



# MINUTES

Council Meeting held  
on Thursday 25 November 2010

## **CONFIRMATION OF MINUTES**

These minutes comprising page 1 - 37 were confirmed by the Council  
on 16 December 2010  
as a true and accurate record.

.....  
Barbara Dunnet  
SHIRE PRESIDENT



|   |   |
|---|---|
| 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS                          | 3 |
| 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE<br>(previously approved) | 3 |
| 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE                    | 3 |
| 4. PUBLIC QUESTION TIME   | 4 |
| 5. APPLICATIONS FOR LEAVE OF ABSENCE  | 4 |
| 8498 Confirmation of Previous Minutes                                       | 4 |
| 6. PETITIONS/DEPUTATIONS/PRESENTATIONS                                      | 4 |
| 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS                             | 5 |
| 8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION                     | 5 |
| 9. REPORTS BY MEMBERS ATTENDING COMMITTEES                                  | 5 |
| 10. REPORTS OF OFFICERS   |   |

| Minute No.                          | Agenda No. | Description   | Page No. |
|-------------------------------------|------------|---|----------|
| <b>DEVELOPMENT SERVICES</b>         |            |   |          |
| 8499                                | 10.1       | Local Planning Scheme No. 3 -Proposed Amendment No. 11                                    | 6        |
| 8500                                | 10.2       | Policy TPL 1 Subdivisional Roads  | 9        |
| 8501                                | 10.3       | Declaration of Bushfire Prone Areas   | 10       |
| 8502                                | 10.4       | Change of Use from Duplex to Early Learning/ Child Care Facility                          | 12       |
| <b>FINANCE &amp; ADMINISTRATION</b> |            |   |          |
| 8503                                | 10.5       | Proposal to Dedicate Road Reserve linking Gold Gully Road to Unnamed Road Reserve No 8681 | 16       |
| 8504                                | 10.6       | Forward Capital Works Plan  | 21       |
| 8505                                |            |   | 25       |
| 8506                                |            |   |          |
| 8507                                | 10.7       | People's Choice Award   |          |
| 8508                                | 10.8       | Self Supporting Loan  | 28       |
| 8509                                | 10.9       | Monthly Financial Statements for 31 October 2010  | 31       |
| 8510                                | 10.10      | Shire of Nannup Cultural Plan   | 32       |

|   |          |                                     |    |
|---|----------|-------------------------------------|----|
| 8511  | 10.11    | Accounts for Payment                | 33 |
| <b>11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING</b> |          |                                     |    |
| (a) OFFICERS  |          |                                     |    |
| 8512  |          | Procedural Motion                   | 35 |
| 8513  | 11.(a).1 | Appointment of Fire Control Officer | 35 |
| (b) ELECTED MEMBERS   |          |                                     |    |
| <b>12. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>    |          |                                     | 37 |
| <b>13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN</b>            |          |                                     | 37 |
| <b>14. CLOSURE OF MEETING</b>   |          |                                     | 37 |

# Minutes

## **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Chairperson declared the meeting opened at 4.17pm.

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

Councillors Dunnet, Boulter, Camarri, Dean, Gilbert, Lorkiewicz, Mellema and Pinkerton.

Shane Collie – Chief Executive Officer.

Kevin Waddington – Acting Manager Corporate Services.

Bob O'Sullivan – Planning Services.

Chris Wade – Works Manager.

### **VISITORS**

12

### **APOLOGIES**

Nil.

### **LEAVE OF ABSENCE (previously approved)**

Nil.

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

At the October 2010 Council meeting Mr R Andrews asked about the disparity on the rates between him and his neighbours at Lot 44 Blackwood River Drive and the questions were taken on notice. A response has been forwarded to Mr Andrews which reads as follows:

*"Thank you for raising your concerns regarding the apparent disparity in the amount of rates levied by Council on properties in Blackwood River Drive Nannup.*

*I have researched the properties in the vicinity of your property and provide the following information.*

- *Valuations as provided by the Valuer General vary depending on where each property is located (ie above or below Blackwood River Drive, on the corner etc)*
- *None of the lots (see attached plan & spreadsheet) are of a consistent size or shape*
- *All lots have been rated at the same rate in the dollar (this is one of the areas in which Council has any decision making ability)*
- *Some lots that would have had the assessed rates less than the minimum rate (This is the other area where Council can make a decision) were rated at the minimum rate value.*
- *All lots had the ESL (Emergency Services Levy) applied equally.*

*As mentioned above, the only reason why one lot would be rated differently to the others would be due to the Gross Rental Value (GRV) that the Valuer General calculated for each lot and therefore in order for you to be provided with a satisfactory answer about the disparity of rates levied in the area, you will need to contact the Valuer General's Office in Bunbury (Bunbury Tower 61 Victoria Street Bunbury)."*

*The Valuer General should be able to clarify the factors they use to determine why one property should be valued at a higher (or lower) figure than other similar properties within the area."*

It is understood Mr Andrews has had some further queries which have been responded to at the administrative level.

#### **4. PUBLIC QUESTION TIME**

Mr M Loveland asked;

Will Council write to Water Corporation requesting to provide;

1. Copies of any drainage plans for Grange Road.
2. Copies of sewerage plans for Grange Road.

Shire President responded that Council will write to the Water Corporation.

Ms P Fraser asked;

Have Councillors seen anyone using the new footpath to Cockatoo Valley?

Cr Pinkerton and Cr Mellema responded that they had seen the path being used.

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

Nil.

## **6. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Mr B Howson made a presentation on the Forward Capital Works Program.

Ms C Brown made a presentation on the Community Resource Centre.

## **7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **8498 BOULTER / CAMARRI**

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 28 October 2010 be confirmed as a true and correct record.

**CARRIED 8/0**

## **8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

## **9. REPORTS BY MEMBERS ATTENDING COMMITTEES**

Risk Management Committee meeting  
Bushfire Debrief meeting

## 10. REPORTS OF OFFICERS

Cr Dean left the meeting at 4.51pm.

Cr Dean returned to the meeting at 4.52pm.

AGENDA NUMBER: 10.1  
SUBJECT: Local Planning Scheme No. 3 -Proposed Amendment No. 11  
LOCATION/ADDRESS:  
NAME OF APPLICANT:  
FILE REFERENCE: TPL 1.  
AUTHOR: Robert O'Sullivan - Planner  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 15 November 2010

Attachment 1: Amendment to LPS3 - Definitions in Schedule 1 of Part 12.

Attachment 2: Amendment to LPS3 - Zoning Table in Part 4.

### BACKGROUND:

Council resolved on 27 July 2010 (resolution 8423) to adopt the proposed amendment No. 11 to the Local Planning Scheme 3 by:

1. adding to Schedule 1 –Definitions, the definitions of “food business” and “primary production”,
2. adding to the Zoning Table in Part 4 the land uses of “food business” and “primary production”,
3. adding to the Zoning Table in Part 4 the land uses of “aquaculture, industry – noxious, piggery and poultry farm”, and
4. deleting from Schedule 1 – Definitions, the definitions of “cluster farming, animal husbandry, hobby farm, convenience store, fast food outlet, home store, industry, lunch bar, market garden, milk depot, stall - general, stall – wayside, tearooms”.

The proposed Amendment 11 was advertised in the Nannup Telegraph in October 2010 and submissions on the amendment were invited to be lodged until 19 November. No submissions were received.

Notice of the proposed amendment was sent to the Departments of Agriculture & Food, Commerce, Environment and Conservation, Fisheries, Health, Local Government, Planning, Regional Development & Lands, and Water.

Responses, with no objections or submissions, were received from the Departments of Agriculture and Food, Department of Environment and Conservation and the Environment Protection Authority.



**COMMENT:**

There were no objections or submissions for the proposed amendment and no changes are contemplated. Council can confirm its resolution to adopt the proposed Amendment No. 11 and forward the amendment to the West Australian Planning Commission for it to consider.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council resolve to amend Local Planning Scheme 3 by:

1. adding to Schedule 1 -Definitions the definitions of "food business" and "primary production" in Attachment 1,
2. adding to the Zoning Table in Part 4 the land uses of "food business" and "primary production" in Attachment 2,
3. adding to the Zoning Table in Part 4 the land uses of "aquaculture, industry – noxious, piggery and poultry farm" in Attachment 2, and
4. deleting from Schedule 1 – Definitions, the definitions of "cluster farming, animal husbandry, hobby farm, convenience store, fast food outlet, home store, industry, lunch bar, market garden, milk depot, stall - general, stall – wayside, tearooms".

**8499 BOULTER / CAMARRI**

That Council resolve to amend Local Planning Scheme 3 by:

1. adding to Schedule 1 -Definitions the definitions of "food business" and "primary production" in Attachment 1,
2. adding to the Zoning Table in Part 4 the land uses of "food business" and "primary production" in Attachment 2,
3. adding to the Zoning Table in Part 4 the land uses of "aquaculture, industry – noxious, piggery and poultry farm" in Attachment 2, and

4. deleting from Schedule 1 – Definitions, the definitions of “cluster farming, animal husbandry, hobby farm, convenience store, fast food outlet, home store, industry, lunch bar, market garden, milk depot, stall - general, stall – wayside, tearooms”.

**CARRIED 8/0**

**ATTACHMENT 1: Amendment to LPS3 - Definitions in Schedule 1 of Part 12**

***"food business"** means a business, enterprise or activity (other than a business, enterprise or activity that is primary food production) that involves —*

- (a) the handling of food intended for sale; or*
- (b) the sale of food,*

*regardless of whether the business, enterprise or activity concerned is of a commercial, charitable or community nature or whether it involves the handling or sale of food on one occasion only.*

***"primary food production"** means the growing, raising, cultivation, picking, harvesting, collection or catching of food, and includes —*

- a. the transportation or delivery of food on, from or between the premises on which it was grown, raised, cultivated, picked, harvested, collected or caught;*
- b. the packing, treating (for example, washing) or storing of food on the premises on which it was grown, raised, cultivated, picked, harvested, collected or caught;*
- c. the storage of food in a silo that is not connected with a food processing operation and the transportation or delivery of food from, between or to such silos;*
- d. the sale of livestock at saleyards and the transportation of livestock to and from saleyards;*

ATTACHMENT 2:

**Amendment to LPS3 - Zoning Table in Part 4**

|                            | AGRICULTURE | AGRICULTURE PRIORITY 1 – SCOTT<br>COASTAL PLAIN | AGRICULTURE | CLUSTER FARMING | COASTAL LANDSCAPE | INDUSTRY | MIXED USE | RESIDENTIAL | SPECIAL RESIDENTIAL | SPECIAL RURAL | TOWN CENTRE |
|----------------------------|-------------|---|-------------|-----------------|-------------------|----------|-----------|-------------|---------------------|---------------|-------------|
| Aquaculture                | A           | A   | A           | A               | X                 | X        | X         | X           | X                   | X             | X           |
| industry –<br>noxious,     | X           | X   | X           | X               | X                 | A        | X         | X           | X                   | X             | X           |
| Primary Food<br>Production | P           | P   | P           | P               | P                 | X        | X         | X           | X                   | P             | X           |
| Food Business              | D           | D   | D           | A               | D                 | A        | A         | X           | X                   | X             | D           |
| Piggery                    | A           | A   | A           | X               | X                 | X        | X         | X           | X                   | X             | X           |
| poultry farm               | A           | A   | A           | A               | X                 | X        | X         | X           | X                   | X             | X           |

AGENDA NUMBER: 10.2  
SUBJECT: Policy TPL 1 Subdivisional Roads  
LOCATION/ADDRESS:  
NAME OF APPLICANT:  
FILE REFERENCE:  
AUTHOR: Bob O'Sullivan - Planner  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 16 November 2010

Attachment: Council Policy TPL 1.

**BACKGROUND:**

Council adopted Policy TPL 1 Subdivisional Roads on 9 July 1992 and reviewed and confirmed the policy on 25 July 1996.

Council adopted a similar policy LPP017 Subdivision Development Guidelines, on 25 September 2008 (resolution 8019). This policy was revoked when Council adopted the policy LPP017 Local Government Guidelines for Subdivisional Development, on 28 October 2010 (resolution 8473).

However the first policy, TPL 1 Subdivisional Roads was not revoked and this should be done now so that only one policy for the construction of roads in subdivisions is in force.

**COMMENT:** Nil.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council revoke policy TPL 1 Subdivisional Roads that was adopted on 9 July 1992 because it has been replaced by LPP017 Local Government Guidelines for Subdivisional Development on 28 October 2010.

**8500 BOULTER / MELLEMA**

That Council revoke policy TPL 1 Subdivisional Roads that was adopted on 9 July 1992 because it has been replaced by LPP017 Local Government Guidelines for Subdivisional Development on 28 October 2010.

**CARRIED 8/0**

# Sub-Divisional Roads

## TPL 1

Council resolves to adopt the Recommended Sub-Divisional Roads Policy.

1. Where the conditions of approval to sub-divide land within the Shire of Nannup include the construction of roads, the work shall be carried out in conformity with this specification.
2. Before any work is carried out on roads to be constructed full details of the proposed construction shall be submitted to the Council offices for the approval of Council's Engineer.
3. Required to be submitted for the approval of Council's Engineer are Engineer Certified Plans showing full details of the proposed construction including grade lines, design details of vertical curves and horizontal alignment.
4. Satisfactory arrangements must be made between the sub-divider and the Council for the upgrading/construction of existing or internal sub-division roads. Such arrangements must be agreed to before clearance of any subdivision conditions.
5. The sub-divider shall have the option of engaging either Council's Engineer or a Private Consultant Engineer for certification of plans and supervision of construction. Where the sub-divider engages a private consultant Engineer for certification and supervision, Council shall charge the sub-divider an amount to cover the reasonable costs of the Council itself in supervising the construction and drainage, which amount shall be 1.5% of the total cost of construction and drainage as estimated by Council.
6. The Council shall require the sub-divider to either pay for all road construction or deposit a bank guarantee to be held by the Council until actual construction of roads has been approved by the Council's Engineer before clearance.
7. For sub-divisions considered to be of a minor nature the Council may (in writing) permit the sub-divider from having to fulfil all or part of the provisions of the Policy.
8. No construction work shall be commenced until such time as the plans have been approved in writing by the Chief Executive Officer.

### Design Standards

1. All work shall be designed to appropriate standards set out by Austroads Design Guidelines in regard to geometric design.
2. Roads widths shall generally be as follows:-
  - (a) Residential sub-division - 7.4 metre fully sealed, kerbed and drained except for a cul-de-sac serving less than 8 lots in which case the width may be reduced to 6.0 metres.
  - (b) Special Rural sub-division - 6.0 metre minimum constructed gravel within a minimum 3.90 metre seal. Council reserves the right to increase widths (both formation and seal) if in its opinion the anticipated traffic volumes require such an increase. Kerbs only required for drainage purposes or entry statement. Drainage to be culverts and table drains generally.
  - (c) Rural sub-division - 6.0 metre gravel, drained by culverts and table drains as per Technical Specifications No 1 as attached.
3. Upgrading of Feeder Roads - Where, in the opinion of the Council the creation of a sub-division or development will substantially increase the traffic volume of feeder roads to that sub-division - development then a contribution for the up-grading and maintenance of such feeders roads shall be required by Council. Costings to be determined by Council's Engineer and to be subject to legal agreement (drawn up at Applicants expense) between Council and the sub-divider/developer.
  - (a) Land subject to Re-Zoning Amendment - The requirement for the need for any feeder road up-grading contribution shall be addressed by Council prior to the adoption of Scheme Amendment for Final Approval. If Agreement cannot be reached between parties Council shall resolve not to issue Final Approval to the Scheme Amendment.
  - (b) Land Not Subject to Re-Zoning Amendment - For Subdivisions Council shall request D.P.U.D. to insert a feeder road up-grading condition on the sub-division approval issued by that Department. An agreement must be resolved between Council and the sub-divider prior to issue of any clearance for the sub-division. For development proposals Council shall not issue Planning Approval until such time as an agreement is resolved between parties for feeder road up-grading if required.

|                               |   |
|-------------------------------|---|
| Related Policies:             |   |
| Related Procedures/Documents: |   |
| Delegation Level:             |   |
| Adopted:                      | <i>Policy Adopted at a Council Meeting on 9 July 1992.</i>  |
| Reviewed:                     | <i>Policy Reviewed at a Council Meeting on 25 July 1996</i> |

AGENDA NUMBER: 10.3  
SUBJECT: Declaration of Bushfire Prone Areas  
LOCATION/ADDRESS:  
NAME OF APPLICANT:  
FILE REFERENCE:  
AUTHOR: Bob O'Sullivan - Planner  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 16 November 2010

**BACKGROUND:**

For the protection of life and property from bushfires the West Australian Planning Commission and FESA developed a set of guidelines for local governments to use to assess the risk of bushfire hazard in a proposed development. These guidelines are the Planning for Bush Fire Protection guidelines , edition 2, May 2010.

