



Shire of
Nannup
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Agenda

Council Meeting to be held
on Thursday 28 February 2013
Commencing at 4.15pm

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**

Mr L Gilchrist

Q12. Patchwork was done on Mowen Road - why weren't stones swept off?

A12. A hole was patched on the corner of Barrabup and Mowen Road recently. The aggregate was not removed straight away to allow for the aggregate to be moved around and rolled in by traffic.

Mr S Adorian

Q15. I have heard two gunshots in Grange Road, can Council get regular police presence in town?

A15. We have contacted the Nannup Police and are monitoring the situation. Nannup Police are committed to making sure they are policing the town by being out in the community itself whenever possible and can be quickly available by a phone call.

Q16. Are records of my property now available?

A16. Previous property records are still being reviewed and we will contact you once the records have been located.

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.

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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 24 January 2013 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.
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COMMUNITY & DEVELOPMENT SERVICES

- 11.1 Development Assessment Panel: Local Government Nominations
- 11.2 Draft State Planning Strategy
- 11.3 Realignment of Ethel Road, Peerabeelup – submitted for endorsement to permanently close
- 11.4 Local Planning Policy No. 20 – Developer and Subdivider Contributions: Submitted for adoption
- 11.5 Acceptance of Crime Prevention Grant
- 11.6 Recreation Centre Upgrade

FINANCE & ADMINISTRATION

- 11.7 Royalties for Regions Allocations
- 11.8 Noise Monitoring Fees
- 11.9 Review of Code of Conduct
- 11.10 Compliance Audit Return 2012
- 11.11 Annual Electors Meeting Minutes
- 11.12 Budget Monitoring 2012/13
- 11.13 January Accounts for Payment

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

(a) OFFICERS:

- 12(a)1 Expression of Interest – Visitor Centre

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12(a)2 Acceptance of South West Development Commission Grant for
WAEMI Business Case

(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**

COMMUNITY & DEVELOPMENT SERVICES

AGENDA NUMBER:	11.1
SUBJECT:	Development Assessment Panel: Local Government Nominations
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	Department of Planning
FILE REFERENCE:	ADM 27
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 5.70 of the Local Government Act 1995
DATE OF REPORT	15 February 2013

Attachment: 1. Correspondence from Department of Planning

BACKGROUND:

The Department of Planning have written to the Shire (see Attachment 1) seeking local government nominations for the South West Joint Development Assessment Panel (DAP). To account for Council meeting dates, the Department of Planning has extended the date for the submission of local government representatives.

The Council, at its meeting on 26 May 2011 resolved the following:

8615 Pinkerton/Lorkiewicz

That Council, under DAP regulation 26, nominate the following four elected members of the Council, comprising two local members and two alternate local members to sit on our local DAP as required.

*Cr Barbara Dunnet
Cr Tony Dean*

*Cr Stephanie Camarri (Deputy)
Cr Robin Mellema (Deputy)*

The *Planning and Development (Development Assessment Panels) Regulations 2011*, which established the operational framework for DAPs, were gazetted on 24 March 2011. The Shire of Nannup is part of the South-West Joint DAP.

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Each DAP has five members which consist of three specialist members, one of which is the presiding member and two local government members. Local representation is crucial to DAPs.

The role of a DAP member is to determine Development Applications within the certain type and value threshold through consistent, accountable and professional decision making.

To date, no DAP applications have been received for the Shire of Nannup.

COMMENT:

The Council is required to nominate four elected members, comprising two panel members and two alternate panel members, to sit on the South West Joint DAP as required.

Following the receipt of all local government nominations, the Minister for Planning will consider and appoint all nominees for up to a two year period.

Appointed local members will be placed on a local government member register and will be informed of any DAP training dates. It is compulsory that all DAP members attend the training before they are allowed to sit on a DAP. Local DAP members may be entitled for expenses to be covered in their attendance at training and meetings.

STATUTORY ENVIRONMENT:

Planning and Development (Development Assessment Panels) Regulations 2011.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS:

While applicant fees are payable to the Shire, it does not always reflect the true cost in assessing development applications by the Shire administration.

STRATEGIC IMPLICATIONS:

It is not anticipated that many development applications submitted to the Shire of Nannup will reach the levels required to be determined by the DAP. It is expected that future development applications within the Shire the Nannup, which are considered by the DAP, will be of strategic significance to the district.

VOTING REQUIREMENTS:

Simple majority

RECOMMENDATION:

That Council, under regulation 26 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, nominate the following elected members of the Council to sit on the South West Joint Development Assessment Panel:

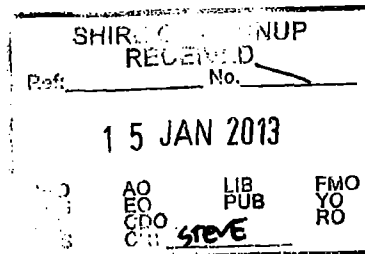
1. Councillor _____ and Councillor _____ as
Development Assessment Panel members.

2. Councillor _____ and Councillor _____ as
Alternate Development Assessment Panel members.



Government of Western Australia
Development Assessment Panels

Mr Robert Jennings
Chief Executive Officer
Shire of Nannup
PO Box 11
NANNUP WA 6275



Our Ref: DP/12/00609
Enquiries: Karen Newman
Telephone: 6551 9604

Dear Mr Jennings

DEVELOPMENT ASSESSMENT PANELS: LOCAL GOVERNMENT NOMINATIONS

You would be aware that on 1 July 2011 fifteen Development Assessment Panels (DAP) came into operation in order to determine development applications that meet a certain threshold value. Each DAP comprises five members: three specialist members, one of which is the presiding member, and two local government members.

Appointments of all local government DAP members expire on 26 April, 2013. Members whose term has expired will be eligible for re-consideration at this time.

An Expression of Interest for Development Assessment Panel specialist members was advertised in the West Australian on 8 and 12 December, 2012 and in regional newspapers in the week commencing 10 December, 2012. Nominations for specialist members will close on Friday, 25 January, 2013.

Under regulation 26 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, your local council is requested to nominate four elected members of the Council, comprising two local members and two alternate local members to sit on your local DAP as required.

Using the attached form, please provide names, address, email, mobile and land line telephone numbers, date of birth, employer(s), position(s) and include curriculum vitae details of your four local government DAP nominees.

Nominations are required to be received no later than Friday 15 February, 2013.

Following receipt of all local government nominations, the Minister for Planning will consider and appoint all nominees for up to a two-year term, expiring on 26 April 2015. All appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is a mandatory requirement, pursuant to the DAP regulations, that all DAP members attend training before they can sit on a DAP and determine applications. Local government representatives who have previously been appointed to a DAP and have received training are not required to attend further training.

Local government elections may result in a change to local DAP membership if current councillors, who are DAP members, are not re-elected. In this instance, the deputy local DAP members will take the place of the former local DAP members. If both local and alternate (deputy) local members are not re-elected, the local government will need to re-nominate for the Minister's consideration of appointment.

The Council should consider the above matters in selecting nominees as local DAP members.

Local DAP members are entitled to be paid for their attendance at DAP training and at DAP meetings, unless they fall within a class of persons excluded from payment.

Members who are not entitled to payment of sitting, training and State Administrative Tribunal attendance fees include Federal, State and local government employees, active or retired judicial officers and employees of public institutions. These DAP members are not entitled to be paid without the Minister's consent, and such consent can only be given with the prior approval of Cabinet. This position is in accordance with *Premier's circular – State Government Boards and Committees Circular (2010/02)*.

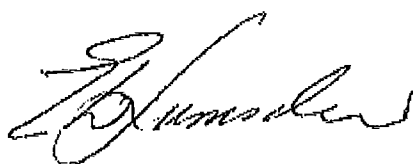
Further information, including DAP location maps and the Premier's Circular, is available online at <http://daps.planning.wa.gov.au>.

Local representation is vital to DAPs. If no nominations are received by 28 March, 2013, or if I have not allowed the local government a longer nomination period, regulation 26 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, enables me to include on the local government register a person who is an eligible voter of your local government district and who has relevant knowledge or experience that will enable that person to represent the interest of the local community of your district.

An Expression of Interest for specialist members was advertised in December 2012, with applications closing on 25 January, 2013. You will be advised of the new specialist members once they have been appointed by the Minister.

If you have any queries regarding this request for nominations, please contact Karen Newman at the DAPs secretariat – phone 6551 9604 or email Karen.newman@planning.wa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Eric Lumsden', written in a cursive style.

Eric Lumsden PSM
Director General

DEVELOPMENT ASSESSMENT PANEL NOMINATION FORM

Local Government:	DAP Name:
Nominated Local DAP Member 1	Nominated Alternate Local Member 1
Name: Address: Phone: Mobile: Email: Date of Birth: Employer name(s): Position(s):	Name: Address: Phone: Mobile: Email: Date of Birth: Employer name(s): Position(s):
Nominated Local DAP Member 2	Nominated Alternate Local Member 2
Name: Address: Phone: Mobile: Email: Date of Birth: Employer name(s): Position(s):	Name: Address: Phone: Mobile: Email: Date of Birth: Employer name(s): Position(s):

Note: Employer name and position details are required for Cabinet submission and to determine if the nominee is entitled to be paid fees in accordance with the Premiers Circular 2010/02.

Name and contact details of local government minute taker and/or DAP meeting contact (if known):

Name: _____ Phone: _____ Email: _____

DAP Secretariat Use

Date received: _____ Officer Name: _____ Date Registered: _____

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AGENDA NUMBER:	11.2
SUBJECT:	Draft State Planning Strategy
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	Department of Planning
FILE REFERENCE:	TPL 1
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 5.70 of the Local Government Act 1995
DATE OF REPORT	18 February 2013

Attachment 1: Extract of draft State Planning Strategy
Attachment 2: Draft State Planning Strategy - Tabled

BACKGROUND:

The Department of Planning (DoP) invites comments from this Shire and other stakeholders on the draft *State Planning Strategy* (SPS) by 29 March 2013. The purpose of this item is to consider key implications as they relate to the Shire of Nannup.

The draft SPS can be viewed at www.planning.wa.gov.au/publications/6561.asp and will be tabled at the Council meeting. An extract of the draft SPS is provided in Attachment 1.

The draft SPS:

- is prepared by DoP on behalf of the Western Australian Planning Commission (WAPC);
- “purpose and function...is to provide a sound basis for the integration and coordination of strategic planning across state, regional and local jurisdictions” (page 6);
- “is the lead strategic planning document within Government (page 6) and “is an overarching strategic document that informs all other State, regional and local planning strategies, policies and approvals” (page 7);
- takes into account what is known about the future and sets a vision to 2050 based on a strategy of planning principles, strategic goals and State strategic directions;

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- seeks to better anticipate, adapt to and manage the drivers of change most likely to influence the future growth and development of WA;
- notes WA is being shaped by population and economic growth, technological innovation, and increased water and energy requirements;
- outlines that WA is having to adapt to a changing and increasingly complex global environment;
- highlights the need for strategic planning has never been greater;
- builds on a number of strategic planning positions endorsed by the WAPC and is supported by a suite of strategies and initiatives from across Government, which includes the Regional Centres Development Plan (SuperTowns) Framework (2011);
- represents a whole-of-Government strategy to achieve sustained prosperity for WA;
- seeks to assist WA plan for the future opportunities and challenges it is likely to face;
- envisages and plans for a potential doubling of WA's current population to 5.4 million by 2056;
- considers "interconnections and interrelationships that are likely to influence WA's sustained prosperity" (page 6);
- outlines the State Government's intention to undertake a collaborative approach in planning for the State's infrastructure, environment, food security, land availability, economic development, education, training and knowledge transfer;
- contains a strong regional development focus designed to integrate with planned regional investment and the Royalties for Regions program; and
- sets out that the finalised SPS will be used by the Government as a basis to plan for and coordinate regional and urban infrastructure across the State; improve efficiency of infrastructure investment; and to facilitate the consideration of project approvals, delivery of services and urban land supply.

By way of background, the current SPS was released in 1997. The primary focus of the 1997 SPS is land use planning. The 1997 SPS has become an integral part of the State's planning system, which has informed planning and development decisions throughout WA. Since 1997, WA has been shaped by factors including population growth, the global economy, urbanisation, technology, climate change and increased water and energy requirements.

COMMENT:

It is recognised that planning and government policy is often “contested” and often subject to robust debate. This equally applies to the draft SPS which has a long term planning horizon where many things will change and various matters will be unforeseen. Related to this, some community members and Councillors may for instance question matters such as:

- the basis for requiring economic development and economic growth;
- the need for population growth (especially through inward migration);
- the assumptions, values and priorities that are set out or implied in the draft SPS; and
- “carrying capacities” for WA or parts of WA e.g. in relation to population, natural resource management and environmental sustainability.

While noting the above, it is suggested that large sections of the WA and local community would support the SPS’s:

- vision for a diverse, liveable, connected and collaborate State, along with planning for sustained prosperity;
- long term outlook and consideration of drivers of change including population, global economy, technology and climate change;
- consideration of Australian Bureau of Statistics scenarios for future population growth;
- consideration of matters beyond traditional land use planning considerations; and
- strategies for matters including economic development, education, training and knowledge transfer, tourism, environment and physical/social infrastructure.

Many of the statements in the SPS represent sound planning principles (such as concentrating urban growth in existing settlements, protecting agricultural land, protecting ecological biodiversity and promoting affordable housing) which in broad terms are not disputed.

It is highlighted that the finalised SPS will have significant implications on planning and development within WA and influence planning and development in the Shire of Nannup. The following comments set out some of the key implications of the draft SPS primarily as they relate to the Shire of Nannup.

A) *Sub-Regional and centres*

The Nannup townsite, like most towns in WA, is not shown in the SPS mapping (including Figure 14). In regional WA, only regional centres (including Bunbury and Busselton) and subregional centres (including Margaret River and Manjimup) are shown. The sub-regional centres in part reflect the Supertown classification by the State Government's *Regional Centres Development Plan (SuperTowns) Framework (2011)*. Nannup is strategically located between Busselton, Margaret River and Manjimup. Accordingly, Nannup can offer an alternative lifestyle which is close to growing cities and towns.

B) *Economic development*

Figure 18 reiterates the importance of tourism to the South West Region and the Shire of Nannup. The designation is supported and associated actions and implementation to support a sustainable tourism sector and regional economy are supported and required.

Figure 19 shows the Bibbulmun Track. It is suggested Figure 19 be modified to also include the Munda Bididi Trail.

Given both the Bibbulmun Track and the Munda Bididi Trail go through Nannup, the Nannup townsite has further potential to develop as a key walking/cycling and ecotourism hub.

There are further opportunities to extend regional walking and cycling tracks which include links between Nannup and Margaret River to link the Bibbulmun Track/Mundi Bididi Trail with the Cape to Cape Track. It is suggested the final SPS be modified to include support for the development of additional regional walking/cycling routes. This and other links will support economic development, healthy communities and have the potential to extend the range of world class experiences offered by the South West.

There are opportunities to diversify the regional economy which can be supported by the SPS. This includes the proposed establishment of a Western Australian Emergency Management Institute (WAEMI) in the Warren-Blackwood Region. Given Nannup's extensive State Forest and conservation areas (approximately 85% of the municipality) and strategic location in the South West Region, Nannup is well placed to accommodate such a facility.

There are also opportunities to establish a South Coast Centre in the coastal area of the Shire of Nannup. This could incorporate regional scientific, research, community and Aboriginal heritage and visitor centre near Lake Jasper/Quannup with associated Noongar, Shire or community management.

C) *Agriculture and food*

The draft SPS highlights the importance and opportunities relating to agriculture. Figure 21 indicatively shows an area west of Manjimup as “existing and/or potential for high irrigation agriculture”. The “food bowl” initiatives, which include those associated with the *Manjimup SuperTown Growth Plan*, are supported as it should assist with promoting agricultural opportunities in adjoining municipalities including the Shire of Nannup.

Rural subdivision, outside of strategically identified areas for rural residential and rural smallholdings near townsites, has progressively become more difficult in recent years. The SPS (page 43) reiterates current and emerging WAPC policies to limit the fragmentation of rural land.

D) *Environment and climate change*

The Shire forms part of the South West global biodiversity hotspot. This presents opportunities and challenges for future development in the district.

It is suggested that reference be made to “Gondwana Link”. This is an initiative to reconnect healthy and resilient country across south-western Australia (about 1000 kilometres) between Dunsborough to the semi-arid woodlands and mallee country bordering the Nullarbor Plain.

The draft SPS considers reports such as the *Intergovernmental Panel on Climate Change* and anticipated implications for WA. It is agreed there is a need to anticipate changing climatic conditions, including threats from bush fires and flooding locally.

E) *Movement*

Figure 23 should show the Busselton Airport which is a key regional airport. The Busselton Airport is expected to assist with population growth in Nannup, including various fly-in/fly-out workers seeking the lifestyle that Nannup offers.

It would be useful to show a major road connection between the sub-regional centres of Margaret River and Manjimup e.g. Brockman Highway/Vasse Highway.

F) *Water*

The draft SPS does not mention the Yarragadee Aquifer. This is a significant freshwater aquifer which covers part of the district. It would be helpful if the final SPS provided guidance relating to its future sustainable use, which is predominantly for use within the South West Region.

G) *Settlement planning and urban design*

There are a number of strategies relating to settlement planning, associated water and energy use and urban design. The principles are supported to promote compact settlements with a wide range of housing, opportunities for walking and cycling and social interaction. The review of the Council's Local Planning Strategy, provides an opportunity to set long-term certainty for residential, rural residential and rural smallholding subdivision/development.

H) *Community infrastructure*

The SPS vision (page 16) includes that "Regional Western Australia will be interconnected and have timely, cost-effective and superlative access to education, health, social welfare and cultural pursuits." The vision for a liveable State is supported and applying this vision to be effectively implemented in Nannup is also supported.

The SPS notes (page 65) that "Usually regional populations will not grow without the necessary social infrastructure to support that growth such as schools, health services, community facilities and programs." This statement is acknowledged and the associated funding to service social infrastructure is also appreciated. The Shire looks forward to funding requests for community facilities and programs being favourable considered in Nannup to assist in delivering the vision.

I) *Energy*

Figure 25 shows that Nannup is within an area that may have potential for wind energy. Broadening the range of energy supplies is supported locally provided relevant environmental and planning considerations are suitably addressed.

Figure 25 should be modified to show the proposed Bunbury-Albany Gas Pipeline, with the route near the South Western Highway between Bunbury – Manjimup.

J) *Telecommunications*

The draft SPS sets out a number of sections relating to the importance of technology which includes for economic development, businesses and modern living. For instance, the vision includes:

"A connected State: as connected to the rest of the world as any other place.

In 2050, distance will not be a barrier to connecting people, places and enterprises to resources and information. Affordable high speed

communication and transport options will connect communities and enable regions to collaborate to build diversity, international competitiveness and employment". (page 16).

Nannup is shown on the indicative National Broadband connectivity link (Figure 28) which is supported. Nannup is proposed to be serviced by NBN Co. with fibre optic as set out at <http://www.nbnco.com.au/assets/documents/nbn-wa-list.pdf>. The servicing of Nannup with fibre optic cabling is also supported.

The provision of fibre optic to the premises is a superior service compared to fixed wireless or satellite. There is a dramatic difference in internet access speed between wireless and satellite technologies compared to fibre. The provision of fibre, in time, is expected to support Nannup's plans for sustainable economic development and population growth. The provision of fibre offers benefits in wide ranging areas including education, communications, health, entertainment, commerce and tele working.

A more reliable and comprehensive mobile phone communication service need to be expanded in the municipality and adjoining regions, particularly to cover all residential and agricultural areas. This initiative will impact on both the safety and economic development aspects of residents and businesses.

K) State Infrastructure Strategy

The draft SPS is "silent" regarding the development of a *State Infrastructure Strategy* to identify and coordinate government infrastructure expenditure priorities. It is suggested that a related State Infrastructure Strategy, to complement the SPS, is critical to establish a long-term approach to infrastructure planning and set out associated funding priorities in WA.

The development of a State Infrastructure Strategy should identify and coordinate government infrastructure expenditure priorities. It would assist in providing better direction on the priorities and timing for sustainable infrastructure delivery. Related to this, the State Infrastructure Strategy would provide a framework for the planning and programming of major infrastructure as part of the State budget process.

L) Emergency management

Given the anticipated impacts of a changing climate and associated risks, there is considered to be a greater need for effective emergency management infrastructure and training. The proposed Nannup Western Australian Emergency Management Institute (WAEMI), upon implementation, will be a significant State resource.

M) Implementation and servicing

A key matter is how will the SPS be effectively implemented? Will infrastructure service providers “buy in” on their investment decisions and support the SPS? For instance, servicing/infrastructure challenges in this municipality include:

- subdivisions in this Shire tend to be smaller than compared to subdivisions in coastal areas and financial returns tend to be lower in non-coastal areas. Typically, this means there is often not a larger developer who can fund infrastructure provision/upgrades to enable smaller developments to “piggy back” on. It also makes it difficult to be the “trail blazer” developer given servicing authorities will seek to direct costs to this developer who may not see contributions from other developers for a number of years;
- the approach to funding and risk management by servicing agencies often is not compatible with the objectives of the planning system. This includes the move in recent years towards “user pay” principles and often seeking payment from developers “upfront” (even when the development is in accordance with an endorsed Local Planning Strategy);
- an apparent reduction in Community Service Obligations by the State Government to support service providers; and
- reduction of funding for the infill sewerage program.

While appreciating that funding of services/infrastructure is a complex and costly matter, serious consideration is required to better align the planning system with funding of key infrastructure to enable effective implementation – essentially getting appropriate development in appropriate locations. The Shire seeks support for a growing Nannup with associated and timely support from service providers.

N) Next step

It is recommended that a submission is made to DoP. Should the Council agree, it is recommended that the Shire’s Chief Executive Officer be delegated authority to make a submission, which will be based on comments in this report and Council directives and/or comments.

STATUTORY ENVIRONMENT:

Planning and Development Act

POLICY IMPLICATIONS:

A finalised SPS is expected to influence wide-ranging aspects of planning.

FINANCIAL IMPLICATIONS:

There will be no immediate financial implications to the Shire through the endorsement of the SPS by the WAPC. Subject to the content of the final SPS, it may have indirect financial implications on the Shire in the coming years.

STRATEGIC IMPLICATIONS:

A finalised SPS will influence subdivision, associated development, scheme amendments and future reviews of the Local Planning Strategy, along with funding/resource allocation. There are expected to be wide ranging economic, social and environmental implications which are summarised in this report and expanded on in the draft SPS.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATIONS:

That Council resolve to make a submission on the draft State Planning Strategy with the submission delegated to the Shire's Chief Executive Officer. The submission will be based on the "Comments" section of this report.

