

AGENDA NUMBER: 10.13
SUBJECT: Budget Review
LOCATION/ADDRESS: Nannup
NAME OF APPLICANT:
FILE REFERENCE: FNC 3
AUTHOR: Kevin Waddington – Assistant Manager Corporate Services
AUTHORISING OFFICER: Craige Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 10 March 2011

Attachment: Analysis of Budgeted and Actual Income and Expenditure for the Period
Ending 31 January 2011

BACKGROUND:

Council is required under Local Government (Financial Management) Regulation 33A to conduct a budget review between 1 January and 31 March each financial year. Council is also required to submit the outcome of the review to the Department of Local Government and Regional Development within 30 days of the acceptance of the review.

COMMENT:

The attached report details Council's 2010/11 budget, the actual expenditure or income to 31 January 2011, and the anticipated expenditure or income to 30 June 2011 for each item of expenditure and income. It should be noted that in the attached report a negative figure in the "difference" column is adverse when considered from an overall budget point of view. Council budgeted in its 2010/11 budget for a balanced cash position. The net result of the review shows an anticipated deficit of \$60,718.

The following details those significant variations from the review that Council may wish to take into consideration in terms of identifying any proposed action to be taken to trim the budget or commit further funds. Some variations in both income and expenditure that nullify each other, such as the predicted income and expenditure associated with Recoverable expenses (COA 0422) and Expenses recovered (COA 0573) have not been included in the following as they do not impact the bottom line.

1. The surplus carried forward position (net carried forward from operations) as confirmed by the Council's auditors as at the 30th June 2010 was \$19,810 instead of \$71,819 which was \$52,009 less than provided in the budget.
2. Income from Interest on investments is anticipated to be more than the budget provision by \$55,000 due primarily to the delay in the Jalbarragup Bridge replacement works and from Mowen Road income, both funded by government grants.

3. Donations are expected to be over budget by \$8,228 due primarily to the additional costs associated with Council waiving fees and charges in accordance with policies ADM 7 Council Function Room Hire and HAB 2 Use/Hire Community Facilities (\$14,670). Other donations during the period include Council's works crew work at Danjanerup Cottages (\$3,106), \$6,220 for general donations and \$1,132 for the Family Fun Day.
4. The budgeted expenditure on administration salaries will be over spent by \$87,587 due to additional contract services required to cover periods of annual leave, acting CEO duties and corporate services duties during the year, increased salary package for CEO's position, and payment of accrued leave entitlements on termination of employment by employees.
5. Administration Legal Fees is anticipated to be over budget by \$25,000 due to several matters that required legal advice and legal representation.
6. Darradup Home Alarm Trial is unbudgeted expenditure (\$100,000) funded by a grant (\$95,000) with the balance of \$5,000 being met by Council.
7. The budgeted expenditure on health salaries is expected to be over the budget amount by approximately \$19,246 being comprised of the costs associated with paying out the contract for the previous Manager of Development Services and additional contractor hours to cover the position.
8. Rubbish Site Maintenance expenditure is anticipated to be under budget by approximately \$29,832 due to savings in the costs associated with the Regional Waste Coordinator consultancy & DEC site monitoring.
9. The budgeted expenditure on town planning services will be under spent by \$8,300 and town planning administration expenses will be over by \$5,900.
10. Town Planning Superannuation expenses will exceed the budget provision by an estimated \$5,600 due to an increase of super payments for the relief MDS.
11. The cost of maintaining Council's public conveniences may exceed the budget provision by \$5,500 if the current expenditure level is maintained (predominantly cleaning expenses).
12. Recreation Centre Hire Income is anticipated to exceed the budget provision by \$9,400.
13. Nannup Town Hall (Capital Expenditure) will be over budget by \$10,000 as a result of a negotiated settlement being reached with the builder.

14. Purchase of Plant will be under the budget provision by \$41,280 due to savings achieved on the purchase of the new grader.
15. Total savings on Council's insurance portfolio premiums will be \$11,123 for the year.
16. Income from Private Works (net) is anticipated to be \$17,200 over budget.

A summary of these variations follow (negative figures indicate over expenditure):

Surplus Carried Forward (Net Cash)	-\$52,009
Interest on Investments	\$55,000
Donations	-\$8,228
Administration Salaries	-\$87,587
Administration Legal Expenses	-\$25,000
Darradup Home Alarm Trial (Net)	-\$5,000
Health Salaries	-\$19,246
Rubbish Site Maintenance	\$29,832
Town Planning Services	\$8,300
Town Planning Admin Expenses	-\$5,900
Town Planning Superannuation	-\$5,600
Public Conveniences	-\$5,500
Town Hall Expenses	-\$10,000
Recreation Centre Income	\$9,400
Plant Purchases	\$41,280
Overall Savings on Insurance costs	\$11,123
Private Works Income	\$17,200
Various	-\$8,783
Total Anticipated Deficit	-\$60,718

The "Various" as stated above is made up of a myriad of minor line by line variations, any of which can be detailed to Councillors if required.

Apart from commencing the process of obtaining the loan for Plant (\$280,000), it is recommended that Council take no further action in relation to its current budgetary situation as there is still five (5) months of operation left where further variations may be brought to light. If further action is required, it can be undertaken at a future budget review.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) 1996 Regulations 33A.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

If the year-end position is as predicted, Council's 2011/12 budget will have a small deficit carry forward position incorporated into it.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

That Council continue with its budget as is at this stage as there is still five months of operations left within the financial year.

8589 PINKERTON/MELLEMA

That Council continue with its budget as is at this stage as there is still five months of operations left within the financial year.

CARRIED 7/0

SHIRE OF NANNUP

Budget Review as at 31st January 2011

Programme Description	COA Description	Current Budget	YTD Actual	Variance	Estimated 30/6/11	Difference
General Purpose Funding	0011 RATES LEVIED ALL AREAS	-\$940,000.00	-\$937,772.90	-\$2,227.10	-\$937,800	-\$2,200
General Purpose Funding	0061 NON-PAYMENT PENALTY	-\$4,500.00	-\$3,087.41	-\$1,412.59	-\$4,500	\$0
General Purpose Funding	0091 EQUALISATION GRANT	-\$481,117.00	-\$237,152.50	-\$243,964.50	-\$474,305	-\$6,812
General Purpose Funding	0092 LOCAL ROAD GRANT	-\$275,438.00	-\$138,796.00	-\$136,642.00	-\$277,592	\$2,154
General Purpose Funding	0231 INTERIM RATES	-\$2,200.00	\$3,087.77	-\$5,287.77	\$3,500	-\$5,700
General Purpose Funding	0261 INSTALMENT INTEREST	-\$2,400.00	-\$2,857.96	\$457.96	-\$3,000	\$600
General Purpose Funding	0361 INSTALMENT ADMINISTRATION	-\$2,900.00	-\$3,235.00	\$335.00	-\$3,300	\$400
General Purpose Funding	4882 SURPLUS CARRIED FORWARD	-\$71,819.00	\$0.00	-\$71,819.00	-\$19,810	-\$52,009
General Purpose Funding	0271 INTEREST ON DEFERRED RATES	-\$500.00	\$0.00	-\$500.00	-\$500	\$0
General Purpose Funding	0523 DEPT OF TRAN. COMMISSION	-\$18,000.00	-\$12,178.63	-\$5,821.37	-\$20,000	\$2,000
General Purpose Funding	0533 SUNDRY INCOME	-\$12,600.00	-\$7,895.14	-\$4,704.86	-\$12,600	\$0
General Purpose Funding	0553 ROYALTIES FOR REGIONS	-\$1,210,741.00	\$0.00	-\$1,210,741.00	-\$1,210,741	\$0
General Purpose Funding	0573 EXPENSES RECOVERED (I)	-\$25,000.00	-\$22,930.64	-\$2,069.36	-\$30,000	\$5,000
General Purpose Funding	0583 COMMISSION - B.I.C.T.F.	-\$500.00	\$0.00	-\$500.00	-\$500	\$0
General Purpose Funding	4873 INTEREST ON INVESTMENTS - GENERAL	-\$15,000.00	-\$21,600.61	\$6,600.61	-\$25,000	\$10,000
General Purpose Funding	4883 INTEREST ON INVESTMENTS - RTR	\$0.00	-\$9,955.45	\$9,955.45	-\$10,000	\$10,000
General Purpose Funding	4893 INTEREST ON INVESTMENTS - DOTARS	-\$5,000.00	-\$20,883.15	\$15,883.15	-\$40,000	\$35,000
General Purpose Funding	0422 RECOVERABLE EXPENSES	\$25,000.00	\$27,542.56	-\$2,542.56	\$30,000	-\$5,000
General Purpose Funding	0472 RATING VALUATIONS	\$10,500.00	\$1,865.53	\$8,634.47	\$10,500	\$0
General Purpose Funding	3832 INTEREST ON OVERDRAFT	\$100.00	\$0.00	\$100.00	\$0	\$100
General Purpose Funding	4802 WRITE OFFS	\$200.00	\$0.00	\$200.00	\$200	\$0
General Purpose Funding	4812 ROYALTIES FOR REGIONS	\$1,245,741.00	\$10,188.00	\$1,235,553.00	\$1,245,741	\$0
General Purpose Funding	4852 GRANTS COMM/REVIEW REPORT	\$500.00	\$0.00	\$500.00	\$500	\$0
General Purpose Funding	4872 D.O.T. LICENSING EXPENSES	\$15,049.00	\$5,438.96	\$9,610.04	\$15,049	\$0
General Purpose Funding Total		-\$1,770,625.00	-\$1,370,222.57	-\$400,402.43	-\$1,764,158	-\$6,467
Governance	0142 REFRESHMENTS & FUNCTIONS -COUNCIL	\$14,300.00	\$9,791.18	\$4,508.82	\$13,000	\$1,300
Governance	0162 DONATIONS	\$16,900.00	\$16,187.23	\$712.77	\$25,128	-\$8,228
Governance	0172 COUNCILLOR ALLOWANCES	\$41,200.00	\$24,105.13	\$17,094.87	\$41,200	\$0
Governance	0182 SUBSCRIPTIONS	\$6,933.00	\$8,734.14	-\$1,801.14	\$8,800	-\$1,867
Governance	0192 CONFERENCE EXPENSES	\$14,500.00	\$7,703.81	\$6,796.19	\$14,500	\$0
Governance	0202 INSURANCE	\$15,725.00	\$12,440.96	\$3,284.04	\$12,441	\$3,284
Governance	0242 A/LEAVE EXP ADMIN	\$28,863.00	\$7,216.00	\$21,647.00	\$28,863	\$0
Governance	0272 SALARIES (ADM)	\$311,745.00	\$209,326.66	\$102,418.34	\$399,332	-\$87,587
Governance	0282 SUPERANNUATION	\$29,592.00	\$19,455.57	\$10,136.43	\$33,724	-\$4,132
Governance	0292 INSURANCE	\$18,984.00	\$13,083.99	\$5,900.01	\$13,084	\$5,900
Governance	0312 FURN & EQUIP MINOR	\$2,000.00	\$953.44	\$1,046.56	\$2,000	\$0
Governance	0352 TRANSFER TO RESERVES	\$30,000.00	\$0.00	\$30,000.00	\$30,000	\$0
Governance	0362 BUILDING & GDNS OPER&MTCE	\$92,178.00	\$74,771.47	\$17,406.53	\$93,200	-\$1,022
Governance	0372 COMPUTER MAINTENANCE	\$46,155.00	\$22,104.35	\$24,050.65	\$46,000	\$155
Governance	0382 PRINTING & STATIONERY	\$16,000.00	\$7,135.96	\$8,864.04	\$13,000	\$3,000

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Budget Review as at 31st January 2011

Governance	0392 TELEPHONE	\$11,000.00	\$5,763.99	\$5,236.01	\$11,000	\$0
Governance	0402 EQUIPMENT REPAIR & MTCE	\$8,000.00	\$2,656.36	\$5,343.64	\$5,500	\$2,500
Governance	0412 POSTAGE	\$5,000.00	\$2,916.64	\$2,083.36	\$5,000	\$0
Governance	0432 VEHICLE AND TRAVELLING	\$11,000.00	\$5,590.02	\$5,409.98	\$11,000	\$0
Governance	0442 BANK CHARGES	\$4,500.00	\$3,077.59	\$1,422.41	\$5,200	-\$700
Governance	0452 ADVERTISING	\$15,000.00	\$5,784.82	\$9,215.18	\$10,500	\$4,500
Governance	0462 AUDIT FEES	\$15,640.00	\$11,120.00	\$4,520.00	\$15,640	\$0
Governance	0482 LEGAL EXPENSES	\$10,000.00	\$25,049.50	-\$15,049.50	\$35,000	-\$25,000
Governance	0492 STAFF TRAINING EXPENSES	\$6,500.00	\$1,543.64	\$4,956.36	\$4,500	\$2,000
Governance	0502 SUNDRY EXPENSES	\$1,000.00	\$0.03	\$999.97	\$1,000	\$0
Governance	0522 UNIFORMS-COUNCIL CONTRIB	\$2,000.00	\$180.91	\$1,819.09	\$1,000	\$1,000
Governance	0532 GRATUITIES	\$1,000.00	\$422.75	\$577.25	\$500	\$500
Governance	0542 LSL EXPENSE ADMIN	\$6,765.00	\$1,691.00	\$5,074.00	\$6,765	\$0
Governance	0552 FRINGE BENEFIT TAX	\$15,860.00	\$14,377.00	\$1,483.00	\$19,170	-\$3,310
Governance	0572 MEM EQUIP. CONSUMABLES	\$1,000.00	\$0.00	\$1,000.00	\$0	\$1,000
Governance	0812 RECRUITMENT EXPENSES	\$5,000.00	\$5,436.09	-\$436.09	\$7,000	-\$2,000
Governance	9042 DEPRECIATION EXPENSE MEM	\$2,394.00	\$0.00	\$2,394.00	\$2,394	\$0
Governance	9052 DEPRECIATION EXPENSE ADM	\$27,953.00	\$5,109.43	\$22,843.57	\$27,953	\$0
Governance	0543 TRANSFER FROM RESERVE	-\$23,000.00	\$0.00	-\$23,000.00	-\$23,000	\$0
Governance	8053 INCOME SALE OF ASSETS	-\$36,000.00	-\$32,000.00	-\$4,000.00	-\$32,000	-\$4,000
Governance	0254 FURNITURE AND EQUIPMENT	\$20,500.00	\$11,495.87	\$9,004	\$20,500	\$0
Governance	0544 PLANT (VEHICLES)	\$62,000.00	\$57,831.00	\$4,169	\$57,832	\$4,168
Governance	0584 FURNITURE AND EQUIPMENT	\$0.00	\$0.00	\$0	\$0	\$0
Governance Total		\$858,187.00	\$561,056.53	\$297,130.47	\$966,726	-\$108,539
Law, Order, Public Safety	0602 ASSISTANCE TO BFB'S	\$39,620.00	\$27,733.00	\$11,887.00	\$40,290	-\$670
Law, Order, Public Safety	0642 INSURANCE	\$21,041.00	\$18,431.55	\$2,609.45	\$18,431	\$2,610
Law, Order, Public Safety	0652 MAINTENANCE OF FIRE BREAKS	\$5,000.00	\$1,123.88	\$3,876.12	\$4,000	\$1,000
Law, Order, Public Safety	0682 BRIGADE EXPENDITURE (NON FESA)	\$0.00	\$23.90	-\$23.90	\$0	\$0
Law, Order, Public Safety	0722 FIRE CONTROL OFFICER	\$45,513.00	\$41,490.57	\$4,022.43	\$65,000	-\$19,487
Law, Order, Public Safety	0732 FMO ANNUAL LEAVE	\$2,660.00	\$665.00	\$1,995.00	\$2,660	\$0
Law, Order, Public Safety	0762 MTCE PLANT & EQUIPMENT	\$6,750.00	\$4,060.19	\$2,689.81	\$7,750	-\$1,000
Law, Order, Public Safety	0802 CONTROL EXPENSES	\$4,000.00	\$1,551.94	\$2,448.06	\$3,000	\$1,000
Law, Order, Public Safety	0832 MTCE VEHICLES, ETC	\$7,000.00	\$1,467.82	\$5,532.18	\$8,600	-\$1,600
Law, Order, Public Safety	0842 MTCE LAND & BUILDINGS	\$0.00	\$220.00	-\$220.00	\$220	-\$220
Law, Order, Public Safety	0872 OTHER GOODS & SERVICES	\$7,250.00	\$1,809.94	\$5,440.06	\$3,356	\$3,894
Law, Order, Public Safety	0912 COMMUNITY SAFETY PROGRAM	\$2,705.00	\$0.00	\$2,705.00	\$2,705	\$0
Law, Order, Public Safety	0922 DONATION NANNUP SES	\$5,240.00	\$5,093.44	\$146.56	\$5,240	\$0
Law, Order, Public Safety	0942 EMERGENCY RESPONSE	\$1,000.00	\$5,715.82	-\$4,715.82	\$5,800	-\$4,800
Law, Order, Public Safety	6952 DARRADUP HOME ALARM TRIAL	\$0.00	\$38,000.00	-\$38,000.00	\$100,000	-\$100,000
Law, Order, Public Safety	9062 DEPRECIATION EXPENSE FPR	\$49,861.00	\$11,602.85	\$38,258.15	\$49,861	\$0
Law, Order, Public Safety	0703 FESA LEVY OPERATING INC.	-\$112,620.00	-\$68,542.84	-\$44,077.16	-\$144,091	\$31,471
Law, Order, Public Safety	0743 EQUIPMENT GRANTS	\$0.00	-\$95,000.00	\$95,000.00	-\$95,000	\$95,000

