



Shire of  
**Nannup**  
rest • connect • grow

# Agenda Attachments

Council Meeting to be held  
on Thursday 26 September 2019  
Commencing at 4.30pm

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## Attachment 3.1



20 September 2019

Our Ref: ADM4

Mrs Rita Stallard  
61 East Nannup Road  
East NANNUP WA 6275

Dear Rita,

### RE: RESPONSE TO QUESTION TAKEN ON NOTICE

Please refer below for responses to your Questions taken on notice during the Ordinary Council Meeting held on 25<sup>th</sup> July 2019.

*Mrs Stallard – East Nannup Road*

#### *Question 1*

*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?*

The Warren Blackwood Stock Route is an initiative that has been driven through the Warren Blackwood Alliance of Councils (WBAC), which is a collaboration between the Shire of Nannup, Shire of Bridgetown-Greenbushes and Shire of Manjimup. The Stock Route has been open for approximately 6 months and is an equestrian trail that follows the historic stock routes that farmers drove their livestock to and from the coastal areas.

The initiative was driven by the WBAC to further develop diversification of trails in the region.

The Stock Route follows a mixture of roads, forestry tracks and rail trails. It comes in from the Scott River region to a camp location at the Nannup Caravan Park and then back out East Nannup Road towards Willow Springs camp ground, onto Bridgetown and down to Broke Inlet. I have included a map and the end of this letter to provide you more detail of its route.

If you would like any further information or have any queries regarding the above mentioned, please do not hesitate to contact me on (08) 9756 1018 or via email to [nannup@nannup.wa.gov.au](mailto:nannup@nannup.wa.gov.au).

Yours sincerely,





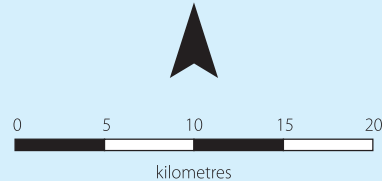
**DAVID TAYLOR**  
**CHIEF EXECUTIVE OFFICER**





**Legend**

- Warren Blackwood Stock Route
- Sealed road
- Unsealed road
- 4WD track
- Campsite
- National park
- Nature reserve
- Conservation park
- Parks and Wildlife Service office





## Attachment 8.1



# Minutes

Council Meeting held Thursday 22 August 2019

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# Minutes

## 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4.32pm.

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

(previously approved)

### ATTENDANCE:

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

David Taylor – Chief Executive Officer  
Jonathan Jones – Manager Infrastructure.  
Robin Lorkiewicz – Acting Manager Corporate Services  
Jane Buckland – Development Services Officer

### APOLOGIES:

Tracie Bishop – Manager Corporate Services

### LEAVE OF ABSENCE:

Nil

### VISITORS:

Cheryle Brown, Rita Stallard, Julie Kay, Bee Winfield, Phil Hewitt, Chrissie Parrott.

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

Nil.

## 4. PUBLIC QUESTION TIME

### Rita Stallard – East Nannup Road

#### Question 1

Thank you to Mr Jones for fixing a dangerous situation in the Recreation Centre storage area. Can the supports for the tennis net please be reinstated?

### **Shire President**

The Officers will look into this for you.

**Bee Winfield**

**Question 1**

Can Council promote the collection of e-waste (where it can be recycled) and promote other recycling ventures within the Shire of Nannup?

**Shire President**

The Shire of working towards initiatives that support recycling initiatives.

**Question 2**

Can an alternative to Roundup also be investigated for use within the Shire of Nannup?

**Chief Executive Officer**

The Shire have been trialling alternatives to Roundup within the its operations. Unfortunately, to date we have not found an effective alternative as they require multiple re-treatments and have proven have a much higher cost in two ways; through multiple retreatments and a higher level of concentrate required. At this point in time the Australian Regulators have not banned the use of Glyphosate and as you know it is effective and extensively used in Local Governments and Agriculture. Nonetheless, Shire staff are continuing to trial other products.

**Cheryle Brown**

**Question 1**

What is the procedure for the answering of questions taken on notice at Ordinary Council meetings? Are they generally included as part of the next months' Agenda?

**Chief Executive Officer**

Once the response has been provided, the response is published in the next Ordinary Council Agenda following that date of which the response was provided.

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

***19106 LONGMORE/STEER***

***That Cr Buckland and Cr Mellema be granted Leave of Absence for the 26 September 2019 Ordinary Shire Meeting.***

***CARRIED (8/0)***

**6. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Mr Phil Hewitt made a deputation to Council regarding Agenda item 12.2 – (Development Application for Bed & Breakfast Accommodation within existing dwelling), an item for which he is an applicant.



## **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.

Cr Buckland declared an Impartiality Interest in Item 12.4 Revision of Parameters Surrounding Direct Debit Payment of Rates.

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

### **19107 BUCKLAND/LONGMORE**

*That the Minutes of the Ordinary Council Meeting held 25 July 2019 be confirmed as a true and correct record.*

**CARRIED (7/1)**  
*Cr Fraser voted against the motion.*

## **9. MINUTES OF OTHER COUNCIL COMMITTEES/REPRESENTATIVE COMMITTEES**

### **19108 STEVENSON/LONGMORE**

*That the Minutes of the Risk Management Advisory Committee meeting held 26 March 2019 be received.*

**CARRIED (8/0)**

### **19109 MELLEMA/BUCKLAND**

*That the unconfirmed Minutes of the Audit Advisory Committee meeting held Thursday 22 August 2019 be received by Council and the recommendations within be endorsed.*

**CARRIED (8/0)**

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

Nil

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

## 12. REPORTS OF OFFICERS

AGENDA NUMBER:	12.1
SUBJECT:	Delegated Planning Decisions for June & July 2019
LOCATION/ADDRESS:	Various
NAME OF APPLICANT:	Various
FILE REFERENCE:	TPL18
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	31 <sup>st</sup> July 2019
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.1.1 – Register of Delegated Development Approvals

### BACKGROUND:

To ensure the efficient and timely processing of planning related applications, Council delegates authority to the Chief Executive Officer to conditionally approve Application for Development Approval that meet the requirements of both Local Planning Scheme No.3 (LPS3) and adopted Council policy.

Delegated planning decisions are reported to Council on a monthly basis to ensure that Council has an appropriate level of oversight on the use of this delegation. A Register of Delegated Development Approvals, detailing those decisions made under delegated authority in June & July 2019 is presented in Attachment 12.1.1.

### COMMENT:

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

During June & July 2019, six (6) development applications were determined under delegated authority. The table below shows the number and value of development applications determined under both delegated authority and by Council for June & July 2019 compared to June & July 2018:

	June & July 2018	June & July 2019
<b>Delegated Decisions</b>	7 (\$330,880)	6 (\$280,318)
<b>Council Decisions</b>	2 (\$345,000)	1 (\$5,000)
<b>Total</b>	<b>9 (\$675,880)</b>	<b>7 (\$285,318)</b>

85% of all approvals issued in the month of June & July were completed within the statutory timeframes of either 60 or 90 days. One application was determined outside the statutory timeframe (78 days) due to staff leave and the application being determined by Council.

**STATUTORY ENVIRONMENT:**

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

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

**POLICY IMPLICATIONS:**

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

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

**FINANCIAL IMPLICATIONS:**

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

**STRATEGIC IMPLICATIONS:**

Nil.

<p><b>RECOMMENDATION:</b></p>
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<p>That Council receives the report on Delegated Development Approvals for June &amp; July 2019 as per Attachment 12.1.1.</p>
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**19110 LONGMORE/BUCKLAND**

***That Council receives the report on Delegated Development Approvals for June & July 2019 as per Attachment 12.1.1.***

***CARRIED (8/0)***

**Shire of Nannup**  
**Ordinary Council Meeting Minutes: 22 August 2019**

AGENDA NUMBER:	12.2
SUBJECT:	Development Application for Bed & Breakfast Accommodation within existing dwelling
LOCATION/ADDRESS:	Lot 2008 (No. 48) Nursery Road, East Nannup
NAME OF APPLICANT:	Philip & Patricia Hewitt
FILE REFERENCE:	A1244
AUTHOR:	Steve Thompson – Consultant Planner
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Edge Planning & Property receive payment for planning advice to the Shire and declare a Financial Interest (section 5.70 of the Local Government Act 1995)
DATE OF REPORT: PREVIOUS MEETING REFERENCE:	14 August 2019 Nil
ATTACHMENT:	12.2.1 - Location map 12.2.2 - Information from applicant 12.2.3 - Submissions - Local Planning Policy 4 Bed & Breakfast

**BACKGROUND:**

The Shire has received a Development Application from the owners of Lot 2008 (No. 48) Nursery Road, East Nannup to establish a bed and breakfast accommodation (B&B) use in portion of an existing dwelling.

The site:

- is located approximately 7 kilometres east south-east of the Nannup townsite (shown in Attachment 12.2.1);
- adjoins and is near rural land and State Forest;
- is 64.77 hectares in area;
- contains a tree plantation, cleared land used for grazing and there are some areas of native vegetation;
- contains a dwelling, sheds, a large dam and has approval for a nursery; and
- is accessed via the unsealed Nursery Road. The site also adjoins Uranium Road to the south.

Details of the proposal are set out in Attachment 12.2.2. In summary, the applicant proposes to make available two bedrooms (each with an ensuite) for short term accommodation, along with use of other shared spaces within the dwelling. The landowners/managers will reside in the dwelling and will be responsible for undertaking day to day management activities.

Consultation

The Shire administration undertook consultation through inviting public comment on the Development Application for a period of 14 days by writing to 5 adjoining/nearby landowners.

The Shire received 3 submissions on the Development Application, all raising no objections, as outlined in Attachment 12.2.3. The only issue raised, by one submitter, related to increased traffic and associated maintenance of Nursery Road.

Planning framework

The property is zoned 'Agriculture' in the *Shire of Nannup Local Planning Scheme No. 3* (LPS3).

A B&B is a 'D' (discretionary) use in the Agriculture Zone as set out in the LPS3 Zoning Table. LPS3 sets out the following definition:

**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 breakfast.

The Local Planning Strategy supports tourist accommodation in rural areas of the Shire that appropriately address bushfire planning, environmental assets, landscape qualities and compatibility with adjoining land uses.

The *Shire of Nannup Strategic Community Plan 2017 – 2027* identifies tourism as one of the strategic drivers, the plan seeks to attract more people to the district and the plan supports a diversified economic base.

*Local Planning Policy 4 Bed & Breakfast* is set out in Attachment 12.3.4. The application is consistent with this Policy.

The property is located within a bush fire prone area of Western Australia as designated by the Fire and Emergency Services Commissioner. Based on modest clearing of non-native vegetation from neighbouring properties, portions of the property are expected to be removed from the designated bushfire prone area in the next update of the mapping.

Other planning documents are outlined in the Statutory Environment and Policy Implications section.

**COMMENT:**

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

It is recommended that Council conditionally approve the Development Application given:

- it is a low-key use which is not expected to create off-site impacts;
- it is overall consistent with the planning framework;
- it supports diversifying the local economy and supports tourism;
- the B&B is well setback from off-site agricultural operations and there are expected to be no off-site amenity impacts;
- there are no environmental impacts;
- the proposal has the benefit of the owners/managers living in the dwelling. This assists with effective management, assist to reduce bushfire risks and assists with enhancing emergency management procedures; and
- development conditions can assist to control the use and management of the development.

While noting the above, relevant planning considerations include:

- a B&B use is classified as a 'vulnerable' land use in a rural area in State Government publications. The publications note that some visitors may be less able to respond in a bushfire emergency as they are unaware of their surroundings, and who may require assistance or direction in the event of a bushfire. Significantly, guests will be staying with the hosts. This reduces the risk to guests who may be unfamiliar with the area;
- while the applicant has set out ways of reducing risks (see Attachment 12.2.2), the applicant recognises there is a need to commission an appropriate bushfire practitioner to prepare a Bushfire Management Plan (BMP) and a Bushfire Emergency Evacuation Plan (BEEP). It is recommended that the BMP and BEEP be prepared and implemented prior to the B&B use commencing;
- road upgrading and developer contributions - based on Council's *Local Planning Policy 20 Developer and Subdivider Contributions*, it is suggested the local government would not require a financial contribution from a developer/proponent for a low-key use of a B&B. It is also suggested that the standard of Nursery Road and associated maintenance is a separate matter to this current Development Application. At the time of preparing this report, the Shire will shortly install traffic counters to gain a better understanding of traffic volumes and types of traffic. Subject to outcomes, this will be separately reported back to Council. Should additional development be proposed on 48 Nursery Road, the Shire will advise the landowner whether this may trigger a requirement to make a necessary contribution to upgrade Nursery Road based on Local Planning Policy 20;
- effective on-going management – this will be enhanced and addressed through preparation and implementation of a Management Plan; and



- until a few years ago, the site was zoned 'Special Use (SU2)'. This former zoning provided the potential for 20 chalets. Based on a landowner request, the site's zoning was changed from 'Special Use (SU2)' to 'Agriculture'. This essentially was a 'down zoning' which resulted in the site's zoning being consistent with adjoining and nearby agricultural properties. The proposed B&B has, of course, far lower bushfire and associated risks than 20 chalets.

## **STATUTORY ENVIRONMENT:**

*Planning and Development Act 2005 and LPS3.*

## **POLICY IMPLICATIONS:**

There are several relevant policies and supporting documents including *State Planning Policy 3.7 Planning in Bushfire Prone Areas, Guidelines for Bushfire Prone Areas, draft Position Statement: Tourism land uses within bushfire prone areas* and *Bushfire Planning and Policy Review (January 2019)* and the *Local Planning Strategy*

There are various Local Planning Policies (LPP) which are relevant in assessing the Development Application including LPP4 Bed & Breakfast, LPP12 *Tourist Accommodation in Rural Areas*, LPP20 *Developer and Subdivider Contributions* and LPP21 *Bush Fire Management*. Local Planning Policies are non-statutory documents which are designed to provide guidance to assist the Council in its decision making. Accordingly, the Council is not bound by the policies but is required to have regard to the policies in determining the Development Application.

## **FINANCIAL IMPLICATIONS:**

None.

## **STRATEGIC IMPLICATIONS:**

The application, if approved and implemented, will assist to support a more diversified economic base.

**RECOMMENDATION:**

That Council approve the Development Application for Bed and Breakfast Accommodation which is added to the current use of single dwelling on Lot 2008 on Plan 126679 (No. 48) Nursery Road, East Nannup, subject to the following conditions:

1. This approval shall expire if the development hereby approved has not been substantially commenced within a period of two years from the date hereof, or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by the local government. Where the Development Approval has lapsed, no further development is to be carried out.
2. The development hereby approved is to be carried out in accordance with the plans and specifications submitted with the application, addressing all conditions, or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.
3. A smoke alarm must be installed in the dwelling, relating to portions to be used by guests, on or near the ceiling:
  - a) in every bedroom; and
  - b) in every corridor or hallway associated with a bedroom or, if there is no corridor or hallway, in an area between the bedrooms and the remainder of the subject building.
4. A system of emergency lighting must be installed in the dwelling, relating to portions to be used by guests, to assist evacuation of occupants in the event of fire and this lighting must:
  - a) be activated by a smoke alarm(s) (required by the previous Condition); and
  - b) consist of:
    - i) a light incorporated within the smoke alarm(s) itself; or
    - ii) lighting located within the corridor, hallway or area served by the required smoke alarm(s).
5. A Bushfire Management Plan is to be approved by the local government and then implemented prior to commencement of the bed and breakfast use. Following this, measures and recommendations in the approved Bushfire Management Plan are to be maintained to the satisfaction of the local government.
6. A Bushfire Emergency Evacuation Plan is to be approved by the local government and then implemented prior to commencement of the bed and breakfast use. Following this, measures in the approved Bushfire Emergency Evacuation Plan are to be maintained to the satisfaction of the

local government. This includes that the Evacuation Plan is to be displayed at all times in the portion of the dwelling to be used by guests.

7. The landowner is to submit and gain local government approval for a Management Plan, prior to commencement of the bed and breakfast use, which addresses the responsibility for the behaviour of clients/visitors and the management measures to be implemented to minimise adverse impacts on the amenity of the locality. The approved management details shall be implemented on an ongoing basis to the satisfaction of the local government.
8. An adequate on-site potable water supply is provided in accordance with the *Australian Drinking Water Guidelines 2004* prior to commencement of the bed and breakfast use.
9. The applicant shall not erect any advertising or signage at the site without the prior approval of the local government.
10. A maximum of six guests are permitted to stay at any one time.

**Advice**

- A) The proponent is advised that this Development Approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works. This, in part, will result in the building being a 'Mixed Use' building. This will add a Class 1b classification, in addition to the Class 1a classification, as set out in the *National Construction Code*.
- B) In relation to Conditions 5 and 6, these plans should be regularly reviewed to ensure they comply with best practice to assist in managing bushfire risk.
- C) In relation to Condition 7, the Management Plan is to:
  - i) address the responsibility for clients'/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;
  - ii) outline the approach to maximise the safety and security of clients and visitors;
  - iii) seek the operation to be a good neighbour and be considerate including noise, litter and the approach to reducing fire risks; and
  - iv) acknowledge that the development is in an agricultural area and that the impacts of agricultural pursuits should be expected and tolerated.
- D) In relation to Condition 8, the local government may require water samples to be taken and independently analysed. Should the local government be required to arrange the testing, it will be at the cost of the landowner/operator.

- E) In relation to Condition 9, some signs are exempt from development approval while other signs require a Development Application to the local government. Please contact the Shire for further details.
- F) The proponent is advised that the approved development must comply with all relevant provisions of the *Health (Miscellaneous Provisions) Act 1911*, *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*, and the *Shire of Nannup Health Local Laws*.
- G) A low fuel area should always be permanently maintained around the dwelling.
- H) The applicant/landowner should ensure that a suitable Public Liability Insurance Policy is always maintained while the bed and breakfast use is operating.
- I) Part 14 of the *Planning and Development Act 2005* provides the right to apply to the State Administrative Tribunal for review of some planning decisions and the proponent may wish to take professional advice to determine whether or not such a right exists in the present instance. The *State Administrative Tribunal Rules 2004* require that any such applications for review be lodged with the Tribunal.

#### **19111 MELLEMA/LONGMORE**

***That Council approve the Development Application for Bed and Breakfast Accommodation which is added to the current use of single dwelling on Lot 2008 on Plan 126679 (No. 48) Nursery Road, East Nannup, subject to the following conditions:***

- 1. This approval shall expire if the development hereby approved has not been substantially commenced within a period of two years from the date hereof, or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by the local government. Where the Development Approval has lapsed, no further development is to be carried out.***
- 2. The development hereby approved is to be carried out in accordance with the plans and specifications submitted with the application, addressing all conditions, or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government.***
- 3. A smoke alarm must be installed in the dwelling, relating to portions to be used by guests, on or near the ceiling:***

- a) *in every bedroom; and*
  - b) *in every corridor or hallway associated with a bedroom or, if there is no corridor or hallway, in an area between the bedrooms and the remainder of the subject building.*
- 4. *A system of emergency lighting must be installed in the dwelling, relating to portions to be used by guests, to assist evacuation of occupants in the event of fire and this lighting must:*
  - a) *be activated by a smoke alarm(s) (required by the previous Condition); and*
  - b) *consist of:*
    - i) *a light incorporated within the smoke alarm(s) itself; or*
    - ii) *lighting located within the corridor, hallway or area served by the required smoke alarm(s).*
- 5. *A Bushfire Management Plan is to be approved by the local government and then implemented by the 1<sup>st</sup> November 2019. Following this, measures and recommendations in the approved Bushfire Management Plan are to be maintained to the satisfaction of the local government.*
- 6. *A Bushfire Emergency Evacuation Plan is to be approved by the local government and then implemented by the 1<sup>st</sup> November 2019. Following this, measures in the approved Bushfire Emergency Evacuation Plan are to be maintained to the satisfaction of the local government. This includes that the Evacuation Plan is to be displayed at all times in the portion of the dwelling to be used by guests.*
- 7. *The landowner is to submit and gain local government approval for a Management Plan, prior to commencement of the bed and breakfast use, which addresses the responsibility for the behaviour of clients/visitors and the management measures to be implemented to minimise adverse impacts on the amenity of the locality. The approved management details shall be implemented on an ongoing basis to the satisfaction of the local government.*
- 8. *An adequate on-site potable water supply is provided in accordance with the Australian Drinking Water Guidelines 2004 prior to commencement of the bed and breakfast use.*
- 9. *The applicant shall not erect any advertising or signage at the site without the prior approval of the local government.*
- 10. *A maximum of six guests are permitted to stay at any one time.*

**Advice**

- A) *The proponent is advised that this Development Approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works. This, in part, will result in the building being a 'Mixed Use' building. This will add a Class 1b classification, in addition to the Class 1a classification, as set out in the National Construction Code.*
- B) *In relation to Conditions 5 and 6, these plans should be regularly reviewed to ensure they comply with best practice to assist in managing bushfire risk.*
- C) *In relation to Condition 7, the Management Plan is to:*
- i) address the responsibility for clients'/visitor behaviour and management measures to be implemented to minimise adverse impact on the amenity of the locality;*
  - ii) outline the approach to maximise the safety and security of clients and visitors;*
  - iii) seek the operation to be a good neighbour and be considerate including noise, litter and the approach to reducing fire risks; and*
  - iv) acknowledge that the development is in an agricultural area and that the impacts of agricultural pursuits should be expected and tolerated.*
- D) *In relation to Condition 8, the local government may require water samples to be taken and independently analysed. Should the local government be required to arrange the testing, it will be at the cost of the landowner/operator.*
- E) *In relation to Condition 9, some signs are exempt from development approval while other signs require a Development Application to the local government. Please contact the Shire for further details.*
- F) *The proponent is advised that the approved development must comply with all relevant provisions of the Health (Miscellaneous Provisions) Act 1911, Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, and the Shire of Nannup Health Local Laws.*
- G) *A low fuel area should always be permanently maintained around the dwelling.*
- H) *The applicant/landowner should ensure that a suitable Public Liability Insurance Policy is always maintained while the bed and breakfast use is operating.*



- l) Part 14 of the Planning and Development Act 2005 provides the right to apply to the State Administrative Tribunal for review of some planning decisions and the proponent may wish to take professional advice to determine whether or not such a right exists in the present instance. The State Administrative Tribunal Rules 2004 require that any such applications for review be lodged with the Tribunal.***

***CARRIED (8/0)***

**Shire of Nannup**  
**Ordinary Council Meeting Minutes: 22 August 2019**

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AGENDA NUMBER:	12.3
SUBJECT:	Acceptance of Shire of Nannup Draft Cultural Plan
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	WLF 5
AUTHOR:	Nicole Botica – Economic & Community Development Officer
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 August 2019
ATTACHMENT:	12.3.1 - Shire of Nannup Draft Cultural Plan 12.3.2 - Letter from Nannup Garden Village Committee

**BACKGROUND:**

The previous Cultural Plan 2010-2015 has been reviewed through a process of community consultation. This was advertised for public comment for a period of one month and letters inviting comment were sent to Nannup Arts Council, Nannup Music Club, Nannup CWA, Nannup Historical Society, Big N, Nannup Community Resource Centre and the Nannup Lions Club. Public comments closed on 26 July 2019.

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.

**COMMENT:**

A high number of the key recommendations in the previous Cultural Plan were achieved by Council and community groups. This demonstrates the value of the plan and that it has remained active and current to the community needs.

While completing the Cultural Plan 2019, consultation has been undertaken with numerous groups, these include:

- Community organisations,
- Artists,
- Creative Corner (who are based in Margaret River),
- Engaging with residents within the shire, and
- A drop in day and invitation to complete a written survey.

The recommendations collated through this process now form part of an informing document to Council's Strategic Community Plan 2017 - 2027.

During the public comment period only one group, Nannup Garden Village, submitted a formal letter expressing their support for recommendations 9, 11, 12, 15 and 29, with further recommendation to enhance the culture of Nannup town offering consideration to include other assets in the plan. A copy of this letter is attached.

**STATUTORY ENVIRONMENT:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

\$2,000 annual operational budget to implement activities and leverage further funding.

**STRATEGIC IMPLICATIONS:**

Strategic Community Plan 2017 -2027

**1.1 All of us/who we are:**

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

**RECOMMENDATIONS:**

1. That Council consider the recommendations of the Nannup Garden Committee to enhance the Shire of Nannup Cultural Plan 2019.
2. That Council endorse the Shire of Nannup Cultural Plan 2019.

**19112 DEAN/STEVENSON**

***That the recommendation be left on the table; needs further work before going to Council.***

***CARRIED (8/0)***

Cr Buckland declared an Impartiality Interest in Item 12.4 Revision of Parameters Surrounding Direct Debit Payment of Rates.

AGENDA NUMBER:	12.4
SUBJECT:	Revision of parameters surrounding direct debit payment of rates
LOCATION/ADDRESS:	
NAME OF APPLICANT:	Tracie Bishop – Manager Corporate Services
FILE REFERENCE:	
AUTHOR:	Tracie Bishop – Manager Corporate Services
REPORTING OFFICER:	Tracie Bishop – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	6 August 2019
ATTACHMENTS:	Nil

**BACKGROUND:**

In an effort to ensure that rates were paid in a timely manner, Council introduced the option to have rates payments directly debited from a chosen bank account of the ratepayers choosing. As an incentive for ratepayers to consider this option there was a built in parameter that if the ratepayer chose to use this method to pay their rates account then penalty interest would not be applied.

**COMMENT:**

For the most part, ratepayers who take up this option do so with the intent that by the end of the current financial year their rates liability will be paid in full (90.74%). At the time of adopting this practice, Council were of the opinion that this method would ensure this timely payment of rates, would reduce the need to send out instalment notices on a quarterly basis which therefore would make this method more efficient and less of an impost on officer time. Additionally, it would reduce costs associated with producing and posting out instalment notices.

However, over time it has become apparent that there are some ratepayers who have set up direct debits without ensuring that the rates debt will be paid in full by the end of the financial year. In some cases, based on the repayment amount selected, there is no possibility that the rates liability will ever be reduced to zero.

After reviewing these properties, which it must be noted are in the minority (9.26% overall), however, the amount outstanding from these ratepayers is \$26,000 which for a Council the size of Nannup is material. Officers would like to suggest the following changes to the parameters surrounding direct debits and rates payments:

1. The current parameter of not attracting penalty interest continue to apply to ratepayers who are ensuring that their rates liability is paid within the current financial year;
2. For rate payers who have direct debit authorities already in place, but will not meet the criteria of Point One above, a 12-month extension be applied to allow them to repay their rates liability and continue to receive the non-penalty interest application that is currently in place.
3. For all new direct debit applications, and all ratepayers overall as at 1/7/2021, the principle surrounding no penalty interest being applied will be that the rates accounts are paid in full by June 30 of the current financial year.

This would appear to be the most equitable solution overall. By notifying all applicable ratepayers at the time of rates being raised this financial year there should be sufficient time to look at ways to achieve this outcome. While it is noted that in some instances, as a result of the current debt being up to 4 times that of rates raised in any one year, this could create stress for some ratepayers. However, the reality is that all other ratepayers have managed their budgets in such a way as to ensure timely repayment of their rates debt. By reassessing the way in which the discount is applied Council is simply not rewarding those ratepayers who, for whatever reason, will not repay the debt unless their property is sold.

**STATUTORY ENVIRONMENT:**

Nil.

**POLICY IMPLICATIONS:**

Nil.

**FINANCIAL IMPLICATIONS:**

1. Increased revenue via penalty interest for ratepayers who do not repay their rates liability within a twelve-month period under the direct debit system.
2. Potentially a better cash flow as a result of more efficient rates payments if non penalty interest is to be avoided.

**STRATEGIC IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

1. That Council instruct Officers to write to all affected ratepayers currently on direct debits informing them that:
  - a. The current parameter of not attracting penalty interest will continue to apply to ratepayers who are ensuring that their rates liability is paid within the current financial year only; and
  - b. For rate payers who have direct debit authorities already in place, but will not meet the criteria of Point One above, a 12-month extension be applied to allow them to repay their rates liability and continue to receive the non-penalty interest application that is currently in place.
2. For all new direct debit applications, and all ratepayers overall as at 1/7/2021, the principle surrounding no penalty interest being applied will be that the rates accounts are paid in full by June 30 of the current financial year.

**19113 MELLEMA/BUCKLAND**

1. ***That Council instruct Officers to write to all affected ratepayers currently on direct debits informing them that:***
  - a. The current parameter of not attracting penalty interest will continue to apply to ratepayers who are ensuring that their rates liability is paid within the current financial year only; and***
  - b. For rate payers who have direct debit authorities already in place, but will not meet the criteria of Point One above, a 12-month extension be applied to allow them to repay their rates liability and continue to receive the non-penalty interest application that is currently in place.***
2. ***For all new direct debit applications, and all ratepayers overall as at 1/7/2021, the principle surrounding no penalty interest being applied will be that the rates accounts are paid in full by June 30 of the current financial year.***

**CARRIED (8/0)**



**Shire of Nannup  
Ordinary Council Meeting Minutes: 22 August 2019**

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AGENDA NUMBER:	12.5
SUBJECT:	Budget Monitoring – June 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	15 August 2019
ATTACHMENTS:	12.5.1 – Financial Statements for the period ending 30 June 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 12.5.1.

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 30 June 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 30 June 2019 be received.

**19114 MELLEMA/STEVENSON**

***Monthly Financial Statements for the period ending 30 June 2019 be received.***

***CARRIED (8/0)***

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

**13.1 OFFICERS**

**19115 STEVENSON/LONGMORE**

*That Council allow the late item to be considered.*

**CARRIED (8/0)**

**19116 MELLEMA/STEVENSON**

*That standing orders be suspended.*

**CARRIED (8/0)**

AGENDA NUMBER:	13.1
SUBJECT:	2019 Council Elections – Shire of Nannup Code of Conduct
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	David Taylor – Chief Executive Officer
FILE REFERENCE:	ADM2
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	21 August 2019
ATTACHMENTS:	13.1.1 – Shire of Nannup Electoral Code of Conduct

**BACKGROUND:**

In accordance with Section 4.27(1)(d) of the *Local Government Act 1995* and Section 8 of the *Local Government (Elections) Regulations 1997*, the Returning Officer for any election is to prepare or adopt an electoral code of Conduct for the election that aims to ensure that all electoral officers act:-

- (a) lawfully; and
- (b) professionally; and
- (c) fairly and Impartially; and
- (d) with honesty and integrity; and
- (e) without any conflict of interest, in relation to the election.

**COMMENT:**

Once the Electoral Code of Conduct is adopted, the Returning Officer is to provide a copy of the Code to each Electoral Officer and the Officer is to observe and comply with the Code throughout the conduct of the Election process.

The Code has been prepared and is provided as an attachment to this Agenda document.

**STATUTORY ENVIRONMENT:**

Section 4.27(1)(d) of the *Local Government Act 1995* and Section 8 of the *Local Government (Elections) Regulations 1997*.

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**RECOMMENDATION:**

That Council adopts the Shire of Nannup Electoral Code of Conduct as prepared by the CEO in his capacity as Returning Officer for the Shire of Nannup's 2019 Local Government Elections to be held on Saturday, 19 October 2019.

**19117 MELLEMA/STEVENSON**

*That standing orders be resumed.*

**CARRIED (8/0)**

**19118 STEVENSON/MELLEMA**

*That Council adopts the Shire of Nannup Electoral Code of Conduct as prepared by the CEO in his capacity as Returning Officer for the Shire of Nannup's 2019 Local Government Elections to be held on Saturday, 19 October 2019.*

**CARRIED (8/0)**

**13.2 ELECTED MEMBERS**

Nil.

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

Nil.

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

Nil.

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

Nil.

**17. CLOSURE OF MEETING**

The Shire President declared the meeting closed at 5.17 pm.



# ***Shire of Nannup***

## **Bush Fire Advisory Committee Meeting Minutes**

Committee Meeting held  
Monday 2<sup>nd</sup> September 2019  
at 7.00pm in Council Chambers  
at the Nannup Shire Office

**1. DECLARATION OF OPENING**

7:02pm

**2. RECORD OF ATTENDANCE/APOLOGIES**

Attendees

(CS) Cr Cate Stevenson - Chairperson  
(PF) Cr Patricia Fraser – Councillor  
(RM) Mr Robin Mellema – Chief Bush Fire Control Officer  
(JP) Mr John Patman – Deputy Chief BFCO  
(MS) Mr Mark Scott – Balingup Road BFCO  
(IW) Mr Ian Wishart – Carlotta BFCO  
(GB) Mr Gerald Brown – Cundinup BFCO  
(SM) Mr Steve Mulvaney – Darradup BFCO  
(VL) Mr Vic Lorkiewicz – East Nannup BFCO  
(AM) Mr Andrew McNab – Scott River BFCO  
(RB) Mr Rob Bootsma – CESM  
(AT) Mr Andy Thompson – DFES A/DO Capes  
(JJ) Mr Jonathan Jones – Manager Infrastructure

Apologies

(DT) Mr David Taylor – CEO  
(LF) Mr Leigh Fletcher – Shire Ranger  
(AK) Mr Ashley Kidd – Deputy Chief BFCO  
(CC) Ms Carey Curtis – Nannup Brook BFCO  
(PT) Mr Peter Thomas – DFES DO Capes

**3. PETITIONS/DEPUTATIONS/PRESENTATIONS**

**3.1 BFAC AGM voting in Chiefs**

(CS) declared all the Chiefs positions vacant and called for nominations for the positions

**Motion**

**“Robin Mellema nominated as Chief Bush Fire Control Officer”**

**Moved: John Patman**

**CARRIED**

**Seconded: Mark Scott**

**Motion**

**“Ashley Kidd nominated as Deputy Chief Bush Fire Control Officer”**

**Moved: Mark Scott**

**CARRIED**

**Seconded: John Patman**

**Motion**

**“John Patman nominated as Deputy Chief Bush Fire Control Officer”**

**Moved: Mark Scott**

**CARRIED**

**Seconded: Ian Wishart**

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

(CS) requested confirmation that the previous meeting minutes were a true and correct record.

**Motion**

**“The Minutes of the Bushfire Advisory Meeting of the Shire of Nannup held in the Council Chambers on 6<sup>th</sup> May 2019 be confirmed as a true and correct record”**

**Moved: Mark Scott**

**CARRIED**

**Seconded: Ian Wishart**

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

(RM) asked if the Fire Break & Fuel Hazard Reduction Notice 2019/2020 information was correct and that the information was being sent as one document, not as separate documents as occurred last year.

(JJ) informed the meeting the FB&FHRN 2019/2020 had been reviewed and amended to read correctly. This process was performed over several meetings and input received from staff members, Brigades and residents.

**6. REPORTS**

6.1 Chief BFCO – R Mellema, Report attached

6.2 Deputy Chief BFCO – A Kidd, No report

6.3 Deputy Chief BFCO – J Patman, No report

6.4 FCO Reports

6.4.1 Balingup Road

(MS) asked about the lack of DBCA crews in Nannup and Shire Council continues lobbying politicians and DBCA for more crews based in Nannup. (AT) said possibly look at increasing crews during the high threat periods. (CS) mentioned letters had been written in the past with no commitment from DBCA to



increase crew numbers. Only to say crews in neighbouring areas could be mobilised.

**Motion**

**“The Shire continues campaigning for additional Department of Bio-diversity, Conservation and Attractions firefighting crews in Nannup, in particular in high fire threat periods”.**

**Moved: Mark Scott  
Seconded: Ian Wishart**

**CARRIED**

6.4.2 Carlotta

(IW) said the Brigade had there AGM with one change to the executive members, all positions filled.

6.4.3 Cundinup

(GB) two fires affected the Cundinup area during the Jarrahwood fire incident. The fires were separate from the Jarrahwood fire but managed by DBCA and escaped and damaged private property fencing. The Haddon and Brown properties have claims for damages, ongoing discussions with DBCA for a resolution.

6.4.4 Darradup

(SM) said Darradup 4.4B attended the Jarrahwood fire. Also the Brigade had there AGM in May. A new Secretary was required since the newly elected Secretary at the AGM resigned.

6.4.5 East Nannup

(VL) said the Brigade attended 4 fires during the Jarrahwood fire. One fire at Dunnet's property on Balingup Road near the Folly, one at Gerald & Cheryle Brown's property in Cundinup, one at St Johns Brook on Vasse Hwy. Jarrahwood had some safety issues with live power lines and firefighters spraying water. WAERN messaged warning regarding live wires but firefighters were concerned about preserving structures. The fires East Nannup attended in DBCA managed land there were no fire breaks around burning heaps. The fire was eventually suppressed with some welcoming rain.

6.4.6 Nannup Brook – No report

6.4.7 North Nannup – No report

6.4.8 Peerabeelup – No report

6.4.9 Scott River

(AM) said the Brigade did not attend the Jarrahwood fire, a recent 000 call out with Brigade members attending provided some discussion amongst members.

6.5 Councillor – No report

6.6 Ranger – No report

6.7 CESM – *See Attachment 6.7.1*

6.8 DFES – *See Attachment 6.8.1*

6.9 DBCA – *See Attachment 6.9.1, maps available at the meeting*

(CS) asked if the reports were accepted

**Motion**

**“The Reports provided are accepted”**

**Moved: Gerald Brown**

**CARRIED**

**Seconded: Ian Wishart**

**7. STANDING ITEMS**

7.1 ESL YTD Expenditure Summary – (RB) informed the meeting Standing Items will be included in every meeting. The current YTD expenditure is not available as the ESL acquittal has not been completed.

7.2 ESL Operational Items – Requests from FCOs

*See Attachment 7.2.1 for a section of the ESL Manual 2019/2020 for expenditure categories and a USB drive is provided for each Brigade. Please note that the ESL Manual may change each year regarding expenditure categories and details.*

(RB) asked Brigades to provide information with ESL operational items, a USB drive has been provided for Brigades to view items and details for their operational items. A paper copy was provided.

7.3 ESL Forward Estimate Budget

Please note there is no fixed budget for each Brigade, however requests are managed to ensure that funds are distributed effectively.  
*See Attachment 7.3.1*

(RB) provided a copy of an indicative budget expenditure breakdown for the year.

## **8. GENERAL BUSINESS**

### **8.1 Calm Act – Personal Liability**

The State Government has amended the CALM Act regarding liability with property damage as a result of bushfires ignited by a Government agency or person working for a Government agency acting in good faith performing their functions under the Act.

*See Attachment 8.1.1.*

(CS) informed the meeting that the legislation changed in 2015 and was not advertised. It is to protect DBCA from being liable for damage as a result of escaped fires if performed in good faith as part of their operations.