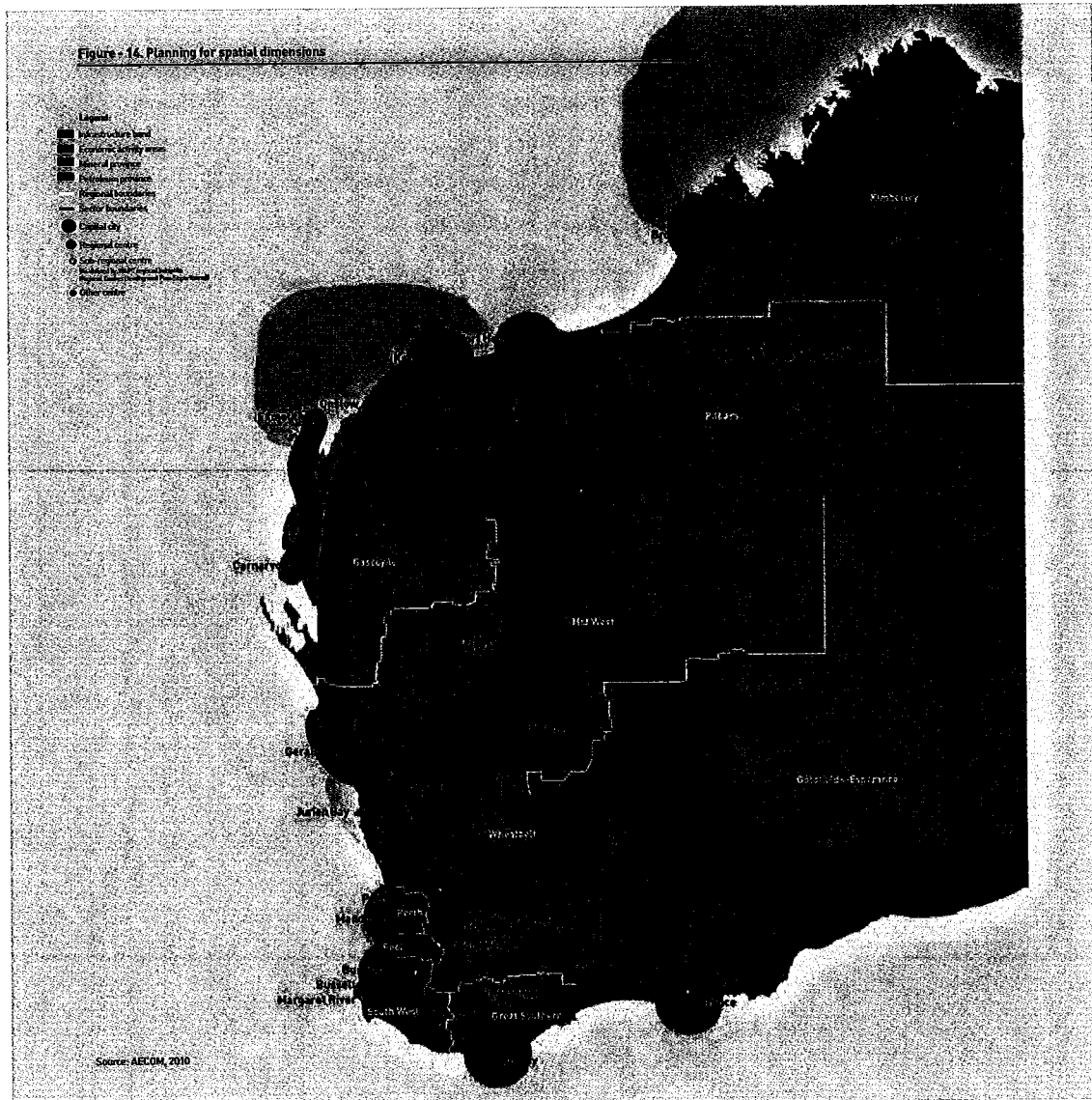
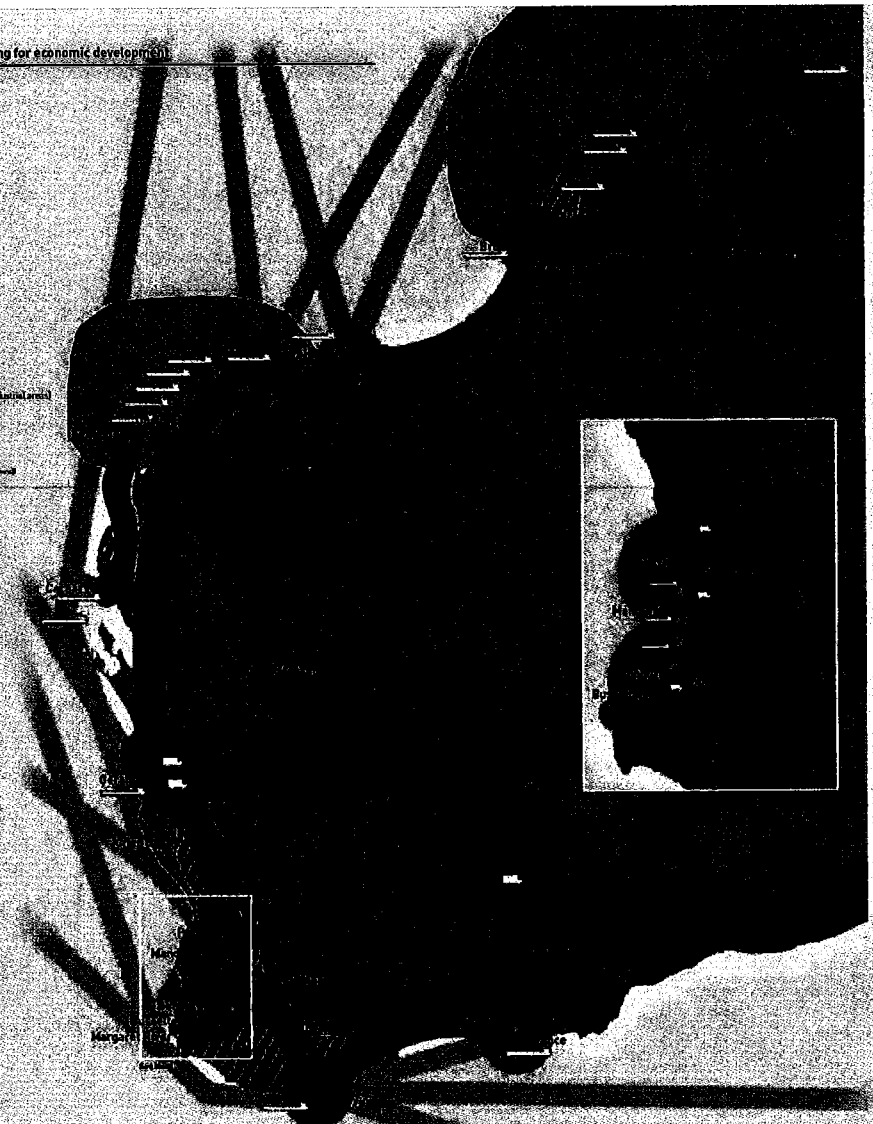


Figure - 1B. Planning for economic development

- Legend
- Economic activity area
- ▨ Employment land
- ▩ Population pressure area
- ▧ Special use or parks
- ▦ Strategic land
- ▥ Employment sub-area
- ▤ Industrial (primary, secondary or tertiary) enterprise
- ▣ Urban
- ▢ Main road
- ▧ Policy
- ✕ International airport
- ✕ Regional airport
- Major freight infrastructure
- Port
- Strategic industrial area
- New strategic opportunities (industrial estate)
- Capital city
- Regional centre
- Sub-regional centre
- Water or sewerage treatment plant
- Other centre



Margot

Figure 19. Planning for tourism

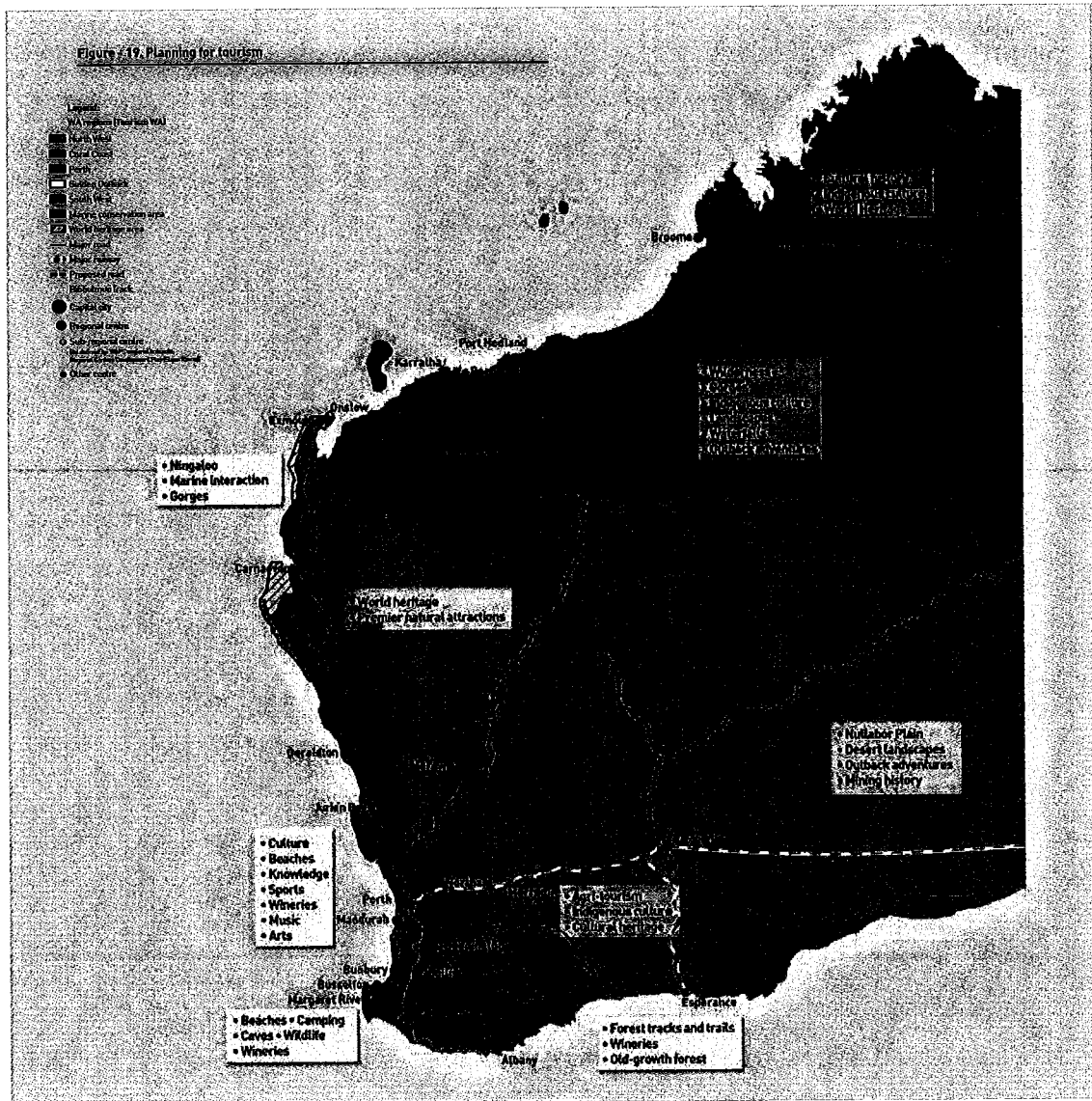


Figure - 20. Planning for environment

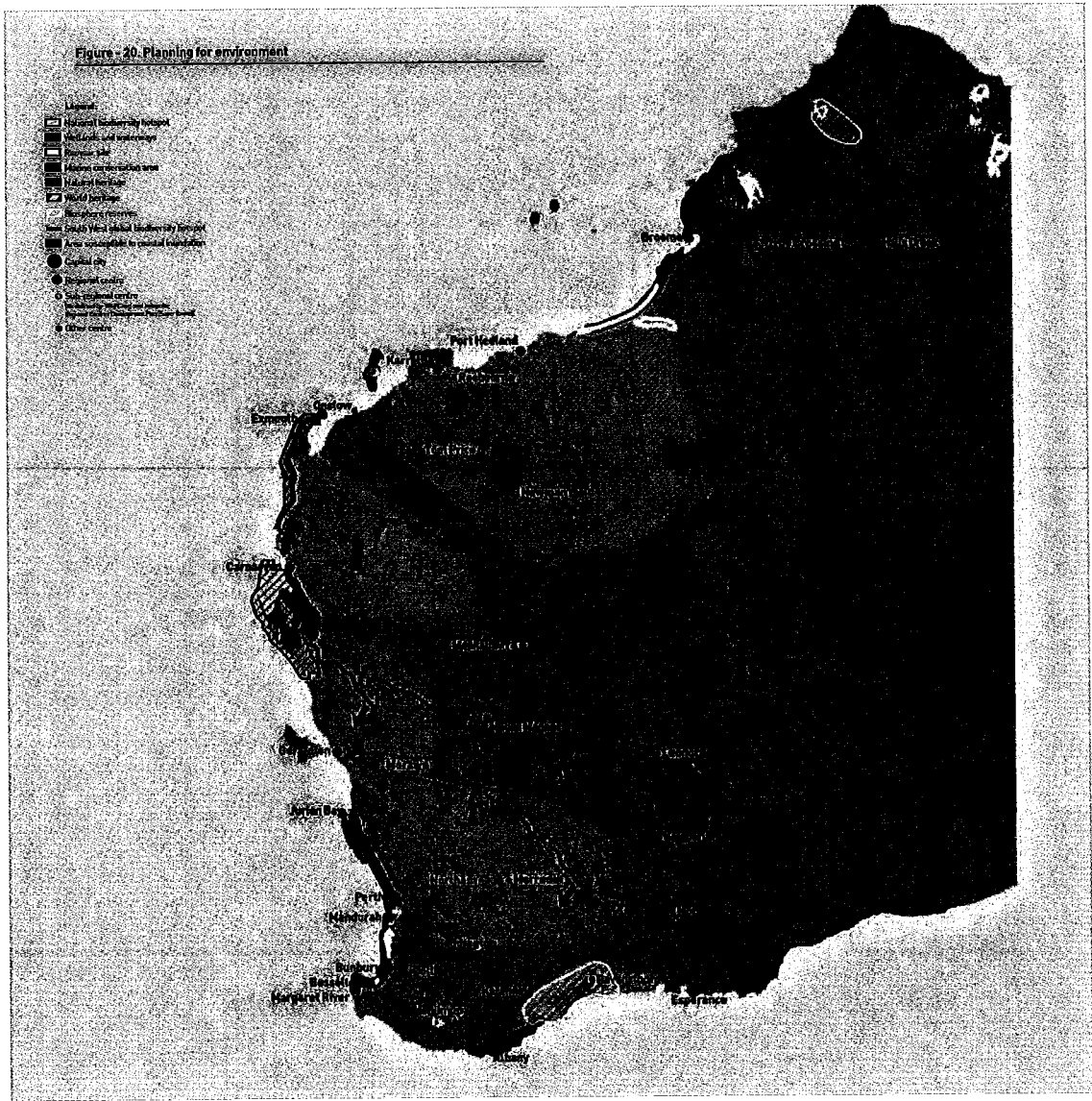


Figure - 21. Planning for agriculture and food

- Legend**
- Protected areas
 - Forests, mainly conifer forests
 - Forests, mainly deciduous forests
 - Open fields and pastures and forest areas
 - Agricultural areas (mainly arable)
 - Agricultural areas - forests, pastures, hay, meadows and orchards
 - Areas of forests suitable for nature conservation and forestry
 - AFA forests
 - Areas of forests suitable for high quality production and recreation
 - Large ponds protected for high quality production
 - Small ponds
 - Forest ponds
 - Forest ponds
 - Forest ponds
 - Forest ponds
 - Forest ponds
 - Forest ponds



Figure 23. Planning for movement

- Legend
- Main government network
 - Shipping lane
 - Major road
 - Minor road
 - Air route
 - Sea route
 - Port operated by a port authority
 - Port facility operated by others
 - X International airport
 - Y Regional airport
 - International hotel terminal
 - Terminal (domestic hotel terminal)
 - Capital city
 - Regional center
 - Sub-regional center
 - Local center
 - Other cities



Figure - 24. Planning for water

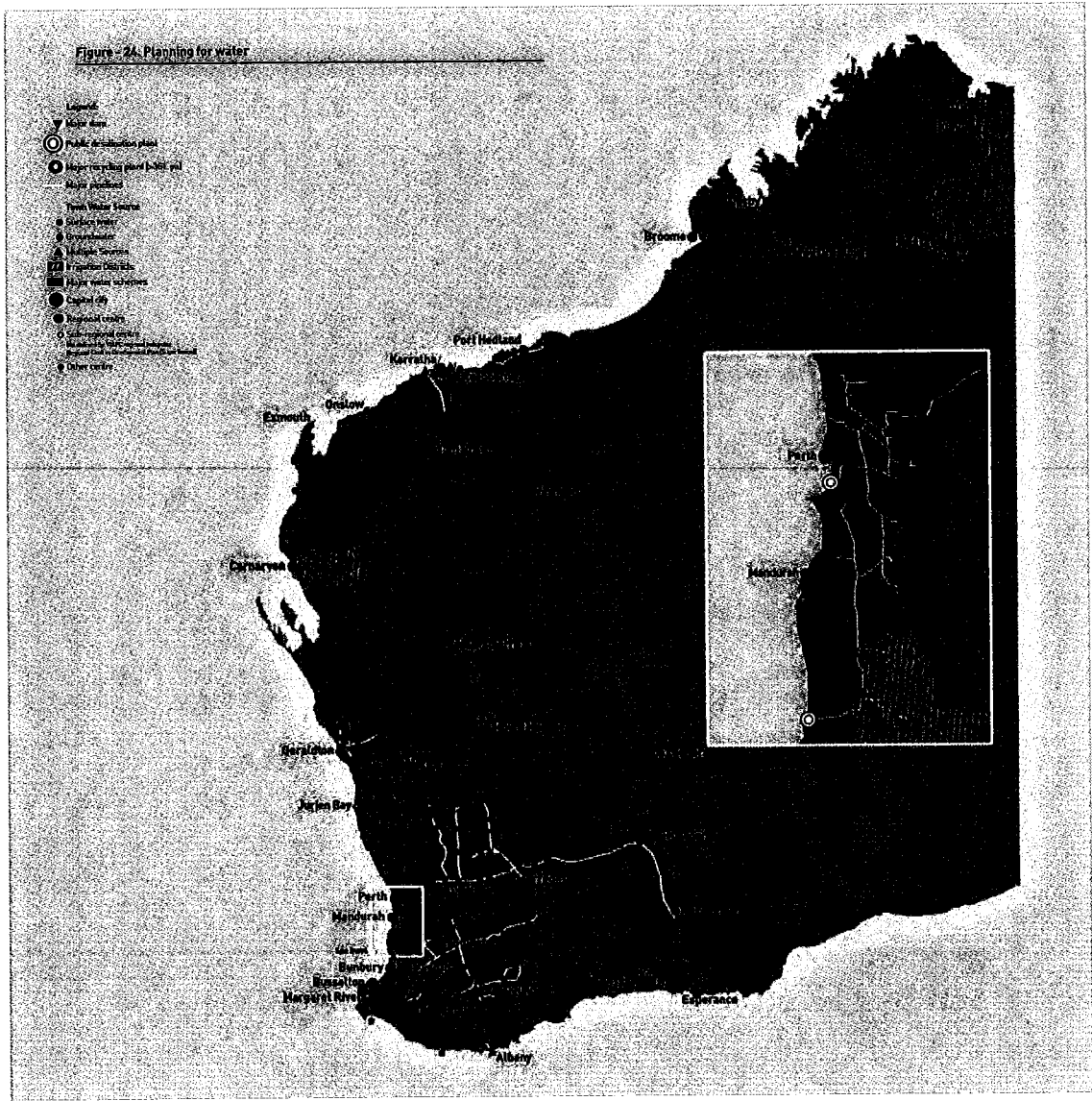


Figure - 45. Planning for energy

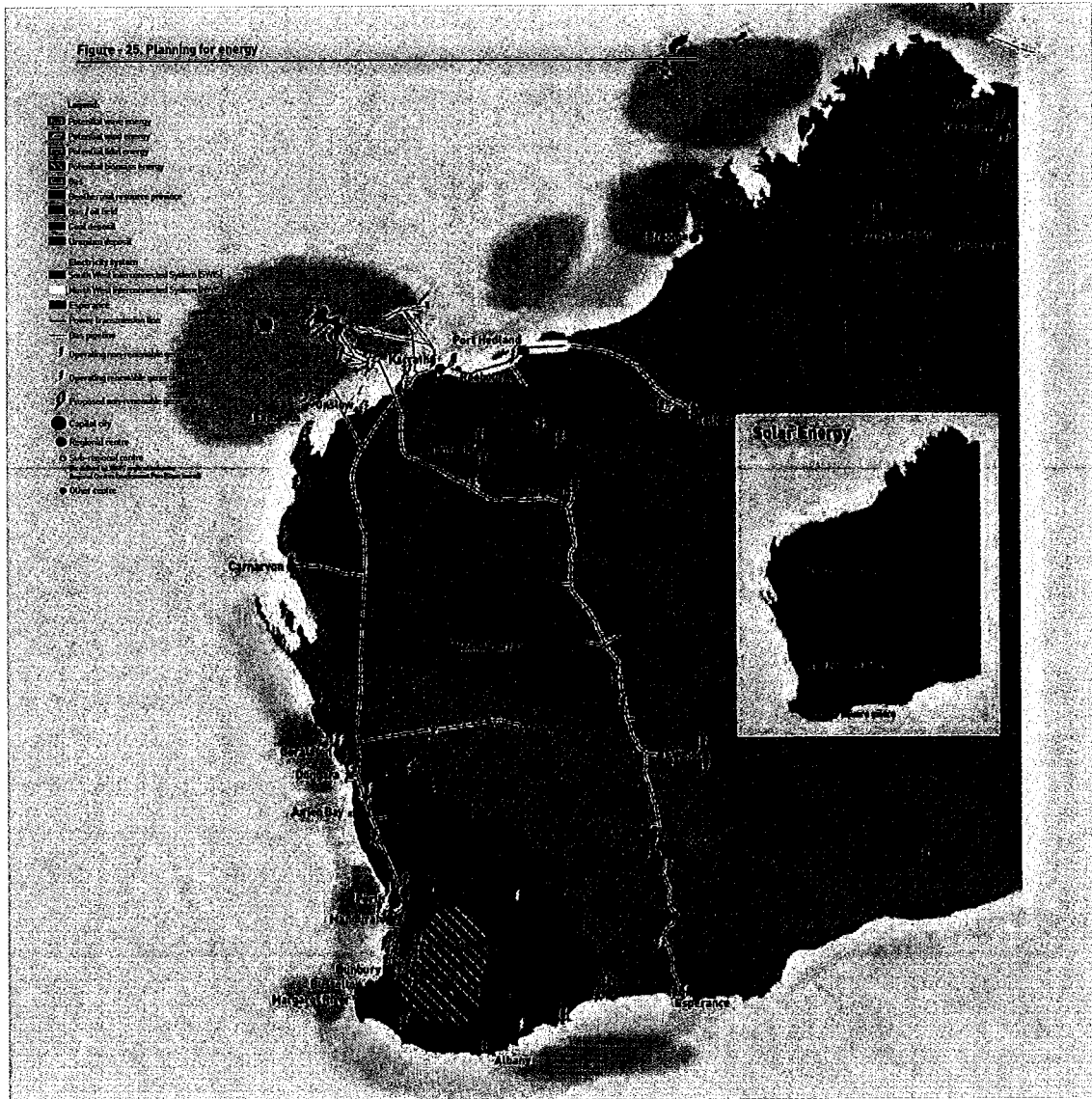
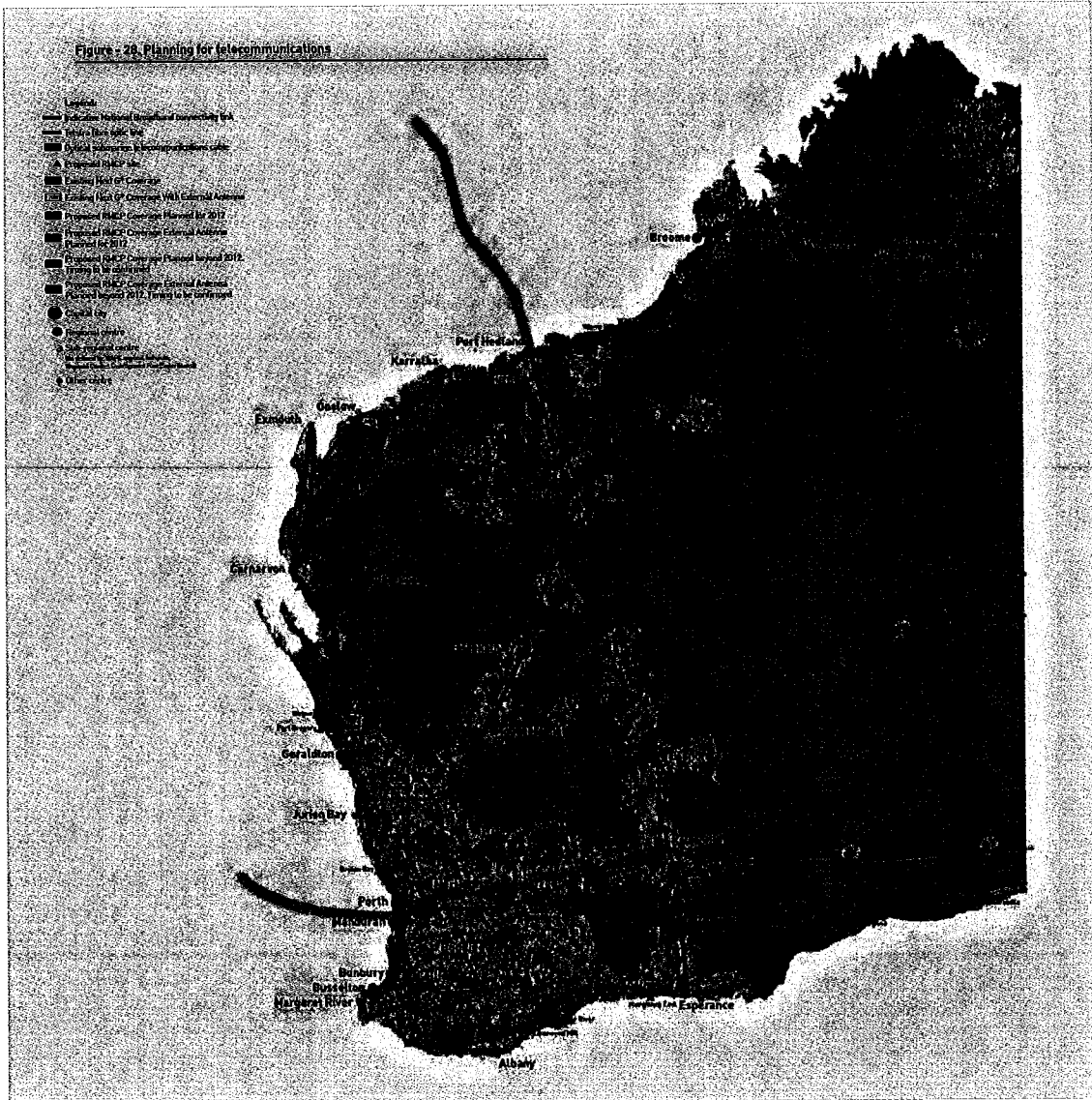


Figure - 28. Planning for telecommunications



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Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.3
SUBJECT:	Realignment of Ethel Road, Peerabeelup –submitted for endorsement to permanently close
LOCATION/ADDRESS:	Ethel Road, Peerabeelup
NAME OF APPLICANT:	John Gaunt and Elisabeth Tilley
FILE REFERENCE:	ROA86
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 5.70 of the Local Government Act 1995
DATE OF REPORT	18 February 2013

- Attachment: 1. Location map
2. Proposed section of Ethel Road to be closed and dedicated
3. Submissions

BACKGROUND:

Ethel Road is approximately 35 kilometres south of the Nannup townsite (see Attachment 1).

