

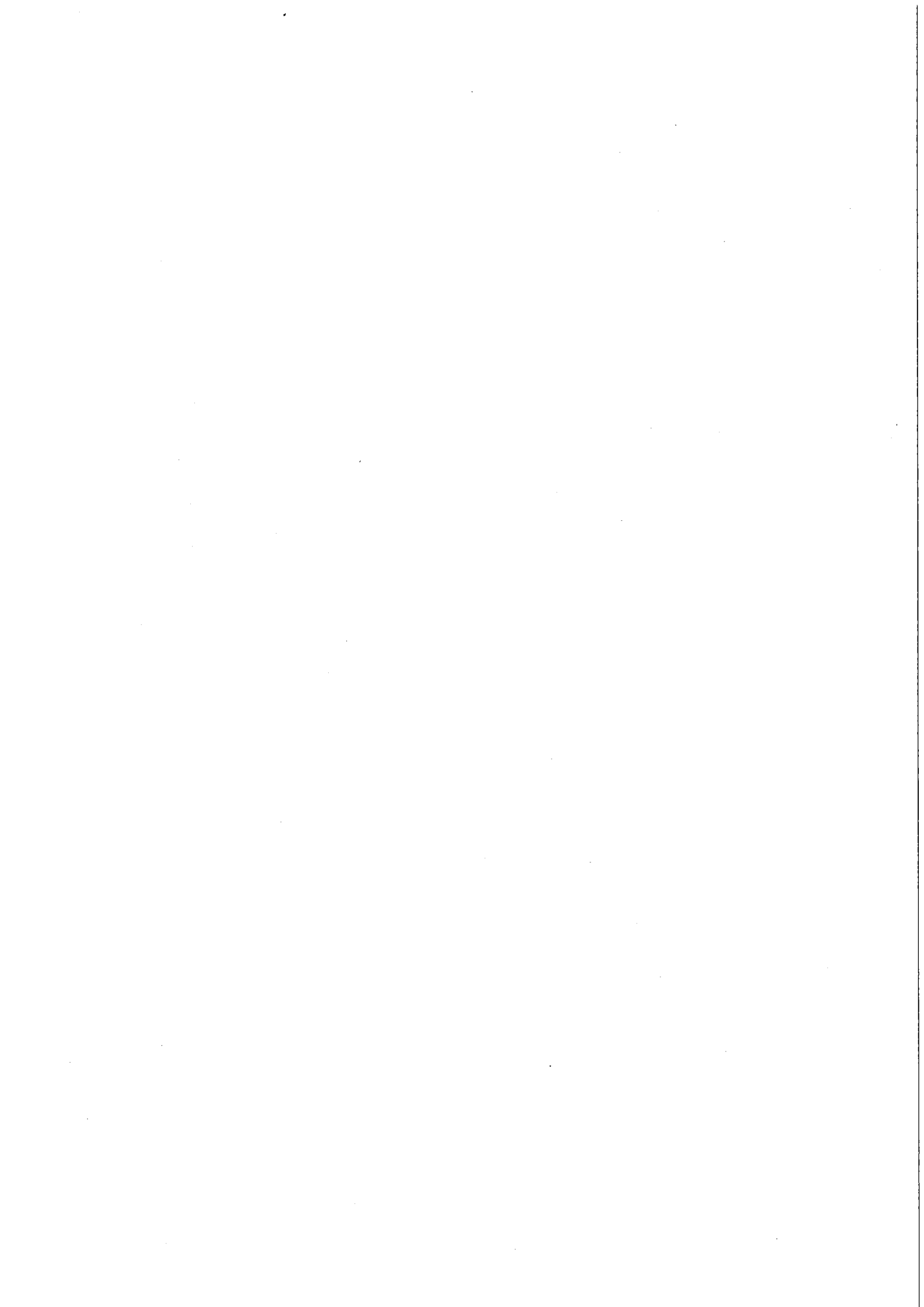


*Shire of*  
**N A N N U P**

*The Garden Village*

# AGENDA

Council Meeting to be held  
on Thursday 24 May 2012



# ***Shire of Nannup***

## **NOTICE OF AN ORDINARY COUNCIL MEETING**

Dear Council Member,

The next Ordinary Meeting of the Shire of Nannup Council will be held on Thursday 24 May 2012 in the Council Chambers, Nannup commencing at 4.15 pm.

Schedule for 24 May 2012:

- 1.30 pm Youth Presentation – Kerrie Yabsley
- 2.00 pm Presentation of Nannup Branding by Gumption - Shirley Humble Room
- 2.30 pm Cuppa with a Councillor – Shirley Humble Room
- 3.15 pm Presentation – South West Development Commission(SWDC), Billy Wellstead and Mark Exeter, the new Blackwood representatives
- 3.25 pm Edwin Bollig of Bollig Design – Recreation Centre Presentation
- 4.15 pm Council Meeting
- 5.30 pm Information Report
- 5.45 pm Planning Scheme Review - Steve Thompson
- 7.00 pm Dinner: Supplied by the CWA



**ROBERT JENNINGS**  
**CHIEF EXECUTIVE OFFICER**

# Agenda

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**  
(previously approved)
3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
4. **PUBLIC QUESTION TIME**
5. **APPLICATIONS FOR LEAVE OF ABSENCE**
6. **PETITIONS/DEPUTATIONS/PRESENTATIONS**
7. **DECLARATIONS OF INTEREST**

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

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

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

That the Minutes of the Ordinary Council Meeting of the Shire of Nannup held in Council Chambers on 26 April 2012 be confirmed as a true and correct record.

9. **ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**
10. **REPORTS BY MEMBERS ATTENDING COMMITTEES**
11. **REPORTS OF OFFICERS**

Agenda No.	Description	Page No.
<b>DEVELOPMENT SERVICES</b>		
11.1	Consequential Amendment of Building Related Policies	4
11.2	Proposed closure of unnamed road reserves – submitted to initiate road closure process	7

**WORKS & SERVICES**

- |      |  |   |
|------|--|---|
| 11.3 | Local Emergency Management Arrangement | 9 |
|------|--|---|

**FINANCE & ADMINISTRATION**

- |      |  |    |
|------|--|----|
| 11.4 | Registration of Voting Delegates - WALGA<br>Annual General Meeting | 12 |
| 11.5 | Budget Monitoring 2011/12 – March 2012                             | 13 |
| 11.6 | Accounts for Payment – April 2012                                  | 17 |

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

(a) OFFICERS

- 12 (a).1 Request for Quotation Award – Nannup Main Street Project

(b) ELECTED MEMBERS

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

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

**15. CLOSURE OF MEETING**

# **DEVELOPMENT SERVICES**

AGENDA NUMBER: 11.1  
SUBJECT: Consequential Amendment of Building Related Policies  
LOCATION/ADDRESS: N/A  
FILE REFERENCE: ADM 9  
AUTHOR: Wayne Jolley – Building Surveyor  
AUTHORISING OFFICER: Chris Wade – Manager Infrastructure  
DISCLOSURE OF INTEREST: N/A  
DATE OF REPORT: 28 April 2012

## **SUMMARY:**

At Council's request this report is provided to authorise the consequential changes to Council policies and delegations arising from the introduction of the Building Act 2011. Whilst the full policies are not reproduced as part of this report Councillors can view these if they wish by contacting the Executive Officer.

The recently introduced building legislation has changed the terminology and the legislative references used in relation to the building approval process. A number of consequential amendments are now recommended to update relevant Council policies.

## **BACKGROUND:**

Last year, a new Building Act 2011 was introduced replacing the Local Government (Miscellaneous Provisions) Act 1960 and on 2 April 2012 new Building Regulations 2012 were introduced, replacing their 1989 predecessor. As a consequence some of the terminology has been changed (e.g. Building License has been changed to Building Permit).

In order to ensure that Council Policies are current, the Consolidated Policy Manual has been reviewed accordingly.

## **COMMENT:**

Many, but only minor discrepancies were found. The main change required is the change in terminology from "building license" to "building permit". This was identified variously throughout the following policies:

1. LPP 001 - Cut & Fill and Retaining Wall;
2. LPP 006 - Standard Development Conditions & Grounds of Refusal and Subdivision Comments; and
3. LPP 009 - Relocated Dwellings.

The other changes necessary are references to the old legislation (i.e. Local Government (Miscellaneous Provisions) Act 1960 and Building Regulations 1960), which should be changed to Building Act 2011 and Building Regulations 2012, respectively. This has been identified in LPP 009 - Relocated Dwellings.

While reviewing the Policy Manual, two other minor discrepancies were discovered within LPP 006 - Standard Development Conditions & Grounds of Refusal and Subdivision Comments:

Foot note 3 (fn3) under General Footnotes

This standard condition requires that "drawings submitted for a building license are to be properly drawn and certified by a practising structural engineer". In reality, it is not necessary to have an engineer certify all plans for all buildings. The Building Regulations 2012 empower the Building Surveyor to require whatever documentation is necessary to ensure compliance with the Building Code of Australia, including engineered drawings. It is therefore recommended that this standard condition is modified to reflect that the engineered drawings must be provided as required by the Building Surveyor.

Planning condition (pc57) under Tourist Accommodation

This standard condition stipulates that no more than 2 rooms shall be used for a bed & breakfast, which is contrary to Policy LPP 004 Bed & Breakfast, which stipulates a maximum of 3 rooms. A minor change is recommended to change the standard condition to reflect Policy LPP 004 (i.e. change to 3 rooms).

**STATUTORY ENVIRONMENT:** Building Act 2011, Building Regulations 2012

**POLICY IMPLICATIONS:**

Minor amendment of some policies and delegations are indicated.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**SUSTAINABILITY IMPLICATIONS:** Nil.

**VOTING REQUIREMENTS:** Simple majority.

**RECOMMENDATION:**

1. That wherever the term "building license" is used in Council Policies and delegations, it is replaced with the term "building permit".
2. That wherever reference is made to the Local Government (Miscellaneous Provisions) Act 1960 in Council Policies and delegations, it is replaced with Building Act 2011.

**Shire of Nannup  
Ordinary Council Meeting Agenda: May 2012**

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3. That wherever reference is made to the Building Regulations 1989 in Council Policies and delegations, it is replaced with Building Regulations 2012.
4. That standard condition fn3 of Policy LPP 006 is changed to:  
"Where required by the Building Surveyor, the drawings submitted for a building permit are to be properly drawn and certified by a practising structural engineer to confirm that they comply with the requirements of the Building Code of Australia."
5. That in standard condition pc57 of Policy LPP 006, the figure "2" (representing 2 bedrooms) be replaced with the figure "3".



