



Minutes

Council Meeting held Thursday 26 July 2018

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Contents

Item	Minute	Title	Page
1		Declaration of Opening	1
2		Record of Attendance/Apologies/Leave of Absence/Visitors (Previously Approved)	1
3		Response to Previous Public Questions Taken on Notice	1
4		Public Question Time	2
5	18123	Application for Leave of Absence	6
6		Petitions/Deputations/Presentations	6
7		Declarations of Interest	6
8		Confirmation of Minutes of Previous Meetings	7
8.1	18124	Confirmation of Previous Ordinary Council Meeting Minutes	7
9		Minutes Of Council Committees	7
9.1	18126	Receive the Minutes of WALGA South West Zone	
10		Announcements By Presiding Member Without Discussion	7
11		Reports By Members Attending Committees	7
12		Reports of Officers	7
12.4	18125	Proposed Telstra Telecommunications Infrastructure	10
12.1	18127	Delegated Planning Decisions for June 2018	23

12.2	18128	Amendment No.20 to the Shire of Nannup Local Planning Scheme No. 3	25
12.3	18129	Proposed partial closure of the old East Nannup Road reserve adjoining Lots 11184 & 11185 Hayes Road, East Nannup	33
12.5	18130	Request for Shire of Nannup to Meet Dedication Costs (Poison Swamp Road)	37
12.6	18131	Stop Puppy Farming	42
12.7	18132	Regional Waste Project	45
12.8	18133	Acceptance of Department of Local Government, Sport and Cultural Industries Grant	48
12.9	18134	Request For Financial Assistance - Cleanaway	50
12.10	18135	Monthly Accounts for Payment - June 2018	53
13		New Business Of An Urgent Nature Introduced By Decision Of Meeting	55
14		Meeting Closed To The Public	55
15		Elected Members Motions Of Which Previous Notice Has Been Given	55
15.1	18136	Perks Road Precinct Tourism Development Potential	55
15.2	18137	AirBnB Policy Development	55
16		Question By Members Of Which Due Notice Has Been Given	55
17		Closure Of Meeting	55

Minutes

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4.30pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

(previously approved)

ATTENDANCE:

Councillors: T Dean, R Mellema, V Hansen, P Fraser C Buckland, R Longmore, N Steer and C Stevenson.

David Taylor – Chief Executive Officer
Tracie Bishop – Manager Corporate Services
Jane Buckland – Development Services Officer

APOLOGIES:

Jon Jones – Manager Infrastructure

LEAVE OF ABSENCE:

Nil

VISITORS:

Len Gilchrist, Alison Blizard, Mark Blizard, Peter Watt, Rita Stallard, Julie Kay, Kerri Firth, Marie Jeffrey, Beth Crouch, David Longbottom, Ian Gibb, Michael Blackburn, Neville Hamilton, Rick Bruce, Matthew Fletcher, Reece Watt, Ray Fitzgerald.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Mr Len Gilchrist – Lot 35 Blackwood River Drive

Q 1 My question is to the CEO through the Chair. Is that alright?

Shire President:

A1: Go ahead with it.

Mr Gilchrist:

Q2: Is it true that the Council have not paid some contractors for quite a long time; and there is no money in the bank?

A2: The Shire President advised Mr Gilchrist if he could let Council know which contractor/s he was referring to. Mr Gilchrist responded that no; he wouldn't let Council know which contractor/s he was referring to. The Shire President informed Mr Gilchrist that it was too general a question and without more detail Council would find it difficult to answer his question.

Mr Gilchrist:

Q3: Is it true that there is no money in the bank and contractors haven't been paid? This is question to the CEO, Mr President; and I went through the Chair.

Shire President:

A3: Mr Gilchrist, I am the Chairing this meeting; I will determine that. Can you put in writing the name of the contractor/s who haven't been paid and we will get back to you..

Q4: Also, last meeting at the rate payers I had the door shut in my face. I asked Cr Buckland if I could come in; he said yes. I then asked Cr Fraser if I could come in to this room; she said yes. I asked the CEO to ask "her" and I've just asked "her" did he speak to you and "she" said no. Can you please explain to me why you didn't ask her?

Shire President:

A4: I rule that out of order; that's not a question about Council business.

Mr Gilchrist:

Q5: That is a question I'd like answered; thank you.

Shire President:

A5: I rule it out of order.

Mr Gilchrist:

Q6: Why?

Shire President:

A6: It's not Council business.

Mr Gilchrist:

Q7: It was a rate payers meeting.

Shire President:

A7: Next question Mr Gilchrist.

Mr Gilchrist:

Q8: I'll just let you know that you're on file too. And the police do know about you. And I went to Perth in the week and spoke to the politicians.

Shire President:

A8: I'm glad they know about me.

Mrs Rita Stallard – East Nannup Road

Q 1(i) A question relating to the previous minutes about refurbishment of the change rooms at the Rec Centre. What does that involve please?

Shire President:

A1(i): I will pass that to the Chief Executive Officer

CEO:

A1(ii): The refurbishment at the change rooms was an upgrade of those change rooms to make them more usable than they currently are.

Mrs Stallard:

Q1(ii): Does that mean they will be enlarged.

CEO:

A1(iii): No they are not going to be enlarged. Just upgraded internally. So new tiles, new fittings; basically a cosmetic fit out only.

Mrs Stallard:

Q1(iii): Mr President are we talking about the Rec Centre where basketball is played, those change rooms?

Shire President:

A1(iv): Yes

Mrs Stallard:

Q1(iv) Are you aware that within the toilets at this facility you can only turn around between the bench and the toilet doors and if the doors of the toilets are opened while someone is attempting to get changed that the door will hit you? At present this is where the girls have to change? And you've got 15, 16, 17 year olds changing there; it's highly embarrassing. There's nowhere to hide. Nowhere.

Shire President:

A1(v): My understanding is that there is a substantial amount of money for this project however I will pass you over to the CEO for further information.

CEO:

A1(vi): Within the 2017/18 financial year, we budgeted for a refurbishment of the change rooms for a budgeted amount of \$150,000 to upgrade those rooms; subject to receiving a significant grant. This grant would have updated both the change rooms and the internal toilets at this facility. We were unsuccessful with this grant. This financial year we again applied for grant funding for a scaled down refurbishment of the change rooms alone. We've recently been advised of our success with this grant application however the amount of grant funding is less than our original application. As a result, we will need to further scale the project to fit within these parameters. The project is now estimated to be for \$66,000.

Shire President:

A4(vii) The end result Rita, is that we should get some decent entrances and a bit more modesty for \$66,000.

Mrs Stallard:

Q1(iv) Modesty would be marvellous. Thank you.

Mrs Stallard:

Q2(i): With regard to the Music Festivals property purchase; the Council Minutes said something about recoverable expenses; but isn't it an incorporated club so how do you recoup your expenses, when it's an incorporated association. I mean it's only what's in the bank, if there's nothing in the bank that's that isn't it?

CEO:

A2(i): Seeking to clarify, are you're talking around the actual asset itself or are you talking about us recovering expenditure from it?

Mrs Stallard:

Q2(ii) The Minutes stated that there would be recoverable expenses from the Music Club, but as it's incorporated I wondered how that would be, they might have two dollars in the bank, if you know what I mean.

CEO:

A2(ii) There will be an agreement in place around this property acquisition and the loan associated with this. Basically, they will be obligated to pay the expenses associated with the loan.

Mrs Stallard:

Q2(iii) Mr President who are they? Is it not the Music Club we are talking about? I'm not knocking this I'm just trying to get this straight.

Shire President:

A2(iii) That is correct, The Nannup Music Club.

Mrs Stallard:

Q2(iv) And if it's an incorporated body can you still recover funds that aren't there?

Shire President:

A2(iv) To protect the ratepayers of the Shire of Nannup, it has been agreed between Council and this organisation that prior to funds being released that a binding agreement will be signed between the two parties for the term of the loan. This is a legal agreement that is in the process of being drawn up by a law firm Council uses from time to time. Within this agreement there is the requirement for funds to be held in an investment account, to be accessed in the event that the Nannup Music Club are unable to make their monthly repayments. Additionally, there is provision for the Shire of Nannup to place the property on the market if the unforeseeable occurred and the organisation became insolvent

Mrs Stallard:

Q2(v) Thank you.

Shire President:

A2(v) May I also state that the sum of the loan, the self-supporting loan, represents two thirds of the value of the house itself. One third of the money for that property will be provided by the Music Club, as cash. Therefore, from the perspective of the Shire of Nannup the loan is not for the total value of the property, only two thirds of the current valuation.

Mrs Stallard:

Q3(i): Also in the Minutes for June 2018 there are quite a few mentions, because it's the financial report, about Reserves of funds. Could you please just generalise what these Reserves represent for me, I've no idea what we are talking about.

Shire President:

A3(i): I will hand over to the CEO, but will state that currently we have 1.6 million dollars in cash within these reserves for various capital items in the Shire of Nannup. I will hand over to the CEO to elucidate.

CEO:

A3(ii) Reserve Funds are effectively savings accounts that Council put away for a particular purpose or project that is intended to be completed at some time in the future. A full list of all of these reserves are listed in both the Annual Financial Report and the Annual Budget each year. Included within this list is the specific purpose of each of those reserves.

Mrs Stallard:

Q3(ii) Does this mean that should there be an issue that one of those projects can be cancelled and the reserve funds used to sort out whatever the issue is? Is that right? Tracie, I see you nodding. Thank you Mr President.

Mrs Stallard:

Q4 In the previous minutes I asked about the Waste Management Site; there was one answer given plus a generalised answer. One of the questions I did ask was would the metals be separated and Mr President you said probably and that didn't make it to the Minutes, and I thought this was important as it was an actual question. Thank you.

Shire President:

A4 We will address this oversight within these minutes.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Councillor Stevenson has applied in writing for Leave of Absence from the August Ordinary Shire Meeting.

That Cr Stevenson be granted Leave of Absence for the August 2018 Ordinary Shire Meeting.

18123 MELLEMA/LONGMORE

CARRIED (8/0)

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

The deputation by Visionstream representative Matthew Fletcher will be presented before Agenda Item 12.4.

Mr Mark Blizard, representing the residents of the Perks Road precinct will be making a deputation in regard to Agenda Item 12.4.

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.

Councillor Fraser declared a Financial Interest in Item 12.4 as the land owner of the proposed tower location supplies her with hay.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

18124 HANSEN/STEER

That the Minutes of the Ordinary Council Meeting held 28 June 2018 be confirmed as a true and correct record.

CARRIED (8/0)

9. MINUTES OF OTHER COUNCIL COMMITTEES/REPRESENTATIVE COMMITTEES

18126 LONGMORE/STEVENSON

That the Minutes of the Western Australian Local Government Association South West Zone meeting held 22 June 2018 be received.

CARRIED (8/0)

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

11. REPORTS BY MEMBERS ATTENDING COMMITTEES

Nil

12. REPORTS OF OFFICERS

Shire President advised that in consideration of the visitors present for Agenda Item 12.4, the item will be brought forward to begin the meeting; allowing those who wish to leave after Item 12.4 to do so.

PETITIONS/DEPUTATIONS/PRESENTATIONS

For the duration of the presentations and Item 12.4, Steve Thompson, Consultant Planner, was a visitor via phone link.

As previously announced, there are two presentations that relate to this Agenda Item.

The first Presentation will be from Mr Mark Blizard, Mrs Alison Blizard and Mr Ray Fitzgerald, representing the residents of the Perks Road precinct

This presentation is presented to illustrate that residents of this areas are unhappy with the proposal to locate a Mobile Phone Tower at the proposed location.

Mr Blizard started that this presentation is presented to illustrate that residents of this areas are unhappy with the proposal to locate a Mobile Phone Tower on Perks Road. To illustrate this unhappiness, Mr Blizard outlined why, in the opinion of the presenters, that the site is unsuitable:

1. Firstly, the presenters are not opposed to a mobile tower and improved telecommunications generally, however maintain that the site chosen was as a result of cost saving on the behalf of Telstra and financial gain by the owner of the land.
2. Expert opinion has been sought as to the planning obligations for the tower installation and the possible action that could result if this application is rejected. This report has been presented to Council for consideration. Based on this report, the residents are prepared to fight the installation of this tower from a planning perspective for as long as it takes.
3. There is an objection to the lack of consultation completed between the applicant and the residents in close proximity to this proposed 60-metre, 20 Storey tower. From the Blizard's property this tower would be 30 metres from their boundary. This would put the property in the shadow of this tower.
4. Within the Shire of Nannup there is approximately 288K hectares of land, with 244K hectares of this being native forest. Why is it not possible to find 200m² of land required for this tower within the forested area? This then would not impact on landowners and businesses that will be impacted if the current site is chosen.

Mrs Blizard then outlined the history of the Perks Road Precinct when the land was owned by a sole landowner through to the current situation where there now are approximately 12 agri-tourism operators invested within this area. These include:

1. 3 award winning wineries,
2. Olive oil, marron, and organic farming producers
3. A truffle producer currently beginning to be established.
4. A Chalet provider.

Overall this land is pristine and offers stunning views of the Shire. It is therefore hoped that this land can remain as it currently is with future improvements being sympathetic to this current land usage. It is not considered that the installation of a telecommunication tower would enhance the current vision of the landowners of this area.

Mr Ray Fitzgerald then finished by stating that as a neighbour to the Blizards, he wholeheartedly supported their stand on rejecting the installation of the tower. He stated that he had been a real estate professional for many years and acknowledged that the “NIMBY’s” (Not in My Back Yard Objectors) carry little weight in planning issues.

As a rule, consideration is generally given to these type of objections however planning decisions are decided by compliance with regulations and the law.

Accordingly, the Rowe Group, the largest planning group in WA, were hired to look into the options available. The outcome delivered by this group was that *“it appears that the decision by Visionstream to locate a telecommunication tower on the proposed site could be seen as “unconscionable conduct”*. From these findings, both the Blizards and myself have gained confidence and believe that although precedence has been set in previous State Administrative Tribunal hearings that this precedence remain sufficiently dissimilar to this current situation and therefore will carry little weight. Each situation should be dealt with on its own merit.

Based on this we believe that Council has a justifiable reason for refusal of this application and we ask that a refusal be issued in this instance.

Second Presentation – Visionstream, Matthew Fletcher

Telstra has lodged the application for this site as part of the Blackspot Program (The Program) which is set up to provide Mobile Phone coverage and competition in regional and remote Australia. This program represents a \$220M investment in infrastructure along regional transport routes in regional and small communities.

Cundinup has been identified as a priority location based on it being a bushfire prone area. This location also was selected to be last in a chain of sites linking communities/towns within the southwest region.

The actual site chosen is in collaboration with the government and other stakeholders and must be agreed upon by both the State and Federal Government. Considerations are given to

1. Cost – this must not exceed budgetary constraints of the program;
2. Coverage – these must fulfil the requirements of the area;
3. Contract Deadlines – the sites must be built within the contract timeframes of the program or the funds will be reallocated to other regions.

This site was selected after rigorous site selection process that has taken two years and has involved 1,400 candidates. If this process fails to proceed before the

Federal Government's December 2018 deadline then there is a risk that the funds will be reallocated to another town.

In regards to the aesthetics of the tower, it is a 60 metre lattice tower. This height is required to meet coverage objectives of the program. Any less will not meet objectives set by the program. This structure can also be used in the future to co-locate other telecommunication providers thereby eliminating the need for further structures to be constructed in the locality.

Visionstream believes there needs to be a balance to achieve valuable service to community minimising the visibility of these towers. The proposed tower would provide greater mobile phone connectivity services to regional communities, improved communications during emergencies and connectivity for local businesses, education and health services.

It is hoped that Council recognised that due diligence has been exercised and as far as practicable this site best meets the requirements of the Blackspot program.

Cr Fraser left the room at 5.00pm as she declared a Financial Interest in Item 12.4.

Cr Dean foreshadowed a different recommendation and distributed said recommendation to the Council.

AGENDA NUMBER:	12.4
SUBJECT:	Proposed Telstra Telecommunications Infrastructure
LOCATION/ADDRESS:	Lot 906 Perks Road, Cundinup
NAME OF APPLICANT:	Visionstream
FILE REFERENCE:	A1756 & DEP22
AUTHOR:	Steve Thompson – Consultant Planner & Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Edge Planning & Property receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.70 of the Local Government Act 1995
DATE OF REPORT:	17 July 2018
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENTS:	12.4.1 - Planning assessment report including development plans and Environmental EME Report from applicant 12.4.2 - Location map 12.4.3 - <i>State Planning Policy 5.2</i>

Telecommunications Infrastructure

12.4.4 - Submission

12.4.5 - Response from applicant to submissions

12.4.6 - Extract from *Planning and Development (Local Planning Schemes) Regulations 2015*

12.4.7- Extract from *Making Good Planning Decisions (2017)*

BACKGROUND:

Proposal

The applicant seeks approval to construct Telstra telecommunications infrastructure at Lot 906 Perks Road, Cundinup to form part of the Telstra network. The proposed infrastructure was funded under Round 1 of the Australian Government's Mobile Black Spot Program.

The proposed infrastructure entails the following:

- installation of 1 lattice tower measuring 60m from natural ground level, set back approximately 40m from the western boundary and 32m from the southern boundary;
- a triangular headframe mounted on the tower at a height of approximately 58m;
- six (6) panel antennas mounted on the triangular headframe;
- two (2) parabolic antenna mounted on the tower at an elevation of approximately 44m;
- three (3) tower mounted amplifiers;
- a low impact equipment shelter that is not higher than 3m with a base area of not more than 7.5m²;
- installation of associated ancillary cabling and equipment; and
- installation of a new chain-link fence (14m x 14m) surrounding the compound, with a 3m wide access gate.

The proposed Telstra lease area comprises a 196m² fenced compound (14m x 14m).

Details submitted by the applicant are set out in Attachment 12.4.1. This provides extensive background information including the site selection process, the proposal, planning controls and site context. Appendix B shows the plans, while Appendix C sets out the Environmental Electromagnetic Energy (EME) Report.

Subject land and context

The site is located approximately 9.5km northeast of the Nannup townsite as shown in Attachment 12.4.2.

The property is 16.89ha in area, predominantly pasture with the remainder of the property covered in native vegetation.

The area is predominantly rural in nature, along with plantations and State Forest.

The nearest residences are approximately 250m to the southwest, 500m to the southeast and 800m to the west. There is short-term holiday accommodation located approximately 380m to the southeast.

Planning framework

The application is subject to various legislation, planning policies and strategies along with the *Shire of Nannup Local Planning Scheme No. 3* (LPS3). Some of these are listed under “Statutory Environment”.

The Western Australian Planning Commission’s (WAPC) *State Planning Policy 5.2 Telecommunications Infrastructure* (SPP 5.2), which is the key guidance document, is set out in Attachment 12.4.3. SPP 5.2 acknowledges the importance of providing telecommunications services to the community through the rollout of new networks but seeks for these to be developed in a manner that balances other considerations including minimising visual impacts.

The subject site is zoned “Agriculture” in LPS3. The “Landscape Values Area” applies to a small portion of the site in the eastern section. The proposed telecommunications infrastructure is located outside of the Landscape Values Area.

The proposed development fits into the definition of “Telecommunications Infrastructure” which is defined in LPS3 as follows:

telecommunications infrastructure means any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use, in or in connection with a telecommunications network.

Telecommunications infrastructure is a “D” use in the Agriculture zone. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

Relevant sections and clauses of LPS3 that relate to the application include:

- clause 1.6 – Aims of the Scheme which include to “assist employment and economic growth”, “To promote the sustainable use of rural land for agricultural purposes whilst accommodating other rural activities” and “To safeguard and enhance the character and amenity of the built and natural environment of the Scheme Area”;
- clause 3.2 – the objectives of the Agriculture Zone are “To provide for the sustainable use of land for a range of rural pursuits which are compatible with the capability of the land, whilst retaining the rural character and amenity of land within the zone”; and

- sub-clause 3.13.1 – includes objectives for the Agriculture Zone and a building setback of 20m from lot boundaries.

While noting the telecommunications infrastructure is located outside of the Landscape Values Area, sub-clause 5.2.2.5 of LPS3 contemplates telecommunications infrastructure in the Landscape Values Area.

The endorsed *Shire of Nannup Local Planning Strategy (2007)* makes no reference to telecommunications infrastructure, although there is guidance associated with promoting economic development and retaining key landscapes. The draft *Shire of Nannup Local Planning Strategy* states the following;

“6.1 Hard Infrastructure

Aim

The aims are to:

- a) Seek the timely provision of infrastructure to service the demands of growing communities and to facilitate planned growth.

Strategy

- b) ensure that essential infrastructure is appropriately maintained and expanded to accommodate timely growth and development;
- f) seek increased investment locally in in high-speed communications infrastructure.”

Consultation

Council administration invited public comment on the Development Application for a 21 day period by writing to all landowners within a 2.0km radius of the proposed telecommunications infrastructure, placing details on Council’s website and having information at the administration office.

Council received 1 joint submission, signed by 9 landowners, on the Development Application which is set out in Attachment 12.4.4. In summary, the submission objects to the application as the telecommunications infrastructure will detrimentally affect the amenity of the area, it will detrimentally affect views in the area, it will harm businesses and branding, property values will be negatively affected and there are better alternative sites.

In accordance with standard practice, Council provided the applicant the submission in order to address concerns and issues where possible. Supplementary documentation provided by the applicant is set out in Attachment 12.4.5.

COMMENT:

Overview

Following assessment of the application against the planning framework, the submission, site characteristics and context and other available information, it is recommended that Council approve the Development Application subject to conditions. It is noted, for instance, that:

- the application is considered to be generally consistent with the planning framework including SPP 5.2, LPS3, the Council's Strategic Community Plan and the draft Local Planning Strategy;
- the site of the proposed telecommunications infrastructure is located outside of the Landscape Values Area in LPS3. Based on the location of the telecommunications infrastructure, the topography and features of the area, along with information set out in Attachment 12.4.4, the tower will not create a visual impact when viewed from Balingup-Nannup Road;
- while there are localised visual impacts, it is suggested they do not provide sound grounds for refusal based on the public benefits of the telecommunications infrastructure for enhancing safety, promoting communications and facilitating economic development. All towers have visual impacts in order to effectively operate and the applicant has provided measures to assist in reducing the impact;
- the development site is cleared and there are no environmental or cultural heritage impacts;
- the nearest residence is approximately 250 metres from the proposed telecommunications infrastructure;
- there are considerable constraints in identifying a suitable alternative site in the locality for reasons including zoning (telecommunications infrastructure is not permitted in the Agriculture Priority 2 zone, it is preferable to not locate telecommunications infrastructure in the Landscape Values Area, tenure (including State Forest), environmental and cultural sensitive locations and the availability and cost of utilities;
- the required mobile telecommunications service provided by this proposed facility is important to the Cundinup community and the wider district. The proposed telecommunications infrastructure will form part of the Telstra NextG mobile network and will deliver increased mobile services and high-speed wireless internet to Cundinup, Vasse Highway and surrounding areas; and
- it will provide an important public benefit including addressing safety, enhancing effective communication and supporting economic development.

In determining the Development Application, Council is required take into account relevant planning considerations set out in Attachment 12.4.6, along with SPP 5.2, LPS3, other documents, the submission received and information provided by the applicant. It is highlighted that Council has the discretion to refuse the Development Application, but it must give its reasons for doing so which are based on planning grounds.

While noting the above, some considerations with the Development Application include:

- the proposed telecommunications infrastructure will create localised visual impacts;
- there is no buffer standard between homes/other “sensitive” uses and telecommunications infrastructure;
- when determining telecommunications infrastructure applications, it is necessary to assess the impact on amenity against the overall public benefit of the infrastructure; and
- it is acknowledged that some people are concerned about the possible health effects of electromagnetic energy from mobile phone base stations. The Australian Communications and Media Authority requires all telecommunications providers to strictly adhere to Commonwealth legislation and associated regulations regarding mobile phone facilities and equipment. The submitted EME report states that the maximum calculated electromagnetic energy level from the site will be 0.22% of the public exposure limit which is substantially within the allowable limit under the standard.

