17 Setting level of fees and charges

6.19 Local government to give notice of fees and charges (a) & (b)

#### **POLICY IMPLICATIONS:**

Nil.

#### **FINANCIAL IMPLICATIONS:**

Financial Year Fees and Charges 2019 2020 and 2020 2021

#### **STRATEGIC IMPLICATIONS:**

5.1 Listen – Support existing and emerging community groups

**RECOMMENDATION:**

That Council:

1. Allow dry hire of the Temporary Fencing to person/s groups or organisation/s only within the boundaries of the Shire of Nannup with those person/s groups or organisations picking up, transporting, installing and dismantling the fencing themselves.
2. Allow hire of the Shires Temporary Fencing at a reduced rate of \$5.50 per panel inclusive of GST (\$2.29 per metre) with a bond of \$250.00 and subject to the Local Government Act 1995 this fee to become effective immediately.

**20013 HANSEN/BUCKLAND**

**That Council:**

1. ***Allow dry hire of the Temporary Fencing to person/s groups or organisation/s only within the boundaries of the Shire of Nannup with those person/s groups or organisations picking up, transporting, installing and dismantling the fencing themselves.***
2. ***Allow hire of the Shires Temporary Fencing at a reduced rate of \$5.50 per panel inclusive of GST (\$2.29 per metre) with a bond of \$250.00 and subject to the Local Government Act 1995 this fee to become effective immediately.***

**NOT CARRIED (0/7)**

***Council asked that agenda item 12.8 - Fees and Charges Amendment - Hire of Temporary Fencing be resubmitted to Council for consideration after a time frame per hire is incorporated in to Officer recommendation.***

AGENDA NUMBER:	12.9
SUBJECT:	That Council write a letter of support to the BigN in their application for external funding to develop an App to support Nannup tourism.
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 32
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	23 January 2020
ATTACHMENT:	12.9.1 – Draft Letter of Support

**BACKGROUND:**

The BigN are wanting to develop an App to support tourism in Nannup and are looking to the Shire for in-principle support in order to strengthen their external funding applications. They are not looking for Shire funds, simply a letter of support.

The proposed project is to use the software from Margaret River Find the Fun App and develop Nannup centric content and expand the area to as far as Walpole to capture the whole of the Bibbulmun Track and The Munda Bididi Trails.

One of the key features of the application is the offline locator and maps that can be used without internet coverage. The application can be self-sustainable as it has the capacity to generate income through business advertising. Businesses manage their own content.

**COMMENT:**

The Find the Fun App is a tourism initiative that can support visitor servicing. It will be driven by the Nannup Business Initiative Group (BigN). The letter of support will indicate in principle support of the project. Please refer to the draft letter attached.

**STATUTORY ENVIRONMENT:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

Nil.

**STRATEGIC IMPLICATIONS:**

Our Economy

- We will have a sustainable, innovative and equitable economy
- Working together to attract people to our amazing Shire

**RECOMMENDATIONS:**

That Council approve the attached letter of support to the BigN.

***20014 HANSEN/STEVENSON***

***That Council approve the attached letter of support to the BigN.***

***CARRIED (7/0)***

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

Nil.

**13.1 OFFICERS**

**13.2 ELECTED MEMBERS**

**14. MEETING CLOSED TO THE PUBLIC**

(Confidential Items)

Nil.

**14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

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

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

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 5.16pm.

Attachment 9.1



Shire of  
**Nannup**  
rest • connect • grow

# ***Shire of Nannup***

## **Bush Fire Advisory Committee Meeting**

Committee Meeting held  
Monday 3rd February 2020  
at 7.00pm in Council Chambers  
at the Nannup Shire Office



1. **DECLARATION OF OPENING**

(CS) declared BFAC meeting open at 7:03pm (1903hrs)

2. **RECORD OF ATTENDANCE/APOLOGIES**

Attendees

(CS) Catherine Stevenson (Chair) - Councillor  
(RM) Robin Mellema – Chief Bush FCO  
(AK) Ashley Kidd – Deputy Chief BFCO  
(JP) John Patman - DCBFCO  
(MS) Mark Scott – Balingup Road FCO  
(IW) Ian Wishart – Carlotta FCO  
(GB) Gerald Brown – Cundinup FCO  
(VL) Vic Lorkiewicz – East Nannup FCO  
(CC) Carey Curtis – Nannup Brook FCO (arrived 7:08pm)  
(PL) Paul Lamers – North Nannup FCO  
(AMc) Andrew McNab – Scott River FCO  
(PF) Patricia Fraser – Councillor  
(PT) Peter Thomas – DFES District Officer Capes  
(JJ) Jonathan Jones – Infrastructure Manager  
(RB) Rob Bootsma – CESM  
(TB) Tracie Bishop – Acting CEO  
(MV) Mike Vasey – North Nannup Deputy FCO  
(DS) Darrel Skey – North Nannup Logistics Officer  
(HH) Helen Holzheuer – DBCA  
(JB) Jeffrey Bennett – DBCA Donnelly  
(EH) Ed Hatherley – DBCA Blackwood  
(GH) Greg Hodgson – FPC

Apologies

(SM) Steve Mulvaney – Darradup FCO  
(JG) John Gaunt – Peerabeelup FCO  
(JT) John Taylor – CEO

3. **PETITIONS/DEPUTATIONS/PRESENTATIONS**

**Motion**

**“John Patman was appointed the Darradup FCO while Steve Mulvaney is absent from FCO duties until the Darradup BFB AGM in May.”**

**Moved: Robin Mellema**

**CARRIED**

**Seconded: Ashley Kidd**

(CS) said all thoughts are with Steve Mulvaney as he focuses on a family health issue.

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

(CS) requested confirmation that the previous meeting minutes were a true and correct record.

**Motion**

**“The Minutes of the Bushfire Advisory Meeting of the Shire of Nannup held in the Council Chambers on 4<sup>th</sup> November 2019 be confirmed as a true and correct record”**

**Moved: Mark Scott**

**CARRIED**

**Seconded: Ashley Kidd**

**5. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

5.1 Interstate deployment details how do volunteers register online. (RB) has no information, (PT) said he has forwarded the information (RB) cannot find in his inbox; (PT) will resend to (RB) for distribution.

5.2 Mid-Band radio information based on the attachment in the agenda requires feedback from Local Government.

5.3 Tee Shirts – (RB) is waiting on brigades providing sizes and numbers before ordering the tee shirts. (RB) stated there was some confusion over the wording on the tee shirts. (RM) will discuss with (RB) the wording for the tee shirts, brigades need to get back to (RB) with information. (CS) said could (RB) provide size details to brigades to determine correct sizing for the tee shirts.

**6. REPORTS**

**6.1 Chief BFCO**

- (RM) congratulated Mike Vasey with the Cadet Program and the recent Shire award; and that one of the cadets turn out on the fire ground during the Folly Fire incident in the North Nannup 4.4B appliance.
- Fire in the Folly from sources said it started at the Biomass area near Brockman Highway and east of the large dam in the creek line. A harvesting contractor called 000.
- (RM) thanked all volunteers and agencies with the response and managing to stop the fire spreading any further. The Blackwood Valley Zone Response BVZR plan worked very well with mobilising all 3 Local Government volunteers and appliances together with DFES, DBCA, Air Support, FPC, SES, other agencies and volunteers including Shire of Nannup employees and staff.

6.2 Deputy Chief BFCO

- (AK) informed the committee that the next ROAC on the 27-02-2020 that if brigades have anything to raise or include at the meeting please get in touch with (AK)

6.3 Deputy Chief BFCO

- (JP) had nothing to say to the meeting other than thanking crews during the Folly Fire and can brigades arrange for appliances to come to the depot for repairs and or servicing.

6.4 FCO Reports

6.4.1 Balingup Road (MS)

- Thanked everyone for all the hard work during the Folly Fire.
- The shire and FPC are continuing with plantation management meetings for best practices.

6.4.2 Carlotta (IW)

- Nothing to report other than the Folly Fire and the brigade's involvement

6.4.3 Cundinup (GB)

- The Cundinup shed committee members met with (RB) on site to discuss the proposed position of the shed and access.

6.4.4 Darradup (JP)

- Folly Fire attendance
- Brigade training with 14 members

6.4.5 East Nannup (VL)

- Folly Fire crews attended
- (VL) liaised with Leigh Fletcher (Ranger) regarding fire breaks would like some feedback with discussions.
- Regarding motions to Council can brigades get some feedback. (CS) informed (VL) and other members, all motions are generally accepted if motions are not members would be notified or provided by the minutes of Council.

6.4.6 Nannup Brook (CC)

- Nothing to report

6.4.7 North Nannup (PL)

- Nothing to report

6.4.8 Peerabeelup – (JG) No report

6.4.9 Scott River (AMc)

- Nothing to report

6.5 Councillor – No report

- Thank you to all firefighters with the recent fires

6.6 Ranger (LF) No report

6.7 CESM – Attached

6.8 DFES – Attached

6.9 DBCA – Attached

**Motion**

**“The reports are accepted as read”**

**Moved: Robin Mellema**

**CARRIED**

**Seconded: Ashley Kidd**

**7. STANDING ITEMS**

7.1 ESL Finance report provided

7.2 (RB) asked the FCO’s to forward their operation items  
(CS) asked the timeframe for the feedback, (RB) said until the end of February

**8. GENERAL BUSINESS**

- (MS) said private property owners once a fire has been handed over to them must take responsibilities and abide by the conditions.
- (VL) said plantation owners should be accountable with ongoing management of the fire ground.
- (AK) said as far as he was aware plantation harvesters were not using their own equipment to assist with the suppression.
- (RM) said plantation harvesting company’s equipment was sought but not utilised due to no emergency at the time.
- (VL) said Skidders were on site.
- (RM) said they were not required.
- (MS) reiterated what (AK) stated that harvesters should assist with suppression efforts.
- (CC) said how property owners know that there is a fire
- (RM) said shire has the information during office hours, after hours this is more difficult.

- (ED) said FIFWA Atlas information has electronic information regarding plantation owners.
- (MS) asked if there is a policy regarding handover and conditions.
- (RM) said shire is developing documentation with handover.
- (AMc) said the dairy industry support for fire suppression needs to be improved, lack of engagement and resources.
- (JJ) said there needs to be more education & cost analysis of fire break management.

**Motion**

**“The shire investigates the possibility of charging property owners the costs associated with controlling a fire attended by shire brigades for cost recovery”**

**Moved: Mark Scott  
Seconded: Ian Wishart**

**CARRIED**

**Motion**

**“DBCA & FPC harvesting operator plantation guidelines are adopted in private plantation industry”**

**Moved: Mark Scott  
Seconded: Carey Curtis**

**CARRIED**

**Motion**

**“Woodchip waste sites are included in the Hazard Reduction & Fire Break Notice with mineral earth and heat monitoring included”**

**Moved: Mark Scott  
Seconded: Robin Mellema**

**CARRIED**

- (MS) said the use of earthmoving equipment either by contactors or shire should be used at fires
- (JJ) stated shire equipment not suitable or equipped to operate on a fire ground. Also the cost to upgrade equipment for fire suppression is around \$25,000 per machine plus the training and competency required.
- (EH) said the locks at the DBCA Nannup Air Strip have changed with a locked box to access the key. (code was provided on the night but not minuted)

- (JP) asked about brigade first aid kits and the need to update items. RB said brigades can go to the pharmacy in town to update these items.
- (RM) said attached to BFAC documents is a letter from Simon Camp regarding reduced DBCA appliances in Nannup that was sent to the minister and relevant parties.
- (IW) said how come the rotary wing aircraft did not pick up water from the large dam next to the fire in the Folly. (EH) said a possible reason might be closeness to the fire and smoke affecting aircraft with fixed wings flying close by with drops.

**Motion**

**“Chair closes the meeting from the public”**

**Moved: Mark Scott**

**CARRIED**

**Seconded: Ian Wishart**

- (VL) said East Nannup locality has numerous plantations and why was this area excluded from the BVZR. (RB) responded by informing the committee the BVZR is a live document and is on trial for 12 months. The BVZR polygon area can be changed but initially the area chosen was to capture the high risk areas with historical information regarding fires. The BVZR was developed by DFES, DBCA, Nannup, Donnybrook/Balingup & Bridgetown/Greenbushes shires CEO's, Chief BFCO's and CESM's.
- (AK) asked if the BVZR was the same as the original document. (RB) replied a few adjustments with the polygon for natural features to distinguish the area of response.

**Motion**

**“Chair opens the meeting to the public”**

**Moved: Mark Scott**

**CARRIED**

**Seconded: John Patman**

- (MS) asked can the shire pursue the fast fill trailer submission; this would have been helpful during the Folly Fire.
- (VL) asked can the shire pursue the Bulk Water Tanker 12.2 submission. (RB) said the submission was submitted to DFES Manjimup but was denied. (PT) said re-apply the submission this year.

**BFAC Meeting 03-01-2020  
CESM Report**

- MAF19/20 progressing through the treatments with the mitigation work. A contractor has started mulching and slashing in Jalbarragup area which will also include along Vasse Hwy reserve, Graphite Rd & Barrabup reserves.
- Water Bomber refilling course attended by SES & Shire Depot employees.
- Collie Fire deployment as Task Force Leader with crews from AMR, Nannup, Bridgetown & Great Southern.
- Collie Fire – Logistics Officer at DFES SW Regional Headquarters for night shift.
- Brigades attended a couple of fires before Christmas in the Folly Plantation area.
- The main fire in Folly on the 22<sup>nd</sup> January 2020 I was unavailable due to being in Perth.
- Personally I would like commend all agencies, fire fighters and specifically Nannup crews, staff & others for confining this fire to the tracked edges. I understand there were a few hop overs and spotting but going over the fire the ground the work performed in difficult terrain was impressive, I could imagine some tense moments were experienced especially during the night. Well done everyone.

**Training Coordinator Report**

- Introduction to Fire fighting & Bush Fire Fighting courses were presented on the 17<sup>th</sup>, 18<sup>th</sup> & 19<sup>th</sup> January 2020. There were 19 participants attended at the Nannup Recreation Centre. Utilised presenters Mike Vasey - North Nannup BFB, Sharon Armstrong – Pemberton VFRS, Chris Sousa – CESM Bridgetown/Greenbushes, Colin Griffiths - Northcliffe VFRS & myself.
- The DFES Training Calendar 2020 is out, copies are available.

**Nannup CESM  
Rob Bootsma**

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**Nannup Bush Fire Advisory Committee**  
DFES LSW Region Report – 3<sup>rd</sup> February 2020

- **Folly Bushfire**

I would like to commend the efforts by all volunteers during this fire, the long shifts and arduous mop up was very well managed. With assistance from DBCA, FPC and neighbouring LG's we were to deal with an incident which had potential to impact a larger area. A special mention to the Chief Rob Mellema and his Deputies for great leadership.

- **Interstate Deployment**

Several Volunteers and staff from the LSW have been on deployment to the east to support firefighting operations. Locals have been very grateful with the help coming from the West.

Planning is in place to continue this until the end of February.

- **High Season Fleet**

Nannup Brook was set to receive a 2.4 in mid-December however with the extended fire season in the North of the state and the fires out Norseman way there has been a delay. Fleet is planning on having the 2.4 available either before the end of this week or by next.

- **Blackwood Valley Zone Response**

The Zone response for the area is now in affect and was utilised during the Folly Bush Fire. This enabled a rapid response of resources from around the area including Aerial, neighbouring LG's, DBCA and DFES.

An important part of the response is early intelligence via a PAFTAC to the ComCen. This enables the down grading or escalating of resources mobile to the incident. Attached is a guide for a PAFTAC.

- **Line Scan**

DFES has procured a seasonal high altitude infrared linescan service. The aircraft commenced on the 20<sup>th</sup> of January and was just recently utilised at the Folly fire. The aircraft is based at Jandakot and is suitable for the following,

- Fire/Flood surveillance & reconnaissance (mapping);
- Marine emergencies / Oil spill response (mapping);
- Search and Rescue (SAR) – visual search; and
- Special transport (cargo only, requires release from intelligence services).

- **eAcademy 2**

eAcademy 2 is now available for volunteers via the Volunteer Hub – My Systems – eAcademy. The system has been designed to have a more user-friendly interface.

**Peter Thomas**  
**District Officer Capes**



**To:** Shire of Nannup  
**From:** Department of Biodiversity, Conservation and Attractions, Parks and Wildlife Service. Donnelly District.  
**Date:** January 2020  
**Subject:** Bush Fire Advisory Committee.

1. Donnelly District has completed 6,615 hectares of prescribed burning comprising of 10 burns during spring. It has been a very difficult season in regard to achieving burnt hectares due to weather patterns mostly consisting of very short weather cycles which did not allow us to get into the program with any consistency.
2. Warren Region (Donnelly and Frankland) has achieved 37,189 hectares this last spring.
3. 11 reported bushfires of no consequence. (5 hectares in total)
4. Crews had been busy responding to fires in the Stirling Range NP, Yanchep, Collie and Nannup areas
5. Will be looking at completing the Barlee burn on Graphite Road and parts of the Jasper burn this autumn. Maps attached.

**Note** Maps are available

Regards,  
**Jeff Bennett**  
District Fire Coordinator  
Donnelly District, Pemberton  
Parks and Wildlife Service.

**Ed Hatherley** – Provided a power point presentation with aerial maps of the Folly Fire Incident# 465370

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**9. DATE FOR NEXT MEETINGS PROPOSED**  
Monday 4th May 2020 at 7:00pm.

**10. CLOSURE OF MEETING**  
8:57pm (2057hrs)

## Attachment 9.2



# Minutes

Meeting held Wednesday 12th February 2020  
11am Nannup Community Meeting Room

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Any person or entity who has an application before the Shire of Nannup must obtain, and should only rely on, written notice of the committee's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a meeting.

# Contents

Item	Minute	Title
1		<b>DECLARATION OF OPENING/ANNOUCEMENT OF VISITORS</b> 11:04am- Meeting opened by Nicole Botica Acknowledgement of traditional owners  <b>RECORD OF ATTENDANCE/APOLOGIES</b> Andrea Jenkins, Heather McQueen, Nicola Smith, Nicole Botica, Mary Madden, Cheryl Brown, Wendy Moore, Alan McNevin, Danni De Sousa Fra, Phil Hewitt  Apologies-Cate Stevenson, Lorraine Learmond, Louise Stokes, Steve Giovanizzi, , Matt Goldstone, Kym Sandilands
2		<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b> The Minutes of the LDAG meeting of 4th December 2019 were confirmed as true and accurate  Moved Nicola Smith Seconded Nicole Botica Carried unanimously
3		<b>GUESTS – NIL</b>
4		<b>DECLARATIONS OF INTEREST</b>
5		<b>BUSINESS ARISING FROM PREVIOUS MINUTES</b>
	5.1	Keys for life SDERA implementation in partnership with NDHS Timetabled for this semester with Robert Mellema who needs to do the SDERA training with Libby Winchcombe
	5.2	Investing in Our Youth Andrea and Nicole to follow up on Nannup MOU and create a promotional plan with materials Ian Anstee (CEO investing in our youth Inc.) provides to engage youth and their families
	5.3	Communication Plan update – 2020 Federal/WA/Local-The project officer and Chairperson will include actions to align our resources to be up to date Community toolkit-valuable resources - Cate and Heather to follow up with Cath Polley
	5.4	Youth inclusion in LDAG committee for 2020 Last Wednesday of Term –Week 10, 11am
	5.5	Resource list update Heather has been through our resources and discovered most are out of date. These can't be used as the statistics are out of

- date. Heather suggested APPS; 'Text the Effects' and 'What's the Other Talk?' as a way of sharing current information. Wendy suggested fortnightly messaging to be included in the school newsletter, which will be actioned by the project officer. Andrea to find campaigns on cannabis  
Andrea and Nicole to touch base with Christina Mann
- 5.6 LDAG polo-shirts  
Sponsorship for polo-shirts? Or just LDAG lanyards. The discussion was that Lanyards are an good alternative.
- 5.7 Mocktail/appetisers inclusion in Youth Zone programming  
Moved Nicole Botica  
Seconded Alan McNevin  
Carried unanimously
- 5.8 Strive Grant for projects after 30th May-deadline 3rd March 2020  
Andrea and Nicole to continue with Camp and Trail Dash activities for the youth

6

**REPORTS OF OFFICERS**

- 6.1 **Finance Report (Nicole Botica) - December and January ledger provided**  
a) Youth Zone financials-need to held by LDAG not the Shire
- 6.2 **Roadwise Report (Nicola Smith)**  
a) Driver Fatigue Campaign-opportunity for Nannup to be involved. 3,000 reusable coffee cups- 'Don't Trust Your Tired Self' messaging. Launch is planned just before Easter, April 2020. Tell Nicola who and where might be appropriate  
b) Nicola has 'Don't Drink and Drive' coasters for licensed premises, Project Officer to distribute this to licensed premises asking for their inclusion
- 6.3 **LDAG Project Officer Report (Andrea Jenkins)**  
a) Project Officer role to be updated for 2020 contract Roughly 80% implementation of Youth Zone, 20% other work. Andrea to write a proposal for the committee outlining the updated role  
b) Ed Connect  
NDHS to notify Project Officer when this program can commence  
c) Café Posters (February 2020)  
A mix of Drug Aware posters suitable for the music festival will be distributed by Phil Hewitt  
d) CAP 2020 update  
Andrea explained the line items in the Youth Zone CAP that were not funded. The two other draft CAP applications; partnering with NDHS and partnering with parents, were also explained

**7 GENERAL BUSINESS**

- 7.1 Feedback from Family Fun Day  
Overall very positive. Event is at capacity  
Standard drinks presentation was very popular. About 200 people in total. All standard drinks glasses were taken. Feedback from Alan was that his teenage son and his friend had conversations around standard drinks due to having that glass at home. A suggestion is to try and capture data on ipad with a sliding scale survey with smiley face.  
It was noted that up to \$5,000 is now available through the Road Commission grant
- 7.2 LDAG paperwork to be submitted on 14th February 2020- New member forms to be collected – photos taken  
Andrea went through the Branch Activity Summary and member contact list. New member forms were collected
- 7.3 Roadwise Project Grant-up to \$25,000  
Nicole detailed the idea of creating a large emu sculpture to go at a trail head. Lewis Horne wants to do this with youth and create it from wrecked car parts.  
This will be developed and applied for by end of March 2020

**8 OTHER BUSINESS-ROUND TABLE**

Nicole Botica – 3 Tier Mental Health - school program  
Looking for funding from the Shire to keep that program running, this will be a recommendation in the coming council meeting in February.

**8 NEXT MEETING proposed for Wednesday 1<sup>st</sup> April 2020**

**9 CLOSURE OF MEETING 12:47pm**



Alcohol  
and Drug  
Foundation



**Register of Delegated Development Approvals**

Application Number	Owner's Name	Applicant's Name	Assessment Number	Property Address	Type of Development	Works or Use	Proposed cost of development	Date Received	Advertised	Issue Date	Authority
2019/43	Nannup Music Club Inc	Nannup Music Club Inc	A311	Lot 20 (19) Brockman St, Nannup	Building in a flood risk area (sound wall)	Works	\$8,000	2/12/2019	Yes - 42 days	14/01/2020	Delegated - CEO



**Attachment 12.2.1**





## Attachment 12.2.2

25<sup>th</sup> October 2019

Dear Jane,

### Re Development Application - 1 Warren Road

As per our previous correspondences, we are requesting to establish a brewery at 1 Warren Road Nannup of which there presently is a licensed restaurant operating, and we plan to continue with the same license and the regulations associated with this type of license – such as food service with alcohol, patron number limits, maximum operating hours etc. - with minimal changes to the existing buildings.

The main change is the relocation of the toilets and to include showers with the aim of making them available to bike riders enjoying the many bike trials on offer around the Nannup area. Other changes include a small storage room attached to the West of the Café building (to hide the eye sore of rubbish bins as tourists enter / leave Nannup), covered deck areas, grassed area and future Children's playground.

We acknowledge that the property is within a floodplain and the recommended minimum floor level (with a 0.5m freeboard) is 68.68 m AHD, and the proposed FFL of 67.19m is approximately 1.49m lower than the recommended MFL and could be impacted by extreme major flood events. But adding a 1.5m height differential is not practical with disabled access and would have implications with heritage and streetscape factors.

The property is blessed with trees and vegetation which do add to the bushfire risk, and evacuations plans will be set out in our yet to be established house policy, although having two boundaries adjoin streets with little to no vegetation allows quick, easy and safe evacuation through at least four exists to safer areas. Having open space and the bowling green across Grange Road makes that area the logical safe zone with respect to an evacuation plan.

As per LPP 13, we are not increasing the floor area and hope that existing car parking should satisfy Shire requirements, but we do also add the following;

- Staff will be encouraged to park on the river access track on the West side of the property.
- A dedicated area for pushbike (including electric bikes) parking including bike racks and charging points is planned for the East side of the property to promote sustainable transport. This space could also act as a drop off and pick up point to ease potential congestion.

Although we plan to continue with the restaurant licence and we are subject to operating hours set by the RGL act, our proposed operating hours are as follows;

Opening;

Monday to Thursday	10:30 am
Friday, Saturday, Sunday	10:00 am

Closing;

Monday, Tuesday, Wednesday	7:00 pm
Friday, Saturday	10:00 pm
Thursday and Sunday	8:30 pm



We do expect these hours to change when events are held in and around Nannup and we also plan to encourage the local community to participate in theme nights which may again affect closing times. Other events such as weddings, Christmas functions will affect operating hours, and also once business trends are established we will potentially close one day a week.

We have yet to construct a house policy management plan which will include guidelines for the responsible serving of alcohol and noise management, although the basics include

- Producing a range of low and mid strength beers and encouraging these to be consumed in preference to higher alcohol content beer
- No alcoholic cocktails and shooters to be available and limiting spirits and wine options.
- Potentially food and alcohol free drinks supplied and no charge to designated drivers.
- Zero tolerance for unruly, unsociable behaviour.
- Promote the use of local taxi / people moving businesses.

Nannup is a small, friendly community of which we plan to become an integral harmonious part of, so keeping noise to a minimum and discouraging unsocial behaviour is paramount.

Advantages of our proposed brewery to the Shire of Nannup and its residents include;

- Encouragement of tourists to the Nannup region which will assist local businesses including accommodation, transport, food, manufacturing, arts & craft, tourism, bike hire & repair – in fact, every business will benefit from more people coming to and through town.
- Potential use of local produce including wine, fresh food, cheese, honey, preserves, timber, artwork etc.
- Staff employment opportunities including the casual employment of local entertainment and the use of trades including building, signwriting, IT, cleaning, yard maintenance etc.
- Minimal wastage with the main by-product being spent grain being available for animal feed.
- Potential sponsorship and involvement with local events and community groups.

Nannup has an extensive timber history and we plan to embrace that in our choice of building material, décor and signage – and with one of the best tourist drives in the state – Balingup to Nannup – and the ever increasing traffic from Mowen Road and Busselton direction we know the importance of first impressions and creating a welcoming attraction. With this in mind we also seek the consent to construct a verandah on the front of the proposed toilets / showers as a continuation of the existing verandah – although it will be constructed on shire land!?

Other improvements envisaged are to revamp the flower beds in front of the existing café to match others in the Nannup town site, and in the future a footpath upgrade in front of the property would improve street appeal as well as safety.

We look forward to working with the Shire and the community to make Nannup a better place to visit, live and work.

