



Agenda

Council Meeting to be held
on Thursday 28 June 2018
Commencing at 4.30pm

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the Shire of Nannup must obtain, and should only rely on, written notice of the Shire of Nannup's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council meeting.

Any advice provided by an employee of the Shire of Nannup on the operation of a written law, or the performance of a function by the Shire of Nannup, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire of Nannup. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire of Nannup should be sought in writing and should make clear the purpose of the request. Any plans or documents in Agendas and Minutes may be subject to copyright.

A g e n d a

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE
(previously approved)

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The Chief Executive Officer located the missing letter from Mrs Rita Stallard; this has been communicated to Mrs Stallard and she is satisfied with this outcome.

The question from Mr Charles Gilbert in regard to the methodology for the calculation of rates is still being discussed between the Chief Executive Officer and Manager of Corporate Services. A meeting has been held with Mr Gilbert; an outcome of which is that further information is to be provided to Manager Corporate Services.

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

7. DECLARATIONS OF INTEREST

The Shire President will read out any declarations received relating to financial, proximity or impartiality interests and ask for any further declarations to be made.

Members should make any declarations at the start of the meeting but may declare an interest before the resolution of any agenda item.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 Shire of Nannup Ordinary Council Meeting

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 24 May 2018 be confirmed as a true and correct record.

8.2 Shire of Nannup Special Council Meeting

That the Minutes of the Special Council Meeting of the Shire of Nannup held in Council Chambers on 21 June 2018 be confirmed as a true and correct record.

9. MINUTES OF OTHER COUNCIL COMMITTEES/REPRESENTATIVE COMMITTEES

9.1 Shire of Nannup Risk Management Committee

That the Minutes of the Shire of Nannup Risk Management Committee meetings held 20 March 2018 and 12 June 2018 be confirmed as a true and correct record.

9.2 Business Initiative Group Nannup (BIG N)

That the Minutes of the BIG N meetings held on 7 June 2018 be received.

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

11. REPORTS BY MEMBERS ATTENDING COMMITTEES

12. REPORTS OF OFFICERS

Agenda No.	Description	Page No.
CEO DEPARTMENT		
12.1	Delegated Planning Decisions for May 2018	5
12.2	Proposed Changes to the Draft Local Planning Strategy	7
12.3	Development Application - Community Purpose (Men's Shed) on a Local Reserve	11

**Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018**

12.4	Application for Survey-Strata Subdivision, WAPC Ref No. 435-18	19
12.5	Request to extension for Reduced Rate on Town Hall Hire Fees	28
12.6	WALGA Annual General Meeting – Voting Delegate Nominations	31
12.7	Support the Friends of Community House in their external grant application	33
12.8	Nannup Visitor Centre Service Agreement	35

ECONOMIC & COMMUNITY SERVICES

12.9	Acceptance of Department of Local Government, Sport and Cultural Industries grant	38
12.10	Acceptance of Department of Industry, Innovation and Science grant	40
12.11	Youth Supervision Policy	42

WORKS & SERVICES DEPARTMENT

12.12	Nannup Main Street Redevelopment Stage 3	44
12.13	Balingup Road Blackspot Expenditure	47

FINANCE & ADMINISTRATION

12.14	Budget Monitoring – May 2018	49
12.15	Monthly Accounts for Payment - May 2018	51
12.16	2018/19 Budget Adoption	53

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

13.1 OFFICERS

13.2 ELECTED MEMBERS

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

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

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

17. CLOSURE OF MEETING

CEO DEPARTMENT

AGENDA NUMBER:	12.1
SUBJECT:	Delegated Planning Decisions for May 2018
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:	7 June 2018
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 Application for Development Approval that meet the requirements of both Local Planning Scheme No.3 (LPS3) and adopted Council policy.

Delegated planning decisions will be reported to Council on a monthly basis to ensure that Council has an appropriate level of oversight on the use of this delegation. A Register of Delegated Development Approvals, detailing those decisions made under delegated authority in May 2018 is presented in Attachment 12.1.1.

COMMENT:

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

During May 2018, three (3) development applications were determined under delegated authority. The table below shows the number and value of development applications determined under both delegated authority and by Council for May 2018 compared to May 2017:

Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018

	May 2017	May 2018
Delegated Decisions	1(\$10,000)	3 (\$367,482)
Council Decisions	Nil	Nil
Total	1(\$10,000)	3 (\$367,482)

STATUTORY ENVIRONMENT:

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

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

POLICY IMPLICATIONS:

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

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

FINANCIAL IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

That Council receives the report on Delegated Development Approvals for May 2018 as per Attachment 12.1.1.

VOTING REQUIREMENTS: Simple Majority

AGENDA NUMBER:	12.2
SUBJECT:	Proposed Changes to the Draft Local Planning Strategy
LOCATION/ADDRESS:	Whole of Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	TPL3A
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	18 June 2018
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.2.1 - Letter from Department of Planning, Lands and Heritage 12.2.2 - <i>State Planning Policy 2.5 Rural Subdivision and Development Control Policy 3.4 Subdivision of Rural Land</i> 12.2.3 - Extract from Local Planning Scheme No.3 12.2.4 - Submission

BACKGROUND:

The Shire administration has received correspondence from the Department of Planning, Lands and Heritage (DPLH) requesting that the Shire remove the minimum rural lot size criteria from the draft Local Planning Strategy (the Strategy). In summary, the DPLH recommend that the draft Strategy is modified to delete support for the minimum 80/40 rural lot size criteria.

The DPLH have identified nine privately owned lots of 80 hectares or more which would have the potential to subdivide under the current minimum lot size criteria once other constraints are considered. A further 27 lots have other constraints which would impact on any potential subdivision even though they meet the minimum lot size criteria.

The correspondence from the DPLH is shown in Attachment 12.2.1.

COMMENT:

While the Western Australian Planning Commission (WAPC) is the decision-maker for subdivision applications in Western Australia, local governments provide advice to the WAPC.

The WAPC have various policies relating to subdivision, including rural subdivision, such as:

State Planning Policy 2.5 Rural Planning and Development Control Policy
3.4 Subdivision of Rural Land

Both of these policies are outlined in Attachment 12.2.2. These policies generally have a presumption against the creation of additional rural lots.

In the Shire of Nannup, Local Planning Scheme No.3 (LPS3) provides the statutory basis for subdivision of rural land on land zoned 'Agriculture' and 'Agriculture Priority 2'. Clauses 3.13.1.4 and 3.13.3.4 of LPS3 relate to creating general agricultural lots with a minimum lot size of 80 hectares or creating intensive agricultural lots with a minimum lot size of 40 hectares (80/40 criteria) and are shown in Attachment 12.2.3.

The draft Strategy, supported by Council which Officers have been progressing over approximately the last 3 years, continued to support the minimum 80/40 rural lot size subdivision criteria based on LPS3.

While it now appears that Council is close to obtaining WAPC endorsement of the draft Strategy, there is a need to address the matter of the DPLH's recommendation to remove the minimum 80/40 rural lot size criteria. DPLH have highlighted that the removal of the 80/40 subdivision criteria is necessary to comply with WAPC policies and planning regulations as Regulation 11(2)(b) of the Planning and Development (Local Planning Schemes) Regulations 2015 states "a local planning strategy must apply any State or regional planning policy that is relevant to the strategy".

The WAPC also advise there is an existing adequate supply of intensive agricultural sized lots in the Shire of Nannup.

In anticipation of the endorsement of the Strategy, the Council administration has recently commenced the review of LPS3 with a goal of producing Local Planning Scheme No.4. This process will take time, the process will be subject to community and stakeholder consultation and the final decision will be made by the Minister for Planning. The DPLH have also recently advised they will require the removal of the 80/40 criteria provisions in the new Scheme.

Consultation

DPLH have acknowledged that the change to the draft Strategy would have been better addressed during advertising however they have also advised that re-

advertising the change to the draft Strategy is not warranted given any public submissions are unlikely to change the outcome.

Council administration wrote to the owners of the 36 properties identified by DPLH to advise of the proposed modifications to the draft Strategy giving them the opportunity to provide their views to Council. Owners were also encouraged to lodge a subdivision application in the short term if they had been considering subdividing their properties at any time in the future.

Four written submissions were received and are shown in Attachment 12.2.4. Two of the submissions were in support of retaining the 80/40 criteria and two supported its removal. Officers have spoken to an additional five property owners who had questions about the implications of the removal of the 80/40 criteria.

Summary

If the final decision was to be Council's, Officers would recommend that the 80/40 criteria be retained in both the Strategy and the Scheme. Most of the local government area is State Forest or National Park, the criteria is long established and it suits the land form, topography, soil types, rainfall and potential productivity of private land in the Shire of Nannup.

It is however suggested that given the wording of *State Planning Policy 2.5 Rural Subdivision*, the fact that the WAPC is the determining body for subdivision applications and that the Minister will be responsible for approving Local Planning Scheme No.4, that Council reluctantly accepts the modification to the draft Strategy.