This protection is not afforded to private property owners as far as (CS) understands. (RM) indicated that DBCA was trying to reinstate like for like any fencing damage during the recent fires, but it is the responsibility of private property owners to be adequately insured.

(VL) felt that this is double standards and that the Government (Crown) should be responsible for any damage occurring from escaped DBCA burns. If not then private property owners should be afforded the same protection as stated in the CALM Act.

(RM) recently attended a WALGA meeting and discussed the situation in Nannup with the lack of resources. The issue has been raised with Members of Parliament by the Shire. (RM) read out a response to Parliamentary questions to the Environment Minister.

(RM) said during the Jarrahwod fire the focus was the fire impacting immediate areas rather than possible spotting. The fire had spotted close to the Haddon's property with information from the Haddon's that a fire started close by their northern boundary. In hindsight it would have been beneficial to have Nannup crews looking after private property infrastructure. In the future (RM) would consider mobilising crews to manage private infrastructure considering the amendment to the CALM Act has now excluded damages compensation resulting from an escaped DBCA burn.

(RM) recognises all the effort and liaising by DBCA Blackwood Manager Mr Ed Hatherley with property owners to negotiate a reasonable outcome. DBCA is progressing through the issues based on like for like with the damages sustained.

(RM) said it is necessary for property owners to look at their insurance. (MS) said that this will require increasing private properties insurance cover to a level which may not be viable to them to continue working the property or they will not insure and hope this is not tested. Property owners could lose everything if that occurs. (GB) said the situation at

his property was ongoing and the fence line has been repaired but no compensation given to date, more discussions with DBCA.

8.2 BFB Tee Shirts

Brigade members have asked for information to supply Tee Shirts for firefighters when representing their Brigade or Shire on deployment.

*See Attachment 8.2.1*

(RB) presented some information with the design of tee shirts already in use elsewhere. Members were asking about polo shirts, (RB) asked which shirt they prefer tee shirts or polo shirts. One comment was could they have one each. (RB) to provide details / costing for a polo shirt with similar design. (RM) indicated the FIRE wording on the back of the tee shirt in a smaller word other than the Brigade name only have the word NANNUP. (MS) asked if they were 100% cotton, (RB) to find out from the supplier.

8.3 Brigade equipment stocktake

Can Brigades provide ESL operational equipment items for insurance purposes and future budgeting? (RB) asked Brigades to provide a complete audit for Brigade operational equipment within the month. The audit will help with equipment replacement, insurance and future budgeting.

8.4 Brigades with appliances can they test their Automated Vehicle Locator prior to the fire season. *See Attachment 8.4.1*

(RB) provided a paper copy of the procedure for testing the AVL fitted to appliances. Members asked if the AVL can be accessed by firefighters. (AT) stated they can by filling out an Access Form and DFES Manjimup will authorise. (AT) will provide the form for (RB) to distribute to members.

8.5 Equipment checks ready for fire season - Please ensure all equipment is operationally ready. (RB) Brigades perform training sessions can they check the operation and condition of equipment especially i.e., foam injection, tools, branches etc.

8.6 Brigade banking details (EFT) - If available for easier Brigade payments.

(RB) asked Brigades who haven't already provided details for EFT to enable efficient payment to Brigades for services & reimbursements rather than posting cheques.

8.7 Progress update on the Plantation Harvesters MOU.

Report from the CEO is included. *See Attachment 8.7.1*

(CS) informed the meeting the CEO has liaised with DBCA, FPC, DFES & FIFWA to meet regarding an MOU for plantation harvesting operations.

8.8 BFAC Brigade Representative Proxy

In light of the recent meeting cancellation due to not achieving a quorum, can Brigades please nominate a proxy to the CESO so that these people can attend on behalf of the FCO if they are unavailable? (CS) asked FCOs to provide a proxy if unable to attend BFAC meetings.

8.9 Questions in Advance from Steve Mulvaney.

8.9.1 How much of the remaining available ESL funds, (30,000) as mentioned at the May BFAC were expended prior to the EOF, and what were they expended on.

*Officer Response;*

*The ESL acquittal for 2018/2019 is currently being performed. The equipment purchased is detailed see Attachment 8.9.1, other expenses will be known during the ESL acquittal process for example; utilities, maintenance other services.*

8.9.2 I requested approval for weather shields on the rear of the Darradup Fire shed as well as shirts for the Darradup Brigade a few months prior to the EOF. Both requests were declined and the CESO mentioned that he would look into securing shirts for all Brigades. This didn't happen and when I queried the CESO I was told they would be organised early in the next financial year. Is this happening and if so when?

*Officer Response;*

*The weather shields for a training room will require a capital expenditure submission based on the value exceeding \$5,000. This request was provided to the Shire in May'19. This is after the March deadline as stipulated by DFES for capital requests for approval. Therefore, this will have to be included in next year's submissions.*

*I have made enquiries to the design of the Tee Shirts that other Shires are using and are available from a Busselton business. Attached to this Agenda is the artwork. See Attachment 8.2.1*

8.9.3 Can we be provided with a copy of the annual budget for the Shire Brigades from the allocated ESL funds? Also, can we be provided with a breakdown of the actual annual expenditure, including a breakdown of items purchased and how much each Brigade received?

*Officer Response;*

*This is provided in Standing Item 7.3 of this agenda.*

- 8.9.4 Last year after the extensions to the Darradup fire shed were completed, the social committee, led by Davina Gibb organised an opening celebration for November 2018. Invitations to CEO, Shire Pres, Councillors, and CESO etc. were sent out. I was informed at the next BFAC that the Shire would organise an official opening early in 2019, resulting in our planned opening being cancelled. The official opening as described by the CESO has not happened, what are the Shire's intentions?

*Officer Response;*

*The Shire will liaise with DFES, dignitaries and others for a date to be finalised in due course for Darradup & East Nannup Bush Fire Brigades official opening. The delay with Darradup Brigade official opening was due to East Nannup Brigade completion date and effective time management to allow dignitaries attending.*

8.10 2019-2020 Mitigation Activity Funding (MAF)

This funding round opened on the 15<sup>th</sup> August 2019 and closes on the 26<sup>th</sup> September 2019. Projects eligible for this funding are limited to Government reserves, roadside fuel management, track formation for fire access and the like. Projects need to include costings, written explanation of type of treatment and detail mapping with photographs.

This is an opportunity for FCOs to provide input/identify potential eligible projects.

(RB) & (JJ) viewed several Shire reserves and other areas for inclusion in the MAF19/20 round. (RB) asked FCOs if there were any areas concerning them that require mitigation works. The closing date for the MAF19/20 submission is 26<sup>th</sup> September 2019, so they need to get back to CESM to ascertain each MAF treatment eligibility.

(JJ) noted that acquiring works approval for State forest land was not a short term process. Managing the Phytophthora die back threat to our native forests means areas to be worked require various tests / reports to ascertain if materials and equipment used is clean and does not spread any disease or disrupt flora and fauna. Furthermore any machinery or works requires permission regardless how minor the impact may seem; it is an offense to carry out any works without written approval from any property owner or in the case of the State forest the manager of their land namely DBCA.

Other General Business around the table

(RM) informed the committee there is a 65,000ltr locally located poly tank available for free if any Brigade wants one. The condition is they remove it as is where is.

(GB) informed the committee that at the Shire reserve site at Cundinup West Rd, Cundinup South Rd & Cundinup Kirup Rd the water tank near the old hall building has been emptied. This prompted discussion amongst sitting

members about securing the valves at the tank so that emptying the tank does not occur again especially when the new fire Brigade shed is built. Options for refilling the Cundinup water tank prior to fire season were discussed.

(IW) asked about the ID cards for FCOs when they visit properties to provide a visual identification to eliminate any misunderstandings with property owners. (AT) said volunteer ID cards are available through the DFES Volunteer Portal; members can gain access through the portal to arrange their ID card. Sitting members were not confident with the process and asked if the CESM could organise. (RB) said he will purchase a digital camera and have all FCOs photographed and arrange for their Volunteer ID cards.

(RB) mentioned to members if they required any Volunteer Identification Sticker (for vehicles) for members or residents in their locality. (RB) has the stickers available at the meeting and each sticker will need to have details relating to the VIS allocation. Could they forward this information to the CESM to be entered on a spreadsheet on the Shire electronic file system?

(MS) said property owners along Balingup Road did not have confidence in the emergency warning alert system as the warnings during the Lewana incident provided were very inaccurate and confusing. Property owners are likely to liaise amongst themselves for accurate information and determine between them the best course of action, rather than use the Emergency website.

(VL) said with the changes to the CALM Act and the lack of DBCA crews he was disappointed the Government had changed liability regarding persons employed by DBCA are not liable whilst performing their duties in good faith. (VL) felt it was unfair to have the change to the CALM Act and not include the same protection towards private property owners.

**9. DATE FOR NEXT MEETINGS PROPOSED**

Monday 4<sup>th</sup> November 2019 at 7:00pm.

**10. CLOSURE OF MEETING**

9:22pm

**BFAC Meeting 02-09-2019  
CESM Report**

- MAF18/19 acquittal was completed before going on annual leave. DFES assured the uncompleted treatments can be carried over into the MAF19/20 financial year. On Thursday 15 August I received an email stating the MAF 19/20 (Royalties for Regions) round is now open and is

available to eligible Local Governments, as you are aware the Shire of Nannup has an approved BRMP and is eligible to submit their treatment schedules for DFES to consider for approval. The CEO, Infrastructure Manager and I will be looking at shire reserves; we also request brigades any areas of mitigation treatments to be considered.

- Prior to going on holidays I purchased operational equipment and when it arrives I will distribute to brigades. From discussions with DFES Head Office further funding increases have been given to Nannup to assist with the insurance premium increase.
- The LG ESL acquittal is in the process of finalizing for submission to DFES Head Office. I have managed to get an increase with our ESL funds. Last financial year we were allocated of \$120,000 and this financial year 2019/2020 I have secured \$145,000. This was due to a significant increase in insurance premiums and general increase in supplying of goods and services.
- Can brigades please visit their membership list and provide an update if their members are either Active or Auxiliary members and if they are no longer involved with the brigade to remove them from the membership list.
- All appliances are serviced for the coming fire season, may I ask brigades with appliances can you perform checks and operational readiness drills to ensure equipment is capable of performing. If you require any equipment repairs, replacement or additions please get in contact with me to organize.

### **Training Coordinator Report**

- Basic fire fighters course for Nannup brigade members will be either September or October depending on availability of instructors and preferred dates.
- If brigades wanting additional firefighting courses they can check DFES Manjimup calendar or the DFES Volunteer Portal at the eAcademy or contact myself. A copy of the DFES LSW 2019 calendar will be available at the BFAC meeting. A course may be presented in Nannup this will depend on the course and the minimum attendance numbers for the course and course resource requirements.
- The Shire Office staff will be trained in AIIMS 2017 by DFES Manjimup staff during next month.

**Nannup CESM**  
**Rob Bootsma**

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## **CBFCO Report – September 2<sup>nd</sup>, 2019**

I was involved, along with several of our brigades, in fighting the Jarrahwood fire. At that time there were four other fires in the Shire. (Wilson's, Dunnet's, Brown's, Jarrahwood.)

There was also another fire North of Mowen Road, near Jalbarrugup.

Initially through the offering our resources to support to DBCA even though the fire was out of our Shire as a Good Neighbour gesture and due to a call from the District Office concerned about the potential impact on our local school.

I was then involved in dealing with the hop-over to the North of Haddon's property, which then expanded to further hop-overs South of West Cundinup Road and West over the Vasse Highway. The focus on major asset protection has since caused some issues which are currently being addressed at a State level.

Thanks to everyone's efforts in dealing with these hop-overs.

At the Local Government Convention, I attended a presentation on the Rural Fire Division.

One of the key points addressed were the training priorities for 2019/20.

This included: -

BFF training package – comprehensive review and new video products to roll out across the state.

Bushfire Centre of Excellence location choice explanation. Construction completion date December 2020

Land use planning is a role of the Division

Michael Campbell rang to inform me that the Bridgetown Local Government, as a result of the August ROAC meeting, is also going to lobby the State Government in order to address the issue of the lack of resources at the Nannup DBCA depot.

**Robin Mellema**

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# NANNUP SHIRE LEMC MINUTES

Meeting held 21st August 2019

CESM

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## CONFIRMATION OF MINUTES

No minutes recorded due to lack of members attending

.....

Cr Tony Dean (Shire President)

# SHIRE OF NANNUP

## Local Emergency Management Advisory Committee

Wednesday 21<sup>st</sup> August 2019  
Held at the Council Chambers

# MINUTES

### 1. OPENING

Mr David Taylor chaired the meeting and declared the meeting open at 3:02pm

### 2. ATTENDANCE & APOLOGIES

#### Attendance:

(DT) Mr David Taylor – Shire of Nannup Chief Executive Officer  
(RB) Mr Rob Bootsma – Nannup CESM Executive Officer  
(LS) Mrs Louise Stokes – Shire of Nannup Community Development Officer  
(Ms RB) Ms Roma Boucher – Department of Communities  
(NH) Mr Nathan Hall – A/District Officer DFES LSW  
(JJ) Mr Jonathan Jones – Nannup Manager Infrastructure  
(VC) Mr Vik Cheema – Office of Emergency Management.  
(AM) Mr Al McNevin – Police Sergeant Nannup  
(RC) Mr Ross Croft – St John Ambulance  
(KS) Ms Kym Sandiland – WA Country Health Service  
(IG) Mr Ian Guthridge – Dept of Primary Industries & Regional Development.  
(CB) Mrs Cheryle Brown – Nannup Community Resource Centre  
(EH) Mr Ed Hatherley – DBCA Forest Manager

#### Apologies were received from:

Cr Tony Dean – President Shire of Nannup (Chairman)  
Mrs Judy Kemp – Country Women's Association  
Mr Arron Kelemen – Nannup Police Constable  
Mr Josh Jackson – Water Corporation Blackwood  
Hal Snyder – Department of Communities  
Ms Leonie Lynch - Department of Communities  
Ms Anne Marie Martino – WA Country Health Services  
Ms Wendy Moore – Nannup District Senior High School Principle  
Cr Robin Mellema – Deputy President Shire of Nannup

### 3. PETITIONS/DEPUTATIONS/PRESENTATIONS

No petitions/deputations or presentations.

(DT) apologized for no minutes to be confirmed. (RC) stated there were only 5 members present and therefore no quorum. It was decided that no minutes are to be recorded for the 29<sup>th</sup> May 2019 LEMC meeting.

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

No minutes provided due to no quorum for the LEMC meeting dated 29<sup>th</sup> May 2019. Five members present and a meeting was held to discuss items of interest but no minutes taken.

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

No official record other than an emergency exercise is required, members decided to raise the emergency exercise at next meeting.

**6. REPORTS**

6.1 (DT) informed the committee the “Good Neighbour Policy” was tested regarding the Lewana & Jarrahwood fires. The CALM Act was changed regarding responsibility of damage from escaped fires to other tenures. This change occurred in 2015 and the greater community and agencies were not informed. DBCA has liaised with affected property owners to come up with solutions.

6.2 (LS) Lewana fire Post Incident Analysis with residents completed, Balingup Road property owners meeting with shire regarding compensation claims. Red Cross provided phone call follow up. 2 property owners liaised with FPC, FPC not liable. Donnybrook residents organising a case against plantation harvesters. Jarrahwood fire, two Nannup property owners requesting recovery assistance, claims not accepted by DBCA. Ongoing discussions with property owners for solutions. Recovery coordinator to provide support to residents.

6.3 (NH) Report provided. 24<sup>th</sup> October 2019 Department of Communities will host an emergency exercise with Nannup District High School at the Recreation Centre.

6.4 (RC) said Nannup St John Ambulance branch not too busy, other than recent incident with a tree over Graphite Road and a vehicle colliding with the tree. Motorist sustained minor injuries.

6.5 (KS) Hospital admissions; 2017/2018, 691 with 1 resuscitation & 2018/2019 730 with 6 resuscitations. Hospital has limited staffing numbers with 2 full time staff only. Community housing in Nannup is a concern for Nannup hospital staff.

6.6 (Ms RB) Report provided

- 6.7 (ED) Bushfire expenditure rule is set. Good Neighbour Policy was intended for any damage occurring during the suppression of an incident repairs would be reinstated in kind. Any damage caused by the fire is not covered by the Good Neighbour Policy. Difficulty arises is when an old fence is damaged and a new specification fence is claimed. Property owners need to insure their infrastructure and property for any emergencies.
- 6.8 (IG) Plant and animal bio-security processes being formulated. Limited involvement with Lewana & Jarrahwood fires.
- 6.9 (AM) Thanked the shire for the signage during the Jarrahwood fires. Residents resented not being able to return to their homes along Balingup Road. Police should be notified if there are any illegal entries from owners to their properties during an incident. Great camaraderie amongst all agencies was experienced. The region has a new Superintendent.
- 6.10 (JJ) No Report other than what has been already mentioned.
- 6.11 (VC) Report provided.
- 6.12 (CB) CB was personally affected by the fires. The Jarrahwood fire did not damage her property fencing a separate fire from a trash heap burn. Property owners should be reviewing their insurance policies with insured items. The Nannup Telegraph monthly newspaper can be utilised to inform property owners and residents regarding their responsibilities.
- 6.13 (RB) had no report other than what has been already said, except that an emergency exercise was well over due.

## **7. GENERAL BUSINESS**

Discussion around the table for an emergency exercise whether it is a desk top or out in the field scenario. Other emergency exercises mentioned that have not been tested are; power disruption, animal welfare, human epidemic or earthquake. (NH) will liaise with (RB) to arrange a desk top exercise.

## **8. NEXT MEETING**

Wednesday 6<sup>th</sup> November 2019 at 3:00pm at the Shire Office – Council Chambers, unless otherwise notified.

## **9. CLOSURE OF MEETING**

Meeting was closed at 4:00pm.

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**Shire of Nannup LEMC Meeting**  
**DFES LSW Region Report – 21 August 2019**

- **DFES LSW Incidents**

On the 6<sup>th</sup> June the region recorded 43 bushfire incidents. This was primarily because of the mild autumn where many people conducted hazard reduction burns and then the first strong cold front for winter come through with 70-80km/hr winds causing many of the burns to escape. From this there were three larger fires in DBCA estate that were grouped into the Blackwood complex, with the Jarrahwood townsite impacted but protected by local crews from DBCA, BFB and VFRS.

So far winter has not caused too many issues in relation to storm incidents, with local SES units being able to manage any requests for assistance.

- **Nannup SES**

Pleased to note that the Nannup SES had acquired several new members who are undergoing their basic training course which has enabled the unit to become operational and able to support the local community and region.

- **Home Fire Safety Campaign Launched**

The Home Fire Safety campaign has been launched to educate Western Australians about the dangers of home fires and how they can reduce their risk. In line with the launch, the new DFES Virtual Reality (VR) Home Fire Experience will be unveiled at the DFES Education and Heritage Centre, giving visitors a first-hand experience of how quickly a fire in the home can take hold when there is no working smoke alarm. A second version of the VR Home Fire Experience will be available soon to book out for events and educational opportunities.

The campaign educates the community on how they can prevent the most common causes of home fire and the need for a home fire escape plan. It also includes information about the importance of working smoke alarms and how to maintain and test them.

- **Revised Community Safety Resources – Storm & Bushfire**

The Bushfire Travellers Checklist publication is targeted at people travelling or staying near bushland. The checklist helps people understand the risk and know what to do if a bushfire starts.

The Storm Smart publication provides preparedness information for storms, including what to do when a storm is forecast, weather warning information and emergency contact details.

**Nathan Hall**

A/District Officer Emergency Management - LSW

**SOUTH WEST DISTRICT EMERGENCY SERVICES OFFICER'S  
QUARTERLY REPORT  
1<sup>st</sup> Quarter – 01<sup>st</sup> July to 30<sup>th</sup> September 2019**

**Meeting:** Shire of Nannup

**Date:** Tuesday 21<sup>st</sup> August 2019

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1. The Department was activated for the Blackwood Complex Bushfires event as follows –

- City of Busselton and Shire of Augusta Margaret River – Blackwood Complex Bushfires on Thursday 6<sup>th</sup> June. This event comprised 3 bushfires near the Jarrahwood townsite; Vasse Plantation (near Treeton/Jindong) and east of Cowaramup; and Baudin Plantation and Sues Bridge near Mowen Road, between Sues Road and Jalbarragup Road. Each of these fires were escapes from pine harvest debris and the first two reached Emergency Warning levels. Residents from the town of Jarrahwood and those near the Vasse Plantation were advised to leave and an evacuation centre was opened at the Geographe Leisure Centre, Busselton. Two residents registered with us and another family of 8 called at the centre prior to us arriving. All evacuees went to family and friends in Busselton.

During the day another fire, cause accidental, escalated in the western part of Forrest Grove, approximately 14kms south of Margaret River. In expectation of worsening conditions, it was decided the MR Independent School would be evacuated to the MR Recreation Centre. The Shire opened the facility as a staging place for the children to be safe until collected by parents/guardians.

Note:

From the 5<sup>th</sup> June there was a DFES Severe Weather warning issued for South West and Lower South West, together with a Total Fire Ban for Geographe, Lower West Coastal and Lower West Inland weather districts for Thursday 6<sup>th</sup> June. Rain started to impact the area from about 1pm on Wednesday 6<sup>th</sup> June which assisted firefighters at the various locations.

2. I have been liaising with Rob, the Principal of Nannup District High School and the Team Leaders from the Busselton office and have identified Thursday October 24<sup>th</sup> as a suitable date for a welfare exercise. Invitations will be sent out when some more details are confirmed.

**Roma Boucher**

# District Emergency Management Advisor – Report

## State

SEMC approved a revised State Hazard Plan – Terrorist Act for limited distribution.

SEMC endorsed Aide Memoirs relating to the roles of State Recovery Controller and State Recovery Coordinator.

SEMC endorsed a review of State EM Policy section 5.12, including the existing Funding in Emergencies – Criteria, for meeting costs associated with emergencies.

SEMC noted the government has released its response to the report '*No time for complacency; Final report for the inquiry into the protection of crowded places in Western Australia from terrorist acts*'. The response can be found here:

[http://www.parliament.wa.gov.au/Parliament/commit.nsf/\(Report+Lookup+by+Com+ID\)/247D85CDDA2E1E6F482583C3002F75B3/\\$file/12609681.pdf](http://www.parliament.wa.gov.au/Parliament/commit.nsf/(Report+Lookup+by+Com+ID)/247D85CDDA2E1E6F482583C3002F75B3/$file/12609681.pdf)

Recovery - A review of the Comprehensive Impact Assessment document has been undertaken with all Hazard Management Agencies and Local Government, and is being finalised for approval and release.

Next SEMC meeting 6 December 2019

## District

Superintendent Geoff Stewart has been appointed as the next District Superintendent. Geoff will replace Commander Mick Sutherland as the Chair of the South West District Emergency Management Committee (SW DEMC). The next SW DEMC meeting will be held on 12 November 2019.

## Local

Ongoing support to the Lewana bushfire recovery activities. Assisting local governments with the review of LEMA, Recovery arrangements and local risk report.

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**Vik Cheema**





# Minutes

Meeting held Wednesday 11<sup>th</sup> September 2019  
Nannup Community Meeting Room

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# Contents

Item	Minute	Title
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1

**DECLARATION OF OPENING**

2:30pm- Meeting opened by Cr Cate Stevenson

**RECORD OF ATTENDANCE/APOLOGIES**

Cate Stevenson (Chair), Nicole Botica, Andrea Jenkins, Danny Kiely, Ross Croft, Phil Hewitt, Louise Stokes, Deanne Fleay, Heather McQueen, Cheryle Brown, Sharne Stacey (Wendy Moore late arrival)

Apologies-Lorraine Learmond, Nicola Smith, Alan McNiven, Kim Sandilands, Steve Giovanizzi

2

**CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

The Minutes of the LDAG meeting of 19 June 2019 were confirmed as true and accurate

Moved Ross Croft  
Seconded Nicole Botica  
Carried

3

**GUEST PRESENTATIONS**

Sharne Stacey-Senior Community Development Officer, ADF

Provided verbal report on ADF:

ADF-focused on primary prevention

Delay in uptake and prevent harm

Increasing protective factors

Decrease risk factors

Risk factors in different age brackets

4

**BUSINESS ARISING FROM PREVIOUS MINUTES**

- a) Bike safety day-TBA as Arron Kellemen was sick on the planned day and has now relocated to Esperance
- b) Cafe Posters-Locate information in communication plan and attached local calendar. Andrea Jenkins to look into getting Nannup LDAG branding on posters.
- c) Nannup Arts Council Biennial art exhibition - \$500 Mental Health Week Grant  
Walk and talk focussing on art being a good strategy to assist with mental illness  
Representatives from LDAG to staff a stall on 5<sup>th</sup> October 2019 outside the Town Hall - Heather McQueen volunteered.

Banners to go up. Discussion regarding sourcing more banners and either buying more film for camera or buying photo printer for Pledge Wall. Nicole Botica going to investigate further  
Additional Volunteers welcome

**5**

## **REPORTS OF OFFICERS**

### **1. Finance Report**

Financial report to be emailed with minutes

### **2. Road Wise Report**

Roadwise Report tabled on behalf of Nicola Smith  
Request for Roadwise to advocate for a second driver training assessor on Nannup's behalf.  
RYDE Program - Nicole to send an email to Nicola Smith for inclusion in the RYDE program

Tour of Margaret River- Roadwise resources promoted during event on 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> October. Andrea to ask Nicola Smith for some Roadwise ribbons and/or other resources related to cyclists on the road

Link with 'Keys for life' for year tens at NDHS-SDERA-require specialist teacher training-potential for LDAG to provide support with training.

### **3. LDAG Project Officer Report**

Andrea Jenkins presented a verbal report:  
Nannup Flower and Garden Festival Lego Mindfulness grant was very successful and numbers far exceeded expectation  
Ed Connect-training done and resources sent to Andrea. In communication with Wendy Moore regarding meeting to commence mentor program.  
Feedback forms for CAPs - would love feedback from stakeholders for current CAP evaluation  
CoderDojo - 5-week program booked for start of term 4 in partnership with the CRC

**6**

## **GENERAL BUSINESS**

- 6.1 Treasurer – Al McNevin nominated in his absence. Awaiting response.

Moved Louise Stokes  
Seconded Cate Stevenson  
Carried pending Al McNevin's acceptance

6.2        Communications Plan- has been endorsed but does not include the Nannup information. Media Mapping document contains specific Nannup information. Cross reference both documents

6.3        Strive Grants- Endorsement for Family Fun Day (family) previously. A Youth Camp Strive Grant application (youth) is endorsed

Moved Louise Stokes  
Seconded Deanne Fleay  
Carried

6.4        LDAG Conference-Heather and Nicole offered a verbal report  
LDAG - Laverton-stop motion project (students involved in an animation project using LDAG message)  
Broome-beautiful bumps-went home with a photograph to continue education at home.  
Harvey-Steam Punk Youth Event-all decorated boxes with AOD information inside-school, students, and parents.  
Opportunity to do something similar for Nannup  
Second day- presentations talks included - Wildcats presentation, sport without Alcohol sponsorship  
Alice Springs - opening hours of licence premises, 20 years hard but finally turning around.  
Royal Perth Hospital-alarming cases with drug and alcohol related cases

6.5        Committee interested in exploring CAP based on zero to 2yr old including Triple P program. Andrea Jenkins to discuss with FROGS and Play Group. Wendy Moore indicated that there is potential for it to be held at school.  
Send out the notes to the committee with regards to the new CAP-zero to 2  
Discussion regarding time of LDAG Meeting and whether Youth Advisory (year 10) can attend the committee?  
Sailing trip on Leeuwin - Young potential leaders - possible activity

Personal development program for parents-equine facilitated learning. Triple parenting program  
October 23<sup>rd</sup> 2019 in Busselton. Proposed use of the Nannup Community bus (LDAG funded) to transport participants.  
LDAG endorsement

Moved Ross Croft,  
Seconded Deanne Fleay.

Carried

National Youth Week Grant application – Proposed to show GO movie, youth activities-parents and kids make go karts, have a race. Decorate their go karts with mental health messages campaign.

- 6.6 Nannup Trail Dash-It was proposed that this be held as an annual event with STRIVE grant funding (Community).  
Moved Heather McQueen  
Seconded Nicole Botica  
Carried

- 6.7 6.7.1 Nannup Community Telephone Directory.  
Cate Stevenson proposed that a LDAG page for Alcohol and Other Drug information including ADIS number, useful APPS and other relevant information be funded.  
It was agreed to fund same and proposed that the Nannup CRC be contracted to design the full page ad.  
Moved Louise Stokes  
Seconded Ross Croft.  
Carried

6.7.2 Street Smart Magazine  
It was decided not to advertise in this Magazine for 2019/2020

6.7.3 Social media campaign visuals –  
Deanne Fleay to provide information for social media clips.  
Andrea Jenkins and Nicole Botica to develop a social media calendar and schedule posts

- 6.8 Resource database –  
Investigate development of a Resources database to assist with accessing same for events & placement in noticeboards, CRC Booknook, Shire library etc  
Heather McQueen and Andrea Jenkins to organise further  
Possible small portion of a CAP application for purpose built brochure holder as part of an overall strategy.
- 6.9 State LDAG Board nominations are now open if anyone is interested.

## **7**

### **OTHER BUSINESS-ROUND TABLE**

Louise Stokes -lobbying for second driving assessor (see Roadwise Report)  
Partnership opportunities Cyrenian House - pending

Deanne Fleay - SWCADS now offer a volatile substance abuse notification program. Sniffing can spread quickly therefore reporting early is essential.  
New LDAG member forms required for Wendy Moore, Phil Hewitt and Danny Kiely

**8                      NEXT MEETING 22<sup>nd</sup> October at 2pm**

**9                      CLOSURE OF MEETING 4:42pm**



Alcohol  
and Drug  
Foundation



## 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
2019/30	Kerry & Chris Harper	Kerry & Chris Harper	A1822	Lot 30 (2A) Hitchcock Dr, Nannup	Storage shed (R-Codes variation)	Works	\$9,000.00	2/08/2019	No - no affected parties	6/08/2019	Delegated - CEO
2019/31	Phillip & Patricia Hewitt	Phillip & Patricia Hewitt	A1244	Lot 2008 (48) Nursery Rd, East Nannup	Sign application	Works	\$300.00	5/08/2019	No - no affected parties	14/08/2019	Delegated - CEO







## Attachment 12.3.2

17 September 2018

Phoenix Agriculture Pty Ltd  
PO Box 257  
NANNUP. WA. 6275

Jane Buckland  
Development Services Officer  
Shire of Nannup  
Adam Street  
NANNUP. WA. 6275

**Re: Application for Development Approval at Lot 4040 DP 229284.**

Dear Jane

We are seeking Shire of Nannup development approval for worker's accommodation comprising a ground floor self-contained apartment and a first-floor area with shower and toilet constructed within an existing shed.

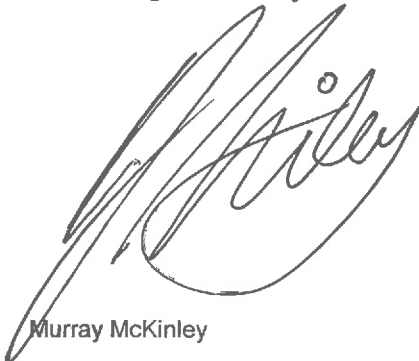
Workers accommodation is required for agricultural workers, private contractors, and family members.

Anticipated approval of an aquaculture licence for marron will require additional workers during times of high husbandry and productivity. Establishment and future harvesting of horticultural fruit and vegetable production will need additional workers to assist with planting, nurturing, and assistance with setting up environments specific to plant needs.

Should we be away from our property for extended periods of time, housing of staff in their own accommodation will be necessary for continuity of livestock and horticulture welfare and the safety of infrastructure. On a personal and practical stance, as a family unit of husband and wife with two teenage daughters, it is not always appropriate or convenient to accommodate workers in the family home.

Yours sincerely

Phoenix Agriculture Pty Ltd

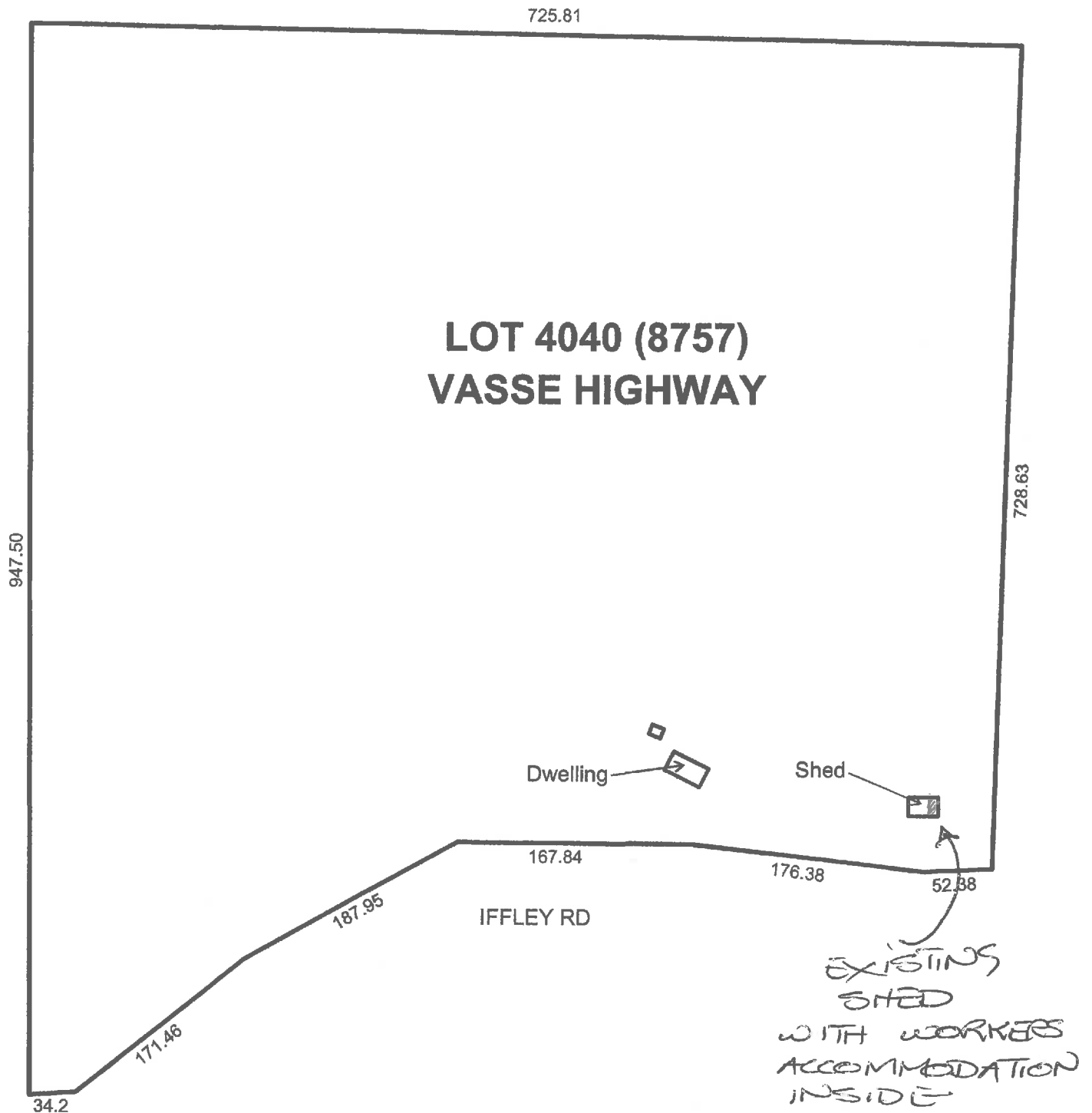
A handwritten signature in black ink, appearing to read 'M. McKinley', written over a large, stylized circular flourish.

Murray McKinley

Director

K+M M'KINLEY

PROPOSED WORKERS ACCOMMODATION  
INSIDE EXISTING SHED.