The Australian building Code has provisions to require enhanced building standards through Australian Standard AS3959 where there is a potential bushfire hazard provided the area is designated to be a "bush fire prone area".

In the Local Planning Scheme 3 for Nannup Shire some residential subdivisions in Special Rural Zone areas have the requirement for buildings to be constructed to the standard AS3959. However other areas in the Shire where there are bush fire hazards do not carry this requirement.

The local governments of Busselton and Augusta-Margaret River have hazard mapping in their Local planning Strategies and Busselton also has specific provisions in the planning scheme (memo by Geoffrey Lush to Wayne Jolley).

Nannup Shire has not implemented a mapping scheme for bush fire prone areas and this report proposes to overcome the lack of mapping by preparing and adopting a planning policy that has criteria to determine where a bush fire prone area exists. The criteria should include proximity to forests as defined in Planning for Bush Fire Protection guidelines , edition 2, May 2010 and should apply to residential buildings.

**COMMENT:** Nil.

**STATUTORY ENVIRONMENT:**

Local Planning Scheme No.3; Statement of Planning Policy 3.4 Natural Hazards and Disasters.

**POLICY IMPLICATIONS:**



The declaration of a bush fire prone area will enable the implementation of AS3959 and a higher standard of construction in areas that have the potential to be affected by a severe bushfire.

The policy may be used by:

- Council staff to assess a site with the WAPC/FESA guidelines and, if it is a fire hazard, Council or its delegate can designate the area to be a “bush fire prone area”, and
- An applicant for planning or building approval when deciding where to locate a residential building.

The assessment can be completed on a site visit and recorded in notes and photos.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council resolve to prepare a planning policy to designate land in the Shire on which a residential building is proposed to be constructed to be a bush fire prone area in circumstances where the land:

1. Contains or adjoins an area of forest of 1 hectare or more,
2. The proposed residential building is within 100 metres of a forest, and
3. The forest is of the vegetation type described as forest in Table 1 and Figure 1 of Appendix 1 in the WAPC/FESA publication Planning for Bush Fire Protection guidelines, edition 2, May 2010.

#### **8501 BOULTER / PINKERTON**

That Council resolve to prepare a planning policy to designate land in the Shire on which a residential building is proposed to be constructed to be a bush fire prone area in circumstances where the land:

1. Contains or adjoins an area of forest of 1 hectare or more,
2. The proposed residential building is within 100 metres of a forest, and
3. The forest is of the vegetation type described as forest in Table 1 and Figure 1 of Appendix 1 in the WAPC/FESA publication Planning for Bush Fire Protection guidelines, edition 2, May 2010.

**CARRRIED 8/0**

AGENDA NUMBER: 10.4  
SUBJECT: Change of Use from Duplex to Early Learning/ Child Care Facility  
LOCATION/ADDRESS: Lot 248 Grange Road, NANNUP  
NAME OF APPLICANT: Shire of Nannup (Community Development Officer)  
FILE REFERENCE: A972  
AUTHOR: Rehanna Arthur  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 17 November 2010

Attachments: 1. Proposed Site Plan.  
2. Proposed Floor Plan.  
3. Proposed Elevation Plan (1 & 2).  
4. Proposed Elevation Plan (3 & 4).  
5. 3D modelling Plan (1).  
6. 3D modelling Plan (2).

#### **BACKGROUND:**

The proposal is to change the use of and make alterations to the existing residential building to be used for a Shire operated Early learning/ Child Care Centre (FROGS).

In 2008 the Shire of Nannup engaged a consultant to identify the needs for family day care within the area. There was a proposal to extend on the existing kindergarten for this purpose, however Child Care licensing made the proposal difficult and the Council looked for other options and decided that the Shire owned duplex on Grange Road would make for an appropriate site.

The subject site was previously used and leased out as a residential duplex. The lease was due to expire in January 2010; however it was terminated by the tenant in December 2009 as they had found suitable accommodation elsewhere.

#### **COMMENT:**

Subject Site and Locality:

The site is situated south of the Nannup Shire Council Building and Kindergarten. To the south is the uniting Church, to the east is the Nannup Police Station and the western side it is bordered by single residential properties. The site has a total area of 1,376 square metres and currently contains two grouped dwellings (duplex) with associated fencing and outbuildings.

Public Consultation/ Notification:

The application was advertised pursuant to Clause 9.4 of LPS 3 by:

- Sending notices to the owners and occupiers of adjoining land.
- Notice in the November issue of the "Nannup Telegraph"

Council has received no responses to date. The comments were to be submitted by 16<sup>th</sup> November 2010.

Public Consultation was also in accordance with The Local Planning Policy LPP.005 Clause 3 c (*Level 3 – SURROUNDING (NEARBY) PROPERTIES COMMENTS (approval type 'D' or 'A')*)

Referrals/Notices Required by Clause 10.1 of LPS 3 were not undertaken as the application was considered to be of a minor nature and did not require referral. No internal referrals were undertaken either, however the Community Development Officer has been kept up to date on the status of the application.  
Assessment:

The premises are zoned as Residential R10/ R15. The property is not listed within the Shire of Nannup Municipal Heritage Inventory and is not within any Scheme Special Control Areas. There are no current Scheme Amendments relevant to this proposal.

**Summary of Key Issues:**

- Car parking is one of the main considerations for a change of use application. At this stage it is assumed that there may be 3 staff members employed at the proposed Child Care facility. The site plan indicates that there is a surplus of 2 bays. In the event of an overflow, car parking can be accessed from the Nannup Kindergarten.
- The use seems to be appropriate within the area, as it abuts Council facilities such as the Nannup Kindergarten and Council Administrative Building.

**Conclusion:**

The development would have a positive impact on the greater community and will not disrupt the amenity enjoyed by residents within the immediate surrounding area.

**STATUTORY ENVIRONMENT:**

Planning and Development Act 2005  
Shire of Nannup Local Planning Scheme No.3  
Statement of Planning Policy 3.1 (Residential Design Codes of Western Australia)

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council approve the development subject to the following conditions and footnotes:

That Council having considered all the matters required under Clause 10.2 of LPS 3 decides to Grant Planning Approval under the provisions of Part 10 of LPS 3 in respect of the land known and described as Lot 248 Grange Road, for the Change of Use for Child Care/ Early Learning Centre in accordance with the endorsed plans, with the application dated 20 September, 2010, subject to the following conditions:

1. All development is to be in accordance with the approved Development Plans (attached), including any amendments placed thereon by the Shire of Nannup and except as may be modified by the following conditions:
2. A building licence application under the provisions of the Local Government Miscellaneous Provisions Act must be submitted to and approved by the Shire of Nannup prior to the commencement of any on-site works whatsoever.
3. A building licence for the development should be obtained prior to *(date two years from date of this advice)*. This Planning Approval lapses if a building licence for the development has not been obtained by *(date two years from date of this advice)*. Further to this, if the development is not substantially commenced in accordance with the building licence by *(date two years from date of this advice)*, then this Planning Approval lapses at that date. With the permission of the Shire of Nannup, this Planning Approval may be extended.
4. The provision on-site of a minimum number of 5 car parking bays. 1 disabled parking bay, located convenient to the building entrance and with a minimum width of 3.6 metres. The parking area(s), driveway(s) and point(s) of ingress and egress [including crossover(s)] to be designed, constructed, sealed, drained, marked and thereafter maintained to the specifications and satisfaction of the Shire of Nannup. Details to be submitted with the building licence application.
5. The development being designed and constructed to allow easy access for people with disabilities to the satisfaction of the Shire of Nannup. Details to be submitted with building licence application.

**8502 BOULTER / CAMARRI**

That Council approve the development subject to the following conditions and footnotes:

That Council having considered all the matters required under Clause 10.2 of LPS 3 decides to Grant Planning Approval under the provisions of Part 10 of LPS 3 in respect of the land known and described as Lot 248 Grange Road, for the Change of Use for Child Care/ Early Learning Centre in accordance with the endorsed plans, with the application dated 20 September, 2010, subject to the following conditions:

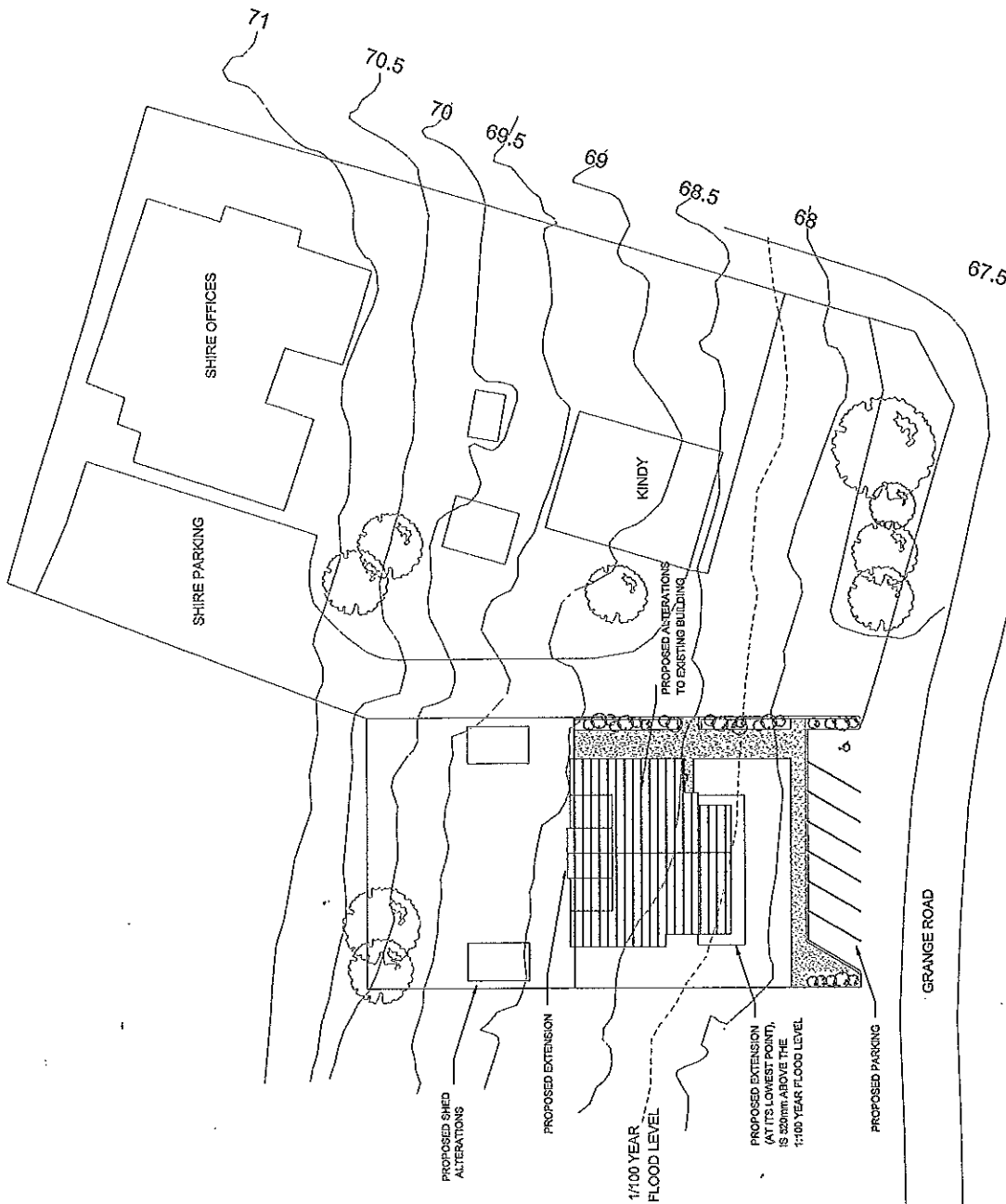
1. All development is to be in accordance with the approved Development Plans (attached), including any amendments placed thereon by the Shire of Nannup and except as may be modified by the following conditions:
2. A building licence application under the provisions of the Local Government Miscellaneous Provisions Act must be submitted to and approved by the Shire of Nannup prior to the commencement of any on-site works whatsoever.
3. A building licence for the development should be obtained prior to *(date two years from date of this advice)*. This Planning Approval lapses if a building licence for the development has not been obtained by *(date two years from date of this advice)*. Further to this, if the development is not substantially commenced in accordance with the building licence by *(date two years from date of this advice)*, then this Planning Approval lapses at that date. With the permission of the Shire of Nannup, this Planning Approval may be extended.
4. The provision on-site of a minimum number of 5 car parking bays. 1 disabled parking bay, located convenient to the building entrance and with a minimum width of 3.6 metres. The parking area(s), driveway(s) and point(s) of ingress and egress [including crossover(s)] to be designed, constructed, sealed, drained, marked and thereafter maintained to the specifications and satisfaction of the Shire of Nannup. Details to be submitted with the building licence application.
5. The development being designed and constructed to allow easy access for people with disabilities to the satisfaction of the Shire of Nannup. Details to be submitted with building licence application.

**CARRRIED 8/0**

# PROPOSED SITE PLAN



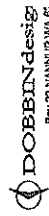
SCALE 1:500



CONVERSION OF SHIRE DUPLEX TO  
FROGS - EARLY LEARNING CENTRE

SHIRE OF NANNUP/NOCCA

SCALE - 1:500 DATE - 03-Aug



Box 22 NANNUP WA 6  
Ph: 0895 0097 Mob: 0847 985 1  
dobbindesign@gmail.com

# PROPOSED FLOOR PLAN



SCALE 1:100

All building and renovations in this proposal are designed to meet the Western Australian Child Care Licensing and Standards Unit, regulations 32 to 50, of the Child Care Services Regulations 2006.

All work must comply with Aust Building codes, such as; AS 1684 and 1720, Timber framing and structures; AS 1428.1 - Access and Mobility standards; AS 1288 - Glass in Building standards; AS 3600 - concrete structures.

The extensions must be braced and tied down to resist uplift as per AS1684.

Kitchen fit out must comply with 2008 Food Act, in particular standard 3.2.3 Food premises and Equipment.

