



Shire of
Nannup
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Agenda Attachments

Ordinary Meeting of Council to be held
on Thursday 24 June 2021
Commencing at 5.30pm
in Council Chambers

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Attachment 3.1

10 June 2021

Ms. Rita Stallard

Dear Ms Stallard,

LARGE ROCKS AND LOGS REPLACEMENT ALONGSIDE PATH ADJACENT TO GUSSIES MILL

I refer to your enquiry at the May 2021 Council Meeting regarding relocating large rocks and logs that were alongside the path adjacent to Gussies Mill Reserve moved during Mitigation Activity works.

I do recall our on - site discussion and my agreement to replace the large rocks and logs back alongside the pathway and a general tidy up of the immediate area.

Please accept my apologies for the oversight in having this work carried out.

I have now organised to have this completed as soon as suitable plant and operator is available.

If you have any further enquiries regarding this matter, please do not hesitate to contact me.

Yours sincerely,



JONATHAN JONES
MANAGER INFRASTRUTURE





Minutes

Unconfirmed Copy

Ordinary Council Meeting held Thursday 27 May 2021

5.30pm in Council Chambers, Adam Street, Nannup

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SHIRE OF NANNUP

Minutes of Ordinary Council Meeting held in Council Chambers, Adam Street
Thursday 27 May 2021 at 5.30 pm

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS/ACKNOWLEDGEMENT OF COUNTRY:

The Shire President declared the meeting open at 5.31 pm and welcomed the public gallery.

The Shire President acknowledged the traditional custodians of the land, the Wardandi and Bibbulmun people; paying respects to Elders past, present and emerging.

2. ATTENDANCE/APOLOGIES:

2.1 ATTENDANCE

<i>Councillors</i>	<i>Staff</i>
Cr Tony Dean (Shire President)	David Taylor – Chief Executive Officer
Cr Robin Mellema (Deputy Shire President)	Sarah Dean – Governance Officer (Minute Taker)
Cr Cheryle Brown	
Cr Chris Buckland	
Cr Patricia Fraser	
Cr Vicki Hansen	
Cr Cate Stevenson	

Public Gallery

Rita Stallard, Wendy Duncan, Ian Gibb, Carol Pinkerton, Wayne Leece, Jim Green, Isabel Green, Kevin Bird.

2.2 APOLOGIES

Kim Dolzadelli – Manager Corporate & Community Services

Jonathan Jones – Infrastructure Manager

3. PUBLIC QUESTION TIME:

3.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions taken on notice at 25 March 2021 (Attachment 3.1.1)

Questions taken on notice at 25 February 2021 (Attachment 3.1.2)

3.2 PUBLIC QUESTION TIME

Rita Stallard, East Nannup Road

Q 1. The bush fire mitigation works that have occurred at Gussies Mill have involved moving some large rocks and logs that were alongside the path which are habitat for native wildlife. I have previously asked Manager Infrastructure Jonathan Jones if the area could be tidied up and these items restored to original locations to be used as habitat for wildlife. As of yet it hasn't been restored as discussed with Mr Jones. Can you please advise when this will occur?

Response: Chief Executive Officer replied that he would take the question on notice as he was unaware of the situation and Mr Jones was an apology for the meeting.

4. MEMBERS ON LEAVE OF ABSENCE AND APPLICATIONS FOR LEAVE OF ABSENCE:

4.1 APPROVED LEAVE OF ABSENCE

Cr Corlett has a leave of absence for May 2021; previously approved.

4.2 APPLICATION FOR A LEAVE OF ABSENCE

Nil.

5. CONFIRMATION OF MINUTES:

Items 5.1 - 5.4 adopted by en bloc resolution:

5.1 Shire of Nannup Ordinary Council Meeting – 25 March 2021

<p><i>That the Minutes from the Ordinary Meeting of Council held 25 March 2021 be confirmed as a true and accurate record (attachment 5.1).</i></p>
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5.2 Shire of Nannup Ordinary Council Meeting – 22 April 2021

<p><i>That the Minutes from the Ordinary Meeting of Council held 22 April 2021 be confirmed as a true and accurate record (attachment 5.2).</i></p>
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COUNCIL RESOLUTION 21045

MOVED: CR HANSEN

SECONDED: CR BUCKLAND

CARRIED BY EN BLOC RESOLUTION (7/0)

5.3 WALGA South West Country Zone Meeting – 23 April 2021

That the Minutes of the meeting of WALGA South West Country Zone Meeting held 23 April 2021 be received (attachment 5.3).

5.4 WALGA State Council Meeting – 5 May 2021

That the Summary Minutes of the meeting of WALGA South West Country Zone Meeting held 23 April 2021 be received (attachment 5.4).

COUNCIL RESOLUTION 21046

MOVED: CR STEVENSON

SECONDED: CR MELLEMA

CARRIED BY EN BLOC RESOLUTION (7/0)

5.5 Shire of Nannup Tourism Advisory Committee Meeting – 6 May 2021

That the Minutes of the meeting of the Shire of Nannup Tourism Advisory Committee meeting held 6 May 2021 be received (attachment 5.5).

Procedural Motion:

That the motion lie on the table.

Councillor Buckland moved a procedural motion that the motion lie on the table and the Minutes be resubmitted to the June 2021 Ordinary Meeting of Council as there are some errors within the document.

COUNCIL RESOLUTION 21047

MOVED: CR BUCKLAND

SECONDED: CR BROWN

CARRIED (7/0)

6. ANNOUNCEMENTS FROM PRESIDING MEMBER:

Nil.

7. DISCLOSURE OF INTEREST:

Cr Brown declared an impartiality interest in agenda item 12.4 – Budget Amendment Request as she is a member of the Cundinup Volunteer Bush Fire Brigade which may be impacted by a decision in relation to item 12.3.

8. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil.

9. PRESENTATIONS:

9.1 PETITIONS

Nil.

9.2 PRESENTATIONS

Mr Kevin Bird, President of the Nannup Community Resource Centre Committee; made a presentation regarding the 10-year loan arrangement finalisation between the Nannup Community Resource Centre and the Shire of Nannup; as discussed in the Statement of Financial Activity – 30 April 2021 in agenda item 12.3.

9.3 DEPUTATIONS

Nil.

10. MEETING CLOSED TO THE PUBLIC:

10.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED:

Nil.

10.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC:

Nil.

11. REPORTS BY MEMBERS ATTENDING COMMITTEES:

Councillor	Committee/Working Group	Date
Dean, Mellema, Brown, Stevenson, Hansen, Buckland.	Annual Electors Meeting	25 May
Stevenson, Fraser	BFAC – AGM and Ordinary Committee Meeting	3 May
Stevenson, Hansen, Buckland, Fraser	Tourism	6 May
Buckland	Chamber of Commerce & Industry – Nannup	5 May

12. REPORTS OF OFFICERS:

AGENDA NUMBER & SUBJECT:	<i>12.1 Delegated Planning Decisions for April 2021</i>
LOCATION/ADDRESS:	Various
NAME OF APPLICANT:	Various
FILE REFERENCE:	TPL18
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	3 May 2021
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.1.1 – Register of Delegated Development Approvals April 2021

BACKGROUND:

To ensure the efficient and timely processing of planning related applications, Council delegates authority to the Chief Executive Officer to conditionally approve Applications for Development Approval that meet the requirements of both Local Planning Scheme No.3 (LPS3) and adopted Council policy.

Delegated planning decisions are reported to Council on a monthly basis to ensure that Council has an appropriate level of oversight on the use of this delegation. A Register of Delegated Development Approvals, detailing those decisions made under delegated authority in April 2021 is presented in Attachment 12.1.1.

COMMENT:

As shown in the attachment, each application has been advertised in accordance with LPS3 and Council’s adopted Local Planning Policy *LPP5 Consultation* as detailed in the Policy Implications section of this report.

During April 2021, three (3) development applications were determined under delegated authority. The table below shows the number and value of development applications determined under both delegated authority and by Council for April 2021 compared to April 2020:

	April 2020	April 2021
Delegated Decisions	0	3 (\$49,390)
Council Decisions	0	0
Total	0	3 (\$49,390)

100% of all approvals issued in the month of April were completed within the statutory timeframes of either 60 or 90 days.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, Local Government Act 1995 and LPS3.

Regulation 19 of the *Local Government (Administration) Regulations 1996* requires that a written record of each delegated decision is kept.

POLICY IMPLICATIONS:

Applications for Development Approval must be assessed against the requirements of LPS3 and Local Planning Policies adopted by Council. These Policies include Local Planning Policy *LPP5 Consultation* which details the level and scope of advertising required for Applications for Development Approval.

Each application processed under delegated authority has been processed and advertised, and has been determined to be consistent with the requirements of all adopted Local Planning Policies.

FINANCIAL IMPLICATIONS:

The required planning fees have been paid for all applications for Development Approval processed under delegated authority.

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council receives the report on Delegated Development Approvals for April 2021 as per Attachment 12.1.1.

COUNCIL RESOLUTION 21048

MOVED: CR BUCKLAND

SECONDED: CR BROWN

That Council receives the report on Delegated Development Approvals for April 2021 as per Attachment 12.1.1.

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	12.2 Monthly Accounts for Payment – April 2021
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Susan Fitchat - Corporate Services Coordinator
REPORTING OFFICER:	Kim Dolzadelli – Manager of Corporate and Community Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT	12 May 2021
ATTACHMENT:	12.2.1 – Accounts for Payment – April 2021

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 April to 30 April 2021 as detailed hereunder and noted on the attached schedule, are submitted to Council.

COMMENT:

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

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

Municipal Account

Accounts paid by EFT	13505-13561	277,140.34
Accounts paid by cheque	20506 to 20508	248.65
Accounts paid by Direct Debit	DD11104 to D11126.1	45,818.96
<i>Sub Total Municipal Account</i>		<u>\$323,207.95</u>

Trust Account

Accounts paid by EFT	-	0
<i>Sub Total Trust Account</i>		<u>0</u>
Total Payments		<u><u>\$323,207.95</u></u>

STATUTORY ENVIRONMENT:

LG (Financial Management) Regulation 13

POLICY IMPLICATIONS:

None.

FINANCIAL IMPLICATIONS:

As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS:

None.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal and Trust Account fund totalling \$323,207.95 1 April 2021 to 30 April 2021 in the attached schedule(s) be endorsed.

COUNCIL RESOLUTION 21049

MOVED: CR MELLEMA

SECONDED: CR STEVENSON

That the List of Accounts for Payment for the Nannup Shire Municipal and Trust Account fund totalling \$323,207.95 1 April 2021 to 30 April 2021 in the attached schedule(s) be endorsed.

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	12.3 Statement of Financial Activity – 30 April 2021
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Kim Dolzadeli – Manager Corporate and Community Services
REPORTING OFFICER:	Kim Dolzadeli – Manager Corporate and Community Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	18 May 2021
ATTACHMENTS:	12.3.1 – Statement of Financial Activity for the period ending 30 April 2021

BACKGROUND:

Local Government (Financial Management) Regulation 34(1) requires that Council report monthly on the financial activity from all the various operating and capital divisions. Council has adopted a variance threshold of 10% or \$30,000, whichever is the greater on which to report.

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

COMMENT:

As at 30 April 2021, the Shire’s financial performance is considered satisfactory.

Whilst current variances exist in some operational areas, these are primarily due to timing differences or are offset with matching income/expenditure, are not material in nature or are transactions that have no direct impact on the Net Current Position.

Acknowledging Capital expenditure is presently tracking below year to date budget estimates the officer notes that whilst many items will be addressed in the remaining months to 30 June there is a likelihood that some of these items will need to be carried over into the coming 2021/2022 Municipal Budget.

The Officer further notes that Council will consider an Item before them at this meeting with respect to Budget Amendments which will see the Budgeted Surplus position increase from \$56,831 to \$75,006.

Another item to note is that the Nannup Community Resource Centre (CRC) has fully repaid their Self Supporting Loan (Loan 37). Self-Supporting loans are indeed a great way of assisting community groups and organisations that contribute much to the fabric of the Local Community as does the Nannup CRC.

Reporting on Material Variances can be found on Page 4 of Attachment 12.3.1.

STATUTORY ENVIRONMENT:

Section 6.4 of the Local Government Act and Regulation 34 of the Local Government (Financial Management) Regulations detail the form and manner in which a local government is to prepare financial activity statements.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION:

That Council receives the statutory Statement of Financial Activity for the period ending 30 April 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations.

COUNCIL RESOLUTION 21050

MOVED: CR BUCKLAND	SECONDED: CR MELLEMA
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That Council receives the statutory Statement of Financial Activity for the period ending 30 April 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations.

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	12.4 Budget Amendment Request
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Kim Dolzadeli – Manager Corporate and Community Services
REPORTING OFFICER:	Kim Dolzadeli – Manager Corporate and Community Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	18 May 2021
ATTACHMENT:	Nil

BACKGROUND:

Council adopted its 2020/2021 Municipal Budget on Thursday 30 July 2020, Statutory Budget Review on 25 March 2021 and further Budget Amendments were adopted by Council at its meeting 22 April 2021 resulting in a Budgeted Surplus Position of \$56,831.

COMMENT:

1. It has since been identified that a DFES Grant in the Amount of \$31,715 (Ex GST) pertaining to the upgrade of the SES Building completed in January 2020 has not been claimed therefore meaning expenditure at the time was funded from Council funds. This amount can now be claimed.
2. It has further been identified that an amount of \$262,000 currently in the Budget with matching Capital expenditure is incorrectly included in the 2020/21 Municipal Budget which we will not be receiving.
3. In addition to the Grant Funding listed in point 1 above there are the following DFES grants available to the Shire of Nannup:

Brigade/Unit Name	Description	Budget (Ex GST)
Cundinup BFB	1 appliance Bay Facility & Amenities	\$110,000
Shire	Fast Fill Tanker	\$8,000

Quotations (3) have been received for the Cundinup BFB project with cost in the vicinity of \$120,000.

Myself and Community Emergency Management Office, Leigh Fletcher have engaged with Mr Peter Raykos (DFES) with respect to the Funding for the Cundinup BFB 1 appliance Bay Facility & Amenities project. The outcome of these discussion was most advantages with the verbal agreement to accept the additional cost and for the scope of the facility to be extended and funded to include:

- Sealed Internal Floors,
- Ventilation to roof,
- 8m Hardstand both front and rear of appliance entry/exit,
- Racking for PPE, and
- Signage.

Mr Raykos estimated that this additional scope would cost within the vicinity of \$25,000 of which he is confident approval for both this cost and the additional \$10,000 for the original scope will be given.

This will put the Project cost in the vicinity of \$145,000 pending final Grant approval from DFES.

The Community Emergency Management Office will now seek for the above scope to be added to the 3 quotations obtained and then proceed to formal approval from DFES for an increase to the Grant Funding.

4. Vehicles Quotations

Council has previously been briefed with respect to current light vehicle market and potential to minimise changeover costs in this market.

Officers have sought quotations and Sale/Trade prices as Follows:

Vehicle	Position	Trade/Sale	Purchase	Net Cost
Toyota Prado – 2020 VX	CEO	\$ 63,636	\$ 69,000	\$ 5,363.64
Toyota Prado – 2017 GX	MI	\$ 46,363	\$ 54,000	\$ 7,636.36
		\$ 109,000	\$ 123,000	\$ 13,000

Non Cash impacts would be as follows:

Vehicle	Position	Current WDV	Sale Proceeds	Profit on Sale/(Loss)
Toyota Prado – 2020 VX	CEO	\$64,746	\$63,636	(\$1,110)
Toyota Prado – 2017 GX	MI	\$35,101	\$46,363	\$11,262

In order to accommodate the above changes to the 2020/2021 Municipal Budget the Officer is requesting Council approve the following Budget Amendments:

Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
107460	DFES Capital Grant	-\$262,000	-\$184,175	\$77,825
109540	DFES Capital Upgrade – Cundinup BFB	\$262,000	\$145,000	-\$117,000
New	Fast Fill Trailer	\$ -	\$8,000	\$8,000
0544	VEHICLES & PLANT GENERAL ADMIN	\$65,330	\$134,330	\$69,000
3564	PURCHASE OF PLANT	\$802,586	\$856,586	\$54,000
8053	Sale Proceeds	-\$223,637	-\$333,636	-\$109,999
Net Impact/Increase to Surplus Position				-\$18,174
Current Surplus Position				-\$56,831
New Surplus Position				-\$75,005

Non Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
0493	Loss on Sale of Asset	\$401	\$1,511	\$1,110
8392	Profit on Sale of Asset	\$53,536	\$64,798	\$11,262
	Net Impact/Increase to Surplus Position			NIL

The Officer commends these requested Budget Amendments to Council for consideration.

STATUTORY ENVIRONMENT:

Section 6.8 of the Local Government Act refers to expenditure from the municipal fund that is not included in the annual budget. In the context of this report, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Budget amendments being sought will result in an increase of Budget Surplus from \$56,831 to \$75,005.

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION:

That Council approve the following Budget Amendments resulting in an Amended Budgeted Surplus Position of \$75,006:

Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
107460	DFES Capital Grant	-\$262,000	-\$184,175	\$77,825
109540	DFES Capital Upgrade – Cundinup BFB	\$262,000	\$145,000	-\$117,000
New	Fast Fill Trailer	\$ -	\$8,000	\$8,000
0544	VEHICLES & PLANT GENERAL ADMIN	\$65,330	\$134,330	\$69,000
3564	PURCHASE OF PLANT	\$802,586	\$856,586	\$54,000
8053	Sale Proceeds	-\$223,637	-\$333,636	-\$109,999
Net Impact/Increase to Surplus Position				-\$18,174
Current Surplus Position				-\$56,831
New Surplus Position				-\$75,005

Non Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
0493	Loss on Sale of Asset	\$401	\$1,511	\$1,110
8392	Profit on Sale of Asset	\$53,536	\$64,798	\$11,262
Net Impact/Increase to Surplus Position				NIL

COUNCIL RESOLUTION 21051

MOVED: CR HANSEN	SECONDED: CR BROWN
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That Council approve the following Budget Amendments resulting in an Amended Budgeted Surplus Position of \$75,006:

Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
107460	DFES Capital Grant	-\$262,000	-\$184,175	\$77,825
109540	DFES Capital Upgrade – Cundinup BFB	\$262,000	\$145,000	-\$117,000
New	Fast Fill Trailer	\$ -	\$8,000	\$8,000
0544	VEHICLES & PLANT GENERAL ADMIN	\$65,330	\$134,330	\$69,000
3564	PURCHASE OF PLANT	\$802,586	\$856,586	\$54,000
8053	Sale Proceeds	-\$223,637	-\$333,636	-\$109,999
Net Impact/Increase to Surplus Position				-\$18,174
Current Surplus Position				-\$56,831
New Surplus Position				-\$75,005

Non Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
0493	Loss on Sale of Asset	\$401	\$1,511	\$1,110
8392	Profit on Sale of Asset	\$53,536	\$64,798	\$11,262
Net Impact/Increase to Surplus Position				NIL

CARRIED BY ABSOLUTE MAJORITY (7/0)

AGENDA NUMBER & SUBJECT:	12.5 Scott River Sustainable Economic Strategy
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 38C
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	17 May 2021
ATTACHMENT:	12.5.1 - Scott River Strategy Actions Breakdown

BACKGROUND:

The Scott River Region crosses the Shire of Augusta Margaret River and the Shire of Nannup, and is largely characterised by broad acre agriculture focused on dairy, beef, sheep, plantation timber and horticulture.

Following a meeting in November 2017 between Shire of Nannup, Shire of Augusta Margaret River and Scott River Growers Group (now called South West Growers Group) it was agreed there was a need to develop a feasibility study to provide evidence to advocate for infrastructure improvements in the Scott River Region. Challenges around road conditions, telecommunication black spots, access to workers and more had been identified as ongoing issues for farmers in the region.

In 2018 draft Terms of Reference for a Project Control Group were developed, a scope of works for a consultant was written, and a progress update was provided to 30 stakeholders.

Following this the below agencies contributed funds towards the strategy development.

Shire of Augusta Margaret River	\$15,000
South West Development Commission	\$10,000
Bunbury Fibre	\$10,000
Western Dairy	\$2,000
Scott River Growers Group	\$2,000
Shire of Nannup	\$5,000
TOTAL	\$44,000

The scope of the Strategy was further refined by the funding bodies and a Request for Quote process undertaken in mid-2019. In November 2019 preparation of the Strategy commenced, including research, consultation and report preparation over the first half of 2020.

Extensive feedback on a draft strategy was provided in July 2020, and revisions were undertaken in August 2020. Further clarification was sought and in November 2020 a final report was provided.

CONSULTATION AND ADVICE

External Consultation

Strategy preparation entailed a number of in-person meetings and intermittent correspondence with the funding bodies:

- Shire of Augusta-Margaret River
- Lower South West Growers Group
- Bunbury Fibre
- Western Dairy
- South West Development Commission

An engagement plan was also developed to ensure a wide range of input from stakeholders in the Scott River Region, leading to phone interviews with more than 30 people and agencies, and two public meetings held in the region and attracting 11 local farmers and growers. Strategy preparation also entailed a literature review of 13 related reports and strategies.

Internal Consultation (Shire of Nannup)

- Chief Executive Officer

OFFICER COMMENT:

The final Strategy recommends 37 actions across 8 different strategy areas. As per Attachment 2: Scott River Strategy Actions breakdown, not all actions are recommended for support and others require some modification before they can be pursued. A number of challenges for the Scott River community are detailed in the strategy but the proposed solutions, in some cases, require reframing to be more acceptable from either an environmental, funding, regulatory, or logistical perspective.

The red, orange, and green “traffic lights” analysis of the strategy recommendations (Attachment 2) provides a succinct outline of the Shire’s position on each action, and Council’s endorsement on this position is sought. This will serve as a starting point for further workshopping with key stakeholders, undertaken through the formation of a working group.

It is recommended that this working group – the yet-to-be formed Scott River Strategy Action Group – is not formed as a committee of Council, but rather operates under Terms of Reference as a working group for the purpose of collaboratively examining the recommendations from the strategy in order to:

1. Determine the best strategic way forward, including prioritisation of actions and analysis of critical path.
2. Make recommendations, including agreement on reframing of some actions.
3. Identify project leads for each action.
4. Seek funding.
5. Report back to Shire Councils at decision making times.

As a key agency responsible for regional economic development, it is intended that the South West Development Commission will Chair the meetings. Membership will comprise key stakeholder groups, including those representing farming and environmental interests. The following members are proposed:

Shires

Shire of Augusta Margaret River (staff)

Shire of Nannup (staff)

State Government

South West Development Commission (SWDC)

Department of Water and Environmental Regulation (DWER)

Department of Primary Industries and Regional Development (DPIRD)

Department of Biodiversity, Conservation and Attractions (DBCA)

Federal Government

Regional Development Australia South West

Industry groups

Lower South West Growers Group (previously Scott River Growers Group)

Lower Blackwood Landcare

Western Dairy

Forest Industries Federation (WA)

In addition, the following organisations may be called upon as required:

Undalup Association

Augusta Margaret River Clean Community Energy

Southern Dirt

Augusta Chamber of Commerce

Nannup Chamber of Commerce

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Allocation of Officer time to be part of the Steering

STRATEGIC IMPLICATIONS:

Extracts from the Shire of Nannup Strategic Community Plan 2017-2027.

Our Economy

2.1 The Big Picture – we will have a sustainable, innovative and equitable economy.

Our Built Environment

3.2 Planning and Building – provide a quality planning outcome for community benefit through appropriate consultation.

3.3 Our Communication – increase coverage of communication systems.

Our Natural Environment

4.3 Our sustainable future – to achieve a green clean future.

Our Community Leadership

5.2 Working Together – to have united community groups working together.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION:

That Council:

1. Notes the Scott River Sustainable Economic Strategy.

2. Endorses the position on the actions as contained in Attachment 2: Scott River Strategy Actions breakdown, noting these will be further refined with a full working group.

3. Endorses the CEO to enter into a governance model/framework briefly mentioned in the body of this report for a new working group to refine the actions from the Strategy and develop an implementation plan.

COUNCIL RESOLUTION 21052

MOVED: CR BROWN	SECONDED: CR HANSEN
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That Council:

- 1. Notes the Scott River Sustainable Economic Strategy.***
- 2. Endorses the position on the actions as contained in Attachment 2: Scott River Strategy Actions breakdown, noting these will be further refined with a full working group.***
- 3. Endorses the CEO to enter into a governance model/framework briefly mentioned in the body of this report for a new working group to refine the actions from the Strategy and develop an implementation plan.***

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	<i>12.6 Consideration of the Tender for stage 2 Construction for Tank 7 & 8 Mountain Bike Park</i>
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	TEN 1
AUTHOR:	Nicole Botica, Economic and Community Development Officer
REPORTING OFFICER:	David Taylor, Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	21 May 2021
ATTACHMENT:	Nil

BACKGROUND:

Stage 2 of the Nannup Tank 7 & 8 Mountain Bike Park is ready for construction as the recommended design planning phase has been completed; this stage consists of 8.895km including trails 1, 7,9,12,13,15 and 16.

The combination of Southwest Development Commission REDS Grants Round 3 and Local Roads and Community Infrastructure Phase 2 funding has enabled the Tender process to allocate funds towards constructing Stage 2 of the Tank 7 and 8 Mountain Bike Trails.

COMMENT:

The tender was advertised on Councils Website and Facebook page as well as in the West Australian newspaper on 10th April 2021 with a closing date of 30th April 2021 at 12:00pm.

A tender selection panel included four officers from the Shire of Nannup as well as one officer from the Department of Biodiversity, Conservation and Attractions.

Two tenders were received at the close of the tender period and were from:

- Three Chillies Design Pty Ltd
- Common Ground Trails Pty Ltd

In assessing Tenders to be awarded the tender, the Shire of Nannup undertook due diligence and found that some clarification was required from both Tenderers.

Having been through this process the Tender Selection Panel has agreed that the tender process has been compromised by giving each tenderer multiple opportunities to clarify/correct their Tender submissions.

It is also believed that both Tenders are capable of delivering the project.

It is therefore recommended that Council reject both Tenders and authorise the Chief Executive Officer to negotiate the most beneficial outcome to the Shire of Nannup in accordance with the Local Government (Functions and General) Regulations 1996, Division 2, part 11. (2) (c) as detailed below.

STATUTORY ENVIRONMENT:

Local Government Act 1995

Division 3 — Executive functions of local governments

Subdivision 6 — Various executive functions

3.57. Tenders for providing goods or services

Division 2 — Tenders for providing goods or services (s. 3.57)

11. *When tenders have to be publicly invited*

(2) Tenders do not have to be publicly invited according to the requirements of this Division if —

(c) within the last 6 months —

(i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or

POLICY IMPLICATIONS:

ADM 4, Administration Policy; Purchasing.

FINANCIAL IMPLICATIONS:

The Shire of Nannup has funds allocated to construct Stage 2 of the Tank 7 & 8 Mountain Bike Park.

STRATEGIC IMPLICATIONS:

Ensure good governance and the most beneficial outcome for the community of the Shire of Nannup.

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION:

That Council with respect to the two Tenders received for the Stage 2 Tank 7 and 8 Mountain Bike Park;

a. Reject the Tenders received from Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd, and

b. Authorise the Chief Executive Officer to negotiate the most beneficial outcome to the Shire of Nannup with Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd and award a contract to the most favourable contractor for the construction of Stage 2 of the Nannup Tank 7 & 8 Mountain Bike Park.

COUNCIL RESOLUTION 21053

MOVED: CR BUCKLAND

SECONDED: CR BROWN

That Council with respect to the two Tenders received for the Stage 2 Tank 7 and 8 Mountain Bike Park;

a. Reject the Tenders received from Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd, and

b. Authorise the Chief Executive Officer to negotiate the most beneficial outcome to the Shire of Nannup with Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd and award a contract to the most favourable contractor for the construction of Stage 2 of the Nannup Tank 7 & 8 Mountain Bike Park.

CARRIED BY ABSOLUTE MAJORITY (7/0)

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

13.1 Development and adoption of a Reconciliation Action Plan (RAP) – Cr Cate Stevenson

The development and adoption of a Reconciliation Action Plan (RAP) will assist the Shire of Nannup to appropriately and respectfully recognise the traditional custodianship of the land on which the Shire of Nannup is situated and contribute to reconciliation both internally and within the community.

The RAP will provide a strategic and structured framework for Councillors and Officers of the Shire to work within and enhance the work the Council and Shire undertakes. The RAP will build on the work and actions already undertaken by the Shire including the Acknowledgment of Country, support for the Reconciliation Pathway and inclusion of interpretive signage reflecting our Aboriginal history and continuing culture.

Comment

Reconciliation Australia describe a Reconciliation Action Plan (RAP) as:

“... a strategic document that supports an organisation’s business plan. It includes practical actions that will drive an organisation’s contribution to reconciliation both internally and in the communities in which it operates.

The RAP Program contributes to advancing the five dimensions of reconciliation by supporting organisations to develop respectful relationships and create meaningful opportunities with Aboriginal and Torres Strait Islander peoples.”

[\(https://www.reconciliation.org.au/reconciliation-action-plans/\)](https://www.reconciliation.org.au/reconciliation-action-plans/)

The RAP Framework includes four RAP types (Reflect, Innovate, Stretch, Elevate) designed to suit organisations at different stages of the reconciliation process. Each type outlines the elements required to build strong relationships, respect and opportunities within the organisation and community. The development of a “Reflect” RAP will provide a base level for the Shire to work from and identify actions for future RAPs.

A “Reflect” RAP

“... clearly sets out the steps you should take to prepare your organisation for reconciliation initiatives in successive RAPs. Committing to a Reflect RAP allows your organisation to spend time scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on your vision for reconciliation and exploring your sphere of influence, before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable”

[\(https://www.reconciliation.org.au/reconciliation-action-plans/\)](https://www.reconciliation.org.au/reconciliation-action-plans/)

Please refer to Reconciliation Australia’s documents “*RAP Framework*” (Attachment 13.1.1) and “*Which RAP is right for you?*” (Attachment 13.1.2) for further information. Reconciliation Australia supports the development of a RAP through the provision of information, templates, guides and other resources to assist organisations.

The adoption of a RAP will serve to demonstrate respect for Aboriginal heritage and the ongoing relationship of traditional custodians with the land and support the wider community in recognising, respecting and sharing in Aboriginal culture and heritage. This recognition assists in developing strong partnerships with Aboriginal communities and community members. These relationships and partnerships create a greater understanding and mutual respect across cultures.

The “Respect” RAP aligns with the Shire’s Community Plan 2017 – 2027:

- “Our Community - *We are a unique town that role models sustainability and taking the time to celebrate our heritage and festivals*”
- “Our Community Leadership - *5.1 Listen to listen and partner with our community leaders and all our diverse groups and 5.2 Working Together to have united community groups working together*” and
- “Our Council Leadership - *A listening leadership that provides for and represents all*”.

Examples of RAPs adopted within the local government sector include the City of Busselton, WALGA and Shire of Northam (Attachments 13.1.3, 13.1.4 & 13.1.5 respectively) are attached for reference.

Motion:

For the Shire of Nannup to appropriately and respectfully recognise the traditional custodianship of the land on which the Shire of Nannup is situated and contribute to reconciliation internally and within the community that:

- 1. The Shire of Nannup develop and adopt a “RESPECT” Reconciliation Action Plan (RAP) utilising Reconciliation Australia’s RAP Framework.***
- 2. Based on the CEO’s advice, an appropriate funding allocation for the development and implementation of the “RESPECT” RAP be included in the budget considerations for the 2021 – 2022 financial year.***
- 3. The CEO provide a report to the August 2021 Council meeting on the recommended process and timeline for the development of the “RESPECT” RAP, including process for identification of key stakeholders.***

COUNCIL RESOLUTION 21054

MOVED: CR STEVENSON	SECONDED: CR MELLEMA
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For the Shire of Nannup to appropriately and respectfully recognise the traditional custodianship of the land on which the Shire of Nannup is situated and contribute to reconciliation internally and within the community that:

- 1. The Shire of Nannup develop and adopt a “RESPECT” Reconciliation Action Plan (RAP) utilising Reconciliation Australia’s RAP Framework.*
- 2. Based on the CEO’s advice, an appropriate funding allocation for the development and implementation of the “RESPECT” RAP be included in the budget considerations for the 2021 – 2022 financial year.*
- 3. The CEO provide a report to the August 2021 Council meeting on the recommended process and timeline for the development of the “RESPECT” RAP, including process for identification of key stakeholders.*

CARRIED (1/6)

Cr Dean voted against the motion

13.2 Rural Housing – Cr Tony Dean

Background Information:

Currently, to the best of my understanding, one house is allowed per rural zoned lot regardless of the lot size. This could range from 5 to 1000 hectares. That is not to say there is sometimes more than one house per block. This is often disguised as a caretaker's cottage or worker's accommodation or is often a historical accident due to construction pre Local Planning Schemes, 1983. (Unsure of first LPS, staff to confirm.) However, to plan for family succession the elders of the family or for that matter younger offspring have to live off site when this may be poorest outcome for all concerned.

This proposed amendment may also help solve the rural housing crisis whereby rural land holders may construct additional housing units for rent.

There should be a planning mechanism which allows building of additional houses on each rural zoned block.

The purpose of this of this motion is to bring forward a discussion paper on the pros and cons of such an amendment to our scheme.

I also understand that this is not peculiar to this Shire but may be common throughout the South West. Also understand this amendment, if agreed to, must pass through the WAPC, not an easy task.

Motion:

That the CEO be instructed to:

- 1. Commence the process to amend our LPS (3) to allow more than one housing unit (house) on each rural zoned block. (this will more than likely carry over to LPS 4)***
- 2. Survey other local Councils to determine the current extent of multiple dwellings on rural blocks.***
- 3. Report back to the June meeting of Council on progress to date.***

Councillor Dean moved an amendment to the motion, that the month in point 3 be changed to September and the reference to LPS (3) be changed to Local Planning Scheme:

COUNCIL RESOLUTION 21055

MOVED: CR DEAN

SECONDED: CR MELLEMA

That the CEO be instructed to:

- 1. Commence the process to amend our Local Planning Scheme to allow more than one housing unit (house) on each rural zoned block;***
- 2. Survey other local Councils to determine the current extent of multiple dwellings on rural blocks.***
- 3. Report back to the September meeting of Council on progress to date.***

CARRIED (7/0)

14. URGENT BUSINESS:

Nil.

15. CLOSURE OF MEETING:

The Shire President declared the meeting closed at 6.21 pm.



Shire of Nannup

Tourism Committee Meeting

Minutes

Committee Meeting was held on Thursday 6 May 2021
4.00pm in Council Chambers; 15 Adam Street, Nannup

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Agenda

1. DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY / ANNOUNCEMENT OF VISITORS:

2. RECORD OF ATTENDANCE/APOLOGIES:

Cr C Brown	Councillor
Cr C Buckland	Councillor
Cr P Fraser	Councillor
Cr V Hansen	Councillor
Cr C Stevenson	Councillor
David Taylor	Chief Executive Officer
Nicole Botica	Economic and Community Development Officer
Bettie Prichodko	Visitor Service Contractor
Louise Stokes	Advisory Member
Apologies:	
Cr T Dean	Shire President
Cr R Mellema	Deputy Shire President
Cr V Corlett	Councillor
Maree Tinker	Advisory Member
Mark White	Advisory Member
Rob Marshall	Advisory Member
Rebecca Cotton	Advisory Member

Chair Cr Dean was an apology; Cr Buckland was nominated to carry Chair duties for the meeting.

Moved Cr Stevenson, second Cr Hansen

Welcome to Country: Cr Buckland

3. PRESENTATIONS / GUEST SPEAKERS

Nil.

4. DECLARATIONS OF INTEREST:

Cr Brown and Cr Stevenson declared conflict of interest to point 7.a; Banners on Warren; It was noted both Councillors declared an interest as employees of the Nannup CRC

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING:

Minutes from Thursday 12 November 2020 are accurate and correct.

Moved by Cr Buckland, seconded by Cr Brown.

6. BUSINESS ARISING FROM PREVIOUS MINUTES:

6.1 Shire officers to undertake economic development study of accommodation potential for Nannup:

A Nannup Trail Town Business Case is complete and a copy is in Attachment 1 including the accompanying reports;

- Nannup Mountain Bike Park Economic Impact Assessment (July 2020);
- Nannup Trails Hub Gaps & Opportunities (September 2020);
- Nannup Trail Town Economic Impact Assessment (March 2021).

6.2 Visitor Information Servicing at the Blackwood Cafe;

- Update on Visitor Servicing Quarterly Report Attachment 2
- Feedback to Blackwood Café from ASW, set up exceptional, rapport with customers excellent and App is outstanding. A good demonstration of visitor servicing in a small region
- T-Shirts for the Visitor Information with SF&V will be available for the Blackwood Café

a. SF&V update

- Update from LTO; entry signage project; ASW will co-brand the banners
- Origins opportunity in Busselton was suggested as an option for tourism providers to target the Busselton region. Origins precinct (Aldi & Kmart in Busselton) attracts 40,000 visitors a week.

b. Geo Tourism Update

- Information session scheduled for 21 January at Foreshore Park was postponed due to fire emergency, a new date has not been confirmed.
- Mark White is working with other members of the community to ignite support, as a Geo Park must be driven by the community.