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Law, Order, Public Safety	0773 FINES	-\$120.00	\$0.00	-\$120.00	\$0	-\$120
Law, Order, Public Safety	0833 DOG REGISTRATION FEES	-\$1,600.00	-\$1,330.25	-\$269.75	-\$1,100	-\$500
Law, Order, Public Safety	0843 FINES AND PENALTIES	-\$100.00	-\$3,019.70	\$2,919.70	-\$3,020	\$2,920
Law, Order, Public Safety	0963 FESA LEVY OPERATING INC.	-\$5,240.00	-\$2,415.00	-\$2,825.00	-\$5,240	\$0
Law, Order, Public Safety	0644 CAPITAL INCOME	-\$22,800.00	-\$2,370.91	-\$20,429.09	-\$59,985	\$37,185
Law, Order, Public Safety	0744 PURCHASE PLANT & EQUIPMNT	\$22,800.00		\$22,800.00	\$59,985	-\$37,185
Law, Order, Public Safety Total		\$77,960.00	-\$13,688.80	\$91,648.80	\$68,462	\$9,498
Health	1242 INSURANCE	\$434.00	\$404.83	\$29.17	\$405	\$29
Health	1252 A/LEAVE EXP HEALTH	\$3,012.00	\$753.00	\$2,259.00	\$3,012	\$0
Health	1262 SALARIES	\$15,744.00	\$24,575.80	-\$8,831.80	\$34,990	-\$19,246
Health	1282 SUPERANNUATION	\$751.00	\$865.38	-\$114.38	\$1,270	-\$519
Health	1322 HEALTH ADMIN EXPENSES	\$5,500.00	\$1,669.33	\$3,830.67	\$3,300	\$2,200
Health	9142 DEPRECIATION EXPENSE HIA	\$2,795.00	\$743.55	\$2,051.45	\$2,795	\$0
Health	1373 SEPTIC TANK	\$0.00	-\$423.63	\$423.63	\$723	-\$723
Health	1383 GENERAL LICENSE FEES	-\$2,000.00	-\$608.00	-\$1,392.00	-\$1,600	-\$400
Health	1475 SALE OF PLANT & EQUIPMENT	-\$3,600.00	\$0.00	-\$3,600.00	-\$3,600	\$0
Health	1454 PURCHASE PLANT & EQUIPMNT	\$6,200.00		\$6,200.00	\$6,200	\$0
Health Total		\$28,836.00	\$27,980.26	\$855.74	\$47,495	-\$18,659
Education & Welfare	0992 PRE-SCHOOLS MTCE	\$6,524.00	\$2,082.91	\$4,441.09	\$5,500	\$1,024
Education & Welfare	1062 DONATIONS	\$0.00	\$3,106.48	-\$3,106.48	\$0	\$0
Education & Welfare	1132 YOUTH PROGRAMS AND PLANNING	\$4,705.00	\$1,818.74	\$2,886.26	\$4,705	\$0
Education & Welfare	1612 SENIORS ACTIVITIES	\$37,435.00	\$921.82	\$36,513.18	\$37,435	\$0
Education & Welfare	1642 COMMUNITY DEV. OFFICER	\$86,658.00	\$58,248.54	\$28,409.46	\$121,658	-\$35,000
Education & Welfare	9092 DEPRECIATION EXPENSE PSC	\$1,364.00	\$343.85	\$1,020.15	\$1,364	\$0
Education & Welfare	1123 CDO ADMINISTRATION INCOME	-\$2,705.00	-\$3,651.19	\$946.19	-\$4,100	\$1,395
Education & Welfare	1653 GRANTS-OPERATING	-\$24,684.00	-\$36,653.53	\$11,969.53	-\$61,338	\$36,654
Education & Welfare	9893 T/IFER FROM RESERVE	-\$239,000.00	\$0.00	-\$239,000.00	-\$239,000	\$0
Education & Welfare	1164 Y & CDO CAPITAL EXP.	\$2,000.00	\$1,431.95	\$568.05	\$2,000	\$0
Education & Welfare	1644 KINDERGARTEN EXTENSION	\$100,000.00	\$8,177.27	\$91,822.73	\$100,000	\$0
Education & Welfare Total		-\$27,703.00	\$35,826.84	-\$63,529.84	-\$31,776	\$4,073
Housing	1712 BUILDING MTCE	\$16,361.00	\$8,337.27	\$8,023.73	\$21,000	-\$4,639
Housing	1722 INTEREST ON LOAN 36	\$978.00	\$547.33	\$430.67	\$978	\$0
Housing	1732 GEHA - BUILDING MAINT.	\$15,296.00	\$7,569.05	\$7,726.95	\$14,000	\$1,296
Housing	9232 DEPRECIATION EXPENSE STA	\$9,039.00	\$2,278.39	\$6,760.61	\$9,039	\$0
Housing	9242 DEPRECIATION EXPENSE HOT	\$2,546.00	\$641.78	\$1,904.22	\$2,546	\$0
Housing	1723 RENTAL	-\$8,060.00	-\$5,682.65	-\$2,377.35	-\$7,100	-\$960
Housing	1743 RENTALS	-\$8,640.00	-\$3,351.69	-\$5,288.31	-\$5,942	-\$2,698
Housing	1764 LOAN REDEMPTION	\$8,241.00	\$4,054.81	\$4,186.19	\$8,241	\$0
Housing Total		\$35,761.00	\$14,394.29	\$21,366.71	\$42,762	-\$7,001

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Community Amenities	1762 CONTRACTORS COLLECTION FEES	\$62,322.00	\$27,417.14	\$34,904.86	\$65,800	-\$3,478
Community Amenities	1772 RUBBISH SITE MTCE	\$138,032.00	\$48,107.90	\$89,924.10	\$108,200	\$29,832
Community Amenities	1824 STREET BIN PICKUPS	\$8,500.00	\$4,786.02	\$3,713.98	\$9,300	-\$800
Community Amenities	2122 PARKING STRATEGY	\$0.00	\$160.70	-\$160.70	\$200	-\$200
Community Amenities	2132 TOWN PLANNING SERVICES	\$255,694.00	\$146,310.28	\$109,383.72	\$247,394	\$8,300
Community Amenities	2142 ADMIN EXPENSES	\$31,100.00	\$6,205.48	\$24,894.52	\$37,000	-\$5,900
Community Amenities	2162 SUPERANNUATION	\$4,509.00	\$878.87	\$3,630.13	\$10,100	-\$5,591
Community Amenities	2192 ANNUAL LEAVE EXPENSE	\$8,370.00	\$2,093.00	\$6,277.00	\$8,370	\$0
Community Amenities	2212 LPS AMENDMENT EXPENSES	\$24,279.00	\$0.00	\$24,279.00	\$20,279	\$4,000
Community Amenities	2302 CEMETERY OPER & MTCE-NP	\$40,458.00	\$7,787.91	\$32,670.09	\$40,458	\$0
Community Amenities	2322 PUBLIC CONVENIENCES	\$23,000.00	\$18,000.88	\$4,999.12	\$28,500	-\$5,500
Community Amenities	3882 WARREN BLACKWOOD E.A.	\$5,000.00	\$1,000.00	\$4,000.00	\$1,000	\$4,000
Community Amenities	7042 ROAD DEVELOPMENT COSTS.	\$90,000.00	-\$9,000.00	\$99,000.00	\$90,000	\$0
Community Amenities	9262 DEPRECIATION EXPENSE OTS	\$3,325.00	\$838.14	\$2,486.86	\$3,325	\$0
Community Amenities	9312 DEPRECIATION EXPENSE OCA	\$4,146.00	\$1,444.69	\$2,701.31	\$4,148	-\$2
Community Amenities	1803 MOBILE BIN CHARGES	-\$72,276.00	-\$70,337.00	-\$1,939.00	-\$70,340	-\$1,936
Community Amenities	1813 TIP FEES	-\$5,000.00	-\$7,461.64	\$2,461.64	-\$9,960	\$4,960
Community Amenities	1993 SEPTIC TANK INSPEC FEES	-\$500.00	-\$878.00	\$378.00	-\$1,500	\$1,000
Community Amenities	2243 LPS AMENDMENT CONTRIBUTIONS	-\$4,000.00	\$0.00	-\$4,000.00	\$0	-\$4,000
Community Amenities	2253 MISC. FEES & CHARGES	-\$5,000.00	-\$7,932.61	\$2,932.61	-\$9,400	\$4,400
Community Amenities	2373 CEMETERY FEES	-\$3,000.00	-\$1,228.17	-\$1,771.83	-\$1,800	-\$1,200
Community Amenities	2295 SALE PLANT & EQUIPMENT	-\$10,800.00	\$0.00	-\$10,800.00	-\$10,800	\$0
Community Amenities	2274 PURCHASE PLANT EQUIPMENT	\$18,600.00	\$0.00	\$18,600.00	\$18,600	\$0
Community Amenities	2284 FURNITURE & EQUIPMENT	\$0.00	\$1,173.54	-\$1,173.54	\$1,200	-\$1,200
Community Amenities Total		\$616,759.00	\$169,367.13	\$447,391.87	\$590,074	\$26,685
Recreation And Culture	2422 TOWN HALL	\$22,040.00	\$7,260.18	\$14,779.82	\$22,040	\$0
Recreation And Culture	2432 REC CENTRE EXPENSE	\$80,448.00	\$34,059.57	\$46,388.43	\$80,448	\$0
Recreation And Culture	2442 COMMUNITY CENTRE	\$2,604.00	\$1,173.62	\$1,430.38	\$4,200	-\$1,596
Recreation And Culture	2462 TELECENTRE	\$574.00	\$538.53	\$35.47	\$700	-\$126
Recreation And Culture	2472 OLD ROADS BOARD BUILDING	\$4,459.00	\$1,460.90	\$2,998.10	\$5,780	-\$1,321
Recreation And Culture	2482 BOWLING CLUB	\$3,000.00	\$1,400.78	\$1,599.22	\$3,000	\$0
Recreation And Culture	2492 CUNDINUP HALL	\$360.00	\$525.15	-\$165.15	\$750	-\$390
Recreation And Culture	2502 CARLOTTA HALL	\$20,326.00	\$2,683.93	\$17,642.07	\$20,326	\$0
Recreation And Culture	2622 TRANSFER TO RESERVE FUND	\$404,130.00	\$0.00	\$404,130.00	\$404,130	\$0
Recreation And Culture	2642 PUBLIC PARKS GDNS & RESER	\$424,000.00	\$208,746.26	\$215,253.74	\$424,000	\$0
Recreation And Culture	2682 OFF ROAD VEHICLE TRACK	\$600.00	\$0.00	\$600.00	\$600	\$0
Recreation And Culture	2702 STREETSCAPE / TIDY TOWNS	\$5,000.00	\$5,950.98	-\$950.98	\$7,500	-\$2,500
Recreation And Culture	2712 GARDEN VILLAGE THEME	\$7,000.00	\$0.00	\$7,000.00	\$7,000	\$0
Recreation And Culture	2772 CYCLE PATH TO COCKATOO VALLEY	\$16,625.00	\$128,972.81	-\$112,347.81	\$117,693	-\$101,068
Recreation And Culture	2812 BLACKWOOD VALLEY TRAILS PROJECT	\$3,000.00	\$3,478.94	-\$478.94	\$3,500	-\$500
Recreation And Culture	2832 ENTRY STATEMENT WORKS	\$0.00	\$12,993.83	-\$12,993.83	\$13,000	-\$13,000
Recreation And Culture	2842 PUBLIC ART MAINTENANCE	\$5,000.00	\$0.00	\$5,000.00	\$5,000	\$0

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Recreation And Culture	2902 SALARIES (LIB)	\$20,667.00	\$12,550.83	\$8,116.17	\$20,330	\$337
Recreation And Culture	2922 OFFICE EXPENSES	\$2,000.00	\$262.49	\$1,737.51	\$500	\$1,500
Recreation And Culture	2932 WRITE OFF OF DEBTS	\$100.00	\$0.00	\$100.00	\$100	\$0
Recreation And Culture	7432 FORESHORE PARK	\$34,000.00	\$8,314.22	\$25,685.78	\$34,000	\$0
Recreation And Culture	7712 BICYCLE RACKS	\$0.00	\$41.30	-\$41.30	\$50	-\$50
Recreation And Culture	9322 DEPRECIATION EXPENSE H&C	\$11,472.00	\$3,793.24	\$7,678.76	\$11,472	\$0
Recreation And Culture	9342 DEPRECIATION EXPENSE ORS	\$12,740.00	\$3,147.62	\$9,592.38	\$12,740	\$0
Recreation And Culture	9352 DEPRECIATION EXPENSE LIB	\$923.00	\$123.60	\$799.40	\$823	\$100
Recreation And Culture	2443 TRANSFER FROM RESERVE	-\$518,461.00	\$0.00	-\$518,461.00	-\$518,461	\$0
Recreation And Culture	2453 GRANTS	-\$50,000.00	\$0.00	-\$50,000.00	-\$50,000	\$0
Recreation And Culture	2823 CYCLE PATH TO COCKATOO VALLEY GRANT	\$0.00	-\$55,326.00	\$55,326.00	-\$101,068	\$101,068
Recreation And Culture	2993 LOST BOOK CHARGE	-\$100.00	-\$54.15	-\$45.85	-\$100	\$0
Recreation And Culture	3033 USER CHARGES	-\$720.00	-\$1,920.73	\$1,200.73	-\$2,400	\$1,680
Recreation And Culture	7043 REC CENTRE HIRE FEES	-\$5,150.00	-\$3,392.33	-\$1,757.67	-\$5,400	\$250
Recreation And Culture	7053 HIRE CHARGES	-\$900.00	-\$6,375.33	\$5,475.33	\$8,500	-\$9,400
Recreation And Culture	7703 GRANTS	-\$120,000.00	-\$30,000.00	-\$90,000.00	-\$120,000	\$0
Recreation And Culture	7773 AFTER SCHOOL RECREATION FEES	\$0.00	-\$67.27	\$67.27	-\$67	\$67
Recreation And Culture	2574 NANNUP TOWN HALL	\$0.00	\$0.00	\$0.00	\$10,000	-\$10,000
Recreation And Culture	3014 FURNITURE AND EQUIPMENT	\$2,000.00	\$0.00	\$2,000.00	\$2,000	\$0
Recreation And Culture	7814 FORESHORE PARK ABLUTION BLOCK	\$0.00	\$870.06	-\$870.06	\$0	\$0
Recreation And Culture Total		\$387,737.00	\$341,213.03	\$46,523.97	\$422,686	-\$34,949
Transport	3160 BRIDGE MAINTENANCE	\$24,000.00	\$1,291.36	\$22,708.64	\$24,000	\$0
Transport	3212 DEPOT OFFICE MTCE	\$17,564.00	\$12,105.43	\$5,458.57	\$17,564	\$0
Transport	3230 CROSSTOVERS	\$5,000.00	\$810.00	\$4,190.00	\$3,200	\$1,800
Transport	3240 TRAFFIC SIGNS & CONTROL	\$7,000.00	\$5,037.09	\$1,962.91	\$7,000	\$0
Transport	3242 INTEREST ON LOAN 32	\$167.00	\$103.87	\$63.13	\$167	\$0
Transport	3380 LOCAL ROAD MAINTENANCE	\$423,000.00	\$268,620.39	\$154,379.61	\$423,000	\$0
Transport	3410 ROADVERGE MAINTENANCE	\$25,000.00	\$14,200.00	\$10,800.00	\$25,000	\$0
Transport	3420 LIGHTING OF STREETS	\$16,000.00	\$6,398.67	\$9,601.33	\$16,000	\$0
Transport	3440 CONTRACT STREET SWEEPING	\$7,000.00	\$0.00	\$7,000.00	\$7,000	\$0
Transport	3450 TRAFFIC COUNTER PLACEMENT	\$5,001.00	\$1,851.06	\$3,149.94	\$4,000	\$1,001
Transport	3470 SAFETY MEASURES WORKS	\$7,500.00	\$1,678.67	\$5,821.33	\$7,500	\$0
Transport	3572 PURCHASE OF MINOR EQUIP.	\$18,500.00	\$3,613.64	\$14,886.36	\$18,500	\$0
Transport	3682 TRANSFER TO RESERVE	\$230,000.00	\$0.00	\$230,000.00	\$230,000	\$0
Transport	4012 GRAVEL PIT REHABILITATION	\$20,000.00	\$18,360.00	\$1,640.00	\$20,000	\$0
Transport	7120 ROMANS ROAD INV. SYSTEM	\$8,000.00	\$5,392.15	\$2,607.85	\$8,000	\$0
Transport	9372 DEPRECIATION EXPENSE RCO	\$1,588,200.00	\$342,704.14	\$1,245,495.86	\$1,588,200	\$0
Transport	3221 MRD DIRECT GRANTS	-\$59,474.00	-\$60,029.00	\$555.00	-\$60,029	\$555
Transport	3231 REGIONAL ROAD GROUP GRANTS	-\$170,000.00	-\$136,000.00	-\$34,000.00	-\$170,000	\$0
Transport	3261 ROADS TO RECOVERY GRANT	-\$208,081.00	\$0.00	-\$208,081.00	-\$208,081	\$0
Transport	3281 MRD BRIDGEWORK GRANT	-\$93,000.00	-\$31,000.00	-\$62,000.00	-\$93,000	\$0
Transport	3311 CROSSTOVER CONTRIBUTION	-\$500.00	-\$181.82	-\$318.18	-\$181	-\$319

