

AGENDA

Council Meeting to be held
on
Thursday 26 July 2012
Commencing at 4.15pm

Agenda

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
(previously approved)

Apology submitted by Cr Lorkiewicz

Previously approved Leave of Absence from Crs Dunnet and Mellema
3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
4. **PUBLIC QUESTION TIME**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**

Cr. S. Camarri

Application received for the period:
25 July 2012 to 14 August 2012
6. **PETITIONS/DEPUTATIONS/PRESENTATIONS**
7. **DECLARATIONS OF INTEREST**

The Shire President will read out any declarations received relating to financial, proximity or impartiality interests and ask for any further declarations to be made.

Members should make any declarations at the start of the meeting but may declare an interest before the resolution of any agenda item.
8. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 28 June 2012 be confirmed as a true and correct record.
9. **ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

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10. REPORTS BY MEMBERS ATTENDING COMMITTEES

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DEVELOPMENT **SERVICES**

AGENDA NUMBER: 11.1
SUBJECT: Draft Bush Fire Hazard Strategy– seeking consent to publicly advertise
LOCATION/ADDRESS: Whole of Shire
NAME OF APPLICANT: Strategen on behalf of the Shire of Nannup and Shire of
Bridgetown-Greenbushes
FILE REFERENCE: FRC 7
AUTHOR: Steve Thompson – Consultant Planner
REPORTING OFFICER: Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST: The author, Edge Planning & Property receive
planning fees for advice to the Shire therefore declare a Financial Interest –
Section 5.65 of the Local Government Act 1995
DATE OF REPORT: 18 June 2012

Attachment: Draft Bush Fire Hazard Strategy–Separate Cover (Disk already supplied)

BACKGROUND:

1. Purpose

Council's previous resolutions on 24 March and 28 July 2011 initiated the designation of a bushfire prone area over the Shire of Nannup.

The purpose of this report is to seek Council support to publicly advertise a draft bush fire hazard strategy for the municipality. Public release of the draft strategy, in association with Scheme Amendment No. 12 to the Shire of Nannup Local Planning Scheme No. 3, is intended to generate community discussion. In time, an endorsed strategy will provide clearer guidelines for assessing applications for building licence consent, planning applications, subdivision applications, structure plans and scheme amendment requests.

2. Draft Bush Fire Hazard Strategy

Following the receipt of funding, the Shire of Nannup and the Shire of Bridgetown-Greenbushes appointed Strategen Environmental Consultants Pty Ltd (to be called "Strategen") to undertake a Bush Fire Hazard Strategy for the whole of the Shire of Nannup and all of the Shire of Bridgetown-Greenbushes. The draft strategy is set out in the Attachment.

Strategen state (page 1):

“Shire of Bridgetown-Greenbushes and Shire of Nannup (the Shires) do not currently have an overall approach to bush fire risk management at a community and land development level. This can potentially lead to inadequate bush fire management for new land developments and communities, which was illustrated to be a contributing factor to the loss of significant property assets in the Perth Hills bush fires on 6 February 2011 (Keelty 2011). Given the inherent bush fire risk due to the vast availability of bush fire fuels located within the Shires, an approach that links bush fire management planning processes and building enforcement aspects is critical to the protection of existing life and property assets and those arising from proposed future development.

The current approach to bush fire management and protection across the Shires is through Fire Management Plans prepared and implemented during the latter stages of the planning process, or in a responsive manner through enforcement powers granted under the *Bush Fires Act 1954* and relevant local laws. However, the bush fire planning principles contained within *Planning for Bush Fire Protection Guidelines (Edition 2)* (the Guidelines – WAPC et al. 2010), Australian Standard AS 3959 – 2009 *Construction of buildings in bushfire prone areas* (SA 2009a) and the recommendations from Keelty (2011) place further onus on local governments to be more proactive in providing a better approach to bush fire management when planning land developments and establishing new communities. In light of this, the Shires have commissioned Strategen to prepare a Bush Fire Hazard Strategy across both Shires in accordance with the Guidelines.”

The strategy is intended to inform bush fire management planning requirements for future development within the municipality through the application of Australian Standard AS 3959 – 2009 *Construction of buildings in bushfire prone areas*. Identification of bush fire prone areas subsequently enables the application of AS 3959 – 2009, which outlines appropriate construction standards for buildings proposed for such areas.

3. Methodology

The bush fire hazard assessment mapping was undertaken in accordance with the *Planning for Bush Fire Protection Guidelines (Edition 2)* to determine bush fire prone areas. The methodology used by Strategen to determine bush fire prone areas included:

- a desktop investigation to identify vegetated areas throughout the municipality and the corresponding vegetation types, as well as the average slope under each classified vegetation type;
- targeted field assessments to visually confirm results from the desktop investigation;

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- preparation of a vegetation class map and average slope map throughout the municipality based on the desktop and field investigations;
- preparation of a bush fire hazard assessment map for the municipality based on the vegetation and slope assessments; and
- preparation of a bush fire prone areas map for the municipality based on the hazard levels determined.

Depending on the predominant vegetation (type and class), fuel load (in tonnes per hectare) and the slope of the land, bush fire hazard levels designated as low, moderate and extreme were applied to different areas of the municipality in accordance with the *Planning for Bush Fire Protection Guidelines*.

Vegetation type was the key determinant of the bush fire hazard level, given the municipality contains large extent of densely vegetated forest, woodland or shrubland areas greater than 0.25 hectares. These areas were assigned a moderate to extreme bush fire hazard level regardless of slope. A 100 metre buffer zone was also included around these areas to capture any developments proposing to be located within 100 metres of moderate to extreme bush fire hazard areas.

Cleared farmland and urban areas lying outside the 100 metre buffer were assigned a low bush fire hazard level.

The methodology for determining bush fire prone land is explained in the *Planning for Bush Fire Protection Guidelines* which state that all areas with an assessed moderate or extreme bush fire hazard level are considered to be bush fire prone areas. The bush fire hazard assessment mapping enabled the development of a bush fire prone areas map which specifies bush fire prone areas across the municipality.

The majority of the municipality has been designated as bush fire prone due to the large extent of vegetated land occurring throughout the Shire. In designated bush fire prone areas, all habitable buildings should comply with *Australian Standard AS3959* which is referred to in the *Building Code of Australia*.

4. Scheme Amendment No. 12

Scheme Amendment No. 12, to Shire of Nannup Local Planning Scheme No. 2 (LPS3), proposes to introduce a statutory head of power to require new habitable buildings or additions to habitable buildings to comply with *Australian Standard AS3959-2009 Construction of Buildings in Bushfire Prone Areas*, the *Building Code of Australia* and the *Planning for Bush Fire Protection Guidelines* (Edition 2).

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At the Council Meeting of 24 March 2011, the Council passed the following motion, at minute No 8575:

"That Council agree in pursuance of Section 75 of the Planning and Development Act 2005 to initiate an amendment to the Shire of Nannup Local Planning Scheme No. 3 by adding provisions to designate a Bushfire Prone Area over the whole Shire outside the Nannup Townsite area."

At the Council Meeting of 28 July 2011, the Council passed the following motion, at minute No 8652:

"That Council agree to the changes to the Scheme Amendment 12 as described in Attachment 1 and raised during the public submission period, as shown in the attached table of submissions and therefore due to the substantial change to the amendment document advertise the proposed Scheme Amendment 12, to Local Planning Scheme No 3, for a further 42 day public advertising period."

At the Council Meeting of 15 December 2011, the Council passed the following motion, at minute No 8720:

"That Council propose a second round of consultation."

There have been two rounds of public consultation on Scheme Amendment No. 12, with the Council on 15 December 2011 requiring an additional round of consultation (which will be the third round of community consultation). The Shire administration has held off undertaking the third round of community consultation on Scheme Amendment No. 12 until Strategen's Bush Fire Hazard Strategy was suitable for public release.

5. Planning and building context

Planning for Bush Fire Protection Guidelines (Edition 2)

The Western Australian Planning Commission (WAPC) and the Fire and Emergency Services Authority (FESA) have developed the *Planning for Bush Fire Protection Guidelines* (Edition 2, May 2010). These guidelines are designed, in part, for local governments to use to assess the risk of bushfire hazard in a proposed development or subdivision. The focus of these guidelines is "ensuring that bush fire hazards are considered in planning decisions at all stages of the planning process to avoid increased fire risk to life and property through inappropriately located or designed land use and development."
(page 1).

Page 4 of the guidelines, in part, states:

“Bush fire prone areas may be designated by the local government. In designated bush fire prone areas, all new habitable buildings must comply with AS3959. For the purposes of the guidelines, all areas with a moderate or extreme bush fire hazard level are considered to be bush fire prone areas for planning new subdivisions and developments and for building controls.” (page 4).

Local Planning Scheme No. 3

Clause 10.2 of LPS3 sets out several matters to consider when dealing with applications for Council’s approval of a proposed development:

- (d) any approved Statement of Planning Policy of the Commission;
- (g) any Local Planning Policy adopted by the Council under the provisions of clause 2.4;
- (n) whether the land to which the application relates is unsuitable for the proposal by reason of it being, or likely to be, subject to bush fire or any other risk; and
- (q) whether the proposed means of access to or egress from the site are adequate.

Currently, LPS3 sets out that habitable buildings in some Special Rural and Special Use zones must be constructed to AS3959-2009. Most parts of the municipality do not however have this requirement.

State Planning Policy 3.4 - Natural Hazards and Disasters

Local government must have regard to this Policy in the preparation or amendment of local planning schemes, strategies and policies, and when providing comment and advice that deal with applications that may be affected by natural hazards. The Policy should be used by local government to determine those areas that are most vulnerable to bushfire and where development should not be recommended. It authorises the WAPC to prepare guidelines for protection from hazards which should be considered in the determination of proposals.

Building Code of Australia

The Building Code of Australia (BCA), Parts P2.3.4 and 3.7.4, controls the building of dwellings in declared bushfire prone areas. The BCA is satisfied if the dwelling or habitable building complies with Australian Standard AS3959-2009 Construction of Buildings in Bushfire Prone Areas.

COMMENT:

A) Overview

The draft strategy classifies the bush fire prone areas of the municipality so that bush fire planning considerations and subsequent management measures can be implemented in the early planning stages of proposed developments, especially through the enforcement of AS 3959 – 2009. Designation of bush fire prone land will allow:

- the identification of any proposed subdivision, development or modification to an existing building occurring within a bush fire prone area;
- subsequent implementation of Council policies relating to the level of bush fire assessment needed for the proposed development prior to construction (building attack level assessment, fire management plan etc.); and
- subsequent implementation of appropriate bush fire management measures early in the planning stages of the development (specifically building location and setback requirements, level of construction standard as per AS 3959 – 2009, hazard separation zones, building protection zones, fuel hazard reduction, access requirements and water requirements).

The draft strategy (in association with the statutory head of power proposed through Scheme Amendment No. 12):

- is an important tool which is considered increasingly critical for the Council and Shire administration to undertake their statutory responsibilities and to more effectively address risks and liabilities;
- is an valuable tool for various local government functions including ranger, building and planning services;
- will provide direction to the Council, Shire administration, Shire of Bridgetown-Greenbushes, Department of Planning, WAPC and the Minister for Planning in the assessment of future local planning scheme amendments, structure plans, subdivision applications, development applications and building applications as well as provide fire planning support for this decision making; and
- can assist future planning and development at the strategic level (including through the review of the Local Planning Strategy) and help inform the level of bush fire management required in specific areas (i.e. this enable the Shires to implement AS 3959– 2009).

The effect of a finalised strategy and Amendment 12 includes that:

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- if a property owner wishes to build or extend a habitable building in an area designated as “medium” or “extreme” hazard level in the bush fire hazard strategy, they will be subject to the relevant bushfire prone requirements pursuant to the *Building Code of Australia, Australian Standard 3959 – 2009* (or any updates) and *Planning for Bush Fire Protection Guidelines* (Edition 2) or any updates. This, in part, will require a higher standard of house construction;
- if a proponent disputes or seeks to lower the hazard level on their land which is set out in the Shire-wide Bushfire Hazard Assessment Plan, the proponent is to arrange at their cost a Building Attack Level (BAL) assessment and a statement/report from a suitably qualified and/or experienced practitioner to address the requirements of the Planning for Bush Fire Protection Guidelines (Edition 2) or any updates;
- where the local government has accepted a recommendation for a lower hazard level, the landowner will be responsible for permanent hazard reduction measures to maintain the nominated and agreed BAL; and
- where a Fire Management Plan has been endorsed by the local government and/or the Fire and Emergency Services Authority of Western Australia, the affected land owners will be responsible for the ongoing implementation of the “land owners’ responsibilities” as specified in that Fire Management Plan.

Areas designated bushfire prone are required to meet a set of performance requirements. These requirements can be met through compliance with Australian Standard AS3959-2009. AS3959-2009 prescribes construction standards for residential buildings based on an assessment of Bushfire Attack Levels (BAL) linked to expectant radiant heat exposures generated by site characteristics.

The requirements for the construction of buildings in bushfire prone areas specified in AS3959-2009 aim to improve resistance to bushfire attack from burning embers, radiant heat, flame contact and combinations of the three attack forms.

Declaration of a bushfire prone area does not mean building standards would have universal application. The exact construction requirements to be used depend on an assessment of the BAL. This means that while a property may be in a declared bushfire prone area, the requirements will not automatically apply unless the property is assessed at a certain BAL. Simply being in a bushfire prone area does not on its own demand that all construction standards be met. A property assessed as having a BAL below 12.5 will not be subject to additional construction requirements, while those assessed as having a BAL of 12.5 will only need to comply with some of the additional construction requirements.

B) Key issues

It is suggested the main issue with habitable buildings complying with *Australian Standard AS 3959-2009* is added construction costs where setbacks between the dwelling and vegetated areas cannot be achieved. Construction costs can be reduced where a low fuel area is provided around the dwelling. Additional construction costs need to be balanced with lowering risk to people and property, creating more resilient communities and reducing liabilities to the Council.

In terms of impacts on insurance premiums, the report *A Shared Responsibility – The Report of the Perth Hills Bushfire February 2011 Review* (Keilty report) stated on pages 154 and 155:

“The Insurance Council of Australia also provided the Special Inquiry with evidence indicating that although different companies take different approaches to the calculation of bushfire risk in an insurance premium, the percentage of a premium that relates to bushfire risk, even for those areas deemed to be high risk, is relatively low. The evidence also indicated that insurance premiums are calculated predominantly based upon relative levels of risk to common perils.

The Special Inquiry heard that based on this approach, **the more widespread declaration of bushfire prone areas would not result in a significant increase to household insurance premiums.** This is because even if an area which had not previously been declared as bushfire prone was declared, its actual exposure to bushfire risk would not have changed as a result of the declaration. This is an important consideration for Government in its assessment of the Special Inquiry’s recommendation related to the declaration of bushfire prone areas.

In fact, in discussions with the insurance industry, the Special Inquiry heard that broader declarations of bushfire prone areas and compliance with AS3959 may place some downward pressure on premiums by requiring the construction of safer, more defensible buildings that are less likely to be destroyed in a bushfire.

It was noted by the Special Inquiry that insurance companies take on the risk of their policies without ever viewing the location of the property or the construction materials that are used in homes. That, of course, is a matter for the industry. However it is assumed by the Special Inquiry that the more houses contained within developed areas comply with all known defences against bushfire, the faster resilience levels among these communities will rise to a point that reduces the call on insurance.”

C) Suggested next steps

Based on the above, the draft strategy is considered appropriate to be publicly advertised for community and stakeholder comment. If Council agrees, the draft strategy will be concurrently advertised with Scheme Amendment No. 12 with submissions invited through various methods. This should increase community

understanding, provide the opportunity to review the strategy and make suggested changes.

Public advertising of the draft strategy will assist to draw out comment from the community and stakeholders. It is proposed to consult widely for a six (6) week period by the Shire administration writing to and inviting comments from wide-ranging stakeholders and government agencies, placing public notices and details in local papers on multiple occasions, placing details on the Shire of Nannup website and information being available at the Shire office.

Following the close of the consultation period, the Council and the Shire administration will consider the submissions and determine whether the strategy is suitable for endorsement or whether it should be modified.

The objective is to finalise bushfire hazard mapping which will assist to increase certainty for everyone with an interest in this issue and which will provide increased guidance to Council and the Shire administration in assessing building and planning proposals.

Should the Council now want to rescind its resolution on 15 December 2011 to "stop" Scheme Amendment 12, it is highlighted that under the *Planning and Development Act 2005* the amendment now cannot be stopped by Council. Given the amendment gained Environmental Protection Authority "environmental clearance" and has been publicly advertised, the Minister for Planning (and not the Council) will make the final decision on Amendment 12. Outlined below is part of section 87 of the *Planning and Development Act*:

87. Approval and publication of scheme or amendment

- 1) Subject to section 83, after advertisement under section 84 and compliance with sections 85 and 86, a local planning scheme prepared or adopted, or an amendment to a local planning scheme prepared or adopted, by a local government is to be submitted to the Minister for the approval of the Minister.
- 2) The Minister may, in relation to a local planning scheme or amendment submitted to the Minister under subsection (1) —
 - a) approve of that local planning scheme or amendment;
 - b) require the local government concerned to modify that local planning scheme or amendment in such manner as the Minister specifies before the local planning scheme or amendment is resubmitted for the Minister's approval under this subsection; or
 - c) refuse to approve of that local planning scheme or amendment.

D) Options

The Council can:

1. agree to the public release of the draft strategy without modifications;
2. agree to the public release of the draft strategy with modifications;
3. defer consideration of the matter and require additional information; or
4. not agree to the public release of the draft strategy, in which case the previously described provisions of the *Planning and Development Act 2005* regarding the Minister's role will take effect.

STATUTORY ENVIRONMENT:

Planning and Development Act, Town Planning Regulations, LPS3 and State Planning Policy 3.4 Natural Hazards and Disasters.

POLICY IMPLICATIONS:

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

The declaration of a designated bush fire prone area will enable the implementation of AS3959-2009. This includes addressing low fuel areas and a higher standard of building construction in areas that have the potential to be affected by a bushfire.

FINANCIAL IMPLICATIONS:

Full Government funding for the project to date with for both the Shire of Nannup and the Shire of Bridgetown-Greenbushes.

Shire costs associated with advertising the draft strategy.

STRATEGIC IMPLICATIONS:

Wide ranging as outlined in this report and in the Attachment including assisting to reduce bushfire risk to residents and visitors.

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That Council:

1. Support the public release of draft *Bush Fire Hazard Strategy - Shire of Bridgetown-Greenbushes and Shire of Nannup* outlined in the Attachment and require the draft strategy to be publicly advertised for a period of six (6) weeks;
2. Will reconsider draft *Bush Fire Hazard Strategy - Shire of Bridgetown-Greenbushes and Shire of Nannup* following the close of the public submission period and will determine whether or not to endorse the strategy; and
3. Note that the draft *Bush Fire Hazard Strategy - Shire of Bridgetown-Greenbushes and Shire of Nannup* will be concurrently advertised with the Scheme Amendment No. 12 to the Shire of Nannup Local Planning Scheme No. 3.

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AGENDA NUMBER: 11.2
SUBJECT: Local Planning Policy No. 18 – Signs and Advertisements: Submitted for adoption
LOCATION/ADDRESS: Applies throughout the municipality
NAME OF APPLICANT: Shire
FILE REFERENCE: ADM 9
AUTHOR: Steve Thompson, Consultant Planner
REPORTING OFFICER: Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST: Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.65 of the Local Government Act 1995)
DATE OF REPORT: 16 July 2012

Attachments: 1. Revised Draft Local Planning Policy (LPP 018 Signs and Advertisements)
2. Current Local Planning Policy No. 18 (LPP 018 Sign)
3. Submissions

BACKGROUND:

This report sets out the public consultation outcomes and seeks Council's final adoption of *Local Planning Policy No. 18 Signs and Advertisements*. The recommended adopted version of the policy is set out in Attachment 1 and incorporates minor amendments from the version that was publicly advertised. Recommended amendments are outlined in "highlight" or "strikeout".

Current *Local Planning Policy No. 18 (LPP 018) Sign* is set out in Attachment 2. This policy is not comprehensive and provides limited guidance in assessing sign applications other than the objective "To control the proliferation, quality, size, type and location of signage within the Shire of Nannup."

By way of background, the Council at its meeting on 22 March 2012 resolved the following:

8745 DUNNET/LORKIEWICZ

That Council:

1. Support the public release of draft Local Planning Policy 18–Signs and Advertisements outlined in Attachment 2 and require the draft policy to be publicly advertised in accordance with the requirements set out in the Shire of Nannup Local Planning Scheme No. 3 with an increased advertising period of six weeks.
2. Will reconsider draft Local Planning Policy 18 – Signs and Advertisements following the close of the public submission period and

will determine whether or not to adopt the policy with or without modification.

3. Will separately consider the provision, funding, maintenance and management of signage for local businesses associated with visitor information bay.
4. Will separately consider the provision and funding of a directional sign to the industrial estate.

In accordance with the Council resolution, the Shire administration consulted extensively for a 6 week period through:

- writing to and inviting comments from relevant stakeholders and government agencies;
- placing public notices in local papers on multiple occasions;
- placing details on the Shire of Nannup website; and
- having information available at the Shire office.

The Shire received six submissions on the draft policy and these are provided in Attachment 3. No submission objected to the policy, although one submission considered this was another case of "An Over-Governed and Over Regulated Bureaucracy". Issues raised in the submissions include branding and themed signage (supported concept and will be implemented where possible through assessing planning applications and through other Council initiatives), simplifying the policy and simplifying other Shire processes.

COMMENT:

A) Overview

It is suggested that the Council is now in a position to finally adopt Local Planning Policy No. 18 – Signs and Advertisements. It is recommended that Council adopts the version as set out in Attachment 1 which is slightly amended from the advertised version. The majority of modifications are made by the Shire administration to increase clarity.

Should Council adopt the policy set out in Attachment 1, it will replace the current policy outlined in Attachment 2.

Considering the extensive consultation that occurred on the draft policy, which resulted in seven submissions (only one raising issues), it can only be assumed that there is no objection to the policy.

The planning policy seeks to balance the provision of legitimate and appropriate signage, while minimising the adverse impacts of signs on the amenity of the municipality. If signs are not appropriately controlled, it is suggested that signage could have an impact on the amenity of the municipality, particularly in relation to roadside advertising.

B) Third party signage

A key issue raised in the report to Council on 22 March 2012 and in the policy are signs on "third party" properties (signs on properties where the business is not operating from). The advertised and suggested final policy, in part, states:

"Generally, signs should be located on land or buildings from which the business or profession to which the sign relates is being conducted. The Council may, following appropriate justification from a proponent, consider signs on "third party" freehold properties. Generally, this will be:

- for a temporary period (typically 6 – 12 months) following which the signs are to be removed;
- for a recently established local business or a local business (based in the Shire of Nannup) which will shortly commence operating; and
- limited to one sign for the business which is no greater than 4m² in area."

It is suggested the Council has three key options for third party signage:

- adopt the above approach that seeks to balance commercial and amenity considerations. No objections have been raised to this approach from the community or stakeholders;
- not permit signs on third party land - this is administratively straight forward and will promote greater amenity; or
- support increased opportunities for signage – this is likely to be inconsistent with many of the policy objectives and may lead to a proliferation of signs. This option is not supported.

It is suggested there is a need to promote a fair and equitable approach for business owners and operators and not to penalise businesses who have located in the Nannup town centre or on a major road. These businesses have paid for greater exposure (especially in the Nannup town centre). It is suggested that businesses located in other areas, which have lower passing trade, cannot expect to receive planning approval for large permanent signs on land where the business is not operating.

C) Submission from Mr. Prater

As outlined in the background section and in Attachment 3, Mr Prater's key concerns relate to "An Over-Governed and Over Regulated Bureaucracy" and suggestions to simplify the policy and other Shire processes. In terms of signage, the Shire of Nannup Local Planning Scheme No. 3 (LPS3) currently goes some way to addressing this. Schedule 5 of LPS3, outlined in Attachment 1 of the policy, sets out exempted advertisements where no planning approval is required. Most signs in the municipality fall into the category of exempt signs. Where a planning application is required, the policy seeks to provide increased certainty and consistency which is generally requested by the business sector and the community.

D) Non-compliant signs

Section 18 of the policy, along with clauses 5.8.14.7 and 5.8.14.8 of LPS3 outlines the recommended approach to non-compliant and poorly maintained signs. It is proposed that the Shire administration will progressively investigate and seek compliance. Given there are various signs that legally require planning approval (some signs are exempt as outlined in Attachment 1 of the policy), and there are typically more pressing statutory and strategic planning considerations, research and compliance will be an on-going consideration.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005 and LPS3. Section 2.4 of LPS3 provides the ability to prepare, amend or rescind a Planning Policy.

Outlined below are relevant clauses from LPS3:

"5.8.14 Control of Advertisements

5.8.14.1 Objectives

The objectives of the provisions for the control of advertisements are –

- (a) to ensure that the visual quality and character of particular localities and transport corridors are not eroded;
- (b) to minimise the total area and impact of outdoor advertising commensurate with the realistic needs of commerce for such advertising;
- (c) to prohibit outdoor advertising which is considered to be superfluous or unnecessary by virtue of their colours, height, prominence, visual impact, size, relevance to the premises on which they are located, number and content;
- (d) to minimise clutter of advertising signs; and

- (e) to promote a high standard of design and presentation in outdoor advertising.

