



Shire of
Nannup
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Minutes

Council Meeting held Thursday 25 June 2020

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Minutes

1. DECLARATION OF OPENING & ACKNOWLEDGEMENT OF COUNTRY:

The Shire President declared the meeting open at 5.30pm

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE / VISITORS:

ATTENDANCE:

Shire President: Cr T Dean

Councillors: R Mellema, P Fraser, V Hansen, C Stevenson, C Buckland, V Corlett, C Brown.

David Taylor – Chief Executive Officer
Susan Fitchat – Acting Manager Corporate & Community Services
Jon Jones – Manager Infrastructure

APOLOGIES:

Nil

LEAVE OF ABSENCE:

Nil.

VISITORS:

Beth Crouch, Wayne Leece and Ian Gibb.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE:

Nil.

4. PUBLIC QUESTION TIME:

Beth Crouch, Cundinup South Road

I attended the January Ordinary Council meeting and had a question taken on notice and have had no response to this question so I am here to ask it again today.

My mother is a resident in the Nannup hospital. Is Council aware that the hospital is running on one doctor currently? There is not a doctor that visits the Nannup Hospital that is able to visit the patients on the ward. If hospital residents need to see a doctor, they need to consult a doctor via a video link up in the Emergency Department. Can the Nannup Council do anything about this situation?

Shire President response:

I apologise on behalf of Council that you haven't received a response from your question taken on notice at the January 2020 meeting of Council. I will ask the Chief Executive Officer to respond to you as soon as possible.

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil.

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7. DECLARATIONS OF INTEREST

Cr Dean declared an impartiality interest in item 12.5 Grant Acceptance - SWDC Business Case Development for Cycle Trail Network; as he is a board member of the grant funder, the South West Development Commission.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 20065 BUCKLAND/HANSEN

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 28 May 2020 be confirmed as a true and correct record.

CARRIED (8/0)

9. MINUTES OF COUNCIL & OTHER COMMITTEES

9.1 20066 MELLEMA/STEVENSON

That the Minutes of the Western Australian Local Government Association State Council Special meeting held Monday 25 May 2020 be received.

CARRIED (8/0)

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:

Nil.

11. REPORTS BY MEMBERS ATTENDING COMMITTEES:

Date	Meeting	Councillor
8 June	Bush Fire Advisory Committee	Mellema, Stevenson, Fraser.
4 June	Tourism Committee	Fraser
2 June	Warren Blackwood Alliance of Councils	Dean, Hansen.
24 June	Local Drug Action Group	Stevenson
25 May	WALGA State Council	Dean

12. REPORTS BY OFFICERS:

AGENDA NUMBER:	12.1
SUBJECT:	Delegated Planning Decisions for May 2020
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:	5 June 2020
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.1.1 – Register of Delegated Development Approvals

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 May 2020 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 May 2020, one (1) development application was determined under delegated authority. The table below shows the number and value of development applications determined under both delegated authority and by Council for May 2020 compared to May 2019:

	May 2019	May 2020
Delegated Decisions	3 (\$210,500)	1 (\$7,500)
Council Decisions	0	0
Total	3 (\$210,500)	1 (\$7,500)

100% of all approvals issued in the month of May 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.

RECOMMENDATION:

That Council receives the report on Delegated Development Approvals for May 2020 as per Attachment 12.1.1.

20067 STEVENSON/BUCKLAND

That Council receives the report on Delegated Development Approvals for May 2020 as per Attachment 12.1.1.

CARRIED (8/0)

AGENDA NUMBER:	12.2
SUBJECT:	Budget Monitoring – May 2020
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Susan Fitchat – Acting Manager of Corporate Services
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	12 June 2020
ATTACHMENT:	12.2.1 – Financial Statements for the period ending 31 May 2020

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. The statutory statements are appended at Attachment 12.2.1.

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

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

COMMENT:

Please refer to the attachment, Financial Statements for periods ending 31 May 2020 for a detailed analysis of our end of year position, Note 2.

STATUTORY ENVIRONMENT:

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

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

The attached financial statements detail financial outcomes for 2019/20.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

Monthly Financial Statements for the period ending 31 May 2020 be received.

20068 HANSEN/MELLEMA

Monthly Financial Statements for the period ending 31 May 2020 be received.

CARRIED (8/0)

AGENDA NUMBER:	12.3
SUBJECT:	Monthly Accounts for Payment - May 2020
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Susan Fitchat - Acting Manager of Corporate and Community Services
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT	12 June 2020
ATTACHMENTS:	12.3.1 – Accounts for Payment May 2020

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 May to 31 May 2020 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 two corporate credit cards 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	12521 - 12601	394,576.52
Accounts paid by cheque	20455-20462	10,204.52
Accounts paid by Direct Debit	10767.5-10791.15	47,651.83
<i>Sub Total Municipal Account</i>		\$452,432.87

Trust Account

Accounts paid by EFT	12546 – 12553	1,909.65
<i>Sub Total Trust Account</i>		\$1,909.25

Total Payments

\$454,342.52

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulation 13

POLICY IMPLICATIONS:

None.

FINANCIAL IMPLICATIONS:

As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS:

None.

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$454,342.52 1 May 2020 to 31 May 2020 in the attached schedule(s) be endorsed.

20069 MELLEMA/STEVENSON

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$454,342.52 1 May 2020 to 31 May 2020 in the attached schedule(s) be endorsed.

