



Shire of  
**Nannup**  
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# Agenda Attachments

Council Meeting to be held  
on Thursday 26 March 2020  
Commencing at 5.30pm

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# Minutes

Thursday 27 February 2020 Ordinary Council Meeting

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# Minutes

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

The Shire President declared the meeting open at 4.30pm.

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

### ATTENDANCE:

Shire President: Cr A Dean

Deputy Shire President: R Mellema

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

Tracie Bishop – Acting Chief Executive Officer

Jon Jones – Manager Infrastructure

Jane Buckland – Development Services Officer

### APOLOGIES:

David Taylor

### Leave of Absence:

Cr V Hansen

### VISITORS:

Rita Stallard, Kerri Firth, Julie Kay, Len Gilchrist, Geoff Spragg, Robert Marshall, Ian Gibb, Paul Jeffrey.

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

Nil.

## 4. PUBLIC QUESTION TIME:

### Mrs Rita Stallard

**Q 1** Given that there have been no water restrictions in place within the Shire is it ethical to accept the drought relief funding?

**A 1** Shire President responded that he wasn't in the position to give a personal opinion on the ethics of such a payment. The drought funding was given to the Shire of Nannup as they met the two main prerequisites; being number of employees in agriculture industry must be more than 15% and also the

rainfall must be 60% of the annual average for the Shire. There are 34 Shires where this funding has been allocated; it is up to each individual Shire to apply. The public consultation process is currently underway.

**Q 2** Is it true that thirty-five trees have been felled at the caravan park?

**A 2** Manager Infrastructure responded that not as far as he is aware. Shire President responded that he too had heard the rumours circulating regarding this issue however it isn't true. The caravan park lessees will need permission from the Shire of Nannup before any tree felling is commenced.

**Q 3** What happens to contaminated recyclables? Is it true that one plastic bag is considered contamination? Why isn't there a facility at the tip to put the clean plastic bags in?

**A 3** Manager Infrastructure responded that contaminated recyclables are buried in landfill.

**Q 4** Are you aware of the destruction at Jocks Road reserve? I consider it a diverse wildflower hot spot and I believe there has been a lack of consideration to the environment in the fire mitigation activity performed there.

**A 4** Manager Infrastructure explained that the Jocks Road reserve is the Council road reserve on Vasse Highway. The fire mitigation activity undertaken in the area was a necessary operation to mitigate the risk of bush fire in that area. We will continue work to keep this area open for access in the case of a bush fire in the area.

### **Mrs Kerri Firth**

**Q 1** Why isn't there a seven day tourist information centre?

**A 1** The Shire President responded that on the Agenda this evening is an item that seeks to address this very issue.

**Q 2** Is there 5 extra staff in the office at the moment?

**A 2** Acting Chief Executive Officer advised Mrs Firth that particular rumour is untrue.

**Q 3** The Recreation Centre is leaking and I get wet when I play badminton. The shade cloth has moved and I am being blinded by the sun whilst playing badminton. Can something be done about this?

**A 3** The Manager Infrastructure acknowledged that the Recreation Centre roof is aging and in need of repair. The Acting Chief Executive Officer advised that maintenance of Shire buildings is included in budget deliberations each year and then implemented on a priority basis.

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

Nil

**6. PETITIONS/DEPUTATIONS/PRESENTATIONS:**

*Cr Brown read aloud a petition on behalf of Mr Brian Pears:*

**20015 BROWN/MELLEMA**

*That a park bench be built to commemorate Mrs Myrtle Pears and be placed half way down Kearney Street.*

**CARRIED (7/0)**

**7. DECLARATIONS OF INTEREST:**

Cr Brown declared an Impartiality Interest in agenda item 12.9 - Request to revision of funding as she is a member of a committee (Nannup Arts Council Inc.) that finds itself in the same situation regarding community grant funding as the South West Food Bowl.

**8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:**

**20016 BUCKLAND/FRASER**

*That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 23 January 2020 be confirmed as a true and correct record.*

**CARRIED (7/0)**

**9. MINUTES OF COUNCIL COMMITTEES:**

**20017 MELLEMA/STEVENSON**

*That the Minutes of the Bush Fire Advisory Committee meeting held 3 February 2020 be received.*

*That the Minutes of the Local Drug Action Group Committee meeting held 12 February 2020 be received.*

**CARRIED EN BLOC (7/0)**

**10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:**

Nil.

**11. REPORTS BY MEMBERS ATTENDING COMMITTEES:**

<b>Date</b>	<b>Meeting</b>	<b>Councillor</b>
3 February	Bush Fire Advisory Committee	Mellema, Stevenson,
12 February	Local Drug Action Group	Brown
19 February	Local Emergency Management Committee	Brown

**12. REPORTS BY OFFICERS:**



AGENDA NUMBER:	12.1
SUBJECT:	Delegated Planning Decisions for January 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:	4 February 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 January 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 January 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 January 2020 compared to January 2019:

	<b>January 2019</b>	<b>January 2020</b>
<b>Delegated Decisions</b>	5 (\$49,500)	1 (\$8,000)
<b>Council Decisions</b>	0	0
<b>Total</b>	<b>5 (\$49,500)</b>	<b>1 (\$8,000)</b>

100% of all approvals issued in the month of January 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 January 2020 as per Attachment 12.1.1.

**20018 STEVENSON/BUCKLAND**

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

***CARRIED (7/0)***

AGENDA NUMBER:	12.2
SUBJECT:	Development Application – Proposed microbrewery
LOCATION/ADDRESS:	Lot 692 (#1) Warren Road, Nannup
NAME OF APPLICANT:	Sphile Pty Ltd
FILE REFERENCE:	A430
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	18 February 2020
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.2.1 - Location map 12.2.2 - Original plans and information from applicant 12.2.3 – Submissions 12.2.4 - Modified plans from applicant and applicant’s response to submissions 12.2.5 - Planning framework: extracts from key documents

**BACKGROUND:**

This item is presented to Council given the application site is situated on a high-profile location in the town centre and is located entirely in the floodplain.

Sphile Pty Ltd have lodged a Development Application for a proposed microbrewery to be located at Lot 692 Warren Road (corner of Grange Road), Nannup as shown in Attachment 12.2.1. Attachment 12.2.2 outlines the original details provided by the applicant which were the plans subject to public consultation. The proposal is to change the use of the existing restaurant/café to a microbrewery, to demolish the existing ablution block, and to construct a new building containing an ablution block, storage, bicycle parking and verandahs.

There is currently a restaurant/café (Nannup Bridge Café), a vacant commercial building (most recently occupied by the Nannup Arts Council) and a residence on the property. The owner intends to convert and extend the existing café building to incorporate the microbrewery.

*Consultation*

The Shire administration undertook extensive consultation through inviting public comment on the Development Application for a period of 42 days by writing to landowners and known occupiers within 150m of the site (32 stakeholders), the Department of Water and Environmental Regulation (DWER), the Department of Planning, Lands and Heritage, placing details on the Shire website and having details available at the Shire office.

The Shire received 5 submissions on the Development Application as outlined in Attachment 12.2.3. In summary:

- 3 submissions were generally supportive of the proposed development but did raise concerns with regards to car parking, proposed opening hours, waste management, the impact of the proposed new works on the Grange Road streetscape, and how patrons would be discouraged from trespassing on neighbouring properties;
- 1 submission was not supportive of the proposal for economic reasons; and
- the submission from DWER did not object to the proposal but did identify key issues and provide recommendations with regards to flood and waste management.

### *Revised plans*

In accordance with established practice, the Shire administration has liaised with the applicant since the receipt of submissions. The applicant has in turn provided their response to the issues raised and three suggestions for a revised design for the proposed extension to the existing building which is shown in Attachment 12.2.4. **The revised plans replace the original plans. The revised plans, set out in Attachment 12.2.4, are the plans being assessed in this report by the Shire administration and the Council. It is highlighted that the applicant has provided three Grange Road elevations (options) relating to the ablution block.**

### *Planning framework*

The site is zoned 'Town Centre' and is within a Flood Risk Area under the *Shire of Nannup Local Planning Scheme No.3* (LPS3). The site is also located in the *Nannup Main Street Heritage Precinct* (Local Planning Policy LPP8). Other key planning documents related to the proposal include the *Shire of Nannup Local Planning Strategy*, *Local Planning Policy No.11 Development in Flood Risk Areas* (LPP11), *Local Planning Policy No.13 Car Parking and Vehicular Access* (LPP13) and *Local Planning Policy No. 19 Heritage Conservation* (LPP19).

LPS3 does not include the use of 'brewery'. The closest uses are 'restaurant' which is a 'D' (discretionary) use in the Town Centre zone and 'winery' which is an 'A' (advertising required) use in the Town Centre zone. Accordingly, a microbrewery or brewery are best classified as a 'use not listed' in LPS3. Should the Council consider the proposal has merit, the Council has the statutory power to approve this Development Application.

In regards to development of flood risk land, Clause 5.2.1 of LPS3 (Attachment 12.2.5) states in part that:

#### "5.2.1 Flood Risk Land

##### 5.2.1.1 Notwithstanding any other provision of the Scheme.

(a) the local government shall not grant approval to the carrying out of any development on land (or portion(s) thereof) that is shown on the Scheme Map as being flood risk land or where land abuts the Blackwood River unless an assessment has been made of:

- (i) the effect of the proposed development on the efficiency and capacity of the floodway to carry and discharge flood water;
- (ii) the safety of the proposed development in time of flood; and
- (iii) whether the proposed development involves any possible risk to life, human safety or private property in time of flood.”

Clause 5.2.1.4 of LPS3 also states:

“5.2.1.4 Proposals for the development of tourist or commercial uses within flood risk land will be assessed by the local government having regard to the type, size and scale of the proposed development and the comments of the Department of Water which are to be sought and obtained prior to any decision being made.”

In regards to development within the Nannup Main Street Heritage Area, LPP8 (Attachment 12.2.5) states that:

“All new development and redevelopment within the Nannup Main Street Heritage Area should contribute positively to the recognised heritage values and established townscape quality of Nannup’s main street.

The Council requires that all proposals for new development and additions to existing development within the Heritage Area shall:

- add to the range of services and facilities available to the town residents and its visitors;
- ensure through appropriate design that the strong “Garden Village” character, and “working timber town” identity/role of the town is preserved, particularly in regard to development size, form, height and scale;
- be compatible with existing development, particularly in regard to building materials, shop front design, front setbacks, the use of colour, the application of advertising signage and the location and form of fencing;
- enhance the existing overall visual appearance of the Heritage Area;
- improve the provision of weather protection for pedestrians; and
- build upon the existing strong sense of community, and improve the economic viability of the town.”

The Local Planning Strategy seeks to promote a vibrant town centre, provide for a wide range of uses and require a high standard of design.

Attachment 12.2.5 sets out the relevant planning framework which are extracts from LPS3, Local Planning Strategy, LPP8, LPP11 and LPP13.

**COMMENT:**

*A) Overview*

Following an assessment of the Development Application against the planning framework, submissions and information provided by the applicant, the Development Application is generally consistent with LPS3, strategies and policies. It is accordingly

recommended that Council conditionally approve the Development Application (based on the revised plans outlined in Attachment 12.2.4) given:

- the proposed development will assist to activate the northern section of the main street, providing a further point of interest for visitors and locals alike;
- it has the potential to draw visitors to Nannup which supports local businesses;
- the design is considered sympathetic to the heritage values of the town centre;
- the reasons put forward by the applicant in Attachment 12.2.2;
- key State Government agencies have not identified any fatal flaws with the proposal;
- the extensive community consultation undertaken, there is overall community support or acceptance of the proposal;
- there are no objections from other Shire officers/units;
- it is expected to create employment and economic development locally; and
- development conditions can assist to control the appearance, use and management of the development along with the risks associated with flooding.

#### *B) Key issues*

While noting the above, the key issues with the application are outlined below.

#### Flood risk

As outlined above, the site is entirely within the flood plain with the existing development constructed below the required minimum floor level to protect against flooding. The proposed new development will also be below the minimum floor level by approximately 1.5 metres.

Council policies adopt a precautionary approach to flood risk and approving development in flood risk area does present risks for the Shire.

On balance, given that no objections were raised by DWER (the peak water management/flood risk agency in Western Australia), the proposed new ablution block, storage and bike parking does not comprise any habitable buildings, and the constraints of addressing streetscape considerations, it is suggested the additional storage and ablution facility buildings are acceptable. Risks can be mitigated through:

- Obtaining an indemnification/deed agreement with the landowner;
- Adding a notification of flood risks to the Certificate of Title;
- Addressing matters raised by DWER; and
- The landowner obtaining and holding necessary insurances.

Alternatively, the Council may determine that a revised design is required which raises the minimum floor level to reduce the risk of flooding. If this was the case, it is expected a new Development Application would need to be lodged.

#### Heritage

The property is not on the Shire of Nannup Heritage List, but is on the Municipal Heritage Inventory as part of the Nannup Main Street Heritage Precinct.

The applicant proposes to demolish the existing toilet building as part of the development however this structure has no heritage value. The main commercial building will be retained with only minor proposed external changes.

The proposed new additions are sympathetic to the heritage values of the site and the precinct.

### Design

As outlined above, the revised design is considered sympathetic to the heritage values of the Nannup main street heritage precinct and is consistent with Nannup's 'garden village' character. Given the site's high-profile location, it is suggested the design will enhance the town centre. It is noted that the design incorporates materials and a design that are consistent with LPP8.

As outlined in Attachment 12.2.4, it is highlighted that the applicant has provided three Grange Road elevations (options) relating to the ablution block. The Shire administration prefers the second option with the verandah being extended given this will assist to 'soften' the development and better integrate existing and proposed development. The verandah will also provide environmental comfort for customers and other members of the public. The second option could also be enhanced with the introduction of windows (opaque or openable from the top), murals/public art between some of the columns and planter boxes. Unless the third option incorporates mature trees, it would take many years to soften the new development. The first option would need a high quality mural/public art, effectively maintained, due to its location and size.

Assuming a new verandah is provided, it will extend into the Grange Road reserve. While this is a common practice in Nannup, to achieve good design outcomes and environmental comfort, there is a need for indemnification along with insurances for existing and proposed verandahs.

### Parking

Currently, there are no formally constructed car parking bays on the site including to service the existing commercial development. This reflects the historic nature of the buildings. For the existing buildings, the car parking requirements (from a statutory planning perspective) for a microbrewery are expected to be similar to previous uses of a café/restaurant. If the microbrewery is effectively operated and is popular with locals, visitors and tourists, parking may however be greater than compared to previous operations.

Practically, given the historic nature of development and site characteristics, future patrons will continue to park off-site. Depending on numbers, this may require patrons to walk a short distance. Other than major events, there are always sufficient car parking spaces in the Nannup town centre.

Most of the new buildings do not in themselves generate additional parking requirements e.g. ablutions, storage and bicycle parking. It is acknowledged there will

be additional locations for patrons to be seated including under the new verandahs and in the undercover beer garden.

Accordingly, the below comments relate to car parking requirements associated with the proposed new development which is consistent with LPP13. Standards and guidance are set out in LPS3 and LPP13 which includes a requirement that parking bays and vehicle access be appropriately sealed and drained by the applicant/landowner.

As set out in Attachment 12.2.4, the applicant proposes 2 car parking bays for the development. While LPS3 does not specify a required number of car parking bays for a microbrewery, if assessed against the requirements for a restaurant or tavern the development would require one bay for every 25m<sup>2</sup> of gross floor space. LPS3 does not define if gross floor space only relates to buildings or to verandahs, undercover areas and alfresco areas. It has been Shire practice to not require car parking for alfresco dining in the town centre. If applied against the new building (minus the verandah and undercover areas), then the floor area is around 36m<sup>2</sup> which equates to two car parking bays.

The Council has various options on car parking including:

1. accepting the application as submitted;
2. requiring the landowner to make a cash-in-lieu payment, based on determining that the change of use and/or new buildings will generate increased car parking requirements, to assist the Shire to provide nearby off-site parking; or
3. requiring additional car parking bays being provided on Lot 692 Warren Road.

On balance, the Shire administration is supportive of Option 1 for this proposal. It is suggested there are non-standard circumstances to consider with this proposal, including that the proposed development does not significantly differ in usage from the existing restaurant/café use which accommodates patrons in street bay and car parking bays located across Grange Road.

While noting the above, it is suggested that, at times, there will be insufficient car parking bays on site and immediately adjoining the site. Accordingly, the landowner and future tenants/staff will have to manage this including encouraging tenants/staff not to use the car parking bays in peak periods. This may require parking a slight walk away from the site to enable use of on-site and nearby car parking bays by customers and clients.

The operator is encouraged to promote sustainable transport options including walking, riding, carpooling and community transport.

In addition to the above, it is considered appropriate that the Council review street parking in the area and consider ways to provide increased car parking spaces along with enhancing the area's amenity and safety.



### Noise and amenity

The Shire acknowledges the concerns from some submitters in regards to noise, hours of operation and trespass onto adjoining private properties. Some of the concerns are addressed through statutory requirements such as the *Environmental Protection (Noise) Regulations 1997*.

It is recommended that a Management Plan be prepared for local government approval which is then suitably implemented. This plan should address the responsibility for the behaviour of clients/visitors and the management measures to be implemented to minimise adverse impacts on the amenity of the locality including, outline the approach to maximise the safety and security of clients and visitors, and seek to be a good neighbour and be considerate including noise, litter and the approach to reducing trespass by clients onto adjoining private property.

There is a separate need to gain necessary approvals from the Department of Local Government, Sport and Cultural Industries (liquor licencing) with regards to opening hours and the service and sale of liquor.

### Servicing

The development is already connected to the reticulated sewerage system. The recommended conditions will assist to address matters raised by DWER and deliver appropriate environmental and health outcomes.

### Economic competition and impacts on existing businesses

It is highlighted that economic competition is not a planning consideration as set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*. This reflects the decisions of tribunals and courts in Western Australia and Australia. Accordingly, the Council is unable to refuse the Development Application based on competition and impacts on existing businesses.

### *C) Conclusion and options*

It is recommended that Council approve the Development Application (revised plans outlined in Attachment 12.2.4) subject to conditions. The Council could alternatively choose to defer making a decision on the matter and seek additional information or it may determine to refuse the Development Application.

## **STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005, Planning and Development (Local Planning Scheme) Regulations 2015, Land Administration Act 1997, Local Government Act 1995 and LPS3.*

## **POLICY IMPLICATIONS:**

Local Planning Policies are non-statutory documents which are designed to provide guidance to assist the Council in its decision making. Accordingly, the Council is not

bound by the policies but is required to have regard to the policies in determining the Development Application. Additionally, there are various State Planning Policies which are relevant in assessing the Development Application including *State Planning Policy 3.4 Natural Hazards and Disasters* and *State Planning Policy 3.5 Historic Heritage Conservation*.

#### **FINANCIAL IMPLICATIONS:**

Nil.

#### **STRATEGIC IMPLICATIONS:**

The proposed microbrewery is consistent with aims of the Local Planning Strategy and is important to the development of tourism in Nannup and the district. The development has the potential to draw visitors to Nannup which supports local businesses and employment which is consistent with the *Shire of Nannup Community Strategic Plan 2017-2027*.

#### **RECOMMENDATION:**

That Council approve the Development Application, set out in Attachment 12.2.4 for a change of use from restaurant/café to microbrewery, to demolish the existing ablution block, and to construct a new ablution block, storage and bicycle parking at Lot 692 on Plan 80869 Warren Road, Nannup subject to the following conditions:

1. This approval shall expire if the development hereby approved has not been substantially commenced within a period of two (2) years from the date hereof, or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by the local government. Where the Development Approval has lapsed no further development is to be carried out.
2. The development hereby approved must be carried out in accordance with the plans and documentation set out in Attachment 12.2.4 incorporating a verandah and other measures to 'soften the design' as agreed by the local government, addressing all conditions, or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
3. Engineering certification is provided for the building, to the satisfaction of the local government prior to the issue of a Building Permit, that the new building has been designed to take account of potential forces of flood water.
4. The provision of details prior to occupation as to how stormwater will be addressed for the proposed development (including stormwater from roofs, car parking and other areas) to the satisfaction of the local government. The stormwater facilities provided in accordance with this condition shall be

permanently maintained in an operative condition to the satisfaction of the local government.

5. All stormwater and drainage run off is to be connected through a silt pit to a Shire stormwater legal point of discharge prior to occupation of the development to the satisfaction of the local government.
6. The car parking spaces are designed, constructed (sealed or paved) and drained to the satisfaction of the local government prior to occupation of the development.
7. The provision of one double crossover to Grange Road, with the crossover being designed, constructed (sealed or paved) and drained at the landowner's cost to the satisfaction of the local government prior to occupation of the development.
8. The development is connected to the reticulated water system prior to occupation of the development.
9. The development is connected to the reticulated sewerage system prior to occupation of the development.
10. The roof of the building is constructed of corrugated iron or Colourbond (not tiles) with colours to be agreed by the local government.
11. The building is painted or clad in colours consistent with Local Planning Policy LPP008 – Nannup Mainstreet Heritage Precinct and to the satisfaction of the local government prior to occupation of the development. A schedule of all materials to be used on the external surfaces of the building shall be submitted to the satisfaction of the local government prior to the issue of a Building Permit.
12. No external signage is to be erected without the prior approval of the local government.
13. Rubbish bin and recycling storage areas are to be located, designed and constructed to the satisfaction of the local government prior to occupation of the development.
14. The provision of a detailed floor plan, including the kitchen fit out, to the satisfaction of the local government prior to occupation.
15. The applicant is to maintain appropriate public liability insurance for the use of the Grange Road reserve for alfresco dining, along with existing and new verandahs in the Grange Road reserve.
16. The use of the site must not adversely affect the amenity of the locality by reason of noise.
17. The landowner is to submit and gain local government approval for a Management Plan, prior to commencement of the microbrewery use, which addresses the responsibility for the behaviour of clients/visitors and the management measures to be implemented to minimise adverse impacts on the amenity of the locality. The approved management details shall be implemented on an ongoing basis to the satisfaction of the local government.

18. The hours of operation shall be limited as follows with no trading on Good Friday, Christmas Day and before 12:00pm on ANZAC Day, unless a variation is approved in writing by the Shire:
  - 10:30am to 8:30pm, Monday - Thursday;
  - 10:00am to 10:00pm, Friday and Saturday; and
  - 10:00am to 8:30pm Sunday.
19. The landowner enters a Deed, to the satisfaction of the local government, which is finalised prior to occupation of the development relating to flood risks and which indemnifies the local government. The costs of preparing and executing the Deed are at the landowner's cost.
20. The landowner meets the costs of adding a notification (section 70A or a memorial) to the Certificate of Title setting out that the property is at risk of flooding, to satisfaction of the local government, prior to occupation.
21. The provision of bike racks and bike parking to the satisfaction of the local government prior to occupation.
22. The landowner enters a Memorandum of Understanding with the local government, to the satisfaction of the local government prior to the issue of a Building Permit, to address risks, maintenance and associated matters with verandahs being in the Grange Road reserve.

### **Advice**

- A) This is not a Building Permit. A Building Permit must be obtained before any building works commence.
- B) The applicant/landowner is advised that the approved development must comply with all relevant provisions of the Building Act 2011 and the Building Code of Australia.
- C) In relation to Condition 2, this could include the introduction of windows (opaque or openable from the top), murals/public art between some of the columns, planter boxes and/or other measures agreed by the local government.
- D) In relation to Conditions 4 and 5, stormwater is to be suitably detained on site (e.g. rainwater tanks, soakwells) before connection into a Shire stormwater legal point of discharge.
- E) In relation to Condition 9, evidence is provided to the local government and DWER that brewery waste (trade waste) can be disposed into the reticulated sewerage system.
- F) In relation to Condition 17, the Management Plan is to:
  - i. address the responsibility for clients'/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;
  - ii. outline the approach to maximise the safety and security of clients and visitors; and
  - iii. seek the operation to be a good neighbour and be considerate including noise, litter and the approach to reducing trespass by clients onto adjoining

private property. As part of this, to review boundary fencing and upgrade as required.

- G) The landowner should maintain appropriate insurances at all times relating to damage from flooding.
- H) The applicant is advised that the approved development must comply with all relevant provisions of the Public Health Act 2016, Health (Miscellaneous Provisions) Act 1911, Food Act 2008, Food Regulations 2009, Food Standards Code of Australia and New Zealand, Health (Public Building) Regulations 1992, Environmental Protection (Noise) Regulations 1997, Health (Laundries and Bathrooms) Regulations, Sewage (Lighting, Ventilation and Construction) Regulations 1971 and the Shire of Nannup Health Local Laws.
- I) The Blackwood River Flood Study shows that the entire lot is affected by flooding during major river flows with the 1 in 100 AEP flood level estimated to be 68.18 metres AHD. The Department of Water and Environmental Regulation advises that the proposed floor level of the new buildings of 67.19 metres AHD will provide approximately 1 in 40 year AEP flood protection.
- J) In accordance with Clause 5.2.1.6 of the Shire of Nannup Local Planning Scheme No.3 relating to flood risk land, the scheme states "Any decision made by the Shire in pursuance of this clause is deemed to be a decision made in 'good faith' and the Shire is hereby forever indemnified against any claim made by any person and relating to any loss whatsoever arising from such a decision".
- K) To reduce flood damages, all electrical installations should be located as high as practical and suitably installed.
- L) The property is entirely located in an area which has been declared as bushfire prone by the Fire and Emergency Services Commissioner. The applicant is advised to prepare and implement an Emergency Management and Evacuation Plan prior to occupation.
- M) The applicant is advised that this approval does not permit the external colours of the building to be changed. Any future changes to the external colours are to be consistent with the guidelines contained in Local Planning Policy LPP8 Nannup Main Street Heritage Area and are to be approved by the Shire.
- N) The applicant/operator is encouraged to promote sustainable transport options including walking, riding, carpooling and community transport.
- O) If the applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

## **20019 BUCKLAND/MELLEMA**

***That Council approve the Development Application, set out in Attachment 12.2.4 for a change of use from restaurant/café to microbrewery, to demolish the existing ablution block, and to construct a new ablution block, storage and bicycle parking at Lot 692 on Plan 80869 Warren Road, Nannup subject to the following conditions:***

- 1. This approval shall expire if the development hereby approved has not been substantially commenced within a period of two (2) years from the date hereof, or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by the local government. Where the Development Approval has lapsed no further development is to be carried out.***
- 2. The development hereby approved must be carried out in accordance with the plans and documentation set out in Attachment 12.2.4 incorporating a verandah and other measures to 'soften the design' as agreed by the local government, addressing all conditions, or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.***
- 3. Engineering certification is provided for the building, to the satisfaction of the local government prior to the issue of a Building Permit, that the new building has been designed to take account of potential forces of flood water.***
- 4. The provision of details prior to occupation as to how stormwater will be addressed for the proposed development (including stormwater from roofs, car parking and other areas) to the satisfaction of the local government. The stormwater facilities provided in accordance with this condition shall be permanently maintained in an operative condition to the satisfaction of the local government.***
- 5. All stormwater and drainage run off is to be connected through a silt pit to a Shire stormwater legal point of discharge prior to occupation of the development to the satisfaction of the local government.***
- 6. The car parking spaces are designed, constructed (sealed or paved) and drained to the satisfaction of the local government prior to occupation of the development.***
- 7. The provision of one double crossover to Grange Road, with the crossover being designed, constructed (sealed or paved) and drained at the landowner's cost to the satisfaction of the local government prior to occupation of the development.***
- 8. The development is connected to the reticulated water system prior to occupation of the development.***

9. ***The development is connected to the reticulated sewerage system prior to occupation of the development.***
10. ***The roof of the building is constructed of corrugated iron or Colourbond (not tiles) with colours to be agreed by the local government.***
11. ***The building is painted or clad in colours consistent with Local Planning Policy LPP008 – Nannup Mainstreet Heritage Precinct and to the satisfaction of the local government prior to occupation of the development. A schedule of all materials to be used on the external surfaces of the building shall be submitted to the satisfaction of the local government prior to the issue of a Building Permit.***
12. ***No external signage is to be erected without the prior approval of the local government.***
13. ***Rubbish bin and recycling storage areas are to be located, designed and constructed to the satisfaction of the local government prior to occupation of the development.***
14. ***The provision of a detailed floor plan, including the kitchen fit out, to the satisfaction of the local government prior to occupation.***
15. ***The applicant is to maintain appropriate public liability insurance for the use of the Grange Road reserve for alfresco dining, along with existing and new verandahs in the Grange Road reserve.***
16. ***The use of the site must not adversely affect the amenity of the locality by reason of noise.***
17. ***The landowner is to submit and gain local government approval for a Management Plan, prior to commencement of the microbrewery use, which addresses the responsibility for the behaviour of clients/visitors and the management measures to be implemented to minimise adverse impacts on the amenity of the locality. The approved management details shall be implemented on an ongoing basis to the satisfaction of the local government.***
18. ***The hours of operation shall be limited as follows with no trading on Good Friday, Christmas Day and before 12:00pm on ANZAC Day, unless a variation is approved in writing by the Shire:***
  - ***10:30am to 8:30pm, Monday - Thursday;***
  - ***10:00am to 10:00pm, Friday and Saturday; and***
  - ***10:00am to 8:30pm Sunday.***
19. ***The landowner enters a Deed, to the satisfaction of the local government, which is finalised prior to occupation of the development relating to flood risks and which indemnifies the local government. The costs of preparing and executing the Deed are at the landowner's cost.***
20. ***The landowner meets the costs of adding a notification (section 70A or a memorial) to the Certificate of Title setting out that the property is at***

*risk of flooding, to satisfaction of the local government, prior to occupation.*

- 21. *The provision of bike racks and bike parking to the satisfaction of the local government prior to occupation.***
- 22. *The landowner enters a Memorandum of Understanding with the local government, to the satisfaction of the local government prior to the issue of a Building Permit, to address risks, maintenance and associated matters with verandahs being in the Grange Road reserve.***

### **Advice**

- A) *This is not a Building Permit. A Building Permit must be obtained before any building works commence.***
- B) *The applicant/landowner is advised that the approved development must comply with all relevant provisions of the Building Act 2011 and the Building Code of Australia.***
- C) *In relation to Condition 2, this could include the introduction of windows (opaque or openable from the top), murals/public art between some of the columns, planter boxes and/or other measures agreed by the local government.***
- D) *In relation to Conditions 4 and 5, stormwater is to be suitably detained on site (e.g. rainwater tanks, soakwells) before connection into a Shire stormwater legal point of discharge.***
- E) *In relation to Condition 9, evidence is provided to the local government and DWER that brewery waste (trade waste) can be disposed into the reticulated sewerage system.***
- F) *In relation to Condition 17, the Management Plan is to:***
  - i. address the responsibility for clients'/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;***
  - ii. outline the approach to maximise the safety and security of clients and visitors; and***
  - iii. seek the operation to be a good neighbour and be considerate including noise, litter and the approach to reducing trespass by clients onto adjoining private property. As part of this, to review boundary fencing and upgrade as required.***
- G) *The landowner should maintain appropriate insurances at all times relating to damage from flooding.***
- H) *The applicant is advised that the approved development must comply with all relevant provisions of the Public Health Act 2016, Health (Miscellaneous Provisions) Act 1911, Food Act 2008, Food Regulations 2009, Food Standards Code of Australia and New Zealand, Health (Public***



**Building) Regulations 1992, Environmental Protection (Noise) Regulations 1997, Health (Laundries and Bathrooms) Regulations, Sewage (Lighting, Ventilation and Construction) Regulations 1971 and the Shire of Nannup Health Local Laws.**

- I) The Blackwood River Flood Study shows that the entire lot is affected by flooding during major river flows with the 1 in 100 AEP flood level estimated to be 68.18 metres AHD. The Department of Water and Environmental Regulation advises that the proposed floor level of the new buildings of 67.19 metres AHD will provide approximately 1 in 40 year AEP flood protection.**
- J) In accordance with Clause 5.2.1.6 of the Shire of Nannup Local Planning Scheme No.3 relating to flood risk land, the scheme states “Any decision made by the Shire in pursuance of this clause is deemed to be a decision made in ‘good faith’ and the Shire is hereby forever indemnified against any claim made by any person and relating to any loss whatsoever arising from such a decision”.**
- K) To reduce flood damages, all electrical installations should be located as high as practical and suitably installed.**
- L) The property is entirely located in an area which has been declared as bushfire prone by the Fire and Emergency Services Commissioner. The applicant is advised to prepare and implement an Emergency Management and Evacuation Plan prior to occupation.**
- M) The applicant is advised that this approval does not permit the external colours of the building to be changed. Any future changes to the external colours are to be consistent with the guidelines contained in Local Planning Policy LPP8 Nannup Main Street Heritage Area and are to be approved by the Shire.**
- N) The applicant/operator is encouraged to promote sustainable transport options including walking, riding, carpooling and community transport.**
- O) If the applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.**

**MOTION LOST (3/4)**

**VOTING FOR THE MOTION: Crs Mellema, Brown & Buckland.**

**VOTING AGAINST THE MOTION Crs Dean, Stevenson, Corlett & Fraser.**

**Council did not make a decision on agenda item 12.2 Development Application – proposed microbrewery during this meeting, and it will be tabled again for Councils consideration at a subsequent meeting.**

AGENDA NUMBER:	12.3
SUBJECT:	Request for Financial Assistance – 3 Tier Youth Mental Health Program
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	WFL 2
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 February 2020
ATTACHMENT:	12.3.1 – 3 Tier Youth Mental Health Program – Warren Blackwood 12.3.2 - Letters of Support

## BACKGROUND:

The 3 Tier Youth Mental Health Program (3TYMHP) is one of the Blackwood Youth Action Inc. flagship programs led by Dr Sarah Youngson in high schools in the Warren Blackwood. This is a program that has been run across all high schools in the Warren Blackwood region, supporting Year 10 students with mental health literacy, and wellbeing for 3 years.

GP down south & Blackwood Youth Action (partners in this program) have been working hard at lobbying the Mental Health Commission and Minister Cook's office to commit to funding this program long term.

The program has a unique approach to the complex issues of youth mental health and youth suicide, encompassing mental health awareness, and prevention and intervention for secondary school students. The program breaks down the barriers and stigmas around mental health in our youth, promotes discussion, encourages help seeking behaviours and provides individual treatment and support to those in need.

Program Objectives include increasing:

- awareness of mental health issues and opportunities for recovery;
- knowledge of coping strategies for specific mental health issues; and
- access to appropriate support to young people with mental health problems.

The program targets secondary students in year 10.

**Tier 1** involves an awareness raising presentation delivered by an Ambassador who has lived experience of mental health issues. The presentation covers topics including maintaining physical and mental wellbeing, overcoming life's obstacles, peer pressure, how to ask for help and the importance of leadership and teamwork.

**Tier 2** focuses on prevention and involves the presentation of four workshops in each high school across the Warren Blackwood region. The workshops cover a range of topics that including drugs & alcohol, mental health, body image, stress & coping strategies, family violence, self-harm and suicide. The workshops focus on prevention strategies and help seeking behaviours. The workshops provide education to the students on the skills, resources and the right environment to discuss issues. They aim to break down stigmas and barriers and encourage self-referral or support seeking activities.

**Tier 3** focuses on developing linkages between schools, general practitioners, community agencies and mental health service providers. This ensures that young people who have mental health problems are provided with appropriate one on one support through counselling and other mental health treatment options.

A detailed overview of the 3TYMHP can be found in the attachment 12.3.1.

#### **COMMENT:**

The program is seeking Council's support for the 3 Tier Youth Mental Health Program. The funding for this program has been at risk. The partners have had outstanding support from Terry Redman MLA, who has appealed to Minister Cook on a number of occasions, including lodging a grievance in Parliament.

The Shire of Manjimup committed to a \$20,000 one off donation to assist the 3 Tier Mental Health Program to remain operational for the first half of the 2020 school year. This will ensure one component of the program, Tier 3, continues for six months, whilst the partners seek a long term funding solution.

The contribution by the Shire of Manjimup to this program demonstrates the value that this Shire has placed on the program, and the importance of maintaining a local solution in the regional and disadvantaged communities.

GP Down South have requested that the Nannup Shire Council will consider making an additional contribution to the 3 Tier Program, to go towards enabling this program to continue to function in its entirety. Other shires will also be approached including the Shires of Bridgetown and Boyup Brook.

The co-ordinator is hopeful that each Shire will consider a contribution of \$5000 to assist the Tier 1 and Tier 2 components to continue over the next six months. A Local Government contribution will also demonstrate to the State Government the value that our local community places on the Program, and would add a great deal of weight to the submission to the Mental Health Commission.

## **STATUTORY ENVIRONMENT:**

Council has the statutory ability to allocate funding to Not for Profit programs such as this. Any decision of Council to amend the Annual Budget must be by Absolute Majority decision of Council.

## **POLICY IMPLICATIONS:**

Policy FNC 3 – Community Group Grants and Donations:

1. Requests for donations outside of the Community Grants budget deliberations are to be made in writing, giving full details of the organisation concerned and the purpose for which the donation will be used. Council reserves the right to request any information necessary in order to arrive at a decision whether or not to provide a donation in any instance.
2. All requests for donations outside of community grant budget deliberations shall be included in the next available agenda, which will include a report from staff detailing the availability and source of funds from Council's budget if recommended for approval
3. Council at its discretion shall approve or not approve donations outside of community grant budget deliberations.

## **FINANCIAL IMPLICATIONS:**

An adjustment to the budget is made.

## **STRATEGIC IMPLICATIONS:**

Our Council leadership

- A listening leadership that provides and represents all
- To do what is right and fair for the people

**RECOMMENDATIONS:**

That Council support the 3 Tier Youth Mental Health Program through a financial contribution of \$5000.