Your sincerely,

Geoff Spragg



CREEK

CREEK

50.40

LOT 1  
WARREN RD  
NANNUP  
1468m<sup>2</sup>

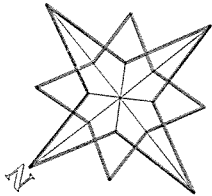
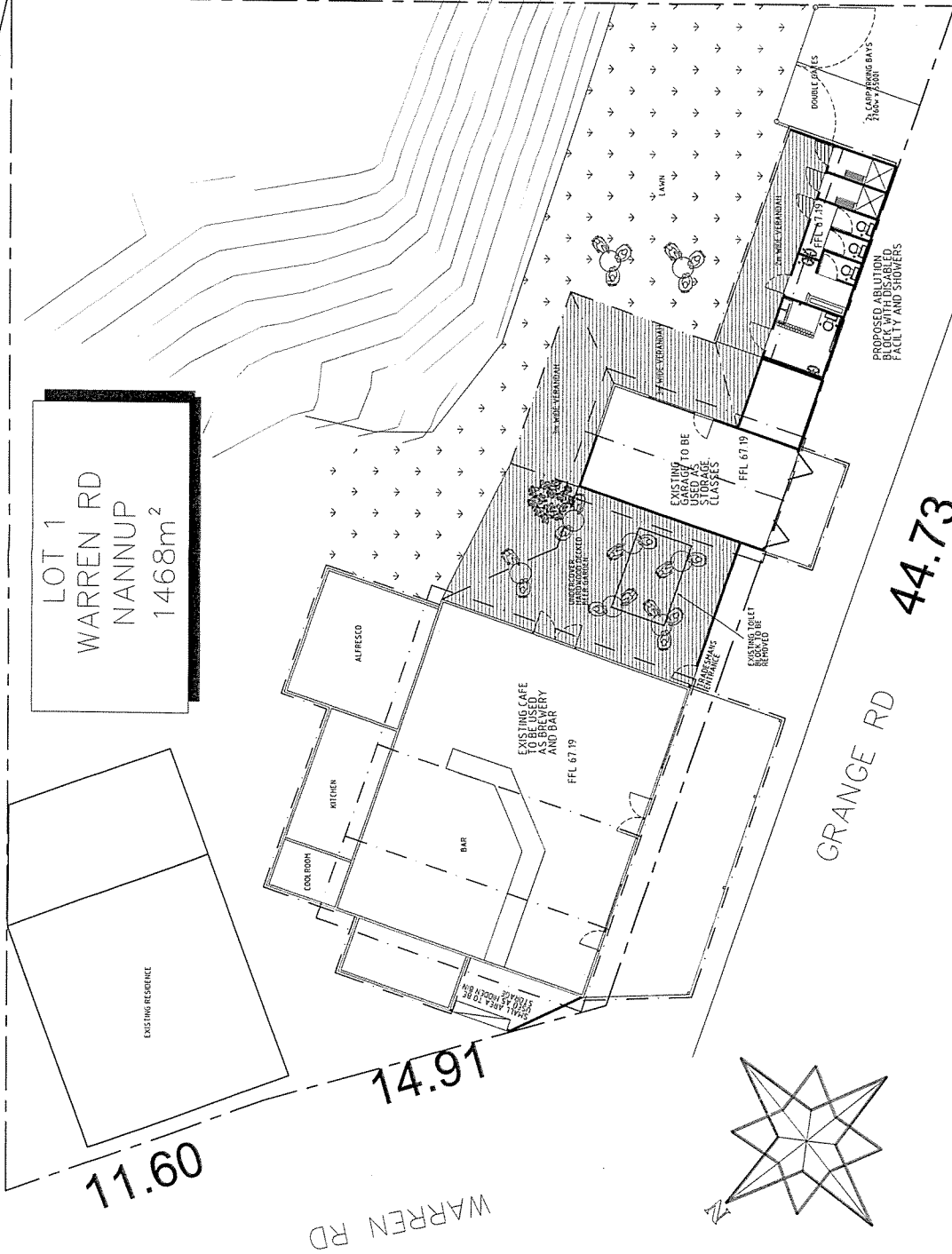
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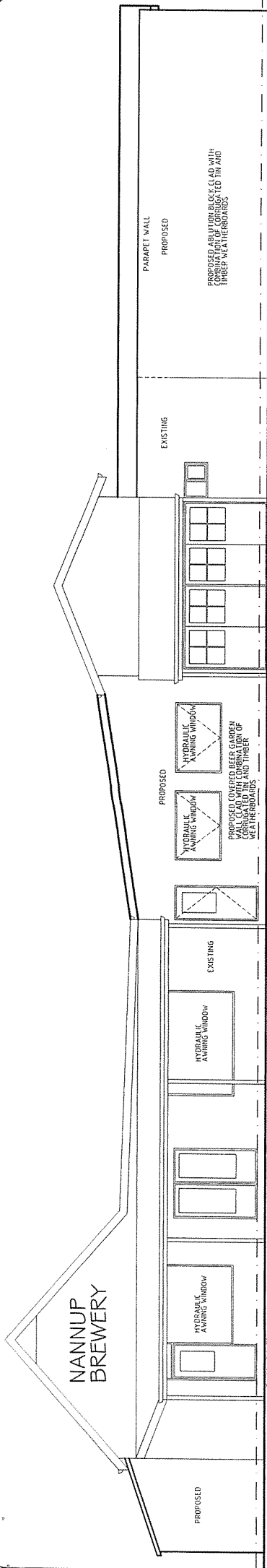
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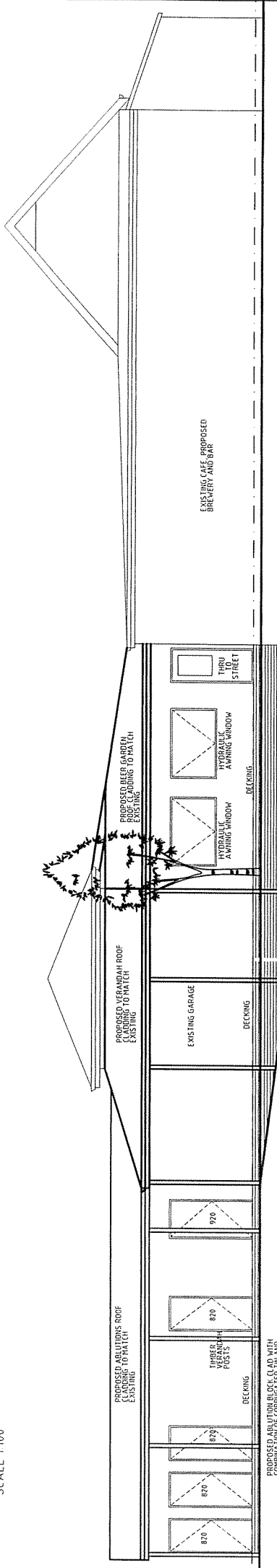
GRANGE RD  
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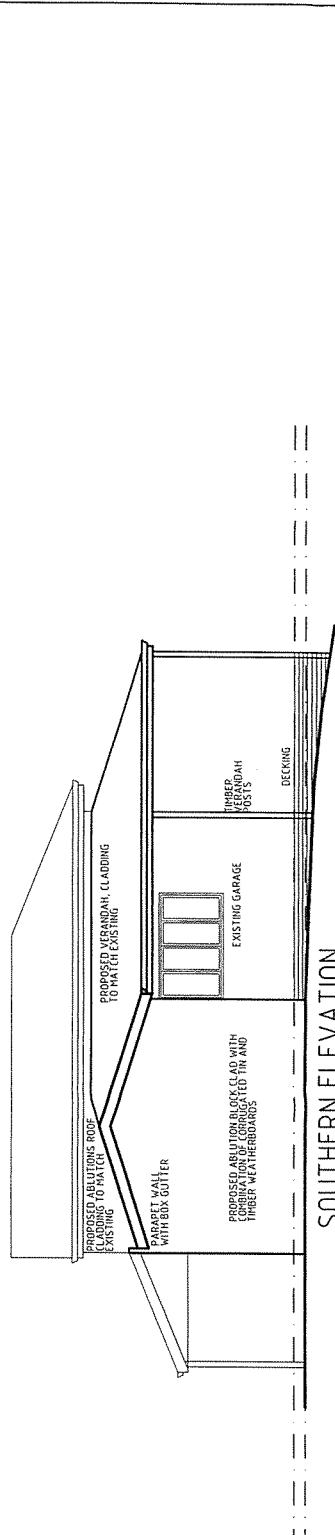
PROJECT <b>NANNUP BREWERY</b> <b>LOT 602 WARREN RD</b> <b>NANNUP</b>		ISSUE <b>CONCEPT</b>
DATE <b>25th SEPTEMBER 2019</b>		DRAWN <b>ROD</b>
SCALE <b>1:200 @ A3</b>		CHECKED 
COPYRIGHT THIS DRAWING REMAINS THE PROPERTY OF <b>ROD LAKELIN</b>		DRAWN <b>ROD</b>
ROD LAKELIN ARCHITECT 10/11 WILSON ST NANNUP WA 6107 TEL: 08 9422 1111 WWW.RODLAKELIN.COM		PROJECT NO. 
		DRAWING NO. <b>01</b>
		DRAWN#-2 <b>01</b>



**GRANGE ROAD ELEVATION**  
SCALE 1:100



**EASTERN ELEVATION**  
SCALE 1:100



**SOUTHERN ELEVATION**  
SCALE 1:100

		PROJECT <b>NANNUP BREWERY</b> LOT 692 WARREN RD NANNUP		ISSUE <b>CONCEPT</b> BY <b>ELEVATIONS</b> PROJECT NO. DRAWING NO. <b>DRAW#-3</b>	
DATE <b>26th SEPTEMBER 2019</b>		SCALE <b>1:100 @ A3</b>		CHECKED DRAWN <b>ROD</b>	
COPYRIGHT THE DESIGN AND DRAWING ARE THE INTELLECTUAL PROPERTY OF ROD LAKIN		PROJECT NO. DRAWING NO. <b>DRAW#-3</b>			



## Attachment 12.2.3

SHIRE OF NANNUP	
RECEIVED	
Ref: <u>A430</u>	No: <u>2019/360</u>
11 NOV 2019	
Officer: <u>Jane</u>	

P Hancocks & K Savory  
Lot 70 Balingup Rd  
Nannup  
WA 6275

Dear Jane,

Thank you for your correspondence dated 30th Oct. 2019 re the development application for a Microbrewery situated at Warren Rd.

We feel the proposal would be an asset to Nannup and also encourage visitors to the town by offering another type of attraction. However we do have two major concerns.

1. The licenced area limits. Will these be secured so patrons will not be able to enter onto our property with alcoholic beverages and glasses or bottles.
2. The closing times . We are concerned about the noise factor that will carry onto our property, and would like to propose that it is considered and could perhaps be altered, if it becomes a problem.

Yours faithfully

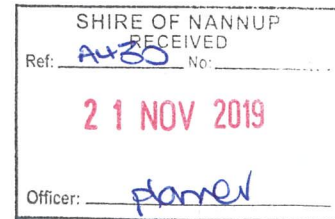


P. Hancocks & K Savory





37 Kearney Street  
Nannup 627  
18<sup>th</sup> November 2019



Jane Buckland  
Development Services Officer

Dear Jane,

Thank you for the opportunity to comment on the proposed changes in operation of the existing Blackwood Café on Lot 692 Warren Road.

Some months ago I had discussions with the new owner of Lot 692 and he indicated that he would like to open a small boutique brewery in the old lubrication building adjoining the Café. This seemed reasonable but the current proposal is on a far larger scale than expected and does present some concerns as follows:

1) TOILET BLOCK LOCATION. We are very concerned that the toilet and ablution block plan shows a blank large parapet wall abutting the pavement on Grange Road. This is over nine metres long and over three metres tall. This area of Nannup is the entrance of our small historical town. We question the necessity for five toilets and two showers in this area and suggest the height and width of this wall would be a very ugly façade on what is part of Nannup major tourist location. If such a block of toilets and showers is considered essential to the development then we propose it be re-located on the boundary with our property of 5 Grange Road.

2) SPILL OVER. Over the past few years We have spent considerable time and effort in reclaiming the blackberry and morning glory infested part of our property at the rear of the shed. This is now a landscaped area of lawn and garden that compliments that of our neighbor over the Drybrook creek.

We have already had instances of vandalism and trespass and we would need to have an assurance that a substantial barrier is in place between the proposed beer garden and our property. Point 1) above would partially overcome this problem but goes against the intention to improve the appeal of this attractive area.

3) PARKING. On busy weekends and increasingly during the week parking represents a major difficulty in this part of Grange Road and the two parking bays proposed would do little to alleviate this when the scope of this development is considered, particularly over the festivals.

4) OPENING TIMES. Although we don't spend time on our property in the evenings we feel that the 10.00 p.m. closing time if applied to the beer garden could cause offence to the residents adjacent to our property and customer behaviour would need to be strictly controlled if approved.

Yours sincerely

Joe and Pat Twiss

Email: patandjoe@westnet.com.au

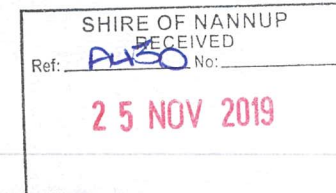
Reply Reply All Forward



Rachael Wedd <rachael@abrus.com.au>

ShireofNannup

DA Lot 692 Warren Rd - comments



12:30 PM

I am writing to voice concerns about significant omissions in the proposed DA as lodged on your website. I am not objecting to the proposal, but I do think ~~that the document as submitted is~~ inadequate and does not address several issues appropriately, in particular:

1. if this is to be a functioning brewery, there is no mention of water/waste water management (use and disposal) for the facility. This is a major component and problem throughout the food and beverage industries. As this site is alongside the creek that feeds directly into the Blackwood River this is a concern that must be addressed, for environmental and aesthetic reasons.
2. Waste management, particularly in relation to waste from the brewing process and fermentation tanks.
3. Parking will likely be an issue. The proposal states that they "hope that existing car parking should satisfy Shire requirements". Obviously this is a Shire matter, but given that many weekends even without events that parking nearby to the proposed brewery is regularly at capacity this may need additional consideration.

## Rachael Wedd

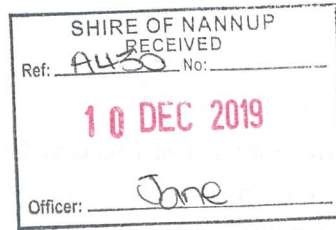
Director

**Abrus Consulting Pty Ltd**

Mob: 0429137757

PO Box 186 Nannup WA 6275





Shire of Nannup  
15 Adam Street  
Nannup  
WA 6275

10<sup>th</sup> December 2019

To Whom It May Concern:

We are writing in to the Shire of Nannup in response to the development application for Lot no. 692 1 Warren Rd Nannup.

We purchased the business (Nannup Bridge Café) over a year ago and believe that in this time we have not only sustained the business name but have also contributed to the town of Nannup in our own way.

Our services fill a hospitality gap (so to speak) offering a place to dine in the evenings when others are closed. This is an asset to a growing town and we understand Nannup is still on the rise with projects coming up in and around Nannup. With increasing tourism and passer-byers alike it is essential Nannup is a place people can stop (and stay) and not just pass through because nothing is open or there is nowhere to go. This has definitely been observed by all accommodation-owners in and around town with comments about our consistent opening hours, our availability and reliability and overall happiness of guests upon return from their recommendations to try out our establishment.

On top of tourism, we also believe that we have had a positive impact to the locals and community. Nannup Bridge Café is much-loved by locals we regularly get feedback on this. Over the year we have contributed to bringing entertainment to a small town, like having event nights and a place to hold functions for corporate groups and families and even the Shire councillors. We believe it is important that the locals & community have access to such facilities without the need to travel afar.

Lastly, we believe the option of a small, slow-brew microbrewery and eatery over a well-established fine-dining restaurant/café is not a beneficial substitute for the town. Nannup already has a well-loved pub and restaurant with its own regulars and clientele so adding another very similar type of establishment to the town will draw away from its appeal and diversity. Small towns thrive on individuality and draws away from commercial style businesses for this reason, so having businesses that offer different things is key. We are Nannup, not Margaret River or Dunsborough and from communication with the owner/operator of the proposed microbrewery that is the vision of the proposed microbrewery. The offerings of the proposed microbrewery are already in place in town so it begs the question – is this what the town of Nannup needs?

Ultimately, we don't have any legal or physical reasons why the Shire of Nannup should not approve the proposal, we simply write in to urge the councillors to think about the locals and community and what you are replacing a well-loved established restaurant/café with.

Yours Sincerely,

***Sam and Angeline***

Nannup Bridge Café owners/operators

1 Warren Road Nannup WA 6275



## Jane Buckland

---

**From:** Cathie Derrington <cathie.derrington@dwer.wa.gov.au>  
**Sent:** Tuesday, 4 February 2020 10:30 AM  
**To:** Jane Buckland; ShireofNannup  
**Subject:** PROPOSED MICROBREWERY, LOT 692 WARREN ROAD, NANNUP  
**Attachments:** FPM Blackwood Lot 692 Warren Rd NANNUP.PDF

DATE: 4<sup>th</sup> February 2020

YOUR REF: A430

OUR REF: DWERT903~12, PA031862

TO: Shire of Nannup

FROM: Department of Water and Environmental Regulation

Attention: Jane Buckland  
[jane@nannup.wa.gov.au](mailto:jane@nannup.wa.gov.au)  
[nannup@nannup.wa.gov.au](mailto:nannup@nannup.wa.gov.au)

Dear Jane

### ***PROPOSED MICROBREWERY, LOT 692 WARREN ROAD, NANNUP***

Thank you for providing the proposed development application for a microbrewery at Lot 692 Warren Road, Nannup to the Department of Water and Environmental Regulation (Department) to consider.

The Department has identified that the microbrewery development has the potential for impact on water resource values and management. While the Department does not object to the proposal key issues and recommendations are provided below, and these matters should be addressed:

- Issue: Flood management
- Recommendation: That the Shire of Nannup note the flood advice provided.
- Issue: Effluent management
- Recommendation 1: Before the Shire of Nannup finalises the Development Application, evidence is provided by the applicant demonstrating that they have approvals from Water Corporation to dispose of brewery effluent (trade waste) into the reticulated sewerage system.
- Recommendation 2: Should brewery waste now or in the future, be discharged to lands above or below ground, the shire should refer this development to the department for further assessment.

More detail pertaining to the above items are provided in Attachment 1 below.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

Should you require any further information on the comments please contact Cathie Derrington on 97264184.

Yours faithfully,

Cathie Derrington  
Environmental Officer

Department of Water and Environmental Regulation  
 35-39 McCombe Road, BUNBURY, WA 6230  
 PO Box 261, BUNBURY, WA 6231  
 T: (08) 9726 4184 | F: (08) 9726 4100 | Ext: 1184  
 E: [cathie.derrington@dwer.wa.gov.au](mailto:cathie.derrington@dwer.wa.gov.au) | [www.dwer.wa.gov.au](http://www.dwer.wa.gov.au)  
 Twitter: [@DWER\\_WA](https://twitter.com/DWER_WA)

**Attachment 1 - Department of Water and Environmental Regulation detailed comments on the proposed MICROBREWERY, LOT 692 WARREN ROAD, NANNUP.**

**Contact for further information:** Cathie Derrington, Phone: 97264184

Item No.	Reference	Reviewer comment/advice
1	Flood management	<p><b>Issue:</b> Flood management  <b>Recommendation:</b> That the Shire of Nannup note the flood advice provided.</p> <p><b>Advice:</b>                      The Department of Water and Environmental Regulation provides advice and recommends guidelines for development on floodplains with the object of minimising flood risk and damage.</p> <p>The Blackwood River Flood Study through Nannup shows that a large portion of the lot is affected by flooding during major river flows with the following flood levels expected (refer to attached pdf plan):</p> <p>1 in 25 AEP      66.6 m AHD                      1 in 100 AEP      68.18 m AHD.</p> <p>An observed flood level of 68.4 m AHD was recorded at the Vasse Highway Bridge on the Blackwood River for an event in January 1982. This event is similar in magnitude to the expected 1 in 100 AEP flood event.</p> <p>Our floodplain management strategy for the area states:</p> <ul style="list-style-type: none"> <li>• Proposed development (ie, filling, building, etc) that is located outside of the floodplain is considered acceptable with respect to major flooding. However, a minimum habitable floor level of 68.68 m AHD is recommended to ensure adequate flood protection.</li> <li>• When development is proposed within the floodplain our department assesses each proposal based on its merits and the factors examined include depth of flooding, velocity of flow, its obstructive effects on flow, possible structural and potential flood damage, difficulty in evacuation during major floods and its regional benefit.</li> </ul> <p>With regard to this proposal the following additional comments are provided:</p> <ul style="list-style-type: none"> <li>• The proposal will not further obstruct flows major events;</li> <li>• The proposed amenity building is surrounded by floodwaters during 1 in 100 AEP events to a depth of ~ 1.0 m, and</li> <li>• the distance to higher ground above the 1 in 100 AEP flood level is ~ 75 metres</li> </ul> <p>We acknowledge that our recommended minimum habitable floor recommendation may impact on other planning issues (such as access, privacy, streetscaping, etc) when integrating with existing development. The proposed floor level of new room of 67.19 m AHD will provide ~ 1 in 40 AEP flood protection.</p> <p>Should the proposal be considered acceptable we recommended that consideration be given to the type of materials used in the construction and all electrical installations are located as high as practicable and suitably insulated to potentially reduce flood damages.</p>

		A failure to properly adhere to these recommendations will result in a greater exposure to risks of flood damage. Please note that this advice is related to major river flooding only and other planning issues, such as environmental and ecological considerations, may also need to be addressed.
2	Effluent management	<p><b>Issue:</b> Effluent management.</p> <p><b>Recommendation 1:</b> Before the Shire of Nannup finalises the Development Application, evidence is provided by the applicant demonstrating that they have approvals from Water Corporation to dispose of brewery effluent (trade waste) into the reticulated sewerage system.</p> <p><b>Recommendation 2:</b> Should brewery waste now or in the future, be discharged to lands above or below ground, the shire should refer this development to the department for further assessment.</p> <p><b>Discussion:</b> The Premises is located partially within the 1 in 100 AEP and is adjacent to a seasonal waterway. The soils on the premises are deep brown sands that have high infiltration rates and very low microbial purification rates. Leaching of nutrients and microbes would be deemed high risk at this site that may have recreational and ecological implications for the Blackwood River. Should any wastewater be discharged to lands above or below ground, the department request the opportunity to provide further assessment for this development.</p>

Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.



# Lot 692 Warren Rd NANNUP



**LEGEND**

- Lot 692 Warren Rd
- 1 in 100 (1%) AEP flood levels (m AHD)
- Extent of 1 in 100 (1%) AEP flooding
- 1 in 100 (1%) AEP floodplain
- 0.5m interval contours - LIDAR (m AHD)
- Cadastral
- 1 in 100 (1%) AEP Bridge status
- Wet

**Datum and Projection Information**  
 Vertical Datum: AHD71  
 Horizontal Datum: GDA94  
 Projection: MGA Zone 50  
 Spheroid: GRS80

**Project Information**  
 Client: Daniel Wong  
 Map Author: Andrew Watson  
 Task ID: B1305  
 Compilation date: 6/12/2019  
 Edition: Version 1

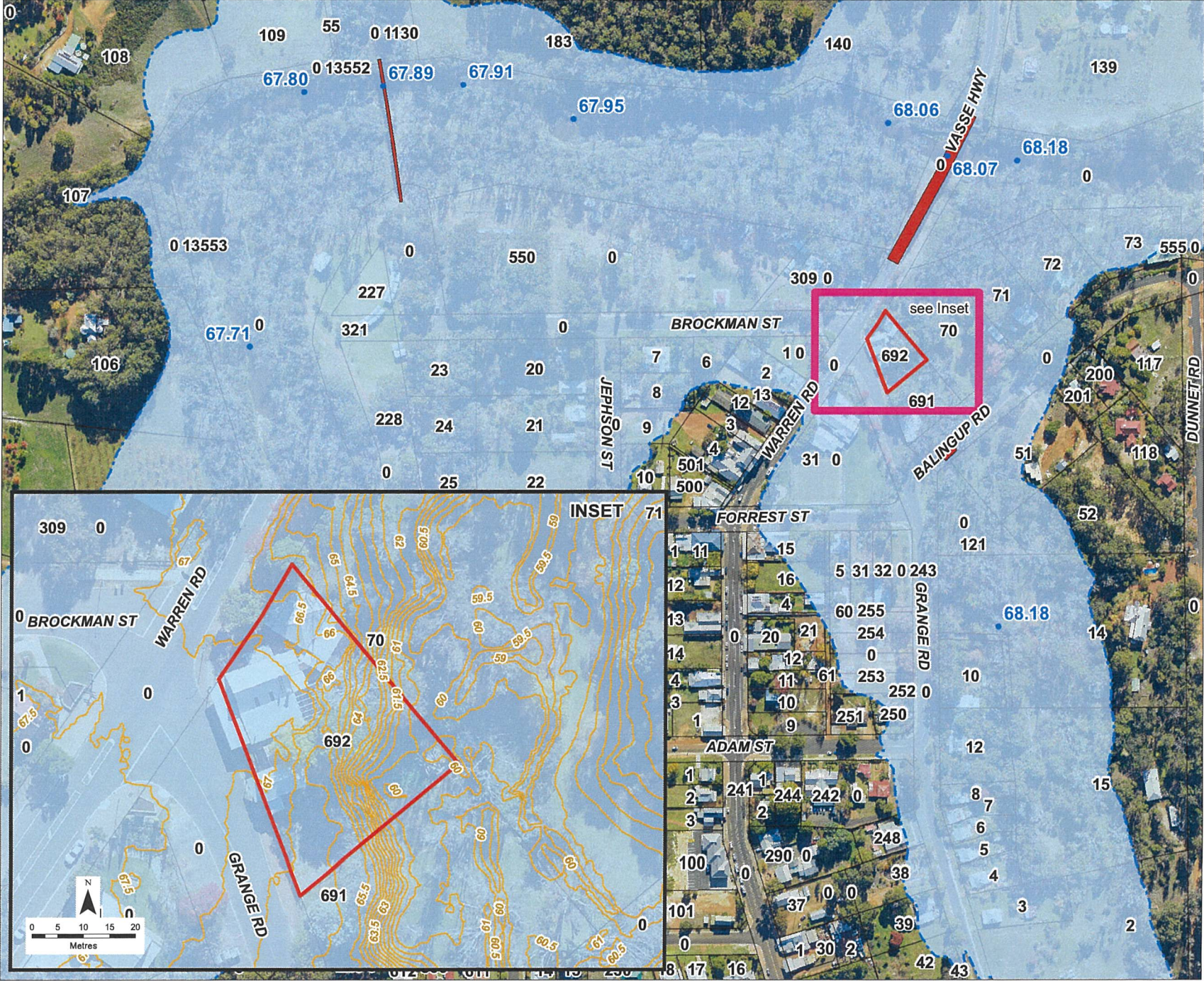
**SOURCES**

The Department of Water and Environmental Regulation acknowledges the following datasets and their custodians in the production of this map:

Cadastral (LGATE\_218) - SLIP - Landgate - 2019  
 Road Centrelines, DLI - Landgate - 2016  
 Nannup\_MGA250\_10cm.ecw - Fugro - 2019

Government of Western Australia  
 Department of Water and Environmental Regulation

This map is a product of the Department of Water and Environmental Regulation and was printed on 6/12/2019.  
 This map was produced with the intent that it be used for display purposes at the scale of 1:4,000 when printed at A4.  
 While the Department of Water and Environmental Regulation has made all reasonable efforts to ensure the accuracy of this data, the department accepts no responsibility for any inaccuracies and persons relying on this data do so at their own risk.