- Ⓢ SMOKE ALARM TO MEET AS5785  
HARD WIRED AND BATTERY BACKUP.
- Ⓢ FAN - MECHANICAL VENTILATION TO BE  
FLUED TO THE OUTSIDE AIR.
- EXIT EMERGENCY EXIT SIGNS

1376 m<sup>2</sup>

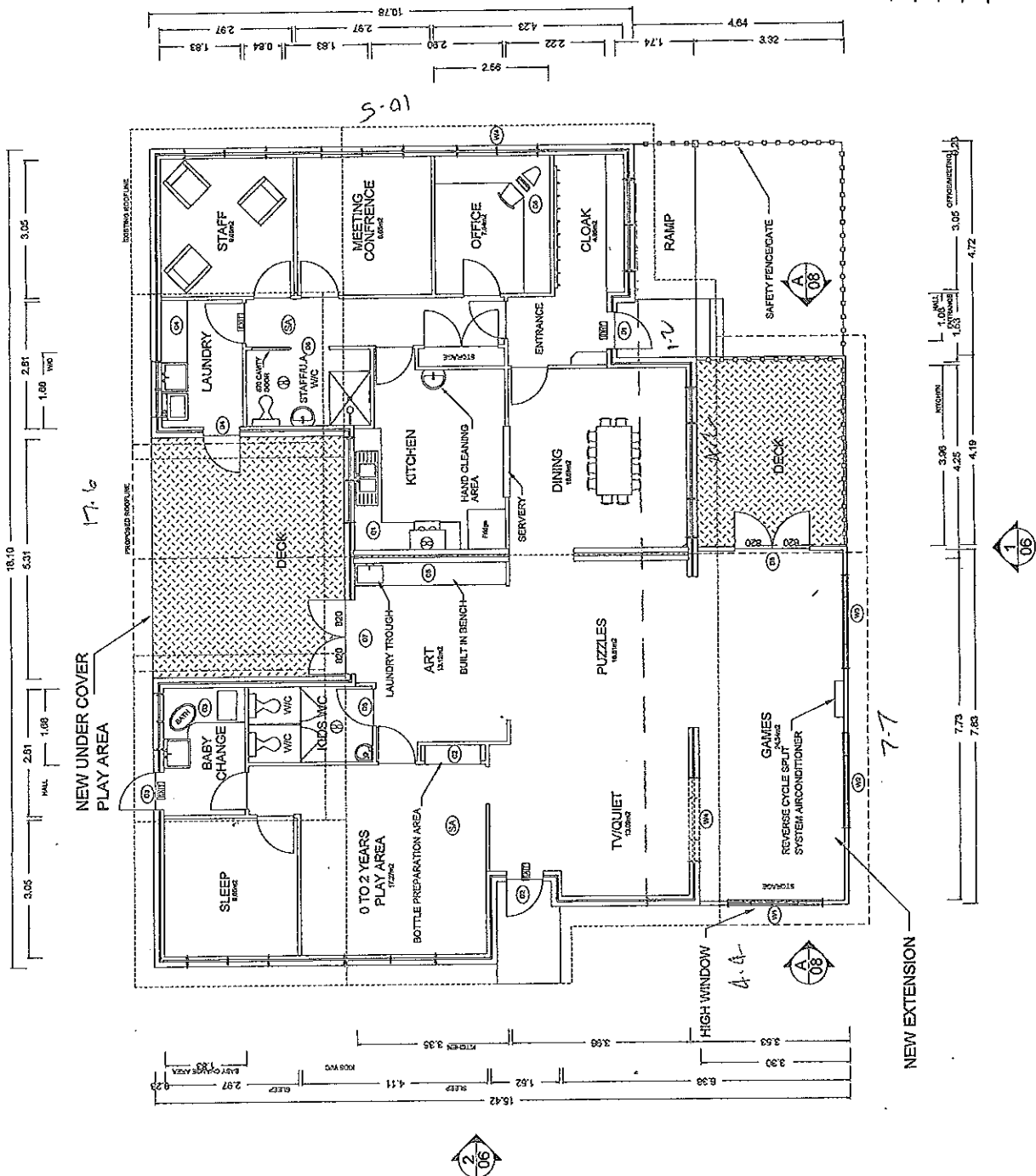
CONVERSION OF SHIRE DUPLEX TO  
FROGS - EARLY LEARNING CENTRE

SHIRE OF NANNUP/NOCCA

SCALE - 1:100 DATE - 05-AUG-10

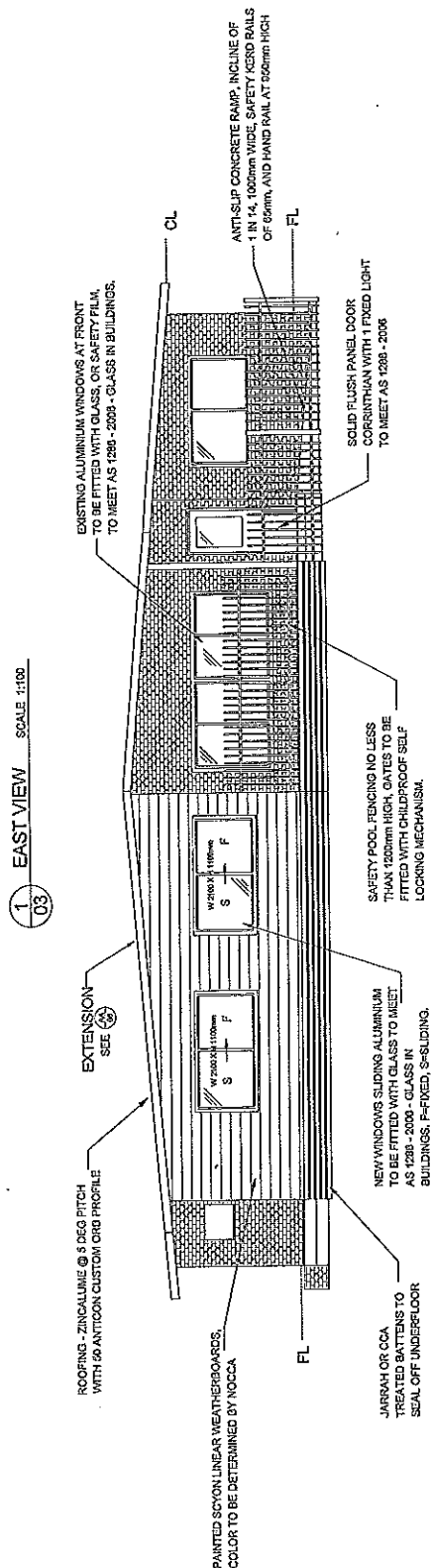
**DOBBIN design**  
Dnr: 22 NANNUP WA 6275  
Ph: 0755 6057 Mob: 0447 103 157  
dobbindesign@nannup.com.au

PROPOSED FLOOR PLAN **WD.03**

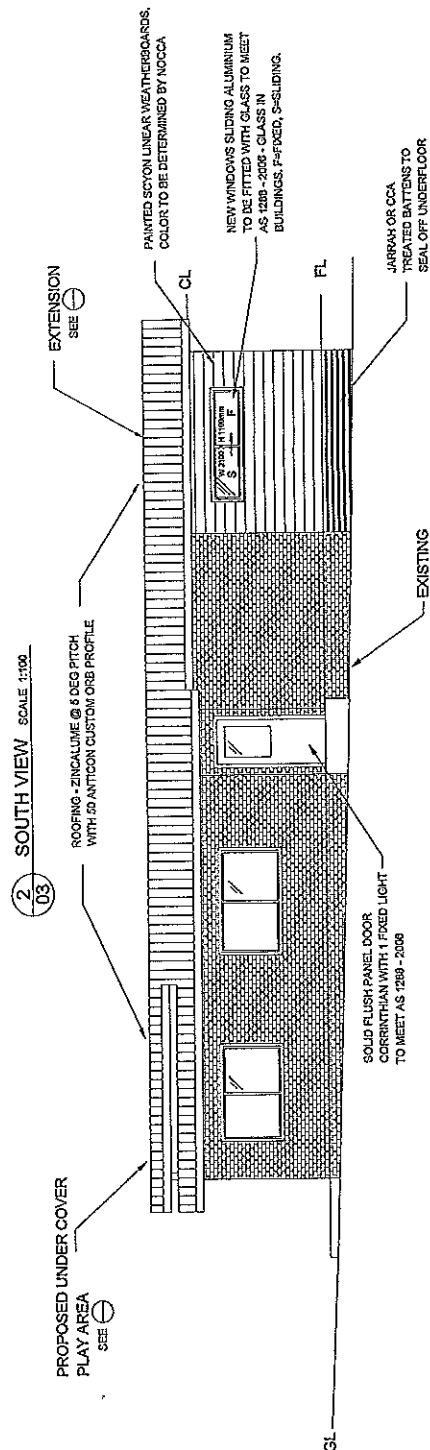


## ELEVATIONS 1 &amp; 2

SCALE 1:100

EXTENSION  
MAIN BUILDING UNITS

TIMBERFRAMED FLOORING SYSTEM,  
WITH 19MM AQUATITE FLOORING.  
- 90MM TREATED PNT TIMBER FRAMED  
WALLS, CLAD WITH PAINTED  
SYCON WEATHER BOARDS.  
- TIMBER FRAMED ROOF TO MATCH  
EXISTING ROOF, CLAD  
WITH ZINCALUM CUSTOM ORB.  
- ALUMINIUM SLIDING WINDOWS  
AND TIMBER FAMED DOORS  
TO MEET AUS SAFETY STANDARDS  
FOR CHILD CARE CENTRES

CONVERSION OF SHIRE DUPLEX TO  
FROGS - EARLY LEARNING CENTRE

SHIRE OF NANNUP/NOCCA

SCALE 1:100 DATE 03-AUG-10

DOBBIN design

Box 22 NANNUP WA 6273  
PH 08 9258 0057 MOB 0447 683 157  
dobbindesign@doobindesign.com.au

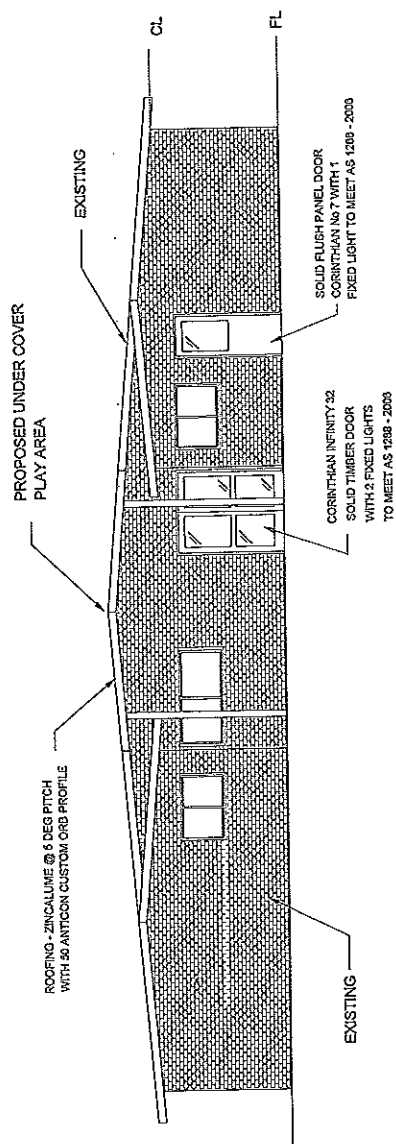
ELEVATIONS 1 &amp; 2 WD.06



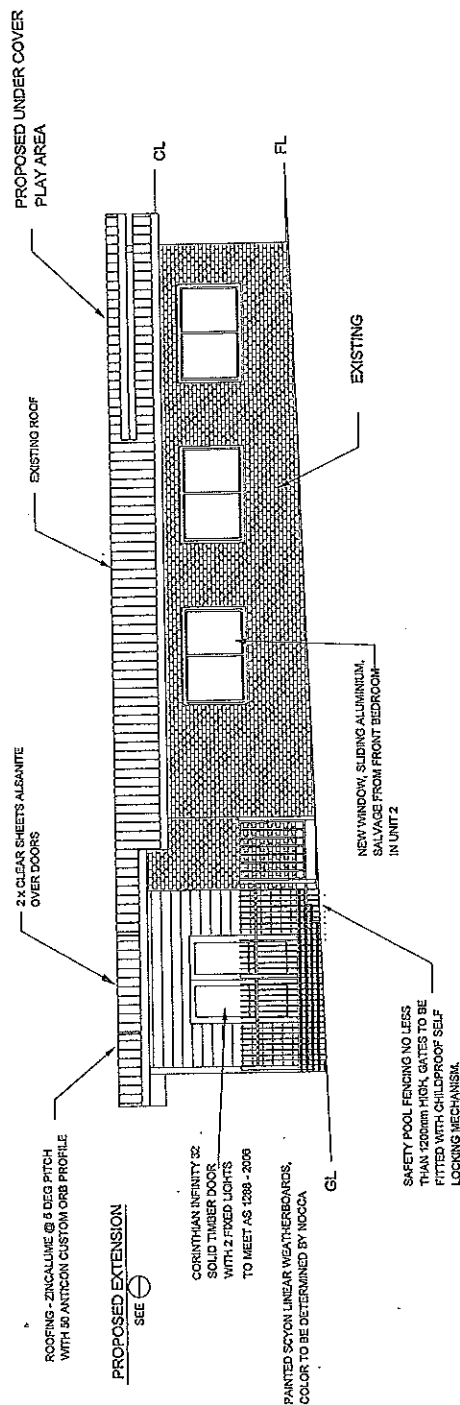
# ELEVATIONS 3 & 4

SCALE 1:100

3 WEST VIEW SCALE 1:100



4 NORTH VIEW SCALE 1:100



CONVERSION OF SHIRE DUPLEX TO  
FROSS - EARLY LEARNING CENTRE

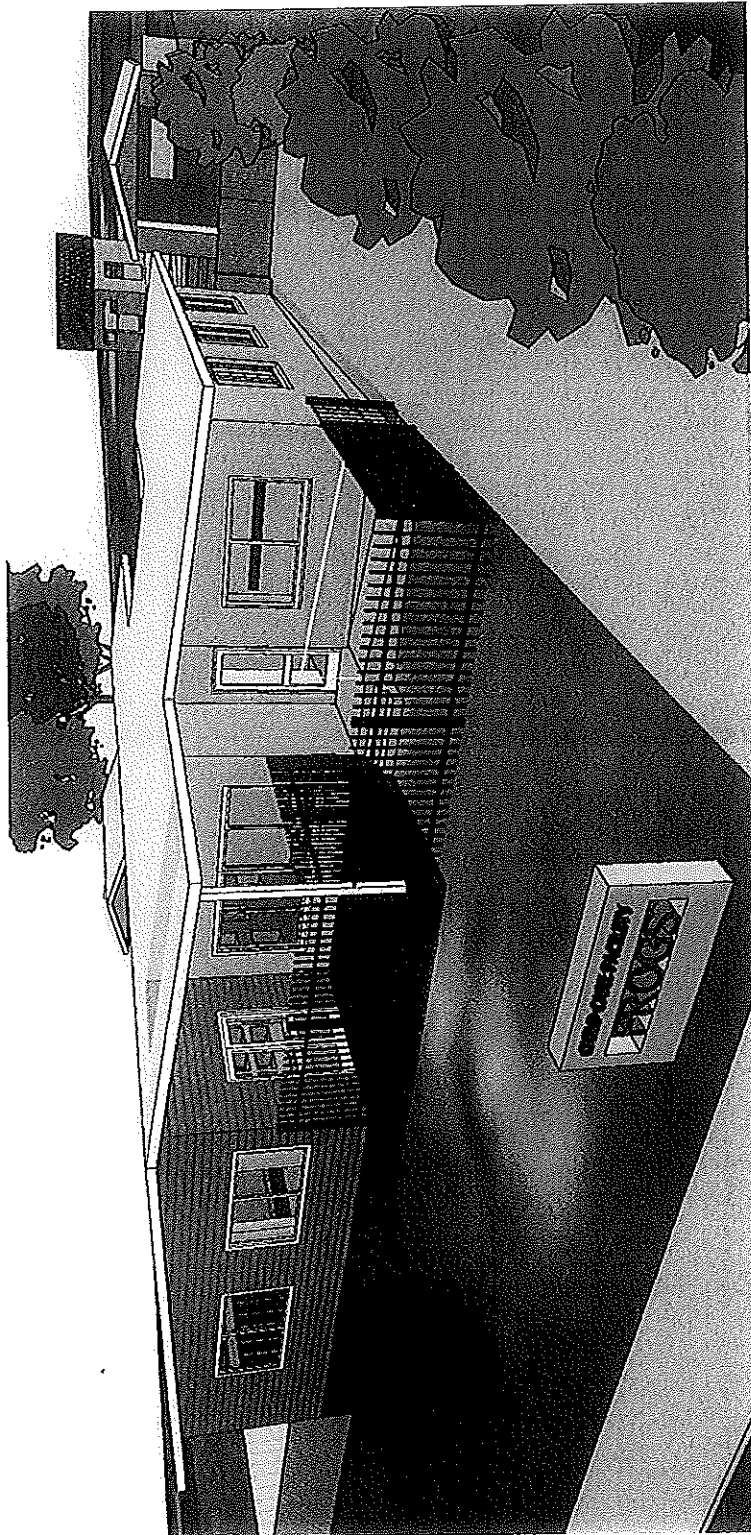
SHIRE OF NANNUP/NOCCA

SCALE - 1:100 DATE - 05-Aug-10


DOBBIN design

Box 29 NANNUP WA 6725  
Ph: 08250 0327 Mob: 0847 963 157  
dobbindesign@westnet.com.au

