



Minutes

Public Copy

Council Meeting held Thursday 28 January 2016

Unconfirmed

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Minutes

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 16:15 hours

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

ATTENDANCE:

Shire President: Cr A Dean

Deputy Shire President: Cr R Mellema

Councillors: C Gilbert, R Longmore, N Steer, A Slater, C Stevenson and P Fraser

Peter Clarke – Chief Executive Officer

Tracie Bishop – Manager Corporate Services

APOLOGIES:

Nil

LEAVE OF ABSENCE:

Nil

VISITORS: Mr L Gilchrist, Ms Val Russell, Ms Rita Stallard, Ms Julia Kay, Mrs Pat Twiss, Mrs Jan Brenkman, Mr and Mrs Bottomore and Mr Leigh Fletcher (Council Ranger)

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.

Nil

4. PUBLIC QUESTION TIME:

Public question time commenced at: 16:16 hours.

Mrs Jan Brenkman

Q1: I note in Item 12.6 of the Agenda which relates to the Proposed "Designated Dog Exercise Areas" that the CEO has only recommended one site and I would urge Council to re-consider the Nannup Golf Course as an option as the recommended area is in places overgrown, with snakes being a potential problem, and the track is quite narrow in places.

Shire President responded:

- A1. Council will give due consideration to the recommendation but also the submissions received in determining the proposed Exercise Area/s.

Mr Len Gilchrist

- Q2: During the deliberations for the 2015 Citizen of the Year, did Cr Longmore, or did he not, publically state that he would resign from Council if his spouse did not receive the Citizen of the Year Award;

and if in the affirmative,

Why wasn't the matter notified to the Minister for Local Government at the time. Surely this must be a breach of Council's own Code of Conduct and probably a breach of the Local Government itself?

Shire President responded:

- A2. The Shire President advised that the above questions would be taken on notice and a formal response prepared in due course.

Mr Colin Bottomore

- Q3. With Council only considering the proposed "Dog Exercise Areas" at this meeting, why then was I issued with an Infringement Notice for having my dog off the lead. Because of these circumstances, will Council consider withdrawing the Infringement Notice?

Chief Executive Officer responded:

- A3. It has always been the requirement to have dogs on leads and this has been advertised in the *"Telegraph Newsletter"* on numerous occasions advising residents of this obligation in accordance with the Dog Act 1976. It is understood that you had been warned by the Ranger previously of the requirement yet had ignored this directive. It is suggested that you write to Council outlining the circumstances in relation to the Infringement Notice and due consideration will be given to the request for withdrawal of the Infringement.

Ms Rita Stallard

- Q4. Firstly I applaud the Council in appointing a Ranger. If Council was to approve the recommendation in Item 12.6 of the Agenda what would happen if I continued to walk my dog on a lead on the Golf Course?

Shire President responded:

- A4. As long as the dog was on a lead there would be no issue. The Golf Club has advised that it has no objections to people walking their dogs on the Course as long as they are on a lead.

- Q5. What is happening with the "Old Boiler" that was at the Recreation Centre?

Shire President responded:

- A4. The "Old Boiler" is currently located at the Shire Depot and Council will be considering a location for its eventual siting and a number of suggestions have been put forth but a decision has yet to be made.

- Q6. Could shade cloth or some other shade structure please be installed at the western entrance to the Recreation Centre Basketball court as this has been an issue for many years?

Shire President responded:

- A6. With the new concourse and ramp now constructed at this entrance it seems logical that a shade structure be erected at this entrance and Council will consider this in the upcoming 2016/2017 Budget.

- Q7. What are the solar panels at the Caravan Park utilised for and who paid for them?

Shire President responded:

- A7. The Lessee of the Caravan Park sought Planning Approval from Council for the installation of the solar panels as a means of saving on power costs at the site and all costs associated with purchase and installation were borne by the Lessee.

- Q8. Why have the RAC Electric Highway Chargers been placed at this location, one of the only shady areas to park and with special bays on both sides, it takes up valuable parking spaces and who paid for them and ongoing electrical fees?

Shire President and Chief Executive Officer responded:

- A8. The location for siting the Chargers was based purely on costs as a number of sites were presented to RAC and Western Power with this site being the least expensive to supply the appropriate power. Currently RAC is covering all power costs and will do so until 31 March 2016. Following this promotional period the users will pay \$10.00 per charge. It normally costs under \$5.00 to charge a vehicle but the additional fees will assist Council in ongoing maintenance of the Chargers.

- Q9. Is it true that Council must adopt, and cannot vote against, the recommendations provided by Council staff in the Agendas?

Shire President and Chief Executive Officer responded:

- A9. Definitely not. The Officers are required to provide recommendations and it is the prerogative of Council to either accept, reject or alter the recommendation. You may have noticed in previous Minutes where Council has changed a recommendation, a notation is made of this to explain the reasons for the change.

Mrs Pat Twiss

- Q10. With all the work carried out in the Main Street I am appalled that Forrest Street was not included in these works when I was informed by the Project Manager that these works would be undertaken. Does Council intend to remedy this situation and provide kerbing, a suitable site for the rubbish bins and a general improvement in Forrest Street's appearance?

Shire President and Chief Executive Officer responded:

- A11. Council is aware of this matter and actually discussed such works at its Information Session prior to the commencement of this meeting. At this stage staff are currently ascertaining whether there will be monies left over from the Main Street project to undertake the works in the current project or alternatively, list the works in the 2016/2017 Budget.
- Q12. I, together with other residents, are concerned at the state of the roads at the bottom of the Bridgetown hill, especially around the lake and would these be considered appropriate for fire access and fire breaks? Also there is a significant blackberry infestation in this area and whose responsibility is this?

Shire President responded:

- A12. The roads that you mention are on private land and the blackberry infestations are either the landholder's responsibility or the Department of Agriculture to control. In respect to firebreak provisions, the Shire President advised that he would take this on notice and provided a formal response to Mrs Twiss.

Public Question Time finished at 16.37pm

5. **APPLICATIONS FOR LEAVE OF ABSENCE**
Nil
6. **PETITIONS/DEPUTATIONS/PRESENTATIONS**
Nil

7. DECLARATIONS OF INTEREST

The Shire President advised that the following Declarations of Interest from Councillors and staff had been submitted:-

The Chief Executive Officer had declared an Impartiality Interest in Item 12.6 relating to "Proposed Dog Exercise Areas" as he was a member of the Nannup Golf Club.

Cr Steer had declared an Impartiality Interest in Item 12.6 relating to "Proposed Dog Exercise Areas" as he was a member of the Nannup Golf Club.

Cr Dean had declared an Impartiality Interest in Item 12.6 relating to "Proposed Dog Exercise Areas" as he was a member of the Nannup Golf Club.

Cr Dean had declared a Proximity Interest in Item 12.8 relating to "Lot 66 Laneway linking Walter Street to Adam Street" as his business premises adjoins the laneway.

Cr Gilbert had declared a Proximity Interest in Item 12.8 relating to "Lot 66 Laneway linking Walter Street to Adam Street" as he is the adjacent owner of Lots 4 and 5 of Lot 29.

Cr Longmore had declared an Impartiality Interest in Item 12.10 relating to "Nannup Kindergarten Building – Expressions of Interest of Proposed Usage" as he is a Life Member of the Nannup Music Club and the Clubs EOI submitted for use of this building

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

16001 STEER/FRASER

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 26 November 2015 be confirmed as a true and correct record.

CARRIED (8/0)

9. MINUTES OF COUNCIL & OTHER COMMITTEES

9.1 WALGA South West Zone

That Council receives the Minutes of the WALGA South West Zone Meeting held 27 November 2015.

9.2 WBAoC Board Meeting

That Council receives the Minutes of the WBAoC Board Meeting held 1 December 2015

9.3 Blackwood River Valley Marketing Association Inc

That Council receives the Minutes of the Blackwood River Valley Marketing Association Inc Committee Meeting held 9 December 2015.

The above Minutes were received and noted as there were no recommendations contained that required Council decisions.

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION
Nil

11. REPORTS BY MEMBERS ATTENDING COMMITTEES

Cr Fraser advised that she had attended the following meetings/events:

- 18/12/15 – Carlotta Christmas Tree function
- 20/12/15 – Nannup Carol Service
- 16/01/16 – Jean Marlow's 90th Birthday
- 26/01/16 – Australia Day Celebrations
- 27/01/16 – Family Fun Day

Cr Longmore advised that he had attended the following meetings/events:

- 01/12/15 – Warren Blackwood Alliance of Councils meeting in Nannup.
- 09/12/25 – Blackwood Basin Working Group
- 15/12/15 – Lower Blackwood Catchment LCDL AGM.