**AGENDA NUMBER:** 11.2  
**SUBJECT:** Proposed closure of unnamed road reserves – submitted to initiate road closure process  
**LOCATION/ADDRESS:** Perks Road, Cundinup  
**NAME OF APPLICANT:** Nannup Surveys  
**FILE REFERENCE:** TPL9.136217  
**AUTHOR:** Steve Thompson – Consultant Planner  
**REPORTING OFFICER:** Robert Jennings – Chief Executive Officer  
**DISCLOSURE OF INTEREST:** Edge Planning & Property receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of the Local Government Act 1995  
**DATE OF REPORT:** 14 May 2012

Attachment: 1. Correspondence and plans from applicant  
2. Location Map

**BACKGROUND:**

An application has been made to permanently close various unconstructed and unnamed road reserves, as outlined in Attachment 1, marked as “A”, “B” and “C”.

The Western Australian Planning Commission (WAPC) granted conditional approval to a subdivision application on 24 June 2008. Condition 4 stated:

“The subdivider initiating with Council the closure of any unnecessary portions of road reserves with the subject land. (Local Government)”

The location of the road reserves is shown in Attachment 2. The area is approximately 10 kilometres north-north east of the Nannup townsite.

**COMMENT:**

It is recommended that Council initiate permanent road closure action for the areas marked as “A” and “B” in Attachment 1 given that:

- the road reserves are now superfluous with the creation of the new road reserve and construction of Credence Ridge Road. With the realignment of lot boundaries, the requested road reserve closure will not create additional “land locked lots” without direct access to a gazetted road reserve;
- road reserve “A” is not connected to any other road reserve;
- road reserve “B”:
  - (western section) only impacts the adjoining State Forest to the west. The State Forest has direct access to Cundinup Road;
  - the applicant advises that road reserve “B” (eastern section) is never likely to be constructed due to steep topography to the east. Adjoining Lot 1331 has separate direct access to a gazetted road reserve;
  - it will assist in effective management of the road reserves with it being amalgamated into adjoining rural land; and
  - the proposed road closure is consistent with the WAPC condition.

Following discussions with the applicant, it is suggested that the road reserve marked as "C" in Attachment 1 should not be closed at this time. While not constructed, this road reserve provides gazetted road access to lots to the south.

Subject to the Council's decision, the Shire administration will next:

- write to and invite comments from adjoining/nearby landowners;
- write to and invite comments from relevant State Government and servicing authorities;
- place a public notice in local newspapers; and
- have information available on the Shire website and at the Shire office.

Following this, the Shire administration will report back to Council. The Council will then determine whether or not it will agree to the road reserve closure request and whether it will advise the Minister for Regional Development and Lands to permanently close the road reserves.

**STATUTORY ENVIRONMENT:**

Land Administration Act and Land Administration Regulations. A Council resolution is required to initiate the road closure process.

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:**

The applicant has paid the application fee in accordance with the Council's fees and charges.

**STRATEGIC IMPLICATIONS:** Nil

**VOTING REQUIREMENTS:** Simple majority.

**RECOMMENDATION:**

That Council:

1. Agrees to initiate permanent road reserve closure action, under section 58 of the Land Administration Act 1997, to close the unnamed road reserves marked as "A" and "B" as set out in Attachment 1;
2. Note the Shire administration will invite submissions on the road reserve closure request for a period of six (6) weeks; and
3. Will reconsider the road reserve closure request following the close of the public submission period and will determine whether or not it will agree to request that the Minister for Regional Development and Lands closes the road reserves.

**NANNUP SURVEYS  
LICENSED SURVEYORS**

SHIRE OF NANNUP RECEIVED			
Ref: <b>A1675</b>	No. <b>2012/196</b>		
<b>TPL 9-136217</b>			
<b>- 8 MAY 2012</b>			
CEO MCS WM MDS	AO RO CDO CKI	LIB PUB	FMO YO RO

Andrew Pash L.S. M.S.S.S.I  
13 Cockatoo Drive Nannup WA 6275  
ABN 53 389 651 401  
Email: [andrew.pash@bigpond.com](mailto:andrew.pash@bigpond.com)

TEL 9756 0901  
FAX 9756 0902  
MOB 0432 110 940

Mr C Wade  
The Manager of Infrastructure  
Shire of Nannup  
15 Adam Street  
Nannup WA 6275

07/02/2012

Dear Mr Wade

I act on behalf of the owners of Credence Estate lot 902 on DP 63590 Perks Road Cundinup, Shayne and Bobby Brown in applying for the part closure of existing roads within the parcel to comply with condition 4 of their subdivision application WAPC ref 136217.

The roads are shown highlighted red and blue on the attached DP 69041  
It is intended in the future to amalgamate the closed road coloured red with lot 905 and the section coloured blue with lot 906.  
Areas and dimensions of proposed closed roads are shown on this plan.

I would be grateful if you could progress the road closure process and present this application to Council.

Yours faithfully,





If there is no agency/authority or Local Government noted in brackets at the end of the condition(s), a written request for confirmation that the requirement(s) outlined in the condition(s) have been fulfilled should be submitted to the WAPC, prior to lodgement of the deposited plan for endorsement.

Prior to the commencement of any site works or the implementation of any condition(s) in any other way, the applicant/owner is to liaise with the nominated agency/authority or Local Government on the requirement(s) it considers necessary to fulfil the condition(s).

The applicant/owner is to make reasonable enquiry to the nominated agency/authority or Local Government to obtain confirmation that the requirement(s) of the condition(s) have been fulfilled. This may include the provision of supplementary information. In the event that the nominated agency/authority or Local Government will not provide its written confirmation following reasonable enquiry, the applicant/owner then may approach the WAPC for confirmation that the condition(s) have been fulfilled.

In approaching the WAPC, the applicant/owner is to provide all necessary information, including proof of reasonable enquiry to the nominated agency/authority or Local Government.

The condition(s) of this approval, with accompanying advice, are:

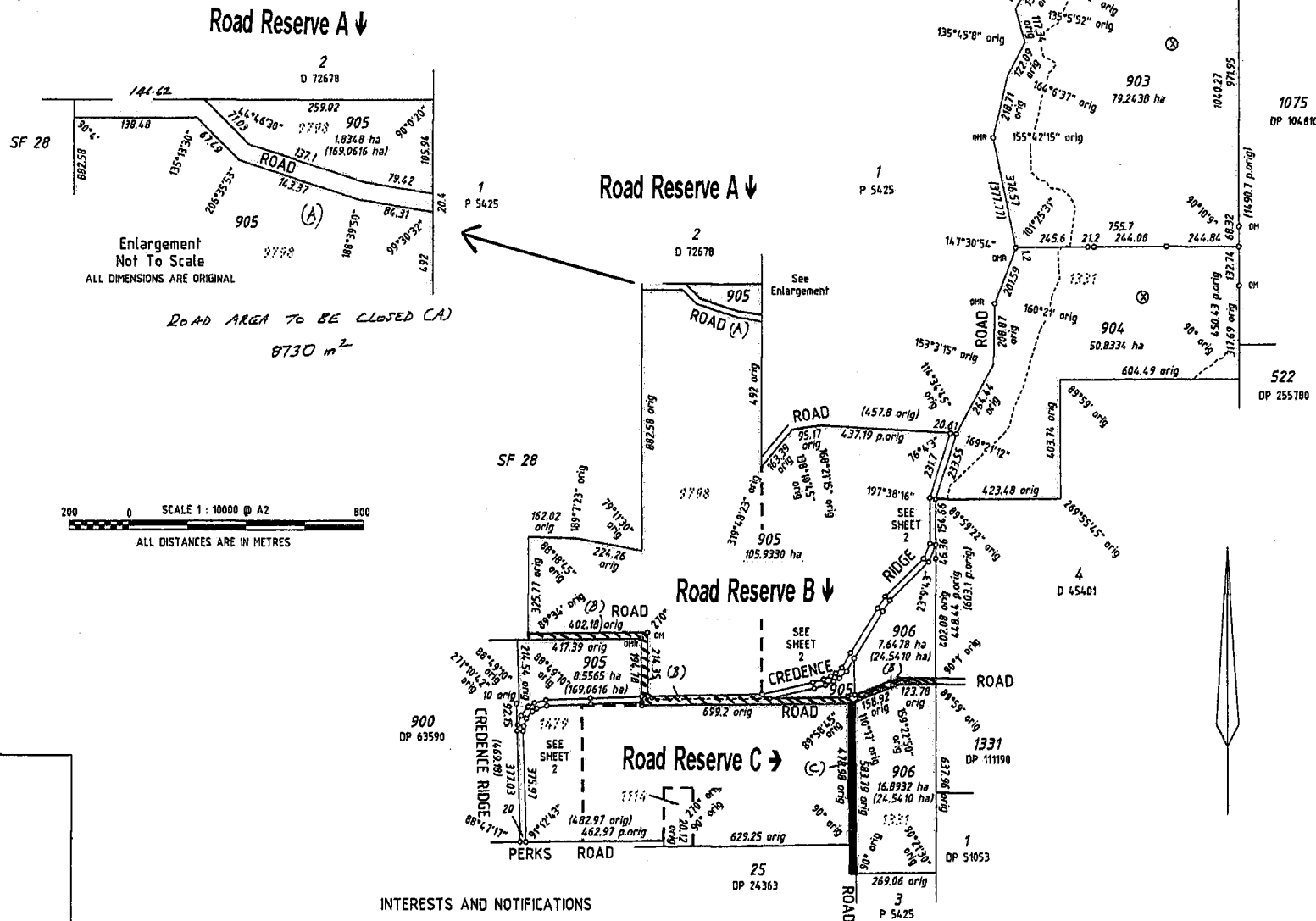
**CONDITION(S):**

1. The subdivider is to prepare and implement a Fire Management Plan that demonstrates that the requirements of the 'Planning for Bush Fire Protection' have been satisfied, with respect to meeting the contained fire protection performance criteria. (Fire and Emergency Services Authority)
2. Those lots not fronting an existing road being provided with frontage to a constructed road(s) connected by a constructed road(s) to the local road system and such road(s) being constructed and drained at the applicant/owner's cost. As an alternative the WAPC is prepared to accept the applicant/owner paying to the Local Government the cost of such road works as estimated by the Local Government subject to the Local Government providing formal assurance to the WAPC confirming that the works will be completed within a reasonable period as agreed by the WAPC. (Local Government)
3. Suitable arrangements being made with the Local Government for the provision of vehicular crossover(s) to service the lot(s) shown on the approved plan of subdivision. (Local Government)
4. The subdivider initiating with Council the closure of any unnecessary portions of road reserves within the subject land. (Local Government)
5. A Conservation Covenant with the Department of Environment and Conservation, pursuant to section 129BA of the Transfer of Land Act 1893 (as amended), is to be placed on the Certificates of Title of proposed lots B,C & F advising of the existence of a restriction on the use of the land to protect areas identified for conservation. Notice of this restriction to be included on the Deposited Plan. (DEC)

VERSION	AMENDMENT	AUTHORISED BY	DATE

LIMITED IN DEPTH TO 60.96 METRES  
AS TO LOT 9798 ONLY

LIMITED IN DEPTH TO 609.6 METRES  
AS TO LOTS 1331, 1114, 1233 & 1479 ONLY.