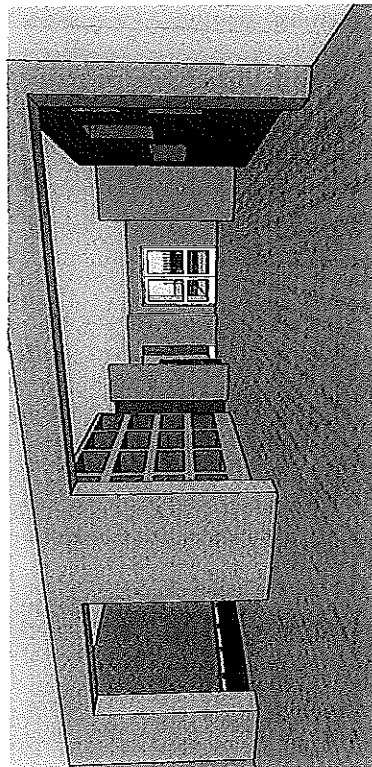
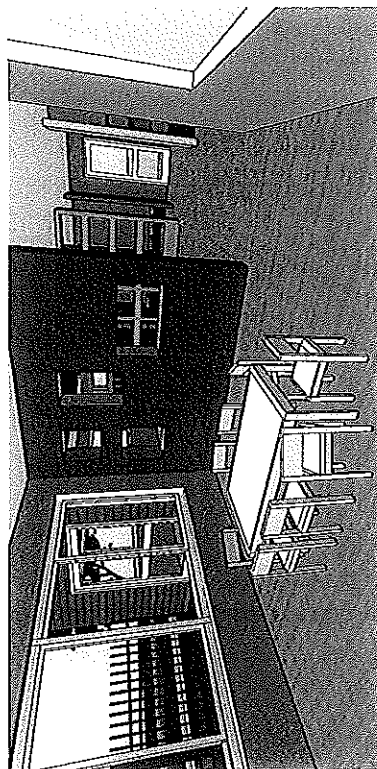
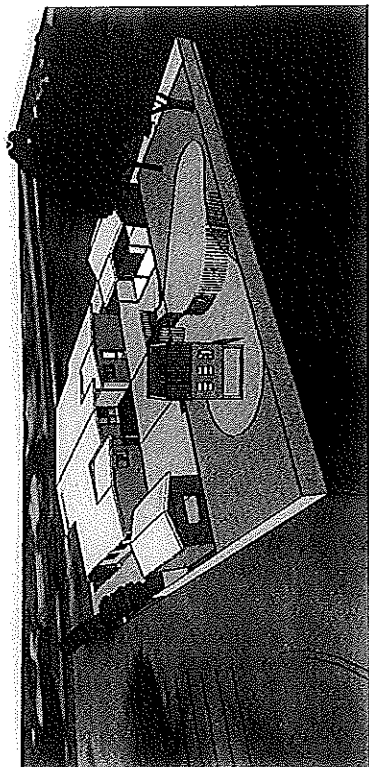
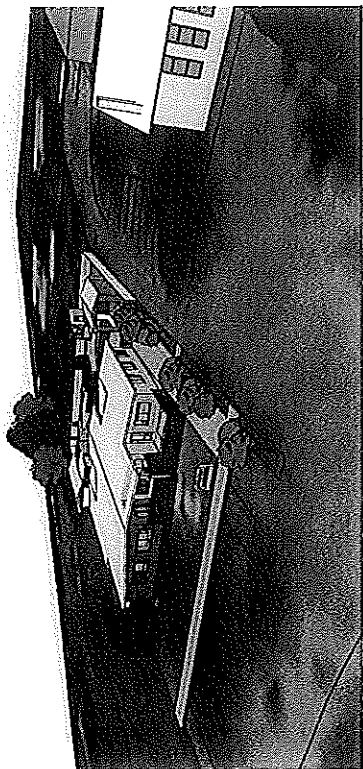
ELEVATIONS 3 & 4 WD.07



CONVERSION OF SHIRE DUPLEX TO  
FROGS - EARLY LEARNING CENTRE

 **DOBBINdesign**  
Box 22 NANNUP WA 6275  
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dobbindesign@westnet.com.au


PHOTOS



CONVERSION OF SHIRE DUPLEX TO  
FROGS - EARLY LEARNING CENTRE

SHIRE OF NANNUP/OCCCA

SCALE - 1:50 DATE - 05-Aug-10

 DOBBIN design  
Box 22 NANNUP WA 6273  
PH: 08 937 662 0447 083 157  
dobbindesign@nannup.wa.gov.au

PHOTOS

WD.13

This item was left to lie on the table from Council's October 2010 meeting.

Cr Lorkiewicz declared an interest in the following item and left the meeting at 5.00pm.

|   |
|---|
| AGENDA NUMBER: 10.5<br>SUBJECT: Proposal to Dedicate Road Reserve linking Gold Gully Road to<br>Unnamed Road Reserve No 8681<br>LOCATION/ADDRESS: State Forest No 25<br>NAME OF APPLICANT:<br>FILE REFERENCE: WRK 30<br>AUTHOR: Shane Collie – Chief Executive Officer<br>DISCLOSURE OF INTEREST:<br>DATE OF REPORT: 16 November 2010 |
|---|

Attachments:       1.     Location Plan.  
                      2.     Letter from Patricia Fraser.

#### **BACKGROUND:**

Council resolved on 25 October 2007 the following:

*"That Council dedicate a 15 metre road reserve that links the western terminus of the unnamed road reserve # 8681 (that fronts Nelson Location 11174 and Lot 1) to Gold Gully Road as per the attachment."*

Nelson Location 11174 and Lot 1 owned by Mr Victor and Mrs Joan Lorkiewicz has been identified as having frontage to a gazetted road reserve that does not link with the local road network as per the attachment.

This issue was brought up by Mr Lorkiewicz in 2007 in relation to locating survey for the purpose of renewing boundary fencing in the area and options for land uses for these properties. At this time Council commenced the road dedication process to link the western terminus of unnamed road reserve # 8681 to Gold Gully Road. This action was subject to agreement by the Department of Environment and Conservation (DEC) as a portion of the proposed road reserve would have to be excised from State Forest.

The Department of Environment and Conservation have advised that they do not agree to the proposal for the linking road dedication believing the landowner should negotiate with neighbours to achieve the road link required. DEC advised by letter 15 June 2010 in part:

*"DEC does not support this proposal. There does not appear to be any compelling case to support the alienation of conservation estate to facilitate this road establishment."*

Council has indicated that it does not accept the DEC position particularly as a number of other recent similar road dedication issues received support from DEC. Additionally the land area in question is already disturbed ground and abuts private property, therefore there would be no alienation (splitting) of the conservation estate.

Council in August 2010 resolved as follows:

- 1. That Officers determine the approx amount of land involved in the road dedications that DEC will gain from all the transactions.*
- 2. If this is of significant area then Council seek an audience with Terry Redmond and Department of Environment and Conservation to discuss a land swap to enable the road reserve to be completed through DEC property adjoining Gold Gully Road and Vasse Highway.*

**COMMENT:**

The area of land involved in this situation is 15m wide, for a distance of approximately 220m. 3,300 square metres. The proposal is to convert from State Forest to Road Reserve. The meeting was held with Mr Terry Redman on 6 October 2010. DEC were unable to be present. DEC representatives are present at today's Information Session and Council members may wish to raise this matter with them.

As Council members would be aware Mr Redman was receptive to seeking a resolution to this matter and offered his assistance. The proponents, Mr Victor and Mrs Joan Lorkiewicz, met with Mr Redman also on this matter shortly after Council discussed the issue with him.

Liaison with the proponents will see a consistent message given to Mr Redman and a formal resolution of Council to seek Mr Redman's assistance to facilitate the desired land transfer would be appropriate given that Council does not accept the DEC position.

The resolution on this matter from Council's October 2010 meeting was as follows:

**"RECOMMENDATION:**

*That Council request local member and Minister for Forestry the Hon. Terry Redman to facilitate access to land locked property Location 11174 and Lot 1 by dedicating a 15 metre road reserve from State Forest to link the western terminus of the unnamed road reserve # 8681 (that fronts Nelson Location 11174 and Lot 1) to Gold Gully Road.*

**8480 BOULTER/CAMARRI**

*That this item lay on the table.*

**CARRIED 6/0"**

The intent of Council's decision to lay the matter on the table was to address issues raised by Ms Patricia Fraser during the October 2010 meeting public question time. The Shire President suggested that Ms Fraser meet with the Chief Executive Officer to go through some of the concerns she had. This meeting occurred the day after the October 2010 Council meeting and resulted in a letter being received from Ms Fraser as noted per Attachment 2.

The following matters may be relevant for Council to consider when discussing a future course of action on this matter:

- **Access Location 73 (Fraser)**

This was the main issue raised by Ms Fraser as Location 73 is also a landlocked property. Ms Fraser was assured that Council's resolution in seeking to address land locked properties within the district in an overall sense would pick up this property – this has already occurred with it being noted on the database that will ultimately be forwarded to Mr Redman.

- **History Location 11174 (Lorkiewicz)**

Some old maps of the East Nannup area were viewed in conjunction with Mr and Mrs Lorkiewicz on Friday 29 October 2010. Interestingly those maps indicated road access to the north of Location 11174 which followed present day property dividing lines and provided access for Location 11174 to East Nannup Road.

A title search revealed that this road reserve (never constructed) appears to have been closed sometime in 1977 or 1978. At the time of writing a search for any such correspondence through State lands is being undertaken. Whether or not this impacts the current situation is not clear however it is taken and assumed that it is a historical matter and cannot be changed – the fact is that Location 11174 currently does not have access to the local road network.

- **DEC Position**

Discussions with DEC representatives earlier today may impact this matter.

- **Representation from Ms Fraser**

Ms Fraser has suggested a route for a road that could provide access to both her property Lot 73 and the Lorkiewicz property location 11174. This prospective solution would need to be agreed to by any stakeholder property owners and appropriate survey work undertaken to confirm a route.

- **Costs**

Council has not considered the issue of cost in any discussions on this matter, being costs applicable to survey, State lands dedication or any other incidentals.

Council has also not considered any proposition to actually construct any road and if it was to consider this it would be recommended that Council not bear any costs given that any road would benefit few people and would not score sufficiently high on Council's road hierarchy list to warrant funding. As with any normal development or access request the onus would be on the property owner(s) to bear such costs.

Stakeholders involved in this matter should not be under the impression that Council will met any costs associated with resolving this or any other road dedication issue within the district.

**STATUTORY ENVIRONMENT:** Land Administration Act 2007.

**POLICY IMPLICATIONS:**

Council has adopted a Local Planning Policy (LPP.015) on the dedication of roads. Action on this issue, along with an number of others, was commenced prior to Council developing the policy.

**FINANCIAL IMPLICATIONS:**

Should Minister Redman be able to facilitate the conversion of the 3,300 square metres of State Forest to Road Reserve there would be costs involved including survey and State Land transfer costs.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

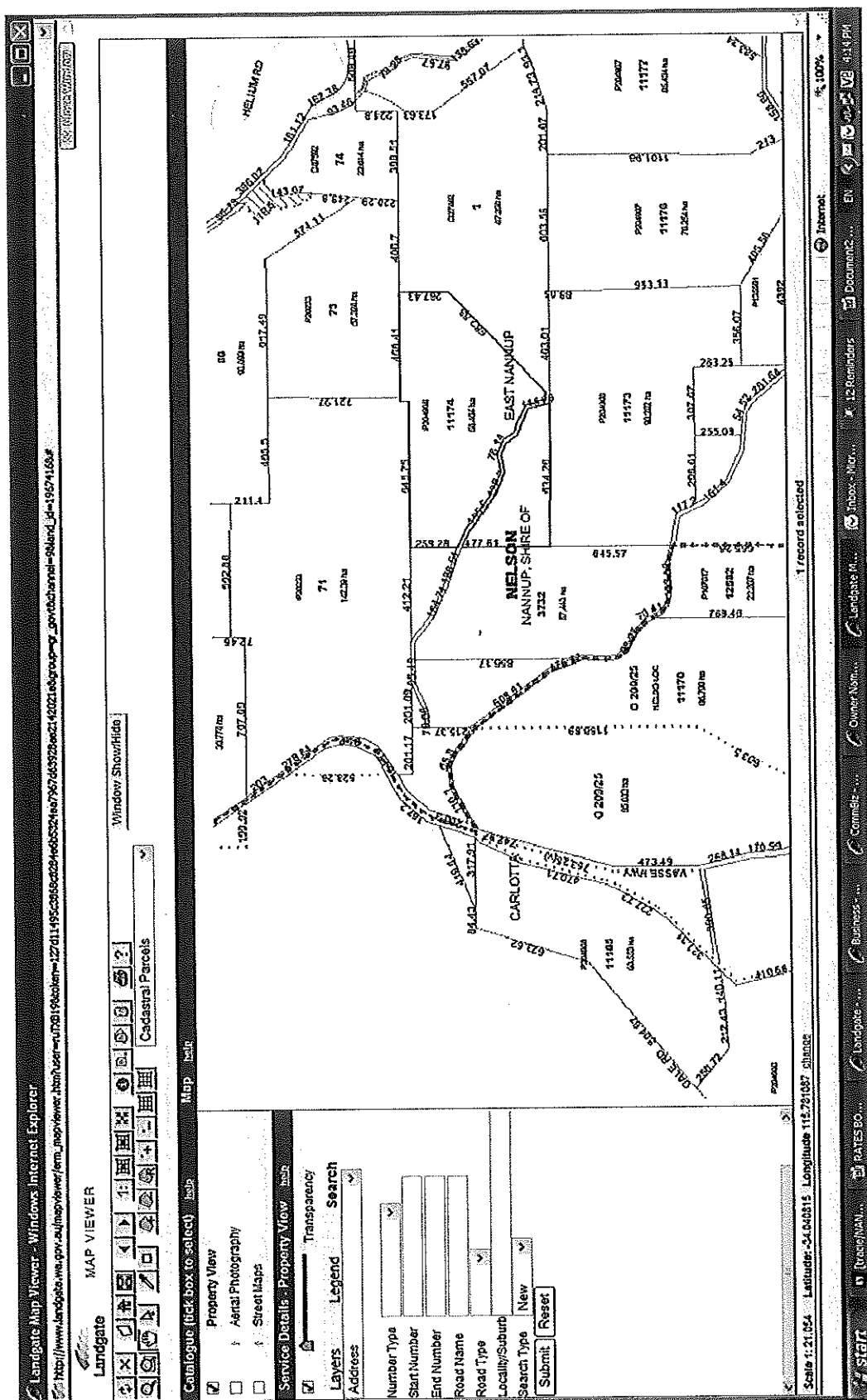
That Council request local member and Minister for Forestry the Hon. Terry Redman to facilitate access to land locked property Location 11174 and Lot 1 by dedicating a 15 metre road reserve from State Forest to link the western terminus of the unnamed road reserve # 8681 (that fronts Nelson Location 11174 and Lot 1) to Gold Gully Road.