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Transport	3341	MOWEN ROAD	-\$5,000,000.00	-\$4,000,000.00	-\$1,000,000.00	-\$5,000,000.00	\$0
Transport	3351	TIRES INCOME	-\$125,000.00	\$0.00	-\$125,000.00	-\$125,000.00	\$0
Transport	3361	SUPERV.FEE ROAD CONST.	-\$100,000.00	-\$42,976.00	-\$57,024.00	-\$100,000.00	\$0
Transport	3371	JALBARRAGUP BRIDGE	-\$4,300,000.00	\$0.00	-\$4,300,000.00	-\$4,300,000.00	\$0
Transport	3595	PROCEEDS FROM LOAN	-\$280,000.00	\$0.00	-\$280,000.00	-\$280,000.00	\$0
Transport	3685	TRANSFER FROM RESERVE	-\$230,000.00	\$0.00	-\$230,000.00	-\$230,000.00	\$0
Transport	8393	INCOME SALE OF ASSETS	-\$80,000.00	-\$84,000.00	\$4,000.00	-\$80,000.00	\$0
Transport	3130	MOWEN ROAD	\$5,219,251.00	\$3,077,140.98	\$2,142,110.02	\$5,219,251.00	\$0
Transport	3170	COUNCIL ROAD PROGRAMME	\$463,081.00	\$135,996.59	\$327,084.41	\$463,081.00	\$0
Transport	3180	MRD SPECIAL BRIDGEWORKS	\$93,000.00	\$0.00	\$93,000.00	\$93,000.00	\$0
Transport	3190	TIRES PROJECTS	\$125,000.00	\$64,676.38	\$60,323.62	\$125,000.00	\$0
Transport	3210	FOOTPATH PROGRAM	\$50,000.00	\$50,954.71	-\$954.71	\$51,000.00	-\$1,000
Transport	3250	JALBARRAGUP BRIDGE	\$5,087,973.00	\$310.00	\$5,087,663.00	\$5,087,973.00	\$0
Transport	3254	PRINCIPAL REPAYMENTS	\$4,868.00	\$4,868.10	-\$0.10	\$4,868.00	\$0
Transport	3564	PURCHASE OF PLANT	\$420,000.00	\$378,719.50	\$41,280.50	\$378,720.00	\$41,280
Transport	3574	PURCHASE OF EQUIPMENT	\$0.00	\$3,355.37	-\$3,355.37	\$3,500.00	-\$3,500
Transport	6880	DEPOT CONSTRUCTION	\$20,000.00	\$4,804.02	\$15,195.98	\$16,600.00	\$3,400
Transport Total			\$3,239,050.00	\$48,805.30	\$3,190,244.70	\$3,195,833.00	\$43,217
Economic Services	3842	NOXIOUS WEEDS/PEST PLANTS	\$4,500.00	\$9,048.03	-\$4,548.03	\$4,500.00	\$0
Economic Services	3862	FUNCTIONS/EVENTS SUPPORT	\$23,000.00	\$625.23	\$22,374.77	\$23,000.00	\$0
Economic Services	3872	FERAL PIG PROGRAM	\$4,286.00	\$52,597.11	-\$48,311.11	\$88,217.00	-\$83,931
Economic Services	3912	CARAVAN PARKS GARDENING	\$15,001.00	\$144.82	\$14,856.18	\$15,001.00	\$0
Economic Services	3932	CARAVAN PKS/CAMPING GRDS	\$16,440.00	\$355.44	\$16,084.56	\$16,440.00	\$0
Economic Services	4062	SALARY	\$66,574.00	\$49,672.49	\$16,901.51	\$61,864.00	\$4,710
Economic Services	4072	SUPERANNUATION	\$7,787.00	\$878.13	\$6,908.87	\$7,800.00	-\$13
Economic Services	4082	A/LEAVE EXP BUILDING	\$6,584.00	\$1,646.00	\$4,938.00	\$6,584.00	\$0
Economic Services	4092	CONTROL EXPENSES	\$7,800.00	\$3,891.04	\$3,908.96	\$6,700.00	\$1,100
Economic Services	9452	DEPRECIATION EXPENSE TOU	\$6,640.00	\$1,673.59	\$4,966.41	\$6,640.00	\$0
Economic Services	3893	FERAL PIG PROGRAM	-\$4,286.00	-\$88,217.00	\$83,931.00	-\$88,217.00	\$83,931
Economic Services	4153	CHGES & FEES BUILD PERMIT	-\$18,000.00	-\$13,625.85	-\$4,374.15	-\$18,000.00	\$0
Economic Services	4263	SALE OF MATERIAL	-\$5,000.00	-\$1,425.90	-\$3,574.10	-\$2,440.00	-\$2,560
Economic Services	4225	SALE OF PLANT & EQUIPMENT	-\$3,600.00	\$0.00	-\$3,600.00	-\$3,600.00	\$0
Economic Services	4194	PLANT AND EQUIPMENT	\$6,200.00	\$0.00	\$6,200.00	\$6,200.00	\$0
Economic Services Total			\$133,926.00	\$17,263.13	\$116,662.87	\$130,689.00	\$3,237
Other Property And Services	4570	SALARIES	\$0.00	\$531,606.00	-\$531,606.00	\$0.00	\$0
Other Property And Services	4580	WAGES	\$0.00	\$727,978.28	-\$727,978.28	\$0.00	\$0
Other Property And Services	4590	LESS SALARIES ALLOCATED	\$0.00	-\$531,606.02	\$531,606.02	\$0.00	\$0
Other Property And Services	4600	LESS WAGES ALLOCATED	\$0.00	-\$727,978.28	\$727,978.28	\$0.00	\$0
Other Property And Services	6840	WAGES UNALLOCATED	\$0.00	\$0.03	-\$0.03	\$0.00	\$0
Other Property And Services	4292	PRIVATE WORKS - EXPENDITURE	\$20,969.00	\$24,016.34	-\$3,047.34	\$26,800.00	-\$5,831
Other Property And Services	4312	TRAINING	\$10,000.00	\$7,053.76	\$2,946.24	\$7,054.00	\$2,946

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Budget Review as at 31st January 2011

Other Property And Services	4322 LSL EXPENSE WORKS	\$18,144.00	\$4,536.00	\$13,608.00	\$18,144	\$0
Other Property And Services	4332 SALARIES (PWO)	\$92,958.00	\$43,258.28	\$49,699.72	\$75,100	\$17,858
Other Property And Services	4352 A/LEAVE EXP WORKS	\$63,531.00	\$15,883.00	\$47,648.00	\$63,531	\$0
Other Property And Services	4362 OCCUPATIONAL SUPER	\$77,592.00	\$62,652.00	\$14,940.00	\$99,800	-\$22,208
Other Property And Services	4382 DEPOT OFFICE EXPENSES	\$0.00	\$680.08	-\$680.08	\$0	\$0
Other Property And Services	4402 SICK LEAVE	\$12,960.00	\$9,090.05	\$3,869.95	\$12,960	\$0
Other Property And Services	4432 INSURANCE ON WORKS	\$52,407.00	\$47,206.29	\$5,200.71	\$49,400	\$3,007
Other Property And Services	4452 PROTECTIVE CLOTHING	\$10,000.00	\$6,709.18	\$3,290.82	\$10,000	\$0
Other Property And Services	4462 OCCUP. HLTH. SAFETY EXPEN	\$3,500.00	\$77.61	\$3,422.39	\$1,800	\$1,700
Other Property And Services	4472 POC WAGES	\$68,019.00	\$42,096.52	\$25,922.48	\$74,100	-\$6,081
Other Property And Services	4482 TYRES & BATTERIES	\$25,000.00	\$8,079.56	\$16,920.44	\$25,000	\$0
Other Property And Services	4492 INSURANCE & LICENSES	\$21,100.00	\$21,266.67	-\$166.67	\$22,000	-\$900
Other Property And Services	4512 LESS POC ALLOCATED TO W&S	-\$591,817.00	-\$500,216.34	-\$91,600.66	-\$630,292	\$38,475
Other Property And Services	4532 ADMINISTRATIVE EXPENSES	\$1,000.00	\$0.00	\$1,000.00	\$1,000	\$0
Other Property And Services	4562 RDO ACCRUAL	\$0.00	-\$54.03	\$54.03	\$0	\$0
Other Property And Services	4982 FUEL & OIL	\$250,000.00	\$73,385.63	\$176,614.37	\$282,494	-\$32,494
Other Property And Services	4992 SUNDRY TOOLS & STORES	\$4,000.00	\$125.28	\$3,874.72	\$4,000	\$0
Other Property And Services	6792 PUBLIC HOLIDAY PAY	\$31,104.00	\$15,516.52	\$15,587.48	\$31,104	\$0
Other Property And Services	6802 PARTS AND EXTERNAL WORK	\$55,000.00	\$33,837.18	\$21,162.82	\$54,000	\$1,000
Other Property And Services	7422 LESS PWO ALLOCATED TO W&S	-\$380,209.00	-\$413,282.97	\$33,073.97	-\$390,424	\$10,215
Other Property And Services	7672 RECRUITMENT EXPENSES	\$2,000.00	\$247.24	\$1,752.76	\$500	\$1,500
Other Property And Services	9382 DEPRECIATION EXPENSE RMC	\$168,698.00	\$41,473.36	\$127,224.64	\$168,698	\$0
Other Property And Services	9562 DEPRECIATION EXPENSE UNC	\$20,031.00	\$2,358.84	\$17,672.16	\$20,031	\$0
Other Property And Services	4323 PRIVATE WORKS -INCOME	-\$25,000.00	-\$39,414.73	\$14,414.73	-\$44,000	\$19,000
Other Property And Services Total		\$10,987.00	-\$493,418.67	\$504,405.67	-\$17,200.00	\$28,187.00
Grand Total		\$3,590,875.00	-\$661,423.53		\$3,651,593.00	-\$60,718

AGENDA NUMBER: 10.14
SUBJECT: Sale of Surplus Equipment
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: TEN 0111
AUTHOR: Kevin Waddington – Assistant Manager Corporate Services
AUTHORISING OFFICER: Craige Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST: Nil
DATE OF REPORT: 28 February 2011

Attachment: Tender Submissions

BACKGROUND:

Council at its November 2010 information session did not object to a tender being arranged for some items of surplus equipment as follows:

2 x Panasonic Fax KX-FP145
1 x Canon Fax Jx500
Personal Computer Asset # F 63
Personal Laptop Computer Asset # F 61
Overhead Projector
2 Door Cupboard
Picture Book Display

Items were available for viewing up until the tender closing date of 25 February 2011.

Five tenders were received with the sole assessment criteria being price. A schedule of tenders received is attached.

COMMENT:

The attached table details the tenders received for the surplus equipment. No tenders were received for one of the Panasonic Fax KX-FP145 s/n 6FBQB512723 or the Picture Book Display. These items have no value to Council from a financial (100% written down) or operational viewpoint and therefore will be appropriately disposed of.

Council's Delegation number 40 states in part:

"the holding of that sale is to result in an agenda item to the next Council meeting, whereby Council will confirm the items of surplus equipment to be sold, the successful tenderer and the price. Any Council member or staff member who has

placed a tender for any item must not be part of the tender process and is to declare a financial interest when the matter comes before Council as would normally be the case."

Following the intent of this delegation, Council needs to determine that the items tendered are surplus to Council's requirements, and confirm the successful tenderer.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

POLICY IMPLICATIONS:

Delegation Number 40.

FINANCIAL IMPLICATIONS:

If the recommendation is accepted, Council will net (GST exclusive) \$369.70 for the surplus equipment.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATIONS:

1. Council determine that the following equipment is surplus to Council's requirements and that tenders received for the equipment is accepted per the table below:

LOT	EQUIPMENT	TENDERER	PRICE
1	Panasonic Fax KX-FP145 s/n 6EAQB512432	J Patman	16.90
3	Canon Fax JX500	J Patman	22.30
4	HP Compaq Pentium 4 HT Desktop s/n AUD63601X2 asset number F63	J Patman	101.50
5	HP Compaq Notebook NX6320 s/n CNU634XCB2 asset number F61	T Bishop	156.50
6	Overhead Projector	A Chambers	45.00
7	2 Door Cupboard (adjustable shelves)	J Patman	27.50

2. That the Panasonic Fax KX-FP145 s/n 6FBQB512723 and the Picture Book Display, be appropriately disposed of as they have no value to Council.

8590 MELLEMA/PINKERTON

1. Council determine that the following equipment is surplus to Council's requirements and that tenders received for the equipment is accepted per the table below:

LOT	EQUIPMENT	TENDERER	PRICE
1	Panasonic Fax KX-FP145 s/n 6EAQB512432	J Patman	16.90
3	Canon Fax JX500	J Patman	22.30
4	HP Compaq Pentium 4 HT Desktop s/n AUD63601X2 asset number F63	J Patman	101.50
5	HP Compaq Notebook NX6320 s/n CNU634XCB2 asset number F61	T Bishop	156.50
6	Overhead Projector	A Chambers	45.00
7	2 Door Cupboard (adjustable shelves)	J Patman	27.50

2. That the Panasonic Fax KX-FP145 s/n 6FBQB512723 and the Picture Book Display, be appropriately disposed of as they have no value to Council.

CARRIED 7/0

SHIRE OF NANNUP
SURPLUS EQUIPMENT TENDER

TENDER No. 1/11

LOT	EQUIPMENT	Tenderer's Names/Amount Tendered					
		Tracie Bishop	John Patman	Andrew Kaufman	Athie Chambers	Brian Puckey	
1	Panasonic Fax KX-FP145 s/n 6EAQB512432		16.90				
2	Panasonic Fax KX-FP145 s/n 6FBQB512723						
3	Canon Fax JX500		22.30				
4	HP Compaq Pentium 4 HT Desktop s/n AUD63601X2 asset number F63		101.50	100.00	55.00		
5	HP Compaq Notebook NX6320 s/n CNU634XCB2 asset number F61	156.50		100.00		50.00	
6	Overhead Projector				45.00		
7	2 Door Cupboard (adjustable shelves)		27.50	20.00			
8	Picture Book Display						

Tenders opened at 4.00pm 25/02/2011 and awarded as indicated above by shading.

Lot Numbers 2 & 8 received no interest and are to be disposed in accordance with normal practice.

AGENDA NUMBER: 10.15
SUBJECT: Request for Fee Waiver, Glee Club
LOCATION/ADDRESS:
NAME OF APPLICANT: Nannup Glee Club
FILE REFERENCE: ADM 30
AUTHOR: Kevin Waddington – Assistant Manager Corporate Services
AUTHORISING OFFICER: Craige Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 28th February 2011

Attachments: 1. Council Policy HAB 2
 2. Letter from Nannup Glee Club

BACKGROUND:

The Nannup Glee Club have written to Council seeking a fee waiver for the use of the Nannup Town Hall for community based performances as well as a number of other hire occasions where rehearsals were undertaken.

COMMENT:

Council Policy HAB 2 (clause 8) is applicable and reads as follows:

"Council will have regard to the perceived benefits to the community, and what is in the best interests of the community, when determining if any fee or charge should be refunded or waived."

Given the community and non profit nature of the hire a fee waiver is supported and if approved would be recorded as a community group donation in Council's books of account.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Council Policy HAB 2 is applicable.

FINANCIAL IMPLICATIONS:

If a fee waiver was invoked Council would not realise income as follows:

39 weeks @ \$19.00/week : \$741

(Note: waived amount is for use of the Nannup Town hall for a full year less the winter months)

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATION:

8591 BOULTER/PINKERTON

1. That Council waive hire fees for the Nannup Glee Club for various rehearsals at the Town Hall totalling an amount of \$741.
2. That this denotation to the Nannup Glee Club be included on Community Donation Register.

CARRIED 7/0

Policy Number:	HAB 2
Policy Type:	Health and Building
Policy Name:	Use/Hire of Community Facilities
Policy Owner:	Chief Executive Officer

Authority Shire of Nannup

POLICY

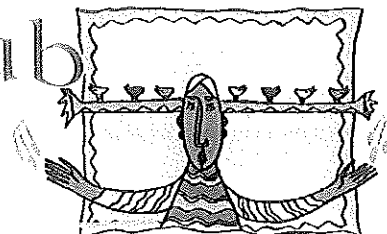
1. Council encourages the self-management of community buildings and will endeavour to provide adequate support to community groups who are eager to maintain and develop community buildings and facilities.
2. The tenure of local controlling committees with their buildings and/or land shall be by way of lease agreement based on the Shire of Nannup Tenancy Agreement Standard Terms and Conditions, with each lease/agreement being endorsed by Council prior to the occupation of any premises. Council is to have regard to the individual circumstances of community groups when finalising any lease/agreement.
3. All facilities must be managed on a financially independent basis and fees, subscriptions, rentals, levies etc; must be sufficient to cover all operational outgoings which should include maintenance required as a result of normal wear and tear, as well as electricity, water and any other utilities.
4. Council reserves the right to provide annual operational grants to managing committees if such expenses are considered to be outside the resources of the organisation, is seen to be in the general interests of the community or is granted to assist an organisation in its establishment.
5. Council, upon receipt of Annual Financial Statements and Building Reports will consider budget allocations for expenses of a non-operational nature such as major repairs, additions or renovations in line with normal annual budget deliberations.
6. Council will undertake an inspection of all community buildings as part of its budget deliberations.
7. Council will not, at the expense of a community based not for profit group, enter into a lease/agreement with any organisation that is considered commercial in nature. If Council does enter into a lease/agreement with an organisation that is considered commercial in nature, commercial arrangements and conditions are to be put in place.