## Attachment 12.2.4

**Jane Buckland**

---

**From:** Geoff Spragg <geoff.spragg@outlook.com>  
**Sent:** Tuesday, 7 January 2020 7:54 PM  
**To:** Jane Buckland  
**Subject:** DA - Lot 692 (1) Warren Road - Department response

Hi Jane

Please find the following response to the Department of Water and Regulation's request .

The proposed brewing equipment to be used is a Microbatch 120 litre Braufox brewery with maximum production of 26 Kilolitres per year . Additional small volumes of kegged cider and beer will be outsourced if required .

Components of the brewing process include fresh town water ( approx 95 % ) and the grain , hops , yeast , honey , fruit , herbs and spices make up the balance . The treatment of the resulting waste of these 100 % natural and harmless ingredients is outlined as followed ;

- Spent ( used ) grain is ideal animal fodder and we believe after having conversations with local community members the estimated 5000 kg produced annually will be eagerly sought after by local livestock owners and primary producers resulting in 100 % leaving the property .
- Estimated 1300 litres of liquid waste water produced annually containing boiled hops , suspended grain and fruit sediment is to be discharged via the deep sewerage system .
- Steam will be used as the method of cleaning and sanitizing of brewing , fermenting and storage equipment resulting in no harmful by-products . The small volume of liquid waste will be discharged via the deep sewage system .

We trust the above information should satisfy the department .

Kind Regards

Geoff Spragg

## Jane Buckland

---

**From:** Geoff Spragg <geoff.spragg@outlook.com>  
**Sent:** Tuesday, 7 January 2020 8:15 PM  
**To:** Jane Buckland  
**Subject:** DA - Lot 692(1) Warren Road - response to residents

Hi Jane .

Thank you for the opportunity to respond to letters from local Nannup residents and we appreciate their concerns and address their points as follows ;

- Both neighboring properties are aesthetically delightful as a result from continual hard work of the land owners . We also appreciate that there is the sometimes running Drybrook Creek that represents a potential hazard to visiting patrons and more so young children . Therefore appropriate boundary fencing will be installed to ensure that there will be minimal risk that patrons can spill over to both neighboring properties .
- With regards to noise level - all courtesy and respect will be demonstrated not just to the immediate neighbors but the whole Nannup community . We also foresee that influences such as evening temperatures will affect outside patronage and an increase to existing noise levels will be minimal and responsibly managed .
- We will work with the Shire and event coordinators with respect to parking yet we are not proposing to increase maximum allowable patronage numbers from what is permitted with the existing license held by the Nannup Bridge Cafe . Certainly we aim to increase customer numbers and this will be an overall benefit to Nannup as outlined in our application .
- Not just the position of the property but also the success of the proposed brewery makes it imperative the development be appealing and ideally reflect Nannups heritage . We want to work with the Shire to potentially extend the existing garage veranda along the front of the proposed toilet / shower block , include front vegetation / flower beds , and to improve the footpath .

We look forward to working with the Shire and residents to make this a success to the complete Nannup community .

Kind Regards

Geoff Spragg



## Jane Buckland

---

**From:** Geoff Spragg <geoff.spragg@outlook.com>  
**Sent:** Sunday, 16 February 2020 8:02 PM  
**To:** Jane Buckland  
**Cc:** Geoff Spragg  
**Subject:** Fw: Department response

---

Good Morning Jane

We acknowledge the proposed development is within the floodplains with a floor level of 67.19 m AHD and with respect to the Department of Water and Environmental Regulation comments please consider the following ;

Flood Management ;

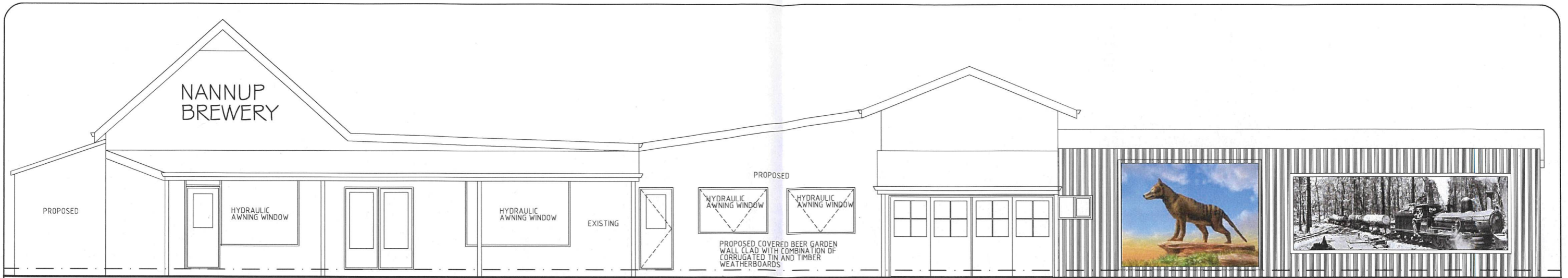
- The footprint of the proposed abluion does not exceed the existing buildings in the direction of potential flood water flow and hence will not create more of a obstacle .
- Multiple planned exists lead in the direction of higher ground for evacuation purposes .
- Preferred building materials include steel frame and joists and fibre cement sheeting which has moisture and rot resistant properties ( eg Scyon , Villaboard and Hardie Groove ).
- Electrical single and three phase wiring , connections and outlets will be installed as high as practical . Any ground level lighting will be 12V and suitable to be fully submerged .

Effluent Management ;

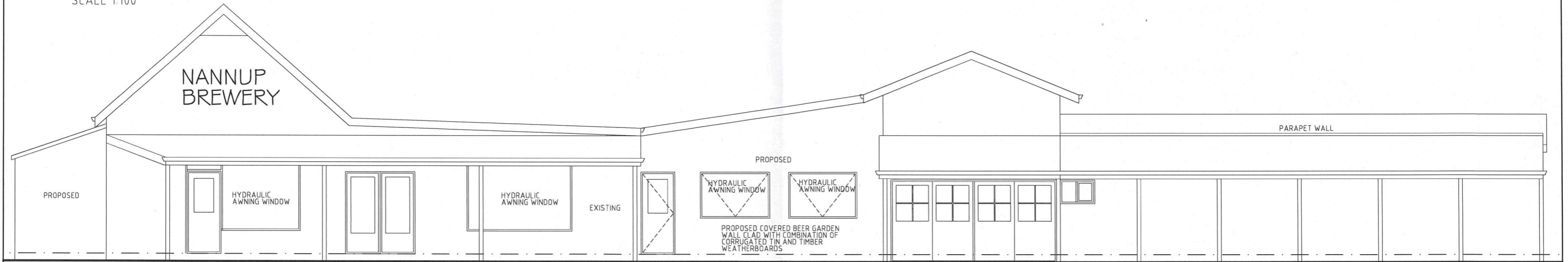
- We are working on the Water Authority Application to Discharge Commercial and Trade Wastewater to Sewer and will keep you updated closer to the council meeting .
- We plan to have no discharge of any brewing waste to the land or subsoil with the wastewater being discharged into the sewer and spent grain being utilized off site as described in previous correspondences .

Kind Regards

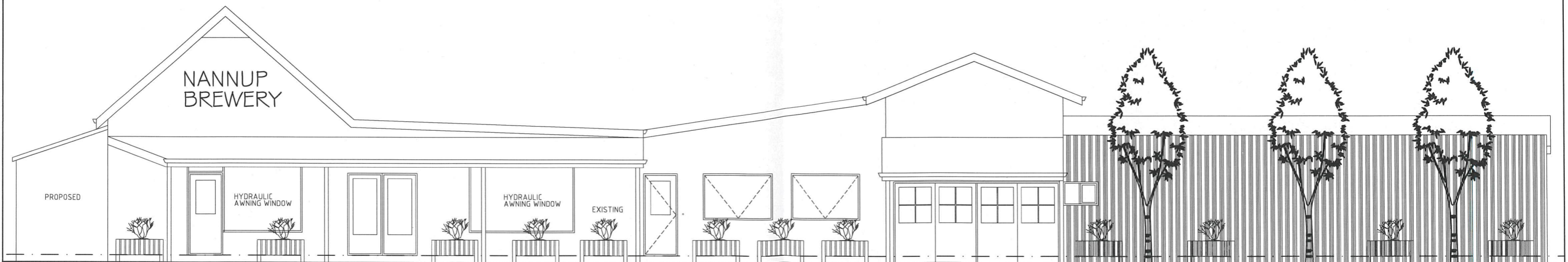
Geoff Spragg



**GRANGE ROAD ELEVATION**  
SCALE 1:100



**GRANGE ROAD ELEVATION**  
SCALE 1:100



**GRANGE ROAD ELEVATION**  
SCALE 1:100




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DATE	10th FEBRUARY 2020
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DRAWN	ROD
CHECKED	

PROJECT	NANNUP BREWERY LOT 692 WARREN RD NANNUP
---------	---

ISSUE	CONCEPT
DWG TITLE	ELEVATIONS
PROJECT No	DRAWING No
	DRAW#-3













## Attachment 12.2.5

### 3.13.11 Town Centre Zone

#### 3.13.11.1 Specific Objectives of the Zone

- (a) To provide for the development or redevelopment of land within the zone for a broad range of uses which the local government considers is appropriate to the town centre serving the residents and visitors.
- (b) To encourage new development within the zone to achieve a high standard in relation to the historic character of Nannup to assist in promoting the town centre in terms of its own distinctive identity and attraction.
- (c) To promote townscape improvement in accordance with any adopted Townscape Plan.

#### 3.13.11.2 Building Setbacks

- (a) Development may be provided with a nil setback to any street frontage within the zone.
- (b) Development may be provided with a nil setback to the side and rear boundaries of the subject land provided that the site does not adjoin any land used or zoned for residential purposes, in which case the development shall be setback in accordance with the Residential Design Codes.

#### ~~3.13.11.3~~ 3.13.11.3 Development Standards

- (a) For the purpose of maintaining the existing streetscape, character and heritage significance of the Town Centre Zone, the local government may:
  - (i) require that on-site car parking bays be located at the rear of the development;
  - (ii) require that access to car parking areas be provided from a secondary or rear street or right of way, where available; and/or
  - (iii) reduce the required number of on-site car parking bays.
- (b) Notwithstanding clause 4.2, the development of land for residential purposes within the Zone is to conform to the provisions of the Residential Design Codes with respect to the R20 density code, except where land is connected to a reticulated sewerage network, the R30 density code is to apply.
- (c) In considering an application for approval to demolish a building within the zone, the local government may:
  - (i) defer consideration of the application until it has received and approved an application for subsequent development of the site; or
  - (ii) approve the application, subject to conditions including the retention, maintenance, reinstatement and re-positioning of any part of the building proposed to be demolished.

## PART 5 – SPECIAL CONTROL AREAS

### 5.1 OPERATION OF SPECIAL CONTROL AREAS

The following Special Control Areas are shown on the Scheme Maps:

- **Flood Risk Land** – relates to areas liable for flooding.
- **Landscape Values Area** – relates to the conservation and enhancement of significant natural and man made landscapes including the preservation of significant vegetation, prominent landforms and view corridors.
- **Special Rural Policy Area** – relates to areas considered suitable for further investigation for rural-residential development.
- **Heritage Area** – relates to the conservation and enhancement of heritage areas.
- **Public Drinking Water Source Area** – relates to the protection of public drinking water supplies.

### 5.2 SPECIAL CONTROL AREA PROVISIONS

Special control areas are shown on the Scheme Map. The provisions of the special control area apply in addition to the provisions of the zone and any general provisions of the Scheme.

#### 5.2.1 Flood Risk Land

5.2.1.1 Notwithstanding any other provision of the Scheme.

- (a) the local government shall not grant approval to the carrying out of any development on land (or portion(s) thereof) that is shown on the Scheme Map as being flood risk land or where land abuts the Blackwood River unless an assessment has been made of:
  - (i) the effect of the proposed development on the efficiency and capacity of the floodway to carry and discharge flood water;
  - (ii) the safety of the proposed development in time of flood; and
  - (iii) whether the proposed development involves any possible risk to life, human safety or private property in time of flood.
- (b) A person shall not carry out any development on land (or portion(s) thereof) identified as flood prone land on the Scheme Map or on other land which, in the opinion of the local government, may be liable to flooding, unless:
  - (i) the floor of any dwelling house or other habitable building is, or will be, raised a minimum of 500 millimetres (mm) above the 1 in 100 year flood level identified for the land;
  - (ii) the base of the septic tank/leach drain system is to be a minimum 300mm above the 1 in 100 year flood level identified for the land and fitted with appropriate devices to prevent back flow of effluent or ground water.  
This requirement may be removed if an approved alternative treatment unit was installed instead of a conventional septic tank/leach drain effluent disposal system;

- (iii) where the proposed development is for residential purposes an engineering certification is to be submitted. This certification is to ensure that the dwelling has been designed taking into account the potential forces of flood waters; and
- (iv) where the proposed development is for residential purposes a licensed survey shall be submitted confirming the floor level height of the building compared to the identified flood level for the portion of the subject land. This survey is to be carried out and submitted for local government endorsement upon completion of the sand pad or stumping network of the proposed building. No further works on the proposed building are to be commenced until local government endorsement of the survey information has been given.

5.2.1.2 For land identified by the Blackwood River Flood Study 1983 as being within the 1 in 25 year flood level, residential development (new dwellings and extension to existing dwellings) should be connected to the reticulated sewerage network unless the applicant suitably demonstrates to the satisfaction of the local government that -

- (a) on-site effluent disposal can be accommodated to address human health and environmental risk; and
- (b) it is not feasible to connect to the reticulated sewerage network.

*AMD 14 GG 13/06/14*

5.2.1.3 Where proposals are received for the development of extensions or additions to existing residential development sited within a flood risk area, the requirements of sub-clause 5.2.1.1(b)(i) will be waived where such extensions/additions do not exceed 25 per cent of the floor area of the existing building.

*AMD 7 GG 9/3/2010*

5.2.1.4 Proposals for the development of tourist or commercial uses within flood risk land will be assessed by the local government having regard to the type, size and scale of the proposed development and the comments of the Department of Water which are to be sought and obtained prior to any decision being made.

*AMD 7 GG 9/3/2010*

5.2.1.5 For the purposes of sub-clause 5.2.1.1, the local government may consult with, and take into consideration, the advice of the Department of Water, in relation to the delineation of flood ways and flood prone land, the effect of the development on a floodway, and any other measures to offset the effects of flooding.

*AMD 7 GG 9/3/2010*

5.2.1.6 Any decision made by the local government in pursuance of this clause is deemed to be a decision made in 'good faith' and the local government is hereby forever indemnified against any claim made by any person and relating to any loss whatsoever arising from such a decision.

5.2.1.7 Where land which is identified as being Flood Risk Land is proposed to be subdivided the local government, if resolving to support the application for subdivision, shall recommend to the Commission that memorials be placed on newly created titles to ensure prospective purchasers are aware that the land may be prone to flooding.



### Actions

The local government will:

- C4) prepare a Nannup townsite water management strategy to ensure future development can be effectively accommodated and stormwater systems can accommodate safe, increasingly sustainable and cost effective water management; and
- C5) refer proposals to the DWER for comment that rely upon access to significant water sources and/or have the potential to export nutrients to these sources and give due regard to those comments.

## 4.2 Flood Risk

### Aims

The aims are to:

- A10) preserve the natural ecological and drainage function of rivers, watercourses, drainage systems and floodplains and limit the potential for damage to buildings caused by flooding and/or inundation;
- A11) take a long term strategic perspective relating to flood risks including ensuring that subdivision and more intensive development is not impacted by flooding; and
- A12) take a precautionary approach, in order to minimise flood risk to people, property and infrastructure.

### Strategy

The local government's strategy is to:

- S13) prohibit and/or restrict further buildings, structures, development, site works, fencing and landfill which will adversely affect the flow of floodwaters, should it be anticipated that it will create impacts on upstream, adjoining and nearby land and flood levels will increase, or where the risk to people and property are expected to increase;
- S14) require that scheme amendment requests, subdivision applications or development applications, to facilitate urban, rural residential or rural smallholding uses within flood risk areas, are to comply with the outcomes of the applicable flood study. If a flood study is not available, the local government will require the proponent to commission a hydrological assessment;
- S15) consider on its merits subdivision/amalgamation applications (boundary adjustments) or some minor development applications (e.g. change of use to an existing building) where the flood risks are considered acceptable by the local government;
- S16) consider the suitability of proposals by ensuring that an assessment is made of:
  - i. the effect of the proposed development on the efficiency and capacity of the floodplain to carry and discharge water;
  - ii. the safety of the proposed development in time of flood;
  - iii. whether the proposed development involves any possible risk to life, human safety or private property in time of flood; and
- S17) require that new buildings achieve a finished floor level suitable to prevent water from flooding and/or a storm event having an average recurrence interval of 1 in 100 years ARI (average recurrence interval) from entering the building. The floor

levels for habitable buildings are to be at least 0.5 metre above the 100 year ARI flood level unless justified by the proponent to the satisfaction of the DWER.

#### Actions

The local government will:

- C6) show identified flood risk land within a Special Control Area in LPS4; and
- C7) seek DWER advice in regard to proposals, as considered appropriate by the local government, where there is flood risk.

### 4.3 Public Drinking Water Source Protection Areas

#### Aim

- A13) To ensure that land use and development within the Public Drinking Water Source Protection Areas (PDWSPA) are compatible with the protection and long-term management of water resources for public water supply and water catchment areas designated under the *Country Areas Water Supply Act 1947* or any updates.

#### Strategy

The local government's strategy is to:

- S18) ensure that PDWSPA are protected from inappropriate land uses and development;
- S19) endorse the Water Source Protection Plans for Tanjannerup Creek Dam, Millstream Dam and the Nannup Water Reserve and any additional plans having due regard to *Water Quality Note No.25 Land use compatibility tables for public drinking water source areas*; and
- S20) require and promote catchment management principles to minimise nutrient export and pollution.

#### Actions

The local government will:

- C8) show PDWSPA as a Special Control Area in LPS4;
- C9) include provisions relating to minimising the potential for pollution and land degradation within the PDWSPA in LPS4; and
- C10) refer proposals to the DWER where the local government considers that a proposal would impact on catchment area management.

### 4.4 Rivers, Watercourses and Wetlands

#### Aims

The aims are to:

- A14) conserve ecological values and the associated water quality of the rivers, watercourse and wetlands in the Shire;
- A15) protect rivers, watercourses and wetlands from incompatible development; and
- A16) encourage restoration and repair of rivers, watercourses and wetlands and associated riparian areas.



### Strategy

The local government's strategy is to:

- S53) ensure sufficient land is allocated to meet current and future demand for industrial development;
- S54) encourage development and diversification of existing industrial areas that will strengthen and broaden the economic base of the Shire and provide employment opportunities whilst minimising impacts on surrounding areas;
- S55) encourage the on-going operation of the Nannup timber mill;
- S56) encourage and facilitate employment generating development which will contribute to the economic and social well-being of the Shire; and
- S57) minimise land use conflict between industrial and sensitive land uses and ensure that there are adequate buffers. Where appropriate, provide for the establishment of appropriate landscaping and screening buffers.

### Actions

The local government will:

- C33) rename the 'Industry' Zone as 'General Industry' in LPS4;
- C34) recognise the land to the east of the existing industrial estate on Sexton Way is required for future industry (General and Light Industry). A structure plan and amendment to the Local Planning Scheme will be required prior to industrial subdivision and development that addresses matters including:
  - i. impacts/emissions (including noise, dust and other impacts) meeting relevant environmental standards, to the satisfaction of EPA Guidelines;
  - ii. vehicle movement, off-street car parking, stormwater management, wastewater disposal and other servicing;
  - iii. bushfire planning, hazard separation and management;
  - iv. effluent disposal capability; and
  - v. consideration of the suitability of rural enterprise (composite residential/light industrial) within the light industrial area, which addresses the requirements of section 6.2 of the *Rural Planning Guidelines* and serves as an interface to the adjacent future residential.
- C35) consider caretaker dwellings subject to adequate separation and amenity between dwelling and business activities;
- C36) protect the Nannup timber mill having regard to its economic significance and to allow a range of compatible uses and value adding timber/associated industries that provide increased employment opportunities and activity; and
- C37) require further detailed investigations and a structure plan in the event that the Nannup timber mill has surplus land, relocates or closes.

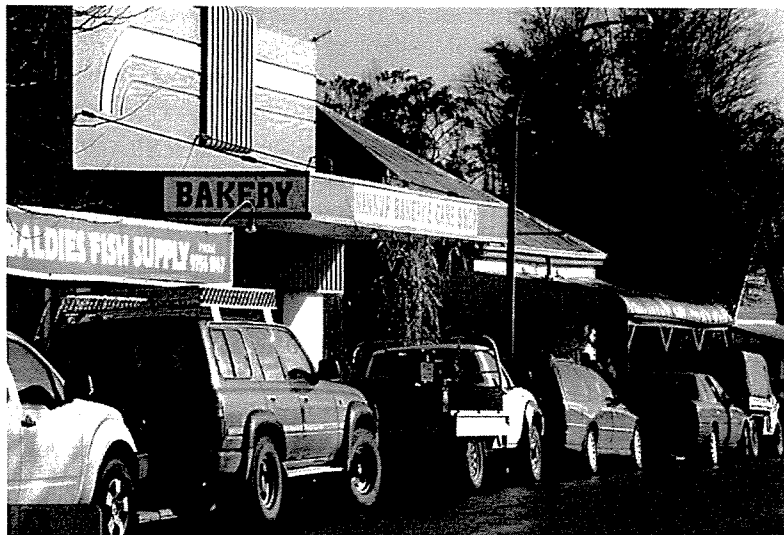
## 5.3 Town Centre

### Aims

The aims are to:

- A41) ensure the Nannup town centre remains the principal commercial/retail centre for the Shire;

- A42) provide for wide ranging uses including shopping, office and commercial development together with social, recreational, community, tourist, entertainment and residential activities to service the Shire along with visitors and tourists;
- A43) require a high standard of design which is sympathetic to its historic qualities; and
- A44) support and enhance the town centre as a well-designed local activity centre.



Nannup Main Street

### Strategy

The local government's strategy is to:

- S58) support a wide range of appropriate land uses and mixed use development;
- S59) provide for a consolidated, accessible, safe, attractive and vibrant town centre;
- S60) promote increased integration between the town centre and the Blackwood River;
- S61) protect and enhance the visual and heritage elements of the town centre;
- S62) promote Warren Road as the focus for activity and development;
- S63) ensure that development and open areas are of high quality, achieve a unified theme and promote the retention of features which enhance its appearance and sense of identity;
- S64) ensure that development conforms to any Local Planning Policy or Townscape Plan adopted by the local government; and
- S65) support appropriate signage; however not support a proliferation of signs that detract from the area's amenity.

### Actions

The local government will:

- C38) delete the 'Mixed Use' Zone in the preparation of LPS4 and zone these sites as 'Commercial';
- C39) retain the 'Commercial' zone in the preparation of LPS4;
- C40) review the range of permitted and discretionary uses in the Commercial Zone generally seeking to accommodate a wide range of appropriate uses; and
- C41) continue to implement, and seek to appropriately fund the implementation of adopted townscape and master plans for the town centre.

## 8.0 DEVELOPMENT GUIDELINES

### **Town Character**

The Nannup community perceives the character of the town as contained in two major interlinking themes, which are:

- A "Garden Village", and
- A working timber town, originating primarily in the thirty years either side of 1900.

These concepts are to be used in a complementary manner as design parameters, and the main source of design inspiration for future development.

### **Objectives**

All new development and redevelopment within the Nannup Main Street Heritage Area should contribute positively to the recognised heritage values and established townscape quality of Nannup's main street.

The Council requires that all proposals for new development and additions to existing development within the Heritage Area shall:

- add to the range of services and facilities available to the town residents and its visitors;
- ensure through appropriate design that the strong "Garden Village" character, and "working timber town" identity/role of the town is preserved, particularly in regard to development size, form, height and scale;
- be compatible with existing development, particularly in regard to building materials, shop front design, front setbacks, the use of colour, the application of advertising signage and the location and form of fencing;
- enhance the existing overall visual appearance of the Heritage Area;
- improve the provision of weather protection for pedestrians; and
- build upon the existing strong sense of community, and improve the economic viability of the town.

### **Land Uses**

Land uses are directly controlled through Part 4 of Local Planning Scheme No. 3.

## **PLACES OF HERITAGE SIGNIFICANCE**

The Shire of Nannup Municipal Inventory (Feb. 1996) records a number of places within the Nannup Main Street Heritage Area as having varying degrees of cultural heritage significance.

Some other places within the Area have lesser heritage significance, but nevertheless contribute to the town's overall heritage quality. Applicants are advised to discuss

## **MATERIALS & DETAILS**

The most common original building material for walls within the Heritage Area is weatherboard. Red/orange bricks, and/or rendered finished masonry are also widespread. Some stone has been used, mostly associated with fencing. Custom orb ("corrugated iron" or zinalume) is a traditional material that is used widely for roofing, and for some walls.

Modern decorative bricks, pale-coloured bricks or tumble-finished bricks should be avoided, as should fibro cement planks and sheeting, and steel sheeting other than custom orb profile.

A broad representation of "Development Character" is illustrated in an Appendix to this Policy. It gives examples of appropriate colours for Nannup, and suggested approaches to material selection.

## **VERANDAHS & AWNINGS**

Verandahs and awnings provide shade and protection from the weather for footpaths and ground level shopfronts. Their provision on new buildings where the intended use of the proposed building makes it feasible will be strongly encouraged, especially where continuity with adjacent verandahs or awnings will result.

Roll-down blinds attached to the front edge of verandahs or awnings are useful for sun protection, and can double as advertising spaces. (See "Outdoor Advertising & Signage")

Both commercial and residential buildings in the Heritage Area have traditionally been built with verandahs or awnings. Those of commercial buildings have nearly all been located over the public footpath, with simple square profile "4x4" posts. Rustic "bush poles" for supports are not acceptable. If the posts are unprotected from vehicles they should be non-structural. If they can be adequately protected then they can be structural elements.

The addition of a verandah or awning to an existing building is acceptable, provided either that the building originally had a verandah or awning, or that one can be added without prejudicing the building's original character and details.

Where appropriate, additions and new buildings should follow precedent and adopt a veranda or awning style in keeping with local examples within the Heritage Area. Overly "bullnose"-style and concave verandahs and awnings are not a part of the Nannup streetscape and should be avoided.

<b>Policy Number:</b>	LPP 011
<b>Policy Type:</b>	Local Planning Policy
<b>Policy Name:</b>	<b>Development in Flood Risk Areas</b>
<b>Policy Owner:</b>	Chief Executive Officer

**Authority:** Shire of Nannup Local Planning Scheme No.3

---

## **OBJECTIVES**

To restrict the subdivision of land within flood risk areas.

To limit more intensive development within flood risk areas.

## **DEFINITIONS**

### **Flood Risk Areas:**

Relates to that land as identified by the Department of Water as being within the '1 in 25 Average Recurrence Interval (ARI) Floodplain' and the '1 in 100 ARI Floodplain' as set out in the *Blackwood River Flood Study* or other flood risk land as advised by the Department of Water.

## **POLICY**

This policy applies to individual flood risk land within the district.

The local government will take a precautionary approach to flood risk.

The local government recognises there is a significant difference in allowing a house and an outbuilding (shed) on a historically created lot, which is completely in flood risk areas, compared to now creating additional new lots in the flood risk areas.

The local government does not support subdivision that will create further flood risk lots unless a suitable sized building envelope/suitable building area are located outside of the 1 in 100 ARI floodplain.

The local government seeks to ensure that new lots are both suitable and capable for the intended purpose.

The local government requires that applicants suitably demonstrate a site's suitability and capability for subdivision and associated development which includes addressing flood risk. This includes addressing matters set out in clause 6.2.1 of the Scheme.



