



AGENDA

Council Meeting to be held
on Thursday 28 June 2012

Agenda

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
(previously approved)
3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Mr M Loveland

Q2. Was consultation taken out regarding the community garden?

A2. No planning approval was required and therefore public consultation was not required.

4. **PUBLIC QUESTION TIME**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**

Cr Dunnet application received for the period;
3rd July 2012 - 29th July 2012.

Cr Mellema application received for the period;
7th July 2012 - 19th 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 24 May 2012 be confirmed as a true and correct record.

- 9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION
- 10. REPORTS BY MEMBERS ATTENDING COMMITTEES
- 11. REPORTS OF OFFICERS

Agenda No.	Description	Page No.
DEVELOPMENT SERVICES		
11.1	Draft Bush Fire Hazard Strategy – seeking consent to publicly advertise	3
11.2	Higgins Swamp Structure Plan – submitted for adoption	13
WORKS & SERVICES		
11.3	Bushfire Advisory Committee Terms of Reference	19
11.4	Firebreak Order	20
11.5	Election of Officer Bearers(BFAC)	22
FINANCE & ADMINISTRATION		
11.6	Budget 2012/13	23
11.7	Budget Monitoring 2011/12	30
11.8	Count Me In Grant	34
11.9	Socio Economic Impact Assessment	36
11.10	Shire Branding	38
11.11	Aged Housing Plan	40
11.12	Accounts for Payment	41

- 12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
 - (a) OFFICERS
 - (b) ELECTED MEMBERS
- 13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
- 14. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
- 15. CLOSURE OF MEETING

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

Item withdrawn due to Consultants unable to able to attend the June
Council meeting.

Item to be re-scheduled to July 2012.

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

AGENDA NUMBER: 11.2
SUBJECT: Higgins Swamp Structure Plan – submitted for adoption
LOCATION/ADDRESS: Lot 701 Kearney Street, Lots 67 & 68 Warren Road and Lot 700 Higgins Street, Nannup
NAME OF APPLICANT: Martin Richards Town Planning and Project Management (Impact Urban Design)
FILE REFERENCE: TPL2/01
AUTHOR: Steve Thompson – Consultant Planner
REPORTING OFFICER: Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST: 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: 1. Draft Structure Plan report, previously received (available on request)
2. Submissions
3. Response by applicant to submissions
4. Structure Plan

BACKGROUND:

The purpose of this report is to advise the Council regarding the outcomes of the consultation period, consider issues raised and seek Council adoption of the *Higgins Swamp Structure Plan* subject to modifications.

At the Council Meeting of 26 April 2012, the Council passed the following motion, at minute No 8755:

“That Council:

1. Support the public release of the draft Higgins Swamp Structure Plan outlined in Attachment 1.
2. Require the draft Structure Plan 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 four weeks.
3. Will reconsider the draft Structure Plan following the close of the public submission period and will determine whether or not to approve the Structure Plan with or without modification.”

The publicly advertised Structure Plan and associated report are set out in Attachment 1. This provides background information which is generally not repeated in this report.

The Shire sought public comment on the draft Structure Plan for a four week period through:

- writing to and inviting comments from 28 adjoining/nearby landowners and 13 stakeholders and government agencies;
- placing public notices and details in local papers on multiple occasions;
- placing details on the Shire of Nannup website;
- placing a sign on the site; and
- information being available at the Shire office.

The Shire received 11 submissions on the draft Structure Plan which are provided in full in Attachment 2. The submissions from State Government departments and servicing agencies raise no objections and they typically provide standard advice. The submissions from neighbours and community members are overall supportive with only one submission raising an objection. The submissions from some neighbours and community members do however raise issues which are outlined later in this report.

The applicant has provided additional advice (Attachment 3) which responds to matters raised in the submissions.

The site is located immediately to the south of the Nannup town centre, generally bounded by Kearney Street to the north, Warren Road to the east, Higgins Street to the south and the rear boundaries of the lots fronting North Street to the west.

The site is zoned "Special Use (SU5)" in the Shire of Nannup Local Planning Scheme No. 3 (LPS3). The statutory conditions/special provisions for SU5 require the preparation of a Structure Plan prior to the local government considering planning applications. The Structure Plan and associated report have been prepared to satisfy the LPS3 requirement.

Key features of the Structure Plan include:

- it sets out preferred land uses/precincts which are residential (low and medium density), tourism, mixed use and conservation;
- an indicative internal access/movement network; and
- guiding provisions including the approach to servicing, addressing environmental assets, design and future planning.

Related to this current request, a Planning Application for 4 dwellings on Lot 67 was lodged late 2011 which was deferred pending approval of the Structure Plan. At this stage, the Structure Plan is intended to provide broad guidance for the future direction

of the site and to enable the local government to approve the 4 dwellings in a timely manner.

The Structure Plan is a precursor for more detailed planning initiatives. A more detailed Structure Plan will be required, with associated technical investigations (including geotechnical and stormwater management), which is approved by the Council and Western Australian Planning Commission prior to subdivision applications being approved for the site.

COMMENT:

It is suggested that the Council is now in a position to adopt the Structure Plan subject to modifications which are outlined below. Based on community and stakeholder feedback, there are limited concerns with the proposed land uses, densities, servicing requirements and broad design considerations.

The submissions raised matters and issues including (responses to the issues have been inserted after the comment in italics):

- the need for future development/subdivision to be connected to reticulated water and reticulated sewerage
refer condition 1g and comments from the Water Corporation
- the requirement to prepare and implement an Urban Water Management Plan
refer condition 1c
- concerns as to where the water supply is coming from
refer condition g and comments from the Water Corporation
- concerns that there will be an oversupply of residential land
the structure plan is a long term strategic document that allows for well planned development over the next decades
- impacts on the environmental values of Higgins Swamp
- opportunities for environmental enhancement of Higgins Swamp
Council will be looking at ways to enhance the Higgins Swamp
- need for appropriate drainage/stormwater management
refer condition 1c
- seeking to expand the development area of precinct LDR1 into precinct C1
refer condition 2
- the tenure of Higgins Swamp
- a need for greater detail with associated technical investigations undertaken
further approvals will be required on any further sub-divisions
- Residential R40 is too high a density and seek R10/15 density
- provision of greater flexibility for future development on Lot 68.

The report only deals with the comments received by the time of writing the report.

The site has planning merit for residential development and associated uses given it adjoins the town centre, is close to facilities, can be appropriately serviced, (although

there is a need for increased details in future planning stages for matters including how stormwater will be addressed) and if implemented, will provide an important boost to the development of Nannup.

Supported features of the Structure Plan and associated report include:

- providing an appropriate range of land uses that overall relate well to the site's opportunities and constraints;
- setting out that development is to be connected to reticulated sewerage;
- requiring cash in lieu payments for public open space (POS) rather than additional POS provision on site. There is POS nearby, on the southern side of Higgins Street, which is considered appropriate to accommodate local POS needs for future residents;
- minimising direct vehicular access to Warren Road;
- the provision of an internal north-south access through the site;
- setting out a possible need to prepare building and design guidelines; and
- providing the opportunity for a portion of the site to accommodate medium density housing (up to Residential R40). The site is considered to be well suited for medium density housing given its close proximity to the town centre and nearby community facilities. If approved and implemented, the site offers the potential to increase the variety in housing choice in Nannup including for aged persons and those seeking lower maintenance properties.

Subject to the Council decision, the applicant will modify the structure plan to the satisfaction of the Shire's Chief Executive Officer.

The Shire administration will shortly issue a planning approval for the 4 dwellings on Lot 67.

Should landowners on land subject to Special Use SU5 seek to subdivide, they will need to prepare and gain endorsement to a Structure Plan which is adopted by the Council and endorsed by the WAPC. As part of this, relevant technical investigation will be required. The Structure Plan will be subject to further community and stakeholder consultation.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005 and LPS3.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

There are no immediate financial implications for Council from this draft Structure Plan. As planning and design progress, it will be imperative that the landowners/developers install drainage systems that achieve effective stormwater control that meet best practice environmental standards and which ensure lower operating costs for Council. The Council should, in-time, adequately increase budget accounts to ensure that infrastructure is appropriately maintained.

The landowners/developers will meet the cost of providing new infrastructure to service future development and lots in accordance with State Planning Policy.

STRATEGIC IMPLICATIONS:

The site forms part of Policy Area No. 1 – Townsite in the *Shire of Nannup Local Planning Strategy*. The Strategy's recommendation for the policy area is that urban consolidation is encouraged subject to issues of effluent disposal and flooding being addressed where relevant. The site is outside of the 1 in 100 ARI floodplain.

The site represents a logical area to accommodate new development in Nannup.

RECOMMENDATION:

That Council:

1. Adopt the Higgins Swamp Structure Plan as set out in Attachment 1 subject to:
 - A) showing a truncation at the intersection of Warren Road/Kearney Street and a truncation at the intersection of Warren Road/Higgins Street;
 - B) provision 5a to be reworded from "Direct vehicle access will not be supported by the Shire" to "Other than the existing crossover on Lot 68 plus a crossover to serve the dwelling on Lot 68, direct vehicular access from Warren Road will not be supported by the Shire";
 - C) adding a provision 5d "An Urban Water Management Plan is to be prepared and implemented at the subdivision stage prior to the creation of new titles";
 - D) adding a section in the report relating to compliance with *Liveable Neighbourhoods*;
 - E) replacing MDR2 and MDR3 with "Development Site (Future Use and Development Form to be determined)" for Lot 68 with the boundaries to be consistent with the advertised structure plan;
 - F) adding rationale regarding the Council's support for seeking cash-in-lieu payments for public open space;

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

- G) modifying the report to outline there are options for servicing the land with reticulated sewerage rather than the site being reliant on extending the existing sewer in North Street; and
 - H) addressing minor grammatical changes e.g. correction to Nannup Timber references and adding a glossary of abbreviations.
2. Advise Mr. Michael Heffernan that the Council will consider the opportunity to expand the development area of precinct LDR1 into precinct C1, should it be demonstrated to the satisfaction of the Council that the land is both suitable and capable of development. This justification will need to be provided in a detailed Structure Plan.
 3. Note the Shire administration will determine the planning application for the four dwellings on Lot 67 Kearney Street subject to Council adoption of the structure plan.
 4. Advise the applicant and submitters of the above.

WORKS & SERVICES

AGENDA NUMBER: 11.3
SUBJECT: Bushfire Advisory Committee Terms of Reference
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: Terese Levick-Godwin
FILE REFERENCE: FRC 1
AUTHOR: T LEVICK-GODWIN
AUTHORISING OFFICER: Chris Wade – Manager Infrastructure
DISCLOSURE OF INTEREST:
DATE OF REPORT: 6 2 2012

Attachment: Bushfire Advisory Committee Terms of Reference 2012

BACKGROUND:

The objectives of the Bushfire Advisory Committee Terms of Reference document are;

To assist Council in the effective management of Bush Fire related activities in the district through the following methods:

- Prevention of Bushfires;
- Preparedness for Bushfire situations,
- Response to bushfire situations, and
- Recovery from bushfire situations

Recommendations from the Committee will assist Council in managing all bushfire related activities throughout the district.

COMMENT:

The Terms of Reference for the Bushfire Advisory Committee have not been reviewed since 2009; the main change to the document is to remove the names of the Committee membership and replace them with the Organisational representative names, this also applies to the Support Officer positions.

STATUTORY ENVIRONMENT: Local Government Act

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That the amended Bushfire Advisory Terms of Reference are endorsed by Council.

**Shire of Nannup
Bush Fire Advisory Committee**



Terms of Reference

1.0 Introduction

The Council of the Shire of Nannup (hereinafter called “the Council”) hereby establishes a committee under the powers given in Section 5.8 of the Local Government Act 1995, such committee to be known as the Bush Fire Advisory Committee (hereinafter called the “Committee”).

The Council appoints to the Committee those persons whose names appear in section 6.0 herein. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Council's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policies adopted from time to time by the Shire of Nannup.

2.0 Name

The name of the Committee shall be the **Bush Fire Advisory Committee**.

3.0 Objectives

To assist Council in the effective management of Bush Fire related activities in the district through the following methods:

- Prevention of Bushfires;
- Preparedness for Bushfire situations,
- Response to bushfire situations, and
- Recovery from bushfire situations

Recommendations from the committee will assist Council in managing all bushfire related activities throughout the district.

4.0 Duties and Responsibilities of the Committee

The duties and responsibilities of the committee will be to:

4.1 Advise Council on the establishment and maintenance of volunteer bushfire brigades throughout the district.

4.2 Advise Council on required resource levels for adequate district fire protection in conjunction with FESA.

4.3 Advise Council on issues of compliance with the Bushfires Act 1954.

4.4 Establish and maintain high levels of communication and co operation with the Department of Environment and Conservation and other various bushfire stakeholders in respect of the key committee objectives.

4.5 Advise Council on the preparation and adoption of the Bush Fire Management Plan required under the Emergency Management Act 2005.

4.6 Make recommendations to Council on district bushfire issues.

5.0 Powers of the Bush Fire Advisory Committee

The committee is a formally appointed committee of Council and is responsible to the Council. The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated responsibility.

The committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its Objectives and Duties and Responsibilities. This is in order to facilitate informed decision making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

5.1 General Powers

The Committee has the power to co-opt persons to attend the Committee meetings from time to time to assist the Committee in its functions, but does not have the power to appoint members to the Committee. Co-opted persons do not have voting rights.