5.8.14.2 Power to Control Advertisements

- (a) For the purpose of this Scheme and subject to sub-clause 5.8.14.1, the erection, placement and display of advertisements and the use of land or buildings for that purpose is development within the definition of the Act requiring, except as otherwise provided, the prior approval of the local government. Such planning approval is required in addition to any licence pursuant to the local government's relevant Local Law or policy.
- (b) Application for the local government's approval pursuant to this Part shall be submitted in accordance with the provisions of Clause 9.1 of the Scheme and shall be accompanied by a completed Additional Information Sheet in the form set out in Schedule 7 giving details of the advertisement(s) to be erected, placed or displayed on the land.

5.8.14.3 Existing Advertisements

Advertisements which –

- i. were lawfully erected, placed or displayed prior to the gazettal of this Scheme; or
- ii. may be erected, placed or displayed pursuant to a licence or other approval granted by the local government prior to the gazettal of this Scheme; hereinafter in this part referred to as 'existing advertisements', may, except as otherwise provided, continue to be displayed or be erected and displayed in accordance with the license or approval as appropriate.

5.8.14.4 Consideration of Applications

Without limiting the generality of the matters which may be taken into account when making a decision upon an application for consent to erect, place or display an advertisement, the local government shall examine each such application in the light of the objectives of the Scheme and with particular reference to the character and amenity of the locality within which it is to be displayed, including its historic or landscape significance and traffic safety, and the amenity of adjacent area which may be affected.

5.8.14.5 Exemptions from the Requirement to Obtain Consent

Subject to the provisions of the *Main Roads (Control of Signs) Regulations 1983* and notwithstanding the provisions of sub-clause 5.8.14.2, the local government's prior planning approval is not required in respect of those

advertisements listed in Schedule 5 which for the purpose of this Part are referred to as 'exempted advertisements'. The exemptions listed in Schedule 5 do not apply to places, buildings, conservation areas or landscape protection zones which are either –

- i. listed by the National Trust;
- ii. listed on the register the National Estate; and/or
- iii. listed in the local government's Heritage List pursuant to Clause 7.1 of the Scheme.

5.8.14.6 Discontinuance

Notwithstanding the scheme objectives and sub-clause 5.8.14.5, where the local government can demonstrate exceptional circumstances which cause an exempted or existing advertisement to seriously conflict with the objectives of this clause, it may by notice in writing (giving clear reasons) require the advertiser to remove, relocate, adapt, or otherwise modify the advertisement within a period of time specified in the notice.

5.8.14.7 Derelict or Poorly Maintained Signs

Where, in the opinion of the local government, an advertisement has been permitted to deteriorate to a point where it conflicts with the objectives of the Scheme or it ceases to be effective for the purpose for which it was erected or displayed, the local government may take action in accordance with clause 11.2 of the Scheme.

5.8.14.8 Notices

- (a) For the purpose of this Scheme, a person authorizing or responsible for the erection and/or display of an advertisement is referred to as 'the advertiser' shall be interpreted as any one or any group comprised of the land owner, occupier or licensee.
- (b) Any notice served in exceptional circumstances pursuant to sub-clause 5.8.14.6 or pursuant to sub-clause 5.8.10.7 shall be served upon the advertiser and shall specify -
 - (i) the advertisement(s) the subject of the notice;
 - (ii) full details of the action or alternative courses of action to be taken by the advertiser to comply with the notice;
 - (iii) the period, not being less than 60 days, within which the action specified shall be completed by the advertiser.

- (c) Any person upon whom a notice is served pursuant to this Part may within a period of 60 days from the date of the notice appeal to the Hon Minister for Planning or the State Administrative Tribunal in accordance with Part V of the Act, and where any such appeal is lodged the effect of the notice shall be suspended until the decision to uphold, quash or vary the notice is known and shall thereafter have effect according to that decision.

5.8.14.9 Scheme to Prevail

Where the provisions of this Part are found to be at variance with the provisions of any of the local government's Local Laws, the provisions of the Scheme shall prevail.

5.8.14.10 Enforcement and Penalties

The offences and penalties provisions specified in Part 11 of the Scheme apply to the advertiser in this part."

POLICY IMPLICATIONS:

Local Planning Policies are non-statutory documents which provide guidance to assist the Council in its decision making. Accordingly, the Council is not bound by the policy but is required to have regard to the policy it determine planning applications.

FINANCIAL IMPLICATIONS:

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

As set out in the draft fees and charges for the 2012/13 budget, the Planning Application fee for a sign is \$70.00, the erection of a sign at an information bay is \$70.00, while the erection of a tourism directional sign (excluding cost of sign) is \$130.00.

STRATEGIC IMPLICATIONS:

The policy, if adopted, will assist:

- the decision-making of the Council and the Shire administration;
- to inform applicants/landowners of Council requirements; and
- to raise community and stakeholder awareness.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council:

1. Replace current *Local Planning Policy No. 18 Sign* (Attachment 2) with *Local Planning Policy No. 18 Signs and Advertisements* (Attachment 1).
2. Adopt *Local Planning Policy 18 – Signs and Advertisements* as set out in Attachment 2.
3. Advise submitters of the above and thank them for their input into the process.
4. Note the Shire administration will progressively seek compliance of the Council's Local Planning Scheme and Local Planning Policy 18 regarding signs throughout the municipality.

Policy Number:	LPP018
Policy Type:	Local Planning Policy
Policy Name:	Signs and Advertisements
Policy Owner:	Manager Development Services

Authority: Shire of Nannup Local Planning Scheme No ~~3~~5.8.14.2 (a)

OBJECTIVES

The objectives of this Policy are to:

1. ensure that existing and future signage is maintained at a level which produces a positive image of the Shire of Nannup;
2. encourage advertising which complements the natural and urban environment whilst minimising any negative impacts;
3. promote a high standard of design and presentation;
4. minimise clutter of advertising signs;
5. control the erection of signs (size, type, location and quality) so as to minimise the proliferation of signs, prevent visual pollution and not detract from the amenity of an area;
6. prohibit advertising which is superfluous or unnecessary by virtue of their colours, height, prominence, visual impact, size, relevance to the premises on which they are located, number and content;
7. ensure that the visual quality and character of localities and transport corridors are not eroded;
8. minimise the total area and impact of outdoor advertising commensurate with the realistic needs of commerce for such advertising;
9. provide further interpretation of LPS3 in the assessment of applications for signs;
10. set out guidelines that will assist in the regulation and control of signage;
11. provide increased certainty for advertisers, landowners, the community and others and to assist in providing greater consistency in decision making by the Council; and
12. facilitate the effective and timely processing of sign applications which are in accordance with this Policy.

DEFINITIONS

In this Policy, the following definitions apply:

“Advertisement” means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, in the nature of, and employed wholly or partly for the purposes of, advertisement, announcement or direction, and includes any hoarding or similar structure used, or adapted for use, for the display of advertisements. The term includes any airborne device anchored to any land or building any vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising.

“Advertiser” means any person or any group comprised of the landowner, occupier, licensee or other person having an interest in, or drawing benefit from, the display of an advertisement concerned. In this Policy, “advertiser”, “applicant” and “proponent” have the same meaning.

“Third party properties” means properties which are not owned by the advertiser and/or from sites where the business or service is not operating.

In this Policy, “main roads” and “key tourist routes” means the Vasse Highway, Brockman Highway and Nannup-Balingup Road.

In this Policy, “signs”, “advertisements” and “advertising signs” have the same meaning. “Sign” can also mean “signs”.

In this Policy, “Agriculture Zone” also means “Agriculture Priority 1 – Scott Coastal Plain”, “Agriculture Priority 2”, “Cluster Farming” and “Coastal Landscape” zones.

POLICY

This Policy sets out Council's position relating to signs and advertisements.

It is Council's policy to achieve a balance between the provision of legitimate and appropriate signage and to minimise the adverse impacts that signs may have on the amenity, appearance and character of an area and/or on the municipality.

Background and Issues

It is a requirement of the Shire of Nannup Local Planning Scheme No. 3 (LPS3) for various signs to gain planning approval prior to erection, placement or display.

Application of the Policy

This Policy applies to any advertising device proposed to be erected within the municipality unless it is an “exempted advertisement” as set out in *Attachment 1* of this Policy (Schedule 5 of LPS3).

Links to Local Planning Scheme and Other Documents

This Policy relates to various requirements set out in LPS3 including Clause 5.8.14.2 requiring advertisers to submit a Planning Application to the Shire.

Policy Provisions

1. Exemptions from the Requirement to Obtain Planning Approval

Planning approval is not required from the Council in respect of those advertisements listed in Attachment 1 which are referred to as "exempted advertisements". The exemptions listed in Attachment 1 do not apply to land, buildings, objects, structures and places included on the:

- Council's Heritage List;
- National Trust list;
- National Estate register;
- within a Heritage Area; or
- within a Landscape Values Area.

For all other signs not set out in Attachment 1, the advertiser is required to submit a Planning Application and gain approval from the Council prior to the sign/s being erected.

2. General

In assessing a Planning Application for a sign, the Council will have regard to matters including the following:

- size, shape, materials, colours, finish, wording, general appearance, quality and location of the sign;
- whether it is illuminated and the presence or rate of flashing lights;
- existing number of signs on the site and as relevant in the locality (especially adjoining main roads and key tourist routes);
- pedestrian, cyclist and motorist safety;
- the objectives of LPS3;
- provisions and requirements of LPS3;
- the character and amenity of the locality within which it is to be displayed, including its historic and/or landscape significance;
- whether the application will create or exacerbate a clutter of advertising signs;
- whether the sign will create a detrimental visual impact on the area and/or transport corridor;
- whether the advertising is superfluous or unnecessary by virtue of their colours, height, prominence, visual impact, size, relevance to the premises on which they are located, number and content;
- zoning of the lot;
- the amenity of adjacent areas which may be affected and the effect on the streetscape;
- whether the sign is proposed to be temporary or permanent;
- written comments from affected landowners and other stakeholders;

- adopted Nannup main street heritage area guidelines, other adopted design guidelines or adopted building and landscaping guidelines;
- for signs proposed in or near the Nannup townsite, taking account of the historic and garden village theme of Nannup; and
- any other circumstance and factor affecting the application in the opinion of the Council.

Generally, signs should be located on land or buildings from which the business or profession to which the sign relates is being conducted. The Council may, following appropriate justification from an applicant, consider signs on "third party" freehold properties. Generally, this will be:

- for a temporary period (typically 6 – 12 months) following which the signs are to be removed;
- for a recently established local business or a local business (based in the Shire of Nannup) which will shortly commence operating; and
- limited to one sign for the business which is no greater than 4m² in area.

The Council will not support commercial advertising signs (including pylon, hoarding, tethered, and product display signs) for products and services of a multi-national, national or State wide business/entity which is located on third party land. The only exception is where the sign is located on a building, where it will be assessed on its merits against this Policy and LPS3.

The Council will consider signs no greater than 4m² in area, which advertise community development or road safety on third party freehold land. Signs will generally be granted approval for a temporary period which is typically no greater than 12 months. After this, the sign is to be removed.

The Council will not support applications for advertisements that, in the opinion of Council, detract from the aesthetic qualities of an area by virtue of inappropriate size, colour, illumination and location. Additionally, the Council will consider the existing number of signs placed in an area and/or on the building to ensure visual cluttering does not occur.

Generally, the Council does not support signs located on a light pole or power pole unless associated with a community event. Additionally, for roads managed by Main Roads Western Australia, the agency does not allow a sign or advertising device to be attached to existing signs, structures and roadside items including a light/power pole.

The use of vehicles, trailers, and trucks for display or exhibiting of signage will not be permitted except for special events as approved by Council.

The "onus of proof" rests with the advertiser to justify their Planning Application and variations to this Policy.

3. Prohibited Signs

A person shall not erect, maintain or display a sign that:

- will obstruct the view of traffic on a street or public place;
- prevents the safe and effective use of a footpath and/or dual use path;
- is located in a median strip or roundabout;
- can obstruct access to or from a door, fire escape or window, other than a window designed for the display of goods;
- is likely to be confused with, or mistaken for, an official traffic sign;
- emits a flashing, intermittent or sequential light;
- is situated on a tower, mast, chimneystack, spire, dome or similar architectural feature or on a superstructure over the main roof of a building;
- is situated on a building or structure where the stability of the building or structure is likely to be affected by the sign;
- is free standing sign above a roof;
- is on a tree that is living; and
- that contains offensive language or content.

4. Town Centre Zone and Heritage Area

In the Town Centre Zone and/or the Heritage Area (subject to the Nannup Main Street Heritage Guidelines set out in *Local Planning Policy No. 8*), the following will apply:

- consistency with the “garden village” character and “working timber town” identity;
- be compatible with existing development and the Heritage Area including being respectful of the scale, form and style;
- the use of under verandah signs and “shingles” is encouraged;
- signage is contained to the building walls and parapets. No additional structures will be permitted for roof-mounted signs over roofs or above parapets;
- signs are allowed on verandah fronts provided they are no higher than half of the parapet behind;
- stand-alone pylon signs, such as petrol station signs, may be acceptable where they are on, or close to, the front boundary and do not exceed the height of the proposed building;
- external illuminated signs are supported, however flashing illuminated or reflective signs are not supported; and
- advertising for franchises/corporate images are not supported where they affect the town’s established character or subdue its rural image.

5. Home Business Signs

Permanent signs for home businesses in the Residential, Special Residential, Special Rural and Special Use Zones (for Special Use Zones within the Nannup townsite) are to be:

- associated with the occupation of persons living on the property;
- a maximum of 1m²;
- constructed of materials and in colours which are complementary to area; and
- restricted to the approved business name and not advertise any commercial product.

6. Signs in Other Zones

Unless appropriately justified by the advertiser, the Council will not approve the erection of signs within the Industry Zone, Special Use Zone (outside the Nannup townsite) and in agriculture zones for an advertising device for a service or commodity which is not produced, offered or sold on the lot where the advertising device is erected.

Unless appropriately justified by the advertiser, the maximum size of a permanent sign is:

- Industrial Zone: 15m²;
- Special Use Zone (outside the Nannup townsite): 9m²; and
- Agricultural Zones: 9m².

7. Signs within Road Reserves and on Shire Managed Land

Generally, the Council does not support signs being located in road reserves and on Shire managed land. Exceptions to this are moveable signs (section 7.11 of this Policy), real estate signs outside of townsites and adjacent to various zones (section 7.12) and directional signs (section 7.14).

Public open space and reserves within the municipality on land managed by the Shire, shall not be used for the erection of signage except for purposes as approved by Council.

The Council does not support the erection of signage on trees with the road reserve.

The Council will consider signs supporting the sale of locally produced rural produce, adjacent to agricultural zones, within a road reserve managed by the Shire. The Council will support the erection of a seasonal signage, to bona fide rural producers, who provide for the sale of produce on an incidental basis subject to meeting other requirements of this Policy including safety considerations.

8. Siting Restrictions Near Main Roads and Key Tourist Routes

The Council will generally not permit the siting of advertising signs on or in the vicinity of main roads and key tourist routes (for this Policy these are Vasse Highway, Brockman Highway, and Nannup-Balingup Road) when they provide vistas for the surrounding landscape. The protection of these vistas is important from a tourism and amenity viewpoint.

The Council may consider the erection of suitable advertising signs near main roads and key tourist routes where the signs are:

- on freehold land; and
- located on land or buildings to which the business or profession relates; or
- for new business and limited to a temporary period (as outlined in section 7.2), or
- for community development or advertising road safety (as outlined in section 7.2).

The Council will require that signs are sited to minimise the impact upon surrounding vistas and to minimise impacts on the area's amenity.

If an advertising sign is deemed to be in conflict with its surrounding environment and will detrimentally reduce the amenity of the area, then the Council will not support the proposed sign.

9. Signs Within Places of Heritage Value

The Council will have regard to the placement of signage on or within places of heritage value and buildings set out in the Council's Heritage List, National Trust list, National Estate register or within a Heritage Area. Further, the Council will consider:

- the historic appropriateness of the materials;
- style design and lettering of the sign; and
- whether it is affixed in such a way that it causes no damage to the building and may be removed without leaving evidence of it having been affixed.

10. Temporary Signs for Events and Traffic Management

There is no requirement to submit a Planning Application for signs associated with traffic management for events. This is subject to signage and the event being undertaken in accordance with the *Traffic Management for Events Code of Practice* (or any updates).

There is no requirement to submit a Planning Application for signs to publicise a forthcoming event subject to the following:

- temporary signs are not to be placed on the road reserve, unless it is a directional sign;
- the temporary sign must be removed after the forthcoming event has passed and must not be displayed longer than 8 weeks;
- located to promote the safety of motorists, pedestrians and cyclists;
- if the Council considers the temporary signs are inappropriate or unsuitable they will be removed.

While noting the above, Main Roads Western Australia requires approval for any signage in, or in the vicinity of the road reserve of a declared highway or main road. A written application is required.

There is no requirement to submit a Planning Application for signs associated with traffic management for works on roads. This is subject to signage and works being undertaken in accordance with the *Traffic Management for Works on Roads Code of Practice* (or any updates).

11. Moveable Signs

Movable signs are not supported where, in the Council's opinion, the sign would obstruct pedestrian, cyclist or vehicle movements or sightlines or obstruct access or views from any other premises.

Moveable signs may be supported by the Council where relevant safety and other planning considerations are suitably met. This is subject to:

- any moveable sign should typically be located as close as possible to the premises to which it relates, unless the Council is satisfied that there are circumstances which make this difficult and that an alternative location has been identified, which is to the satisfaction of Council;
- the advertiser/operator is required to maintain an appropriate Public Liability Insurance covering the placement of the moveable sign on the footpath within the Nannup town centre that indemnifies Council to the satisfaction of Council;
- moveable signs shall only remain in public places while the shop or business is open for trading; and
- moveable signs within road reserves are to be removed at the close of trading each trading day.

12. Real Estate Signs

No Planning Application is required for advertising signs for property transactions including sale and leasing where the sign complies with Attachment 1 and where the property is not on the Council's Heritage List, on the National Trust list or on National Estate register. This is subject to the sign being:

- located to promote the safety of motorists, pedestrians and cyclists;
- located on freehold land which is subject to the property transaction; and

- removed within 4 weeks of the completion of the property transaction.

No real estate advertising signs will be permitted on road reserves or on Shire controlled land in the Nannup townsite and on land adjacent to sites zoned Residential, Special Use, Future Development and Special Rural outside the Nannup townsite. Real estate advertising signs are to be located on freehold land which is zoned Residential, Special Use, Future Development and Special Rural outside the Nannup townsite.

The Council will determine the merits of real estate signs in road reserves adjacent to agricultural zones where they cannot be located on freehold land and that are appropriately located to promote the safety of motorists. Real estate agents will be responsible for "Dial before you dig" and avoiding services/infrastructure, with any costs payable to rectify services met by the real estate agency.

The Shire may remove real estate signs located within road reserves or on Shire controlled land throughout the municipality without necessary approvals and/or for signs which may create safety concerns.

13. Subdivision/Development Marketing Signs

Subject to other requirements of this Policy being suitably met, including safety considerations, the Council will support one sign per street frontage up to 3m² on the development site. For large development or redevelopment projects, in the opinion of the Council, the Council may consider approving one sign per street frontage up to 10m² on the development site.

Any subdivision/development marketing sign will be approved for a temporary period as determined by the Council.

14. Directional Signs

The Council will assess, on its merits, the use of standard directional signs on roads to direct traffic to emergency services, community groups, businesses or other entities. Main Roads Western Australia has authority over directional signs (service and tourist signs) on the State road network. Where the local government is asked to consent, in approving directional signs, the Council will recommend that a limit of one fingerboard sign for the entity is provided at the junction of a highway or main road indicating the most direct route to the facility.

Generally, the Council will limit the number of directional signs at any intersection or other location to three (3). Priority for directional signs is given to emergency services, then community groups and last to businesses.

Generally, the Council will issue approval for directional signs for a maximum of 5 years. Following this, a separate application (and approval) is required or the sign may be removed. The Shire may remove the directional sign where the entity is no longer operating or if the entity has relocated their premises.

The advertiser is responsible for meeting the costs of directional signage, with costs set out in the Council's fees and charges.

The Council will generally support the use of composite/generic signs to remove the need for separate signs.

Where more than one direction sign is required for a particular street junction, then they may be required to be incorporated into a stack sign structure which will be funded by the various sign owners. Should there be a request for multiple signs, the Council may require the installation of a "generic" sign e.g. directing to the industrial estate.

Directional signs should not resemble an official traffic sign.

All lettering shall be white on a blue background for services or white on brown for tourist attractions.

Tourist signs may be installed for tourist establishments endorsed by the Department of Planning or Tourism WA (or the agency responsible for tourism planning).

15. Main Roads Western Australia

The erection of signs near a highway or main road under the control of Main Roads Western Australia (MRWA) requires the approval of both the Council and MRWA.

MRWA require approval for any signage in, or in the vicinity of the road reserve of a declared highway or main road. A written application is required.

The Council does not generally support signs within road reserves managed by MRWA for reasons including visual impact and detrimentally impacting the amenity of the area. The Council will consider, on its merits, signs within road reserves managed on MRWA as set out in this Policy. Additionally, the Council will consider, on its merits, signs on adjoining freehold land as set out in this Policy.

16. Existing Signs

There is no presumption that any existing sign has an approval from the Council. All signs will be treated according to this Policy unless the owner of the sign is able to demonstrate that Council has previously issued approval for that sign.

17. Derelict or Poorly Maintained Signs

Where, in the opinion of the Council, an approved sign has been permitted to deteriorate to a point where it conflicts with the objectives of LPS3 or it ceases to be effective for the purpose for which it was erected or displayed, the Council may by notice (consistent with clauses 5.8.17.7 and 5.8.14.8 of LPS3) in writing require the advertiser to:

- repair, repaint or otherwise restore the advertisement to a standard specified by Council in the notice; or
- remove the advertisement.

18. Non-Compliance

Should any sign (other than exempt signs which are consistent with this Policy) be erected without gaining Planning Approval, the Council may, without incurring any liability, remove and dispose of the sign. The sign being removed may incur a retrieval fee and will be retained for a period of 3 weeks where this occurs for the first "offence". Any sign not claimed within 3 weeks may be disposed of. For the second or multiple offences, any non-compliant sign may be disposed of immediately.

Should any sign that has gained Planning Approval not comply with the conditions of the Planning Approval, the Council may serve a notice on the advertiser (consistent with clauses 5.8.17.7 and 5.8.14.8 of LPS3).

Where an exempt sign seriously conflicts with the provisions of clause 5.8.14 of LPS3, the Council may serve a notice on the advertiser consistent with clauses 5.8.17.7 and 5.8.14.8 of LPS3.

In addition, the Council may require any sign to be removed if it is of the opinion that it is offensive or unsightly consistent with clauses 5.8.14.6 and 5.8.14.8 of LPS3.

ADMINISTRATION

1. Matters to be Addressed Prior to Formally Lodging the Application

Proponents are encouraged to discuss proposals that seek to vary Policy requirements with the Shire administration early on in the planning process and prior to the formal lodgement of any Planning Application.

2. Application Requirements

Planning Applications are to include the following:

- the requirements set out in clause 5.8.14.2 and Schedule 7 of LPS3 which includes a clear photograph/diagram of the sign (incorporating colours, dimensions, materials); and a clear site plan (including highlighting existing signs);
- filling in the Form of Application for Planning Approval and the Additional Information for Advertisement Form; and
- payment of the Shire Planning Application fee.

Preferably, the Planning Application is also accompanied by written correspondence which sets out reasons justifying the proposal.

Should a Planning Approval be issued, it may be necessary for the proponent to submit a Building Licence Application (which gains necessary approval) prior to erecting the sign.

3. Consultation with Landowners and Stakeholders

The Shire administration may seek comments on any Planning Application as considered appropriate.

Where a proposed sign is considered to have the potential to adversely impact on adjoining and/or nearby landowners, in the opinion of the Shire administration, the Shire will write to affected landowners/stakeholders regarding the application and invite them to submit comments to the Shire.

Where a Planning Application for a sign is made that does not comply with the requirements set out in this Policy, a copy of the application may be referred to adjoining/nearby landowners, relevant government agencies and stakeholders for comment.

Where a sign adjoins a road managed by MRWA, unless on a building and in conformity with this Policy, it will be referred to MRWA for comment.

4. Assessing the Planning Application

Planning Applications will be assessed on a case by case basis subject to this Policy, LPS3, information provided by the applicant and any submissions received.

In granting planning approval for the erection or display of an advertising sign, the approval may include conditions concerning matters such as the location, position, size, shape, colour, number of existing signs, degree of illumination and length of approval.

Should an application for a sign not comply with requirements of this Policy, the application may be referred to Council for consideration.

Where objections are received and the objections are not able to be adequately dealt with through conditions of approval, the application will be referred to Council for determination.

The Council may refuse a Planning Application where the application is inconsistent with this Policy and/or LPS3, or based on information set out in any submission received.