8. Council will have regard to the perceived benefits to the community, and what is in the best interests of the community, when determining if any fee or charge should be refunded or waived.

Related Policies	
Related Procedures/Documents	
Delegated Level	
Adopted	<i>OM 17 December 1992</i>
Reviewed	<i>OM 9 June 1994 OM 28 February 2002 OM 23 August 2007 OM 26 February 2009 OM 22 July 2010 #8428 Reviewed & Amended OM 24 February 2011 #8558</i>

Nannup Glee Club

Lot 1 North Street, Nannup W.A. 6275—Ph. 9756 1560



Shire of Nannup,
Att: The C.E.O.,
Adam Street, Nannup,
W.A. 6275

SHIRE OF NANNUP			
RECEIVED			
Ref: ADM 30	No. 2011/31		
15 FEB 2011			
CEO MCS WM MDS	AO EO CDO CR:	LIB PUB	FMO YO RO

10th February, 2011

Dear Sir,

RE: Hall Hire

As you are no doubt aware, the members of the Nannup Glee Club have been an active group in the townsite for the last two and a half years.

During the winter we meet at the Ambulance Hall as that is a warmer venue, but for the rest of the year, because the acoustics are better, we used the Town Hall for our practice sessions and paid a weekly amount of \$19. We did not question the notification advising us that all users would be paying these fees. In recent times however, it has been brought to our attention that we are in fact the only group who has paid for using this facility. We are therefore now asking if the fee could be waived in line with other groups. Although we are a voluntary group who meet for the enjoyment of singing, we do contribute to the community by providing entertainment at Christmas festivities for the older citizens in town and at the Nannup Hospital, as well as supporting the Australia Day, Australian Naturalisation and ANZAC Day Ceremonies.

We look forward to hearing further from you.

Yours sincerely,

Gemma

U Russell

AGENDA NUMBER: 10.16
SUBJECT: Draft Shire of Nannup Bike and Trails Plan
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: REC 1
AUTHOR: Louise Stokes, Community Development Officer
AUTHORISING OFFICER: Craig Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 7 March 2011

Attachment: Draft Shire of Nannup Bike and Trails Plan

BACKGROUND:

Council received funding through the Department of Transport and Lotterywest to update the Nannup Bike Plan and to undertake planning and alignment for a Spur Trail from the Bibbulmun Track to the Nannup townsite in 2010.

An audit has been undertaken of footpaths and trails in the region and community consultation and workshops have identified and prioritised trails for future development within the Shire.

COMMENT:

Consultation has been undertaken with community organisations and residents, DEC, stakeholders, user groups, the Bibbulmun and Munda Biddi Foundations.

The plan details 38 recommendations relating to maintenance and construction of cycle paths and trails within the Shire. These are detailed on Table 1 in the report.

There are several major issues identified within the report that need to be resolved prior to the development of new trails in the region.

These include:

- The ongoing maintenance of trails on DEC land,
- The deteriorating status of the Riverside Trail,
- Poor signage on trails and the lack of comprehensive promotional material available,
- The Timberline Trail has been closed for two years and should be reopened as a matter of urgency,
- The requirement for an MOU across all Shires and DEC regarding maintenance of trails within the South West,
- Signage and ongoing maintenance for cycle paths within the townsite.

The development of a comprehensive Shire of Nannup Bike and Trails Plan is the outcome of the program presenting an opportunity to ensure DEC, Bibbulmun

Foundation, the Munda Biddi Foundation and the community's visions are pulled together and can be incorporated into future revision of the Shire's Forward Plan.

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS: Nil.

STRATEGIC IMPLICATIONS:

The Shire of Nannup Bike and Trails plan will form a framework for future funding and project development within the Shire.

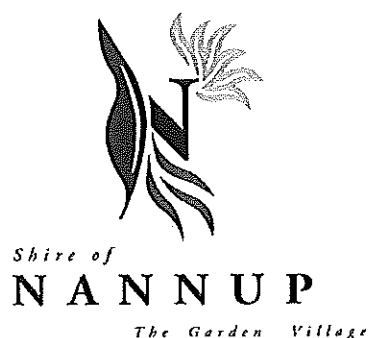
RECOMMENDATIONS:

1. That Council receive the final draft of the Shire of Nannup Bike and Trails Plan.
2. That Council advertise the plan for public comment for one month with copies made available at the Shire Office and on the Shire website.

8592 CAMARRI/PINKERTON

1. That Council receive the final draft of the Shire of Nannup Bike and Trails Plan.
2. That Council advertise the plan for public comment for one month with copies made available at the Shire Office and on the Shire website.

CARRIED 7/0



Bike and Trails Plan 2010 - 2015

Vision

To foster a community that acknowledges its heritage, values and lifestyles whilst encouraging sustainable development.

Mission

The Shire of Nannup will deliver quality services, facilities and representation in order to achieve our Vision.



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- 13. Summary of Nannup trails.

BACKGROUND & GUIDING PRINCIPLES

Section 1 - Introduction

1.1 Background

The Nannup townsite is situated approximately 288 kilometres (by road) south of Perth and is situated on the southern side of the junction of the Blackwood River and the Vasse Highway. Details concerning the town and population can be found at Appendix 1.

The Council corporate municipal logo includes the slogan "*Shire of Nannup - The Garden Village*". The concept of a "village" suggests a friendly, small settlement with a relaxed lifestyle, and this theme has been retained as central to the planning process.

Thompson McRobert Edgeloe prepared a five year Bike Plan for the Nannup Townsite in 2005 and this plan was due for review in 2010. This Bike Plan Review (2010) has been prepared for the Shire of Nannup with funding made available by Lotterywest and Department of Transport (Regional Bicycle Network Local Government Grants program) and will be expanded to include not only foot/bike paths in the Nannup townsite but also walk/cycle trails in the wider region.

The Plan provides a framework for Council in the planning and development of footpaths, cycleways and trails in the Shire and will be used to assist in obtaining future grants. The five year construction programme will be considered by Council in the adoption of its Forward Plan, particularly in terms of its financial implications.

The objective of this Plan is to develop a network of facilities which:

- is convenient, accessible and safe;
- is comprehensive, providing access to most destinations;
- establishes connectivity; and
- has regional coverage.

1.2 Methodology

The methodology used to investigate and to prepare this Plan was as follows:-

- Meetings with :
 - Munda Biddi Trails Foundation (including community workshop).
 - Warren Blackwood Trails Project Officer.
 - Department of Environment and Conservation.
 - Water Corporation.

- Meeting with Council staff to identify key issues
- Conduct audit of the townsite and existing path system;
- Conduct audit of existing trails (Old Timberline, Kondil Park and Riverside Walks).
- Liaison with key stake holders, including:-
 - school
 - police
 - Community Access Plan Committee
 - Nannup Visitor Centre
 - Bibbulmun Track Foundation

The following plans and reports were considered during the data collection phase of this project:

- 2005 TME Bike Plan.
- Warren Blackwood Strategic Alliance (this is an association of the Shires of Boyup-Brook, Bridgetown-Greenbushes, Nannup and Manjimup). The WBSA is developing a website to promote trails in the southern region.
- Recreation Facilities Strategic Plan April 2000 (Shirley Barnes & Associates). This plan recommended the expansion of the walk trail network; preferably linking up with existing trails and the Bibbulmun Track.
- Nannup 2009 Community Planning Day Report. This report identified a need for more walk and cycle trails. In addition, a key goal agreed was to “promote Nannup as a cycle friendly town; with key tasks being to improve and add to cycling infrastructure in the town, establish new cycle and walk loop trails around the river and establish more end of trail facilities.
- Blackwood River Valley Trails Audit January 2005 (ISM Consulting). This report recommended that the Nannup Riverside Walk, Kondil Park and Old Timberline Trail be included in the Blackwood River Valley Trails brochure. This was acted on, and copies of this brochure are available at Visitor Centres throughout the region.
- Physical Activity Plan 2005-2008 (ISM Consulting). This plan recommended:
 - Utilising local resources/facilities (Blackwood River, Barrabup Pool, forests and trails) to develop a range of wet and dry adventure activity programs.
 - Developing “Walk It” programs utilising trails and footpaths.
- South West Active Ageing Research Project (South West Development Commission 2010)

The information gathered in these reports shared one common theme; that the community supported the development of facilities that would provide opportunities for the community to participate in physical activity programs and that walking/cycling are two of the most popular forms of non-organised activities. Although some of the recommendations have been acted on, there is

still much work to be done to improve the standard of footpaths and trails; both in terms of physical condition and marketing.

1.3 Disability Access & Inclusion Plan

The Shire of Nannup adopted a Disability Access Plan (DAIP) in June 2006 and a review was carried out in November 2010. The purpose of this plan is to ensure that people with disabilities can access council facilities, functions and services; including the construction and maintenance footpaths. Under footpaths, it was noted that existing footpaths are not user friendly to people with mobility problems (Outcome No 2). This outcome was reported in both in 2006 and 2010.

Members of the community who use gophers or scooters were consulted during the footpath audit, and problems with footpaths identified; leading to the conclusion that there is still much work to be done in this area.

Although all concrete paths have been designated by the Shire of Nannup as suitable for use by disabled persons, the construction process requires gaps to be left between slabs, and the paths become uneven as the path ages. Regular risk assessment and maintenance is required by the Shire to ensure that concrete paths are safe for use by people with disabilities.

In addition, the DAIP recommended that tactile markers be purchased and laid onto footpaths.

1.4 Community Involvement in the Plan

An extensive community consultation process has been undertaken in developing this Plan. This includes:

- Press releases to the local media, requesting input from residents.
- Involvement of keen walkers and cyclists who have assisted completion of Trails Assessment sheets. See Acknowledgements at Appendix 6.
- Public workshop held to discuss the Munda Biddi Trail.
- Display board/maps presented at Nannup community market. See summary of feedback provided at Appendix 6.

1.5 Cycle Friendly Network

Department of Planning and Infrastructure encourages local governments to consider amendments to the Town Planning Scheme to:

- encourage commercial and community facilities to install end of trip facilities eg bicycle racks.
- Provide bicycle facilities as part of the approval process for new residential sub-divisions.

The Shire of Nannup has embraced these philosophies - see Part D Recommendations (General).

1.6 Encouragement of Cycling

A role of local government is to encourage local residents to cycle to local services and facilities. Given the flat terrain in the town, and availability of dual purpose concrete paths, this has largely been achieved. More end of trip facilities in the CBD are, however, required to provide a sense of security for cyclists. See Recommendations (General).

TOWN PATHS AND INFRASTRUCTURE

Section 2 Guiding Principles

2.1 Shire of Nannup Forward Plan 2010/11 – 2014/15

The Shire of Nannup maintains a Forward Plan for the municipality. Footpaths and dual use paths are included in program 12.1 of the plan. The plan also allocates \$600,000 in the 2011/12 financial year (program 12.2) for an upgrade of the Main Street.

2.2 Schedule of Works

The future construction and upgrade of paths and cycle parking in the Shire of Nannup has been based on priorities set by Council. These are as shown below.

Criteria

- Links two or more communities or trip attractors.
- Will be used regularly by local residents.
- Will be used regularly by visitors.
- Services a key destination (eg community facility, school, hospital, sports facility)
- Trail or path already exists and can be upgraded at small cost (eg modifying hazardous drainage grates, providing kerb ramps, building crossing refuges).
- Cycle parking can be provided at key destination.
- Matching grants have a good likelihood of being secured.
- To ensure that the safe crossing points are provided across main roads.
- Meet need where future potential residential growth may occur.
- Topography and local constraints along roadsides are conducive to development.
- Allowing for between 400 and 500 metres of pathway to be constructed each year.
- Improve access to facilities for disabled residents and visitors.

During the assessment process, the route was assessed against these criteria.

2.3 Bike Plan Guidelines 2008

This Plan has been prepared in accordance with the Department of Transport Local Government Bike Plan Guidelines 2008, which requires:

- Identification of local route networks (including identification of trip attractors and safe routes to schools).
- Appropriate design and compliance with Australian Standards AS1742.9 and AS2890.3
- Analysis of travel demand.
- Analysis of accident statistics.
- Analysis of bike parking (end of trip facilities).
- Establish local priorities (through analysis of accident statistics and community involvement in the plan)

- Ongoing processes in place to ensure cycle friendly road networks and the encouragement of cycling.
- Develop a process for schedule of works and maintenance programme; and
- Recommend a Plan review process.

2.4 Trip Attractors

The location of town paths has been reviewed with the aim of providing fast, efficient links between residential areas and trip attractors that attract both adults and children. Special consideration has been given to the provision safe bicycle routes to/from schools and facilities at schools. A full list of trip attractors is included at Appendix 4.

2.5 Travel Demand

There has been no specific research done to determine the level of bicycle use within the town. In considering this it is noted that:-

- 1 Traffic counts indicate that Warren Road has a vehicle traffic count of less than 1,800 vpd.
- 2 Many residential streets would have a vehicle traffic less than 1,000 vpd;
- 3 Of the 125 school children at the Nannup High School, 62 (50%) travel by bus from outlying areas; with a proportion of the remainder either walking or riding to school.

The school principal confirmed that he has no issues with the pathways servicing the school.

These figures indicate that all the roads within the town carry low traffic volumes. However the presence of heavy vehicles and tourist / caravans etc does pose a risk to cyclists, especially children.

2.6 Analysis of Crash Statistics

The Police Department has advised that there are no accident statistics for the town and that there have not been any major accidents reported involving cyclists and/or pedestrians.

2.7 End of Trip Facilities

Bicycles are vulnerable to theft and parking facilities need to be located in regularly frequented places and as close as possible to the destination. There are three bicycle parking areas within the town (at skate park, Foreshore Park and in the park on Grange Road).

2.8 Design

The following design characteristics are to be considered when planning a footpath:

- Suitable surface that is safe and matches the character of the town.
- Minimal environmental impact when considering the location and during construction.
- Access for all users – providing shared use pathways whenever possible.
- Strategies identified in the Disability Access and Inclusion Plan.
- Width – adequate for users.
- Drainage is easy to maintain.
- It would normally be expected that an adjacent sealed and kerbed road would exist before a new pathway was considered.
- That the pathways be kept separate from the road carriageway.

The use of concrete as a primary building material means that the surface will become uneven within 10 years (earlier if tree root damage occurs) therefore regular inspection and maintenance is to be carried out. See Recommendations (Maintenance & Construction).

2.9 Types of Pathways

Typically, the building materials used are listed below :

- Concrete
- Asphalt
- Brick paving

In Nannup townsite, the preferred building material is concrete.

2.10 Facilities

The design of all bicycle facilities must be in accordance with Austroads Guide to Traffic Engineering Part 14: Bicycles and Australia Standards relating to bicycles AS1742.9 and AS2890.3.

Council consider the following guidelines and publications in the design of paths:

- Guideline to Traffic Engineering Practice - Part 13 Pedestrians (Ausroads);
- Guideline to Traffic Engineering Practice - Part 14 Bicycles (Ausroads);
- Guidelines for the design of Bicycle Facilities (Bikewest);
- Design for Access and Mobility (AS 1428 Parts 1 & 2)

2.11 Signage

Effective directional signage conveys both the destination and distance and must meet Main Roads WA requirements. In addition to directional signage, regulatory signage is required on all shared paths to allow cyclists of 12 years and older to use them legally. Regulatory signage also requires Main Roads approval. There is insufficient signage on Nannup shared use paths and improvements are required. See Recommendations (Signage).

2.12 Cycle Awareness

Effective training of schoolchildren is an important preventative measure. Both Nannup High School and Nannup police agree that it would benefit the community to run cycle safety awareness courses. See Recommendations (General).

TOWN PATHS AND INFRASTRUCTURE

Section 3 Footpath Audit

3.1 Summary of Footpath Construction 1998/99 – 2009/10

The table at Appendix 2, summarises a list of town paths that have been constructed during the period 1998 - 2009.

3.2 Shire of Nannup Forward Plan 2010/11 – 2014/15

The proposed financial commitments for footpath construction in the Shire of Nannup Forward Plan are shown at Attachment 3. This information is to be updated as projects are completed or priorities change due to funding etc. Based on the feedback provided during the consultation held in January 2011, the community is generally satisfied with both the standard of footpaths and plans for future development.

3.3 Footpath Audit

A footpath audit was conducted during development of this Plan and detailed results are provided in the supplementary footpath audit sheets provided with this report.

Ausroads Standards Australia Guide to Traffic Engineering Practice Parts 13 & 14 (see extract at Appendix 7) states that:

- Kerbing is to provide a smooth change in the level between the footpath and the pavement.
- Guidance devices are to be provided to warn people with limited or no sight, and those with other disabilities, of obstacles and intersections.
- The width of shared use Local Access Paths is to be between 2.0m and 2.5m (Ausroads recommend 2.5m however 2.0m is an acceptable width where paths experience very low use at all times on all days).
- Signage and sight distance must be adequate on all approaches so that cyclists and motorist can easily identify the risk at intersections.

The South West Active Ageing Project report (Outcome 5 Mobility and transport) provides some useful feedback from older people and their desire for good walking, cycling and gopher routes.

