



Shire of
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Agenda

Council Meeting to be held
on Thursday 26 November 2015
Commencing at 4.15pm

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**
4. **PUBLIC QUESTION TIME**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**
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 22 October 2015 be confirmed as a true and correct record.

9. **MINUTES OF COUNCIL COMMITTEES**

- 9.1 **Shire of Nannup Bushfire Advisory Committee**

That Council adopts the Minutes of the Shire of Nannup Bushfire Advisory Committee Meeting held 2 November 2015.

- 9.2 **Shire of Nannup Shire Local Emergency Management Advisory Committee**

That Council receives the Minutes of the Shire of Nannup LEMC Advisory Committee Meeting held 4 November 2015

- 9.3 **Shire of Nannup Australia Day Advisory Committee**

That Council adopts the Minutes of the Shire of Nannup Australia Day Advisory Committee Meeting held 16 November 2015

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

Agenda No.	Description	Page No.
CHIEF EXECUTIVE OFFICER		
12.1	Bushfire Risk Management Planning	5
12.2	Rural Numbering System	8
12.3	Chief Executive Officer – Probation Period Associated with Contract of Employment	10
12.4	2016 Nannup Visitor Centre Service Agreement	12
12.5	Nannup Kindergarten Building	14
12.6	Lower Blackwood LCDIC - Memorandum of Understanding	16
12.7	Review of Freedom of Information Statement	18
COMMUNITY & DEVELOPMENT SERVICES		
12.8	Proposed Closure of an Unnamed Road Reserve on Lot 3 Halley Road, Cundinup – Submitted for Endorsement	20
12.9	South West Settlement Land Base Consultation	23
12.10	Application for an Exploration Licence	25
12.11	Acceptance of WALGA Grant	28
WORKS & SERVICES		
12.12	Main Street Paving Brick Tender	30
FINANCE & ADMINISTRATION		
12.13	Budget Monitoring – October 2015	32
12.14	Monthly Accounts for Payment - October 2015	35

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

13.1 OFFICERS

13.2 ELECTED MEMBERS

14. MEETING CLOSED TO THE PUBLIC
(Confidential Items)

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

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

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

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

17. CLOSURE OF MEETING

CEO DEPARTMENT

AGENDA NUMBER:	12.1
SUBJECT:	Bushfire Risk Management Planning
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Department of Fire and Emergency Services
FILE REFERENCE:	FRC 2
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	3 November 2015
ATTACHMENTS:	12.1.1 – Overview of Current Status of Project 12.1.2 – Proposed Grant Agreement

BACKGROUND:

Chief Superintendent Rob Cox advised Council in writing that he was pleased that the preparatory activities relating to the Bush Fire Risk Management Planning (BRMP) program have been completed and that DFES is now in a position to progress the recruitment of a local government Bushfire Risk Planning Coordinator (BRPC) and associated grant agreement.

COMMENT:

On Wednesday, 28 October 2015 the CEO met with the Chief Superintendent, and other representatives from DFES to further discuss the next phase of the BRMP, which is primarily associated with the employment of a BRPC shared between the Shires of Nannup and Augusta/Margaret River. Funding, via the attached Agreement, will be provided up to 30 June 2016 by which time DFES believes that the required Bushfire Risk Plans should have been prepared.

Once the Funding Agreement has been signed, the Shires of Nannup and Augusta/Margaret River will go through an appointment process with the successful applicant being based in the Shire of Augusta/Margaret River's offices due to its ability to better resource the position.

The future of the BRPC position will be dependent upon future State Government being made available to DFES beyond 30 June 2016.

STATUTORY ENVIRONMENT:

Requirement to sign a Grant Funding Agreement between DFES and the Shires of Nannup and Augusta/Margaret River.

POLICY IMPLICATIONS:

Policy FNC 6 – Acceptance of Grant Funding

Acceptance of grant funding by Council is to be in accordance with the following:

1. Any matching funding required of Council is to be included in the annual budget or by Council resolution.
2. The Chief Executive Officer is delegated authority to accept grants on behalf of Council up to a maximum amount of \$5,000 or for higher sums where budgetary provision for the grant or associated match funding already exists. In all remaining cases the Chief Executive Officer is delegated authority to accept the grant from the funding body but the grant may not be committed to projects until such time as a formal report has been presented to Council seeking endorsement of its application.
3. Where a grant is accepted on behalf of Council up to the delegated amount, an Information Report is to be provided to Council at the next available opportunity giving details of the grant accepted.
4. Where a grant is accepted on behalf of Council up to the delegated amount, the grant purpose is to be consistent with existing planning documents or direction of Council such as Council's adopted Forward Plan, budget or existing resolution of Council.

FINANCIAL IMPLICATIONS:

There are no financial implications for Council associated with the BRPC position.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan – Strategy 1.1 Promote a connected, safe and healthy Shire – Educate and enforce health, emergency management and planning regulations, whilst continuing community development work.

RECOMMENDATION:

That Council endorses the actions of the CEO in signing the "Bushfire Risk Management Planning Project Grant Agreement" to secure DFES funding and to progress the appointment of a Bushfire Risk Planning Coordinator for the Shires of Nannup and Augusta/Margaret River in accordance with the Funding Agreement.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.2
SUBJECT:	Rural Numbering System
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Balingup Road Volunteer Bushfire Brigade
FILE REFERENCE:	FRC 11
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	6 November 2015

BACKGROUND:

Mr Greg Sharp, Treasurer/Secretary of the Balingup Road Volunteer Bushfire Brigade has written to advise that at the Brigade's AGM held on Monday, 12 October 2015 members unanimously resolved that the Shire of Nannup makes it a priority for funding in the 2016/2017 Budget to implement the Rural Numbering system throughout the Shire.

Mr Sharp advises that members are aware that Council has considered the implementation of the system in at least 2 previous Budgets but it has been withdrawn and it is understood that Nannup is one of the last Shires in the State to activate the system.

Mr Sharp indicates that the system is vitally important in emergency situations, whether it is fire, ambulance or Police locating properties and the system if implemented could save lives in such situations.

COMMENT:

Councillors will recall that the CEO advised that he was in receipt of the above correspondence at the October 2015 Council Information Session and would be presenting it to Council at this meeting with a formal recommendation.

The Balingup Road Volunteer Bushfire Brigade has been advised in writing that the above correspondence was presented to Council and that consideration of funding for the Rural Numbering System would be referred to the 2016/2017 Budget deliberations. Further support for the implementation of the System was raised at the Bushfires Advisory Committee meeting held on Monday, 2 November 2015.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

To be listed in the 2016/2017 Budget deliberations.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan – Strategy 1.1 Promote a connected, safe and healthy Shire – Educate and enforce health, emergency management and planning regulations, whilst continuing community development work.

RECOMMENDATION:

That Council receives the correspondence from the Balingup Road Volunteer Bush Fire Brigade regarding implementation of the Rural Road Numbering System and that Council refers the allocation of funds for its implementation to the 2016/2017 Budget deliberations.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.3
SUBJECT:	Chief Executive Officer – Probation Period Associated with Contract of Employment
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Peter Clarke – Chief Executive Officer
FILE REFERENCE:	
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	6 November 2015

BACKGROUND:

Clause 2.1 of the Chief Executive Officer's Contract of Employment states the following:-

"Subject to the terms and conditions of this Agreement the Council shall employ the officer as the Chief Executive Officer, for the term of three (3) years, commencing on 3 March 2015 and expiring on 2 March 2018, provided that the first 6 months of the Term shall be a probationary period during which either party may terminate this Contract for any reason by giving the other party one month's notice or by payment by the party giving notice of one month's cash salary in lieu of notice".

COMMENT:

The 6 month probationary period has now expired and in consideration that both parties have not invoked the 6 month termination period, the Contract and associated provisions will now go to the formal 3 year Contract period. Obviously there are still provisions for either party to terminate the Contract but other considerations contained within the Contract apply.

Requirements to meet set Performance Criteria which are to be reviewed annually by Council will now apply as per Clause 4.2 of the Contract which states:-

"The Officer's performance pursuant to this Agreement will be reviewed by the Council annually during the term and more frequently if the Council or the Officer perceives that there is a need to do so. The Council must give the Officer at least 14 days notice in writing that a performance review is to be conducted".

STATUTORY ENVIRONMENT:

Chief Executive Officer Contract of Employment.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

RECOMMENDATION:

That Council notes that the 6 month probationary termination period contained within the Chief Executive Officer's Contract of Employment has now expired and in consideration that both parties have not invoked the termination Clause within this period, full provisions of the Contract now apply.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.4
SUBJECT:	2016 Nannup Visitor Centre Service Agreement
LOCATION/ADDRESS:	
NAME OF APPLICANT:	"A Taste of Nannup" and the Shire of Nannup
FILE REFERENCE:	
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	6 November 2015
ATTACHMENT:	12.4.1 – Nannup Visitor Centre Services – 2016 Agreement

BACKGROUND:

At the 23 July 2015 Ordinary meeting of Council the following was resolved in respect to the ongoing Visitor Centre services in Nannup:-

9231 LONGMORE/DEAN

That Council advises the proprietors of "A Taste of Nannup" that it is willing to negotiate a new Contract with "A Taste of Nannup" for the provision of Visitor Centre Services for the 2016 calendar year based along similar lines as the 2015 Contract.

CARRIED 8/0

COMMENT:

A Service Agreement for Visitor Centre services for 2016 was prepared and presented to "A Taste of Nannup" and has been endorsed by the proprietors.

A quarterly reporting regime for statistical data on visitor contacts has now been incorporated into the Agreement as requested by Council. Other minor alterations to the previous Agreement have been made to satisfy both parties.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Provision has been made in the 2015/2016 Budget for the Visitor Centre Services.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan – Strategy 2.2 Tourism/Recreation – Support the provision of a Visitor Centre service.

RECOMMENDATION:

That Council endorses the Visitor Centre Services Agreement with “A Taste of Nannup” for the 2016 calendar year and authorises the CEO to sign the document on behalf of Council and pay the 1st instalment of funding as budgeted in accordance with the Agreement.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.5
SUBJECT:	Nannup Kindergarten Building
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Chief Executive Officer
FILE REFERENCE:	
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	6 November 2015

BACKGROUND:

With the imminent relocation of the Kindergarten operations to the Nannup District High School, there has been some interest in the utilisation of the current building by community groups/organisations in Nannup.

COMMENT:

The building is currently shared by the Kindergarten and the Nannup Playgroup, who utilise the building one day per week. It would not be ideal for this resource to be left under-utilised however, Council should be cognisant of the fact that at this stage there are no other facilities within the town site that would be suitable for the Playgroup and that considerable infrastructure is in place at this site for their operations.

The CEO did meet with Playgroup representatives and discussed possible scenarios regarding their future operations. The Playgroup did appreciate the situation and indicated that if an alternative site was found, certain requirements would need to be addressed e.g., storage of equipment, playground equipment etc. A possible sharing arrangement with a new tenant was discussed.

To gauge interest in the utilisation of the building it is considered that Council should advertise calling Expressions of Interest from interested groups with the view to a possible sharing arrangement with the Nannup Playgroup. This process will at least provide Council with some options for consideration.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan – Strategy 5.2 Our Community Leadership – To have united community groups working together.

RECOMMENDATION:

That Council calls for Expressions of Interest from community groups/organisations regarding future tenancy of the Old Pre-School Building with the view to possible sharing arrangements with the Nannup Playgroup.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.6
SUBJECT:	Memorandum of Understanding
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Lower Blackwood Catchment Land Conservation District Committee
FILE REFERENCE:	ADM16
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	16 November 2015
ATTACHMENT:	12.6.1 – Draft Memorandum of Understanding

BACKGROUND:

The Lower Blackwood LCDC encourages member Local Governments to sign an MOU which formally agrees to set undertakings and recognises the working relationship between the Shire of Nannup and the LCDC.

COMMENT:

The objectives contained within the MOU for both the Shire of Nannup and the Lower Blackwood LCDC primarily promote good working relationships and do not commit either organisation financially.

Cr Longmore is Council's representative on the Lower Blackwood LCDC and was officially appointed to the position at the 26 March 2015 Ordinary meeting of Council. The position is a statutory one through appointment by the Minister for Agriculture and is Gazetted accordingly.

To enable Cr Longmore to present the MOU to the LCDC meeting held on Monday, 16 November 2015, the Shire President signed the document on behalf of the Shire of Nannup.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan – Strategy 4.1 Our Natural Environment – Protect our range of natural assets.

RECOMMENDATION:

That Council endorses the actions of the Shire President in signing the Memorandum of Understanding between the Shire of Nannup and the Lower Blackwood Land Conservation District Committee.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.7
SUBJECT:	Review of Freedom of Information Statement
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 7
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	16 November 2015
ATTACHMENT:	12.7.1 – Freedom of Information Statement 2015/16

BACKGROUND:

The Freedom of Information Act 1992 requires agencies covered by the Act to produce and annually review a Freedom of Information Statement. A Statement is currently available on the council's website and was last reviewed at the Ordinary Meeting of Council on 27 November 2014.

COMMENT:

The proposed amendments to the Statement are shown at Attachment 12.7.1.

Amendments are needed as follows:

1. The Council's structure has been updated to reflect the result of the recent election.
2. Addition of Representative Working Groups.

STATUTORY ENVIRONMENT:

Sections 96 and 97 of the Freedom of Information Act 1992.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

RECOMMENDATION:

That Council approves of the amendments to the Shire of Nannup's Freedom of Information Statement as presented.

VOTING REQUIREMENTS: Simple Majority.

COMMUNITY & DEVELOPMENT SERVICES

AGENDA NUMBER:	12.8
SUBJECT:	Proposed Closure of an Unnamed Road Reserve on Lot 3 Halley Road, Cundinup – Submitted for Endorsement
LOCATION/ADDRESS:	Lot 3 Halley Road, Cundinup
NAME OF APPLICANT:	Nathan & Helen Helms
FILE REFERENCE:	A190
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	11 November 2015
PREVIOUS MEETING REFERENCE:	24 September 2015
ATTACHMENTS:	12.8.1 – Correspondence and plan from applicant 12.8.2 – Location map 12.8.2 - Submissions

BACKGROUND:

An application has been made to permanently close an unnamed road reserve which bisects Lot 3 Halley Road, Cundinup and once closed, for it to be amalgamated into the surrounding freehold land. The applicants' request is outlined in Attachment 12.8.1.

The location of the road reserve is shown in Attachment 12.8.2. The area is approximately 20 kilometres north-northeast of the Nannup townsite.

At its ordinary meeting on 24 September 2015, the Council passed the following motion at minute No. 9270:

"That Council agree to initiate a request for permanent road reserve closure action, under section 58 of the Land Administration Act 1997 subject to the closed road reserve being amalgamated into surrounding Lot 3 on Plan 28934."

In accordance with the Council resolution, the *Land Administration Act* and the *Land Administration Regulations*, the Shire administration consulted extensively for a six week period through the Shire administration:

- writing to and inviting comments from adjoining/nearby landowners;
- writing to and inviting comments from relevant State Government and servicing authorities;
- placing a public notice in the Busselton-Dunsborough Times;
- placing details on the Shire website; and
- having information available at the Shire office.

The Shire received 4 submissions on the proposed closure which are set out in Attachment 12.8.3. All submissions raise no objections.

The Shire is still awaiting comments from Department of Parks and Wildlife and these will be presented to Council verbally.

COMMENT:

As no objections were received, it is suggested that Council can now finalise its position on the closure. It is recommended that Council agree to a permanent closure of the road reserve shown in Attachment 12.8.1 given the road reserve is not connected to any other road reserve and, as such, a road is never likely to be constructed.

Subject to the Council's decision, the Minister for Lands will determine whether to permanently close the road reserve. Should the Minister agree and should associated valuation and other matters be acceptable to the applicants/landowners, the unnamed road reserve on Lot 3 Halley Road, Cundinup will be amalgamated into adjoining properties.

STATUTORY ENVIRONMENT:

The *Land Administration Act* and *Land Administration Regulations* require the Shire to seek comment for at least 35 days. The Shire administration has met this requirement through writing to adjoining/nearby landowners, relevant servicing authorities and State Government agencies and inviting comments from the wider community through the public notice in a local paper.

The Council now needs to formally resolve to finalise the closure and indemnify the Department of Lands against any costs that may arise (survey documentation, stamp duty etc.). It is recommended that these costs should be borne by the applicant/landowner.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

RECOMMENDATION:

That Council:

1. Agree to permanently close the unnamed road reserve on Lot 3 Halley Road, Cundinup as shown in Attachment 12.8.1.
2. Request the Minister for Regional Development and Lands to permanently close the unnamed road reserve shown in Attachment 12.8.1 with the road reserve being amalgamated into Lot 3 Halley Road.
3. Indemnifies the Department of Lands against any costs in the process, with these costs being borne by the applicant/landowner.
4. Delegate authority to the Shire's Chief Executive Officer to progress matters with the Department of Lands, other agencies and the applicant/landowner regarding the closure of the road reserves, including the signing and sealing of all documentation required.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.9
SUBJECT:	South West Settlement Land Base Consultation
LOCATION/ADDRESS:	Various
NAME OF APPLICANT:	Department of Lands
FILE REFERENCE:	TPL 12
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	29 September 2015
PREVIOUS MEETING REFERENCE:	
ATTACHMENTS:	12.9.1 - Correspondence and spreadsheet 12.9.2 - Location maps (townsite) 12.9.3 - Location map (Poison Swamp)

BACKGROUND:

A letter has recently been received from Department of Lands requesting the Shire's comments on 94 parcels of Crown Land within the Shire which have been identified for consideration as part of the benefits package to be offered to the six native title claimant groups via the South West Aboriginal Land and Sea Council (SWALSC). A copy of the correspondence is shown in Attachment 12.9.1.

The identified land parcels are spread throughout the Shire and a majority have been identified as having low or no impact on residents and users of the Shire. Four parcels are located in the Nannup townsite as shown in Attachment 12.9.2. One parcel is located at Poison Swamp, Darradup as shown in Attachment 12.9.3 adjacent to private land parcels.

COMMENT:

The Development Services Officer has provided initial comments to Department of Lands and has flagged the parcels shown in Attachments 12.9.2 & 12.9.3 as requiring further comment from Council.

The parcel of Unallocated Crown Land (UCL) at the western end of Forrest St extends into the Foreshore Park reserve and includes a section of the one way vehicle access. The Shire administration has concerns that the inclusion of this parcel of land could impact on the public use of the Foreshore Park reserve.

Lots 88 on DP130080 (UCL), 175 on DP140805 (Reserved Land) and 178 on DP140805 (Reserved Land), all in Wilson Street, are located in a residential area and in the 1 in 25 year flood zone. The Shire administration has concerns that the

inclusion of these parcels as freehold land may result in residential development which is unsuitable for a flood-risk area.

Lot 3946 on DP137864 (UCL) is located near Poison Swamp and is adjacent to privately-owned land, the owners of which are expected to initiate a Scheme amendment within the next 6-12 months to address historical ownership issues. These owners are also currently working with the Shire to have Poison Swamp Road dedicated. The Shire administration has concerns that the inclusion of this parcel of land may negatively impact on the progress of both the historical ownership issues and the road dedication.

Based on the above, it is suggested that Council advises the Department of Lands that it objects to the parcels of land noted above being included as part of the benefits package to be offered to the six native title claimant groups via the SWALSC.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

RECOMMENDATION:

That Council advises the Department of Lands that it objects to the parcels of land described as:

- Unallocated Crown Land located at the western end of Forrest Street, Nannup;
- Lot 88 on DP130080 in Wilson Street, Nannup;
- Lots 175 and 178 on DP140805 in Wilson Street, Nannup; and
- Lot 3946 on DP137864 in Darradup,

being included as part of the benefits package to be offered to the six native title claimant groups via the South West Aboriginal Land and Sea Council.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.10
SUBJECT:	Application for an Exploration Licence
LOCATION/ADDRESS:	Nannup Balingup Road
NAME OF APPLICANT:	Millward Surveys Pty Ltd on behalf of Lithium Australia NL
FILE REFERENCE:	TPL 15
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	18 November 2015
PREVIOUS MEETING REFERENCE:	
ATTACHMENT:	12.10.1 - Correspondence and application details 12.10.2 – Location map

BACKGROUND:

Millward Surveys Pty Ltd have submitted an application for an exploration licence 70/4789 of which a portion is located on the southern side of Nannup Balingup Road between Nelson Location 2896 (Hillbillé Vineyard) and the boundary between Shire of Nannup and Shire of Donnybrook-Balingup.

COMMENT:

Under the Mining Act any works within a gazetted townsite or within 2 kilometres of the boundary of a gazetted townsite requires comment from the Local Government. In these instances, the proposed drilling operations will be well outside any designated townsite, and there may be proposed drilling operations along the road reserves within the exploration licence areas. The abovementioned roads are all controlled by the Shire.

It is suggested that Council should grant approval to the applicant to carry out roadside drilling based on the following general conditions:

1. That dust suppression is carried out so that others are not adversely affected;
2. That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
3. Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;

4. All containers used for soil samples, including plastic bags, are to be removed from the site and disposed of in a suitable manner;
5. All rubbish is to be disposed of at the nearest local landfill site in the appropriate manner;
6. A firefighting unit with a minimum capacity of 1,000L is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
7. No drill holes are to extend under any public roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading);
8. Safety signs are to be erected in accordance with Australian Standards to warn both mining staff, contractors, site visitors and the general public;
9. All drill holes are to be capped as soon as possible/practical after drilling;
10. If working within 100m of a residence, all noise generated is to be limited in accordance with the *Environmental Protection (Noise) Regulations 1997*, in particular when working between 7:00pm and 7:00am;
11. A traffic management plan is required to be submitted to and approved by the Shire of Nannup; and
12. The proposed drilling work is advertised in the local "Nannup Telegraph" prior to any work commencing to notify the general public of this work; the applicants are to discuss and obtain approval to access private property prior to the company or its contractors accessing this land.

The Manager Infrastructure is aware of this application and has raised no issues in regards to the possibility of any drilling along Nannup Balingup Road.

STATUTORY ENVIRONMENT: Compliance with the *Environmental Protection (Noise) Regulations 1997*, and the *Environmental Protection Act 1986*.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

RECOMMENDATION:

That Council grants approval to Millward Surveys Pty Ltd on behalf of Lithium Australia NL to carry out drilling along the Shire of Nannup controlled section of the Nannup Balingup Road reserve as shown on the attached map on the following conditions:

1. That dust suppression is carried out so that others are not adversely affected;
2. That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
3. Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
4. All containers used for soil samples, including plastic bags, are to be removed from the site and disposed of in a suitable manner;
5. All rubbish is to be disposed of at the nearest local landfill site in the appropriate manner;
6. A firefighting unit with a minimum capacity of 1,000L is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
7. No drill holes are to extend under any public roadways. Drilling being carried out is not to interfere with road drainage and must be beyond the batter line (this is to minimise damage to capped drill holes during maintenance grading);
8. Safety signs are to be erected in accordance with Australian Standards to warn both mining staff, contractors, site visitors and the general public;
9. All drill holes are to be capped as soon as possible/practical after drilling;
10. If working within 100m of a residence, all noise generated is to be limited in accordance with the *Environmental Protection (Noise) Regulations 1997*, in particular when working between 7:00pm and 7:00am;
11. A traffic management plan is required to be submitted to and approved by the Shire of Nannup; and
12. The proposed drilling work is advertised in the local "Nannup Telegraph" prior to any work commencing to notify the general public of this work; the applicants are to discuss and obtain approval to access private property prior to the company or its contractors accessing this land.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.11
SUBJECT:	Acceptance of Grant – Automatic Doors Shire Offices
LOCATION/ADDRESS:	Shire of Nannup Offices, Adam St
NAME OF APPLICANT:	Western Australian Local Government Grant
FILE REFERENCE:	FNC 6
AUTHOR:	Louise Stokes – Community & Economic Development Officer
REPORTING OFFICER:	Peter Clarke –Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	10 November 2015

BACKGROUND:

Funding acknowledgement has been received of \$43,750 from the West Australian Local Government Authority (WALGA) through their Community Infrastructure Grant program. As this funding is over \$5,000, Council is required to accept the funding as per Council policy FNC 6.

COMMENT:

This project is to install electronic doors at the Shire of Nannup offices, which will assist residents to easily access facilities and services located within the building.

The installation of electronic doors is a practical solution to ensuring that all members of the community, particularly people with disability are shown mutual respect and are treated as welcome members of the community.

This is an action in Council's Disability Access & Inclusion Plan 2013-2018.

As the grant agreement was required to be signed and returned to the WA Local Government Authority by the 6th November Council were notified of the grant at the October Council meeting. The grant agreement has been signed and returned and this agenda item completes the governance requirements for accepting the grant.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: FNC 6 Acceptance of Grant funds.

FINANCIAL IMPLICATIONS:

\$5,000 from Asset Management Account

STRATEGIC IMPLICATIONS:

The Shire of Nannup Community Strategic Plan 2013- 2023

Our Built Environment: 3.1.1: Well-maintained quality infrastructure for our community and visitors and promote activity.

Shire of Nannup Disability Access & Inclusion Plan: Outcome 2: *People with disability have the same opportunities as other people to access the buildings and facilities of a public authority.*

RECOMMENDATIONS:

1. That Council endorse the actions of the Chief Executive Officer in accepting the Community Infrastructure Program grant of \$43,750.00 from the Western Australian Local Government Authority.
2. That Council contributes \$5,000.00 towards this project from the Asset Management Reserve

VOTING REQUIREMENTS: Absolute Majority.

WORKS & SERVICES

AGENDA NUMBER:	12.12
SUBJECT:	Main Street Paving Brick Tender
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	WRK 33
AUTHOR:	Chris Wade – Manager Infrastructure
REPORTING OFFICER:	Chris Wade – Manager Infrastructure
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	12 November 2015

BACKGROUND:

Council has almost completed the Main Street Stage 1 upgrade which included drainage, kerbing, paving and tree replacement.

As a result of the upgrade Council now has a stockpile of used paving bricks at its works depot. A small quantity has been supplied to East Nannup, Scott River and Nannup Brook fire sheds.

COMMENT:

It is the officer's recommendation to put the paving bricks out for public tender over the coming months. Council is required to give delegated authority to the Chief Executive Officer to award the tender without the requirement for an item to come back for Council to make a decision.

It is proposed to place a pallet limit per tenderer to allow for a more even distribution as there has been considerable interest shown in them and to also only advertise locally.

Council staff will evenly palletise all the useable used paving bricks and number them to allow easy disposal. As these pallets will be stored at the depot it is also not planned to have an inspection for security and Risk Management reasons. The paving bricks will be based on a first in first served basis once the tenders have been awarded as it will have some logistical and cost implications for Council's outside staff.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

An income will be credited into Main Street Reserve budget. This is an unknown figure.

STRATEGIC IMPLICATIONS:

RECOMMENDATION:

Council give delegated authority to The Chief Executive Officer to dispose of the Main Street used paving bricks.

VOTING REQUIREMENTS: Simple Majority

FINANCE & ADMINISTRATION

AGENDA NUMBER:	12.13
SUBJECT:	Budget Monitoring – October 2015
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	17 November 2015
ATTACHMENTS:	12.13.1 - Financial Statements for the period ending 31 October 2015 12.13.2 - Table Showing Detailed Variances for 2015/16

BACKGROUND:

Local Government (Financial Management) Regulation 34(1) requires that Council report monthly on the financial activity from all the various operating and capital divisions. Council has adopted a variance threshold of 10% or \$5,000, whichever is the greater on which to report. The statutory statements are appended at Attachment 12.13.1

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

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

COMMENT:

At this stage in the financial year it is difficult to estimate what the fluctuations between budgeted and actual amounts will be within most schedules. Monitoring of all accounts is completed on a monthly basis. It is noted that there are trends developing that would indicate movement from anticipated budgeted amounts to expected expenditure and income received. These trends will continue to be monitored and will be reported on within the annual review of the Budget planned for February 2016.

At this point in time the following variances are noted however actual dollar figures are yet to be determined:

Expenses

- Computer maintenance may exceed budgetary spend. This year we have had an inordinate level of support required as a result of negative internet related activity. This has required additional IT support to be given and will also require additional software to be purchased once the issues are resolved to ensure that the same issues do not keep reoccurring.
- Ranger Services – Although ranger services has been a service offered by the Shire of Nannup previously, this year is the first year of Council having a qualified officer within this area. As a result there have been spends required that may exceed the budgeted amount.
- There are expected to be savings realised within the salaries and wages budgets as a result of changes to the staffing structure within the organisation.
- Seniors spending is expected to exceed budget as a result of spending incurred despite no grant funding being realised. This will be offset via savings made as a result of Youth Officer position no longer being included within corporate structure.
- Savings within the Planning budget are expected as a result of less reliance on an external consultant. This is as a direct response to staff receiving the training required within this capacity.
- Street Lighting expenses are expected to be less than anticipated. Original estimations were for a 17% increase however actual increases are considerably lower.
- Local Road Maintenance is expected to exceed budgeted amounts. This is as a result of the labour content originally estimated to be required within the Main Street and Recreation Centre upgrades being considerably lower than actual labour content required.
- Fuel and Oil expenses however are expected to be considerably lower than anticipated and this will be used to offset the overspend mentioned above.

Income:

- General License Fees within health are higher than anticipated. A new annual license fee was introduced this year and this has resulted in increased revenue within this area.
- Mobile bin charges are slightly higher than expected. This fluctuates with the number of bins in use.
- Caravan Park lease fees are higher than original estimate. Patronage at the caravan park has exceeded estimation which results in added income for Council
- Senior Grant income budgeted within 2015/16 budget is not expected to be received as no grant funding has been identified within this area.