The local government will have regard to the Scheme, relevant State Planning Policies, the *Blackwood River Flood Study*, information provided by the applicant and as appropriate advice from the Department of Water to determine applications.

Related Policies:	
Related Procedures/ Documents:	
Delegation Level:	CEO, Executive Officer, Building Surveyor, Development Services Officer
Adopted:	OM 09 June 1994
Reviewed:	OM 28 January 2016



## Links to Local Planning Scheme and other documents

This Policy relates to various requirements set out in LPS3, the Shire of Nannup Local Planning Strategy, the R Codes and relevant Australian Standards.

The provision of onsite parking is a requirement of LPS3 for new development and for various changes in land use (especially if the proposed use is expected to increase the demand for car parking spaces and/or lead to increased traffic impacts). The number of car parking spaces to be provided in relation to a range of different land use types is set out in Schedule 11 of LPS3.

## POLICY

### 1. General

No development shall be occupied or a use commenced on a lot unless and until the on-site vehicle parking areas, associated access driveways and the crossover/s, as set out in the Planning Approval, have been constructed and completed, and the parking bays clearly defined or marked out to the specification and satisfaction of the local government. The local government will support performance bonds to assist in enabling earlier occupation for the development and/or use.

There is a presumption in this Policy in favour of parking areas and crossovers being sealed and suitably drained. Unless otherwise set out in this Policy or approved by the local government, car parking spaces, vehicular manoeuvring areas and access ways are to be sealed for new development within the Nannup townsite and in urban zones e.g. the Town Centre, Mixed Use, Industry, Residential and Future Development zones and for the Special Use Zone (within and adjoining the Nannup townsite).

There is a presumption in this Policy for crossovers to be sealed onto sealed roads in the Nannup townsite and for land zoned Residential and Special Residential outside the Nannup townsite.

Except for a single house and certain group dwelling proposals, all car parking spaces should be designed so vehicles can enter and leave the site in a forward direction. Additionally, car parking should be designed so that both ingress and egress from each space can be achieved in one movement.

Tandem car parking is not supported for commercial or industrial development. Although generally discouraged, the local government may permit tandem parking in some forms of residential development.

An existing building extended, with or without a change of land use, may be required to comply, wholly or partly, with the provisions of this Policy. The local government shall determine the extent of car parking required in each

case, having regard to the degree of extensions and the nature of the altered land use.

Where redevelopment of an existing approved building is proposed, then the gross floor area of the existing building will be deleted from the gross floor area of the new building for determining additional car parking requirements (i.e. provided that existing parking bay numbers are retained, additional parking is only required for new floor space established). This provision is therefore not intended as a control or means to achieve retrospective provision of car parking to service an existing development, provided the land use remains the same (there is no intensification of car parking and traffic).

An applicant shall have regard, as appropriate, for the on-site provision of parking for owners/operators, staff, customers, people with disabilities, in addition to loading spaces and special purpose bays.

The local government may through issuing planning approvals or making recommendations on subdivision applications, require applicants to provide reciprocal rights of access to facilitate parking and access arrangements with adjoining owners.

Where a Planning Application proposes access to a road under the control of Main Roads Western Australia (which means the State Government's lead agency that is responsible for managing highways and the primary road network should it be renamed), the location and standard of access are to be to the satisfaction of the local government and Main Roads Western Australia.

Stormwater from impervious surfaces is to be designed and managed in accordance with the *Decision process of stormwater management in Western Australia* (DoW 2009) using systems as outlined in the *Stormwater management manual for Western Australia* (DoW 2007-2009).

## 2. Location and Availability

In most situations, car parking will be provided on-site. On-site car parking should be situated in locations readily accessible to staff, clients, residents and visitors, as the case may be to the satisfaction of the local government.

The number of on-site car parking spaces required to be provided for a particular development/use is set out in Schedule 11 of LPS3 or in the R Codes. The local government reserves the right to define a car parking requirement for uses not detailed according to the merits of the particular development proposed.

Unless otherwise set out in LPS3, premises and/or proposals with more than one use will be determined on the basis of the floor area for the use.

Unless otherwise set out in LPS3, the car parking standard to be applied by the local government is gross floor area.



# Attachment 12.3.1

## 3 Tier Youth Mental Health Program – Warren Blackwood

*“By age 15, 50% of mental disorders have already begun. This increases to 75% by 25. Early **trauma** can have life-long consequences if not addressed. Yet, many young people say they can’t access the help they need. **Suicide is the leading cause of death** for young people in WA. 1 in 3 deaths of young people is from suicide. An estimated 41,000 Australian teens attempt suicide each year. 1 in 12 teens say they **self-harmed** in the past year. 1 in 5 teens say they experience high levels of **psychological distress**. Bullying and cyberbullying have worsened in recent years with increased use of technology. We need new knowledge to develop the **strategies and solutions** to address this growing crisis.”*

Telethon Kids Institute, Embrace research

### The Program

The Three Tier Youth Mental Health Program (3TYMHP) is one of our flagship programs with a unique approach to the complex issues of youth mental health and youth suicide, encompassing mental health awareness, prevention and intervention for secondary school students. The program breaks down the barriers and stigmas around mental health in our youth, promotes discussion, encourages help seeking behaviours and provides individual treatment and support to those in need.

Program Objectives include increasing:

- awareness of mental health issues and opportunities for recovery
- knowledge of coping strategies for specific mental health issues
- access to appropriate support to young people with mental health problems

The program targets secondary students in year 10. **Tier 1** involves an **awareness** raising presentation delivered by an Ambassador who has lived experience of mental health issues. The presentation covers topics including maintaining physical and mental wellbeing, overcoming life’s obstacles, peer pressure, how to ask for help and the importance of leadership and teamwork



**Tier 2** focuses on **prevention** and involves the presentation of 4 workshops in each high school across the Warren Blackwood region. The workshops cover a range of topics that including drugs & alcohol, mental health, body image, stress & coping strategies, family violence, self-harm and suicide. The workshops focus on prevention strategies and help seeking behaviours. The workshops provide education to the students on the skills, resources and the right environment to discuss issues. They aim to break down stigmas and barriers and encourage self-referral or support seeking activities.

**Tier 3** focuses on developing linkages between schools, general practitioners, community agencies and mental health service providers. This ensures that young people who have mental health problems are provided with appropriate one on one support through counselling and other mental health treatment options.

It is the three tier model of program delivery that makes it unique, providing a collaborative approach to prevention, early intervention and facilitating access to appropriate treatment services for those young people who need them.

## Background:

- In 2013, in response to community crisis and following on from the One Life Suicide Prevention Program (MHC), GP down south developed the highly successful 3 Tier Youth Mental Health Program in the Peel region. Between 2013 and 2017, this program was supported via community fundraising and donations as well as One Life Suicide Prevention Small Grants fund.
- In 2015 the Peel 3TYMHP was independently evaluated. SDF Global rated the program with high overall relevance across all three characteristics. From the SDF Global 2015 report pg 12: “the three tier structure...is innovative compared with existing services” “objectives are closely linked to the overall goals of the program and to the literature around youth mental health and recovery” “the schools based program design is in close alignment with current WA strategy” “the diverse and linked nature of the three tiers gives students a platform on which to seek help in a way that is most suitable”.
- **The State Government made a 2017 election commitment to fund the 3 Tier Youth Mental Health Program in the Peel Region with potential that this program that may be able to be implemented in other regions.**
- The Mental Health Commission is currently funding this program in Peel for 3 years (2018 to 2020).
- In 2017 GP down south piloted the 3 Tier Youth Mental Health Program in the Warren Blackwood region. Funding was secured for 2018 and an extension granted for 2019.
- The Pilot was implemented with a clear focus on local needs. The integration of the Global Ambassador presentation into the regional schools Mental Health Expo was a strength of the Pilot. Maintaining connection with schools and local services throughout the year could potentially create a more unified approach to addressing mental health and wellbeing for young people.
- Every public high school in the Warren Blackwood (six high schools in total) have participated since the program was piloted. A local Catholic College has expressed an interest to participate in 2020.
- The program has been tailored for local requirements and links in to service providers in the region.
- The program has established a strong working relationship with locally based grassroots youth organisation – Blackwood Youth Action – who deliver Tier 2 workshops in schools and parts of Tier 3.
- Blackwood Youth Action undertake their own fundraising activities to fund a referral pathway for Tier 3 – one on one counselling sessions with a specialist adolescent psychologist.
- The program has developed and maintained relationships with schools, medical practices, mental health practitioners and service providers in the Warren Blackwood. These linkages



have strengthened local knowledge and referral pathways, ensuring young people have access to the services most appropriate to their needs.

### Outcomes:

2017

- 5 high schools participated.
- 127 year 10 students attended Tier 1.
- 77 students participated in the Tier 2 workshops.
- Tier 3 involved 67 young people referred by their GP to individual services.

2018

- 5 high schools participated.
- 160 year 10 students attended Tier 1.
- 82 students participated in Tier 2 workshops.
- 84 students referred into Tier 3\*.
- Comprehensive referral pathways and service provider resource document created allowing General Practitioners to see available services in the region and expected waiting periods.

2019

- 6 high schools participated
- 159 year 10 students attended Tier 1.
- 49 students participated in Tier 2 workshops.
- 133 students referred into Tier 3 to date\*.
- Fridge magnet produced with helpful numbers, website and apps for students to take home – supports parents to also know who to contact if help is needed.
- Yoga for mental health program run during Youth Week.
- Warren Blackwood Youth Jobs Facebook Page: a platform to assist young people find volunteering roles, work experience and jobs.

\* This figure relates to only one mental health clinician in the region who shares data with us. Students also have access to other service providers, however, we don't have the means to track and monitor other service providers.



### **Taylor's story:**

Taylor is a 17 year old girl living in a small rural community in the Warren Blackwood region.

*"Three years ago I thought that life was meaningless and not worth living. My mum left us when I was 7. Dad said it was because of me and brother. That we were too much for her. When I was in Year 9, it suddenly hit me, that I didn't have a mum. Dad doesn't work. He never has. He has back pain, and smokes a lot of weed to help with his pain. We don't have any money, and sometimes we don't even have enough food to eat.*

*When I was in Year 9, I felt so different to the others. I didn't fit in at all. A couple of the popular girls would giggle and talk about me when I walked past. I didn't have the right uniform, and none of the cool new gear and phones and other stuff that they had.*

*A few times I stole some of Dad's pot and smoked it to feel better. It helped...at the time.*

*I spent a lot of time on my own in my room. I started cutting, just to feel something. I cried myself to sleep every night. I felt like no one cared. I felt like a weirdo. Like a nutter.*

*Then when I got to Year 10, I heard Amy talk at Manjimup High School. She was so open and honest about her struggles when she was my age. Her story was different to mine, but I felt like I wasn't alone. She talked about mental illness like it wasn't something only crazy people get. She made me feel normal.*

*After that, my class had some lessons with Fliss about the same stuff. Everyone really opened up. Some of the kids talked about how bad they felt too. I saw that some of the popular kids really struggled too. Fliss talked about getting help. She made me realise that there were people who could help me. She talked about all the pressures that young people face, and how it's ok to ask for help when things get too much. At the end of one of the workshops, I spoke to Fliss about how I had been feeling. I told her everything – about how I thought about killing myself every day; about my self harm; about smoking Dad's pot.*

*She made an appointment for me to see Dr Sarah, and took me to the doctors' surgery herself. Dr Sarah asked me lots of questions. I was very nervous, but I trusted her and Fliss, and I knew that I needed help. She wrote a letter to Bec, who is a psychologist, and Bec contacted me. She works in Manjimup, and I could walk to my appointments from school. I didn't want anyone to know I was seeing her, so it was good that I didn't have to see her at school. I saw Bec for about a year. She helped me so much.*

*The 3 Tier program changed my life. Amy made me realise that it was not ok to feel like I was feeling; Fliss made me realise that lots of other people are feeling the same way, and it's ok to get help; Bec gave me the tools to move forwards with my life, and to get better."*

### **Feedback from students & schools:**

*'I learnt a lot about how to deal with problems'*

*'I liked that I could share personal thoughts and experiences in a comfortable and open environment'*

*'How open it was allowing everyone to speak and feel comfortable'*

*'That having mental health issues / illnesses is not bad. It's not something you have to do on your own and you shouldn't be ashamed'*

*'If I didn't have the chance to get help I don't know what state I would be in'*

*'Talking to someone wasn't as scary as I thought and I now feel confident to reach out earlier if I need support'*

*'Counselling has taught me valuable skills that I will use for life'*

*'We would strongly support the continuation of the 3Tier Mental Health strategy for the Warren/Blackwood area. Our school in particular in Nannup is very isolated, with virtually no youth support/mental health services here in town. We have no school Chaplain, school nurse or onsite psych either. Having our students participate in this program has given students not just information about support services but also strategies for helping themselves and their peers. As we have a high level of suicide in this region it seems even more relevant to offer this type of program, for our isolated school context.*

*I can also state that one of our Yr 10's this year has asked for assistance, having been through the program and recognised that they needed support. Feedback from students has been very positive. Given the raised anxiety associated with transition to a senior secondary school, our Yr 10's need this type of support as they move through this change/stage where they often are particularly stressed and vulnerable.*

*Across our school we are also seeing an increase in anxiety and mental health issues, from increasingly lower primary years. I would be very concerned and disappointed to hear that this program were to be cut from our school calendar next year.'*

*Regards,*

*Jane Harris-Brown  
Deputy Principal  
Nannup DHS*

As Deputy Principal at Boyup Brook District High School, our students have been involved with this project for a number of years. Our students have found this program invaluable and it has enabled them to seek advice and to become aware of mental health issues and how to deal with them. This has had a positive effect on their relationships with others and their ability to identify and act upon signs of mental health concerns. As a school I would like to highly recommend that this program continue now and in the future.

Kind regards

Cheree Shields

Deputy Principal

Boyup Brook District High School

## Research

### Mission Australia

Mission Australia has been conducting an annual Youth Survey for 18 years., The Mission Australia Youth Survey is Australia’s largest online youth survey, providing a platform for young people aged 15 to 19 to ‘speak up’ about the issues that really concern them. The 2018 Mission Australia Youth Survey (28, 000 respondents) report **recommended that governments expand programs to support young people** to re-engage with education and provide resources to prepare young people for future work **AND provide evidence-based universal mental health prevention and intervention programs in schools**

Table 10.7: Most important issues in Australia today

	National 2018 %	WA 2018 %	Female %	Male %	WA 2017 %	WA 2016 %
<b>Mental health</b>	<b>43.0</b>	<b>42.2</b>	<b>49.5</b>	<b>34.3</b>	<b>34.4</b>	<b>33.0</b>
<b>Alcohol and drugs</b>	<b>28.7</b>	<b>35.9</b>	<b>33.1</b>	<b>40.4</b>	<b>37.9</b>	<b>38.0</b>
<b>Equity and discrimination</b>	<b>23.4</b>	<b>22.2</b>	<b>23.8</b>	<b>20.4</b>	<b>29.2</b>	<b>24.8</b>
Bullying	17.4	18.2	21.7	14.2	11.7	10.0
The economy and financial matters	11.6	12.0	10.2	14.9	13.1	13.2
Crime, safety and violence	13.5	11.9	12.8	10.8	8.3	9.5
Employment	7.9	10.3	9.2	12.4	13.6	13.2
Health	11.4	9.6	10.1	9.3	6.9	7.7
Education	8.2	9.5	10.3	8.6	13.9	14.1
Homelessness/housing	9.2	8.2	8.7	7.8	5.9	5.8

Note: Items are listed in order of state frequency.



## Mental Health Commission WA

*Our vision is to build a Western Australian mental health, alcohol and other drug service system that: prevents and reduces mental health problems, suicide and suicide attempts; prevents and reduces the adverse impacts of alcohol and other drugs; promotes positive mental health; and enables everyone to work together to encourage and support people who experience mental health, alcohol and other drug problems to stay in the community, out of hospital and live a satisfying, hopeful and contributing life.*

### The Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015–2025 (Plan)

Plan Guiding Principles relevant to the 3TYMHP (taken from the Plan)

<b>Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015–2025 Guiding Principles</b>	<b>How the 3TYMHP Warren Blackwood fits the criteria</b>
Implementation of effective prevention, mental health promotion and early intervention activity across the lifespan is essential to turn the system around	The 3TYMHP program is about awareness, prevention and intervention
Recovery-oriented practice, including supporting people to stay connected to their community, is central to the development of mental health services	Referral pathways & resource document assist local service providers to connect and help young people. In 2019 we have developed a platform to assist young people find volunteering roles, work experience and jobs.
Services value diversity, are culturally secure, consumer focused, family inclusive, and responsive to the needs of individuals	<p>A common theme across feedback from service providers, schools and students was the relevance of 3TYMHP to whole of community responses for improving mental health and decreasing the incidence of suicide. The potential to encourage conversation and support between parents and adolescents was regarded as high, with some schools considering ways to address this alongside the 3TYMHP in the future.</p> <p>The 3 TYMHP is gender and culturally secure and locally relevant.</p>
Improved system navigation, collaboration and integration are priorities to ensure people are supported to get to the right place at the right time	<p>Partnership between GP down south and Blackwood Youth Action provides a collaborative framework and local presence.</p> <p>A Community Engagement Officer undertakes quarterly meetings with Student Services at each participating high school. GPs and local service providers throughout the year. This role has developed linkages between service</p>

	providers across the health, education and community services sectors, ensuring young people receive the care that meets their individual needs.
Turning the System Around - Prevention	<p>The 3TYMHP in the Warren Blackwood is the only early intervention &amp; prevention program being delivered in the region with a collaborative approach.</p> <p>A major five-year study, funded by the National Health and Medical Research Council (NHMRC), found investment in prevention is highly cost-effective</p>
Expansion of preventative based programs at a local level	By providing secure funding for an extended period of time, the 3TYMHP will become an established part of the school year and local mental health awareness campaign

### **What the 3 Tier Youth Mental Health Program delivers in alignment with the Plan**

- reduced rates of people developing mental health, alcohol and other drug problems, reduced attempts of suicide and a halving in the number of people who die by suicide
- services that are integrated, high quality, and person-centred
- a sustainable service system with increased availability of community services and initiatives to improve the efficiency and effectiveness of the system as a whole.

### **Shire of Manjimup Youth Survey Report and Action Plan 2018**

- In the Shire of Manjimup 19% of youth responding to the 2017 Survey had a below average or very low average of Mental Health Well Being (WEMWBS). The majority of these were in the 12-17 year old age group (13%).
- Data from 2004 to 2008 showed that the suicide rate was 3.6 per 1,000 persons per year. This is significantly higher than the state rate ratio of one.
- By 2016 In the Shire of Manjimup, deaths from suicide or self-inflicted injury from 2011 to 2015 were 21 per 100,000 persons for persons aged 0-74 years. This was significantly higher than the state rate of 14 per 100,000 persons. (Social Health Atlas, 2017)
- Partners providing mental health support services within the Shire should be informed of the Youth Survey results. The Shire needs to advocate for services to be promoted and communicated to young people so that their knowledge of support services for mental health is increased.
- Education plays a key role in dispensing and supporting information channels and the development of appropriate information. Key partnership arrangements with the schools should continue. Programs targeted to the Early Years as a prevention strategy will assist with youth development in later years.

## Our Case

The Plan states “Boosting investment in prevention and mental health promotion has been flagged as a priority, see the Prevention” and that “Focusing on children and young people is recognised as vital. The needs of children and young people are recognised throughout the Plan (i.e. across most service streams) and will continue to be a high priority during the implementation of the Plan.”

Connection between awareness, knowledge and access has potential for sustainable positive impact. By design, the 3TYMHP is based on integrating increased awareness to improving knowledge for positive changes in attitudes and helpful behaviours to early intervention and individual support. It was very clear from the feedback that the approach was the right one to make a difference and improve mental health of young people.

“Inadequate investment in prevention and community-based services puts pressure on other parts of the system.”

A National Mental Health Commission study has shown a positive return on investment on preventative mental health programs run in high schools. That is just the direct economic impact on the health system and does not take into account the secondary effects of better school performance, capacity to participate in the community and workforce and greater equity.

<https://www.mentalhealthcommission.gov.au/media/269035/Intervention%207%20Lay%20Summary%20-%20FINAL.PDF>

## Attachment 12.3.2

**From:** HARRIS-BROWN Jane [Nannup District High School] <[Jane.Brown2@education.wa.edu.au](mailto:Jane.Brown2@education.wa.edu.au)>

**Sent:** Thursday, 19 September 2019 1:49 PM

**To:** [bya@westnet.com.au](mailto:bya@westnet.com.au)

**Subject:** RE: Urgent - Letter of Support for continued funding of 3 Tier Youth Mental Health Plan in Warren Blackwood

Hi Tanya,

Apologies as we are in a state of disarray here, emptying classrooms before the holidays so ceilings can be replaced across the ENTIRE school (front office included).

We would strongly support the continuation of the 3Tier Mental Health strategy for the Warren/Blackwood area. Our school in particular in Nannup is very isolated, with virtually no youth support/mental health services here in town. We have no school Chaplain, school nurse or onsite psych either. Having our students participate in this program has given students not just information about support services but also strategies for helping themselves and their peers. As we have a high level of suicide in this region it seems even more relevant to offer this type of program, for our isolated school context. I can also state that one of our Yr 10's this year has asked for assistance, having been through the program and recognised that they needed support. Feedback from students has been very positive. Given the raised anxiety associated with transition to a senior secondary school, our Yr 10's need this type of support as they move through this change/stage where they often are particularly stressed and vulnerable.

Across our school we are also seeing an increase in anxiety and mental health issues, from increasingly lower primary years. I would be very concerned and disappointed to hear that this program were to be cut from our school calendar next year.

Regards,

Jane Harris-Brown  
Deputy Principal  
Nannup DHS

In my role as a Community Nurse working in High Schools across Manjimup, Bridgetown, Nannup and Boyup Brook, I have witnessed firsthand the positive impact the 3 Tier Youth Mental Health Program (YMH) has had on the school community.

The majority of High Schools in the Warren Blackwood area are District High Schools so at the completion of Year 10 students need to transition to a larger High School either in Manjimup or Bunbury.

Manjimup Senior High School (MSHS) is the main campus student's transition to for Year 11 and 12.

Tier 1 of the 3 Tier YMH program is a Mental Health Expo which is hosted by MSHS which brings students from the District High schools together to learn about keeping themselves mentally well.

This is achieved through an engaging presentation delivered by Amy Coombs on her experiences as a teenager struggling with mental health issues.

This half day event is pivotal in promoting positive mental health for young people due to knowledge gained, stigma around mental health being addressed and providing students an opportunity to get to know each other prior to transitioning the following year which reduces anxiety.

The students also meet local service providers available for counselling and support which is so important in rural areas. Access to support is an obstacle for young people due to fears around lack of privacy and transport constraints.

To explain this issue further I will compare access to mental health support in the city compared to the country. Prior to moving to Bridgetown I worked in several High Schools in the Mandurah/Rockingham area.

In metro areas if a student requires referral to see a GP, Registered Nurse or Counsellor for mental health or sexual health concerns, a free appointment can be arranged at the local youth centre after school. The student can walk or travel by bus to the appointment. Young people also have access to other free agencies such as Headspace in metro areas.

If the student wishes for the appointment to be confidential from their family due to a complex situation, providing the limits of confidentiality are adhered to and they are deemed a mature minor this can occur.

In contrast in the country if a student requires access to a health service to be private this is difficult to maintain due to the commonality of living in a small town. There is no option of travelling to neighbouring towns for appointments due to lack of public transport and young people can be quite isolated on farms, unable to attend appointments at all if they do not have a parent/carer willing to transport them.

These issues are addressed in the follow up mental health workshops which are provided across the schools in a more intimate setting in Tier 2 of the program. The workshops offer young people the opportunity to further develop their knowledge and understanding of how to recognise mental health deterioration in themselves and their friends; the importance of early detection and treatment; how to access support

within their community and ensure privacy and the tools to keep themselves mentally well across their life span.

The Community Engagement Officer role which is the third tier of the program promotes improved connection between service providers available in the area for young people. Additionally schools, GP's and counselling services are kept in the loop and are updated regularly on changes to the services available which occur often due to funding changes.

This ensures swift referral to the appropriate service provider for each individual student depending on their specific needs and promotes confidentiality due to clear referral pathways.

The feedback I have received from teachers, students and parents in the Warren Blackwood Community over the last 3 years has indicated how important this program has been in promoting positive mental health and supporting young people and their families through the struggles of adolescence in rural areas.

Felicity Lukins

Community Health Nurse.

# MANJIMUP SENIOR HIGH SCHOOL

Rutherford Street  
Locked Bag 1  
Manjimup WA 6258

*Independent Public School*  
*Ms Kerry Mather, Principal*

Phone: (08) 97713400

Email: [manjimup.shs@education.wa.edu.au](mailto:manjimup.shs@education.wa.edu.au)



## To Whom It May Concern

### Funding Submission: Warren Blackwood Tier 3 Youth Mental Health Program

Manjimup Senior High School have partnered with GP Down South and the Blackwood Action Group for the delivery of the 3 Tier Youth Mental Health Program in the Warren Blackwood region for the past three years. The 3 Tier Youth Mental Health program has a proven track record as being an effective early intervention program to assist young people to develop their mental health and resilience.

We would like to see this initiative continued in the Warren Blackwood region and are confident that GP Down South with the support of the Blackwood Action Group, are well situated to provide strong governance and management of this project which will be of huge benefit to both youth of the region and the wider community.

Students from our school have benefited directly from each stage of intervention in this program, with numerous students ending up with Tier 1 intensive counselling. The program has support from communities across the region with schools embedding this important mental health package into their wrap around services.

The program is comprehensive and far reaching and it needs to be part of an ongoing strategy for our youth.

Manjimup Senior High School congratulates GP Down South for this important initiative and strongly supports funding applications for its implementation.

Yours sincerely

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

**Kerry Mather**  
**Principal**

19 September 2019



Northcliffe  
District  
High  
School

Zamia Street  
Northcliffe WA 6262

Phone: 9776 7055  
Northcliffe.dhs@education.wa.edu.au

Show **RESPECT**  
Strive for **EXCELLENCE**  
Create **BELONGING**

To Whom it May Concern,

I would like to raise your awareness of our support for the continued funding of the 3 Tier Youth Mental Health Program in the Warren Blackwood area.

The program has run over the last 3 years and has been an invaluable part in our school tackling this key area of health education.

The data and feedback from stakeholders has clearly shown that the program has impacted on raising awareness and allowed our youth, especially some of our at risk students, to develop strategies to not only support their own mental health, but also link them to mental health services when required.

The program complements other health education programs currently being run at the school to assist our students, such as our School Chaplaincy program (currently run 3 days per fortnight) and the work that our School Psychologist completes with our high school students for 1 day per week.

The Warren Blackwood 3 Tier Youth Mental Health program has also provided some key experiences that have informed our school about our students, not only in the mental health aspect, but also social development programs and tasks that we need to undertake to address the social isolation that some of our students experience from living in a small community.

Continuing the funding for the program will assist our school and community in targeting this key aspect, and provide a valuable scaffold for our students as they tackle this challenge in an increasingly complex educational and societal setting.

We strongly urge you to consider this in your funding deliberations for 2020 and beyond.