Candidate sites

In accordance with the Communications Alliance Ltd *Industry Code C564:2017 - Mobile Phone Base Station Deployment*, the applicant advises that Telstra attempts to utilise, where possible, any existing infrastructure or co-location opportunities. There is however an identified lack of telecommunications facilities within the vicinity of the proposed installation, with the nearest existing facilities being more than 9km northwest and 7km northeast of the proposed facility in Cundinup. As such, there were no suitable co-location opportunities to provide the required radio frequency coverage objectives.

The applicant examined a range of possible sites in the locality as set out in Attachment 12.4.1 and Attachment 12.4.5. The applicant concluded that a new telecommunications infrastructure at Lot 906 Perks Rd would be the most appropriate solution to provide necessary mobile phone coverage (addressing safety and effective communication) to Cundinup, Vasse Highway and surrounding areas as part of the Federal Government’s mobile Black Spot Programme.

Visual impact

Visual impact is considered to be the key planning consideration with the application given the proposed telecommunications infrastructure is a significant structure with the tower 60m in height.

Attachment 12.4.5 sets out photo montages which shows the proposed telecommunications tower in relation to the existing landform, vegetation and development from regional roads.

The proposed telecommunications infrastructure is setback approximately 600m from Credence Ridge Road and Boundary Road, is located in open farmland and on the top of a hill. The tower will be clearly visible, in the location area, to both motorists and nearby residents located to the north, northwest, west and southwest of the proposed location and will be partially screened by native bush from motorists and residents to the south, southeast, east and northeast.

The site of the proposed telecommunications infrastructure is located outside of the Landscape Values Area in LPS3. Based on the location of the telecommunications infrastructure, the topography and features of the area, along with information in Attachment 12.4.4, the tower will not create a visual impact when viewed from Balingup-Nannup Road.

There is considerable case law relating to telecommunications infrastructure. For instance, in *Telstra Corp Ltd v Pine Rivers Shire Council [2001] QPELR 350 (Telstra)* where Newton DCJ said, at [48]:

“There is no doubt that the proposed [mobile phone] tower will be able to be seen from many points within the neighbouring locality. However, visibility is not the test and no-one has a right to preservation of a particular view, although interference with a view may have an effect on amenity ... In particular, there is no requirement for facilities such as those proposed to be located so that they cannot be seen. Indeed, the nature and operational requirements will ordinarily require them to be elevated structures visible to heights which exceed that of the existing vegetation. It must be remembered that the proposal is not something which is prohibited by the planning scheme. The facilities are a permissible form of development in the zone.”

It is also noted that the State Administrative Tribunal (SAT) have determined that visual amenity concerns cannot be elevated to a degree where they would deny the effective operation of the facility - *Telstra Corporation Limited and Shire of Murray [2009] WASAT 117*. In this and other cases, it was determined that visual amenity must be balanced against the need for improved telecommunications infrastructure in the district or area.

When considering the submissions, information from the applicant and the planning framework, it is suggested that the proposed telecommunications infrastructure on this site would not cause such an adverse visual impact to warrant refusal given:

- while the proposed tower will be visible in the local area, the planning framework does not require the tower to be invisible;
- height and visual impact should also have due regard to the technical operational needs of the structure. Towers are required to have a degree of functionality that does not unduly limit the facility's required technical operation. Without sufficient height the facility will not perform its function;
- the height of the proposed telecommunications infrastructure is considered to be the minimum required to achieve reasonable operational objectives;
- the site is not located on a tourist route;

- the site is not within a Landscape Values Area in LPS3;
- the application is generally consistent with the WAPC's *Visual Landscape Planning in WA Manual*; and
- the applicant has proposed design mitigation measures including its telecommunications infrastructure design and the telecommunications infrastructure will be unpainted (dull grey in colour) to reduce reflection.

While noting the surrounding landowners' objections and concerns, it is suggested there are not substantive grounds to strongly defend a refusal decision at SAT given the telecommunications infrastructure is located outside the Landscape Values Area in LPS3.

Submission opposing the Development Application

The joint submission opposing the Development Application raises various points. It is acknowledged that the telecommunications infrastructure, if approved and implemented, will change the character of the area. While noting this, a number of points raised in the submission are not planning considerations including land values (see Attachment 12.4.6 and Attachment 12.4.7).

The telecommunications infrastructure will result in the loss of a very small area of agricultural land, (196m² on land zoned Agriculture). This application is accordingly considered consistent with *SPP 2.5 Rural Planning*.

A number of the points raised by the Rowe Group are questioned given there is a need to assess the Development Application based on the site's zoning and the location of the telecommunications infrastructure on the application site. In various places, the Rowe Group want the local government to take on board the objectives of the nearby "Agriculture Priority 2" zoning and apply the Landscape Values Area requirements of LPS3 to a development site located outside of the Landscape Values Area. In determining the Development Application, the Council needs to apply relevant statutory requirements that relate to the location of the telecommunications infrastructure.

Alternative sites

The notion of relocating the proposed telecommunications infrastructure to an alternative location within the area was raised by the submitter. As a response to these comments, the applicant advised that a number of sites were reviewed as part of the pre-application process. However, the applicant confirms Lot 906 Perks Road is the best site.

Much could be written about whether the telecommunications infrastructure could be located elsewhere. Based on the applicant's advice, there appears to be technical and other limitations for other alternative sites as set out in Attachments 12.4.1 and 12.4.5.

The fact that a proposed development could be located elsewhere, however, is not normally relevant to a Development Application before Council for determination, as

applications relate to the subject land and must normally be determined with respect to that site.

In the case of *Telstra Corporation and City of Wanneroo [2017] WASAT 77 (Wanneroo)*, the SAT stated:

“The Tribunal considers that whether there might be other sites available is not determinative of this matter. While another site might be found, the essence of the matter before the Tribunal is whether the visual impact of the proposed facility on the site would be such that the development should be refused, notwithstanding the benefits it would bring to telecommunications in Tapping and Ashby.”

The applicant is not required to eliminate all alternative sites or demonstrate that the site chosen is the best available for the facility (although the applicant said this is the case in this instance). The proposed development site was deemed by the applicant to be the most suitable based on considerations such as optimal service quality, the availability and suitability of land, construction issues, topographical constraints, legislative constraints, environmental impacts, visual amenity, cost implications and a willing site provider. Alternative sites have been identified, however, they are not considered suitable by the applicant for reasons including there is inadequate coverage to the required areas.

The applicant has followed a site selection process consistent with SPP 5.2. The actual site selected is consistent with the policy requirements. Attempts have been made to minimise the visual impact while providing the required service.

Council decision and next steps

Following a review of the planning framework and available information, Council administration recommends that the Development Application be conditionally approved. Council is required to exercise its quasi-judicial and statutory function, with Council's decision being based on planning grounds. An extract of the State Government's *Making Good Planning Decisions* (2017) is set out in Attachment 12.4.7 to assist in Council's decision making.

Should Councillors consider that the Development Application should be refused, it would be appreciated if Councillors contacted the administration staff in advance of the Council meeting so suggested reasons of refusal can be drafted for Council consideration.

Should the applicant be aggrieved by Council's decision and seek a review of that decision through the SAT, there will be costs imposed on the Shire through defending Council's decision. Should the matter be considered by SAT, Council's decision will be subject to a high level of external scrutiny. In particular, decisions not based on sound planning principles will not be upheld by SAT.

STATUTORY ENVIRONMENT:

Telecommunications Act 1997, Planning and Development Act 2005, Planning and Development (Local Planning Scheme) Regulations 2015, State Planning Strategy 2050, SPP 2.5 Rural Planning, SPP 3.7 Planning in Bushfire Prone Areas, SPP 5.2 Telecommunications Infrastructure, Telecommunications Code of Practice, Visual Landscape Planning in Western Australia Manual, LPS3, Shire of Nannup Local Planning Strategy (2007) and draft Shire of Nannup Local Planning Strategy. The area proposed for the telecommunications infrastructure is classified as a Bush Fire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>.

POLICY IMPLICATIONS:

The Development Application has been assessed against the WAPC's SPP 5.2 which provides guiding principles for the assessment of telecommunications infrastructure. The Shire does not have a Local Planning Policy on telecommunications infrastructure.

FINANCIAL IMPLICATIONS:

The applicant has paid the Development Application fee. The applicant has a right of review to SAT following Council's decision. If this occurred, Council would have associated expenses. Given it is suggested there is limited scope for mediation, Council needs to consider whether it is prepared to financially back its decision including engaging professionals (such as a solicitor, expert witnesses e.g. landscape architect) to defend the decision at SAT. As an approximate guide, Council may need to allocate in the order of \$20,000 to defend a decision to refuse the Development Application at SAT.

STRATEGIC IMPLICATIONS:

The proposal aligns with the *Shire of Nannup Strategic Community Plan 2017-2027*. In particular, Focus Point 3.3 which is to improve all forms of communication within the Shire by working with relevant agencies to improve and secure appropriate local radio and television coverage, increased mobile phone and internet coverage.

Having high quality telecommunications infrastructure is critical in developing and sustaining economic development in the district. It is recognised that modern telecommunications are essential for businesses and consumers and are critical for safety/emergency purposes.

RECOMMENDATION:

That Council approve the Development Application for the proposed Telstra telecommunications infrastructure at Lot 906 on Plan 69041 Perks Road, Cundinup as set out in Attachment 12.4.1 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 local government.
2. This development approval shall lapse and be of no further effect if the development hereby permitted has not been substantially commenced within 36 months of the date hereof. Where the Development Approval has lapsed, no further development is to be carried out.
3. Any lighting devices are to be positioned and shielded so as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries, in accordance with *Australian Standard AS4282/1997*.

Advice

- A. The proponent is advised that this Development Approval is not a Building Permit. A Building Permit will be required prior to construction of the proposed development.
- B. All operations must be carried out in accordance with the separate requirements of the Australian Communications and Media Authority and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.
- C. The operator is encouraged to maintain a low-fuel area near the telecommunications infrastructure.
- D. 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

AMENDED MOTION

18125 DEAN/LONGMORE

That Council refuse the Development Application for the proposed Telstra telecommunications infrastructure at Lot 906 on Plan 69041 Perks Road, Cundinup as set out in Attachment 12.4.1 for the following reasons:

- 1. The application is inconsistent with State Planning Policy 5.2 Telecommunications Infrastructure including objectives to manage visual and social impacts.***
- 2. The application is inconsistent with State Planning Policy 5.2 Telecommunications Infrastructure given the visual impacts of a 60 metre high tower on the surrounding area outweigh improved telecommunication services. The tower will be clearly visible, in the locality, to both motorists and residents located to the north, northwest, west and southwest.***
- 3. There are better alternative sites for the tower that appropriately balance the objectives of State Planning Policy 5.2 Telecommunications Infrastructure including which have less visual amenity impacts.***
- 4. The application is inconsistent with clause 67(m) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 given the proposed 60 metre high tower is not compatible with its setting including in relation to height, scale and appearance.***
- 5. The application is inconsistent with clause 67(n) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 given the proposed 60 metre high tower will detrimentally impact the amenity of the locality including the area's character and it will create social impacts.***
- 6. The application is inconsistent with the aims of the Shire of Nannup Local Planning Scheme No. 3 including clause 1.6.2(c) 'To promote the sustainable use of rural land for agricultural purposes whilst accommodating other rural activities' and clause 1.6.2(f) 'To safeguard and enhance the character and amenity of the built and natural environment of the Scheme Area.'***
- 7. The application is inconsistent with the broad objectives of the Agriculture Zone in clause 3.2 of the Shire of Nannup Local Planning Scheme No. 3 which is 'To provide for the sustainable use of land for a range of***

rural pursuits which are compatible with the capability of the land, whilst retaining the rural character and amenity of land within the zone.'

8. *The application is inconsistent with the specific objectives of the Agriculture Zone in sub-clause 3.13.1.1 of the Shire of Nannup Local Planning Scheme No. 3 which states:*
 - (a) *To preserve the rural character and setting of the zone, particularly along transport corridors;*
 - (b) *To promote a range of rural pursuits which are compatible with the capability of the land to sustain those pursuits;*
 - (c) *To conserve the productive potential of agricultural land and support the continued development of extensive farming; and*
 - (d) *To encourage environmental sustainable development that takes into account the land's natural attributes, including topography, geomorphology, remnant vegetation, watercourses and groundwater.*

9. *The application is inconsistent with the Shire of Nannup Strategic Community Plan 2017 – 2027, including the Community Statement. The proposed 60 metre high tower will detrimentally impact important landscapes, local businesses and the tourism industry.*

10. *There is significant community opposition to the application with wide-ranging objections and concerns. This includes the tower will create a detrimental visual impact on the area's amenity, the tower is out of context with the area's rural ambience, it will harm businesses and branding and there are better alternative sites.*

Advice

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.

CARRIED (6/1)
For: Dean, Longmore, Mellema, Stevenson, Steer, Hansen
Against: Buckland

Cr Fraser re-entered the room at 5.40pm.

AGENDA ITEM:	12.1
SUBJECT:	Delegated Planning Decisions for June 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:	10 July 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 are reported to Council on a monthly basis to ensure that Council has an appropriate level of oversight on the use of this delegation. A Register of Delegated Development Approvals, detailing those decisions made under delegated authority in June 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 June 2018, five (5) 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 June 2018 compared to June 2017:

	June 2017	June 2018
Delegated Decisions	2(\$289,752)	5 (\$91,000)
Council Decisions	Nil	1 (\$150,000)
Total	2(\$289,752)	3 (\$241,000)

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 June 2018 as per Attachment 12.1.1.

VOTING REQUIREMENTS:

Simple Majority

18127 MELLEMA/STEVENSON

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

CARRIED (8/0)

AGENDA NUMBER:	12.2
SUBJECT:	Amendment No.20 to the Shire of Nannup Local Planning Scheme No. 3
LOCATION/ADDRESS:	Lot 3 (2731) on DP12565 Balingup-Nannup Road, Nannup
NAME OF APPLICANT:	Blackwood River Clinic
FILE REFERENCE:	TPL1/20
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	12 July 2018
PREVIOUS MEETING REFERENCE:	23 November 2017
ATTACHMENTS:	12.2.1 – Documentation from applicant 12.2.2 – Proposed Amending Provisions 12.2.3 – Location Plan 12.2.4 – Current Special Use provisions – extract from Scheme 12.2.5 – Submissions 12.2.6 – Schedule of Submissions 12.2.7 – Bushfire Management Plan (May 2018)

BACKGROUND:

A) Proposal

The applicant seeks Council's adoption of a scheme amendment to modify the special provisions/conditions for Lot 3 (2731) Balingup-Nannup Road to facilitate the on-going operation of the Blackwood River Clinic and Sky Lakes Retreat.

As Council are aware, in November 2016 the then WA Minister for Mental Health announced that Abbotsford Private Hospital had been successful in securing 16 new residential rehabilitation treatment beds, to be located at the Blackwood River Clinic, as part of the \$14.9 million *Western Australian Meth Strategy 2016*. Dr Stephen Proud of the Blackwood River Clinic addressed Council at its meeting of 24th November 2016 to discuss how this announcement would affect the current operations at the clinic and at this time it was anticipated that the 16 beds would be made available from those already in use at the clinic.

Since the above announcement was made, the property on which Blackwood River Clinic and Sky Lakes Retreat are located has been sold and is now owned by Health Care Australia Pty Ltd. Both the landowner and the applicant have reviewed the current approvals and permitted uses for the property and are requesting an

amendment to LPS3 to support the on-going operation of the Blackwood River Clinic and Sky Lakes Retreat and to provide sufficient flexibility to changing circumstances.

The Shire administration has received no indication that the landowner or applicant wishes to significantly alter the day-to-day operations of either the Blackwood River Clinic or Sky Lakes Retreat.

Details of the proposed amendment are provided in Attachment 12.2.1, while Attachment 12.2.2 sets out the proposed amending provisions.

B) Site context and features

The site:

- is located approximately 13 kilometres north east of the Nannup townsite (shown in Attachment 12.2.3);
- adjoins and is near rural land and State Forest;
- is 34.5 hectares in area;
- contains a number of buildings including the Blackwood River Clinic (day hospital), Sky Lakes Retreat (accommodation units), staff accommodation, sheds and various dams;
- is partially declared as a bushfire prone area; and
- is accessed via Balingup-Nannup Road.

C) Planning Framework

The site is zoned 'Special Use (SU12)' and is located within a 'Landscape Values Area' in the *Shire of Nannup Local Planning Scheme No.3* (LPS3).

Attachment 12.2.4 sets out the current Special Use provisions from LPS3. In summary, the zoning currently allows the operation of a hospital and medical centre with a maximum of 30 patients at any one time, a residential building with a maximum occupation of 20 persons and a caretakers dwelling, along with the potential for a single house, home office or home occupation, extensive agriculture, private recreation and rural pursuits.

Previously, Bushfire Management Plans have been prepared, updated and approved for the site.

D) Council resolution

At the Council meeting on 23 November 2017, the Council passed the following motion at minute No. 17213:

“That Council:

- 1. Determines that the Amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, contained in Regulation 34, for the following reasons:**
 - (a) The amendment relates to a zone that is consistent with the objectives identified in the scheme for that zone;**

- (b) The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment; and
 - (c) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.
2. Agree to adopt an amendment to the *Shire of Nannup Local Planning Scheme No. 3*, pursuant to section 75 of the *Planning and Development Act 2005*, through the following:
- 1. Deleting the provisions in Schedule 4 – Special Use Zones for Special Use ‘SU12’.
 - 2. Adding the following provisions in Schedule 4 – Special Use Zones for Special Use ‘SU12’:

SU12	Lot 3 on Plan 12565 Balingup-Nannup Road, Nannup	<ul style="list-style-type: none"> • Hospital and Medical Centre • Residential Building • Caretakers Dwelling • Consulting Rooms • Single Dwelling • Home Office <ul style="list-style-type: none"> • Home Occupation • Agriculture – Extensive • Recreation – Private • Rural Pursuit 	<ol style="list-style-type: none"> 1. All future development is subject to the requirement to gain Development Approval from the local government. 2. All applicable ‘Special Uses’ shall be deemed to be ‘D’ uses pursuant to the Scheme. 3. More than one Residential Building is permitted, in different parts of the site, subject to gaining Development Approval from the local government. 4. Subject to the nature of the proposed development or use and its associated risk, the local government may require the submission of an updated Bushfire Management Plan and/or a Bushfire Emergency Evacuation Plan to support a Development Application. 5. Where a Bushfire Management Plan and/or Bushfire Emergency Evacuation Plan are required to be updated, implementation of the plan/s will be included as a condition of development approval. 6. In order to conserve the natural beauty of the locality all trees shall be retained unless their removal is authorised by the local government. 7. The local government shall not permit the construction of any building in a manner or of materials that would in the opinion of the local government destroy the amenity of the area or not blend in with the landscape. 8. The local government will require as a condition of development approval that all habitable buildings shall be connected to a wastewater treatment system with an adequate phosphorus retention capacity as approved by the Department of Health and the local
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			<p>government. The base of the system or the modified irrigation area is to be above the highest known water table.</p> <p>9. Stormwater drainage shall be designed to the satisfaction of the local government.</p>
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3. **Numbers the abovementioned Amendment as Number 20 to *Shire of Nannup Local Planning Scheme No. 3*.**
4. **Authorises the Shire President and the Chief Executive Officer to execute the Scheme Amendment No.20 documents.**
5. **Notes the Shire will refer Scheme Amendment No.20 to the Environmental Protection Authority for assessment pursuant to section 81 of the *Planning and Development Act 2005*. Should the Environmental Protection Authority advise that the amendment does not require assessment, advertise the amendment in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.”**

E) EPA decision and community/stakeholder consultation

Following the Council resolution, the Environmental Protection Authority (EPA) determined that the scheme amendment should not be assessed via an environmental impact assessment. Further, the EPA determined that it is not necessary to provide any advice or recommendations on the proposed amendment. The EPA decision effectively gave its “environmental clearance” to Amendment 20.

Following the receipt of the EPA decision, the Shire met the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015 through seeking public comment on Scheme Amendment No. 20 for a period of 42 days through:

- writing to adjoining/nearby neighbours along with relevant State Government departments, servicing agencies and other stakeholders;
- placing public notices in local papers;
- details being on the Shire’s website; and
- having information available at the Shire office.

F) Submissions

The Shire received 8 submissions on Scheme Amendment No.20 which are set out in Attachment 12.2.5 and summarised in the Schedule of Submissions in Attachment 12.2.6.

The submitters raised no objections. The only matters raised through submissions were as follows:

- The Department of Fire and Emergency Services (DFES) requested the updating of the Bushfire Management Plan (BMP) that was prepared a few years ago. In May 2018, at the request of DFES, an updated BMP was prepared by Smith Consulting (see Attachment 12.2.7). DFES recently advised that the BMP is a 'compliant application' and the DFES support Amendment No. 20. DFES also note the BMP has not included or referenced a Bushfire Emergency Evacuation Plan (BEEP) therefore policy measure 6.6.1 of *State Planning Policy 3.7 Planning in Bushfire Prone Areas* which addresses vulnerable land uses has not been demonstrated. DFES recommend that further consideration be given to the *Guidelines for Planning in Bushfire Prone Areas* Section 5.2.2 "Developing a Bushfire and Emergency Evacuation Plan" when updating the BMP; and
- The Department of Water and Environmental Regulation (DWER) note that they support Amendment 20 on the basis of protecting the water resources from polluting activities, where the main risk relates to hydrocarbons from the car parking entering the dam (and waterway) particularly during large storm events.

COMMENT:

Overview

The amendment is a standard amendment under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- The amendment relates to a zone that is consistent with the objectives identified in the scheme for that zone;
- The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment; and
- The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Following an assessment of the submissions against LPS3, the Local Planning Strategy and relevant Council and Western Australian Planning Commission (WAPC) policies and strategies, it is suggested that the scheme amendment is suitable for final adoption. The reasons for this include:

- the proposal is consistent with the planning framework of wide-ranging planning policies, strategies and plans;
- it reflects the range of existing development on the site and relevant LPS3 controls will be retained;
- future uses and development will require the submission of a Development Application and addressing relevant planning, environment, bushfire risk, servicing and landscape considerations;
- it will continue to support the on-going operation of the Blackwood River Clinic and Sky Lakes Retreat which will in turn enable the facility to continue boosting the local economy;
- no objections have been raised from the community or stakeholders; and

- it is consistent with the principles of orderly and proper planning.

It is accordingly recommended that Council resolves to support Scheme Amendment No.20 without further modifications as outlined in Attachment 12.2.2 to formally progress the process of amending LPS3.

Department of Fire and Emergency Services

The BMP, which was previously endorsed by the DFES, has recently been reviewed and updated and has been put in place for the property. Any new development which proposes additional guest or overnight accommodation may be considered a vulnerable land use as set out in the *Guidelines* as follows:

“Typically, vulnerable land uses are those where persons may be less able to respond in a bushfire emergency. These can be categorised as one or more of the following:

- land uses and associated infrastructure that are designed to accommodate groups of people with reduced physical or mental ability such as the elderly, children (under 18 years of age), and the sick or injured in dedicated facilities such as aged or assisted care, nursing homes, education centres, family day care centres, child care centres, hospitals and rehabilitation centres;
- facilities that, due to building or functional design, offer limited access or the number of people accommodated may present evacuation challenges, such as corrective institutions (prisons) and detention centres; and
- short stay accommodation or visitation uses that involve people who are unaware of their surroundings and who may require assistance or direction in the event of a bushfire, such as bed and breakfast, caravan park and camping ground, holiday house, holiday accommodation, home business, serviced (short stay) apartment, tourist development and workers’ accommodation.”

As noted above, all future development of the property will require the applicant to gain Development Approval from the Shire. Subject to the location of the proposed development, if a vulnerable land use is proposed, it is expected that the applicant will be required to review the previously endorsed BMP and/or prepare a Bushfire Attack Level (BAL) assessment.

The recommendation from DFES in regards to the BEEP can therefore also be addressed at the Development Application stage.