5.2 Specific Powers

The Committee has no delegated powers under the Local Government Act and is to advise and make recommendations to Council only.

6.0 Membership

In accordance with Section 5.10 of the Act, the Bush Fire Advisory Committee shall consist of 14 members, comprised of the following persons:-

- Elected Member
- Elected Member
- Chief Bushfire Control Officer
- Deputy Chief Fire Control Officer
- Balingup Road Fire Control Officer
- Carlotta Fire Control Officer
- Cundinup Fire Control Officer
- Darradup Fire Control Officer
- East Nannup Fire Control Officer
- Nannup Brook Fire Control Officer
- North Nannup Fire Control Officer
- Peerabeelup Fire Control Officer
- Scott River/Jasper Fire Control Officer

Volunteer Fire and Rescue Service Representative

The members shall be the only members to have full voting rights.

Supporting Officers (no voting rights)

CESM
FESA District Manager
WAPRES Representative
Forest Products Commission Representative
Bunbury Tree Farms Representative
PF Olsen Representative
Bunbury Fibre Representative
Australian Bluegum Plantation Representative
DEC Representative

7.0 Selection Criteria

In making their selection for the community/organisation members of this Committee, Council shall take into account the following:

- 7.1 Relevant past or present experience in the area of bush fire control,
- 7.2 Role of the organisation being represented,
- 7.3 Evidence of a positive commitment or involvement with the relevant emergency management organisation or brigade,
- 7.4 Quality of networks within the Nannup community.

8.0 Meetings

The committee shall meet three times a year or more often if required. Additional meetings shall be convened at the discretion of the presiding person.

- 8.1 Notice of meetings including an agenda shall be given to members at least 3 days prior to each meeting. If an emergency situation or circumstances require the Chairman may exercise a lesser notice than 3 days.
- 8.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, and the Council may appoint a replacement for the balance of the term of appointment.
- 8.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 5 business days after each

meeting, provide the committee members and Council with a copy of such minutes.

- 8.4 All elected members and FCO's of the Committee shall have one vote. If the votes of the members present are equally divided, the person presiding can cast a second vote.

9.0 Reporting

Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

10.0 Presiding Member

The Committee shall be chaired by a Council elected member or his/her Deputy. The Elected Council Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Local Government Act 1995 and any Council policies, procedures or standing orders which may be in force from time to time.

11.0 Quorum

Quorum for a meeting shall be at least 50% of the number of offices (simple majority), whether vacant or not. A decision of the Committee does not have effect unless it has been made by a simple majority. (Quorum requirement = 7 members).

12.0 Delegated Powers

The Committee has no delegated powers under the Local Government Act 1995 and is to advise and make recommendations to Council only.

Note that during an emergency situation the protocols contained within the Shire of Nannup Emergency Management Arrangements and Bush Fire Management Plan may see action implemented at an administrative level involving this committee. That action is in accordance with the roles and responsibilities delegated to the CEO of the Shire and/or the Local Emergency Management Arrangements.

13.0 Disclosure of Interests

Committee members are required to disclose a direct or indirect financial interest or a proximity interest in any matter that is relevant to the member or relevant to a person with whom the member is closely associated.

Shire employees are to disclose interests relating to any delegated functions of the Committee. A member has a financial interest in a matter if it is reasonable to expect that the matter will, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

A member has a proximity interest if the matter concerns a proposed change to a planning scheme, zoning or use of land, or a proposed development of land that adjoins the member's land.

The reference to an indirect financial interest of a member in a matter refers to a financial relationship between a member and another person who requires a local government decision in relation to the matter.

Division 6 – Disclosure of Financial Interests of the Local Government Act 1995 should be referred to in relation to disclosure of interests and their application and conversely, when some interests need not be disclosed.

The Shire Officer will provide guidance to Committee members at the time of disclosure. If in doubt, members are requested to err on the side of caution and submit a disclosure of interest form.

14.0 Termination of Committee and its Members

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995; and
- b) at the direction of Council.

The term of the appointment of a Committee member continues until the member is removed from the Committee, the position becomes vacant (eg through member resignation), the Committee is disbanded, or the next ordinary election day – whichever happens first.

15.0 Amendment to the Terms of Reference

This document may be altered at any time by Council.

Adopted by Council: 22 October 2009

16.0 Committee Decisions

Committee decisions shall not be binding on Council.

17.0 Officer(s) Responsible for Management of Committee

The following officers of the Shire of Nannup are responsible for the administration of this committee:

Principal Shire Officer Community Emergency Services Manger

Specifically, the Shire Officer is responsible for the following matters:

- Any administrative tasks required to ensure the proper and smooth operation of the committee.

18.0 Governing Legislation, Policies, Procedures and Standing Orders

This Committee is governed by:

- Section 5.3 of the Local Government Act 1995, Subdivision 2 – *Committees and their meetings* (parts 5.8 to 5.18)
- Schedule 2.3 of the Local Government Act 1995 *When and how mayors, presidents, deputy mayors and deputy presidents are elected by council*
- Bush Fires Act 1954
- Shire of Nannup's *Code of Conduct*
- Shire of Nannup's *Guidelines on the Debate of Motions Before Council*
- Shire of Nannup's *Committees Guidelines*

**ROBERT JENNINGS
CHIEF EXECUTIVE OFFICER
7 MAY 2012**

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

AGENDA NUMBER: 11.4
SUBJECT: Firebreak Order
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: T Levick-Godwin
FILE REFERENCE: FRC 1
AUTHOR: T Levick-Godwin
AUTHORISING OFFICER: Chris Wade – Manager Infrastructure
DISCLOSURE OF INTEREST: N/A
DATE OF REPORT: 22 May 2012

Attachments: Annual Fuel Reduction Notice – Separate Cover

BACKGROUND:

In 2009 the Bushfire Advisory Committee (BFAC) recommended to Council that firebreaks should be implemented across the whole of the Nannup Shire, this was not supported by Council.

Since 2009 there have been minor changes in the Annual Firebreak Order and over the last few seasons the firebreak compliance level has improved however, there have been a number of requests for clearer information from the landowners and the general community for more clarity in the Firebreak Order.

A Firebreak Working Party was formed to assist with the Firebreak revision which is to be carried out across the Shire. The working group comprised of two Councillors four Fire Control Officers, the Manager Infrastructure and the CESM/Chief Bushfire Control Officer.

The outcome of these Working Group meetings was the revised Firebreak Order, including the changes discussed at the BFAC meeting and the resulting document is attached.

COMMENT:

Considerable discussion has taken place, both at the Working Group Meeting and the BFAC, regarding the Annual Firebreak Order which will be renamed the Annual Fuel Reduction Notice. This will be consistent with industry best practice, and it should be noted that WALGA are developing a uniform firebreak order that can be used by Local Governments.

The Annual Fuel Reduction Notice booklet will be included with the rates notices and the Information Booklet which are sent out each year after the Council Meeting when the budget is adopted and the rates are set.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

The financial implications are dependent on the budget recommendations to Council in a later item in this agenda.

STRATEGIC IMPLICATIONS:

Changes from the Annual Firebreak Notice to the Fuel Reduction Notice, firebreaks across the whole of the Shire

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That the altered Firebreak Order which has been renamed the Fuel Reduction Notice and which was supported at the BFAC meeting on 14 May 2012, be endorsed by Council.

AGENDA NUMBER: 11.5
SUBJECT: Election of Officer Bearers
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: Terese Levick-Godwin
FILE REFERENCE: FRC 1
AUTHOR: T LEVICK-GODWIN
AUTHORISING OFFICER: Chris Wade – Manager Infrastructure
DISCLOSURE OF INTEREST:
DATE OF REPORT: 23 5 2012

Attachment: Minutes of the 14 May Bushfire Advisory Committee meeting

BACKGROUND:

At the Bushfire Advisory Committee (BFAC) meeting in May of every year an election is held for the Chairperson, the Chief Bushfire Control Officer and the Deputy Chief Bushfire Control Officer.

Mr J Patman, Fire Control Officer Darradup Brigade indicated his willingness to perform the role prior to the meeting.

COMMENT:

Mr Patman was voted in as Chief Bushfire Control Officer at the 14 May BFAC meeting. The Deputy Chief Bushfire Control Officer position was unable to be filled.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That Council endorse the appointment of Mr John Patman as Chief Bushfire Control Officer.

Bush Fire Advisory Committee and AGM

Monday 14 May 2012, 7.30pm Nannup Shire Function Room

MINUTES

1. OPENING

Cr R Mellema opened the meeting at 7.30pm

2. ATTENDANCE & APOLOGIES

Attendance:

Mr M Cole– Carlotta Bush Fire Brigade
Mr J Gaunt – Bidellia Bushfire Brigade
Mr M Scott – Balingup Bushfire Brigade
Ms T Levick-Godwin –Chief Bushfire Control Officer/CESM
Mr V Lorkiewicz – East Nannup Bushfire Brigade
Mr G Brown – Cundinup Brigade
Mr J Carter – Department of Environment and Conservation (DEC)
Mr D Boothey – Department of the Environment and Conservation (DEC)
Mr D Vines – Scott River Lake Jasper Bushfire Brigade
Mr G Crothers – Nannup Brook Bushfire Brigade
Mr F Henderson – WAPRES
Mr S Pickering – Bunbury Fibre Plantation
Mr R Mellema – Council Representative
Mr D Austin – FESA LSW
Mr J Patman – Darradup Bushfire Brigade
Mr A Kidd– North Nannup Brigade
Mr P Lamers – North Nannup Brigade
Mr C Wade – Infrastructure Manager
Mr J Tillman – Regional Director FESA LSW

Apologies:

Mr K Rogers – Deputy Chief Bushfire Control Officer
Mr R Walters – WAPRES

3. CONFIRMATION OF PREVIOUS MINUTES 9 MAY 2011

M COLE/M SCOTT

That the minutes of the meeting of the Bush Fire Advisory Committee held on 6 February 2012 be confirmed as a true and correct record.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

N/A

5. REPORTS

5.1 Chief Bush Fire Control Officer – Terese Levick-Godwin

Please find in the Bushfire Advisory Committee Meeting Agenda for 14 May 2012

5.2 FESA Mr D Austin – District Manager FESA Lower South West Region

Daniel Austin BFAC Report for May 2012

It has been a very significant fire season. The Milyeannup fire is believed to be the biggest fire in the South West in over 50 years. For most involved it was 4 weeks of continued deployment, for those close to the fire, it was many more than that.

Across the board we have responded to fires in every Shire from every Shire.

The Dept of Premier & Cabinet has engaged an external consultant to undertake a PIA into the Margaret River & Milyeannup fires. We are aware that they have been speaking to a range of people, including some public meetings in both Margaret River and Nannup. We understand that they have also been talking to each of the Shires.

State budget will come down later this month and this will hopefully provide the CEO with the resources required to undertake the restructure of the organisation as he sees fit. The Keely report into Margaret River and subsequent Ministerial Statement has provided us with a lot of work to do. There are still many unknowns at this stage. DO Danny Mosconi has assumed a role as project officer of the Capes Project as a permanent role from now until about October at this stage. Should anyone have heard anything or have any questions about the issues over there please contact Danny.

As the fire season comes to a conclusion, we would like to take the opportunity to say thank you once again for what has been a busy season, particularly in the LSW. We have seen crews deployed to almost every corner of the Region this year, in many trying circumstances. So to not only the volunteers, but also the families (wives, husbands, partners and children) without whom, your commitment would not be possible – THANK YOU

5.3 DEC – Mr D Boothey

It has been a trying year for the Blackwood District with the escapes from burns back in November and the catastrophic consequences that resulted.

1. The effect on the general public
2. The consequences for those affected
3. Toll on many of our staff will have far reaching effects.
4. It has been recognized that our department needs an injection of youth to gain experience
5. An injection of money to achieve longevity in the workforce.

This is all totally reliant on the Government for an injection of funds. The outlook is unfortunately further cut backs and maybe the demise of our Department as a Fire Management Agency. We would once again thank the brigades for their invaluable support and hope we can continue our relationship for the years to come.

5.4 WAPRES

Report from WAPRES - Russell Walters - Regional Forester and Fire Manager - Manjimup

Fire Season Summary

- WAPRES and Bunbury Fibre Plantations were heavily involved at the Milyeannup Fire with assistance provided at shift changes from Australian Bluegum Plantations, New Forest, Elders Forestry, and Bunbury Treefarm Projects in the Nannup Shire over a long 10 day/night period. The utilisation of our resources on the fireground was not always well coordinated however the overall aim to protect assets and contain the fire was eventually met under trying circumstances. The end result of only losing approx. 50 hectares of ABP estate was a major win for the Growers.
- The role of nominating a Plantation liaison Forester was initiated this fire season and worked at the Incident Control centres at Kirup, Margaret River and Northcliffe to manage the Growers resources and provide information to ensure our Treefarm investments were protected. We see this as a key role that needs to be implemented at all Incidents where Plantation Estates are threatened.
- We provided crews at the Ellis Creek Fire over 3 shifts, excellent outcome of containing fire in very steep country due largely to the Bulldozer operators on day 1.
- We attended the East Nannup Fire which was a lucky outcome on a windy day. Good response from Brigades.