CARRIED (8/0)

**Shire of Nannup
Ordinary Council Meeting Minutes: 25 June 2020**

AGENDA NUMBER:	12.4
SUBJECT:	Grant Acceptance – ADF Nannup LDAG projects
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ASS 15
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 June 2020
ATTACHMENT:	Nil

BACKGROUND:

The Nannup LDAG project officer has been working in collaboration with the Nannup Local Drug Action Team to build the capacity of the community and engage in preventative strategies to minimise the use of alcohol and other drugs.

The 2020 plan includes three projects that have been funded through ADF and facilitated by LDAG Inc.

CAP 00000461 – Supporting teenagers and Parents - \$7,080.00

CAP 00000466 – Supporting NDHS - \$3,120.00

CAP 00000425 – Youth Zone - \$25,248.47

2019 Rollover Funds - \$4,216.53

COMMENT:

The Nannup Shire Council are to endorse the funding from ADF totalling \$39,665 to deliver the projects up until December 2020.

STATUTORY ENVIRONMENT:

6.15. Local government's ability to receive revenue and income

POLICY IMPLICATIONS:

FNC 6 - Acceptance of Grant Funding.

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Our Community

We are a unique town that role models sustainability, friendliness, take the time to celebrate our heritage and festivals

- We retail our pride in being small, friendly town that is a nice place to live and full of wonderful people
- We role model self-sufficiency and sustainability as a community
- We respect and value our aged
- Our youth are important and we will focus our energy to give them reasons to stay in Nannup (or come back)

RECOMMENDATION:

That Council accept the total Grant Funding of \$39,665 from the ADF.

20070 STEVENSON/HANSEN

That Council accept the total Grant Funding of \$39,665 from the ADF.

CARRIED (8/0)

Cr Dean declared an impartiality interest in item 12.5 Grant Acceptance – SWDC Business Case Development for Cycle Trail Network. Cr Dean is a committee member of the South West Development Commission.

AGENDA NUMBER:	12.5
SUBJECT:	Grant Acceptance - SWDC Business Case Development for Cycle Trail Network
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC 6
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 June 2020
ATTACHMENT:	Nil

BACKGROUND:

The Cycle Trail network planning documentation at Tank 7 & 8 is near completion and an opportunity presents to undertake a Business Case Development to support economic and community development for a Cycle Trail Network in Nannup.

The South West Development Commission have offered grant money to the sum of \$20,000 to contribute towards the development of a business case. Investment from Council is to be \$10,000, with total funds to expend towards this project is \$30,000. The project is expected to be complete by September and acquitted by December 2020.

COMMENT:

Officers will engage a consultant to assist in the development of this document to support future investment to the town while activating economic development and urban renewal. This document will support building the profile of Nannup as an attraction for trails to support visitors and the community.

STATUTORY ENVIRONMENT:

6.15. Local government's ability to receive revenue and income.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

The Shire budget will have to invest \$10,000 from the 2020/2021 budget.

STRATEGIC IMPLICATIONS:

Our Economy

Sustainability is the key to Nannup's future

- We will have a sustainable, innovative and equitable economy
- Working together to attract people to our town

RECOMMENDATIONS:

1. That Council accept the Grant Funding of \$20,000 from the South West Development Commission; and
2. That Council commit to a \$10,000 contribution in the 2020/2021 annual budget.

20071 BUCKLAND/HANSEN

- 1. That Council accept the Grant Funding of \$20,000 from the South West Development Commission; and**
- 2. That Council commit to a \$10,000 contribution in the 2020/2021 annual budget.**

CARRIED (8/0)

**Shire of Nannup
Ordinary Council Meeting Minutes: 25 June 2020**

AGENDA NUMBER:	12.6
SUBJECT:	Expenditure of Cash-in-lieu of Public Open Space to improve the Playground infrastructure at Marinko Thomas Park
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	RES 9185
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 June 2020
ATTACHMENT:	12.6.1 - The positioning statement from the WAPC 12.6.2 - Location Map of WAPC 133232

BACKGROUND:

On 27 March, 2020, Premier Mark McGowan requested local governments do everything possible to support their communities during COVID-19 pandemic. A letter was addressed to the Shire Chief Executive Officer (CEO) on 5 June from the Western Australian Planning Commission (WAPC), identifying expenditure of cash-in-lieu for public open space be a mechanism for local government to utilise existing funds to assist with economic recovery.

The positioning statement from the WAPC has been released:

“Expenditure of Cash-in-Lieu of Public Open Space which supersedes Planning Bulletin 21 - Cash-in-Lieu of Public Open Space”

Please see attachment 12.6.1 for further information.

COMMENT:

The Shire Council can apply to the access the \$30,000 Cash in Lieu held by the WAPC 133232 to improve the Marinko Thomas Playground (pt Reserve 9185) please see attachment 12.6.2.

STATUTORY ENVIRONMENT:

- 6.15. Planning and Development Act 2005
Development Control Policy 2.3 Public Open Space in Residential Areas.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Our Built Environment

Keep the charm and fabric of Nannup

- Keep the charm and fabric of our unique shire and upgrade the amenity
- Providing a quality planning outcome for community benefit through good consultation
- Increase coverage of our communication system

RECOMMENDATIONS:

That Council agree for the shire Chief Executive Officer to apply to the WAPC for approval of the funds be used to improve the playground facilities at Marinko Tomas Park.

20072 BROWN/STEVENSON

That Council agree for the shire Chief Executive Officer to apply to the WAPC for approval of the funds be used to improve the playground facilities at Marinko Tomas Park.

CARRIED (8/0)

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

13.1 OFFICERS
Nil

13.2 ELECTED MEMBERS
Nil

14. MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED
Nil

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC
Nil

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

Nil.

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

Nil.

17. CLOSURE OF MEETING

There being no further business to discuss the Shire President declared the meeting closed at 6.05 pm.