**Amended Motion:**

**20020 BUCKLAND/STEVENSON**

- 1. That Council support the 3 Tier Youth Mental Health Program through a financial contribution of \$5000.*
- 2. That a letter accompanies the remittance advice of this payment to advise that this is a one off donation that is not to be repeated in 2021.*

**CARRIED (7/0)**

AGENDA NUMBER:	12.4
SUBJECT:	Visitor Servicing – Blackwood Café Proposal
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ASS 21
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 February 2020
ATTACHMENT:	12.4.1 – Blackwood Café Visitor Servicing Proposal

### **BACKGROUND:**

In January the Chief Executive Officer and the Economic & Community Development Officer met with Betty Prichodko from the Blackwood Café; who together with a BigN representative discussed the prospect of taking on visitor servicing through the Café. Since that meeting, the Blackwood Café prepared a brief proposal for discussion at the Tourism Committee meeting to deliver 7-day visitor servicing. Please refer to Attachment 12.4.1.

The Expression of Interest document advertised late last year has been shared with the proponent and they are agreeable to the requirements.

In the February, at the Tourism Committee meeting Betty Prichodko offered a 10-minute presentation on Visitor Servicing Proposal at Blackwood Café, there was no quorum at the meeting to make a decision in regards to this.

### **COMMENT:**

The visitor servicing contract with the Nannup Community Resource Centre was an interim measure until another option was made available, this is in place until March 31, 2020.

The Blackwood Café will be supported by the Shire to establish the service throughout the month of March with the intent to deliver the service from 1 April 2020, in time for the busy period of Easter.

### **STATUTORY ENVIRONMENT:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

The visitor servicing contract payment comes out of the funds allocated in the 2019 - 2020 and budgeted for in the 2020 - 2021 budget.

**STRATEGIC IMPLICATIONS:**

Our Economy

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

**RECOMMENDATIONS:**

That Council support the Chief Executive Officer to negotiate a contract with the Blackwood Café for a period of 16 months ending 30 June 2021; to be considered for renewal with mutual consent three months prior to this date.

**20021 DEAN/MELLEMA**

***That Council support the Chief Executive Officer to negotiate a contract with the Blackwood Café for a period of 16 months ending 30 June 2021; to be considered for renewal with mutual consent three months prior to this date.***

**CARRIED (7/0)**

AGENDA NUMBER:	12.5
SUBJECT:	Upgrade of Chairs at Recreation Centre.
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	REC 2
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	23 January 2020
ATTACHMENT:	12.5.1 - Quotes for new chairs

**BACKGROUND:**

The chairs that are currently available for public use at the Recreation Centre are reaching a stage of degradation. There are currently 150 in the collection and these are used by the many user groups utilising the Recreation Centre including patrons attending funerals that are held from time to time at the centre.

Included within the 19/20 Budget was a line item to replace these chairs with more suitable options including an extra 50 chairs with arm rests to support the elderly and grieving members of the community when needed including during funeral services.

**COMMENT:**

Based on the reasoning that these chairs have been budgeted for replacement within the current financial year, officers have begun sourcing possible options available for the replacement chairs. This then will result in the current stock of chairs being surplus to Council's needs.

It is therefore an Officer recommendation that a tender process be completed to ascertain if any community groups, individuals or businesses would like to purchase the existing stock of chairs.

**STATUTORY ENVIRONMENT:**

Local Government Act  
3.58. Disposing of property

**POLICY IMPLICATIONS:**

Purchasing Policy ADM 4.



## **FINANCIAL IMPLICATIONS:**

Should there be interest and tenders submitted for the purchase of the current stock of chairs, funds raised will be used to support the cost of replacing the chairs.

## **STRATEGIC IMPLICATIONS:**

Our Economy –

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

## **RECOMMENDATIONS:**

1. That Council approve the sale of the old chairs at the Recreation Centre through tender process.
2. Any funds raised will be put towards the cost of purchasing new chairs.

## **20022 BUCKLAND/FRASER**

- 1. That Council approve the sale of the old chairs at the Recreation Centre through tender process.**
- 2. Any funds raised will be put towards the cost of purchasing new chairs.**

**CARRIED (7/0)**

AGENDA NUMBER:	12.6
SUBJECT:	Request to Support Lions Cancer Institute Event
LOCATION/ADDRESS:	Grand Cinemas - Como
NAME OF APPLICANT:	Lions Cancer Institute (Inc.)
FILE REFERENCE:	FNC 10
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	5 February 2020
ATTACHMENT:	12.6.1 - Email from Lions Cancer Institute (Inc.)

**BACKGROUND:**

The “Special Children’s Big Day Out” is an annual event run by Lions Cancer Institute (Inc.). It is promoted as a Red Carpet event with the purpose of this event being to ensure that approximately 5,100 special needs children and carers can be taken out of hospital for the day to experience an outing that, as a result of current circumstances, may not be afforded to them at this point in time.

This event will see these children taken from all the hospitals that they are currently residing in on the 11<sup>th</sup> of April and transported to the Grand Cinemas in Como. For some this will be a first time experience. The children, who due to their illness won’t get out of hospital for Easter, will receive refreshments, show bags, a pre-released movie for them to enjoy and a visit from Easter Bunny who will be giving out Easter Eggs. It is important to note that all of this can only be made possible with the generosity from the community as there currently is no State or Federal Government Funding to support this event.

The reason for the request to the Shire of Nannup for support is that there will be seven children attending this event that live within the Shire of Nannup.

**COMMENT:**

The Lions Cancer Institute Inc., was formed in 1989 and is a subsidiary of the Lions Clubs of Australia. The Institute was formed to serve the community; and especially its rural and remote members who have poorer outcomes as a result of cancer. The Institute is distinguished by having a large body of dedicated and highly qualified volunteers who make a difference to cancer patients, and particularly those with skin cancer. Service’s provided include a cancer skin screening service, research projects and events like the “Children’s Big Day Out’. Their motto is “*Saving Lives in your community through screening and research*”.

The contribution asked is minimal especially when compared to the perceived enjoyment that attending this event is intended to provide to participants of the day. Total sponsorship requested is \$100 per local child which equates to \$700 overall.

Council's Policy FNC 3 – Community Group Grants and Donations provides commentary around the request for donations.

**STATUTORY ENVIRONMENT:**

Nil

**POLICY IMPLICATIONS:**

Policy FNC 3 – Community Group Grants and Donations:

*“3. Requests for donations outside of the Community Grants budget deliberations are to be made in writing, giving full details of the organisation concerned and the purpose for which the donation will be used. Council reserves the right to request any information necessary in order to arrive at a decision whether or not to provide a donation in any instance.*

*4. All requests for donations outside of community grant budget deliberations shall be included in the next available agenda, which will include a report from staff detailing the availability and source of funds from Council's budget if recommended for approval*

*5. Council at its discretion shall approve or not approve donations outside of community grant budget deliberations.*

**FINANCIAL IMPLICATIONS:**

Total contribution of \$700.

**STRATEGIC IMPLICATIONS:**

Shire of Nannup Community Strategic Plan 2017-2027 – Our Community Leadership - Strategy 5.1 Support Existing and Emerging Community Groups.

**RECOMMENDATION:**

That Council advises the Lions Cancer Institute Inc., that the Shire of Nannup is happy and willing to support the “Children’s Big Day Out 2020 with a sponsorship of \$700.

**20023 MELLEMA/BROWN**

***That Council advises the Lions Cancer Institute Inc., that the Shire of Nannup is happy and willing to support the “Children’s Big Day Out 2020 with a sponsorship of \$700.***

***CARRIED (7/0)***

AGENDA NUMBER:	12.7
SUBJECT:	Request to revision of funding request received 19/20 Community Grants
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Southwest Foodbowl
FILE REFERENCE:	FNC 10
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	21 February 2020
ATTACHMENT:	12.7.1 - Letter – Paul Jefferies – Committee member

**BACKGROUND:**

Within the 19/20 round of Council’s Community Grant program a submission was received for the South West Food Bowl requesting funding for both the purchase of a laptop and support towards the bi-annual event next due to be held in the 2020/21 financial year. During Council considerations of this program Council reached a decision to support the purchase of the laptop only.

With staff changes there was an error made that resulted in three submissions being advised that they had been successful in receiving 100% of the grant requested. The reality was that there had been reductions made between the requested amount and the actual funding secured.

This error was noticed prior to any funding being received however in the interim there were letters sent that did state that all funding asked for had been secured.

As soon as the error was noted, contact was made with each of the community groups and apologies given. Following these conversations funds were released.

**COMMENT:**

While it never ideal for a situation such as this to occur, the error itself was a genuine error on behalf of the officer and as mentioned above as soon as this error was noted contact was made with the affected groups.

The letter attached suggests that if the funding is not re-instated then legal action will be considered. From officers’ perspective, given that the event that the funding is being used to support is not to occur until after the next round of funding has been completed the best way forward would be to firstly re-iterate our sorrow at the mix-up that occurred and further encourage the Southwest Foodbowl to complete an application for assessment within the Community Grants Program for 20/21. Further included within the letter would be acknowledgment that if this funding application is

successful, funds will be forwarded in a such a timely fashion to ensure they are available to support the event that is due to occur in October 2020.

**STATUTORY ENVIRONMENT:**

Nil

**POLICY IMPLICATIONS:**

Policy FNC 3 – Community Group Grants and Donations:

1. Council will advertise submissions for community grants in the local newspaper in December/January in any given year. The deadline for submissions will be 28 February in any given year.

**FINANCIAL IMPLICATIONS:**

Total contribution of \$2,000.

**STRATEGIC IMPLICATIONS:**

Shire of Nannup Community Strategic Plan 2017-2027 – Our Community Leadership - Strategy 5.1 Support Existing and Emerging Community Groups.

**RECOMMENDATION:**

1. That Council reiterates to the South West Food Bowl its sincere apology for this mix up and encourage the Southwest Foodbowl to complete an application for assessment within the Community Grants Program for 20/21.
2. Included within the letter would be acknowledgment that if this funding application is successful, funds will be forwarded in a such a timely fashion to ensure they are available to support the event that is due to occur in October 2020.

***Amended Motion:***

**20024 DEAN/MELLEMA**

1. ***That Council reiterates to the South West Food Bowl and the Nannup Arts Council Inc. its sincere apology for this mix up and encourage the Southwest Foodbowl and Nannup Arts Council Inc. to complete an***

*application for assessment within the Community Grants Program for 20/21.*

- 2. Included within the letter would be acknowledgment that if this funding application is successful, funds will be forwarded in a such a timely fashion to ensure they are available to support the event that is due to occur in October 2020.*

**NOT CARRIED (0/7)**

**20025 CORLETT/STEVENSON**

*That this item remains on the table for further investigation as the third community group that was affected should be included in Council deliberations.*

**CARRIED (7/0)**

AGENDA NUMBER:	12.8
SUBJECT:	Fees and Charges Amendment - Hire of Temporary Fencing
LOCATION/ADDRESS:	Whole of Shire
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 30
AUTHOR:	Jonathan Jones – Manager Infrastructure
REPORTING OFFICER:	Nicole Botica – Community Development Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	10 January 2020
ATTACHMENT:	12.8.1 - Council Fees and Charges 2019/2020 12.8.2 - Community Sheds MOU

## **BACKGROUND:**

Stored at the Shire Kearney Street Depot and available for hire as per the Councils Fees and Charges are 157 panels or an estimated 300 metres of Temporary Fencing with supporting feet.

Hire of the fencing is based on a linear metre per week basis with a bond that is returned once the panels are brought back in good order.

Current hire costs as below:

Bond Per Hire \$525.00 including GST

For Other Local Governments for Extended Periods Only Per Metre/Week \$20.00 including GST

Erected & Dismantled within Nannup Town site Per Metre/Week \$20.00 including GST.

The current hire rate was calculated based on past shire labour rates and time taken to install and dismantle.

Feedback from those who have enquired about hiring our fencing have advised it is cheaper to hire this type of fencing from other hire businesses. This occurred last year for the Music Festival where the Organisers chose to source the required fencing through another supplier.

In addition, minutes of the Community Sheds Meeting Group held 9<sup>th</sup> April 2019 discuss the hire of the fencing and state *“given that the fencing was purchased in part with community group funds it was felt that hire should be complimentary to stakeholder groups on the proviso that the fencing is picked up, installed, dismantled and returned to the depot in good condition by the community group”*. As an Action the minute’s record *“Community Sheds Group to discuss temporary fencing hire when negotiating the MOU (MOU between the Shire of Nannup and User Groups of the Nannup Community Sheds) with Council”*.

Other than the enquiry from the Music Festival Organisers no other Community Group or entity has hired the fencing for at least two years.

Enquiries with a private Temporary Fencing Hirer have determined a rate of \$14.66 per metre inclusive of GST. Each fencing panel is 2.4 metres in length. The fencing hire rate includes transport to and from site, erection and takedown with no bond required to be paid.

#### **COMMENT:**

Due to the current lack of interest by the public in hiring our Temporary Fencing, officers suggest that Council revisit the hire terms, cost to hire and bond imposed with the view to dry hiring the fencing and reducing the hire and bond charge therefore making the hire of the fencing more attractive.

It is suggested that the person/s or group hiring pick up, transport, install and dismantle the fencing themselves and propose a reduced rate of \$5.50 including GST be charged per panel per week with a bond of \$250.00 applying regardless of the number of panels hired and that terms of hire are only to those persons, groups or organisations within the boundaries of the Shire of Nannup and for use within the Shire of Nannup.

The Local Government Act 1995 Part 6 Division 5 Subdivision 2 allows Local government to give notice of fees and charges, stating

*“If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of — “*

*(a) Its intention to do so; and*

*(b) The date from which it is proposed the fees or charges will be imposed*

#### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995*

*Part 6 Division 5 Subdivision 2*

*6.16 Imposition of fees and charges (3)*

*6.17 Setting level of fees and charges*

*6.19 Local government to give notice of fees and charges (a) & (b)*

#### **POLICY IMPLICATIONS:**

Nil.

#### **FINANCIAL IMPLICATIONS:**

Financial Year Fees and Charges 2019/2020 and 2020/2021

#### **STRATEGIC IMPLICATIONS:**

Listen – Support existing and emerging community groups



**RECOMMENDATION:**

That Council:

1. Allow dry hire of the Shires Temporary Fencing to person/s groups or organisation/s only within the boundaries of the Shire of Nannup with those person/s groups or organisations picking up, transporting, installing and dismantling the fencing themselves.
2. Allow hire of the Shires Temporary Fencing at a reduced rate of \$5.50 per panel per week inclusive of GST with a bond of \$250.00 and subject to the *Local Government Act 1995* this fee to become effective within the 2019 2020 Financial Year.

**20026 BROWN/CORLETT**

***That Council:***

1. ***Allow dry hire of the Shires Temporary Fencing to person/s groups or organisation/s only within the boundaries of the Shire of Nannup with those person/s groups or organisations picking up, transporting, installing and dismantling the fencing themselves.***
2. ***Allow hire of the Shires Temporary Fencing at a reduced rate of \$5.50 per panel per week inclusive of GST with a bond of \$250.00 and subject to the Local Government Act 1995 this fee to become effective within the 2019 2020 Financial Year.***

**CARRIED BY ABSOLUTE MAJORITY (7/0)**

AGENDA NUMBER:	12.9
SUBJECT:	Budget Monitoring – December 2019
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Susan Fitchat – Corporate Services Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	30 January 2020
ATTACHMENT:	12.9.1 - Financial Statements for the period ending 31 December 2019

**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 12.9.1.

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 December 2019 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 December 2019 be received.

**20027 MELLEMA/BUCKLAND**

***Monthly Financial Statements for the period ending 31 December 2019 be received.***

***CARRIED (7/0)***

AGENDA NUMBER:	12.10
SUBJECT:	Monthly Accounts for Payment - December 2019
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Susan Fitchat - Corporate Services Coordinator
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT	29 January 2020
ATTACHMENTS:	12.10.1 - Accounts for Payment – December 2019

**BACKGROUND:**

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 December 2019 to 31 December 2019 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	12152 - 12250	468,658.07
Accounts paid by cheque	20424 – 20429	5,657.00
Accounts paid by Direct Debit	DD10642.1-10661.1	56,467.76
<i>Sub Total Municipal Account</i>		<u>\$228,857.73</u>

**Trust Account**

Accounts paid by EFT	12173, 12200, 12251	597.60
Transfer to Muni Admin fees		43.25
Accounts Paid by cheque		0.00
<i>Sub Total Trust Account</i>		<u>640.85</u>

**Total Payments**

\$531,423.68

**STATUTORY ENVIRONMENT:**

LG (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 \$531,423.68 1 December 2019 to 31 December 2019 in the attached schedule(s) be endorsed.

**20028 BUCKLAND/MELLEMA**

***That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$531,423.68 1 December 2019 to 31 December 2019 in the attached schedule(s) be endorsed.***

***CARRIED (7/0)***

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

***Procedural Motion***

**20029 STEVENSON/BUCKLAND**

***That Council accept Late Item 12.11 Change to Council Meeting Times.***

***CARRIED (6/1)  
Cr Corlett voted against.***

**13.1 OFFICERS**

AGENDA NUMBER:	13.1
SUBJECT:	Change to Council Meeting times
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	
FILE REFERENCE:	
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	N/A
DATE OF REPORT:	27 February 2020
ATTACHMENT:	Nil

**BACKGROUND:**

Historically, Ordinary meetings of Council are held on the fourth Thursday of each month beginning at 4.30pm. Recently, due to work commitments this start time has proven to be unsustainable for Councillors.

**COMMENT:**

At the January 2020 Ordinary Meeting of Council a request was made for the start time of meetings be changed to allow Councillors to attend meetings without compromising on their other work commitments.

The revision would see Council meetings from March 2020 begin one hour later at than the current start time of 4.30pm. Effectively this would result in the meeting time beginning at 5.30pm on the fourth Thursday of each month.

**STATUTORY ENVIRONMENT:**

Nil

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil.

**STRATEGIC IMPLICATIONS:**

Shire of Nannup Community Strategic Plan 2017-2027 – Our Community Leadership  
- Strategy 5.1 Support Existing and Emerging Community Groups.

**RECOMMENDATION**

That as per the March 2020 meeting, following an advertising campaign to alert the general public Ordinary meeting of Council will begin one hour later than the current time of 4.30pm.

**20030 BROWN/BUCKLAND**

*That as per the March 2020 meeting, following an advertising campaign to alert the general public Ordinary meeting of Council will begin one hour later than the current time of 4.30pm.*

**CARRIED BY ABSOLUTE MAJORITY (7/0)**

**13.2 ELECTED MEMBERS**

Nil.

**14. MEETING CLOSED TO THE PUBLIC**

(Confidential Items)

Nil.

**14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

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

**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:**

The Shire President declared the meeting closed at 5.44pm.





# NANNUP SHIRE LEMC MINUTES

Meeting held 19th February 2020

CESM

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## CONFIRMATION OF MINUTES

LEMC minutes of 6<sup>th</sup> November 2019 as a true record

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Cr Tony Dean (Shire President)

# SHIRE OF NANNUP

## Local Emergency Management Advisory Committee

Wednesday 19<sup>th</sup> February 2020  
Held at the Council Chambers

# MINUTES

### 1. OPENING

Chairman opened meeting at 3:00pm.

### 2. ATTENDANCE & APOLOGIES

#### Attendance:

(TD) Cr Tony Dean – President Shire of Nannup (Chairman)  
(RB) Mr Rob Bootsma – Nannup CESM Executive Officer  
(NH) Mr Nathan Hall – DFES LSW District Officer Emergency Management  
(IG) Mr Ian Guthridge – Dept of Primary Industries & Regional Development  
(DP) Mr Duncan Palmer – DBCA Donnelly District Manager  
(Ms RB) Ms Roma Boucher – Department of Communities  
(AMc) Mr Al McNevin – Police Sargeant Nannup  
(WS) Warren Smith – St John Ambulance  
(CB) Mrs Cheryle Brown – Nannup Community Resource Centre  
(AMM) Mrs Anne-Maree Martino – WA Country Health Service  
(GM) Mrs Gloria Millward – Country Women’s Association

#### Apologies were received from:

Mrs Louise Stokes – Shire of Nannup Community Development Officer  
Ms Kym Sandiland – WA Country Health Service  
Mr Vik Cheema – Office of Emergency Management.  
Mr Matthew Goldstone – Police Nannup Constable  
Mr Ross Croft – St John Ambulance  
Mr Hal Snyder – Department of Communities  
Ms Leonie Lynch - Department of Communities  
Mr David Taylor – Shire of Nannup Chief Executive Officer  
Mr Jonathan Jones – Nannup Manager Infrastructure

### 3. PETITIONS/DEPUTATIONS/PRESENTATIONS

(TD) asked if there are any Petitions/Deputations/Presentations - None

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

LEMC meeting dated 21<sup>st</sup> August 2019 are a true and accurate record of the meeting as presented.

**Moved** Al McNevin  
**Seconded** Cheryle Brown

**CARRIED**

**5. BUSINESS ARISING FROM THE PREVIOUS MINUTES –**

None

**6. REPORTS**

6.1 (TD) asked (RB) about the Blackwood Valley Zone Response and was it implemented during the Folly Fire. (RB) provided an explanation to the meeting the response from all agencies and part of the BVZR agreement the 3 shires of Donnybrook/Balingup, Bridgetown/ Greenbushes & Nannup deployed appliances with one of the CESM's from the shires to assist with management. On the Wednesday 22<sup>nd</sup> January 2020 a 000 callout to the Folly Plantation area notified emergency services personnel in those shires and triggered the BVZR process. There was significant resources deployed to the area and fire fighters, air support and managers stopped the fire from entering a \$2.4M pine plantation. One fire fighter said to me he was exiting his driveway on Brockman Hwy when the Bridgetown Bulk Water Tanker 12.2 drove past. The BVZR is working very well based on the results of the Folly fire; the BVZR was developed by DFES, DBCA and 3 Shires representatives CEO, Chief & Deputy Chief BFCO's, CESM's. The area encompasses; western edge of the Folly up Vasse Hwy around some private properties alongside the Barrabup Forest up to St Johns Brook bridge around some private properties east along Cundinup West Rd along Cundinup Kirup Rd to South West Hwy head south to and around the west side of Mullalyup to and around the west side of Balingup to and around the west side of Greenbushes along Maranup Ford Rd to Brockman Hwy back down to the Folly area. The BVZR is on trial for 12 months to see if any alterations to the plan are necessary.

BVZR requires a minimum deployment of 1 Bush Fire Service appliance from each of the 3 shires, 1 Officer from LG from where the fire is located, 1 appliance and 1 staff member from DBCA, 1 staff member from DFES & 2 aerial suppression aircraft.

6.2 (NH) report attached

6.3 (DP)

- Resources sent to Eastern States.
- In the last 2 weeks DBCA Donnelly District experienced some lightning strikes causing several fires contained to approximately 1 Ha.
- Prescribed burning for Karri forest signed off for commencing during the prohibitive period although some rain has postponed

ignition. These burns are affected by moisture so waiting for suitable conditions to commence.

- Southern zones in the south west are approaching their Restricted Period. Varies with Local Governments generally around mid to end of March.

6.4 (AMc)

- Pre-season conference organised by DFES in Busselton very successful with differing agency operations highlighted.
- Inter-agency communications excellent, especially after the conference.
- Nannup Folly fire caused some communications issues although locals resorted to verbally contacted me by knocking on my door at home with information.

6.5 (IG) report attached

6.6 (Ms RB) report attached

6.7 (AMM)

- Staff were prepared and organised during the Folly fire.
- Nannup Hospital does not run the home care program. The home care is outsourced.
- (TD) asked about the Nannup Music Festival if the Hospital is prepared. (AMM) said the Hospital and staff are ready for the influx of visitors.

6.8 (GM)

- During Folly fire provided assistance with SES at Air Strip.
- Also members helped with food preparation.

6.9 (TD)

- Met with the Environment Minister raising some issues and concerns in Nannup.
- Additional DBCA staffing request – not supported
- Resources to be more readily available
- Air Strip water supply for refilling water tank for aerial suppression.
- Good neighbour policy – not supported
- Folly fire reports of affected marine life further investigations.
- Gracilis Rd progress, shire wants to gazette the road to the shire to provide a second access to Barrabup locality as part of emergency access during an incident. Shire wants to build a 7m wide gravel road from Mowen Rd to Barrabup Rd approximately 1km in length.

6.10 (WS)

- St Johns Ambulance provided a static first aid post for the Folly fire.

- Music Festival shall provide a First Aid Post and St Johns Ambulance are ready for the influx of attendees to the Music Festival if required via 000 call out.

## **7. GENERAL BUSINESS**

- (Ms RB) has provided the Humus exercise summary information that was performed at the Nannup recreation & Community Centre on the 17<sup>th</sup> October 2019 and could they be included in the minutes.
- (TD) asked (WS) is St Johns Ambulance ready for the Music Festival. (WS) said they will be providing a First Aid post and a method of communication as to the preferred route if an Ambulance is required within the Music Festival area.
- (AMc) said more police will be at the Music Festival with the inclusion of Drug Amnesty Bin (DAB). The DAB will be located at the entrance to the Music Festival, the DAB is a locked bin and screened approx. 3m x 3m for privacy.

## **8. NEXT MEETING**

Wednesday 13<sup>th</sup> May 2020 at 3:00pm at the Shire Office – Council Chambers, unless otherwise notified.

## **9. CLOSURE OF MEETING**

Meeting was closed at 3:40pm.

Members drove to Nannup Recreation & Community Centre to discuss incident operational arrangements during Level 2 progressing to Level 3 incident and the implications with logistics and possible layout of management services. It was decided that all agencies provide some input to the best solutions to management services at the next meeting.

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### **Shire of Nannup LEMC Meeting** DFES LSW Region Report – 19<sup>th</sup> February 2020

- **DFES LSW Incidents & Arrangements**

Several large state-wide fire incidents in Norseman, Esperance, Yanchep, Collie and Albany have kept DFES, DBCA and local governments very busy since November. Regional staff and volunteers have given an enormous effort to assist at these incidents as well as assist with bushfires in Nannup and Donnybrook in the last month. Both of these last two incidents were managed by the local governments with support from DFES & DBCA.

The third cyclone (Damien) for the season crossed the North West coast at Karratha as a high Category 3 storm. There was a relatively significant amount of

damage done with flood management being managed all the way down to Carnarvon.

- **NSW Deployments**

Twenty-three deployments were sent to assist firefighting efforts in NSW. The most recent deployment was on Monday 3<sup>rd</sup> February. The deployments have been sourced from across the state, consisting of both volunteer and career fire fighters. All deployments have now ceased given a significant rainfall in the regions.

- **Bushfire Centre of Excellence Update**

Construction of the Bushfire Centre of Excellence (BCoE) is scheduled to start this month and has been celebrated with a traditional smoking ceremony and turning of the sod. The building will consist of an administration wing and a training wing linking off opposite sides of a central foyer to form a boomerang shape. Designed as a public entrance and education space, the foyer will feature an interpretive learning centre, library, shared meeting spaces and reception area. The training wing will include a central breakout and meeting space, three large training rooms and a series of smaller training rooms with capacity to support training in virtual reality and bushfire management systems and software.

- **Large Air Tanker (Lat) Operations**

WA's fire response capabilities would be bolstered by the addition of the new MD87 large air tanker (LAT) which arrived in Perth on Monday 20 January 2020. The addition of the LAT will provide a vital capability and an enhanced defence against bushfires in support of ground crews and in the protection of the community and assets for the 2019/20 southern bushfire season.

- Standard retardant capacity of 11,350 litres
- Typical footprint on coverage level 4 is 336m long and 20m wide;
- Ability to take off and land fully loaded

- **Combined Pre-Season Forum**

DFES, DBCA and WAPOL held a combined bushfire Pre-Season Forum in late November that involved members from both the SW and LSW region participating in a two-day event to build capacity and networks in the lead up to the fire season. This was the first of its kind to involve all three agencies at a regional level and will be considered for further use across the state.

Nathan Hall

**District Officer Emergency Management – LSW**

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**SOUTH WEST DISTRICT EMERGENCY SERVICES OFFICER'S  
QUARTERLY REPORT**

**3<sup>rd</sup> Quarter – 01<sup>st</sup> January to 31<sup>st</sup> March 2020**

**Meeting:** Shire of Nannup

**Date:** Wednesday 19<sup>th</sup> February 2020

1. The Department has been activated for the following emergency events:
  - a. **Wellington Complex Bushfires** in the Shires of Collie and Dardanup on Sunday 15<sup>th</sup> December 2019 @ 7:45am, with bushfire to the north of the townsite of Collie and south in the vicinity of Wellington Dam. The Department was asked to strategically identify some welfare evacuation centres in case the town of Collie was evacuated. I contacted the Shires of Collie, Dardanup, Harvey and City of Bunbury and requested 4 centres be on standby for this event. Following the weather forecast on Tuesday 16<sup>th</sup> of windy conditions and hot weather for Wednesday 17<sup>th</sup>, the centres remained on standby until Thursday 19<sup>th</sup> December when we had permission from the hazard management agency, DBCA / PWS to stand down. All clear was issued on Monday 23<sup>rd</sup> December 2020.
  - b. **Treasure Road Bushfire** in the Shire of Harvey on Monday 20<sup>th</sup> January 2020 from 7pm, with bushfire to the north of Kemerton Industrial Estate and to the east of Forrest Highway, in the vicinity of Treasure and Wellesley Road. The Shire opened Leschenault Leisure Centre and 3 of our staff attended with our emergency kit and trailer with bedding provisions. In liaison with the Incident Controller (DBCA/PWS) the welfare evacuation centre was closed from 10.30pm with a sign on the door with contact details should anyone present overnight. Our Emergency Services Unit On Call officer was provided some local accommodation options and 3 SW staff were on-call overnight in case conditions changed during the night. All clear was issued on Tuesday 28<sup>th</sup> January 2020.
  - c. **Folly Bushfire** in the Shire of Nannup on Wednesday 22<sup>nd</sup> January 2020 from 3:40pm, with the bushfire impacting approximately 1.5 kilometres from Nannup townsite. Some nearby residents were evacuated and the Shire opened the Nannup Recreation and Community Centre to assist. In liaison with the DFES LSW Superintendent and Incident Manager (Shire of Nannup), the welfare evacuation centre was closed from 6pm with a sign on the door with contact details. Our Emergency Services On Call officer was provided some local accommodation options and 3 SW staff were on-call overnight in case conditions changed during the night. All clear was issued on Tuesday 28<sup>th</sup> January 2020.
  - d. **Beelerup Bushfire** in the Shire of Donnybrook-Balingup on Wednesday 29<sup>th</sup> January 2020 from 2.45pm with the bushfire to the east of Donnybrook townsite with bushfire impacting Beelerup and Queenwood. First alert was Emergency Warning but was fairly quickly lowered to Watch and Act. An Incident Support

Group (ISG) meeting was convened at 4pm to update agencies on the event. A second series of alerts was received in the same area, and the all clear was issued on 5<sup>th</sup> February 2020.

2. We were advised by City of Busselton of a 5,000ltr gas tank leak at a service station on the corner of Busselton Bypass and Strelley Street at 8:14am on Thursday 6<sup>th</sup> February. DFES alert was issued at 8:41am; nearby businesses were evacuated; the bypass and several main roads were closed. Regular phone and email updates were received from the City and DFES; a 'contained' alert was issued @ 9:58am.

## **Post Operation Report Folly Bushfire**

### **Event Details**

**Name of Event:** Folly Bushfire

**Date:** 22<sup>nd</sup> January to 28<sup>th</sup> January 2020

**Cost Centre Code:** 03775

**Emergency Type:** Bushfire

The Folly Bushfire commenced in the vicinity of Brockman Highway, 2 km east of the town of Nannup in the Shire of Nannup on Wednesday 22<sup>nd</sup> January 2020. A Watch and Act was issued at 2:15pm and later alerts were issued for people in an area bounded by Brockman Highway, Gypsum Road, Gerardhi Road and west of the Ellis Creek State Forrest, being Department of Biodiversity, Conservation and Attractions (DBCA) tenure land. The cause of the fire was accidental.

**Authorised Emergency Code:** No code generated

### **DC Activated By:**

Phil Brandrett, DFES Lower South West Superintendent phone Roma, Boucher, DESO SW at 3:41pm on Wednesday 22<sup>nd</sup> January 2020 to advise Shire of Nannup were managing the fire with the assistance of Parks and Wildlife Service (PWS) and DFES Blackwood Response zone. Phil advised the Shire of Nannup Community Emergency Services Manager was on personal leave; Robin Mellema, Incident Controller and Chief



Bushfire Control Officer was at site together with Peter Thomas, DFES District Officer Capes. Planning was in anticipation of the fire going to Level 2 and upgraded to Emergency Warning. We discussed potentially opening a welfare evacuation centre, including alternate centres if people needed to evacuate to Bridgetown with the closure of Brockman Highway. Conditions were changing rapidly; Phil needed to get off the phone and advised to wait for his next call.

### **Location of Event:**

The fire started near the intersection of Brockman Highway and Brockman Road, East Nannup. Alerts on Wednesday were updated to include Lindsay Road, Brockman Road and Felspar Road to the south and the Balingup-Nannup Road and Ellis Creek State Forrest to the north. Alerts on Thursday included an area bounded by Asplin Road to Estate Road to Balingup-Nannup Road to the west; Brockman Highway (Bridgetown Road) including Lindsay Road to the south; Brockman Road and Felspar Road, north of Brockman Highway (Bridgetown Road) to the east and west of the Ellis Creek State Forest.

### **Location/s of the Welfare Evacuation Centre/s if opened:**

Louise Stokes, Public Information Officer and contract Local Recovery Coordinator for the Shire of Nannup phoned at 3:48pm to advise the Shire of Nannup proceeded to open the Nannup Recreation and Community Centre (NRCC) and activated a local Red Cross Volunteer to register evacuees. Louise advised 5 properties had been contacted to evacuate; a family of four (2 adults and 2 children) were proceeding to the NRCC.

Louise was concerned the Incident Control was being set up on the adjacent oval, and I advised this also occurred with the Lewana Bushfire last year. She advised the Incident Management Team (IMT) were based in the adjacent Community Centre building and an IMT due to commence shortly. An Incident Support Group (ISG) meeting would be scheduled to follow.

### **DC Office Activated:**

Phone calls were made to Kim Dean, ESU On-Call; Mel Croke, Regional Director SW and Carol Jacobs, Acting District Director briefed together, and I spoke to Hal Snyder, Team Leader at the Busselton office.

In preparation for an activation the Busselton office booked out two of the larger vehicles on the booking system; Hal Snyder and Kate Howlett fuelled the cars; the ES kit was packed into two vehicles. I checked accommodation options at the Nannup Motel and was advised there were plenty of rooms upstairs and 6 motel units available,

including a disability unit. If only a small number of evacuees presented, we would consider accommodating them at nearby accommodation facilities.

Staff were advised, and an initial response team identified and smaller team to take over later in the evening for the overnight shift. I contacted Maggie Longmore, Australian Red Cross volunteer to ask about presentations and she advised no-one had attended at the welfare evacuation centre. She was also told a family of four would present.

Hal Snyder was scheduled to be the on-call officer for the SW overnight, so he swapped with Karen Barrett-Lennard, Relieving Team Leader to be available for this activation. Four staff were stood down in anticipation of a smaller event; and 3 staff would remain on-call overnight.

SW Staff activated by this event:

Position/Title	Name of staff members
Regional Director, SW	Mel Croke
Acting DD, SW	Carol Jacobs
TL and LWCC	Hal Snyder
Clinical Psychologist Child Protection Worker Child Protection Worker Snr Residential Care Worker	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> Shift to 10.00pm, but stood down prior to 6pm</li> <li>• Moira Buckley</li> <li>• Anna Culverwell</li> <li>• Jamie-Lee James</li> <li>• Donna Chatfield</li> </ul>
Team Leader & LWCC Snr Child Protection Worker Child Protection Worker	2 <sup>nd</sup> Shift from 10pm, but then on-call overnight <ul style="list-style-type: none"> <li>• Hal Snyder</li> <li>• Meagan Ouwendyk</li> <li>• Kate Howlett</li> </ul>
DESO, SW	Roma Boucher

#### Duration of Activation:

- **DC advised of incident:**  
DESO activated at 3:41pm on Wednesday 22<sup>nd</sup> January 2020 by mobile phone;
- **DC activated:**  
DESO made phone calls to ESU, RD, A/DD, BM and spoke to TL/LWCC;
- **Welfare Centre opened:**  
Nannup Recreation and Community Centre (NRCC) was prepared by Shire of Nannup and they arranged for a Red Cross volunteer to attend.
- **Welfare Centre closed:**

The NRCC was closed from 6:30pm, with a sign on the door with ES on call officer contact details should any evacuees present during the night. I emailed ES with some accommodation options in the local area (refer email @ 6:14pm). Three staff were on call overnight to 8am.

- **DC stood down:**  
DC kept cars packed over the Australia Day long weekend as hot and windy conditions were forecast; and stood down on Tuesday 28<sup>th</sup> January.
- **All clear** received on Tuesday 28<sup>th</sup> January.

### **Community/Communities Impacted:**

Tank Five area was closed to everyone except emergency services and residents from Friday 24<sup>th</sup> January to Wednesday 29<sup>th</sup> January. The closure included mountain bikes, trail bikes and four-wheel drive vehicles. The roads included in the closure were:

- Zircon, Asplin, Annels, Folly, Rowe, Ellis Creek, Stallard and Glacier Roads

Community Information points were available at Nannup - Eziway, Caravan Park, Shire Office, Caltex Petrol Station and Community Resource Centre.