New Firebreak Order

WAPRES would have preferred to have assisted with input to the review group as a major Plantation Grower in the Shire however we have some comments on proposed new notice:

4. Plantations

- The statement requiring removal of stumps after the Plantation is exited by the landowner is extremely unfair and illogical. Providing debris is burnt or removed and stumps are prevented from reshooting (Bluegums) there will be no fire risk and it ceases to be a Plantation. There are properties at this stage across Local Authorities including Nannup where landowners are returning to grazing with stumps still existing and in time they will remove them or let rot away.
WAPRES request this wording is removed.
- Boundary Firebreaks requiring a vertical clearance of 5 metres is outside the **Guidelines for Plantation Fire Protection**. This document has only been recently released after many years of negotiation and is the accepted standard which **WAPRES requests that the Shire change height to a standard 4metre vertical clearance as stated in guidelines.**
- WAPRES would encourage the review group **to adopt the Guidelines for Plantations** as it has specific sections relating to numerous setbacks that the Industry has agreed and conforms to Planning requirements. It also covers all species of Plantations timber currently grown.

5.5 Bunbury Fibre Plantation – Mr S Pickering RE-ESTABLISHMENT PROGRAM – SCOTT RIVER

Re-establishment operations at Scott River continue with burning operations completed without incident. Further considerations needs to be given to the timing of the commencement of the restricted and open seasons to align with general site conditions.

2012 — 2013 ANNUAL FIREBREAK NOTICE

BFP has recently received the 2012 – 2013 annual firebreak notice. We have been informed that the firebreak consultative committee have formulated the new firebreak notice. We provide the following comments

1. It was disappointing that neither WAPRES nor BFP were consulted in the drafting of the final notices particularly in the area of firebreak widths. There are financial ramifications with imposing retrospective rulings over plantation growers and landowners with two (2) rotation contracts which have had Shire planning approval.

ITEM 4- PLANTATIONS specifically page 8 in reference to 15.0 metre firebreaks.

“These new measures shall apply to all new plantations and the replanting of plantations”.

We ask that the wording be amended to reflect the recognition of two rotation contracts which have had Shire development Planning Approval with the following wording amendment.

“These new measures shall apply to all new plantations, the replanting of plantations and renegotiated lease agreements in the case of bluegum plantings”

2. We note additional wording, highlighted in red text, has also been added to Item 4 - Plantations description.

“unless it has been clear felled and all evidence of the former plantation have been removed, including stumps, prunings, branches and other accumulated tree litter and logging residue”

We are of the opinion that a stump filled paddock does not necessarily warrant it being considered as “a plantation” as described in the opening description text. Most bluegum plantations are established on pastured farmland and following clear felling and debris management, will return back to a pastured situation with stump impediments.

Nannup Shire have a prudent example of this very situation on location 4275 on Governor Broome Road on an ex blue gum plantation (Hartridge). The site is clear of all pruning's, branches and other accumulated tree litter and logging residue however, stumps remain onsite. The property is now a functional dairy farm. To place a 15.0 metre firebreak order in this situation is extreme and unwarranted.

I suggest the that this added text be amended with the **removal of**

“evidence of the former plantation have been removed, including stumps,” to read

“unless it has been clear felled and all prunings, branches and other accumulated tree litter and logging residue have been removed”

The word “evidence” is a strong word and used in the notice, predicates something that is unlikely to ever be achieved.

6. Election of Office Bearers –
Please see Agenda item attachment.

7. GENERAL BUSINESS

7.1 Firebreak Order

Considerable discussion occurred regarding the Firebreak Order, in particular, regarding the Rural Land - Managed, Unmanaged lands and Plantations sections. The completed Firebreak Notice, renamed the Annual Fuel Reduction Notice is included with the minutes.

*Please note; to counter the problem of the **Over 4 hectares** in the Rural Land section of Managed and Unmanaged Land, the Over 4 Hectare specification has been removed. This will assist with the conformity of the firebreaks including Special Rural Land; any land under 4 hectares in the Rural Land section will be treated as either Managed or Unmanaged Land.*

If the FCOs' do not think this will work, please let the CESM know as soon as possible as the Fuel Reduction Notice will go to Council in June 2012 to be endorsed.

7.2 Terms of Reference

Please see attached Agenda item attachment.

7.3 Tower Road Fire

Discussion was held regarding the Tower Road fire, reference was made to the possibility of FESA being able to influence Western Power in speeding their response times when attending a fire that has been caused by a failure in their infrastructure. Mr Austin stated that attempts had been made in the past and that FESA had no influence in Western Power's response capability.

Mr Austin suggested that a Western Power representative could be invited to the next BFAC meeting resulting in the following motion;

That an invitation be issued to Western Power to attend the Bushfire Advisory Committee meeting on Monday 10 September 2012, that in the invitation, information on the issues experienced in Nannup are substantiated, including information on pole top fires.

It was suggested by Mr Wade that a request be made to the CEO to write a letter to Mr Tim Hunter of Western Power to accompany the invitation.

M SCOTT/D VINES

CARRIED

7.4 Incident and Near Miss

Discussion on the Incident and Near Miss forms took place and extra forms were given to the FCOs'. If any FCO does not have the forms or needs extra, please ask the CESM to supply them. A representative for Occupational Safety and Health will be sought for the Volunteer Bushfire Brigade Fire Fighters.

7.5 Ellis Plantation Fire

The FCO of the Balingup Road Brigade Mr M Scott, extended his thanks to all of the Brigades who attended the Ellis Plantation fire, the efforts of the Brigades were very much appreciated.

7.6 Outgoing Chief Bushfire Control Officer

The outgoing Chief Bushfire Control Officer, Terese Levick- Godwin would like to extend her appreciation and thanks to all of the Deputies, FCOs' and the Brigades for the considerable hard work that has occurred particularly over the last two fire seasons.

A special thank you to Mr Mal Cole is extended for his time, patience and generosity during the requests for information during the last 3 years.

8 NEXT MEETING

The next meeting will be held on Monday 10 September 2012 at 7.30pm in the Shirley Humble Room.

9. CLOSURE

The Chairperson declared the meeting closed at 10.05pm.

BFAC Meeting Minutes

AGENDA NUMBER:
SUBJECT: Terms of Reference
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: Terese Levick-Godwin
FILE REFERENCE: FRC 1
AUTHOR: T LEVICK-GODWIN
AUTHORISING OFFICER: Chris Wade – Manager Infrastructure
DISCLOSURE OF INTEREST:
DATE OF REPORT: 6 2 2012

Attachments; Terms of Reference 2012

BACKGROUND

The objectives of the Terms of Reference document are;

To assist Council in the effective management of Bush Fire related activities in the district through the following methods:

- Prevention of Bushfires;
- Preparedness for Bushfire situations,
- Response to bushfire situations, and
- Recovery from bushfire situations

Recommendations from the Committee will assist Council in managing all bushfire related activities throughout the district.

COMMENT:

The Terms of Reference for the Bushfire Advisory Committee have not been reviewed since 2009; the main change to the document is to remove the names of the Committee membership and replace them with the Organisational representative names, this also applies to the Support Officer positions.

STATUTORY ENVIRONMENT: Local Government Act

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

G BROWN/M SCOTT

That the amended Bushfire Advisory Terms of Reference are accepted by the Committee and that Council endorse the amended Terms of Reference.

VOTING REQUIREMENTS: Simple majority.

AGENDA NUMBER:
 SUBJECT: Firebreak Order
 LOCATION/ADDRESS: Nannup
 NAME OF APPLICANT: T Levick-Godwin
 FILE REFERENCE: FRC 1
 AUTHOR: T Levick-Godwin
 AUTHORISING OFFICER: Chris Wade – Manager Infrastructure
 DISCLOSURE OF INTEREST:
 DATE OF REPORT: 22 May 2012

Attachments; Annual Fuel Reduction Notice

BACKGROUND

In 2009 the Bushfire Advisory Committee (BFAC) recommended to Council that firebreaks should be implemented across the whole of the Nannup Shire, this was not successful at the Council meeting and the Officer recommendation was for it not to proceed.

Since 2009 there have been minor changes in the Annual Firebreak Order and over the last few seasons the firebreak compliance level has lifted however, there have been a number of requests for clearer information from the property owners who have been infringed and also from the community for more clarity in the Firebreak Order.

In the February 2012 BFAC meeting, the following proposal occurred after the close of the meeting;

- ***That a Firebreak Working Party be formed to assist with the Firebreak revision which is to be carried out across the Shire. This committee should comprise of two Councillors – Mr R Mellema and Mrs S Camarri, three Fire Control Officers, the Works Manager and the CESM/Chief Bushfire Control Officer.***

Mr V Lorkiewicz consequently asked to be included on the Firebreaks Working Group and the Group met three times before the May 2012 meeting.

The outcome of these Working Group meetings was the revised Firebreak Order, including the changes discussed at the BFAC meeting and the resulting document is attached.

COMMENT:

Considerable discussion has taken place, both at the Working Group Meeting and the BFAC, regarding the Annual Firebreak Order which will be renamed the Annual Fuel Reduction Notice.

The Annual Fuel Reduction Notice booklet will be included with the rates notices and the Information Booklet which are sent out each year after the August Council Meeting.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: \$12,500

STRATEGIC IMPLICATIONS: Changes from the Annual Firebreak Notice to the Fuel Reduction Notice –

RECOMMENDATION:

J PATMAN/R MELLEMA

CARRIED

That the revised Firebreak Order with the additional changes discussed at the BFAC meeting on 14 May 2012 is supported and recommended to Council.

VOTING REQUIREMENTS: Simple majority.

AGENDA NUMBER:
SUBJECT: Election of Officer Bearers
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT: Terese Levick-Godwin
FILE REFERENCE: FRC 1
AUTHOR: T LEVICK-GODWIN
AUTHORISING OFFICER: Chris Wade – Manager Infrastructure
DISCLOSURE OF INTEREST:
DATE OF REPORT: 23 5 2012

Attachments; Position Description for Chief Bushfire Control Officer and CESM

BACKGROUND

At the Bushfire Advisory Committee meeting in May of every year an election is held for the Chairperson, the Chief Bushfire Control Officer and the Deputy Chief Bushfire Control Officer.

COMMENT:

After discussion the Shire management determined that a separation in the role of CESM and Chief Bushfire Control Officer is required. Mr J. Patman, Fire Control Officer Darradup Brigade indicated his willingness to perform the role. The Deputy Chief Bushfire Control Officer position was unable to be filled.

STATUTORY ENVIRONMENT:

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That the Bushfire Advisory Committee makes the following appointments;

- **Chairperson**
Mr Robin Mellema – elected unopposed.

M SCOTT/J GAUNT

CARRIED

- **Chief Bushfire Control Officer**
Mr John Patman – elected unopposed

M COLE/R MELLEMA

CARRIED

- **Deputy Chief Bushfire Control Officer**
Vacant

VOTING REQUIREMENTS: Simple majority.

FINANCE & **ADMINISTRATION**

AGENDA NUMBER: 11.6
SUBJECT: Budget 2012/13
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT:
FILE REFERENCE: FNC 3
AUTHOR& Reporting Officer: Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 21 June 2011

Attachments: Attachment 1 – Budget Summary 2012/13.
Attachment 2 – Changes to Base Budget
Attachment 3 – Budgeted Reserves
Attachment 4 – Proposed Savings and Growth

BACKGROUND:

This recommended draft budget continues the process started in 2011/12 to produce a sustainable financial position for the Shire of Nannup. In compiling the draft budget, a great deal of background work has been undertaken by both Councillors and officers.

To address issues arising from the adoption of the 2011/12 budget monthly financial reporting has been refocused to concentrate on the anticipated end of year financial position. This was supplemented by a detailed budget review reported to Council on 23 February 2012.

A model of the projected budgetary position over the next 10 years has been developed so that the annual consideration of the budget can take into account cost pressures that will arise over the medium and long term. Long Term Financial Planning of this nature will become mandatory in 2013 and Nannup is now well placed to respond to this challenge.

The model underpinning the draft Long Term Financial Plan was reported to Council at its budget workshop held on 31 May 2012. The model demonstrates that the Council currently benefits from capital grants because significant elements of its recurring costs are charged to these capital projects. Once the grant funding ceases these costs will need to be met by the ratepayer. Unless mitigating actions are taken over the next two years rates would have to increase by 100% in 2015/16 to meet the anticipated shortfall. Officers will continue to refine the model and examine options for mitigating

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

the impact caused by the loss of capital grants and a series of workshops will be held early in the new financial year to involve councillors in this process.

As part of the Integrated Planning process the Council has developed a detailed Asset Management Plan. In preparing this document each of the assets owned by the Council has been reviewed and an assessment carried out to determine the condition of each asset and the cost of maintaining the asset base. A detailed presentation was given to Council at its budget workshop held on 7 June 2012.

The Asset Management Plan classifies assets into three categories; core, non-core and disposable. The category into which an asset is placed has a direct bearing on the funding required to maintain it; for example, core assets will be maintained to a higher level than non-core or disposable assets. At the budget workshop on 14 June 2012 Council reviewed the classification of each of the assets.

At the budget workshop on 7 June 2012 Council also reviewed the Forward Capital Works Plan to identify those elements scheduled in the Plan which could be removed from the budget requirement for 2012/13. The draft budget was then modified to remove all unsupported expenditure.