Related Policies:	
Related Procedures/Documents:	
Delegation Level:	CEO, Building Surveyor
Adopted:	OM 22 April 2010
Reviewed:	22 March 2012

– Exempted Advertisements

LAND USE AND/OR DEVELOPMENT	EXEMPTED SIGN	MAXIMUM SIZE
Dwellings	One professional name-plate as appropriate.	0.5m ²
Home Occupation	One advertisement describing the nature of the home occupation.	0.2m ²
Places of Worship, Meeting Halls and Places of Public Assembly.	One advertisement detailing the function and/or the activities of the Institution concerned.	2.0m ²
Cinemas, Theatres and Drive-in Theatres	Two signs (illuminated or non-illuminated) detailing the entertainment being presented from time to time at the venue upon which the signs are displayed.	Each advertisement sign not to exceed 5m ²
Shops, Showrooms and other uses appropriate to a Shopping Area	All advertisements affixed to the building below the top of the awning or, in the absence of an awning, below a line measured at 5 metres from the ground floor level of the building subject to compliance with the requirements of the Signs Hoarding and Bill Posting Bylaws.	N/A
Industrial and Warehouse Premises	A maximum of 4 advertisements applied to or affixed to the walls of the building but not including signs which project above the eaves or the ridge of the roof of the building, and excluding signs projecting from a building whether or not those signs are connected to a pole, wall or other building. A maximum of two free-standing advertisement signs not exceeding 5m in height above ground level.	Total area of any such advertisements, shall not exceed 15m ² . Maximum permissible total area shall not exceed 10m ² and individual advertisement signs shall not exceed 6m ² .
Showroom, race courses, major racing tracks, sports stadia, major sporting grounds and complexes.	All signs provided that. In each case, the advertisement is not visible from outside the complex or facility concerned either from other private land or from public places and streets.	N/A
Public Places and Reserves	a) Advertisement signs (illuminated and non-illuminated) relating to the functions of government a public authority or council of a local government excluding those of a promotional nature constructed or exhibited by, or on behalf of any such body, and b) Advertisement signs (illuminated and non-illuminated) required for the management or control of traffic on any public road, car park, cycleway, railway or waterway where such	N/A N/A

LAND USE AND/OR DEVELOPMENT	EXEMPTED SIGN	MAXIMUM SIZE
	advertisement has been constructed or exhibited by or at the direction of a Government department. Public authority or the council of a local government, and	
	c) Advertisement signs (illuminated and non-illuminated) required to be exhibited by or pursuant to any statute or regulation or the like made pursuant to powers contained within a Statute provided that any such advertisement is constructed and/or exhibited strictly in accordance with the requirements specified therein.	N/A
Railway Property and Reserves	Advertisement signs exhibited on such land provided that each such advertisement is directed only at persons at or upon a railway station.	No sign shall exceed 2m ² in area.
Advertisements within buildings	All advertisements placed or displayed within buildings which cannot ordinarily be seen by a person outside of those buildings.	N/A
All classes of buildings other than single family dwellings	One advertisement sign containing the name, number and address of the building, the purpose for which the building is used or the name and address of the managing agent thereof.	0.2m ²
Building Construction <u>Sites (advertisement signs displayed only for the duration of the construction as follows:</u>	One Advertisement per street frontage containing details of the project and the contractors undertaking the construction work.	
a) Dwellings.	One sign as for (1) above.	2m ²
b) Multiple Dwellings, Shops, Commercial and Industrial projects.	One sign as for (1) above	2m ²
c) Large Development or redevelopment projects involving shopping centres, office or other buildings exceeding 3 storeys in height.	One additional sign showing the name of the project builder.	5m ²

LAND USE AND/OR DEVELOPMENT	EXEMPTED SIGN	MAXIMUM SIZE
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d) Sales of Goods or livestock	One sign per lot displayed for a period not exceeding 3 months advertising the sale of goods or livestock upon any land or within any building upon which the sign is exhibited provided that the land is not formally used for that purpose.	2m ²
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Property Transactions.

Advertisement signs displayed for the duration of the period over which property transactions are offered and negotiated as follows:

a) Dwellings	One sign per street frontage for each property relating to the sale, leading or impending auction of the property at or upon which the sign is or the signs are displayed.	Each sign shall not exceed an area of 2m ²
b) Multiple Dwellings, Shops, commercial and industrial properties.	One sign as for (a) above.	Each sign shall not exceed an area of 5m ²
c) Large properties comprised of shopping centres, buildings in excess of four storeys and rural properties in excess of 5ha.	One sign as for (a) above.	Each sign shall not exceed an area of 10m ²

Display Homes

Advertisement signs displayed for the period over which homes are on display for public inspection.	i)	One sign for each dwelling on display.	2m ²
	ii)	In addition to (i) above one sign for each group of dwellings displayed by a single project builder giving details of the project building company and details of the range of dwellings on display.	5m ²

Includes the change of poster signs and applies to non-illuminated signs unless otherwise stated

Policy Number:	LPP 018
Policy Type:	Local Planning Policy
Policy Name:	Sign
Policy Owner:	Manager Development Services

Authority: Shire of Nannup Local Planning Scheme No3 c5.8.14.2 (a)

OBJECTIVE

To control the proliferation, quality, size, type and location of signage within the Shire of Nannup.

DEFINITIONS

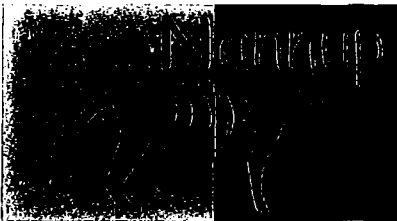
Nil.

POLICY

Council may, in accordance with the Shire of Nannup Local Planning Scheme No.3 provisions and the Shire of Nannup Advertising Signage Procedure LPP.018, approve advertising, directional or other signage on land within its district subject to the following conditions:

1. A development application for the erection of signage is required to be submitted for approval;
2. Full details, including the size, number of signs required, wording, colour/s, location and height above ground etc are to be provided as part of the application;
3. Development approval is in addition to any other licence/approval required by the Council and/or other State Government agency.

Related Policies:	
Related Procedures/Documents:	1) LPP.019 Advertising Signage Procedure LPP018 Attachment 1.docx
Delegation Level:	CEO, CEO to Manager Development Services, Building Surveyor
Adopted:	OM 22 April 2010.
Reviewed:	



Visitor Centre



4 Brockman Street, Nannup WA 6275

Phone: (08) 9756 1211

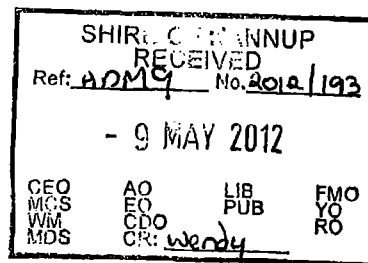
Fax: (08) 9756 0051

Email: info@nannupwa.com

Web: www.nannupwa.com

ABN 91 600 988 686

May 8, 2012



Mr Robert Jennings
Chief Executive Officer
Shire of Nannup
Adam Street
Nannup WA 6275

Your Ref: ADM9

Dear Mr Jennings:

In response to your invitation for comment on the draft Local Planning Policy No. 18 – Signs and Advertisements, on behalf of the Nannup Tourism Association and Visitor Centre I would offer the following suggestion:

In the development of a branding for the Shire of Nannup which will comprise a new logo and colour choice for the town and region, could the Council consider that any signage relating to tourism attractions, accommodation providers and local heritage sites which are valued as tourist attractions be of a similar style?

I believe that if themed signage was created to highlight these local attractions and businesses, they would be easily identified by our visitors and add to the visibility and promotion of our new branding within the Shire.

In regard to the size of these signs, I would not offer any suggestions but leave this to Council.

However in regard to the theme of tourism signage, perhaps the adoption of the colour scheme and logo – at the date of writing, yet to be decided – could be considered.

Thank you for the opportunity to comment on this draft proposal.

Yours sincerely,

Athie Chambers
Manager
Nannup Visitor Centre



Government of **Western Australia**
Department of **Regional Development and Lands**

State Land Services Division

DIREKTORAT NANNUP			
RECEIVED			
Ref: ADM9a	No. _____		
- 7 MAY 2012			
CEO MCS WM MDS	AO CEO CR: <i>wendy</i>	LIB PUB	FMO YO RO

3 May 2012

Your ref: ADM9
Our ref: 01436-2001 (Job No 120980)
Enquiries: Cherylynn Forrest Telephone No: (08) 9791 0837
Facsimile No: (08) 9791 0835
E-mail: cherylynn.forrest@rdl.wa.gov.au

Mr Robert Jennings
Chief Executive Officer
Shire of Nannup
Post Office Box 11
NANNUP WA 6275

Dear Mr Jennings

DRAFT LOCAL PLANNING POLICY NO 18 – SIGNS AND ADVERTISEMENTS

I refer to your letter of 16 April 2012 and thank you for referring the above draft policy to this office.

The Department of Regional Development and Lands has no comment to make on the draft Local Planning Policy No 18 – Signs and Advertisements.

Should you have any enquiries regarding this matter, please do not hesitate to contact Cherylynn Forrest on telephone number 9791 0837.

Yours faithfully

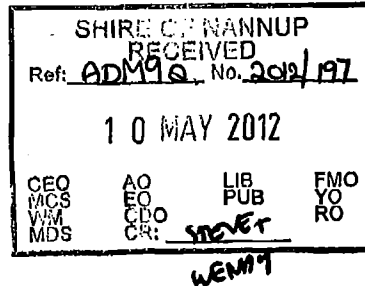
Cforrest

for Ron Pumphrey
Manager – South West
STATE LAND SERVICES DIVISION

A1947116

4 May 2012

Mr ROBERT JENNINGS
CHIEF EXECUTIVE OFFICER
Shire of NANNUP
15 Adam Street
NANNUP 6275



REF- Submission – Draft Local Planning Policy 18 – Signs and Advertising

Dear Mr Jennings

I have lived in Nannup for 6 years and have had a business interest by way of a Real Estate Office for 10 years
In that time I have observed Nannup being dragged somewhat reluctantly along with other Shires into what we have today –
An Over-Governed and Over Regulated Bureaucracy
A Signage Policy is yet again an example of bureaucracy gone mad

I suggest that this Policy and many others are not removed but streamlined and to a large extent to be made self administrated
You might ask how can this be done and I offer the following as a suggestion.

Take Signage for example.

A set of fixed criterion that if adhered to, an application becomes a formality

Standard Signage or advertising Billboard

- 1) A definition of a sign or advertising billboard is something that promotes a business, an event, a person, a place or a thing ETC ETC
- 2) A sign may not be placed upon a property or building or structure that points to a business or event that is not conducted on that property with the exception of Real Estate Signs where a pointer sign no larger than 600x450 can be used.
- 3) Sandwich boards promoting a business are to be no larger than 900x600 and cannot be placed further from the business than 50m
- 4) A sign cannot be larger than 3m x 2m
- 5) A sign must be structurally sound
- 6) A sign must not create a hazard of any kind
- 7) A sign must be well maintained
- 8) A sign must be in keeping with what is being advertised.
- 9) A sign cannot be offensive by being offensive or have connotations of a sexual or discriminatory nature.
- 10) A person erecting a sign must have an interest in the property on which the sign is to be erected by way of ownership, lease or legal interest.
- 11) A sign cannot have a value greater than \$500.00

ANY VARIATION TO THE ABOVE WOULD REQUIRE AN APPLICATION TO COUNCIL

Should a proposed sign fit these criterion then an applicant should be able to fill in a checklist, submit it to council by way of notification and go ahead and put up their sign.

A nominal lodgement fee could be charged to cover the cost of filing

The onus then falls onto the person erecting the sign and the Shire does not have to waste resources that could be utilised elsewhere.

Should the applicant get it wrong and there is a complaint and it is arbitrated by full council that the sign does not meet the criterion then the applicant shall cover the Shires reasonable costs

A similar streamlining of Policy could be applied to Building.

I am sure a suitably qualified person could come up with a set of criterion that would allow people to make improvements to there properties by way of

- 1) Non structural renovations
- 2) Build a dividing fence
- 3) Build a small shed or pagola with a limited floor area
- 4) Such structure (2) cannot be used as or form any part thereof as a Residence
- 5) Such structure (2) cannot be used for commercial retail purposes
- 6) Such structure (2) that is provided in a "kit form" from a recognised supplier and is of a limited floor area
- 7) Abide by standard pre set setbacks
- 8) Abide by standard pre set height restrictions
- 9) Use widely accepted building materials
- 10) Use widely accepted colours
- 11) Not have a use that could be deemed to be offensive, illegal or dangerous
- 12) In areas zoned residential have approval from no less than 3 adjoining or adjacent Land Owners. These to be noted with names and addresses and Signatures on the applicant notice to the Council

I hope this does not fall on deaf ears

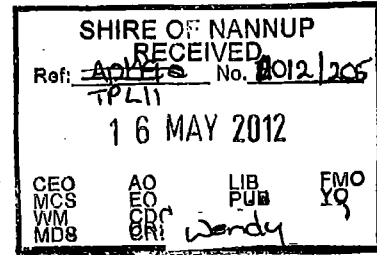
Regards



David Prater
0417 518 732

From: Robert Jennings
Sent: Tuesday, 15 May 2012 8:45 PM
To: Wendy Kennedy
Cc: Steve Thompson
Subject: FW: Advertising & Signage
Attachments: image004.jpg

Importance: High
Sensitivity: Confidential



Hello Wendy

- Gave copy to Louise Stokes for Marketing & Branding Working Group.

For inclusion in the signage policy. Can you please include it under the Marketing and Branding Working Group comments.

Regards Rob

From: Pick-a-WooWoo [mailto:info@pickawoowoo.com]
Sent: Wednesday, 9 May 2012 3:05 PM
To: Robert Jennings
Subject: Advertising & Signage
Importance: High
Sensitivity: Confidential

Hi Robert – had a quick look over the Signs and Advertisements LPP018 policy. Quick question... Will it take into account the new branding image or how can this be incorporated into signage requirements by shire (colour / logo usage etc)?

Also from draft guidelines, I wondered if wording should incorporate the following (and for further consideration throughout the document)

i.e below in yellow – should it reflect taking into account the historic, garden village theme and shire branding requirements (wording can be improved than my version).

Cheers Julie-Ann Harper
PS Good to be back to Nannup after visiting Asia for work and holidaying in Vietnam

Draft policy

Section 2. General

In assessing a Planning Application for a sign, the Council will have regard to matters including the following:

For signs proposed in or near the nannup townsite, taking account of the historic and garden village theme of nannup; and



From: ROBERTS Alan (CSM) [alan.roberts@mainroads.wa.gov.au]
Sent: Thursday, 14 June 2012 4:38 PM
To: Wendy Kennedy
Subject: Draft Local Planning Policy No. 18 - Signs and Advertisements

Hi Wendy,

The following comments are provided in relation to the above mentioned Draft Planning Policy:

LPP 18 - 14. Directional Signs:

Main Roads has authority over directional signs (service & tourist signs) on the state road network, and as such the provisions of S.14 could not be applied to signage on a main road or highway, unless it was consistent with the current Main Roads guidelines and Australian Standards - AS1742.6 applies in this case.

Any application received for this type of signage on the Main Roads network, including where these roads pass through townsites, should be forwarded to Main Roads for assessment against current standards.

Generally Main Roads would supply and install this signage (at the owners expense), however consideration will be given to allow LGA's to undertake this function in delegated town site areas (subject to approval from Main Roads in each instance as outlined above) if so desired.

Please contact me if you wish to discuss this matter further?

Regards

Alan Roberts
Customer Services Manager
South West Region

Phone: (08) 9724 5626
Mobile: 0438 949 280
Fax: (08) 9724 5656
E-mail: alan.roberts@mainroads.wa.gov.au
Web: www.mainroads.wa.gov.au



Department of Environment and Conservation

Your ref: ADM9
Our ref: 2006/003775
Enquiries: Tracy Teede
Phone: 9725 4300
Fax: 9725 4351
Email: swlanduseplanning@dec.wa.gov.au

SHIRE OF NANNUP RECEIVED
Ref: TPL 1 No. 2012/244
14 JUN 2012
AO EO LIB FMO
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OS ON: weady RO

Chief Executive Officer
Shire of Nannup
PO Box 11
NANNUP WA 6275

ATTENTION: Robert Jennings

DRAFT LOCAL PLANNING POLICY NO. 18 – SIGNS AND ADVERTISEMENTS

In response to your correspondence regarding the above application, the Department of Environment and Conservation (DEC) has assessed the proposal and has no objections to the application.

It is the expectation of DEC that the planning system will appropriately address any environmental planning issues associated with this proposal.

Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the DEC South West Region office if you have any queries regarding this advice.

[Handwritten signature]

For Regional Manager

12 June 2012

**Shire of Nannup
Ordinary Council Meeting Agenda: July 2012**

AGENDA NUMBER: 11.3
SUBJECT: Revised plan of subdivision/amalgamation Lots 119 & 120 Balingup Rd
LOCATION/ADDRESS: Lots 119 & 120 Balingup Road, Nannup
NAME OF APPLICANT: BSO Development Consultants for Brian Green
FILE REFERENCE: A1361 and 142067
AUTHOR: Steve Thompson, Consultant Planner
REPORTING OFFICER: Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST: Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.65 of the Local Government Act 1995)
DATE OF REPORT: 16 July 2012

Attachments: 1. Recent correspondence and revised plan from applicant
2. Location Plan
3. Report considered by Council on 24 June 2010
4. Original subdivision plan
5. Approval by WAPC

BACKGROUND:

BSO Development Consultants have submitted a revised subdivision/amalgamation plan for Lots 119 and 120 Balingup Road along with supporting information (Attachment 1). The site's location is outlined in Attachment 2.

The Council previously considered the subdivision/amalgamation application at its meeting on 24 June 2010 which is outlined in Attachment 3. The plan previously considered by Council and approved by the Western Australian Planning Commission (WAPC) is set out in Attachment 4, while the approval issued by the WAPC is outlined in Attachment 5.

Attachments 1 and 3 provide background information which are not elaborated on in this report.

In summary, the applicant advises that the revised plan removes the battleaxe access leg to Balingup Road that may have (i.e. in addition to the 7.8 metre access frontage to Dunnet Road) provided vehicle access to proposed Lot 52. The applicant states that it is not practical to construct the battleaxe access leg shown on the current approved plan, nor will it be safe to use the battleaxe access leg.

COMMENT:

The key issue with the revised plan is whether safe and suitable vehicular access is provided to proposed Lot 52 (southern lot). The applicant has put forward reasons in support of the revised plan which deletes vehicular access to Lot 52 via a battleaxe access leg to Balingup Road. Instead, the applicant proposes that access to Lot 52 only be via Dunnet Road.

It is noted that the previously proposed and approved access from Balingup Road is located on steep land and there are financial considerations in constructing (sealing and draining) the battleaxe access leg. While noting this, the revised plan's proposal to delete vehicular access from Balingup Road to proposed Lot 52 is not supported. Limiting practical vehicular access between Lot 52 and Dunnet Road in the proposed location will create safety issues for residents and road users. There are poor vehicular sight distances from where proposed Lot 52 accesses Dunnet Road due to the location of the crest. The Shire administration seeks to create lots that are suitable for the intended purpose including addressing safety of road users.

In the future, when the Folly development is implemented, traffic volumes will be considerably higher than currently exist on Dunnet Road, which will exacerbate safety issues for vehicles entering and exiting proposed Lot 52 along with other road users.

In comparison, there are appropriate vehicular sight distances from the previously proposed and approved battleaxe access leg in both directions on Balingup Road.

Subject to the Council's resolution and the WAPC decision, an alternative option that could be considered, is establishing an easement over Lot 51 in favour of Lot 52 on the alignment of the current driveway to the existing dwelling. This would result in practical and legal vehicular access to Lot 52 being via the easement and not the battleaxe access leg. If this option was progressed, the battleaxe access leg would not be required to be constructed and the Shire would not require the driveway to be sealed (other than the crossover). This is however likely to impact on the useability and marketability of Lot 51.

STATUTORY ENVIRONMENT:

Planning and Development Act and the Shire of Nannup Local Planning Scheme No. 3.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple majority

RECOMMENDATION:

That Council advise the Western Australian Planning Commission that it does not support the revised plan of subdivision/amalgamation for Lots 119 and 120 Balingup Road, Nannup (WAPC reference 142067) as there are poor vehicular sight distances from proposed Lot 52 to Dunnet Road. Creating a new lot which is limited to access as proposed onto Dunnet Road in this location is not in the interests of orderly and proper planning.

From: Aaron Bell [aaron@bsodc.com.au]
Sent: Thursday, 21 June 2012 11:43 AM
To: Scibilia, Frank
Subject: Amalgamation / Subdivision (Boundary Adjustment) - Lots 119 & 120 on Deposited Plan 82194, Balingup Road / Dunnet Road, Nannup 6275 (WAPC No. 142067)
Attachments: 2199 Plan of Amal-Sub.pdf; 2199 Site Photos 018.jpg; 2199 Site Photos 026.jpg; 2199 Site Photos 007.jpg; 2199 Site Photos 027.jpg; Lots 119 & 120 on Deposited Plan 82194, Balingup Road, Nannup WA 6275.bmp

Email Transmission



BSODC File No. 2199

Hello Frank

Please accept the revised plan of amalgamation / subdivision (boundary adjustment) attached pursuant to approval dated 16 July 2010 (WAPC No. 142067).

This submission is made on behalf of Brian Green, registered proprietor of the abovementioned lots.

The revised plan basically removes the battleaxe access leg that may have (i.e. in addition to the 7.89 m access frontage to Dunnet Road) provided vehicle access to Lot 52. It is simply not practical to construct the battleaxe access leg shown on the current approved plan, nor will it be safe to use such.

Balingup Road currently sits well below 64 m AHD at the point where the proposed crossover was to be built to service the access leg. At the point where the access leg was to end the land sits above 77.5 m AHD. Overall the grade through this section is much greater than 1 in 5 which is not practical to develop for access nor safe to use. A photo attached shows the hill that the battleaxe leg was supposed to be constructed up, as standing from Balingup Road. Because the battleaxe leg was to be only 5 m wide (i.e. so as to leave sufficient developable area for the front lot to construct a new house) it could not be meandered up the hill to flatten out the grade (i.e. unlike like the driveway to the existing house on Lot 119 or the outbuilding / shack on Lot 201 to the northeast / east). It has only ever been possible for a tractor to climb this section of the property for the purposes of ploughing annual firebreaks.

The safest and most practical option is to construct an upgraded crossover onto Dunnet Road (i.e. install pipe culvert with rock wall ends and bitumen seal over). Dunnet Road is a gazetted and constructed local road that is restricted to 50 km / hour and already services a number of residential and tourism properties (including Lot 118 to the northeast / east). Despite Dunnet Road being un-sealed for the most part (regularly maintained gravel formation), there are much safer grades at the interface of the road and the property crossover / driveway. Attached is a photo which shows the access point off Dunnet Road which immediately adjoins the bitumen crossover to Lot 14 to the south (*Holberry House* bed and breakfast / guesthouse). The next attached photo shows the property entry from the lowest point in front of Lot 14. In this photo you can see a vehicle over 100 m in the distance, making it clear that sight distances are not an issue. The same situation exists in the opposite direction, as shown in the subsequent photo. The upgraded access onto Dunnet Road will also be an important fire emergency escape route for both lots given the surrounding bush and steep topography.

To enable powercabling to be relayed to the rear lot, the revised plan shows a 1 m wide service leg running

to the position of the new power dome on Balingup Road, so as to satisfy condition 1 of the approval. Such is exacting to the arrangement applied to adjoining Lot 118 to the northeast / east (refer to Landgate Map Viewer snapshot attached), which has a 1 m wide service leg for power running alongside Lot 200 and out to Western Power infrastructure on Balingup Road. While it would have been cleaner and our preference to use a section 136C of *Transfer of Land Act 1893* easement (burdening Lot 51 to the benefit Lot 52), further research has indicated that Western Power rules do not allow the use of such easements on freehold subdivisions, only survey-strata or strata subdivisions.

We trust that the revised plan satisfies all WAPC policy and ask that it is approved under the aforementioned approval.

In processing this request, please do not hesitate to refer this email and attachments to agencies as required.

Regards

Aaron Bell

BA. URP(Hons), M.P.I.A., C.P.P.

Planner & Project Coordinator

Manager of Planning

BSO Development Consultants

• Project Managers • Licensed Surveyors • Town Planners • Residential/Commercial Projects • Member: S.S.I. and A.S.I.B.A.