### **Services Provided**

- **Emergency Accommodation including Welfare Evacuation Centre/s; hotel/motel; other:**

Nil

- **Emergency Catering:**

Nil

- **Personal Requisites:**

Nil

- **Personal Support Services:**

Nil

- **Registration and Reunification:**

Nil

- **Financial Assistance:**

Nil

### **Expenditure Incurred**

- On call claims for staff
- Overtime and on call claims for Roma

### **Resources Utilised**

Nil

### **Follow up action required by DC in relation to:**

#### **1. Accommodation:**

Nil

**2. Emergency Catering:**

Nil

**3. Personal Requisites:**

Nil

**4. Personal Support Services:**

Nil

**5. Registration and Reunification:**

Nil

**6. Financial Assistance:**

Nil

**General Comments:**

DESO attended the following Incident Support Group (ISG) meetings -

- Wednesday 22<sup>nd</sup> January @ 6:30pm
- Thursday 23<sup>rd</sup> January @ 10:00am
- Friday 24<sup>th</sup> January @ 10:00am

provided email updates to ESU, RD, A/DD and TL's; and provided DC input to the Impact Statement on 23<sup>rd</sup> January (email 10:01am).

At the time of writing this report, no operational debriefs have been scheduled (or that have included this Department).

Forest Products Commission reported approximately \$2m worth of pines were in the line of fire and supported the incident by providing resources night and day.

A letter of thanks was received from the Shire on Nannup by email on 5<sup>th</sup> February 2020 indicating –

*“the Level 2 fire started by instant combustion in a bio-mass heap 2kms from Nannup townsite. The fire’s proximity to the townsite and mature plantation timber had the potential to severely impact community amenity and economic returns for Forest Products Commission and local businesses.*

*Whilst there was no deployment of Department of Communities to Nannup we appreciate the support via phone and at the ISG meetings, ensuring that all agencies are across the incident.*

*Without the support of the Agencies, staff and volunteers the fire would have been very difficult to control and monitor, particularly over the period of several days. “*

**Recommendations:**

Nil

**Post Operational Report completed by:**

**Name: Roma Boucher**

**Position:** District Emergency Services Officer  
**Location:** South West / Busselton  
**Phone No:** 08 9752 5620  
**Mobile No:** 0427 476658  
**Email Address:** [roma.boucher@communities.wa.gov.au](mailto:roma.boucher@communities.wa.gov.au)  
**Date:** 4<sup>th</sup> February 2020

**On Call Officer, Emergency Services Unit Review**

**GENERAL COMMENTS:**

Thanks Roma. Good pragmatic response and excellent feedback from LGA

**RECOMMENDATIONS:**

Nil

**Name of On Call Officer:** Kim Dean, Director Emergency Services

**Date:** 6<sup>th</sup> February 2020

**Post Operation Report Distributed to:**

<b>Name</b>	<b>Agency</b>	<b>Title</b>	<b>Contact Details</b>
Kim Dean	Department of Communities (DC)	Director ESU	08 6217 8194
Mel Croke	DC	Regional Director, South West	08 9722 5000
Carol Jacobs	DC	Acting District Director, South West	08 9722 5000
Amber Fabry	DC	Regional Executive Director, South West	08 9722 5000
Robert Bootsma	Shire of Nannup	Community Emergency Services Manager	08 9756 1018

**Roma Boucher**

**District Emergency Services Officer**

**Ian Guthridge | Manager – Manjimup Research Facility**

Regional Operations & Horticulture Science

Industry & Economic Development

Department of Primary Industries and Regional Development

Manjimup.

<b>DISTRICT/ LOCAL EMERGENCY MANAGEMENT COMMITTEE REPORTING</b>				
Agency: <b>Department of Primary Industries and Regional Development</b>				
Date: <b>(01 Oct 2019 – 17 Feb 2020)</b>				
Incident Support Group Activation (ISG): <b>Not applicable</b>				
Date	Type of Incident	Location of Incident	Resources & Agencies Involved	Comments/Outcomes
Feb 18 - Ongoing	Brown Marmorated Stink Bug	Perth Metro - focused on transport distribution points.	DPIRD/DAWR	Insect Pest – Transitioned to ‘Business as Usual’ Surveillance Activities
Feb 19 – Ongoing	Browsing Ant	State wide	DPIRD/DAWR	Insect Pest – Surveillance activities
Mar 19 - Ongoing	European Wasp	Perth Metropolitan	DPIRD/LG	Insect Pest – Eradication Program
Ongoing	TPP	State	DPIRD/Industry	Insect Pest - National Surveillance program
Aug 19 – Ongoing	Pastoral Dry Season 2019	State	DPIRD/Industry	Animal Welfare Prevention
Nov 19 – Ongoing	Red Imported Fire Ant	Perth / Fremantle focused on transport distribution points.	DPIRD/DAWR	Insect Pest – Eradication and surveillance activities
Dec 19 – Feb 2020	Natural Hazard Responses	State Wide support	DFES/DPIRD	Summary of DPIRD support to ISG/OASG/AHLG activations provided within the Dep’t Reporting section below.

## DPIRD Reporting

DPIRD has provided support to events managed by the Department of Fire and Emergency Services and/or local government. This included 5 bush fires; 3 complex bush fires and 2 cyclones.

Areas impacted include Yanchep/Guilderton/east side of Gingin; Wellington complex; Mogumba bush fire; Norseman bush fire complex; Mt Success bush fire, Tropical Cyclone Blake (Cat 2); Baldvis bush fires; Forrestania bush fire complex (Hyden, Lake King and NE Ravensthorpe); Severe Tropical Cyclone Damien (Cat 3); Katanning West bush fire.

Stock losses have been minimal with minor damage to State infrastructure (State Barrier fence was cut to allow access of fire vehicles but has now been repaired) and farm infrastructure; boundary and internal farm fence losses have been recorded.

### Biosecurity Incidents and Responses - Update

Plant and Insect pest responses have been conducted with the assistance of affected Industry and Local Government (generally liaison and access) where relevant. No Plant or Insect responses required a coordinated interagency response or activation of an ISG or OASG.

Brown Marmorated Stink Bug (BMSB) has transitioned to ongoing surveillance as part of DPIRDs surveillance programs under National arrangements. Ongoing surveillance activities are focussed on transportation hubs within the wider Perth Metropolitan area e.g. Kewdale, Welshpool, Fremantle etc.

Browsing Ant response has transition to a National program, DPIRD activities are focussed on surveillance to verify eradication across the State.

Tomato Potato Psyllid (TPP). DPIRD continues to contribute to the Horticulture Innovation Australian program (National approach) reference TPP trapping and surveillance to establish pest presence.

DPIRD is currently working with industry and dedicating additional staff and resources to the 2019 Pastoral Dry Season response. The response aims to support Industry through the prevention and early detection of animal welfare issues in affected areas. Additional resources are being allocated to the surveillance and monitoring of at risk properties; early intervention with respect to emerging animal welfare incidents; and long term planning to develop Industry resilience to dry season conditions by Dec 2019.

DPIRD has been responding to the category 2 Red Imported Fire Ant (RIFA) - Fremantle. DPIRD's continues to facilitate surveillance activities in the port area and surrounds since November 2019 - no further RIFA infestations detected.

### DPIRD Policy Update

The State Support Plan for Animal Welfare in Emergencies (SSP AWE) was approved by the State Emergency Management Committee (SEMC) on 22 November 2019. The purpose of this plan is to provide the community of Western Australia (WA), including emergency services and the animal management sector, with integrated arrangements for animal welfare within the State's emergency management framework to ensure that animals are planned for and their welfare is appropriately addressed in any emergency.

Additional information on these pests are available at [www.agric.wa.gov.au](http://www.agric.wa.gov.au).

Attachment 12.1.1

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
2020/02	Robert Thomas & Lena Wickison	Mick Bray Building	A1816	Lot 1233 (15) Diggers Green, Nannup	Grouped dwelling	Works & use	\$300,000	10/02/2020	Yes - 2 weeks	28/02/2020	Delegated - CEO
2020/03	Phoenix Agriculture Pty Ltd	Phoenix Agriculture Pty Ltd	A479	Lot 4040 (8757) Vasse Hwy, Biddelia	Bed & breakfast	Use	\$5,000	12/02/2020	No - neighbour provided email	17/02/2020	Delegated - CEO



## Attachment 12.2.1

Policy Number:	LPP 23
Policy Type:	Local Planning Policy
Policy Name:	<b>Plantations and Agroforestry</b>
Policy Owner:	Chief Executive Officer

**Authority:** Shire of Nannup Local Planning Scheme No. 3

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### POLICY BASIS

This is a local planning policy prepared under the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and the *Shire of Nannup Local Planning Scheme No. 3 (LPS3)*.

### OBJECTIVES

The objectives of this Policy are to:

1. Promote agroforestry where integrated with other rural and/or conservation activities and where it is effectively managed.
2. Outline areas favoured for plantations along with non-preferred locations.
3. Ensure that relevant planning considerations are suitably addressed.
4. Conserve and enhance environmental assets.
5. Assist the local government in determining applications for agroforestry and plantations by setting out matters local government will have regard for in assessing applications.
6. Provide increased certainty for landowners, the community and others and to assist in providing greater consistency in decision making by the local government.

### DEFINITIONS

In this Policy, the following definitions apply:

**“Agricultural Priority”** - means Agricultural Priority 1 – Scott Coastal Plain Zone and Agricultural Priority 2 zone.

**“Agroforestry”** - means land used commercially for both tree production and agriculture where trees are planted in blocks of more than one hectare. Agroforestry is the combining of agriculture and tree growing, to produce both agricultural products and tree products for commercial, land management or environmental purposes. It is also known as “farm forestry”.

**“Code of Practice”** - *Code of Practice for Timber Plantations in Western Australia* (2014), produced by Forest Industries Federation WA, Forest Products Commission and Australian Forest Growers, or as revised.

**“Relevant planning considerations”** include:

- Matters set out in Clause 67 of Schedule 2, Part 9 of the Regulations;
- the Code of Practice;
- the *Guidelines for Plantation Fire Protection* (2011 or any updates) produced by the former Fire and Emergency Services Authority of Western Australia; and
- matters set out in the Policy Provisions section of this Policy.

**“Plantation”** - based on LPS3, “has the same meaning given to the term in the *Code of Practice for Timber Plantations in Western Australia* (2006).”

**“Plantation Management Plan”** - provides details of the way in which a tree crop will be developed and managed, and aims to demonstrate the means by which the principles of environmental care, cultural and fire management objectives are achieved. A Plantation Management Plan generally includes a Plantation Map, Establishment Plan, Maintenance Plan and Fire Management Plan.

## **Application of the Policy**

This Policy applies throughout the municipality. In this Policy, the municipality will be called the “district”.

## **Links to Local Planning Scheme and Other Documents**

This Policy relates to various requirements set out in LPS3, the *Shire of Nannup Local Planning Strategy*, *State Planning Policy 2.5 Rural Planning*, the *Code of Practice* and the *Guidelines for Plantation Fire Protection*. Where there is an inconsistency between this Policy and LPS3, then LPS3 prevails and to the extent of such inconsistency.

## **POLICY PROVISIONS**

### **1. General**

The local government:

- Supports agroforestry on appropriately zoned land (including “Agricultural Priority”) subject to the proposal or application addressing relevant planning considerations;
- Encourages plantations to be located on land zoned “Agriculture”, which are outside of Landscape Values Areas and more than 3 kilometres from the Nannup townsite (see Attachment 1), provided relevant planning considerations are suitably addressed; and
- Will consider, on its merits, plantations on land zoned “Agricultural Priority” subject to the application addressing relevant planning considerations.

The local government generally discourages:

- The use of whole farms for plantations on zoned Agricultural Priority;
- New plantations on highly capable land zoned Agricultural Priority;
- New plantations in areas within the Landscape Values Special Control Area as set by LPS3; and
- New plantations within 3 kilometres of the Nannup townsite (see Attachment 1).

The onus of proof rests with the applicant to justify their application based on the requirements of this Policy. Additionally, applicants are required to justify their application if variations are proposed to this Policy.

### **2. When is a Development Application required?**

Development approval is not required for the planting of trees for land rehabilitation, shelter belts or for other land management/environmental purposes provided the total area of planting is less than 4 hectares for the lot. Landowners should however advise the local government in writing and via preparation of a site plan showing the proposed planting. There is a separate

requirement to ensure the plantings are appropriately managed to address fire risk and comply with the local government's Firebreak Notice.

No Development Application is required for agroforestry provided no more than 4 hectares of planting occurs on any lot or location. A Development Application must be submitted and approved by the local government prior to the commencement of agroforestry above 4 hectares.

A Development Application is required to be lodged for any proposed planting of trees, for commercial or land management/environmental purposes, exceeding 4 hectares on any lot or location, regardless of whether the trees are proposed to be harvested or not. The local government expects that the tree planting will be effectively managed on an on-going basis.

Where development approval has been obtained for agroforestry or a plantation, no Development Application is required for a second rotation.

A Development Application is required for three or more rotations and/or the establishment of a new planting.

### 3. Agroforestry compared to plantations

In providing guidance between agroforestry and plantations, the local government will assess if the planting area is "agroforestry" having regard for:

- The area of the planting on each lot;
- The percentage of the planting area on a lot by lot basis. Generally, a 20% maximum planting area applies;
- The extent of existing remnant vegetation areas; and
- Whether a significant portion of each lot can continue to be used for agriculture.

The local government encourages the integration of tree planting with agricultural operations and conservation initiatives.

### 4. Code of Practice

The local government expects operators will design and manage their plantation in accordance with the Code of Practice.

The local government requires the preparation of an appropriate Plantation Management Plan to accompany applications in accordance with the Code of Practice.

### 5. Location and compatibility with adjacent land uses

To reduce potential adverse impacts from inappropriate siting, development or management of agroforestry and plantations, the local government will consider the following matters:

- The proximity to any land zoned in LPS3 or earmarked in the Local Planning Strategy for residential, rural residential or rural smallholding lots;
- Separation distances between the proposed planting and any off-site "sensitive use", including dwellings and holiday accommodation, commercial workplaces (as determined by the local government), aquaculture operation or community/recreational area);
- The suitability of the application site in terms of the road network capabilities and public safety;

- The visual impact when viewed from State and regional roads, along main tourist routes and within the Landscape Values Area as set out in LPS3; and
- Whether aerial spraying is proposed.

The local government encourage operators, plantation managers and landholders to work in partnership to develop and sustain being a “good neighbour”.

## 6. Fire management plans

The local government:

- Expects that agroforestry and plantation designs do not compromise the fire safety of the local community;
- Expects landowners and plantation operators to have effective mitigation measures and assets to reduce fire risks of their planting and to reduce fire risks on the Nannup townsite and nearby rural living areas (rural residential and rural smallholding); and
- Seeks to reduce fire risks in and around the Nannup townsite. As a guideline, the local government discourages new plantations within the area shown in Attachment 1 unless the applicant provides increased fire mitigation measures to the satisfaction of the local government.

Where there is approved existing plantation, within the area outlined in Attachment 1, a second rotation can be planted without requiring local government development approval. Additionally, the replacement of an existing plantation may be applied via a Development Application provided the area of planting is no greater than an existing plantation. This is however subject to suitable fire mitigation measures to the satisfaction of the local government which could include:

- The provision of additional fire-fighting equipment/assets;
- Proposing agroforestry in relevant parts of the application site, especially closer to the Nannup townsite, with management measures such as grazing outlined to manage fuel load on an on-going basis; and
- The planting of suitable fire-suppression non-native/exotic trees.

The local government requires the preparation of an appropriate Fire Management Plan to accompany applications in accordance with the specifications and guidelines in the Code of Practice, the *Guidelines for Plantation Fire Protection* and the local government’s Firebreak Notice.

The approved Fire Management Plan is to be implemented on an on-going basis to the satisfaction of the local government.

## 7. Visual impact

The local government will consider the visual impact of agroforestry and plantations in general. In particular, the local government seeks to carefully consider development applications for plantations:

- Within Landscape Values Areas;
- Within 3 kilometres of the Nannup townsite (see Attachment 1); and
- Which adjoin State and regional roads and key tourist routes.

The local government's assessment of visual impact is primarily concerned when viewed from State and regional roads and tourist routes. The purpose of the assessment is not in relation to views from other properties.

The local government encourages applicants to consider the planting of native vegetation that is endemic to the district and/or the planting of suitable fire-suppression non-native/exotic trees near State and regional roads and tourist routes, to complement the proposed plantation.

Applicants proposing plantations in highly valued landscapes, in particular within a Landscape Values Area, are encouraged to submit a landscape assessment from a suitably qualified consultant with the Development Application. The landscape assessment should have regard to the *Visual Landscape Planning Manual* (Western Australian Planning Commission 2008 or any updates).

#### 8. Suitability of public roads for harvesting

The local government will:

- Require the applicant to outline the preferred haulage routes for future harvesting as part of the Development Application. Generally, potential haulage roads should be identified on the Plantation Map;
- Consider the suitability of access, in particularly the suitability of public roads for harvesting, in assessing the Development Application;
- Ensure there is appropriate access to agroforestry and plantations and that the existing road network and public safety are not affected by heavy vehicles and that the local road network is not damaged by heavy vehicles; and
- Generally require, as a condition of development approval, a Plantation Harvest Plan to be prepared and implemented to the satisfaction of the local government. This is to address the Code of Practice including notification, inspection and post-harvesting repair of roads.

The local government may also require a report on the general pre-condition of the haulage roads as part of a Plantation Harvest Plan along with the payment of a bond to cover any potential road damage.

In considering the adequacy of the existing roads, the applicant and the local government will have regard for any proposed use of Restricted Access Vehicles (larger than 19 metre semi-trailer, 42.5 tonne). Main Roads Western Australia (MRWA) advise that roads not currently permitted for this type of vehicle will be required to be at a standard in conformance to Main Roads *Guidelines for Assessing the Suitability of Routes for Restricted Access Vehicles* before MRWA can allow access by this type of vehicle.

#### 9. Natural resource management

The local government:

- Requires that agroforestry and plantations applications, as relevant, protect and enhance environmental assets;
- Supports the planting of native vegetation that is endemic to the district;
- Encourages agroforestry and plantations in areas subject to land degradation including areas subject to salinity, waterlogging or erosion;
- Promotes the establishment and/or enhancement of buffers of local endemic native vegetation along rivers, watercourses and drainage lines and/or providing environmental corridors;

- Will consider Department of Water and Environmental Regulation guidelines and advice on setbacks from rivers and watercourses, along with guidance in the Code of Practice, site conditions and justification provided by the applicant; and
- Will seek suitable fencing of native vegetation should grazing be proposed.

In considering any variation to the Policy, the local government will have regard for any proposed land/water management and environmental benefits to the application site (or in the catchment/locality).

#### 10. Aerial spraying

The local government does not favour aerial spraying within 3 kilometres of the Nannup townsite as outlined in Attachment 1.

The local government will have regard to aerial spraying of plantations, to control insect damage, for areas further from the Nannup townsite. If aerial spraying is proposed, this is required to be included in the Development Application via an Aerial Spray Application Management Plan which addresses the Code of Practice.

Should the Development Application and associated aerial spraying be approved, a development condition will generally include that future spraying is undertaken in accordance with the Code of Practice. This includes that plantation operators are to undertake notifications and as required field specifications in accordance with the Code of Practice.

### **ADMINISTRATION**

#### 1. Matters to be Addressed Prior to Formally Lodging the Application

Proponents are encouraged to discuss proposals that seek to vary Policy requirements with the Shire administration early in the planning process and prior to the formal lodgement of any Development Application.

#### 2. Application Requirements

Development Applications are to include the following:

- Filling in the Form of Application for Development Approval;
- Payment of the local government Development Application fee; and
- A Plantation Management Plan that complies with Appendix 1 of the Code of Practice including a:
  - Plantation Map including the preferred haulage route;
  - Establishment Plan;
  - Maintenance Plan; and
  - Fire Management Plan.

Subject to the proposed location, scale and intended management of the proposed agroforestry or plantation, the local government may also require the applicant to provide the following:

- Landscape assessment;
- Aerial Spray Application Management Plan;
- Any other plan or information that the local government may reasonably require to enable the application to be determined; and
- Written information setting out why Policy requirements should be varied.

### 3. Consultation with Landowners and Stakeholders

The local government may consult with adjoining/nearby landowners and other stakeholders as required by LPS3, the Regulations and as determined by the local government. The local government will also consult where an application does not comply with this Policy.

### 4. Assessing the Development Application

In assessing any application for agroforestry or plantations, the local government will have regard to various matters including:

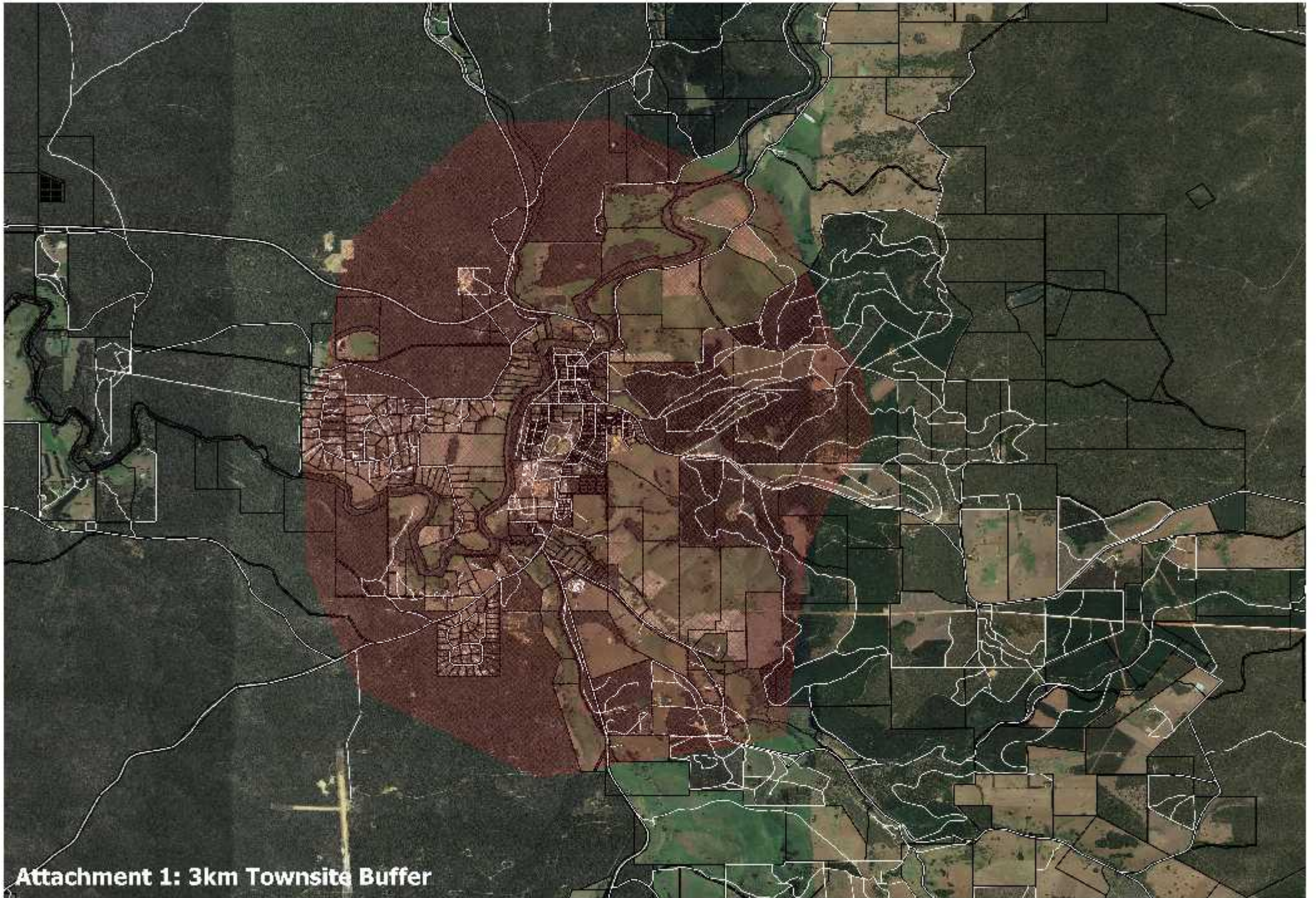
- Clause 67 of Schedule 2, Part 9 of the Regulations;
- The Code of Practice;
- The benefits of agroforestry and plantations in addressing land degradation including salinity, waterlogging and erosion and assisting in enhancing water quality;
- The zoning of the lot;
- Setbacks and location of the proposed agroforestry or plantation; and
- Buffers to off-site dwellings, habitable buildings and other sensitive uses as determined by the local government.

Where objections are received and the objections are not able to be adequately dealt with through conditions of approval, the application will be referred to the Council for determination.

The local government may refuse a Development Application where it is inconsistent with this Policy, LPS3, the Code of Practice, based on the information provided by the applicant, or based on information set out in any submission.

Related Policies:	<i>LPP 13 Car Parking and Vehicular Access LPP 15 Dedication of Road Access LPP 20 Developer and Subdivider Contributions LPP 21 Bush Fire Management</i>
Related Procedures/Documents:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 State Planning Policy 2.5 Rural Planning Guidelines State Planning Policy 3.7: Planning in Bushfire Prone Areas Code of Practice for Timber Plantations in Western Australia Guidelines for Plantation Fire Protection Visual Landscape Planning Manual</i>
Delegation Level:	Chief Executive Officer
Adopted:	2020
Reviewed:	

**Attachment 1 – map showing 3km from the Nannup townsite – determined from edge of town**



**Attachment 1: 3km Townsite Buffer**



## Attachment 12.2.2

<i>Planning and Development (Local Planning Schemes) Regulations 2015</i>	
Schedule 2	Deemed provisions for local planning schemes
Part 7	Requirement for development approval
cl. 61	

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### 61. Development for which development approval not required

(1) Development approval of the local government is not required for the following works —

- (a) the carrying out of works that are wholly located on an area identified as a regional reserve under a region planning scheme;

Note:

Approval may be required from the Commission for development on a regional reserve under a region planning scheme.

- (b) the carrying out of internal building work which does not materially affect the external appearance of the building unless the development is located in a place that is —
- (i) entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*; or
  - (ii) the subject of an order under the *Heritage of Western Australia Act 1990* Part 6; or
  - (iii) included on a heritage list prepared in accordance with this Scheme and identified on that list as having an interior with cultural heritage significance; or
  - (iv) the subject of a heritage agreement entered into under the *Heritage of Western Australia Act 1990* section 29;
- (c) the erection or extension of a single house on a lot if the R-Codes apply to the development and the development satisfies the deemed-to-comply requirements of the R-Codes unless the development is located in a place that is —
- (i) entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*; or
  - (ii) the subject of an order under the *Heritage of Western Australia Act 1990* Part 6; or
  - (iii) included on a heritage list prepared in accordance with this Scheme; or
  - (iv) within an area designated under the Scheme as a heritage area; or

- (v) the subject of a heritage agreement entered into under the *Heritage of Western Australia Act 1990* section 29;
- (d) the erection or extension of an ancillary dwelling, outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool on the same lot as a single house or a grouped dwelling if the R-Codes apply to the development and the development satisfies the deemed-to-comply requirements of the R-Codes unless the development is located in a place that is —
  - (i) entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*; or
  - (ii) the subject of an order under the *Heritage of Western Australia Act 1990* Part 6; or
  - (iii) included on a heritage list prepared in accordance with this Scheme; or
  - (iv) within an area designated under the Scheme as a heritage area; or
  - (v) the subject of a heritage agreement entered into under the *Heritage of Western Australia Act 1990* section 29;
- (e) the demolition of a single house, ancillary dwelling, outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool except where the single house or other structure is —
  - (i) located in a place that is entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*; or
  - (ii) the subject of an order under the *Heritage of Western Australia Act 1990* Part 6; or
  - (iii) included on a heritage list prepared in accordance with this Scheme; or
  - (iv) located within an area designated under this Scheme as a heritage area; or
  - (v) the subject of a heritage agreement entered into under the *Heritage of Western Australia Act 1990* section 29;

- (f) temporary works which are in existence for less than 48 hours, or a longer period agreed by the local government, in any 12 month period;
- (g) the temporary erection or installation of an advertisement if —
  - (i) the advertisement is erected or installed in connection with an election, referendum or other poll conducted under the *Commonwealth Electoral Act 1918* (Commonwealth), the *Electoral Act 1907* or the *Local Government Act 1995*; and
  - (ii) the primary purpose of the advertisement is for political communication in relation to the election, referendum or poll; and
  - (iii) the advertisement is not erected or installed until the election, referendum or other poll is called and is removed no later than 48 hours after the election, referendum or other poll is conducted;
- (h) the erection or installation of a sign of a class specified in a local planning policy or local development plan that applies in respect of the sign unless the sign is to be erected or installed —
  - (i) on a place included on a heritage list prepared in accordance with this Scheme; or
  - (ii) on land located within an area designated under this Scheme as a heritage area;
- (i) the carrying out of any other works specified in a local planning policy or local development plan that applies to the development as works that do not require development approval;
- (j) the carrying out of works of a type identified elsewhere in this Scheme as works that do not require development approval.

Note:

1. The *Planning and Development Act 2005* section 157 applies in respect of the carrying out of works necessary to enable the subdivision of land if the Commission has approved a plan of the subdivision.

2. The *Planning and Development Act 2005* section 6 applies in respect of the carrying out of public works by the Crown, the Governor, the Government of the State or a local government

- (2) Development approval of the local government is not required for the following uses —

- (a) a use that is wholly located on an area identified as a regional reserve under a region planning scheme;

Note:

Approval may be required from the Commission for development on a regional reserve under a region planning scheme.

- (b) development that is a use identified in this Scheme as a use that is permitted in the zone in which the development is located and —
- (i) the development has no works component; or
  - (ii) development approval is not required for the works component of the development;
- (c) the use of premises as a home office;
- (d) temporary use which is in existence for less than 48 hours, or a longer period agreed by the local government, in any 12 month period;
- (e) any other use specified in a local planning policy or local development plan that applies to the development as a use that does not require development approval;
- (f) use of a type identified elsewhere in this Scheme as use that does not require development approval.

- (3) Despite subclause (1) development approval may be required for certain works carried out —

- (a) in a special control area; or
- (b) on land designated by an order made under the *Fire and Emergency Services Act 1998* section 18P as a bush fire prone area.

- (4) For the purposes of subclause (1)(c) or (d), development is to be taken to satisfy a deemed-to-comply requirement of the R-Codes if it complies with —

- (a) a requirement in a local development plan or activity centre plan made under the R-Codes that amends or replaces the deemed-to-comply requirement; or
  - (b) a requirement —
    - (i) in a structure plan that was approved before the day referred to in the *Planning and Development (Local Planning Schemes) Regulations 2015* regulation 2(b); and
    - (ii) that amends or replaces the deemed-to-comply requirement;
- or
- (c) a requirement in a local planning policy that amends or replaces the deemed-to-comply requirement.
- (5) If under subclause (1)(c) or (d) development approval is not required for the carrying out of works on land, the owner of the land may provide to the local government confirmation of the matters set out in subclause (1)(c) or (d), as relevant, in a manner and form approved by the Commission.

*[Clause 61 amended: Gazette 7 Dec 2015 p. 4883-4.]*

### **Part 8 — Applications for development approval**

#### **62. Form of application**

- (1) An application for development approval must be —
  - (a) made in the form of the “Application for development approval” set out in clause 86(1); and
  - (b) signed by the owner of the land on which the proposed development is to be located; and
  - (c) accompanied by any fee for an application of that type set out in the *Planning and Development Regulations 2009* or prescribed under the *Local Government Act 1995*; and
  - (d) accompanied by the plans and information specified in clause 63.

**Attachment 12.3.1**



## Attachment 12.3.2

Mr David Taylor  
Chief Executive Officer  
Shire of Nannup

19 January 2020

Dear David

### FRONT BOUNDARY FENCE & GATES – LOT 701 (29A) KEARNEY STREET NANNUP

Thank you for your letter dated 4<sup>th</sup> December in regards to our front boundary fence and gates. We received this letter on the 10<sup>th</sup> December and were not aware that the fence and gates, as constructed, do not meet the deemed-to-comply requirements for the R codes. We acknowledge this and have now been in contact with Jane Buckland to ensure we submit an appropriate development application for Council's consideration.

Therefore, we wish to submit this letter to ask council for approval of a fence that we have constructed that does not satisfy the deemed-to-comply requirements contained in R codes clauses 5.2.4 and 5.2.5 but that we believe is consistent with the design principles P4 and P5 as demonstrated below.

#### 5.2.4 Street walls and fences.

1. We are located at the intersection of Walter St and Kearney St, thus vehicle lights on Walter street impact directly on our property. We have not built a dwelling yet, but are in the early stages of working with The Rural Building Company (Country Builders) at their Bridgetown office to build our new home (commencing building mid 2020 once plans are finalized and shire approval received). Currently we have a large shed and a small garden shed on the property. Our house plans will include our main bedroom to be located at the front and will be impacted by vehicle lights. Also the front of the house receives the northerly sun in winter and will be used for outdoor living in the cooler months of the year.
2. Our property is quite unique due to a large dam of water that takes up most of the 2 acres of back yard. This back yard is exposed on the eastern (main highway) and southern ends (Higgins St) with no privacy due to ringlock fencing, which we do not intend to change. Therefore, our front yard on Kearney St will be the only area that will be able to be securely enclosed for some privacy. Our block has the reverse orientation compared to the standard homes in Nannup, ie most homes have an exposed front yard with low fencing and fully enclosed back yards with high fences for privacy.
3. We are also requesting extra security for our dogs. The heightened fence was to make a safe environment for our dogs, one of which is a rescue dog, who is dog reactive and anti-social with other animals. The previous lower wooden fence, which was only 800mm high, did nothing for our piece of mind if he was to get out while we were not at home. Or the possibility of another dog jumping in to our property. All the homes that back onto our property have suitable high fencing, and the south and eastern ring lock fences have been secured with smaller octagonal ring lock fencing.

#### 5.2.5 Sight Lines

1. The gates are motorised and make a very audible noise on initial opening and to a lesser degree while opening, thus alerting pedestrians that a vehicle is accessing or exiting the

property. They will also be fitted with appropriate manufacturers safety signage (KEEP CLEAR OF AUTOMATIC GATES. MAY OPEN ANYTIME WITHOUT WARNING).

2. The width of the primary gate opening is 4.1 metres wide, and secondary gate width of 3.8 metres wide. A standard large vehicle being no more than 1.9m wide, leaving a good viewing angle for the driver to check the front verge before proceeding onto Kearney. We have designed these two gates for one to be an entry point and one to be an exit point, reducing the need to reverse vehicles from the property.
3. Lastly the distance from the gate/fence line to the footpath is 1.2 metres, which ensures pedestrians ample time to see a vehicle egressing from the property.
4. If deemed necessary, we can install mirrors to improve sight lines.

The fence has been very professionally built and is constructed in woodland grey custom orb colourbond. Please see attached photos.

We would therefore request that the above points are taken into consideration by Council when making a decision to the height of our front fences. I would also encourage that a representative of the Council makes a site visit to inspect the fence and our property to understand our request to keep the constructed fence as is.