Attachment 12.13.2 provides a detailed breakdown of income and expenditure incurred to 31 October 2015 and the associated annual budgets. This is broken down into four columns. The annual budget within the schedule, the budgeted year to date figures, actual spend to date and variance between budgeted year to date and actual.

STATUTORY ENVIRONMENT:

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

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

It is recommended that the Monthly Financial Statements for the period ending 31 October 2015 be received.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.14
SUBJECT:	Monthly Accounts for Payment - October 2015
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT:	18 October 2015
ATTACHMENTS:	12.14.1: Schedule of Accounts for Payment – October 2015 12.14.2: Credit Card Payments – October 2015

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund to 31 October 2015 as detailed hereunder and noted on the attached schedule, are submitted to Council.

COMMENT:

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

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

Municipal Account

Accounts paid by EFT	7602 - 7741	\$676,338.31
Accounts paid by cheque	19895 –19917	\$52,643.05

Accounts paid by Direct Debit	DB9417-1 to DB9417-8	16,769.15
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Sub Total Municipal Account		<u>\$745,750.51</u>
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Trust Account

Accounts paid by EFT 7685	\$200.00
Accounts Paid by cheque	\$0.00

SubTotal Trust Account	<u>\$200.00</u>
Total Payments	<u>\$745,950.51</u>

STATUTORY ENVIRONMENT:

LG (Financial Management) Regulation 13

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$745,950.51 in the attached schedule be endorsed.

VOTING REQUIREMENTS: Simple Majority

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

13.1 OFFICERS

13.2 ELECTED MEMBERS

**14. MEETING CLOSED TO THE PUBLIC
(Confidential Items)**

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

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

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

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

17. CLOSURE OF MEETING



Agenda Attachments

Item	Attach	Title
9.1	1	Shire of Nannup Bushfire Advisory Committee Minutes
9.2	1	Shire of Nannup Local Emergency Management Advisory committee Minutes
9.3	1	Shire of Nannup Australia Day Advisory Committee Minutes
12.1	1	Overview of Current Status of Project
	2	Proposed Grant Agreement
12.4	1	Nannup Visitor Centre Services – 2016 Agreement
12.6	1	Draft Memorandum of Understanding
12.7	1	Freedom of Information Statement 2015/16
12.8	1	Correspondence and Plan from Applicant
	2	Location Map
	3	Submissions
12.9	1	Correspondence and Spreadsheet
	2	Location Maps (town site)
	3	Location Map (Poison Swamp)
12.10	1	Correspondence and application details
	2	Location map
12.13	1	Financial Statements for the period ending 31 October 2015
	2	Table Showing Detailed Variances for 2015/16
12.14	1	Schedule of Accounts for Payment – October 2015
	2	Credit Card Payments – October 2015

SHIRE OF NANNUP BUSHFIRE ADVISORY COMMITTEE MINUTES

2ND NOVEMBER 2015

AGENDA ITEMS

- 1.0 DECLARATION OPENING**
- 2.0 ATTENDANCE / APOLOGIES**
 - 2.1 Attendance**
 - 2.2 Apologies**
- 3.0 QUESTION TIME FOR THE PUBLIC**
- 4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**
 - 4.1 Bushfire Advisory Committee Minutes: 4th August 2014**
- 5.0 MATTERS ARISING FROM PREVIOUS MINUTES**
- 6.0 REPORTS FROM SHIRE OFFICERS AND DELEGATES**
 - 6.1 Chief Bush Fire Control Officer**
 - 6.2 Deputy Chief Fire Control Officer**
 - 6.3 Shire Ranger**
 - 6.4 Community Emergency Services Officer/Training Coordinator**
 - 6.5 Brigade's FCO Report**
 - 6.6 Department of Fire and Emergency Services**
 - 6.7 Volunteer Fire and Rescue Service**
 - 6.8 Bushfire Ready Facilitators Report**
 - 6.9 Department of Parks and Wildlife**
 - 6.10 State Emergency Service**
- 7.0 GENERAL BUSINESS**
 - 7.1 FCO Boundaries**
 - 7.2 Terms of Reference**
 - 7.3 Brigades Wish List**
 - 7.4 000 Call Out List**
 - 7.5 ESL Administration**
- 8.0 DATE FOR NEXT MEETING**
- 9.0 CLOSURE OF MEETING**

BUSHFIRE ADVISORY COMMITTEE MINUTES

1.0 DECLARATIONS – Meeting open 19:34hrs (7:34pm)

2.0 ATTENDANCE

(CS) Cate Stevenson	(Councillor & Chair)
(PF) Patricia Fraser	(Councillor)
(RM) Robin Mellema	(Nannup Brook FCO & Chief BFCO)
(AK) Ashley Kidd	(Deputy Chief BFCO)
(JP) John Patman	(DarradupFCO)
(GB) Gerald Brown	(Cundinup FCO)
(VL) Vic Lorkiewicz	(East Nannup FCO)
(CW) Chris Wade	(Deputy CBFCO & Infrastructure Manager)
(PL) Paul Lamers	(North Nannup FCO)
(MC) Malcolm Cole	(Carlotta FCO)
(JG) John Gaunt	(Peerabeelup FCO)
(JD) John Dunnet	(Scott River FCO)
(DM) Danny Mosconi	(DFES LSW District Officer)
(MS) Mark Scott	(Balingup Road FCO)
(RB) Rob Bootsma	(CESO)
(PC) Peter Clarke	(CEO)

APOLOGIES - Nil

Visitors

(JoD) Jo Douglas	North Nannup VBFB
(SS) Sue Skey	North Nannup VBFB
(MP) Mike Piper	Darradup VBFB
(GQ) Graeme Quinlivan	Darradup VBFB

3.0 QUESTION TIME FOR THE PUBLIC QUESTION

Chair advised the committee members and visitors that due to the nature of the Agenda items it may require brigade members in the Public Gallery to provide comment to assist the sitting Committee Member.

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Bushfire Advisory Committee Minutes: 3 August 2015

Moved – Mark Scott
Seconded –Chris Wade

Carried

5.0 MATTERS ARISING FROM PREVIOUS MINUTES

MS thanked JP for his role as Chief BFCO.

GB raised the confusion with ESL process for brigades to progress from now on. CS informed GB the item will be raised in General Business and that if he could wait until then for further discussion and clarification.

6.0 REPORTS

6.1 Chief BFCO – Report attached

6.2 Deputy Chiefs BFCO – AK said the Joint SW/LSW ROAC meeting was informative and the minutes and all the documentation very lengthy. Asked if the minutes and documentation could be summarized. AK stated he may be able to assist with a summarized version to distribute to FCO's.

CW informed the committee the Fire Break Inspector will start on the 11/11/2015. CW also asked if brigades could respond to emails sent out as this is causing delays. CW said RB has been sending emails with varying responses.

6.3 Shire Ranger – Nil

6.4 CESO/Training Coordinator – Report attached

6.5 Brigade FCO's

6.5.1 Balingup Road FCO – MS said the brigade had their AGM and Kim Dunnet is the new Captain. Emergency Rural Numbering System, he would like to move a motion to recommend the implementation of the ERNS to Council for approval.

6.5.2 Carlotta FCO – MC stated the brigade would like a basic WAERN radio course. The brigade had their opening day and it was a good turn out and thanked everyone.

6.5.3 Cundinup FCO - Nil

6.5.4 Darradup FCO – JP said Darradup Brigade provided a sausage sizzle for the Community Awareness Day at the Nannup weekend markets. On Thursday 29th October, Steph Green, Danny Mosconi and Rob Bootsma presented the Bushfire Ready Survey an initiative from government and Jalbarragup was the first location for this survey. There were approximately 45 people in attendance. RUI

next Saturday 7th November at the Darradup Station for the Jalbarragup community. Darradup 3.4R has been serviced and repaired. Training with the brigade on going and prescribed burns planned.

6.5.5 East Nannup FCO – VL stated the East Nannup Station proceeding slowly although members have been busy with the hay season. They will get back on track soon. The site is cleared and ready for the next phase of the project.

6.5.6 Nannup Brook FCO – report attached

6.5.7 North Nannup FCO – PL stated the brigade has been busy with prescribed burns. Training with DPaW with their prescribed burns providing new members being mentored with experienced fire fighters. One call out to Mowen Springs incident.

6.5.8 Peerabeelup FCO – JG informed the committee Peerabeelup community has had telephone outages. WAERN radio black holes and the frustration with communications in the valley. A better option is the mid-band frequency for communications. WAERN hi-band doesn't work.

6.5.9 Scott River FCO – JD asked if the Scott River area has a different Restricted Period than advertised in the Fire Break Notice. It has always had a different start date than Nannup. CW stated that was the case and the committee discussed a later start date for Scott River Coastal Plain area. An agreed start date would be 23rd November.

6.6 DFES – Report attached

6.7 VFRS – No Report

6.8 Bushfire Ready Facilitator – No Report

6.9 DPaW – No Report

6.10 SES – No Report

7.0 GENERAL BUSINESS

7.1 FCO Boundaries – Balingup FCO & East Nannup FCO boundary to be finalized. VL stated the property owners seeking permits from East Nannup FCO due to proximity and history. MS said easy solution would be the Brockman Highway. Some discussion over the suitability and possible alignment further north to capture property owners with their

brigade membership. MS & VL to discuss further and come up with a solution next meeting.

- 7.2 Terms of Reference – RB stated the Terms of Reference require revision and acceptance. CS stated the ToR states a Coucillor as the Presiding Chair. Discussions with RM & CS they have agreed CS performing the role of Chair. RM stated this would be beneficial with CS as chairing the meeting so he could concentrate with the BFAC engaging with members, all members accepted the decision. The ToR will be scrutinized with CS, RM, CW, PC & RB and provide revised ToR and distribute to all members for comment and endorsement at the next BFAC meeting.
- 7.3 Brigades Equipment/Wish List – RB asked the FCO's to have the Brigades Wish List by 19th October prior to this BFAC as per email. Two brigades had produced the lists with a further two brigades on the night. CS preferred the naming of Brigades Wish List be changed to Brigades Priority Lists. Brigades were asked to have their Brigade Operating Lists available prior to the next BFAC in February 2016.
- 7.4 000 Call Out List – The list was shown on the overhead in Council Chambers and there were 43 numbers displayed. Only 34 numbers can be accepted in total for the 000 Call Out List. CW and RB to trim back numbers to the maximum 34 numbers allowed.
- 7.5 ESL Administration – In brief there was considerable discussions with either the acceptance of the new ESL administration or leaving it as before. RB informed the committee last year 6 brigades opted for Local Government administering their ESL allocation and 3 chose to self-administer. There have some delays in some utility payments due to billing addresses going to brigades and then forwarding to LG for payment. Some situations with enquiries to service providers this has not been successful due to owners of accounts at individual brigades, therefore further complicating the process. RB informed the committee in the Bushfires Act it states LG to appoint an "Authorising Officer" for administering funds. Problem arises if an audit were initiated by DFES with eligibility of ESL funds. Having partial administered funds by LG doesn't work and therefore total ESL administration is required. RM summarized this by addressing the committee and stating the current system is not working and that it is not possible to have all brigades administer their funds adequately. The decision to allow LG to administer all ESL funds was therefore adopted. There was some discussion with the day to day consumables and purchasing equipment. PL stated had any brigade not received items or equipment from the CESO. All agreed this was occurring satisfactorily but the utilities were not working. All agreed to transfer their accounts to LG to manage.

OTHER BUSINESS AROUND THE TABLE

- MS would like to move a recommendation to support the implementation of the Emergency Rural Numbering System to be presented to Council.

That it be recommended to Council that funds be set aside in the 2016/2017 budget for the implementation of the Emergency Rural Numbering System (ERNS)

Moved: Mark Scott
Seconded: John Patman

Voting: Carried

- JD would like to move a recommendation to change the Restricted Burning Period for the Scott River Region, with a start date for 23rd November 2015 and a closing date as per Nannup Fuel Hazard Reduction & Firebreak Notice 2015-2016.

That the Scott River area Unrestricted Burning Period be extended for two weeks beyond the rest of the Shire of Nannup Restricted Burning Period. This recommendation also applies to future fire seasons. This decision can be reviewed on an as needed basis by BFAC.

Moved: John Dunnet
Seconded: Chris Wade

Voting: Carried

- RB stated meeting dates for next year will be first Monday of the months of February, May, August & November 2016.

Nannup BFAC Meetings 2016

Mon 1 Feb @ 1930 (7:30pm)
Mon 2 May @ 1930 (7:30pm)
Mon 1 Aug @ 1930 (7:30pm)
Mon 7 Nov @ 1930 (7:30pm)

8.0 DATE FOR NEXT MEETING – 1st February 2016 @ 1930 hrs (7:30pm)

9.0 CLOSURE OF MEETING – 21.29 hrs (9:29pm)

BFAC Meeting 02-11-2015
CESO Report

- 13-08 LSW ROAC meeting at Boyup Brook the Association of Volunteer Bush Fire Brigades of Western Australia (AVBFBWA) provided a response to the letter from LSW ROAC Chairperson regarding accepting the "Terms of Reference" with DFES establishing the Volunteer Advisory Committee (VAC). AVBFBWA responded with comment that they were not holding up the process. DFES Assistant Commissioner Mr Graham Swift indicated the AVBFBWA had discussions with DFES Commissioner Mr Wayne Gregson. The formation of the VAC will now proceed as per "Terms of Reference" to enable members (ROAC delegates) to meet and discuss operational matters at a state level.
- 14-08 I attended a Bushfire Attack Level (BAL) presentation facilitated by Department of Planning in conjunction with the Planning Commission and the Office of Bushfire Risk Management (OBRM), discussed industry standards with BAL assessments and the process of becoming a registered assessor. There are courses available through the Fire Protection Association Australia (FPAA) and the Shire of Nannup has a staff member participating in the BAL Assessor Short Course (5 days) with ongoing assignments to qualify.
- 18-08 South West Local Government Emergency Management Alliance (SWLGEMA) met discussing the final arrangements for the Emergency Management Conference 2015. At the meeting DFES & OBRM presented the Bushfire Risk Management Plan update with the program and LG's involvement with the pilot program. Shire of Nannup was one of the LG's in the pilot program. The next stage is to secure resources for the program to roll out to other LG's.
- 28-08 Emergency Management Conference 2015 was held at the Bunbury Community Centre where presenters from around Australia spoke of recovery and resilience in communities. The main theme from the conference was LG's and their communities how they are prepared for the Prevention, Preparedness, Response and importantly the Recovery/Resilience of an incident. Allowing communities the autonomy and flexibility to use resources where needed through local knowledge and historical events.
- 04-09 I met with the secretary of the Nannup Brook Brigade to discuss plans with them hosting a community awareness event on a couple of weekends. Some questions were raised with Shire assistance regarding items in the itinerary.

- 15-09 Discussions with Louise Stokes – Shire of Nannup Community Development Officer, Steph Green - DFES Community Engagement Officer regarding future Bushfire Ready presentations.
- 16-09 LEMC Exercise – Winter Flood, was held at the Nannup SES Facility with members from the LEMC; Police, DCPFS, DAFWA, WACHS, LG staff & Councilors, Water Corp, SES, DFES and SEMC Secretariat went through the desktop exercise. The key learning from the exercise was contact details and agency capabilities. Trigger points when processes were activated and agency specific conditions of engagement.
- 20-09 I attended Nannup Brook training session and presented the various respiratory masks available. There are a couple more types of masks they would like to trial and I will purchase them.
- 08-10 DFES LSW DO Danny Mosconi discussed with Chris Wade and me a Rural Urban Interface exercise to be performed at Jalbarragup community. A date has been selected, 7th November. We drove to Jalbarragup to look at the venue for the theory presentation and then drove to residents and surrounding area for the practical session. Letters have gone out to residents with a high number giving permission to enter their properties during the exercise.
- 09-10 Common Doctrine Working Group (CDWG) was held at Augusta Margaret River SES Facility to further progress with all agencies (DFES, DPaW & WALGA (LG)) to work with one set of Standard Operating Procedures. Each agency has particular SOP's to work through and provide common ground to be accepted and implemented from consultation to all agencies.
- 10-10 Community Awareness was held at the Nannup Weekend Markets in front of the Volunteer Fire and Rescue Service station. Darradup VBFB cooked the sausages for community members passing by. Several brochures, pamphlets were given out whilst providing the children a tour over the fire appliances.
- 11-10 Carlotta Volunteer Bush Fire Brigade station opening was held at the station with Master of Ceremony Danny Mosconi introduced Carlotta VBFB FCO Mal Cole, Shire President Tony Dean, DFES LSW Superintendent John Tillman, Hon Robin McSweeney MLC representing the Hon Joe Francis MLA Minister of Emergency Services, volunteers and other guests. The speeches provided some history with Carlotta Brigade and the community. Fellowship was provided afterwards at the Carlotta Hall.
- 12 & 13-10
I attended the 8th Australasian Natural Hazards Emergency Management Conference at UWA in Perth. At the conference speakers from around

Australia and overseas presented case studies and current projects from their Master and Doctorate degrees providing a summary of their thesis.

17-10 Bushfire Fun Games was held at Nannup Foreshore Park with brigades and officials participating challenging their skills over two courses. After the competition a fellowship was provided and a briefing to announce the winners. The event has been posted on the AVBFBWA website with some photos.

22-10 Joint ROAC (SW/LSW) was held in Bunbury at DFES Regional Office. Ashley Kidd and I attended and the ROAC welcomed Ashley to the meeting. Minutes will be available for anyone interested; once I receive them I can send them to members who would like a copy. They are usually large in size with mapping information from either DFES or DPaW etc.

24 & 25-10

I presented the FCO course at the Nannup SES Facility.

31-10 & 01-11

I presented the Bush Fire Fighting course at the Nannup SES Facility

Rob Bootsma

BFAC Meeting 02-11-2015 Training Officer Report

06 & 07-08

I attended the Fire Weather Course presented by DPaW at their Bunbury Office.

The course explained how weather is created and how it develops. The course also provided seasonal trends with weather patterns and the formation of particular weather events. Exercises and assessments were performed.

29-08 I presented the Introduction to Fire Fighting course at the Nannup SES Facility. This course was open to fire fighters and the community. Community members were invited as a trial to educate them with fires and safe practices, 5 members from the community indicated "Expressions Of Interest" and most of them will join their local brigade. The course records will be kept for those community members wishing to join their local brigade and continue with the Bushfire Fire Fighting course.

11, 12 & 13 -08

I was the course coordinator for Off Road Driving that required driving over the course on the day before to ensure the course route is safe to use. Eight (8) participants completed the course and were competent. Several challenges arose that required participants to manage.

24 & 25-10

I presented the FCO Course at the Nannup SES Facility with the other trainers Chris Sousa – CESM Bridgetown/Greenbushes and Donna Virgo DFES LSW Regional training Coordinator (RTC). 10 participants completed the course; 1 x Augusta-Margaret River, 1 x Busselton, 1 x Bridgetown/Greenbushes, 2 x Manjimup, 2 x Nannup, 3 x Donnybrook/Balingup.

31-10 & 01-11

I presented the Bush Fire Firefighting course at the Nannup SES Facility with other trainers Sharon Armstrong from VFRS Manjimup and Peter Johnson from Darradup VBFB. There were 9 participants and all except one are competent with BFF training. One participant was unable to attend the second day and a couple of other participants require Introduction to Fire Fighting (IFF) to complete.

Note Could BFAC members ask their brigades training requirements for 2016? I would like to start planning the Shire of Nannup Training Calendar 2016 ready for the New Year.

Rob Bootsma

BFAC Meeting 02-11-2015 DFES LSW District Officer Report

- 29/10/2015 Jalbarragup community emergency awareness study. New government initiative to obtain information from communities their preparations with a bushfire incident. The survey asks property owners their understanding, preparedness, capabilities and knowledge of impending fires and how they would manage the situation.
- 7/11/2015 In the Jalbarragup community the Shire of Nannup and the Darradup VBFB are conducting a Rural Urban Interface exercise. Property owners were encouraged to allow fire fighters to visit their properties as part of the exercise to ascertain properties preparedness and if the structures can be defended safely. Some 50 fire fighters and numerous appliances will be taking part. A 45 minute theory session followed by a practical scenario will be performed to assist fire fighters the RUI drill.

- 11/11/2015 Carlotta VBFB official opening was held with local and out of shire dignitaries. Speeches highlighted the history and that local knowledge in these areas is paramount. Volunteerism is the key to providing the immediate resources to incidents and ongoing support to Incident Management Teams.
- 18/11/2015 I will be attending the Nannup DSHS for a fire awareness presentation to the students and teachers. Local brigade members will be in attendance to assist.
- 20/11/2015 The Nannup DSHS will be hosting an Emergency Day for students and parents. I will provide support and advice to students and parents.
- 21/11/2015 Deputy Commissioner will be attending the Nannup VFRS Medal Dinner Presentation at the Bridge Cafe in Nannup.
- Safety Circulars – There has been another accident with releasing the Pressure Cap on jerry cans. The safety circulars state that jerry cans be isolated at the water filling point or control point in the shade with procedures to open safely the jerry cans. Correct stowage and handling notes are provided.
- A Bushfire Risk Management Planning submission to the state government for the whole state was submitted totaling \$44M. The state government could not afford the full submission and only \$4.1M was granted. The decision to honour the participating Local Governments in the pilot program with a Bushfire Risk Management Planning Coordinator has Augusta-Margaret River & Nannup sharing a BRMPC who will be located in the AMR Shire Office. Also Department of Fire and Emergency Services in the Lower South West - Manjimup Office has secured a total of 3 Bushfire Risk Mitigation Officers. DFES South West – Bunbury Office has secured a BRMO as part of the \$4.1M package.

Danny Mosconi

I would like to thank John Patman for his efforts over the past season. He did a great job and his efforts are appreciated by all of us. Thank you John and enjoy the change of pace in your life.

I wish to thank all of you for your support in my nomination for the position of Chief. I will endeavor to give everything of my best no matter what the situation. The support and encouragement I received from you since my nomination is greatly appreciated. My aim is to support you this season to the same extent.

This season has started out as a busy season with help requests from DPAW and community members at various burns. Our training season looks very busy and is commencing with Danny Masconi's DFES RUI next weekend. I look forward to seeing as many of you there as possible.

The burns carried out by DPAW this spring, at both Barrabup and Jalbarragup have made both of these areas far more secure against the threat of wildfires I wish to thank DPAW for their efforts, and giving brigade members the opportunity to improve their firefighting skills, by allowing them to participate in these controlled burns.

We're endeavoring to obtain a high season vehicle from DFES, and we look forward to Danny's support in this endeavor. The support we have received so far for our volunteer brigades from DFES has enabled us to build a safer community. The Carlotta shed, which was officially opened recently, and the future extensions to the North Nannup shed and construction of the East Nannup shed, all facilitate the building of this safe community.

Be vigilant with permit issuing this season. I believe the opportunity to carry out most required burning has occurred and anything else needs to be carefully regulated. We are continuing to use the 'trial' permit books.

Our AGM was held earlier this season. One officer changed, Trevor Hays stood down and was replaced by Christine Vickery. All other office bearers remained the same as per last season.

Our training sessions are in full swing and very between safe and effective use of the equipment through to various Hazard Reduction Burns for brigade members and people within our brigade district.

We have attended three callouts already. Two small out of control burns (one private and one DPAW hop over) and a motor vehicle fire. Fortunately all of them were minor.

We're having an open day at the Brigade shed on the first Sunday of December. Everyone is invited to attend. Our key focus is awareness raising of our brigade in our district and a membership drive. The day has been advertised in the manner Telegraph and all the activities for the day are listed in the paper. We look forward to seeing you there.

SHIRE OF NANNUP

NANNUP SHIRE LEMC MINUTES

Meeting held 4th November 2015

CESO

CONFIRMATION OF MINUTES

These minutes comprising pages 1 – 8 were confirmed by LEMC
Chairperson 4th November 2015 is a true and accurate record.

.....

Cr Tony Dean (Shire President)

SHIRE OF NANNUP

Local Emergency Management Advisory Committee

Wednesday 4th November 2015

Held in the Council Chambers

MINUTES

1. OPENING

Mr Tony Dean chaired the meeting and declared the meeting open at 3:04pm

2. ATTENDANCE & APOLOGIES

Mr Tony Dean (TD) – Shire President/Chairman
Mr Rob Bootsma (Mr RB) – Executive Officer
Mr Danny Mosconi (DM) – DFES LSW Capes District Officer
Ms Roma Boucher (Ms RB) – Department of Child Protection and Family Support
Mr Peter Clarke (PC) – Shire of Nannup Chief Executive Officer
Mr Ian Guthridge (IG) – Department of Agriculture and Food WA
Mr Bob Longmore (BL) – Shire of Nannup Councilor
Mrs Fecility Dear (FD) – Nannup District Senior High School Principle
Mr James Byrne (JB) – Nannup Police (arrived 3:28pm)

Apologies were received from:

Mr Robin Mellema (TD) - Nannup Shire Vice President (Chairperson)
Mrs Cheryle Brown (CB) – Nannup CRC Manager
Mr Simon Biskers (SB) – Nannup Police Sergeant
Mr Leon Gardiner (LG) – DFES LSW SES District Officer
Mr Ray Deall (RD) – Western Power Corporation
Mrs Rachel Couper (RC) – Water Corporation
Mrs Marlene Donovan (MD) – Department of Health Nannup Hospital
Mrs Gloria Milward (GM) – Country Womens Association Nannup Branch

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Mover – Bob Longmore
Seconder – Danny Mosconi

That the meeting minutes of Local Emergency Management Advisory Committee meeting held Wednesday 5th August 2015 be confirmed as true and correct.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS MINUTES – Action list

TD informed the committee to look at the Action List.

- Item 5.1* Mr RB noticed that Darradup FCO received a YAGI aerial for boosting a mobile signal, unclear if it was for John Patman for private use or the brigade. Mr RB will talk to JP and ask about the YAGI installation this Saturday 7 November 2015 during the Rural Urban Interface exercise
- Item 5.2* Mr RB stated the ERNS were raised at the BFAC with support by recommending to Council to implement the ERNS in their budget.
- Item 5.3* TD informed the committee this item should be removed since the committee performed a desktop exercise named Winter Flood.
- Item 7.1* Mr RB to investigate the original intent to write to Nannup Mill.
- Item 8.0* TD informed the committee this item should be removed. Significant Emergency Management Plans have been performed through government initiatives and DFES workshops and surveys.

6. REPORTS

- 6.1 DCPFS (Mrs RB) Report provided
- 6.2 DAFWA (IG) Report provided
- 6.3 NDSHS (FD) Report provided
- 6.4 EO (Mr RB) Report provided
- 6.5 Councillor (BL) Attended the Emergency Management Conference in Bunbury. BL stated the conference had good presenters reinforcing local knowledge, recovery and resilience. Excellent conference.
- 6.6 NDSHS (PD)
- NDSHS newsletter for parents regarding notification of any incidents and the processes to follow.
 - DM will be presenting to students and teachers fire & safety information and procedures during these events.

- The library will be the safe place for an incident unless an earthquake or gas incident they will be assembled outside on the oval.
- The school wants students to experience a fire fighter fully clothed in Level 2 PPC to remove the fear of seeing and hearing fire fighters during their duties.
- The NDSHS Emergency Plans have been sent to DM with some feedback suggestions. DM was very impressed with the quality and presentation of the EM Plans and commended FD and staff in preparing them.

6.7 DFES (DM)

- 29/10/2015 Jalbarragup community emergency awareness study. New government initiative to obtain information from communities their preparations with a bushfire incident. The survey asks property owners their understanding, preparedness, capabilities and knowledge of impending fires and how they would manage the situation.
- 7/11/2015 In the Jalbarragup community the Shire of Nannup and the Darradup VBFB are conducting a Rural Urban Interface exercise. Property owners were encouraged to allow fire fighters to visit their properties as part of the exercise to ascertain properties preparedness and if the structures can be defended safely. Some 50 fire fighters and numerous appliances will be taking part. A 45 minute theory session followed by a practical scenario will be performed to assist fire fighters the RUI drill.
- 11/11/2015 Carlotta VBFB official opening was held with local and out of shire dignitaries. Speeches highlighted the history and that local knowledge in these areas is paramount. Volunteerism is the key to providing the immediate resources to incidents and ongoing support to Incident Management Teams.
- 18/11/2015 I will be attending the Nannup DSHS for a fire awareness presentation to the students and teachers. Local brigade members will be in attendance to assist.
- 20/11/2015 The Nannup DSHS will be hosting an Emergency Day for students and parents. I will provide support and advice to students and parents.
- 21/11/2015 Deputy Commissioner will be attending the Nannup VFRS Medal Dinner Presentation at the Bridge Cafe in Nannup.
- Safety Circulars – There has been another accident with releasing the Pressure Cap on jerry cans. The safety circulars state that jerry cans be isolated at the water filling point or control point in the shade with procedures to open safely the jerry cans. Correct stowage and handling notes are provided.

A Bushfire Risk Management Planning submission to the state government for the whole state was submitted totaling \$44M. The state government could not afford the full submission and only \$4.1M was granted. The decision to honour the participating Local Governments in the pilot program with a Bushfire Risk Management Planning Coordinator has Augusta-Margaret River & Nannup sharing a BRMPC who will be located in the AMR Shire Office. Also Department of Fire and Emergency Services in the Lower South West - Manjimup Office has secured a total of 3 Bushfire Risk Mitigation Officers. DFES South West – Bunbury Office has secured a BRMO as part of the \$4.1M package.