12. REPORTS OF OFFICERS

AGENDA NUMBER:	12.1
SUBJECT:	Wood Encouragement Policy
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	WA Forest Communities Network
FILE REFERENCE:	
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	4 January 2016

BACKGROUND:

On the 25th November 2015, Cr Longmore attended a "Wood in Focus Forum" in Bunbury that was organised by the WA Forest Communities Network (WA FCN). Cr Longmore did report his attendance at the Forum at the November 2015 Ordinary Council meeting.

Following the above Forum, WA FCN representatives presented to the WA South West Zone of WALGA meeting in Boyup Brook on 27 November 2015. At that meeting the WA FCN promoted the member councils of the Zone to individually adopt a Wood Encouragement Policy.

COMMENT:

For Councilor's information, the WA Forest Communities Network provides a structure for members within timber communities and communities of interest across West Australia.

The mission of WA FCN is to represent and act in the best interests of communities which are associated with forest and timber sectors in Western Australia and to foster a healthy and sustainable future for those communities and their associated forests.

Since the above presentations the CEO has been contacted by the WA FCN advising that they are enthusiastic to progress the Policy and would be happy to work with the Shire of Nannup in the implementation of such a Policy.

The following is a pro forma Policy provided by WA FCN that has been adopted by some local government authorities in the Eastern States:-

Policy Objectives

- *To stimulate sustainable economic development within the Shire of Nannup timber and wood products industry and encourage value adding products within the timber industry;*
- *To encourage the use of wood in the construction and fit out of Council buildings and infrastructure;*
- *To recognise all of the benefits that make wood a smart choice for Council buildings and infrastructure;*
- *To share information and encourage education regarding the benefits of using wood in construction and fit out of buildings and infrastructure;*
- *To demonstrate local and national leadership by enacting the Wood Encouragement Policy on Council buildings and infrastructure;*
- *To encourage the use of wood in demonstration projects across the municipality;*
- *To align with opportunities for State and Federal funding;*
- *To reinforce Council's preference for quality wood buildings in the development of briefs for projects;*
- *To promote the industry as a renewable resource, capturing the environmental benefits of the resource.*

Implementation

Council recognises the importance of the forest and wood products industry to both the Local Government Area and the broader region. Central to Council's commitment to job retention and creation is supporting significant local industry in order to secure jobs and leverage further investment.

Council will encourage the increased utilisation of wood in Council assets by:

1. *Ensuring that all briefs for new Council projects incorporate the requirement to use wood as the preferred material for both construction and fit out purposes, where wood is deemed a suitable material for the proposed application;*
2. *Seeking those who can find, practical, efficient, versatile and cost-effective building and design solutions using wood when sourcing design and architectural expertise;*
3. *Ensuring that all comparisons to the cost of building with other materials will take into account all long-term and life cycle benefits of using wood;*
4. *Where possible, sourcing locally produced wood products for construction and fit out purposes;*
5. *Being a champion of the forest and wood products industry, by establishing this policy and demonstrating commitment to the further development of the local forest and wood products industry;*
6. *Actively seeking demonstration projects that showcase the use of wood within the local government area;*
7. *Actively working to attract new, innovative wood products manufacturers to the LGA.*

In using wood as a preferred construction material for Council infrastructure, Council will have regard to:

- 1. The utilisation of wood products that meet the Australian Forest Standard, Program for the Endorsement of Forest Certification and/or Forest Stewardship Council certifications; maintenance required throughout the life of the project;*
- 2. Pest and fungus protection; and*
- 3. Using wood only when it is the right material for the selected application.*

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS:

Inclusion of the above in the Policy Manual Review of January 2016

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013-2023 – Our Economy - Strategy 2.1, The Big Picture – Promote innovative ideas and value add to businesses and industry.

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

As a show of support to the timber industry in the Shire of Nannup and the WA Forest Communities Network, Council adopts the Wood Encouragement Policy as outlined within the above report.

16002 LONGMORE/MELLEMA

As a show of support to the timber industry in the Shire of Nannup and the WA Forest Communities Network, Council adopts the Wood Encouragement Policy as outlined within the above report.

CARRIED (7/1)

Cr Stevenson voted against the motion.

AGENDA NUMBER:	12.2
SUBJECT:	Review of Shire of Nannup Policy Manual
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 22
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	4 January 2016
ATTACHMENT	12.2.1 – Shire of Nannup Policy Manual highlighting appropriate amendments (Sent via E-mail)

BACKGROUND:

Policies set guiding direction for Council staff to manage the operations of the Shire on a day to day basis without the need to present matters to Council meetings for consideration.

In previous years, reviews of individual Policies were undertaken on an as needs basis however, it is considered that a whole of Policy Manual annual review ensures that Council's Policies remain current and in keeping with current management practices. Therefore, Council's Management team has undertaken such a review.

COMMENT:

Section 2.7(2)(b) of the *Local Government Act 1995* requires Council to determine the local government's policies. The *Act* does not prescribe specific timeframes for the review of Policies however, it is intended to conduct similar reviews on an annual basis.

Minor changes have been made to existing Policies and two new Policies have been introduced, namely:-

Use of Council Credit Card Policy

Council Auditors have recommended that a dedicated "Use of Council Credit Card" Policy be introduced to ensure standardised procedures for purchases via the Credit Card are in place.

Wood Encouragement Policy

As indicated in Item 12.1, the WA Forest Communities Network has been encouraging local government authorities to adopt such a Policy and as it relates to an important industry within the Shire of Nannup, it would seem logical to convey such support. The adoption of the Policy relates only to the Shire's buildings and does not restrict the use of other building materials.

STATUTORY ENVIRONMENT:

Section 2.7(2)(b) of the *Local Government Act 1995* prescribes in part, that the role of a Council is to determine the local government's policies.

POLICY IMPLICATIONS:

Annual review of Shire of Nannup Policy Manual.

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That Council adopts the inclusion of a "Use of Council Credit Card" and "Wood Encouragement" Policies plus general amendments to individual Policies as proposed and presented in the 2016 Review of the Shire of Nannup Policy Manual.

16003 SLATER/STEER

That Council adopts the inclusion of a "Use of Council Credit Card" and "Wood Encouragement" Policies plus general amendments to individual Policies as proposed and presented in the 2016 Review of the Shire of Nannup Policy Manual.

CARRIED (8/0)

AGENDA NUMBER:	12.3
SUBJECT:	Review of Delegations Register
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 22
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	4 January 2016
ATTACHMENT:	12.3.1 – Shire of Nannup Delegations Register (Sent via E-mail)

BACKGROUND:

Section 5.46(2) of the *Local Government Act 1995* requires a local government to review its delegations to officers at least once every financial year.

The *Act* enables Council to delegate many of its functions and powers to officers and committees for the purpose of facilitating the smooth running of Council's operations.

Where a delegation is delegated to the Chief Executive Officer, this can be further delegated to other officers and this is noted in each delegation.

COMMENT:

The last review of delegations Register was in March 2015.

Other than the recommended revocation of Delegations 67 and 81, only minor wording amendments are proposed in the latest review which are highlighted in the attached Register.

Delegation 67 relates to Power Dinghy Racing Boat Club Event and it is considered that as Council has no jurisdiction over the land on which the Event is conducted, this Delegation has no relevance.

Delegation 81 relates to powers associated the *Cat Act 2011* and rather than having two separate Delegations for the *Dog Act 1976* and *Cat Act 2011*, Delegation 81 has been incorporated into delegation 51.

STATUTORY ENVIRONMENT:

Section 5.46(2) of the *Local Government Act 1995*.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That pursuant to Section 5.42 of the *Local Government Act 1995*, Council Revokes Delegations 67 and 81 and approves of the proposed minor wording amendments to the remaining delegations contained within the Shire of Nannup Delegations Register.

16004 GILBERT/SLATER

That pursuant to Section 5.42 of the Local Government Act 1995, Council Revokes Delegations 67 and 81 and approves of the proposed minor wording amendments to the remaining delegations contained within the Shire of Nannup Delegations Register.

CARRIED (8/0)

AGENDA NUMBER:	12.4
SUBJECT:	Former Quannup Pastoral Lease
LOCATION/ADDRESS:	Part of Lot 13335
NAME OF APPLICANT:	Department of Lands
FILE REFERENCE:	ADM 38A
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	6 January 2016
ATTACHMENT:	12.4.1 – Draft Quannup Licence Agreement

BACKGROUND:

Following the expiry of the Quannup Pastoral Lease on 30 June 2015 and the decision by the State Government not to renew the Lease, Council has been in discussions with the Department of Lands (DoL) regarding future tenure of the land.