**8503 BOULTER / MELLEMA**

That Council request local member and Minister for Forestry the Hon. Terry Redman to facilitate access to land locked property Location 11174 and Lot 1 by dedicating a 15 metre road reserve from State Forest to link the western terminus of the unnamed road reserve # 8681 (that fronts Nelson Location 11174 and Lot 1) to Gold Gully Road.

**CARRIED 7/0**





|                   |                      |
|-------------------|----------------------|
| Ref: WRK 30       | IVED No. 1027        |
| 15 NOV 2010       |                      |
| CEO<br>PWS<br>MMS | AO<br>EO<br>CDO<br>C |
| LIB<br>PUB        | FMO<br>YO<br>RO      |

P. C.  
PO Box 14,  
NANNUP  
W.A. 6245  
12.11.2010

TO NANNUP CEO MR SHANE COLLIE,

COUNCIL DRAFT LOCAL PLANNING POLICY (LLP. 015).

COUNCIL HAS IDENTIFIED A NUMBER OF FREEHOLD PROPERTIES THAT DO NOT HAVE ASSETTED ROAD ACCESS. THE SITUATIONS SUCH AS THIS CREATE SIGNIFICANT PROBLEMS TO A NUMBER OF SHAREHOLDERS INCLUDING LANDOWNERS, COUNCIL, DEC, AND THE COMMUNITY IN GENERAL. COUNCIL HAS SOUGHT TO TRY AND RECTIFY SITUATIONS SUCH AS ANY THEY BECAME AWARE OF.

I PATRICIA FRASER OF LOC 71 VASSE HWY NANNUP PROPERTY OWNER. REQUEST THAT THE NANNUP SITIRE LOOKS INTO GIVING ME A ROAD ACCESS INTO LOC 73. AS PART OF COUNCIL'S ONGOING PROGRAM IN ASSISTING LANDOWNERS THAT DO NOT HAVE ASSETTED ROAD FRONTAGE. CURRENTLY LOC 73 IS ISOLATED FROM ANY DEDICATED AND CONSTRUCTED ROAD.

By the way I see it. THE BEST WAY ACCESSIBLE FOR THE LOCATION. WOULD BE UP OFF MILLER ROAD, UP THRU LOC 1. BRANCH OUT UP ON TOP OF THE HILL. ONE WAY TO LOC 73. THE OTHER WAY TO LOC 11174. MAKING IT ACCESSIBLE BOTH TO ME AND MY NEIGHBOUR THE LORKIEWICZ'S

THERE IS A ROAD FORMATION ALREADY THROUGH LOC 1. FROM MILLERS ROAD. THAT IS CLEAN, DRY, NO CREEKS TO CROSS OR BIG ROCKS TO GO AROUND. WITH LORKIEWICZ'S WANTING ACCESS TO LOC 1 + LOC 11174 AND ME WANTING ACCESS TO LOC 73. I THINK WOULD BE THE COUNCIL BEST SOLUTION TO YOUR PROBLEM OF GETTING PROPERTIES FOR LANDLOCK BLOCKS ACCESS. BEFORE SELLING ACCORDING TO COUNCIL POLICY.

YOURS SINCERELY  
PATRICIA FRASER.

Cr Lorkiewicz returned to the meeting at 5.07pm.

AGENDA NUMBER: 10.6  
SUBJECT: Forward Capital Works Plan  
LOCATION/ADDRESS:  
NAME OF APPLICANT:  
FILE REFERENCE: WRK 30  
AUTHOR: Shane Collie – Chief Executive Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 16 October 2010

Attachment: Draft Forward Capital Works Plan – Separate Cover

#### **BACKGROUND:**

This report seeks Council endorsement for the Shire of Nannup's Forward Capital Works Plan 2010/11 to 2014/15 in accordance with the requirements of the Department of Regional Development and Lands. The provision of adequate Capital Works Plans is a prerequisite to access individual local government allocations from the Royalties for Regions Country Local Government Fund (CLGF).

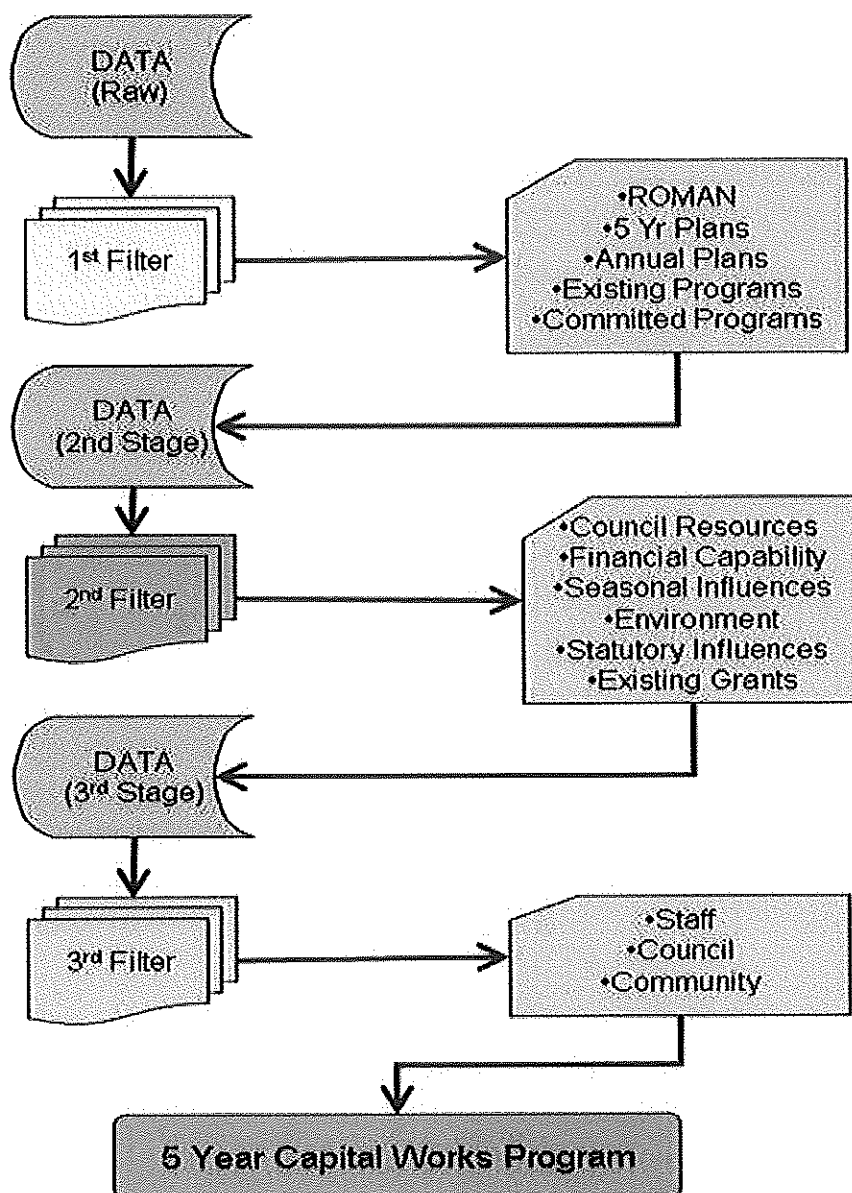
The primary objective of the Royalties for Regions' Country Local Government Fund is to address the infrastructure backlogs across Western Australian country local government. However, one of the primary intentions of the CLGF in 2009/10 is to improve the quality of planning in country local governments over time. Council selected Howson Management to prepare its Forward Capital Works Plan (FCWP) in August 2010 and the document has been completed to draft form and is ready for Council's consideration.

#### **COMMENT:**

The preparation of the 5 year Forward Capital Works Plan (FCWP) is to identify actual capital projects, and then add actual costs and timeframes against them to create a working document for realistic forward planning. This document becomes the key to the timely provision of services and infrastructure for the community as well as the efficient, accurate use of available funds.

The FCWP lists the capital projects and allocates time and funds to the activities and tasks associated with each project. These projects have been determined by Council and senior staff in accordance with the broader objectives of Council's current Forward Plan which spans the same period.

The Shire of Nannup's FCWP has been created in three stages which are the general controls of project in Local Government:



### Forward Capital Works Plan - Methodology

In accordance with the Departments' guidelines, the FCWP addresses:

- infrastructure items only, not plant and equipment.
- infrastructure that is owned by Council. (If not, reasons should be provided for Council wishing to spend funds on assets which it does not own. – i.e. Regional Airport or Waste Facility).
- expenditure for 5 years, commencing in 2010-11.
- Council approval of the FCWP.
- Information on capital works expenditure by Council in 2009/10.

The FCWP contains an opening statement on what the plan covers and confirms Council approval for it with a signature by the Shire President and Chief Executive Officer. It should include a commitment to review the plan each year.

A summary table has been provided as an overview of the Forward Capital Works Plan by the grouping of projects (e.g. Roads and Bridges, Footpaths, Drainage, Open Space, Buildings, Commercial Activities, Foreshores and Marine Safety, Waste, Recreation, Other). The tables include a total expenditure figure for each year and identifies whether capital works expenditure is either for, Renewal, New Assets or Asset Expansion, or Upgrade.

The FCWP has a summary page for each project providing the following:

- Purpose of the project.  
*(Information on whole-of-life cost has not been included on each project as the injection of capital funds from CLGF will renew or replace many aging assets, and in return will clearly reduce the on-going costs to Council.*

*In many cases there is little historical data relating precisely to whole of life costs of the existing or new assets, and producing these types of cost models can only be created accurately when specific to a certain scenario. Reviewing these scenarios at a later date may result in misleading or incorrect data being taken forward into following plans or budgets.*

*Each capital project will be presented to Council during normal annual budget deliberations with the relative costing models for consideration at that time.)*

- Background on the project.
- Explain how the project meets the intent of the Council's strategic plan. Expenditure (actual and budgeted) on the project in 2009-10.
- Breakdown of funding sources and amount of funding from each source for each out year, including where Council has identified the Country Local Government Fund as a funding source.
- A risk management assessment of each project, including an analysis which addresses scenarios where one or more funding source for a project is reduced, not available or delayed.
- An indication of whether a project involves expenditure for renewal, new assets, or asset expansion or upgrade.
- Any other issues relating to the project.

Mr Bret Howson will make a brief presentation to Council today on the draft plan. The plan has been through Council's internal management review and is in a position to be presented to Council for adoption.

Importantly all of the Council projects that are intended for current or future funding through the Royalties for Regions program are included in the plan, thus satisfying the funding pre requisites required. These initiatives include those adopted by Council in October 2010, the main one being \$120,000 for the Brockman Street Caravan park as well as Council's intended "Regional" projects such as the Recreation Centre Precinct upgrade and the Main Street upgrade.

Business Plans are required by 31 December 2010 for those "Regional" projects that Council wishes to submit for funding in 2010/11. The required business plans for the Recreation Centre Precinct upgrade and the Main Street upgrade will be completed by that deadline notwithstanding that it is only the Recreation Centre precinct upgrade that will be submitted for 2010/11 funding.

Consultation is not considered necessary as the initiatives contained in the plan have predominantly been through prior consultation in respect of the adoption of Council's overall Forward Plan.

The Forward Capital Works Plan is hence submitted for Council's endorsement.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

There are significant financial implications across a range of projects contained in the plan. In terms of the plan itself Council is allocated \$35,000 to complete the plan and only a small portion of this funding will be used. Representation will be made to the funding body to retain the balance of funding to complete other specific planning work such as the main Street upgrade.

**STRATEGIC IMPLICATIONS:**

The document is a key strategic component of Council's Forward Planning.

**RECOMMENDATION:**

That Council adopt the Forward Capital Works Plan 2010/11 to 2014/15 as prepared by Howson Management.

**8504 PINKERTON / MELLEMA**

That Council adopt the Forward Capital Works Plan 2010/11 to 2014/15 as prepared by Howson Management.

**CARRIED 8/0**

Cr Camarri left the meeting at 5.12pm.

AGENDA NUMBER: 10.7  
SUBJECT: People's Choice Award  
LOCATION/ADDRESS:  
NAME OF APPLICANT: Nannup Arts Council  
FILE REFERENCE: ASS 12  
AUTHOR: Shane Collie – Chief Executive Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 16 October 2010

**BACKGROUND:**

Council at its August 2010 meeting passed the following resolution:

*"That the Shire ask the Nannup Arts Council to set up a people's choice award for a piece of art at their annual exhibition and the Shire Council be given first right of purchase of said piece."*

This information was communicated to the Nannup Arts Council who accepted the proposal.

**COMMENT:**

The Arts Council recently held their annual exhibition and hence Council's resolution was put to the test almost immediately. There were a couple of minor issues with the Council resolution, none of which are insurmountable and can be appropriately corrected for next time.

Initially Council has not set a budget amount for acquiring a piece of artwork as a People's Choice prize. Hence any decision to acquire a piece of artwork would need an absolute majority vote given that it would be unbudgeted expenditure.

Secondly the People's Choice prize could only apply to pieces of Art that were not sold during the exhibition. Hence Council being given first right of purchase is difficult if the "People's Choice" vote results in a piece of artwork that has already been sold. Not sure how to best get around this matter however it does not appear to be an issue for the current selection as the pieces listed as the People's Choice in order from 1 to 3 have not been sold and are available for purchase by Council.

The three pieces of artwork will be displayed in the Council Chambers at today's meeting and a selection can be made and a budget amount arrived at.

The three pieces in order of selection as the People's Choice award are as follows:

- |   |         |
|---|---------|
| 1. Kookaburras                          | \$3,000 |
| 2. Council Employee (Keith Moore)       | \$ 150  |
| 3. Landscape Balingup Road (Photograph) | \$ 350  |

Being a subjective matter and with the recent issue of Jagan at the front of one's mind, a recommendation on selection is not made. It is however pointed out that if the artwork was to be placed in the front of the Shire Office with other artworks collected over the years the landscape picture would "fit in" better than the others. This is however Council's discretion as to both selection and if it wishes to select a location for it to be placed.

It is also pointed out that Council has historically not expended over \$1,000 on the acquisition of artwork on any one occasion with a figure of \$500 to \$750 being the "normal" amount.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Decision dependant.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council select artwork \_\_\_\_\_ as the 2010 Shire of Nannup People's Choice award and that unbudgeted expenditure of \$\_\_\_\_\_ be incurred in acquiring the piece.

#### **8505 PINKERTON / DEAN**

That Council suspend standing orders.

**CARRIED 7/0**

Cr Camarri returned to the meeting at 5.14pm.

#### **8506 BOULTER / MELLEMA**

That Council resume standing orders.

**CARRIED 8/0**



**8507 DEAN / BOULTER**

1. That Council not purchase artwork this year.
2. That Council review its resolution # 8451 of the August 26 2010 Council meeting to formulate a formal Council policy relating to future art purchases by Council and that the draft policy be considered by Council at its January 2001 Ordinary meeting.

**CARRIED 8/0 BY ABSOLUTE MAJORITY**

The reason for not accepting the Officer's recommendation is that resolution # 8451 did not provide Council with sufficient criteria to enable the purchase of artwork within the budget constraints for 2010.