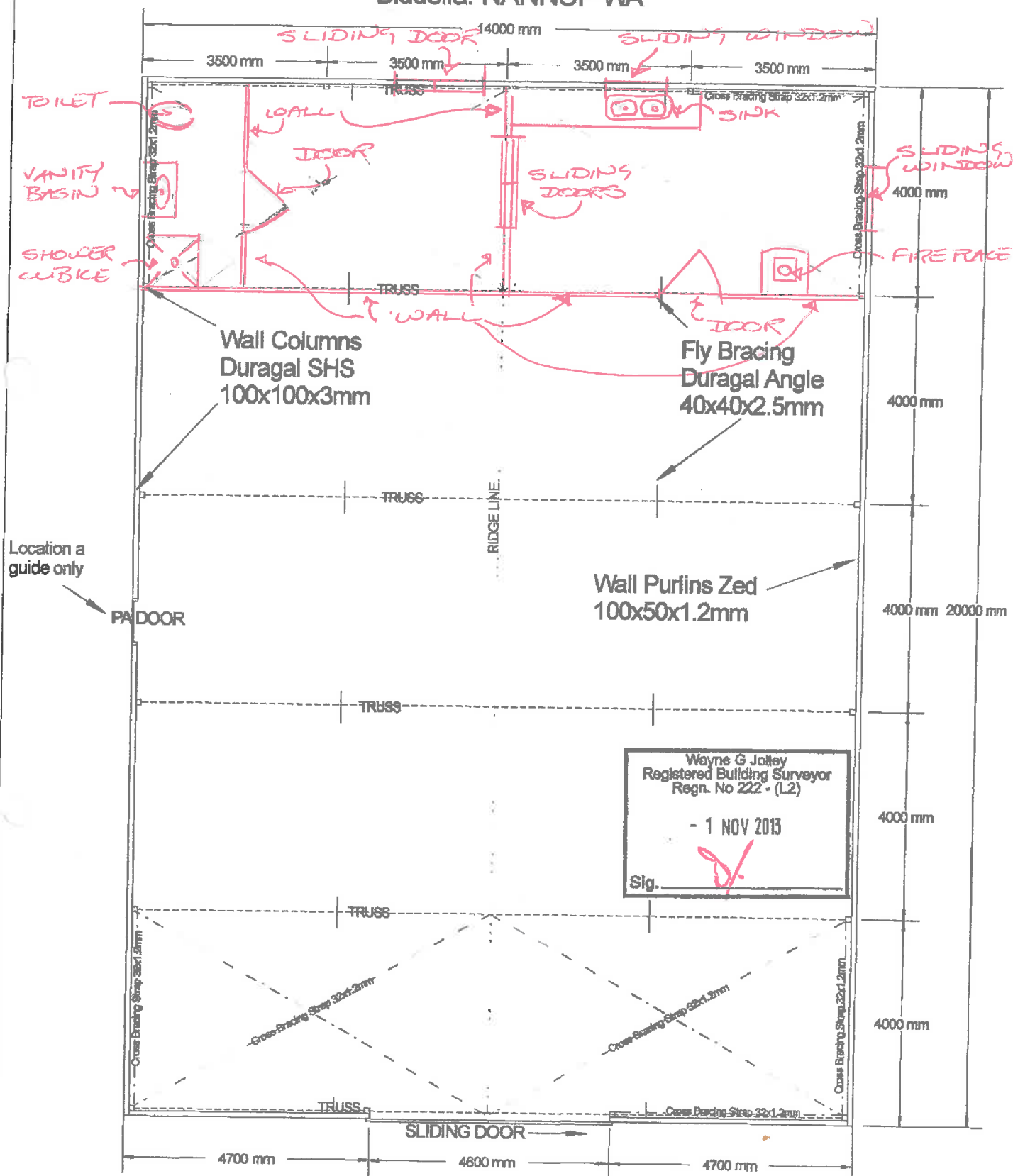


### PLAN VIEW

**Lot 4040 Iffley Road  
Biddelia. NANNUP WA**

SCALE = 1:100

## GROUND FLOOR



Drawn By: Mark Tomas  
BJ & FH TOMAS  
RMB 330 Cundinup South Road  
NANNUP WA 6275 Ph/Fax: 0897562057  
Email: mtomas@westnet.com.au  
Mobile: 0428562059

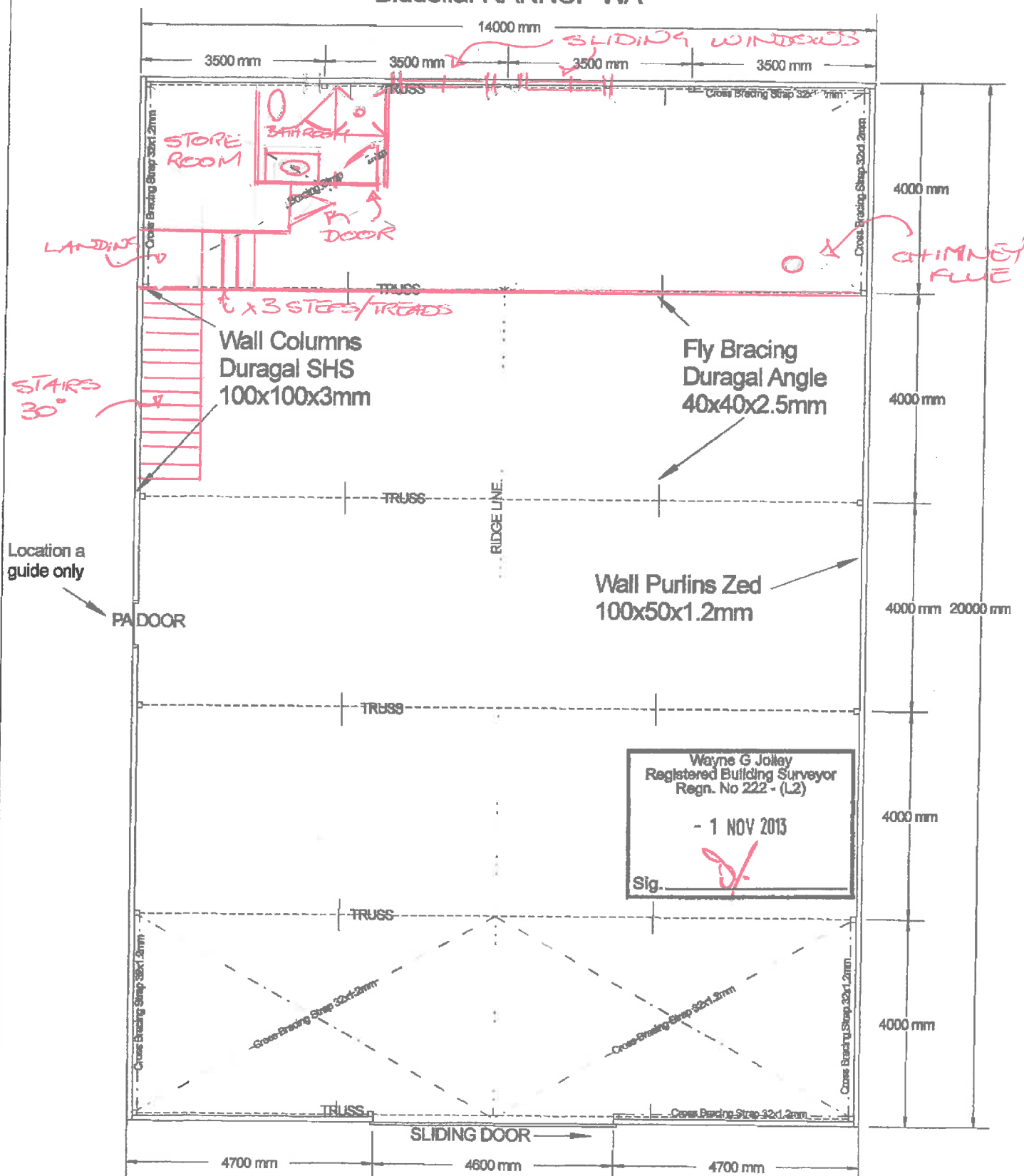
  
**Roger Pateman**  
 Bsc (Hons) M.I.E.Aust. C.P. Eng.  
 Reg. No. 23034  
 Tel: 9757 9779

## PLAN VIEW

**Lot 4040 Iffley Road  
Biddelia. NANNUP WA**

FIRST  
FLOOR

SCALE = 1:100



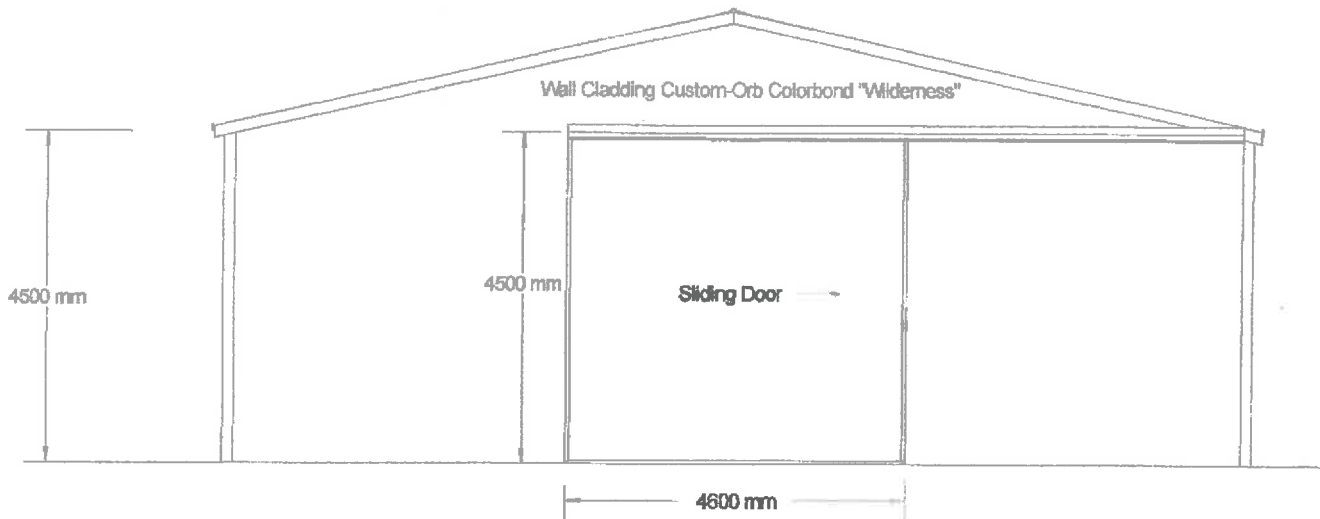
**Drawn By: Mark Tomas**  
**BJ & FH TOMAS**  
**RMB 330 Cundinup South Road**  
**NANNUP WA 6275 Ph/Fax: 0897562057**  
**Email: mtomas@westnet.com.au**  
**Mobile: 0428562059**

  
**Roger Pateman**  
 Bsc (Hons) M.I.E.Aust. C.P. Eng.  
 Reg. No. 23034  
 Tel: 9757 9779

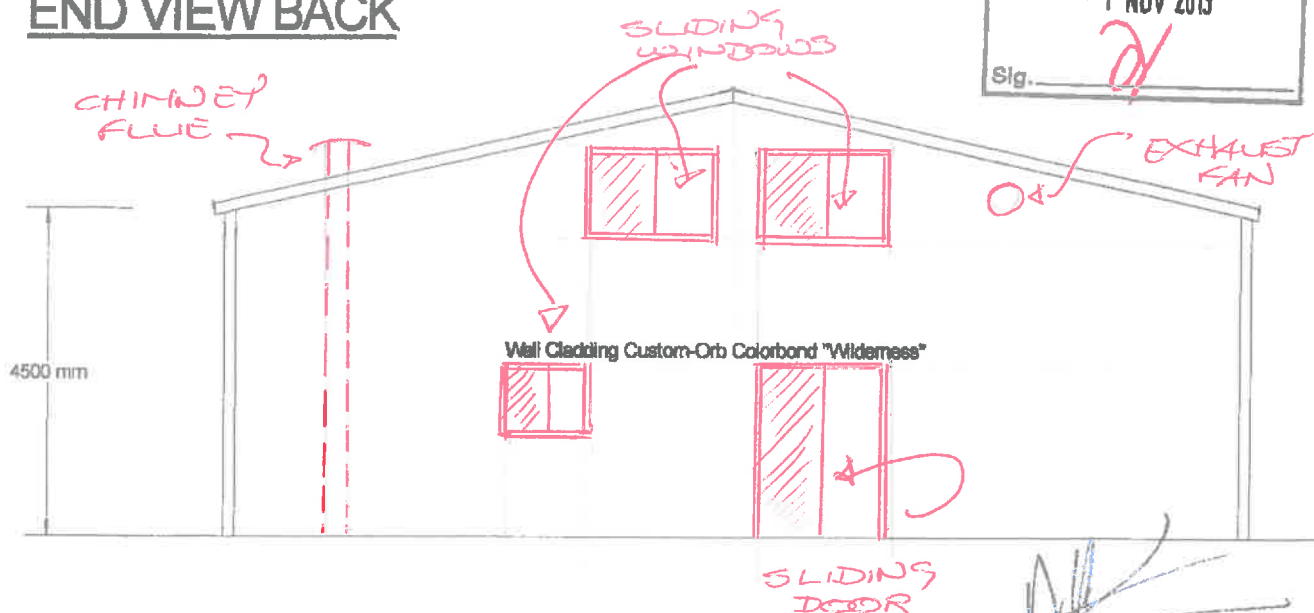
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Lot 4040 Iffley Road  
Biddelia. NANNUP WA

## END VIEW FRONT



## END VIEW BACK



Wayne G Jolley  
Registered Building Surveyor  
Regn. No 222 - (L2)  
- 1 NOV 2013  
Sig. *[Signature]*

Drawn By: Mark Tomas  
BJ & FH TOMAS  
RMB 330 Cundinup South Road  
NANNUP WA 6275 Ph/Fax: 0897562057  
Email: mtomas@westnet.com.au  
Mobile: 0428562059

*[Signature]*  
Roger Pateman  
Bsc (Hons) M.I.E. Aust. C.P. Eng.  
Reg. No. 23034  
Tel: 9757 9779

WATERLOO RIVER STRUCTURAL ENGINEERING PTY LTD

# Proposed Machinery Shed

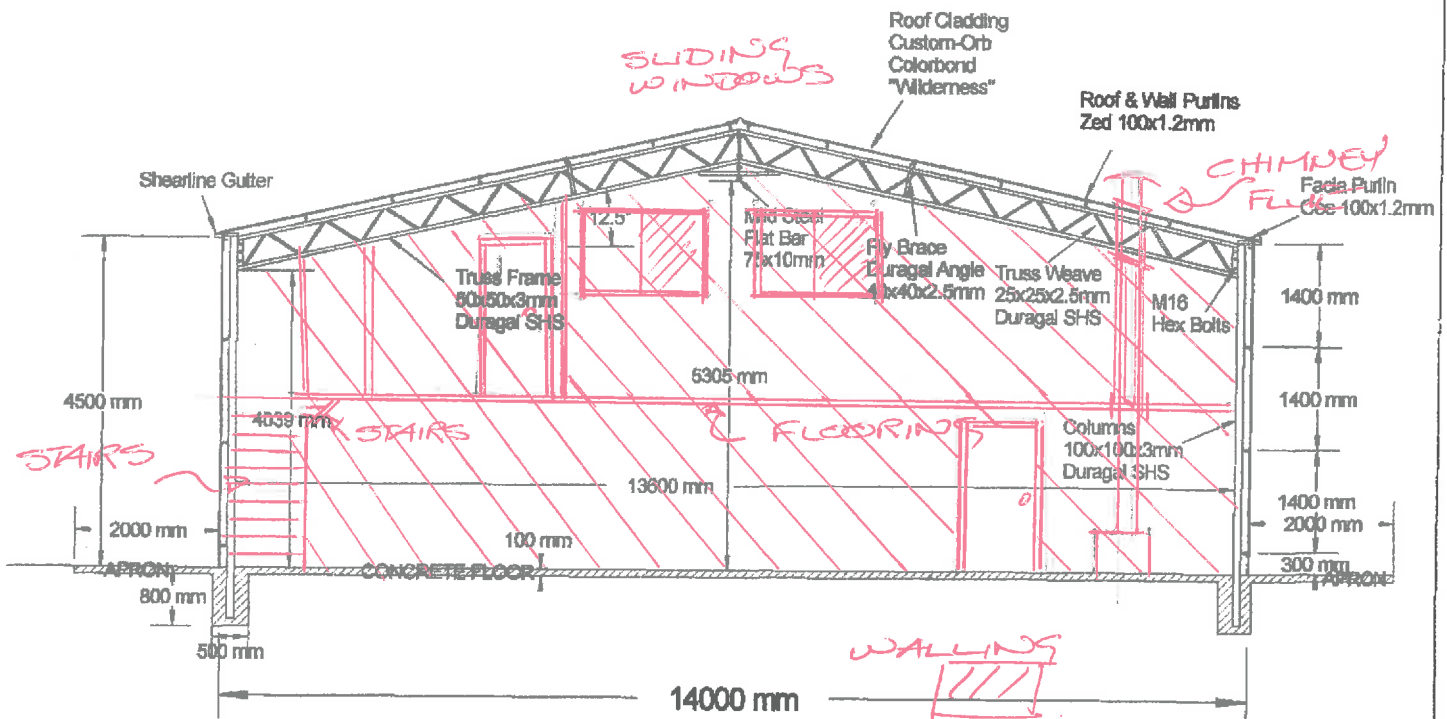
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~~JOHN & JESS~~

Lot 4040 Iffley Road  
Biddelia. NANNUP WA

INSIDE

## END VIEW TRUSS



Wayne G Jolley  
Registered Building Surveyor  
Regn. No 222 - (L2)  
- 1 NOV 2013  
Sig. *[Signature]*

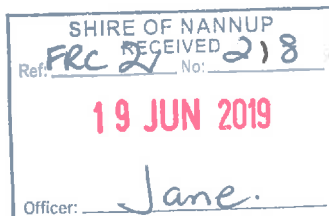
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WESTNET OVER STRUCTURAL ENGINEERING PTY LTD



Fire Protection  
Association Australia  
Life, Property, Environment.



## Bushfire Management Plan Coversheet

This Coversheet and accompanying Bushfire Management Plan has been prepared and issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme.

### Bushfire Management Plan and Site Details

Site Address / Plan Reference: Lot 4040 (8757) Vasse Highway

Suburb: Biddelia

State: WA

P/code: 6260

Local government area: Shire of Nannup

Description of the planning proposal: Development Application

BMP Plan / Reference Number: 180824

Version: 1.0

Date of Issue: 14/06/2019

Client / Business Name: Phoenix Agriculture Pty Ltd

### Reason for referral to DFES

	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the BPC elements)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the proposal any of the following special development types (see SPP 3.7 for definitions)?		
Unavoidable development (in BAL-40 or BAL-FZ)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strategic planning proposal (including rezoning applications)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Minor development (in BAL-40 or BAL-FZ)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
High risk land-use	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vulnerable land-use	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If the development is a special development type as listed above, explain why the proposal is considered to be one of the above listed classifications (E.g. considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?

Vehicle access/egress for the site does not meet the acceptable solution (A3.1 - Two Access Routes).

Proposed Vulnerable Land Use - Workers Accommodation

**Note: The decision maker (e.g. local government or the WAPC) should only refer the proposal to DFES for comment if one (or more) of the above answers are ticked "Yes".**

### BPAD Accredited Practitioner Details and Declaration

Name	Accreditation Level	Accreditation No.	Accreditation Expiry
Mick Whitelaw	Level 2	BPAD 37265	28/02/2020
Company		Contact No.	
Bushfire Prone Planning		6477 1144	

I declare that the information provided within this bushfire management plan is to the best of my knowledge true and correct

Signature of Practitioner

Date 14/06/2019





# Bushfire Management Plan

(Development Application – Workers Accommodation)

Lot 4040 (8757) Vasse Highway, Biddelia

Shire of Nannup

Job Number:	180824
Assessment Date:	18 October 2018
Report Date:	14 June 2019



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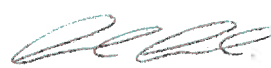


The measures contained in this Bushfire Management Plan are considered to be minimum standards and they do not guarantee that a building will not be damaged in a bushfire, persons injured, or fatalities occur either on the subject site or off the site while evacuating. This is substantially due to the unpredictable nature and behaviour of fire and extreme weather conditions. Additionally, the correct implementation of the required bushfire protection measures (and any associated response/evacuation plan if applicable) will depend, among other things, on the actions of the landowners or occupiers over which Bushfire Prone Planning has no control.

All surveys, forecasts, projections and recommendations made in this report associated with the project are made in good faith based on information available to Bushfire Prone Planning at the time.

All maps included herein are indicative in nature and are not to be used for accurate calculations.

Notwithstanding anything contained therein, Bushfire Prone Planning will not, except as the law may require, be liable for any loss or other consequences whether or not due to the negligence of their consultants, their servants or agents - arising out of the services provided by their consultants.

## Document Control

Version	Version Details	Date Submitted
1.0	Original Document	14-Jun-19
Co - Author	Accreditation	Signature
Mick Whitelaw	BPAD Level 2 - No. 37265	
Co - Author		
Jason Benson	BPAD Level 1 - No. 37893	
Co - Author		
Mike Scott	BPAD Level 3 - No. 27795	

### Document Content Compliance Statement

*This Bushfire Management Plan (the Plan) provides the required information to address State Planning Policy No. 3.7: Planning in Bushfire Prone Areas - December 2015 (SPP 3.7), the associated Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 (Guidelines), and any additional information as directed by the WA Planning Commission (WA Department of Planning, Lands and Heritage). It is fit for accompanying a planning application.*

Structure Plan / Subdivision BMP Template v7.3

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## Executive Summary

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This Bushfire Management Plan (the Plan) has been prepared to accompany the Development Application for Lot 4040 (8757) Vasse Highway, Nannup. The landholder is proposing the conversion of a Class 10a building (Shed) into a Class 1a building (Dwelling) and utilising the building as Workers Accommodation.

The development site of approximately 55.28 hectares is within a designated bushfire prone area and the Proposal requires the application of State Planning Policy No. 3.7: Planning in Bushfire Prone Areas (SPP 3.7).

Against the Bushfire Protection Criteria, the decision maker's assessment of this Proposal is to be based on:

- Element 1 'Location', the Proposal is able to achieve the acceptable solution (subject to BAL-29 or less);
- Element 2 'Siting and Design' the Proposal is able to achieve the acceptable solution (by installing an Asset Protection Zone compliant with a BAL Rating of BAL-29 or less);
- Element 3 'Vehicular Access', the proposal is not able to achieve the acceptable solution - the site is located on a dead-end road >200m in length (Iffley Road);
- Element 4 'Water', the Proposal is able to achieve the acceptable solution (dedicated static water supply will be installed onsite).

The site is accessed via a private driveway that links onto Vasse Highway and forms part of Iffley Road. Vasse highway provides options for travel in two different directions. Iffley Road is part of a large dead-end-road network and only provides a single option of travel West of the development site (towards Vasse Highway). The proposed development is located approximately 1300m from Vasse Highway which provides options to travel in two different directions.

An assessment of the development site indicates that selective removal and subsequent management of existing vegetation can be implemented to result in the proposed development being subject to a BAL Rating of BAL-29 or lower. A reticulated water supply is not currently available at the subject site. As part of this proposal a dedicated static water supply will be installed onsite with a minimum 10,000 litre capacity to be made available for firefighting purposes.

A Bushfire Evacuation (Response) Plan for the site, with specific consideration to the management of a bushfire emergency has been prepared as a separate document. The evacuation response plan has given due consideration to the vehicle access/egress options for the proposed development and precautionary measures have been incorporated into the plan to minimise risk to the future occupants.

# 1 The Proposal and Purpose of the Plan

## 1.1 Details

<b>Landowner / Proponent:</b>	Murray McKinley
<b>Site Address:</b>	Lot 4040 (8757) Vasse Highway, Nannup
<b>Local Government:</b>	Shire of Nannup
<b>Site Area:</b>	Approximately 55.28 Ha
<b>Development Type:</b>	Converting a Class 10a (Shed) into a Class 1a (Habitable Dwelling)

### Overview of the Proposal:

The landholder is proposing the conversion of a class 10a building (Shed) into a Class 1 Habitable Dwelling and utilising the building as Workers Accommodation.

### Bushfire Prone Planning

**Commissioned to** Phoenix Agriculture Pty Ltd  
**Produce the Plan by:**

**For Submission to:** Shire of Nannup

Table 1.1: Proposal Details

<u>Existing Infrastructure</u>	
<u>Building #</u>	<u>Structure Type</u>
<u>1</u>	House
<u>2</u>	Shed



725.81

**LOT 4040 (8757)**  
**VASSE HIGHWAY**

728.63

947.50

Dwelling

Shed

167.84

176.38

52.38

IFFLEY RD

187.95

171.46

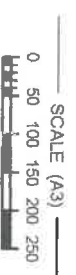
34.2



Figure 1.1

## Proposed Development

Lot 4040 (8757) Vasse Highway  
Biddella



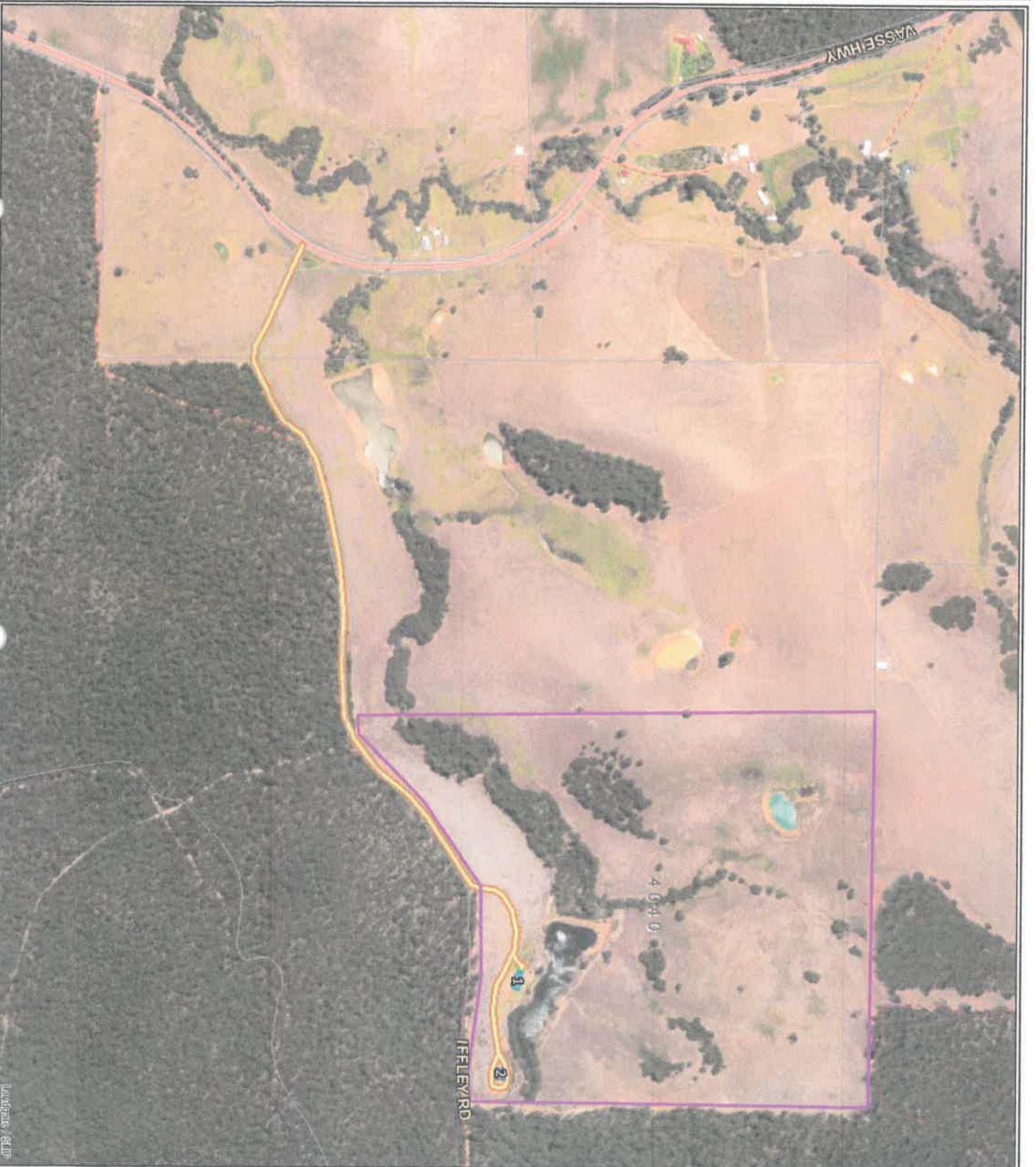
**LOCALITY**



Aerial Image: Landgate 2017







Coordinate System: GDA 1984 MGA Zone 50  
Projection: Universal Transverse Mercator  
Map created on: 15/02/2019  
Map compiled by: John Whitaker





Proposed Development:

**LEGEND**

-  lot 4040
-  Other Lots
- Buildings**
  -  Existing Building
  -  Existing Shed
  -  Existing Driveway





## 1.2 Existing Documentation Relevant to the Construction of this Plan

This section acknowledges any known reports or plans that have been prepared for previous planning stages, that refer to the subject area and that may or will impact upon the assessment of bushfire risk and/or the implementation of bushfire protection measures and will be referenced in this Bushfire Management Plan.

Relevant Documents		
Existing Document	Copy Provided	Title
Site Plan	Yes	8757 Vasse Hwy - Site Plan
Proposal Documentation	Yes	Info sent to Shire for workers accommodation
Bushfire Prone Planning – Initial Site Visit & Advice Email (M. Whitelaw 29/10/18)	Yes	Bushfire Planning - 180824 - Lot 4040 (8757) Vasse Highway Nannup (Site Visit & Advice)
Shire of Nannup Correspondence (J. Buckland 26/11/18)	Yes	BMP Issues - Lot 4040 Vasse Hwy_ Biddelia
Shire of Nannup Correspondence (J. Buckland 26/11/18)	Yes	RE_ Bushfire Planning - 180824 - BMP Issues - Lot 4040 Vasse Hwy_ Biddelia (MW Follow up 26-11)
Shire Local Emergency Arrangements (J. Buckland 31/5/18)	Yes	Shire of Nannup (LEMA) Preparedness & Prevention Plan (2018)
Shire Planning Documentation	Yes	Local-planning-policy-lpp21-bush-fire-management
Landscape Concept Plan	No	N/a

## 1.3 Vulnerable Land Use

### Definition and Application

A 'vulnerable land use' is defined as "a land use where persons may be less able to respond in a bushfire emergency". The Guidelines provide examples of what constitutes a vulnerable land use.

Information, additional to the Bushfire Management Plan, is required to accompany applications involving a vulnerable land use.

### Required Additional Information – Emergency Evacuation

Development applications for a vulnerable land use are to provide actionable information for persons that will occupy or visit that site with respect to their preparedness, awareness and response to a bushfire potentially impacting the property. The development application must:

1. Include an emergency evacuation plan for proposed occupants;
2. Subdivision applications, scheme amendments or structure plans "should make provision for emergency evacuation".

*(Source: State Planning Policy No. 3.7: Planning in Bushfire Prone Areas - December 2015 (SPP 3.7) s7 and pm6.6 and Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 (Guidelines) s5.4 and s5.5.*

### Determination of Vulnerable Land Use - Category Applied

It has been determined that the proposed amendment identifies a site for a 'vulnerable land use' based on fitting the following category of future land use.

**Category 3:** Short stay accommodation or visitation uses that involve people who are unaware of their surroundings and who may require assistance or direction in the event of a bushfire. ✓

The proponent is seeking approval to convert an existing shed into Workers Accommodation.

### Required Additional Information and its Location

A detailed and site-specific Bushfire Response/Evacuation Plan for occupants.	✓	Provided as a separate document to accompany the planning application
Create a responsibility for the landowner/occupier to inform occupants of the existence and application of either the Bushfire Response/Evacuation Plan or the bushfire response/evacuation advice provided.	✓	Within Section 6

## 2 Environmental Considerations

### 2.1 Native Vegetation – Modification and Clearing

**‘Guidelines’ s2.3:** “Many bushfire prone areas also have high biodiversity values. SPP 3.7 policy objective 5.4 recognises the need to consider bushfire risk management measures alongside environmental, biodiversity and conservation values.”

Existing conservation areas that are potentially affected by the development proposal are required to be identified. This may result in vegetation removal/modification prohibition or limitations. These areas include National Parks, Nature Reserves, Wetlands and Bush Forever sites.

**Environmental Protection Act 1986:** “Clearing of native vegetation in Western Australia requires a clearing permit under Part V, Division 2 of the Act unless clearing is for an exempt purpose. Exemptions from requiring a clearing permit are contained in Schedule 6 of the Act or are prescribed in the Environmental Protection Regulations” (‘Guidelines’ s2.3).

**The Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act):** This Act administered by the Australian Government Department of Environment, provides a national scheme of environment and heritage protection and biodiversity conservation. Nationally threatened species and ecological communities are a specific matter of significance. Areas of vegetation can be classified as a Threatened Ecological Community (TEC) under the EPBC Act and consequently have removal restrictions imposed.

#### Vegetation Modification and Clearing Assessment

Will on-site clearing of native vegetation be required?	No
Does this have the potential to trigger environmental impact/referral requirements under State and Federal environmental legislation?	N/A
For the proposed development site, have any areas of native vegetation been identified as species that might result in the classification of the area as a Threatened Ecological Community (TEC)?	Unaware

**Recommendation:** It is advised that the proponent seek further advice from an Environmental Consultant or the WA Department of Parks and Wildlife for further information on the condition and species contained within the proposed development area and the requirement for referral of the proposal.

## Development Design Options

Establishing development in bushfire prone areas can adversely affect the retention of native vegetation through clearing associated with the creation Lots and/or Asset Protection Zones. Where loss of vegetation is not acceptable or causes conflict with landscape or environmental objectives, it will be necessary to consider available design options to minimise the removal of native vegetation.

### Minimising the Removal of Native Vegetation

Design Option	Identified	Adopted
Reduction of lot yield	N/A	N/A
Cluster development	N/A	N/A

## Impact on Adjoining Land

Is this planning proposal able to implement the required bushfire measures within the boundaries of the land being developed so as not to impact on the bushfire and environmental management of neighbouring reserves, properties or conservation covenants?	Yes
---	-----

## 2.2 Re-vegetation / Retained Vegetation / Landscape Plans

Riparian zones, wetland/foreshore buffers, road verges and public open space may have plans to re-vegetate or retain vegetation as part of the Proposal.

Vegetation corridors may join offsite vegetation and provide a route for fire to enter a development area.

When applicable, any such area will be identified in this Bushfire Management Plan and their impact on the assessment and future management accounted for.

Is re-vegetation of riparian zones and/or wetland or foreshore buffers and/or public open space a part of this Proposal?	No
--	----

Is the requirement for ongoing maintenance of existing vegetation in riparian zones and/or wetland or foreshore buffers and/or public open space a part of this Proposal?	No
---	----

### 3 Potential Bushfire Impact Assessment

#### 3.1 Assessment Input

##### 3.1.1 Fire Danger Index (FDI) Applied

AS 3959-2009 specifies the fire danger index values to apply for different regions as per Table 2.1. The values used in the model calculations are for the Forest Fire Danger Index (FFDI) and for which equivalent representative values of the Grassland Fire Danger Index (GFDI) are applied as per Appendix B. The values can be refined if appropriately justified.

Table 3.1: Applied FDI Value

FDI Value			
Vegetation Area	As per AS 3959 - 2009 Table 2.1	As per DFES for the Location	Value Applied
1-4	80	N/A	80

##### 3.1.2 Existing Vegetation Identification, Classification and Effective Slope

Vegetation identification and classification has been conducted in accordance with AS 3959-2009 s2.2.3 and the Visual Guide for Bushfire Risk Assessment in WA (DoP February 2016).

When more than one vegetation type is present, each type is identified separately with the worst-case scenario being applied as the classification. The predominant vegetation is not necessarily the worst-case scenario.

The vegetation structure has been assessed as it will be in its mature state (rather than what might be observed on the day). Areas of modified vegetation are assessed as they will be in their natural unmodified state (unless maintained in a permanently low threat, minimal fuel condition, satisfying AS 3959-2009 s2.2.3.2-f and asset protection zone standards). Vegetation destroyed or damaged by a bushfire or other natural disaster has been assessed on its revegetated mature state.

**Effective Slope:** Is the ground slope under the classified vegetation and is determined for each area of classified vegetation. It is the measured or determined slope which will most significantly influence the bushfire behaviour in that vegetation as it approaches a building or site. Where there is a significant change in effective ground slope under an area of classified vegetation, that will cause a change in fire behaviour, separate vegetation areas will be identified, based on the change in effective slope, to enable the correct assessment.

Table 3.1.2: Vegetation identification and classification

All Vegetation Within 150 metres of the Proposed Development			
Vegetation Area	Identified Types (AS3959) or Description if 'Excluded'	Applied Classification	Effective Slope Under Classified Vegetation (degrees)
1	Open Woodland (B-05) - ( <i>Onsite</i> )	Class B Woodland	0
2	Open Forest (A-04)	Class A Forest	0
3	Sown Pasture (G-26) - ( <i>Onsite</i> )	Class G Grassland	0
4	Excluded – Managed Areas (Buildings / Roads / non-vegetated areas)	Excluded AS3959-2009 2.2.3.2 (e)(f)	-

Representative photos of each vegetation area, descriptions and classification justification, are presented on the following pages. The areas of classified vegetation are defined, and the photo locations identified on the topography and classified vegetation map, Figure 3.1.

*\*This assessment is reliant on the surrounding land (Area 4) being maintained in a low fuel condition as per the AS 3959-2009 s2.2.3.2-f and asset protection zone standards, reflecting the state of the vegetation at the time of the assessment.*



### Vegetation Area 1

**Classification Applied:** Class B Woodland

**Classification Justification:** Peppermint Woodland, Creek line Vegetation with minimal understory consisting of grass and limited ground fuels.