During the initial discussions regarding land tenure, the Department proposed to grant the Shire of Nannup with a Licence Agreement under Section 91 of the *Land Administration Act 1997 (LAA)* over at least part of the land that Council had originally identified for potential development for "Tourism and Recreation" purposes. The Department had advised that the Licence would provide the Shire with authority to undertake further feasibility studies in developing its vision for the future of the land. The Licence Agreement would not allow any physical works or development and would include conditions requiring the Shire:-

- *To consult with DPaW, DoL and local indigenous people (and other relevant Government agencies) in developing its vision for the site; and*
- *To develop options for best achieving outcomes in land tenure terms.*

COMMENT:

The Department has now forwarded to Council a Draft Licence Agreement under Section 91 of the *LAA* for Council consideration. The Draft Licence does cover the above matters in Clause 2 relating to Grant of Licence.

The CEO contacted DoL to indicate that the term of 3 years with the option for a further term of 3 years as being somewhat limited considering the amount of investigations and planning that Council would need to undertake to present

future uses for the land and had suggested that a 5 year plus 5 year further term would be more appropriate.

DoL responded that DPaW had requested that a decision of the future management of the land be determined within a reasonable period. DoL had acknowledged that there had been previous discussions regarding a 10 year Licence. DoL is prepared to support the 5 plus 5 year arrangement however there will need to be some level of agreement on an outline of a plan of how to progress investigations into future management. DoL further advised that the issue of management is likely to come more to the fore in the second half of 2016 when it knows the outcomes of the proposed South West Native Title settlement negotiations and associated indigenous land use agreements.

It is considered that if Council is to be a party to the Licence Agreement proposed by DoL, considerable funding will need to be allocated in the 2016/2017 Budget and subsequent years for geotechnical, engineering, environmental investigations/surveys and any other investigations required as outlined in the Grant of Licence conditions. At this stage costs are unknown but they would be substantial.

The Business Plan that was commissioned by Council in 2014 relating to the "Development of the Quannup Pastoral Lease" does not address any of the above issues and was merely a first stage to promote the potential uses of the land.

STATUTORY ENVIRONMENT:

Licence Agreement under Section 91 of the *Land Administration Act 1997*.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Budget allocation for investigations/surveys in 2016/2017 and subsequent years.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan – Strategy 2.1 The Big Picture, Strategy 2.2 Tourism/Recreation and Strategy 4.3 Our Sustainable Future.

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That prior to Council committing to the Department of Land Licence Agreement for the Quannup land, a workshop be held in early February 2016 to discuss the full ramifications and commitments that Council would be required to undertake to promote/advance potential development of the land.

16005 STEER/GILBERT

That prior to Council committing to the Department of Land Licence Agreement for the Quannup land, a workshop be held in early February 2016 to discuss the full ramifications and commitments that Council would be required to undertake to promote/advance potential development of the land.

CARRIED (8/0)

Shire of Nannup
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AGENDA NUMBER:	12.5
SUBJECT:	Shires of Esperance, Waroona and Harvey Bush Fires – Proposed Donations
LOCATION/ADDRESS:	
NAME OF APPLICANT:	N/A
FILE REFERENCE:	
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	13 January 2016

BACKGROUND:

The Western Australian Local Government Association (WALGA) has advised that local governments in WA can provide financial support to the Shires of Esperance, Waroona and Harvey following the devastating bush fires and this can be done via the Lord Mayors Disaster Relief Fund or a direct donation to the Shire itself.

COMMENT:

WALGA has advised that whilst the Lord Mayors Disaster Relief Fund is a mechanism for individuals and organisations to donate to affected community members, it is limited in its application. WALGA has advised that a number of councils have indicated that they would prefer to donate funds directly to the individual Shires to assist with recovery efforts. The Lord Mayor's Fund is tied and must go direct to people who have suffered in an event.

Acknowledging the effects that disasters have on individuals, WALGA has advised in many cases Local Governments also suffer hardship and additional services and funding is needed.

It is considered that the Shire of Nannup should be providing a donation to the Shires of Esperance, Waroona and Harvey to assist them at this time as Nannup could find itself in a similar situation and would appreciate similar financial support from the local government fraternity.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Council does have a Budget allocation for donations however the recommended donations will exceed the 2015/2016 Budgeted amount. It is proposed that the additional expenditure would be addressed at the 2015/2016 Budget Review.

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Absolute Majority

RECOMMENDATION:

That Council donates \$1,000 each to the Shires of Esperance, Waroona and Harvey to assist them in the recovery phase following the recent devastating bush fires and that to compensate for the overspend on the 2015/2016 Budgeted amount for donations, this be addressed during the 2015/2016 Budget Review.

16006 FRASER/MELLEMA

That Council donates \$1,000 each to the Shires of Esperance, Waroona and Harvey to assist them in the recovery phase following the recent devastating bush fires and that to compensate for the overspend on the 2015/2016 Budgeted amount for donations, this be addressed during the 2015/2016 Budget Review.

CARRIED BY ABSOLUTE MAJORITY (8/0)

The Chief Executive Officer had declared an Impartiality Interest in Item 12.6 relating to "Proposed Dog Exercise Areas" as he was a member of the Nannup Golf Club.

Cr Steer had declared an Impartiality Interest in Item 12.6 relating to "Proposed Dog Exercise Areas" as he was a member of the Nannup Golf Club.

Cr Dean had declared an Impartiality Interest in Item 12.6 relating to "Proposed Dog Exercise Areas" as he was a member of the Nannup Golf Club.

As the above declarations were Impartiality Interests there was not the requirement to vacate the Chamber and Crs Dean and Steer could participate in discussion and vote upon the matter.

AGENDA NUMBER:	12.6
SUBJECT:	Proposed Dog Exercise Areas
LOCATION/ADDRESS:	Nannup Town Site
NAME OF APPLICANT:	Jan & Wouter Brenkman
FILE REFERENCE:	WRK 28
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	Peter Clarke – Impartiality Interest - Member of the Nannup Golf Club
DATE OF REPORT:	18 January 2016
ATTACHMENT:	12.6.1 - Supporting documentation supplied by the applicant in relation to allocation of Dog Exercise areas plus additional submissions received during the advertising period.

BACKGROUND:

At the November 2015 Information Session the CEO advised Council that correspondence had been received from Mr and Mrs Brenkman dated 18 November 2015, requesting Council to allocate a designated Dog Exercise Area/s within the Nannup town site.

Mr and Mrs Brenkman had written on behalf of eleven (11) other Nannup residents advising that there is a definite need for areas to be assigned where dog owners can exercise their dogs freely off the leash. Mr and Mrs Brenkman also believe that designated exercise areas would also assist the Shire's new Ranger in the policing of dogs not on a leash in other areas of the town site and provided supporting documentation from surrounding local government areas

where multiple dog exercise areas had been approved within specific time frames.

Mr and Mrs Brenkman have suggested the following areas as Dog Exercise areas for consideration by Council:-

- The Nannup Golf Course area including the track around the oval when not in use; and
- The area south of the foreshore (between Brockman and Forrest Streets).

On 6 January 2016 Mr and Mrs Brenkman forwarded additional correspondence seeking clarification on the status/ownership of the walk trails parallel to the river as there had been confusion as to who has jurisdiction over this land.

***Note:** In respect to Mr & Mrs Brenkman's query regarding ownership/responsibility for the walk trail parallel to the river, the Shire of Nannup has a formal lease with the Public Transport Authority of WA (PTA) for the purpose of Walk Trails. The Lease was renewed in 2014 for a period of 10 years.*

COMMENT:

At the November Council Information Session, the CEO advised that the *Dog Act 1976* allows the allocation of Dog Exercise areas without the need for amendments to the Local Laws however, community consultation is a requirement in designating such areas.

Therefore it was agreed that an advertisement be placed in the local "*Telegraph*" Newsletter inviting public comment on the allocation of Dog Exercise areas and requesting proposed locations within the Nannup town site. An advertisement was placed in the December 2015 edition of the "*Telegraph*" with comments being received up to Friday, 15 January 2016.

Together with Mr and Mrs Brenkman and the eleven (11) signatories to their letter, eleven (11) other individual submissions were received at the expiration of the advertising period although there (3) of the individual submissions were also signatories to Mr & Mrs Brenkman's submission.