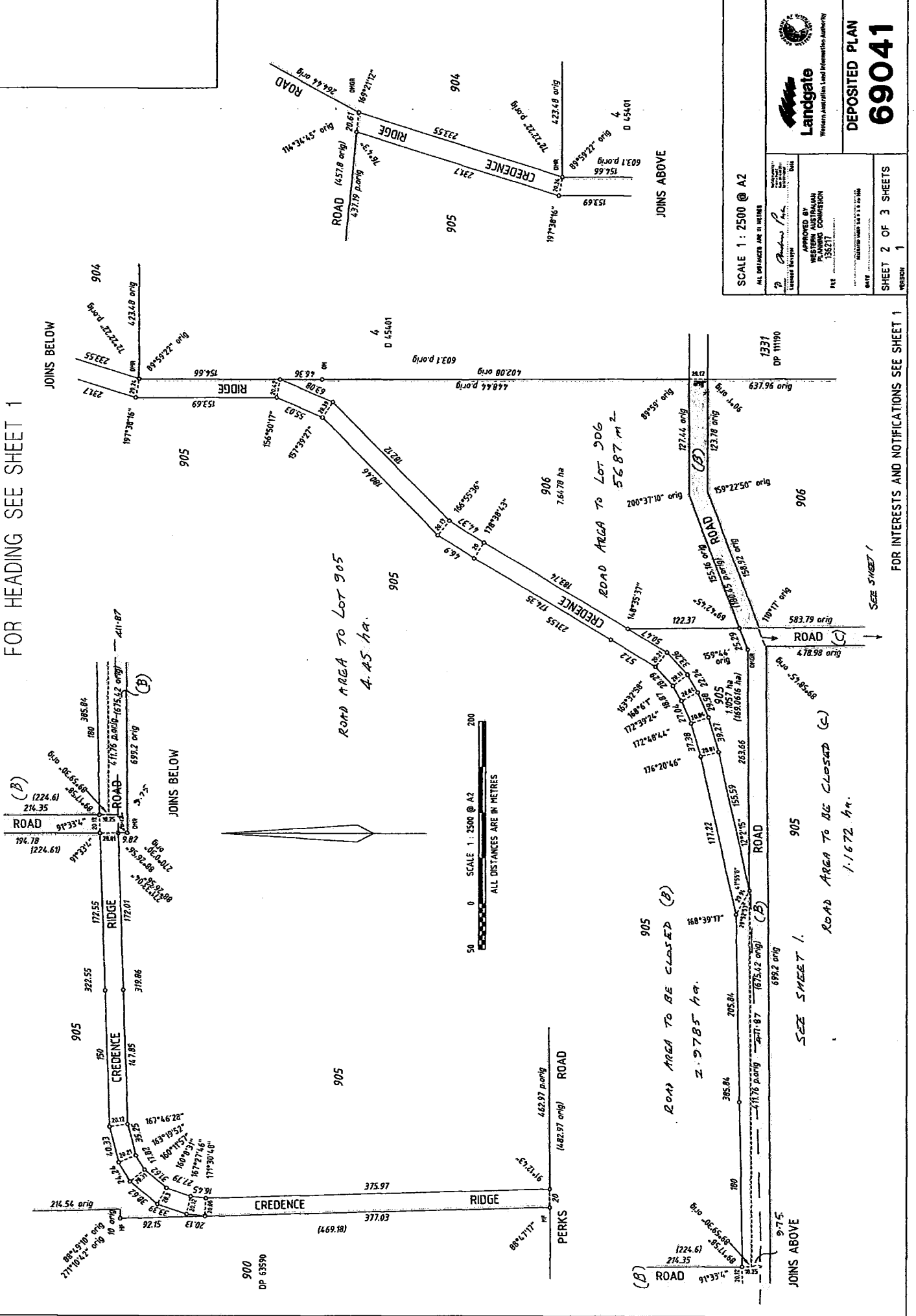
INTERESTS AND NOTIFICATIONS

SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS
⊗	RESTRICTIVE COVENANT	SEC 1298A OF THE TLA	DOC L060423	LOTS 903 & 904	CONSERVATION AND LAND MANAGEMENT EXECUTIVE BODY	USE OF LAND RESTRICTIONS DIMENSIONS DERIVED FROM AERIAL PHOTOGRAPHY

TYPE		FREEHOLD	
PURPOSE		SUBDIVISION	
PLAN OF			
LOTS 903 - 906 (INCL) AND ROAD			
DISTRICT		NELSON	SSA - NO
TOWNSITE			
FILE		LOCALITY	CUNDINUP
LOCAL AUTHORITY		SHIRE OF NANNUP	LOT 902 DP 63590 CT 2726/579
INDEX		BALINGUP SW (25)	FIELD BOOK 114.807
SCALE 1 : 10000 @ A2			
SURVEYOR'S CERTIFICATE - Reg 54			
I, <b>Andrew Pash</b> being duly sworn, depose and declare that the above is a correct representation of the actual survey made by me or by me in conjunction with the persons whose names are mentioned in the return annexed to this certificate and that I possess the relevant written data in relation to which it is made.			
SIGNED		DATE	
SURVEY FIRM			
<b>Nannup Surveys</b>			
LODGED	TYPE OF VALIDATION	APPROVED BY WESTERN AUSTRALIAN PLANNING COMMISSION	
DATE	FULL AUDIT	FILE	136217
FEE PAID	LEGAL COMPONENT		
ASSESS No	INDEXED		
	CERTIFIED CORRECT		
	P.S.C.		
IN ORDER FOR DEALINGS			
SUBJECT TO			
INSPECTOR OF PLANS & SURVEYS / AUTHORIZED LAND OFFICER			
APPROVED			
INSPECTOR OF PLANS & SURVEYS / AUTHORIZED LAND OFFICER			
<b>Landgate</b> Western Australian Land Information Authority			
DEPOSITED PLAN			
<b>69041</b>			
SHEET	1	OF	3 SHEETS
VERSION	1		

**Nannup Surveys**  
13 Cockatoo Drive NANNUP WA 6275  
Phone: 9756 0901 Fax: 9756 0902  
Mobile: 0432 110 940

FOR HEADING SEE SHEET 1



**DEPOSITED PLAN**  
**69041**

SCALE 1 : 2500 @ A2  
ALL DISTANCES ARE IN METRES

APPROVED BY  
WESTERN AUSTRALIAN  
PLANNING COMMISSION  
138237

REGISTERED UNDER 165110 (M) 1986

SHEET 2 OF 3 SHEETS  
VERSION 1

FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1

SEE SHEET 1

SEE SHEET 1.  
ROAD AREA TO BE CLOSED (B)  
1.1672 ha.

ROAD AREA TO LOT 905  
4.45 ha.

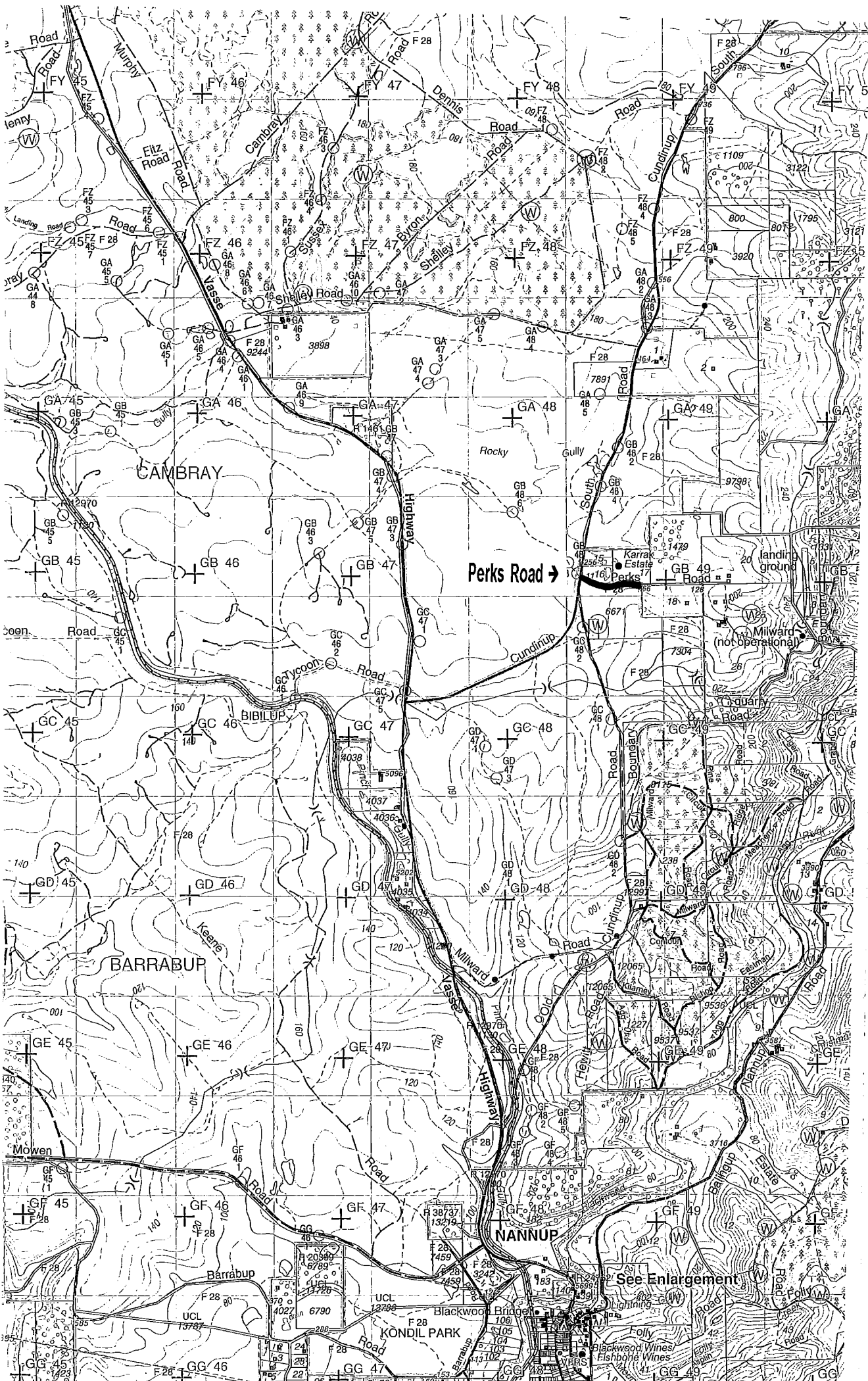
ROAD AREA TO BE CLOSED (B)  
2.2785 ha.