Details relating to the requested realignment (correspondence and plan) provided by the applicant are set out in Attachment 2. In summary, the applicant proposes:

- that a section of the Ethel Road reserve containing the dam (lake) is closed and is amalgamated into Lot 4497 (owned by Mr John Gaunt and Ms Elisabeth Tilly);
- a section of the Ethel Road reserve which does not contain a constructed track is closed and is added to the State Forest; and
- a new section of the Ethel Road reserve is created (dedicated), which follows the existing track to Lot 6982 (owned by M Baxter, R & T Chugg and M North), taking the land out of the State Forest.

There is a long history to the realignment of Ethel Road. Some of the matters extend back decades, which include a dam extending into the Ethel Road reserve.

Mr John Gaunt and Ms Elisabeth Tilly purchased Lot 4497 in October 2007. The property is known as “Donnelly Lakes” and it contains four chalets, a caretaker’s dwelling and the majority of the large dam.

Shire of Nannup
Ordinary Council Meeting Agenda: February 2013

Given the dam is partially located in the road reserve, access to adjoining Lot 6982 is in part via a Department of Environment and Conservation (DEC) track through the State Forest rather than by the Ethel Road reserve. DEC in November 2011 provided written advice to the owners of Lot 6982 that it has no objection to the continuing use of the track to access Lot 6982.

The Council has considered the matter on a number of occasions. Most recently, the Council at its 22 November 2012 meeting passed the following motion at minute number 8870:

That Council:

1. Agrees to initiate permanent road reserve closure action, under section 58 of the *Land Administration Act 1997*, to close a portion of Ethel Road and associated road reserve dedication as set out in Attachment 2.
2. Note the Shire administration will invite submissions on the road reserve closure and dedication request for a period of six (6) weeks.
3. Will reconsider the road reserve closure and dedication 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 permanently closes and dedicates the road reserve.

In accordance with the Council resolution on 22 November 2012, the *Land Administration Act* and the *Land Administration Regulations*, the Shire administration consulted extensively for a six week period by the Shire administration:

- writing to and inviting comments from adjoining/nearby landowners;
- writing to and inviting comments from relevant State Government and servicing authorities;
- placing a public notice in the Manjimup-Bridgetown Times and notice boards around town;
- placing details on the Shire website; and
- having information available at the Shire office.

The Shire received four submissions on the proposed closure/dedication which are set out in Attachment 3. The submissions from DEC and the Department of Indigenous Affairs raise no objection, while the submission from Mr and Mrs Baxter object to the proposed closure/dedication. The Hon Barry House MLC concurred with the submission from Mr and Mrs Baxter.

COMMENT:

The proposed request to realign a portion of Ethel Road near the dam is supported given that the current situation, with a dam in the Shire managed road reserve, should be resolved. A dam located in a road reserve raises liability and safety issues for the Shire and other parties. Accordingly, it is recommended that Council endorse permanent road reserve closure and dedication action for a portion of Ethel Road asset out in Attachment 2.

The matters raised in the submission from Mr and Mrs Baxter (Attachment 3) are noted. There is however no support for the retention of the status quo. Comments relating to Mr and Mrs Baxter's submission include:

- it is not a given that the dam was illegally constructed, especially given the Town Planning Scheme did not cover rural areas decades ago when the dam was built. Further, the Shire is likely not to have taken planning applications across the municipality for dams decades ago. If any approval was required, it is likely to have been by the predecessors of the Department of Water;
- there has been adequate consultation (the Shire administration has met the statutory requirement). In the absence of any evidence to the contrary the dam is considered to have been legally constructed. It is not clear however what "rights" the Baxter family would have to an illegally constructed dam in a road reserve;
- the Shire administration is not aware of any environmental consequences of the proposed road closure/dedication. No additional clearing is required. Significantly, DEC raise no objection to the proposed road reserve closure/dedication;
- perhaps the matter of the owners of Lot 6982 drawing water from the dam in an emergency can be addressed through an exchange of letters or a legal agreement between the owners of Lots 6982 and 4997. Related to this, it is understood that DEC and the Department of Fire and Emergency Services can draw water from any source in an emergency; and
- the road reserve, through the dam, cannot be amalgamated into the State Forest as Lot 6982 (owned by Mr Baxter and others) would become a "land locked" lot.

A key implication of the proposed road reserve closure/dedication is that, if finalised, it would legally prevent access from the owners of Lot 6982 to the dam for fishing/recreation. The owners of Lot 6982 would still, however, enjoy the view of the dam along with access to water from the dam in bush fires.

While there is considerable history relating to the matter, the proposed road closure and dedication:

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

- assists to address the undesirable situation of a dam being located in a Shire managed road reserve;
- has the benefit of legal and practical vehicular access, to Lot 6982, being contained on one alignment through the proposed new section of the Ethel Road reserve. This is considered a better long term outcome to future owners of Lot 6982 compared to practical vehicular access being via a DEC managed track;
- is simpler than the former proposal which created issues for DEC; and
- the current proposal is supported by DEC. It is noted that it will result in a marginal net increase in land added to the State Forest.

It is suggested there are clear benefits in progressing with the realignment of Ethel Road and incorporating the section of the dam which is situated within the road reserve into Lot 4497 (Donnelly Lakes). It is suggested that the only downside to the proposed road closure/dedication is that the owners of Lot 6982 lose access to the dam. This needs to be weighed against a range of other considerations, including liability/risk of the status quo.

Completion of the road closure process will complement the road dedication process and assist to progress and finalise an historic issue.

Subject to the Council's decision, the Minister for Regional Development and Lands will determine whether to permanently close the road reserve. Should the Minister agree and should associated valuation and other matters be acceptable to the applicant, the portion of road reserve will be amalgamated into adjoining Lot 4497.

STATUTORY ENVIRONMENT:

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

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

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS:

The applicant will meet all costs associated with the process including advertising (associated with public comment on the road reserve closure and dedication) and survey costs.

There may be future legal issues relating to liability and associated risk should the Council not address a dam being located within a Shire managed road reserve.

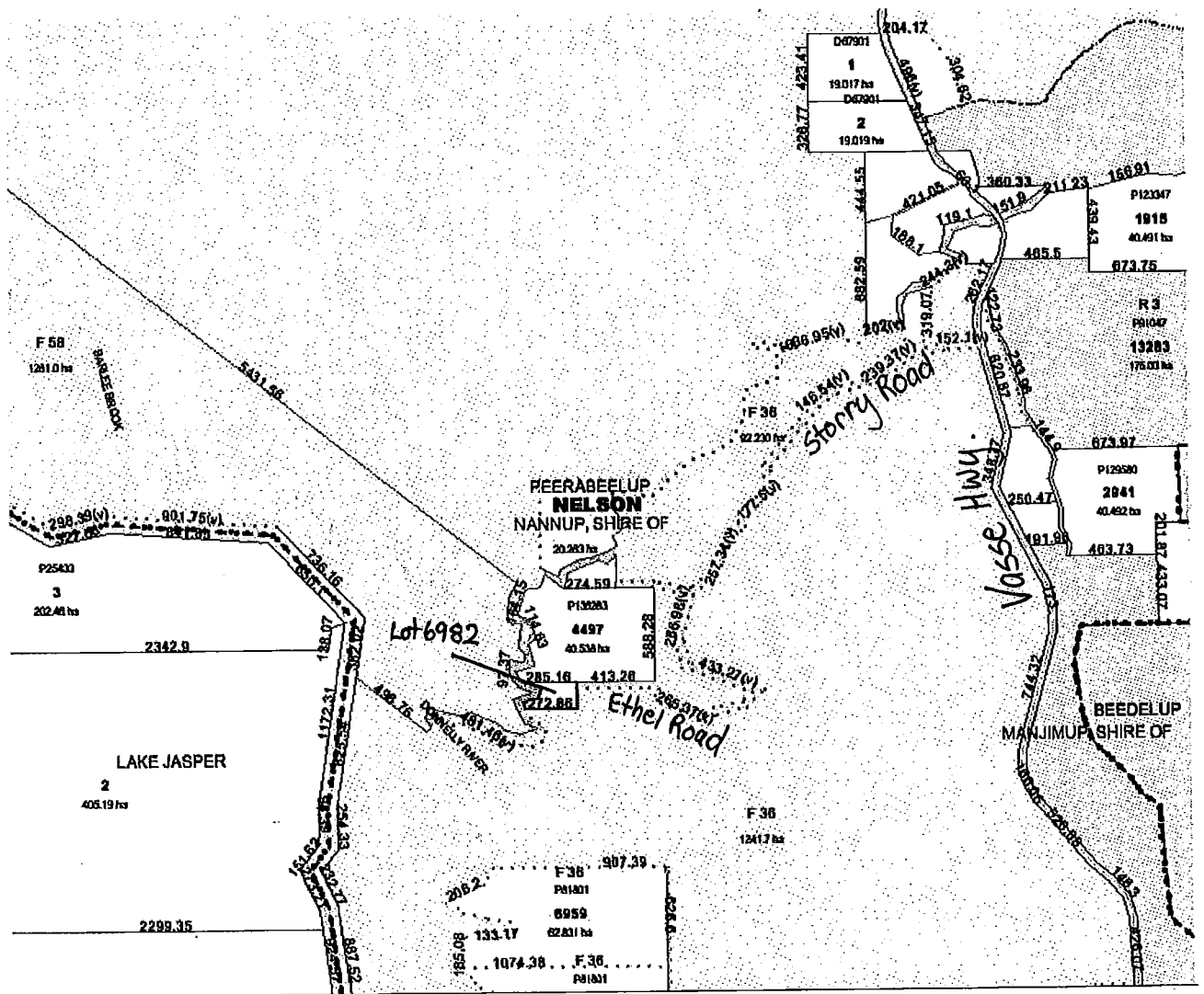
STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple majority.

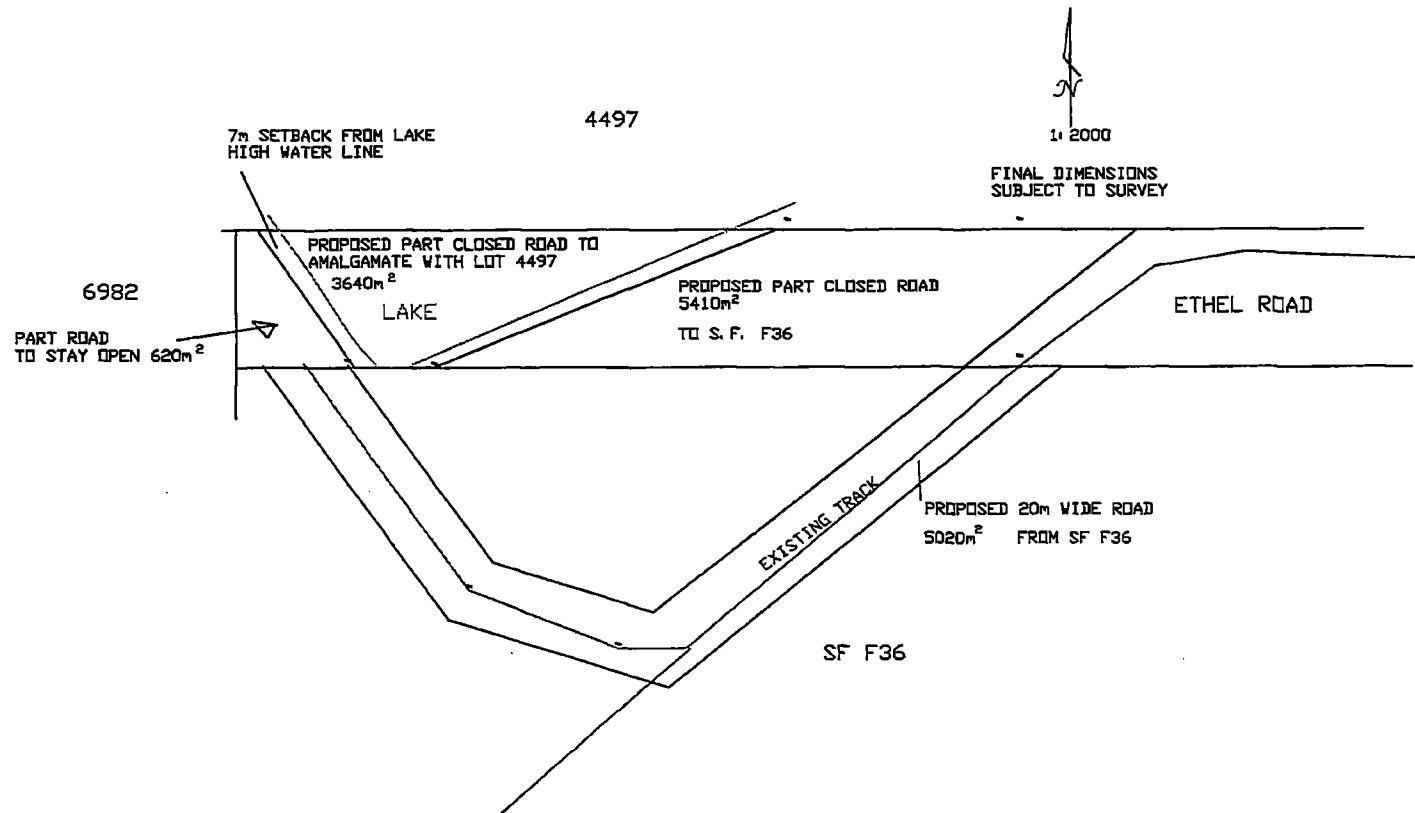
RECOMMENDATION:

That Council:

1. Agree to permanently close a portion of the Ethel Road reserve and associated road reserve dedication as set out in Attachment 2.
2. Request the Minister for Regional Development and Lands to permanently close the road reserve as set out in Attachment 2 with the road reserve being amalgamated into adjoining Lot 4497.
3. Indemnifies the Department of Regional Development and Lands against any costs in the process, with these costs being borne by the applicant/landowner.
4. Delegate authority to the Shire's Chief Executive Officer to progress matters with the Department of Regional Development and Lands, other agencies and the applicant/landowner regarding the closure of the road reserves, including the signing and sealing of all documentation required.
5. Suggest that the owners of Lot 4497 Ethel Road, Peerabeelup provide the owners of Lot 6982 Ethel Road, Peerabeelup with written confirmation that they can access water from the dam for fire fighting purposes in an emergency.

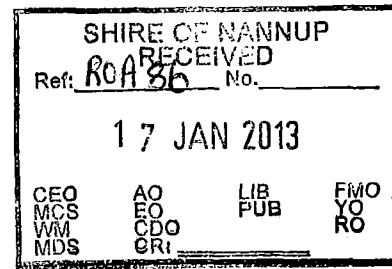


PROPOSED PART ROAD CLOSURE, DEVIATION AND LAND EXCHANGE
ETHEL ROAD, STATE FOREST F36 LOT 4497
PEERABEELUP



Wendy Kennedy

From: ANDERSON Carol [Carol.ANDERSON@water.wa.gov.au]
Sent: Thursday, 17 January 2013 2:29 PM
To: ShireofNannup
Subject: Road Dedication



YOUR REF: ROA86

Dear Mr Jennings

Thank you for the opportunity to comment on the proposed road dedication. I apologise for the late response.

The DoW supports the proposed dedication which is consistent with it's policy position whereby all dams, when at capacity, should not pond outside of its cadastral boundary. In this case it is more like flooding than ponding plus flooding of an access road, had the road been constructed within the reserve.

Regards

Carol Anderson
SW Region
Dept of Water

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E-MAILED
To ST 17/1/13 WJK

SHIRE OF NANNUP			
RECEIVED			
Ref: ROA 86	No. 2013/21		
14 JAN 2013			
CEO MCS WM MDS	AO EO CDO CRI	LIB PUB	FMO YO RO

Wendy Kennedy

From: House, Barry [Barry.House@mp.wa.gov.au]
Sent: Monday, 14 January 2013 10:19 AM
To: ShireofNannup; minister.marmion@dpc.wa.gov.au
Cc: john.gillard@dec.wa.gov.au; Peter & Margaret Baxter
Subject: RE: Proposed Road Reserve Closure - Ethel Road/ Storry Road Peerabeelup

Dear Robert and Nannup Shire Councillors,

As you can see I have been copied this email because of my previous interest and involvement with this matter.

I fully support Mr and Mrs Baxter's position (they are the spokespeople for their family who own the property). It would be totally unreasonable to re-align the titles based on a previous illegal dam construction and without consultation or consideration for the Baxter family rights, let alone significant negative environmental consequences.

Best wishes for a fair and positive resolution to this matter, which must be different from this proposal.

Kind Regards,

Hon Barry House MLC
Member for the South West Region
President of the Legislative Council

From: Peter & Margaret Baxter [mailto:dunhard2@westnet.com.au]
Sent: Sunday, 13 January 2013 10:11 PM
To: nannup@nannup.wa.gov.au
Cc: john.gillard@dec.wa.gov.au; minister.marmion@dpc.wa.gov.au; House, Barry
Subject: Proposed Road Reserve Closure - Ethel Road/ Storry Road Peerabeelup

Dear Robert (Chief Executive Officer)

Re : Your Letter 3 December 2012 Ref:ROA86

Please accept this letter as our formal submission to the proposed road reserve closure.

We as the owners of Lot 6982 object to the submission presented to the Nannup Shire by the owners of Lot 4497. The issue of the Dam engulfing the existing road reserve in question is well documented and has been dealt with at all levels of Government.

Minister Marmion's letter Dated 13 October 2011 Clearly puts this issue into perspective. The Nannup Shire has a copy of this and numerous other letters from both us and DEC. I suggest that these letters are provided to Council so they can be or become totally informed on this issue.

The intent of this proposal is clear and is wholly based upon the owners of Lot 4497 taking control of the water that encroaches the road reserve. This water as you and the Council would know by the mountains of correspondence that has been provided to you was created by the construction of an illegal Dam that has not only covered our Legal access to our block but has also consumed some of DEC land also.

To propose that the land in question be amalgamated into Lot 4497 is totally biased in favour of the proponents. The intent of this proposal should also be clearly understood. It is stated in the proponents letter that the intent is to remove any legal access that we have to the water or any other persons. Not only has this the potential to remove our rights to draw water in the case of emergency but also from Dec . The need to amalgamate this land into the title of Lot 4497 has no basis or benefits for any third party including the

Shire of Nannup or DEC. The underlying reasons for this proposal is also unclear. This needs to be considered.

The obvious and most practical approach to this matter is to refer to the letter of Minister Marmion. Leave the existing road reserve in Situ or amalgamate the old road reserve into the State of Western Australia.

I again must emphasise as we have done in numerous letters to the Shire of Nannup. This entire issue has consumed so much of all of our time. The last proposal from the proponents was so unworkable and showed total disregard for the environment and those adjoining their property. This is another attempt to remove anyones right to access the water that has been created by a dam which was constructed over a watercourse that belongs to the State of Western Australia. We are also surprised that the Shire has never to this date consulted with us as to the history of the dam and the issues associated with it.

Thank you and we look forward to your response .

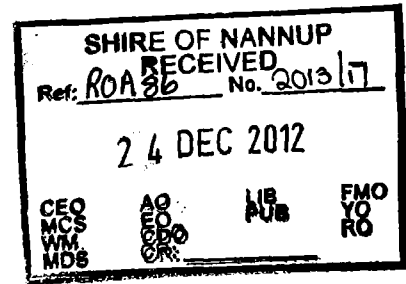
Yours Sincerely

ter & Margaret Baxter
19 Hayley Close Yallingup
Tel: 0897553184
Email:dunhard2@westnet.com.au
13 January 2013

E-MAILED
To ST 17/1/13 WJK

Wendy Kennedy

From: Harley Coyne [Harley.Coyne@dia.wa.gov.au]
Sent: Monday, 24 December 2012 2:55 PM
To: ShireofNannup
Subject: Proposed road closure Peerabeelup
Attachments: image001.jpg; image002.jpg



Attention:
Robert Jennings

Thank you for your correspondence regarding the proposed road closure and road dedication at Ethel Road Peerabeelup. I have conducted a desktop survey of the area and the proposed road closure and the Department of Indigenous Affairs have no issue with the road works going ahead. For any further information on this matter please contact me at the address listed below.

Regards

Harley Coyne
Project Officer



Government of Western Australia
Department of Indigenous Affairs

129 Aberdeen Street Albany WA 6330

Ph: (08) 9845 7370 Fax: (08) 98423517

Harley.Coyne@dia.wa.gov.au <http://svr-sharepoint:20000/personal/hpc/>

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Government of Western Australia
Department of Environment and Conservation

E-MAILED
To ST 17/1/13 wjk

Your ref:
Our ref: 2007/004487
Enquiries: John Gillard
Phone: 97761207
Fax: 97761410
Email: Donnelly.district@dec.wa.gov.au

Attention Robert Jennings
CHIEF EXECUTIVE OFFICER
SHIRE OF NANNUP
PO BOX 11
NANNUP WA 6275

SHIRE OF NANNUP
RECEIVED
Ref: ROA 86 No. 2013 | 3
07 JAN 2013
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Wendy Steve

Dear Robert

In response to your letter dated 3 December 2012, regarding the Proposed road reserve closure and Road Dedication – Ethel Road, Peerabeelup, the Department of Environment and Conservation has no issues associated with this proposal.

If you require any additional information, please contact John Gillard on 97761207.