Photo ID: 1a



Photo ID: 1b

### Vegetation Area 2

**Classification Applied:** Class A Forest

**Classification Justification:** Jarrah Forest, Scrub understory (National Park)



Photo ID: 2a



Photo ID: 2b

### Vegetation Area 3

**Classification Applied:** Class G Grassland

**Classification Justification:** Paddock / Pasture – Unmanaged Grassland



Photo ID: 3a



Photo ID: 3b

### Vegetation Area 3

**Classification Applied:** Class G Grassland

**Classification Justification:** Paddock / Pasture - Grassland



Photo ID: 3c



Photo ID: 3d

### Vegetation Area 4

**Classification Applied:** Excluded AS3959-2009 2.2.3.2 (f)

**Classification Justification:** Existing Buildings/ Managed Grassland and reticulated lawns (Existing APZ's)



Photo ID: 4a



Photo ID: 4b

### Vegetation Area 4

**Classification Applied:** Excluded AS3959-2009 2.2.3.2 (f)

**Classification Justification:** Existing Buildings/ Managed Grassland and reticulated lawns (Existing APZ's)



Photo ID: 4c



Photo ID: 4d



Figure 3.1

# Topography & Classified Vegetation

Lot 4040 (8757) Vasse Highway  
Biddella



LOCALITY



Aerial Image: Landgate 2017

Coordinate System: GDA 1994 MGA Zone 50  
Projection: Universal Transverse Mercator  
Map created on: 13/06/2019  
Map compiled by: Mick Whitham

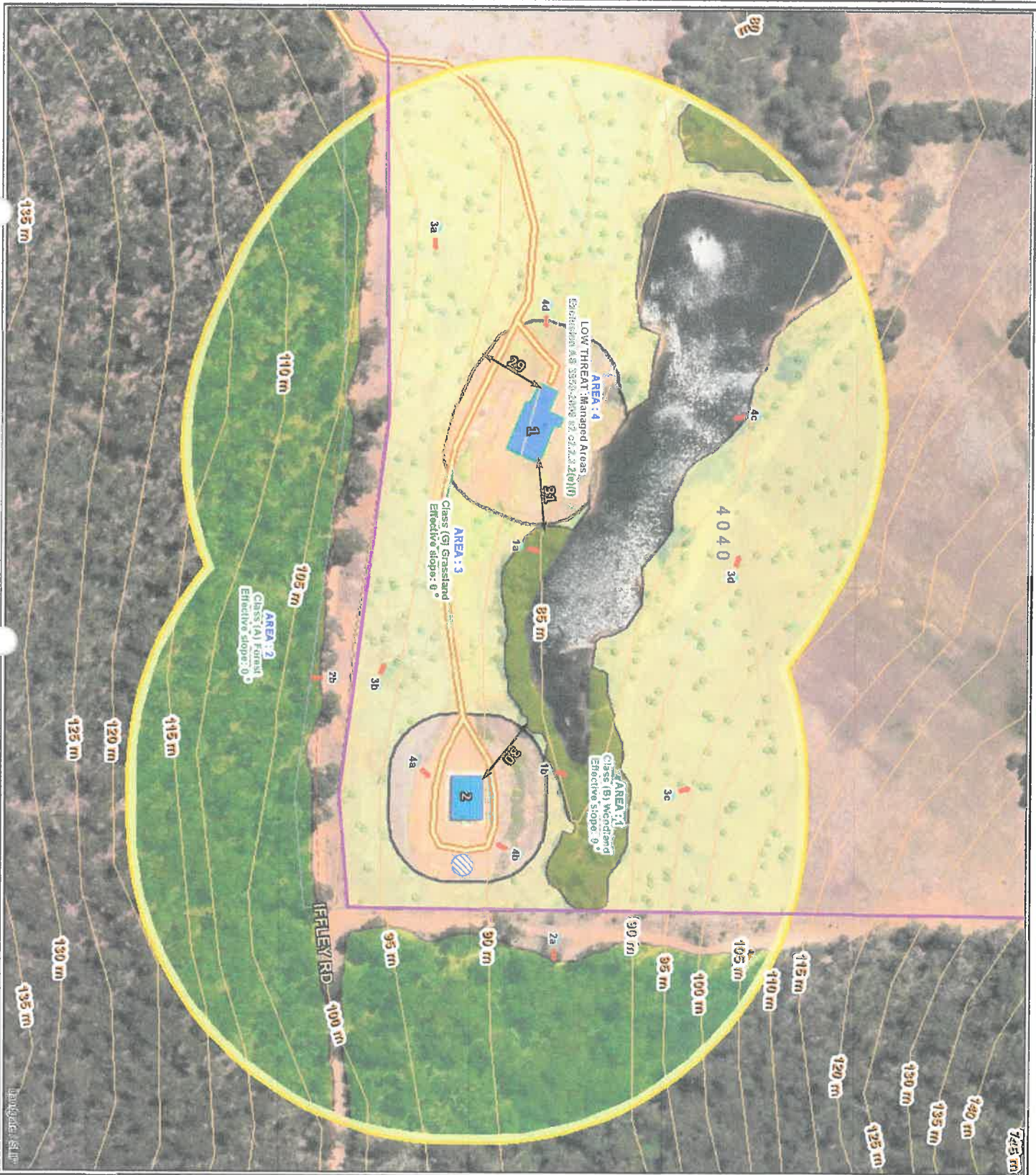
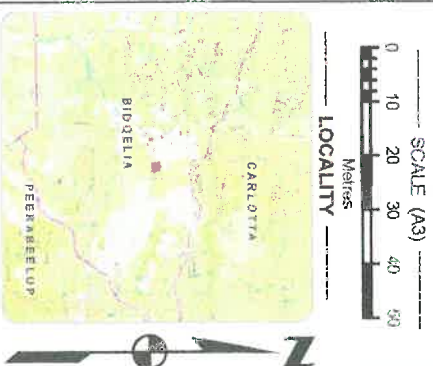
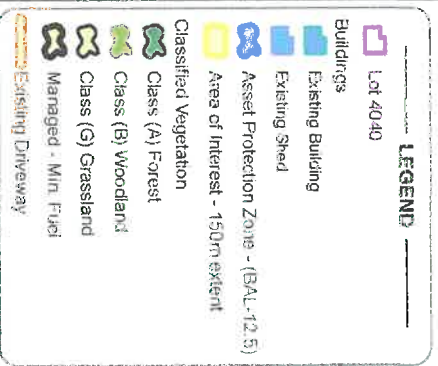




Figure 3.1.1

# Asset Protection Zones (APZ)

Lot 4040 (8757) Vasse Highway  
Biddella



Aerial Image: Landgate 2017



Consulting Services (C/S) 1001/1002, 2000-20  
Project: Map created on 17/06/2019  
Map created by: Nick Vignarajah

Disclaimer: This map has been prepared for the purpose of providing information only. It does not constitute a contract or any other legal document. The user of this map is advised to verify the accuracy of the information shown on this map with the relevant authorities. The user is responsible for any loss or damage caused by the use of this map.



## 3.2 Assessment Output

### 3.2.1 Indicative BAL Results Presented as a BAL Contour Map

#### Interpretation of the Bushfire Attack Level (BAL) Contour Map

The contour map will present different coloured contour intervals constructed around the classified bushfire prone vegetation. These represent the different Bushfire Attack Levels that exist at varying distances away from the classified vegetation.

Each BAL represents a set range of radiant heat flux (as defined by AS 3959-2009) that can be generated by the bushfire in that vegetation at that location.

The width of each shaded contour (i.e. the distance interval) will vary and is determined by consideration of variables including vegetation type, fuel structure, ground slope, climatic conditions. They are unique to a site and can vary across a site. The width of each contour is a diagrammatic expression of the separation distances from the classified vegetation that apply for each BAL rating, for that site.

A building (or 'area') located within any given BAL contour will be subject to that BAL rating and potentially multiple BAL ratings of which the highest rating will be applied.

Table 3.2.1: Vegetation separation distances applied to construct the BAL contours.

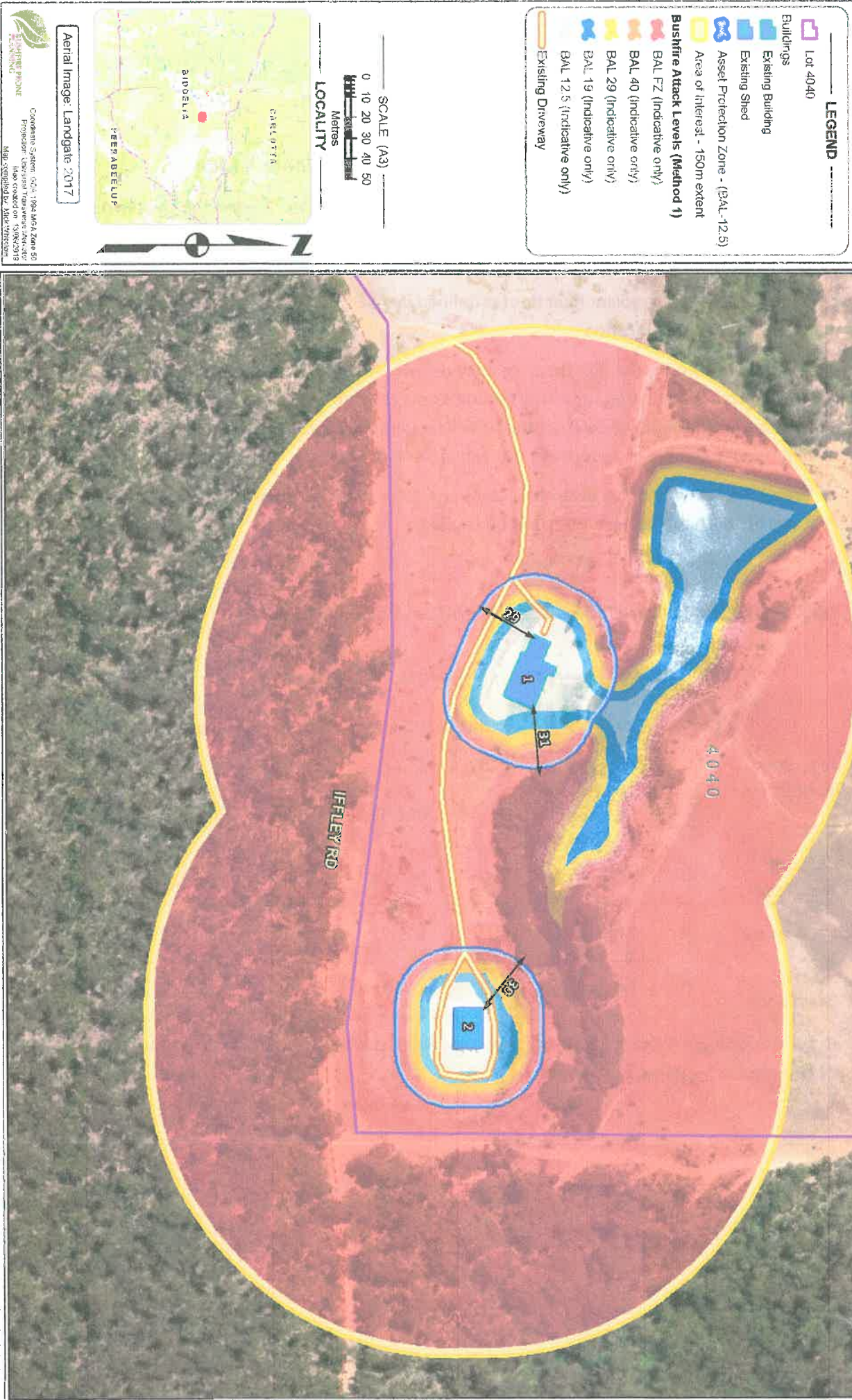
Derived Vegetation Separation Distances								
Vegetation Area	Vegetation Classification	Effective Slope (degrees)	BAL Assessment Method Applied <sup>1</sup>	BAL Rating and Corresponding Separation Distance (metres)				
				BAL-FZ	BAL-40	BAL-29	BAL-19	BAL12.5
1	Class B Woodland	0	Method 1	<10	10-<14	14-<20	20-<29	29-<100
2	Class A Forest	0	Method 1	<16	16-<21	21-<31	31-<42	42-<100
3	Class G Grassland	0	Method 1	<6	6-<8	8-<12	12-<17	17-<50

Method 1 as per AS 3959-2009 Table 2.4.3. The input variables applied, other than the calculation model defaults, are presented in Section 3.1 of this Plan.



**Figure 3.2**  
**Indicative BAL Contour Map**

Lot 4040 (8757) Vasse Highway  
Biddellia



### 3.2.2 Bushfire Attack Levels (BAL) Derived from The Contour Map

#### Deriving a BAL Rating from the BAL Contour Map Data

##### The BAL Rating is Assessed as Indicative

If the assessed BAL for the 'area' is stated as being 'indicative', it is because that 'area' is impacted by more than one BAL contour interval and/or classifiable vegetation remains on the lot, or on adjacent lots, that can influence a future building's BAL rating (and this vegetation may have been omitted from being contoured for planning purposes e.g. Grassland or when the assumption is made that all onsite vegetation can be removed and/or modified).

The BAL rating that will apply to any future building within that 'area' will be dependent on:

1. vegetation management onsite; and/or
2. vegetation remaining on adjacent lots; and/or
3. the actual location of the future building within that 'area'.

The required confirmation of the BAL rating must be done by a bushfire practitioner with the same level of accreditation as has been required to compile this Bushfire Management Plan.

Table 3.2.2: Indicative Bushfire Attack Levels for the Existing Buildings

Indicative Bushfire Attack Levels for the Existing Buildings	
Relevant Fire Danger Index (AS3959-2009 Table 2.1)	80
BAL Determination Method	Method 1 as per AS 3959-2009 s2.2.6 and Table 2.4.3. Refer to Appendix 2 this Plan
Building	Indicative BAL
#1 (House)	BAL-12.5
#2 (Shed)	BAL-12.5

## 4 Identification of Bushfire Hazard Issues

---

### Onsite Vegetation

The key assumption used to facilitate the determining of Bushfire Attack Levels on the Proposed development site is that vegetation onsite is under the control of the landowner and therefore can be removed or modified to present a low bushfire threat (Note: any proposed vegetation removal may be subject to local government approval, dependent on the lot's specific situation with respect to identified environmental protection areas and the lot size).

An indicative BAL 12.5 APZ has been applied to the existing buildings onsite (Figure 3.1.1). The majority of the area surrounding the existing dwellings is currently managed in a Low Threat State (Managed Grassland). It is expected that in the future this vegetation will continue to be maintained in a Low threat state as per the AS 3959-2009 s2.2.3.2 requirements and the Shire of Nannup Firebreak Notice.

Onsite vegetation within the proposed Asset Protection Zone (Figure 3.1.1 - Area 4 -- Low Threat) has been excluded from the BAL Contour mapping over the Lot as this vegetation will be maintained in a low threat state.

### Offsite Vegetation

Vegetation offsite is not within the control of the landowner and therefore the vegetation cannot be removed or modified. As a result, the BAL impact from these vegetation areas is unable to be reduced.



## 5 Assessment Against the Bushfire Protection Criteria (BPC)

### 5.1 Bushfire Protection Criteria - Assessment Summary

#### Summarised Outcome of the Assessment Against the Bushfire Protection Criteria (BPC)

Element	Basis for the Assessment of Achieving the Intent of the Element			
	Achieves compliance with the Element through meeting Acceptable Solutions		Achieves compliance with the Element by application of a Performance Based Solution	Minor or Unavoidable Development
	Meets all relevant acceptable solutions	One or more relevant Acceptable Solutions are not <u>fully</u> met. A <u>variation</u> of the solution is provided and justified.	One or more applicable Acceptable Solutions are not met. A solution is developed with the summary presented in this Plan in Section 5.5. The supporting document presenting Bushfire Prone Planning's detailed methodology is submitted separately to the decision makers.	The required supporting statements are presented in this Plan.
Location	✓			N/A
Siting and Design of Development	✓			
Vehicular Access	No			
Water	✓			

The subject Proposal has been assessed against:

1. The requirements established in Appendix 4 of the Guidelines for Planning in Bushfire Prone Areas, WAPC 2017 v1.3 (the 'Guidelines'). The detail, including technical construction requirements, are found at <https://www.planning.wa.gov.au/8194.aspx>.

## 5.2 Bushfire Protection Criteria – Acceptable Solutions Assessment Detail

### 5.2.1 Element 1: Location

#### Bushfire Protection Criteria Element 1: Location

Assessment Statements and Bushfire Protection Measures to be Applied

**Intent:** To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure.

Acceptable Solution:	A1.1: Development Location	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution is fully met.
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The proposed development achieves compliance by:

- Ensuring the existing buildings are located on an area that will be subject to potential radiant heat from a bushfire not exceeding 29 kW/m<sup>2</sup> (i.e. a BAL rating of BAL-29 or less will apply).
- Managing the remaining bushfire risk to an acceptable level by the existence/implementation and ongoing maintenance of all required bushfire protection measures, as identified within this Plan. These measures include the requirements for vegetation management, vehicular access and firefighting water supply.

### 5.2.2 Element 2: Siting and Design of Development

#### Bushfire Protection Criteria Element 2: Siting and Design of Development

Assessment Statements and Bushfire Protection Measures to be Applied

**Intent:** To ensure that the siting and design of development (note: not building/construction design) minimises the level of bushfire impact.

Acceptable Solution:	A2.1: Asset Protection Zone	Method of achieving Element compliance and/or the Intent of the Element:	The acceptable solution is fully met.
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The proposed development achieves compliance by:

- Ensuring the existing buildings can establish an APZ of the required dimensions - to ensure that the potential radiant heat from a bushfire to impact the buildings/areas, does not exceed 29 kW/m<sup>2</sup>
- The APZ/s are fully established within the lot boundary; and
- The landowner/s having the responsibility of continuing to manage the required APZ as low threat vegetation in a minimal fuel state, by maintaining the APZ to the required dimensions and standard, including compliance with the local government's annual firebreak notice.
- This assessment is reliant on the surrounding land (Area 4) being maintained in a low fuel condition as per the Shire of Nannup Firebreak Notice, reflecting the state of the vegetation at the time of the assessment.



### 5.2.3 Element 3: Vehicular Access

#### Bushfire Protection Criteria Element 3: Vehicular Access Assessment Statements and Bushfire Protection Measures to be Applied

**Intent:** To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event.

<b>Acceptable Solution:</b>	<b>A3.1: Two access routes</b>	<b>Method of achieving Element compliance and/or the Intent of the Element:</b>	<b><u>The acceptable solution is not met.</u></b>
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The site is accessed via a private driveway that directly links onto Vasse Highway and forms part of Iffley Road. Vasse highway provides options for travel in two different directions. Iffley Road is part of is a large dead-end-road network and only provides a single option of travel West of the development site (towards Vasse Highway). The proposed development is located approximately 1300m from Vasse Highway which provides options to travel in two different directions.

<b>Acceptable Solution:</b>	<b>A3.2 Public Road</b>	<b>Method of achieving Element compliance and/or the Intent of the Element:</b>	<b>The acceptable solution is fully met.</b>
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Iffley Road (West of the development site) is a public road constructed to the required standards. The proposed development is located approximately 1300m from Vasse Highway (public road) which provides options to travel in two different directions.

<b>Acceptable Solution:</b>	<b>A3.3 Cul-de-sacs (including a dead-end road)</b>	<b>Method of achieving Element compliance and/or the Intent of the Element:</b>	<b><u>The acceptable solution is not met.</u></b>
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Iffley Road is part of is a large dead-end-road network, the proposed development is located approximately 1300m from Vasse Highway which provides options to travel in two different directions.

<b>Acceptable Solution:</b>	<b>A3.5: Private Driveways</b>	<b>Method of achieving Element compliance and/or the Intent of the Element:</b>	<b>The acceptable solution is fully met.</b>
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The existing private driveway has been constructed in accordance with the technical requirements established by the Guidelines.

<b>Acceptable Solution:</b>	<b>A3.8 Firebreak Width</b>	<b>Method of achieving Element compliance and/or the Intent of the Element:</b>	<b>The acceptable solution is fully met.</b>
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The existing Lot complies with the requirements of the local government annual firebreak notice issued under s33 of the Bush Fires Act 1954.

## 5.2.4 Element 4: Water

### Bushfire Protection Criteria Element 4: Water Assessment Statements and Bushfire Protection Measures to be Applied

**Intent:** To ensure water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire.

Acceptable Solution:	A4.3 Non-reticulated Areas (Individual Lots)	Method of achieving Element compliance and/or the Intent of the Element:	<b>The acceptable solution will be fully met in the future (at a later planning stage).</b>
----------------------	--	--	---

A reticulated water supply is not currently available at the subject site. As part of this proposal a dedicated static water supply will be installed onsite with a minimum 10, 000 litre capacity to be made available for firefighting purposes (Refer to Figure 3.1)

## 5.3 Additional Information for Required Bushfire Protection Measures

The purpose of this section of the Plan is to detail specific onsite vegetation management requirements such as the APZ dimensions, management of Public Open Space or application of landscaping plans.

An Indicative BAL 12.5 APZ has been applied to the existing buildings onsite (Figure 3.1.1). The majority of the area surrounding the existing dwellings is currently managed in a Low Threat State (Managed Grassland). It is expected that in the future this vegetation will continue to be maintained in a Low threat state as per the AS 3959-2009 s2.2.3.2 requirements and the Shire of Nannup Firebreak Notice.

The vegetation separation distances that are to apply to the APZ for this Proposal are presented below.

Indicative BAL Rating of BAL 12.5				
Relevant Fire Danger Index (AS3959-2009 Table 2.1)				80
BAL Determination Method		Method 1 (as per AS 3959-2009 s2.2.6 and Table 2.4.3)		
Vegetation Area	Applied Vegetation Classification	Effective Slope (degrees)	‘Planning’ BAL	Required Separation Distance (metres)
1	Class B Woodland	0	BAL-12.5	29
2	Class A Forest	0		42
3	Class G Grassland	0		17
This requirement has been established through the State bushfire provisions, SPP 3.7 and the associated Guidelines, as being a key compliance requirement for development proposals in WA.				

## 5.4 Bushfire Response/Evacuation Advice – Risk Analysis

### Proposed Use and Occupants

**Proposed Use:** Short Stay Accommodation/ Workers Accommodation

**Potential Occupants:** Adults/Youth

**Potential Occupant Issues:** Non-English reading/speaking – Potentially not familiar with the local area

**Special Health Considerations:** N/a

**Are occupants needs better suited to evacuation as a first choice?** Yes

### Site Issues

**Building Construction:** Existing buildings not built to the AS 3959 standards

**Is the building likely to be impacted by significant radiant heat?** No

**Is a defensible space available?** Yes

**Are the grounds maintained?** Yes

### Access/egress – accessibility/choice:

**Vehicle vs Pedestrian:** Vehicle

**Road Safety:** Public Road access not readily available (Vasse Hwy Approx. 1.3km away)

**Road Network – Options:** One - way vehicle access/egress (Iffley Road) – (Vasse Highway – two-way access)

**Are routes through bushfire prone vegetation: Implications, level of threat.** Yes – Forest, Woodland & Grassland

### Existing Fire Fighting Infrastructure

**Emergency services:** Nannup Bushfire Brigade

**Water Supplies:** No Reticulated Water - Emergency firefighting water (Tank) available on site

### Evacuation Considerations

**Destinations:** Nannup Townsite (30 km)

**Movement: private/other vehicles, community vehicle, pedestrian:** Private Vehicles

**Requirement for ambulance or other special transport:** N/a

### Shelter in the Building Considerations

**Is the property maintained free of fuel and litter in gutters and around buildings?** - Yes

**Is the building constructed to minimise the impact of a bushfire and have an APZ constructed and maintained to the Standard?** – No, not built to the AS 3959 standards – Onsite vegetation around the buildings is managed – BAL 12.5 Asset Protection Zone can be achieved.

**Is there access to an onsite refuge/amenity away from the direct threat of bushfire?** Yes

**Is their disabled access to shelter?** Yes

**Is sufficient supervision of occupants likely?** Yes

## **Consultant's Recommendation**

After consideration of:

1. The assessment against the bushfire protection criteria; and
2. The Bushfire Response/Evacuation risk analysis

The practical solutions to provide for the safety of occupants and improve the bushfire resilience of existing buildings on site, are presented in this Bushfire Management Plan as:

1. Any requirements established by the Bushfire Protection Criteria that can be complied with.
2. The Bushfire Response/Evacuation Advice – Information to Display
3. Landowner/Occupier responsibilities to inform occupants regarding awareness and actions to take in response to bushfire

In the event of a bushfire impacting the property the occupants should evacuate the building and property (if safe to do so) as directed by the relevant hazard management authority and the Bushfire Response/Evacuation Advice.

## 6 Responsibilities for Implementation and Management of the Bushfire Protection Measures

**Table 6.1: BMP Implementation responsibilities (Landowner)**

<b>LANDOWNER (DEVELOPER)</b>	
No.	Implementation Actions
1	<p>The local government may condition a development application approval with a requirement for the landowner/proponent to register a notification onto the certificate of title (it may also need to be included on the deposited plan).</p> <p>This will be done pursuant to Section 70A Transfer of Land Act 1893 as amended ('Factors affecting use and enjoyment of land, notification on title:'). This is to give notice of the bushfire hazard and any restrictions and/or protective measures required to be maintained at the owner's cost.</p> <p>This condition ensures that:</p> <ol style="list-style-type: none"> <li>1. Landowners/proponents are aware their lot is in a designated bushfire prone area and of their obligations to apply the stated bushfire risk management measures; and</li> <li>2. Potential purchasers are alerted to the Bushfire Management Plan so that future landowners/proponents can continue to apply the bushfire risk management measures that have been established in the Plan.</li> </ol>
2	<p>The entity responsible for having the BMP prepared should ensure that anyone listed as having responsibility under the Plan has endorsed it and is provided with a copy for their information and informed that it contains their responsibilities. This includes the landowners/proponents, local government and any other authorities or referral agencies ('Guidelines' s4.6.3).</p>
3	<p>Prior to occupancy, establish the Asset Protection Zone (APZ) on the lot to the dimensions and standard stated in the BMP. (Figure 3.1.1)</p>
4	<p>Prior to occupancy, certain information contained within the bushfire response/evacuation plan separate to this Bushfire Management Plan, must be displayed in the building – as directed in that advice.</p>
5	<p>Prior to occupancy, install/ upgrade the required emergency static water supply (10,000 litre tank within the lot) and associated vehicle access, to the standards stated in the BMP.</p>
6	<p>Prior to occupancy, install/ upgrade the private driveway (vehicle access/ egress for the site) to the standards stated in the BMP.</p>

Table 6.2: Ongoing management responsibilities for the Landowner/Occupier.

<b>LANDOWNER/OCCUPIER - ONGOING</b>	
No.	Ongoing Management Actions
1	Maintain the Asset Protection Zone (APZ) to the dimensions and standard stated in the BMP
2	Comply with the Shire of Nannup Firebreak and Fuel Hazard Reduction Notice issued under s33 of the Bush Fires Act 1954.
3	Maintain vehicular access routes to the required surface condition and clearances as stated in the BMP.
4	Ensure that any builders (of future structures on the lot) are aware of the existence of this Bushfire Management Plan and the responsibilities it contains regarding the application of construction standards corresponding to a determined BAL rating.
5	The bushfire response/evacuation plan contains information that is required to be displayed and available to inform all occupants. This information must continue to be updated and displayed as instructed, to ensure the content does not become outdated.
6	Maintain the emergency water supply tank and its associated fittings and vehicular access in good working condition.

Table 6.3: Ongoing management responsibilities for the Local Government.

<b>LOCAL GOVERNMENT - ONGOING</b>	
No.	Ongoing Management Actions
1	Monitor landowner compliance with the Bushfire Management Plan and the annual Shire of Nannup Firebreak and Fuel Hazard Reduction Notice.



## Appendix 1 - Onsite Vegetation Management Technical Requirements

It is the responsibility of the landowner to maintain the established bushfire protection measures on their property. Not complying with these responsibilities can result in buildings being subject to a greater potential impact from bushfire than that determined by the assessed BAL rating presented in this Bushfire Management Plan.

For the management of vegetation within a lot (i.e. onsite) the following technical requirements exist:

1. **The APZ:** Installing and maintaining an asset protection zone (APZ) of the required dimensions to the standard established by the Guidelines for Planning in Bushfire Prone Areas (WA Planning Commission, as amended). When, due to the planning stage of the proposal to which this Bushfire Management Plan applies, defined APZ dimensions are known and are to be applied to existing or future buildings – then these dimensions are stated in this Plan.
2. **The Firebreak/Fuel Load Notice:** Complying with the requirements established by the relevant local government's annual firebreak notice issued under s33 of the Bushfires Act 1954. Note: If an APZ requirement is included in the Notice, the standards and dimensions may differ from the Guideline's APZ Standard – the larger dimension must be complied with.
3. **Changes to Vegetated/Non-Vegetated Areas:**
  - a. If applicable to this Plan, the minimum separation distance from any classified vegetation, that corresponds to the determined BAL for a proposed building, must be maintained as either a non-vegetated area or as low threat vegetation managed to a minimal fuel condition as per AS 3959-2009 s2.2.3.2 (e) and (f). Refer to Part 4 of this Appendix 1.
  - b. Must not alter the composition of onsite areas of classified vegetation (as assessed and presented in Section 3.1.2) to the extent that would require their classification to be changed to a higher bushfire threat classification (as per AS 3959-2009); and
  - c. Must not allow areas within a lot (i.e. onsite) that have been:
    - i. excluded from classification by being low threat vegetation or non-vegetated; and
    - ii. form part of the assessed separation distance that is determining a BAL rating -
 ...to become vegetated to the extent they no longer represent a low threat (refer to Part 4 of Appendix 1). Note: The vegetation classification exclusion specifications as established by AS 3959-2009 s2.2.3.2, are included at A1.4 below for reference.



## 1. Requirements Established by the Guidelines – the Asset Protection Zone (APZ) Standards

(Source: Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 Appendix 4, Element 2, Schedule 1 and Explanatory Note E2.1)

### Defining the Asset Protection Zone (APZ)

**Description:** An APZ is an area surrounding a building that is managed to reduce the bushfire hazard to an acceptable level (by reducing fuel loads). The width of the required APZ varies with slope and vegetation. For planning applications, the minimum sized acceptable APZ is that which is of sufficient size to ensure the potential radiant heat impact of a fire does not exceed 29kW/m<sup>2</sup> (BAL-29). It will be site specific.

The APZ may include public roads, waterways, footpaths, buildings, rocky outcrops, golf courses, maintained parkland as well as cultivated gardens in an urban context, but does not include grassland or vegetation on a neighbouring rural lot, farmland, wetland reserves and unmanaged public reserves.

For subdivision planning, design elements and excluded/low threat vegetation adjacent to the lot can be utilised to achieve the required vegetation separation distances and therefore reduce the required dimensions of the APZ within the lot.

**Defendable Space:** The APZ includes a defendable space which is an area adjoining the asset within which firefighting operations can be undertaken to defend the structure. Vegetation within the defendable space should be kept at an absolute minimum and the area should be free from combustible items and obstructions. The width of the defendable space is dependent on the space which is available on the property, but as a minimum should be 3 metres.

**Establishment:** The APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity.

*Note: Regardless of whether an Asset Protection Zone exists in accordance with the acceptable solutions and is appropriately maintained, fire fighters are not obliged to protect an asset if they think the separation distance between the dwelling and vegetation that can be involved in a bushfire, is unsafe.*

### Schedule 1: Standards for APZ

**Fences:** within the APZ are constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used.

**Objects:** within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building i.e. windows and doors.

**Fine Fuel Load:** combustible dead vegetation matter less than 6 mm in thickness reduced to and maintained at an average of two tonnes per hectare (example below).

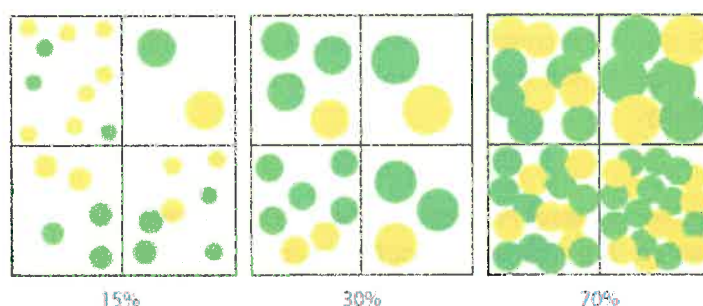
### Example Fine Fuel Load of Two Tonnes per Hectare



(Image source: Shire of Augusta Margaret River's Firebreak and Fuel Reduction Hazard Notice)

**Trees (> 5 metres in height):** trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy. Diagram below represents tree canopy cover at maturity.

*Tree canopy cover – ranging from 15 to 70 per cent at maturity*



(Source: Guidelines for Planning in Bushfire Prone Areas 2017, Appendix 4)

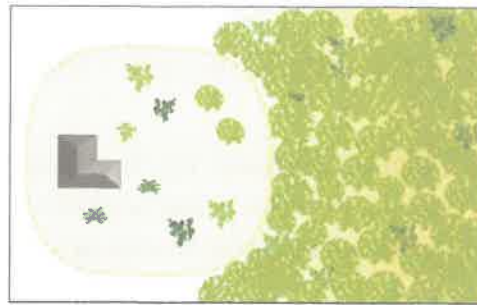
**Shrubs (0.5 metres to 5 metres in height):** should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m<sup>2</sup> in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees.

**Ground covers (<0.5 metres in height):** can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 mm in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.

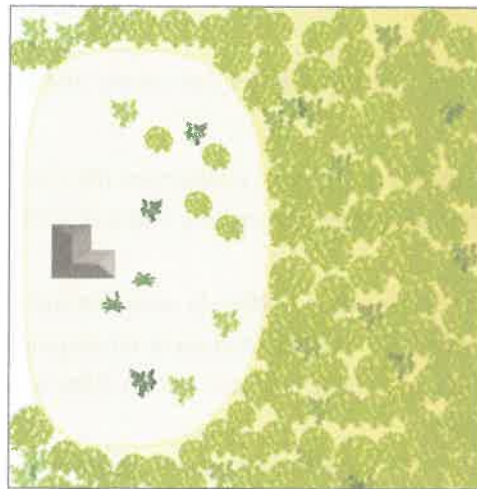
**Grass:** should be managed to maintain a height of 100 mm or less.

The following example diagrams illustrate how the required dimensions of the APZ will be determined by the type and location of the vegetation.

Hazard on one side  
APZ



Hazard on three sides  
APZ



## 2. Requirements Established by the Local Government – the Firebreak Notice

These requirements are established by the relevant local government's Firebreak Notice created under s33 of the Bushfires Act 1954 and issued annually (potentially with revisions). The Notice may include additional components directed at managing fuel loads, accessibility and general property management with respect to limiting potential bushfire impact.

The relevant local government's current Firebreak Notice is available on their website, at their offices and is distributed as ratepayer's information. It must be complied with.

If Asset Protection Zone technical requirements are defined in the Notice, the standards and dimensions may differ from the Guideline's APZ Standards, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with.

When, due to the planning stage of the proposal to which this Bushfire Management Plan applies, defined APZ dimensions are known and are to be applied to existing or future buildings – then these dimensions are stated in this Plan.

## 3. Requirements Recommended by DFES – Property Protection Checklists

Further guidance regarding ongoing/lasting property protection (from potential bushfire impact) is presented in the publication 'DFES – Fire Chat – Your Bushfire Protection Toolkit'. It is available from the Department of Fire and Emergency Services (DFES) website.

#### 4. Requirements Established by AS 3959-2009 - Maintaining Areas within your Lot as 'Low Threat'

This information is provided for reference purposes. This knowledge will assist the landowner to comply with Management Requirement No. 3 set out in the Guidance Panel at the start of this Appendix. It identifies what is required for an area of land to be excluded from classification as a potential bushfire threat.

*"Australian Standard - AS 3959-2009 Section 2.2.3.2: Exclusions - Low threat vegetation and non-vegetated areas:*

*The Bushfire Attack Level shall be classified BAL-LOW where the vegetation is one or a combination of the following:*

- a) Vegetation of any type that is more than 100m from the site.*
- b) Single areas of vegetation less than 1ha in area and not within 100m of other areas of vegetation being classified.*
- c) Multiple area of vegetation less than 0.25ha in area and not within 20m of the site or each other.*
- d) Strips of vegetation less than 20m in width (measured perpendicular to the elevation exposed to the strip of vegetation) regardless of length and not within 20m of the site or each other, or other areas of vegetation being classified.*
- e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.*
- f) Low threat vegetation, including grassland managed in a **minimal fuel condition** (i.e. insufficient fuel available to significantly increase the severity of a bushfire attack – recognisable as short cropped grass to a nominal height of 100mm for example), maintained lawns, golf courses, maintained public reserves and parklands, vineyards, orchards, cultivated gardens, commercial nurseries, nature strips and windbreaks."*

## Appendix 2 - Vehicular Access Technical Requirements

Each local government may have their own standard technical requirements for emergency vehicular access and they may vary from those stated in the Guidelines.

Contact the relevant local government for the requirements that are to apply in addition to the requirements set out as an acceptable solution in the Guidelines. If the relevant local government requires that these are included in the Bushfire Management Plan, they will be included in this appendix and referenced.

### Requirements Established by the Guidelines – The Acceptable Solutions

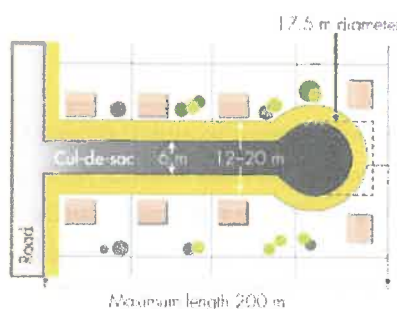
(Source: Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4)

#### Vehicular Access Technical Requirements - Part 1

##### Acceptable Solution 3.3: Cul-de-sacs (including a dead-end road)

Their use in bushfire prone areas should be avoided. Where no alternative exists then the following requirements are to be achieved:

- Maximum length is 200m. If public emergency access is provided between cul-de-sac heads (as a right of way or public access easement in gross), the maximum length can be increased to 600m provided no more than 8 lots are serviced and the emergency access way is less than 600m in length;
- Turnaround area requirements, including a minimum 17.5m diameter head to allow type 3.4 fire appliances to turn around safely;
- The cul-de-sac connects to a public road that allows for travel in two directions; and
- Meet the additional design requirements set out in Part 2 of this appendix.



##### Acceptable Solution 3.5: Private Driveways

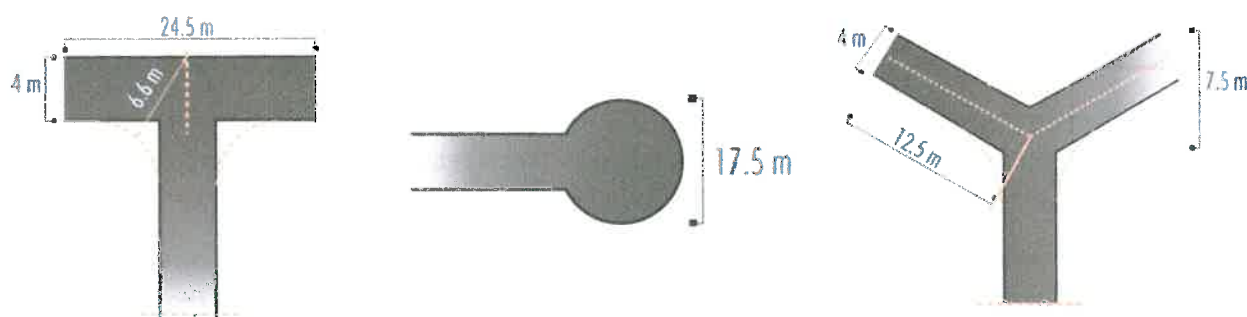
The following requirements are to be achieved:

- The design requirements set out in Part 2 of this appendix; and

Where the house site is more than 50 metres from a public road:

- Passing bays every 200 metres with a minimum length of 20 metres and a minimum width of two metres (ie combined width of the passing bay and constructed private driveway to be a minimum six metres);
- Turn-around areas every 500 metres and within 50 metres of a house, designed to accommodate type 3.4 fire appliances to turn around safely (ie kerb to kerb 17.5 metres);
- Any bridges or culverts are able to support a minimum weight capacity of 15 tonnes; and
- All weather surface (i.e. compacted gravel, limestone or sealed).





### Acceptable Solution 3.8: Firebreak Width

Lots greater than 0.5 hectares must have an internal perimeter firebreak of a minimum width of three meters or to the level as prescribed in the local firebreak notice issued by the local government.

### Vehicular Access Technical Requirements - Part 2

Technical Component	Vehicular Access Types				
	Public Roads	Cul-de-sacs	Private Driveways	Emergency Access Ways	Fire Service Access Routes
Minimum trafficable surface (m)	6*	6	4	6*	6*
Horizontal clearance (m)	6	6	6	6	6
Vertical clearance (m)	4.5	4.5	4.5	4.5	4.5
Maximum grade <50 metres	1 in 10	1 in 10	1 in 10	1 in 10	1 in 10
Minimum weight capacity (t)	15	15	15	15	15
Maximum cross-fall	1 in 33	1 in 33	1 in 33	1 in 33	1 in 33
Curves minimum inner radius (m)	8.5	8.5	8.5	8.5	8.5

\* A six metre trafficable surface does not necessarily mean paving width. It could, for example, include four metres of paving and one metre of constructed road shoulders. In special circumstances, where 8 lots or less are being serviced, a public road with a minimum trafficable surface of four metres for a maximum distance of ninety metres may be provided subject to the approval of both the local government and DFES.

