



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

## Agenda Attachments

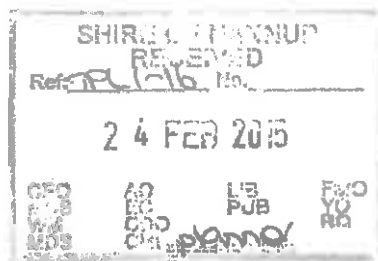
Item	Attach	Title
<b>12.1.</b>	1	Submissions
	2	Schedule of Submissions
	3	Shire of Nannup Submission on Draft Planning and Development (Local Planning Schemes) Regulations 2014
	4	Suggested area to be covered by the proposed Local Planning Policy Residential Development and Design relating to the Amendment 16 proposal for single dwellings
<b>12.2.</b>	1	Local Planning Policy No.19 Heritage Conservation – version seeking final adoption
	2	Submissions
	3	Current Local Planning Policy No. 19 Heritage Conservation (2011)
	4	Extract of Shire of Nannup Municipal Heritage Inventory (1996)
	5	Extract of Shire of Nannup Local Planning Scheme No. 3
<b>12.3.</b>	1	Original information from applicant
	2	Location plan
	3	Submissions
	4	Updated information from applicant
	5	Local Planning Policy – Chalet Development
	6	Bush fire attack (BAL) assessment
<b>12.6</b>	1	Site Plan and Technical Drawing
<b>12.7</b>	1	Proposed Schedule of Fees and Charges for 2015/16
<b>12.8</b>	1	Financial Statements for the period ending 28 February 2015

**Shire of Nannup  
Ordinary Council Meeting Agenda: 26 March 2015**

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	2	Table Showing Detailed Variances for 2014/15
<b>12.9</b>	1	Internal Control Manual
<b>12.10</b>	1	Register of Delegations 2014/15 – Separate Cover.
	2	Sections 23, 25 and 48 of the Bush Fires Act 1954
<b>12.11</b>	1	Financial Policies
<b>12.12</b>		Schedule of Accounts for Payment – February 2015

**E-MAILED**  
to ST 24/2/15



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24 February 2015

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

Dear Mr Jennings

**Scheme Amendment No. 16 to the Shire of Nannup Local Planning Scheme No. 3**

On behalf of the Housing Industry Association (HIA) I would like to provide the following comments to Council in relation to the draft Scheme Amendment No. 16 to Local Planning Scheme No. 3.

HIA is opposed to this amendment on the basis that is contrary to good planning process and seeks to use a design code to effective zone and designate approval requirements.

The Council appears to accept that the majority of single dwelling houses should only require a building permit where they meet the minimum requirements under the R-Codes. However the report suggests that there are certain areas (localities) whereby the design of a single dwelling is a matter that council should be able to review through a planning application.

HIA believes that where these localities exist, Council should look to identify them using the zoning of the site or overlays that clearly designate where 'unique' areas exist. The proposed 'head of power' to rely on a local planning policy to designate when an application is required is not considered appropriate.

The proposed amendment will essentially lead to a situation whereby to assess whether a home does or does not comply with the local planning policy, a planning permit must be submitted for all single dwelling applications.

It is also extremely concerning to see Council taking this approach following the recent announcement by the State Government that they will be making changes to the legislation to ensure that single dwellings that comply with the R-Codes do not require planning approval.

If you would like to discuss this issue in more detail, please do not hesitate to contact me directly on (08) 9492-9200 or [j.gelavis@hla.com.au](mailto:j.gelavis@hla.com.au).

Yours sincerely

HOUSING INDUSTRY ASSOCIATION LIMITED



John Gelavis  
Executive Director

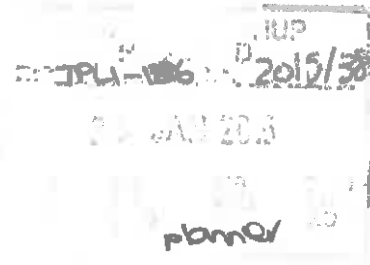
CC: [Jane.buckland@nannup.wa.gov.au](mailto:Jane.buckland@nannup.wa.gov.au)  
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**E-MAILED**  
-65T 24/2/15

Your Ref: TPL1-17 No  
Our Ref: 853/6/17/3 P16 & TPS/1544  
Enquiries: David Brash

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



Dear Sir/Madam

**TOWN PLANNING SCHEME 3 AMENDMENT NO. 16**

Thank you for the opportunity to comment on the above mentioned planning proposal.

The WAPC/DoP will be required to formally consider this matter following Council's assessment/decision, and in doing so will need to have due regard to:

- i) the recommendation of the Council (including the proposal's suitability and any recommended modifications); and
- ii) any issues raised during the advertising period (i.e. from public and government agency submissions).

Given that the above matters are currently unknown, it would be premature for the Department to provide comments at this time, as this could potentially prejudice the WAPC's informed consideration of the proposal.

Notwithstanding the above, the Department would be happy to discuss any specific issues that the Local Government identifies during its assessment and provide advice if required.

Yours sincerely

Tim Hillyard  
Secretary  
Western Australian Planning Commission

20 January 2015

SECRET

**Shire of Nannup Local Planning Scheme No. 3  
Scheme Amendment No. 16 – Schedule of Submissions**

No.	Name and Address of Submitter	Summary of Submissions	Council's Comments	Council's Recommendation
1	<p>Tim Hillyard Secretary Western Australian Planning Commission South West Office Sixth Floor Bunbury Tower 61 Victoria Street Bunbury WA 6230</p>	<p>The WAPC/DoP will consider the amendment request following Council's decision. It would be premature for the Department to provide comments at this time, as this would potentially prejudice the WAPC's informed consideration of the proposal.</p>	<p>That the submission is noted.</p>	<p>No modification to the amendment is required.</p>
2	<p>John Gelavis Executive Director Housing Industry Association Limited PO Box 1494 Osborne Park WA 6916</p>	<p>Opposed to the amendment.</p> <p>Opposed on the basis that it is contrary to good planning process and seeks to use a design code to effectively zone and designate approval requirements.</p> <p>HIA suggests that where localities exist with unique characteristics, that Council should look to identify them using the zoning of the site</p>	<p>That the submission is noted.</p> <p>Disagree that Amendment 16 is contrary to good planning process or planning outcomes. There are only a relatively low number of Building Permits for single dwellings each year in Nannup and most of these single houses would not require the submission of a Planning Application as envisaged by the proposed <i>Local Planning Policy – Residential Development and Design</i> (Policy).</p> <p>The proposed Policy will not impact on the zoning of a property.</p> <p>The advertised version of Amendment 16 assumed the Policy would apply the Amendment 16 proposal relating to relevant single houses throughout the district. To provide increased certainty to the development industry and builders in particular, it is now suggested that the future Policy, relating to single houses, only apply to the</p>	<p>Minor modification to the amendment is required to in part address some of the HIA concerns.</p> <p>The Council supports the WAPC assessing the and endorsing the proposed <i>Local Planning Policy – Residential Development and Design</i> particularly in relation to single</p>

	<p>or overlays that clearly designate where "unique" areas exist. The proposed "head of power" to rely on a local planning policy to designate when an application is required is not considered appropriate.</p>	<p>Nannup townsite (based on zoning rather than as set out in the <i>Land Administration Act 1997</i>). The suggested area is outlined in Attachment 12.1.4.</p> <p>The Policy, on other matters, is however expected to apply throughout the district and set out guidelines for residential development and design which include single houses, grouped dwellings, caretaker dwellings and other forms of long-term habitable accommodation. One Policy that addresses all these forms of residential development is considered preferable and will be easier for stakeholders to understand than a number of separate policies.</p> <p>It is suggested that a Local Planning Policy is considered appropriate and will adopt a transparent approach which provides an appropriate balance between certainty and flexibility. The provision of a plan showing the extent of the area covered by the Amendment 16 proposal will not be difficult to implement and will be readily understood by the development industry.</p> <p>If required, it may be appropriate to address the matter raised by HIA through a possible Special Control Area in the review of Local Planning Scheme No. 3.</p> <p>Incorrect. It is suggested that there will be a need to submit a Planning Application for only a handful of single houses each year that are completely out of character and/or could detrimentally impact an area's amenity. The WAPC endorsed Policy will be publicly available on the Shire's website and at the Shire office.</p> <p>It is highlighted that the Council, the development industry and large sections of the community do not want to see Planning Applications for most single houses. Overall, the Council seeks to improve the efficiency and effectiveness of the planning system. As part of this, Amendment 13 (recently gazetted) significantly expanded the range of low-key and low-risk forms of development that do not require the</p>	<p>houses on design considerations.</p> <p>Further, the Council supports the Amendment 16 proposal, relating to design matters for single houses, only apply to the Nannup townsite for the area set out in Attachment 12.1.4.</p>
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		<p>submission of a Planning Application.</p> <p>Disagree. The <i>Draft Planning and Development (Local Planning Schemes) Regulations 2014</i> are still in draft form. The Shire of Nannup, WALGA and other stakeholders raised concerns regarding all single houses going straight to a Building Permit. Besides design considerations raised in Amendment 16, there are instances where a Planning Application is required for single dwellings to get better planning outcomes. For instance, in the Shire of Nannup, planning approval is required where the dwelling is within the floodplain or is on a lot which does not have access to a dedicated and/or constructed public road.</p> <p>It is suggested that the draft Regulations and the HIA concerns should also be put into context including:</p> <ul style="list-style-type: none"> <li>• it follows gazettal of Amendment 13 which extended the range of permitted development to a far greater extent than set out in the draft Regulations. Amendment 13 will assist the planning system to be increasingly effective and efficient;</li> <li>• Amendment 16 achieves a balanced outcome which is suitable for Nannup's context. This includes there are a relatively low number of Building Permits for single dwellings each year in Nannup, larger building companies generally don't operate in Nannup and most new dwellings will be a single house (one dwelling per lot);</li> <li>• poor designs will detrimentally impact on Nannup's amenity and have economic implications. It is highlighted that much of Nannup's tourism and economic development derives from its built and natural character. Examples of potentially inappropriate designs in the Nannup townsite are "shouses" (barn/outbuilding style dwellings); dwellings constructed from dongas and sea containers along with Tudor and Mediterranean styles. For instance, "shouses" provide minimal windows or no verandas and are considered by many community members as visually unappealing and result in undesirable residential character;</li> </ul>
	<p>It is also extremely concerning to see Council taking this approach following the recent announcement by the State Government that they will be making changes to the legislation to ensure that single dwellings that comply with the R-Codes do not require planning approval.</p>	

		<ul style="list-style-type: none"><li>• addressing character is a valid planning consideration especially for the Nannup townsite, relative to rural areas in the district or outer suburban areas in Perth;</li><li>• a “one size fits all” approach across the State does not respect local circumstances and Nannup’s character; and</li><li>• Amendment 16 is consistent with various WAPC strategies including <i>State Planning Strategy 2050</i>, <i>South-West Framework</i> and the draft <i>South West Regional Planning and Infrastructure Framework</i>. The Framework and the draft Framework include various statements relating to design including:<ul style="list-style-type: none"><li>- facilitating high-quality urban design that is sensitive to, and enhances the identity and character of the South-West’s towns and settlements;</li><li>- ensuring that new development reflects and enhances the natural, cultural, visual and built character of the local and regional landscape; and</li><li>- ensuring that new development reflects the South-West’s climate and incorporates climate design principles, including orientation, siting, passive climate control, sustainable recycling, and efficient water management.</li></ul></li></ul>	
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**E-MAILED**  
2011/15



20<sup>th</sup> January 2015

Our Ref: TPL9

Hon. John Day MLA  
Minister for Planning; Culture and the Arts; Manager of Government Business in the  
Legislative Assembly  
Ipsregulations@planning.wa.gov.au

Dear Minister

## **DRAFT PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2014**

### **Introduction**

I refer to your invitation to comment on the draft Regulations.

The purpose of this submission is to highlight key aspects of the draft Regulations which are supported and where modifications should be considered. To avoid repetition, the Shire supports the submission made by WALGA which goes into greater detail on various matters.

### **Overview**

Overall, the draft Regulations contain positive measures that should assist to improve the effectiveness and efficiency of the Western Australian planning system. Supported initiatives include:

- a simpler process for preparing new local planning schemes;
- a risk-based amendment process with the creation of the three categories of Amendments to Local Planning Schemes, basic, standard and complex with varying time frames;
- changing the scheme review process to a five year review and a full review undertaken at ten years;
- streamlining and standardisation of the structure plan approval process;
- removing the dual approval of structure plans, provided that the Department of Planning are appropriately resourced to fulfil this role, or appropriate delegations for certain types of structure plans are arranged for local government;
- the inclusion of a 90 day period within which the WAPC can consider a structure plan; and
- the use of electronic means and/or websites for advertising processes and notification of endorsed plans or approvals.

## **Part 2 Regulation 10(4) Deemed Provisions**

The Shire supports the concept of deemed provisions to reduce the size of Planning Schemes and to increase consistency and certainty for stakeholders in Western Australia. There is however a need to clarify whether the deemed provisions are required to be included verbatim in the individual Schemes or are they merely referenced in each Scheme and only accessed through the Regulations.

## **Part 7 - Development Contribution Schemes**

The provision of standardised deemed provisions for processes and implementation of Development Contribution Schemes is overall supported. The associated Discussion Paper outlines that State Planning Policy 3.6 is being reviewed concurrently and that the outcome of that review will be incorporated in the final version of the Regulations. The review of SPP3.6 provides opportunities to simplify Development Contribution Plans and reduce upfront and on-going costs.

The Shire notes that Development Contribution Plans are often complex and have a considerable on-going administrative and resourcing burden for local government – especially in regional areas. In many cases, it is not cost-effective to establish and operate a Development Contribution Plan. The inability to however obtain certain developer contributions can however deprive local government of resources to undertake required improvements which are of importance to its community.

## **Schedule 1 – Clause 35**

Many of the zone colours are very similar and can create difficulties for users to distinguish zones such as Rural, Rural Residential and Rural Smallholdings. It is suggested there are opportunities to provide a greater range of colours that are ideally solid rather than having for instance a green fill and different colour border.

## **Schedule 2 Part 6 Clause 36 Development for which development approval not required**

By way of background, the *Shire of Nannup Local Planning Scheme No. 3* contains extensive permitted development that assist to make the planning system more effective and efficient. Accordingly, there is support to not require development approval for low-key and low-risk forms of development. The only aspect not supported in Clause 36 relates to single dwellings which are outlined later in this submission.

This section of the draft Regulations should be expanded to provide a more complete list of what types of development should be excluded from development approval given it primarily focuses on residential proposals. There is limited focus on commercial, industrial and rural development proposals that don't require development approval.

The deemed provisions should also include Special Control areas or Special Use Zones as one of the factors that would require a planning approval to be required.

Depending on how the Bush Fire Regulations are enacted, it may also include single houses in Bushfire Prone Areas that have a BAL-FZ rating.

### **Schedule 2 Part 6 Clause 36 (1) (d) Single house and minor development exemptions**

This section should be amended to state that single houses are exempt 'if the development satisfied the deemed-to-comply requirements of the R-Codes and the requirements of the local planning scheme and endorsed local planning policies' (bold added). This will ensure that the deemed provisions accurately reflect local variations endorsed through any specific local planning scheme provisions as well as any local planning policies adopted in accordance with Clause 7.3 of the R-Codes.

The *Shire of Nannup Local Planning Scheme No. 3* sets out those most single dwellings do not require development approval. There are however instances where development approval is required for single dwellings to get better planning outcomes. For instance, development approval is required where the dwelling is within the floodplain or is on a lot which does not have access to a dedicated and/or constructed public road.

It is also suggested that a development application is required for a single house in circumstances where the design is completely out of character with the area as set out in an endorsed Local Planning Policy. An example is a house constructed from sea containers or dongas within the Nannup townsite. Should the Regulations be gazetted as currently drafted, there are threats that poor designs will detrimentally impact on Nannup's amenity and have economic implications. It is highlighted that much of Nannup's tourism and economic development derives from its built and natural character.

There is a need for a statutory head of power for the local government, through the planning system, to consider design matters for single houses even where they comply with the R-Codes. Accordingly, the Shire seeks modifications to Schedule 2 Part 6 Clause 36(1)(d) as outlined above.

It is suggested the recommended revised Clause will not be difficult to implement. There is of course a need to clearly advise the community, the development industry and other stakeholders that they must check the local planning scheme provisions and local planning policies. Additionally, there is a need for local governments to have their Local Planning Policy requirements clearly set out on their website.

### **Resourcing the Department of Planning**

To make the planning reform agenda a reality, there is a critical need for the Department of Planning to be effectively resourced. Correspondingly, it is suggested the Department should increasingly focus its resources on strategic matters and on matters where it can 'add value' to the planning system.

## **Instant Start and Verification processes**

While separate to the draft Regulations, the Shire is concerned about the Minister for Commerce's media release about the proposed 'Instant Start' and the proposed 'Verification' process for R-Code and planning approvals, as part of the Building Certification process.

There are various liability and enforcement concerns in implementing these proposals. It ultimately could be a major risk for the individual owner if the permit is unable to be issued or follow-up enforcement is initiated. Additionally, it is suggested that the proposal will not assist in the streamlining of building approvals as promoted by the media release. Given a certificated application only takes 10 days to issue the Building Permit, it is unlikely that a builder will be ready for an immediate start given the scheduling regimes required.

It is suggested that the 'Instant Start' proposal is unwarranted and ill-considered. The Shire supports the State Government shortly meeting with stakeholders, including WALGA, to work through the implications of the proposed processes and to appropriately address issues.

### **Next steps**

The Shire trusts that you will take on board the matters raised in this submission and that the draft Regulations are revised before being gazetted.

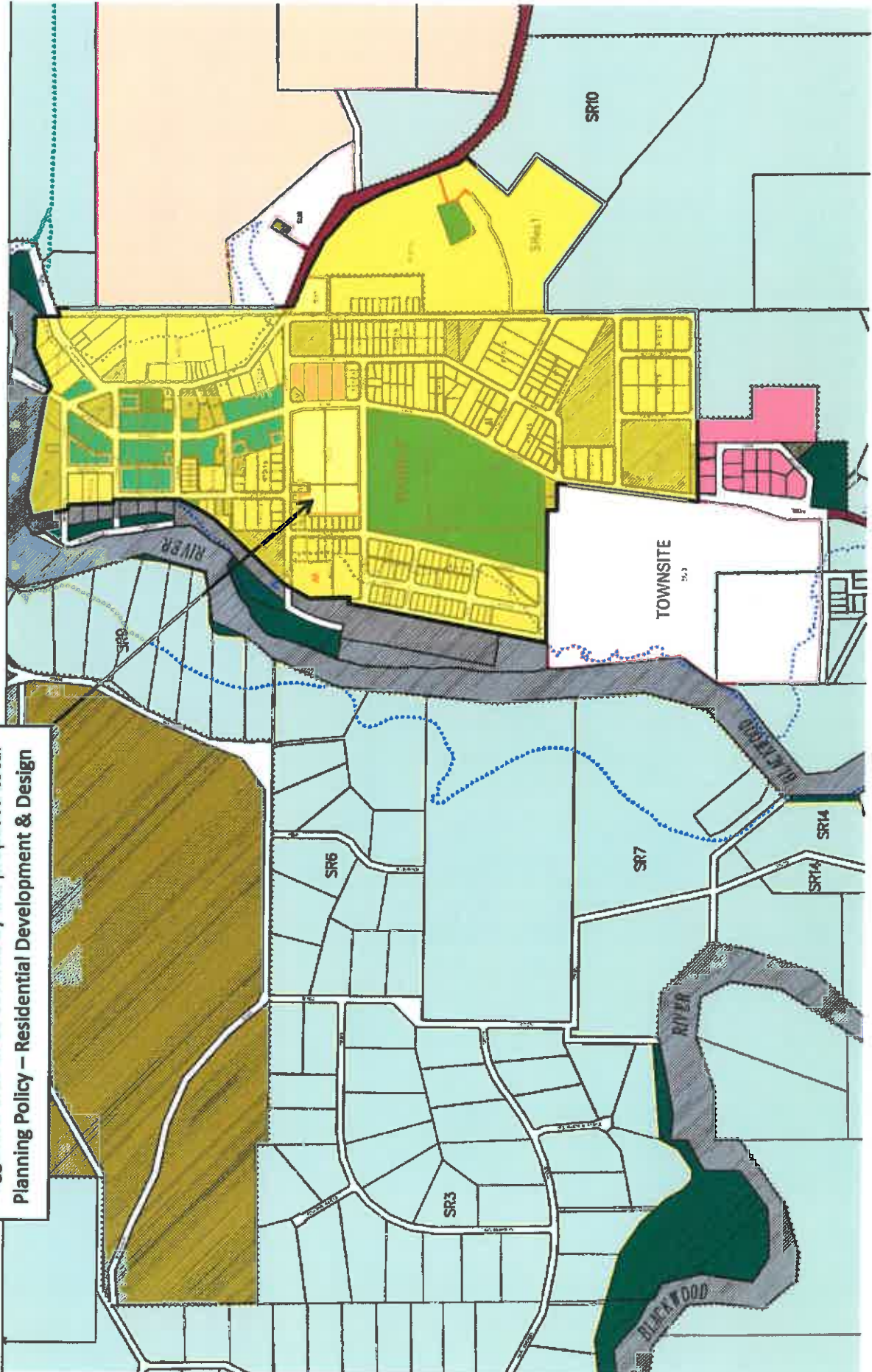
Please contact the Shire's Planning Unit or myself on 97561018 should you wish to discuss or clarify matters raised in the submission.

Yours sincerely



**VIC SMITH**  
**ACTING CHIEF EXECUTIVE OFFICER**

Suggested area to be covered by the proposed Local Planning Policy – Residential Development & Design



<b>Policy Number:</b>	LPP 019
<b>Policy Type:</b>	Local Planning Policy
<b>Policy Name:</b>	<b>Heritage Conservation</b>
<b>Policy Owner:</b>	Chief Executive Officer

**Authority:** *Shire of Nannup Local Planning Scheme No.3 (LPS No. 3)*  
*Heritage of Western Australia Act 1990*

## BACKGROUND

The Shire of Nannup Local Government Inventory, also commonly known as a "municipal heritage inventory", identifies places within the district that have cultural heritage significance. The compilation of a Local Government Inventory is a requirement of Clause 45 of the *Heritage of Western Australia Act 1990*.

Heritage places on the Shire of Nannup Local Government Inventory have been classified with a Management Category either as 'A', 'B', 'C' or 'D'. Those places with the greatest heritage significance have also been identified for inclusion on the Heritage List pursuant to the *Shire of Nannup Local Planning Scheme No.3* ("the Scheme"). Heritage places with Management Categories 'A', 'B' and 'C' are included on the Heritage List, while places with a Management Category of 'D' are not included on the Heritage List.

Places that are considered to be of significant heritage value and worthy of conservation are identified on the Heritage List set out in Attachment 1 of this Policy. **Modifications to the Heritage List are to address clauses 7.1.3 and 7.1.6 of the Scheme**

Aboriginal heritage is protected by the *Aboriginal Heritage Act 1972*. This Policy does not apply to the conservation of Aboriginal heritage except where Aboriginal heritage is included within the Heritage List or is within a designated Heritage Area.

The Scheme establishes a Heritage Area over a portion of the Nannup town centre. Clause 7.2 of the Scheme also enables additional Heritage Areas to be established.

## OBJECTIVES

The purpose of this Policy is to:

1. Set out development control principles for places on the Heritage List established pursuant to the Scheme, for other places on the *Shire of Nannup Local Government Inventory* and for development within a Heritage Area.
2. Provide further direction on the development control principles contained within *State Planning Policy 3.5 Historic Heritage Conservation*.
3. Provide increased certainty to landowners and the community about the development control principles for heritage conservation and protection.

The objectives of this Policy are:

1. To ensure that works, including conservation, restoration, alterations, additions, changes of use and new development, respect the cultural heritage significance



associated with places listed on the Heritage List and for development within a Heritage Area.

2. To encourage opportunities for interpretation where it can enhance understanding and enjoyment of heritage places and strengthen the relationships between the community and its heritage.
3. To conserve and protect places and areas of heritage significance within the district.
4. To provide information that assists property owners and/or managers to understand and appreciate the cultural heritage significance of heritage properties and areas.

## APPLICATION

This Policy applies to places entered on the Heritage List, pursuant to the Scheme, which are outlined in Attachment 1 along with development within a Heritage Area. General guidance is also provided to heritage places with a Management Category D in Attachment 2. Attachment 2 sets out additional policy provisions for places with Management Categories 'A', 'B', 'C' and 'D' with a particular focus for places on the Heritage List.

## DEFINITIONS

**Adaptation** means the modification of a place to suit proposed compatible use or uses.

**Archival Record** means a document containing drawings, photographs and written information prepared in order to record the state of a place at a given time, usually prior to demolition or major change. The Heritage Council of Western Australia has prepared standards for archival recording.

**Conservation** means all the processes of looking after a place so as to retain its cultural heritage significance. It includes maintenance and may, according to circumstances, include preservation, restoration, reconstruction and adaptation. Conservation will commonly involve a combination of more than one of these.

**Conservation Plan** means a document that details how to identify and look after the significant cultural values of a place. Its preparation involves a systematic way of considering, recording and monitoring actions and decisions relating to all aspects of managing a place. The Heritage Council of WA provides guidelines for the preparation of conservation plans to ensure that all important matters are considered.

**Cultural Heritage Significance** means the aesthetic, historic, social and scientific values of a place for past, present or future generations.

**Heritage Area** means an area of land that has identified cultural heritage significance and character which is desirable to conserve.

**Heritage Agreement** means a contract under section 29 of the *Heritage of Western Australia Act 1990* which is undertaken on a voluntary basis by the owners of a heritage place. The agreement binds current and successive owners to a set of conservation conditions and may provide compensating benefits in some circumstances. The purpose of a Heritage Agreement is to secure the long-term conservation of a heritage place. A Heritage Agreement attaches to the land and is confirmed through a Memorial placed on the land title.

**Heritage Impact Statement** means a report that evaluates the likely impact of proposed development on the significance of a heritage place and its setting, or on the heritage area

within which it is situated. The report may also outline measures, through which as to how any detrimental impact may be minimised. The Heritage Impact Statement should address:

- How will the proposed works affect the cultural heritage significance of the place?
- What alternatives have been considered to ameliorate any adverse impacts?
- Will the proposal result in any heritage conservation benefits that may offset any adverse impacts?

**Note:** The Heritage Council of WA has produced a guide and form for the preparation of Heritage Impact Statements. This information is available on the Heritage Council's website.

**Heritage List** means a list of places that has been adopted under the Local Planning Scheme (outlined in Attachment 1 of this Policy).

**Heritage Place** means a building, structure, site, area of land or other physical element valued for its cultural (or historic) heritage significance, together with associated contents and surrounds.

**Interpretation** means all the ways of presenting the significance of a heritage place. Interpretation can include the use of colour, lighting, furnishings, historic material or signage or a combination of these to tell the story of the building or place.

**Interpretation Plan** is a document that explains the ways in which a place could be interpreted. Interpretation Plans should aim to increase both our understanding and our enjoyment of heritage places.

**Local Heritage Contract** means a contract between the owners of a heritage place and the local government undertaken on a voluntary basis by the owners in return for planning concessions or a rate rebate agreed to by the local government. The agreement binds the current owner to a set of conservation conditions in return for identified and agreed compensating benefits.

**Significant Fabric** means all the physical material of the place including components, fixtures, contents, and objects that contribute to the heritage significance of the place.

**Significant Trees** means trees that have been identified in the Heritage List for their heritage significance, which includes characteristics such as outstanding aesthetic significance, horticultural value, historic value, and/or unique location and context.

**Structural Condition Assessment** means a report prepared by a qualified structural engineer that assesses the structural state of a building or element.

## **POLICY PROVISIONS**

### **1. Assessing Applications**

When considering applications for planning approval for places entered in the Heritage List and for development within a Heritage Area, the local government will have due regard to the following:

- the conservation and protection of any place or area;
- whether proposed development or demolition will adversely affect the heritage value of a place or area including adverse effects resulting from the location, bulk, form or appearance (including design, materials, construction) of the proposed development;

- the level of heritage significance as outlined in Attachment 2 and the cultural heritage significance of the place or area;
- measures proposed to conserve or enhance the heritage significance of the place and its setting;
- the structural condition of the place (including associated structural condition assessment) and associated safety issues in relation to conservation;
- possible adaptation to a new use which will allow for its retention and conservation;
- **Scheme aims, objectives and relevant clauses**
- *State Planning Policy 3.5 - Historic Heritage Conservation*; and
- any Conservation Plan and associated provisions relating to the property.

## 2. Variations to Scheme provisions for a Heritage Place and Heritage Area

Clause 7.5 of the Scheme provides the local government with the ability to vary any site or development requirement specified in the Scheme or the *Residential Design Codes* to facilitate the conservation of a place listed in the Heritage List, within a Heritage Area or for places entered on the Heritage Council of WA's Register of Heritage Places.

The local government will consider the flexible application of the Scheme and the *Residential Design Codes* requirements in relation to places on the Heritage List, within a Heritage Area or for places entered on the Heritage Council of WA's Register of Heritage Places. The local government will consider variations to certain development standards including, but not limited to, the following:

- minimum lot sizes;
- average lot sizes;
- plot ratio;
- setbacks;
- variations to car parking and landscaping; and
- other development standards.

The local government will:

- consider applications for variations of development standards on their merits;
- consider the effect of any variation of development standards on the amenity of adjoining lots;
- ensure that the proposed variation is consistent with the general and specific objectives of the Scheme and the objectives of the zone;
- only support variations where there is a beneficial conservation outcome for the heritage place or Heritage Area; and
- require applicants to provide sufficient justification to enable consideration of any variations.

## 3. Heritage Agreements

Clause 7.3 of the Scheme allows the local government to enter into a Heritage Agreement with an owner or occupier of land or building, pertaining to a heritage place. Heritage Agreements ~~will generally~~ **may** be required ~~where a development proposal seeks to improve a heritage place, particularly where a site or development standard is varied under section 2 of this Policy~~ **in certain circumstances** such as **where**

- a Conservation Plan has been prepared or is required to be prepared as a condition of planning approval
- there is a high degree of uncertainty or risk regarding the future care of the place; or

an owner has been granted a significant bonus or benefit such as outlined in section 2 of this Policy

The State Heritage Office is able to assist in the preparation of a heritage agreement.

Where a Heritage Agreement is required, it is usually required to be supported by a caveat to be placed on the title to the satisfaction of the local government. Where a caveat ~~caveatable agreement~~ is proposed, it shall be prepared by the local government's solicitors at no cost to the local government. The agreement is usually binding to successors in Title.

#### 4. Structural Condition Assessment in the Case of Demolition

If structural failure is cited as a justification for the demolition of a place ~~in~~ on the Heritage List or within a Heritage Area, evidence is required be provided from a registered structural engineer that the structural integrity of the building has failed, to the point where it cannot be rectified without removal of a majority of its significant fabric and/or ~~that there are~~ prohibitive costs.

#### 5. Significant Trees

Planning approval is required prior to the removal, destruction of and/or interference with any tree included on the Heritage List and as such the following policy provisions apply:

- a) Trees identified on the Heritage List may be pruned as part of routine maintenance in accordance with the International Society of Arboriculture standards, provided the pruning does not alter the trees general appearance, increase the tree's susceptibility to insects or disease, or otherwise increase its risk of mortality.
- b) Proposals for substantial pruning to a significant tree may require the submission of an arborist report demonstrating that the pruning is acceptable.
- c) The removal of significant trees will only be supported where it is necessary to protect public safety or private or public property from imminent danger. The onus is on the applicant to demonstrate that this is the case. This may require the submission of a report prepared by a suitably qualified arborist.

#### 6. Structure Plans and Subdivision Applications

- a) Structure Plans and subdivision applications that relate to heritage places should be designed to retain an appropriate setting for the heritage place. This includes, for example, the retention of the original gardens, landscaping features or other features that are considered essential to the setting of the heritage place or its heritage significance.
- b) Subdivision proposals that indicate the required demolition, partial demolition or modification to a place on the Heritage List or State Register of Heritage Places will ~~generally~~ not be supported without a Heritage Impact Statement accompanying the subdivision proposal. This is to be prepared in accordance with the Heritage Council of WA guidelines.
- c) Where a structure plan is proposed for land that includes a heritage place(s) the structure plan should demonstrate how matters of heritage significance will be addressed.

The local government may require the preparation of an overall heritage strategy to be included with the structure plan report which demonstrates how heritage issues will be addressed, outlining principles to be addressed in later planning stages and including recommendations for interpretation.

- d) Consideration should also be given ~~to~~ to how future development of the subdivided land is likely to affect the identified significance of the heritage place, particularly its setting.

## 7. Applications for Planning Approval for Places on the Heritage List and within Heritage Areas

In addition to the information required by the Scheme, the following provides a guide for accompanying material and information that may be required to be submitted with planning applications for places on the Heritage List and for development within a Heritage Area:

- a) For larger and more complex development proposals, a Heritage Impact Statement should be submitted that identifies how the cultural heritage significance of the place will be affected by the proposed works or future use. The statement should be prepared by a heritage professional, and should be consistent with the Heritage Council of WA's guidelines.
- b) If a proposal affects a place that is entered on the State Register of Heritage Places the local government ~~will generally~~ ~~may~~ require the applicant to arrange for the preparation of a Conservation Plan, which is to be prepared by a qualified heritage professional, ~~and consistent~~ ~~in accordance~~ with the Heritage Council of WA's guidelines.
- c) Where proposed changes involve modifications to landscape elements of a place that form part of its heritage significance or are important to its setting a landscaping plan may be required which demonstrates how the impact will be managed and this should be included in the Heritage Impact Statement where relevant.
- d) Where a Conservation Plan exists for a Heritage Place, the planning application should include information regarding how the conservation policies and any urgent works identified in the Conservation Plan will be addressed. ~~Where a Conservation Plan does not exist, there is no requirement to prepare a Conservation Plan and submit with the Planning Application (unless the place is on the State Register of Heritage Places or the proposal is subject to a Heritage Agreement).~~

## 8. Interpretation and Interpretation Plans

Interpretation can enhance understanding and enjoyment of heritage places and it can strengthen and sustain the relationships between the community and its heritage. Interpretation can be an integral part of the experience of a heritage place, particularly where the cultural significance of the place is not readily apparent. Opportunities for the interpretation, commemoration and celebration of significant associations between people and a place should be investigated and implemented wherever possible. In particular, the local government may require the preparation of interpretative material as a condition of ~~development~~ ~~approval~~ approval for the following proposals:

- major redevelopment that involves substantial modifications to a heritage place, or modifications that will substantially impact on the heritage significance of the place;
- changes of use for a heritage place, particularly where the original use will no longer be readily apparent;

- proposals where there is the opportunity for the re-use of hardware or artefacts that are associated with the former use in interpretive material; or
- demolition (full or partial) of a heritage place.

## 9. Incentives for Heritage Conservation

Incentives for not-for-profit clubs, groups, organisations, individuals and businesses that have ownership/management of places included on the Heritage List may be eligible for various incentives from the Heritage Council of WA, National Trust of Australia (WA), other bodies or the local government.