Cr Pinkerton declared an interest affecting impartiality in the following item.

AGENDA NUMBER: 10.8  
SUBJECT: Self Supporting Loan  
LOCATION/ADDRESS: Lot 13 Warren Road  
NAME OF APPLICANT: Nannup Community Resource Centre  
FILE REFERENCE: ASS 6  
AUTHOR: Shane Collie – Chief Executive Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 16 October 2010

Attachments: 1. Letter from Nannup Community Resource Centre.  
2. WA Treasury Corporation Indicative Payment Schedule.

#### **BACKGROUND:**

The Nannup Community Resource Centre has been successful in securing funding from Lotterywest and other sources in order to purchase freehold Lot 13 Warren Road for the purposes of conducting their operations.

As Council members would be aware the current premises that are utilised by the group are not suitable and have insufficient space. The current premises are Shire owned and leased (at no cost) to the organisation. The Nannup Community Resource Centre (formerly the Nannup Telecentre) were one of the main proposed tenants for the now discontinued TimeWood Centre project and since the demise of that project have been seeking alternative premises from which to operate from.

Lot 13 Warren Road is the premises formerly operated as a Thai restaurant.

#### **COMMENT:**

The Nannup Community Resource Centre has approached Council to secure a self supporting loan to meet a shortfall in funding to secure the new premises. The funds requested are \$150,000 and a repayment schedule of 10 years is proposed.

Council is encouraged to support this thriving community based organisation and assist with the provision of finance, particularly given that Council will ultimately bear no cost in the transaction and can secure funding at an interest rate generally lower than the free market. An appropriate agreement would need to be put in place which recognises Council's interest in the premises while the loan remains outstanding and there is the possibility of default.

As a separate issue the relevant planning processes are presently being addressed such as parking, building integrity etc which do not form part of this

agenda item and are likely to be dealt with at an administrative level unless any specific Council decision is required.

#### **STATUTORY ENVIRONMENT:**

The Local Government Act 1995 and Financial Management Regulations 1996 deals with Council's power to borrow and the relevant budget expenditure requirements.

**POLICY IMPLICATIONS:** Nil.

#### **FINANCIAL IMPLICATIONS:**

In an overall sense nil, given that the Nannup Community Resource Centre will meet the loan repayments required with Council's role being principally as bank. If the self supporting loan is approved the repayments will be factored into Council's normal budget processes as well as the relevant invoicing to the group.

There would be some minor costs in drafting an agreement, which may rest on an exchange of letters or be drafted as a formal agreement pending further advice. Council's role is to be satisfied with the financial principle of protection from possible loan default.

#### **STRATEGIC IMPLICATIONS:**

Council's Forward Plan Action Item 11.1 (B) reads as follows:

*"Review in conjunction with the Nannup Telecentre their future building space requirements."*

#### **RECOMMENDATION:**

That Council invoke a self supporting loan for the Nannup Community Resource Centre, detail of \$150,000 repayments twice annually over 10 years, to assist in the freehold purchase of Lot 13 Warren Road with the loan supported by an appropriate agreement recognising Council's financial interest in the premises for the duration of the loan period.

#### **8508 BOULTER / LORKIEWICZ**

1. That Council invoke a self supporting loan for the Nannup Community Resource Centre, detail of \$150,000 repayments twice annually over 10 years, to assist in the freehold purchase of Lot 13 Warren Road with the loan supported by an appropriate agreement recognising Council's financial interest in the premises for the duration of the loan period.

2. That Council congratulates the Nannup Community Resource Centre on its initiative to negotiate the purchase of Lot 13 Warren Road and the sourcing of grant funds to meet the associated costs.
3. That Council is prepared to assist the Nannup Community Resource Centre with site works associated with provision of off street parking requirements with any assistance provided being recorded as a donation in Council's financial accounts.

**CARRIED 8/0 BY AN ABSOLUTE MAJORITY**



Lot 31 Warren Road, Nannup WA 6275

P: 08 9756 3022 F: 08 9756 3090

E: nannup@crc.net.au

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

Dear Shane,

The Nannup Community Resource Centre has been successful in securing funding from Lotterywest to assist us with the purchase of Lot 31 Warren Road. The Department of Regional Development and Lands have also provided funds and our organisation will be contributing around \$100,000 towards the purchase.

In order to achieve the full amount of funds required to purchase the building as well as carry out some minor works, the Nannup Community Resource Centre is seeking to take out a loan for the balance. We would like to request assistance from the Shire of Nannup by means of a 'self supporting loan'. To sufficiently cover the purchase and undertaken works required, we are seeking to borrow \$150,000 with the intention to pay the principle and interest back over a 10 year period.

If support of the Shire of Nannup is provided, it is expected that settlement will be completed in early 2011, fit-out and works completed by April 2011 and the official opening to be held in April/May 2011.

In addition to the minor works, it is also our intention to provide on-site parking at the rear of the building. It would be much appreciated if Council were able to provide assistance by way of in-kind works or supply of materials.

I am happy to discuss this matter with you or at a meeting of Council should any further detailed information or clarification be required.

Yours sincerely

Cheryl Brown  
Manager  
Nannup Community Resource Centre

10 November 2010

Proudly supported by



Department of  
Regional Development and Lands



ROYALTIES  
FOR REGIONS

WESTERN AUSTRALIAN

## TREASURY CORPORATION

Schedule A

## Indicative Loan Repayment Schedule

**Client:** Shire of Nannup ("the Borrower") -  
**Interest Rate:** 6.0200% p.a. \* (Semi Annual Compounding)  
 3.0100% \* effective Semi Annual  
*\* These rates do not include the Government Guarantee Fee.*  
**Lending Date:** 17 November 2010  
**Maturity Date:** 17 November 2020  
**Loan Amount:** \$ 150,000.00  
**Schedule Basis:** 20 Semi Annual repayments

| Payment Date | Debt Balance Outstanding | Capital Repayment | Interest Payment | Total Fixed Payment | Indicative Guarantee Fee | Indicative Total Payment |
|--------------|--------------------------|-------------------|------------------|---------------------|--------------------------|--------------------------|
| 17 May 2011  | 144,423.32               | 5,576.68          | 4,515.00         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 Nov 2011  | 138,678.78               | 5,744.54          | 4,347.14         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 May 2012  | 132,761.33               | 5,917.45          | 4,174.23         | 10,091.68           | 43.05                    | 10,134.73                |
| 19 Nov 2012  | 126,665.77               | 6,095.56          | 3,996.12         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 May 2013  | 120,386.73               | 6,279.04          | 3,812.64         | 10,091.68           | 43.05                    | 10,134.73                |
| 18 Nov 2013  | 113,918.69               | 6,468.04          | 3,623.64         | 10,091.68           | 43.05                    | 10,134.73                |
| 19 May 2014  | 107,255.96               | 6,662.73          | 3,428.95         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 Nov 2014  | 100,392.68               | 6,863.28          | 3,228.40         | 10,091.68           | 43.05                    | 10,134.73                |
| 18 May 2015  | 93,322.82                | 7,069.86          | 3,021.82         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 Nov 2015  | 86,040.16                | 7,282.66          | 2,809.02         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 May 2016  | 78,538.29                | 7,501.87          | 2,589.81         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 Nov 2016  | 70,810.61                | 7,727.68          | 2,364.00         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 May 2017  | 62,850.33                | 7,960.28          | 2,131.40         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 Nov 2017  | 54,650.44                | 8,199.89          | 1,891.79         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 May 2018  | 46,203.74                | 8,446.70          | 1,644.98         | 10,091.68           | 43.05                    | 10,134.73                |
| 19 Nov 2018  | 37,502.79                | 8,700.95          | 1,390.73         | 10,091.68           | 43.05                    | 10,134.73                |
| 17 May 2019  | 28,539.94                | 8,962.85          | 1,128.83         | 10,091.68           | 43.05                    | 10,134.73                |
| 18 Nov 2019  | 19,307.31                | 9,232.63          | 859.05           | 10,091.68           | 43.05                    | 10,134.73                |
| 18 May 2020  | 9,796.78                 | 9,510.53          | 581.15           | 10,091.68           | 43.05                    | 10,134.73                |
| 17 Nov 2020  | 0.00                     | 9,796.78          | 294.88           | 10,091.66           | 43.08                    | 10,134.74                |
|              | <b>Totals:</b>           | <b>150,000.00</b> | <b>51,833.58</b> | <b>201,833.58</b>   | <b>861.03</b>            | <b>202,694.61</b>        |

**Notes:**

- The interest rate quoted and this Indicative Loan Repayment Schedule are based on rates applying as at 17 November 2010.
- The Government Guarantee Fee is charged by the Treasurer of the State of Western Australia and is collected by Treasury Corporation on the behalf of the Treasurer.
- The rate of the Government Guarantee Fee is 0.10% p.a. and is subject to change in accordance with government policy.
- The amount of the Government Guarantee Fee shown in this schedule is indicative and does not form part of the fixed lending rate charged by Treasury Corporation.

AGENDA NUMBER: 10.9  
SUBJECT: Monthly Financial Statements for 31 October 2010  
LOCATION/ADDRESS: Nannup  
NAME OF APPLICANT:  
FILE REFERENCE: FNC 9  
AUTHOR: Kevin Waddington – Acting Manager Corporate Services  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 15 November 2010

Attachment: Monthly Financial Statements for the period ending 31 October 2010.

**COMMENT:**

The monthly Financial Statements for the period ending 31 October 2010 are attached.

**STATUTORY ENVIRONMENT:**

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

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That the Monthly Financial Statements for the period ending 31 October 2010 be received.

**8509 BOULTER / PINKERTON**

That the Monthly Financial Statements for the period ending 31 October 2010 be received.

**CARRIED 8/0**

## **SHIRE OF NANNUP**

### **STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2010 TO 31 OCTOBER 2010**

#### **REPORT ON MATERIAL VARIANCES BETWEEN YEAR TO DATE BUDGET ESTIMATE AND YEAR TO DATE ACTUAL.**

All except five of the variances shown in the above named statement of financial activity are outside of the adopted variance of 10%.

The main reason for the variances is that expenditure and income is not occurring as predicted by Officers during the budget development stage. This is due to a number of reasons, the main one being not accurately projecting cashflows throughout the year, i.e. predicting when the budgeted income or expenditure will occur as opposed to when it actually occurs. Other reasons are not receiving a grant for grant dependant expenditure, projects controlled by Advisory Committees, suppliers/contractors not having the capacity to undertake the works within Council's timeframes, altered Council priorities, etc.

The following provides the major reasons for the programs that have variances outside of the adopted variance:

#### **REVENUE:**

General Purpose Funding: Royalties for Regions funding (\$1,210,700) has not been received as originally anticipated.

Law, Order & Public Safety: Funding from FESA (1<sup>st</sup> Quarter ESL levy \$15,800) has not been receipted to the correct account..

Housing: Rental income less than anticipated due to tenants vacating earlier than estimated.

Recreation and Culture: Grant income not received as anticipated (\$40,000).

Transport: Income from various Main Roads WA grants not received as predicted in budgeting process (\$185,000). Income for Mowen Road greater than budgeted (\$750,000).

Economic Services: Received more funding for the Feral Pig Programme (\$21,900) than predicted in budgeting process.

Other Property and Services: Received more Private Works income than budgeted for (\$2,000).



## **EXPENDITURE**

General Purpose Funding: Expenditure under the Royalties for Regions programme (\$1,245,700) has not been spent because funding has not been received.

Law, Order and Public Safety: Income incorrectly allocated to expenditure account. Once correction journal has been done expenditure will be within 10% variance parameter.

Health: Over budget expenditure reflects in part, the contingent liability payment to the former Manager of Development Services.

Housing: Maintenance expenditure not undertaken as predicted through the budget process (\$3,000).

Community Amenities: Expenditure not occurring as predicted in budgeting process in the areas of Contractors Collection Fees (\$5,500), Parking Strategy (\$8,000), rubbish site maintenance (\$24,000), and cemetery operations (\$11,000).

Recreation and Culture: Maintenance expenditure undertaken in Town Hall and Recreation Centre (\$19,000) and parks and gardens (\$41,200) not undertaken as scheduled through the budget process.

Economic Services: Expenditure not occurring as predicted in budgeting process in the areas of Feral Pig Programme (\$11,000), salaries (\$16,000) and caravan parks and camping grounds (\$12,000).

Other Property and services: Recovery of expenses via Public Works Overheads and Plant Operating Costs not occurring as budgeted.

## **OTHER ITEMS**

Purchase Land and Buildings: Expenditure not occurring as predicted in budgeting process in the areas of Kindergarten Extension (\$94,000) and depot construction (\$5,500).

Purchase of plant and Equipment: Expenditure not occurring as predicted in budgeting process in the areas of Governance (\$33,000). Law Order & public Safety (\$22,800), Health (\$6,200), Community Amenities (\$18,600) and Economic Services (\$6,200).

Purchase Infrastructure Roads: Expenditure not occurring as predicted in budgeting process in the areas of Council Road Program (\$129,000), Mowen Road (\$1,157,500), MRWA bridge program (\$93,000), Footpaths (\$12,700) and TIRES projects (\$88,700).

Proceeds From Disposal of Assets: Sale of plant not occurring as budgeted (\$35,000).

Repayment of Debentures: Expenditure not occurring as predicted in budgeting process (\$2,700).