This should also be used as a guide for future design:

- Provide paths on at least one side of residential streets and on both sides of major roads.
- Ensure that footpaths are wide enough with centre lines so that wheelchairs, gophers, cyclists and walkers can use the facility side by side.

- Design footpaths for use by older people; made from durable non-slip material, have tactile ground surface indicators at bus stops and traffic intersections; and keep gentle gradient on kerb ramps.
- Ensure road crossings are well marked, wheelchair and gopher accessible in a convenient position for pedestrian and cyclist movement.
- Illuminate walking paths and seating areas.

A summary of general observations made as a result of the audit is as follows:

- No directional signage currently exists to assist cyclist and others to determine a preferred route to services and facilities in town. Directional and end of trip signage is required throughout the townsite area and, as a priority, around the school site.
- All concrete paths are designated as shared use but none have signage to confirm this. Appropriate signage to be installed.
- No tactile markers exist on footpaths to assist people with disabilities.
- Paved paths in the CBD are all single use (pedestrian). Although they are wide, the surface is uneven as a result of tree root damage, service/manhole covers and general age/deterioration.
- Concrete and paved paths are uneven - see Appendix 5 and Audit Results (Warren Rd 17B) for photographs of tree root damage and uneven ramps. Although the pathways can be used by gophers and scooters, people using wheelchairs or walking sticks have to exercise great care when using these paths.
- Gopher users advise that some kerb ramps are too high and they occasionally get stuck, needing assistance to move on.
- Stalls from the Community Market spill out on to the footpath during the winter months, making it difficult for gophers to negotiate.

The Shire is already planning a full (Capital Works) review of footpaths and these issues should be included in that review process. Until that time, additional assessments to be carried out by Shire staff to identify and rectify possible trip hazards.

3.4 Bike Paths in Main Street.

Warren Road which runs the length of the Central Business District has a reserve width of 20 metres and a pavement width of 16 metres. It is narrow and travelled regularly by heavy vehicles. The brick paving in the town centre is generally between 2.0 and 3.0 metres wide but is, in places, obstructed by verandah posts, signs and street furniture. This makes it difficult to adequately separate pedestrians and cyclists and could lead to conflict in what is clearly a pedestrian area.

Given the above factors it is not considered practical to provide for cycling on the existing brick paving in Warren Street. Nor is it desirable for cyclists to use the road pavement, due to its narrow width and the need to maintain on street parking facilities. Hence this Plan advocates the establishment of alternative cycling routes along residential roads that run parallel to the main road.

3.5 Gap Analysis

A gap analysis of existing townsite paths identified that the footpaths in Footpath Construction Schedule (Appendix 3) were appropriately prioritised.

As the town develops its “cycle friendly” theme, more bike racks and secure storage lockers will be required in the main street and Visitor Centre.

3.6 Maintenance Schedule

An annual review of paths is required and should be carried out in spring each year. Maintenance should be carried out as follows:

- Check and replace damaged or missing directional signage.
- Check and replace damaged or missing regulatory signage.
- Regular sweeping of paths to ensure that glass, gravel and other debris is removed.
- Spraying paths to minimise weeds.
- Repair to paths as required.
- Lighting – repair and replacement.
- Pruning of trees/bushes.
- Hazard Reports made available to the community (see sample at Appendix 11)

REGIONAL TRAILS

Section 4 Guiding Principles

4.1 Background

Cycling is becoming a fast growing sport. According to information provided by the Munda Biddi Foundation:

- Cycling is an evolving and growing sector.
- Participants are generally mid-high income (greater than \$50,000 pa), travel light and stay in a broad range of accommodation; from backpackers to quality accommodation and dining.
- Although mountain bikers are prepared to find their own trails, recreational riders and holidaymakers require easy access to trails and information.
- For the tenth consecutive year, there were more bikes sold in Australia in 2009 than cars.

4.2 Shire of Nannup Forward Plan 2010/11 – 2014/15

There is no proposed financial commitment for trail construction or maintenance in the Shire of Nannup Forward Plan. Trails are generally funded on an ad hoc basis and grants are sought to facilitate this process.

Criteria against which trails are assessed are as follows:

- Links two or more communities or trip attractors.
- Will be used regularly by local residents.
- Will be used regularly by visitors.
- Services a key destination (eg community facility, school, hospital, sports facility)
- Cycle parking can be provided at key destination.
- Route can be established by installing signage only.
- Matching grants have a good likelihood of being secured.
- Landholders have given in principal support to development of trail.
- Safe crossing points can be provided across main roads.
- Meet need where future potential residential growth may occur.
- Topography and local constraints along roadsides are conducive to development.

4.3 Trip Attractors

Trip attractors considered in this Plan include heritage sites, lookouts, areas of environmental significance, bird watching, wine tasting, picnic areas any activities that support sustainable tourism (active holidays and cultural tourism). A full list of trip attractors is included at Appendix 4.

4.4 Travel Demand

Munda Biddi Foundation provides a long distance off road cycle touring trail (1000km) and caters for families, groups, beginners and experienced cyclists. They estimate that 25,000 people use the Perth to Nannup section each year. Campsites are 35 – 45 km apart away from the townsites).

4.5 End of Trip Facilities

A good quality bicycle rack and bike repair station are available at the Foreshore Park. These facilities provide excellent service for cyclists using the Munda Biddi.

4.6 Design

Walking tracks are designed in accordance with AS 2156.2-2001 Walking Tracks Infrastructure Design and the following design characteristics are considered when planning a trail:

- Suitable surface that is safe and will require minimum maintenance.
- Minimal environmental impact when considering the location and during construction.
- Access for single users (walk or cycle trails) to maintain highest levels of safety.
- Width – adequate for users.
- Drainage is easy to maintain.
- Signage is clear and trail route is easy to identify.

4.7 Type of Trail

Typically, the building materials used in construction of trails are listed below. :

- Gravel/limestone surface
- Compacted sand, and
- Other natural materials

The Department of Environment and Conservation have a wealth of experience in designing rural trails and have been consulted with extensively during the feasibility study.

4.8 Signage

Considerations for provision of trails signage are as follows:

- Directional signage be provided every 500m or at intersections. Signage to be provided in both directions.
- Interpretive and informational signage to be provided at trail heads.

4.9 Access by Public Transport

It is important that visitors are able to access trails using public transport. In Nannup, visitors are able to access most trails from the townsite. Two bus services service the town (see Appendix 10) however this research has identified that the bus service to Nannup is poor and should not be promoted in marketing information.

4.10 Cycle Friendly Communities

The following facilities are recommended by the Munda Biddi Foundation to encourage cyclists to stay longer in communities:

- Safe cycling routes (off road trails and rural roads with low traffic levels).
- Circular routes for day trips.
- Built and natural attractions along the route.
- Hard copy and electronic maps of the local area that include bicycle friendly accommodation, attractions, bicycle repair, bicycle racks and toilets.
- Retail outlets for bicycle sales, hire, repair and spares.
- A range of eating places providing high carbohydrate meals.
- Secure bike racks that comply with Australian Standards (near main entry to cafes, accommodation and attractions) with good natural surveillance, easily lockable.
- Cycle friendly accommodation.
- Tour companies that provide guided tours and transport for luggage.
- Public transport that allows bicycles on board.

The Shire of Nannup is keen to embrace these principles and is working with the Munda Biddi Foundation to develop Nannup as a Cycle Friendly town.

4.11 Warren Blackwood Recreational Trails Project

The Warren Blackwood Recreational Trails (WBRT) project is identifying existing and potential new trails in the Warren Blackwood region for bushwalking, mountain-biking, horse-riding and canoeing.

Once the data has been collated, a web page will promote trails in the Warren Blackwood region as a whole. It will also create strong links between other sites such as Visitor Centres, Shires, Top Trails, Munda Biddi and Bibbulmun Track. See <http://www.warrenblackwood.com.au/> for details.

WBRT is also co-ordinating a map of the Blackwood River that will open up a canoe trail between Boyup Brook and Nannup. The section to Bridgetown has already been mapped and it is now planned to map the section between Bridgetown and Sues Bridge.

4.12 Munda Biddi Trails Project

The Munda Biddi trail is already established to the north of Nannup; with steps being taken to construct the southern section during the next two years. A community workshop was held in Nannup in September 2010 and the following Shire of Nannup action items have been extracted from the strategy document.

Nannup Cycle Tourism Draft Strategic Plan Action to Develop Opportunities	Who
Finalise draft Nannup Bike and Trails Plan	SON
Five new trails identified: <ul style="list-style-type: none"> • Balingup Nannup Rd • Loops off the Sidings Rail Trail • Link Timberline and Sidings Rail Trails • Willow Springs-Nannup to Balingup link • Town to Kondil Park 	SON/DEC
<ul style="list-style-type: none"> • Integrate cycle tourism infrastructure into Mainstreet Project <ul style="list-style-type: none"> ○ Develop guidelines to allow MBTF CFB 's to install bike racks on footpaths ○ bike rack at key community facilities eg Shire Offices ○ bicycle lockers in CBD ○ remove the cyclist squeeze point outside the video store ○ ensure street furniture is multi use eg tree guards are also bike racks 	SON
Prioritise trails	SON
Seek funding for trails	SON
Expansion of dual use paths and footpaths	SON
Develop trail maintenance MOU template between SON and DEC . Lobby DEC, politicians and state government to maintain trails.	SON/DEC
Provide bicycle mechanic training to interested Nannup residents	MBTF/SON Youth Officer
Investigate options for a non bank ATM to be located in a business Investigate options to increase mobile phone coverage	SON/SWDC

Contact/lobby state/federal government to secure funding to finish sealing Mowen Rd	SON/SWDC
Develop a policy that allows CFB's to install bike racks outside their business	SON
Ensure streetscape furniture is multi-use eg tree guards that are also bike racks	SON
Install bike racks at key community facilities-eg Shire Offices	SON
Identify key community facilities that require bicycle racks	SON
Conduct a MBTF trail opening event	MBTF/DEC/ SON
Better communication and cross promotion with other communities eg WAMBA, Northcliffe (Karri Cup)	MBTF/SON/ CWA
Identify volunteers interested in maintaining trails	MBTF/SON

SON – Shire of Nannup

MBTF – Munda Bidli Trail Foundation

DEC – Department of Environment & Conservation

CWA – Cycling WA.

REGIONAL TRAILS

Section 5 Trails Audit

5.1 Trails Audit

An audit of existing trails was conducted during development of this Plan in accordance with Appendix 12, and detailed results/recommendations are provided in the supplementary information provided with this report. A summary of general observations are as follows:

Riverside/Foreshore:

- Directional signage is poor and requires upgrade.
- Interpretive signage is old and requires upgrade.
- Trails surface is uneven and loose gravel presents a slip/trip hazard.
- Riverbank erosion is causing subsidence of the existing trail and realignment is required. Also consider removal of trees from river to reduce potential for erosion.

Kondil Park:

The trail is well maintained by DEC but directional signage needs improvement.

The interpretive sign at the rear of the Visitor Centre shows the trail to be a figure of eight. It in fact comprises of two circular loops, linked by a single 500m (approx) trail. There is no interpretive signage at the entry to the walk trail.

The trail could easily be accessed via the Old Timberline Trail however there is no marketing information to encourage this. The existing map provided by the Visitor Centre needs update. Cyclists could be encouraged to use the Wildflower Drive which runs in a loop around the walk trail.

Old Timberline Trail:

- A bridge has collapsed between Sleeper Hewers Hut and Cambray Siding therefore the hut, and this section of the trail, has been closed for around two years. The closed section is easily passable in the dry season but DEC has chosen not to reopen it during the summer.
- A good map of the trail is available for purchase at the Visitor Centre but the map does not indicate that the trail is closed (and staff were not aware of the closure).
- Directional signage is good, but this is a very remote area and more signs would reassure casual visitors that they are on the right track.

- The local DEC representative has expressed some concern that the Old Timberline Trail is designated as a walk/cycle trail because it is narrow in places, with poor visibility on corners. He is are concerned that, if usage increases, an accident could occur.
- This trail is listed as one of the "Top 50 Trails in Western Australia" and is listed in Australia's South West magazine as a recommended hike, walk, ride. The trail should therefore be maintained and marketed to its full potential. Investigations should be made to determine if an alternative cycle route can be found.

Cockatoo Valley Trail.

This concrete pathway was constructed to link Nannup townsite with the Cockatoo Valley community. It was opened in November 2010 and no audit was carried out.

5.2 Gap Analysis

Existing Trails. The deteriorating condition of existing trails needs to be addressed in consultation with the Department of Environment and Conservation. The Old Timberline Trail should be reopened as a matter of urgency.

Memorandum of Understanding. A Memorandum of Understanding between the Shire of Nannup and key stakeholders (DEC and Waters Corporation) should be agreed to determine how trails can be properly maintained in the future. This process should also include consultation with the community, to identify possible involvement of "Friends of Trails" groups, and the Department of Corrective Services.

5.3 Maintenance Schedule

An annual review of trails on Shire managed land is required and should be carried out in spring each year. Maintenance should be carried out as follows:

- Check and replace damaged or missing directional signage.
- Spraying trails to minimise weeds.
- Repair as required.
- Pruning of trees/bushes.
- Hazard Reports made available to the community (see sample at Appendix 11).

Organisations such as Department of Correctional Services, Green Corps and Work for the Dole have, in the past, been used effectively to construct and maintain trails. The Shire of

Nannup needs to establish a long term relationship with one such group; on the understanding that the group provides the labour and the Shire provides resources.

5.4 Friends of Trail

It could be effective to establish a "Friends of Trails' Group to identify work that needs to be carried out, and to undertake light duties (eg pruning and replacing directional signs). As most of the trails pass through DEC land, this group would need to be established under the auspices of DEC to ensure that adequate insurance was maintained. Due to the small population of Nannup, Friends of Trails could not be relied upon as a primary source of manpower to maintain trails.

Nannup High School has confirmed that, although school children do not currently use the trails for organised activities, they would be interested in a joint venture whereby community groups work with the children on projects that would provide:

- Environmental awareness
- Historical information.
- Practical skills (map reading, GPS, compass skills).

See Recommendations (General).

REGIONAL TRAILS

Section 6 New Trails

6.1 Bibbulmun Track Link

A link between the Bibbulmun Track (Ellis Creek) and Nannup has been investigated and the outcomes are included in the supplementary trails audit sheets provided with this report. Relevant stakeholders were consulted:

- Department of Environment & Conservation
- Friends of the Bibbulmun Track.
- Water Corporation
- Nannup Historical Society.

The Ellis Creek area enjoys excellent historical and natural significance, with the existence of two large jarrah trees estimated to be over 400 years old, and an old Mill site on the trail. Access to the trail is via Disease Risk Area and no vehicles, bicycles or horses are allowed on the access roads without permission from DEC.

Stakeholders have agreed that the link to Ellis Creek is possible however a number of constraints have been identified and are listed in the recommendations section of the Ellis Creek trail report. In summary, these can be overcome by:

- Entering into a Memorandum of Understanding with DEC to maintain the track on an ongoing basis. The Shire of Nannup is to acknowledge that DEC receives no additional funding for maintenance of new trails developed on its land.
- Ensuring that no vehicles/bikes enter the Disease Risk Area.
- The Shire of Nannup is to obtaining approval from private landowners near Nannup townsite for the trail to pass over their land.
- Confirming the support of Water Corporation for the project.

It was also agreed that funding should be sought to construct a campsite, and to install extensive interpretation at Ellis Creek. This could be carried out in a later phase of the project (after the trail has been established). The Old Mill Site currently has a DEC pine plantation, ready to harvest, and it might be possible to secure some funding from the second phase of this project, through sales of this timber.

6.2 New Trails

As a result of consultation with the community, a number of potential new trails have been identified:

- A series of loop trails in the Cundinup area.
- A link trail between Nannup and Balingup/Greenbushes (via Willow Springs).
- A link trail between the old Timberline Trail and Sidings Trail (via Tycoon Rd)
- A trail between Stewart Rd and Lake Jasper in Scott River.
- A mountain bike trail between Revelly Bridge and Lewana.
- A loop trail suitable for mountain bikes between Nannup, Jalbarragup and Tycoon Rd.

Although these trails have not been audited, most run along existing roads/tracks and the following process could result in their implementation:

- Obtain approval of Department of Environment and Conservation (and other landholders if applicable).
- Conduct Risk Assessment.
- Liaise with log haulier companies (if applicable).
- Purchase and install signage.
- Design and produce maps.

Trail location	For implementation this trail needs:			
	Audit	Risk assessment	Signage & maps	Other
Cundinup Loop	√	√	√	DEC approval
Revelly – Lewana	√	√	√	DEC approval
Willow Springs to Balingup	√	√	√	DEC approval
Canoe Trail	x	x	√	Assessment being completed by WA Canoe
Timberline – Sidings link	√	√	√	DEC approval
Scott River	√	√	√	DEC Manjimup review and approval
Jalbarragup Loop	√	√	√	DEC and Shire approval

A full list is at Appendix 13 and details of each trail are included in the supplementary trails audit sheets provided with this report.

6.3 Department of Environment and Conservation (DEC) Considerations

Some trails have been designated as unsuitable for horses because they pass through disease risk area. If current legislation could be changed so that horses were no longer classified as "vehicles", many of these trails could be opened up for horse-riding.

DEC advise that new trails would probably need a "Disturbance Activity Check" and Aboriginal Heritage Site assessment to be undertaken. It is possible that these assessments could be undertaken by DEC as an in kind contribution to the project.

Contractors and volunteers engaged in community trails work on DEC land could operate under the umbrella of the Shire of Nannup but would need to be approved in advance by DEC.