The local government will waive or refund Planning Application fees charged by the local government for places on the Heritage List where the applicant/owner proposes development that will enhance or maintain the heritage aspects of the place in the opinion of the local government.

The local government may provide a rate's rebate for places on the Heritage List as determined through Council's adopted budget. Should a rate rebate be agreed by Council, it will usually require a Local Heritage Contract to be entered into.

Related Policies:	<i>LPP008 Nannup Main Street Heritage Precinct LPP018 Signs and Advertisements</i>
Related Procedures/ Documents	<i>Local Planning Scheme No. 3 State Planning Policy No. 3.5 Shire of Nannup Municipal Heritage Inventory</i>
Delegation Level:	Chief Executive Officer, Executive Officer, Building Surveyor
Adopted:	26 March 2015
Resolution	
Reviewed:	

Attachment 1 - Heritage List (made under clause 7.1 of Local Planning Scheme No. 3)				
Place No.	Name	Address	Management Category	
			Reason for entry	
3	Barrabup Strongroom & Townsite	Cnr Mowen & Barrabup Pool Rds, Nannup	A	Has historic and social value, and is representative of the development of the timber industry in the South West (SW).
4	Biddella Homestead	Lot 3 Vasse Hwy, Biddella	A	Has historic value, and is representative of early settlement in the SW.
5	Black Point Reserve	Black Point Rd, Lake Jasper	A	Has aesthetic and scientific value.
14	Darradup House	Nelson Loc. 278, Longbottom Rd, Darradup	A	Has historic value, and is representative of early settlement in the SW.
17	Donnelly River Mill	Cnr Andrew & Sears Rd, Wheatley	A	Has historic, scientific and social value, and is representative of the early timber industry in the SW.
18	Donnelly River Townsite	Cnr Andrew & Sears Rd, Wheatley	A	Heritage Area. Has aesthetic, historic and social value, and is representative of the development of the timber industry in the SW.
22	Ellis Creek Timber Mill Site	Cnr Glacier & Ellis Creek Rds, Nannup	A	Has historic and social value, and is representative of the development of the timber industry in the SW.
51	Nannup Cemetery	RES9313 Vasse Hwy, Nannup	A	Has historic and social value.
54	Nannup Hotel	Warren Rd, Nannup	A	Has aesthetic, historic and social value, and is representative of early country hotels in the SW.
59	Nannup Road Board Office	Warren Rd, Nannup	A	Has aesthetic and historic value.
62	Nannup Town Centre Precinct	Warren Rd between Brockman & Kearney St, Nannup	A	Heritage Area. Has historic and social value, and is representative of early settlement in the SW.
63	Nannup Town Hall & Supper Room	Warren Rd, Nannup	A	Has historic and social value.
81	Tathra Cottage	Nelson Loc. 780 Balingup Rd, Nannup	A	Has historic value, and is representative of early settlement in the SW.
82	Templemore	Lot 2 Warren Rd, Nannup	A	Has historic value.
1	All Saints Anglican Church	Warren Rd, Nannup	B	Has aesthetic, historic and social value.
2	Ammon's Store (Ray White)	Lot 12(39) Warren Rd, Nannup	B	Has historic value.
13	Cundinup House	Nelson Loc. 8000, Cundinup-Kinup Rd, Cundinup	B	Has historic value, and is representative of early settlement in the SW.
15	Darradup School	Cnr Longbottom Rd & Brockman Hwy, Darradup	B	Has historic and social value.
35	Grocer's Shop 1905 (CRC)	Lot 13 Warren Rd, Nannup	B	Has historic value.
41	Jalbarragup Bridge Site	Jalbarragup Rd, Jalbarragup	B	Has historic value, and is representative of early settlement in the SW.
42	Jalbarragup House	Lot 1 Jalbarragup Rd, Jalbarragup	B	Has historic value, and is representative of early settlement in the SW.
45	Linden	Lot 84 East Nannup Rd, Nannup	B	Has historic and scientific value, and is rare. It is representative of early settlement in the SW.
46	Marinko Thomas Memorial	Warren Rd, Nannup	B	Has aesthetic, historic and social value.
47	Masonic Lodge	Lot 188 Dunnet Rd, Nannup	B	Has historic and social value.
55	Nannup Police Station (Caravan Park Office)	Brockman St, Nannup	B	Has historic and social value.
58	Nannup Pre-Primary Centre	Cnr Adam St & Grange Rd, Nannup	B	Has historic and social value, and is representative of early rural schools in the SW.

60	Nannup Shire Office	Adam St, Nannup	B	Has historic and social value.
61	Nannup Timber Mill Precinct	Vasse Hwy, Nannup	B	Has historic, scientific and social value, and is representative of the early timber industry in the SW.
64	Nannup Uniting Church	Warren Rd, Nannup	B	Has aesthetic, historic and social value.
65	Nannup War Memorial	Cnr Warren Rd & Adam St, Nannup	B	Has historic and social value.
69	Police Quarters (Op Shop)	Cnr Warren Rd & Brockman St, Nannup	B	Has historic and social value.
71	Railway Bridge	Brockman St, Nannup	B	Has historic value.
72	Revelly Bridge	Agg Rd, Nannup	B	Has historic value.
77	St Thomas More RC Church	Cnr Warren Rd & Cross St, Nannup	B	Has aesthetic, historic and social value.
78	Suda's Shops (Taste of Nannup & Pickle 'n' O)	Lot 500 Warren Rd, Nannup	B	Has historic value.
83	Westpac Building (Magic Movies, Blackwood Cafe & Store)	24 Warren Rd, Nannup	B	Has historic and social value.
8	Bull's House	101 Warren Rd, Nannup	C	Has historic value.
12	Clarke's House	Lot 31 Forrest St, Nannup	C	Has historic value.
19	Dudhinalup	Nelson Loc. 6, Cundinup-Dudhinyillup Rd, Nannup	C	Has historic value, and is representative of the earliest settlement in the SW.
20	Dunnet Road Precinct	13-35 Dunnet Rd, Nannup	C	Has historic value, and is representative of the development of the timber industry in the SW.
21	Eileen Higgins' House & Swamp	Cnr Higgins St & Warren Rd, Nannup	C	Has historic value.
23	Forestry Cottage 629	22 Dunnet Rd, Nannup	C	Has historic value.
24	Forestry Cottage 649	25 Dunnet Rd, Nannup	C	Has historic value.
25	Forestry Cottage L847	27 Dunnet Rd, Nannup	C	Has historic value.
30	Forestry Cottage 2301	29 Dunnet Rd, Nannup	C	Has historic value.
31	Forestry Cottage L2309	31 Dunnet Rd, Nannup	C	Has historic value.
32	Forestry Cottage 2315	15 Dunnet Rd, Nannup	C	Has historic value.
33	Forestry Cottage 2387	35 Dunnet Rd, Nannup	C	Has historic value.
39	House, 44 Dunnet Rd	44 Dunnet Rd, Nannup	C	Has historic value.
40	Inkster's House	Lot 5 Forrest St, Nannup	C	Has historic value.
44	Killerby's Building (Post Office)	Lot 20(37) Warren Rd, Nannup	C	Has historic and social value.
48	McMahon's Cottage	Lot 701 Gold Gully Rd, East Nannup	C	Has historic value.
50	Milleyannup Stock Waterwell	RES10242 Milleyannup Coast Rd, Scott River	C	Has historic value.
53	Nannup Hospital	Carey St, Nannup	C	Has historic and social value.
66	Newsagent, Barber & Billiard Room	Cnr Warren Rd & Adam St, Nannup	C	Has historic and social value.
67	Old Bakehouse	Lot 160 Warren Rd, Nannup	C	Has historic value.
68	Old Higgins Homestead	18 North St, Nannup	C	Has historic value.
70	Quannup House	Nelson Loc. 149, Ballingup-Nannup Rd, Nannup	C	Has historic value, and is representative of early settlement in the SW.
73	RSL Hall	Cross St, Nannup	C	Has historic and social value.
74	Sexton's House	Lot 92 Wilson St, Nannup	C	Has historic value.



## Attachment 2 – Development Control Principles

	Management Category “A” , Management Category “B” and Management Category “C” places included on the Heritage List	Management Category “C” (not included on Heritage List) and Management Category “D”
<p><b>External Alterations and Additions</b></p>	<p><u>General Provisions</u></p> <p>Alterations and additions to a heritage place should not detract from the heritage significance and should be compatible with the siting, scale, architectural style and form, materials, colours and external finishes of the place.</p> <p>Alterations and additions should involve the least possible change to the significant fabric.</p> <p>Alterations and additions should sit well within the original fabric rather than simply copying it, and new work that mimics the original should be avoided.</p> <p>New work should be easily distinguishable from the original fabric, except where the proposal constitutes restoration work of original fabric.</p> <p>Alterations and additions should respect the original roof pitch and roof form.</p> <p>Alterations and additions should not obscure or alter elements that contribute to the heritage significance of the place.</p> <p>Walls and fences in the front setback should be complementary to the heritage place in terms of materials, finishes, textures and colours and appropriate to its architectural style.</p> <p>Where there is a Conservation Plan for a heritage place all proposed development should address the policies contained within the Conservation Plan.</p> <p>Substantial modifications to the place may require an archival record (as a condition of development approval), to be prepared in accordance with the Heritage Council of WA guidelines.</p> <p><u>Upper Storey Additions and Modifications</u></p> <p>Upper storey additions should generally be sited and massed so they are visually recessive from the place's main frontage to ensure that the scale of the heritage place is the dominant element in the streetscape. On</p>	<p>The local government will encourage proponents to sensitively undertake external alterations and additions.</p> <p>The local government will encourage proponents to arrange an archival record should substantial modifications to the place be proposed.</p>

	<p>corner sites, the visibility and impact of additions will be assessed from both streets.</p> <p>Upper storey additions or modifications should be designed to minimise the impact on the original roofline, and to retain an appreciation for the original form of the building</p> <p><b><u>Openings and Doors</u></b></p> <p>New openings in the principal elevation (addressing the primary street) that will be visible from the street should be avoided. If openings are proposed they should be proportional in size relative to original openings of the heritage place and consistent in terms of materials, finishes, textures and colours (appropriate to its architectural style).</p> <p><b><u>Landscaping Elements</u></b></p> <p>Where landscape elements such as plantings or hard landscape treatments form part of the heritage significance of a place, or are important to its setting, all proposed extensions should be designed and sited to minimise the impact on these elements.</p> <p>All new landscaping should be well considered and respectful to the heritage significance of the place.</p>	
<p><b>Internal Alterations</b></p>	<p><b>No planning application is required for internal alterations to a locally listed place unless the Heritage List identifies the place has a significant interior.</b></p> <p>Alterations to the interior of a heritage place to suit a current and compatible future use will be supported where the proposal does not compromise the heritage significance of the place.</p> <p>Ideally the original internal layout should be retained, however where original internal walls or features are proposed to be removed or modified these changes should be managed to allow evidence of the original layout to be read (for example by retention of wall "nibs" as evidence of the location of a former wall), to retain a sense of the original use of the space(s).</p> <p>Where new internal finishes are proposed there should be careful consideration given to retaining evidence of original materials and finishes.</p> <p>Internal alterations that are reversible without compromising the heritage significance of the place will generally be acceptable, and the onus is on the applicant to demonstrate this.</p>	<p>The local government will encourage proponents to sensitively undertake internal alterations.</p>
<p><b>Change of use</b></p>	<p>Adaptive reuse of heritage places may be supported provided:</p>	<p>The local government will encourage proponents to</p>

	<ul style="list-style-type: none"> <li>the proposed use(s) will not impact negatively on the amenity of the surrounding area;</li> <li>any required modifications do not substantially detract from the heritage significance of the place and are consistent with the provisions of this Policy; and</li> <li>the use is consistent with the Scheme and other relevant Council Local Planning Policies.</li> </ul> <p>Where there is a Conservation Plan for a heritage place, any proposed new use(s) will be assessed on the basis of the recommendations contained within the Conservation Plan.</p> <p>Where possible, evidence of the original use of a building should be retained, and in some circumstances interpretation may be appropriate to help understand the former use where it is not readily apparent.</p>	undertake sensitive reuse.
<p><b>New Buildings and Structures</b></p>	<p>New buildings, structures and other features that are located within the curtilage of a heritage place have the potential to impact on the heritage significance. Accordingly the following provisions are applicable.</p> <p>Any proposed buildings, structures or hard standing (including car parking) should not detract from the setting of the heritage place.</p> <p>Where new buildings or structures are proposed and they are visible from the street and/or other public places, they should take into account the character of the existing streetscape by having regard to the rhythm, orientation, setbacks, height, and proportions of existing buildings.</p> <p>Where possible existing views of a heritage building(s) from the street should be preserved to acknowledge the contribution heritage places make to the streetscape.</p> <p>New buildings or structures should be designed and located in a way that does not overwhelm or dominate the heritage building(s) which should remain the dominant building(s) on the site, and they should be understated relative to the existing heritage building(s).</p> <p>Wherever possible, new buildings, structures or hard standing areas (including car parking) should be designed and sited to avoid having a negative impact on original mature landscaping, garden areas, driveways and other landscaping features where they are considered to form part of the setting of the heritage place, and/or contribute to the heritage significance.</p> <p>New buildings should not directly copy the style and design of the heritage buildings, and should not attempt to look like old buildings. Rather they should complement the original fabric and design characteristics of the heritage building(s) in terms of its bulk, style, materials, colour scheme and form, which could include contrasting, contemporary building(s).</p>	<p>The local government will encourage proponents to sensitively undertake new <b>development</b> nearby buildings and structures.</p>

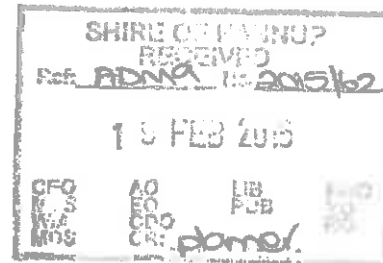
	<p>Where there is a Conservation Plan for a heritage place any proposals for new buildings, structures or hard standing areas (including car parking) should address the policies contained within the Conservation Plan.</p>	
<p><b>Demolition</b></p>	<p>Demolition of a whole building on the Heritage List will generally not be supported.</p> <p>Consideration of a demolition proposal for a place on the Heritage List will be based on the following:</p> <ul style="list-style-type: none"> <li>• the significance of the place;</li> <li>• the feasibility of restoring or adapting it, or incorporating it into new development; and</li> <li>• the extent to which the community would benefit from the proposed redevelopment.</li> </ul> <p>Where structural failure is cited as justification for demolition, the onus rests with the applicant to provide a clear justification for demolition, and evidence should be provided from a registered structural engineer that the structural integrity of the building has failed to the point where it cannot be rectified without the removal of a majority of its significant fabric and/or prohibitive costs.</p> <p>Partial demolition of a building on the Heritage List may be supported provided that:</p> <ul style="list-style-type: none"> <li>• the part(s) to be demolished do not contribute to the cultural heritage significance of the place;</li> <li>• the proposed demolition will not have a negative impact on the significant fabric of the place; and</li> <li>• sufficient fabric is retained to ensure structural integrity during and after development works.</li> </ul> <p>If demolition of a heritage place is considered appropriate an archival record will be required as a condition of development approval, to be prepared in accordance with the Heritage Council of WA guidelines.</p> <p>Demolition of ancillary buildings or structures that do not relate to the heritage significance of the place will generally be acceptable.</p> <p>Where full or partial demolition is supported, this may be subject to appropriate interpretation to acknowledge the cultural heritage significance of the heritage place.</p>	<p>The local government will encourage proponents to retain heritage places.</p> <p>The local government will encourage proponents to arrange an archival record should demolition be proposed.</p> <p>Proposed demolition is subject to obtaining a demolition permit.</p>
<p><b>Relocation of Buildings and Structures</b></p>	<p>In the majority of cases the physical location of a place is an important part of its cultural heritage significance, therefore the relocation of a building or other component of a place on the Heritage List is generally unacceptable except in the following circumstances:</p> <ul style="list-style-type: none"> <li>• this is the sole practical means of ensuring its survival;</li> <li>• it can be demonstrated that these components of the place already have a history of relocation, or were designed to be readily relocated; and</li> </ul>	<p>The local government will encourage proponents to retain heritage places in their original location.</p>

	<ul style="list-style-type: none"> <li>its relocation forms part of a proposal for a new use or development on the site, and is fundamental to retention of the place on the same site.</li> </ul>	
<p><b>Minor Works, Repairs and Restoration</b></p>	<p><del>Subject to the Planning and Development (Local Planning Schemes) Regulations, Pursuant to the Scheme, all proposed external development affecting a place on the Heritage List requires development approval which includes minor works such as replacement of roofing, gutters, and downpipes as set by the Scheme.</del></p> <p>This is to ensure that these works do not have a negative impact on the heritage significance of the place, and accordingly the following policy provisions apply.</p> <p>Where there is a Conservation Plan for a heritage place, all restoration works will be guided by the Conservation Plan.</p> <p>Where proposals include the replacement of materials it should be "like for like", matching the original as closely as possible with regard to the materials, colours, and textures.</p> <p>External repainting should match the original paint colours wherever possible, or should reflect a complementary palette of colours from the same era.</p> <p>Replacement of materials should take into consideration the original method of fixing.</p> <p>Where restoration is being carried out, works should be based on historic photographs, plans or other material that shows the former state of the building or place.</p> <p>Routine maintenance does not require development approval. This includes the following:</p> <ul style="list-style-type: none"> <li>cleaning gutters and downpipes (as opposed to replacing deteriorated gutters and downpipes);</li> <li>repainting previously painted surfaces in the same colour scheme; and</li> <li>refixing existing loose roof sheeting using a "like for like" method of fixing (as opposed to installing new or different roof sheeting), with the exception of emergency repairs that are temporary in nature.</li> </ul>	<p>The local government landowners supports undertaking minor works, repairs and restoration.</p>
<p><b>General approach to Conservation Plans</b></p>	<p>As outlined in section 7 of the Policy where a Conservation Plan does not exist, there is no requirement to prepare a Conservation Plan and submit with the Planning Application (unless the place is on the State Register of Heritage Places or the proposal is subject to a Heritage Agreement) if a proposal affects a place that is entered on the State Register of Heritage Places or a proposal subject to a Heritage Agreement, the local government will generally require the applicant in conjunction with the State Heritage Office to prepare a Conservation Plan, which is to be prepared in accordance with the Heritage Council of WA's guidelines.</p>	<p>Not applicable</p>



Government of Western Australia  
Department of Planning

Your Ref: ADM9  
Our Ref: DP/13/00253/1  
Enquiries: Neil Fraser



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

Dear Sir

**RE: DRAFT REVISED LOCAL PLANNING POLICY NO. 19 - HERITAGE CONSERVATION**

Reference is made to your letter dated 28 October 2014, and subsequent discussions with the Shire's planning consultant, Steve Thompson.

Firstly, thank you for the opportunity to comment on the above mentioned draft Local Planning Policy (LPP). The Department notes that the Shire is in the process of compiling a Heritage List (HL) as part of its overall Scheme review and commends the Shire for this initiative.

The revised LPP seeks to provide clearer guidelines and consistency for assessing development applications to manage development impacts on places of cultural heritage significance. A copy of the State Heritage Office's comments has been provided to this office and the Department supports the advice issued by the State Heritage Office (SHO).

Specific attention is drawn to the SHO's advice contained in point 4 and it is recommended that reference be made in the policy to the service that the SHO offer to prepare heritage agreements at no cost to the Shire or land owners. This will ensure that all available options are provided to land owners and the costs associated with the preparation of such an agreement is minimised. This approach is generally preferred to a caveatable agreement which has continuing cost implications for successors in title.

Given the Shire's intended approach to combine the HL into a local planning policy, attention is drawn to the need to ensure that both the respective planning procedures outlined in the Scheme in respect to the preparation of a HL and a local planning policy are observed.

If you have any queries regarding the above comments, please don't hesitate to contact Daniel Naude on 9791 0585.

Yours sincerely



Neil Fraser  
Planning Manager, Statutory Planning  
South West Planning

11 February 2015

**Jane Buckland**

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**From:** Linda Stanley <linda@johnstanley.com.au>  
**Sent:** Monday, 16 February 2015 11:36 AM  
**To:** peter.clarke@nannup.wa.gov.au  
**Cc:** ShireofNannup; John Stanley  
**Subject:** Draft Local Planning Policy No. 19 Heritage Conservation

**Importance:** High

Good morning Peter and welcome to Nannup,

I would like to comment on the modified draft Local Planning Policy 19 on heritage conservation.

It is my view that Nannup is in an unique position in the South West in that it has so far fairly well maintained its charm as a timber town of the 60's. I applaud the Shire's effort to conserve this heritage. As other country towns modernise and lose their historic charm, I think it is important for future generations and for future tourism for Nannup to preserve its heritage.

I have visited Sedona in the USA where they have employed strict building and design codes to ensure the town does not lose its charm, uses green buildings and sustainable architecture and to ensure the town blends well with its environment. Sedona requires that a strict range of colours be used -- hues that match or complement the natural tones surrounding Sedona. These codes are strictly enforced and is why McDonald's on U.S. Highway 89 has teal arches instead of its trademark golden arches. In Sedona, the community development department has created a check list as a reference for builders and contractors. It also has "one lead planner who is involved all the way through the process.

<http://www.designgrouparchitects.net/sedona-green-and-sustainable-architecture.html>

The same thinking process would enhance Nannup's future tourism potential by maintaining its heritage as a timber town and insisting that all future buildings conform to the timber town image. This image needs to be well defined and set out so that builders understand what is required, as well as what is not permitted. I think it is often easy to say what is not permitted, but often more difficult to define how builders and developers can adhere to what is required.

It is also important to outline to the community why these codes are being developed and what the positive outcomes are likely to be for residents and businesses in the future by adhering to the codes. I think that many people may not fully understand the reasons why setting out strict codes will be beneficial, so it is important to "market" or "sell" the concepts to the community with a visual presentation, perhaps using a town like Sedona and outlining the economic benefits to Sedona with visual imagery may help to win over community members who don't comprehend the benefits up front and to get "buy-in" from builders and architects so that they all fully comprehend the move.

Well done Nannup, this is a great initiative. Keep up the good work.

Sincerely

*Linda Stanley*

Linda Stanley  
Research and Marketing Director



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**Linda's mobile** 0409 10 41 20



Working on behalf of the Heritage Council to recognise, conserve, adapt and celebrate our State's unique cultural heritage

15 December 2014

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

YOUR REF	ADM9		
OUR REF	C/362/32528		
ENQUIRIES	Lauren Taylor (08) 8552 4152		
SHIRE OF NANNUP RECEIVED Ref: ADM 9 15 DEC 2014/439			
15 DEC 2014			
CEO MCS WM MDS	AD EO CDO C: Planning	LIB PUB	FINO YO RO

Dear Sir

### DRAFT LOCAL PLANNING POLICY NO.19 - HERITAGE CONSERVATION

Thank you for your correspondence received on 30 October 2014 regarding the proposed draft policy. The following comments are made on behalf of the State Heritage Office:

1. Adopting a local planning policy for heritage which includes a heritage list will provide clear guidelines for the Shire and greater consistency and clarity for owners and the wider community. The Shire is congratulated for this initiative.
2. Inclusion of a place on the heritage list is generally determined by its heritage significance and the degree to which changes can be managed through application of planning controls. The policy states that all category A, B and C places are to be included in the heritage list. The Shire should make clear in its policy the the process of determining submissions which may object to the inclusion of a place on the heritage list. We recommend that changes to this should only be supported if the information submitted alters the significance of the place.
3. A heritage agreement is a substantial commitment for an owner and will generally require the preparation of a conservation plan on which to base conservation and maintenance policies. They are generally reserved for situations where there is a degree of uncertainty or risk regarding the future care of a place, or where an owner has been granted a significant bonus or benefit that can be reasonably considered to justify the additional commitment of signing a heritage agreement.

It is recommended that section 3 of the policy is revised to clarify the situations under which a heritage agreement will be required, with a further recommendation that this is limited as noted above.

[www.stateheritage.wa.gov.au](http://www.stateheritage.wa.gov.au)  
[Info@stateheritage.wa.gov.au](mailto:Info@stateheritage.wa.gov.au)

4. The second paragraph of section 3 appears to introduce the concept of a 'caveatable agreement' that we would understand to be distinct from a heritage agreement but is not further explained elsewhere. It may be that this is intended to meet the requirements of the 'Local Heritage Contract' that can be requested as a condition of a rate rebate.

Our experience of caveat-based legal agreements is that they are cumbersome to administer and place an unreasonable cost burden on owners, particularly if they are expected to meet the legal costs of the agreement as implied in the draft policy. Additional fees are then charged for simple transactions such as changing lender for a home loan.

Unnecessary constraints can be detrimental to heritage in reinforcing the concept that owning a heritage place adds administrative and regulatory costs and red tape, and we advise minimising these where possible.

For minor matters we would generally recommend that owners are encouraged to meet conservation needs through incentives, planning conditions and education. Where the scale of benefit, or risk, is substantial, a heritage agreement should be proposed.

Please note that the State Heritage Office is able to assist in the preparation of a heritage agreement on the written request of the Shire. This can be achieved without cost to the Shire or the property owner.

5. The *Heritage of Western Australian Regulations 1991* allows for maintenance and minor works to State Registered Places without the need to seek advice from the Heritage Council. The Regulations provide an alternative definition of development, by detailing works that are excluded from the definition. These works may include building maintenance, repairs, repainting and replacing missing or deteriorated materials with like for like materials.

This could be used as a guide for the Shire in its approach to the requirement for planning approval for minor works, repairs and restoration to locally listed places. We support the idea of providing further guidance on the requirement for planning approval, and consider that exemptions should be allowed for maintenance and minor works to heritage listed places.

6. We note the development control principle relating to internal alterations requires approval for all interior works to category A, B and C places. To limit the number of development approvals required for locally listed places, interior works should not require planning approval unless the place has been identified as having a significant interior. For this the Shire would need to assess and identify the heritage values of the interior, with this noted on the place record form contained in the municipal heritage inventory.

Overall, the policy offers a sound framework for heritage planning and covers additional areas such as incentives and interpretation. We trust that the above advice is of value in reaching a final version of the policy.

The comments made in this letter are not statutory advice and are provided only to assist the determining authority in its decision. Should you have any queries regarding this matter please contact Lauren Taylor at [lauren.taylor@stateheritage.wa.gov.au](mailto:lauren.taylor@stateheritage.wa.gov.au) or on 6552 4152.

Yours sincerely

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

**Callum Crofton**  
**MANAGER LOCAL GOVERNMENT SERVICES**

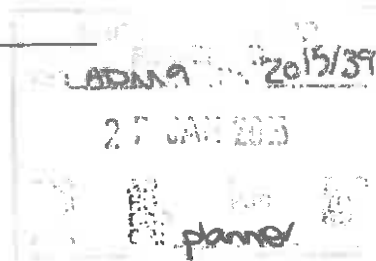


**WESTERN AUSTRALIA POLICE  
PLANNING & ACCOMMODATION BRANCH**

POLICE HEADQUARTERS  
2nd FLOOR  
2 ADELAIDE TERRACE, EAST PERTH  
WESTERN AUSTRALIA 6004

TELEPHONE: (08) 9222 1739  
FACSIMILE: (08) 9222 1488

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



TELEPHONE  
OUR FILE  
EXTENSION

ADMIN  
02044146001  
Mike Burfoot (08) 9222 1773  
michael.burfoot@police.wa.gov.au

Dear Mr Jennings.

**DRAFT LOCAL PLANNING POLICY NO. 19 – HERITAGE CONSERVATION**

WA Police has been invited to provide comment on this draft.

This Agency supports 'in principle' the Shire's heritage conservation objectives.

The two police properties appearing in the Shire's proposed Heritage List are no longer under WA Police's management control – vesting transferred circa 1984 – hence do not warrant specific comment.

These former police properties were superseded by the construction of a replacement police station and OIC's residence in 1984 on a new site located at 55 Warren Rd, Reserve 38785.

It is worth noting that the new station, and residence, were assessed by the State Heritage Office (SHO) for inclusion in the State Heritage Register and it was determined that they be excluded.

Any queries arising from this correspondence may be referred to my Assistant Director, Mick McCutcheon, via 92221480.

Thank you for the opportunity to provide comment.

Yours sincerely,

*M Burfoot*  
M BURFOOT  
STRATEGIC PLANNING & STANDARDS  
PLANNING & ACCOMMODATION BRANCH

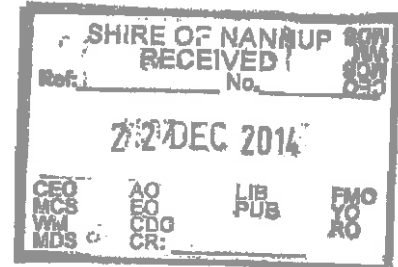
20 January 2015



Government of Western Australia  
Department of Health

Your Ref: ADM9  
Our Ref: F-AA-17670 EHB14/2635  
Contact: Vic Andrich  
Phone: 9388 4978

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



Dear Mr Jennings

**DRAFT LOCAL PLANNING POLICY No. 19 – HERITAGE CONSERVATION**

Thank you for your letter dated 28 October 2014 requesting comment from the Department of Health (DOH) on the above proposal.

The DOH has no objection to the proposed policy.

Should you have queries or require further information please contact Vic Andrich on 9388 4978 or [vic.andrich@health.wa.gov.au](mailto:vic.andrich@health.wa.gov.au)

Yours sincerely

Dr Michael Lindsay  
ACTING DIRECTOR  
ENVIRONMENTAL HEALTH DIRECTORATE

12 December 2014

Our Ref: D14/3777  
Tourism WA File: IPD/1116

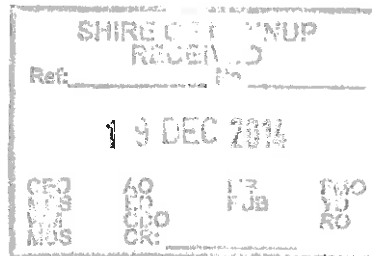
2 Mill Street  
PERTH WA 6000

GPO Box X2281  
PERTH WA 6847

Telephone +61 8 9262 1700  
Facsimile +61 8 9262 1702

info@tourism.wa.gov.au  
tourism.wa.gov.au

Chief Executive Officer  
Shire of Nannup  
PO Box 711  
NANNUP WA 6275



Dear Mr Jennings

**SHIRE OF NANNUP – HERITAGE CONSERVATION**

Thank you for your letter dated 28 October 2014 referring the Draft Local Planning Policy No. 19 - Heritage Conservation to Tourism Western Australia (Tourism WA) for comment.

Tourism WA commends the Shire on initiating this policy as a tool to protect the Shire's heritage infrastructure which creates an attractive appeal to the region. Tourism WA has no further comment to make on the policy.

Please do not hesitate to contact Melanie Wirtz, Development Officer on 9262 1930 should you have any enquiries.

Yours sincerely

Alene Sullivan  
DIRECTOR DEVELOPMENT

15 December 2014





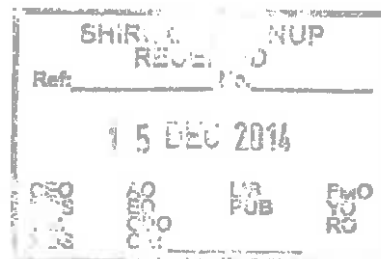
THE ANGLICAN CHURCH OF AUSTRALIA  
THE DIOCESE OF BUNBURY

7 Oakley Street, P.O. Box 15  
Bunbury, Western Australia, 6231

Telephone: (08) 9721 2100  
Facsimile: (08) 9791 2300  
Email: [secretary@bunbury.org.au](mailto:secretary@bunbury.org.au)

15 December 2014

Mr R Jennings  
Chief Executive Officer  
Shire of Nannup  
[nannup@nannup.wa.gov.au](mailto:nannup@nannup.wa.gov.au)



Dear Sir

**RE: DRAFT LOCAL PLANNING POLICY NO.19 – HERITAGE CONSERVATION**

I write on behalf of the Bunbury Diocesan Trustees who are the Trustees for all land and buildings throughout the Anglican Diocese of Bunbury.

The Trustees have considered the draft policy and whilst being supportive of the policy there are some concerns about All Saints Anglican Church being included on the Heritage List.

The concerns are centred around the difficulties that are encountered once a building is placed on the Heritage List.

The Trustees have sought feedback from the local parish community and there have been concerns raised there as well.

Our experience has been that where we have buildings heritage listed, we are dictated to as to what we can and cannot do to our buildings and we strongly object to this control being placed over our property.

We therefore humbly request that the Trustees be consulted prior to any building belonging to the Anglican Diocese of Bunbury being placed on the Shire Heritage List and if the All Saints Church is already on the list we would ask that it be removed before finalisation of the list.

I thank you for the opportunity to comment on the draft policy.

Yours sincerely

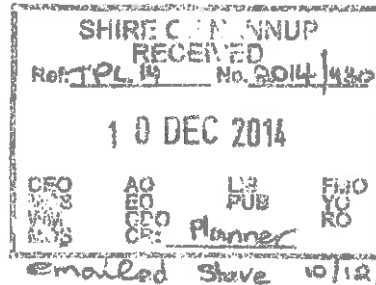
Stephen Biggar

Diocesan Secretary





Government of Western Australia  
Department of Fire & Emergency Services



Our Ref: BY01859-04  
Your Ref: ADM9

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

By Email

Attention: Robert Jennings

Dear Sir

**REFERRAL RESPONSE – DRAFT LOCAL PLANNING POLICY NO.19 –  
HERITAGE CONSERVATION**

Further to your correspondence dated 28 October 2014.

Thank you for seeking advice from the Department of Fire & Emergency Services (DFES) on the above proposal.

DFES recommends that the 'Policy Provisions' give due regard to the current SPP 3.4 and future SPP 3.7 relating to bushfire risk mitigation.

Subsequent to this, DFES is satisfied that, Local Planning Scheme Amendment No. 3 – Amendment 17, provides satisfactory evidence that the general principles that underpin the WAPC 'Planning for Bush Fire Protection Guidelines - Edition 2, can be achieved and implemented at some subsequent stage in the planning process.

Should you require further information please contact the DFES Regional office on 9780 1900.

Yours faithfully

**DOUG VAN BAVEL**  
**LAND USE PLANNING OFFICER**

9 December 2014



**NATIONAL TRUST of AUSTRALIA (WA)**

The Old Observatory  
4 Havelock Street,  
West Perth WA 6005  
PO Box 1162,  
West Perth WA 6872  
Web: [www.ntwa.com.au](http://www.ntwa.com.au)  
Email: [trust@ntwa.com.au](mailto:trust@ntwa.com.au)  
Telephone: 08 9321 6088

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

SHIRE OF NANNUP			
RECEIVED			
Ref: TPL14	No. 2014/414		
01 DEC 2014			
CEO MCS WM MDS	AO EO CCO CS: Jennings	LIB PUB	FMO YO RO

26 November 2014

Dear Mr Jennings

**RE: DRAFT LOCAL PLANNING POLICY NO. 19 – HERITAGE CONSERVATION**

Thank you for the opportunity to review the Draft Local Planning Policy No. 19 – Heritage Conservation. The National Trust of Australia (WA) is supportive of local governments in Western Australia who proactively pursue positive heritage actions.

