Attachment 8.1

Shire of Nannup

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Minutes

Council Meeting held Thursday 25 July 2019

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M i n u t e s

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4.33pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

(previously approved)

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

Tracie Bishop – Acting Chief Executive Officer
Jonathan Jones – Manager Infrastructure
Jane Buckland – Development Services Officer

APOLOGIES:
Cr V Hansen
David Taylor – Chief Executive Officer

LEAVE OF ABSENCE:
Nil

VISITORS:
Jenny Haddon, Cheryle Brown, Gerald Brown, Ian Gibb, Julie Kay, Rita Stallard and Len Gilchrist.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

3.1 Mrs Stallard had questions taken on notice at the June Ordinary Council Meeting; a copy of the reply is included as an attachment.

3.2 Mr Gilchrist had questions taken on notice at the June Ordinary Council Meeting; a copy of the reply is included as an attachment.

4. PUBLIC QUESTION TIME

Mrs Cheryle Brown

Q 1
As a result of the inclusion of Section 132 in to the CALM Act 2016, relieving Government Departments such as DBCA (Department of Biodiversity, Conservation & Attractions) from liability for damage caused by their plantation harvesting activities (i.e. "No Blame" clause), what actions can the Shire of Nannup & property owners take to ensure DBCA are held accountable for damage caused by plantation waste burn offs?

A 1 Shire President
We will take this question on notice.

Q 2 Mrs Cheryle Brown
In preparation for the severe weather incident on 6th June, the City of Busselton issued a notice on the 3rd June to "prohibit the lighting of any fire in the open air and direct all owners or occupiers of the land to extinguish any fire burning on the land from 1800hrs Tuesday 4th June 2019 to 0800hrs Friday 7th June 2019 inclusive for the whole of the City of Busselton" (which would have included the plantation which started the Jarrahwood fire). Are Government agencies such as DBCA/FPC obliged to comply to these types of notices?

A 2 Shire President
We will take this question on notice.

Q 3 Mrs Cheryle Brown
What actions is the Shire of Nannup taking to legally enforce all plantation harvesting operators (such as DBCA & FPC) and their contractors to be equipped with suitable and effective fire-fighting equipment during and post-harvest activities?

A 3 Shire President
We will take this question on notice.

Q 4 Mrs Cheryle Brown
Are DBCA/FPC required to adhere to Shire of Nannup restricted and/or permit burning periods or do they have an autonomous set of guidelines for enabling them to burn plantation harvest waste during these periods?

A 4 Shire President
We will take this question on notice.

Mrs Rita Stallard – East Nannup Road

Q 1
First of all, Mr President; through you I would like to thank the Mr Jones for his time and patience in explaining the plan and rules for his fire management program at Gussie's Mill and near Jock's Road.
I believe some spot spraying at Gussies Mill is to take place. Could the strip of land between there and Vasse Highway be sprayed also to control the weeds there?

A 1 Infrastructure Manager - Jonathan Jones
We can put that in the program.

Q 2 Mrs Stallard
There is a big sign at the corner of East Nannup Road and Vasse Highway, saying that it is the Warren Blackwood Stock Route. Can you please tell me a bit more about this – whose initiative and why, and where does it run? Does it follow the railway line? Will it travel down East Nannup Road?

A 2 Shire President
We will take this question on notice as I am not completely sure of the exact trail route. I can tell you it was an initiative of the Warren Blackwood Alliance of Councils; started about five years ago. So that is Bridgetown, Manjimup and Nannup. We received some substantial funding to do it. It starts in Bridgetown and goes in two directions. One from Bridgetown to Willow Springs then Nannup and then down to Scott River. The other goes from Bridgetown to Manjimup Equestrian Park; eventually down to Broke Inlet. So they are two designated horse trails. It is a fairly big industry the equestrian industry and we are trying to encourage that type of recreation. I think we received about a half million dollars on camps facilities such as shelters, long drop toilets and horse yards.

Mr Len Gilchrist – Blackwood River Drive

Mr Gilchrist repeated questions he has asked at previous meetings. Mr Gilchrist did not provide his questions in writing as per instructions from Civic Legal. He was advised to contact Civic Legal if he has questions regarding correspondence from them.

5. APPLICATIONS FOR LEAVE OF ABSENCE

19080 STEER/LONGMORE

That Cr Hansen be granted Leave of Absence for the 25 July 2019 Ordinary Shire Meeting.

CARRIED (7/0)

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Mrs Cheryle Brown spoke to Council regarding the impact of recent fires within the Shire of Nannup. Her presentation has been included as an attachment.

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.

Ms Tracie Bishop declared a Financial Interest in Item 14.1 Acting Chief Executive Officer.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

19081 LONGMORE/BUCKLAND

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

CARRIED (7/0)

9. MINUTES OF OTHER COUNCIL COMMITTEES/REPRESENTATIVE COMMITTEES

Nil

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

11. REPORTS BY MEMBERS ATTENDING COMMITTEES

Nil

12. REPORTS OF OFFICERS

AGENDA NUMBER:	12.1
SUBJECT:	Lewana and Blackwood Complex Fire Recoveries
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	David Taylor – Chief Executive Officer
FILE REFERENCE:	FRC 24 2019
AUTHOR:	Louise Stokes – Recovery Coordinator
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	15 July 2019
ATTACHMENTS:	12.1.2 - Letter to Haddon's Blackwood Complex Fire 12.1.2 - Letter to Hillbille Wines Lewana Fire

BACKGROUND:

In May 2019 private properties in the Shire of Nannup were impacted by the Lewana Fire, Incident Number: 423437 which was started by harvesting equipment in the Forest Products Commission (FPC) plantation operated by the contractor Total Harvesting Pty Ltd.

At post incident community de-briefs property owners were requested by FPC to submit requests for business compensation claims. Communication has been received from Risk Cover, who are the claims manager for FPC to advise that whilst FPC admits responsibility for starting the fire, they do not admit to liability for private property damage as a consequence of the fire.

Similarly, in the June 2019 Blackwood Complex (Jarrahwood) fire Incident Numbers: 085, 086 and 087 that impacted two private properties in the Shire of Nannup. One property owner, Haddon's has submitted a claim for compensation.

The Department of Biodiversity, Conservation & Attractions (DBCA) initially indicated to property owners that damage would be rectified immediately once quotes were received, this was later revised to enable immediate assistance so to ensure farming practises could continue without further risk. Now Risk Cover has advised that no compensation will be forthcoming.

DBCA has advised that the 'Good Neighbour Policy' has been revoked and the CALM ACT 2016 has been updated to incorporate a 'No Blame' clause.

The link to the Good Neighbour Policy is:
https://www.dpaw.wa.gov.au/images/documents/about/policy/GNP.pdf
The link to the revised CALM ACT (Amendment Bill) is:
http://www.parliament.wa.gov.au/parliament/bills.nsf/BillProgressPopup?openForm&ParentUNID=3923ED5378F6B27C48257E0500447812

COMMENT:

Assistance has been provided to property owners through the recovery process. Red Cross WA has undertaken welfare checks with impacted families.

Current status:

Lewana Fire: FPC has requested from State Government an 'Act of Grace' payment to be shared between impacted property owners. There are 10 private properties who have submitted claims across the Shires of Nannup, Donnybrook Balingup and Bridgetown Greenbushes. FPC has contacted the CEO at the Shire of Nannup to request assistance in the administration of a payment if this request is successful. This is subject to approval and lobbying to Parliamentarians will be required by Council to support this. It is not known if this will be approved.

Blackwood Complex Fire: DBCA has requested that the Haddon's appeal to Risk Cover on the grounds of hardship.

The change in State Government legislation raises the issues of:

- There has been no communication of this change. This legislation was introduced in 2015.

- The 'Good Neighbour Policy' is not listed as one of the revoked policies in the amended CALM act.

- DBCA still enacts some elements of the 'Good Neighbour Policy' during incidents, including:

  2.1.2 DEC will involve itself with the local community in preparing and planning for fire incidents. DEC officers will attend shire and brigade meetings and bushfire advisory committee meetings on a regular basis, as far as resources allow, and participate in the Local Emergency Management Committee process.

  2.4.4 DEC will pay for the costs that a shire or bushfire brigade incurs on its behalf in hiring contract machinery to suppress a fire on DEC-managed lands (only following authorisation and agreement on contract rates by an appropriate DEC officer), except where mutual aid agreements are in place.

- Private property owners may have considered fencing insurance cover if they had knowledge that the 'Good Neighbour Policy" no longer applied.

- If a fire starts on private property and travels into FPC or DBCA land, the private property owner must compensate costs.

- In the case of the Haddon property impacted in the Blackwood Complex fire, the destroyed boundary fencing adds risks that stock could wander onto the Vasse highway or Cundinup South road and cause traffic accidents. If this were to occur, the private property owner is liable.

STATUTORY ENVIRONMENT:

Conservation and Land Management Amendment Bill 2015
Conservation and Land Management ACT 1984 (State Government Legislation)
Department of Environment and Conservation 'Good Neighbour' Policy (State Government Policy).

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Administrative staff resources:
Recovery Coordinator resources - casual basis
Chief Executive Officer resources – allocation of time.

STRATEGIC IMPLICATIONS:

6.1: Lead, Listen, Advocate, Represent and Provide: 6.2 We are one
To do what is right and fair for the people

RECOMMENDATIONS:

1. That the Shire President and Chief Executive Officer contact Parliamentarians for assistance with these Recoveries and that the State Government provide financial compensation to private property owners for damaged infrastructure and feed as per communication with Risk Cover, and;

2. That the Shire President and Chief Executive Officer advocate to Parliamentarians through WALGA Zone for policy change that supports impacted property owners in the instance where State Government incidents impacts private property, and;

3. That the Shire Presidents and Chief Executive Officer meets with State Government representatives from Department of Biodiversity, Conservation and Attractions and Forest Products Commission to coordinate a Communications Strategy to inform residents of the already amended existing policy.

19082 MELLEMA/STEVENSON

1. That the Shire President and Chief Executive Officer contact Parliamentarians for assistance with these Recoveries and that the State Government provide financial compensation to private property owners for damaged infrastructure and feed as per communication with Risk Cover, and;

2. That the Shire President and Chief Executive Officer advocate to Parliamentarians through WALGA Zone for policy change that supports impacted property owners in the instance where State Government incidents impacts private property, and;

3. That the Shire Presidents and Chief Executive Officer meets with State Government representatives from Department of Biodiversity, Conservation and Attractions and Forest Products Commission to coordinate a Communications Strategy to inform residents of the already amended existing policy.

CARRIED (7/0)

AGENDA NUMBER:	12.2
SUBJECT:	Warren Blackwood Sub-Regional Prospectus and associated Memorandum of Understanding
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	David Taylor – Chief Executive Officer
FILE REFERENCE:	
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	17 July 2019
ATTACHMENT:	12.2.1 - Warren Blackwood Sub-Regional Prospectus 12.2.2 - Memorandum of Understanding Warren Blackwood Sub-Regional Prospectus

BACKGROUND:

This document is a collaboration between the Shire of Nannup, Shire of Bridgetown-Greenbushes, Shire of Manjimup, Shire of Donnybrook-Balingup, Shire of Boyup-Brook and the South West Development Commission. This document has been developed to provide an attractive pamphlet showcasing the region. This prospectus was developed initially with particular reference to Talison Lithium as a document that could be included within their future employment packages.

COMMENT:

Warren Blackwood Sub-Regional Prospectus

This document has been in development for the past 6 months and discussed at length in the Warren Blackwood Alliance of Councils (WBAC) meeting, it is merely a method of showcasing the individual communities and what they offer to people looking to move to the region. This document has the potential to be used much further abroad to showcase what is on offer in this region (airport lounges, iconic tourist locations and so on).

Memorandum of Understanding (MOU)

Associated with this document is a MOU with its purpose to clearly identify the roles and responsibilities of each party as they relate to the Warren Blackwood Sub-Regional Prospectus. The key points for Council to consider are as follows;

SHIRE RESPONSIBILITIES UNDER THIS MOU

The Shires shall undertake the following activities:

- Deliver information as applicable to ensure the currency and accuracy of the Warren-Blackwood Sub-Regional Prospectus;
- Share the current, endorsed version of the Warren Blackwood Sub-Regional Prospectus for public access on Shire websites;
- Manage the distribution of hard copies of the Warren Blackwood Sub-Regional Prospectus as deemed appropriate;
- Promote the Warren Blackwood Sub-Regional Prospectus as applicable;
- Review the Warren Blackwood Sub-Regional Prospectus annually to ensure content is current.

SWDC RESPONSIBILITIES UNDER THIS MOU
SWDC shall undertake the following activities:

- Develop the draft document based on information provided by the Shires and including summary contextual detail;
- Provide a draft digital design copy of the inaugural Warren Blackwood Sub-Regional Prospectus;
- Store the current, endorsed version of the Warren Blackwood Sub-Regional Prospectus and apply version changes as identified through the annual review process;
- Promote the Warren Blackwood Sub-Regional Prospectus as appropriate.

EFFECTIVE DATE/DURATION/AMENDMENTS
This agreement is effective as of the date of signature by all authorized representatives indicated below and shall last for five years thereafter. The MOU may be extended or amended to allow for related efforts by mutual agreement of the parties. Any party may withdraw from this agreement upon one hundred eighty (180) days written notice to the other parties.

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Printing costs are at the Local Government's responsibilities. It has been suggested to combine printing on the initial run to achieve better economies of scale – this would be as follows;

500 copies – cost to Shire of Nannup is $320 (quotation)
1,000 copies – cost to Shire of Nannup is $396 (quotation)

It is proposed that 50% be provided to Talison with the remainder equally distributed to the individual local governments.

Further printing is the responsibility of each individual Shire.

STRATEGIC IMPLICATIONS:

Reference has been made to the Shire of Strategic Community Plan when providing input into the Warren Blackwood Sub-Regional Growth Plan 2019.

This document provides compliments the Shire of Nannup local planning and State planning strategies giving stronger linkage to funding applications.

RECOMMENDATION:

That Council;
1. Endorse the Warren-Blackwood Sub-Regional Prospectus, and;
2. Endorse the Memorandum of Understanding Warren Blackwood Sub-Regional Prospectus, and;
3. Authorise the Chief Executive Officer to sign the Memorandum of Understanding Warren Blackwood Sub-Regional Prospectus on behalf of the Shire of Nannup.

19083 STEER/LONGMORE

That Council;

1. Endorse the Warren-Blackwood Sub-Regional Prospectus, and;

2. Endorse the Memorandum of Understanding Warren Blackwood Sub-Regional Prospectus, and;

3. Authorise the Chief Executive Officer to sign the Memorandum of Understanding Warren Blackwood Sub-Regional Prospectus on behalf of the Shire of Nannup.

CARRIED (7/0)

AGENDA NUMBER:	12.3
SUBJECT:	Warren Blackwood Sub-Regional Growth Plan 2019 and associated Memorandum of Understanding
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	David Taylor – Chief Executive Officer
FILE REFERENCE:	
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	16 July 2019
ATTACHMENTS:	12.3.1 - Warren Blackwood Sub-Regional Growth Plan 2019 12.3.2 - Memorandum of Understanding Warren Blackwood Sub-Regional Growth Plan

BACKGROUND:

This document is a collaboration between the Shire of Nannup, Shire of Bridgetown-Greenbushes, Shire of Manjimup, Shire of Donnybrook-Balingup, Shire of Boyup-Brook and the South West Development Commission. This document has been developed to provide a strategic overview of sub-regional economic and social priorities, reflecting localised planning and development documents and aligned with regional and State development documents, including the SW Regional Blueprint. It will be utilized to leverage current and future socio-economic opportunities and pursue funding to facilitate growth.