Yours sincerely,

Brian Moss

BRIAN MOSS
A/DISTRICT MANAGER
DONNELLY DISTRICT

24 December 2012

Donnelly District – Pemberton: Kennedy Street, Pemberton. Phone: (08) 9776 1207 Fax: (08) 9776 1410
Manjimup Work Centre: Phone: (08) 9771 7988 Fax: (08) 9771 2677
Northcliffe Work Centre: Phone: (08) 9776 7095 Fax: (08) 9776 7258
Postal Address: PO Box 20, Pemberton, Western Australia 6260
www.dec.wa.gov.au
wa.gov.au

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.4
SUBJECT:	Local Planning Policy No. 20 – Developer and Subdivider Contributions: Submitted for adoption
LOCATION/ADDRESS:	Applies throughout the municipality
NAME OF APPLICANT:	Shire
FILE REFERENCE:	ADM 9
AUTHOR:	Steve Thompson, Consultant Planner
REPORTING OFFICER:	Robert Jennings – 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

Attachment 1: Draft Local Planning Policy No. 20 Developer and Subdivider Contributions (LPP 020)

BACKGROUND:

The purpose of this report is to seek Council support to publicly advertise a draft planning policy relating to developer and subdivider contributions.

The Council does not have a planning policy relating to developer/subdivider contributions. This is intended to be addressed through the draft policy which is set out in Attachment 1. The draft policy is intended to generate community discussion and, in time, provide clearer guidelines for assessing planning applications and other proposals.

COMMENT:

Why the policy is required

There is a need to carefully consider the implications of the policy relating to developer/subdivider contributions. This includes the Council's approach to promoting appropriate subdivision/development, its limited budget, considering whether the community or the developer meets the cost of providing/upgrading infrastructure (e.g. roads, paths etc.) and rising expectations (especially from newer members of the community) that infrastructure in regional areas should increasingly be similar to that experienced in metropolitan areas.

The reasons for the development of the draft policy include:

- there is no current Council policy on developer/subdivider contributions;

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- ensuring Council's financial sustainability is not compromised;
- seeking to address, in part, cost-shifting from the Commonwealth and State Government;
- rising community and stakeholder expectations;
- "user-pay" and equity considerations; and
- changing development/subdivision context.

The sections below will expand on the above points.

There are on-going issues of "cost shifting" for this Shire and other local governments with increased responsibilities and costs being passed from the Commonwealth and State Governments to local government. Typically, where Commonwealth and State Government funding is provided, it does not address on-going operational funding to meet the costs of providing the service and/or address depreciation and associated costs of maintaining or replacing the infrastructure, service or facility.

This Council, like most other local government authorities, faces considerable challenges to meet the demands placed on it from the community, government agencies and other stakeholders. Critically, community/stakeholder expectations typically rise (for instance in the expected standard of roads, playgrounds and other facilities etc). Additionally, there is also increasing pressure from the local community and others for the Shire to provide "non-traditional" services and facilities often without sustainable funding for the "life" of the service/facility. Further, there are rising environmental standards and "best practice" which all lead to increased costs for the provision and/or maintenance of infrastructure, services and facilities with the costs needed to be appropriately met by suitable sources.

There are various "user-pay" and equity considerations regarding who pays the cost of providing or improving the infrastructure, services and facilities. It is suggested that developers/subdividers that benefit from their proposal being implemented (including increased land values) and who create off-site impacts/demands should also be required to meet or contribute to the impacts/demands arising from their proposal. Such an approach adopts "user-pay" principles and assists to reduce the burden placed on the Council to provide infrastructure, services and facilities for an anticipated growing population. User-pay principles, including policies and schemes for developer/subdivider contributions, are well-established as a means of funding infrastructure, services and facilities throughout Australia. They are also consistent with State Planning Policy 3.6.

Adopting appropriate user-pay principles for developer/subdivider contributions is considered preferable to the alternative approach of the local community effectively subsidising the developer/subdivider and/or receiving in substandard

infrastructure, services and facilities. This could occur, for instance, if the Council meets the cost of providing the service and the provision and/or upgrading of infrastructure/facilities, which arguably should be the responsibility of the developer/subdivider. It is suggested that the local community should not be adversely impacted as a result of new development/subdivision. Further, it is considered reasonable to expect developers/subdividers should meet or contribute towards the cost and/or provision of required infrastructure, services and facilities arising from their proposals impacts/demands.

There are various development/subdivision proposals that are being formulated in the municipality, which if implemented, would result in increasing impacts/demands on existing Council infrastructure, services and facilities and the associated provision and/or upgrading of Council's infrastructure, services and facilities.

It is suggested that unless appropriate developer/subdivider contributions are sought, the Council will become less financially sustainable over the longer-term and the local community will be adversely impacted (through either subsidising the development/subdivision or through having sub-standard infrastructure, services and facilities). Additionally, it will place increased pressure to appropriately maintain existing infrastructure, services and facilities let alone deal with the issues of increased development, subdivision, population, and impacts on infrastructure, services and facilities etc. Accordingly, it is suggested that contributions from developers/subdividers will become increasingly important in this municipality.

Balancing certainty and flexibility

A key challenge with the draft policy is balancing certainty and flexibility given factors including:

- the municipality is varied in terms of its geography;
- the availability and standard of infrastructure, services and facilities etc; and
- there are considerable variations in development/subdivision circumstances including the nature of the proposal, location, and potential for additional development/subdivision in the area.

An example of the challenges is outlined below. In an urban area, such as Perth or a major regional centre, the location of new development and likely densities/numbers can be relatively accurately determined. This is not as straight forward in non-urban areas where the location of more intensive development (such as tourist development, rural industries etc) is more "footloose" and it is more difficult to predict development and timing. Accordingly, the lower level of density, lower level of development, larger distances and nexus considerations also represent challenges in non-urban areas and a different methodology or methodologies are suggested.

As a result, this makes developing a “uniform” policy problematic that adequately addresses all circumstances and proposals. Further, a uniform policy does not address the legal requirement for Council to consider each proposal on its merits and consider the potential off-site impacts/demands of the development/subdivision.

Based on the above, it is suggested that the most pragmatic approach is for a contributions policy to set out the particular issues that Council will take into consideration in assessing proposals on a case by case basis. This will ensure that anticipated impacts/demands on infrastructure, services and facilities are appropriately assessed. Accordingly, this reflects the need for the policy to outline principles/process and associated flexibility as opposed to addressing specifics (such as the actual standard or financial contribution) in order that the policy can be effectively implemented.

It is recommended that the draft policy should not include actual developer/subdivider contribution costs (given they can change quickly and there is a need to readvertise the policy), however certain costs may be identified in Council's Budget through its Fees & Charges Schedule. Further, most contribution amounts will require an individual assessment to ensure that contributions meet the required legal tests.

The draft policy, if adopted, seeks a consistent approach (subject to relevant factors being equal related to the proposal, its location, current servicing levels etc) and equity in the manner in which contributions are required.

Key features of the draft policy

The draft policy proposes that many development applications (single house, sheds/outbuildings for domestic use etc.) will not be subject to requiring contributions unless there is a unique issue to address (for example, the site does not have access to a public constructed road). Development applications that are likely to require an appropriate contribution, to address off-site impacts/demands, include tourist development or an extractive industry located on an unsealed road.

Applications for boundary adjustments (where no additional titles are created) or amalgamations are typically not proposed to be subject to off-site contributions (unless the site does not have access to a constructed public road). Subdivision applications will be assessed on their merits including considering the number of additional lots being proposed, the location of the subdivision, existing infrastructure, services, and facilities, anticipated impacts/demands of the subdivision/associated development (including determining the existing volume of traffic compared to the anticipated increase etc.).

The draft policy focuses on “hard” infrastructure (roads, drainage, the provision of required land for public open space etc.) rather than “soft” infrastructure such as community and recreation facilities. It is highlighted that seeking appropriate developer contributions for hard infrastructure is consistent with established WAPC practice and policy.

Should the Council also seek to include soft infrastructure in the draft policy, it is highlighted that the Council will need to commit to funding and/or developing:

- a Community Infrastructure Plan (in accordance with *State Planning Policy 3.6*);
- a Capital Expenditure Plan;
- cost apportionment methodology; and
- an amendment to the *Shire of Nannup Local Planning Scheme No. 3*.

All of these matters will take considerable time and funding to address.

Given the above, it is suggested the draft policy should focus on hard infrastructure. This is an important matter requiring direction from Council.

Developer/subdivider perspectives

Developers/subdividers generally seek a consistent application of policy, do not want large costs imposed that were not anticipated at the time of acquiring the property (they seek as much certainty as possible), and typically view costs (including developer/subdivider contributions) on their impact on profit (for instance, the average cost per lot/unit including contributions compared to the likely financial return). Arguably, developers/subdividers may be more willing to accept the contribution if it results in a better standard of development/subdivision, assists to increase marketability through improved infrastructure, services or facilities, or which leads to increased value of the site etc.

Subject to the proposed developer/subdivider contribution being equitable for any proposal, it is suggested that the draft policy will not create overall impact on the viability for most developments/subdivisions proceeding in this municipality. Undoubtedly, there will be some developers/subdividers who consider the draft policy will make their project unviable. Some of these proposals may be in relatively isolated areas with either non-existent or sub-standard infrastructure, services and facilities, where substantial development/subdivision may be inappropriate due to various reasons including creating unsustainable demands on infrastructure, services and facilities.

Where developers/subdividers consider the policy will make their project unviable, the Council will need to consider the merits of the development/subdivision proposal, the reasons put forward by the proponent as to why the contribution

should not apply, anticipated impacts/demands of the proposal, and weigh-up ongoing Council financial sustainability and equity considerations.

The officer recommendation, if adopted, will enable the Council the opportunity to formally obtain the views of the development industry and related business sector on the draft policy.

Legal tests of planning conditions

Planning conditions which are imposed as a result of implementing Council's Local Planning Scheme and/or Council's Local Planning Policies, including the draft Developer and Subdivider Contributions Policy, are required to meet key legal tests of validity. In summary, a planning condition must:

- be imposed for a proper planning purpose (including matters set out in the *Planning and Development Act 2005* and Council's Local Planning Scheme) and whether the condition, in the particular circumstances of the case, fulfils the proper planning purpose;
- reasonably relate to the subject matter of the planning approval – the condition must have a “nexus” with the development/subdivision;
- be reasonable – including what the developer/subdivider is expected to realise from the development/subdivision and also consideration of public and private interests, the allocation of scarce resources, and the availability of infrastructure and services; and
- be final, precise, certain and enforceable.

Next steps

The draft policy is considered appropriate to be publicly advertised for community and stakeholder comment. Public advertising of the draft policy will assist to draw out comment from the community and stakeholders. It is proposed to consult widely for a six (6) week period by the Shire administration writing to and inviting comments from wide-ranging stakeholders and government agencies, placing public notices and details in local papers on multiple occasions, placing details on the Shire of Nannup website and information being available at the Shire office.

The goal of the draft policy is to encourage community and stakeholder debate and to seek the receipt of submissions. Following the close of the consultation period, the Council and the Shire administration will consider the submissions and determine whether the draft policy is suitable for final adoption or whether it should be modified. The objective is to finalise a policy which will assist to increase certainty for everyone with an interest in this issue and which will provide increased guidance to Council and the Shire administration in assessing development applications, providing recommendations to the WAPC on

subdivision applications and determining scheme amendment, structure plan or development guide plan requests.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005 and *Shire of Nannup Local Planning Scheme No. 3 (LPS3)*. Section 2.4 of LPS3 provides the ability to prepare, amend or rescind a Planning Policy.

POLICY IMPLICATIONS:

Local Planning Policies are non-statutory documents which provide guidance to assist the Council in its decision making. Accordingly, the Council is not bound by the policy but is required to have regard to the policy in determining planning applications.

Subject to Council's resolution, the Shire administration will publicly advertise the draft *Developer and Subdivider Contributions Local Planning Policy* inviting community and stakeholder comments.

FINANCIAL IMPLICATIONS:

Unless appropriate developer/subdivider contributions are sought, the Council will become less financially sustainable and it will place increased pressure to appropriately maintain existing levels of infrastructure, services and facilities (let alone deal with the issues of increased development, subdivision, population, impacts/demands on infrastructure, services and facilities etc). It is therefore suggested that contributions from developers/subdividers will become increasingly important in this municipality.

Should the Council not support a more comprehensive developer/subdivider contributions policy, it weakens the Shire administration being able to successfully negotiate appropriate outcomes of behalf of the local community. In-turn, not obtaining appropriate developer/subdivider contributions is expected to result in:

- sub-standard services, infrastructure and facilities that may also present increased safety issues;
- pressure for Council to meet associated costs which may be unbudgeted and do not feature in Council's Strategic Plan or Council's Plan for the Future;
- funding impacts on other Shire operational matters (which could impact the Shire undertaking its statutory requirements);
- leading to Council being less financially sustainable; and
- equity issues for the local community.

STRATEGIC IMPLICATIONS:

The policy, if adopted will assist:

- the decision-making of the Council, the Shire administration and other stakeholders;
- to promote Council financial sustainability;
- to inform developers/subdividers as to where contributions are required; and
- to raise community and stakeholder awareness regarding the funding of infrastructure, services and facilities.

Adoption of the policy is anticipated to result in wide ranging economic and community/social implications and some of these are outlined in this report and in the attached draft policy.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That Council:

1. Support the public release of draft *Local Planning Policy 20 – Developer and Subdivider Contributions*, outlined in Attachment 1, and require the draft policy to be publicly advertised in accordance with the requirements set out in the *Shire of Nannup Local Planning Scheme No. 3* for a period of six (6) weeks.
2. Will reconsider draft *Local Planning Policy 20 – Developer and Subdivider Contributions* following the close of the public submission period and will determine whether or not to adopt the policy with or without modifications.

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Policy Number:	LPP 020
Policy Type:	Local Planning Policy
Policy Name:	Developer and Subdivider Contributions
Policy Owner:	Chief Executive Officer

OBJECTIVES

The objectives of this Policy are to:

- enable Council to obtain contributions in the form of land, infrastructure works, monetary payment, or agreed in-kind contributions from developers/subdividers for the provision, extension or improvement of infrastructure, services or facilities. The contributions are required based on the expected impacts/demands of the development/subdivision, or are required in anticipation of the likely demands of the development/subdivision, or which will assist to facilitate such development/subdivision;
- assist, in part, to protect Council's assets and assist in achieving financial sustainability for the Council;
- assist, in part, the safety of drivers, pedestrians and cyclists to ensure they are not compromised as a result of proposals being implemented;
- assist, in part, the Council to maintain or where possible improve services, infrastructure and facilities as a consequence of the proposed development/subdivision and ensure that the local community and/or the Council are not burdened as a consequence of the development/subdivision;
- highlight the need for developers/subdividers to meet the costs of off-site impacts/demands that will be created as a result of their development/subdivision;
- consider the impacts and associated demands of the proposed development/subdivision on infrastructure, services and facilities (especially those managed by the Council) for all proposals;
- set out the criteria to be used in determining the amount a developer/subdivider must contribute to satisfy conditions of the development approval, subdivision approval or as a consequence of the scheme amendment, structure plan or development guide plan;
- seek an equitable outcome between proponents, other nearby/adjoining landowners, the community and the Council;
- provide increased certainty for developers/subdividers as to where contributions will be required, while recognising the need to provide an effective balance between

certainty and flexibility, given the need for the policy to address a wide number of variables (including site location and features, scale and intensity of the proposal, intended use, existing standard of infrastructure, services and facilities etc);

- promote a transparent process; and
- outline how monies that are collected will be held and the approach to expenditure by Council.

DEFINITIONS

Throughout this Policy, references to “developer/subdivider”, “development/subdivision” also relates to “scheme amendment, structure plan and development guide plan” requests where considered appropriate by Council, the term “developer” or “subdivider” can also imply “applicant”, “proposal” implies “development application”, “subdivision application” or “scheme amendment request”.

“Road” shall have the definition applied to it under the *Road Traffic Act 1974* which includes any highway, road or street open to, or used by, the public and includes every carriageway, footway, reservation, median strip and traffic island thereon.

POLICY

Application of the Policy

This Policy applies to the whole of the municipality where Council considers the development application, subdivision application or scheme amendment, structure plan or development guide plan request will create impacts on or demands for infrastructure, services or facilities.

Links to Local Planning Scheme and Other Documents

This Policy relates to various requirements set out in the *Planning and Development Act 2005*, the *Shire of Nannup Local Planning Scheme No. 3*, *State Planning Policy 3.6 Development Contributions for Infrastructure*, various WAPC policies and other Council policies.

Policy Provisions

1. General

Other than for minor proposals or as otherwise determined by the Council, the Council will require developers/subdividers to meet or contribute to off-site infrastructure, services and

facilities as a result of impacts and/or demands arising from their proposal. The Council may include a condition/s of a development approval, request a condition/s for a subdivision approval or negotiate an agreement (or similar) through a scheme amendment, structure plan or development guide plan request, a requirement for the provision of:

- land to be dedicated to the Council;
- infrastructure works;
- monetary payment (either a cash payment or other means acceptable to Council e.g. bank guarantee).

Unless otherwise stated, this Policy focuses on off-site contributions.

Unless otherwise agreed to by Council, all on-site works and costs associated with implementing the development/subdivision are to be met by the proponent including the provision and/or upgrading of infrastructure/services and where relevant facilities. This includes meeting the requirements of the Council, the WAPC and the relevant servicing authority to provide necessary infrastructure, services and facilities. Standard on-site works and requirements include, relevant to the proposal (such as intensity of development, proposed number of lots, intended use, site location, site features etc.), the following:

- internal roads, pathways, drainage etc;
- connection to reticulated water;
- connection to reticulated sewerage;
- connection to a suitable power supply;
- provision of public open space (for urban and rural living subdivisions);
- car parking (including cash-in-lieu arrangements) – this is addressed in the Council's Local Planning Scheme, other Council policies, and the *Residential Design Codes of Western Australia*; and
- landscaping – this is addressed in the Council's Local Planning Scheme, other Council Local Planning Policies, and the *Residential Design Codes of Western Australia*.

The responsibilities of a developer/subdivider to meet on-site requirements does not negate their obligations towards meeting off-site contributions as outlined in this policy, other Council policies, and/or in accordance with WAPC policies.

In assessing proposals and possible contributions (such as road upgrading), the Council will consider natural environmental assets and associated impacts.

2. Assessment Considerations

The Council will determine whether a contribution is required and if it is, the contribution type and amount by considering matters including:

- the provisions of the *Planning and Development Act*, Council's Local Planning Scheme, other Local Planning Policies, and WAPC policies;
- the objectives of this Policy;
- the proposed use, size and intensity of the development/subdivision;
- the nature of the development/subdivision and the effect of the development/subdivision on the surroundings;
- the site's location;
- the availability and standard of existing infrastructure, services and facilities in the area;
- the expected impact and/or demands created by the proposed development/subdivision including implications of the proposal on the local community and the Council;
- whether the existing infrastructure, services or facilities have appropriate capacity to handle the additional impacts created by the proposal and whether the proposal will create safety and/or maintenance concerns;
- the extent to which the contributions provide for infrastructure, services and facilities, which are reasonably required to meet the needs of the development/subdivision. This includes whether the contribution will address, in full or in part, the impacts/demands of the development/subdivision;
- the "nexus" between the proposed development/subdivision and the associated off-site impacts and demands;
- whether there is realistic scope for cost-sharing, in the opinion of Council, with adjoining/nearby landowners within a time period that relates to the need to address the impacts/demands of the proposal. To assess the potential for possible cost-sharing, the Council will consider development/subdivision potential outlined in its endorsed Local Planning Strategy and/or gazetted Local Planning Scheme. Should Council support a cost-sharing approach, the costs may be apportioned based on the anticipated impact (such as traffic generated from each site), lot yield, proportion of the catchment area, or other agreed approach;
- the likelihood that the Council will upgrade the existing infrastructure, services and facilities within the foreseeable future irrespective of the development/subdivision occurring;
- whether the contribution will benefit the broader local community and to what degree;
- estimating the proportional cost of the required works/meeting the necessary standard, compared to existing standards and levels of impacts/demands and, where relevant, determining the realistic potential for new development/subdivision in the

- area/catchment as determined by Council and its associated impacts/demands;
- the classification of the infrastructure, service or facility in the Council's Strategic Plan, other adopted plans/strategies or asset hierarchy;
 - the extent to which there are additional abnormal costs associated with the development/subdivision as determined by Council;
 - the scale of the contributions, including where appropriate, economic viability of the development/subdivision in the opinion of Council;
 - other relevant Council and WAPC policies; and
 - written justification put forward by the proponent and/or the proponent's consultant/s.

3. Proposals Typically Requiring Contributions

Contributions will be typically sought by Council for development applications, including those that propose:

- retail, commercial, office and industrial development;
- leisure and/or recreational development;
- educational/training establishments;
- tourist developments and/or holiday accommodation;
- home occupation and industry-cottage;
- industry - extractive and/or mining;
- industry - rural;
- timber plantations;
- group dwellings, second dwellings and aged care developments; and
- other applications determined by Council to create off-site impacts and/or demands for infrastructure, services and facilities.

The Council will seek the support of the WAPC to impose appropriate contribution conditions on subdivision approvals that:

- create additional traffic generation onto unsealed roads managed by Council;
- create significant additional traffic generation onto sealed roads where safety and/or capacity issues are anticipated;
- propose access from an unconstructed road;
- propose or have the ability to access a constructed or unconstructed laneway/right-of-way which is managed by Council;
- create the need for footpaths/dual use paths based on considerations including safety and convenience;
- can not dispose/retain stormwater on the subdivision site;
- create the need for public open space; and

- create the need for community purpose sites and other public facilities.

The Council will typically require contributions for scheme amendment, structure plan and development guide plan requests that propose tourist development outside townsites, residential developments that involve “leapfrogging” development (in the opinion of Council), special rural/rural residential, rural small holding, and rural living proposals.

4. Proposals typically not requiring Contributions

Unless otherwise outlined in this Policy, the Council will not seek a contribution for development applications that propose:

- internal changes that do not add to floor space and/or increase the intensity of the use;
- a single house;
- additions to a single house;
- ancillary accommodation where the applicant can demonstrate that traffic volumes for the proposed development will not increase above the existing level of development for the development site;
- non-commercial and non-industrial sheds/outbuildings;
- aquaculture (for non-tourist developments); and
- telecommunication and infrastructure benefiting the public in the opinion of the Council.

The Council will generally not seek a contribution for applications to amalgamate land or where a boundary adjustment is proposed (where no additional lots are proposed). The exceptional circumstances to this are outlined in this Policy e.g. addressing land-locked blocks.

Unless provided for in Council's Local Planning Scheme or an endorsed structure plan, or appropriately justified under exceptional circumstances, the Council will not impose planning conditions requiring off-site contributions for the benefit of “third parties” (including State Government agencies and servicing authorities).

5. Types of Contributions

Standard off-site contributions, where relevant to the proposal, include:

- road upgrading (includes widening and reinstatement);
- laneway/right of way upgrading;

- sealing crossovers (subject to other Council policies on car parking/access);
- footpaths/dual use paths; and
- drainage.

For development/subdivision that has more substantive off-site effects, in the opinion of the Council, contributions may include:

- road construction;
- vehicle slip/turning lanes;
- intersection upgrading;
- bush fire protection;
- community purpose sites and other public facilities; and
- other infrastructure, services or facilities required in the opinion of the Council.

6. Development Contribution Plans

The Council will develop, as appropriate, Development Contribution Plans for relevant infrastructure, services or facilities subject to inclusion in Council's Local Planning Scheme and in accordance with WAPC policy. The Development Contribution Plans will establish principles and/or costs for designated areas/catchments where cost-sharing applies to a number of developers/subdividers. The Development Contribution Plans may set a standard rate with costs to be reviewed based on the Consumer Price Index, a review of actual costs and estimates of anticipated costs.

7. Roads

Overview on Roads

Developments/subdivisions are required to be served by appropriate legal and practical vehicular access which meets the Council's standards. The Council seeks to ensure that the standard and safety of Council managed roads are appropriate to meet the impacts and demands of the proposed development/subdivision.

For the purposes of this Policy, the approach to developer/subdivider contributions relating to roads also include laneways and right-of-ways managed by the Council.

The Council will require a developer/subdivider to make an appropriate contribution, in the opinion of Council, where a development, subdivision, or scheme amendment or structure plan request is considered to cause or contribute to the requirement for the road/s to be upgraded/constructed whether immediately or in the foreseeable future.