7. GENERAL BUSINESS (AGENDA)

8. GENERAL BUSINESS AROUND TABLE

9. NEXT MEETING

Wednesday 3rd February 2016 at 1500 (3:00pm)

10. CLOSURE OF MEETING

There being no further business the meeting was closed at 1541 (3:41pm).

LEMC Meeting 04-11-2015 CESO Report

- 18-08 South West Local Government Emergency Management Alliance (SWLGEMA) met discussing the final arrangements for the Emergency Management Conference 2015. At the meeting DFES & OBRM presented the Bushfire Risk Management Plan update with the program and LG's involvement with the pilot program. Shire of Nannup was one of the LG's in the pilot program. The next stage is to secure resources for the program to roll out to other LG's.
- 28-08 Emergency Management Conference 2015 was held at the Bunbury Community Centre where presenters from around Australia spoke of recovery and resilience in communities. The main theme from the conference was LG's and their communities how they are prepared for the Prevention, Preparedness, Response and importantly the Recovery/Resilience of an incident. Allowing communities the autonomy and flexibility to use resources where needed through local knowledge and historical events.
- 04-09 I met with the secretary of the Nannup Brook Brigade to discuss plans with them hosting a community awareness event on a couple of weekends. Some questions were raised with Shire assistance regarding items in the itinerary.
- 15-09 Discussions with Louise Stokes – Shire of Nannup Community Development Officer, Steph Green - DFES Community Engagement Officer regarding future Bushfire Ready presentations.
- 16-09 LEMC Exercise – Winter Flood, was held at the Nannup SES Facility with members from the LEMC; Police, DCPFS, DAFWA, WACHS, LG staff & Councilors, Water Corp, SES, DFES and SEMC Secretariat went through the desktop exercise. The key learning from the exercise was contact details and agency capabilities. Trigger points when processes were activated and agency specific conditions of engagement.
- 08-10 DFES LSW DO Danny Mosconi discussed with Chris Wade and me a Rural Urban Interface exercise to be performed at Jalbarragup community. A date has been selected, 7th November. We drove to Jalbarragup to look at the venue for the theory presentation and then drove to residents and surrounding area for the practical session. Letters have gone out to residents with a high number giving permission to enter their properties during the exercise.
- 10-10 Community Awareness was held at the Nannup Weekend Markets in front of the Volunteer Fire and Rescue Service station. Darradup VBFB cooked the sausages for community members passing by. Several brochures, pamphlets were given out whilst providing the children a tour over the fire appliances.

11-10 Carlotta Volunteer Bush Fire Brigade station opening was held at the station with Master of Ceremony Danny Mosconi introduced Carlotta VBFB FCO Mal Cole, Shire President Tony Dean, DFES LSW Superintendent John Tillman, Hon Robin McSweeney MLC representing the Hon Joe Francis MLA Minister of Emergency Services, volunteers and other guests. The speeches provided some history with Carlotta Brigade and the community. Fellowship was provided afterwards at the Carlotta Hall.

12 & 13-10

I attended the 8th Australasian Natural Hazards Emergency Management Conference at UWA in Perth. At the conference speakers from around Australia and overseas presented case studies and current projects from their Master and Doctorate degrees providing a summary of their thesis.

17-10 Bushfire Fun Games was held at Nannup Foreshore Park with brigades and officials participating challenging their skills over two courses. After the competition a fellowship was provided and a briefing to announce the winners. The event has been posted on the AVBFBWA website with some photos.

22-10 Joint ROAC (SW/LSW) was held in Bunbury at DFES Regional Office. Ashley Kidd and I attended and the ROAC welcomed Ashley to the meeting. Minutes will be available for anyone interested; once I receive them I can send them to members who would like a copy. They are usually large in size with mapping information from either DFES or DPaW etc.

24 & 25-10 I presented the FCO course at the Nannup SES Facility.

31-10 & 01-11

I presented the Bush Fire Fighting course at the Nannup SES Facility.

02-11 The Shire of Nannup had their BFAC and one key issue that was discussed is the Emergency Rural Numbering System (ERNS). The brigade members were supportive of the ERNS and moved a motion for the Shire to progress with the implementation stating the importance for emergency responders attending incidents.

02-11 Information with the Nannup SES Unit recently has highlighted the need to recruit more members. Both the Manager and Deputy Manager have taken leave of absence and the unit is under resourced for mobilisation. Arrangements have been made and distributed to agencies regarding any assistance required in the Nannup area for other neighbouring units to deploy. DFES SES District Officer Leon Gardiner will act as unit manager for the interim, until suitable candidates can be found and trained. Leon and I will get together to formulate a plan if possible for local support.

Rob Bootsma

Shire of Nannup Local Emergency Management Committee Action List

ItemNo. (Date)	Action/Recommendation (Details)	Responsibility Name/Agency	Status Report	Completion Date
5.1 (7-5-14)	Darradup Brigade shed mobile communication options contact Telstra Mr Boyd Brown/ Darradup BFB	RB/CESO	Report back to committee	Remove
5.2 (7-5-14)	Emergency Rural Numbering System to be further explored with quotation and future implementation/liaise with LS funding options	RB/CESO LS(Louise Stokes)	Report back to committee Obtaining quotes for hardware items Liaise with LS for grant writing <i>ERNS will be an agenda item at Council for inclusion in the Shire 2016/2017 budget.</i>	Nov'15
7.1# (5-11-14)	Write letter to Nannup Mill re: FMP	TD/RB	Report back to committee <i>Original intent was a water upgrade to the mill after the fire. This is not occurring.</i>	Nov'15

CONFIDENTIAL MINUTES

Australia Day Advisory Committee

Shire of Nannup Australia Day Advisory Committee
Minutes of Meeting held at 16:00, Monday 16 November 2015
in Council Chambers

In relation to the 2016 Premier's Australia Day Active Citizenship Awards.

DFES Bushfire Risk Management Planning Overview to LG of Current Status of Project - October 2015



Rob Cox AFSM – Chief Superintendent Bushfire Risk Management Branch
Craig Smith – Superintendent Bushfire Risk Management
Giles De Brito – Project Manager, Bushfire Risk Management Planning Project



Bushfire Risk Management Planning (Vision)

- Resilient WA communities that work together to build capacity and capability to mitigate and prepare for bushfire emergencies
- Continual development and implementation of effective, standardised bushfire risk management plans across WA
- The utilisation of bushfire risk management plans to minimise the impact of bushfires on local communities
- A shared responsibility to bushfire risk management that empowers stakeholders
- Continual improvement in bushfire risk management planning through the collation of valuable data and community wide engagement



Bushfire Risk Management Planning (Background)

- BRMP aims to address (in full or in part) recommendations 15, 53, 38, 21 & 23 of 2011 Perth Hills Bushfire Review
- Westplan- Fire requires LG's to develop integrated BRMPs
- Some LG's do not have the capacity to develop BRMPs
- BRMP project established to develop framework (guidelines), BRMS (software solution), ongoing support & assessment of participation
- State Government provides direction and leadership for bushfire risk management and community preparedness

Bushfire Risk Management Planning (Background)

- **2012**
 - Cabinet decision December 2012 (Keelty Review)
 - BRMP project established by DFES
 - Provision of initial funding
- **2013**
 - Analysis and review of existing WA and interstate BRMP models
 - SEMC consultation – 8 x regional workshops (DFES, DPaW & 46 x LG's)
 - OBRM developed Pilot Version of the BRMP guidelines/template
- **2014**
 - Pilot Program with 4 x LG's (Phase 1)
 - Development of the Bushfire Risk Management System (BRMS)
 - BRMP Pilot Report to Minister
 - Submission to Cabinet to fund BRMPs with identified priority LGs



Bushfire Risk Management Planning (Current)

- 2015
 - Cabinet approved (9 February) \$4.01m to support low resourced LGs to develop BRMPs
 - Funding to 30 June 2016
 - Further cabinet submission required to extend funding
 - Current funding established BRMOs in 6 Regional + Metro locations
 - BRMOs employed under Public Sector Management Act
 - Recruitment of BRMOs undertaken & awaiting approval
 - Establish BRPC for LGs

Bushfire Risk Management Planning (Benefits)

- Dedicated resources (BRMOs/BRPCs) to assist in managing bushfire risk
- Provision of a Bushfire Risk Management System(BRMS) to develop BRMPs
 - Mapping and risk components are used to identify assets, conduct risk assessments and schedule treatments
- Enables prioritisation of risk and associated treatments
- Increased visibility of Statewide risk
- Support for 2016/2017 Cabinet Submission (Phase 3)

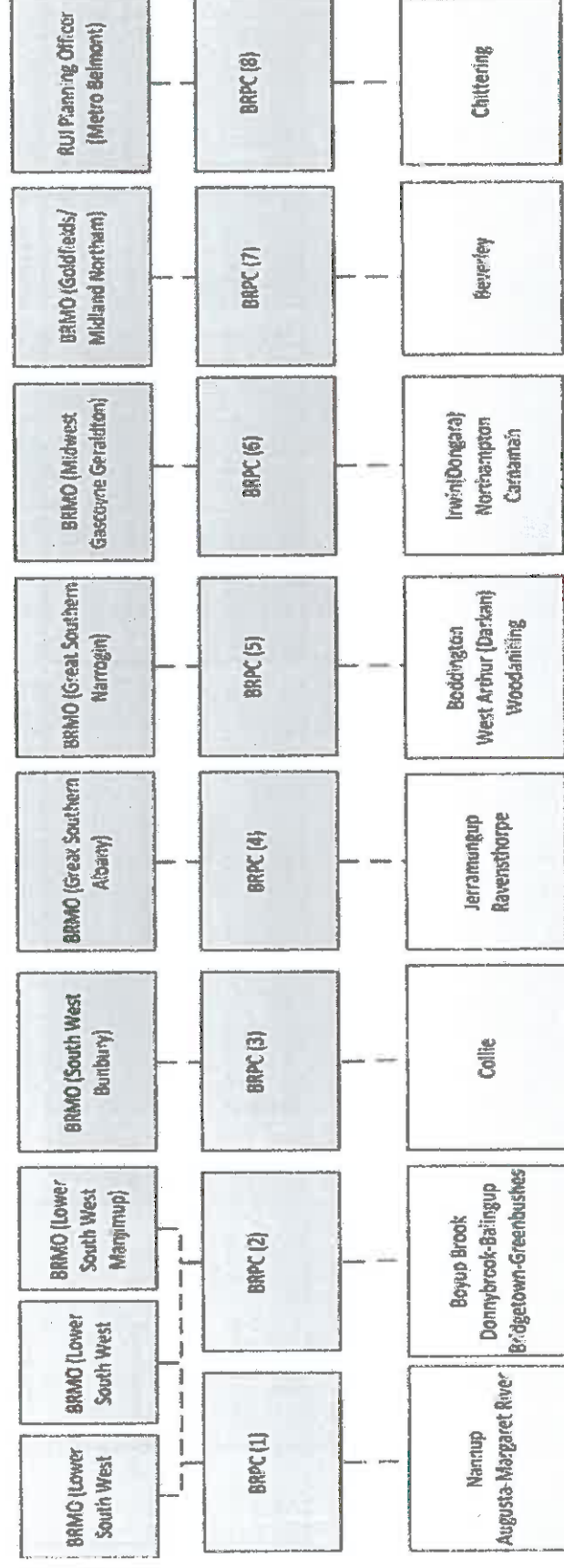
Planned Implementation

- 59 LGs identified as part of 3 year rollout

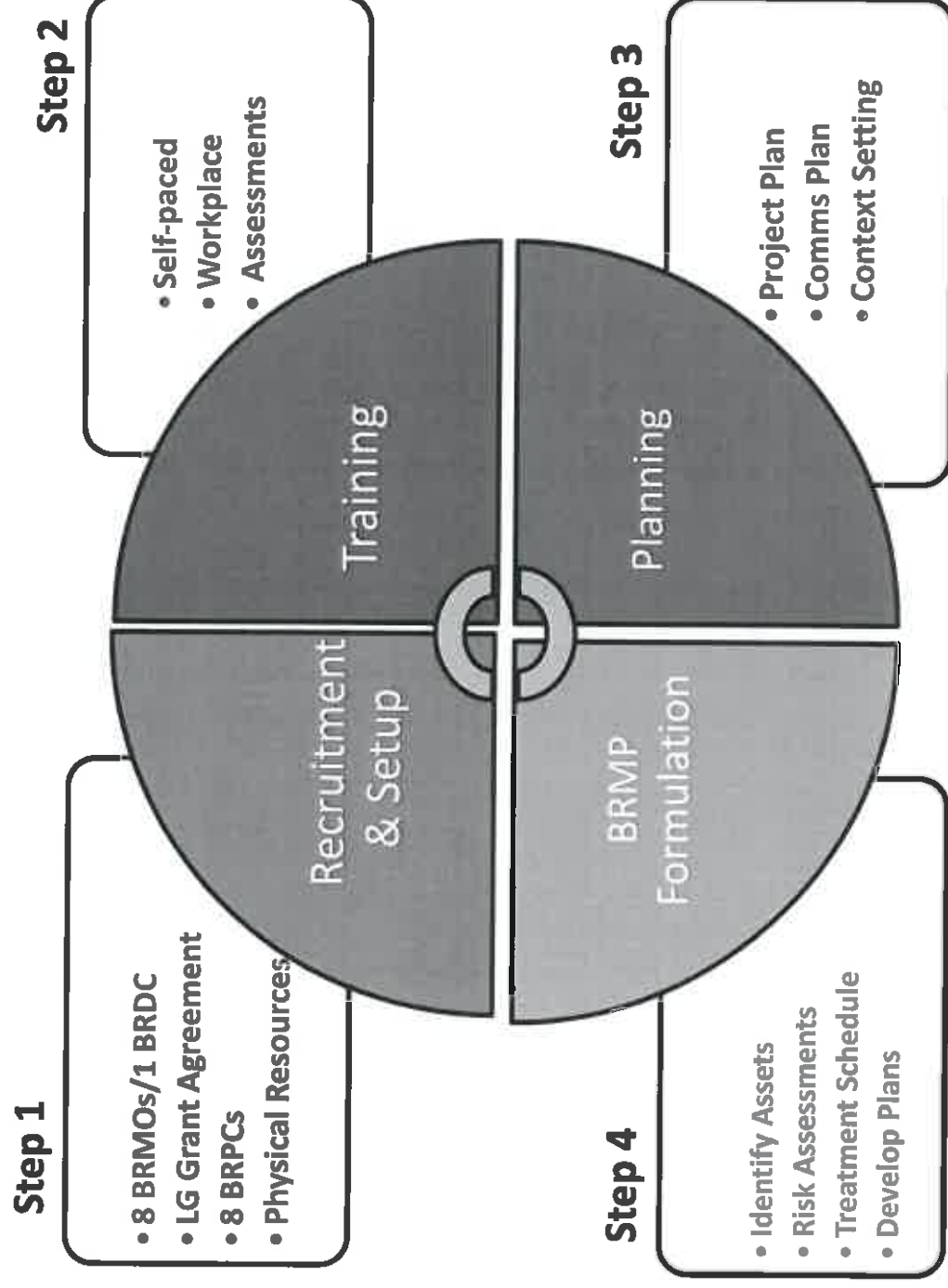
Year 1 (2015/16)			Year 2 (2016/17)			Year 3 (2017/18)		
DFES Region	Priority LGs		Optional LGs		DFES Region	LGA	DFES Region	LGA
	WALGA 1 LGs & Pilot LGs		Original Year 1 &/or WALGA 5 LGs					
Lower South West	SHIRE OF NANUP		CITY OF BUSSELTON		Great Southern	SHIRE OF KATANNING SHIRE OF NARROGIN TOWN OF NARROGIN SHIRE OF BROOMEHILL-TAMBELLUP SHIRE OF WILLIAMS SHIRE OF CARNARVON	Any Optional LGs not covered in Year 1 & 2 and the following:	
	SHIRE OF BOYUP BROOK							
	SHIRE OF DONNYBROOK-SALINGUP							
	SHIRE OF BRIDGETOWN-GREENRUSHES							
	SHIRE OF AUGUSTA-MARGARET RIVER							
South West	SHIRE OF COLLIE		CITY OF BUNBURY		Midwest Gascoyne	SHIRE OF CHAPMAN VALLEY SHIRE OF SHARK BAY SHIRE OF VICTORIA PLAINS SHIRE OF MURCHISON SHIRE OF WONGAN-BALLIDU SHIRE OF BROOME	Any Optional LGs not covered in Year 1 & 2 and the following:	
			SHIRE OF CAPEL					
			SHIRE OF DARDANUP					
	SHIRE OF JERRAMUNGUP		CITY OF ALBANY					
	SHIRE OF BODDINGTON		SHIRE OF DENMARK					
Great Southern	SHIRE OF RAVENSTHORPE		SHIRE OF WAGIN**		South West	SHIRE OF HARVEY SHIRE OF MURRAY SHIRE OF WAROONA	Any Optional LGs not covered in Year 1 and the following:	
	SHIRE OF WEST ARTHUR							
	SHIRE OF WOODANILLING							
	SHIRE OF IRWIN		SHIRE OF COOROW**					
	SHIRE OF NORTHAMPTON							
Midwest Gascoyne	SHIRE OF CARNAMAH				Great Southern	SHIRE OF PLANTAGENET SHIRE OF ESPERANCE CITY OF GREATER GERALDTON SHIRE OF DANDARAGAN SHIRE OF NORTHAM	Any Optional LGs not covered in Year 1 and the following:	
	SHIRE OF BEVERLEY							
			SHIRE OF TOODORRY					
			SHIRE OF YORK**					
			CITY OF SWAN (Swan Munding)**					
Goldfields/Midland			CITY OF WANNEROO*		South Coastal	SHIRE OF COCKBURN (Cockburn Kwinana)** CITY OF ROCKINGHAM* SHIRE OF SERPENTINE-JARRAHDALE CITY OF ARMADALE (Arma Sarp Jarr)** CITY OF GOSNELLS (Gosnells Canning)** SHIRE OF KALAMUNDA SHIRE OF MANDURAH*	Any Optional LGs not covered in Year 1 and the following:	
			SHIRE OF GINGIN					
			CITY OF MANDURAH*					
			CITY OF COCKBURN (Cockburn Kwinana)**					
			SHIRE OF ROCKINGHAM*					
			SHIRE OF SERPENTINE-JARRAHDALE					
			CITY OF ARMADALE (Arma Sarp Jarr)**					
			CITY OF GOSNELLS (Gosnells Canning)**					
			SHIRE OF KALAMUNDA					
			SHIRE OF MANDURAH*					
	Metro	North East						
North Coastal								
South Coastal								
South East								

2015/2016 Rollout

- 16 Priority LGs that have high level of risk BUT lowest capacity to address the risk (WALGA Report: “Estimated cost for development and implementation of ‘tenure blind’ bush fire risk management plans”).
- Additional LGs can participate if they have capacity to develop and implement a BRMP using their own resources.



Implementation Approach

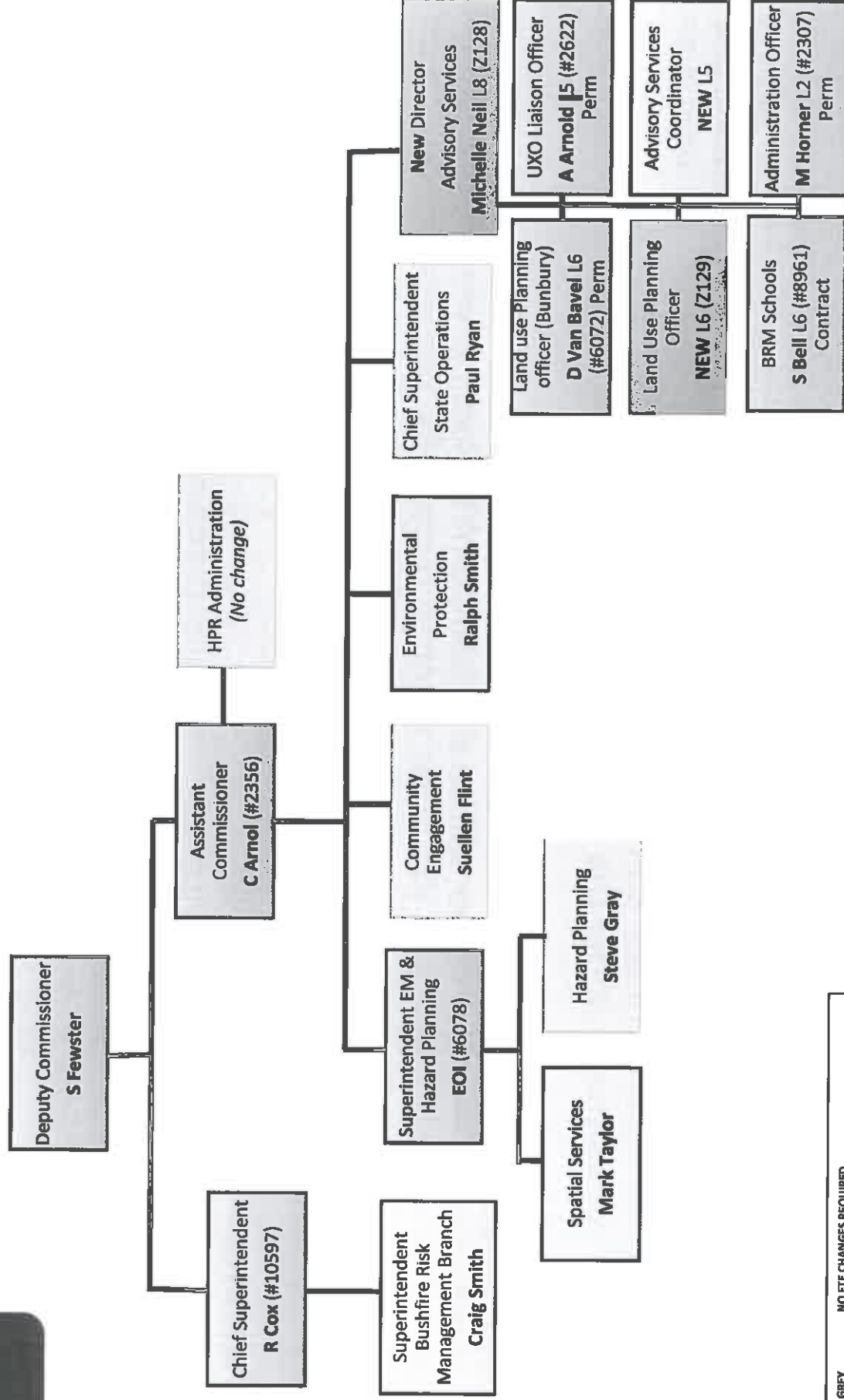


Timeline

ID	Task Name	Start	Finish	Duration	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016
1	Recruitment of Bushfire Risk Management Officers	5/08/2015	19/10/2015	10w 4d									
2	Recruitment of Bushfire Risk Development Coordinator (EOI)	3/08/2015	25/08/2015	3w 2d									
3	Recruitment of Bushfire Risk Development Coordinator (Contract)	17/07/2015	9/11/2015	16w 2d									
4	Approval of LG Grant Agreement	20/07/2015	16/10/2015	13w									
5	Recruitment of Bushfire Risk Planning Coordinators	19/10/2015	30/11/2015	6w 1d									
6	Completion of BRMP TRK	10/06/2015	30/09/2015	16w 1d									
7	BRMP Training to BRMOs	21/10/2015	26/10/2015	4d									
8	Commence Bushfire Risk Management Plans	27/10/2015	27/10/2015	1d									

- Priority LG BRMPs to be approved by local government council by 30 June 2016

HAZARD PLANNING & RESPONSE PORTFOLIO



GREY NO FTE CHANGES REQUIRED
 BLUE EXISTING FTE
 ORANGE EXISTING FTE, CHANGE MGMT
 GREEN NEW, FUNDED TO END 15/16 (Caldec 9/2)
 RED NEW, FUNDED TO END 17/18 (cc 3050)



Advisory Service Branch Role

The Advisory Services Branch has been identified as a new business unit to assist DFES in providing effective and efficient professional all-hazards advice, with a primary focus on bushfire and land use planning referrals. The branch will be the liaison for external stakeholders requiring guidance and opinion on land use planning, all hazards policy and standards. This branch will be DFES' reform to meet its commitment under the land use planning initiative.

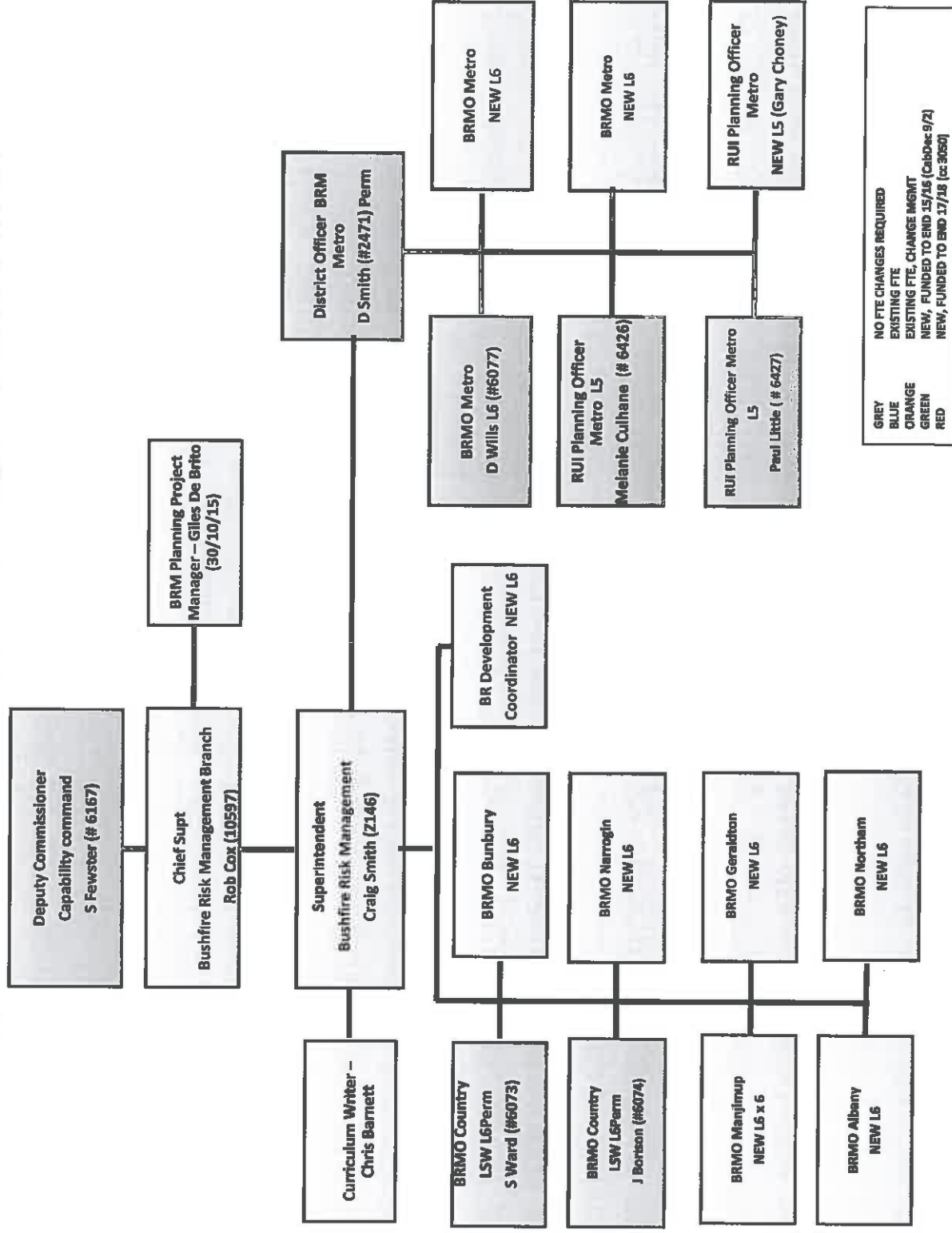
This new branch will not be directly involved in the implementation and monitoring of Plans but rather will be a liaison point for local governments, OBRM and other stakeholders; and the point of initial contact for requests for advice on bushfire policy, standards and guidelines as well as land use planning and building fire safety referrals.

Advisory Services also manage:

UXO through specialist advice on land use planning applications and at fire incidents in at risk areas;
Risk mitigation assessments and advice at public schools through an MOU with Department of Education.

HAZARD PLANNING & RESPONSE

(New) DFES Bushfire Risk Management Branch



Bushfire Risk Management Officers (BRMOs) Role

- Develops the bushfire risk management planning (BRMP) program into organisational processes & functions through the development of associated policies, procedures, tools and templates.
- Supports implementation of the BRM program throughout the participating local government areas.
- Provides risk management advice to DFES & local government to allow them to undertake and develop localised bushfire risk management plans.
- Coordinates the development and implementation of training for BRM program and the Bushfire Risk Management System (BRMS).
- Coordinates and delivers BRM training programs for DFES, State & local government personnel.
- Acts as a first point of contact for the BRMS, including coordinating & prioritising of information requests
- DFES fulltime position on a fixed contract ending on 30th June 2016 with the possibility of extension or permanency subject to further State & Federal grant funding approval.