Submissions have proposed the following areas:-

- The Nannup Golf Course at restricted times.
- The area south of the Toilets at Foreshore Park and various places along the walk trail to the Railway Shed.
- The Sports Oval.
- Old Girl Guides Hall Site on Reserve 42287.
- River Foreshore land (not under Shire of Nannup jurisdiction)

The additional submissions are provided as an attachment to the Agenda document for Councillors consideration.

STATUTORY ENVIRONMENT:

Section 31 of the *Dog Act 1976* Relation to Control of Dogs in Certain Public Places

(1) A dog shall not be in a public place unless it is —

- (a) held by a person who is capable of controlling the dog; or
- (b) securely tethered for a temporary purpose,

by means of a chain, cord, leash or harness of sufficient strength and not exceeding the prescribed length.

(2A) Despite subsection (1), a dog shall not be in a public place —

- (a) at all if the place is specified under subsection (2B) as a place where dogs are prohibited at all times; or
- (b) at a time when the place is specified under subsection (2B) as a place where dogs are prohibited at that time.

(2B) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited —

- (a) at all times; or
- (b) at specified times.

(2) A dog is exempt from the requirements of subsection (1) if —

- (a) it is in a dog exercise area specified under subsection (3A); or
- (b) it is in a public place that is in an area of the State outside the metropolitan region or outside a townsite, and that is not a rural leashing area specified under subsection (3B); or
- (c) it is in or on a vehicle; or
- (d) it is being exhibited for show purposes; or
- (e) it is participating in an obedience trial or classes conducted under the auspices of the body known as the Canine Association of Western Australia (Inc.) or a body approved by the local government in whose district the obedience trial or classes are conducted; or
- (f) it is registered as being *bona fide* used in the droving or tending of stock and is being so used or is going to or returning from a place where it will be, or has been, so used; or

- (g) it is a foxhound in a pack *bona fide* engaged in hunting or hound exercise or in going to or returning from hunting or hound exercise; or
- (h) it is being used for retrieving, duck hunting or other customary sporting purposes.

Sections (3A) and (3C) of the *Dog Act 1976*

- (3A) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.(3C) At least 28 days before specifying a place to be —
- (a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or
 - (b) a dog exercise area under subsection (3A)

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013-2023 – Our Community Leadership - Strategy 5.1, Lead, Listen, Advocate, Represent and Provide

VOTING REQUIREMENTS: Absolute Majority

RECOMMENDATION:

That following consideration of the submissions received in respect into proposed Designated Dog Exercise Areas within the Nannup town site, Council identifies the following land to be a "Specified Area" for the purpose of exercising dogs off the lead in accordance with Section 3(A) of the *Dog Act 1976*:-

"The Public Transport Authority of WA land leased to the Shire of Nannup that commences immediately south of the Foreshore Park toilets and which runs parallel to the River terminating at the old Railway Shed".

The Specified Area is to remain in force until the termination/renewal of the Lease in 2024. In allocating the Specified Area, Council advertises same in the local "*Telegraph*" newspaper and erects appropriate signage at various locations along the route.

FRASER/SLATER

That following consideration of the submissions received in respect into proposed Designated Dog Exercise Areas within the Nannup town site, Council identifies the following land to be a "Specified Area" for the purpose of exercising dogs off the lead in accordance with Section 3(A) of the Dog Act 1976:-

"The Public Transport Authority of WA land leased to the Shire of Nannup that commences immediately south of the Foreshore Park toilets and which runs parallel to the River terminating at the old Railway Shed".

The Specified Area is to remain in force until the termination/renewal of the Lease in 2024. In allocating the Specified Area, Council advertises same in the local "Telegraph" newspaper and erects appropriate signage at various locations along the route.

AMENDMENT TO THE MOTION:

16007 GILBERT/SLATER

That following consideration of the submissions received in respect into proposed Designated Dog Exercise Areas within the Nannup town site, Council identifies the following land to be "Specified Areas" for the purpose of exercising dogs off the lead in accordance with Section 3(A) of the Dog Act 1976:-

- *"The Public Transport Authority of WA land leased to the Shire of Nannup that commences 60 metres south of the Foreshore Park toilets and which runs parallel to the River terminating at the old Railway Shed; and*
- *"Reserve 42287 being the Old Girl Guides Hall area vested in Council for the purpose of Recreation".*

In relation to the Specified PTA Area, this is to remain in force until the termination/renewal of the Lease in 2024. In allocating the Specified Areas, Council advertises same in the local "Telegraph" newspaper and erects appropriate signage at various locations along the route

AMENDMENT TO THE AMENDMENT:

MELLEMA/LONGMORE

That the intent of the Amendment be supported however in relation to "Reserve 42287" being supported as a Specified Area, this matter lay on the table until further consultation is undertaken with landholders in the vicinity of the Reserve.

THE AMENDMENT TO THE AMENDMENT WAS PUT AND CARRIED (8/0)

THE AMENDMENT WAS THEN PUT AND CARRIED (8/0)

**THE AMENDED MOTION BECAME THE SUBSTANTIVE MOTION AND WAS
PUT AND DULY CARRIED BY ABSOLUTE MAJORITY (8/0)**

AGENDA NUMBER:	12.7
SUBJECT:	Review of the <i>Local Government (Rules of Conduct) Regulations 2007</i>
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Department of Local Government and Communities
FILE REFERENCE:	ADM 5
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	18 January 2016

BACKGROUND:

The Director General (DG) of the Department of Local Government and Communities writes to advise that the Department has commenced a review of the *Local Government (Rules of Conduct) Regulations 2007* with the release of a consultation paper.

The DG advises that the Regulations, which provide a disciplinary framework to deal with minor breaches by local government councillors, are being reviewed in response to a range of concerns that have been raised by the sector.

A consultation paper has been prepared which sets out findings from the review of the current process and proposes a number of regulatory and process amendments in response to those findings. The proposals encompass four key elements:

1. Amending the regulations to improve clarity and alignment with policy intent.
2. Improving guidance material and complaint documentation.
3. Encouraging mediation and conciliation as an alternative to complaints about interpersonal disputes.
4. Codifying Standards Panel procedures and practice, and simplifying reporting.

The DG encourages local governments to provide comments on the consultation paper and submissions close on **Friday, 4 March 2016**.

COMMENT:

Upon receipt of the above correspondence, the CEO forwarded same via email to Councillors with instructions of how to access the consultation paper on the Department's webpage.

STATUTORY ENVIRONMENT:

Local Government (Rules of Conduct) Regulations 2007

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council consider the proposed amendments to the *Local Government (Rules of Conduct) Regulations 2007* and provide any comments prior to the Ordinary Council Meeting on 25 February 2016, to enable a submission from Council to be forwarded to the Department of Local Government and Communities.

16008 GILBERT/DEAN

That Council consider the proposed amendments to the Local Government (Rules of Conduct) Regulations 2007 and provide any comments prior to the Ordinary Council Meeting on 25 February 2016, to enable a submission from Council to be forwarded to the Department of Local Government and Communities.

CARRIED (8/0)

Cr Dean had declared a Proximity Interest in Item 12.8 relating to "Lot 66 Laneway linking Walter Street to Adam Street" as his business premises adjoins the laneway.

Cr Gilbert had declared a Proximity Interest in Item 12.8 relating to "Lot 66 Laneway linking Walter Street to Adam Street" as he is the adjacent owner of Lots 4 and 5 of Lot 29.

Due to the nature of the Interest having no actual bearing on the recommendation proposed, it was considered that Crs Dean and Gilbert had no direct benefits and that they could participate in discussion and vote upon the matter.

AGENDA NUMBER:	12.8
SUBJECT:	Lot 66 – Laneway Linking Walter Street to Adam Street, Nannup
LOCATION/ADDRESS:	Nannup Town Site
NAME OF APPLICANT:	Roman Catholic Diocese of Bunbury
FILE REFERENCE:	A1461
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	19 January 2016
ATTACHMENT:	12.8.1 – Map showing Catholic Church and proposed carpark and access area.

BACKGROUND:

At the August 2015 Ordinary Meeting of Council, the Roman Catholic Diocese of Bunbury offered Council with the opportunity of purchasing Lot 66, the laneway linking Walter and Adam Streets in the Nannup town site for the sale price of \$10,000.00. Whilst Council expressed an interest in the land, it did resolve at the August meeting that it did not have funds set aside in its 2015/2016 Budget to purchase the land and again requested the Roman Catholic Church to gift the land to the Shire of Nannup.