Following confirmation of Council's agreement to the modification, it is anticipated that the draft Strategy will be finalised and endorsed by the WAPC under delegated authority.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, State Planning Policy 2.5 Rural Subdivision, Development Control Policy 3.4 Subdivision of Rural Land, Shire of Nannup Draft Local Planning Strategy and Local Planning Scheme No.3.

POLICY IMPLICATIONS:

WAPC policy changes will impact a number of rural landowners.

FINANCIAL IMPLICATIONS:

There are potential implications for some rural landowners in limiting subdivision.

STRATEGIC IMPLICATIONS:

Outlined in this report and in the attachments.

RECOMMENDATION:

1. That Council advise the Department of Planning, Lands and Heritage that it is Council's preference to retain the 80/40 rural lot size criteria in the draft Local Planning Strategy.
2. While noting this, Council accepts the removal of the 80/40 rural lot size criteria from the draft Local Planning Strategy as per Attachment 12.2.1.
3. This is on the basis that the revised Local Planning Strategy can be shortly endorsed by the Western Australian Planning Commission under delegated authority.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.3
SUBJECT:	Development Application - Community Purpose (Men's Shed) on a Local Reserve
LOCATION/ADDRESS:	Reserve 53247 - Lot 251 Widdeson Street, Nannup
NAME OF APPLICANT:	Nannup Men's Shed Incorporated
FILE REFERENCE:	RES53247 & ASS28
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	19 June 2018
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENTS:	12.3.1 - Development plans from applicant 12.3.2 - Location map 12.3.3 - Extract of Planning and Development (Local Planning Schemes) Regulations 2015 12.3.4 - Submissions 12.3.5 - Response to submissions from applicant

BACKGROUND:

The application seeks approval for the Nannup Men's Shed Incorporated to use a portion of Lot 251 Widdeson Street, Nannup (Reserve 53247) for a 'community purpose' which includes constructing a building on the property.

The proposed building is a 30m x 15m barn-style shed with details of the proposal shown in Attachment 12.3.1.

The subject site is zoned "Public Purposes - School" in *Local Planning Scheme No.3* (LPS3) and is located towards the south eastern end of the Nannup townsite as shown in Attachment 12.3.2. The Nannup Men's Shed have been granted a Management Order over Reserve 53247 by the Department of Planning, Lands and Heritage with the order stating that the reserve is to be utilised for the designated purpose of 'Men's Shed' only.

The property is 11490m² in area, generally covered in native vegetation, with a recently cleared area along the northern side. This clearing was not undertaken by the Nannup Men's Shed Incorporated. The area proposed to be used for the operation of the Men's Shed comprises a cleared area of 3,000m² located in the south western corner of the property.

The property is adjoined by the Nannup District High School on the western boundary, with developed land zoned 'Residential' located to the north and undeveloped land zoned 'Residential' to the south.

The use proposed in the Development Application is classified as "community purpose" under LPS3. The Zoning Table of LPS3 does not list specific uses for a Local Reserve however Clause 2.3.2 of LPS3 states that the local government is to have due regard to matters set out in Clause 67 of the Deemed Provisions (see Attachment 12.3.3) and the ultimate purpose intended for the reserve.

Community purpose means the use of premises designed or adapted primarily for the provision of educational, social and recreational facilities and services by organisations involved in activities for community benefit.

Consultation

Council undertook consultation through inviting public comment on the Development Application for a period of 14 days by writing to 8 adjoining/nearby landowners and Nannup District High School.

Council received 12 submissions on the Development Application as outlined in Attachment 12.3.4. Seven submitters supported the proposed development while the other five submitters objected to the proposed development primarily for reasons of reduced amenity.

In summary, the submitters who objected to the proposal were concerned about the visual impact the proposed shed would have on residential properties along Widdeson Street, potential noise pollution and increased traffic in a residential area.

In response to these submissions, the applicant has provided a letter addressing the concerns which are set out in Attachment 12.3.5.

COMMENT:

Overview

The Nannup Men's Shed first approached Council for assistance in identifying a suitable parcel of land for their use in 2016. Officers identified an area of cleared land on the eastern side of Nannup District High School (Reserve 26684) which could be suitable and made initial enquiries with the Department of Education on behalf of the Nannup Men's Shed to determine if the land could be made available to the group.

The Department of Education advised that the land was required by the school for its ongoing operations however the Department would support the excision

and transfer of the eastern portion of the reserve to either the Shire or the Nannup Men's Shed.

At its meeting of 25 August 2016, Council resolved in part:

16113 LONGMORE/STEVENSON

“That Council support the Nannup Men’s Shed in acquiring a portion of Reserve 26684 for Men’s Shed operations.”

CARRIED (7/0)

In January 2017 the Department of Lands wrote to Council to advise that it had decided to excise a portion of Reserve 26684, previously reserved for the purpose of 'School Site', and create a new reserve for the purpose of 'Men's Shed'.

At its meeting of 25th January 2017, Council resolved in part:

17007 STEER/LONGMORE

“That Council advises the Department that it supports the Management Order being issued to the Nannup Men’s Shed Inc., for management and control of the land.”

CARRIED (7/0)

The Nannup Men's Shed was granted the Management Order over the newly-created Reserve 53247 on 11th April 2018.

Subject to implementing relevant conditions, Reserve 53247 appears suitable and capable of accommodating its intended purpose. The application does however raise various considerations which are outlined below.

Visual Impact

At its closest point, the proposed shed will be located approximately 43m from the nearest residential property and the cleared area surrounding the shed will be approximately 24m from the same property. The applicant has stated that they intend to retain the remaining trees between the cleared area and Widdeson Street in the form of a visual buffer.

The shed is proposed to be 6.21m high at its highest point which expected to be lower than the height of the trees on the property, and will be clad in green Colourbond rather than zincalume to reduce its visual and reflective impact.

As the applicant has noted, the owner of the nearest property at 15 Widdeson Street has cleared some of Reserve 53247 which has resulted in the visual buffer being reduced at this point. This clearing was undertaken in consultation with Nannup District High School and before the transfer of the management order to the Nannup Men's Shed.

Noise

The applicant has advised that no formal hours of operation are proposed but that the shed would normally be utilised between 9:00am and 2:00pm with occasional use until 5:30pm. The applicant has also advised that the type of equipment to be used in the shed is not of an industrial nature but is the same as could be expected to be found in many backyard sheds. The shed is proposed to be insulated and clad on the inside to reduce noise emissions.

It is suggested that additional measures such as keeping the roller door on the northern side closed when machinery is being operated, should assist in the reduction of noise.

The vegetation to be retained along Widdeson Street should also act as a noise buffer.

Traffic

The applicant has advised that vehicles travelling to and from the Nannup Men's Shed will access the property from Monaghan Street and not from Widdeson Street. Substantial car-parking will be provided on the cleared area around the proposed shed and the gravel section of Monaghan Street is proposed to be graded by the applicant to provide suitable access.

It is suggested that there will be no negative traffic impact on Widdeson Street during the normal operation of the Nannup Men's Shed.

Proximity to Nannup District High School

A copy of the development application was forwarded to Nannup District High School for their review and comment which they have responded to in support of the proposed development. The Department of Education approved the excision of Reserve 53247 from the school reserve for the purpose of the Men's Shed. It is therefore suggested that there is no anticipated conflict between the school and the proposed development.

Following the Shire administration's assessment against LPS3, considering the views of the submitters and information provided by the applicant, it is recommended that the Council approve the proposed use of Lot 251 Widdeson Street, Nannup (Reserve 53247) for a 'community purpose', being the Nannup Men's Shed, and the associated construction of a new building.

STATUTORY ENVIRONMENT:

Planning and Development (Local Planning Schemes) Regulations 2015 and LPS3.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil.

STRATEGIC IMPLICATIONS:

The proposal aligns with the *Shire of Nannup Strategic Community Plan 2017-2027* Focus Point 5.1 which is to "support existing and emerging community groups" by "providing community funding and support for events and community groups".

RECOMMENDATION:

That Council approve the proposed use of Lot 251 (Reserve 53247) Widdeson Street, Nannup for a 'community purpose' (Nannup Men's Shed), including the construction of a shed, subject to the following conditions:

1. The development hereby approved must be carried out in accordance with the plans and specifications submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire.
2. The vehicle access ways, vehicle manoeuvring areas and car parking spaces are designed, constructed and drained to the satisfaction of the local government prior to occupation of the development.

3. The roof and external walls of the building are to be clad in Colourbond colours to the satisfaction of the Shire.
4. No vehicular access is permitted between the property and Widdeson Street.
5. The operation of machinery is to be restricted to the hours of 9:00am – 5:30pm on any given day of the week.
6. The operator is to ensure that noise levels are considerate of adjoining and nearby properties at all times which comply with the *Environmental Protection (Noise) Regulations 1997* (and any associated amendments).
7. All building materials and equipment are to be stored inside the building.
8. All waste material is to be disposed of at an appropriate landfill site or waste treatment site.
9. A toilet and hand basin must be installed in the building. The installation is to be appropriately addressed to the satisfaction of the Shire prior to occupation.
10. 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 Shire. The stormwater facilities provided in accordance with this condition shall be permanently maintained in an operative condition to the satisfaction of the Shire.
11. A Bushfire Emergency Management and Evacuation Plan is to be prepared to the satisfaction of the Shire and then implemented prior to occupation of the development. All measures contained in the Plan are to be maintained to the satisfaction of the local government.
12. The applicant is to submit and gain local government approval for a Management Plan, prior to occupation of the development, 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.