Section 7

CONCLUSION & RECOMMENDATIONS

7.1 Review of the Nannup Bike & Trail Plan

To maintain currency, this Plan is to be reviewed every four years

7.2 Council Adoption

The methodology for implementation of this Plan is as follows:

- Council review of draft Plan and Five year programme;
- Public advertising of the Plan; and
- Adoption.

7.3 Recommendations

Recommendations are detailed in Table 1.

**TABLE 1
RECOMMENDATIONS**

Subject	Action	Comment/ possible funding opportunities	Action By
Adoption	That Council adopt the Shire of Nannup Pathways and Trails Strategy 2011 and that it be used for the planning, development and implementation of future pathways.	This Plan to be incorporated into Council's Forward Plan and the pathways drawings to be reviewed annually.	CDO & Council
	An appropriate technical officer be appointed as Council Contact officer with the responsibility of monitoring the implementation of this Plan.		CEO
Funding	That Shire funding of \$50,000 (minimum) be considered annually to continue the proposed program of works; regardless of external funding available.	.	CEO & Council
	Continue to apply for grants to purchase and install new paths, trails and bicycle parking facilities after upgrade work has been completed.	See Appendix 9 for possible funding opportunities.	CDO & Works Dept
	That a portion of the funds allocated in the Main Street Upgrade (Forward Plan Section 12.2 \$600,000) be allocated to replacing the paved footpaths in the CBD.	Particular care to be taken to upgrade to a surface that is suitable for use by gophers and wheelchairs and to improve the kerbs at intersections.	Works Dept
	That the Shire of Nannup, in conjunction with other LGAs in the region, request that the State Government review the current method of allocating funds for trails maintenance.	DEC advise that they receive no additional funding to maintain trails or replace missing directional signs. A method is required whereby volunteers identify the work required and funded resources are provided (by DEC or Correctional Services) to carry out trails maintenance.	CEO

Subject	Action	Comment/ possible funding opportunities	Action By
Maintenance & Construction (Pathways)	<p>A full engineering review of footpaths to be carried out to ensure that all paths are safe for use by people with a disability. Review to include:</p> <ul style="list-style-type: none"> • Installation of tactile markers, and • Modification of kerb ramps. <p>Cost of improvements to be included in Capital Works program.</p>	<p>Until that time, additional assessments to be carried out by Shire staff to identify and rectify possible trip hazards.</p>	CEO
	<p>Pathways are to be constructed in accordance with AUSTROADS Standards Australia Guide to Traffic Engineering Practice Parts 13 & 14 (see extract at Appendix 7).</p>	<p>AUSTROADS guide states that:</p> <ul style="list-style-type: none"> • Kerbing is to provide a smooth change in the level between the footpath and the pavement. • Guidance devices are to be provided to warn people with limited or no sight, and those with other disabilities, of obstacles and intersections. • Signage and sight distance must be adequate on all approaches so that cyclists and motorist can easily identify the risk at intersections. 	Works Dept
	<p>That the footpath maintenance schedule in Section 3.6 be carried out in spring each year.</p>		Works Dept
	<p>That new paths be constructed in accordance with the priorities identified in Appendix 3.</p>		Works Dept

Subject	Action	Comment/ possible funding opportunities	Action By
Maintenance & Construction (Trails)	That a reliable trails maintenance program be established.	Possible agreement between Shire and Department of Correctional Services.	Works Dept
	That existing trail surfaces at Riverside Walk be reviewed and upgraded as a matter of priority.	Conduct detailed assessment, including realignment, with Waters & Rivers Commission.	Works Dept
	That discussions take place with DEC to facilitate the reopening of the Old Timberline Trail.		CEO
	That the recommendations made in the trails assessment sheets for the Riverside, Kondil Park and Old Timberline Trails be implemented and that the deteriorating condition of existing trails is addressed before new trails are constructed.	See supplementary information provided.	CDO & DEC
	That the Shire liaise with WBRT to obtain a copy of the canoe trail between Boyup Brook and Nannup.		CDO
New Trails	That discussions take place with DEC to determine if "Friends of Trails" group should be established in Nannup.	Necessary guidelines and insurance put in place to protect those volunteers.	CDO
	That the recommendations in the trails assessment sheets for potential new trails be implemented.	.	CDO
	That the recommendations in the trails assessment sheet for Ellis Creek/ Bibbulmun Track be implemented.		CDO

Subject	Action	Comment/ possible funding opportunities	Action By
Signage (Pathways)	That existing town path signage be reviewed and upgraded as a matter of priority.	Directional and end of trip signage is required throughout the townsite area and, as a priority, around the school site. All concrete paths to have signage installed designating them as dual use.	CDO
Signage (Trails)	That directional signage on existing local trails be upgraded as a matter of priority.	<ul style="list-style-type: none"> • Riverside Walk • Kondil Park • Old Timberline Trail 	Works Dept DEC DEC
	That funding be sought to upgrade interpretive signage on existing local trails.		CDO
	A display board be located centrally within the Central Business District which is accessible to visitors – this to be linked with a display board indicating the proposed trail programme.		CDO
Audit Process	That the Pathway Inspection Sheets at Attachment 11 be used as a template to conduct an audit of footpaths/ shared use paths.	Audit to be carried out in March each year so that repairs/upgrades for non-urgent work can be included in budget for the next financial year.	CEO
	That an annual audit of street lights be carried out to ensure serviceability.		Works Dept

Subject	Action	Comment/ possible funding opportunities	Action By
General	The school and police be encouraged to run periodic training sessions at the school for children to improve their road skills.		NDHS Police Youth Officer
	Continue to encourage commercial and community facilities to install end of trip facilities eg bicycle racks.		CEO
	Street lights to be installed on Grange Road (near Community Resource Centre/)		CEO
	That the Town Planning Scheme be amended to: <ul style="list-style-type: none"> encourage commercial and community facilities to install end of trip facilities eg bicycle racks. provide bicycle facilities as part of the approval process for new residential sub-divisions. 		Planning
	That a list of community groups interested in facilitating trails projects (environmental, historical and educational) be provided to the Nannup High school each year.	See Section 5.4	NVRC NDHS
	That the coordinators of Nannup Community Market be advised to keep pathways clear for gopher access.	Organisers need to be reminded that this is a public liability issue and they could be liable if injury occurs.	CEO

Subject	Action	Comment/ possible funding opportunities	Action By
Marketing	A copy of the trails segment of this Plan to be provided to the WBRT and Munda Biddi Co-ordinators.		CDO
	<p>That the Shire of Nannup /Visitor Centre websites be linked to the Warren Blackwood Recreational Trails website http://www.warrenblackwood.com.au/ . To include downloadable information such as:</p> <ul style="list-style-type: none"> • Maps of bike trails (including location of accommodation, bike racks, repair/services, cafes, toilets and attractions.) • Details of bike tour operators and local businesses that will transport luggage. • Public transport availability. 	The Shire will need to provide current information on an ongoing basis to the WBRT website.	EO NTA
	Monitor the progress of the WBRT project to ensure that the website links to appropriate websites eg Tourism WA, DEC "50 Top Trails", Triathlon Events, Bicycle Australia, Karri Cup, Bibbulmun Track and Munda Biddi Foundation websites.	It may be necessary for the Shire to provide a small amount of funding to the WBRT project after the funding period expires (August 2011). It is important that the regional trails website is maintained.	EO CDO
	That hard copy route maps of town and regional trails be produced and distributed via the Visitor Centre network.	Cycling information be made available to residents at the Shire of Nannup Administration office, Library and Nannup Visitor Centre.	NTA CEO
	That the Shire promotes the Munda Biddi Cycle Friendly Business program resource kit on behalf of Munda Biddi.	See Section 4.10.	CEO

Subject	Action	Comment/ possible funding opportunities	Action By
Marketing	That the Shire continues to support the Warren Blackwood Recreational Trails project.		CEO
	Continue to promote trail development via local media and schools to encourage usage.		CEO
	Continue to support development of Mountain Bike Tours in the Shire of Nannup:		CEO & CDO

Appendix 1

Overview of the Shire of Nannup

Location. Nannup townsite is located at the junction of the Vasse and Brockman Highways about 70 kilometres due south of Bunbury (110 kilometres by road) and 65 kilometres from the coast at Busselton. The Blackwood River borders the western and northern edges of the town adding to its scenic quality. The Shire covers an area of over 3000 square km and embraces the localities of Nannup, Donnelly River, Bidelia, Carlotta, Cundinup, Scott River, lake Jasper, Darradup and Barrabup.

Town Layout. Urban areas extend between the now disused Busselton - Nannup railway line to the west and Mount Folly Creek to the east. Commercial, administrative and recreational activities are generally situated along Warren Road which is the main thoroughfare traversing the town from north to south.

The Central Business District is situated at the northern end of the town, close to the river. The town has developed generally in a southward direction along the axis of Warren Road (Vasse Highway). Residential areas extend up to approximately two kilometres south of the Blackwood River.

The land adjacent to the River, along the western side of town is relatively flat and areas are within the 1:100 year flood level. East of Warren Road the land generally begins to rise and in parts there are some localised steep areas.

Road Links. The Shire of Nannup is the second largest Shire in the South West region with approximately 160 km of sealed roads and 380km of unsealed roads. South of the town, the Brockman Highway joins the Vasse Highway to form a link with Augusta, 89 kilometres to the south-west. The eastern leg of the Brockman Highway forms a link between Nannup and Bridgetown (45 kilometres). There is also a popular scenic route between Nannup and Balingup along the Blackwood River Valley.

Population. The population of the Shire of Nannup were in the 2006 Census was:

• Aged 0 – 14 yrs	235
• Aged 15 – 29yrs	116
• Aged 30 – 54 yrs	444
• Aged 55 – 74yrs	346
• Aged more than 75 yrs	51
• TOTAL	1192

According to the Shire of Nannup Strategic Plan, as at 1 Jul 09, the population had increased to 1260 with 747 dwellings.

In general, the population is spread throughout the Shire, with about half the population living in the Nannup townsite.

Weather. Nannup is often cited as having a "Mediterranean" style of climate; being hot dry summers and cool wet winters. In fact the town has an annual rainfall of approximately 1,000 mm per year, which is greater than for the Perth metropolitan area. This reinforces the need for an appropriate pathway system because the winter rain would otherwise restrict the mobility of path users due to the wet muddy conditions. This is especially important for those in the community that may have mobility restrictions and rely upon a suitable pathway system.

Tourism. Nannup is located at the heart of the Blackwood River Valley and many scenic drives and walk trails are available in the immediate area. Over 85% of the Shire is under forest and the town of Nannup enjoys a number of nature and recreational reserves and public buildings. Environment and heritage play a large part in the community's culture.

Growth in the tourism industry is important to the Shire, and has led to the establishment of a range of tourist accommodation including farm stays, chalets and bed and breakfasts. The town is a popular stopping point for day trippers and travellers because of its central location within the region. This is evident on many weekends with the number of persons exploring the local craft shops. The marketing title adopted by the Shire is "The Garden Village".

Annual events include the Nannup Music Festival in March, the Flower Festival in August, and the Blackwood Classic power boat event which pass through the town in October.

Appendix 2

FOOTPATH/ DUAL USE PATHS – CONSTRUCTED SINCE 1998

SHIRE OF NANNUP	
YEAR	SECTION
98/99	Warren Rd – Struthers St to Cemetery
99/00	Bishop St – Warren Rd to School
00/01	Community Centre – Warren Rd to centre
01/02	Grange Rd – Warren Rd to Forrest St
01/02	Forrest St – Warren Rd to Grange Rd
01/02	Kearney St / Carey St – Warren Rd to Hospital
02/03	Grange Rd – Forrest St to Adam St
02/03	Kearney St – Warren Rd to North St
03/04	Walter St – Kearney St to Cross St
03/04	Brockman St – Warren Rd to Tourist Centre
04/05	Cross St – Warren Rd to Walter St
05/06.....	Community Centre - Community Centre to Higgins
05/06.....	North St - Kearney to Higgins
06/07.....	Higgins St - Warren to Community Centre
06/07.....	Adam St - Warren to Grange
08/09.....	Kearney – Carey to Dunnet
10/11.....	Grange Rd – Adam to Kearney
10/11.....	Kearney St - Carey to Dunnet.
10/11.....	Higgins St - Community Centre to North.

Appendix 3

Pathway Construction Schedule

YEAR	DESCRIPTION	metres	COMMENT
2010/11	Grange Road (Adam to Kearney)	400	Completed.
2011/12	Higgins St (Warren to North)	235	Link recreational facilities with North St and new housing area.
2012/13	Kearney St (Carey to Dunnet)	160	Upgrade footpath between hospital and CBD.
2012/13	Brockman St (Caravan Park to Foreshore)	227	Connection from Warren St to arboretum and extension to the river foreshore car park. Potential connection to river trail system.
2013/14	Higgins (Warren to Carey)	114	Complete link to hospital. Residential access to Warren.
2013/14	Carey St (Higgins to Hospital)	122	Hospital frontage (provides access and connection to doctor's surgery). Completes connection.
2013/14	Walter St (Cross to Adam)	140	Provides a more direct route from the North Rd residential area into the CBD; as an alternative to Warren Rd. Also assists aged care access. Preferable to coincide with Adam St upgrade.
2014/15	Adam St (Warren to Walter)	157	Connection to CBD. Completes connection. Preferable to coincide with Adam St upgrade.
2014/15	Kearney St (North St to Foreshore)	160	Link to foreshore area.
2016 onward	North St (Higgins to Ford)	325	Residential access. Links to Higgins and recreation centre.

NOTE: - Schedule is based upon a maximum length of 500 metres being constructed in any one year. Funding is based upon a maximum of 50% external funding being received.

TRIP ATTRACTORS

Trip attractors considered in this Plan include schools, shops, sports precincts, heritage sites, lookouts, areas of artistic and environmental significance, bird watching, wine tasting, picnic areas, local events and any activities that support sustainable tourism (active holidays and cultural tourism).

Townsite Trip Attractors

The majority of the townsite development stretches along the Warren Road corridor; creating an elongated pattern of development with the school being located at the southern extremity. Most of the trip attractors have developed along the Warren Road corridor: the CBD and cultural precinct to the north and the school, recreation centre and community centre to the south.

The most significant trip attractors within the town for local cyclists are considered to be:-

- Central Business District (access to shops and restaurants);
- Nannup District High School and Nannup Kindergarden
- Main recreation areas, including the skateboard facility and community centre;
- Nannup Visitor Centre and foreshore area at the end of Brockman St (cultural precinct);
- Main residential areas, in particular the flatter area along North Road;
- Nannup Hospital.

The School Principle of Nannup District High School has advised that, from the school's perspective, there are adequate footpaths in place to service the school.

Regional Trip Attractors

The most significant trip attractors identified in the region include:

- Blackwood River
- Barrabup Pool
- Workman's Pool
- Munda Biddi Trail
- Bibbulmun Tack
- Balingup-Nannup Road (scenic drive)
- Ellis Creek (historic Mill Site)
- Tank 7 (scenic lookout)
- Wineries and Lavender Farm
- Heritage buildings
- Old Timberline and Sidings Trails
- Foreshore Park and Arboretum
- Kondil Park
- Riverside Walk.

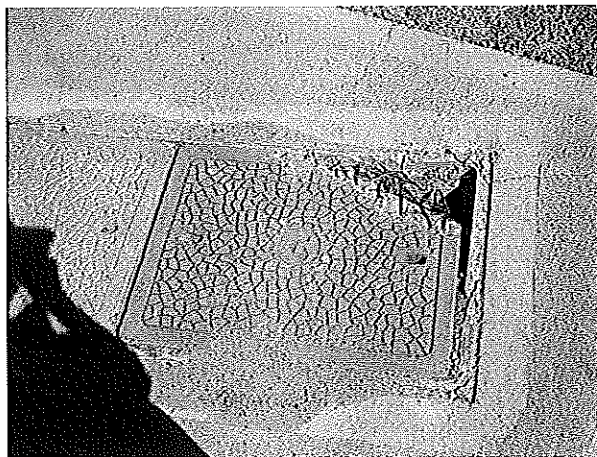
Appendix 5

Maintenance Problems – Footpaths

Concrete paths are designed to have gaps in between each section, separated by an expansion material. Most gaps are between 1 – 2cm wide and the expansion material has eroded away, leaving earth, weeds and an uneven surface. This cannot be repaired retrospectively and most sections of old paths are “lifting”, resulting in one section being up to 1.5cm higher than the other. This poses a real trip hazard.



Brick paving footpaths are uneven as a result of tree root damage.



Service/manhole access covers in concrete paths are generally uneven. This photo was of an extreme case of damage.



On and off ramps at road intersections are uneven and can cause wheelchairs to tip. The intersection at the corner of Adam and Warren St is of particular concern.

Community Consultation.

The Shire of Nannup wishes to acknowledge the following people who made valuable contributions to the development of trails identified in this report:

- Sophie Camarri
- Brad Commins (DEC)
- Barbara Dunnet
- Charles Gilbert
- Jim Green
- Charley Cannon
- Brian O'Hehir (DEC)

In addition, the following feedback was received at the community market on 22nd January 2011. A detailed list of comments and contact telephone numbers has been provided separately to maintain confidentiality.

"Many of our guests ask for information on walk trails around Nannup and surrounding areas. We would support any upgrades of existing trails and any new ones".

"We would be prepared to look at allowing the Ellis Creek spur to cross our property".