7. GENERAL BUSINESS

Please refer to notes from Mark White and has highlighted progress for the Tourism initiatives he has been involved in.

a. Banners on Warren

- Template from Jack in the Box has been supplied to the CRC to undertake the design
- A Style guide, branding, guidelines for eligibility of advertisers/banner subjects will be developed for Nannup CRC to work with

b. Nature Playground

- Nature playground – community collaborative project has been activated and Concept Design to include Emu features in the design

c. Experience Nannup

- More options for accommodation and business inclusion

- Website is in final development, call to action is to push for the App.
- Domain name to be confirmed – seeking www.experiencenannup.com.au or www.expnannup.com.au
- The link to the mock website is <http://expnannup.wpengine.com/>
- Blueprint is being developed by Shire Officers, feedback will be required at the coming meeting.

d. Munda Biddi Halfway Town

- 18 September is proposed for the opening event to launch the Experience Nannup brand and Munda Biddi Halfway Town with an official opening of and celebration with the MTB Park and playground together with other infrastructure.
- The community event will be held at the Recreation Centre Precinct, welcome to country, official opening, ride for the Munda Biddi, experience Tank 7, enjoy the playground, have market stalls and Munda Biddi workshops, finish off with a community concert and food stall options.
- Photo shoot was successful, update images on the App for local businesses
- Welcome signs to be developed, installation of bike lockers

e. Blackwood Bike Park collaboration

- A meeting was held on 24 April, 2021, with a collaborative group from the region including Balingup Visitor Centre who have commissioned the visioning workshop to market the region as the Blackwood Bike Park.

f. Terms of Reference

- Tourism Committee - Terms of Reference 5.2

Up to five (5) Tourism Service Providers within the Shire of Nannup - these Tourism Operators will be chosen by the Shire of Nannup annually in order to ensure a broad range of tourism classifications.

- Request if Advisory Members wish to remain relevant as COVID 19 impacted on meetings during the past 12 months
- Council to determine if new members are to be approached or continue on with the current representatives
- All Advisory Members are to present their intention to participate or not in this forum into the future at the next meeting

g. Tourism Awards

- An opportunity arises for Nannup to enter into available Tourism Awards and promote the transformation of the Visitor Servicing, with investment in the tourism infrastructure and advancement in Trail Town accreditation

8. NEXT MEETING:

4.00pm Thursday 1st July at Council Chambers

CLOSURE OF MEETING: 5.00pm



Shire of Nannup

Bush Fire Advisory Committee ANNUAL GENERAL Meeting 3 May 2021 Minutes

Committee Meeting held
on Monday 3 May 2021
at 7.05pm in Council Chambers
at 15 Adam Street, Nannup

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3. ELECTION OF OFFICERS – PRESIDING MEMBER AND DEPUTY MEMBER:2

4. APPOINTMENT OF CHIEF BUSH FIRE CONTROL OFFICER, DEPUTY BUSH FIRE CONTROL OFFICER:3

5. APPOINTMENT OF FIRE CONTROL OFFICERS:4

6. CLOSURE OF MEETING:4

Minutes

1. DECLARATION OF OPENING/ACKNOWLEDGMENT TO COUNTRY/ANNOUNCEMENT OF VISITORS:

The Presiding Member Councillor Cate Stevenson declared the Bush Fire Advisory Committee (BFAC) meeting open at 7:05pm, with an Acknowledgement of Country.

2. RECORD OF ATTENDANCE/APOLOGIES:

Attendees

Cr Cate Stevenson (Chair) – Councillor
Robin Mellema – Chief Bush Fire Control Officer (CBFCO)
Mark Scott– Deputy Chief Bush Fire Control Officer (BFCO)
John Patman – Deputy Chief Bush Fire Control Officer (BFCO)
Peter Hastie – Carlotta Fire Control Officer (FCO)
Gerald Brown – Cundinup Fire Control Officer (FCO)
Andrew McNab – Scott River Fire Control Officer (FCO)
Vic Lorkiewicz – East Nannup Fire Control Officer (FCO)
Mike Vasey – North Nannup (FCO)
Carey Curtis – Nannup Brook (FCO)
Leigh Fletcher – Community Emergency Services Manager (CESM)
Ed Haverly – Dept. of Biodiversity Conservation and Attractions (DBCA – Blackwood)
Steve Mills – Dept. of Biodiversity Conservation and Attractions (DBCA Donnelly)
Rosalyn Edwards – Ranger/Fire Control Officer
Kim Dolzadelli – Manager of Corporate and Community Services

Apologies

Greg Hodgson – Forest Product Commission (FPC)
Cr Patricia Fraser - Councillor
Peter Thomas – Department of Fire and Emergency Services (DFES)

3. ELECTION OF OFFICERS – PRESIDING MEMBER AND DEPUTY MEMBER:

The Presiding member declared all positions open and relinquished the Chair.

Mr Robin Mellema assumed the chair and called for nominations for the position of Presiding Member with one nomination being received.

Motion

1. That Councillor Cate Stevenson be elected as Presiding Member of the Shire of Nannup Bush Fire Advisory Committee.

Moved: Robin Mellema

Seconded: Mark Scott

Carried

Cr Cate Stevenson having been duly elected assumed the chair as Presiding Member and called for nomination for the position of Deputy Presiding Member with one nomination being received.

Motion

1. That Councillor Patricia Fraser be elected as Deputy Presiding Member of the Shire of Nannup Bush Fire Advisory Committee.

Moved: Robin Mellema

Seconded: Mark Scott

Carried

4. APPOINTMENT OF CHIEF BUSH FIRE CONTROL OFFICER, DEPUTY BUSH FIRE CONTROL OFFICER:

The Presiding Member called for nominations for the positions of Chief Bush Fire Control Officer and, Deputy Bush Fire Control Officer.

Motion

1. That Robin Mellema be elected as Chief Bush Fire Control Officer of the Shire of Nannup for the 2021/22 financial year.

Moved: John Patman

Seconded: Carey Curtis

Carried

Motion

1. That Mark Scott and John Patman be elected as Deputy Chief Bush Fire Control Officers of the Shire of Nannup for the 2021/22 financial year.

Moved: Robin Mellema

Seconded: Carey Curtis

Carried

5. APPOINTMENT OF FIRE CONTROL OFFICERS:

The Presiding member noted that the individual Volunteer Bush Fire Brigades elect their Fire Control Officers and then recommend them for appointment via the Bush Fire Advisory Committee to the Council.

Motion

1. That the following individuals be elected as Fire Control Officers of the Shire of Nannup for the 2021/22 financial year:

Peter Hastie – Carlotta Fire Control Officer (FCO)

Gerald Brown – Cundinup Fire Control Officer (FCO)

Andrew McNab – Scott River Fire Control Officer (FCO)

Vic Lorkiewicz – East Nannup Fire Control Officer (FCO)

Mike Vasey – North Nannup (FCO)

Carey Curtis – Nannup Brook (FCO)

Mark Scott – Balingup Road (FCO)

John Gaunt – Peerabeelup (FCO)

John Patman – Darradup (FCO)

Moved: Robin Mellema

Seconded: Peter Hastie

Carried

6. CLOSURE OF MEETING:

Presiding member thanked all in attendance and closed the meeting at 7:40pm.



Shire of Nannup

Bush Fire Advisory Committee Meeting 3 May 2021

Minutes

Committee Meeting held
on Monday 3 May 2021
at 7.20pm in Council Chambers
at 15 Adam Street, Nannup

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Minutes

1. DECLARATION OF OPENING/ACKNOWLEDGMENT TO COUNTRY/ANNOUNCEMENT OF VISITORS:

The Presiding Member Councillor Cate Stevenson declared the Bush Fire Advisory Committee (BFAC) meeting open at 7:20pm, with an Acknowledgement of Country.

2. RECORD OF ATTENDANCE/APOLOGIES:

Attendees

Cr Cate Stevenson (Chair) – Councillor
Robin Mellema – Chief Bush Fire Control Officer (CBFCO)
Mark Scott – Deputy Chief Bush Fire Control Officer (BFCO)
John Patman – Deputy Chief Bush Fire Control Officer (BFCO)
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Vic Lorkiewicz – East Nannup Fire Control Officer (FCO)
Mike Vasey – North Nannup (FCO)
Carey Curtis – Nannup Brook (FCO)
Leigh Fletcher – Community Emergency Services Manager (CESM)
Ed Haverly – Dept. of Biodiversity Conservation and Attractions (DBCA – Blackwood)
Steve Mills – Dept. of Biodiversity Conservation and Attractions (DBCA Donnelly)
Rosalyn Edwards – Ranger/Fire Control Officer
Kim Dolzadelli – Manager of Corporate and Community Services
John Gaunt – Peerabeelup (FCO) – arrived 8.00pm

Apologies

Greg Hodgson – Forest Product Commission (FPC)
Cr Patricia Fraser - Councillor
Peter Thomas – Department of Fire and Emergency Services (DFES)

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:

Motion

That the Minutes of the Bushfire Advisory Meeting of the Shire of Nannup held in the Council Chambers on 22nd February 2021 be confirmed as a true and correct record, noting that these Minutes were considered and endorsed by Council on April 22 2021.

Moved: Mark Scott
Seconded: John Patman

Carried

4. BUSINESS ARISING FROM THE PREVIOUS MINUTES:

4.1 SMS Messaging system update

Requested by CBFCO & Cr Cate

5. REPORTS OF COMMITTEE MEMBERS:

Robin Mellema - Chief Bush Fire Control Officer

- Tabled (attached)

John Patman – Deputy Chief Bush Fire Control Officer

- Noted attendance at the Regional Operations Advisory Committee meeting

Mark Scott - Deputy Chief Bush Fire Control Officer

- Nil to report

Mark Scott – Balingup Rd

- Shire Ranger and Balingup Rd FCO have been looking into emergency access and fire safety land management of Tanjanerup lots North of the Blackwood River, accessible through Milward Plantation and Revelly Bridge. These lots were sold by the government agency CALM, maintenance responsibility of logging tracks and firebreaks on these properties are unclear to the landowners.
- The Shire in previous years have approved firebreak variations for some individual lots. Maintenance on most of the identified access track/firebreaks have not been kept up.
- The Ranger and FCO have identified preferred emergency access that runs through these private properties and also through Forest Product Commission (FPC) and Department of Biodiversity Conservation and Attractions (DBCA) land.
- In March 2021 (Restricted times) a private logging company commenced logging operations on a private property, Tanjanerup lot 2 Balingup-Nannup Road. Although the property had a current approved firebreak variation the firebreaks/access tracks had not been maintained. Firebreaks are required on the land, to stop the spread or outbreak of fire under the *Bush Fire Act 1954 Section 33*.
- Logging operations were identified by the FCO to likely cause a bush fire. Subsequently the Ranger issued a notice under *Regulation 38A. Vehicle etc. power to prohibit etc. use of in restricted or prohibited time*. This gave the FCO power to stopped logging operations until firebreaks were installed.

- The private landowner was reluctant to carry out the work. The logging company resolved the issues by upgrading firebreaks on the private lot 2. They also upgraded many tracks/firebreaks on private lands that were identified as preferred emergency access. FPC has also upgraded their access tracks in the area.
- The FCO and ranger will continue to work with landowners to ensure the properties are compliant with *Sec 33 of the Bush Fire Act 1954* and ongoing safe access for firefighting is maintained throughout the area.

John Patman – Darradup

- Hazard reduction burns and clearing around Brigade Fire Shed
- Repairs to rear of Fire Building have been completed
- Brigade AGM to occur end of this month
- Approval for \$600 contribution applications received.

Vic Lorkiewicz – East Nannup

Fire at Donnelly

- 000 calls in areas where no fires – Folly
- Permits – notification of Land Owners Shire will not give adjoining land owners details

MCCS – Shire will definitely provide adjoining land owners details, will inform all staff. Shire will not release information to be used for commercial purposes. Any issues please contact MCCS, Ros or Leigh direct.

Ranger - 8 Days' notice to neighbors required unless mutual agreement met.

MCCS - clarified that it is the responsibility of the permit holder to make contact with the neighbours, not Shire Officers or FCOs.

Andrew McNab – Scott River

- Relatively quiet
- Private property burn 17 April where Brigade assisted

Mike Vasey – North Nannup

- Assisted with Mill Fire a few weeks ago
- A few fires lit during prohibited season
- New sign on Fire Shed to highlight when fires permitted (Unrestricted, Restricted & Prohibited)

Carey Curtis – Nannup Brook

- Attended the Mill Fire
- 6 November 2020 - new Mobile number still not on ComCen
- CESM to follow up

ED Hatherly – Department of Biodiversity Conservation and Attractions (DBCA – Blackwood)

- Powerpoint presentation on activities undertaken and planned for future within the Shire of Nannup. (see attached)

John Gaunt - Peerabeelup (arrived)

- Nothing to report.

Steve Mills – Department of Biodiversity Conservation and Attractions (DBCA Donnelly)

- Taken over from Jeff Bennet.
- Edge burning on Graphite Road
- Burn Plan meeting on Wednesday will report back to next meeting of BFAC
- Karri burn runs Karribrook along Vasse Highway up to back of Donnelly Winery east side of Hwy to be done in Spring
- Donnelly Huts prescription burn completed, Karridale next Autumn
- Fires at Donnelly mill thanks to Carlotta and East Nannup – 3 more Fires found the following day – suspicious Police
- Blackpoint Fire additional burn to lock the boundary in – Ministerial Received today complaining about additional burn
- Fire 19 Pneumonia Road/Scott Road in process of rehab works to tidy up.

DFES – No Report

FPC – Notes tabled in the form of an Email.

CESO – Written report tabled with verbal update of highlights in relation to General Business Items 6.1 – 6.5 below.

Presiding Member reminded members that requests for Purchase of PPE and Brigade funded materials come from an Elected officer of the Brigades, not individual Brigade members.

Membership of Brigades needs to be updated to ensure that the list is current and that this list be provided to DFES to update their records.

Presiding Member suggested that a date be set for the request for purchasing of Equipment – members agreed that orders need to be submitted to CESM by 17 May 2021.

Motion put to meeting.

Motion

“That the committee receive the Reports as tabled or presented at the meeting.”

Moved: Mark Scott

Seconded: Gerald Brown

Carried

6. GENERAL BUSINESS:

6.1 Emergency Services Levy (ESL) expenditure

Noted that ESL Expenditure YTD \$59,818.41 Refer to tabled **Resolution Tracker** item under *BFAC 2nd November* Line item *Feb-23/2022 (sic) 8.8*

6.2 ESL funded purchasing requirements

Refer to CESM Report above

6.3 Vehicle/Plant maintenance scheduling

Refer to CESM Report above

6.4 MAF Program (Fire mitigation)

Refer to CESM Report above

6.5 Potential training opportunities

Refer to CESM Report above

6.6 Consideration of Terms of Reference for BFAC

Council Officer Report:

- Attachments: 6.6.1 – BFAC Minutes September 2020
 6.6.2 – Amended BFAC Terms of Reference

The current adopted terms of Reference for the Bush Fire Advisory Committee were adopted by Council in May 2019. At the Bush Fire Advisory Committee Meeting held 7 September 2020 a motion was put to amend the current Terms of Reference; however, these amendments have not been considered by Council and therefore as such are not in operation (see attached 6.6.1). Members of the committee are requested to consider the following resolution:

- 1. That BFAC endorse the attached amended Bush Fire Advisory Committee (BFAC) Terms of Reference.**
- 2. That BFAC request Council officers to prepare an item for consideration of Council to consider the adoption of the amended BFAC Terms of Reference.**

Note: A further revised *Bush Fire Advisory Committee (BFAC) Terms of Reference* was tabled for consideration of the meeting.

Presiding member introduced Item 6.6.

CBFCO spoke to the tabled Bush Fire Advisory Committee (BFAC) Terms of Reference and moved the following motion:

Motion

6.8 Nannup Airstrip

Mark Scott

Have the issues raised last year with DBCA in respect to Nannup Airstrip been resolved?
Ed Haverly – have been taken onboard and sent to Head Office for approval, will follow-up and provide feedback.

6.9 Delegation to approve Expenditure

Mark Scott

Standing delegation to CBFCO and DBFCO/s to allow expenditure for heavy machinery in response to fire situation.

CBFCO believes that this is still in place but should be reviewed. Believes the amount is \$5,000.

Presiding member asked MCCA to comment.

MCCA will follow up, reiterated importance of getting an incident number.

Mark Scott advised that the Shire has been advised by DFES that the Shire must first spend \$ before DFES would contribute to cost.

Presiding Member asked that the MCCA follow this up with CBFCO and DBFCOs

6.10 Fire Season road signage

CBFCO in relation of road signage, do we need to review our signage with respect to Fire awareness and dates. Is our signage too small and/or over complicated.

Ranger has been looking at signage and will report back to BFAC and sought feedback.

6.11 Peerabeelup Brigade

CBFCO - Clarification sought on Peerabeelup changes to FCO.

John Gaunt may have sold property and if this proceeds there would be a change in FCO.

Vic Lorkiewicz – Donnelly River Huts does this area come under is this under Peerabeelup or is it still separate.

Steve Mills

Advised that they have their own Brigade who report through to Todd Ridley and all their work is through the Shire of Manjimup.

Presiding member requested that clarification be provided on this.

7. DATE FOR NEXT MEETING PROPOSED:

Monday 2 August 2021.

8. CLOSURE OF MEETING:

Presiding member thanked all in attendance and closed the meeting at 8:41pm.

Register of Delegated Development Approvals

Application Number	Owner's Name	Applicant's Name	Assessment Number	Property Address	Type of Development	Works or Use	Proposed cost of development	Date Received	Advertised	Issue Date	Authority
2021/16	David & Rachel Goldsmith	David & Rachel Goldsmith	A1479	Lot 97 (11) East Nannup Rd, Nannup	Chalet development	Works & Use	\$10,000.00	31/03/2021	Yes - 2 weeks	11/05/2021	Delegated - CEO
2021/17	Ian Rowland	Ian Rowland	A221	Lot 692 (14) North St, Nannup	Change of use (holiday home)	Use	\$1,000.00	19/04/2021	Yes - 2 weeks	19/05/2021	Delegated - CEO
2021/18	Simon Taylor	Simon Taylor	A1566	Lot 123(21) Hitchcock Dr, Nannup	Change of use (holiday home)	Works & Use	\$15,000.00	5/05/2021	Yes - 2 weeks	24/05/2021	Delegated - CEO
2021/21	David & Jane Wood	David & Jane Wood	A1755	Lot 904 (278) Credence Ridge, Cundinup	Change of use (holiday home)	Use	\$5,000.00	14/05/2021	Yes - 2 weeks	31/05/2021	Delegated - CEO
2021/28	Frank & Jill Colreavy	Mark Tomas	A155	Lot 11088 (8007) Brockman Hwy, Nannup	Oversize outbuilding	Works	\$45,000.00	20/05/2021	No - no affected neighbours	24/05/2021	Delegated - CEO

Attachment 12.2.1

Mr. Kim Dolzadelli
Shire of Nannup
PO Box 11
Nannup WA 6275

31st May 2021

RE: FROGs Early Learning Centre

Dear Kim,

Further to the letter from REED Chair Helen Creed, I wanted to provide confirmation that FROGs Early Learning Centre have committed to a merger with REED. We commend REED's offer and strongly believe the organisation is best placed to ensure high quality Early Childhood Education and Care (ECEC) Services remain in Nannup. In addition I wanted to share the context as to the Committee's unanimous decision to merge with REED.

The current committee has been serving since December 2019. We (myself, Laura and Deanna), became officers at FROGs during an immense period of change. During our time as committee the following key events have occurred:

- The then current director resigned and was due to finish at the end of 2019.
- The 2019 president resigned to ensure continuity of service and took up a position as Administrator / Acting Director of the Centre. No Child Care Experience.
- Completely New Committee.
- Replacement director was on maternity leave and due to return to work early 2020. No experience as a director.
- COVID-19 pandemic, imposing additional compliance measures, as well as a reduction in income as only supported by the Child Care Subsidy paid by the government.
- Staff Issues.
- Resignation of two ordinary committee members.
- Resignation of Administrator.
- Resignation of Director.

Hopefully I paint a clear picture, these events required significant amount of time by the committee to resolve the issues and assist in the management of the Centre. This is not withstanding the additional burden and risk the committee is responsible for as an incorporated association.

The compliance landscape of Childcare is ever changing. Whilst we are diligent members, we are not best placed to ensure that a critical service remains sustainable for current and future families of Nannup. Our own careers have been impacted, with time taken from our paid positions to ensure the Centre remains open and viable.

The stress the current situation has caused the committee is vast; we believe it would be difficult to recruit a subsequent committee, without knowingly sharing the difficulties this comes with. If the REED merger is not to progress, we would be forced to resign in our current positions with alternative options being;

1. Shire manages the Centre and a new director secured
2. A new committee is formed and a new director secured
3. The Centre folds

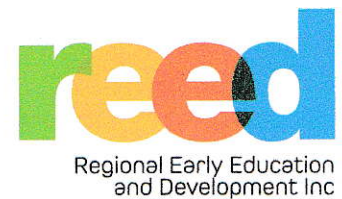
I do not believe that any of the above options in the same manner as REED offer would enable the best quality child care, support 5-6 part time staff members and continuity of ECEC Services in Nannup Community.

If you have any further questions, please don't hesitate to contact me.

Kind regards

Caitlyn Pither

Attachment 12.2.2



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

Att: Mr Kim Dolzadelli
Via email: mccs@nannup.wa.gov.au

Dear Mr Taylor

For some time, the sustainability of Early Childhood Education and Care (ECEC) services in regional Western Australia has been challenging in a changing and complex environment.

Work commenced in 2015 as part of the Wheatbelt Early Childhood Education and Care (ECEC) Sustainability Project looked at ways to ensure that ECEC services:

- continue to be provided across the Wheatbelt Region for the benefit of children and their families, communities and the economy,
- are sustainable and deliver high quality programs which contribute to children's development in their critical early years.

The outcome of that project was the agreement that a single regionally based ECEC organisation be established, recognised for its professionalism, sound governance and financial management, together with the quality of the services it provides for children. This organisation, established in 2018, is REED Inc (Regional Early Education and Development Inc).

REED has its early origins as the Narrogin Regional Child Care Services which, as well as providing ECEC services in Narrogin, supported the Pingelly and Wickepin communities through its mobile services. In the past three years, a further 15 regionally based services have merged to join REED, making it a significant ECEC provider throughout regional Western Australia.

In late April 2021, REED was approached by the Nannup Occasional Child Care Association, as the current approved provider of ECEC services in Nannup, expressing interest in a merger with REED. The REED Board was happy to support this request, with both Associations signing a merger agreement and working towards a merger taking place in mid 2021.

The process of merger involves both Associations lodging a formal application with the Early Childhood Regulatory Unit (ECRU) to transfer the approved provider status to REED, thereby ensuring that FROGS becomes a service under the auspices of REED.

For the transfer to progress, it is important that REED can demonstrate that it has secured long term access to premises suitable for delivering quality child care services. As such, after discussions between Philippa Gardener, Business Development Manager, REED, and Kim Dolzadelli, Manager Corporate & Community Services, REED has drawn up the attached draft lease agreement for the ongoing use of Shire owned premises at 32B Grange Rd, Nannup, WA, 6275.

The draft lease document is based on existing leases with other local government organisations. I understand that the Shire of Nannup has its own standard lease template. In the event the Shire would prefer to use its own format, REED is certainly open to this.

Nannup Occasional Child Care Association has advised that its current lease with the Shire includes a fee of \$144.84 per week.

REED has been fortunate that many of the local government authorities where REED services are located have supported a peppercorn lease arrangement, reflecting that access to cost effective, professionally delivered ECEC services delivers a strong economic benefit to their local area. REED respectfully requests that the Nannup Council give consideration to a similar arrangement being established, thereby providing the families in Nannup with the same level of local government support available to families at other REED services.

In addition to being the most cost efficient way of ensuring the long term availability of a valuable community resource, REED offers:

- Parental access to contemporary, high quality and sustainable early childhood education and care services, making Nannup attractive to families with young children and supporting the local economy.
- Ability for families to access the child care subsidy to reduce out of pocket expenses for child care fees.
- Structured career progression for REED employees, with professional development and secure long term employment within the Nannup Shire and across the region.
- Professional oversight of the highly regulated early childhood education and care sector, leaving users of the service to obtain the full benefits of access to quality child care.

I also provide for your information a copy of REED's Guidelines for Use. These guidelines have been developed in the event that other external parties seek to use the premises leased by REED Inc there is an agreed approach on to how to manage this. In this way, REED demonstrates its commitment not only to the provision of formal ECEC services in Nannup, but more generally to other relevant organisations who support the well-being of children and young people within the town.

Attached to this letter, is a document confirming the Shire intent to enter into a lease agreement with REED.

Recognising the significance of the project that REED is undertaking, and that the majority of existing leases are between the current ECEC service and their relevant local government agency, ECRU have

agreed to waiver the usual requirement of a formal lease subject to providing a signed authority recognising the intent of the local government agency to enter into a long term lease arrangement.

This concession recognises the need to progress the transfer of Approved Provider as quickly as possible while acknowledging that leases held with local government organisations often require authorisation from the relevant Council and can be beholden to formal meeting schedules. Once signed, this statement will be submitted as part of the package to ECRU and help ensure Approved Provider transfers can be expedited.

As you can see, the statement does not commit the Shire in relation to the terms of the lease, but will assist to expedite the ECRU timelines while providing us with the time to discuss the matter of the amount to be charged by the Shire.

REED thanks you for the support the Nannup Shire has given our Association to date and the feedback already provided. I would welcome the opportunity to speak directly with Council should further information about REED be required, and to ensure REED's request for a peppercorn lease receives every consideration.

Should you require any additional information about the lease or request that I attend a meeting of Council, I invite you to contact Philippa Gardener, Business Development Manager, philippa.gardener@reedwa.org.au or via telephone: 0402 017 424.

Yours sincerely



Helen Creed
CHAIRPERSON
REGIONAL EARLY EDUCATION AND DEVELOPMENT
26 May, 2021

I confirm that the Shire of Nannup understands and is willing to enter into a long term lease arrangement with the Regional Early Education and Development with the intention of securing ongoing early education and care services in the town of Nannup.

Name:

Signature:

Chief Executive Officer

Date:

Attachment 12.2.3

REGIONAL EARLY EDUCATION AND DEVELOPMENT INC (REED) BACKGROUND

- For more than a decade, the sustainability of ECEC services in the Wheatbelt region has been a challenge. The ongoing operation of services has been supported by Commonwealth Government's sustainability grants, State Government Royalties for Regions one-off strategic and operational grants and local government grants or in-kind support. Notwithstanding this financial support, many services have not had the income to cover staff salaries, and volunteer management committees do not always have the expertise to identify the problems and take the actions necessary to resolve this situation.
- Management Committees have been operating in an increasingly complex, highly regulated industry and responsibilities associated with employment of staff. Across the region Committees consistently identified issues such as lack of knowledge of awards and employer obligations, limited knowledge and experience in dealing with Early Childhood Education and Care (child care) Legislation, Regulations, National Quality Standards and policy development, limited financial knowledge and experience related to the business of managing a children's service, limited knowledge and experience in marketing, difficulties in attracting and retaining qualified staff, difficulties in attracting volunteers to the Committee due to the demands and high expectations placed on the Committee. Fluctuations in children's attendance from year to year place financial pressures on services and the responsible Management Committees. Services in the Wheatbelt have been characterised by burnout and frequent turnover of Management Committee members and staff.
- Following multiple consultations, reports, lobbying, conferences and forums, service providers unanimously agreed that there was a need for change to the way of managing childcare in the Wheatbelt. There was agreement that a single ECEC organisation should be established which would be recognised in the region for its professionalism, sound governance and financial management together with the quality of the services it provides for children and a set of principles.
- Research undertaken showed that the successful not-for-profit community based Lady Gowrie Tasmania (LGT) model for the governance and management of small and medium sized services could be modified to meet the needs of smaller communities such as many in the Wheatbelt region.
- An independent Net Community Benefits Assessment of the proposed Wheatbelt Regional Model of Governance concluded that there was a strong case for undertaking the required investment to support the aims of the model developed. The allocation of funds for this purpose was supported by State Treasury for both the former government and the current government.
- The regional governance and management model, a version of the successful LGT model modified to suit the Wheatbelt context has been championed by Hon Mia Davies and supported by the previous Coalition Government, the current Labor Government and Lotterywest. The Wheatbelt Development Commission has also been a very strong supporter of this initiative.
- On 31st January 2018 the new Constitution and name change to Regional Early Education and Development Inc were endorsed at a Special General Meeting of Narrogin Regional Child Care Services Inc.

- On 14th February 2018, the name change Regional Early Education and Development Inc. was approved by Department of Mines, Industry Regulation and Safety. REED is a not for profit organisation governed by the WA legislation - *Associations Incorporations Act, 2015*.
- An independent Nominations Committee recommended appointment of nine REED Board members. In addition to the range of relevant skills, knowledge and experience Board members bring to their governance responsibilities, the Board is structured to provide stability and continuity. Current Board member profiles are available at <https://reedwa.org.au/about-us/our-board/>.
- Regional Early Education and Development Inc was officially launched by the Hon Simone McGurk MLA Minister for Child Protection; Women's Interests; Prevention of Family and Domestic Violence; Community Services Minister on 16th March 2018. With Royalties for Regions funding and a Lotterywest grant to implement the new model with a single governance and management organisation for not-for-profit ECEC services across the Wheatbelt. REED's primary responsibilities are:
 - **The employment of staff**, for example, managing salaries, tax and professional development.
 - **Becoming the Approved Provider** of each service, ensuring regulatory requirements including continuous quality improvement are met, and liaising with the regulatory body in Western Australia, ECRU.
 - **Financial management** including the development of ECEC service budgets.
- Since its first meeting following the official launch, REED's Board has developed and adopted important governance policies and processes and a Strategic Plan 2018-2021 (ref www.reedwa.org.au). The four goals in the Strategic Plan are:
 - i. Delivering a range of high-quality services
 - ii. Ensuring the Organisation is sustainable
 - iii. Building our Organisation
 - iv. Engaging with the Community.
- The organisation is registered as a Charity with the Australian Charities and Not-for-profits Commission (ACNC) and has commenced the application process for ATO approval of Donor Gift Recipient (DGR) status.
- The staff senior management team has been set in place, and throughout 2019-21 has been working to complete mergers across the Wheatbelt and other WA regional areas, bringing the total services currently operated by REED to 18. In addition to very high level strategic and analytic skills, the General Manager has a deep understanding of complex Commonwealth and State Government early childhood education and care policies and finance. The management team includes finance and administrative staff and importantly, Cluster Managers with the necessary qualifications and experience to guide improvements in the quality of services and achievement of National Quality Standards.
- While REED was initially established to support Wheatbelt communities, it is increasingly apparent that the issues faced in the Wheatbelt are equally applicable across other regional communities. This broader regional need was anticipated in the early stages of REED's development, with the name of the organisation deliberately configured in anticipation of a future broader regional role.

- Children and families in all WA regional and rural areas have as much right to access the highest quality early childhood education and care programs as children and families in cities and metropolitan areas. In delivering on the first goal in the Strategic Plan, REED staff will be supported to bring the service they provide for children and families up to standards that meet or exceed national standards. Strategies for attracting and retaining high quality staff include provision of access to Professional Development and career path opportunities and the benefits of being valued members of a team.
- The ongoing provision of good quality ECEC services is important for children's development, for families, and importantly for the economic and social fabric of communities in the region. The renewed emphasis on agriculture and food security in a changing Western Australian economy highlights the importance of maintaining ECEC services in the Wheatbelt. The REED Board understands its obligation to ensure individual services and the regional organisation are financially viable. The Board is committed to building a financially sustainable, professionally managed regional organisation providing effectively and efficiently managed high quality services so that ECEC services in the region continue to operate and thrive.
- The REED structure is built around a Cluster model with a centralised administration function. This model is critical for REED's ongoing financial viability and overall sustainability. As such any decision to broaden the range of REED centres outside the Wheatbelt region will need to consider the ability to incorporate the Nannup Occasional Child Care Association Inc into an existing structure or whether there is sufficient interest in the REED model throughout your surrounding area to establish a new Cluster of services. These matters would be examined as part of any decision to formally progress a merger arrangement.

MERGER OF NANNUP OCCASIONAL CHILD CARE ASSOCIATION WITH REGIONAL EARLY EDUCATION AND DEVELOPMENT INC

- Should both the Nannup Occasional Child Care Association and REED Board agree to a merger:
 - i. REED would become the Approved Provider of the ECEC service at 32 Grange Road Nannup WA 6275
 - ii. REED will be responsible for governance and management of the service. This includes all legal, financial and human resource management, IT, general administration, communications, ECEC service policies and procedures as well as responsibility for meeting ACECQA requirements;
 - iii. Nannup Occasional Child Care Association Inc will wind up at the appropriate time as agreed between the two parties to the merger, if necessary taking account of Shire advice regarding timing.
 - iv. As REED is registered to deliver the Commonwealth Government's Child Care Subsidy, families attending the services will be eligible to apply for to access the child care subsidy to reduce out of pocket expenses for child care fees.
- Discussions will be held between REED and the Shire of Nannup regarding the transfer of the Lease to REED and any financial arrangements in place between Nannup Occasional Child Care Association and the Shire.
- REED's preferred position would be:
 - i. that the Shire of Nannup enter into a 10-year peppercorn lease with an option to renew for a further 10 years with Regional Early Education and Development Inc for the continued use

- of the building and grounds 32 Grange Road Nannup WA 6275 for the purpose of providing an early education and care service (and related family and community support services)
- ii. that REED enter into an agreement with the Shire of Nannup regarding the maintenance of the building and grounds and utilities expenses.

In return, Regional Early Education and Development Inc is committed to the ongoing provision of high quality Education and Care in Nannup for the benefit of children, families, business, community services and the social and economic fabric of the Nannup area. Regional Early Education and Development will also monitor the potential for the building to be used by other social and community services and visiting services for children and families.

- The management of multiple services across the region will enable REED to respond to the fluctuations that are currently so challenging for individual small services, including fluctuations in the annual birth rate and seasonal factors outside of the control of communities.

In entering into a long-term lease with the Shire, the REED Board recognises and takes seriously the accountability and responsibility associated with the stewardship of an important community asset on behalf of the Shire and its ratepayers.

Attachment 12.3.1

SHIRE OF NANNUP - ACCOUNTS FOR PAYMENT

May 2021

* Please note that most Fire, Road, Economic and Community Expenditure are funded externally.