8 Fairbairn Road, Busselton

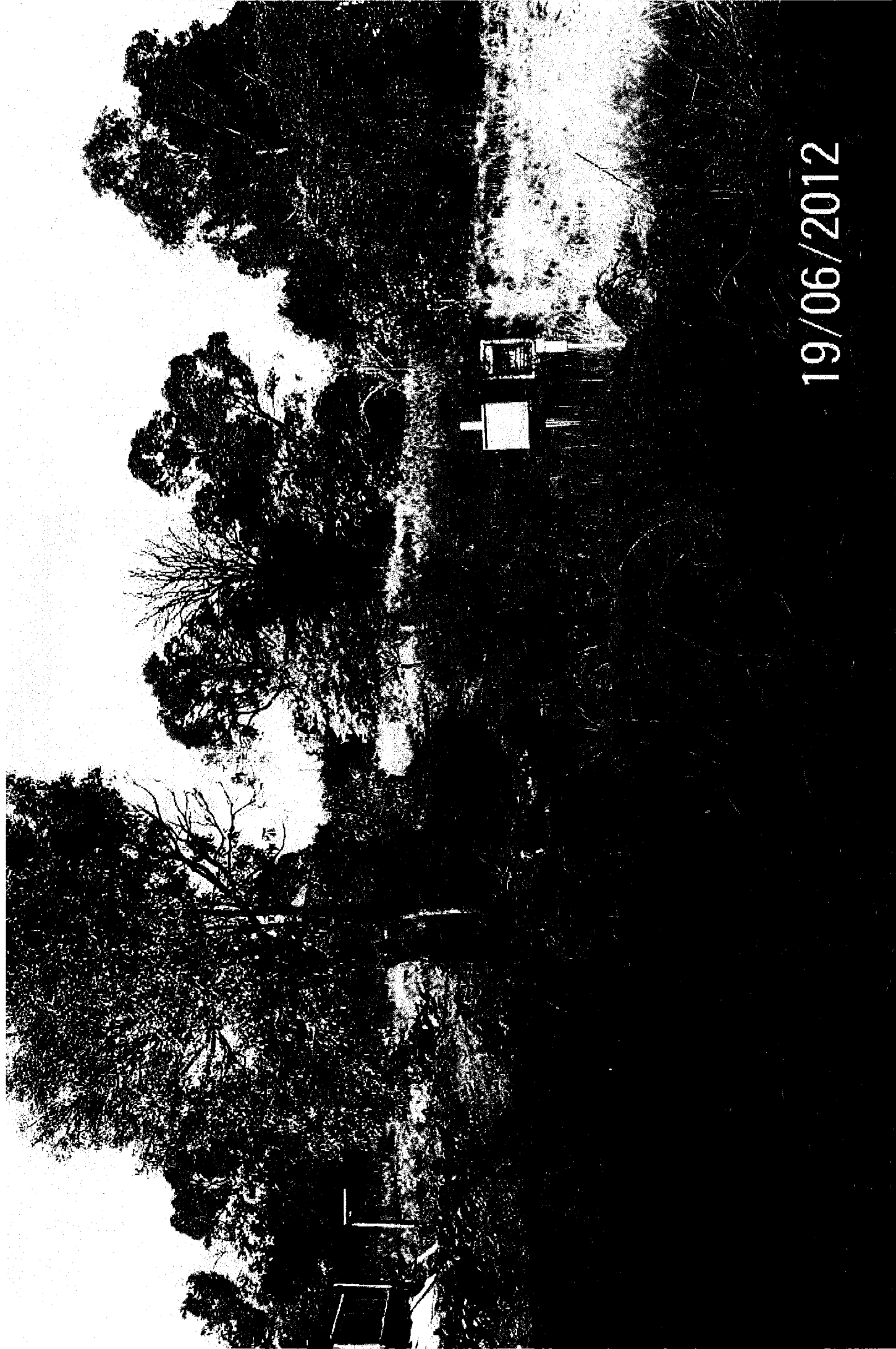
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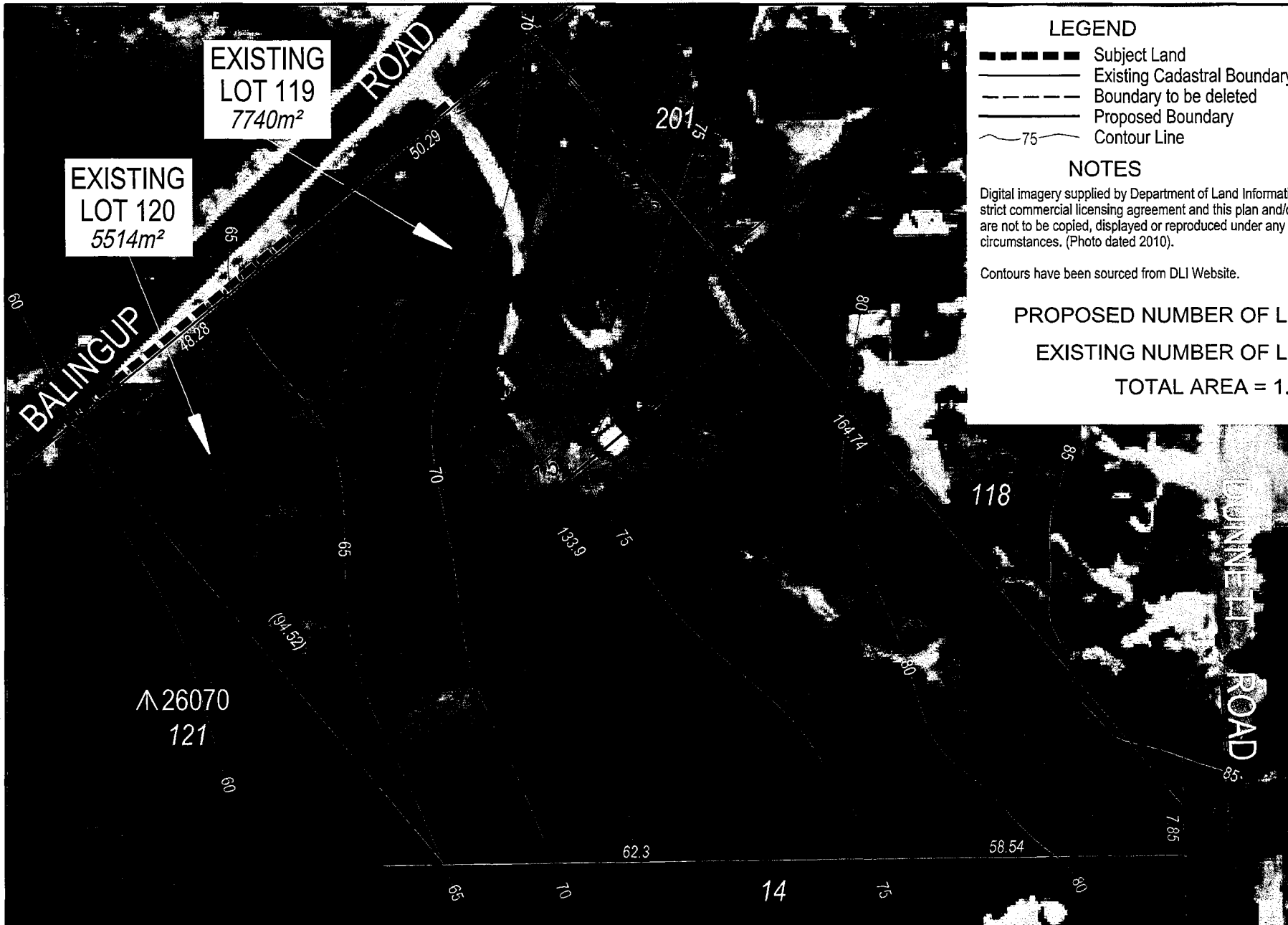


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19/06/2012





LEGEND

- ▬▬▬▬▬ Subject Land
- ▬▬▬▬▬ Existing Cadastral Boundary
- ▬▬▬▬▬ Boundary to be deleted
- ▬▬▬▬▬ Proposed Boundary
- ~75~ Contour Line



Areas and dimensions are subject to survey.

NOTES

Digital imagery supplied by Department of Land Information under strict commercial licensing agreement and this plan and/or image are not to be copied, displayed or reproduced under any circumstances. (Photo dated 2010).

Contours have been sourced from DLI Website.

PROPOSED NUMBER OF LOTS = 2

EXISTING NUMBER OF LOTS = 2

TOTAL AREA = 1.3254 ha

**PROPOSED CROSSOVER
(BITUMEN SEAL OVER PIPE CULVERT)**

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No.	Revision	App.	Date



**PLAN OF AMALGAMATION / SUBDIVISION
LOTS 119 & 120 BALINGUP ROAD
NANNUP**

DP 82194

SHIRE OF NANNUP

CLIENT		B & E GREEN		DATE		21-June-2012	
DWN	HJ BURTON	SCALE	A3	DGN	2199.dgn	MODEL/ PLOT	REV
DATUM	AHD	FILE	2199	2199App			0

AGENDA NUMBER: 10.2
SUBJECT: Subdivision WAPC 142067
LOCATION/ADDRESS: Lot 119 & 120 Balingup Road
NAME OF APPLICANT: Brian Green
FILE REFERENCE: A367
AUTHOR: Ewen Ross – Manager Development Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 08 June 2010

- Attachment: 1. Location Map
2. Proposed subdivision plan
3. Response to WAPC

BACKGROUND:

The Western Australian Planning Commission ('WAPC') has referred an application for subdivision for two (2) - comprising of 5514m² and 7740m² for residential purposes. The Subject Land is in residential zone and reflects a change of boundaries; no additional lots are being created. Currently Lots 119 and 120 Balingup Road are orientated off Balingup Road northwest-southeast. The proposal is to reorientate the lots along Balingup Road (front lot) whilst maintaining a 5 metre access way to the battleaxe lot.

The proposal is intended to make better use of the lots, as the western portion of both lots is steep and within the 1:100 year flood plain. It is expected that two dwelling sites would be established in the 70-75M contours.

There is no indication that access to the rear lot will be from Dunnet Road. Therefore the proposal has been considered as a front lot and rear battleaxe lot with access both from Balingup Road.

COMMENT:

Lots 119 and 120 Balingup Road is zoned "Residential" with a R10/R15 density coding under the Shire of Nannup Local Planning Scheme No3 (LPS No3). The applicant proposes to develop the site in accordance with the R-10 density coding as there is no sewerage connections indicated. The lot size criteria for a density code of R-10 are a minimum of 875m² or an average of 1000m² per lot. (Given that the applicant is not seeking the R15 density as per the LPS No3, the provision of deep sewer is technically not required under the scheme.) Therefore the lots size exceeds the minimum size required by the R-Codes and the Draft Country Sewerage Policy for On-site Wastewater Disposal Site (greater than 2000m²).

Existing Dwelling

Currently on the proposed front lot there is a dwelling and shed. The dwelling is in disrepair and the Council should serve a notice under the Health Act 1922 s135 "Dwellings unfit for habitation", alternatively the Council may wish to act under the Local

Government (Miscellaneous Provisions) Act, s404 "Notice to owner etc. in case of danger".

This action should be carried out irrespective of the subdivision approval as the building is considered as dangerous, dilapidated and inhabitable. Agreement with the owner to demolish may avoid the matter being resorted to a legislative approach. This has been discussed with the owner and a letter confirming the action will be forwarded.

Flood Prone Land

Both lots lie within the flood prone area which LPS No3 has special controls for development within flood risk land. In the event that development is proposed, the controls that apply include the following:

Setting appropriate floor levels for habitable buildings above the known flood level with survey confirmation.

Ensuring that appropriate effluent disposal systems are installed.

Engineering certification of the building to withstand flood forces.

Consultation with the Department of Water with respect to assessing the impact of development in the flood risk area.

Further, in the case that subdivision is proposed the LPSNo3 states the following:

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.

If Council supports the application it will need to condition the referral with the appropriate memorial or notification to ensure that potential purchasers are aware of the potential of flood on the land.

Crossovers

Currently there is a culvert and access to the proposed front lot. Council should consider a condition to be imposed on the developer to construct a crossover to all new lots to the satisfaction of the local government. The formation of a new access to the battleaxe lot is relatively steep slope and it should be constructed to the satisfaction of the local government.

Footpaths

No footpaths are currently provided within Balingup Road. The requirement that the developer contribute to the cost of construction of a footpath on Balingup Road may be considered by Council. In this case as no additional lots are being formed this requirement may not be invoked.

Public Open Space

As the proposal seeks to not create any additional lots and are less than 5 lots the subdivision is not required to provide for public open space (WAC 2.3).

Access

Access is considered from Balingup Road for both lots which is the current situation. Should the developer wish to have access from Dunnet Road then the lot would not be within the minimum road frontage of 20 metres. Additionally, as an additional lot with access off Dunnet Road, contribution to the upgrading of this road would be required.

Services

Scheme water, electricity and telephone will be required to be provided to both lots and the servicing requirements will be assessed by other government agencies during the referral process. The Shire understands that no sewer is available to the land at this point. Options available are provision of a private pump station and private pressure main or onsite disposal. The Draft Country Sewerage Policy for on-site wastewater disposal site requires lots greater than 2000m². In this case the lots are adequate however the steepness of the western boundary and the wetlands along the "dry creek" my limit available land.

Stormwater

With the infill within Nannup and the fact that the rear lot will need to discharge stormwater either directly to the Reserve 26070 or to Balingup Road, the provision of condition that the developer provides retention of stormwater on site and discharged to an approved outlet to the satisfaction of the local government stormwater should be required.

Land Contour

The land contours steeply from Balingup Road and the "Dry Creek" to the possible building sites. At the time of construction of buildings the developer will need to provide for access to the rear lot together with ensuring the building sites are graded and stabilised to the Shires satisfaction.

Conclusion

The application to subdivide lots 119 & 120 Balingup Road to provide for building areas outside the 1:100 year flood plain and avoid the steep terrain on the western boundary is supported. No new lots are being established and it will long term enable development of the lots. Council needs to ensure that the current building is demolished, the lots identify that they are in the 1:100 flood plain, crossovers are provided, new access to be constructed, on site waste disposal is provided for and that there is stormwater discharged to an approved outlet from the rear lot.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, Local Planning Scheme No3, Townsite Strategy

POLICY IMPLICATIONS:

Within LPS No3 and Townsite Strategy.

FINANCIAL IMPLICATIONS:

STRATEGIC IMPLICATIONS:

Consideration of the economic, environmental and social impact and the proposal will enhance development on these lots.

RECOMMENDATION:

That Council in relation to the subdivision referral of Subdivision Application WAPC No.142067 resolve to advise the WAPC that:

1. Council is satisfied that a 'Development Guide Plan' pursuant to Schedule 14 of the Shire of Nannup Local Planning Scheme No. 3 ('Scheme') is not required in this instance.
2. No objection is offered in relation to the WAPC approving the subdivision, subject to the inclusion of the following conditions.
 - a. Construction on the lots shall not commence until the Shire of Nannup has approved detail engineering plans and specifications of the works, including earthworks, access ways and paths, drainage, clearing, stabilisation and landscaping/rehabilitation measures.
 - b. The dwelling on lot 119 is repaired to the satisfaction of the Shire of Nannup or be demolished.
 - c. The developer to construct crossovers with detail engineering drawings being submitted to the satisfaction of the Shire of Nannup, prior to commencement of any works.
 - d. The battleaxe access leg being constructed and drained to the specifications and satisfaction of the Shire of Nannup.
 - e. Both accesses having the standard truncation of 8.5 metres to allow for exit from Balingup Road to the satisfaction of the Shire of Nannup.
 - f. The rear lot being having stormwater retention on site and discharged to an approved outlet to the satisfaction of the Shire of Nannup.

- g. A Section 70 A Notification being placed on all the proposed titles stating the following:
- i. "This property is within the 1:100 flood risk area as identified in the Blackwood River Flood Study and that Council's Local Planning Scheme has land use controls that ensures that development is undertaken in a way that mitigates against flood.
 - ii. The Shire of Nannup does not take any responsibility from any property damage or harm resulting from flood."

8406 BOULTER/PINKERTON

That Council in relation to the subdivision referral of Subdivision Application WAPC No.142067 resolve to advise the WAPC that:

1. Council is satisfied that a 'Development Guide Plan' pursuant to Schedule 14 of the Shire of Nannup Local Planning Scheme No. 3 ('Scheme') is not required in this instance.
2. No objection is offered in relation to the WAPC approving the subdivision, subject to the inclusion of the following conditions.
 - a. Construction on the lots shall not commence until the Shire of Nannup has approved detail engineering plans and specifications of the works, including earthworks, access ways and paths, drainage, clearing, stabilisation and landscaping/rehabilitation measures.
 - b. The dwelling on lot 119 is repaired to the satisfaction of the Shire of Nannup or be demolished.
 - c. The developer to construct crossovers with detail engineering drawings being submitted to the satisfaction of the Shire of Nannup, prior to commencement of any works.
 - d. The battleaxe access leg being constructed and drained to the specifications and satisfaction of the Shire of Nannup.
 - e. Both accesses having the standard truncation of 8.5 metres to allow for exit from Balingup Road to the satisfaction of the Shire of Nannup.
 - f. The rear lot being having stormwater retention on site and discharged to an approved outlet to the satisfaction of the Shire of Nannup.
 - g. A Section 70 A Notification being placed on all the proposed titles stating the following:
 - i. "This property is within the 1:100 flood risk area as identified in the Blackwood River Flood Study and that Council's Local Planning

Scheme has land use controls that ensures that development is undertaken in a way that mitigates against flood.

- ii. The Shire of Nannup does not take any responsibility from any property damage or harm resulting from flood."

CARRIED 8/0

3

ATTACHMENT

SCHEDULE

ATTACHMENT 3

COUNTRY AREAS ONLY

Please supply relevant information by ticking any appropriate box.
More than one tick per category may be needed.

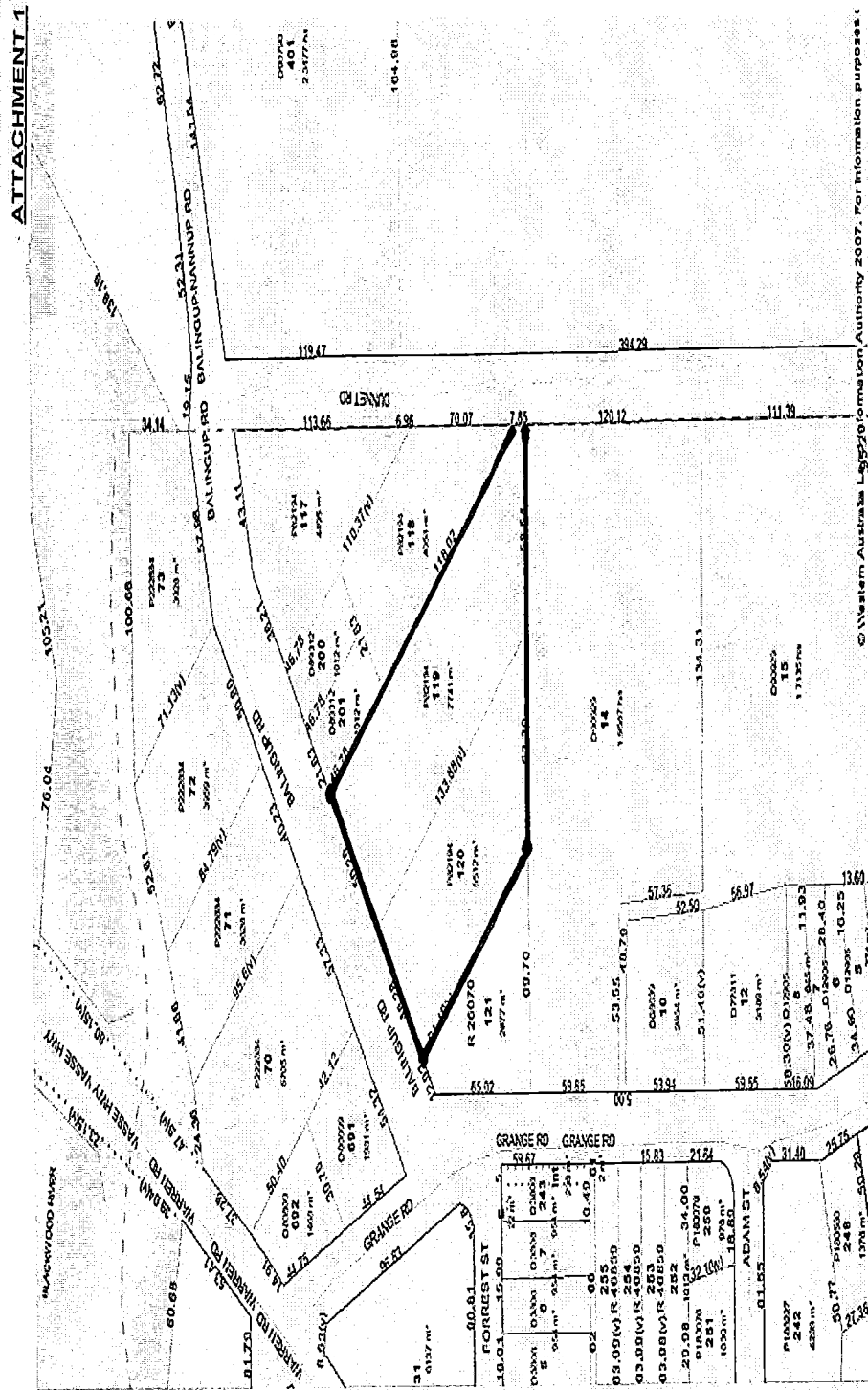
TOPOGRAPHY:	Steep slopes <input checked="" type="checkbox"/>	Undulating	<input type="checkbox"/>
	Flat <input type="checkbox"/>	Low Lying	<input type="checkbox"/>
DRAINAGE: (1)	Well drained <input type="checkbox"/>	Swampy	<input type="checkbox"/>
	Sandy <input type="checkbox"/>	Rocky	<input type="checkbox"/>
	Clay <input checked="" type="checkbox"/>	Loam	<input type="checkbox"/>
VEGETATION:	Heavy Timber <input type="checkbox"/>	Natural Bush	<input type="checkbox"/>
	Light Timber <input type="checkbox"/>	Semi Cleared	<input type="checkbox"/>
	Scrub <input type="checkbox"/>	Cleared	<input checked="" type="checkbox"/>
	Grass <input type="checkbox"/>	Bare Earth	<input type="checkbox"/>
LAND USE:	Grazing <input type="checkbox"/>	Farming	<input type="checkbox"/>
Other please specify <u>RESIDENTIAL</u>			
EXISTING SITE ACCESS:	Constructed Road <input checked="" type="checkbox"/>	Non constructed Road	<input type="checkbox"/>
	Sealed <input checked="" type="checkbox"/>	No Road Access	<input type="checkbox"/>
	Unsealed (Gravel etc)		
COUNCIL SERVICES AVAILABLE:	Garbage Collection <input checked="" type="checkbox"/>	School Bus	<input type="checkbox"/>
	Main Drainage <input type="checkbox"/>	Other	<u>ON SITE DISPOSAL</u>

ANY OTHER COMMENTS:

(1) DRAINAGE - WITHIN 1:100 RAIN FALL DUE TO SLOPE AT LAND GOOD DRAINAGE, WESTERN CORNER ADJACENT TO DRAINAGE RESERVE AND CREEK / LOT AREA.

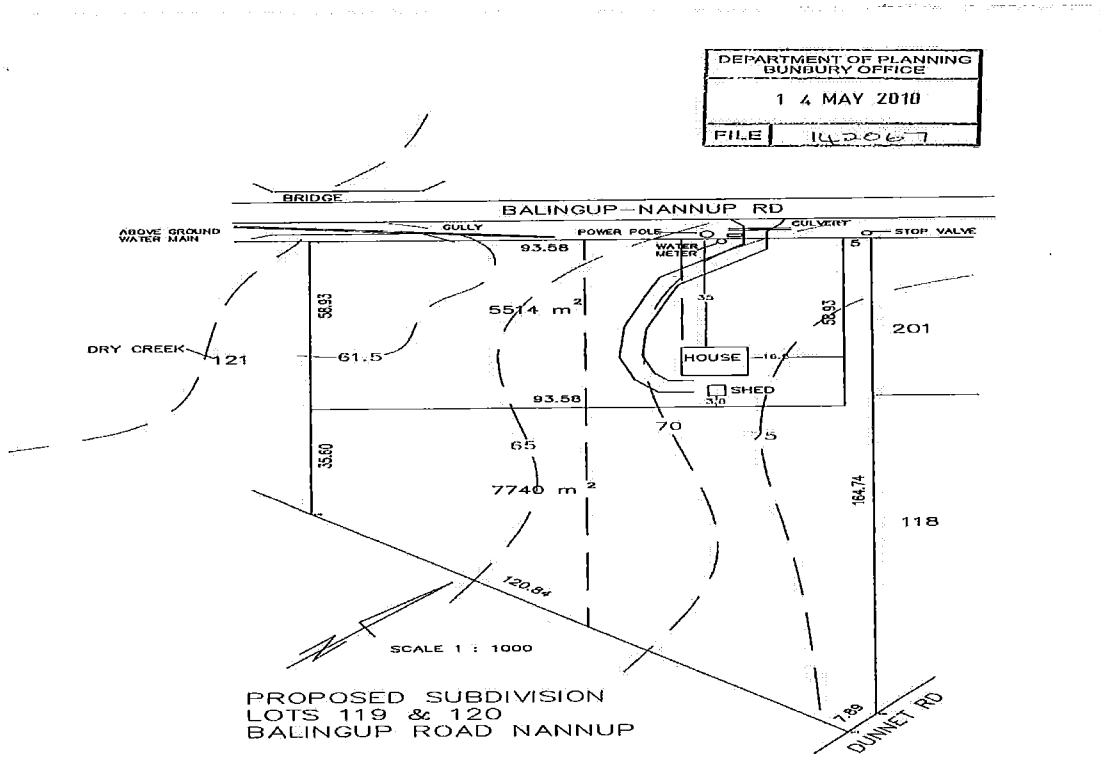
Signed [Signature] Date 3 JUNE 2010.
Town/Shire Clerk R 8406

ATTACH



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ATTACHMENT 1



ATTACHMENT



Your Ref : ~~A1361~~ 367
 Enquiries : Frank Scibilia

SHIRE OF NANNUP
 RECEIVED
 Ref: ~~A1361~~ A367 No. 656
 20 JUL 2010
 CEO MCS WAM MB
 AO GEO CR1
 LIB PUB
 FMO YO RO

Chief Executive Officer
 Shire of Nannup
 P O Box 11
 NANNUP WA 6275

Approval Subject To Condition(s) Freehold (Green Title) Subdivision

Application No : 142067

Planning and Development Act 2005

Applicant	: Nannup Surveys 13 Cockatoo Drive NANNUP WA 6275
Owner	: Frederick William Darrington Green (Deceased) P O Box 5218 WEST BUSSELTON WA 6280
Application Receipt	: 14 May 2010

Lot number	: 119,120
Location	:
Diagram/Plan	: P082194/119,P082194/120
C/T Volume/Folio	: 728/48, 1084/32
Street Address	: Lot 119 Balingup Road, Nannup
Local Government	: Shire of Nannup

The Western Australian Planning Commission has considered the application referred to and is prepared to endorse a deposited plan in accordance with the plan date-stamped 14 May 2010 once the condition(s) set out have been fulfilled.