At the November 2015 Council meeting Information Session, it was reported that a Church representative had contacted the CEO to suggest the possibility on in-kind works being undertaken at the Church site in-lieu of an actual financial purchase of the land. The CEO had advised that the Manager for Infrastructure and the CEO had inspected the Church grounds and considered that works could be undertaken to improve the access and parking area at the Church. This would include the importation of gravel and provision of Council plant to define

the car parking area. These in-kind works had been costed at \$5,000.00. The CEO advised that Council would need to endorse this proposal if it was acceptable to the Church.

COMMENT:

In December 2015 the CEO and Manager for Infrastructure met with a Church representative on-site to discuss the proposed in-kind works.

On Monday, 4 January 2016 the following correspondence was received from the Financial Administrator at Roman Catholic Diocese of Bunbury:-

"I understand the Parish has suggested a number of options for consideration by the Nannup Shire that could facilitate the transfer of the laneway by way of gift rather than outright purchase. One of those options is for the Shire to improve the access and parking area of the Church including the importation of gravel and provision of Shire plant to define the area.

Having consulted with the Parish, the Bishop is prepared to accept this option subject to clarifying the scope of works and agreement from the Shire to meet all costs to transfer the laneway.

Scope of Works

The following scope of works agreed and acceptable to the Bishop.

- 1. Improve vehicular and pedestrian access to the Church*
- 2. Delineating the car park with particular regards to the separation of the Church block from the adjoining block recently sold by the Bishop*
- 3. Importing appropriate quantity and grade of gravel for vehicular movement and parking*
- 4. Appropriately grade the defined parking area for drainage/runoff.*

Costs

The reasonable and proper costs of and incidental to the preparation and conveyance of the laneway to the Shire including stamp duty, and any other fees or charges, shall be borne by the Shire. A written fee estimate of \$1,000 plus GST and disbursements has been received from Lawyers of the Diocese. As agreed, the Diocese will invoice the Shire for these costs upon settlement.

Should this be acceptable to the Shire please convey same to the Diocese of Bunbury who shall arrange for transfer documentation to be executed by both parties and the Shire can plan for the completion of the Scope of Works".

The in-kind works proposed and costs associated with the transfer of the land would still be below the original purchase price proposed by the Roman Catholic Diocese of Bunbury.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Financial outlay associated with the land transfer documentation of approximately \$1,000.00.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013-2023 – Our Built Environment - Strategy 3.2, Planning and Building – Provide Quality Planning Outcomes.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council agrees to undertake in-kind works at the Nannup Catholic Church site by undertaking the scope of works for improved access and construction of a designated gravel parking area to facilitate the transfer of Lot 66 from the Catholic Church to the Shire of Nannup. Council also agrees to reasonable and proper costs of and incidental to the preparation and conveyance of the laneway to the Shire including stamp duty, and any other fees or charges associated with the transfer of land.

16009 SLATER/STEER

That Council agrees to undertake in-kind works at the Nannup Catholic Church site by undertaking the scope of works for improved access and construction of a designated gravel parking area to facilitate the transfer of Lot 66 from the Catholic Church to the Shire of Nannup. Council also agrees to reasonable and proper costs of and incidental to the preparation and conveyance of the laneway to the Shire including stamp duty, and any other fees or charges associated with the transfer of land.

CARRIED (8/0)

AGENDA NUMBER:	12.9
SUBJECT:	Increased Funding Assistance – Nannup Flower and Garden Festival
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Nannup Garden Village Inc.
FILE REFERENCE:	
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	19 January 2016

BACKGROUND:

The Chairperson of the Nannup Garden Village Inc., Ms Heather Walford, has written to Council requesting that it gives consideration to increasing the level of funding for the Nannup Flower and Garden Festival in 2016. Ms Walford advises that the Festival has grown in strength and stature and is recognised as one of the South West's must do events. The event was set up in 2007 as a way to increase visitation to Nannup in August which up until then had been one of the quietest months of the year.

Ms Walford advises that the Festival is now a major economic boost for the town and funding from Lotterywest and Eventscorp is used for a major marketing campaign. The Festival Committee uses TV, press, social media and radio to generate interest in the own and the event for weeks before and after the Festival dates. Local business reports that the event ensures a welcome economic boost during the quieter winter months. Most main street businesses participate in supporting the event by sponsoring flower barrels.

Ms Walford indicates that the Committee appreciates the Shires on-going commitment to purchase the tulips that adorn the main street planter boxes and feedback from Festival patrons clearly states the flowers are the main reason why they come and then come back each year. Ms Walford advises that whilst the Festival has received \$3,000 per annum from the Shire of Nannup since 2011 to assist with infrastructure costs, the Nannup Music Festival receives \$20,000 yet both events generate around the same in economic impact.

Ms Walford advises that the Nannup Garden Village Inc., has a strategic plan to grow visitation to Nannup before and after the Festival and to showcase Nannup's gardens and wildflower attractions both Nationally and Internationally. In 2015 Nannup was promoted by Australia's South West at the Singapore Travel Expo.

The Flower and Garden Festival for the past two years has brought in an Eastern States celebrity or personality which has started to raise the profile of the Festival in terms of national status.

Ms Walford further advises that the Festival is now an attractive event for coach companies and dedicated parking is allocated to service this market. As a result of bringing coaches to Nannup for the Festival, several companies now offer Nannup on their itinerary during the year, including Casey's, Kings and Villa Carlotta. This brings additional economic returns to businesses throughout the year.

Ms Walford advises that the Festival has seen unprecedented growth in the past 3 years and is now working to address the governance and operational aspects of the Festival to ensure that this is sustainable. The growth of the Festival has been well received by the community however it has brought increased running costs. To gain the support of other funding bodies, it is essential that the Local Government contribution is in correlation with the budget and shows a belief in the Festivals direction.

Ms Walford indicates that in 2015 the Festival Committee did not receive the full amount of funds it was expecting from 2 funding bodies and therefore had a loss of \$8,000.00. The Committee will work throughout the year to recover this loss with fundraising events however, managing budgets and delivering a high quality Festival is crucial for the 2016 event to ensure that another loss is not incurred.

Therefore, Ms Walford requests on behalf of the Nannup Garden Village Inc. that the funding support from the Shire of Nannup is increased to \$6,000.00 to ensure equity between events and to recognise that the Nannup Flower and Garden Festival now provides a significant contribution to the economic and social development of the town.

COMMENT:

As Ms Walford advises, Council has provided the Nannup Garden Village Inc. with a \$3,000.00 grant since the inception of the Festival. Coupled with that, to which Ms Walford acknowledges, Council also purchases all the tulips for the event and provides the necessary manpower for planting and tending to the tulips in the lead-up to the event.

In 2015 the purchase of tulips and soil totalled \$5,000.00 plus additional costs associated with quarantine and spraying, transport costs, planter maintenance and cool room running costs of \$2,500.00. Man hours and plant costs for planting and tending to the tulips during their growing period was \$11,226.00, which includes associated overheads and deprecation costs.

The above costs together with the annual \$3,000.00 grant, does bring equity between the Flower and Garden Festival and the Music Festival in the way of cash and non-cash contributions to both events.

However, Council needs to determine whether the purchase of the tulips and associated man hours should be seen as a contribution towards to Flower and Garden Festival or whether these costs should be incorporated into the normal annual Parks and Gardens maintenance budget. Obviously the growing of the tulips coincides with the Flower and Garden Festival and if the Festival was ever to fold, it would be wise for Council to continue with the purchase and planting of the tulips as this is one of the major attractions for tourists visiting Nannup at that time of the year.

Minimal in-kind works are provided to the Music Festival and the majority of works provided are recovered as private works.

Council will commence its 2016/2017 Budget planning in late March/early April 2016 and it should know whether it could accommodate an increase in the annual grant to the Nannup Garden Village Inc. Until then, it is suggested that Council acknowledges the request received and advises Ms Walford accordingly.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Subject to 2016/2017 Budget deliberations.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013-2023 – Our Community - Strategy 1.1, Value our Heritage and Festivals – Support and Fund Events through our Community Grants Program. Our Economy – Strategy 2.2, Support Tourism Providers and our District.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council acknowledges the request received from the Nannup Garden Village Inc., seeking an increase in Council's annual funding amount for the 2016 Nannup Flower and Garden Festival and advises that consideration will be given in the 2016/2017 Budget deliberations for such an increase however, no guarantees can be given at this stage.

16010 LONGMORE/MELLEMA

That Council acknowledges the request received from the Nannup Garden Village Inc., seeking an increase in Council's annual funding amount for the 2016 Nannup Flower and Garden Festival and advises that consideration will be given in the 2016/2017 Budget deliberations for such an increase however, no guarantees can be given at this stage.