The following figures are inclusive of GST where applicable

Chq/EFT	Date	Name	Description	Amount
EFT13562	04/05/2021	DEAN GUJA	Health Services	\$ 1,694.00
EFT13563	04/05/2021	CITY & REGIONAL FUELS	Diesel fuel	\$ 5,183.81
EFT13564	04/05/2021	OFFICEWORKS	Stationery	\$ 285.46
EFT13565	04/05/2021	NANNUP MEN'S SHED INC.	Gate	\$ 165.00
EFT13566	04/05/2021	REDGATE LIME	Road maintenance	\$ 20,502.05
EFT13567	04/05/2021	CHUBB FIRE & SECURITY	Monthly inspection	\$ 1,156.55
EFT13568	04/05/2021	KAI GOURMET	Catering	\$ 480.00
EFT13570	04/05/2021	PARKWOOD MAINTENANCE	Building maintenance	\$ 9,158.71
EFT13571	04/05/2021	G & S GHASSEB DRAFTING	Building design	\$ 5,000.00
EFT13572	04/05/2021	NANNUP HARDWARE & AGENCIES	Tank 7 Project	\$ 9,482.65
EFT13573	04/05/2021	COASTAL CARPET & TILE CLEANING	Building maintenance	\$ 99.00
EFT13574	04/05/2021	ARROW BRONZE	Memorial plaque	\$ 301.68
EFT13575	04/05/2021	LANDGATE	UV revaluation	\$ 8,585.26
EFT13576	04/05/2021	HAMISH ROBINSON	VBFB - Building maintenance	\$ 1,320.00
EFT13577	04/05/2021	K & C HARPER	Building maintenance	\$ 7,112.93
EFT13578	04/05/2021	PRESTIGE PRODUCTS	Consumables	\$ 385.99
EFT13579	04/05/2021	ROD'S AUTO ELECTRICS	Vehicle maintenance	\$ 215.00
EFT13582	05/05/2021	HOOFPRIENT HORIZONS (ANDREA JENKINS)	Reimbursement	\$ 70.00
EFT13583	05/05/2021	KIM M DOLZADELLI	Computer Maintenance	\$ 1,388.37
EFT13584	07/05/2021	JP REPAIRS	Vehicle maintenance	\$ 1,976.00
EFT13585	07/05/2021	BP NANNUP	Vehicle consumables	\$ 192.00
EFT13586	07/05/2021	SOS OFFICE EQUIPMENT	Monthly copy charges	\$ 497.39
EFT13587	07/05/2021	FAIRTEL PTY LTD	SES - NBN	\$ 154.00
EFT13588	07/05/2021	QUANTUM LIBRARY SUPPLIES	Screen	\$ 254.00
EFT13589	07/05/2021	FRONTLINE FIRE & RESCUE EQUIPMENT	VBFB - Protective clothing	\$ 284.90
EFT13590	07/05/2021	DARRADUP VOLUNTEER BUSH FIRE BRIGADE	Reimbursement for services	\$ 600.00
EFT13591	07/05/2021	DO YOUR BLOCK CONTRACTING	Building maintenance	\$ 2,035.00
EFT13592	07/05/2021	STATE LIBRARY OF WESTERN AUSTRALIA	Freight	\$ 318.91
EFT13593	07/05/2021	LGISWA	Training	\$ 1,389.17
EFT13594	07/05/2021	THE PAPER COMPANY OF AUSTRALIA PTY LTD	Stationery	\$ 257.40
EFT13595	07/05/2021	SOUTH REGIONAL TAFE	Training	\$ 1,906.25
EFT13596	10/05/2021	TONY DEAN	Annual allowance	\$ 10,260.00
EFT13597	10/05/2021	VICKI HANSEN	Councillor allowance	\$ 1,300.00
EFT13598	11/05/2021	BUSSELTON TOYOTA	Vehicle maintenance	\$ 356.80
EFT13599	11/05/2021	NANNUP HOT BREAD SHOP	Catering	\$ 353.97
EFT13600	11/05/2021	DANIELA TOMMASI	Photography - Project	\$ 1,260.00
EFT13601	11/05/2021	SIMPLE BEN STORIES	Travel reimbursement.	\$ 322.00
EFT13602	11/05/2021	THREE CHILLIES DESIGN PTY LTD	Construction of Tank 7 & 8 - Milestone payment	\$ 52,617.00
EFT13603	11/05/2021	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	Licence	\$ 90.00
EFT13604	12/05/2021	GCA BUILDING & GARDEN MAINTENCE	VBFB - Building maintenance	\$ 1,474.00
EFT13605	14/05/2021	JP REPAIRS	VBFB - Vehicle maintenance	\$ 1,436.00
EFT13606	14/05/2021	NANNUP SKIP BINS	Skip bin service	\$ 380.00
EFT13607	14/05/2021	BUSSELTON TOYOTA	Vehicle maintenance	\$ 356.80
EFT13608	14/05/2021	CITY & REGIONAL FUELS	Diesel fuel	\$ 11,376.07
EFT13609	14/05/2021	BROOKS HIRE	Road maintenance	\$ 2,444.20
EFT13610	14/05/2021	FPA AUSTRALIA	Training	\$ 1,400.00
EFT13611	14/05/2021	CHUBB FIRE & SECURITY	Monthly inspection	\$ 168.76
EFT13612	14/05/2021	SUSAN FITCHAT	Staff reimbursemnt	\$ 264.92
EFT13613	14/05/2021	PARKWOOD MAINTENANCE	Building maintenance	\$ 5,272.03
EFT13614	14/05/2021	NANNUP HARDWARE & AGENCIES	Consumables	\$ 762.94
EFT13615	14/05/2021	DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT	Service fee	\$ 67.50
EFT13616	14/05/2021	MOORE AUSTRALIA (WA) PTY LTD	Local Government training	\$ 4,664.00
EFT13617	14/05/2021	JASON SIGNMAKERS	Signage	\$ 505.73

EFT13618	14/05/2021	K & C HARPER	Building maintenance	\$	297.00
EFT13619	14/05/2021	SOUTHWEST TYRE SERVICE	Vehicle repairs	\$	74.80
EFT13620	19/05/2021	LITHIUM AUSTRALIA NL	Rates refund.	\$	340.52
EFT13621	19/05/2021	STANIFER PTY LTD	Rates refund.	\$	336.02
EFT13622	24/05/2021	MARKETFORCE PTY LTD	Tender advert	\$	502.99
EFT13623	24/05/2021	JP REPAIRS	Vehicle repairs	\$	1,626.00
EFT13624	24/05/2021	CIVIC LEGAL	Legal advise - Airstrip	\$	36,226.85
EFT13625	24/05/2021	ARBOR GUY	Tree removal	\$	11,088.00
EFT13626	24/05/2021	EDGE PLANNING & PROPERTY	Monthly planning service	\$	1,875.50
EFT13627	24/05/2021	CITY & REGIONAL FUELS	Diesel fule	\$	5,657.51
EFT13628	24/05/2021	SCOPE BUSINESS IMAGING	Printing cost	\$	8.62
EFT13629	24/05/2021	NANNUP DELI	Diesel	\$	271.56
EFT13630	24/05/2021	NANNUP MEN'S SHED INC.	Building maintenance	\$	1,000.00
EFT13631	24/05/2021	GEOGRAPHE UNDERGROUND SERVICES	Road maintenance	\$	1,089.00
EFT13632	24/05/2021	ONE RUSTIC BLOOM	Anzac day	\$	121.00
EFT13633	24/05/2021	NANNUP CARAVAN PARK T/AS MAY LEECE PTY LTD	Accommodation Project Manager	\$	3,720.00
EFT13634	24/05/2021	BRIDGETOWN BOARDING KENNELS & CATTERY	Kennel fee	\$	200.00
EFT13635	24/05/2021	NANNUP SIGNS	Signage	\$	286.00
EFT13636	24/05/2021	NANNUP HARDWARE & AGENCIES	Australia day expense	\$	651.95
EFT13637	24/05/2021	BIG ASS FANS AUSTRALIA PTY LTD	Building maintenance	\$	7,425.00
EFT13638	24/05/2021	AUSTRALIAN TAXATION OFFICE - BAS - ATO	BAS APRIL 2021	\$	20,730.00
EFT13639	24/05/2021	BUSSELTON PEST & WEED CONTROL	Building maintenance	\$	143.00
EFT13640	24/05/2021	NANNUP NEWSAGENCY	Postage	\$	304.73
EFT13641	24/05/2021	NANNUP EZIWAY SELF SERVICE STORE	Refreshments	\$	223.49
EFT13642	24/05/2021	NANNUP HOTEL	Catering	\$	371.00
EFT13643	24/05/2021	NANNUP COMMUNITY RESOURCE CENTRE	Advertising	\$	326.70
EFT13645	26/05/2021	OFFICEWORKS	Stationery	\$	561.55
EFT13646	26/05/2021	NICOLE BOTICA	Staff reimbursemnt	\$	209.90
EFT13647	26/05/2021	SUSAN FITCHAT	Staff reimbursemnt	\$	347.37
EFT13648	26/05/2021	CB TRAFFIC SOLUTIONS PTY LTD	Traffice control	\$	336.60
EFT13649	26/05/2021	KIM M DOLZADELLI	Staff reimbursemnt	\$	220.54
EFT13650	26/05/2021	NATURE BASED PLAY	Design for playground	\$	3,300.00
EFT13651	26/05/2021	K & C HARPER	Refund of fees.	\$	236.00
EFT13652	26/05/2021	PRESTIGE PRODUCTS	Consumables	\$	246.51
EFT13653	26/05/2021	THE PAPER COMPANY OF AUSTRALIA PTY LTD	Stationery	\$	123.75
			TOTAL EFT PAYMENTS	\$	280,063.66
20509	03/05/2021	DEPARTMENT OF TRANSPORT	Annual vehicle registrations	\$	9,316.45
20510	24/05/2021	CITY OF BUSSELTON	Project contribution	\$	565.40
20513	26/05/2021	T & G HELLER	Refund of fees	\$	147.00
20514	26/05/2021	SHIRE OF AUGUSTA MARGARET RIVER	Hire of equipment	\$	225.00
20516	28/05/2021	SHIRE OF NANNUP	Petty cash	\$	131.45
			TOTAL CHEQUE PAYMENTS	\$	10,385.30
DD11134.1	05/05/2021	AWARE SUPER	Payroll deductions	\$	6,607.17
DD11134.2	05/05/2021	HOSTPLUS SUPER	Superannuation contributions	\$	639.11
DD11134.3	05/05/2021	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	\$	1,347.37
DD11134.4	05/05/2021	JOLLEY SUPERANNUATION FUND	Superannuation contributions	\$	98.95
DD11134.5	05/05/2021	AMG SUPER	Superannuation contributions	\$	425.06
DD11134.6	05/05/2021	PRIME SUPER	Superannuation contributions	\$	207.08
DD11134.7	05/05/2021	ONEPATH MASTERFUND	Superannuation contributions	\$	158.76
DD11134.8	05/05/2021	AUSTRALIAN SUPER	Superannuation contributions	\$	425.46
DD11134.9	05/05/2021	MARITIME SUPER	Superannuation contributions	\$	43.10
DD11155.1	01/05/2021	CORPORATE CREDIT CARD - SHIRE OF NANNUP	March credit card	\$	646.07
DD11158.1	19/05/2021	AWARE SUPER	Payroll deductions	\$	6,508.61
DD11158.2	19/05/2021	SUNSUPER SUPERANNUATION	Superannuation contributions	\$	267.83
DD11158.3	19/05/2021	HOSTPLUS SUPER	Superannuation contributions	\$	1,267.08

DD11158.4	19/05/2021	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	\$	1,347.37
DD11158.5	19/05/2021	JOLLEY SUPERANNUATION FUND	Superannuation contributions	\$	98.95
DD11158.6	19/05/2021	AMG SUPER	Superannuation contributions	\$	425.06
DD11158.7	19/05/2021	AMP SUPERLEADER	Superannuation contributions	\$	84.43
DD11158.8	19/05/2021	PRIME SUPER	Superannuation contributions	\$	207.08
DD11158.9	19/05/2021	ONEPATH MASTERFUND	Superannuation contributions	\$	172.69
DD11162.1	24/05/2021	TELSTRA	VBFB - Phone	\$	55.00
DD11170.1	26/05/2021	TELSTRA	SES - SMS	\$	1.47
DD11175.1	31/05/2021	AUSSIE BROADBAND - DIRECT DEBIT	NBN WIRELESS	\$	168.00
DD11175.2	31/05/2021	GO GO MEDIA * DIRECT DEBIT*	MONTHLY ON HOLD MSG FEE	\$	75.90
DD11175.3	31/05/2021	SYNERGY	STREETLIGHTS	\$	3,180.86
DD11175.4	31/05/2021	TOLL TRANSPORT PTY LTD	FREIGHT	\$	308.28
DD11175.5	31/05/2021	TELSTRA	RECREATION CENTRE INTERNET	\$	1,668.13
DD11175.6	31/05/2021	CLEANAWAY	NANNUP TRANSFER STATION BINS	\$	10,442.52
DD11175.7	31/05/2021	CALTEX AUSTRALIA NOW AMPOL AUSTRALIA PTY LTD	MONTHLY FUEL	\$	364.21
DD11175.8	31/05/2021	WESTNET	MONTHLY WESTNET	\$	69.90
DD11175.9	31/05/2021	WATER CORPORATION	WATER - BROCKMAN ST TOILETS	\$	7,397.42
DD11134.10	05/05/2021	SUNSUPER SUPERANNUATION	Superannuation contributions	\$	267.83
DD11158.10	19/05/2021	AUSTRALIAN SUPER	Superannuation contributions	\$	425.46
DD11158.11	19/05/2021	MARITIME SUPER	Superannuation contributions	\$	80.03
DD11175.10	31/05/2021	BOC LIMITED	Monthly Gas	\$	80.01
DD11175.11	31/05/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan payments	\$	22,590.45
DD11175.12	31/05/2021	BP AUSTRALIA	Monthly fuel	\$	262.45
DD11175.13	31/05/2021	SG FLEET AUSTRALIA P/L	Vehicle lease	\$	4,316.08
DD11175.14	31/05/2021	CALL ASSOCIATES PTY LTD - INSIGHT & CONNECT	Overcalls	\$	228.80
			TOTAL DIRECT DEBITS	\$	72,960.03
TRUST ACCOUNT					
EFT13580	05/05/2021	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	BCITF Levy	\$	333.74
EFT13581	05/05/2021	DEPARTMENT OF MINES, INDUSTRY & RESOURCES -BUILDING COMMISSION (BSL)	Building Services Levy	\$	2,875.28
EFT13644	24/05/2021	DEPARTMENT OF MINES, INDUSTRY & RESOURCES -BUILDING COMMISSION (BSL)	Building Services Levy	\$	509.85
EFT13654	26/05/2021	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	BCITF Levy	\$	81.75
				\$	3,800.62

TOTAL PAYMENTS MAY 2021	
Municipal Payments	\$ 363,408.99
Trust Payments	\$ 3,800.62
	\$ 367,209.61

SHIRE OF NANNUP**CREDIT CARD PAYMENTS - MAY 2021**

CEO CREDIT CARD	Supplier	Description	Amount
31.05.21	Landgate	Fees	\$106.80
			\$106.80

SHIRE OF NANNUP
Statement of Financial Activity Month Ending
31/05/2021



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SHIRE OF NANNUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE AND TYPE
31/05/2021

	2020/21 Original Budget	2020/21 Budget Amendments	2020/21 Current Budget	2020/21 YTD Budget	2020/21 Actual
	\$			\$	\$
REVENUE					
Rates	1,774,610	330	1,774,940	1,774,940	1,771,991
Operating Grants	2,827,674	(1,443,085)	1,384,589	1,248,522	1,175,553
Subsidies and Contributions	0	0	0	0	30,037
Fees and Charges	439,733	28,838	468,571	452,878	506,716
Service Charges	0	0	0	0	0
Interest Earnings	31,044	(3,260)	27,784	24,728	33,316
Other Revenue	70,784	9,240	80,024	30,393	67,356
Revenue	5,143,845	(1,407,937)	3,735,908	3,531,461	3,584,968
EXPENSES					
Employee Costs	(2,023,759)	(5,290)	(2,029,048)	(1,859,759)	(1,662,349)
Materials and Contracts	(3,700,513)	1,487,482	(2,213,031)	(1,969,979)	(1,511,385)
Utility Charges	(105,718)	132	(105,587)	(96,723)	(90,471)
Depreciation	(1,015,968)	0	(1,015,968)	(931,205)	(1,373,118)
Interest Expenses	(11,851)	0	(11,851)	(10,857)	(10,539)
Insurance Expenses	(195,320)	(14,793)	(210,114)	(192,478)	(187,785)
Other Expenditure	(67,000)	(4,000)	(71,000)	(52,834)	(37,535)
Expense	(7,120,129)	1,463,531	(5,656,597)	(5,113,835)	(4,873,181)
NET	(1,976,284)	55,594	(1,920,689)	(1,582,374)	(1,288,213)
Non-Operating Grants	779,530	1,810,171	2,589,701	2,076,924	1,706,735
Subsidies and Contributions	0	0	0	0	0
Profit on Asset Disposals	0	64,798	64,798	43,194	57,895
Loss on Asset Disposals	(10,099)	8,588	(1,511)	(1,386)	(4,761)
NET RESULT	(1,206,853)	1,939,151	732,299	536,358	471,657
Other Comprehensive Income					
Changes on Revaluation of non-current a	0	0	0	0	0
Total Other Comprehensive Income	0	0	0	0	0
TOTAL COMPREHENSIVE INCOME	(1,206,853)	1,939,151	732,299	536,358	471,657

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF NANNUP
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
31/05/2021

	2020/21	2020/21	2020/21	2020/21	2020/21
	Original Budget	Budget Amendments	Current Budget	YTD Budget	Actual
	\$			\$	\$
REVENUE					
Governance	160	0	160	143	1,809
General Purpose Funding	2,467,961	11,042	2,479,003	2,420,321	2,476,330
Law, Order, Public Safety	616,462	87,626	704,088	476,575	400,963
Health	16,470	732	17,202	15,774	15,406
Education and Welfare	51,136	(35,863)	15,273	13,992	21,989
Housing	20,000	0	20,000	18,326	18,400
Community Amenities	368,328	9,892	378,220	370,070	389,230
Recreation and Culture	22,160	1,665,536	1,687,696	1,465,479	1,170,305
Transport	635,908	184,215	820,123	705,622	691,603
Economic Services	1,723,290	(1,467,218)	256,072	197,386	145,696
Other Property and Services	1,500	11,070	12,570	11,528	12,495
	<u>5,923,375</u>	<u>467,032</u>	<u>6,390,407</u>	<u>5,695,216</u>	<u>5,344,226</u>
EXPENSES EXCLUDING FINANCE COSTS					
Governance	(683,879)	(65,225)	(749,104)	(649,942)	(452,040)
General Purpose Funding	(166,620)	(4,000)	(170,620)	(155,123)	(143,159)
Law, Order, Public Safety	(919,938)	71,599	(848,339)	(768,736)	(559,788)
Health	(88,486)	0	(88,486)	(81,070)	(65,800)
Education and Welfare	(193,906)	14,789	(179,117)	(164,131)	(161,597)
Housing	(44,599)	15,000	(29,599)	(27,126)	(21,930)
Community Amenities	(519,793)	2,215	(517,578)	(474,375)	(468,418)
Recreation & Culture	(520,324)	(27,875)	(548,199)	(498,455)	(489,823)
Transport	(1,924,463)	(55,883)	(1,980,345)	(1,808,984)	(2,118,083)
Economic Services	(1,787,710)	1,514,500	(273,210)	(199,947)	(299,949)
Other Property and Services	(280,510)	7,000	(273,510)	(250,624)	(91,981)
	<u>(7,130,228)</u>	<u>1,472,119</u>	<u>(5,658,108)</u>	<u>(5,078,513)</u>	<u>(4,872,570)</u>
NET RESULT	<u>(1,206,853)</u>	<u>1,939,151</u>	<u>732,299</u>	<u>616,703</u>	<u>471,657</u>
Other Comprehensive Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME	<u>(1,206,853)</u>	<u>1,939,151</u>	<u>732,299</u>	<u>616,703</u>	<u>471,657</u>

SHIRE OF NANNUP
RATE SETTING STATEMENT
Statement of Financial Activity Month Ending
31/05/2021

	2020/21 Original Budget	2020/21 Budget Amendments	2020/21 Current Budget	2020/21 YTD Budget	2020/21 Actual	Material Variance
	\$	\$	\$	\$	\$	\$
REVENUES						
Governance	160	0	160	143	1,809	
General Purpose Funding	2,467,961	10,712	2,479,003	2,420,321	2,476,330	
Law, Order, Public Safety	616,462	87,626	704,088	476,575	400,963	75,612
Health	16,470	732	17,202	15,774	15,406	
Education and Welfare	51,136	(35,863)	15,273	13,992	21,989	
Housing	20,000	0	20,000	18,326	18,400	
Community Amenities	368,328	9,892	378,220	370,070	389,230	
Recreation and Culture	22,160	1,665,536	1,687,696	1,465,479	1,170,305	295,174
Transport	635,908	184,215	820,123	705,622	691,603	
Economic Services	1,723,290	(1,467,218)	256,072	197,386	145,696	51,690
Other Property and Services	1,500	11,070	12,570	11,528	12,495	
	5,923,375	466,702	6,390,407	5,695,216	5,344,226	
EXPENSES						
Governance	(683,879)	(65,225)	(170,620)	(649,942)	(452,040)	(197,902)
General Purpose Funding	(166,620)	(4,000)	(749,104)	(155,123)	(143,159)	
Law, Order, Public Safety	(919,938)	71,599	(848,339)	(768,736)	(559,788)	(208,948)
Health	(88,486)	0	(88,486)	(81,070)	(65,800)	
Education and Welfare	(193,906)	14,789	(179,117)	(164,131)	(161,597)	
Housing	(44,599)	15,000	(29,599)	(27,126)	(21,930)	
Community Amenities	(519,793)	2,215	(517,578)	(474,375)	(468,418)	
Recreation & Culture	(520,324)	(27,875)	(548,199)	(498,455)	(489,823)	
Transport	(1,924,463)	(55,883)	(1,980,345)	(1,808,984)	(2,118,083)	309,099
Economic Services	(1,787,710)	1,514,500	(273,210)	(199,947)	(299,949)	100,002
Other Property and Services	(280,510)	7,000	(273,510)	(250,624)	(91,981)	(158,643)
	(7,130,228)	1,472,119	(5,658,108)	(5,078,513)	(4,872,570)	
Adjustments for Cash Budget Requirements:						
Non-Cash Expenditure and Revenue						
(Profit)/Loss on Asset Disposals	10,099	(73,386)	(63,287)	(41,808)	(53,135)	
Depreciation on Assets	989,087	0	989,087	931,205	1,373,118	(441,913)
Capital Expenditure and Revenue						
Governance	(117,000)	(124,330)	(241,330)	(175,627)	(139,350)	
General Purpose Funding	0	0	0	0	0	
Law, Order, Public Safety	(268,680)	105,680	(163,000)	(120,748)	(5,591)	(115,157)
Health	0	0	0	0	0	
Education and Welfare	0	0	0	0	0	
Housing	0	0	0	0	0	
Community Amenities	(18,000)	0	(18,000)	(16,500)	0	
Recreation & Culture	0	(1,623,512)	(1,623,512)	(1,357,317)	(974,122)	(383,195)
Transport	(1,336,540)	(445,477)	(1,782,017)	(1,588,834)	(1,303,753)	(285,081)
Economic Services	(343,000)	272,000	(71,000)	(65,076)	(15,689)	(49,387)
Other Property and Services	0	0	0	0	0	
Proceeds from Disposal of Assets	30,000	303,636	333,636	228,209	194,545	33,664
Repayment of Debentures	(76,953)	0	(76,953)	(76,953)	(74,651)	
Proceeds from New Debentures	0	0	0	0	0	
Self Supporting Loan Advances	0	0	0	0	0	
Self-Supporting Loan Principal Income	39,399	0	39,399	39,399	39,675	
Transfers (To)/From Reserves (Restricted Assets)	(39,500)	(200,000)	(239,500)	(173,668)	3	(173,671)
Estimated Surplus/(Deficit) July 1 B/Fwd	2,337,941	(78,578)	2,259,183	2,259,183	2,259,183	
Estimated Surplus/(Deficit) June 30 C/Fwd	(0)	74,855	75,005	458,168	1,771,890	

SHIRE OF NANNUP
MATERIAL VARIANCE REPORTING
Statement of Financial Activity Month Ending
31/05/2021

Material Variance Reporting Adopted by Council 30 July 2020

"In accordance with Regulation 34(5) of the Local Government Financial Management Regulations 1996 and AASB 1031 Materiality, the level to be used in statements of financial activity in 2020-21 for reporting material variances shall be +/- 10% or \$30,000, whichever is greater."

Material Variances Operations:

Income	Variance	Comment
Law, Order, Public Safety	75,612	Fire Mitigation Grant \$88k
Recreation and Culture	295,174	Local Roads and Community Infrastructure Funding \$142k, Drought Communities Program Extension \$216k
Economic Services	51,690	SWDC RED Round 3 Grant \$75k

Expenditure

Governance	(197,902)	Timing - Strategic Planning \$79k, Councillor Allowances \$29k, Budget Contingency \$33k, Conference Expenses \$10k, Computer Expenses \$6k, Audit Fees \$12k, Training \$9k Accommodation and Travel \$8k and Non Cash Administration reallocation costs \$77k.
Law, Order, Public Safety	(208,948)	Timing - Assistance to Bush Fire Brigades \$66k, Bushfire Mitigation Works \$88k, CESO \$21k, CESO Vehicle running Expenses \$8k, Clothing and Accessories \$11k, Ranger Expenses \$8k, Adverse Event Plan \$23k, SES \$12k
Transport	309,099	Bridge MTC \$61k, Road MTC \$85, Verge MTC \$29k all under, Non Cash Depreciation \$441k over
Economic Services	100,002	COA 3966 "Trails" \$91k cost needs to be reallocated to capital.
Other Property and Services	(158,643)	Plant Operation Costs \$70k, Employee Costs \$53k, Super \$22k, and Training Costs \$28k

Material Variances Capital Expenditure and Revenue

Law, Order, Public Safety	(115,157)	SES CAPITAL UPGRADE - Fire Shed Delay.
Recreation & Culture	(383,195)	Build Mountain Bike trails Tank 7 & 8 - Stage to commencing soon
Economic Services	(49,387)	Water Standpipe \$38k
Transfers (To)/From Reserves (Restricted Ass	(173,671)	Timing issue - Transfers to Reserves to occur at Year End to manage Cash Flow.

Non Cash Items

Depreciation on Assets	(441,913)	Increase in Depreciation as Residual Values removed from Infrastructure Assets
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Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
General Purpose Funding						
Rate Revenue - Expenditure						
41	LEGAL FEES	3,000	0	3,000	2,750	376
80	RATES WRITTEN OFF	1,000	4,000	5,000	3,334	0
366	GENERAL PURPOSE INCOME- ADMIN REALLOCATION	100,506	0	100,506	92,125	102,420
Total Operating Income Rate Revenue		104,506	4,000	108,506	98,209	102,795
General Purpose Funding						
Rate Revenue - Income						
11	RATES LEVIED ALL AREAS	(1,774,610)	(330)	(1,774,940)	(1,774,940)	(1,771,991)
60	LEGAL FEES CHARGED	(3,000)	0	(3,000)	(2,750)	(335)
61	NON-PAYMENT PENALTY	(5,000)	(2,000)	(7,000)	(6,413)	(7,831)
261	INSTALMENT INTEREST	(4,000)	260	(3,740)	(3,432)	(3,740)
271	INTEREST ON DEFFERRED RATES	(100)	0	(100)	(88)	0
361	INSTALMENT ADMINISTRATION	(3,750)	1,295	(2,455)	(2,255)	(2,455)
Total Operating Income Rate Revenue		(1,790,460)	(775)	(1,791,235)	(1,789,878)	(1,786,351)
General Purpose Funding - Schedule 3						
General Purpose Grants - Expenditure						
		0	0	0	0	0
		0	0	0	0	0
Total Operating Expenditure General Purpose Grants		0	0	0	0	0
General Purpose Funding - Schedule 3						
General Purpose Grants - Income						
		0	0	0	0	0
		0	0	0	0	0
Total Operating Income General Purpose Grants		0	0	0	0	0
General Purpose Funding - Schedule 3						
Other General Purpose Funding - Expenditure						
422	RECOVERABLE EXPENSES	12,000	0	12,000	11,000	7,464
472	RATING VALUATIONS	11,267	0	11,267	10,318	9,489
4872	D.O.T. LICENSING EXPENSES	38,846	0	38,846	35,596	23,411
Total Operating Expenditure General Purpose Funding		62,113	0	62,113	56,914	40,364
General Purpose Funding - Schedule 3						
Other General Purpose Funding - Income						
91	EQUALISATION GRANT	(407,940)	(5,663)	(413,603)	(379,137)	(413,603)
291	LOCAL ROAD GRANT	(214,526)	(5,025)	(219,551)	(201,256)	(219,551)
523	DEPT OF TRAN. COMMISSION	(13,000)	0	(13,000)	(11,913)	(15,674)
533	SUNDRY INCOME	(17,535)	(4,465)	(22,000)	(20,163)	(25,462)
573	EXPENSES RECOVERED (I)	(12,000)	0	(12,000)	(11,000)	(5,132)
583	COMMISSION - B.I.C.T.F. & BSL	0	0	0	0	(614)
594	ST JOHN'S CONTRIBUTIONS	0	(114)	(114)	(110)	0
4873	INTEREST ON INVESTMENTS - GENERAL	(6,000)	3,000	(3,000)	(2,750)	(2,058)
4883	INTEREST ON INVESTMENTS - RTR	(6,000)	2,000	(4,000)	(3,663)	(3,292)
5452	ASSET MANAGEMENT RESERVE INTEREST EARNED	(500)	0	(500)	(451)	(4,594)
Total Operating Income General Purpose Funding		(677,501)	(10,267)	(687,768)	(630,443)	(689,979)
Summary of Operations - General Purpose Funding						
Rate Revenue						
Sub Total Operating Expenditure		104,506	4,000	108,506	98,209	102,795
Sub Total Operating Income		(1,790,460)	(775)	(1,791,235)	(1,789,878)	(1,786,351)

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
		(1,685,953)	3,225	(1,682,729)	(1,691,669)	(1,683,556)
	General Purpose Grants					
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
	Other General Purpose Funding					
	Sub Total Operating Expenditure	62,113	0	62,113	56,914	40,364
	Sub Total Operating Income	(677,501)	(10,267)	(687,768)	(630,443)	(689,979)
		(615,388)	(10,267)	(625,655)	(573,529)	(649,616)
	Total Operating Expenditure	166,620	4,000	170,620	155,123	143,159
	Total Operating Income	(2,467,961)	(11,042)	(2,479,003)	(2,420,321)	(2,476,330)
	Program (Surplus)/Deficit	(2,301,341)	(7,042)	(2,308,383)	(2,265,198)	(2,333,171)
Governance - Schedule 4						
Members of Council - Expenditure						
0112	ELECTION & POLL EXPENSES	2,000	0	2,000	1,826	452
0122	STRATEGIC/COMMUNITY PLANNING	230,953	(144,000)	86,953	79,706	0
0142	REFRESHMENTS & FUNCTIONS -COUNCIL	13,000	2,000	15,000	13,750	14,523
0143	BUDGET CONTINGENCY	0	50,000	50,000	33,330	0
0162	GRANTS COUNCIL	32,591	0	32,591	29,865	30,563
0172	COUNCILLOR ALLOWANCES	66,000	0	66,000	49,500	19,840
0182	SUBSCRIPTIONS	60,000	0	60,000	55,000	69,864
0192	CONFERENCE EXPENSES	10,500	0	10,500	9,625	(421)
0202	INSURANCE	6,012	2,123	8,135	7,458	8,270
0212	CEO REMUNERATION REVIEW	400	0	400	363	0
0254	FURNITURE AND EQUIPMENT	15,000	5,000	20,000	18,337	17,163
0466	GOVERNANCE - ADMIN REALLOCATION	173,780	0	173,780	159,291	177,088
0532	DONATIONS/GRANTS - COMMUNITY	4,000	0	4,000	3,663	6,705
	Total Operating Expenditure Members of Council	614,236	(84,877)	529,359	461,714	344,045
Governance - Schedule 4						
Members of Council - Income						
		0	0	0	0	0
	Total Operating Income Members of Council	0	0	0	0	0
Governance - Schedule 4						
Administration - Expenditure						
242	A/LEAVE EXP ADMIN	12,251	0	12,251	11,220	0
272	SALARIES (ADM)	386,995	0	386,995	354,728	354,144
273	ACCRUED SALARIES & WAGES	0	0	0	0	3,305
282	SUPERANNUATION	51,374	0	51,374	47,091	63,162
292	INSURANCE	5,329	12,671	18,000	16,500	17,984
312	FURN & EQUIP MINOR	6,000	4,000	10,000	9,163	7,297
362	BUILDING & GDNS OPER&MTCE	48,362	0	48,362	44,286	45,861
0364	ADMINISTRATION CENTRE FRONT COUNTER DAIP IMPROVEMENTS	0	5,000	5,000	3,334	0
372	COMPUTER MAINTENANCE	90,000	50,000	140,000	128,326	122,328
382	PRINTING & STATIONERY	28,000	0	28,000	25,663	24,027
392	TELEPHONE	13,375	0	13,375	12,254	13,137
402	EQUIPMENT REPAIR & MTCE	2,000	0	2,000	1,826	0
412	POSTAGE	6,000	0	6,000	5,500	5,101
432	ACCOMMODATION AND TRAVEL	12,000	0	12,000	11,000	3,106
433	VEHICLE EXPENSES - ADMINISTRATION	15,210	0	15,210	13,926	12,484
442	BANK CHARGES	10,000	0	10,000	9,163	8,361
452	ADVERTISING	5,250	5,750	11,000	10,087	9,223

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
462	AUDIT FEES	35,000	4,000	39,000	35,750	23,300
482	LEGAL EXPENSES	2,730	47,270	50,000	34,007	61,859
492	STAFF TRAINING EXPENSES	32,000	0	32,000	29,326	23,718
493	LOSS ON SALE OF ASSETS - ADMINISTRATION	10,099	(8,588)	1,511	1,386	0
502	CONSULTANTS	0	25,000	25,000	22,913	23,683
522	UNIFORMS-COUNCIL CONTRIB	5,000	0	5,000	4,576	42
552	FRINGE BENEFIT TAX	35,000	4,000	39,000	35,750	38,932
577	ADMIN COSTS REALLOCATED TO SERVICES	(752,294)	0	(752,294)	(689,601)	(766,614)
702	SUNDRY DEBTORS WRITE OFF	0	0	0	0	91
812	RECRUITMENT EXPENSES	1,500	0	1,500	1,375	1,084
4404	COVID 19 - CORONA	0	1,000	1,000	924	943
9052	DEPRECIATION ADMIN BUILDINGS	8,462	0	8,462	7,755	11,437
Total Operating Expenditure Administration		69,643	150,103	219,746	188,228	107,995
Governance - Schedule 4						
Administration - Income						
5362	INTEREST EARNED - LONG SERVICE LEAVE RESERVE	(100)	0	(100)	(88)	(1,102)
5422	OFFICE EQUIPMENT RESERVE INTEREST EARNED	(60)	0	(60)	(55)	(707)
Total Operating Income Administration		(160)	0	(160)	(143)	(1,809)
 Summary of Operations - Governance Program						
Members of Council						
Sub Total Operating Expenditure		614,236	(84,877)	529,359	461,714	344,045
Sub Total Operating Income		0	0	0	0	0
		614,236	(84,877)	529,359	461,714	344,045
Administration						
Sub Total Operating Expenditure		69,643	150,103	219,746	188,228	107,995
Sub Total Operating Income		(160)	0	(160)	(143)	(1,809)
		69,483	150,103	219,586	188,085	106,185
Total Operating Expenditure		683,879	65,225	749,104	649,942	452,040
Total Operating Income		(160)	0	(160)	(143)	(1,809)
Program (Surplus)/Deficit		683,719	65,225	748,944	649,799	450,231

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Law, Order & Public Safety - Schedule 5						
Fire Prevention - Expenditure						
566	LAW & ORDER- ADMIN REALLOCATION	56,949	0	56,949	52,195	58,033
602	ASSISTANCE TO BFB'S	173,617	0	173,617	159,137	93,051
632	CESO MOTOR VEHICLE RUNNING EXPENSES	24,455	0	24,455	22,407	13,847
652	MAINTENANCE OF FIRE BREAKS	36,060	(10,060)	26,000	23,815	19,260
712	MANAGEMENT SALARIES - FIRE BREAK INSPECTIONS	32,592	12,408	45,000	41,250	49,522
722	COMMUNITY EMERGENCY SERVICES OFFICER	101,077	0	101,077	92,642	71,464
734	LONG SERVICE LEAVE - CESO	2,878	0	2,878	2,629	0
762	MTCE PLANT & EQUIPMENT	0	3,000	3,000	2,750	2,076
775	RECOVERABLE EXPENSES (EXPENSE)	0	0	0	0	350
842	MTCE LAND & BUILDINGS	0	0	0	0	516
852	CLOTHING & ACCESSORIES	13,000	0	13,000	11,913	516
862	UTILITIES RATES & TAXES	600	0	600	550	0
9062	DEPRECIATION FIRE PREVENTION	75,671	0	75,671	69,355	73,258
Total Operating Expenditure Fire Prevention		582,626	5,348	587,974	538,868	426,805
Law, Order & Public Safety - Schedule 5						
Fire Prevention - Income						
653	STRATEGIC FIREBREAK - COCKATOO VALLEY (INCOME)	(1,400)	(827)	(2,227)	(2,046)	(2,182)
703	FESA LEVY BFB DFES	(144,780)	(15,220)	(160,000)	(146,663)	(132,623)
704	DFES GRANT FOR CESM	(85,000)	0	(85,000)	(77,913)	(59,576)
746	DFES CAPITAL GRANT	(262,730)	78,555	(184,175)	0	0
773	FINES	0	(400)	(400)	(363)	(500)
774	RECOVERED EXPENSES (INCOME)	0	(1,276)	(1,276)	(1,166)	(1,276)
783	FIRE BREAK MAINTENANCE INCOME	0	0	0	0	(91)
Total Operating Income Fire Prevention		(493,910)	60,832	(433,078)	(228,151)	(196,248)
Law, Order & Public Safety - Schedule 5						
Animal Control - Expenditure						
802	RANGERS EXPENSES	54,305	(9,305)	45,000	41,239	49,927
803	ANIMAL CONTROL SUPERANNUATION	805	0	805	737	0
805	ANIMAL CONTROL LSL EXPENSE	808	0	808	737	0
Total Operating Expenditure Animal Control		55,918	(9,305)	46,613	42,713	49,927
Law, Order & Public Safety - Schedule 5						
Animal Control - Income						
833	DOG REGISTRATION FEES	(3,273)	(1,927)	(5,200)	(4,763)	(5,639)
834	CAT REGISTRATION FEES	(389)	280	(109)	(99)	(109)
843	FINES AND PENALTIES	(2,500)	1,500	(1,000)	(913)	0
Total Operating Income Animal Control		(6,162)	(147)	(6,309)	(5,775)	(5,748)
Law, Order & Public Safety - Schedule 5						
Other Law, Order & Public Safety - Expenditure						
900	ASSISTANCE TO SES	31,971	0	31,971	29,293	16,814
902	EMERGENCY MANAGEMENT	0	0	0	0	572
905	SES UTILITIES RATES & TAXES	300	0	300	275	27
922	SES INSURANCE	1,691	0	1,691	1,540	1,315
925	SES MINOR PLANT & EQUIPMENT <\$5000	1,000	0	1,000	913	12,442
942	EMERGENCY RESPONSE	0	0	0	0	881
952	ADVERSE EVENT PLAN	0	35,000	35,000	23,332	0
973	BUSHFIRE MITIGATION WORKS	246,433	(102,643)	143,790	131,802	43,603
976	FIRE MITIGATION FUNDS EXPENDITURE	0	0	0	0	4,567
995	SES PLANT PURCHASES \$1200 - \$5000	0	0	0	0	2,835