## Appendix 3 - Water Technical Requirements

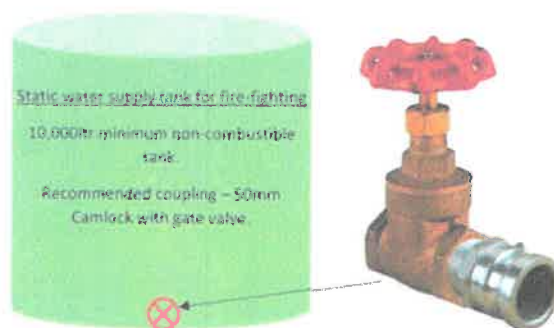
### Requirements Established by the Guidelines - Acceptable Solution A4.3: Non-Reticulated Areas – Single Lot

Each local government may have their own standard technical requirements for firefighting water supplies and they may vary from those stated in the Guidelines.

Contact the relevant local government for the requirements that are to apply in addition to the requirements set out as an acceptable solution in the Guidelines. If the relevant local government requires that these are included in the Bushfire Management Plan, they will be included in this appendix and referenced.

**Table A4.1:** The acceptable solution as contained in the Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4, Element 4 – with example construction / coupling requirements from various sources including FESA (DFES) Operational Circular 07/2011 and Planning for Bushfire Protection Guidelines WAPC 2010.

Technical Requirements for Static Water Supply (example only – check with local government)	
Application:	Single lots above 500 m <sup>2</sup> need a dedicated static water supply on the lot. This solution is only for use if creating one additional lot and cannot be applied cumulatively.
Volume:	Minimum 10,000 litres per tank dedicated to firefighting purposes. The storage tank must not facilitate sharing the water for domestic use due to the danger of contamination.
Tank Construction:	Above ground tanks constructed using concrete or metal.
Pipe Construction:	Galvanised or copper (PVC if buried at least 300mm below ground).
Vehicle Access:	Hardstand and turnaround area suitable for a 3.4 appliance (i.e. kerb to kerb 17.5metres) is provided at the tank.
Couplings:	Tanks are to be fitted with a full flow gate valve (not ball valve) and a 50mm or 100mm cam-lock coupling of metal/alloy construction (example below).
Responsibility:	A procedure must be in place to ensure that water tanks are maintained at or above designated capacity always.





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## Bushfire Evacuation (Response) Plan

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Lot 4040 (8757) Vasse Highway, Biddelia

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Shire of Nannup

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Date Created: 14 June 2019

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Bushfire Management  
Plan Number: 180824

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## BPP Group Pty Ltd t/a Bushfire Prone Planning

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### Disclaimer



The measures contained in this Bushfire Management Plan are considered to be minimum standards and they do not guarantee that a building will not be damaged in a bushfire, persons injured, or fatalities occur either on the subject site or off the site while evacuating. This is substantially due to the unpredictable nature and behaviour of fire and extreme weather conditions. Additionally, the correct implementation of the required bushfire protection measures (and any associated response/evacuation plan if applicable) will depend, among other things, on the actions of the landowners or occupiers over which Bushfire Prone Planning has no control.

All surveys, forecasts, projections and recommendations made in this report associated with the project are made in good faith based on information available to Bushfire Prone Planning at the time.

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# Document Control

Version	Version Details	Date Submitted
1.0	Original Document	14-Jun-19
Co-author	Accreditation	Signature
Mike Scott	BPAD Level 3 - No. 27795	
Co-author		
Mick Whitelaw	BPAD Level 2 - No. 37265	

## Document Content Compliance Statement

*This Bushfire Management Plan (the Plan) provides the required information to address State Planning Policy No. 3.7: Planning in Bushfire Prone Areas - December 2015 (SPP 3.7), the associated Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 (Guidelines), and any additional information as directed by the WA Planning Commission (WA Department of Planning, Lands and Heritage). It is fit for accompanying a planning application.*

Simple DA BMP Template v1.0

# 1 Purpose of the Bushfire Evacuation (Response) Plan

The intent of this Bushfire Evacuation (Response) Plan is to provide strategic guidance to the owners and occupants of the subject property with respect to:

1. Provision of information and tools to assist with preparation for a future bushfire event; and
2. Provide actionable guidance in the event of a bushfire threatening the property.

The content of this Plan is specifically targeted at persons who do not have the skills or experience to accurately determine the potential risk and behaviour of a bushfire. Therefore, it is not a technical document and the emphasis is on the safety of lives rather than preservation of property. As a result, the guidance provided in this Plan is based on information that is easily obtained and incorporating a large safety margin into the required timing of response actions.

This Plan has been developed for the occupants of **Lot 4040 (8757) Vasse Highway, Biddelia**

## 1.1 Compliance

The development and content of this Bushfire Evacuation Plan is aligned to the directions given through the following policies and guidelines:

- Evacuation Planning Handbook 4, 3rd edition (2013) AEMI;
- State Planning Policy 3.7 – Planning in Bushfire Prone Areas (December 2015);
- Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3;
- Australian Standards (AS) 3959-2009 Construction of buildings in bushfire prone- areas;
- Bush Fires Act 1954 (as amended); and
- AS 3745-2010 Planning for Emergencies in Facilities
- Shire of Nannup Firebreak and Fuel Hazard Reduction Notice
- Shire of Nannup Local Emergency Management Arrangements (2018)
- Shire of Nannup Local Planning Policy (LPP - 21) Bush-fire-management
- DRAFT Position Statement: Tourism land uses within bushfire prone areas (DPLH - Dec 2018)

## 2 Annual Plan Review and Practice Log

### IMPORTANT

Prior to the start of each bushfire season it should be reviewed, revised where necessary and the required responses practiced. A bushfire can be a traumatic event that may include loud sirens, fire alarms, intense heat and reduced visibility in the form of smoke. Where possible, landowners should prepare both physically and mentally for such an event focusing on the conditions they may be exposed to should a bushfire impact the site. Plan revisions should reflect changes in technology, personnel, and procedures.

In the nominated Emergency Assembly Building:

1. The latest version of the Plan must be available; and
2. The Evacuation Planning Map/s & the Bushfire Response Zones Map

### Site Specific Information

- Iffley Road is a Dead-End Road to the East. Iffley Road only provides limited access and egress in a single direction (West)
- Early evacuation of the site prior to a bushfire impacting the site or the nominated access routes is essential. Do not wait and see. Evacuate early.
- The landowner/ property manager shall ensure that the evacuation plan and routes are evaluated and updated annually to ensure these remain current and relevant.
- Sheltering in the existing dwelling differs vastly from a Refuge Building or Refuge Open space. Early evacuation before a bushfire starts should always be the priority.

Responsible Persons Onsite		
Position	Name	Contact Details (mobile)
Manager	Murray McKinley	0409 845 769

### 3 Key Site Information

<b><u>Lot 4040 (8757) Vasse Highway, Biddelia</u></b>		
<b>Property Size</b>	55 Hectares	
<b>Onsite vegetation</b>	Low Threat - Managed Vegetation, Woodland & Grassland	
<b>Offsite vegetation</b>	Forest	
<b>Nearest Road</b>	Iffley Road	
<b>Name of Nearest Cross Road</b>	Iffley Road Vs Vasse Highway	Approx. 1300 metres
<b>Access &amp; Egress</b>	Vasse Highway provides options for travel in two different directions	
<b>Nearest Town</b>	Nannup (30km) or Pemberton (50km)	
<b>Are occupants permanent or transient?</b>	Permanent & transient – Caretaker & Workers Accommodation	
<b>Are occupants disabled, medically dependent, young children or elderly?</b>	Unlikely	
<b>Water Supply</b>	<ul style="list-style-type: none"> <li>No Reticulated Water Available</li> <li>Dedicated Firefighting Water tanks onsite (&gt;10k)</li> </ul>	
<b>Maximum occupants onsite</b>	Max overnight occupants = Estimated @ 10	
<b>Caretaker onsite</b>	Yes – Manager (Murray McKinley)	
<b>Assets on site</b>	<ul style="list-style-type: none"> <li>1 Homestead</li> <li>1 Shed (Workers Accommodation)</li> </ul>	
<b>Hazards on site</b>	N/a	

## 4 Evacuation Travel Routes

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In the event of a fire emergency the Hazard Management Authority (Department of Fire & Emergency Services) will assess the need to recommend the evacuation of an area under threat. This assessment is undertaken by the Incident Controller (IC). The IC will then liaise with a representative of the Department of Communities and the relevant local government authority an appropriate evacuation/ welfare centre will be determined. The location of the recommended evacuation/ welfare centre will be published via the media (radio and TV) also within social media options.

### **Northern Evacuation Route**

#### **Nannup Townsite (30km)**

Follow the Private Driveway West to Iffley Road. Head West on Iffley Road for Vasse Highway. Travel North on Vasse Highway for the Brockman Highway. Head North on Brockman Highway for Nannup Townsite.

1. Follow the Private Driveway to Iffley Road (380m)
2. Turn Right onto Iffley Road towards Vasse Highway (1300m)
3. Turn Right onto Vasse Highway towards the Brockman Highway (27.4km)
4. Turn Right onto the Vasse Highway for Nannup townsite (2km)
5. Arrive Nannup townsite

### **Southern Evacuation Route**

#### **Pemberton Townsite (50km)**

Follow the Private Driveway West to Iffley Road. Head West on Iffley Road for Vasse Highway. Travel South on Vasse Highway for Brockman Street/Vasse Highway. Travel North East on Brockman Street/Vasse Highway.

1. Follow the Private Driveway to Iffley Road (380m)
2. Turn Right onto Iffley Road towards Vasse Highway (1300m)
3. Turn Left onto Vasse Highway towards the Brockman Street/Vasse Highway (43.7km)
4. Turn Left onto the Brockman Street/Vasse Highway for Pemberton townsite (4km)
5. Arrive Pemberton townsite



## 5 Emergency Contacts

Name of Organisation	Service	Phone Number Web Site
<b>State Contacts</b>		
Life Threatening Emergencies	Fire / Ambulance / Police	000
Department of Fire & Emergency Services (DFES)	Emergency Information	13 3337 <a href="http://www.emergency.wa.gov.au">www.emergency.wa.gov.au</a>
Department of Fire & Emergency Services (DFES)	Recorded Information Line	1300 657 209
Bureau of Meteorology (BOM)	Recorded Information Line	1300 659 213
State Emergency Service (SES)	Various Emergency Services	132 500
St John Ambulance	Emergency Medical/Transport	000 / 9538 3322
Red Cross	Emergency Humanitarian Assistance	9225 8888 (all hours)
Salvation Army	Social Services Care Line	1300 36 36 22
Sir Charles Gardiner Hospital	Medical Services	(08) 9346 3333
Princess Margaret Hospital	Medical Services	(08) 9340 8222
Margaret River Hospital	Medical Services	9757 0400
Manjimup Hospital	Medical Services	9772 5100
Busselton Hospital	Medical Services	9753 6000
<b>Local Contacts</b>		
Fire Control Officer (Carlotta)	Ian Wishart	0427 561 164
Fire Control Officer (Nannup)	Rob Bootsma	0429 318 763
Emergency Services/ Shire	CESM/ Rangers	9756 1018 / 0429 318 763

## 6 Bushfire Emergency - Awareness

### 6.1 Bushfire Response Zones Map

The Bushfire Response Zones Map identifies the two bushfire response zones and potential evacuation routes from the property.

The dimensions of the bushfire response zones have been determined with consideration of:

- The site's situation in the broader landscape, including the wider road network, proximity of settlements, extents of vegetated areas, distances to safe areas, population density of the surrounding area, the numbers and mobility of residents onsite, the likely hood of being able to receive accurate and timely bushfire information;
- The potential rate of spread of a fire in the surrounding vegetation (the key factors being the type and structure of vegetation that is present and the topography of the area); and
- Incorporating the knowledge and practical experience of a BPAD Level 3 accredited bushfire practitioner in determining the appropriate length of time required for decisions and response.

#### Bushfire Awareness Zone (30km)

Be aware of the existence and to the best extent possible, the location and movement of a fire.

#### Bushfire Awareness Zone (15km)

The purpose of the Bushfire Awareness Zone (15km) is to indicate an appropriate area surrounding the subject property within which, if a bushfire is present, the focus must be on evacuation, if safe to do so.

### 6.2 Information Sources to Monitor

**ABC local radio** – monitor regularly for local bushfire information

**ABC Frequency (Manjimup) = 738 AM**

**ABC Frequency (Bridgetown) = 1044 AM**

**DFES website** - Monitor regularly for fire danger ratings, warnings bushfire locations / movement, and instructions. Source information and prepare requirements for shelter.

[www.dfes.wa.gov.au](http://www.dfes.wa.gov.au) or the [www.emergency.wa.gov.au](http://www.emergency.wa.gov.au)

**BOM website** - monitor regularly for fire danger ratings and weather <http://www.bom.gov.au/>

**Mobile phones** – monitor for emergency text messages.



## 7 Bushfire Emergency – Response - No Bushfire Identified

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### 7.1 Daily actions during the bushfire risk season.

#### Bureau of Meteorology FDR Forecast 'Catastrophic'

Consider total Evacuation / Relocation of all non-essential staff and members of the community from the property the day before; and

Consider evacuating remaining staff by 9 am on the day. It is important to evacuate early, hours before a bushfire starts. Do not wait and see.

#### Bureau of Meteorology FDR Forecast 'Very High' 'Severe' or 'Extreme'

A briefing to be provided to all staff that addresses the forecast Fire Danger Rating and its implications for the day;

Nominated personnel will consult and continue to monitor the Bushfire Awareness Zone for bushfires throughout the day and evening. Monitoring will consist of checking websites, listening to the radio and looking out for smoke on the horizon regularly but at least three times daily (e.g. morning, midday and afternoon)

## 8 Bushfire Emergency – Response – Bushfire Identified

### 8.1 A Bushfire is identified near your location

#### Action

1. Monitor the **ABC local radio** regularly for local bushfire information (weather trends, warnings, locations).
2. Occupants should, to the best extent possible, locate the bushfire on a map (or device) and identify the direction of the fire movement (consider local wind direction and any information from the emergency services). Be aware there may be several bushfires;

*If the bushfire location is unable to be determined with reasonable accuracy, assume the worst and prepare to evacuate to the nearest townsite.*

3. Occupants must identify the appropriate evacuation route to use should the decision be made to evacuate, and an alternative if available,
4. Monitor the situation closely, keep informed.

#### Making the Decision to Evacuate

5. Be aware of your ongoing ability to evacuate safely and base the decision to evacuate on this ability or any emergency services directives received; and
6. If the fire is moving towards your required evacuation route evacuate now if you can execute the evacuation safely.

*If the Evacuation Routes are determined to no longer be safe, then SHELTERING-IN-PLACE will be the required action.*

## 8.2 Shelter in Place Procedures

### Shelter in the Primary Dwelling

**Note:** *Sheltering in the existing dwelling differs vastly from a Refuge Building or Refuge Open space. Early evacuation before a bushfire starts should always be the priority.*

Prepare the building by:

- Removing all small combustible items from around the building in which sheltering - including combustibles from verandahs and decking;
- Remove curtains and flammable furniture away from windows;
- Close all doors and windows

**Immediately notify DFES by dialling 000 and give the following details:**

1. Nature of the incident and state that people are sheltering in place;
2. Location (street address);
3. Nearest cross roads (names and distance);
4. Where sheltering;
5. Entry point to shelter – identifying markers;
6. Number of people sheltering;
7. Number of special needs persons;
8. Can you see the fire front /estimate distance away; and
9. Can you see spot fires / are spot fires around the shelter?
10. If the nominated Emergency Assembly Building is deemed unsafe or to be under direct threat, occupants must evaluate the situation and make informed decisions. The choice will be to continue to stay and defend or proceed to an area of minimal fuel vegetation as a last resort and if it is safe to do so. The latter action is not recommended but is an alternative if the current refuge is deemed to be not safe for occupants and vehicle evacuation routes remain unsafe.



# Evacuation Planning Map 1

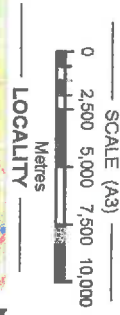
Lot 4040 (8757) Vasse Hwy  
Biddella

**LEGEND**

- Lot 4040
- Northern Evacuation Route
- Southern Evacuation Route
- Bushfire Awareness Zone (15 km)
- Bushfire Awareness Zone (30 km)

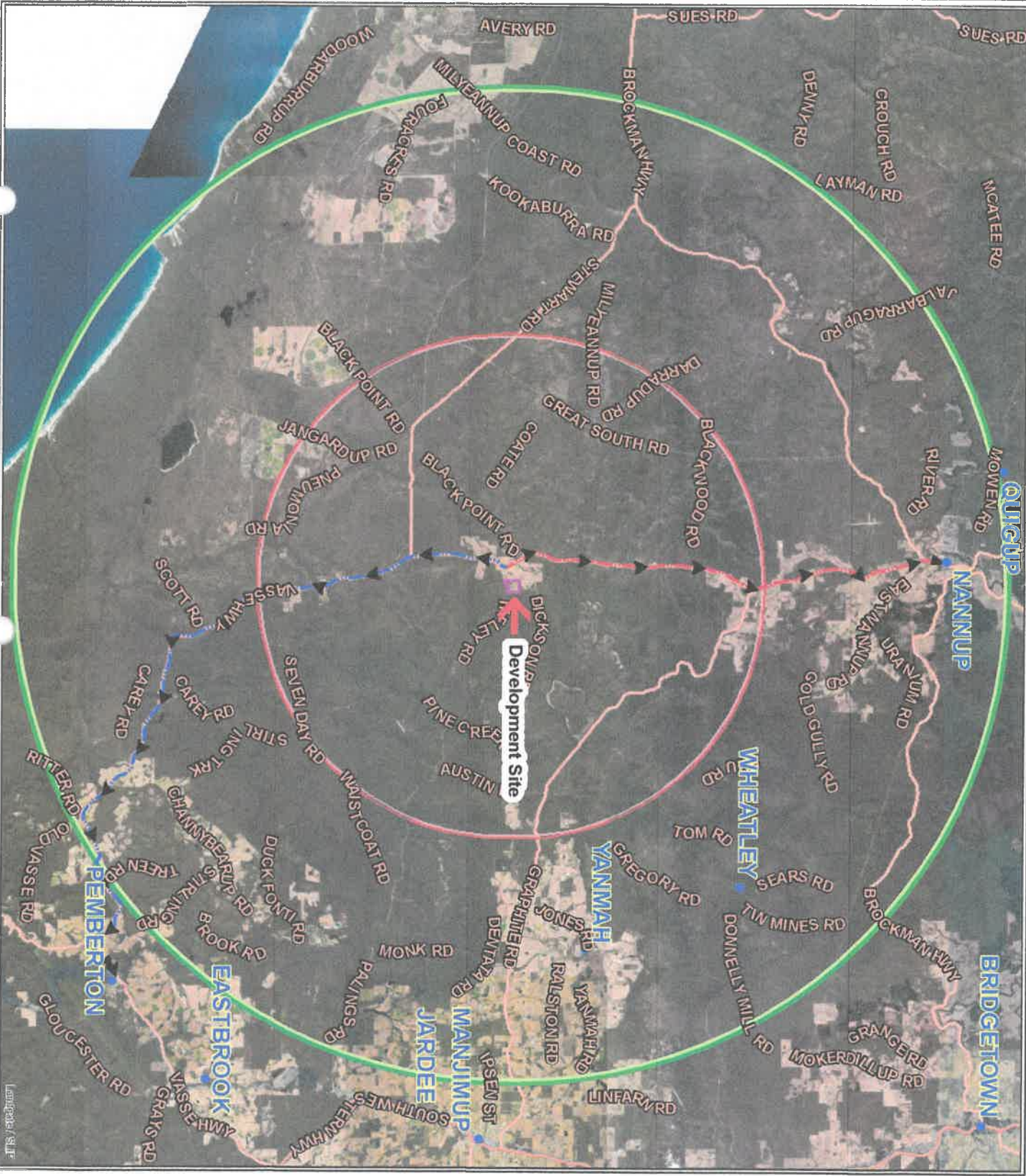
Contact	Phone #
Emergency	000
DFES	13 33 37
Fire Control	0427 561 164
Fire Control	0429 318 763
Fire Control	9756 1018

Nearest Evacuation Centre
Nannup Town Centre
Vasse Highway, Nannup



Aerial Image: Landgate 2017

Copyright: Swire, GDA 1994 MGA Zone 50  
Projection: Universal Transverse Mercator  
Map created on 31/05/2019  
Map compiled by: Mike Whitham



Disclaimer and Limitation: This map has been prepared for bushfire management planning purposes only. All depicted information and any dimensions shown are subject to survey. Bushfire Planning does not guarantee that this map is free of any kind and omissions of liability for any errors, loss or other consequences which may arise from relying on any information depicted.



# Evacuation Planning Map 2

Lot 4040 (8757) Vasse Hwy  
Biddellia

Lot 4040

Northern Evacuation Route

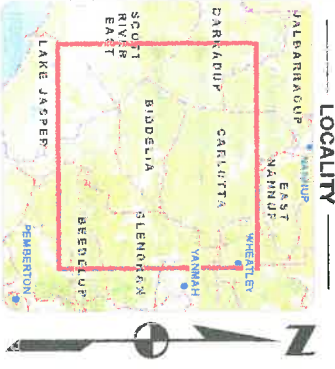
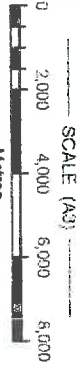
Southern Evacuation Route

Bushfire Awareness Zone (15 km)

**LEGEND**

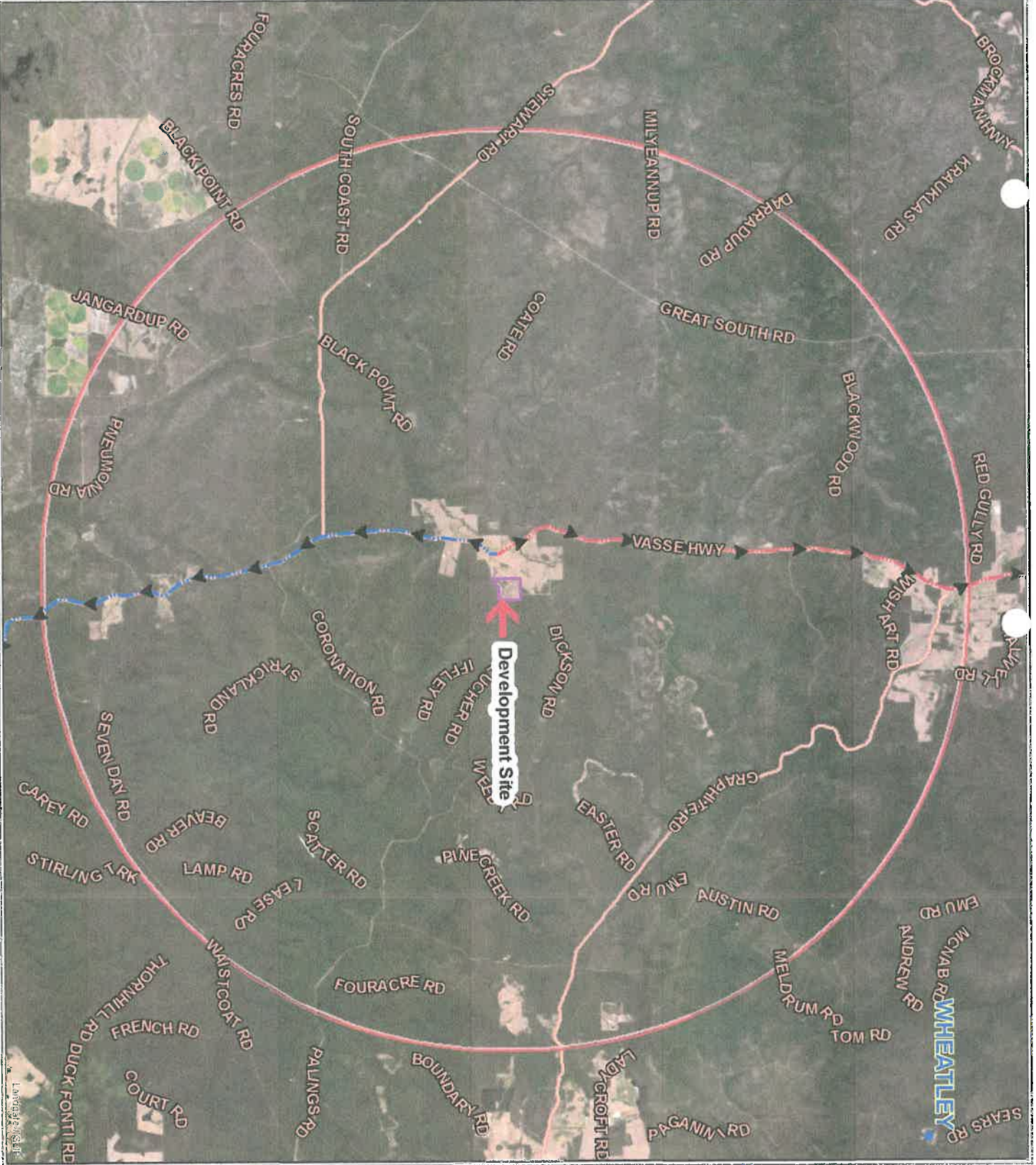
Contact	Phone #
Emergency	000
DFES	13 33 37
Fire Control	0427 561 164
Fire Control	0429 318 763
Fire Control	9756 1018

<b>Nearest Evacuation Centre</b>
Nannup Town Centre
Vasse Highway, Nannup



Aerial Image: Landgate 2017

Coordinate system: GDA 1984 MGA Zone 50  
Projection: Transverse Mercator  
Datum: Geocentric  
Units: Metres  
Map created by: Mike Whitham  
Planning



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# Evacuation Planning Map 3

Lot 4040 (8757) Vasse Hwy  
Biddelia

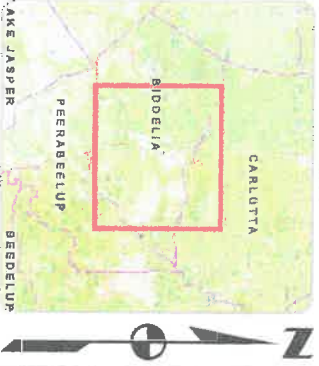
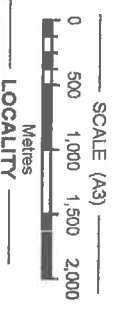
Lot 4040

Northern Evacuation Route

Southern Evacuation Route

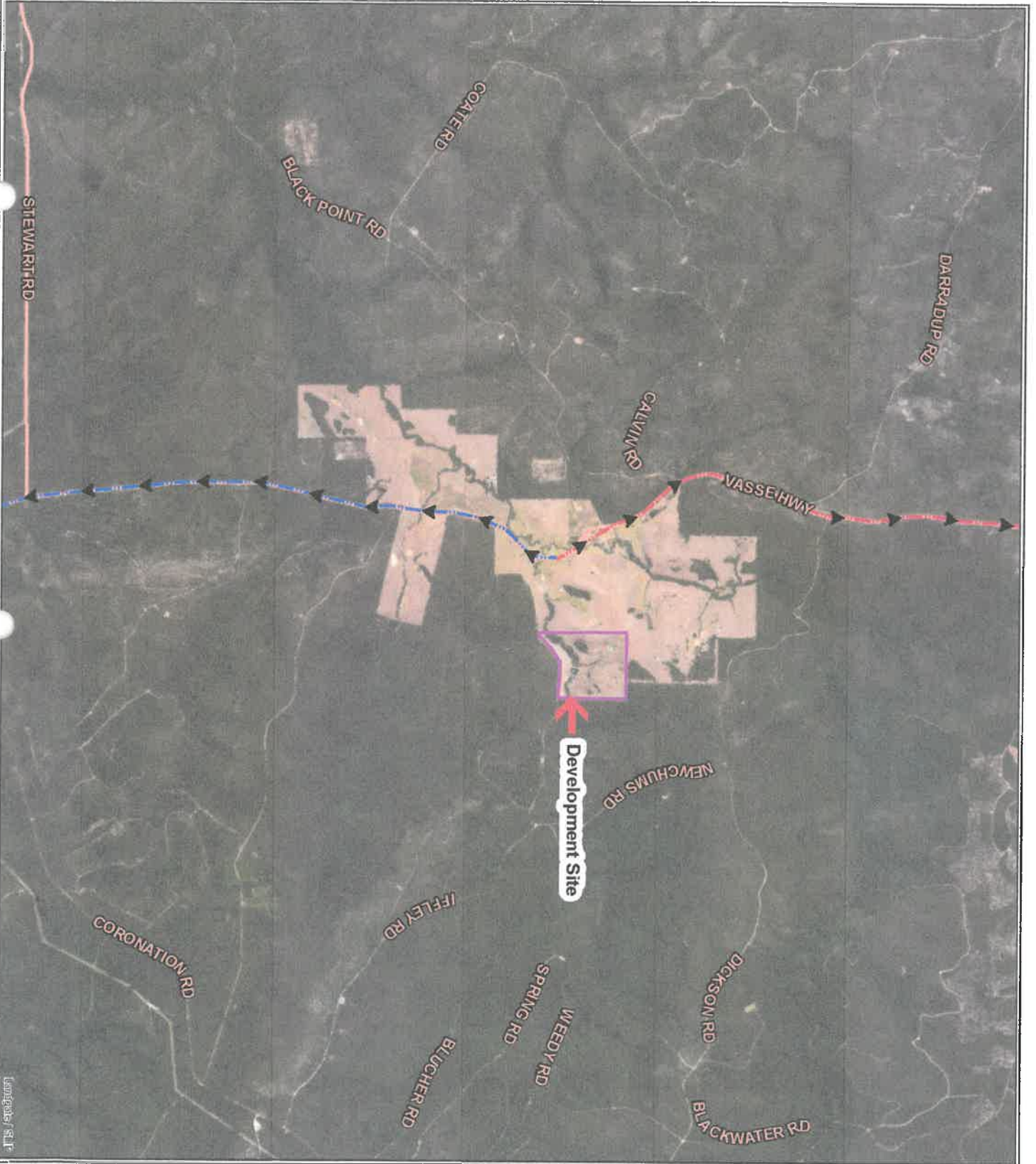
Contact	Phone #
Emergency	000
DFES	13 33 37
Fire Control	0427 561 164
Fire Control	0429 318 763
Fire Control	9756 1018

Nearest Evacuation Centre
Nannup Town Centre
Vasse Highway, Nannup



Aerial Image: Landgate 2017

Coordinate System: GDA 1994 MGA Zone 50  
Projection: Universal Transverse Mercator  
Map created on: 31/05/2019  
Map compiled by: Mike Whitfield





# Evacuation Planning Map 4

Lot 4040 (8757) Vasse Hwy  
Biddelia

Lot 4040

Northern Evacuation Route

Southern Evacuation Route

Contact	Phone #
Emergency	000
DFES	13 33 37
Fire Control	0427 561 164
Fire Control	0429 318 763
Fire Control	9756 1018

Nearest Evacuation Centre	
Nannup Town Centre	
Vasse Highway, Nannup	



LOCALITY



Aerial Image: Landgate 2017

Coordinate System: GDA 1984 MGA Zone 50  
Projection: UTM  
Map compiled by: MCK VENTURES



Development Site

Site Entry/Exit

IFFLEY RD

Landgate/SILP



# Bushfire Warning System

## Bushfire Fact Sheet

During a bushfire, emergency services will provide you as much information as possible through a number of different methods.

There are **four levels of warning**. These change to reflect the increasing risk to your life or property, and the decreasing amount of time you have until the fire arrives.

### Bushfire Warning System



**ADVICE**



**WATCH AND ACT**



**EMERGENCY WARNING**



**ALL CLEAR**

#### ADVICE

A fire has started but there is no immediate threat to lives or homes. Be aware and keep up to date.

#### WATCH AND ACT

There is a possible threat to lives or homes. You need to leave or get ready to defend – do not wait and see.

#### EMERGENCY WARNING

You are in danger and need to take immediate action to survive. There is a threat to lives or homes.

#### ALL CLEAR

Take care to avoid any dangers and keep up to date.

**Your surroundings could be your best information source.**

**Stay alert to what is happening around you.**  
If you believe you may be in danger, act immediately to stay safe.



**Where can you get information during a bushfire?**

Know where to find information before the fire season starts. Work out what your local ABC radio station is and familiarise yourself with the DFES website.

**Bushfire Warnings at [www.emergency.wa.gov.au](http://www.emergency.wa.gov.au)**

**DFES Information Line on 13DFES (13 3337)**

Local radio and other local media

**Stay alert when a bushfire starts!**  
**Do not wait and see, this can be deadly.**

**For more information visit [dfes.wa.gov.au](http://dfes.wa.gov.au)**

or contact DFES Community Engagement – 9395 9816

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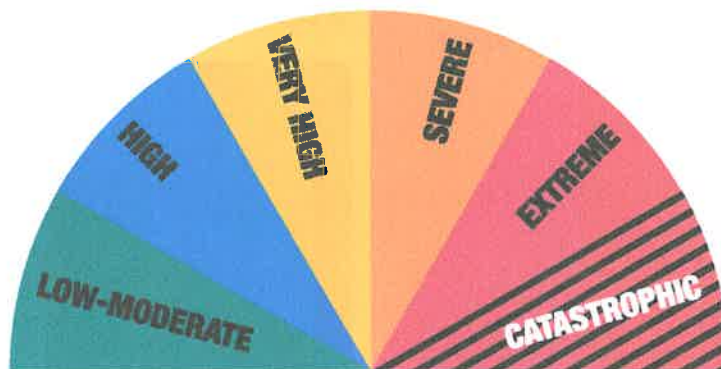


**ARE YOU  
BUSHFIRE  
READY?**

# FIRE DANGER RATINGS:

Use this tool daily during bushfire season to monitor conditions in your area.  
Based on forecast weather conditions, the higher the rating, the higher the risk of bushfire.

## BEFORE A BUSHFIRE



### CATASTROPHIC

The worst conditions for a fire. Homes are not designed or built to withstand a fire in these conditions. The only safe place is away from bushfire risk areas.

### EXTREME SEVERE VERY HIGH

Seek out information and be ready to leave or stay and actively defend your property if a fire starts. Only stay if you are 100% prepared.

### HIGH LOW-MODERATE

Be vigilant. Check your fire plan and continue to monitor conditions as they can change quickly.

## WHERE TO FIND THESE TOOLS AND OTHER IMPORTANT INFORMATION



[emergency.wa.gov.au](http://emergency.wa.gov.au)  
[dfes.wa.gov.au](http://dfes.wa.gov.au)  
DFES Twitter & Facebook



Local news  
from the tv, radio  
and websites



DFES emergency  
information line:  
13 3337



Your surroundings  
could be your best  
information source.

# Sheltering in Your Home

Bushfire Fact Sheet

**Sheltering in your home during a bushfire should be your last option, when all other plans fail and you are unable to leave.**

Bushfires are very unpredictable and you need to be well prepared to change your plans if you can no longer leave your property.

Even if you do not intend to stay and actively defend your property, you need to be physically and mentally prepared if sheltering in your home becomes your only option.

When the fire front passes, the heat will be extreme and you must shelter at this time whether you planned to or not.

## If it is too late to leave the property

- Stay in the house when the fire front is passing.
- If people are expecting you to leave, let them know you are now staying.
- Take shelter inside in the room furthest from the fire front.
- Make sure all doors and windows are sealed as best as possible.
- Soak towels and rugs in water, and lay them along the inside of external doorways.
- Soak woollen blankets and keep them handy for protection against radiant heat.
- Take down curtains and push furniture away from windows.
- Get down low to limit your exposure to smoke.
- Actively defend your property by putting out spot fires.
- Remember to check the roof cavity through the manhole for any spot fires.
- Drink plenty of water to avoid becoming dehydrated.



People have died sheltering in bathrooms and other rooms without an exit door leading outside. Make sure you can easily escape and shelter in a room with at least two ways to get outside and one that has a water supply (eg. a laundry with a door that goes outside or a kitchen).

## Preparing to evacuate

Shelter in the house for as long as possible. Many people have died from toxic smoke and fumes when their house has caught fire.

If your house catches on fire and the conditions inside become unbearable, leave through the door furthest from the approaching fire and go to an area that has already been burnt.

The majority of people die in a bushfire from radiant heat. You should protect yourself from radiant heat with long sleeves, long trousers and strong leather boots.



**For more information visit [dfes.wa.gov.au](https://dfes.wa.gov.au)**

or contact DFES Community Engagement – 9395 9816

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Department of Fire & Emergency Services



**ARE YOU  
BUSHFIRE  
READY?**



# Travelling During a Bushfire

Bushfire Fact Sheet

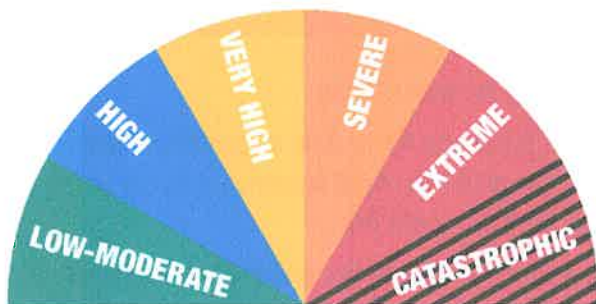
## What will you do if you encounter a bushfire while travelling or staying near bushland?

In Western Australia, bushfires can start suddenly without warning throughout the year. People have been killed or seriously injured during bushfires. If you are travelling or staying near bushland, fire is a real risk to you.

Be aware of your surroundings and carry a printed map of the areas you are visiting. Pack an emergency kit to take with you including important items such as woollen blankets, drinking water and protective clothing.

### If there is a lot of smoke

- Slow down as there could be people, vehicles and livestock on the road.
- Turn your car headlights and hazard lights on.
- Close the windows and outside vents.
- If you can't see clearly, pull over and wait until the smoke clears.



Check the weather forecast and current fire restrictions. Be aware of the Fire Danger Rating for the area you are travelling to and be prepared to reassess your plans. Download the Bushfire Traveller's Checklist at [www.dfes.wa.gov.au](http://www.dfes.wa.gov.au)



### if you become trapped by a fire

- Park the vehicle off the roadway where there is little vegetation, with the vehicle facing towards the oncoming fire front.
- Turn the engine off.
- Close the car doors, windows and outside vents.
- Call **000**.
- Stay as close to the floor as possible and cover your mouth with a damp cloth to avoid inhalation of smoke. If smoke enters the vehicle, toxic fumes are released from the interior of the vehicle.
- Stay covered in woollen blankets, continue to drink water and wait for assistance.
- Stay in the car until the fire front has passed and do not open windows or doors.
- Once the front has passed and the temperature has dropped, cautiously exit the vehicle. Internal parts may still be extremely hot.