Department of Water and Environmental Regulation

Again, as noted above, all future development of the property will require the applicant to gain Development Approval from the Shire. The management of stormwater to prevent pollution of the dam and waterway can also be addressed at the Development Application stage.

Next Steps with the Scheme Amendment Process

Subject to the Council's decision, copies of the submissions and the Schedule of Submissions will be forwarded to the WAPC who will assess the scheme amendment request with the final decision made by the Minister for Planning.

Should the amendment be finally gazetted, the applicant will then be required to gain relevant approvals from the Shire.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, Planning and Development (Local Planning Scheme) Regulations 2015 and LPS3.

POLICY IMPLICATIONS:

State Planning Policy *SPP 3.7 Planning in Bushfire Prone Areas* and the WAPC's *Guidelines for Planning in Bushfire Prone Areas* are relevant to the scheme amendment request.

FINANCIAL IMPLICATIONS:

The applicant has paid the required scheme amendment fee in accordance with adopted 2017/18 Schedule of Fees and Charges.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

That Council:

1. Agree to support a standard amendment to the *Shire of Nannup Local Planning Scheme No.3*, pursuant to section 75 of the *Planning and Development Act 2005* and Regulation 50 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, with no modifications to the previously prepared amendment documentation as outlined in Attachment 12.2.2.
2. Endorses the 'Local Government Recommendation' in the Schedule of Submissions as shown in Attachment 12.2.6.
3. Advise all agencies and individuals who lodged a submission that their comments were noted.

4. Forward a copy of all submissions as shown in Attachment 12.2.5 and the Schedule of Submissions as shown in Attachment 12.2.6 to the Western Australian Planning Commission for assessment and final approval by the Minister for Planning.

VOTING REQUIREMENTS:

Simple Majority

18128 BUCKLAND/STEVENSON

That Council:

1. ***Agree to support a standard amendment to the Shire of Nannup Local Planning Scheme No.3, pursuant to section 75 of the Planning and Development Act 2005 and Regulation 50 of the Planning and Development (Local Planning Schemes) Regulations 2015, with no modifications to the previously prepared amendment documentation as outlined in Attachment 12.2.2.***
2. ***Endorses the 'Local Government Recommendation' in the Schedule of Submissions as shown in Attachment 12.2.6.***
3. ***Advise all agencies and individuals who lodged a submission that their comments were noted.***
4. ***Forward a copy of all submissions as shown in Attachment 12.2.5 and the Schedule of Submissions as shown in Attachment 12.2.6 to the Western Australian Planning Commission for assessment and final approval by the Minister for Planning.***

CARRIED (8/0)

AGENDA NUMBER:	12.3
SUBJECT:	Proposed partial closure of the old East Nannup Road reserve adjoining Lots 11184 & 11185 Hayes Road, East Nannup
LOCATION/ADDRESS:	Lot 11184 Hayes Road, East Nannup
NAME OF APPLICANT:	Sharyn Gibellini
FILE REFERENCE:	A1727
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	
DATE OF REPORT:	11 July 2018
PREVIOUS MEETING REFERENCE:	24 May 2018
ATTACHMENT:	12.3.1 - Correspondence and plan from applicant 12.3.2 - Location map 12.3.3 – Submissions

BACKGROUND:

An application has been made to permanently close a portion of the old East Nannup Road reserve which adjoins Lots 11184 and 11185 Hayes Road, East Nannup and once closed, for it to be amalgamated into Lot 11184 on Plan 204907. The applicant's request is outlined in Attachment 12.3.1.

The location of the road reserve is shown in Attachment 12.3.2. The area is approximately 12 kilometres southeast of the Nannup Townsite.

At its ordinary meeting on 24 May 2018, the Council passed the following motion at Minute No. 18084:

“That Council:

- 1. Agree to initiate a request for permanent partial road reserve closure action of the section of old East Nannup Road adjoining Lots 11184 and 11185 Hayes Road, East Nannup, under section 58 of the Land Administration Act 1997 subject to the closed partial road reserve being amalgamated into adjoining Lot 11184 on Plan 204907.*
- 2. Recommend that the owners of Lots 11184 & 11185 legally formalise access to the dam via easements and/or a deed.”*

In accordance with the Council resolution, the *Land Administration Act* and the *Land Administration Regulations*, Council administration advertised the proposed road closure for a period of 35 days by completing the following:

- writing to and inviting comment from adjoining/nearby landowners;
- writing to and inviting comment from relevant State Government and servicing authorities;

- placing a public notice in the Busselton-Dunsborough Times;
- placing details on the Shire website; and
- having information available at the Shire office.

Council received 3 submissions on the proposed closure which are set out in Attachment 12.3.3. All submissions raised no objections.

COMMENT:

As no objections were received, it is suggested that Council can now finalise its position on the closure. It is recommended that Council agree to a permanent partial closure of the road reserve shown in Attachment 12.3.1 given the superfluous road reserve has been in place since the realignment of East Nannup Road approximately 55 years ago. The land has been converted to pasture and by closing this section of road reserve and amalgamating it into Lot 11184, the historical issue of the existing dam being located in the road reserve could be resolved.

Subject to the Council's decision, the Minister for Lands will determine whether to permanently close the road reserve. Should the Minister agree and should associated valuation and other matters be acceptable to the applicant/landowner, the portion of the old East Nannup Road reserve will be amalgamated into the adjoining Lot 11184.

STATUTORY ENVIRONMENT:

The *Land Administration Act* and *Land Administration Regulations* require the Local Government to seek comment for at least 35 days. Council administration has met this requirement through writing to adjoining/nearby landowners, relevant servicing authorities and State Government agencies and inviting comments from the wider community through the public notice in a local paper.

Council now needs to formally resolve to finalise the closure and indemnify the Department of Planning, Lands and Heritage against any costs that may arise (survey documentation, stamp duty etc.). It is recommended that these costs should be borne by the applicant/landowner.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

RECOMMENDATION:

That Council:

1. Agree to permanently close the section of the old East Nannup Road reserve adjoining Lots 11184 and 11185 Hayes Road, East Nannup, as shown in Attachment 12.3.1.
2. Request the Minister for Lands to permanently close the portion of the old East Nannup Road reserve shown in Attachment 12.3.1 with the closed road reserve being amalgamated into Lot 11184.
3. Indemnifies the Department of Planning, Lands and Heritage against any costs in the process, with these costs being borne by the applicant/landowner.
4. Delegate authority to Council's Chief Executive Officer to progress matters with the Department of Planning, Lands and Heritage, other agencies and the applicant/landowner regarding the closure of the road reserves, including the signing and sealing of all documentation required.
5. Recommend that the owners of Lots 11184 & 11185 legally formalise access to the dam via easements and/or a deed.

VOTING REQUIREMENTS:

Simple Majority

18129 MELLEMA/HANSEN

That Council:

- 1. Agree to permanently close the section of the old East Nannup Road reserve adjoining Lots 11184 and 11185 Hayes Road, East Nannup, as shown in Attachment 12.3.1.***
- 2. Request the Minister for Lands to permanently close the portion of the old East Nannup Road reserve shown in Attachment 12.3.1 with the closed road reserve being amalgamated into Lot 11184.***
- 3. Indemnifies the Department of Planning, Lands and Heritage against any costs in the process, with these costs being borne by the applicant/landowner.***
- 4. Delegate authority to Council's Chief Executive Officer to progress matters with the Department of Planning, Lands and Heritage, other***

agencies and the applicant/landowner regarding the closure of the road reserves, including the signing and sealing of all documentation required.

- 5. Recommend that the owners of Lots 11184 & 11185 legally formalise access to the dam via easements and/or a deed.*

CARRIED (8/0)

AGENDA NUMBER:	12.5
SUBJECT:	Request for Shire of Nannup to Meet Dedication Costs (Poison Swamp Road)
LOCATION/ADDRESS:	Poison Swamp Road, Darradup
NAME OF APPLICANT:	Alan Boynton on behalf of R & S Bruce, N & A Hamilton, J Gouldney and I Jarzabek (owners of Lot 11864 Poison Swamp Road)
FILE REFERENCE:	ROA83
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	16 July 2018
PREVIOUS MEETING REFERENCE:	27 April 2017 & 24 August 2017
ATTACHMENT:	12.5.1 – Email and letter from Alan Boynton 12.5.2 – Email from Department of Planning, Lands and Heritage

BACKGROUND:

Council administration has received a request from the applicant, Alan Boynton, in relation to the request to close a portion of unnamed road reserve and dedicate Poison Swamp Road, Darradup which was considered by Council at its meeting of 24th August 2017.

At the abovementioned meeting Council resolved the following at minute No.17154:

“That Council:

- 1. Endorse the Concept Plan in Attachment 12.1.1.**
- 2. Agrees to initiate permanent road reserve closure action, under section 58 of the Land Administration Act 1997, to close an unnamed road reserve which is amalgamated into the State Forest as set out in Attachment 12.1.1.**
- 3. Supports the road reserve dedication of Poison Swamp Road to provide legal and practical vehicular access to Lots 11864, 2042 and 2883 as set out in Attachment 12.1.1.**
- 4. Requests the Minister for Lands to support the above permanent road reserve closure and the associated road reserve dedication from a portion of the State Forest.**

5. **Requires the owners of Lot 11864 to confirm in writing they will meet all costs associated with the road reserve dedication and closure processes and indemnify the Shire against any costs in the processes.**
6. **Notes that subject to point 5 being appropriately addressed by the owners of Lot 11864, to the satisfaction of the local government, the Shire of Nannup in-turn indemnifies the Department of Planning, Lands and Heritage against any costs in the processes, with these costs being borne by the owners of Lot 11864.**
7. **Delegates authority to the Shire's Chief Executive Officer to progress matters with the Department of Planning, Lands and Heritage, other agencies and the applicant/landowner regarding the closure of the road reserve and the dedication of the road reserve including the signing and sealing of all documentation required.**
8. **Requests the owners of Lots 2042 and 10622 to progress securing an easement to Lot 10622 prior to the dedication of Poison Swamp Road.**
9. **Will separately consider the extent of the owners of Lot 11864 needing to upgrade Poison Swamp Road and/or upgrade the Poison Swamp Road/Brockman Highway intersection through either a subdivision or strata subdivision application of Lot 11864 or prior to Poison Swamp Road being dedicated with the Shire.**
10. **Requests the Department of Biodiversity, Conservation and Attractions to consider the provision of an easement through the State Forest to Lot 3946 given this land parcel may in the future change from Unallocated Crown Land to a freehold lot or another form of land tenure."**

The applicant has requested that Council meet the costs of the closure of the unnamed road reserve and the dedication of Poison Swamp Road as outlined in Attachment 12.5.1.

COMMENT:

As per Council's resolution above, the applicant was required to confirm in writing that they would meet all costs associated with the road reserve dedication and closure processes and indemnify Council against any costs in the processes before the formal request would be forwarded to the Department of Planning, Lands and Heritage (DPLH) for final approval.

This is consistent with Shire of Nannup *Local Planning Policy LPP15 Dedication of Road Access* which states in Policy Statement 1(b)(2) "all landowners that the proposed dedicated road will benefit, have agreed to pay all costs incurred during the dedication process."

On 24th May 2018 Mr Neville Hamilton and Mr Rick Bruce addressed Council to outline the history of Poison Swamp Road and to further request that Council meet the

costs of the closure and dedication. Following receipt of the request from the applicant and prior to this meeting, Council administration had made enquiries to the DPLH to determine what costs would be involved in order to finalise the unnamed road reserve closure and dedication of Poison Swamp Road.

The DPLH provided a response on 28th June 2018 which indicated that there were no anticipated costs associated with the proposal as is shown in Attachment 12.5.2.

Council administration further clarified the information from DPLH in a telephone call to the Department's Land Surveying Coordinator on 29th June 2018 who confirmed as follows:

- In the case of the unnamed road reserve closure, the land is to be amalgamated into the surrounding State Forest. A survey would only be required if the closed reserve was to be acquired and amalgamated into freehold land.
- In the case of the road dedication, as the road is already constructed the reserve can be created using existing Crown Land surveys and aerial photography. There is no additional surveying required as the surrounding land is State Forest and not freehold land.

The Land Surveying Coordinator also advised that this situation is fairly unique and the above would not apply if Poison Swamp Road was not already constructed or if the proposed road reserve closure or dedication was adjacent to freehold land.

While administration notes there are no anticipated costs to progress the closure of the unnamed road reserve and dedication of Poison Swamp Road, it is suggested that if Council were to agree to the request from the applicant that an unacceptable precedent could be set for future requests whereby Council would be expected to accept financial responsibility.

It is therefore suggested that Council acknowledges that while there are no anticipated costs to finalise the unnamed road reserve closure and dedication of Poison Swamp Road, the applicant will still be required to confirm in writing that they will meet any costs associated with the road reserve dedication and closure processes and indemnify Council against any costs in the processes.

It is also suggested that Council should not pursue an upgrade to the intersection of Poison Swamp Road and Brockman Highway at this time, however should a conditional survey strata approval be issued in the future, a condition of the approval may require a minor upgrading of the intersection.

STATUTORY ENVIRONMENT:

Land Administration Act and Land Administration Regulations.

POLICY IMPLICATIONS:

Local Planning Policy LPP13 Car Parking and Vehicular Access, LPP15 Dedication of Road 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.

FINANCIAL IMPLICATIONS:

The applicant has paid the application fee in accordance with the Council's fees and charges. The owners of Lot 11864 are required to meet all costs associated with the road dedication and road closure processes including survey, land acquisition, State Government administration fees and associated survey strata subdivision fees.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

That Council:

1. Acknowledge that there are no anticipated costs to finalise the unnamed road reserve closure and dedication of Poison Swamp Road.
2. Advise the applicant that they are required to confirm in writing that they will meet any costs associated with the road reserve dedication and closure processes and indemnify the Shire against any costs in the processes.
3. Advise the applicant that Council will not pursue an upgrade to the intersection of Poison Swamp Road and Brockman Highway at this time, however should a conditional survey strata approval be issued in the future, a condition of the approval may require a minor upgrading of the intersection.

VOTING REQUIREMENTS:

Simple Majority

18130 BUCKLAND/LONGMORE

That Council:

1. ***Acknowledge that there are no anticipated costs to finalise the unnamed road reserve closure and dedication of Poison Swamp Road.***

- 2. Advise the applicant that they are required to confirm in writing that they will meet any costs associated with the road reserve dedication and closure processes and indemnify the Shire against any costs in the processes.***

- 3. Advise the applicant that Council will not pursue an upgrade to the intersection of Poison Swamp Road and Brockman Highway at this time, however should a conditional survey strata approval be issued in the future, a condition of the approval may require a minor upgrading of the intersection.***

CARRIED (7/1)
Against: Cr Fraser

AGENDA NUMBER:	12.6
SUBJECT:	Stop Puppy Farming
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	WALGA
FILE REFERENCE:	DEP 14
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	12 July 2018
ATTACHMENT:	12.6.1 – Stop Puppy Farming Local Government Consultation Paper

BACKGROUND:

The State Government has committed to introduce laws to”

- a) Stop puppy farming and the supply chains that this industry.
- b) Improve the health and welfare of dogs in Western Australia.
- c) Stop the overbreeding of dogs.

The Government has prepared a Local Government Consultation Paper, and has requested WALGA coordinate a sector response in alignment with the State Local Government Partnership Agreement.

WALGA, together with Local Government Professionals WA, are members of the Ministerial Working Group overseeing the Stop Puppy Farming initiative, and have promoted the view that the Local Government section should be the subject of a consultation process separate to the public consultation process.

The Stop Puppy Farming Local Government Consultation Paper is designed for Local Governments to consider and comment on the recommended actions, and proposed implementation process of the stop puppy farming proposals.

Local Government has a long-standing involvement in animal welfare, and has a majority interest in the introduction of legislative measures to reduce overbreeding which results in unwanted and abandoned dogs, and poor animal welfare standards often associated with unregulated breeding of dogs for profit.

The State Government aims to implement the following key elements of the Puppy Farming Policy:

- a) Mandatory de-sexing of dogs unless an exemption is requested for breeding purposes or for reason stated by a registered veterinarian.
- b) A centralised registration system to ensure every dog and puppy can be identified at the point of sale or adoption, including in advertisements for sale.
- c) The transition of pet shops into adoption centres that will only sell puppies and dogs from approved rescue organisations and animal shelters

- d) Mandatory standards for dog breeding, housing, husbandry, transport and sale.

COMMENT:

Local Government already has a long-standing involvement in animal welfare, and a majority interest in the introduction of legislation measures to address puppy farming and it is important that the Council provides input on this issue.

Shire staff have considered the State Government's proposals and completed the WALGA Local Government Consultation Paper (Attachment 1) for submission by the 1 August 2018 deadline.

STATUTORY ENVIRONMENT:

Nil – Currently

Potential for introduced legislative frameworks dependent on the results of the Consultation period.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

RECOMMENDATION:

That Council endorses the City's response to the State Government 'Stop Puppy farming' consultation paper as per Attachment 12.6.1.

VOTING REQUIREMENTS:

Simple Majority

18131 STEER/FRASER

That Council endorses the City's response to the State Government 'Stop Puppy farming' consultation paper as per Attachment 12.6.1.

***CARRIED (7/1)
Against: Cr Mellema***

AGENDA NUMBER:	12.7
SUBJECT:	Regional Waste Project
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	South West Regional Group of Councils
FILE REFERENCE:	HLT 8
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	17 July 2018

BACKGROUND:

The South West Regional Waste Group (SWRWG) is made up of the Local Governments within the South West Region of Western Australia all of which have met on a periodic basis for some time to address ongoing waste challenges in the region.

In June, the CEO and the Manager Infrastructure attended an officer meeting at the Shire of Capel to discuss regional waste and how to get the project restarted.

The group recommended a project officer be employed for a period of 12-months and that each constituent council support the initiative. This project officer will be hosted at the City of Busselton.

COMMENT:

The (SWRWG) was formed out of the Bunbury Wellington Group of Councils (BWGC) as a means of expanding the catchment and the retention of grant funds. The SWRWG identified a subregional waste site location in the Shire of Capel, and conducted a number of relevant preliminary site studies. A number of Capel residents became concerned and found issues with the proposed use forcing an enormous amount of pressure on the Shire of Capel resulting in the site being lost.

With the preferred site being lost, the group hoped to look for other opportunities, however around that same time the State Government elections saw cost reduction measures and this combined with the SWRWG having no clear project in site meant the funding was lost.

The previous focus for waste management was diversion from landfill via recycling initiatives. Recent changes in technology and the recycling market have resulted in the need to put the waste to energy conversation back on the table for discussion along with the possibility of outsourcing waste disposal.

At the recent meeting of the SWRWG it was recognised that there was a need to identify all potential solutions available to the group and that a project officer should

be employed for a 12-month period. The plan was to employ the officer in the 2018/19 with contributions from the South West Councils.

The Shire of Nannup, along with other local governments, already face significant issues with landfill and recycling arrangements and regional waste management is the only real long term solution based on individual costs being able to be reduced through economies of scale.

The Shire of Nannup through its 2018/19 budget deliberations has chosen to take back management of the Nannup Waste Facility in order to gain a better understanding of the waste situation in Nannup. The employment of a project officer to investigate regional waste options is timely with the Shire taking back the management of the Nannup Waste Facility.

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

One-off \$1,000 contribution within the 2018/19 budget.

STRATEGIC IMPLICATIONS:

Shire of Nannup Community Strategic Plan 2017-2027
Our Natural Environment
4.3 Out Sustainable Future

RECOMMENDATION

That Council;

1. Continue to participate in the South West Regional group of Councils investigation in to waste management solutions for the South West.
2. Provide a financial contribution of \$1,000 for the appointment of the Project Officer to undertake the required research of the waste that is to be managed throughout the South West.
3. Acknowledge that the project officer is to be hosted by the City of Busselton.

VOTING REQUIREMENTS:

Simple Majority

18132 LONGMORE/MELLEMA

That Council;

- 1. Continue to participate in the South West Regional group of Councils investigation in to waste management solutions for the South West.***
- 2. Provide a financial contribution of \$1,000 for the appointment of the Project Officer to undertake the required research of the waste that is to be managed throughout the South West.***
- 3. Acknowledge that the project officer is to be hosted by the City of Busselton.***

CARRIED (8/0)

AGENDA NUMBER:	12.8
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	9 July 2018
ATTACHMENTS:	12.8.1 - Letter of Acknowledgement

BACKGROUND:

Funding acknowledgement has been received of \$15,000 from the Department of Local Government, Sport and Cultural Industries through the Community Sport and Recreation Facilities fund for the renovation of the toilets and change rooms at the Recreation Centre. As this funding is over \$5,000, Council is required to accept the funding as per policy FNC6.

COMMENT:

The renovation to the toilets and change rooms includes:

- Installing a ceiling into the change rooms and relocating the smoke detectors,
- Installing a ceiling fan into the change rooms,
- Re-tiling of the shower cubicles, and
- Painting of the bricks and floor.

The application requested funding support of \$18,862; however, this has been reduced to \$15,000. The total project value is estimated at \$66,600 which will require a Council cash contribution of \$51,600 from the Recreation Centre reserves. This cash contribution was included within the 2018/19 Budget for the lesser amount of \$50,000. With the decrease in funding there may be the need to increase this contribution by \$1,600.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

A Reserve contribution of up to \$51,600 from the Recreation Centre Reserve Account.

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:

1. That Council accept the grant of \$15,000 from the Department of Local Government, Sport and Cultural Industries for the renovation of the toilets and change rooms at the Recreation Centre.
2. That Council accepts that an additional \$1,600 Reserve contribution may be required to cover the reduction in grant funding received.

VOTING REQUIREMENTS:

Simple Majority

18133 MELLEMA/HANSEN

1. ***That Council accept the grant of \$15,000 from the Department of Local Government, Sport and Cultural Industries for the renovation of the toilets and change rooms at the Recreation Centre.***
2. ***That Council accepts that an additional \$1,600 Reserve contribution may be required to cover the reduction in grant funding received.***

CARRIED (8/0)

AGENDA NUMBER:	12.9
SUBJECT:	Request For Financial Assistance - Cleanaway
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Cleanaway Pty Ltd
FILE REFERENCE:	HLT 8
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	19 July 2018
ATTACHMENTS:	12.9.1 - Letter from Cleanaway Pty Ltd dated 10 May 2018

BACKGROUND:

Cleanaway Pty Ltd became Council's waste and recyclable contractor in 2016 as a result of purchasing Warren Blackwood Waste. From 2016 onwards there has remained an amicable business relationship between Council and Cleanaway.

Council currently has renegotiated a three-year contract with Cleanaway due for expiry on 30 June 2021 based on a Consumer Price Index increase per annum. This is significant in the current waste climate where costs are continuing to rise significantly.

Historically, Cleanaway have been in the waste removal industry for almost 30 years. Over this time significant commitments to waste have been made by Cleanaway including the recent construction of the largest and most advanced recycling facilities in Australia.

The decision to invest in the required infrastructure to support waste commitments was made based on historically, the ability of the company to have access to international markets to sell waste material.

COMMENT:

Council received confirmation of current contract pricing from Cleanaway on 9 May 2018. Previous meetings with this organisation indicated that this increase was based on Nannup's waste management principles and the fact that overall Nannup was considered an easy local government in relation to waste enquiries and usage. However, a further letter was received one day after this confirmation that raised concerns about the viability of the Chinese market in regards to recyclables and the impact that this current volatility was having on the Cleanaway's overall business model. The letter outlined that up until the time of writing, Cleanaway had attempted, as a short term measure, to absorb the costs associated with the withdrawal of the Chinese market but that this would not be a viable outcome in the long term. Cleanaway were therefore writing to ask for financial assistance to help with the overall increased costs. Financial assistance requested was in the form of a

processing fee of \$30/tonne. For the Shire of Nannup this represents a cost of approximately \$3,000 for the 2018/19 financial year.