ROAD AREA TO LOT 906  
5687 m<sup>2</sup>

900  
DP 63590

905  
DP 11190

906  
DP 11190



# **WORKS & SERVICES**

AGENDA NUMBER: 11.3  
SUBJECT: Local Emergency Management Arrangements  
LOCATION/ADDRESS: NANNUP  
NAME OF APPLICANT: N/A  
FILE REFERENCE: ASS 23  
AUTHOR: Terese Levick-Godwin  
REPORTING OFFICER: Chris Wade – Manager Infrastructure  
DISCLOSURE OF INTEREST: Nil.  
DATE OF REPORT: 14 May 2012

Attachment 1. LEMC minutes from 2 April 2012  
Attachment 2. Email from Nannup Police on Terrorism policy  
Attachment 3. Parts A & B - Emergency Management Arrangements: as  
Separate Cover

## **BACKGROUND:**

A grant of \$9,180 was received from AWARE (Agencies Working at Reducing Emergencies) to develop Local Emergency Management Arrangements for the Shire of Nannup and Wendy Trow was appointed as Project Manager.

## **COMMENT:**

The purpose of the Emergency Arrangements is to address all hazards across the Shire of Nannup; these plans will address and create arrangements to cover Prevention, Preparation, Response and Recovery.

Part A contains the Risk Register, Risk Management strategies and Risk Treatments and Part B contains the Emergency Contacts and Resources. These documents form the basis of the Emergency Management Arrangements.

Parts C and D will be completed in the future when further funding has been sourced. It is hoped that this will be in the 2012 - 2013 financial year. Part C will contain the Emergency Response Plans and Part D will address Evacuation of the impacted community during an emergency.

Parts A and B of the Local Emergency Management Arrangements, (attachment 3) are now complete and were presented to the Local Emergency Management Committee for discussion and adoption (Refer Attachment 1 for resolution) before now being presented to Council for its consideration and adoption.

In compiling the attached documents, a community survey was carried out in December 2009 and 101 responses were received. As a result of this survey and consideration of the document by the Local Emergency Management Committee (LEMC), the following risks were identified in the Shire (these are listed in priority order, where 1 is the highest priority):



**Shire of Nannup  
Ordinary Council Meeting Agenda: May 2012**

<b>Priority</b>	<b>Identified Risk</b>	<b>Hazard Management Authority (HMA)</b>
1	Rural Fire	FESA
2	Flood	FESA
3	Severe Storm / Tempest / Cyclone	FESA
4	House (Urban) Fire	FESA
5	Road Transport Emergency	WA POL
6	Hazardous Materials Incident	FESA – Chemical Health/FESA – Radiation Health – Biological
7	Animal and Plant Biosecurity	Agriculture
8	Dam Break	Water Corp (public dams)
9	Earthquake/landslide	FESA
10	Human Epidemic	Health
11	Air Transport Accident	WAPOL
12	Marine Search and Rescue	WAPOL

Discussions with WA Police indicate that terrorism was seen as a very low threat in the Shire of Nannup and it was suggested that Marine Search and Rescue was a more likely risk. Therefore terrorism has been deleted from the Local Emergency Management Arrangements and replaced by Marine Search and Rescue. An email from Sergeant Taylor of Nannup Police (attachment 2) was sent out to the LEMC members with the agenda for the last LEMC meeting and Terrorism was noted but left off the Risk Statements.

Additionally, advice has been sought from the Western Australian Local Government Association (WALGA) on the documents which are attached. The response from WALGA was that the document met the standards of similar documents.

Because of the number and severity of fires in the Shire of Nannup this year, a strategic review of the Emergency Arrangements, which includes an assessment of procedures both at the Shire and Brigade level, is being carried out by Shire Officers.

***Councillors should note that Part B of the Emergency Arrangements will not be available to the general public as the document contains confidential information.***

**STATUTORY ENVIRONMENT:** Emergency Management Act 2005.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**VOTING REQUIREMENTS:** Simple Majority.

**RECOMMENDATION:**

That Council adopt Part A and Part B of the Local Emergency Management Arrangements.

LEMC Minutes – April 2012

## SHIRE OF NANNUP

### Local Emergency Management Advisory Committee

Monday 2 April 2012

Held in the Shirley Humble Room

Nannup Shire

# MINUTES

## 1 .OPENING

Mrs B Dunnet chaired the meeting and declared the meeting open at 3.04pm

## 2. ATTENDANCE & APOLOGIES

Cr N Steer – Nannup Shire

Cr B Dunnet – Nannup Shire

Ms T Levick-Godwin - Chief Bushfire Control Officer/CESM

Mrs L Stokes – Nannup Shire Community Development Officer

Mr V Cheema – EMWA CEMO

Mr N Booker – Nannup Hospital

Ms R Boucher - Department for Child Protection (DCP)

Ms P Adams - Department for Child Protection (DCP)

Mr L Gardiner – LSW FESA SES District Manager

Mrs C Merritt – Nannup Fire and Rescue Service

Mrs G Millward – Nannup CWA

Mr Steve Mills – Department of Environment and Conservation (DEC)

### Guests –

Mrs L Stokes – Nannup Shire Community Development Officer

Mr P Smoker – FESA LSW Acting Area Manager

Mr G Mair – Department of Environment and Conservation (DEC)

### Apologies were received from:

Mrs C Brown – Nannup Community Resource Centre

Mr C Buckland – Nannup District High School

Ms K Taylor– Nannup Police

Cr B Longmore – Nannup Shire

Mr C Wade – Nannup Shire

### 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

#### N STEER /G MILLWARD

That the meeting minutes of Local Emergency Management Advisory Committee meeting held Monday 16 January 2012 be confirmed as true and correct.

**CARRIED**

### PRESENTATION

Nil

### 4. REPORTS

1. Mrs L Stokes Acting Recovery Coordinator spoke on the recovery from the Milyeannup and the Ellis Plantation Fires. Her report is attached.

### 5. BUSINESS ARISING FROM THE MINUTES

- 5.1 Discussion on the Keelty report and the Ministerial paper, Mr Mair commented that DEC Blackwood would have a reduced burn schedule and now would be carrying out only 7 prescribed burns because of the 5 km limit around town sites. Mr Mair commented that he hoped that by the coming spring that DEC would be carrying on their usual business practices.
- 5.2 Part A and Part B of the Emergency Management Arrangements Discussion was held regarding the changes made to Parts A and B of the Emergency Arrangements and the following motion was passed

#### STEER/BOOKER

*It is recommended to Council that:*

- *The final draft of Part A and Part B of the Local Emergency Management Arrangements is submitted to Council for adoption at the 26 April 2012 meeting.*

**CARRIED**

- 5.3 Terms of Reference – discussion and point made that the Nannup District High School should be added to the list of members – *done*.
- 5.4 Recovery Coordinator Position – the Community Development Officer for the Shire will continue on in the position for the foreseeable future, and with the

recognition that with incidents such as the Milyeannup Fire, Recovery can be a long term proposition.

Ms P Adams stated that there was a continuing need for support for the injured worker in the Milyeannup Fire.

Discussion was held around the under insured property in the Milyeannup Fire and that the issues would remain critical until the issue of liability had been clarified.

The Recovery Coordinator's report is attached.

It should be noted that the Deputy Recovery Coordinator – Mrs C Pinkerton has also resigned but will continue to assist with the Evacuation Centre as required.

## **6. GENERAL BUSINESS**

**6.1** Discussion was held regarding the membership of the LEMC and the following organisations will be asked to attend the meetings in the future;

- The Department of Agriculture and Food
- Main Roads
- Telstra
- Western Power
- Water Corporation

These organisations will be included on the list for the next LEMC agenda.

### **6.2 Ellis Plantation Fire**

Mr G Mair of DEC stated that there had been contact made by DEC and the Shire with all of the landowners who had been affected by the fire and discussions on erosion control on the affected properties had taken place.

### **6.3 Resignation of Mrs G Millward – Recovery Coordinator**

Mrs Gloria Millward tendered her resignation by letter to the LEMC committee, this letter will be forwarded with the minutes.

A letter of thanks will be written to Mrs Millward and Mrs Pinkerton in the very near future.

### **6.4 WANDRA FUNDING UPDATE**

A review of the WANDRA funding has taken place and Mrs Anna Huxtable of DCP will be asked to give the LEMC an update on the funding at the next meeting. A brief description of WANDRA is provided below.

#### ***Western Australian Natural Disaster Relief Arrangements (WANDRA)***

*To assist the recovery of communities whose social, financial and economic well-being has been severely affected by a natural disaster event, the State Government has established a range of relief measures designed to help those within disaster affected communities that do not have the resources to provide for their own recovery.*

**6. NEXT MEETING**

The next meeting date will be on Monday 25 June 2012 at 3pm in the Shirley Humble Room.

**7. CLOSURE OF MEETING**

There being no further business the meeting was closed at 5.15pm.

LEMC Minutes April 2012

Terese

Further to our conversation on Wednesday, this is to advise you that Nannup Police will unfortunately be unavailable to attend the LEMC meeting at the Shire office.

In relation to the issue of Terrorism in the Preparedness and Prevention Plan will be discussed, I can confirm the following.

Issue Motivated Groups (IMG) like the ones responsible for protesting against logging etc are not considered terrorists when it comes to Emergency Management.

The management of these types of instances fall within the scope of general police responsibility and would not require and Emergency Management response.