CARRIED (8/0)

Cr Longmore had declared an Impartiality Interest in Item 12.10 relating to "Nannup Kindergarten Building – Expressions of Interest of Proposed Usage" as he is a Life Member of the Nannup Music Club and the Clubs EOI submitted for use of this building

As the above declarations were Impartiality Interests there was not the requirement to vacate the Chamber and Crs Dean and Steer could participate in discussion and vote upon the matter.

AGENDA NUMBER:	12.10
SUBJECT:	Nannup Kindergarten Building – Expressions of Interest for Proposed Usage
LOCATION/ADDRESS:	Reserve 29142 "Civic Centre Purposes" - Adam Street, Nannup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 35
AUTHOR:	Peter Clarke – Chief Executive Officer
REPORTING OFFICER:	Peter Clarke – Chief Executive Officer
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	20 January 2016

BACKGROUND:

At the November 2015 Ordinary meeting of Council it was advised that with the relocation of the Kindergarten operations to the Nannup District High School in 2016, there has been some interest in the utilisation of the current building by community groups/organisations in Nannup. In view of this interest, Council resolved the following at the November meeting:-

9313 STEER/LONGMORE

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

CARRIED 7/0

COMMENT:

An advertisement was placed in the December issue of the local "Telegraph" newspaper calling for Expressions of Interest with EOI's being received up until the close of business on Friday, 15 January 2016.

At the expiration of the above advertising period, the following EOI's were received:-

Nannup Music Club

Phaedra Watts, Festival Director of the Nannup Music Club, has submitted the following EOI for potential use of the Nannup Community Kindergarten premises.

Ms Watts advises that the Music Club understands that the relocation of the Kindergarten to the District High School has opened an opportunity to express its interest in a potential transfer from their existing lease hold, being the Supper Room at the Nannup Town Hall, to the Kindergarten grounds.

Ms Watts indicates that the Nannup Music Club moved into the Shire owned Supper Room a few years back, and they are happy where they currently are as it provides valuable office space, is in close proximity to the event and central to town. However, due to the awareness of the Kindergarten relocation, we thought of the option and what it can offer us. Firstly space, we are struggling with our storage and operational area, and see that the use of the building and the grounds at the Kindergarten will offer us a greater amount of space and storage areas, whilst also serving as our vital offices.

Ms Watts advises that as Council would be aware, the Music Festival is a major and valuable asset for our community. The Music Club Committee works passionately to showcase our town and region, and all believe in it greatly.

Ms Watts further advises that the Nannup Music Club employs 3 local residents, operates with a committee of volunteers whom contribute throughout the year along with a massive pool of volunteers who together pitch in and allow the festival happen. The Music Club brings an approximation of 10,000 people to the town for the Music Festival, and has promotion and interest generated all year whilst working on the event, building on and strengthening the financial well-being of local businesses within our community and beyond.

Ms Watts indicates that although there is restriction in the growth of the Festival, there is not in the strength, and believe that having more available space for office work, storage, meetings and smaller events – they can strengthen the asset base and work towards more employment hours to tighten and improve the operations, and in turn the community. If the Music Club was to relocate, Ms Watts advises that the Music Club believes that the Supper Room would be filled with other commercial or community ventures as it is a prime building in a prime location. The Music Club is of the opinion that the Supper Room is of greater commercial value and could better serve others, if the Kindergarten was a viable option for the Club.

Ms Watts advises that the Music Club would like to acknowledge that they worked together with the Shire to c-find and install the new doors and windows to the building, which they believe has enhanced its operation and appearance.

Ms Watts indicates that the Music Club would like the opportunity to further discuss the potential of the Kindergarten premises as the costs, rent, time frames etc., may inhibit the desire. The Nannup Music Club wishes to reiterate that they are happy with their current location if relocation was not a viable option however, the Club would like to explore the opportunity further.

Rosemary Evans - Proposed Life Skills Development Centre

I would like to express my interest in the Community Kindergarten site at Adams Road Nannup as a Life Skills Development Centre.

I envision that this Centre would be an inclusive environment that anyone in the local community and surrounding areas can come to seek support and encouragement to develop coping skills to enhance their lives and provide valuable life skills which will enhance the local community.

If this project were to gain support, I will source funding to develop the site through the application for funding via a number of sources which include the Disability Services Commission's Community Infrastructure Grant, Royalty's for Regions Community Chest Fund and the Lotterywest Community and Workplace buildings grant. These funds will assist the Nannup Life Skills Development Centre to install infrastructure and purchase assets to meet with guidelines for health and safety, disability access and inclusion and enhances the building for the purpose of the development of a community focused life skills development centre for Nannup.

As part of the Plan for the Future of the kindergarten site, I propose that the building be upgraded to include:

The development of a change room facility and toilets to suit a variety of people;

The re-development of the existing kitchen and grounds to increase capability, to facilitate learning opportunities within the community for all members who would seek to increase their life skills and prepare individuals of all ages and capacity to live independently focusing on intellectual or physical disability and youth.

The Installation of ramps and hoists to provide access for people with disabilities.

With the support of the Shire of Nannup, this long term project will develop, in partnerships with local education facilities, providing an opportunity for students who are disengaged with current learning programs. This would include developing individualised learning programs that will allow them to seamlessly attain life skills in an inclusive environment by utilising their interest and abilities in a variety of areas. The Life Skills Development Centre will provide facilitated learning for young people who often fall through the cracks. Such as individuals from low socio-economic backgrounds, those with learning difficulties and with intellectual or physical disabilities.

I will be seeking support through the Aboriginal tutoring program "Follow the Dream" to provide an afterschool program which utilises peer support to assist with the provision of learning through practical tasks such as cooking and financial budgeting to develop important life skills.

As part of the learning program, the grounds will be utilised to assist students and community members to understand and develop agricultural skills to assist with the cost of living. For example, a section of the grounds will include an aquaponics garden which will be used to develop an understanding of eco systems and how they are able to sustain themselves and provide important food sources at minimal cost. This would enhance the learning program and encourage the use of skills that would follow from garden to plate. People participating may also be able to take some things home to share with their families encouraging more positive relationship development to evoke communication amongst families. Hot Rocks will also be another source of support if we are able to develop the centre.

The program will seek support from the Disability Services Commission to gain access to therapists to visit Nannup and demonstrate how we can assist and adapt our program to be inclusive of children with disabilities or from low socio-economic backgrounds.

The main goal of the centre will be to provide a fully inclusive learning environment with educational life skill programs for both adults and children including an after school program with the option in the future of developing a school holiday program for the community.

I have worked with the disabled and in the education industry for over 18 years and my focus has always been to reignite community awareness and include those minority groups back into the community. This project will provide an opportunity for the Nannup community to embrace inclusion for minority groups, assist and provide learning opportunities that are often neglected in mainstream educational institutions and give confidence and clarity to kids that are falling through the cracks.

If I am able to secure the site, I will further prepare a Business Plan, seek volunteers and funding to make this project become a reality. I believe that the Nannup community will fully support the centre if the vision becomes a reality. In the words of Malala Yousafzai, "Let us make our future now, and let us make our dreams tomorrow's reality."

Thank you for the opportunity to submit this expression of interest, I am looking forward to a favourable and positive response.

Both of EOI's have indicated that there would be a level of development to the site if their EOI's were successful, whether it be additional storage units/sheds installed or renovations to the existing building to accommodate the proposed services. Council needs to be mindful that the building is listed on the Shire of Nannup Heritage List and structural changes to the building, plus additions, would be subject to Planning Development Approvals.

The Nannup Music Club's proposed usage would have a lesser impact in the above regard and relocation could be achieved within a shorter timeframe. The Club has also stated that they would also be prepared to co-locate with the Nannup Playgroup. The issue of the Music Club's proposal is that such a move would create a vacancy in their current headquarters, which would then require Council to source an occupant for this space.

In respect to the EOI submitted by Ms Evans, this would be subject to grant funding being obtained to accommodate the proposed usage, which could take many months to acquire and if the grant funding applications were unsuccessful, the building could be under-utilised for a considerable time. Ms Evans in her correspondence does not mention co-location with the Nannup Playgroup but it would be assumed that this use would be accommodated.

Historically Reserve 29142 has been utilised for educational purposes. In 1996 Vesting was granted to the Shire of Nannup in accordance with the provisions of Section 33(2) of the then *Land Act* for the designated purpose of "Civic Centre". The land in the Shire of Nannup's Local Planning Scheme No.3 is zoned for "Civic Use".

The definition of "Civic Use" in LPS No.3 *"means the premises used by a government department, an instrumentality or the Crown, or the Council, for administrative, recreational or other purposes"*. The Kindergarten, as an Education Department use, fitted within these parameters.