Yours sincerely

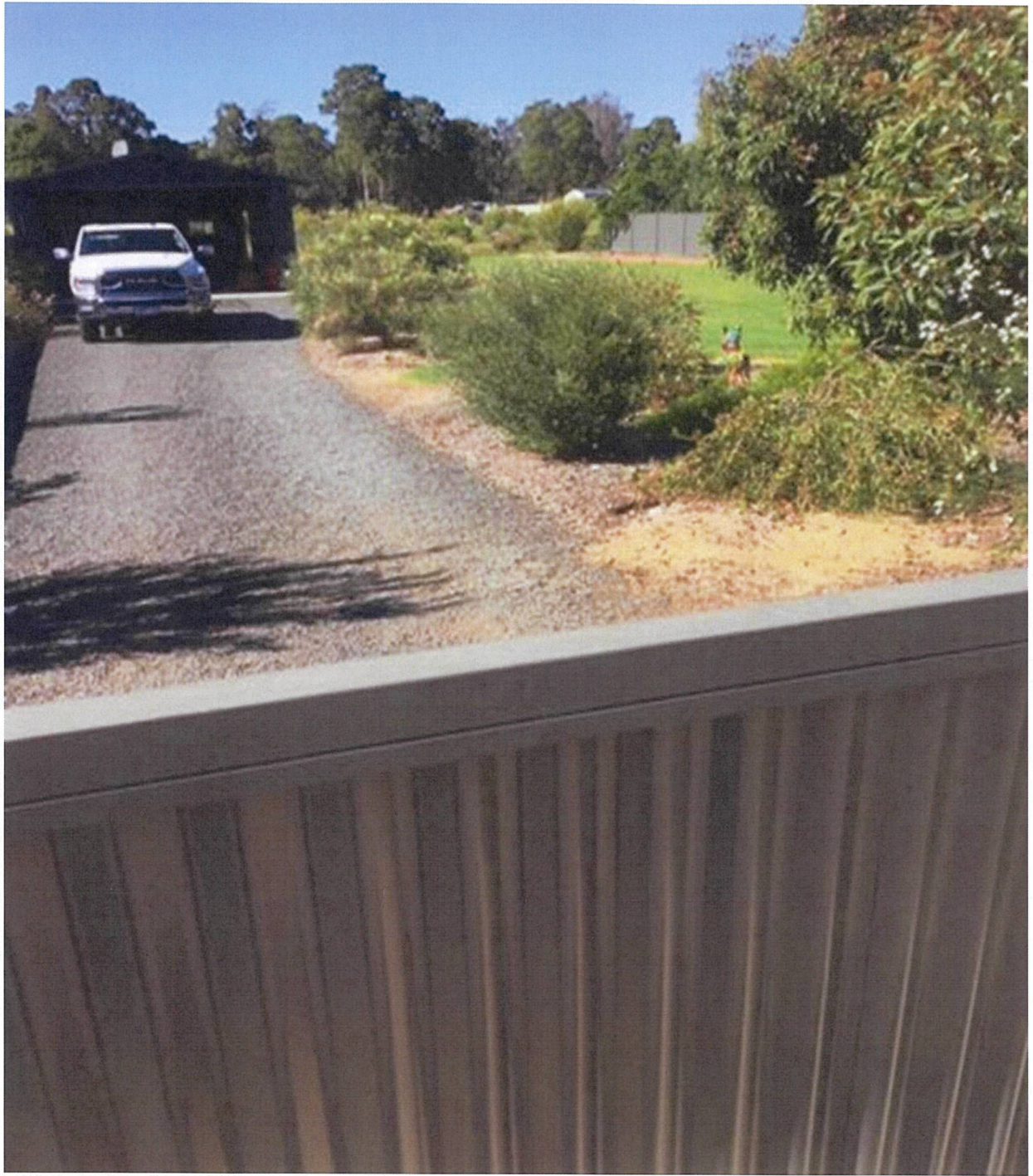
Karine and Paul Miller











**Part 5** – Design elements for all single house(s) and grouped dwellings; and multiple dwellings in areas coded less than R40

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Part 5 – Design elements for all single house(s) and grouped dwellings; and multiple dwellings in areas coded less than R40

- 5.1 Context
- 5.2 Streetscape
- 5.3 Site planning and design
- 5.4 Building design
- 5.5 Special purpose dwellings

<b>Design principles</b> <i>Development demonstrates compliance with the following design principles (P)</i>	<b>Deemed-to-comply</b> <i>Development satisfies the following deemed-to-comply requirements (C)</i>
<p><b>5.2.2 Garage width</b></p> <p>P2 Visual connectivity between the <b>dwelling</b> and the streetscape should be maintained and the effect of the <b>garage</b> door on the streetscape should be minimised whereby the streetscape is not dominated by garage doors.</p>	<p>C2 Where a <b>garage</b> is located in front or within 1m of the <b>building</b>, a garage door and its supporting structures (or a garage <b>wall</b> where a garage is aligned parallel to the <b>street</b>) facing the <b>primary street</b> is not to occupy more than 50 per cent of the <b>frontage</b> at the setback line as viewed from the street. This may be increased to 60 per cent where an upper floor or <b>balcony</b> extends for the full width of the garage and the entrance to the <b>dwelling</b> is clearly visible from the primary street (refer to <b>Figure 8c</b>).</p>
<p><b>5.2.3 Street surveillance</b></p> <p>P3 <b>Buildings</b> designed to provide for surveillance (actual or perceived) between individual <b>dwellings</b> and the <b>street</b> and between common areas and the street, which minimise opportunities for concealment and entrapment.</p>	<p>C3.1 The street elevation(s) of the <b>dwelling</b> to address the <b>street</b> with clearly definable entry points visible and accessed from the street.</p> <p>C3.2 At least one <b>major opening</b> from a <b>habitable room</b> of the <b>dwelling</b> faces the street and the pedestrian or vehicular approach to the dwelling.</p> <p>C3.3 For <b>battleaxe lots</b> or sites with internal <b>driveway</b> access, at least one major opening from a habitable room of the <b>dwelling</b> faces the approach to the dwelling.</p>
<p><b>5.2.4 Street walls and fences</b></p> <p>P4 Front fences are low or restricted in height to permit surveillance (as per Clause 5.2.3) and enhance streetscape (as per clause 5.1.2), with appropriate consideration to the need:</p> <ul style="list-style-type: none"> <li>• for attenuation of traffic impacts where the <b>street</b> is designated as a primary or district distributor or integrator arterial; and</li> <li>• for necessary privacy or noise screening for <b>outdoor living areas</b> where the <b>street</b> is designated as a primary or district distributor or integrator arterial.</li> </ul>	<p>C4 Front fences within the <b>primary street setback area</b> that are <b>visually permeable</b> above 1.2m of <b>natural ground level</b>, measured from the primary street side of the front fence.</p>

5.2 Streetscape requirements



## Part 5 – Design elements for all single house(s) and grouped dwellings; and multiple dwellings in areas coded less than R40

[Return to contents page](#)

Part 5 – Design elements for all single house(s) and grouped dwellings; and multiple dwellings in areas coded less than R40

- 5.1 Context
- 5.2 Streetscape
- 5.3 Site planning and design
- 5.4 Building design
- 5.5 Special purpose dwellings



<b>Design principles</b> <i>Development demonstrates compliance with the following design principles (P)</i>	<b>Deemed-to-comply</b> <i>Development satisfies the following deemed-to-comply requirements (C)</i>
<p><b>5.2.5 Sight lines</b></p> <p>P5 Unobstructed sight lines provided at vehicle access points to ensure safety and visibility along vehicle access ways, <b>streets, rights-of-way, communal streets, crossovers, and footpaths.</b></p>	<p>C5 <b>Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, other structures adjoin vehicle access points where a <b>driveway</b> meets a public <b>street</b> and where two streets intersect (refer <b>Figure Series 9</b>).</b></p>
<p><b>5.2.6 Appearance of retained dwelling</b></p> <p>P6 <b>Dwellings</b> retained as part of a <b>grouped or multiple dwelling development, dwelling extension or redevelopment</b> are to:</p> <ul style="list-style-type: none"> <li>• enhance the streetscape appearance of the existing dwelling(s) retained; or</li> <li>• complement established or future built form in the locality as specified within the relevant <b>local planning framework</b>.</li> </ul>	<p>C6 Where an existing <b>dwelling</b> is retained as part of a <b>grouped dwelling development</b>, the appearance of the retained dwelling is upgraded externally to an equivalent maintenance standard of the new (or the rest of) the development.</p>

5.2 Streetscape requirements

## Attachment 12.3.4

### *Planning and Development (Local Planning Schemes) Regulations 2015*

Schedule 2 Deemed provisions for local planning schemes

Part 9 Procedure for dealing with applications for development approval

cl. 67

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#### 67. Matters to be considered by local government

In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving;
- (c) any approved State planning policy;
- (d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d);
- (e) any policy of the Commission;
- (f) any policy of the State;
- (g) any local planning policy for the Scheme area;
- (h) any structure plan, activity centre plan or local development plan that relates to the development;
- (i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
- (k) the built heritage conservation of any place that is of cultural significance;
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;

- 
- (n) the amenity of the locality including the following —
    - (i) environmental impacts of the development;
    - (ii) the character of the locality;
    - (iii) social impacts of the development;
  - (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
  - (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
  - (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
  - (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
  - (s) the adequacy of —
    - (i) the proposed means of access to and egress from the site; and
    - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;
  - (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
  - (u) the availability and adequacy for the development of the following —
    - (i) public transport services;
    - (ii) public utility services;
    - (iii) storage, management and collection of waste;
    - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
    - (v) access by older people and people with disability;



**cl. 68**

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- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
- (w) the history of the site where the development is to be located;
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
- (y) any submissions received on the application;
- (za) the comments or submissions received from any authority consulted under clause 66;
- (zb) any other planning consideration the local government considers appropriate.

**68. Determination of applications**

- (1) The local government must not determine an application for development approval until the later of —
  - (a) if the application is advertised under clause 64 — the end of each period for making submissions to the local government specified in a notice referred to in clause 64(3); and
  - (b) if a copy of the application has been provided to a statutory, public or planning authority under clause 66 — the end of each period for providing a memorandum to the local government referred to in clause 66(3).
- (2) The local government may determine an application for development approval by —
  - (a) granting development approval without conditions; or
  - (b) granting development approval with conditions; or
  - (c) refusing to grant development approval.

**69. Application not to be refused if development contribution plan not in place**

- (1) The local government must not refuse an application for development approval only because there is not a development contribution plan in place in relation to the development.

SHIRE OF NANNUP RECEIVED	
Ref: A1655	No.:
31 JAN 2020	
Officer: planned	

31.1.2020

DEAR JANE,

IN REGARDS TO THE FENCE THAT DOES NOT COMPLY WITH SHIRE STANDARDS ON 701 KEARNEY.

IN MY OPINION THIS DOES NOT FIT WITH THE TOWN AESTHETIC. NANNUP BRANDS ITSELF AS A FRIENDLY, GARDEN + COUNTRY ORIENTATED TOWN - "REST CONNECT GROW".

THIS INDUSTRIAL FRONT FENCE WITH ELECTRIC GATES AND WARNING SIGNS DOES NOT REFLECT THIS AT ALL

IN RESPONSE TO THE PROPERTY OWNERS POINTS:

- 1/ THE EXISTING SHED IS IN LINE WITH WALTER STREET, NOT THE HOUSE TO BE BUILT. IT APPEARS THE HOUSE IS BEHIND CARPORTS SO WILL BE SHELTERED FROM LIGHT. NANNUP IS ALSO VERY QUIET AT NIGHT, VEHICLES ARE VERY INFREQUENT AT NIGHT.
- 2/ THE BACKYARD IS VERY PRIVATE DUE TO THE DISTANCE FROM THE HIGHWAY AND HIGGINS ST. REVERSE ORIENTATION? DOESN'T MAKE SENSE.
- 3/ THE DOGS HAVE A HUGE BACKYARD TO USE. A SMALL FENCE BETWEEN THE BACK/SOUTH OF THE SHED AND THE NEW HOUSE WILL KEEP THEM IN THE BACK YARD AS THEY ARE "REACTIVE" AND "ANTISOCIAL" THEY SHOULD NOT BE ANYWHERE NEAR THE FRONT FENCE AND FOOTPATH. GATES OPENING FOR VEHICLES COULD ALLOW THE DOGS TO EXIT ONTO THE STREET. WHO IS RESPONSIBLE IF SOMETHING HAPPENS?

SIGHT LINES

1/ INDUSTRIAL HIGH VIS WARNING SIGNS ARE NOT APPROPRIATE FOR RESIDENTIAL AREAS.

THANKS FOR ALLOWING ME THE OPPORTUNITY TO COMMENT  
I HAVE NO ISSUES WITH THE OWNERS, BUT KNOW  
THAT INDUSTRIAL COMPOUND STYLE FENCING HAS  
NO PLACE IN A TOWN LIKE NANNUP.  
PLEASE TREAT THIS AS CONFIDENTIAL.

REGARDS,

SHIRE OF NANNUP RECEIVED	
Ref. _____	No. _____
04 FEB 2020	
Officer _____	

REF: A1658

JANE BUCKLAND  
DEVELOPEMENT SERVICES OFFICER  
SHIRE OF NANNUP.

JANE ON PERUSING THE INFORMATION SENT TO US  
ON ABOVE REF: A1658 WE FIND THE "GREY" FENCE  
OFFENSIVE, LOOKS LIKE A "BIKIES FORTRESS". WE  
LOVED THE PREVIOUS FENCE AS IT WAS IN CONTEXT TO  
THE AREA & COULD SEE THE LOVELY GUMS WHEN IN  
FLOWER.

## Attachment 12.3.6

**Jane Buckland**

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**From:** Paul Miller  
**Sent:** Friday, 21 February 2020 7:25 AM  
**To:** Jane Buckland  
**Subject:** Fwd: Street frontage at Lot 701 Kearney st, Nannup, WA

Dear Jane

Thank you for sharing feedback from neighbours. We acknowledge that people have differing opinions as to what types of fence they have to secure their properties.

We have responded in good faith as to what we believe are the justification for erecting our front fence as is. We happen to like colour bond, and believe it matches our current sheds and we are planning of having colour bond in the building materials for our house. It has been built professionally to the highest standards.

I'm reading it as 2 people responded as not liking our fence for the reasons stated, but I also read this as the majority are quite happy with the look and height of our fence, as I assume you asked for feedback from most of Kearney St and some of Walter St, and possibly more. We like the convenience of electric gates as a means of easy entry and exiting a property. Hence the choice of material for the fence and gates.

We have bought in Nannup as a place where we are wanting to retire and look forward to contributing in many ways to the community of Nannup. We value our privacy, and also security for when we are not there - which for the next 2-3 years will be more often than not, due to needing to build a house, also my wife's work commitments in Perth, and while we finalise our home sale and business in Kalgoorlie.

Regards  
Paul and Karine Miller

# **Attachment 12.4.1**

## **SHIRE OF NANNUP BUDGET REVIEW REPORT FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**SHIRE OF NANNUP  
STATEMENT OF BUDGET REVIEW  
(NATURE OR TYPE)  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

	Budget v Actual		Predicted			
	Note	Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)
		\$	\$	\$	\$	\$
<b>OPERATING ACTIVITIES</b>						
Net current assets at start of financial year surplus/(deficit)		814,162	1,864,842	1,050,680		1,864,842 ▲
<b>Revenue from operating activities (excluding rates)</b>						
Operating grants, subsidies and contributions		1,045,827	741,625	(322,661)		723,166 ▼
Profit on asset disposals	4.1.1		0			0
Fees and charges	4.1.2	475,089	397,050	(39,881)		435,208 ▼
Service charges		0	0			0
Interest earnings	4.1.7	60,000	34,199	(500)		59,500 ▼
Other revenue	4.1.8	25,720	29,186			25,720
		<u>1,606,636</u>	<u>1,202,060</u>	<u>(363,042)</u>	<u>0</u>	<u>1,243,594</u>
<b>Expenditure from operating activities</b>						
Employee costs	4.2.1	(1,873,031)	(1,130,842)	49,564		(1,823,467) ▼
Materials and contracts		(1,595,160)	(907,285)	(716,803)		(2,311,963) ▲
Utility charges	4.2.3	(98,140)	(64,501)	2,200		(95,940) ▼
Depreciation on non-current assets		(816,280)	(631,657)			(816,280)
Interest expenses		(18,098)	(8,295)			(18,098)
Insurance expenses		(176,169)	(167,214)	0		(176,169)
Loss on asset disposals	4.2.6	(22,200)	(9,947)			(22,200)
Other expenditure	4.2.7	(1,100)	0			(1,100)
	<b>Note 3</b>	<u>(4,600,178)</u>	<u>(2,919,741)</u>	<u>(665,039)</u>	<u>0</u>	<u>(5,265,217)</u>
<b>Operating activities excluded from budget</b>						
Depreciation on assets		816,280	631,657			816,280
(Profit)/loss on asset disposal	4.4.3	22,200	9,947			22,200
Adjust provisions and accruals		0	59,285			0
<b>Amount attributable to operating activities</b>		<u>(1,340,900)</u>	<u>757,394</u>	<u>22,599</u>	<u>0</u>	<u>(1,318,301)</u>
<b>INVESTING ACTIVITIES</b>						
Non-operating grants, subsidies and contributions	4.1.3	779,530	311,976			779,530
Purchase land held for resale		0	0			0
Purchase land and buildings		(142,730)	(39,515)			(142,730)
Purchase property, plant and equipment		(426,000)	(99,850)			(426,000)
Purchase furniture and equipment		(38,000)	(9,275)			(38,000)
Purchase and construction of infrastructure-roads		(687,372)	(514,912)			(687,372)
Purchase and construction of infrastructure-other		0	0			0
Purchase of investments		0	0			0
Proceeds from disposal of assets		70,000	19,091			70,000
Proceeds from sale of investments		0	0			0
<b>Amount attributable to investing activities</b>		<u>(444,572)</u>	<u>(332,485)</u>	<u>0</u>	<u>0</u>	<u>(444,572)</u>
<b>FINANCING ACTIVITIES</b>						
Repayment of debentures		(83,524)	(32,473)			(83,524)
Proceeds from new borrowings		370,000	0			370,000
Proceeds from advances		0	0			0
Proceeds from self supporting loans		49,796	35,052			49,796
Transfers from cash backed reserves (restricted assets)		104,000	0	30,000		134,000 ▲
Advances to community groups		0	0			0
Transfers to cash backed reserves (restricted assets)		(425,000)	(600)			(425,000)
<b>Amount attributable to financing activities</b>		<u>15,272</u>	<u>1,979</u>	<u>30,000</u>	<u>0</u>	<u>45,272</u>
<b>Budget deficiency before general rates</b>		<u>(1,770,200)</u>	<u>426,888</u>	<u>52,599</u>	<u>0</u>	<u>(1,717,601)</u>
<b>Estimated amount to be raised from general rates</b>		<u>1,771,448</u>	<u>1,774,186</u>			<u>1,771,448</u>
<b>Closing funding surplus(deficit)</b>	<b>2</b>	<b>1,248</b>	<b>2,291,730</b>	<b>52,599</b>	<b>0</b>	<b>53,847 ▲</b>

**SHIRE OF NANNUP**  
**STATEMENT OF BUDGET REVIEW**  
**(STATUTORY REPORTING PROGRAM)**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2020**

Note	Budget v Actual		Predicted			Material Variance	
	Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)		
	\$	\$	\$	\$	\$		
<b>OPERATING ACTIVITIES</b>							
Net current assets at start of financial year surplus/(deficit)	814,162	1,864,842	1,050,680		1,864,842	▲	
<b>Revenue from operating activities (excluding rates)</b>							
Governance	0	0	0		0		
General purpose funding	775,930	516,996	(746,144)		29,786	▼	
Law, order, public safety	227,986	277,292	221,500		449,486	▲	
Health	16,750	11,449	0		16,750		
Education and welfare	54,644	18,377	13,472		68,116	▲	
Housing	20,800	14,400	0		20,800		
Community amenities	339,356	312,046	99,815		439,171	▲	
Recreation and culture	11,940	12,261	0		11,940		
Transport	116,854	105	0		116,854		
Economic services	26,975	35,192	46,911		73,886	▲	
Other property and services	15,400	4,336			15,400		
	1,606,635	1,202,452	(364,446)	0	1,242,189		
<b>Expenditure from operating activities</b>							
Governance	(1,150,409)	(622,557)	(9,700)		(1,160,109)	▲	
General purpose funding	(82,344)	(30,733)	0		(82,344)		
Law, order, public safety	(296,534)	(279,699)	(353,409)		(649,943)	▲	
Note 3	(54,363)	(38,239)	(8,000)		(62,363)	▲	
Education and welfare	(101,206)	(77,317)	(17,518)		(118,724)	▲	
Housing	(34,507)	(11,278)	0		(34,507)		
Community amenities	(382,768)	(229,098)	39,284		(343,484)	▼	
Recreation and culture	(275,288)	(168,435)	(77,620)		(352,908)	▲	
Transport	(1,041,587)	(696,580)	66,119		(975,468)	▼	
Economic services	(342,625)	(148,380)	(263,911)		(606,536)	▲	
Other property and services	(838,546)	(617,810)	(8,881)		(847,427)	▲	
	(4,600,177)	(2,920,125)	(633,636)	0	(5,233,813)		
<b>Operating activities excluded from budget</b>							
Depreciation on assets	816,280	631,649			816,280		
Adjust (Profit)/Loss on Asset Disposal	22,200	9,947			22,200		
Adjust Provisions and Accruals	0	59,285			0		
<b>Amount attributable to operating activities</b>	(1,340,900)	757,394	52,598	0	(1,288,302)		
<b>INVESTING ACTIVITIES</b>							
Non-operating grants, subsidies and contributions	779,530	311,976			779,530		
Purchase of investments	0	0			0		
Purchase land held for resale	0	0			0		
Purchase land and buildings	(142,730)	(39,515)			(142,730)		
Purchase plant and equipment	(426,000)	(99,850)			(426,000)		
Purchase furniture and equipment	(38,000)	(9,275)			(38,000)		
Purchase and construction of infrastructure - roads	(687,372)	(514,912)			(687,372)		
Purchase and construction of infrastructure - other	0	0			0		
Proceeds from disposal of assets	70,000	19,091			70,000		
Proceeds from sale of investments	0	0			0		
Proceeds from advances	0	0			0		
<b>Amount attributable to investing activities</b>	(444,572)	(332,485)	0	0	(444,572)		
<b>FINANCING ACTIVITIES</b>							
Repayment of borrowings	10	(83,524)			(83,524)		
Proceeds from new borrowings		370,000			370,000		
Advances to community groups		0			0		
Proceeds from self supporting loans		49,797			49,797		
Transfers to cash backed reserves (restricted assets)	9	(425,000)			(425,000)		
Transfers from cash backed reserves (restricted assets)	9	104,000			104,000		
<b>Amount attributable to financing activities</b>		15,273	0	0	15,273		
<b>Budget deficiency before general rates</b>		(1,770,199)	426,888	0	(1,717,601)		
<b>Estimated amount to be raised from general rates</b>		1,771,448	1,774,186		1,771,448		
<b>Closing Funding Surplus/(Deficit)</b>	2	1,249	2,291,730	52,599	0	53,847	▲



**SHIRE OF NANNUP**  
**NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**1. BASIS OF PREPARATION**

The budget review report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget review report are presented below and have been consistently applied unless stated otherwise.

The report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire of Nannup controls resources to carry on its functions have been included in the financial statements forming part of this budget review.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**2019/20 ACTUAL BALANCES**

Balances shown in this budget review report as 2019/2020 Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

**ROUNDING OFF FIGURES**

All figures shown in this budget review report are rounded to the nearest dollar.

**BUDGET COMPARATIVE FIGURES**

Unless otherwise stated, the budget comparative figures shown in this budget review report relate to the original budget estimate for the relevant item of disclosure.

**SHIRE OF NANNUP  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**2. NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)  
**2019-20**

<b>Note</b>	<b>This Period</b>	<b>Last Period</b>	<b>Same Period Last Year</b>
	\$	\$	\$
<b>Current assets</b>			
Cash unrestricted	2,043,316	2,228,073	2,274,272
Cash restricted	2,693,036	2,693,036	2,017,638
Receivables - rates and rubbish	511,698	547,171	505,662
Receivables - other	136,572	134,713	442,514
Inventories	146,023	146,023	6,240
	<b>5,530,645</b>	<b>5,749,017</b>	<b>5,246,326</b>
<b>Less: current liabilities</b>			
Payables	(71,201)	(118,211)	(38,725)
Provisions	(330,656)	(334,474)	(309,953)
		<b>(452,684)</b>	<b>(348,678)</b>
<b>Less: cash restricted</b>	<b>(2,693,036)</b>	<b>(2,693,036)</b>	<b>(2,017,638)</b>
<b>Net current funding position</b>	<b>2,435,752</b>	<b>2,603,297</b>	<b>2,880,010</b>

Note 3

**SHIRE OF NANNUP**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**2. COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)**

**SIGNIFICANT ACCOUNTING POLICIES**

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 2 Net Current Assets of the budget.

**TRADE AND OTHER RECEIVABLES**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**INVENTORIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of Nannup's operational cycle. In the case of liabilities where the Shire of Nannup does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire of Nannup's intentions to release for sale.

**LOANS AND RECEIVABLES**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss. Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Shire of Nannup prior to the end of the financial year that are unpaid and arise when the Shire of Nannup becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**EMPLOYEE BENEFITS**

**Short-Term Employee Benefits**

Provision is made for the Shire of Nannup's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Nannup's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current of financial trade and other payables in the statement position. Shire of Nannup's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**PROVISIONS**

Provisions are recognised when the Shire of Nannup has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**RATES, GRANTS, DONATIONS AND OTHER CONTRIBUTIONS**

Rates, grants, donations and other contributions are recognised as revenues when the Shire of Nannup obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**SHIRE OF NANNUP**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**3. PREDICTED VARIANCES**

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
<b>3.1 OPERATING REVENUE (EXCLUDING RATES)</b>		
<b>3.1.1 PROFIT ON ASSET DISPOSAL</b>		
No Material Variance		
<b>3.1.2 FEES AND CHARGES</b>		
Fees and charges expected income has decreased due to Tip Fee reduction in income.	(39,881)	
<b>3.1.3 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>		
Mainly attributable to the Lotterwest grant for Bike/Walk Trails and Fire Mitigation activity grant funds.	(322,661)	
<b>3.1.7 INTEREST EARNINGS</b>		
Interest rate falls have resulted in reduced interest earnings anticipated offset by increased late payment of rates	(500)	
<b>3.1.8 OTHER REVENUE</b>		
No Material Variance		
	Predicted Variances Carried Forward	0
<b>3.2 OPERATING EXPENSES</b>		
	Note 3	
<b>3.2.1 EMPLOYEE COSTS</b>		
There has been an increase in employee costs attributable to the Refuse site wages forecast for the year.	49,564	
<b>3.2.2 MATERIAL AND CONTRACTS</b>		
Increased funding received for the Bike/Walk Trails and the Fire Mitigation activity grant funds will result in increased expenditure.	(716,803)	
<b>3.2.3 UTILITY CHARGES</b>		
Slight savings in utility charges	2,200	
<b>3.2.4 DEPRECIATION (NON CURRENT ASSETS)</b>		
No Material Variance		
<b>3.2.4 INTEREST EXPENSES</b>		
Slight Variance		
<b>3.2.5 INSURANCE EXPENSES</b>		
Decrease in insurance costs incurred in the Law and Order program	0	
<b>3.2.6 LOSS ON ASSET DISPOSAL</b>		
This adjustment resulted from the change of sale of construction crew truck from the International to the Volvo. The net book value of the Volvo was higher and so resulted in a \$50,000 greater book loss. It should be noted that this is a non-cash adjustment as the proceeds from sale of assets remains the same. The net non-cash write back was also effected by the decrease in the profit on sale of land (see 4.1.1).		
<b>3.2.7 OTHER EXPENDITURE</b>		
Refer to 4.2.1. Recruitment costs such as advertising have resulted in a permanent variation.		
	Predicted Variances Carried Forward	0

**SHIRE OF NANNUP**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**3. PREDICTED VARIANCES**

**Comments/Reason for Variance**

	Variance \$	
	Permanent	Timing

**3.3 CAPITAL REVENUE**

**3.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS**

No Material Variance

**3.3.2 PROCEEDS FROM DISPOSAL OF ASSETS**

No Material Variance

**3.3.3 PROCEEDS FROM NEW DEBENTURES**

No Material Variance

**3.3.4 PROCEEDS FROM SALE OF INVESTMENT**

No Material Variance

**3.3.5 PROCEEDS FROM ADVANCES**

No Material Variance

**3.3.6 SELF-SUPPORTING LOAN PRINCIPAL**

No Material Variance

**3.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)**

No Material Variance

Predicted Variances Carried Forward	(665,039)	0
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Predicted Variances Brought Forward	(665,039)	0
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**3.4 CAPITAL EXPENSES**

**3.4.1 LAND HELD FOR RESALE**

No Material Variance

**3.4.2 LAND AND BUILDINGS**

No Material Variance

**3.4.3 PLANT AND EQUIPMENT**

No Material Variance

**3.4.4 FURNITURE AND EQUIPMENT**

No Material Variance

**3.4.5 INFRASTRUCTURE ASSETS - ROADS**

No Material Variance

**3.4.6 INFRASTRUCTURE ASSETS - OTHER**

No Material Variance

**3.4.7 PURCHASES OF INVESTMENT**

No Material Variance

**3.4.8 REPAYMENT OF DEBENTURES**

No Material Variance

**3.4.9 ADVANCES TO COMMUNITY GROUPS**

No Material Variance

Predicted Variances Carried Forward	(665,039)	0
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**SHIRE OF NANNUP  
NOTES TO THE REVIEW OF THE ANNUAL BUDGET  
FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**3. PREDICTED VARIANCES**

**Comments/Reason for Variance**

	Variance \$	
	Permanent	Timing
<b>3.5 OTHER ITEMS</b>		
<b>3.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>		
No Material Variance		
<b>3.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>		
Increase in reserve transfer - funding for Flora and Fauna Study - Grycillus Road	30,000	
<b>3.5.1 RATE REVENUE</b>		
No Material Variance		
<b>3.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>		
<b>3.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS)</b>		
Please see 4.1.1 and 4.2.6 above for explanation of the change in net Profit (Loss)		
 <b>Total Predicted Variances as per Annual Budget Review</b>	<b>(635,039)</b>	<b>0</b>

**SHIRE OF NANNUP**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2020**

**4. BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

COA Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	Comments
				\$	\$	\$	\$	
	<b>Opening budget surplus</b>	<b>19100</b>	<b>Opening Surplus(Deficit)</b>				<b>814,162</b>	
	<b>Surplus brought forward amendment</b>	<b>19168</b>	<b>Opening Surplus(Deficit)</b>		<b>1,050,680</b>		<b>1,864,842</b>	Acceptance of Shire of Nannup Annual Report 2018/19
	<b>Expenditure and Income Net from Original Budget</b>					<b>(814,162)</b>	<b>1,050,680</b>	
	<b>Governance</b>							
02	0112		Operating Expenses		2,000		1,052,680	Savings identified
02	0142		Operating Expenses		2,000		1,054,680	Savings identified
02	0192	20020	Operating Expenses			(5,000)	1,049,680	Request from GP Down South
02	0162		Operating Expenses			(4,000)	1,045,680	Community Grant Funds 19/20
02	0182	20023	Operating Expenses			(700)	1,044,980	Request to support Lions Cancer Institute Event
02	0372	19168	Operating Expenses			(25,000)	1,019,980	Acceptance of Shire of Nannup Annual Report 2018/19
02	0442		Operating Expenses			(3,000)	1,016,980	Slight increase in expenses
02	0462		Operating Expenses		10,000		1,026,980	Savings identified
02	'0362		Operating Expenses		3,000		1,029,980	Savings identified
02	'0382		Operating Expenses			(3,000)	1,026,980	Slight increase in expenses
02	0402		Operating Expenses		3,000		1,029,980	Savings identified
02	0412		Operating Expenses		2,000		1,031,980	Savings identified
02	'0492		Operating Expenses		3,000		1,034,980	Savings identified
02	Note 3		Operating Expenses		3,000		1,037,980	Savings identified
05	0362		Operating Expenses		3,000		1,040,980	Savings identified
	<b>Law &amp; Order</b>							
02	0802		Operating Expenses			(5,000)	1,035,980	Purchase of TIMs for bushfire mitigation
02	0602		Operating Expenses			(158,409)	877,571	Maintenance of Facility, PPE
02	0632		Operating Expenses			(4,105)	873,466	Slight increase in expenses
02	0755		Operating Expenses			(313)	873,153	Slight increase in expenses
02	0976		Operating Expenses			(138,700)	734,453	New Grant funding for fire mitigation
02	0973		Operating Expenses			(19,302)	715,151	Materials for mitigation works not identified in budget
05	0722		Operating Expenses			(800)	714,351	Slight increase in expenses
06	0632		Operating Expenses			(26,780)	687,571	
22	0784		Operating Revenue		221,500		909,071	New Grant funding for fire mitigation
	<b>General Purpose Funding</b>							
23	0533		Operating Revenue			(2,000)	907,071	Slight increase in expenses
25	0061		Operating Revenue		2,000		909,071	Outstanding debtors higher than anticipated
25	0261		Operating Revenue		2,500		911,571	Outstanding debtors higher than anticipated
'25	4873		Operating Revenue			(5,000)	906,571	Interest rates overall lower than anticipated
'30	'0535		Operating Revenue			(5,000)	901,571	Not included in original budget
23	0361		Operating Revenue		200		901,771	Slight increase in income
22	'0091		Operating Revenue			(24,535)	877,236	Final confirmation - decrease in grant revenue
22	'0091		Operating Revenue			(695,220)	182,016	Included in carried fwd above
22	0291		Operating Revenue			(19,089)	162,927	Final confirmation - decrease in grant revenue
	0556		Operating Revenue		30,000		192,927	Reserve Contribution - Grycillus Road Flora and Fauna Study
	<b>Community Amenities</b>							
01	2302		Operating Expenses		3,665		196,592	Savings identified
02A	1762		Operating Expenses			(41,575)	155,017	re-allocation
02A	1765		Operating Expenses			(54,155)	100,862	re-allocation
01	1772		Operating Expenses			(12,773)	88,088	re-allocation
02A	1772		Operating Expenses		144,122		232,210	re-allocation
23	1803		Operating Revenue		676		232,886	Slight increase in fees
23	1805		Operating Revenue		2,626		235,512	Slight increase in fees
23	1816		Operating Revenue			(23,876)	211,636	Reduction in Tip Fee Income
23	1816		Operating Revenue		1,300		212,936	Slight increase in fees
01	1824		Operating Expenses			(404)	212,532	Slight increase in expenses
02	1772		Operating Expenses			(1,000)	211,532	Slight increase in expenses
22	3834		Operating Revenue		133000		344,532	Trail Project-Lottery west
22	1123		Operating Revenue			(13,807)	330,725	Dept of Local Government 18-19 grant income reversal
22	1123		Operating Revenue		1300		332,025	Roadwise - Youth
	<b>Health Services</b>							
02	1322		Operating Expenses			(8,000)	324,025	Public Health Plan contribution
	<b>Economic Services</b>							
02	3966		Operating Expenses			(95,911)	228,114	Nannup Trail Infrastructure
02	3966		Operating Expenses			(133,000)	95,114	Trail project Lottery west (Job LWTR)
02	3962		Operating Expenses			(35,000)	60,114	Placemaking Workshops
03	3963		Operating Expenses			(30,000)	30,114	Grycillus Road Flora and Fauna Study - Reserve Funded
22	1123		Operating Revenue		46911		77,025	Nannup Trail infrastructure
	<b>Education &amp; Welfare</b>							
02	1642		Operating Expenses			(1,023)	76,003	Slight increase in expenses
02	1022		Operating Expenses			(1,300)	74,703	Roadwise
02	1022		Operating Expenses			(2,500)	72,203	Healthway
02	1022		Operating Expenses			(2,500)	69,703	SW catchment
02	1122		Operating Expenses			(3,000)	66,703	Family fun day
02	0992		Operating Expenses			(2,053)	64,650	Slight increase in expenses
02	1612		Operating Expenses			(4,000)	60,650	Dementia workshop
02	1132		Operating Expenses			(1,142)	59,507	Slight increase in expenses
22	1163		Operating Revenue		2500		62,007	Healthway
22	1163		Operating Revenue		2500		64,507	SW Catchment
22	1163		Operating Revenue		4000		68,507	Dementia workshop funding
22	1163		Operating Revenue		1472		69,979	Try Bookings
22	1133		Operating Revenue		3000		72,979	Family Fun Day LDAG
	<b>Other Property and Services</b>							
02	6802		Operating Expenses			(6,679)	66,300	Slight increase in expenses
02	4292		Operating Expenses		1,000		67,300	Small savings identified
02	4452		Operating Expenses			(1,000)	66,300	Slight increase in expenses
02	7672		Operating Expenses			(500)	65,800	Slight increase in expenses
02	4312		Operating Expenses			(803)	64,998	Slight increase in expenses
02	3572		Operating Expenses			(899)	64,099	Slight increase in expenses
	<b>Recreation and Culture</b>							
01	1732		Operating Expenses			(1,889)	62,210	Slight increase in expenses
02	1732		Operating Expenses			(141)	62,069	Slight increase in expenses
02	2432		Operating Expenses			(65,000)	(2,931)	Replacement of front door to comply with DAIP and safety standards
02A	2472		Operating Expenses			(464)	(3,395)	Slight increase in expenses
02	2842		Operating Expenses			(4,500)	(7,895)	Slight increase in expenses
01	2642		Operating Expenses			(21,835)	(29,730)	Increase in expenses offset by decrease in expenses in account below
02	2642		Operating Expenses		16,209		(13,521)	Refer above
	<b>Transport</b>							
02	3212		Operating Expenses			(4,729)	(18,250)	IT Expenses for Depot
02	3210		Operating Expenses			(3,326)	(21,576)	Slight increase in expenses
01	3170		Operating Expenses		59,721		38,145	Mitigation funding supporting wages and overheads
02A	3170		Operating Expenses		4,342		42,487	Savings identified in materials
01	3380		Operating Expenses		23,079		65,566	Mitigation funding supporting wages and overheads
02A	3380		Operating Expenses			(2,667)	62,899	Slight increase in expenses
02A	3410		Operating Expenses			(12,200)	50,699	Tree removal
02	7120		Operating Expenses		1,899		52,598	Savings identified
	<b>Amended Budget Cash Position as per Council Resolution</b>			<b>0</b>	<b>1,791,202</b>	<b>(2,552,766)</b>	<b>52,598</b>	



Department of  
**Local Government, Sport  
and Cultural Industries**

## Nannup - Compliance Audit Return 2019

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

<b>Commercial Enterprises by Local Governments</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A		Sarah Dean
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A		Sarah Dean
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A		Sarah Dean
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A		Sarah Dean
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Sarah Dean





<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A		Tracie Bishop
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Tracie Bishop
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Tracie Bishop
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Tracie Bishop
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A		Tracie Bishop
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Sarah Dean
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Sarah Dean
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Sarah Dean
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Sarah Dean
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes		Sarah Dean
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Sarah Dean
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes		Sarah Dean
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Sarah Dean

<b>Disclosure of Interest</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Sarah Dean
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes		Sarah Dean



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Sarah Dean
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A		Sarah Dean
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A		Sarah Dean
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes		Sarah Dean
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	N/A		Sarah Dean
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Sarah Dean
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Sarah Dean
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Sarah Dean
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Sarah Dean
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Sarah Dean
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Sarah Dean
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Sarah Dean
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Sarah Dean



No	Reference	Question	Response	Comments	Respondent
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Sarah Dean
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Sarah Dean
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Sarah Dean
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Sarah Dean

### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	N/A		Sarah Dean
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Sarah Dean

### Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	N/A		Sarah Dean
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	N/A		Sarah Dean



<b>Finance</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	Council resolution 19136 - October Special Meeting	Sarah Dean	
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	Yes	Council resolution 19136 - October Special Meeting	Sarah Dean	
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	Yes	Auditors appointed from OAG not local government as per Local Government Amendment (Auditing) Act 2017	Tracie Bishop	
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	N/A	refer above	Tracie Bishop	
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		Tracie Bishop	
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes		Sarah Dean	
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	Yes		Sarah Dean	
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	Yes		Sarah Dean	
9	S7.12A (5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes		Sarah Dean	
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Sarah Dean	
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Sarah Dean	



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No	Reference	Question	Response	Comments	Respondent
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Sarah Dean
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Sarah Dean
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Sarah Dean

**Integrated Planning and Reporting**

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	Resolution 17109; 22 June 2017 Ordinary Council Meeting.	Sarah Dean
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	Yes	Resolution 19069; June 27 2019 Ordinary Council Meeting.	Sarah Dean
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	Resolution 17061; 27 April 2017 Ordinary Council Meeting.	Sarah Dean
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments.  Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	Yes	Resolution 19069; 27 June 2019 Ordinary Council Meeting.	Sarah Dean
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	Resolution 17084; 25 May 2017 Ordinary Council Meeting.	Sarah Dean
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	Resolution 17123; 22 June 2017 Ordinary Council Meeting.	Sarah Dean
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	Resolution 17083; 22 June 2017 Ordinary Council Meeting.	Sarah Dean



<b>Local Government Employees</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Sarah Dean
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	N/A		Sarah Dean
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	N/A		Sarah Dean
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	N/A		Sarah Dean
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A		Sarah Dean



<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A		Tracie Bishop
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Sarah Dean
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Sarah Dean
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Sarah Dean
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	Yes		Sarah Dean
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Sarah Dean



<b>Optional Questions</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes		Tracie Bishop
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes		Tracie Bishop
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		Tracie Bishop
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	No	Approval was sought and approved from Dept of Local Government to allow submission of these accounts to be submitted after this date.	Tracie Bishop

<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	N/A	No tenders were called in year under review.	Sarah Dean
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	N/A		Sarah Dean
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	N/A		Sarah Dean
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	N/A		Sarah Dean





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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	N/A		Sarah Dean
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	N/A		Sarah Dean
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	N/A		Sarah Dean
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	N/A		Sarah Dean
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	N/A		Sarah Dean
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	N/A		Sarah Dean
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	N/A		Sarah Dean
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	N/A		Sarah Dean
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	N/A		Sarah Dean
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	N/A		Sarah Dean
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	N/A		Sarah Dean
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	N/A		Sarah Dean
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	N/A		Sarah Dean



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No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A		Sarah Dean
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A		Sarah Dean
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A		Sarah Dean
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	N/A		Sarah Dean
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A		Sarah Dean
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A		Sarah Dean
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A		Sarah Dean
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	N/A		Sarah Dean
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	N/A		Sarah Dean



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No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	N/A		Sarah Dean

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, Nannup

\_\_\_\_\_  
Signed CEO, Nannup

## Attachment 12.6.1

9<sup>th</sup> February 2020



The C.E.O.