"I am considering establishing a family bike hire business and would like to be kept informed of progress".

"Riverside Walk and Kondil Park need improvement – both in directional signage, interpretive maps and the quality of the trails. Need a map in the centre of the town".

"Concept of adventurous cycle tracks excellent – bring more people through and increase accommodation possibilities".

All feedback received was positive and supported the development of trails.

No feedback was provided on footpaths (either positive or negative).

Appendix 7

Ausroads Standards Australia Guide to Traffic Engineering Practice Parts 13 & 14

Department of Environment and Conservation Considerations (Rural Trails)

- DEC discourages the creation of multi-purpose trails that lead users to single purpose (walk) trails as it encourages the use of bikes and horses on single use trails.
- As a general rule, no bikes or horses are permitted along roads/tracks that have Disease Risk Area (DRA) on both sides of the road. DEC will however, consider applications for bike/horse trails.
- In interpretive signage, website and marketing, it is important to remind riders to stay on the trails to protect rare flora and fauna.
- Declared rare flora and threatened ecological communities (vegetation surveys are required for clearing land).
- Dieback
- Safety/erosion along river walks.
- Bridge and culvert design (DEC have designs for bridges, boardwalks and culverts and are usually happy to make available.) Old bridges need to be tested to ensure they are safe for maintenance vehicles.
- Need access for maintenance vehicles and safety rescue.
- Need to consult with adjoining land owners to discuss increased fire risk, theft, trespass and vandalism.

POSSIBLE FUNDING OPPORTUNITIES

The Shire will consider funding for pathways and trails on an annual basis, taking into account available budgets and competing projects. Funding from developers will also be sought where possible. This strategy acknowledges:

- Provision of pathways, by developers, in new developments.
- Contributions by developers to connect new developments to existing networks.

External sources of government/other funding will also be actively sought. The following sources of funding were investigated during the data collection phase of this report:

South West Regional Grants Scheme (Royalties for Regions)

<http://www.swdc.wa.gov.au/funding.aspx>

Under the Royalties for Regions initiative the Western Australian Government provides funding through a variety of schemes including the South West Regional Grants Scheme, which is administered by the South West Development Commission.

There is no upper financial limit on applications, however grants in excess of \$150,000 will require a business case and will be referred to the Minister for Regional Development for approval.

The Scheme aims to improve economic and community infrastructure and services in the South West region through funding projects that will assist in attracting investment and increasing jobs or help to improve the quality of life in the region. Projects must be "project ready" and must comply with the SWDC Disability Access & Inclusion Plan.

R4R approved a grant of \$3 million to the Munda Biddi Trail Foundation to facilitate completion of the southern section of the trail.

Eligibility criteria:

1. The project must demonstrate that it will result in a positive economic, social and/or environmental return (e.g. employment growth, population increase, improve education and information technology links, improve facilities) to the South West Region.
2. The project must fit within the framework of the South West Development Commission's Strategic Plan or other nominated regional planning documents.
3. Applicants should demonstrate a high level of financial commitment to the project, either through sourcing other project funding and/or a direct financial contribution.
4. The project should have the support of local government and/or key regional stakeholders.
5. The project should promote partnerships (i.e. between community/business sector and government; or across various levels of government).

6. The project should reflect a commitment to local decision-making and planning.
7. The project should demonstrate its capacity for meeting ongoing operating and maintenance costs.
8. The proponent should demonstrate that detailed project planning has been completed (including all approvals being in place or achievable in a short timeframe), the project is ready to proceed and that it can be completed in a timely manner. *(Note: This criterion will not preclude applications for feasibility studies and business planning.*

The SWDC contact for the Shire of Nannup is:

Deanna Giumelli

deanna.giumelli@swdc.wa.gov.au

9777 1555

0408 903 263

Regional Bicycle Network Local Government Grants

<http://www.transport.wa.gov.au/cycling/2909.asp>

Grant is for dual use paths & bike facilities within townsite area. The maximum grant amount is \$50,000, which is provided on a dollar-for-dollar basis

The total grant funding available for the State was \$750,000. A total of 76 project applications were received from 40 regional local government authorities, requesting \$2.1 million in grant funding.

In 2010, a total of \$142,250 was received for projects in the South West, of which \$137,250 was allocated for the construction of dual use paths. The average length of footpath was 375 metres and average value of grant issued was \$22,875.

Only local government authorities in regional Western Australia can apply for funding. The local government authority's 50% share of the project cost can be jointly funded with other sources, such as local user groups, community groups, local industry or federal funding. Funds from other Western Australian State Government agencies can be included as part of the local government authority's funding contribution but must not exceed 50% of the project cost.

Grants can be used to fund:

- Bicycle lanes (on road carriageway)
- Bike Plans
- Signage
- Dual use paths (new)
- Dual use paths (upgrades)

- End of trip type facilities (U-Rails, lockers, Cora Racks, secure compounds, showers, water fountains, clothes lockers).
- Promotional grants (eg encourage shared path activities, educate the community in regards to cycling or shared path us, hosting openings of new paths, development of maps, and other materials, safety awareness and education workshops).

The Bikewest website (www.transport.wa.gov.au/cycling) indicated that Bikewest might be able to provide assistance with the development of maps and ride guides. It was found however that Bikewest only produces maps and ride guide for Perth and the major regional tourist precincts such as Margaret River (refer Tony Stephens, Tony.Stephens@transport.wa.gov.au). Bikewest advised that Nannup falls outside the scope of a major regional tourist precinct and suggested that Nannup access funding under the RBN Grants process for promotional purposes such as maps.

Bunbury Port Authority

Bunbury Port Authority offer grants of up to \$6000 each year to local governments in the region however, they are unable to confirm whether Nannup is "in their catchment" area and it is possible that grants would not be forthcoming.

Environmental Community Grants

<http://www.dec.wa.gov.au>

In August 2010, \$1.5 million was allocated to groups and individuals in the second round of the State Government's Environmental Community Grants Program. Almost 250 applications were received and, of those, 139 projects were funded.

Grants of up to \$30,000 were issued for projects such as:

- Weed control
- Enhancing remnant vegetation
- Biodiversity projects
- Surveying flora and fauna
- Wheelchair access and motorbike exclusion.

Lotterywest Grants

Trails (Community Facilities - Advancing Participation in Community Life)

<http://www.lotterywest.wa.gov.au/grants/grant-opportunities/663>

Lotterywest provides up to \$1,000,000 per year in grants for trail development in Western Australia. These grants are managed through a grant round in partnership with the Department of Sport and Recreation.

The types of trails projects supported include:

- The preparation of a plan for a trail;
- The conversion of disused railways into recreational trails;
- The upgrading of existing trails;
- The construction of a trail for non-motorised uses, such as walking, hiking, mountain biking, canoeing or horse riding;
- Interpretive and directional signposting along a trail;
- Promotion, publicity, trail guides and maps; and
- Special trail events (trail openings etc).

All applications are assessed by Lotterywest and a Trails Grants Assessment Panel, involving the Department of Sport and Recreation.

Interpretation of Cultural Heritage Grants

<http://www.lotterywest.wa.gov.au/grants/grant-opportunities/663>

Lotterywest accepts applications for its Interpretation of Cultural Heritage Grants through an annual grant round. The annual closing date for each round is in July each year.

Interpretation of Cultural Heritage Grants aim to help communities to develop an understanding of the significance of their cultural heritage places and objects, as a way of maintaining their sense of identity and heritage.

The total budget available for this grant area is limited. \$15,000 is usually the maximum amount that can be granted to any one project.

Active Participation (Advancing Participation in Community Life)

<http://www.lotterywest.wa.gov.au/grants/grant-opportunities/663>

Lotterywest will consider Active Participation proposals that respond to the needs of people who are not fully participating in community life and that engage and involve the target group in recreation as a way of building their community involvement. Particular encouragement is given to projects that aim to increase community participation by people with a disability.

This grant area aims to respond to a wide variety of needs and circumstances by supporting:

- Initiatives such as weekend or holiday projects, workshops, 'come and try' and small group activities designed to build skills and confidence to encourage and facilitate future recreation participation within the broader community.
- Projects that aim to facilitate long-term change that will benefit people facing barriers to participation as well as their communities. Projects must be time limited - that is having a beginning and end date. Support may be provided over a period of time up to a maximum of three years, depending on the nature of the project.

Public Transport

- South West Coachlines provide two services a day (no service on weekends or school holidays) to Nannup and drops passengers at the Ampol Service Station. Their policy on carrying bicycles is as follows "All freight including surfboards, bicycles, scooters and skateboards must be stowed under the coach. Surfboards and bicycles are subject to a flat rate and is at the discretion of Management. Freight is carried only if room exists in the luggage bins. If there is no room, then the freight will be transported on the next available service which has room."
- TransWA Coachlines provide three services a week to Nannup (Sun, Tue, Thur) and returns to Perth the following day (Mon, Wed, Fri). This service is routed through Augusta, which extends the travelling time considerably. Their policy on carrying bicycles is as follows "Bicycles and surfboards will be carried on all services (excluding the Prospector) if space permits. Both will incur a fee of \$10.00. Bicycles – to fit in storage compartment. It is recommended that bicycles be pre-booked as space is limited."

Hazard Report Form

Asterisk * indicates completion is mandatory

Location	
Type	<input type="checkbox"/> Trail <input type="checkbox"/> Path
Local Government Authority	Shire of Nannup
Suburb *	
Street Name *	
Intersecting Street *	
Nearest Landmark	

Description of Hazard *		
<input type="checkbox"/> Pothole	<input type="checkbox"/> Road Bump	<input type="checkbox"/> Sand on surface
<input type="checkbox"/> Grass on surface	<input type="checkbox"/> Broken Glass	<input type="checkbox"/> Overhanging branches
<input type="checkbox"/> Grab rail	<input type="checkbox"/> Kerb ramp	<input type="checkbox"/> Drainage grate
<input type="checkbox"/> Other:	<input type="checkbox"/> Caltrop thorns (double gees)	
<input type="checkbox"/> Other:		

Comments

Reported By	
Name *	
Address *	
Suburb *	
Postcode *	
Email	
Phone (H)	
Phone (W)	
Date	

Appendix 12

RISK MANAGEMENT ASSESSMENT

Under the terms of the Bike and Trail Plan review, the following Risk Management Assessment was carried out.

Trail	Proforma assessment completed	Trail walked	Risk Management Assessment completed
Riverside walk	Yes	Yes	No
Kondil Park	Yes	Yes	No (DEC responsibility)
Old Timberline Trail	Yes	Yes	No (DEC responsibility)
Bibbulmun Track link to Nannup via Ellis Creek	Yes	Yes	Yes
Walks proposed by community members	Yes	No	No

The Audit Process

To ensure consistency throughout the audit process, a standard proforma was used to assess each trail. Results were recorded under the following headings:

- Potential linkages to other communities, other trails and public transport.
- Upgrade/improvement requirements
- Type of Trail
- Unique features/history.
- Signage
- Land ownership issues
- Infrastructure
- General Condition
- Gradient
- Risk Management Assessment
- Skill Level & degree of difficulty
- Marketability

Each of the existing trails was walked at least once and a comprehensive selection of digital photographs were taken to identify the key features of each trail.

Nannup Trails – Summary Sheet

Name	Route	Type	Distance (approx)	Existing Y/N?	Consultant/ proposed by	Audited	Comment
Canoe Trail	Nannup to Sues Road via Blackwood River	Canoe		Y	C.McKay	N	Maps currently being developed by Warren Blackwood Recreational Trails.
Cockatoo Valley	Nannup to Cockatoo Valley via Vasse Hwy	Walk & bike	2 km	Y	N/A	N	Concrete dual use path constructed in 2010.
Cundinup Loops	A series of loop trails in the Cundinup area.	Walk & bike	60 km loop	N	W.Trow/ S.Camarri	N	Roads and trails exist. Some trails in DEC land. Risk assessment, maps and signage needed.
Ellis Creek	Nannup to Bibbulmun Track.	Walk	23 km	N	W.Trow/ L.Stokes	Y	90% of roads and trails exist. DEC land and some private property. Risk assessment, maps, signage and some development needed.
Jalbarragup Loop	Nannup, Jalbarragup, Tycoon Rd	Bike/ horse	60km loop	N	W.Trow/ B.Commins	N	Roads and trails exist. DEC/Shire land. Good potential for loop trail but may be conflict with trail bikes and 4WD vehicles.
Kondil Park (Casuarina & Sheoak Walks)	3.5km NE of Nannup	Walk	3 km loop	Y	W.Trow	Y	Existing trail maintained by DEC. Work is required to improve signage and link trail to Nannup.
Old Timberline Trail	2km NW of Nannup through DEC land.	Walk & bike	20 km	Y	W.Trow	Y	Existing trail maintained by DEC. Work is required to improve signage and repair bridge.
Revelly - Lewana	Revelly Bridge to Lewana Cottages	Mountain Bike	16 km	N	W.Trow/ J.Green	N	Roads and trails exist. DEC land. Risk assessment, maps and signage needed. Good potential as high quality mountain bike trail.
Riverside Walk	Along river and within towns site.	Walk	4 km	Y	W.Trow	Y	Existing trail in prime location but maintenance problems due to flooding. Work is required to upgrade and improve the safety of this trail.

Name	Route	Type	Distance (approx)	Existing Y/N?	Consultant/ proposed by	Audited	Comment
Scott River	Stewart Rd to Lake Jasper	Walk	23 km	N	W.Trow/ B.Dunnet	N	Roads and trails exist. DEC land. Risk assessment, maps and signage needed.
Sidings Rail Trail	Jarrahwood to Nannup	Walk & bike	26 km	Y	N/A	N	Existing trail maintained by DEC.
Timberline – Sidings Link	Loop trail – via Timberline trail, Tycoon Rd and Sidings.	Walk & bike	26 km	N	W.Trow/ C.Cannon	N	Roads and trails exist. DEC land. Risk assessment, maps and signage needed.
Willow Springs to Balingup	Option 1 via Wetherley Rd Option 2 via Stallard Rd.	Bike	40 km	N	W.Trow/ J.Green	N	Roads and trails exist. DEC land (some DRA). Risk assessment, maps and signage needed. Good potential as link bike trail between Nannup and Balingup/Greenbushes.

Nannup Trails

These trails were proposed by residents to C.McKay as part of the Warren Blackwood Recreational Trails project however no-one came forward to provide more data during the October/November 2010 review process. No checklists completed.

Name	Route	Type	Existing Y/N?	Consultant	Comment
Kearney St – Barabup Rd	Would connect Nannup with Wildflower Drive, Timberline Trail and Kondil Park. Links to Archdall Park sub-division.	Walk	N	C.McKay	Would need suspension bridge across river.
Bald Eagle	Nannup Townsite to Tank 7.	Walk	N	C.McKay	No map provided. Maggie Longmore showed interest in this trail but could not identify the route.
Folly Rd	Planned trail (C.McKay) - 8.5km walk/cycle trail.	Walk/ cycle	N	C.McKay	Private property.
River Rd – St John Rd	Vasse Hwy -River Rd – Neverman Rd over Blackwood to St John Rd	Walk/ cycle	N	C.McKay	Would have to cycle/walk down Vasse Highway.
40km Horse Ride around Nannup		Horse	N	C.McKay	Private property, national park and liability issues.
Blackwood River South	Starts near Railway Station	Walk	N	C.McKay	

AGENDA NUMBER: 10.17
SUBJECT: Accounts for Payment
LOCATION/ADDRESS: Nannup Shire
FILE REFERENCE: FNC 8
AUTHOR: Tracie Bishop – Administration Officer
AUTHORISING OFFICER: Craig Waddell – Manager Corporate Services
DISCLOSURE OF INTEREST:
DATE OF REPORT: 13 March 2011

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	
EFT 2223 – 2324	\$1,093,043.33

Accounts Paid By Cheque	
Vouchers 18465– 18503	\$90,343.13

Trust Account

Accounts Paid by Cheque	
Vouchers 22738 – 22740	\$13,333.08

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 \$1,191,913.28 in the attached schedule be accepted.

8593 BOULTER/PINKERTON

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$1,191,913.28 in the attached schedule be accepted.