A meeting to discuss this request in more detail was held in June 2018 between the two parties, from this meeting it was clearly relayed that Council is under no obligation to provide this assistance. Cleanaway are aware that the contract for the upcoming period has been set. Therefore, Council needs to consider the following points before arriving at a decision:

1. The Chinese governments “National Sword” campaign was announced in July 2017. This was approximately 10 months prior to our renegotiations with Cleanaway.
2. Cleanaway Pty Ltd are a publicly listed company with shareholders.
3. Further, they are a commercial business venture that have been operating in the open market for a considerable period. While historically the market for recyclables did include the Chinese market, from a business perspective it is up to each individual entity to ensure that they have built into their business model a factor to cover the loss of any trading partners.
4. Is it realistic for a public company to expect a third party to cover market volatility on their behalf?
5. What repercussions should Council consider if the response to the request is received negatively?

From an officer perspective, after considering the points written above the response is that the profit as well as the risk should remain with Cleanaway. While the monetary consideration is not large, Council needs to remain mindful that financially this organisation has also had to make difficult decisions based on the current economic environment and any contribution will result in further financial constraint in other areas of Council’s budget.

Consideration also needs to be made in regards to future negotiations with this company and what the impact would be if the volatility currently being experienced by Cleanaway resulted in their demise. While this is not something that Officers would like to see, ultimately this is the responsibility of the organisation itself. For all of these reasons, Officer recommendation would be that this request is not affirmed.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Budgetary increase of approximately \$3,000 to the 2018/19 Annual Budget.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

That Council write to Cleanaway declining the financial assistance requested on the basis that the increase in costs is a business risk that should not be covered by customers of the business.

VOTING REQUIREMENTS:

Simple Majority

18134 LONGMORE/STEER

That Council write to Cleanaway declining the financial assistance requested on the basis that the increase in costs is a business risk that should not be covered by customers of the business.

CARRIED (8/0)

AGENDA NUMBER:	12.10
SUBJECT:	Monthly Accounts for Payment - June 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	17 July 2018
ATTACHMENT:	12.10.1 – Accounts for Payment – June 2018

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 June 2018 to 30 June 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	10606 – 10770	315,677.53
Accounts paid by cheque	20287 – 20298	3,709.01
Accounts paid by Direct Debit	DD10179.1 – DD10191.10	42,619.26
<i>Sub Total Municipal Account</i>		\$362,005.80

Trust Account

Accounts paid by EFT	10697 – 10698	1,742.26
Accounts Paid by cheque		0.00
<i>Sub Total Trust Account</i>		\$1,742.26
Total Payments		\$363,748.06

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 \$363,748.06 1 June 2018 to 30 June 2018 in the attached schedule be endorsed.

VOTING REQUIREMENTS:

Simple Majority

18135 STEVENSON/MELLEMA

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$363,748.06 1 June 2018 to 30 June 2018 in the attached schedule be endorsed.

CARRIED (8/0)

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

13.1 OFFICERS

Nil.

13.2 ELECTED MEMBERS

Nil.

14. MEETING CLOSED TO THE PUBLIC
(Confidential Items)

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil.

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

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

15.1 18136 DEAN/LONGMORE

That Council consult with the land owners who are in close proximity to Perks Road, Cundinup; as to the potential rezoning of their land into a tourism precinct, encompassing the major uses listed under our tourism table.

CARRIED (8/0)

15.2 18137 DEAN/MELLEMA

This Council, in consultation with accommodation providers and other interested parties, develop an AirBnB Policy to be implemented in the 2019/20 financial year.

CARRIED (8/0)

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

Nil.

17. CLOSURE OF MEETING

The Shire President declared the meeting closed at 6.19pm.

MINUTES

Risk Management Advisory Committee

Minutes for a meeting of the
Shire of Nannup Risk Management Advisory Committee Meeting
To be held at 2.30pm, Tuesday 14 August 2018
in Council Chambers

CONFIRMATION OF MINUTES

These minutes comprising pages 1 – 8 were confirmed by
Committee on _____ as a true and accurate record.

.....

Cr R Longmore

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Chair Cr Bob Longmore, Council Representative, declared the meeting open at 2.35pm

Visitors:

Robert Bootsma – CESM

David Taylor - CEO

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

Tracie Bishop – Manager Corporate Services

Robin Lorkiewicz – Office Representative

Cr Norm Steer – Council Representative

Jonathon Jones – Manager Infrastructure

Lincoln Kay – Depot Representative

John Brough – Depot Supervisor

Cr Bob Longmore – Council Representative

Neroli Logan – Regional Risk Coordinator

Robert Bootsma – CESM

David Taylor - CEO

Apologies

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

The Minutes of the Risk Management Advisory Committee held on the 12 June 2018 be confirmed as a true and correct record.

STEER/BISHOP

CARRIED 8/0

7. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9. REPORTS BY MEMBERS ATTENDING COMMITTEES

Nil

10. REPORTS OF OFFICERS

MINUTES NUMBER:	10.1.
SUBJECT:	Receipt of all Site Checklists and Incident/Hazard Forms
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 26
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	14 August 2018
ATTACHMENTS:	10.1.1 Site Checklists 10.1.2 Incident/Hazard Forms

BACKGROUND:

Hazard Identification Checklists, Site Checklists and Incident Reports are presented at each meeting as a way of identifying either areas of concern or areas that need work applied to.

COMMENT:

Lincoln, the Depot Health and Safety Representative went through the Depot Checklist and spoke about the written depot checklist for the Committee. The checklist included several areas of improvement. MSDS register requires updating. MI suggested a review of all chemicals currently available and the necessity of each chemical in our stock. Cleaners chemical storage area requires ventilation, shelving and signage. MI and WS mentioned that a new chemical shed for Parks and Gardens is currently being investigated and quotes being sought. Electrical tagging for the Depot's electrical equipment booked in with a local electrician, also to do the Administration building as well. Outdoor staff are attending First Aid Training 2 day course in September.

Robin to book in indoor staff for introduction and refresher courses for all staff, including CESM.

Worth mentioning that Chemcert is now Auschem, however LGIS representative Neroli suggested going straight through Manjimup TAFE for the "Risk Management in Pesticide Use" for the Parks and Gardens staff who regularly use chemicals to control weeds and fertilise plants.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That the Checklists and Incident reports presented to the meeting be accepted.

STEER/LONGMORE

CARRIED 8/0

MINUTES NUMBER:	10.2.
SUBJECT:	Business from Previous Meeting
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 26
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	14 August 2018
ATTACHMENTS:	

COMMENT:

Matters arising from the previous meeting; MI spoke about callouts. Also brought to the South West Local OSH group and received input from other Councils. Discussed that each callout should be assessed case-by-case on factors such as weather, time and availability of staff numbers, this will cause the outcome to vary. Key = response + communication back to responsible agency.
 Actions: Develop Council Policy in relation to nighttime callouts
 Delegations to appropriate staff
 Continue to educate via Shire Notes in Telegraph.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That items will be progressed to any further meetings until such time as they have been completed.

LONGMORE/STEER
8/0

MINUTES NUMBER:	10.3.
SUBJECT:	Review of Strategic Risks
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 22
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	14 August 2018
ATTACHMENTS:	10.3.1 Strategic Risk Register 10.3.2 Potential Consequences/Impacts – Laminated Copy provided to all Risk Management members.

BACKGROUND:

The Risk Management Policy (RM1) requires that the Shire of Nannup will manage risks continuously using a process involving the identification, analysis, evaluation, treatment, monitoring and review of risks. In order to do this each risk must be identified, catalogued on the Risk Register, scored and monitored.

The Risk Management Policy states that:

“The Risk Management Advisory Committee will ensure that all risk management processes are fully recorded throughout the Shire and documented through the Shire’s records management system. This will include regular monitoring to ensure closeout of risks and identification of ongoing issues and trends.”

COMMENT:

This meeting:

Community Expectations:	Current:	Likelihood 2 Impact 2
Reliance on External Funding:	Current:	Likelihood 4 Impact 3
	Target:	Likelihood 4 Impact 2

State Government Devolvment of Responsibilites:

	Current:	Likelihood 3 Impact 3
	Target:	Likelihood 2 Impact 3
DBCA Land Management:	Current:	Likelihood 5 Impact 4
	Target:	Likelihood 5 Impact 2
Structural Reform of the Shire:	Current:	Likelihood 2 Impact 4
	Target:	Likelihood 3 Impact 3
Sustainability of the Shire:	Current:	Likelihood 2 Impact 4
	Target:	Likelihood 2 Impact 3
Workforce Capacity & Capability:	Current:	Likelihood 3 Impact 2

Economic Development:	Current:	Likelihood 3 Impact 3
	Target:	Likelihood 2 Impact 3

Ineffective Governance:	Current:	Likelihood 2 Impact 3
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Natural Disaster:	Current:	Likelihood 3 Impact 3
	Target:	Likelihood 2 Impact 3

Cyber Security:	Current:	Likelihood 2 Impact 3
	Target:	Likelihood 2 Impact 2

STATUTORY ENVIRONMENT: Nil.

POLICY IMPLICATIONS: The Strategic Risk Register forms part of the Integrated Reporting Framework.

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: The Strategic Risk Register summarises the key risks facing the council.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That the Risk Management Advisory Committee review the Strategic Risk Reporting sheets at Attachment 1 and agree Risk Target Scores for each risk above the Risk Tolerance Line and the measures need to mitigate those risks. These reviews should be completed bi-annually from this point forward

BISHOP/JONES

That the Risk Management Advisory Committee review the Strategic Risk Reporting sheets at Attachment 1 and agree Risk Target Scores for each risk above the Risk Tolerance Line and the measures need to mitigate those risks. These reviews should be completed bi-annually from this point forward.

CARRIED 8/0

AGENDA NUMBER:	10.4.
SUBJECT:	Review of Continuity Plan
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 22
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT:	14 August 2018
ATTACHMENTS:	10.4.1 Business Continuity Plan.

COMMENT: Still in Draft

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

The Business Continuity Plan be discussed each meeting until such time the document can be formally endorsed by Council.

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

- (a) OFFICERS
- (b) ELECTED MEMBERS

12. GENERAL BUSINESS

12.1 Western Power Training

LGIS representative Neroli Logan offered to sign Shire of Nannup up to the Western Power training held on the 18th of September approximately 1pm, the training encompasses working around Western Powers Assets and working safely in an emergency. This is a public training event, so therefore all local groups including volunteers were made welcome. CESM to circulate formal invite to local brigades and SES. Also MI to invite local contractors who may work for the Shire from time to time who may also encounter working with Western Power's assets and may need refresher on how to deal in an emergency around powerlines, etc.

12.2 Safety Audit – Update to Evidence File

Due to the upcoming Safety Audit, on the 1st of November MCS is seeking all evidence to be included in the Safety Audit Evidence file. To assist with this matter, LGIS Representative Neroli Logan will have a meeting with the two nominated OSH Representatives on Friday the 17th of August to perform a Desktop Audit.

12.3 Bushfire Brigade Training – BFC 3 Policy

CESM attended the recent BFAC meeting on 6 August, an outcome from that meeting was the majority, of the participants thought that the 2-day training schedule held by Shire of Nannup's CESM is too onerous and should be parred back to one day. CESM feels this may not be in line with Shire's policy BFC 3 and wanted an opinion of the Committee. It was discussed that policy BFC 3 requires updating, and this will go to Council to update the policy's wording to remove the word "desired".

CESM to attend the South West Regional Bush Fire Brigade Risk meeting week of the 20th of August to see what other Council's policies state and to see if the minimum training requirement for Bushfire Volunteers of 2 days is typical of small shires.

Motion that the wording "desired" be removed from BFC 3 to ensure there is no confusion as to level of training required prior to volunteers being on a fire ground, BFC 3 to Council for review **BISHOP/STEER 8/0**

12.4 OSH Safety Manual Updates

12.4.1 4.1 Safety Induction Program

Small update required.

12.4.2 4.2 Training and Development Policy

No update required

12.4.3 4.5 OSH Representative Election Procedure

No update required

12.4.4 4.5.2 OSH Representative Election Form

No update required

12.5 Golf Course Reserve – Asbestos contamination of <1m³

A letter was received by The Shire from The Golf Committee, asking for the asbestos to be cleaned up. The executive received advice from LGIS to remove as much visible material from the site and cover over any residual with earth. A letter is to be written to the Golf Club responding and advising of the actions that will be or have occurred in response to their original letter. Also, requesting that they notify the Shire of any future asbestos matters, i.e exposure or attention needed to the site. Nannup Shire Executive to carry out this task.

12.6 Volunteers – Background checks

It was discussed that Nannup CESH is to attend the SWLGMA meeting week of the 20th of August to discuss the implications of volunteers attending fires who may have a pre-existing health condition, outstanding criminal record, out-of-date drivers licence or any other matter that may see their duties as a volunteer compromised. CESH to formulate a plan to gather appropriate data and perhaps an annual letter asking all volunteers to declare their fitness to attend emergency situations in any capacity required of their role.

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

Nil

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

Nil

15. NEXT MEETING

Tuesday 23rd of October 2018 at 2.30pm in the Council Chambers

16. CLOSURE OF MEETING

Cr Longmore declared the meeting closed at 4.00pm

STRATEGIC RISK REGISTER REPORT

Risk: **Community Expectations** - Inability to meet community expectations of Shire's services, levels of engagement and/or public infrastructure.

Risk Owner: **Chief Executive Officer**

Likelihood	5					
	4					
	3					
	2		C			
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Changing demographics, community communication and consultation, ageing population, mining industry changes, red tape, funding constraints, lack of expertise, structural reform, unrealistic expectations, lack of communication, reactive/squeaky wheel engagement, lack of IT and infrastructure security
Consequence/Impact:	Increased level of complaints. Lack of stakeholder and community trust and respect Disharmony Reduction in community involvement

C = Current Risk Score

T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place: Community information, surveys, media releases, newspaper advertisements, mail drops, reference groups, newsletter Council Action Plan, Reporting on Community Strategic Plan Operational inspections and procedures, Rates book Community aspirations and wish list.		
Further Mitigating Actions Required to Reach Target Risk Score: Set clearer standards and expectations for service levels Inform community of what we don't do Investigate alternative information channels (social media) Cost and inform community of implications of meeting expectations Analyse community feedback for trends	Responsibility for Action: CEO CEO CDO MCS CEO	Action by:

TOLERATE: ✓

TREAT:

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: **Reliance on External Funding** - Inability to deliver expected services due to variation, change or withdrawal of Federal/State Government funding.

Risk Owner: **Manager Corporate Services**

Likelihood	5					
	4		T	C		
	3					
	2					
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Failure to align with region and sub region plans External funding declines through contraction of State budget, changing priorities, economic reasons, political Minutess. Inability to deliver on grants. Perceptions of need from outside stakeholders. Global financial issues/constraints
Consequence/Impact:	Funding for ongoing expenditure is reduced leaving balance to be picked up by ratepayers. Cost reduction measures need to be implemented. Inability to deliver services Unsustainable Local Government

C = Current Risk Score

T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place: Lobbying Identification of available grants Acquitting grants on time Long Term Financial Planning		
Further Mitigating Actions Required to Reach Target Risk Score: Develop shared services and assets Identify alternative income sources Promote financial performance	Responsibility for Action: SMT MCS MCS	Action by:

TOLERATE:

TREAT: ✓

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: State Government Devolvement of Responsibilities - Inability to fund and fulfil additional requirements from State Government devolvement of responsibility.

Risk Owner:

Likelihood	5					
	4					
	3			C		
	2					
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Legislation change State Budget constraints State policy changes, change of Government
Consequence/Impact:	Service interruption Lack of certain services Additional funding requirements

C = Current Risk Score
T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place: Involvement in pilot projects Lobbying at Local Government level and at WALGA level		
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:

TOLERATE: ✓

TREAT:

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: **DBCA Land Management** - Inability to influence Department of Biodiversity Conservation & Attractions activities, management and usage of their land that is 85% of the Shire

Risk Owner: **Chief Executive Officer**

Likelihood	5		T	C		
	4					
	3					
	2					
	1					
		1	2	3	4	5
	Impact					

Triggers. What could cause this risk to materialise?	Inability to adhere to good neighbour policy, Differing expectations between State and Local Governments, Failure to manage fuel loads Decreasing front line personnel/operational staff
Consequence/Impact:	Poor neighbours to private landowners Fuel loads & consequent fire risk Increased reliance on community volunteers Increase of weeds and pests and associated management costs Barrier to development and revenue generation

C = Current Risk Score

T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place:

Lobbying
Meetings with local management
LEMC representation

Further Mitigating Actions Required to Reach Target Risk Score:

Investigate Biosecurity Act 2007 options
Increase political lobbying with local politicians
Work with WBAC & WALGA to promote action at State Government level
Meet with local DBCA managers
Lead by example – improve our own management of weeds
Implement Spray Program – manage quantities & types of chemicals

Responsibility for Action:

CEO
CEO Shire President
CEO Shire President
CEO/MI
MI

Action by:

TOLERATE: ✓

TREAT:

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: **Structural Reform of the Shire** - Unknowns and uncertainties associated with Local Government structural reform resulting in impacts to the Shire's current and future identity.

Risk Owner: **Chief Executive Officer**

Likelihood	5					
	4					
	3			T		
	2				C	
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	The state government could reorganise this tier of government to force local governments to amalgamate.
Consequence/Impact:	Shire ceases to be an independent entity.

C = Current Risk Score
T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place: Identified and working with strategic partners Identified key relationships and influencing factors Attend industry briefings		
Further Mitigating Actions Required to Reach Target Risk Score: Determine preferred position/partners for structural reform	Responsibility for Action: CEO/Council	Action by:

TOLERATE: ✓

TREAT:

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: Sustainability of the Shire – Shire is unable to secure the financial, material and human resources required to provide statutory services.

Risk Owner: Chief Executive Officer

Likelihood	5					
	4					
	3					
	2			T	C	
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Failure to address long term financial position. Failure to deliver priorities.
Consequence/Impact:	Council forced into amalgamation or seeks voluntary amalgamation. Shire ceases to exist as an independent entity.

C = Current Risk Score
T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place:		
Continued communication with Minister LG for future updates		
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:
Review Long Term Financial Plan Communication Minister LG	CEO MCS MCS	

TOLERATE:

TREAT: ✓

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: **Workforce Capacity & Capability** – Shire is unable to attract and retain sufficiently skilled employees, demand for services exceeds capacity of current workforce structure.

Risk Owner: **Chief Executive Officer**

Likelihood	5					
	4					
	3		C			
	2					
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Increase in statutory responsibilities without sufficient additional funding Inability to compete for experienced staff.
Consequence/Impact:	Services reduced to align with capacity of staffing structure Errors and omissions in statutory processes result in liability claims, poor reputation and increased costs.

C = Current Risk Score
T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place:		
Workforce plan is in place		
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:
Continually review workforce plan	MCS	

TOLERATE: ✓

TREAT:

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: Economic Development - Inability to capitalise on economic development opportunities including agriculture, tourism, woodcraft, recreation

Risk Owner: Chief Executive Officer

Likelihood	5					
	4					
	3			C		
	2			T		
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Fractured industry, financial constraints, resource constraints, lack of iconic feature, lack of sustainable employment
Consequence/Impact:	Increased unemployment Greater demand for Shire support Reduced rate base More closed stores on main street

C = Current Risk Score

T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place:		
Economic development workshops held. Area being promoted as tourist destination Support for festivals and events Community Bus		
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:
Trail development Investigate a relationship with foreign town Improve the occupancy of Main Street – discuss options with owners Produce Economic Development Strategy Increase attractiveness of operating rural smallholdings Community	CDO CDO CEO CDO CDO	

TOLERATE:

TREAT: ✓

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: Ineffective Governance - Failure to implement and adhere to effective corporate governance and management practices
Risk Owner: Chief Executive Officer

Likelihood	5					
	4					
	3					
	2			C		
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Inconsistent project management, reliance on external expertise, inconsistent risk management practices
Consequence/Impact:	Legal liabilities and increased insurance claims. Budget overspends, higher running costs. Increased staff turnover.

C = Current Risk Score
T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place:		
Policies & procedures in place and reviewed		
Further Mitigating Actions Required to Reach Target Risk Score: Consider implementing contract management training & Risk Management with LGIS	Responsibility for Action: CEO MCS MI	Action by:

TOLERATE: ✓

TREAT:

TRANSFER:

TERMINATE:

STRATEGIC RISK REGISTER REPORT

Risk: **Natural Disasters** - Fail to meet legislative requirements and community expectation to prepare, prevent, respond to and recover from natural disasters, including community emergency management.

Risk Owner: **Manager Infrastructure**

Likelihood	5					
	4					
	3			C		
	2			T		
	1					
		1	2	3	4	5
Impact						

Triggers. What could cause this risk to materialise?	Climate variation, natural disasters, funding constraints, resource constraints, Department of Biodiversity Conservation and Attractions land.
Consequence/Impact:	Increase community and property exposures to disasters. Increased DBCA coverage of prescribed burns around South West

C = Current Risk Score
T = Target Risk Score (if Current score above tolerance line)

Mitigating Actions/Controls Already in Place: LEMC SWMA BCP Internal Management Procedures		
Further Mitigating Actions Required to Reach Target Risk Score: Review and update emergency management plans.	Responsibility for Action: MI	Action by:

TOLERATE: ✓

TREAT:

TRANSFER:

TERMINATE:

Attachment 10.3.2

POTENTIAL CONSEQUENCES / IMPACT

	IMPACTS				
	Negligible	Slight	Moderate	Critical	Catastrophic
	1	2	3	4	5
Financial	\$0 - \$25k	\$25k-\$50k	\$50k-\$100k	\$100k - \$500k	Over \$500k
Reputation	Contained within the individual service area. Short term impact. Single complaint.	Affects two service areas. Minor impact on public memory. Multiple complaints from single source.	Affects multiple service areas. Medium term impact on public memory. Multiple complaints from multiple sources.	Medium term impact on public memory. Regional/State media coverage	Permanent or long term damage to reputation. Negative national media attention requiring planned response.
Stakeholders	Insignificant impact on stakeholders.	Affects only one group of stakeholders.	Affects more than one group of stakeholders.	Affects more than three groups of stakeholders.	N/A
Customers	Minimal impact or service disruption to customers. Contained within service area.	Minor impact to customers and customer dissatisfaction. Limited service disruption (up to one week)	Moderate impact to customers and customer dissatisfaction. Limited service disruption (up to 3 months).	Significant service disruption and customer opposition. Unable to deliver normal services.	Loss of capacity to deliver services. Significant customer opposition.
Regulatory	Recommendations for improvement made.	Minor penalty incurred.	Legal action by regulator.	Service taken over temporarily.	Service taken over permanently.
Personal Injury	Minor Injury or illness.	Medical attention required e.g. broken bones.	More significant injury, multiple broken bones, or temporary disability.	Loss of limb. Major illness. Multiple serious injuries.	Loss of life. Large scale major illness.

Attachment 10.3.2

LIKELIHOOD

	LIKELIHOOD	APPROXIMATE PROBABILITY	POTENTIAL TIMING	DESCRIPTION
5	Very Likely	>90%	This week	Expected to occur in most circumstances
4	Probable	55% to 90%	This year	Some controls in place. Will probably occur in most circumstances
3	Possible	15% to 55%	Next year	Previous experience of event or similar event occurring
2	Remote	1% to 15%	Next year to five years	Not likely to occur in normal circumstances
1	Improbable	0% to 1%	Next ten years	Would only occur in exceptional circumstances. No previous occurrence.

Attachment 12.1.1

Register of Delegated Development Approvals

Application Number	Owner's Name	Applicant's Name	Assessment Number	Property Address	Type of Development	Works or Use	Value of building work	Date Received	Advertised	Issue Date	Authority
2018/32	Stephanie Cornu	Stephanie Cornu	A1531	Lot 62(20) Thomas Rd, Nannup	Additional use (rural pursuit)	Use	\$10,000.00	19/06/2018	Yes - 2 weeks	19/07/2018	Delegated - CEO
2018/35	Andrew Stoddart	Milford Homes Pty Ltd	A1561	Lot 118 (11) Hitchcock Dr, Nannup	Single dwelling (R-Codes variation)	Works & Use	\$229,880.00	9/07/2018	Yes - 2 weeks	30/07/2018	Delegated - CEO



Attachment 12.2.2

SHIRE OF NANNUP RECEIVED	
Ref: A1405	No:
25 MAY 2018	
Officer:	planning

Po Box 25

Nannup WA 6275

25/5/18

Shire of Nannup

Adams St

Nannup WA 6275

RE: Development application 141 Dean Rd

Dear Sir/Madam/

The building location was chosen for a number of reasons.