### Important information

Find the local ABC radio frequency in the area you are travelling through. In a major emergency, when lives and property are at risk, ABC radio will issue broadcast warnings at a quarter to and a quarter past the hour. Main Roads provides updated information on road closures throughout Western Australia. Call 138 138 or [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



**For more information visit [dfes.wa.gov.au](http://dfes.wa.gov.au)**  
or contact DFES Community Engagement – 9395 9816

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Government of Western Australia  
Department of Fire & Emergency Services



**ARE YOU  
BUSHFIRE  
READY?**

# Safer Places in a Bushfire

Bushfire Fact Sheet

## Where to go as a last resort

It is important to identify places where you can go as a last resort if you are unable to leave or implement your bushfire survival plan. A 'safer place' is somewhere you can shelter during bushfire. These places may include a local open space, a dam or beach. Identify and plan where your family safer place will be.

### Consider the use of a safer place as part of your backup plan when:

- You are not able to carry out your Bushfire Survival Plan.
- Your plan was to stay and actively defend however the fire has worsened and your home is no longer a safe place to shelter. Leaving your home in this situation is now your safest option.

### Once you have arrived at your safer place you need to:

- Keep up to date with fire information by radio, mobile phone or whatever means of communication you have.
- Make sure all doors and windows are sealed as best as possible if your safer place is a building.
- Seek protection from radiant heat and embers as best you can if your safer place is an open space. Cover any exposed skin with blankets or clothing and lie flat on the ground as the fire passes.
- Remain vigilant for possible ember attack and new fire fronts.

**If you or a family member have special needs you should think about what assistance may be needed at a safer place. You will need to consider this in your Bushfire Survival Plan.**



**Safer places have their limitations. There are things that you will need to consider if you do plan to use a safer place in your bushfire survival planning:**

- They do not guarantee safety in all circumstances. You and your families' safety should be your first priority.
- There may be a risk with travelling to your safer place. Check to see if the route is safe and clear, have a contingency route or safer place in your back-up plan.
- Firefighters may not be there, they may be fighting the main fire front elsewhere.
- Your safer place caters for animals or pets. You will need to consider this in your bushfire survival plan.
- Your safer place may not cater for animals or pets. You will need to consider this in your bushfire survival plan.
- Your safer place may not provide shelter from the elements of a bushfire, particularly flying embers and hot weather. Keep woollen blankets in your car to give you shelter from flying embers and a supply of drinking water.

**For more information visit [dfes.wa.gov.au](https://dfes.wa.gov.au)**  
or contact DFES Community Engagement – 9395 9816

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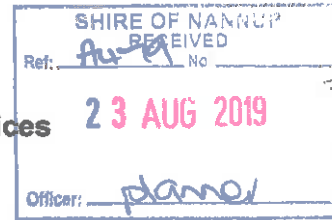
**ARE YOU  
BUSHFIRE  
READY?**



### Attachment 12.3.3



Government of Western Australia  
Department of Fire & Emergency Services  
Rural Fire Division



Our Ref: D10524  
Your Ref: A479

Jane Buckland  
Shire of Nannup  
[Jane@nannup.wa.gov.au](mailto:Jane@nannup.wa.gov.au)

Dear Ms Buckland

**RE: VULNERABLE LAND USE – LOT 4040 (8757) IFFLEY ROAD, BIDDLEIA – WORKERS ACCOMMODATION**

I refer to your email dated 21 June 2019 regarding the submission of a Bushfire Management Plan (BMP) (Version 1.0), prepared by Bushfire Prone Planning and dated 14 June 2019, for the above development application. The BMP is accompanied by a letter from the applicant titled "Re: Application for Development Approval at Lot 4040 DP 229284" dated 17 September 2018 for the above development application (DA).

It should be noted that this advice relates only to *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP 3.7) and the *Guidelines for Planning in Bushfire Prone Areas* (Guidelines). It is the responsibility of the proponent to ensure that the proposal complies with all other relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining necessary approvals that may apply to the proposal including planning, building, health or any other approvals required by a relevant authority under other written laws.

**Advice**

- DFES acknowledge that the site currently has a single house and an outbuilding on the lot and that the development application seeks to change the use of the outbuilding to workers accommodation.
- However, as the Shire has confirmed this to be intensification of development the application of SPP 3.7 is triggered.
- It should be noted that incorporating bushfire protection measures is generally harder to achieve where a development already exists as measures to reduce the bushfire risk may not be able to be implemented.
- Consequently, there may be little influence DFES can advocate in relation to the full application of the acceptable solutions to address the bushfire protection criteria for the existing land use.
- However, it is critical the BMP and EEP address any non-compliance for the existing development.
- Further clarification is required within the BMP of the requirements of SPP3.7 and the supporting Guidelines as outlined in our assessment below.



## **Assessment**

### **1. Policy Measure 6.5 c) Compliance with the Bushfire Protection Criteria**

<b>Element</b>	<b>Assessment</b>	<b>Action</b>
<b>Vehicular Access</b>	<p><b>A3.1, A3.2 &amp; A3.3 – does not comply</b></p> <p>Iffley Road does not appear to comply with the requirements of a public road as per Table 6, Column 1 of the Guidelines.</p> <p>Iffley Road is a dead-end road and does not provide safe access, under all weather conditions to two different destinations.</p> <p>Two different vehicular access routes are not available until the intersection of Vasse Highway, which is approximately 1300m from the subject site.</p> <p>It has not been demonstrated that vehicular access serving the proposed development will be available and safe during a bushfire event and is therefore unable to demonstrate compliance with the intent of Element 3: Vehicular Access of the Guidelines.</p>	Does not comply.
<b>Water</b>	<p><b>A4.3 – not demonstrated</b></p> <p>The BMP states that a 10,000L water tank dedicated for firefighting purposes will be installed to comply with Element 4 at a later planning stage.</p> <p>The 10,000L water tank would be required at the current stage of the development process.</p>	Modification required.

### **Recommendation – not supported due to non-compliance**

The development application is not supported as it does not meet the intent of Element 3: Vehicular Access. The proposal is intensifying land use in a bushfire prone area with only one point of access and egress.

If the decision maker is of a mind to approve this development, please contact me on telephone number 6551 4031.

Yours sincerely



**Richard Trinh**  
**SENIOR LAND USE PLANNING OFFICER**

23 August 2019



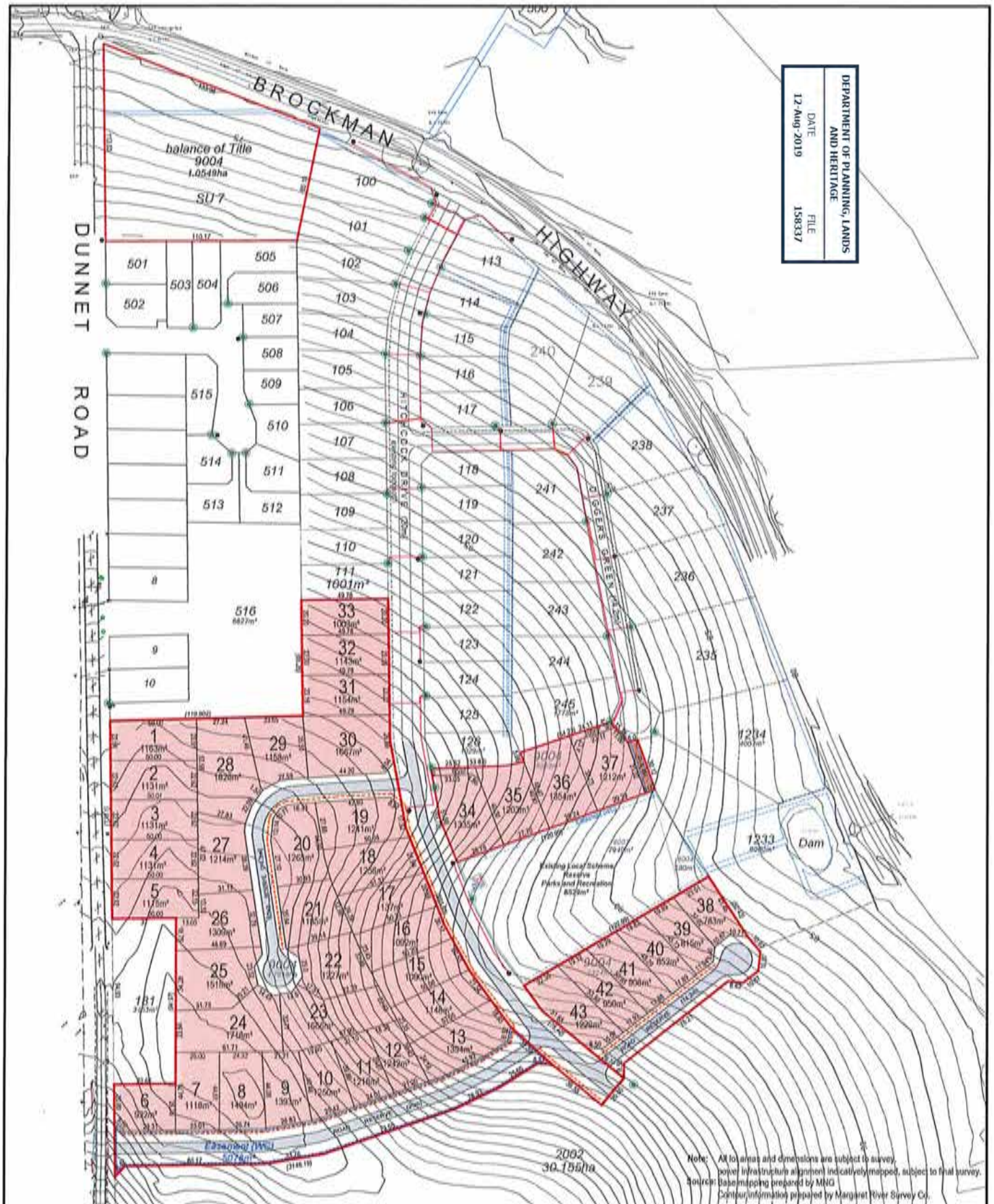
Attachment 12.4.1



LOT BOUNDARIES ARE INDICATIVE ONLY



# Attachment 12.4.2

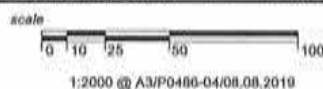


## LEGEND

- |                      |   |  |
|----------------------|---|--|
| subject site         | existing water corporation easements      | existing western power low voltage cable     |
| R10/R15 density code | existing western power pillar             | existing transformer site                    |
| footpath             | existing western power pole               | existing western power ring main unit        |
|                      | existing western power high voltage cable | existing western power LV distribution frame |

## PLAN OF SUBDIVISION

LOT 9004 HITCHCOCK DRIVE, NANNUP





## Attachment 12.4.3



# Bushfire management plan/Statement addressing the Bushfire Protection Criteria coversheet

Site address: LOT 9004 HITCHCOCK DRIVE, NANNUP

Site visit: Yes ☒ No ☐

Date of site visit (if applicable): Day 3 Month APRIL Year 2019

Report author or reviewer: NATHAN PEART

WA BPAD accreditation level (please circle):

Not accredited ☐ Level 1 BAL assessor ☐ Level 2 practitioner ☒ Level 3 practitioner ☐

If accredited please provide the following.

BPAD accreditation number: 38808 Accreditation expiry: Month May Year 2020

Bushfire management plan version number: 2

Bushfire management plan date: Day 3 Month APRIL Year 2019

Client/business name: ASKINO PTY LTD

	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the bushfire protection criteria elements)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is the proposal any of the following (see [SPP 3.7 for definitions](#))?

	Yes	No
Unavoidable development (in BAL-40 or BAL-FZ)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strategic planning proposal (including rezoning applications)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
High risk land-use	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vulnerable land-use	<input type="checkbox"/>	<input checked="" type="checkbox"/>

None of the above ☒

**Note:** Only if one (or more) of the above answers in the tables is yes should the decision maker (e.g. local government or the WAPC) refer the proposal to DFES for comment.

Why has it been given one of the above listed classifications (E.g. Considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?

—

The information provided within this bushfire management plan to the best of my knowledge is true and correct:

Signature of report author or reviewer

Nathan Peart

Date 07/08/19



DEPARTMENT OF PLANNING, LANDS  
AND HERITAGE

DATE  
12-Aug-2019

FILE  
158337

## BUSHFIRE MANAGEMENT PLAN

Site Details			
Unit no	Street no	Lot no 9003	Street name / Plan Reference Dunnet Street
Suburb Nannup		State WA	Postcode 6275
Local Government Area		Shire of Nannup	
Description of the building or works		Proposed 43 lot subdivision	

Report Details			
Report Number:	Report Version: 2	Assessment Date: 2 April 2019	Report Date: 3 April 2019
Revision Date: -		Reason for Revision	

08 9555 9444

[BAI@bushfiresmart.com.au](mailto:BAI@bushfiresmart.com.au)

Address: 71 Allnutt Street, Mandurah, 6210

Postal: PO Box 4160, Mandurah North, WA, 6210

## Executive Summary

This proposal is for the creation of 43 residential lots with sizes between 785m<sup>2</sup> and 1737m<sup>2</sup> following the expiry of a previous subdivision approval

A portion of the subject land is within a declared bushfire prone area (OBRM 2018) and State Planning Policy 3.7, planning in bushfire prone areas applies to all lots except lots 34-37. The land is former grazing land with the predominant vegetation classification for bushfire purposes being grassland.

Additional bushfire management strategies detailed in this report include minimum road widths, turnaround head dimensions on cul-de-sacs and firefighting hydrant requirements.




## Disclaimer and Limitation

This report is prepared solely for the client, any future landowners of the subject lot and is not for the benefit of any other person and may not be relied upon by any other person. Bushfire Smart accepts no liability or responsibility whatsoever for or in respect of any use or reliance upon this report and its supporting material by any third party.

The mitigation strategies contained in this report are considered to be prudent minimum standards only, based on the writer's experience as well as standards prescribed by relevant authorities. It is expressly stated that Bushfire Smart and the writer do not guarantee that if such standards are complied with or if a property owner exercises prudence, that a building or property will not be damaged or destroyed by bushfire or that lives will not be lost in a bush fire. Fire is an extremely unpredictable force of nature. Changing climatic factors (whether predictable or otherwise) either before or at the time of a fire can also significantly affect the nature of a fire and in a bushfire prone area it is not possible to completely guard against bushfire.

Further, the growth, planting or removal of vegetation; poor maintenance of any fire prevention measures; addition of structures not included in this report; or other activity can and will change the bushfire threat to all properties detailed in the report. Further, the achievement of the level of implementation of fire precautions will depend on the actions of the landowner or occupiers of the land, over which Bushfire Smart has no control.

**This report does not negate the need to follow Local government authority requirements for Firebreak and Fuel Hazard Reduction. The client agrees that in submitting this report they approve of and will comply with all requirements detailed.**

Co – Author and BAL Assessor		
Nathan Peart	BPAD 38808	
Level 2 Bushfire Planning and Design (BPAD) Accredited Practitioner		
E: BAL@BushfireSmart.com.au	Ph: 9555 9444	



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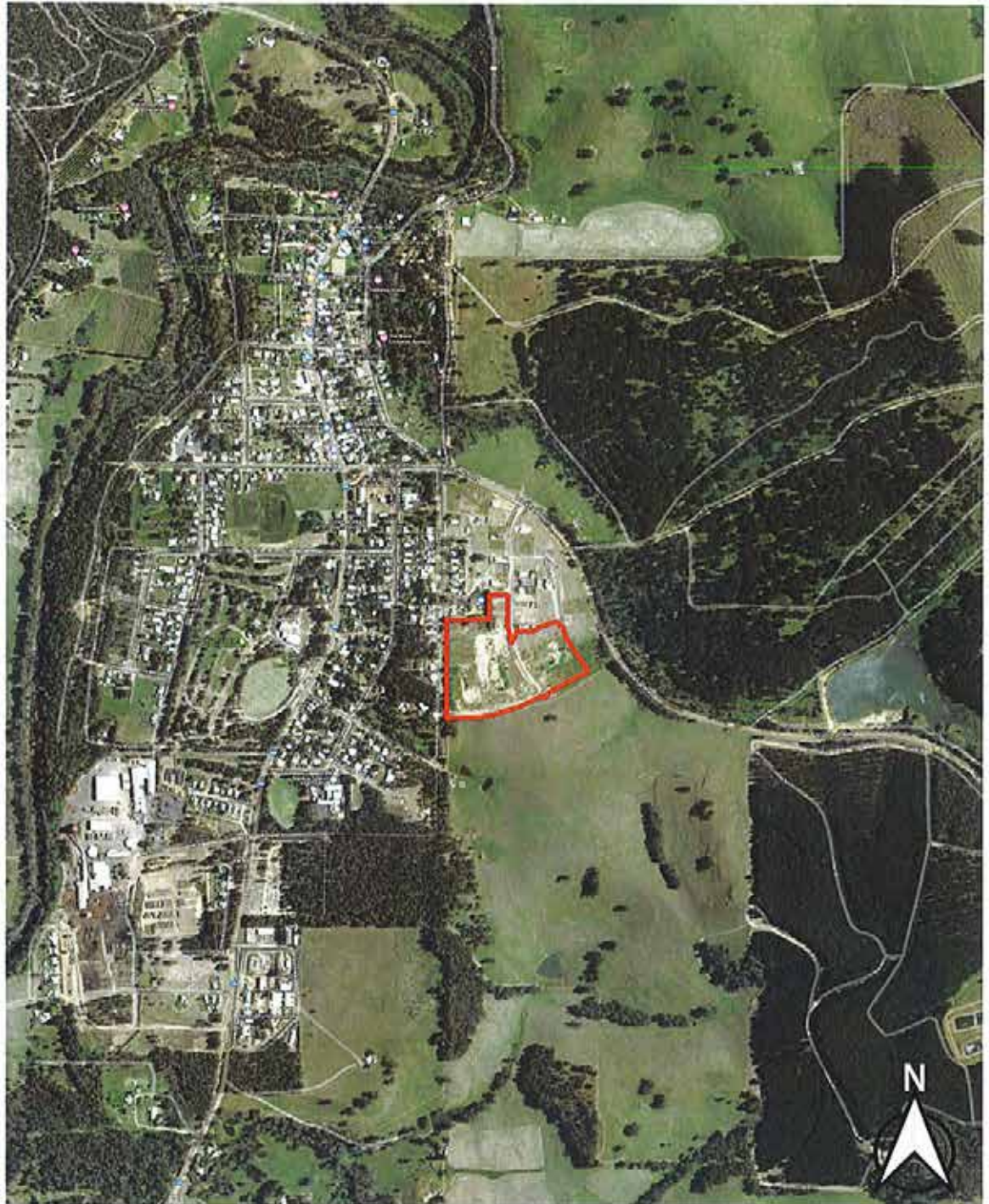
## 1. Proposal Details

The subject land is existing grazing land that was subject to a previous subdivision approval. This approval has now lapsed, and a new and modified layout is presented featuring 43 residential lots. The area is surrounded by existing residential lots on most borders and undeveloped farmland to the south. Portion of Lot 9004 that is being subdivided into four lots numbered 34-37 are outside the Bushfire Prone area and are not required to comply with the BMP.

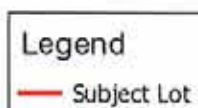


Figure 1: Proposal





Location Plan: Lot 9001 Dunnet Road, Nannup



0 250 500 m

Figure 2: Location Plan





*Figure 3: Map of Bushfire Prone Area for Subject Site*



## 2. Environmental Considerations

In order to identify environmental, biodiversity or conservation values on the subject site, the site has been examined against the following databases as shown in table 2.

Environmental Category	Dataset	Site within database area?
Conservation category wetlands and buffer	DBCA-019/ DBCA-017	Site not identified within database.
RAMSAR wetlands	DBCA-010	Site not identified within database.
Threatened and priority flora	DBCA-036	Site not identified within database.
Threatened and priority fauna	DBCA-037	Site not identified within database.
Threatened Ecological Communities	DBCA-038	Site not identified within database.
Bush Forever areas 2000	DOP-071	Site not identified within database.
Clearing regulations – Environmentally Sensitive Areas	DWER-046	Site not identified within database.
Swan Bioplan Regionally Significant Natural Areas 2010	DWER-070	Site not identified within database.
Local government biodiversity/planning	-	-

**Table 2: Assessment against environmental considerations**

The subject site has not been identified by any of the above databases.

### 2.1 Native vegetation – modification and clearing

There is no clearing of native vegetation.

### 2.2 Revegetation/landscape plans

There are no revegetation areas.

Lot 8001 to be landscaped by developer (Turf and trees) to ensure low threat vegetation standard.  
Maintenance by local council.

### 3. Bushfire Assessment

#### 3.1 Site Assessment inputs

The assessment of this site/development was undertaken on 3 April 2019 by a BPAD Accredited Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959-2009 Simplified Procedure (Method 1).

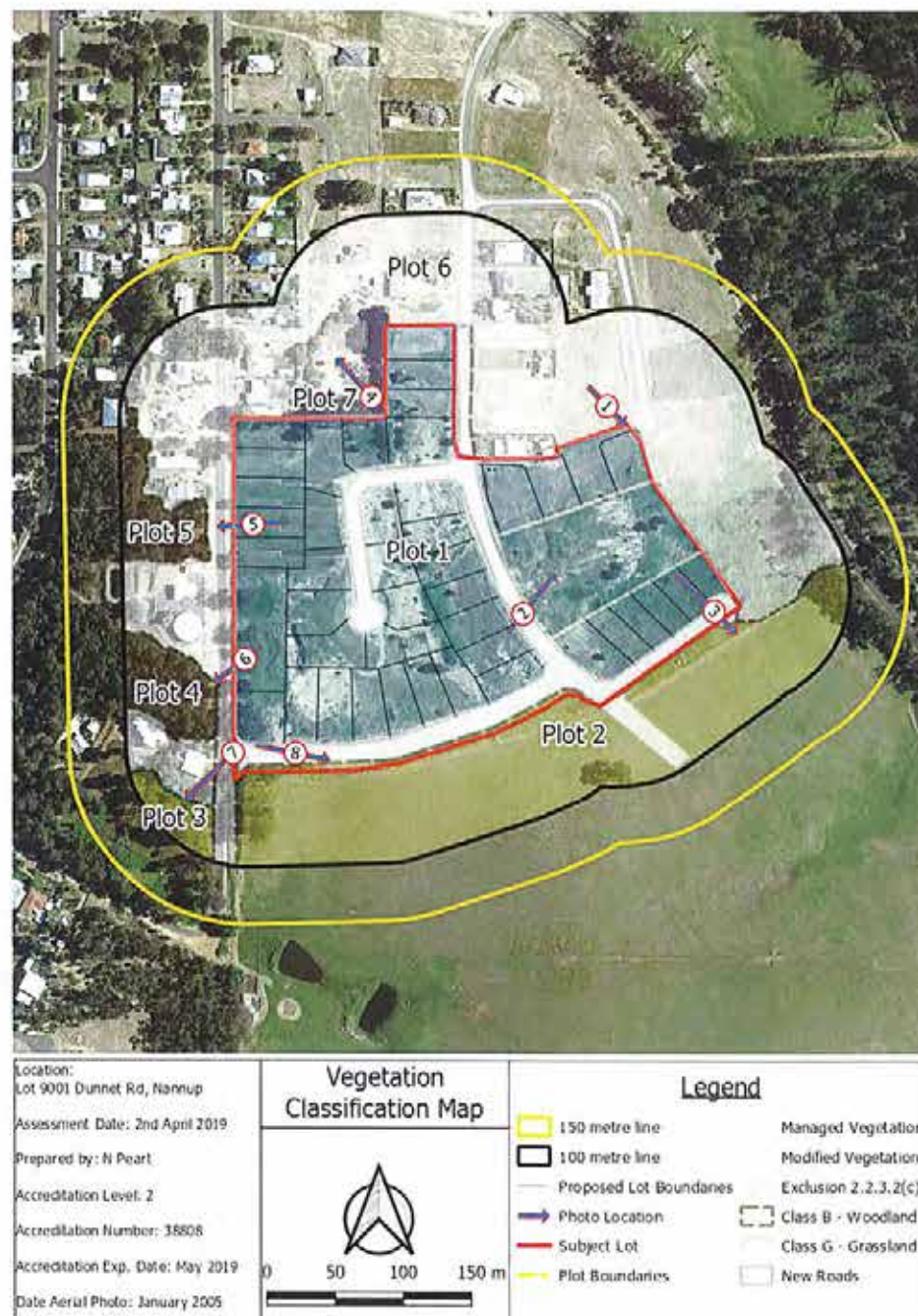






Figure 4: Vegetation Classification Map




### Vegetation Classification

All vegetation within 100m of the site / proposed development was classified in accordance with Clause 2.2.3 of AS 3959-2009. Each distinguishable vegetation plot with the potential to determine the Bushfire Attack Level is identified below.

Photo ID:	1	Plot:	6
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
Plot 6 has been developed into residential lots. These lots have maintained gardens or show evidence of slashing to reduce the fuel loads in line with the Shire of Nannup fire break notice.			
			
Photo ID:	2	Plot:	1
Vegetation Classification or Exclusion Clause			
Excludable - 2.2.3.2(f) Low Threat Vegetation			
Description / Justification for Classification			
Currently Grasslands, this plot will be transformed into residential lots and vegetation maintained to a low threat standard. Area of reserve will be landscaped with grass and trees. Maintenance by local council.			
			

<b>Photo ID:</b> 3 <b>Plot:</b> 2	
<b>Vegetation Classification or Exclusion Clause</b>	
Class G Grassland – Sown pasture G-26	
<b>Description / Justification for Classification</b>	
Farmland appears to be used for grazing. Grass length when inspected less than 100mm but has been considered unmanaged.	
	 <p>             DIRECTION: 33.98580°S              157.96511°E      ACCURACY: 5 m              DATUM: WGS84           </p> <p>             9803 Bunnet Rd, Nannup      2019-04-02              11:40:26+00:00           </p>
<b>Photo ID:</b> 4 <b>Plot:</b> 6	
<b>Vegetation Classification or Exclusion Clause</b>	
Excludable - 2.2.3.2(f) Low Threat Vegetation	
<b>Description / Justification for Classification</b>	
Mixture of homesites with maintained gardens and areas around satellite enclosure that are maintained.	
	 <p>             DIRECTION: 33.98580°S              157.96511°E      ACCURACY: 5 m              DATUM: WGS84           </p> <p>             9803 Bunnet Rd, Nannup      2019-04-02              11:31:55+00:00           </p>
<b>Photo ID:</b> 5 <b>Plot:</b> 5	
<b>Vegetation Classification or Exclusion Clause</b>	
Class B Woodland - Woodland B-05	
<b>Description / Justification for Classification</b>	
Trees with heights up to 15m metres, grassy understorey and minimal ladder fuels.	
	 <p>             DIRECTION: 33.98580°S              157.96511°E      ACCURACY: 5 m              DATUM: WGS84           </p> <p>             9803 Bunnet Rd, Nannup      2019-04-02              11:27:25+00:00           </p>



Photo ID: 6	Plot: 4	
<b>Vegetation Classification or Exclusion Clause</b>		
Class B Woodland - Woodland B-05		
<b>Description / Justification for Classification</b>		
Trees with heights up to 15m metres, grassy understorey and minimal ladder fuels.		
		
Photo ID: 7	Plot: 3	
<b>Vegetation Classification or Exclusion Clause</b>		
Class G Grassland – Sown pasture G-26		
<b>Description / Justification for Classification</b>		
Grassed area with maintenance unclear, therefore has been classified as grassland.		
		
Photo ID: 8	Plot: 2	
<b>Vegetation Classification or Exclusion Clause</b>		
Class G Grassland – Sown pasture G-26		
<b>Description / Justification for Classification</b>		
Farmland appears to be used for grazing. Grass length when inspected less than 100mm, but has been considered unmanaged.		
		

All vegetation within 100 metres of the site was classified in accordance with clause 2.2.3 of AS3959-2009.

The Fire Danger Index (FDI) – 80-and table 2.4.3 AS3959-2009 applied.



### Potential Bushfire Impacts

The potential bushfire impact to the site / proposed development from each of the identified vegetation plots are identified below.

Plot	Applied Vegetation Classification	Effective Slope
1	Excludable – Clause 2.2.3.2(f)	N/A
2	Class G Grassland	Flat/Upslope
3	Class G Grassland	6.4 Degrees Downslope
4	Class B Woodland	8.6 Degrees Downslope
5	Class B Woodland	9.2 Degrees Downslope
6	Excludable – Clause 2.2.3.2(f)	N/A
7	Excludable – Clause 2.2.3.2(f)	N/A

Table 2: BAL Analysis

## 3.2 Site Assessment outputs

### Indicative Bushfire Attack Level (BAL)

The Bushfire Attack Level (highest BAL) using Method 1, for each lot is shown in table 3 below. The below BAL levels are indicative only and can only be achieved when the recommendations of this report have been implemented.

Lot	Vegetation Classification	Effective Slope	Separation (m)	Highest BAL Contour	Modified BAL Contour
1	Class B Woodland	Downslope 9.2 °	58.0m	BAL – 12.5	BAL – 12.5
2	Class B Woodland	Downslope 9.2 °	37.1 m	BAL – 19	BAL – 19
3	Class B Woodland	Downslope 9.2 °	27.7m	BAL – 29	BAL – 29
4	Class B Woodland	Downslope 9.2 °	28.1m	BAL – 29	BAL – 29
5	Class B Woodland	Downslope 9.2 °	24.4m	BAL – 29	BAL – 29
6	Class B Woodland	Downslope 8.6 °	22.8m	BAL – 29	BAL – 29
7	Class G Grassland	Downslope 8.5 °	20.0m	BAL – 19	BAL – 19
8	Class G Grassland	Downslope 8.5°	20.0m	BAL – 19	BAL – 19
9	Class G Grassland	Downslope 8.5°	20.0m	BAL – 19	BAL – 19
10	Class G Grassland	Downslope 5.4°	20.0m	BAL – 19	BAL – 19
11	Class G Grassland	Downslope 5.4°	20.0m	BAL – 19	BAL – 19
12	Class G Grassland	Downslope 5.4°	20.0m	BAL – 19	BAL – 19
13	Class G Grassland	Downslope 4°	20.0m	BAL – 19	BAL – 19
14	Class G Grassland	Downslope 4°	45.7m	BAL – 12.5	BAL – 12.5
15-23	N/A	N/A	N/A	BAL-Low	BAL-Low
24	Class B Woodland	Downslope 8.6 °	69.4m	BAL – 12.5	BAL – 12.5
25	Class B Woodland	Downslope 8.6 °	77.3m	BAL – 12.5	BAL – 12.5
26	Class B Woodland	Downslope 9.2 °	72.4m	BAL – 12.5	BAL – 12.5
27	Class B Woodland	Downslope 9.2 °	91.0m	BAL – 12.5	BAL – 12.5
28	Class B Woodland	Downslope 9.2 °	95.6m	BAL – 12.5	BAL – 12.5
29-37	N/A	N/A	N/A	BAL-Low	BAL-Low
38	Class G Grassland	Flat/Upslope	24.2m	BAL – 12.5	BAL – 12.5
39	Class G Grassland	Flat/Upslope	14.2m	BAL – 19	BAL – 19
40	Class G Grassland	Flat/Upslope	14.2m	BAL – 19	BAL – 19
41	Class G Grassland	Flat/Upslope	14.2m	BAL – 19	BAL – 19
42	Class G Grassland	Flat/Upslope	14.2m	BAL – 19	BAL – 19
43	Class G Grassland	Flat/Upslope	14.2m	BAL – 19	BAL – 19

Table 3: BAL Analysis with APZ requirements



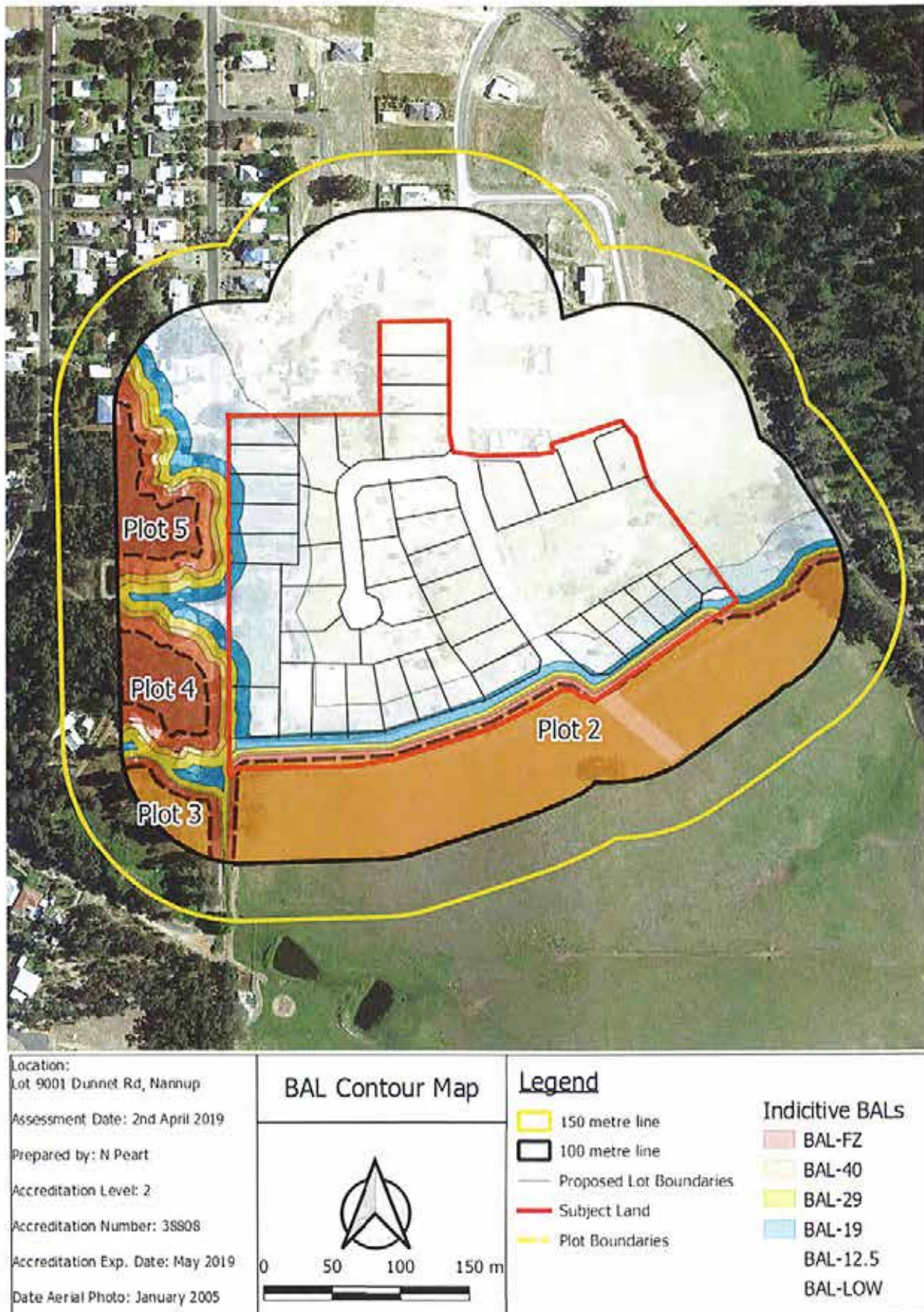


Figure 5: BAL Contour Map

#### 4. Bushfire Hazard Issues

The locality has been identified as a mixture of land uses. Adjacent lots are predominantly managed residential lots, however, is bordered by extensive grasslands along with some woodland classed vegetation. The Shire's Firebreak Notice under section 33 Bushfires Act 1954 assists to reduce the risk of bushfire in the locality but alone does not eliminate the risk at the site. The vegetation adjoining the subject land is beyond the landowner's control and is assumed to remain in its present condition and classified based on its present condition. No modification of adjoining land post development is expected.

The site has been largely cleared, and as such the proposal presents no requirement to remove or modify any restricted vegetation. The buildings are well setback from the classified bush fire hazards, resulting in the highest determined BAL to be BAL-29. This report has not taken street setback requirements into account when calculating the BAL, therefore it is likely that the BAL levels in this report will be lower when BAL levels for building work are calculated.

The lots within the development will be subject to BAL-29 or below. Public roads are designed to comply with the requirements. Water is by mains reticulation and hydrants will be located to comply. Therefore, this development is able to address the Bushfire Protection Criteria.



## 5. Assessment against the Bushfire Protection

### 5.1 Compliance Table

The following table summarises the compliance with SPP 3.7 and the Guidelines to Planning in Bushfire Prone Areas V1.3-Dec2017 Text. All references to Acceptable Solutions in the compliance notes can be read in detail from the Guidelines to Planning in Bushfire Prone Areas V1.3-Dec2017

Element	Acceptable Solution	Compliance notes
1. Location	A1.1 Development location	Acceptable Solution A1.1 is met with the implementation of this Bushfire Management Statement. <b>The development is within a rural living area classified as a moderate bush fire hazard level. This development attains a maximum indicative BAL of 29 once all works have been completed.</b>
2. Siting of development	A2.2 Asset Protection Zone (APZ)	The subject land will be modified to a low threat state. The Public roads act as an APZ between the classifiable vegetation and proposed lots.
3. Vehicular Access	A3.1 Two access routes	Two access routes are available, via Hitchcock Drive onto Brockman Highway, or via Dunnet Road and north onto Brockman Highway or West onto Vasse Highway.
	A3.2 Public roads	Public Roads comply with Table 6 of Element 3 of the Guidelines.
	A3.3 Cul-de-sacs	The development will include a new cul-de-sac (Unnamed) servicing lots 20-29. This cul-de-sac is less than 200metres, has a compliant turn-around head. It also utilizes an existing cul-de-sac (Diggers Green) servicing Lots 37 and 36. Lots 37 and 36 are not within the bushfire prone area therefore this cu-de-sac is not required to comply with the guidelines.
	A3.4 Battle axes	The development does not include installation of Battle Axe Blocks within the bushfire prone area. The two new Battle Axe Blocks (Lots 35 & 36) are outside the bushfire prone area returning a BAL Low rating.
	A3.5 Private driveways	Driveways are not expected to be more than 50 metres.
	A3.6 Emergency access ways	The development does not include the installation of new Emergency Access Ways.
	A3.7 Fire service access routes	Fire Service access routes are supplied by new perimeter public roads.
	A3.8 Firebreak widths	The development is required to comply with Firebreaks requirements of the Shire of Nannup attached as appendix B to this report.
4. Water	A4.1 Reticulated Areas	The site is serviced by a reticulated water supply. Hydrants to be installed as per requirements of Water Corporation's No. 63 Water Reticulation Standard.
	A4.2 Non -Reticulated Areas	N/A
	A4.3 Individual Lots within non-reticulated areas	N/A

Table 3: Assessment against the Bushfire Protection Criteria

## 5.2 Bushfire risk management measures

The proposed development does not appear to involve Vulnerable or High-Risk land uses, either now or in future stages of development. A summary of the proposed bushfire risk management measures is provided in Figure 4 Spatial representation of proposed risk management measures.