This decision is valid for three years from the date of this advice, which includes the lodgement of the deposited plan within this period.

The deposited plan for this approval and all required written advice confirming that the requirement(s) outlined in the condition(s) have been fulfilled must be submitted by 16 July 2013 or this approval no longer will remain valid.

Reconsideration - 28 days

Under section 151(1) of the *Planning and Development Act 2005*, the applicant/owner may, within 28 days from the date of this decision, make a written request to the WAPC to reconsider any condition(s) imposed in its decision. One of the matters to which the WAPC will have regard in reconsideration of its decision is whether there is compelling evidence by way of additional information or justification from the applicant/owner to warrant a reconsideration of the decision. A request for reconsideration is to be submitted to the WAPC on a Form 3A with appropriate fees. An application for reconsideration may be submitted to the WAPC prior to submission of an application for review. Form 3A and a schedule of fees are available on the WAPC website: <http://www.wapc.wa.gov.au>

Right to apply for a review - 28 days

Should the applicant/owner be aggrieved by this decision, there is a right to apply for a review under Part 14 of the *Planning and Development Act 2005*. The application for review must be submitted in accordance with part 2 of the *State Administrative Tribunal Rules 2004* and should be lodged within 28 days of the date of this decision to: the State Administrative Tribunal, 12 St Georges Terrace, Perth, WA 6000. It is recommended that you contact the tribunal for further details: telephone 9219 3111 or go to its website: <http://www.sat.justice.wa.gov.au>

Deposited plan

The deposited plan is to be submitted to the Western Australian Land Information Authority (Landgate) for certification. Once certified, Landgate will forward it to the WAPC. In addition, the applicant/owner is responsible for submission of a Form 1C with appropriate fees to the WAPC requesting endorsement of the deposited plan. A copy of the deposited plan with confirmation of submission to Landgate is to be submitted with all required written advice confirming compliance with any condition(s) from the nominated agency/authority or Local Government. Form 1C and a schedule of fees are available on the WAPC website: <http://www.wapc.wa.gov.au>

Condition(s)

The WAPC is prepared to endorse a deposited plan in accordance with the plan submitted once the condition(s) set out have been fulfilled.

The condition(s) of this approval are to be fulfilled to the satisfaction of the WAPC.

The condition(s) must be fulfilled before submission of a copy of the deposited plan for endorsement.

The agency/authority or Local Government noted in brackets at the end of the condition(s) identify the body responsible for providing written advice confirming that the WAPC's requirement(s) outlined in the condition(s) have been fulfilled. The written advice of the agency/authority or Local Government is to be obtained by the applicant/owner. When the written advice of each identified agency/authority or Local Government has been obtained, it should be submitted to the WAPC with a Form 1C and appropriate fees and a copy of the deposited plan.



If there is no agency/authority or Local Government noted in brackets at the end of the condition(s), a written request for confirmation that the requirement(s) outlined in the condition(s) have been fulfilled should be submitted to the WAPC, prior to lodgement of the deposited plan for endorsement.

Prior to the commencement of any site works or the implementation of any condition(s) in any other way, the applicant/owner is to liaise with the nominated agency/authority or Local Government on the requirement(s) it considers necessary to fulfil the condition(s).

The applicant/owner is to make reasonable enquiry to the nominated agency/authority or Local Government to obtain confirmation that the requirement(s) of the condition(s) have been fulfilled. This may include the provision of supplementary information. In the event that the nominated agency/authority or Local Government will not provide its written confirmation following reasonable enquiry, the applicant/owner then may approach the WAPC for confirmation that the condition(s) have been fulfilled.

In approaching the WAPC, the applicant/owner is to provide all necessary information, including proof of reasonable enquiry to the nominated agency/authority or Local Government.

The condition(s) of this approval, with accompanying advice, are:

CONDITION(S):

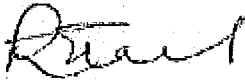
1. Arrangements being made to the satisfaction of the Western Australian Planning Commission and to the specification of Western Power for the provision of an underground electricity supply service to the lot(s) shown on the approved plan of subdivision. (Western Power)
2. The land is to be provided with an adequate outlet drainage system at the applicant/owner's cost. (Local Government)
3. The battleaxe accessway(s) being constructed and drained at the applicant/owner's cost to the specifications of the Local Government. (Local Government)
4. Street corners within the subdivision are to be truncated to the standard truncation of 8.5 metres. (Local Government)
5. Suitable arrangements being made with the Local Government for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision. (Local Government)
6. Notification in the form of a section 70A notification, pursuant to the Transfer of Lands Act 1893 (as amended) is to be placed on the Certificates of Title of the proposed lot(s) advising that:

- * This property is within the 1:100 flood risk area as identified in the Blackwood River Flood Study and that Council's Local Planning Scheme has land use controls that ensures that development is undertaken in a way that mitigates against flood.

- * The Shire of Nannup does not take any responsibility from any property damage or harm resulting from flood. (Local Government)

ADVICE:

- i) Western Power provides only one point of electricity supply per freehold (green title) lot and requires that any existing overhead consumer service is required to be converted to underground from the lot boundary.
- ii) If an existing aerial electricity cable servicing the land the subject of this approval crosses over a proposed lot boundary as denoted on the approved plan of subdivision satisfactory arrangements will need to be made for the removal and relocation of that cable.



Tony Evans
Secretary
Western Australian Planning Commission
16 July 2010

FINANCE & **ADMINISTRATION**

AGENDA NUMBER: 11.4
SUBJECT: Proposed 2012/13 Fees and Charges
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: Shire of Nannup
FILE REFERENCE: FNC10
AUTHOR: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 12 July 2012

Attachment: Proposed Schedule of Fees and Charges for 2012/13

BACKGROUND:

Officers have reviewed Council's fees and charges for the services it offers for the 2012/13 financial year. The attached list details these fees and charges showing the current and proposed fees and charges.

COMMENT:

A general fee uplift of 2.7% in line with CPI was applied to fees and charges for 2011/12. This approach is considered to be inappropriate for 2012/13 and all fees and charges have been reviewed in the light of what the market will bear, fees charged in neighbouring shires and statutory requirements; a base uplift of 5% has been applied, which mirrors the assumptions made in the approved budget. Fees have then been rounded to a manageable figure for practical application. In future years fees and charges will continue to be maximised to reduce the burden on ratepayers.

In a departure from previous practice fees are shown inclusive of any GST so that Council can see the full fee charged for the service. The schedule has been annotated to indicate whether the fee includes GST. The GST element of the fee is not retained by the Council.

Some of the fees and charges are set through regulations (for example, some Planning and Health fees). The schedule has been annotated to indicate whether or not the fee is set by statutory regulations.

The schedule attached does not contain the fee schedules to be applied to refuse collection and disposal or tip charges as this is the subject of a separate report.

Health fees have been reviewed by the health consultant and brought into line with similar charges in neighbouring shires. Some customers have found the fee structure confusing (for example, it is a common misconception that registration is an annual event rather than a one off requirement) and the opportunity has been taken to clarify the fee structure. Under recent food legislation the council is able to set and charge inspection fees and the schedule now includes fees for this activity.

The Health (Public Buildings) Regulations 1992 allow a fee of up to \$832 to be charged for processing approvals. Under the current fee structure each request needs to be costed and an individual fee applied. For ease of administration this has been broken down into a two tier fee structure based on capacity.

In April the new Building Regulations 2012 came into operation. A new fee structure is prescribed in Schedule 2 for a range of matters. Where new replaces old, fees are only moderately increased (e.g. the minimum Building Permit fee is raised from \$85.00 to \$90.00). Rates for Certified applications (0.19%) and Uncertified applications (0.32%), reflect the difference in workload to be undertaken by the Permit Authority.

Statutory planning fees are shown at the 2011 levels; the Local Government Planning Charges outlined within Planning Bulletin 93/2011 will continue to apply until the full review of the fees requested by the Parliamentary Joint Standing Committee on Delegated Legislation is completed. It is anticipated that the review will be completed in time to revise the fees charged for the 2013/14 financial year. Should the Town Planning (Local Government Planning Fees) Regulations be updated any changes to the fees will be incorporated into Council's Fees and Charges if received prior to the adoption of the budget, currently scheduled for the Ordinary August meeting of Council.

Other planning fees have been reviewed by the Consultant Planner. A new scheme of charges for planning scheme amendments has been developed based on that used by other shires. A fee for aquaculture development applications has also been introduced. Some amendments are suggested to simplify administration and make the charging scheme clearer:

- A new category of Ancillary accommodation/granny flat/caretaker's dwelling has been introduced to the scheme of charges for development applications under Part 1. The charge is consistent with other charges in this section.
- A new change of use category for farm stay/holiday cottage has been introduced to mirror the charge for bed and breakfast accommodation.
- A new change of use category for al fresco dining has been introduced. Again, this is set at the same level as bed and breakfast accommodation.

Bonds held when a facility is hired were last increased in 2011/2012. Bonds for 2012/13 have not been increased except for the hire of the Council Offices and for non-recreation use of the Recreation Centre. The bond for the Council Offices has been increased to \$200 to bring it into line with other bonds and the Recreation Centre bond has been increased from \$900 to \$1,000.

Shire of Nannup
Ordinary Council Meeting Agenda: July 2012

Cemetery fees have been reviewed in the light of the cost of the work and charges applied in neighbouring shires. Interment fees outside of normal working hours have been increased to reflect the cost of the work and the undertakers annual licence fee has been increased to be more in line with neighbouring shires. There is confusion as to whether a fee should be charged (and the appropriate level) for exclusive right of burial of ashes. A new charge, consistent with that applied in neighbouring shires, has been introduced so that the position is clearer.

Whilst the fees and charges applied in respect of firebreaks reflect the current fee structure they will be reviewed in 2012/13 by the Bush Fire Advisory Committee.

The recommendation is to endorse the proposed fees and charges as they will be formally adopted when Council adopts the budget in total, currently scheduled for the Ordinary Meeting of Council on 23 August 2012.

STATUTORY ENVIRONMENT:

Local Government Act 1995 Sections 6.16 and 6.17.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Council's 2012/13 budget.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That Council endorse the proposed Fees and Charges for 2012/13 as listed for inclusion in the 2012/13 budget.

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
HISTORY BOOKS					
HISTORY OF NANNUP (EXTRACTS OF MINUTES ETC.)	EACH	N	N	\$7.00	\$7.00
WAR CLOUDS OVER NANNUP (MR. A HARTLEY)	EACH	N	N	\$7.00	\$7.00
PROPERTIES REPORT (UN BOUND)					
LIST OF ALL OWNERS, ADDRESS, PROPERTY DESCRIPTIONS ETC.	EACH	N	Y	\$102.70	\$110.00
LIST OF ALL OWNERS, ADDRESS, PROPERTY DESCRIPTIONS ETC. ELECTRONIC (EMAIL)	EACH	N	Y	\$20.50	\$22.00
COUNCIL MINUTES AND AGENDAS					
COPY OF ORDINARY MINUTES - HARD COPY	PER YEAR	N	Y	\$195.10	\$205.00
	PER MEETING	N	Y	\$20.50	\$21.50
COPY OF ORDINARY AGENDAS - HARD COPY	PER YEAR	N	Y	\$195.10	\$205.00
	PER MEETING	N	Y	\$20.50	\$21.50
COPY OF INFORMATION REPORT - HARD COPY	PER YEAR	N	Y	\$195.10	\$205.00
	PER MEETING	N	Y	\$20.50	\$21.50
COPY OF ORDINARY AGENDA - ELECTRONIC (EMAIL)	PER YEAR	N	Y	\$24.60	\$26.00
COPY OF ORDINARY MINUTES - ELECTRONIC (EMAIL)	PER YEAR	N	Y	\$24.60	\$26.00
COPY OF INFORMATION REPORT - ELECTRONIC (EMAIL)	PER YEAR	N	Y	\$24.60	\$26.00
PHOTOCOPIES					
ONLY APPLICABLE TO COMMUNITY NOT - FOR - PROFIT ORGANISATIONS					
A4 COPY	EACH	N	Y	\$0.60	\$0.70
A4 COPY DOUBLE SIDED	EACH	N	Y	\$0.80	\$0.90
A3 COPY	EACH	N	Y	\$0.80	\$0.90
A3 COPY DOUBLE SIDED	EACH	N	Y	\$0.90	\$1.00
OWN PAPER SUPPLIED - A4	EACH	N	Y	\$0.15	\$0.20
OWN PAPER SUPPLIED - A4 DOUBLE SIDED	EACH	N	Y	\$0.20	\$0.25
OWN PAPER SUPPLIED - A3	EACH	N	Y	\$0.20	\$0.25
COLOUR COPIES - ADDITIONAL \$0.25 PER COPY					

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
FACSIMILES					
(SENDING AND RECEIVING)					
WITHIN W.A.	PER PAGE	N	Y	\$4.30	\$4.50
WITHIN AUSTRALIA	PER PAGE	N	Y	\$6.20	\$6.50
OVERSEAS - FIRST PAGE	PER PAGE	N	Y	\$19.50	\$20.50
- EACH ADDITIONAL PAGE	PER PAGE	N	Y	\$11.20	\$12.00
MISCELLANEOUS ADMINISTRATION					
PRODUCTION OF MISC. COMPUTER REPORTS, OTHER INFORMATION REQUIRING DEDICATED STAFF TIME					
	PER 15 MINS		Y	\$23.60	\$25.00
	PER HOUR		Y	\$87.30	\$90.00
ACCOUNT ENQUIRIES - RATES ONLY	PER ENQUIRY		Y	\$41.10	\$45.00
FREEDOM OF INFORMATION REQUESTS (as set by FOI Regulations 1993 Schedule 1)					
- APPLICATION FOR FOI	PER APPLICATION	Y	N	\$30.00	\$30.00
- STAFF TIME DEALING WITH APPLICATION	PER HOUR (PRO RATA)	Y	N	\$30.00	\$30.00
- ACCESS TIME SUPERVISED BY STAFF	PER HOUR (PRO RATA)	Y	N	\$30.00	\$30.00
- PHOTOCOPYING:					
- STAFF TIME TO COPY INFORMATION	PER HOUR (PRO RATA)	Y	N	\$30.00	\$30.00
- COST PER COPY		Y	N	\$0.20	\$0.20
LIBRARY					
OVERDUE LIBRARY BOOK FEE	PER BOOK	N	Y	\$7.70	\$8.00
SHIRLEY HUMBLE ROOM					
BOND FOR ALL BOOKINGS (EXCEPT EXEMPTED COMMUNITY GROUPS)	PER HIRE	N	N	\$164.00	\$200.00
FUNCTION ROOM	PER HOUR	N	Y	\$10.30	\$11.00
	PER HALF DAY	N	Y	\$30.80	\$32.50
	PER DAY	N	Y	\$57.50	\$60.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
TOWN HALL					
BOND FOR ALL BOOKINGS (EXCEPT PASSIVE USE)	PER HIRE	N	N	\$200.00	\$200.00
HOURLY RATE	PER HOUR	N	Y	\$22.00	\$23.00
SESSION RATE - MORNING (8 AM - 12 NOON)	PER SESSION	N	Y	\$55.00	\$60.00
- AFTERNOON (12 NOON - 5 PM)	PER SESSION	N	Y	\$55.00	\$60.00
- EVENING (AFTER 5PM)	PER SESSION	N	Y	\$55.00	\$60.00
DAILY RATE	PER DAY	N	Y	\$99.00	\$105.00
LONG TERM HIRE (PASSIVE USE ONLY) - TWO DAYS	PER DAY	N	Y	\$82.50	\$90.00
- THREE - FIVE DAYS	PER DAY	N	Y	\$71.50	\$75.00
- MORE THAN FIVE DAYS	PER DAY	N	Y	\$60.50	\$65.00
SURCHARGE FOR ALCOHOL CONSUMPTION	PER SESSION	N	Y	\$44.00	\$50.00
RECREATION HALL					
BOND FOR ALL NON RECREATIONAL BOOKINGS	PER HIRE	N	N	\$900.00	\$1,000.00
BOND FOR RECREATIONAL BOOKINGS	PER HIRE	N	N	\$200.00	\$200.00
SPORTING EVENTS - HOURLY	PER HOUR	N	Y	\$19.00	\$20.00
SPORTING EVENTS - DAILY	PER DAY	N	Y	\$84.96	\$90.00
SPORTING EVENTS - DAILY - WITH COMMUNITY CENTRE	PER DAY	N	Y	\$163.39	\$170.00
OTHER FUNCTIONS (SOCIAL, CABARET, WEDDING, OVERNIGHT EVENTS, ETC.)	PER DAY	N	Y	\$205.40	\$220.00
OTHER FUNCTIONS (SOCIAL, CABARET, WEDDING, OVER'NIGHT EVENTS, ETC.) - WITH COMMUNITY CENTRE	PER DAY	N	Y	\$318.40	\$350.00
LONG TERM HIRE - TWO DAYS	PER DAY	N	Y	\$157.70	\$165.00
- THREE - FIVE DAYS	PER DAY	N	Y	\$107.80	\$115.00
- OVER FIVE DAYS (MAX 10)	PER DAY	N	Y	\$77.00	\$80.00
CHANGE ROOMS	PER DAY PER CH / ROOM	N	Y	\$25.70	\$27.00
COMMUNITY CENTRE					
BOND FOR ALL BOOKINGS	PER HIRE	N	N	\$200.00	\$200.00
SOCIAL FUNCTIONS	PER DAY	N	Y	\$104.80	\$110.00
MEETINGS / CLASSES	PER HOUR	N	Y	\$20.50	\$21.50

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
MISCELLANEOUS EQUIPMENT					
HIRE OF TRESTLES	EACH	N	Y	\$3.80	\$4.00
HIRE OF POLYPROPYLENE CHAIRS - INDIVIDUAL	EACH	N	Y	\$0.12	\$0.13
HIRE OF POLYPROPYLENE CHAIRS - MAXIMUM		N	Y	\$123.00	\$130.00
HIRE OF PUBLIC ADDRESS (PA) EQUIPMENT	PER DAY	N	Y	\$5.50	\$6.00
OVALS					
FOOTBALL / CRICKET OVAL					
COMMUNITY SPORTING GROUPS	PER DAY	N	Y	\$56.50	\$60.00
OTHER GROUPS (\$200 BOND REQUIRED)	PER DAY	N	Y	\$56.50	\$60.00
SEASONAL CHARGE	PER YEAR	N	Y	\$441.60	\$465.00
CHANGE ROOMS	PER DAY PER CH / ROOM	N	Y	\$25.70	\$27.00
HOCKEY FIELD					
COMMUNITY SPORTING GROUPS	PER DAY	N	Y	\$56.50	\$60.00
OTHER GROUPS (\$165 BOND REQUIRED)	PER DAY	N	Y	\$56.50	\$60.00
CHANGE ROOMS	PER DAY PER CH / ROOM	N	Y	\$25.70	\$27.00
TENNIS COURTS					
HIRE CHARGE	PER HOUR	N	Y	\$5.10	\$5.50
OVERFLOW CAMPING AREAS					
NO FACILITIES REQUIRED	PER PERSON	N	Y	\$11.30	\$12.00
FACILITIES REQUIRED (\$250.00 BOND FOR GROUP BOOKING)	PER PERSON	N	Y	\$11.80	\$12.50
FORESHORE PARK					
BOND FOR ALL BOOKINGS	PER HIRE	N	Y	\$650.00	\$650.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
ALL FACILITIES - NO POWER					
NOT FOR PROFIT INCORPORATED LOCAL COMMUNITY GROUPS	PER DAY	N	Y	\$71.90	\$75.00
ALL OTHER COMMUNITY GROUPS	PER DAY	N	Y	\$282.40	\$300.00
COMMERCIAL USE	PER DAY	N	Y	\$336.00	\$350.00
ALL FACILITIES					
NOT FOR PROFIT INCORPORATED LOCAL COMMUNITY GROUPS	PER DAY	N	Y	\$139.70	\$150.00
ALL OTHER COMMUNITY GROUPS	PER DAY	N	Y	\$698.40	\$750.00
COMMERCIAL USE	PER DAY	N	Y	\$840.00	\$900.00
CONSUMER POLES					
EACH POLE	PER DAY	N	Y	\$30.80	\$32.50
NOTE: ACTUAL COST OF THE ACCOUNT FOR THE PERIOD WILL BE CHARGED WHEN BEING USED FOR MORE THAN JUST STREET STALLS					
FIRE CONTROL					
APPLICATION FOR SUSPENSION OF PROHIBITED BURNING PERIOD	PER APPLICATION	N	Y	\$392.30	\$410.00
Application for Fire Break Variation					
- One (1) Year	PER LOT APPLIED FOR	N	Y	\$82.50	\$90.00
- Five (5) Year	PER LOT APPLIED FOR	N	Y	\$220.00	\$230.00
ENVIRONMENTAL HEALTH					
FOOD PREMISES ANNUAL FEE:					
HIGH RISK	EACH	N	N	\$250.00	\$250.00
MEDIUM RISK	EACH	N	N	\$150.00	\$150.00
LOW RISK	EACH	N	N	\$50.00	\$50.00
EXEMPT	EACH	N		NIL	NIL

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
FOOD PREMISES OTHER FEES:					
NOTIFICATION	EACH	N	N	\$40.00	\$45.00
REGISTRATION	EACH	N	N	\$100.00	\$105.00
INSPECTION ON REQUEST - HIGH/MEDIUM RISK	EACH	N	Y	\$80.11	\$150.00
INSPECTION ON REQUEST - LOW RISK	EACH	N	Y	\$80.11	\$100.00
VERIFICATION CERTIFICATE	EACH	N	Y		\$50.00
TRANSFER OF OWNERSHIP	EACH	N	Y	\$40.00	\$50.00
FIT OUT APPROVAL - HIGH/MEDIUM RISK (Includes Notification)	EACH	N	N		\$200.00
FIT OUT APPROVAL - LOW RISK (Includes Notification)	EACH	N	N		\$150.00
FOLLOW UP INSPECTIONS <30 MINS OFFICER TIME	EACH	N	Y		\$50.00
FOLLOW UP INSPECTIONS 30 MINS OR MORE OFFICER TIME	EACH	N	Y		\$75.00
FOOD SPOILT (WRITTEN CONFIRMATION OF DISPOSAL)	EACH	N	N	\$80.11	\$85.00
HAIRDRESSING FIT OUT APPROVAL	EACH	N	Y		\$100.00
BEAUTY THERAPY/SKIN PIERCING FIT OUT APPROVAL	EACH	N	Y		\$100.00
LODGING HOUSE FIT OUT APPROVAL	EACH	N	Y		\$150.00
TEMPORARY FOOD PREMISES:					
NOTIFICATION	EACH	N	Y		\$25.00
REGISTRATION	EACH	N	Y		\$50.00
WATER TESTING:					
BACTERIOLOGICAL TESTING	PER TEST	N	Y	\$115.00	\$120.00
CHEMICAL TESTING (PLUS COST OF ANALYSIS)	PER TEST	N	Y	\$115.00	\$120.00
REGULAR WATER TESTING (6 PER YEAR)		N	Y	\$464.20	\$500.00
HEALTH (TREATMENT OF SEWERAGE AND DISPOSAL OF EFFLUENT AND LIQUID WASTE) REGULATIONS 1994					
SEPTIC TANKS:					
APPLICATION FEE	EACH	N	Y	\$113.00	\$120.00
INSPECTION FEE	EACH	N	Y	\$113.00	\$120.00
COPY OF SEPTIC TANK PLANS	EACH	N	Y	\$18.50	\$20.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
CARAVAN & CAMPING FEES HEALTH ACT 1911 SECTION 344C					
CARAVAN AND CAMPING FACILITY MINIMUM FEE	PER SITE	Y	N		\$200.00
SHORT & LONG STAY CARAVAN PARK	PER SITE	Y	N		\$6.00
CAMP SITE	PER SITE	Y	N		\$3.00
OVERFLOW SITE	PER SITE	Y	N		\$1.50
APPLICATION FOR CARAVAN ANNEXES OR PARK HOME APPROVAL	EACH	Y	N		\$80.00
TRANSFER OF FACILITY LICENSE (CARAVAN PARK/CAMP GROUND)	EACH	Y	N	\$100.00	\$100.00
TEMPORARAY LICENSE FACILITY	EACH	Y	N	\$100.00	\$100.00
LODGING HOUSES					\$140.00
OTHER ENVIRONMENTAL HEALTH CHARGES:					
FOOD SAMPLING RESULTS (COPY)	EACH	N	Y		\$50.00
SEIZED FOOD ANALYSIS CERTIFICATE	EACH	N	Y		\$50.00
SECTION 39 (LIQUOR LICENSING) CERTIFICATES	EACH	N	N	\$80.11	\$85.00
NOISE MONITORING - NON COMPLYING EVENT	EACH	N	Y		\$500.00
LOCAL GOVERNMENT REPORT FEE	EACH	Y	N		\$150.00
WRITTEN REPORT TO SETTLEMENT AGENCY	EACH	N	Y	\$87.30	\$90.00
HEALTH (OFFENSIVE TRADES FEES) REGULATIONS 1976:					
SLAUGHTERHOUSES	PER APPLICATION	Y	N	\$285.00	\$285.00
PIGGERIES	PER APPLICATION	Y	N	\$285.00	\$285.00
ARTIFICIAL MANURE DEPOTS	PER APPLICATION	Y	N	\$202.00	\$202.00
BONE MILLS	PER APPLICATION	Y	N	\$163.00	\$163.00
PLACES FOR STORING, DRYING OR PRESERVING BONES	PER APPLICATION	Y	N	\$159.00	\$159.00
FAT MELTING, FAT EXTRACTION OR TALLOW MELTING ESTABLISHMENTS	PER APPLICATION	Y	N	\$163.00	\$159.00
BUTCHER SHOPS AND SIMILAR	PER APPLICATION	Y	N	\$163.00	\$163.00
BLOOD DRYING	PER APPLICATION	Y	N	\$163.00	\$163.00
GUT SCRAPING, PREPARATION OF SAUSAGE SKINS	PER APPLICATION	Y	N	\$163.00	\$163.00
FELLMONGERIES	PER APPLICATION	Y	N	\$163.00	\$163.00
MANURE WORKS	PER APPLICATION	Y	N	\$202.00	\$202.00
FISH CURING ESTABLISHMENTS	PER APPLICATION	Y	N	\$202.00	\$202.00
LAUNDRIES, DRYCLEANING ESTABLISHMENTS	PER APPLICATION	Y	N	\$140.00	\$140.00
BONE MERCHANT PREMISIES	PER APPLICATION	Y	N	\$163.00	\$163.00
FLOCK FACTORIES	PER APPLICATION	Y	N	\$163.00	\$163.00
KNACKERIES	PER APPLICATION	Y	N	\$285.00	\$285.00
POULTRY PROCESSING ESTABLISHMENTS	PER APPLICATION	Y	N	\$285.00	\$285.00
POULTRY FARMING	PER APPLICATION	Y	N	\$285.00	\$285.00