Account Number	Description	2020/2021 Original Budget	Budget Amendments	2020/2021 Current Budget	2020/2021 YTD Budget	2020/2021 Actual
		\$	\$	\$	\$	\$
Total Operating Expenditure Other Law, Order & Public Safety		281,394	(67,643)	213,751	187,155	83,055
Law, Order & Public Safety - Schedule 5						
Other Law, Order & Public Safety - Income						
784	GRANT - FIRE MITIGATION ACTIVITY FUNDING	(110,750)	(143,790)	(254,540)	(233,332)	(182,645)
963	FESA LEVY SES	(5,640)	(4,521)	(10,161)	(9,317)	(16,322)
Total Operating Income Other Law, Order & Public Safety		(116,390)	(148,311)	(264,701)	(242,649)	(198,967)
Law, Order & Public Safety - Schedule 5						
Fire Prevention Brigades (ESL) - Expenditure						
		0	0	0	0	0
Total Operating Expenditure Fire Prevention Brigades (ESL)		0	0	0	0	0
Law, Order & Public Safety - Schedule 5						
Fire Prevention Brigades (ESL) - Income						
		0	0	0	0	0
Total Operating Income Fire Prevention Brigades (ESL)		0	0	0	0	0
Law, Order & Public Safety - Schedule 5						
Law & Order State Emergency Services - Expenditure						
		0	0	0	0	0
Total Operating Expenditure L & O - State Emergency Services		0	0	0	0	0
Law, Order & Public Safety - Schedule 5						
Law & Order State Emergency Services - Income						
		0	0	0	0	0
Total Operating Income L & O - State Emergency Services		0	0	0	0	0
Law, Order & Public Safety - Schedule 5						
Community Emergency Services Manager - Expenditure						
		0	0	0	0	0
Total Operating Expenditure Community Emergency Serv. Man.		0	0	0	0	0
Law, Order & Public Safety - Schedule 5						
Community Emergency Services Manager - Income						
	Reimbursement CESM from FESA	0	0	0	0	0
Total Operating Income Community Emergency Serv. Man.		0	0	0	0	0

Account Number	Description	2020/2021 Original Budget	Budget Amendments	2020/2021 Current Budget	2020/2021 YTD Budget	2020/2021 Actual
		\$	\$	\$	\$	\$
Summary of Operations - Law, Order & Public Safety Program						
Fire Prevention						
	Sub Total Operating Expenditure	582,626	5,348	587,974	538,868	426,805
	Sub Total Operating Income	(493,910)	60,832	(433,078)	(228,151)	(196,248)
		88,716	66,180	154,896	310,717	230,557
Animal Control						
	Sub Total Operating Expenditure	55,918	(9,305)	46,613	42,713	49,927
	Sub Total Operating Income	(6,162)	(147)	(6,309)	(5,775)	(5,748)
		49,756	(9,452)	40,304	36,938	44,179
Other Law, Order & Public Safety						
	Sub Total Operating Expenditure	281,394	(67,643)	213,751	187,155	83,055
	Sub Total Operating Income	(116,390)	(148,311)	(264,701)	(242,649)	(198,967)
		165,004	(215,954)	(50,950)	(55,494)	(115,912)
	Total Operating Expenditure	919,938	(71,599)	848,339	768,736	559,788
	Total Operating Income	(616,462)	(87,626)	(704,088)	(476,575)	(400,963)
	Program (Surplus)/Deficit	303,476	(159,225)	144,251	292,161	158,825
Health - Schedule 7						
Health Inspection & Administration - Expenditure						
766	HEALTH- ADMIN REALLOCATION	12,714	0	12,714	11,649	12,956
1242	INSURANCE	133	0	133	121	119
1262	HEALTH INSPECTION	71,454	0	71,454	65,483	45,803
1272	LSL EXPENSE HEALTH	419	0	419	374	0
1282	SUPERANNUATION	2,766	0	2,766	2,530	1,682
1292	OFFICE EXPENSES	0	0	0	0	405
1322	HEALTH ADMIN EXPENSES	1,000	0	1,000	913	4,836
	Total Operating Expenditure Health Inspection & Admin	88,486	0	88,486	81,070	65,800
Health - Schedule 7						
Health Inspection & Administration - Income						
1353	SEPTIC TANK APPLICATION FEE	(1,000)	(652)	(1,652)	(1,518)	(2,006)
1383	GENERAL LICENSE FEES	(15,000)	0	(15,000)	(13,750)	(12,805)
1393	WATER TESTING FEES	(470)	(80)	(550)	(506)	(595)
	Total Operating Income Health Inspection & Administration	(16,470)	(732)	(17,202)	(15,774)	(15,406)
Health - Schedule 7						
Health Other - Expenditure						
		0	0	0	0	0
	Total Operating Expenditure Health Other	0	0	0	0	0
Summary of Operations - Health Program						
Health Inspection & Administration						
	Sub Total Operating Expenditure	88,486	0	88,486	81,070	65,800
	Sub Total Operating Income	(16,470)	(732)	(17,202)	(15,774)	(15,406)
		72,016	(732)	71,284	65,296	50,394
	Total Operating Expenditure	88,486	0	88,486	81,070	65,800
	Total Operating Income	(16,470)	(732)	(17,202)	(15,774)	(15,406)
	Program (Surplus)/Deficit	72,016	(732)	71,284	65,296	50,394

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Education & Welfare Schedule 8						
Senior Citizens - Expenditure						
1612	SENIORS ACTIVITIES	5,970	0	5,970	5,467	3,500
1613	COMMUNITY BUS PROJECT	8,790	0	8,790	8,052	11,675
Total Operating Expenditure Senior Citizens		14,760	0	14,760	13,519	15,175
Education & Welfare Schedule 8						
Senior Citizens - Income						
1173	CONTRIBUTIONS - COMMUNITY BUS	(1,000)	0	(1,000)	(913)	0
1653	GRANTS - SENIORS	(4,000)	4,000	0	0	0
Total Operating Income Senior Citizens		(5,000)	4,000	(1,000)	(913)	0
Education & Welfare Schedule 8						
Pre Schools - Expenditure						
992	PRE-SCHOOLS MTCE	6,851	0	6,851	6,270	4,757
9092	DEPRECIATION EDUCATION	673	0	673	616	626
Total Operating Expenditure Pre Schools		7,523	0	7,523	6,886	5,383
Education & Welfare Schedule 8						
Pre Schools - Income						
993	RENTAL INCOME - FROGS	(3,688)	0	(3,688)	(3,377)	(6,499)
Total Operating Income Pre Schools		(3,688)	0	(3,688)	(3,377)	(6,499)
Education & Welfare Schedule 8						
Other Education - Expenditure						
866	EDUCATION & WELFARE - ADMIN REALLOCATION	23,246	0	23,246	21,307	23,688
1022	FAMILY FUN DAY EXPENSES	14,000	0	14,000	12,826	15,170
1024	COMMUNITY EVENTS SUPPORT	2,500	0	2,500	2,288	871
1122	LDAG EXPENSES	40,861	(14,789)	26,072	23,903	31,299
1132	YOUTH PROGRAMS AND PLANNING	6,000	0	6,000	5,500	6,062
1162	YOUTH ADVISORY COUNCIL EXPENDITURE	0	0	0	0	385
1616	CULTURAL PLAN	2,000	0	2,000	1,826	0
1642	COMMUNITY DEV. OFFICER	79,596	0	79,596	72,941	62,701
1645	CDO LONG SERVICE LEAVE	3,420	0	3,420	3,135	0
1647	CDO TRAINING	0	0	0	0	863
Total Operating Expenditure Other Education		171,623	(14,789)	156,834	143,726	141,039
Education & Welfare Schedule 8						
Other Education - Income						
1123	COMMUNITY DEVELOPMENT GRANTS	0	0	0	0	(1,820)
1133	LDAG INCOME	(35,448)	35,248	(200)	(187)	(85)
1153	SCHOOL HOLIDAY PROGRAMS CONTRIBUTIONS	(2,000)	(3,385)	(5,385)	(4,939)	(5,385)
1163	YOUTH GRANTS INCOME	(5,000)	0	(5,000)	(4,576)	(8,200)
Total Operating Income Other Education		(42,448)	31,863	(10,585)	(9,702)	(15,490)

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Summary of Operations - Education & Welfare Program						
Senior Citizens						
	Sub Total Operating Expenditure	14,760	0	14,760	13,519	15,175
	Sub Total Operating Income	(5,000)	4,000	(1,000)	(913)	0
		9,760	4,000	13,760	12,606	15,175
Pre Schools						
	Sub Total Operating Expenditure	7,523	0	7,523	6,886	5,383
	Sub Total Operating Income	(3,688)	0	(3,688)	(3,377)	(6,499)
		3,835	0	3,835	3,509	(1,116)
Other Education						
	Sub Total Operating Expenditure	171,623	(14,789)	156,834	143,726	141,039
	Sub Total Operating Income	(42,448)	31,863	(10,585)	(9,702)	(15,490)
		129,175	17,074	146,249	134,024	125,549
	Total Operating Expenditure	193,906	(14,789)	179,117	164,131	161,597
	Total Operating Income	(51,136)	35,863	(15,273)	(13,992)	(21,989)
	Program (Surplus)/Deficit	142,770	21,074	163,844	150,139	139,608
Housing - Schedule 9						
Housing Council Staff - Expenditure						
1712	STAFF HOUSING MAINTENANCE	41,177	(15,000)	26,177	23,991	18,587
9232	DEPRECIATION STAFF HOUSING	3,422	0	3,422	3,135	3,343
	Total Expenditure Council Staff	44,599	(15,000)	29,599	27,126	21,930
Housing - Schedule 9						
Housing Council Staff - Income						
1723	RENTAL	(20,000)	0	(20,000)	(18,326)	(18,400)
	Total Income Council Staff	(20,000)	0	(20,000)	(18,326)	(18,400)
Summary of Operations - Housing Program						
Housing Council Staff						
	Sub Total Operating Expenditure	44,599	(15,000)	29,599	27,126	21,930
	Sub Total Operating Income	(20,000)	0	(20,000)	(18,326)	(18,400)
		24,599	(15,000)	9,599	8,800	3,530
	Total Operating Expenditure	44,599	(15,000)	29,599	27,126	21,930
	Total Operating Income	(20,000)	0	(20,000)	(18,326)	(18,400)
	Program (Surplus)/Deficit	24,599	(15,000)	9,599	8,800	3,530
Community Amenities - Schedule 10						
Sanitation-Household Refuse - Expenditure						
1762	DOMESTIC COLLECTION	45,390	0	45,390	41,602	34,111
1765	RECYCLING COLLECTION	47,940	0	47,940	43,945	47,169
1774	INTEREST ON LOAN - LOAN 40	4,480	0	4,480	4,103	3,869
1824	STREET BIN PICKUPS	5,464	1,536	7,000	6,424	6,995
9262	DEPRECIATION EXPENSE REFUSE	10	0	10	0	9
	Total Expenditure Sanitation Other	265,927	1,536	267,463	245,146	243,978

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Community Amenities - Schedule 10						
Sanitation-Household Refuse - Income						
1803	MOBILE BIN CHARGES	(109,800)	0	(109,800)	(109,800)	(109,673)
1805	RECYCLING CHARGES	(58,500)	0	(58,500)	(58,500)	(58,604)
1813	TIP FEES	(22,323)	(3,177)	(25,500)	(23,375)	(31,145)
1816	TIP PASS INCOME	(2,539)	2,039	(500)	(462)	(191)
1817	WARR INCOME	(112,406)	0	(112,406)	(112,406)	(112,340)
Total Income Sanitation Other		(305,568)	(1,138)	(306,706)	(304,543)	(311,954)
Community Amenities - Schedule 10						
Sewerage - Income						
		0	0	0	0	0
Total Income Sewerage		0	0	0	0	0
Community Amenities - Schedule 10						
Town Planning & Regional Development - Expenditure						
2132	TOWN PLANNING SERVICES	98,523	(4,523)	94,000	86,163	63,459
2142	PLANNING ADMIN EXPENSES	8,126	(4,126)	4,000	3,652	567
2152	LSL EXPENSE	838	0	838	759	0
2162	SUPERANNUATION	0	5,595	5,595	5,126	5,045
2172	TOWN PLANNING SCHEME	4,500	0	4,500	4,125	0
Total Expenditure Town Planning & Regional Development		111,988	(3,054)	108,933	99,825	69,070
Community Amenities - Schedule 10						
Town Planning & Regional Development - Income						
2253	PLANNING FEES	(2,703)	(3,797)	(6,500)	(5,962)	(21,979)
Total Income Town Planning & Regional Development		(2,703)	(3,797)	(6,500)	(5,962)	(21,979)
Community Amenities - Schedule 10						
Other Community Amenities - Expenditure						
1066	COMMUNITY AMENITIES - ADMIN REALLOCATION	55,444	0	55,444	50,820	56,499
2302	CEMETERY OPER & MTCE-NP	30,858	(14,858)	16,000	14,663	15,327
2322	PUBLIC CONVENIENCES	45,839	14,161	60,000	55,000	73,944
2352	NEW SIGNAGE POLICY	0	0	0	0	587
2362	INTEREST REPAYMENTS - LOAN 37	369	0	369	330	313
2562	INTEREST REPAYMENTS - SSL 39 MUN	7,002	0	7,002	6,424	6,357
9312	DEPRECIATION PUBLIC TOILETS	2,367	0	2,367	2,167	2,343
Total Expenditure Other Community Amenities		141,878	(697)	141,182	129,404	155,369
Community Amenities - Schedule 10						
Other Community Amenities - Income						
1033	SELF SUPPORTING LOAN PRINCIPAL INCOME	(14,626)	0	(14,626)	(13,398)	(14,626)
1034	SELF SUPPORTING LOAN 37 INCOME INTEREST	(369)	0	(369)	(330)	(424)
1044	SSL 39 PRINCIPAL INCOME MUN	(32,230)	0	(32,230)	(29,535)	(25,049)
1045	SSL 39 INCOME INTEREST MUN	(8,789)	0	(8,789)	(8,052)	(6,439)
2373	CEMETERY FEES	(4,044)	(4,956)	(9,000)	(8,250)	(8,758)
Total Income Other Community Amenities		(60,058)	(4,956)	(65,014)	(59,565)	(55,297)
Community Amenities - Schedule 10						
Protection of Environment - Expenditure						
		0	0	0	0	0
Total Expenditure Protection of Environment		0	0	0	0	0
Community Amenities - Schedule 10						
Protection of Environment - Income						
		0	0	0	0	0

State of New York 2020/2021 Statement of Financial Activity - Detailed Statement of Comprehensive Income

Account Number	Description	2020/2021 Original Budget	Budget Amendments	2020/2021 Current Budget	2020/2021 YTD Budget	2020/2021 Actual
		\$	\$	\$	\$	\$
	Total Income Protection of Environment	0	0	0	0	0

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Summary of Operations - Community Amenities Program						
Sanitation-Household Refuse						
	Sub Total Operating Expenditure	265,927	1,536	267,463	245,146	243,978
	Sub Total Operating Income	(305,568)	(1,138)	(306,706)	(304,543)	(311,954)
		(39,640)	397	(39,243)	(59,397)	(67,976)
Sewerage						
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
Town Planning & Regional Development						
	Sub Total Operating Expenditure	111,988	(3,054)	108,933	99,825	69,070
	Sub Total Operating Income	(2,703)	(3,797)	(6,500)	(5,962)	(21,979)
		109,285	(6,851)	102,433	93,863	47,091
Other Community Amenities						
	Sub Total Operating Expenditure	141,878	(697)	141,182	129,404	155,369
	Sub Total Operating Income	(60,058)	(4,956)	(65,014)	(59,565)	(55,297)
		81,821	(5,653)	76,168	69,839	100,073
Protection of Environment						
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
	Total Operating Expenditure	519,793	(2,215)	517,578	474,375	468,418
	Total Operating Income	(368,328)	(9,892)	(378,220)	(370,070)	(389,230)
	Program (Surplus)/Deficit	151,465	(12,107)	139,358	104,305	79,188
Recreation & Culture - Schedule 11						
Public Halls & Civic Centres - Expenditure						
1732	COMMUNITY HOUSE	947	0	947	858	3,151
2422	TOWN HALL	25,978	0	25,978	23,782	20,030
2432	RECREATION CENTRE	54,125	12,875	67,000	61,380	56,854
2442	COMMUNITY MEETING ROOM	4,563	0	4,563	4,180	2,281
2462	LESSER HALL (SUPPER ROOM)	1,568	0	1,568	1,430	1,432
2472	OLD ROADS BOARD BUILDING	15,487	0	15,487	14,168	2,771
2482	BOWLING CLUB	11,330	0	11,330	10,373	3,940
2492	CUNDINUP HALL	1,183	0	1,183	1,078	833
2502	CARLOTTA HALL	1,166	0	1,166	1,056	666
2503	COMMUNITY STORAGE SHEDS	350	0	350	319	0
9292	DEPRECIATION COMMUNITY SHEDS	878	0	878	803	817
9302	DEPRECIATION CARLOTTA HALL	89	0	89	77	83
9322	DEPRECIATION REC CENTRE	5,446	0	5,446	4,983	5,165
9332	DEPRECIATION TOWN HALL	592	0	592	539	551
9333	LESSER HALL DEPRECIATION	984	0	984	902	9
9334	BOWLING CLUB DEPRECIATION	1,331	0	1,331	1,210	1,239
9362	DEPRECIATION OLD ROADS BOARD	335	0	335	297	312
9392	DEPRECIATION CUNDINUP HALL	20	0	20	11	18
	Total Expenditure Public Halls & Civic Centres	126,371	12,875	139,246	127,446	100,150
Recreation & Culture - Schedule 11						
Public Halls & Civic Centres - Income						
2577	LEASE INCOME SUPPER ROOM	(2,564)	0	(2,564)	(2,343)	(2,400)
2578	COMMUNITY MEETING ROOM INCOME	(51)	0	(51)	(44)	(127)
2833	RENTAL COMMUNITY STORAGE SHEDS	(818)	0	(818)	(748)	0
7043	REC CENTRE HIRE FEES	(7,372)	1,372	(6,000)	(5,500)	(7,872)
7053	TOWN HALL HIRE	(6,104)	2,104	(4,000)	(3,663)	(11,506)
	Total Income Public Halls & Civic Centres	(16,909)	3,476	(13,433)	(12,298)	(21,905)

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Recreation & Culture - Schedule 11						
Swimming Areas & Beaches - Expenditure						
		0	0	0	0	0
Total Expenditure Swimming Areas & Beaches		0	0	0	0	0
Recreation & Culture - Schedule 11						
Swimming Areas & Beaches - Income						
		0	0	0	0	0
Total Income Swimming Areas & Beaches		0	0	0	0	0
Recreation & Culture - Schedule 11						
Other Recreation & Sport - Expenditure						
1166	RECREATION & CULTURE - ADMIN REALLOCATION	91,629	0	91,629	83,985	93,374
2642	PUBLIC PARKS GDNS & RESER	250,421	0	250,421	229,515	251,151
2842	PUBLIC ART MAINTENANCE	500	0	500	451	1,033
7432	FORESHORE PARK	9,319	0	9,319	8,503	2,749
2722	Friends of Community House	0	5,000	5,000	3,334	0
2732	Drought Funding Audit Costs	0	10,000	10,000	6,666	0
9242	DEPRECIATION COMMUNITY HOUSE	2	0	2	0	75
9342	DEPRECIATION PARKS & GARDENS	1,965	0	1,965	1,793	1,879
9345	FORESHORE PARK DEPRECIATION	986	0	986	902	918
Total Expenditure Other Recreation & Sport		354,824	15,000	369,824	335,149	351,178
Recreation & Culture - Schedule 11						
Other Recreation & Sport - Income						
2863	Local Roads and Community Infrastructure Funding - Extension Program	0	(265,512)	(265,512)	(176,990)	(185,859)
2873	Local Roads and Community Infrastructure Funding - Federal	0	(343,000)	(343,000)	(314,413)	(171,809)
2883	Drought Communities Program Extension	0	(1,000,000)	(1,000,000)	(916,663)	(700,000)
3003	LOTTERYWEST GRANTS	0	(60,500)	(60,500)	(40,330)	(60,500)
3013	CONTRIBUTION POS WAPC133232	0	0	0	0	(30,030)
3033	USER CHARGES	0	0	0	0	(127)
2733	LOCAL ACTIVITY GRANT INC.	0	0	0	0	0
Total Income Other Recreation & Sport		0	(1,669,012)	(1,669,012)	(1,448,396)	(1,148,325)
Recreation & Culture - Schedule 11						
Libraries - Expenditure						
2902	SALARIES (LIB)	34,129	0	34,129	31,284	34,091
2922	LIBRARY OFFICE EXPENSES	5,000	0	5,000	4,576	4,405
Total Expenditure Libraries		39,129	0	39,129	35,860	38,496
Recreation & Culture - Schedule 11						
Libraries - Income						
2992	LIBRARY GRANTS	(5,073)	0	(5,073)	(4,642)	0
2993	LOST BOOK CHARGE	(14)	0	(14)	(11)	(45)
Total Income Libraries		(5,087)	0	(5,087)	(4,653)	(45)
Recreation & Culture - Schedule 11						
Other Culture - Expenditure						
		0	0	0	0	0
Total Other Culture Expenditure		0	0	0	0	0
Recreation & Culture - Schedule 11						
Other Culture - Income						
3123	HISTORY OF NANNUP INCOME	(38)	0	(38)	(33)	17

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
7574	SALE OF HERITAGE TRAIL BOOKS-RECOVERABLE	(11)	0	(11)	0	(22)
	Total Other Culture Income	(49)	0	(49)	(33)	(5)
Recreation & Culture - Schedule 11						
Recreation & Culture - Expenditure						
		0	0	0	0	0
	Total Recreation - Recreation & Culture - Expenditure	0	0	0	0	0
Recreation & Culture - Schedule 11						
Recreation & Culture - Income						
7575	SALE OF LIBRARY BOOKS	(115)	0	(115)	(99)	(25)
	Total Recreation - Rec Centre - Income	(115)	0	(115)	(99)	(25)
Recreation & Culture - Schedule 11						
Recreation Centre Kiosk - Expenditure						
		0	0	0	0	0
	Total Recreation Centre Kiosk - Expenditure	0	0	0	0	0
Recreation & Culture - Schedule 11						
Recreation Centre Kiosk - Income						
		0	0	0	0	0
	Total Recreation Centre Kiosk - Income	0	0	0	0	0
Recreation & Culture - Schedule 11						
TV & Radio Re Broadcasting - Expenditure						
		0	0	0	0	0
	Total TV Re Broadcasting - Expenditure	0	0	0	0	0
Recreation & Culture - Schedule 11						
TV & Radio Re Broadcasting - Income						
		0	0	0	0	0
	Total TV Re Broadcasting - Income	0	0	0	0	0
Summary of Operations - Recreation & Culture Program						
Public Halls & Civic Centres						
	Sub Total Operating Expenditure	126,371	12,875	139,246	127,446	100,150
	Sub Total Operating Income	(16,909)	3,476	(13,433)	(12,298)	(21,905)
		109,462	16,351	125,813	115,148	78,245
Swiiming Areas & Beaches						
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
Other Recreation & Sport						
	Sub Total Operating Expenditure	354,824	15,000	369,824	335,149	351,178
	Sub Total Operating Income	0	(1,669,012)	(1,669,012)	(1,448,396)	(1,148,325)
		354,824	(1,654,012)	(1,299,188)	(1,113,247)	(797,147)
Libraries						
	Sub Total Operating Expenditure	39,129	0	39,129	35,860	38,496
	Sub Total Operating Income	(5,087)	0	(5,087)	(4,653)	(45)
		34,042	0	34,042	31,207	38,451
Other Culture						
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	(49)	0	(49)	(33)	(5)
		(49)	0	(49)	(33)	(5)
Recreation & Culture						
	Sub Total Operating Expenditure	0.00	0.00	0.00	0	0
	Sub Total Operating Income	(115)	0	(115)	(99)	(25)
		(115)	0	(115)	(99)	(25)
Recreation Centre - Kiosk						
	Sub Total Operating Expenditure	0	0	0	0	0

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
	TV & Radio Rebroadcasting					
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
	Total Operating Expenditure	520,324	27,875	548,199	498,455	489,823
	Total Operating Income	(22,160)	(1,665,536)	(1,687,696)	(1,465,479)	(1,170,305)
	Program (Surplus)/Deficit	498,164	(1,637,661)	(1,139,497)	(967,024)	(680,481)
Transport - Schedule 12						
Streets, Roads, Bridges & Depot Maintenance - Expenditure						
3160	BRIDGE MAINTENANCE	116,989	23,883	140,872	129,129	67,953
3212	DEPOT OFFICE MTCE	38,176	27,824	66,000	60,500	57,871
3240	TRAFFIC SIGNS & CONTROL	5,968	0	5,968	5,467	557
7120	ROMANS ROAD INV. SYSTEM	6,000	0	6,000	5,500	6,372
3232	Revaluation of Infrastructure Road Assets	0	25,000	25,000	16,666	0
1266	TRANSPORT - ADMIN REALLOCATION	213,050	0	213,050	195,294	217,105
3230	CROSSOVERS	0	0	0	0	2,400
3380	LOCAL ROAD MAINTENANCE	773,801	(20,824)	752,977	690,217	604,580
3410	ROADVERGE MAINTENANCE	78,036	0	78,036	71,500	42,746
3420	LIGHTING OF STREETS	24,540	0	24,540	22,495	21,275
3440	CONTRACT STREET SWEEPING	8,600	0	8,600	7,876	1,560
3450	TRAFFIC COUNTER PLACEMENT	16,941	0	16,941	15,510	11,455
9372	DEPRECIATION ROADS & FOOTPATHS	480,601	0	480,601	440,550	939,082
9374	DEPRECIATION - BRIDGES	155,760	0	155,760	142,780	144,947
	Total Streets, Roads, Bridges & Depot Mtc. - Expenditure	1,918,463	55,883	1,974,345	1,803,484	2,117,903
Transport - Schedule 12						
Streets, Roads, Bridges & Depot Maintenance - Income						
3221	MRD DIRECT GRANTS	(118,877)	297	(118,580)	(108,702)	(118,580)
3231	REGIONAL ROAD GROUP GRANTS	(210,000)	0	(210,000)	(192,500)	(209,886)
3261	ROADS TO RECOVERY GRANT	(306,800)	0	(306,800)	(281,226)	(306,800)
3322	BLACKSPOT FUNDING	0	(119,714)	(119,714)	(79,802)	0
4263	SALE OF MATERIAL	(105)	0	(105)	(88)	(74)
	Total Streets, Roads, Bridges & Depot Mtc. - Income	(635,782)	(119,417)	(755,199)	(662,318)	(635,340)
Transport - Schedule 12						
Road Plant Purchases - Expenditure						
3470	SAFETY MEASURES WORKS	0	0	0	0	0
3572	PURCHASE OF MINOR EQUIP.	6,000	0	6,000	5,500	180
	Total Road Plant Purchases - Expenditure	6,000	0	6,000	5,500	180
Transport - Schedule 12						
Road Plant Purchases - Income						
8392	PROF/LOSS ON SALE ASSETS	0	(64,798)	(64,798)	(43,194)	(53,135)
	Total Road Plant Purchases - Income	0	(64,798)	(64,798)	(43,194)	(53,135)
Transport - Schedule 12						
Transport - Income						
5342	PLANT RESERVE - INTEREST EARNED	(126)	0	(126)	(110)	(3,129)
	Total Traffic Control - Income	(126)	0	(126)	(110)	(3,129)
Summary of Operations - Transport Program						

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Streets, Roads, Bridges & Depot Maintenance						
	Sub Total Operating Expenditure	1,918,463	55,883	1,974,345	1,803,484	2,117,903
	Sub Total Operating Income	(635,782)	(119,417)	(755,199)	(662,318)	(635,340)
		1,282,681	(63,534)	1,219,147	1,141,166	1,482,563
Road Plant Purchases						
	Sub Total Operating Expenditure	6,000	0	6,000	5,500	180
	Sub Total Operating Income	0	(64,798)	(64,798)	(43,194)	(53,135)
		6,000	(64,798)	(58,798)	(37,694)	(52,955)
Transport						
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	(126)	0	(126)	(110)	(3,129)
		(126)	0	(126)	(110)	(3,129)
Airports						
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
	Total Operating Expenditure	1,924,463	55,883	1,980,345	1,808,984	2,118,083
	Total Operating Income	(635,908)	(184,215)	(820,123)	(705,622)	(691,603)
	Program (Surplus)/Deficit	1,288,555	(128,332)	1,160,223	1,103,362	1,426,480

Economic Services - Schedule 13

Tourism & Area Promotion - Expenditure

3824	ELECTRIC CAR RECHARGE	281	0	281	253	27
3862	FUNCTIONS/EVENTS SUPPORT	6,861	0	6,861	6,270	2,279
3912	CARAVAN PARKS SALARIES	0	0	0	0	90
3932	CARAVAN PARKS MAINTENANCE	19,468	0	19,468	17,831	5,322
3952	VISITOR CENTRE SUPPORT	15,500	0	15,500	14,201	13,500
3962	REGIONAL PROMOTION	61,936	0	61,936	56,771	55,369
3964	TOURISM PROMOTION	1,001,000	(1,001,000)	0	0	12,961
3965	QUANNUP EXPENSES	0	0	0	0	15,658
3982	Experience Nannup APP		25,000	25,000		
3992	Nannup Trail Town Business Case		30,000	30,000		
3966	TRAILS	590,000	(590,000)	0	0	90,777
9452	DEPRECIATION CARAVAN PARK	4,517	0	4,517	4,136	4,203
Total Tourism & Area Promotion - Expenditure		1,699,563	(1,536,000)	163,563	99,462	200,186

Economic Services - Schedule 13

Tourism & Area Promotion - Income

3834	ECONOMIC DEVELOPMENT GRANTS AND CONTRIBUTIONS	(1,643,759)	1,643,759	0	0	(868)
3843	SWDC Business Case Grant	0	(20,000)	(20,000)	0	0
3853	SWDC RED Round 3 Grant	0	(100,000)	(100,000)	(75,000)	0
3813	Road Safety Commission	0	(25,000)	(25,000)	(16,666)	(25,000)
3835	ECONOMIC DEVELOPMENT GRANTS AND CONTRIBUTIONS - CARRYOVER (2019-2020)	(46,881)	0	(46,881)	(46,881)	(46,881)
3933	CARAVAN PARKS INCOME	(21,150)	0	(21,150)	(19,382)	(29,830)
Total Tourism & Area Promotion - Income		(1,711,790)	1,498,759	(213,031)	(157,929)	(102,579)

Economic Services - Schedule 13

Building Control - Expenditure

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
4052	LSL EXPENSE BUILDING	1,252	0	1,252	1,144	0
4062	BUILDING CONTROL SALARY	41,462	0	41,462	38,005	37,410
4072	BUILDING CONTROL SUPERANNUATION	5,346	0	5,346	4,895	3,321
4092	BUILDING CONTROL EXPENSES	601	0	601	550	1,810
4132	SUNDRY OTHER EXPENSES	0	2,500	2,500	2,288	2,177
Total Building Expenditure		48,661	2,500	51,161	46,882	44,718
Economic Services - Schedule 13						
Building Control - Income						
1373	SEPTIC TANK INSPECTION FEE	(1,500)	0	(1,500)	(1,375)	(1,534)
4153	CHGES & FEES BUILD PERMIT	(10,000)	(10,000)	(20,000)	(18,337)	(19,633)
4164	RURAL NUMBER PURCHASE	0	(541)	(541)	(495)	(950)
Total Building Income		(11,500)	(10,541)	(22,041)	(20,207)	(22,117)
Economic Services - Schedule 13						
Other Economic Services - Expenditure						
102	AUSTRALIA DAY CELEBRATION	2,000	19,000	21,000	19,250	16,891
1366	ECONOMIC SERVICES- ADMIN REALLOCATION	24,976	0	24,976	22,891	25,451
3920	SCOTT RIVER FEASIBILITY STUDY - EXPENSE	12,510	0	12,510	11,462	12,510
9492	DEPRECIATION EXPENSE OES	0	0	0	0	192
Total Other Economic Services -Expenditure		39,486	19,000	58,486	53,603	55,045
Economic Services - Schedule 13						
Other Economic Services - Income						
4274	AUSTRALIA DAY INCOME	0	(21,000)	(21,000)	(19,250)	(21,000)
Total Other Economic Services - Income		0	(21,000)	(21,000)	(19,250)	(21,000)
Summary of Operations - Economic Services Program						
Tourism & Area Promotion						
Sub Total Operating Expenditure		1,699,563	(1,536,000)	163,563	99,462	200,186
Sub Total Operating Income		(1,711,790)	1,498,759	(213,031)	(157,929)	(102,579)
		(12,228)	(37,241)	(49,469)	(58,467)	97,607
Building Control						
Sub Total Operating Expenditure		48,661	2,500	51,161	46,882	44,718
Sub Total Operating Income		(11,500)	(10,541)	(22,041)	(20,207)	(22,117)
		37,161	(8,041)	29,120	26,675	22,601
Other Economic Services						
Sub Total Operating Expenditure		39,486	19,000	58,486	53,603	55,045
Sub Total Operating Income		0	(21,000)	(21,000)	(19,250)	(21,000)
		39,486	(2,000)	37,486	34,353	34,045
Total Operating Expenditure		1,787,710	(1,514,500)	273,210	199,947	299,949
Total Operating Income		(1,723,290)	1,467,218	(256,072)	(197,386)	(145,696)
Program (Surplus)/Deficit		64,420	(47,282)	17,138	2,561	154,253
Other Property & Services - Schedule 14						
Private Works Expenditure						
4292	PRIVATE WORKS - EXPENDITURE	11,427	0	11,427	10,461	6,562
Total Private Works - Expenditure		11,427	0	11,427	10,461	6,562
Other Property & Services - Schedule 14						
Private Works Income						
4323	PRIVATE WORKS -INCOME	(1,500)	(11,070)	(12,570)	(11,528)	(8,371)
Total Private Works - Income		(1,500)	(11,070)	(12,570)	(11,528)	(8,371)
Other Property & Services - Schedule 14						
Public Works Overheads - Expenditure						

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
4312	TRAINING	46,352	0	46,352	42,471	13,903
4321	ACCRUED SALARIES & WAGES - WORKS	0	0	0	0	3,228
4322	LSL EXPENSE WORKS	10,694	0	10,694	9,801	5,755
4332	SALARIES (PWO)	153,616	0	153,616	140,811	87,229
4352	A/LEAVE EXP WORKS	83,469	0	83,469	76,505	64,573
4362	OCCUPATIONAL SUPER	111,334	0	111,334	102,047	79,538
4402	SICK LEAVE	35,512	0	35,512	32,549	24,990
4432	INSURANCE ON WORKS	53,079	0	53,079	48,653	50,745
4444	TRAINEESHIP (E)	0	0	0	0	20,548
4452	PROTECTIVE CLOTHING	8,000	0	8,000	7,326	7,805
4462	OCCUP. HLTH. SAFETY EXPEN	13,864	(7,000)	6,864	6,303	1,461
4562	RDO ACCRUAL	0	0	0	0	2,658
4612	WORKERS COMP. PAID	0	0	0	0	1,092
6792	PUBLIC HOLIDAY PAY	47,656	0	47,656	43,681	33,067
7422	LESS PWO ALLOCATED TO W&S	(566,351)	0	(566,351)	(519,145)	(423,827)
7672	RECRUITMENT EXPENSES	0	0	0	0	280
9562	DEPRECIATION WORKS	2,773	0	2,773	2,541	2,580
Total Public Works Overheads - Expenditure		(1)	(7,000)	(7,000)	(6,457)	(24,374)
Other Property & Services - Schedule 14						
Public Works Overheads - Income						
4423	INSURANCE REIMBURSEMENT	0	0	0	0	(3,061)
4443	TRAINEESHIP (I)	0	0	0	0	(1,063)
Total Public Works Overheads - Income		0	0	0	0	(4,124)
Other Property & Services - Schedule 14						
Plant Operation Costs - Expenditure						
4472	PLANT OVERHEADS WAGES	55,089	0	55,089	50,490	23,170
4482	TYRES & BATTERIES	56,011	0	56,011	51,337	0
4492	LICENSES	52,263	0	52,263	47,894	39,450
4512	LESS POC ALLOCATED TO W&S	(348,474)	0	(348,474)	(319,429)	(288,247)
4982	FUEL & OIL	125,111	0	125,111	114,675	89,334
4992	SUNDRY TOOLS & STORES	0	0	0	0	16
6802	PARTS AND EXTERNAL WORK	60,000	0	60,000	55,000	66,037
9382	DEPRECIATION WORKS PLANT	269,084	0	269,084	246,653	180,033
Total Expenditure Plant Operation Costs		269,083	0	269,083	246,620	109,793
Other Property & Services - Schedule 14						
Plant Operation Costs - Income						
		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
Total Expenditure Plant Operation Costs		0	0	0	0	0
Other Property & Services - Schedule 14						
Stock Fuels & Oils - Expenditure						
		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
Total Expenditure Stock Fuels & Oils		0	0	0	0	0
Other Property & Services - Schedule 14						
Stock Materials - Expenditure						
		0	0	0	0	0
		0	0	0	0	0
Total Expenditure Stock Materials		0	0	0	0	0
Other Property & Services - Schedule 14						
Salaries & Wages - Expenditure						
		0	0	0	0	0