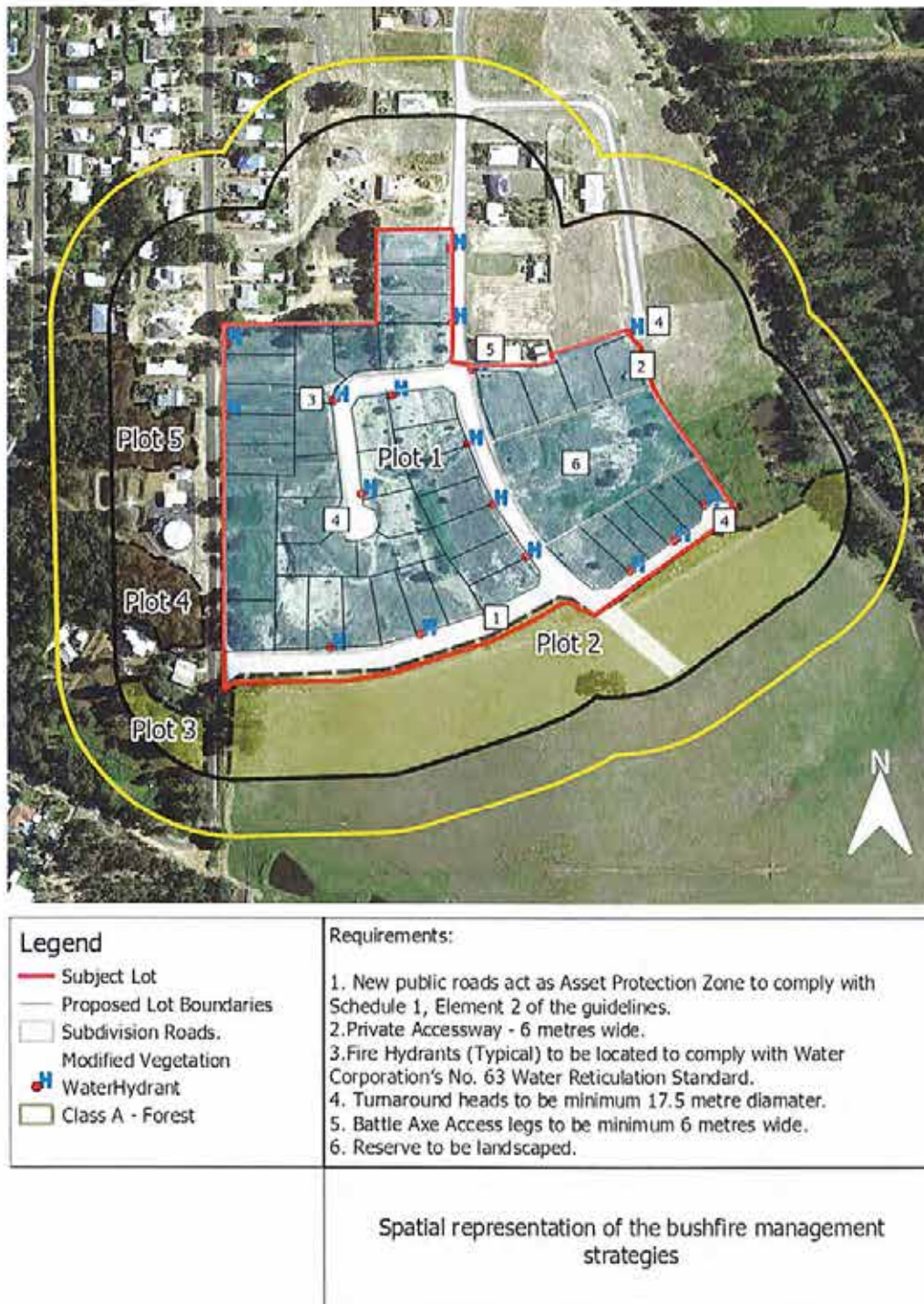


Figure 6: Spatial Representation of proposed risk management measures.



## 6. Implementation

The following tables set out the responsibilities of the developer(s), landowner(s) and local government for the initial implementation and ongoing maintenance associated with this proposal.

DEVELOPER – PRIOR TO ISSUE OF CERTIFICATE OF TITLES FOR NEW LOTS			
No.	Implementation action	Local government clearance	Bushfire consultant clearance
1	Construct the public roads and culs-de-sac to the standards stated in the BMP	<input type="checkbox"/>	
2	Install the emergency access ways and associated signs and gates to the standards stated in the BMP	<input type="checkbox"/>	<input type="checkbox"/>
3	Battle Axe block access ways to be minimum of 6 metres	<input type="checkbox"/>	
4	Establish the Public open space in a 'low threat' state as stated in the BMP		<input type="checkbox"/>
5	Clearing and/or vegetation modification to be undertaken in accordance with the BMP		<input type="checkbox"/>
6	Installation of Fire Fighting Hydrants as per Water Corporation's 'No. 63 Water Reticulation Standard'	<input type="checkbox"/>	

LANDOWNER/DEVELOPER – PRIOR TO SALE OR OCCUPANCY	
No.	Implementation action
-	-
LANDOWNER/OCCUPIER – ONGOING	
No.	Management action
2	Comply with the relevant local government annual firebreak notice issued under s33 of the <i>Bush Fires Act 1954</i> .
LOCAL GOVERNMENT – ONGOING MANAGEMENT	
No.	Management action
1	The reserve to be managed to ensure the vegetation remains as low threat vegetation, in accordance with AS3959–2009.

## 7 General References

WA Department of Planning 2016, *Visual Guide for bushfire risk assessment in Western Australia*

Standards Australia 2009, *AS 3959-2009 Construction of buildings in bushfire-prone areas*, Sydney

Western Australian Planning Commission (WAPC) 2015, *State Planning Policy 3.7 Planning in Bushfire Prone Areas*, Western Australian Planning Commission, Perth, Perth

Western Australian Planning Commission and Department of Fire and Emergency Services (WAPC and DFES) 2017, *Guidelines for Planning in Bushfire Prone Areas Version 1.3*, Western Australia

## 8 Online references

Office of Bushfire Risk management (OBRM) 2017, Map of Bush Fire Prone Areas, viewed March 2019, <  
<https://maps.slip.wa.gov.au/landgate/bushfireprone/>>

Office of Bushfire Risk Management (OBRM), Bushfire Risk Management (BRM) Plan Guidelines, viewed March 2019

## 9 Appendices

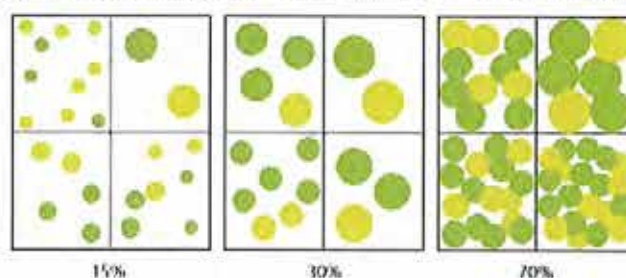
### Appendix A: Asset Protection Zone Standards

#### ELEMENT 2: SITING AND DESIGN OF DEVELOPMENT

##### SCHEDULE 1: STANDARDS FOR ASSET PROTECTION ZONES

- **Fences:** within the APZ are constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slotted non-combustible perimeter fences are used.
- **Objects:** within 10 metres of a building, combustible objects *must not* be located close to the vulnerable parts of the building (i.e. windows and doors).
- **Fine Fuel load:** combustible dead vegetation matter less than 6 millimetres in thickness reduced to and maintained at an average of two tonnes per hectare.
- **Trees (> 5 metres in height):** trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and/or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy.

Figure 18: Tree canopy cover – ranging from 15 to 70 per cent at maturity



- **Shrubs (0.5 metres to 5 metres in height):** should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m<sup>2</sup> in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees.
- **Ground covers (<0.5 metres in height):** can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 millimetres in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.
- **Grass:** should be managed to maintain a height of 100 millimetres or less.

---

Appendix B: Firebreak Notice – Shire of Nannup

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## FIREBREAK AND FUEL HAZARD REDUCTION NOTICE



### 2018/2019 BUSH FIRE SEASON

#### FIRST AND FINAL NOTICE IS HEREBY SERVED TO ALL RESIDENTS AND RATEPAYERS

##### Bush Fires Act 1954

Take notice that pursuant to Part 3 Division 6 Section 33 of the Bush Fires Act 1954, all owners and occupiers of land in the Shire of Nannup are required to carry out fire prevention work and to maintain access for fire fighting vehicles on the land owned or occupied in accordance with the provision of this order.

It is the property owner not the contractor that is responsible for the standard and quality of the firebreaks installed and maintained.

Penalties may apply for failure to comply with this notice.

##### RING 000 FOR ALL FIRES

### BUSH FIRES ACT 1954

#### PROPERTY COMPLIANCE REQUIREMENTS

Compliance inspections of land will be carried out from 16 November 2018, to assess landowner(s) or occupier(s) of land compliance with the Shire of Nannup Firebreak and Fuel Hazard Reduction Notice.

- Rural, Special Rural, Urban and Industrial Land requirements must be compliant by 4 December 2018. A firebreak shall be constructed within 6 metres of the boundary of the property, must be at least 4 metres wide with a minimum of 3 metres wide of mineral earth and have all trees adjoining the firebreak progressively pruned to a minimum height of 4 metres
- Local Government may serve a notice pursuant to Section 33 of the Bush Fire Act 1954, requiring the property owner to undertake any extra work to reduce the impact of a fire.
- Rural, Special Rural, Urban and Industrial Land requirements must be maintained until 31 May 2019 or a later date if the compliance period is extended, in which case a notice will be placed in the local Telegraph paper.

Dates are subject to seasonal change. Any variation can be obtained from your area fire control officer or shire office and is made by consultation with the Chief Bushfire Control Officer

MAINTENANCE PERIOD	
1 November 2018	Application for variation to this notice closes
6 November 2018	Restricted burning period commences. A permit is required to burn.
13 November 2018	All fire prevention work in plantations other than Scott River, covered by this notice must be completed
4 December 2018	All fire prevention work in the Nannup townsite, Rural and Special Rural areas, covered by this notice must be completed
11 December 2018	All fire prevention work for plantations in the Scott River area, covered by this notice must be completed
18 December 2018	Prohibited burning period commences.
1 March 2019	Restricted burning period commences. A permit is required to burn.
31 May 2019	Restricted burning period ends.
1 June 2019	No burning restrictions. No permit is required to burn.

During the Maintenance Period (1 November to 1 June) all properties must be maintained and be compliant as per this notice. It is the landowner's responsibility to ensure the property is compliant throughout the maintenance period. Failure to do so may result in an on-the-spot fine of \$250.00.

**Hazard reduction is required to be maintained throughout the restricted and prohibited season**

#### FIRE PERMITS

- Permits to burn are required for the whole of the restricted periods and can only be obtained from the Fire Control Officer for your area. It is an offence to apply to another Brigade Fire Control Officer for a permit if YOUR Brigade Fire Control Officer has refused you.
- Permits are to be obtained before burning commences (the permit holder must be in possession of the permit during the burn)
- Before you call a Fire Control Officer ensure you have the following information:

- Who will be the three able bodied persons in attendance at all times whilst the fire is alight, including contact phone numbers?
- What is the address of the property to which the permit applies?
- What firefighting equipment and resources will you have at the fire and is it in good working order?
- What is the size of the burn to take place?
- Are there firebreaks installed and can a fire unit get access to the area?
- What material are you burning? Is it dry? Are there any plastics, tyres or treated posts in the piles or area to be burnt? If so, remove them to a safe place.

Once the permit is issued, the permit holder shall give notice of their intention to burn to:

- The Shire offices no later than on the day prior to when the burning is taking place. **Weekend burning must be notified by Friday at 4.00pm.**





➤ The owner or occupier of adjoining land. Period of Notice to neighbours prior to burning cannot be more than 27 days or less than 4 days, although lesser notice may be determined by mutual agreement of all neighbours.

➤ The nearest Department of Bio-diversity Conservation and Attractions (DBCA), if the land is situated within 3km of State Forest, phone DBCA Kirup on (08) 9731 6232 or the Donnelly District phone (08) 9776 1207.

Any special Condition imposed by the Fire Control Officer when issuing permits must be strictly adhered to.

Your attention is drawn to items 5, 6 and 7 printed on the back of the permit.

Burning is permitted during the restricted Burning Period on Sundays and Public Holidays under permit.

All landowners and occupiers upon whose land a bushfire occurs have an obligation to assist each Brigade Fire Control Officer to compile a Fire Report form.

Fire Permits are free of charge.

#### VOLUNTEER BUSH FIRE CONTROL OFFICERS

##### Chief Bushfire Control Officer

Robin Mellema 9756 1156 0427 975 611

##### Deputy Chief Bushfire Control Officer

Ashley Kidd 9756 0703 0478 215 002

##### Brigade Fire Control Officers

Balingup Road Mark Scott 9756 0444

Carlotta Ian Wishart 9756 1165

0427 561 164

Cundinup

Gerald Brown

9756 2055

Darradup

Steve Mulvaney

0417 994 155

East Nannup

Vic Lorkiewicz

9756 1129

Nannup Brook

Carey Curtis

0432 139 319

North Nannup

Paul Lamers

9756 1891

Peerabeelup

John Gaunt

9776 2005

Scott River/Jasper

John Dunnet

0427 582 238

## FIRE DANGER RATING



Fires can threaten suddenly and without warning.

Watch for signs of fire, especially smoke and flames.

Know your Fire Danger Rating and be aware of local conditions.

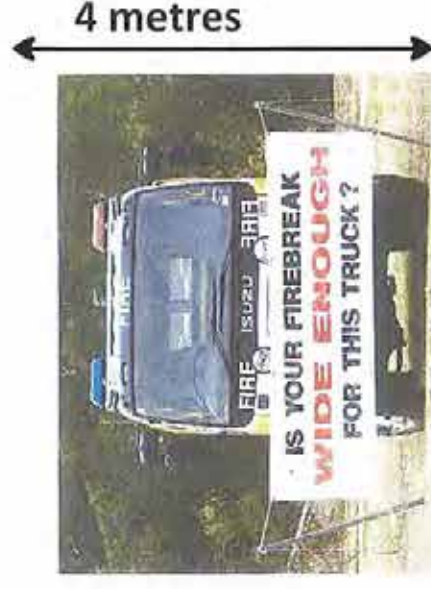
Have your bushfire survival plan and kit ready.

To seek information listen to local radio, go to [www.dfes.wa.gov.au](http://www.dfes.wa.gov.au) or call the DFES information line on 13 DFES (13 33 37)

**Ring 000 to report a fire.**

**Please note:** on any day during the restricted burning period where the fire danger rating is **Catastrophic, Severe, Extreme or Very High**, the burning of garden refuse or wood or the use of solid fuel barbecues or Webbers is **NOT** permitted under any circumstances. Permits are automatically cancelled on these days. Due to unreasonable weather conditions these dates may be extended.

## DO YOU HAVE OVERHANGING BRANCHES ON YOUR FIREBREAKS?



4 metres

## WOULD THIS TRUCK HAVE ADEQUATE ACCESS TO DEFEND YOUR PROPERTY?

Applications for a variation of this Firebreak and Fuel Hazard Reduction Notice, where ground considerations or environmental concerns prevent compliance with the requirements of this Notice, must be lodged in writing together with a Firebreak and Fuel hazard Reduction Notice Variation form, prior to **1 November 2018**.



## Attachment 12.5.1



0409 281 739

PO Box 201 CAPEL WA 6271

### Defective Item Inspection Report

Inspection Address: Unit 5 Corner Cross St & Walter St, Nannup  
Clients Name: Shire of Nannup

Mailing address: PO Box 11 Nannup WA 6275  
Contact: Jon Jones  
Phone/Mobile number: 9756 1018  
Email address: [ionj@nannup.wa.gov.au](mailto:ionj@nannup.wa.gov.au)



An inspection was carried out on the above premises at **10.15 am, 21 August 2019** and the full report is attached.

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Email: [bsbi@westnet.com.au](mailto:bsbi@westnet.com.au) [www.besafebuildinginspections.com.au](http://www.besafebuildinginspections.com.au)

---

The inspection is confined to that of a 'Building Consultant' and a 'Building Surveyor', as defined in the Building Regulations, of 2012. We did not check the title boundaries, location of any easements, boundary setbacks, room dimensions, height limitations.

---

#### DISCLAIMER

**LIABILITY:** No Liability shall be accepted on an account of failure of the Report to notify any problems in the area(s) or section(s) of the subject property physically inaccessible for inspection, or to which access for Inspection is denied by or to the Inspector (including but not limited to or any area(s) or section(s) so specified by the Report).

**DISCLAIMER OF LIABILITY TO THE THIRD PARTIES:** This Report is made solely for the use and benefit of the Client named on the front of this report. No liability or responsibility whatsoever, in contract or tort, is accepted to any third party who may rely on the report wholly or in part. Any third party acting or relying on this report, in whole or in part does so at his or her own risk.

---

*Our invoice is also attached (please take note of banking details. **As this is a COD report/service, we would appreciate your prompt return payment on our delivery of this report to you.***

Thank you for giving BeSafe Building Inspections the opportunity of carrying out your very important Building Inspection.

Regards



Peter Butcher  
**Principal**

Building Surveyor Practitioner **Reg No. 149**  
Building Surveyor Contractor **Reg No. 2018**  
Member of Australian Institute of Building Surveyors



**M 0409 281 739**

[bsbi@westnet.com.au](mailto:bsbi@westnet.com.au)  
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## SCOPE OF INSPECTION

To inspect, assess and report on the general condition of exterior and interior, and moisture in the bedroom of the building at the above address.

### Inspection notes:

Item	Location	Description	Photo
	<b>EXTERIOR</b>	Face brick walls with colorbond steel roof cladding.	
	<b>Brickwork</b>	Here are several areas in the walls where there is fretting/spalling of the mortar joints. <i>This is mainly due to seal on the face of the mortar breaking down over time and wind and rain erosion taking place.</i>	
1		Mortar joints fretting/spalling – on the lower portion of the screen wall to the right-hand side of the rear slider door.	1
2		Mortar joints fretting/spalling – on the lower portion of the screen wall at the north end.	2
3		Mortar joints fretting/spalling – on the lower portion of the nib return of the screen wall at the north end.	3
4		Mortar joints fretting/spalling – on the lower portion of the screen wall west side.	4
5		Mortar joints fretting/spalling – on the lower portion of the screen wall, outside nib wall.	5
6		Mortar joints fretting/spalling – on the lower portion of the west wall backing the dining area at both ends of the wall.	6; 7
7		Mortar joints fretting/spalling – on the lower portion of the wall under the bedroom window, south side.	8
8		Mortar joints fretting/spalling – on the lower portion of the wall on the right-hand side under the bedroom window.	9
9		Mortar joints fretting/spalling – on the lower portion of the south east corner.	10
10		Mortar joints fretting/spalling – on the lower portion of the eastern wall backing the bedroom. Moisture meter reading were taken on this wall. <b>At floor level reading – 42%. At 600mm up – 80%.</b>	11
11	<b>Down pipes</b>	It appears that the steel down pipes have been replaced at some stage and have not been re-painted although this is not crucial to the material and would save paint peeling in the future.	12
	<b>Lattice screen</b>	The lattice screen to the rear patio is in dis-repair and the battens need to be re-secured and the full lattice needs re-painting.	13
	<b>Barge boards</b>	The barge boards on both gables have paint peeling.	14; 16
	<b>Roof cladding</b>	The corrugated steel roof cladding has the top- coat wearing off as seen in the photos below.	15

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	<b>Store room</b>	There are chips out of the door frame.	
	<b>Garden beds</b>	The soil and mulch in the garden beds are 1 course of bricks above interior floor level which is not ideal as it may cause rising damp. The soil has also covered the weep holes which are designed to have air flow through the cavity to assist in keeping the moisture within the exterior bricks at a lower level. <i>It is noted that the soil has been removed to 1 course below the interior floor level of the eastern wall backing the bedroom. As this is an eastern wall there would be minimal water reaching this wall. However, the</i>	<b>11</b>
	<b>Suggested remedial work</b>		
	<b>Mortar joints</b>	Re-pointing the joints with a matching mortar colour and ensure there is a strong seal on the face. <b>OR</b> Use a flexible sealer in the joints.	
	<b>Garden beds</b>	Remove soil to 1 brick course below the interior floor level and expose and ensure the weep holes are clear of any soil.	
	<b>Roof cladding</b>	At some stage in the near future it is advisable to have the roof cladding re-sprayed with a good quality paint by a reputable contractor. <i>Prior preparation need require any loose material to be removed. A contractor should be able to advise you on this.</i>	
	<b>INTERIOR</b>		
	<b>Dining</b>	Cornice shear in the north west corner.	
	<b>Lounge</b>	Cornice shear in the south west corner.	
	<b>Kitchen</b>	Grout cracked or missing between the bench top and the underside of the splash back tiles. There are binding doors under the sink and under the stove/hotplates. There is a chip out of the top of the bench top on the corner under the stove/hot plates. <i>This could be a safety issue as some may be able to injure themselves on it.</i>	
	<b>Bathroom</b>	Slider door is hard to move especially for an aged person. The latch on the end of the slider door is not latched when in the closed position. The exhaust fan rattles on start-up and slowing down. <i>This may be bearing ware.</i>	
	<b>Bedroom</b>	Apparent moisture in south east corner. According to the tenant he had damp clothes and objects in the south east corner of the room where they had been on the floor. The 2 layers of linoleum were lifted, and the moisture meter placed on the bare concrete. <i>A moisture meter reading was taken on the floor and found a reading of 100% moisture content. Whilst the floor felt wet there was no other physical sign of dampness. This wall backs onto the eastern external wall. There were no visible signs of mildew on any of the walls or the ceiling. There is no guarantee that the moisture meter has given a correct reading given that there is no setting within the device for concrete.</i>	<b>22</b>
		The 2 layers of linoleum were lifted in the north east corner and the moisture meter placed on the bare concrete. <i>A moisture meter reading was taken on the floor and found a reading of 80% moisture content. There is no guarantee that the moisture meter has</i>	

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		<i>given a correct reading given that there is no setting within the device for concrete. Given the variation in the readings no more than 3.0m apart it does indicate that there is moisture in the south eastern corner.</i>	
	<b>Suggested remedial work</b>		
	<b>Cornice shears</b>	Repair and re-paint ceiling and walls in the dining and lounge room areas.	
	<b>Kitchen</b>	Rake out the old non-flexible grout between the bench top and the underside of the splash back tiles and replace with a flexible grout.	
		Binding cupboard doors to be made to operate freely.	
		Replace the bench top where damaged or at the very least ensure there are no jagged surfaces in existence.	
	<b>Bathroom</b>	Lubricate the roller to the slider door to ensure smooth easy operation.	
		Investigate the slider door latch and ensure easy of operation.	
		Investigate the operation of the exhaust fan and replace if required.	
	<b>Bedroom</b>	Dampness in the room appears to be minimal as there is no visible evidence of mildew on either ceiling, walls or floor.	

## PHOTOS BELOW



### Rear of unit - north

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## EXTERIOR



1



2



3



4

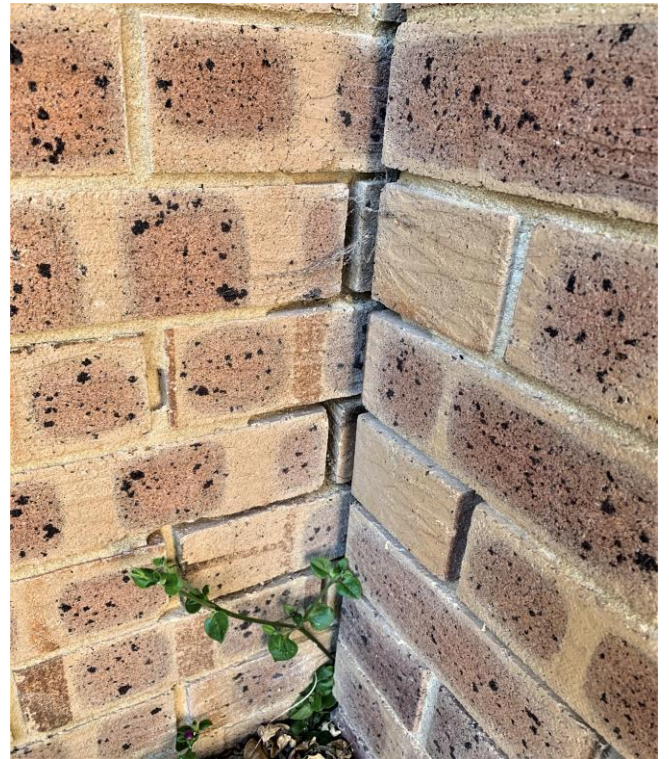
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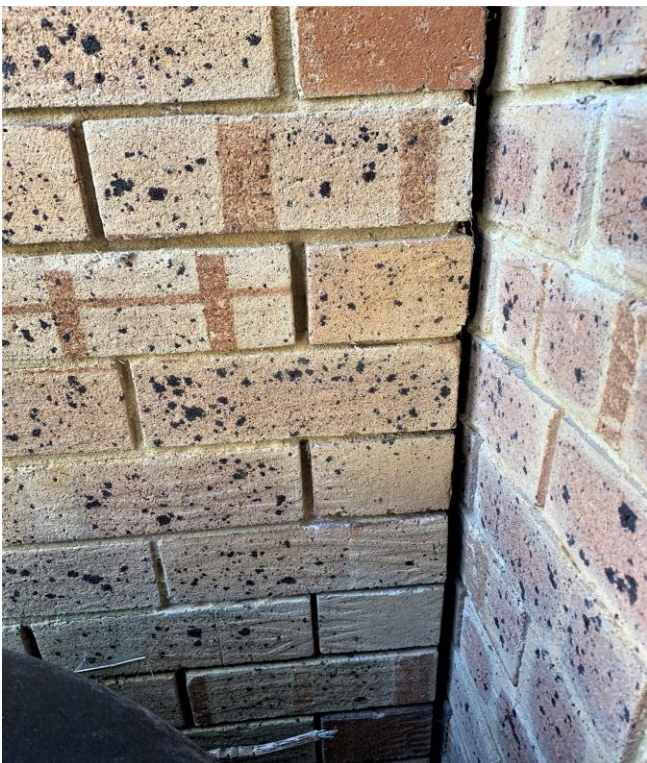




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## INTERIOR



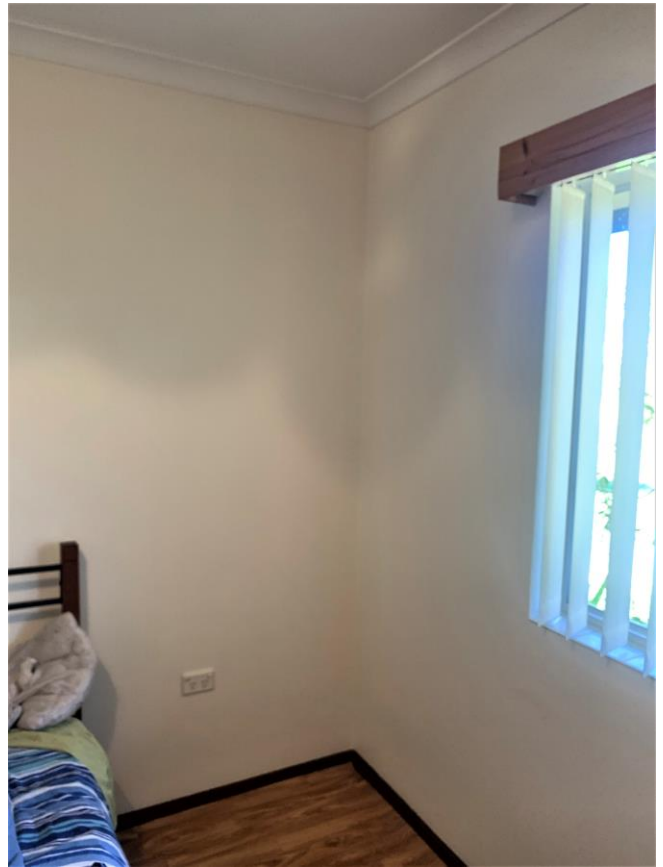
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20



21



22

Inspection Officer: Peter Butcher

Date: 21 August 2019

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**MONTHLY FINANCIAL REPORT  
(Containing the Statement of Financial Activity)  
For the Period Ended 31 July 2019**

**LOCAL GOVERNMENT ACT 1995**

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

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**Shire of Nannup**  
**Information Summary**  
**For the Period Ended 31 July 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 31 July 2019 of \$698,141.

### Items of Significance

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

### Capital Expenditure

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	0%	-\$ 1,022,687	-\$ 1,747,047	\$ -
Non-operating Grants, Subsidies and Contributions	0%	-\$ 685,062	-\$ 685,062	\$ -
	0%	-\$ 1,707,749	-\$ 2,432,109	\$ -
Rates Levied	0%	\$ 1,771,448	\$ 1,771,448	\$ -

% Compares current ytd actuals to annual budget

		Prior Year 30 June 2019	Current Year 30 June 2020	Note
<b>Financial Position</b>				
Adjusted Net Current Assets	42%	\$ 1,220,575	\$ 514,471	3
Cash and Equivalent - Unrestricted		\$ 1,305,659	\$ 2,622,539	3 & 4
Receivables - Rates	119%	\$ 132,432	\$ 157,663	3 & 6
Receivables - Other	198%	\$ 149,490	\$ 295,630	3 & 6
Payables	76%	\$ 91,966	\$ 70,254	3

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

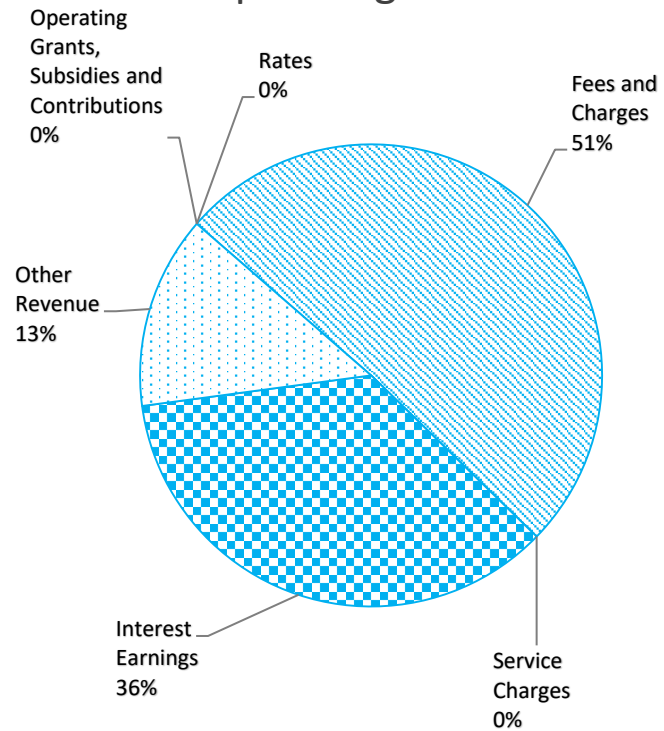
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

## Preparation

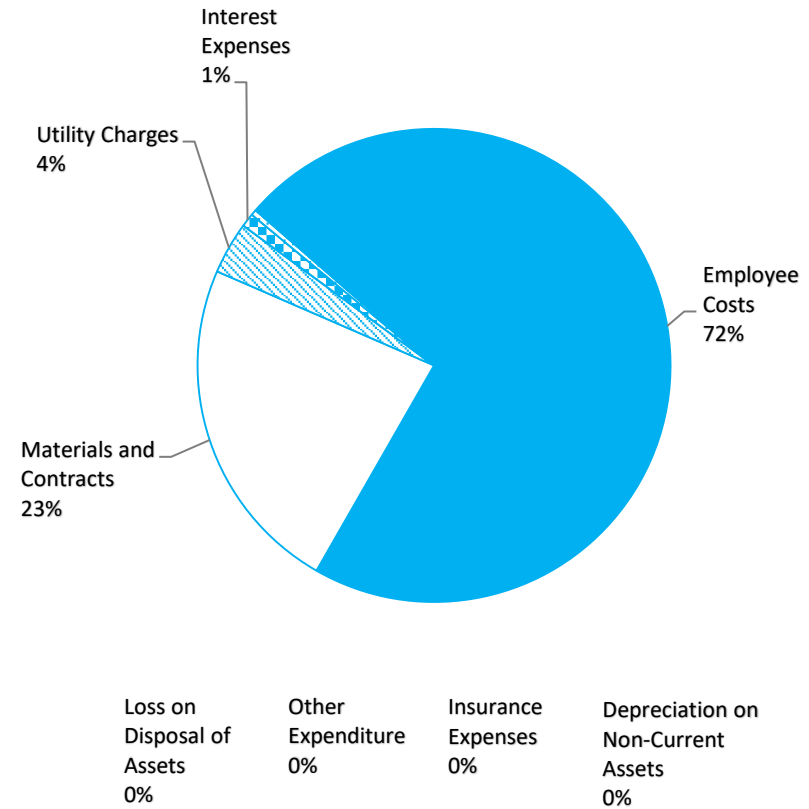
Prepared by: Robin Lorkiewicz  
Reviewed by: Tracie Bishop  
Date prepared: 19/09/2019

Shire of Nannup  
Information Summary  
For the Period Ended 31 July 2019

## Operating Revenue



## Operating Expenditure



**SHIRE OF NANNUP**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 July 2019**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>		872,521	872,521	922,711	50,189	6%	
<b>Revenue from operating activities</b>							
Governance		0	0	0	0		
General Purpose Funding - Rates	9	1,771,448	1,771,448	0	(63,490)	(97%)	
General Purpose Funding - Other		786,687	65,557	2,068	(18,720)	(99%)	
Law, Order and Public Safety		227,986	18,999	278	(18,720)	(99%)	
Health		16,750	1,396	226	(1,170)	(84%)	
Education and Welfare		54,644	4,554	1,401	(3,153)	(69%)	
Housing		20,800	1,733	2,400	667	38%	
Community Amenities		339,356	28,280	1,937	(26,342)	(93%)	
Recreation and Culture		11,940	995	825	(170)	(17%)	
Transport		486,854	40,571	0	(40,571)	(100%)	
Economic Services		26,975	2,248	1,313	(935)	(42%)	
Other Property and Services		15,400	1,283	0	(1,283)	(100%)	
		<b>3,758,841</b>	<b>1,937,064</b>	<b>10,449</b>			
<b>Expenditure from operating activities</b>							
Governance		(1,170,369)	(97,531)	5,432	102,963	106%	
General Purpose Funding		(82,344)	(6,862)	(4,349)	2,513	37%	
Law, Order and Public Safety		(379,085)	(31,590)	(43,671)	(12,081)	(38%)	
Health		(54,363)	(4,530)	(2,360)	2,171	48%	
Education and Welfare		(119,206)	(9,934)	(10,748)	(814)	(8%)	
Housing		(38,407)	(3,201)	(2,047)	1,154	36%	
Community Amenities		(399,740)	(33,312)	(30,210)	3,101	9%	
Recreation and Culture		(262,502)	(21,875)	(32,433)	(10,558)	(48%)	
Transport		(1,113,314)	(92,776)	(54,023)	38,753	42%	
Economic Services		(343,125)	(28,594)	(9,145)	19,449	68%	
Other Property and Services		(841,127)	(70,094)	(64,205)	5,889	8%	
		<b>(4,803,582)</b>	<b>(400,299)</b>	<b>(247,759)</b>			
<b>Financing Costs</b>							
Community Amenities		0	0	0	0		
		<b>0</b>	<b>0</b>	<b>0</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		816,280	68,023	0	(68,023)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	0	(22,200)	(100%)	
Adjust Provisions and Accruals		0	0	15,318	15,318		
<b>Amount attributable to operating activities</b>		<b>(206,262)</b>	<b>1,626,989</b>	<b>(221,992)</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	947,792	78,983	0	(78,983)	(100%)	▼
Proceeds from Disposal of Assets	8	70,000	5,833	0	(5,833)	(100%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(142,730)	(11,894)	(2,783)	9,111	77%	▲
Infrastructure Assets - Roads	13	(721,371)	(60,114)	0	60,114	100%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(426,000)	(35,500)	0	35,500	100%	▲
Furniture and Equipment	13	(38,000)	(3,167)	0	3,167	100%	▲
<b>Amount attributable to investing activities</b>		<b>(310,309)</b>	<b>(25,859)</b>	<b>(2,783)</b>			
<b>Financing Activities</b>							
Loan Repayments Capital		(33,728)	(33,728)	0	33,728	(100%)	
Self-Supporting Loan Principal		49,796	4,150	4,073	(77)	(2%)	
Transfer from Reserves	7	104,000	8,667	0	(8,667)	(100%)	
Repayment of Debentures	10	(49,796)	(4,150)	(4,073)	77	2%	
Transfer to Reserves	7	(425,000)	(35,417)	205	35,621	101%	▲
<b>Amount attributable to financing activities</b>		<b>(354,728)</b>	<b>(60,478)</b>	<b>205</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>1,223</b>	<b>2,413,173</b>	<b>698,141</b>			

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

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



		Amended Annual	Amended YTD	YTD	Var. \$	Var. %	
	Note	Budget	Budget (a)	Actual (b)	(b)-(a)	(b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)		872,521	872,521	922,711	50,189	6%	
Revenue from operating activities							
Rates	9	1,771,448	1,771,448	0	(1,771,448)	(100%)	▼
Operating Grants, Subsidies and Contributions	11	1,045,827	87,152	0	(87,152)	(100%)	▼
Fees and Charges		475,089	39,591	5,318	(34,272)	(87%)	▼
Service Charges		0	0	0	0		
Interest Earnings		70,757	5,896	3,720	(2,176)	(37%)	
Other Revenue		395,720	32,977	1,411	(31,566)	(96%)	▼
		3,758,841	1,937,064	10,449			
Expenditure from operating activities							
Employee Costs		(1,889,777)	(157,481)	(166,585)	(9,103)	(6%)	
Materials		(1,168,512)	(97,376)	(53,810)	43,566	45%	▲
Contracts		(613,307)	(51,109)	(16,048)	35,061	69%	▲
Utility Charges		(98,140)	(8,178)	(8,258)	(79)	(1%)	
Depreciation on Non-Current Assets		(816,280)	(68,023)	0	68,023	100%	▲
Interest Expenses		(18,098)	(1,508)	(2,150)	(641)	(43%)	
Insurance Expenses		(176,169)	(14,681)	(909)	13,772	94%	▲
Other Expenditure		(1,100)	(92)	0	92	100%	▲
(Profit)/Loss on Sale of Assets		(22,200)	(1,850)	0	1,850	100%	
		(4,803,582)	(400,299)	(247,759)			
Operating activities excluded from budget							
Add back Depreciation		816,280	68,023	0	(68,023)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	22,200	22,200	0	(22,200)	(100%)	
Adjust Provisions and Accruals		0	0	15,318	15,318		
Amount attributable to operating activities		(206,262)	1,626,989	(221,992)			
Investing activities							
Non-Operating Grants, Subsidies and Contributions	11	947,792	78,983	0	(78,983)	(100%)	▼
Proceeds from Disposal of Assets	8	70,000	5,833	0	(5,833)	(100%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(142,730)	(11,894)	(2,783)	9,111	77%	▲
Infrastructure Assets - Roads	13	(721,371)	(60,114)	0	60,114	100%	▲
Infrastructure Assets - Public Facilities	13	0	0	0	0		
Infrastructure Assets - Footpaths	13	0	0	0	0		
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(426,000)	(35,500)	0	35,500	100%	▲
Furniture and Equipment	13	(38,000)	(3,167)	0	3,167	100%	▲
Amount attributable to investing activities		(310,309)	(25,859)	(2,783)			
Financing Activities							
Loan Repayments Capital		(33,728)	(33,728)	0	33,728	(100%)	
Self-Supporting Loan Principal		49,796	4,150	4,073	(77)	(2%)	
Transfer from Reserves	7	104,000	8,667	0	(8,667)	(100%)	
Repayment of Debentures	10	(49,796)	(4,150)	(4,073)	77	2%	
Transfer to Reserves	7	(425,000)	(35,417)	205	35,621	101%	▲
Amount attributable to financing activities		(354,728)	(60,478)	205			
Closing Funding Surplus (Deficit)	3	1,223	2,413,173	698,141	(1,715,032)	(71%)	

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

**SHIRE OF NANNUP**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 July 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	(2,783)	0	0	(142,730)	<b>(2,783)</b>	(2,783)
Infrastructure Assets - Roads	13	0	0	(721,371)	(721,371)	<b>0</b>	721,371
Infrastructure Assets - Public Facilities	13	0	0	0	0	<b>0</b>	0
Infrastructure Assets - Footpaths	13	0	0	0	0	<b>0</b>	0
Infrastructure Assets - Drainage	13	0	0	0	0	<b>0</b>	0
Proceeds from Advances		0	0	0	0	<b>0</b>	0
Plant and Equipment	13	0	0	(426,000)	(426,000)	<b>0</b>	426,000
Furniture and Equipment	13	0	0	0	(38,000)	<b>0</b>	0
<b>Capital Expenditure Totals</b>		<b>(2,783)</b>	<b>0</b>	<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(2,783)</b>	<b>1,144,588</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				<b>(183,640)</b>	<b>(154,500)</b>	<b>0</b>	
Borrowings				<b>0</b>	<b>0</b>	<b>0</b>	
Other (Disposals & C/Fwd)				<b>5,833</b>	<b>70,000</b>	<b>0</b>	
Council contribution - Cash Backed Reserves							
Asset Management		<b>0</b>	<b>0</b>	\$789,772	(24,000)	<b>0</b>	<b>(789,772)</b>
Plant Replacement Reserve		<b>0</b>	<b>0</b>	\$535,340	(22,000)	<b>0</b>	<b>(535,340)</b>
Council contribution - operations				<b>(2,294,676)</b>	<b>(1,197,601)</b>	<b>(2,783)</b>	
<b>Capital Funding Total</b>				<b>(1,147,371)</b>	<b>(1,328,101)</b>	<b>(2,783)</b>	

## Capital



**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 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:

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

**(k) Trade and Other Payables**

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

**(l) Employee Benefits**

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

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

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

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

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

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

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

**Borrowing Costs**

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

**(n) Provisions**

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

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

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

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

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

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

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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

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

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



**GOVERNANCE****Objective:**

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

**Activities:**

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

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

To collect revenue to allow for the provision of services.