CARRIED 7/0

SCHEDULE OF ACCOUNTS PAYABLE			
SHIRE OF NANNUP			
SUBMITTED TO COUNCIL'S FEBRUARY 2011 MEETING			
Chq/EFT	Name	Description	Amount
MUNICIPAL ACCOUNT			
EFT2223	NANNUP SURVEYS	MOWEN ROAD FIELDWORK	\$9,291.98
EFT2224	JP REPAIRS	SUPPLY & FIT 4 X TYRES	\$1,220.00
EFT2225	TYRON SWAIN	REIMBURSEMENT OF EXPENSES - TAFE BOOKS	\$72.06
EFT2226	BP NANNUP	FUEL SUPPLIES - MOWEN ROAD	\$10,493.00
EFT2227	SETTLERS ROOFING AND GRADING	WATER CARTAGE - MOWEN ROAD	\$11,187.00
EFT2228	PM TREASURE - EARTHMOVING CONTRACTOR	MACHINERY HIRE - MOWEN ROAD	\$17,820.00
EFT2229	MANJIMUP PUMP & ELECTRICAL SHOP	CUMMINS DIESEL 42KVA GENERATOR	\$22,597.30
EFT2230	PN & PS TILLEY	WATER CARTAGE - MOWEN ROAD	\$8,613.00
EFT2231	PROSPECTORS EARTH SCIENCES	CLINOMETER AND COMPASS COMBINATION UNIT	\$333.91
EFT2232	COLLETT CONTRACTING	RENOVATIONS TO CARLOTTA HALL KITCHEN	\$13,754.00
EFT2233	ARROW BRONZE	PLAQUE TWYEROLD	\$251.40
EFT2234	BELL FIRE EQUIPMENT	REPAIRS - NANNUP BROOK LIGHT TANKER	\$121.00
EFT2235	BOSS OFFICE CHOICE	BLACK & WHITE PLAN COPY A0 + A2 SIZE	\$19.50
EFT2236	SHANE COLLIE	REIMBURSEMENT OF EXPENSES	\$208.75
EFT2237	CHAMP PTY LTD (COMSOFT)	LMSI SUBSCRIPTION 28/02/11 TO 28/02/12	\$1,138.50
EFT2238	HOLCIM AUSTRALIA PTY LTD	SEALING AGG	\$13,870.01
EFT2239	D & J MILLER (DO YOUR BLOCK CONTRACTING)	WATER CARTAGE - MOWEN ROAD	\$10,246.50
EFT2240	HOLBERRY HOUSE	ACCOMODATION	\$100.00
EFT2241	INSIGHT CCS PTY LTD	AFTER HOURS CALL SERVICE	\$131.62
EFT2242	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY BOOKS	\$16.50
EFT2243	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$71,760.00
EFT2244	GREG MADER EARTHWORKS	MACHINERY HIRE - MOWEN ROAD	\$62,529.50
EFT2245	MUIRS MANJIMUP	FORD SEDAN	\$31,973.04
EFT2246	NANNUP EZIWAY SELF SERVICE STORE	YAC REFRESHMENTS	\$60.93
EFT2247	NANNUP LIQUOR STORE	ICE SUPPLIES	\$17.50
EFT2248	PRESTIGE PRODUCTS	CLEANING PRODUCTS	\$1,031.80
EFT2249	THE PAPER COMPANY OF AUSTRALIA PTY LTD	STATIONERY SUPPLIES	\$205.37
EFT2250	ROD'S AUTO ELECTRICS	PLANT REPAIR	\$933.95
EFT2251	WALGA	ADVERTISING	\$2,570.68
EFT2252	CRAIGE WADDELL	RECOUP OF EXPENSES	\$346.60
EFT2253	CHRIS WADE	REIMBURSEMENT OF EXPENSES	\$53.91
EFT2254	WADIFARM CONSULTANCY SERVICES	PROFESSIONAL FEES	\$1,551.00
EFT2255	NANNUP COMMUNITY RESOURCE CENTRE	SELF SUPPORTING LOAN	\$150,000.00
EFT2256	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$14,431.03
EFT2257	CUTTING EDGE EQUIPMENT PARTS	GRADER BLADE	\$837.88
EFT2258	BICYCLE VICTORIA	2011 GREAT WA BIKE RIDE	\$5,115.00
EFT2259	J BLACKWOOD & SON LIMITED	SUNDRY SUPPLIES	\$3,751.35
EFT2260	BAY SIGNS	FIRE TRUCK SIGNAGE	\$93.50
EFT2261	BP NANNUP	MOWEN ROAD FUEL	\$8,117.00
EFT2262	JMB BOBCATS PTY LTD	MACHINERY HIRE	\$2,475.00
EFT2263	D A CHRISTIE PTY LTD	BBQ AND ACCESSORIES	\$6,288.70
EFT2264	CAITLIN GARNER	RECOUP OF EXPENSES	\$653.35
EFT2265	KEVIN BIRD	SETTLEMENT OF CLAIM ON TOWN HALL PROJECT	\$10,000.00
EFT2266	BRISKLEEN SUPPLIES	CLEANING PRODUCTS	\$731.34
EFT2267	COURIER AUSTRALIA	FREIGHT CHARGES	\$230.91
EFT2268	COUNTRY WOMEN'S ASSOCIATION	INTERNATIONAL WOMEN'S DAY GRANT 2011	\$500.00
EFT2269	CORPORATE EXPRESS	STATIONERY SUPPLIES	\$43.10
EFT2270	D & J MILLER (DO YOUR BLOCK CONTRACTING)	GRAVEL CARTAGE	\$660.00
EFT2271	FIRE AND EMERGENCY SERVICES AUTHORITY	ESL FOR QUARTER 3 2010/11	\$17,116.55
EFT2272	JASON SIGNMAKERS	SIGNAGE	\$433.40
EFT2273	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$170,853.58
EFT2274	MIDALIA STEEL	STEEL SUPPLIES	\$187.44
EFT2275	ROBIN MELLEMA	RECOUP OF EXPENSES	\$1,100.00
EFT2276	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$584.81
EFT2277	NANNUP COMMUNITY RESOURCE CENTRE	PURCHASE OF MOBILE PHONE	\$79.00
EFT2278	NANNUP LIQUOR STORE	REFRESHMENTS	\$176.94
EFT2279	RICOH BUSINESS CENTRE	PHOTOCOPIER SUPPLIES	\$152.20
EFT2280	SHIRE OF MANJIMUP	IT SUPPORT	\$6,243.18
EFT2281	WORTHY CONTRACTING	WATER TRUCK HIRE - MOWEN ROAD	\$24,788.50
EFT2282	WADIFARM CONSULTANCY SERVICES	PROFESSIONAL SERVICES	\$2,376.00
EFT2283	ROBERT JENNINGS	REIMBURSEMENT OF EXPENSES	\$3,780.27
EFT2284	RED 11	COMPUTER FOR FIRE OPERATIONS SES BUILDING	\$1,257.31
EFT2285	AUSTRALIA POST	POSTAGE	\$86.00
EFT2286	NANNUP SURVEYS	FIELDWORK	\$12,601.63
EFT2287	J BLACKWOOD & SON LIMITED	BARRICADE SUPERGUARD	\$1,669.31
EFT2288	IMINI HOLDINGS PTY LTD	TRANSPORTABLE TOILET HIRE	\$880.00

SCHEDULE OF ACCOUNTS PAYABLE
SHIRE OF NANNUP
SUBMITTED TO COUNCIL'S FEBRUARY 2011 MEETING

Chq/EFT	Name	Description	Amount
EFT2289	BP NANNUP	MOWEN ROAD FUEL ACCOUNT	\$15,190.41
EFT2290	SETTLERS ROOFING AND GRADING	MACHINERY HIRE	\$11,583.00
EFT2291	PM TREASURE - EARTHMOVING CONTRACTOR	MACHINERY HIRE	\$18,150.00
EFT2292	PN & PS TILLEY	MACHINERY HIRE	\$13,216.50
EFT2293	SNAP FOLD AUSTRALIA PTY LTD	TREE CONTROL MARKERS	\$64.55
EFT2294	BUSSELTON TELEPHONES	PHONE MAINTENANCE	\$148.50
EFT2295	COURIER AUSTRALIA	FREIGHT CHARGES	\$491.04
EFT2296	D & J COMMUNICATIONS	SUNDRY MAINTENANCE	\$287.10
EFT2297	COATES HIRE	ROLLER HIRE	\$12,227.88
EFT2298	CIVI TEST SOU WEST	MOWEN ROAD WORKS	\$9,451.75
EFT2299	GEOGRAPHE SAWS & MOWERS	BG86 STHIL PETROL BLOWER	\$727.50
EFT2300	DARRADUP VOLUNTEER BUSH FIRE BRIGADE	REFUND OF REPAIR WORKS	\$1,013.65
EFT2301	KIM DAWE	FOOTPATHS	\$14,231.40
EFT2302	D & J MILLER (DO YOUR BLOCK CONTRACTING)	MOWEN ROAD WATERCART	\$11,434.50
EFT2303	BARBARA DUNNET	RECOUP OF EXPENSES	\$103.50
EFT2304	THE GOOD FOOD SHOP	REFRESHMENTS	\$325.00
EFT2305	HOWSON TECHNICAL	MAINSTREET DEVELOPMENT PROJECT	\$2,257.20
EFT2306	K & C HARPER	MAINTENANCE WORK	\$85.80
EFT2307	MALATESTA ROAD PAVING	BITUMEN PRODUCTS	\$47,583.89
EFT2308	METAL ARTWORK CREATIONS	NAME BADGE AND DESK PLAQUES	\$49.94
EFT2309	GREG MADER EARTHWORKS	MACHINERY HIRE - MOWEN ROAD	\$91,503.50
EFT2310	NANNUP HANDY FOODS	FUELS AND REFRESHMENTS	\$70.00
EFT2311	NANNUP HARDWARE & AGENCIES	SUNDRY SUPPLIES	\$5,557.22
EFT2312	NANNUP NEWSAGENCY	POSTAGE AND STATIONERY SUPPLIES	\$667.36
EFT2313	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$197.29
EFT2314	NANNUP LIQUOR STORE	REFRESHMENTS	\$240.00
EFT2315	FULTON HOGAN INDUSTRIES PTY LTD	SUPPLY LAY & COMPACT INTERSECTION MIX	\$32,744.05
EFT2316	GT BRAKE & CLUTCH REPAIRS	MAINTENANCE ON TRAILER	\$1,684.19
EFT2317	RICOH BUSINESS CENTRE	PHOTOCOPIER METER PLAN	\$438.59
EFT2318	TRADE HIRE	GENSET HIRE	\$1,778.50
EFT2319	VAN DIEMEN QUALITY BULBS	BULB PURCHASE FOR 2011	\$2,277.00
EFT2320	WML CONSULTANTS	MOWEN ROAD PROJECT MANAGEMENT	\$3,011.80
EFT2321	WARREN BLACKWOOD WASTE	BIN PICKUPS FEB 2011	\$5,802.80
EFT2322	WORTHY CONTRACTING	JALBARAGUP BRIDGE - CLEARING AND FENCING	\$42,053.33
EFT2323	WADIFARM CONSULTANCY SERVICES	PROFESSIONAL SERVICES	\$2,112.00
EFT2324	BUILDERS REGISTRATION BOARD OF WA	BRB COLLECTION TO 24/2/11	\$1,468.00
Total eft payments :			\$1,093,043.33
18465	KATE CLARKE	RATES REFUND	\$620.00
18466	WENDY TROW	NANNUP BIKE PLAN PROJECT - 40%	\$3,972.00
18468	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$277.25
18469	SCOTTIES EXCAVATIONS	TRUCK, FLOAT AND EXCAVATOR HIRE - MOWEN ROAD	\$47,704.25
18470	TENTS WEST	YEARLY ERECTION FEE FOR SOUND SHELL COVER	\$550.00
18471	DIRECT FUEL SUPPLIES	FUEL & OILS	\$1,430.00
18472	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$130.16
18473	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$982.03
18474	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$297.70
18475	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	\$361.31
18476	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$352.80
18477	COMMONWEALTH FINANCIAL SERVICES	SUPERANNUATION CONTRIBUTIONS	\$326.02
18478	ASGARD ELEMENTS - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$4.30
18479	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	\$315.57
18480	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$247.32
18481	NANNUP LAVENDER FARM	REFRESHMENTS - AGED FRIENDLY WORKSHOPS	\$300.00
18482	GUMNUTS GALORE	GARDENING SUPPLIES	\$78.00
18483	MANJIMUP BOUNCY CASTLE	BOUNCY CASTLE HIRE - AUSTRALIA DAY	\$250.00
18484	MARGARET RIVER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	\$110.00
18485	CEMETERIES & CREMATORIA ASSOC OF WA	AGM & ONE DAY SEMINAR	\$115.00
18486	R & J POTTS PLUMBING	FORESHORE ABLUTION BLOCK MAINTENANCE	\$176.00
18487	TIMCARE DISTRIBUTORS	AUSSIE CLEAR DRUM 20 LITRE	\$181.50
18488	ANTHONY DEAN	RECOUP OF EXPENSES NO 7	\$520.00
18489	CIVIL LEGAL	LEGAL ADVICE	\$6,203.32
18490	DATA #3 LIMITED	TREND ENT SECURITY	\$402.43
18491	HART SPORT	SPORTING EQUIPMENT	\$445.20
18492	WENDY TROW	PREPARE AND FACILITATE MARKETING WORKSHOP	\$210.00
18493	KARRI VALLEY RESORT	DINNER FOR MOWEN ROAD	\$2,481.50
18494	BUNNINGS- BUSSELTON	GARDENING SUPPLIES	\$93.19
18495	BLACKWOOD CAFE - ARIHIA PTY LTD	COUNCIL DINNER 24/2/11	\$480.00

**SCHEDULE OF ACCOUNTS PAYABLE
SHIRE OF NANNUP
SUBMITTED TO COUNCIL'S FEBRUARY 2011 MEETING**

Chq/EFT	Name	Description	Amount
18496	EAST NANNUP BUSH FIRE BRIGADE	REFUND OF REPAIR WORKS	\$2,519.69
18497	FTE ENGINEERING	SUNDRY SUPPLIES	\$557.04
18498	NANNUP GARDEN VILLAGE COMMITTEE	GRANT FOR NANNUP FLOWER & GARDEN FESTIVAL	\$1,500.00
18499	MANSELL PTY LTD	SUPPLY OF 2010/11 RATE COMPARISON REPORT	\$165.00
18500	DEPARTMENT FOR TRANSPORT	VEHICLE REGISTRATION	\$65.80
18501	SYNERGY	STREETLIGHT ACCOUNT	\$5,519.50
18502	SCOTTIES EXCAVATIONS	MOWEN ROAD WORKS	\$8,049.25
18503	B.J. & F.H. TOMAS	SUPPLY & ERECT FENCE - MOWEN ROAD	\$2,350.00
Total cheque payments:			\$90,343.13

Trust Account

22738	BRAD BOURKE	BOND REFUND	\$160.00
22739	SHIRE OF NANNUP	BRB COMMISSION COLLECTED TO 24/2/11	\$356.40
22740	BCITF	BUILDING & CONSTRUCTION LEVY -24/2/11	\$8,010.42
Total trust cheques:			\$8,526.82

Total Municipal Payments for Period:	\$1,183,386.46
Total Trust Payments for Period:	\$8,526.82
Total Payments for the period ending 13/03/2011	\$1,191,913.28

Cr Pinkerton left the meeting at 6.26pm.

8594 CAMARRI/BOULTER
(Procedural Recommendation)

That the meeting be closed to members of the public in accordance with Sections 5.23(2) (d) of the Local Government Act 1995.

(The following report is confidential in accordance with Section 5.23(2) (d) of the Local Government Act 1995, being a matter where legal advice has been obtained)

CARRIED 7/0

The meeting was closed to the public at 6.26pm.

Cr Pinkerton returned to the meeting at 6.29pm.

AGENDA NUMBER: 10.18 SUBJECT: Askino Subdivision – Outstanding Matters LOCATION/ADDRESS: Lot 23 Brockman Highway, Nannup NAME OF APPLICANT: Shire of Nannup FILE REFERENCE: A475 AUTHOR: Geoffrey Benson - Manager Development Services DISCLOSURE OF INTEREST: Nil DATE OF REPORT: 8 March 2011

8595 CAMARRI/BOULTER

1. That Council receives the Legal Advice prepared by Civic Legal in relation to the subdivision of Lot 23, Brockman Highway, Nannup by Askino Pty. Ltd.
2. That all of the "fill" that has been placed on the public open space, Lot 8001 and 8004, Hitchcock Drive, Nannup, without specific written approval from the Council of the Shire of Nannup, by Askino Pty Ltd, or its contractors, be removed by Askino Pty Ltd, such that the land is returned to the original, undisturbed contours, by 15th May 2011;
3. That Council acknowledge that for the Stage 1 portion of Hitchcock Drive, built as part of an approved subdivision, with WAPC Approval No. 130010, Askino Pty Ltd has completed its obligation as required by the subdivision approval from WAPC, as far as initial construction and warranty of workman ship is concerned;
4. That Council considers allocating funds in the 2011/2012 financial year's budget for the repair works required to be carried out to the pavement for Hitchcock Drive, such that the recommendations from the Ascent Engineering Report can be implemented.

CARRIED 7/0

8596 GILBERT/MELLEMA

That the meeting be opened to members of the public.

CARRIED 7/0

The meeting was opened to the public at 6.40pm.

**11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED
BY DECISION OF MEETING****(a) OFFICERS**

Nil.

(b) ELECTED MEMBERS

Nil.

**12. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS
NOTICE HAS BEEN GIVEN****12.1 Review of Fee Structure for Charging of Standpipe Water**

Cr Dunnet has put forward the following Notice of Motion:

"That Council review their fee structure for the charging of water from their standpipe."

COMMENT

The Shire of Nannup currently charges a fee of \$17.00 per kilolitre for the supply of water. This price was previously set to encourage responsible water use in response to the high demand by non-residential users at the time. Consequently, the price is significantly above adjoining municipalities' rates for supply. Until recently, there had been limited requests for water from residential users.

In light of the current diminished supply of water, we have recently received and anticipate the receipt of further requests for water from residential users. The fee structure should be reviewed to allow consideration of an appropriate fee for the anticipated need for water from residents, whilst balancing the original need to encourage responsible water use and the costs associated with the supply of water by the Shire of Nannup.

Possible solutions include the use of an additional differential for residential use or the discretionary reduction of the \$17.00 kilolitre fee based on individual circumstances.

DUNNET/

That Council review their fee structure for the charging of water from their standpipe.

MOTION WITHDRAWN

Officers to investigate.

Cr Dean left the meeting at 6.36pm.

Cr Dean returned to the meeting at 6.38pm.

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 6.55pm.