The Westplan defines a terrorist act in the following way:

**Appendix 4 – Terrorist Act definition from *The Criminal Code*, the Schedule to the *Criminal Code Act 1995* of the Commonwealth, Part 5.3 Division 100.1**

(1) Terrorist Act means an action or threat of action where:

- (a) the action falls within subsection (2) and does not fall within subsection (3); and
- (b) the action is done or the threat is made with the intention of advancing a political, religious or ideological cause; and
- (c) the action is done or the threat is made with the intention of:
  - (i) coercing, or influencing by intimidation, the government of the Commonwealth or a State, Territory or foreign country, or of part of a State, Territory or foreign country; or
  - (ii) intimidating the public or a section of the public.

(2) Action falls within this subsection if it:

- (a) causes serious harm that is physical harm to a person; or
- (b) causes serious damage to property; or
- (c) causes a person's death; or
- (d) endangers a person's life, other than the life of the person taking the action; or
- (e) creates a serious risk to the health or safety of the public or a section of the public; or
- (f) seriously interferes with, seriously disrupts, or destroys, an electronic system including, but not limited to:
  - (i) an information system; or
  - (ii) a telecommunications system; or
  - (iii) a financial system; or
  - (iv) a system used for the delivery of essential government services; or
  - (v) a system used for, or by, an essential public utility; or
  - (vi) a system used for, or by, a transport system.

(3) Action falls within this subsection if it:

- (a) is advocacy, protest, dissent or industrial action; and
- (b) is not intended:
  - (i) to cause serious harm that is physical harm to a person; or
  - (ii) to cause a person's death; or
  - (iii) to endanger the life of a person, other than the person taking the action; or

(iv) to create a serious risk to the health or safety of the public or a section of the public.

In addition to this, the group responsible for performing the terrorist act need to be from a recognised terrorist association that are listed and defined within the Commonwealth Criminal Code Regulations.

Any protest or act outside of this legal definition is not considered a terrorist act and is managed with a WAPOL response.

I hope this assists in determining what is a terrorist act. It is quite clear that by legal definition, the Issue Motivated Groups (i.e logging protestors) are not terrorists.

Please let me know if you need any further information or assistance in relation to this issue Terese.

Kellie

**Sergeant Kellie Taylor 9615  
Officer In Charge  
Nannup Police Station**

Phone: 9756 3555  
Mobile: 0427 019 476

Fax: 9756 3001

**Nannup Police Station  
55a Warren Road  
Nannup WA 6275**

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# **FINANCE & ADMINISTRATION**

AGENDA NUMBER: 11.4  
SUBJECT: Registration of Voting Delegates - WALGA Annual General Meeting  
LOCATION/ADDRESS: N/A  
NAME OF APPLICANT: N/A  
FILE REFERENCE: DEP 14  
AUTHOR: Robert Jennings – Chief Executive Officer  
DISCLOSURE OF INTEREST: Nil.  
DATE OF REPORT: 14 May 2012

Attachment: Letter from WA Local Government Association

## **BACKGROUND:**

The WALGA Annual General Meeting (AGM) is to be held in Perth on Wednesday 1 August 2012. Council is entitled to be represented by two voting delegates. In the event that either or both of the two voting delegates are unable to attend, Council is able to also nominate two proxy delegates. The four positions need to be registered with WALGA prior to the event.

Crs Dean and Mellema, in their roles as Shire President and Deputy Shire President are attending the AGM on behalf of the Shire of Nannup. The selection of two proxy nominations is required to be made. In addition, all Councillors are invited to attend the meeting if they wish.

**COMMENT:** Nil.

**STATUTORY ENVIRONMENT:** Nil.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**VOTING REQUIREMENTS:** Simple Majority.

## **RECOMMENDATION:**

That Councillors \_\_\_\_\_ and \_\_\_\_\_ be registered as the Shire of Nannup proxy voting delegates for the WA Local Government Association 2012 Annual General Meeting.



RECEIVED		NUP	
Ref:	No.		
1 1 MAY 2012			
CEO MCS WM MDS	AO EO CPO CR:	LIB PUB	FMO YO RO

9 May 2012

Our Ref: 01-006-04-0001 JD

Mr Robert Jennings  
 Chief Executive Officer  
 Shire of Nannup  
 (DX 69426) PO Box 11  
 NANNUP WA 6275

Dear Robert

### Registration of Voting Delegates – WALGA 2012 Annual General Meeting

The 2012 Annual General Meeting for the WA Local Government Association will this year be held prior to the commencement of the Local Government Convention on **Wednesday 1 August 2012** at the Perth Convention and Exhibition Centre, 21 Mounts Bay Road, Perth, following by the Trade Exhibition and Convention Welcome Reception that evening. With the Convention held over the following two days Thursday, 2 and Friday 3 August.

Pursuant to the WALGA Constitution, all Member Councils are entitled to be represented by two (2) voting delegates.

Member Councils seeking to exercise their voting entitlements must ensure that their voting delegates are appropriately registered. To register delegates, the enclosed **Registration for Voting Delegates** must be completed, signed off by the Chief Executive Officer and faxed back to the Association by Monday, **9 July 2012**.

In the event that a Voting Delegate is unable to attend, provision is made for proxy delegates to be registered on the attached form.

Only registered delegates or proxy registered delegates will be permitted to exercise voting entitlements on behalf of Member Councils. Voting delegates may be Elected Members or serving officers.

For enquiries on registering voting delegates, please contact Janet Done on 9213 2013 or email at [jdone@walga.asn.au](mailto:jdone@walga.asn.au).

Yours sincerely

**Wayne Scheggia**  
 Acting Chief Executive Officer

Enclosure: Voting Delegate Registration.

Local Government House  
 15 Altona Street  
 West Perth WA 6005  
 PO Box 1544  
 West Perth WA 6872  
 Telephone: (08) 9213 2000  
 Facsimile: (08) 9322 2611  
 Email: [info@walga.asn.au](mailto:info@walga.asn.au)  
 Website: [www.walga.asn.au](http://www.walga.asn.au)

**Shire of Nannup  
Ordinary Council Meeting Agenda: May 2012**

AGENDA NUMBER: 11.5  
SUBJECT: Budget Monitoring 2011/12 – March 2012  
LOCATION/ADDRESS: Nannup  
NAME OF APPLICANT:  
FILE REFERENCE: FNC15  
AUTHOR: Tracie Bishop - Finance Officer  
REPORTING OFFICER: Vic Smith – Manager Corporate Services  
DISCLOSURE OF INTEREST: Nil  
DATE OF REPORT: 8 May 2012

**Attachments:**

1. Table Showing Detailed Variances for 2011/12
2. Table showing non-capital variances for 2011/12
3. Monthly Financial Statements for the period ending 31 March 2012

**BACKGROUND:**

It is a statutory requirement that Council report monthly on the financial activity from all the various operating and capital divisions. Previously this has resulted in all variances of 10% being identified and reported. While this achieved the objective of showing these variances as at the date of the report, a lot were actually a result of timing as opposed to actual variances which will carry through to the end of year figures. This report focuses attention on only those variances which we envisage will impact on the end of year position.

The report format does not reflect the detailed requirements as set out in Section 34(1) of the Local Government (Financial Management) Regulations 1996. In order to comply with legislation these statements are provided in attachments 1 – 3. This covering report identifies all of the major variations; other variations as shown in the statutory statements are due to timing differences.

The report has been broken down showing over and underspends in both operating and capital divisions. The second column shows the current variances and column three shows the anticipated final figures.

**COMMENT:**

Gross savings that are anticipated for the end of this financial year are expected to be \$1,494,497. The vast majority of this saving relates to capital projects where expenditure lags the receipt of income to fund the project. For example projects such as the Brockman Street caravan park upgrade, the recreation centre upgrade and the main street upgrade are dependent on income from Royalties for Regions; this income is only now being received. The expenditure relating to these types of projects will therefore be carried forward into 2012/13.

After removing these amounts from the overall savings we anticipate that the actual carried forward figure for this year will be \$172,797. This is shown in the table below.

**Shire of Nannup  
Ordinary Council Meeting Agenda: May 2012**

	<i>Savings</i> \$
<b>Gross saving expected for the year</b>	
Income	477,182
Expenditure	1,017,315
<b>Total Gross Saving</b>	<b>1,494,497</b>
Less: Savings to be carried forward income	-1,051,700
Less: Savings to be carried forward expenditure	-270,000
<b>Net saving at end of the year</b>	<b>172,797</b>

Full details of all variances, including all the savings which will be carried forward, are contained within Attachment 1. There are significant savings found within fuels and oils, building approvals and the health area. These are primarily the result of efficiency savings achieved during the year in that the health officer has not been in place for the majority of this financial year and the shorter distances travelled as a result of the construction of Mowen Road has saved on fuel expenditure.

Income variances are primarily as a result of funding from grants being received later than expected and additional interest. In other areas transaction volumes have been higher than expected for example, interim rates, commission received from Department of Transport, town planning income and venue hire. There has been a higher than anticipated level of private works generating additional income of \$95,000, offset by additional expenditure of \$60,000.

Interest received is higher than expected because of large grant payments being received and retained in the Council's bank account until expenditure is incurred at some future point. It was also expected at the time that the budget was compiled that interest rates would fall as a result of the poor economic conditions. However the Australian economy has remained relatively buoyant and interest rates have reduced more slowly than expected.

As a result of the lag in receipt of grant income we anticipate that capital expenditure will be lower than originally budgeted. Projects that will be carried forward and included in the 2012/13 budget include the Recreation Centre upgrade, Brockman Street Caravan Park and Heart of Nannup projects. Expenditure on Mowen Road will also be carried forward to the 2012/13 works.

For a more detailed explanation of the variances and the actions being taken to address them please refer to Attachment 1, which has included all variances to date.

The following tables summarise the anticipated result at the end of the year. In the tables negative figures represent savings in the current year's budget and positive figures overspends in the current year's budget.

**Shire of Nannup  
Ordinary Council Meeting Agenda: May 2012**

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<b>Net Result</b>	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Income</i>	-\$177,081
<i>Expenditure</i>	-\$207,182
<b>Net Effect:</b>	<b>-\$343,531</b>

<b>Expenditure</b>	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Gross Operational Savings</i>	-\$1,564,022
<i>Capital Savings to be c/fwd</i>	-\$1,017,315
<b>Net Effect:</b>	<b>\$1,397,572</b>
	<b>\$1,051,700</b>
	<b>-\$166,450</b>
	<b>\$34,385</b>

<b>Income</b>	
<i>Current</i>	<i>Expected End of Year Position</i>
<i>Gross Operational Savings</i>	-\$1,313,456
<i>Capital Savings to be c/fwd</i>	-\$477,182
<b>Net Effect:</b>	<b>\$1,136,375</b>
	<b>\$270,000</b>
	<b>-\$177,081</b>
	<b>-\$207,182</b>

## **USE OF THE SAVINGS**

Assuming that the efficiency savings described above are delivered at the end of the year there will be a surplus of approximately \$173,000. Until the accounts are finally closed and audited, the exact level of these savings will not be known. It would, however, be prudent for Council to determine in advance the use of any savings that do arise at the end of the year.