Bushfire Risk Planning Coordinator (BRPC) Role

- Facilitates the management of bushfire risk to the community, assets and infrastructure by coordinating the development and implementation Bushfire Risk Management Plans (BRMPs) across the participating local government areas through the use of the Bushfire Risk Management System (BRMS)
- Provides leadership and professional advice to local government, state agencies, industry and major stakeholders in the BRMP processes and policies and the use of the BRMS.
- Ensures delivery of services as specified in the formal agreement between DFES & the participating local governments.
- Consults with stakeholders to facilitate the planning, development, implementation and review of BRM Plans within the participating local government areas.
- Remain up to date with all BRMS training requirements set by DFES
- Attend to risk assessments for various assets and treatment priorities, monitor treatment progress, undertake post-treatment risk assessments and perform duties in collaboration with the DFES BRM Officer appointed to support the region.
- Investigate matters relevant to bushfire risk, in particular responsibilities for the management of bushfire risk and land tenure for bushfire risk areas.
- Complete reports on the status of the BRMP program to DFES including local government risk treatment programs.
- Local Government based & appointed fulltime position on a fixed contract ending on 30th June 2016 with the possibility of extension or permanency subject to further State & Federal grant funding approval.



Bushfire Risk Development Coordinator Role

- Develops, coordinates, delivers and evaluates training programs to support Bushfire Risk Management Planning (BRMP) for DFES, State and local government personnel and selected community groups
- Acts as the first point of contact to provide risk management advice and liaises with BRMS users to provide application support
- Undertakes projects to embed the BRMP program, including the development of policies and procedures

Next Steps – September to December 2015

- Finalise recruitment, appointment and training of BRMOs
- Consultation with participating DFES Regional & Metro Operational Staff
- BRMO resource requirements procured
- Placement of new BRMOs in regional & metro locations
- Renew consultation process with the initial 16 participating local governments in regard to BRPCs
- Review LG Grant Agreement and BRPC JDF with priority local governments
- Commence recruitment & appointment of BRPCs (via LGA)
- Schedule training sessions for BRPCs
- BRPC's resource requirements procured (via LGA)
- Placement of new BRPCs in regional LGA Offices
- Initiate development of BRM Plans

Questions?

Thank you for your time





**BUSHFIRE RISK MANAGEMENT PLANNING PROJECT
GRANT AGREEMENT**

November 2015

THIS GRANT AGREEMENT is made on

BETWEEN:

**The State of Western Australia acting through its Department of Fire and Emergency Services
("Grantor")**

And

**The Local Government of
(" 1st Organisation")**

A.B.N. (if applicable)

And

**The Local Government of
(" 2nd Organisation")**

A.B.N. (if applicable)

And

**The Local Government of
(" 3rd Organisation")**

A.B.N. (if applicable)

RECITALS

The 1st, 2nd and 3rd Organisation have applied to the Grantor for financial assistance to undertake the Approved Purpose and the Grantor has agreed to provide a grant subject to the terms and conditions of this Agreement.

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

In this Agreement, unless the context otherwise requires:

Agreement means this Grant Agreement, including its recitals and any schedules or annexures (if any).

Acquittal occurs when the Grantor has advised the Organisation that the reports and financial information provided by the Organisation in accordance with clause 3.6 are satisfactory.

Approved Purpose means the purpose or purposes set out in item 1 of Schedule 1.

Auditor means an accountant who is a member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants and who is independent from the Organisation. Auditor must be registered as a company auditor or equivalent under a law in force in Western Australia.

Auditor General means the Auditor General for the State of Western Australia.

Business Day means a day other than a Saturday, Sunday or public holiday in Western Australia.

Grant Funds means the amount or amounts specified in item 7 of Schedule 1.

Organisation means either the 1st, 2nd or 3rd Organisation or both as the context requires.

Party means each of the Grantor or the 1st, 2nd or 3rd Organisation as the context requires and **Parties** means all of them.

Project means the initiative or activities to be undertaken with the Grant Fund specified in item 2 of Schedule 1.

2. PAYMENT OF GRANT FUNDS

Subject to the terms and conditions of this Agreement, the Grantor will pay to the 1st Organisation the Grant Funds in accordance with the payment schedule specified in item 8 of Schedule 1.

3 OBLIGATIONS OF ORGANISATION

3.1 Use of Grant Payment

The Organisation will use the Grant Funds solely for the Approved Purpose.

3.2 No Changes

The Organisation will not make any changes to the Approved Purpose without the prior written consent of the Grantor.

3.3 No Endorsement

The Organisation agrees that nothing in this Agreement constitutes an endorsement by the Grantor of any goods or services provided by the Organisation.

3.4 Acknowledgement of Grantor

The Organisation will acknowledge the Grantor in the manner set out in item 6 of Schedule 1.

3.5 Request for Information

- (a) The Organisation is to provide the Grantor with any documents or information relating to this Agreement or the Project within ten (10) business days of receiving such a request from the Grantor.

3.6 Accounts and Reporting

- (a) The Organisation is to provide the progress reports, evaluation reports and financial statements specified in Schedule 2.
- (b) The Organisation is to keep proper financial records in accordance with generally accepted accounting principles and practices.

3.7 Special Conditions of Grant

The Organisation agrees to comply with the special conditions (if any) specified in item 4 of Schedule 1.

3.8 General Undertaking of Organisation

The Organisation must:

- (a) at all times duly perform and observe its obligations under this Agreement and will promptly inform the Grantor of any occurrence which might adversely affect its ability to do so in a material way;
- (b) undertake its responsibilities under this Agreement with integrity, good faith and probity in accordance with good corporate governance practices;
- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or obligations under this Agreement;
- (d) comply with all State and Commonwealth laws, rules, regulations and by-laws;
- (e) cooperate fully with the Grantor in the administration of this Agreement; and
- (f) upon reasonable notice, provide the Grantor or its agents, with access at any reasonable time and from time to time to the Organisation's premises, financial records, other documents, equipment and other property for the purpose of audit and inspection by the Grantor in order to verify compliance by the Organisation with this Agreement.

4. REPAYMENT AND RETENTION OF GRANT FUNDS

The Organisation must repay to the Grantor any funds that the Grantor has paid which are not used in accordance with this Agreement unless there has been written agreement otherwise between the parties.

5. LIMITATION OF LIABILITY

The Grantor does not accept any responsibility or liability for the success or otherwise of the Approved Purpose and is not liable for any losses which may be suffered by the Organisation in undertaking the Approved Purpose.

6. FREEDOM OF INFORMATION ACT 1992 AND FINANCIAL MANAGEMENT ACT 2006

- (a) The Organisation acknowledges and agrees that this Agreement and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Agreement, including its terms and the details of the Organisation.
- (b) The parties acknowledge and agree that, despite any provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the *Financial Management Act 2006* are not limited or affected by this Agreement.

- (c) The Organisation must allow the Auditor General, or an authorised representative, to have access to and examine the Organisation's records and information concerning this Agreement.

7. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) must be:
 - (i) hand delivered or sent by prepaid post to the address of the Party receiving the notice as set out in item 5 of Schedule 1; or
 - (ii) sent by facsimile to the facsimile number of the Party receiving the notice as set out in item 5 of Schedule 1;
- (d) subject to paragraph (e), is taken to be received:
 - (i) in the case of hand delivery, on the date of delivery;
 - (ii) in the case of post, on the third Business Day after posting; and
 - (iii) in the case of facsimile, on the date of transmission; and
- (e) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.

8. DEFAULT AND TERMINATION

8.1 Event of Default by the Organisation

An Event of Default occurs if:

- (a) the Organisation breaches any of its obligations under this Agreement which continues without remedy for ten (10) business days after notice in writing has been served on the Organisation by the Grantor;
- (b) the Organisation becomes insolvent or is deemed to be insolvent under the *Corporations Act* (Cth); or
- (c) if the Grantor has reasonable grounds to believe that the Organisation is unwilling or unable to comply with its obligations under this Agreement.

8.2 Effect of Event of Default

If an Event of Default occurs, the Grantor may either:

- (a) terminate the Agreement by providing a further ten (10) business days notice in writing to the Organisation of the Event of Default; or
- (b) suspend payment of the Grant Funds until the Event of Default is remedied.

8.3 Recommencement of Grant Payment

The Grantor may, in its absolute discretion, recommence payment of the Grant Funds if and when the Organisation has rectified the Event of Default.

8.4 Acquittal

Unless earlier terminated, this Agreement will terminate at the time of Acquittal.

9. GOODS AND SERVICES TAX (GST)

- (a) For the purposes of clause 9:
 - (i) “GST” means the goods and services tax applicable to any taxable supplies as determined by the GST Act; and
 - (ii) “GST Act” means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and includes all associated legislation and regulations;
 - (iii) the terms “supply”, “tax invoice”, “taxable supply” and “value” have the same meanings as in the GST Act.
- (b) If the supply of anything under this Agreement is a taxable supply under the GST Act, the Grant Funds shall be inclusive of GST.
- (c) The obligation of the Grantor to pay the GST on any supply by the Organisation under this Agreement is conditional upon the prior issue by the Organisation to the Grantor of a tax invoice, which complies with the GST Act. This provision applies notwithstanding any law to the contrary.
- (d) If the parties agree that the Grantor will issue the Organisation with a Recipient Created Tax Invoice (RCTI), then the parties hereby agree that:
 - (i) the Grantor will issue a RCTI in respect of GST payable on the supply of the Project and the Organisation will not issue tax invoice in respect of that supply;
 - (ii) The Organisation warrants that it is registered for the purposes of GST and the Organisation will notify the Grantor in writing if it ceases to be registered for the purposes of GST during the term of this Agreement (“the Term”);
 - (iii) the Grantor warrants that it is registered for the purposes of GST and the Grantor will notify the Organisation in writing if it ceases to be registered for the purposes of GST, or if it ceases to satisfy the requirements of the *GST Act* during the Term ; and
 - (iv) the Grantor will indemnify and keep indemnified the Organisation for GST and any related penalty that may arise from an understatement of the GST payable on the supply of the Project for which the Grantor issues a RCTI under this Agreement.

10. RELATIONSHIP

The Parties agree that nothing in this Agreement may be construed to make either of them a partner, agent, employee or joint venturer of the other.

11. WAIVER

- (a) No right under this Agreement shall be deemed to be waived except by notice in writing signed by both parties.
- (b) A waiver by either party will not prejudice that party's rights in relation to any further breach of this Agreement by the other party.
- (c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one party to the other party, will not be construed as a waiver any rights.

12. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all communications, negotiations, arrangements and agreements, whether oral or written, between the parties with respect to the subject matter of this Agreement.

13. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing duly executed by both parties.

14. DISPUTE RESOLUTION

Before resorting to external dispute resolution mechanisms, the Parties shall in good faith attempt to settle by negotiation any dispute in relation to this Agreement, and where practical, each Party shall refer the matter to personnel who have authority to intervene and facilitate some form of resolution.

Executed by the Parties hereto:

For and on behalf of the Grantor:

Signature of Authorised Person

Print full name of Authorised Person

Dated _____

Position of Authorised Person

For and on behalf of the 1st Organisation:

Signature of Authorised Person

Print full name of Authorised Person

Dated _____

Position of Authorised Person

For and on behalf of the 2nd Organisation:

Signature of Authorised Person

Print full name of Authorised Person

Dated

Position of Authorised Person

For and on behalf of the 3rd Organisation:

Signature of Authorised Person

Print full name of Authorised Person

Dated

Position of Authorised Person

SCHEDULE 1

DEFINTION OF PROJECT OR SERVICE TO BE FUNDED

1. Approved Purpose of Grant

The Approved Purpose of the Grant is to enable the Organisation to purchase items and pay the salary of the Bushfire Risk Planning Coordinator (BRPC), as described in Annex A.

2. Project Definition and/or Anticipated Activities

The Bushfire Risk Management Planning (BRMP) project is the identification and classification of bushfire risk within the respective Local Government(s). The project involves the development of a treatment plan in respect of the identified risk(s), through the utilisation of shared resources and the cooperation between Local Governments, State Agencies and private landowners and occupiers.

Bushfire Risk Management Plans document the risk to communities from bushfire and outline the required treatments to reduce these risks. The Bushfire Risk Management System (BRMS) is a risk tool which will aid the prioritisation of treatment works to help lower the bushfire risk faced by the community and designate accountability for treatment. The BRMP project is the initiative and related activities that result in the development and implementation of Bushfire Risk Management Plans through the BRMS.

Responsibilities of the Organisation(s)

- a) The Organisation(s) will deliver on the milestones of the BRMP Project as contained in the Milestones table (Annex B.)
- b) The Organisation(s) agree that the BRPC position will be employed under and administered by the Grantee, for the period covered by this Agreement.
- c) The Organisation(s) must cooperate fully with Grantor in respect of the administration of this Agreement.
- d) The Organisation(s) must properly provide for the care, safety, security and protection of all Records as defined herein, (whether created by Grantor, the Organisation(s) or any other person) that are in their custody or control.
- e) Unless the Grantor agrees otherwise in writing, the Organisation(s) must provide everything necessary to enable it to fully comply with all of its obligations under this Agreement.
- f) The Organisation(s) must take out and maintain insurance in relation to all insurable liabilities of the Organisation(s) under this Agreement, as specified in Schedule 1 of this Agreement.
- g) The Organisation(s) agree to use local or regional human resources, products and services for the BRMP Project wherever possible.

Responsibilities of the Grantor

- a) The Grantor will provide strategic assistance and advice to the Organisation(s) concerning the development and implementation of Bushfire Risk Management Plans and the Bushfire Risk Management System (BRMS).
- b) The Grantor will provide templates, guidelines and the procedures necessary for the Organisation(s) to develop their BRMPs.
- c) The Grantor will provide technical expert advice and support through the Bushfire Risk Management Officer assigned to the Organisation(s).
- d) The Grantor will provide training to the BRPC in the use of BRMS.
- e) The Grantor will provide BRMS IT support.
- f) The Grantor will ensure that the licence for the use of BRMS remains in force, at its own cost, until 30 June 2016.

Appointment of BRPC

The following conditions must be adhered to during the appointment of the BRPC:

- a) The selection process for the position of the BRPC will be managed by the Grantee in consultation with all parties to this Agreement.
- b) The Grantor will be entitled to nominate 1 representative to the selection panel.

- c) The BRPC will undertake the role as per the agreed Job Description Form (JDF) as set out at Annex C.
- d) The BRPC will be an employee of the Grantee and will be employed under the Local Government Industry Award until 30 June 2016.
- e) The Grantee will provide the equipment, as set out in Annex A, to the BRPC.
- f) The Grantee agrees to procure and maintain Workers Compensation insurance or comparable Personal Accident Insurance for the position of the BRPC.
- g) Although the Grantee will host the BRPC, the BRPC's time and equipment will be shared between the Organisations in this Agreement, where applicable, to ensure the success of the BRMP Project for all participants.

Training

- a) The Grantor will provide the BRPC with the necessary BRMP and BRMS training, through self-paced and workplace delivery strategies.

3. Agreement Term

This Agreement will apply from the date this Agreement is signed by all parties and will conclude on 30 June 2016.

4. Special Conditions of Grant

Use of BRMS

- a) The Grantee will be obliged to ensure that the computer purchased for the BRPC has the minimum system requirements as set out at Annex D.
- b) BRMS accounts will be established by the System Administrator following successful completion of the identified training by the BRPC.
- c) All BRMS technical queries will be made to the Grantor through the Bushfire Risk Development Coordinator (BRDC).
- d) The performance of BRMS is dependent on the internet speeds of each Organisation.

BRMS and BRMP Material

- a) The BRMS logo and all BRMP materials including Guidelines, Handbook, training manuals and brochures will be provided by the Grantor to the Organisation(s) royalty-free to be used only as set out in this Agreement.
- b) The Grantor's ownership of the intellectual property rights in the materials must be acknowledged whenever the materials are published, copied or circulated.

- c) The Organisation(s) will provide the Grantor with public recognition on all literature and promotional material for the BRMP Project, in the format approved by the Grantor.
- d) The Organisation(s) may not amend the BRMP materials in any way.
- e) Should the Grantor amend the materials in any way then the Organisation(s) are obliged to ensure that they publish and/or circulate the most recent versions.
- f) The BRMP materials may not be used by the Organisation(s) for commercial gain.

Unavailability of BRPC

Where the appointed BRPC is unavailable at any time during the scheduled performance of the key roles or tasks, the Grantee will promptly advise the Grantor and propose a substitute. Any substitute must be approved by the Grantor. The Grantor may not unreasonably withhold its approval of a substitute but it may give its approval subject to such conditions, as it reasonably considers necessary to protect its interests under this Agreement.

Intellectual Property Rights

- a) The Intellectual Property Rights in the BRMS is owned by Amristar Solutions Pty Ltd and PAN Software Pty Ltd. The Organisation(s) acknowledge that the use of BRMS is subject to a licence agreement between the owners of the Intellectual Property Rights and the Grantor.
- b) Upon expiry of the licence agreement, the Organisation(s) shall no longer make use of the BRMS unless with written permission of both the owners of the Intellectual Property Rights and the Grantor.
- c) The obligations of the Organisation(s) under this clause are continuing obligations and survive expiration or termination of this Agreement.
- d) The Local Government(s) further acknowledge that the Intellectual Property Rights in the data supplied to them for the purposes of mapping are owned by the entities that provide these layers to the Local Government(s) and the terms of any agreement that the data provider may require must be adhered to. In addition the Confidentiality provisions of this Agreement will apply to the data.

Confidentiality

- a) The Grantor may publicly disclose: (i) the identity of the Grantee; (ii) the value of this Agreement; and (iii) a description of the BRMP Project. The Organisation(s) acknowledge that this Agreement; and information held or compiled by the Grantor or the State of Western Australia in relation to this Agreement; are subject to the Freedom of Information Act 1992.
- b) In addition to the general definition of Confidential Information the following information is specified as confidential: all information and documentation provided by external parties for use in the BRMS that relates to critical infrastructure and/or threatened environmental areas and/or culturally sensitive areas and/or is specified by the external party as confidential.

- c) The Organisation(s) must keep all Confidential Information confidential. The Organisation(s) must not use or disclose the Confidential Information to any person except:
- (i) where necessary for the purpose of performing the BRMP Project; or
 - (ii) as authorised in writing by the Grantor or the external party, as the case may be; or
 - (iii) to the extent that the Confidential Information is public knowledge (other than because of a breach of this clause by the Organisation(s)); or
 - (iv) as required by any law, judicial or parliamentary body or governmental agency; or
 - (v) when required (and only to the extent required) to the Organisation(s) professional advisers, and the Organisation(s) must ensure that such professional advisers are bound by the confidentiality obligations imposed on the Organisation(s) under this clause.
- d) Except to the extent that the Organisation(s) are required by law to retain any Records, the Organisation(s) must return all Records containing Confidential Information immediately at the expiration or termination of this Agreement.

Data Security

Organisation(s) must:

- a) prohibit and prevent any officer, employee, contractor or agent of the Organisation(s) who does not have the appropriate level of security clearance from gaining access to BRMS or the Confidential Information and without limiting this requirement, use reasonable endeavours to prevent any unauthorised person from gaining access to BRMS or the Confidential Information; and
- b) notify the Grantor immediately, and comply with all directions of the Grantor, if an Organisation becomes aware of any contravention of data security requirements.

Access

- a) The Organisation(s) must keep accurate, complete and current written Records in respect of this Agreement and must comply with the directions of the Grantor in relation to the keeping of Records, whether those directions relate to the period before or after the expiry of this Agreement.
- b) The Organisation(s) must allow the Grantor to have reasonable access to all Records in the custody or control of the Organisation(s) and to examine, audit, copy and use these Records. For this purposes, subject to the Grantor giving reasonable prior notice, the Organisation(s) must allow the Grantor to have reasonable access to any premises used or occupied in connection with the BRMP project.
- c) The Organisation(s) must do everything necessary to obtain any third party consents, which are required to enable the Grantor to have access to Records under this clause.
- d) This clause survives expiration or termination of this Agreement.

- e) The Organisation(s) acknowledge that the Grantor will have access to all data on BRMS.
- f) An Organisation will not have access to any other Organisation's data unless shared assets and/or treatments warrant this requirement. Approval by the Organisation sharing the data must be provided to the respective Organisation and the Grantor so that the necessary BRMS access privileges can be granted.

Indemnity

Each Organisation indemnifies the Grantor, the State of Western Australia and all their respective officers, employees and agents against all costs, losses, expenses, claims, damages and other liabilities (including, without limitation, legal costs and expenses) as a result of any action, suit, claim, demand or proceeding taken or made by any third party arising from or in connection with:

- a) any breach of contract by an Organisation under this Agreement;
- b) any wilful, tortious or unlawful act or omission of an Organisation or all officers, employees, agents or contractors of an Organisation;
- c) any breach of a State, Commonwealth or Territory law relevant to this Agreement by an Organisation; or
- d) any claim for damages arising out of the BRMP project and/or risk treatments undertaken or not undertaken by an Organisation.

Insurance

- a) The following insurance is required by the Organisation(s):

The Grantee: Workers Compensation insurance or comparable Personal Accident Insurance for the position of the BRPC for the duration of the employment contract.

The Organisation(s): Professional indemnity insurance and Public Liability insurance for the duration of this Agreement plus six months after termination.

- b) Each Organisation must provide the Grantor with sufficient evidence of the insurances required under this clause (including, if requested, a copy of any policy) and provide a certificate of currency of insurance, as requested by the Grantor at any time.
- c) If an Organisation(s) becomes aware of any event or incident occurring, which gives rise or is likely to give rise to a claim under any insurance required under this clause, it must as soon as reasonably practicable notify the Grantor in writing of that event or incident.
- d) Failure to comply with this clause will not invalidate or otherwise affect any indemnities, liabilities and releases of this Agreement.
- e) The obligations of the Organisation(s) under this clause are continuing obligations and survive expiration or termination of this Agreement for so long as the obligations of the Organisation(s) under this clause continue.
- f) Nothing in this clause limits an Organisation's other liabilities under this Agreement.

Notices

Notices or other communication can be sent by email to the email address of the recipient as set out in item 5 of Schedule 1. The email will only be considered to have been received if:

- a) the sender receives a receipt notification;
- b) any text in the body of the email or the subject line will not form part of the notice;
- c) an attachment to an email will only form part of a notice if it is in .pdf format or such other format as may be agreed between the parties from time to time.

Grant Funds

- a) The Grantee will ensure that the bank account into which the Grant Funds are deposited is not overdrawn at any time during the term of this Agreement.

5. Notice Addresses

- (a) Grantor : Wayne Gregson APM, Commissioner Fire and Emergency Services
Registered Mail: Bushfire Risk Management Branch
Cockburn Emergency Services Complex
20 Stockton Bend, Cockburn Central WA 6164
Facsimile:
Email: rob.cox@dfes.wa.gov.au
- (b) Organisation: Shire of Nannup
Registered Mail: PO Box 11, Nannup, WA 6275
Facsimile: (08) 9756 1275
Email: peter.clarke@nannup.wa.gov.au
- (c) Organisation: Shire Augusta-Margaret River
Registered Mail: PO Box 61, Margaret River, WA 6285
Facsimile: (08) 9757 2512
Email: gevershed@amrshire.wa.gov.au
- (d) Organisation:
Registered Mail:
Facsimile:
Email:

6. Acknowledgement of Grantor

Not applicable

PAYMENT SCHEDULE

7. Total Amount of Grant Funds

Grant Amount \$143,615

GST \$14,361 (if not included in Grant Amount)

8. Method of Payment

Payment of the Grant Funds (inclusive of GST) will be made in the amounts detailed below and within ten (10) business days of the dates listed below:

PAYMENT DATE	AMOUNT TO BE PAID (\$)
Date the Agreement is signed by the Organisation(s)	\$157,976

Payment of the Grant Funds will be offered for the amount detailed above within seven (7) Business Days of the countersigned Agreement.

Payment will be made subsequent to receipt of a tax invoice from the Grantee.

SCHEDULE 2

REPORTING REQUIREMENTS

1. The Organisation(s) are to complete and present the following reports to their respective DFES Bushfire Risk Management Officer (BRMO) by the due date stated. In instances where the BRPC has not been recruited the BRMO will undertake the relevant tasks. Extension to the due dates must be provided by the Grantor as per Notice requirements and according to length of delay experienced. Extension approvals will be provided as follows:

Length of delay (working days)	Approving Officer
1 -10	BRMO
11+	Superintendent Bushfire Risk Management

The relevant reports are contained within the BRMP Guidelines (see templates).

Report	Description	Due Date
1	Project Plan	23 November 2015
2	Asset Risk Register	04 April 2016
3	Communication Strategy	25 April 2016
4	BRMP	29 June 2016
5	Treatment Schedule	30 June 2016

Acquittal Report

The Grant Funds must be acquitted within forty (40) Business Days of completing the reports in Schedule 2 (section 1) and Milestones in Annex B. The Grantor will provide the Grantee with an Acquittal Report template. The Grantee must provide the Grantor with a completed and signed Acquittal Report, which is to include:

- a) A final statement of income and expenditure consisting of:
 - i. an expenditure statement (exclusive of GST) signed by the Chief Executive Officer or Accountable Officer, detailing budgeted expenditure in accordance with the Approved Budget and actual expenditure on the BRMP Project described in the request;
 - ii. details of all cash and in-kind contributions received for the BRMP Project including those provided by the participating Organisation(s), if any, and any interest received in accordance with the Agreement; and
 - iii. Invoices, receipts and other relevant documentary evidence of expenditure, if no independent audit is made.
- b) Copies of any reports, studies, photographs, videos etc. produced as part of the BRMP Project.

2. Evaluation Arrangements

The Organisation(s) respective BRMO will validate the reports in Schedule 2, section 1. The Organisation(s) will submit the Milestone Report, as per Annex E, to their respective BRMO at each milestone due date, regardless of the milestone status.

The Organisation(s) will submit their draft BRMP to OBRM. The draft BRMP will be reviewed for consistency against the Guidelines and any feedback will be provided to the Organisation(s) in writing. Following completion of the review process OBRM will notify the Organisation(s) of consistency with the Guidelines. The Organisation(s) will be required to obtain internal approval of the BRMP in accordance with their own protocol.

3. Provide a Statement of Income and Expenditure related to this Agreement by 29 July 2016 as specified by the Grantor.
4. Where the Grant Funds are valued at under \$35,000, financial statements are to be certified by the Chairman, CEO or equivalent of the Organisation.
5. Where the Grant Funds are valued at \$35,000 or more, financial statements are to be certified by the Chairman, CEO of the Organisation, or equivalent AND certified by a professional auditor who is:
 - (a) not an officer or employee of the Organisation;
 - (b) registered as a company auditor or equivalent under a law in force in Western Australia; or
 - (c) a member or fellow of the Institute of Chartered Accountants, the Australian Society of Certified Practising Accountants or the National Institute of Accountants.

ANNEX A

Approved Budget

ITEM	GRANT
Salary/wages (incl Annual Leave/A-leave On-costs)	\$104,661
On Costs: Workers Compensation Superannuation	\$4,647 \$13,167
Sanctioned Overtime	N/A
ICT COST	
Personal computer hardware	\$1,500
Mobile Phone	\$800
Telephone usage	\$2,563
VEHICLE COSTS	
Lease/service	\$14,350
Vehicle fuel	\$10,250
Other	
Furniture and Fittings	\$2,500
Travel allowance	\$1,538
Other (inc. plant & equipment	\$2,000
Grand Total (inc GST)	\$157,976

ANNEX B

Milestones

The achievement of these milestones will be supported by the BRMP Guidelines, BRMP Handbook, BRMS User Guide and BRMP Training Resource Kit (TRK). In instances where the BRPC has not been recruited the BRMO will undertake the relevant tasks.

Milestone	Description	Completion Date
1	Establish BRMP context	23 November 2015
2	Complete Project Plan	23 November 2015
3	Define Planning Area(s) for respective LG	30 November 2015
4	Appointment of Bushfire Risk Planning Coordinator	30 November 2015
5	BRPC setup at host LG site	01 December 2015
6	BRPC successfully completes training as per BRMP TRK	08 December 2015
7	Identify relevant Assets in BRMS	04 April 2016
8	Complete Risk Assessments against associated Assets in BRMS	04 April 2016
9	BRMP lodged with OBRM for review	5 weeks prior to June Council meeting date
10	Complete Communications Strategy	25 April 2016
11	BRMP approved by relevant LG representatives	29 June 2016
12	Treatment Schedule finalised	30 June 2016
13	BRMP Grant Funds acquitted	26 August 2016

ANNEX C

Job Description Form for BRPC

The Government of WA is implementing the Bushfire Risk Management Plan (BRMP) program and the Bushfire Risk Management System (BRMS) in at least 16 local governments. The Local Government of and the Local Government of have agreed to participate in this program.

The Local Government of is hosting the employment of a contract Bushfire Risk Planning Coordinator position, however the successful applicant will be required to work across both Local Governments.

An opportunity exists for an enthusiastic and experienced person to become an integral part of two organisations and communities experiencing substantial growth. Applicants will have emergency management knowledge and an understanding of the roles and responsibilities of bushfire-related organisations.

This is a full time position on a fixed contract basis ending on 30 June 2016 with a possibility of extension or permanency. Regional travel will be required. A vehicle and mobile phone will be made available for use for the duration of the contract.

Interested candidates are requested to submit a completed application form, written application addressing the selection criteria in no more than 4 pages and current resume detailing experience relative to the position.