Advice

- A. The proponent is advised that this Development Approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works.
- B. In relation to Condition 4, all vehicular traffic associated with the day-to-day activities of the Nannup Men's Shed are to use Monaghan Street to access

the property. This includes the parking of vehicles associated with visitors to the property.

- C. In relation to Condition 6, noise emissions must comply with the *Environmental Protection (Noise) Regulations 1997*. To comply with the Regulations, this may require all doors on the northern end of the proposed building to be closed when machinery is being operated and/or for machinery to be soundproofed within the building.
- D. In relation to Condition 7, no building/construction materials or equipment is to be stored outside the building, either in the cleared or non-cleared areas of the reserve.
- E. In relation to Condition 9, a toilet and hand wash facilities must be provided for members working at the premises as per the *Shire of Nannup Health Local Laws*.
- F. In relation to Condition 12, the Management Plan is to:
- address the responsibility for member/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;
 - outline the approach to maximise the safety and security of members and visitors; and
 - acknowledge that the development is adjacent to a residential area and seek the operation to be a good neighbour including considering noise, litter and the approach to reducing fire risks.
- G. Signs may be erected or displayed to the specification and satisfaction of the Shire with details set out in *Local Planning Policy LPP18 Signs and Advertisements*.
- H. The applicant is advised to burn or remove all vegetation cleared from the site. Any material to be reused for projects should be relocated inside the building.
- I. A low fuel area should be permanently maintained around the building at all times.
- J. The applicant should consider screen planting in the cleared area north east of the development so as to minimise any adverse effects on the amenity of the neighbouring properties.
- K. The applicant is reminded of their general environmental duty to take all

reasonable and practical measures to ensure that the activities on the whole site, including during construction and maintenance projects, do not pollute the environment in a way which causes or may cause environmental harm.

- L. 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.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.4
SUBJECT:	Application for Survey-Strata Subdivision, WAPC Ref No. 435-18
LOCATION/ADDRESS:	Lot 67 Kearney Street, Nannup
NAME OF APPLICANT:	Martin Richards – MR Planning
FILE REFERENCE:	435-18 and A1682
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	19 June 2018
PREVIOUS MEETING REFERENCE:	28 June 2012, 28 April 2016
ATTACHMENT:	12.4.1 - Location map 12.4.2 - Cadastral map of locality 12.4.3 - Survey-Strata Subdivision Plan 12.4.4 - Planning report from applicant 12.4.5 - Endorsed Higgins Swamp Detailed Structure Plan A 12.4.6 - Part 1 Implementation from endorsed Higgins Swamp Detailed Structure Plan A

BACKGROUND:

An application for a survey-strata subdivision has been submitted to the Western Australian Planning Commission (WAPC) for the subdivision of Lot 67 Kearney Street, Nannup by MR Planning on behalf of the property owner Wandass Pty Ltd. The WAPC has referred the application to Council for comment. It is highlighted that the WAPC makes the decision on survey-strata subdivision applications with Council providing advice to the WAPC.

The site's location is shown in Attachment 12.4.1, while Attachment 12.4.2 outlines a cadastral map of the locality.

It should be noted that this application for subdivision refers to the property as Lot 67 Kearney Street. In all previous documentation and decisions regarding the property it has been referred to as Lot 67 Warren Road. The two addresses refer to the same property.

Attachment 12.4.3 shows the proposed survey-strata subdivision plan. The application proposes to subdivide the property to create eighteen (18) survey-strata lots. Most proposed survey-strata lots will be for residential purposes. The exemptions are Lot 5 which will be for tourism and conservation, Lot 17 which will

be mixed use (anticipated to be residential, commercial and possible tourism), while survey-strata Lot 18 will be a service road (common property).

The applicant's planning report is provided by in Attachment 12.4.4 which provides a description of the land, background to the proposal and details of the proposed subdivision.

Lot 67 is 2.2055ha hectares in area and includes a portion of Higgins Swamp.

Planning context and previous Council resolutions

The property is zoned "Special Use" and is included in Schedule 4 – Special Use Zones of the *Shire of Nannup Local Planning Scheme No. 3 (LPS3)* as SU5. The provisions set out for SU5 are outlined below:

NO.	DESCRIPTION OF LAND	SPECIAL USE	CONDITIONS/SPECIAL PROVISIONS
SU5.	Lots 65, 66, 67 & 68 Kearney Street, Warren Road and Higgins Street, Nannup	<ul style="list-style-type: none">• Single House• Bed & Breakfast Accommodation• Grouped Dwelling• Home Business• Home Occupation• Home Office	1. Prior to any subdivision or further residential development of the site, a Structure Plan is to be prepared.

The property is not declared as a Bushfire Prone Area and is not located within a floodplain.

Council adopted the *Higgins Swamp Structure Plan* at its meeting of 28th June 2012 to provide a framework for the future development and subdivision of Lot 701 Kearney Street, Lots 67 and 68 Warren Road, and Lot 700 Higgins Street. The *Higgins Swamp Structure Plan* established the spatial distribution of appropriate land use classes together with development criteria to guide the preparation of the Detailed Structure Plan.

At its meeting on 28th April 2016, the Council resolved the following:

16060 DEAN/MELLEMA

“To inform the Western Australian Planning Commission that the draft Detailed Structure Plan for Lot 67 Warren Road, Nannup be approved, subject to satisfactorily addressing minor corrections/modifications as identified within the Schedule of Local Government Corrections and Modifications.”

CARRIED (8/0)

The *Higgins Swamp Detailed Structure Plan A* for Lot 67 Warren Road approved by the WAPC on 29th March 2017 elaborated on the design requirements at a site specific level, and as such, informed the preparation of the current application for subdivision.

COMMENT

Overview

The survey-strata subdivision application is consistent with the endorsed *Higgins Swamp Structure Plan* and the endorsed *Higgins Swamp Detailed Structure Plan A*. Accordingly, conditional approval is recommended to the application.

A number of conditions are recommended in accordance with the Detailed Structure Plan, site conditions, its context, WAPC policy and Council policy. Other than the cash-in-lieu condition for public open space, the recommended conditions are consistent with the WAPC's *Model Subdivision Conditions Schedule* (October 2017).

Subject to implementing relevant conditions, each proposed lot appears suitable and capable of accommodating its intended purpose. The application does however raise various considerations which are outlined below.

Roads

The service road (Lot 18) within the subdivision is proposed to be common property which will be jointly owned/managed by the survey-strata owners. While it will not be a public road managed by the Shire, the service road is required to be appropriately constructed by the developer and comply with Council's Works Policy *WRK13 Subdivisional Development Guidelines* and the Institute of Public Works Engineering Australia's *Local Government Guidelines for Subdivisional Development*

The subdivider has set aside land along Warren Road for future road widening as required by Main Roads WA and as set out in the structure plans.

Cul-de-sacs

The proposed service road ends at the southern boundary of Lot 67 and the Structure Plan indicates that in future this service road could extend through adjoining Lot 68 to meet Higgins Street. Until such time as the road is constructed to its full proposed length, through both Lots 67 and 68, a temporary turning circle will be required to accommodate rubbish/recycling collection trucks and other traffic turning at its end.

The temporary turning circle is required to be constructed to required standards at the termination point as determined by the Shire. Council's Manager Infrastructure advises that a 9 metre radius temporary turning circle would be sufficient to accommodate a turning rubbish/recycling collection truck.

Stormwater Management

The developer will be required to submit an Urban Water Management Plan, certified by a consulting engineer, detailing how stormwater will be managed within the subdivision area and to address water quality and run-off into Higgins Swamp. While most stormwater will be detained on site, portions of the site may be required to connect to the Council's Stormwater Drains.

Public Open Space and future management of Higgins Swamp

Both the Structure Plan and Detailed Structure Plan set out that Higgins Swamp will continue to be privately owned in the future rather than becoming Public Open Space (POS) vested and managed by the Shire. While continuing to be privately owned, there is a requirement for more effective management including addressing the approach to stormwater management and revegetation.

Both the Structure Plan and Detailed Structure Plan included provisions that POS shall be provided in the form of a cash-in-lieu contribution. Additionally, Council's Local Planning Policy *LPP20 Developer and Subdivider Contributions* states that Council does not support the creation of POS which has no practical use or value and/or where the proposed POS duplicates existing nearby POS.

Marinko Tomas Bicentennial Park and the Nannup Recreation Centre are located approximately 200m to the south of the proposed subdivision and provide substantial developed POS for the area. It is suggested that in this situation, and

consistent with the endorsed *Higgins Swamp Detailed Structure Plan A*, that Council seeks a cash-in-lieu payment relating to the POS.