Council will already be aware that the cost of the Mileyannup fire is unlikely to be recovered and the cost of such events will inevitably have to be borne by ratepayers. One of the options being considered for inclusion in the 2012/13 budget will be a reserve of \$50,000 to cope with such emergencies. This reserve could be established from the savings arising in the current year and thus avoid having to raise rates to cover this expenditure.

Council also has a number of high profile projects, such as the recreation centre and main street upgrades for which funds are still being sourced. It is suggested that any remaining surplus funds could be allocated to the reserves to fund these projects.

Whilst the recreation centre reserve stands at approximately \$464,000 the main street upgrade reserve is lower at approximately \$64,000 because the funding stream for this project is still being sourced. The exact level of any reserve contributions will be determined as part of the closure of accounts but will seek to balance the funds available for the projects with the timescales for implementation.

**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulation 34 (1)(a).

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** Nil.

**STRATEGIC IMPLICATIONS:** Nil.

**VOTING REQUIREMENTS:** Simple Majority

**RECOMMENDATION:**

It is recommended that:

1. the Monthly Financial Statements for the period ending 31 March 2012 be received;
2. Savings of \$50,000 arising during 2011/12 be used to establish and Emergency Reserve; and
3. Any remaining savings arising from the 2011/12 budget be allocated to the recreation centre and main street reserves.

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
<b>Governance</b>				
Election Expenses	\$1,122	\$1,100	Overspends attributed to special election costs	
Refreshments	\$1,642	\$2,500	More functions catered for than anticipated.	
<b>Total Governance Variation:</b>	<b>\$2,764</b>	<b>\$3,600</b>		
<b>General Purpose Revenue</b>				
Royalties For Regions	-\$1,265,982	-\$1,000,000	This expenditure relates to capital projects such as the Recreation Centre, Brockman Street Caravan Park and the Heart of Nannup project which will be carried forward to 2012/13.	MCS to monitor closely.
Rating Valuation Expenses	-\$6,337	-\$6,000	Appears that original budget figure included full GRV valuation. This only occurs every 3 years with result being an underspend of this amount.	FO to consider for 2012/12 budget.
Recoverable Expenses	-\$16,692	\$10,000	Issues with Carried forwards from 2010/11 have resulted in an overspend being shown for this account. Should be resolved with the end of year processing.	MCS /FO to monitor.
<b>Total General Purpose Variation</b>	<b>-\$1,289,011</b>	<b>-\$996,000</b>		
<b>Law ,Order and Public Safety</b>				
Strategic Fire Breaks	-\$1,920	-\$1,920	Firebreaks not completed this year. Will be carried forward for completion 12/13.	MI to monitor
<b>Total Law, Order &amp; Public Safety Variation</b>	<b>-\$1,920</b>	<b>-\$1,920</b>		
<b>Health</b>				
Staff Costs	-\$5,435	\$0	The Health Officer position has remained vacant for the bulk of this year. However these savings have been redeployed as part of the restructuring exercise undertaken following the removal of the post of Manager Development Services.	MI to monitor
<b>Total Health Variation</b>	<b>-\$5,435</b>	<b>\$0</b>		

Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
<b>Education &amp; Welfare</b>				
Community Development Officer	\$40,232	\$30,000	\$30,000 relates to expenditure where the grant income was received in the last financial year. \$10,000 relates to Youth Officer salary originally only employed until January 2012. This expense is balanced via the savings arising from the Health Officer position not being filled.	
Youth Program	\$7,839	\$0	Current spending not matched to income received. Should balance at year end.	
Seniors Program	-\$14,845	-\$10,000	Defensive Driving Course funding was not received. Result is that course not run.	
<b>Total Education &amp; Welfare Variation</b>	<b>\$33,226</b>	<b>\$20,000</b>		
<b>Housing</b>				
Building maintenance - Non Staff Housing	-\$1,940	\$0	Budget will be used as part of the refurbishment of the FROGS Early Learning Centre.	
<b>Total Housing Variation</b>	<b>-\$1,940</b>	<b>\$0</b>		
<b>Community Amenities</b>				
Waste Management Fees	-\$30,589	\$0	General Savings over all areas. Land fill rehabilitation reserve will be established at the end of the year.	MCS/MI to monitor.
Review on Townsite Strategy	-\$15,000	\$0	This funding will be expended on the first stage of the Local Planning Scheme review, which will be completed by the end of the financial year.	CEO to monitor.
<b>Total Community Amenities Variation</b>	<b>-\$45,589</b>	<b>\$0</b>		
<b>Recreation &amp; Culture</b>				
Recreation Centre	\$3,917	\$4,000	Increased usage has resulted in more expenses being applied. Need to consider for 2012/13 budget.	MI to monitor
Recreation Centre Upgrade	-\$131,590	-\$51,700	Recreation Centre expenditure for this year lower than anticipated. As this is a capital project it will be carried forward to the new financial year.	
<b>Total Recreation Variation</b>	<b>-\$127,673</b>	<b>-\$47,700</b>		
<b>Transport</b>				
Street Lighting	-\$5,432	\$0	Expected to be fully spent at the year end.	MI to monitor.
Traffic Counter	-\$2,255	\$0	Expected to be fully spent at the year end.	MI to monitor.
<b>Total Transport Variation</b>	<b>-\$7,687</b>	<b>\$0</b>		
<b>Economic Services</b>				
Weed Control	-\$6,477	-\$2,000	Anticipated saving in this area.	
Functions & Events	-\$1,919	-\$1,000	Functions & Events expenditure is seasonal hard to predict at start of financial year.	CEO/MI to monitor.
Caravan Park	\$3,560	\$4,000	Maintenance requirements overall were higher than anticipated.	MI to monitor
Building Surveyor Costs	-\$10,795	-\$5,000	Building approvals lower than anticipated.	MI to monitor
<b>Total Economic Services Variation</b>	<b>-\$15,631</b>	<b>-\$4,000</b>		



Operational Expenses				
Expenditure	Current	Expected	Comment	Management Action
	\$	\$		
<b>Other Property &amp; Services</b>				
Private Works	\$39,195	\$60,000	Actual level of activity within this area higher than anticipated which results in higher expenditure than originally budgeted for. This is offset by increased income of \$95,000.	MI to consider for next budget period.
Staff Training	\$3,705	\$3,705	Training supplied exceeded that of budgetary considerations.	
Protective Clothing	-\$1,349	-\$1,000	Drop in staffing levels has resulted in less PPE purchases.	
Recruitment Expenses	-\$1,349	-\$1,000	Recruitment activity lower than expected.	
Tyres & Batteries	-\$11,305	-\$3,000	Overall expenditure down.	
Fuel & Oil	-\$91,123	-\$50,000	Due to extended period of work on Mowen Road kilometres travelled lower than previous years which has resulted in decrease in fuel consumption.	MI to consider for next budget period.
<b>Total Other Property &amp; Services Variation</b>	<b>-\$105,126</b>	<b>\$8,705</b>		
<b>Total Expenditure Variation</b>	<b>-\$1,564,022</b>	<b>\$1,047,615</b>		
<b>Less Capital - Carried Forwards</b>	<b>\$1,397,572</b>	<b>\$1,051,700</b>		
<b>Net Expenditure Variation</b>	<b>-\$166,450</b>	<b>\$84,385</b>		

Operational Income				
Income	Current	Expected	Comment	Management Action
	\$	\$		
<b>General Purpose Revenue</b>				
Royalties For Regions	\$802,875	\$0	2010/11 Income should be credited in the near future. At risk is our 11/12 Regional claim however it is anticipated that this will arrive prior to the end of this financial year.	MCS to monitor closely.
Rates/Interims Income	-\$11,205	-\$11,205	A nominal sum has been included in the 2011/12 budget. Resulting in this year a higher than anticipated overall result.	MCS/FO to monitor.
Bank Interest Earned	-\$83,126	-\$100,000	Performance over the year has exceeded the budget and is consistent with performance for 2010/11. The budget for 2012/13 will be amended to reflect this higher level of income.	To be reflected in the 2012/13 budget.
Department of Transport Commission received	-\$6,180	-\$6,500	Commission based on number of transactions over the counter. Higher than anticipated transactions for this year.	MCS /FO to monitor.
<b>Total General Purpose Variation</b>	<b>\$702,364</b>	<b>-\$117,705</b>		
<b>Law, Order and Public Safety</b>				
Fines	-\$2,381	-\$2,300	Infringement notices issued higher than anticipated.	MI to monitor
Dog Registrations	-\$245	-\$250	Registrations higher than anticipated.	
<b>Total Law, Order &amp; Public Safety Variation</b>	<b>-\$2,626</b>	<b>-\$2,550</b>		
<b>Health</b>				
General Licence Fees	\$1,524	\$1,600	Levels of licencing increased this financial year.	MI to monitor
<b>Total Health Variation</b>	<b>\$1,524</b>	<b>\$1,600</b>		
<b>Education &amp; Welfare</b>				
Seniors	\$10,073	\$10,073	Defensive Driving grant not received as anticipated.	
<b>Total Education &amp; Welfare Variation</b>	<b>\$10,073</b>	<b>\$10,073</b>		
<b>Housing</b>				
Staff Rentals	\$4,904	\$6,000	With reduction in management the number of staff rentals has decreased.	
Other rentals	-\$2,000	-\$2,000	Grange Rd properties let for first half of year.	
<b>Total Housing Variation</b>	<b>\$2,904</b>	<b>\$4,000</b>		
<b>Community Amenities</b>				
Waste Management Fees	-\$2,051	-\$2,500	Higher volume of commercial waste received than expected.	MCS/MI to monitor.
Town Planning Fees	-\$10,024	-\$10,500	Town Planning Income is higher than anticipated for this year.	CEO to monitor.
<b>Total Community Amenities Variation</b>	<b>-\$12,075</b>	<b>-\$13,000</b>		