Account Number	Description	2020/2021 Original Budget \$	Budget Amendments \$	2020/2021 Current Budget \$	2020/2021 YTD Budget \$	2020/2021 Actual \$
Total Expenditure Salaries & Wages		0	0	0	0	0
Other Property & Services - Schedule 14						
Salaries & Wages - Income						
		0	0	0	0	0
Other Property & Services - Schedule 14						
Unclassified - Expenditure						
		0	0	0	0	0
Total Expenditure Unclassified		0	0	0	0	0
Other Property & Services - Schedule 14						
Unclassified - Income						
		0	0	0	0	0
Total Income Unclassified		0	0	0	0	0
Summary of Operations - Other Property & Services Program						
Private Works						
	Sub Total Operating Expenditure	11,427	0	11,427	10,461	6,562
	Sub Total Operating Income	(1,500)	(11,070)	(12,570)	(11,528)	(8,371)
		9,927	(11,070)	(1,143)	(1,067)	(1,809)
Public Works Overheads						
	Sub Total Operating Expenditure	(1)	(7,000)	(7,000)	(6,457)	(24,374)
	Sub Total Operating Income	0	0	0	0	(4,124)
		(1)	(7,000)	(7,000)	(6,457)	(28,498)
Plant Operation Costs						
	Sub Total Operating Expenditure	269,083	0	269,083	246,620	109,793
	Sub Total Operating Income	0	0	0	0	0
		269,083	0	269,083	246,620	109,793
Unclassified						
	Sub Total Operating Expenditure	0	0	0	0	0
	Sub Total Operating Income	0	0	0	0	0
		0	0	0	0	0
	Total Operating Expenditure	280,510	(7,000)	273,510	250,624	91,981
	Total Operating Income	(1,500)	(11,070)	(12,570)	(11,528)	(12,495)
	Program (Surplus)/Deficit	279,010	(18,070)	260,940	239,096	79,486
	Grand Total All Programs (Surplus)/Deficit	1,206,853	(1,939,151)	(732,299)	(616,703)	(471,657)

Capital Expenditure by Program							SOURCE OF FUNDS 2020/2021														
COA	Description	2020/2021 Original Budget	Budget Amendments	2020/2021 Current Budget	2020/2021 YTD Budget	2020/2021 YTD Actual	RRG \$	R2R \$	Blackspot \$	DFES \$	Local Roads and Community Infrastructure Funding - Federal \$	Local Road and Infrastructure Funding - Extension Program \$	Drought Communities Program Extension \$	SWDC Business Case Grant \$	SWDC RED Round 3 Grant \$	Road Safety Commission \$	Cash in Lieu (WAPC Approved) \$	Sale Proceeds \$	Council \$	Total Funding \$	
0544	VEHICLES & PLANT GENERAL ADMIN	58,000	76,330	134,330	89,544	65,330												103,636	30,694	134,330	
0524	Staff Housing Capital Renewal	0	48,000	48,000	31,996	47,114													48,000	48,000	
0584	FURNITURE AND EQUIPMENT	59,000	0	59,000	54,087	26,907													59,000	59,000	
		117,000	124,330	241,330	175,627	139,350	0	0	0	0	0	0	0	0	0	0	0	0	103,636	137,694	241,330
Law, Order & Public Safety																					
0744	PLANT & EQUIPMENT OVER \$5000 CAPITAL	5,950	(5,950)	0	0	5,591														0	
0768	FAST FILL TRAILER	0	8,000	8,000	5,332	0				8,000										8,000	
0954	DFES CAPITAL UPGRADE - CUNDINUP BFB	262,730	(117,730)	145,000	108,750	0				145,000										145,000	
0984	Scott River Fire Shed - Blinds	0	10,000	10,000	6,666	0					10,000									10,000	
		268,680	-105,680	163,000	120,748	5,591	0	0	0	153,000	10,000	0	0	0	0	0	0	0	0	163,000	
Health and Preventative Services																					
		0	0	0	0	0														0	
Education & Welfare																					
		0	0	0	0	0														0	
		0	0	0	0	0														0	
Housing																					
			0	0	0	0														0	
Community Amenities																					
2405	NICHE WALL	18,000	0	18,000	16,500	0													18,000	18,000	
		18,000	0	18,000	16,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18,000	18,000
Recreation & Culture																					
2836	Skate Park Tree Shade Option	0	5,000	5,000	3,334	0					5,000									5,000	
2597	TOWN HALL TOILETS	0	15,000	15,000	10,000	11,286					15,000									15,000	
7814	FORESHORE PARK ABLUTION BLOCK	0	15,000	15,000	10,000	10,019					15,000									15,000	
2815	MARINKO TOMAS TOILETS	0	15,000	15,000	10,000	13,074					15,000									15,000	
2837	Marinko Tomas Park	0	155,512	155,512	103,664	21,000						65,512	60,000				30,000			155,512	
2814	RECREATION CENTRE DISABLED TOILET	0	26,000	26,000	17,332	29,082					26,000									26,000	
2838	Skate Park Lighting	0	60,000	60,000	39,996	14,179					60,000									60,000	
2839	Recreation Centre Upgrade	0	182,000	182,000	121,322	2,950					62,000		120,000							182,000	
2840	Build Mountain Bike trails Tank 7 & 8	0	1,100,000	1,100,000	1,008,337	867,978					125,000	200,000	675,000		100,000					1,100,000	
2835	Living with Emus Art Sculpture Project	0	25,000	25,000	16,666	3,293											25,000			25,000	
2841	Mundabidi Halfway Town Project	0	25,000	25,000	16,666	1,260							25,000							25,000	
		0	1,623,512	1,623,512	1,357,317	974,122	0	0	0	0	323,000	265,512	880,000	0	100,000	25,000	30,000	0	0	1,623,512	
Transport																					
3171	Balingup Road Clear Zone Improvements	0	178,571	178,571	119,036	0													58,857	178,571	
3172	East Nannup Road - Replace Culvert	0	61,500	61,500	56,375	0													61,500	61,500	
3170	LOCAL ROAD CONSTRUCTION	622,840	(622,840)	0	0	484,122														0	
3173	Bridgetown Nannup Road - Reseal RRG	0	90,000	90,000	82,500	0	60,000												30,000	90,000	
3174	Cudiniup South Road - Reseal RRG	0	105,000	105,000	96,250	0	70,000												35,000	105,000	
3175	Fouracres Road - Reform and Resheet RRG	0	120,000	120,000	110,000	0	80,000												40,000	120,000	
3176	GOVERNOR BROOME ROAD - Reform and Gravel Resheet R2R	0	195,578	195,578	179,278	0		195,578												195,578	
3177	JONSTON ROAD - Widen, Formation and Seal R2R	0	111,222	111,222	101,959	0		111,222												111,222	
3180	MRD SPECIAL BRIDGEWORKS (to be reallocated to Bridge Mtc)	0	0	0	0	10,470														0	
3210	FOOTPATH PROGRAM	49,853	0	49,853	45,672	6,575													49,853	49,853	
6880	DEPOT CONSTRUCTION	13,707	0	13,707	12,562	0													13,707	13,707	
3564	PURCHASE OF PLANT	650,140	206,446	856,586	785,202	802,586												230,000	626,586	856,586	
		1,336,540	445,477	1,782,017	1,588,834	1,303,753	210,000	306,800	119,714	0	0	0	0	0	0	0	0	230,000	915,503	1,782,017	
Economic Services																					
4026	TOWN LRCI FUND EXP	343,000	(343,000)	0	0	7,481														0	
3274	Water Standpipe	0	46,000	46,000	42,163	0							45,000						1,000	46,000	
3275	Banners on Warren	0	25,000	25,000	22,913	8,208							25,000							25,000	
		343,000	(272,000)	71,000	65,076	15,689	0	0	0	0	0	0	70,000	0	0	0	0	0	1,000	71,000	
Other Property																					
Grand Totals Capital		2,083,220	1,815,639	3,898,859	3,324,102	2,438,505	210,000	306,800	119,714	153,000	333,000	265,512	950,000	0	100,000	25,000	30,000	333,636	1,072,197	3,898,859	
Percentage of Total Funding Sources							5.4%	7.9%	3.1%	3.9%	8.5%	6.8%	24.4%	0.0%	2.6%	0.6%	0.8%	8.6%	27.5%	100.0%	

Capital Expenditure by Program

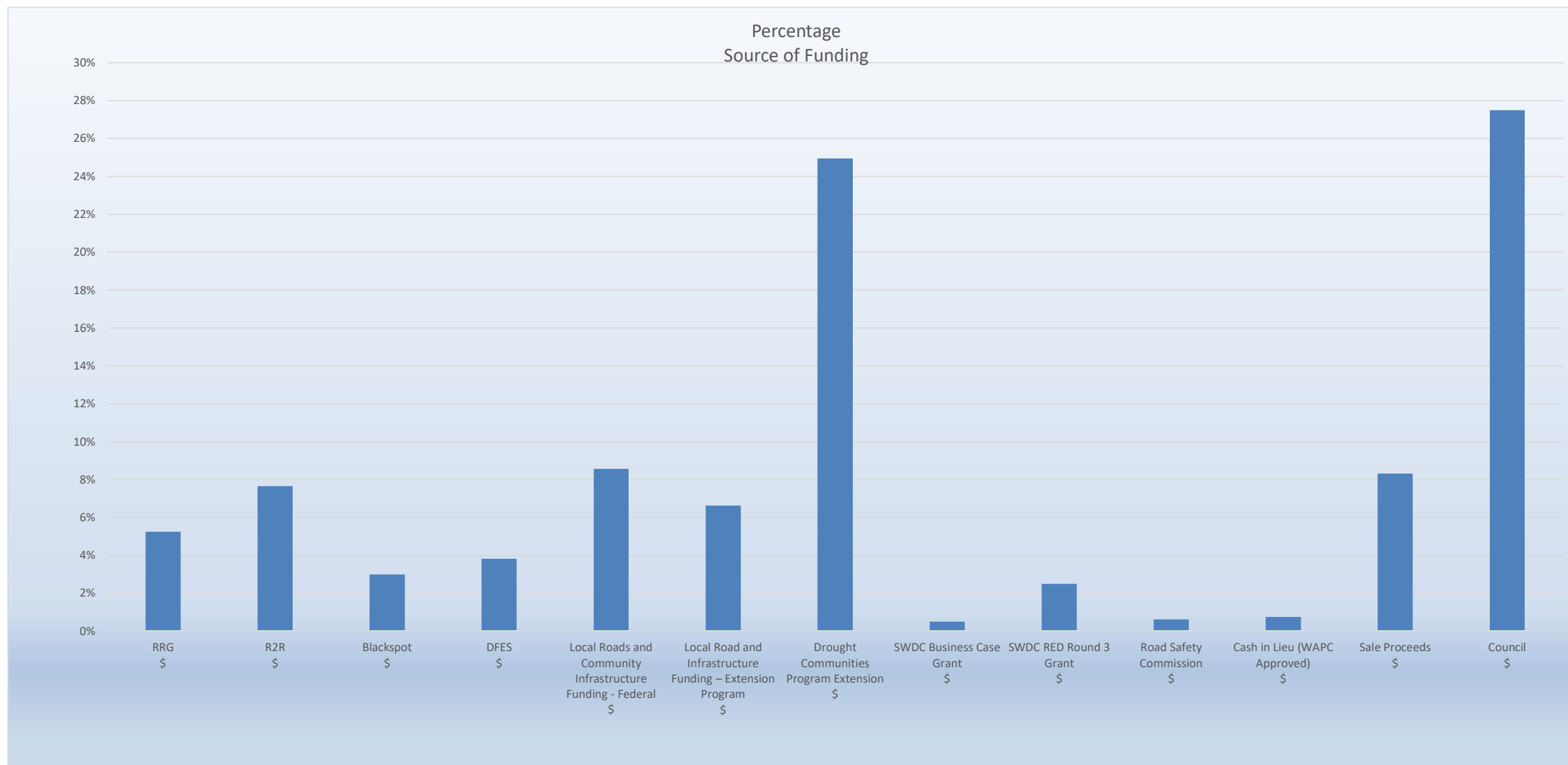
SOURCE OF FUNDS 2020/2021

COA	Description	2020/2021 Original Budget	Budget Amendments	2020/2021 Current Budget	2020/2021 YTD Budget	2020/2021 YTD Actual	RRG \$	R2R \$	Blackspot \$	DFES \$	Local Roads and Community Infrastructure Funding - Federal \$	Local Road and Infrastructure Funding - Extension Program \$	Drought Communities Program Extension \$	SWDC Business Case Grant \$	SWDC RED Round 3 Grant \$	Road Safety Commission \$	Cash in Lieu (WAPC Approved) \$	Sale Proceeds \$	Council \$	Total Funding \$	
Operational Projects tied to above funding Sources (additional)																					
3982	Experience Nannup APP	0	25,000	25,000	16,666	0							25,000								25,000
3992	Nannup Trail Town Business Case	0	30,000	30,000	19,998	0								20,000					10,000		30,000
0364	Shire Front Counter - DAIP	0	5,000	5,000	3,334	0					5,000										5,000
0952	Adverse Event Plan	0	35,000	35,000	23,332	0							15,000						20,000		35,000
2722	Friends of Community House	0	5,000	5,000	3,334	0					5,000										5,000
2732	Drought Funding Audit Costs	0	10,000	10,000	6,666	0							10,000								10,000
Total Operational		0	110,000	110,000	73,330	0	0	0	0	0	10,000	0	50,000	20,000	0	0	0	0	30,000	0	110,000

210,000	306,800	119,714	153,000	343,000	265,512	1,000,000	20,000	100,000	25,000	30,000	333,636	1,102,197	4,008,859
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Funding Sources Inclusive of both Capital and Operational expenditure shown above

	RRG \$	R2R \$	Blackspot \$	DFES \$	Local Roads and Community Infrastructure Funding - Federal \$	Local Road and Infrastructure Funding - Extension Program \$	Drought Communities Program Extension \$	SWDC Business Case Grant \$	SWDC RED Round 3 Grant \$	Road Safety Commission \$	Cash in Lieu (WAPC Approved) \$	Sale Proceeds \$	Council \$	Total Funding \$
Total Funding Source	210,000	306,800	119,714	153,000	343,000	265,512	1,000,000	20,000	100,000	25,000	30,000	333,636	1,102,197	4,008,859
Percentage of Total Funding Sources	5.2%	7.7%	3.0%	3.8%	8.6%	6.6%	24.9%	0.5%	2.5%	0.6%	0.7%	8.3%	27.5%	100.0%



Shire of Nannup Grant Revenue 2020/2021

COA	Description	2020/21	2020/21	2020/21	2020/21	Capital Grants	Operating Grants
		Original Budget	Budget Amendments	Current Budget	YTD Budget	YTD Actual	YTD Actual
<u>General Purpose Funding</u>							
0091	EQUALISATION GRANT	-\$407,940.00	-\$5,663.00	-\$413,603.00	-\$310,203.00	\$0.00	-\$310,202.25
0291	LOCAL ROAD GRANT	-\$214,526.00	-\$5,025.00	-\$219,551.00	-\$164,664.00	\$0.00	-\$164,663.25
		-\$622,466.00	-\$10,688.00	-\$633,154.00	-\$474,867.00	\$0.00	-\$474,865.50
<u>Law, Order, Public Safety</u>							
0703	FESA LEVY BFB DFES	-\$144,780.00	-\$15,220.00	-\$160,000.00	-\$119,997.00	\$0.00	-\$82,697.00
0704	DFES GRANT FOR CESM	-\$85,000.00	\$0.00	-\$85,000.00	-\$63,747.00	\$0.00	-\$41,538.73
0784	GRANT - FIRE MITIGATION ACTIVITY FUNDING	-\$110,750.00	-\$143,790.00	-\$254,540.00	-\$190,908.00	\$0.00	-\$182,645.00
0963	FESA LEVY SES	-\$5,640.00	-\$4,521.00	-\$10,161.00	-\$7,623.00	\$0.00	-\$10,161.00
0746	DFES CAPITAL GRANT	-\$262,730.00	\$78,555.00	-\$184,175.00	\$0.00	\$0.00	\$0.00
		-\$608,900.00	-\$84,976.00	-\$693,876.00	-\$382,275.00	\$0.00	-\$317,041.73
<u>Education & Welfare</u>							
1133	LDAG INCOME	-\$35,448.00	\$35,248.00	-\$200.00	-\$153.00	\$0.00	-\$84.55
1153	SCHOOL HOLIDAY PROGRAMS CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	-\$4,041.00	\$0.00	-\$2,500.00
1163	YOUTH GRANTS INCOME	-\$5,000.00	\$0.00	-\$5,000.00	-\$3,744.00	\$0.00	-\$6,500.00
1653	GRANTS - SENIORS	-\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00
		-\$44,448.00	\$39,248.00	-\$5,200.00	-\$7,938.00	\$0.00	-\$9,084.55
<u>Recreation And Culture</u>							
2733	LOCAL ACTIVITY GRANT INC.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2992	LIBRARY GRANTS	-\$5,073.00	\$0.00	-\$5,073.00	-\$3,798.00	\$0.00	
2863	LOCAL ROADS AND COMMUNITY INFRASTRUCTURE FUNDING - EXTENSION PROGRAM	\$0.00	-\$265,512.00	-\$265,512.00	\$0.00	\$0.00	\$0.00
2873	LOCAL ROADS AND COMMUNITY INFRASTRUCTURE FUNDING - FEDERAL	\$0.00	-\$343,000.00	-\$343,000.00	-\$257,247.00	-\$171,809.00	\$0.00
2883	DROUGHT COMMUNITIES PROGRAM EXTENSION	\$0.00	-\$1,000,000.00	-\$1,000,000.00	-\$749,997.00	-\$685,859.00	\$0.00
		-\$5,073.00	-\$1,608,512.00	-\$1,613,585.00	-\$1,011,042.00	-\$857,668.00	\$0.00

Shire of Nannup Grant Revenue 2020/2021

COA	Description	2020/21	2020/21	2020/21	2020/21	Capital Grants	Operating Grants
		Original Budget	Budget Amendments	Current Budget	YTD Budget	YTD Actual	YTD Actual
Transport							
3221	MRD DIRECT GRANTS	-\$118,877.00	\$297.00	-\$118,580.00	-\$88,938.00		-\$118,580.00
3231	REGIONAL ROAD GROUP GRANTS	-\$210,000.00	\$0.00	-\$210,000.00	-\$157,500.00	-\$130,000.00	
3261	ROADS TO RECOVERY GRANT	-\$306,800.00	\$0.00	-\$306,800.00	-\$230,094.00	-\$234,400.00	
3322	BLACKSPOT FUNDING	\$0.00	-\$119,714.00	-\$119,714.00	\$0.00	\$0.00	
		-\$635,677.00	-\$119,417.00	-\$755,094.00	-\$476,532.00	-\$364,400.00	-\$118,580.00
Economic Services							
3813	ROAD SAFETY COMMISION GRANT	\$0.00	-\$25,000.00	-\$25,000.00	\$0.00	\$0.00	\$0.00
3834	ECONOMIC DEVELOPMENT GRANTS AND CONTRIBUTIONS	-\$1,643,759.00	\$1,643,759.00	\$0.00	\$0.00	\$0.00	\$0.00
3835	ECONOMIC DEVELOPMENT GRANTS AND CONTRIBUTIONS - CARRYOVER (2019-2020)	-\$46,881.00	\$0.00	-\$46,881.00	-\$46,881.00		\$0.00
3843	SWDC BUSINESS CASE GRANT	\$0.00	-\$20,000.00	-\$20,000.00	\$0.00	\$0.00	\$0.00
4274	AUSTRALIA DAY INCOME	\$0.00	-\$21,000.00	-\$21,000.00	-\$15,750.00	\$0.00	-\$21,000.00
3834	ECONOMIC DEVELOPMENT GRANTS AND CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3853	SWDC RED ROUND 3 GRANT	\$0.00	-\$100,000.00	-\$100,000.00	-\$75,000.00	\$0.00	\$0.00
		-\$1,690,640.00	\$1,477,759.00	-\$212,881.00	-\$137,631.00	\$0.00	-\$21,000.00
Grand Totals		-\$3,607,204.00	-\$306,586.00	-\$3,913,790.00	-\$2,490,285.00	-\$1,222,068.00	-\$940,571.78

Total YTD Actual -\$2,162,639.78

**SHIRE OF NANNUP
RESERVES
31/05/2021**

	Opening Balance	2020/2021 Original Budget	Budget Amendments	2020/2021 Current Budget	2020/2021 YTD Budget	2020/2021 YTD Actual
Cash Backed Reserves - continued						
ASSET MANAGEMENT RESERVE	\$844,958	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$50,000	\$0	\$50,000	\$45,826	\$0
	\$844,958	\$894,958	\$0	\$894,958	\$890,784	\$844,958
PLANT/MACH RES	\$575,405	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$30,000	\$0	\$30,000	\$27,500	\$0
	\$575,405	\$605,405	\$0	\$605,405	\$602,905	\$575,405
AGED HOUSING RESERVE	\$391,037	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$6,500	\$0	\$6,500	\$5,951	\$0
	\$391,037	\$397,537	\$0	\$397,537	\$396,988	\$391,037
STRATEGIC INITIATIVES RESERVE	\$308,000	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	-\$200,000	\$200,000	\$0	\$0	\$0
	\$308,000	-\$200,000	\$200,000	\$0	\$0	\$308,000
LONG SERICE LEAVE RESERVE	\$202,700	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$20,000	\$0	\$20,000	\$0	\$0
	\$202,700	\$222,700	\$0	\$222,700	\$202,700	\$202,700
INFRASTRUCTURE RESERVE OPERATING A/C	\$165,000	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$15,000	\$0	\$15,000	\$13,750	\$0
	\$165,000	\$180,000	\$0	\$180,000	\$178,750	\$165,000
LANDFILL RESERVE	\$159,376	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$20,000	\$0	\$20,000	\$18,326	\$0
	\$159,376	\$179,376	\$0	\$179,376	\$177,702	\$159,376
GRAVEL PIT REHABILITATION RESERVE	\$142,000	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$21,000	\$0	\$21,000	\$19,250	\$0
	\$142,000	\$163,000	\$0	\$163,000	\$161,250	\$142,000
OFFICE EQUIPMENT RESERVE ACCOUNT	\$130,092	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$35,000	\$0	\$35,000	\$32,076	\$0
	\$130,092	\$165,092	\$0	\$165,092	\$162,168	\$130,092

**SHIRE OF NANNUP
RESERVES
31/05/2021**

Cash Backed Reserves - continued	Opening Balance	2020/2021 Original Budget	Budget Amendments	2020/2021 Current Budget	2020/2021 YTD Budget	2020/2021 YTD Actual
EMERGENCY MANAGEMENT RESERVE	\$59,299	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$2,000	\$0	\$2,000	\$1,826	\$0
	\$59,299	\$61,299	\$0	\$61,299	\$61,125	\$59,299
COMMUNITY BUS RESERVE	\$30,704	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$0	\$0	\$0	\$0	\$0
	\$30,704	\$30,704	\$0	\$30,704	\$30,704	\$30,704
TRAIL RESERVE EQUITY ACC	\$30,000	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$30,000	\$0	\$30,000	\$0	\$0
	\$30,000	\$60,000	\$0	\$60,000	\$30,000	\$30,000
YOUTH RESERVE	\$16,250	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$0	\$0	\$0	\$0	\$0
	\$16,250	\$16,250	\$0	\$16,250	\$16,250	\$16,250
FOOTPATH RESERVE EQUITY ACC	\$10,000	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$10,000	\$0	\$10,000	\$9,163	\$0
	\$10,000	\$20,000	\$0	\$20,000	\$19,163	\$10,000
RECREATION CENTRE RESERVE	\$574	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	-\$0	\$0	-\$0	\$0	-\$3
	\$574	\$574	\$0	\$574	\$574	\$571
MAIN STREET UPGRADE RESERVE	\$60	\$0	\$0	\$0	\$0	\$0
Transfer To/From Reserve	\$0	\$0	\$0	\$0	\$0	\$0
	\$60	\$60	\$0	\$60	\$60	\$60
Grand Totals	\$3,065,456	\$2,796,956	\$200,000	\$2,996,956	\$2,931,124	\$3,065,453
Transfers to/From	\$0	\$39,500	\$200,000	\$239,500	\$173,668	-\$3

**SHIRE OF NANNUP
RESERVES
31/05/2021**

Cash Backed Reserves - continued

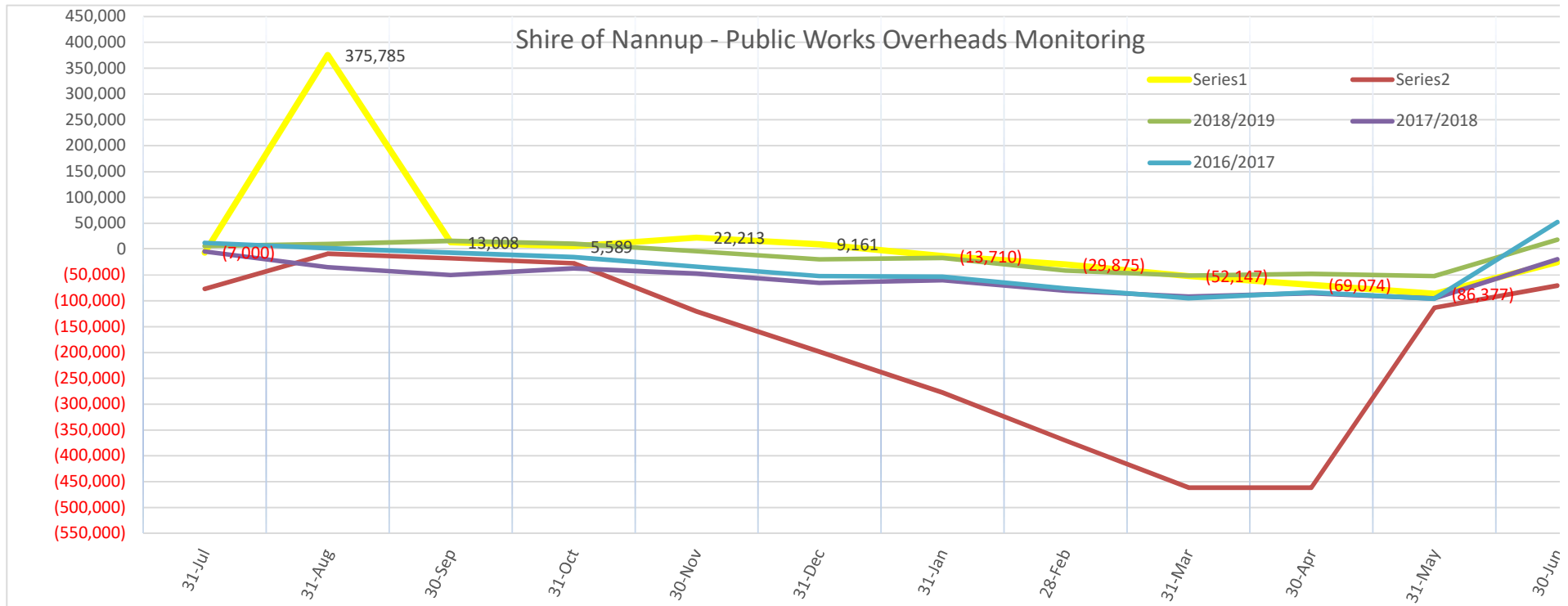
Reserve name	Purpose of the reserve
Leave reserve	An accounting requirement to fund leave accumulated by employees.
Gravel pit rehabilitation reserve	To be used for the rehabilitation of the gravel pit at the end of its useful life
Plant machinery reserve	To be used for the purchase of plant assets.
Recreation centre reserve	To be used for the capital upgrades to the Recreation Precinct.
Office equipment reserve	To be used to ensure that the equipment required by Council Administration and supporting computer
Asset management reserve	To provide funding for works to Council buildings as determined by the Asset Management Plan.
Infrastructure reserve	To provide support to future budgets to minimise the impact of the loss of capital grants as and when required.
Main street reserve	To be used to support the Main Street upgrade project.
Emergency management reserve	To provide funding for costs associated with local emergencies, where the costs cannot be recovered from another party.
Aged housing reserve	To be used to facilitate the development of Aged Housing within the Shire of Nannup.
Landfill reserve	To provide funding for the rehabilitation of the refuse disposal site once it reaches the end of useful life.
Community bus reserve	To be used to cover future capital upgrades.
Strategic initiative reserve	To fund Strategic Projects identified by Council not included within original budgets.
Youth reserve	To be used for future Youth Asset Purchases.
Trails reserve	To be used for trial upgrade project
Footpath reserve	To be used for Footpath major maintenance, upgrade, extension and renewal.

SHIRE OF NANNUP
NET CURRENT ASSETS
31/05/2021

Composition of Estimated Net Current Asset Position	2020/2021 YTD Actual	2019/2020 Actual
CURRENT ASSETS		
Cash and cash equivalents	1,973,587	2,281,673
Cash - Restricted Reserves	3,082,124	3,065,456
Receivables	253,116	390,301
Inventories	28,685	28,685
GST Receivable	43,257	32,199
	5,380,769	5,798,315
LESS: CURRENT LIABILITIES		
Payables and Provisions	(639,358)	(466,622)
Borrowings	(2,302)	(76,953)
Other Creditor Provisions	(63,991)	(129,997)
	(705,651)	(673,572)
NET CURRENT ASSET POSITION	4,675,118	5,124,743
Less: Cash - Restricted Reserves	(3,082,124)	(3,065,456)
Less: Cash - Restricted Municipal	0	0
Add Back: Liabilities Supported by Reserves	178,896	199,896
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	1,771,890	2,259,183

SHIRE OF NANNUP
Public Works Overheads Monitoring
31/05/2021

Account Number	Description	2020/2021 Current Budget	31-Jul	31-Aug	30-Sep	31-Oct	30-Nov	31-Dec	31-Jan	28-Feb	31-Mar
			YTD Actual								
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Total Public Works Overheads - Expenditure	(7,000)	375,785	13,008	5,589	22,213	9,161	(13,710)	(29,875)	(52,147)	(69,074)



**SHIRE OF NANNUP
INFORMATION ON BORROWINGS
31/05/2021**

Debenture Repayments

Particulars	Principal 1-Jul-20 \$	New Loans \$	Principal Repayments		Principal Outstanding		Interest Repayments	
			2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Actual \$
Waste Facility Machine Loan 40	370,000	0	34,976	34,976	335,024	335,024	4,480	3,869
* Nannup Community Resource Centre Loan 37 - Self Supporting	14,626	0	14,626	14,626	0	0	369	313
Nannup Music Club Loan 39 - Self Supporting	238,030	0	27,351	25,049	210,679	212,981	7,002	6,357
	622,656	0	76,953	74,651	545,703	548,005	11,850	10,539

Income - Self Supporting Loans

Nannup Community Resource Centre Loan 37 - Self Supporting
Nannup Music Club Loan 39 - Self Supporting

Total

Received YTD Actual		
Principal	Interest	Total
-\$14,626	-\$424	-\$15,050
-\$25,049	-\$6,439	-\$31,488
-\$39,675	-\$6,863	-\$46,538

* Loan fully repaid by CRC

All debenture repayments are to be financed by general purpose revenue, with the exception of Self-Supporting Loans which are reimbursed to Council by the relevant community group.

SHIRE OF NANNUP
Statement of Financial Activity Month Ending
31/05/2021

TRUST FUNDS

Funds held at balance date over which the District has no control and which are not included in the financial statements are as follows:

Detail	Balance 1/07/2020	Amounts Received	Amounts Paid	Balance 31/05/2021
	\$	\$	(\$)	\$
BCITF - Levy	758	5,558	5,826	490
BRB Levy	1,074	12,369	9,768	3,675
Bonds	22,218	650	0	22,868
Nomination Deposits	0	0	0	0
Donations Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
Trust Accrued Expenses	0	0	0	0
	24,050	18,578	15,594	27,033



Shire of
Nannup
rest • connect • grow

Shire of Nannup Cultural Plan



June 2021

Effective From:	
Expires on:	
Next Review:	
Adopted by Council:	

Contents:

Date	Author	Version	Revision Notes
24 June 2019	ECDO	1	Revise recommendations
October 2020	ECDO	2	Add an implementation plan
June 2021	ECDO	3	

Introduction

Executive Summary

- Key Recommendations

Background

Methodology

- Community Consultation
- Challenges

The Cultural Plan

- Places
- Spaces
- Community

Conclusion

References

Appendix A – Implementation Strategy

Disclaimer:

Any representation, statement, opinion or advice, expressed or implied in this report is made in good faith and on the basis that the proprietor and agents are not liable (whether by reason of negligence, lack of care or otherwise) to any person from any damage or loss whatsoever that has occurred or may occur in relation to that person taking (or not taking) as the case may be, action in respect to any representation, statement, or advice referred to in this document.

Relevant professional advice covering the various scopes of the projects should be obtained before applying information contained in this document to particular circumstances.

Economic & Community Development Officer
Louise Stokes/Nicole Botica

Introduction:

The Shire of Nannup's Community Cultural Plan is an exciting and valuable document that captures our community spirit, our visions, aspirations and achievements through our decades of progress.

Culture is increasingly being recognized as essential to prosperous, liveable and sustainable communities in the 21st century.

Cultural planning supports local economic development and encourages municipalities to integrate cultural planning into their daily business; to emphasize local arts, cultural industries, heritage and libraries as we plan for the future of our communities. Culture adds to the wealth of a community in many ways, such as attracting tourists, creating jobs, revitalizing neighbourhoods and attracting new businesses.

The Nannup Shire presents us with a mosaic of different land uses which range from the heritage of our town site through to our majestic Jarrah, Marri and Karri forest to the rolling farmlands, river valleys and onto our wild and rugged coastal landscapes. These areas will come under increasing pressure in years to come so it is important for us to carefully plan and prepare for the years ahead.

This further highlights the importance of this plan and the need for community participation to ensure its viability and action, due to limited resources and funds of Council. The plan will be a living document that will be reviewed and updated at regular intervals.

Thank you to all community members from across a wide section of our Shire for their valued input through their thoughts and aspirations, all of which are necessary to make this a workable document. The people involved were from a wide cross section of our community encompassing both our younger generation and senior members of our community.

Comment and new activities are welcome at any stage, these are retained on file and considered when the plan is reviewed.

Executive Summary:

Culture is around us in our everyday lives. It encompasses our history, customs, topography and architecture. It is everything that contributes to the quality of our lives and gives our lives meaning and enjoyment. Culture in its widest sense defines what matters to people and communities. It is the way of connecting the present, past and future into a recognisable identity.

Cultural Planning is a strategic process which highlights the values of culture in a community in a way which relates to the Shire's policies and planning. The plans should provide recognition of the distinctive needs and desires of the different cultural groups in the community and encourage grassroots participation. For the Local Government, the plans legitimise and promote the roles of facilitation, liaison, research, planning, coordination of services and project management.

Enacting the Cultural Plan is a community responsibility. It is an informing document to the Council's Strategic Plan 2017 -2027 and is an asset for community groups seeking funding for projects.

Vision.

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

Mission Statement

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

Key Strategic Objectives

- To foster community involvement and information exchange in Council and community activities and functions.
- To adequately plan for future development in terms of sustainable economic, environment and social factors.
- To maintain and further develop the Garden Village theme of Nannup and to ensure the high standard of public parks and reserve areas in the community are maintained and improved upon.
- Encourage and promote tourism and tourism related development within the district and region.



Key Recommendations completed 2010-2015.

RECOMMENDATION 1: Establish a local bridle trail network that links historical timber mill settlements.

RECOMMENDATION 2: Document and signpost the heritage stock routes to the coast.

RECOMMENDATION 3: To re-position the flood markers onto another tree near the Old Railway Bridge with an interpretive display erected that also details all the trails of the region.