The roads considered for contributions are those onto which a development/subdivision fronts (has practical and legal vehicular access) and other public roads impacted by the development/subdivision as determined by the Council. The contribution may be for design, gaining necessary third-party approvals, clearing and removing vegetation, upgrading, widening, reinstatement, kerbing, draining, sealing, constructing and lighting a road.

On-site works are the landowner/proponent's responsibility. This includes that internal subdivision roads are to be constructed, at the cost of the subdivider, to the satisfaction of the Council and the WAPC.

Specific Assessment Considerations for Roads

Council will determine the need for developers/subdividers to contribute to upgrading and/or constructing existing Council managed roads (both sealed and unsealed) through considering the following:

- the objectives of this policy;
- the assessment considerations set out in this policy;
- sections of this policy relating to which proposals typically require or do not require contributions;
- whether the existing road is either substandard or inadequate to accommodate the additional traffic generated and impact from the proposed development/subdivision;
- an evaluation of the existing standard of the road (along with determining average vehicle numbers per day), compared to the expected impacts of the proposed development/subdivision and implications for the road;
- an assessment of the total development/subdivision potential for the area/catchment as outlined in the Council's endorsed Local Planning Strategy and/or gazetted Local Planning Scheme and implications for the relevant road/s;
- the classification of the road in the road hierarchy;
- the cost of the required work and the amount of contribution monies collected from developer/subdivider contributions;
- budget provision from Council or other sources;
- consistency with the Council's road maintenance/construction programme; and
- the need and timing to gain environmental and other approvals.

In particular, the Council will apply the following formulae:

Determine traffic impacts (volumes and type) of	Shire identified level of	
Developer/Su	application	service for road (based = \$

Subdivider contribution for road upgrading etc. = $\frac{\text{Existing traffic volumes on road + projected traffic impacts of other development accessing road (within 5 years) based on development potential in Local Planning Scheme/Local Planning Strategy}}{\text{on traffic volumes, type of traffic, safety etc) and associated costs to meet this standard}} \times \text{contribution paid by developer/subdivider}$

The Council will not seek a contribution for applications to amalgamate land or where a boundary adjustment is proposed (and no additional lots are proposed) unless access to the lot/s are reliant on an unconstructed road or the lot does not have access to a public gazetted road.

Upgrading existing roads

Existing roads shall be required to be reconstructed and/or upgraded as a condition of development/subdivision, where the Council considers that the development/subdivision should not proceed unless the reconstruction or upgrading occurs.

The Council may impose a condition requiring the developer to enter into satisfactory arrangements with the Shire for the reconstruction/upgrading of the relevant road/s. The responsibility for the design and construction of the works is generally the responsibility of the developer.

The developer must undertake either of the following to allow the development/subdivision to proceed:

- carry out the works to the satisfaction of the Council; or
- contribute to the cost of the works by either cash payment or other means acceptable to the Council (e.g. bank guarantee).

Truncations

In order to ensure that sight distances at street junctions are adequate, the Council may request the WAPC impose a condition requiring that a suitable truncation be ceded free of cost from corner blocks. Such truncations refer to a line joining the points equidistant from the intersection of the street reserve boundaries.

Road Widening

The Council, in determining road widening requirements (including truncations) for

development applications, may impose a condition requiring land for road widening to be ceded free of cost to the Council where:

- the development will result in additional traffic movements, including those by vehicles that may require special access considerations that give rise to the need to widen the road; and/or
- where the development increases the potential for increased turning movements to and from the development site.

The Council will determine road widening requirements for subdivision applications in accordance with WAPC policy and the anticipated impacts arising from the proposal.

Reinstating Roads

The Council will require contributions from developers proposing extractive industries, tree plantations and other developments that are either typically shorter term and/or have periods of intensive traffic generation and impacts, as considered appropriate by the Council. This is to ensure that Council managed roads are in a condition post-development that is at least the same condition as pre-development as determined by the Council. To achieve this, development conditions will include a system of notification, inspection and post-development repair of the roads to the satisfaction of the Council.

Unconstructed Public Roads and Lots Without Access to a Public Gazetted Road

The Council considers it has no legal obligation to provide existing lots with practical vehicular access via unconstructed and typically vegetated public road reserves that are the responsibility of the Council. Additionally, the Council considers it has no legal obligation to provide legal access to lots that do not have access to a gazetted public road, or to obtain access via a public or private road not vested in the Shire of Nannup such as a road managed by the Department for Environment and Conservation.

The Council will assess development applications that propose vehicular access from an unconstructed public roads and lots without access to a public gazetted road on their merits and may or may not approve the application. The Council may:

- request that environmental and/or heritage assessments be undertaken and approvals obtained;
- require the applicant to appropriately address issues raised by the proposal prior to determining the application including outlining how practical and legal vehicular access will be obtained; or

- grant approval with a condition/s requiring the developer to secure necessary legal agreements and/or undertake necessary works; or
- refuse the application due to environmental impacts, cost of infrastructure upgrade or other impacts in the opinion of Council.

In considering subdivision applications that propose access only via an unconstructed public road, under the responsibility of the Council, and lots without access to a public gazetted road, the Council will determine these applications on their merits. The Council may or may not support the application and in giving advice to the WAPC, the Council may:

- request that a requirement for other appropriate legal arrangements be made for permanent vehicular access to the satisfaction of the Council and the WAPC; or
- recommend support subject to a condition requiring the applicant to make a monetary payment to meet all or part of the cost of constructing the road and/or securing appropriate practical vehicular access; or
- recommend that the application be refused until necessary approvals, including environmental clearances, have been obtained.

If the unconstructed road is not on the Council's road construction programme, any determination of a development application, or advice to the WAPC on a subdivision application, will not bind the Council into "fast tracking" the inclusion of the unconstructed road on future road construction programmes.

The Council recommends that prospective purchasers of land should take account of this policy when contemplating the purchase of land that does not front a constructed public road and/or has no gazetted public road access.

Partnerships and Possible Council Contribution

The Council may contribute up to a maximum of 50% towards the cost of upgrading an existing constructed road where such upgrading is considered by the Council to be in the interests of the community and its road construction programme.

A partnership approach may be applied between the proponent/s and the Council for financing the necessary road upgrading/construction and associated requirements. Any contribution will have regard to matters including:

- this Policy, including determining the proportion of costs that the proponent will need to contribute based on considerations including the level of existing traffic/impact compared to anticipated future traffic/impact generated by the proposal;

- the existing and other potential users of the road and whether the Council contribution is in the interests of the community;
- the standard to which the road is to be constructed;
- the total cost of the upgrading; and
- the Council's road construction programme.

The Council may contribute, subject to budgetary constraints and Council commitments, up to 50% of the cost of constructing, priming, subsequent sealing and draining of appropriate lengths of previous unsealed roads adjacent to a development/subdivision site, if that developer/subdivider, or adjoining landowner, is also prepared to contribute up to 50% of the cost of the work. The Council shall not be bound to contribute to the upgrading of a road.

Significant proposals

For significant proposals or proposals likely to create off-site impacts/demands, the proponent should submit details, with their application/request, from a suitably qualified practitioner relating to road access. For instance, this may include an assessment of existing road conditions, expected traffic generation, expected impacts and proposed remediation/contribution measures through a Traffic Impact Study.

Where there is concern about potential traffic generation, the Council may require the submission of a Traffic Impact Study to provide a technical assessment of the impact of the development/subdivision. The study should also set out the basis for recommending controls to ensure that the new development/subdivision will not have an adverse impact on the safety or functioning of the surrounding road system.

Road hierarchy

A road hierarchy can be adopted which designates the classification of roads within the municipality. The proposed road hierarchy is based on *Liveable Neighbourhoods*, other WAPC policies and *Local Government Guidelines for Subdivisional Development*. The road hierarchy will incorporate traffic volume and design characteristics which have implications on priority roads for funding/maintenance and the construction standards. Some roads have multiple classifications due to varying road functions on different parts of the road.

Design and construction standards

The Council's design and construction standards for roads and associated stormwater management are set out in *Local Planning Policy 17 Subdivisional Development Guidelines*. This accounts for the road hierarchy and references *Local Government Guidelines for*

Subdivisional Development and Australian standards. Unless otherwise agreed to by the Council, road upgrading and/or construction are to be consistent with *Local Planning Policy 17*.

The design and construction standards will be periodically reviewed to account for changing technical requirements and community expectations.

Other than for minor proposals or as otherwise determined by Council, the Council will require developers to meet or contribute to road upgrading as a result of impacts and/or demands arising from their proposal. The Council may include a condition/s of a development approval, request a condition/s for a subdivision approval or negotiate an agreement (or similar) through a scheme amendment, structure plan or development guide plan request, a requirement for the provision of:

- land to be dedicated to the Council;
- infrastructure works;
- monetary payment (cash payment or other means acceptable to Council e.g. bank guarantee).

The developer shall contribute towards upgrading of roads (especially accessing non sealed roads), constructing unmade roads and constructing new roads. Such contribution includes:

- newly created lots shall be provided with a constructed road at the subdivider's cost to the specification and satisfaction of the Council;
- the Council may require roads in the immediate locality linking the subdivided land to the existing road network to be upgraded at the developer's cost to the specification and satisfaction of the Council; and
- where a developer is responsible for upgrading and/or constructing new roads under point 1 above, this does not negate their obligation under point 2 above to contribute towards upgrading existing roads in the immediate locality.

Where a secondary street exists, the Council reserves the right to seek a contribution for the secondary street in addition to the primary street frontage, however the Council will take into account traffic movements and existing vehicular access/site entry.

In assessing proposals and possible contributions, the Council will consider natural environmental assets and associated impacts.

Legal and practical vehicular access

Developments/subdivisions are required to be served by appropriate legal and practical vehicular access which meets the Council's standards. The Council seeks to ensure that the standard and safety of Council managed roads are appropriate to meet the impacts and demands of the proposed development/subdivision.

Where it is considered that the road is required to be upgraded as a direct result of the development/subdivision, the Council may refuse the application on the grounds that the development has inadequate practical and legal access (unless the proponent agrees to pay the total cost of this upgrading).

8. Laneways/Right of Ways

The Council may require contributions for development/subdivision applications that propose or have the ability to access an existing Shire managed laneway and/or right of way. The assessment will be based on matters set out in section 7 of this Policy.

The contribution will be used, as considered appropriate by the Council, for design, drainage, widening, sealing, lighting etc.

9. Crossovers

Crossovers are to be constructed by the developer/subdivider in accordance with Council's Local Planning Policy No. 003 and 013.

Where crossovers are proposed as part of a "non-domestic" proposal, in the opinion of Council, the developer will be required to bear the full cost of the constructing and draining the crossover to the satisfaction of the Council. The Council will contribute up to 50% of the cost of a standard residential crossover.

Maintenance of crossovers is the on-going responsibility of the land owner.

10. Footpaths and Dual Use Paths

The Council may require developers/subdividers to make an appropriate contribution for off-site footpaths and dual use paths (reconstruct and/or construct). If deemed necessary by the Council, the developer/subdivider is required to provide a footpath/dual use path adjoining and/or not adjoining the proposal site in order to provide safe and convenient pedestrian and cyclist connections to existing footpaths/dual use paths.

The requirement to upgrade and/or provide new footpaths/dual use paths are as follows:

- by developers on the frontage of the development site where the Council considers the development will warrant this, as determined by predicted pedestrian and/or cycle movement, which will be in conflict with existing or estimated traffic volumes/types;
- by developers for relevant off-site works in the opinion of the Council where in addition to the above point, the path is required as a link for convenience and/or safety;
- by subdividers within urban and rural residential/rural living subdivisions; and
- by subdividers for off-site works, for urban, rural residential/rural living and tourist subdivision, where the site is not connected to the existing public footpath/dual use path system and where the Council considers the path is required as a link for convenience and/or safety.

There may be opportunities for cost-sharing with the proponent financially contributing in partnership with other landowners and/or with the Council.

11. Drainage

The Council requires appropriate stormwater management and treatment for the proposed subdivision/development that satisfactorily addresses stormwater control and meets appropriate environmental standards in the opinion of the Council. Where possible and practical, stormwater will need to be appropriately detained and treated on the proposal site.

New developments/subdivisions draining to an existing Council drainage system, or requiring an off-site drainage requirement, may attract a drainage contribution unless the proponent's suitably qualified professional submits a design, which is approved by the Council, for the installation of appropriate disposal/retention systems is carried out for full on site disposal/retention in the opinion of the Council.

New developments/subdivisions are to be provided with a comprehensive drainage system and where that system contributes to an impact on downstream drainage (includes issues of water quantity and/or water quality), the developer/subdivider is responsible for the necessary provision and/or upgrade.

Where possible, the Council will encourage cost sharing between adjoining developers/subdividers and landowners.

12. Bush Fire Management

The Council will require contributions from developers/subdividers where required as a

consequence of assessment against the State Government's *Planning for Bush Fire Protection* guideline document (or relevant updates) and other relevant Council Local Planning Policies.

13. Public Open Space

The Council will seek public open space (POS) provision and/or a cash-in-lieu payment for POS for relevant subdivisions in accordance with WAPC policy.

In determining the need for POS and its associated function and location, the Council will take into consideration factors including:

- proposed land use;
- lot sizes and number of lots proposed;
- location of subdivision in relation to existing POS areas;
- environmental and landscape considerations;
- safety including from traffic and promoting surveillance;
- convenience and accessibility;
- appropriately sized to accommodate the intended use;
- consist of highly usable land for the intended recreational purpose;
- on-going management/maintenance;
- Council's Recreation Plan; and
- other matters determined relevant by Council.

The Council does not support the creation of POS which has no practical use or value and/or where the proposed POS duplicates existing nearby POS. In these situations, the Council will seek a cash-in-lieu payment.

14. Community Purpose and Other Public Purpose Sites

The Council may seek community purpose and other relevant public purpose sites and/or a cash-in-lieu payment for relevant subdivisions in accordance with WAPC policy.

The Council may require, in some instances, require monetary payment and/or land contributions for community halls/meeting rooms, fire sheds, and health care centres etc. This will be determined on a case by case situation by the Council including considering issues such as the size of the development area, the expected number of lots and associated future population. This form of contribution is most likely to be required for a large subdivision and/or where multiple landowners within an area have a realistic potential for subdivision in the opinion of the Council.

Community purpose sites and other public purpose sites are typically required to be given up

free-of-cost to the Council. If land is given up free of cost, it is generally a component of the 10% POS requirement. The Council will seek to ensure the community purpose or other public purpose site is ceded early in the subdivision process to increase certainty for all stakeholders. Unless otherwise determined by the Council or agreed to by the proponent, the Council will be responsible for constructing the community or other public purpose facility at a future date which is consistent with its budgetary commitments and an assessment of the demands of residents.

15. Other Infrastructure, Services and Facilities

The Council will assess, on its merits, the need for developer/subdivider contributions for other infrastructure, services and facilities not outlined in this Policy through having regard to considerations including:

- the objectives set out in this Policy;
- the assessment considerations set out in this Policy; and
- sections of this Policy relating to which proposals typically require or do not require contributions.

ADMINISTRATION

1. Matters to be Addressed prior to Formally Lodging the Proposal

Proponents are encouraged to discuss possible contribution implications for their proposal with the Shire administration early on in the planning process and prior to the formal lodgement of the application/request. This especially applies for relevant proposals anticipated to require a contribution outlined in this policy, or where the proposal, if implemented, is likely to create off-site impacts and demands.

2. Details Provided with the Proposal

The Council recommends that proponents submit appropriate details with their application/request relating to:

- how the site will be effectively serviced;
- their proposal's impact and demands on services, infrastructure and facilities;
- what commitments are intended to be met by the proponent to address off-site impacts/demands arising from the proposal; and
- address the requirements of this Policy.

Details submitted by the proponent may also include:

- appropriate written justification as to why this Policy should not apply to their proposal or outline other recommended ways in which equitable contributions can be obtained;
- why compliance with the provisions relating to the contribution would be unreasonable or unnecessary in the circumstances of the case including demonstrating why a precedent will not be created.

For significant proposals or proposals likely to create off-site impacts/demands, the proponent should submit details, with their application/request, from a suitably qualified practitioner relating to relevant infrastructure, services and facilities and address the requirements of this Policy. For instance, this may include an assessment of existing road conditions, expected traffic generation, expected impacts and proposed remediation/contribution measures through a Traffic Impact Study.

3. Assessing the Proposal

The Council may refuse a development application or recommend refusal to the WAPC for a subdivision application if:

- Council is of the view that the proposal will create considerable off-site impacts/demands and the applicant is not proposing to suitably address these off-site impacts/demands; and
- necessary contributions are likely to render the proposal unviable in the opinion of Council.

The Council will seek the support of the WAPC to impose appropriate contribution conditions on subdivision approvals. Typically, should the WAPC impose a condition/s relating to contributions, negotiation is undertaken once a conditional subdivision approval has been issued by the WAPC. Negotiations regarding the scope of the contribution and what is required to clear the necessary condition/s will be undertaken by the Shire administration, with matters and amounts in dispute to be referred to Council for determination (provided the subdivider puts this in writing).

In the case of scheme amendment requests, the Council may not agree to initiate (adopt) a scheme amendment until it is satisfied that the proponent provides written support to address appropriate off-site contributions and/or prepares a Development Contribution Plan to the satisfaction of Council.

4. Timing of Payment, Works and Ceding Land

Contributions, which are required as a condition of the development approval, are required to be met in accordance with the approval. Generally, the Council will require the monetary payment to be paid in full or bonded to the full amount prior to the commencement of site works. Where associated infrastructure works are required as a condition of development approval, the requirement is typically to finalise the works to the satisfaction of Council prior to occupation especially for developments that will be available to the public. Where development is for “domestic” use only (in the opinion of Council), the development approval may require associated infrastructure works to be completed within two years or within the time period of the development approval.

Where the proponent is proposing to undertake infrastructure works, the proponent is to appoint a suitably qualified practitioner to prepare appropriate construction design plans which are to be submitted to the Shire administration for approval. If the construction design plans are approved by the Shire administration, the developer/subdivider is to carry out the works to the satisfaction of the Council in accordance with the development approval or prior to clearance of the Deposited Plan.

The clearance of a development condition will be by completion of the necessary work and/or appropriate payment and/or ceding of land to the satisfaction of the Council. Bonding will not be accepted where works are considered necessary to the function or safety of the development/subdivision and/or existing public/private infrastructure.

The Council may accept, in exceptional circumstances for development approvals, a deferred or periodic payment of a contribution by the developer, or any other person entitled to act upon the relevant consent. This will be subject to a developer satisfying the Council that the non-compliance will not prejudice the timing or the manner of the provision of the infrastructure, service or facility for which the contribution is required. The decision to accept a deferred or periodic payment is at the sole discretion of the Council.

The provision of land, infrastructure/works and/or monetary contributions associated with a condition of a subdivision approval are required to be met prior to the clearance of the approved Deposited Plan to the satisfaction of the Council and the WAPC.

Unless otherwise set out in a scheme provision, a legal agreement or agreed to by Council, the contribution amount is determined at the date of the requested clearance of the development/subdivision condition and not when the conditional development/subdivision approval was issued.

5. In Kind Contributions

The Council may accept an offer by the developer/subdivider to make a contribution by way of an “in kind” contribution or a material public benefit.

The Council may accept the offer of an in kind contribution if the developer/subdivider, or any other person entitled to act upon the relevant consent, satisfies Council that:

- the in kind contribution will not prejudice the timing in the manner of provision of the infrastructure, service or facility for which the contribution was required; and
- the value of the works to be undertaken is at least equal to the value of the contribution assessed in accordance with this Policy.

6. Holding the Funds

All monetary payments made under this policy by developers/subdividers shall be paid into a relevant Council account with monies to be used to upgrade, extend or provide infrastructure, services and facilities in the vicinity of the land subject to the contribution in the opinion of the Council.

The requirement for the contribution shall still be applied whether or not the Council proposes to, or carries out the upgrading/provision of the infrastructure, service or facility in the same financial year as the development/subdivision is proposed or the monies are paid. The monetary payments which are acquired by the Council are to be set aside for the purpose for which the contribution is paid.

The Council shall expend the funds when sufficient funds are available for an appropriate amount of work to be undertaken in the opinion of the Council. Generally, the monies collected should be spent by Council within 3 years of collection in the vicinity of the site where the contribution was collected in the opinion of the Council. Monetary payment received for a development/subdivision will not necessarily be spent, for instance, on the section of road immediately fronting the proposal site, but will be typically spent nearby where there is the greatest need for upgrading. At all times, the acquired funds will be used, for instance, for the upgrading of a road that relates/services the relevant development/subdivision where the funds were acquired.

The Council must keep a record of monies paid and place these in a restricted account and the Council is to allocate any expenditure from this account. Where works are not carried out within 5 years of collection, the Council is to write to the developer/subdivider and provide reasons and an expected timeframe for undertaking the works.

7. Review Contribution Amounts

The Council will review contribution amounts periodically by re-estimating current rates in relation to matters such as the Consumer Price Index, the *BTCE Road Construction and Maintenance Index* (prepared by the Commonwealth Department of Transport and Regional Services - this measures the movement in prices of inputs used in road works including materials, equipment, fuel and labour), a review of actual costs and estimates of anticipated costs.

The financial contribution is based upon an amount equal to the Shire’s estimated cost to undertake the works at the date of clearance of the road upgrading/construction condition by the local government. Alternatively, the developer may wait until the Shire is able to construct or upgrade the road before proceeding with the development/subdivision.

Provision exists in the *Planning and Development Act* to enable a subdivider to claim a portion of the cost of providing an existing road from subsequent subdividers that abut the road. This is providing the subsequent subdividers have not already contributed to the cost of providing the road.

Related Policies:	
Related Procedures/Documents:	
Delegation Level:	CEO, Manager Infrastructure, Building Surveyor
Adopted:	
Reviewed:	

AGENDA NUMBER:11.5

SUBJECT: Acceptance of Crime Prevention Grant

LOCATION/ADDRESS: N/A

NAME OF APPLICANT: N/A

FILE REFERENCE:FNC 6J

AUTHOR: Kerrie Yabsley – Youth and Events Officer

REPORTING OFFICER: Robert Jennings – Chief Executive Officer

DISCLOSURE OF INTEREST: None

DATE OF REPORT: 18 February 2013

Attachment 1: Letter of offer from Strategic Crime Prevention Division

BACKGROUND:

Funding acknowledgement has been received of \$9030 from the Community Crime Prevention Fund. As this funding is over \$5,000, Council is required to accept the funding as per Council policy FNC 6.

The grant funding is to run two youth camps. The first is aimed at young men and is to assist in offering male mentoring and leadership skills. The second is aimed at both sexes and aims to offer leadership skills and confidence both individually and within a group.

COMMENT:

The first camp has been designed to include around 5 days of walking and camping on the Cape to Cape walking track and is suited to boys ranging in age from 12 to 15 years. This camp aims to build social cohesion and offer male role modelling or mentoring. This male role modelling is important in this particular age group of young men.

The second camp will offer a similar experience in the way of activities to allow those who participated in the first camp a chance to follow up on skills recently learnt or demonstrate leadership attributes offered in the first camp. It also allows young women a chance to participate.

Funded activities will include:

- Abseiling and rock climbing
- Facilitators
- Art therapy workshops

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- Surf lessons
- Workshop at the Wardan Aboriginal Center

There looks to be no additional shire contribution required to this grant outside of the current budgeted funding for the Youth Officer and youth activities.

Due to the time constraints to submit the agreement, a letter was sent to the Strategic Crime Prevention Division advising that it will be recommended to Council to be endorsed at this meeting.

STATUTORY ENVIRONMENT: None.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS: None.

STRATEGIC IMPLICATIONS:

Male Mentoring has been Identified in the proposed Youth Strategic Plan, which is currently being written.

VOTING REQUIREMENTS: Simple majority.

RECOMMENDATION:

That Council accept the funding of \$9030 from the Crime Prevention Fund to undertake the proposed youth camps.