The format of the budget has been completely reviewed and amended to improve clarity. These changes allow the draft budget to be modified in real time to review the impact of decisions on the rate requirement. The proposed 2012/13 budget in the new format is shown at Attachment 1.

The new budget format classifies income and expenditure into three groups:

1. Base income/expenditure – the cost of carrying out the same level of activity in the new financial year as was undertaken in the old financial year.
2. Committed income/expenditure – unavoidable changes to the base, such as contracts entered into in the old financial year which will have a cost impact on the new financial year.
3. Uncommitted income/expenditure – items of income or expenditure where there is a choice over whether it should be included in the draft budget.

Officers carried out a detailed review of the draft budget prior to a presentation to Council at its budget workshop on 14 June 2012. The workshop then examined all areas of committed and uncommitted income and expenditure and the output from this process provided guidance to officers on which items should be included or excluded from the draft budget.

Discussion also identified that further consideration should be given to cost recovery on refuse and additional resources to be provided to enforce firebreaks. A supplementary workshop was held on 18 June 2012 to consider these issues and the impact of the Asset Management Plan on the draft budget.

The result of the process described above is the draft budget presented to Council today as summarised at Attachment 1.

COMMENT:

Budget Assumptions

In compiling the base budget an assessment of probable levels of inflation and interest rates has been taken. Reasonable account has been taken of known or anticipated price increases and other committed expenditure. Inflation of 2% has been added to the base level of expenditure but has not been added where underspends have been seen in previous years. An exception to this has been made with electricity budgets, which have been increased by 10% to reflect the impact of the Carbon Tax.

The employee budget is a major constituent of the Council's finances. The 2012/13 budget assumes a pay award of 4.5% for employees. However, because employee numbers have been reduced this equates to an overall increase of 1.3% in employee costs.

In August 2009 Council resolved to adopt a general user pays principle in the overall management for all assets under its care, control and maintenance. This resolution continues to be implemented and is reflected in the 2012/13 budget. Commercial rental valuations for Council premises have been obtained and new leases are being drawn up using the standard lease document approved by Council on 27 January 2011. New leases based on commercial valuations will be issued for:

- The FROGS Early Learning Centre
- The Community Centre
- The Lesser Hall (Supper Room)
- The Bowling Club

Income from these leases has been included in the 2012/13 budget.

The Council has a degree of control over the main areas of uncertainty in the budget and should therefore be able to moderate its exposure to significant variations through the decisions taken during the budget process. However, the unpredictability of many of the factors influencing the Council's budget remains a risk and this is addressed through prudent estimates.

There are four major risks affecting the revenue budget:

- (a) In the current economic climate the Council's main income streams are at risk. The base budget for 2012/13 includes income from fees and charges of approximately \$257,000. The schedule of fees and charges will be submitted to the July meeting of Council for formal approval.

- (b) 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.
- (c) It has also been assumed that the cost of administering the caravan parks can be fully recovered from income generated by lettings. There is a risk that the generation of extra income will lag behind the need to incur expenditure.
- (d) The Council does not maintain a general level of working balances which can absorb unexpected fluctuations in its income and expenditure. In the event that there are significant adverse variations during the year money would need to be released from other earmarked reserves to cover any shortfall.

In the light of the assumptions made in compiling these estimates and reflected in the recommendation it is considered that the budget as presented is sufficient to meet the liabilities facing the Council during 2012/13.

Changes to the Base Budget

The Base Budget for 2012/13 represents the cost of carrying out the same level of activity as in 2011/12. However, the Base Budget needs to be revised to accommodate changes in circumstances which have occurred during 2011/12 that will continue in 2012/13 or that will occur in 2012/13. These changes are summarised in Attachment 2.

Overall, costs have decreased by \$254,490, primarily as a result of additional grant income. Significant increases in Planning and Health budgets result from changes to the staffing structure and are largely offset by other savings. After reversing out the loss on the sale of assets of \$19,500 overall costs have reduced by \$273,990.

Reserves

The budget process provides an opportunity for the Council to assess the adequacy of its reserves. The Council maintains a number of reserves set up for specific purposes. The table in Attachment 3 details the reserve position as reflected in the recommended budget and the purpose for which each reserve is maintained.

The reserves are adequate to meet the future needs of the Council and, except for the Office Equipment Reserve, are anticipated to have sufficient funds to meet expected expenditure. A contribution of \$25,000 has been added to the 2012/13 budget to address the anticipated shortfall in the Office Equipment Reserve. The budgeted contribution to the Plant reserve is in accordance with Council's Plant Replacement Policy WKS.12

The Kindergarten Extension Reserve is expected to be fully used to offset the costs of the construction of the FROGS Early Learning centre in 2011/12 and it is expected that the Recreation Centre Reserve will be fully utilised in the design and construction of the new recreation centre in 2012/13.

A new reserve of \$20,000 will be created from savings arising at the end of the year to provide funding for schemes to develop aged housing accommodation in accordance with Council policy.

Once plans for the upgrade of the main street of Nannup are more developed, the Main Street Upgrade Reserve will be used to provide Shire resources to supplement external funding secured against this project. At its meeting on 24 May 2012 Council resolved to use any surplus funds from the 2011/12 budget to supplement the Recreation and Main Street Upgrade Reserves.

At the same meeting Council resolved to establish a new reserve to accommodate unexpected costs that arise from time to time as a result of responding to emergencies, such as the recent fires. An initial contribution of \$50,000 will be made from savings arising in the 2011/12 budget.

The recently prepared Asset Management Plan shows that significant funds will be required over the next 10 years to maintain the Council's buildings and infrastructure. The resources required to maintain Council-owned buildings is anticipated to be equivalent to \$356,000 per annum against a current maintenance budget of \$114,000 per annum. Additional funding of \$118,000 has therefore been included in the 2012/13 budget in a staged approach to close this gap.

The Asset Management Plan also assesses that the resources required to fully maintain the current road structure are insufficient and need to be increased by \$200,000 per annum. The proposed 2012/13 budget therefore contains an additional contribution of \$62,000 for this purpose. Further contributions will be required in future years.

An Asset Management Reserve will therefore be created with an initial annual contribution of \$180,000 (\$118,000 for buildings and \$62,000 for road infrastructure).

Funding Corporate Priorities

As part of the 2012/13 business planning process, managers have submitted bids for growth within their service areas. These bids have been considered and prioritised by the Senior Management Team and reviewed in the budget workshop held on 14 June 2012.

Only those revenue bids that were agreed as high priority items have been included within the proposed budget for 2012/13; they are shown in the uncommitted column in the draft budget. A list of all the bids is shown in Attachment 4.

The top priority for investment is considered to be the funding required to ensure that the Council's assets can be maintained to an acceptable level, based on the assessment carried out as part of the asset management planning exercise. The full

Shire of Nannup
Ordinary Council Meeting Agenda: June 2012

requirement would be \$356,000 but this has been reduced to \$180,000 in the proposed budget. The remaining shortfall will need to be addressed in future years.

To provide a comprehensive regime for the management of firebreaks it is estimated that an additional \$37,000 per annum would be required. An initial sum of \$10,000 has been included in the proposed budget to provide some additional resources for 2012/13.

The proposed budget includes \$20,000 of additional income to be generated from charges for refuse collection and disposal. Whilst Council could have adopted a supplementary rate under the Waste Avoidance and Resource Recovery Act 2007 there was little support for this approach at the budget workshop held on 18 June 2012. Officers will bring forward proposals for alternative schemes to the next Council meeting. The ability to raise the level of income included in the budget is therefore dependent upon future decisions.

Following the decision of the Nannup Tourism Association not to continue with the management of the Brockman Street and Riversbend caravan parks Council will need to decide how it wishes to support tourism in its area. The promotion of Nannup as a tourist destination is seen as a key economic priority and \$40,000 has been included in the proposed budget to support this activity.

Prospects for the Future

The Council is heavily dependent upon grants to deliver both operational and project specific works. These grants include an "administrative" component which allows Council to offset officers' time against some of these grants; this has the effect of reducing the requirement to fund operational expenses (in the form of wages and salaries) from rate income.

The model underpinning the Long Term Financial Plan demonstrates that rates would need to double in the next three years as the income derived from these capital grants declines. The 2012/13 budget starts to address this issue by reducing the contribution that these grants are making; for example the supervision fee for construction of Mowen Road has been reduced by \$60,000 to \$140,000.

Identifying measures to mitigate projected rate increases will be the main focus for 2012/13 and will commence with a review of the Asset Management Plan and Long Term Financial Plan in November 2012; the output from this will be a savings and investment plan. Typically, there will be four strands to this work:

1. Reducing the cost base by identifying efficiencies
2. Achieving economies of scale by working with others
3. Increasing other income streams
4. Reducing service levels

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

The proposed rate requirement is \$1,236,189, an increase of 10.65% on 2011/12. The budget presented for adoption assumes a balanced budget, in that the Council will not end the 2012/13 financial year with either a surplus or deficit. In accordance with Council's resolution of 24 May 2012 any surpluses from 2011/12 will be transferred to reserves to provide additional funding for the Recreation Centre and Heart of Nannup projects.

The Council faces substantial financial challenges over the next three years and the proposed 2012/13 budget is a key step in addressing these. It is therefore considered that after taking all the above factors into account the budget as presented is sufficient to meet the liabilities facing the Council during 2012/13.

STATUTORY ENVIRONMENT:

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Section 6.2 of the Local Government Act 1995 stipulates that no later than 31 August each financial year or such extended time as the Minister allows each local government is to prepare and adopt by absolute majority in the form and manner prescribed a budget for its municipal fund for the financial year ending on the next following 30 June.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: A rate requirement for 2012/13 of \$1,236,189.

STRATEGIC IMPLICATIONS:

The adoption of the proposed 2012/13 budget is the cornerstone of developing the long term financial sustainability of the Shire.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council adopt the proposed budget as set out in Attachment 1.

2012/13 COMPREHENSIVE INCOME SUMMARY

2010/11 ACTUAL \$	PROGRAM AREAS	2011/12 ORIG EST \$	2012/13 BASE \$	2012/13 VARIANCES		2012/13 ESTIMATE \$
				COMMITTED \$	UN-COMMITTED \$	
359,386.81	Governance	408,676	309,853	10,247	0	320,100
(1,106,857.31)	General Purpose Funding	(944,001)	(970,112)	(247,873)	0	(1,217,985)
150,011.72	Law, Order & Public Safety	135,363	171,697	(1,000)	10,000	180,697
58,978.25	Health	41,893	25,300	17,500	0	42,800
107,205.91	Education & Welfare	205,454	130,990	(7,509)	1,000	124,481
45,473.89	Housing	35,527	27,081	(11,460)	0	15,621
252,144.51	Community Amenities	366,699	239,957	67,300	(20,000)	287,257
707,204.68	Recreation & Culture	614,491	813,027	(10,051)	2,000	804,976
2,263,411.94	Transport	2,157,205	2,378,594	343,306	0	2,721,900
121,989.40	Economic Services	143,689	82,483	2,000	52,000	136,483
7,889.20	Other Property & Services	(3,264)	(5,390)	(50,000)	0	(55,390)
2,966,839.00	PROGRAM EXPENDITURE	3,161,732	3,203,480	112,460	45,000	3,360,940
(144,368.90)	Leave Accruals	(184,109)	(183,141)	0	0	(183,141)
(2,843.05)	Interest Accruals	(2,419)	(2,419)	0	0	(2,419)
(1,677,583.07)	Depreciation	(1,602,427)	(1,818,318)	0	0	(1,818,318)
(8,511.48)	Profit/(Loss) on Sale of Assets	(8,344)	0	(19,500)	0	(19,500)
(445,377.14)	Contributions to/(from) Reserves	(70,050)	85,577	(366,950)	180,000	(101,373)
	Contribution from Surplus	(163,125)	0	0	0	0
253,172.35	Surplus carried forward	(14,044)		0	0	0
941,327.71	RATE REQUIREMENT	1,117,214	1,285,179	(273,990)	225,000	1,236,189

CHANGES TO THE BASE BUDGET

Governance	
\$	Item
2,000	To fully fund the refreshments budget
-2,600	Reduction in the use of external consultants for industrial advice
800	Additional WALGA subscription for MCS
-8,000	Reduced cost of buildings valuation
10,000	Cost to implement the statutory requirement to produce a Community Plan
-10,000	Savings in legal fees
330	Impact of Carbon Tax on electricity costs in Shire Offices
4,400	Increased cost of staff training
-1,000	Reduced travelling costs
-7,133	Budget for staff recruitment removed. Recruitment costs will be funded from savings arising from staff vacancies
4,000	Replacement of air condition units at Shire Offices
-7,203	Total - Governance
General Purposes Funding	
\$	Item
11,229	Additional costs of rate revaluation in 2012/13.
-108,942	Higher than expected increase in Local Road Grant
-53,160	Higher than expected increase in Equalisation Grant
-7,000	Additional commission income from Dept of Transport
-90,000	Increased investment income
-247,873	Total – General Purposes Funding
Law & Order	
\$	Item
-1,000	Emergency response budget removed. Costs will be met from Emergency Reserve
-1,000	Total – Law & Order
Health	
\$	Item
19,000	Costs of employing consultant Health Officer. Funded by savings in restructuring of the Shire Administration
-1,500	Income from septic tank inspections previously shown under Planning
17,500	Total - Health