Kind regards

Des Prizmic  
Principal

25th September 2019





<b>Rotary Club of Bridgetown Inc</b> <b>Home of the Rotary Blackwood Marathon Relay</b> <b>and The Tour of the Blackwood Ride</b>	
President: Brendan Punch	Secretary: Jacqui Jones
ABN 34 912 072 597	

**To Whom it May Concern**

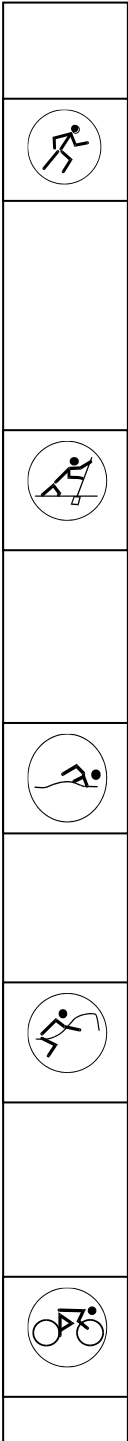
**Re: Funding Submission – 3-Tier Youth Mental Health Program Warren Blackwood**

The Rotary Club of Bridgetown fully supports and recognises the need for the 3-Tier Youth Mental Health Program (3-Tier Program) in our region. For the past several years our Club has contributed significant funds to Blackwood Youth Action (BYA), an incorporated group providing youth space and activities for young people. BYA plays a key role in identifying young people at risk in our community and providing them direct access to the 3-Tier Program.

Our Club has a very strong youth well-being focus, for example, providing opportunities for young people to participate in the Rotary Youth Program of Enrichment (RYPEN), the Rotary Youth Leadership Award (RYLA) program and Leeuwin Foundation Voyages. Including through our close association with BYA, we have seen first-hand how the provision of the clinical services provided by the 3-Tier Program have improved the well-being of young people; some of whom have found the confidence to participate in our Rotary youth programs.

Our Club commends and congratulates GP Down South on the delivery of its 3-Tier Youth Mental Health Program. We offer them our full support in this funding application, and sincerely hope they can continue this important initiative in our community.

Brendan MG Punch  
President  
Rotary Club of Bridgetown



17 September 2019

To Whom It May Concern:

Re: Funding for the 3 Tier Youth Mental Health Program in the Warren Blackwood

I am a GP in Bridgetown. My work is predominantly in the areas of youth and mental health. I am also Chair of Blackwood Youth Action, a charity that supports at-risk and marginalised young people.

Over the three years that the 3 Tier Mental Health Program has been running across the Warren Blackwood, I have noticed significant changes in young peoples' attitudes towards mental illness and help seeking. Young peoples' mental health literacy has become more sophisticated. They are more willing to seek help, and are more aware of the resources that are available to them. The impact of social media, on-line pornography, and gaming on mental health is widely acknowledged by our youth, and adolescents are well versed in the influence of alcohol and other drugs on their mental wellbeing. It is encouraging to see them developing their skills in supporting their mental health and wellbeing, and many are making choices not to use substances. Our young people are better able to recognise when their friends are struggling, and support them in seeking help.

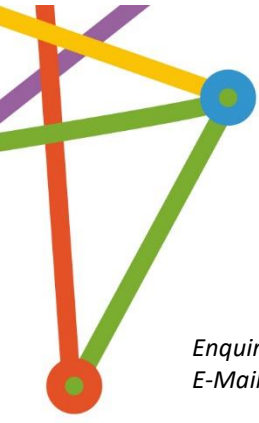
The adolescent years are a time of unprecedented change – physical, social and psychological. It is a critical period where, with the right support, young people can thrive, and the foundations of a healthy adulthood are created. With three quarters of all mental health issues emerging in this period, it is vital that we continue to educate and support our young people, and ensure they have access to the care that they need when they are struggling. Early intervention is the key to avoiding chronic mental health problems.

Programs such as the 3TYMHP are very important in destigmatising mental illness, educating our youth regarding maintaining good mental health, and encouraging them to seek help when they are struggling. Young people living in the inland southwest region have limited access to services and supports in comparison to their coastal counterparts. The 3TYMHP addresses these issues of accessibility by providing workshops to each school in the region, and creating linkages between all key stakeholders engaged in supporting our young peoples' wellbeing.

It would be a great loss to our communities if this program did not receive ongoing funding.



Dr Sarah Youngson  
MBBS(Hons) DCH FRACGP  
Bridgetown Medical Group  
88 Steere Street  
Bridgetown WA 6255



Enquiries: ☎ 0439 350 341  
E-Mail: [jasmin.brown@wapha.org.au](mailto:jasmin.brown@wapha.org.au)

26 September 2019

WA Primary Health Alliance  
PO Box 1398  
Busselton WA 6280

To whom it may concern,

Mental Health is one of seven (7) priority areas for the WA Primary Health Alliance. The WA Primary Health Alliance encourages better integration and greater access to services for people, so they are supported to lead healthy, productive and connected lives.

Evidence shows that stigma and discrimination discourage people from disclosing a mental health condition and accessing services in a timely way. Qualitative feedback from consumer surveys and a series of Mental Health and Alcohol and Other Drug Workshops held in Bunbury, Busselton and Manjimup in May 2019 indicate that stigma was a significant barrier to seeking help. People with lived experience, carers, community members and service providers noted that the fear of judgement and shame about their/their loved one/their friend/their client's mental health condition made it difficult for people to access treatment.

The Warren Blackwood 3 Tier Youth Mental Health program increases awareness about mental health and well-being; it builds individuals capacity to recognise when they or those around them maybe languishing; and provides advice about where, when and how to get help when it is needed. The program has been founded on and informed by partnerships with local schools, school communities, the Warren Blackwood Youth Action Group and GP Down South.

It is for these reasons I offer support for the program and wish the Warren Blackwood Youth Action Group and GP Down South all the best in securing funding for the continuation of the program.

Kind Regards



Kate Cross  
**REGIONAL MANAGER**



**Service Centres**

4/19 Davey Street Mandurah  
6/89 Duchess Street Busselton

phone (08) 9534 7788  
phone (08) 9752 2855

24 October 2019

To whom it may concern,

**LETTER OF SUPPORT**

The 3 Tier Youth Mental Health program has a proven track record as being an effective early intervention program to assist young people to develop their mental health and resilience.

GP down south is a highly valued, not for profit primary care organisation providing vital health and wellbeing services across the Peel and South West regional of Western Australia. GP down south is an accredited organisation against AS/NZS ISO9001:2008 as well as holding AGPAL accreditations against the RACGP Standards (4<sup>th</sup>) for its clinical practices.

GP down south is committed to innovative thinking, holistic models of care and local partnerships which are all essential aspects for such an important initiative. We congratulate GP down south for taking the initiative to develop this program in the Warren Blackwood and strongly support their funding applications. It would be a great shame to cut the provision of this well utilised programme that provides invaluable assistance and services to the youth in need within the region.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Rebecca Watson'.

Rebecca Watson  
**Team Leader - Families in Focus**

To/ Ms Bonnie Allen  
Business Development & Management Support Co-ordinator  
GP down south  
E [bonniea@gpdownsouth.com.au](mailto:bonniea@gpdownsouth.com.au)

Dear Bonnie

I would like to express my strong support for the Tier 1 and 2 Youth Mental Health Program in the Warren Blackwood region.

I have been a psychologist in the Warren Blackwood area for twenty years and grew up in Bridgetown. I have had the privilege of being the Tier 3 youth psychologist for several years and have never witnessed a more effective response to youth mental health in this area in all the time I have lived and worked in this region.

A large percentage of the youth referred to my service have attended the Tier 1 and 2 Program. These clients come from significant disadvantage. Commonly they are isolated, often living in a family environment of poverty, neglect, mental illness, violence, abuse and/or drug use. Attending Tier 1 and 2 has provided them with valuable education about mental health while empowering them to reach out and ask for help.

The program has proven to be a vital bridge for youth accessing psychological treatment and removing it from a region low in youth mental health resources with a high prevalence of mental illness and suicide would be a step backward for mental health in this community.

Warm regards

Rebecca Jones  
Tier 3 Warren Blackwood Youth Psychologist



Government of Western Australia  
Department of Communities

BUNBURY: Level 1, Lotteries House, 101 Victoria St | BUSSELTON: 50 Albert St | MANJIMUP:  
Unit 1 30 - 32 Rose St Tel: 9721 5033

17 October 2019

GP down south  
PO Box 602 – Unit 3, 69 Duchess Street  
Busselton WA 6280

To whom it may concern,

Since 2017, JSW Training & Community Services, and their program Youth South West Warren Blackwood have taken part in the GP Downsouth 3 Tier Mental Health Program aimed to improve connection to agencies working with the mental health of you people and to decrease suicide occurrence among young people.

The 3 tiers of the program included a collaborative approach from agencies, schools, parents and teachers to work closely with young people aged between 15-18 years old, educating awareness of the issues of mental ill-health and suicide issues as they arise.

A guest speaker openly discussed her history of working through mental health issues. The 3 Tier program allowed for the awareness of mental health issues, through an expo of the mental health services available for young people to access. It targeted groups of students in workshops and then young people were identified and referred for intervention.

The program is an important initiative and has been extensive in assisting the young people that have used the agencies involved in the expo. JSW Training & Community Services fully supports the funding application from GP Downsouth as part of an ongoing strategy for our youth.

All the best with your application.

Kind Regards

Kathleen Bell

A handwritten signature in black ink that reads 'Bell'.

Social Worker  
Youth South West Warren Blackwood



## Attachment 12.4.1

### Proposal - Blackwood Café as location and operator of Nannup Visitor Centre

The Blackwood Café offers a prime location for the Nannup Visitor Centre. Situated on the main street, the Blackwood is open 7 days a week, between 8:30 am to 4 pm weekdays and 7:30 am to 4pm weekend. The café is also open late on one weeknight (Wednesdays). Public holiday opening hours are 8:30am till 2pm, while only closing two days a year, Christmas and Boxing day.

Tourism and visitor information would be displayed on a roughly three metre stretch of wall (clearly visible to all who enter the main doors, see appendix A for visual) with (trail) maps and other information on posters above it. On the ground a large brochure rack is intended, for all local businesses to present business information (brochures) free of charge. An interactive tablet with access to various Nannup information services, such as the application “Find The Fun”, will feature close to the brochure rack, allowing both visitors and staff prompt connection to an impartial variety of accommodation, activities and attractions available in Nannup. Opportunities for independent feedback from customers will be adjacent to the brochure rack through visitor reports and surveys, the method of collection for these is yet to be determined in collaboration with the shire. This will also supply statistical information.

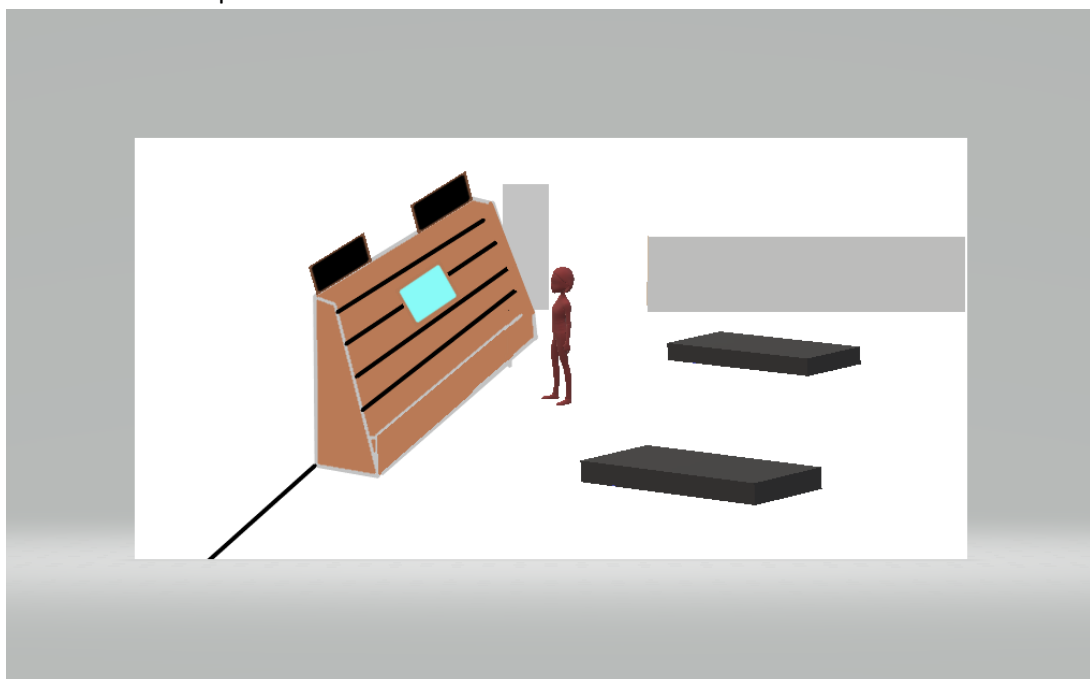
To help gather information on where our visitors are arriving from, both domestic and international locations, a post code/ country login will be added to the information tablet in addition to a visitors’ book with a comment section, in order to see what visitors are coming to Nannup to experience.

The Café owner (Bethany) has a background in tourism, with experience as a hotel receptionist and ‘Head of reservations’ for Discover Australia Holidays. In 2014 Bethany obtained a certificate level four in tourism and hospitality and a diploma in business. We would like to work closely with the shire of Nannup, local tourism organisations and the BigN to create growth in tourism for Nannup.

All shift supervisors and front of house staff will go through specific training on how to approach and assist all visitors, with emphasis on remaining impartial. Back of house staff will all be giving basic training in how to demonstrate use of the information tablet until a more qualified staff member can assist further, in case they are approached while performing their regular duties.

During anticipated high-volume business for the café an additional staff member will be available for visitor centre duties, with the priority task of assisting tourist related customers and café tasks as second priority.

The Blackwood Café promises, we would like to reiterate, to provide **unbiased** information services to all visitors to Nannup.



**Nannup Information centre.**

**Blackwood Café**

- ❖ Located on the main strip,
- ❖ Open 7 days a week closed on two days a year,

#### **Our Goals**

- ❖ To offer unbiased assistants to all travellers coming to Nannup.
  - ❖ To promote the shire of Nannup as a go to tourist spot.
  - ❖ To work closely with the Shire, and all local business.

#### **How will we achieve this?**

- ❖ Providing all visitors with friendly service of information not opinions.
- ❖ Comprehensive training for all café staff, and an addition staff member during busy periods with the sole duties of assisting visitors.
- ❖ An up-front visible display offering full information as both hard copy and electronic to suit all.
- ❖ Collecting visitor information such as post code or country.

## Attachment 12.5.1

Hi Nicole

We could keep the price same as long as you will buy 150 bistro chairs.

The chair with arm rest that could hold 150kg would be the Devonport chair.

For 50 Devonport chairs , the price would be \$22.00 + GST each.

We have only Green Devonport in stock.

We could keep the freight cost same as well.

Please note that the freight cost is per pallet space and for this order there would be 2 pallets.

Kind Regards

Ajnesh Ram (AJ)

Plant Engineer

Techno Plastics Pty Ltd

Mobile: 0401 297 557

Phone: (03) 97085422

Fax: (03) 97085466

Email: [sales@technoplastics.com.au](mailto:sales@technoplastics.com.au)

Website: [www.technoplastics.com.au](http://www.technoplastics.com.au)



 Please consider the environment before printing this email

This message and any files transmitted with it may contain confidential information and are intended only for the individual named. Unless stated to the contrary, any opinions or comments communicated by e-mail are personal to the author and do not represent the official view of the company. If you are not the named addressee you should not use, disseminate, distribute or copy this e-mail or its contents. Please notify the sender immediately if you have received this e-mail by mistake and delete this e-mail from your system. Any person communicating with us by e-mail will be deemed to have accepted the risks associated with sending information by e-mail being interception, amendment and loss, virus corruption and also the consequences of incomplete or late delivery.

**From:** Economic Community Development Officer <[ecdo@nannup.wa.gov.au](mailto:ecdo@nannup.wa.gov.au)>

**Sent:** Thursday, 6 February, 2020 2:35 PM

**To:** Techno Plastics <[sales@technoplastics.com.au](mailto:sales@technoplastics.com.au)>

**Subject:** RE: request for quotation

Hi Jagjit

I have noted your correspondence with Louise Stokes last year in regards to chairs for our Recreation centre (see below), do you have any chairs with arms that can hold weight of up to 150kg?

We would like 150 of the Bistro chairs and 50 chairs with arms. Looking at your website the arm chairs seem to only hold up to 100kg.

Would you be able to requote us?

Kind regards,

*Nicole Botica*

**Economic & Community Development Officer**



15 Adam Street / PO Box 11 Nannup WA 6275

P: 9756 1018

F: 9756 1275

[www.nannup.wa.gov.au](http://www.nannup.wa.gov.au)

**From:** Techno Plastics [<mailto:sales@technoplastics.com.au>]

**Sent:** Thursday, 7 March 2019 7:19 AM

**To:** Louise Stokes <[louise@nannup.wa.gov.au](mailto:louise@nannup.wa.gov.au)>

**Cc:** 'Sales' <[sales@technoplastics.com.au](mailto:sales@technoplastics.com.au)>

**Subject:** RE: request for quotation

Hi Louise

I got back from my Transport Company.

Freight cost to Nannup WA 6275 will be \$575.00 + GST per pallet space.

Bistro White chairs I will do special price \$13.50 + GST per chair as you are buying full pallet.

Please let me know if its ok then I will email you invoice. Once paid I can dispatch.

Please don't hesitate to contact me should you have any queries.

Thanks

Jagjit Pratap (Jit)

Accounts & Admin

Techno Plastics Pty Ltd

9 Damian Court, Dandenong Vic 3175

Phone: 03 9708 5422 Fax: 03 9708 5466

Email: [accounts@technoplastics.com.au](mailto:accounts@technoplastics.com.au)



**From:** Louise Stokes [<mailto:louise@nannup.wa.gov.au>]

**Sent:** Wednesday, March 6, 2019 4:11 PM

**To:** [sales@technoplastics.com.au](mailto:sales@technoplastics.com.au)

**Subject:** request for quotation

Hi Jit,

I would like to request a quote for 150 x white plastic chairs without arms including transport to:

Shire of Nannup

15 Adam St

Nannup 6275.

Many thanks,

Kind regards,

*Louise Stokes*

Economic & Community Development Officer



Adam Street . PO Box 11 Nannup WA 6275

P: 9756 1018 . F: 9756 1275.

[www.nannup.wa.gov.au](http://www.nannup.wa.gov.au)

Mon, Tues, Wed 8-5

# Quotation

Date **17/01/2020**

Number: QCA

**Quickcorporate Pty Ltd.**

63 Belmont Avenue,  
BELMONT  
WA 6104

t: 1300 139 388  
F: 1300 139 488






**INSPIRATIONS**  
by QCA INTERIORS

**Bill to:** Shire of Nannup  
Attn: Nicole Botica

**Presented by:** Pauline Collins

**Ship to:** Shire of Nannup  
15 Adam Street  
Nannup WA 6275

Item #	Code	Description	Image	Optional extras	Qty	Each Price exc GST	Total Price exc GST
1	9009698	Rapid Pipee Chair Green- 100% polypropylene stacker chair guaranteed not to break under intended use. Tested to requirements of AS/NZS 3813:1998 plastic monobloc chairs, Suitable for indoor or outdoor use (colour will fade over time outdoors) 3 Year Warranty. Dimensions: Back: 395(W)mm x 410(H)mm, Seat: 400(W)mm x 380(D)mm x 450(H)mm User Rating: 150kg.			150	\$25.35	\$ 3,802.50
2	9999999	Dolce Stacking Arm Chair. Polypropylene, anodized aluminium legs, suitable for indoor and outdoor use. Stack upto 6 high. UV stable and weather resistant. 2 Year warranty - *Avail Colours - Black, White, Red, Lime Green & Orange.			50	\$80.00	\$ 4,000.00
3		<b>Please Note : Freight is not included this is quotation ,either nominate your freight company alternately we can freight at an estimated cost of \$900.00 ex GST</b>					

**NOTES**

Quotation Valid for 30 days. If you wish to proceed with an order, please email a purchase order to [furniture@quickcorporate.com.au](mailto:furniture@quickcorporate.com.au)

**PAYMENT TERMS**

Quotation is valid for 30 days. 40% deposit is required on placing orders for unique custom manufactured furniture. Balance 30 days following delivery of furniture for QCA account holders.

**Delivery.**

All parking permits must be available to installer's on site.

Deliveries have been allowed for during normal business hours (8.00am – 5.00pm Monday-Friday). Clear unobstructed access must be provided. Any variation to these conditions must be arranged at time of order and specifically noted on the quotation Costs incurred by Quick Corporate due to client initiated delays and rescheduling of deliveries resulting in multiple deliveries, rehandling and storage of goods.

Installation if included will be co-ordinated as required and we will contact you regarding the program. Clear unhindered access to the work area must be provided.

Any additional work on-site clearing or moving existing furniture/other items to obtain access has not been allowed for and will incur additional charges.

**Services**

We have quoted to supply only the items in the above schedule. No allowance has been made for the connection of new or existing services.

<b>Sub total:</b>	\$	<b>7,802.50</b>
<b>Total Ex GST:</b>	\$	<b>7,802.50</b>
<b>GST @10%</b>	\$	<b>780.25</b>
<b>Total:</b>	\$	<b>8,582.75</b>






Nicole Botica  
 Shire of Nannup  
 15 Adam Street  
 Nannup WA 6275

15/01/2020

Dear Nicole,

Thank you for allowing Kulbardi the opportunity to provide the following quotation:

Item No.	Variant	Description	QTY	image	Unit Price ex GST	Line Amount ex GST	GST Amount	Line Amount inc. GST
9009698		Chair Pipee - Green	150		\$25.50	\$3,825.00	\$382.50	\$4,207.50
TBA		Dolce Stacking Arm chair ( colour to be advised)	50	 	\$85.75	\$4,287.50	\$428.75	\$4,716.25
7100		Delivery (\$4.50 per chair)	1		\$900.00	\$900.00	\$90.00	\$990.00

\$9,012.50	\$901.25	\$9,913.75
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\*Please note this Quote is valid for 30 days from 15/01/20

Should you require further information, please don't hesitate to contact me on 0422 373 466 or Email to [kim.gilchrist@kulbardi.com.au](mailto:kim.gilchrist@kulbardi.com.au)

Thank you for choosing Kulbardi as your office supply partner.

Yours sincerely,

Kim Gilchrist.

## Attachment 12.6.1

**From:** Lions [<mailto:lions@acon.com.au>]  
**Sent:** Wednesday, 5 February 2020 12:35 PM  
**To:** ShireofNannup <[nannupsh@nannup.wa.gov.au](mailto:nannupsh@nannup.wa.gov.au)>  
**Subject:** Lions Cancer Institute

Good Afternoon Tracie,

Thank you for your interest in supporting our worthy project.

Please see attached PDF for this year's appeal.

This year we are taking all the Cancer, Terminally ill and Special Needs Children from all the hospitals out for the day on April 11<sup>th</sup> (for some a first time experience), the special little ones, due to their illness won't get out of hospital for Easter, will receive refreshments, show bags, a pre-released movie for them to enjoy and a visit from Easter Bunny giving out Easter Eggs, which can only be made possible through the generosity from businesses like yourself before returning to hospital. Sadly there is no Government Funding so we are asking on behalf of the children and being a **registered charity** we carry **DGR Status** making your contribution **100% Tax Deductable**.

The Lions Cancer Institute is asking for your support to help us continue our FREE mobile Cancer Screening, this service would normally cost \$360 per patient.

At the same time we are taking special needs, Cancer and Terminally ill Children from all the hospitals out for the day.

I do have 7 kiddies from the Nannup Shire in the Perth Children's Hospital I need to get sponsored.

The Special Children's Big Day Out is the day all our special needs, Cancer and Terminally ill Children look forward to.

The kind support of the Nannup Shire Council with any little ones would be greatly appreciated.

Please assist the Cancer Institute to continue to save lives.

Kind Regards  
Leanne Dunlop  
08 9226 5251  
0413 686 734

**LIONS CANCER INSTITUTE (Inc.)**



## Attachment 12.7.1

9<sup>th</sup> February 2020



The C.E.O.

Shire of Nannup

PO Box 11

Nannup WA 6275

Dear David,

Please find attached the question I asked at the Elector's Meeting on 30<sup>th</sup> January 2020.

It was requested by yourself and the Shire President that I submit it to Council with a copy to all Councillors for further consideration.

Yours faithfully.

A handwritten signature in black ink, appearing to be "Paul Jeffrey", written over a horizontal line.

Paul Jeffrey

Committee Member

South West Food Bowl Nannup

## Question at Annual Meeting of Electors on 29<sup>th</sup> January 2020

Are Councillors aware that last year the South West Food Bowl Nannup applied to the Grants Committee for funding to go towards assisting with the 2020 Youth Education Day.

---

In August we received a letter congratulating us on being successful and informing us we would be receiving \$3000 in funding and in fact a remittance advice was sent to us for that amount. In good faith we committed those funds only to be told some three months later that a mistake had been made and the amount was in fact only \$1000.

Mistake or no mistake is it an accepted practice for the Shire to put volunteer organisations under financial pressure by going back on official notification of funding.

Unlike the Shire, we think it is only right to honour our obligations made after receiving your correspondence of 20<sup>th</sup> August 2019.

The \$2000 shortfall will stress us financially to the extent that we may have to either seek legal advice, submit a complaint to the State Administrative Tribunal or the Shire can honour their commitment.