Future scheme amendment

To achieve proposed tourism development on Lot 5 and proposed mixed use (including commercial and possible tourism development) on Lot 17, there is a need for the applicant to submit a scheme amendment to the Shire and in-turn gain approval from the Minister for Planning.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005 and LPS3.

POLICY IMPLICATIONS:

Local Planning Policies *LPP1 Cut & Fill and Retaining Wall*, *LPP2 Private Stormwater Drainage Connections to Council's Drains*, *LPP13 Car Parking and Vehicular Access* and *LPP20 Developer and Subdivider Contributions* are non-statutory documents which are designed to provide guidance to assist the Council in its decision making and in providing advice to the WAPC.

FINANCIAL IMPLICATIONS:

The developer is required to meet the cost of providing new infrastructure to service proposed lots in accordance with WAPC policies and in accordance with *Local Planning Policy LPP20 Developer and Subdivider Contributions Policy*. It is imperative, for instance, that the developer installs stormwater management systems that achieve effective stormwater control that meet best practice environmental standards and which ensure lower operating costs.

STRATEGIC IMPLICATIONS:

The site forms part of Policy Area No. 1 – Townsite in the *Shire of Nannup Local Planning Strategy*. The Strategy's recommendation for the policy area is that urban consolidation is encouraged subject to issues of effluent disposal and flooding being addressed where relevant. The site is outside of the 1 in 100 ARI floodplain.

The site represents a logical area to accommodate new development in Nannup and once implemented, it will provide an important boost to the development of Nannup.

RECOMMENDATION:

That Council support the Survey-Strata Subdivision of Lot 67 Kearney Street, Nannup (WAPC 435-18) subject to the following conditions:

No.	Code	Condition
1	B2 mod	Uniform fencing being constructed along the eastern boundaries of proposed Lots 15 and 16. (Local Government)
2	B6	<p>A management statement being prepared and submitted for the Western Australian Planning Commission's consideration and written confirmation in accordance with Section 5C of the <i>Strata Titles Act 1985</i> (as amended), to include the following additions to the by-laws contained in Schedules 1, 2 and 2A of that Act:</p> <p style="margin-left: 40px;">a) Development or redevelopment on the survey-strata lots is to comply with a development approval issued by the local government.</p> <p style="margin-left: 40px;">b) Amendment to or repeal of the above provision cannot be effected without the Western Australian Planning Commission's agreement. (Local Government)</p>
3	D2	Prior to the commencement of subdivisional works, an urban water management plan is to be prepared and approved, in consultation with the Department of Water and Environmental Regulation. (Local Government)
4	D3	Engineering drawings and specifications are to be submitted and approved, and works undertaken in accordance with the approved engineering drawings and specifications and approved plan of subdivision, for the filling and/or draining of the land, including ensuring that stormwater is contained on-site, or appropriately treated and connected to the local drainage system. Engineering drawings and specifications are to be in accordance with an approved Urban Water Management Plan (UWMP) for the site, or where no UWMP exists, to the satisfaction of the Western Australian Planning Commission. (Local Government)
5	D5	<p>Prior to the commencement of subdivisional works, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and</p> <p>In the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all subdivisional works have been carried out in accordance with the pre-works geotechnical report. (Local Government)</p>
6	D7	Suitable arrangements being made for connection of the land to

**Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018**

		the comprehensive district drainage system at the landowner/applicant's cost. (Local Government)
7	D8	Drainage easements and reserves as may be required by the local government for drainage infrastructure being shown on the diagram or plan of survey (deposited plan) as such, granted free of cost, and vested in that local government under Sections 152 and 167 of the <i>Planning and Development Act 2005</i> . (Local Government)
8	E3	Arrangements being made to the satisfaction of the Western Australian Planning Commission and to the specification of Western Power, for the provision of an electricity supply to the survey-strata lots shown on the approved plan of subdivision, which may include the provision of necessary service access rights either as an easement under Section 136C and Schedule 9A of the <i>Transfer of Land Act 1893</i> for the transmission of electricity by underground cable, or (in the case of approvals containing common property) via a portion of the common property suitable for consumer mains. (Western Power)
9	EN1	Prior to the commencement of subdivisional works a wetland management plan for Higgins Swamp is to be prepared and approved to ensure the protection and management of the sites environmental assets with satisfactory arrangements being made for the implementation of the approved plan. (Local Government)
10	R2	The proposed reserve(s) shown on the approved plan of subdivision being shown on the diagram or plan of survey (deposited plan) as reserve(s) for 'Parks and recreation' and vested in the Crown under Section 152 of the <i>Planning and Development Act 2005</i> , such land to be ceded free of cost and without any payment of compensation by the Crown. (Local Government)
11	T1	Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, to ensure that those lots not fronting an existing road are provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) are constructed and drained at the landowner/applicant's cost. As an alternative, and subject to the agreement of the Local Government the Western Australian Planning Commission (WAPC) is prepared to accept the landowner/applicant paying to the local government the cost of such road works as estimated by the local government and the local government providing formal assurance to the WAPC confirming that the works will be completed within a reasonable period as agreed by the WAPC. (Local Government)
12	T2	Engineering drawings and specifications are to be submitted and

**Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018**

		<p>approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications to ensure that:</p> <ul style="list-style-type: none"> a) street lighting is installed on all new subdivisional roads to the standards of the relevant licensed service provider and/or b) roads that have been designed to connect with existing or proposed roads abutting the subject land are coordinated so the road reserve location and width connect seamlessly and/or c) temporary turning areas are provided to those subdivisional roads that are subject to future extension, <p>to the satisfaction of the Western Australian Planning Commission. (Local Government)</p>
13	T3	<p>Engineering drawings and specifications are to be submitted, approved, and subdivisional works undertaken in accordance with the approved plan of subdivision, engineering drawings and specifications, for the provision of shared paths through and connecting to the application area to the satisfaction of the Western Australian Planning Commission. The approved shared paths are to be constructed by the landowner/applicant. (Local Government)</p>
14	T6	<p>The road widening reserve being set out on a separate diagram or plan of survey (deposited plan) and transferred free of cost to the Commissioner for Main Roads WA for road purposes and without any payment of compensation. (Main Roads WA)</p>
15	T11	<p>All local streets within the subdivision being truncated in accordance with the Western Australian Planning Commission's <i>DC 1.7 General Road Planning</i>. (Local Government)</p>
16	T16	<p>The proposed access way(s) being constructed and drained at the landowner/applicant cost to the specifications of the local government. (Local Government)</p>
17	T20	<p>Suitable arrangements being made with the local government for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision. (Local Government)</p>
18	T21	<p>Pursuant to Section 150 of the <i>Planning and Development Act 2005</i> and Division 3 of the <i>Planning and Development Regulations 2009</i> a covenant preventing vehicular access onto Warren Road being lodged on the certificate(s) of title of the proposed lot(s) at the full expense of the landowner/applicant. The covenant is to prevent access, to the benefit of the Shire of Nannup, in accordance with the plan dated September 2015 (attached) and the covenant is to specify:</p> <p>"No vehicular access is permitted to and from Warren Road."</p>

**Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018**

		(Local Government)
19	T22	The landowner entering into an agreement with the local government to ensure reciprocal rights of access over adjoining battle-axe access ways. (Local Government)
20	W1	Arrangements being made with the Water Corporation so that provision of a suitable water supply service will be available to the lot(s) shown on the approved plan of subdivision. (Water Corporation)
21	W2	Arrangements being made with the Water Corporation so that provision of a sewerage service will be available to the lot(s) shown on the approved plan of subdivision. (Water Corporation)
Advice		
A	Da1	Condition 3 has been imposed in accordance with <i>Better Urban Water Management Guidelines (WAPC 2008)</i> . Further guidance on the contents of urban water management plans is provided in ' <i>Urban Water Management Plans: Guidelines for preparing and complying with subdivision conditions</i> ' (Published by the then Department of Water, 2008).
B	Ena3	The landowner/applicant is advised that the Department of Water and Environmental Regulation has prepared dust control guidelines for development sites which outline the procedures for the preparation of dust management plans. The dust management plans are generally approved and their implementation overseen, by the Local Government. Further information on the guidelines can be obtained from the Department of Water and Environmental Regulation's website www.dwer.wa.gov.au under air quality publications.
C	Ra1	With regard to Condition 10, provisions of section 153 of the <i>Planning and Development Act 2005</i> provide that arrangements can be made, subject to further approval of the Western Australian Planning Commission, for a cash-in-lieu contribution by the landowner/applicant to the local government.
D	Ta2	The landowner/applicant and the local government are advised to refer to the Institute of Public Works Engineering Australia <i>Local Government Guidelines for Subdivisional Development</i> (current edition). The guidelines set out the minimum best practice requirements recommended for subdivision construction and granting clearance of engineering conditions imposed.
E		The subdivider is encouraged to install appropriate uniform fencing on the boundaries of all of the proposed lots.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.5
SUBJECT:	Request to extension for Reduced Rate on Town Hall Hire Fees
LOCATION/ADDRESS:	Nannup Town Hall
NAME OF APPLICANT:	Nannup Film Society
FILE REFERENCE:	ASS 5
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	18 June 2018
ATTACHMENT	12.5.1 – Letter from Nannup Film Society 12.5.2 – Email from Nannup Film Society

BACKGROUND:

Nannup Film Society are seeking Council's continued support to extending the current town hall hire fee reduction of 50% per session and include a 50% reduction of the newly proposed fees pertaining to the use of the gas heaters for the 2018/19 financial year.