COMMENT:

Warren Blackwood Sub-Regional Growth Plan 2019

This document has been in development for the past 6 months and discussed at length in the Warren Blackwood Alliance of Councils (WBAC) meeting. A draft of the priorities included within this document was circulated to Councillors for comment earlier this year. This document has now been finalised and ready for Council endorsement.

Memorandum of Understanding (MOU)

Associated with this document is a MOU with its purpose to clearly identify the roles and responsibilities of each party as they relate to the Warren Blackwood Sub-Regional Growth Plan. The key points for Council to consider are as follows;

SHIRE RESPONSIBILITIES UNDER THIS MOU

The Shires shall undertake the following activities:

- Provide information as applicable to ensure the currency and accuracy of the Warren-Blackwood Sub-Regional Growth Plan;
- Share the current, endorsed version of the Warren Blackwood Sub-Regional Growth Plan for public access on Shire websites, and in hard copy as applicable;
- Support the actions and projects identified in the Warren Blackwood Sub-Regional Growth Plan;
- Review the Warren Blackwood Sub-Regional Growth Plan every 12 months, providing feedback on current projects and activities outlined in the document.

SWDC RESPONSIBILITIES UNDER THIS MOU

SWDC shall undertake the following activities:

- Facilitate workshops to identify and discuss sub-regional priorities and projects;
- Develop the inaugural draft document based on information provided by the Shires and including summary strategic contextual detail;
- Provide a digital copy of the inaugural Warren Blackwood Sub-Regional Growth Plan;
- Store the current, endorsed version of the Warren Blackwood Sub-Regional Growth Plan and apply version changes as identified through the yearly review process;
- Promote the Warren Blackwood Sub-Regional Growth Plan as appropriate.

ENDORSEMENT / IMPLEMENTATION
All Shires understand and accept that adoption and implementation of the initial Growth Plan and any future changes to the Growth Plan, as per the review process, will be determined and progressed based <u>on the majority of parties being in agreement with the changes</u>.

STATUTORY ENVIRONMENT:
Nil.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

This document can be utilised to leverage current and future socio-economic opportunities and pursue funding to facilitate growth.

STRATEGIC IMPLICATIONS:

Reference has been made to the Shire of Strategic Community Plan when providing input into the Warren Blackwood Sub-Regional Growth Plan 2019.

This document provides compliments the Shire of Nannup local planning and State planning strategies giving stronger linkage to funding applications.

RECOMMENDATION:

That Council;
1. Endorse the Warren Blackwood Sub-Regional Growth Plan 2019, and;
2. Endorse the Memorandum of Understanding Warren Blackwood Sub-Regional Growth Plan, and;
3. Authorise the Chief Executive Officer to sign the Memorandum of Understanding Warren Blackwood Sub-Regional Growth Plan on behalf of the Shire of Nannup.

19084 BUCKLAND/STEVENSON

That Council;
1. Endorse the Warren Blackwood Sub-Regional Growth Plan 2019, and;

2. Endorse the Memorandum of Understanding Warren Blackwood Sub-Regional Growth Plan, and;

3. Authorise the Chief Executive Officer to sign the Memorandum of Understanding Warren Blackwood Sub-Regional Growth Plan on behalf of the Shire of Nannup.

CARRIED (7/0)

AGENDA NUMBER:	12.4
SUBJECT:	Shire of Nannup - Visitor Centre Service Agreement – Expression of Interest
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	15 July 2019

BACKGROUND:

The Shire of Nannup has outsourced its Visitor Servicing arrangements to a local business operating in Nannup since 2014. This Agreement expired in June 2019 after Council extension period of 1-year period from 1 July 2018.

Council at its Ordinary Meeting held on the 22nd of February 2018 endorsed the following, with particular attention being made to point 2;

"18036 STEVENSON/LONGMORE

That Council advises the proprietors of "A Taste of Nannup" that it is prepared to consider the following in respect to the provision of Visitor Services beyond June 2018: -

1. *That Council, dependent upon the outcomes of the Local Tourism Organisation development and potential establishment from 1 July 2018, is prepared to consider entering into a further 12-month extension of the Agreement for the provision of Visitor Services with the same conditions and remuneration as previously supplied; and*

2. *That following the above developments in respect to the outcomes of the LTO's potential establishment and its viability in respect to the future delivery of visitor services for the region, and the financial capabilities of the Shire to Nannup to commit to the LTO's ongoing cost structure, Council will then consider whether to re-tender for the provision Visitor Services in Nannup or continue with "A Taste of Nannup" to provide these services for an extended period.*

CARRIED (8/0)"

Now that the LTO, known as the Southern Forests Blackwood valley Tourism Association (SFBVTA) has been established and the current Service Agreement has expired, part 2 of the above Resolution is being brought to Council for consideration.

COMMENT:

The Shire of Nannup has committed to a 5-year funding arrangement through the Warren Blackwood Alliance of Councils (WBAC), which is as follows;

2018-19	$19,250	Completed
2019-20	$28,325	Budgeted in Current Year
2020-21	$33,012	
2021-22	$24,908	
2022-23	$16,822	

After consultation with local businesses, other local governments and internal correspondence it is believed by officer's that there is a need for local Visitor Servicing within Nannup and that the SFBVTA is unlikely at this point to replace the need for local visitor servicing. A few reasons being;

- It provides specialised local visitor information particularly for Nannup.
- It adds to the visitor experience with local knowledge and service.
- Offers an opportunity for Nannup visitor services to be tailored over and above what the SFBVTA is performing within the region.

There have been discussions around whether or not technology could replace in-person visitor servicing in Nannup. Even though this is a potential opportunity in the future, it was agreed that currently the most appropriate method suiting currently visitors is still in-person visitor servicing.
The Shire of Nannup Policy ADM4 – Purchasing Policy states the following thresholds;

Amount of Purchase	Model Policy
Up to $5,000	Direct purchase from suppliers requiring one verbal quotation.
$5,001 - $50,000	Obtain at least two verbal or written quotations (unless exempted by proven procurement history).
$50,001 - $100,000	Obtain at least three written quotations
$100,001 - $149,999	Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations).
$150,000 and above	Conduct a public tender process.

The Shire of Nannup is obligated to operate in alignment with its current Purchasing. It is recommended that the procurement process be conducted as an Expression of Interest (EOI) within a set funding ceiling in alignment with the annual budget.

Interim period for current provider – it has been agreed by the CEO and Shire President to extend the current Visitor Service Agreement for a period of 4 months to allow time for the Shire to complete the procurement process. This is included within the 2019-20 budget allocations.

STATUTORY ENVIRONMENT:

Local Government Act 1995

POLICY IMPLICATIONS:

ADM 4 – Purchasing Policy

FINANCIAL IMPLICATIONS:

19/20 Budget Allocation is $15,000

It is important to note that this Annual Budget has not yet been formally adopted by Council and is included within this Ordinary Meeting of Council for approval of.

STRATEGIC IMPLICATIONS:

Shire of Nannup Strategic Community Plan 2017–2027
Our Economy
Strategy 2.2 Tourism /Recreation – Support the provision of a Visitor Centre Service and work with Warren Blackwood Alliance of Councils in the establishment of a Local Tourism Organisation or alternative structure in the delivery of Visitor Services.

RECOMMENDATION:

That Council authorise the Chief Executive Officer to;

1. Prepare an Expressions of Interest criteria and process in conjunction with the Shire President for the provision of Visitor Centre Servicing within the Shire of Nannup for a 3-year period, and;

2. Conduct an advertising period of 2 weeks for the Expressions of Interest in alignment with Council's purchasing policy, and;

3. Upon completion of 1 and 2 above, provide to Council a recommended provider to perform the Visitor Centre Servicing in Nannup for a 3-year period.

19085 LONGMORE/MELLEMA

That Council authorise the Chief Executive Officer to;

1. ***Prepare an Expressions of Interest criteria and process in conjunction with the Shire President for the provision of Visitor Centre Servicing within the Shire of Nannup for a 3-year period, and;***

2. ***Conduct an advertising period of 2 weeks for the Expressions of Interest in alignment with Council's purchasing policy, and;***

3. ***Upon completion of 1 and 2 above, provide to Council a recommended provider to perform the Visitor Centre Servicing in Nannup for a 3-year period.***

CARRIED (7/0)

AGENDA NUMBER:	12.5
SUBJECT:	Monthly Accounts for Payment - June 2019
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	12 July 2019
ATTACHMENT:	12.5.1: Accounts for Payment – June 2019

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 June 2019 to 30 June 2019 as detailed hereunder and noted on the attached schedule, are submitted to Council.

COMMENT:

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

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

Municipal Account			
Accounts paid by EFT	11658 – 11765		332,750.90
Accounts paid by cheque	20382 – 20395		5,606.80
Accounts paid by Direct Debit	DD10486.1 DD10512.11	–	58,257.65
Sub Total Municipal Account			*$396,615.35*
Trust Account			
Accounts paid by EFT	11747 – 11749, 11759		11,477.00
Accounts Paid by cheque			0.00
Sub Total Trust Account			*$11,477.00*
Total Payments			**$408,092.35**

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 $408,092.35 1 June 2019 to 30 June 2019 in the attached schedule(s) be endorsed.

19086 STEVENSON/MELLEMA

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling $408,092.35 1 June 2019 to 30 June 2019 in the attached schedule(s) be endorsed.

CARRIED (7/0)

AGENDA NUMBER:	12.6.
SUBJECT:	Budget Monitoring – May 2019
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Robin Lorkiewicz – Corporate Services Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	12 July 2019
ATTACHMENT:	12.6.1 - Financial Statements for the period ending 31 May 2019

BACKGROUND:

Local Government (Financial Management) Regulation 34(1) requires that Council report monthly on the financial activity from all the various operating and capital divisions**.** Council has adopted a variance threshold of 10% or $30,000, whichever is the greater on which to report. The statutory statements are appended at Attachment 12.6.1.

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

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

COMMENT:

Please refer to the attachment, Financial Statements for period ending 31 May 2019 for a detailed analysis of our end of year position, Note 2.

STATUTORY ENVIRONMENT:
Local Government (Financial Management) Regulation 34(1)(a).

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

The attached financial statements detail financial outcomes for 2018/19.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

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

19087 STEVENSON/MELLEMA

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

CARRIED (7/0)

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

13.1 OFFICERS

19088 STEVENSON/LONGMORE

That Council allow the following motion to be considered as an Urgent Motion.

CARRIED (7/0)

AGENDA NUMBER:	13.1
SUBJECT:	Term Deposit Investment
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Tracie Bishop
FILE REFERENCE:	FNC 1
AUTHOR:	Tracie Bishop – Acting Chief Executive Officer
REPORTING OFFICER:	Tracie Bishop – Acting Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	25 July 2019
ATTACHMENTS:	Nil

BACKGROUND:

Council's Investment Policy FNC 7 states:

Where investments of greater duration than 12 months are desired, Council officers are to obtain independent financial advice from a Certified Financial Planner with regard to specific investment selection.
The maximum amount that may be invested with any one institution is $4 million for deposits requiring less than 24 hours notice of withdrawal and $2 million for all other deposits.
The Chief Executive Officer can authorise a transaction which exceeds the maximum investment limit with any one institution and must record the reason for any departure from the policy and report this to Council. In such cases the appropriate authorising signature should be recorded in a central register.

COMMENT:

Officers recently looked at investment prospects for Council funds. The analysis process completed in this regard is to firstly look at the requirements of the cash flow for the upcoming periods and then to look at the investment rates available.

While looking at rates, officers sought rates from Commonwealth Bank of Australia, Westpac Banking Corporation, Bankwest and Bendigo Bank. After this process was completed the bank with the higher rate was chosen. In this instance Westpac Banking Corp offered a rate that none of the other competitors were prepared to match. On this basis, two term deposits were opened. One for $500k (Municipal) and the second for $2.55M (Reserve).

As per Council's Investment Policy the requirement, based on these deposits, is that Council endorse these actions.

STATUTORY ENVIRONMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Increased income as a result of interest received.

STRATEGIC IMPLICATIONS:

Nil.

RECOMMENDATION:

That Council endorse the actions of the Acting Chief Executive Officer whereby the maximum investment limit identified within Council's Policy FNC7 has been exceeded. Reason for exceeding this limit is on the basis that the interest rate available at this institution exceeded that of all other competitors.

19089 STEVENSON/MELLEMA

That Council endorse the actions of the Acting Chief Executive Officer whereby the maximum investment limit identified within Council's Policy FNC7 has been exceeded. Reason for exceeding this limit is on the basis that the interest rate available at this institution exceeded that of all other competitors.

CARRIED (7/0)

13.2 ELECTED MEMBERS

Nil.

14. MEETING CLOSED TO THE PUBLIC
(Confidential Items)

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

PROCEDURAL RECOMMENDATION:

That the meeting be closed to members of the public in accordance with Sections 5.23(2) (a), (b) and (c) of the Local Government Act 1995.

(The following report is confidential in accordance with Section 5.23(2)(a),(b) and (c) and of the Local Government Act 1995, being a matter effecting an employee, the personal affairs of a person and a contract that may be entered into by the Local Government)

19090 STEER/STEVENSON

That the meeting be closed to members of the public in accordance with Sections 5.23(2) (a), (b) and (c) of the Local Government Act 1995.

(The following report is confidential in accordance with Section 5.23(2)(a),(b) and (c) and of the Local Government Act 1995, being a matter effecting an employee, the personal affairs of a person and a contract that may be entered into by the Local Government)

CARRIED (7/0)

AGENDA NUMBER:	14.1
SUBJECT:	Confidential Item - Acting Chief Executive Officer
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	David Taylor
FILE REFERENCE:	PSN
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Financial Interest - David Taylor – Chief Executive Officer
DATE OF REPORT	25 July 2019

The Manager Corporate Services declares a Financial Interest as this item relates to employment contract. The Manager Corporate Services left the meeting 5.15pm

19091 MELLEMA/STEVENSON

That standing orders be suspended.

CARRIED (7/0)

19093 MELLEMA/STEVENSON

That the meeting be opened to the members of the public in accordance with Sections 5.23(1) (a) and (b) of the Local Government Act 1995.

CARRIED (7/0)

The Manager Corporate Services returned to the meeting 5.30pm.

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

19092 STEER/MELLEMA

That Council approves:

1. The Chief Executive Officer's leave, being a combination of Paternity and Annual, for the period from 22 July 2019 up to the 13 August 2019 inclusive and appoints Ms Tracie Bishop as Acting Chief Executive Officer during this period or until the Chief Executive Officer returns to work.

2. Authorise the Shire President to vary the dates within 1 above if necessary, with the agreement of the Chief Executive Officer.

3. Approves the Chief Executive Officer to work from home on an ad-hoc basis during the period specified in Part 1 above and that the time worked be offset against Annual Leave to be taken. A diary is to be kept and approved by the Shire President before processing.

CARRIED (7/0)

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

Nil.

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

Nil.

17. CLOSURE OF MEETING

The Shire President declared the meeting closed at 5.33 pm.

Attachment 9.1

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 26 March 2019
in Council Chambers

CONFIRMATION OF MINUTES

These minutes comprising pages 1 – 8 were confirmed by Committee on 13/8/19. 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 2.32pm

Visitors: Nil

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

Tracie Bishop – Manager Corporate Services
Robin Lorkiewicz – Office Representative
John Brough – Depot Supervisor
Cr Bob Longmore – Council Representative
Lincoln Kay – Depot Representative
Neroli Logan – Regional Risk Coordinator

Apologies

Jonathon Jones – Manager Infrastructure
Cr Norm Steer – Council Representative

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

BISHOP/LONGMORE

The Minutes of the Risk Management Advisory Committee held on the 23 October 2018 be confirmed as a true and correct record.