# Attachment 12.8.1

## FEES & CHARGES 2019/20

<b>LIBRARY</b>			
<b>HISTORY BOOKS</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
History of Nannup (Extracts of minutes etc.)	Each	N	\$7.00
War Clouds Over Nannup (Mr. A Hartley)	Each	N	\$7.00
Bulk purchase of 10+ books	Each	N	\$5.00
<b>MISCELLANEOUS LIBRARY</b>			
Nannup Heritage Trail booklet	Each	Y	\$3.00
Overdue Library Book Fee	Per Book	Y	\$9.00
Purchase of Old stock	Per book	N	\$1.00 - \$5.00
<b>ADMINISTRATIVE SERVICES</b>			
<b>PROPERTIES REPORT (UN BOUND)</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
List of All Owners, Address, Property Descriptions etc. - Hard Copy	Each	Y	\$130.00
List of All Owners, Address, Property Descriptions etc. - Email	Each	Y	\$31.00
<b>MISCELLANEOUS ADMINISTRATION</b>			
Information Requiring Dedicated Staff Time	Per 15 Mins	Y	\$28.00
	Per Hour	Y	\$107.00
Account Enquiries - Rates Only	Per Enquiry	Y	\$60.00
Rates, Orders & Requisitions - Report to Settlement Agent or like	Per Report	Y	\$100.00
Sale of Electoral Roll	Per Roll	Y	\$30.00
<b>FREEDOM OF INFORMATION REQUESTS (as set by FOI Regulations 1993 Schedule 1)</b>			
- Application for FOI	Per Application	N	\$30.00
- Staff Time Dealing With Application	Per Hour (Pro Rata)	N	\$30.00
- Access Time Supervised by Staff	Per Hour (Pro Rata)	N	\$30.00
- Photocopying:			
- Staff Time to Copy Information	Per Hour (Pro Rata)	N	\$30.00
- Cost Per Copy		N	\$0.20
<b>HIRE OF FACILITIES</b>			
<b>TOWN HALL</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
Bond for All Bookings	Per Hire	N	\$200.00
Surcharge For Gas Heating	Per Hour	Y	\$6.00
Surcharge For Gas Heating	Per Day	Y	\$41.00
<b>Hourly Rate - Active Sporting Event Hire</b>	Per Hour	Y	\$27.00
Session Rate - Morning (8 AM - 12 NOON)	Per Session	Y	\$72.00
- Afternoon (12 NOON - 5 PM)	Per Session	Y	\$72.00
- Evening (After 5PM)	Per Session	Y	\$72.00
Daily Rate	Per Day	Y	\$138.00
Seasonal Booking Option	Per Term per hour	Y	\$226.00
<i>Based on 85% of hour hall hire x 10 weeks = (((\$26.00 x 10)*0.85) = \$221.00)</i>			
<b>Social Events Session Rate - Morning (8 AM - 12 NOON)</b>		Y	\$92.00
- Afternoon (12 NOON - 5 PM)		Y	\$92.00
- Evening (After 5PM)		Y	\$92.00
Social Events - Daily Rate		Y	\$171.00
Funeral Services	Per Day	Y	\$174.00
Long Term Hire (Passive Use Only) - Two Days	Per Day	Y	\$118.00
Surcharge For Alcohol Consumption	Per Session	Y	\$62.00
<i>Social events refer to all functions that are not sporting in nature. i.e. Weddings, Birthdays, Funerals, Exhibitions, Auctions, Film nights etc.</i>			
Youth Space - available for hire for suitable activities relating to Youth activities - with approval of Economic & Community Development Officer	Per session	Y	\$21.00
<b>RECREATION HALL</b>			
Bond for All Non-Recreational Bookings	Per Hire	N	\$1,018.00
Bond for Recreational Bookings	Per Hire	N	\$204.00
Sporting Events - Hourly	Per Hour	Y	\$27.00
Sporting Events - Daily	Per Day	Y	\$138.00
Seasonal Booking Option - Basketball/Netball/Trapeze	Per Term per hour	Y	\$226.00
<i>Based on 85% of hour hall hire x 10 weeks = (((\$26.00 x 10)*0.85) = \$221.00)</i>			
Other Functions (Social, Cabaret, Wedding, Overnight Events, etc.) - daily	Per day	Y	\$350.00
Funeral Services	Per Day	Y	\$350.00
Funeral Services - Bond	Per Hire	N	\$200.00
Long Term Hire - Two Days	Per Day	Y	\$250.00
<i>*Non recreational bookings refer to all social functions that are not sporting in nature. i.e. Weddings, Birthdays, Funerals, Exhibitions, Auctions</i>			
<b>COMMUNITY MEETING ROOM - NO SOCIAL BOOKINGS</b>			
Bond for All Bookings (Except Passive Use)	Per Session	Y	\$200.00
Full day meeting fee hire	per day	Y	\$113.00
Hourly Fee - Minimum booking 2 hours to cover cost of utilities and cleaning upon exit.	per hour	Y	\$14.00
<b>MISCELLANEOUS EQUIPMENT</b>			
Hire of Trestles	Each	Y	\$10.00
Hire of Polypropylene Chairs – Individual	Each	Y	\$3.00
Hire of Public Address (PA) Equipment	Per Day	Y	\$26.00
<b>FOOTBALL / CRICKET OVAL</b>			

Community Sporting Groups	Per Day	Y	\$70.00
Other Groups (\$200 Bond Required)	Per Day	Y	\$70.00
Seasonal Charge	Per Year	Y	\$510.00
Change Rooms	Per Day Per Change Room	Y	\$31.00
<b>TOWN GREENS</b>			
Village Green	Per Day	Y	\$70.00
Old Roads Board Building Park	Per Day	Y	\$70.00
Event Rubbish Bond	Per Event	N	\$586.00
<b>OVERFLOW CAMPING AREAS</b>			
No Facilities Required	Per Person	Y	\$14.00
Large Festival Camping	Per Person		\$4.00
Facilities Required (\$250.00 Bond for Group Booking)	Per Person	Y	\$16.00
Nannup Caravan Park Community Events - Electricity and water charges per outlets used		As per current utility suppliers charge rates	
<b>FORESHORE PARK</b>			
Bond for All Bookings	Per Hire	Y	\$650.00
<b>All Facilities - No Power</b>			
Not-For-Profit Incorporated Local Community Groups	Per Day	Y	\$85.00
All Other Community Groups	Per Day	Y	\$342.00
Commercial Use	Per Day	Y	\$448.00
<b>All Facilities</b>			
Not-For-Profit Incorporated Local Community Groups	Per Day	Y	\$189.00
All Other Community Groups	Per Day	Y	\$985.00
Commercial Use	Per Day	Y	\$1,224.00
<b>CONSUMER POLES</b>			
Each Pole	Per Day	Y	\$35.00
Note: Actual Cost of the account for the period will be charged when being used for more than just street stalls.			
<b>RAC ELECTRIC CAR RECHARGE FACILITY</b>			
Per Kilowatt Hour	per kilowatt hour	Y	\$0.45
<b>FIRE CONTROL</b>			
<b>FIREBREAKS</b>			
	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
Application for Suspension of Prohibited Burning Period	Per Application	Y	\$504.00
Application for Fire Break Variation			
- One (1) Year	Per Lot Applied For	Y	\$112.00
- Five (5) Year	Per Lot Applied For	Y	\$280.00
Firebreaks Fine	Each	Y	\$265.00
Firebreak Fines – Late Payment Fee	Each	Y	\$15.00
Firebreak Fines – Late Payment Court Registration Fee	Each	Y	\$53.00
Firebreak Fines – Late Payment Enforcement Certificate Fee	Each	Y	\$13.00
<b>ENVIRONMENTAL HEALTH</b>			
<b>FOOD PREMISES</b>			
	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
Notification (where full registration not required)	Each	Y	\$58.00
Registration (food business in Shire)	Each	Y	\$122.00
Inspection Fee - High/Medium Risk	Each	Y	\$155.00
Inspection Fee - Low Risk	Each	Y	\$90.00
Food Premises Fit Out Approval - High/Medium Risk (Includes Notification)	Each	Y	\$234.00
Food Premises Fit Out Approval - Low Risk (Includes Notification)	Each	Y	\$173.00
Follow Up Inspections <30 Mins Officer Time	Each	Y	\$61.00
Follow Up Inspections 30 Mins or more Officer Time	Each	Y	\$92.00
Food Spoilt (Written Confirmation of Disposal)	Each	Y	\$102.00
Hairdressing Fit Out Approval	Each	Y	\$117.00
Beauty Therapy/Skin Piercing Fit Out Approval	Each	Y	\$117.00
Registration - Lodging House	Each	Y	\$170.00
Seized Food Analysis	Each	Y	\$58.00
Food Sampling Request	Each	Y	\$214.00
<b>TEMPORARY FOOD PREMISES (STALL HOLDERS)</b>			
Festival Notification - per event	Each	Y	\$32.00
<b>OTHER ENVIRONMENTAL HEALTH CHARGES</b>			
Section 39 (Liquor Licensing) Certificates	Each	N	\$100.00
Noise Monitoring – Non-Complying Event	Each	Y	\$578.00
Local Government Report Fee	Each	N	\$153.00
Temporary Accommodation Approval	Each	Y	\$122.00
Extension of Temporary Accommodation Approval	Each	Y	\$122.00
<b>WATER TESTING</b>			
Bacteriological Testing	Per Test	Y	\$140.00
Chemical Testing (Plus Cost of Analysis)	Per Test	Y	\$140.00
Regular Water Testing (6 Per Year)	Per Year	Y	\$570.00
<b>HEALTH (TREATMENT OF SEWERAGE AND DISPOSAL OF EFFLUENT AND LIQUID WASTE) REGULATIONS 1994</b>			
Septic Tank - Application Fee	Each	Y	\$118.00
Septic Tank - Inspection Fee	Each	Y	\$118.00



<b>CARAVAN PARK &amp; CAMPING GROUND LICENCE FEES - HEALTH (MISCELLANEOUS PROVISIONS) ACT 1911 SECTION 344C</b>			
Caravan & Camping Facility Minimum Fee	Per Licence	N	\$200.00
Short & Long Stay Caravan Park	Per site	N	\$6.00
Camp Site	Per site	N	\$3.00
Overflow Site	Per site	N	\$1.50
Application for Caravan Annexes or Park Home Approval	Each	N	\$80.00
Transfer of Facility License (Caravan Park/Camp Ground)	Each	N	\$100.00
Temporary License Facility	Each	N	\$100.00
<b>HEALTH (OFFENSIVE TRADES FEES) REGULATIONS 1976:</b>			
Slaughterhouses	Per Application	N	\$285.00
Piggeries	Per Application	N	\$285.00
Artificial Manure Depots	Per Application	N	\$202.00
Bone Mills	Per Application	N	\$163.00
Places for Storing, Drying or Preserving Bones	Per Application	N	\$163.00
Fat Melting, Fat Extraction or Tallow Melting Establishments	Per Application	N	\$163.00
Butcher Shops & Similar	Per Application	N	\$163.00
Blood Drying	Per Application	N	\$163.00
Gut Scraping, Preparation of Sausage Skins	Per Application	N	\$163.00
Fellmongeries	Per Application	N	\$163.00
Manure Works	Per Application	N	\$202.00
Fish Curing Establishments	Per Application	N	\$202.00
Laundries, Dry Cleaning Establishments	Per Application	N	\$140.00
Bone Merchant Premises	Per Application	N	\$163.00
Flock Factories	Per Application	N	\$163.00
Knackeries	Per Application	N	\$285.00
Poultry Processing Establishments	Per Application	N	\$285.00
Poultry Farming	Per Application	N	\$285.00
Rabbit Farming	Per Application	N	\$285.00
Fish Processing Establishments in which Whole Fish are Cleaned & Prepared	Per Application	N	\$285.00
Shellfish & Crustacean Processing Establishments	Per Application	N	\$285.00
Any Other Offensive Trade Not Specified	Per Application	N	\$285.00
<b>HEALTH (PUBLIC BUILDINGS) REGULATIONS 1992</b>			
Inspection of Premises on Request	Per Application	Y	\$178.00
Environmental Assessment & Reports on Request	Per Application	Y	\$178.00
Public Building Approval <1,000 People	Per Application	N	\$280.00
Public Building Approval 1,000 People or more	Per Application	N	\$560.00
<b>BUILDING CONTROL</b>			
<b>BUILDING REGULATIONS 2012</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
<b>BUILDING PERMIT</b>			
Uncertified Application Class 1 or Class 10 Building/Structure - Minimum Fee	Per Application	N	\$105.00
Uncertified Application Class 1 or Class 10 Building/Structure - Scale Fee	Per Application	N	0.32% of value of construction
Request for Certification of Construction, Building Compliance or other compliance (Minimum \$110 inc GST and travel)	Per Application	Y	\$110 per hour
Certified Application:	Per Application		
- Class 1 or Class 10 Building/Structure - Minimum Fee	Per Application	N	\$105.00
- Class 1 or Class 10 Building/Structure - Scale Fee	Per Application	N	0.19% of estimated value of building work
- Class 2 to 9 Building/Structure - Minimum Fee	Per Application	N	\$105.00
- Class 2 to 9 Building/Structure - Scale Fee	Per Application	N	0.09% of estimated value of building work
<b>BUILDING PERMIT EXTENSION</b>			
Major Reassessments (Estimated Value of Construction Remaining):			
- Class 1 or Class 10 Building/Structure - Minimum Fee	Per Application	N	\$105.00
- Class 1 or Class 10 Building/Structure - Scale Fee	Per Application	N	0.32% of value of construction
- Class 2 to 9 Building/Structure - Minimum Fee	Per Application	N	\$105.00
- Class 2 to 9 Building/Structure - Scale Fee	Per Application	N	0.19% of value of construction
Extension of Time for Building Approval Certificate	Per Application	N	\$105.00
Application for Amendment to Building Permit including revised Certificate of Design Compliance	Per Application	Y	\$110 per hour
<b>DEMOLITION PERMIT</b>			
Class 1 or Class 10 Building/Structure	Each	N	\$105.00
Class 2 to 9 Building/Structure	Per Storey	N	\$105.00
Extension of Time	Per Application	N	\$105.00
Performance Bond - Site Clean-Up & Verge Including Footpaths	Each	N	\$800.00
<b>OCCUPANCY PERMIT &amp; BUILDING APPROVAL CERTIFICATE</b>			
Occupancy Permit for a Completed Building	Each	N	\$105.00
Temporary Permit for Incomplete Building	Each	N	\$105.00
Modification for Additional Use of Building on Temporary Basis	Each	N	\$105.00
Replacement Permit for Permanent Change of Building Use	Each	N	\$105.00
Building Approval Application Certificate (Strata) - Minimum Fee	Per Application	N	\$115.00

Building Approval Application Certificate (Strata) - Scale Fee	Each Strata Unit	N	\$11.60
Occupancy Permit where Unauthorised Work has been done - Minimum Fee	Each	N	\$105.00
Occupancy Permit where Unauthorised Work has been done - Scale Fee	Each	N	0.18% of estimated value of building work
Building Approval Certificate where Unauthorised Work has been done	Each	N	0.38% of estimated value of building work
Replacement Occupancy Certificate for Existing Building	Each	N	\$105.00
Building Approval Certificate where Unauthorised Work has not been done	Each	N	\$105.00
Extension of Time for Occupancy Permit	Each	N	\$105.00
<b>OTHER APPLICATIONS</b>			
Declaration that a Building Standard Does Not Apply	Each	N	\$2,160.15
<b>OTHER BUILDING CHARGES</b>			
Rural Number Assignment & Installation	Each	Y	\$75.00
<b>CROSSOVERS - PERFORMANCE BONDS</b>			
Single crossovers to residential/rural living properties	Each	N	\$3,000.00
Double crossovers to residential/rural living properties	Each	N	\$6,000.00
Single commercial/industrial crossovers	Each	N	\$5,000.00
Double commercial/industrial crossovers	Each	N	\$7,500.00
<b>CONSTRUCTION TRAINING FUND LEVY (CTF)</b>		N	0.2% of value of construction > \$20,000
<b>BUILDING SERVICES LEVY</b>			
Building or demolition permit - for Works up to \$45,000 (Inc. GST)	Per Application	N	\$61.65
Building or demolition permit - for Works over \$45,000 (Inc GST)	Per Application	N	0.137% of value of work
Occupancy permit or building approval certificate for approved building work under s47, 49, 50 or 52 of the Building Act	Per Application	N	\$61.65
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act - for Works up to \$45,000 (Inc. GST)	Per Application	N	\$123.30
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act - for Works over \$45,000 (Inc. GST)	Per Application	N	0.274% of value of work
<b>BUILDING PLAN SEARCHES AND RESEARCH FEE</b>			
Building Plans	Each	N	\$63.00
Provide Copy of Housing Indemnity Insurance Policy	Each	N	\$63.00
Copy of Archived Building Plans	Each	Y	\$94.00
<b>BUILDING INSPECTION AND REPORTS</b>			
Housing Indemnity Insurance Report	Each	Y	\$1,273.00
Building call out fee applies where work for which an inspection is requested, was not ready for inspection	Each	Y	\$92.00
Weekend Call Out Fee - Per Hour (Minimum of One Hour)	Per Hour	Y	\$185.00
<b>RANGER SERVICES</b>			
<b>DOG REGISTRATIONS</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
Sterilised - 1 Year	Each	N	\$20.00
Sterilised - 3 Year	Each	N	\$42.50
Sterilised - Lifetime	Each	N	\$100.00
Unsterilised - 1 Year	Each	N	\$50.00
Unsterilised - 3 Year	Each	N	\$120.00
Unsterilised - Lifetime	Each	N	\$250.00
Pensioner Concession - Sterilised - 1 year	Each	N	\$10.00
Pensioner Concession - Sterilised - 3 year	Each	N	\$21.25
Pensioner Concession - Sterilised - Lifetime	Each	N	\$50.00
Pensioner Concession - Unsterilised - 1 year	Each	N	\$25.00
Pensioner Concession - Unsterilised - 3 year	Each	N	\$60.00
Pensioner Concession - Unsterilised - Lifetime	Each	N	\$125.00
Working Dog - sterilised - 1 Year	Each	N	\$5.00
Working Dog - sterilised - 3 Year	Each	N	\$10.60
Working Dog - sterilised - Lifetime	Each	N	\$25.00
Working Dog - Unsterilised - 1 Year	Each	N	\$12.50
Working Dog - Unsterilised - 3 Year	Each	N	\$30.00
Working Dog - Unsterilised - Lifetime	Each	N	\$62.50
Dogs kept in an approved kennel	Per Application	N	\$200.00
*Note registration fees reduced by 50% if registered between 1 June - 31 October each year			
**Working Dog concession is equal to 25% of registration payable			
<b>CAT REGISTRATIONS</b>			
Sterilised - 1 Year	Each	N	\$20.00
Sterilised - 3 Year	Each	N	\$42.50
Pensioner Concession - Sterilised - 1 year	Each	N	\$10.00
Pensioner Concession - Sterilised - 3 year	Each	N	\$21.25
Unsterilised - 1 Year	Each	N	\$50.00
Unsterilised - 3 Year	Each	N	\$120.00
Pensioner Concession - Unsterilised - 1 year	Each	N	\$25.00
Pensioner Concession - Unsterilised - 3 year	Each	N	\$60.00
Lifetime Registration	Each	N	\$100.00
Lifetime Registration - Pensioner	Each	N	\$50.00
*Note registration fees reduced by 50% if registered between 1 June - 31 October each year			
<b>IMPOUND FEES - DOGS/CATS</b>			

Seizure, Impounding and sustenance of dog or cat - first impound in 12 months - Day 1	Each	Y	\$102.00
Seizure, Impounding and sustenance of dog or cat - subsequent impounds within 12 months	Each	Y	\$122.00
Seizure, Impounding and sustenance of dog or cat - Non business Day	Each	Y	\$204.00
Sustenance fee day 2 onwards - Per day, per animal	Each	Y	\$36.00
Destruction and Disposal of Dog/Cat	Each	Y	cost of disposal
Disposal of Dog/Cat	Each	Y	\$51.00
Dangerous Dog (Declared) compliance and annual inspection fee	Each	Y	\$102.00
<b>IMPOUND FEES - LARGE ANIMALS</b>			
Grade 1 (Stallions, Mules, Bulls, Boars over 2 years) - 1st day	Each	Y	\$56 + pick up and transport costs
per day thereafter	Each	Y	\$25.00
Grade 1a (Stallions, Mules, Bulls, Boars under 2 years of age) - 1st Day	Each	Y	\$50 + pick up and transport costs
per day thereafter	Each	Y	\$25.00
Grade 2 (Mares, Geldings, Colts, Fillies and Cows) - 1st Day	Each	Y	\$45 + pick up and transport costs
per day thereafter	Each	Y	\$25.00
Grade 3 (Sheep Goats, Pigs and Lambs) - 1st Day	Each	Y	\$45 + pick up and transport costs
per day thereafter	Each	Y	\$25.00
Non business hour surcharge all grades: weekends, weekdays between 5.00pm to 7.00am	per hour	Y	\$15.00
<b>DAMAGE BY TRESPASS BY LARGE ANIMALS</b>			
Trespass in enclosed growing crop of any kind, garden or private enclosed property, public cemetery or public parkland by any grade of large animal	Each	Y	\$20 per animal
Trespass into unenclosed paddock or meadow of grass or of stubble by any grade of large animal	Each	Y	\$15 per animal
Trespass into any other unenclosed land by any grade of large animal	Each	Y	\$10 per animal
NB: No damage is payable in respect of a suckling animal under the age of 6 months running with its mother.			
<b>RANGER - OTHER SERVICES</b>			
Ranger time per hour	per hour	Y	\$125.00
<b>WASTE MANAGEMENT</b>			
<b>REFUSE COLLECTION</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
Kerbside Rubbish Collection	Per Bin	N	\$253.00
Kerbside Recycling	Per Bin	N	\$154.00
<b>DEPOT SERVICES</b>			
<b>PLANT HIRE **Only the plant listed below is available for hire. All plant must be hired with an operator</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
<b>WEEKDAY HIRE</b>			
4.5T Truck	Per Std Hour	Y	\$143.00
14T Truck	Per Std Hour	Y	\$181.00
Backhoe	Per Std Hour	Y	\$161.00
Grader	Per Std Hour	Y	\$208.00
Loader	Per Std Hour	Y	\$183.00
Roller	Per Std Hour	Y	\$151.00
Tractor	Per Std Hour	Y	\$146.00
<b>WEEKEND HIRE</b>			
4.5T Truck	Per Std Hour	Y	\$191.00
14T Truck	Per Std Hour	Y	\$225.00
Backhoe	Per Std Hour	Y	\$210.00
Grader	Per Std Hour	Y	\$242.00
Loader	Per Std Hour	Y	\$225.00
Roller	Per Std Hour	Y	\$225.00
Tractor	Per Std Hour	Y	\$215.00
<b>OTHER HIRE CHARGES</b>			
Hire of Pig Trailer	Per Std Hour	Y	\$69.00
Hire of Float	Per Std Hour	Y	\$69.00
<b>LABOUR CHARGES</b>			
Weekday	Per Std Hour	Y	\$69.00
Weekend	Per Std Hour	Y	\$105.00
<b>OTHER WORKS</b>			
Quotations can be obtained for small jobs. These will be charged at an appropriate hourly rate.			
Directional Signage - Ordering and Erection (Fingerboard sign only x 1)	Per sign	Y	\$489.00
Directional Signs – Ordering and Erection of larger signs x 1	Per sign	Y	Quoted per sign
<b>HIRE OF TEMPORARY FENCING</b>			
Bond	Per Hire	Y	\$525.00
For Other Local Governments for Extended Periods Only	Per Metre/Week	Y	\$20.00
Erected & Dismantled within Nannup Townsite	Per Metre/Week	Y	\$20.00
<b>CEMETERY</b>			
<b>RIGHT OF BURIAL</b>	<b>UNIT</b>	<b>GST</b>	<b>19/20</b>
Grant of Exclusive Right of Burial - 25 Year Period	Each		\$880.00
Grant of Exclusive Right of Burial Niche Wall/Rose Garden - 25 Year Period	Each		\$210.00
Renewal of Grant of Exclusive Right of Burial - 25 Year Period	Each		\$155.00
Registration of Transfer of Form of Grant of Right of Burial	Each		\$30.00
<b>INTERMENT TO A DEPTH OF 2.1M</b>			

Any Person Ten Years of Age or Older	Each		\$1,100.00
Any Person Under Ten Years of Age	Each		\$945.00
A Stillborn Child	Each		\$620.00
Additional Fee – Interment Without Due Notice	Each		\$130.00
Additional Fee - Interment Not in Usual Hours	Each		\$130.00
Additional Fee - Interment on a Saturday, Sunday or Public Holiday	Each		\$610.00
<b>ASHES</b>			
Interment of Ashes	Each		\$260.00
Placement of Ashes Within Niche Wall (includes plaque with standard inscription)	Each		\$530.00
Placement of Ashes in Rose Garden (includes plaque with standard inscription & Concrete Base)	Each		\$560.00
Additional Line on Plaque Order Form (further to the standard inscription of Name, Dates & 1 Line)	Each		\$26.00
Placement of Ashes in Rose Garden - No Plaque	Each		\$300.00
<b>MEMORIALS</b>			
Memorial Plaque - No Ashes - Rose Garden (includes plaque with standard inscription & Concrete Base)	Each		\$415.00
Memorial Plaque - No Ashes - Niche Wall	Each		\$385.00
Additional Line on Plaque Order Form (further to the standard inscription of Name, Dates & 1 Line)	Each		\$27.00
Internments, (Shrub selection to be approved by CEO as per Council plan)			
- Initial Placement (includes plaque with standard inscription & concrete base)	Each		\$825.00
- Subsequent Single Placements	Each		\$420.00
Permission to Erect Headstone, Kerbing or Monument	Each		\$52.00
<b>LICENSE FEES</b>			
Undertakers Annual License Fee	Each		\$150.00
Undertakers Single License Fee (for one interment)	Each		\$100.00

### TOWN PLANNING

CHARGE & COMMENT	GST
<b>DETERMINATION OF A DEVELOPMENT APPLICATION WHERE THE ESTIMATED COST OF THE DEVELOPMENT IS:</b>	
a) No more than \$50,000	N
b) More than \$50,000 but not more than \$500,000	N
c) More than \$500,000 but not more than \$2.5 million	N
d) More than \$2.5 million but not more than \$5 million	N
e) More than \$5 million but not more than \$21.5 million	N
f) More than \$21.5 million	N

*Note: If the development has commenced or being carried out prior to approval, an additional amount, by way of penalty that is twice the amount of the maximum fee payable for determination of the application under Parts (a) - (b), (c), (d), (e) and (f) will be added to base rate*

### MISCELLANEOUS DEVELOPMENT APPLICATIONS

Single Dwelling (where Planning Approval required)	N
Additions to Single Dwelling (where Planning Approval required)	N
Ancillary Accommodation/Granny Flat/Caretakers Dwelling/Workers Accommodation	N
Farm Stay/Holiday Cottage (in existing residence)	N
Application for approval of home occupation	N
Sign Application Fee	N
Relocation of a Building Envelope	N
Setback Reduction (in addition to other fees)	N
Application for change of use or for change or continuation of a non-conforming use where no new development is occurring	N
Alfresco Dining	N
Extending Conditional Planning Approval/Renewal Fee	N
Retail / Shop (use only)	N
Bed & Breakfast Accommodation (additional fees if notification req'd)	N
Consulting Rooms	N
Light/General/Service/Rural Industry (use only)	N
Extractive Industry	N
Timber Plantation	N
Nannup Strata Title Fees	a) For a certificate under
	b) For a certificate under
	c) For a Form 7 certificate

#### Notes:

1. Applications that are subject to Development Assessment Panels will attract an additional fee at the rate set out in Schedule 1 to the Planning and Development (Development Assessment Panels) Regulations 2011

2. Applicants are to provide details of estimated cost of development (includes any car parking, effluent disposal, landscaping features, etc).

3. Delegated Authority has been provided to the CEO to determine the value of proposed development. If applicants disagree with the estimate made by the Shire reconsideration can be requested if evidence of the cost of development can be provided. If applicants still dispute the estimated cost determined by the Shire the matter can be referred to the Fees Arbitration Panel (WAPC WAMA) for determination.

4. The costs of advertising and any specialist reports will be an additional cost

#### SCHEME AMENDMENTS/STRUCTURE PLANS

Basic Amendment	N
Standard Amendment	N
Complex Amendment	N
Minor Structure Plan - only applies when CEO determines that advertising is not required	N
Standard Structure Plan	N
Major Structure Plan	N
Detailed area plans	N
Revised detailed area plans	N

Notes:

1. Details of the calculation used to derive the fee is to be made available to the applicant upon request applicants cost. Such costs are separate to the fees stipulated in this schedule.

3. If an applicant is not satisfied that the fee calculated by the Shire are a reasonable estimate of the service, the matter may be referred to the Fees Arbitration Panel (WAPC WAMA) for determination.

#### SUBDIVISIONS

Clearance Certificates	Up to 5 lots	N
	6 to 195 lots	N
	More than 195 lots	N

#### OTHER PLANNING FEES

Issue of zoning certificate	N
Section 40 (Liquor Licensing) Certificate	Y
Replying to a property settlement questionnaire	Y
Issue of written planning advice	Y
Certificate of Title Search	Y
Road Closure Application	Y
Erection of sign at Information Bay	Y
Application for advertising signage	Y

#### PLANNING DOCUMENTS

Copy of Local Planning Scheme Text	Y
Copy of Local Planning Strategy	Y
Copy of Municipal Inventory	Y

#### ADVERTISING/NOTIFICATION OF PROPOSALS (NOT SCHEME AMENDMENTS)

Local newspaper advertising	N
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Notes:

1. Advertising and/or notification fees are to be paid in addition to any development application fees (as set out in part 1 of this Schedule) planning scheme(s), policies or may be determined as being a requirement of the planning



### **MEMORANDUM OF UNDERSTANDING BETWEEN THE SHIRE OF NANNUP AND USER GROUPS OF THE NANNUP COMMUNITY SHEDS**

The purpose of this Memorandum of Understanding is to clarify the management and tenancy issues of the Community Storage sheds on the Kearney Street Depot site and covers the period 1 July 2014 to 30 June 2019.