SHIRE OF NANNUP	
RECEIVED	
Ref: FNC6	No. 2013/45
29 JAN 2013	
CEO MCS WM MDS	AO EO CDO CR:
LIB PUB	FIMO YO FO

WESTERN AUSTRALIA POLICE

**STRATEGIC CRIME PREVENTION DIVISION
JUDICIAL SERVICES**

POLICE HEADQUARTERS

3 rd FLOOR

2 ADELAIDE TERRACE, EAST PERTH

WESTERN AUSTRALIA 6004

TELEPHONE : (08) 9222 7300

FACSIMILE : (08) 9222 1698

Your Ref: KerrieYabsley
Our Ref: CCPF461213
Enquiries: 9222 1423

Mr Robert Jennings
Chief Executive Officer
Shire of Nannup
15 Adam Street
NANNUP WA 6275

Dear Mr Jennings

OFFER OF GRANT: \$9,030
PROJECT NAME: Stamp Out Camp Out
GRANT TERM: February 2013 to May 2013

I am pleased to offer my congratulations and advise that a *Community Crime Prevention Fund* grant of \$9,030 has been approved for the above project, subject to the *Terms and Conditions* attached to this letter.

Your Obligations

By accepting this offer of grant, you are agreeing to implement the project, as specified in the application form, this letter and the attached Service Specifications.

I would like to draw your attention to Items 11 and 12 of the *Terms and Conditions*, which outline the requirements for financial acquittal and project evaluation. It is important that you ensure processes are put in place before the project begins, to enable the collection of information and data to support/measure your expected outcomes. A copy of the financial acquittal and evaluation templates are enclosed.

The Service Specification form attached will assist your organisation to fulfil its project and financial reporting obligations. This information will be used by the Strategic Crime Prevention Division to establish 'best practice' models that aim to identify evidence-based strategies to maximise the investment of crime prevention funds.

I would also like to remind you that this grant is conditional on criminal record checks being conducted for any individual involved in working with children and young people (Items 19 and 20 of the *Terms and Conditions*).

Acceptance of Offer

If you wish to accept this Letter of Agreement, please return the original signed *Acceptance Form and Terms and Conditions*, along with a tax invoice for \$9,030 plus 10% GST by **8 February 2013**.

Should you require further clarification on any matter relating to this Offer of Grant, please call Carolyn Brooks, Senior Grants Officer on 9222 1423.

Yours sincerely



BRAD SORRELL
SUPERINTENDENT
STRATEGIC CRIME PREVENTION DIVISION

Date *21/01/13*

enc.

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.6
SUBJECT:	Recreation Centre Upgrade
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	REC 2a
AUTHOR:	Louise Stokes- Community Development Officer
REPORTING OFFICER:	Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	8 February 2013

Attachment 1: Recreation Centre Plans

BACKGROUND

At the August 2012 meeting, it was resolved:

1. *That the CSRFF grant application of Stage 1, Option 3 be submitted by Council to the Department of Sport and Recreation.*

Correspondence has been received announcing that this application was successful in receiving funding of \$660,000 over two financial years. As this funding is over \$5,000, Council is required to accept the funding in accordance with policy FNC6.

COMMENT

Since this funding application was submitted, in consultation with the community and the Nannup Sport & Recreation Association, further architectural design and planning has been undertaken. The floor area of the stage 1 proposal is reduced and whilst there is still a separate building as approved by Council, the new building is more closely integrated to the main recreation centre. The design also provides for a Youth Space and possible Creche use.

The revised draft plans have been presented to the Nannup Sport and Recreation Association for comment and were verbally supported.

The preliminary estimated cost of stage 1 construction is now \$2.9 million, which is \$262,640 over budget. The Chief Executive Officer is currently working with the Architect to revise the quantity estimates.

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The current status of funding confirmation is:

Organisation	Budget for Option 3a (\$)	Confirmed
Royalties for Regions CLGF 2010/11	205,490	Yes
Royalties for Regions CLGF 2011/12	140,000	Yes
Nannup Sports Association	170,000	Yes
Shire of Nannup Reserve	791,870	Yes
Lotterywest	80,000	No
DSR CSRFF grant	660,000	Yes
Corporate sponsorship	250,000	No
Community fundraising	240,000	No
Shire of Nannup Council budget 2013/14	100,000	Yes
Total	2,637,260	

STATUTORY ENVIRONMENT: None.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS: None.

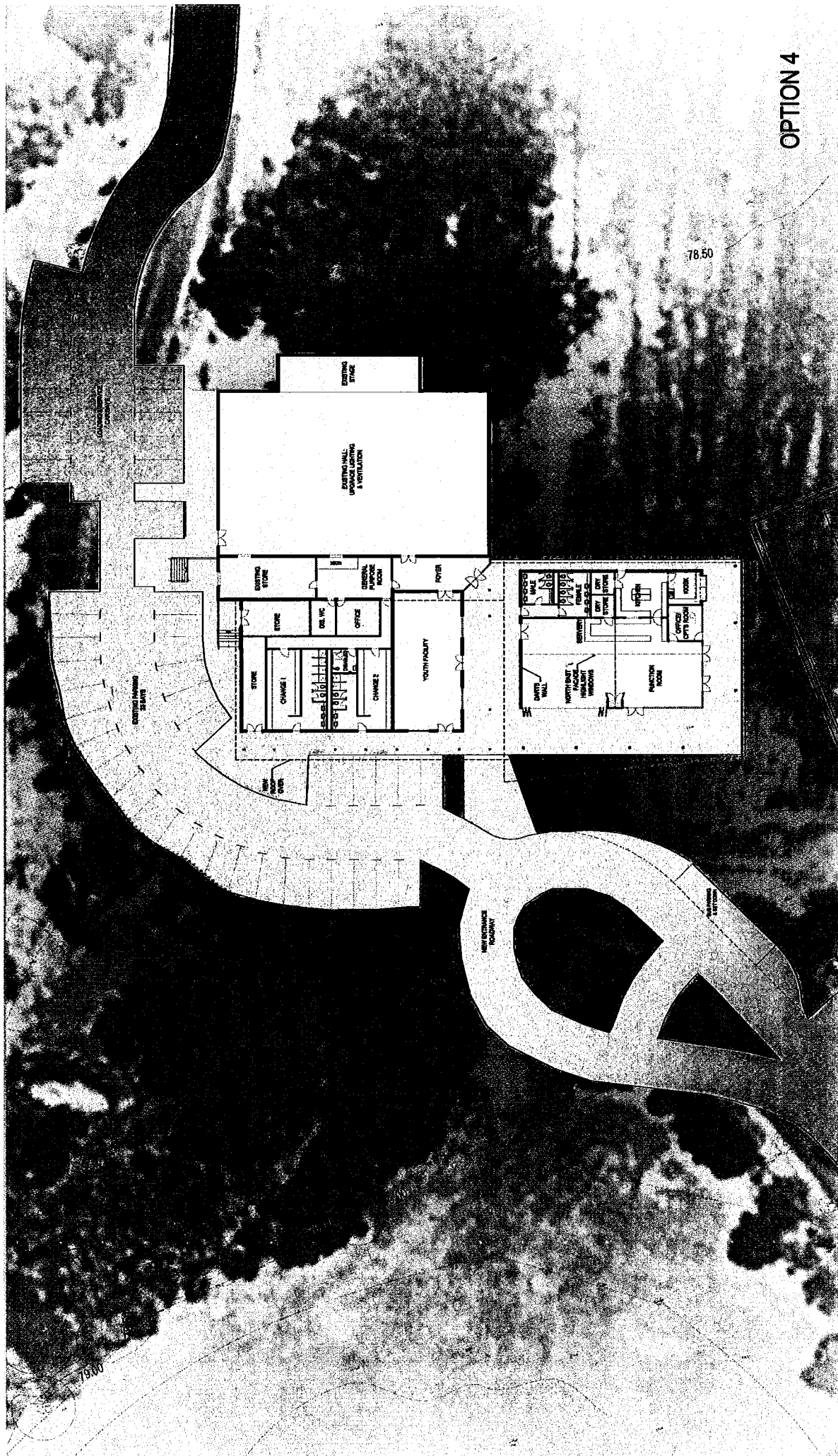
STRATEGIC IMPLICATIONS:

Shire of Nannup Forward Plan 2011/12-2015/16 Program 11.A - Recreation and Culture. That Council undertake upgrade to the Recreation and Community Centre per adopted plans and funding available.

VOTING REQUIREMENTS: Simple Majority.

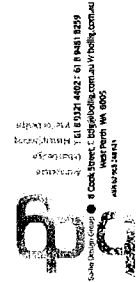
RECOMMENDATION:

1. That Council receive the revised plans for the Recreation Centre and advertise the plans for a period of thirty days for public consultation once the revised Quantity Estimates are received.
2. That the Department of Sport and Recreation CSRFF grant of \$660,000 is accepted.



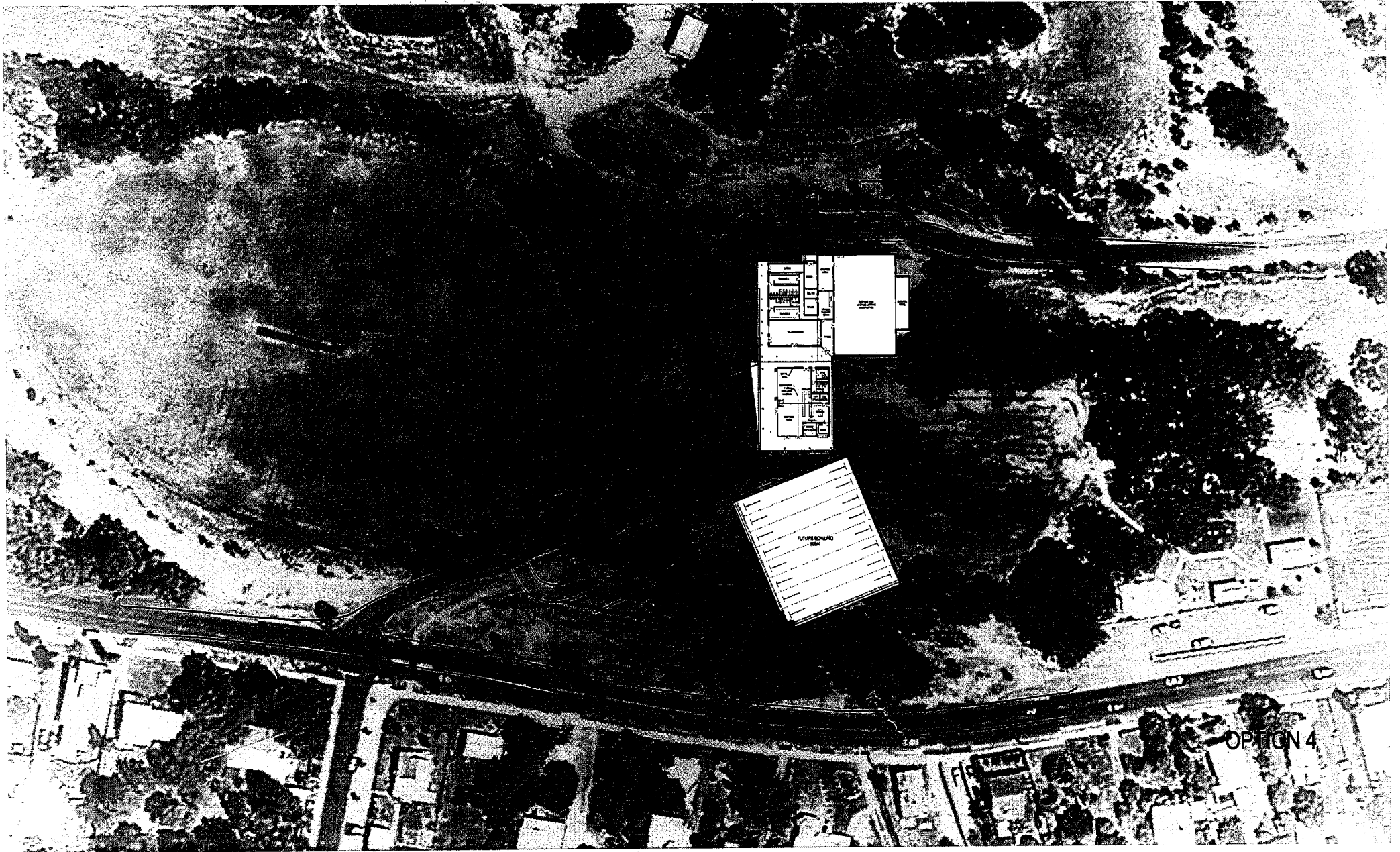
OPTION 4

DRAFT



PROJECT > SHIRE OF HANNUP - RECREATION PRECINCT-STAGE 1
 JOB NO. > 1216
 DATE > JANUARY 2013

> STAGE **01**
 > PLAN
 SCALE 1:100 @ A1



OPTION 4

> SK

00

> SITE PLAN
SCALE 1:100 @ A1



PROJECT > SHIRE OF MANNUP - RECREATION PRECINT-STAGE 1

JOB NO. > 1218

DATE > JANUARY 2013

DRAFT



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PH 08 9442 0821

FINANCE & ADMINISTRATION

AGENDA NUMBER:	11.7
SUBJECT:	Royalties for Regions Allocations
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ASS 17
AUTHOR:	Vic Smith – Manager Corporate Services
REPORTING OFFICER:	Robert Jennings – Chief Executive Officer
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	9 January 2013

Attachment 1: Financial Summary

BACKGROUND

The Council receives substantial funding through Royalties for Regions grants. This report seeks to update Council on the current status of these grants and to seek endorsement to the deployment of future allocations.

COMMENT

The following paragraphs set out the status of Royalties for Regions grants from 2009/10 to 2013/14. The starting point of 2009/10 has been chosen because this grant was finally acquitted in 2012/13, following the completion of work to the Asset Management Plan. Allocations beyond 2013/14 are still subject to some uncertainty and a further report will be presented to Council once the future position on these grants is clearer.

In order to view the full picture on the projects supported by these grants, a summary of the full funding and expenditure on the projects is shown in Attachment 1.

2009/10

The 2009/10 Royalties for Regions grant was \$35,000 and covered the development of the Forward Capital Works Plan and the Asset Management Plan. Actual spending was as follows:

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Element	Budget \$	Actual \$
Income		
Grant	35,000	35,000
Expenditure		
Forward Capital Works Plan	15,840	10,188
Asset Management Plan	11,960	24,812
Internal resources	7200	0
Total Expenditure	35,000	35,000
Balance	0	0

This grant was acquitted in December 2012.

2010/11

From 2010/11 onwards the grants have been split into individual and regional components.

The individual allocation for 2010/11 covered six projects. Actual income and grant expenditure to 31 January 2013 was as follows:

Element	Budget \$	Actual \$
Income		
Grant	381,625	381,625
Expenditure		
Cockatoo Valley Footpath	80,000	80,000
Foreshore improvements	15,000	0
Scott River Fire Shed	21,625	21,625
Town Entrances	50,000	50,000
FROGS	120,000	120,000
Marinko Thomas Park	95,000	95,000
Total Expenditure	381,625	366,625
Balance	0	15,000

Works relating to the outstanding project are currently under way.

The regional allocation for 2010/11 was devoted entirely to the Recreation Centre project. Actual income and grant expenditure to 31 January 2013 was as follows:

Shire of Nannup
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Element	Budget	Actual
	\$	\$
Income		
Grant	205,490	205,490
Expenditure		
Building construction	205,490	0
Balance	0	205,490

2011/12

The individual allocation for 2011/12 covered three projects. Actual income and grant expenditure to 31 January 2013 was as follows:

Element	Budget	Actual
	\$	\$
Income		
Grant	335,468	335,468
Expenditure		
Brockman Street caravan park	100,000	4,346
Heart of Nannup – consultation & design	14,250	14,250
Heart of Nannup – services relocation	81,468	0
Recreation Centre	140,000	0
Total Expenditure	335,468	18,596
Balance	0	316,872

The regional allocation for 2011/12 covered three projects. Actual income and grant expenditure to 31 January 2013 was as follows:

Element	Budget	Actual
	\$	\$
Income		
Grant	250,188	250,188
Expenditure		
Heart of Nannup - design	33,528	33,528
Heart of Nannup – service relocations	95,000	0
Heart of Nannup - footpaths & kerbs	106,500	0
Heart of Nannup – traffic management	7,160	0
Heart of Nannup – project management	8,000	0
Total Expenditure	250,188	33,528
Balance	0	216,660

Shire of Nannup
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2012/13

Funding documents for 2012/13 are still in the process of being agreed and no expenditure has yet been incurred against projects. The individual allocation for 2012/13 is split between the Heart of Nannup and the Brockman Street caravan park projects. The regional allocation is devoted entirely to the Heart of Nannup project. This is summarised below.

Element	Individual \$	Regional \$	Total \$
Heart of Nannup	235,468	386,188	621,656
Brockman Street caravan park	100,000	0	100,000
Total	<u>335,468</u>	<u>386,188</u>	<u>721,656</u>

2013/14

The allocations for 2013/14 are now due to be drafted. The funding is once again to be split evenly between individual and regional projects. The following allocations are suggested:

Element	Individual \$	Regional \$	Total \$
Heart of Nannup	215,000	200,000	415,000
WAEMI	120,428	130,000	250,468
Total	<u>335,468</u>	<u>330,000</u>	<u>665,468</u>

STATUTORY ENVIRONMENT: Local Government Act 1995.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS:

Allocations of \$665,468 of Royalties for Regions grants.

STRATEGIC IMPLICATIONS: Nil.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

Council endorse the allocations of the Royalties for Regions grants for 2013/14 as set out in this report.

ATTACHMENT 1

Projects	Exp to 31/1/13	R4R Ind	R4R Region	Other Grants	Other Conts	Shire Reserves	Shire Budget	Total
FCWP	35,000	(35,000)						0
Cockatoo Valley	184,488	(80,000)		(92,600)			(11,888)	0
Shire Depot	0	(15,000)						(15,000)
Scott River Fire Shed	104,338	(21,625)		(81,714)	(999)			0
Town Entrances	52,617	(50,000)					(2,617)	0
FROGS	384,754	(120,000)		(219,846)		(19,344)		25,564
Marinko Thomas Park	95,000	(95,000)						0
Brockman Street	4,346	(200,000)						(195,654)
Heart of Nannup	78,680	(460,936)	(836,376)	(170,280)	(200,000)	(330,826)		(1,919,738)
Recreation Centre	51,375	(140,000)	(205,490)	(690,000)	(170,000)	(791,870)		(1,945,985)
Aged Accommodation		(87,340)						(87,340)
WAEMI		(33,128)	(130,000)					(163,128)
Trails Hub		(85,000)						(85,000)
	990,598	(1,423,029)	(1,171,866)	(1,254,440)	(370,999)	(1,142,040)	(14,505)	(4,386,281)

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.8
SUBJECT:	Noise Monitoring Fees
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	FNC 10
AUTHOR:	Vic Smith – Manager Corporate Services
REPORTING OFFICER:	Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	4 February 2013

BACKGROUND:

The Council's health consultant has identified a need to set fees to respond to noise issues within the Shire. Although fees and charges are normally set at the time of the budget adoption, Section 6.16(3) of the Local Government Act 1995 allows for fees and charges to be imposed or amended during the financial year.

COMMENT:

Council has previously agreed a fee for non-complying events of \$500. A non-complying event, under Regulation 18 of the Environmental Protection (Noise) Regulations 1997, is an event that would exceed the normal noise levels allowed under Regulation 7. In these circumstances an application must be made to allow the event to be held and attracts a statutory fee of \$500.

Council has not previously set any fees to cover the cost of noise monitoring. To undertake noise monitoring it would be necessary to hire noise monitoring equipment, as this equipment is extremely expensive and would only be used on limited occasions, making it uneconomic to purchase. In addition there would be costs associated with the Council's health consultant undertaking the monitoring work.

The following fee structure is therefore proposed for noise monitoring:

Regulation 18 Non Complying Event (Noise)	\$500.00
Hire of Sound Meter (per occasion)	\$135.00
Noise Monitoring Fee (per hour)	\$95.00

STATUTORY ENVIRONMENT:

Local Government Act 1995 Sections 6.16(3).

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS:

Reduced cost of dealing with noise monitoring issues.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Absolute majority.

RECOMMENDATION:

That Council approve the following fees for the monitoring of noise:

Regulation 18 Non Complying Event (Noise)	\$500.00
Hire of Sound Meter (per occasion)	\$135.00
Noise Monitoring Fee (per hour)	\$95.00

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.9
SUBJECT:	Review of Code of Conduct
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 13
AUTHOR:	Vic Smith – Manager Corporate Services
REPORTING OFFICER:	Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	13 February 2013

Attachment 1: Code of Conduct 2013

BACKGROUND:

The Local Government Act 1995 requires that:

Every local government is to prepare or adopt a Code of Conduct to be observed by Council members, committee members and employees.

The Code of Conduct was last reviewed 25 March 2010.

COMMENT:

The Code of Conduct has been reviewed and is submitted to Council for approval.

There are very few changes suggested. Some of the wording has been clarified and strengthened (e.g. replacing "is to" with "must"). The only other amendment is to increase the value of the "token gift" amount from \$30 to \$40.

STATUTORY ENVIRONMENT: Local Government Act 1995 Section 5.103.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS: None.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

Council adopt the Code of Conduct 2013 as set out in Attachment 1.



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SHIRE OF NANNUP

CODE OF CONDUCT 2013

LEGISLATIVE REQUIREMENTS

Section 5.103(1) of the Local Government Act 1995 states:

Every local government is to prepare or adopt a Code of Conduct to be observed by Council members, committee members and employees.

Adopted (Reaffirmed) at Council Meeting 28 February 2013

PREAMBLE

The Code of Conduct (The Code) provides elected members and staff at the Shire of Nannup with consistent guidelines for an acceptable standard of professional conduct. The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater transparency and accountability in individual Local Governments.

The Code is complementary to the principles adopted in the Local Government Act and regulations which incorporate four fundamental aims:

1. Better decision-making by local governments;
2. Greater community participation in the decisions and affairs of local governments;
3. Greater accountability of local governments to their communities; and
4. More efficient and effective local government.

The Code provides a guide and a basis of expectations for elected members and staff. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.

ROLE OF ELECTED MEMBERS

A Councillor's primary role is to represent the community. The effective translation of the community's needs and aspirations into a direction and future for the Local Government will be the focus of the Councillor's public life.

A Councillor is part of the team in which the community has placed its trust to make decisions on its behalf and the community is therefore entitled to expect high standards of conduct from its elected representatives.

In fulfilling the various roles, elected members' activities will focus on:

- achieving a balance in the diversity of community views to develop an overall strategy for the future of the community;
- achieving sound financial management and accountability in relation to the Local Government's finances;
- ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns;
- working with other governments and organisations to achieve benefits for the community at both a local and regional level;
- having an awareness of the statutory obligations imposed on Councillors and on Local Governments.

1. CONFLICT AND DISCLOSURE OF INTEREST

1.1 Conflict of Interest

- (a) Members and staff will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.
- (b) Staff will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Local Government, without first making a disclosure to the Chief Executive Officer. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided. In the instance of the Chief Executive Officer the disclosure ~~is to~~ must be made to the Shire President.
- (c) Members and Staff will lodge written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the municipality or which may otherwise be in conflict with the Council's functions (other than purchasing the principal place of residence). In the instance of the Chief Executive Officer the disclosure ~~is to~~ must be made to the Shire President.

- (d) Members and Staff who exercise recruitment or other discretionary functions will make a disclosure before dealing with relatives or close friends and will disqualify themselves from dealing with those persons.
- (e) Staff will refrain from partisan political activities, which could cast doubt on their neutrality and impartiality in acting in their professional capacity.

An individual's rights to maintain their own political convictions are not impinged upon by ~~this~~ clause (e) above. It is recognised that such convictions cannot be a basis for discrimination and this is supported by anti-discriminatory legislation.

1.2 Financial Interest

Members and staff will adopt the principles of disclosure of financial interests as contained within the Local Government Act 1995.

1.3 Disclosure of Interest

- (a) Members and appropriate staff will disclose, in a written return or at the relevant meeting, the interests which might be in conflict with their public or professional duties.
- (b) Whenever disclosure is required, recommended in this Code, or otherwise seems appropriate, it will be made promptly, fully, and in writing within the register provided.

1.4 Disclosure of Interests Affecting Impartiality

For the purposes of this clause, "interest" means an interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in section 5.60 of the Local Government Act 1995 (Financial Interest).