# SHIRE OF NANNUP

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2010 TO 31 OCTOBER 2010

|   |                       |                         |                          | Variances<br>Y-T-D<br>Budget to<br>Actual<br>% |
|---|-----------------------|-------------------------|--------------------------|--|
| <u>Operating</u>                            | Y-T-D Actual<br>\$    | Y-T-D Budget<br>\$      | 20010/11<br>Budget<br>\$ |  |
| <b>Revenues/Sources</b>                     |                       |                         |                          |  |
| Governance                                  | 0                     | 0                       | 0                        | 0%   |
| General Purpose Funding                     | 949,489               | 2,368,981               | 2,053,696                | (60%)  |
| Law, Order, Public Safety                   | 2,628                 | 52,337                  | 142,480                  | (95%)  |
| Health                                      | 206                   | 664                     | 2,000                    | (69%)  |
| Education and Welfare                       | 14,375                | 0                       | 27,389                   | 0%   |
| Housing                                     | 1,857                 | 5,564                   | 16,700                   | (67%)  |
| Community Amenities                         | 78,667                | 78,100                  | 89,776                   | 1%   |
| Recreation and Culture                      | 62,826                | 92,288                  | 176,870                  | (32%)  |
| Transport                                   | 2,128,211             | 1,562,684               | 10,056,055               | 36%  |
| Economic Services                           | 29,510                | 9,092                   | 27,286                   | 225%   |
| Other Property and Services                 | 10,615                | 8,332                   | 25,000                   | 27%  |
|   | <u>3,278,383</u>      | <u>4,178,042</u>        | <u>12,617,252</u>        | <u>(22%)</u>                                   |
| <b>(Expenses)/(Applications)</b>            |                       |                         |                          |  |
| Governance                                  | (101,595)             | (93,450)                | (271,700)                | 9%   |
| General Purpose Funding                     | (52,941)              | (1,292,617)             | (1,390,132)              | (96%)  |
| Law, Order, Public Safety                   | (43,385)              | (66,373)                | (249,652)                | (35%)  |
| Health                                      | (22,490)              | (12,297)                | (41,109)                 | 83%  |
| Education and Welfare                       | (41,520)              | (55,755)                | (156,717)                | (26%)  |
| Housing                                     | (13,173)              | (15,898)                | (54,995)                 | (17%)  |
| Community Amenities                         | (181,057)             | (248,306)               | (751,998)                | (27%)  |
| Recreation & Culture                        | (289,731)             | (249,714)               | (760,724)                | 16%  |
| Transport                                   | (277,440)             | (262,584)               | (2,381,209)              | 6%   |
| Economic Services                           | (71,538)              | (60,512)                | (184,540)                | 18%  |
| Other Property and Services                 | 103,752               | 12,324                  | (35,987)                 | 742%   |
|   | <u>(991,118)</u>      | <u>(2,345,183)</u>      | <u>(6,278,763)</u>       | <u>(58%)</u>                                   |
| <b>Adjustments for Non-Cash</b>             |                       |                         |                          |  |
| <b>(Revenue) and Expenditure</b>            |                       |                         |                          |  |
| (Profit)/Loss on Asset Disposals            | 0                     | 0                       | 28,000                   | 0%   |
| Depreciation on Assets                      | 418,277               | 478,026                 | 1,912,127                | 0%   |
| <b>Capital Revenue and (Expenditure)</b>    |                       |                         |                          |  |
| Purchase Land and Buildings                 | (5,777)               | (220,792)               | (120,000)                | (97%)  |
| Purchase Infrastructure Assets - Roads      | (699,177)             | (1,532,265)             | (11,038,305)             | (54%)  |
| Purchase Plant and Equipment                | (29,042)              | (115,800)               | (535,800)                | (75%)  |
| Purchase Furniture and Equipment            | (3,778)               | 0                       | (24,500)                 | 0%   |
| Proceeds from Disposal of Assets            | 17,000                | 18,000                  | 134,000                  | 0%   |
| Repayment of Debentures                     | 0                     | (3,273)                 | (13,109)                 | (100%)   |
| Restricted Cash                             | 1,092,176             | 1,071,800               | 1,071,800                | 0%   |
| Proceeds from New Debentures                | 0                     | 0                       | 280,000                  | 0%   |
| Leave Provisions                            | 291,152               | 143,259                 | 143,259                  | 103%   |
| Depreciation - Plant Reversal               | 0                     | 0                       | 0                        | 0%   |
| Accruals                                    | 27,737                | 27,737                  | 27,737                   | 0%   |
| Transfers to Reserves (Restricted Assets)   | 0                     | 0                       | (664,130)                | 0%   |
| Transfers from Reserves (Restricted Assets) | 0                     | 0                       | 1,010,461                | 0%   |
| <b>ADD Net Current Assets July 1 B/Fwd</b>  | <b>507,771</b>        | <b>507,771</b>          | <b>507,771</b>           |  |
| <b>LESS Net Current Assets Year to Date</b> | <b>3,048,068</b>      | <b>0</b>                | <b>0</b>                 |  |
| <b>Amount Raised from Rates</b>             | <b><u>855,536</u></b> | <b><u>2,207,322</u></b> | <b><u>(942,200)</u></b>  |  |

# SHIRE OF NANNUP

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2010 TO 31 OCTOBER 2010

|  | 20010/11<br>Actual<br>\$ | Brought<br>Forward<br>01-July-2010<br>\$ |
|--|--------------------------|--|
| <b>NET CURRENT ASSETS</b>                                  |                          |  |
| <b>Composition of Estimated Net Current Asset Position</b> |                          |  |
| <b>CURRENT ASSETS</b>                                      |                          |  |
| Cash - Unrestricted  | 3,038,520                | 1,141,073                                |
| Cash - Restricted  | 130,287                  | 1,071,800                                |
| Cash - Reserves  | 961,890                  | 950,015                                  |
| Receivables  | 443,110                  | 103,576                                  |
| Inventories  | 0                        | 0  |
|  | <u>4,573,806</u>         | <u>3,266,464</u>                         |
| <b>LESS: CURRENT LIABILITIES</b>                           |                          |  |
| Payables and Provisions                                    | <u>(433,562)</u>         | <u>(736,878)</u>                         |
|  | 4,140,244                | 2,529,586                                |
| Less: Cash - Reserves - Restricted                         | (1,092,176)              | (2,021,815)                              |
| <b>NET CURRENT ASSET POSITION</b>                          | <u><u>3,048,068</u></u>  | <u><u>507,771</u></u>                    |

AGENDA NUMBER: 10.10  
SUBJECT: Shire of Nannup Cultural Plan  
LOCATION/ADDRESS:  
NAME OF APPLICANT:  
FILE REFERENCE: ADM 25  
AUTHOR: Louise Stokes- Community Development Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 10 November 2010

Attachment: Shire of Nannup Cultural Plan – Separate Cover.

**BACKGROUND:**

At the September 2010 meeting, Council resolved to receive the final draft of the Shire of Nannup Cultural Plan and advertise it for public comment for the period of one month. Copies were made available at the Shire Office and on the Shire website and copies sent to the Nannup Arts Council, Nannup Music Club, Nannup CWA, Nannup Historical Society, Nannup Tourist Association, Nannup Community Resource Centre and the Nannup Lions Club.

**COMMENT:**

Feedback received has been incorporated into the Cultural Plan and can be considered when developing Council budgets and the Shire's Forward Plan.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:**

The Cultural plan will form a framework for future funding and project development within the Shire and can be used as the basis for Council's Community Development and Cultural decision making.

**RECOMMENDATION:**

That Council endorse the Shire of Nannup Cultural Plan implementing actions as funding or budget allocations permit.

**8510 MELLEMA / PINKERTON**

That Council endorse the Shire of Nannup Cultural Plan implementing actions as funding or budget allocations permit.

**CARRIED 8/0**

AGENDA NUMBER: 10.11  
SUBJECT: Accounts for Payment  
LOCATION/ADDRESS: Nannup Shire  
FILE REFERENCE: FNC 8  
AUTHOR: Tracie Bishop – Administration Officer  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 17 November 2010

Attachment: Schedule of Accounts for Payment.

**COMMENT:**

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

**Municipal Account**

|   |              |
|---|--------------|
| Accounts Paid By EFT<br>EFT 1831 – 1937 | \$848,008.01 |
|---|--------------|

|  |             |
|--|-------------|
| Accounts Paid By Cheque<br>Vouchers 18298– 18326 | \$59,634.88 |
|--|-------------|

|   |             |
|---|-------------|
| Accounts Paid by Direct Debit<br>Vouchers 99203 – 99207 | \$14,148.59 |
|---|-------------|

**Trust Account**

|  |          |
|--|----------|
| Accounts Paid By Cheque<br>Voucher 22734 | \$160.00 |
|--|----------|

**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulation 13

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:**

As indicated in the Schedule of Accounts for Payment.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$921,951.48 in the attached schedule be accepted.

**8511 CAMARRI / PINKERTON**

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$921,951.48 in the attached schedule be accepted.

**CARRRIED 8/0**

**SCHEDULE OF ACCOUNTS PAYABLE**  
**SHIRE OF NANNUP**  
**SUBMITTED TO COUNCIL'S NOVEMBER 2010 MEETING**

| Chq/EFT                           | Name                                     | Description                                  | Amount       |
|-----------------------------------|--|--|--------------|
| <b>MUNICIPAL ACCOUNT PAYMENTS</b> |  |  |              |
| EFT1831                           | MJB INDUSTRIES                           | SUPPLIES / EQUIPMENT MOWEN ROAD PROJECT      | \$16,511.62  |
| EFT1832                           | NANNUP TOURIST ASSOCIATION               | BOWLING CLUB HIRE - CLICKING OUR CULTURE     | \$725.00     |
| EFT1833                           | JP REPAIRS                               | SERVICE OF VEHICLE                           | \$141.50     |
| EFT1834                           | BUSSELTON RETRAVISION                    | ADMIN EQUIPMENT                              | \$267.90     |
| EFT1835                           | PHOENIX BUILDING COMPANY                 | OFFICE UPGRADE                               | \$4,620.00   |
| EFT1836                           | SPLIT TEAM                               | OFFICE UPGRADE                               | \$6,040.82   |
| EFT1837                           | BP NANNUP                                | FUEL EXPENSES                                | \$1,436.50   |
| EFT1838                           | SOUTHERN LOCK & SECURITY                 | SUPPLY OF PADLOCKS                           | \$346.76     |
| EFT1839                           | KIM STANLEY                              | PAINTING BY NUMBERS WORKSHOP                 | \$1,200.00   |
| EFT1840                           | RAY WHITE NANNUP                         | RENTAL ESTIMATIONS                           | \$480.00     |
| EFT1841                           | COURIER AUSTRALIA                        | FREIGHT CHARGES                              | \$40.49      |
| EFT1842                           | CJD EQUIPMENT PTY. LTD.                  | PARTS / EQUIPMENT                            | \$1,275.61   |
| EFT1843                           | CHRIS ANTILL                             | UPDATE OF HERITAGE GUIDELINES                | \$577.50     |
| EFT1844                           | D & J MILLER (DO YOUR BLOCK CONTRACTING) | DEPOR WORKS                                  | \$1,166.00   |
| EFT1845                           | JEM TRUCK SALES                          | PARTS FOR ISUZU                              | \$561.08     |
| EFT1846                           | WA LIBRARY SUPPLIES                      | LIBRARY SUPPLIES                             | \$25.00      |
| EFT1847                           | LOCAL GOVERNMENT MANAGERS AUSTRALIA      | CONFERENCE EXPENSES                          | \$1,030.00   |
| EFT1848                           | GREG MADER EARTHWORKS                    | MOWEN ROAD PROJECT EARTHWORKS                | \$115,123.25 |
| EFT1849                           | LGIS WORKCARE                            | WORKCARE                                     | \$25,322.00  |
| EFT1850                           | NANNUP NEWSAGENCY                        | POSTAGE - SEPTEMBER                          | \$1,101.58   |
| EFT1851                           | NANNUP EZIWAY SELF SERVICE STORE         | REFRESHMENTS INC GST                         | \$198.75     |
| EFT1852                           | NANNUP COMMUNITY RESOURCE CENTRE         | PAYMENT 1 - YOU'RE WELCOME PROJECT           | \$6,146.00   |
| EFT1853                           | NICHOLLS MACHINERY                       | PURCHASE OF TRAILER                          | \$10,956.00  |
| EFT1854                           | RICOH BUSINESS CENTRE                    | PHOTOCOPIER MAINTENANCE                      | \$568.53     |
| EFT1855                           | SHIRE OF MANJIMUP                        | COMPUTER MAINTENANCE                         | \$1,361.25   |
| EFT1856                           | TRACIE BISHOP                            | REIMBURSEMENT - AMY MYERS GOING AWAY PRESENT | \$50.00      |
| EFT1857                           | WESTRAC EQUIPMENT                        | PLANT REPAIR                                 | \$229.63     |
| EFT1858                           | WARREN BLACKWOOD WASTE                   | RUBBISH COLLECTION FOR SEPTEMBER             | \$6,462.64   |
| EFT1860                           | AUSTRALIAN TAXATION OFFICE               | SEPT 10 BAS                                  | \$5,363.00   |
| EFT1861                           | WADIFARM CONSULTANCY SERVICES            | CONSULTANCY WORK                             | \$3,003.00   |
| EFT1862                           | MJB INDUSTRIES                           | PARTS / EQUIPMENT                            | \$7,093.14   |
| EFT1863                           | NANNUP SURVEYS                           | FIELDWORK MOWEN ROAD                         | \$12,819.45  |
| EFT1864                           | J BLACKWOOD & SON LIMITED                | PARTS / EQUIPMENT                            | \$587.14     |
| EFT1865                           | PHOENIX BUILDING COMPANY                 | WORKS ON SHIRE OFFICE BUILDING               | \$2,754.25   |
| EFT1866                           | THE CANCER COUNCIL                       | PROTECTIVE SUNSCREEN                         | \$502.20     |
| EFT1867                           | ALL 4X4 SERVICES                         | SUPPLY OF PARTS                              | \$49.95      |
| EFT1868                           | NANNUP BRIDGE CAFE                       | CATERING STRATEGIC ALLIANCE MEETING 5/10     | \$290.00     |
| EFT1869                           | BP NANNUP                                | FUEL ACCOUNT 4TH - 10TH OCTOBER MOWEN ROAD   | \$9,027.92   |
| EFT1870                           | SOUTHERN LOCK & SECURITY                 | SUPPLY OF PADLOCKS                           | \$330.26     |
| EFT1871                           | PETER CACCIOPPOLA                        | REIMBURSEMENT FOR EXPENSES                   | \$80.00      |
| EFT1872                           | GRESLEY ABAS PTY LTD                     | CONSULTANCY FEE                              | \$4,908.75   |
| EFT1873                           | ORIENTEERING ASSOCIATION OF WA           | SCHOOL HOLIDAY EVENT                         | \$616.00     |
| EFT1874                           | BUSSELTON TELEPHONES                     | PARTS / EQUIPMENT                            | \$25.00      |
| EFT1875                           | COURIER AUSTRALIA                        | FREIGHT CHARGES                              | \$38.81      |
| EFT1876                           | SHANE COLLIE                             | RECOVERABLE EXPENSES                         | \$523.70     |
| EFT1877                           | CJD EQUIPMENT PTY. LTD.                  | PARTS / EQUIPMENT                            | \$898.06     |
| EFT1878                           | THE GOOD FOOD SHOP                       | CATERING                                     | \$198.00     |
| EFT1879                           | INSIGHT CCS PTY LTD                      | OVERCALLS FEE FOR SEPTEMBER                  | \$47.19      |
| EFT1880                           | JASON SIGNMAKERS                         | MOWEN ROAD SIGNS                             | \$396.00     |
| EFT1881                           | JEM TRUCK SALES                          | TRUCK PARTS                                  | \$852.89     |
| EFT1882                           | K & C HARPER                             | SHIRE OFFICE MAINTENANCE                     | \$2,068.00   |
| EFT1883                           | STATE LIBRARY OF WESTERN AUSTRALIA       | MISCELLANEOUS PURCHASE                       | \$27.50      |
| EFT1884                           | GREG MADER EARTHWORKS                    | EARTHWORKS MOWEN ROAD                        | \$133,930.50 |
| EFT1885                           | MUIRS MANJIMUP                           | PURCHASE OF 2010 FORD SEDAN                  | \$14,946.54  |
| EFT1886                           | LGIS LIABILITY                           | INSURANCE                                    | \$9,416.00   |
| EFT1887                           | NANNUP HARDWARE & AGENCIES               | SUNDRY SUPPLIES                              | \$7,392.81   |
| EFT1888                           | THE PAPER COMPANY OF AUSTRALIA PTY LTD   | STATIONERY SUPPLIES                          | \$138.60     |
| EFT1889                           | ROD'S AUTO ELECTRICS                     | PLANT REPAIR                                 | \$443.94     |
| EFT1890                           | TRACIE BISHOP                            | REIMBURSEMENT OF EXPENSES                    | \$53.45      |
| EFT1891                           | WESTRAC EQUIPMENT                        | PLANT PARTS                                  | \$416.45     |
| EFT1892                           | CHRIS WADE                               | REIMBURSEMENT OF EXPENSES                    | \$87.40      |
| EFT1893                           | WA LOCAL GOVERNMENT SUPERANNUATION PLAN  | SUPERANNUATION CONTRIBUTIONS                 | \$13,815.87  |
| EFT1894                           | JP REPAIRS                               | VEHICLE MAINTENANCE                          | \$770.00     |
| EFT1895                           | PICTON TYRE CENTRE PTY LTD               | PARTS / EQUIPMENT                            | \$668.00     |