The facility is owned by the Shire of Nannup and the tenants are the Youth Advisory Council, Nannup Music Club, Nannup Garden Village and the Nannup Arts Council/South West Foodbowl Festival. (It is acknowledged that the Nannup Arts Council and South West Foodbowl Festival will share a bay and share the cost of the annual contribution).

The purpose of the community storage shed is for the storage of goods and equipment.

The annual contribution from each stakeholder group effective from July 1 2014 is \$200 plus GST and covers maintenance, building insurance, ant and annual termite inspections, baiting program for vermin, power, cleaning gutters and repairing/replacing keys and locks. The Nannup Youth Advisory Council is exempt from this fee as a Committee of Council. This fee will be reviewed in June 2019.

Council will be responsible for:

1. Building insurance.
2. Payment of utility bills.
3. Maintaining the buildings in accordance with the Memorandum of Understanding.

Each user group will be responsible for:

1. Any contents insurance required to cover their items stored within the sheds.
2. Keeping their bays in a clean and tidy state.
3. Making good any damage caused by the tenant.
4. Providing two current shed keys to the Shire of Nannup.

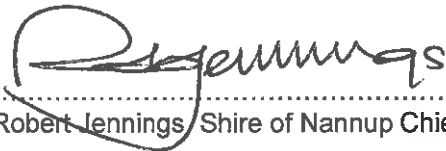
The Community Groups will be jointly responsible for:

1. Managing their keys including the maintenance of a key register.
2. Managing the additional storage bay and the shared equipment.

The Community Groups must not:

1. Modify the building without the prior approval of Council.
2. Sublet the storage bays without the prior approval of Council.
3. Use the buildings in any manner which may be or become a nuisance, disturbance or annoyance to the quiet and comfort of any occupier of any premises in the vicinity.
4. Store any inflammable liquids, acetylene gas, dangerous chemicals or volatile or explosive oils, compounds or substances on the premises.

Signed

  
.....  
Robert Jennings, Shire of Nannup Chief Executive Officer.

Date

08.10.14  
.....


Signed

  
.....  
Vanda Crothers, Deputy Chairman, Nannup Music Club

Date

11.8.14  
.....


Signed

  
.....  
Heather Walford, Chairman, Nannup Garden Village

Date

10.6.14  
.....

Signed

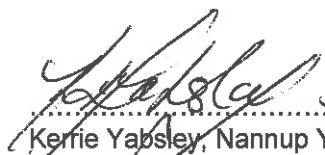
  
.....  
Carol Pinkerton, Chairman, Nannup Arts Council

Date

8-10-14  
.....



Signed

  
.....  
Kerrie Yabsley, Nannup Youth Advisory Council

Date

10.6.14  
.....

Signed

  
.....  
Barbara Dunnet, South West Foodbowl Festival

Date

29/6/14  
.....



## **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 December 2019**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**Shire of Nannup**  
**Information Summary**  
**For the Period Ended 31 December 2019**

**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.

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

**Statement of Financial Activity by reporting program**

Is presented on page 3 and shows a surplus as at 31 December 2019 of \$2,629,757.

**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
<b>Significant Projects</b>				
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	51%	-\$ 1,057,949	-\$ 1,922,562	-\$ 538,446
Non-operating Grants, Subsidies and Contributions	30%	-\$ 649,800	-\$ 649,800	-\$ 195,222
	43%	-\$ 1,707,749	-\$ 2,572,362	-\$ 733,668
Rates Levied	100%	\$ 1,771,448	\$ 1,771,448	\$ 1,775,736

*% Compares current ytd actuals to annual budget*

<b>Financial Position</b>		<b>Prior Year 30</b>	<b>Current Year 30</b>	<b>Note</b>
		<b>June 2019</b>	<b>June 2020</b>	
Adjusted Net Current Assets	92%	\$ 2,862,398	\$ 2,629,756	3
Cash and Equivalent - Unrestricted		\$ 2,274,272	\$ 2,623,344	3 & 4
Receivables - Rates	143%	\$ 505,662	\$ 724,186	3 & 6
Receivables - Other	347%	\$ 30,966	\$ 107,520	3 & 6
Payables	22%	\$ 113,667	\$ 25,316	3

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

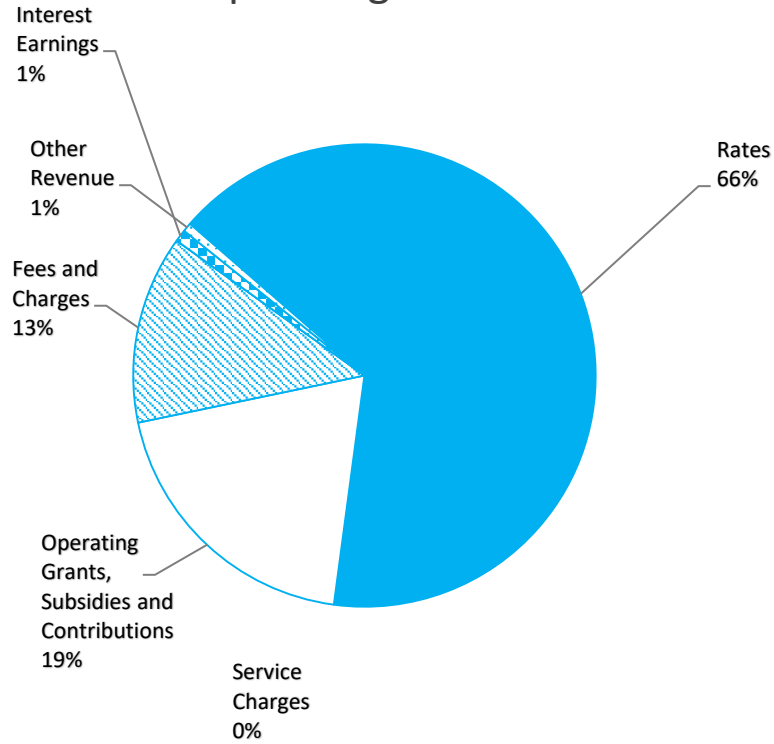
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**Preparation**

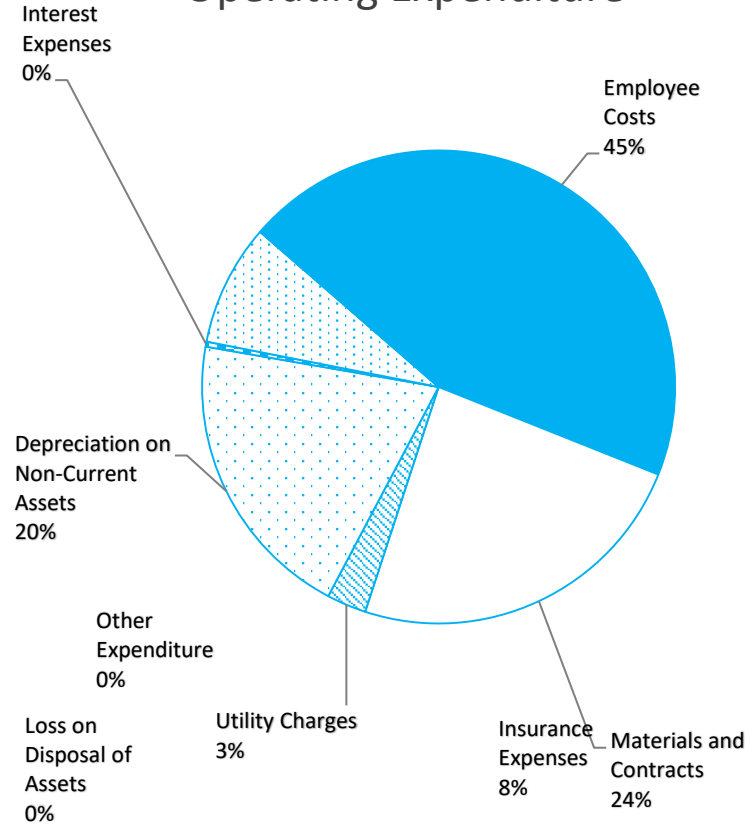
Prepared by: Susan Fitchat  
Reviewed by: Tracie Bishop  
Date prepared: 21/02/2020

Shire of Nannup  
Information Summary  
For the Period Ended 31 December 2019

Operating Revenue



Operating Expenditure



**SHIRE OF NANNUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 December 2019**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>		814,162	814,162	<b>1,864,842</b>	1,050,680	129%	
<b>Revenue from operating activities</b>							
Governance		0	0	<b>0</b>	0		
General Purpose Funding - Rates	9	1,771,448	1,771,448	<b>1,775,736</b>	4,288	0%	
General Purpose Funding - Other		775,930	387,965	<b>345,509</b>	(42,456)	(11%)	
Law, Order and Public Safety		227,986	113,993	<b>216,265</b>	102,272	90%	
Health		16,750	8,375	<b>11,071</b>	2,696	32%	
Education and Welfare		54,644	27,322	<b>18,692</b>	(8,630)	(32%)	
Housing		20,800	10,400	<b>11,200</b>	800	8%	
Community Amenities		339,356	169,678	<b>302,950</b>	133,272	79%	
Recreation and Culture		11,940	5,970	<b>9,062</b>	3,092	52%	
Transport		116,854	58,427	<b>105</b>	(58,322)	(100%)	
Economic Services		26,975	13,488	<b>4,799</b>	(8,688)	(64%)	
Other Property and Services		15,400	7,700	<b>6,363</b>	(1,337)	(17%)	
		<b>3,378,084</b>	<b>2,574,766</b>	<b>2,701,752</b>			
<b>Expenditure from operating activities</b>							
Governance		(1,150,409)	(575,205)	<b>(472,265)</b>	102,939	18%	
General Purpose Funding		(82,344)	(41,172)	<b>(22,362)</b>	18,810	46%	
Law, Order and Public Safety		(296,534)	(148,267)	<b>(206,564)</b>	(58,297)	(39%)	
Health		(54,363)	(27,182)	<b>(29,793)</b>	(2,611)	(10%)	
Education and Welfare		(101,206)	(50,603)	<b>(52,537)</b>	(1,935)	(4%)	
Housing		(34,507)	(17,253)	<b>(9,480)</b>	7,773	45%	
Community Amenities		(381,198)	(190,599)	<b>(170,635)</b>	19,964	10%	
Recreation and Culture		(275,288)	(137,644)	<b>(138,994)</b>	(1,350)	(1%)	
Transport		(1,041,587)	(520,794)	<b>(476,442)</b>	44,352	9%	
Economic Services		(342,625)	(171,313)	<b>(111,478)</b>	59,834	35%	
Other Property and Services		(838,546)	(419,273)	<b>(453,541)</b>	(34,268)	(8%)	
		<b>(4,598,608)</b>	<b>(2,299,304)</b>	<b>(2,144,092)</b>			
<b>Financing Costs</b>							
Community Amenities		(1,570)	(785)	<b>(1,034)</b>	(249)	32%	
		<b>(1,570)</b>	<b>(785)</b>	<b>(1,034)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		816,280	408,140	<b>395,951</b>	(12,189)	(3%)	
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	<b>0</b>	(22,200)	(100%)	
Adjust Provisions and Accruals		0	0	<b>51,328</b>	51,328		▲
<b>Amount attributable to operating activities</b>		<b>(383,614)</b>	<b>705,017</b>	<b>1,003,905</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	779,530	389,765	<b>195,222</b>	(194,543)	(50%)	▼
Proceeds from Disposal of Assets	8	70,000	35,000	<b>0</b>	(35,000)	(100%)	▼
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(142,730)	(71,365)	<b>0</b>	71,365	100%	▲
Infrastructure Assets - Roads	13	(687,372)	(343,686)	<b>(372,687)</b>	(29,001)	(8%)	
Infrastructure Assets - Public Facilities	13	0	0	<b>0</b>	0		
Infrastructure Assets - Footpaths	13	0	0	<b>0</b>	0		
Infrastructure Assets - Drainage	13	0	0	<b>0</b>	0		
Plant and Equipment	13	(426,000)	(213,000)	<b>(60,925)</b>	152,075	71%	▲
Furniture and Equipment	13	(38,000)	(19,000)	<b>0</b>	19,000	100%	▲
<b>Amount attributable to investing activities</b>		<b>(444,572)</b>	<b>(222,286)</b>	<b>(238,390)</b>			
<b>Financing Activities</b>							
Loan Repayments Capital		(33,728)	(33,728)	<b>0</b>	33,728	(100%)	
Proceeds from new borrowings		370,000	370,000	<b>0</b>	(370,000)		
Self-Supporting Loan Principal		49,796	24,898	<b>24,644</b>	(254)	(1%)	
Transfer from Reserves	7	104,000	52,000	<b>0</b>	(52,000)	(100%)	▼
Repayment of Debentures	10	(49,796)	(24,898)	<b>(24,644)</b>	254	1%	
Transfer to Reserves	7	(425,000)	(212,500)	<b>(600)</b>	211,900	100%	▲
<b>Amount attributable to financing activities</b>		<b>15,272</b>	<b>175,772</b>	<b>(600)</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>1,248</b>	<b>1,472,665</b>	<b>2,629,757</b>			

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 December 2019**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>		814,162	814,162	1,864,842	1,050,680	129%	▲
<b>Revenue from operating activities</b>							
Rates	9	1,771,448	1,771,448	1,775,736	4,288	0%	
Operating Grants, Subsidies and Contributions	11	1,045,827	522,914	529,995	7,081	1%	
Fees and Charges		475,089	237,544	356,161	118,617	50%	▲
Service Charges		0	0	0	0		
Interest Earnings		60,000	30,000	22,967	(7,033)	(23%)	
Other Revenue		25,720	12,860	16,893	4,033	31%	
		<b>3,378,084</b>	<b>2,574,766</b>	<b>2,701,752</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,873,031)	(936,516)	(883,891)	(52,624)	(6%)	
Materials		-981,852.69	(490,926)	(474,814)	(16,112)	(3%)	
Contracts		(613,307)	(306,654)	(165,596)	(141,057)	(46%)	▼
Utility Charges		(98,140)	(49,070)	(53,489)	4,419	9%	
Depreciation on Non-Current Assets		(816,280)	(408,140)	(395,956)	(12,184)	(3%)	
Interest Expenses		(18,098)	(9,049)	(6,774)	(2,275)	(25%)	
Insurance Expenses		(176,169)	(88,084)	(164,611)	76,526	87%	▲
Other Expenditure		(1,100)	(550)	0	(550)	(100%)	
(Profit)/Loss on Sale of Assets		(22,200)	(11,100)	0	(11,100)	(100%)	
		<b>(4,600,177)</b>	<b>(2,300,089)</b>	<b>(2,145,131)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		816,280	408,140	395,956	(12,184)	(3%)	
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	0	(22,200)	(100%)	
Adjust Provisions and Accruals		0	0	51,328	51,328		▲
<b>Amount attributable to operating activities</b>		<b>(383,613)</b>	<b>705,017</b>	<b>1,003,904</b>			
<b>Investing activities</b>							
Non-Operating Grants, Subsidies and Contributions	11	779,530	389,765	195,222	(194,543)	(50%)	▼
Proceeds from Disposal of Assets	8	70,000	35,000	0	(35,000)	(100%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(142,730)	(71,365)	0	71,365	100%	▲
Infrastructure Assets - Roads	13	(687,372)	(343,686)	(372,687)	(29,001)	(8%)	
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		
Plant and Equipment	13	(426,000)	(213,000)	(60,925)	152,075	71%	▲
Furniture and Equipment	13	(38,000)	(19,000)	0	19,000	100%	▲
<b>Amount attributable to investing activities</b>		<b>(444,572)</b>	<b>(222,286)</b>	<b>(238,390)</b>			
<b>Financing Activities</b>							
Loan Repayments Capital		(33,728)	(33,728)	0	33,728	(100%)	
Proceeds from new borrowings		370,000					
Self-Supporting Loan Principal		49,796	24,898	24,644	(254)	(1%)	
Transfer from Reserves	7	104,000	52,000	0	(52,000)	(100%)	▼
Repayment of Debentures	10	(49,796)	(24,898)	(24,644)	254	1%	
Transfer to Reserves	7	(425,000)	(212,500)	(600)	211,900	100%	▲
<b>Amount attributable to financing activities</b>		<b>15,272</b>	<b>(194,228)</b>	<b>(600)</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>1,249</b>	<b>1,102,666</b>	<b>2,629,757</b>	<b>1,527,091</b>	<b>138%</b>	<b>▲</b>

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 December 2019

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	0	0	(142,730)	0	0
Infrastructure Assets - Roads	13	(372,687)	0	(721,371)	(721,371)	(372,687)	348,684
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	0	0	0	0
Plant and Equipment	13	(60,925)	0	(426,000)	(426,000)	(60,925)	365,075
Furniture and Equipment	13	0	0	0	(38,000)	0	0
<b>Capital Expenditure Totals</b>		<b>(433,612)</b>	<b>0</b>	<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(433,612)</b>	<b>713,759</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				<b>(359,155)</b>	<b>(189,762)</b>	<b>(177,286)</b>	
Borrowings				<b>0</b>	<b>0</b>	<b>0</b>	
Other (Disposals & C/Fwd)				<b>35,000</b>	<b>70,000</b>	<b>0</b>	
Council contribution - Cash Backed Reserves							
Asset Management		<b>0</b>	<b>0</b>	\$813,772	(24,000)	0	<b>(813,772)</b>
Plant Replacement Reserve		<b>0</b>	<b>0</b>	\$549,340	(22,000)	0	<b>(549,340)</b>
Council contribution - operations				<b>(2,186,328)</b>	<b>(1,162,339)</b>	<b>(256,326)</b>	
<b>Capital Funding Total</b>				<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(433,612)</b>	

**Capital**





**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**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:

<b>Asset</b>	<b>Years</b>	<b>Method</b>
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 December 2019**

**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 2019/20 year is \$30,000 or 10% whichever is the greater.

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

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

Gross (Deficit) / Surplus Expected	ORIG EST
Revenue	\$ -
Expenditure	\$ -
Capital	\$ -
Other Items	\$ -
<b>Projected (Deficit) / Surplus</b>	<b>\$ -</b>

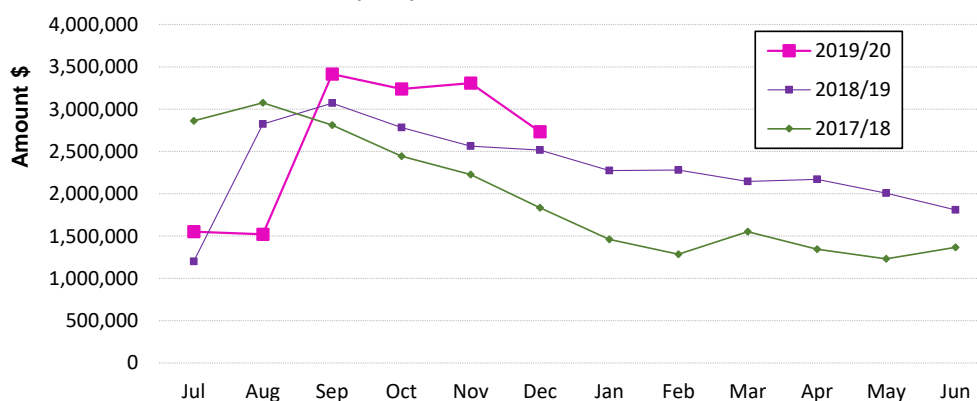
**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2019	31 Dec 2018	31 Dec 2019
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,399,928	2,274,272	2,249,673
<i>Cash Restricted:</i>				
Bonds, deposits and collections		49,797		49,299
Conditions over Grants	11	169,393	0	20,393
Cash Restricted Reserve Accounts	4	2,622,747	2,017,638	2,623,344
Receivables - Rates & Rubbish		174,092	505,662	724,186
Receivables - Other	6	573,603	30,966	107,520
Interest / ATO Receivable/ Trust	6	34,765	411,548	38,394
Inventories		146,023	6,240	146,023
		5,170,348	5,246,326	5,958,832
<b>Less: Current Liabilities</b>				
Payables		(113,667)	(19,401)	(25,316)
Bonds deposits and collections		(49,797)	(19,324)	(49,299)
Provisions		(389,941)	(334,797)	(338,613)
		(553,405)	(373,522)	(413,229)
<b>Less:</b>				
Cash Reserves	7	(2,622,747)	(2,017,638)	(2,623,344)
Cash Conditions over Grants		(169,393)		(20,393)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		(45,205)	(76,926)	(40,359)
Rates Received in Advance		(14,124)		(14,124)
Loans receivable - Clubs/Institutions		(49,797)	(17,429)	(52,376)
Local Government House Trust brought into account		(17,517)		
		(2,935,034)	(2,128,243)	(2,766,847)
<b>Adjustments:</b>				
Prior year adjustment- grant carry over				(149,000)
Long Service Leave provision not expected to be cleared at er		182,932	117,836	
		182,932	117,836	(149,000)
		<b>1,864,842</b>	<b>2,862,398</b>	<b>2,629,756</b>

**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 December 2019**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	1,269,816			1,269,816	CBA	Tiered	At Call
Reserve Bank Account		73,344		73,344	CBA	Tiered	At Call
Trust Bank Account			23,936		CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
<b>(b) Term Deposits</b>							
Municipal	500,000			500,000	WPC	2.20%	11-Dec-19
Municipal - At call	500,000			500,000	CBA	0.90%	At Call
Reserves		2,550,000		2,550,000	WPC	2.22%	11-Jun-20
<b>Total</b>	<b>2,270,066</b>	<b>2,623,344</b>	<b>23,936</b>	<b>4,893,410</b>			

**Comments/Notes - Investments**

SHIRE OF NANNUP  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 December 2019

**Note 5: Budget Amendments**

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

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Opening Surplus(Deficit)				1,248
	Surplus Brought Forward amendment						1,248
	Expenditure and Income Net from original Budget						1,248
	<b>Operating Permanent Changes</b>						
	<b>Governance</b>						
	<b>General Purpose Funding</b>						
	<b>Law &amp; Order</b>						
	<b>Education &amp; Welfare</b>						
	<b>Housing</b>						
	<b>Community Amenities</b>						
	<b>Recreation and Culture</b>						
	<b>Transport</b>						
	<b>Economic Development</b>						
	<b>Other Property &amp; Services</b>						
	<b>Capital Expenditure</b>						
				0	0	0	1,248

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

Comments/Notes - Budget Amendments

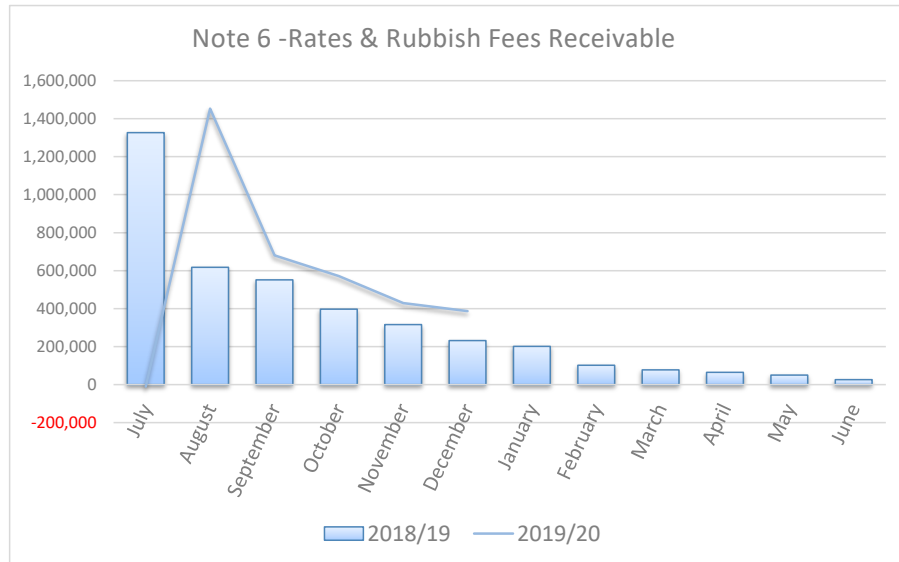


**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**Note 6: Receivables**

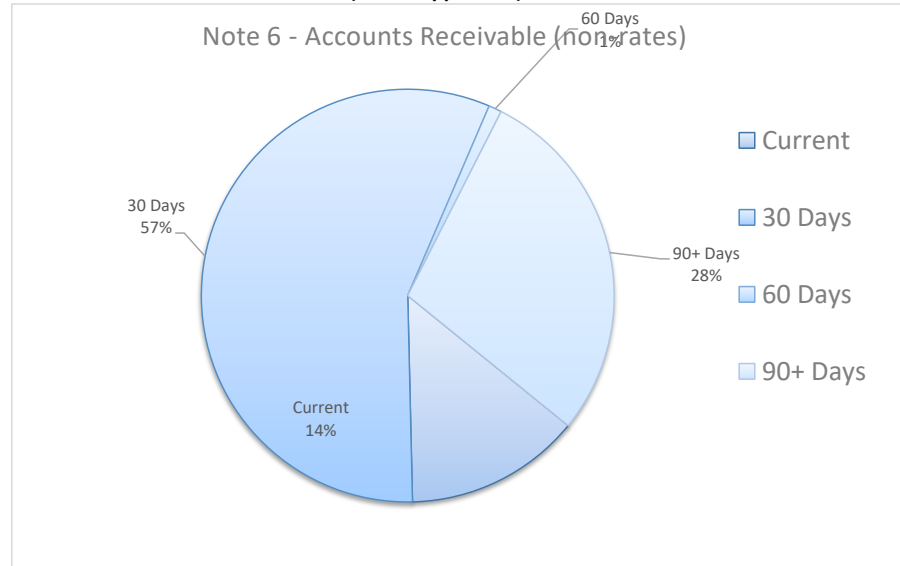
Receivables - Rates Receivable <i>Rates Only</i>	31 Dec 2019	30 June 2019
	\$	\$
Opening Arrears Previous Years	111,472	94,693
Levied this year	1,775,736	1,704,777
<u>Less</u> Collections to date	(1,250,371)	(1,687,997)
Equals Current Outstanding	<b>636,837</b>	<b>111,472</b>
<b>Net Rates Collectable</b>	<b>636,837</b>	<b>111,472</b>
% Collected	70.41%	93.81%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	7,966	32,806	589	16,371	57,732
<b>Balance per Trial Balance</b>					
Sundry Debtors					57,723
Receivables - Other					88,191
<b>Total Receivables General Outstanding</b>					<b>145,914</b>
				Error Check	0.00