The creation of a Heritage List based on the Municipal Heritage Inventory is supported as are the Development Control Principles which appear to adhere to best practice as described in the Burra Charter.

As a community organisation, the National Trust is committed to assisting local governments, especially those in regional areas. Opportunities for establishing partnerships, setting up tax deductible heritage appeals, provision of heritage advice including assessment, conservation and interpretation of heritage places, formulation of design guidelines and development of heritage policy and strategy are some of the initiatives that the Trust would be able to provide or work with the Shire to achieve. I would be pleased to discuss these in more detail. If there are any questions, please contact the Trust on the details provided above.

Thank you

Respectfully

Thomas E Perrigo  
CHIEF EXECUTIVE OFFICER

ABN 83 697 981 616

Patron:

Her Excellency the Honourable Kerry Sanderson AO  
Governor of Western Australia



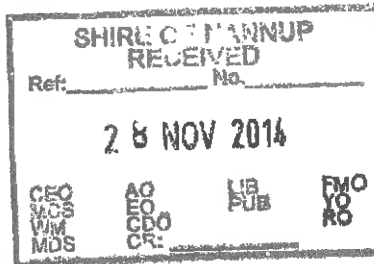
Government of **Western Australia**  
Department of Lands

## Regional and Metropolitan Services

Your ref: ADM9  
Our ref: 00001-2014  
Enquiries: Cherylynnne Forrest Telephone No: (08) 9791 0837  
Facsimile No: (08) 9791 0835  
E-mail: cherylynnne.forrest@lands.wa.gov.au

27 November 2014

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



Dear Mr Jennings

### DRAFT LOCAL PLANNING POLICY NO 19 – HERITAGE CONSERVATION

I refer to your letter of 28 October 2014 and advise the Department of Lands has no comment to make on the proposal.

Should you have any enquiries regarding this matter, please do not hesitate to contact Cherylynnne Forrest on telephone number 9791 0837.

Yours faithfully

Cherylynnne Forrest  
State Land Officer, South West-Great Southern

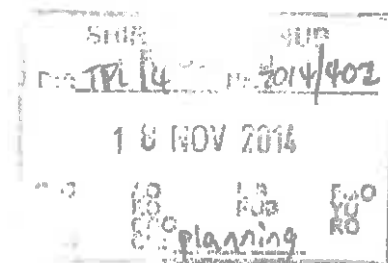
A5248987



ENQUIRIES : Heritage Enquiries- Ph 8551 7950

OUR REF: 04/0057-02

YOUR REF: ADM0



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

Dear Mr Jennings

#### **DRAFT LOCAL PLANNING POLICY NO. 19 - HERITAGE CONSERVATION**

Thank you for your letter regarding the Draft Local Planning Policy No. 19 (Policy) received by the Department of Aboriginal Affairs (DAA) on 30 October 2014. DAA understands that the Policy covers Heritage Conservation within the Shire of Nannup (Shire) Local Government Area (LGA).

DAA notes that there are Aboriginal heritage sites within the Shire's proposed Policy area. It is recommended the Shire seek guidance from DAA when development is proposed, in order to verify if the proposed works will impact on Aboriginal heritage sites.

It is also recommended the Shire seek comment from relevant Aboriginal people for the area. A list of registered informants for heritage sites that are within the proposed Policy area can be sourced from DAA.

Alternatively, the Shire could contact the South West Aboriginal Land and Sea Council (SWALSC) for further information regarding the registered Native Title Claimant group within the Shire's LGA. Contact details for SWALSC can be found on their website at the following link:

<http://www.noongar.org.au/contact.php>

DAA also encourages the Shire to refer to the State's Aboriginal Due Diligence Guidelines (Guidelines). The Guidelines can assist the Shire to determine whether any proposed activities will impact on Aboriginal heritage. The Guidelines can be found on the DAA website at the following link:

<http://www.daa.wa.gov.au/Documents/HeritageCulture/Heritage%20management/Aboriginal%20Heritage%20Due%20Diligence-30-April-2013-Updated-Oct.pdf>

If you have any questions regarding the above, please contact Heritage Enquires on 6551 7950 or email [heritageenquires@daa.wa.gov.au](mailto:heritageenquires@daa.wa.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Keenan', with a long horizontal flourish extending to the right.

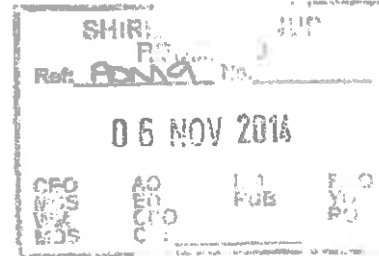
Simon Keenan  
MANAGER ADVICE AND APPROVALS  
14 November 2014



Enquiries: Paul Davies  
Our Ref: 14/8628  
Your Ref: ADM9

4 November 2014

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



Dear Sir

**DRAFT LOCAL PLANNING POLICY NO 19 – HERITAGE CONSERVATION.**

I refer to your correspondence of 28 October 2014 and advise that Main Roads has no objection to the proposed Local Planning Policy.

If you require any further Information please contact me on 9724 5662.

Yours faithfully,

Paul Davies

ROAD CORRIDOR PLANNING MANAGER

<b>Policy Number:</b>	LPP 019
<b>Policy Type:</b>	Local Planning Policy
<b>Policy Name:</b>	<b>Heritage Conservation</b>
<b>Policy Owner:</b>	Manager Development Services

**Authority:** Shire of Nannup Local Planning Scheme No.3 (LPS No3)  
Heritage of Western Australia Act 1990

### **BACKGROUND**

The Shire of Nannup Local Government Inventory ("LGI") identifies places within the Shire of Nannup that have cultural heritage significance. The compilation of a Local Government Inventory is a requirement of Clause 45 of the *Heritage of Western Australia Act 1990*.

Those places with the greatest heritage significance have also been identified for inclusion on the Heritage List pursuant to the Shire of Nannup Local Planning Scheme No.3 ("the Scheme").

### **OBJECTIVES**

The purpose of this Policy is to:

1. Set out development control principles for places on the Heritage List established pursuant to the Scheme, and the Shire of Nannup Local Government Inventory;
2. Provide further direction on the development control principles contained within *State Planning Policy 3.5 Historic Heritage Conservation (2007)*;
3. Provide improved certainty to landowners and the community about the development control principles for heritage conservation and protection

The key objectives of this Policy are:

1. To ensure that works, including conservation, restoration, alterations, additions, changes of use and new development, respect the cultural heritage significance associated with places listed on the Heritage list.
2. To encourage opportunities for interpretation where it can enhance understanding and enjoyment of heritage places, and strengthen the relationships between the community and its heritage.
3. To conserve and protect places and areas of heritage significance within the Shire of Nannup.

4. To provide information that assists property owners and/or managers to understand and appreciate the cultural heritage significance of heritage properties and areas.

## **APPLICATION**

This policy applies to places entered on the Heritage List pursuant to the Scheme, and places on the Shire of Nannup LGI where specified.

## **DEFINITIONS**

### ***Adaptation***

Means the modification of a place to suit proposed compatible use or uses.

***Archival Record*** means a document containing drawings, photographs and written information prepared in order to record the state of a place at a given time, usually prior to demolition or major change. The Heritage Council of Western Australia (HCWA) has prepared standards for archival recording.

***Burra Charter*** means the Australian ICOMOS Charter for the conservation of places of cultural heritage significance. The charter has been generally accepted as the standard for heritage practitioners in Australia.

***Conservation*** means all the processes of looking after a place so as to retain its cultural heritage significance. It includes maintenance and may, according to circumstances, include preservation, restoration, reconstruction and adaptation. Conservation will commonly involve a combination of more than one of these.

***Conservation Plan*** means a document that details how to identify and look after the significant cultural values of a place. Its preparation involves a systematic way of considering, recording and monitoring actions and decisions relating to all aspects of managing a place. The Heritage Council of WA provides guidelines for the preparation of conservation plans to ensure that all important matters are considered.

***Cultural Heritage Significance*** means the aesthetic, historic, social and scientific values of a place for past, present or future generations.

***Heritage Area*** means an area of land that has identified cultural heritage significance and character which is desirable to conserve.

***Heritage Agreement*** means a contract under section 29 of the *Heritage of Western Australia Act 1990* which is undertaken on a voluntary basis by the owners of a heritage place. The agreement binds current and successive owners to a set of conservation conditions and may provide compensating benefits in some circumstances. Essentially, the purpose of a Heritage Agreement is to secure the long-term conservation of a heritage place. A Heritage Agreement attaches to the land and is confirmed through a Memorial placed on the land title.



**Heritage Assessment** means a systematic assessment that describes a place and its setting and states its significant heritage values in terms of the criteria adopted by the Heritage Council of WA. These criteria are the aesthetic, historic, social and scientific values of the place.

**Heritage Impact Statement** means a report that evaluates the likely impact of proposed development on the significance of a heritage place and its setting, or on the heritage area within which it is situated. The report may also outline measures, which any detrimental impact may be minimised. The Heritage Impact Statement should address:

- How will the proposed works affect the cultural heritage significance of the place?
- What alternatives have been considered to ameliorate any adverse impacts?
- Will the proposal result in any heritage conservation benefits that may offset any adverse impacts?

**Note:** The Heritage Council of WA has produced a guide and form for the preparation of Heritage Impact Statements. This information is available on the Heritage Council's website.

**Heritage List** means a list of places that has been adopted under the Local Planning Scheme.

**Heritage Place** means a building, structure, site, area of land or other physical element valued for its cultural (or historic) heritage significance, together with associated contents and surrounds.

**Interpretation** means all the ways of presenting the significance of a heritage place. Interpretation can include the use of colour, lighting, furnishings, historic material or signage or a combination of these to tell the story of the building or place.

**Interpretation Plan** is a document that explains the ways in which a place could be interpreted. Interpretation Plans should aim to increase both our understanding and our enjoyment of heritage places.

**Local Heritage Contract** means a contract between the owners of a heritage place and the local government undertaken on a voluntary basis by the owners in return for planning concessions or a rate rebate agreed to by the local government. The agreement binds the current owner to a set of conservation conditions in return for identified and agreed compensating benefits.

**Significant Fabric** means all the physical material of the place including components, fixtures, contents, and objects that contribute to the heritage significance of the place.

**Significant Trees** means trees that have been identified on the Shire of Nannup LGI for their heritage significance, which includes characteristics such as outstanding aesthetic significance, horticultural value, historic value, and/or unique location and context.

**Structural Condition Assessment** means a report prepared by a qualified structural engineer that assesses the structural state of a building or element.

**The Heritage of Western Australia Act 1990** is the statutory framework for the identification and conservation of places which have significance to the cultural heritage of Western Australia. The Act also describes the composition and powers of the Heritage Council of Western Australia (HCWA) and requires Local Governments to prepare Municipal Heritage Inventories.

## **1.0 Development Control Principles for Places on the Heritage List (Management Category A and B).**

Places on the Shire of Nannup Heritage List are those of highest heritage value, and the following policy provisions shall apply to these places:

### **1.1 External Alterations and Extensions**

#### **1.1.1 General Provisions**

- a) Alterations and additions to a heritage place should not detract from the heritage significance and should be compatible with the siting, scale, architectural style and form, materials, colours and external finishes of the place.
- b) Alterations and additions to a heritage place should involve the least possible change to the significant fabric.
- c) Alterations and additions should sit well within the original fabric rather than simply copying it, and new work that mimics the original should be avoided.
- d) New work should be easily distinguishable from the original fabric, except where the proposal constitutes restoration work of original fabric.
- e) Alterations and additions should respect the original roof pitch and roof form.
- f) Alterations and additions should not obscure or alter elements that contribute to the heritage significance of the place.
- g) Walls and fences in the front setback should be complementary to the heritage place in terms of materials, finishes, textures and colours and appropriate to its architectural style.

- h) Where there is a Conservation Plan for a heritage place all proposed development should address the policies contained within the Conservation Plan.
- i) Substantial modifications to the place may require an archival record (as a condition of development approval), to be prepared in accordance with the Heritage Council of WA guidelines.

#### ***1.1.2 Upper Storey Additions and Modifications***

- a) Upper storey additions should generally be sited and massed so they are visually recessive from the place's main frontage to ensure that the scale of the heritage place is the dominant element in the streetscape. On corner sites the visibility and impact of additions will be assessed from both streets.
- b) Upper storey additions or modifications should be designed to minimise the impact on the original roofline, and to retain an appreciation for the original form of the building

#### ***1.1.3 Openings and Doors***

- a) New openings in the principal elevation (addressing the primary street) that will be visible from the street should be avoided. If openings are proposed they should be proportional in size relative to original openings of the heritage place and consistent in terms of materials, finishes, textures and colours (appropriate to its architectural style).

#### ***1.1.4 Landscaping Elements***

- a) Where landscape elements such as plantings or hard landscape treatments form part of the heritage significance of a place, or are important to its setting, all proposed extensions should be designed and sited to minimise the impact on these elements.
- b) All new landscaping should be well considered and respectful to the heritage significance of the place.

### **1.2 Internal Alterations**

- a) Alterations to the interior of a heritage place to suit a current and compatible future use will be supported where the proposal does not compromise the heritage significance of the place, as follows:
  - i. Ideally the original internal layout should be retained, however where original internal walls or features are proposed to be removed or modified these changes should be managed to allow evidence of the original layout to be read (for example by retention of wall "nibs" as evidence of the location of a former wall), to retain a sense of the original use of the space(s).

- ii. Where new internal finishes are proposed there should be careful consideration given to retaining evidence of original materials and finishes.
- b) Internal alterations that are reversible without compromising the heritage significance of the place will generally be acceptable, and the onus is on the applicant to demonstrate this.

### **1.3 Change of Use**

- a) Adaptive reuse of heritage places may be supported provided:
  - the proposed use(s) will not impact negatively on the amenity of the surrounding area;
  - any required modifications do not substantially detract from the heritage significance of the place and are consistent with the provisions of this policy; and
  - the use is consistent with the Scheme and other relevant Council policies.
- b) Where there is a Conservation Plan for a heritage place any proposed new use(s) will be assessed on the basis of the recommendations contained within the Conservation Plan.
- c) Where possible, evidence of the original use of a building should be retained, and in some circumstances interpretation may be appropriate to help understand the former use where it is not readily apparent (refer to 7.0).

### **1.4 New Buildings/Structures**

New buildings, structures and other features that are located within the curtilage of a heritage place have the potential to impact on the heritage significance. Accordingly the following provisions are applicable:

- a) Any proposed buildings, structures or hard standing (including car parking) should not detract from the setting of the heritage place.
- b) Where new buildings or structures are proposed and they are visible from the street and/or other public places, they should take into account the character of the existing streetscape by having regard to the rhythm, orientation, setbacks, height, and proportions of existing buildings.
- c) Where possible existing views of a heritage building(s) from the street should be preserved to acknowledge the contribution heritage places make to the streetscape.

- d) New buildings or structures should be designed and located in a way that does not overwhelm or dominate the heritage building(s) which should remain the dominant building(s) on the site, and they should be understated relative to the existing heritage building(s).
- e) Wherever possible, new buildings, structures or hard standing areas (including car parking) should be designed and sited to avoid having a negative impact on original mature landscaping, garden areas, driveways and other landscaping features where they are considered to form part of the setting of the heritage place, and/or contribute to the heritage significance.
- f) New buildings should not directly copy the style and design of the heritage buildings, and should not attempt to look like old buildings. Rather they should complement the original fabric and design characteristics of the heritage building(s) in terms of its bulk, style, materials, colour scheme and form, which could include contrasting, contemporary building(s).
- g) Where there is a Conservation Plan for a heritage place any proposals for new buildings, structures or hard standing areas (including car parking) should address the policies contained within the Conservation Plan.

## **1.5 Demolition**

- a) Demolition of a whole building on the Heritage List will generally not be supported.
- b) Consideration of a demolition proposal for a place on the Heritage List will be based on the following:
  - The significance of the place;
  - The feasibility of restoring or adapting it, or incorporating it into new development; and
  - The extent to which the community would benefit from the proposed redevelopment.
- c) Where structural failure is cited as justification for demolition the onus rests with the applicant to provide a clear justification for demolition, and evidence should be provided from a registered structural engineer that the structural integrity of the building has failed to the point where it cannot be rectified without the removal of a majority of its significant fabric and/or prohibitive costs.
- d) Partial demolition of a building on the Heritage List may be supported provided that:

- The part(s) to be demolished do not contribute to the cultural heritage significance of the place;
  - The proposed demolition will not have a negative impact on the significant fabric of the place; and
  - Sufficient fabric is retained to ensure structural integrity during and after development works.
- e) If demolition of a heritage place is considered appropriate an archival record will be required as a condition of development approval, to be prepared in accordance with the Heritage Council of WA guidelines.
- f) Demolition of ancillary buildings or structures that do not relate to the heritage significance of the place will generally be acceptable.
- g) Where full or partial demolition is supported this may be subject to appropriate interpretation to acknowledge the cultural heritage significance of the heritage place (refer to 7.0).

#### **1.6 Relocation of Buildings / Structures**

- a) In the majority of cases the physical location of a place is an important part of its cultural heritage significance, therefore the relocation of a building or other component of a place on the Heritage List is generally unacceptable except in the following circumstances:
- This is the sole practical means of ensuring its survival;
  - It can be demonstrated that these components of the place already have a history of relocation, or were designed to be readily relocated;
  - Its relocation forms part of a proposal for a new use or development on the site, and is fundamental to retention of the place on the same site.

#### **1.7 Minor Works, Repairs and Restoration**

Pursuant to the Scheme all development affecting a place on the Heritage List requires development approval, and this includes minor works such as replacement of roofing, gutters, downpipes. This is to ensure that these works do not have a negative impact on the heritage significance of the place, and accordingly the following policy provisions apply:

- a) Where there is a Conservation Plan for a heritage place all restoration works will be guided by the Conservation Plan.

- b) Where proposals include the replacement of materials it should be “like for like”, matching the original as closely as possible with regard to the materials, colours, and textures.
- c) External repainting should match the original paint colours wherever possible, or should reflect a complementary palette of colours from the same era.
- d) Replacement of materials should take into consideration the original method of fixing.
- e) Where restoration is being carried out, works should be based on historic photographs, plans or other material that shows the former state of the building or place.
- f) Routine maintenance does not require development approval. This includes the following:
  - Cleaning gutters and downpipes (as opposed to replacing deteriorated gutters and downpipes).
  - Repainting previously painted surfaces in the same colour scheme.
  - Refixing existing loose roof sheeting using a “like for like” method of fixing (as opposed to installing new or different roof sheeting), with the exception of emergency repairs that are temporary in nature.

If there are any questions regarding what constitutes routine maintenance, the Shire’s Planning services should be consulted.

## **2.0 Development Control Principles for Management Category C Places**

The following policy provisions apply to places included on the LGI and identified as management category C (Significant).

### **2.1 Alterations, Extensions or Changes of Use**

- a) Where alterations or extensions are proposed consideration should be given to making these modifications sympathetic to the heritage values of the place, and retention of original fabric is encouraged where feasible.
- b) Substantial modifications to the place may require an archival record (as a condition of development approval), and the archival record should be prepared in accordance with the Heritage Council of WA guidelines.

### **2.2 Demolition**

- a) Retention of the building or place is encouraged, however demolition may be supported, subject to the consideration of cultural heritage significance together with other relevant planning issues.

- b) An archival record will be required as a condition of development approval for demolition, and the archival record should be prepared in accordance with the Heritage Council of WA guidelines.
- c) Consideration should be given to the inclusion of interpretation of the heritage place (refer to 7.0).

### **3.0 Development Control Principles for Management Category D Places**

The following policy provisions apply to places included on the LGI and identified as management category D (Some significance).

#### **3.1 Demolition**

- a) Retention of the building or place is encouraged, however demolition may be supported subject to the preparation of an archival record which will be required as a condition of development approval for demolition. The archival record should be prepared in accordance with the Heritage Council of WA guidelines.

#### **4.0 Significant Trees**

Under the Scheme planning approval is required prior to the removal, destruction of and/or interference with any tree included on the Local Government Inventory Significant Tree list, and as such the following policy provisions apply:

- a) Trees identified on the LGI Significant Tree List may be pruned as part of routine maintenance in accordance with the International Society of Arboriculture standards, provided the pruning would not reduce the tree's height or crown or diameter, alter the trees general appearance, increase the tree's susceptibility to insects or disease, or otherwise increase its risk of mortality.
- b) The removal of significant trees will only be supported where it is necessary to protect public safety or private or public property from imminent danger, and the onus is on the applicant to demonstrate that this is the case. This may require the submission of a report prepared by a suitably qualified arborist.
- c) Proposals for substantial pruning to a significant tree may require the submission of an arborist report prepared by a suitably qualified consultant demonstrating that the proposal is acceptable.

#### **5.0 Structure Plans and Subdivision Proposals**

- a) Subdivision proposals for heritage places should be designed to retain an appropriate setting for heritage buildings. This includes the retention of original garden areas, landscaping features or other features that are



considered essential to the setting of the heritage place or its heritage significance.

- b) Subdivision proposals that indicate the required demolition, partial demolition or modification to a place on the Heritage List or State Register of heritage places will not be supported without a Heritage Impact Statement accompanying the subdivision proposal. This is to be prepared in accordance with the Heritage Council of WA guidelines.
- c) Where a structure plan is proposed for land that includes a heritage place(s) the structure plan should demonstrate how matters of heritage significance will be addressed.
- d) Where a structure plan area includes more than one heritage place, or includes a heritage place that comprises a number of buildings or features the Shire may require the preparation of an overall heritage strategy to be included with the structure plan report, demonstrating how heritage issues will be addressed, outlining principles to be addressed in later planning stages, and including recommendations for interpretation (refer to 7.0).
- e) Consideration should also be given to how future development of the subdivided land is likely to affect the identified significance of the heritage place, particularly its setting.

#### **6.0 Applications for Planning Approval for Places on the Heritage List**

In addition to the information required by the Scheme, the following provides a guide for accompanying material and information that may be required to be submitted with planning applications for places on the Heritage List:

- a) For larger and more complex development proposals, a Heritage Impact Statement should be submitted that identifies how the cultural heritage significance of the place will be affected by the proposed works or future use. The statement should be prepared by a heritage professional, and should be consistent with the Heritage Council of WA's guidelines.
- b) If a proposal affects a place that is entered on the State Register of Heritage Places the Local Government may require the preparation of a Conservation Plan, which is to be prepared by a qualified heritage professional, and consistent with the Heritage Council of WA's guidelines.
- c) Where proposed extensions and alterations involve modifications to landscape elements of a place that form part of its heritage significance or are important to its setting a landscaping plan may be required, demonstrating how the impact will be managed, and this should be included in the heritage impact statement where relevant.

- d) Where a Conservation Plan exists for a Heritage place, the development application should include information regarding how the conservation policies and any urgent works identified in the Conservation Plan will be addressed.
- e) Where structural failure is cited as justification for demolition of a place on the Heritage List the onus rests with the applicant to provide a clear justification for demolition, and evidence should be provided from a registered structural engineer that the structural integrity of the building has failed to the point where it cannot be rectified without the removal of a majority of its significant fabric and/or prohibitive costs.

**7.0 Interpretation and Interpretation Plans**

Interpretation can enhance understanding and enjoyment of heritage places, and it can strengthen and sustain the relationships between the community and its heritage. Interpretation can be an integral part of the experience of a heritage place, particularly where the cultural significance of the place is not readily apparent. Accordingly the following policy provisions are applicable:

- a) Opportunities for the interpretation, commemoration and celebration of significant associations between people and a place should be investigated and implemented wherever possible. In particular, the Shire may require the preparation of interpretative material as a condition of development approval for the following proposals:
  - Major redevelopment that involves substantial modifications to a heritage place, or modifications that will negatively impact on the heritage significance of the place;
  - Changes of use for a heritage place, particularly where the original use will no longer be readily apparent;
  - Proposals that will result in the heritage significance of the place not being readily apparent, and which could be explained and enhanced by interpretation;
  - Proposals where there is the opportunity for the for re-use of hardware or artefacts that are associated with the former use in interpretive material;
  - Proposals that will substantially impact on the heritage significance of the place;
  - Demolition (full or partial) of a heritage place.
- b) An interpretation plan may be required where the proposal involves the substantial redevelopment of a major site, such as a commercial or industrial site, particularly where there may be more than one heritage place affected by the proposal.

Related Policies:	
Related Procedures/ Documents	

Delegation Level:	
Adopted:	OM 22 September 2011
Resolution	#8689
Reviewed:	

## 1.0 INTRODUCTION

The Municipal Heritage Inventory for the Shire of Nannup has been prepared in accordance with the requirements of the *Heritage of Western Australia Act 1990* (Section 45) which requires the Councils of all local authorities in Western Australia to compile and maintain inventories of buildings within their districts which are, or may become, of cultural heritage significance. The municipal inventories must be compiled by early 1995 and must involve a process of public consultation. The Heritage Council of Western Australia provides guidelines for the preparation of municipal inventories and this inventory has been prepared in strict accordance with those guidelines.

The preparation of municipal inventories for the shires of Boyup Brook, Bridgetown/Greenbushes, Manjimup and Nannup were commissioned as a joint project between the South West Development Corporation and the individual shires. The brief for the project included the preparation of inventories for each shire and the preparation of a composite heritage strategy for the whole region to be included with the Warren-Blackwood Regional Plan.

The Municipal Inventory for the Shire of Nannup consists of three sections. Firstly the thematic framework, secondly the summary site list with preliminary information and management recommendations for each site and thirdly the detailed assessment of approximately twenty sites in accordance with Heritage Council guidelines. Only twenty sites were assessed in detail due to the cost restrictions of the project, however additional sites can be assessed in more detail as required and at the discretion of the Shire.

The site assessments should be read in conjunction with the thematic framework which provides a summary outline of the history and development of the Shire through time and across a number of themes. The framework was prepared in accordance with Heritage Council guidelines and provides an overview of the history of the Shire organised in accordance with the themes recommended by the Heritage Council and across time periods pertinent to the development of the region. Themes recommended are:

- **Demographic settlement and mobility** : *why people settled; why they moved away; the things they left behind*
- **Transport and communications** : *how people and goods moved; how people communicated and exchanged information*
- **Occupations** : *what people did for sustenance or to add quality to life; paid and unpaid labour*
- **Social and civic activities** : *what people did together as a community; the issues that divided them; the structures they created to serve civic needs*

- **Outside influences** : *events, decisions or changes which affected the community, but were beyond its control*
- **People** : *women and men from all walks of life who left their mark on the history of the community*

The following time periods are used:

**1829 - 1850**  
**1850 - 1885**  
**1885 - 1914**  
**1914 - 1945**  
**1945 - 1975**  
**1975 - 1994**

The thematic framework was prepared on the basis of secondary source documents. The time and funding available for the project has prohibited extensive primary source research. The author can take no responsibility for errors in secondary source documents.

Municipal inventory lists were compiled from a number of sources including Shire schedules, the Heritage Council database and National Trust records. Heritage sites nominated during a program conducted by the South West Heritage Taskforce in 1990 and obtained from the South West Development Commission (previously the South West Development Authority) were also incorporated into the preliminary lists. Additional sites were nominated through the community consultation process.

The summary lists provide basic information on all these sites. This includes the name and location of the site and where possible the date of construction. Where possible a brief description and assessment of significance of the site is included and a guide to appropriate management.

The detailed assessment of the twenty selected sites has been carried out in accordance with the Heritage Council guidelines and the assessment form follows the Heritage Council recommended form. (Appendix A) All assessments include an assessment of the level of heritage significance and recommendations for management. Recommendations are based on Heritage Council management categories which are:

- **Highest level of protection appropriate:** recommended for entry into the State Register of Heritage Places; provide maximum encouragement to the owner to conserve the significance of the place.
- **High level of protection appropriate:** provide maximum encouragement to the owner under the town planning scheme to conserve the significance of the place.

- **Retain and conserve if possible: endeavour to conserve the significance of the place through the provisions of the town planning scheme; photographically record the place prior to any major development or demolition.**
- **Historic site without built features. Recognise - for example with a plaque, place name, or reflection in urban or architectural design.**
- **Significant but not essential to an understanding of the history of the district: photographically record the place prior to any major development or demolition.**
- **Assess in more detail when considering a development application/**

Usually management and implementation are the responsibility of the Shire in consultation with the owners of the sites. Some very significant sites have been recommended for nomination for entry into the Heritage Councils Register of Heritage Places. Sites recommended are:

**Barrabup Townsite Precinct Circa 1908 - 1922.**

Barrabup Pool Rd / Mowen Rd, Nannup.

**Historic Theme:** Occupations. Demographic settlement and mobility.

**Ellis Creek Timber Mill (Site) 1913**

Ellis Creek Rd, Nannup.

**Historic Theme:** Occupations. Demographic settlement and mobility.

**Donnelly River Mill 1948.**

Wheatley, nr Nannup.

**Historic Theme:** Occupations. Demographic settlement and mobility.

**Nannup Mill Chimney 1925.**

Warren Rd, Nannup.

**Historic Theme:** Occupations. Demographic settlement and mobility

**Biddelia Homestead Circa 1876.**

Vasse Hwy. Nannup.

**Historic Theme:** Demographic settlement and mobility.

**Darradup House Circa 1900.**

Longbottom Rd, Nannup. Nelson Loc. 278.

**Historic Theme:** Demographic settlement and mobility.

**Tathra Cottage Circa 1870.**

Balingup Rd, Nannup.

**Historic Theme:** Demographic settlement and mobility.

**Nannup Town Hall 1903 and Supper Room 1937.**  
Warren Rd, Nannup.  
**Historic Theme:** Social and civic activities.

**Nannup Hotel 1900, 1910 and 1924.**  
Lots 3,4,5-9 Warren Rd, Nannup.  
**Historic Theme:** Social and civic activities.

**Templemore Circa 1908.**  
Lot 2, Warren Rd, Nannup.  
**Historic Theme:** Demographic settlement and mobility

Management of all other significant sites is recommend to be undertaken under the provisions of the Shire of Boyup Brook's town planning scheme and specific recommendations have been made for each site.

The Municipal Heritage Inventory should not be regarded as a closed document. Additional sites may be included as information becomes available. However sites should not be removed from the list without an appropriate assessment procedure. *The Heritage Act of Western Australia 1990* requires that all municipal inventories be reviewed every four years.

### 3.4 HOMESTEADS

#### 3.4.1 Biddelia Homestead Circa 1876.

Vasse Hwy.

**Previous Listing:** National Trust classified.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** State significance, early settlement. (Refer to National Trust assessment)

**Management:** Highest level of protection appropriate. Recommended for entry into the State Register of Heritage Places. Nomination by the owner appropriate.

#### 3.4.2 Linden Circa 1909 and 1915.

East Nannup Rd. Nelson location 719.

House named after Linden Mine near Menzies, Broken Hill.

Original house of slab construction built 1880s no longer exists although timbers now form part of the shearing shed floor. Existing house of local bricks built 1909 and extended 1915 in weatherboard and iron with pressed metal walls and ceilings. The site includes a number of outbuildings and a significant irrigation system on Nannup Brook designed by the original owner Robert Lindsay. This is still in use. (SWDA information *Section B*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local significance, early settlement, homestead group typical of the era.

**Management:** High level of protection appropriate.

#### 3.4.3 Cundinnp House Circa 1880s.

Nelson Location 8000

Original wattle and daub house with shingled roof built by Heppingstone. Derelict. (SWDA information *Section B*).

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local significance, early settlement.

**Management:** High level of protection appropriate. Assess in more detail when considering a planning application.



**3.4.4 Jalbarragup House Circa 1876.**

Nelson Loc. 136.

Two roomed cottage constructed of bricks from the site. Intact except for the kitchen which was replaced approx. 50 yrs ago. (SWDA information *Section B*) Some alterations to the fabric including new windows reduce the authenticity, however the building remains substantially intact. Overlooks Jalbarragup Swamp. Stacey Rd. Nelson Loc. 136.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local significance, early settlement.

**Management:** High level of protection appropriate.

**3.4.5 Darradup House Circa 1890s.**

Longbottom Rd. Nelson location 278

Original house built 1868 by Stephen Longbottom. This was located behind the existing house and attached by a verandah. Existing house believed to have been built circa 1890s is part wattle and daub, part slab construction. The cottage has been extended at the rear and some external walls have been cement rendered. The original house is believed to have been pulled down due to severe flood damage in 1951. (SWDA information *Section B*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local significance, early settlement.

**Management:** Highest level of protection appropriate. Recommended for entry into the Heritage Council Register of Heritage Places.

**3.4.6 Dudinalup 1850**

Balingup Rd. Nelson Location 6.

Original part of house circa 1850s thought to have been built by J.G. Reynolds consisted of two stone rooms, now incorporated into larger house. (SWDA information *Section B*)

**Previous Listing:** HC database. SWDA

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local significance, early settlement.

**Management:** Assess in more detail when considering a development application.

**3.4.7 McMahon's Cottage Circa 1932.**

Gold Gully Rd. Nelson Loc. 11172.

Three room stone house built for Len Hall a group settler, by "Pop" Hall stonemason. Two timber rooms added. (SWDA information *Section B*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local significance, settlement.

**Management:** Assess in more detail when considering a development application.

**3.4.8 Tathra Cottage; Circa 1870.**

Balingup Rd.

Slab construction cottage built by William Ellis. Building has been restored by present owners and is open as an interpretive centre/ folk museum.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** State significance as a benchmark for housing of the period.

**Management:** High level of protection appropriate. Recommended for entry into the State Register of Heritage Places.

**3.4.9 Quannup House; Possibly Circa 1864 and 1924.**

House built of hand hewn timber and mud bricks fired on the site. Extended 1924. (SWDA information *Section B*)

Map ref. Old Jasper 1:50,000 HO 44degrees Nelson Loc.149.

**Nominee:** L. Scott, 37 Bignall Dr. Busselton.

**Previous Listing:** SWDA.

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local significance, settlement.

**Management:** Assess in more detail when considering a development application.

**3.5 NANNUP TOWNSITE SITES****3.5.1 Westpac Bank Building Circa 1928.**

Warren Rd. Lot 10

Rendered brick walls, iron roofed store built by T.Gorman publican of the Nannup hotel after the completion of the hotel renovations. Originally constructed as a grocers store. Used by the Bank of New South Wales circa 1940s. (SWDA information *Blythe's Screeed*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Occupations.

**Significance:** Significant to the development of the town of Nannup.

**Management:** Retain and conserve if possible.

**3.5.2 Shop 1905.**

Warren Rd Lots 13, Loc. 3.

Front brick section built as grocers store for James Kearney Jnr of Templemore. Timber rear additions and corrugated iron roof. The building has had various commercial uses. (SWDA information *Section A*)

**Previous Listing:** HC database.

**Historic Theme:** Occupations.

**Significance:** Significant to the development of the town of Nannup.

**Management:** Retain and conserve if possible.

**3.5.3 Ammon's Store Circa 1930.**

Warren Rd. Lot 12.