Shire of Nannup

PO Box 11

Nannup WA 6275

Dear David,

Please find attached the question I asked at the Elector's Meeting on 30<sup>th</sup> January 2020.

It was requested by yourself and the Shire President that I submit it to Council with a copy to all Councillors for further consideration.

Yours faithfully.

A handwritten signature in black ink, appearing to be "Paul Jeffrey", written over a horizontal line.

Paul Jeffrey

Committee Member

South West Food Bowl Nannup

## Question at Annual Meeting of Electors on 29<sup>th</sup> January 2020

Are Councillors aware that last year the South West Food Bowl Nannup applied to the Grants Committee for funding to go towards assisting with the 2020 Youth Education Day.

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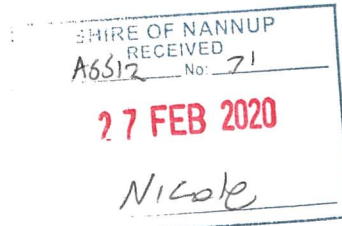
In August we received a letter congratulating us on being successful and informing us we would be receiving \$3000 in funding and in fact a remittance advice was sent to us for that amount. In good faith we committed those funds only to be told some three months later that a mistake had been made and the amount was in fact only \$1000.

Mistake or no mistake is it an accepted practice for the Shire to put volunteer organisations under financial pressure by going back on official notification of funding.

Unlike the Shire, we think it is only right to honour our obligations made after receiving your correspondence of 20<sup>th</sup> August 2019.

The \$2000 shortfall will stress us financially to the extent that we may have to either seek legal advice, submit a complaint to the State Administrative Tribunal or the Shire can honour their commitment.

## Attachment 12.6.2



Nannup Arts Inc.  
PO Box 318  
Nannup WA 6275

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

Dear David

### Re: COMMUNITY GRANT 2019/20

Nannup Arts Inc. committee and members would like to thank Nannup Shire for its continuing support especially in regard to the Supper Room Gallery lease.

Last year Nannup Arts Inc. applied for a community grant and on 20 August 2019 we were thrilled to be advised that we had been granted \$3000 towards the running costs of our 2019 Spring Art Exhibition (held in October).

At the time we were undecided as to whether we could afford to go ahead with the exhibition, so news of the grant was the reason that we did. If we had known that we would not receive \$3000 from the Shire, we would not have proceeded with the exhibition in the form that it was delivered. If we had been aware that we would receive \$1000 instead of \$3000, we would have either pursued fundraising and/or reduced our expenses for the exhibition. We believe that this error has placed an unreasonable and unfair burden on our organisation's finances.

In addition, during our promotion of the 2019 Spring Art Exhibition, Nannup Shire was listed as the major sponsor due to the confirmation letter that we received on 20 August 2019.

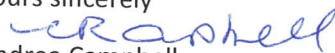
We believe that the delay in the receipt of the first confirmation letter on 20 August (successful for \$3000), then a remittance advice for \$3000 received on 6 December 2019, to the eventual amount deposited in the Nannup Arts Inc. account (\$1000) in January 2020, was an unacceptable turnaround for a grant that was applied for in April 2019.

Due to the error in the grants process, Nannup Arts Inc. made a loss of \$1591.05 on the 2019 Spring Art Exhibition. As such, we would like to request that the Shire consider reimbursing Nannup Arts Inc. for this amount.

If our request for reimbursement is granted, this would greatly assist us in our continued development of workshops and exhibitions, benefiting the community in the Shire of Nannup.

Once again, we thank the Shire for its continued support of Nannup Arts Inc. and we look forward to working with the Shire into the future.

Yours sincerely

  
Andrea Campbell

Secretary Nannup Arts Inc.  
25 February 2020

# Attachment 12.7.1



## **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 January 2020**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**Shire of Nannup**  
**Information Summary**  
**For the Period Ended 31 January 2020**

## Key Information

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

### Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

### Statement of Financial Activity by reporting program

Is presented on page 3 and shows a surplus as at 31 January 2020 of \$2,509,276.

### Items of Significance

The material variance adopted by the Shire of Nannup for the 2018/19 year is \$30,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

### Capital Expenditure

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	64%	-\$ 941,195	-\$ 1,805,808	-\$ 598,368
Non-operating Grants, Subsidies and Contributions	41%	-\$ 766,554	-\$ 766,554	-\$ 311,976
	53%	-\$ 1,707,749	-\$ 2,572,362	-\$ 910,344
Rates Levied	100%	\$ 1,771,448	\$ 1,771,448	\$ 1,776,797

*% Compares current ytd actuals to annual budget*

Financial Position		Prior Year 30	Current Year 30	Note
		June 2019	June 2020	
Adjusted Net Current Assets	87%	\$ 2,886,649	\$ 2,509,277	3
Cash and Equivalent - Unrestricted		\$ 2,274,272	\$ 2,623,344	3 & 4
Receivables - Rates	108%	\$ 505,662	\$ 547,171	3 & 6
Receivables - Other	386%	\$ 30,966	\$ 119,564	3 & 6
Payables	61%	\$ 113,667	\$ 68,911	3

*% Compares current ytd actuals to prior year actuals at the same time*

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

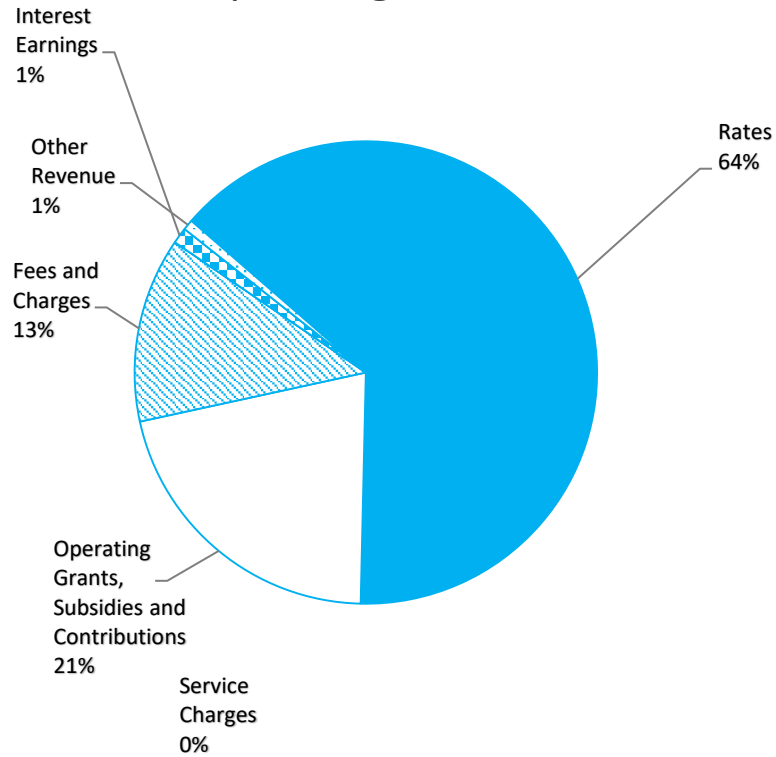
## Preparation

Prepared by: Susan Fitchat  
Reviewed by: Tracie Bishop  
Date prepared: 20/03/2020

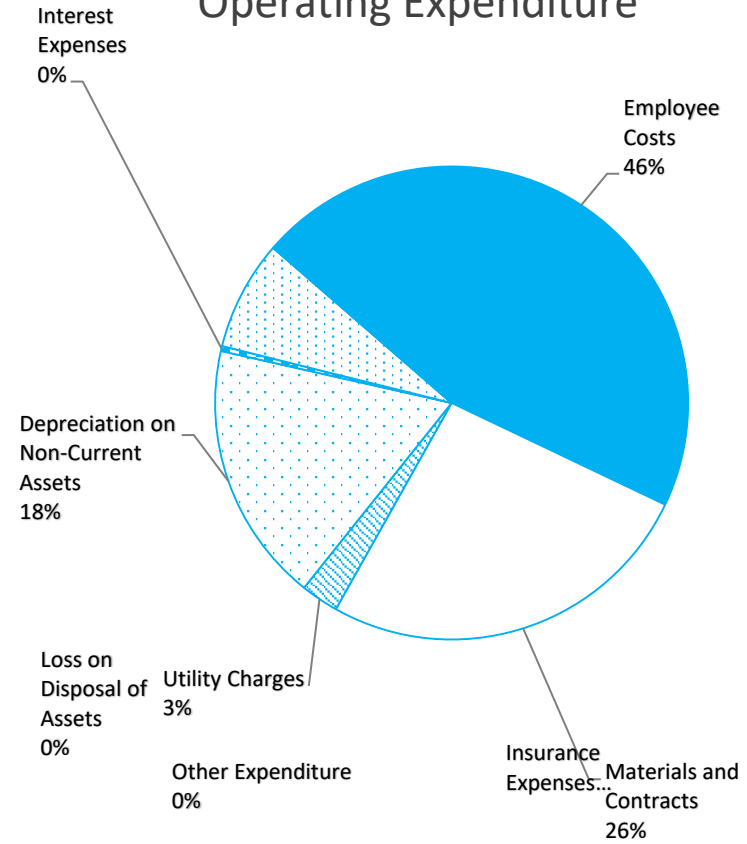


Shire of Nannup  
Information Summary  
For the Period Ended 31 January 2020

Operating Revenue



Operating Expenditure



**SHIRE OF NANNUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2020**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>		814,162	814,162	<b>1,864,842</b>	1,050,680	129%	
<b>Revenue from operating activities</b>							
Governance		0	0	<b>0</b>	0		
General Purpose Funding - Rates	9	1,771,448	1,771,448	<b>1,776,797</b>	5,349	0%	
General Purpose Funding - Other		775,930	387,965	<b>356,250</b>	(31,715)	(8%)	
Law, Order and Public Safety		227,986	113,993	<b>276,453</b>	162,460	143%	
Health		16,750	8,375	<b>11,191</b>	2,816	34%	
Education and Welfare		54,644	27,322	<b>21,844</b>	(5,478)	(20%)	
Housing		20,800	10,400	<b>12,800</b>	2,400	23%	
Community Amenities		339,356	169,678	<b>302,436</b>	132,758	78%	
Recreation and Culture		11,940	5,970	<b>10,433</b>	4,463	75%	
Transport		116,854	58,427	<b>105</b>	(58,322)	(100%)	
Economic Services		26,975	13,488	<b>5,766</b>	(7,722)	(57%)	
Other Property and Services		15,400	7,700	<b>4,036</b>	(3,664)	(48%)	
		<b>3,378,084</b>	<b>2,574,766</b>	<b>2,778,109</b>			
<b>Expenditure from operating activities</b>							
Governance		(1,150,409)	(575,205)	<b>-523,536.65</b>	51,668	9%	
General Purpose Funding		(82,344)	(41,172)	<b>(24,897)</b>	16,275	40%	
Law, Order and Public Safety		(296,534)	(148,267)	<b>(231,798)</b>	(83,531)	(56%)	
Health		(54,363)	(27,182)	<b>(33,384)</b>	(6,202)	(23%)	
Education and Welfare		(101,206)	(50,603)	<b>(62,548)</b>	(11,945)	(24%)	
Housing		(34,507)	(17,253)	<b>(9,830)</b>	7,423	43%	
Community Amenities		(381,198)	(190,599)	<b>(193,595)</b>	(2,996)	(2%)	
Recreation and Culture		(275,288)	(137,644)	<b>(149,477)</b>	(11,833)	(9%)	
Transport		(1,041,587)	(520,794)	<b>(520,047)</b>	746	0%	
Economic Services		(342,625)	(171,313)	<b>(151,818)</b>	19,494	11%	
Other Property and Services		(838,546)	(419,273)	<b>(516,407)</b>	(97,134)	(23%)	
		<b>(4,598,608)</b>	<b>(2,299,304)</b>	<b>(2,417,339)</b>			
<b>Financing Costs</b>							
Community Amenities		(1,570)	(785)	<b>(1,154)</b>	(369)	47%	
		<b>(1,570)</b>	<b>(785)</b>	<b>(1,154)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		816,280	408,140	<b>395,951</b>	(12,189)	(3%)	
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	<b>0</b>	(22,200)	(100%)	
Adjust Provisions and Accruals		0	0	<b>55,468</b>	55,468		▲
<b>Amount attributable to operating activities</b>		<b>(383,614)</b>	<b>705,017</b>	<b>811,034</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	779,530	389,765	<b>311,976</b>	(77,789)	(20%)	▼
Proceeds from Disposal of Assets	8	70,000	35,000	<b>0</b>	(35,000)	(100%)	▼
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(142,730)	(71,365)	<b>(7,800)</b>	63,565	89%	▲
Infrastructure Assets - Roads	13	(687,372)	(343,686)	<b>(411,933)</b>	(68,247)	(20%)	▼
Infrastructure Assets - Public Facilities	13	0	0	<b>0</b>	0		
Infrastructure Assets - Footpaths	13	0	0	<b>0</b>	0		
Infrastructure Assets - Drainage	13	0	0	<b>0</b>	0		
Plant and Equipment	13	(426,000)	(213,000)	<b>(60,925)</b>	152,075	71%	▲
Furniture and Equipment	13	(38,000)	(19,000)	<b>0</b>	19,000	100%	▲
<b>Amount attributable to investing activities</b>		<b>(444,572)</b>	<b>(222,286)</b>	<b>(168,682)</b>			
<b>Financing Activities</b>							
Loan Repayments Capital		(33,728)	(33,728)	<b>0</b>	33,728	(100%)	
Proceeds from new borrowings		370,000	370,000	<b>0</b>	(370,000)		
Self-Supporting Loan Principal		49,796	24,898	<b>31,380</b>	6,481	26%	▲
Transfer from Reserves	7	104,000	52,000	<b>0</b>	(52,000)	(100%)	▼
Repayment of Debentures	10	(49,796)	(24,898)	<b>(28,698)</b>	(3,800)	(15%)	
Transfer to Reserves	7	(425,000)	(212,500)	<b>(600)</b>	211,900	100%	▲
<b>Amount attributable to financing activities</b>		<b>15,272</b>	<b>175,772</b>	<b>2,082</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>1,248</b>	<b>1,472,665</b>	<b>2,509,276</b>			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF NANNUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 January 2020**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>		814,162	814,162	1,864,842	1,050,680	129%	▲
<b>Revenue from operating activities</b>							
Rates	9	1,771,448	1,771,448	1,776,797	5,349	0%	
Operating Grants, Subsidies and Contributions	11	1,045,827	522,914	589,917	67,004	13%	▲
Fees and Charges		475,089	237,544	359,309	121,765	51%	▲
Service Charges		0	0	0	0		
Interest Earnings		60,000	30,000	31,408	1,408	5%	
Other Revenue		25,720	12,860	20,285	7,425	58%	
		<b>3,378,084</b>	<b>2,574,766</b>	<b>2,777,717</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,873,031)	(936,516)	(1,016,031)	79,516	8%	
Materials		-981,852.69	(490,926)	(579,644)	88,718	18%	▲
Contracts		(613,307)	(306,654)	(194,321)	(112,333)	(37%)	▼
Utility Charges		(98,140)	(49,070)	(57,399)	8,329	17%	▲
Depreciation on Non-Current Assets		(816,280)	(408,140)	(395,956)	(12,184)	(3%)	
Interest Expenses		(18,098)	(9,049)	(7,541)	(1,507)	(17%)	
Insurance Expenses		(176,169)	(88,084)	(167,214)	79,129	90%	▲
Other Expenditure		(1,100)	(550)	0	(550)	(100%)	
(Profit)/Loss on Sale of Assets		(22,200)	(11,100)	0	(11,100)	(100%)	
		<b>(4,600,177)</b>	<b>(2,300,089)</b>	<b>(2,418,106)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		816,280	408,140	395,956	(12,184)	(3%)	
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	0	(22,200)	(100%)	
Adjust Provisions and Accruals		0	0	55,468	55,468		▲
<b>Amount attributable to operating activities</b>		<b>(383,613)</b>	<b>705,017</b>	<b>811,035</b>			
<b>Investing activities</b>							
Non-Operating Grants, Subsidies and Contributions	11	779,530	389,765	311,976	(77,789)	(20%)	▼
Proceeds from Disposal of Assets	8	70,000	35,000	0	(35,000)	(100%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(142,730)	(71,365)	(7,800)	63,565	89%	▲
Infrastructure Assets - Roads	13	(687,372)	(343,686)	(411,933)	(68,247)	(20%)	▼
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(426,000)	(213,000)	(60,925)	152,075	71%	▲
Furniture and Equipment	13	(38,000)	(19,000)	0	19,000	100%	▲
<b>Amount attributable to investing activities</b>		<b>(444,572)</b>	<b>(222,286)</b>	<b>(168,682)</b>			
<b>Financing Activities</b>							
Loan Repayments Capital		(33,728)	(33,728)	0	33,728	(100%)	
Proceeds from new borrowings		370,000	370,000	0	0		
Self-Supporting Loan Principal		49,796	24,898	31,380	6,481	26%	
Transfer from Reserves	7	104,000	52,000	0	(52,000)	(100%)	▼
Repayment of Debentures	10	(49,796)	(24,898)	(28,698)	(3,800)	(15%)	
Transfer to Reserves	7	(425,000)	(212,500)	(600)	211,900	100%	▲
<b>Amount attributable to financing activities</b>		<b>15,272</b>	<b>175,772</b>	<b>2,082</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>1,249</b>	<b>1,472,666</b>	<b>2,509,277</b>	<b>1,036,611</b>	<b>70%</b>	<b>▲</b>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

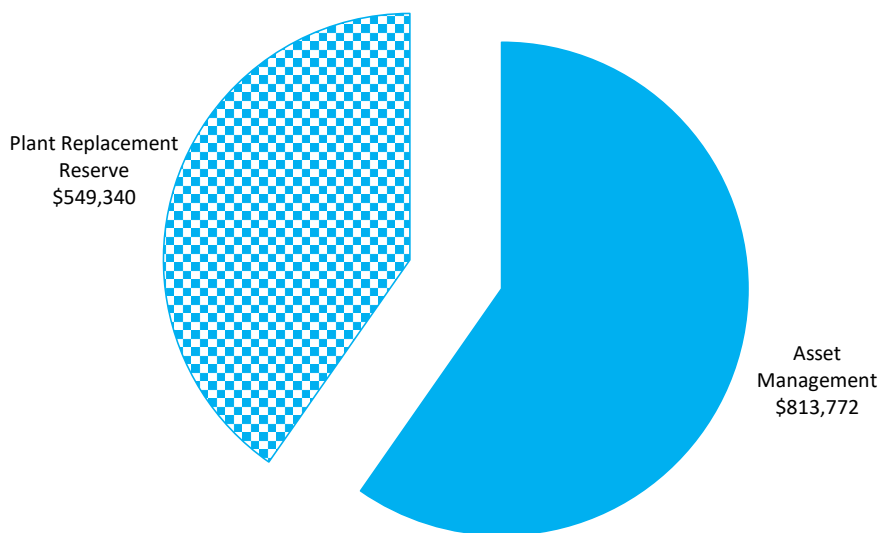
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF NANNUP**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 January 2020

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	(7,800)	0	0	(142,730)	<b>(7,800)</b>	(7,800)
Infrastructure Assets - Roads	13	(411,933)	0	(721,371)	(721,371)	<b>(411,933)</b>	309,438
Infrastructure Assets - Public Facilities	13	0	0	0	0	<b>0</b>	0
Infrastructure Assets - Footpaths	13	0	0	0	0	<b>0</b>	0
Infrastructure Assets - Drainage	13	0	0	0	0	<b>0</b>	0
Proceeds from Advances		0	0	0	0	<b>0</b>	0
Plant and Equipment	13	(60,925)	0	(426,000)	(426,000)	<b>(60,925)</b>	365,075
Furniture and Equipment	13	0	0	0	(38,000)	<b>0</b>	0
<b>Capital Expenditure Totals</b>		<b>(480,658)</b>	<b>0</b>	<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(480,658)</b>	<b>666,713</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				<b>(359,155)</b>	<b>(189,762)</b>	<b>(218,106)</b>	
Borrowings				<b>0</b>	<b>0</b>	<b>0</b>	
Other (Disposals & C/Fwd)				<b>35,000</b>	<b>70,000</b>	<b>0</b>	
Council contribution - Cash Backed Reserves							
Asset Management		<b>0</b>	<b>0</b>	\$813,772	(24,000)	<b>0</b>	<b>(813,772)</b>
Plant Replacement Reserve		<b>0</b>	<b>0</b>	\$549,340	(22,000)	<b>0</b>	<b>(549,340)</b>
Council contribution - operations				<b>(2,186,328)</b>	<b>(1,162,339)</b>	<b>(262,552)</b>	
<b>Capital Funding Total</b>				<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(480,658)</b>	

**Capital**



**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 1: Significant Accounting Policies**

**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they **Critical Accounting Estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the

**(c) Rounding Off Figures**

All figures shown in this statement are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the

**(e) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments

**(g) Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are

**(h) Inventories**

**General**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of

**Land Held for Resale**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development,

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

<b>Asset</b>	<b>Years</b>	<b>Method</b>
Buildings	20 to 100 years	Straight Line
Furniture and Equipment	4 to 20 years	Straight Line
Plant and Equipment	5 to 20 years	Straight Line
Sealed Roads		
formation	not depreciated	
pavement	80 years	Straight Line
seal		
bituminous seals	34 years	Straight Line
asphalt surfaces	43 years	Straight Line
Gravel Roads		
formation	not depreciated	
pavement	80 years	Straight Line
Formed roads		
formation	not depreciated	
pavement	80 years	Straight Line
Footpaths - slab	50 to 60 years	Straight Line
Kerbs	100 years	Straight Line
Parks & Gardens	50 to 75 years	Straight Line
Water Supply Piping and Draing Systems	75 to 130 years	Straight Line
Bridges	90 to 110 years	Straight Line

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated

(i) *Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)*

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months

**Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an

**(o) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected

**(p) Nature or Type Classifications**

**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges,

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management)

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation,

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses,

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**(r) Program Classifications (Function/Activity)**

Shire of Nannup operations as disclosed in these financial statements encompass the following service orientated activities/programs.

**GOVERNANCE****Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

**Activities:**

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and

**GENERAL PURPOSE FUNDING****Objective:**

To collect revenue to allow for the provision of services.

**Activities:**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY****Objective:**

To provide services to help ensure a safer community.

**Activities:**

Supervision of various by-laws, fire prevention, emergency services and animal control.

**HEALTH****Objective:**

To provide an operational framework for good community health.

**Activities:**

Food quality, building sanitation and sewage.

**EDUCATION AND WELFARE****Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

**Activities:**

Operation of pre-school, provision of youth support.

**HOUSING****Objective:**

Help ensure adequate housing.

**Activities:**

Maintenance of staff and rental housing.

**COMMUNITY AMENITIES****Objective:**

To provide services required by the community.

**Activities:**

Rubbish collection services, operation of tip, noise control, administration of the town planning scheme, maintenance of cemetery and maintenance of

**RECREATION AND CULTURE****Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

**Activities:**

Maintenance of halls, recreation centre and various reserves; operation of library.

**TRANSPORT****Objective:**

To provide effective and efficient transport services to the community.

**Activities:**

Construction and maintenance of streets, roads, bridges; cleaning of streets, depot maintenance.

**ECONOMIC SERVICES****Objective:**

To help promote the shire and its economic wellbeing.

**Activities:**

Assistance to tourism, area promotion, building control, noxious weeds, vermin control.

**OTHER PROPERTY AND SERVICES****Objective:**

To accurately allocate plant and labour costs across the various programs of Council.

**Activities:**

Private works operations, plant repairs and operations costs.

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 2: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$30,000 or 10% whichever is the greater.

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

Reporting Program	Var. \$	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$		
	<u>\$0</u>		
Operating Expense			
	<u>\$0.00</u>		
Capital Revenue			
	<u>\$0.00</u>		
Capital Expenses			
	<u>\$0.00</u>		
Other Items			
	<u>\$0.00</u>		

Gross (Deficit) / Surplus Expected	ORIG EST
Revenue	\$ -
Expenditure	\$ -
Capital	\$ -
Other Items	\$ -
<b>Projected (Deficit) / Surplus</b>	<b>\$ -</b>



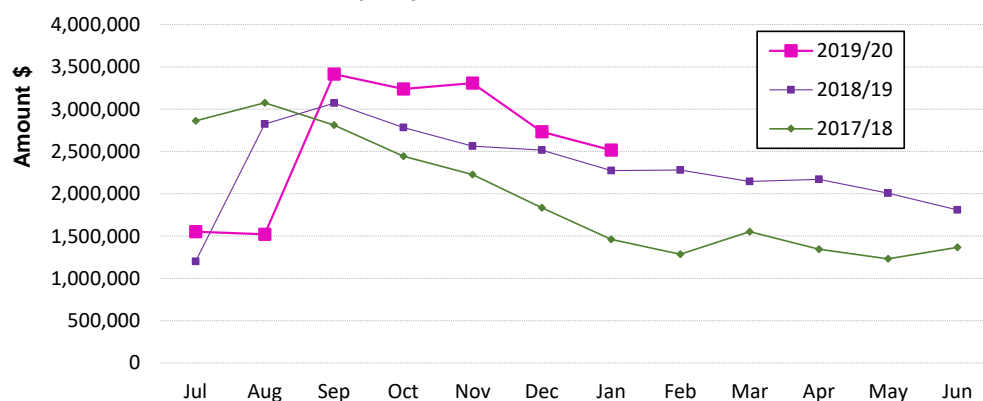
**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2019	31 Jan 2019	31 Jan 2020
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,399,928	2,274,272	2,228,073
<i>Cash Restricted:</i>				
Bonds, deposits and collections		49,797		49,299
Conditions over Grants	11	169,393	0	20,393
Cash Restricted Reserve Accounts	4	2,622,747	2,017,638	2,623,344
Receivables - Rates & Rubbish		174,092	505,662	547,171
Receivables - Other	6	573,603	30,966	119,564
Interest / ATO Receivable/ Trust	6	34,765	411,548	15,149
Inventories		146,023	6,240	146,023
		5,170,348	5,246,326	5,749,017
<b>Less: Current Liabilities</b>				
Payables		(113,667)	(19,401)	(68,911)
Bonds deposits and collections		(49,797)	(19,324)	(49,299)
Provisions		(389,941)	(310,546)	(334,474)
		(553,405)	(349,271)	(452,684)
<b>Less:</b>				
Cash Reserves	7	(2,622,747)	(2,017,638)	(2,623,344)
Cash Conditions over Grants		(169,393)		(20,393)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		(45,205)	(76,926)	(47,194)
Rates Received in Advance		(14,124)		(14,124)
Loans receivable - Clubs/Institutions		(49,797)	(17,429)	(48,234)
Local Government House Trust brought into account		(17,517)		(17,517)
		(2,935,034)	(2,128,243)	(2,787,056)
<b>Adjustments:</b>				
Prior year adjustment- grant carry over				
Long Service Leave provision not expected to be cleared at end		182,932	117,836	
		182,932	117,836	0
		1,864,842	2,886,649	2,509,277

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	378,025			378,025	CBA	Tiered	At Call
Reserve Bank Account		73,344		73,344	CBA	Tiered	At Call
Trust Bank Account			23,687		CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
<b>(b) Term Deposits</b>							
Municipal	504,611			504,611	WPC	2.20%	11-Dec-19
Municipal - At call	1,400,000			1,400,000	CBA	0.90%	At Call
Reserves		2,550,000		2,550,000	WPC	2.22%	11-Jun-20
<b>Total</b>	<b>2,282,886</b>	<b>2,623,344</b>	<b>23,687</b>	<b>4,906,229</b>			

**Comments/Notes - Investments**

SHIRE OF NANNUP  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 January 2020

**Note 5: Budget Amendments**

**Amendments to original budget since budget adoption. Surplus/(Deficit)**

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Opening Surplus(Deficit)				1,248
	Surplus Brought Forward amendment						1,248
	Expenditure and Income Net from original Budget						1,248
	<b>Operating Permanent Changes</b>						
	<b>Governance</b>						
	<b>General Purpose Funding</b>						
	<b>Law &amp; Order</b>						
	<b>Education &amp; Welfare</b>						
	<b>Housing</b>						
	<b>Community Amenities</b>						
	<b>Recreation and Culture</b>						
	<b>Transport</b>						
	<b>Economic Development</b>						
	<b>Other Property &amp; Services</b>						
	<b>Capital Expenditure</b>						
				0	0	0	1,248

Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

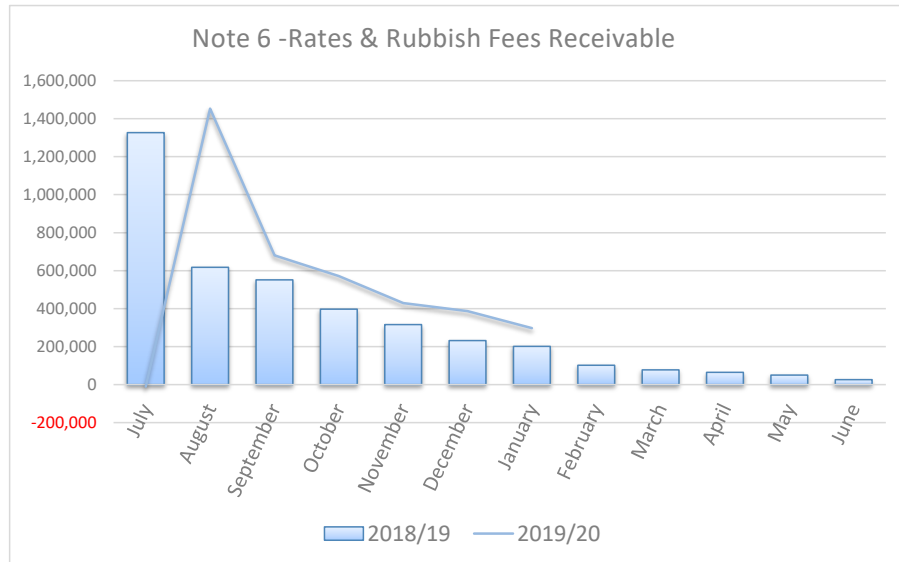
Comments/Notes - Budget Amendments

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 6: Receivables**

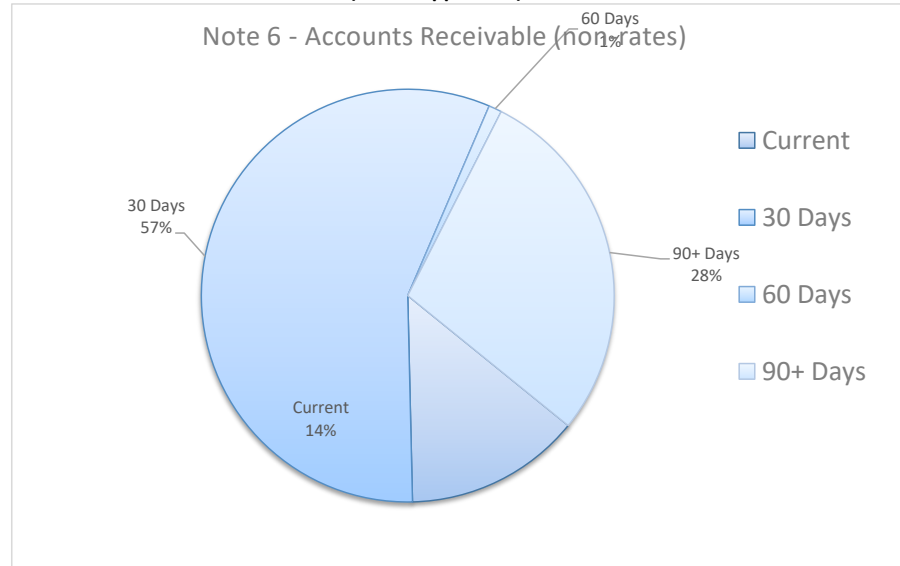
Receivables - Rates Receivable <i>Rates Only</i>	31 Jan 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	111,472	94,693
Levied this year	1,776,797	1,704,777
Less Collections to date	(1,409,358)	(1,687,997)
<b>Equals Current Outstanding</b>	<b>478,911</b>	<b>111,472</b>
<b>Net Rates Collectable</b>	<b>478,911</b>	<b>111,472</b>
% Collected	79.32%	93.81%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	7,966	32,806	589	16,371	57,732
<b>Balance per Trial Balance</b>					
Sundry Debtors					71,857
Receivables - Other					62,856
<b>Total Receivables General Outstanding</b>					<b>134,713</b>
				Error Check	0.00



Comments/Notes - Receivables Rates

Amounts shown above include GST (where applicable)

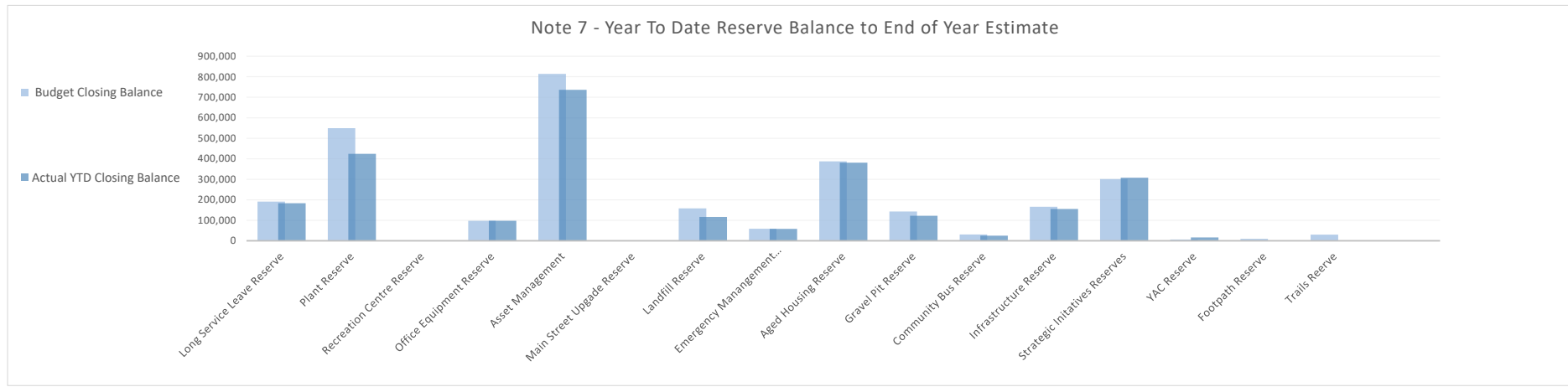
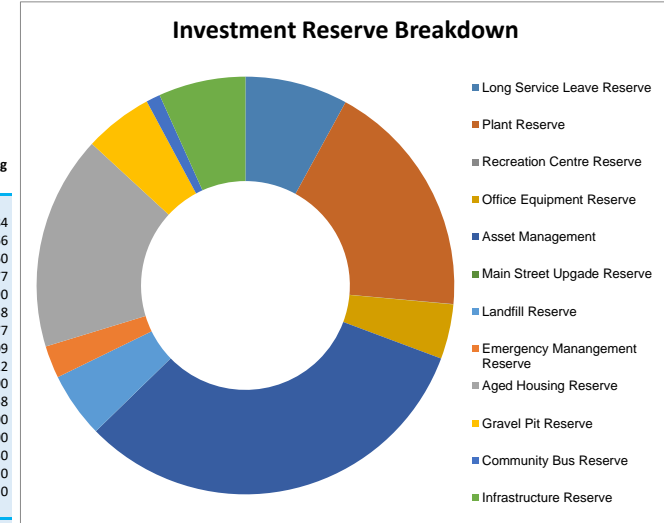


Comments/Notes - Receivables General

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 7: Cash Backed Reserve**

Name	Opening Balance 1/7/2019	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Long Service Leave Reserve	\$ 182,930	\$ 3,000	\$ 54	\$ 15,000	\$ 0	\$ (10,000)	\$ 0	\$ 190,930	\$ 182,984
Plant Reserve	424,340	7,000	126	140,000	0	(22,000)	0	549,340	424,466
Recreation Centre Reserve	560	0	0	0	0	0	0	560	560
Office Equipment Reserve	97,549	1,000	29	30,000	0	(31,000)	0	97,549	97,577
Asset Management	735,772	12,000	218	90,000	0	(24,000)	0	813,772	735,990
Main Street Upgrade Reserve	58	0	0	0	0	0	0	58	58
Landfill Reserve	116,343	1,500	35	40,000	0	0	0	157,843	116,377
Emergency Management Reserve	57,792	1,000	17	0	0	0	0	58,792	57,809
Aged Housing Reserve	381,099	6,500	113	0	0	0	0	387,599	381,212
Gravel Pit Reserve	122,000	1,000	0	20,000	0	0	0	143,000	122,000
Community Bus Reserve	25,051	1,000	7	5,000	0	0	0	31,051	25,058
Infrastructure Reserve	155,000	1,000	0	10,000	0	0	0	166,000	155,000
Strategic Initiatives Reserves	308,000	0	0	0	0	(7,000)	0	301,000	308,000
YAC Reserve	16,250	0	0	0	0	(10,000)	0	6,250	16,250
Footpath Reserve	0	0	0	10,000	0	0	0	10,000	0
Trails Reserve	0	0	0	30,000	0	0	0	30,000	0
	<b>2,622,744</b>	<b>35,000</b>	<b>600</b>	<b>390,000</b>	<b>0</b>	<b>(104,000)</b>	<b>0</b>	<b>2,943,744</b>	<b>2,623,344</b>





**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	8.8980	383	6,561,664	583,857	4,320	0	588,177	0			0
UV	0.4638	208	118,073,000	547,623	0	0	547,623	0			0
UV Pastoral				0	0	0	0		0	0	0
<b>Sub-Totals</b>		<b>591</b>	<b>124,634,664</b>	<b>1,131,479</b>	<b>4,320</b>	<b>0</b>	<b>1,135,799</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV	1,013.00	353	2,535,608	357,589	0	0	357,589	0	0	0	0
UV	1,133.00	206	26,003,497	233,398	0	0	233,398	0	0	0	0
<b>Sub-Totals</b>		<b>559</b>	<b>28,539,105</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>1,150</b>	<b>153,173,769</b>	<b>1,722,466</b>	<b>4,320</b>	<b>0</b>	<b>1,726,786</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Concession							0				0
<b>Amount from General Rates</b>							<b>1,726,786</b>				<b>0</b>
Ex-Gratia Rates							48,949				0
Specified Area Rates							0				0
<b>Totals</b>							<b>1,775,736</b>				<b>0</b>

**Comments - Rating Information**

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars	01 Jul 2019	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$
<b>Governance</b>								
Loan 37 NCRC	33,132		10,660	18,505	22,472	14,627	1,154	1,570 *
Loan 39A NMC		262,300	18,038	31,291	244,263	231,009	6,513	9,187
	33,132	262,300	28,698	49,796	266,734	245,636	7,667	10,757

All debenture repayments were financed by general purpose revenue.