COMMENT:

The Nannup Film Society is a not-for-profit, small; membership based film society, run by a committee of volunteers and as such, runs on a very low budget. The Society's primary aim are to promote and encourage interest in films, and to provide a means of bringing the community together on a regular basis in a spirit of goodwill, through the provision of a program of films for their membership.

Speaking with the Secretary, Davina Gibb, the Society is continually struggling to cover costs and run a number of fund raising initiatives such as sausage sizzles and wood raffles to help raise funds. The Society is not trying to make a profit, but just continue to provide an arts-based service to the community – this is only possible if the Society runs as a membership-based organisation, with non-theatrical license fees (reduced to \$80 plus the DVD purchase per session compared to \$150-300 per session).

During the October 2017 Council meeting Council resolved the following in support of a 50% fee reduction:

“17196 MELLEMA/FRASER

That whilst Council recognises the service that the Nannup Film Society provides to the Nannup community, it advises the Society that it is unable to accede to its requested reduction in Hall Hire Fees. However, to assist the society in continuing this service for the community and in recognition of its not-for-profit status, Council is prepared to approve a 50% per session reduction in the hire Fees for the financial year 2017/18 commencing from the Society’s next screening date following the October 2017 Council meeting.

CARRIED (8/0)”

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Policy BLD 1 – Relating to Use/Hire of Community Facilities

“Council will charge all hirers of its facilities as per its list of fees and charges which is reviewed annually in line with the budget.

Should a “not-for profit” community group/organisation seek the waiving of any fees and charges imposed for use/hire of a community facility, an application in writing is to be submitted and presented to Council for consideration.”

FINANCIAL IMPLICATIONS:

Loss of income in Hall Hire fees and fees relating to the use of the gas heaters within the Town Hall.

2018/19 proposed Fees and Charge;

Hall Hire	Per Session	\$70
Surcharge for Gas Heaters	Per Hour	\$5
Surcharge for Gas Heaters	Daily	\$40

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 continue to support the Nannup Film Society in the 2018/19 financial year and approve the following:

- a). continue the 50% per session reduction in Hall Hire Fees.
- b). provide a 50% reduction to the newly proposed fees for 2018/19 associated the use of the gas heaters in the Town Hall.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.6
SUBJECT:	WALGA Annual General Meeting – Voting Delegate Nominations
LOCATION/ADDRESS:	Not Applicable
NAME OF APPLICANT:	Western Australian Local Government Association
FILE REFERENCE:	DEP 14
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	18 June 2018

BACKGROUND:

Western Australian Local Government Association (WALGA) writes to advise that all Member Councils are entitled to be represented by two (2) voting delegates at the Annual General meeting of WALGA to be held at the Perth Convention Centre on **Wednesday, 1st August 2018**.

WALGA is therefore seeking the names of the voting delegates together with proxy voting delegates.

COMMENT:

WALGA seeks the above nominations in writing and only registered delegates or proxy registered delegates will be permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving officers.

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

RECOMMENDATION:

That Council nominates the Shire President and Cr Mellema as its Voting Delegates to the Western Australia Local Government Association Annual General meeting to be on Wednesday 1 August 2018 with Cr Steer and _____ being appointed as the proxy delegates.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.7
SUBJECT:	Support the Friends of Community House in their external grant application
LOCATION/ADDRESS:	Community House – 2 Brockman Street, Nannup
NAME OF APPLICANT:	Friends of Community House
FILE REFERENCE:	RAT 9
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	18 June 2018

BACKGROUND:

Friends of Community House comprises of the Country Women’s Association, Nannup Craft Group, Community Op Shop and Jam Ladies. This collective group are investigating the viability of renovating the Community House and pursuing potential external funding and are seeking Shire support in this endeavour.

COMMENT:

A meeting was held with Council Officers earlier in the year to discuss maintenance issues with the Community House at 2 Brockman Street, Nannup.

During this meeting the Group requested alterations to the building in order to make the spaces more useable. It was mentioned at this time that the Community House was deemed by the Shire as a “disposable asset”. What this meant was that under the Shire’s Asset Management Framework the asset was classified as ‘disposable’ and did not fit under the classifications of ‘core’ or ‘non-core’. Therefore, only critical maintenance will be performed on the building (i.e electrical, plumbing structural repairs).

As a result, the Group have been looking at the viability of performing renovation works through external funding. The CEO held discussions with the Co-Ordinator of the Group and received clarification that the Group is exploring the possibility of seeking external grant funding to perform renovations to the building including but not limited to re-stumping, removal of wall and the replacement of the ceiling to improve the usability of the building. The Group is not seeking financial support from Council however is seeking permission to undertake the potential works and be provided support in the grant application, receiving of funds, project management and acquitting funds.

The extent of the renovations will be determined at the time of the grant application submission and Council will be kept informed.

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 Council endorse the following;

- a). authorise the CEO to write a letter of support to the Friends of Community House illustrating Council's support to an external funding application relating to the renovation works at Community House.
- b). authorise the CEO in conjunction with the Shire President to review and approve on the behalf of Council the extent of the works to be performed before a grant application is submitted.
- c). that Council staff assist the Friends of Community House in the writing of the grant application, receiving of funds, project management and acquitting the funds at the completion of the project.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.8
SUBJECT:	Nannup Visitor Centre Service Agreement
LOCATION/ADDRESS:	Warren Road and Forrest Street, Nannup
NAME OF APPLICANT:	A Taste of Nannup
FILE REFERENCE:	RAT 9
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	18 June 2018

BACKGROUND:

Mrs Heather Walford on behalf of the owners of “A Taste of Nannup” has written to Council requesting to be advised whether the Nannup Visitor Centre Service Agreement will be renewed in 2018/19 financial year. The Agreement was extended in February 2018 until June 2018 per the following Council resolution:

“18036 STEVENSEN/LONGMORE

That Council advises the proprietors of “A taste of Nannup” that it is prepared to consider the following in respect to the provision of Visitor Services beyond June 2018. –

- 1. That Council, dependent upon the outcomes of the Local Tourism Organisation development and potential establishment from 1 July 2018, is prepared to consider entering into a further 12-month extension of the Agreement for the provision of Visitor Services with the same conditions and remuneration as previously supplied; and***
- 2. That following the above developments in respect to the outcomes of the LTO’s potential establishment and its viability in respect to the future delivery of visitor services for the region, and the financial capabilities of the Shire to Nannup to commit to the LTO’s ongoing cost structure, Council will then consider whether to re-tender for the provision of Visitor Services in Nannup or continue with “A Taste of Nannup” to provide these services for an extended period.***

CARRIED (8/0)”

COMMENT:

The Local Tourism Organisation is progressing with the Blackwood Alliance of Councils recently appointing an interim board at the meeting held on the 11th of

June 2018. The intent of the interim board is to call for nominations and establish a permanent board. The permanent board will then seek to appoint an executive officer with the aim to launch the Local Tourism Organisation in January 2020. At this point it would be untimely for Council to re-tender for the provision of Visitor Services in Nannup based on the current LTO developments and anticipated launch date in January 2020 (18 months). It would also be beneficial to add more qualitative and quantitative measures to be reported against within the 6-monthly report provided to Council.

The current contract expired on 31 May 2018, it is proposed that this contract be brought into line with the financial years for budgeting purposes.

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

\$12,500 has been included within the draft 2018/19 Annual Budget.

STRATEGIC IMPLICATIONS:

Shire of Nannup Strategic Community Plan 2017–2027

Our Economy

Strategy 2.2 Tourism /Recreation – Support the provision of a Visitor Centre Service and work with Warren Blackwood Alliance of Councils in the establishment of a Local Tourism Organisation or alternative structure in the delivery of Visitor Services.

RECOMMENDATION

That Council;

Authorise the Chief Executive Officer to make a payment of \$833.33 plus GST to bring the contract into alignment with the financial years.

b) Advise the proprietors of “A Taste of Nannup” that it is committed to a further one (1) year agreement until 30 June 2019 for visitor services and that at this stage it is reluctant to commit to an extension of the agreement based on the LTO being launched.

c). Authorise the Chief Executive Officer in conjunction with the Shire President to include further qualitative and quantitative measures in the Agreement to be reported against by “The taste of Nannup”.

d). Authorise the Chief Executive Officer to sign the extension of the Visitor Centre Service Agreement for a one (1) year period commencing 1 July 2018.