Obviously Council does not want to be too restrictive based on Planning and could utilise the "Community Purpose" use, which in LPS No.3 *"means the use of the premises designed or adapted primarily for the provision of educational, social and recreational facilities and services by organisations involved in activities for community benefit"*.

"Civic Use" and "Community Purposes" are listed as "D" Uses in the LPS Zoning Table which means that the use is not permitted unless the local government has exercised its discretion by granting planning approval. Once a use has been determined, it would also be prudent for Council to advertise the proposed use for public comment.

STATUTORY ENVIRONMENT:

Section 3.58(5) of the *Local Government Act 1995* relating to Disposition of Property and Section 30(2)(b) of the *Local Government (Functions and General) Regulations 1996* relating to exemptions to Section 3.58 of the Act.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013-2023 – Strategy 5.2 Our Community Leadership – To have united community groups working together.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council authorises the CEO to further negotiate with the Nannup Music Club and Ms Evans regarding their particular EOI's to determine the type of infrastructure proposed to be erected on site and intended modifications to the building to ascertain whether this meets local Heritage and Planning requirements. Following these negotiations, the CEO is to report back to Council on his findings in order for a decision to be made on the future use of the building.

16011 DEAN/MELLEMA

That Council authorises the CEO to further negotiate with the Nannup Music Club, the Nannup Men's Shed Group and Ms Evans regarding their particular EOI's to determine the type of infrastructure proposed to be erected on site and intended modifications to the building to ascertain whether this meets local Heritage and Planning requirements. Following these negotiations, the CEO is to report back to Council on his findings in order for a decision to be made on the future use of the building.

CARRIED (8/0)

REASON FOR ALTERATION TO RECOMMENDATION:

The inclusion of the Nannup Men's Shed was due to the Group submitting a late EOI and Council considered that they should also be given the opportunity to further present their options for the use of the building to the CEO and ultimately Council.

AGENDA NUMBER:	12.11
SUBJECT:	Motivational tourism sign
LOCATION/ADDRESS:	Cnr Stewart Hwy, Brockman Hwy
NAME OF APPLICANT:	Louise Stokes
FILE REFERENCE:	TRS 1
AUTHOR:	Louise Stokes – Community & Economic Development Officer
REPORTING OFFICER:	Peter Clarke –Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	12 January 2016
ATTACHMENT:	12.11.1 – Designs A, B and C 12.11.2 – Map of proposed Location

BACKGROUND:

In 2012 a Promotions Sub-committee was established to develop a Marketing plan for Nannup. One of these initiatives was the design and installation of a destination motivational sign just prior to the intersection of Stewart Hwy and Brockman Hwy. The rationale for this is that many tourists are bypassing Nannup and travelling from the Margaret River region to Pemberton via Stewart Hwy.

There has been ongoing negotiation with Main Roads since 2012 regarding governance requirements for the installation of a sign in this location. The proposed quotes for developing a risk management plan and traffic management plan for the installation of the sign are higher than the installation of the sign itself.

In 2015 discussion commenced with the Department of Parks and Wildlife to locate the sign on the verge of their Information bay near this intersection and this has been approved.

COMMENT:

Expressions of interest were called for in 2015 for the design of the destination motivational sign 3 metres by 2 metres and two quotes were received: one for \$3,500 and one for \$825.

The successful designer is Brandino who have worked on the Nannup Heritage Trail project. Three concept designs have been received and are attached for Council consideration.

These designs have been promoted within the community over the past two months to gauge public response.

Whilst two of the designs were deemed quirky and different 98% of respondents prefer design C. Consultation has been undertaken with the BigN, Nannup CRC, A Taste of Nannup, Nannup Caravan Park and general members of the public.

It has been recommended by respondents that the wording on design C is simplified under the pictures to "Stay on Brockman Highway to Nannup". The rationale is that less wording is easier to read at high speeds.

It is proposed that the sign will be installed on the verge of the Department of Parks & Wildlife information bay and no further approvals are required for this.

Repairs for minor damage of the installed sign would be undertaken by Council as part of operational budgets, however it is noted that if the sign were to receive major damage to the point where it would need renewing, the sign would be removed as it is not covered by Council's insurance or incorporated into the Asset Management classifications.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Covered within 2015/16 budget allocations Tourism promotions

STRATEGIC IMPLICATIONS:

The Shire of Nannup Community Strategic Plan 2013- 2023

*Our Built Environment: 2.2.1: Support tourism providers and promote our district
2.2.2: Marketing & branding of our Shire to promote regional produce and services.*

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATIONS:

1. That Council endorse Design C Destination Motivational sign with amended wording "Stay on Brockman Highway to Nannup".
2. That the sign is installed on the verge of the Department of Parks & Wildlife information bay near the intersection of Stewart Hwy and Brockman Hwy.

16012 MELLEMA/STEER

- 1. That Council endorse Design C Destination Motivational sign with amended wording "Stay on Brockman Highway to Visit Nannup" but further clarification be made as to whether the additional wording on Design C will also be incorporated into the signage. Upon clarification, the CEO be authorised to proceed with production of the sign.*
- 2. That the sign is installed on the verge of the Department of Parks & Wildlife information bay near the intersection of Stewart Hwy and Brockman Hwy.*

CARRIED (8/0)

REASON FOR ALTERATION TO RECOMMENDATION:

Council considered that the additional wording on Design C, which was not incorporated into the recommendation, should not be on the sign and that the CEO clarify this matter prior to production.

AGENDA NUMBER:	12.12
SUBJECT:	Tourism Western Australia Grant
LOCATION/ADDRESS:	16 Warren Rd
NAME OF APPLICANT:	Louise Stokes
FILE REFERENCE:	FNC 6
AUTHOR:	Louise Stokes – Community & Economic Development Officer
REPORTING OFFICER:	Peter Clarke –Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	19 January 2016
ATTACHMENT:	12.12.1 – Grant agreement Tourism Western Australia

BACKGROUND:

Funding has been received from Tourism Western Australia through their Regional Visitor Centre Grant Scheme of \$19,218.97 towards an infrastructure upgrade of A Taste of Nannup building.

As this funding is over \$5,000, Council is required to accept the funding as per Council policy FNC 6.

The Tourism Western Australia funding includes:

- Internal fitout of air-conditioning, shelving, brochure racking, door counter, lighting, desks, filing cabinets, telephone and answer machine, front door and flyscreen.
- Purchase and installation of external signage and A frame sign.
- Purchase and installation of accounting software package.

Council has applied for this grant as only Local Governments and accredited Visitor Centres were eligible.

COMMENT:

This funding assists the Nannup Visitor Service to improve the aesthetic appeal of the building and erect signage to increase the visual aspect.

STATUTORY ENVIRONMENT: Nil.

FINANCIAL IMPLICATIONS:

The total project value is \$38,437.94. In kind and contributing funding will be met by *A Taste of Nannup*.

STRATEGIC IMPLICATIONS:

The Shire of Nannup Community Strategic Plan 2013- 2023 *Our Economy Strategy 2.2 – Tourism and Recreation*

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council accept the Tourism Western Australia grant of \$19,218.97 to complete the infrastructure project as outlined in the grant agreement.

16013 MELLEMA/SLATER

That Council accept the Tourism Western Australia grant of \$19,218.97 to complete the infrastructure project as outlined in the grant agreement.

CARRIED (8/0)

AGENDA NUMBER:	12.13
SUBJECT:	<ul style="list-style-type: none">• Acceptance of Shire of Nannup 2014/15 Annual Report• Scheduling of an Audit Committee Meeting; and• Scheduling of the Annual Meeting of Electors
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 17
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	24 December 2015
ATTACHMENT:	12.13.1 Annual Report 2014/15 is included as a separate document with this agenda

BACKGROUND:

Section 5.53(1) of the Local Government Act 1995 (the Act) stipulates that a Local Government is to prepare an Annual Report for each financial year. A draft Annual Report has been circulated under separate cover for consideration.

COMMENT:

The Annual Report contains all the statutory information required, including the Annual Financial Statements for the year under review and will also form the main document for scrutiny at Council's Annual Electors Meeting.

As well as the statutory financial statements it includes:

- The Community Statements from the Strategic Community Plan
- A profile of Nannup
- A description of the council's organisational structure
- A review of governance arrangements by the Chief Executive Officer, as required by Regulation 17 of the Local Government (Audit) Regulations 1996
- An Environmental and Social Impact Statement
- A Diversity Statement

- A Financial Report explaining the statutory financial statements and providing a user friendly commentary of the year's performance.