Timber and iron shop and store built by J. Whittle for Mrs H. Ammon. Shop front added later. SWDA information *Blythe's Screeed*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Occupations.

**Significance:** Significant to the development of the town of Nannup.

**Management:** Retain and conserve if possible.

**3.5.4 Suda's Shops; Circa 1910.**

Cnr Warren and Forrest Sts. Lot 5.

Constructed for Mr George and used as a chemist and drapery. Timber and iron construction.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Occupations.

**Significance:** Significant to the development of the town of Nannup.

**Management:** Retain and conserve if possible.

**3.5.5 Pre-primary Centre; Circa 1930.**

Adam St/Grange Rd.

The building was originally constructed as the first stage of the proposed new Nannup Primary School. Six classrooms were proposed but the building was never completed. (SWDA information *Section A*). Brick and iron construction.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.6 Shire Office Circa 1905.**

Adam St. Lot 242.

Shire offices took over the building in 1966. The building was previously used as a school and comprised a one roomed building constructed on the site in 1905 and additional rooms from Ellis Creek and Barrabup mill towns added circa 1925. The original room and the room from Ellis Creek remain although the room from Barrabup has been demolished. The building has been renovated. (SWDA information *Section A*) Timber framed construction.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.7 RSL Hall**

Cross St.

**Previous Listing:** HC database.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** Assess in more detail when considering a planning application.

**3.5.8 Masonic Lodge Circa. 1936.**

Dunnett Rd, Nannup.

Building of random stone construction with brick quoining. Red corrugated iron roof.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.9 Nannup Cemetery 1906**

Warren Rd; Reserve 9313.0

Land set aside 1906 First Church of England internment 1908. Sections for denominations and paupers. Still in use. (SWDA information *Section A*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Demographic settlement and mobility

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.10 Killerby's Building Circa 1920s; extended 1930s.**

Lot 4 Warren Rd, Nannup.

Timber and iron building originally used as a grocery store by J. Donovan. Purchased by Killerbys of Busselton in 1930s. (SWDA information *Blythe's Scream*)

**Map ref:** Nannup UBD D4.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Occupations.

**Significance:** Significant to the development of the town of Nannup.

**Management:** Retain and conserve if possible.

**3.5.11 Town Hall and Supper Room 1903 and 1937.**

Warren Rd, Nannup.

**Previous Listing:** HC database; National Trust classified.

Town hall built 1903 and was used for various functions including school, church and cinema. Supper room built 1937. Buildings restored and reopened by the Town Hall Preservation Society 1988. (Shire Hall information sheet)

**Nominee:** Nannup Town Hall Preservation Society

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social. (Refer to National trust assessment)

**Management:** Highest level of protection appropriate. Recommended for entry into the State Register of Heritage Places.

**3.5.12 St Thomas Moore R.C. Church 1925.**

Warren Rd, Nannup.

Church built 1925. Convent and school on the site constructed circa 1930s and used until 1960s. The building has been relocated to Busselton. (SWDA information *Blythe's Screeed*)

**Previous Listing:** HC database.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.13 Uniting Church; Circa 1937.**

Warren Rd, Nannup.

Originally a Methodist church. The site originally also contained a church hall and manse which have subsequently been demolished. (SWDA information *Blythe's Screeed*)

**Previous Listing:** HC database.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.14 Nannup Hotel 1900, 1910 and 1924.**

Lots 3,4,5-9 Warren Rd.

The single storey brick and iron building was constructed in 1900 and 1910 and the two storey section added in 1924. The building was modernised in 1965.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** Highest level of protection appropriate. Recommended for entry into the State Register of Heritage Places.

**3.5.15 All Saints Anglican Church 1914.**

Lot 1010 Warren Rd, Nannup.

Built by same builders as Town Hall. opened 6.6.1914 by Bishop Goldsmith of Bunbury. (SWDA information *Blythe's Screeed*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.16 Police Station (Tourist Centre) 1923**

Warren Rd/Brockman St

The police station includes a lockup and exercise yard. The building was used until 1984 and has since been converted for use a the tourist bureau. (SWDA information *Section A*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities. Law and order.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.17 Police Quarters 1923.**

Warren Rd/Brockman St.

House built in association with the police station.

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities. Law and order.

**Significance:** Local historic and social.

**Management:** High level of protection appropriate.

**3.5.18 Fmr Road Board Office**

Warren Rd/Brockman St. Lot 1.

Building constructed of concrete blocks with an iron roof. The site was allocated for the Roads Board Office in 1896 however the existing building was probably built later, possibly circa 1920. The building was used by the Nannup Roads Board until 1966. (SWDA information *Section A*)

**Previous Listing:** HC database. SWDA.

**Historic Theme:** Social and civic activities

**Significance:** History of local government in the area.

**Management:** High level of protection appropriate.

**3.5.19 Nannup Hospital; 1925.**

Lot 133, Carey St, Nannup.

Hospital opened 10.10.1925 by the Minister for Health Mr Norm Baxter, however the hospital is believed to have been operating prior to this. Built by Mr Clay and Mr Worthington. The building has been extended and altered over the period of its history. (SWDA information *Section A*)

**Historic Theme:** Social and civic activities.

**Significance:** Local social history.

**Management:** Building significant but not essential to an understanding of the place. Social history significant, record and provide interpretive material relating to the development of Nannup.

**3.5.20 Darradup School; 1900.**

Longbottom Road, Darradup.

First school in the Nannup district, 1900.

**Historic Theme:** Social and civic activities

**Significance:** History of education in the area.

**Management:** High level of protection appropriate.

**3.6 COTTAGES AND RESIDENTIAL BUILDINGS IN NANNUP****3.6.1 Templemore Circa 1908.**

Lot 2, Warren Road, Nannup.

Home of James Kearney, early resident of Nannup. James Kearney purchased lots 2 and 3 in 1896. (*History of Nannup* p35)

**Previous Listing:** National Trust classified..

**Historic Theme:** Demographic settlement and mobility.

**Significance:** State significance, early settlement. (Refer to National Trust assessment)

**Management:** Highest level of protection appropriate. Recommended for entry into the State Register of Heritage Places. Nomination by the owner appropriate.

**3.6.2 Inkster's House Circa 1905.**

Lot 5, Forrest St, Nannup.

Built circa 1905 at Ellis Creek, transported to present site for Mrs Ammon 1924 when Ellis Creek closed. (SWDA information *Section A*)

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local social history.

**Management:** Assess in more detail when considering a development application.

**3.6.3 Clarke's House, Circa 1905.**

Lot 6, Forrest St, Nannup.

Built circa 1905 at Ellis Creek, transported to present site for Jim Merchant, a horse teamster, 1924 when Ellis Creek closed. (SWDA information *Section A*)

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local social history.

**Management:** Assess in more detail when considering a development application.

**3.6.4 Bull's House; Circa 1905.**

Lot 2, Wilson St, Nannup.

Built circa 1905 at Ellis Creek, transported to present site for Mr C. Bull 1924 when Ellis Creek closed. (SWDA information *Section A*)

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local social history.

**Management:** Assess in more detail when considering a development application.

**3.6.5 Sexton's House; Circa 1915.**

Lot 93, Wilson St, Nannup.

House built by sleeper cutter Josh Sexton for his bride Janet Bishop. (SWDA information *Section A*)

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local social history.

**Management:** Assess in more detail when considering a development application.

**3.6.6 Old Higgins Homestead; Circa 1913.**

Lot 641, North St, Nannup.

House built from clay bricks from the swamp between the house and the Blackwood River. Built for George Higgins original owner of Nannup Hotel. (SWDA information *Section A*)

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local social history.

**Management:** Assess in more detail when considering a development application.

**3.6.7 Eileen Higgins House and swamp; Circa 1912.**

Lot 68, Warren Rd, Nannup.

Homestead built as a hardware and blacksmith shop for George Higgins after he sold the Nannup Hotel to T. Gorman. There were originally stables behind. (SWDA information *Section A*)

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local social history.

**Management:** Assess in more detail when considering a development application.



**3.6.8 Bakehouse; Circa 1932.**

Lot 160, Warren Road, Nannup.

Built by Wally Sexton early 1930s and includes an original wood fired oven.

(SWDA information *Section A*)

**Historic Theme:** Demographic settlement and mobility.

**Significance:** Local social history.

**Management:** Assess in more detail when considering a development application.

**MUNICIPAL INVENTORY PLACE RECORD FORM  
SHIRE OF NANNUP**

**ALL SAINTS ANGLICAN CHURCH**

**L.G.A. Site No.**

**HCWA No. 90 1781**

**ASSESSED BY**

**Name** Heritage and Conservation Professionals

**Contact details** P.O. Box 7576 Cloisters Square, Perth, 6850. Ph. (09) 4815021.

**Date** Dec. 1994.

**PHOTOGRAPH**

**Date** Dec. 1994



**NAME ADDRESS & OWNERSHIP OF THE PLACE**

**Name of Place** All Saints Anglican Church

**Address** Warren Rd, Nannup

**Occupied** No

**Public Access** Restricted

**DESCRIPTION OF THE PLACE AND ITS SETTING**

All Saints Anglican Church was constructed in 1914 and opened by Bishop Goldsmith of Bunbury on 6/6/1914. The building is constructed of weatherboard and iron.

**BUILDING DETAILS**

Type Church

Construction Date(s) 1914

Sources for dates Dedication plaque

Original use Church Later / Current use(s) Church

Construction materials Weatherboard and iron

Alterations Not known

Intactness of fabric Good

Condition Good

Architect / designer / builder Not known

**SITE TYPE**

Building - Church

**STATEMENT OF SIGNIFICANCE**

All Saints Anglican Church is of significance to the history of the development of Nannup. Its particular significance to members of the Anglican Church. It is a fine example of a timber church.

**SUPPORTING INFORMATION****Bibliography**

*Blythe's Screech*, collected 1990 by South West Heritage Taskforce

**HISTORIC THEME AND SUB THEME**

Social and civic activities

**PREVIOUS LISTINGS**

Heritage Council database; SWDA Heritage Taskforce 1990.

**MANAGEMENT**

High level of protection appropriate; provide maximum encouragement to the owner under the town planning scheme to conserve the significance of the place.

## PART 7 – HERITAGE PROTECTION

### 7.1 HERITAGE LIST

- 7.1.1 The local government is to establish and maintain a Heritage List to identify those places within the Scheme Area to be of cultural heritage significance and worthy of conservation under the provisions of the Scheme, together with a description of each place and the reasons for its entry.
- 7.1.2 In the preparation of the Heritage List the local government is to:
- (a) have regard to the Municipal Inventory prepared by the local government pursuant to Section 45 of the Heritage of Western Australia Act 1990; and
  - (b) include on the Heritage List such of the entries on the Municipal Inventory as it considers to be appropriate.
- 7.1.3 In considering a proposal to include a place on the Heritage List, the local government is to:
- (a) notify in writing the owner and occupier of the place and provide them with a copy of the description proposed to be used under clause 7.1.1 and the reasons for the proposed entry;
  - (b) invite submissions on the proposal from the owner and occupier of the place within 21 days of the day the notice is served;
  - (c) carry out such other consultations as it thinks fit; and
  - (d) consider any submissions made and resolve to enter the place on the Heritage List with or without modification or reject the proposal after consideration of the submissions.
- 7.1.4 Where a place is included on the Heritage List, the local government is to give notice of the inclusion to the Commission, the Heritage Council of Western Australia and to the owner and occupier of the place.
- 7.1.5 The local government is to keep a copy of the Heritage List with the Scheme documents for public inspection.
- 7.1.6 The local government may remove or modify the entry of a place on the Heritage List by following the procedures set out in clause 7.1.3.

### 7.2 DESIGNATION OF A HERITAGE AREA

- 7.2.1 If, in the opinion of the local government, special planning control is needed to conserve and enhance the cultural heritage significance and character of an area, the local government may, by resolution, declare that area as a Heritage Area.
- 7.2.2 The local government is to:
- (a) adopt for each Heritage Area a Local Planning Policy which is to comprise:
    - (i) a map showing the boundaries of the Heritage Area;
    - (ii) a record of places of heritage significance; and
    - (iii) objectives and guidelines for the conservation of the Heritage Area; and
  - (b) keep a copy of the Local Planning Policy for any designated Heritage Area with the Scheme documents for public inspection.

**Note:**

**1. The purpose and intent of the heritage provisions are:**

- (a) to facilitate the conservation of places of heritage value; and*
- (b) to ensure as far as possible that development occurs with due regard to heritage values.*

**2. A "place" is defined in Schedule 1 and may include works, buildings and contents of buildings.**

**7.2.3 If a local government proposes to designate an area as a Heritage Area, the local government is to:**

- (a) notify in writing each owner of land affected by the proposed designation and provide the owner with a copy of the proposed Local Planning Policy for the Heritage Area;**
- (b) advertise the proposal by:**
  - (i) publishing a notice of the proposed designation once a week for two consecutive weeks in a newspaper circulating in the Scheme Area;**
  - (ii) erecting a sign giving notice of the proposed designation in a prominent location in the area that would be affected by the designation; and**
  - (iii) such other methods as the local government considers appropriate to ensure widespread notice of the proposal;**

and

- (c) carry out such other consultation as the local government considers appropriate.**

**7.2.4 Notice of a proposal under Clause 7.2.3(b) is to specify:**

- (a) the area subject of the proposed designation;**
- (b) where the Local Planning Policy which will apply to the proposed Heritage Area may be inspected; and**
- (c) in what form and in what period (being not less than 21 days from the date of the notice) submissions may be made;**

**7.2.5 After the expiry of the period within which submissions may be made, the local government is to:**

- (a) review the proposed designation in the light of any submissions made; and**
- (b) resolve to adopt the designation with or without modification, or not to proceed with the designation.**

**7.2.6 If the local government resolves to adopt the designation, the local government shall forward a copy of the designation to the Heritage Council of Western Australia, the Commission and each owner of land affected by the designation.**

**7.2.7 The local government may modify or revoke a designation of a Heritage Area.**

**7.2.8 Clauses 7.2.3 to 7.2.6 apply, with any necessary changes, to the amendment of a designation of a Heritage Area.**

### **7.3 HERITAGE AGREEMENTS**

The local government may, in accordance with the Heritage of Western Australia Act 1990, enter into a heritage agreement with an owner or occupier of land or a building for the

purpose of binding the land or affecting the use of the land or building in so far as the interest of that owner or occupier permits.

*Note:*

*1. A heritage agreement may include a covenant intended to run with the land relating to the development or use of the land or any part of the land.*

*2. Detailed provisions relating to heritage agreements are set out in the Heritage of Western Australia Act 1990.*

#### **7.4 HERITAGE ASSESSMENT**

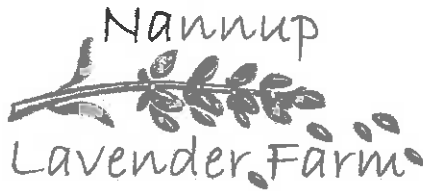
Despite any existing assessment on record, the local government may require a heritage assessment to be carried out prior to the approval of any development proposed in a Heritage Area or in respect of a heritage place included on the Heritage List.

#### **7.5 VARIATIONS TO SCHEME PROVISIONS FOR A HERITAGE PLACE AND HERITAGE AREA**

Where desirable to

- (a) facilitate the conservation of a heritage place entered in the Register of Places under the Heritage of Western Australia Act 1990 or listed in the Heritage List under sub-clause 7.1.1; or
- (b) enhance or preserve heritage values in a heritage area declared under sub-clause 7.2.1,

the local government may vary any site or development requirement specified in the scheme or the Residential Planning Codes, by following the procedures set out in clause 5.6 of the scheme.



SHIRE OF NANNUP RECEIVED			
Ref: _____		No. _____	
23 JAN 2015			
GEO	AO	LIB	FMO
PLS	FO	PUB	YO
VLM	CO		RO
MDS	CP		
Email: lavenderfarm@westnet.com.au			
www.westnet.com.au/lavenderfarm			

P O Box 119  
Nannup WA 6275  
Ph 97560242  
0428302370

Jane Buckland  
Development Services Officer  
P O Box 11  
Nannup WA 6275

Wednesday, 21 January 2015

**RE Chalet Development ref A902**

In support of our planning application Reference A 902 we request consideration be given to supporting the development of chalet accommodation with an exception to allow one chalet to be built at this time to complement our current camping facilities.

Our property is already an established agricultural and tourism business. We have developed a tourism attraction which we have struggled to make financially viable due to the low tourism numbers in the Nannup area. In our efforts to make the property viable we have created a small camping area and we have visitors enjoying a "farm stay" experience. To complement this we would like to offer short stays in more comfortable facilities.

Our agricultural production is only suitable for a small area of our landholding given the rocky nature of our pastures. We grow lavender flowers and are increasing these plantings as well as olive and pistachio trees and this will remain the predominant use of the property.

Historically our land has never been used for horticulture and was seen as a barren land only good for occasional grazing of cattle. We are on two major roads connecting Nannup to Manjimup and Pemberton. Access to our farm is via these major roads and we have built a crossover at our entrance. There is no close natural assets which will be effected by this development.

Our preferred site for the chalet is on a ridge of rock 60 m west from our residence as this site is easily accessed from our current car park and main entrance. The chalet will use our current electrical connection and we have enough water storage already to support this new building.

Limited access to power restricts our ability to develop two chalets at this time on our property and we request exemption from this requirement given that we already have an approved camping facility.

Kind Regards

*H Walford*

Heather Walford and Rob Marshall



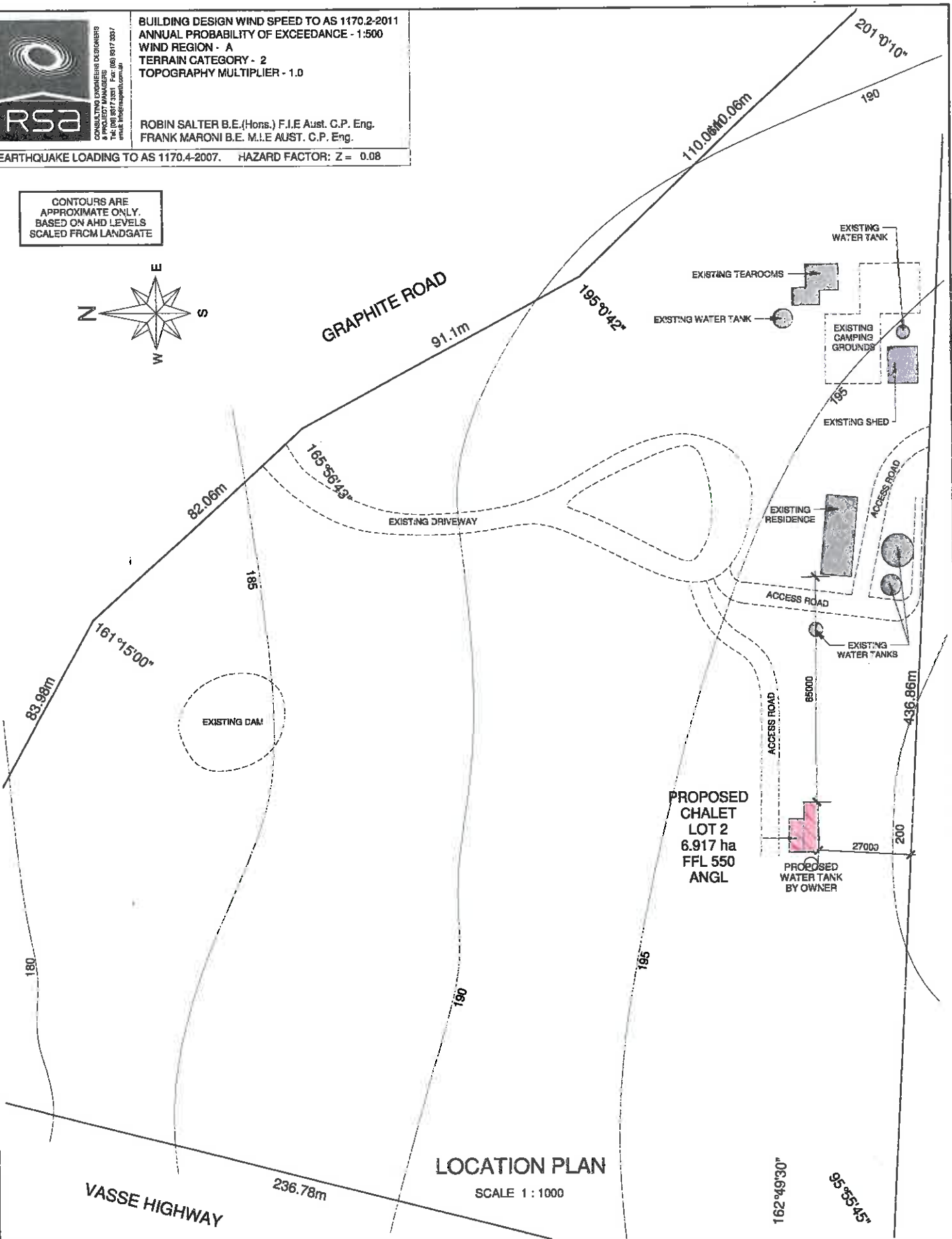
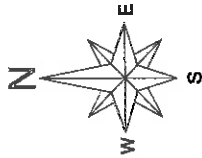
CONSULTING ENGINEERS  
& PROJECT MANAGERS  
Tel: (08) 9317 3301 Fax: (08) 9317 3337  
email: info@rsaconsulting.com.au

BUILDING DESIGN WIND SPEED TO AS 1170.2-2011  
ANNUAL PROBABILITY OF EXCEEDANCE - 1:500  
WIND REGION - A  
TERRAIN CATEGORY - 2  
TOPOGRAPHY MULTIPLIER - 1.0

ROBIN SALTER B.E. (Hons.) F.I.E. Aust. C.P. Eng.  
FRANK MARONI B.E. M.I.E. AUSTR. C.P. Eng.

EARTHQUAKE LOADING TO AS 1170.4-2007. HAZARD FACTOR: Z = 0.08

CONTOURS ARE APPROXIMATE ONLY. BASED ON AHD LEVELS SCALED FROM LANDGATE



LOCATION PLAN  
SCALE 1 : 1000

PIVOT WAY Pty Ltd. A.C.N. 659 739 512 A.B.N. 85 051 739 512 TRADING AS

31 change boulevard, wangara, wa 6065  
po box 1229, wangara, wa 6947  
telephone: (08) 9302 1131 fax: (08) 9302 1132 country toll free: 1800 62 1131  
website: www.mcgrathhomes.com.au e-mail: sales@mcgrathhomes.com.au

THIS PLAN IS THE PROPERTY OF MCGRATH HOMES AND SHALL NOT BE COPIED OR USED WITHOUT THEIR PERMISSION

PROPOSED CHALET FOR:  
**RALPH & CELIA WALFORD**  
  
LOT 2(#815) GRAPHITE ROAD  
NANNUP

Date	Rev	Description

job no.	141081
date	03/12/2014
drawn	R.R.
checked	P.S.
sheet no.	9 of 10
rev.	



**INTERNAL OPENINGS:**

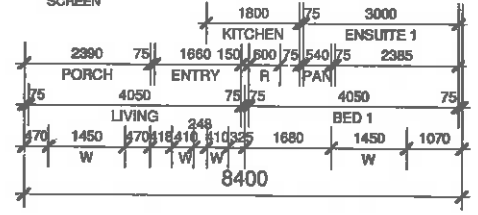
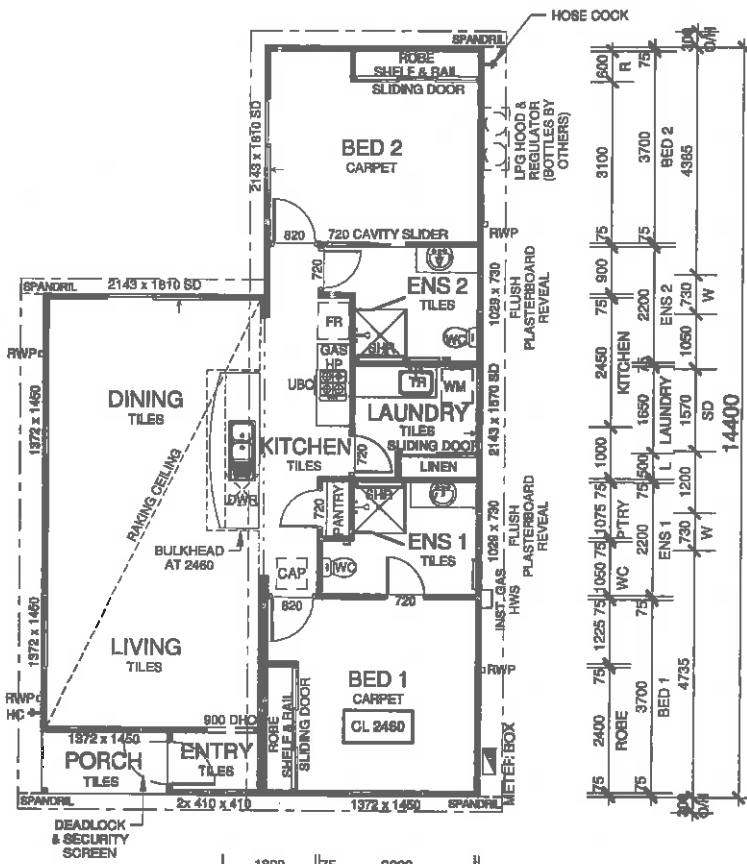
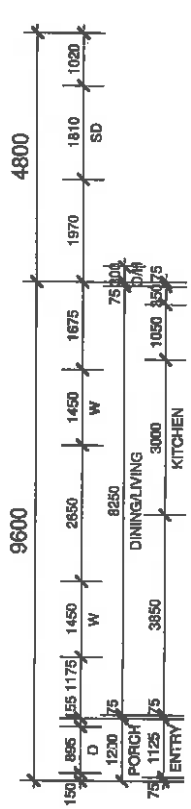
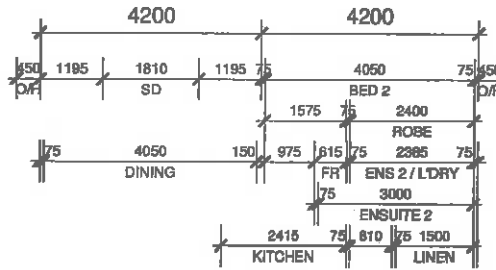
DHO: FLUSHED DOOR HEIGHT OPENING  
DFO: DOOR FRAME OPENING  
FHO: FULL HEIGHT OPENING

**CARPENTERS NOTE:**

SILICON BEAD REQUIRED AT BASE OF WALL FRAMES TO ALL TILED WET AREAS

**AREAS**

HOUSE: 100.8m<sup>2</sup>



**FLOOR PLAN**

SCALE 1:100

31 challenge boulevard, wangara, wa 6085  
po box 1225, wangara, wa 6047  
telephone: (08) 9302 1131 fax: (08) 9302 1132 country toll free: 1800 62 1131  
website: www.mcgrathhomes.com.au e-mail: sales@mcgrathhomes.com.au

**mcgrath** homes

PROPOSED CHALET FOR:  
**RALPH & CELIA WALFORD**  
LOT 2(#815) GRAPHITE ROAD  
NANNUP

**RS&A**  
CONSULTING ENGINEERS DESIGNERS  
& PROJECT MANAGERS  
168 HIGH STREET  
WARRINGTON, WA 6107  
TEL: (08) 9477 2877  
WWW.RSAND.A.COM.AU

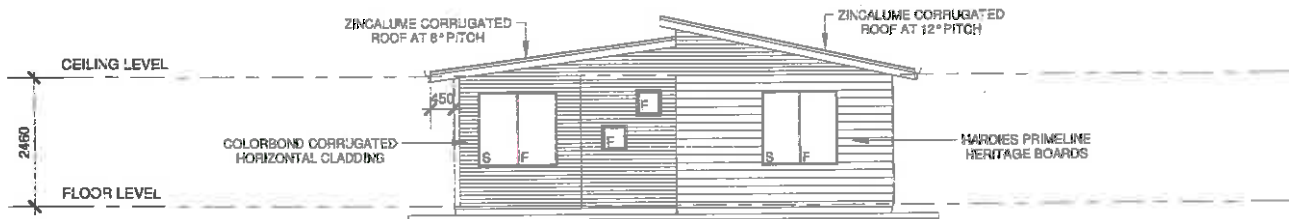
BUILDING DESIGN WIND SPEED TO AS 1170.2-2011  
ANNUAL PROBABILITY OF EXCEEDANCE - 1.500  
WIND REGION - A  
TERRAIN CATEGORY - 2  
TOPOGRAPHY MULTIPLIER - 1.0

ROBIN SALTER B.E.(Hons.) F.I.E Aust. C.P. Eng.  
FRANK MARONI B.E. M.I.E AUST. C.P. Eng.

EARTHQUAKE LOADING TO AS 1170.4-2007. HAZARD FACTOR: Z = 0.08

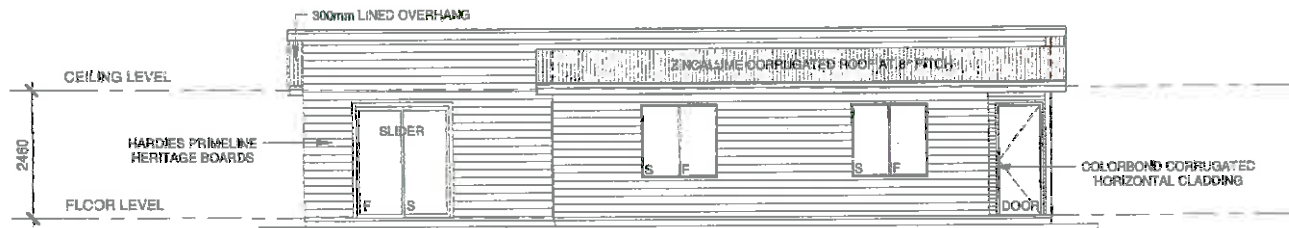
Date	Rev	Description

job no.	141081
date	03/12/2014
drawn	R.R.
checked	P.S.
sheet no.	rev.



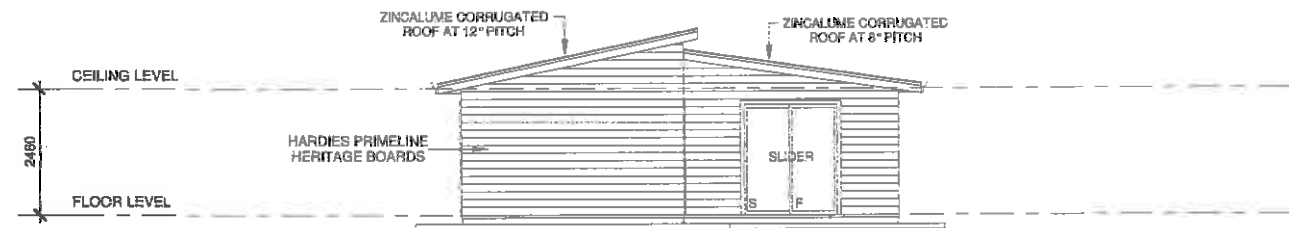
**FRONT ELEVATION**

SCALE 1 : 100



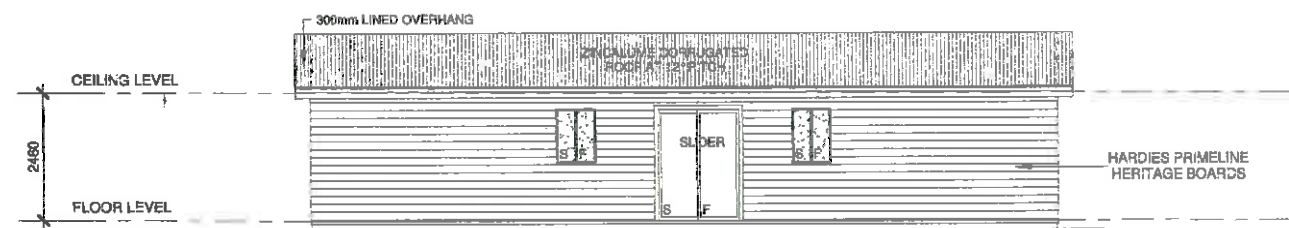
**LEFT SIDE ELEVATION**

SCALE 1 : 100



**REAR ELEVATION**

SCALE 1 : 100



**RIGHT SIDE ELEVATION**

SCALE 1 : 100



BUILDING DESIGN WIND SPEED TO AS 1170.2-2011  
ANNUAL PROBABILITY OF EXCEEDANCE - 1:500  
WIND REGION - A  
TERRAIN CATEGORY - 2  
TOPOGRAPHY MULTIPLIER - 1.0

ROBIN SALTER B.E.(Hons.) F.I.E Aust. C.P. Eng.  
FRANK MARONI B.E. M.I.E AUST. C.P. Eng.