VOTING REQUIREMENTS:

Simple Majority

Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018

AGENDA NUMBER:	12.9
SUBJECT:	Acceptance of Department of Local Government, Sport and Cultural Industries grant
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC60
AUTHOR:	Louise Stokes – Economic & Community Development Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	11 June 2018
ATTACHMENTS:	12.9.1 - Letter of Acknowledgement

BACKGROUND:

Funding acknowledgement has been received of \$10,000 + GST from the Department of Local Government, Sport and Cultural Industries through the Department of Sport and Recreation's Flagship program. As this funding is over \$5,000, Council is required to accept the funding as per policy FNC6.

Each year the Department of Sport and Recreation has a pool of funds that they can assign to projects that align with their strategic focus. In consultation with Council Officers at a meeting in Nannup with the Regional Managers the funding was offered as a 12 month Recreation Centre activation project.

COMMENT:

Council has applied unsuccessfully over the past two years for recreation activation grants; hence this opportunity to partner with the Department of Local Government, Sport and Cultural Industries was appreciated.

The project is targeted to all of community with a range of recreation, cultural and physical activity workshops offered at the Recreation Precinct from July 2018 to June 2019. Community facilitators and trainers will be contracted to manage the programs, with an allocation of 120 hours to an external Project Officer.

The total project value is \$50,805.00 with a Council cash contribution of \$10,000.00 and in kind contribution of \$3,033.00. The balance of funds will be sought from external grants, in kind contributions and participant fees.

As the funds had to be drawn down from the Department prior to June 30th 2018 the grant agreement has been signed prior to the Council meeting with consent from the Shire President.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

\$10,000.00 cash contribution in the 2018/19 budget plus \$3,033.00 in kind (Officers hours and insurance)

STRATEGIC IMPLICATIONS:

Strategic Community Plan 2017 -2027

1.1 All of Us / Who we are:

We will retain pride in being a small but friendly town that is a welcoming place to live and full of wonderful people

RECOMMENDATION

That Council accept the grant of \$10,000.00 + GST from the Department of Local Government, Sport and Cultural Industries for the Recreation Precinct Activation program.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.10
SUBJECT:	Acceptance of Department of Industry, Innovation and Science grant
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC6
AUTHOR:	Louise Stokes – Economic & Community Development Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	11 June 2018
ATTACHMENTS:	12.10.1 - Letter of Acknowledgement

BACKGROUND:

Funding acknowledgement has been received of \$13,910.00 + GST from the Department of Industry, Innovation and Science through Round two of the Safer Communities Fund. As this funding is over \$5,000, Council is required to accept the funding as per policy FNC6.

COMMENT:

CCTV cameras will be installed around the Recreation Centre function centre to increase public safety around the facility and to deter crime and anti-social behaviour.

The total project value is \$15,301.00 with a Council cash contribution of \$1,400.00 from the 2017/18 budget.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

\$1,400.00 cash contribution in the 2017/18 budget

STRATEGIC IMPLICATIONS:

Strategic Community Plan 2017 -2027

3.1 Our Shire and Streetscape:

Keep the charm and fabric of our unique shire and upgrade the amenity

RECOMMENDATION

That Council accept the grant of \$13,900.00 + GST from the Department of Industry, Innovation and Science for the installation of CCTV cameras around the Recreation Centre and Function Room.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.11
SUBJECT:	Youth Supervision Policy
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	WLF 2
AUTHOR:	Louise Stokes – Economic & Community Development Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	11 June 2018
ATTACHMENTS:	12.11.1 - Draft Youth Supervision Policy

BACKGROUND:

A youth supervisory issue has arisen in a nearby Council which has brought to the attention of staff that the current levels of supervision at Nannup youth activities are inadequate.

Consultation and research with similar size Shires has been undertaken to ensure that Council addresses its risk to both supervisors and participants of youth activities.

COMMENT:

There are no statutory requirements for supervision of community based youth activities and research has determined that policies are different in each Council, dependant on the community socio-demographics and available resources.

This policy has been developed to ensure that the current community based model of providing youth activities is sustainable whilst acknowledging that greater costs will be incurred to hosting activities in Nannup.

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

The Youth Supervision Policy is incorporated into the Shire of Nannup Policy Manual.

FINANCIAL IMPLICATIONS:

Additional resourcing required, to be sourced through annual budgets or external grants as opportunities arise.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2017-2027

1.1 All of Us / Who we are:

We will retain pride in being a small but friendly town that is a welcoming place to live and full of wonderful people: promote a safe, healthy and connected town.

RECOMMENDATION:

That Council adopts the Youth Supervision Policy and incorporates this into the Shire of Nannup Policy Manual.

VOTING REQUIREMENTS:

Simple Majority

WORKS & SERVICES

AGENDA NUMBER:	12.12
SUBJECT:	Nannup Main Street Redevelopment Stage 3
LOCATION/ADDRESS:	Shire of Nannup – Vasse Highway (Warren Road)
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	WRK 33
AUTHOR:	Jonathan Jones – Manager Infrastructure
REPORTING OFFICER:	Jonathan Jones – Manager Infrastructure
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	18 June 2018

BACKGROUND:

The 2017/18 Financial Year (FY) Main Street Redevelopment Project Stage 3 is a continuation of the Main Street Stage 1 and 2 Redevelopment already completed in the 2015/16 and 2016/17 financial year.

The project is located on Vasse Highway (Warren Road) through the Nannup town site. The section identified in this project is both sides of the road from Cross Street to Kearney Street, approximately 210 metres.

COMMENT:

The continuation of the project carried on the upgrade already completed as in Stage 1 and 2 improving both the on-street and off-street parking facilities; upgrading drainage, kerbing and footpaths; improve pedestrian safety, the movement of vehicles and enhance and beautify the main street.

Main Roads WA asked that additional works be carried out beyond that originally intended or described in the original plans and that budgeted for in 2017/18 FY.

Additional works include raised 75mm kerbing which would allow the possible relaying of asphalt by Main Roads WA and the Shire of Nannup, an additional 30 metres of Drainage with one extra Gully Pit and Drainage Grate and the construction of a 40 metre x 1 metre x 150mm thick reinforced concrete backing behind kerb to allow trucks to mount the kerb when turning into Kearney Street.

Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018

This extra work has increased the total expenditure for this project beyond the allowed budget. Initial budgeted income and expenses for this project are as follows:

Income:	\$
Main Roads Contribution	\$ 110,000
Reserve Contribution	\$ 98,590
Rates Contribution	\$ 10,000
Total Income Budgeted	\$ 218,590
Expenses	
Wages	
Wages overheads	
Plant operations costs	
Plant depreciation	
Construction - Materials & Contracts	\$(218,590)

Current breakdown of actual costs is as follows:

Income:	\$
Main Roads Contribution	0
Reserve Contribution	98,590
Rates Contribution	10,000
Total Income to date	108,590
Expenses	
Wages	(14,034)
Wages overheads	(10,207)
Plant operations costs	(5,272)
Plant depreciation	0
Construction - Materials & Contracts	(204,458)
Total Expenses to date:	(233,971)

From the tables above Council will note that there is an overspend of \$125,381. It is expected that the budgeted main Roads contribution will be received in full which will result in total overspend, based on expenses to date of \$15,381.

Within the current Main Street Reserve account there remains a balance of \$19,855 once budgeted contributions have been transferred. Officer recommendation is that this balance be used to cover both current overspend and any overspend incurred as a result of complying with additional works requested by Main Roads Australia.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

An additional reserve contribution of up to \$19,855 to cover all additional overspends required in order to complete Stage 3 of the Main Street Project to Main Roads specifications.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2013 - 2023

RECOMMENDATION:

That Council releases an additional contribution of up to \$19,855 as a result of overspends required in order to complete Stage 3 of the Main Street Project to Main Roads specifications from the Main Street Reserve Fund.

VOTING REQUIREMENTS:

Absolute Majority

AGENDA NUMBER:	12.13
SUBJECT:	Balingup Road Blackspot Expenditure
LOCATION/ADDRESS:	Shire of Nannup – Balingup Road 9 to 13km
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	WRK 32
AUTHOR:	Jonathan Jones – Manager Infrastructure
REPORTING OFFICER:	Jonathan Jones – Manager Infrastructure
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	18 June 2018

BACKGROUND:

A successful application for Black Spot funds in 2016 allowed improvement works to be carried out on a section of Balingup Road in the 2017/18 Financial Year. The Blackspot improvement works is an Australian Government Black Spot Program and is fully funded by the Federal Government.

The project was located between the 9.00 and 13.00 kilometre section on Balingup Road with the Treatment Proposal in the application to remove identified dangerous trees plus removal of other obstructions from the clear zone along the entire route, reinstate gravel shoulder where required install delineation and advisory signs on bends.

COMMENT:

The project was carried out utilising both contractors and Council Works Department staff to achieve the treatment as described involved not only the removal and pollarding of trees, but widening of drainage culverts, replacement of headwalls, widening of shoulders, reinstatement of the bitumen edges and replacement kerbing.

It was intended to carry out bitumen resurfacing where necessary but as this was not included in the original treatment proposal in the application it was subsequently not allowed to be carried out.

The work completed achieved the desired result described in the treatment proposal but did not spend the entire funds available.