The building was always designed as an addition to a house that will be built on the building envelope defined by the flood level and the olive grove layout.

It is designed as a shed/storage/QA facility for the property mainly for analyzing and storing produce. As such, it was built low in the site so that the transfer of olive oil could be carried out by gravitation instead of pumps.

Another influence on the decision to situate the building there was the aesthetics of the whole property as viewed from my neighboring properties and from properties overlooking the olive grove. The location of the building means that only a small portion of the building can be seen and it will be hidden in two years due to the tree growth.

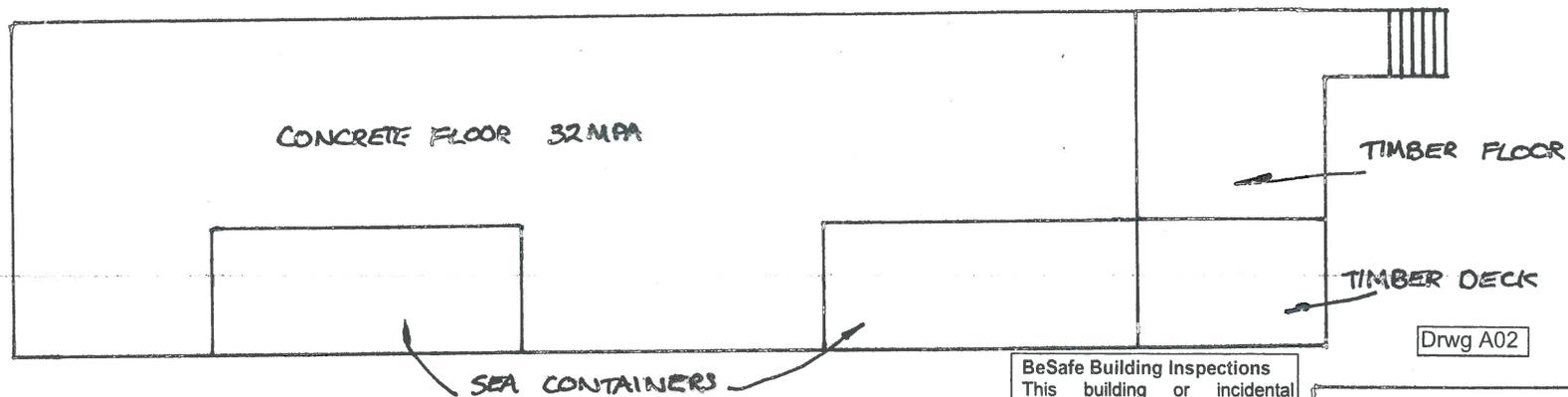
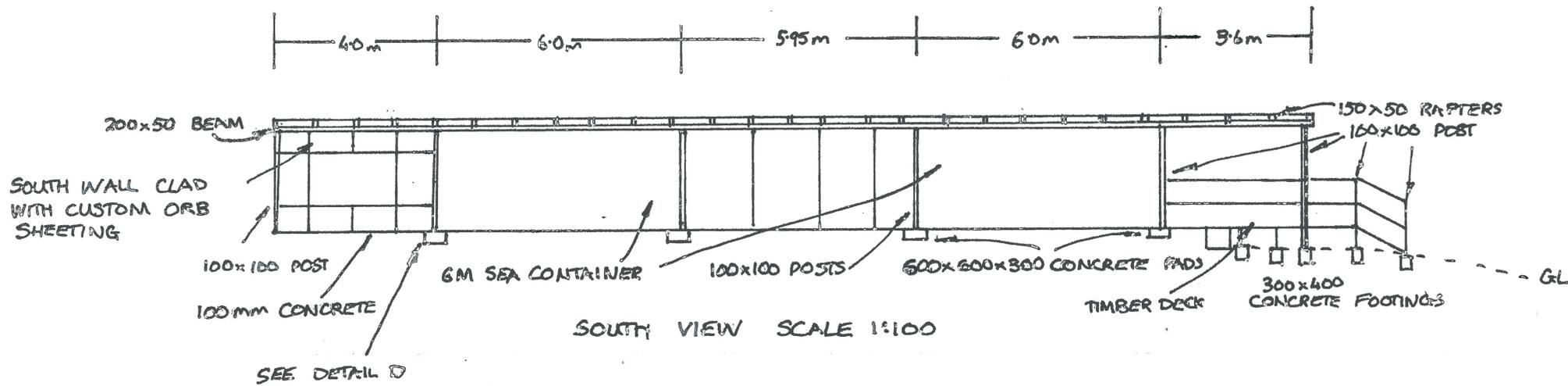
I believe that floor height is very close to being at the 1/100 year flood level and therefore poses a 1 in 100 year risk of being flooded. As it is not designed as a dwelling, this seems an acceptable risk.

Kind regards

Mick



Mick

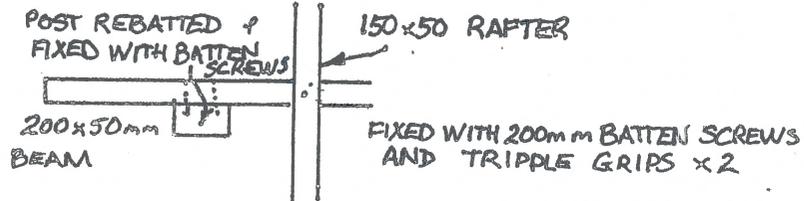


Drwg A02

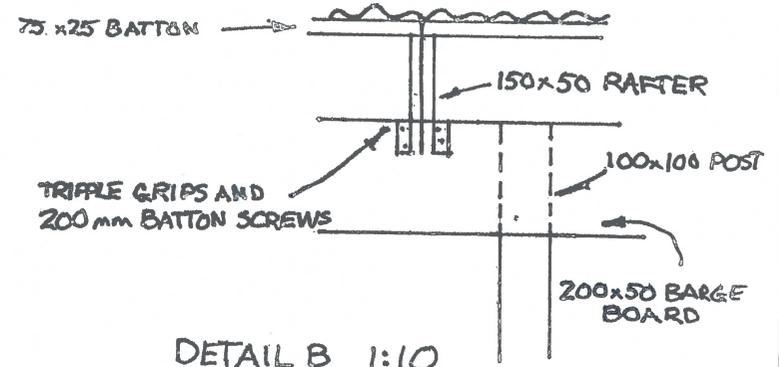
BeSafe Building Inspections
 This building or incidental structure substantially complies with each applicable building standard.

Peter Butcher - Level 2
 Reg No's: Contractor 2018
 Practitioner 149

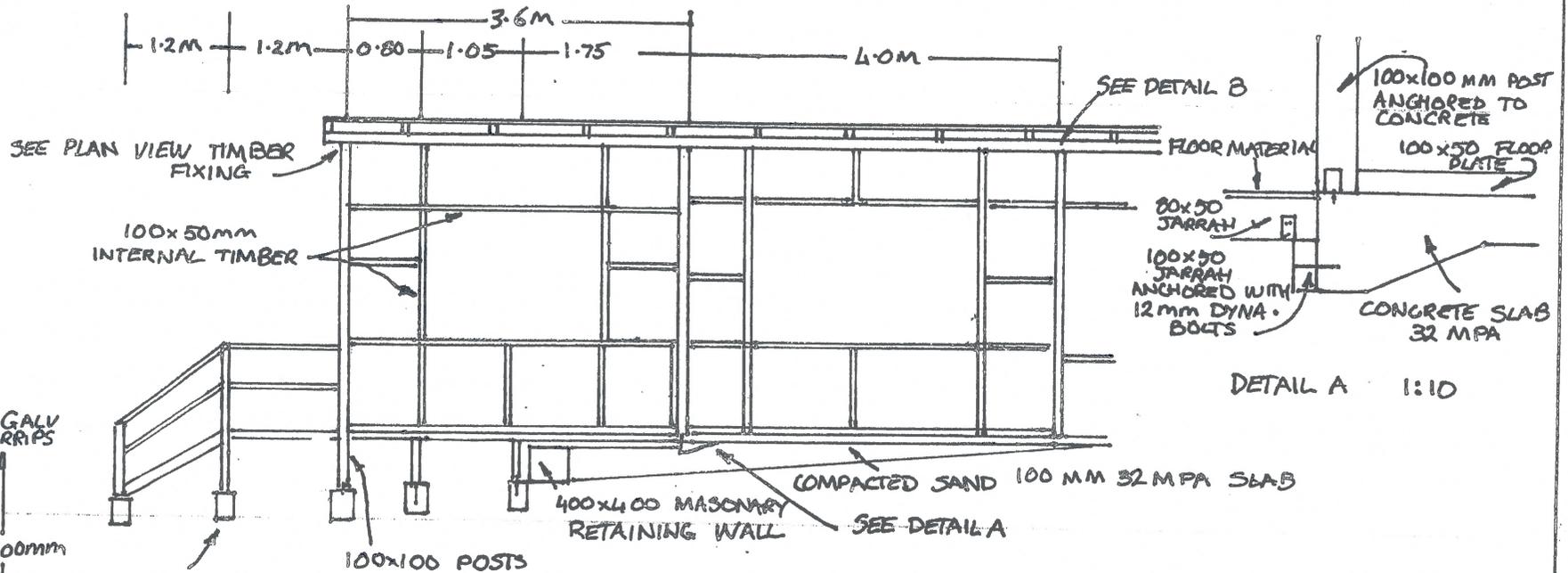
SHED PLAN
 108 DEAN RD
 SOUTH VIEW & PLAN
 VIEW SCALE 1:100



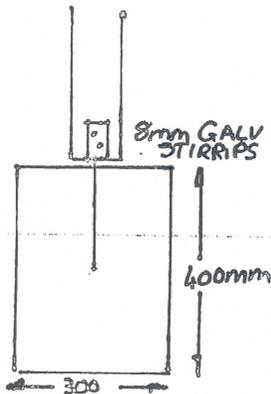
PLAN VIEW TIMBER FIXING 1:10



DETAIL B 1:10



DETAIL A 1:10



FOOTING DETAIL C

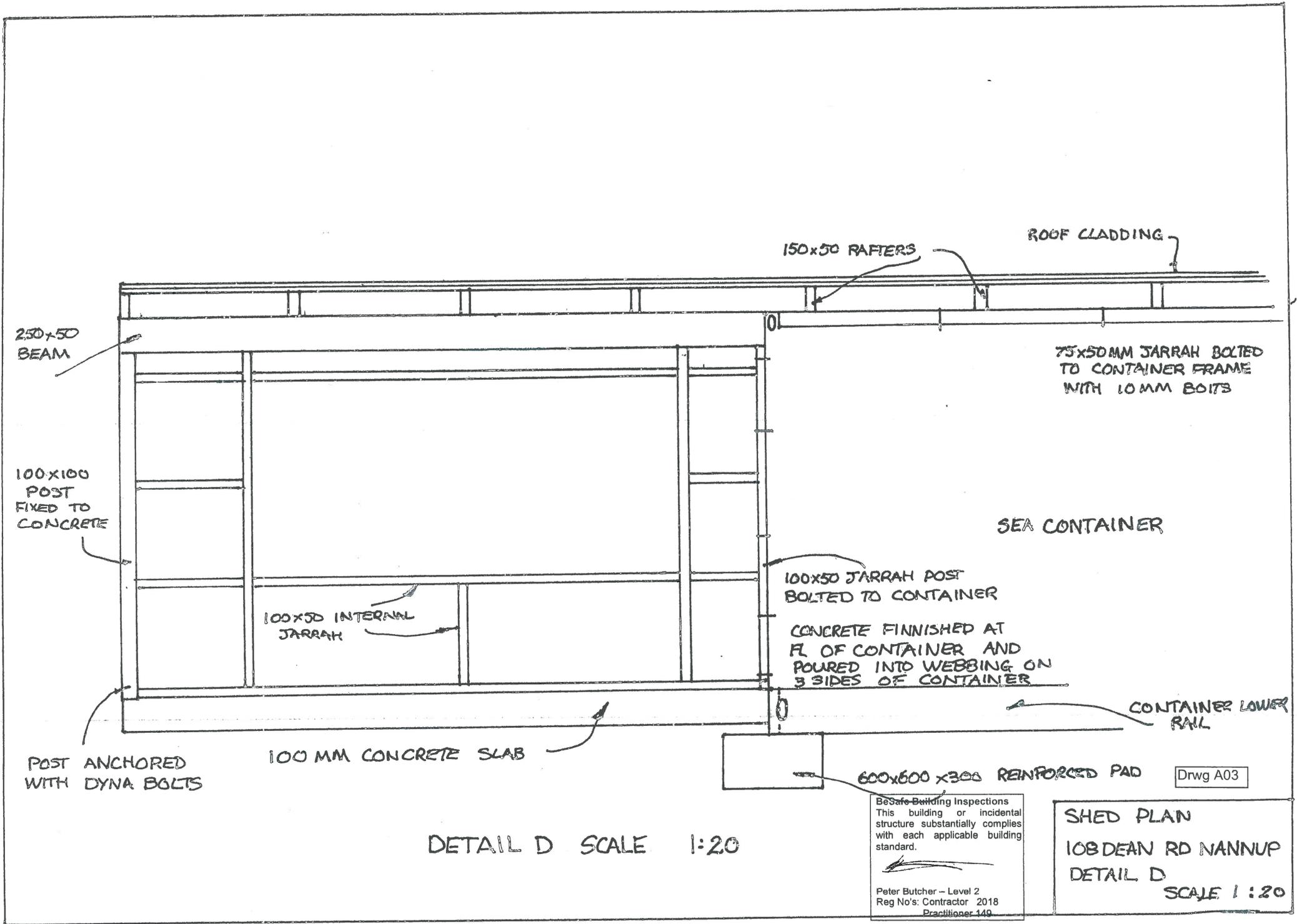
SEE FOOTING DETAIL C

BeSafe Building Inspections
 This building or incidental structure substantially complies with each applicable building standard.

Peter Butcher - Level 2
 Reg No's: Contractor 2018
 Practitioner 149

Drwg A01

SHED PLAN
 108 DEAN RD NANNUP
 NORTH ELEVATION
 EASTERN END SCALE 1:50

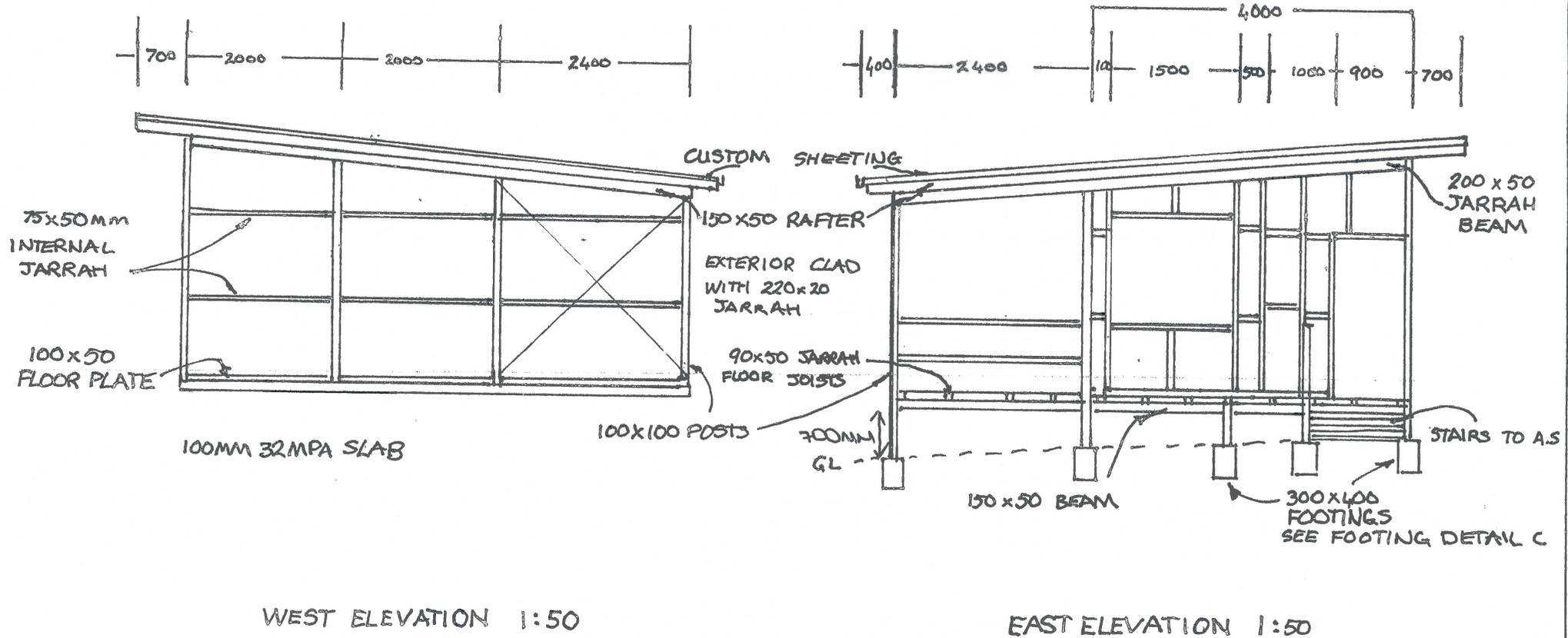


DETAIL D SCALE 1:20

BeSafe Building Inspections
 This building or incidental structure substantially complies with each applicable building standard.
 Peter Butcher - Level 2
 Reg No's: Contractor 2018
 Practitioner 149

SHED PLAN
 108 DEAN RD NANNUP
 DETAIL D
 SCALE 1:20

Drwg A03



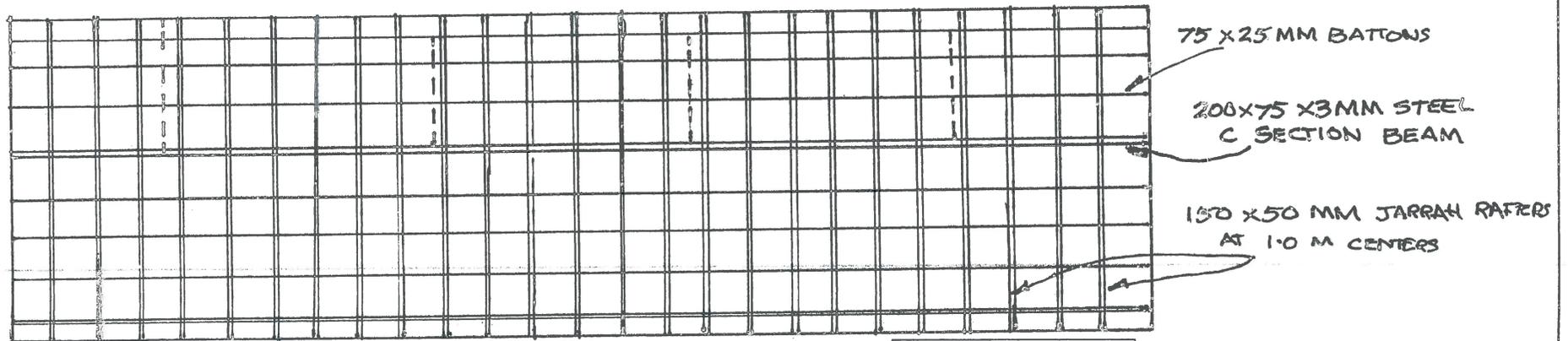
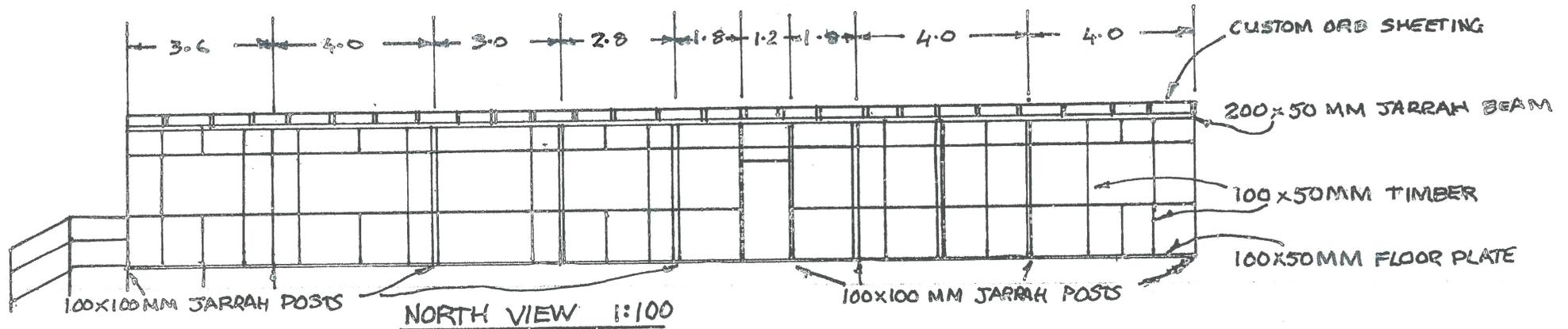
BeSafe Building Inspections
 This building or incidental structure substantially complies with each applicable building standard.

[Signature]

Peter Butcher – Level 2
 Reg No's: Contractor 2018
 Practitioner 149

Drwg A04

SHED PLAN
 108 DEAN RD NANNUP
 EAST AND WEST ELEVATION
 SCALE 1:50



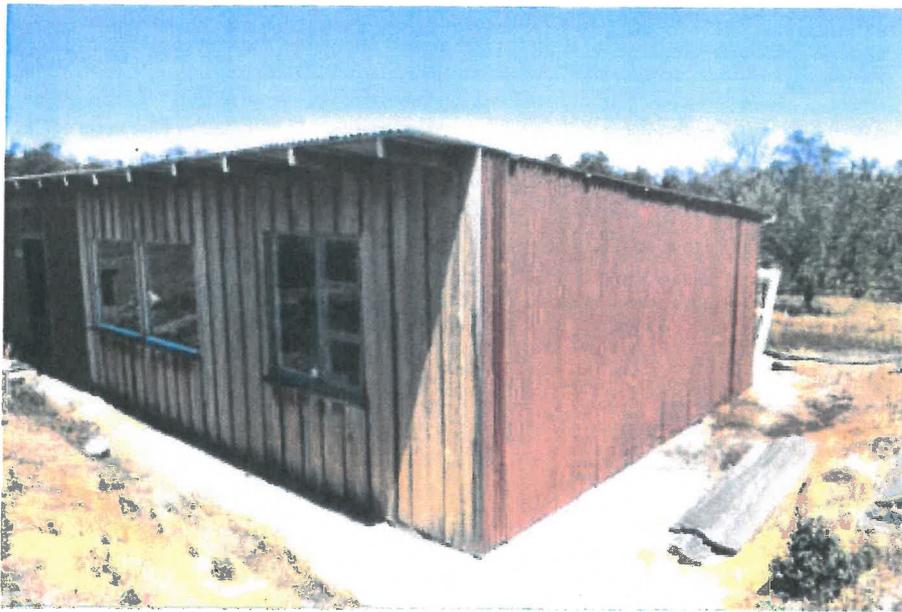
ROOF PLAN 1:100

BeSafe Building Inspections
 This building or incidental structure substantially complies with each applicable building standard.