Selection Criteria

ESSENTIAL

1. Demonstrated experience and knowledge of emergency management and bushfire risk management, including understanding of the role of landholders and agencies in the management of bushfire risk.
2. Demonstrated conceptual, analytical and problem solving skills including understanding and experience in application of risk management principles.
3. Well-developed communication and interpersonal skills, with demonstrated ability to liaise, consult and negotiate effectively with a wide range of stakeholders, including senior government officers, industry and private landowners.
4. Proven ability to plan, prioritise and organise workloads to meet agreed timeframes. Experience in project management would be an advantage.
5. Possession of a current C Class Western Australian driver's licence as a minimum which must remain valid for the duration of employment.

Position Description

1	TITLE	Bushfire Risk Planning Coordinator
2	LEVEL	NA
3	DEPARTMENT/UNIT	Emergency Management
4	POSITION OBJECTIVES	
	<u>Objectives of Position</u> To develop Bushfire Risk Management Plans for the Local Government of and the Local Government of using the Bushfire Risk Management System (BRMS).	
5	ORGANISATIONAL RELATIONSHIPS	
	<u>Responsible to</u> <input type="checkbox"/> Manager Infrastructure	
6	KEY DUTIES/RESPONSIBILITIES	
	<ul style="list-style-type: none"> <input type="checkbox"/> Facilitates the management of the risk of bushfires to the community, assets and infrastructure by coordinating the development and implementation of Bushfire Risk Management Plans (BRMPs) for the Local Governments of and through the use of the Bushfire Risk Management System (BRMS) software. <input type="checkbox"/> Provides leadership and professional advice to local government, state agencies, industry and major landholders in the BRMP processes and policies and the use of BRMS. <input type="checkbox"/> Develops and maintains professional relationships with stakeholders to ensure the delivery of services as specified in the Agreement between the Department of Fire and Emergency Services, the Local Government of and the Local Government of <input type="checkbox"/> Consults with stakeholders to facilitate the planning, development, implementation and review of BRMPs within the Local Governments of and <input type="checkbox"/> Remain up-to-date with all BRMS training requirements set by DFES. <input type="checkbox"/> Attend to risk assessments for various assets and treatment priorities, monitor treatment progress, undertake post-treatment risk assessments and perform duties in collaboration with the DFES Bushfire Risk Management Officer appointed to support the region. <input type="checkbox"/> Investigates matters relevant to bushfire risk, in particular landholders' responsibilities for management of the bushfire risk and the land tenure for bushfire risk areas. <input type="checkbox"/> Complete reports on the status of the BRMP program to DFES including local government risk treatment programs. <input type="checkbox"/> Completes the BRMP program milestone reports as and when due. <input type="checkbox"/> Assists with managing the budget requirements relevant to the BRMP program. <input type="checkbox"/> Provide information and advice on matters pertaining to the role. <input type="checkbox"/> Represent the Local Governments at relevant Government, Industry and community forums or meetings. <input type="checkbox"/> Represent Local Governments' interests in a clear concise and informative manner. <input type="checkbox"/> Assist with operational policy development and the development of BRMS through constructive feedback. 	

ANNEX D

Minimum System Requirements

Web Browser	Internet Explorer 9 or greater
	Google Chrome “36.0.1985.143 m” or greater
	Firefox 31.0 or greater

Note: The recommendation is to have two screens; one for the BRMS Risk Management component and the other screen to display maps.

ANNEX E

Milestone Report

BRMP MILESTONE REPORT

LOCAL GOVERNMENT NAME:

DATE:

Role	Name	Contact Information
Bushfire Risk Planning Coordinator	E: P:	
Bushfire Risk Management Officer	E: P:	

Milestone	1	2	3	4	5	6	7	8	9	10	11	12	13
Percentage Complete													
Projected completion Date													

NANNUP VISITOR CENTRE SERVICE AGREEMENT

DATE

PARTIES

SHIRE OF NANNUP of, Adam Street, Nannup, WA 6275, **ABN 43 038 160 786**

and;

"A TASTE OF NANNUP" of, Warren Road, Nannup, WA 6275

BACKGROUND

- (a) The Shire of Nannup engages "A Taste of Nannup" for the provision of Visitor Centre Services.
- (b) "A Taste of Nannup" agrees to provide the Services on the terms of this Agreement.

The Parties agree as set out in the remainder of the Agreement, in consideration of, among other things, the mutual promises contained in this Agreement.

CONTRACT AIMS

This service aims to:

1. Provide a visitor information service seven days per week, 10am to 4pm except Christmas Day and extended hours during Festivals/Events in Nannup.
2. Display brochures of local tourism businesses and attractions, free maps and visitor information.
3. Develop relationships with the WA Visitor Information Centre Network, regional tourism organisations and the local tourism industry members.
4. Maintain up-to-date list of accommodation in the Shire of Nannup
5. A Taste of Nannup will pro-actively promote their service.

REPORTING

1. Written six monthly progress report due in June 2016 to the Shire of Nannup's Economic and Community Development Officer (ECDO).
2. Quarterly statistical reports to be provided to the Shire of Nannup's ECDO on visitor contacts at the Centre. On occasions the Shire of Nannup will provide specific details that are required to be collected for particular statistical purposes.

SERVICES, PROMOTION AND ADMINISTRATION

1. The provision of staff, hours of operation and other details are as per the EOI, unless otherwise agreed by both parties.
2. Maintain visual signage identifying the visitor service.
3. "A Taste of Nannup" will ensure staff and volunteers are trained and familiar with local Nannup attractions, activities and visitor information.

TERMS AND CONDITIONS OF AGREEMENT

1. "A Taste of Nannup" must have all applicable insurances, qualifications and licences etc in place as a provider of services to protect the Shire of Nannup
2. Any potential conflicts of interest that may arise must be declared to the Chief Executive Officer and any required actions taken to deal with the situation.

PAYMENT FOR SERVICES

A total of \$10,000.00 plus GST has been allocated for a twelve month period to be paid in instalments with the following milestones to be met:

Action	Amount
Objective- Preparation. Signing of Agreement	\$5,000.00
Milestone Payments June 2016: 1. Satisfactory report presented to Council	\$5,000.00
TOTAL	\$10,000.00
GST	\$1,000.00
TOTAL including GST	\$11,000.00

FEEDBACK

To assist with the program development and administration we encourage "A Taste of Nannup" to provide feedback to the Shire of Nannup.

INSURANCE

"A Taste of Nannup" should maintain appropriate Public Liability Insurances for the duration of this Agreement.

COPYRIGHT

All works developed by the Shire of Nannup during this Agreement remain the property of the Shire of Nannup. "A Taste of Nannup" will not, during the course of the Agreement or thereafter, except with the consent of the Council, as required by law or in the performance of its duties, use or disclose confidential information relating to the business of the Council, including but not limited to resident and Council details. The terms and conditions referred to in this Agreement may only be varied by written agreement signed by both parties.

CONFIDENTIALITY

All information and matters connected and related to this service are confidential and shall not be disclosed unless prior written consent is obtained.

.....

Peter Clarke
Chief Executive Officer
Shire of Nannup

Dated

.....

Heather Walford
Proprietor/Partner
"A Taste of Nannup"

Dated

.....

Linda Maher
Proprietor/Partner
"A Taste of Nannup"

Dated

.....

Jeanne Llewellyn
Proprietor/Partner
"A Taste of Nannup"

Dated



DRAFT MEMORANDUM OF UNDERSTANDING

Between the Shire of Nannup and the Lower Blackwood Catchment LCDC

PURPOSE:

The purpose of this MoU is to formally agree to the stated undertakings by the Lower Blackwood LCDC and the Shire of Nannup to ensure a positive working relationship between these two parties for the enhancement and development of sustainable farming programs in the Lower Blackwood Landcare District.

OBJECTIVES FOR LCDC

The Lower Blackwood LCDC agree to:

- Develop a business plan to support sustainable agriculture in the Lower Blackwood Catchment
- Procure funds to deliver the objectives of the Business Plan and support on ground works required in the business plan.
- Help implement projects from our Business Plan that are undertaken on farms in the Shire of Nannup or related to farming industries or environments in the Shire of Nannup.
- Assist and support any initiatives related to mental health experienced in this farming community particularly related to isolation.
- Partner research projects that deliver on ground benefits for the district.
- Establish good communication and dialogue with the Shire of Nannup.

OBJECTIVES for the Shire of Nannup

Shire of Nannup Agree to:

- Help to support the Lower Blackwood in delivery of support and services to the landholders in the Shire of Nannup.
- Help support the Lower Blackwood Landcare District Committee (known as the LBLCDC) to deliver projects from their business plan that are in or related to landholders and environments of Shire of Nannup.
- Support funding applications to procure funds to deliver the on ground works.
- Share information, resources and news that maybe related to agriculture or environmental conservation in the Shire.

- Investigate and help implement projects that will support mental and social issues for the agricultural community.
- Establish good communication with the Lower Blackwood LCDC.

ITEM 3: THE TERM:

MoU commencement date:

To be reviewed: Bi annually

ITEM 4: TERMINATION:

If at any time either party believes that terms of the MoU have not been fulfilled by either party and if further discussion and negotiation cannot resolve the issue then this MoU will be terminated by mutual agreement.

ITEM 5: ENDORSEMENT:

Representatives of the Lower Blackwood LCDC and Shire of Nannup hereby endorse this Memorandum of Understanding.

.....

Chairperson
Lower Blackwood LCDC

_____ date _____



.....
Shire President
Shire of Nannup

16 Nov date 2015



Freedom of Information Act 1992 Information Statement

Adopted at the Ordinary meeting of Council 23 November 2000
Reviewed at the Ordinary meeting of Council of ~~27 November 2014~~
26 November 2015

TABLE OF CONTENTS

- 1. STRUCTURE OF THE ORGANISATION**
 - 1.1 Council**
 - 1.2 Administration**
- 2. PUBLIC EFFECT OF THE ORGANISATION'S FUNCTIONS**
 - 2.1 Decision Making**
 - 2.2 Legislation, Regulations, By-Laws and Powers**
- 3. POLICY FORMULATION - PUBLIC PARTICIPATION**
 - 3.1 Policies**
 - 3.2 Delegation of Authority**
 - 3.3 Annual General Meeting of Electors**
 - 3.4 Sub-Committees & Consultative Groups**
 - 3.5 Services**
- 4. DOCUMENTS HELD BY THE ORGANISATION**
 - 4.1 Documents available for Inspection by the Public**
 - 4.2 Documents covered by the Act**
- 5. ACCESS PROCEDURES & ARRANGEMENTS**
 - 5.1 Applications and Forms of Access**
 - 5.2 The Review Process**
 - 5.3 Amendment Procedures**

1. STRUCTURE OF ORGANISATION

1.1 COUNCIL

SHIRE PRESIDENT: Cr Tony Dean

DEPUTY SHIRE PRESIDENT: Cr Robin Mellema

Central Ward

Cr Tony Dean

Lot 139 Vasse Highway Nannup WA 6275

Ph/Fax (08) 9756 0680

Email: nannupliquor@westnet.com.au

Cr Charles Gilbert

17 Adam Street Nannup WA 6275

Ph/Fax (08) 9756 1184

Email: gilbertce@bigpond.com

Cr Norm Steer

30b Walter Road Nannup WA 6275

Ph/Fax (08) 9756 1597

Email: norman.steer5@bigpond.com

North Ward

Cr Cate Stevenson

PO Box 306 Nannup WA 6275

Ph/Fax 9756 0250

Email:

catherinestevenson25@bigpond.com

Cr Bob Longmore

15 Blackwood River Drive_Nannup WA
6275

Ph/Fax (08) 9756 0308

Email: longmore@westnet.com.au

Cr Anne Slater

PO Box 315 Nannup WA 6275

Ph/Fax (08) 9756 1997

Email: aslates@westnet.com.au

South Ward

Cr Robin Mellema

Loc 4184 Blythe Road Nannup WA 6275

Ph/Fax (08) 9756 1156

Email: robin.mellema@education.wa.edu.au

Cr Patricia Fraser

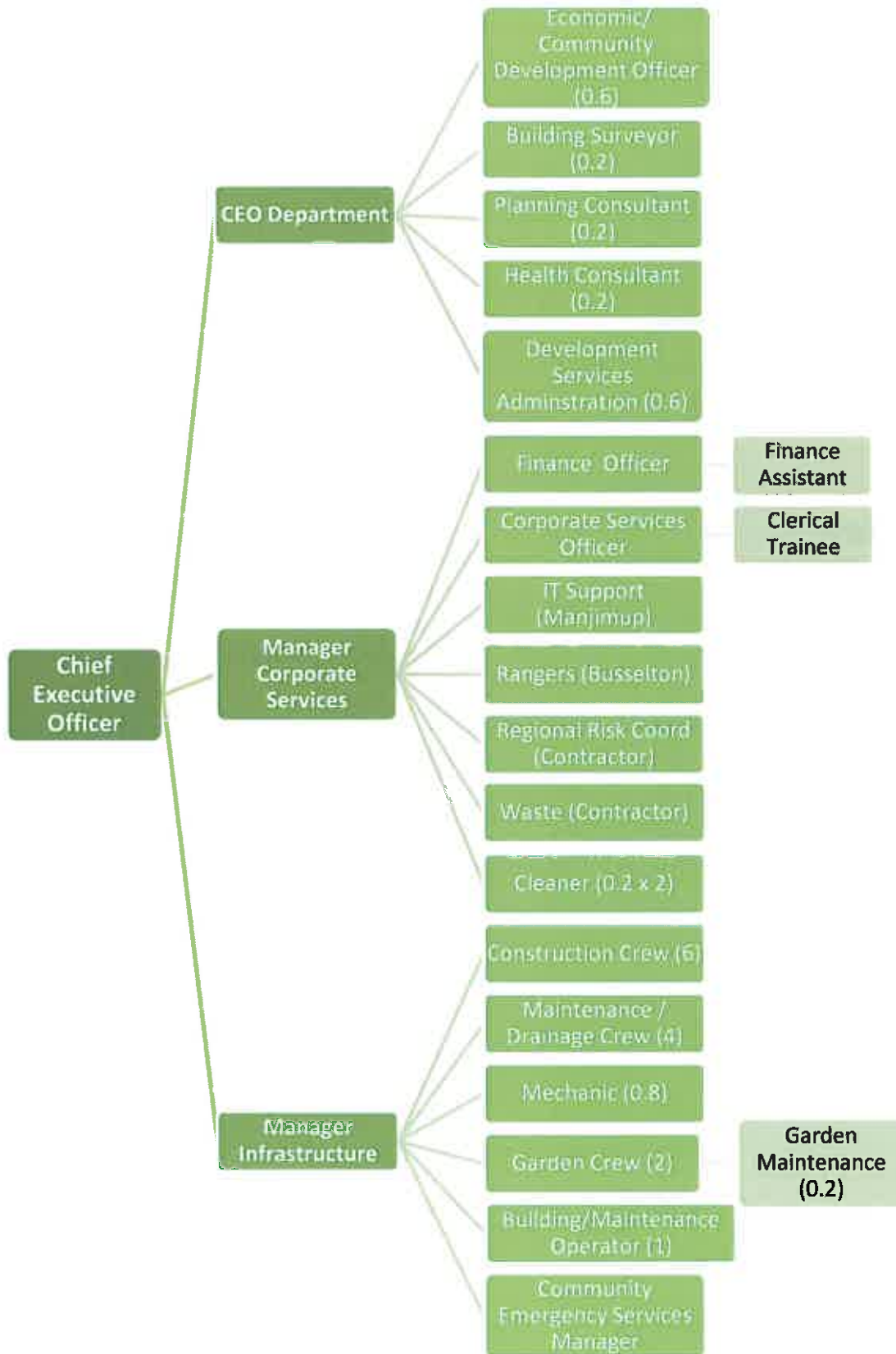
PO Box 14 Nannup WA 6275

Ph (08) 9758 1112

1.2 ADMINISTRATION

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

An organisational structure of the Shire of Nannup follows:



2. PUBLIC EFFECT OF THE ORGANISATION'S FUNCTIONS

2.1 DECISION MAKING

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

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

Council

Council, consisting of eight Councillors, is the decision making body on all policy matters. Council meets monthly with Ordinary Meetings of Council being held on the fourth Thursday of every month commencing at 4.15 pm.

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

Agendas and Minutes

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

2.2 LEGISLATION, REGULATIONS, BY-LAWS AND POWERS

2.2.1 ACTS

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

Local Government Act 1995 and Associated Regulations

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

Bush Fires Act 1954 and Associated Regulations

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

Cemeteries Act 1986

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

Disability Services Act 1993

This Act provides services for people with disabilities.

Dog Act 1976 and Associated Regulations

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

Environment Protection Act 1986

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

Freedom of Information Act 1992

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

Health Act 1911

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

Heritage of WA Act 1990

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

Liquor Licensing Act 1988 and Associated Regulations

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

Litter Act 1979 and Associated Regulations

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

Occupational Safety and Health Act 1984 and Association Regulations

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

Public Works Act 1902

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

Rates and Charges (Rebates and Deferments) Act 1992

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

Strata Titles Act 1985

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

Planning and Development Act 2005

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

Building Act 2011

This Act regulates the construction and modification of buildings.

Valuation of Land Act 1978

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

2.2.2 COUNCIL LOCAL LAWS

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

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

2.2.3 TOWN PLANNING SCHEME

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

The purpose of the Scheme is to:

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

3. POLICY FORMULATION - PUBLIC PARTICIPATION

3.1 POLICIES

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

3.2 DELEGATION OF AUTHORITY

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

3.3 ANNUAL GENERAL MEETING OF ELECTORS

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

3.4 SUB-COMMITTEES AND CONSULTATIVE GROUPS

Council Committees comprise:

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

The Council has appointed the following Working Groups:

Plant Replacement Group
Warren Blackwood Strategic Alliance
Lower Blackwood Vertebrate Pest Management Group
Blackwood Basin Group Management Committee
Lower Blackwood Land Conservation District Committee

3.5 SERVICES

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

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

4. DOCUMENTS HELD BY THE ORGANISATION

4.1 DOCUMENTS AVAILABLE FOR INSPECTION BY THE PUBLIC

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

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

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

4.2 DOCUMENTS COVERED BY THE ACT

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

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

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

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

5. ACCESS PROCEDURES AND ARRANGEMENTS

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

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

5.1 APPLICATIONS AND FORMS OF ACCESS

5.1.1 APPLICATIONS

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

The Shire of Nannup may request proof of identity.

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

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

Applications should be addressed to:

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

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

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

5.1.2 FEES AND CHARGES

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

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

5.1.3 FORMS OF ACCESS

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

5.1.4 NOTICE OF DECISION

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

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

5.2 THE REVIEW PROCESS

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

5.2.1 INTERNAL REVIEW

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

5.2.2 EXTERNAL REVIEW

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

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

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

5.3 AMENDMENTS PROCEDURE

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

Effective From:	23 November 2000
Expires on:	Does not expire
Next Review:	26 November 2015
Adopted by Council:	26 November 2015

Nathan and Helen Helms
2402 Albany Highway
GOSNELLS WA 6110
Lot 3 Halleys Road
CUNDINUP WA
Email np.helms@gmail.com
mob 0427081839

Mr. Peter Clarke CEO
15 Adam Street
NANNUP WA 6275
PO Box 11
NANNUP WA 6275
Email peter.clarke@nannup.wa.gov.au
15th September 2015

Dear Mr. Clark

RE CLOSING OBSOLETE ROAD RESERVE LOT 3 HALLEYS ROAD CUNDINUP

We the owners of Lot 3 Halleys Road make a formal request to the Shire of Nannup to have the road reserve closed for the purposes of acquiring the land and amalgamating it into Lot 3.

We request this matter to be addressed in the next council meeting of the 24th of September 2015.

Please advise your approval for closure so that we may approach the DEPARTMENT OF LAND ADMINISTRATION for removal from the title.

Thanking you for your service,

Yours faithfully,

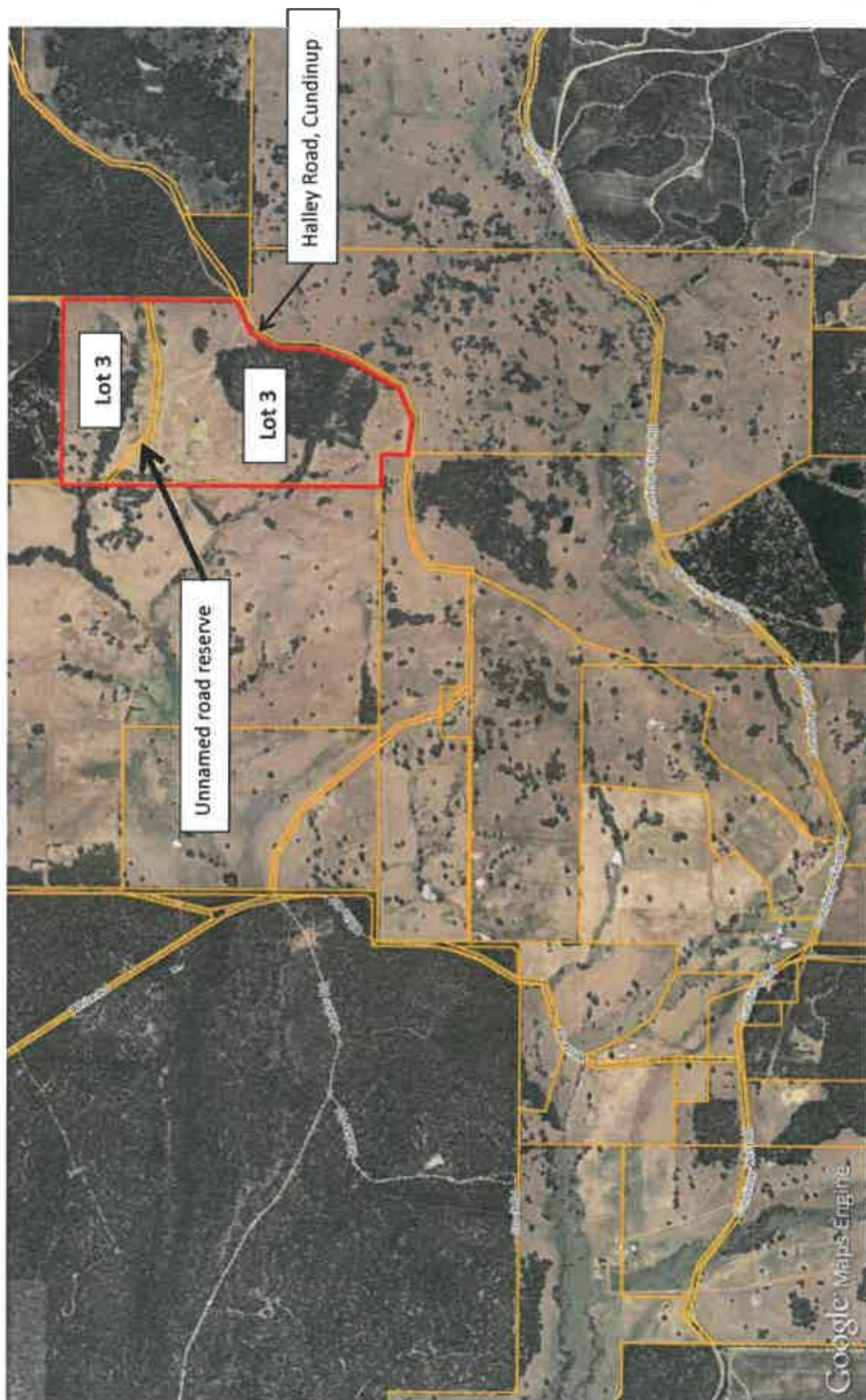


Nathan and Helen Helms



WARNING

This product is supplied for information only and is not guaranteed. The information may be out of date and some measurements are digitized. The information should not be relied upon without further verification from the original documents. Where the information is being used for legal purposes the original documents must be searched.





Government of Western Australia
Department of Fire & Emergency Services



Our Ref: BY01859-04
Your Ref: A190

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

By Email

Attention: Peter Clarke

Dear Sir

**REFERRAL RESPONSE – PROPOSED ROAD RESERVE CLOSURE – UNAMED
ROAD RESERVE ON LOT 3 HALLEY ROAD, CUNDINUP**

Thank you for seeking advice from the Department of Fire & Emergency Services (DFES) on the above proposal.

The proposal has been assessed by DFES against WAPC SPP 3.4 Natural Hazards and Disasters. As such, DFES raises no objection to the proposal.

Should you require further information please contact the DFES Regional office on 9780 1900.

Yours faithfully

**DOUG VAN BAVEL
LAND USE PLANNING OFFICER**

4 November 2015

Jane Buckland

From: Forrest, Cherylynne <Cherylynne.Forrest@lands.wa.gov.au>
Sent: Tuesday, October 6, 2015 3:03 PM
To: ShireofNannup
Subject: Your Ref: A190 Proposed Road Reserve Closure - Unnamed Road Reserve on Lot 3 Halley Road, Cundinup

DoL File No: 00794-2015
DoL Job No: 152582

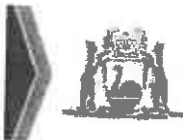
Good afternoon, Jane

I refer to your letter of 25 September 2015.

The Department of Lands has no objection to the closure of the unnamed road reserve and amalgamation into adjoining Lot 3 on Diagram 28934, Cundinup.

Kind regards
Cherylynne

Cherylynne Forrest | State Land Officer | South West and Great Southern
Department of Lands | Level 10, Bunbury Tower, 61 Victoria Street | Bunbury WA 6230
T (08) 9791 0837 | F (08) 6552 4417
E cherylynne.forrest@lands.wa.gov.au | W www.lands.wa.gov.au



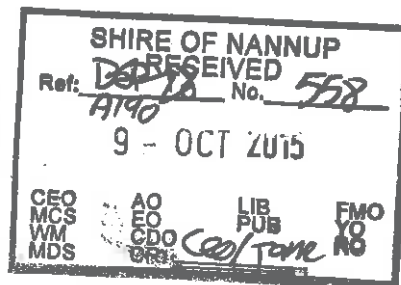
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This notice should not be removed.*

Our ref: 13327505
Contact: Tasha Adams

7/10/2015

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



Dear Sir/ Madam

**Proposed Road Closure of unnamed road reserve on Lot 3 Halley Road, Cundinup.
Your Reference A190**

Thank you for your letter regarding the proposed road closure. Western Power does not have any objection at this time to the above proposal.

We have identified that there are no assets in the scope of your working area.

This reply is only to the location requested. Where additional works are planned, that are not specified within this scope, Western Power requires that you send another enquiry.

Important Context

Western Power does not retain any information related to the following assets

- Private cables that reside within a private property. Eg from Pillar (Green Dome) to you electric meter. A cable locating company will have to be contacted for on-site locations on you private property.
- Private cables belonging to Government Authorities Eg Main Roads, RailNet etc
- Private street light cables belonging to local Shires, private estates etc

Contacts

Should you have any further enquiries please contact Western Powers Customer Service:
13 10 87

Yours Sincerely



Tasha Adams
Data Quality Improvement Team



Government of Western Australia
Department of Planning

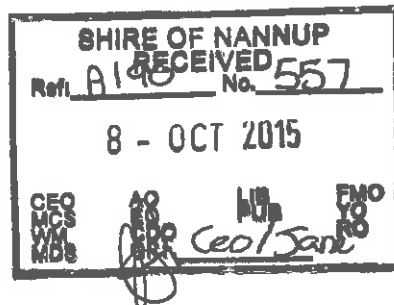
South West Planning

Our Ref: DP/10/00767/1
Your Ref: A190
Enquiries: Hannah Paget

05 October 2015

Shire of Nannup
PO Box 11
NANNAUP WA 6275

Attention: Peter Clarke



Dear Peter,

Re: Proposed Road Reserve Closure - Unnamed Road Reserve on Lot 3 Halley Road, Cundinup

I refer to your letter dated 25 September 2015, seeking comments from the Department of Planning regarding the above mentioned proposal.

The Department raises no objection to the proposal to close the unnamed road reserve.

It is noted that -

- The area of unnamed road reserve will need to be rezoned to the appropriate 'Agriculture' zone to be consistent with Lot 3. This can be done as a part of an omnibus amendment to the Scheme.
- An application for amalgamation of the unnamed road reserve to Lot 3 will need to be made with the Department of Planning.

If you have any queries in relation to this matter please contact Hannah Paget at this office on 9791 0593.

Yours sincerely

David Brash
Senior Planning Officer
South West Statutory Planning



Government of Western Australia
Department of Lands

Enquiries: Catherine Malajczuk, Ph. (08) 6552 4633
Email: Catherine.malajczuk@lands.wa.gov.au

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

Sent via email to: nannup@nannup.wa.gov.au

Dear Sir/Madam,

South West Settlement of Native Title Claims – Land Base Consultation

Reference is made to previous correspondence regarding the negotiations between the Department of Premier and Cabinet (DPC) and the South West Aboriginal Land and Sea Council (SWALSC) to settle all native title claims in the South West.

The Department of Lands (DoL) is responsible for identifying Crown land to be considered as part of the benefits package to be offered to the six claimant groups via SWALSC.

As part of the usual investigation undertaken by DoL, any transfer of land, either as freehold, leasehold or reserve, will be subject to the normal planning, environmental and other laws applicable to land ownership and management.

As a continuation of the process, attached for your consideration and advice is a list of land parcels within your local government area for possible inclusion in the Land Base Package. Please see the 'Possible Preferred Tenure' column field which indicates the tenure SWALSC/ Noongar Boodja Trust (NBT) may select once consultation with the working party is complete.