CARRIED 6/0

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:	26 March 2019
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:

2 Incidents reported by Depot Safety Representative; 26 February 2019 a near miss with a chainsaw incident report filed and on 1 March 2019 a sprained back caused by a blower that is mounted to the operators back. Remedy to change approach to the starting procedure by using a second person.

STATUTORY ENVIRONMENT: Nil

POLICY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS: Nil

STRATEGIC IMPLICATIONS: Nil

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

LORKIEWICZ/BISHOP

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

CARRIED 6/0

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:	26 March 2019
ATTACHMENTS:	

COMMENT:

Nil.

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. No items identified for this period.

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:	26 March 2019
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:

A new strategic risk be introduced; Vexacious Customers. Neroli and Tracie to work together to draft the strategic risk template and put forward to members of the committee for review.

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
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
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

KAY/BISHOP

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 6/0

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:	26 March 2019
ATTACHMENTS:	10.4.1 Business Continuity Plan.

COMMENT: Nil.

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 Safety Assessment Report – November 2018
Neroli of LGIS spoke to the report. Reviewed the document.

12.2 Tier 2 OSH Assessment Plan – Action Plan
Neroli has highlighted a few key areas, see attached. Neroli will work closely with Shire of Nannup to address any audit findings.

12.3 LGIS Award Presentation – 9 April 2019
Award presentation to be held at 2.30 on 9 April, Tracie to inform councillors of this at the Ordinary Meeting of Council on 28 March 2019.

12.4 OSH Management Systems
12.4.1 Items for review included in next Outdoor Staff Toolbox meeting

12.4.1.1 7.2 Chainsaw Safety & Tree Pruning
12.4.1.2 7.3 Chemicals and Hazardous Substances
12.4.1.3 7.4 Confined Spaces
12.4.1.4 7.6 Danger Tags
12.4.1.5 7.7 Electrical Equipment
12.4.1.6 7.11 Outdoor Clothing Policy
12.4.1.7 7.12 Personal Protective Equipment
12.4.1.8 *7.17 Tree Callouts*

12.4.2 2.2 – Safety & Risk Management Plan - *Recommended to Table until thorough review undertaken*

12.4.3 3.2 OSH Responsibilities Procedure
Tabled due to OSH Act being reviewed and updated, any mention of this OSH Act would require us to review any policy that mentions it again. Neroli suggest we review these once this Act is reviewed and made new legislation.

12.4.4 5.1 OSH Issue Resolution Procedure
Tabled due to OSH Act being reviewed and updated, any mention of this OSH Act would require us to review any policy that mentions it again. Neroli suggest we review these once this Act is reviewed and made new legislation.

12.4.5 5.2 Shire of Nannup Risk Management Committee Structure
Minor Changes – Lincoln Kay Added in place of Michael Merritt and Councillor Committee Members Expiration of Duties updated to October 2019.

12.4.6 5.3 Consultation and Communication Procedure
Tabled due to OSH Act being reviewed and updated, any mention of this OSH Act would require us to review any policy that mentions it again. Neroli suggest we review these once this Act is reviewed and made new legislation.

12.4.7 5.3.1 OSH Reporting Requirements Procedure
Tabled due to OSH Act being reviewed and updated, any mention of this OSH Act would require us to review any policy that mentions it again. Neroli suggest we review these once this Act is reviewed and made new legislation.

12.4.8 8.3 Critical Incident Management Procedure
Tabled due to OSH Act being reviewed and updated, any mention of this OSH Act would require us to review any policy that mentions it again. Neroli suggest we review these once this Act is reviewed and made new legislation.

12.4.9 8.4.1 Evacuation Diagram Town Hall 1
No Change.

12.4.10 8.4.2 Evacuation Diagram Town Hall 2
No Change.

12.4.11 8.4.3 Evacuation Diagram Town Hall 3
No Change.

12.4.12 8.4.4 Evacuation Diagram Old Roads Board 1
No Change.

12.4.13 8.4.5 Evacuation Diagram Old Roads Board 2
No Change.

12.4.14 8.4.6 Evacuation Diagram Community Kindergarten
No Change.

12.4.15 8.4.7 Evacuation Diagram Depot & Workshop & Depot Draft Presented
Minor Changes expected, Neroli to draft new version and present at next meeting for review.

12.4.16 8.4.11 Evacuation Diagram Shire Offices
No Change.

12.4.17 Proposed New Policy – Working Alone
Lincoln raised issue around isolated workers, such as Grader Operators, Rangers, and Firebreak Inspectors. The new policy should address issues such as How to deal with emergencies with lone workers, provide allowance for a device to monitor health and safety whilst working alone. It was discussed that potentially 3 devices would need to be purchased and policy to prescribe the device. Lincoln and Neroli to gather other small regional local government policies for reference.

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

TBA

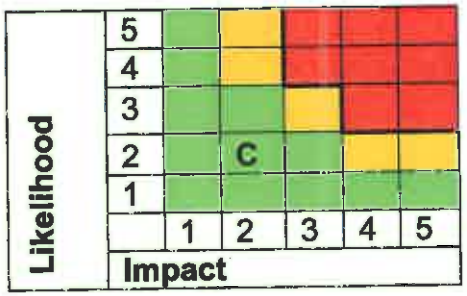
16. CLOSURE OF MEETING

Cr Longmore declared the meeting closed at 3.53pm

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**



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)

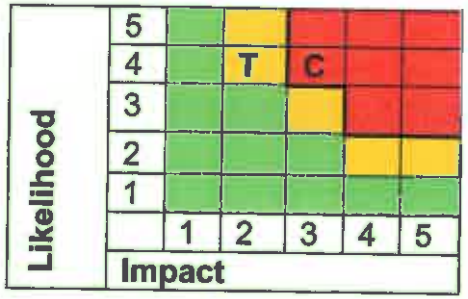
Mitigating Actions/Controls Already in Place:		
Community information, surveys, media releases, newspaper advertisements, mail drops, reference groups, newsletter Council Action Plan, Reporting on Community Strategic Plan Operational inspections and procedures, Rates book Community aspirations and wish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

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**



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:	**Responsibility for Action:**	**Action by:**
Develop shared services and assets	SMT	
Identify alternative income sources	MCS	
Promote financial performance	MCS	

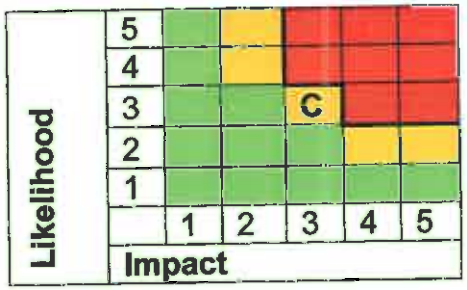
TOLERATE: **TREAT:** ✓ **TRANSFER:** **TERMINATE:**

Review

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:



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

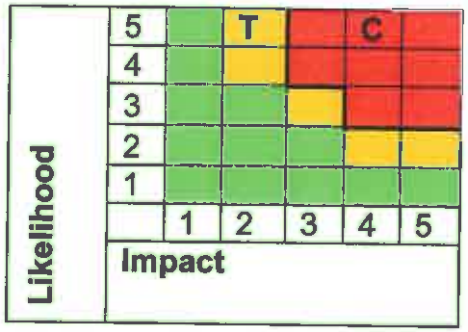
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:

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**



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

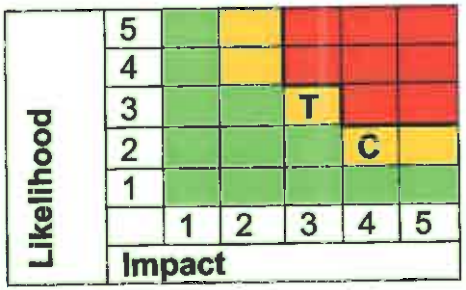
Further Mitigating Actions Required to Reach Target Risk Score:	**Responsibility for Action:**	**Action by:**
Investigate Biosecurity Act 2007 options	CEO	
Increase political lobbying with local politicians	CEO Shire President	
Work with WBAC & WALGA to promote action at State Government level	CEO Shire President	
Meet with local DBCA managers	CEO/MI	
Lead by example – improve our own management of weeds	MI	
Implement Spray Program – manage quantities & types of chemicals		
Number of personnel in DBCA in Nannup –Lobby for more		

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**



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

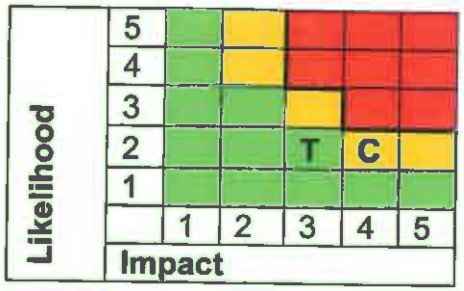
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:
Determine preferred position/partners for structural reform	CEO/Council	

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**



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

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.

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	CEO	
Communication Minister LG	MCS	
	MCS	

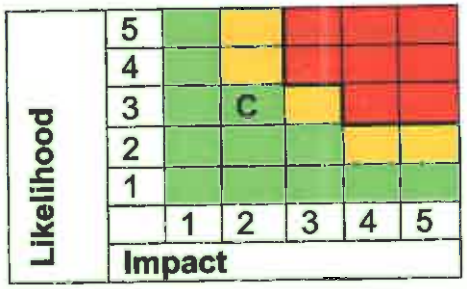
Review

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**



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

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.

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	1	2	3	4	5
5					
4					
3			C		
2			T		
1					

Impact

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

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

Mitigating Actions/Controls Already in Place:

Economic development workshops held.
Area being promoted as tourist destination
Support for festivals and events
Community Bus
Iconic Feature – Clocktower
Trails Development - ongoing

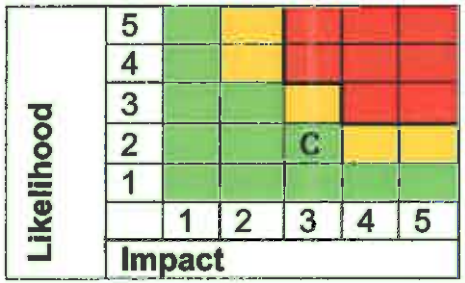
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:
Investigate a relationship with foreign town	CDO	
Improve the occupancy of Main Street – discuss options with owners	CDO	
Produce Economic Development Strategy	CEO	
Increase attractiveness of operating rural smallholdings	CDO	
Community	CDO	

Review

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**



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:

Polices & procedures in place and reviewed

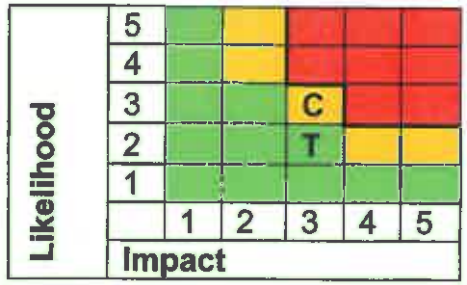
Further Mitigating Actions Required to Reach Target Risk Score:	**Responsibility for Action:**	**Action by:**
Consider implementing contract management training & Risk Management with LGIS	CEO MCS MI	

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**



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
DFES funded Mitigation Activities – Fire Prevention

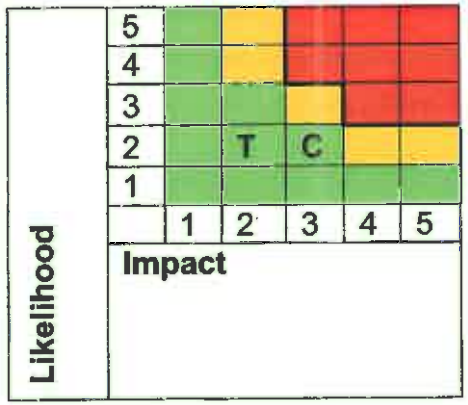
Further Mitigating Actions Required to Reach Target Risk Score:	Responsibility for Action:	Action by:
Review and update emergency management plans.	MI	
Water for Aerodrome		

TOLERATE: ✓ **TREAT:** **TRANSFER:** **TERMINATE:**

Review

STRATEGIC RISK REGISTER REPORT

Risk: Cyber Attack – Loss or compromising of data
Risk Owner: Chief Executive Officer



Triggers. What could cause this risk to materialise?	Internet security fails Attack by cyber hackers
Consequence/Impact:	Loss of data Service Interruption Confidential data passed on Professional liability Damage to professional image

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

Mitigating Actions/Controls Already in Place:		
Internet security/Firewall protection Education to all users on risks associated with usage of internet Insurance coverage		
Further Mitigating Actions Required to Reach Target Risk Score: Annual reviews of security in place Monitoring of website	**Responsibility for Action:** MCS	**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

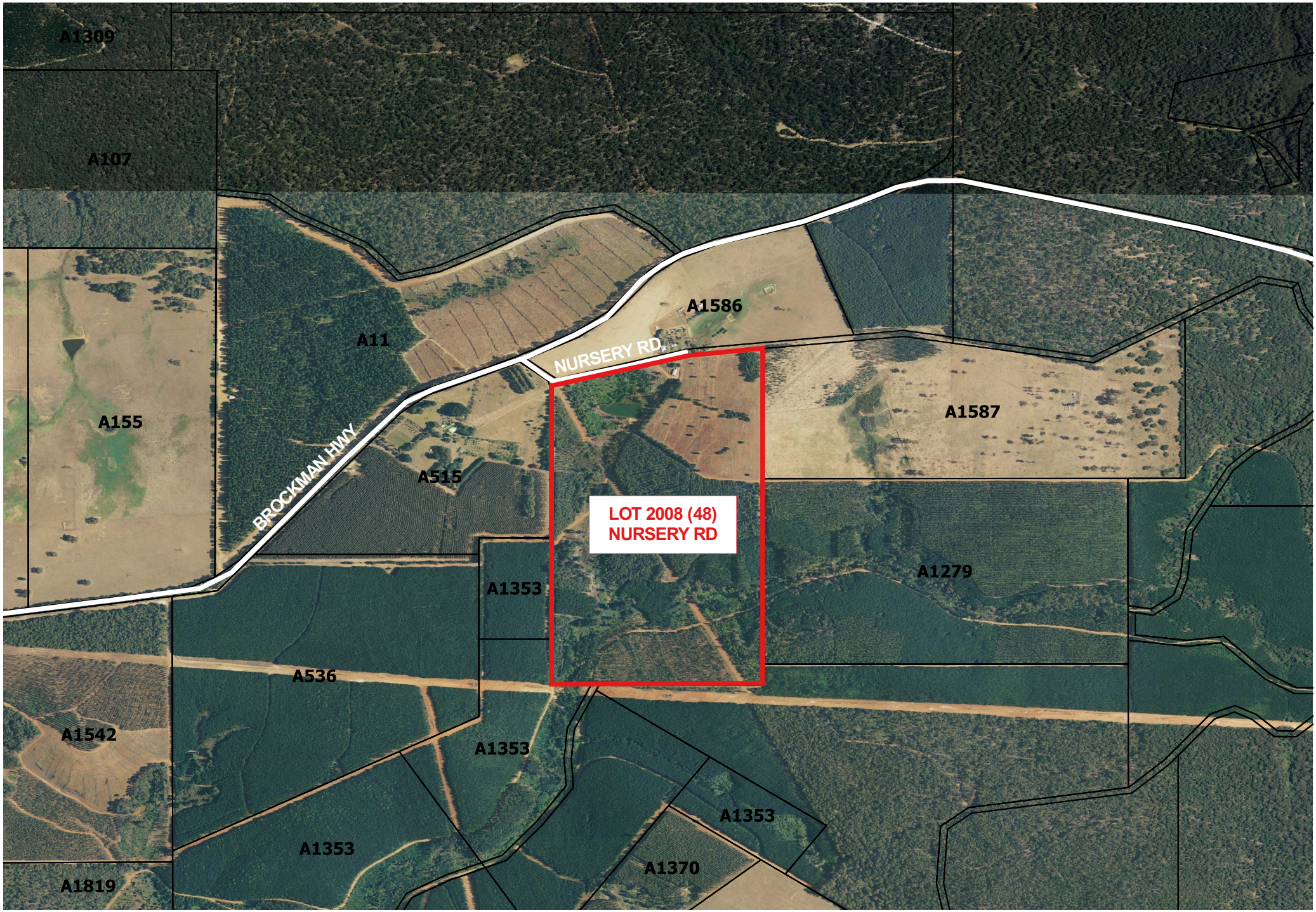
	LIKELIHOOD	APPROXIMATE PROBABILITY	POTENTIAL TIMING	DESCRIPTION
5	Very Likely	>90%	This week	Expected to occur in most circumstances
4	Probable	55% to 90%	This year	Some controls in place. Will probably occur in most circumstances
3	Possible	15% to 55%	Next year	Previous experience of event or similar 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 occurance.