RECOMMENDATION 4: Implement the Tree Recognition program and the Nannup Tree Trail.

RECOMMENDATION 5: To ensure that the Garden Village identity is preserved and the quaintness and historical nature to the townscape remains authentic and valued, with plaques established at historic properties within the townsite.

RECOMMENDATION 6: Continue development of infrastructure at event venues throughout the town as per Council budget allocation, community group contributions and grant funding availability.

RECOMMENDATION 7: To design and construct a heritage interpretation of the Jalbarragup Bridge using as much of the original bridge timbers as possible. This interpretation to be integrated into the design and construction of a picnic area on the northern side of the Blackwood River once the new bridge has been constructed.

RECOMMENDATION 8: To develop Tank 7 as a picnic and lookout site with telescopes and distance markers. The future inclusion of a downhill mountain bike course to be considered in the design. This development is to be undertaken as a joint project with Department of Environment and Conservation and the community subject to funding availability.

RECOMMENDATION 9: To develop a Tiger Trail including sculptures, the 'Ode to the Thylacine' poems and interpretive information about the thylacine.

RECOMMENDATION 10: Undertake a time capsule project of Nannup.

RECOMMENDATION 11: Collect the oral histories of senior residents and identities of our town.



Key Recommendations from Consultation 2019

RECOMMENDATION 1: To document and interpret the timber industry and mill sites in the region, including the personalities and generations of families that have worked in forestry.

RECOMMENDATION 2: Document where old bridges were constructed in the region and interpret the town swimming pool in the Blackwood River, near the Rivers Bend Caravan Park.

RECOMMENDATION 3: Map the Nannup scarred trees and original Bibbulmun track north of town and to the Boranup Forest.

RECOMMENDATION 4: Document the Indigenous history of the region.

RECOMMENDATION 5: Document wildflowers, birds and flowers of the area and promote them, including the extension of the Foreshore Park (Single Men's Hut site) and the planting of native flora.

RECOMMENDATION 6: Develop and promote a local Art Trail (similar to the Margaret River Open Studios)

RECOMMENDATION 7: Design and create murals on the walls of Eziway and the Liquor Store.

RECOMMENDATION 8: The Arboreta's at Willow Springs and Asplin Road to be conserved, interpreted and promoted.

RECOMMENDATION 9: Continue development of infrastructure at event venues throughout the town as per Council budget allocation, community group contributions and grant funding availability.

RECOMMENDATION 10: Undertake a youth arts program focused on the Foreshore Park.

RECOMMENDATION 11: To formalise the name of the Village Green and to signpost it appropriately.

RECOMMENDATION 12: To undertake community consultation to formally adopt a name for the area between the Old Roads Board building and Melo Velo.

RECOMMENDATION 13: To develop the Ellis Creek Mill site in conjunction with Department of Biodiversity Conservation and Environment and community groups, whilst consulting with neighbouring properties.

RECOMMENDATION 14: In consultation with youth investigate upgrades to the skate park, with cultural features incorporated into the design.

RECOMMENDATION 15: Heritage buildings vested with Council are moved from the disposable asset register and a maintenance schedule is developed and initiated.

RECOMMENDATION 16: Establish Gussie's Mill as an eco- tourism site with free camping.

RECOMMENDATION 17: The Mill at Donnelly River Village conserved and promoted along with cultural and heritage buildings and sites in the townsite.

RECOMMENDATION 18: Relocate the giant log in the Caravan Park to the Arboretum and re-install the plaques to the log that are currently stored in the Historical Society.

RECOMMENDATION 19: Develop a permanent exhibition based on the Thylacine, telling the story of the Nannup Tiger, including its alleged extinction and the risk that faces other endangered flora and fauna by the impact of both white man and introduced species.

RECOMMENDATION 20: Market Nannup as a cultural and artistic centre of the South West, whilst fostering the development of individual artists through partnerships with community groups.

RECOMMENDATION 21: Collect the oral histories of senior residents and identities of our town.

RECOMMENDATION 22: Undertake a youth arts project to create Sulo bin stickers that promote Nannup.

RECOMMENDATION 23: Establish Nannup as a centre of excellence in textile artworks and develop a textiles festival.

RECOMMENDATION 24: A database of public artwork is established, with key sculptures moved from the disposable asset register, with insurance and maintenance schedules adopted. Develop and promote a sculpture trail around Nannup.

RECOMMENDATION 25: Establish a creative hub in partnership with the Nannup Arts Inc.

RECOMMENDATION 26: In partnership with the Creative Corner establish a program of professional development workshops and performance/mentor opportunities in Nannup for musicians.

RECOMMENDATION 27: A Percent for Art program is developed for new subdivisions.

RECOMMENDATION 28: Identify a location for Nannup specific artefacts and memorabilia to be stored and renovated.

RECOMMENDATION 29: Complete the Significant Tree project.

RECOMMENDATION 30: Conserve and preserve the boiler at the Recreation Centre (currently stored at the Depot)

These recommendations have been discussed with council and a revised planning timeline has been developed to drive the actions in Appendix A.

Environmental Scan:

This plan focuses on identifying and documenting community perceptions and visions for the purpose of preserving, promoting and protecting our cultural values within the Shire of Nannup.

To encourage community members to take ownership of this document, a conscious effort has been made to not use acronyms and 'Government language' throughout the plan.

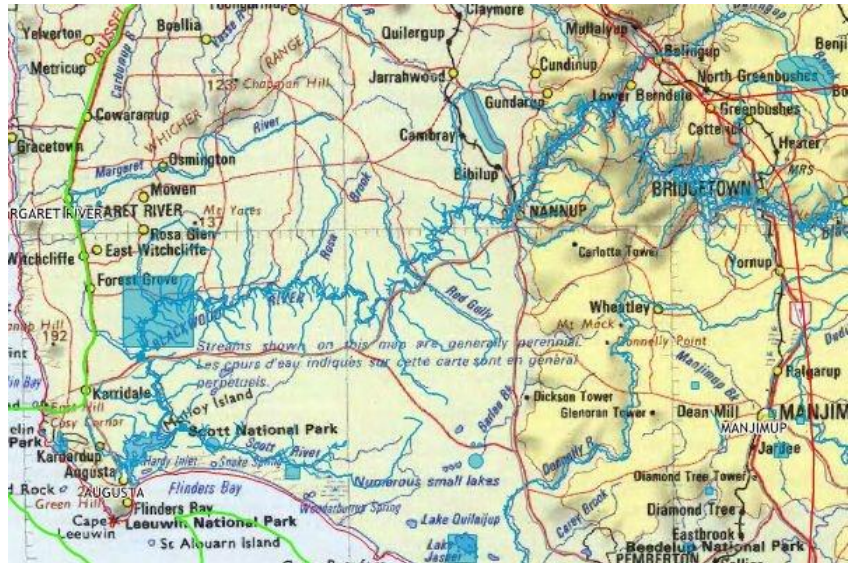
History

Aboriginal cultural significance is not restricted to what we term a 'site' as all waterways, including rivers, chains of lakes or water holes, are considered to be Dreaming trails by the Nyungar people and that there are paths to follow between one place and another. Interconnected water sources are considered part of the same spiritual energy, created by the Waugal, the Rainbow Spirit who had the shape of the serpent, with the mighty sweep of his tail, is the spirit and the creator of all the water ways – underground waterways, and the rainbow. The Waugal created the Blackwood River, the aquifer and the Yaragadee. .

Nannup was an important meeting place for the four different local family groups; Wardandi, Pibbelmen, Minang and Kaneang to gather. It is understood that the Wardandi people's country took in Busselton to Margaret River and Nannup with the Blackwood River being the boundary between the two clans. The Pibbelmen's people's country ran to the south of the Blackwood River to Donnelly River and Broke Inlet to Augusta. The Minang would travel from the Southern forests and Kaneang from Eastern Black Hills to meet celebrate and trade. Territories were bordered by natural landscaped such as rivers, valleys and hills. Travel routes would usually follow waterways, known as inherited song lines.

The Nyungar people would carry a handmade 'Meero' which had a map carved or painted on it showing the designated hunting and gathering region of its owner.

In the Shire of Nannup, we see evidence of the scarred trees near Cambray that were used to make the 'meero'. Nyungar people would travel the land determined by their six seasons, spending the summer on the coast and travelling up the Blackwood River to Nannup Brook where they would camp over winter and then when the river subsided, travel north to Busselton and then south to Donnelly and across to the coast at Margaret River.



There are 35 registered heritage cultural Nyungar sites within the Shire of Nannup which includes Lake Jasper, Black Point, the Kybra site on private property, artefacts, ceremonial sites, engravings, burial sites, scarred and modified trees, mythological and historical sites. A full register with maps is stored on the Department of Indigenous Affairs website.

Lake Jasper is an important archaeological site for Indigenous culture. The lake was originally much smaller and there is archaeological evidence of camp sites around the edge of the lake and many artefacts have been recovered from the lake. Although there is no written or oral records of Nyungar hunter – gatherer groups in this district, a dozen place names of Nyungar origin are in use there. Lake Jasper was named to commemorate the death in 1864 of an infant son of one of the region's British seller families.

Aboriginal people helped the first European settlers as they explored along the Blackwood River in 1834 to source fresh water and food. A small party headed by Thomas Turner set out from Augusta to trace the Blackwood River upstream to its source. Nannup is reportedly named after one of the Aboriginal guides on his expedition and means "*place to stop and rest*".

The first settlers arrived in Nannup in the early 1860's to take up pastoral runs. Early families took up land at Biddelia, Balingup Road, Darradup, Cundinup and East Nannup. The early farmers milked cows, bred horses and later produced fat lambs which were brought to the area from interstate.

Coastal runs were had by most of the cattlemen who alternated their cattle between the inland and the coast between the Donnelly and the Blackwood. If they left their cattle on the coast too long they would start to lose weight and become weak due to the lack of phosphorous and cobalt that was available in the heavier soils back inland. Evidence of the established stock routes can be identified today by a number of wells, small holding yards and huts en route.

The Group Settlement scheme began in the area and rough tracks constructed, linking neighbouring townships. About 50 metres north of the current river crossing was an old Marri tree and settlers from the Warren River and Nelson Grange near Bridgetown would meet for the trip to Busselton and on their return would have a final drink at the tree before heading off to the Warren and the Grange. The two roads have since been called Warren Rd and Grange Rd.

Ticket of leave convicts were used to help clear the land and build houses, roads, bridges and yards for the cattlemen and early settlers. In 1866 a bridge was built using convict labour was built across the Blackwood River, providing access to a small number of outlying farmers and more remote settlers. On January 9th 1890 the townsite of Nannup was officially declared.

The township of Nannup has a truly agricultural base with the first shop located on the Northern side of the traffic bridge at "Macroon". The first Town Hall was built by the Farmers and Graziers of the district from the timber they retrieved from their land clearing operations. The farmers and Graziers petitioned the State Government for finance to extend the Railway line to Nannup because of the potential for the dairy and potato industry and the fact that there was also a timber resource to be had. The line was opened in 1909 and Barrabup Mill commenced in 1908. This closed in 1925 and the timber industry moved to the present site, where Nannup Timber Processing now operates. The Farmers and Graziers Association also sought and received Government finance for the Recreation ground and a new school.

The Scott River area was part of the coastal runs and later in the 1950's and 60's the land was thrown over as Conditional Purchase lots for the expansion of agriculture buy the West Australian Government.

Perth was once 17-20 days away from Nannup by horse and buggy. Today with the new Forest Highway the journey takes two and a half hours. With the restructure of the timber industry, viticulture, aquaculture and tourism businesses now diversify the economic base of the Shire.

Nannup with its population of about 1,300, has kept that old country town image, even today it is untouched by the developments that are dominating the coastal towns. Buildings have been preserved with their heritage features intact and a visit to our town is like stepping back into history.

Methodology:

Community Consultation:

Over the past five years feedback has been received in preparation for consideration and inclusion into the current plan.

Consultation has recently been undertaken with the following organisations through one on one meetings, group facilitation and feedback forms:

- Nannup Music Club,
- Members of the Donnelly River Village Board of Management,
- Nannup Garden Village,
- Nannup Arts Inc, and
- Nannup Historical Society.

A drop-in session to the Shire office was hosted, promoted through the Nannup Telegraph, on social media and on posters displayed around town.

A meeting was held with coordinators of the Creative Corner, based in Margaret River which is a government initiative to support the development of arts and culture in the South West.

Engagement with students and youth has been facilitated through the Student Council at the Nannup District High School. Students were invited to provide feedback on the following questions:

- What do you value about Nannup?
- What would you like to see in Nannup in the next 5 years that is artistic and not already in place?
- If you could choose a public art work project to do in Nannup what would you choose?
 - o Mural project
 - o Trail signage
 - o Telegraph Pole project
 - o Bin sticker project
 - o Something at the Foreshore Park
 - o Other.

Students from Kindergarten to Year 3 were invited to draw a picture about what they loved about Nannup.



Cultural Assets:

- Historical Mill settlement areas (Ellis Creek, Willow Springs, Carlotta, Barrabup, Sussex, Bidellia, Wheatley)
- Historic railways linking mill sites to settlements and landings
- Blackwood River
- Early settlement transport (horses, timber haulage)
- Garden area between Melo Velo and Old Roads Board Building
- Clean air, healthy water, healthy foods, natural environment
- Heritage and old buildings
- Brockman St arboretum
- Hills around the Blackwood Valley region
- Nannup War Memorial
- Bowling Green in its current location
- Jacaranda trees down the main street
- Road bridges over the Blackwood River
- Country charm and elegance
- The view down Warren Rd
- Town Hall building
- The mystique of the Nannup Tiger
- Being able to see the stars at night time
- Black Point and White Point
- Donnelly River
- Heritage stock route from Nannup to coast
- Rural and coastal landscapes
- Ellis Creek
- Lake Jasper
- Barrabup Pool
- Donnelly River squatter shacks
- Old mill vault near Barrabup Pool
- Art and Garden culture
- Members of the community
- The peace, quiet and calming environment
- Our location in the South West
- Main street weather board buildings
- Mill town buildings
- Old Road Board buildings and photos
- Local bushland
- The community feeling with a small population
- Personalised services
- Nannup Amphitheatre
- Flood Tree
- Cultural knowledge and local skills
- Flora and fauna, orchids, birds, wildflowers
- Fire towers around the region
- Chimney stack on Vasse Hwy
- Dog & Tea roses on Grange Rd
- No graffiti around town
- Sitting in the cafes
- Mill precinct
- Bibbulmun Track
- Local characters in town
- Weekend markets
- Traditions including shops closing on weekends
- Volunteers
- Timberline Trail out to Barrabup
- Quigup townsite
- Cemetery
- Library

- History and heritage
- Churches in town
- Community activities
- “Hippy era”
- Indigenous culture
- Totem project at Foreshore Park
- The “feel” of Nannup, coming home
- Local events “Woodaburrup Cup”
- Relationships within the community
- Carlotta history and group settlement
- Indigenous sites on Dunnet’s property
- Village Green and ANZAC memorial
- Quaint village feel
- Asplin Arboretum
- Garden Village Theme
- Tank 7
- New Year’s Day Cricket game
- Summer crossing ‘open picnic’
- Old Railway bridges
- Nannup Music Festival
- Bush around town
- Friendly nature of the people
- Peace and quiet

Challenges

- Local, Regional and State Planning Policy that doesn’t recognise the heritage values of local areas
- Planning controls that restrict land use so that people can’t engage in activities consistent with heritage values (trail development restricted to cyclists and walkers)
- New residents demanding changes often not wanted or desired by the rest of the community who may not be as vocal
- Salt in the Blackwood River
- Cultural buildings and public artworks on Council’s Disposable Assets list
- Increased water restrictions, lower rain fall, shortage of fresh water and increased heat in summer
- Absentee landowners
- Half-finished subdivisions
- Lack of finances to complete projects
- Blackberry and weed invasion
- Attracting young families to town
- Closure of Nannup Timber Mill
- Volunteer burnout
- Legislation that impacts on events and festivals
- Number of tourists to town and impact on natural environment sites
- Lack of finances to maintain and protect cultural sites
- Encroachment by development on cultural sites

The Cultural Plan

Spaces:

The Blackwood River and forests are an integral part of Nannup's history and culture. Floods have been recorded regularly since 1913, with the most recent significant flood in 1982 when much of the townsite was under water. The Flood Tree near the Old Railway Bridge records the annual water level with markers placed on the tree.

The abundance of quality hardwood timber led to a number of timber mills in the region including settlements at Barrabup, Ellis Creek, Sussex, Willow Springs, Carlotta, Bidelia and Wheatley. Exhaustion of concession areas and the transfer of operations to Nannup led to the dismantling of the mills in 1925 where the timber industry is still alive today at Nannup Timber Processing. The Nannup Arboretum on Brockman St is the result of an experimental planting of trees to see which ones thrived in the area. The Asplin Arboretum was planted on Mt Folly from 1968 - 1972 by the Forestry Department to determine the most adaptive pine trees for production.

Many residents live in this area because of their connection to the forests and the river. The impacts of fire and floods are constant considerations with events and our day to day lives. Community members value the heritage associated with the river and the forest and acknowledge the difficulty faced by the early settlers.

The following recommendations are a combination of "carry forward" and outcomes of community consultation and identified projects that could be developed:

RECOMMENDATION 1: To document and interpret the timber industry and mill sites in the region, including the personalities and generations of families that have worked in forestry.

RECOMMENDATION 2: Document where old bridges were constructed in the region and interpret the town swimming pool in the Blackwood River, near the Rivers Bend Caravan Park.

RECOMMENDATION 3: Map the Nannup scarred trees and original Bibbulmun track north of town and to the Boranup Forest.

RECOMMENDATION 4: Document the Indigenous history of the region.

RECOMMENDATION 5: Document wildflowers, birds and flowers of the area and promote them, including the extension of the Foreshore Park (Single Men's Hut site) and the planting of native flora.

RECOMMENDATION 6: Develop and promote a local Art Trail (similar to the Margaret River Open Studios concept)

RECOMMENDATION 7: Create murals on the Nannup Eziway and Nannup Liquor Store walls.

RECOMMENDATION 8: The Arboreta's at Willow Springs and Asplin Road to be conserved, interpreted and promoted.

Nannup has a comprehensive calendar of events that involve many members of the community, including the Nannup Music Festival, Nannup Flower and Garden Festival, Nannup Art Festival, Nannup Cup, Making Smoking History Forest Rally, Festival of Country Gardens, Woodaburrup Cup, Boat Races and more recently cycling races, rides and events.

The Council and community has embraced ‘ The Garden Village’ concept for the town and much effort is put into the streetscape and gardens with annual plantings of tulips, bulbs and annuals. Several of the events and festivals focus on this theme and community groups maintain gardens and reserves including the Community House gardens and Reconciliation pathway near the Old Railway Bridge.

The Friends of the Foreshore maintains the reserve land along the railway line near the river, clearing weeds and planting endemic species.

The Nannup Music Club, Nannup Arts Inc., Nannup Community Resource Centre, Nannup Historical Society and Nannup Men’s Shed each has their own premises which assists to build their sustainability. Community House which is located at Number 2 Brockman St is a collocation of several organisations and groups. The Friends of the Community House are currently fundraising and seeking funding support to renovate the building, making it more user-friendly and environmentally sustainable.

The Foreshore Park and Nannup Amphitheatre are being developed to encourage economic growth and venues for social participation and inclusion. Infrastructure including the stage and sound shell, market stalls, temporary fencing, water, power, parking and toilets assists to reduce costs for organisations presenting events and build a venue that is of regional significance.

The Nannup Community Cinema Incorporated has installed cinema equipment into the Town Hall, presenting fortnightly films through a community cinema model.

CULTURAL VENUES IMPROVEMENTS REQUIRED	TO BE COMPLETED WITHIN:
TOWN HALL	
Town Hall floor sanded and levelled	2 years
Sound and lighting system upgraded	2 years
Kitchen upgraded in Town Hall	2 years
Front entry to Town Hall installed to be appropriate for events	2 years

RECREATION CENTRE	
Wifi installed for events	1 year
Multi- purpose bar/kiosk area upgraded	5 years
Stage area with green room, 3 phase power and backstage entry	5 years
Storage area upgraded	5 years
Multi- purpose flooring	5 years
sound and lighting improved	5 years
New chairs purchased	1 year
In floor power/electrical points installed	5 years

FORESHORE PARK	
Green rooms with dressing rooms with power for fridges next to main stage	5 years
Additional ground area lighting	5 years
Bitumen parking area at end of Brockman St to have water points and drainage installed to improve its functionality	2 years
Water tank installed at both ends of market stalls	1 year
Ground around market stalls to be concreted	2 years
Water point installed in overflow camping area	1 year
Ground lighting in overflow camping area	2 years
Concert parking across bridge	1 year
Shade at front of market stall area	1 year
Solar lights at each end of Railway Bridge to be fixed or replaced	1 year
Permanent roof on stage	3-5 years

The following recommendations are outcomes of community consultation and identified projects that could be developed:

RECOMMENDATION 9: Continue development of infrastructure at event venues throughout the town as per Council budget allocation, community group contributions and grant funding availability.

RECOMMENDATION 10: Undertake a youth arts program focused on the Foreshore Park.



Places

The Village Green (also known as Forest Park) was named in honour of Fred Green's grandfather J.T. Whittle, who assisted to build the Bowling Club, Town Hall and Supper room. In 1908 a tennis court was constructed on the south eastern border of this area where the picnic table is now located. Mr Whittle had moved to Nannup from England where the Village Green was a focal point of a community and he missed having this space. When the buildings were constructed, the area between all of these facilities became known as the Village Green, as was the tradition in England.

The area between the Old Roads Board building and Melo Velo was originally a Council Depot. In the early 2000's the area was planned for the construction of the Time Wood Centre building. During the development of this project there was resounding community support to retain this area as public open space and for community events and activities.

Tank 7 is a Department of Environment and Conservation site with a fire supply water tank to the East of Nannup on Brockman Highway. Historically it has been a great picnic and lookout across the townsite. More recently it has been informally used as a downhill mountain bike site. Access to the site is via Department of Environment and Conservation land and easements. Minimal improvements are required to the site which would be a multi-activity recreational site.

Consultation indicated strongly that young people strongly connect with the skate park and would like to see this developed further, incorporating cultural elements into the design.

Ellis Creek Mill site is located on the Balingup Rd, which is identified as one of the most scenic drives in the South West. Ellis Creek Mill site is a heritage site on Department of Environment and Conservation land surrounded by native jarrah and karri forests. This site is located within a fragile environment and development would need to be sensitive to this. The Department of Biodiversity, Conservation and Environment (DBCA) and the Shire of Nannup have conducted site visits of these sites to consider development issues. The development of these sites would assist with current risk management issues and add to the bank of heritage and eco-tourism sites along the Balingup Rd.

The following recommendations are outcomes of community consultation and identified projects that could be developed:

RECOMMENDATION 11: To formalise the name of the area as the Village Green and to signpost it appropriately.

RECOMMENDATION 12: To undertake community consultation to formally adopt a name for the garden between the Old Roads Board Building and Melo Velo.

RECOMMENDATION 13: To develop the Ellis Creek Mill site in conjunction with DBCA and community groups, whilst consulting with neighbouring properties.

RECOMMENDATION 14: In consultation with youth investigate upgrades to the skate park, with cultural features incorporated into the design.

RECOMMENDATION 15: Heritage buildings vested with Council are moved from the disposable asset register and a maintenance schedule is developed and initiated.

RECOMMENDATION 16: The Mill at Donnelly River Village conserved and promoted along with cultural and heritage buildings and sites in the townsite.



Community

Nannup is a vibrant community and many people live here because of the environment, caring nature and friendliness of the people. The town relies heavily on volunteers for many of the day to day activities, service delivery and events.

Many artists reside in the community and participate in cultural activities. Public artworks have been donated or created by artists as part of projects and events including the town entry statement, Nannup Tiger, cycle art bike racks, public seating and the totems.

Nannup has attracted national attention at times as the place where Thylacine's once resided, partly because of reported sightings but also because of a practical joke acted out by locals in the 1970's. This story is alluring for many people because we want to believe that this amazing creature is somehow still alive against the odds a real battler. In some ways we identify with this feisty creature because we are a town that has at times struggled to survive. The tiger has been utilized by local people as a mascot (for the Football club) and an identity for many local businesses used by Nannup Tiger Cottages and the Music Club. Most recently the Nannup Chamber of Commerce and Industry (BCCI) has designed and created the Stripes in the Forest project. Using an App visitors and residents use the technology to locate the Nannup Tigers, located in different locations

Consultation undertaken with youth valued the peaceful environment, friendly community, forest, river, cafes and the skate park.

The following recommendations are outcomes of community consultation and identified projects that could be developed:

RECOMMENDATION 18: Develop a permanent exhibition based on the Thylacine, telling the story of the Nannup Tiger, including its alleged extinction and the risk that faces other endangered flora and fauna by the impact of both white man and introduced species.

RECOMMENDATION 19: Market Nannup as a cultural and artistic centre of the South West, whilst fostering the development of individual artists through partnerships with community groups.

RECOMMENDATION 20: Continue to collect the oral histories of senior residents and identities of our town.

RECOMMENDATION 21: Undertake a youth arts project to create Sulo bin stickers that promote Nannup.

RECOMMENDATION 22: Establish Nannup as a centre of excellence in textile artworks and develop a textiles festival.

RECOMMENDATION 23: A database of public artwork is established, with key sculptures moved from the disposable asset register, with insurance and maintenance schedules adopted. Develop and promote a sculpture trail around Nannup.

RECOMMENDATION 24: Establish a creative hub in partnership with the Nannup Arts Inc.

RECOMMENDATION 25: In partnership with the Creative Corner establish a program of professional development workshops and performance/mentor opportunities in Nannup for musicians.

RECOMMENDATION 26: A Percent for Art program is developed for new subdivisions.

RECOMMENDATION 27: Identify a location for Nannup specific artefacts and memorabilia to be stored and renovated.

RECOMMENDATION 28: Complete the Significant Tree project.

RECOMMENDATION 29: Conserve and preserve the boiler at the Recreation Centre (currently stored at the Depot)



Conclusion

Where to from here?

The Cultural planning process is intended to be ongoing using a continuous improvement cycle.

The Nannup Cultural Plan will be advertised for public comment and adopted by Council. An annual budget is allocated to leverage grant funding for project implementation and to assist partnership development with community groups.

The key recommendations will then be considered when updating Council's Community Strategic Plan. Community organisations are also encouraged to consider this document in their planning and capital works. It is anticipated that this document will be updated as recommendations are implemented and evaluated every year so that it remains relevant, and stimulates growth in culture and the arts in our community.

Cultural Plan Implementation Strategy

The Shire of Nannup Council prioritised the findings from the community consultation and identified the recommendations for implementation within the first 2 years and five years of this plan. The recommendations were categorised and objectives were defined under Arts, Culture & Heritage, Environment, Facilities & Infrastructure and Tourism.

Not every recommendation has been considered as some were identified as not being viable or not within the cultural charter of the Shire Council.

Arts Objective:

Market Nannup as a cultural and artistic centre of the South West, whilst fostering the development of individual artists and partnerships with community groups.

By 2021 we aim to:

- Establish a database of public artwork
- Investigate insurance and maintenance schedules for key sculptures
- Develop and promote a sculpture trail around Nannup
- Establish a Percent for Art scheme for new subdivisions
- Support the creation of public murals on business buildings on the main street
- Undertake a youth arts program focused on the Foreshore Park

By 2024 we aim to:

- Establish a creative hub for local artists
- Develop and promote a local Art Trail
- Establish Nannup as a centre of excellence in textile artworks
- Establish a textiles festival

Culture & Heritage Objective:

Capture the heritage of Nannup to illustrate the significant historical events and locations within the Shire.

By 2021 we aim to:

- Document and interpret the timber industry and mill sites in the region
- Identify the key personalities and generations of families that have worked in forestry.
- Collect the oral histories of senior residents and identities of our town
- re-install the plaques at the Arboretum
- Document where old bridges were constructed in the region
- Interpret the town swimming pool in the Blackwood River, near the Rivers Bend Caravan Park
- Map the Nannup scarred trees and original Bibbulmun track north of town

By 2024 we aim to:

- Develop a permanent exhibition based on the Thylacine,
- Illustrate the story of the Nannup Tiger, including its alleged extinction and the risk that faces other endangered flora and fauna by the impact of both white man & introduced species
- Identify a location for Nannup specific artefacts and memorabilia to be stored and renovated

Environment Objective:

Capture the distinction of the environment through documentation and identification of significant environmental assets in the locality of Nannup.

By 2021 we aim to:

- Document wildflowers, birds and flowers of the area
- Promote the flora & fauna in the Shire of Nannup
- Increase the planting of native flora in and around foreshore park, including the Single Men's Hut site

By 2024 we aim to:

- Complete the Significant Tree project
- Identify which trees are significant through the local planning scheme

Facilities & Infrastructure Objective:

To build the capacity of the local community through support of infrastructure and events through the community grants scheme.

By 2021 we aim to:

- Retain quality infrastructure to support regional and local events
- Build vibrancy in Nannup through support of local, regional and iconic community events

By 2024 we aim to:

- Sustain iconic events in Nannup through capacity building support
- Improved facilities to attract large events and increase access to power and parking

Tourism Objective:

For Nannup to be a world class tourism destination and offer quality visitor servicing and attract new tourism ventures to town.

By 2021 we aim to:

- Maintain quality visitor servicing through a contract negotiation with a local business
- Develop, in partnership with the community, quality visitor information in a digital format

- Attract new tourism attractions to support diversity in this sector

By 2024 we aim to:

- Develop a permanent exhibition space for the Thylacine, telling the story of the Nannup Tiger
- Have a stand-alone Trail Hub in the centre of town

To achieve the recommendations as a result of the Cultural Plan the implementation strategy will include collaboration with members of the community and Community Groups within the Shire of Nannup. These can include, but are not limited to:

- Local artists
- Nannup Arts Inc.
- Nannup Historical Society
- Local businesses
- Nannup Community Resource Centre
- Local youth
- Nannup District High School
- Friends of the Community House
- Nannup Music Club
- Donnelly River Village
- Friends of the Bibbulmun Track
- Friends of the Foreshore
- NCCI

The Shire of Nannup will seek to attract external funding opportunities to support the above recommendations.

Grant opportunities may include:

- Regional Arts Grant
- Lotterywest
- Tourism WA
- Regional Economic Development Grant
- Youth Grant
- ADF / STRIVE
- Natural Resource Management
- Other Community Grants
- State and Federal Grants

Budget:

The 2019 /2020 budget for the Cultural Plan Activities is \$2000, however the Shire Community Grant program has the opportunity to add value to other projects as they arise. Furthermore, Festivals attract Shire funds to support their growth and development, this is recommended to be retained for future budget expenditure. Community Grant Match funding and Economic Development expenditure can also support growth of projects mentioned in this document.



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COMMISSIONER OF MAIN ROADS

AND

SHIRE OF NANNUP

MEMORANDUM OF UNDERSTANDING

DELIVERY OF WORKS AND COORDINATION OF ACTIVITIES IN RESPECT OF

2160109 BROCKMAN HIGHWAY SLK0.00 TO 23.33

AS PART OF THE REGIONAL ROAD SAFETY PROGRAM

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1 PARTIES

THIS MEMORANDUM OF UNDERSTANDING is made this 11 day of June 2021

BETWEEN:

1. **COMMISSIONER OF MAIN ROADS** of Waterloo Crescent, East Perth, Western Australia (**Main Roads**)
2. SHIRE OF NANNUP of Address 15 ADAM STREET
NANNUP WESTERN AUSTRALIA 6275

2 BACKGROUND

2.1 General

In October 2020, the Commonwealth Government announced their intent to provide funding for the Regional Road Safety Program (RRSP). The Commonwealth is contributing 80% of the funding. The Western Australian Government is contributing the remaining 20%.

The aim of the RRSP is to roll out rapid and cost-effective life-saving road treatments in regional areas.

Timing of the RRSP is to stimulate the regional economy following economic losses resulting from the COVID-19 pandemic.

The Western Australian Government committed to providing approximately \$35 Million specifically for regional local government roads.

Funding for the entire RRSP will be in three tranches as identified below:

- A. Tranche 1 (T1). State roads only. To be delivered within the period 1 January 2021 to 30 June 2021.
- B. Tranche 2 (T2). State and Local roads. To be delivered within the period 1 July 2021 to 31 December 2021.
- C. Tranche 3 (T3). State and Local roads. To be delivered within the period 1 January 2022 – 30 June 2022.

In January 2021, Main Roads sought nominations from Local Government Authorities (LGA) for roads that:

- A. met criteria identified in the Main Roads *RRSP Guidelines – Local Roads* document (**the Guidelines**);
- B. are cost-effective; and
- C. are able to be delivered within the timeframes of T2 and T3, as nominated by the LGA.

LGAs submitted nominations in February 2021. Assessment and selection of LGA projects included in T2 and T3 were based upon, amongst other things, the following:

- A. Confirmation that the scope of the nominated Project met the Guidelines.
- B. Treatments stated were cost-effective; and
- C. Confirmation that the nominated Projects will be undertaken in their entirety within the nominated tranche.

This Memorandum governs the high-level principles upon which the funding and delivery of the RRSP are outlined.

The Parties intend to work cooperatively and in good faith to achieve the objectives set out in this Memorandum.

OPERATIVE PART

3 DEFINITIONS AND INTERPRETATION

3.1 Definitions

In this Memorandum, unless the context otherwise requires:

- A. **CEO** means the Chief Executive Officer of LGA.
- B. **Certificate of Completion** means a certificate provided to the Program Manager signed by the CEO of the LGA.
- C. **Completion Report** means a report completed by LGA within four weeks of the Project reaching Practical Completion. The Program Manager will provide the Completion Report format.
- D. **Cost breakdown** means a breakdown of all estimated, actual and forecast Project costs in the form and containing the information required by the Program Manager.
- E. **Fortnightly Report** means a fully completed fortnightly report provided in the form and containing the information required by the Program Manager.
- F. **Guidelines** means the *Main Roads RRSP Guidelines- Local Roads*.
- G. **LGA** means a Local Government Authority established by the *Local Government Act 1995 (WA)* and as identified in Clause 1, 2 of this Memorandum.
- H. **Memorandum** means this memorandum of understanding.
- I. **Program Manager** means the Main Roads representative identified from time to time as holding the position of RRSP Program Manager and responsible for the management of the RRSP.
- J. **Parties** mean Main Roads and the LGA.
- K. **Progress Payment Certificate** means a progress payment certificate signed by the CEO, certifying that expenditure on the Project has exceeded 40% of the approved Project budget.
- L. **Progress Report** means a fully completed monthly report provided in the form and containing the information required by the Program Manager.
- M. **Project** means the project nominated by LGA and approved by Main Roads as outlined in Annexure 1.
- N. **Project Management Plan** means a plan in relation to the management of the Project in the form and containing the information required by the Program Manager.
- O. **Road Project Grants** means a Road Project Grant under the State Roads Funds to Local Governments Agreement.

- P. **RRSP** means the Regional Road Safety Program.
- Q. **Schedule** means a schedule containing a timeline chart of the Project and other information provided in clause 4.2 (c) prepared by LGA and accepted by the Program Manager.
- R. **Scope of Works** means the drawings and written description in relation to the Project provided by the LGA and accepted by the Program Manager.
- S. **Tranche 2** means the period between 1 July 2021 and 31 December 2021, inclusive.
- T. **Tranche 3** means the period between 1 January 2022 and 30 June 2022, inclusive.

3.2 Interpretation

In this Memorandum, unless the context otherwise requires:

- A. references to this Memorandum or any other instrument include this Memorandum or other instrument as varied or replaced, and notwithstanding any change in the identity of the Parties;
- B. headings are inserted for ease of reference only and are to be ignored in construing this Memorandum;
- C. words indicating the singular include the plural and vice versa; and
- D. the words 'include', 'includes', 'including' and other words introducing one or more examples of a thing are not to be construed as words of limitation.

4 COMMENCEMENT DATE

The Parties agree that this Memorandum commences on the date of execution of this Memorandum.

5 PURPOSE OF THIS MEMORANDUM

The provisions of this Memorandum are intended to describe the manner and extent to which the Parties will facilitate the actions referred to in the Background of the Memorandum by providing for:

- A. accountability between the Parties;
- B. roles and responsibilities of the Parties;
- C. a mechanism of funding for the Project; and
- D. agreement on the Scope of the Works, Schedule and costs of the Project.

This Memorandum records the current understanding between the Parties and is a record of the Parties intentions in respect of the issues described in this Memorandum.

The Parties agree that this Memorandum is not contractually binding and that this Memorandum does not impose any legal liability or obligation on any State or Territory of Australia, any Minister of the Government of any State or Territory of Australia, the Parties or their respective employees and advisers.

The Parties agree that this Memorandum does not constitute any offer or invitation which is capable of acceptance.