Self supporting loan income Loan 37	10,660
Self supporting loan income Loan 39A	20,720
<b>Total SSL principal receipts</b>	<b>31,380</b>

**Hard coded**  
**GL code 110330**  
**GL code 110440**

(b) New Debentures

\* Per SSL 2019\_20



**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 11: Grants and Contributions**

	Grant Provider	31/01/2020 Type	Opening	Budget	YTD	Annual	Post	Expected	YTD Actual		Unspent	
			Balance	Operating					Capital	Budget		Budget
			(a)	(b)	(a)+(b)	(d)	(e)	(d)+(e)	(c)	(a)+(b)+(c)		
				\$	\$	\$			\$	\$	\$	
<b>General Purpose Funding</b>												
Grants Commission - General Equalisation	WALGGC	operating	(427,099)	(425,411)	0	(852,510)	(425,411)	(425,411)	(200,438)	200,438	0	
Grants Commission - Roads	WALGGC	operating	(268,121)	(242,276)	0	(510,397)	(242,276)	(242,276)	(111,594)	111,594	0	
<b>Law, Order and Public Safety</b>												
FESA LEVY DFES	Dept. of Fire & Emergency Serv.	Operating - Tied	0	(120,000)	0	(120,000)	(120,000)	(120,000)	(91,627)	91,627	0	
Bushfire Management Plan	Dept. of Fire & Emergency Serv.	Operating - Tied	(19,140)	0	0	(19,140)	0	0	(110,750)	110,750	(19,140)	
Bushfire Mitigation Works 2018/19	Dept. of Fire & Emergency Serv.	Operating - Tied	(9,141)	(35,262)	0	(44,403)	(35,262)	(35,262)	0	0	(9,141)	
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Operating - Tied	7,888	0	0	7,888	0	0	(4,570)	4,570	7,888	
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(81,746)	0	(81,746)	(81,746)	(81,746)	(64,857)	64,857	0	
<b>Education and Welfare</b>												
Grants - Community Bus	Contributions	Operating	0	(2,000)	0	(2,000)	(2,000)	(2,000)	0	0	0	
Local Drug Action Group	Local Drug Action Group	Operating	0	0	0	0	0	0	(1,874)	1,874	0	
Family Fun Day	Dept. Regional Development	Operating	0	0	0	0	0	0	0	0	0	
Community Development Grants	Dept. Regional Development	Non-operating	0	0	0	0	0	0	0	0	0	
Community Development Grants (inc Trails)	Lotterywest	Operating - Tied	(149,000)	(34,500)	0	(183,500)	(34,500)	(34,500)	(11,159)	11,159	0	
<b>Recreation and Culture</b>												
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(133,000)	(133,000)	(133,000)	(133,000)	0	0	0	
Grants - Libraries	Good Things Foundation	Operating	0	0	0	0	0	0	(1,500)	1,500	0	
<b>Transport</b>												
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(306,800)	(306,800)	(306,800)	(306,800)	(111,222)	111,222	0	
MRD Grants - Capital Projects	Regional Road Group	Non-operating	0	0	(116,754)	(116,754)	(116,754)	(116,754)	(116,754)	116,754	0	
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	(210,000)	(210,000)	(210,000)	(210,000)	(84,000)	84,000	0	
			<b>(864,613)</b>	<b>(941,195)</b>	<b>(766,554)</b>	<b>(2,572,362)</b>	<b>(1,707,749)</b>	<b>0</b>	<b>(1,707,749)</b>	<b>(910,344)</b>	<b>910,344</b>	<b>(20,393)</b>
<b>SUMMARY</b>												
Operating	Operating Grants, Subsidies and Contributions		(695,220)	(751,433)	0	(1,446,653)	(751,433)	0	(751,433)	(380,262)	380,262	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(169,393)	(189,762)	0	(359,155)	(189,762)	0	(189,762)	(218,106)	218,106	(20,393)
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	(766,554)	(766,554)	(766,554)	0	(766,554)	(311,976)	311,976	0
<b>TOTALS</b>			<b>(864,613)</b>	<b>(941,195)</b>	<b>(766,554)</b>	<b>(2,572,362)</b>	<b>(1,707,749)</b>	<b>0</b>	<b>(1,707,749)</b>	<b>(910,344)</b>	<b>910,344</b>	<b>(20,393)</b>

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2020**

**Note 12: Trust Fund**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

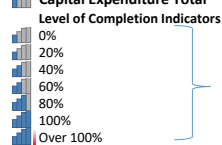
Description	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 31 Jan 2020
	\$	\$	\$	\$
BCITF Levy	160	(649)	809	0
BRB Levy	761	(2,862)	2,154	1,469
Bonds	22,018	(600)	400	22,218
Nomination Deposit	0	(400)	400	0
Donation Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
Trust accrued Expenses	75	0	75	0
	<b>23,014</b>	<b>(4,511)</b>	<b>3,838</b>	<b>23,687.06</b>

23,687

SHIRE OF NANNUP  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2020

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
<b>Buildings</b>								
<b>Housing</b>								
	Danjanerup Cottages	1614	7,800	0	7,800	0	0	7,800
	<b>Housing Total</b>		<b>7,800</b>	<b>0</b>	<b>7,800</b>	<b>0</b>	<b>0</b>	<b>7,800</b>
<b>Law, Order And Public Safety</b>								
	Buildings	0754	0	0	0	142,730	0	0
	<b>Law, Order And Public Safety Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>142,730</b>	<b>0</b>	<b>0</b>
	<b>Buildings Total</b>		<b>7,800</b>	<b>0</b>	<b>7,800</b>	<b>142,730</b>	<b>0</b>	<b>7,800</b>
<b>Furniture &amp; Office Equip.</b>								
<b>Governance</b>								
	Shire Offices	0584	0	0	0	38,000	0	0
	<b>Governance Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>38,000</b>	<b>0</b>	<b>0</b>
	<b>Furniture &amp; Office Equip. Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>38,000</b>	<b>0</b>	<b>0</b>
<b>Plant , Equip. &amp; Vehicles</b>								
<b>Governance</b>								
	Vehicle purchases - Office Staff	0544	0	0	0	0	0	0
	<b>Governance Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>(40,000)</b>
<b>Transport</b>								
	Purchase Of Plant	3564	60,925	0	60,925	386,000	386,000	(325,075)
	<b>Transport Total</b>		<b>60,925</b>	<b>0</b>	<b>60,925</b>	<b>386,000</b>	<b>386,000</b>	<b>(325,075)</b>
	<b>Plant , Equip. &amp; Vehicles Total</b>		<b>60,925</b>	<b>0</b>	<b>60,925</b>	<b>426,000</b>	<b>426,000</b>	<b>(365,075)</b>
<b>Roads (Non Town)</b>								
<b>Transport</b>								
	Local Road Construction	3170	408,001	0	408,001	622,232	622,232	(214,231)
	Mrd Special Bridgeworks	3180	0	0	0	70,000	70,000	(70,000)
	Footpath Program	3210	3,932	0	3,932	29,139	29,139	(25,208)
	<b>Transport Total</b>		<b>411,933</b>	<b>0</b>	<b>411,933</b>	<b>721,371</b>	<b>721,371</b>	<b>(309,438)</b>
	<b>Roads (Non Town) Total</b>		<b>411,933</b>	<b>0</b>	<b>411,933</b>	<b>721,371</b>	<b>721,371</b>	<b>(309,438)</b>
	<b>Capital Expenditure Total</b>		<b>480,658</b>	<b>0</b>	<b>480,658</b>	<b>1,328,101</b>	<b>1,147,371</b>	<b>(666,713)</b>



Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.

31/01/2020

# Attachment 12.8.1



## **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 29 February 2020**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**Shire of Nannup**  
**Information Summary**  
**For the Period Ended 29 February 2020**

## Key Information

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

### Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

### Statement of Financial Activity by reporting program

Is presented on page 3 and shows a surplus as at 29 February 2020 of \$2,291,730.

### Items of Significance

The material variance adopted by the Shire of Nannup for the 2018/19 year is \$30,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

### Capital Expenditure

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	79%	-\$ 941,195	-\$ 1,805,808	-\$ 741,625
Non-operating Grants, Subsidies and Contributions	41%	-\$ 766,554	-\$ 766,554	-\$ 311,976
	62%	-\$ 1,707,749	-\$ 2,572,362	-\$ 1,053,601
Rates Levied	100%	\$ 1,771,448	\$ 1,771,448	\$ 1,774,186

*% Compares current ytd actuals to annual budget*

Financial Position		Prior Year 30	Current Year 30	Note
		June 2019	June 2020	
Adjusted Net Current Assets	82%	\$ 2,887,241	\$ 2,354,886	3
Cash and Equivalent - Unrestricted		\$ 2,274,272	\$ 2,623,344	3 & 4
Receivables - Rates	101%	\$ 505,662	\$ 511,698	3 & 6
Receivables - Other	374%	\$ 30,966	\$ 115,766	3 & 6
Payables	19%	\$ 113,667	\$ 21,901	3

*% Compares current ytd actuals to prior year actuals at the same time*

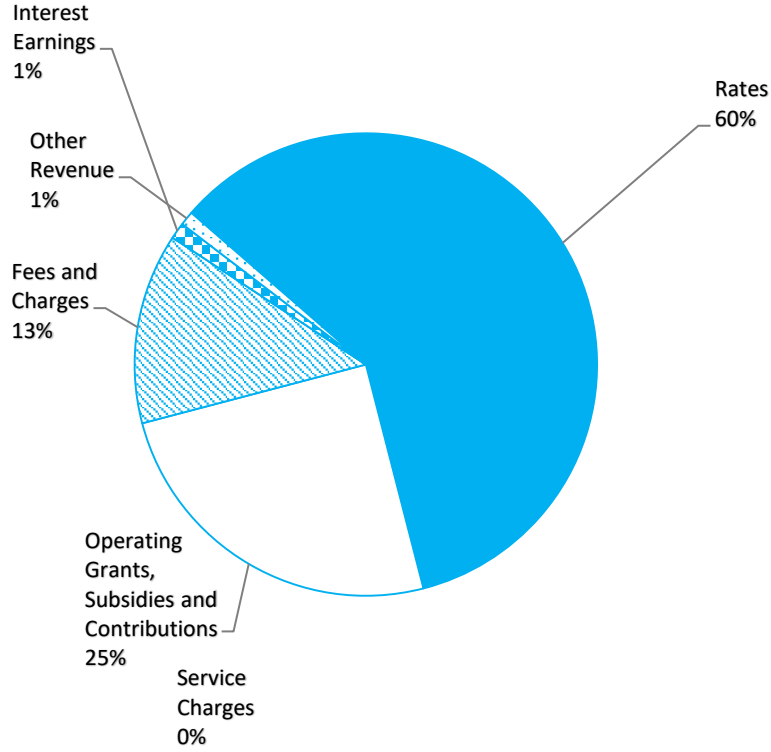
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

## Preparation

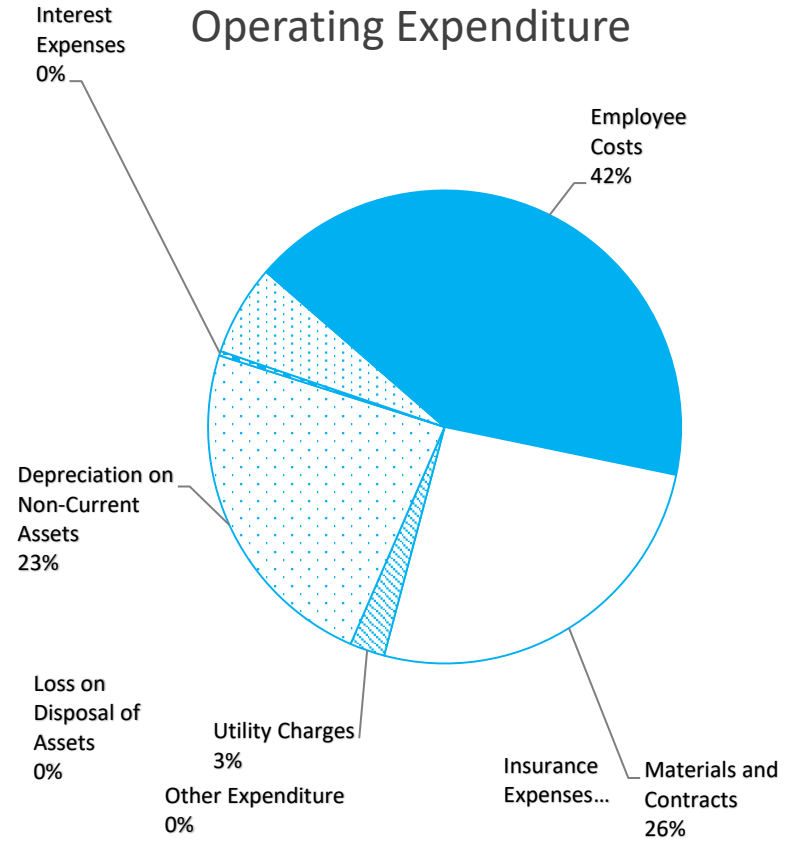
Prepared by: Susan Fitchat  
Reviewed by: Tracie Bishop  
Date prepared: 20/03/2020

Shire of Nannup  
Information Summary  
For the Period Ended 29 February 2020

Operating Revenue



Operating Expenditure



**SHIRE OF NANNUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 29 February 2020**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>		814,162	814,162	<b>1,864,842</b>	1,050,680	129%	
<b>Revenue from operating activities</b>							
Governance		0	0	<b>0</b>	0		
General Purpose Funding - Rates	9	1,771,448	1,771,448	<b>1,774,186</b>	2,738	0%	
General Purpose Funding - Other		775,930	387,965	<b>516,996</b>	129,031	33%	
Law, Order and Public Safety		227,986	113,993	<b>277,292</b>	163,299	143%	
Health		16,750	8,375	<b>11,449</b>	3,074	37%	
Education and Welfare		54,644	27,322	<b>18,357</b>	(8,965)	(33%)	
Housing		20,800	10,400	<b>14,400</b>	4,000	38%	
Community Amenities		339,356	169,678	<b>312,046</b>	142,367	84%	
Recreation and Culture		11,940	5,970	<b>12,261</b>	6,291	105%	
Transport		116,854	58,427	<b>105</b>	(58,322)	(100%)	
Economic Services		26,975	13,488	<b>35,192</b>	21,704	161%	
Other Property and Services		15,400	7,700	<b>4,336</b>	(3,364)	(44%)	
		<b>3,378,084</b>	<b>2,574,766</b>	<b>2,976,618</b>			
<b>Expenditure from operating activities</b>							
Governance		(1,150,409)	(575,205)	<b>(628,827)</b>	(53,622)	(9%)	
General Purpose Funding		(82,344)	(41,172)	<b>(30,800.9)</b>	10,371	25%	
Law, Order and Public Safety		(296,534)	(148,267)	<b>(279,699)</b>	(131,432)	(89%)	
Health		(54,363)	(27,182)	<b>(38,153)</b>	(10,971)	(40%)	
Education and Welfare		(101,206)	(50,603)	<b>(77,317)</b>	(26,714)	(53%)	
Housing		(34,507)	(17,253)	<b>(11,278)</b>	5,975	35%	
Community Amenities		(381,198)	(190,599)	<b>(227,831)</b>	(37,232)	(20%)	
Recreation and Culture		(275,288)	(137,644)	<b>(168,431)</b>	(30,787)	(22%)	
Transport		(1,041,587)	(520,794)	<b>(690,313)</b>	(169,520)	(33%)	
Economic Services		(342,625)	(171,313)	<b>(148,380)</b>	22,933	13%	
Other Property and Services		(838,546)	(419,273)	<b>(617,810)</b>	(198,537)	(47%)	
		<b>(4,598,608)</b>	<b>(2,299,304)</b>	<b>(2,918,838)</b>			
<b>Financing Costs</b>							
Community Amenities		(1,570)	(785)	<b>(1,267)</b>	(482)	61%	
		<b>(1,570)</b>	<b>(785)</b>	<b>(1,267)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		816,280	408,140	<b>631,649</b>	223,509	55%	▲
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	<b>9,947</b>	(12,253)	(55%)	
Adjust Provisions and Accruals		0	0	<b>59,285</b>	59,285		▲
<b>Amount attributable to operating activities</b>		<b>(383,614)</b>	<b>705,017</b>	<b>757,394</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	779,530	389,765	<b>311,976</b>	(77,789)	(20%)	▼
Proceeds from Disposal of Assets	8	70,000	35,000	<b>19,091</b>	(15,909)	(45%)	
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(142,730)	(71,365)	<b>(39,515)</b>	31,850	45%	▲
Infrastructure Assets - Roads	13	(687,372)	(343,686)	<b>(514,912)</b>	(171,226)	(50%)	▼
Infrastructure Assets - Public Facilities	13	0	0	<b>0</b>	0		
Infrastructure Assets - Footpaths	13	0	0	<b>0</b>	0		
Infrastructure Assets - Drainage	13	0	0	<b>0</b>	0		
Plant and Equipment	13	(426,000)	(213,000)	<b>(99,850)</b>	113,150	53%	▲
Furniture and Equipment	13	(38,000)	(19,000)	<b>(9,275)</b>	9,725	51%	▲
<b>Amount attributable to investing activities</b>		<b>(444,572)</b>	<b>(222,286)</b>	<b>(332,484)</b>			
<b>Financing Activities</b>							
Loan Repayments Capital		(33,728)	(33,728)	<b>0</b>	33,728	(100%)	
Proceeds from new borrowings		370,000	370,000	<b>0</b>	(370,000)		
Self-Supporting Loan Principal		49,796	24,898	<b>35,052</b>	10,154	41%	▲
Transfer from Reserves	7	104,000	52,000	<b>0</b>	(52,000)	(100%)	▼
Repayment of Debentures	10	(49,796)	(24,898)	<b>(32,473)</b>	(7,575)	(30%)	
Transfer to Reserves	7	(425,000)	(212,500)	<b>(600)</b>	211,900	100%	▲
<b>Amount attributable to financing activities</b>		<b>15,272</b>	<b>175,772</b>	<b>1,979</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>1,248</b>	<b>1,472,665</b>	<b>2,291,730</b>			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF NANNUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 29 February 2020**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>		814,162	814,162	1,864,842	1,050,680	129%	▲
<b>Revenue from operating activities</b>							
Rates	9	1,771,448	1,771,448	1,774,186	2,738	0%	
Operating Grants, Subsidies and Contributions	11	1,045,827	522,914	741,625	218,712	42%	▲
Fees and Charges		475,089	237,544	397,050	159,505	67%	▲
Service Charges		0	0	0	0		
Interest Earnings		60,000	30,000	34,199	4,199	14%	
Other Revenue		25,720	12,860	29,558	16,698	130%	
		<b>3,378,084</b>	<b>2,574,766</b>	<b>2,976,618</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,873,031)	(936,516)	(1,130,812)	194,297	21%	▲
Materials		-981,852.69	(490,926)	(698,746)	207,820	42%	▲
Contracts		(613,307)	(306,654)	(208,941)	(97,713)	(32%)	▼
Utility Charges		(98,140)	(49,070)	(64,501)	15,431	31%	▲
Depreciation on Non-Current Assets		(816,280)	(408,140)	(631,657)	223,517	55%	▲
Interest Expenses		(18,098)	(9,049)	(8,295)	(754)	(8%)	
Insurance Expenses		(176,169)	(88,084)	(167,214)	79,129	90%	▲
Other Expenditure		(1,100)	(550)	0	(550)	(100%)	
(Profit)/Loss on Sale of Assets		(22,200)	(11,100)	(9,947)	(1,153)	(10%)	
		<b>(4,600,177)</b>	<b>(2,300,089)</b>	<b>(2,920,113)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		816,280	408,140	631,657	223,517	55%	▲
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	9,947	(12,253)	(55%)	
Adjust Provisions and Accruals		0	0	59,285	59,285		▲
<b>Amount attributable to operating activities</b>		<b>(383,613)</b>	<b>705,017</b>	<b>757,394</b>			
<b>Investing activities</b>							
Non-Operating Grants, Subsidies and Contributions	11	779,530	389,765	311,976	(77,789)	(20%)	▼
Proceeds from Disposal of Assets	8	70,000	35,000	19,091	(15,909)	(45%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(142,730)	(71,365)	(39,515)	31,850	45%	▲
Infrastructure Assets - Roads	13	(687,372)	(343,686)	(514,912)	(171,226)	(50%)	▼
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(426,000)	(213,000)	(99,850)	113,150	53%	▲
Furniture and Equipment	13	(38,000)	(19,000)	(9,275)	9,725	51%	▲
<b>Amount attributable to investing activities</b>		<b>(444,572)</b>	<b>(222,286)</b>	<b>(332,484)</b>			
<b>Financing Activities</b>							
Loan Repayments Capital		(33,728)	(33,728)	0	33,728	(100%)	
Proceeds from new borrowings		370,000	370,000	370,000			
Self-Supporting Loan Principal		49,796	24,898	35,052	10,154	41%	
Transfer from Reserves	7	104,000	52,000	0	(52,000)	(100%)	▼
Repayment of Debentures	10	(49,796)	(24,898)	(32,473)	(7,575)	(30%)	
Transfer to Reserves	7	(425,000)	(212,500)	(600)	211,900	100%	▲
<b>Amount attributable to financing activities</b>		<b>15,272</b>	<b>175,772</b>	<b>1,979</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>1,249</b>	<b>1,472,666</b>	<b>2,291,730</b>	<b>819,065</b>	<b>56%</b>	<b>▲</b>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

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



**SHIRE OF NANNUP**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 29 February 2020

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	(39,515)	0	0	(142,730)	<b>(39,515)</b>	(39,515)
Infrastructure Assets - Roads	13	(514,912)	0	(721,371)	(721,371)	<b>(514,912)</b>	206,459
Infrastructure Assets - Public Facilities	13	0	0	0	0	<b>0</b>	0
Infrastructure Assets - Footpaths	13	0	0	0	0	<b>0</b>	0
Infrastructure Assets - Drainage	13	0	0	0	0	<b>0</b>	0
Proceeds from Advances		0	0	0	0	<b>0</b>	0
Plant and Equipment	13	(99,850)	0	(426,000)	(426,000)	<b>(99,850)</b>	326,150
Furniture and Equipment	13	(9,275)	0	0	(38,000)	<b>(9,275)</b>	(9,275)
<b>Capital Expenditure Totals</b>		<b>(663,551)</b>	<b>0</b>	<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(663,551)</b>	<b>483,820</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				<b>(359,155)</b>	<b>(189,762)</b>	<b>(210,947)</b>	
Borrowings				<b>0</b>	<b>0</b>	<b>0</b>	
Other (Disposals & C/Fwd)				<b>35,000</b>	<b>70,000</b>	<b>19,091</b>	
Council contribution - Cash Backed Reserves							
Asset Management		<b>0</b>	<b>0</b>	\$813,772	(24,000)	<b>0</b>	<b>(813,772)</b>
Plant Replacement Reserve		<b>0</b>	<b>0</b>	\$549,340	(22,000)	<b>0</b>	<b>(549,340)</b>
Council contribution - operations				<b>(2,186,328)</b>	<b>(1,162,339)</b>	<b>(471,695)</b>	
<b>Capital Funding Total</b>				<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(663,551)</b>	

**Capital**



**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 1: Significant Accounting Policies**

**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they **Critical Accounting Estimates**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the

**(c) Rounding Off Figures**

All figures shown in this statement are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the

**(e) Goods and Services Tax**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments

**(g) Trade and Other Receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are

**(h) Inventories**

**General**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of

**Land Held for Resale**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development,

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

<b>Asset</b>	<b>Years</b>	<b>Method</b>
Buildings	20 to 100 years	Straight Line
Furniture and Equipment	4 to 20 years	Straight Line
Plant and Equipment	5 to 20 years	Straight Line
Sealed Roads		
formation	not depreciated	
pavement	80 years	Straight Line
seal		
bituminous seals	34 years	Straight Line
asphalt surfaces	43 years	Straight Line
Gravel Roads		
formation	not depreciated	
pavement	80 years	Straight Line
Formed roads		
formation	not depreciated	
pavement	80 years	Straight Line
Footpaths - slab	50 to 60 years	Straight Line
Kerbs	100 years	Straight Line
Parks & Gardens	50 to 75 years	Straight Line
Water Supply Piping and Draing Systems	75 to 130 years	Straight Line
Bridges	90 to 110 years	Straight Line

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated

(i) *Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)*

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months

**Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an

**(o) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected

**(p) Nature or Type Classifications**

**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges,

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management)

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation,

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses,

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**(r) Program Classifications (Function/Activity)**

Shire of Nannup operations as disclosed in these financial statements encompass the following service orientated activities/programs.

**GOVERNANCE****Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

**Activities:**

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and

**GENERAL PURPOSE FUNDING****Objective:**

To collect revenue to allow for the provision of services.

**Activities:**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY****Objective:**

To provide services to help ensure a safer community.

**Activities:**

Supervision of various by-laws, fire prevention, emergency services and animal control.

**HEALTH****Objective:**

To provide an operational framework for good community health.

**Activities:**

Food quality, building sanitation and sewage.

**EDUCATION AND WELFARE****Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

**Activities:**

Operation of pre-school, provision of youth support.

**HOUSING****Objective:**

Help ensure adequate housing.

**Activities:**

Maintenance of staff and rental housing.

**COMMUNITY AMENITIES****Objective:**

To provide services required by the community.

**Activities:**

Rubbish collection services, operation of tip, noise control, administration of the town planning scheme, maintenance of cemetery and maintenance of

**RECREATION AND CULTURE****Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

**Activities:**

Maintenance of halls, recreation centre and various reserves; operation of library.

**TRANSPORT****Objective:**

To provide effective and efficient transport services to the community.

**Activities:**

Construction and maintenance of streets, roads, bridges; cleaning of streets, depot maintenance.

**ECONOMIC SERVICES****Objective:**

To help promote the shire and its economic wellbeing.

**Activities:**

Assistance to tourism, area promotion, building control, noxious weeds, vermin control.

**OTHER PROPERTY AND SERVICES****Objective:**

To accurately allocate plant and labour costs across the various programs of Council.

**Activities:**

Private works operations, plant repairs and operations costs.

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 2: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$30,000 or 10% whichever is the greater.

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

Reporting Program	Var. \$	Timing/ Permanent
<b>Operating Revenues</b>	\$	
<b>4.1.1 PROFIT ON ASSET DISPOSAL</b>		
No Material Variance		
<b>4.1.2 FEES AND CHARGES</b>		
Fees and charges expected income has decreased due to Tip Fee reduction in income.	(39,881)	Permanent
<b>4.1.3 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>		
Mainly attributable to the Lotterwest grant for Bike/Walk Trails and Fire Mitigation activity grant funds.	(322,661)	Permanent
<b>4.1.7 INTEREST EARNINGS</b>		
Interst rate falls have resulted in reduced interest earnings antiicipted offseet by increased late payment of rates	(500)	Permanent
<b>4.1.8 OTHER REVENUE</b>		
No Material Varaince		
	<u><u>-\$363,042</u></u>	
<b>Operating Expense</b>		
<b>4.2.1 EMPLOYEE COSTS</b>		
There has been an increase in employee costs attrubutable to the Refuse site wages forecast for the year.	49,564	Permanent
<b>4.2.2 MATERIAL AND CONTRACTS</b>		
Increased funding received for the Bike/Walk Trails and the Fire Mitigation activity grant funds will result in increased expenditure.	(716,803)	Permanent
<b>4.2.3 UTILITY CHARGES</b>		
Slight savings in utility charges	2,200	Permanent
<b>4.2.4 DEPRECIATION (NON CURRENT ASSETS)</b>		
No Material Variance	0	
<b>4.2.4 INTEREST EXPENSES</b>		
No Material Variance	0	
<b>4.2.5 INSURANCE EXPENSES</b>		
Decrease in insurance costs incurred in the Law and Order program	0	
<b>4.2.6 LOSS ON ASSET DISPOSAL</b>		
This adjustment resulted from the change of sale of construction crew truck from the International to the Volvo. The net book value of the Volvo was higher and so resulted in a \$50,000 greater book loss. It should be noted that this is a non-cash adjustment as the proceeds from sale of assets remains the same. The net non-cash write back was also effected by the decrease in the profit on sale of land (see 4.1.1).		
<b>4.2.7 OTHER EXPENDITURE</b>		
Refer to 4.2.1. Recruitment costs such as advertising have resulted in a permanent variation.		
	<u><u>-\$665,039.00</u></u>	
<b>Other Items</b>		
Reserve Transfer In - Strategic Reserve to fund Flora and fauna Study	30,000.00	Permanent
	<u><u>\$30,000.00</u></u>	

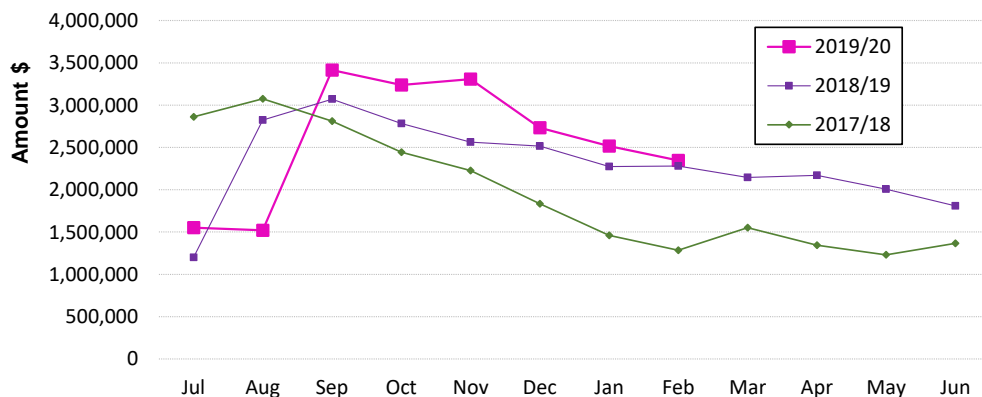
**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2019	28 Feb 2019	29 Feb 2020
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,399,928	2,274,272	2,043,316
<i>Cash Restricted:</i>				
Bonds, deposits and collections		49,797		49,299
Conditions over Grants	11	169,393	0	20,393
Cash Restricted Reserve Accounts	4	2,622,747	2,017,638	2,623,344
Receivables - Rates & Rubbish		174,092	505,662	511,698
Receivables - Other	6	573,603	30,966	115,766
Interest / ATO Receivable/ Trust	6	34,765	411,548	20,806
Inventories		146,023	6,240	146,023
		5,170,347	5,246,326	5,530,645
<b>Less: Current Liabilities</b>				
Payables		(113,667)	(19,401)	(21,901)
Bonds deposits and collections		(49,797)	(19,324)	(49,299)
Provisions		(389,941)	(309,953)	(330,656)
		(553,405)	(348,678)	(401,857)
<b>Less:</b>				
Cash Reserves	7	(2,622,747)	(2,017,638)	(2,623,344)
Cash Conditions over Grants		(169,393)		(20,393)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		(45,205)	(76,926)	(31,988)
Rates Received in Advance		(14,124)		(14,124)
Loans receivable - Clubs/Institutions		(49,797)	(17,429)	(50,286)
Local Government House Trust brought into account		(17,517)		(17,517)
		(2,935,034)	(2,128,243)	(2,773,903)
<b>Adjustments:</b>				
Prior year adjustment- grant carry over				
Long Service Leave provision not expected to be cleared at end		182,932	117,836	
		182,932	117,836	0
		1,864,842	2,887,241	2,354,886

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	187,755			187,755	CBA	Tiered	At Call
Reserve Bank Account		73,344		73,344	CBA	Tiered	At Call
Trust Bank Account			25,034		CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
<b>(b) Term Deposits</b>							
Municipal	504,611			504,611	WPC	2.20%	11-Dec-19
Municipal - At call	1,400,000			1,400,000	CBA	0.90%	At Call
Reserves		2,550,000		2,550,000	WPC	2.22%	11-Jun-20
<b>Total</b>	<b>2,092,615</b>	<b>2,623,344</b>	<b>25,034</b>	<b>4,715,959</b>			

**Comments/Notes - Investments**

SHIRE OF NANNUP  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 29 February 2020

**Note 5: Budget Amendments**

**Amendments to original budget since budget adoption. Surplus/(Deficit)**

*Please be aware that Budget Review occurs between February and March, therefore Budget review items are yet to be produced in this set of statements.*

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Opening Surplus(Deficit)				1,248
	Surplus Brought Forward amendment						1,248
	Expenditure and Income Net from original Budget						1,248
	<b>Operating Permanent Changes</b>						
	<b>Governance</b>						
	<b>General Purpose Funding</b>						
	<b>Law &amp; Order</b>						
	<b>Education &amp; Welfare</b>						
	<b>Housing</b>						
	<b>Community Amenities</b>						
	<b>Recreation and Culture</b>						
	<b>Transport</b>						
	<b>Economic Development</b>						
	<b>Other Property &amp; Services</b>						
	<b>Capital Expenditure</b>						
				0	0	0	1,248

Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

Comments/Notes - Budget Amendments

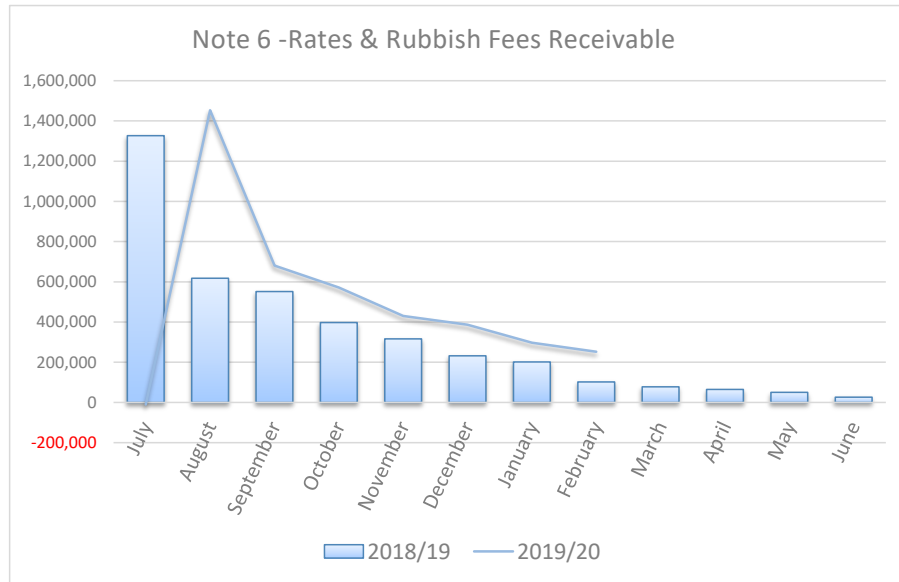


**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

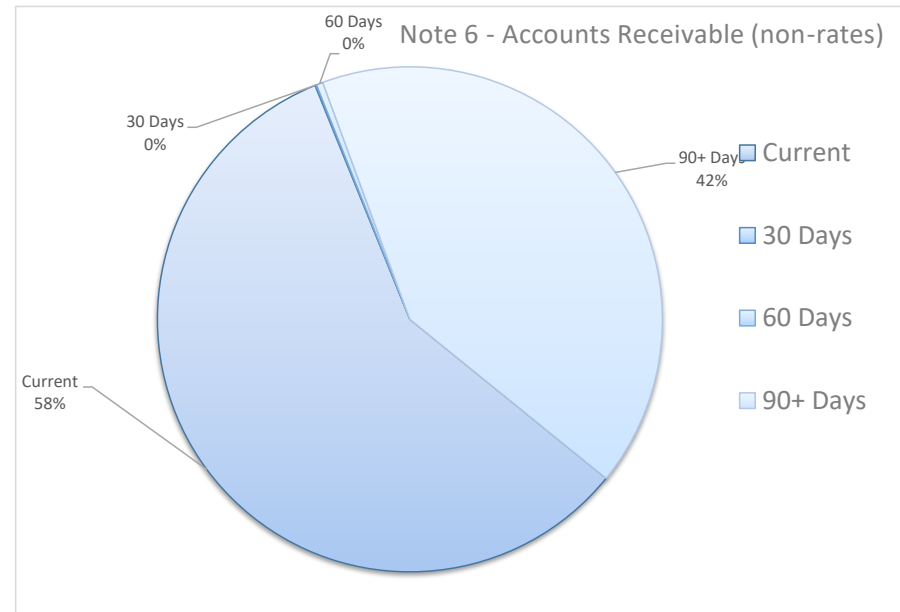
**Note 6: Receivables**

Receivables - Rates Receivable <i>Rates Only</i>	29 Feb 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	111,472	94,693
Levied this year	1,774,186	1,704,777
<u>Less</u> Collections to date	(1,461,488)	(1,687,997)
Equals Current Outstanding	<b>424,170</b>	<b>111,472</b>
<b>Net Rates Collectable</b>	<b>424,170</b>	<b>111,472</b>
% Collected	82.38%	93.81%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	39,499	69	287	28,205	68,059
<b>Balance per Trial Balance</b>					
Sundry Debtors					68,059
Receivables - Other					68,513
<b>Total Receivables General Outstanding</b>					<b>136,572</b>
				Error Check	0.00



Comments/Notes - Receivables Rates

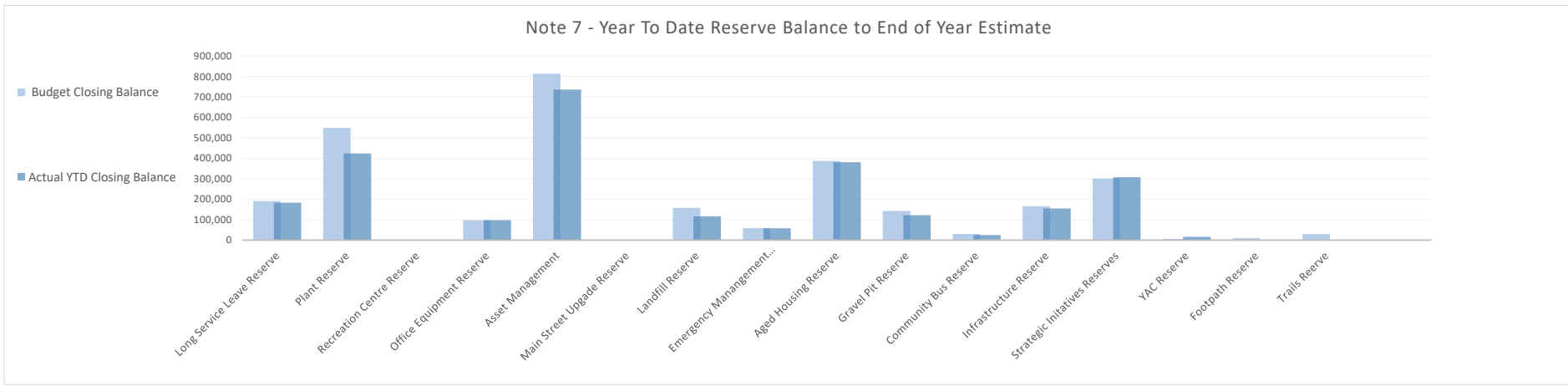
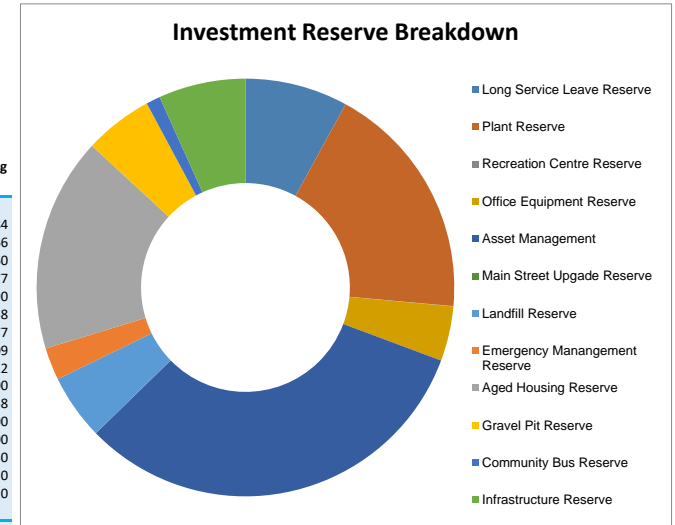


Comments/Notes - Receivables General

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 7: Cash Backed Reserve**

Name	Opening Balance 1/7/2019	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Long Service Leave Reserve	\$ 182,930	\$ 3,000	\$ 54	\$ 15,000	\$ 0	\$ (10,000)	\$ 0	\$ 190,930	\$ 182,984
Plant Reserve	424,340	7,000	126	140,000	0	(22,000)	0	549,340	424,466
Recreation Centre Reserve	560	0	0	0	0	0	0	560	560
Office Equipment Reserve	97,549	1,000	29	30,000	0	(31,000)	0	97,549	97,577
Asset Management	735,772	12,000	218	90,000	0	(24,000)	0	813,772	735,990
Main Street Upgrade Reserve	58	0	0	0	0	0	0	58	58
Landfill Reserve	116,343	1,500	35	40,000	0	0	0	157,843	116,377
Emergency Management Reserve	57,792	1,000	17	0	0	0	0	58,792	57,809
Aged Housing Reserve	381,099	6,500	113	0	0	0	0	387,599	381,212
Gravel Pit Reserve	122,000	1,000	0	20,000	0	0	0	143,000	122,000
Community Bus Reserve	25,051	1,000	7	5,000	0	0	0	31,051	25,058
Infrastructure Reserve	155,000	1,000	0	10,000	0	0	0	166,000	155,000
Strategic Initiatives Reserves	308,000	0	0	0	0	(7,000)	0	301,000	308,000
YAC Reserve	16,250	0	0	0	0	(10,000)	0	6,250	16,250
Footpath Reserve	0	0	0	10,000	0	0	0	10,000	0
Trails Reserve	0	0	0	30,000	0	0	0	30,000	0
	<b>2,622,744</b>	<b>35,000</b>	<b>600</b>	<b>390,000</b>	<b>0</b>	<b>(104,000)</b>	<b>0</b>	<b>2,943,744</b>	<b>2,623,344</b>



**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 8: Disposal of Assets**

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and Equipment</b>								0
P181	Toyota Camry				0				
P312	Scania 14t Tipper				0				
P653	John Deere Mower				0				
P181	Toyota Camry NP000	27,214	19,091		(8,123)				
F88	Konica Minolta C55E Photocopier	1,824	0		(1,824)				
		<b>29,038</b>	<b>19,091</b>	<b>0</b>	<b>(9,947)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual			Total Revenue	Amended Budget			
				Rate Revenue	Interim Rates	Back Rates		Rate Revenue	Interim Rate	Back Rate	Total Revenue
<b>RATE TYPE</b>	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	8.8980	383	6,561,664	583,857	4,320	0	588,177	0			0
UV	0.4638	208	118,073,000	547,623	0	0	547,623	0			0
UV Pastoral				0	0	0	0		0	0	0
<b>Sub-Totals</b>		<b>591</b>	<b>124,634,664</b>	<b>1,131,479</b>	<b>4,320</b>	<b>0</b>	<b>1,135,799</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV	1,013.00	353	2,535,608	357,589	0	0	357,589	0	0	0	0
UV	1,133.00	206	26,003,497	233,398	0	0	233,398	0	0	0	0
<b>Sub-Totals</b>		<b>559</b>	<b>28,539,105</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>1,150</b>	<b>153,173,769</b>	<b>1,722,466</b>	<b>4,320</b>	<b>0</b>	<b>1,726,786</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Concession							0				0
<b>Amount from General Rates</b>							<b>1,726,786</b>				<b>0</b>
Ex-Gratia Rates							48,949				0
Specified Area Rates							0				0
<b>Totals</b>							<b>1,775,736</b>				<b>0</b>

**Comments - Rating Information**

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars	01 Jul 2019	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$
<b>Governance</b>								
Loan 37 NCRC	33,132		12,213	18,505	20,918	14,627	1,267	1,570 *
Loan 39A NMC		262,300	20,260	31,291	242,041	231,009	7,154	9,187
	33,132	262,300	32,473	49,796	262,959	245,636	8,420	10,757

All debenture repayments were financed by general purpose revenue.

Self supporting loan income Loan 37	12,213
Self supporting loan income Loan 39A	22,838
Total SSL principal receipts	35,052

(b) New Debentures

\* Per SSL 2019\_20

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 29 February 2020

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening	Budget		YTD	Annual	Post	Expected	YTD Actual		Unspent
			Balance	Operating	Capital	Budget	Budget	Variations		Revenue	(Expended)	Grant
			(a)	(b)		(a)+(b)	(d)	(e)	(d)+(e)	(c)	(a)+(b)+(c)	
				\$	\$	\$				\$	\$	\$
<b>General Purpose Funding</b>												
Grants Commission - General Equalisation	WALGGC	operating	(427,099)	(425,411)	0	(852,510)	(425,411)		(425,411)	(300,657)	300,657	0
Grants Commission - Roads	WALGGC	operating	(268,121)	(242,276)	0	(510,397)	(242,276)		(242,276)	(167,390)	167,390	0
<b>Law, Order and Public Safety</b>												
FESA LEVY DFES	Dept. of Fire & Emergency Serv.	Operating - Tied	0	(120,000)	0	(120,000)	(120,000)		(120,000)	(91,627)	91,627	0
Bushfire Management Plan	Dept. of Fire & Emergency Serv.	Operating - Tied	(19,140)	0	0	(19,140)	0		0	(110,750)	110,750	(19,140)
Bushfire Mitigation Works 2018/19	Dept. of Fire & Emergency Serv.	Operating - Tied	(9,141)	(35,262)	0	(44,403)	(35,262)		(35,262)	0	0	(9,141)
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Operating - Tied	7,888	0	0	7,888	0		0	(4,570)	4,570	7,888
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(81,746)	0	(81,746)	(81,746)		(81,746)	(64,857)	64,857	0
<b>Education and Welfare</b>												
Grants - Community Bus	Contributions	Operating	0	(2,000)	0	(2,000)	(2,000)		(2,000)	0	0	0
Local Drug Action Group	Local Drug Action Group	Operating	0	0	0	0	0		0	(1,874)	1,874	0
Family Fun Day	Dept. Regional Development	Operating	0	0	0	0	0		0	11,100	(11,100)	0
Community Development Grants	Dept. Regional Development	Non-operating	0	0	0	0	0		0	0	0	0
Community Development Grants (inc Trails)	Lotterywest	Operating - Tied	(149,000)	(34,500)	0	(183,500)	(34,500)		(34,500)	0	0	0
Seniors	Department of Communities	Operating - Tied								(4,000)	4,000	
<b>Economic Services</b>												
Economic Development	Contributions	Operating	0	0	0	0	0		0	(5,500)	5,500	0
<b>Recreation and Culture</b>												
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(133,000)	(133,000)	(133,000)		(133,000)	0	0	0
Grants - Libraries	Good Things Foundation	Operating	0	0	0	0	0		0	(1,500)	1,500	0
<b>Transport</b>												
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(306,800)	(306,800)	(306,800)		(306,800)	(111,222)	111,222	0
MRD Grants - Capital Projects	Regional Road Group	Non-operating	0	0	(116,754)	(116,754)	(116,754)		(116,754)	(116,754)	116,754	0
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	(210,000)	(210,000)	(210,000)		(210,000)	(84,000)	84,000	0
			<b>(864,613)</b>	<b>(941,195)</b>	<b>(766,554)</b>	<b>(2,572,362)</b>	<b>(1,707,749)</b>	<b>0</b>	<b>(1,707,749)</b>	<b>(1,053,601)</b>	<b>1,053,601</b>	<b>(20,393)</b>
<b>SUMMARY</b>												
Operating	Operating Grants, Subsidies and Contributions		(695,220)	(751,433)	0	(1,446,653)	(751,433)	0	(751,433)	(530,678)	530,678	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(169,393)	(189,762)	0	(359,155)	(189,762)	0	(189,762)	(210,947)	210,947	(20,393)
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	(766,554)	(766,554)	(766,554)	0	(766,554)	(311,976)	311,976	0
<b>TOTALS</b>			<b>(864,613)</b>	<b>(941,195)</b>	<b>(766,554)</b>	<b>(2,572,362)</b>	<b>(1,707,749)</b>	<b>0</b>	<b>(1,707,749)</b>	<b>(1,053,601)</b>	<b>1,053,601</b>	<b>(20,393)</b>

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 12: Trust Fund**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

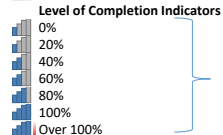
Description	Opening Balance 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 29 Feb 2020
	\$	\$	\$	\$
BCITF Levy	160	(1,809)	809	1,160
BRB Levy	761	(4,394)	3,499	1,656
Bonds	22,018	(800)	600	22,218
Nomination Deposit	0	(400)	400	0
Donation Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
Trust accrued Expenses	75	0	75	0
	<b>23,014</b>	<b>(7,403)</b>	<b>5,383</b>	<b>25,034.16</b>

25,034

SHIRE OF NANNUP  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 29 February 2020

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
<b>Buildings</b>								
<b>Housing</b>								
	Danjanerup Cottages	1614	7,800	0	7,800	0	0	7,800
	<b>Housing Total</b>		<b>7,800</b>	<b>0</b>	<b>7,800</b>	<b>0</b>	<b>0</b>	<b>7,800</b>
<b>Law, Order And Public Safety</b>								
	Buildings	0754	0	0	0	142,730	0	0
	SES Capital Upgrade	0954	31,715	0	31,715			
	<b>Law, Order And Public Safety Total</b>		<b>31,715</b>	<b>0</b>	<b>31,715</b>	<b>142,730</b>	<b>0</b>	<b>0</b>
	<b>Buildings Total</b>		<b>39,515</b>	<b>0</b>	<b>39,515</b>	<b>142,730</b>	<b>0</b>	<b>7,800</b>
<b>Furniture &amp; Office Equip.</b>								
<b>Governance</b>								
	Shire Offices	0584	9,275	0	9,275	38,000	0	9,275
	<b>Governance Total</b>		<b>9,275</b>	<b>0</b>	<b>9,275</b>	<b>38,000</b>	<b>0</b>	<b>9,275</b>
	<b>Furniture &amp; Office Equip. Total</b>		<b>9,275</b>	<b>0</b>	<b>9,275</b>	<b>38,000</b>	<b>0</b>	<b>9,275</b>
<b>Plant, Equip. &amp; Vehicles</b>								
<b>Governance</b>								
	Vehicle purchases - Office Staff	0544	38,925	0	38,925	40,000	40,000	(1,075)
	<b>Governance Total</b>		<b>38,925</b>	<b>0</b>	<b>38,925</b>	<b>40,000</b>	<b>40,000</b>	<b>(1,075)</b>
<b>Transport</b>								
	Purchase Of Plant	3564	60,925	0	60,925	386,000	386,000	(325,075)
	<b>Transport Total</b>		<b>60,925</b>	<b>0</b>	<b>60,925</b>	<b>386,000</b>	<b>386,000</b>	<b>(325,075)</b>
	<b>Plant, Equip. &amp; Vehicles Total</b>		<b>99,850</b>	<b>0</b>	<b>99,850</b>	<b>426,000</b>	<b>426,000</b>	<b>(326,150)</b>
<b>Roads (Non Town)</b>								
<b>Transport</b>								
	Local Road Construction	3170	510,980	0	510,980	622,232	622,232	(111,252)
	Mrd Special Bridgeworks	3180	0	0	0	70,000	70,000	(70,000)
	Footpath Program	3210	3,932	0	3,932	29,139	29,139	(25,208)
	<b>Transport Total</b>		<b>514,912</b>	<b>0</b>	<b>514,912</b>	<b>721,371</b>	<b>721,371</b>	<b>(206,459)</b>
	<b>Roads (Non Town) Total</b>		<b>514,912</b>	<b>0</b>	<b>514,912</b>	<b>721,371</b>	<b>721,371</b>	<b>(206,459)</b>
	<b>Capital Expenditure Total</b>		<b>663,551</b>	<b>0</b>	<b>663,551</b>	<b>1,328,101</b>	<b>1,147,371</b>	<b>(515,535)</b>



Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.

29/02/2020



## Attachment 12.9.1

SHIRE OF NANNUP				
ACCOUNTS FOR PAYMENT				
January 2020				
Shire of Nannup Municipal Payments				
Chq/EFT	Date	Name	Description	Amount
EFT12252	16/01/2020	AUSTRALIA POST	STATIONERY	\$ 298.09
EFT12253	16/01/2020	B & B STREET SWEEPING PTY LTD	STREET SWEEPING	\$ 1,501.50
EFT12254	16/01/2020	LGIS RISK MANAGEMENT	REGIONAL RISK CO-ORDINATOR PROGRAM 2019/20	\$ 2,863.30
EFT12255	16/01/2020	SOUTHERN LOCK & SECURITY	ALARM MONITORING FEE	\$ 140.43
EFT12256	16/01/2020	ARBOR GUY	TREE PRUNING	\$ 12,364.00
EFT12257	16/01/2020	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 1,308.45
EFT12258	16/01/2020	SOUTH WEST ISUZU	SCANIA	\$ 178.00
EFT12259	16/01/2020	COVS PARTS PTY LTD	CONSUMABLES	\$ 437.18
EFT12260	16/01/2020	PAUL FLUX	REFUND OF DOG REGISTRATION	\$ 20.00
EFT12261	16/01/2020	GEOGRAPHE COMMUNITY LANDCARE NURSERY	PLANTS FOR GARDEN WORKSHOP SWDC - FUNDED	\$ 1,000.00
EFT12262	16/01/2020	CITY & REGIONAL FUELS	DIESEL	\$ 9,968.07
EFT12263	16/01/2020	SCOPE BUSINESS IMAGING	PHOTOCOPYING SERVICE	\$ 950.21
EFT12264	16/01/2020	NANNUP DELI	REFRESHMENTS	\$ 51.00
EFT12265	16/01/2020	OFFICEWORKS	STATIONERY	\$ 220.19
EFT12266	16/01/2020	AFGRI	PARTS FOR GRADER	\$ 1,865.88
EFT12267	16/01/2020	COMMON GROUND TRAILS	CYCLE MASTER PLAN PROGRESS CLAIM - FUNDED	\$ 20,020.00
EFT12268	16/01/2020	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 200.93
EFT12269	16/01/2020	FAIRTEL PTY LTD	INTERNET CHARGES - SES BUILDING	\$ 183.00
EFT12270	16/01/2020	CHILLSAVER AUSTRALIA	MAINTENANCE - DOOR	\$ 275.00
EFT12271	16/01/2020	ALLIANCE HOUSING WA	BRICK WORK AT DANJANGERUP COTTAGES	\$ 8,580.00
EFT12272	16/01/2020	MARKETRADE	SCOTT RIVER ECONOMIC STRATEGY - FUNDED	\$ 18,348.00
EFT12273	16/01/2020	BELL FIRE EQUIPMENT	COUPLINGS	\$ 660.00
EFT12274	16/01/2020	DO YOUR BLOCK CONTRACTING	ROAD MAINTENANCE	\$ 440.00
EFT12275	16/01/2020	HOLBERRY HOUSE	REIMBURSEMENT	\$ 102.56
EFT12276	16/01/2020	TOLL TRANSPORT PTY LTD	FREIGHT	\$ 73.43
EFT12277	16/01/2020	NANNUP HARDWARE & AGENCIES	SAFETY BOOTS AND CLOTHING	\$ 1,102.80
EFT12278	16/01/2020	NANNUP NEWSAGENCY	POSTAGE	\$ 632.56
EFT12279	16/01/2020	NANNUP COMMUNITY RESOURCE CENTRE	LDAG ADVERT	\$ 338.00
EFT12280	16/01/2020	PRESTIGE PRODUCTS	CONSUMABLES	\$ 578.49
EFT12281	16/01/2020	FULTON HOGAN INDUSTRIES PTY LTD	TRAFFIC CONTROL	\$ 990.00
EFT12282	16/01/2020	SUGAR MOUNTAIN ELECTRICAL SERVICES	BUILDING MAINTENANCE	\$ 514.53
EFT12283	16/01/2020	SOUTHWEST TYRE SERVICE	REPAIRS	\$ 135.00
EFT12284	16/01/2020	ST. JOHN AMBULANCE - NANNUP	MEMBERSHIP	\$ 186.00
EFT12285	16/01/2020	TRACIE BISHOP	REIMBURSEMENT	\$ 633.17
EFT12286	16/01/2020	IT VISION	ALTUS SUPPORT	\$ 27.50
EFT12289	23/01/2020	SOUTH WEST ISUZU	REPAIRS	\$ 2,175.51
EFT12290	23/01/2020	JOAN SMITH	SCHOOL HOLIDAY ACTIVITY - FUNDED	\$ 80.00
EFT12291	23/01/2020	COVS PARTS PTY LTD	SUNDRY MAINTENANCE	\$ 26.23
EFT12292	23/01/2020	PICKLE & O	REFRESHMENTS - FOLY FIRE	\$ 1,234.50
EFT12293	23/01/2020	JANET GRAY	YOUTH PROGRAM - MOSIAC PROJECT	\$ 426.00
EFT12294	23/01/2020	ROB BOOTSMA	CATERING FOR TRAINING	\$ 40.20
EFT12295	23/01/2020	CITY & REGIONAL FUELS	DIESEL	\$ 2,872.70
EFT12296	23/01/2020	ERIN CARTER	FAMILY FUN DAY - FUNDED	\$ 200.00
EFT12297	23/01/2020	DATA DOCUMENTS	AUSTRALIA DAY CERTIFICATED	\$ 429.00
EFT12298	23/01/2020	CHUBB FIRE & SECURITY	FIRE SERVICING	\$ 843.90
EFT12299	23/01/2020	CHRISTINE EDWARDS	YOUTH PROGRAM - BUS DRIVER - FUNDED	\$ 210.00
EFT12300	23/01/2020	BUNNINGS- BUSSELTON	VBFB DARRADUP - FUNDED	\$ 1,745.14
EFT12301	23/01/2020	HOLBERRY HOUSE	DFES ACCOMMODATION - FUNDED	\$ 280.00
EFT12302	23/01/2020	JASON SIGNMAKERS	SIGNAGE	\$ 578.16
EFT12303	23/01/2020	NANNUP HARDWARE & AGENCIES	CONSUMABLES	\$ 19.95
EFT12304	23/01/2020	PRESTIGE PRODUCTS	CONSUMABLES	\$ 355.85
EFT12305	23/01/2020	THE PAPER COMPANY OF AUSTRALIA PTY LTD	STATIONERY	\$ 123.75
EFT12306	23/01/2020	SOUTHWEST TYRE SERVICE	REPAIRS	\$ 3,912.00
EFT12307	23/01/2020	SUNNY SIGN COMPANY PTY LTD	EMU WARNING SIGNES	\$ 693.00
			<b>Total EFT payments - February 2020</b>	<b>\$ 103,433.16</b>
20435	16/01/2020	CITY OF BUSSELTON	COUNCILLOR TRAINING	\$ 1,341.00
20436	16/01/2020	AUSTRALIAN COMMUNICATION AND MEDIA	FIRE TOWER CARLOTTA - FUNDED	\$ 113.00
20437	16/01/2020	SHIRE OF NANNUP	CASH FLOAT - FAMILY FUN DAY	\$ 300.00
20438	16/01/2020	TELSTRA	DARRADUP VBFB ACCOUNT TO 10 DECEMBER 2019	\$ 30.21
20442	23/01/2020	NANNUP SKIP BINS	THOMAS PARK	\$ 380.00
20443	23/01/2020	TELSTRA	TELEPHONE SERVICES	\$ 1,292.85
			<b>Total Cheque payments - January 2020</b>	<b>\$ 3,457.06</b>
DD10655.1	01/01/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 2,593.71
DD10655.2	01/01/2020	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 327.02

DD10655.3	01/01/2020	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 264.22
DD10655.4	01/01/2020	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 580.59
DD10655.5	01/01/2020	JOLLEY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 44.18
DD10655.6	01/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 418.08
DD10656.1	01/01/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 5,192.85
DD10656.2	01/01/2020	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 344.52
DD10656.3	01/01/2020	ASGARD INFINITY EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 413.48
DD10662.1	15/01/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,017.91
DD10662.2	15/01/2020	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 327.02
DD10662.3	15/01/2020	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 176.68
DD10662.4	15/01/2020	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 271.86
DD10662.5	15/01/2020	ASGARD INFINITY EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 413.48
DD10662.6	15/01/2020	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 581.81
DD10662.7	15/01/2020	JOLLEY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 55.58
DD10662.8	15/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 418.08
DD10670.1	29/01/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,006.90
DD10670.2	29/01/2020	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 637.24
DD10670.3	29/01/2020	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 327.02
DD10670.4	29/01/2020	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 176.68
DD10670.5	29/01/2020	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 245.66
DD10670.6	29/01/2020	ASGARD INFINITY EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 413.48
DD10670.7	29/01/2020	JOLLEY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 61.75
DD10670.8	29/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 418.08
DD10670.9	29/01/2020	LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 99.18
DD10674.1	31/01/2020	WESTNET	INTERNET USAGE	\$ 39.95
DD10674.2	31/01/2020	TELSTRA	TELEPHONE USAGE	\$ 1,458.68
DD10674.3	31/01/2020	BOC LIMITED	MONTHLY GAS USAGE	\$ 72.91
DD10674.4	31/01/2020	BP AUSTRALIA	DIESEL	\$ 98.88
DD10674.5	31/01/2020	CALTEX AUSTRALIA	FUEL	\$ 703.42
DD10674.6	31/01/2020	MAIA FINANCIAL PTY LTD	FURNITURE AND EQUIPMENT	\$ 2,298.60
DD10674.7	31/01/2020	GO GO MEDIA * DIRECT DEBIT*	MONTHLY ON HOLD CHARGE	\$ 75.90
DD10674.8	30/01/2020	CLEANAWAY	DOMESTIC AND RECYCLE BINS	\$ 7,963.68
DD10674.9	30/01/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 37 AND 39 - FUNDED	\$ 54,820.79
DD10677.1	31/01/2020	CALL ASSOCIATES PTY LTD - INSIGHT & CONNECT	MONTHLY CALL ASSOCIATES	\$ 208.78
DD10679.1	31/01/2020	WESTNET	MONTHLY INTERNET CHARGE	\$ 29.95
DD10674.10	31/01/2020	AUSSIE BROADBAND - DIRECT DEBIT	MONTHLY BROADBAND FEES	\$ 99.00
DD10674.12	31/01/2020	SGFLEET	MONTHLY FLEET FEES	\$ 1,939.28
DD10674.13	31/01/2020	SYNERGY	STREET LIGHT CHARGE - FUNDED	\$ 3,380.32
			<b>Total Direct Debit payments - January 2020</b>	\$ 104,017.20
<b>Shire of Nannup Trust Fund</b>				
EFT12287	16/01/2020	CHERYLE BROWN	NOMINATION BOND	\$ 80.00
EFT12288	16/01/2020	TONY DEAN	NOMINATION BOND	\$ 80.00
20439	16/01/2020	VINCENT CORLETT	NOMINATION BOND	\$ 80.00
20440	16/01/2020	PATRICIA FRASER	NOMINATION BOND	\$ 80.00
20441	16/01/2020	KIMBERLEY HEITMAN	NOMINATION BOND	\$ 80.00
EFT12308	23/01/2020	BUILDING COMMISSION	BUILDING COMMISSION LEVY	\$ 383.27
Transfer	31/01/2020	SHIRE OF NANNUP	ADMIN FEES	\$ 30.00
			<b>Total Trust payments - January 2020</b>	<b>813.27</b>
<b>TOTAL PAYMENTS JANUARY 2020</b>				
Municipal Payments				\$ 210,907.42
Trust Payments				813.27
				<u>\$ 211,720.69</u>

SHIRE OF NANNUP			
CREDIT CARD PAYMENTS - JANUARY 2020			
Date	Supplier	Description	Amount
<b>CEO CREDIT CARD</b>			
01/01/2020	PUMA BUSSELTON	NPO FUEL	\$ 102.06
05/01/2020	BOYANUP FUELS	NPO FUEL	\$ 83.14
06/01/2020	BUSSELTON SOUTH WEST	NPO REPAIRS - INSURANCE CLAIM	\$ 702.00
09/01/2020	BM PRICHODKO PTY LTD	PRESIDENT MEETING	\$ 18.00
10/01/2020	STABLES IGA	RECOVERABLE	\$ 30.60
14/01/2020	MELO VELO CAFÉ	PRESIDENT MEETING	\$ 10.20
21/01/2020	MELO VELO CAFÉ	PRESIDENT MEETING	\$ 10.20
26/01/2020	CALTEX FORREST HIGHWAY	NPO FUEL	\$ 87.24
29/01/2020	BUSSELTON SOUTH WEST PINJARRA	NPO FUEL	\$ 702.00
30/01/2020	MELO VELO CAFÉ	PRESIDENT MEETING	\$ 19.80
			<b>\$ 1,765.24</b>

<b>MCS CREDIT CARD</b>			
7/01/2020	MARGARET RIVER SURF SCHOOL	SURF LESSON - YOUTH PROGRAM - FUNDED	463.05
			<b>\$ 463.05</b>

## Attachment 12.10.1

SHIRE OF NANNUP				
ACCOUNTS FOR PAYMENT				
February 2020				
Shire of Nannup Municipal Payments				
Chq/EFT	Date	Name	Description	Amount
EFT12309	06/02/2020	ROBERT LONGMORE	FAMILY FUN DAY EVENTS - FUNDED	\$ 300.00
EFT12310	06/02/2020	BP NANNUP	FUEL - FOLLY FIRE	\$ 445.56
EFT12311	06/02/2020	ARBOR GUY	PRUNING TREES	\$ 15,312.00
EFT12312	06/02/2020	CATHERINE STEVENSON	COUNCILLOR ALLOWANCE	\$ 1,813.50
EFT12313	06/02/2020	DEAN GUJA	EHO EXPENSES	\$ 2,541.00
EFT12314	06/02/2020	BRANDINO PTY LTD	ADVERT - MUSIC FESTIVAL	\$ 495.00
EFT12315	06/02/2020	PICKLE & O	REFRESHMENTS	\$ 312.00
EFT12316	06/02/2020	CITY & REGIONAL FUELS	DIESEL	\$ 8,073.43
EFT12317	06/02/2020	SOS OFFICE EQUIPMENT	PURCHASE OF XEROX MULTI FUNCTIONAL COPIER	\$ 10,202.50
EFT12318	06/02/2020	RICHARD LINDEN	AUSTRALIA DAY CATERING	\$ 75.00
EFT12319	06/02/2020	NANNUP MOUNTAIN BIKE CLUB	BIKE WORKSHOP - FUNDED	\$ 400.00
EFT12320	06/02/2020	XTEND EVENTS	FAMILY FUN DAY EVENTS- FUNDED	\$ 300.00
EFT12321	06/02/2020	CHUBB FIRE & SECURITY	MONTHLY FIRE DETECTION SERVICE	\$ 164.97
EFT12322	06/02/2020	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 87.82
EFT12323	06/02/2020	SOUTH WEST FRIDGE TECH	SERVICE OF AIRCON	\$ 198.00
EFT12324	06/02/2020	FAIRTEL PTY LTD	SES1 BROADBAND NBN MONTHY ACCESS	\$ 198.00
EFT12325	06/02/2020	NANNUP BRIDGE CAFE	FOLLY FIRE MEALS	\$ 940.00
EFT12326	06/02/2020	WESTERN AUSTRALIAN REGIONAL NEWSPAPERS	ADVERTISING	\$ 160.00
EFT12327	06/02/2020	BLACKWOOD CAFE	MEALS FOR FIRE AND EMERGENCY CREW - FUNDED	\$ 1,836.00
EFT12328	06/02/2020	ICON AWARDS AND ENGRAVING SERVICES	MEDALS AUSTRALIA DAY	\$ 54.60
EFT12329	06/02/2020	GK CREATIVE PTY LTD	FAMILY FUN DAY EVENTS - FUNDED	\$ 597.00
EFT12330	06/02/2020	BLACKWOODS BUNBURY	VBFB EXPENSES - FUNDED	\$ 300.56
EFT12331	06/02/2020	HOLBERRY HOUSE	VBFB EXPENSES - FUNDED	\$ 390.00
EFT12332	06/02/2020	TOLL TRANSPORT PTY LTD	FREIGHT	\$ 11.94
EFT12333	06/02/2020	NANNUP NEWSAGENCY	SES CONSUMABLES - FUNDED	\$ 343.03
EFT12334	06/02/2020	NANNUP EZIWAY SELF SERVICE STORE	CONSUMABLES	\$ 527.19
EFT12335	06/02/2020	NANNUP HOTEL	REFRESHMENTS - COUNCIL MEETING	\$ 376.00
EFT12336	06/02/2020	NANNUP COMMUNITY RESOURCE CENTRE	MOBILE PHONE CARD	\$ 89.00
EFT12337	06/02/2020	PRESTIGE PRODUCTS	CONSUMABLES	\$ 112.51
EFT12339	19/02/2020	AUSTRALIA POST	3 POST BOXES	\$ 497.00
EFT12340	19/02/2020	JP REPAIRS	VBFB CARLOTTA - FUNDED	\$ 940.00
EFT12341	19/02/2020	MANJIMUP BOUNCY CASTLES	FAMILY FUN DAY EVENTS - FUNDED	\$ 1,700.00
EFT12342	19/02/2020	P & F MARTIN	VBFB CARLOTTA - FUNDED	\$ 105.60
EFT12343	19/02/2020	NANNUP PHARMACY	SUNSCREEN 50+ 500ML	\$ 70.97
EFT12344	19/02/2020	LORRAINE LEARMOND	REIMBURSEMENT - TRAINING	\$ 763.06
EFT12345	19/02/2020	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES	\$ 3,153.70
EFT12346	19/02/2020	JOHN PATMAN	HONORARIUM PAYMENT	\$ 750.00
EFT12347	19/02/2020	RADROCK ADVENTURES	FAMILY FUN DAY EVENTS - FUNDED	\$ 3,190.00
EFT12348	19/02/2020	SOUTHWEST FOOD BOWL ASSOCIATION INC	FAMILY FUN DAY EVENTS- FUNDED	\$ 1,550.00
EFT12349	19/02/2020	CITY & REGIONAL FUELS	DIESEL	\$ 3,889.51
EFT12350	19/02/2020	SOS OFFICE EQUIPMENT	PHOTOCOPIER MONTHLY FEE	\$ 542.78
EFT12351	19/02/2020	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISING - FAMILY FUN DAY	\$ 500.00
EFT12352	19/02/2020	BROOKS HIRE	ROAD - TIP MAINTENANCE	\$ 6,790.52
EFT12353	19/02/2020	OFFICEWORKS	MINOR OFFICE EQUIPMENT	\$ 692.52
EFT12354	19/02/2020	AMPAC	DEBT RECOVERY SERVICES - RATES	\$ 593.44
EFT12355	19/02/2020	NANNUP MEN'S SHED INC.	AUSTRALIA DAY SET UP	\$ 1,320.00
EFT12356	19/02/2020	ZERO HARM AGRICULTURE	WASTE SITE MAINTENANCE	\$ 12,067.00
EFT12357	19/02/2020	ASHLEY KIDD	HONORARIUM PAYMENT	\$ 750.00
EFT12358	19/02/2020	LEANNE WHITE	FAMILY FUN DAY EVENTS - FUNDED	\$ 300.00
EFT12359	19/02/2020	COMMON GROUND TRAILS	CYCLE MASTER PLAN - FUNDED	\$ 11,000.00
EFT12360	19/02/2020	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 54.74
EFT12361	19/02/2020	REGIONAL DEVELOPMENT AUSTRALIA - SOUTH WEST INC	CONTRIBUTION	\$ 550.00
EFT12362	19/02/2020	SOUTHERN FOREST CONSTRUCTION & HOME IMPROVEMENTS PTY LTD	RECLADDING OF SES BUILDING - FUNDED	\$ 34,886.50
EFT12363	19/02/2020	WOODS COTTAGE NERSERY	FAMILY FUN DAY EVENTS - FUNDED	\$ 500.00
EFT12364	19/02/2020	CHAUN WELCH	REIMBURSEMENT - TRAINING	\$ 376.21
EFT12365	19/02/2020	OFFICE OF THE AUDITOR GENERAL	AUDIT FOR THE YEAR ENDED 30 JUNE 2019	\$ 20,680.00
EFT12366	19/02/2020	ROBIN MELLEMA	HONORARIUM PAYMENT	\$ 1,500.00
EFT12367	19/02/2020	NANNUP HARDWARE & AGENCIES	CONSUMABLES	\$ 556.29
EFT12368	19/02/2020	NANNUP NEWSAGENCY	FLYER DISTRIBUTION	\$ 83.60
EFT12369	19/02/2020	NANNUP COMMUNITY RESOURCE CENTRE	ADVERTISING	\$ 308.00
EFT12370	19/02/2020	PRESTIGE PRODUCTS	CONSUMABLES	\$ 1,163.03
EFT12371	19/02/2020	SHIRE OF MANJIMUP	COMPUTER MAINTENANCE	\$ 600.00
EFT12372	19/02/2020	IT VISION	TRAINING WORKSHOP	\$ 1,705.00
EFT12373	20/02/2020	CHERYLE BROWN	REIMBURSEMENT	\$ 79.95
EFT12374	20/02/2020	NANNUP FISH AND CHIPS	MEALS FOR FIRE AND EMERGENCY FOLLY FIRE	\$ 477.50
EFT12375	20/02/2020	AUSTRALIAN TAXATION OFFICE - BAS	BAS JANUARY 2020	\$ 31,975.00
EFT12376	20/02/2020	NANNUP HARDWARE & AGENCIES	CONSUMABLES	\$ 22.85