EARTHQUAKE LOADING TO AS 1170.4-2007. HAZARD FACTOR: Z = 0.08

PROXY Pty Ltd A.C.N. 095 798 912 A.B.N. 95 095 798 912 TRADING AS

31 challenge boulevard, wangara, wa 6065  
po box 1229, wangara, wa 6947  
telephone: (08) 9302 1131 fax: (08) 9302 1132 country toll free: 1800 62 1131  
website: www.mcgrathhomes.com.au e-mail: sales@mcgrathhomes.com.au

PROPOSED CHALET FOR:

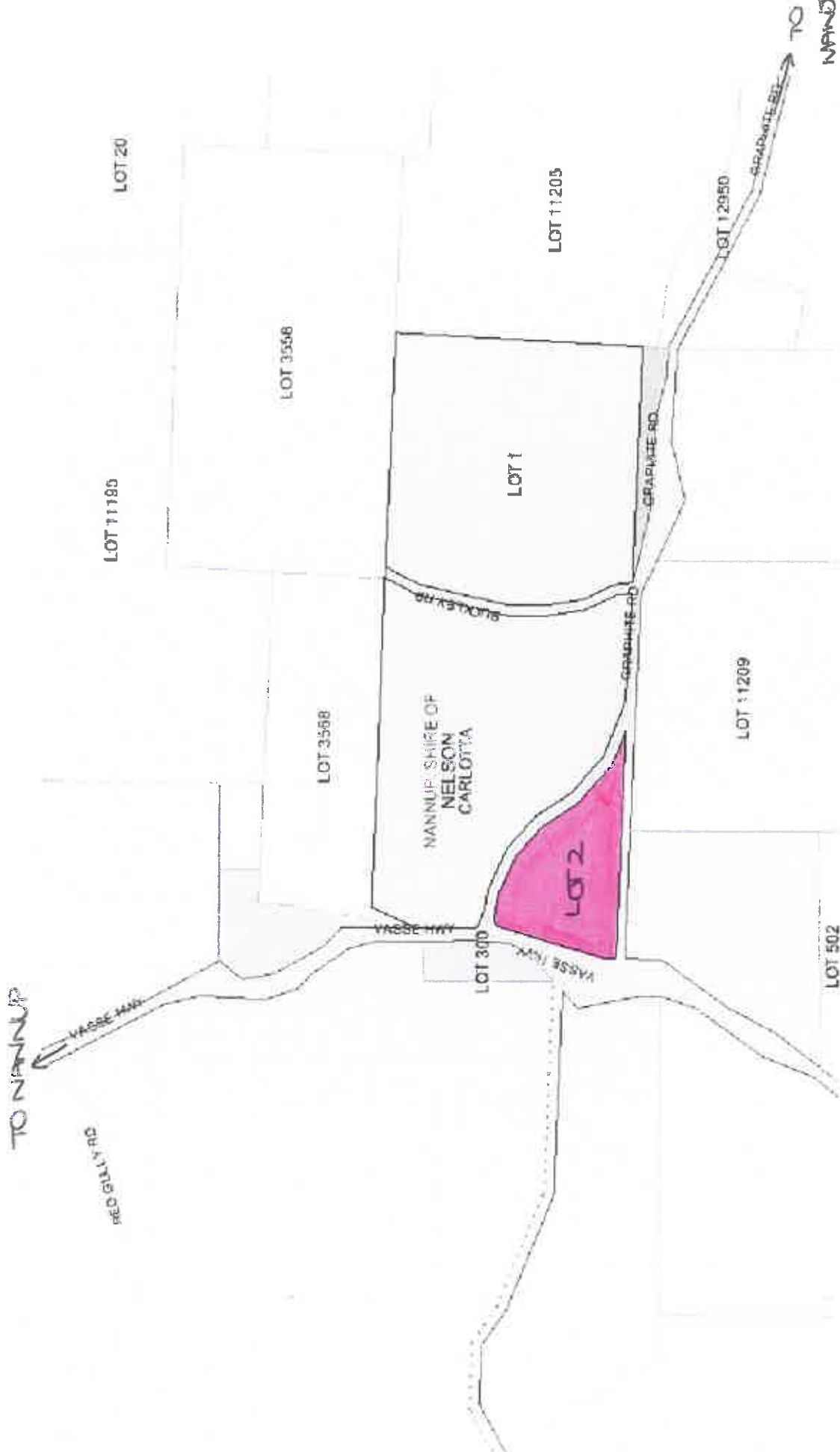
**RALPH & CELIA WALFORD**

**LOT 2(#815) GRAPHITE ROAD  
NANNUP**

Date	Rev	Description

job no.	141081
date	03/12/2014
drawn	R.R.
checked	P.S.
sheet no.	5 of 10
rev.	

Attachment 12.3.2





**Government of Western Australia**  
**Department of Fire & Emergency Services**

**E-MAILED**  
 10 31 9315

SHIRE OF NANNUP			
RECEIVED			
Ref:	No.		
03 MAR 2015			
CEO	AO	LIA	FMO
WCS	EO	PUB	YO
VFM	COO		RO
MDS	CR:		



Our Ref: BY01858-04  
 Your Ref: A902

**A/Chief Executive Officer**  
**Shire of Nannup**  
**PO Box 11**  
**NANNUP WA 6275**

By Email

Attention: E.H. Kelly

Dear Sir

**REFERRAL RESPONSE – PLANNING APPLICATION – LOT ~~902~~<sup>2</sup> GRAPHITE ROAD, CARLOTTA – SINGLE CHALET DEVELOPMENT**

Thank you for seeking advice from the Department of Fire & Emergency Services (DFES) on the above proposal.

DFES recommends that the Council give due regard to the current SPP 3.4 and future SPP 3.7 relating to bushfire risk mitigation.

Given the close proximity of remnant vegetation that inherently presents a high bushfire risk, DFES recommends that the development have a BAL assessment undertaken in accordance with AS 3959, to confirm the necessary setbacks required to provide sufficient defendable space whilst also being sufficient to ensure a maximum BAL-29 rating is applicable to the proposed development.

As such DFES support cannot be given to the proposal at this time, and it is recommended that the proposal not progress until DFES is advised that suitable bushfire risk mitigation strategies have been prepared and submitted for implementation.

Should you require further information please contact the DFES Regional office on 9780 1900.

Yours faithfully

**DOUG VAN BAVEL**  
**LAND USE PLANNING OFFICER**

3 March 2015

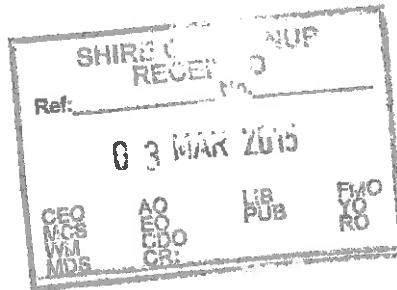


Government of Western Australia  
 Department of Parks and Wildlife  
 Regional Services Division

**E-MAILED**  
 to 91315

Your ref: A902  
 Our ref: PRS37580 2006/003775  
 Enquiries: Tracy Teede  
 Phone: 08 9725 4300  
 Fax: 08 9725 4351  
 Email: ewlanduseplanning@dpaw.wa.gov.au

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



ATTENTION: Planning Unit

**SINGLE CHALET DEVELOPMENT - LOT <sup>2</sup>902 GRAPHITE ROAD CARLOTTA**

I refer to your letter of 10 February 2015 forwarding a development application for the above property for the Department of Parks and Wildlife's (Parks and Wildlife) consideration and comment.

The following comments are provided on the proposal.

Lot 902 is adjacent to Timber Reserve O 102 25 (TR) along the southern boundary which is managed by Parks and Wildlife. The vegetation on the adjacent TR would be considered to be an extreme bushfire hazard.

As a Fire Combat Authority for bushfire on the adjacent Parks and Wildlife managed lands, it is likely that Parks and Wildlife would be the lead agency for bushfire suppression in the event of a bushfire in the vicinity of the subject property. Approval of the development should not result in impositions being placed upon the management of the adjoining Parks and Wildlife managed lands.

Given the extreme bushfire hazard associated with the adjoining Timber Reserve, the proponent should ensure the *Planning for Bush Fire Protection Guidelines (May 2010)* are considered for any future building construction. Buildings should be constructed to the Australian Standard for building in bushfire prone areas (AS3959 2009) to minimize the risk of bushfire ember entry.

Parks and Wildlife supports provision of 100 metre combined building protection and hazard separation zones between buildings and areas of extreme bushfire hazard, regardless of building construction levels. The 100 metre Hazard Separation Zone is designed to provide a degree of protection for people and property from wildfire occurring on land supporting such dense shrub land.

The applicant proposes to construct a chalet approximately 27m from the southern boundary and adjacent to the TR. Parks and Wildlife notes Lot 902 contains large areas cleared of native vegetation which could accommodate the 100m fire management provision area.

Parks and Wildlife trusts that environmental planning issues including those not specifically referred to in this letter will be appropriately managed through the planning system.

Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the Parks and Wildlife South West Region office if you have any queries regarding this advice.

For Regional Manager

3 March 2015

**E-MAILED**  
10 Mar 2015

Jane Buckland

---

**From:** Wayne & Cath Jolley <jolleysbusso@westnet.com.au>  
**Sent:** Sunday, 8 March 2015 6:07 PM  
**To:** Jane Buckland  
**Subject:** RE: Planning Application - Lot 2 Graphite Road, Carlotta - Single Chalet Development

Jane,

I know that I am late with comments but I do not have any problems with this proposal, it seems a good fit. My only issue would be to establish that they have sufficient water.

*Wayne Jolley*  
*Building Surveyor*  
*Shire of Nannup*

0419 237 231

---

**From:** Building Services [<mailto:building@nannup.wa.gov.au>]  
**Sent:** Friday, 6 March 2015 4:10 PM  
**To:** Wayne & Cath Jolley ([jolleysbusso@westnet.com.au](mailto:jolleysbusso@westnet.com.au))  
**Subject:** FW: Planning Application - Lot 2 Graphite Road, Carlotta - Single Chalet Development

Kind regards

*Wayne Jolley*  
Building Surveyor



Adam Street . PO Box 11 Nannup WA 6275  
P: 9756 1018 . F: 9756 1275.  
[www.nannup.wa.gov.au](http://www.nannup.wa.gov.au)

---

**From:** Jane Buckland  
**Sent:** Tuesday, 10 February 2015 11:01 AM  
**To:** Chris Wade; Building Services; health  
**Subject:** Planning Application - Lot 2 Graphite Road, Carlotta - Single Chalet Development

Hi all,

The Shire of Nannup has recently received the attached planning application for a single chalet development to be situated at the Nannup Lavender Farm, Lot 2 Graphite Rd, Carlotta.

**E-MAILED**  
15 FEB 2015

Jane Buckland

**From:** Van Wyk, Leon <leon.vanwyk@agric.wa.gov.au>  
**Sent:** Wednesday, 25 February 2015 3:47 PM  
**To:** Jane Buckland  
**Subject:** Comment: Planning Application – Lot 902 Graphite Road, Carlotta – single chalet development

Jane

Dear Sir/Madam

**COMMENT: PLANNING APPLICATION – LOT <sup>2</sup>902 GRAPHITE ROAD, CARLOTTA – SINGLE CHALET DEVELOPMENT**

Thank you for the opportunity to comment on the development of a single chalet at lot 902 Graphite Road, Carlotta.

The Department of Agriculture and Food (DAFWA) does not object to the proposed development of a single chalet to compliment the current small camping ground at the abovementioned lot, but would like to make the following comment:

1. The property is part of a subdivision of small lots with limited agricultural potential.
2. The chalet site is well buffered and the risk of an offsite impact is expected to be minimal.

I trust these comments inform your decision on this matter. If you have queries regarding the comments, please contact Leon van Wyk at (08) 9780 6171 or [leon.vanwyk@agric.wa.gov.au](mailto:leon.vanwyk@agric.wa.gov.au)

Regards,

Leon van Wyk | Development Officer  
Department of Agriculture and Food, Western Australia  
PO Box 1231 | Bunbury WA 6230  
t +61 (0)8 9780 6171 | m +61 (0)427 086 946  
w [agric.wa.gov.au](http://agric.wa.gov.au)



A progressive, innovative and profitable agrifood sector that benefits Western Australia

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24<sup>th</sup> February  
Nannup

EH Kelly  
Acting CEO

Your ref. A902

Dear Jim,

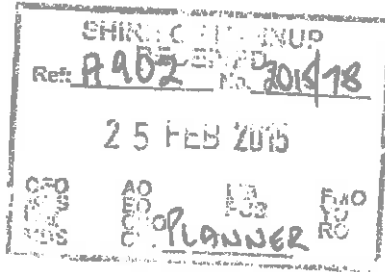
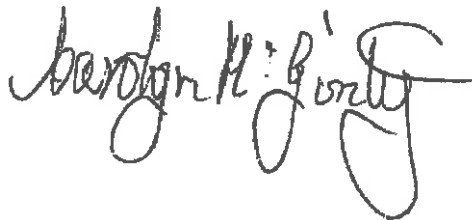
Re. Planning Application Lot <sup>2</sup>902 Graphite Road Carlotta Single Chalet Development

We wish to give our support to the proposed development. It is our opinion that the Lavender Farm is an important part of Nannup's fledgling tourism industry and provides an environmentally sound tourist attraction. To be able to offer accommodation in this setting would be very appropriate.

Yours faithfully,



John and Carolyn McGinty



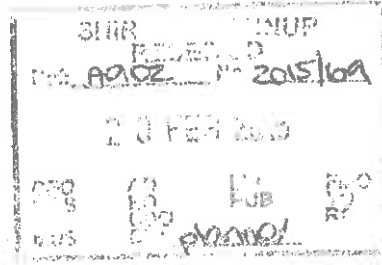
**E-MAILED**  
to ST91815

PO Box 107

Received in Good Order:
Completions Checked:
Prices Checked / Fair:
Production:
Version For Input:



**E-MAILED**  
to ST 9/15/15



Our ref: SW018197  
Contact: Silvana Del Borrello

17 February 2015

Shire of Nannup  
PO Box 11  
NANNUP WA 6275

Attention: Jane Buckland

Dear Sir/Madam,

Planning Application Ref. No: A902 - LOT <sup>2</sup>802 GRAPHITE ROAD CARLOTTA WA 6275

Thank you for your letter of 10 February 2015, asking for our comments in relation to this development. Western Power recommends the following condition/s be imposed:

- 1) Arrangements being made to the satisfaction of Western Power for the provision of an underground electricity supply to the lot(s) shown on the approved plan of development. (Western Power)
- 2) The transfer of land as a Crown reserve free of cost to Western Power for the provision of electricity supply infrastructure. (Western Power)

We would like to draw attention to the following important information which we will be passing on to the applicant.

\* With regard to Condition 1, Western Power provides only one point of electricity supply per freehold (green title) lot.

If you have any query relating to the subdivision process or conditions, please contact our Customer Service Centre on 13 10 87 or e-mail [wapc@westernpower.com.au](mailto:wapc@westernpower.com.au)

Yours faithfully,

Anthony Whiteaker  
Customer Connections Services Manager  
Customer Service

**Connecting people with electricity**

363 Wellington Street Perth WA 6000  
Locked Bag 2520 Perth WA 6001  
[wapc@westernpower.com.au](mailto:wapc@westernpower.com.au)

T 13 10 87 | F (08) 9225 2072  
TTY 1800 13 13 51 | TIS 13 14 50  
[westernpower.com.au](http://westernpower.com.au)

Electricity Networks Corporation  
ABN 18 540 492 861

**E-MAILED**  
18/2/2015

M.D. COLE

FIRE CONTROL OFFICER CARLOTTA BRIGADE

P.O. BOX 24

NANNUP. W.A. 6275.

18/2/2015

SHIRE OF NANNUP RECEIVED			
Ref: A902		No. 2015/67	
18 FEB 2015			
CEO MCP VAM MDS	AO EO CDO GSI	LIB FUB	FMO YO RO
planner			

Re letter your Ref A902.

Please note that I have no objections to the planning application. Lot <sup>2</sup> 902 Graphite Road, Carlotta.  
Single Chalet Development

M.D. COLE *m d cole*

F.CO. CARLOTTA BRIGADE

**E-MAILED**  
-10 FEB 2015

Jane Buckland

**From:** health  
**Sent:** Wednesday, 11 February 2015 1:40 PM  
**To:** Jane Buckland  
**Subject:** RE: Planning Application - Lot 2 Graphite Road, Carlotta - Single Chalet Development

Hi Jane,

No Comments

*Dean Guja*  
Environmental Health Officer



Adam Street . PO Box 11 Nannup WA 6275  
P: 9756 1018 . F: 9756 1275.  
[www.nannup.wa.gov.au](http://www.nannup.wa.gov.au)

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**From:** Jane Buckland  
**Sent:** Tuesday, 10 February 2015 11:01 AM  
**To:** Chris Wade; Building Services; health  
**Subject:** Planning Application - Lot 2 Graphite Road, Carlotta - Single Chalet Development

Hi all,

The Shire of Nannup has recently received the attached planning application for a single chalet development to be situated at the Nannup Lavender Farm, Lot 2 Graphite Rd, Carlotta.

If you wish to provide any comments on the proposed development, please forward them to me before 3<sup>rd</sup> March 2015.

Chris,

The crossover which was constructed as a condition of a previous planning application was completed to the bare minimum. Should this application be approved, would you want to add a condition stating that the existing crossover should be widened/extended?

Kind regards,

*Jane Buckland*  
Development Services Officer



Adam Street . PO Box 11 Nannup WA 6275  
P: 9756 1018 . F: 9756 1275.  
[www.nannup.wa.gov.au](http://www.nannup.wa.gov.au)

**E-MAILED**  
10/2/15

Jane Buckland

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**From:** Chris Wade  
**Sent:** Tuesday, 10 February 2015 11:49 AM  
**To:** Jane Buckland  
**Subject:** RE: Planning Application - Lot 2 Graphite Road, Carlotta - Single Chalet Development

Hi Jane,

In this circumstance I believe the crossover is suitable but any further additions to traffic flow will require an upgrade.

Perhaps we can make that point in case they do want to do any further works.

**REGARDS**

**CHRIS WADE**  
**MANAGER INFRASTRUCTURE**



Ph. 97561018  
PO Box 11  
Nannup WA 6275

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**From:** Jane Buckland  
**Sent:** Tuesday, 10 February 2015 11:01 AM  
**To:** Chris Wade; Building Services; health  
**Subject:** Planning Application - Lot 2 Graphite Road, Carlotta - Single Chalet Development

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Kind regards,

*Jane Buckland*

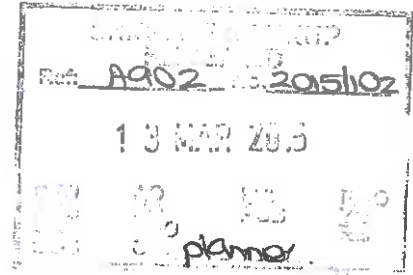


**E-MAILED**  
TO ST 13/3/15

P O Box 119  
Nannup WA 6275  
Ph 97560242  
0428302370

Email:lavenderfarm@westnet.com.au  
www.westnet.com.au/lavenderfarm

Jane Buckland  
Development Services Officer  
P O Box 11  
Nannup WA 6275



Friday, 13 March 2015

**RE Chalet Development ref A902**

Dear Jane

We have reviewed the advice as requested to provide a greater distance between the proposed chalet and the remnant bush on our south boundary.

We now propose to locate the chalet 113 m from the west boundary, 35 m from the existing residence and 51 m from the southern boundary. We believe this is an adequate change for the following reasons

1. The chalet needs to be within a reasonable distance of the current buildings to ensure we can provide it with services (eg electricity) as well as ensure it is close enough to defend it with our current water storage.
2. The current tearooms, camp ground and buildings are 20 m from the southern boundary. We are aware of the risk from our southern border and have a fire risk reduction pan in place.
3. The remnant bush at the southern boundary is only small and is bordered by another farm please refer to the google maps.
4. Our fire management plan includes burning of the fence line every two years at the southern boundary and removing vegetation between the bush and the current buildings on a regular basis.

We hope the council will agree that this is adequate for the reasons stated.

Kind Regards

*H Walford*

Heather Walford and Rob Marshall



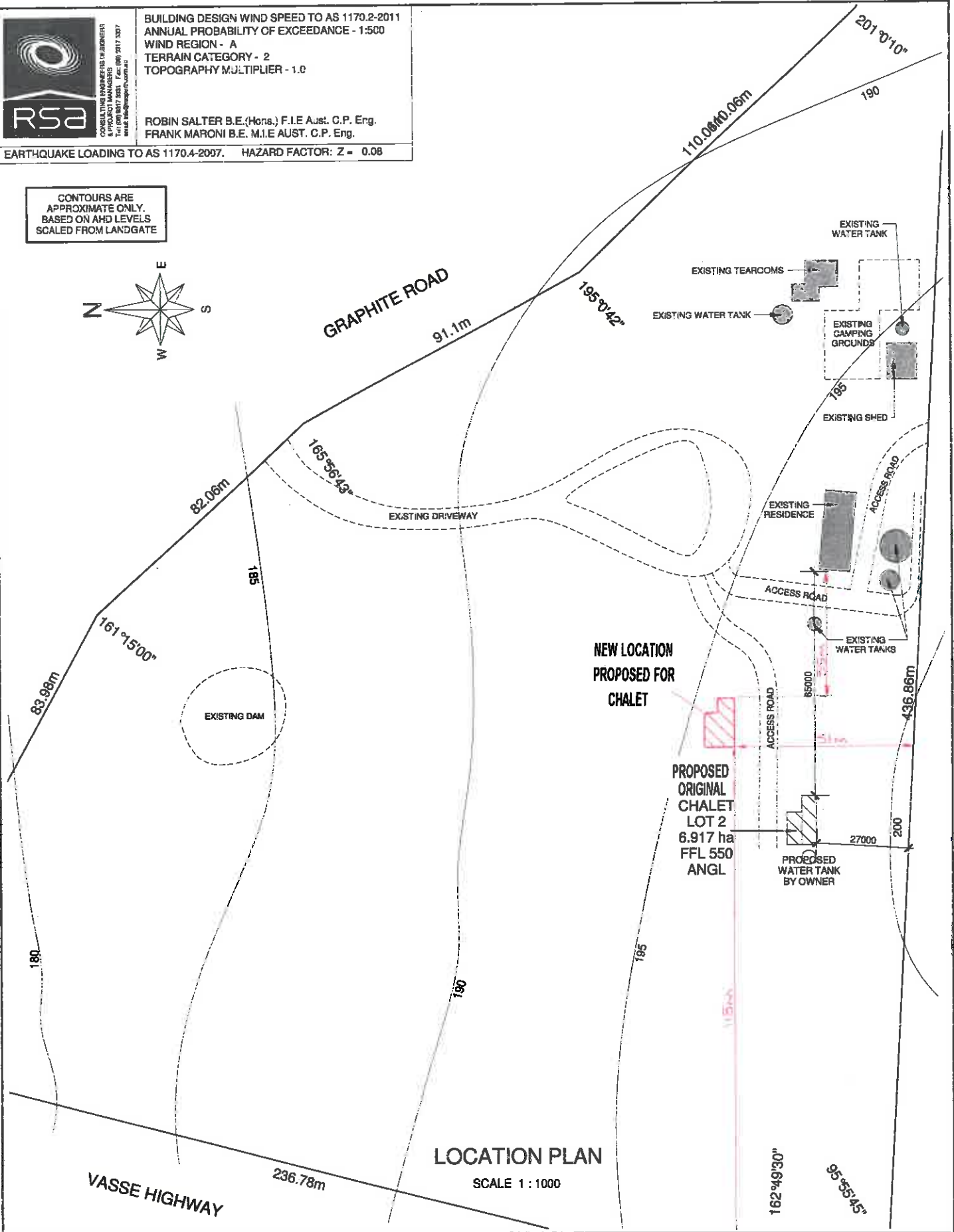
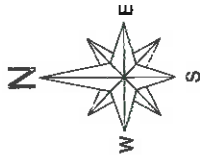
CONSULTING ENGINEERS IN ARCHITECTURE  
 & PROJECT MANAGERS  
 Tel: (08) 9477 5831 Fax: (08) 9477 3377  
 www.rsasurvey.com.au

BUILDING DESIGN WIND SPEED TO AS 1170.2-2011  
 ANNUAL PROBABILITY OF EXCEEDANCE - 1:500  
 WIND REGION - A  
 TERRAIN CATEGORY - 2  
 TOPOGRAPHY MULTIPLIER - 1.0

ROBIN SALTER B.E.(Hons.) F.I.E Aust. C.P. Eng.  
 FRANK MARONI B.E. M.I.E AUST. C.P. Eng.

EARTHQUAKE LOADING TO AS 1170.4-2007. HAZARD FACTOR: Z = 0.08

CONTOURS ARE APPROXIMATE ONLY. BASED ON AHD LEVELS SCALED FROM LANDGATE



**LOCATION PLAN**  
 SCALE 1 : 1000

**mcgrath** homes  
 31 challenge boulevard, wangara, wa 6065  
 po box 1229, wangara, wa 6947  
 telephone: (08) 9302 1131 fax: (08) 9302 1132 country toll free: 1800 62 1131  
 website: www.mcgrathhomes.com.au e-mail: sales@mcgrathhomes.com.au

PROPOSED CHALET FOR:  
**RALPH & CELIA WALFORD**  
 LOT 2(#815) GRAPHITE ROAD  
 NANNUP

Date	Rev	Description

job no.	141081
date	03/12/2014
drawn	R.R.
checked	P.S.
sheet no.	9 of 10
rev.	

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<b>Policy Number:</b>	LPP 012
<b>Policy Type:</b>	Local Planning Policy
<b>Policy Name:</b>	<b>Chalet Development in Agriculture, Agriculture Priority 1&amp;2, Cluster Farming, Coastal Landscape, and Special Residential Zones.</b>
<b>Policy Owner:</b>	Manager Development Services

**Authority:** Health Act 1911  
 Local Government Act 1995  
*Shire of Nannup Local Planning Scheme No.3*  
 Building Code of Australia

## **OBJECTIVE**

To approve high quality chalet accommodation in the non-urban areas whilst conserving the rural character and primary production values of the District.

## **DEFINITIONS**

Nil

## **POLICY**

### **Introduction**

With regard to the broad objectives of this Policy the following specific objectives for the approval of chalet accommodation are:

- 1) To avoid conflict between rural and non-rural landowners.
- 2) To establish suitable guidelines and controls for chalet accommodation to ensure that development approval does not become a basis for future unplanned urban development with consequent demands on Council for additional services.
- 3) To establish suitable guidelines and controls for chalet accommodation outlining minimal infrastructure standards required by Council for development approval to be granted.
- 4) To encourage links between chalet accommodation and established rural pursuits (ie. farm stays) so as to diversify economic base and retain development at a low key nature.

Under Council's Local Planning Scheme No.3 "Chalet development" are "A" uses in the Agriculture, Agriculture Priority 1 – Scott Coastal Plain, Agriculture Priority 2, Cluster Farming, Coastal Landscape and Special Residential zones, but not permitted in the Industry, Mixed Use, Residential, Special Rural, or Town Centre zones.

### **Holiday Accommodation – Compliance with BCA**

Development Approval for chalets will be conditional upon compliance with the Building Code of Australia provisions.

### **Number of Chalets to be Developed**

Council may permit a minimum of 2 Chalets and up to 5 Chalets to be constructed at an approved site.

### **Guidelines for the Assessment and Approval of Chalet Accommodation**

Council may require rezoning of the site for chalet development for the following reasons:-

1. For development proposals of five (5) or more chalets rezoning to “Special Use” zone will be required. Amendment documents to be prepared at the applicant’s expense, plus relevant Council rezoning fee, and shall address requirements of s10.2 and schedule 14 of the LPS No3 including specify the following minimal information:
  - 1.1. number of chalets proposed,
  - 1.2. any other associated land uses,
  - 1.3. any proposed staging of development
  - 1.4. development controls
  - 1.5. management controls
  - 1.6. any required upgrading of public infrastructure to cater for proposals (including dedication of suitable road access).
2. If in the opinion of Council the development proposal will significantly alter the existing land use of the site to establish that the Chalets become the predominant use.
3. If in the opinion of the Council the development proposal will have a significant environmental impact on surrounding land or natural features (I.e. Rivers, wetlands, dunal systems or state forest).
4. When considering an application for chalet accommodation Council shall have regard for the suitability of the land for the proposed use including but without limiting the:
  - 4.1. Capability of the land for agriculture and rural pursuits.
  - 4.2. Capability of the land to accept the use, by reason of soil type and stability, access to adequate roads and services, drainage, disposal and absorption of effluent.

- 4.3. Density of the proposed development.
5. Standard conditions which will be imposed on all Development Approvals for chalet accommodation are: -
- 5.1. The preparation of plans to comply with the Building Code of Australia and the issuing of a building licence. Demonstration that satisfactory arrangement can be made for effluent disposal.
  - 5.2. The design and materials of the chalets to blend into the landscape of the area.
  - 5.3. The position of access to the development on to the public road to be located in a position and of a standard satisfactory to the Council. This may require the dedication and upgrading of the public road to the satisfaction of Council at the cost of the applicant.
  - 5.4. Provision being made for fire protection to the satisfaction of Council.
  - 5.5. Prior to the granting of development approval it must be demonstrated that any dogs belonging to or associated with occupants of chalets can be adequately controlled to prevent any possibility of disturbance to farm animals in the area.
  - 5.6. Chalets must be provided with a source of potable water for drinking and cooking purposes. Development applications should include preliminary details regarding the water source, storage and distribution conditions or treatment methods proposed.

#### **Notes**

Prior to occupation of the chalets, evidence of water supply suitability must be provided. In most cases supporting evidence of chemical and microbiological sample analysis, conducted by a NATA (National Association of Testing Authorities) approved laboratory will be required to show compliance with current Australian drinking water guidelines. Further routine sampling may be required by Council to ensure compliance with the Health Act 1911.

These are standard conditions and it is to be noted that additional conditions may be imposed on a development approval if there is a need to address a particular circumstance.

#### **Rating**

If the development of chalet accommodation changes the predominant use of a lot from a rural agricultural base to a non-agricultural base the Council may change the rating of such a lot from Un-improved Value to Gross Rental Value.

Related Policies:	
Related Procedures/ Documents	
Delegation Level:	CEO, CEO to MDS
Adopted:	OM 24 September 1992
Reviewed:	OM 22 February 1996 OM 22 April 2010.



Neill Thompson

South West Bushfire Consultant  
T 0447 395 173

[neill@bushfiresolutionsouthwest.com](mailto:neill@bushfiresolutionsouthwest.com)

**BUSHFIRE ASSESSMENT REPORT – BAL ASSESSMENT - AS3959-2009**

Ref: BALNANN

A bushfire prone area is an area that has been declared by the relevant Local Government responsible for an area. Once an area is declared bush fire prone, then AS 3959-2009 applies to new residential development.

**Council / Shire:** Shire of Nannup  
**Property Address:** Cnr Graphite Road and Vasse  
 Highway Nannup  
**Date of Inspection:** 06/03/2015 : Assessor Neill Thompson  
**Company:** Bushfire Solutions South West

**Applicant:** Heather Walford  
**Applicant Mobile:** 0428 302370  
**Applicant Email:** lavenderfarm@westnet.com.au

**Shire Hazard Mapping Assessment:** Designated Bushfire Prone

**PART 1 –TYPE OF BUILDING WORK:**

- Class 1 Dwelling  Other  
 Class 10a Outbuilding

Description of building work: *New dwelling to be constructed on lot*

**Bushfire Attack Level (BAL) AS 3959-2009**

**PART 2 – Fire Danger Index**

<b>Relevant Fire Danger:</b>	FDI 80 (1090 K) Table 2.4.3 AS3959 (2009) WA
<b>Vegetation Classification:</b>	Group A Forest 01
<b>Distance to Classification:</b>	31-<42 mtrs
<b>Slope:</b>	All upslopes and flat land (0 degrees)
<b>Site Notes:</b>	Casuarina, Marri, Eucalypts trees, Jarrah, Grasstrees, Leaf litter

**Management of Bush Fire Areas**

**Site:** The Lot consists of mainly grasses, with State Forest on the Southern Boundary, and an existing dwelling on the Eastern boundary. The Northern boundary is Graphite Road, and the Western boundary is Vasse Highway, with a HPZ in excess of 100 mtrs.

The dwelling will require a BPZ of 20 mtrs, with no branches overhanging roof, and trees within the BPZ will require a vertical to ground clearance of 2 mtrs.

Grasses will need to be maintained to a maximum height of 100 mm.

The property when completed will still need to follow the Shire of Nannup, Firebreak and Fuel Hazard Reduction Notice 2014/15

Bush fire hazard can be altered by reducing fuel loads in bush areas, by modifying fuel zones, removing understorey vegetation and leaf litter by chemical or mechanical means or by control burning. Providing adequate separation between the vegetation and the building is strongly recommended for all new homes.

**The BAL rating for this site:** BAL 19

**Date of assessment:** 06/03/2015

**Assessors Name:** Neill Thompson

**Assessors Contact Number:** 0447 395 173

**Statement:**

I have taken all reasonable steps to ensure that the information provided in this assessment, is accurate and supports the conditions on and around the site, and the corresponding lot, on the date of this assessment.

This does not guarantee that a building will not be destroyed or damaged by a bushfire. This assessment for the proposed new dwelling is made in good faith on the basis of the information available to the bushfire consultant at the time of the assessment. Notwithstanding, the bushfire consultant or Local Government authority will not, except as may be required by law, be liable for any loss or other consequences whether or not due to negligence arising out of the services rendered by the bushfire consultant or Local Government authority.

**Note:** Any new plantings of vegetation, or a failure to maintain the properties requirements for fuel loading maintenance, can and will change the BAL rating significantly.

It is the owner's responsibility to maintain fuels and vegetation's, in accordance to the Shire of Nannup Annual Fire Break Notice.

Signed Assessor



The BAL and the corresponding Sections for specific construction requirements are listed in the table below:

**Bushfire Attack Levels Table**

<b>Bushfire Attack Level (BAL)</b>	<b>Classified Vegetation within 100m of the site heat flux exposure thresholds</b>	<b>Description of predicted bushfire attack and levels of exposure</b>	<b>Construction Section</b>
BAL – LOW		There is sufficient risk to warrant specific construction requirements. DFES recommend ember protection where possible to limit the risk of fire attack	4
BAL – 12.5	$\leq 12.5 \text{ kW/m}^2$	Ember attack	3 and 5
BAL – 19	$> 12.5 \text{ kW/m}^2$ $\leq 19 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux	3 and 6
BAL – 29	$> 19 \text{ kW/m}^2$ $\leq 29 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux	3 and 7
BAL- 40	$> 29 \text{ kW/m}^2$ $\leq 40 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux with the increased likelihood of exposure to flames	3 and 8
BAL-FZ	$> 40 \text{ kW/m}^2$	Direct exposure to flames from fire front in addition to heat flux and ember attack	3 and 9

**North Boundary**



**East Boundary**





**West Boundary**



**South Boundary**



**Google Maps 2015**



**References**

Shire of Nannup Firebreak and Fuel Hazard Reduction Notice 2014/15

DFES Building Protection Zone Standards in Bushfire Prone areas

Google Maps 2015

Standards Australia AS3959 (2009) Construction of buildings in bushfire prone areas

Clients Site Plan

**Note:** It is a requirement of the Shire of Nannup, that the Building Protection Zone is a minimum width of 20mtrs, where possible.

As per the Shire of Nannup Firebreak and Fuel Hazard Reduction Notice 2014/15  
All other Standards apply.

**Standards for Building Protection Zones for buildings and critical infrastructure in Bushfire Prone areas;**

Every building and asset of critical infrastructure is to be surrounded by a Building Protection Zone (BPZ) that meets the following requirements:

The minimum width of the BPZ is to be 20 metres measured from any external wall of the building or asset.

The location of the BPZ is to be within the boundaries of the lot on which the building or asset is situated. Loose flammable material within the BPZ should be removed to reduce the fuel load to less than 2 tonnes per hectare and this is to be maintained to this level.

All grasses within the BPZ are to be maintained to a height of a maximum 10cm.

The crowns of trees within the BPZ should be separated where practical such that there is a clear separation distance between adjoining tree crowns.

Prune lower branches of trees within the BPZ (up to 2 metres off the ground) to stop a surface fire spreading to the canopy of the trees.

There are to be no tree crowns or branches overhanging the building or asset and a minimum horizontal clearance of 2 metres is required between tree branches and buildings or assets.

Do not clump shrubs close to building. Ensure that there is a gap of at least 3 times the height (at maturity) of the shrub away from the building.

Trees or shrubs in the BPZ are to be cleared of any dead material.

Fences, sheds and structures within the BPZ should be constructed of non-flammable material and be clear of trees and shrubs as per building requirements.

Gas Cylinders should be isolated from the Flame Zone and should be stored in an area that is clear of all flammable material. Gas vent valves should face away from the building and anything flammable. Gas cylinders should be securely tethered with non-flammable fastenings to prevent toppling over.

Fire wood storage should be at least 20 metres from the building unless contained in sealed non-flammable container.

Driveways and access ways must allow for the safe passage of a fire appliance<sub>1</sub> to all buildings and assets on the land.

Roof gutters should be free of leaves and other combustible material.