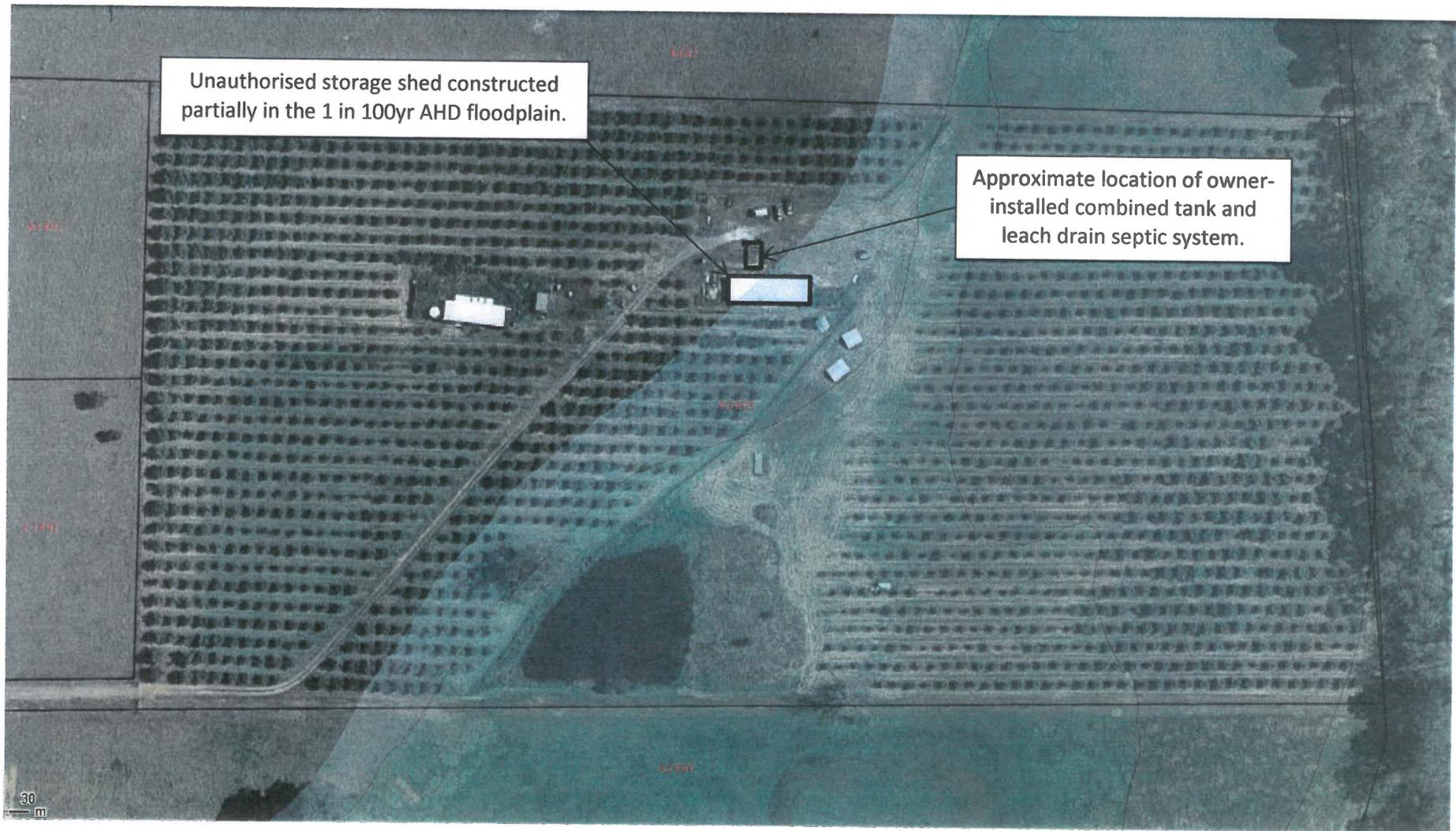
Drwg A05

Peter Butcher – Level 2
 Reg No's: Contractor 2018
 Practitioner 149

SHED PLAN
 108 DEAN RD NANNUP
 NORTH VIEW AND ROOF PLAN
 SCALE 1:100



Attachment 12.2.3



Unauthorised storage shed constructed partially in the 1 in 100yr AHD floodplain.

Approximate location of owner-installed combined tank and leach drain septic system.

30 m

Attachment 12.2.4**Jane Buckland**

From: Cathie Derrington <cathie.derrington@dwer.wa.gov.au>
Sent: Wednesday, 4 July 2018 9:12 AM
To: Jane Buckland
Cc: Simon Rodgers
Subject: RE: APPLICATION FOR RETROSPECTIVE APPROVAL OF AN OUTBUILDING BUILT IN A FLOODPLAIN
Attachments: PA21013 flood map 108dean.pdf

Our Reference: DWERT903~9, PA021013

Your Reference: A1493

To: Shire of Nannup

From: Department of Water and Environmental Protection

Attention: Jane Buckland

RE: APPLICATION FOR RETROSPECTIVE APPROVAL OF AN OUTBUILDING BUILT IN A FLOODPLAIN

The Department of Water and Environmental Regulation (DWER) has reviewed the application for retrospective approval of an outbuilding built in a floodplain, 141 Dean Road, Nannup.

The proposed location is located on the Blackwood River Floodplain.

The Department of Water and Environmental Regulation provides advice and recommends guidelines for development on floodplains with the object of minimising flood risk and damage.

The Blackwood River Flood Study through Nannup shows that a large portion of the lot is affected by flooding during major river flows with the following flood levels expected (refer to attached plan):

1 in 25 AEP	65.4 m AHD
1 in 100 AEP	67.07 m AHD.

An observed flood level of 67.2 m AHD was recorded at the Timber Processing facility on the opposite bank of the Blackwood River for an event in January 1982. This event is similar in magnitude to the expected 1 in 100 AEP flood event.

Based on our floodplain management strategy for the area:

- Proposed development (ie, filling, building, etc) that is located outside of the floodplain is considered acceptable with respect to major flooding. However, a minimum habitable floor level of 67.78m AHD is recommended to ensure adequate flood protection.
- When development is proposed within the floodplain our department assesses each proposal based on its merits and the factors examined include depth of flooding, velocity of flow, its obstructive effects on flow, possible structural and potential flood damage, difficulty in evacuation during major floods and its regional benefit.

With regard to this proposal the following comments are provided:

- The proposal will not obstruct flows and detrimentally effect the flooding regime
- A lower level of flood protection (than 1 in 100 AEP) may be considered given the non-habitable nature of the proposal . However, all electrical installations should be located above the 1 in 100 AEP flood level (or as high as practicable) to increase the resilience of the building to future flood events.

Based on the above discussion, the proposed shed is considered acceptable with regard to major flooding and will not set any precedence's at odds with the departments flood management advice.

Yours faithfully,

Cathie Derrington
Environmental Officer
Planning Advice /CAWS /WWC - South West Region

Department of Water and Environmental Regulation
35-39 McCombe Road, BUNBURY, WA 6230
PO Box 261, BUNBURY, WA 6231
T: (08) 9726 4184 | F: (08) 9726 4100 | Ext: 1184
E: cathie.derrington@dwer.wa.gov.au | www.dwer.wa.gov.au
Twitter: [@DWER_WA](https://twitter.com/DWER_WA)

Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.



Legend

- Cadastre - Land Tenure
- FPM Floodplain Area
 - 1 in 10 (10%) AEP floodplain
 - 1 in 20 (5%) AEP floodplain
 - 1 in 25 (4%) AEP floodplain
 - 1 in 50 (2%) AEP floodplain
 - 1 in 100 (1%) AEP floodplain
 - 1 in 200 (0.5%) AEP floodplain
 - 1 in 500 (0.2%) AEP floodplain
 - Designated flood event floodplain
 - Maximum channel capacity Probable maximum flood
- FPM Extent of Flooding
 - Extent of 1 in 10 (10%) AEP flooding
 - Extent of 1 in 20 (5%) AEP flooding
 - Extent of 1 in 25 (4%) AEP flooding
 - Extent of 1 in 50 (2%) AEP flooding
 - Extent of 1 in 100 (1%) AEP flooding
 - Extent of 1 in 200 (0.5%) AEP flooding
 - Extent of 1 in 500 (0.2%) AEP flooding
 - Extent of flooding - Designated flood event

Notes

Author:
Recipient:

0.2 0 0.10 0.2 Kilometers

Attachment 12.2.5**Planning and Development (Local Planning Schemes) Regulations 2015****Schedule 2** Deemed provisions for local planning schemes**Part 9** Procedure for dealing with applications for development approvalcl. 67

67. Matters to be considered by local government

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

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

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

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

68. Determination of applications

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

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

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



MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 June 2018

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

TABLE OF CONTENTS

Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4
Statement of Financial Activity By Nature or Type	5
Statement of Capital Acquisitions and Capital Funding	6
Note 1 Significant Accounting Policies	7 - 10
Note 2 Explanation of Material Variances	11 - 13
Note 3 Net Current Funding Position	14
Note 4 Cash and Investments	15
Note 5 Budget Amendments	16
Note 6 Receivables	17
Note 7 Cash Backed Reserves	18
Note 8 Capital Disposals	19
Note 9 Rating Information	20
Note 10 Information on Borrowings	21
Note 11 Grants and Contributions	22
Note 12 Trust	23
Note 13 Details of Capital Acquisitions	24

SHIRE OF NANNUP
Information Summary
For the Period Ended 30 June 2018

Key Information

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 3 and shows a surplus as at 30 June 2018 of \$902,024.

Items of Significance

The material variance adopted by the Shire of Nannup for the 2017/18 year is \$30,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	177%	-\$ 921,296	-\$ 921,296	-\$ 1,626,320
Non-operating Grants, Subsidies and Contributions	99%	-\$ 1,394,950	-\$ 1,394,950	-\$ 1,384,225
	130%	-\$ 2,316,246	-\$ 2,316,246	-\$ 3,010,545
Rates Levied	101%	\$ 1,583,577	\$ 1,583,577	\$ 1,591,879

% Compares current ytd actuals to annual budget

Financial Position	Prior Year 30		Current Year 30		Note
	June 2017		June 2018		
Adjusted Net Current Assets	103%	\$ 1,464,251	\$ 1,513,366		3
Cash and Equivalent - Unrestricted	108%	\$ 1,677,040	\$ 1,808,583		3 & 4
Receivables - Rates	154%	\$ 105,781	\$ 162,975		3 & 6
Receivables - Other	451%	\$ 38,053	\$ 171,632		3 & 6
Payables	746%	\$ 41,750	\$ 311,472		3

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

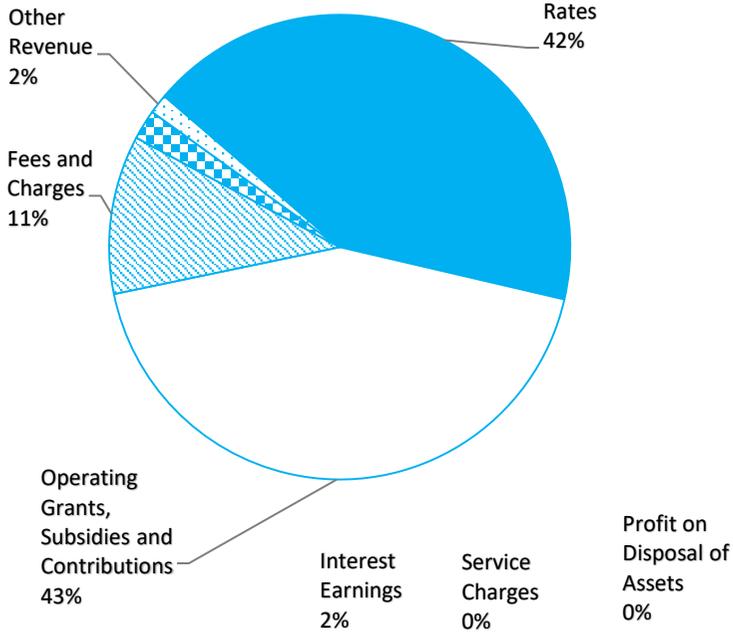
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

Preparation

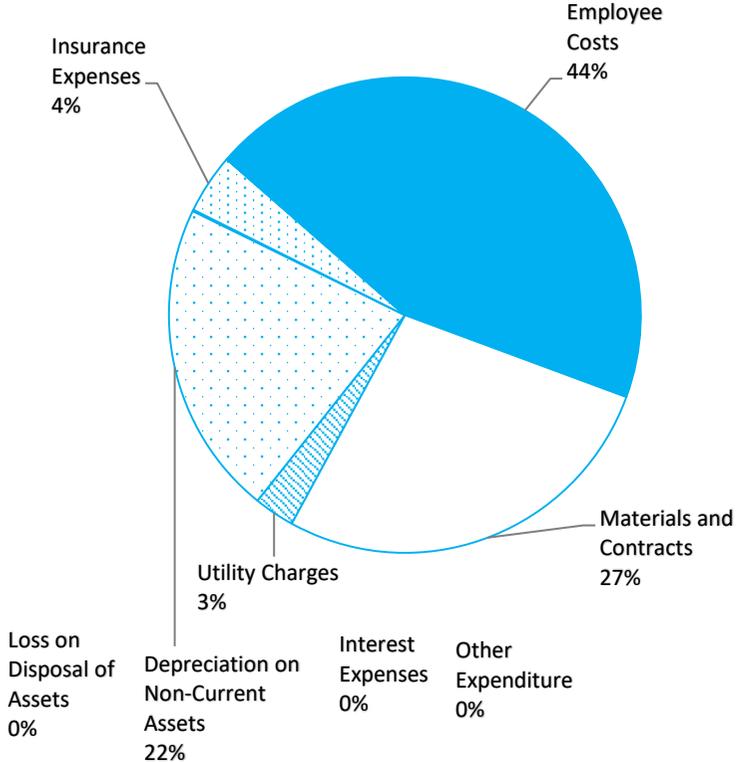
Prepared by: Robin Lorkiewicz
Reviewed by: Tracie Bishop
Date prepared: 16/08/2018

SHIRE OF NANNUP
Information Summary
For the Period Ended 30 June 2018

Operating Revenue



Operating Expenditure



SHIRE OF NANNUP
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2018

Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	696,391	696,391	1,464,502	768,111	110%	
Revenue from operating activities						
Governance	0	0	0	0		
General Purpose Funding - Rates	1,583,577	1,583,577	1,591,879	8,302	1%	
General Purpose Funding - Other	722,922	722,922	1,451,053	728,132	101%	
Law, Order and Public Safety	199,226	199,226	233,312	34,086	17%	
Health	8,750	8,750	18,564	9,814	112%	
Education and Welfare	29,775	29,775	60,022	30,247	102%	
Housing	21,320	21,320	9,970	(11,350)	(53%)	
Community Amenities	214,467	214,467	261,126	46,660	22%	
Recreation and Culture	25,082	25,082	29,171	4,089	16%	
Transport	111,784	111,784	64,887	(46,897)	(42%)	
Economic Services	24,328	24,328	34,217	9,889	41%	
Other Property and Services	35,000	35,000	10,499	(24,501)	(70%)	
	2,976,230	2,976,230	3,764,702			
Expenditure from operating activities						
Governance	(851,494)	(851,494)	(817,075)	34,419	4%	
General Purpose Funding	(74,441)	(74,441)	(42,484)	31,957	43%	
Law, Order and Public Safety	(377,786)	(377,786)	(361,936)	15,849	4%	
Health	(60,575)	(60,575)	(54,278)	6,297	10%	
Education and Welfare	(110,107)	(110,107)	(169,586)	(59,480)	(54%)	
Housing	(17,753)	(17,753)	(14,559)	3,194	18%	
Community Amenities	(413,632)	(413,632)	(322,007)	91,625	22%	
Recreation and Culture	(282,283)	(282,283)	(222,250)	60,032	21%	
Transport	(1,597,933)	(1,597,933)	(1,055,576)	542,357	34%	
Economic Services	(154,193)	(154,193)	(182,701)	(28,509)	(18%)	
Other Property and Services	(1,022,238)	(1,022,238)	(870,507)	151,732	15%	
	(4,962,434)	(4,962,434)	(4,112,961)			
Financing Costs						
General Purpose	0	0	240	240		
Community Amenities	(3,661)	(3,661)	(4,057)	(396)	11%	
Transport	0	0	0	0		
	(3,661)	(3,661)	(3,817)			
Operating activities excluded from budget						
Add back Depreciation	1,535,198	1,535,198	820,436	(714,762)	(47%)	▼
Adjust (Profit)/Loss on Asset Disposal	134,000	134,000	5,010	(128,990)	(96%)	▼
Adjust Provisions and Accruals	76,708	76,708	11,193	(65,515)	(85%)	▼
Amount attributable to operating activities	(243,959)	(243,959)	484,562			
Investing Activities						
Non-operating Grants, Subsidies and Contributions	1,392,850	1,392,850	1,384,225	(8,625)	(1%)	
Proceeds from Disposal of Assets	94,000	94,000	175,474	81,474	87%	▲
Land Held for Resale	0	0	0	0		
Land and Buildings	(190,000)	(190,000)	(37,813)	152,187	80%	▲
Infrastructure Assets - Roads	(1,344,082)	(1,344,082)	(1,810,497)	(466,415)	(35%)	▼
Infrastructure Assets - Public Facilities	0	0	0	0		
Infrastructure Assets - Footpaths	0	0	0	0		
Infrastructure Assets - Drainage	0	0	0	0		
Heritage Assets	0	0	0	0		
Plant and Equipment	(386,000)	(386,000)	(333,484)	52,516	14%	▲
Furniture and Equipment	(20,500)	(20,500)	(12,996)	7,504	37%	▲
Amount attributable to investing activities	(453,732)	(453,732)	(635,091)			
Financing Activities						
Proceeds from New Debentures	0	0	0	0		
Proceeds from Advances	0	0	0	0		
Self-Supporting Loan Principal	16,415	16,415	16,415	(0)	(0%)	
Transfer from Reserves	371,941	371,941	322,050	(49,891)	(13%)	▼
Advances to Community Groups	0	0	0	0		
Repayment of Debentures	(16,415)	(16,415)	(16,415)	0	0%	
Transfer to Reserves	(369,000)	(369,000)	(733,998)	(364,998)	(99%)	▼
Amount attributable to financing activities	2,941	2,941	(411,949)			
Closing Funding Surplus(Deficit)	1,641	1,641	902,024			

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

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

SHIRE OF NANNUP
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 June 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)		696,391	696,391	1,464,502	768,111	110%	▲
Revenue from operating activities							
Rates	9	1,583,577	1,583,577	1,591,879	8,302	1%	
Operating Grants, Subsidies and Contributions	11	924,296	924,296	1,626,320	702,024	76%	▲
Fees and Charges		383,174	383,174	416,382	33,207	9%	
Service Charges		0	0	0	0		
Interest Earnings		45,761	45,761	78,230	32,469	71%	▲
Other Revenue		39,422	39,422	51,890	12,468	32%	
		2,976,230	2,976,230	3,764,700			
Expenditure from operating activities							
Employee Costs		(1,637,574)	(1,637,574)	(1,690,026)	(52,451)	(3%)	
Materials and Contracts		(1,514,453)	(1,514,453)	(1,045,828)	468,625	31%	
Contracts		0	0	(294,773)	(294,773)		
Utility Charges		(95,550)	(95,550)	(105,884)	(10,334)	(11%)	
Depreciation on Non-Current Assets		(1,535,198)	(1,535,198)	(820,436)	714,762	47%	▲
Interest Expenses		(3,661)	(3,661)	(3,817)	(156)	(4%)	
Insurance Expenses		(168,460)	(168,460)	(155,567)	12,893	8%	
Other Expenditure		(11,200)	(11,200)	(448)	10,752	96%	▲
		(4,966,095)	(4,966,095)	(4,116,778)			
Operating activities excluded from budget							
Add back Depreciation		1,535,198	1,535,198	820,436	(714,762)	(47%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	134,000	134,000	5,010	(128,990)	(96%)	▼
Adjust Provisions and Accruals		76,708	76,708	11,193	(65,515)	(85%)	▼
Amount attributable to operating activities		(243,959)	(243,959)	484,561			
Investing activities							
Grants, Subsidies and Contributions	11	1,392,850	1,392,850	1,384,225	(8,625)	(1%)	
Proceeds from Disposal of Assets	8	94,000	94,000	175,474	81,474	87%	▲
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(190,000)	(190,000)	(37,813)	152,187	80%	▲
Infrastructure Assets - Roads	13	(1,344,082)	(1,344,082)	(1,810,497)	(466,415)	(35%)	▼
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(386,000)	(386,000)	(333,484)	52,516	14%	▲
Furniture and Equipment	13	(20,500)	(20,500)	(12,996)	7,504	37%	▲
Amount attributable to investing activities		(453,732)	(453,732)	(635,091)			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		16,415	16,415	16,415	(0)	(0%)	
Transfer from Reserves	7	371,941	371,941	322,050	(49,891)	(13%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(16,415)	(16,415)	(16,415)	0	0%	
Transfer to Reserves	7	(369,000)	(369,000)	(733,998)	(364,998)	(99%)	▼
Amount attributable to financing activities		2,941	2,941	(411,949)			
Closing Funding Surplus (Deficit)	3	1,641	1,641	902,024	900,383	54874%	▲

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

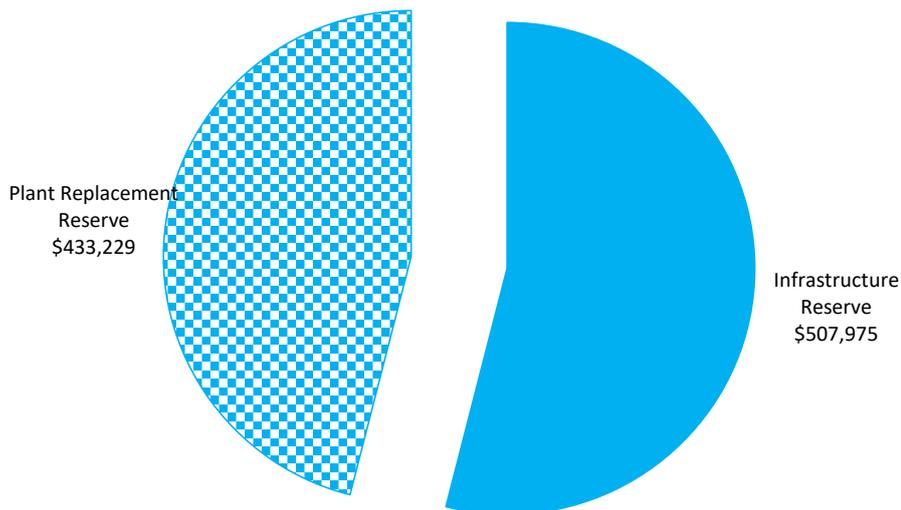
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NANNUP
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 June 2018

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	(37,813)	0	0	(190,000)	(37,813)	(37,813)
Infrastructure Assets - Roads	13	(1,810,497)	0	(1,344,082)	(1,344,082)	(1,810,497)	(466,415)
Infrastructure Assets - Public Facilities	13	0	0	0	0	0	0
Infrastructure Assets - Footpaths	13	0	0	0	0	0	0
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Heritage Assets	13	0	0	0	0	0	0
Plant and Equipment	13	(333,484)	0	(386,000)	(386,000)	(333,484)	52,516
Furniture and Equipment	13	(12,996)	0	0	(20,500)	(12,996)	(12,996)
Capital Expenditure Totals		(2,194,790)	0	(1,730,082)	(1,940,582)	(2,194,790)	(464,708)
Capital acquisitions funded by:							
Capital Grants and Contributions				(284,510)	(284,510)	(306,909)	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				94,000	94,000	175,474	
Council contribution - Cash Backed Reserves							
Infrastructure Reserve		(16,580)	89,000	\$507,975	19,500	72,420	(435,555)
Plant Replacement Reserve		(145,998)	150,000	\$433,229	(130,000)	4,002	(429,226)
Council contribution - operations				(2,480,776)	(1,639,572)	(2,139,777)	
Capital Funding Total				(1,730,082)	(1,940,582)	(2,194,790)	

Capital



SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 1: Significant Accounting Policies

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

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

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

Asset	Years	Method
Buildings	30 to 100 years	Straight Line
Furniture and Equipment	4 to 20 years	Straight Line
Plant and Equipment	5 to 20 years	Straight Line
Sealed Roads		
formation	not depreciated	
pavement	80 years	Straight Line
seal		
bituminous seals	34 years	Straight Line
asphalt surfaces	43 years	Straight Line
Gravel Roads		
formation	not depreciated	
pavement	80 years	Straight Line
Formed roads		
formation	not depreciated	
pavement	80 years	Straight Line
Footpaths - slab	50 years	Straight Line
Kerbs	100 years	Straight Line
Parks & Gardens	50 years	Straight Line
Water Supply Piping and Draing Systems	75 years	Straight Line

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

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

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

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

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Program Classifications (Function/Activity)

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

GOVERNANCE

Objective:

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

Activities:

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Objective:

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer community.