6 PARTY RESPONSIBILITIES

6.1 Main Roads Responsibilities

Main Roads has the following responsibilities:

- A. Manage the overall RRSP.
- B. Provide funding for the Project.
- C. Undertake all communication between the State and Federal Government pertaining to the Project and RRSP, excluding communications required by LGA to manage delivery of the Project.
- D. Provide a template for the following:
 - (i) Project Management Plan;
 - (ii) Fortnightly Report; and
 - (iii) Progress Report.
- E. Undertake an independent evaluation to identify the safety performance of the Project and RRSP in line with State and Commonwealth post completion monitoring requirements as applicable.
- F. Undertake RRSP audits as necessary. These audits may also include Commonwealth Government audits that may be undertaken simultaneously or separately.

6.2 Local Government Authority Responsibilities

LGA has the following responsibilities:

- A. Develop a Project Management Plan that outlines how the LGA plans to manage the Project including, but not limited to:
 - (i) procurement plan (i.e. contract or in-house resources);
 - (ii) risk management;
 - (iii) quality management;
 - (iv) traffic management;
 - (v) safety management;

- (vi) environmental management;
 - (vii) time management;
 - (viii) cost management; and
 - (ix) scope management.
- B. Provide the Project Management Plan to the Program Manager for approval prior to final acceptance of the Project.
- C. As a part of the Project Management Plan, establish a baseline Schedule for the Project in the form advised by the Program Manager that identifies key milestones and tasks including the following:
- (i) design development;
 - (ii) tender issue, close and award;
 - (iii) possession of site;
 - (iv) commencement of construction activities on site;
 - (v) tasks and milestones for work elements; and
 - (vi) Practical Completion.
- D. Maintain the Schedule to update milestones and tasks to reflect actual and forecast activities and provide to the Program Manager on a fortnightly basis.
- E. As a part of the Project Management Plan, establish and maintain a Project cost report that identifies actual and forecast costs from Project commencement to completion in the form and containing any other information as advised by the Program Manager.
- F. Develop the design and works methodology of the Project, ensuring the application of good engineering practice so that the road is fit for purpose and outcomes achieve the aims of the RRSP.
- G. The design and methodology shall be provided to the Program Manager prior to commencement of works on site.
- H. Participate and provide assistance as necessary to the safety performance of the Project.
- I. Participate and fully comply with State and Commonwealth audits, as applicable.
- J. Fully deliver the Project within the nominated tranche (Tranche 2 or Tranche 3).
- K. Assign a project manager and provide contact details, including replacement or alternatives during periods of absence of the project manager.
- L. Provide Fortnightly Reports.
- M. Immediately advise the Program Manager of any events that may give rise to a delay in completion of works beyond the appropriate tranche (Tranche 2 or Tranche 3), including planned actions to return the Project to the approved Schedule.

- N. Within four weeks of achieving Practical Completion of the Project, verify all costs on the Project by provision of a duly certified project ledger and provide the certified project ledger to the Program Manager.

7 FUNDING AND PAYMENT

Main Roads may provide funding up to the maximum amount identified in the Project. (see Annexure 1).

Payments determined to be made will be provided through the relevant Main Roads Regional office on the same basis as Road Project Grants and in line with the following:

- A. 40% of Project budget on commencement of works on site.
- B. 40% of Project budget on receipt of a Progress Payment Certificate.
- C. 20% of Project budget on the submission of a Certificate of Completion.

Payment of the first milestone is contingent upon procurement and works activities being completed in accordance with the Schedule and Project Management Plan.

- A. Payments may be made by Main Roads when the Main Roads Program Manager is satisfied that the relevant milestones and tasks associated with procurement, award and possession of site have been met.
- B. Where Main Roads has made a determination to pay, it will pay within 20 working days of receipt of the certificates referred to in 5(b).

8 ACCEPTABLE RRSP TREATMENTS

The following RRSP treatments are acceptable for funding:

- A. Prepare (rework) and seal existing unsealed shoulders using a spray seal.
- B. Installation of audible edge lines on all roads where the total sealed surface width is seven metres or greater.
- C. Complimentary centre lines on all roads where the total sealed surface width is seven metres or greater.

9 RRSP SAFETY STANDARDS

The LGA shall include and demonstrate to Main Roads the following road safety measures are incorporated in the Project to AS1742.2-2009: Manual of Uniform Traffic Control Devices, Part 2: Traffic Control Devices for General Use, if applicable:

- A. Curve warning signs.
- B. Replacement or new guideposts.

- C. Chevron Alignment Markers, if required.
- D. Other traffic control devices.

10 RESTRICTIONS

The following restrictions are to be noted:

- A. Works are to be restricted to the locations described as the Project and referred to in Annexure 1.
- B. The LGA acknowledges that regardless of whether Main Roads accepts or approves the scope, methodologies materials and all other things incorporated in the Project, responsibility for the Project, and outcomes and post completion activities, remain the responsibility of the LGA.

11 NO LEGAL RELATIONSHIP CREATED

Nothing in this Memorandum is intended to create a relationship of employment, partnership, joint venture or agency between the Parties and nothing in this Memorandum will be deemed to have created such a relationship.

12 OTHER OBLIGATIONS NOT AFFECTED

Nothing in this Memorandum shall restrict or otherwise fetter the discretion of the LGA in the lawful exercise of any of its functions and powers as a LGA.

Nothing in this Memorandum affects the Parties obligations to comply with any obligations imposed by law or any contract.

13 WITHDRAWAL FROM THIS MEMORANDUM

The Parties agree that either Party may withdraw from this Memorandum if:

- A. The LGA fails to meet milestones and tasks associated with procurement, award and possession of site; and
- B. Main Roads reasonably believes that such a failure will result in the LGA not meeting the completion dates of the respective tranches.

14 GOVERNING LAW AND JURISDICTION

This Memorandum is governed by the laws of Western Australia and the Commonwealth of Australia.

15 AMENDMENT

This Memorandum shall not be altered except with the written consent of the Parties.

16 SIGNATURE PAGE [LGA NAME]

EXECUTED as a memorandum of understanding this 11 day of JUNE 2021

Signed for and on behalf of the LGA
by an Officer of the LGA duly authorised
by the LGA pursuant to the Constitution of
the LGA.



Witness Signature

KIM MARIO DOLZADELLI

Print Name

15 ADAM STREET NANNUP WA 6275

Address

LOCAL GOVERNMENT OFFICER

Occupation


Signature of Duly Authorised Officer

JONATHAN MICHAEL JONES

Print Name

MANAGER INFRASTRUCTURE

Position held

17 SIGNATURE PAGE [MAIN ROADS]

EXECUTED as a memorandum of understanding this ____ day of _____ 2021

SIGNED for and on behalf of the

COMMISSIONER OF MAIN ROADS:

Signature of Duly Authorised Officer

Witness Signature

Print Name

Print Name

Position held

Address

Occupation

ATTACHMENT 1 – NOMINATION FORM

**NOMINATION FORM
REGIONAL ROAD SAFETY PROGRAM
LOCAL GOVERNMENT ROADS**

1. Nomination Tranche	2 (1 July 2021 – 31 December 2021) or 3 (1 Jan 2022 – 30 Jun 2022)		
2. Local Government	SHIRE OF NANNUP		
3. Road Name and Number	2160109 BROCKMAN HIGHWAY		
4. Project Description of works	Include typical cross section showing: formation width, existing seal width, proposed seal width, lane and shoulder widths		
5. Project SLK's	0.00 to 23.33		
6. Treatments to be applied	PREPARE / REWORK AND SEAL EXISTING UNSEALED SHOULDERS + AUDIBLE LINE MARKING		
7. Project Location (map)	ATTACHED		
8. Project Deliverables	1. IMPROVE ROAD SAFETY 2. IMPROVE TRAFFIC MANAGEMENT 3. ROAD WIDTH INCREASE		
9. Proposed start date	15 JAN 2022	10. Proposed completion date	30 JUNE 2022
11. Project Cost	\$2035 776		
12. Cost per km	\$87260		
13. Current requirement (this program)	\$1728976		
Current requirement (other funds)	\$306800		
Other funding type:	ROADS TO RECOVERY		
14. Delivery mechanism:	<u>Local Government</u> , LG managed Contract or Main Roads managed contract		
15. Number of jobs created	- SUPPORTING LETTER ATTACHED		
16. Evidence of shovel ready and ability to complete within the time period	- SUPPORT LETTER		
17. Additional Comments	- SUPPORT LETTER ATTACHED		
18. LGA Contact Details			

Name	JONATHAN JONES
Position	MANAGER INFRASTRUCTURE
Contact email	jonathan.jones@na
Address	ADAM STREET NANNUP WA 6275
Phone	089756 1018

PLEASE FORWARD NOMINATION TO BUDGET AND PROGRAM MANAGEMENT BRANCH

*When submitting your application, please ensure all points are addressed. Include: Locality map showing start and finish SLKs, typical cross sections, photos showing existing formation components, cost estimate

Signoff : CEO



**Shire of Nannup
Works Costing Estimate**

Project - Brockman Hwy (Bridgetown - Nannup Road) Shoulders
Description Proposed Works - Prepare/Re-Work and Seal Existing Unsealed Shoulders

JOB NUMBER:

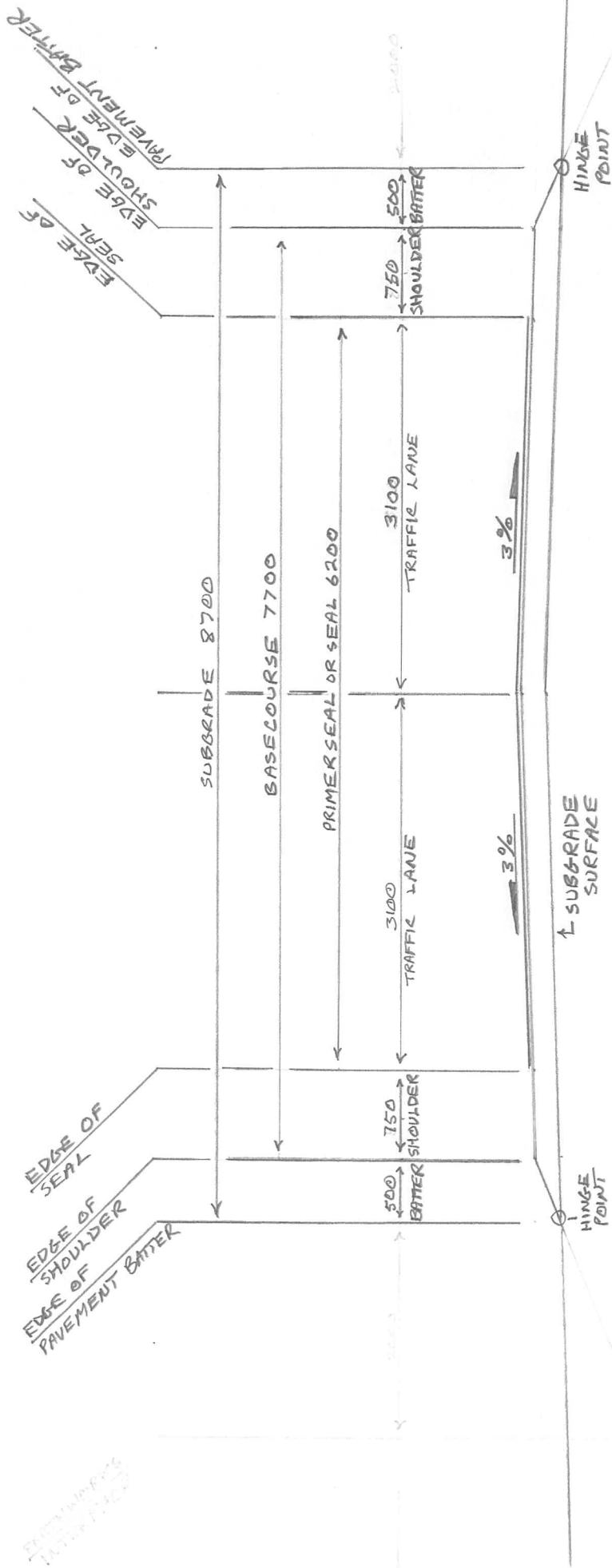
	Hrs	\$ Rate	Hrs	* 1.5	hrs	*2	Total	Overheads	BUDGET
Labourer									
Operations									
Supervisor (Works)		90.00	0	135.00		180.00	\$ -	\$ -	\$ -
									\$ -
Works									
Plant Operator (Loader)	945	52.87					\$ 49,962.15	\$ -	\$ 49,962.15
Plant Operator(Lhand) (Grader)	765	59.05					\$ 45,173.25	\$ -	\$ 45,173.25
Plant Operator (Fuso)	945	50.21					\$ 47,448.45	\$ -	\$ 47,448.45
Plant Operator (Scania Prime Mover)	765	50.21					\$ 38,410.65	\$ -	\$ 38,410.65
Plant Operator (Crane Truck)	180	51.81					\$ 9,325.80	\$ -	\$ 9,325.80
Plant Operator (Service Truck)	135	59.05					\$ 7,971.75	\$ -	\$ 7,971.75
Operator (Water Cart)	765	50.21					\$ 38,410.65	\$ -	\$ 38,410.65
Plant Operator (Backhoe)	765	51.80					\$ 39,627.00	\$ -	\$ 39,627.00
Operator (Flat Drum Roller)	765	50.21					\$ 38,410.65	\$ -	\$ 38,410.65
Operator (Hire Plant)	765	50.21					\$ 38,410.65	\$ -	\$ 38,410.65
Operator Traffic x 3		50.21					\$ -	\$ -	\$ -
Operator (Ute)	135	50.21					\$ 6,778.35	\$ -	\$ 6,778.35
							#####	\$ -	\$ 359,929.35

	Hrs	\$ Rate	Description	BUDGET
Plant & Machinery (incl Fuel)				
Utilities				
Supervisor(Ute)		15.80	Included	\$ -
Ute	135	15.80	Drainage	\$ 2,133.00
				\$ -
Trucks				
Water Cart P254	540	44.40		\$ 23,976.00
Crane Truck P259	180	10.60		\$ 1,908.00
Service Truck P258	135	10.60		\$ 1,431.00
6 Wheel Tipper - Fuso P315	945	44.40		\$ 41,958.00
Prime Mover & Side Tipper	765	44.40		\$ 33,966.00
Rollers / Compactors				
Flat Drum Roller Ham P65	765	57.90		\$ 44,293.50
Multi Tyre Roller Ammann P619	765	25.50		\$ 19,507.50
				\$ -
Loaders / Excavators / Dozers				
Backhoe P559	540	20.80		\$ 11,232.00
Loaders P81	945	22.30		\$ 21,073.50
Komatsu Grader P404	540	54.30		\$ 29,322.00
John Deere Grader P56	0	54.30		\$ -
Pedestrian Roller	0		Day Rate	\$ -
Hire Skid Steer Loader	540	30.00	Per Day Rate	\$ 16,200.00
				\$ 247,000.50

	Unit	\$ Rate	Unit	Description	BUDGET
Materials					
Roads					
Emulsion	0	1.80	S/ltr	Tack coat	\$ -
Aggregate, 7mm	0	42.80	S/t		\$ -
Asphalt	0	300.00	S/t	25mm	\$ -
Gravel(Delivered to onsite stockpile)	13839.5	27.00	S/t	Supplied from Quarry to onsite stockpile	\$ 373,666.50
Laterite Rock	0	25.00	S/t	Supplied from Quarry - rock pitching	\$ -
Asphalt per m2	0	77.00	S/m2		\$ -
Concrete	0	450.00	S/m3		\$ -
Pavers(Grandpave 60 Granite)	0	657.36	pallet		\$ -
Pavers (Pebble Beach 60)	0	2675.00	pallet	Includes pallet deposit and delivery	\$ -
Bricks	0	2431.82	S/dltr		\$ -
Cement Stabilised Sand	0	350.00	S/m3		\$ -
Draincoil	0	165.00	S/m		\$ -
375mm dia RCP	0	184.50	each		\$ -
Guideposts	0	30.00	each		\$ -
450mm dia RCP	48	134.36	S/m		\$ 6,449.28
Sand(Drainage)	0	20.00	S/m2		\$ -
Sand(Paving)	0	220.00	each	Semi Loads	\$ -
Limestone Screened 0 - 40mm	1000	34.55	S/t	Supplied from Quarry	\$ 34,550.00
Grated Gully Pit	0	420.00	each		\$ -
Geofab	0	2000.00	each		\$ -
					\$ 414,665.78

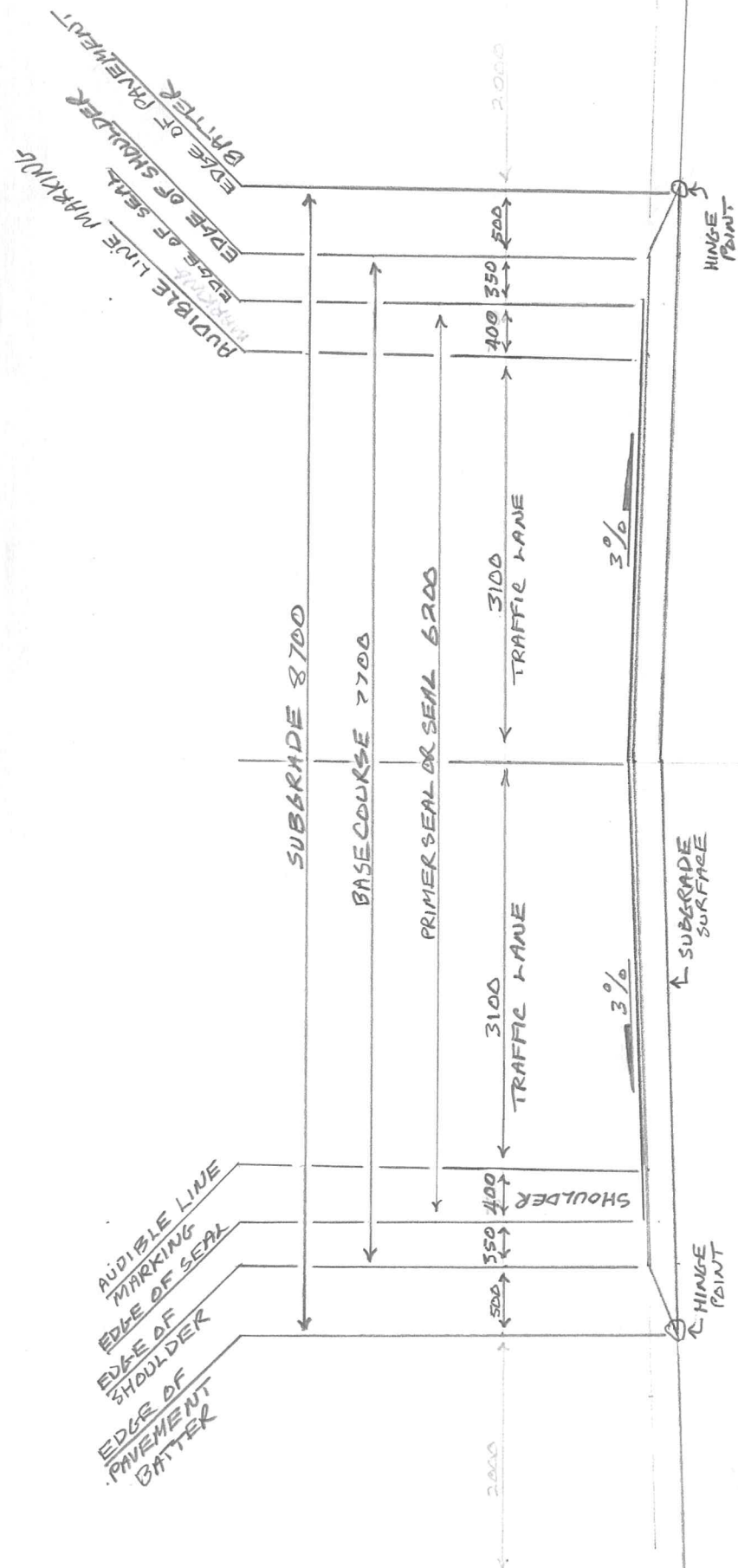
	item	\$ Rate	Unit	Description	BUDGET
Contractors					
Drainage	0.00	60000.00	1		\$ -
Kerbing	0.00	22.00	l/m		\$ -
Concreter (Footings)	0.00	1456.40	ea		\$ -
Brick Works	0.00	2545.45	ea		\$ -
Brick Rendering	0.00	2818.18	ea		\$ -
TMP	2.00	450.00	item		\$ 900.00
Paver Laying	0.00	50.00	m/2		\$ -
Transport (Bricks)	0.00	300.00	pallet		\$ -
Traffic Control VMB	0.00	120.00	p/hr		\$ -
Traffic Control & Management	990.00	184.00	p/hr	Shire Works - CLEARING	\$ 182,160.00
Traffic Control & Management	990.00	184.00	p/hr	Contractor works - Stump Removal/Drainage Culverts	\$ 182,160.00
Waste Disposal	0.00	0.00	p/lead		\$ -
Underground Services Detection/L	0.00	120.00	hr		\$ -
Bitumen Seal7mm	18664.00	6.89	m/2		\$ 128,594.96
Primer Seal7mm	18664.00	6.89	m/2		\$ 128,594.96
Asphalt Seal	0.00	16.45	m/2		\$ -
Arborist	20.00	8373.00	day	Tree Felling	\$ 167,460.00
Excavator Hire	180.00	200.00	p/hr	Stump removal	\$ 36,000.00
Construction Design/GIS	1.00	25000.00	1		\$ 25,000.00
Line Marking with audible edge f	46660.00	3.50	l/m	Road and Traffic Services - verbal estimate	\$ 163,310.00
					\$ 1,014,179.92

Labour	\$ 359,929.35
Labour Overhead	\$ -
Plant & Machinery	\$ 247,000.50
Materials	\$ 414,665.78
Contractors	\$ 1,014,179.92
Sub Total	\$ 2,035,775.55
minus Road To Recovery Funds	\$ (306,800.00)
Total	\$ 1,728,975.55



CROSS SECTION - SCALE 1:5

BROCKMAN HIGHWAY RD 2160109
 EXISTING - WITHOUT SEALED SHOULDER



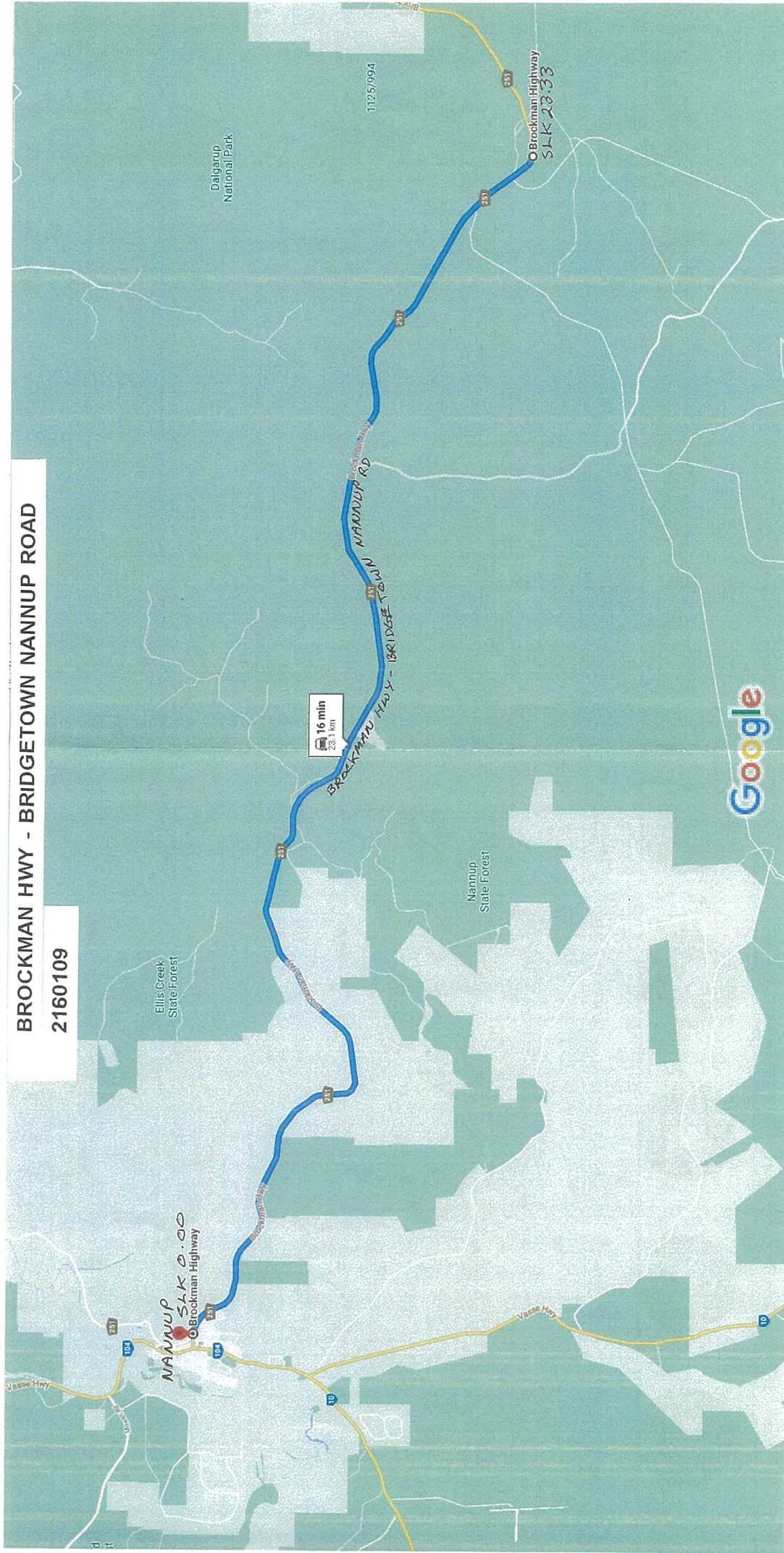
CROSS SECTION
SCALE 1:5

BROCKMAN HIGHWAY ROAD 2160109
WITH SEALED SHOULDER & AUDIBLE LINE
MARKING

EMERSON
INTERSTATE

Brockman Hwy, Wandillup WA 6256 to Brockman Hwy, Nannup WA 6275

Drive 23.1 km, 16 min



Map data ©2021 Google



via Brockman Hwy

16 min

Craig Forster
Program Manager, Road Safety Program
Budget and Program Management
Main Roads Western Australia
PO Box 6202
East Perth WA 6892

Attention: Craig Forster

NOMINATION FORM REGIONAL ROAD SAFETY PROGRAM LOCAL GOVERNMENT ROADS – SHIRE OF NANNUP (BROCKMAN HIGHWAY 2160109)

Dear Craig,

The Shire of Nannup nominates Brockman Highway (Bridgetown/Nannup Road) 2160109 for the Regional Road Safety Program – Local Government Roads.

This is a follow up letter outlining our shovel readiness and ability to carry out this project as outlined and cost estimated within the time frames required.

In respect to Items required to be addressed on the nomination form:

Item 15. Number of jobs created – The Shire of Nannup currently maintains a Works Department work force of 13 fulltime employees with 8 primarily engaged in road improvement/maintenance.

To enable the Shire to continue supporting its current workforce funding of road projects within the Shire is very important to us. The success of this nomination will enhance our position and guarantee continued employment of our current workforce, administration staff and potentially allow further employment opportunity within the Shire of Nannup.

Item 16. Evidence of shovel ready and ability to complete within the time frame –

As outlined above 8 fulltime employees with excellent operator skills and supporting administration and supervising staff.

- 1 x Komatsu Road Grader with attached compaction roller
- 1 x John Deere Road Grader
- 1 x Fuso 6 Wheeler Truck and Trailer
- 1 x Scania Prime Mover with Side Tipper
- 1 x 13,000 litre Water Truck
- 1 x Volvo Bucket Loader
- 1 x Cat Backhoe
- 1 x Dual Cab Service Truck
- 1 x Single Cab Crane Truck with tipper
- Fleet of Dual Cab Hilux 4 x 4 Utes



Various small machinery and hand tools for road works
Ability and availability of Hire equipment and plant as required
Access to Road Base Gravel at required tonnage

Item 17. Additional comments. The improvement by widening and sealing with the addition of Audible line marking for this nominated road will without doubt improve road safety on these roads for all residents, visitors, the transport and agriculture industry, truck operators, school buses, tourists and other road users in the Shire of Nannup.

Thank you and kind regards
Jonathan Jones



Jon Jones
Manager of Infrastructure



15 Adam Street . PO Box 11 Nannup WA 6275

P: 9756 1018 . F: 9756 1275.

www.nannup.wa.gov.au



Attachment 12.6.2

COMMISSIONER OF MAIN ROADS

AND

SHIRE OF NANNUP

MEMORANDUM OF UNDERSTANDING

DELIVERY OF WORKS AND COORDINATION OF ACTIVITIES IN RESPECT OF

2160047 MOWEN ROAD SLK0.00 TO 22.137

AS PART OF THE REGIONAL ROAD SAFETY PROGRAM

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17	SIGNATURE PAGE [MAIN ROADS]	12

1 PARTIES

THIS MEMORANDUM OF UNDERSTANDING is made this 11 day of June 2021

BETWEEN:

1. **COMMISSIONER OF MAIN ROADS** of Waterloo Crescent, East Perth, Western Australia (**Main Roads**)
2. SHIRE OF NANNUP of Address 15 ADAM STREET
NANNUP WESTERN AUSTRALIA 6275

2 BACKGROUND

2.1 General

In October 2020, the Commonwealth Government announced their intent to provide funding for the Regional Road Safety Program (RRSP). The Commonwealth is contributing 80% of the funding. The Western Australian Government is contributing the remaining 20%.

The aim of the RRSP is to roll out rapid and cost-effective life-saving road treatments in regional areas.

Timing of the RRSP is to stimulate the regional economy following economic losses resulting from the COVID-19 pandemic.

The Western Australian Government committed to providing approximately \$35 Million specifically for regional local government roads.

Funding for the entire RRSP will be in three tranches as identified below:

- A. Tranche 1 (T1). State roads only. To be delivered within the period 1 January 2021 to 30 June 2021.
- B. Tranche 2 (T2). State and Local roads. To be delivered within the period 1 July 2021 to 31 December 2021.
- C. Tranche 3 (T3). State and Local roads. To be delivered within the period 1 January 2022 – 30 June 2022.

In January 2021, Main Roads sought nominations from Local Government Authorities (LGA) for roads that:

- A. met criteria identified in the Main Roads *RRSP Guidelines – Local Roads* document (**the Guidelines**);
- B. are cost-effective; and
- C. are able to be delivered within the timeframes of T2 and T3, as nominated by the LGA.

LGAs submitted nominations in February 2021. Assessment and selection of LGA projects included in T2 and T3 were based upon, amongst other things, the following:

- A. Confirmation that the scope of the nominated Project met the Guidelines.
- B. Treatments stated were cost-effective; and
- C. Confirmation that the nominated Projects will be undertaken in their entirety within the nominated tranche.

This Memorandum governs the high-level principles upon which the funding and delivery of the RRSP are outlined.

The Parties intend to work cooperatively and in good faith to achieve the objectives set out in this Memorandum.

OPERATIVE PART

3 DEFINITIONS AND INTERPRETATION

3.1 Definitions

In this Memorandum, unless the context otherwise requires:

- A. **CEO** means the Chief Executive Officer of LGA.
- B. **Certificate of Completion** means a certificate provided to the Program Manager signed by the CEO of the LGA.
- C. **Completion Report** means a report completed by LGA within four weeks of the Project reaching Practical Completion. The Program Manager will provide the Completion Report format.
- D. **Cost breakdown** means a breakdown of all estimated, actual and forecast Project costs in the form and containing the information required by the Program Manager.
- E. **Fortnightly Report** means a fully completed fortnightly report provided in the form and containing the information required by the Program Manager.
- F. **Guidelines** means the Main Roads *RRSP Guidelines- Local Roads*.
- G. **LGA** means a Local Government Authority established by the *Local Government Act 1995 (WA)* and as identified in Clause 1, 2 of this Memorandum.
- H. **Memorandum** means this memorandum of understanding.
- I. **Program Manager** means the Main Roads representative identified from time to time as holding the position of RRSP Program Manager and responsible for the management of the RRSP.
- J. **Parties** mean Main Roads and the LGA.
- K. **Progress Payment Certificate** means a progress payment certificate signed by the CEO, certifying that expenditure on the Project has exceeded 40% of the approved Project budget.
- L. **Progress Report** means a fully completed monthly report provided in the form and containing the information required by the Program Manager.
- M. **Project** means the project nominated by LGA and approved by Main Roads as outlined in Annexure 1.
- N. **Project Management Plan** means a plan in relation to the management of the Project in the form and containing the information required by the Program Manager.
- O. **Road Project Grants** means a Road Project Grant under the State Roads Funds to Local Governments Agreement.

- P. **RRSP** means the Regional Road Safety Program.
- Q. **Schedule** means a schedule containing a timeline chart of the Project and other information provided in clause 4.2 (c) prepared by LGA and accepted by the Program Manager.
- R. **Scope of Works** means the drawings and written description in relation to the Project provided by the LGA and accepted by the Program Manager.
- S. **Tranche 2** means the period between 1 July 2021 and 31 December 2021, inclusive.
- T. **Tranche 3** means the period between 1 January 2022 and 30 June 2022, inclusive.

3.2 Interpretation

In this Memorandum, unless the context otherwise requires:

- A. references to this Memorandum or any other instrument include this Memorandum or other instrument as varied or replaced, and notwithstanding any change in the identity of the Parties;
- B. headings are inserted for ease of reference only and are to be ignored in construing this Memorandum;
- C. words indicating the singular include the plural and vice versa; and
- D. the words 'include', 'includes', 'including' and other words introducing one or more examples of a thing are not to be construed as words of limitation.

4 COMMENCEMENT DATE

The Parties agree that this Memorandum commences on the date of execution of this Memorandum.

5 PURPOSE OF THIS MEMORANDUM

The provisions of this Memorandum are intended to describe the manner and extent to which the Parties will facilitate the actions referred to in the Background of the Memorandum by providing for:

- A. accountability between the Parties;
- B. roles and responsibilities of the Parties;
- C. a mechanism of funding for the Project; and
- D. agreement on the Scope of the Works, Schedule and costs of the Project.

This Memorandum records the current understanding between the Parties and is a record of the Parties intentions in respect of the issues described in this Memorandum.

The Parties agree that this Memorandum is not contractually binding and that this Memorandum does not impose any legal liability or obligation on any State or Territory of Australia, any Minister of the Government of any State or Territory of Australia, the Parties or their respective employees and advisers.

The Parties agree that this Memorandum does not constitute any offer or invitation which is capable of acceptance.

6 PARTY RESPONSIBILITIES

6.1 Main Roads Responsibilities

Main Roads has the following responsibilities:

- A. Manage the overall RRSP.
- B. Provide funding for the Project.
- C. Undertake all communication between the State and Federal Government pertaining to the Project and RRSP, excluding communications required by LGA to manage delivery of the Project.
- D. Provide a template for the following:
 - (i) Project Management Plan;
 - (ii) Fortnightly Report; and
 - (iii) Progress Report.
- E. Undertake an independent evaluation to identify the safety performance of the Project and RRSP in line with State and Commonwealth post completion monitoring requirements as applicable.
- F. Undertake RRSP audits as necessary. These audits may also include Commonwealth Government audits that may be undertaken simultaneously or separately.

6.2 Local Government Authority Responsibilities

LGA has the following responsibilities:

- A. Develop a Project Management Plan that outlines how the LGA plans to manage the Project including, but not limited to:
 - (i) procurement plan (i.e. contract or in-house resources);
 - (ii) risk management;
 - (iii) quality management;
 - (iv) traffic management;
 - (v) safety management;

- (vi) environmental management;
 - (vii) time management;
 - (viii) cost management; and
 - (ix) scope management.
- B. Provide the Project Management Plan to the Program Manager for approval prior to final acceptance of the Project.
- C. As a part of the Project Management Plan, establish a baseline Schedule for the Project in the form advised by the Program Manager that identifies key milestones and tasks including the following:
- (i) design development;
 - (ii) tender issue, close and award;
 - (iii) possession of site;
 - (iv) commencement of construction activities on site;
 - (v) tasks and milestones for work elements; and
 - (vi) Practical Completion.
- D. Maintain the Schedule to update milestones and tasks to reflect actual and forecast activities and provide to the Program Manager on a fortnightly basis.
- E. As a part of the Project Management Plan, establish and maintain a Project cost report that identifies actual and forecast costs from Project commencement to completion in the form and containing any other information as advised by the Program Manager.
- F. Develop the design and works methodology of the Project, ensuring the application of good engineering practice so that the road is fit for purpose and outcomes achieve the aims of the RRSP.
- G. The design and methodology shall be provided to the Program Manager prior to commencement of works on site.
- H. Participate and provide assistance as necessary to the safety performance of the Project.
- I. Participate and fully comply with State and Commonwealth audits, as applicable.
- J. Fully deliver the Project within the nominated tranche (Tranche 2 or Tranche 3).
- K. Assign a project manager and provide contact details, including replacement or alternatives during periods of absence of the project manager.
- L. Provide Fortnightly Reports.
- M. Immediately advise the Program Manager of any events that may give rise to a delay in completion of works beyond the appropriate tranche (Tranche 2 or Tranche 3), including planned actions to return the Project to the approved Schedule.