Operational Income				
Income	Current	Expected	Comment	Management Action
	\$	\$		
<b>Recreation &amp; Culture</b>				
Recreation Centre	-\$1,900	-\$2,000	Increased usage has resulted in higher income achieved. Need to consider for 2012/13 budget.	MI to monitor
Other Venue Hire Fees	-\$2,646	-\$2,700	Increased usage has resulted in higher income achieved. Need to consider for 2012/13 budget.	
<b>Total Recreation Variation</b>	<b>-\$4,546</b>	<b>-\$4,700</b>		
<b>Transport</b>				
MRWA Direct Grants	-\$8,500	\$0	Income higher than anticipated.	MI to monitor.
Black Spot Funding	-\$289,250	\$0	This year Nannup Shire qualified for higher income than anticipated.	MI to monitor.
Mowen Road	-\$1,650,000	-\$270,000	This reflects a capital surplus which will be carried forward to 2012/13 year.	
Income from Rural Street Numbering	\$7,497	\$10,000	This project has not commenced and will not be undertaken before the end of the year.	MI to monitor.
Income from Crossovers	\$1,500	\$1,500	Less work within this area for this financial year.	
<b>Total Transport Variation</b>	<b>-\$1,938,753</b>	<b>-\$258,500</b>		
<b>Economic Services</b>				
Sale of materials	-\$1,240	-\$1,400	Higher sales than anticipated.	
<b>Total Economic Services Variation</b>	<b>-\$1,240</b>	<b>-\$1,400</b>		
<b>Other Property &amp; Services</b>				
Private Works	-\$71,081	-\$95,000	Actual level of activity within this area higher than anticipated.	MI to consider for next budget period.
<b>Total Other Property &amp; Services Variation</b>	<b>-\$71,081</b>	<b>-\$95,000</b>		
<b>Total Income Variation</b>	<b>-\$1,936,456</b>	<b>-\$477,162</b>		
<b>Less Capital Carried Forwards</b>	<b>\$1,136,375</b>	<b>\$270,000</b>		
<b>Net Carried Forward</b>	<b>-\$800,081</b>	<b>-\$207,162</b>		

**ATTACHMENT 2**

**Analysis of Net Under/Overspend**

<i>Expenditure</i>	<i>Current</i>	<i>Expected End of Year Position</i>
Election Expenses	\$1,122	\$1,100
Refreshments	\$1,642	\$2,500
Rating Valuation Expenses	-\$6,337	-\$6,000
Recoverable Expenses	-\$16,692	\$10,000
Strategic Fire Breaks	-\$1,920	-\$1,920
Community Development Officer	\$40,232	\$30,000
Youth Program	\$7,839	\$0
Seniors Program	-\$14,845	-\$10,000
Recreation Centre	\$3,917	\$4,000
Weed Control	-\$6,477	-\$2,000
Functions & Events	-\$1,919	-\$1,000
Caravan Park	\$3,560	\$4,000
Building Surveyor Costs	-\$10,795	-\$5,000
Private Works	\$39,195	\$60,000
Staff Training	\$3,705	\$3,705
Protective Clothing	-\$1,349	-\$1,000
Recruitment Expenses	-\$1,349	-\$1,000
Tyres & Batteries	-\$11,305	-\$3,000
Fuel & Oil	-\$91,123	-\$50,000
<b>Total Expenditure Variation</b>	<b>-\$62,899</b>	<b>\$34,385</b>

<i>Income</i>	<i>Current</i>	<i>Expected End of Year Position</i>
Rates/Interims Income	-\$11,205	-\$11,205
Bank Interest Earned	-\$83,126	-\$100,000
DoT Commission received	-\$6,180	-\$6,500
Fines	-\$2,381	-\$2,300
Dog Registrations	-\$245	-\$250
General Licence Fees	\$1,524	\$1,600
Seniors	\$10,073	\$10,073
Staff Rentals	\$4,904	\$6,000
Other rentals	-\$2,000	-\$2,000
Waste Management Fees	-\$2,051	-\$2,500
Town Planning Fees	-\$10,024	-\$10,500
Recreation Centre	-\$1,900	-\$2,000
Other Venue Hire Fees	-\$2,646	-\$2,700
Income from Rural Street Numbering	\$7,497	\$10,000
Income from Crossovers	\$1,500	\$1,500
Sale of materials	-\$1,240	-\$1,400
Private Works	-\$71,081	-\$95,000
<b>Total Income Variation</b>	<b>-\$168,581</b>	<b>-\$207,182</b>

**Shire of Nannup**  
**Statement of Financial Activity**  
**For Period 1 July 2011 - 31 March 2012**

	2011/12 YTD Actual	2011/12 YTD Budget	2011/12 Budget	Variances Y-T-D Budget to Actual
<b>Revenue</b>				
Governance	\$0.00	\$0.00	\$0.00	
General Purpose Funding	\$1,283,914.69	\$2,116,649.00	\$2,398,608.00	-39%
Law, Order & Public Safety	\$89,450.16	\$202,205.00	\$269,158.00	-56%
Health	\$3,017.91	\$1,494.00	\$2,000.00	102%
Education & Welfare	\$32,185.23	\$278,272.00	\$237,710.00	-88%
Housing	\$13,219.38	\$16,164.00	\$21,560.00	-18%
Community Amenities	\$106,314.61	\$94,266.00	\$99,900.00	13%
Recreation & Culture	\$9,193.13	\$4,644.00	\$6,200.00	98%
Transport	\$6,188,358.00	\$5,203,016.00	\$6,551,555.00	19%
Economic Services	\$23,884.30	\$21,222.00	\$30,296.00	13%
Other Property & Services	\$89,827.75	\$18,747.00	\$25,000.00	379%
	<b>\$7,839,365.16</b>	<b>\$7,956,679.00</b>	<b>\$9,641,987.00</b>	
<b>Expenses</b>				
Governance	-\$239,356.38	-\$150,883.00	-\$357,906.00	59%
General Purpose Funding	-\$121,691.25	-\$1,346,618.00	-\$1,454,227.00	-91%
Law, Order & Public Safety	-\$256,933.48	-\$240,807.00	-\$334,306.00	7%
Health	-\$35,058.70	-\$24,799.00	-\$43,846.00	41%
Education & Welfare	-\$90,705.07	-\$83,286.00	-\$130,336.00	9%
Housing	-\$35,237.03	-\$35,298.00	-\$57,041.00	0%
Community Amenities	-\$263,306.84	-\$328,991.00	-\$474,509.00	-20%
Recreation & Culture	-\$269,823.65	-\$308,453.00	-\$488,345.00	-13%
Transport	-\$1,594,588.08	-\$1,501,664.00	-\$2,194,905.00	6%
Economic Services	-\$100,174.71	-\$116,272.00	-\$173,891.00	-14%
Other Property & Services	\$245,773.38	-\$35,257.00	-\$21,736.00	-797%
	<b>-\$2,761,101.81</b>	<b>-\$4,172,328.00</b>	<b>-\$5,731,048.00</b>	
	<b>\$5,078,263.35</b>	<b>\$3,784,351.00</b>	<b>\$3,910,939.00</b>	
<b>Adjustments for Cash Requirements</b>				
Non-Cash Expenditure & Revenue				
(Profit)/Loss on Asset Disposals	-\$11,297.52	\$0.00	\$8,344.00	
Depreciation	\$1,227,197.81	-\$801,210.00	\$1,602,427.00	-253%
<b>Capital Expenditure &amp; Revenue</b>				
Purchase of Land for Resale				
Purchase of Land & Buildings	\$0.00	-\$492,713.00	-\$552,740.00	
Purchase of Infrastructure Assets - Roads	\$0.00	-\$4,968,268.00	-\$6,373,081.00	
Purchase of Infrastructure Assets - Parks				
Purchase of Plant & Equipment	\$0.00	\$0.00	-\$126,000.00	
Purchase of Furniture & Equipment	-\$38,241.69	-\$7,497.00	-\$25,000.00	
Proceeds from Disposal of Assets	\$11,297.52	\$0.00	\$46,000.00	
Repayment of Debentures	\$0.00	-\$46,170.00	-\$61,572.00	
Proceeds from New Debentures	\$0.00	\$0.00	\$0.00	
Leave Provisions	\$0.00	-\$167,227.00	\$167,227.00	
Depreciation - Plant Reversal				
Accruals	-\$2,055.52	\$19,301.00	\$19,301.00	
Self Supporting Loan Principal Income	\$0.00		\$19,722.00	
Transfers (to)/from Reserves	\$0.00	\$118,002.00	\$70,050.00	
	<b>\$1,186,900.60</b>	<b>\$0.00</b>	<b>-\$5,205,322.00</b>	
Estimated Surplus/(Deficit) B/fwd 1 July	\$0.00	\$860,681.00	\$169,391.00	
Estimated Surplus/(Deficit) C/fwd 30 June	\$7,393,091.68	\$1,251,000.00	-\$7,778.00	
<b>NET RESULT</b>	<b>-\$1,127,927.73</b>	<b>-\$1,014,876.00</b>	<b>-\$1,117,214.00</b>	

AGENDA ITEM: 11.6  
SUBJECT: Accounts for Payment – April 2012  
LOCATION/ADDRESS: Nannup Shire  
FILE REFERENCE: FNC 8  
AUTHOR: Tracie Bishop – Finance Officer  
AUTHORISING OFFICER: Vic Smith – Manager Corporate Services  
DISCLOSURE OF INTEREST:  
DATE OF REPORT: 9 May 2012

Attachment: Schedule of Accounts for Payment.

**BACKGROUND:**

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund are detailed hereunder and noted on the attached schedule are submitted to Council.

**COMMENT:**

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

**Municipal Account**

Accounts paid by	EFT 3534 - 3611	\$574,020.83
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Accounts paid by cheque Vouchers 18869 – 18886		\$ 32,266.19
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**Trust Account**

Accounts Paid by Cheque Voucher – Nil		\$ 0.00
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**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulation 13.

**POLICY IMPLICATIONS:** Nil.

**FINANCIAL IMPLICATIONS:** As indicated in the Schedule of Accounts for Payment.

**STRATEGIC IMPLICATIONS:** Nil.

**VOTING REQUIREMENTS:** Simple majority.

**RECOMMENDATION:**

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$606,287.02 in the attached schedule be endorsed.