Attachment 12.1.1

Register of Delegated Development Approvals

Application Number	Owner's Name	Applicant's Name	Assessment Number	Property Address	Type of Development	Works or Use	Proposed cost of development	Date Received	Advertised	Issue Date	Authority
2019/25	Melissa Harrsion	Brett Hall	A906	Lot 6 (4334) Graphite Rd, Carlotta	Oversize outbuilding with reduced boundary setback (8m)	Works	$19,500.00	31/05/2019	No - consent from neighbour provided	5/06/2019	Delegated - CEO
2019/26	Wheatley Unit Trust Pty Ltd	Friends of Donnelly Village Inc	A1654	Lots 301 & 302 Sears Rd, Donnelly River	Sign application	Works	$34,400.00	8/06/2019	No - direct consultation with DPLH	21/06/2019	Delegated - CEO
2019/22	Ernest & Wendy Gizzarelli	Ernest & Wendy Gizzarelli	A427	Lot 15 Warren Rd, Nannup	Additional use - fuel depot	Works & use	$8,000.00	10/05/2019	Yes - 6 weeks	2/07/2019	Delegated - CEO
2019/27	Wayne & Rhonda Williams	Wayne & Rhonda Williams	A1434	Lot 29 (29) Griffiths Rd, Nannup	Oversize outbuilding with a reduced boundary setback	Works	$3,000.00	18/06/2019	Yes - 2 weeks	05/07/209	Delegated - CEO
2019/24	Shire of Nannup	Nannup Arts Council	RES3708A	Lot 31 Forrest St, Nannup	Sign application	Works	$150.00	30/05/2019	Yes - 2 weeks	24/07/2019	Delegated - CEO
2019/28	Malcolm & Lucia Cole	WA Country Builders	A522	Lot 11195 (6913) Vasse Hwy, Carlotta	Caretaker's dwelling	Works & Use	$215,268.00	25/06/2019	Yes - 2 weeks	24/07/2019	Delegated - CEO

Attachment 12.2.1



Attachment 12.2.2

Phil & Tricia Hewitt
48 Nursery Road, East Nannup
P.O. Box 359, Nannup
W.A., 6275
15-January-2019

Shire of Nannup
Adam Street
P.O. Box 11, Nannup, 6275

Attention: Ms Jane Buckland, Development Services Officer

Dear Jane.

Further to your discussion with Tricia, please find attached the completed Notification/Registration Form, which once approved, will enable us to offer a Bed and Breakfast (B&B) establishment, at the above address.

We will be offering 2 rooms, each with en-suite and separate entrance.

Kindly note that with our breakfast, we intend to offer to our guests home made produce such as jams, preserves, pickles and marinades, together with our excess seasonal fruit and vegetables. We would like to take the opportunity to also offer them for sale at our Keladry Farm outlet (see below) and via a local market stall some time in the future.

We would also eventually like to be able to offer such things as Devonshire teas using home made jams etc, to our visitors, together with picnic hampers and barbeque packs. Tricia is in the process of acquiring a food handling certification.

In the not-too-distant future, we would also like to establish a cottage industry here on the property, with a nursery and craft area. We will, at the appropriate time, apply for permission to erect an office/display, constructed from a shipping container placed near the existing barn, with a shelter for the nursery plants.

We propose to sell seedlings, potted plants, hanging baskets, craft works and garden ornaments. Tricia is a glass artist (fusing and slumping).

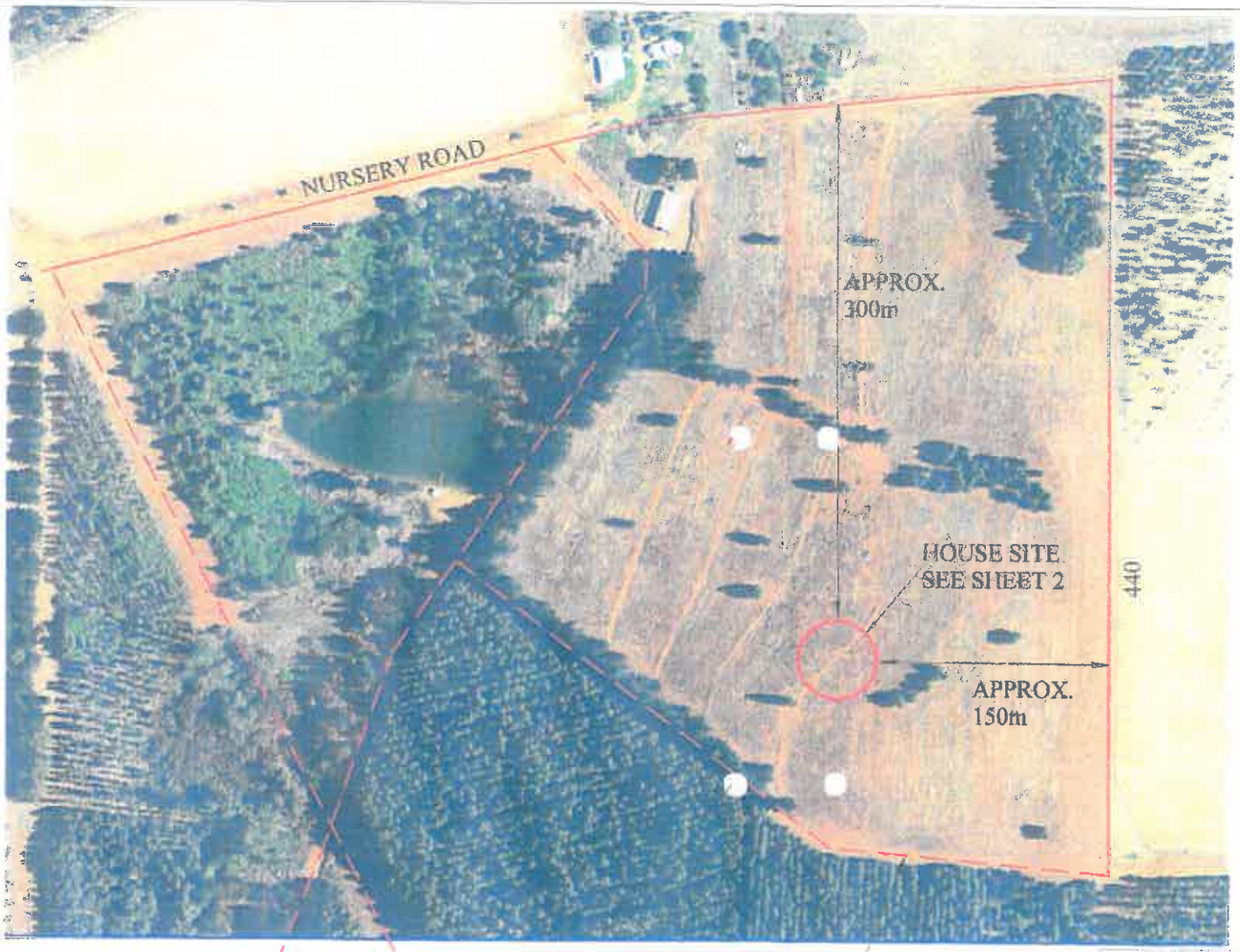
Incidentally, how do we proceed with getting the "tourist spot" highway signage, pointing to our B&B?

I hope this clarifies our intentions. If there is anything more you require from us, please don't hesitate to call either Tricia or myself.

Thanking you for your assistance in this matter.

Regards

Phil Hewitt - 0451 995 827
Tricia - 0432 913 964.

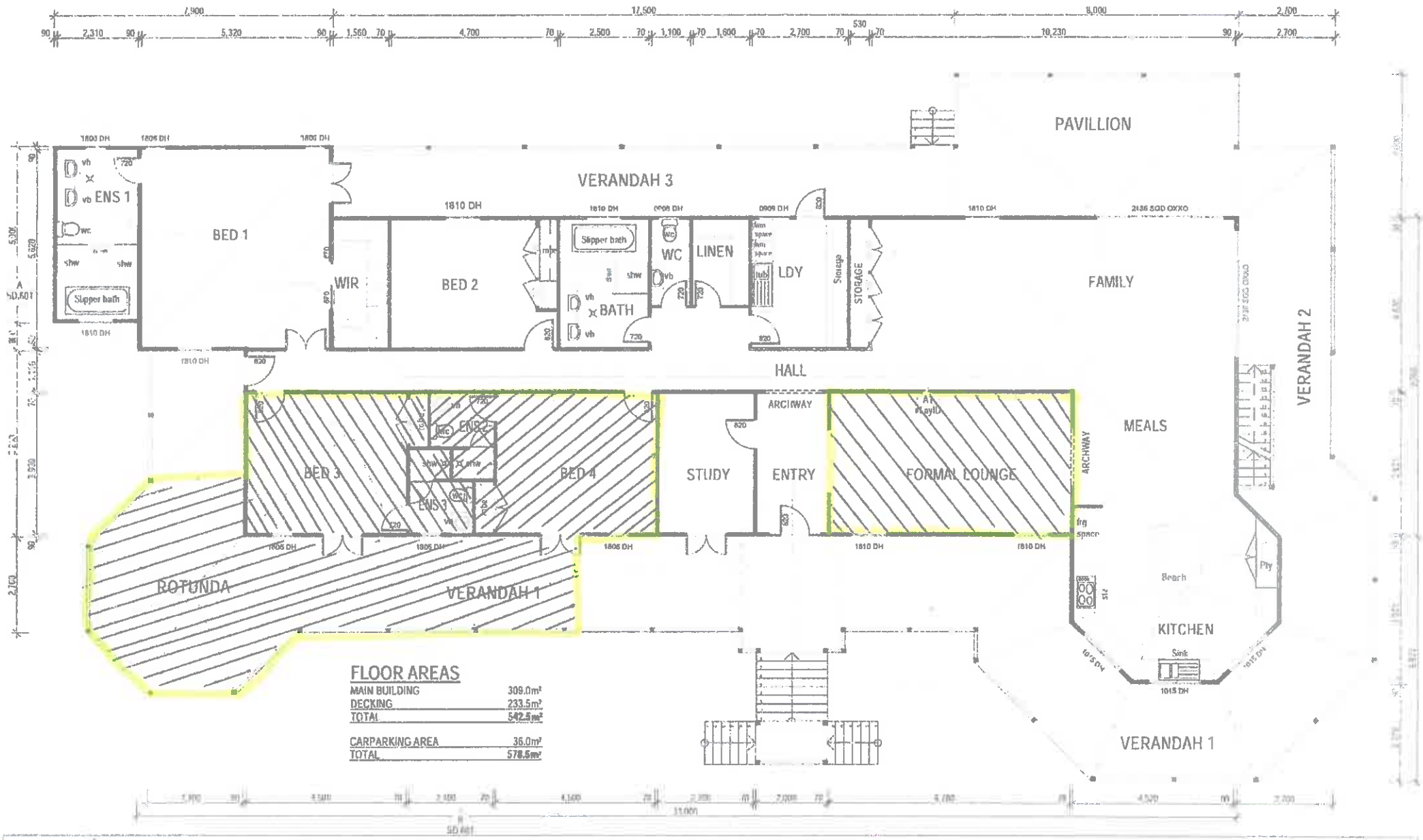


Wayne G Jolley
Registered Building Surveyor
Regn. No 222 - (L2)
14 SEP 2015
Sig.

R. A. S. Machin
Licensed Surveyor

P O Box 276
BRIDGETOWN WA 6255
Phone (08) 9761 2500
email. machinbt@bigpond.net.au

TITLE			
Mr & Mrs Hewitt LOT 2008, NURNERY ROAD Nannup			
SIZE A3	JOB NO 3201	DWG NO PLAN	REV A
SCALE as shown	DATE 22/06/2015	SHEET 1 of 2	



FLOOR AREAS

MAIN BUILDING	309.0m²
DECKING	233.5m²
TOTAL	542.5m²
CARPARKING AREA	36.0m²
TOTAL	578.5m²

SHADED AREAS AVAILABLE FOR GUESTS

Garth Chapman QUEENSLANDERS
CONTEMPORARY · TRADITIONAL
SANDSTONE · COLONIAL · POWER

REVISIONS
DESCRIPTION
A Sketch A feed back
B Sketch Adjustment

DATE
12/6/11.
06/03/14.

Verify all dimensions on site prior to commencement of any work. These drawings are not to be used for scaling. Copyright for these drawings & drawings remain the property of the authors

BUILDER:

Project
PROPOSED NEW DWELLING
Location
LOT 2008 Ilmenite Road,
East Nannup.
Client
P. HEWITT
ISSUE DATE

Drawing title
GROUND FLOOR PLAN
Scale
Date
July 2014
Drawn By
SCC
Job No
QC 111
Drawing No
SD.201
Issue No
B

SHIRE OF NANNUP
RECEIVED
Ref: A12444 No: 2019/221
20 JUN 2019
Officer: planner

Phil & Tricia Hewitt
Keladry Farm
48 Nursery Road, East Nannup, 6275
P.O. Box 359, Nannup, 6275
20 June 2019.

Jane Buckland
Development Services Officer
Shire of Nannup
Adam Street, Nannup.

Dear Jane.

Ref: our recent correspondence regarding our application to start a Bed and Breakfast facility at the above address and the requirement for a Bushfire Management Plan as part of the approval process.

Thank you for your response to my letter regarding the reassessment of the DFES zoning of Bushfire Prone Areas on our property at the above address.

Of course, I am supportive of the requirement for a BMP, but believe the level of assessment can be reduced (to Level 2) due to measures already (and proposed) to be undertaken, notwithstanding the issue of rezoning.

In mitigating our exposure to and risk from, a bushfire on our property, since we purchased it in 2009, we have done the following:

- rezoned the property to rural pursuits from the 20-chalet zoning approval given to the previous owner. This reduces significantly the number of potential visitors/guests on site at any one time and therefore, the associated personal risk
- cleared and returned to pasture, approximately 30 acres, upon which our house, barn and other infrastructure sits
- renewed the fire breaks that adjoin my neighbours (north and east) and Nursery Road
- have retained 10% of water in the rain water tanks for fire fighting purposes (nearly 20,000 litres) and added camlock fittings for fire hose fittings. Another water tank of 22,500 litres is also available.
- added "no trespassing" signs at the entrances/exits that have significantly reduced the vehicular traffic transiting our property via Nursery Road
- assembled a trailer-based 1,000 litre fire fighting unit with 6.5HP pump and hose
- planted (and will continue to plant) fire retardant trees around the property boundaries
- had rebuilt and increased height of the dam wall, so that the Nursery Road dam can now capture even more water (estimated at 25m litres). This water can be drawn during a bushfire emergency.