STATUTORY ENVIRONMENT:

Section 5.54(1) of the Act requires that the Annual Report be accepted by 31 December, with an absolute majority vote being required. However, if the auditor's report is not available in time for the Annual Report to be accepted by 31 December section 5.54(2) requires that it be accepted no later than two months after the auditor's report becomes available.

Section 5.27(2) states that a general meeting of electors is to be held on a day selected by the local government, but not more than 56 days after the local government accepts the annual report for the previous financial year. Section 5.29(1) requires that the CEO gives at least 14 days local public notice of the date, time, place and purpose of the meeting.

Assuming that the Annual Report is accepted at today's meeting, it is proposed to hold the Annual Electors Meeting at 5pm Thursday 18 February 2016.

Notice of the availability of the Annual Report is to be given as soon as practical after its acceptance by Council. An advertisement informing electors of the proposed timing of the Electors Meeting has been prepared for The West Australian, which will meet the statutory requirement of the advertising period. It will also be placed in the Busselton Dunsborough Times and appropriate notices will be posted throughout the town site.

Section 7.12A of the *Local Government (Audit) Regulations 1996* states the following in respect to duties of a local government with respect to audits

- (1) A local government is to do everything in its power to —
 - (a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and
 - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —
- (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and
 - (b) ensure that appropriate action is taken in respect of those matters.

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS:

Absolute Majority decision required for the acceptance of an Annual Report.

RECOMMENDATION:

That Council:

1. Accept the Annual Report for the Shire of Nannup for the year ended 30 June 2015 as required by section 5.54(1) and 5.54(2) of the Local Government Act 1995.
2. Schedules a meeting of the Audit Advisory Committee meeting to be held on Thursday, 18 February 2016 commencing at 2.45pm in the Council Chambers; and
3. Conduct its Annual Meeting of Electors on Thursday, 18 February 2016 in the Shirley Humble Room commencing at 5.00pm.

16014 DEAN/GILBERT

That Council:

- 1. Accept the Annual Report for the Shire of Nannup for the year ended 30 June 2015 as required by section 5.54(1) and 5.54(2) of the Local Government Act 1995.***
- 2. Schedules a meeting of the Audit Advisory Committee meeting to be held on Thursday, 18 February 2016 commencing at 2.45pm in the Council Chambers; and***
- 3. Conduct its Annual Meeting of Electors on Thursday, 18 February 2016 in the Shirley Humble Room commencing at 5.00pm.***

CARRIED BY ABSOLUTE MAJORITY (8/0)

AGENDA NUMBER:	12.14
SUBJECT:	Budget Monitoring – November & December 2015
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	28 January 2015
ATTACHMENTS:	12.14.1 – Financial Statements for the period ending 30 November 2015 12.14.2 – Financial Statements for the period ending 31 December 2015 12.14.3 – Table Showing Detailed Variances for November 2015 12.14.4 – Table Showing Detailed Variances for December 2015

BACKGROUND:

Local Government (Financial Management) Regulation 34(1) requires that Council report monthly on the financial activity from all the various operating and capital divisions. Council has adopted a variance threshold of 10% or \$5,000, whichever is the greater on which to report. The statutory statements are appended at Attachment 12.14.1 and 12.14.2.

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

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

COMMENT:

At this point in the financial year it is difficult to estimate what the fluctuations between budgeted and actual amounts will be within most schedules. Generally most expenditure is expected to be contained within budgets with no major overspends anticipated. Monitoring of all accounts is being occurring on a monthly basis. It is noted that there are trends developing that would indicate movement from anticipated budgeted amounts to expected expenditure and income received.

These trends will continue to be monitored and will be reported on within the annual review of the Budget planned for the February 2016 Ordinary meeting of Council.

The variances that are currently shown remain consistent with those noted in the previous period. For a detailed explanation relating to these variances please refer to the November 2015 Ordinary Meeting of Council Minutes. Below are these variances in category only.

Expenses

- Computer maintenance may exceed budgetary spend.
- Running costs associated with CESO vehicle.
- Ranger Services
- Savings within Salaries & Wages.
- Seniors spending is expected to be an overspend.
- Savings within the Planning budget are expected as a result of less reliance on an external consultant.
- Street Lighting expenses are expected to be less than anticipated.
- Local Road Maintenance is expected to exceed budgeted amounts.
- Fuel and Oil expenses however is expected to be considerably lower than anticipated and this will be used to offset the overspend mentioned above.

Income:

- General License Fees within health are higher than anticipated.
- Rental income from housing is expected to not meet budgeted levels.
- Mobile bin charges are slightly higher than expected.
- Caravan Park lease fees are higher than original estimate.
- Senior Grant income budgeted within 2015/16 budget is not expected to be received.

Attachments 12.14.3 and 12.14.4 provide detailed breakdowns of income and expenditure incurred within the periods 30 November 2015 and 31 December 2015 and the associated annual budgets. These are broken down into four columns. The annual budget within the schedule, the budgeted year to date figures, actual spend to date and variance between budgeted year to date and actual.

STATUTORY ENVIRONMENT:

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

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

It is recommended that the Monthly Financial Statements for the periods ending 30 November and 31 December 2015 be received.

16015 GILBERT/MELLEMA

It is recommended that the Monthly Financial Statements for the periods ending 30 November and 31 December 2015 be received.

CARRIED (8/0)

Shire of Nannup
Ordinary Council Meeting Minutes: 28 January 2016

AGENDA NUMBER:	12.15
SUBJECT:	Monthly Accounts for Payment - November 2015 + December 2015
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT:	24 December 2015
ATTACHMENTS:	12.15.1: Schedule of Accounts for Payment – November 2015 12.15.2: Schedule of Accounts for Payment – December 2015

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account funds for the periods 1 November through to 31 December 2015 are detailed hereunder and noted on the attached schedules. These payments are submitted to Council.

COMMENT:

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

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

November:

Municipal Account

Accounts paid by EFT	7821 -7945	\$1,010,857.02
Accounts paid by cheque	19937 - 19936	\$25,475.14
Accounts paid by Direct Debit	DD9445-1 to DD9445-8	\$39,086.09
Sub Total Municipal Account		<u>\$1,075,418.25</u>

Shire of Nannup
Ordinary Council Meeting Minutes: 28 January 2016

Trust Account

Accounts paid by EFT	7778 - 7779	\$160.00
Accounts Paid by cheque	22791 – 22794	\$320.00
SubTotal Trust Account		<u>\$480.00</u>
Total Payments		<u>\$1,075,898.25</u>

December:

Municipal Account

Accounts paid by EFT	7714 -7820	\$759,884.25
Accounts paid by cheque	19918 - 19936	\$27,951.31
Accounts paid by Direct Debit	DD9445-1 to DD9445-8	\$7,397.60
Sub Total Municipal Account		<u>\$795,233.16</u>

Trust Account

Accounts paid by EFT		\$0.00
Accounts Paid by cheque		\$0.00
SubTotal Trust Account		<u>\$0.00</u>
Total Payments		<u>\$795,233.16</u>

STATUTORY ENVIRONMENT: LG (Financial Management) Regulation 13

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund for the periods November and December 2015 totalling \$1,871,131.41 in the attached schedule be endorsed.

16016 FRASER/LONGMORE

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund for the periods November and December 2015 totalling \$1,871,131.41 in the attached schedule be endorsed.

CARRIED (8/0)

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

13.1 OFFICERS

Nil

13.2 ELECTED MEMBERS

Nil

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

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

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

Nil

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

Nil

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

Nil

17. CLOSURE OF MEETING

There being no further business to discuss the Shire President declared the meeting closed at 17.58 hours.



Agenda Attachments

Item	Attach	Title
12.2	1	Shire of Nannup Policy Manual highlighting appropriate amendments (Sent via E-mail)
12.3	1	Shire of Nannup Delegations Register (Sent via E-mail)
12.4	1	Draft Quannup Licence Agreement
12.6	1	Supporting documentation supplied by the applicant in relation to allocation of Dog Exercise areas plus additional submissions received during the advertising period.
12.8	1	Map showing Catholic Church and proposed carpark and access area.
12.11	1	Designs A, B and C
	2	Map of proposed Location
12.12	1	Grant agreement Tourism Western Australia
12.13	1	Annual Report 2014/15 is included as a separate document with this agenda
12.14	1	Financial Statements for the period ending 30 November 2015
	2	Financial Statements for the period ending 31 December 2015
	3	Table Showing Detailed Variances for November 2015
	4	Table Showing Detailed Variances for December 2015
12.15	1	Schedule of Accounts for Payment – November 2015
	2	Schedule of Accounts for Payment – December 2015