It will be appreciated if you could provide comments on the parcels contained in the attached list, with respect to the following:

1. Any future proposals for the land identified? If so, in what timeframe?
2. Any proposed planning scheme amendments? If so, in what timeframe?
3. Any future proposals for either the creation or amendments to reserves? If so, in what timeframe?
4. Any known land management issues e.g. Contamination etc.

In the attached list, a column titled 'Comments' has been included for your comments.

Gordon Stephenson House, 140 William Street Perth Western Australia 6000 PO Box 1143 West Perth Western Australia 6872

Telephone (08) 6552 4400 Facsimile (08) 6552 4417 Freecall: 1800 735 784 (Country only)
Email: info@lands.wa.gov.au Website: www.lands.wa.gov.au
ABN: 68 565 723 484

Once your agency has considered the Crown land identified and provided comments in the attached list, please return the list to the DoL South West Settlement project team by email to catherine.malajczuk@lands.wa.gov.au as soon as possible.

If you have any questions regarding the South West Settlement please contact the DPC Manager South West Settlement, Angela Elder, on 08 6552 5491.

For all Crown land identification feedback questions, please contact State Land Officer, Catherine Malajczuk, on 08 6552 4633.

Yours sincerely,

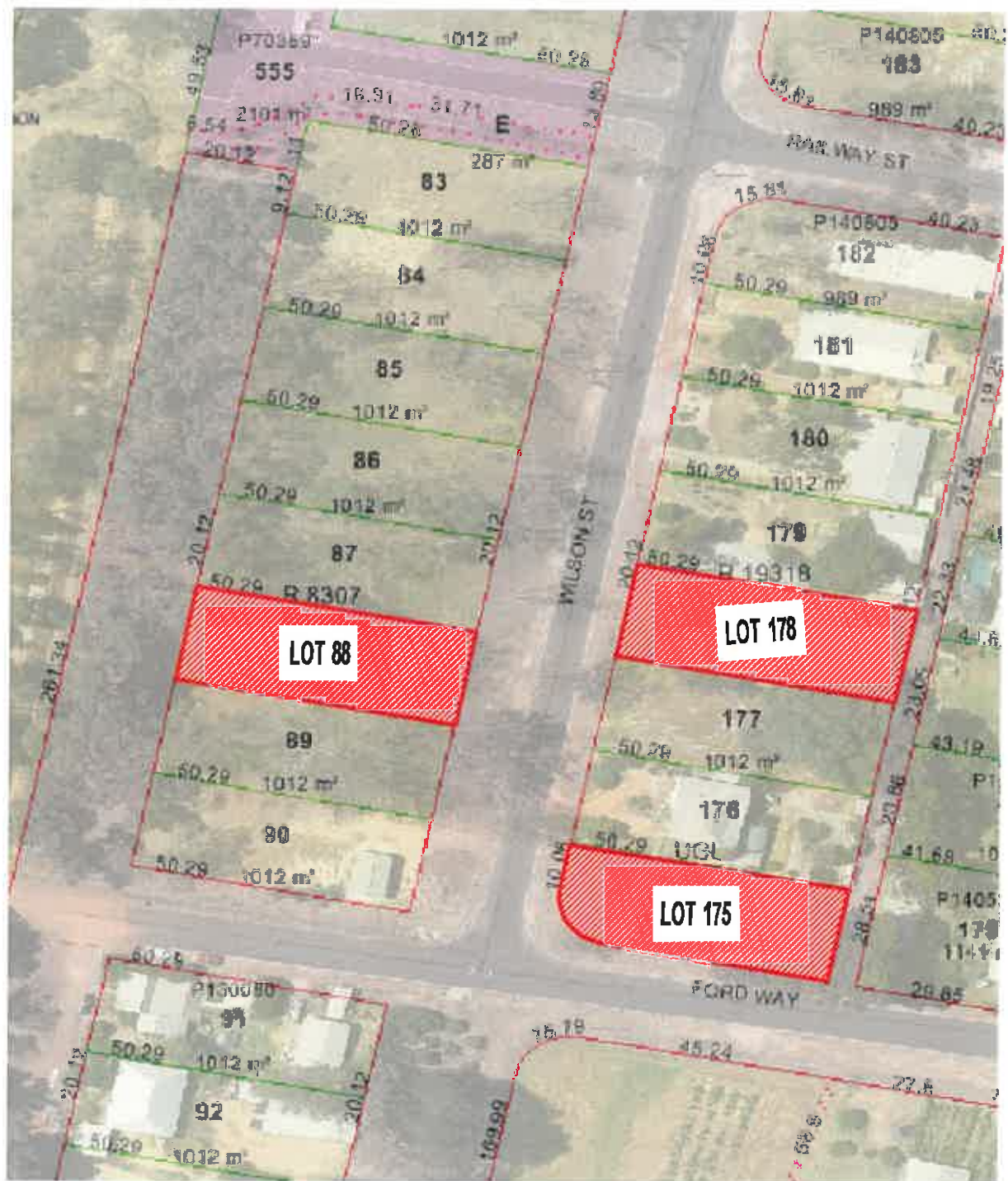
A handwritten signature in black ink, appearing to be 'C. Malajczuk', written in a cursive style.

State Land Officer – South West Settlement
Regional and Metropolitan Services

14 October 2015

Pin No.	Current Tenure	Lot	Survey	Address	Township	Region	LGA	CLT/CT	Reserve No.	Res
11558427	Unallocated Crown Land	302	DP60576	Lot 302 ANDREW RD, DONNELLY RIVER	WHEATLEY	South West	Shire of Nannup	LR3147/699		
11558428	Unallocated Crown Land	302	DP60576	Lot 302 ANDREW RD, DONNELLY RIVER	WHEATLEY	South West	Shire of Nannup	LR3147/699		
508395	Unallocated Crown Land				NANNUP	South West	Shire of Nannup			
512626	Reserve	45	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/547	R 12340	GOVERNMENT
512620	Reserve	31	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/533	R 12340	GOVERNMENT
512910	Reserve	30	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/532	R 12340	GOVERNMENT
512935	Reserve	8	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/508	R 12340	GOVERNMENT
512951	Reserve	15	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/517	R 12340	GOVERNMENT
512940	Reserve	21	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/523	R 12340	GOVERNMENT
512939	Reserve	22	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/524	R 12340	GOVERNMENT
512913	Reserve	61	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/553	R 12340	GOVERNMENT
512923	Reserve	43	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/545	R 12340	GOVERNMENT
512907	Reserve	34	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/539	R 12340	GOVERNMENT
11930254	Reserve	522	DP71084		QUIGUP	South West	Shire of Nannup	LR3162/130	R 12340	GOVERNMENT
512634	Reserve	7	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/509	R 12340	GOVERNMENT
512909	Reserve	66	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/557	R 12340	GOVERNMENT
512910	Reserve	54	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/556	R 12340	GOVERNMENT
512949	Reserve	13	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/515	R 12340	GOVERNMENT
512950	Reserve	14	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/516	R 12340	GOVERNMENT
512915	Reserve	41	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/543	R 12340	GOVERNMENT
512911	Reserve	53	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/555	R 12340	GOVERNMENT
512906	Reserve	36	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/538	R 12340	GOVERNMENT
512903	Reserve	38	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/540	R 12340	GOVERNMENT
512947	Reserve	5	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/507	R 12340	GOVERNMENT
512953	Reserve	17	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/519	R 12340	GOVERNMENT
512901	Reserve	40	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/542	R 12340	GOVERNMENT
512938	Reserve	23	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/525	R 12340	GOVERNMENT
512918	Reserve	29	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/531	R 12340	GOVERNMENT
512948	Reserve	4	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/506	R 12340	GOVERNMENT
512928	Reserve	46	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/548	R 12340	GOVERNMENT
512948	Reserve	12	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/514	R 12340	GOVERNMENT
512921	Reserve	32	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/534	R 12340	GOVERNMENT
11930293	Reserve	521	DP71084		QUIGUP	South West	Shire of Nannup	LR3162/119	R 12340	GOVERNMENT
512922	Reserve	33	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/536	R 12340	GOVERNMENT
608188	Reserve	178	DP140806	Lot 178 WILSON ST, NANNUP	NANNUP	South West	Shire of Nannup	LR3016/192	R 19315	EXCEPT
512914	Reserve	50	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/552	R 12340	GOVERNMENT
512936	Reserve	26	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/527	R 12340	GOVERNMENT
512910	Reserve	27	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/529	R 12340	GOVERNMENT
512945	Reserve	9	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/505	R 12340	GOVERNMENT
512928	Reserve	48	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/550	R 12340	GOVERNMENT
512924	Reserve	44	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/546	R 12340	GOVERNMENT
512932	Reserve	9	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/511	R 12340	GOVERNMENT
512908	Reserve	58	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/558	R 12340	GOVERNMENT
512952	Reserve	18	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/518	R 12340	GOVERNMENT
512927	Reserve	47	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/549	R 12340	GOVERNMENT
512902	Reserve	39	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/541	R 12340	GOVERNMENT
512933	Reserve	8	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/510	R 12340	GOVERNMENT
508188	Reserve	88	DP130080	Lot 88 WILSON ST, NANNUP	NANNUP	South West	Shire of Nannup	LR3048/790	R 8307	GOVERNMENT
512906	Reserve	36	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/537	R 12340	GOVERNMENT
512900	Reserve	42	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/544	R 12340	GOVERNMENT
512904	Reserve	37	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/539	R 12340	GOVERNMENT
512954	Reserve	18	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/520	R 12340	GOVERNMENT
512931	Reserve	11	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/513	R 12340	GOVERNMENT
512912	Reserve	52	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/554	R 12340	GOVERNMENT
512943	Reserve	10	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/512	R 12340	GOVERNMENT
512955	Reserve	1	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/503	R 12340	GOVERNMENT
512917	Reserve	28	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/530	R 12340	GOVERNMENT
512944	Reserve	2	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/504	R 12340	GOVERNMENT
512937	Reserve	24	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/526	R 12340	GOVERNMENT
512930	Reserve	26	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/528	R 12340	GOVERNMENT
512929	Reserve	49	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/551	R 12340	GOVERNMENT
512942	Reserve	19	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/521	R 12340	GOVERNMENT
512941	Reserve	20	DP135038		QUIGUP	South West	Shire of Nannup	LR3148/522	R 12340	GOVERNMENT
508188	Unallocated Crown Land	175	DP140805	Lot 175 WILSON ST, NANNUP	NANNUP	South West	Shire of Nannup	LR3016/101		
12053624	Reserve	507	DP68741		QUIGUP	South West	Shire of Nannup	LR3024/933	R 12340	GOVERNMENT
471886	Unallocated Crown Land					South West	Shire of Nannup			
511459	Unallocated Crown Land	11726	DP62515			South West	Shire of Nannup	LR3020/541		
511480	Unallocated Crown Land	6789	DP62515			South West	Shire of Nannup	LR3020/539		
471982	Unallocated Crown Land	11213	DP204910			South West	Shire of Nannup	LR3016/760		
478297	Unallocated Crown Land	12600	DP210684			South West	Shire of Nannup	LR3016/224		
11284008	Unallocated Crown Land	301	DP41104			South West	Shire of Nannup	LR3134/760		
472148	Unallocated Crown Land					South West	Shire of Nannup			
521743	Unallocated Crown Land					South West	Shire of Nannup			
471381	Unallocated Crown Land	12889	DP211134			South West	Shire of Nannup	LR3016/222		
512973	Unallocated Crown Land					South West	Shire of Nannup			
471554	Unallocated Crown Land					South West	Shire of Nannup			
471059	Unallocated Crown Land	12862	DP172048			South West	Shire of Nannup	LR3016/761		
471977	Unallocated Crown Land					South West	Shire of Nannup			
471240	Unallocated Crown Land					South West	Shire of Nannup			
471550	Unallocated Crown Land					South West	Shire of Nannup			
471076	Unallocated Crown Land	3648	DP167664			South West	Shire of Nannup	LR3016/221		
471427	Unallocated Crown Land					South West	Shire of Nannup			
471555	Unallocated Crown Land					South West	Shire of Nannup			
471144	Reserve	12796	DP209762			South West	Shire of Nannup	LR3016/764	R 12953	WATERING PLACE
476362	Reserve	13283	DP91047			South West	Shire of Nannup	LR3016/754	R 3	COMMON FOR
511521	Reserve					South West	Shire of Nannup		R 1481	WATER
11516585	Reserve	13188	DP192553			South West	Shire of Nannup	LR3087/627	R 2294	WATERING PLACE
476276	Reserve	12863	DP210684			South West	Shire of Nannup	LR3150/564	R 30625	GOVERNMENT
471193	Reserve	12796	DP209762			South West	Shire of Nannup	LR3016/764	R 12953	WATER
527382	Reserve	4164	DP207768			South West	Shire of Nannup	LR3016/756	R 12457	
527577	Reserve	4164	DP207768			South West	Shire of Nannup	LR3016/758	R 12457	
471382	Reserve					South West	Shire of Nannup		R 16876	TIMBER COVER
472149	Unallocated Crown Land					South West	Shire of Nannup			
521925	Unallocated Crown Land					South West	Shire of Nannup			

Total Parcels	94
Total Area (ha)	2828.25

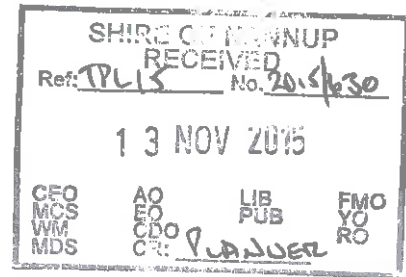




MILLWARD SURVEYS PTY LTD

ABN 31 009 270 786

Tenement Administration and Exploration



CEO
SHIRE OF NANNUP
PO BOX 11 NANNUP
WA 6275

EXPLORATION LICENCE 70/4789

Please find enclosed a copy of an application lodged on behalf of our client.
A copy of the relevant plan is also enclosed.

Should you have any queries in this regard please contact this office?

Regards

Steve Millward
Tenement Manager
11 November 2015

PO Box 588 BELMONT WA 6984 Australia

Email <millsurv@alikabier.com>

Mobile 0417 174 398

Form 21

WESTERN AUSTRALIA
Mining Act 1978
(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

APPLICATION FOR MINING TENEMENT

- (a) Type of tenement
(b) Time & Date marked out (where applicable)
(c) Mineral Field

(a) EXPLORATION LICENCE	No...../.....
(b)	(c) SOUTH WEST

APPLICANT:

- (d) Full Name
(e) Address
(f) No. of shares
(g) Total No. of shares
- for each applicant

(d) & (e)	(f) Shares
LITHIUM AUSTRALIA NL	100
A.C.N. 126 129 413	
PO BOX 588 BELMONT	
WA 6984	
	(g) Total 100

DESCRIPTION OF GROUND APPLIED FOR:
(For Exploration Licences see Note 1.
For other Licences see Note 2.
For all Licences see Note 3.)

- (h) Locality
(i) Datum Peg
(j) Boundaries

(h) GREENBUSHES KOALA PROJECT
(i) As per attachments
In respect to private land this application is for sub surface rights only and excises State Forest and Timber reserves which require referral to DPaW
(k) 17 Sub Blocks


- (k) Area (ha or km²)

- (l) Signature of applicant or agent

(i)

...AGENT DATE

3/11/2015

O F F I C E U S E	OBJECTIONS to this application may be lodged at the Mining Registrar's office at on or before <u>8th</u> day of <u>December</u> 2015..... (see Note 4). Where an objection to this application is lodged the hearing will take place on a date to be set.				
	DEPARTMENT OF MINES AND PETROLEUM 03 NOV 2015 13:35 MINERAL TITLES DIVISION	FEES PAID		\$	Receipt No:
		Application	1323	80	06-149817
		Rent	2129	25	SHIRE: <u>Nannup Shire</u> <u>Dannybrook - Balingup Shire</u>
		E 70/4789 Lodge Office: PERTH Lodge Date: 03/11/2015 13:35:00 Fees: \$1,323.80(A) \$2,129.25(R)			 em-4-E 7004789

NOTES

Note 1: EXPLORATION LICENCE

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
(ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
(ii) The following action should be taken to ascertain ground availability:
(a) public plan search; (b) register search; (c) ground inspection.

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.

FORM 21 - ATTACHMENT 2

MAP SHOWING BLOCKS APPLIED FOR IN EXPLORATION LICENCE NO. /

THIS SECTION MUST BE COMPLETED IN FULL FOR ALL EXPLORATION LICENCE APPLICATIONS

(i) Indicate 1:1,000,000 Plan Name(s) highlighting sheet boundaries in the areas marked (*) e.g. Kalgoorlie

(iii) Indicate Graticular Section e.g. ☒

(ii) Indicate Primary Number(s) e.g.

PRIMARY No. 318

(iv) Outline external boundaries of licence applied for

		1:1,000,000 PLAN NAME(S)				
		ALBANY	ALBANY	ALBANY	ALBANY	ALBANY
1:1,000,000 PLAN NAME(S)	ALBANY	a b c d e	a b c d e	a b c d e	a b c d e	a b c d e
		f g h j k	f g h j k	f g h j k	f g h j k	f g h j k
		PRIMARY No.1318	PRIMARY No.1319	PRIMARY No.1320	PRIMARY No.	PRIMARY No.
		l m n o p	l m n o p	l m n o p	l m n o p	l m n o p
		q r s t u	q r s t u	q r s t u	q r s t u	q r s t u
	ALBANY	v w x y z	v w x y z	v w x y z	v w x y z	v w x y z
		a b c d e	a b c d e	a b c d e	a b c d e	a b c d e
		f g h j k	f g h j k	f g h j k	f g h j k	f g h j k
		PRIMARY No.1390	PRIMARY No.1391	PRIMARY No.1392	PRIMARY No.	PRIMARY No.
		l m n o p	l m n o p	l m n o p	l m n o p	l m n o p
	ALBANY	q r s t u	q r s t u	q r s t u	q r s t u	q r s t u
		v w x y z	v w x y z	v w x y z	v w x y z	v w x y z
		a b c d e	a b c d e	a b c d e	a b c d e	a b c d e
		f g h j k	f g h j k	f g h j k	f g h j k	f g h j k
		PRIMARY No.1462	PRIMARY No.1463	PRIMARY No.1464	PRIMARY No.	PRIMARY No.
	ALBANY	l m n o p	l m n o p	l m n o p	l m n o p	l m n o p
		q r s t u	q r s t u	q r s t u	q r s t u	q r s t u
		v w x y z	v w x y z	v w x y z	v w x y z	v w x y z
		a b c d e	a b c d e	a b c d e	a b c d e	a b c d e
		f g h j k	f g h j k	f g h j k	f g h j k	f g h j k
ALBANY	PRIMARY No.1534	PRIMARY No.1535	PRIMARY No.1536	PRIMARY No.1537	PRIMARY No.1538	
	l m n o p	l m n o p	l m n o p	l m n o p	l m n o p	
	q r s t u	q r s t u	q r s t u	q r s t u	q r s t u	
	v w x y z	v w x y z	v w x y z	v w x y z	v w x y z	
	a b c d e	a b c d e	a b c d e	a b c d e	a b c d e	
ALBANY	f g h j k	f g h j k	f g h j k	f g h j k	f g h j k	
	PRIMARY No.1606	PRIMARY No.1607	PRIMARY No.1608	PRIMARY No.1609	PRIMARY No.1610	
	l m n o p	l m n o p	l m n o p	l m n o p	l m n o p	
	q r s t u	q r s t u	q r s t u	q r s t u	q r s t u	
	v w x y z	v w x y z	v w x y z	v w x y z	v w x y z	
ALBANY	a b c d e	a b c d e	a b c d e	a b c d e	a b c d e	
	f g h j k	f g h j k	f g h j k	f g h j k	f g h j k	
	PRIMARY No.	PRIMARY No.	PRIMARY No.1680	PRIMARY No.1681	PRIMARY No.1682	
	l m n o p	l m n o p	l m n o p	l m n o p	l m n o p	
	q r s t u	q r s t u	q r s t u	q r s t u	q r s t u	
ALBANY	v w x y z	v w x y z	v w x y z	v w x y z	v w x y z	
	1:1,000,000 PLAN NAME(S)					

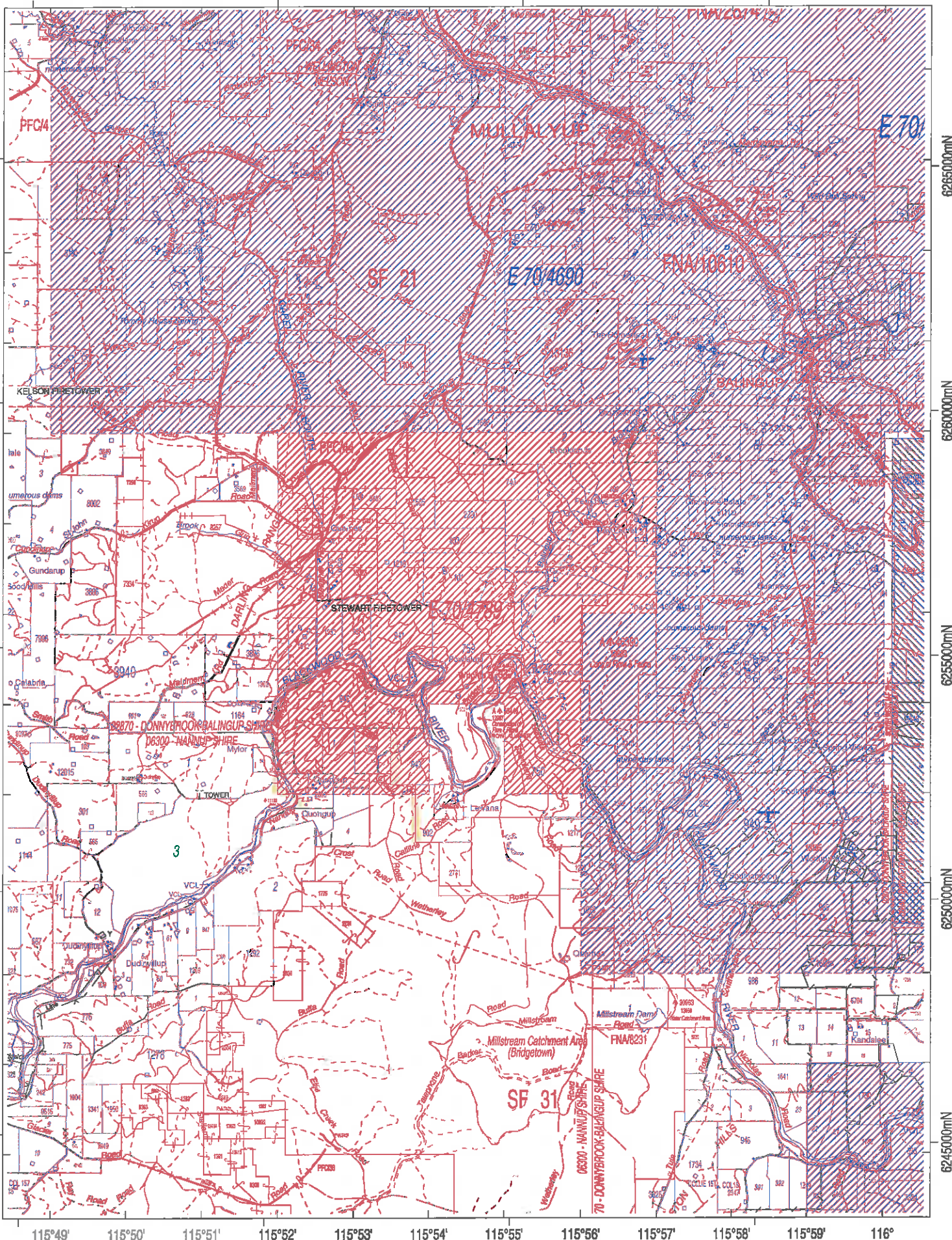


390000mE

395000mE

400000mE

405000mE



This plan has been compiled from various data sources and is not a substitute for a survey. It is intended for general reference only. The Department of Mines and Petroleum is not responsible for any errors or omissions. The map is based on the Australian Map Grid of 1994, Zone 50. The map is not to be used for navigation or other purposes. The map is not to be used for navigation or other purposes. The map is not to be used for navigation or other purposes.

Scale: 1:100,000

0.0 1.0 2.0 3.0 4.0 5.0 6.0 7.0 8.0 9.0 10.0km

Retenidge
Sharp.

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 OCTOBER 2015 TO 31 OCTOBER 2015

	2015/16 Y-T-D Actual \$	2015/16 Y-T-D Budget \$	2015/16 Budget \$	Variances Y-T-D Budget to Actual	
				%	\$
<u>Operating</u>					
Revenues/Sources					
Governance	40	167	500	76%	127
General Purpose Funding	203,853	266,091	798,274	23%	62,238
Law, Order, Public Safety	34,122	62,316	186,947	45%	28,193
Health	6,508	910	2,730	(615%)	(5,598)
Education and Welfare	41,409	17,943	53,830	(131%)	(23,466)
Housing	5,458	11,785	35,356	54%	6,327
Community Amenities	146,187	50,284	150,851	(191%)	(95,903)
Recreation and Culture	270,260	302,890	908,669	11%	32,630
Transport	356,468	479,667	1,439,000	26%	123,198
Economic Services	3,936	58,667	176,000	93%	54,730
Other Property and Services	2,488	10,000	30,000	75%	7,512
	<u>1,070,730</u>	<u>1,260,719</u>	<u>3,782,157</u>	<u>(15%)</u>	<u>189,989</u>
(Expenses)/(Applications)					
Governance	(208,551)	(105,348)	(316,044)	98%	103,203
General Purpose Funding	(36,729)	(55,783)	(167,350)	(34%)	(19,054)
Law, Order, Public Safety	(112,535)	(152,293)	(456,879)	(26%)	(39,758)
Health	(14,788)	(22,986)	(68,959)	(36%)	(8,198)
Education and Welfare	(59,213)	(71,956)	(215,868)	(18%)	(12,743)
Housing	(6,611)	(17,661)	(52,983)	(63%)	(11,050)
Community Amenities	(72,758)	(165,817)	(497,451)	(56%)	(93,059)
Recreation & Culture	(89,339)	(193,974)	(581,923)	(54%)	(104,636)
Transport	(281,709)	(810,071)	(2,430,213)	(65%)	(528,362)
Economic Services	(23,967)	(49,839)	(149,516)	(52%)	(25,871)
Other Property and Services	(27,230)	(57,875)	(173,626)	(53%)	(30,645)
	<u>(933,432)</u>	<u>(1,703,604)</u>	<u>(5,110,812)</u>	<u>(45%)</u>	<u>(770,172)</u>
<u>Adjustments for Non-Cash</u>					
<u>(Revenue) and Expenditure</u>					
(Profit)/Loss on Asset Disposals	0	2,067	6,200	(100%)	2,067
Depreciation on Assets	12	683,283	2,049,850	(100%)	683,271
<u>Capital Revenue and (Expenditure)</u>					
Purchase Land and Buildings	(641,290)	(343,628)	(1,030,884)	87%	297,662
Purchase Infrastructure Assets	(207,639)	(914,520)	(2,743,561)	(77%)	(706,881)
Purchase Plant and Equipment - Roads	0	0	0		
Purchase Plant and Equipment - Parks	(47,959)	(170,767)	(512,300)	(72%)	(122,807)
Purchase Furniture and Equipment	(2,135)	0	0	0%	2,135
Proceeds from Disposal of Assets	0	61,000	183,000	(100%)	61,000
Repayment of Debentures	(3,559)	(25,644)	(76,933)	(86%)	(22,086)
Proceeds from New Debentures	0	0	0	0%	0
Leave Provisions	0	63,532	190,597	(100%)	63,532
Accruals	(26,235)	4,831	14,493	(643%)	31,066
Self Supporting Loan Principal Income	3,559	4,853	14,560	(27%)	1,295
Transfers (to)/from Reserves		130,808	392,425	(100%)	130,808
ADD Net Current Assets July 1 B/Fwd	468,874	463,454	1,390,362		
LESS Net Current Assets Year to Date	1,131,772	0	0		
Amount Raised from Rates	<u><u>(1,450,846)</u></u>	<u><u>(483,615)</u></u>	<u><u>(1,450,846)</u></u>		

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 30 JUNE 2016

	2015/16 Actual \$	Brought Forward 01-July-2015 \$
NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	673,689	925,132
Cash - Restricted	198,318	167,325
Cash - Reserves	2,512,607	2,510,330
Receivables	783,802	340,817
Inventories	6,240	6,240
	<u>4,174,656</u>	<u>3,949,845</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(331,959)</u>	<u>(803,316)</u>
	3,842,697	3,146,529
Less: Cash - Reserves - Restricted	(2,710,925)	(2,677,656)
NET CURRENT ASSET POSITION	<u><u>1,131,772</u></u>	<u><u>468,874</u></u>