- (a) A Council member or employee ~~is to~~ must disclose any interest that he or she has in any matter to be discussed at a Council or committee meeting that will be attended by the member or employee.
- (b) A Council member or employee ~~is to~~ must disclose any interest that he or she has in any matter to be discussed at a Council or committee meeting in respect of which the member or employee has given, or will give, advice.
- (c) A disclosure of an interest under Paragraph (a) or (b) above ~~is to~~ must be made at the meeting ~~immediately~~ before the matter is discussed or at the time the advice is given, and is to be recorded in the minutes of the relevant meeting.

- (d) Nothing in this clause prohibits a person who has disclosed such an interest from speaking, voting or reporting on the matter in which they have the interest.

2. PERSONAL BENEFIT

2.1 Use of Confidential Information

Members and staff will not use confidential information to gain advantage for themselves or for any other person or body, in ways which are inconsistent with their obligation to act impartially, or to cause harm or detriment to any person or organisation.

2.2 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the Local Government upon its creation, unless otherwise agreed by a separate contract.

2.3 Undue Influence

Members and staff will not take advantage of their position to unduly influence other members or staff in the performance of their duties or functions, in order to gain undue (direct or indirect) advantage or gain benefit for themselves or for any other person or body.

2.4 Gifts and Bribery

- (a) Members and staff will not seek or accept (directly or indirectly) from any person or body, any immediate or future gift, reward or benefit (other than gifts of a token kind, or moderate acts of hospitality) for themselves or for any other person or body, relating to their status with the Local Government or their performance of any duty or work which touches or concerns the Local Government.
- (b) If any gift, reward or benefit is offered (other than gifts of a token kind, or moderate acts of hospitality), disclosure will must be made in a prompt and full manner and in writing in the appropriate register.
- (c) For the purposes of this clause, a gift shall be considered to be of a token nature if its value is less than \$340. However the receipt of all gifts up to this value shall be recorded in a register maintained by the Chief Executive Officer. The register will record the nature and value of the gift, who received the gift and when, and by whom the gift was given.
- (d) ~~Minor gifts of a Hospitality nature do not~~ of a value up to \$40 need to not be included in this register.

3. CONDUCT OF MEMBERS AND STAFF

3.1 Personal Behaviour

(a) Members and staff will must:

- (i) act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code;
- (ii) perform their duties impartially and in the best interests of the Local Government, uninfluenced by fear or favour;
- (iii) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Local Government and the community;
- (iv) make no allegations which are improper or derogatory (unless true and in the public interest) and refrain from any form of conduct in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and
- (v) always act in accordance with their obligation of fidelity to the Local Government.

(b) Members will represent and promote the interests of the Local Government, while recognising their special duty to their own constituents.

3.2 Honesty and Integrity

Members and staff will must:

- (a) observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;
- (b) bring to the notice of the Shire President any dishonesty or possible dishonesty on the part of any other member, and in the case of an employee to the Chief Executive Officer. If the Shire President or Chief Executive Officer are the subject of dishonesty, or possible dishonesty, the notice is to be brought to the attention of the Shire President in the instance of the Chief Executive Officer or the Chief Executive Officer in the instance of the Shire President.
- (c) be frank and honest in their official dealings with each other.

3.3 Performance of Duties

(a) While on duty, staff will give their whole time and attention to the Local Government's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably, both on them and on the Local Government.

- (b) Members will at all times, exercise reasonable care and diligence in the performance of their duties, being consistent in their decision making but treating all matters on their individual merits. Members will be as informed as possible about the functions of the Council, and treat all members of the community honestly and fairly.

3.4 Compliance with Lawful Orders

- (a) Members and Staff ~~will~~ must comply with any lawful order given by any person having authority to make or give such an order. If there is any doubt as to the propriety of any such order then the matter is to be taken up with the superior of the person who gave the order. If resolution cannot be achieved the issue is to be addressed by the Chief Executive Officer in respect of a staff member, or the Shire President if an elected member.
- (b) Members and Staff ~~will~~ must give effect to the lawful policies of the Local Government, whether or not they agree with or approve of them.

3.5 Administrative and Management Practices

Members and staff will ensure compliance with proper and reasonable administrative practices and conduct and professional and responsible management practices.

3.6 Corporate Obligations

(a) Standard of Dress

Staff are expected to comply with neat and responsible dress standards at all times. Management reserves the right to raise the issue of dress with individual staff.

- (b) Members are expected to comply with neat and responsible dress standards at all times.

(c) Communication and Public Relations

(i) All aspects of communication by staff (including verbal, written or personal) involving Local Government's activities should reflect the status and objectives of that Local Government. Communications should be accurate, polite and professional.

(ii) As a representative of the community Members need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. In doing so Members should acknowledge that:

- as a member of the Council there is respect for the decision making processes of the Council which are based on a decision of the majority of the Council;

- information of a confidential nature ought not be communicated until it is no longer ~~treated~~ classed as confidential;
- information relating to decisions of the Council on approvals, permits and so on ~~ought~~ should only be communicated in an official capacity by a designated officer of the Council;
- information concerning adopted policies, procedures and decisions of the Council is conveyed accurately.

3.7 Relationships between Members and Staff

An effective Councillor will work as part of the Council team with the Chief Executive Officer and other members of staff. That teamwork will only occur if Members and staff have a mutual respect and co-operate with each other to achieve the Council's corporate goals and implement the Council's strategies. To achieve that position Members need to:

- (a) accept that their role is a leadership, not a management or administrative one;
- (b) acknowledge that they have no capacity to individually direct members of staff to carry out particular functions; and
- (c) refrain from publicly criticising staff in a way that casts aspersions on their professional competence and credibility.

3.8 Appointments to Committees

As part of their representative role Members are often asked to represent the Council on external organisations. It is important that Members clearly understand the basis of their appointment and provide regular reports on the activities of the organisation.

4. DEALING WITH COUNCIL PROPERTY

4.1 Use of Local Government Resources

Members and staff ~~will~~ must:

- (a) be scrupulously honest in their use of the Local Government's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
- (b) use the Local Government resources entrusted to them effectively and economically in the course of their duties; and
- (c) not use the Local Government's resources (including the services of Council staff) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so and where appropriate payments are made (as determined by the Chief Executive Officer).

4.2 Travelling and Subsistence Expenses

Members and staff will only claim or accept travelling and subsistence expenses arising out of matters where the action or representation undertaken is directly connected with Council and has a correlation with the services, policies or business of the Local Government, in accordance with Local Government policy and the provisions of the Local Government Act 1995.

4.3 Access to Information

- (a) Staff will ensure that members are given access to all information necessary for them to properly perform their functions and comply with their responsibilities as members.
- (b) Members will ensure that information provided will be used properly and to assist in the process of making reasonable and informed decisions on matters before the Council.

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.10
SUBJECT:	Compliance Audit Return 2012
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 14
AUTHOR:	Vic Smith – Manager Corporate Services
REPORTING OFFICER:	Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	15 January 2013

Attachment 1: Completed 2012 Compliance Audit Return

BACKGROUND:

Council is required by section 14 of the Local Government Audit Regulations 1996 to complete a Compliance Audit Return each year covering the period 1 January to 31 December. The Compliance Audit Return is to be:

1. Presented to Council at a meeting of the Council.
2. Adopted by the Council.
3. The adoption recorded in the minutes of the meeting at which it is adopted.
4. Signed by the Shire President and Chief Executive Officer and returned to the Department of Local Government with a copy of the Council minutes of the meeting at which it was received.

The return must also be reviewed by the Audit Committee prior to its adoption by Council.

COMMENT:

The Annual Compliance Audit Return contains 78 questions of which:

- 50 were complied with; and
- 28 were not applicable to the Shire of Nannup during the year under review.

There were no areas of non-compliance.

STATUTORY ENVIRONMENT: Local Government Audit Regulations 1996.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS: None.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple Majority

RECOMMENDATION:

That Council adopt the Local Government Compliance Audit Report for the Shire of Nannup for the period 1 January 2012 to the 31 December 2012, and submits the report to the Department of Local Government as required.



Nannup - Compliance Audit Return 2012

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2012.	N/A		Vic Smith
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2012.	N/A		Vic Smith
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2012.	N/A		Vic Smith
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2012.	N/A		Vic Smith
5	s3.59(5)	Did the Council, during 2012, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Vic Smith





Delegation of Power / Duty						
No	Reference	Question	Response	Comments	Respondent	
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Vic Smith	
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Vic Smith	
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Vic Smith	
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Vic Smith	
5	s5.18	Has Council reviewed delegations to its committees in the 2011/2012 financial year.	N/A		Vic Smith	
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Vic Smith	
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Vic Smith	
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Vic Smith	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Vic Smith	
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Vic Smith	
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Vic Smith	
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2011/2012 financial year.	Yes		Vic Smith	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Vic Smith	

Disclosure of Interest						
No	Reference	Question	Response	Comments	Respondent	
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Vic Smith	
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Vic Smith	



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Vic Smith
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A		Vic Smith
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	N/A		Vic Smith
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2012.	Yes		Vic Smith
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2012.	Yes		Vic Smith
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Vic Smith
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Vic Smith
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Vic Smith
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Vic Smith
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Vic Smith
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Vic Smith
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Vic Smith



No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Vic Smith
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Vic Smith

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Vic Smith
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Vic Smith

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	N/A		Vic Smith

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Vic Smith
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	Yes		Vic Smith
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Vic Smith
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Vic Smith
5	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Vic Smith



No	Reference	Question	Response	Comments	Respondent
6	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2012 received by the local government within 30 days of completion of the audit.	Yes		Vic Smith
7	s7.9(1)	Was the Auditor's report for 2011/2012 received by the local government by 31 December 2012.	Yes		Vic Smith
8	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Vic Smith
9	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Vic Smith
10	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Vic Smith
11	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Vic Smith
12	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Vic Smith
13	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Vic Smith
14	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Vic Smith
15	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Vic Smith



Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		Vic Smith
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Vic Smith
3	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Vic Smith
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Vic Smith
5	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Vic Smith

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Vic Smith
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes	No complaints received	Vic Smith
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes	No complaints received	Vic Smith
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes	No complaints received	Vic Smith
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes	No complaints received	Vic Smith
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes	No complaints received	Vic Smith



Tenders for Providing Goods and Services						
No	Reference	Question	Response	Comments	Respondent	
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Vic Smith	
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Vic Smith	
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Vic Smith	
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Vic Smith	
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	N/A		Vic Smith	
6	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Vic Smith	
7	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Vic Smith	
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Vic Smith	
9	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Vic Smith	
10	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes		Vic Smith	
11	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Vic Smith	



**Government of Western Australia
Department of Local Government**

No	Reference	Question	Response	Comments	Respondent
12	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Vic Smith
13	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Vic Smith
14	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	Yes		Vic Smith
15	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less.	Yes		Vic Smith

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Nannup

Signed CEO, Nannup

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.11
SUBJECT:	Annual Electors Meeting Minutes
LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	ADM 17
AUTHOR:	Vic Smith – Manager Corporate Services
REPORTING OFFICER:	Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	19 February 2013

Attachment: Electors Meeting Minutes 18 February 2013

BACKGROUND:

The 2011/12 Annual Meeting of Electors for the Shire of Nannup was held on 18 February 2013 and the minutes are attached.

COMMENT:

Council is required to consider any decisions made at the electors meeting at the next ordinary council meeting held.

There were no decisions made at the electors meeting, though previously there has been some discussion as to whether the receipt of the Annual Report constitutes a decision. To ensure absolute compliance a recommendation to note this matter is put forward. Other points raised at the meeting as noted in the minutes have been actioned or noted where applicable. The questions taken on notice have been responded to in writing.

STATUTORY ENVIRONMENT: Section 5.33 (1) Local Government Act 1995.

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS: None.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

That Council receive the 2011/12 Annual Electors Meeting minutes held 18 February 2013.

26 March 2012

Shire of Nannup General Electors Meeting Minutes



Shire of
Nannup
rest • connect • grow

MINUTES

**Annual General Meeting of Electors
Shire of Nannup Shirley Humble Room 15 Adam St Nannup
Monday 18 February 2013, 5pm**

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1. Attendance and Apologies

Councillor Dean welcomed members of the public and declared the meeting open at 5.00pm.

Attending:

Cr Dean – Shire President
Councillors Mellema, Steer, Dunnet, Longmore, Gilbert and Camarri.

R Jennings – Chief Executive Officer
V Smith – Manager Corporate Services

Attendance Register

V Tanner, N Tanner, L Marle, J Laughton, L Gilchrist, P Fraser, C Brown
J Kay, W Brenkman, J Brenkman, T Mitchell, S Boak, L Raynell, M
Longmore, B Winfield, P Brown, L Harding, M Loveland and M
Raeynes.

Apologies:

J Lorkiewicz and C Wade

2. Receiving of Annual Report

B Dunnet / M Raeynes

That the Shire of Nannup Annual Report for 2011/12 be received.

Carried

3. Address by the Shire President

4. Questions on Notice

None

5. Questions on the Annual Report

C Brown

5.1 Why were so few copies of the Annual Report provided?

A The Annual Report is 70 pages long. The notice for the meeting advised those intending to attend to obtain a copy from the Shire

Offices prior to the meeting. The number attending the meeting is unknown and we did not want to print unnecessary copies.

N Tanner

5.2 Why did Council replace cars at a loss of \$35,000?

A The cars were replaced as part of the restructuring of the management of the Shire. The loss shown in the accounts is not the true cost to the Council and reflects the fact that the carrying value in the balance sheet was higher than the sale value.

5.3 Did Council approve the disposal of the cars?

A Yes.

5.4 Why were meeting fees lower than 2011?

A It depends on the level of claims submitted by councillors. Some councillors do not claim their due fees.

5.5 Why was the Shire President's allowance over budget?

A The cost shown represents a full year for the current Shire President plus a claim received in 2011/12 from the outgoing Shire President.

5.6 Why was the Deputy Shire President's allowance over budget?

A The cost shown represents a full year for the current Deputy Shire President plus a claim received in 2011/12 from the outgoing Deputy Shire President.

5.7 Why were travelling expenses higher than budget?

A Taken on Notice.

J Laughton

5.8 Is expenditure accrued in the accounts?

A Yes.

L Gilchrist

5.9 Do we remind people to make claims for payment on time?

A Yes.

V Tanner

5.10 What type of users is the Ellis Creek Trail intended for?

A Primarily for walkers.

C Brown

5.11 Will the Shire place the Annual Report on the website?

A Yes, the audited report will be placed on the website prior to next year's meeting.

6. Other Business at the Discretion of the Presiding Person

V Tanner

6.1 Will the Council be providing money for tulip bulbs this year?

A. Council has done this in the past and will consider it again.

P Brown

6.2 Will there be an environmental policy to cover the removal of native vegetation from blocks?

A. There are some policies in place in the Local Planning Scheme and DEC legislation. The Local Planning Scheme is being reviewed.

S Boak

6.3 Will the Council review charges for users of its facilities who are experiencing difficulties raising the fees cover the hire?

A. The Council's policy is one of full fee recovery. However, this is being reviewed to see if there are ways to address the issue.

6.4 Is a formula used to calculate the fee?

A. Fees do not currently fully recover the cost of providing the facilities and Council seeks to strike a balance between full cost recovery and community benefit. There is no set formula.

P Fraser

6.5 Will the work currently being undertaken on the Mowen Road intersection be extended to improve the road surface on Beggars Road.

A This is a possibility and will be considered if it's practical.

6.6 Why have improvements been undertaken to East Nannup Road rather than other roads which have more residents?

A. Road works are undertaken in line with a matrix prepared by the Manager Infrastructure and approved by Council.

6.7 Who is responsible for employing a person with an existing medical condition?

A. The Chief Executive Officer responded that measures are in place to manage this issue.

6.8 Was there money in the budget for a two ton tipper truck?

A Yes.

6.9 Why was no trainee gardener employed this year?

A Council has reviewed this position and has to balance cost to ratepayers with service provision.

6.10 Is the painting of the Council offices in the budget and what are the payment arrangements.

A Money has been included in the budget. No details are available at this meeting regarding the payment arrangements.

6.11 What are the arrangements for payment for the Firebreak Inspector and how much has this cost?

A Taken on Notice

6.12 Why is it not possible to do a U-turn outside the video shop in the plans for the Main Street upgrade?

A. The plans for the main street upgrade is a balance between safety and convenience.

6.13 Why wasn't an appointment with the CEO on Monday 19 September 2011 not kept?

A Taken on Notice.

C Brown

6.14 What was the rationale for making the Community Emergency Services Manager a strategic role rather than operational?

A The change in role was undertaken following consultation with DFES and the individual. More emphasis was needed on strategic work to address a significant backlog. During the recent fire the CESM was able to attend the Incident Management Team and provide valuable information to the Shire on progress in the management of the fires.

L Raynel

6.15 Wouldn't it make more sense to revert the CESM to a more operational role during an incident?

A The management of the recent fire worked well and feedback has been positive. Having a presence at the Incident Support Team is essential to provide better quality operational information to Shire staff.

S Boak

6.16 What is the arrangement for managing the caravan park; is it a lease or direct management by the Shire?

A The caravan park is being directly managed for a period of approximately one year while the compliance work is undertaken. The situation will then be reviewed.

B Winfield

6.17 Wouldn't it be better to stop burning off green waste at the tip and recover this through using a chipper?

A Discussions have been held with Manjimup Shire on obtaining a mulching machine funded by grants. This will be reviewed and consulted on next year as part of the Council's waste strategy.

J Brenkman

6.18 How often are the buildings checked for maintenance, particularly the recreation centre?

A Only minimum works are being undertaken to the recreation centre prior to the refurbishment. Other buildings are reviewed regularly but the detailed frequency is not available for this meeting.

J Kay

6.19 Will the Shire be taking action to provide safer footpaths on Grange Road?

- A The CEO explained that there was a safe walking route along Grange Road. However a site visit will be arranged between the CEO, the Manager Infrastructure and Mrs Kay.

L Gilchrist

- 7.20 How much will the recreation centre cost and how is it funded?

A The cost is approximately \$2 million and is funded from external grants, contributions and the Council's reserve. Approximately \$205,000 has been received from Royalties for Regions to date.

- 7.21 Can I have an assurance that money being negotiated for telecommunications not be used in the refurbishment?

A The Shire President gave that assurance.

B Winfield

- 7.22 Where is the pressure coming from to make the Vasse Highway and Nannup Main Street more convenience for large trucks? Is this connected with mining transportation?

A The upgrade of the Vasse Highway is being undertaken by Main Roads. The works to the Main Street are more about addressing historical issues with alignment, levels and footpaths. We are not aware of any upgrades required as a result of mining transport.

J Kay

- 7.23 Will Main Street funding be lost if there is a change of government?

A While this is a risk, it is unlikely. Interested parties are encouraged to attend the meeting to discuss the streetscape plans on 19 February.

P Brown

- 7.24 Do the non-native tree leaves contribute to the pollution of the Blackwood River.

A No. The colour of the river currently is more likely the result of lack of flow due to lower than normal rainfall.

L Harding

7.25 Has the Shire any back up plans for dealing with a fire emergency at the Balingup Road hospital?

A There are no specific Shire plans but the hospital has its own fire management plan which has been endorsed by DFES. The recent fire incidents have demonstrated that the hospital has good fire fighting capability.

7.26 Will there be a bauxite mine behind Tathra as stated by Councillor Longmore?

A Councillor Longmore clarified that he did not make this statement but had referred to plans for bauxite exploration within the Shire in general.

The Shire President advised the meeting that he had been informed that there was no significant bauxite mining interest in Nannup.

B Winfield

7.27 Will Council consider the effect on local water sources of the workings of the Mileymanup mine?

A This will be considered as the issues arise.

7. Meeting Closure

There being no further business to discuss the Shire President thanked everyone for their attendance and declared the meeting closed at 6pm.

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.12
SUBJECT:	Budget Monitoring 2012/13
LOCATION/ADDRESS:	Nannup
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Tracie Bishop – Finance Officer
REPORTING OFFICER:	Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	19 February 2013

Attachment 1: Monthly Financial Statements for p/ending 31 December 2012

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. These reports are to be presented to Council within two months of the period end.

Council has adopted a variance threshold of 10% or \$5,000, whichever is the greater on which to report. The statutory statements are attached at Attachment 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:

1. As reported in December, income from domestic and recycling collections is anticipated to be lower than forecast by \$12,000. This is in part offset by higher tip fees than budgeted.
2. When the 2012/13 budget was set the financial impact of assuming responsibility for the caravan park could not be quantified. At the time of writing this report the net cost of operating the park was approximately \$19,500.

As per the January report, the invoice raised to the Nannup Tourism Association for \$16,000 has now been paid. This money was in respect of advance bookings taken for the 2013 Music Festival. Overall, the budget

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

for the caravan park will be reassessed as part of the budget review to be reported to Council in March.

3. While the final figure for the Australia Day Concert is still to be collated, it is expected that the net result will be a loss of approximately \$10,000. It is anticipated that the final figure will be available within the next month when all accounts have been received and paid at this office.
4. If expenditure continues at its current rate planning expenses will be over budget by approximately \$11,000 at the end of the financial year. This is attributed to higher than anticipated planning issues arising, which has resulted in more contract planning services being required. Income from this area is down significantly from last year. To date it is anticipated that income will be approximately \$3,500 lower than that budgeted for by year's end.
5. Grant income that was expected to finance the cultural plan was not forthcoming. The result is that \$8,000 was taken from the branding budget to cover costs to this area. Expenses incurred for branding were actually incurred in the 11/12 financial year.

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

POLICY IMPLICATIONS: None.

FINANCIAL IMPLICATIONS: None.

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple Majority.

RECOMMENDATION:

It is recommended that the Monthly Financial Statements for the period ending 31 December 2012 be received.

SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

<u>Operating</u>	2012/13 Y-T-D Actual \$	2012/13 Y-T-D Budget \$	2012/13 Budget \$	Variances Y-T-D Budget to Actual %
Revenues/Sources				
Governance	0	417	1,000	(100%)
General Purpose Funding	833,610	622,535	1,494,085	34%
Law, Order, Public Safety	83,880	146,139	350,733	(43%)
Health	1,054	2,008	4,818	(47%)
Education and Welfare	56,683	17,179	41,230	230%
Housing	8,260	6,998	16,796	18%
Community Amenities	95,513	50,946	122,270	87%
Recreation and Culture	5,911	12,106	29,054	(51%)
Transport	4,542,645	2,866,158	6,878,779	58%
Economic Services	43,164	90,000	216,000	(52%)
Other Property and Services	9,404	11,206	26,894	(16%)
	5,680,123	3,825,691	9,181,659	48%
(Expenses)/(Applications)				
Governance	(152,168)	(351,716)	(844,118)	(57%)
General Purpose Funding	(75,078)	(95,677)	(1,148,126)	(22%)
Law, Order, Public Safety	(234,593)	(138,071)	(331,371)	70%
Health	(22,420)	(15,175)	(36,420)	48%
Education and Welfare	(67,077)	(72,975)	(175,141)	(8%)
Housing	(35,408)	(11,707)	(28,096)	202%
Community Amenities	(186,085)	(158,355)	(380,051)	18%
Recreation & Culture	(167,069)	(168,447)	(404,272)	(1%)
Transport	(1,201,057)	(367,869)	(2,207,212)	226%
Economic Services	(96,878)	(83,724)	(340,937)	16%
Other Property and Services	(17,396)	11,873	28,496	(247%)
	(2,255,228)	(1,451,842)	(5,867,248)	55%
Adjustments for Non-Cash (Revenue) and Expenditure				
(Profit)/Loss on Asset Disposals	(0)	0	19,500	0%
Depreciation on Assets	932,426	0	1,818,318	0%
Capital Revenue and (Expenditure)				
Purchase Land and Buildings	(32,968)	(88,543)	(565,502)	(63%)
Purchase Infrastructure Assets - Roads	(1,464,827)	(1,210,186)	(7,261,114)	21%
Purchase of Infrastructure Assets - Parks				0%
Purchase Plant and Equipment	(394,192)	(452,742)	(493,900)	(13%)
Purchase Furniture and Equipment	(10,069)	(11,438)	(27,450)	(12%)
Proceeds from Disposal of Assets	0	128,333	140,000	(100%)
Repayment of Debentures	(29,030)	(27,076)	(64,982)	7%
Proceeds from New Debentures	0		0	0%
Leave Provisions	(6,775)	0	166,708	0%
Accruals	(1,268)	0	18,852	0%
Self Supporting Loan Principal Income	(5,019)	0	19,722	0%
Transfers (to)/from Reserves	(481)	0	85,264	0%
ADD Net Current Assets July 1 B/Fwd	1,593,984	1,593,984	1,593,984	
LESS Net Current Assets Year to Date	5,247,801	3,542,373	0	
Amount Raised from Rates	(1,241,124)	(1,236,189)	(1,236,189)	
	1,241,124	1,236,189	1,236,189	

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SHIRE OF NANNUP

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012

	2012/13 Actual \$	Brought Forward 01-July-2012 \$
NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	5,053,957	1,902,967
Cash - Restricted	304,986	94,107
Cash - Reserves	1,788,321	1,779,437
Receivables	654,264	553,247
Inventories	0	0
	<u>7,801,528</u>	<u>4,329,757</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(460,420)</u>	<u>(862,229)</u>
	7,341,108	3,467,528
Less: Cash - Reserves - Restricted	(2,093,307)	(1,873,543)
NET CURRENT ASSET POSITION	<u><u>5,247,801</u></u>	<u><u>1,593,984</u></u>
	6,204,569	80,958
Adjustment	(208,485)	80,958

**SHIRE OF NANNUP - STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 31 DECEMBER 2012**

	2012/13 YTD Actual	2012/13 YTD Budget	2012/13 Budget	Variances YTD Budget to Actual %
<u>Operating</u>				
Revenue				
Governance	\$0	\$500	\$1,000	-100%
General Purpose Funding	\$833,610	\$747,043	\$1,494,085	12%
Law, Order & Public Safety	\$83,880	\$175,367	\$350,733	-52%
Health	\$1,054	\$2,409	\$4,818	-56%
Education & Welfare	\$56,683	\$20,615	\$41,230	175%
Housing	\$8,260	\$8,398	\$16,796	-2%
Community Amenities	\$95,513	\$61,135	\$122,270	56%
Recreation & Culture	\$5,911	\$14,527	\$29,054	-59%
Transport	\$4,542,645	\$3,439,390	\$6,878,779	32%
Economic Services	\$43,164	\$108,000	\$216,000	-60%
Other Property & Services	\$9,404	\$13,447	\$26,894	-30%
	<hr/>	<hr/>	<hr/>	
	\$5,680,123	\$4,590,830	\$9,181,659	24%
EXPENSES				
Governance	-\$152,168	-\$422,059	-\$844,118	-64%
General Purpose Funding	-\$75,078	-\$574,063	-\$1,148,126	-87%
Law, Order & Public Safety	-\$234,593	-\$165,686	-\$331,371	42%
Health	-\$22,420	-\$18,210	-\$36,420	23%
Education & Welfare	-\$67,077	-\$87,571	-\$175,141	-23%
Housing	-\$35,408	-\$14,048	-\$28,096	152%
Community Amenities	-\$186,085	-\$190,026	-\$380,051	-2%
Recreation & Culture	-\$167,069	-\$202,136	-\$404,272	-17%
Transport	-\$1,201,057	-\$1,103,606	-\$2,207,212	9%
Economic Services	-\$96,878	-\$170,469	-\$340,937	-43%
Other Property & Services	-\$17,396	\$14,248	\$28,496	-222%
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	-\$2,255,228	-\$2,933,624	-\$5,867,248	-23%
<u>Adjustments for Cash Requirements</u>				
<u>Non-Cash Expenditure & Revenue</u>				
(Profit)/Loss on Asset Disposals	\$0	\$9,750	\$19,500	-100%
Depreciation	\$932,426	\$909,159	\$1,818,318	3%
Capital Expenditure & Revenue				
Purchase of Land & Buildings	-\$32,968	-\$322,701	-\$645,402	-90%
Purchase of Infrastructure Assets - Roads	-\$1,464,827		-\$7,261,114	0%
Purchase of Infrastructure Assets - Parks	\$0	\$0	\$0	0%
Purchase of Plant & Equipment	-\$394,192	-\$207,000	-\$414,000	90%
Purchase of Furniture & Equipment	-\$10,069	-\$13,725	-\$27,450	-27%
Proceeds from Disposal of Assets	\$0	\$70,000	\$140,000	-100%
Repayment of Debentures	-\$29,030	-\$32,491	-\$64,982	-11%
Proceeds from New Debentures	\$0	\$0	\$0	0%
Leave Provisions	-\$6,775	\$0	\$166,708	0%
Accruals	-\$1,268	\$0	\$18,852	0%
Self Supporting Loan Principal Income	-\$5,019	\$0	\$19,722	0%
Transfers (to)/from Reserves	-\$481	\$0	\$85,264	0%
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	-\$1,012,202	\$558,265	-\$6,144,584	
ADD Net Current Assets July 1 B/Fwd	\$1,593,984	\$1,593,984	\$1,593,984	
LESS Net Current Assets Year to Date	\$5,247,801	\$5,045,644	\$0	
	<hr/>	<hr/>	<hr/>	
NET RESULT	-\$1,241,036	-\$1,236,189	-\$1,236,189	

**Shire of Nannup
Ordinary Council Meeting Agenda: February 2013**

AGENDA NUMBER:	11.13
SUBJECT:	January Accounts for Payment
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Tracie Bishop – Finance Officer
REPORTING OFFICER:	Vic Smith – Manager Corporate Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	19 February 2013

Attachment 1: Schedule of Accounts for Payment

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund 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	4408 - 4528	\$1,044,353.79
Accounts paid by cheque	19034 - 19068	\$18,980.82
Accounts paid by direct debit	99360 – 99367	\$48,961.40

Trust Account

Accounts Paid by Cheque	Nil	\$200.00
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STATUTORY ENVIRONMENT: LG (Financial Management) Regulation 13

POLICY IMPLICATIONS: None.

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

STRATEGIC IMPLICATIONS: None.

VOTING REQUIREMENTS: Simple majority

RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal Account fund totalling \$1,112,496.01 in the attached schedule be endorsed.

SHIRE OF NANNUP			
ACCOUNTS FOR PAYMENT - FEBRUARY 2013			
Chq/EFT	Name	Description	Amount
EFT4408	VIC SMITH	RE-IMBURSMENT OF EXPENSES	\$17.38
EFT4409	DANIEL EDDY	RELOCATION COSTS	\$1,166.00
EFT4410	ROBIN MELLEMA	COUNCILLOR ALLOWANCE	\$4,060.00
EFT4411	NANNUP HOTEL MOTEL	RYTHMS BY THE RIVER ACCOMODATION	\$320.00
EFT4412	AUSTRALIAN TAXATION OFFICE	DECEMBER 2012 BAS	\$188,165.00
EFT4413	KERRIE YABSLEY	RE-IMBURSMENT OF EXPENSES	\$342.00
EFT4415	MATES MEN'S SUPPORT GROUP BUSSELTON INC.	HIRE OF DUNKING MACHINE-FAMILY FUN DAY 13	\$400.00
EFT4416	MJB INDUSTRIES	SUNDRY CONCRETE AND PIPING SUPLIES	\$21,647.10
EFT4417	JACKSONS DRAWING SUPPLIES PTY LTD	CLAY WORKSHOP FOR FAMILY FUN DAY 2013	\$89.58
EFT4418	NANNUP SURVEYS	MOWEN ROAD CONSTRUCTION SURVEY	\$8,241.75
EFT4419	CPS WEAR PARTS	SUNDRY SUPPLIES	\$2,127.64
EFT4420	BLACKWOOD VALLEY BUS SERVICE	BUS TO BUNBURY 18TH JANUARY 13	\$494.00
EFT4421	IMINI HOLDINGS PTY LTD	HIRE OF OFFICE FOR CARAVAN PARK	\$1,023.00
EFT4422	BUSSELTON TOYOTA	15,000KM SERVICE FOR TOYOTA CAMRY ATARA	\$243.80
EFT4423	SETTLERS ROOFING AND GRADING	WATER CARTING 17.12.12 TO 25.1.13	\$12,826.00
EFT4424	PM TREASURE - EARTHMOVING CONTRACTOR	GRADER HIRE	\$37,950.00
EFT4425	PETER TILLEY	WATER CART FROM 14.1.13-18.1.13	\$7,139.00
EFT4426	MARGARET RIVER CLIMBING COMPANY	ABSEILING FOR CAMP YAC 2013	\$670.00
EFT4427	A TASTE OF NANNUP	SUNDRY OFFICE FURNITURE - NANNUP VISITORS CENTRE	\$450.00
EFT4428	GL & RK DICKSON	SUPPLY AND INSTAL CHAIN MESH FENCE @ WMF	\$9,922.00
EFT4429	YOHO PIZZA / CHARLES CANNON	CATERING FOR COUNCIL DINNER	\$350.00
EFT4430	EDGE PLANNING & PROPERTY	PLANNING SERVICES	\$3,029.40
EFT4431	MADER RICKARD CIVIL PTY LTD	HIRE OF MACHINERY	\$164,626.00
EFT4432	J M COMMUNITY DEVELOPMENT PROJECTS	AGED HOUSING PLAN CONTINUED	\$1,100.00
EFT4433	LONSDALE PARTY HIRE	AUSTRALIA DAY MARQUEES CHAIRS AND FRIDGE	\$1,830.00
EFT4434	YALLINGUP SURF SCHOOL	YAC CAMP 2013	\$350.00
EFT4435	PREMIER ARTISTS PTY LTD	JAMES RAYNE AND BAND	\$6,600.00
EFT4436	STAPLES AUSTRALIA PTY LTD	STATIONARY, LOLLIES AND BISCUITS	\$213.55
EFT4437	MINING AND CIVIL PLANT HIRE PTY LTD	MACHINE HIRE-140H GRADER	\$18,876.00
EFT4438	DRACOM SERVICES	FIREBREAK INSPECTIONS FIELD AND OFFICE WORK	\$1,665.00
EFT4439	NAS SECURITY	NANNUP SHIRE OFFICE SECURITY INSTALLATION	\$1,230.00
EFT4440	BRENTON BOOTHEY	ABSEILING / CAMP ASSISTANT- SCHOOL HOL PROGRAM	\$591.56
EFT4441	BLACKWOOD RIVER CANOEING	CANOE HIRE 16 PEOPLE	\$160.00
EFT4442	CAPE TO CAPE EXPLORER TOURS	OUTDOOR ADVENTURE AND LEADERSHIP EXPERIENCE	\$300.00
EFT4443	BLACKWOOD CARPET CLEANING	CARPET CLEANING	\$420.00
EFT4444	DINO'S BULK HAULAGE	130T CLEAN FILL SAND	\$3,323.80
EFT4445	ORANA CINEMAS BUSSELTON	MOVIE TICKETS FOR THE YAC CAMP	\$131.00
EFT4446	PHASE 1 AUDIO	SOUND FOR CONCERT- RYTHMS BY THE RIVER	\$11,396.00
EFT4447	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	APPARATUS RENEWAL FEES FOR LAND MOBILE SYSTEM	\$100.00
EFT4448	BELL FIRE EQUIPMENT	POWDER EXTINGUISHERS - SES BUILDING	\$654.50
EFT4449	NANNUP ELECTRICAL SERVICES	DISCONNECT POWER AT RIVERSBEND CARAVAN PARK	\$110.00
EFT4450	CJD EQUIPMENT PTY. LTD.	1 BATTERY BUCKET	\$4,642.15
EFT4451	D & J MILLER (DO YOUR BLOCK CONTRACTING)	WATERCARTING FOR MOWEN ROAD 17.12.12 TO 25.1.13	\$20,933.00
EFT4452	DOBBIN DESIGN	TOWN HALL WORKS	\$3,744.72
EFT4453	GUMPTION PTY LTD	SUPPLY AND DESIGN 2 OUTDOOR BANNERS	\$1,600.00
EFT4454	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT DELIVERIES	\$243.80
EFT4455	INSIGHT CCS PTY LTD	AFTERHOURS CALLS - DECEMBER 2012	\$139.96
EFT4456	LOCAL GOVERNMENT MANAGERS AUSTRALIA	2013 LGMA FINANCE PROFESSIONALS CONFERENCE	\$860.00
EFT4457	METAL ARTWORK CREATIONS	FIVE NAME BADGES	\$60.50
EFT4458	NANNUP STATE EMERGENCY SERVICE	PETTY CASH	\$500.00
EFT4459	NANNUP LIQUOR STORE	REFRESHMENTS	\$110.99
EFT4460	PRESTIGE PRODUCTS	DOG LITTER BAGS	\$247.50
EFT4461	SW PRECISION PRINT	FAMILY FUN DAY POSTERS, FLYERS, ARTWORK	\$732.00
EFT4462	SYNERGY	ELECTRICITY EXPENSES	\$1,867.89
EFT4463	SCOTT RIVER JASPER BUSH FIRE BRIGADE	FIRE SHED HIRE FOR SCHOOL HOLIDAY ACTIVITIES	\$30.00
EFT4464	SCOTTIES EXCAVATIONS	HIRE OF MACHINERY 17.12.12-18.1.13	\$50,908.00
EFT4465	STEWART & HEATON CLOTHING CO. PTY LTD	SAFETY WEAR	\$317.46
EFT4466	LOUISE STOKES	REIMBURSEMENT OF TRAVEL EXPENSES	\$322.60
EFT4467	TRADE HIRE	EQUIPMENT HIRE	\$932.00
EFT4468	TRACIE BISHOP	RE-IMBURSMENT OF EXPENSES	\$31.85
EFT4469	WORTHY CONTRACTING	SEMI WATER TRUCK HIRE 17.12.12-25.1.13	\$50,888.75
EFT4470	WESTSIDE WINDSCREENS	1 X TRUCK WINDSCREEN	\$352.00
EFT4471	CAVALIER PORTABLES & PARK HOMES	PART DEPOSIT - C'PARK MGR ACCOMODATION	\$13,427.51
EFT4472	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$13,400.27
EFT4473	LOOSE GOOSE CHALETS	JAMES REYNE BAND ACCOMODATION	\$525.00
EFT4474	DEPARTMENT OF ENVIRONMENT AND CONSERVATION	WHARNCIFFE MILL CAMP 9-11 JANUARY 2013	\$100.00
EFT4475	NANNUP SURVEYS	SURVEYING ON MOWEN ROAD	\$10,978.00
EFT4476	CAMERON BARKER	MUSIC WORKSHOP	\$550.00

**SHIRE OF NANNUP
ACCOUNTS FOR PAYMENT - FEBRUARY 2013**

Chq/EFT	Name	Description	Amount
EFT4477	NANNUP SKIP BINS	SKIP BIN SERVICE MOWEN ROAD 22.1.13	\$175.00
EFT4478	SOUTHERN SKIRMISH OUTDOOR LASER TAG	CONDUCT GAMES OF LASER TAG AT THE FAMILY FUN DAY	\$650.00
EFT4479	IMINI HOLDINGS PTY LTD	TOILET HIRE	\$1,496.00
EFT4480	BP NANNUP	FUEL EXPENSES	\$170.18
EFT4481	BUSSELTON TOYOTA	NEW LIGHT FOR TOYOTA CAMRY ATARA	\$94.38
EFT4482	SETTLERS ROOFING AND GRADING	WATER CARTING FROM 28.1.13-8.2.13	\$14,036.00
EFT4483	PM TREASURE - EARTHMOVING CONTRACTOR	GRADER HIRE	\$25,190.00
EFT4484	PC MACHINERY	SUBMERSIBLE PUMP	\$1,045.00
EFT4485	PETER TILLEY	JOB WATER CARTING FROM 28.1.13 TO 8.2.13	\$13,733.50
EFT4486	THE FOLK OF THE PUPPETREE	ART WORKSHOP CLAY FOR THE FAMILY FUN DAY	\$350.00
EFT4487	EDGE PLANNING & PROPERTY	PLANNING AND SERVICES BETWEEN 20 JAN-2 FEB 2013	\$2,673.00
EFT4488	MADER RICKARD CIVIL PTY LTD	HIRE OF EQUIPMENT FOR MOWEN ROAD	\$107,668.00
EFT4489	DAVMECH	MOWEN ROAD MECHANICAL WORKS	\$2,180.20
EFT4490	VIC SMITH	PROFESSIONAL FEES FOR 2013	\$466.57
EFT4491	JUSBKIDS	MINI GYM FOR THE FAMILY FUN DAY 13	\$375.00
EFT4492	DEAN GUJA	ENVIRONMENTAL HEALTH WORK	\$2,400.00
EFT4493	BUSSELTON BEARING SERVICES	PAINT BRUSHES	\$23.10
EFT4494	MPM DEVELOPMENT CONSULTANTS	NANNUP DOCUMENT & DESIGN MAINSTREET PROJECT	\$10,718.40
EFT4495	STAPLES AUSTRALIA PTY LTD	STATIONERY SUPPLIES	\$23.66
EFT4496	MINING AND CIVIL PLANT HIRE PTY LTD	MACHINE HIRE 140 GRADER	\$12,936.00
EFT4497	BUNBURY TRUCKS	P/O-13542 SERVICE P315	\$611.25
EFT4498	DRACOM SERVICES	FIREBREAK INSPECTIONS FIELD & OFFICE WORK	\$887.00
EFT4499	DANIEL EDDY	REIMBURSEMENT OF EXPENSES	\$98.42
EFT4500	BRENTON BOOTHEY	FAMILY FUN DAY ASSISTANT	\$200.00
EFT4501	RESULTS MANAGEMENT AUSTRALIA	FACILITATION OF CRITICAL CONVERSATIONS TRAINING	\$1,540.00
EFT4502	GREG FLEAY'S PLUMBING SERVICE	FIT NEW BACKFLOW PREVENTION DEVICE	\$2,411.54
EFT4503	QUEENSBERRY INFORMATION AND TECHNOLOGY	DOMAIN RENEWAL OF NANNUPWA.COM FOR 1 YEAR	\$33.00
EFT4504	BUSSELTON TEE-BALL ASSOCIATION INC.	KIDS SPORT VOUCHERS	\$950.00
EFT4505	FONTYS HIRE	HIRE OF VIBE MACHINES	\$88.00
EFT4506	SOUNDLAND	FAMILY FUN DAY PA HIRE AND MUSIC	\$1,000.00
EFT4507	BLUEHOUSE B&B	AUSTRALIA DAY ACCOMODATION - 2 ADULTS	\$120.00
EFT4508	BEAN BAGS R US	2 X BEAN BAGS FOR THE YAC SPACE	\$220.00
EFT4509	BUSSELTON TELEPHONES	TECHNICIAN LABOUR CHARGE	\$245.00
EFT4510	BLACKWOODS	SUNDRY SUPPLIES	\$75.07
EFT4511	COATES HIRE	HIRE OF EQUIPMENT ROLLER PAD DRUM X2	\$24,011.54
EFT4512	HOLCIM AUSTRALIA PTY LTD	SAND STABILIZATION AT MOWEN ROAD	\$22,990.00
EFT4513	GEOGRAPHE SAWS & MOWERS	SUNDRY SUPPLIES	\$3,000.50
EFT4514	D & J MILLER (DO YOUR BLOCK CONTRACTING)	WATER CARTING	\$13,733.50
EFT4515	TOLL IPEC ROAD EXPRESS PTY LTD	FREIGHT EXPENSES	\$34.22
EFT4516	K & C HARPER	FORESHORE PARK MAINTENANCE	\$184.25
EFT4517	MALATESTA ROAD PAVING	ROAD SUPPLIES	\$24,383.50
EFT4518	NANNUP NEWSAGENCY	STATIONARY AND POSTAGE FOR JANUARY 2013	\$856.18
EFT4519	NANNUP LIQUOR STORE	REFRESHMENTS	\$158.84
EFT4520	PRESTIGE PRODUCTS	CLEANING SUPPLIES	\$454.41
EFT4521	RICOH BUSINESS CENTRE	PHOTOCOPIER EXPENSES	\$521.66
EFT4522	SYNERGY	ELECTRICITY EXPENSES	\$3,702.55
EFT4523	SCOTTIES EXCAVATIONS	HIRE OF MACHINERY	\$25,432.00
EFT4524	STEWART & HEATON CLOTHING CO. PTY LTD	SAFETY WEAR	\$158.73
EFT4525	LOUISE STOKES	REIMBURSEMENT OF EXPENSES	\$49.50
EFT4526	WALGA	EMERGENCY MANAGEMENT FORUM	\$95.00
EFT4527	WORTHY CONTRACTING	HIRE OF EQUIPMENT - SEMI WATER CART HIRE	\$20,982.50
EFT4528	DAVMECH	MACHINERY MAINTENANCE - MOWEN ROAD	\$5,924.63
		<i>Total Municipal EFT Payments:</i>	\$1,044,353.79
19074	ANTHONY DEAN	SHIRE PRESIDENT ALLOWANCE 2012/13	\$8,640.00
19075	LEAWAY INVESTMENTS PTY LTD	MOWEN ROAD TESTING	\$4,807.00
19076	BUNNINGS WAREHOUSE - BUNBURY	SUNDRY SUPPLIES	\$16.54
19077	LIONS CLUB OF NANNUP	DONATION TO COST OF CHARITY AUCTION	\$295.00
19078	SHIRE OF NANNUP	PETTY CASH REIMBURSEMENT	\$130.90
19079	TELSTRA	TELSTRA EXPENSES - SES	\$238.95
19081	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	\$1,451.21
19082	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$747.10
19083	IIML ACF IPS APPLICATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$456.52
19084	AMP SUPERLEADER	SUPERANNUATION CONTRIBUTIONS	\$146.22
19085	CHALLENGER	SUPERANNUATION CONTRIBUTIONS	\$216.70
19086	GENERATIONS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$314.28
19087	BT LIFETIME SUPER EMPLOYER PLAN	SUPERANNUATION CONTRIBUTIONS	\$56.99
19088	AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$110.65

**SHIRE OF NANNUP
ACCOUNTS FOR PAYMENT - FEBRUARY 2013**

Chq/EFT	Name	Description	Amount
19089	CITY OF BUSSELTON	RANGER EXPENSES	\$205.00
19090	TITAN VIEW	ELEVEN PROJECT FILM HIRE	\$88.00
19091	AGRIZZI FARM MACHINERY	REPAIR/REPLACE PARTS ON DIGGER	\$266.00
19092	BUNNINGS WAREHOUSE - BUNBURY	SUNDRY SUPPLIES	\$30.21
19093	BUNNINGS- BUSSELTON	SES SUPPLIES	\$284.70
19094	SHIRE OF NANNUP	VEHICLE REGISTRATION	\$18.85
19095	TELSTRA	TELEPHONE EXPENSES	\$15.00
19096	CHRIS WILLIAMSON	FLAG WORKSHOP FOR THE FAMILY FUN DAY 2013	\$445.00
		<i>Total Municipal Cheque Payments:</i>	\$18,980.82
99360	SG FLEET AUSTRALIA P/L	CESM LEASE VEHICLE	\$315.59
99361	CORPORATE CREDIT CARD - SHIRE OF NANNUP	SUNDRY EXPENSES	\$1,071.38
99362	RMS SOFTWARE AUST P/L ** DIRECT CREDIT***	BOOKING SERVICE - CARAVAN PARK	\$82.50
99363	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 37 REPAYMENT	\$1,672.98
99364	BP AUSTRALIA	FUEL EXPENSES	\$41,893.12
99365	CALTEX AUSTRALIA	FUEL EXPENSES	\$199.27
99366	TELSTRA	TELEPHONE EXPENSES	\$3,585.23
99367	WESTNET	INTERNET EXPENSES	\$141.33
		<i>Total Municipal Direct Debit Payments</i>	\$48,961.40
22766	DEPARTMENT OF AGRICULTURE	REFUND BOND PAID 8.1.13 RECIEPT 35653	\$200.00
		<i>Total Trust Fund Payments:</i>	\$200.00
		TOTAL MUNICIPAL PAYMENTS FOR PERIOD	\$1,112,296.01
		TOTAL TRUST PAYMENTS FOR PERIOD	\$200.00
		TOTAL PAYMENTS FOR PERIOD:	\$1,112,496.01