- N. Within four weeks of achieving Practical Completion of the Project, verify all costs on the Project by provision of a duly certified project ledger and provide the certified project ledger to the Program Manager.

7 FUNDING AND PAYMENT

Main Roads may provide funding up to the maximum amount identified in the Project. (see Annexure 1).

Payments determined to be made will be provided through the relevant Main Roads Regional office on the same basis as Road Project Grants and in line with the following:

- A. 40% of Project budget on commencement of works on site.
- B. 40% of Project budget on receipt of a Progress Payment Certificate.
- C. 20% of Project budget on the submission of a Certificate of Completion.

Payment of the first milestone is contingent upon procurement and works activities being completed in accordance with the Schedule and Project Management Plan.

- A. Payments may be made by Main Roads when the Main Roads Program Manager is satisfied that the relevant milestones and tasks associated with procurement, award and possession of site have been met.
- B. Where Main Roads has made a determination to pay, it will pay within 20 working days of receipt of the certificates referred to in 5(b).

8 ACCEPTABLE RRSP TREATMENTS

The following RRSP treatments are acceptable for funding:

- A. Prepare (rework) and seal existing unsealed shoulders using a spray seal.
- B. Installation of audible edge lines on all roads where the total sealed surface width is seven metres or greater.
- C. Complimentary centre lines on all roads where the total sealed surface width is seven metres or greater.

9 RRSP SAFETY STANDARDS

The LGA shall include and demonstrate to Main Roads the following road safety measures are incorporated in the Project to AS1742.2-2009: Manual of Uniform Traffic Control Devices, Part 2: Traffic Control Devices for General Use, if applicable:

- A. Curve warning signs.
- B. Replacement or new guideposts.

- C. Chevron Alignment Markers, if required.
- D. Other traffic control devices.

10 RESTRICTIONS

The following restrictions are to be noted:

- A. Works are to be restricted to the locations described as the Project and referred to in Annexure 1.
- B. The LGA acknowledges that regardless of whether Main Roads accepts or approves the scope, methodologies materials and all other things incorporated in the Project, responsibility for the Project, and outcomes and post completion activities, remain the responsibility of the LGA.

11 NO LEGAL RELATIONSHIP CREATED

Nothing in this Memorandum is intended to create a relationship of employment, partnership, joint venture or agency between the Parties and nothing in this Memorandum will be deemed to have created such a relationship.

12 OTHER OBLIGATIONS NOT AFFECTED

Nothing in this Memorandum shall restrict or otherwise fetter the discretion of the LGA in the lawful exercise of any of its functions and powers as a LGA.

Nothing in this Memorandum affects the Parties obligations to comply with any obligations imposed by law or any contract.

13 WITHDRAWAL FROM THIS MEMORANDUM

The Parties agree that either Party may withdraw from this Memorandum if:

- A. The LGA fails to meet milestones and tasks associated with procurement, award and possession of site; and
- B. Main Roads reasonably believes that such a failure will result in the LGA not meeting the completion dates of the respective tranches.

14 GOVERNING LAW AND JURISDICTION

This Memorandum is governed by the laws of Western Australia and the Commonwealth of Australia.

15 AMENDMENT

This Memorandum shall not be altered except with the written consent of the Parties.

16 SIGNATURE PAGE [LGA NAME]

EXECUTED as a memorandum of understanding this 11 day of JUNE 2021

Signed for and on behalf of the LGA
by an Officer of the LGA duly authorised
by the LGA pursuant to the Constitution of
the LGA.



Witness Signature

KIM MARIO DOLZADELLI

Print Name

15 ADAM STREET NANNUP WA 6275

Address

LOCAL GOVERNMENT OFFICER

Occupation



Signature of Duly Authorised Officer

JONATHAN MICHAEL JONES

Print Name

MANAGER INFRASTRUCTURE

Position held

17 SIGNATURE PAGE [MAIN ROADS]

EXECUTED as a memorandum of understanding this ____ day of _____ 2021

SIGNED for and on behalf of the

COMMISSIONER OF MAIN ROADS:

Signature of Duly Authorised Officer

Witness Signature

Print Name

Print Name

Position held

Address

Occupation

ANNEXURE 1 – NOMINATED PROJECT

ATTACHMENT 1 – NOMINATION FORM

**NOMINATION FORM
REGIONAL ROAD SAFETY PROGRAM
LOCAL GOVERNMENT ROADS**

1. Nomination Tranche	2 (1 July 2021 – 31 December 2021) or <u>3 (1 Jan 2022 – 30 Jun 2022)</u>	
2. Local Government	SHIRE OF NANNUP	
3. Road Name and Number	MOWEN ROAD 2160047	
4. Project Description of works	Include typical cross section showing: formation width, existing seal width, proposed seal width, lane and shoulder widths	
5. Project SLK's	<u>0.00</u> to <u>22.137</u>	
6. Treatments to be applied	PREPARE / RE-WORK AND SEAL EXISTING UN-SEALED SHOULDERS + AUDIBLE LINE MARKING	
7. Project Location (map)	ATTACHED	
8. Project Deliverables	1. IMPROVE ROAD SAFETY 2. IMPROVE TRAFFIC MANAGEMENT 3. ROAD WITH INCREASE	
9. Proposed start date	1 JAN 2022	10. Proposed completion date
11. Project Cost	\$1,488,013	
12. Cost per km	\$67,218	
13. Current requirement (this program)	\$ 1,488,013	
Current requirement (other funds)	\$ 0	
Other funding type:	NONE	

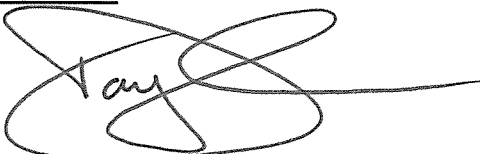
14. Delivery mechanism: Local Government , LG managed Contract or Main Roads managed contract
15. Number of jobs created - ATTACHED LETTER
16. Evidence of shovel ready and ability to complete within the time period - ATTACHED LETTER
17. Additional Comments - ATTACHED LETTER
18. LGA Contact Details

Name	JONATHAN JONES
Position	MANAGER INFRASTRUCTURE
Contact email	jonathan.jones@nannup.wa.gov.au
Address	ADAM STREET NANNUP 6275 WA
Phone	08 9756 1018

PLEASE FORWARD NOMINATION TO BUDGET AND PROGRAM MANAGEMENT BRANCH

*When submitting your application, please ensure all points are addressed. Include: Locality map showing start and finish SLKs, typical cross sections, photos showing existing formation components, cost estimate

Signoff : CEO



Craig Forster
Program Manager, Road Safety Program
Budget and Program Management
Main Roads Western Australia
PO Box 6202
East Perth WA 6892

Attention: Craig Forster

NOMINATION FORM REGIONAL ROAD SAFETY PROGRAM LOCAL GOVERNEMENT ROADS – SHIRE OF NANNUP (MOWEN ROAD 2160047)

Dear Craig,

The Shire of Nannup nominates Mowen Road 2160047 for the Regional Road Safety Program – Local Government Roads.

This is a follow up letter outlining our shovel readiness and ability to carry out this project as outlined and cost estimated within the time frames required.

In respect to Items required to be addressed on the nomination form:

Item 15. Number of jobs created – The Shire of Nannup currently maintains a Works Department work force of 13 fulltime employees with 8 primarily engaged in road improvement/maintenance. To enable the Shire to continue supporting its current workforce funding of road projects within the Shire is very important to us. The success of this nomination will enhance our position and guarantee continued employment of our current workforce, administration staff and potentially allow further employment opportunity within the Shire of Nannup.

Item 16. Evidence of shovel ready and ability to complete within the time frame –

As outlined above 8 fulltime employees with excellent operator skills and supporting administration and supervising staff.

1 x Komatsu Road Grader with attached compaction roller
1 x John Deere Road Grader
1 x Fuso 6 Wheeler Truck and Trailer
1 x Scania Prime Mover with Side Tipper
1 x 13,000 litre Water Truck
1 x Volvo Bucket Loader
1 x Cat Backhoe
1 x Dual Cab Service Truck
1 x Single Cab Crane Truck with tipper
Fleet of Dual Cab Hilux 4 x 4 Utes

Various small machinery and hand tools for road works
Ability and availability of Hire equipment and plant as required
Access to Road Base Gravel at required tonnage

Item 17. Additional comments. The improvement by widening and sealing with the addition of Audible line marking for this nominated road will without doubt improve road safety on these roads for all residents, visitors, the transport and agriculture industry, truck operators, school buses, tourists and other road users in the Shire and outside of the Shire of Nannup.

Thank you and kind regards
Jonathan Jones



Jon Jones
Manager of Infrastructure



15 Adam Street . PO Box 11 Nannup WA 6275

P: 9756 1018 . F: 9756 1275.

www.nannup.wa.gov.au

**Shire of Nannup
Works Costing Estimate**

Project - Mowen Road Shoulders SLK 0.00 to 22.137
Description Proposed Works - Prepare/Re-Work and Seal Existing Unsealed Shoulders

JOB NUMBER:

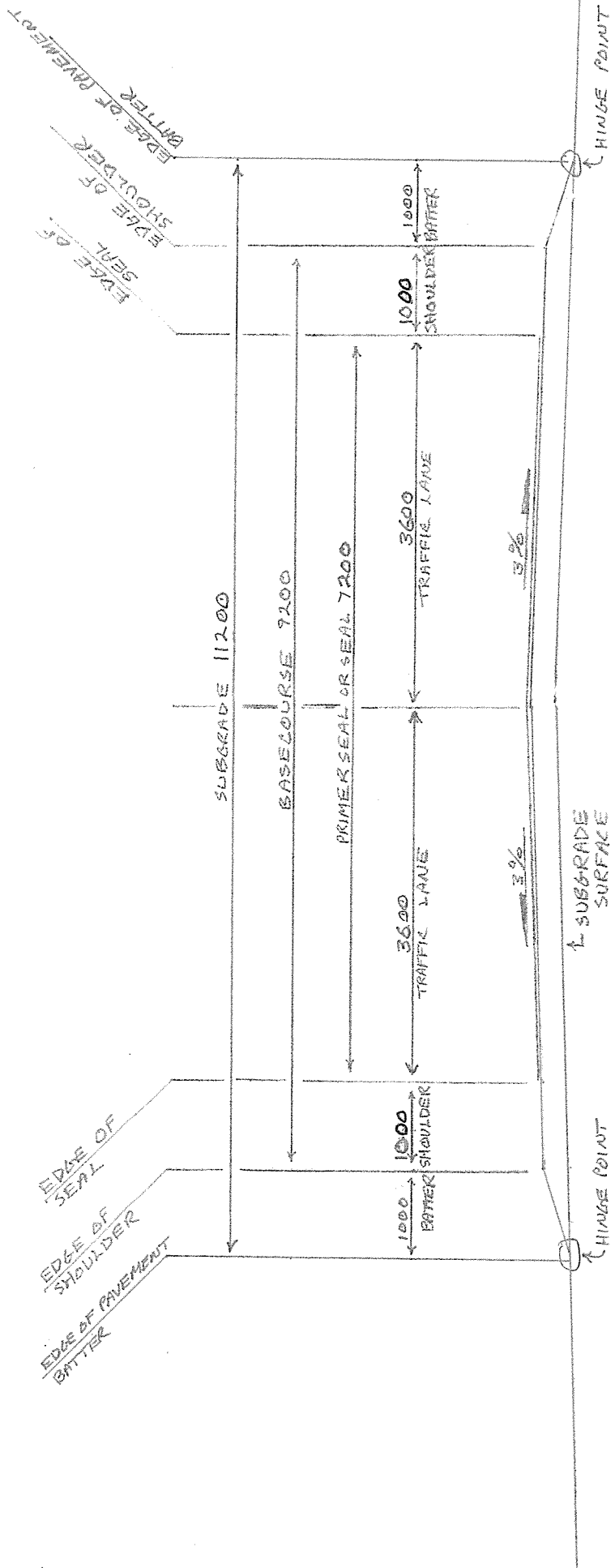
	Hrs	\$ Rate	Hrs	* 1.5	Hrs	*2	Total	Overheads	BUDGET	Main Roads WA
Labourer										Proposed Contribution
Operations										
Supervisor (Works)		90.00	0		135.00		180.00	\$ -	\$ -	\$ -
Works										
Plant Operator (Loader)	765	52.87						\$ 40,445.55	\$ -	\$ 40,445.55
Plant Operator/Lhand) (Grader)	765	59.05						\$ 45,173.25	\$ -	\$ 45,173.25
Plant Operator (Fuso)	765	50.21						\$ 38,410.65	\$ -	\$ 38,410.65
Plant Operator (Scania Prime M)	765	50.21						\$ 38,410.65	\$ -	\$ 38,410.65
Plant Operator (Crane Truck)	180	51.81						\$ 9,325.80	\$ -	\$ 9,325.80
Plant Operator (Service Truck)	135	59.05						\$ 7,971.75	\$ -	\$ 7,971.75
Operator (Water Cart)	765	50.21						\$ 38,410.65	\$ -	\$ 38,410.65
Plant Operator (Backhoe)	765	51.80						\$ 39,627.00	\$ -	\$ 39,627.00
Operator (Flat Drum Roller)	765	50.21						\$ 38,410.65	\$ -	\$ 38,410.65
Operator (Hire Plant)	765	50.21						\$ 38,410.65	\$ -	\$ 38,410.65
Operator Traffic x 3		50.21						\$ -	\$ -	\$ -
Operator (Ute)	135	50.21						\$ 6,778.35	\$ -	\$ 6,778.35
								#####	\$ -	\$ 341,374.95

Hrs	\$ Rate	Description	BUDGET
Plant & Machinery (incl Fuel)			
Utilities			
Supervisor(Ute)	15.80	Included	\$ -
Ute	135	15.80 Drainage	\$ 2,133.00
			\$ -
Trucks			
Water Cart P254	540	44.40	\$ 23,976.00
Crane Truck P259	180	10.60	\$ 1,908.00
Service Truck P258	135	10.60	\$ 1,431.00
6 Wheel Tipper - Fuso P315	765	44.40	\$ 33,966.00
Prime Mover & Side Tipper	765	44.40	\$ 33,966.00
Rollers / Compactors			
Flat Drum Roller Ham P65	765	57.90	\$ 44,293.50
Multi Tyre Roller Ammann P619	765	25.50	\$ 19,507.50
			\$ -
Loaders / Excavators / Dozers			
Backhoe P559	540	20.80	\$ 11,232.00
Loaders P81	540	22.30	\$ 12,042.00
Komatsu Grader P404	540	54.30	\$ 29,322.00
John Deere Grader P56	0	54.30	\$ -
Pedestrian Roller	0	Day Rate	\$ -
Hire Skid Steer Loader	540	30.00 Per Day Rate	\$ 16,200.00
			\$ 229,977.00

Unit	\$ Rate	Unit	Description	BUDGET
Materials				
Roads				
Emulsion	0	1.80	S/tr	Tack coat
Aggregate, 7mm	0	42.80	S/t	
Asphalt	0	300.00	S/t	25mm
Gravel(Delivered to onsite stockp	12500	27.00	S/t	Supplied from Quarry to onsite stockpile
Laterite Rock	0	25.00	S/t	Supplied from Quarry - rock pitching
Asphalt per m2	0	77.00	S/m2	
Concrete	0	450.00	S/m3	
Pavers(Grandpave 60 Granite)	0	657.36	pallet	
Pavers (Pebble Beach 60)	0	2675.00	pallet	Includes pallet deposit and delivery
Bricks	0	2431.82	S/kltr	
Cement Stabilised Sand	0	350.00	S/m3	
Draincoil	0	165.00	S/m	
375mm dia RCP	0	184.50	each	
Guideposts	0	30.00	each	
450mm dia RCP	0	134.36	S/m	
Sand(Drainage)	0	20.00	S/m2	
Sand(Paving)	0	220.00	each	Semi Loads
Limestone Screened 0 - 40mm	0	34.55	S/t	Supplied from Quarry
Grated Gully Pit	0	420.00	each	
Geofab	0	2000.00	each	
				\$ 337,500.00

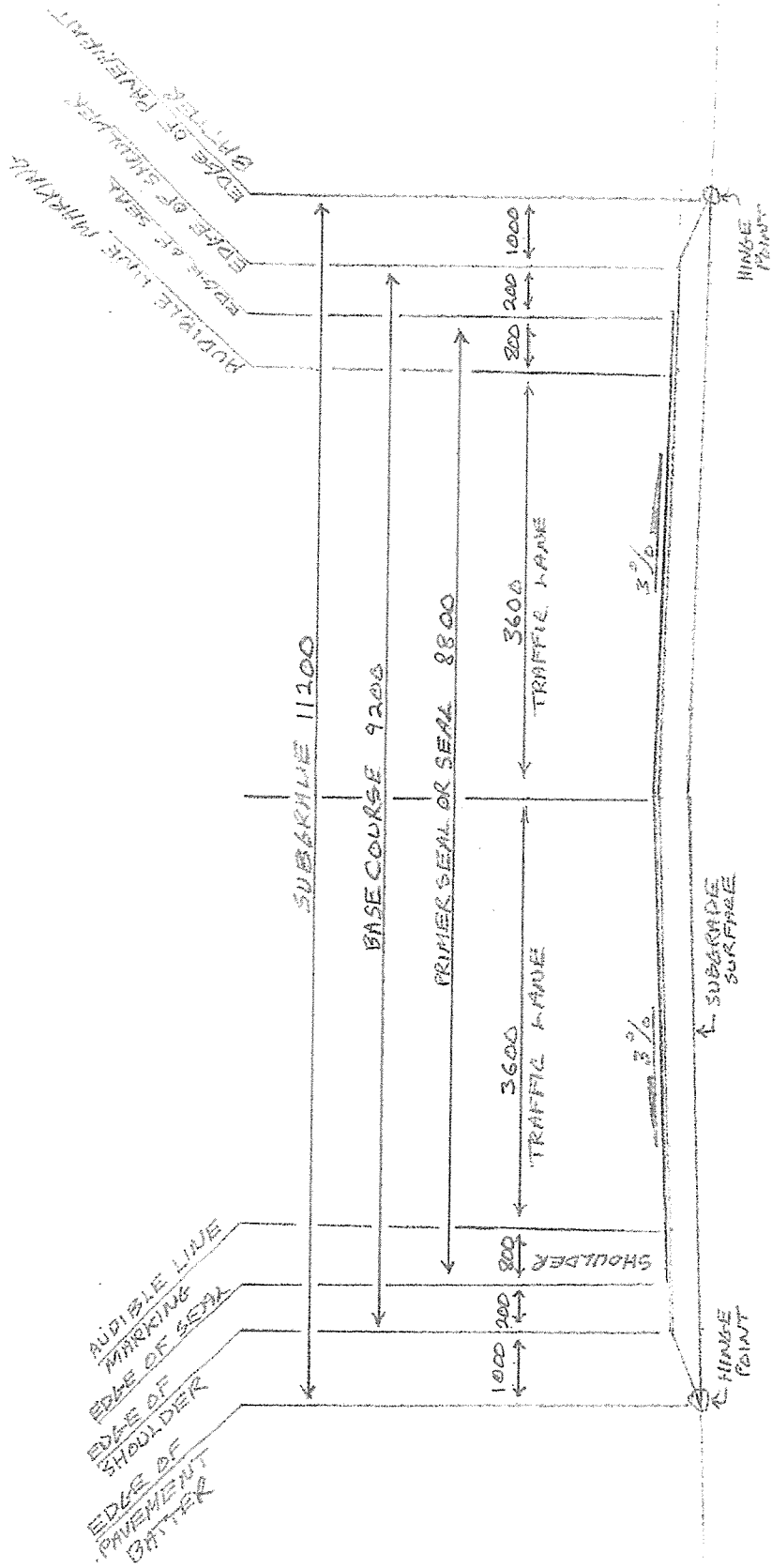
item	\$ Rate	Unit	Description	BUDGET
Contractors				
Drainage	0.00	60000.00	1	\$ -
Kerbing	0.00	22.00	l/m	\$ -
Concreter (Footing)	0.00	1456.40	ea	\$ -
Brick Works	0.00	2545.45	ea	\$ -
Brick Rendering	0.00	2818.18	ea	\$ -
TMP	0.00	250.00	item	\$ -
Paver Laying	0.00	50.00	m2	\$ -
Transport (Bricks)	0.00	300.00	pallet	\$ -
Traffic Control VMB	0.00	120.00	p/hr	\$ -
Traffic Control & Management	990.00	182.00	p/hr	\$ 180,180.00
Waste Disposal	0.00	0.00	p/load	\$ -
Underground Services Detection/L	0.00	120.00	hr	\$ -
Bitumen Seal7mm	17710.00	6.89	m2	\$ 122,021.90
Primer Seal7mm	17710.00	6.89	m2	\$ 122,021.90
Asphalt Seal	0.00	16.45	m2	\$ -
Clear Trees and Debris	0.00	15000.00	1	\$ -
Biodiversity Study	0.00	24679.00	1	\$ -
Location/Set Out Survey	0.00	1200.00	1	\$ -
Construction Design	0.00	25000.00	1	\$ -
Line Marking with audible edge	44268.00	3.50	l/m	\$ 154,938.00
			Road and Traffic Services - verbal estimate	\$ 579,161.80

Labour	\$ 341,374.95
Labour Overhead	\$ -
Plant & Machinery	\$ 229,977.00
Materials	\$ 337,500.00
Contractors	\$ 579,161.80
Total	\$ 1,488,013.75
5% contingen	\$ 74,400.69
\$ 1,562,414.44	



CROSS SECTION - NOT TO SCALE

MOWEN ROAD - 21600HY (EXISTING)
 EXISTING - WITHOUT SEALED SHOULDER



CROSS SECTION - NOT TO SCALE

MOWEN ROAD - 2160047 (PROPOSED)
 WITH SEALED SHOULDER & AUDIBLE LINE
 MARKING



Map data ©2021 Google 1 km



via Mowen Rd

14 min

Attachment 12.7.1



**Shire of Nannup Standards for CEO Recruitment,
Performance and Termination**

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Date	Author	Version	Revision Notes
2021	CEO	1	

Shire of Nannup Standards for CEO Recruitment, Performance and Termination

Policy Purpose:

This Policy is adopted in accordance with section 5.39B of the *Local Government Act 1995*.

Division 1 — Preliminary provisions

1. Citation

These are the *Shire of Nannup* Standards for CEO Recruitment, Performance and Termination.

2. Terms used

(1) In these standards —

Act means the Local Government Act 1995;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the *Shire of Nannup*;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

- (1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.
- (2) This Division does not apply —
 - (a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or
 - (b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - (a) the duties and responsibilities of the position; and
 - (b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the *Local Government (Administration) Regulations 1996* regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the *Local Government (Administration) Regulations 1996* regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the *Local Government (Administration) Regulations 1996* regulation 18A(2)(da); or
- (b) if the person advises the local government that the person is unable to access that website address —
 - (i) email a copy of the job description form to an email address provided by the person; or
 - (ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

- (1) In this clause —
independent person means a person other than any of the following —
 - (a) a council member;
 - (b) an employee of the local government;
 - (c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
- (3) The selection panel must comprise —
 - (a) council members (the number of which must be determined by the local government); and
 - (b) at least 1 independent person.

9. Recommendation by selection panel

- (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
- (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
 - (a) a summary of the selection panel's assessment of each applicant; and
 - (b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
- (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
 - (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
- (4) The selection panel must act under subclauses (1), (2) and (3) —
 - (a) in an impartial and transparent manner; and
 - (b) in accordance with the principles set out in section 5.40 of the Act.
- (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
 - (a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and

- (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
 - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
- (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —
- (a) clause 5 does not apply to the new recruitment and selection process; and
 - (b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government under clause 11(b).
- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

- (1) In this clause —
- commencement day** means the day on which the *Local Government (Administration) Amendment Regulations 2021* regulation 6 comes into operation.
- (2) This clause applies if —

- (a) upon the expiry of the contract of employment of the person (the incumbent CEO) who holds the position of CEO —
 - (i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
 - (ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;

and

- (b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.
- (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on —
 - (a) the process by which the CEO's performance will be reviewed; and
 - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.

- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
 - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
 - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
 - (a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - (b) notifying the CEO of any allegations against the CEO; and

- (c) giving the CEO a reasonable opportunity to respond to the allegations; and
- (d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has —
 - (a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the performance issues) related to the performance of the CEO; and
 - (b) informed the CEO of the performance issues; and
 - (c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - (d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.
- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12 month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

Bush Fire Advisory Committee (BFAC)

Terms of Reference





Bushfire Advisory Committee (BFAC)

Terms of Reference

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Terms of Reference

Bush Fire Advisory Committee (BFAC)

1. Name

The name of the Committee shall be the **Bush Fire Advisory Committee** hereinafter referred to in its abbreviated form as **(BFAC)**.

2. Establishment

The Committee is established pursuant to Section 5.8 of the *Local Government Act 1995* and Section 67 of the *Bushfires Act 1954*.

3. District

The Committee shall operate within the local government boundaries of the Shire of Nannup.

4. Guiding Principles and Purpose

- The Committee will provide recommendations in accordance with the *Local Government Act 1995*, sections 5.8 through to 5.25 and in accordance with the Section 67 of the *Bush Fires Act 1954* to Council on Policy, Standards and Procedures on all matters of fire protection within the Shire of Nannup.
- The Committee shall act for and on behalf of Council in accordance with provisions of the *Local Government Act 1995*, local laws and policies adopted from time to time by the Shire of Nannup.

5. Duties, Objectives and Responsibilities

5.1 To advise and assist Council in the effective management of Bush Fire related activities in the district by making recommendations on:

- 5.1.1 the preparation and adoption of the Bush Fire Management Plan required under the *Emergency Management Act 2005*;
- 5.1.2 ensure that required resource levels for adequate district fire protection in conjunction with Department of Fire and Emergency Services (DFES);

- 5.1.3 advise and assist with Bushfire Education;
 - 5.1.4 advise and assist with the planning, setting of standards and work programs for fire prevention within the Shire of Nannup;
 - 5.1.5 advise and assist with preparedness for bushfire situations;
 - 5.1.6 response and controlling bushfire situations;
 - 5.1.7 recovery from bushfire;
 - 5.1.8 recommend and regularly review Council's Policies relating to the delivery of fire prevention, preparedness, response and recovery; and
 - 5.1.9 advise Council on issues of compliance with the *Bushfires Act 1954* regarding all matters relating to prosecutions for breaches of the *Bush Fires Act 1954*.
- 5.2 The Committee will be responsible for reporting to Council on:
- 5.2.1 financial affairs of the Brigades; and
 - 5.2.2 the general management of the affairs of the brigades and activities of Bush Fire Brigades.
- 5.3 To provide for Council:
- 5.3.1 support and guidance to all Bush Fire Brigades within the Shire of Nannup and to assist those Brigades to fulfil their objectives;
 - 5.3.2 establish and maintain high levels of communication and cooperation with the Department of Biodiversity Conservation and Attractions (DBCA) and other relevant bushfire stakeholders in respect of the key Committee objectives;
 - 5.3.3 establish and maintain an operational command and control structure by developing procedures to enhance the ability of the Brigades to carry out operations, activities and training efficiently and effectively;
 - 5.3.4 ensure co-operation and co-ordination between all Fire Brigades within the Shire of Nannup and between all other Fire Brigades and stakeholders in their efforts and activities;
 - 5.3.5 advise relevant Officers authorised under the Bush Fires Act 1954 and any other relevant person/s or organisation/s on matters referred to the Committee;
 - 5.3.6 report to Council on matters referred to the Committee by Council; and
 - 5.3.7 perform any other function assigned to the Committee under Section 67 of the Bush Fires Act, Regulations or Council policy.

6. Committee Powers

- 6.1 The Committee is a formally appointed committee of Council and is responsible to the Council.
- 6.2 The Committee does not have executive powers nor authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislative responsibility and does not have any delegated responsibility.
- 6.3 The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its Objectives and Duties and Responsibilities. This is in order to facilitate informed decision making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.
- 6.4 *Delegated Powers* - The Committee has no delegated powers under *the Local Government Act 1995* and is to advise and make recommendations to Council only.
- 6.5 *General Powers* - The Committee has the power to co-opt persons to attend the Committee meetings from time to time to assist the Committee in its functions, but does not have the power to appoint members to the Committee. Co-opted persons do not have voting rights.

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

7. Membership

Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Council's local government elections are held, after which time the Council may appoint members for a further term.

In accordance with Section 5.10 of the Act, the Bush Fire Advisory Committee shall consist of the following:

7.1 Council Representative/s

One (1) Elected Member (Shire of Nannup) to be Presiding Member.

One (1) Elected Member (Shire of Nannup) to act as Deputy to Presiding Member.

7.2(a) Members with full voting rights -
Balingup Road Fire Control Officer;
Carlotta Fire Control Officer;
Cundinup Fire Control Officer;
Darradup Fire Control Officer;
East Nannup Fire Control Officer;
Nannup Brook Fire Control Officer;
North Nannup Fire Control Officer;
Peerabeelup Fire Control Officer;
Scott River/Jasper Fire Control Officer;
Chief Bushfire Control Officer;
Deputy Chief Fire Control Officer/s x 2 if applicable

7.2(b) Nomination of Fire Control Officers for Brigades -
Individual Brigades should lodge their endorsed nomination of Fire Control Officer (for their Brigade) to be considered by the Bushfire Advisory Committee, generally, at the BFAC AGM.

It is also noted that, from time to time, Brigades may need to recommend appointment of Fire Control Officers at different times of the year in which instance these are to be made to the BFAC at the next scheduled meeting.

BFAC is then to recommend to Council the appointment of Chief Bushfire Control Officer, Deputy Chief Fire Control Officer/s x 2 if applicable and Fire Control Officers for the district as applicable.

It is also noted that the following Officer positions are considered for appointment by Council as Fire Control Officers for the district:

- Community Emergency Services Manager (CESM)
- Ranger

7.3 Other Attendees, as required (non-voting) -
Community Emergency Services Manager (CESM) – Shire of Nannup
Chief Executive Officer (CEO) – Shire of Nannup
Manager Infrastructure (MI) – Shire of Nannup
Manager of Corporate and Community Services (MCCS) – Shire of Nannup
Fire Break Inspector – Shire of Nannup
Department of Fire & Emergency Services Representative/s
Department of Biodiversity, Conservation & Attractions Representative/s

Other Agencies and strategic organisations or business such as Timber Industry representatives.

7.4 Members Brigades / Members of the Public -

Members of Brigades are encouraged to attend.

Members of the public attending meetings are by invitation only.

Input into the meeting by members of Brigades and/or the public will be at the discretion of the Presiding Member.

8. Meetings

8.1 As per Shire of Nannup Policy BFC 1, the Committee shall meet on the first Monday in February, May, August and November of each year. Meetings can take place more often if required. Additional meetings shall be convened at the discretion of the Presiding Member.

8.2 The May Meeting shall be the Bush Fire Advisory Committee's Annual General Meeting.

8.3 Notice of meetings including an agenda shall be given to members at least 5 days prior to each meeting. If an emergency situation or circumstances require, the Presiding Member may exercise a lesser notice than 5 days.

8.4 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, and the Council may appoint a replacement for the balance of the term of appointment.

8.5 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall ensure that, not later than 5 business days after each meeting, provide the Committee members and Council with a copy of such unconfirmed minutes.

8.6 All Fire Control Officers (or their deputy) of the Committee shall have one vote. If the votes of the member's present are equally divided, the Presiding Member can cast the deciding vote.

9. Committee Decisions

Committee decisions are recommendations only and shall not be binding on Council.

10. Reporting and Minutes

Shall be in accordance with the *Local Government Act* Section 5.22 and 5.25, the *Local Government (Administration) Regulations 1996* (maximum 10 days) and any Council policies, procedures or standing orders which may be in force from time to time.

The person presiding at a meeting is to ensure that the Minutes are kept of the meetings proceedings.

Reports and recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council or earliest available Council meeting if it is not possible to present the unconfirmed Minutes to the next ordinary Council Meeting.

11. Presiding Member

The Committee shall be chaired by a Council elected member or his/her Deputy.

12. Officer Responsible for administration of Committee

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

Principal Shire Officer - Community Emergency Services Manager (CESM)

Secondary Shire Officer – Manager of Corporate and Community Services

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

- Preparation and distribution of Agendas to all members;
- Recording and preparation of Minutes of meetings;
- Preparation of any reports required to be forwarded to Council. Such reports shall contain the Committee's recommendation and any Officer comment deemed necessary;
- Booking of all meetings including ensuring any catering arrangements required are in place; and
- Any other administrative tasks required to ensure the proper and smooth operation of the committee.

13 Quorum

The quorum for a meeting shall be 50% plus one (1) of the number of committee members with voting rights (simple majority), whether vacant or not. A decision of the Committee does not have effect unless it has been made by a simple majority.

14. Members' Conduct

Members of the Committee are bound by the:

- Provisions of Section 5.65 of the *Local Government Act 1995*;
- Shire of Nannup Standing Orders Local Law;
- Shire of Nannup Code of Conduct (amended from time to time);
- *Local Government (Rules of Conduct) Regulations 2007* (Elected Members only); and
- Clause 34C of the *Local Government (Administration Regulations) 1996*; with respect to their conduct and duty of disclosure of financial, proximity or impartiality interests, to the extent stated, dependent upon whether they are a Councillor, Employee of Local Government or a Community Member. (**NB** community members are not bound to declare impartiality interests, unlike Councillors and Employees of Local Government nor are they bound by the Rules of Conduct Legislation).

15. Voting

Shall be in accordance with the *Local Government Act*, Section 5.21 with all voting members of the Committee entitled and required to vote (subject to financial and proximity interest provisions of the Local Government Act). Officers of Council servicing the Committee are not entitled to vote unless specifically approved under the charter.

16. Disclosure of Interests

- 16.1 Members of the Bush Fire Advisory Committee are required to declare their financial interests and complete a Declaration form where relevant, using the principles detailed in the *Local Government Act* Section 5.65 – 5.70 with respect to disclosure of financial, impartiality or proximity interests. ('CEO' in the LGA text means the 'Chairperson' in the Committee sense).
- 16.2 Shire employees are to disclose interests relating to any delegated functions of the Committee.
- 16.3 A member has a financial interest in a matter if it is reasonable to expect that the matter will, in a particular way, result in a financial gain, loss, benefit or detriment for the person.
- 16.4 A member has a proximity interest if the matter concerns a proposed change to a planning scheme, zoning or use of land, or a proposed development of land that adjoins the member's land.
- 16.5 The reference to an indirect financial interest of a member in a matter refers to a financial relationship between a member and another person who requires a local government decision in relation to the matter.

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

If in doubt, members are requested to err on the side of caution and submit a disclosure of interest form.

17. Termination of Committee and its Members

Termination of the Committee shall be:

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

The term of the appointment of a Committee member continues until the member:

- a) is removed from the Committee;
- b) the position becomes vacant (e.g. through member resignation);
- c) the Committee is disbanded; or
- d) the next ordinary Local Government election day whichever happens first.

Amendment to the Terms of Reference

This document may be altered at any time by Council.

Adopted by Council: 28 February 2019

18. Governing Legislation, Policies, Procedures and Standing Orders

This Committee is governed by:

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

19. Approval and Amendment History

Reviewed/Modified	Reference	Date	Comment	Reviewed By
Proposed Adoption		28/02/2019	Ordinary Council Meeting	
Reviewed		22/07/2020	Acting CESM	
Reviewed	BFAC 3 May 2021	01/05/2021	Nomination of FCO's by Brigades, AGM May, Manager of Corporate and Community	BFAC
Proposed Adoption				

LGE 028



WESTERN AUSTRALIAN
Electoral Commission

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

Attention: Ms Sarah Dean

Dear Mr Taylor

Local Government Ordinary Election: 2021

Thank you for your email dated 20 May requesting a cost estimate to conduct the Shire of Nannup local government election as a postal election.

The estimated cost for the 2021 election if conducted as a postal ballot is \$14,500 inc GST, which has been based on the following assumptions:

- 1,150 electors
- response rate of approximately 50%
- 4 vacancies
- count to be conducted at the offices of the Shire of Nannup
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply.

An additional amount of \$230 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages

Costs not incorporated in this estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

The Commission is required by the Local Government Act to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only.

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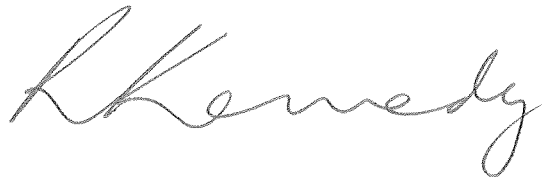
The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2021 for the Shire of Nannup in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Nannup also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your Council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2021 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Shire of Nannup in anticipation of an affirmative vote by Council.

Yours sincerely

A handwritten signature in cursive script that reads "R Kennedy". The signature is written in black ink and is positioned above the printed name and title.

Robert Kennedy
ELECTORAL COMMISSIONER

25 May 2021