Prog	Programme Description	COA	Description	Original Budget	Budgeted YTD	YTD Actual	Variance (\$)	Explanation
03	General Purpose Funding							
0011	RATES LEVIED ALL AREAS			\$1,400,846.00		\$1,412,010.18	\$1,174.18	Revaluations Impact. Slight Increase in Revenue as result
0061	NON-PAYMENT PENALTY			\$12,000.00		\$4,885.64	\$665.64	Will be monitored and adjusted at budget review
0091	EQUALISATION GRANT			\$800,000.00		\$101,776.25	\$162,890.42	Timing issues will be fully received
0261	INSTALLMENT INTEREST			\$4,500.00		\$4,569.41	\$3,069.42	Will be monitored and adjusted at budget review
0291	LOCAL ROAD GRANT			\$500,000.00		\$51,009.00	\$113,657.67	Timing issues will be fully received
0361	INSTALLMENT ADMINISTRATION			\$3,900.00		\$1,300.00	\$2,280.00	Will be monitored and adjusted at budget review
0422	RECOVERABLE EXPENSES			\$10,000.00		\$6,580.87	\$3,227.54	Will be monitored and adjusted at budget review
0472	RATING VALUATIONS			\$32,350.00		\$1,546.77	\$9,236.56	Timing issues will be fully expended
0523	DEPT OF TRAN. COMMISSION			\$8,000.00		\$8,392.17	\$592.17	Timing issues will be fully received
0533	SUNDY INCOME			\$19,600.00		\$12,770.71	\$6,237.38	Timing issues will be fully received
0573	EXPENSES RECOVERED (I)			\$10,000.00		\$1,010.51	\$2,322.82	Will be monitored and adjusted at budget review
0594	ST JOHN'S CONTRIBUTIONS			\$0.00		\$96.00	\$86.00	Nil effect on budget
4802	WRITE OFFS			\$100.00		\$0.00	\$33.33	Timing issues will be fully expended
4872	D.O.T. LICENSING EXPENSES			\$18,156.00		\$9,524.82	\$3,472.82	Will be monitored and adjusted at budget review
4873	INTEREST ON INVESTMENTS - GENERAL			\$30,000.00		\$1,561.74	\$8,486.26	Will be monitored and adjusted at budget review
4883	INTEREST ON INVESTMENTS - RTR			\$30,000.00		\$2,848.60	\$7,151.40	Will be monitored and adjusted at budget review
D4	Governance							
0112	ELECTION & POLL EXPENSES			\$2,500.00		\$1,775.14	\$941.81	Will be monitored and adjusted at budget review
0122	STRATEGIC/COMMUNITY PLANNING			\$4,000.00		\$0.00	\$1,333.33	Timing issues will be fully expended
0142	REFRESHMENTS & FUNCTIONS -COUNCIL			\$15,205.00		\$3,520.22	\$1,548.11	Timing issues will be fully expended
0162	GRANTS			\$27,700.00		\$24,681.82	\$15,448.49	Will be monitored and adjusted at budget review
0172	COUNCILLOR ALLOWANCES			\$36,200.00		\$15,483.93	\$3,417.26	Timing issues will be fully expended
0182	SUBSCRIPTIONS			\$25,547.00		\$21,145.50	\$12,629.83	Timing issues will be fully expended
0192	CONFERENCE EXPENSES			\$4,100.00		\$1,840.91	\$474.24	Timing issues will be fully expended
0202	INSURANCE			\$16,662.00		\$4,864.09	\$689.91	Timing issues will be fully expended
0242	A/LEAVE EXP ADMIN			\$96,331.00		\$0.00	\$12,110.33	Timing issues will be fully expended
0272	SALARIES (ADM)			\$414,224.00		\$138,074.67	\$9,405.95	Timing issues will be fully expended
0282	SUPERANNUATION			\$43,696.00		\$17,853.33	\$11,842.66	Timing issues will be fully expended
0292	INSURANCE			\$18,032.00		\$6,010.67	\$1,420.74	Timing issues will be fully expended
0312	FURN & EQUIP MINOR			\$2,000.00		\$666.67	\$1,436.26	Timing issues will be fully expended
0352	TRANSFER TO LSL RESERVE			\$25,000.00		\$8,333.33	\$8,333.33	Timing issues will be fully expended
0353	CONTRIBUTION TO ASSET MANAGEMENT RESERVE			\$180,000.00		\$0.00	\$43,333.33	Timing issues will be fully expended
0354	TRANSFER TO EQUIPMENT RESERVE			\$15,000.00		\$5,000.00	\$5,000.00	Timing issues will be fully expended
0362	BUILDING & GDS OPER&MTCE			\$66,355.00		\$22,118.38	\$12,361.23	Timing issues will be fully expended
0363	HIRE FEES - SHIRLEY HUMBLE ROOM			\$500.00		\$-40.00	\$126.67	Estimation only - unsure of final result
0372	COMPUTER MAINTENANCE			\$41,897.00		\$13,965.67	\$13,660.26	Will be monitored - IT costs higher than anticipated
0382	PRINTING & STATIONERY			\$16,095.00		\$5,365.00	\$2,739.44	Will be monitored - expected to meet budget
0392	TELEPHONE			\$14,125.00		\$4,708.38	\$1,032.71	Will be monitored - expected to meet budget
0402	EQUIPMENT REPAIR & MTCE			\$3,150.00		\$1,050.00	\$233.49	Will be monitored - expected to meet budget
0412	POSTAGE			\$4,400.00		\$1,466.67	\$421.80	Timing issues will be fully expended
0432	ACCOMMODATION AND TRAVEL			\$6,000.00		\$3,926.21	\$1,926.21	Timing issues will be fully expended
0442	BANK CHARGES			\$6,450.00		\$3,304.42	\$1,154.42	Timing issues will be fully expended
0452	ADVERTISING			\$4,825.00		\$1,608.33	\$5,772.91	Will be offset by recruitment expenses
0462	AUDIT FEES			\$11,330.00		\$3,776.67	\$3,086.67	Timing issues will be fully expended
0482	LEGAL EXPENSES			\$1,000.00		\$333.33	\$333.33	Timing issues will be fully expended
0492	STAFF TRAINING EXPENSES			\$9,000.00		\$1,983.18	\$1,016.82	Timing issues will be fully expended
0502	SUNDY EXPENSES			\$300.00		\$-0.04	\$100.04	Timing issues will be fully expended
0515	TRANSFER FROM ASSET MANAGEMENT RESERVE			\$20,000.00		\$6,666.67	\$6,666.67	Timing issues will be fully expended
0532	GRATUITIES			\$1,000.00		\$333.33	\$333.33	Timing issues will be fully expended
0542	LSL EXPENSE ADMIN			\$6,351.00		\$2,117.00	\$2,117.00	Timing issues will be fully expended
0544	VEHICLES & PLANT GENERAL ADMIN			\$31,500.00		\$10,500.00	\$10,500.00	Timing issues will be fully expended
0555	CONTRIBUTION FROM RATE EQUALISATION RESERVE			\$50,000.00		\$16,666.67	\$16,666.67	Timing issues will be fully expended
0812	RECRUITMENT EXPENSES			\$3,000.00		\$1,000.00	\$930.00	Timing issues will be fully expended

Prog	Programme Description	COA	Description	Original Budget	Budgeted YTD	YTD Actual	Variance (\$)	Explanation
04								
04		8052	PROF/LOSS SALE OF ASSETS	\$15,700.00	\$5,233.33	\$0.00	-\$5,233.33	Timing issues will be fully expended
04		8053	INCOME SALE OF ASSETS	-\$30,000.00	-\$10,000.00	\$0.00	\$10,000.00	Timing issues will be fully expended
04		9042	DEPRECIATION COUNCILLORS	\$843.00	\$281.00	\$0.00	-\$281.00	Timing issues will be fully expended
04		9052	DEPRECIATION ADMIN BUILDINGS	\$29,579.00	\$9,843.00	\$0.00	-\$9,843.00	Timing issues will be fully expended
05	Law, Order, Public Safety							
05		0602	ASSISTANCE TO BFB'S	\$29,328.00	\$9,376.00	\$0.00	-\$9,376.00	Timing issues will be fully expended
05		0622	FIREBREAK INSPECTIONS	\$10,000.00	\$3,333.33	\$1,804.67	-\$1,528.66	Timing issues will be fully expended
05		0632	CESO MOTOR VEHICLE RUNNING EXPENSES	\$11,398.00	\$3,799.33	\$4,383.06	\$583.73	Will be monitored and adjustments made in review
05		0642	INSURANCE - BUILDINGS & VEHICLES	\$29,529.00	\$9,843.00	\$7,779.00	\$17,936.00	Timing issues will be fully expended
05		0652	MAINTENANCE OF FIRE BREAKS	\$12,211.00	\$4,070.33	\$962.51	-\$3,107.82	Timing issues will be fully expended
05		0653	STRATEGIC FIREBREAK - COCKATOO VALLEY (INCOME)	-\$2,500.00	-\$833.33	\$0.00	\$833.33	Timing issues will be fully expended
05		0662	MINOR PLANT & EQUIPMENT < \$1200	\$500.00	\$166.67	\$570.84	\$404.17	Timing issues will be fully expended
05		0703	FESA LEVY DPES	-\$86,651.00	-\$28,883.67	-\$77,753.00	\$1,128.67	Timing issues will be fully expended
05		0704	DFES GRANT FOR CESM	-\$79,796.00	-\$26,598.67	\$0.00	\$26,598.67	Timing issues will be fully expended
05		0712	FIRE BREAK INSPECTIONS	\$33,346.00	\$11,115.33	\$9,649.77	-\$1,465.56	Timing issues will be fully expended
05		0714	FIREBREAK SUPERANNUATION	\$3,276.00	\$1,092.00	\$970.79	-\$171.21	Timing issues will be fully expended
05		0715	FIREBREAKS ANNUAL LEAVE EXPENSE	\$2,772.00	\$907.33	\$0.00	-\$907.33	Timing issues will be fully expended
05		0716	FIREBREAKS LSL EXPENSE	\$985.00	\$328.33	\$0.00	-\$328.33	Timing issues will be fully expended
05		0721	BRIGADE TRAINING	\$0.00	\$0.00	\$2,055.81	\$2,055.81	Funded via FSL Operating Grant
05		0722	COMMUNITY EMERGENCY SERVICES OFFICER	\$80,447.00	\$26,815.67	\$29,592.20	\$2,776.53	Timing issues will be fully expended
05		0725	BUSHFIRE COORDINATOR EXPENSES	\$50,000.00	\$16,666.67	\$7,000.68	-\$9,665.99	Rushfire grant carried fwd
05		0731	CESO SUPERANNUATION	\$7,568.00	\$2,523.00	\$2,440.02	-\$82.98	Timing issues will be fully expended
05		0732	FMO ANNUAL LEAVE	\$6,291.00	\$2,097.00	\$0.00	-\$2,097.00	Timing issues will be fully expended
05		0742	CESO UNIFORMS	\$500.00	\$166.67	\$0.00	-\$166.67	Timing issues will be fully expended
05		0755	CESM TRAINING	\$1,200.00	\$400.00	\$0.00	-\$400.00	Timing issues will be fully expended
05		0762	MTCE PLANT & EQUIPMENT	\$1,500.00	\$500.00	\$143.88	-\$336.12	Timing issues will be fully expended
05		0773	FINES	-\$500.00	-\$166.67	\$0.00	\$166.67	Timing issues will be fully expended
05		0801	ANIMAL CONTROL SALARIES	\$7,644.00	\$2,548.00	\$3,616.60	\$1,068.60	Reclassification of position - will be closely monitored
05		0802	RANGERS EXPENSES	\$6,500.00	\$2,166.67	\$6,270.60	\$4,103.93	Will be monitored - expected to exceed budget and adjusted at review
05		0803	ANIMAL CONTROL SUPERANNUATION	\$812.00	\$270.67	\$530.55	\$259.88	Reclassification of position - will be closely monitored
05		0804	ANIMAL CONTROL ANNUAL LEAVE EXPENSE	\$675.00	\$225.00	\$0.00	-\$225.00	Reclassification of position - will be closely monitored
05		0805	ANIMAL CONTROL LSL EXPENSE	\$244.00	\$81.33	\$0.00	-\$81.33	Reclassification of position - will be closely monitored
05		0832	MAINTENANCE OF BRIGADE VEHICLES	\$16,394.00	\$5,464.67	\$2,920.57	-\$2,544.10	Timing issues will be fully expended
05		0833	DOG REGISTRATION FEES	-\$3,500.00	-\$1,166.67	-\$2,717.45	-\$1,590.78	Timing issues will be fully expended
05		0834	CAT REGISTRATION FEES	-\$500.00	-\$166.67	\$0.00	\$166.67	Will be monitored and adjusted at budget review
05		0842	MTCE LAND & BUILDINGS	\$500.00	\$0.00	\$1,247.27	\$747.27	Will be monitored - expected to meet budget
05		0843	FINES AND PENALTIES	-\$100.00	-\$33.33	-\$300.00	-\$266.67	Income above expectation
05		0852	CLOTHING & ACCESSORIES	\$300.00	\$106.67	\$2,791.87	\$2,625.20	Funded via FSL Operating Grant
05		0862	UTILITIES RATES & TAXES	\$1,800.00	\$600.00	\$1,580.06	\$980.06	Funded via FSL Operating Grant
05		0872	OTHER GOODS & SERVICES	\$5,000.00	\$1,666.67	\$1,840.85	\$174.18	Funded via FSL Operating Grant
05		0905	SES UTILITIES RATES & TAXES	\$2,800.00	\$933.33	\$457.59	-\$75.74	Funded via FSL Operating Grant
05		0922	SES INSURANCE	\$1,064.00	\$354.67	\$909.93	\$555.26	Funded via FSL Operating Grant
05		0925	SES MINOR PLANT & EQUIPMENT <\$1200	\$0.00	\$0.00	\$473.64	\$423.64	Funded via FSL Operating Grant
05		0935	SES MAINT OF PLANT & EQUIPMENT	\$0.00	\$0.00	\$106.77	\$106.77	Funded via FSL Operating Grant
05		0942	EMERGENCY RESPONSE	\$1,000.00	\$333.33	\$0.00	-\$333.33	Timing issues will be fully expended
05		0955	SES MAINT OF LAND & BUILDINGS	\$0.00	\$0.00	\$480.00	\$480.00	Funded via FSL Operating Grant
05		0963	FESA LEVY SES	-\$13,400.00	-\$4,466.67	-\$3,350.00	\$1,116.67	Funded via FSL Operating Grant
05		0975	SES OTHER GOODS & SERVICES	\$5,236.00	\$1,745.33	\$268.36	-\$1,476.97	Funded via FSL Operating Grant
05		9062	DEPRECIATION FIRE PREVENTION	\$116,658.00	\$38,886.00	\$0.00	-\$38,886.00	Funded via FSL Operating Grant
07	Health							
07		1242	INSURANCE	\$100.00	\$33.33	\$103.85	\$70.52	slight over budgetary spend
07		1252	A/LEAVE EXP HEALTH	\$1,669.00	\$556.33	\$0.00	-\$556.33	Timing issues will be fully expended
07		1262	HEALTH INSPECTION	\$49,658.00	\$16,552.67	\$11,915.86	-\$4,636.81	Timing issues will be fully expended

Prog	Programme Description	COA	Description	Original Budget	Budgeted YTD	YTD Actual	Variance (\$)	Explanation
07		1272	LSL EXPENSE HEALTH	\$604.00	\$201.33	\$0.00	-\$402.67	Timing issues will be fully expended
07		1282	SUPERANNUATION	\$2,008.00	\$669.33	\$407.70	-\$1,590.30	Timing issues will be fully expended
07		1322	HEALTH ADMIN EXPENSES	\$2,050.00	\$683.33	\$450.00	-\$1,596.67	Timing issues will be fully expended
07		1353	SEPTIC TANK APPLICATION FEE	-\$1,365.00	-\$455.00	-\$214.54	-\$1,150.46	Timing issues will be fully received
07		1383	GENERAL LICENSE FEES	-\$1,365.00	-\$455.00	-\$6,293.91	-\$5,838.91	New Annual fee not included in budget will be adjusted at review
07		1393	WATER TESTING FEES	\$0.00	\$0.00	\$8.95	\$8.95	Income above expectation
08	Education & Welfare	0992	PRE-SCHOOLS MTCE	\$7,274.00	\$2,424.67	\$3,119.41	-\$4,154.33	Timing issues will be fully expended
08		0993	FAMILY INCOME - FROGS	-\$6,930.00	-\$2,310.00	\$0.00	-\$4,620.00	Timing issues will be fully received
08		1022	FAMILY FUN DAY EXPENSES	\$1,100.00	\$366.67	\$0.00	-\$733.33	Timing issues will be fully expended
08		1024	COMMUNITY EVENTS SUPPORT	\$10,000.00	\$3,333.33	\$0.00	-\$6,666.67	Timing issues will be fully expended
08		1063	KIDS SPORT - EXPENDITURE	\$35,000.00	\$11,666.67	\$12,067.79	-\$22,932.21	Timing issues will be fully expended
08		1065	HERITAGE TRAIL	\$0.00	\$0.00	\$4,409.62	\$4,409.62	Timing issues will be fully expended
08		1074	COMMUNITY SHEDS EXPENDITURE	\$0.00	\$0.00	\$407.27	\$407.27	will be offset by income from lease of sheds
08		1123	COMMUNITY DEVELOPMENT GRANTS	-\$750.00	-\$250.00	-\$40,272.75	-\$40,022.75	Grant Opportunities not known at budget time. Will be fully expended no budgetary movement expected
08		1124	KIDS SPORT - INCOME	\$5,000.00	\$1,666.67	\$0.00	-\$3,333.33	Timing issues will be fully received
08		1132	YOUTH PROGRAMS AND PLANNING	\$0.00	\$0.00	\$3,147.05	\$3,147.05	Timing issues will be fully expended
08		1143	YOUTH ADVISORY COUNCIL INCOME	\$0.00	\$0.00	-\$282.46	-\$282.46	Income used to offset spend within this area.
08		1153	SCHOOL HOLIDAY PROGRAMS CONTRIBUTIONS	-\$2,050.00	-\$683.33	-\$378.18	-\$1,366.67	Timing issues will be fully received
08		1163	FAMILY FUN DAY INCOME	-\$2,000.00	-\$666.67	\$0.00	-\$1,333.33	Timing issues will be fully received
08		1173	CONTRIBUTIONS - COMMUNITY BUS	\$0.00	\$0.00	-\$350.00	-\$350.00	Nil effect on budget. Income used to offset spending
08		1612	SENIORS ACTIVITIES	\$2,100.00	\$700.00	\$2,000.00	\$0.00	Will be overspend as a result of grant income not received. Offset by Community Development Officer expenditure below.
08		1613	SENIORS BUS HIRE	\$0.00	\$0.00	\$18,047.91	\$18,047.91	Self funded - no impact from rate income
08		1616	CULTURAL PLAN	\$5,000.00	\$1,666.67	\$24,748.06	-\$1,666.67	Timing issues will be fully expended
08		1642	COMMUNITY DEV. OFFICER	\$95,170.00	\$31,723.33	\$24,748.06	-\$6,975.27	Savings as result of Youth Officer position no longer
08		1643	CDO SUPERANNUATION	\$6,318.00	\$2,106.00	\$3,100.79	\$994.79	Will be monitored
08		1645	CDO ADVERTISING & PROMOTION	\$4,287.00	\$1,429.00	\$0.00	-\$1,429.00	Timing issues will be fully expended
08		1647	CDO TRAINING	\$5,500.00	\$1,833.33	\$4,329.09	\$2,495.76	Timing issues will be fully expended
08		1653	GRANTS - SENIORS	-\$2,100.00	-\$700.00	\$0.00	\$700.00	No grant received.
08		9092	DEPRECIATION EDUCATION	\$15,587.00	\$5,195.67	\$0.00	-\$5,195.67	Timing issues will be fully expended
09	Housing	1712	STAFF HOUSING MAINTENANCE	\$23,070.00	\$7,690.00	\$4,782.41	-\$2,907.59	Timing issues will be fully expended
09		1713	LEASED PROPERTY EXPENSES	\$0.00	\$0.00	\$71.08	\$71.08	New Expenditure will be monitored closely
09		1723	RENTAL	-\$35,356.00	-\$11,785.33	-\$5,458.43	\$6,326.90	Properties not fully leased - Income lower
09		9232	DEPRECIATION STAFF HOUSING	\$17,500.00	\$5,833.33	\$0.00	-\$5,833.33	Timing issues will be fully expended
10	Community Amenities	1092	LOAN 37 INTEREST	\$34.00	\$11.33	\$0.00	-\$11.33	Timing issues will be fully expended
10		1034	SELF SUPPORTING LOAN INCOME INTEREST	-\$5,516.00	-\$1,838.67	-\$1,935.22	-\$3,577.33	Timing issues will be fully expended
10		1762	DOMESTIC COLLECTION	\$40,000.00	\$13,333.33	\$10,045.17	-\$29,954.83	Timing issues will be fully expended
10		1765	RECYCLING COLLECTION	\$40,000.00	\$13,333.33	\$9,417.05	-\$29,954.83	Timing issues will be fully expended
10		1772	RUBBISH SITE CONTRACT	\$117,119.00	\$39,039.67	\$20,420.51	-\$96,688.49	Timing issues will be fully expended
10		1803	MOBILE BIN CHARGES	-\$62,170.00	-\$20,723.33	-\$65,400.00	-\$41,676.67	Timing issues will be fully expended
10		1805	RECYCLING CHARGES	-\$34,625.00	-\$11,541.67	-\$35,750.00	-\$23,108.33	Estimation lower than actual
10		1813	TIP FEES	\$6,000.00	-\$2,000.00	-\$5,435.47	-\$3,435.47	Timing issues will be fully received
10		1817	WARR INCOME	-\$32,940.00	-\$10,980.00	-\$33,210.00	-\$22,230.00	Estimation lower than actual
10		1824	STREET BIN PICKUPS	\$14,763.00	\$4,921.00	\$2,647.07	-\$1,273.93	Timing issues will be fully expended
10		1832	TRANSFER TO LAND FILL SITE RESERVE	\$10,000.00	\$3,333.33	\$0.00	-\$6,666.67	Timing issues will be fully expended
10		2132	TOWN PLANNING SERVICES	\$122,781.00	\$40,927.00	\$17,627.92	-\$23,299.08	Expenses expected to be lower than anticipated. Fully savings will be reviewed and adjustment made

Prog	Programme Description	COA	Description	Original Budget	Budgetted YTD	YTD Actual	Variance (\$)	Explanation
10		2147	PLANNING ADMIN EXPENSES	\$9,926.00	\$3,308.67	\$1,210.59	-\$2,098.08	Timing issues will be fully expended
10		2152	LSL EXPENSE	\$1,568.00	\$522.67	\$0.00	-\$522.67	Timing issues will be fully expended
10		2162	SUPERANNUATION	\$5,212.00	\$1,737.33	\$1,223.01	-\$514.32	Timing issues will be fully expended
10		2172	TOWN PLANNING SCHEME	\$7,500.00	\$2,500.00	\$0.00	-\$2,500.00	Timing issues will be fully expended
10		2192	ANNUAL LEAVE EXPENSE	\$4,332.00	\$1,444.00	\$0.00	-\$1,444.00	Timing issues will be fully expended
10		2212	LPS AMFNDMENT EXPENSES	\$1,500.00	\$500.00	\$77.73	-\$422.27	Timing issues will be fully expended
10		2253	PLANNING FEES	-\$6,300.00	-\$2,100.00	-\$1,467.00	\$633.00	Timing issues will be fully received
10		2302	CEMETERY OPER & MTCE NIP	\$14,332.00	\$4,777.33	\$11,926.43	-\$1,977.64	Timing issues will be fully expended
10		2322	PUBLIC CONVENIENCES	\$42,909.00	\$14,303.00	\$11,926.43	-\$2,376.57	Timing issues will be fully expended
10		2362	INTEREST REPAYMENTS - LOAN 37	\$5,346.12	\$1,848.71	\$1,851.10	\$2.39	Timing issues will be fully expended
10		2373	CEMETERY FEES	-\$3,300.00	-\$1,100.00	-\$2,989.08	-\$1,889.08	Estimation lower than actual
10		9262	DEPRECIATION EXPENSE REFUSE	\$4,475.00	\$1,491.67	\$0.00	-\$1,491.67	Timing issues will be fully expended
10		9512	DEPRECIATION PUBLIC TOILETS	\$8,993.00	\$2,997.67	\$0.00	-\$2,997.67	Timing issues will be fully expended
11	Recreation And Culture	1732	COMMUNITY HOUSE	\$1,365.00	\$455.00	\$693.74	\$238.74	Timing issues will be fully expended
11		2422	TOWN HALL	\$11,041.00	\$3,680.33	\$5,383.00	\$1,702.67	Will be closely monitored. May exceed budget
11		2432	RECREATION CENTRE	\$37,965.78	\$12,655.26	\$10,233.98	-\$2,421.28	Timing issues will be fully expended
11		2442	COMMUNITY CENTRE	\$3,591.00	\$1,197.00	\$2,984.65	\$1,787.65	Will be closely monitored. May exceed budget
11		2443	TRANSFER FROM RESERVE	-\$776,147.00	-\$238,715.67	\$0.00	\$238,715.67	Timing issues will be fully expended
11		2453	GRANTS	-\$859,325.00	-\$286,441.67	-\$265,203.09	\$21,238.58	Timing issues will be fully received
11		2462	LESSER HALL (SUPPER ROOM)	\$1,464.00	\$488.00	\$936.79	\$448.79	Timing issues will be fully expended
11		2472	OLD ROADS BOARD BUILDING	\$1,532.00	\$510.67	\$3,968.10	\$3,457.43	Overspend anticipated
11		2482	BOWLING CLUB	\$2,998.00	\$999.33	\$2,505.37	\$1,506.04	Overspend anticipated
11		2492	CUNDINUP HALL	\$625.00	\$208.33	\$544.65	\$336.32	Timing issues will be fully expended
11		2502	CARLOTTA HALL	\$113.00	\$171.00	\$435.72	\$264.72	Timing issues will be fully expended
11		2576	LEASE INCOME - COMMUNITY CENTRE	-\$5,070.00	-\$1,690.00	\$0.00	\$1,690.00	Timing issues will be fully received
11		2577	LEASE INCOME SUPPER ROOM	-\$11,050.00	-\$3,683.33	\$0.00	\$3,683.33	Timing issues will be fully received
11		2642	PUBLIC PARKS GDNS & RESER	\$269,441.00	\$89,813.67	\$53,595.53	-\$36,218.14	Timing issues will be fully expended
11		2642	PUBLIC ART MAINTENANCE	\$8,908.00	\$2,969.33	\$2,483.36	-\$485.97	Timing issues will be fully expended
11		2902	SALARIES (LIB)	\$15,839.00	\$5,279.67	\$3,570.03	-\$1,709.64	Savings expected - change in staffing levels
11		2922	LIBRARY OFFICE EXPENSES	\$8,910.00	\$7,910.00	\$1,385.99	-\$1,584.01	Timing issues will be fully expended
11		2932	WRITE OFF OF DEBTS	\$200.00	\$66.67	\$0.00	-\$66.67	Timing issues will be fully expended
11		2993	LOST BOOK CHARGE	-\$200.00	-\$66.67	\$0.00	\$66.67	Timing issues will be fully received
11		3123	HISTORY OF NANNUP INCOME	-\$300.00	-\$100.00	-\$137.26	-\$37.26	Timing issues will be fully received
11		7043	REC CENTRE HIRE FEES	-\$8,500.00	-\$2,833.33	-\$2,052.76	\$780.57	Timing issues will be fully received
11		7053	TOWN HALL HIRE	-\$6,500.00	-\$2,166.67	-\$2,866.99	-\$699.72	Timing issues will be fully received
11		7432	FORESHORE PARK	\$11,623.00	\$3,874.33	\$5,645.00	\$1,771.36	Timing issues will be fully expended
11		9242	DEPRECIATION COMMUNITY HOUSE	\$1,875.00	\$625.00	\$0.00	-\$625.00	Timing issues will be fully expended
11		9292	DEPRECIATION COMMUNITY SHEDS	\$3,125.00	\$1,041.67	\$0.00	-\$1,041.67	Timing issues will be fully expended
11		9302	DEPRECIATION CARLOTTA HALL	\$1,850.00	\$616.67	\$0.00	-\$616.67	Timing issues will be fully expended
11		9322	DEPRECIATION REC CENTRE	\$42,341.00	\$14,113.67	\$0.00	-\$14,113.67	Timing issues will be fully expended
11		9332	DEPRECIATION TOWN HALL	\$26,150.00	\$8,716.67	\$0.00	-\$8,716.67	Timing issues will be fully expended
11		9342	DEPRECIATION PARKS & GARDENS	\$35,758.00	\$11,919.33	\$0.00	-\$11,919.33	Timing issues will be fully expended
11		9362	DEPRECIATION OLD ROADS BOARD	\$1,675.00	\$541.67	\$0.00	-\$541.67	Timing issues will be fully expended
11		9392	DEPRECIATION CUNDINUP HALL	\$425.00	\$141.67	\$0.00	-\$141.67	Timing issues will be fully expended
12	Transport	3160	BRIDGE MAINTENANCE	\$36,326.00	\$12,108.67	\$126.10	-\$11,982.57	Timing issues will be fully expended
12		3212	DIPOT OFFICE MTCE	\$41,402.00	\$13,800.67	\$12,423.50	-\$1,377.17	Timing issues will be fully expended
12		3221	MRD DIRECT GRANTS	-\$99,000.00	-\$31,000.00	-\$101,400.00	-\$70,400.00	Timing issues will be fully received
12		3230	CROSSOVERS	\$5,000.00	\$1,666.67	\$800.00	-\$866.67	Timing issues will be fully expended
12		3231	REGIONAL ROAD GROUP GRANTS	-\$392,000.00	-\$130,666.67	-\$76,000.00	\$54,666.67	Timing issues will be fully received
12		3240	TRAFFIC SIGNS & CONTROL	\$5,000.00	\$1,666.67	\$3,338.15	\$1,671.48	Timing issues will be fully expended
12		3242	INTEREST ON LOAN 38	-\$1,062.50	-\$354.17	-\$1,062.50	-\$708.33	Timing issues will be fully received