**Activities:**

Rates, general purpose government grants and interest revenue.

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

To provide services to help ensure a safer community.

**Activities:**

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

**HEALTH****Objective:**

To provide an operational framework for good community health.

**Activities:**

Food quality, building sanitation and sewage.

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

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

**Activities:**

Operation of pre-school, provision of youth support.

**HOUSING****Objective:**

Help ensure adequate housing.

**Activities:**

Maintenance of staff and rental housing.

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

To provide services required by the community.

**Activities:**

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

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

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

**Activities:**

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

**TRANSPORT****Objective:**

To provide effective and efficient transport services to the community.

**Activities:**

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

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

To help promote the shire and its economic wellbeing.

**Activities:**

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

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

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

**Activities:**

Private works operations, plant repairs and operations costs.

### Note 2: Explanation of Material Variances

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

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

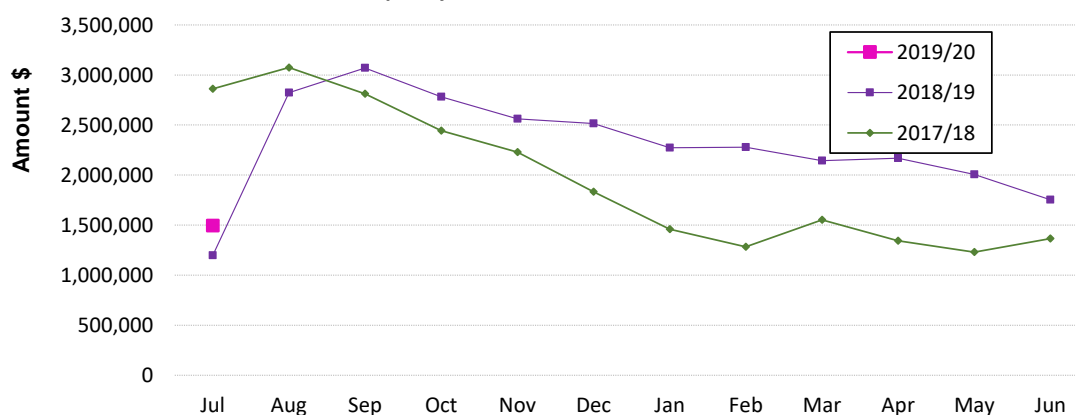
**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2019**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2019	31 Jul 2018	31 Jul 2019
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,519,591	1,305,659	1,476,875
Cash Restricted - Conditions over Grants	11	(940,860)	0	(940,860)
Cash Restricted	4	2,622,744	2,019,337	2,622,539
Receivables - Rates & Rubbish		180,061	132,432	157,663
Receivables - Other	6	492,590	149,490	295,630
Interest / ATO Receivable/ Trust	6	129,806	3,966	14,618
Inventories		6,240	6,240	6,240
		4,010,173	3,617,126	3,632,706
<b>Less: Current Liabilities</b>				
Payables		(91,966)	(56,117)	(70,254)
Provisions		(389,941)	(356,630)	(374,624)
		(481,907)	(412,747)	(444,878)
<b>Less:</b>				
Cash Reserves	7	(2,622,744)	(2,019,337)	(2,622,539)
Restricted Assets		(4,324)	(19,324)	(77,316)
YAC Committee		(16,250)	(16,250)	(16,250)
ATO Liability		(60,156)	(44,759)	(37,128)
Loans receivable - Clubs/Institutions		(35,935)	(1,969)	(49,797)
		(2,739,409)	(2,101,641)	(2,803,031)
<b>Add:</b>				
Cash Backed Long Service Leave		133,852	117,836	129,672
		133,852	117,836	129,672
		<b>922,711</b>	<b>1,220,575</b>	<b>514,471</b>

**Note 3 - Liquidity Over the Year**



**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 31 July 2019**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	476,625			476,625	CBA	Tiered	At Call
Reserve Bank Account		72,539		72,539	CBA	Tiered	At Call
Trust Bank Account			0	-	CBA	Tiered	At Call
Cash On Hand	250			250	N/A	Nil	On Hand
<b>(b) Term Deposits</b>							
Municipal	500,000			500,000	WPC	2.20%	11-Dec-19
Municipal - At call	500,000			500,000	CBA	0.90%	At Call
Reserves		2,550,000		2,550,000	WPC	2.22%	11-Jun-20
<b>Total</b>	<b>1,476,875</b>	<b>2,622,539</b>	<b>0</b>	<b>4,099,414</b>			

**Comments/Notes - Investments**



SHIRE OF NANNUP  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 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)	\$	\$	\$	\$
	Surplus Brought Forward amendment						0
	Expenditure and Income Net from original Budget						0
	Operating Permanent Changes						0
	Governance						
	General Purpose Funding						
	Law & Order						
	Education & Welfare						
	Housing						
	Community Amenities						
	Recreation and Culture						
	Transport						
	Economic Development						
	Other Property & Services						
	<u>Capital Expenditure</u>						
				0	0	0	0

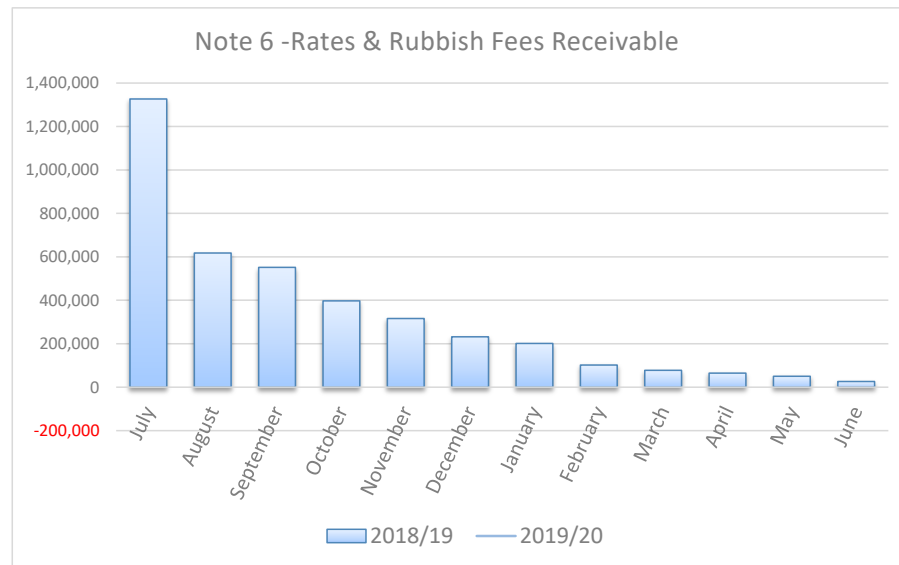
Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

Comments/Notes - Budget Amendments

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2019**

**Note 6: Receivables**

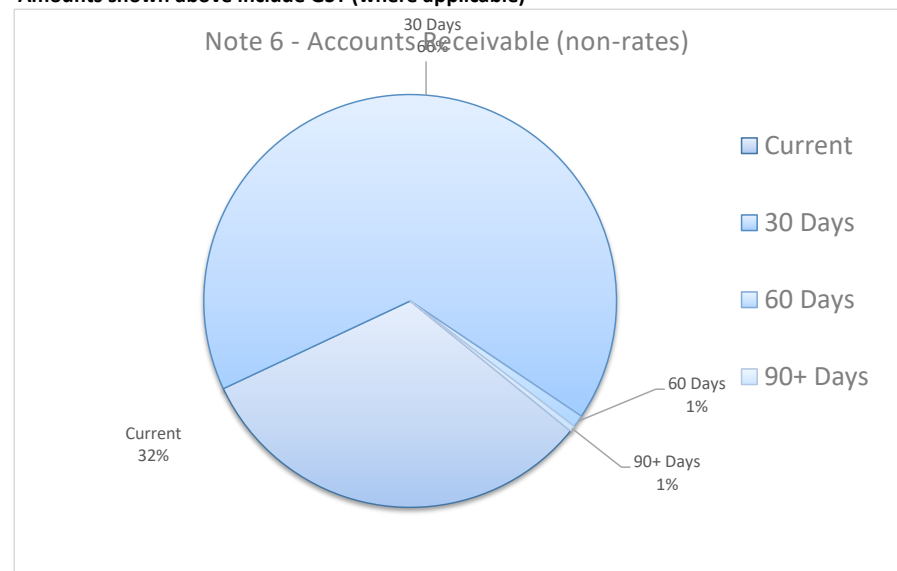
Receivables - Rates Receivable	31 Jul 2019	30 June 2019
	\$	\$
Opening Arrears Previous Years	129,213	94,693
Levied this year	0	1,704,777
<u>Less</u> Collections to date	(13,508)	(1,670,256)
<b>Equals Current Outstanding</b>	<b>115,705</b>	<b>129,213</b>
<b>Net Rates Collectable</b>	<b>115,705</b>	<b>129,213</b>
% Collected	RATES NOT LEVIED YET	92.82%



**Comments/Notes - Receivables Rates**

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	79,126	163,260	2,365	1,082	245,833
<b>Balance per Trial Balance</b>					
Sundry Debtors					245,833
Receivables - Other					64,415
<b>Total Receivables General Outstanding</b>					<b>310,248</b>
				Error Check	0.00

**Amounts shown above include GST (where applicable)**

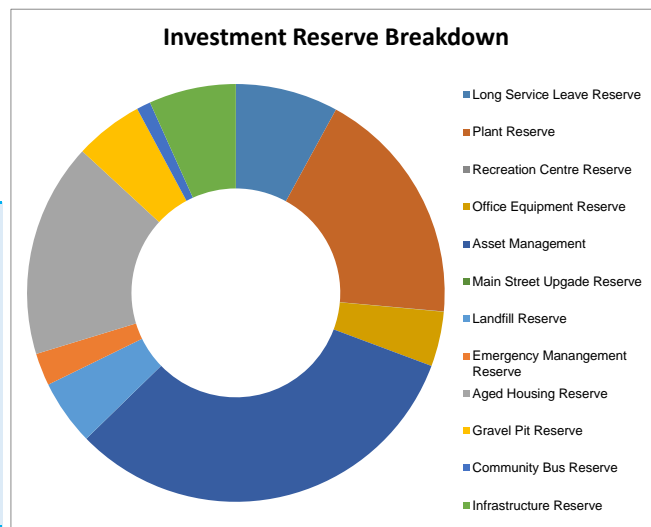


**Comments/Notes - Receivables General**

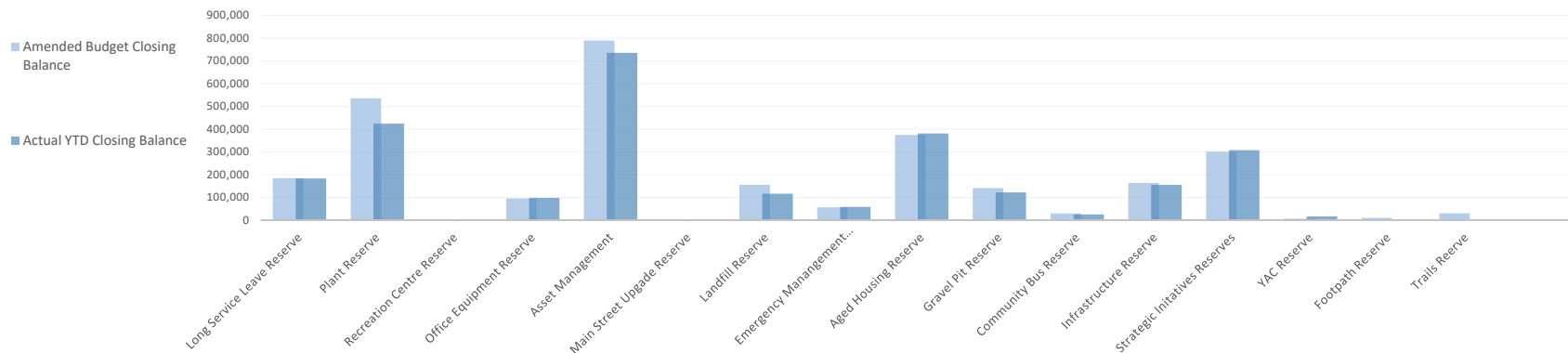
**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2019**

**Note 7: Cash Backed Reserve**

Name	Opening Balance 1/7/2019	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	182,930	(3,000)	(19)	15,000	0	(10,000)	0	184,930	182,911
Plant Reserve	424,340	(7,000)	(43)	140,000	0	(22,000)	0	535,340	424,297
Recreation Centre Reserve	560	0	(0)	0	0	0	0	560	560
Office Equipment Reserve	97,549	(1,000)	(10)	30,000	0	(31,000)	0	95,549	97,539
Asset Management	735,772	(12,000)	(75)	90,000	0	(24,000)	0	789,772	735,698
Main Street Upgrade Reserve	58	0	0	0	0	0	0	58	58
Landfill Reserve	116,343	(1,500)	(12)	40,000	0	0	0	154,843	116,331
Emergency Manangement Reserve	57,792	(1,000)	(6)	0	0	0	0	56,792	57,786
Aged Housing Reserve	381,099	(6,500)	(39)	0	0	0	0	374,599	381,061
Gravel Pit Reserve	122,000	(1,000)	0	20,000	0	0	0	141,000	122,000
Community Bus Reserve	25,051	(1,000)	(3)	5,000	0	0	0	29,051	25,048
Infrastructure Reserve	155,000	(1,000)	0	10,000	0	0	0	164,000	155,000
Strategic Initiatives Reserves	308,000	0	0	0	0	(7,000)	0	301,000	308,000
YAC Reserve	16,250	0	0	0	0	(10,000)	0	6,250	16,250
Footpath Reserve	0	0	0	10,000	0	0	0	10,000	0
Trails Reerve	0	0	0	30,000	0	0	0	30,000	0
	<b>2,622,744</b>	<b>(35,000)</b>	<b>(205)</b>	<b>390,000</b>	<b>0</b>	<b>(104,000)</b>	<b>0</b>	<b>2,873,744</b>	<b>2,622,539</b>



**Note 7 - Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2019**

**Note 8: Disposal of Assets**

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and Equipment</b>								0
P181	Toyota Camry				0				
P312	Scania 14t Tipper				0				
P653	John Deere Mower				0				
		0	0	0	0	0	0	0	0



**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2019**

**Note 9: Rating Information**

	Rate in	Number of Properties	Rateable Value	YTD Actual				Amended Budget			
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	8.8980	383	6,561,664	583,857	0	0	583,857	0			0
UV	0.4638	208	118,073,000	547,623	0	0	547,623	0			0
UV Pastoral				0	0	0	0		0	0	0
<b>Sub-Totals</b>		<b>591</b>	<b>124,634,664</b>	<b>1,131,479</b>	<b>0</b>	<b>0</b>	<b>1,131,479</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Minimum Payment</b>	<b>Minimum</b>										
	<b>\$</b>										
GRV	1,013.00	353	2,535,608	357,589	0	0	357,589	0	0	0	0
UV	1,133.00	206	26,003,497	233,398	0	0	233,398	0	0	0	0
<b>Sub-Totals</b>		<b>559</b>	<b>28,539,105</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>590,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>1,150</b>	<b>153,173,769</b>	<b>1,722,466</b>	<b>0</b>	<b>0</b>	<b>1,722,466</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Concession							0				0
<b>Amount from General Rates</b>							<b>1,722,466</b>				<b>0</b>
Ex-Gratia Rates							48,949				0
Specified Area Rates							0				0
<b>Totals</b>							<b>1,771,416</b>				<b>0</b>

**Comments - Rating Information**

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2019**

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars	01 Jul 2019	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
<b>Governance</b>								
Loan 37 NCRC	33,132		1,500	18,505	31,632	14,627	318	1,570 *
Loan 39 NMC		293,330	2,572	31,291	290,757	262,038	1,958	9,187
	33,132	293,330	4,073	49,796	322,389	276,665	2,275	10,757

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

\* Per SSL 2019\_20

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2019**

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating (b)	Capital	YTD Budget (a)+(b)	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	(Expended) (c)	Unspent Grant (a)+(b)+(c)
				\$	\$	\$				\$	\$	\$
General Purpose Funding												
Grants Commission - General Equalisation	WALGGC	operating	(427,099)	(425,411)	0	(852,510)	(425,411)		(425,411)	0	0	0
Grants Commission - Roads	WALGGC	operating	(268,121)	(242,276)	0	(510,397)	(242,276)		(242,276)	0	0	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)	0	0	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	(35,262)	(35,262)	(35,262)		(35,262)	0	0	0
CESM MOA Grant	Dept. of Fire & Emergency Serv.	Operating	0	(81,746)	0	(81,746)	(81,746)		(81,746)	0	0	0
Education and Welfare												
Grants - Community Bus	Contributions	Operating	0	(2,000)	0	(2,000)	(2,000)		(2,000)	0	0	0
Community Development Grants	Dept. Regional Development	operating - Tied	0	(34,500)	0	(34,500)	(34,500)		(34,500)	0	0	0
Department of Local Government, Active Healthy Living	Dept of Local Government	Operating - Tied	(10,000)	0	0	(10,000)			0		0	(10,000)
Recreation and Culture												
Grants - Recreation and Culture	LotteryWest	Non-operating	0	0	(133,000)	(133,000)	(133,000)		(133,000)	0	0	0
Transport												
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	(306,800)	(306,800)	(306,800)		(306,800)	0	0	0
MRD Grants - Capital Projects	Regional Road Group	Operating	0	(116,754)	0	(116,754)	(116,754)		(116,754)	0	0	0
Grant - Regional Road Group	Regional Road Group	Non-operating	0	0	(210,000)	(210,000)	(210,000)		(210,000)	0	0	0
			(724,360)	(1,022,687)	(685,062)	(2,432,109)	(1,707,749)	0	(1,707,749)	0	0	(29,140)
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		(695,220)	(868,187)	0	(1,563,407)	(868,187)	0	(868,187)	0	0	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		(29,140)	(154,500)	0	(183,640)	(154,500)	0	(154,500)	0	0	(29,140)
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	(685,062)	(685,062)	(685,062)	0	(685,062)	0	0	0
TOTALS			(724,360)	(1,022,687)	(685,062)	(2,432,109)	(1,707,749)	0	(1,707,749)	0	0	(29,140)

**SHIRE OF NANNUP**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 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 2019	Amount Received	Amount Paid	Closing Balance 31 Jul 2019
	\$	\$	\$	\$
BCITF Levy	160	0	160	0
BRB Levy	836	(802)	(75)	1,712
Bonds	71,996	(200)	200	71,996
Nomination Deposit	0	0	0	0
Donation Rec Centre Deposit	0	0	0	0
Nannup Community Bus	0	0	0	0
Trust accrued Expenses	0	0	75	(75)
	<b>72,992</b>	<b>(1,002)</b>	<b>360</b>	<b>73,633.74</b>

73,634  
Error 0.00



### Note 13: Capital Acquisitions

31/07/2019

Attachment 12.7.1

LIST OF ACCOUNTS DUE AND SUBMITTED TO COMMITTEE				
ACCOUNTS FOR PAYMENT - JULY 2019				
EFT/ Cheque	Date	Name	Invoice Description	Amount
Shire of Nannup Municipal Fund				
EFT11766	12/07/2019	NANNUP VALLEY CHALETS	CATERING	\$ 180.00
EFT11767	12/07/2019	JP REPAIRS	TYRES - FITTED	\$ 1,252.80
EFT11768	12/07/2019	NANNUP PHARMACY	FIRST AID SUPPLIES	\$ 21.98
EFT11769	12/07/2019	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 627.00
EFT11770	12/07/2019	DEAN GUJA	ENVIRONMENTAL HEALTH OFFICER	\$ 3,388.00
EFT11771	12/07/2019	AUSTRALIA'S SOUTHWEST	SECRET SPOTS AND STORIES PROMOTION	\$ 1,100.00
EFT11772	12/07/2019	PICKLE & O	CATERING - JUNE COUNCIL MEETING	\$ 367.50
EFT11773	12/07/2019	CITY & REGIONAL FUELS	FUEL	\$ 2,023.31
EFT11774	12/07/2019	BUSINESS INITIATIVE GROUP NANNUP (BIG N)	MEMBERSHIP FEES FOR 2019/20	\$ 145.00
EFT11775	12/07/2019	RAMM SOFTWARE PTY LTD	RAMM ANNUAL SUPPOT AND MAINTENANCE FEE FOR 2019/20	\$ 6,485.73
EFT11776	12/07/2019	JOHN BROUGH	REIMBURSEMENT OF EXPENSES	\$ 28.00
EFT11777	12/07/2019	AW ROADWORKS PTY LTD	TRAFFIC CONTROL - BRIDGE MAINTENANCE	\$ 1,339.80
EFT11778	12/07/2019	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 424.57
EFT11779	12/07/2019	BRIDGETOWN BOARDING KENNELS & CATTERY	RANGER SERVICES - FEES INCURRED	\$ 100.00
EFT11780	12/07/2019	BUSSELTON PEST & WEED CONTROL	PEST CONTROL	\$ 792.00
EFT11781	12/07/2019	TOLL TRANSPORT PTY LTD	SIGNAGE	\$ 77.66
EFT11782	12/07/2019	JASON SIGNMAKERS	EVENT SIGNAGE	\$ 522.72
EFT11783	12/07/2019	WAYNE G H JOLLEY	CONTRACT AGREEMENT - HOME OFFICE EXPENSES	\$ 525.00
EFT11784	12/07/2019	K & C HARPER	RECREATION CENTRE CHANGE ROOMS - TOILETS	\$ 3,005.20
EFT11785	12/07/2019	NORM FLYNN SMASH REPAIRS	EXCESS PAYMENT - REPAIRS TO CESM VEHICLE	\$ 1,000.00
EFT11786	12/07/2019	PRESTIGE PRODUCTS	CLEANING PRODUCTS	\$ 1,535.05
EFT11787	12/07/2019	ST. JOHN AMBULANCE - NANNUP	ST JOHN AMBULANCE MEMBERSHIPS	\$ 182.00
EFT11788	12/07/2019	TRACIE BISHOP	REIMBURSEMENT OF EXPENSES	\$ 253.40
EFT11789	12/07/2019	IT VISION	CUSTOMER SERVICE MODULE TRAINING	\$ 386.36
EFT11790	18/07/2019	P & F MARTIN	SES VEHICLE MAINTENANCE	\$ 136.75
EFT11791	18/07/2019	WINC AUSTRALIA PTY LTD	STATIONERY	\$ 70.74
EFT11792	18/07/2019	FIRE & SAFETY WA	SAFETY EQUIPMENT - BUSHFIRE BRIGADES	\$ 282.98
EFT11793	18/07/2019	CITY & REGIONAL FUELS	FUEL	\$ 6,008.27
EFT11794	18/07/2019	SCOPE BUSINESS IMAGING	PHOTOCOPIER SERVICE PLAN	\$ 1,057.55
EFT11795	18/07/2019	NANNUP DELI	REFRESHMENTS	\$ 163.23
EFT11796	18/07/2019	BROOKS HIRE	LOADER HIRE - WASTE FACILITY	\$ 1,955.36
EFT11797	18/07/2019	AMPAC	DEBT RECOVERY SERVICES	\$ 79.75
EFT11798	18/07/2019	TASK EXCHANGE PTY LTD	LG HUB SUBSCRIPTION 12 MONTHS - 15 USERS	\$ 5,060.00
EFT11799	18/07/2019	REDGATE LIME	ROADBASE RUBBLE	\$ 4,773.25
EFT11800	18/07/2019	BOYANUP BOTANICAL	PLANTS	\$ 168.87
EFT11801	18/07/2019	TOLL TRANSPORT PTY LTD	FIRE AND RESCUE DELIVERIES	\$ 151.64
EFT11802	18/07/2019	JASON SIGNMAKERS	EVENT SIGNAGE	\$ 515.68
EFT11803	18/07/2019	K & C HARPER	PLUMBER SERVICES	\$ 247.50
EFT11804	18/07/2019	METAL ARTWORK CREATIONS	STAFF NAME TAG	\$ 14.30
EFT11805	18/07/2019	NANNUP HARDWARE & AGENCIES	HARDWARE PURCHASES	\$ 83.95
EFT11806	18/07/2019	NANNUP EZIWAY SELF SERVICE STORE	TRAIL DASH CATERING	\$ 59.93
EFT11807	18/07/2019	SUGAR MOUNTAIN ELECTRICAL SERVICES	ELECTRICAL SERVICES - WIRING INTO OFFICES AND CONNECT TV OUTLET IN SHIRLEY HUMBLE	\$ 914.91
EFT11808	18/07/2019	IT VISION	ALTUS PURCHASE ORDER SUBSCRIPTION	\$ 38.50
EFT11811	24/07/2019	BP NANNUP	FUEL	\$ 139.79
EFT11812	24/07/2019	SOUTH WEST ISUZU	SCANIA TRUCK MAINTENANCE	\$ 443.30
EFT11813	24/07/2019	CITY & REGIONAL FUELS	FUEL	\$ 3,565.74
EFT11814	24/07/2019	BUSSELTON PEST & WEED CONTROL	PEST CONTROL	\$ 220.00
EFT11815	24/07/2019	TOLL TRANSPORT PTY LTD	FREIGHT	\$ 175.18
EFT11816	24/07/2019	SHIRE OF MANJIMUP	IT CONSULTANCY FEES	\$ 800.00
EFT11817	24/07/2019	ST. JOHN AMBULANCE - NANNUP	ST JOHN AMBULANCE MEMBERSHIPS	\$ 165.00
EFT11818	31/07/2019	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$ 1,744.60
EFT11819	31/07/2019	NANNUP DELI	REFRESHMENTS	\$ 72.60
EFT11820	31/07/2019	FRIENDS TO THE DARRADUP COMMUNITY INC.	REIMBURSEMENT OF EXPENSES	\$ 74.48
EFT11821	31/07/2019	CHUBB FIRE & SECURITY	FIRE HOSE REEL SERVICING	\$ 161.73
EFT11822	31/07/2019	NANNUP LIQUOR STORE	REFRESHMENTS	\$ 97.36
EFT11823	31/07/2019	CHRISTINE EDWARDS	SCHOOL HOLIDAY PROGRAM	\$ 150.00
EFT11824	31/07/2019	NANNUP SIGNS	SIGNAGE	\$ 30.00
EFT11825	31/07/2019	NANNUP BRIDGE CAFE	CATERING - JULY COUNCIL MEETING	\$ 485.50
EFT11826	31/07/2019	AUSTRALIAN TAXATION OFFICE - BAS	BUSINESS ACTIVITY STATEMENT JUNE 2019	\$ 27,256.00
EFT11827	31/07/2019	BOREHAM VALLEY NURSERY	TREES	\$ 231.00
EFT11828	31/07/2019	LANDGATE	INTERIM SCHEDULES	\$ 67.85
EFT11829	31/07/2019	EVERYDAY POTTED PLANTS	PLANTS	\$ 476.03
EFT11830	31/07/2019	FORPARK AUSTRALIA	PLAYGROUND EQUIPMENT	\$ 843.70
EFT11831	31/07/2019	TOLL TRANSPORT PTY LTD	FREIGHT SAFETY	\$ 28.44
EFT11832	31/07/2019	JTAGZ PTY LTD	DOG TAGS	\$ 169.40
EFT11833	31/07/2019	STATE LIBRARY OF WESTERN AUSTRALIA	BETTER BEGINNINGS PROGRAM 2019/20	\$ 55.00
EFT11834	31/07/2019	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2019/20	\$ 509.30
EFT11835	31/07/2019	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2019/20 MEMBERSHIP	\$ 531.00
EFT11836	31/07/2019	NANNUP HARDWARE & AGENCIES	HARDWARE PURCHASES	\$ 45.90
EFT11837	31/07/2019	NANNUP NEWSAGENCY	POSTAGE	\$ 462.37
EFT11838	31/07/2019	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS	\$ 159.02
EFT11839	31/07/2019	NANNUP COMMUNITY RESOURCE CENTRE	SCOTT RIVER VBFB FIRST AID COURSE	\$ 982.00
EFT11840	31/07/2019	FULTON HOGAN INDUSTRIES PTY LTD	ROAD MAINTENANCE SUPPLIES	\$ 1,795.20
EFT11841	31/07/2019	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	2019/20 WALGA SUBSCRIPTION	\$ 17,700.97
Total EFT Payments for period:				\$ 107,184.70

LIST OF ACCOUNTS DUE AND SUBMITTED TO COMMITTEE				
ACCOUNTS FOR PAYMENT - JULY 2019				
EFT/ Cheque	Date	Name	Invoice Description	Amount
20396	12/07/2019	ERIN CARTER	AFTERSCHOOL ART PROGRAM	\$ 511.76
20397	12/07/2019	MAINFORM CORPORATION PTY LTD T/AS JOMAR CONTRACTING	PREVENTATIVE BRIDGE MAINTENANCE	\$ 42,713.00
20398	12/07/2019	MICHAEL BLACKBURN	APPLICATION NOT REQUIRED - REFUND	\$ 147.00
20399	12/07/2019	TELSTRA	NORTH NANNUP VBFB TELSTRA MAY 2019	\$ 54.17
20400	18/07/2019	CITY OF BUSSELTON	PURCHASE OF COMPUTERS - ADMINISTRATION BUILDING	\$ 12,744.60
20401	18/07/2019	SPYKER TECHNOLOGIES PTY LTD	EMAIL PROTECTION	\$ 346.50
20402	24/07/2019	TELSTRA	TELSTRA USAGE AND SERVICE JUNE AND MAY 2019	\$ 142.98
20403	31/07/2019	OLD TEMPLEMORE ANTIQUES	TOWN HALL CHAIRS REPAIR	\$ 810.00
20404	31/07/2019	JONES LANG LASALLE ADVISORY PTY LTD	REVALUATION OF PLANT AND EQUIPMENT	\$ 6,600.00
20405	31/07/2019	WATER CORPORATION	TRADE WASTE PERMIT - GREASE TRAP ARRESTOR ANNUAL SERVICE FEE	\$ 341.26
Total Cheque Payments for period:				<u>\$ 64,411.27</u>
DD10537.1	31/07/2019	SYNERGY	SYNERGY JULY 2019	\$ 3,577.25
DD10537.2	31/07/2019	WATER CORPORATION	WATER CORPORATION JULY 2019	\$ 4,056.64
DD10537.3	31/07/2019	CALTEX AUSTRALIA	CALTEX JULY 2019	\$ 762.59
DD10537.4	31/07/2019	TELSTRA	TELSTRA JULY 2019	\$ 1,442.91
DD10537.5	31/07/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 39 JULY 2019	\$ 6,347.83
DD10537.6	31/07/2019	SGFLEET	SGFLEET JULY 2019	\$ 1,903.92
DD10537.7	31/07/2019	AUSSIE BROADBAND - DIRECT DEBIT	AUSSIE BROADBAND JULY 2019	\$ 209.66
DD10537.8	31/07/2019	BOC LIMITED	BOC JULY 2019	\$ 70.54
DD10537.9	31/07/2019	BP AUSTRALIA	BP AUSTRALIA JULY 2019	\$ 434.60
DD10537.10	31/07/2019	CLEANAWAY	CLEANAWAY JULY 2019	\$ 10,116.83
DD10537.11	31/07/2019	CALL ASSOCIATES PTY LTD - INSIGHT & CONNECT	CONNECT JULY 2019	\$ 81.51
DD10537.12	31/07/2019	CORPORATE CREDIT CARD - SHIRE OF NANNUP	CORPORATE CREDIT CARD JULY 2019	\$ 960.55
DD10537.13	31/07/2019	GO GO MEDIA * DIRECT DEBIT*	GO GO MEDIA JULY 2019	\$ 75.90
DD10537.14	31/07/2019	WESTNET	WESTNET JULY 2019	\$ 184.84
Total Direct Debit Payments for period:				<u>\$ 30,225.57</u>
Shire of Nannup Trust Fund				
EFT11809	18/07/2019	DAVID & ALICIA MAY-WILKIE	REFUND OF BOND PAID	\$ 200.00
EFT11810	18/07/2019	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	SHIRE OF NANNUP BCITF LEVY JUNE 2019	\$ 81.75
EFT11842	31/07/2019	BUILDING CONSTRUCTION INDUSTRY TRAINING FUND	BCITF LEVY JULY 2019	\$ 61.75
Total Trust Payments for period:				<u>\$ 343.50</u>
TOTAL MUNICIPAL PAYMENTS FOR PERIOD				<u>\$ 201,821.54</u>
TOTAL TRUST PAYMENTS FOR PERIOD				<u>\$ 343.50</u>
TOTAL PAYMENTS FOR PERIOD:				<u>\$ 202,165.04</u>

SHIRE OF NANNUP			
CREDIT CARD PAYMENTS- JULY 2019			
Date	Supplier	Description	Amount
<b>D TAYLOR</b>			
3/06/2019	COMMONWEALTH BANK	ANNUAL FEE	\$ 40.00
4/06/2019	MELO VELO CAFÉ	PRESIDENTS MEEETING	\$ 9.60
6/06/2019	CH PERTH FIT CHIC B	ACCOMMODATION WALGA - CEO MEETING	\$ 96.43
14/06/2019	NANNUP BRIDGE CAFÉ	RECOVERABLE - REIMBURSED	\$ 32.00
18/07/2019	MELO VELO CAFÉ	PRESIDENTS MEEETING	\$ 20.90
19/06/2019	BALINGUP LIQUOR	FUEL NPO	\$ 102.55
24/06/2019	BALINGUP LIQUOR	FUEL NPO	\$ 92.11
2/07/2019	MELO VELO CAFÉ	PRESIDENTS MEEETING	\$ 14.30
16/07/2019	MELO VELO CAFÉ	PRESIDENTS MEEETING	\$ 14.90
23/07/2019	MELO VELO CAFÉ	PRESIDENTS MEEETING	\$ 4.80
26/07/2019	PUMA BUSSELTON	FUEL NPO	\$ 96.19
<i>Subtotal</i>			\$ 523.78
<b>T BISHOP</b>			
1/07/2019	COMMONWEALTH BANK	ANNUAL FEE	\$ 36.67
17/07/2019	SURVEYMONKEY	DONNELLY RIVER HUT SURVEY	\$ 384.00
24/07/2019	MELO VELO CAFÉ	PRESIDENTS MEEETING	\$ 16.10
<i>Subtotal</i>			\$ 436.77
<b>Total</b>			<b>\$ 960.55</b>