The original grant funding was for the amount of \$550,000. These funds needed to be fully expended as at 30 June 2018. The finalised expenditure to date is \$516,946. Therefore there will be an estimated underspend of \$33,054. The result

of this underspend is that Council will not receive this portion of the funded monies for the 2017/18 Financial Year.

Council has already claimed \$440,000 with the final payment of \$76,946 due to be claimed by the end of June 2018.

The Manager Infrastructure has forwarded an invoice to Main Roads WA for this Final Claim.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

A budget shortfall within 2017/18 as a result of Grant revenue of \$33,054 not being able to be claimed.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

1. That Council recognises the under spend of \$33054 of the Balingup Blackspot Program of works funds and that this portion of monies cannot be claimed.
2. That Council accepts the payment of \$76946 as the final claim for the 2017/18 Financial Year Balingup Blackspot Program of works

VOTING REQUIREMENTS:

Absolute Majority

FINANCE & ADMINISTRATION

AGENDA NUMBER:	12.14
SUBJECT:	Budget Monitoring – May 2018
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Robin Lorkiewicz – Corporate Services Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	21 June 2018
ATTACHMENT:	Financial Statements for the period ending 31 May 2018

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 12.14.1.

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 period(s) ending 31 May 2018 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 2017/18.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

Monthly Financial Statements for the period ending 31 May 2018 be received.

VOTING REQUIREMENTS:

Simple Majority.

Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018

AGENDA NUMBER:	12.15
SUBJECT:	Monthly Accounts for Payment - May 2018
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Robin Lorkiewicz –Corporate Services Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT	21 June 2018
ATTACHMENT:	12.15.1: Accounts for Payment – May 2018

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 May 2018 to 31 May 2018 as detailed hereunder and noted on the attached schedule, are submitted to Council.

COMMENT:

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

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

Municipal Account

Accounts paid by EFT	10519 – 10605	116,482.64
Accounts paid by cheque	20273 – 20285	12,885.77
Accounts paid by Direct Debit	DD10137.1 – DD10161.10	41,899.99
<i>Sub Total Municipal Account</i>		\$171,789.85

Trust Account

Accounts paid by EFT	10567 – 10568	521.45
Accounts Paid by cheque		0.00
<i>Sub Total Trust Account</i>		\$521.45
Total Payments		\$171,789.85

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 \$171,789.85 1 May 2018 to 31 May 2018 in the attached schedule be endorsed.

VOTING REQUIREMENTS:

Simple Majority

AGENDA NUMBER:	12.16
SUBJECT:	2018/19 Budget Adoption
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC 3
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	21 June 2018
ATTACHMENTS:	12.16.1 - Budget Schedules 2018/19 12.16.2 - Fees & Charges 2018/19

BACKGROUND:

The 2018/19 Budget is presented to Council for adoption and setting of rating levels. This recommended budget is the product of numerous budget workshops completed by both Councillors and staff members. These workshops have examined all areas of committed and uncommitted income and expenditure and the output from this process provided guidance to officers on which items should be included or excluded from the final budget submission for 2018/19.

COMMENT:

Budget Assumptions

In compiling the base budget an assessment of probable levels of inflation and interest rates has been taken. Reasonable account has been taken of known or anticipated price increases and other committed expenditure. Inflation of 2.0% has been added to the base level of expenditure where confirmed price increases are not known.

Council has a degree of control over the main areas of uncertainty in the budget and should therefore be able to moderate its exposure to significant variations through the decisions taken during the budget process. However, the unpredictability of many of the factors influencing the Council's budget remains a risk and this is addressed through prudent estimates.

There are three major factors affecting the revenue budget:

- (a) The base budget for 2018/19 includes income from fees and charges of approximately \$421,204 however these are not guaranteed revenue streams.
- (b) Council receives income from investment interest. Interest rates are fluid and can fluctuate. In this regard Council has no control over actual income received through investment interest. For the 2018/19 period, an analysis has been undertaken based on current year interest received. As it is proposed that 50% of Federal Assistance Grants will be received within the current year it is feasible to assume that the following year interest will be similar. Included within the current budget is an amount of \$16,000 based on this analogy.
- (c) Council does not maintain a general level of working balances which can absorb unexpected fluctuations in its income and expenditure. In the event that there are significant adverse variations during the year money would need to be released from other earmarked reserves to cover any shortfall.

In the light of the assumptions made in compiling these estimates and reflected in the recommendation it is considered that the budget as presented is sufficient to meet the liabilities facing the Council during 2018/19.

Changes to the Base Budget

Initially, at the beginning of the budgeting workshops Council looked at the cost of carrying out the same level of activity as in 2017/18. After taking into account the costs associated with the removal of capital grant income and including inflationary increases for this financial year the base budget income required increased significantly to an increase that could not be considered feasible. As a result, there have been considerable cuts to the operational budget in order to arrive at a more palatable budget increase from previous year.

Significantly, Reserve contributions for the upcoming year have been withheld from the draft budget.

Overall, within the budget for 2018/19 there have been savings made wherever possible. Taking all factors into consideration there is a net committed increase of 6.50%. All items that have been considered within the budgetary workshops for inclusion as well as items considered but not included are summarised in Attachment 4.

Reserves

The budget process provides an opportunity for Council to assess the adequacy of its reserves. Council maintains a number of Reserves set up for specific purposes. The table in Attachment 2 details the Reserve position as reflected in the recommended budget.

While it is always considered important to be including Reserve contributions within a financial budget, given the particularly tight income streams currently available to the Shire of Nannup it is considered that a 12-month hiatus from these

contributions is sustainable. The issue for Council will be in ensuring that this does not become the norm. If Reserve contributions are not resumed in upcoming financial periods, there is a danger that when contributions are required from these reserves (to ensure our Assets are well maintained and capital projects completed) there will be insufficient funds to proceed.

Funding Corporate Priorities

Funding priorities for the 2018/19 year were analysed within the budget workshops. Priorities identified during this process include:

Increased legislative requirements have been included within this budget the following amounts will be used for this purpose:

- Annual Auditing Costs - \$25,000
- Other auditing requirements - \$ 8,500
- Integrated Planning requirements - \$12,000
- Regulation 17 Review - \$ 8,500
\$54,000

Biosecurity was an area that was again considered within the 2018/19 budget. This was particularly relevant with the recent request for the Shire of Nannup to be included within the State Government's Declared Pest Rate Levy. While the consensus from ratepayers who responded to Council's survey was that overall respondents did not wish to be included in this initiative, there still is a need to look at Biosecurity for our local government. Council has included a figure of \$3,000 for this purpose to go towards the Feral Pig Eradication Program.

The refurbishment of the Recreation Centre change rooms has been included in this budget. The current change rooms are dated and detract from groups using these facilities. Funding opportunities are currently being explored to help source the funding required to complete these works. Should this funding not be available the refurbishment will be held over until funding can be sourced. Council contribution will be from an Asset Management contribution of \$50,000.

There were numerous Community group requests for contributions to ensure that their service could be continued these have all been considered on a case by case basis and wherever possible funding to continue to support these groups has been included within the budget. These are shown within Attachment 3.

There was also a request from the Nannup Music Club for a Self-Supporting Loan to enable this club to purchase their own premises. Council considered this request and at the April 2018 Ordinary Council Meeting and endorsed the following:

18073 STEVENSON/LONGMORE

That Council endorse and pursue the application for a self-supporting loan on behalf of the Nannup Music Festival Inc. for the sum of \$350,000 on the following conditions:

- 1. The loan period is for a 10-year period;***
- 2. All costs associated with the setup of both the loan and legal agreement surrounding this loan are recoverable expenses recoverable from the Nannup Music Festival Inc.;***
- 3. That a condition of the loan be that a term deposit be held and proof of this term deposit be given to the Shire of Nannup for the amount of \$22,000 or total amount of 6 months' repayments of the loan, whichever is the greater;***
- 4. That the implications of this loan application be included within the Annual Budget for the 2018/19 financial year.***
- 5. That Council authorise the CEO to implement necessary conditions to ensure security for the loan over assets owned by NMF.***

CARRIED BY ABSOLUTE MAJORITY (7/0)

On the proviso that all of the conditions shown above are met, there is a budgetary item to support this loan. Actual impact of this loan on Council will be nil as a result of Point 2 above.

Waste management is a topic that is particularly relevant both nationally and globally in today's climate. There continues to be a lot of concern about how waste management is conducted and what will happen in the future with this waste material. The Shire of Nannup has, for a number of years, sub-contracted out the provision of this service provided at the waste management facility. This contract is due for review and/or renewal as at 1 October 2018. After considerable debate, Council has decided that for the 2018/19 year this service will be taken back to become an internally run facility. It is hoped that by doing this Council will be better placed to understand the true costs associated with providing this service as well as having a better understanding of the site lifespan and the maintenance costs and income streams.

An Economic Feasibility Study of the Scott River area is being commissioned as a joint project between Augusta Margaret River and the Shire of Nannup. The aim of this project is to gain a better understanding of the infrastructure requirements of this region moving forward. Within the 2018/19 budget an amount of \$5,000 has been included as Council's contribution.