Activities:

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

HEALTH

Objective:

To provide an operational framework for good community health.

Activities:

Food quality, building sanitation and sewage.

EDUCATION AND WELFARE

Objective:

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

Activities:

Operation of pre-school, provision of youth support.

HOUSING

Objective:

Help ensure adequate housing.

Activities:

Maintenance of staff and rental housing.

COMMUNITY AMENITIES

Objective:

To provide services required by the community.

Activities:

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

RECREATION AND CULTURE

Objective:

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

Activities:

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

TRANSPORT

Objective:

To provide effective and efficient transport services to the community.

Activities:

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

ECONOMIC SERVICES

Objective:

To help promote the shire and its economic wellbeing.

Activities:

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

OTHER PROPERTY AND SERVICES

Objective:

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

Activities:

Private works operations, plant repairs and operations costs.

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 2: Explanation of Material Variances

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

The material variance adopted by Council for the 2017/18 year is \$30,000 or 10% whichever is the greater.

Reporting Program	Var. \$		Timing/ Permanent	Explanation of Variance
Operating Revenues	\$			
Financial Assistance Grant Funding	(\$648,938)	0091	Timing	Expected Receipt of 2018/19 Grant Funding in June 2017/18, Carry Forward in Expected Surplus
		0291		
Administration Charges - Rates Instalments	\$340	0361	Permanent	Fewer take-ups of instalment option
Interest on Overdue Rates	(\$2,674)	0061	Permanent	Based on current outstanding rates debtors balance
Instalment Interest	\$285	0261	Permanent	Fewer take-ups of instalment option, therefore instalment interest budget not met
Interest on Deferred Rates	\$1,149	0271	Permanent	This account is a result of Pensioners deferment in our ledger and the Interest Rate that Office of State Revenue use; therefore this item is hard to predict. 2017/18 already claimed therefore gap in budgeted v received confirmed.
Department of Transport Commission	(\$4,990)	0523	Permanent	Anticipating more DoT transactions by End of Financial Year.
Interest Earnings in Municipal Account	(\$9,088)	4873	Permanent	Municipal interest earnings higher than expected due to early receipt of FAG's monies
Interest Earnings in Reserve Account / Term Deposits	(\$9)	5381	Permanent	Reserve interest earnings higher than expected also due to early receipt of FAG's monies, term deposits were able to be secured early in 2017/18
CCTV Grant	(\$14,000)		Timing	Grant scheduled to be received in 2018/19 - carry forward
DSR Activation Grant	(\$20,000)		Timing	Grant scheduled to be received in 2018/19 - carry forward
FESA Operating Grant 2017/18	\$2,815	0703	Permanent	Nil Budget Impact - Operating Grant covers all operating expenditure in the VBFB areas
Health - Licence Fees	(\$9,643)	1383	Permanent	Higher than anticipated Food Registration Business Licenses
School Holidays - Fees & Charges	(\$435)	1153	Permanent	Local School Holiday Programs Attendance Rating higher than anticipated
Rent for Dunnet Road Property	\$12,150	1723	Permanent	New CEO negotiated rental contract, unexpected budgetary impact, and, original budget for Staff Rental overestimated.
Waste Bin Collection	(\$1,439)	1803	Permanent	Increase in predicted bin collection revenue via Rates
Recycle Bin Collection	(\$1,781)	1805	Permanent	Increase in predicted bin collection revenue via Rates
Waste Management Facility Fees	(\$23,667)	1813	Permanent	Increase usage of the Waste Management Facility than anticipated
WARR Income	(\$1,136)	1817	Permanent	WARR Income based on number of rateable properties, where a subdivision occurs a new fee is created
Town Planning Fees & Charges	(\$9,703)	2253	Permanent	Increase in Town Planning Fees due to Scheme Amendment Request.
Hire of Centre - Recreation Centre	(\$5,374)	7043	Permanent	More events held at the Recreation Centre than anticipated, ie Tour of Margaret River
Blackspot Funding	\$34,000	3391	Permanent	Under receipt of Operating Grant anticipated - nil budget impact due to expenditure also being under
Main Roads Direct Grant	\$44,993	3221	Permanent	Under receipt of Operating Grant anticipated
Sale of Materials	\$2,086	4263	Permanent	Sale of Materials over-estimated in Budget
Lease Charges	(\$292)	3933	Permanent	Caravan Park Lease Charges - agreement of Lease Payable is based on profits for Financial Year - adjustment always required due to income estimated
Building Control Fees & Charges	(\$8,056)	4153	Permanent	More Building permits anticipated to be issued than anticipated
Fees & Charges - Hire of Town Hall	(\$2,571)	7053	Permanent	Higher usage of the Town Hall than originally budgeted
Heritage Books	(\$19)	7574	Permanent	Small increase in income
	<u>(\$665,997)</u>			

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 2: Explanation of Material Variances

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

The material variance adopted by Council for the 2017/18 year is \$30,000 or 10% whichever is the greater.

Reporting Program	Var. \$		Timing/ Permanent	Explanation of Variance
Operating Expense				
Election Expenditure Savings	(\$2,104)	0112	Permanent	Actual expenses lower than anticipated
Subscriptions	(\$8,299)	0182	Permanent	Subscription Fees higher than anticipated
Conference Expenses	\$2,910	0192	Permanent	Staff Annual Conference Fees higher than anticipated
Legal Expenses	\$2,481	0482	Permanent	Council expects further legal expenses associated with current matters
Postage expenses	\$1,522	0412	Permanent	Postage Expenditure higher than anticipated
Recruitment Expenses	(\$2,725)	0812	Permanent	Costs associated with staff turnover higher than anticipated
Interest & Debt Costs	(\$1,240)	0080	Permanent	Write-Offs of interest on rates where interest not applicable
Utilities - VBFB	\$683	0862	Permanent	Small over-expenditure in utilities
Insurance - VBFB	(\$1,919)	0642	Permanent	VBFB Vehicles Fleet Insurance revalued - covered by increase in grant funding NIL Budget Impact see income 0703
Plant Operation Costs - Brigade Vehicles	\$4,968	0762	Permanent	Internal Recharge Overhead - Nil Budget Impact Non Cash
CESM Vehicle Running Costs	\$5,102	0632	Permanent	Over-budget due to costs associated with new vehicle
Maintenance of Brigade Vehicles	(\$12,704)	0652	Permanent	Savings of this budgeted item will be used to offset overspends within this area
Rural Numbering	(\$4,299)	0942	Permanent	Rural Numbering expenditure finished, savings identified
Insurance - SES	(\$150)	0922	Permanent	Increase in Insurance Costs
Kidsport - Expenditure	(\$3,018)	1063	Permanent	Nil Budget Impact
Youth Activities - Expenditure	\$10,554	1642	Permanent	Grant Funding in Youth Activities, including Pump Track costs
CDO Grants	\$12,944	1122	Permanent	Expenditure directly associated with this income item, therefore NIL budget impact. See 1642.
Insurance - Staff Housing	\$516	1712	Permanent	Increase in Insurance Costs
Pest Control - Staff Housing	(\$4,670)	1712	Permanent	Savings made on Pest Control of buildings
Utilities - Staff Housing	\$128	1712	Permanent	Small savings identified
Insurance - Refuse	\$140	1772	Permanent	Increase in Insurance Costs
WMF Contract	(\$7,000)	1772	Permanent	Small savings identified
Wages Overhead - Rubbish Site	\$77	1772	Permanent	Wages overhead where no budget existed
Town Planning Services	\$157	2132	Permanent	Town Planning Area made a savings overall- this is to be carried forward into 2018/19
Town Planning Miscellaneous Office	(\$6,196)	2142	Permanent	Town Planning Area made a savings overall- this is to be carried forward into 2018/19
Town Planning Scheme	(\$12,667)	2172	Permanent	Town Planning Area made a savings overall- this is to be carried forward into 2018/19
Town Planning Scheme Amendments	(\$1,561)	2212	Permanent	Town Planning Area made a savings overall- this is to be carried forward into 2018/19
Niche Wall - Carry Forward project cost	(\$10,000)	2302	Permanent	Carry Forward Niche Wall construction to 2018/19
Insurance - Public Conveniences	\$343	2322	Permanent	Increase in Insurance Costs
Materials - Public Conveniences	\$2,206	2322	Permanent	Over-budget by this amount as at 31 Dec 2017 - offset by savings in other areas
Insurance - Recreation Centre	\$937	2432	Permanent	Increase in Insurance Costs
Security Contract	(\$13,529)	2432	Permanent	Error in original budget due to mis-reading of Chubb Contract
Insurance - Town Hall	\$497	2422	Permanent	Increase in Insurance Costs
Materials & Contracts - Town Hall	(\$105)	2422	Permanent	Expenditure nearly 100% at budget, however further works to Town Hall identified, estimated amount of further works shown

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 2: Explanation of Material Variances

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

The material variance adopted by Council for the 2017/18 year is \$30,000 or 10% whichever is the greater.

Reporting Program	Var. \$		Timing/ Permanent	Explanation of Variance
Insurance - Community Room	\$743	2442	Permanent	Increase in Insurance Costs
Pest Control - Community Room	(\$1,352)	2442	Permanent	Savings made on Pest Control of buildings
Insurance - Lesser Hall	\$196	2462	Permanent	Increase in Insurance Costs
Utilities - Old Roads Board	\$1,055	2472	Permanent	Will be offset by savings in Materials
Insurance - Old Roads Board	\$146	2472	Permanent	Increase in Insurance Costs
Pest Control & Window Repair - Old Roads Board	(\$1,367)	2472	Permanent	Savings made on Pest Control of buildings, will be spent in utilities
Insurance - Bowling Club	\$599	2482	Permanent	Increase in Insurance Costs
Maintenance - Bowling Club	\$6,125	2482	Permanent	Carpentry Works to the Bowling Club identified, out of budget
Insurance - Cundinup Hall	\$95	2492	Permanent	Increase in Insurance Costs
Insurance - Carlotta Hall	\$84	2502	Permanent	Increase in Insurance Costs
Materials & Contracts - Carlotta Hall	(\$2,540)	2502	Permanent	Removed expenditure for Carlotta Hall due to urgent works to Town Hall
Insurance - Community House	\$109	1732	Permanent	Increase in Insurance Costs
Utilities - Foreshore Park	(\$62)	7432	Permanent	Small over-expenditure in utilities
Materials - Parks & Gardens	(\$6,975)	2642	Permanent	Parks and Gardens budget reduced to accommodate spending in other areas
Materials - Foreshore Park	(\$2,472)	7432	Permanent	Foreshore park budget reduced to accommodate spending in other areas
Insurance - Foreshore Park	\$216	7432	Permanent	Increase in Insurance Costs
Materials - Local Road Construction	(\$4,110)	3170	Timing	Materials costs under-estimated
Materials - Local Road Maintenance	(\$3,848)	3380	Timing	Anticipated under expenditure
Materials - Other Maintenance Costs	(\$24,947)	3410	Permanent	Savings in will be used in overspends other areas refer infrastructure areas
Wages Overhead - Caravan Park	\$45	3932	Permanent	Unexpected works to Caravan park - Costs associated with wages
Insurance - Caravan Park	\$402	3932	Permanent	Increase in Insurance Costs
Materials - Caravan Park	\$1,682	3912	Permanent	No budget for Materials in Caravan Park
Maintenance - Caravan Park	\$456	3932	Permanent	No budget for Maintenance in Caravan Park
Private Works Overheads - Caravan Park	\$45	3932	Permanent	Unexpected works to Caravan park - Costs associated with wages
Electric Car Recharges	\$500	3824	Permanent	Electric Car Recharges - Overspend anticipated
Insurance - Tourism	\$298	3862	Permanent	Increase in Insurance Costs
Insurance Plant Operating Costs	\$3,143	4492	Permanent	Increase in Insurance Costs
Fuel & Oil	(\$32,325)	4982	Permanent	Savings identified in Fuel & Oil - monies saved expended in other areas
Tyres & Batteries	(\$6,000)	4482	Permanent	Savings identified in Tyres & Batteries - monies saved expended in other areas
Parts & External Works	\$8,000	6802	Permanent	Parts & External Works - overspend anticipated
Recruitment	\$1,588	7672	Permanent	Increased costs associated with Recruitment
Wages Overheads Adjustment	(\$27,241)	7422	Permanent	Other Property & Services Programme bears costs of Overhead adjustments - Wages Overheads shown here as a savings Adjustment
Various	(\$84,668)			Various Accounts - MCS and CSO working through for EOFY
	<u>(\$218,405)</u>			
Capital Expenses				
Recreation Centre - Capital Revenue - Grant Funding Department of Sport and Recreation	\$50,000	2453	Permanent	Capital Grant Funding was not approved, therefore project abandoned in 2017/18
Recreation Centre - Change Rooms Expense	(\$150,003)	2574	Permanent	Change Rooms - project abandoned in 2017/18 due to non-receipt of Grant Funding
Reserve Fund - Asset Management - Change Room Contribution	\$100,000	0515	Permanent	Change Rooms - Reserve Contribution no longer required
Transfer From Plant Reserve	(\$10,000)	3685	Permanent	Shortage in Plant due to error in original budet combined with higher than anticipated trade-in values
Plant	(\$7,619)	3564	Permanent	Savings made in New Plant Purchases
	<u>(\$17,622)</u>			

Gross Deficit / (Surplus) Expected	2017/18	
Revenue	-\$	665,997
Expenditure	-\$	218,405
Capital	-\$	17,622
Projected Deficit / (Surplus)	-\$	902,024

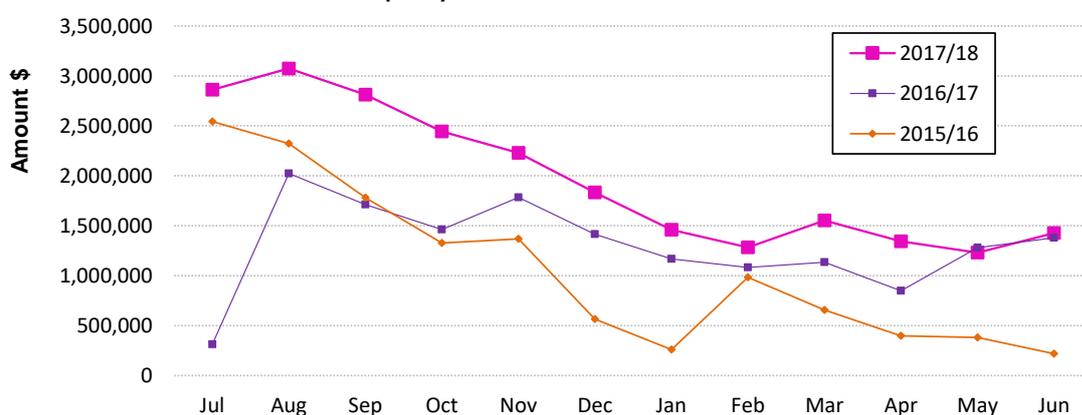
SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2017	30 Jun 2017	30 Jun 2018
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,677,290	1,677,040	1,808,583
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	1,605,747	1,605,747	2,017,696
Receivables - Rates & Rubbish		105,781	105,781	162,975
Receivables - Other	6	38,053	38,053	171,632
Interest / ATO Receivable/ Trust	6	30,915	30,915	16,415
Inventories		6,240	6,240	6,240
		3,464,026	3,463,776	4,183,542
Less: Current Liabilities				
Payables		(41,750)	(41,750)	(311,472)
Provisions		(405,645)	(405,645)	(394,452)
		(447,395)	(447,395)	(705,924)
Less:				
Cash Reserves	7	(1,605,747)	(1,605,747)	(2,017,696)
Restricted Assets		(35,110)	(35,110)	(19,324)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		(0)	(0)	(1)
Loans receivable - Clubs/Institutions		(30,919)	(30,919)	(33,844)
		(1,688,027)	(1,688,027)	(2,087,115)
Add:				
Cash Backed Long Service Leave		135,897	135,897	122,864
		135,897	135,897	122,864
		1,464,502	1,464,251	1,513,366

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	1,808,333			1,808,333	CBA	Tiered	At Call
Reserve Bank Account		2,017,696		2,017,696	CBA	Tiered	At Call
Trust Bank Account			(46,198)	(46,198)	CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
(b) Term Deposits							
Municipal				-	-	-	-
Reserves				-	-	-	-
Total	1,808,583	2,017,696	(46,198)	3,780,082			

Comments/Notes - Investments

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 5: Budget Amendments

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption	17215	Opening Surplus	(696,391)	(768,112)		(1,464,503)
	Permanent Changes						
			Opening surplus adjustment				(1,641)
	Capital Expenditure						(1,641)
	Transport						(1,641)
	Plant				(17,622)		(19,263)
							(19,263)
	Capital Income						(19,263)
	Recreation Centre - Grant Funding		Capital Revenue			(50,000)	(69,263)
	Recreation Centre - Change Rooms - Savings on Building		Capital Expenses		150,000		80,737
	Town Hall Expenditure - Major Works cancelled		Capital Expenses				80,737
	Reserve Monies - Change Room Contribution		Capital Expenses			(100,000)	(19,263)
							(19,263)
							(19,263)
	Operating Income						(19,263)
	All Programs		Operating Revenue		(665,997)		(685,260)
	Operating Expenditure						(685,260)
	All Programs		Operating Expenses		(218,405)		(903,665)
							(903,665)
							(903,665)
				(696,391)	(752,024)	(150,000)	(903,665)

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

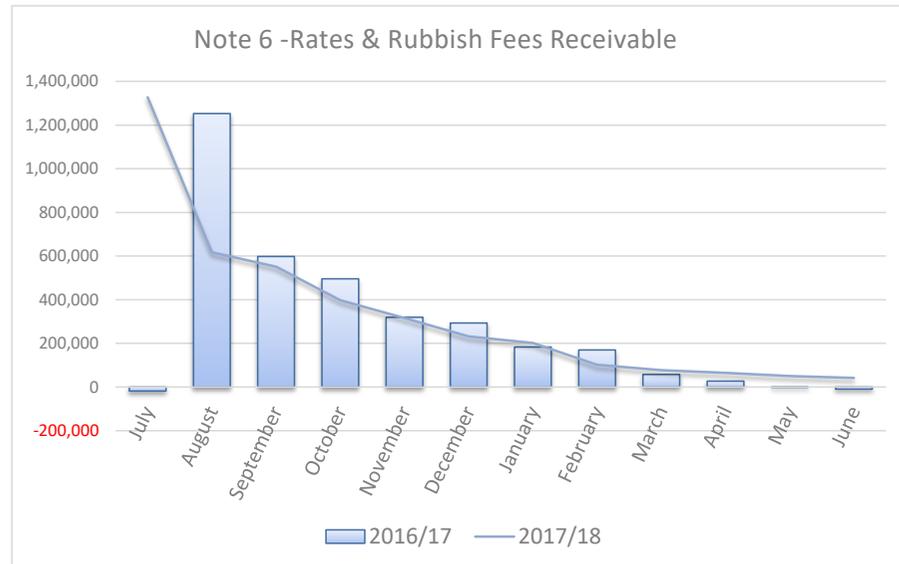
SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 6: Receivables

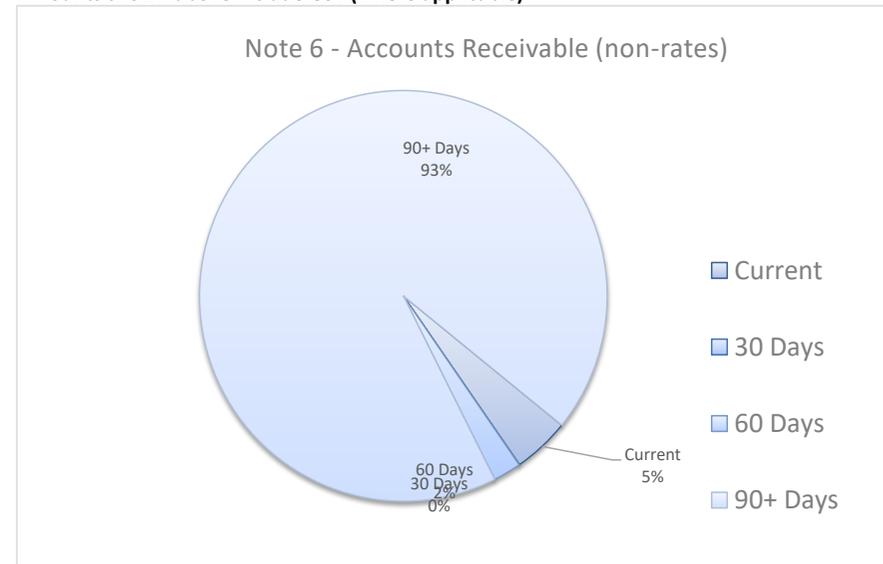
Receivables - Rates Receivable	30 Jun 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	68,506	78,115
Levied this year	1,591,879	1,534,244
Less Collections to date	(1,550,204)	(1,543,853)
Equals Current Outstanding	110,181	68,506
Net Rates Collectable	110,181	68,506
% Collected	97.38%	95.75%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	7,753	50	3,807	160,023	171,632
Balance per Trial Balance					
Sundry Debtors					171,632
Receivables - Other					16,415
Total Receivables General Outstanding					188,047
				Error Check	0.00

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates

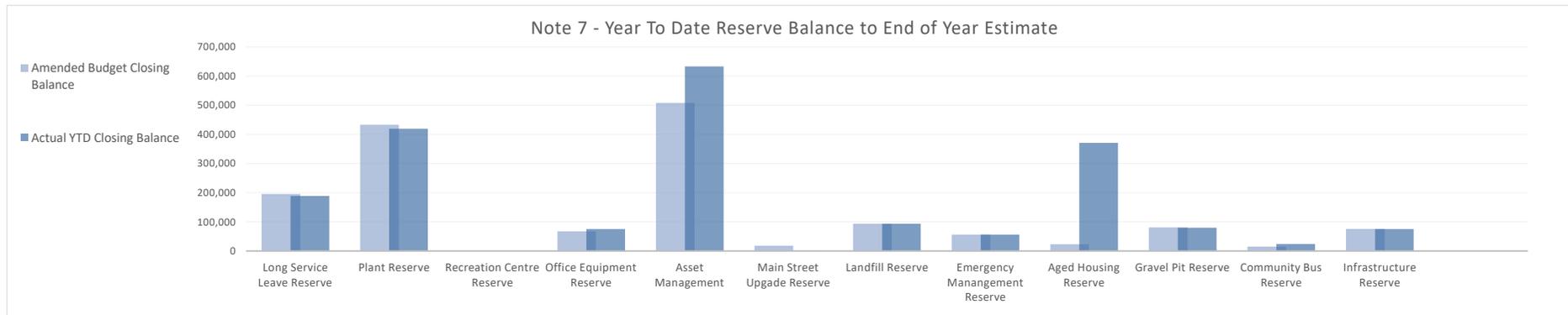
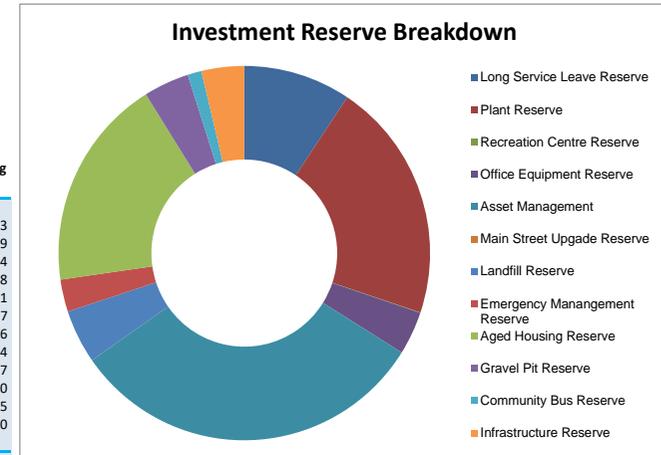