Roof mounted evaporative air coolers should be fitted with ember proof screens to the filter media to reduce the possibility of bushfire embers igniting the air cooler.

It is further recommended that property owners, where possible and practical, further extend the width of the defendable space around assets by reducing fuel loads and fire hazards.

**NOTE:**

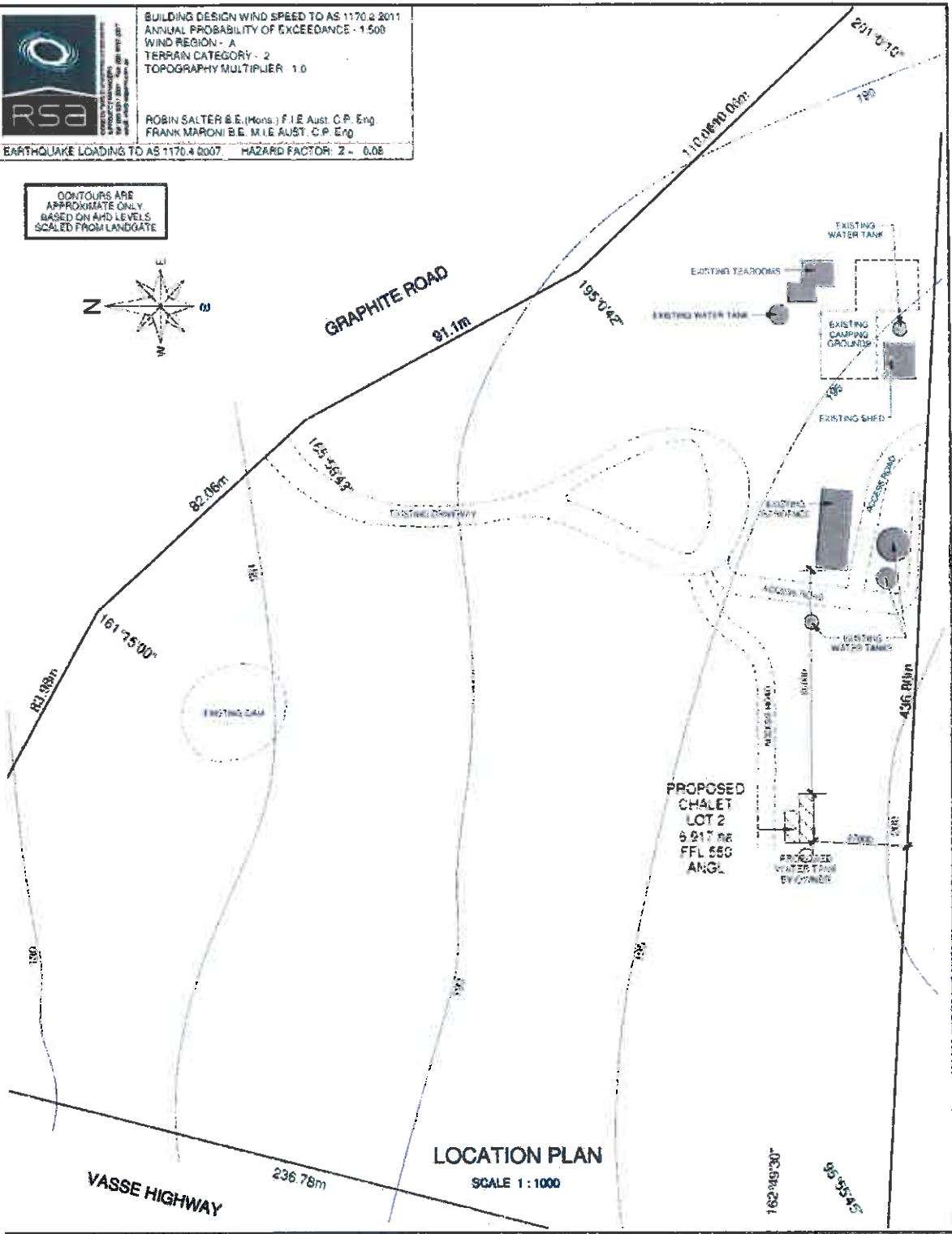
The purpose of the BPZ is to reduce flammable fuel in the immediate vicinity of structures and other assets to reduce the bushfire attack level in accord with Australian Standard AS3959-2009 section 2.

# Clients Site Plan



**BUILDING DESIGN WIND SPEED TO AS 1170.2 2011**  
**ANNUAL PROBABILITY OF EXCEEDANCE - 1.500**  
**WIND REGION - A**  
**TERRAIN CATEGORY - 2**  
**TOPOGRAPHY MULTIPLIER - 1.0**  
**ROBIN SALTER B.E. (Mons.) F.I.E. Aust. C.P. Eng.**  
**FRANK MARONI B.E. M.I.E. AUST. C.P. Eng.**  
**EARTHQUAKE LOADING TO AS 1170.4 2007 HAZARD FACTOR: Z = 0.08**

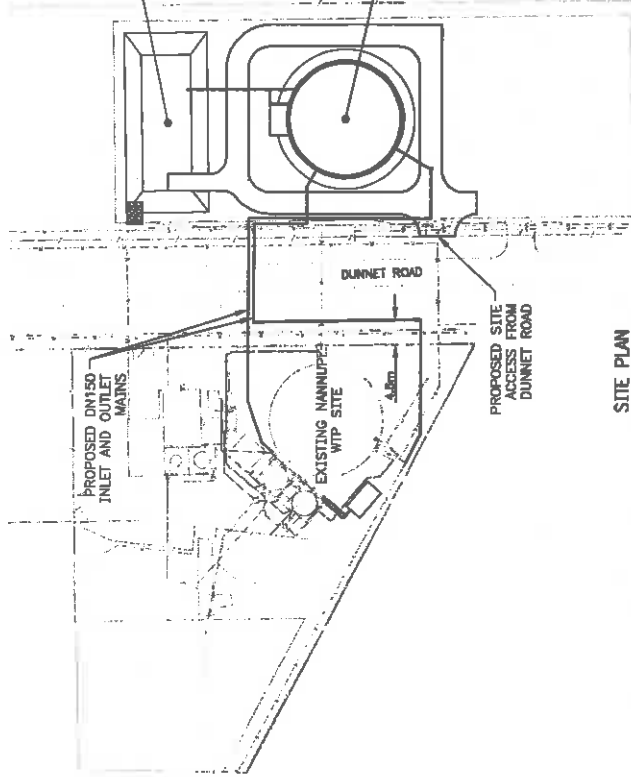
CONTOURS ARE APPROXIMATE ONLY BASED ON AHD LEVELS SCALED FROM LANDGATE



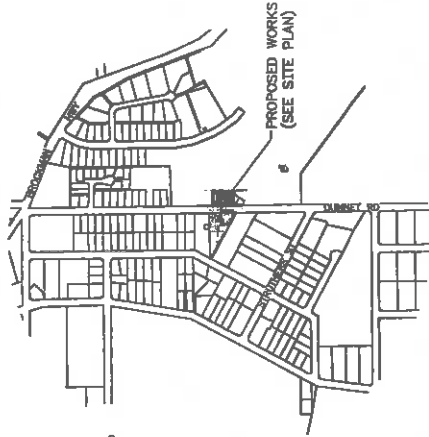
**LOCATION PLAN**  
SCALE 1 : 1000

# Water Supply Improvements: Shire of Nannup

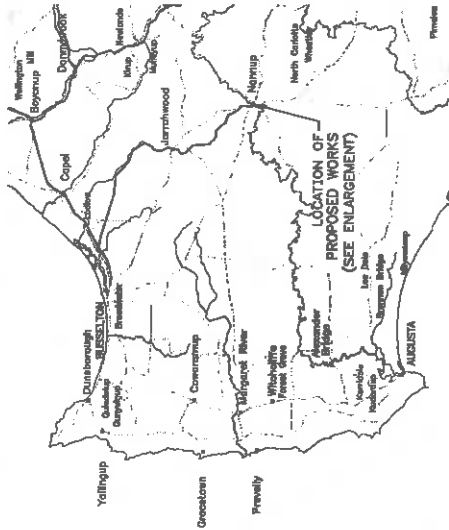
## NOTICE OF PROPOSAL TO CONSTRUCT A 1ML STORAGE TANK AND WATER MAINS



**SITE PLAN**  
SCALE DIMENSIONAL



**ENLARGEMENT**  
SCALE DIMENSIONAL



**LOCALITY PLAN**  
SCALE DIMENSIONAL



To improve the security of water supply to the town of Nannup, the Water Corporation proposes upgrades to the Water Treatment Plant. These works include:

- A 1ML (Megalitre) concrete water storage tank, approximately 20m in diameter and 4.2m high. The tank site will include an overflow sump.
- Two DN150 water mains crossing Dunnet Road

The location of the proposed works is as shown on the plan. The 1ML water storage tank and sump will be located on the opposite side of Dunnet Road.

Construction is expected to commence mid 2015 and take up to 1 year.

A copy of this Notice of Proposal and details regarding lodging objections and submissions is available to view on the Water Corporations website:  
[www.watercorporation.com.au/water-supply-and-services](http://www.watercorporation.com.au/water-supply-and-services)  
Further information may be obtained by contacting the Project Manager, Ms Cecilia Harvey, on (08) 9420 2636, during office hours.

Objections to the proposed works will be considered if lodged in writing, addressed to the Project Manager, Ms Cecilia Harvey, Water Corporation, PO Box 100, Leederville, WA 6902.

ISSUE NO.	DATE	BY	REV.	APPD.	REVISION
<p>DESIGNER: WATER CORPORATION                  PROJECT NO: GP43-0-3                  SHEET NO: A1                  TITLE: NANNUP WATER SUPPLY WATER TREATMENT PLANT - DUNNET ROAD PREREQUISITES TO WORKS NOTICE OF PROPOSAL - GENERAL WORKS                  PROJECT C-100287                  FILE: GP43-0-3                  ISSUE: C                  DATE: 17/07/2015</p>					
<p><b>JACOBS</b> <b>WaterCorporation</b></p>		<p>RECOMMENDED BY: B. MITCHELL                  CONSULTANT PROJECT NUMBER: 30/07/2014                  APPROVED BY: J. MARSHALL                  CONSULTANT PROJECT DIRECTOR: 30/07/2014</p>		<p>WORTH POINT                  (Logo)</p>	
<p>DESIGNER: WATER CORPORATION                  PROJECT NO: GP43-0-3                  SHEET NO: A1                  TITLE: NANNUP WATER SUPPLY WATER TREATMENT PLANT - DUNNET ROAD PREREQUISITES TO WORKS NOTICE OF PROPOSAL - GENERAL WORKS                  PROJECT C-100287                  FILE: GP43-0-3                  ISSUE: C                  DATE: 17/07/2015</p>		<p>© THIS DOCUMENT IS THE PROPERTY OF THE WATER CORPORATION. IT SHALL NOT BE COPIED WITHOUT PERMISSION.</p>			



Proposed locations of  
1ML concrete tank &  
overflow sump

Danford Road, Narman, Western Avenue

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
					Uplift Factor	0.00%	
					Uplift Factor	5.00%	
					Uplift Factor	10.00%	
<b>LIBRARY</b>							
<b>HISTORY BOOKS</b>							
	History of Nannup (Extracts of minutes etc.)	Each	N	N	\$7.00	\$7.35	\$7.00
	War Clouds Over Nannup (Mr. A Hartley)	Each	N	N	\$7.00	\$7.35	\$7.00
	Bulk purchase of 10+ books	Each	N	N	\$5.00	\$5.25	\$5.00
	Nannup Heritage Trail booklet	Per Book	N	Y	\$8.50	\$8.83	\$9.00
	Overdue Library Book Fee	Per Book	N	Y	\$8.50	\$8.83	\$9.00
<b>ADMINISTRATIVE SERVICES</b>							
<b>PROPERTIES REPORT (UN BOUND)</b>							
	List of All Owners, Address, Property Descriptions etc.	Each	N	Y	\$120.00	\$126.00	\$126.00
	List of All Owners, Address, Property Descriptions etc. Electronic (Email)	Each	N	Y	\$28.00	\$28.40	\$30.00
<b>COUNCIL MINUTES AND AGENDAS</b>							
	Copy of Ordinary Minutes - Hard Copy	Per Year	N	Y	\$225.00	\$236.25	\$240.00
	Copy of Ordinary Agendas - Hard Copy	Per Meeting	N	Y	\$25.00	\$26.25	\$27.00
	Copy of Ordinary Minutes - Hard Copy	Per Meeting	N	Y	\$225.00	\$236.25	\$240.00
	Copy of Ordinary Agendas - Hard Copy	Per Meeting	N	Y	\$25.00	\$26.25	\$27.00
<b>PHOTOCOPIES</b>							
Only Applicable to Community Not-For-Profit Organisations							
	A4 Copy	Each	N	Y	\$0.75	\$0.79	\$0.80
	A4 Copy Double Sided	Each	N	Y	\$1.00	\$1.05	\$1.00
	A3 Copy	Each	N	Y	\$1.00	\$1.05	\$1.00
	A3 Copy Double Sided	Each	N	Y	\$1.50	\$1.58	\$1.60
	Own Paper Supplied - A4	Each	N	Y	\$0.30	\$0.32	\$0.30
	Own Paper Supplied - A4 DOUBLE SIDED	Each	N	Y	\$0.30	\$0.32	\$0.30
	Own Paper Supplied - A3	Each	N	Y	\$0.30	\$0.32	\$0.30
	Colour Copies - Additional \$0.25 per copy	Each	N	Y	\$0.30	\$0.32	\$0.30
<b>FACSIMILES</b>							
(Sending & Receiving)							
	Within W.A.	Per Page	N	Y	\$5.00	\$5.25	\$5.00
	Within Australia	Per Page	N	Y	\$7.00	\$7.35	\$7.50
	Overseas - First Page	Per Page	N	Y	\$20.00	\$21.00	\$21.00
	- Each Additional Page	Per Page	N	Y	\$12.00	\$12.60	\$12.00

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
SERVICE							
<b>MISCELLANEOUS ADMINISTRATION:</b>							
Production of Misc. Computer Reports, Other		Per 15 Mins		Y	\$26.00	\$27.30	\$27.00
Information Requiring Dedicated Staff Time		Per Application	Y	N	\$30.00	\$31.50	\$32.00
Freedom of Information Requests (as set by FOI Regulations 1993 Schedule 1)		Per Hour (Pro Rate)	Y	N	\$30.00	\$31.50	\$32.00
- Application for FOI		Per Hour (Pro Rate)	Y	N	\$30.00	\$31.50	\$32.00
- Staff Time Dealing With Application		Per Hour (Pro Rate)	Y	N	\$30.00	\$31.50	\$32.00
- Access Time Supervised by Staff		Per Hour (Pro Rate)	Y	N	\$30.00	\$31.50	\$32.00
- Photocopying:		Per Hour (Pro Rate)	Y	N	\$30.00	\$31.50	\$32.00
- Staff Time to Copy Information		Per Hour (Pro Rate)	Y	N	\$0.20	\$0.21	\$0.50
- Cost Per Copy		Per Hour		Y	\$100.00	\$105.00	\$105.00
<b>SETTLEMENT FEES:</b>		Per Enquiry		Y	\$50.00	\$52.50	\$52.00
Account Enquiries - Rates Only		Per Enquiry		Y	\$80.00	\$94.50	\$95.00
Orders & Requisitions		Each	N	Y	\$95.00	\$98.75	\$100.00
Written Report to Settlement Agency		Each	Y	Y	\$73.00		\$73.00
Replying to a property settlement questionnaire							
<b>HIRE OF FACILITIES</b>							
<b>SHIRLEY HUMBLE ROOM</b>							
Bond for All Bookings (Except Exempted Community Groups)		Per Hire	N	N	\$200.00	\$210.00	\$200.00
Function Room		Per Hour	N	Y	\$15.00	\$15.75	\$16.00
		Per Half Day	N	Y	\$45.00	\$47.25	\$48.00
		Per Day	N	Y	\$70.00	\$73.50	\$75.00
<b>TOWN HALL</b>							
Bond for All Bookings (Except Passive Use)		Per Hire	N	N	\$200.00	\$210.00	\$200.00
Hourly Rate - Active Sporting Event Hire		Per Hour	N	Y	\$30.00	\$31.50	\$32.00
Session Rate - Morning (8 AM - 12 NOON)		Per Session	N	Y	\$60.00	\$63.00	\$63.00
- Afternoon (12 NOON - 5 PM)		Per Session	N	Y	\$60.00	\$63.00	\$63.00
- Evening (After 5PM)		Per Session	N	Y	\$60.00	\$63.00	\$63.00
Daily Rate		Per Day	N	Y	\$120.00	\$126.00	\$125.00
Social Events Session Rate - Morning (8 AM - 12 NOON)							\$82.00
- Afternoon (12 NOON - 5 PM)							\$82.00
- Evening (After 5PM)							\$82.00
Social Events - Daily Rate		Per Day	N	Y	\$150.00	\$150.00	\$150.00
Long Term Hire (Passive Use Only) - Two Days		Per Day	N	Y	\$100.00	\$105.00	\$105.00
- Three - Five Days		Per Day	N	Y			
- More Than Five Days		Per Day	N	Y			
Surcharge For Alcohol Consumption		Per Session	N	Y	\$50.00	\$52.50	\$55.00

\*\*New fee proposed\*\*



FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 16/16
SERVICE							
<b>BOWLING CLUB</b>							
<i>Indicative fees only. Facility available through the Neerup Bowling Club</i>							
Bond for All Bookings (Except Passive Use)		Per Hire	N	N	\$200.00	\$210.00	\$200.00
Hourly Rate		Per Hour	N	Y	\$30.00	\$31.50	\$32.00
Daily Rate		Per Day	N	Y	\$140.00	\$115.50	\$115.00
Surcharge For Alcohol Consumption		Per Session	N	Y	\$50.00	\$52.50	\$55.00
<b>RECREATION HALL</b>							
Bond for All Non-Recreational Bookings		Per Hire	N	N	\$1,000.00	\$1,050.00	\$1,050.00
Bond for Recreational Bookings		Per Hire	N	N	\$200.00	\$210.00	\$200.00
Sporting Events - Hourly		Per Hour	N	Y	\$30.00	\$31.50	\$32.00
Sporting Events - Daily		Per Day	N	Y	\$120.00	\$126.00	\$125.00
Other Functions (Social, Cabaret, Wedding, Overnight Events, etc.) - daily		Per Day	N	Y	\$260.00	\$273.00	\$275.00
Long Term Hire - Two Days		Per Day	N	Y	\$180.00	\$189.00	\$190.00
Seasonal Booking Option - Basketball/Trapeze		Per Term	N	Y			\$272.00
<i>Based on 85% of hour full hire x 10 weeks = (\$27.20 x 10 = \$272)</i>							
<b>MISCELLANEOUS EQUIPMENT</b>							
Hire of Trestles		Each	N	Y	\$5.00	\$5.25	\$5.00
Hire of Polypropylene Chairs - Individual		Each	N	Y	\$1.50	\$1.59	\$1.50
Hire of Polypropylene Chairs - Maximum			N	Y	\$130.00	\$136.50	\$140.00
Hire of Public Address (PA) Equipment		Per Day	N	Y	\$25.00	\$26.25	\$25.00
Hire of Projector		Per Hire	N	Y	\$25.00	\$26.25	\$25.00
Bond for projector		Per Hire	N	N	\$200.00	\$210.00	\$250.00
Hire of Nordic Poles		Per Day	N	Y	\$10.00	\$10.50	\$10.00
<b>FOOTBALL / CRICKET OVAL</b>							
Community Sporting Groups		Per Day	N	Y	\$63.00	\$66.15	\$65.00
Other Groups (\$200 Bond Required)		Per Day	N	Y	\$63.00	\$66.15	\$65.00
Seasonal Charge		Per Year	N	Y	\$480.00	\$514.50	\$500.00
Change Rooms		Per Day Per Change Room	N	Y	\$27.00	\$28.35	\$30.00
<b>HOCKEY FIELD</b>							
Community Sporting Groups		Per Day	N	Y	\$63.00	\$66.15	\$65.00
Other Groups (\$165 Bond Required)		Per Day	N	Y	\$63.00	\$66.15	\$65.00
Change Rooms		Per Day Per Change Room	N	Y	\$27.00	\$28.35	\$28.00
<b>TOWN GREENS</b>							
Village Green		Per Day	N	Y	\$63.00	\$66.15	\$65.00
Old Roads Board Building Park		Per Day	N	Y	\$63.00	\$66.15	\$65.00
Event Rubbish Bond		Per Event	N	N	\$500.00	\$525.00	\$525.00

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
<b>FORESHORE PARK</b>							
Bond for All Bookings		Per Hire	N	Y	\$650.00	\$682.50	\$650.00
<b>ALL FACILITIES - NO POWER</b>							
Not-For-Profit Incorporated Local Community Groups		Per Day	N	Y	\$75.00	\$76.75	\$80.00
All Other Community Groups		Per Day	N	Y	\$300.00	\$315.00	\$315.00
Commercial Use		Per Day	N	Y	\$400.00	\$420.00	\$420.00
<b>ALL FACILITIES</b>							
Not-For-Profit Incorporated Local Community Groups		Per Day	N	Y	\$150.00	\$157.50	\$155.00
All Other Community Groups		Per Day	N	Y	\$750.00	\$787.50	\$790.00
Commercial Use		Per Day	N	Y	\$950.00	\$987.50	\$1,000.00
<b>CONSUMER POLES</b>							
Each Pole		Per Day	N	Y	\$40.00	\$42.00	\$42.00
Note: Actual Cost of the account for the period will be charged when being used for more than just street stalls.							
<b>FIRE CONTROL</b>							
Application for Suspension of Prohibited Burning Period		Per Application	N	Y	\$450.00	\$472.50	\$475.00
Application for Fire Break Variation		Per Lot Applied For	N	Y	\$100.00	\$105.00	\$105.00
- One (1) Year		Per Lot Applied For	N	Y	\$252.00	\$264.60	\$265.00
- Five (5) Year		Each	N	Y	\$240.00	\$252.00	\$250.00
Firebreaks Fine		Each	N	Y	\$15.00	\$15.75	\$15.00
Firebreak Fines - Late Payment Fee		Each	N	Y	\$45.00	\$47.25	\$50.00
Firebreak Fines - Late Payment Court Registration Fee		Each	N	Y	\$12.00	\$12.60	\$12.50
<b>ENVIRONMENTAL HEALTH</b>							
<b>PREMISES FEES:</b>							
Notification (food street traders, registered elsewhere)		Each	N	N	\$48.00	\$50.40	\$50.00
Registration (food business in Shire)		Each	N	N	\$110.00	\$115.50	\$115.00
Inspection Fee - High/Medium Risk		Each	N	N	\$160.00	\$168.00	\$170.00
Inspection Fee - Low Risk		Each	N	N	\$105.00	\$110.25	\$110.00
Verification Certificate		Each	N	Y	\$52.50	\$55.13	\$55.00
Food Premises Fit Out Approval - High/Medium Risk (Includes Notification)		Each	N	N	\$210.00	\$220.50	\$220.00
Food Premises Fit Out Approval - Low Risk (Includes Notification)		Each	N	N	\$157.50	\$165.98	\$165.00
Follow Up Inspections <30 Mins Officer Time		Each	N	Y	\$52.50	\$55.13	\$55.00
Follow Up Inspections 30 Mins or more Officer Time		Each	N	Y	\$80.00	\$84.00	\$85.00
Food Spoil (Written Confirmation of Disposal)		Each	N	N	\$90.00	\$94.50	\$95.00
Health Addressing Fit Out Approval		Each	N	Y	\$105.00	\$110.25	\$110.00
Beauty Therapy/Skin Piercing Fit Out Approval		Each	N	Y	\$105.00	\$110.25	\$110.00
Registration - Lodging House		Each	N	Y	\$157.50	\$165.98	\$165.00
Seized Food Analysis Certificate		Each	N	Y	\$52.50	\$55.13	\$55.00
Food Sampling Request		Each	N	N			\$200.00

\*\* New

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
SERVICE							
<b>OTHER ENVIRONMENTAL HEALTH CHARGES:</b>							
	Section 39, 40 (Liquor Licensing) Certificates	Each	N	N	\$90.00	\$94.50	\$95.00
	Noise Monitoring – Non-Complying Event	Each	N	Y	\$525.00	\$551.25	\$550.00
** New	Local Government Report Fee	Each	Y	N	\$160.00		\$150.00
<b>WATER TESTING:</b>							
	Bacteriological Testing	Per Test	N	Y	\$126.00	\$132.30	\$135.00
	Chemical Testing (Plus Cost of Analysis)	Per Test	N	Y	\$126.00	\$132.30	\$135.00
	Regular Water Testing (6 Per Year)		N	Y	\$525.00	\$551.25	\$550.00
<b>HEALTH (TREATMENT OF SEWERAGE AND DISPOSAL OF EFFLUENT AND LIQUID WASTE) REGULATIONS 1994</b>							
<b>SEPTIC TANKS:</b>							
	Application Fee	Each	Y	Y	\$118.00		\$118.00
	Inspection Fee	Each	Y	Y	\$118.00		\$118.00
<b>CARAVAN &amp; CAMPING FEES HEALTH ACT 1911 SECTION 344C</b>							
	Caravan & Camping Facility Minimum Fee	Per ground	Y	N	\$200.00		\$200.00
	Short & Long Stay Caravan Park	Per Site	Y	N	\$6.00		\$6.00
	Camp Site	Per Site	Y	N	\$3.00		\$3.00
	Overflow Site	Per Site	Y	N	\$1.50		\$1.50
	Application for Caravan Annexes or Park Home Approval	Each	Y	N	\$80.00		\$80.00
	Transfer of Facility License (Caravan Park/Camp Ground)	Each	Y	N	\$100.00		\$100.00
	Temporary License Facility	Each	Y	N	\$100.00		\$100.00
<b>OVERFLOW CAMPING AREAS</b>							
	No Facilities Required	Per Person	N	Y	\$12.50	\$13.13	\$13.00
	Facilities Required (\$250.00 Bond for Group Booking)	Per Person	N	Y	\$13.00	\$13.65	\$14.00
<b>HEALTH (PUBLIC BUILDINGS) REGULATIONS 1992:</b>							
	Inspection of Premises	Per Application	N	Y	\$157.50	\$165.38	\$166.00
	Environmental Assessment & Reports on Request	Per Application	N	Y	\$157.50	\$165.38	\$165.00
	Public Building Approval <1,000 People	Per Application	N	N	\$250.00	\$262.50	\$262.00
	Public Building Approval, 1,000 People or more	Per Application	N	N	\$500.00	\$525.00	\$525.00
<b>HEALTH (OFFENSIVE TRADES FEES) REGULATIONS 1976:</b>							
	Artificial Manure Deposits	Per Application	Y	N	\$202.00		\$202.00
	Blood Drying	Per Application	Y	N	\$163.00		\$163.00
	Bone Merchant Premises	Per Application	Y	N	\$163.00		\$163.00
	Bone Mills	Per Application	Y	N	\$163.00		\$163.00
	Butcher Shops & Similar	Per Application	Y	N	\$163.00		\$163.00
	Fat Melting, Fat Extraction or Tallow Melting ESTABLISHMENTS	Per Application	Y	N	\$163.00		\$163.00
	Fellmongeries	Per Application	Y	N	\$163.00		\$163.00
	Fish Curing Establishments	Per Application	Y	N	\$202.00		\$202.00
	Fish Processing Establishments in which Whole Fish are Cleaned & Prepared	Per Application	Y	N	\$285.00		\$285.00
	Flock Factories	Per Application	Y	N	\$163.00		\$163.00
	Gut Scraping, Preparation of Sausage Skins	Per Application	Y	N	\$163.00		\$163.00
	Knackerias	Per Application	Y	N	\$285.00		\$285.00
	Laundries, Dry Cleaning Establishments	Per Application	Y	N	\$140.00		\$140.00
	Manure Works	Per Application	Y	N	\$202.00		\$202.00
	Piggerias	Per Application	Y	N	\$285.00		\$285.00

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
SERVICE							
	Placed for Storing, Drying or Preserving Bones	Per Application	Y	N	\$163.00		\$163.00
	Poultry Farming	Per Application	Y	N	\$285.00		\$285.00
	Poultry Processing Establishments	Per Application	Y	N	\$285.00		\$285.00
	Rabbit Farming	Per Application	Y	N	\$285.00		\$285.00
	Shellfish & Crustacean Processing Establishments	Per Application	Y	N	\$285.00		\$285.00
	Slaughterhouses	Per Application	Y	N	\$285.00		\$285.00
	Any Other Offensive Trade Not Specified	Per Application	Y	N	\$285.00		\$285.00
<b>BUILDING CONTROL</b>							
<b>BUILDING REGULATIONS 2012</b>							
<b>BUILDING PERMIT</b>							
	Uncertified Application Class 1 or Class 10 Building/Structure - Minimum Fee	Per Application	Y	N	\$90.00	\$90.00	\$90.00
	Uncertified Application Class 1 or Class 10 Building/Structure - Scale Fee	Per Application	Y	N	0.19% of value of construction	0.19% of value of construction	0.19% of value of construction
	Certified Application:						
	- Class 1 or Class 10 Building/Structure - Minimum Fee	Per Application	Y	N	\$90.00	\$90.00	\$90.00
	- Class 1 or Class 10 Building/Structure - Scale Fee	Per Application	Y	N	0.19% of value of construction	0.19% of value of construction	0.19% of value of construction
	- Class 2 to 9 Building/Structure - Minimum Fee	Per Application	Y	N	\$90	\$90	\$90
	- Class 2 to 9 Building/Structure - Scale Fee	Per Application	Y	N	0.09% of estimated value of building works	0.09% of estimated value of building works	0.09% of estimated value of building works
<b>BUILDING PERMIT EXTENSION</b>							
	Major Reassessments (Estimated Value of Construction Remaining):						
	- Class 1 or Class 10 Building/Structure - Minimum Fee	Per Application	Y	N	\$90.00	\$90.00	\$90.00
	- Class 1 or Class 10 Building/Structure - Scale Fee	Per Application	Y	N	0.32% of value of construction	0.32% of value of construction	0.32% of value of construction
	- Class 2 to 9 Building/Structure - Minimum Fee	Per Application	Y	N	\$90.00	\$90.00	\$90.00
	- Class 2 to 9 Building/Structure - Scale Fee	Per Application	Y	N	0.19% of value of construction	0.19% of value of construction	0.19% of value of construction
	Extension of Time for Building Approval Certificate	Per Application	Y	N	\$90.00	\$90.00	\$90.00
<b>DEMOLITION PERMIT</b>							
	Class 1 or Class 10 Building/Structure	Each	Y	N	\$90.00	\$90.00	\$90.00
	Class 2 to 9 Building/Structure	Per Storey	Y	N	\$90.00	\$90.00	\$90.00
	Extension of Time	Per Application	Y	N	\$90.00	\$90.00	\$90.00
	Performance Bond - Site Clean-Up & Verge Including Footpaths	Each	N	N	\$750.00	\$750.00	\$750.00

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 16/16
SERVICE							
<b>OCCUPANCY PERMIT &amp; BUILDING APPROVAL CERTIFICATE</b>							
Occupancy Permit for a Completed Building	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
Temporary Permit for Incomplete Building	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
Modification for Additional Use of Building on Temporary Basis	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
Replacement Permit for Permanent Change of Building Use	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
Building Approval Application Certificate (Strata) - Minimum Fee	Per Application	Y	N	\$100.00	\$100.00	\$100.00	\$100.00
Building Approval Application Certificate (Strata) - Scale Fee	Each Strata Unit	Y	N	\$10.00	\$10.00	\$10.00	\$10.00
Occupancy Permit where Unauthorised Work has been done - Minimum Fee	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
Occupancy Permit where Unauthorised Work has been done - Scale Fee	Each	Y	N	0.18% of estimated value of building work	0.18% of estimated value of building work	0.18% of estimated value of building work	0.18% of estimated value of building work
Building Approval Certificate where Unauthorised Work has been done	Each	Y	N	0.39% of estimated value of building work	0.39% of estimated value of building work	0.39% of estimated value of building work	0.39% of estimated value of building work
Replacement Occupancy Certificate for Existing Building	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
Building Approval Certificate where Unauthorised Work has not been done	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
Extension of Time for Occupancy Permit	Each	Y	N	\$90.00	\$90.00	\$90.00	\$90.00
<b>OTHER APPLICATIONS</b>							
Declaration that a Building Standard Does Not Apply	Each	Y	N	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
<b>OTHER BUILDING CHARGES</b>							
Temporary Accommodation Approval	Each	N	Y	\$110.00	\$115.50	\$115.00	\$115.00
Extension of Temporary Accommodation Approval	Each	N	Y	\$110.00	\$115.50	\$115.00	\$115.00
<b>Crossover Performance Bonds</b>							
Single crossovers to residential/rural living properties	Each	N	N	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Double crossovers to residential/rural living properties	Each	N	N	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Single commercial/industrial crossovers	Each	N	N	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Double commercial/industrial crossovers	Each	N	N	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00

FEES & CHARGES 2015/16 SERVICE	UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
<b>CONSTRUCTION TRAINING FUND LEVY (CTF)</b>						
<b>BUILDING SERVICES LEVY</b> Applies to Building & Demolitions Applications For Works up to \$45,000 (inc. GST) For Works Over \$45,000 (inc GST)	Per Application Per Application	Y Y	N N	\$40.50 0.09% of value of construction	\$40.50 0.09% of value of construction	\$40.50 0.09% of value of construction
<b>BUILDING PLAN SEARCHES AND RESEARCH FEE</b> Building Plans Provide Copy of Housing Indemnity Insurance Policy Copy of Archived Building Plans	Each Each Each	N N N	N N Y	\$68.00 \$68.00 \$90.00	\$60.90 \$60.90 \$90.00	\$60.00 \$60.00 \$90.00
<b>BUILDING INSPECTION AND REPORTS</b> Housing Indemnity Insurance Report Building call out fee applies where work for which an inspection is requested, was not ready for inspection Weekend Call Out Fee - Per Hour (Minimum of One Hour) Monthly Building Statistics Report	Each Each Per Hour Per Year Per Month	N N N N N	Y Y Y Y Y	\$1,165.50 \$80.00 \$160.00 \$185.00 \$42.00	\$1,223.78 \$84.00 \$168.00 \$194.25 \$44.10	\$1,225.00 \$85.00 \$170.00 \$195.00 \$45.00
<b>DOG REGISTRATION</b>						
Sterilised - 1 Year Sterilised - 3 Year Sterilised - Lifetime Pensioner Concession - sterilised - 1 year Pensioner Concession - sterilised - 3 year Pensioner Concession - sterilised - Lifetime Unsterilised - 1 Year Unsterilised - 3 Year Unsterilised - Lifetime Pensioner Concession - unsterilised - 1 year Pensioner Concession - unsterilised - 3 year Pensioner Concession - unsterilised - Lifetime Working Dog - unsterilised - 1 Year Working Dog - unsterilised - 3 Year Working Dog - unsterilised - Lifetime Dogs kept in an approved kennel	Each Each Each Each Each Each Each Each Each Each Each Each Each Each Each Each Per Application	Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y	N N N N N N N N N N N N N N N N N	\$20.00 \$42.50 \$100.00 \$10.00 \$21.25 \$50.00 \$50.00 \$120.00 \$250.00 \$25.00 \$60.00 \$125.00 \$12.50 \$30.00 \$62.50 \$200.00		\$20.00 \$42.50 \$100.00 \$10.00 \$21.25 \$50.00 \$50.00 \$120.00 \$250.00 \$25.00 \$60.00 \$125.00 \$12.50 \$30.00 \$62.50 \$200.00
Note: Registration fees reduced by 50% if registered after 31 May Working dog concession is equal to 25% of registration fee payable.						