A number of smaller items are included in the proposed budget to support existing council services and details of all the proposed changes to the budget are set out in the attachment. After taking these requests into account the overall increase in the budget is 6.50%.

Prospects for the Future

The revised model underpinning the Long Term Financial Plan (LTFP) demonstrated that rates would need to increase by 6.50% in 2018/19. It is anticipated that further increases will be required annually if the Shire of Nannup is to become fully sustainable without the dependence on external capital grant funding. The actual level of increase will continue to be monitored and adjusted wherever possible. All projections are made with the assumption that current levels of Federal and State funding for our Roads Programs and Financial Assistance Grants remain as expected.

Conclusion

The proposed rate requirement is \$1,695,348, an increase of 6.50% on 2017/18. The budget presented for adoption overall assumes a balanced budget, with a surplus brought forward of approximately \$799,634. This surplus has been included within the budget for 2018/19 to offset total budgetary requirements. It is made up of budgeted items brought forward (to be completed within the upcoming period), savings made wherever possible and the early payment of grant funding. A full breakdown of this surplus is included within Attachment 5.

Current predictions of actual outcomes for the current year suggest that there may be modest savings above that currently shown within our draft budget. The final surplus figure brought forward will not be known until the Annual Financial Statements have been completed and audited by our external auditors. The reason for the uncertainty is as a result of actual spending for the current year still occurring and outstanding purchase orders that will be completed within this timeframe. As with all other unknown outcomes at this point, any savings identified will be included within the budget review process. It is Officer recommendation that should savings above those known come to fruition that these savings be placed in to our Reserve accounts.

The proposed 2018/19 budget is considered, after taking all the above factors into account, sufficient to meet the liabilities facing the Council during 2018/19.

STATUTORY ENVIRONMENT:

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Section 6.2 of the Local Government Act 1995 stipulates that no later than 31 August each financial year or such extended time as the Minister allows each local government is to prepare and adopt by absolute majority in the form and manner prescribed a budget for its municipal fund for the financial year ending on the next following 30 June.

POLICY IMPLICATIONS:

None.

FINANCIAL IMPLICATIONS:

A rate requirement for 2018/19 of \$1,695,348.

STRATEGIC IMPLICATIONS:

The adoption of the proposed 2018/19 budget is the cornerstone of developing the long term financial sustainability of the Shire.

VOTING REQUIREMENTS:

Simple Majority

RECOMMENDATION:

That the following proposed recommendations be endorsed by Council at its Ordinary Meeting of Council on the 28 June 2018.

RECOMMENDATION:

That the following proposed recommendations be endorsed by Council:

Recommendation One – Rate in the Dollar and Minimum rates applied:

That Council impose the following Rates & Charges

Rate Type	Minimum Rate in \$	Rate in \$	Yield
GRV	\$928	0.086979	887,553
UV	\$1,118	0.004534	807,872
			\$1,695,425

Voting Requirements:

Absolute Majority

Recommendation Two – Dates for payments in full and by instalments

Pursuant to Section 6.45 of the Local Government Act 1995 and regulations 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for payment in full by instalments:

- Full Payment and 1st instalment due: 17/08/2018
- 2nd Quarterly Instalment due 19/10/2018
- 3rd Quarterly Instalment due 19/12/2018
- 4th Quarterly Instalment Due 19/02/2019

Voting Requirements:

Absolute Majority

Recommendation Three – Interest and Penalties

- Council charge an 11% penalty charge per annum, calculated by simple interest on rates paid after the 35th day of service of the rates notice in accordance with the Local Government Act 1995;
- Council charge a \$5 Administration Fee per remittance notice, per instalment, for rates levied in the 2018/19 financial year in accordance with the Local Government Act 1995;
- Council charge a 5.5% interest charge per annum, calculated by simple interest on instalment payments for rates levied in the 2018/19 financial year in accordance with the Local Government Act 1995;

- Council charge a 5.4% interest charge per annum, calculated by simple interest on deferred rates held after 1 July 2018 in accordance with the requirements stipulated by the Office of State revenue.

Voting Requirements:

Absolute Majority

Recommendation Four – Waste Management Levy

1. That Council set the following rate under S66 of the Waste Avoidance and Resource Recovery Act 2007 to cover costs associated with management of the Waste Management Facility for 2018/19:

	Rate in the Dollar	Minimum Rate
GRV	0.000324	\$77
UV	0.000082	\$77

Voting Requirements: Absolute Majority

Voting Requirements:

Absolute Majority

Recommendation Five – Rubbish Service Charges:

That Council set rubbish service charges at \$250 per service for the 2018/19 year and recycling service charge at \$150.00 per service for the 2018/19 year for all users within the Shire of Nannup.

Voting Requirements:

Absolute Majority

Recommendation Six – Fees & Charges:

That Council adopts the 2018/19 Shire of Nannup Schedule of Fees and Charges as per Attachment 2.

Voting Requirements:

Absolute Majority

Recommendation Seven – Elected Members Fees and Allowances for 2018/19

1. Pursuant to Section 5.99 of the Local Government Act 1995 and Regulations 34 of the Local Government (Administration) Regulations 1996, Council adopts the following sitting fees for individual meeting attendance:
 - a. Shire President \$150 per Council meeting
 - b. Shire President \$65 per Committee meeting
 - c. Councillors \$130 per Council meeting
 - d. Councillors \$65 per Committee meeting

2. Pursuant to Section 5.99A of the Local Government Act 1995 and regulation 34A and 34AA of the Local Government (Administration) Regulations 1996, Council adopts the following annual allowances for elected members:

a. Travel Allowance

Regular Car	Cents / Km
Up To 1600cc	0.51
1601cc – 2600cc	0.654
Over 2600 Cc	0.91

- a. IT Allowance \$1,300 per annum

3. Pursuant to Section 5.98(5) of the Local Government Act 1995 and Regulation 33 of the Local Government (Administration) Regulations 1996, Council adopts the following annual Local Government Allowance to be paid in addition to the meeting attendance fees:

- a. Shire President \$8,000
- b. Deputy Shire President \$2,000

Voting Requirements:

Absolute Majority

Recommendation Eight – Statutory Compliance:

That Council confirms that it is well satisfied with the services and facilities it provides. Council will continue to:

- a) Integrate and co-ordinate, as far as practicable, with any provided by the Commonwealth, State or any other public body;
- b) Will not duplicate, to an extent that the Local Government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private and;
- c) Be managed efficiently and effectively.

In accordance with Section 3.18(3) of the Local Government Act 1995.

Voting Requirements:

Absolute Majority

Recommendation Nine – Material Variance Reporting 2018/19:

In accordance with Regulation 34(5) of the Local Government Financial Management Regulations 1996 and AASB 1031 Materiality, the level to be used in statements of financial activity in 2018/19 for reporting material variances shall be +/- 10% or \$30,000, whichever is greater.

Voting Requirements:

Absolute Majority

Recommendation Eleven – Reserve Name Change

That Council changes the current Long Service Leave Reserve fund name to Leave Reserve Fund to more correctly reflect the purpose for this reserve fund.

Voting Requirements:

Absolute Majority

Recommendation Twelve – Budget Document:

That Council adopt the 2018/19 Shire of Nannup budget as presented. Financial implications being a cash budget inflow of \$1,695,425 and represents a 6.50% increase from previous year.

Voting Requirements:

Absolute Majority

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

13.1 OFFICERS

13.2 ELECTED MEMBERS

14. MEETING CLOSED TO THE PUBLIC

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

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

17. CLOSURE OF MEETING



Agenda Attachments

Item	Attach	Title
8.1		Shire of Nannup Ordinary Council Meeting Minutes – 24May 2018
8.2		Shire of Nannup Special Council Meeting – 21 June 2018
9.1		Shire of Nannup Risk Management Committee
9.2		Business Initiative Group Nannup (BIG N)
12.1	1	Register of Delegated Development Approvals
12.2	1	Letter from Department of Planning, Lands and Heritage
	2	<i>State Planning Policy 2.5 Rural Subdivision and Development Control Policy 3.4 Subdivision of Rural Land</i>
	3	Extract from Local Planning Scheme No.3
	4	Submission
12.3	1	Development plans from applicant
	2	Location map
	3	Extract of Planning and Development (Local Planning Schemes) Regulations 2015
	4	Submissions
	5	Response to submissions from applicant
12.4	1	Location map

**Shire of Nannup
Ordinary Council Meeting Agenda: 28 June 2018**

	2	Cadastral map of locality
	3	Survey-Strata Subdivision Plan
	4	Planning report from applicant
	5	Endorsed Higgins Swamp Detailed Structure Plan A
	6	Part 1 Implementation from endorsed Higgins Swamp Detailed Structure Plan A
12.5	1	Letter from Nannup Film Society
	2	Email from Nannup Film Society
12.9		Letter of Acknowledgement
12.10		Letter of Acknowledgement
12.11		Draft Youth Supervision Policy
12.14	1	Financial Statements for the period ending 31 May 2018
12.15	1	Accounts for Payment – May 2018
12.16	1	Budget Schedules 2018/19
	2	Fees & Charges 2018/19