Comments/Notes - Receivables General

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 7: Cash Backed Reserve

Name	Opening Balance 1/7/2017	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	188,371	1,500	3,363	25,000	25,000	(19,500)	(28,031)	195,371	188,703
Plant Reserve	408,229	5,000	7,288	150,000	150,000	(130,000)	(145,998)	433,229	419,519
Recreation Centre Reserve	535	0	9	0	0	0	0	535	544
Office Equipment Reserve	72,166	1,000	1,288	15,000	15,000	(20,500)	(12,996)	67,666	75,458
Asset Management	550,975	6,000	9,836	89,000	89,000	(138,000)	(16,580)	507,975	633,231
Main Street Upgrade Reserve	116,423	500	2,078	0	0	(98,590)	(118,445)	18,333	57
Landfill Reserve	72,452	1,000	1,294	20,000	20,000	0	0	93,452	93,746
Emergency Management Reserve	55,248	1,000	986	0	0	0	0	56,248	56,234
Aged Housing Reserve	22,103	1,000	395	0	348,329	0	0	23,103	370,827
Gravel Pit Reserve	60,000	1,000	0	20,000	20,000	0	0	81,000	80,000
Community Bus Reserve	9,244	1,000	165	5,000	14,966	0	0	15,244	24,375
Infrastructure Reserve	50,000	1,000	0	25,000	25,000	0	0	76,000	75,000
	1,605,746	20,000	26,703	349,000	707,295	(406,590)	(322,050)	1,568,156	2,017,695



SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and Equipment					362,000	228,000		(134,000)
P171	Toyota Prado	41,494	36,965		4,529				
P226	Courier Ute	3,569	6,364	(2,794)					
P244	Bobcat Ride On Mower	2,549	4,600	(2,051)					
P257	Nissan Navara RX	13,549	23,455	(9,905)					
P261	Toyota Hilux	26,479	31,818	(5,339)					
P262	Toyota Hilux	17,162	32,727	(15,565)					
P240	Ford Ranger	15,000	21,818	(6,818)					
P171	Toyota Camry	18,208	17,727		481				
		138,010	175,474	(42,473)	5,010	362,000	228,000	0	(134,000)

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	8.1670	416	6,626,996	541,227	5,161	0	546,387	541,227			541,227
UV	0.4257	211	119,888,000	510,363	0	0	510,363	510,363			510,363
UV Pastoral				0	0	0	0		0	0	0
Sub-Totals		627	126,514,996	1,051,590	5,161	0	1,056,751	1,051,590	0	0	1,051,590
Minimum Payment	\$										
GRV	870.00	310	1,945,952	269,700	0	0	269,700	269,700	0	0	269,700
UV	1,050.00	210	26,923,986	220,500	0	0	220,500	220,500	0	0	220,500
Sub-Totals		520	28,869,938	490,200	0	0	490,200	490,200	0	0	490,200
		1,147	155,384,934	1,541,790	5,161	0	1,546,951	1,541,790	0	0	1,541,790
Concession							0				0
Amount from General Rates							1,546,951				1,541,790
Ex-Gratia Rates							44,928				44,928
Specified Area Rates							0				0
Totals							1,591,879				1,586,718

Comments - Rating Information

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	01 Jul 2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
Governance								
Loan 37 NCRC	67,975		16,415	16,415	51,561	51,561	4,057	4,057 *
					-	0	-	0
	67,975	0	16,415	16,415	51,561	51,561	4,057	4,057

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

* Per SSL 2017_18

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	(Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$				\$	\$	\$
General Purpose Funding												
Old Railway Bridge	LotteryWest	Non-operating	(17,525)	0	0	0	0		0	0	0	(17,525)
Grants Commission - General Equalisation	WALGGC	operating - Tied	(476,923)	(401,964)	0	(401,964)	(401,964)		(401,964)	(824,568)	824,568	(476,923)
Grants Commission - Roads	WALGGC	operating - Tied	(255,634)	(204,122)	0	(204,122)	(204,122)		(204,122)	(477,161)	477,161	(255,634)
Law, Order and Public Safety												
FESA LEVY DFES	Dept. of Fire & Emergency Serv.	Operating	0	(87,000)	0	(87,000)	(87,000)		(87,000)	(114,185)	114,185	0
Bushfire Operating Grant 1617	Dept. of Fire & Emergency Serv.	operating - Tied	(16,689)	0	0	0	0		0	0	0	(16,689)
Grant FESA - SES	Dept. of Fire & Emergency Serv.	operating - Tied	(4,215)	(20,700)	0	(20,700)	(20,700)		(20,700)	(17,682)	17,682	(4,215)
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(83,126)	0	(83,126)	(83,126)		(83,126)	(92,414)	92,414	0
Bushfire Management Plan	Dept. of Fire & Emergency Serv.	operating - Tied	(19,140)	0	0	0	0		0	0	0	(19,140)
Emergency Management Plan	Dept. of Fire & Emergency Serv.	Non-operating	0	0	0	0	0		0	(72,710)	72,710	0
DFES Capital Grant	Dept. of Fire & Emergency Serv.	Non-operating	(27)	0	0	0	0		0	0	0	(27)
Education and Welfare												
Grants - Community Bus	Contributions	Operating	0	(2,100)	0	(2,100)	(2,100)		(2,100)	0	0	0
Family Fun Day	Dept. Regional Development	Non-operating	0	0	0	0	0		0	0	0	0
Community Development Grants	Dept. Regional Development	Non-operating	0	0	0	0	0		0	0	0	0
Community Development Grants	Dept. Regional Development	Operating	0	(3,000)	0	(3,000)	(3,000)		(3,000)	(23,019)	23,019	0
Crime Prevention	WA Police	operating - Tied	(25,000)	0	0	0	0		0	0	0	(25,000)
Lotterywest	LotteryWest	operating - Tied	(26,000)	0	0	0	0		0	0	0	(26,000)
LDAG	LDAG	Operating	0	0	0	0	0		0	(10,000)	10,000	0
Family Fun Day	Dept. Regional Development	Operating	0	0	0	0	0		0	(3,000)	3,000	0
Y Culture	Country Arts WA	operating - Tied	(3,000)	0	0	0	0		0	0	0	(3,000)
Home Maintenance Grant	Department for Communities	operating - Tied	(17,486)	0	0	0	0		0	0	0	(17,486)
Kidsport	Dept. Regional Development	operating - Tied	(10,796)	(10,000)	0	(10,000)	(10,000)		(10,000)	0	0	(10,796)
Recreation and Culture												
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(50,000)	(50,000)	(50,000)		(50,000)	0	0	0
Transport												
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(444,000)	(444,000)	(444,000)		(444,000)	(742,665)	742,665	0
MRD Grants - Capital Projects	Regional Road Group	Operating	0	(109,284)	0	(109,284)	(109,284)	47,000	(62,284)	(64,291)	64,291	0
		Non-operating	0	0	(550,000)	(550,000)	(550,000)		(550,000)	(220,000)	220,000	0
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	0	0	0		0	0	0	0
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	(210,000)	(210,000)	(210,000)		(210,000)	(210,000)	210,000	0
Economic Services												
Main Road Heart of Nannup	Main Roads WA	Non-operating	0	0	(110,000)	(110,000)	(110,000)		(110,000)	(110,000)	110,000	0
FM Tower	South West Development Comm	Non-operating	0	0	(28,850)	(28,850)	(28,850)		(28,850)	(28,850)	28,850	0
			(872,435)	(921,296)	(1,394,950)	(2,316,246)	(2,316,246)	47,000	(2,269,246)	(3,010,545)	3,010,545	(872,435)
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	(284,510)	0	(284,510)	(284,510)	47,000	(237,510)	(306,909)	306,909	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(854,883)	(636,786)	0	(636,786)	(636,786)	0	(636,786)	(1,319,411)	1,319,411	(854,883)
Non-operating	Non-operating Grants, Subsidies and Contributions		(17,552)	0	(1,394,950)	(1,394,950)	(1,394,950)	0	(1,394,950)	(1,384,225)	1,384,225	(17,552)
TOTALS			(872,435)	(921,296)	(1,394,950)	(2,316,246)	(2,316,246)	47,000	(2,269,246)	(3,010,545)	3,010,545	(872,435)

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

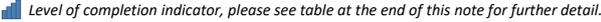
Note 12: Trust Fund

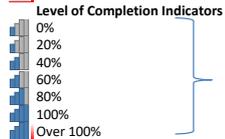
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 30 Jun 2018
	\$	\$	\$	\$
BCITF Levy	0	8,987	8,357	630
BRB Levy	0	11,720	10,884	836
Bonds	39,859	5,573	(700)	44,732
Nomination Deposit	0	560	(560)	0
Donation Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
	39,859	26,839	17,981	46,197.70
				46,197.70
			Error	0.00

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2018

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			egic Refer ence
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
Buildings								
Economic Services								
	Caravan Park	4025	0	0	10,000	0	0	
	Community Amenities Total		0	0	10,000	0	0	
Governance								
	Administration Building	0564	10,355	0	10,355	10,000	0	10,355
	Governance Total		10,355	0	10,355	10,000	0	10,355
Law, Order And Public Safety								
	East Nannup Fire Shed	0751	12,013	0	12,013	0	0	12,013
	Buildings	0754	0	0	0	0	0	0
	Law, Order And Public Safety Total		12,013	0	12,013	0	0	12,013
Recreation And Culture								
	Capital Works Recreation Centre	2574	(3)	0	150,000	0	0	(3)
	Town Hall	2422	15,448	0	20,000	0	0	15,448
	Recreation And Culture Total		15,445	0	170,000	0	0	15,445
	Buildings Total		37,813	0	190,000	0	0	37,813
Furniture & Office Equip.								
Governance								
	Shire Office	0254	8,778	0	0	0	0	8,778
	Shire Offices	0584	4,218	0	20,500	0	0	4,218
	Governance Total		12,996	0	20,500	0	0	12,996
	Furniture & Office Equip. Total		12,996	0	20,500	0	0	12,996
Plant , Equip. & Vehicles								
Governance								
	Vehicle purchases - Office Staff	0544	29,103	0	74,000	74,000	0	(44,897)
	Governance Total		29,103	0	74,000	74,000	0	(44,897)
Transport								
	Purchase Of Plant	3564	304,381	0	312,000	312,000	0	(7,619)
	Transport Total		304,381	0	312,000	312,000	0	(7,619)
	Plant , Equip. & Vehicles Total		333,484	0	386,000	386,000	0	(52,516)
Roads (Non Town)								
Transport								
	Local Road Construction	3170	1,298,240	0	1,109,126	1,109,126	0	189,114
	Footpath Program	3210	19,672	0	16,366	16,366	0	3,306
	Transport Total		1,573,913	0	1,125,492	1,125,492	0	448,421
	Roads (Non Town) Total		1,573,913	0	1,125,492	1,125,492	0	448,421
Streetscapes								
Economic Services								
	Mainstreet Upgrade	3264	236,584	0	218,590	218,590	0	17,994
	Economic Services Total		236,584	0	218,590	218,590	0	17,994
	Streetscapes Total		236,584	0	218,590	218,590	0	17,994
Town Streets								
	Town Streets Total		0	0	0	0	0	0
	Capital Expenditure Total		2,194,790	0	1,940,582	1,730,082	0	464,708



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

30/06/2018

Attachment 12.4.1

List of Accounts Due & Submitted to Committee				
ACCOUNTS FOR PAYMENT - JULY 2018				
EFT/ Cheque	Date	Name	Invoice Description	Amount
Shire of Nannup Municipal Fund				
EFT10771	17/07/2018	CARLOTTA AG SERVICES	FIRE MITIGATION WORKS - GRANT FUNDED	\$ 924.00
EFT10772	17/07/2018	B & B STREET SWEEPING PTY LTD	STREET SWEEPING	\$ 500.50
EFT10773	17/07/2018	LGIS RISK MANAGEMENT	LGISWA SOUTH-WEST REGIONAL RISK COORDINATION PROGRAM - 2ND INSTALLMENT 2017/18	\$ 2,752.20
EFT10774	17/07/2018	ARBOR GUY	TREE REMOVAL	\$ 990.00
EFT10775	17/07/2018	A TASTE OF NANNUP	CONTRACT FEE PAYMENT AS PER RESOLUTION 18113 FROM JUNE 2018 ORDINARY COUNCIL MEETING	\$ 916.67
EFT10776	17/07/2018	SURVCON PTY LTD	MAIN STREET UPGRADE - SURVEY OF WARREN ROAD	\$ 2,640.00
EFT10777	17/07/2018	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 726.00
EFT10778	17/07/2018	BRANDINO PTY LTD	RIVERBEND TRAIL - VARIATION TO DESIGN COSTS	\$ 7,090.00
EFT10779	17/07/2018	BUNBURY TRUCKS	MINOR PLANT REPAIRS	\$ 579.81
EFT10780	17/07/2018	PICKLE & O	CATERING	\$ 396.00
EFT10781	17/07/2018	GEOGRAPHE COMMUNITY LANDCARE NURSERY	PLANTS	\$ 1,013.75
EFT10782	17/07/2018	ROB BOOTSMA	CATERING- FIREFIGHTING COURSE	\$ 215.20
EFT10783	17/07/2018	SOUTHWEST FOOD BOWL ASSOCIATION INC	COMMUNITY GRANTS 2018-19	\$ 500.00
EFT10784	17/07/2018	CITY & REGIONAL FUELS	FUEL EXPENSES	\$ 1,886.15
EFT10785	17/07/2018	NANNUP SPORTS & RECREATION ASSOC (INC)	KIDSPORT VOUCHER	\$ 33.50
EFT10786	17/07/2018	NANNUP MEN'S SHED INC.	FEES FOR PROJECT OFFICER HOME AND GARDEN MAINTENANCE PROGRAM	\$ 8,087.87
EFT10787	17/07/2018	NANNUP HOT BREAD SHOP	CATERING	\$ 55.00
EFT10788	17/07/2018	STIHL SHOP REDCLIFFE	MINOR PLANT REPAIRS	\$ 867.75
EFT10789	17/07/2018	ELITE ROOF PLUMBING	RECREATION CENTRE BUILDING REPAIRS - LEAKING	\$ 539.00
EFT10790	17/07/2018	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 26.69
EFT10791	17/07/2018	NANNUP AUSKICK CENTRE	AUSKICK VOUCHERS	\$ 340.00
EFT10792	17/07/2018	BOYANUP BOTANICAL	PLANTS	\$ 110.96
EFT10793	17/07/2018	BUSSELTON PEST & WEED CONTROL	PEST CONTROL	\$ 508.20
EFT10794	17/07/2018	ELLIOTT'S SMALL ENGINES	MINOR PLANT REPAIRS	\$ 484.10
EFT10795	17/07/2018	NANNUP GARDEN VILLAGE COMMITTEE	HIRE OF MARQUEE FOR RIVERSIDE TRAIL OPENING	\$ 150.00
EFT10796	17/07/2018	JASON SIGNMAKERS	SIGNAGE	\$ 2,382.90
EFT10797	17/07/2018	WAYNE G H JOLLEY	BUILDING OFFICER - QUARTERLY REIMBURSEMENT OF TRAVEL AND OFFICE EXPENSES	\$ 538.50
EFT10798	17/07/2018	NANNUP HOTEL MOTEL	CATERING - COUNCIL MEETING	\$ 415.00
EFT10799	17/07/2018	NORM FLYNN SMASH REPAIRS	EXCESS PAYMENT	\$ 500.00
EFT10800	17/07/2018	LIONS CLUB OF NANNUP	SAUSAGE SIZZLE FOR WELLNESS EXPO	\$ 200.00
EFT10801	17/07/2018	PRESTIGE PRODUCTS	CLEANING SUPPLIES	\$ 253.00
EFT10802	17/07/2018	SOUTHWEST TYRE SERVICE	TYRE EXPENSES	\$ 1,680.00
EFT10803	17/07/2018	IT VISION	SYNERGYSOFT SOFTWARE RENEWAL	\$ 30,654.36
EFT10804	17/07/2018	WORTHY CONTRACTING	FIRE MITIGATION WORKS - GRANT FUNDED	\$ 25,758.33
EFT10805	24/07/2018	NANNUP MUSIC FESTIVAL	COMMUNITY GRANTS 2018/19	\$ 25,300.00
EFT10806	24/07/2018	MARKETFORCE PTY LTD	ADVERTISING ROADSIDE CLOSURE	\$ 189.62
EFT10807	24/07/2018	SOUTH WEST ZONE WALGA	ANNUAL MEMBERSHIP FEES 2018/19	\$ 600.00
EFT10808	24/07/2018	ZERO HARM AGRICULTURE	REPAIR DAMAGED FENCING	\$ 1,179.00
EFT10809	24/07/2018	TASK EXCHANGE PTY LTD	RENEWAL OF LOCAL GOVERNMENT HUB	\$ 5,060.00
EFT10810	24/07/2018	DELL AUSTRALIA PTY LTD	SOFTWARE SUPPORT SYSTEM RENEWAL	\$ 1,012.00
EFT10811	24/07/2018	DO YOUR BLOCK CONTRACTING	7 HOURS FIRE BREAK WORK	\$ 847.00
EFT10812	24/07/2018	NANNUP GARDEN VILLAGE COMMITTEE	COMMUNITY GRANTS 2018/19	\$ 6,600.00
EFT10813	24/07/2018	LGIS PROPERTY	INSURANCE	\$ 29,022.68
EFT10814	24/07/2018	IT VISION	SOFTWARE EXPENSES - ADDITIONAL SOFTWARE	\$ 5,156.80
EFT10815	24/07/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA SUBSCRIPTIONS 1 JULY 2018 - 30 JUNE 2019. VARIOUS.	\$ 21,731.23
EFT10818	25/07/2018	SCOPE BUSINESS IMAGING	SERVICE PLAN - PHOTOCOPIER	\$ 890.16
EFT10819	25/07/2018	NANNUP SIGNS	SIGNAGE - LIBRARY	\$ 249.00
EFT10820	25/07/2018	BSO DEVELOPMENT CONSULTANTS	CROWN SURVEY	\$ 3,778.23
EFT10821	25/07/2018	ARROW BRONZE	CEMETERY FEES - RECOVERED THROUGH FEES & CHARGES	\$ 219.28
EFT10822	25/07/2018	LANDGATE	GROSS RENTAL VALUATIONS	\$ 212.71
EFT10823	25/07/2018	INSIGHT CCS PTY LTD	OVERCALL FEES	\$ 246.68
EFT10824	25/07/2018	ROBIN MELLEMA	COUNCILLOR MEETING ATTENDANCE	\$ 1,070.00
EFT10825	25/07/2018	NANNUP NEWSAGENCY	POSTAGE	\$ 219.79
EFT10826	25/07/2018	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING	\$ 358.63
EFT10827	25/07/2018	ST. JOHN AMBULANCE	ST JOHN'S AMBULANCE MEMBERSHIPS	\$ 375.00
Total EFT Payments for period:				\$ 199,033.25
20299	17/07/2018	TRICIA LANGLEY	PARK BENCH MATERIALS	\$ 30.00
20300	17/07/2018	SHIRE OF DARDANUP	LIBRARY CATALOGUE	\$ 47.92
20301	17/07/2018	TOUR OF MARGARET RIVER	COMMUNITY GRANTS 2018-19	\$ 3,000.00
20302	17/07/2018	FRIENDS OF THE DONNELLY RIVER	COMMUNITY GRANTS 2018-19	\$ 1,500.00
20303	17/07/2018	NANNUP HISTORICAL SOCIETY INC.	SALE OF HERITAGE TRAIL BOOKLETS 2017/18	\$ 31.80
20304	18/07/2018	MAIN ROADS WA	LGA CONTRIBUTION FOR BRIDGE 3980 REPLACEMENT WITH CULVERTS OVER ST JOHN BROOK AND BAKER ROAD PROJECT 21112173.	\$ 281,600.00
20305	24/07/2018	NANNUP PLAYGROUP	COMMUNITY GRANTS 2018/19	\$ 500.00
20306	24/07/2018	NANNUP DISTRICT HIGH SCHOOL	COMMUNITY GRANTS 2018/19	\$ 200.00
20307	24/07/2018	NANNUP HISTORICAL SOCIETY INC.	COMMUNITY GRANTS 2018/19	\$ 500.00
20308	25/07/2018	DISABILITY SERVICES COMMISSION	REFUND OF BOND	\$ 200.00
Total Cheque Payments for period:				\$ 287,609.72
DD10209.1	04/07/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,035.47
DD10209.2	04/07/2018	LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 595.46
DD10209.3	04/07/2018	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 644.74
DD10209.4	04/07/2018	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 932.15
DD10209.5	04/07/2018	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 335.08
DD10209.6	04/07/2018	ASGARD ELEMENTS - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 432.40
DD10209.7	04/07/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 251.68
DD10210.1	18/07/2018	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 8,035.48
DD10210.2	18/07/2018	LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 595.46
DD10210.3	18/07/2018	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 649.47
DD10210.4	18/07/2018	FIRST WRAP PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 932.15
DD10210.5	18/07/2018	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 335.08
DD10210.6	18/07/2018	ASGARD ELEMENTS - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 432.40
DD10210.7	18/07/2018	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 208.83
DD10225.1	31/07/2018	WESTNET	WESTNET JULY 2018	\$ 184.84
DD10225.2	31/07/2018	SGFLEET	SG FLEET JULY 2018	\$ 1,875.32
DD10225.3	31/07/2018	SYNERGY	SYNERGY JULY 2018	\$ 3,083.40
DD10225.4	31/07/2018	BOC LIMITED	BOC LIMITED JULY 2018	\$ 67.83
DD10225.5	31/07/2018	BP AUSTRALIA	BP AUSTRALIA JULY 2018	\$ 358.77
DD10225.6	31/07/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 37 JULY 2018	\$ 1,869.01
DD10225.7	31/07/2018	CORPORATE CREDIT CARD - SHIRE OF NANNUP	CORPORATE CREDIT CARD JULY 2018	\$ 351.71
DD10225.8	31/07/2018	ALLEASING PTY LTD	ALL LEASING JULY 2018	\$ 2,298.60
DD10225.9	31/07/2018	TELSTRA	TELSTRA JULY 2018	\$ 1,204.98
DD10225.10	31/07/2018	CALTEX AUSTRALIA	CALTEX JULY 2018	\$ 1,494.74
Total Direct Debit Payments for period:				\$ 35,205.05
Shire of Nannup Trust Fund				
EFT10816	24/07/2018	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	JUNE 2018 BCITF LEVIES	\$ 597.00
EFT10817	24/07/2018	BUILDING COMMISSION	JUNE 2018 BUILDING SERVICES LEVY	\$ 795.70
Total Trust Payments for period:				\$ 1,392.70
TOTAL MUNICIPAL PAYMENTS FOR PERIOD				\$ 521,848.02
TOTAL TRUST PAYMENTS FOR PERIOD				\$ 1,392.70
TOTAL PAYMENTS FOR PERIOD:				\$ 523,240.72

SHIRE OF NANNUP			
ACCOUNTS FOR PAYMENT - JULY 2018			
Date	Supplier	Description	Amount
7/07/2018	HYUNDAI SONATA LF 2.0P ELITE	CALTEX FORREST HIGHWAY NOR WEST PINJARRA UNLEADED FUEL NPO	\$ 83.00
17/07/2018	REFRESHMENTS & FUNCTIONS -	ROBBSHAW - BLACKWOOD CAFE PRESIDENTS MEETING	\$ 13.50
20/07/2018	HYUNDAI SONATA LF 2.0P ELITE	WOOLWORTHS CALTEX MANJIMUP - DIESEL NPO	\$ 72.52
21/07/2018	HYUNDAI SONATA LF 2.0P ELITE	CALTEX DENMARK - DIESEL NPO	\$ 64.42
24/07/2018	REFRESHMENTS & FUNCTIONS -	NANNUP BRIDGE CAFE - PRESIDENT MEETING	\$ 25.50
27/07/2018	HYUNDAI SONATA LF 2.0P ELITE	WOOLWORTHS CALTEX MANJIMUP DIESEL NPO	\$ 92.77
			\$ 351.71