Please note that we have reduced the onsite fuel under our BAL19 rating below those limits recommended, within both the Building Protection Zone (BPZ) and Hazard Separation Zone (HSZ).

In addition, once we have established our B&B, we will:

- very clearly document the routes of escape from Keladry Farm; be it Brockman Highway (east and west); Ilmenite Road (east) or Uranium Road (south) in our Emergency

Evacuation Plan (BEEP); part of our guest literature.

- In the event of a bushfire in the vicinity of East Nannup, inform guests that DFES has issued a bushfire warning "Advice", so that they may make an informed decision on preparing to depart.
- immediately direct any guest/customer to the safest escape route in the event of a Watch and Act issued by DFES. Depending on direction chosen the route may be guided to avoid guests getting lost.
- There will be no guests or members of the family remaining on the property if an Emergency is issued by DFES, other than those who chose to stay and actively defend,

I have requested a quotation from a BMP practitioner who is applying for his Level 2 accreditation. I confirm that I will seek to work with him to already establish the requirements for a BMP and get him to endorse this once he has achieved Level 2.

Again, many thanks and great appreciation for your assistance in helping us get our B&B started.

Yours sincerely.

Phil and Tricia Hewitt

Attachment 12.2.3

SHIRE OF NANNUP
RECEIVED
Ref: A1244 No: 249
- 9 JUL 2019
Officer: Jane.

8/7/2019

Shire of Nannup
P.O.Box 11
Nannup W.A. 6275.

To Jane Buckland,
You're Ref: A1244

Subject:
Regards the Development Application- Lot 2008 (48) Nursery Rd East Nannup
Proposed Bed and Breakfast.

In response to your letter 26 /6/2019 we wish to advise that we have no objections to the Hewitt application for Bed and Breakfast and future ventures on their property wishing them every success.

Yours truly,
Dave Siroen.

Director Norton Hydraulics Pty Ltd
P.O.Box 355
Nannup W.A. 6275

Jane Buckland

From: Rachael Wedd <rachael@abrus.com.au>
Sent: Thursday, 11 July 2019 3:56 PM
To: ShireofNannup
Subject: Development Application Lot 2008 (48) Nursery Road

Attn: Jane Buckland

Dear Jane.
Please accept this email from both Stephen and myself as supporting of the proposed DA from Phil and Patricia Hewitt (your ref: A1244).
We have no objection to the proposed DA.

Rachael Wedd

Director
Abrus Consulting Pty Ltd
Mob: 0429137757
PO Box 186 Nannup WA 6275

www.abrus.com.au

SHIRE OF NANNUP
RECEIVED
Ref: A1244 No 239
2 JUL 2019
Officer: Jane

Steve Ucich
PO Box 36
Nannup WA 6273

Dear Jane

Thank you for your letter dated 26/6/19 regarding proposed Bed + Breakfast at 48 Nursery Road, and to the Nursery proposed in Phil and Tricia Hewitts letter.

I have no objections to the B+B or to the Nursery.

My only concerns are the increased traffic and the maintenance of the dirt road.

In the past this has been my responsibility. Previously I have requested the shire to grade the road. On occasions this was declined and I had to arrange for the road to be graded myself.

Should the B+B and Nursery go ahead, I ask that the road be bitumened. I am willing to contribute a portion of these costs as it benefits all.

Yours Sincerely S. Ucich.

Policy Number:	LPP 004
Policy Type:	Local Planning Policy
Policy Name:	**Bed & Breakfast**
Policy Owner:	Chief Executive Officer

Authority: Shire of Nannup Local Planning Scheme No.3

OBJECTIVE

This policy aims to facilitate the provision of high standards of Short Stay/Home Style accommodation in various locations to encourage tourism whilst maintaining the amenity of those locations for permanent residents.

DEFINITION

The *Shire of Nannup Local Planning Scheme No. 3* (LPS No. 3) defines Bed and Breakfast accommodation as follows:

> "Bed and Breakfast accommodation means a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short-term basis and includes the provision of meals."

Note:
Where a premise accommodates more than six (6) persons exclusive of the family of the keeper, it shall be defined as a "lodging house" and is required to comply with the provisions of LPS No. 3, Health (Miscellaneous Provisions) Act 1911 and the Shire of Nannup Health Local Laws 2003.

POLICY

The establishment of Bed and Breakfast accommodation within the Shire of Nannup is to note the following:

Locations/Zones

A Bed & Breakfast may only be established in areas designated within the Zoning Table that forms part of LPS No.3, which requires approval by the local government as a "D" use. A Bed & Breakfast use is not permitted in the Industry Zone or where specifically excluded in a structure plan.

Appearance of Dwelling

The use of Bed & Breakfast accommodation shall be incidental to the predominant use and nature of the dwelling. The appearance of the dwelling shall remain residential and shall not impact adversely on surrounding properties.

Minimum Standards /conditions for Bed & Breakfast Accommodation:

Maximum rooms
Maximum 3 guest bedrooms for guest purposes (maximum 6 adults), with a separate bedroom for the owner/manager.

Water
Adequate water supply is to be provided for ablutions, cooking and drinking that meets the Australia Drinking Water Guidelines. Additionally, adequate water for fire-fighting purposes is to be provided.

General Issues and Requirements
In determining the suitability of a Bed and Breakfast proposal, the local government shall take into consideration the following issues and requirements:

1. Potential impact on the adjoining properties and surrounding residential area.
2. Appropriateness of accessibility by vehicle or as required by walking and cycling.
3. Car parking to be provided on site is one (1) car bay for every two guest rooms and two (2) spaces for the dwelling itself. Where an uneven number of guest rooms exist, the number of car bays provided for guest rooms is to be rounded up to the nearest whole number.
4. The provision of adequate emergency management response.

Approval Conditions
The following conditions (not limited) will apply to all Bed and Breakfast Accommodation applications on approval:

1. An approval shall not be transferred or assigned to any other property.
2. Bed and Breakfast Accommodation shall not be used as a lodging house or for permanent accommodation.
3. A sign, subject to the provisions of the local government's Sign Policy, may be erected on-site subject to the approval being granted by the local government.
4. Smoke alarms to be installed in accordance with the Building Code of Australia.
5. Car parking is to be provided on-site.
6. No facility for cooking or laundry facilities will be permitted within the rooms.

Change of Ownership
Local government planning approval will not be forfeited in the event of change of ownership of the premises. However notification to the local

government of the intentions of any new owners of these establishments is required to enable the local government's records to be updated.

Related Policies	LPP 020 Developer and Subdivider Contributions LPP 021 Bush Fire Management
Related Procedures/ Documents	
Delegation Level	CEO, Building Surveyor, Development Services Officer
Adopted:	OM 22 April 2010.
Reviewed:	OM 25 January 2018

Attachment 12.3.1

Shire of Nannup Cultural Plan

May 2019

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

Contents:

Introduction

Executive Summary
- Key Recommendations

Background

Methodology
- Community Consultation
- Challenges

The Cultural Plan
- Places
- Spaces
- Community

Conclusion

References

Disclaimer:

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

Economic & Community Development Officer
Louise Stokes

Introduction:

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

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

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

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

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

Thank you to all community members from across a wide section of our Shire for their valued input through their thoughts and aspirations, all of which are necessary to make this a workable document. The people involved were from a wide cross section of our community encompassing both our younger generation and senior members of our community.
Comment and new activities are welcome at any stage, these are retained on file and considered when the plan is reviewed.

Executive Summary:

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

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

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

Vision.

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

Mission Statement

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

Key Strategic Objectives

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

Key Recommendations completed 2010-2015.

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

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

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

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

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

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

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

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

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

RECOMMENDATION 10: Undertake a time capsule project of Nannup.

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

Key Recommendations from Consultation 2019

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

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

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

RECOMMENDATION 4: Document the Indigenous history of the region.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

RECOMMENDATION 29: Complete the Significant Tree project.

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

Environmental Scan:

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

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

History

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

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

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

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

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

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

Aborigines helped the first European settlers as they explored along the Blackwood River in 1834 to source fresh water and food. A small party headed by Thomas Turner set out from Augusta to trace the Blackwood

River upstream to its source. Nannup is reportedly named after one of the Aboriginal guides on his expedition and means *"place to stop and rest".*

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

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

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

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

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

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

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

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

Methodology:

Community Consultation:

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

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

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

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

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

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

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

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

Cultural Assets:

-Historical Mill settlement areas (Ellis Creek, Willow Springs, Carlotta, Barrabup, Sussex, Bidelia, Wheatley)

-Historic railways linking mill sites to settlements and landings

-Blackwood River

-Early settlement transport (horses, timber haulage)

-Garden area between Melo Velo and Old Roads Board Building

- Clean air, healthy water, healthy foods, natural environment

-Heritage and old buildings

-Brockman St arboretum

-Hills around the Blackwood Valley region

-Nannup War Memorial

-Bowling Green in its current location

-Jacaranda trees down the main street

-Road bridges over the Blackwood River

-Country charm and elegance

-The view down Warren Rd

-Town Hall building

-The mystique of the Nannup Tiger

-Being able to see the stars at night time

-Black Point and White Point

-Donnelly River

-Heritage stock route from Nannup to coast

-Rural and coastal landscapes

-Ellis Creek

-Lake Jasper

-Barrabup Pool

-Donnelly River squatter shacks

-Old mill vault near Barrabup Pool

-Art and Garden culture

-Members of the community

-The peace, quiet and calming environment

-Our location in the South West

-Main street weather board buildings

-Mill town buildings

-Old Road Board buildings and photos

-Local bushland

-The community feeling with a small population

-Personalised services

-Nannup Amphitheatre

-Flood Tree

-Cultural knowledge and local skills

-Flora and fauna, orchids, birds, wildflowers

-Fire towers around the region

-Chimney stack on Vasse Hwy

-Dog & Tea roses on Grange Rd

- No graffiti around town

- Sitting in the cafes

-Mill precinct

-Bibbulmun Track

-Local characters in town

-Weekend markets

-Traditions including shops closing on weekends

-Volunteers

-Timberline Trail out to Barrabup

-Quigup townsite

-Cemetery

-Library

-History and heritage

-Churches in town

-Community activities

- "Hippy era"

-Indigenous culture

-Totem project at Foreshore Park

-The "feel" of Nannup, coming home

-Local events "Woodaburrup Cup"

-Relationships within the community

-Carlotta history and group settlement

-Indigenous sites on Dunnet's property

-Village Green and ANZAC memorial

-Quaint village feel

- Asplin Arboretum

-Garden Village Theme

-Tank 7

-New Years Day Cricket game

-Summer crossing 'open picnic'

- Old Railway bridges

- Nannup Music Festival

- Bush around town

- Friendly nature of the people

- Peace and quiet

- Old School site (Gussie's Mill)

Challenges

- Local, Regional and State Planning Policy that doesn't recognise the heritage values of local areas

- Planning controls that restrict land use so that people can't engage in activities consistent with heritage values (trail development restricted to cyclists and walkers

- New residents demanding changes often not wanted or desired by the rest of the community who may not be as vocal

-Salt in the Blackwood River

- Cultural buildings and public artworks on Council's Disposable Assets list

- Increased water restrictions, lower rain fall, shortage of fresh water and increased heat in summer

- Absentee landowners

- Half-finished subdivisions

-Lack of finances to complete projects

-Blackberry and weed invasion

-Attracting young families to town

-Closure of Nannup Timber Mill

-Volunteer burnout

-Legislation that impacts on events and festivals

-Number of tourists to town and impact on natural environment sites

-Lack of finances to maintain and protect cultural sites

-Encroachment by development on cultural sites

The Cultural Plan

Spaces:

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

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

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

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

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

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

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

RECOMMENDATION 4: Document the Indigenous history of the region.

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

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

RECOMMENDATION 7: Create murals on the Eziway and Bottleshop walls.

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

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

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

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

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

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

The Nannup Film Society has installed cinema equipment into the Town Hall, presenting fortnightly films through a community cinema model.

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

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

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

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

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

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

Places

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

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

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

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

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

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

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

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

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

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

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

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

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

Community

Nannup is a vibrant community and many people live here because of the environment, caring nature and friendliness of the people. The town relies heavily on volunteers for many of the day to day activities, service delivery and events.
Many artists reside in the community and participate in cultural activities. Public artworks have been donated or created by artists as part of projects and events including the town entry statement, Nannup Tiger, cycle art bike racks, public seating and the totems.

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

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

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

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

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

RECOMMENDATION 21: Continue to collect the oral histories of senior residents and identities of our town.

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

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

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

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

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

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

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

RECOMMENDATION 29: Complete the Significant Tree project.

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

Conclusion

Where to from here?

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

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

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

References:

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Talbot L(2003) *Nannup, A Place to Stop and Rest;* Hesperian Press, Victoria Park, Perth

15 – 18th August 2019
10 Warren Rd Nannup WA 6275
www.nannupgardens.org.au

Nicole Botica ECDO
Nannup Shire
PO Box 11
Nannup WA 6275

24th July 2019

Dear Nicole

The Nannup Garden Village Inc (NGV) would like to thank you for the opportunity to comment on the proposed Cultural Plan 2019.
We are very pleased that the Shire is keen to continue the objectives as laid out, especially the continuation of the Garden Village Theme.

We agree with all the recommendations but of particular importance to us are the following.

- 9 the continued upgrading of event venues. We note that additional event parking is due for completion in 1 year. We hope this proceeds as a high priority.
- 11 & 12 formalisation of a name for the two areas mentioned.
- 15 We agree very much with this and would like to recommend that Community House is included.
- 29 this has been an ongoing project and we would like to see it completed.

We feel that the Flower and Garden Festival, celebrating its 23rd Festival this year is also added to the Cultural asset list.

The Dog and Tea roses are included as a Cultural Asset, these were cut down quite markedly, we would like to recommend that these are allowed to grow back into the trees and make the statement they once did.
There is also a very significant old rose (it is listed in many Heritage Rose Books) on the entrance to town on the right hand side before the bridge, as you come from Busselton; we like to recommend that this is saved, as one has already been lost due to verge spraying.
This area, apart from the white entry statement gates, is also not particular inviting as an entrance to Town and we would like to recommend that it is cleaned up and planted, possibly with some deciduous trees.

With reference to the Cultural improvements recommended completion times could we recommend that the Town hall entrance is completed in one year. As a winter event we always have problems with the doors swelling and impossible to close.

Kind regards

M. Longmore.

Maggie Longmore
Chair Nannup Garden Village Committee
Organisers of the Nannup Flower and Garden Festival
mlongmore@westnet.com.au

Attachment 12.5.1

Shire of Nannup
rest • connect • grow

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 June 2019

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF NANNUP

Information Summary

For the Period Ended 30 June 2019

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 2019 of $1,673,776.