SERVICE	UNIT	STATUTORY	GST	CURRENT	PROPOSED
				2011/12	2012/13
RABBIT FARMING	PER APPLICATION	Y	N	\$285.00	\$285.00
FISH PROCESSING ESTABLISHMENTS IN WHICH WHOLE FISH ARE CLEANED AND PREPARE	PER APPLICATION	Y	N	\$285.00	\$285.00
SHELLFISH AND CRUSTACEAN PROCESSING ESTABLISHMENTS	PER APPLICATION	Y	N	\$285.00	\$285.00
ANY OTHER OFFENSIVE TRADE NOT SPECIFIED	PER APPLICATION	Y	N	\$285.00	\$285.00
HEALTH (PUBLIC BUILDINGS) REGULATIONS 1992:					
FEE EQUAL TO THE COST OF CONSIDERING THE APPLICATION UP TO	PER APPLICATION			\$832.00	
INSPECTION OF PREMISES ON REQUEST	PER APPLICATION	N	Y		\$150.00
ENVIRONMENTAL ASSESSMENT & REPORTS ON REQUEST	PER APPLICATION	N	Y		\$150.00
PUBLIC BUILDING APPROVAL <1,000 PEOPLE	PER APPLICATION	N	N		\$250.00
PUBLIC BUILDING APPROVAL 1,000 PEOPLE OR MORE	PER APPLICATION	N	N		\$500.00
BUILDING CONTROL					
BUILDING REGULATIONS 2012					
BUILDING PERMIT					
UNCERTIFIED APPLICATION CLASS 1 OR CLASS 10 BUILDING/STRUCTURE - MINIMUM FEE	PER APPLICATION	Y	N	\$85.00	\$90.00
UNCERTIFIED APPLICATION CLASS 1 OR CLASS 10 BUILDING/STRUCTURE - SCALE FEE	PER APPLICATION	Y	N	0.2% of value of construction	0.19% of estimated value of building work
CERTIFIED APPLICATION:					
- CLASS 1 OR CLASS 10 BUILDING/STRUCTURE - MINIMUM FEE	PER APPLICATION	Y	N	\$85.00	\$90.00
- CLASS 1 OR CLASS 10 BUILDING/STRUCTURE - SCALE FEE	PER APPLICATION	Y	N	0.35% of value of construction	0.19% of estimated value of building work
- CLASS 2 TO 9 BUILDING/STRUCTURE - MINIMUM FEE	PER APPLICATION	Y	N	\$85.00	\$90.00
- CLASS 2 TO 9 BUILDING/STRUCTURE - SCALE FEE	PER APPLICATION	Y	N	0.35% of value of construction	0.09% of estimated value of building work
BUILDING LICENSE EXTENSION					
MAJOR REASSESSMENTS (ESTIMATED VALUE OF CONSTRUCTION REMAINING):					
- CLASS 1 OR CLASS 10 BUILDING/STRUCTURE - MINIMUM FEE		Y	N		\$90.00
- CLASS 1 OR CLASS 10 BUILDING/STRUCTURE - SCALE FEE		Y	N	0.35% of value of construction	0.32% of value of construction
- CLASS 2 TO 9 BUILDING/STRUCTURE - MINIMUM FEE		Y	N		\$90.00
- CLASS 2 TO 9 BUILDING/STRUCTURE - SCALE FEE		Y	N	0.2% of value of construction	0.19% of value of construction
EXTENSION OF TIME FOR BUILDING APPROVAL CERTIFICATE	EACH	Y	N		\$90.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
DEMOLITION PERMIT					
CLASS 1 OR CLASS 10 BUILDING/STRUCTURE	EACH	Y	N	\$50.00	\$90.00
CLASS 2 TO 9 BUILDING/STRUCTURE	PER STOREY	Y	N	\$50.00	\$90.00
EXTENSION OF TIME	PER APPLICATION	Y	N		\$90.00
PERFORMANCE BOND - SITE CLEAN-UP AND VERGE INCLUDING FOOTPATHS				\$750.00	\$750.00
OCCUPANCY PERMIT & BUILDING APPROVAL CERTIFICATE					
OCCUPANCY PERMIT FOR A COMPLETED BUILDING	EACH	Y	N		\$90.00
TEMPORARY PERMIT FOR INCOMPLETE BUILDING	EACH	Y	N		\$90.00
MODIFICATION FOR ADDITIONAL USE OF BUILDING ON TEMPORARY BASIS	EACH	Y	N		\$90.00
REPLACEMENT PERMIT FOR PERMANENT CHANGE OF BUILDING USE	EACH	Y	N		\$90.00
BUILDING APPROVAL APPLICATION CERTIFICATE (STRAT) - MINIMUM FEE	PER APPLICATION	Y	N		\$100.00
BUILDING APPROVAL APPLICATION CERTIFICATE (STRAT) - SCALE FEE	EACH STRATA UNIT	Y	N		\$10.00
OCCUPANCY PERMIT WHERE UNAUTHORISED WORK HAS BEEN DONE - MINIMUM FEE	EACH	Y	N		\$90.00
OCCUPANCY PERMIT WHERE UNAUTHORISED WORK HAS BEEN DONE - SCALE FEE	EACH	Y	N		0.18% of estimated value of building work
BUILDING APPROVAL CERTIFICATE WHERE UNAUTHORISED WORK HAS BEEN DONE	EACH	Y	N		0.38% of estimated value of building work
REPLACEMENT OCCUPANCY CERTIFICATE FOR EXISTING BUILDING	EACH	Y	N		\$90.00
BUILDING APPROVAL CERTIFICATE WHERE UNAUTHORISED WORK HAS NOT BEEN DONE	EACH	Y	N		\$90.00
EXTENSION OF TIME FOR OCCUPANCY PERMIT	EACH	Y	N		\$90.00
OTHER APPLICATIONS					
DECLARATION THAT A BUILDING STANDARD DOES NOT APPLY	EACH	Y	N		\$2,000.00
OTHER BUILDING CHARGES					
TEMPORARY ACCOMMODATION APPROVAL	EACH	N	Y	\$100.60	\$105.00
EXTENSION OF TEMPORARY ACCOMMODATION APPROVAL	EACH	N	Y	\$100.60	\$105.00
MONTHLY BUILDING STATISTICS REPORT	PER YEAR	N	Y	\$167.40	\$175.00
	PER MONTH	N	Y	\$37.00	\$40.00
COPY OF ARCHIVED BUILDING PLANS	EACH	N	Y	\$28.80	\$30.00
CONSTRUCTION TRAINING FUND LEVY (CTF)					
		Y	N	0.2% of value of construction >	0.2% of value of construction >
BUILDING SERVICES LEVY					
APPLIES TO BUILDING & DEMOLITION APPLICATIONS FOR WORKS UP TO \$45,000 (INC GST)	PER APPLICATION	Y	N	\$41.50	\$40.50
FOR WORKS OVER \$45,000 (INC GST)	PER APPLICATION	Y	N		0.09% of value of construction

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
BUILDING PLAN SEARCHES AND RESEARCH FEE					
BUILDING PLANS		N	N	\$51.40	\$55.00
PROVIDE COPY OF HOUSING INDEMNITY INSURANCE POLICY		N	N	\$51.40	\$55.00
BUILDING INSPECTION AND REPORTS					
HOUSING INDEMNITY INSURANCE REPORT			Y	\$1,057.80	\$1,110.00
BUILDING CALL OUT FEE. FEE APPLIES WHERE WORK FOR WHICH AN INSPECTION IS REQUESTED, WAS NOT READY FOR INSPECTION			Y	\$71.90	\$75.00
WEEKEND CALL OUT FEE - PER HOUR (MINIMUM OF ONE HOUR)			Y	\$105.80	\$110.00
DOG REGISTRATION					
(CONCESSIONS APPLY)					
STERILISED - 1 YEAR	EACH	Y	N	\$10.00	\$10.00
STERILISED - 3 YEAR	EACH	Y	N	\$18.00	\$18.00
UNSTERILISED - 1 YEAR	EACH	Y	N	\$30.00	\$30.00
UNSTERILISED - 3 YEAR	EACH	Y	N	\$75.00	\$75.00
DEPOT SERVICES					
SUPPLY OF USED AGGREGATE EX DEPOT - LOADED	PER TRAILER	N	Y	\$35.00	\$40.00
SUPPLY OF NEW AGGREGATE EX DEPOT - LOADED	PER TRAILER	N	Y	\$90.80	\$95.00
ONLY THE PLANT LISTED BELOW IS AVAILABLE FOR HIRE. ALL PLANT MUST BE HIRED WITH AN OPERATOR					
WEEKDAY HIRE					
4.5T TRUCK	PER STD HOUR	N	Y	\$111.80	\$120.00
14T TRUCK	PER STD HOUR	N	Y	\$144.60	\$150.00
BACKHOE	PER STD HOUR	N	Y	\$127.00	\$135.00
GRADER	PER STD HOUR	N	Y	\$159.10	\$170.00
LOADER	PER STD HOUR	N	Y	\$144.60	\$150.00
ROLLER	PER STD HOUR	N	Y	\$119.00	\$125.00
TRACTOR	PER STD HOUR	N	Y	\$111.80	\$120.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
WEEKEND HIRE					
4.5T TRUCK	PER STD HOUR	N	Y	\$145.80	\$155.00
14T TRUCK	PER STD HOUR	N	Y	\$176.20	\$185.00
BACKHOE	PER STD HOUR	N	Y	\$160.40	\$170.00
GRADER	PER STD HOUR	N	Y	\$190.70	\$200.00
LOADER	PER STD HOUR	N	Y	\$176.20	\$185.00
ROLLER	PER STD HOUR	N	Y	\$150.60	\$185.00
TRACTOR	PER STD HOUR	N	Y	\$145.80	\$185.00
OTHER HIRE CHARGES					
HIRE OF PIG TRAILER	PER STD HOUR	N	Y	\$51.00	\$55.00
HIRE OF FLOAT	PER STD HOUR	N	Y	\$51.00	\$55.00
LABOUR CHARGES					
WEEKDAY	PER STD HOUR	N	Y	\$51.00	\$55.00
WEEKEND	PER STD HOUR	N	Y	\$77.80	\$85.00
OTHER WORKS					
QUOTATIONS CAN BE OBTAINED FOR SMALL JOBS THESE WILL BE CHARGED AT AN APPROPRIATE HOURLY RATE					
HIRE OF TEMPORARY FENCING					
- BOND		N	N	\$513.00	\$500.00
- FOR OTHER LOCAL GOVERNMENTS FOR EXTENDED PERIODS ONLY	PER METRE/WEEK	N	Y	\$14.40	\$15.00
- ERECTED AND DISMANTLED WITHIN NANNUP TOWNSITE	PER METRE/WEEK	N	Y	\$28.80	\$30.00
WATER FROM BROCKMAN ST AND DEPOT STAND PIPE:					
- COMMERCIAL USERS	PER K/L	N	Y	\$17.50	\$18.50
- LOCAL RESIDENTS FOR DOMESTIC PURPOSES	PER K/L	N	Y	\$5.50	\$6.00
HEAVY HAULAGE AGREEMENT	EACH	N	Y	\$200.50	\$210.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
TOWN PLANNING					
ALL FEES OTHER THAN FOR RESIDENTIAL DWELLINGS ARE TO BE PAID UPON APPLICATION AND ARE NON REFUNDABLE					
ADVERTISING FEES TO BE RECOUPED WHERE APPLICABLE					
PART 1					
DEVELOPMENT APPLICATIONS					
Determination of a development application (other than for an extractive industry) where the estimated cost of the development is -					
(a) not more than \$50,000	PER APPLICATION	Y	N	\$139.00 0.32% of the estimated cost of development	\$139.00 0.32% of the estimated cost of development
(b) more than \$50,000 but not more than \$500,000	PER APPLICATION	Y	N	\$1600 + 0.257% for every \$1 in excess of \$500,000	\$1600 + 0.257% for every \$1 in excess of \$500,000
(c) more than \$500,000 but not more than \$2.5 million	PER APPLICATION	Y	N	\$6,740 + 0.206% for every \$1 in excess of \$2.5 million	\$6,740 + 0.206% for every \$1 in excess of \$2.5 million
(d) more than \$2.5 million but not more than \$5 million	PER APPLICATION	Y	N	\$11,890 + 0.123% for every \$1 in excess of \$5 million	\$11,890 + 0.123% for every \$1 in excess of \$5 million
(e) more than \$5 million but not more than \$21.5 million	PER APPLICATION	Y	N	\$32,185	\$32,185
(f) more than \$21.5 million	PER APPLICATION	Y	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).					
(g) second dwelling for rural purposes		N	N	\$139 unless 0.32% of value results in lesser fee	\$139
Single Dwelling (where Planning Approval required)		N	N	\$139.00	\$139.00
Additions to Single Dwelling (where Planning Approval required)		N	N	\$69.00	\$139.00
Ancillary Accommodation/Granny Flat/Caretaker's Dwelling					\$139.00

Notes:

- 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
- Applicants are to provide details of estimated cost of development (includes any car parking, effluent disposal, landscaping features, etc).
- 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
- The costs of advertising and any specialist reports will be an additional cost

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
CHANGE OF USE					
Change of Use (Other than if Stipulated Below)	PER APPLICATION	Y	N	\$278.00	\$278.00
Retail / Shop (use only)	PER APPLICATION	N	N	\$69.00	\$69.00
Home Occupation (including Cottage Industry)	PER APPLICATION	Y	N	\$209.00	\$209.00
Home Occupation Renewal	PER APPLICATION	Y	N		\$69.00
Bed & Breakfast Accommodation (additional fees if notification req'd)	PER APPLICATION	N	N	\$250.00	\$275.00
Farm Stay/Holiday Cottage (in existing residence)	PER APPLICATION	N	N		\$275.00
Alfresco Dining	PER APPLICATION	N	N		\$275.00
Consulting Rooms	PER APPLICATION	N	N	\$176.00	\$176.00
Light/General/Service/Rural Industry (use only)	PER APPLICATION	N	N	\$69.00	\$69.00
MISCELLANEOUS DEVELOPMENT APPLICATIONS					
Extractive Industry	PER APPLICATION	Y	N	\$696.00	\$696.00
Plantations	PER APPLICATION	N	N	0.32% of est. value	0.32% of est. value
Aquaculture	PER APPLICATION	N	N		\$400.00
Building Envelope Relocation	PER APPLICATION	N	N	\$110.00	\$115.00
Setback Reductions	PER APPLICATION	N	N	\$110.00	\$115.00
Notes:					
1. The estimated value of plantations will be calculated at a rate of \$1,300 per hectare of planted area.					
PART 2: SCHEME AMENDMENTS					
Minor Amendment	PER FCT	N	N		\$2,550.00
Major Amendment - determined by CEO	PER FCT	N	N		\$4,500.00
Structure Plan - if previously addressed through scheme amendment	PER APPLICATION	N	N		\$500.00
Structure Plan (separate to scheme amendment process)	PER FCT	N	N		\$4,500.00
Revised minor structure plan	PER APPLICATION	N	N		\$500.00
Revised major structure plan (separate to scheme amendment process) - determined by CEO	PER FCT	N	N		\$2,550.00
Detailed area plans	PER APPLICATION	N	N		\$750.00
Revised detailed area plans	PER APPLICATION	N	N		\$350.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
Notes:					
1. Details of the calculation used to derive the fee is to be made available to the applicant upon request					
2. Any specialist external studies (soil reports, land capability analysis, engineering reports, etc) are to be provided by the applicant at the 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.					
4. Fees are not payable where the sole purpose of the amendment is to achieve consistency between a region scheme and a local planning scheme					
PART 6					
ADVERTISING/NOTIFICATION OF PROPOSALS (NOT SCHEME AMENDMENTS) - GST EXEMPT					
Local newspaper advertising				\$165.00	\$175.00
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)					
2. Advertising or nearby land owner notification may be required to comply with Council's town planning scheme(s), policies or may be determined as being a requirement of the planning assessment process by Shire officers.					
SUBDIVISIONS					
CLEARANCE CERTIFICATES - UP TO 5 LOTS	PER LOT	Y	N	\$67.00	\$69.00
CLEARANCE CERTIFICATES - 6 TO 195 LOTS	PER LOT	Y	N	\$34.00	\$35.00
CLEARANCE CERTIFICATES - MORE THAN 195 LOTS	PER APPLICATION	Y	N	\$6,756.00	\$6,959.00
OTHER FEES ADDRESSING APPLICATIONS PROCESSED					
Issue of written planning advice		Y	Y	\$75.90	\$75.90
Zoning Certificate		Y	N		\$69.00
Replying to a Property Settlement questionnaire		Y	Y		\$75.90
Road Closure Application		N	Y	\$276.26	\$500.00
Copy of Local Planning Scheme Text		N	Y	\$63.67	\$70.00
Copy of Local Planning Strategy		N	Y	\$63.67	\$70.00
Copy of Townsite Strategy		N	Y	\$63.67	\$70.00
Copy of Municipal Inventory		N	Y	\$63.67	\$70.00
Erection of sign at Information bay		N	Y	\$62.65	\$70.00
Application for advertising signage		N	Y	\$62.65	\$70.00
Section 40 (Liquor Licensing) Certificates		N	Y	\$62.65	\$70.00
Erection of tourism directional sign (excludes cost of sign)		N	Y	\$117.08	\$130.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
SIGNS					
DEVELOPMENT	PER APPLICATION	N	N	\$123.20	\$130.00
HOARDING	PER APPLICATION	N	N	\$113.00	\$120.00
WALL SIGN	PER APPLICATION	N	N	\$51.40	\$55.00
FREE STANDING SIGN	PER APPLICATION	N	N	\$82.20	\$85.00
ROOF SIGN	PER APPLICATION	N	N	\$51.40	\$55.00
SALE SIGN	PER APPLICATION	N	N	\$51.40	\$55.00
SEMAPHORE	PER APPLICATION	N	N	\$51.40	\$55.00
SERVICE STATION SIGN	PER APPLICATION	N	N	\$51.40	\$55.00
TOWER SIGN	PER APPLICATION	N	N	\$102.70	\$110.00
VERANDAH SIGN	PER APPLICATION	N	N	\$51.40	\$55.00
RENEWAL OF SIGN LICENSE	PER APPLICATION	N	N	\$51.40	\$55.00
STRATA TITLE CERTIFICATES (FORM 7 CERTIFICATE)	PER APPLICATION			\$0.20 per square metre of building floor area (min. \$100)	\$0.20 per square metre of building floor area (min. \$100)
CEMETERY					
RIGHT OF BURIAL					
GRANT OF EXCLUSIVE RIGHT OF BURIAL - 25 YEAR PERIOD	EACH	N	Y	\$672.00	\$700.00
GRANT OF EXCLUSIVE RIGHT OF BURIAL NICHE WALL/ROSE GARDEN - 25 YEAR PERIOD	EACH	N	Y	\$150.00	\$165.00
RENEWAL OF GRANT OF EXCLUSIVE RIGHT OF BURIAL - 25 YEAR PERIOD	EACH	N	Y	\$133.90	\$140.00
REGISTRATION OF TRANSFER OF FORM OF GRANT OF RIGHT OF BURIAL	EACH	N	Y	\$22.30	\$25.00
INTERMENT TO A DEPTH OF 2.1M					
ANY PERSON TENS YRS OF AGE OR OLDER	EACH	N	Y	\$939.90	\$1,000.00
ANY PERSON UNDER TENS YEARS OF AGE	EACH	N	Y	\$806.00	\$850.00
A STILLBORN CHILD	EACH	N	Y	\$538.10	\$570.00
ADDITIONAL FEE - INTERMENT WITHOUT DUE NOTICE	EACH	N	Y	\$75.20	\$110.00
ADDITIONAL FEE - INTERMENT NOT IN USUAL HOURS	EACH	N	Y	\$75.20	\$110.00
ADDITIONAL FEE - INTERMENT ON A SATURDAY, SUNDAY OR P/ HOLIDAY	EACH	N	Y	\$470.00	\$500.00

SERVICE	UNIT	STATUTORY	GST	CURRENT 2011/12	PROPOSED 2012/13
ASHES					
INTERMENT OF ASHES	EACH	N	Y	\$155.10	\$200.00
PLACEMENT OF ASHES WITHIN NICHE WALL (INCLUDES PLAQUE WITH STANDARD INSCRIP	EACH	N	Y	\$323.10	\$400.00
PLACEMENT OF ASHES IN ROSE GARDEN (INCLUDES PLAQUE WITH STANDARD INSCRIPTION AND CONCRETE BASE)	EACH	N	Y	\$417.10	\$460.00
PLACEMENT OF ASHES IN ROSE GARDEN - NO PLAQUE	EACH	N	Y	\$175.10	\$250.00
MEMORIALS					
DEDICATED MEMORIAL ROSE BUSH / SHRUB (EXCLUSIVE FAMILY USE, MAXIMUM OF 8 INTERMENTS, SHRUB SELECTION TO BE APPROVED BY CEO AS PER COUNCIL PLAN					
- INITIAL PLACEMENT (INCLUDES PLAQUE WITH STANDARD INSCRIPTION AND CONCRETE BASE	EACH	N	Y	\$672.00	\$725.00
- SUBSEQUENT SINGLE PLACEMENTS	EACH	N	Y	\$336.00	\$350.00
PERMISSION TO ERECT HEADSTONE, KERBING OR MONUMENT	EACH	N	Y	\$22.30	\$40.00
LICENSE FEES					
UNDERTAKERS ANNUAL LICENSE FEE	EACH	N	Y	\$59.50	\$110.00
UNDERTAKERS SINGLE LICENSE FEE (FOR ONE INTERMENT)	EACH	N	Y	\$21.90	\$25.00

**Shire of Nannup
Ordinary Council Meeting Agenda: July 2012**

AGENDA NUMBER: 11.5
SUBJECT: Proposed Waste Charges 2012/13
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: Shire of Nannup
FILE REFERENCE: FNC10
AUTHOR: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 12 July 2012

Attachment: Proposed Tip Fees 2012/13

BACKGROUND:

The proposed budget adopted by Council at its June meeting included a base uplift in bin charges of 5%, equivalent to an additional \$3,870. An additional \$20,000 in income was targeted to be raised from charges for waste collection and disposal. The report supporting the recommended budget pointed out that:

“An additional \$20,000 has been included in the 2012/13 budget to be generated from refuse charges under the “user pays” principle to moderate the impact on the ratepayer. A charging scheme will need to be developed to achieve this targeted level of income.”

This report seeks Council endorsement to a revised charging scheme for waste collection and disposal.

COMMENT:

The charging structure for waste is broken down into four elements:

1. Bin charges for refuse and recycling collection;
2. Tip fees for the disposal or recycling of waste where no tip pass has been issued;
3. Charges for disposal of tyres; and
4. Tip passes issued free to all ratepayers.

A detailed review of waste charging was carried out in July 2009. Recommendation C10 of that report was that:

“The Council adopts a user-pays principle in recovering the cost of waste management to recover 100% of cost involved from household rubbish collection fees, recycling fees and tipping fees.”

The budgeted cost of the waste collection and disposal operation for 2012/13 is \$196,799. Bin charges are applied to properties within the Nannup townsite area and are set at \$134.90 per annum for domestic refuse and \$125 per annum for recycling. These charges are sufficient to offset the cost of collection (\$75,000) but make no contribution to the cost of disposal. Tipping fee income is budgeted to be \$9,000 in 2012/13. This leaves \$116,500 being met by rates.