**Comments/Notes - Receivables Rates**

**Amounts shown above include GST (where applicable)**

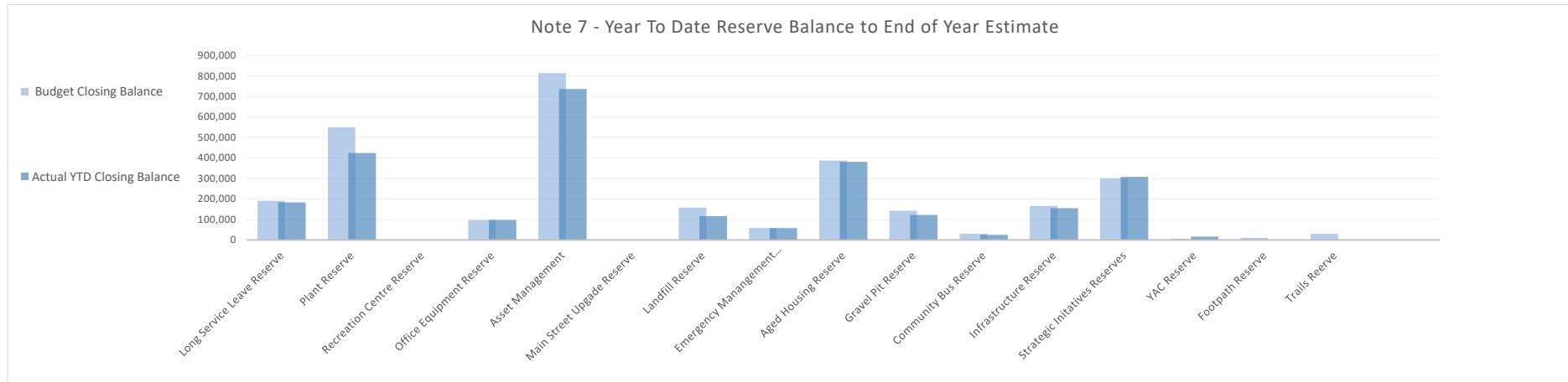
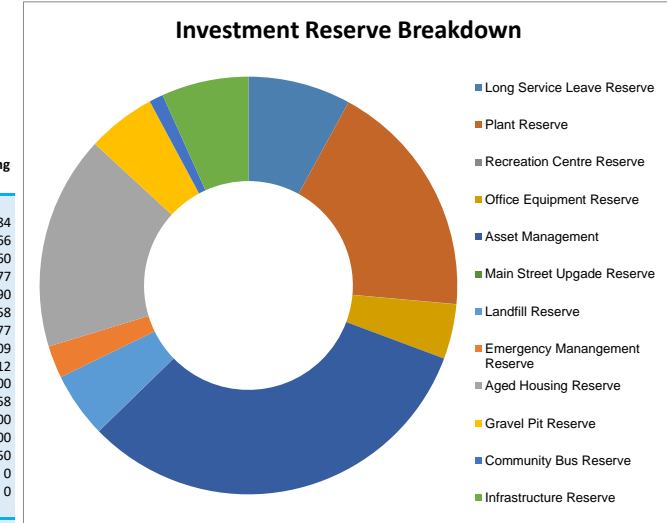


**Comments/Notes - Receivables General**

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**Note 7: Cash Backed Reserve**

Name	Opening Balance 1/7/2019	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Long Service Leave Reserve	\$ 182,930	\$ 3,000	\$ 54	\$ 15,000	\$ 0	\$ (10,000)	\$ 0	\$ 190,930	\$ 182,984
Plant Reserve	424,340	7,000	126	140,000	0	(22,000)	0	549,340	424,466
Recreation Centre Reserve	560	0	0	0	0	0	0	560	560
Office Equipment Reserve	97,549	1,000	29	30,000	0	(31,000)	0	97,549	97,577
Asset Management	735,772	12,000	218	90,000	0	(24,000)	0	813,772	735,990
Main Street Upgrade Reserve	58	0	0	0	0	0	0	58	58
Landfill Reserve	116,343	1,500	35	40,000	0	0	0	157,843	116,377
Emergency Management Reserve	57,792	1,000	17	0	0	0	0	58,792	57,809
Aged Housing Reserve	381,099	6,500	113	0	0	0	0	387,599	381,212
Gravel Pit Reserve	122,000	1,000	0	20,000	0	0	0	143,000	122,000
Community Bus Reserve	25,051	1,000	7	5,000	0	0	0	31,051	25,058
Infrastructure Reserve	155,000	1,000	0	10,000	0	0	0	166,000	155,000
Strategic Initiatives Reserves	308,000	0	0	0	0	(7,000)	0	301,000	308,000
YAC Reserve	16,250	0	0	0	0	(10,000)	0	6,250	16,250
Footpath Reserve	0	0	0	10,000	0	0	0	10,000	0
Trails Reserve	0	0	0	30,000	0	0	0	30,000	0
	<b>2,622,744</b>	<b>35,000</b>	<b>600</b>	<b>390,000</b>	<b>0</b>	<b>(104,000)</b>	<b>0</b>	<b>2,943,744</b>	<b>2,623,344</b>





**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	8.8980	383	6,561,664	583,857	4,320	0	588,177	0			0
UV	0.4638	208	118,073,000	547,623	0	0	547,623	0			0
UV Pastoral				0	0	0	0		0	0	0
<b>Sub-Totals</b>		<b>591</b>	<b>124,634,664</b>	<b>1,131,479</b>	<b>4,320</b>	<b>0</b>	<b>1,135,799</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV	1,013.00	353	2,535,608	357,589	0	0	357,589	0	0	0	0
UV	1,133.00	206	26,003,497	233,398	0	0	233,398	0	0	0	0
<b>Sub-Totals</b>		<b>559</b>	<b>28,539,105</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>1,150</b>	<b>153,173,769</b>	<b>1,722,466</b>	<b>4,320</b>	<b>0</b>	<b>1,726,786</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Concession							0				0
<b>Amount from General Rates</b>							<b>1,726,786</b>				<b>0</b>
Ex-Gratia Rates							48,949				0
Specified Area Rates							0				0
<b>Totals</b>							<b>1,775,736</b>				<b>0</b>

**Comments - Rating Information**

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars	01 Jul 2019	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$
<b>Governance</b>								
Loan 37 NCRC	33,132		9,114	18,505	24,018	14,627	1,034	1,570 *
Loan 39 NMC		293,330	15,530	31,291	277,800	262,038	5,866	9,187
	33,132	293,330	24,644	49,796	301,817	276,665	6,900	10,757

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

\* Per SSL 2019\_20

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 December 2019

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening	Budget		YTD	Annual	Post	Expected	YTD Actual		Unspent
			Balance	Operating	Capital	Budget	Budget	Variations		Revenue	(Expended)	Grant
			(a)	(b)		(a)+(b)	(d)	(e)	(d)+(e)	(c)	(a)+(b)+(c)	
				\$	\$	\$				\$	\$	\$
<b>General Purpose Funding</b>												
Grants Commission - General Equalisation	WALGGC	operating	(427,099)	(425,411)	0	(852,510)	(425,411)		(425,411)	(200,438)	200,438	0
Grants Commission - Roads	WALGGC	operating	(268,121)	(242,276)	0	(510,397)	(242,276)		(242,276)	(111,594)	111,594	0
<b>Law, Order and Public Safety</b>												
FESA LEVY DFES	Dept. of Fire & Emergency Serv.	Operating - Tied	0	(120,000)	0	(120,000)	(120,000)		(120,000)	(50,807)	50,807	0
Bushfire Management Plan	Dept. of Fire & Emergency Serv.	Operating - Tied	(19,140)	0	0	(19,140)	0		0	(110,750)	110,750	(19,140)
Bushfire Mitigation Works 2018/19	Dept. of Fire & Emergency Serv.	Operating - Tied	(9,141)	(35,262)	0	(44,403)	(35,262)		(35,262)	0	0	(9,141)
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Operating - Tied	7,888	0	0	7,888	0		0	(4,570)	4,570	7,888
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(81,746)	0	(81,746)	(81,746)		(81,746)	(45,755)	45,755	0
<b>Education and Welfare</b>												
Grants - Community Bus	Contributions	Operating	0	(2,000)	0	(2,000)	(2,000)		(2,000)	0	0	0
Local Drug Action Group	Local Drug Action Group	Operating	0	0	0	0	0		0	(1,874)	1,874	0
Family Fun Day	Dept. Regional Development	Operating	0	0	0	0	0		0	0	0	0
Community Development Grants	Dept. Regional Development	Non-operating	0	0	0	0	0		0	0	0	0
Community Development Grants (inc Trails)	Lotterywest	Operating - Tied	(149,000)	(34,500)	0	(183,500)	(34,500)		(34,500)	(11,159)	11,159	0
<b>Recreation and Culture</b>												
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(133,000)	(133,000)	(133,000)		(133,000)	0	0	0
Grants - Libraries	Good Things Foundation	Operating	0	0	0	0	0		0	(1,500)	1,500	0
<b>Transport</b>												
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(306,800)	(306,800)	(306,800)		(306,800)	(111,222)	111,222	0
MRD Grants - Capital Projects	Regional Road Group	Operating	0	(116,754)	0	(116,754)	(116,754)		(116,754)	0	0	0
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	(210,000)	(210,000)	(210,000)		(210,000)	(84,000)	84,000	0
			<b>(864,613)</b>	<b>(1,057,949)</b>	<b>(649,800)</b>	<b>(2,572,362)</b>	<b>(1,707,749)</b>	<b>0</b>	<b>(1,707,749)</b>	<b>(733,668)</b>	<b>733,668</b>	<b>(20,393)</b>
<b>SUMMARY</b>												
Operating	Operating Grants, Subsidies and Contributions		(695,220)	(868,187)	0	(1,563,407)	(868,187)	0	(868,187)	(361,160)	361,160	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(169,393)	(189,762)	0	(359,155)	(189,762)	0	(189,762)	(177,286)	177,286	(20,393)
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	(649,800)	(649,800)	(649,800)	0	(649,800)	(195,222)	195,222	0
<b>TOTALS</b>			<b>(864,613)</b>	<b>(1,057,949)</b>	<b>(649,800)</b>	<b>(2,572,362)</b>	<b>(1,707,749)</b>	<b>0</b>	<b>(1,707,749)</b>	<b>(733,668)</b>	<b>733,668</b>	<b>(20,393)</b>

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 December 2019**

**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 2019	Amount Received	Amount Paid	Closing Balance 31 Dec 2019
	\$	\$	\$	\$
BCITF Levy	160	(649)	309	500
BRB Levy	761	(2,297)	2,240	817
Bonds	22,018	(600)	400	22,218
Nomination Deposit	0	(400)	0	400
Donation Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
Trust accrued Expenses	75	0	75	0
	<b>23,014</b>	<b>(3,946)</b>	<b>3,025</b>	<b>23,935.73</b>

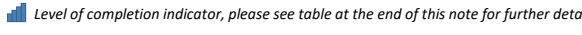











23,936

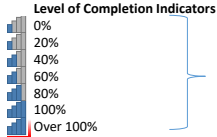
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SHIRE OF NANNUP  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 December 2019

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
<b>Buildings</b>								
	Buildings	0754	0	0	0	142,730	0	0
<b>Law, Order And Public Safety Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>142,730</b>	<b>0</b>	<b>0</b>
	<b>Buildings Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>142,730</b>	<b>0</b>	<b>0</b>
<b>Furniture &amp; Office Equip. Governance</b>								
	Shire Offices	0584	0	0	0	38,000	0	0
<b>Governance Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>38,000</b>	<b>0</b>	<b>0</b>
	<b>Furniture &amp; Office Equip. Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>38,000</b>	<b>0</b>	<b>0</b>
<b>Plant , Equip. &amp; Vehicles Governance</b>								
	Vehicle purchases - Office Staff	0544	0	0	0	40,000	40,000	(40,000)
<b>Governance Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>(40,000)</b>
<b>Transport</b>								
	Purchase Of Plant	3564	60,925	0	60,925	386,000	386,000	(325,075)
<b>Transport Total</b>			<b>60,925</b>	<b>0</b>	<b>60,925</b>	<b>386,000</b>	<b>386,000</b>	<b>(325,075)</b>
	<b>Plant , Equip. &amp; Vehicles Total</b>		<b>60,925</b>	<b>0</b>	<b>60,925</b>	<b>426,000</b>	<b>426,000</b>	<b>(365,075)</b>
<b>Roads (Non Town) Transport</b>								
	Local Road Construction	3170	368,755	0	368,755	622,232	622,232	(253,476)
	Mrd Special Bridgeworks	3180	0	0	0	70,000	70,000	(70,000)
	Footpath Program	3210	3,932	0	3,932	29,139	29,139	(25,208)
<b>Transport Total</b>			<b>372,687</b>	<b>0</b>	<b>372,687</b>	<b>721,371</b>	<b>721,371</b>	<b>(348,684)</b>
	<b>Roads (Non Town) Total</b>		<b>372,687</b>	<b>0</b>	<b>372,687</b>	<b>721,371</b>	<b>721,371</b>	<b>(348,684)</b>
<b>Capital Expenditure Total</b>			<b>433,612</b>	<b>0</b>	<b>433,612</b>	<b>1,328,101</b>	<b>1,147,371</b>	<b>(713,759)</b>



Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.

31/12/2019

## Attachment 12.10.1

ACCOUNTS FOR PAYMENT				
December 2019				
Municipal Payments				
Chq/EFT	Date	Name	Description	Amount
EFT12152	02/12/2019	AUS RECORD	STATIONERY	\$ 96.50
EFT12153	02/12/2019	VISIMAX SAFETY PRODUCTS	PERMITS	\$ 245.50
EFT12154	02/12/2019	BP NANNUP	MONTHLY FUEL USAGE	\$ 2,758.86
EFT12155	02/12/2019	SOUTHERN LOCK & SECURITY	MONITORING FEE	\$ 280.86
EFT12156	02/12/2019	EDGE PLANNING & PROPERTY	MONTHLY PLANNING SERVICES	\$ 3,287.57
EFT12157	02/12/2019	CITY & REGIONAL FUELS	FUEL SUPPLY	\$ 4,687.58
EFT12158	02/12/2019	BROOKS HIRE	LOADER HIRE	\$ 2,794.44
EFT12159	02/12/2019	ID BRANDING PTY LTD	FAMILY FUN DAY	\$ 165.00
EFT12160	02/12/2019	AFGRI	GRADER REPAIRS	\$ 67,017.33
EFT12161	02/12/2019	DUNSBOROUGH ASPHALT	ROADWORKS	\$ 4,240.00
EFT12162	02/12/2019	REDGATE LIME	LIMESTONE	\$ 1,425.00
EFT12163	02/12/2019	AVELING	WORKPLACE ASSESSMENT	\$ 600.00
EFT12164	02/12/2019	SUSAN FITCHAT	REIMBURSEMENT OF EXPENSES ASSOCIATED WITH RECRUITMENT.	\$ 253.70
EFT12165	02/12/2019	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL FOR QUARTER 2 2019-2020	\$ 30,343.80
EFT12166	02/12/2019	JASON SIGNMAKERS	ROAD SIGNAGE	\$ 64.90
EFT12167	02/12/2019	METAL ARTWORK CREATIONS	NAME BADGE	\$ 14.30
EFT12168	02/12/2019	PRESTIGE PRODUCTS	CONSUMABLES	\$ 962.06
EFT12169	02/12/2019	FULTON HOGAN INDUSTRIES PTY LTD	ROADWORKS	\$ 185,896.75
EFT12170	02/12/2019	SW PRECISION PRINT	BUSINESS CARDS	\$ 379.00
EFT12171	02/12/2019	SHIRE OF MANJIMUP	EVERY CLUB PROGRAM 2019/2020	\$ 827.20
EFT12172	02/12/2019	IT VISION	PURCHASE ALTUS ECM	\$ 11,832.15
EFT12174	05/12/2019	DEAN GUJA	EHO WORK AND TRAVEL	\$ 3,475.00
EFT12175	05/12/2019	COVS PARTS PTY LTD	BATTERY FOR HILUX	\$ 525.81
EFT12176	05/12/2019	SOUTHWEST FOOD BOWL ASSOCIATION INC	COMMUNITY GRANT 2019/20	\$ 1,000.00
EFT12177	05/12/2019	SCOPE BUSINESS IMAGING	PHOTOCOPYING SERVICE PLAN	\$ 1,164.55
EFT12178	05/12/2019	OFFICEWORKS	MISCELLANEOUS STATIONERY	\$ 740.00
EFT12179	05/12/2019	NANNUP HOT BREAD SHOP	CATERING FOR MEETING	\$ 204.93

EFT12180	05/12/2019	JOHN BROUGH	REIMBURSEMENT	\$ 53.00
EFT12181	05/12/2019	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 346.30
EFT12182	05/12/2019	DAVID TAYLOR	REIMBURSEMENT	\$ 1,184.50
EFT12183	05/12/2019	BUBBLE VENTURES PTY LTD	BUBBLY DEPOSIT	\$ 548.35
EFT12184	05/12/2019	NANNUP BRIDGE CAFE	CATERING FOR MEETING	\$ 1,234.50
EFT12185	05/12/2019	JOHN PHILLIPS CONSULTING	CEO ANNUAL PERFORMANCE	\$ 3,850.00
EFT12186	05/12/2019	TIME TRAVEL TOURS & TRANSPORT	HIRE OF BUS	\$ 200.00
EFT12187	05/12/2019	NANNUP ARTS COUNCIL INC.	COMMUNITY GRANT 2019/20	\$ 1,000.00
EFT12188	05/12/2019	COMPUTER WEST	MINOR EQUIPMENT PURCHASE	\$ 1,529.00
EFT12189	05/12/2019	NANNUP GARDEN VILLAGE COMMITTEE	COMMUNITY GRANT 2019/20	\$ 10,000.00
EFT12190	05/12/2019	HOLBERRY HOUSE	ACCOMMODATION	\$ 130.00
EFT12191	05/12/2019	JASON SIGNMAKERS	SIGNAGE	\$ 762.30
EFT12192	05/12/2019	METAL ARTWORK CREATIONS	NAME BADGE	\$ 14.30
EFT12193	05/12/2019	MUIRS MANJIMUP	VEHICL MAINTENANCE	\$ 63.27
EFT12194	05/12/2019	NANNUP DISTRICT HIGH SCHOOL	COMMUNITY GRANT 2019/20	\$ 800.00
EFT12195	05/12/2019	THE PAPER COMPANY OF AUSTRALIA PTY LTD	STATIONERY	\$ 123.75
EFT12196	05/12/2019	SUGAR MOUNTAIN ELECTRICAL SERVICES	REPAIRS AND MAINTENANCE	\$ 203.06
EFT12197	05/12/2019	IT VISION	ALTUS ENQUIRE	\$ 38.50
EFT12198	05/12/2019	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISING	\$ 3,190.00
EFT12199	05/12/2019	WORK CLOBBER	WORKWEAR	\$ 40.00
EFT12201	12/12/2019	DIANE LONGBOTTOM	RATES REFUND	\$ 274.25
EFT12202	13/12/2019	JP REPAIRS	VEHICLE TYRES	\$ 2,343.00
EFT12203	13/12/2019	SURVCON PTY LTD	ROAD WORKS	\$ 2,640.00
EFT12204	13/12/2019	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 1,744.60
EFT12205	13/12/2019	SOUTH WEST ISUZU	VEHICLE REPAIRS	\$ 90.47
EFT12206	13/12/2019	JC PLUMBING & GAS PTY LTD	VEHICLE REPAIRS	\$ 330.00
EFT12207	13/12/2019	ENVIRONMENTAL HEALTH AUSTRALIA (NEW SOUTH WALES) INC.	SUBSCRIPTION	\$ 330.00
EFT12208	13/12/2019	BRANDINO PTY LTD	CERTIFICATES	\$ 660.00
EFT12209	13/12/2019	BUSSELTON BEARING SERVICES	VEHICLE REPAIRS	\$ 96.80
EFT12210	13/12/2019	CITY & REGIONAL FUELS	FUEL SUPPLY	\$ 5,025.42
EFT12211	13/12/2019	AMPAC	LEGAL FEES DEBT COLLECTION	\$ 2.20

EFT12212	13/12/2019	DUNSBOROUGH ASPHALT	ROADWORKS	\$ 3,180.00
EFT12213	13/12/2019	CHRIS BUCKLAND	IT ALLOCATION	\$ 1,490.00
EFT12214	13/12/2019	NANNUP LIQUOR STORE	REFRESHMENTS AND FUNCTIONS	\$ 256.31
EFT12215	13/12/2019	FAIRTEL PTY LTD	NBN CHARGES	\$ 198.22
EFT12216	13/12/2019	CLG GLASS AND ALUMINIUM	BUILDING MAINTENANCE	\$ 380.00
EFT12217	13/12/2019	FRIENDS OF THE BLACKWOOD	COMMUNITY GRANT 2019/20	\$ 500.00
EFT12218	13/12/2019	BULLIVANTS	CONSUMABLES	\$ 0.06
EFT12219	13/12/2019	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL FOR SECTION 36L & 36M	\$ 2,183.00
EFT12220	13/12/2019	TOLL TRANSPORT PTY LTD	SIGNAGE	\$ 300.53
EFT12221	13/12/2019	KLEENHEAT GAS PTY. LTD.	ANNUAL FEE	\$ 79.20
EFT12222	13/12/2019	NANNUP HARDWARE & AGENCIES	SUNDRY PURCHASES	\$ 4,533.75
EFT12223	13/12/2019	NANNUP HOTEL	CATERING FOR MEETING	\$ 575.50
EFT12224	13/12/2019	NANNUP COMMUNITY RESOURCE CENTRE	VISITOR INFORMATION SERVICES	\$ 2,750.00
EFT12225	13/12/2019	ST. JOHN AMBULANCE - NANNUP	MEMBERSHIP	\$ 93.00
EFT12226	13/12/2019	TOTAL EDEN	CONSUMABLES	\$ 328.19
EFT12227	19/12/2019	JP REPAIRS	CONSUMABLES	\$ 158.00
EFT12229	19/12/2019	BP NANNUP	TRAILER HIRE	\$ 95.00
EFT12230	19/12/2019	ARBOR GUY	CHISTMAS LIGHTS	\$ 1,056.00
EFT12231	19/12/2019	DEAN GUJA	EHO WORK AND TRAVEL	\$ 1,955.00
EFT12232	19/12/2019	NAS SECURITY	SECURITY MONITORING	\$ 574.62
EFT12233	19/12/2019	COMPASS RENOVATIONS	BUILDING MAINTENANCE	\$ 1,661.00
EFT12234	19/12/2019	CITY & REGIONAL FUELS	FUEL SUPPLY	\$ 5,815.46
EFT12235	19/12/2019	NANNUP DELI	VBFB REFRESHMENTS	\$ 374.29
EFT12236	19/12/2019	LOWER BLACKWOOD LCDC	2019-20 FERAL PIG CONTRIBUTION	\$ 3,300.00
EFT12237	19/12/2019	SARAH DEAN	REIMBURSEMENT	\$ 90.56
EFT12238	19/12/2019	COMMON GROUND TRAILS	CONCEPT PLAN	\$ 33,000.00
EFT12239	19/12/2019	DAVID TAYLOR	REIMBURSEMENT	\$ 1,560.00
EFT12240	19/12/2019	NANNUP SIGNS	SIGNAGE	\$ 324.50
EFT12241	19/12/2019	HASTIE WASTE	WASTE COLLECTION	\$ 25.00
EFT12242	19/12/2019	AUSTRALIAN TAXATION OFFICE - BAS	BUSINESS ACTIVITY STATEMENT	\$ 14,637.00
EFT12243	19/12/2019	WAYNE JOLLY	TRAVEL COSTS	\$ 300.00
EFT12244	19/12/2019	TOLL TRANSPORT PTY LTD	FREIGHT	\$ 15.02
EFT12245	19/12/2019	JASON SIGNMAKERS	SIGNAGE	\$ 167.31

EFT12246	19/12/2019	NANNUP HARDWARE & AGENCIES	WORKWEAR	\$ 844.95
EFT12247	19/12/2019	NANNUP NEWSAGENCY	POSTAGE	\$ 259.27
EFT12248	19/12/2019	NANNUP COMMUNITY RESOURCE CENTRE	DECEMBER TELEGRAPH SHIRE NOTES	\$ 326.70
EFT12249	19/12/2019	FULTON HOGAN INDUSTRIES PTY LTD	ROADWORKS	\$ 20,945.27
EFT12250	19/12/2019	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TRAINING COURSE	\$ 195.00
			<b>Total EFT payments - December 2019</b>	<b>\$ 468,658.07</b>
20430	02/12/2019	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION RENEWAL 12 MONTHS	\$ 67.40
20431	02/12/2019	KUSHDEV SINGH	REFUND OF CROSSOVER	\$ 5,004.99
20432	02/12/2019	TELSTRA	TELEPHONE USAGE	\$ 30.39
20433	13/12/2019	HARVEY NORMAN AV/IT SUPERSTORE BUSSELTON	MINOR EQUIPMENT PURCHASE	\$ 499.00
20434	19/12/2019	TELSTRA	TELEPHONE USAGE	\$ 55.22
			<b>Total Cheque payments - December 2019</b>	<b>\$ 5,657.00</b>
DD10642.1	04/12/2019	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 7,714.36
DD10642.2	04/12/2019	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 327.02
DD10642.3	04/12/2019	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 344.53
DD10642.4	04/12/2019	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 264.22
DD10642.5	04/12/2019	ASGARD INFINITY EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 413.48
DD10642.6	04/12/2019	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 562.31
DD10642.7	04/12/2019	JOLLEY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 52.49
DD10642.8	04/12/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 418.08
DD10647.1	18/12/2019	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 7,794.08
DD10647.2	18/12/2019	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 327.02
DD10647.3	18/12/2019	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 344.52
DD10647.4	18/12/2019	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 264.22
DD10647.5	18/12/2019	ASGARD INFINITY EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 413.48
DD10647.6	18/12/2019	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 568.40
DD10647.7	18/12/2019	JOLLEY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 49.40
DD10647.8	18/12/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 418.08

DD10658.1	31/12/2019	CLEANAWAY	RECYCLE BINS	\$ 10,227.97
DD10658.10	31/12/2019	WATER CORPORATION	WATER USAGE	\$ 4,679.54
DD10658.11	31/12/2019	BOC LIMITED	GAS USAGE	\$ 70.54
DD10658.12	31/12/2019	GO GO MEDIA * DIRECT DEBIT*	MONTHLY GO GO MEDIA	\$ 75.90
DD10658.13	31/12/2019	SGFLEET	MONTHLY FLEET COTNRACT	\$ 2,441.08
DD10658.14	31/12/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 39 and 37 -INSTALMENT	\$ 5,039.23
DD10658.2	31/12/2019	AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION	WESTNET - DECEMBER 2019	\$ 29.95
DD10658.3	31/12/2019	WESTNET	INTERNET	\$ 39.95
DD10658.4	31/12/2019	SYNERGY	POWSER USAGE	\$ 7,478.76
DD10658.5	31/12/2019	CALTEX AUSTRALIA	FLEET TRANSACTIONS	\$ 334.47
DD10658.6	31/12/2019	CALL ASSOCIATES PTY LTD - INSIGHT & CONNECT	MONTHLY CALL COSTS	\$ 90.81
DD10658.7	31/12/2019	BP AUSTRALIA	MONTHLY FUEL USAGE	\$ 756.31
DD10658.8	31/12/2019	AUSSIE BROADBAND - DIRECT DEBIT	MONTHLY BROADBAND FEES	\$ 99.00
DD10658.9	31/12/2019	TELSTRA	MONTHLY TELEPHONE USAGE	\$ 1,466.66
DD10661.1	31/12/2019	CORPORATE CREDIT CARD - SHIRE OF NANNUP	CORPORATE CREDIT CARD	\$ 3,361.90
			<b>Total Direct Debit payments - December 2019</b>	<b>\$ 56,467.76</b>
<b>Shire of Nannup Trust Fund</b>				
EFT12173	02/12/2019	BUILDING COMMISSION	BSL LEVY OCTOBER	\$ 169.95
EFT12251	19/12/2019	BUILDING COMMISSION	BSL LEVY NOVEMBER	\$ 349.90
EFT12200	05/12/2019	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY NOVEMBER 2019	\$ 77.75
EFT	31/12/2019	SHIRE OF NANNUP	ADMIN LEVY FEES	\$ 43.25
			<b>Total Trust payments - December 2019</b>	<b>\$ 640.85</b>
<b>TOTAL PAYMENTS DECEMBER 2019</b>				
Municipal Payments				\$ 530,782.83
Trust Payments				\$ 640.85
				<b>\$ 531,423.68</b>