Prog.	Programme Description	COA	Description	Original Budget	Budgeted YTD	YTD Actual	Variance (\$)	Explanation
12		3261	ROADS TO RECOVERY GRANT	-\$580,000.00	-\$293,131.33	\$0.00	\$293,333.33	Timing issues will be fully received
12		3281	MRD BRIDGEWORK GRANT	-\$472,000.00	-\$157,133.33	-\$118,000.00	\$39,333.33	Timing issues will be fully received
12		3311	CROSSOVER CONTRIBUTION	-\$1,000.00	-\$333.33	\$0.00	\$333.33	Timing issues will be fully received
12		3341	MOWEN ROAD	-\$150,000.00	-\$50,000.00	-\$60,000.00	-\$10,000.00	Timing issues will be fully received
12		3380	LOCAL ROAD MAINTENANCE	\$587,316.00	\$195,772.00	\$254,318.71	\$58,546.71	Timing issues will be fully expended
12		3410	ROADVERGE MAINTENANCE	\$89,044.00	\$29,681.33	\$6,106.58	-\$23,574.75	Timing issues will be fully expended
12		3420	LIGHTING OF STREETS	\$32,436.00	\$10,812.00	\$8,226.33	-\$2,585.67	Will be monitored and adjusted at budget review
12		3440	CONTRACT STREET SWEEPING	\$9,000.00	\$3,000.00	\$0.00	-\$3,000.00	Timing issues will be fully expended
12		3450	TRAFFIC COUNTER PLACEMENT	\$5,985.80	\$1,995.27	\$633.13	-\$1,362.14	Timing issues will be fully expended
12		3470	SAFETY MEASURES WORKS	\$6,000.00	\$2,000.00	\$4,203.50	\$2,203.50	Timing issues will be fully expended
12		3480	GRAVEL PIT REHABILITATION	\$20,000.00	\$6,666.67	\$0.00	-\$6,666.67	Timing issues will be fully expended
12		3572	PURCHASE OF MINOR EQUIP.	\$6,000.00	\$2,000.00	\$0.00	-\$2,000.00	Timing issues will be fully expended
12		3594	INTEREST ON LOANS	\$3,078.61	\$1,026.20	-\$430.34	-\$1,456.54	Timing issues will be fully expended
12		3682	TRANSFER TO PLANT RESERVE	\$92,000.00	\$30,666.67	\$0.00	-\$30,666.67	Timing issues will be fully expended
12		3685	TRANSFER FROM PLANT RESERVE	-\$292,000.00	-\$97,933.33	\$0.00	-\$30,666.67	Timing issues will be fully expended
12		4012	GRAVEL PIT REHABILITATION	\$20,000.00	\$6,666.67	\$0.00	-\$6,666.67	Timing issues will be fully expended
12		4263	SALE OF MATERIAL	-\$1,000.00	-\$333.33	-\$1,068.20	-\$734.87	Expected to exceed budget
12		7120	ROMANS ROAD INV. SYSTEM	\$5,500.00	\$1,833.33	\$5,463.17	\$3,629.84	Timing issues will be fully expended
12		8392	PROF/LOSS ON SALE ASSETS	-\$9,500.00	-\$3,166.67	\$0.00	\$3,166.67	Will be monitored outcome unknown
12		8393	INCOME SALE OF ASSETS	-\$153,000.00	-\$51,000.00	-\$3,806.00	\$47,194.00	Timing issues will be fully received
12		9372	DEPRECIATION ROADS & FOOTPATHS	\$1,384,401.00	\$461,467.00	\$0.00	-\$461,467.00	Timing issues will be fully expended
Economic Services								
13		0102	AUSTRALIA DAY CELEBRATION	\$1,200.00	\$400.00	\$0.00	-\$400.00	Timing issues will be fully expended
13		1373	SEPTIC TANK INSPECTION FEE	-\$1,500.00	-\$500.00	-\$236.00	\$264.00	Timing issues will be fully received
13		3265	MAIN STREET UPGRADE	-\$155,000.00	-\$51,666.67	\$0.00	\$51,666.67	Timing issues will be fully received
13		3565	TRANSFER FROM MAIN STREET RESERVE	-\$895,461.00	-\$298,487.00	\$0.00	\$298,487.00	Timing issues will be fully received
13		3833	TOURISM INCOME	\$200.00	\$66.67	\$197.85	\$131.16	Timing issues will be fully expended
13		3862	FUNCTIONS/EVENTS SUPPORT	\$9,732.00	\$3,244.00	\$4,717.54	\$1,473.54	Timing issues will be fully expended
13		3863	QUIT FOREST RALLY	\$0.00	\$0.00	\$1,750.00	\$1,750.00	Timing issues will be fully expended
13		3924	CARAVAN PARK UTILITIES	\$0.00	\$0.00	\$0.00	\$0.00	
13		3932	CARAVAN PARKS MAINTENANCE	\$1,483.33	\$477.78	\$1,614.78	\$1,137.00	Insurance premiums higher. Will be adjusted at budget review
13		3933	CARAVAN PARKS INCOME	-\$7,500.00	-\$2,500.00	\$0.00	\$2,500.00	Actual income to exceed budget
13		3952	VISITOR CENTRE SUPPORT	\$5,000.00	\$1,666.67	\$5,201.71	\$3,535.04	Will be monitored and adjusted at budget review
13		3962	REGIONAL PROMOTION	\$2,500.00	\$833.33	-\$96.84	-\$930.17	Timing issues will be fully expended
13		3964	TOURISM PROMOTION	\$28,000.00	\$9,333.33	\$1,712.59	-\$7,620.74	Timing issues will be fully expended
13		4052	LSL EXPENSE BUILDING	\$1,908.99	\$436.33	\$0.00	-\$436.33	Timing issues will be fully expended
13		4062	BUILDING CONTROL SALARY	\$40,973.00	\$13,657.67	\$10,943.41	-\$2,714.26	Will be monitored and adjusted at budget review
13		4072	BUILDING CONTROL SUPERANNUATION	\$4,351.07	\$1,450.36	\$1,227.96	-\$222.40	Timing issues will be fully expended
13		4082	A/LEAVE EXP BUILDING	\$3,615.92	\$1,205.31	\$0.00	-\$1,205.31	Timing issues will be fully expended
13		4092	BUILDING CONTROL EXPENSES	\$3,916.00	\$1,305.33	\$1,462.75	\$157.42	Timing issues will be fully expended
13		4153	CHGES & FEES BUILD PERMIT	-\$12,000.00	-\$4,000.00	-\$4,099.86	-\$99.86	Timing issues will be fully received
13		9452	DEPRECIATION CARAVAN PARK	\$17,910.00	\$5,970.00	\$0.00	-\$5,970.00	Timing issues will be fully expended
Other Property And Services								
14		4292	PRIVATE WORKS - EXPENDITURE	\$26,407.00	\$8,802.33	\$280.53	-\$6,521.80	Timing issues will be fully expended
14		4312	TRAINING	\$10,070.00	\$3,356.67	\$8,640.95	\$5,284.28	Timing issues will be fully expended
14		4322	LSL EXPENSE WORKS	\$28,943.00	\$9,647.67	\$0.00	-\$9,647.67	Timing issues will be fully expended
14		4323	PRIVATE WORKS -INCOME	-\$30,000.00	-\$10,000.00	-\$2,488.27	\$7,511.73	Timing issues will be fully received
14		4332	SALARIES (PWO)	\$100,917.34	\$33,639.11	\$29,119.35	-\$4,519.76	Timing issues will be fully expended
14		4352	A/LEAVE EXP WORKS	\$80,492.00	\$26,830.67	\$0.00	-\$26,830.67	Timing issues will be fully expended
14		4362	OCCUPATIONAL SUPER	\$103,342.82	\$34,447.61	\$30,213.46	-\$4,234.15	Timing issues will be fully expended
14		4402	SICK LEAVE	\$90,301.36	\$10,100.45	\$6,230.44	-\$3,870.01	Timing issues will be fully expended
14		4432	INSURANCE ON WORKS	\$59,366.17	\$19,788.72	\$57,019.27	\$37,230.55	Timing issues will be fully expended

Prog	Programme Description	COA	Description	Original Budget	Budgetted YTD	YTD Actual	Variance (\$)	Explanation
14		4452	PROTECTIVE CLOTHING	\$10,000.00	\$3,333.33	\$4,200.04	\$866.71	Timing issues will be fully expended
14		4462	OCCUP. HLTH. SAFETY EXPEN	\$4,549.00	\$1,516.33	\$929.53	-\$586.80	Timing issues will be fully expended
14		4482	TYRES & BATTERIES	\$29,700.00	\$9,900.00	\$3,511.09	-\$6,388.91	Timing issues will be fully expended
14		4492	LICENSES	\$20,394.93	\$6,798.31	\$11,776.96	\$4,978.65	Timing issues will be fully expended
14		4982	FUEL & OIL	\$215,000.00	\$71,666.67	\$27,432.40	-\$44,234.27	Will be monitored and adjusted at budget review
14		4992	SUNDRY TOOLS & STORES	\$4,000.00	\$1,333.33	\$371.64	-\$961.69	Timing issues will be fully expended
14		6802	PARTS AND EXTERNAL WORK	\$60,000.00	\$20,000.00	\$8,678.11	-\$11,321.89	Timing issues will be fully expended
14		7672	RECRUITMENT EXPENSES	\$2,000.00	\$666.67	\$0.00	-\$666.67	Timing issues will be fully expended
14		9382	DEPRECIATION WORKS PLANT	\$324,510.00	\$108,170.00	\$0.00	-\$108,170.00	Timing issues will be fully expended
14		9562	DEPRECIATION WORKS	\$16,295.00	\$5,481.67	\$0.00	-\$5,481.67	Timing issues will be fully expended

SHIRE OF NANNUP ACCOUNTS FOR PAYMENT - OCTOBER 2015				
EFT/ Cheque	Date	Name	Invoice Description	Amount
Chq/EFT	Date	Name	Description	Amount
EFT7602	06/10/2015	GREENLINE AGRICULTURE	SUNDRY PRODUCTS	\$ 1,154.78
EFT7604	06/10/2015	DEAN GUJA	EHO CONTRACT HOURS	\$ 3,320.00
EFT7605	06/10/2015	BRANDINO PTY LTD	HERITAGE TRAIL STAGE 2 PROGRESS INVOICE	\$ 1,430.00
EFT7606	06/10/2015	COVS PARTS	SUNDRY PRODUCTS	\$ 489.25
EFT7607	06/10/2015	IAN PILLAGE	WHITE CARD REIMBURSEMENT	\$ 60.00
EFT7608	06/10/2015	WESTERN STABILISERS	SEPTEMBER 15-20 2015 KIRUP ROAD	\$ 59,760.97
EFT7609	06/10/2015	CITY & REGIONAL FUELS	DIESEL EXPENSES	\$ 1,295.50
EFT7610	06/10/2015	OFFICEWORKS	STATIONERY SUPPLIES	\$ 13.92
EFT7611	06/10/2015	CAPE LIFE	MOWEN ROAD REHABILITATION WORKS	\$ 5,445.00
EFT7612	06/10/2015	INTERIASYSTEMS	ADMINISTRATION DESK	\$ 2,348.50
EFT7613	06/10/2015	LEIGH FLETCHER	REIMBURSEMENT FOR WHITE CARD	\$ 60.00
EFT7614	06/10/2015	BLACKWOOD CAFE - SUMART	REFRESHMENTS	\$ 107.00
EFT7615	06/10/2015	CJD EQUIPMENT PTY. LTD.	SUNDRY PRODUCTS	\$ 90.51
EFT7616	06/10/2015	HOWSON MANAGEMENT PTY LTD	PROJECT MANAGEMENT	\$ 11,198.00
EFT7617	06/10/2015	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$ 680.67
EFT7618	06/10/2015	K & C HARPER	TOWN HALL MAINTENANCE	\$ 256.41
EFT7619	06/10/2015	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMA ANNUAL STATE CONFERENCE 2015	\$ 1,725.00
EFT7620	06/10/2015	MALATESTA ROAD PAVING	BITUMEN PRODUCTS - KIRUP CUNDINUP ROAD	\$ 11,475.60
EFT7621	06/10/2015	NANNUP NEWSAGENCY	KEY CUTTING	\$ 97.90
EFT7622	06/10/2015	SYNERGY	ELECTRICITY EXPENSES	\$ 3,343.90
EFT7623	06/10/2015	SUGAR MOUNTAIN ELECTRICAL SERVICES	REC CENTRE CHANGE ROOMS	\$ 1,961.60
EFT7624	06/10/2015	SHIRE OF MANJIMUP	IT SERVICES	\$ 337.50
EFT7625	06/10/2015	ST JOHN AMBULANCE	ST JOHN AMBULANCE CONTRIBUTIONS	\$ 441.00
EFT7626	06/10/2015	TRACIE BISHOP	REIMBURSEMENT OF EXPENSES	\$ 100.00
EFT7627	06/10/2015	WALGA	LOCAL LAWS SUBSCRIPTION	\$ 632.50
EFT7628	06/10/2015	WORTHY CONTRACTING	NANNUP WASTE MANAGEMENT FACILITY - SEP 2015	\$ 11,183.33
EFT7629	06/10/2015	WORK CLOBBER	PROTECTIVE CLOTHING	\$ 144.00
EFT7630	06/10/2015	CHRIS WADE	REIMBURSEMENT WHITE CARD	\$ 60.00
EFT7631	06/10/2015	JOHN MCGINTY	WHITE CARD REIMBURSEMENT	\$ 60.00
EFT7632	21/10/2015	GREENLINE AGRICULTURE	RIDE-ON MOWER	\$ 9,526.00
EFT7633	21/10/2015	SCANIA AUSTRALIA - BUNBURY OFFICE	4 X MARKER LAMP	\$ 448.80
EFT7634	21/10/2015	ARBOR GUY	RECREATION CENTRE - TREE REMOVAL AND PRUNING	\$ 2,200.00
EFT7635	21/10/2015	GL & RK DICKSON	BUSHFIRE MITIGATIONS- NANNUP RESERVE 1201	\$ 4,323.00
EFT7636	21/10/2015	BRC - BUILDING SOLUTIONS	PROGRESS 21 - RECREATION CENTRE WORKS	\$ 155,661.85
EFT7637	21/10/2015	PRITCHARD BOOKBINDERS	BINDING OF COUNCL MINUTES	\$ 276.10
EFT7638	21/10/2015	BUSSELTON MULTI SERVICE	LASER ENGRAVED STEEL PLATE CVBFB	\$ 385.00
EFT7639	21/10/2015	COVS PARTS	PRESSURE GUAGES, SOCKETS, PLUGS, BEACON	\$ 276.39
EFT7640	21/10/2015	ANNE SLATER	2015/16 COMPUTER PERIPHERALS	\$ 1,100.00
EFT7641	21/10/2015	ROBERT BOOTSMA	REIMBURSEMENT OF EXPENSES	\$ 107.30
EFT7642	21/10/2015	JANE BUCKLAND	REIMBURSEMENT FOR TRAVEL	\$ 663.86
EFT7643	21/10/2015	ROSS NUNN AND TANYA CHALLIS	PALLET RACKING	\$ 570.00
EFT7644	21/10/2015	CITY & REGIONAL FUELS	3000 LTRS DIESEL	\$ 4,060.98
EFT7645	21/10/2015	SCOPE BUSINESS IMAGING	PHOTOCOPIER SERVICE PLAN	\$ 957.13
EFT7646	21/10/2015	OFFICEWORKS	STATIONERY SUPPLIES	\$ 328.69
EFT7647	21/10/2015	BUNBURY TOYOTA	SUPPLY & FIT UNIBAR & SPOTLIGHTS TO BUS NP3534	\$ 772.02
EFT7648	21/10/2015	CLIMBING NATURALISTE	CLIMBING CHARGES	\$ 187.00
EFT7649	21/10/2015	FRIENDS TO THE DARRADUP COMMUNITY INC.	FIRE AWARENESS PRESENTATION 10/10/2015	\$ 500.00
EFT7650	21/10/2015	BEAT FREEDOM	SCHOOL HOLIDAY ACTIVITY 07/10/2015	\$ 80.00
EFT7651	21/10/2015	ASPHALT IN A BAG	20KG ASPHALT	\$ 1,718.75
EFT7652	21/10/2015	AMPAC	LEGAL REPRESENTATION - RATES DEBTORS	\$ 7,383.10
EFT7653	21/10/2015	MADISON TROODE	ADMIN SUPPORT	\$ 88.00
EFT7654	21/10/2015	EARTHMAC	MAIN ST WORKS & ASSOC COSTS	\$ 13,211.00
EFT7655	21/10/2015	SHERIDAN LEVERENCE	YOUTH ACTIVITIES	\$ 50.00
EFT7656	21/10/2015	RICHARD NORRISH BUILDING DESIGN SERVICES	DRAWINGS FOR NANNUP STAGE & MARKET STALLS	\$ 2,200.00
EFT7657	21/10/2015	ARROW BRONZE	NICHE WALL PLAQUE	\$ 328.90
EFT7658	21/10/2015	BLACKWOOD CAFE - SUMART	REFRESHMENTS	\$ 54.40
EFT7659	21/10/2015	HOLCIM AUSTRALIA PTY LTD	AGG SEALING	\$ 41,701.06
EFT7660	21/10/2015	LANDGATE	GRV INTERIM VALS COUNTRY	\$ 475.95
EFT7661	21/10/2015	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL FOR 2015/16	\$ 1,431.00
EFT7662	21/10/2015	HOWSON MANAGEMENT PTY LTD	MAIN ST DEVELOPMENT 1/10/2015 - 15/10/2015	\$ 13,161.50
EFT7663	21/10/2015	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$ 442.82
EFT7664	21/10/2015	JASON SIGNMAKERS	SIGNAGE	\$ 189.20
EFT7665	21/10/2015	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$ 8,074.66
EFT7666	21/10/2015	LGIS PROPERTY	INSURANCE POLICY#000061	\$ 21,298.07
EFT7667	21/10/2015	LGIS WORKCARE	POLICY # 000059 WORKER'S COMP	\$ 31,148.96
EFT7668	21/10/2015	LGIS LIABILITY	POLICY # 000061 LIABILITY COVER	\$ 7,045.05
EFT7669	21/10/2015	NANNUP HARDWARE & AGENCIES	PROTECTIVE CLOTHING	\$ 5,685.51
EFT7670	21/10/2015	NANNUP NEWSAGENCY	POSTAGE AND STATIONERY	\$ 224.82
EFT7671	21/10/2015	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS	\$ 376.75
EFT7672	21/10/2015	NANNUP COMMUNITY RESOURCE CENTRE	MANAGEMENT CONTRACT 2015/16 COMMUNITY BUS	\$ 3,483.25
EFT7673	21/10/2015	NANNUP LIQUOR STORE	COUNCIL REFRESHMENTS	\$ 124.95
EFT7674	21/10/2015	SW PRECISION PRINT	PERFORATED PAPER, PO BOOKS	\$ 402.00
EFT7675	21/10/2015	THE PAPER COMPANY OF AUSTRALIA PTY LTD	STATIONERY SUPPLIES	\$ 138.60
EFT7676	21/10/2015	SYNERGY	ELECTRICITY EXPENSES	\$ 2,318.40
EFT7677	21/10/2015	SOUTHWEST TYRE SERVICE	MICHELIN TYRES	\$ 1,420.00
EFT7678	21/10/2015	STEWART & HEATON CLOTHING CO. PTY LTD	VFBF PROTECTIVE CLOTHING	\$ 1,300.73
EFT7679	21/10/2015	LOUISE STOKES	REIMBURSEMENT OF EXPENSES - TRAVEL TO PERTH	\$ 413.32
EFT7680	21/10/2015	TRADE HIRE	HIRE OF SCISSOR LIFT-GENIE, SCISSOR TRAILER	\$ 106.25
EFT7681	21/10/2015	TRACIE BISHOP	REIMBURSEMENT OF EXPENSES - IPADS AND AIRPORTS	\$ 2,955.65
EFT7682	21/10/2015	WARREN BLACKWOOD WASTE	RUBBISH AND RECYCLING CONTRACT - OCT 2015	\$ 8,805.53
EFT7683	21/10/2015	WORK CLOBBER	WELDERS JACKET, SHIRTS	\$ 239.00

EFT7684	23/10/2015	LAURA HASTIE A544	RATES REFUND	\$	248.76
EFT7686	28/10/2015	MJB INDUSTRIES	CONCRETE SUPPLIES	\$	8,089.75
EFT7687	28/10/2015	JP REPAIRS	SERVICE DARRADUP L/T	\$	411.00
EFT7688	28/10/2015	DEPARTMENT OF PREMIER AND CABINET	GOVT GAZETTE ADV - LPS NO 3 AMENDMENTS NO 17	\$	85.50
EFT7689	28/10/2015	ROBERT LONGMORE	MEETING ATTENDANCE & TRAVEL EXPENSES	\$	372.56
EFT7690	28/10/2015	NANNUP PHARMACY	FIRST AID SUPPLIES	\$	4.99
EFT7691	28/10/2015	LANDMARK ENGINEERING & DESIGN	VASSE BENCHES WITH JARRAH SLATS	\$	7,527.30
EFT7692	28/10/2015	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$	2,998.60
EFT7693	28/10/2015	COVS PARTS	VICE MECHANICS 100 MM	\$	236.26
EFT7694	28/10/2015	CITY & REGIONAL FUELS	3600 PPM DIESEL	\$	5,883.79
EFT7695	28/10/2015	TECHNI-FIRE 2000	PRIMING PUMP, SCREWS & NUTS	\$	216.70
EFT7696	28/10/2015	EARTHMAC	TIPPER, BOBCAT, EXCAVATOR HIRE	\$	22,116.60
EFT7697	28/10/2015	BRIKMAKERS	PAVING SUPPLIES - MAIN STREET	\$	67,799.38
EFT7698	28/10/2015	HOLCIM AUSTRALIA PTY LTD	STABILISED SAND	\$	5,119.95
EFT7699	28/10/2015	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT SUPPLIES	\$	40.68
EFT7700	28/10/2015	INSIGHT CCS PTY LTD	SEPTEMBER 2015 AFTERHOURS CALL CONTRACT	\$	55.06
EFT7701	28/10/2015	JASON SIGNMAKERS	7 X WASTE FACILITY SIGNS	\$	1,078.00
EFT7702	28/10/2015	K & C HARPER	SEWER CONNECTION TO SHIRE DEPOT	\$	3,279.05
EFT7703	28/10/2015	METAL ARTWORK CREATIONS	COUNCILLOR NAME PLATE	\$	15.68
EFT7704	28/10/2015	PRESTIGE PRODUCTS	CLEANING PRODUCTS,	\$	852.78
EFT7705	28/10/2015	SYNERGY	DARRADUP VBFB SUPPLY	\$	239.85
EFT7706	28/10/2015	SHIRE OF MANJIMUP	CLUB DEVELOPMENT OFFICER	\$	4,598.00
EFT7707	28/10/2015	STEWART & HEATON CLOTHING CO. PTY LTD	VBFB PROTECTIVE CLOTHING	\$	731.68
EFT7708	28/10/2015	TOTAL EDEN	SHRUBBLER 360 ADJ FLOW ON STAKE, RAINDIAL-R	\$	322.69
EFT7709	28/10/2015	IT VISION	ANNUAL LICENSE FEES TO 30/06/2016	\$	22,908.60
EFT7710	28/10/2015	CHRIS WADE	CHRIS WADE - REIMB FOR NEW PHONE & COVERS	\$	461.93
EFT7711	30/10/2015	KEITH & MERILYN LITTLER	RATES REFUND	\$	263.14
EFT7740	29/10/2015	BONNIE LOCH SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$	646.73
EFT7741	29/10/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$	40,039.16
			Total Municipal EFT Payment for period:	\$	676,338.31
19895	06/10/2015	APRA AMCOS	LICENCE FEES	\$	151.47
19896	06/10/2015	CWA	COUNCIL MEETING DINNER	\$	300.00
19897	06/10/2015	NANNUP SPORTS & RECREATION ASSOC	PKIDSPORT FREESPIRIT TRAPEZE	\$	400.00
19898	06/10/2015	GAVIN FULTON HEPPENSTALL	COMMUNITY BUS	\$	27.04
19899	06/10/2015	NANNUP GARDEN VILLAGE COMMITTEE	CULTURAL PLANNING	\$	70.00
19900	06/10/2015	TELSTRA	DARRADUP BFB 10 SEP TO 10 OCT	\$	59.63
19901	21/10/2015	LORRAINE LEARMOND	YOUTH SCHOOL HOLIDAY ACTIVITY	\$	90.00
19902	21/10/2015	SOUTH WEST ISUZU	SUNDRY PRODUCTS	\$	532.55
19903	21/10/2015	SENSIS PTY LTD	YELLOW PAGES ADV - INSTALMENT 12 OF 12	\$	16.28
19904	21/10/2015	NANNUP SPORTS & RECREATION ASSOC	KIDSPORTS - KARRAK KARATE	\$	1,874.00
19905	21/10/2015	A & K LAIDLEY	ACCOMMODATION	\$	110.00
19906	21/10/2015	NANNUP AMATEUR BASKETBALL ASSOCIATION	KIDSPORT FEES AND EQUIPMENT	\$	6,744.00
19907	21/10/2015	DAVID NOWLAND HYDRAULICS	SJNDRY PRODUCTS	\$	493.17
19908	21/10/2015	NANNUP MUSIC CLUB INC	2015 COMMUNITY GRANT	\$	20,000.00
19909	21/10/2015	WATER CORPORATION	WATER EXPENSES	\$	2,252.46
19910	21/10/2015	WESTNET	DARRADUP FIRE STATION INTERNET C	\$	29.95
19911	27/10/2015	DEPARTMENT OF THE ATTORNEY GENERAL	FILING PROSECUTION NOTICE - RANGER ISSUE	\$	105.60
19912	28/10/2015	WARREN BLACKWOOD ALLIANCE OF COUNCILS	2015-16 ALLIANCE CONTRIBUTION	\$	18,108.82
19913	28/10/2015	SELLSMART ONLINE	ONLINE RE BOOK EASY PAYMENTS	\$	385.22
19914	28/10/2015	BUNNINGS- BUSSELTON	PLANTS	\$	400.40
19915	28/10/2015	BUSSELTON HYDRAULIC SERVICES	NEW HYDRAULIC HOSE ON FLAT TRAILER	\$	285.39
19916	28/10/2015	SHIRE OF NANNUP	YOUTH EXPENSES	\$	185.75
19917	28/10/2015	TELSTRA	NANNUP BROOK 9756 1807 16/10 - 15/11/2015	\$	21.32
			Total Municipal Cheque Payment for period:	\$	52,643.05
DD9417.1	04/10/2015	WESTNET	HOSTING & INTERNET EXPENSES	\$	184.84
DD9417.2	07/10/2015	CALTEX AUSTRALIA	CALTEX FUEL EXPENSES	\$	966.81
DD9417.3	08/10/2015	TELSTRA	TELEPHONE EXPENSES	\$	1,302.69
DD9417.4	08/10/2015	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 37 TREASURY CORPORATION REPAYMENT	\$	1,666.06
DD9417.5	15/10/2015	SGFLEET	CESO LEAVE VEHICLE	\$	1,167.96
DD9417.6	21/10/2015	BP AUSTRALIA	BP FUEL EXPENSES	\$	226.46
DD9417.7	31/10/2015	CORPORATE CREDIT CARD - SHIRE OF NANNUP	MISCELLANEOUS PMTS	\$	3,396.45
DD9417.8	30/10/2015	WESTNET	WESTNET NANNUPLG ACCOUNT PAYOJT TO NEW PLAN	\$	22.93
99590	29/10/2015	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$	419.28
99591	29/10/2015	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$	5,082.22
99592	29/10/2015	I.O.O.F. INVESTMENT MANAGEMENT LIMITED	SUPERANNUATION CONTRIBUTIONS	\$	1,588.55
99593	29/10/2015	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$	744.90
			Total Municipal Direct Debits for period:	\$	16,769.15
EFT7685	28/10/2015	JANET PODZUIKA	BOND REFUND	\$	200.00
			Total Trust Payments:	\$	200.00
			TOTAL MUNICIPAL PAYMENTS FOR PERIOD	\$	745,750.51
			TOTAL TRUST PAYMENTS FOR PERIOD	\$	200.00
			TOTAL PAYMENTS FOR PERIOD:	\$	745,950.51

SHIRE OF NANNUP				
CREDIT CARD TRANSACTIONS - October 2015				
	Supplier	Description	Amount	
1/10/2015	Google Adwords	Everything Nannup Website	\$	29.35
2/10/2015	Nannup Bridge	Staff function - recoverable expense	\$	604.00
7/10/2015	Arundels Boutique Accom	Staff accomodation - ECDO	\$	164.00
19/10/2015	Telecom Shop	Conference phone	\$	380.60
20/10/2015	Hotels.com.au	Staff training expenses - recoverable expense	\$	1,708.50
23/10/2015	Nannup Hotel	Council Meeting meal - October 2015	\$	510.00
		Total Credit Card Purchase - Peter Clarke October 2015	\$	3,396.45