Shire of Nannup
Ordinary Council Meeting Agenda: July 2012

In revising the charging system Council should take the following principles into account:

1. Fairness: the charging system should seek to recover costs equitably based on the amount of use i.e. the "user pays" principle.
2. Simplicity: the charging mechanism should not be overly complex, resulting in additional administrative cost.
3. Certainty: the charging system should be structured to deliver the additional income and not to encourage or enable users to avoid the charges.
4. Avoid disincentives: the charging system should be structured so that it does not encourage people to resort to fly tipping.

At the budget workshop held on 18 June 2012 the use of the Waste Avoidance and Resource Recovery Act 2007 to set a supplementary fee based on rateable values was considered as an option. While this approach satisfied principles 2, 3 and 4 above there were doubts raised concerning its fairness in relation to multiple property owners. For this reason there was little support for it.

To continue the current system of payment for domestic refuse and recycling collection and covering disposal costs through rates would mean an increase in the adopted budget of \$20,000, taking the increase in the budget from 10.65% to 12.44%.

Alternatively, some of the costs of disposal could be recovered through a combination of additional bin charges and charges for the use of the disposal site.

In the recommendation which follows the individual charges for tipping fees have been increased by 10%; however, because there is relatively little charged tipping this would only generate an additional \$1,000. To increase the income from use of the refuse disposal site it would be necessary to remove the free tip passes. Instead a fee could be introduced to purchase a tip pass allowing an unrestricted number of visits to the site. A modest charge of \$20 per pass would generate up \$15,000 towards the cost of disposal for those residents without access to the refuse collection service.

Domestic bin charges could be increased to \$155, generating an additional \$7,800. In order to encourage recycling the recycling charge would be held at the same level as 2011/12. In recognition of the increase in the bin charges those residents paying for domestic refuse collection would be allocated a free tip pass.

Domestic rubbish collection charges across the State vary widely, with the average charge being \$223.65; however the individual charges range from \$60 at one extreme to \$446 at the other.

STATUTORY ENVIRONMENT:

Local Government Act 1995 Sections 6.16 and 6.17.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Council's 2012/13 budget.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That:

1. The non-concessionary fees for the use of the refuse disposal site as set out in Attachment 1 be endorsed.
2. The recycling collection fee be frozen for 2012/13 and remain at \$125 per annum.
3. The domestic refuse collection charge be set at \$150 per annum and that free tip passes be provided to those residents subject to the charge.
4. Tip passes be available to purchase for Shire of Nannup residents for a fee of \$20.

SERVICE	UNIT	STATUTORY	GST	CURRENT	PROPOSED
				2011/12	2012/13
WASTE MANAGEMENT					
Refuse Collection					
KERBSIDE RUBBISH COLLECTION	PER BIN	N	N	\$134.90	\$150.00
KERBSIDE RECYCLING COLLECTION	PER BIN	N	N	\$125.00	\$125.00
Refuse Disposal					
TIP FEES - No Tip Pass					
CAR / STATION WAGON	EACH	N	Y	\$3.10	\$5.00
VAN / UTILITY / TRAILER NOT EXCEEDING 1.8 X 1.2M	EACH	N	Y	\$6.20	\$7.50
LARGE TRAILER	EACH	N	Y	\$27.50	\$30.00
SMALL TRUCK UP TO 4T	EACH	N	Y	\$90.80	\$85.00
MEDIUM TRUCK 4 - 8T	EACH	N	Y	\$121.00	\$135.00
LARGE TRUCK 8 - 14T	EACH	N	Y	\$151.30	\$170.00
SEMI TRAILER	EACH	N	Y	\$181.50	\$200.00
< 3M ³ SKIP BIN	EACH	N	Y	\$30.30	\$35.00
3M ³ - 6M ³ SKIP BIN	EACH	N	Y	\$60.50	\$65.00
6M ³ - 10M ³ SKIP BIN	EACH	N	Y	\$90.80	\$100.00
> 10M ³ SKIP BIN	EACH	N	Y	\$121.00	\$135.00
ASBESTOS	PER M ³	N	Y	\$60.50	\$65.00
TIP FEES - TYRES/RIMS					
PASSENGER TYRE	EACH	N	Y	\$2.60	\$5.00
LIGHT TRUCK & 4 x 4 TYRE	EACH	N	Y	\$4.60	\$7.50
TRUCK TYRE	EACH	N	Y	\$12.80	\$15.00
SUPER SINGLE TRUCK	EACH	N	Y	\$15.40	\$17.50
PASSENGER TYRE ON RIM	EACH	N	Y	\$4.60	\$7.50
LIGHT TRUCK & 4 x 4 TYRE ON RIM (NOT SPLIT RIM)	EACH	N	Y	\$8.70	\$10.00
SUPER SINGLE TRUCK TYRE ON RIM	EACH	N	Y	\$25.70	\$30.00
SMALL FORKLIFT TYRE UP TO 30 cm	EACH	N	Y	\$4.00	\$7.50
MEDIUM FORKLIFT TYRE 30cm to 45cm	EACH	N	Y	\$8.20	\$10.00
LARGE FORKLIFT TYRE 45cm to 60cm	EACH	N	Y	\$11.30	\$15.00
SOLID FORKLIFT TYRE SMALL TO 30cm	EACH	N	Y	\$10.30	\$15.00
SOLID FORKLIFT TYRE MEDIUM 30cm to 45cm	EACH	N	Y	\$15.40	\$17.50
SOLID FORKLIFT TYRE LARGE 45cm to 60cm	EACH	N	Y	\$17.50	\$20.00
SOLID FORKLIFT TYRE EXTRA LARGE 60cm to 1m	EACH	N	Y	\$71.90	\$80.00
SOLID FORKLIFT TYRE 1m AND ABOVE (PER TONNE)	EACH	N	Y	\$133.50	\$150.00
TRACTOR TYRE SMALL UP TO 1m	EACH	N	Y	\$25.70	\$30.00
TRACTOR TYRE LARGE 1m to 1.5m	EACH	N	Y	\$71.90	\$80.00
TRACTOR TYRE 1.5m to 2.2m	EACH	N	Y	\$123.20	\$150.00
BOBCAT TYRE	EACH	N	Y	\$8.20	\$10.00
EARTHMOVER TYRE SMALL UP TO 1m	EACH	N	Y	\$82.20	\$90.00
EARTHMOVER TYRE MEDIUM 1m to 1.5m	EACH	N	Y	\$113.00	\$125.00
EARTHMOVER TYRE LARGE 1.5m to 2m	EACH	N	Y	\$164.30	\$180.00
GRADER TYRE	EACH	N	Y	\$70.90	\$80.00

**Shire of Nannup
Ordinary Council Meeting Agenda: July 2012**

AGENDA NUMBER: 11.6
SUBJECT: Budget Monitoring 2011/12
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT:
FILE REFERENCE: FNC15
AUTHOR: Tracie Bishop - Finance Officer
REPORTING OFFICER: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 12 June 2012

Attachments:

1. Table Showing Detailed Variances for 2011/12
2. Table showing non-capital variances for 2011/12
3. Monthly Financial Statements for the period ending 31 May 2012
4. Monthly Financial Statements for the period ending 30 June 2012

BACKGROUND:

It is a statutory requirement that Council report monthly on the financial activity from all the various operating and capital divisions. Previously this has resulted in all variances of 10% being identified and reported. While this achieved the objective of showing these variances as at the date of the report, a lot were actually a result of timing as opposed to actual variances which will carry through to the end of year figures. This report focuses attention on only those variances which we envisage will impact on the end of year position.

The report format does not reflect the detailed requirements as set out in Section 34(1) of the Local Government (Financial Management) Regulations 1996. In order to comply with legislation these statements are provided in attachments 1 – 4. This covering report identifies all of the major variations; other variations as shown in the statutory statements are due to timing differences.

The report has been broken down showing over and underspends in both operating and capital divisions. The second column shows the current variances and column three shows the anticipated final figures.

COMMENT:

Gross savings that are anticipated for the end of this financial year are expected to be \$1,503,707. The vast majority of this saving relates to capital projects where expenditure lags the receipt of income to fund the project. For example projects such as the Brockman Street caravan park upgrade, the recreation centre upgrade and the main street upgrade are dependent on income from Royalties for Regions; this income is only now being received. The expenditure relating to these types of projects will therefore be carried forward into 2012/13.

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After removing these carried forward amounts and including the establishment of the Emergency Response Reserve we anticipate that the actual carried forward figure for this year will be \$132,007. This is shown in the table below.

	<i>Savings</i> \$
Gross saving expected for the year	
Income	469,810
Expenditure	1,033,897
Total Gross Saving	1,503,707
Less: Savings to be carried forward income	-1,051,700
Less: Savings to be carried forward expenditure	-270,000
Less savings to establish an Emergency Reserve	-50,000
Net saving at end of the year	132,007

Full details of all variances, including all the savings which will be carried forward, are contained within Attachment 1. There are significant savings found within fuels and oils, building approvals and the health area. These are primarily the result of efficiency savings achieved during the year in that the health officer has not been in place for the majority of this financial year and the shorter distances travelled as a result of the construction of Mowen Road has saved on fuel expenditure.

Income variances are primarily as a result of funding from grants being received later than expected and additional interest. In other areas transaction volumes have been higher than expected for example, interim rates, commission received from Department of Transport, town planning income and venue hire. There has been a higher than anticipated level of private works generating additional income of \$82,000 offset by additional expenditure of \$40,000.

Interest received is higher than expected because of large grant payments being received and retained in the Council's bank account until expenditure is incurred at some future point. It was also expected at the time that the budget was compiled that interest rates would fall as a result of the poor economic conditions. However the Australian economy has remained relatively buoyant and interest rates have reduced more slowly than expected.

As a result of the lag in receipt of grant income we anticipate that capital expenditure will be lower than originally budgeted. Projects that will be carried forward and included in the 2012/13 budget include the Recreation Centre upgrade, Brockman Street Caravan Park and Heart of Nannup projects. Expenditure on Mowen Road will also be carried forward to the 2012/13 works.

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For a more detailed explanation of the variances and the actions being taken to address them please refer to Attachment 1, which has included all variances to date.

The following tables summarise the anticipated result at the end of the year. In the tables negative figures represent savings in the current year's budget and positive figures overspends in the current year's budget.

Net Result	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Income</i>	-\$199,810
<i>Expenditure</i>	\$17,803
Net Effect:	-\$182,007

Expenditure	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Gross Operational Savings</i>	-\$1,033,897
<i>Capital Savings to be c/fwd</i>	\$1,051,700
Net Effect:	\$17,803

Income	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Gross Operational Savings</i>	-\$469,810
<i>Capital Savings to be c/fwd</i>	\$270,000
Net Effect:	-\$199,810

USE OF THE SAVINGS

Assuming that the efficiency savings described above are delivered at the end of the year there will be a surplus of approximately \$130,000. Until the accounts are finally closed and audited, the exact level of these savings will not be known. It

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Ordinary Council Meeting Agenda: July 2012**

would, however, be prudent for Council to determine in advance the use of any savings that do arise at the end of the year.

As per Council's resolution of the May 2012 meeting, all savings delivered, once accounts for this financial year have been audited will be allocated to the Recreation Centre upgrade and the Main Street Reserve.

At the June meeting of Council the following resolution was adopted:

8802 DUNNET/STEER

That the Shire of Nannup Aged Housing Plan is adopted by Council and recommendations are incorporated into Strategic Planning documentation with budget and grant funding allocations if appropriate.

CARRIED 8/0

The Aged Housing Plan allows for up to \$20,000 to be applied to support the development of aged housing if available from council budgets. During the budget workshops held in June it was suggested that rather than include an additional item of \$20,000 in the 2012/13 budget, a sum of \$20,000 be transferred to a reserve from savings arising at the end of 2011/12. This suggestion is incorporated into the recommendations below.

STATUTORY ENVIRONMENT:

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

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

It is recommended that:

1. the Monthly Financial Statements for the period ending 31 May 2012 be received;
2. the Monthly Financial Statements for the period ending 30 June 2012 be received; and
3. a sum of \$20,000 be transferred to reserves to support aged housing from savings arising in 2011/12.

ATTACHMENT 1

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
Governance				
Election Expenses	\$1,122	\$1,100	Overspends attributed to special election costs	
Refreshments	\$1,642	\$2,500	More functions catered for than anticipated.	
Total Governance Variation:	\$2,764	\$3,600		
General Purpose Revenue				
Royalties For Regions	-\$1,265,982	-\$1,000,000	This expenditure relates to capital projects such as the Recreation Centre, Brockman Street Caravan Park and the Heart of Nannup project which will be carried forward to 2012/13.	MCS to monitor closely.
Rating Valuation Expenses	-\$6,337	-\$6,000	Appears that original budget figure included full GRV valuation. This only occurs every 3 years with result being an underspend of this amount.	FO to consider for 2012/12 budget.
Recoverable Expenses	-\$18,196	\$10,000	Issues with Carried forwards from 2010/11 have resulted in an overspend being shown for this account. Should be resolved with the end of year processing.	MCS /FO to monitor.
Total General Purpose Variation	-\$1,290,515	-\$996,000		
Law ,Order and Public Safety				
Strategic Fire Breaks	-\$2,752	-\$2,752	Firebreaks not completed this year. Will be carried forward for completion 12/13.	MI to monitor
Total Law, Order & Public Safety Variation	-\$2,752	-\$2,752		
Health				
Staff Costs	-\$5,435	\$0	The Health Officer position has remained vacant for the bulk of this year. However these savings have been redeployed as part of the restructuring exercise undertaken following the removal of the post of Manager Development Services.	MI to monitor
Total Health Variation	-\$5,435	\$0		

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
Education & Welfare				
Community Development Officer	\$54,141	\$30,000	\$30,000 relates to expenditure where the grant income was received in the last financial year.	
Youth Program	\$9,387	\$0	Current spending not matched to income received. Overspend from Youth will be combined with underspend on Seniors to balance out.	
Seniors Program	-\$18,545	-\$10,000	Defensive Driving Course funding was not received. Result is that course not run.	
Total Education & Welfare Variation	\$44,983	\$20,000		
Housing				
Building maintenance - Non Staff Housing	-\$1,940	\$0	Budget will be used as apart of the refurbishment of the FROGS Early Learning Centre.	
Total Housing Variation	-\$1,940	\$0		
Community Amenities				
Waste Management Fees	-\$35,881	\$0	General Savings over all areas. Land fill rehabilitation reserve will be established at the end of the year.	MCS/MI to monitor.
Total Community Amenities Variation	-\$35,881	\$0		
Recreation & Culture				
Recreation Centre	\$18,004	\$4,000	Increased usage has resulted in more expenses being applied. Need to consider for 2012/13 budget.	MI to monitor
Recreation Centre Upgrade	-\$131,590	-\$51,700	Recreation Centre expenditure for this year lower than anticipated. As this is a capital project it will be carried forward to the new financial year.	
Total Recreation Variation	-\$113,586	-\$47,700		
Transport				
Street Lighting	-\$4,405	\$0	Expected to be fully spent at the year end.	MI to monitor.
Total Transport Variation	-\$4,405	\$0		
Economic Services				
Functions & Events	-\$746	-\$750	Functions & Events expenditure is seasonal hard to predict at start of financial year.	CEO/MI to monitor.
Total Economic Services Variation	-\$746	-\$750		

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
Other Property & Services				
Private Works	\$37,030	\$40,000	Actual level of activity within this area higher than anticipated which results in higher expenditure than originally budgeted for. This is offset by higher than anticipated income from private works currently \$82,000 over expectations.	MI to consider for next budget period.
Staff Training	\$3,705	\$3,705	Training supplied exceeded that of budgetary considerations.	
Recruitment Expenses	-\$1,349	-\$1,000	Recruitment activity lower than expected.	
Tyres & Batteries	-\$14,256	-\$3,000	Overall expenditure down.	
Fuel & Oil	-\$95,518	-\$50,000	Due to extended period of work on Mowen Road kilometres travelled lower than previous years which has resulted in decrease in fuel consumption.	MI to consider for next budget period.
Total Other Property & Services Variation	-\$111,123	-\$10,295		
Total Expenditure Variation	-\$1,113,886	-\$1,088,887		
Less Capital Carried Forwards	\$1,897,572	\$1,051,700		
Net Expenditure Variation	-\$241,064	-\$17,805		

Operational Income				
Income	Current	Expected	Comment	Management Action
	\$	\$		
General Purpose Revenue				
Royalties For Regions	\$802,875	\$800,000	Our 11/12 Regional claim is anticipated to arrive early in the 2012/13 financial year instead of earlier expectations of late 2011/12.	MCS to monitor closely.
Rates/Interims Income	-\$11,205	-\$11,205	A nominal sum has been included in the 2011/12 budget. Resulting in this year a higher than anticipated overall result.	MCS/FO to monitor.
Bank Interest Earned	-\$100,434	-\$100,000	Performance over the year has exceeded the budget and is consistent with performance for 2010/11. The budget for 2012/13 will be amended to reflect this higher level of income.	To be reflected in the 2012/13 budget.
Department of Transport Commission received	-\$5,879	-\$6,500	Commission based on number of transactions over the counter. Higher than anticipated transactions for this year.	MCS /FO to monitor.
Total General Purpose Variation	\$685,357	\$682,295		
Law ,Order and Public Safety				
Fines	-\$2,299	-\$2,300	Infringement notices issued higher than anticipated.	MI to monitor
Dog Registrations	-\$437	-\$450	Registrations higher than anticipated.	
Total Law, Order & Public Safety Variation	-\$2,736	-\$2,750		
Health				
General Licence Fees	\$1,524	\$1,600	Levels of licencing increased this financial year.	MI to monitor
Total Health Variation	\$1,524	\$1,600		
Education & Welfare				
Seniors	\$10,073	\$10,073	Defensive Driving grant not received as anticipated.	
Total Education & Welfare Variation	\$10,073	\$10,073		
Housing				
Staff Rentals	\$5,266	\$6,000	With reduction in management the number of staff rentals has decreased.	
Other rentals	-\$2,000	-\$2,000	Grange Rd properties let for first half of year.	
Total Housing Variation	\$3,266	\$4,000		
Community Amenities				
Waste Management Fees	-\$2,051	-\$2,500	Higher volume of commercial waste received than expected.	MCS/MI to monitor.
Town Planning Fees	-\$10,024	-\$10,500	Town Planning Income is higher than anticipated for this year.	CEO to monitor.
Total Community Amenities Variation	-\$12,075	-\$13,000		

Operational Income				
Income	Current	Expected	Comment	Management Action
	\$	\$		
Recreation & Culture				
Recreation Centre	-\$1,900	-\$2,000	Increased usage has resulted in higher income achieved. Need to consider for 2012/13 budget.	MI to monitor
Other Venue Hire Fees	-\$2,250	-\$2,500	Increased usage has resulted in higher income achieved. Need to consider for 2012/13 budget.	
Total Recreation Variation	-\$4,150	-\$4,500		
Transport				
Black Spot Funding	-\$289,250	\$0	This year Nannup Shire qualified for higher income than anticipated.	MI to monitor.
Mowen Road	-\$1,650,000	-\$270,000	This reflects a capital surplus which will be carried forward to 2012/13 year.	
Income from Rural Street Numbering	\$7,497	\$10,000	This project has not commenced and will not be undertaken before the end of the year.	MI to monitor.
Income from Crossovers	\$1,500	\$1,500	Less work within this area for this financial year.	
Total Transport Variation	-\$1,930,253	-\$258,500		
Economic Services				
Sale of materials	-\$4,028	-\$4,028	Higher sales than anticipated.	
Total Economic Services Variation	-\$4,028	-\$4,028		
Other Property & Services				
Private Works	-\$82,448	-\$85,000	Actual level of activity within this area higher than anticipated.	MI to consider for next budget period.
Total Other Property & Services Variation	-\$82,448	-\$85,000		
Total Income Variation	-\$1,935,471	-\$930,190		
Less Capital Carried Forwards	\$1,136,575	-\$560,000		
Net Carried Forward	-\$798,896	-\$1,490,190		

Net Result

	Current	Expected End of Year Position
<i>Income</i>	-\$199,095	-\$199,810
<i>Expenditure</i>	-\$121,064	\$17,803
Net Effect:	-\$320,159	-\$182,007

Expenditure

	Current	Expected End of Year Position
<i>Gross Operational Savings</i>	-\$1,518,636	-\$1,033,897
<i>Capital Savings to be c/fwd</i>	\$1,397,572	\$1,051,700
Net Effect:	-\$121,064	\$17,803

Income

	Current	Expected End of Year Position
<i>Gross Operational Savings</i>	-\$1,335,470	\$330,190
<i>Capital Savings to be c/fwd</i>	\$1,136,375	-\$530,000
Net Effect:	-\$199,095	-\$199,810

<i>Gross Operational Savings</i>	-\$2,854,106	-\$703,707
<i>Capital Savings to be c/fwd</i>	\$2,533,947	\$521,700
Net Effect disregarding Capital	-\$320,159	-\$182,007

ATTACHMENT 2

Analysis of Net Under/Overspend

<i>Expenditure</i>	<i>Current</i>	<i>Expected End of Year Position</i>
Election Expenses	\$1,122	\$1,100
Refreshments	\$1,642	\$2,500
Rating Valuations Expenses	-\$6,337	-\$6,000
Recoverable Expenses	-\$18,196	\$10,000
Strategic Fire Breaks	-\$2,752	-\$2,752
Staff Costs	-\$5,435	\$0
Community Development Officer	\$54,141	\$30,000
Youth Program	\$9,387	\$0
Seniors Program	-\$18,545	-\$10,000
Build Maintenance	-\$1,940	\$0
Recreation Centre	\$18,004	\$4,000
Street Lighting	-\$4,405	\$0
Functions & Events	-\$746	-\$750
Private Works	\$37,030	\$40,000
Staff Training	\$3,705	\$3,705
Recruitment Expenses	-\$1,349	-\$1,000
Tyres & Batteries	-\$14,256	-\$3,000
Fuel & Oil	-\$95,518	-\$50,000
Total Expenditure Variation	-\$44,448	\$17,803

<i>Income</i>	<i>Current</i>	<i>Expected End of Year Position</i>
Rates/Interims Income	-\$11,205	-\$11,205
Bank Interest Earned	-\$100,434	-\$100,000
DoT Commission received	-\$5,879	-\$6,500
Fines	-\$2,299	-\$2,300
Dog Registrations	-\$437	-\$450
General Licence Fees	\$1,524	\$1,600
Seniors	\$10,073	\$10,073
Staff Rentals	\$5,266	\$6,000
Other rentals	-\$2,000	-\$2,000
Waste Management Fees	-\$2,051	-\$2,500
Town Planning Fees	-\$10,024	-\$10,500
Recreation Centre	-\$1,900	-\$2,000
Other Venue Hire Fees	-\$2,250	-\$2,500
Income from Rural Street Numbering	\$7,497	\$10,000
Income from Crossovers	\$1,500	\$1,500
Sale of materials	-\$4,028	-\$4,028
Private Works	-\$82,448	-\$85,000
Total Income Variation	-\$199,095	-\$199,810

Net Non-Capital
Error

-\$182,007
\$0

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

<u>Operating</u>	Y-T-D Actual \$	Y-T-D Budget \$	2011/12 Budget \$	Variances Y-T-D Budget to Actual %
Revenues/Sources				
Governance	0	0	0	0%
General Purpose Funding	1,520,515	2,336,390	2,398,608	(35%)
Law, Order, Public Safety	117,294	203,869	269,158	(42%)
Health	3,244	1,826	2,000	78%
Education and Welfare	34,436	317,888	237,710	0%
Housing	16,449	19,756	21,560	(17%)
Community Amenities	107,430	98,014	99,900	10%
Recreation and Culture	12,149	5,676	6,200	114%
Transport	6,591,986	5,235,012	6,551,555	26%
Economic Services	24,137	25,938	30,296	(7%)
Other Property and Services	105,361	22,913	25,000	360%
	<u>8,533,001</u>	<u>8,267,282</u>	<u>9,641,987</u>	<u>3%</u>
(Expenses)/(Applications)				
Governance	(733,720)	(173,645)	(332,851)	323%
General Purpose Funding	(61,000)	(1,359,576)	(1,459,156)	(96%)
Law, Order, Public Safety	(274,669)	(262,235)	(336,392)	5%
Health	(29,120)	(29,131)	(44,372)	(0%)
Education and Welfare	(162,885)	(100,780)	(129,988)	62%
Housing	(31,346)	(40,678)	(57,066)	(23%)
Community Amenities	(280,444)	(397,605)	(475,565)	(29%)
Recreation & Culture	(284,724)	(370,919)	(491,799)	(23%)
Transport	(1,623,287)	(1,617,648)	(2,205,400)	0%
Economic Services	(90,625)	(137,816)	(176,723)	(34%)
Other Property and Services	304,201	21,069	(21,736)	1344%
	<u>(3,267,619)</u>	<u>(4,468,964)</u>	<u>(5,731,048)</u>	<u>(27%)</u>
Adjustments for Non-Cash (Revenue) and Expenditure				
(Profit)/Loss on Asset Disposals	(3,893)	0	8,344	0%
Depreciation on Assets	1,227,198	801,210	1,641,529	0%
Capital Revenue and (Expenditure)				
Purchase Land and Buildings	(287,988)	(532,707)	(552,740)	(46%)
Purchase Infrastructure Assets - Roads	(6,326,700)	(5,904,772)	(6,373,081)	7%
Purchase Plant and Equipment	(184,785)	(126,000)	(126,000)	
Purchase Furniture and Equipment	(9,163)	0	(25,000)	0%
Proceeds from Disposal of Assets	11,298	0	46,000	0%
Repayment of Debentures	(64,782)	(56,430)	(61,572)	15%
Self Supporting Loan Principal Repayment			(11,602)	
Restricted Cash	233,000			0%
Proceeds from New Debentures	0	0		0%
Leave Provisions	107,273	167,227	167,227	(36%)
Depreciation - Plant Reversal	0	0		0%
Accruals		19,301	19,301	(100%)
Transfers to Reserves (Restricted Assets)	0	(4,998)	(363,000)	0%
Transfers from Reserves (Restricted Assets)	0	123,000	433,050	0%
ADD Net Current Assets July 1 B/Fwd	860,681	860,681	155,347	
LESS Net Current Assets Year to Date	2,548,005	1,251,000	(14,044)	
Amount Raised from Rates	<u>(1,720,483)</u>	<u>(2,106,170)</u>	<u>(1,117,214)</u>	