Education & Welfare	
\$	Item
-6,760	Income from FROGS lease
-1,150	Wages budget not required
-1,599	Materials budget not required
2,000	Drift film launch
-7,509	Total – Education & Welfare
Housing	
\$	Item
140	Additional electricity costs arising from the Carbon Tax
-16,000	Reduction in maintenance budget
4,400	Reduced rental income following removal of the MDS post
-11,460	Total - Housing
Community Amenities	
\$	Item
1,500	Income for septic tank inspections moved to Health
66,800	Costs of employing consultant Planning Officer. Funded by savings in restructuring of the Shire Administration
-1,000	Reduced costs relating to Town Planning Scheme review
1,000	To fund review of Municipal Inventory
1,000	Jalbarragup Bridge interpretation
-2,000	Budget for vehicle running costs removed
67,300	Total – Community Amenities
Recreation & Culture	
\$	Item
160	Increase electricity costs in Recreation Centre as a result of the Carbon Tax
70	Increase electricity costs in Public Halls as a result of the Carbon Tax
-100	FESA Levy to be paid by leasee of Community Centre
-2,400	New lease for Community Centre
2,000	Electricity costs for Lesser Hall. To be recouped from leasees
2,500	Water charges for Lesser Hall. To be recouped from leasees
-8,667	New lease for Lesser Hall (Supper Room)
-317	Reduced water costs for Bowling Club. To be paid by leasee
-3,467	New lease for Bowling Club
170	Increase electricity costs in Parks & Gardens as a result of the Carbon Tax
-10,051	Total – Recreation & Culture

Transport	
\$	Item
15,000	Reduction in contributions for River Road
-20,224	Additional income from Local Roads Grant
900	Increase electricity costs in Street Lighting as a result of the Carbon Tax
-2,000	Sale of materials income moved from Economic Services budget
60,000	Reduction in supervision fee to Mowen Road project due to reduced activity
-60,000	Reduced contribution to Plant Reserve from Mowen Road supervision fee
130	Increase electricity costs in Shire Depot as a result of the Carbon Tax
-6,194	Total - Transport
Economic Services	
\$	Item
2,000	Sale of materials income moved to Transport budget
140,000	Cost of administering caravan parks
-140,000	Income from administering caravan parks
2,000	Total – Economic Services
Other Property & Services	
\$	Item
-50,000	Reduced cost of fuel & oil
-50,000	Total – Other Property & Services
-254,490	Total – All Services
366,950	Add expenditure funded from reserves
112,460	Change in Operational Costs

RESERVES

Reserve	Opening Balance 1/7/11 \$	Net Cont. To/(from) 2011/12 \$	Interest Earned 2011/12 \$	Closing Balance 30/6/12 \$	Net Cont. 2012/13 \$	Interest Earned 2012/13 \$	Closing Balance 30/6/13 \$
Long Service Leave Reserve	97,354	25,000	3,308	125,662	10,000	3,371	139,033
Plant Reserve	125,317	156,986	254	282,557	50,500	259	333,316
Recreation Centre Reserve	462,457	(123,000)	9,889	349,346	(359,423)	10,077	0
Kindergarten Extension Reserve	100,000	(100,000)	0	0	0	0	0
Office Equipment Reserve	8,689	(14,036)	198	(5,149)	7,550	202	2,603
Main Street Upgrade Reserve	63,821	0	2,000	65,821	0	2,000	67,821
Refuse Site Rehabilitation Reserve	0	10,000	0	10,000	10,000	200	20,200
Emergency Management Reserve	0	50,000	0	50,000	0	0	50,000
Asset Management Reserve	0	0	0	0	180,000	0	180,000
Aged Housing Reserve	0	20,000	0	20,000	0	0	20,000
Total	857,638	24,950	15,649	898,237	(101,373)	16,109	812,973

Notes:

Long Service Leave Reserve: An accounting requirement to fund long service leave accumulated by employees.

Plant Reserve: Used for the purchase of major plant.

Recreation Centre reserve: To be used for the construction of the new recreation centre.

Kindergarten Extension Reserve: Used for the construction of the FROGS Early Learning Centre.

Office Equipment Reserve: To be used to ensure that the equipment required for Shire administration and the supporting computer system is maintained.

Main Street Upgrade Reserve: To be used to support the project to upgrade the main street of Nannup.

Refuse Site Rehabilitation Reserve: To provide funding for the rehabilitation of the refuse disposal site once it reaches the end of its useful life.

Emergency Management Reserve: To provide funding for costs of dealing with local emergencies, where those costs cannot be recovered from another party.

Asset Management Reserve: To provide funding for works to Shire buildings as determined by the Asset Management Plan.

PRIORITIES FOR 2012/13

GOVERNANCE			
\$	Recommended	\$	Not Supported
180,000	Creation of Asset Management Reserve	600	Additional funding for the Australia day breakfast
		5,000	External support for external risk assessment process
		5,000	Temporary administrative support
		4,000	Support for a Planning Compliance Officer
		800	Bike rack for Shire Offices
		399,150	Additional funding for the Asset Management reserve
180,000	Total	414,550	
GENERAL PURPOSES SPENDING			
\$	Recommended	\$	Not Supported
0	Total	0	
LAW & ORDER			
\$	Recommended	\$	Not Supported
10,000	Additional resources to enforce firebreak compliance	27,000	Further resources to enforce firebreak compliance
10,000	Total	27,000	
HEALTH			
\$	Recommended	\$	Not Supported
0	Total	0	

EDUCATION & WELFARE			
\$	Recommended	\$	Not Supported
1,000	Additional funding for Family Fun Day	3,000	Additional funding for seniors activities
47,000	Count Me In activities	20,000	Contribution to Aged Accommodation Reserve. To be funded from savings at closedown for 2011/12
-47,000	Count Me In Grant		
10,000	Support to develop Cultural Plan		
-10,000	Grant to produce Cultural Plan		
3,000	Funding to create a Youth space		
-3,000	Grant funding for Youth space		
1,000	Total	23,000	
HOUSING			
\$	Recommended	\$	Not Supported
		15,500	Repainting of staff housing as set out in the Forward Capital Works Plan
0	Total	15,500	
COMMUNITY AMENITIES			
\$	Recommended	\$	Not Supported
-5,000	Increase in commercial tipping fees	10,000	Request for contributory funding to CAPROC waste initiative
-15,000	Income to be raised by charges for refuse services	-130,000	Increased charges for domestic waste and recycling bins
		50,000	Improvement to Agg Road
		5,000	Repainting Marinko Tomas Park toilets
-20,000	Total	-65,000	

RECREATION & CULTURE			
\$	Recommended	\$	Not Supported
2,000	Refurbishment of library	1,000	Contingency for maintenance of Community Centre
		50,000	Maintenance to Town Hall
		15,000	Maintenance to Lesser Hall
		6,000	Maintenance to Old Roads Board building
		8,000	Repainting of Bowling Club
		12,955	Grant request for Carlotta Hall
2,000	Total	92,955	
TRANSPORT			
\$	Recommended	\$	Not Supported
		50,000	Works to Barrabup Road
0	Total	50,000	
ECONOMIC SERVICES			
\$	Recommended	\$	Not Supported
10,000	Branding review implementation costs	5,000	Increase budget for Regional Promotion
40,000	Support for tourism promotion	13,000	Maintenance works to Visitor Centre
2,000	Support for Year of the Farmer		
58,000	Events costs		
-58,000	Income from events		
52,000	Total	18,000	
OTHER PROPERTY & SERVICES			
\$	Recommended	\$	Not Supported
0	Total	0	
225,000	Total – All Services	395,095	

Shire of Nannup
Ordinary Council Meeting Agenda: June 2012

AGENDA NUMBER: 11.7
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: 20 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 30 April 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 – 3. 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 \$1,386,402. 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.

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

After removing these amounts from the overall savings we anticipate that the actual carried forward figure for this year will be \$129,451. This is shown in the table below.

	<i>Savings</i> \$
Gross saving expected for the year	
Income	378,514
Expenditure	1,007,888
Total Gross Saving	1,386,402
Less: Savings to be carried forward income	-1,051,700
Less: Savings to be carried forward expenditure	-155,251
Less: Emergency Response Reserve	-50,000
Net saving at end of the year	129,451

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 \$95,000, offset by additional expenditure of \$60,000.

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.

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

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>	-\$187,853
<i>Expenditure</i>	-\$223,263
<i>Net Effect:</i>	-\$83,385
	\$93,812
	-\$271,238
	-\$129,451

Expenditure	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Gross Operational Savings</i>	-\$1,530,957
<i>Capital Savings to be c/fwd</i>	-\$1,007,888
<i>Emergency Response Reserve</i>	\$1,397,572
<i>Net Effect:</i>	\$1,051,700
	\$50,000
	-\$83,385
	\$93,812

Income	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Gross Operational Savings</i>	-\$1,034,978
<i>Capital Savings to be c/fwd</i>	-\$378,514
<i>Net Effect:</i>	\$847,125
	\$155,251
	-\$187,853
	-\$223,263

You will note above, that as per Council resolution of the May 2012 meeting, a reserve account has been initiated to cover expenses relating to costs incurred with recovery from any disaster that impacts our shire. This will leave an anticipated saving of \$129,451. Also at the May meeting, it was resolved to apply any savings after the emergency management reserve to the reserve accounts for high profile projects currently being undertaken by Council. It is anticipated that

once the amount of savings for the 2011/12 year has been accurately calculated at year end this amount will be forwarded to these reserve accounts.

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 the Monthly Financial Statements for the period ending 30 April 2012 be received.

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
Governance				
Election Expenses	\$1,122	\$1,100	Overspends attributed to special election costs	
Refreshments	\$10,330	\$10,939	More functions catered for than anticipated.	
Total Governance Variation:	\$11,452	\$12,039		
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	-\$7,270	-\$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	-\$17,065	\$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	-\$1,290,317	-\$996,000		
Law ,Order and Public Safety				
Strategic Fire Breaks	-\$2,336	-\$2,336	Firebreaks not completed this year. Will be carried forward for completion 12/13.	MI to monitor
Total Law, Order & Public Safety Variation	-\$2,336	-\$2,336		
Health				
Staff Costs	-\$5,996	\$0	The Health Officer position has now been filled on a one day per week basis. Savings made as a result of the period of vacancy 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	-\$5,996	\$0		

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
Education & Welfare				
Community Development Officer	\$40,995	\$30,000	\$30,000 relates to expenditure where the grant income was received in the last financial year.	
Youth Program	\$8,135	\$0	Current spending not matched to income received. Should balance at year end.	
Seniors Program	-\$17,011	-\$10,000	Defensive Driving Course funding was not received. Result is that course not run.	
Total Education & Welfare Variation	\$32,119	\$20,000		
Housing				
Building maintenance - Non Staff Housing	-\$2,456	\$0	Budget will be used as apart of the refurbishment of the FROGS Early Learning Centre.	
Total Housing Variation	-\$2,456	\$0		
Community Amenities				
Waste Management Fees	-\$33,235	\$0	General Savings over all areas. Land fill rehabilitation reserve will be established at the end of the year.	MCS/MI to monitor.
Review on Townsite Strategy	-\$14,373	\$0	This funding will be expended on the first stage of the Local Planning Scheme review, which will be completed by the end of the financial year.	CEO to monitor.
Total Community Amenities Variation	-\$47,608	\$0		
Recreation & Culture				
Recreation Centre	\$6,535	\$7,000	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	-\$125,055	-\$44,700		
Transport				
Street Lighting	-\$6,350	\$0	Expected to be fully spent at the year end.	MI to monitor.
Traffic Counter	-\$2,103	\$0	Expected to be fully spent at the year end.	MI to monitor.
Total Transport Variation	-\$8,453	\$0		
Economic Services				
Weed Control	\$1,359	\$1,359	Higher than anticipated costs associated with weed control	
Functions & Events	-\$565	-\$500	Functions & Events expenditure is seasonal hard to predict at start of financial year.	CEO/MI to monitor.
Caravan Park	\$1,944	\$2,000	Maintenance requirements overall were higher than anticipated.	MI to monitor
Building Surveyor Costs	-\$14,356	-\$12,000	Building surveyor working less hours as result of decline in approvals requested.	MI to monitor
Total Economic Services Variation	-\$11,618	-\$9,141		

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
Other Property & Services				
Private Works	\$37,993	\$60,000	Actual level of activity within this area higher than anticipated which results in higher expenditure than originally budgeted for. This is offset by increased income of \$95,000.	MI to consider for next budget period.
Staff Training	\$3,749	\$3,750	Training supplied exceeded that of budgetary considerations.	
Recruitment Expenses	-\$1,515	-\$1,500	Recruitment activity lower than expected.	
Fuel & Oil	-\$79,174	-\$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	-\$80,689	\$12,250		
Total Expenditure Variation	\$1,580,957	\$1,007,888		
Less Capital Carried Forwards	\$1,397,572	\$1,051,700		
Less Reserve Contribution to Emergency Management	\$50,000	\$50,000		
Net Expenditure Variation	\$83,385	\$93,812		