EFT12378	28/02/2020	MARKETFORCE PTY LTD	ADVERTISING	\$ 363.00
EFT12379	28/02/2020	SOUTH WEST ISUZU	REPAIRS	\$ 51.48
EFT12380	28/02/2020	DEAN GUJA	EHO WORK EXPENSES	\$ 3,974.00
EFT12381	28/02/2020	FIRE RESCUE SAFETY AUSTRALIA	SES - LIGHTING SYSTEM - FUNDED	\$ 3,385.80
EFT12382	28/02/2020	TONY DEAN	COUNCILLOR ALLOWANCE	\$ 967.40
EFT12383	28/02/2020	CITY & REGIONAL FUELS	DIESEL	\$ 8,513.40
EFT12384	28/02/2020	NANNUP DELI	VBFB REFRESHMENTS FOR FOLLY FIRE	\$ 3,063.38
EFT12385	28/02/2020	AFGRI	REPAIRS	\$ 3,657.94
EFT12386	28/02/2020	DUNSBOROUGH ASPHALT	ROAD MAINTENANCE	\$ 4,240.00
EFT12387	28/02/2020	REDGATE LIME	ROAD MAINTENANCE	\$ 12,300.00
EFT12388	28/02/2020	LEARMOND CARPENTRY	BUILDING MAINTENANCE	\$ 1,865.00
EFT12389	28/02/2020	CHUBB FIRE & SECURITY	MONTHLY FIRE DETECTION SERVICE	\$ 164.97
EFT12390	28/02/2020	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 79.96
EFT12391	28/02/2020	FAIRTEL PTY LTD	SES - LIGHTING SYSTEM - FUNDED	\$ 4,065.00
EFT12392	28/02/2020	NANNUP SIGNS	ROADWISE SIGNAGE - FUNDED	\$ 333.00
EFT12393	28/02/2020	BUBBLE VENTURES PTY LTD	FAMILY FUN DAY EVENTS - FUNDED	\$ 548.35
EFT12394	28/02/2020	CJD EQUIPMENT PTY. LTD.	REPAIRS	\$ 277.61
EFT12395	28/02/2020	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	EMERGENCY SERVICES LEVY	\$ 30,343.80
EFT12396	28/02/2020	THE NANNUP FURNITURE GALLERY	OTHER EXPENDITURE	\$ 225.00
EFT12397	28/02/2020	TOLL TRANSPORT PTY LTD	FREIGHT	\$ 21.95
EFT12398	28/02/2020	K & C HARPER	RECREATION CENTRE AND HALL MAINTENANCE	\$ 1,053.47
EFT12399	28/02/2020	MANJIMUP TOYOTA	HYBRID CRUISER VEHICLE REPLACEMENT	\$ 21,817.40
EFT12400	28/02/2020	NANNUP EZIWAY SELF SERVICE STORE	AUSTRALIA DAY CATERING	\$ 1,993.59
EFT12401	28/02/2020	LIONS CLUB OF NANNUP	DONATION	\$ 100.00
EFT12402	28/02/2020	PRESTIGE PRODUCTS	CONSUMABLES	\$ 18.15
EFT12403	28/02/2020	ROD'S AUTO ELECTRICS	CONSUMABLES	\$ 402.00
EFT12404	28/02/2020	SUGAR MOUNTAIN ELECTRICAL SERVICES	TOWN OVAL MAINTENANCE	\$ 377.63
EFT12405	28/02/2020	SOUTHWEST TYRE SERVICE	TYRES	\$ 5,140.00
			<b>Total EFT payments - February 2020</b>	<b>\$302,684.66</b>
				\$ -
20444	06/02/2020	TELSTRA	DARRADUP VBFB TELEPHONE SERVICE	\$ 61.86
20445	19/02/2020	SHIRE OF NANNUP	PETTY CASH	\$ 90.00
20446	19/02/2020	TELSTRA	NVBFB BRIGADE TELEPHONE SERVICE	\$ 70.00
20447	28/02/2020	NANNUP SKIP BINS	SKIP BIN SERVICE	\$ 190.00
20448	28/02/2020	WATER CORPORATION	DUMP POINT WATER SERVICE	\$ 7,230.09
			<b>Total Cheque payments - February 2020</b>	<b>\$ 7,641.95</b>
DD10680.1	12/02/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,014.06
DD10680.2	12/02/2020	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 327.02
DD10680.3	12/02/2020	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 176.68
DD10680.4	12/02/2020	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 265.31
DD10680.5	12/02/2020	ASGARD INFINITY EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 413.48
DD10680.6	12/02/2020	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 587.90
DD10680.7	12/02/2020	JOLLEY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 61.75
DD10680.8	12/02/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 418.08
DD10689.1	26/02/2020	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,368.04
DD10689.2	26/02/2020	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 327.02
DD10689.3	26/02/2020	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 176.68
DD10689.4	26/02/2020	AMG SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 264.22
DD10689.5	26/02/2020	ASGARD INFINITY EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 413.48
DD10689.6	26/02/2020	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 681.32
DD10689.7	26/02/2020	JOLLEY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 64.84
DD10689.8	26/02/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 418.08
DD10693.1	28/02/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 37 AND 39A	\$ 4,528.59
DD10693.2	28/02/2020	SYNERGY	RAC ELECTRICITY	\$ 8,345.02
DD10693.3	28/02/2020	SGFLEET	MONTHLY FLEET USAGE	\$ 1,604.83
DD10693.4	28/02/2020	BOC LIMITED	MONTHLY GAS USAGE	\$ 77.63
DD10693.6	28/02/2020	TELSTRA	TELEPHONE USAGE	\$ 1,438.13
DD10693.7	28/02/2020	CLEANAWAY	DOMESTIC AND RECYCLE BINS	\$ 8,831.25
DD10693.8	28/02/2020	BP AUSTRALIA	DIESEL	\$ 503.56
DD10693.9	28/02/2020	CALTEX AUSTRALIA	FLEET FUEL	\$ 818.07
DD10693.10	28/02/2020	CALL ASSOCIATES PTY LTD - INSIGHT & CONNECT	MONTHLY CALL ASSOCIATES	\$ 183.76
DD10693.11	28/02/2020	WATER CORPORATION	MONTHLY WATER	\$ 340.13
DD10693.12	28/02/2020	ORIGIN	NANNUP BROOK VBFB-ANNUAL SERVICE	\$ 73.98
DD10693.13	28/02/2020	WESTNET	DARRADUP- MONTHLY INTERNET	\$ 69.90
DD10693.14	28/02/2020	AUSSIE BROADBAND - DIRECT DEBIT	MONTHLY BROADBAND USAGE	\$ 99.00
			<b>Total Direct Debit payments - February 2020</b>	<b>\$ 47,891.81</b>
<b>Shire of Nannup Trust Fund</b>				
EFT12338	06/02/2020	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY	\$ 491.75
EFT12377	20/02/2020	BUILDING COMMISSION	BUILDING COMMISSION LEVY	\$ 820.45
Transfer	22/02/2020	SHIRE OF NANNUP	ADMIN FEES	\$ 33.25
			<b>Total Trust payments - February 2020</b>	<b>\$ 1,345.45</b>


<b>TOTAL PAYMENTS JANUARY 2020</b>	
Municipal Payments	\$ 358,218.42
Trust Payments	\$ 1,345.45
	\$ 359,563.87

SHIRE OF NANNUP			
CREDIT CARD PAYMENTS - FEBRUARY 2020			
Date	Supplier	Description	Amount
<b>CEO CREDIT CARD</b>			
01/02/2020	VIBE DONNYBROOK	HIRE CARE FUEL	\$ 66.18
01/02/2020	PUMA MYALLUP	HIRE CARE FUEL	\$ 57.63
25/02/2020	GEMINI WOLLONGONG	NPO REPAIRS AND EXCESS	\$ 830.00
25/02/2020	PUMA BUSSELTON	HIRE CARE FUEL	\$ 62.36
25/02/2020	PUBA BUSSELTON	HIRE CARE FUEL	\$ 99.15
28/02/2020	BUSSELTON & SOUTH WEST	NPO REPAIRS - INSURANCE CLAIM	\$ 52.00
			<b>\$1,167.32</b>

<b>MCS CREDIT CARD</b>			
1/02/2020	VERTEX42	GANT CHART TEMPLATE	\$ 63.51
3/02/2020	CPA AUSTRALIA	TRAINING WEBINARS	\$ 494.89
7/02/2020	AUSBIOTECH LTD	HEMP CONFERENCE	\$ 609.00
25/02/2020	MELO VELO CAFÉ	MEETING	\$ 14.80
26/02/2020	SHIRE OF NANNUP	NP000 - PLATE CHANGE	\$ 27.70
27/02/2020	SHIRE OF NANNUP	NP000 - REGISTRATION	\$ 145.75
			<b>\$ 1,355.65</b>

**Attachment 12.11.1**

**DEED OF VARIATION**

**LOCAL GOVERNMENT HOUSE TRUST**



LAW

PERTH

11 Mounts Bay Road, Perth WA 6000

Telephone (08) 9429 2222 Facsimile: (08) 9429 2434

[eylawperth@au.ey.com](mailto:eylawperth@au.ey.com) [www.ey.com](http://www.ey.com)

Our Ref: 4WAL / 2004 7043



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**THIS DEED** dated the \_\_\_\_\_ day of \_\_\_\_\_ 2019

**BY**

**WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION** of Level 1, 170 Railway Parade, West Leederville in the State of Western Australia (the 'Trustee')

**RECITALS**

- A. By Deed of Trust undated but stamped 12 February 1980 ('Original Trust Deed') made between CHARLES WILSON TUCKEY, LYAL GORDON RICHARDSON, GORDON LAWRENCE KILPATRICK, HARRY STICKLAND and MAXWELL RAY FINLAYSON (the 'Original Trustees') and THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA and the COUNTRY SHIRE COUNCILS ASSOCIATION (the 'Retired Trustees') the Original Trustees declared that they would hold the property therein referred to as the Headquarters and the monies therein referred to as the Trust Fund upon trust for the beneficiaries specified in the second schedule to the Original Deed upon the terms and conditions therein contained (the 'Original Trust').
- B. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
- C. By Deed dated 4 May 1994 (the 'New Deed') the Retired Trustees (in the New Deed referred to as THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA (INC) and THE COUNTRY SHIRE COUNCILS' ASSOCIATION OF WESTERN AUSTRALIA (INC)) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income thereof should be from 17 February 1993 held upon the terms and conditions set out in the New Deed (the 'Trust').
- D. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
- E. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.
- F. Clause 21.1 of the Trust Deed provides that the Trustees may at any time and from time to time (with the consent of not less than 75% of the Beneficiaries) by deed revoke add to or vary the trusts of the Trust Deed or declare (inter alia) any new or other powers, authorities or discretions concerning the management, control or investment of the Trust Fund upon the terms contained therein.
- G. The Trustee wishes to add to and vary the Trust Deed and declare (inter alia) new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund in accordance with the terms of this Deed.
- H. More than 75% of the Beneficiaries have consented in writing to the variations to the New Deed and the records relating to this consent will be placed with the original of this Deed.

---

**NOW THIS DEED WITNESSES****1. DEFINITIONS AND INTERPRETATION**

In this Deed, unless the context otherwise requires:

- 1.1 a word importing the singular includes the plural and vice versa, and a word of any gender includes other genders;
- 1.2 another grammatical form of a defined word or expression has a corresponding meaning;
- 1.3 a reference to a clause, paragraph, recital, schedule or annexure is to a clause, paragraph or recital of, or schedule or annexure to, this Deed, and a reference to this Deed includes any schedule or annexure;
- 1.4 a reference to a document or instrument includes the document or instrument as varied, novated, altered, supplemented or replaced from time to time;
- 1.5 a reference to a person includes a natural person, the estate of an individual, a partnership, body corporate, the trustee of a trust (in the trustee's capacity as trustee of the trust), association, governmental or local authority or agency or other entity;
- 1.6 a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- 1.7 the meaning of general words is not limited by specific examples introduced by 'including, for example' or similar expressions;
- 1.8 Recitals A to H inclusive form part of and are included in this Deed;
- 1.9 headings are for ease of reference and do not affect interpretation;
- 1.10 'Deed' means this deed;
- 1.11 unless specified otherwise, terms which are defined in the Trust Deed and used in this Deed bear the same meanings in this Deed which are ascribed to them in the Trust Deed; and
- 1.12 in the event of any inconsistency between the provisions of the Trust Deed and the provisions of this Deed, the provisions of this Deed will prevail.

**2. OPERATIVE PART**

The Trustee in exercise of the power given to the Trustee by clause 21.1 of the Trust Deed and with the consent of more than 75% of the Beneficiaries hereby adds to and varies the Trust Deed and declares (inter alia) the following new or other powers authorities and discretions concerning the management, control or investment of the Trust Fund as follows:

- 2.1 delete the word "The" appearing after the words "Any trustee of the Trust may retire as trustee of the Trust." in the existing clause 22.1 and replace it with the words "Subject to clause 22.3, the";

2.2 insert after clause 22.2 the following:

“22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as trustee of the Trust; and
- (b) appoint such new or additional Trustee.

For the purposes of this clause 22.4, “Special Resolution” means a resolution passed or decision made by not less than 75% of the Beneficiaries.”

2.3 insert a new clause 13A as follows:

“13A **DELEGATION TO THE BOARD OF MANAGEMENT**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.”

3. **SEVERABILITY**

3.1 If any provision of this Deed is found by a competent authority (including without limitation a Court) to be void or unenforceable, then such finding shall not affect the other provisions of this Deed.

3.2 If making a subsequent amendment to this Deed avoids any invalidity or unenforceability of any provision of this Deed, the parties may elect to make that amendment, which shall be deemed for all purposes to be effective immediately prior to the occurrence of that invalidity or unenforceability.

4. **FURTHER ASSURANCES**

All parties shall make, execute and do all acts, deeds, documents and things and sign all documents which may reasonably be required to give full effect to this Deed, and the Trustee shall bear the costs of observing, performing and complying with this clause.

5. **COSTS**

The Trustee shall bear and pay the costs of and incidental to the preparation, execution and stamping of this Deed.

6. **RATIFICATION AND CONFIRMATION**

In all other respects the terms of the Trust Deed are hereby ratified and confirmed.

7. **PROPER LAW**

This Deed shall be governed by the laws of the State of Western Australia and the parties submit to the jurisdiction of the Courts of the State of Western Australia.

**EXECUTED** as a Deed

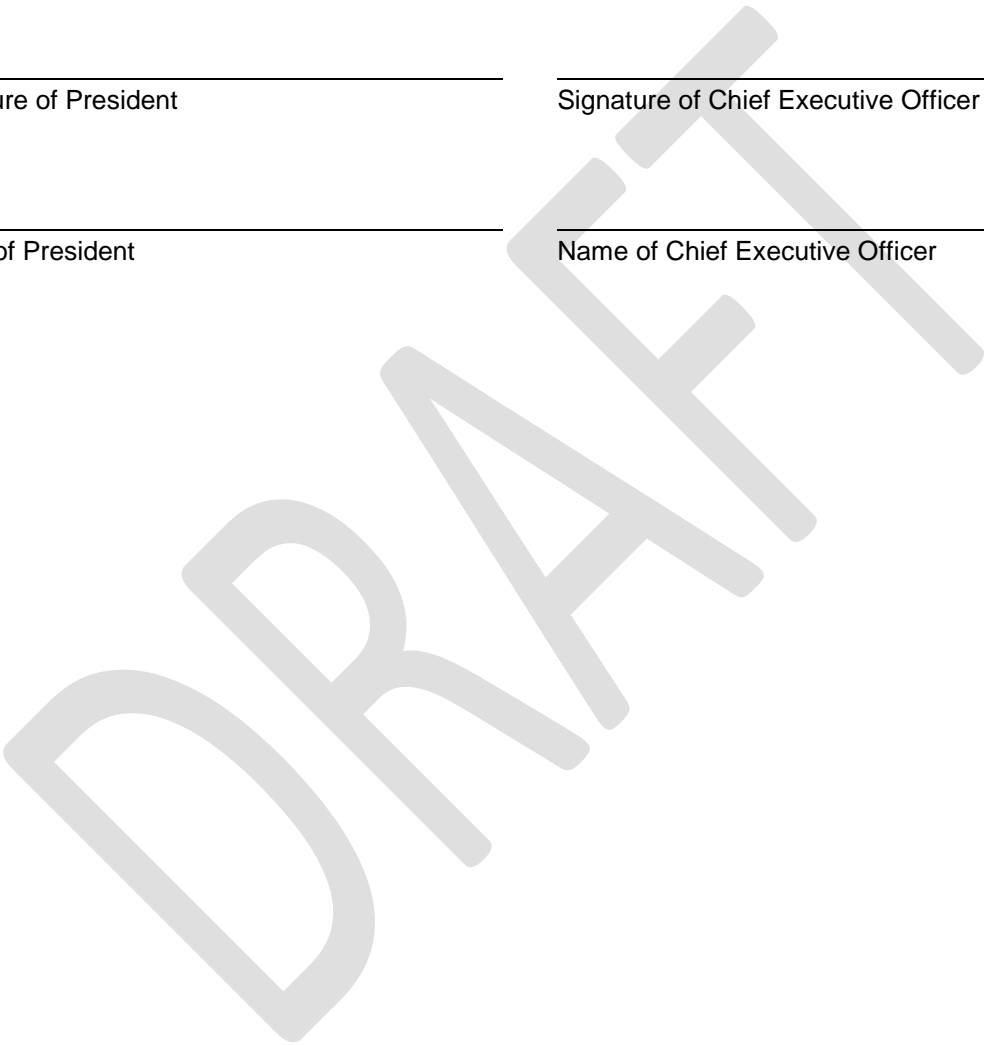
**THE COMMON SEAL** of **WESTERN** )  
**AUSTRALIAN LOCAL GOVERNMENT** )  
**ASSOCIATION** is hereunto affixed in the )  
presence of: )

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Signature of Chief Executive Officer

\_\_\_\_\_  
Name of President

\_\_\_\_\_  
Name of Chief Executive Officer



**Attachment 12.11.2**

demands outgoings debts and liabilities incurred in respect of the Trust Fund.

10.2 The Trustees may subject to any law in force at the time in relation to this Deed so permitting accumulate all or any part of the income arisen or arising during an accounting period and such accumulation shall be dealt with as an accretion to the Trust Fund but so that the Trustees may at any time or times resort to all such accumulations and pay or apply the whole or any part or parts thereof as if they were income of the Trust Fund for the then current accounting period.

10.3 Subject to Clause 10.2 the Trustees may at any time at their discretion pay the whole or part of the income of the Trust Fund for any accounting period to the beneficiaries in proportion to the number of units of which they are respectively registered as holders at the last day of such accounting period.

11.0 **ADVANCEMENT OF CAPITAL**

The Trustees may at any time and from time to time set aside from the capital of the Trust Fund or raise therefrom any sum or sums of money and pay the same to the beneficiaries in proportion to the number of units in respect of which they are respectively registered at the date of each such payment for their own use and benefit. The payment of any such sum or sums of capital may be made in the same manner and subject to the same provisions as contained in Clause 10.3 in relation to the payment application or setting aside of any income of the Trust Fund.

12.0 **POWERS OF INVESTMENT AND MANAGEMENT**

The Trustees shall apply and invest the Trust Fund in any of the investments from time to time authorised by law for the investment of trust funds by trustees and in addition to and without limiting the powers authorities and discretions vested in the Trustees by law and notwithstanding the trusts hereinbefore declared shall have the following powers authorities and discretions which may be exercised by the Trustees at any time and from time to time in the

## Attachment 2 Clause 12 of Trust Deed (Excerpt)

absolute and uncontrolled discretion of the Trustees in carrying out the trusts hereof:

- (a) to invest the Trust Fund and deal with manage transpose and realise the Trust Fund or any part thereof whether real or personal property with such powers in all respects as if the Trustees were the absolute owner thereof;
- (b) to purchase or otherwise acquire any investments for cash or otherwise and upon any terms and conditions and to make any such purchase or acquisition for a sum greater than the amount of the Trust Fund for the time being and to agree to pay for any such investments wholly or in part from any future moneys which may come into the Trustees' hands including dividends profits interest or other income payable in respect of any such investments;
- (c) to sell or otherwise dispose of any real or personal property or interest therein for the time being forming the whole or part of the Trust Fund by public auction tender or private treaty at such price or prices and whether for cash or on terms and generally upon any terms and conditions and to grant options for such sale or disposition as aforesaid;
- (d) (i) to borrow and raise moneys from; or  
(ii) to secure by mortgage or otherwise howsoever the payment of or obligation to pay money to,  
  
any person (including a beneficiary) upon any terms with or without security or interest;
- (e) to vary or transpose any investments and to vary the terms of or property comprised in any security;
- (f) to hold use purchase construct demolish maintain repair renovate reconstruct develop improve sell transfer convey surrender let lease exchange take and grant options or rights in alienate mortgage charge pledge reconvey release or discharge or otherwise deal with any real or personal

property PROVIDED THAT in the improvement or development of any part of the Trust Fund the Trustees shall not be bound by the limitation contained in Section 30(1)(c) of the Trustees Act and the Trustees shall not be bound to apply to any Court to exceed such limitation;

- (g) to pay out of the Trust Fund or the income thereof all costs charges and expenses of and incidental to the management of the Trust Fund or to the exercise of any power authority or discretion hereby or by law conferred on the Trustees or in carrying out or performing the trusts hereof which the Trustees may at any time incur including all taxes of whatever kind payable in respect of the Trust Fund and costs in any way connected with the preparation and execution of these presents;
- (h) to act as manager or to employ any persons (including a Trustee hereof or a unit holder) contractors managers solicitors accountants clerks workmen employees servants or agents to transact all or any business of whatever nature including the receipt and payment of money and to decide the remuneration to be allowed and paid and to pay all charges and expenses so incurred and to create or arrange any scheme or superannuation retirement benefit or pension for the benefit of any person so employed;
- (i) to partition or agree to the partition of or to subdivide or agree to the subdivision or strata title or agree to the strata-titling of any land or other property which or any interest in which may for the time being be subject to the trusts hereof and to pay any moneys by way of equality of partition;
- (j) to determine whether any real or personal property or any increase or decrease in amount number or value of any property or holdings of property or any profit loss receipt or payments from for or in connection with any real or personal property shall be treated as and credited or debited to capital or to income and generally to determine all matters as to which any doubt difficulty or question

may arise under or in relation to the execution of the trusts and powers of this Deed and every determination of the Trustees in relation to any of the matters aforesaid whether made upon a question formally or actually raised or implied in any of the acts or proceedings of the Trustees in relation to the Trust Fund shall bind all parties interested therein and shall not be objected to or questioned on any ground whatsoever;

- (k) to open accounts with any bank or building society and to operate by and in all usual ways any such accounts;
- (l) to give effectual receipts and discharges for any moneys received by or on behalf of the Trustees or otherwise relating to any of the acts matters and things provided for in these presents;
- (m) to provide and set aside out of the Trust Fund or the income thereof such sum of money as the Trustees shall consider is available or necessary for and to pay or apply the same in or towards the discharge or reduction of any encumbrance debt or other liability for the time being affecting the Trust Fund or any part thereof;
- (n) to let sub-let lease or sub-lease for any period (and including to any beneficiary) and at any rental any real or personal property comprised in the Trust Fund upon any terms conditions or covenants;
- (o) to purchase take on lease sub-lease assignment hire or otherwise acquire any estate or interest in any real or personal property for any price premium rental charge payment fee or other consideration and subject to any terms conditions and covenants;
- (p) to take such action as the Trustees shall think fit for the adequate protection of any part of the Trust Fund and to do all such other things as may be incidental to the exercise of any of the powers authorities and discretions hereby or by law conferred on the Trustees;



- (q) to take and act upon the opinion (given in writing) of a solicitor an attorney at law or counsel practising in any country where the Trust Fund or any part thereof may for the time being be or be proposed to be invested in relation to the interpretation or effect of these presents or any other document or statute or as to the administration of the trusts hereof without being liable to any of the beneficiaries in respect of any act done by the Trustees in accordance with such opinion PROVIDED THAT nothing in this provision shall prohibit or impede the Trustees from applying to any Court if it shall think fit or prohibit any unit holder from so doing;
- (r) to allow any beneficiary to occupy have custody of or use any part of the Trust Fund on any terms or conditions as to inventories repair replacement insurance outgoings or otherwise but the Trustees shall not be liable for any loss or damage which may occur to any such part of the Trust Fund during or by reason of any such occupation custody or use except insofar as such loss or damage shall be occasioned by the conscious and wilful default or neglect of the Trustees;
- (s) to permit any part of the Trust Fund to be held or registered in the name of any nominee of the Trustees and to deposit securities deeds and other documents belonging or related to the Trust Fund with any bank or solicitor;
- (t) in the event of any gift stamp or other duties fees or taxes becoming payable in any part of the world in respect of these presents or the Trust Fund or any part thereof in any circumstances to pay all or any part of such duties fees and taxes out of the Trust Fund notwithstanding that such duties fees or taxes or some part thereof are not or may not be recoverable from the Trust Fund by legal process;
- (u) to receive and accept any real or personal property by gift inter vivos or by Will or under the provisions of any other trust or otherwise from any other person as additions to the Trust Fund and to hold the same upon the trusts herein

set forth and to administer such additions under the provisions hereof;

- (v) at any time and from time to time to ascertain and fix the value of the Trust Fund in accordance with the provisions herein contained and for that purpose to engage such competent valuers or experts as the Trustees may select and the Trustees may cause the value so ascertained and fixed to be entered from time to time in a book kept for that purpose;
- (w) to appoint any date earlier than the Vesting Date to be the Vesting Date;
- (x) during an accounting period to nominate any date not more than 18 months after the date of commencement of the then current accounting period as the last day of that accounting period and thereafter the accounting period shall mean each succeeding 12 month period commencing on the day following such nominated date until the anniversary of such nominated date immediately preceding the Vesting Date and the period thereafter until the Vesting Date.

13.0 DELEGATION OF TRUSTEE POWERS

The Trustees if at any time they are more than one shall act jointly and may delegate the exercise of all or any of the powers authorities or discretions hereby or by law conferred on the Trustees:-

- (a) to the Board of Management constituted by clause 14.0 of this Deed, or
- (b) to any other person or persons,

and execute any power of attorney or other instrument necessary to effectuate such purpose.

# Local Government House Trust Update

## JANUARY 2020

### BACKGROUND

The Local Government House Trust (“the Trust”) is a unit trust, created back in 1980 for the purpose of providing building accommodation to the Western Australian Local Government Association (WALGA).

Under the current Trust Deed, 132 Local Governments contributed to create a Trust comprising of 620 units. Units are of equal value and are revalued annually once the audited Financial Report is adopted by the Board of Management at its November meeting.

Since January 2014, the Trust has provided WALGA with accommodation at the ONE70 building, located at 170 Railway Parade West Leederville.

The building fulfils an essential requirement to provide suitable accommodation for the Association and its staff, while representing a long-term investment opportunity through rental income and long term capital growth. The building includes meeting rooms which are used extensively for training courses provided to Elected Members and Local Government Officers, meetings of State Council, its committees and numerous policy groups and committees. Meeting rooms are also available for use by Members.

The building consists of four levels of quality office space. WALGA leases level one, enabling WALGA employees to be housed on a single floor. Three levels are available to third party tenants with additional rental space on the ground floor occupied by an all-day childcare and café. Underground building car parking ensures sufficient parking for visitors. The energy efficient building utilises solar power generation from PVC Units and carries a 5 Star Green Star rating. It has also achieved an indicative five star NABERS rating for energy and water.

The Trust has 60% ownership of the ONE70 building, through its investment in a joint venture with Qube Property.

The Joint Venture agreement ends in 2024, with the Trust having the option of purchasing the building outright.

Cash growth outlined in the chart to the right allows for repayment of building loan debt. The projected cash reserves assumes the expected renewal of the fourth floor tenants beyond August 2020. The next major lease breakpoint is for levels two and three, when Marsh/LGIS has a lease breakpoint in 2024.

### HIGHLIGHTS FROM 2018/19

- Building remained fully tenanted, which is a good result in the local commercial property market.
- Building is fully occupied with a weighted average lease expiry (WALE) of 5.3 years at 30 June 2019.
- Trust’s own cash reserves grew to \$2.0 million at 30 June 2019.
- Building loan debt held by the Joint Venture reduced to \$26.2 million at 30 June 2019 (Trust’s 60% share of the loan being \$15.7 million).
- Borrowing interest rates remained low.

### BUILDING VALUATION

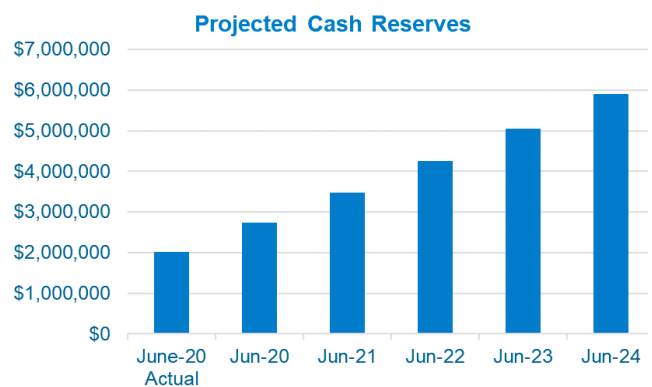
The most recent independent valuation at 30 June 2019 valued the property at \$49.5 million which reflects contracted future lease income. This compares favourably against the cost of land and buildings of \$43.4 million and current net book value of \$36.5 million.

### FUTURE OUTLOOK

The positive impact of record low interest rates on loan borrowings is anticipated to drive a good result in 2019/20. However, interest rate savings will be absorbed by a reduction in lease income from 2020/21, as a 2020 lease expiry is expected to be extended in a market less favourable than five years ago. With full tenancy and low rates on loan borrowings, the outlook for the Local Government House Trust remains positive.

The Trust’s own cash reserves are projected to continue growing. Strategically this will place the Trust in a position to consider the outright purchase of 170 Railway Parade in 2024. Profits however tend to be relatively modest due to the impact of building depreciation which is an accounting entry and does not necessarily reflect the diminution in building value.

Projections for the Trust’s own cash reserves are shown below.



# Local Government House Trust Update

## JANUARY 2020 (CONTINUED)

### HOUSE TRUST UNIT VALUE

The unit value as at 30 June 2019 is \$17,805 based upon Net Assets of \$11,039,266 / 620 units.

Unit values follow the movement of the Trust's Net Assets. Included within the Trust's Net Assets are the Trust's 60% share of assets and liabilities held in the Joint Venture established to own and manage the building.

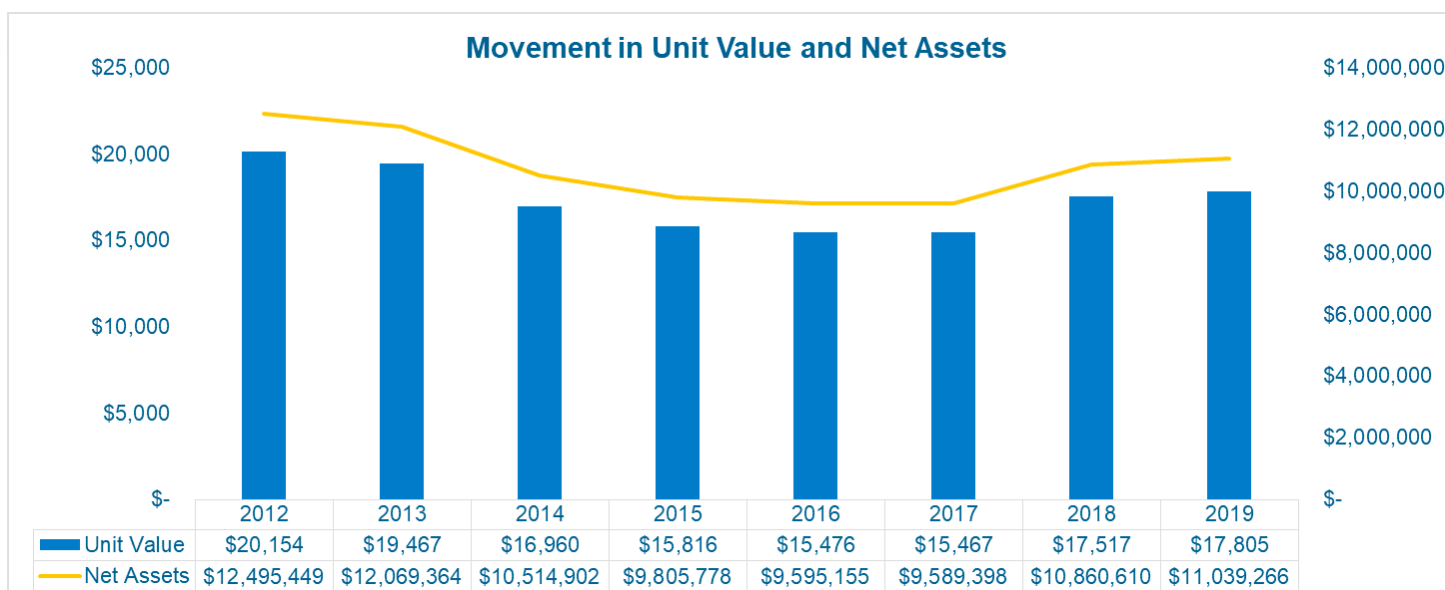
Unit values will fluctuate over time depending on the movement in net assets.

The downward fluctuation between 2013 and 2015 relates to the

transition from the previous building to the current ONE70 building.

Full occupancy of the new building since 2015 has seen the movement in net assets stabilise. The uplift in 2018 is due to the restatement of net assets by \$765,074 following the change in accounting for lease income. Lease income is now accounted for on the straight line basis, instead of the previous "as invoiced basis".

The graph below shows the fluctuation in the net assets and unit price of the Trust since 2012 (2011/12).



### TRUST DEED VARIATION

A Deed of Variation to the Trust Deed will soon be circulated to Local Governments holdings units for approval. The amendment is intended to strengthen the House Trust's position as a State/ Territory Body for tax purposes. The Amendment seeks to achieve this by:

1. Transferring the power over the appointment of Trustee to the beneficiaries, where consent of 75% of the beneficiaries (unit holders) will be required, and

2. Confirmation that the power exists with the Board of Management, while allowing the Trustee sufficient operational discretion to place and renew investments and pay suppliers.

Approval of this Deed of Variation to the Trust deed requires consent of 75% of the 132 unit holders.

Any questions can be directed by email to [lght@walga.asn.au](mailto:lght@walga.asn.au).

## Attachment 12.11.4

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**From:** Communications [mailto:communications@walga.asn.au]  
**Sent:** Wednesday, 19 February 2020 9:03 AM  
**To:** ShireofNannup <nannupsh@nannup.wa.gov.au>  
**Subject:** Local Government House Trust- Deed of Variation

*Sent on behalf of WALGA CEO Nick Sloan*

19 February 2020

Our Ref: NS/RM

Mr David Taylor  
Chief Executive Officer  
Shire of Nannup

Dear Mr Taylor,

### **Re: Local Government House Trust – Deed of Variation**

I am writing to seek your Council's consent by formal resolution to a variation to the Trust Deed for the Local Government House Trust (The Trust).

Shire of Nannup is a unit holder and beneficiary to the Local Government House Trust, holding 1 unit/s as advised in WALGA's recent Quarterly Report Q4 2019.

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Nannup is requested to consent to the enclosed Deed of Variation supported by a resolution of Council; and to communicate this consent to us in writing. Please note, we are requesting consent for the Trustee to formally execute the attached Deed of Variation – your Local Government is not required to sign the enclosed document.

Further details on the particular Deed Variations and objectives to be achieved by this variation are outlined below.

### **Background on the Local Government House Trust**

The Local Government House Trust ("The Trust") exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.

**Trust Deed Variation**

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a State / Territory Body (STB).

Legal advice identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a State or Territory Body (STB). This view, while based upon highly technical grounds, is a risk nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

- 1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)
- 2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and
- 3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. Subject to clause 22.3, the right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as Trustee of the Trust;
- and
- (b) appoint such new or additional Trustee.

3. Variation 2.3 insert a new clause 13A

**13A Delegation to the Board of Management**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities

and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do

such things as may be necessary to give effect to the exercise of a power, authority

or discretion by the Board of Management.

## **Comment**

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

Thank you for your consideration of the above amendments we look forward to receiving formal consent to execute these changes via resolution of Council.

If you have any questions regarding the variations, please email Financial Controller Rick Murray at [rmurray@walga.asn.au](mailto:rmurray@walga.asn.au).

Yours sincerely,  
Nick

## **Nick Sloan | Chief Executive Officer | WALGA**

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Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

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## Attachments

1. Deed of Variation – Copy for information only, this document does not require signing.
2. Clause 12 of Trust Deed 1994. (Excerpt)