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
SERVICE							
<b>CAT REGISTRATION</b>							
Sterilised - 1 Year	Each	Y	N	\$20.00			\$20.00
Sterilised - 3 Year	Each	Y	N	\$42.50			\$42.50
Pensioner Concession - sterilised - 1 year	Each	Y	N	\$10.00			\$10.00
Pensioner Concession - sterilised - 3 year	Each	Y	N	\$21.25			\$21.25
Unsterilised - 1 Year	Each	Y	N	\$50.00			\$50.00
Unsterilised - 3 Year	Each	Y	N	\$120.00			\$120.00
Pensioner Concession - unsterilised - 1 year	Each	Y	N	\$25.00			\$25.00
Pensioner Concession - unsterilised - 3 year	Each	Y	N	\$60.00			\$60.00
Lifetime Registration	Each	Y	N	\$100.00			\$100.00
Lifetime Registration - Pensioner	Each	Y	N	\$50.00			\$50.00
Note: Registration fees reduced by 50% if registered after 31 May							
<b>WASTE MANAGEMENT</b>							
<b>Refuse Collection</b>							
Kerbside Rubbish Collection	Per Bin	N	N	\$180.00	\$198.00		\$200.00
Kerbside Recycling Collection	Per Bin	N	N	\$125.00	\$125.00		\$125.00
<b>Refuse Disposal</b>							
Residents tip fee - included within Rates Notice as per Waste Avoidance and Resource Recovery Act 2007. Does not include costs associated with tyre disposal.							
Non-Resident's Pass	Per Pass	N	N	\$55.00	\$60.50		\$60.00
<b>TIP FEES - No Tip Pass</b>							
Small Load <1m³	Each	N	Y	\$7.00	\$7.70		\$8.00
Large Load <1m³	Each	N	Y	\$12.00	\$13.20		\$15.00
Large Trailer > 1.8m x 1.2m	Each	N	Y	\$38.00	\$41.80		\$45.00
Small Truck up to 4T	Each	N	Y	\$105.00	\$115.50		\$115.00
Medium Truck 4 - 6T	Each	N	Y	\$185.00	\$181.50		\$180.00
Large Truck 8 - 14T	Each	N	Y	\$210.00	\$231.00		\$230.00
Semi Trailer	Each	N	Y	\$276.00	\$302.50		\$300.00
< 3M³ Skip Bin	Each	N	Y	\$45.00	\$48.50		\$50.00
3M³ - 6M³ Skip Bin	Each	N	Y	\$75.00	\$82.50		\$85.00
6M³ - 10M³ Skip Bin	Each	N	Y	\$120.00	\$132.00		\$135.00
> 10M³ Skip Bin	Each	N	Y	\$165.00	\$181.50		\$180.00
Asbestos	Per MP	N	Y	\$90.00	\$98.00		\$90.00

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
SERVICE							
<b>TYP FEES - TYRES/RIMS</b>							
Passenger Tyre	Each	N	Y	\$8.50	\$9.35	\$10.00	
Light Truck & 4 x 4 Tyre	Each	N	Y	\$12.00	\$13.20	\$15.00	
Truck Tyre	Each	N	Y	\$18.50	\$20.35	\$20.00	
Super Single Truck	Each	N	Y	\$22.00	\$24.20	\$25.00	
Passenger Tyre On Rim	Each	N	Y	\$12.00	\$13.20	\$15.00	
Light Truck & 4 x 4 Tyre On Rim (not split rim)	Each	N	Y	\$16.00	\$17.60	\$20.00	
Super Single Truck Tyre On Rim	Each	N	Y	\$38.00	\$41.80	\$40.00	
Small Forklift Tyre UP TO 30 cm	Each	N	Y	\$12.00	\$13.20	\$15.00	
Medium Forklift Tyre 30cm to 45cm	Each	N	Y	\$16.00	\$17.60	\$20.00	
Large Forklift Tyre 45cm to 60cm	Each	N	Y	\$22.00	\$24.20	\$25.00	
Solid Forklift Tyre Small TO 30cm	Each	N	Y	\$16.00	\$17.60	\$20.00	
Solid Forklift Tyre Medium 30cm to 45cm	Each	N	Y	\$22.00	\$24.20	\$25.00	
Solid Forklift Tyre Large 45cm to 60cm	Each	N	Y	\$27.50	\$30.25	\$30.00	
Solid Forklift Tyre Extra Large 60cm to 1m	Each	N	Y	\$100.00	\$110.00	\$110.00	
Solid Forklift Tyre 1m & above (Per Tonne)	Each	N	Y	\$180.00	\$198.00	\$200.00	
Tractor Tyre Small UP TO 1m	Each	N	Y	\$36.00	\$41.80	\$40.00	
Tractor Tyre Large 1m to 1.5m	Each	N	Y	\$100.00	\$110.00	\$110.00	
Tractor Tyre 1.5m to 2.2m	Each	N	Y	\$180.00	\$198.00	\$200.00	
Bobcat Tyre	Each	N	Y	\$12.00	\$13.20	\$15.00	
Earthmover Tyre Small UP TO 1m	Each	N	Y	\$110.00	\$121.00	\$120.00	
Earthmover Tyre Medium 1m. to 1.5m	Each	N	Y	\$150.00	\$165.00	\$165.00	
Earthmover Tyre Large 1.5m to 2m	Each	N	Y	\$220.00	\$242.00	\$245.00	
Grader Tyre	Each	N	Y	\$100.00	\$110.00	\$110.00	
<b>DEPOT SERVICES</b>							
Supply of Used Aggregate Ex-Depot - Loaded	Per Trailer	N	Y	\$45.00	\$47.25	\$47.00	
Supply of New Aggregate Ex-Depot - Loaded	Per Trailer	N	Y	\$105.00	\$110.25	\$110.00	
Only the plant listed below is available for hire. All plant must be hired with an operator							
<b>WEEKDAY HIRE</b>							
4.5T Truck	Per Std Hour	N	Y	\$132.00	\$138.60	\$138.00	
14T Truck	Per Std Hour	N	Y	\$168.00	\$176.40	\$175.00	
Backhoe	Per Std Hour	N	Y	\$147.00	\$154.35	\$155.00	
Grader	Per Std Hour	N	Y	\$489.00	\$513.45	\$515.00	
Loader	Per Std Hour	N	Y	\$168.00	\$176.40	\$176.00	
Roller	Per Std Hour	N	Y	\$137.00	\$143.85	\$145.00	
Tractor	Per Std Hour	N	Y	\$132.00	\$138.60	\$140.00	
<b>WEEKEND HIRE</b>							
4.5T Truck	Per Std Hour	N	Y	\$174.00	\$182.70	\$182.00	
Backhoe	Per Std Hour	N	Y	\$205.00	\$215.25	\$215.00	
Grader	Per Std Hour	N	Y	\$190.00	\$199.50	\$200.00	
Loader	Per Std Hour	N	Y	\$220.00	\$231.00	\$230.00	
Roller	Per Std Hour	N	Y	\$205.00	\$215.25	\$215.00	
Tractor	Per Std Hour	N	Y	\$205.00	\$215.25	\$215.00	



FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
<b>OTHER HIRE CHARGES</b>							
Hire of Pkg Trailer	Per Std Hour	N	Y	\$63.00	\$66.15	\$66.00	
Hire of Float	Per Std Hour	N	Y	\$63.00	\$66.15	\$66.00	
<b>LABOUR CHARGES</b>							
Weekday	Per Std Hour	N	Y	\$63.00	\$66.15	\$66.00	
Weekend	Per Std Hour	N	Y	\$95.00	\$99.75	\$100.00	
<b>OTHER WORKS</b>							
Quotations can be obtained for small jobs. These will be charged at an appropriate hourly rate.							
<b>HIRE OF TEMPORARY FENCING</b>							
Bond		N	N	\$525.00	\$551.25	\$525.00	
For Other Local Governments for Extended Periods Only	Per Metre/Week	N	Y	\$18.00	\$16.80	\$17.00	
Erected & Dismantled within Narmup Townships	Per Metre/Week	N	Y	\$32.00	\$33.60	\$35.00	
<b>WATER FROM BROCKMAN ST AND DEPOT STAND PIPE:</b>							
Commercial Users	Per K/L	N	Y	\$21.00	\$22.05	\$22.00	
Local Residents for Domestic Purposes	Per K/L	N	Y	\$9.00	\$9.45	\$9.50	
Heavy Haulage Agreement	Each	N	Y	\$252.00	\$264.60	\$265.00	
<b>CEMETERY</b>							
<b>RIGHT OF BURIAL</b>							
Grant of Exclusive Right of Burial - 25 Year Period	Each	N	Y	\$770.00	\$808.50	\$850.00	
Grant of Exclusive Right of Burial Niche Wall/Rose Garden - 25 Year Period	Each	N	Y	\$175.00	\$183.75	\$200.00	
Renewal of Grant of Exclusive Right of Burial - 25 Year Period	Each	N	Y	\$150.00	\$157.50	\$150.00	
Registration of Transfer of Form of Grant of Right of Burial	Each	N	Y	\$25.00	\$26.25	\$27.00	
<b>INTERMENT TO A DEPTH OF 2.1M</b>							
Any Person Ten Years of Age or Older	Each	N	Y	\$1,000.00	\$1,060.00	\$1,050.00	
Any Person Under Ten Years of Age	Each	N	Y	\$900.00	\$945.00	\$900.00	
A Stillborn Child	Each	N	Y	\$600.00	\$630.00	\$600.00	
Additional Fee - Interment Without Due Notice	Each	N	Y	\$120.00	\$126.00	\$125.00	
Additional Fee - Interment Not in Usual Hours	Each	N	Y	\$120.00	\$126.00	\$125.00	
Additional Fee - Interment on a Saturday, Sunday or Public Holiday	Each	N	Y	\$550.00	\$577.50	\$550.00	
<b>ASHES</b>							
Interment of Ashes in existing grave	Each	N	Y	\$220.00	\$231.00	\$250.00	
Placement of Ashes Within Niche Wall (includes plaque with standard inscription)	Each	N	Y	\$470.00	\$493.50	\$495.00	
Placement of Ashes in Rose Garden (includes plaque with standard inscription & Concrete Base)	Each	N	Y	\$500.00	\$525.00	\$525.00	
Placement of Ashes in Rose Garden - No Plaque	Each	N	Y	\$270.00	\$283.50	\$285.00	

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
SERVICE							
<b>MEMORIALS</b>							
Dedicated Memorial Rose Bush/Shrub (exclusive family use, maximum of 8)							
Interments, (Shrub selection to be approved by CEO, as per Council plan)							
- Initial Placement (includes plaque with standard inscription & concrete base		Each	N	Y	\$750.00	\$767.50	\$790.00
- Subsequent Single Placements		Each	N	Y	\$380.00	\$399.00	\$400.00
Permission to Erect Headstone, Kerbing or Monument		Each	N	Y	\$45.00	\$47.25	\$50.00
<b>LICENSE FEES</b>							
Undertakers Annual License Fee		Each	N	Y	\$120.00	\$126.00	\$125.00
Undertakers Single License Fee (for one interment)		Each	N	Y	\$35.00	\$36.75	\$40.00
<b>CARAVAN PARK</b>							
Caravan Parks and Camping Grounds Act 1995							
**Income now received through lease and not fees and charges**							
<b>Winter</b>							
Powered Sites - Standard		Per night	N	Y	\$30.00	\$0.00	\$0.00
Powered Site - Seniors		Per night	N	Y	\$26.00	\$0.00	\$0.00
Unpowered Sites - Standard		Per night	N	Y	\$25.00	\$0.00	\$0.00
Unpowered Sites - Senior		Per night	N	Y	\$20.00	\$0.00	\$0.00
Additional Adult		Per night	N	Y	\$10.00	\$0.00	\$0.00
Children aged 5 - 16		Per night	N	Y	\$5.00	\$0.00	\$0.00
Children under 5		Per night	N	Y	\$0.00	\$0.00	\$0.00
Showers		Per person	N	Y	\$5.00	\$0.00	\$0.00
<b>Standard</b>							
Powered Sites - Standard		Per night	N	Y	\$32.00	\$0.00	\$0.00
Powered Site - Seniors		Per night	N	Y	\$28.00	\$0.00	\$0.00
Unpowered Sites - Standard		Per night	N	Y	\$27.00	\$0.00	\$0.00
Unpowered Sites - Senior		Per night	N	Y	\$23.00	\$0.00	\$0.00
Additional Adult		Per night	N	Y	\$12.00	\$0.00	\$0.00
Children aged 5 - 16		Per night	N	Y	\$7.00	\$0.00	\$0.00
Children under 5		Per night	N	Y	\$0.00	\$0.00	\$0.00
Showers		Per person	N	Y	\$5.00	\$0.00	\$0.00

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
	Peak						
	Powered Sites - Standard	Per night	N	Y	\$35.00	\$0.00	\$0.00
	Powered Site - Seniors	Per night	N	Y	\$30.00	\$0.00	\$0.00
	Unpowered Sites - Standard	Per night	N	Y	\$28.00	\$0.00	\$0.00
	Unpowered Sites - Senior	Per night	N	Y	\$25.00	\$0.00	\$0.00
	Additional Adult	Per night	N	Y	\$12.00	\$0.00	\$0.00
	Children aged 5 - 16	Per night	N	Y	\$7.00	\$0.00	\$0.00
	Children under 5	Per night	N	Y	\$0.00	\$0.00	\$0.00
	Showers	Per person	N	Y	\$5.00	\$0.00	\$0.00
	Manup Music Festival; 28th Feb 2015 to 2nd Mar 2015						
	Powered Site Per Adult	3 Nights			\$85.00	\$0.00	\$0.00
	Unpowered Site Per Adult	3 Nights			\$80.00	\$0.00	\$0.00
	Per Child 5 to 17 years	3 Nights			\$30.00	\$0.00	\$0.00
	Under 5 years	3 Nights			\$0.00	\$0.00	\$0.00
	<b>TOWN PLANNING</b>						
	<b>DEVELOPMENT APPLICATIONS</b>						
	Determination of a development application where the estimated cost of the development is:						
	e) No more than \$50,000		Y	N	\$147		\$147
	b) More than \$50,000 but not more than \$500,000		Y	N	0.32% of the estimated cost of the development		0.32% of the estimated cost of the development
	c) More than \$500,000 but not more than \$2.5 million		Y	N	\$1,700 + 0.257% for every \$1 in excess of \$500,000		\$1,700 + 0.257% for every \$1 in excess of \$500,000
	d) More than \$2.5 million but not more than \$5 million		Y	N	\$7,181 + 0.206% for every \$1 in excess of \$2.5M		\$7,181 + 0.206% for every \$1 in excess of \$2.5M
	e) More than \$5 million but not more than \$21.5 million		Y	N	\$12,633 + 0.123% for every \$1 in excess of \$5 million		\$12,633 + 0.123% for every \$1 in excess of \$5 million
	f) More than \$21.5 million		Y	N	\$34,196		\$34,196
	Single Dwelling (where Planning Approval required)		N	N	\$147	\$154	\$154
	Additions to Single Dwelling (where Planning Approval required)		N	N	\$147	\$154	\$154
	Second Dwelling for Rural Purposes		N	N	\$147	\$154	\$154
	Ancillary Accommodation/Granny Flat/Caretakers Dwelling		N	N	\$147	\$154	\$154
	Relocation of a Building Envelope		N	N	\$120	\$126	\$126
	Setback Reduction (in addition to other fees)		N	N	\$120	\$126	\$126

FEES & CHARGES 2015/16		UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
SERVICE							
<b>MISCELLANEOUS DEVELOPMENT APPLICATIONS</b>							
Extractive Industry			Y	N	\$739		\$739
Plantations			N	N	0.32% of the estimated value		0.32% of the estimated value
Aquaculture			N	N	\$441	\$463	\$465
Sign Application Fee			N	N	\$146	\$153	\$153
<b>CHANGE OF USE</b>							
Change of Use (Other than if stipulated below)			Y	N	\$295		\$295
Retail / Shop (use only)			N	N	\$72	\$76	\$76
Home Occupation (including cottage industry)			Y	N	\$222		\$222
- where home occupation has commenced prior to initial application for approval of home occupation being granted, fee will be actual fee plus penalty of two times fee.							
Home Occupation Renewal			Y	N	\$73		\$73
- where home occupation renewal application received after expiry date, fee will be actual fee plus penalty of two times fee.							
Bed & Breakfast Accommodation (additional fees if notification required)			N	N	\$300	\$315	\$315
Farm Stay/Holiday Cottage (in existing residence)			N	N	\$290	\$305	\$305
Alfresco Dining			N	N	\$280	\$305	\$305
Consulting Rooms			N	N	\$185	\$194	\$195
Light/General/Service/Rural Industry (use only)			N	N	\$72	\$76	\$76
<b>SCHEME AMENDMENTS/STRUCTURE PLANS</b>							
Minor Amendment		Per FCT	N	N	\$2,700.00	\$2,835.00	\$2,835.00
Major Amendment - determined by CEO		Per FCT	N	N	\$4,725.00	\$4,961.25	\$4,960.00
Structure Plan - if previously addressed through scheme amendment		Per Application	N	N	\$525.00	\$551.25	\$550.00
Structure Plan - (separate to scheme amendment process)		Per FCT	N	N	\$4,725.00	\$4,961.25	\$4,960.00
Revised minor structure plan		Per Application	N	N	\$525.00	\$551.25	\$550.00
Revised major structure plan (separate to scheme amendment process) - determined by CEO		Per FCT	N	N	\$2,700.00	\$2,835.00	\$2,835.00
Detailed area plans		Per Application	N	N	\$800.00	\$840.00	\$840.00
Revised detailed area plans		Per Application	N	N	\$400.00	\$420.00	\$420.00
<b>SUBDIVISIONS</b>							
Clearance Certificates							
Up to 5 lots		Per Lot	Y	N	\$73		\$73
6 to 195 lots		Per Lot	Y	N	\$85		\$85
More than 195 lots		Per Application	Y	N	\$7,393		\$7,393

FEES & CHARGES 2015/16						
SERVICE	UNIT	STATUTORY	GST	Current 2014/15	Annual Adjustment - no rounding	Proposed 15/16
<b>OTHER PLANNING FEES</b>						
Issue of zoning certificate	Each	Y	N	\$73.00		\$73.00
Section 40 (Liquor Licensing) Certificate	Each	N	Y	\$75.00		\$75.00
Issue of written planning advice	Each	Y	Y	\$73.00		\$73.00
Certificate of Title Search	Each	N	Y	\$73.00	\$76.65	\$77.00
Road Closure Application	Per Application	N	Y	\$550.00	\$577.50	\$575.00
Erection of fountain directional sign (excludes cost of sign)	Each	N	Y	\$139	\$145.96	\$146
<b>PLANNING DOCUMENTS</b>						
Copy of Local Planning Scheme Text	Each	N	Y	\$75.00	\$78.75	\$79.00
Copy of Local Planning Strategy	Each	N	Y	\$75.00	\$76.75	\$79.00
Copy of Townslike Strategy	Each	N	Y	\$75.00	\$76.75	\$79.00
Copy of Municipal Inventory	Each	N	Y	\$75.00	\$76.75	\$79.00
<b>ADVERTISING/NOTIFICATION OF PROPOSALS (NOT SCHEME AMENDMENTS)</b>						
Local newspaper advertising	Each	N	N	\$185.00	\$184.25	\$195.00
<b>STRATA TITLE FEES</b>						
Startup Strata Title Fees						
a) For a certificate under Section 58(2)		N	N	Minimum \$100		
b) For a certificate under Section 84(1) or 9(3)		N	N	Minimum \$100		
c) For a Form 7 certificate		N	N	\$0.20 per square metre of building floor area (min \$100)		

## SHIRE OF NANNUP

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 28 FEBRUARY 2015

	2014/15 Actual \$	Brought Forward 01-July-2014 \$
<b>NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	(808,190)	830,390
Cash - Restricted	117,719	46,685
Cash - Reserves	2,106,662	2,086,771
Receivables	2,138,136	676,234
Inventories	11,074	11,074
	<u>3,565,401</u>	<u>3,651,154</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	<u>(742,576)</u>	<u>(699,806)</u>
	2,822,825	2,951,348
Less: Cash - Reserves - Restricted	(2,224,381)	(2,133,456)
<b>NET CURRENT ASSET POSITION</b>	<u>598,444</u>	<u>817,891</u>

**OPERATING EXPENSES TO 28 FEBRUARY 2015**

**Governance Expenditure**

Budget	Actual	Explanation	Current	Year End
\$	\$		\$	\$
0	110	Election Expenses	110	110
4,000	0	Revaluations	(4,000)	4,000
12,100	10,267	Refreshments	(1,833)	12,100
31,950	41,332	Donations/contributions	9,382	41,332
20,600	12,335	Councillor allowances	(8,266)	20,600
17,345	20,322	Subscriptions	2,977	20,500
8,600	3,819	Conference Expenses	(4,781)	8,600
17,330	10,352	Insurance	(6,978)	6,635
2,000	4,545	CEO performance review	2,545	4,545
6,450	5,215	Bank Charges	(1,235)	6,450
11,330	7,280	Audit Fees	(4,050)	11,330
1,000	299	Legal Expenses	(701)	1,000
1,000	657	Gratuities	(343)	1,000
1,500	0	Blackwood Valley Trails	(1,500)	1,500
843	561	Depreciation Council furniture	(282)	843
<b>136,048</b>	<b>117,095</b>		<b>(18,953)</b>	<b>140,545</b>

**General Administration**

Budget	Actual	Explanation	Current	Year End
\$	\$		\$	\$
34,056	0	Annual Leave expense	(34,056)	34,056
386,508	266,517	Admin Salaries	(119,991)	386,508
40,443	21,404	Superannuation	(19,039)	40,443
19,700	17,575	Insurance	(2,125)	17,575
2,000	520	Minor furniture & equip	(1,480)	2,000
57,872	21,716	Building & Gardens maintenance	(36,156)	57,872
41,160	33,928	Computer maintenance	(7,232)	41,160
15,000	12,722	Printing & Stationery	(2,278)	15,000

Budget	Actual	Explanation	Current	Year End
14,125	6,491	Telephone Expenses	(7,634)	14,125
3,000	0	Office Equipment Maintenance	(3,000)	3,000
4,400	2,750	Postage	(1,650)	4,400
6,000	8,482	Accommodation & Travel	2,482	6,000
4,625	8,579	Advertising	3,954	9,000
12,200	13,822	Staff training expenses	1,622	13,800
300	255	Sundry expenses	(45)	300
11,841	0	Long Service Leave	(11,841)	11,841
19,750	10,602	Fringe Benefits Tax	(9,148)	19,750
	945	Recruitment Expenses	945	500
	561	Depreciation - Furniture	561	0
29,529	22,748	Depreciation - Plant & Equipment	(6,781)	29,529
<b>702,509</b>	<b>449,617</b>		<b>(252,892)</b>	<b>706,859</b>



Budget	Actual	Explanation	Current	Year End
<b>General Purpose Revenue</b>				
\$	\$		\$	\$
5,000	3,193	Rates Legal expenses	(1,807)	5,000
8,350	1,392	Rating Valuation Expenses	(6,958)	8,350
100	0	Write offs - rates	(100)	100
25,677	15,068	DOT Licensing Expenses	(10,609)	25,677
<b>39,127</b>	<b>19,652</b>		<b>(19,475)</b>	<b>39,127</b>
<b>Law &amp; Public Order</b>				
\$	\$		\$	\$
10,000	9,560	Firebreak inspections	(440)	10,000
55,900	21,271	DFES - Assistance to Bush Fire Brigades	(34,629)	55,900
6,000	15,563	CESO - Vehicle	9,563	16,000
31,816	28,780	DFES - Insurance	(3,036)	28,780
10,000	2,932	Maintenance of Strategic Firebreaks	(7,068)	10,000
500	3,512	DFES - minor equipment	3,012	500
30,156	10,449	Firebreak inspections	(19,707)	19,000
2,672	818	Superannuation	(1,854)	1,700
928	0	Annual leave expense	(928)	928
74,485	47,976	CESO - Salary & insurance costs	(26,509)	74,485
7,499	12,762	CESO - Superannuation	5,263	12,500
6,317	0	CESO - Annual Leave	(6,317)	6,317
2,193	0	CESO - Long Service Leave	(2,193)	2,193
500	88	CESO - Uniforms	(412)	500
1,500	0	CESO - Training	(1,500)	1,500
1,500	1,900	DFES - Maint of equipment	400	1,500
7,063	4,470	Animal Control - Salaries	(2,593)	7,063
3,500	6,121	Animal Control	2,621	6,200
743	664	Animal Control - Superannuation	(80)	743
626	0	Animal Control - Annual leave expense	(626)	626
217	0	Animal Control - Long Service Leave	(217)	217
16,394	2,257	DFES - Vehicle maint	(14,137)	16,394
1,500	2,436	DFES - Maint of land & buildings	936	1,500
500	1,766	DFES - Clothing & accessories	1,266	500
1,800	1,027	DFES - Utilities	(773)	1,800

Budget	Actual		Explanation	Current	Year End
5,000	3,717	DFES - Other goods & services	DFES budget to be reallocated - no overall variance expected	(1,283)	5,000
2,800	1,681	SES - Utilities	No year end variance anticipated	(1,119)	2,800
1,003	1,037	SES - Insurance	No year end variance anticipated	34	1,003
	683	SES - Minor plant	SES budget to be reallocated - no overall variance expected	683	0
	0	SES - Maint of plant & equipment	No year end variance anticipated	0	0
1,000	(976)	Emergency response	No year end variance anticipated	(1,976)	1,000
	0	SES - Maintenance of vehicles	No year end variance anticipated	0	0
	2,551	SES - Maint of land & buildings	SES budget to be reallocated - no overall variance expected	2,551	0
	0	SES - Clothing & accessories	No year end variance anticipated	0	0
7,597	719	SES - Other goods & services	SES budget to be reallocated - no overall variance expected	(6,878)	7,597
116,658	77,421	Depreciation	No year end variance anticipated	(39,237)	116,658
<b>408,367</b>	<b>261,385</b>			<b>(147,182)</b>	<b>410,904</b>

Budget	Actual	Explanation	Current	Year End
<b>Health</b>				
\$	\$		\$	\$
100	99	Insurance	(1)	100
1,599	0	Health - annual leave	(1,599)	1,599
48,791	29,924	Health Inspections	(18,867)	48,791
555	0	Long Service Leave	(555)	555
1,898	1,847	Superannuation	(51)	1,898
2,050	1,305	Admin Expenses	(745)	2,050
		No year end variance anticipated		
		No year end variance anticipated		
		No year end variance anticipated		
		No year end variance anticipated		
		included in Planning budget		
		No year end variance anticipated		
<b>54,993</b>	<b>33,175</b>		<b>(21,818)</b>	<b>54,993</b>
<b>Education &amp; Welfare</b>				
\$	\$		\$	\$
8,937	3,193	Pre School maintenance	(5,744)	8,937
1,100	6,882	Family Fun day	5,782	1,100
1,000	0	Community Events support	(1,000)	1,000
9,650	1,867	School holiday program	(7,783)	9,650
0	0	Cultural Plan	0	0
2,100	0	Seniors activities	(2,100)	100
79,212	67,747	Community Development	(11,465)	109,302
7,274	5,906	CDO - Superannuation	(1,368)	7,274
8,129	0	Promotions	(8,129)	8,129
2,126	0	CDO - Long Service Leave	(2,126)	2,126
1,500	(3)	Training	(1,503)	1,500
15,587	8,078	Depreciation	(7,509)	15,587
		No year end variance anticipated		
<b>136,615</b>	<b>93,671</b>		<b>(42,944)</b>	<b>164,705</b>
<b>Housing</b>				
\$	\$		\$	\$
13,243	10,444	Building Maintenance	(2,799)	20,000
17,500	11,651	Depreciation	(5,849)	17,500
		Additional works to be funded from Asset Management Reserve		
		No year end variance anticipated		
<b>30,743</b>	<b>22,094</b>		<b>(8,649)</b>	<b>37,500</b>
<b>Community Amenities</b>				
\$	\$		\$	\$

Budget	Actual	Explanation	Current	Year End
34	(430)	SSL Accrued interest	(464)	34
13,713	6,754	SSL Principal	(6,959)	13,713
35,620	21,837	Collection - domestic waste	(13,783)	35,620
41,300	22,831	Collection - recycling	(18,469)	41,300
114,080	65,733	Waste Management Facility	(48,347)	114,080
12,000	10,256	Street Bin Pick up	(1,744)	12,000
120,760	74,539	Town Planning Services	(46,221)	115,060
9,650	2,904	Admin Expenses	(6,746)	9,650
1,447	0	Planning - Long Service Leave	(1,447)	1,447
4,951	2,090	Planning - Superannuation	(2,861)	4,951
7,500	13,176	Town Planning Scheme review	5,676	13,200
4,172	0	Planning - Annual Leave	(4,172)	4,172
1,500	0	LPS Amend Exp	(1,500)	1,500
13,390	5,972	Cemetery Exp	(7,418)	13,390
38,860	16,967	Public Conveniences	(21,893)	38,860
6,363	3,234	SSL Interest	(3,129)	6,363
4,475	2,979	Depreciation - waste facility	(1,496)	4,475
8,993	6,632	Depreciation - toilets	(2,361)	8,993
<b>438,808</b>	<b>255,473</b>		<b>(183,335)</b>	<b>438,808</b>

Budget	Actual	Explanation	Current	Year End
		<b>Recreation &amp; Culture</b>		
\$	\$		\$	\$
12,027	9,335	Town Hall	(2,692)	12,027
21,576	13,812	Rec Centre	(7,764)	21,576
3,008	3,016	Community Centre	8	3,016
1,281	1,329	Supper Room	48	1,329
1,387	1,321	Old Roads Board Building	(66)	1,387
2,508	2,512	Bowling Club	4	2,512
519	546	Cundinup Hall	27	546
428	785	Carlotta Hall	357	785
1,242	1,137	Community House	(105)	1,242
245,230	99,543	Public Parks	(145,687)	245,230
7,500	2,574	Art Maintenance	(4,926)	7,500
15,154	10,767	Library Salaries & insurance	(4,387)	15,154
3,850	1,700	Office Expenses - Library	(2,150)	3,850
200	0	Write-Offs - Library	(200)	200
33,243	3,790	Foreshore Park	(29,453)	33,243
1,875	1,248	Depreciation Community House	(627)	1,875
3,125	2,235	Depreciation Community Sheds	(890)	3,125
1,850	1,232	Depreciation Carlotta Hall	(618)	1,850
42,341	35,055	Depreciation Recreation Centre	(7,286)	42,341
26,150	17,161	Depreciation Town Hall	(8,989)	26,150
35,758	25,945	Depreciation Parks	(9,813)	35,758
1,625	1,082	Depreciation Old Roads Board	(543)	1,625
425	283	Depreciation Cundinup Hall	(142)	425
<b>462,302</b>	<b>236,406</b>		<b>(225,896)</b>	<b>462,746</b>
		<b>Transport</b>		
\$	\$		\$	\$
39,542	19,267	Depot Maintenance	(20,275)	39,542
5,000	1,755	Traffic Signs	(3,245)	5,000
32,000	7,291	Bridge Maintenance	(24,709)	32,000
5,000	1,032	Crossovers	(3,969)	5,000
622	(1,063)	Loan - accrued interest	(1,685)	622
690,000	403,177	Local Road Maintenance	(286,823)	690,000
85,000	29,490	Road Verge Maintenance	(55,510)	85,000

Operating Expenses

<b>Budget</b>	<b>Actual</b>	<b>Explanation</b>	<b>Current</b>	<b>Year End</b>
23,850	12,945	Street Lighting	(10,905)	23,850
9,000	1,300	Street Sweeping	(7,700)	9,000
5,000	303	Traffic Counter Maintenance	(4,697)	5,000
6,000	86	Safety Works	(5,914)	6,000
6,000	110	Equipment replacement	(5,890)	6,000
6,165	3,491	Loan - Interest	(2,674)	6,165
59,010	29,096	Loan - Principal	(29,914)	59,010
30,000	672	Gravel Pit	(29,328)	30,000
5,000	5,342	ROMANS	342	5,342
1,384,401	949,623	Depreciation - Roads	(434,778)	1,384,401
<b>2,391,590</b>	<b>1,463,918</b>		<b>(927,672)</b>	<b>2,391,932</b>

Budget	Actual	Explanation	Current	Year End
		<b>Economic Services</b>		
\$	\$		\$	\$
800	597	Australia Day	(203)	1,100
12,825	7,744	Functions & Events	(5,081)	12,825
80,518	41,028	Caravan Park	(39,490)	42,000
4,100	3,892	Caravan Park admin expenses	(208)	4,100
24,950	11,730	Caravan park utilities	(13,220)	11,500
2,000	1,722	Caravan Park promotion	(278)	1,750
20,113	8,664	Caravan Park & Camping	(11,449)	16,250
44,298	21,616	Caravan park wages	(22,682)	21,616
10,000	7,597	Visitor Centre services	(2,403)	10,000
7,500	9,328	Regional Promotion	1,828	7,500
10,000	2,289	Tourism promotion	(7,711)	10,000
1,199	0	Building Control - Long Service Leave	(1,199)	1,199
39,007	30,538	Building Control - Salary	(8,469)	39,007
4,104	3,184	Building Control - Superannuation	(920)	4,104
3,458	0	Building Control - Annual Leave	(3,458)	3,458
3,339	1,587	Building Control - Expenses	(1,752)	3,339
17,910	12,549	Depreciation - Caravan Park	(5,361)	17,910
<b>286,121</b>	<b>164,063</b>		<b>(122,058)</b>	<b>207,658</b>
		<b>Other Property &amp; Services</b>		
\$	\$		\$	\$
23,154	40,707	Private Works	17,553	41,000
10,000	16,345	Training	6,345	15,350
3,562	(4,501)	Accrued salaries & wages	(8,063)	3,562
28,921	0	Long Service Leave	(28,921)	28,921
89,960	26,697	Salaries	(63,263)	67,000
80,096	0	Annual Leave	(80,096)	80,096
112,442	62,629	Superannuation	(49,813)	112,442
0	15	Office expenses	15	0
30,646	18,692	Sick pay	(11,954)	30,646
		Matched by Increased Income		
		Additional training required for new workers. It is envisaged that a training schedule will be completed in Dec this year to highlight areas where training has lapsed and needs to be undertaken		
		No year end variance anticipated		
		No year end variance anticipated		
		Savings from Manager Infrastructure on unpaid leave		
		No year end variance anticipated		
		No year end variance anticipated		
		No year end variance anticipated		
		No year end variance anticipated		
		No year end variance anticipated		