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 31 MAY 2012

	2011/12 Actual \$	Brought Forward 01-July-2011 \$
NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,567,602	813,488
Cash - Restricted	233,000	685,297
Cash - Reserves	880,364	857,638
Receivables	353,255	345,202
Inventories	0	0
	<u>4,034,220</u>	<u>2,701,625</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(372,852)</u>	<u>(298,009)</u>
	3,661,368	2,403,616
Less: Cash - Reserves - Restricted	(1,113,363)	(1,542,935)
NET CURRENT ASSET POSITION	<u><u>2,548,005</u></u>	<u><u>860,681</u></u>

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012

<u>Operating</u>	Y-T-D Actual \$	Y-T-D Budget \$	2011/12 Budget \$	Variances Y-T-D Budget to Actual %
Revenues/Sources				
Governance	0	0	0	0%
General Purpose Funding	2,128,225	2,398,608	2,398,608	(11%)
Law, Order, Public Safety	117,368	269,158	269,158	(56%)
Health	3,244	2,000	2,000	62%
Education and Welfare	134,372	237,710	237,710	0%
Housing	17,741	21,560	21,560	(18%)
Community Amenities	109,893	99,900	99,900	10%
Recreation and Culture	12,723	6,200	6,200	105%
Transport	6,601,146	6,551,555	6,551,555	1%
Economic Services	24,137	30,296	30,296	(20%)
Other Property and Services	107,861	25,000	25,000	331%
	9,256,711	9,641,987	9,641,987	(4%)
(Expenses)/(Applications)				
Governance	(346,287)	(355,676)	(332,851)	(3%)
General Purpose Funding	(164,838)	(1,454,607)	(1,459,156)	(89%)
Law, Order, Public Safety	(276,187)	(334,521)	(336,392)	(17%)
Health	(42,481)	(43,893)	(44,372)	(3%)
Education and Welfare	(182,754)	(130,424)	(129,988)	40%
Housing	(46,647)	(57,087)	(57,066)	(18%)
Community Amenities	(372,675)	(474,719)	(475,565)	(21%)
Recreation & Culture	(486,337)	(488,691)	(491,799)	(0%)
Transport	(2,298,508)	(2,195,709)	(2,205,400)	5%
Economic Services	(137,721)	(173,985)	(176,723)	(21%)
Other Property and Services	398,630	(21,736)	(21,736)	(1934%)
	(3,955,805)	(5,731,048)	(5,731,048)	(31%)
Adjustments for Non-Cash (Revenue) and Expenditure				
(Profit)/Loss on Asset Disposals	(77,429)	8,344	8,344	0%
Depreciation on Assets	1,843,091	1,602,427	1,641,529	0%
Capital Revenue and (Expenditure)				
Purchase Land and Buildings	(310,673)	(552,740)	(552,740)	(44%)
Purchase Infrastructure Assets - Roads	(6,482,396)	(6,373,081)	(6,373,081)	2%
Purchase Plant and Equipment	(388,229)	(126,000)	(126,000)	0%
Purchase Furniture and Equipment	0	(25,000)	(25,000)	0%
Proceeds from Disposal of Assets	77,429	46,000	46,000	0%
Repayment of Debentures	(70,226)	(61,572)	(61,572)	14%
Self Supporting Loan Principal Repayment	20,076	19,722	(11,602)	2%
Proceeds from New Debentures	0	0	0	0%
Leave Provisions	0	167,227	167,227	(100%)
Depreciation - Plant Reversal	0	0	0	0%
Accruals	(2,056)	19,301	19,301	(111%)
Transfers (to)/from Reserves	546,142	70,050	70,050	0%
ADD Net Current Assets July 1 B/Fwd	860,681	860,681	155,347	
LESS Net Current Assets Year to Date	2,443,585	663,790	(14,044)	
Amount Raised from Rates	(1,126,269)	(1,117,214)	(1,117,214)	

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 JUNE 2012

	2011/12 Actual \$	Brought Forward 01-July-2011 \$
NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,743,876	813,488
Cash - Restricted	148,299	685,297
Cash - Reserves	882,432	857,638
Receivables	401,302	345,202
Inventories	0	0
	<u>4,175,908</u>	<u>2,701,625</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(701,593)</u>	<u>(298,009)</u>
	3,474,315	2,403,616
Less: Cash - Reserves - Restricted	(1,030,730)	(1,542,935)
NET CURRENT ASSET POSITION	<u><u>2,443,585</u></u>	<u><u>860,681</u></u>

**Shire of Nannup
Ordinary Council Meeting Agenda: July 2012**

AGENDA ITEM: 11.7
SUBJECT: Accounts for Payment
LOCATION/ADDRESS: Nannup Shire
FILE REFERENCE: FNC 8
AUTHOR: Tracie Bishop – Finance Officer
AUTHORISING OFFICER: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 13 July 2012

Attachment: Schedule of Accounts for Payment

BACKGROUND:

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

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.

Municipal Account

Accounts paid by EFT	3708 - 3817	\$569,474.73
Accounts paid by cheque	18905 - 18925	\$ 10,357.20
Accounts paid by direct credit	99318 – 99322	\$ 24,393.41

Trust Account

Accounts Paid by Cheque	Nil	\$ 0.00
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STATUTORY ENVIRONMENT: LG (Financial Management) Regulation 13

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple majority

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$604,225.34 in the attached schedule be endorsed.

SHIRE OF NANNUP
ACCOUNTS FOR PAYMENT - JULY 2012

Chq/EFT	Name	Description	Amount
EFT3708	CARLOTTA AG SERVICES	CONSTRUCT & FIT POSTS & RAIL FENCE	\$13,640.00
EFT3709	B & B STREET SWEEPING PTY LTD	HIRE OF STREET SWEEPER	\$3,217.50
EFT3710	JP REPAIRS	SUPPLY 4 TYRES	\$1,460.00
EFT3711	BUSSELTON RETRAVISION	2 X 32L MICROWAVES	\$598.00
EFT3712	SPLIT TEAM	SERVICE ON AIR CONDITIONING X11	\$1,161.60
EFT3713	BLACKWOOD VALLEY BUS SERVICE	CHARTER TO CHEESE FACTORY & LUDLOW FOREST	\$365.00
EFT3714	RODNEY LAWS	JALBARRAGUP BRIDGE CULTURAL INTERPRETATION	\$3,700.00
EFT3715	NANNUP PHARMACY	FIRST AID SUPPLIES	\$5.45
EFT3716	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$3,148.20
EFT3717	J M COMMUNITY DEVELOPMENT PROJECTS	STAGE 1 OF HEALTH NEEDS PROJECT	\$12,452.00
EFT3718	TRUCK CENTRE (WA) PTY LTD	WATER TRUCK TRANSFER FEE	\$4,950.00
EFT3719	WESTFLOW INVESTMENTS PTY LTD	GRAPHITE ROAD - ADDITIONAL WORKS	\$146,350.07
EFT3720	BUSSELTON IRRIGATION	BOWLING GREEN RETICULATION	\$22,400.00
EFT3721	DEBRA MAYRHOFER	CYCLE FRIENDLY DESTINATION ARTICLES	\$720.00
EFT3722	COASTAL MACHINERY PTY LTD	NEW COASTMAC TRAILER, CAGE & SPARE WHEEL	\$2,920.00
EFT3723	WONDAI ENGINEERS	TIME CAPSULE FOR OPENING OF FROGS	\$800.00
EFT3724	ARTIFEX	WORK CARRIED OUT FOR SHIRE OF NANNUP LPS	\$770.00
EFT3725	BUSSELTON MULTI SERVICE	EURO GOLD PLAQUE ENGRAVED - FROGS	\$71.50
EFT3726	PENNANT HOUSE	PVC BANNER - TERRACE	\$152.90
EFT3727	KIM DAWE CONCRETE	SUPPLY ALL MATERIALS AND LAY SHIRE DEPOT BUNKERS	\$14,128.00
EFT3728	DEAN GUJA	ENVIRONMENTAL HEALTH WORK	\$2,250.00
EFT3729	EVERYDAY GARDEN SUPPLIES	WHITE WASHED SAND FOR FROGS	\$485.10
EFT3730	SOILS AIN'T SOILS BUSSELTON	BRICKIES SAND -17 METRES	\$850.00
EFT3731	GEOGRAPHE SAWS & MOWERS	SUNDRY SUPPLIES	\$86.80
EFT3732	LANDGATE	RURAL UV GEN VALS	\$6,448.40
EFT3733	BARBARA DUNNET	RECOUP OF EXPENSES	\$4,052.74
EFT3734	DOBBIN DESIGN	FROGS PROJECT MANAGEMENT	\$3,723.50
EFT3735	DEPARTMENT OF FINANCE - SHARED SERVICES	RECOUP OF DIRECT COSTS	\$247.49
EFT3736	GREENWAY ENTERPRISES	BIGSHOT ROPE LAUNCHER & BIGSHOT 2 PIECE POLE	\$400.06
EFT3737	CHARLES GILBERT	EXPENSES RECOUP -	\$1,740.00
EFT3738	GUMPTION PTY LTD	FINAL PAYMENT (50%) FOR BRANDING	\$4,375.00
EFT3739	TOLL IPEC ROAD EXPRESS PTY LTD	DELIVERY FROM FULTON	\$816.69
EFT3740	JASON SIGNMAKERS	SIGNAGE	\$143.66
EFT3741	K & C HARPER	ROOF LEAK OVER KIOSK	\$1,023.00
EFT3742	MUIRS MANJIMUP	AIR FILTER	\$147.95
EFT3743	NANNUP NEWSAGENCY	POSTAGE AND STATIONERY COSTS	\$252.59
EFT3744	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING GOODS	\$344.13
EFT3745	NANNUP COMMUNITY RESOURCE CENTRE	1 X SELF INKING STAMP	\$75.00
EFT3746	FULTON HOGAN INDUSTRIES PTY LTD	EZSTREET PREMIX 22KG BAG	\$4,012.80
EFT3747	THE PAPER COMPANY OF AUSTRALIA PTY LTD	STATIONERY SUPPLIES	\$138.60
EFT3748	ROD'S AUTO ELECTRICS	SUPPLY PARTS - WORKING FLOOD LAMP & 8 GLOBES	\$131.76
EFT3749	RICOH BUSINESS CENTRE	PHOTOCOPIER BILLING JOB	\$685.61
EFT3751	SUGAR MOUNTAIN ELECTRICAL SERVICES	FORESHORE PARK - SWITCHBOARD & SUB-MAINS	\$4,989.57
EFT3752	STEWART & HEATON CLOTHING CO. PTY LTD	SAFETY WEAR	\$153.52
EFT3753	LOUISE STOKES	REIMBURSEMENT OF EXPENSES	\$649.34
EFT3754	WARREN BLACKWOOD WASTE	BIN PICK UPS & RECYCLING PICK UPS	\$7,960.40
EFT3755	WORTHY CONTRACTING	CLEAN UP STORM DAMAGE	\$1,430.00
EFT3756	SYNERGY	STREETLIGHTS	\$1,987.27
EFT3757	KERRIE YABSLEY	REIMBURSEMENT OF EXPENSES	\$140.10
EFT3758	MICHELLE EDWARDS	ART WORKSHOP 1	\$100.00
EFT3759	BUNBURY PAINTBALL	PAINTBALL EXCURSION	\$1,344.00
EFT3760	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$17,609.52
EFT3761	GLOBE SIGN COMPANY	6 X STICKERS & 700 ALUBOND SIGN	\$276.10
EFT3762	ROTA MOULDING PTY LTD	500L CFU SKID DUAL CAB RM REEL	\$4,367.00
EFT3763	EVELYN PATMAN	EXPENSE REIMBURSEMENT	\$222.36
EFT3764	NANNUP TOURISM ASSOCIATION INC	PURCHASE TIGER	\$19.80
EFT3765	JACKSONS DRAWING SUPPLIES PTY LTD	SUPPLIES FOR SCHOOL HOLIDAY WORKSHOPS	\$95.26
EFT3766	NANNUP SURVEYS	FEATURE SURVEY OF NANNUP VILLAGE AREA	\$2,475.00
EFT3767	JP REPAIRS	SUPPLY 8 X 205 R16 TYRES & 8 X 235/75/15 TYRES	\$2,560.00
EFT3768	VISIMAX SAFETY PRODUCTS	4 X LIGHTS - EFLARE AMBER & BASES	\$308.00
EFT3769	CPS WEAR PARTS	GRADER BLADE, CARBON	\$2,838.00
EFT3770	BLACKWOOD VALLEY BUS SERVICE	CHARTER BUS TO PAINT BALL GEELORUP	\$585.00
EFT3771	MANJIMUP BOUNCY CASTLES	1 BOUNCY CASTLE - FROGS OPENING	\$160.00
EFT3772	BROONS	HYDRAULIC CYLINDER LIFT ARM - HANDY HITCH ROLLER	\$1,007.95
EFT3773	THE B.I.G.N	CONTRIBUTION TO NANNUP CHRISTMAS LIGHTS COMP	\$200.00
EFT3774	AMR PAVING	INTERNMENT PLAQUE	\$120.00
EFT3775	SCANIA AUSTRALIA - BUNBURY OFFICE	L SERVICE COMPLETED & REPAIRS	\$3,199.45
EFT3776	HITACHI CONSTRUCTION MACHINERY AUST P/L	TIE ROD END	\$211.48
EFT3777	PJ & VL LAMERS	NANNUP CONNECT TO MANJIMUP & RETURN	\$350.00
EFT3778	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$2,791.80
EFT3779	MADER RICKARD CIVIL PTY LTD	REHAB RIVER RD & STOCKPILE GRAVEL GOLD GULLY RD	\$45,133.00
EFT3780	VIC SMITH	REIMBURSEMENT OF EXPENSES	\$38.00
EFT3781	CATHERINE STEVENSON	TRAILS PROJECT PLANNING	\$2,541.20
EFT3782	BUSSELTON MULTI SERVICE	ENGRAVE PLAQUE FOR AUSTRALIA DAY HONOUR BOARD	\$33.00

SHIRE OF NANNUP			
ACCOUNTS FOR PAYMENT - JULY 2012			
Chq/EFT	Name	Description	Amount
EFT3783	KIM DAWE CONCRETE	HITCHCOCK DR FOOTPATHS & INSTALL PIPES & GRATES	\$4,040.00
EFT3784	ALLMARK & ASSOCIATES PTY LTD	JALBARRAGUP BRIDGE PLAQUES	\$1,501.50
EFT3785	QUIN'S BAKEHOUSE	1 X SPONGE SLAB CAKE DECORATED	\$150.00
EFT3786	BRANDINO PTY LTD	DESIGN OF FLOOD TREE INTERPRETATION SIGN	\$990.00
EFT3787	MAMMOTH EQUIPMENT & EXHAUSTS	ECO BLUE 1000L FOR SCANIA TRUCKS (EMMISSIONS)	\$990.00
EFT3788	R F CROFT	WOODEN BOARDS - ENGRAVED PLAQUES FOR FROGS	\$194.00
EFT3789	BOYANUP BOTANICAL	QUANTITY OF PLANTS (POTS & TUBES)	\$309.92
EFT3790	BLACKWOODS	TROLLEY PORTABLE OIL SYSTEM & GUN OIL CONTROL	\$3,016.82
EFT3791	D & J COMMUNICATIONS	INSTALL 2 WAY RADIOS TO NEW TRANSIT & RANGER	\$860.20
EFT3792	CJD EQUIPMENT PTY. LTD.	SUNDRY SUPPLIES	\$1,660.30
EFT3793	GEOGRAPHE SAWS & MOWERS	CHIPPER 4.5 + ROAD TOWING PACKAGE	\$6,435.00
EFT3794	D & J MILLER (DO YOUR BLOCK CONTRACTING)	PICK UP SAND - MJMP & DELIVER TO FROGS	\$220.00
EFT3795	DOBBIN DESIGN	CONSTRUCT VERANDAH- REAR NANNUP TOWN HALL	\$24,950.00
EFT3796	EVERYDAY POTTED PLANTS	161 PLANTS	\$1,062.38
EFT3797	THE NANNUP FURNITURE GALLERY	1 WINE PRESENTATION BOX & 3 SHELVES FOR LIBRARY	\$255.00
EFT3798	THE GOOD FOOD SHOP	SUPPLY AFTERNOON TEA FOR 12 PEOPLE	\$50.00
EFT3799	GUMPTION PTY LTD	50% DEPOSIT FOR WEBSITE DESIGN	\$3,825.00
EFT3800	TOLL IPEC ROAD EXPRESS PTY LTD	DELIVERY EXPENSES	\$886.18
EFT3801	INSIGHT CCS PTY LTD	OVERCALLS FEE FOR MAY 2012	\$62.98
EFT3802	LOCAL GOVERNMENT MANAGERS AUSTRALIA	CERT IV PROJECT MANAGEMENT	\$2,119.00
EFT3803	MALATESTA ROAD PAVING	CATIONIC EMULSION CRS - 10 X 200L	\$2,800.00
EFT3804	MUIRS MANJIMUP	PURCHASE OF NEW FORD TRANSIT SINGLE C/C	\$107,221.26
EFT3805	NANNUP HARDWARE & AGENCIES	HERBICIDE & FERTILISER	\$10,254.64
EFT3806	NANNUP COMMUNITY RESOURCE CENTRE	NANNUP CONNECT PROJECT - PROJECT COMPLETION	\$2,233.00
EFT3807	NANNUP MUSIC CLUB INC	CONSUMABLES PURCHASED FOR OPENING OF FROGS	\$40.00
EFT3808	NANNUP LIQUOR STORE	WINE	\$380.28
EFT3809	ROD'S AUTO ELECTRICS	BATTERY CABLES, TERMINALS, GLOBES & JOINERS	\$588.69
EFT3810	SOUTH WEST FIRE	30 X 25MM HOSE REEL	\$1,261.48
EFT3811	SUGAR MOUNTAIN ELECTRICAL SERVICES	ELECTRICAL WORK	\$1,121.48
EFT3812	SOUTHWEST TYRE SERVICE	TYRE SUPPLIES	\$15,070.00
EFT3813	LOUISE STOKES	CATERING FOR OPENING OF FROGS	\$464.53
EFT3814	SOUTH WEST RUBBER STAMPS	STAMP - REGISTERED BUILDING SURVEYOR	\$102.85
EFT3815	WML CONSULTANTS	PROFESSIONAL FEE FOR SERVICES RENDERED	\$2,364.45
EFT3816	WALGA	MARKETFORCE ADVERTISING MAY 2012	\$326.57
EFT3817	LM & EA CROUCH	CULTIVATE LAWN AREAS - 3 HOURS	\$330.00
		Total EFT Vouchers for Period:	\$569,474.73
18905	TAHLIA NEWNHAM	FROGS OPENING - FACE PAINTING	\$25.00
18906	LORRAINE LEARMOND	ZUMBATOMIC SCHOOL HOLIDAY PROGRAM	\$200.00
18907	CALTEX ENERGY WA	205L RANDO HDZ 46	\$895.00
18908	JOAN SMITH	COMMUNITY ACTIVITIES	\$150.00
18909	JO LONGBOTTOM	COMMUNITY ACTIVITIES	\$150.00
18910	CITY OF BUNBURY	EMERGENCY MANAGEMENT CONFERENCE	\$242.00
18911	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$146.95
18912	SHIRE OF NANNUP	2 X CHANGE PLATES, 1 X PLATE REMAKE	\$73.00
18913	CHRIS WILLIAMSON	DESIGN AND SUPPLY ELLIS CREEK WALK TRAIL MARKERS	\$720.00
18914	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$2,063.14
18915	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$923.10
18916	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$596.93
18917	CHALLENGER	SUPERANNUATION CONTRIBUTIONS	\$311.04
18918	IAN ENGLERT	TUNE SHIRE'S PIANO	\$150.00
18919	STEVE BOAK	RE-IMBURSEMENT FOR TOWN HALL AUDIO CABLES	\$142.00
18920	BUNNINGS- BUSSELTON	PROVIDE PLANTS T- FROGS EARLY LEARNING CENTRE	\$937.34
18921	BOREHAM VALLEY NURSERY	4 X GOLD ASH & 4 X BRADFORD PEARS	\$118.80
18922	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$755.30
18923	SHIRE OF NANNUP	REGISTRATION OF NEW VEHICLES	\$882.60
18924	ST.JOHN AMBULANCE	HALL HIRE	\$825.00
18925	NANNUP BOWLING CLUB	HIRE OF BOWLING CLUB FOR AFTERNOON TEA	\$50.00
		Total Cheque Vouchers for Period:	\$10,357.20
99317	SG FLEET AUSTRALIA P/L	CESM LEASE VEHICLE	\$637.29
99318	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENT	\$6,281.03
99319	BP AUSTRALIA	FUEL EXPENSES	\$14,918.43
99320	CALTEX AUSTRALIA	FUEL EXPENSES	\$526.64
99321	TELSTRA	TELEPHONE EXPENSES	\$1,925.13
99322	WESTNET	INTERNET EXPENSES	\$104.89
		Total Direct Credit Vouchers:	\$24,393.41
		Total Municipal Payments for Period:	\$604,225.34

**Shire of Nannup
Ordinary Council Meeting Agenda: July 2012**

AGENDA NUMBER: 11.8
SUBJECT: Community Group Grants
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT:
FILE REFERENCE: FNC 9
AUTHOR: Vic Smith, Manager Corporate Services
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 12 March 2012

BACKGROUND:

A working group was convened on the 12 March 2012 to review the applications for the Shire Community Grants for 2012/13.

COMMENT

Below is a summarised list of applications.

Organisation	Reason For Request	Requested \$
Blackwood River Marketing Association	To undertake a television branding strategy, 30 sec ad of the Blackwood River Valley on GWN over a 5-6 week period.	\$1,000
Garden Village Committee	covering hall fees for Town Hall for set up and duration of Nannup Flower and Garden festival, chairs, trestles, banners and signage erected, bins, road closure signage, help with set up for Garden Party.	\$4,351
Nannup District High School	Graduation prizes	\$200
Community House	Purchase of 25 litre hot water system and installation, repair and paint ceilings in 2 rooms and re-gravelling of pathways.	\$2,542
RSL Hall	Upgrade of toilet facilities and building for establishment of Senior Citizens centre and community groups and activities	\$2,000
Nannup Historical Society	Purchase and installation of air conditioner	\$3,450
Nannup Music Festival	Shire venue hire, Council planning assistance from management & general staff assistance.	\$35,000
Carlotta Progress Association	Upgrade patio over outdoor meeting area	\$12,955
Total		\$61,498

The working group made the following observations in relation to the requests received:

- The Blackwood River Marketing Association request was partly recommended of \$600 as the Shire of Nannup is smaller than neighbouring

**Shire of Nannup
Ordinary Council Meeting Agenda: July 2012**

Shires. The Shire of Nannup makes a significant contribution to the Nannup Tourist Association through the upgrade of the caravan parks.

- It is recommended to support the Garden Village Committee request for funding of a reduced figure of \$3,500 against their requested \$4,351 due to budget constraints and in consideration of sustainable outcomes of events.
- It is recommended to support the RSL Hall for a reduced figure of \$1,500 from their requested \$2,000 due to budget constraints.
- It is recommended to support the Nannup District High School for graduation prizes of \$200.
- It is recommended to support the Nannup Historical Society a reduced figure of \$1,750 from their requested \$3,450 as it is viewed that the Association could contribute towards this project themselves.
- It is recommended to support the Community House request of \$2,542 as this building maintenance is the responsibility of Council.

In the budget approved on 28 June 2012 a sum of \$32,550 was allocated to fund community grants. The recommendations below reflect the views of the working group.

The request for works to Community House has been addressed by providing a sum of \$2,900 in the approved maintenance budget.

Although the request from the Carlotta Progress Association relates to a council-owned building no maintenance budget has been provided in 2012/13 as the building has been classed as "disposable" in the Asset Management Plan.

No recommendation by the working group has been made in respect of the request from the Nannup Music Festival.

The issues around these remaining two requests (Carlotta Progress Association and the Nannup Music Festival) will be addressed in a future report. However, as the request from the Garden Village Committee needs to be determined to allow the event to go ahead the other recommendations from the working group are presented today.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

\$7,550 is allocated to Community Organisations in the financial year 2012/13.

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That the following Community Group Grants be approved:

1. Blackwood River Marketing Association - \$600
2. Garden Village Committee - \$3,500
3. RSL Hall - \$1,500
4. Nannup District High School - \$200
5. Nannup Historical Society - \$1,750