**SCHEDULE OF ACCOUNTS PAYABLE**  
**SHIRE OF NANNUP**  
**SUBMITTED TO COUNCIL'S NOVEMBER 2010 MEETING**

| Chq/EFT                    | Name                                     | Description                          | Amount                     |
|----------------------------|--|--------------------------------------|----------------------------|
| EFT1896                    | BP NANNUP                                | FUEL ACCOUNT MOWEN ROAD              | \$6,772.99                 |
| EFT1897                    | CATCHA TROUT PTY LTD                     | CATERING AND SENIORS TOUR            | \$605.00                   |
| EFT1898                    | SETTLERS ROOFING AND GRADING             | WORKS MOWEN ROAD PROJECT             | \$11,220.00                |
| EFT1899                    | PM TREASURE - EARTHMOVING CONTRACTOR     | WORKS MOWEN ROAD PROJECT             | \$18,067.50                |
| EFT1900                    | RAPID PLASTICS (WA) PTY LTD              | EQUIPMENT - MOWEN ROAD PROJECT       | \$936.10                   |
| EFT1901                    | BUNBURY DRILLING COMPANY                 | WORKS MOWEN ROAD PROJECT             | \$78,049.25                |
| EFT1902                    | BILL BUNBURY PRODUCTIONS                 | FACILITATON OF AGE FRIENDLY WORKSHOP | \$500.00                   |
| EFT1903                    | HOLCIM AUSTRALIA PTY LTD                 | WORKS MOWEN ROAD PROJECT             | \$2,159.63                 |
| EFT1904                    | CORPORATE EXPRESS                        | STATIONERY                           | \$40.63                    |
| EFT1905                    | HOWSON TECHNICAL                         | TRAFFIC MANAGMENT PLAN - MOWEN RD    | \$514.80                   |
| EFT1906                    | NANNUP HANDY FOODS                       | FUELS AND REFRESHMENTS               | \$87.20                    |
| EFT1907                    | NANNUP COMMUNITY RESOURCE CENTRE         | ADVERTISING                          | \$401.50                   |
| EFT1908                    | NANNUP LIQUOR STORE                      | REFRESHMENTS                         | \$35.97                    |
| EFT1909                    | LOUISE STOKES                            | REIMBURSEMENT OF EXPENSES            | \$314.28                   |
| EFT1910                    | WESTRAC EQUIPMENT                        | PLANT REPAIR                         | \$1,665.60                 |
| EFT1911                    | WML CONSULTANTS                          | MOWEN ROAD PROJECT MANAGEMENT        | \$11,315.27                |
| EFT1912                    | CRAIGE WADDELL                           | REIMBURSEMENT OF EXPENSES            | \$241.20                   |
| EFT1913                    | WORTHY CONTRACTING                       | CONTRACT NANNUP WASTE FACILITY       | \$9,463.33                 |
| EFT1914                    | WADIFARM CONSULTANCY SERVICES            | CONSULTANCY SERVICES                 | \$3,630.00                 |
| EFT1915                    | MJB INDUSTRIES                           | PARTS / EQUIPMENT MOWEN ROAD PROJECT | \$10,845.08                |
| EFT1916                    | NANNUP SURVEYS                           | SUPPLIES                             | \$7,156.93                 |
| EFT1917                    | NANNUP SKIP BINS                         | SKIP BINS MOWEN ROAD PROJECT         | \$140.00                   |
| EFT1918                    | IMINI HOLDINGS PTY LTD                   | HIRE OF TRANSPORTABLES               | \$1,573.00                 |
| EFT1919                    | SETTLERS ROOFING AND GRADING             | WORKS MOWEN ROAD PROJECT             | \$12,276.00                |
| EFT1920                    | PM TREASURE - EARTHMOVING CONTRACTOR     | EARTHWORKS MOWEN ROAD PROJECT        | \$19,635.00                |
| EFT1921                    | ROBERT O'SULLIVAN                        | REIMBURSEMENT OF EXPENSES            | \$352.00                   |
| EFT1922                    | MICKS TRUCK & TRAILER REPAIRS            | FABRICATE STAND PIPE                 | \$7,150.00                 |
| EFT1923                    | PC MACHINERY                             | TOPCON DIGITAL LASER, TRIPOD & STAVE | \$5,357.00                 |
| EFT1924                    | COURIER AUSTRALIA                        | FREIGHT CHARGES                      | \$55.15                    |
| EFT1925                    | COATES HIRE                              | HIRE OF EQUIPMENT                    | \$12,227.88                |
| EFT1926                    | HOLCIM AUSTRALIA PTY LTD                 | WORKS MOWEN ROAD PROJECT             | \$15,109.44                |
| EFT1927                    | CORPORATE EXPRESS                        | FIRE PERMIT BOOKS                    | \$62.04                    |
| EFT1928                    | KIM DAWE                                 | FOOTPATH CONSTRUCTION                | \$14,171.00                |
| EFT1929                    | D & J MILLER (DO YOUR BLOCK CONTRACTING) | WORKS MOWEN ROAD PROJECT             | \$8,767.00                 |
| EFT1930                    | K & C HARPER                             | MAINTENANCE SHIRE DEPOT              | \$1,296.90                 |
| EFT1931                    | GREG MADER EARTHWORKS                    | EARTHWORKS MOWEN ROAD PROJECT        | \$137,502.75               |
| EFT1932                    | MUIRS MANJIMUP                           | PARTS / EQUIPMENT                    | \$238.21                   |
| EFT1933                    | NANNUP HARDWARE & AGENCIES               | SUPPLIES                             | \$6,834.11                 |
| EFT1934                    | NANNUP EZIWAY SELF SERVICE STORE         | REFRESHMENTS                         | \$191.29                   |
| EFT1935                    | NANNUP COMMUNITY RESOURCE CENTRE         | NOV SHIRE NOTES                      | \$319.00                   |
| EFT1936                    | SUGAR MOUNTAIN ELECTRICAL SERVICES       | WORKS SHIRE DEPOT                    | \$2,072.80                 |
| EFT1937                    | VASSE EXPRESS COURIER                    | FREIGHT CHARGES                      | \$110.00                   |
| <b>TOTAL EFT PAYMENTS:</b> |  |                                      | <b><u>\$848,008.01</u></b> |

|       |                                     |  |            |
|-------|-------------------------------------|--|------------|
| 18298 | BLACKWOOD CAFE - ARIHIA PTY LTD     | YAC REFRESHMENTS                                 | \$55.40    |
| 18299 | DEPARTMENT FOR TRANSPORT            | VEHICLE REGISTRATION                             | \$72.65    |
| 18300 | TOTAL TELEPHONE                     | OFFICE EQUIPMENT                                 | \$24.95    |
| 18301 | WORK CLOBBER                        | PROTECTIVE CLOTHING                              | \$150.00   |
| 18302 | BUNNINGS- BUSSELTON                 | SUPPLIES   | \$607.57   |
| 18303 | HAMISH ROBINSON                     | UPKEEP OF STRATEGIC FIREBREAKS - COCKATOO VALLEY | \$560.00   |
| 18304 | NANNUP BOWLING CLUB                 | HIRE FOR AGED FRIENDLY CONSULTATION              | \$100.00   |
| 18305 | DEPARTMENT FOR TRANSPORT            | VEHICLE REGISTRATION                             | \$3,209.30 |
| 18306 | RENDEZVOUS OBSERVATION CITY HOTEL   | STAFF TRAINING ACCOMMODATION                     | \$636.50   |
| 18307 | SHIRE OF NANNUP                     | PETTY CASH REIMBURSEMENT                         | \$119.80   |
| 18308 | SERENA HABITATS GARDEN DESIGN       | SUPERVISION - SENIORS ACTIVITIES X 2             | \$140.00   |
| 18309 | B.J. & F.H. TOMAS                   | WORKS - MOWEN ROAD PROJECT                       | \$4,208.38 |
| 18310 | AMP LIFE LTD                        | SUPERANNUATION CONTRIBUTIONS                     | \$794.35   |
| 18311 | AUSTRALIAN SUPER                    | SUPERANNUATION CONTRIBUTIONS                     | \$286.90   |
| 18312 | WESTSCHEME                          | SUPERANNUATION CONTRIBUTIONS                     | \$296.02   |
| 18313 | IIML ACF IPS APPLICATION TRUST      | SUPERANNUATION CONTRIBUTIONS                     | \$302.40   |
| 18314 | HOSTPLUS EXECUTIVE                  | SUPERANNUATION CONTRIBUTIONS                     | \$79.37    |
| 18315 | ARTWRAP                             | CORPORATE CHRISTMAS CARDS                        | \$161.00   |
| 18316 | BUSSELTON INTERIORS                 | MAINTENANCE NANNUP BOWLING CLUB                  | \$841.50   |
| 18317 | WARREN BLACKWOOD STRATEGIC ALLIANCE | CONTRIBUTIONS - TRAILS PROJECT                   | \$4,400.00 |
| 18318 | BULLIVANTS                          | PARTS / EQUIPMENT                                | \$503.99   |

**SCHEDULE OF ACCOUNTS PAYABLE**  
**SHIRE OF NANNUP**  
**SUBMITTED TO COUNCIL'S NOVEMBER 2010 MEETING**

| Chq/EFT                       | Name                     | Description                 | Amount                    |
|-------------------------------|--------------------------|-----------------------------|---------------------------|
| 18319                         | DEPARTMENT FOR TRANSPORT | VEHICLE REGISTRATION        | \$48.60                   |
| 18320                         | SCOTTIES EXCAVATIONS     | WORKS MOWEN ROAD PROJECT    | \$17,546.00               |
| 18321                         | POLICE LEGACY            | DONATION TO POLICE GOLF DAY | \$100.00                  |
| 18322                         | BUNNINGS- BUSSELTON      | GARDEN SUPPLIES             | \$22.80                   |
| 18323                         | HAMISH ROBINSON          | FIRE BREAK MAINTENANCE      | \$330.00                  |
| 18324                         | DEPARTMENT FOR TRANSPORT | VEHICLE REGISTRATION        | \$1,370.40                |
| 18325                         | SCOTTIES EXCAVATIONS     | WORKS MOWEN ROAD PROJECT    | \$21,719.50               |
| 18326                         | WORK CLOBBER             | PROTECTIVE CLOTHING         | \$947.50                  |
| <b>TOTAL CHEQUE PAYMENTS:</b> |                          |                             | <b><u>\$59,634.88</u></b> |

|                             |                        |                      |                           |
|-----------------------------|------------------------|----------------------|---------------------------|
| 99203                       | SG FLEET AUSTRALIA P/L | LEASE VEHICLE - CESM | \$910.44                  |
| 99204                       | BP AUSTRALIA           | FUEL EXPENSES        | \$7,040.25                |
| 99205                       | CALTEX AUSTRALIA       | FUEL EXPENSES        | \$5,104.05                |
| 99206                       | TELSTRA                | TELEPHONE EXPENSES   | \$939.01                  |
| 99207                       | WESTNET                | INTERNET EXPENSES    | \$154.84                  |
| <b>TOTAL DIRECT DEBITS:</b> |                        |                      | <b><u>\$14,148.59</u></b> |

**TRUST ACCOUNT PAYMENTS**

|                              |               |                |                        |
|------------------------------|---------------|----------------|------------------------|
| 22734                        | CIRCUS ROYALE | REFUND OF BOND | \$160.00               |
| <b>TOTAL TRUST PAYMENTS:</b> |               |                | <b><u>\$160.00</u></b> |

|   |                            |
|---|----------------------------|
| <b>Total Municipal Payments</b>                       | <b>\$921,791.48</b>        |
| <b>Total Trust Payments</b>                           | <b>\$160.00</b>            |
| <b>Total Payments for Period 15/09/10 to 14/10/10</b> | <b><u>\$921,951.48</u></b> |

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

### **8512 PINKERTON / MELLEMA**

That new business of an urgent nature be introduced to the meeting:

11 (A) 1 Contribution – Bush Fire Early Warning Alert System

**CARRIED 8/0**

#### **(a) OFFICERS**

|  |
|--|
| AGENDA NUMBER: 11 (A) 1<br>SUBJECT: Contribution – Bush Fire Early Warning Alert System<br>LOCATION/ADDRESS: Darradup/Jalbarragup<br>NAME OF APPLICANT: South West Development Commission<br>FILE REFERENCE: FRC 15<br>AUTHOR: Shane Collie – Chief Executive Officer<br>DISCLOSURE OF INTEREST:<br>DATE OF REPORT: 24 November 2010 |
|--|

Attachment: Email correspondence – South West Development Commission.

#### **BACKGROUND:**

Per today's Information Report Council members would recall a funding application was submitted to install a Bushfire Early Warning Alert System in the Jalbarragup/Darradup areas through the South West Development Commission. The submission in approximately August this year was unsuccessful.

In October 2010 the Development Commission reviewed the application and called for its resubmission following the Layman fire which threatened the community. This was undertaken and advice has been received that the submission has now been successful however the Minister responsible has not yet made the formal announcement, which was expected to be on 23 November 2010.

Further background including testing map is included as part of today's Information Report referred to above.

#### **COMMENT:**

The grant funding is \$95,000 and covers both Darradup/Jalbarragup and Yallingup. There is a contribution from Council required up to \$5,000 and should this be confirmed today the process of installing the system can be implemented in January/February 2011 rather than later in the fire season.

The shortcoming in emergency communications in this area was clearly evident during the Layman fire incident. These shortcomings were all present before, however a wider audience is now privy to them and this has no doubt influenced the decision of the South West Development Commission to fund the project. The funding granted is clearly welcome and Council is urged to commit to the requested contribution amount of \$5,000 to secure the far larger amount that will enable the project to proceed.

The issues in communications at Darradup/Jalbarragup relate mainly to mobile phone coverage, reasonable radio broadcasting and are coupled with the relative isolation of the community and its significant fire risk.

Testing undertaken on 1 November 2010 was successful in terms of area coverage. The intent of the program is to locate in each household (those who consent) a box similar in size to a modem which will activate an alarm if a fire situation is imminent as well as provide other relevant fire information.

While there are certainly some issues that would need to be worked through, such as if there are not enough receivers for all households, the support of the project is considered to be well justified. Council's approval of part funding is hence recommended as soon as possible in order that the units can be installed as early in the fire season as can be arranged.

The expenditure would need to be accounted for when Council undertakes its normal budget reviews later in the financial year.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** \$5,000 unbudgeted expenditure.

**STRATEGIC IMPLICATIONS:** Nil.

**RECOMMENDATION:**

That Council approve unbudgeted expenditure of \$5,000 as a contribution toward the installation of an Early Warning Bushfire Alert System for the Darradup/Jalbarragup area.

**8513 BOULTER / PINKERTON**

That Council approve unbudgeted expenditure of \$5,000 as a contribution toward the installation of an Early Warning Bushfire Alert System for the Darradup/Jalbarragup area.

**CARRIED 8/0 BY ABSOLUTE MAJORITY**

**Shane Collie**

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**From:** Ashley Clements [ashley.clements@swdc.wa.gov.au]  
**Sent:** Tuesday, 23 November 2010 4:28 PM  
**To:** Shane Collie  
**Subject:** Funding for Bushfire warning system

Hi Shane

At its November meeting, the Board of the South West Development Commission approved \$95,000 to fund the operational trial of a bushfire warning system in Jalbarragup and Yallingup.

The funding will be provided to the Shire for the purposes of the trial.

The majority of the funding(\$84,500) will be provided for the Jalbarragup trial as the site required a transmitter, tower and 50-70 receivers to cover the majority of the permanent residents in the area. The remaining funding will go towards additional receiver units for the Yallingup trial.

The area of coverage for the trial will be the Jalbarragup community.

**Ashley Clements | Infrastructure & Technology**  
**South West Development Commission**

9th Floor, Bunbury Tower, 61 Victoria Street | PO Box 2000 | BUNBURY WA 6230  
Phone: 08 9792 2000 | Fax: 08 9791 3223 | Mobile: 0429 851 593  
Email: [ashley.clements@swdc.wa.gov.au](mailto:ashley.clements@swdc.wa.gov.au)  
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**(b) ELECTED MEMBERS**

Nil.

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

Nil.

**13.QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil.

**14.CLOSURE OF MEETING**

There being no further business to discuss the Shire President declared the meeting closed at 5.30pm.