Operational Income				
Income	Current	Expected	Comment	Management Action
	\$	\$		
General Purpose Revenue				
Royalties For Regions	\$802,875	\$0	2010/11 Income should be credited in the near future. At risk is our 11/12 Regional claim however it is anticipated that this will arrive prior to the end of this financial year. Prior to this report being written an amount of \$335,000 was received within the may period. This will reduce outstanding balance to \$467,000.	MCS to monitor closely.
Rates/Interims Income	-\$9,020	-\$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	-\$92,179	-\$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	-\$5,939	-\$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	\$695,737	-\$117,705		
Law ,Order and Public Safety				
Fines	-\$2,340	-\$2,340	Infringement notices issued higher than anticipated.	MI to monitor
Dog Registrations	-\$343	-\$350	Registrations higher than anticipated.	
Total Law, Order & Public Safety Variation	-\$2,683	-\$2,690		
Health				
General Licence Fees	\$1,358	\$1,600	Levels of licencing increased this financial year.	MI to monitor
Total Health Variation	\$1,358	\$1,600		
Education & Welfare				
Seniors	\$7,991	\$7,991	Defensive Driving grant not received as anticipated.	
Total Education & Welfare Variation	\$7,991	\$7,991		
Housing				
Staff Rentals	\$5,408	\$6,000	With reduction in management the number of staff rentals has decreased.	
Other rentals	-\$1,959	-\$1,959	Grange Rd properties let for first half of year.	
Total Housing Variation	\$3,449	\$4,041		
Community Amenities				
Waste Management Fees	-\$2,671	-\$2,700	Higher volume of commercial waste received than expected.	MCS/MI to monitor.
Town Planning Fees	-\$9,581	-\$10,000	Town Planning Income is higher than anticipated for this year.	CEO to monitor.
Total Community Amenities Variation	-\$12,252	-\$12,700		

Operational Income				
Income	Current	Expected	Comment	Management Action
	\$	\$		
Recreation & Culture				
Recreation Centre	-\$2,179	-\$2,300	Increased usage has resulted in higher income achieved. Need to consider for 2012/13 budget.	MI to monitor
Other Venue Hire Fees	-\$4,765	-\$5,000	Increased usage has resulted in higher income achieved. Need to consider for 2012/13 budget.	
Total Recreation Variation	-\$6,944	-\$7,300		
Transport				
Mowen Road	-\$1,650,000	-\$155,251	This reflects a capital surplus which will be carried forward to 2012/13 year.	
Total Transport Variation	-\$1,650,000	-\$155,251		
Economic Services				
Sale of materials	-\$1,449	-\$1,500	Higher sales than anticipated.	
Total Economic Services Variation	-\$1,449	-\$1,500		
Other Property & Services				
Private Works	-\$70,185	-\$95,000	Actual level of activity within this area higher than anticipated.	MI to consider for next budget period.
Total Other Property & Services Variation	-\$70,185	-\$95,000		
Total Income Variation	-\$1,032,978	-\$378,514		
Less Capital Carried Forward	-\$847,125	-\$165,251		
Net Carried Forward	-\$1,880,103	-\$543,765		

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	\$10,330	\$10,939
Rating Valuation Expenses	-\$7,270	-\$6,000
Recoverable Expenses	-\$17,065	\$10,000
Strategic Fire Breaks	-\$2,336	-\$2,336
Community Development Officer	\$40,995	\$30,000
Youth Program	\$8,135	\$0
Seniors Program	-\$17,011	-\$10,000
Recreation Centre	\$6,535	\$7,000
Weed Control	\$1,359	\$1,359
Functions & Events	-\$565	-\$500
Caravan Park	\$1,944	\$2,000
Building Surveyor Costs	-\$14,356	-\$12,000
Private Works	\$37,993	\$60,000
Staff Training	\$3,749	\$3,750
Recruitment Expenses	-\$1,515	-\$1,500
Fuel & Oil	-\$79,174	-\$50,000
Emergency Reserve	\$50,000	\$50,000
Total Expenditure Variation	\$22,870	\$93,812

<i>Income</i>	<i>Current</i>	<i>Expected End of Year Position</i>
Rates/Interims Income	-\$9,020	-\$11,205
Bank Interest Earned	-\$92,179	-\$100,000
DoT Commission received	-\$5,939	-\$6,500
Fines	-\$2,340	-\$2,340
Dog Registrations	-\$343	-\$350
General Licence Fees	\$1,358	\$1,600
Seniors	\$7,991	\$7,991
Staff Rentals	\$5,408	\$6,000
Other rentals	-\$1,959	-\$1,959
Waste Management Fees	-\$2,671	-\$2,700
Town Planning Fees	-\$9,581	-\$10,000
Recreation Centre	-\$2,179	-\$2,300
Other Venue Hire Fees	-\$4,765	-\$5,000
Sale of materials	-\$1,449	-\$1,500
Private Works	-\$70,185	-\$95,000
Total Income Variation	-\$187,853	-\$223,263

Net Non-Capital
Error

-\$129,451
\$0

SHIRE OF NANNUP
Statement of Financial Activity
For Period 1 July 2011 - 30 April 2012

	2011/12 YTD Actual	2011/12 YTD Budget	2011/12 Budget	Variances Y- T-D Budget to Actual
Revenue				
Governance	\$0	\$0	\$0	0%
General Purpose Funding	\$1,301,183	\$2,179,465	\$2,398,608	-40%
Law, Order & Public Safety	\$117,201	\$203,037	\$269,158	-42%
Health	\$3,018	\$1,660	\$2,000	82%
Education & Welfare	\$32,376	\$298,080	\$237,710	-89%
Housing	\$14,511	\$17,960	\$21,560	-19%
Community Amenities	\$106,942	\$96,140	\$99,900	11%
Recreation & Culture	\$10,569	\$5,160	\$6,200	105%
Transport	\$6,485,159	\$5,219,014	\$6,551,555	24%
Economic Services	\$27,066	\$23,580	\$30,296	15%
Other Property & Services	\$91,014	\$20,830	\$25,000	337%
	\$8,189,040	\$8,064,926	\$9,641,987	
Expenses				
Governance	-\$671,615	-\$162,264	-\$355,676	314%
General Purpose Funding	-\$63,022	-\$1,353,097	-\$1,454,607	-95%
Law, Order & Public Safety	-\$233,880	-\$251,521	-\$334,521	-7%
Health	-\$28,217	-\$26,965	-\$43,893	5%
Education & Welfare	-\$81,944	-\$92,033	-\$130,424	-11%
Housing	-\$28,169	-\$37,988	-\$57,087	-26%
Community Amenities	-\$244,355	-\$363,298	-\$474,719	-33%
Recreation & Culture	-\$229,468	-\$339,686	-\$488,691	-32%
Transport	-\$1,569,099	-\$1,559,656	-\$2,195,709	1%
Economic Services	-\$87,992	-\$127,044	-\$173,985	-31%
Other Property & Services	\$273,379	-\$7,094	-\$21,736	-3954%
	-\$2,964,382	-\$4,320,646	-\$5,731,048	
	\$5,224,658	\$3,744,280	\$3,910,939	
Adjustments for Cash Requirements				
Non-Cash Expenditure & Revenue				
(Profit)/Loss on Asset Disposals	-\$11,298	\$0	\$8,344	
Depreciation	\$1,227,198	\$801,210	\$1,602,427	
Capital Expenditure & Revenue				
Purchase of Land for Resale				
Purchase of Land & Buildings		-\$512,710	-\$552,740	
Purchase of Infrastructure Assets - Roads		-\$5,436,520	-\$6,373,081	
Purchase of Infrastructure Assets - Parks				
Purchase of Plant & Equipment		\$0	-\$126,000	
Purchase of Furniture & Equipment	-\$39,531	-\$8,330	-\$25,000	
Proceeds from Disposal of Assets	\$11,298	\$0	\$46,000	
Repayment of Debentures		-\$51,300	-\$61,572	
Proceeds from New Debentures	\$0		\$0	
Leave Provisions	\$0		\$167,227	
Depreciation - Plant Reversal				
Accruals	-\$2,056		\$19,301	
Self Supporting Loan Principal Income	\$0		\$19,722	
Transfers (to)/from Reserves	\$0		\$70,050	
	\$1,185,611	-\$5,207,650	-\$5,205,322	
Estimated Surplus/(Deficit) B/fwd 1 July	\$0		\$169,391	
Estimated Surplus/(Deficit) C/fwd 30 June	\$7,538,197	\$7,538,197	-\$7,778	
NET RESULT	\$1,127,928	-\$1,014,876	\$1,117,214	

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

AGENDA NUMBER: 11.8
SUBJECT: Count Me In Grant
LOCATION/ADDRESS: N/A
NAME OF APPLICANT: N/A
FILE REFERENCE: FNC 6Z
AUTHOR: Louise Stokes – Community Development Officer
REPORTING OFFICER: Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST: Nil.
DATE OF REPORT: 28 May 2012

Attachment: Letter of Offer Disability Services Commission

BACKGROUND:

Funding acknowledgement has been received of \$47,500 from Disability Services Commission through their Local Government Inclusion grants program. As this funding is over \$5,000, Council is required to accept the funding as per Council policy FNC 6.

The grant funding is to ensure that young people with a disability are encouraged to fully participate in community activities and events.

COMMENT:

This program adds to the youth activity program and seeks to build capacity and confidence in young people with a disability. There is funding within the program for a paid supervisor and the program is over two years.

Funded activities will include:

- skills development, cultural, arts and technology based activities will be programmed in the proposed youth space on school day afternoons,
- bus transport to regional activities on school holidays,
- infrastructure support for the annual Family Fun Day event,
- resources for the shire library and
- specialised equipment hire for people with disabilities to actively participate in activities.

Nannup is one of 15 shires in Western Australia to receive funding. There is no additional shire contribution required to this grant outside of the current budgeted funding for the Youth Officer and youth activities.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS:

Shire of Nannup Disability Access & Inclusion Plan 2011 – 2014 Objective 3.
Council supported events and projects are accessible.

Shire of Nannup Forward Plan 2010/11 – 2014/15:
Program 8.2A. Implement and review Disability Access & Inclusion Plan

VOTING REQUIREMENTS:

Simple majority.

RECOMMENDATION:

That Council accept the funding of \$47,500 from Disability Services Commission to undertake proposed youth activities.



Government of Western Australia
Disability Services Commission

Attachment



Our Ref: Count Me In (LGA) Inclusion Grants
Enquires: Stephanie Knox
Phone No: 9426 9217
Fax No: 9481 5223
e-mail: stephanie.knox@dsc.wa.gov.au

SHIRE OF NANNUP RECEIVED			
Ref: FNC6Z		No. 2012/29	
23 MAY 2012			
CEO MCS WM MDS	AO ED CDO CR	LIB PUB	FMO YO RO

+Yp

Ms Louise Stokes
Community Development Officer
Shire of Nannup
PO Box 11
Nannup WA 6275

Dear Ms Stokes

Count Me In Local Government Inclusion Grants DSC0172012

Thank you for your tender application for the above grants. The Panel recognises and appreciates the effort of applicants to develop projects that provide and increase participation and inclusion of people with disability in their local communities.

The evaluation of proposals has been completed and I am pleased to inform you that your application was successful. The Panel recommended the approval of \$47,500 for the Shire of Nannup Youth Reference Group Projects. The Panel also recommended the confirmation of the training and inclusive on existing activities and inclusion by volunteers are provided to enhance project partnership.

Within the next few days you will be contacted to schedule a meeting with Stephanie Knox, Manager Community Support Program, Service Contracting and Development Directorate to finalise the Grant Agreement which will be available for discussion and comment. A representative from the Community and Sector Development Directorate, which will be working with you throughout the life of the project, will also be in attendance.

Following this initial meeting the Grant Agreement will be forwarded to your organisation for endorsement.

Once again, thank you for your commitment to the Count Me In vision where communities welcome and include people with disability. The Disability Services Commission looks forward to working in partnership with you to develop and implement this beneficial project.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Peter Batini', with a stylized flourish at the end.

Peter Batini
Executive Director
Service Contracting and Development

17 May 2012

AGENDA NUMBER: 11.9
SUBJECT: Socio Economic Impact Assessment
LOCATION/ADDRESS: N/A
NAME OF APPLICANT: N/A
FILE REFERENCE: ADM 37
AUTHOR: Louise Stokes – Community Development Officer
REPORTING OFFICER: Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 7 June 2012

Attachments: All Separate Cover.

1. Socio-Economic Impact Assessment
2. Socio-Economic Profile- Shire of Nannup & its Subregion
3. Economic Priorities for the Shire of Nannup

BACKGROUND:

Funding was received from the South West Development Commission to undertake an economic business study, as supporting documentation for the Country Local Government Fund Regional Groupings 2011-12 application for the Nannup Main Street 'Heart of Nannup' project.

COMMENT:

This project was awarded to consultant Jackie Massey who undertook research and consultation to develop the required documentation.

The Socio-Economic Impact Assessment outlines the demographic impacts of slow growth of 3.5% from 2006 – 2010 as compared to 15% for the South West and 11.5% for Western Australia. This has implications for the services and opportunities it can provide for its residents. The report details that to become more sustainable, Nannup needs to increase its population. Areas including housing, retail market, industry, employment, public services, aesthetic impacts, community perceptions, expectations and a cost benefit analysis are detailed within the report.