Items of Significance

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

Capital Expenditue

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	204%	-$ 899,798	-$ 1,625,349	-$ 1,832,597
Non-operating Grants, Subsidies and Contributions	92%	-$ 960,000	-$ 960,000	-$ 887,499
	146%	-$ 1,859,798	-$ 2,585,349	-$ 2,720,097
Rates Levied	100%	$ 1,705,445	$ 1,705,445	$ 1,704,777

% Compares current ytd actuals to annual budget

Financial Position		Prior Year 30 June 2018	Current Year 30 June 2019	Note
Adjusted Net Current Assets	56%	$ 1,453,632	$ 812,072	3
Cash and Equivalent - Unrestricted		$ 2,534,384	$ 2,622,802	3 & 4
Receivables - Rates	122%	$ 147,487	$ 180,061	3 & 6
Receivables - Other	341%	$ 171,679	$ 585,195	3 & 6
Payables	17%	$ 402,731	$ 70,254	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

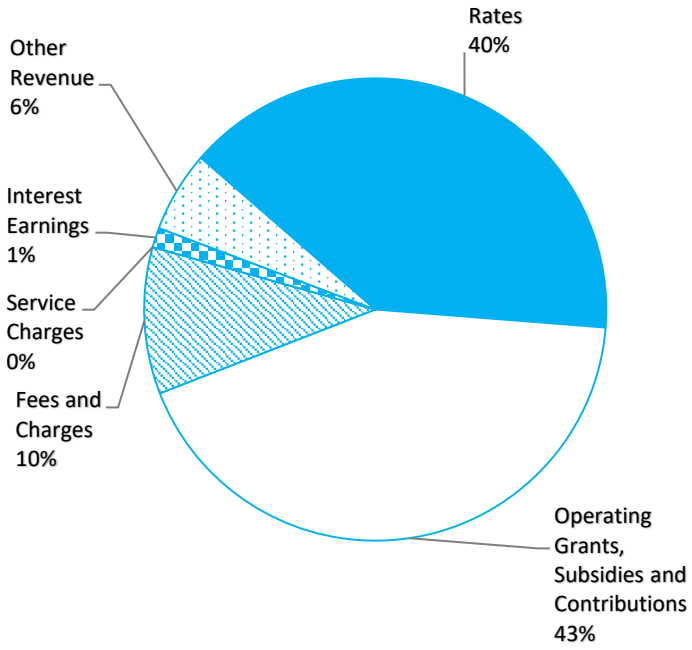
Prepared by: Robin Lorkiewicz

Reviewed by: Tracie Bishop

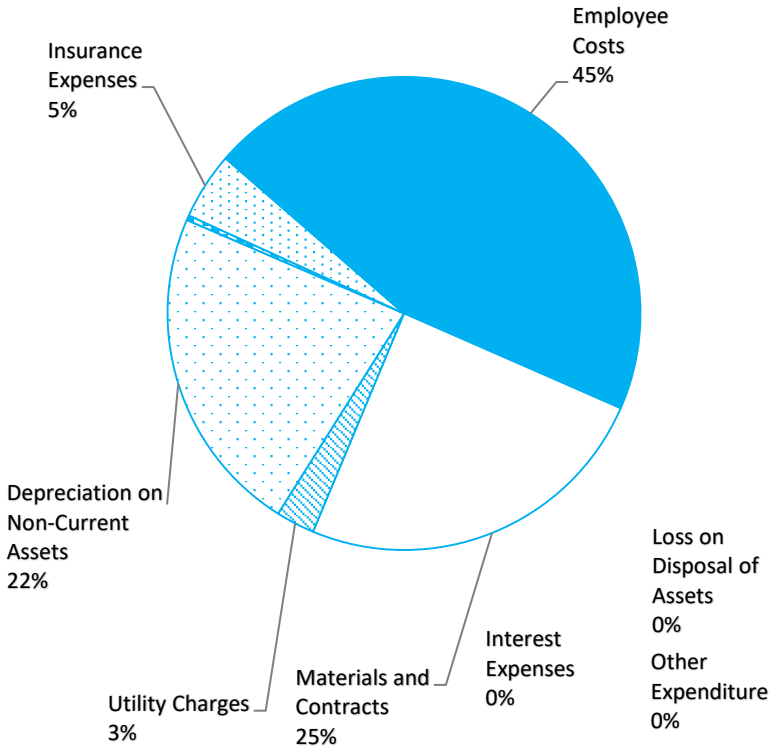
Date prepared: 15/08/2019

SHIRE OF NANNUP
Information Summary
For the Period Ended 30 June 2019

Operating Revenue



Operating Expenditure



SHIRE OF NANNUP
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2019

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$	$	$	$	%	
Opening Funding Surplus(Deficit)		1,454,343	1,454,343	**1,453,632**	(711)	(0%)	
Revenue from operating activities							
Governance		0	0	**0**	0		
General Purpose Funding - Rates	9	1,705,445	*1,705,445*	**1,704,777**	820,005	116%	
General Purpose Funding - Other		703,964	703,964	**1,523,969**	(29,650)	(12%)	
Law, Order and Public Safety		248,790	248,790	**219,140**	(29,650)	(12%)	
Health		12,975	12,975	**21,559**	8,584	66%	
Education and Welfare		29,819	29,819	**227,940**	198,122	664%	
Housing		16,000	16,000	**16,000**	0	0%	
Community Amenities		276,868	276,868	**298,211**	21,343	8%	
Recreation and Culture		19,936	19,936	**18,426**	(1,510)	(8%)	
Transport		62,284	62,284	**109,473**	47,189	76%	
Economic Services		24,730	24,730	**70,528**	45,798	185%	
Other Property and Services		110,000	110,000	**67,108**	(42,892)	(39%)	
		3,210,810	**3,210,810**	**4,277,130**			
Expenditure from operating activities							
Governance		(967,323)	(967,323)	**(810,805)**	156,518	16%	
General Purpose Funding		(101,941)	(101,941)	**(55,468)**	46,473	46%	
Law, Order and Public Safety		(881,283)	(881,283)	**(652,020)**	229,263	26%	
Health		(54,951)	(54,951)	**(50,101)**	4,849	9%	
Education and Welfare		(135,746)	(135,746)	**(118,632)**	17,114	13%	
Housing		(30,410)	(30,410)	**(26,687)**	3,723	12%	
Community Amenities		(385,478)	(385,478)	**(292,111)**	93,368	24%	
Recreation and Culture		(262,088)	(262,088)	**(219,861)**	42,227	16%	
Transport		(1,508,135)	(1,508,135)	**(972,940)**	535,194	35%	
Economic Services		(165,345)	(165,345)	**(160,188)**	5,157	3%	
Other Property and Services		(862,303)	(862,303)	**(869,738)**	(7,435)	(1%)	
		(5,355,002)	**(5,355,002)**	**(4,228,550)**			
Financing Costs							
Community Amenities		(9,868)	(9,868)	**(3,151)**	6,717	(68%)	
		(9,868)	**(9,868)**	**(3,151)**			
Operating activities excluded from budget							
Add back Depreciation		821,280	821,280	**841,439**	20,159	2%	
Adjust (Profit)/Loss on Asset Disposal	8	118,126	118,126	**(24,210)**	(142,336)	(120%)	▼
Adjust Provisions and Accruals		0	0	**(25,362)**	(25,362)		
Amount attributable to operating activities		**(1,214,654)**	**(1,214,654)**	**837,297**			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	960,000	960,000	**887,499** 0	(72,501)	(8%)	
Proceeds from Disposal of Assets	8	131,818	131,818	**71,364**	(60,454)	(46%)	▼
Land Held for Resale		0	0	**0**	0		
Land and Buildings	13	(150,000)	(150,000)	**(160,537)**	(10,537)	(7%)	
Infrastructure Assets - Roads	13	(535,036)	(535,036)	**(575,935)**	(40,899)	(8%)	
Infrastructure Assets - Public Facilities	13	0	0	**0**	0		
Infrastructure Assets - Footpaths	13	0	0	**0**	0		
Infrastructure Assets - Drainage	13	0	0	**0**	0		
Plant and Equipment	13	(228,000)	(228,000)	**(234,439)**	(6,439)	(3%)	
Furniture and Equipment	13	(18,000)	(18,000)	**0**	18,000	100%	▲
Amount attributable to investing activities		**160,782**	**160,782**	**(12,048)**			
Financing Actvities							
Proceeds from New Debentures		(350,000)	(350,000)	**(350,000)**	0	0%	
Proceeds from Advances		350,000	350,000	**350,000**	0	0%	
Self-Supporting Loan Principal		43,386	43,386	**42,808**	(578)	(1%)	
Transfer from Reserves	7	293,500	293,500	**237,800**	(55,700)	(19%)	▼
Repayment of Debentures	10	(43,386)	(43,386)	**(42,808)**	578	1%	
Transfer to Reserves	7	(687,000)	(687,000)	**(842,905)**	(155,905)	(23%)	▼
Amount attributable to financing activities		**(393,500)**	**(393,500)**	**(605,105)**			
Closing Funding Surplus(Deficit)	3	**6,971**	**6,971**	**1,673,776**			

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 2019

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$	$	$	$	%	
Opening Funding Surplus (Deficit)		1,454,343	1,454,343	**1,453,632**	(711)	(0%)	
Revenue from operating activities							
Rates	9	1,705,445	*1,705,445*	**1,704,777**	(668)	(0%)	
Operating Grants, Subsidies and Contributions	11	918,938	918,938	**1,832,597**	913,659	99%	▲
Fees and Charges		421,404	421,404	**438,749**	17,345	4%	
Service Charges		0	0	**0**	0		
Interest Earnings		43,868	43,868	**59,050**	15,182	35%	
Other Revenue		121,156	121,156	**241,958**	120,802	100%	▲
		3,210,810	**3,210,810**	**4,277,130**			
Expenditure from operating activities							
Employee Costs		(1,920,166)	(1,920,166)	**(1,687,582)**	232,584	12%	▲
Materials		(1,829,407)	(1,829,407)	**(923,809)**	905,597	50%	▲
Contracts		(390,000)	(390,000)	**(471,886)**	(81,886)	(21%)	▼
Utility Charges		(92,249)	(92,249)	**(98,804)**	(6,555)	(7%)	
Depreciation on Non-Current Assets		(821,280)	(821,280)	**(841,439)**	(20,159)	(2%)	
Interest Expenses		(9,868)	(9,868)	**(12,540)**	(2,673)	(27%)	
Insurance Expenses		(182,575)	(182,575)	**(171,429)**	11,146	6%	
Other Expenditure		(1,200)	(1,200)	**0**	1,200	100%	▲
(Profit)/Loss on Sale of Assets		(118,126)	(118,126)	**(24,210)**	93,916	80%	
		(5,364,870)	**(5,364,870)**	**(4,231,700)**			
Operating activities excluded from budget							
Add back Depreciation		821,280	821,280	**841,439**	20,159	2%	
Adjust (Profit)/Loss on Asset Disposal	8	118,126	118,126	**(24,210)**	(142,336)	(120%)	▼
Adjust Provisions and Accruals		0	0	**(25,362)**	(25,362)		
Amount attributable to operating activities		**(1,214,654)**	**(1,214,654)**	**837,297**			
Investing activities							
Non-Operating Grants, Subsidies and Contributions	11	960,000	960,000	**887,499**	(72,501)	(8%)	
Proceeds from Disposal of Assets	8	131,818	131,818	**71,364**	(60,454)	(46%)	▼
Land Held for Resale		0	0	**0**	0		
Land and Buildings	13	(150,000)	(150,000)	**(160,537)**	(10,537)	(7%)	
Infrastructure Assets - Roads	13	(535,036)	(535,036)	**(575,935)**	(40,899)	(8%)	
Infrastructure Assets - Public Facilities	13	0	0	**0**	0		
Infrastructure Assets - Footpaths	13	0	0	**0**	0		
Infrastructure Assets - Drainage	13	0	0	**0**	0		
Plant and Equipment	13	(228,000)	(228,000)	**(234,439)**	(6,439)	(3%)	
Furniture and Equipment	13	(18,000)	(18,000)	**0**	18,000	100%	▲
Amount attributable to investing activities		**160,782**	**160,782**	**(12,048)**			
Financing Activities							
Proceeds from New Debentures		(350,000)	(350,000)	**(350,000)**	0	0%	
Proceeds from Advances		350,000	350,000	**350,000**	0	0%	
Self-Supporting Loan Principal		43,386	43,386	**42,808**	(578)	(1%)	
Transfer from Reserves	7	293,500	293,500	**237,800**	(55,700)	(19%)	▼
Repayment of Debentures	10	(43,386)	(43,386)	**(42,808)**	578	1%	
Transfer to Reserves	7	(687,000)	(687,000)	**(842,905)**	(155,905)	(23%)	▼
Amount attributable to financing activities		**(393,500)**	**(393,500)**	**(605,105)**			
Closing Funding Surplus (Deficit)	3	**6,971**	**6,971**	**1,673,776**	**1,666,804**	23910%	▲

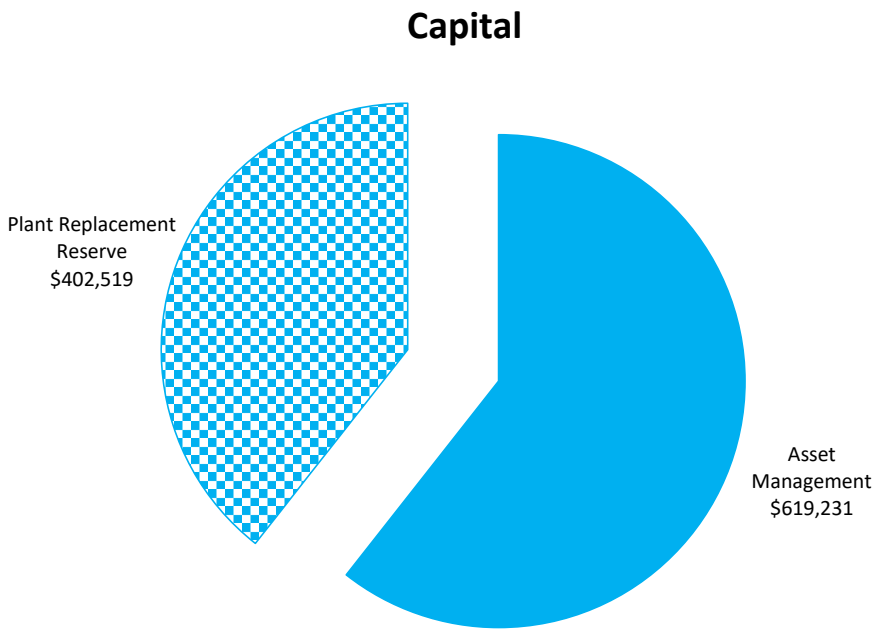
Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF NANNUP
STATEMENT OF CAPITAL ACQUSITIONS AND CAPITAL FUNDING
For the Period Ended 30 June 2019

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	(160,537)	0	0	(150,000)	**(160,537)**	(160,537)
Infrastructure Assets - Roads	13	(575,935)	0	(535,036)	(535,036)	**(575,935)**	(40,899)
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
Proceeds from Advances		0	0	350,000	350,000	**350,000**	0
Plant and Equipment	13	(234,439)	0	(228,000)	(228,000)	**(234,439)**	(6,439)
Furniture and Equipment	13	0	0	0	(18,000)	**0**	0
Capital Expenditure Totals		(970,911)	0	(413,036)	(581,036)	**(620,911)**	(207,875)
Capital acquisitions funded by:							
Capital Grants and Contributions				**(174,140)**	**(145,000)**	**(315,453)**	
Borrowings				**(350,000)**	**(350,000)**	**(350,000)**	
Other (Disposals & C/Fwd)				**131,818**	**131,818**	**71,364**	
Council contribution - Cash Backed Reserves							
Asset Management		**(100,000)**	**85,000**	$619,231	(100,000)	(15,000)	**(634,231)**
Plant Replacement Reserve		**(126,800)**	**120,000**	$402,519	(138,000)	(6,800)	**(409,319)**
Council contribution - operations				**(1,042,465)**	**20,146**	**(5,022)**	
Capital Funding Total				**(413,036)**	**(581,036)**	**(620,911)**	



SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 1: Significant Accounting Policies

(a) Basis of Accounting

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

Critical Accounting Estimates

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

(b) The Local Government Reporting Entity

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

(f) Cash and Cash Equivalents

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

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for

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

(h) Inventories

General

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

Land Held for Resale

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

(i) Fixed Assets

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

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial

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

Borrowing Costs

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

(n) Provisions

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

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Program Classifications (Function/Activity)

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

GOVERNANCE
Objective:
To provide a decision making process for the efficient allocation of scarce resources.
Activities:
Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and
GENERAL PURPOSE FUNDING
Objective:
To collect revenue to allow for the provision of services.
Activities:
Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY
Objective:
To provide services to help ensure a safer community.
Activities:
Supervision of various by-laws, fire prevention, emergency services and animal control.
HEALTH
Objective:
To provide an operational framework for good community health.
Activities:
Food quality, building sanitation and sewage.
EDUCATION AND WELFARE
Objective:
To provide services to disadvantaged persons, the elderly, children and youth.
Activities:
Operation of pre-school, provision of youth support.
HOUSING
Objective:
Help ensure adequate housing.
Activities:
Maintenance of staff and rental housing.
COMMUNITY AMENITIES
Objective:
To provide services required by the community.
Activities:
Rubbish collection services, operation of tip, noise control, administration of the town planning scheme, maintenance of cemetery and maintenance of
RECREATION AND CULTURE
Objective:
To establish and effectively manage infrastructure and resource which will help the social well being of the community.
Activities:
Maintenance of halls, recreation centre and various reserves; operation of library.
TRANSPORT
Objective:
To provide effective and efficient transport services to the community.
Activities:
Construction and maintenance of streets, roads, bridges; cleaning of streets, depot maintenance.
ECONOMIC SERVICES
Objective:
To help promote the shire and its economic wellbeing.
Activities:
Assistance to tourism, area promotion, building control, noxious weeds, vermin control.
OTHER PROPERTY AND SERVICES
Objective:
To accurately allocate plant and labour costs across the various programs of Council.
Activities:
Private works operations, plant repairs and operations costs.