**SCHEDULE OF ACCOUNTS PAYABLE**  
**SHIRE OF NANNUP**  
**SUBMITTED TO COUNCIL'S MAY 2012 MEETING**

MUNICIPAL ACCOUNT			
Chq/EFT	Name	Description	Amount
EFT3534	KERRIE YABSLEY	SUPPLIES FOR FIRE WORKSHOP	\$161.40
EFT3535	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$19,000.67
EFT3536	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$15,189.32
EFT3537	GLOBE SIGN COMPANY	SUPPLY & INSTALL PANEL SIGN	\$1,046.65
EFT3538	MJB INDUSTRIES	PIPE SUPPLIES	\$27,541.51
EFT3539	NANNUP TOURISM ASSOCIATION INC	DESIGN OF NANNUP OPEN FOR BUSINESS" FLYER"	\$100.00
EFT3540	JACKSONS DRAWING SUPPLIES PTY LTD	SILK SCREENING SUPPLIES	\$73.92
EFT3541	HOWARD PORTER	HOIST CONTROL VALVE & DIVERTER	\$653.77
EFT3542	NANNUP SURVEYS	FIELDWORK & OFFICE WORK	\$2,396.90
EFT3543	B & B STREET SWEEPING PTY LTD	MACHINERY HIRE (MOWEN RD)	\$330.00
EFT3544	CAMERON BARKER	YOUTH ART FIRE WORKSHOP	\$350.00
EFT3545	TULIPS WITH A DIFFERENCE	GARDENING SUPPLIES	\$156.00
EFT3546	BLACKWOOD VALLEY BUS SERVICE	NANNUP CONNECT TO BUNBURY	\$825.00
EFT3547	GUMNUTS GALORE	CITIZENSHIP GIFTS	\$19.90
EFT3548	IMINI HOLDINGS PTY LTD	TRANSPORTABLE HIRE	\$814.00
EFT3549	BP NANNUP	FUEL	\$428.75
EFT3550	SETTLERS ROOFING AND GRADING	WATER CARTING	\$12,210.00
EFT3551	PM TREASURE - EARTHMOVING CONTRACTOR	EARTHMOVING	\$20,553.50
EFT3552	KERRIE YABSLEY	RE-IMBURSEMENT OF EXPENSES	\$195.57
EFT3553	PJ & VL LAMERS	NANNUP CONNECT TO MANJIMUP & RETURN	\$350.00
EFT3554	NORMAN STEER	RECOUP OF EXPENSES	\$271.70
EFT3555	EDGE PLANNING & PROPERTY	PLANNING SVCES	\$8,896.80
EFT3556	MADER RICKARD CIVIL PTY LTD	HIRE OF MACHINERY	\$69,055.25
EFT3557	J M COMMUNITY DEVELOPMENT PROJECTS	STAGE 2 OF NANNUP AGED HOUSING PLAN PROJECT	\$4,950.00
EFT3558	WESTFLOW INVESTMENTS PTY LTD	3RD PAYMENT GRAPHITE ROAD	\$80,978.95
EFT3559	JAMES CRAIG PLUMBING & GAS	MAINTENANCE AT FORESHORE PARK	\$191.40
EFT3560	KYLLIE DELTONDO	2 X WORKSHOPS FOR YOUTH WEEK	\$500.00
EFT3561	WARREN ELECTRICAL SERVICE	INSTALL GAS COOKER	\$145.01
EFT3562	ARROW BRONZE	MEMORIAL PLAQUE	\$479.60
EFT3563	BLACKWOOD CAFE - ARIHIA PTY LTD	CATERING FOR COUNCIL MEETING	\$525.00
EFT3564	BALINGUP ROAD BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT 2011-12	\$1,099.50
EFT3565	BUSSELTON PEST & WEED CONTROL	PEST CONTROL	\$1,331.00
EFT3566	BLACKWOODS	SUNDRY SUPPLIES	\$431.20
EFT3567	D & J COMMUNICATIONS	INSTALL COMMUNICATIONS EQUIPMENT TO UTE	\$3,282.40
EFT3568	COATES HIRE	HIRE ROLLER PAD DRUM 17T	\$11,400.43
EFT3569	NANNUP ELECTRICAL SERVICES	CHANGE OVER OVEN ELEMENT	\$184.00
EFT3570	CARLOTTA BUSH FIRE BRIGADE	OVERSPEND ON PPE 2010-11 REIMBURSEMENT.	\$1,463.10
EFT3571	CJD EQUIPMENT PTY. LTD.	GRADER REPAIRS	\$2,030.38
EFT3572	HOLCIM AUSTRALIA PTY LTD	SEALING AGG.	\$9,587.33
EFT3573	GEOGRAPHE SAWS & MOWERS	SUNDRY SUPPLIES	\$280.00
EFT3574	CORPORATE EXPRESS	STATIONERY SUPPLIES	\$224.50
EFT3575	LANDGATE	GEOSPATIAL DATA REQUEST	\$890.10
EFT3576	DARRADUP VOLUNTEER BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT 2011-12	\$4,175.00
EFT3577	D & J MILLER (DO YOUR BLOCK CONTRACTING)	WATER CARTING	\$4,565.00
EFT3578	EAST NANNUP BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT 2011-12	\$340.00
EFT3579	FITZ GERALD STRATEGIES	STAFF RESTRUCTURING QUERY	\$65.53
EFT3580	THE GOOD FOOD SHOP	SUPPLY OF MORNING TEA/LUNCH/AFTERNOON TEA	\$1,208.50
EFT3581	GUMPTION PTY LTD	FROG IMAGES FOR SIGN PRODUCTION & DESIGN	\$875.00
EFT3582	HOWSON TECHNICAL	GRAPHITE ROAD - BLACKSPOT PROJECT	\$6,375.60
EFT3583	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$1,662.62
EFT3584	INSIGHT CCS PTY LTD	AFTER HOURS SERVICE	\$88.72
EFT3585	JASON SIGNMAKERS	RED & WHITE CORNER CUBE DELINEATORS	\$1,603.80
EFT3586	K & C HARPER	MAINTENANCE WORKS	\$88.00
EFT3587	KLEENHEAT GAS PTY. LTD.	RENTAL CHARGES FOR FROGS	\$112.00
EFT3588	MALATESTA ROAD PAVING	CUNDINUP - KIRUP RD - BITUMEN	\$160,576.75
EFT3589	METAL ARTWORK CREATIONS	STAFF BADGE	\$13.20
EFT3590	GREG MADER & CO.	GRADER HIRE	\$7,367.25
EFT3591	MUIRS MANJIMUP	SUPPLY 1 X NISSAN NAVARA ST, DUAL CAB UTE	\$16,697.74
EFT3592	NANNUP HANDY FOODS	30 X BAGS OF ICE	\$80.00
EFT3593	NANNUP HARDWARE & AGENCIES	FERTILISER	\$7,252.60
EFT3594	NANNUP NEWSAGENCY	POSTAGE & STATIONERY SUPPLIES	\$1,000.98
EFT3595	NANNUP EZIWAY SELF SERVICE STORE	SUNDRY SUPPLIES	\$785.35
EFT3596	NANNUP STATE EMERGENCY SERVICE	4TH QUARTER ESL PAYMENT 2011-12	\$1,941.00
EFT3597	NETREGISTRY PTY LTD	RENEWAL OF NANNUP.WA.GOV.AU	\$55.00
EFT3598	NANNUP BROOK BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT	\$1,812.50
EFT3599	NORTH NANNUP BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT	\$2,461.25

EFT3600	NANNUP COMMUNITY RESOURCE CENTRE	RELATING TO TIMEWOOD CENTRE	\$6,456.25
EFT3601	NANNUP LIQUOR STORE	ALCOHOLIC BEVERAGES	\$315.34
EFT3602	PROTECTOR ALSAFE	PROTECTIVE CLOTHING	\$2,305.34
EFT3603	SW PRECISION PRINT	STATIONERY SUPPLIES	\$372.00
EFT3604	THE PAPER COMPANY OF AUSTRALIA PTY LTD	STATIONERY SUPPLIES	\$138.60
EFT3605	SYNERGY	ELECTRICITY EXPENSES	\$1,919.30
EFT3606	SCOTT RIVER JASPER BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT 2011-12	\$1,119.50
EFT3607	SCOTTIES EXCAVATIONS	HIRE OF PLANT AND MACHINERY	\$27,962.00
EFT3608	STEWART & HEATON CLOTHING CO. PTY LTD	SAFETY WEAR	\$1,325.40
EFT3609	WALGA	ADVERTISING	\$673.87
EFT3610	WORTHY CONTRACTING	NWF CONTRACT - 1 MONTH - APRIL 2012	\$9,463.33
EFT3611	WORK CLOBBER	SAFETY WEAR	\$172.00
		<b>Total EFT payments for period:</b>	<b>\$574,020.83</b>
18869	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$1,418.03
18870	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$619.39
18871	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$302.40
18872	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	\$243.65
18873	CHALLENGER	SUPERANNUATION CONTRIBUTIONS	\$207.36
18874	ANTHONY DEAN	REIMBURSEMENT OF EXPENSES	\$10,040.00
18875	TRICIA LANGLEY	CATERING FOR SENIORS ACTIVITY	\$209.00
18876	PEERABEELUP VOLUNTEER BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT 2011-12	\$710.50
18877	CALTEX ENERGY WA	OIL SUPPLIES	\$4,397.99
18878	KIRSTIE HAHN	2 SCREENS FOR YOUTH WEEK ART WORKSHOP	\$170.00
18879	BUNNINGS- BUSSELTON	SEEDLINGS/PLANTS	\$114.40
18880	CUNDINUP BUSH FIRE BRIGADE	4TH QUARTER ESL PAYMENT 2011-12	\$1,270.22
18881	NANNUP BOWLING CLUB	2 HRS HIRE OF BOWLING CLUB	\$30.00
18882	LIONS CLUB OF NANNUP	CATERING FOR FAMILY FUN DAY	\$315.00
18883	DEPARTMENT FOR TRANSPORT	PLATE CHANGES - SHIRE VEHICLES	\$144.60
18884	SHIRE OF NANNUP	PETTY CASH	\$116.50
18885	THE SALVATION ARMY	4 X BAGS OF RAGS	\$16.00
18886	WATER CORPORATION	WATER EXPENSES	\$11,941.15
		<b>Total Cheque payments for period:</b>	<b>\$32,266.19</b>
		<b>Total Municipal Payments for the Month:</b>	<b>\$606,287.02</b>
		<b>Total Trust Payments for Period:</b>	<b>\$0.00</b>
		<b>Total Payments for Period:</b>	<b>\$606,287.02</b>