The Socio-Economic Profile- Shire of Nannup & its Subregion provides a snapshot of the Shire of Nannup and its sub region. The profile outlines many of the positive aspects of rural living such as more space, lower crime rates, community involvement and agricultural industry; however the profile also includes a number of negative aspects which are common to other similar communities. These include low taxable incomes, low private property values and older motor vehicle ownership.

A key characteristic for Nannup is the proportion of the population aged 55 years and over. The state average in 2010 aged 55 years and over is 23.3%, the South West is 28.2% whereas in Nannup the average is 43.2%. This is a factor

which impacts on planning for the Shire in housing, medical services, public transport, access and ensuring that facilities and opportunities exist which will attract or retain the younger generation in order for the Shire to be sustainable. A key indicator of economic health is the unemployment rate of 4.4% in 2010, compared to the South West and State average of 5%.

The Economic Priorities for the Shire of Nannup outline the business and economic opportunities that have been identified and that could be realised as a result of the Main street project being undertaken.

Further analysis is required to build up statistical information for Nannup as an individual entity; such as GDP, proportions and number of industries/ businesses, information that is currently not collected by any agency or group.

The challenge that Nannup now faces is creating its competitive advantage that will assist economic growth, attract new businesses and create opportunities to compete in domestic and international markets.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS:

Shire of Nannup Interim Strategic Priorities
Adopted at the Ordinary Meeting of Council September 2011

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council accept the following reports;

- Socio-Economic Impact Assessment
- Socio-Economic Profile- Shire of Nannup & its Subregion
- Economic Priorities for the Shire of Nannup

and incorporates them into strategic planning documentation for the Shire.

Shire of Nannup
Ordinary Council Meeting Agenda: June 2012

AGENDA NUMBER: 11.10
SUBJECT: Shire Branding
LOCATION/ADDRESS: N/A
NAME OF APPLICANT: N/A
FILE REFERENCE: ASS 27
AUTHOR: Louise Stokes – Community Development Officer
REPORTING OFFICER: Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 7 June 2012

Attachments: 1. Branding design by Gumption
 2. Feedback community consultation
 3. Table responding to comments

BACKGROUND:

A key initiative of the 'Building Up Nannup' sustainability vision has been to undertake a branding project that showcases our community values and reflects the environment that we live in. The brief also required that the brand must stand out from brands of surrounding Shires and captured the essence of life in Nannup.

COMMENT:

Extensive consultation was undertaken by Gumption to develop the proposed brand for the Shire. This included surveys, workshops in town and at Darradup, researching regional Shire brands, reviewing strategic documentation and plans and regular meetings with the Marketing & Branding reference group.

The positioning statement that Gumption developed at the conclusion of this consultation is;

"Nestled in a peaceful environment the Shire of Nannup is a supportive, connected community that encourages the unique aspirations of those who engage with it"

The brand has been presented to Council and the Marketing & Branding reference group. A full colour insert has been distributed in the Nannup Telegraph and posters have been put up around town encouraging community feedback. A presentation has been made to the Nannup Lions Club. A comment book has been held at the Shire.

Eleven comments have been received, two commending the brand design and nine negative comments. A table responding to the comments is attached. The main concerns were the chosen colours, the existing brand was still relevant and that the story was not implicit in the logo. The comments relate mostly to the brand when seen in isolation, therefore the full impact of the branding solution can't be

appreciated. The colours considered 'dull' are neutral tones which are used as a backdrop for the unique colour (purple) which was selected to ensure the brand stands out with clarity against the surrounding shire brands. By referring back to the original presentation the impact of the colours and the graphic elements can be seen clearly in the visuals of signage and other items.

An additional review on the colours can be conducted with the consultant and Councillors based on the feedback from the community.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

Budgeted and grant funding allocated for the implementation of the brand in 2012-13 financial year.

STRATEGIC IMPLICATIONS:

Shire of Nannup Interim Strategic Priorities
Adopted at the Ordinary Meeting of Council September 2011

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

1. That Council accept the brand as designed by Gumption for the Shire of Nannup.
2. That implementation of the brand commences subject to budget and grant funding approvals.



Brand

new look for The Shire of Nannup



Shire of Nannup

rest • connect • grow

What it means

The brand icon is comprised of many elements that flow together and interact in a circular upward motion. The style is like an artist's brush strokes reflecting the artistic and creative talent in Nannup.

A number of the elements form a 'nest' shape that symbolises the people of the Shire and strong bonds of friendship, connection and community spirit. Together they signify the people of Nannup as they work together, support local business, nurture and protect children and families.

rest • connect • grow'

Nannup' means stopping place or place of rest and the icon incorporates this as well as the relaxed, peaceful lifestyle of the residents of Nannup.

The support line 'rest • connect • grow' reflects the vision and values of the community and being all lowercase appears caring, welcoming, casual and relaxed.

The colours and elements

The colours and elements also reflect the natural environment with the blue representing the Blackwood River and Barrabup Pool. The silvery green representing farms, pasture, eucalypts and fallen leaves in the forest. The grey-green represents the trees and forests that built Nannup's timber town history and remain an attractive living feature of the area. The layers also symbolise the rolling hills, bush walk trails and roads that curve through the Shire.

The purple element represents a bird taking off, or a flower lifted up by a breeze - symbolising growth and freedom.

This purple is the key colour and is derived from wildflowers like Purple Flag, the Jacaranda trees in Nannup town, lavender and the purple tulips that feature during the annual tulip festival. It gives a brightness and contrast to the other more muted, neutral, earthy colours used



Brand

new look for The Shire of Nannup

'Nestled in a peaceful environment the Shire of Nannup is a supportive, connected community that encourages the unique aspirations of those that engage with it.'

This proposition for the brand was developed based on feedback from community meetings and public surveys.

The Shire of Nannup has developed a new brand which was presented to Council at their May meeting.

Developed by Gumption in Busselton the brand encompasses feedback from community consultation.

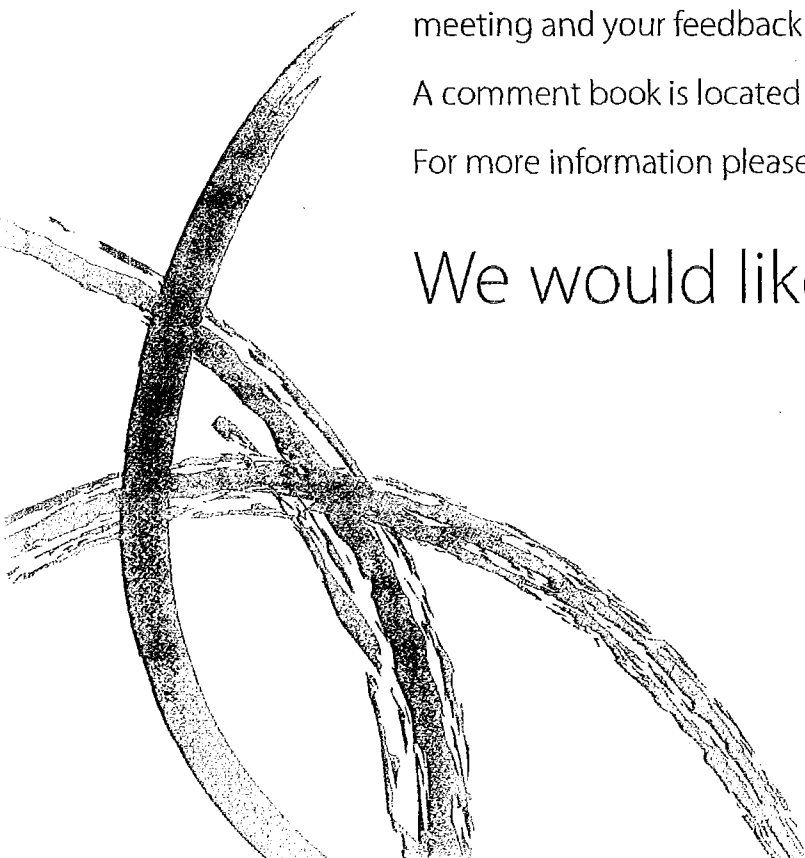
The brand will now be presented to Council at the June Council meeting and your feedback is appreciated.

A comment book is located at the Shire office until the 15th June.

For more information please contact the Shire office on 9756 1018.

We would like your comments!

Please turn over to view
the proposed new brand >



DATE

COMMENT.

8/6/12. Love the artwork, beautiful colours.

'Rest, Connect, Grow' seems to suggest a sleepy, relaxed place. May I suggest 'Revive' instead of 'Rest' which could suggest a place to come & recharge. A vibrant place, full of energy!

12 JUN 12.

The proposed design reminds me of a Rorschach ink blot and you'd need a psychology degree to attribute to it the meaning that Gumption has created.

The colours are dull and uninspiring.

"rest, connect, grow" is meaningless marketing member jargon.

To summarise - we can do better.

Timothy Hays

13/6/12

The logo misses the point completely. The point of the logo is to bring instant recognition to the observer that this is Nannup as the coca cola ~~and~~ BP and others do.

This logo is meaningless to anyone who hasn't had it explained to them.

I think the colours are dull and perhaps the whole thing should be redesigned.

Brian Duckey

15-6-2012

I don't like it at all it looks like a burnt out stump (quite appropriate) It should mention our supposed pet growing capabilities which some of you must have been using to come up with this rubbish. Hope my 40% rate rise is not going to be wasted on crap like this. Should get the kindly kids to come up with a better design. Ron Stallard Ratepage

14-6-12.

Reminds me of the Emperor's new clothes, is it really necessary for a shirt to have a brand, if so in view of the recent rate rise Scruffy M^cDuck may be appropriate. Julie Kay

14-6-12.

It does not conjure up a image which would identify Warrup instantly. The colours don't match the description and unless you had that there, you would have no idea what it represents. The words need to be in the image. The current logo is still representative, easily recognisable & reproduces well in any size or medium. If it isn't broken, why fix it?

Sean Petersen.

14-6-12

I take it is Great it show Warrup up well

Grant Reynolds

14-6-12.

I am disappointed that it doesn't have a greater impact and identify Warrup. I liked the existing brand and don't see the need for a change.

Margaret Gibbs

14/6/12

THIS SEEMS INEFFECTIVE UNDERSTATED AND ADDS NO VALUE OR DISTINCTION TO THE NANNUP BRAND - MISSED OPPORTUNITY TO FIX SOMETHING THAT ALREADY BROKE.

PHIL LAIRD.

I came to Nannup, as an Horticulturalist, because it was the 'Garden Village'. Very disappointed that time & \$ has been wasted. It will be hard to have a festival if we aren't the garden village. Serena Terry.

I can't understand why you feel the brand needs changing. I find the colours dull (uninvigorating) and the "supposed" flower design at the top more indicative of ~~a forest~~ flames in the forest. Like 'T.H.' I think we can definitely do better ~~if~~ if you really think it needs changing. We have enough artists in our area who surely could ~~reflect~~ ^{create} a better image. Jambiantina

Nannup Branding, Comments from Community Consultation

Name	Comment	Response
	Love the artwork, beautiful colours	
Trevor Hay	Need a psychology degree to attribute meaning. Colours are dull and uninspiring. 'Rest, Connect, Grow' is meaningless.	The colours and the words 'rest, connect, grow' were identified in community consultation.
Brian Puckey	Logo does not bring instant recognition that this is Nannup and needs explanation to be understood. Colours are dull.	As above
Ron Stallard	Looks like a burnt out stump.	
Julie Kay	Shire does not need a brand.	
Jean Petersen	Does not conjure an image which identifies with Nannup. Colours don't match the description and needs explanation to be understood. The words need to be in the image. The current logo is still representative and reproduces well in any size and medium.	The colours were identified in community consultation.
Grant Raynel	Great, it shows Nannup up well.	
Margaret Gibb	Doesn't have a great impact in identifying Nannup. Like existing brand and don't see need for change.	Consultation identified that it was time to move on from the existing theme as Nannup has much more diversity and depth to offer.
Phil Laird	Ineffective, understated and does not add value or distinction to the Nannup brand.	
Serena Terry	Time and dollars wasted. Like the 'Garden Village', will be hard to have a festival if we are not the Garden Village.	As above
Jan Brenkman	Colours are dull and un-invigorating. The flower design at the top looks like flames in the forest. We have artists in our area who could create a better image.	The colours were identified in community consultation.

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

AGENDA NUMBER: 11.11 SUBJECT: Aged Housing Plan LOCATION/ADDRESS: Nannup NAME OF APPLICANT: N/A FILE REFERENCE: FNC 6 AUTHOR: Louise Stokes, Community Development Officer REPORTING OFFICER: Robert Jennings – Chief Executive Officer DISCLOSURE OF INTEREST: Nil DATE OF REPORT: 7 June 2012

BACKGROUND:

At the April 2012 Council meeting, Council resolved to receive the draft Aged Housing plan and to advertise it for public comment for a period of 30 days.

This project was an outcome of the Age Friendly Communities planning undertaken in 2011.

COMMENT

The Draft Aged Housing Plan has been available for comment on the Shire website, at the front desk and stakeholder agencies have previously provided feedback from the project consultant. No comments were received during the advertising period.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Shire of Nannup Forward Plan 2010/11 – 2014/15:

Program 8.2.B Assist the Danjangerup Cottages Committee in the construction of additional aged accommodation.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

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.