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

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 2018/19 year is $30,000 or 10% whichever is the greater.

Reporting Program	Var. $	Timing/ Permanent	Explanation of Variance
Operating Revenues	$		
GRANTS AND SUBSIDIES - OPERATING	1,500	**Permanent**	Small Library activation grant for Seniors
FEES AND CHARGES	200	**Permanent**	Small increase in fees & charges overall
INTEREST EARNINGS	2,000	**Permanent**	Increase in instalment interest
OTHER REVENUE	90,000	**Permanent**	Sale of Council gravelfor Bushfire Mitigation Project
Operating Expense			
EMPLOYEE COSTS	124,000	**Permanent**	Overall cost of employment remains stable. Variations are the result of Mechanic reducing hours and a Workers Compensation claim. However portion of wages now covered within grant funding resulting in an overall saving from Council revenue which will now be used in other areas.
MATERIAL AND CONTRACTS	-142,650.00	**Permanent**	Large variance as result of Bushfire Mitigation works not included within budget.
	-$18,650.00		
Capital Revenue			
GRANTS, SUBSIDIES AND CONTRIBUTIONS	472,000	**Permanent**	The receival of Bushfire Mitigation funding has resulted in a significant grant increase for 18/19. This has resulted in rate income previously being allocated to wages now being moved to reserve funds
	$472,000.00		
Capital Expenses			
PLANT AND EQUIPMENT	-15,000.00	**Permanent**	Purchase of Grave Shoring system
INFRASTRUCTURE ASSETS - OTHER	-472,000.00	**Permanent**	No Material Variance
	-$487,000.00		
Other Items			
TRANSFER TO RESERVES	-652,000.00	**Permanent**	No Material Variance
RATE REVENUE	10,000	**Permanent**	Interim rating higher than anticipated
OPENING FUNDING SURPLUS (DEFICIT)	588,921	**Permanent**	As per Council Resolution 18187 Acceptance of Shire of Nannup Annual Report 2017/18
	-$53,079.00		

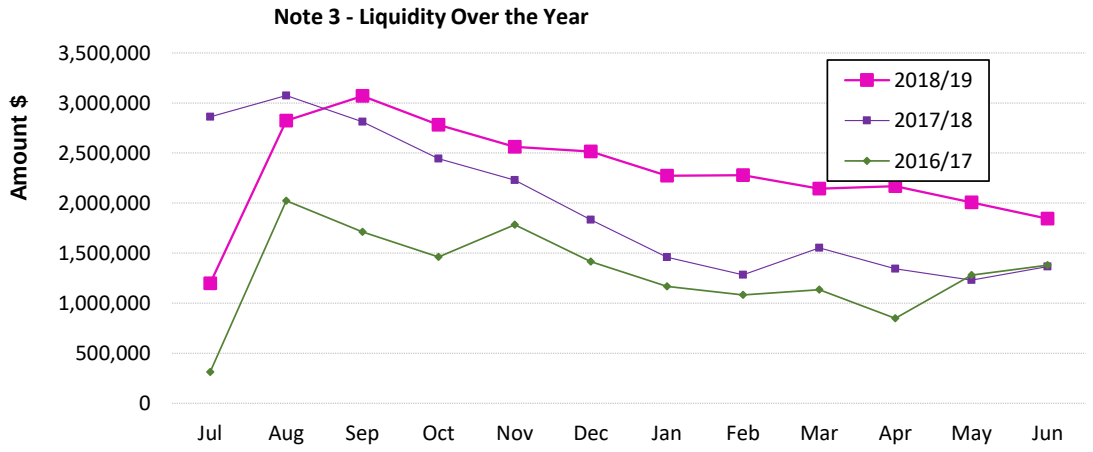
Gross (Deficit) / Surplus Expected		**ORIG EST**
Revenue	$	93,700.00
Expenditure	-$	18,650.00
Capital	-$	15,000.00
Other Items	-$	53,079.00
Projected (Deficit) / Surplus	**$**	**6,971.00**

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Note	Last Years Closing 30 June 2018	This Time Last Year 30 Jun 2018	Current 30 Jun 2019
		$	$	$
Current Assets				
Cash Unrestricted	4	2,534,384	2,534,384	1,519,341
Cash Restricted - Conditions over Grants	11	(725,551)	(725,551)	(940,860)
Cash Restricted	4	2,017,696	2,017,696	2,622,802
Receivables - Rates & Rubbish		147,487	147,487	180,061
Receivables - Other	6	171,679	171,679	585,195
Interest / ATO Receivable/ Trust	6	33,247	33,247	34,765
Inventories		6,240	6,240	6,240
		4,185,182	4,185,182	4,007,545
Less: Current Liabilities				
Payables		(402,731)	(402,731)	(70,254)
Provisions		(364,580)	(364,580)	(389,941)
		(767,311)	(767,311)	(460,195)
Less:				
Cash Reserves	7	(2,017,696)	(2,017,696)	(2,622,802)
Restricted Assets		(19,324)	(19,324)	(77,316)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		10	10	(60,156)
Loans receivable - Clubs/Institutions		(33,844)	(33,844)	(92,605)
		(2,087,104)	(2,087,104)	(2,869,129)
Add:				
Cash Backed Long Service Leave		122,864	122,864	133,852
		122,864	122,864	133,852
		1,453,632	**1,453,632**	**812,072**



Comments - Net Current Funding Position
$72,992 of Trust Funds moved to Restricted Assets, Payables consists of only outstanding Purchase Orders of $70,254.
$940,860 of Carry Forward Grant Funding out of Unrestricted Cash at Bank.

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	$	$	$	$			
(a) **Cash Deposits**							
Municipal Bank Account	1,519,091			1,519,091	CBA	Tiered	At Call
Reserve Bank Account		2,622,802		2,622,802	CBA	Tiered	At Call
Trust Bank Account			0	-	CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
(b) **Term Deposits**							
Municipal				-	-	-	-
Reserves				-	-	-	-
Total	**1,519,341**	**2,622,802**	**0**	**4,142,143**			

Comments/Notes - Investments

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

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		Opening Surplus(Deficit)				865,003
	Surplus Brought Forward amendment				588,921		1,453,924
	Expenditure and Income Net from original Budget					(865,003)	588,921
	Operating Permanent Changes						
	Governance						
103620.02	Painting of internal walls - Administration building		Operating Expenses			(14,000)	574,921
101420.02	Refreshments		Operating Expenses			(3,000)	571,921
101620.02	Grants		Operating Expenses			(1,000)	570,921
103720.02	Computer Maintenance		Operating Expenses			(10,000)	560,921
103550.09	Asset Management Reserve Transfer In	18187	Operating Expenses			(85,000)	475,921
103540.09	Equipment Reserve	18187	Operating Expenses			(20,000)	455,921
103550.09	Infrastructure Reserve		Operating Expenses			(50,000)	405,921
	General Purpose Funding						
100110.21	Rate Income		Operating Revenue		10,000		415,921
102610.25	Instalment Interest		Operating Revenue		2,000		417,921
104920.02	Staff Training		Operating Expenses			(2,000)	415,921
103820.02	Printing and Stationery		Operating Expenses			(6,000)	409,921
104120.02	Postage		Operating Expenses			(2,000)	407,921
	Law & Order						
108020.02	Animal Control expenses		Operating Expenses			(7,000)	400,921
106020.02	Firebreak Inspections		Operating Expenses			(5,000)	395,921
109730.60	Bushfire Mitigation works- employee costs		Operating Expenses			(102,000)	293,921
109730.60	Bushfire Mitigation works		Operating Expenses			(150,000)	143,921
109730.60	Bushfire Mitigation works		Operating Expenses			(220,000)	(76,079)
108430.23	Fines & Penalties - Ranger		Operating Revenue		2,000		(74,079)
108330.23	Dog Registrations		Operating Revenue		1,000		(73,079)
169930.24	Grant - Emergency Management Plan Review		Capital Revenue		472,000		398,921
	Education & Welfare						
116530.02	CDO Initiatives		Operating Expenses			(3,500)	395,421
111230.02	Community Development Grants		Operating Expenses			(14,000)	381,421
111320.02	Youth Programs		Operating Expenses			(1,000)	380,421
	Housing						
117120.02	Staff Housing Maintenance	18187	Operating Expenses			(6,000)	374,421
117230.23	Rental Income		Operating Revenue			(4,800)	369,621
	Community Amenities						
117720.02	Waste Management Site	18187	Operating Expenses			(40,000)	329,621
118030.23	Mobile Bin Charges		Operating Revenue		2,000		331,621
118320.09	Waste Management Site Reserve transfer in	18187	Operating Expenses			(20,000)	311,621
121720.02	Town Planning Scheme		Operating Expenses		6,000		317,621
123020.02	Cemetery Operations & Maintenance	18187	Operating Expenses			(15,000)	302,621
123220.01	Employee costs		Operating Expenses			(3,000)	299,621
	Recreation and Culture						
129930.22	Activation grant - Seniors		Operating Revenue		1,500		301,121
129220.02	Library Office Expenses		Operating Expenses			(1,500)	299,621
	Transport						
132120.02	Footpath Program		Operating Expenses			(40,000)	259,621
134100.02	Road Verge Maintenance		Operating Expenses		40,000		299,621
132400.02	Traffic Signs Control		Operating Expenses			(5,000)	294,621
133800.01	Local Road Maintenance employee cost		Operating Expenses		102,000		396,621
134800.09	Gravel Reserve Reserve Contribution In		Operating Expenses			(142,000)	254,621
136820.09	Plant Reserve - Transfer In	18187	Operating Expenses			(120,000)	134,621
	Economic Development						
139620.02	Regional Promotion		Operating Expenses			(4,650)	129,971
139660.02	Riverside trail		Operating Expenses			(9,000)	120,971
999999.09	Gryscillus Road Surveying	18187	Operating Expenses			(30,000)	90,971
139120.02	Caravan Park Legal Costs		Operating Expenses			(5,000)	85,971
	Other Property & Services						
143120.02	Training Budget		Operating Expenses			(4,000)	81,971
144620.02	OHS Training Budget		Operating Expenses			(5,000)	76,971
144720.01	Plant Overhead wages		Operating Expenses		25,000		101,971
143230.30	Sale of Materials		Operating Revenue		90,000		191,971
	Capital Expenditure						
	Restricted Assets - for integrated planning, Niche Wall installation & WBAC Regional promotion 19/20, Quannup						
199920.09	Carried Forwards		Capital Expenses			(85,000)	106,971
999999.09	Strategic Initiatives Reserve Initial Transfer In		Capital Expenses			(100,000)	6,971
				0	**1,342,421**	**(2,200,453)**	**6,971**

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

Comments/Notes - Budget Amendments

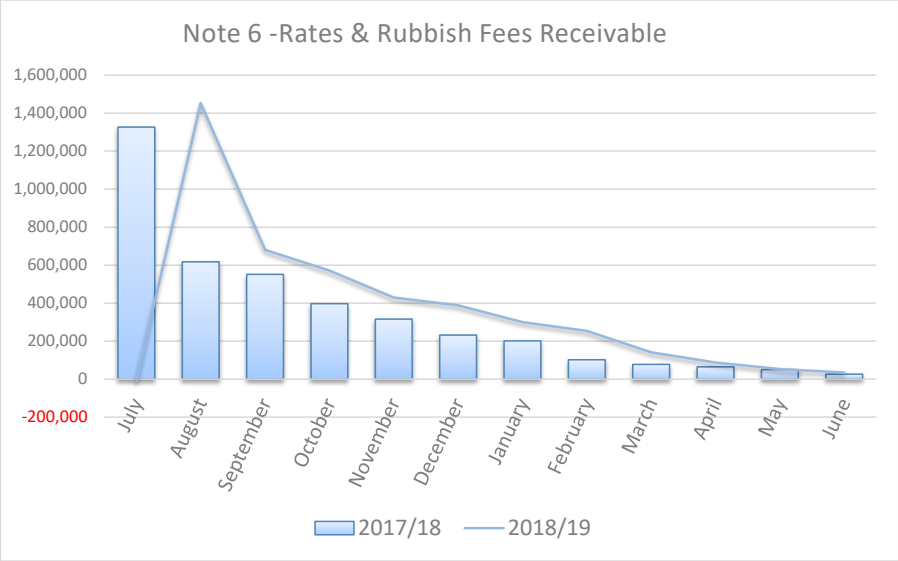
SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

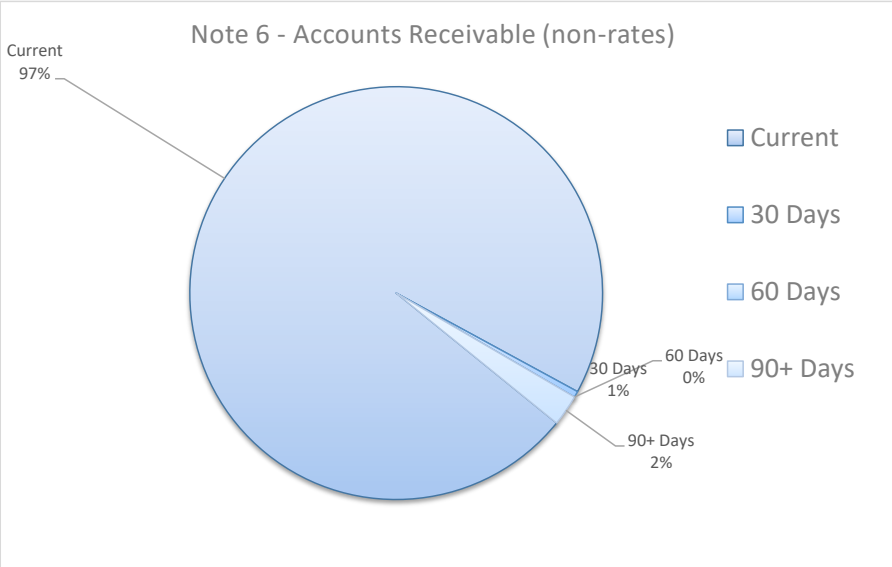
Note 6: Receivables

Receivables - Rates Receivable	30 Jun 2019	30 June 2018
	$	$
Opening Arrears Previous Years	94,693	68,506
Levied this year	1,704,777	1,591,879
Less Collections to date	(1,670,256)	(1,565,692)
Equals Current Outstanding	**129,213**	**94,693**
Net Rates Collectable	**129,213**	**94,693**
% Collected	97.98%	94.30%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	$	$	$	$	$
Receivables - General	478,236	2,365	0	11,989	492,590
Balance per Trial Balance					
Sundry Debtors					492,590
Receivables - Other					127,370
Total Receivables General Outstanding					**619,960**
				Error Check	0.00

Amounts shown above include GST (where applicable)





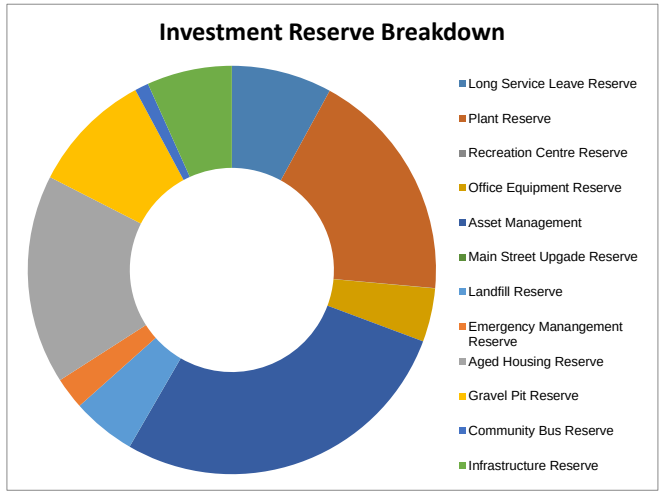
Comments/Notes - Receivables Rates

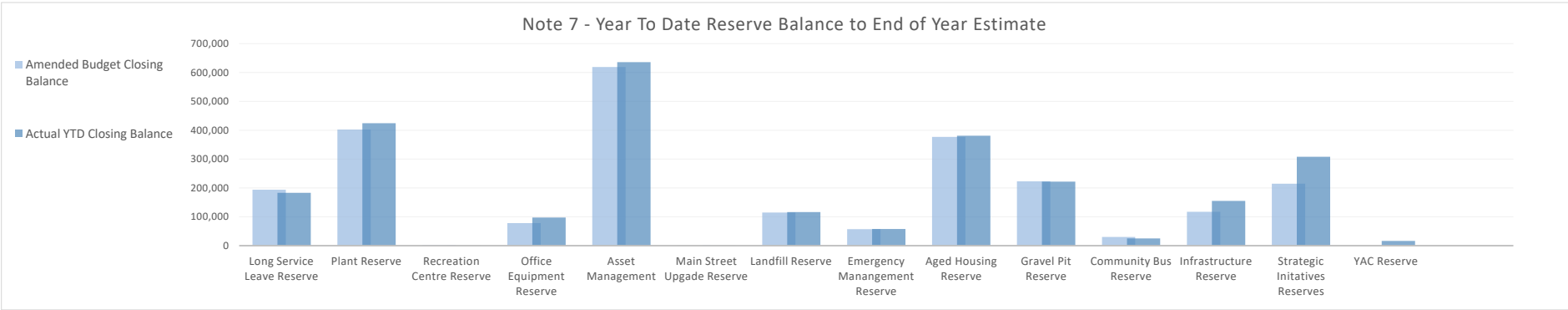
Comments/Notes - Receivables General

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 7: Cash Backed Reserve

Name	Opening Balance 1/7/2018	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	188,703	5,000	5,233	0	0	0	(11,000)	193,703	182,936
Plant Reserve	419,519	1,000	11,634	120,000	120,000	(138,000)	(126,800)	402,519	424,353
Recreation Centre Reserve	545	1,500	15	0	0	0	0	2,045	560
Office Equipment Reserve	75,458	500	2,093	20,000	20,000	(18,000)	0	77,958	97,551
Asset Management	633,231	1,000	17,560	85,000	85,000	(100,000)	(100,000)	619,231	635,792
Main Street Upgade Reserve	57	1,000	2	0	0	0	0	1,057	58
Landfill Reserve	93,746	1,000	2,600	20,000	20,000	0	0	114,746	116,345
Emergency Manangement Reserve	56,234	1,000	1,559	0	0	0	0	57,234	57,794
Aged Housing Reserve	370,827	6,000	10,283	0	0	0	0	376,827	381,111
Gravel Pit Reserve	80,000	1,000	0	142,000	142,000	0	0	223,000	222,000
Community Bus Reserve	24,376	1,000	676	5,000	0	0	0	30,376	25,052
Infrastructure Reserve	75,000	0	0	80,000	80,000	(37,500)	0	117,500	155,000
Strategic Initatives Reserves	0	0	0	215,000	308,000	0	0	215,000	308,000
YAC Reserve	0	0	0	0	16,250	0		0	16,250
	2,017,697	**20,000**	**51,655**	**687,000**	**791,250**	**(293,500)**	**(237,800)**	**2,431,197**	**2,622,802**





SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 8: Disposal of Assets

		YTD Actual				Amended Budget			
Asset Number	**Asset Description**	**Net Book Value**	**Proceeds**	**Profit**	**(Loss)**	**Net Book Value**	**Proceeds**	**Profit**	**(Loss)**
		$	$	$	$	$	$	$	$
	Plant and Equipment					131,818	131,818		0
P170	Hyundai Sonata	15,000	16,364	1,364					
P558	Volvo Backhoe	80,574	55,000		(25,574)				
		95,574	**71,364**	**1,364**	**(25,574)**	**131,818**	**131,818**	**0**	**0**

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 9: Rating Information		**Number**		**YTD Actual**				**Amended Budget**			
	Rate in	**of Properties**	**Rateable Value**	**Rate Revenue**	**Interim Rates**	**Back Rates**	**Total Revenue**	**Rate Revenue**	**Interim Rate**	**Back Rate**	**Total Revenue**
RATE TYPE	$		$	$	$	$	$	$	$	$	$
Differential General Rate											
GRV	8.6979	418	6,793,736	590,912	8,913	0	599,825	590,912			590,912
UV	0.4534	207	118,337,000	536,540	0	0	536,540	536,540			536,540
UV Pastoral				0	0	0	0		0	0	0
Sub-Totals		**625**	**125,130,736**	**1,127,452**	**8,913**	**0**	**1,136,365**	**1,127,452**	**0**	**0**	**1,127,452**
	Minimum										
Minimum Payment	**$**										
GRV	928.00	320	2,076,672	296,960	0	0	296,960	314,848	0	0	314,848
UV	1,118.00	200	25,824,398	223,600	0	0	223,600	205,712	0	0	205,712
Sub-Totals		**520**	**27,901,070**	**520,560**	**0**	**0**	**520,560**	**520,560**	**0**	**0**	**520,560**
		1,145	**153,031,806**	**1,648,012**	**8,913**	**0**	**1,656,925**	**1,648,012**	**0**	**0**	**1,648,012**
							0				0
Concession							0				0
Amount from General Rates							**1,656,925**				**1,648,012**
Ex-Gratia Rates							47,852				47,852
Specified Area Rates							0				0
Totals							**1,704,777**				**1,695,864**

Comments - Rating Information

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 10: Information on Borrowings
(a) Debenture Repayments

			Principal Repayments		Principal Outstanding		Interest Repayments		
Particulars	**01 Jul 2018**	**New Loans**	**Actual**	**Amended Budget**	**Actual**	**Amended Budget**	**Actual**	**Amended Budget**	
			$	$	$	$	$	$	
Governance									
Loan 37 NCRC	50,561		17,429	17,429	33,132	33,132	3,151	9,868	*
Loan 39 NMC		350,000	25,379	25,957	324,621	324,043	9,196	0	
	50,561	350,000	42,808	43,386	357,753	357,175	12,346	9,868	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

* Per SSL 2018_19

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating (b)	Amended Budget Capital	YTD Budget (a)+(b)	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	YTD Actual (Expended) (c)	Unspent Grant (a)+(b)+(c)
				$	$	$				$	$	$
General Purpose Funding												
Grants Commission - General Equalisation	WALGGC	operating	(434,077)	(393,337)	0	(827,414)	(393,337)		(393,337)	(843,843)	843,843	0
Grants Commission - Roads	WALGGC	operating	(262,334)	(208,127)	0	(470,461)	(208,127)		(208,127)	(490,339)	490,339	0
Law, Order and Public Safety												
FESA LEVY DFES	Dept. of Fire & Emergency Serv.	Operating - Tied	0	(120,000)	0	(120,000)	(120,000)		(120,000)	(133,102)	133,102	0
Bushfire Management Plan	Dept. of Fire & Emergency Serv.	Operating - Tied	(19,140)	0	0	(19,140)	0		0	0	0	(19,140)
Bushfire Mitigation Works 2018/19	Dept. of Fire & Emergency Serv.	Non-operating	0	0	(472,000)	(472,000)	(472,000)		(472,000)	(436,738)	436,738	0
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Operating - Tied	0	(12,000)	0	(12,000)	(12,000)		(12,000)	(18,659)	18,659	0
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(87,550)	0	(87,550)	(87,550)		(87,550)	(58,494)	58,494	0
Education and Welfare												
Grants - Community Bus	Contributions	Operating	0	(2,000)	0	(2,000)	(2,000)		(2,000)	0	0	0
Local Drug Action Group	Local Drug Action Group	Non-operating	0	0	0	0	0		0	(4,144)	4,144	0
Family Fun Day	Dept. Regional Development	Operating	0	0	0	0	0		0	(13,632)	13,632	0
Community Development Grants	Dept. Regional Development	Non-operating	0	0	0	0	0		0	(12,645)	12,645	0
Community Development Grants	Dept. Regional Development	operating - Tied	0	(3,000)	0	(3,000)	(3,000)		(3,000)	(163,692)	14,692	(149,000)
Department of Local Government, Active Healthy Living	Dept of Local Government	Operating - Tied	(10,000)	0	0	(10,000)			0		0	(10,000)
Kidsport	Dept. Regional Development	Operating - Tied	0	(10,000)	0	(10,000)	(10,000)		(10,000)	0	0	0
Recreation and Culture												
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(50,000)	(50,000)	(50,000)		(50,000)	(15,000)	15,000	0
Grants - Libraries	Good Things Foundation	Operating	0	(1,500)	0	(1,500)	(1,500)		(1,500)	(1,500)	1,500	0
Grants - Youth Activities	Dept. of Communities	Operating	0	0	0	0	0		0	0	0	0
Transport												
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(228,000)	(228,000)	(228,000)		(228,000)	(208,972)	208,972	0
MRD Grants - Capital Projects	Regional Road Group	Operating	0	(62,284)	0	(62,284)	(62,284)		(62,284)	(109,337)	109,337	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
			(725,551)	**(899,798)**	**(960,000)**	**(2,585,349)**	**(1,859,798)**	**0**	**(1,859,798)**	**(2,720,097)**	**2,571,096**	**(178,140)**
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		(696,411)	(754,798)	0	(1,451,209)	(754,798)	0	(754,798)	(1,517,144)	1,517,144	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(29,140)	(145,000)	0	(174,140)	(145,000)	0	(145,000)	(315,453)	166,453	(178,140)
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	(960,000)	(960,000)	(960,000)	0	(960,000)	(887,499)	887,499	0
TOTALS			**(725,551)**	**(899,798)**	**(960,000)**	**(2,585,349)**	**(1,859,798)**	**0**	**(1,859,798)**	**(2,720,097)**	**2,571,096**	**(178,140)**

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

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 2018	Amount Received	Amount Paid	Closing Balance 30 Jun 2019
	$	$	$	$
BCITF Levy	0	3,860	3,700	**160**
BRB Levy	0	9,159	8,324	**836**
Bonds	44,732	44,864	(17,600)	**71,996**
Nomination Deposit	0	0	0	**0**
Donation Rec Centre Deposit	0	0	0	**0**
Nannup Community Bus	0	0	0	**0**
	44,732	**57,883**	**(5,577)**	**72,992.15**

	72,992
Error	0.00

SHIRE OF NANNUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2019

Note 13: Capital Acquisitions

Assets	Account	YTD Actual New/Upgrade	YTD Actual Renewal	YTD Actual Total YTD	Amended Budget Annual Budget	Amended Budget YTD Budget	Amended Budget YTD Variance	Strategic Reference / Comment
		$	$	$	$	$	$	
Level of completion indicator, please see table at the end of this note for further detail.								
Buildings								
Recreation And Culture								
Capital Works Recreation Centre	2574	68,738	0	68,738	150,000	0	68,738	
Town Hall	2422	14,858	0	14,858	0	0	14,858	
Recreation And Culture Total		**83,596**	**0**	**83,596**	**150,000**	**0**	**83,596**	
Buildings Total		**160,537**	**0**	**160,537**	**150,000**	**0**	**160,537**	
Furniture & Office Equip.								
Governance								
Shire Office	0254	0	0	0	0	0	0	
Shire Offices	0584	0	0	0	18,000	0	0	
Governance Total		**0**	**0**	**0**	**18,000**	**0**	**0**	
Furniture & Office Equip. Total		**0**	**0**	**0**	**18,000**	**0**	**0**	
Plant , Equip. & Vehicles								
Governance		0	0	0	0	0	0	
Vehicle purchases - Office Staff	0544	52,559	0	52,559	50,000	50,000	2,559	
Governance Total		**52,559**	**0**	**52,559**	**50,000**	**50,000**	**2,559**	
Transport								
Purchase Of Plant	3564	181,880	0	181,880	178,000	178,000	3,880	
Transport Total		**181,880**	**0**	**181,880**	**178,000**	**178,000**	**3,880**	
Plant , Equip. & Vehicles Total		**234,439**	**0**	**234,439**	**228,000**	**228,000**	**6,439**	
Roads (Non Town)								
Transport								
Local Road Construction	3170	573,117	0	573,117	486,250	486,250	86,867	
Footpath Program	3210	418	0	418	48,786	48,786	(48,368)	
Transport Total		**573,535**	**0**	**573,535**	**535,036**	**535,036**	**38,499**	
Roads (Non Town) Total		**573,535**	**0**	**573,535**	**535,036**	**535,036**	**38,499**	
Streetscapes								
Economic Services								
Mainstreet Upgrade	3264	2,400	0	2,400	0	0	2,400	
Economic Services Total		**2,400**	**0**	**2,400**	**0**	**0**	**2,400**	
Streetscapes Total		**2,400**	**0**	**2,400**	**0**	**0**	**2,400**	
Capital Expenditure Total		**970,911**	**0**	**970,911**	**931,036**	**763,036**	**207,875**	

Level of Completion Indicators
0%
20%
40%
60%
80%
100%
Over 100%

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

30/06/2019