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

AGENDA ITEM: 11.12
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: N/A
DATE OF REPORT: 19 June 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	3613 - 3707	\$327,920.36
Accounts paid by cheque	18888 – 18904	\$ 29,599.72
Accounts paid by direct credit	99311 – 99316	\$ 65,755.73

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 \$359,647.48 in the attached schedule be endorsed.

**SCHEDULE OF ACCOUNTS PAYABLE
SHIRE OF NANNUP
SUBMITTED TO COUNCIL'S JUNE 2012 MEETING**

MUNICIPAL ACCOUNT			
Chq/EFT	Name	Description	Amount
EFT3613	EDGE PLANNING & PROPERTY	PROFESSIONAL FEES	\$3,207.60
EFT3614	MJB INDUSTRIES	DELIVER PIPE HEADWALL TO MOWEN ROAD	\$39,693.93
EFT3615	EVELYN PATMAN	REIMBURSEMENT OF EXPENSES	\$69.00
EFT3616	SLATER-GARTRELL SPORTS	CRICKET PITCH COVER	\$7,205.00
EFT3617	LOOSE GOOSE CHALETS	CATERING 40 PEOPLE	\$1,000.00
EFT3618	B & B STREET SWEEPING PTY LTD	HIRE STREET SWEEPER	\$2,645.50
EFT3619	NANNUP SKIP BINS	SKIP BIN SVCE	\$800.00
EFT3620	DATA #3 LIMITED	15 X DATA LICENCES	\$109.56
EFT3621	NANNUP LAVENDER FARM	CONSULTANCY - YOUTH PLAN FOR SHIRE	\$300.00
EFT3622	BP NANNUP	BUS HIRE	\$356.95
EFT3623	MAGGIE LONGMORE	TRAILS BROCHURE WORK	\$200.00
EFT3624	EDGE PLANNING & PROPERTY	PLANNING SVCES	\$3,356.10
EFT3625	MADER RICKARD CIVIL PTY LTD	PLANT HIRE	\$38,665.79
EFT3626	DAVMECH	HIRE MACHINERY	\$8,337.30
EFT3627	CATHERINE STEVENSON	PROJECT MANAGEMENT & TRAVEL	\$1,798.25
EFT3628	EVERY DAY WITH ADHD	PROFESSIONALS SEMINAR	\$190.00
EFT3629	NEIL GIBLETT	BLACKBERRY SPRAYING	\$1,925.00
EFT3630	COATES HIRE	PICKUP FOR HIRED MACHINERY	\$154.00
EFT3631	HOLCIM AUSTRALIA PTY LTD	STABILISED SAND	\$4,180.00
EFT3632	DOBBIN DESIGN	DESIGN & DRAFTING FOR LANDSCAPE DESIGN -	\$4,532.00
EFT3633	TOLL IPEC ROAD EXPRESS PTY LTD	DELIVERY FROM SW PRECISION	\$55.73
EFT3634	INSIGHT CCS PTY LTD	OVERCALLS FEE FOR APRIL 2012	\$72.93
EFT3635	GREG MADER & CO.	PLANT HIRE	\$6,022.25
EFT3636	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS	\$579.56
EFT3637	NANNUP COMMUNITY RESOURCE CENTRE	PROFESSIONAL DEVELOPMENT	\$863.00
EFT3638	SW PRECISION PRINT	500 BUSINESS CARDS	\$176.00
EFT3639	RICOH BUSINESS CENTRE	PHOTOCOPIER BILLING JOB	\$864.37
EFT3640	SYNERGY	STREETLIGHTING	\$2,053.50
EFT3641	KAY SAVORY	WORKSHOP FOR SENIORS	\$50.00
EFT3642	TRADE HIRE	HIRE OF TURFCUTTER & EXCAVATOR	\$490.65
EFT3643	TRACIE BISHOP	REIMBURSEMENT OF EXPENSES	\$127.00
EFT3644	WALGA	ADVERTISING MAINSTREET PROJECT	\$1,101.12
EFT3645	WARREN BLACKWOOD WASTE	BIN PICKUPS	\$6,004.76
EFT3646	PSI AUDIO (WA) PTY LTD	PURCHASE OF 4 CABLE COVERS	\$150.00
EFT3647	GLOBE SIGN COMPANY	SUPPLY 16 1.6MM ALUMINIUM SIGN PANELS	\$651.20
EFT3648	JACKSONS DRAWING SUPPLIES PTY LTD	WORKSHOP SUPPLIES	\$26.48
EFT3649	AUSRECORD	RECORD MANAGEMENT SUPPLIES	\$88.73
EFT3650	JP REPAIRS	SUPPLY & FIT 4 TYRES	\$841.40
EFT3651	ROBERT LONGMORE	MEETING FEES	\$160.00
EFT3652	BP NANNUP	MAY FUEL ACCOUNT	\$274.04
EFT3653	P & F MARTIN	SERVICE & CHECK OVER HYUNDAI TUCSON	\$158.05
EFT3654	LANDMARK ENGINEERING & DESIGN	COMPOSITE VASSE STOOL	\$4,284.50
EFT3655	ARBOR GUY	TREE LOPPING SERVICES	\$12,994.00
EFT3656	BUSSELTON TOYOTA	PURCHASE OF PRADO	\$10,648.65
EFT3657	BUSSELTON BITUMEN SERVICE & CIVIL	CONSTRUCT PARKING AREA FOR FROGS	\$6,545.22
EFT3658	ROBERT JENNINGS	REIMBURSEMENT OF EXPENSES	\$51.70
EFT3659	GL & RK DICKSON	5 CUBIC METRES OF POTTING MIX	\$440.00
EFT3660	PJ & VL LAMERS	NANNUP CONNECT TO MANJIMUP	\$650.00
EFT3661	NORMAN STEER	MEETING FEES	\$600.00
EFT3662	EDGE PLANNING & PROPERTY	PREP - DRAFT SHIRE OF LOCAL PLANNING STRATEGY	\$17,887.10
EFT3663	J M COMMUNITY DEVELOPMENT PROJECTS	STAGE 2 - ECON BUS PLAN - HEART OF NANNUP	\$7,832.00
EFT3664	VIC SMITH	REIMBURSEMENT OF EXPENSES	\$257.20
EFT3665	LOUISE'S KITCHEN	TOWER RD FIRE MEALS	\$39.50
EFT3666	AGCRETE	L BLOCKS	\$5,610.00
EFT3667	BUSSELTON IRRIGATION	ROADS BOARD RETICULATION	\$7,000.00
EFT3668	LOGIC AUSTRALIA PTY LTD	DEPOT SUPPLIES	\$8,820.90
EFT3669	ENVIRONMENTAL HEALTH AUSTRALIA INC.	I'M ALERT - ONLINE D SUBSCRIPTION 2012-2013	\$330.00
EFT3670	AMD CHARTERED ACCOUNTANTS	ACQUITTAL AUDIT- JALBARRAGUP BRIDGE	\$902.00
EFT3671	ARROW BRONZE	MEMORIAL PLAQUE	\$198.00
EFT3672	BOYANUP BOTANICAL	TREE SEEDLINGS	\$2,304.00
EFT3673	BUSSELTON PEST & WEED CONTROL	TERMITE INSPECTION & TREATMENT ON 11 BRIDGES	\$3,872.00
EFT3674	BLACKWOODS	SUNDRY SUPPLIES	\$6,388.62
EFT3675	D & J COMMUNICATIONS	SUPPLY NEW 2 WAY RADIOS FOR VEHICLE UP GRADES	\$5,186.50
EFT3676	COUNTRY WOMEN'S ASSOCIATION	CATERING COUNCIL MEETING	\$400.00
EFT3677	HOLCIM AUSTRALIA PTY LTD	SEALING AGG	\$7,541.60
EFT3678	LM & EA CROUCH	CULTIVATE LAWN AREAS - 3 HOURS	\$330.00

SCHEDULE OF ACCOUNTS PAYABLE SHIRE OF NANNUP SUBMITTED TO COUNCIL'S JUNE 2012 MEETING			
MUNICIPAL ACCOUNT			
Chq/EFT	Name	Description	Amount
EFT3679	LANDGATE	GRV INTERIM VALS	\$443.59
EFT3680	D & J MILLER (DO YOUR BLOCK CONTRACTING)	SITE PREPARATION FOR SES BUILDING EXTENSION	\$3,850.00
EFT3681	ESPECIALLY TULIPS	DAFFODIL & TULIP BULBS	\$385.00
EFT3682	FIRE AND EMERGENCY SERVICES AUTHORITY	2011/12 ESLB 4TH QTR CONTRIBUTION	\$6,113.43
EFT3683	THE GOOD FOOD SHOP	REFRESHMENTS	\$1,993.90
EFT3684	GREENWAY ENTERPRISES	GARDEN SUPPLIES, FERTILISERS & CHEMICALS	\$1,137.21
EFT3685	HOWSON TECHNICAL	AMP & MAINSTREET PLANNING	\$8,434.80
EFT3686	HOLBERRY HOUSE	ACCOMMODATION	\$220.00
EFT3687	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT CHARGES	\$491.39
EFT3688	K & C HARPER	CARAVAN PARK MAINTENANCE	\$5,915.25
EFT3689	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMA EXECUTIVE MANAGEMENT PROGRAM	\$1,650.00
EFT3690	NANNUP HARDWARE & AGENCIES	SUNDRY SUPPLIES	\$7,327.45
EFT3691	NETREGISTRY PTY LTD	RENEWAL OF NANNUP.WA.GOV.AU FOR 2 YEARS	\$55.00
EFT3692	NANNUP COMMUNITY RESOURCE CENTRE	ADVERTISING IN JUNE TELEGRAPH	\$374.00
EFT3693	NANNUP LIQUOR STORE	BEVERAGES	\$48.99
EFT3694	PRESTIGE PRODUCTS	CLEANING SUPPLIES	\$671.00
EFT3695	BUSSELTON RURAL SUPPLIES	1 BAG OF RYEGRASS SEED	\$63.75
EFT3696	ROD'S AUTO ELECTRICS	SUPPLY & FIT PLUG - TOYOTA PRADO	\$154.36
EFT3697	RICOH BUSINESS CENTRE	PHOTOCOPIER MAINTENANCE	\$51.70
EFT3698	SYNERGY	ELECTRICITY EXPENSES	\$4,395.70
EFT3699	SUGAR MOUNTAIN ELECTRICAL SERVICES	FORESHORE PARK ABLUTION BLDG MAINTENANCE	\$4,578.41
EFT3700	SHIRE OF MANJIMUP	BITUMEN PATCHING	\$733.91
EFT3701	LOUISE STOKES	REIMBURSEMENT OF EXPENSES	\$355.76
EFT3702	TRADE HIRE	BOOMLIFT & HARNESS,	\$374.00
EFT3703	TRACIE BISHOP	REIMBURSEMENT OF EXPENSES	\$591.30
EFT3704	WML CONSULTANTS	BLACKSPOT REVIEW - SVCES RENDERED	\$352.00
EFT3705	WORTHY CONTRACTING	1 MONTH CONTRACT - NWP	\$17,053.33
EFT3706	WESTCARE INDUSTRIES	LIBRARY BOARD RETURN FORM	\$23.90
EFT3707	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$9,430.99
		Total Municipal EFT Payments:	\$327,920.36
18888	NANNUP PHARMACY	CLEANING SUPPLIES	\$21.93
18889	BUSSELTON TOYOTA	PURCHASE OF SHIRE VEHICLES	\$14,778.70
18890	NUMERO PTY LTD	HIRE WHITE 4X2 TRAY TRK	\$3,799.13
18891	BLACKWOOD RIVER PHYTOPHARM	SENIORS SPROUTS" ACTIVITY PREPARATION	\$50.00
18892	SHIRE OF NANNUP	NUMBER PLATE CHANGES	\$48.00
18893	WARREN BLACKWOOD STRATEGIC ALLIANCE	TRAILS SUPPORT FUNDING	\$1,650.00
18894	DEEP FOREST IRON	CEMETERY GATES	\$500.00
18895	BUNNINGS- BUSSELTON	PLANTS	\$56.20
18896	STEPHANIE CAMARRI	MEETING FEES	\$4,100.04
18897	BUSSELTON FLORIST	GRATUITY PRESENT	\$100.00
18898	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION TIP TRUCK	\$651.70
18899	SHIRE OF NANNUP	VEHICLE REGISTRATION	\$1,222.20
18900	WATER CORPORATION	WATER USE CHARGES	\$9.55
18901	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$1,431.67
18902	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$615.40
18903	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$327.60
18904	CHALLENGER	SUPERANNUATION CONTRIBUTIONS	\$237.60
		Total Municipal Cheque Payments:	\$29,599.72
99311	SG FLEET AUSTRALIA P/L	LEASE VEHICLE CAR	\$637.30
99312	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN AND INTEREST REPAYMENTS	\$34,260.23
99313	BP AUSTRALIA	FUEL EXPENSES	\$28,213.17
99314	CALTEX AUSTRALIA	FUEL EXPENSES	\$412.74
99315	TELSTRA	TELEPHONE EXPENSES	\$2,127.40
99316	WESTNET	INTERNET EXPENSES	\$104.89
		Total Municipal Direct Payments:	\$65,755.73
		Total Municipal Payments for the Month:	\$359,647.48
		Total Trust Payments for Period:	\$0.00
		Total Payments for Period:	\$359,647.48