Budget	Actual	Explanation	Current	Year End
69,294	57,862	Insurances	(11,432)	57,862
10,000	6,928	Protective Clothing	(3,072)	10,000
4,500	964	Safety Meetings	(3,536)	4,500
56,382	21,956	Wages - plant	(34,426)	56,382
30,000	18,881	Tyres & Batteries	(11,119)	30,000
19,045	13,799	Insurances & Licenses	(5,246)	15,500
	72	Admin Expenses	72	72
	1,748	Workers Comp	1,748	1,748
225,000	128,643	Fuel & Oil	(96,357)	230,000
4,000	1,128	Sundry Tools	(2,872)	4,000
37,884	19,988	Holiday Pay	(17,896)	37,884
60,000	50,257	Parts & External Work	(9,743)	60,000
2,000	240	Recruitment Exp	(1,760)	2,000
324,510	197,730	Depreciation - Vehicles	(126,780)	324,510
16,295	12,169	Depreciation - Depot	(4,126)	16,295
<b>1,237,691</b>	<b>692,950</b>		<b>(544,741)</b>	<b>1,229,770</b>
<b>6,324,914</b>	<b>3,809,299</b>	<b>TOTAL</b>	<b>(2,515,615)</b>	<b>6,285,547</b>
		Less Expenditure tied to additional income		(54,693)
		Less Non Cash Depreciation increases		0
		Total Expenditure Savings Anticipated for Year		(94,060)



		Attachment 12.8.2	
OPERATING INCOME TO 28 FEBRUARY 2015			
Budget	Actual	Explanation	(Over)/Under received
			Current Anticipated Year End
<b>General Purpose Revenue</b>			
\$	\$		\$
(1,364,969)	(1,371,468)	Rate Revenue	(6,499)
(5,000)	(4,339)	Legal Fees	661
(12,000)	(6,116)	Int on Overdue rates	5,884
(800,000)	(419,697)	Equalisation Grant	380,304
(4,500)	(4,638)	Interest on Instalments	(138)
(500,000)	(233,262)	Local Road Grant	266,739
(3,900)	(3,510)	Admin Charges	390
(22,000)	(13,381)	DOT Commission	8,619
(25,700)	(22,334)	Sundry Income	3,366
(60,000)	(2,709)	Interest on Investment - General	57,291
(12,000)	(17,010)	Interest on Investment - RTR	(5,010)
(2,810,069)	(2,098,462)		711,607
			(2,808,024)
<b>General Administration</b>			
\$	\$		\$
(1,000)	(284)	Shirley Humble room hire	716
(1,000)	(284)		716
			(500)
<b>Law &amp; Order</b>			
\$	\$		\$
(2,500)	0	Costs Recovered - Cockatoo Valley	2,500
(114,910)	(107,455)	DFES Grant - Brigades	7,455
(78,812)	(9,689)	DFES Grant - CFSO	69,123
(500)	(250)	Firebreak Fines	250
(3,000)	(3,312)	Dog Registrations	(312)
(1,000)	(141)	Cat Registrations	859
(100)	0	Fines - Animal Control	100
(20,700)	(3,567)	DFES Grant - SES	17,133
(221,522)	(124,414)		97,108
			(210,872)
			(500)
			(500)
			(2,500)
			(114,910)
			(78,812)
			(500)
			(3,300)
			(250)
			(100)
			(10,500)

Budget	Actual	Explanation	(Over)/Under received
		Health	
\$	\$		\$
(1,300)	(1,298)	Septic Tank Inspections	2 (1,500)
(1,300)	(2,232)	Gen License Fees	(932) (2,500)
(2,600)	(3,530)		(930) (4,000)

Budget	Actual	Explanation	(Over)/Under received
<b>Education &amp; Welfare</b>			
\$	\$		\$
(6,930)	(5,198)	FROGS lease income	1,733
(4,050)	(2,757)	School holiday contributions	1,293
(750)	(30,840)	CDO grants	(30,090)
(2,100)	(41)	Seniors activities contributions	2,059
(13,830)	(38,834)		(25,004)
			(41,920)
<b>Housing</b>			
\$	\$		\$
(16,796)	(11,842)	Rental Income	4,954
(16,796)	(11,842)		4,954
			(16,796)
<b>Community Amenities</b>			
\$	\$		\$
(13,713)	(6,754)	Self Supporting Loan - Principal	6,959
(6,363)	(3,284)	Self Supporting Loan - Interest	3,079
(56,520)	(57,630)	Mobile Bin Charges	(1,110)
(34,625)	(34,827)	Recycling Fees	(202)
(10,000)	(3,112)	Tip Fees	6,888
(28,750)	(31,024)	Disposal charge	(2,274)
	0	LPS Amend Contributions	0
(6,000)	(5,584)	Town planning fees	416
(3,000)	(6,027)	Cemetery Fees	(3,027)
(20,000)	0	Grants - Qannup	20,000
(178,971)	(148,242)		30,729
			(183,133)
<b>Recreation &amp; Culture</b>			
\$	\$		\$
(3,000)	(8,068)	Hire Fees - Rec Centre	(5,068)
(6,500)	(5,629)	Hire Fees - Town Hall	871
(11,030)	(13,448)	Supper Room lease	(2,418)
(2,470)	(2,470)	Community Centre lease	0
(200)	(47)	Lost Book charges	153
			(100)

Operating Income



Budget	Actual	Explanation	(Over)/Under received
<b>Economic Services</b>			
\$	\$		\$
(1,000)	(1,298)	Septic tank inspections	(298)
(151,850)	(45,805)	Caravan Park Income	106,045
(10,000)	(11,561)	Building Control fees	(1,561)
(162,850)	(58,664)		104,186
			(59,305)
<b>Other Property &amp; Services</b>			
\$	\$		\$
(25,000)	(39,127)	Private Works	(14,127)
(25,000)	(39,127)		(14,127)
(3,509,316)	(2,686,777)	<b>TOTAL INCOME</b>	<b>822,539</b>
		<b>TOTAL</b>	<b>(3,463,088)</b>
		Less: Grant income tied to additional expenditure	45,090
		Add: Income tied to reduced expenditure	(26,700)
		<b>Anticipated (Over)/Under Budget:</b>	<b>822,539</b>
			<b>64,618</b>

Operating Income



		Attachment 12.8.2	
CAPITAL EXPENDITURE TO 28 FEBRUARY 2015			
Budget	Actual	Explanation	(Over)/Under Budget
			Current Anticipated Year End
<b>General Administration</b>			
0	12,160	Furniture & equipment	(12,160)
0	0	Purchase of vehicles	0
0	0	Capital works - Shire Office	0
0	0	Plant & equipment	0
0	12,160		(12,160)
0			0
<b>Law &amp; Order</b>			
40,000	6,225	WAEMI - Expenditure	33,775
(40,000)	0	WAEMI - Capital Grant	(40,000)
9,300	2,264	SES - Plant purchases \$1200 to \$5000	7,036
			2,264
9,300	8,489		811
			2,264
<b>Recreation &amp; Culture</b>			
2,000,000	530,785	Recreation Centre upgrade	1,469,215
		To be funded from Recreation Centre Reserve and Grants	2,000,000
2,000,000	530,785		1,469,215
			2,000,000
<b>Transport</b>			
1,100,000	951,541	Mowen Road - construction	148,459
743,081	393,740	Local roads - construction	349,341
597,000	0	Special Bridgeworks	597,000
11,000	399	Footpath program	10,601
(190,000)	(102,223)	Regional Road Group grants	(87,777)
0	0	Footpaths grant	0
(208,081)	0	Roads to Recovery grant	(208,081)
(597,000)	(199,000)	Special Bridgeworks grant	(398,000)
(1,100,000)	(1,260,000)	Mowen Road grant	160,000
470,000	363,166	Purchase of vehicles	106,834
		Saving anticipated due to lower cost of equipment	363,166
826,000	147,624		678,376
			719,166

Economic Services					
0	23,997	Main Street upgrade	To be funded from Main Street reserve	(23,997)	0
100,000	54,584	Caravan Park upgrade	To be funded from Royalties for Regions grant	45,416	100,000
			Office Equipment Reserve		
			Royalties for Regions funding		
			Mowen Road c/f		
100,000	78,581			21,419	100,000
2,926,000	769,150	<b>TOTAL NET EXPENDITURE</b>			<b>(104,570)</b>
			Unfunded Capital Expenditure		



<b>Policy Number:</b>	ADM 2
<b>Policy Type:</b>	Administration Policy
<b>Policy Name:</b>	<b>Internal Control Manual</b>
<b>Policy Owner:</b>	Chief Executive Officer
<b>Authority:</b>	Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996

## INTRODUCTION

The procedures detailed in this Internal Control Manual have been developed to:

1. Ensure that expenditures of Council are undertaken in a controlled environment to achieve the highest level of compliance with all Local Government legislation and Council policies; and
2. To meet the requirements of Regulation 5(2)(a) of the Local Government (Financial Management) Regulations 1996.

Regulation 5(2)(a) of the Local Government (Financial Management) Regulations 1996 states that the CEO is to:

*“ensure that the resources of the local government are effectively and efficiently managed”.*

The adoption of these procedures will meet the requirements of this regulation.

These procedures shall be reviewed on an annual basis.

## **1 THE PURCHASING SYSTEM**

### **1.1 OBJECTIVES**

The objectives of the purchasing system include:

- Adhering to Council policy ADM 4 – Purchasing Policy.
- That purchase orders are initiated for the supply of all goods and services required by Council, excepting those referred to in section 1.2.1 of this manual.
- That goods and services are verified in terms of quantity and quality.
- That supplier invoices are certified for payment by authorised persons.
- That accurate and prompt payment of creditors is made in accordance with the terms of credit.

## 1.2 PROCEDURES

### 1.2.1 Purchase Orders

A purchase order in a form approved by the Chief Executive Officer shall be issued in relation to the purchase of all goods and services except the following:

- Utilities
- Licenses
- Insurances, freight and postal charges
- Fuel
- Local suppliers where an account is set up
- Supply of goods or services under contract.
- Attendance at conferences and seminars (where payment is required in advance).
- Goods purchased from petty cash.

Officers authorised to sign purchase order forms and cheque requests (Authorised Officers) are those people appointed to the following positions:

Chief Executive Officer  
Manager Corporate Services  
Manager Infrastructure  
| Manager Caravan Park (up to \$1,000)  
Plant Mechanic.  
Leading Hand Gardener (up to \$1,000)  
Executive Officer  
Community Emergency Services Officer (up to \$1,000)

Purchase Orders shall be completed with the following information:

- The supplier's full name and address.
- A brief description of the goods or services required, including quantity if applicable.
- An estimate of the cost of the goods or services.
- The delivery point and date of delivery if applicable.
- The chart of account or job number.

The authorising officer shall ensure that the expenditure is authorised within the current year's adopted budget.

The purchase order form is in triplicate. The first copy (white) is to be forwarded to the supplier. The second copy (yellow) is to be forwarded to the Finance Officer who shall file it in purchase order number order, awaiting receipt of the supplier's invoice. The third copy is retained in the order book.

### **1.2.2 Local Purchases**

Purchase Orders are not required for the provision of goods and services that are generally of a minor ongoing nature from local suppliers where an account is set up. A signature of receipt is required to be placed on the invoice or cart note accompanying the goods.

### **1.2.3 Tenders**

Tenders shall be processed in accordance with the Local Government (Functions and General) Regulations 1996 Sections 4 and 4A, Council delegation number 2 (Tenders) and Council policy ADM4 Purchasing Policy.

Tenders that result in contracts shall, following Council's acceptance of the Tender, be processed as follows:

- A purchase order shall be raised in accordance with guidelines detailed in section 1.2.1 of these procedures, or
- A letter of acceptance of tender will be written which details the conditions of the contract with reference to the tender documentation.

### **1.2.4 Corporate Credit Cards**

Corporate credit cards have been approved for:

- the Chief Executive Officer
- the Youth Officer

Approved purchases shall be reported on a monthly basis to Council in conjunction with the normal presentation of accounts for payment.

### **1.2.5 Cheque Requests**

Cheque requests in the form approved by the Chief Executive Officer are to be used for the payment of accounts due to people or organisations where no external invoice is rendered. Supporting documentation, where applicable, is to be attached to the cheque request. Only Authorised Officers can sign cheque requests, and in doing so shall ensure that the controls listed in section 1.2.1 of this manual are adhered to.

### **1.2.6 Certification of Invoices**

All invoices received shall be stamped with the Shire of Nannup date stamp and the certifying stamp.

Where a purchase order form was generated for the supply of the goods or services, the second copy (yellow) of the purchase order form must be attached to the invoice. The invoice shall be passed on to the Authorising Officer for certification. The certification stamp shall be signed off in all sections by the Authorising Officer prior to the processing of the invoice through the financial system.

Having signed off the certification stamp, the authorising officer shall forward the invoice for payment.

The officer processing invoices shall:

- Verify that all prior procedures have been complied with. If any information or authorisation is lacking the invoice must be returned to the authorising officer for correction.
- Verify all prices and extensions.
- Process those correctly authorised invoices at least on a two weekly basis. Prior to the production of the cheques or electronic funds transfers, all invoices and the system invoice list shall be forwarded to the Manager Corporate Services or a person delegated by him for approval to proceed.
- All cheque and electronic funds transfer payments paid shall be listed and submitted to the next Ordinary Meeting of Council for endorsement.

Payment Vouchers supported by creditor's invoices, cart notes, quotations, purchase orders or any other relevant documentation shall be filed in cheque number or electronic fund transfer number order.

### **1.2.7 Assets**

Those invoices that pertain to the purchase of assets over the Capitalisation Limit as set out in Policy FNC1, shall be recorded in the Council's Asset Management System.

### **1.2.8 Retention of Records**

The following records shall be retained in accordance with the State Records Act 2000 and the Shire of Nannup's record Keeping Plan:

- Purchase order books.
- Contracts / Tender register.
- Cheque payment vouchers together with associated support documentation.

## **2 PETTY CASH**

### **2.1 Objectives**

The objective of the petty cash system is to provide an efficient means of handling approved minor Council purchases. Petty cash shall be maintained on an imprest system. The advance to be held for Petty Cash shall be \$150.

### **2.2 Procedures**

Petty Cash disbursements are restricted to expenses that are of a minor nature. Each time a disbursement is made the petty cash voucher in the form approved by the Chief Executive Officer shall be

completed in full. The petty cash voucher must be authorised by an Authorised Officer. Receipts are to be attached to the petty cash voucher wherever possible.

The petty cash advance shall be reconciled with cash on hand and processed vouchers, as required, prior to reimbursement, using the petty cash recoup sheet.

It is the responsibility of the Executive Officer to ensure that:

- The cash and relevant petty cash vouchers are secured at all times, and placed in the safe at night.
- The cash and relevant petty cash vouchers are regularly reconciled.
- Any discrepancies are reported to the Manager Corporate Services immediately.

### **3 PAYROLL**

#### **3.1 Objectives**

The operation of the payroll system should ensure that:

- The exact payment is made to all staff for all hours worked in accordance with the relevant industry awards and individual contracts.
- Timely payment is made to all staff.
- Accurate, timely and meaningful recording of wage and salary costs is undertaken in the accounting system and subsequent management reports.
- Payment of deductions from salaries and wages to appropriate organisations is made at the end of each month.

#### **3.2 Procedures**

##### **3.2.1 New Employees**

When a new employee commences, the member of the Senior Management Team responsible for that employee shall ensure that a copy of the letter of employment addressed to the employee, stating the level of employment, wages/salaries per fortnight, and any other allowances paid per fortnight is forwarded to the Finance Officer.

The new employee will be required to complete the following documentation:

- Tax declaration forms.
- Superannuation forms.
- Deduction from payroll forms.
- Details of bank account for direct debiting purposes.

Upon receiving all the new employee information, the Finance Officer shall set up a payroll record for the new employee based on the details received.

A new employee file shall be created at this point.

### **3.2.2 Termination of Employees**

Notification of an employee's termination shall be forwarded to the Finance Officer by the employee's supervisor as soon as practicable. The notification shall include all necessary information to enable a termination payment to be made.

The Finance Officer shall, upon receipt of the notice of termination, undertake the calculations for final payment, taking into account such matters as accrued leave and required notice in accordance with the relevant award or contract for the approval of the Manager Corporate Services, and amend the payroll system to ensure that further transactions are prevented.

### **3.2.3 Time Sheets**

Time sheets in the form approved by the Chief Executive Officer shall be completed by the appropriate staff for the purposes of recording all ordinary hours, sick leave, annual leave, long service leave, rostered days off and over-time worked. The time sheets, when completed, are to be authorised by the Supervising Officer as detailed on the time sheet, and forwarded to the Finance Officer by 4pm of the Tuesday of the pay week.

Where the time sheet requires the recording of job number details or chart of account, this information is to be checked by the Supervising Officer prior to being signed off.

Any anomalies or discrepancies observed by the Finance Officer in the course of processing the time sheets shall be reported to the person authorising the time sheet for determination and suitable action.

### **3.2.4 General**

All salaries and wages paid shall be credited to employees' bank accounts via direct banking.

Employee payments made outside of the appointed fortnightly schedule e.g. termination and pay adjustments, shall be processed through "one off pay run – P930W" to ensure correct allocation of costing.

The Finance Officer shall ensure that general ledger control accounts associated with payroll are balanced on a monthly basis.

### **3.2.5 Leave**

All sick leave, annual leave, long service leave, rostered days off, study leave and time in lieu shall be applied for using the application for leave form. The leave form, after being approved by the Supervising Officer,

shall be forwarded to the Finance Officer for the correct calculation of time off requested, and the maintenance of the appropriate leave accrual system.

When the processing of the form through the payroll system is complete, it shall be placed on the relevant employee's personal file.

### **3.2.6 Retention of Payroll Records**

The following records shall be retained in accordance with the State Records Act 2000 and the Shire of Nannup's record Keeping Plan:

- Daily Attendance Records – Time Sheets.
- Employment History and Leave Entitlement Records.
- Payroll pre-listing audit reports.
- Bank details and bank deduction reports.
- Employee deduction reports.
- Hours Due reports.
- Payroll Journals Report.
- Group Certificates.

## **4 THE RECEIPTING SYSTEM**

### **4.1 Objectives**

The objective of the receipting system is to ensure that all monies received by Council are recorded and accurately processed in a timely manner.

### **4.2 Procedures**

Only the following officers are permitted to issue receipts:

- Corporate Services Officer
- Executive Officer
- Development Services Officer
- Finance Officer
- Clerical Trainee

Any other officer requiring a receipt must give the money to one of the above officers who will then issue a receipt.

All monies received through the mail are to be recorded in a register. Each entry shall record the date of the receipt, details of the receipt, the initials of the officer issuing the receipt and the initials of the checking officer.

The person recording the money in the register shall not be the same officer issuing the receipt.

All cheques received through the mail shall be receipted on the same day.

At 4.30 p.m. each day, the cash on hand shall be reconciled using the daily cash receipts summary form.

All monies received shall be banked on at least a daily basis.

The cash drawer shall be secured at all times. All cash and cheques held over at the end of the day shall be placed in the safe overnight.

When balancing the till at the end of each day, if a discrepancy exists between the total of receipts and cash, the Manager Corporate Services shall be immediately notified. After exhausting all avenues to resolve the discrepancy, the following shall apply:

- If the amount of cash held is in excess of the receipts issued, the surplus shall be receipted into the Municipal Fund and held as a restricted asset.
- If the amount of cash held is less than the value of the receipts, if the monies held as restricted assets is not sufficient to address the shortfall, this will be addressed on a case by case basis.

Any variations to the above, must be discussed immediately with the Manager Corporate Services, or in his absence the Chief Executive Officer, whereupon further guidance will be given.

## **5 INVESTMENTS**

### **5.1 Objectives**

The objective of this procedure is to ensure that the investment of surplus Council funds is undertaken to ensure the maximisation of return within a secure environment.

### **5.2 Procedures**

Surplus funds shall be invested in accordance with Policy FNC 7.

Details of the nature of the investment and interest rate payable on the investment will be maintained in the Investment Register.

Interest earnings on any investment shall be recorded in the books of account for the period in which the earnings were received.

## **6 THE JOURNAL SYSTEM**

### **6.1 Objectives**

The objective of this procedure is to limit the use of journals to:

- The bringing to account of direct debits and credits through the bank statement listing, and
- The correction of incorrect income and expenditure accounting record entries.



## 6.2 Procedures

An Authorised Officer, having verified that an incorrect allocation of income or expenditure has occurred, shall request a journal transfer to be made.

The request shall detail all particulars of the required journals including the reason, quantities, dollar values and any supporting documentation.

The journal transfer may only be processed by:

- the Manager Corporate Services
- the Corporate Services Officer

Related Policies	
Related Procedures/Documents	Purchase Order Form, Cheque Request, Petty Cash Voucher, Petty Cash Recoup Sheet, Timesheet, Application for Leave, Daily Cash Receipts Summary
Delegated Level	
Adopted	OM 23 March 2000
Reviewed	OM <del>28 August 2014</del> 26 March 2015



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### BUSH FIRES ACT 1954 - SECT 23

#### 23 . Burning during prohibited burning times

(1) Subject to this section the owner or occupier of land may during the prohibited burning times for the zone of the State in which his land is situated —

(a) at any time, burn the bush on his land for the purpose of protecting a dwelling house or other building, or a stack of hay, wheat or other produce, from damage by fire;

(b) within such period after the commencement of those prohibited burning times as is determined by the local government of the district in which his land is situated —

(i) burn the bush on a road reserve adjoining his land;

(ii) burn the bush on any of his land that is grass land,

for the purpose of protecting pasture or crop growing on his land from damage by fire.

(2) The burning of bush under this section is subject to the owner or occupier of land complying with —

(a) the following conditions —

(i) a permit in writing to burn the bush shall be obtained from a bush fire control officer of the local government in whose district the land is situated, or from the chief executive officer of the local government if a bush fire control officer is not available; and

(ii) the bush shall be burnt at such a time between the hours of 4 p.m. and midnight of the same day as is specified in the permit issued under this section; and

(iii) in the case of burning carried out pursuant to subsection (1)(a), the bush shall be burnt between 2 plough or spade breaks of which the outer break is not more than 100 m from the property to be protected; and

(iv) in the case of burning carried out pursuant to subsection (1)(b)(i), the bush shall be burnt between the constructed portion of the road and an established fire-break; and

(v) in the case of burning carried out pursuant to subsection (1)(b)(ii), the bush shall be burnt between 2 fire-breaks that are not more than 20 m apart and each of which is not less than 2 m in width;

and

(b) the conditions prescribed for the purposes of section 18; and

(c) such other conditions as are stipulated in the permit issued under this section.



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### BUSH FIRES ACT 1954 - SECT 25

#### **25 . No fire to be lit in open air unless certain precautions taken**

(1) Subject to subsection (1aa) and section 25A, during the restricted burning times or during the prohibited burning times a person shall not light or use a fire in the open air for a purpose not specifically mentioned or provided for in this Act, save and except in accordance with and subject to the following provisions —

(a) a fire for the purpose of camping or cooking shall not be lit within 3 m of a log or stump and unless and until a space of ground around the site of the fire having a radius of at least 3 m from the site as the centre, is cleared of all bush and other inflammable material, and when for any day, or any period of a day, the fire danger forecast by the Bureau of Meteorology in Perth in respect of the locality wherein it is desired to light or use a fire for such purpose is “catastrophic”, “extreme”, “severe” or “very high”, such fire shall not be lit on that day or during that period unless and until the approval in writing of the local government for that locality has been obtained so to do;

(b) a fire shall not be lit for the conversion of bush into charcoal, or in or about a lime kiln for the production of lime, unless and until approval in writing is obtained from the local government in whose district the burning is proposed to be carried out and a space of ground around the perimeter of a kiln, pit, or retort used for the purpose is cleared of all bush and other inflammable material for a distance of at least 6 m and such directions and requirements, if any, as are given or specified by a bush fire control officer or authorised CALM Act officer as being in his opinion, necessary for the purpose of preventing the fire from spreading or escaping, are duly carried out or complied with;

(c) a fire for the purpose of disposing of the carcass of a dead animal, or a part of the carcass, shall not be lit —

(i) unless and until a space of ground around the perimeter of the fire and the carcass or part to be burnt is cleared of all bush and other inflammable material for a distance of at least 6 m;

(ii) within a distance of 6 m of a standing tree, whether dead or living and unless at least one person remains in attendance constantly at the fire, and the directions which may be given by a bush fire liaison officer or bush fire control officer in respect of the fire are complied with;

(iii) except between the hours of 6 p.m. and 11 p.m.;

(iv) unless and until notice of intention so to do has been given to the occupier of all land adjoining the land on which the burning is to take place and to a bush fire control officer of the local government for the district in which the fire is to be lit;

*[(d), (e) deleted]*

(f) where a fire is lit for any purpose mentioned in this subsection, except for the purpose mentioned in paragraph (b), the person who lit the fire, or the person left in attendance on the fire as required by this subsection, as the case may be, shall completely extinguish the fire by the application of water or earth before he leaves it;

(g) where the occupier of a sawmill uses a fire on the premises of the sawmill for the purpose of consuming or disposing of sawdust and waste timber resulting from the sawmilling of timber in the sawmill, if the occupier causes reasonable precautions to be taken for the purpose of preventing the fire from spreading or becoming a source of danger to persons or property, and causes the particular directions or requisitions of a bush fire control officer, bush fire liaison officer or of an authorised CALM Act officer in respect of the fire to be properly observed, the occupier is not required to extinguish the fire whilst it continues to be required for the purpose;

(h) where the occupier of a brick kiln uses a fire on the premises of the brick kiln for the purpose of burning and producing bricks, such occupier is not required to extinguish the fire while it continues to be required for that purpose, if he takes or causes to be taken reasonable precautions to prevent the fire from spreading or becoming a source of danger to persons or property and observes or causes to be observed properly the particular directions or requisitions of a bush fire control officer, bush fire liaison officer or authorised CALM Act officer in respect of the fire.

(1aa) For the purposes of this section a gas appliance, comprising a fire the flame of which is encapsulated by the appliance and which does not consume solid fuel, shall not be taken to be a fire in the open air and may be used at any time for the purpose of camping or cooking if that gas appliance is used —

(a) at a person's home; or

(b) in an area which —

(i) is set aside for that purpose by the State Authority or local government responsible for the care, control or management of the land; and

(ii) bears the State Authority's or local government's sign denoting that purpose,

and all combustible material is cleared from within a 5 m radius of the appliance.

(1a) Notwithstanding anything contained in subsection (1) a local government may, by notice published in the *Gazette* and in a newspaper circulating in its district, prohibit the lighting of fires in the open air in its district for the purpose of camping or cooking for such period during the prohibited burning times as is specified in the notice.

(1b) A notice published under subsection (1a) may be cancelled or varied by a subsequent notice so published.

(1c) During any period for which the lighting of fires for the purpose of camping or cooking is prohibited in the district of a local government by a notice published under subsection (1a) a person shall not light a fire in the open air in that district for either of those purposes unless the fire is lit —

(a) in a place specified in the notice as being set aside for the lighting of camping and cooking fires; or

(b) with the approval in writing of the local government.

(1d) The provisions of subsection (1)(a) and (f) shall be complied with in relation to a fire lit pursuant to subsection (1c).

(2) A person who contravenes a provision of this section is guilty of an offence.

Penalty: \$3 000.

*[Section 25 amended by No. 11 of 1963 s. 12; No. 15 of 1965 s. 2; No. 113 of 1965 s. 8(1); No. 101 of 1969 s. 5; No. 67 of 1970 s. 2; No. 94 of 1972 s. 4 (as amended by No. 83 of 1973 s. 3); No. 65 of 1977 s. 21, 47 and 48; No. 51 of 1979 s. 5; No. 8 of 1987 s. 8; No. 60 of 1992 s. 23; No. 14 of 1996 s. 4; No. 57 of 1997 s. 26(1); No. 10 of 1998 s. 20(1); No. 38 of 2002 s. 25, 39 and 40; No. 25 of 2009 s. 10; No. 19 of 2010 s. 52(4).]*

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### BUSH FIRES ACT 1954 - SECT 48

#### 48 . Delegation by local governments

(1) A local government may, in writing, delegate to its chief executive officer the performance of any of its functions under this Act.

(2) Performance by the chief executive officer of a local government of a function delegated under subsection (1) —

(a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and

(b) is to be treated as performance by the local government.

(3) A delegation under this section does not include the power to subdelegate.

(4) Nothing in this section is to be read as limiting the ability of a local government to act through its council, members of staff or agents in the normal course of business.

*[Section 48 inserted by No. 38 of 2002 s. 35.]*

*[ 49. Deleted by No. 2 of 1996 s. 61.]*

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<b>Policy Number:</b>	FNC 1
<b>Policy Type:</b>	Finance
<b>Policy Name:</b>	Capitalisation of Fixed Assets
<b>Policy Owner:</b>	Manager Corporate Services
<b>Authority:</b>	Shire of Nannup

## POLICY

Fixed Assets shall be capitalised where their individual value equals or exceeds \$2,000.

Assets may also be capitalised where they can be easily grouped and where the total value of the assets so grouped exceeds the ~~\$3,000~~ threshold.

Where assets are so grouped a separate register of the numbers and value of the assets shall be kept exclusive of the Asset Register.

Related Policies	
Related Procedures/Documents	
Delegated Level	
Adopted	OM 26 May 1994
Reviewed	OM <del>22 August 2013</del> 26 March 2015

<b>Policy Number:</b>	FNC 2
<b>Policy Type:</b>	Finance
<b>Policy Name:</b>	Depreciation Rates of Fixed Assets
<b>Policy Owner:</b>	Manager Corporate Services
<b>Authority:</b>	Shire of Nannup

## POLICY

Council's Fixed Assets are to be depreciated in accordance with the following rates:

Buildings	2.5%	straight line
Furniture	10%	straight line
Office Equipment	20%	straight line
Plant and Equipment	10%	straight line
Infrastructure Assets		
clearing and earthworks	not depreciated	
pavement	2%	straight line
Seal	6.7%	straight line
Kerb	1%	straight line
Drainage	2%	straight line
parks & gardens	2%	straight line
footpaths	2%	straight line

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ significantly from that determined using fair value at the reporting date and at least every three years.

Related Policies	
Related Procedures/Documents	
Delegated Level	
Adopted	OM 26 May 1994
Reviewed	OM <u>26 March 2015</u> 22 August 2013



<b>Policy Number:</b>	FNC 3
<b>Policy Type:</b>	Finance
<b>Policy Name:</b>	Community Group Grants and Donations
<b>Policy Owner:</b>	Chief Executive Officer
<b>Authority:</b>	Shire of Nannup

## **POLICY**

1. That Council will advertise submissions for community grants in the local newspaper in December/January in any given year. The deadline for submissions will be 28 February in any given year.
2. A standard submission form with all the required details will be used in order that Council can arrive at an informed decision on the distribution of public funds. Responsibility will be placed on groups to provide an accurate financial status providing suitable documentation to ensure fair consideration of their submission by Council.
3. Requests for donations outside of the Community Grants budget deliberations are to be made in writing, giving full details of the organisation concerned and the purpose for which the donation will be used. Council reserves the right to request any information necessary in order to arrive at a decision whether or not to provide a donation in any instance.
4. All requests for donations outside of community grant budget deliberations shall be included in the next available agenda, which will include a report from staff detailing the availability and source of funds from Council's budget if recommended for approval
5. Council at its discretion shall approve or not approve donations outside of community grant budget deliberations.
6. Payment of Community Grants will be made once the Council's budget for the year has been approved.

<b>Related Policies</b>	
<b>Related Procedures/Documents</b>	
<b>Delegated Level</b>	
<b>Adopted</b>	OM 9 June 1994
<b>Reviewed</b>	OM 26 March 2015 <del>22 August 2013</del>

<b>Policy Number:</b>	FNC 4
<b>Policy Type:</b>	Finance
<b>Policy Name:</b>	Tourism Based Rural Properties – Rating Basis
<b>Policy Owner:</b>	Chief Executive Officer
<b>Authority:</b>	Shire of Nannup

## **OBJECTIVE**

To provide guidelines to establish when the classification of a rural rateable location should change from traditional “rural”, to “rural GRV”; i.e. its use is predominantly tourism based.

## **POLICY**

As per the intent of S 6.28 of the Local Government Act 1995, where land is used predominantly for rural purposes, the property shall be valued based upon its unimproved value.

Where tourism development has occurred on a location to the extent that its use is predominantly non rural, the location shall be valued based upon its gross rental value.

The following should be taken into consideration when determining whether a location is being used for tourism related activities as opposed to rural:

1. When tourism related activity produces the majority of the income for a location, then this activity takes over as the “predominant use”.
2. The predominant use must be definable within a rateable lot or location.
3. Tourism based activities include Chalets, Lodging Houses, Guest Houses, Wineries, door sales of produce (e.g. marron, wine, cheese, craft, woodwork, etc.), Restaurants, etc., or a combination of these.
4. As a guide, five or more chalets on a property would indicate the predominant use has changed.

<b>Related Policies</b>	
<b>Related Procedures/Documents</b>	
<b>Delegated Level</b>	
<b>Adopted</b>	OM 25 February 1999
<b>Reviewed</b>	OM <u>26 March 2015</u> 22 August 2013

<b>Policy Number:</b>	FNC 5
<b>Policy Type:</b>	Finance
<b>Policy Name:</b>	Rate Rebates for Pensioners
<b>Policy Owner:</b>	Manager Corporate Services
<b>Authority:</b>	Shire of Nannup

## **POLICY**

Rebates for eligible pensioners or seniors who reside on a property with a non-residential component will be applied to the minimum rate applicable to a residence in the townsite, on the condition that State Treasury fully reimburses Council the total amount of the rebate applicable.

<b>Related Policies</b>	
<b>Related Procedures/Documents</b>	
<b>Delegated Level</b>	
<b>Adopted</b>	OM 20 December 2001
<b>Reviewed</b>	OM 26 March 2015 <del>22 August 2013</del>

<b>Policy Number:</b>	FNC 6
<b>Policy Type:</b>	Finance
<b>Policy Name:</b>	Acceptance of Grant Funding
<b>Policy Owner:</b>	Chief Executive Officer
<b>Authority:</b>	Shire of Nannup

## **POLICY**

Acceptance of grant funding by Council is to be in accordance with the following:

1. Any matching funding required of Council is to be included in the annual budget or by Council resolution.
2. The Chief Executive Officer is delegated authority to accept grants on behalf of Council up to a maximum amount of \$5,000 or for higher sums where budgetary provision for the grant or associated match funding already exists. In all remaining cases the Chief Executive Officer is delegated authority to accept the grant from the funding body but the grant may not be committed to projects until such time as a formal report has been presented to Council seeking endorsement of its application.
3. Where a grant is accepted on behalf of Council up to the delegated amount, an Information Report is to be provided to Council at the next available opportunity giving details of the grant accepted.
4. Where a grant is accepted on behalf of Council up to the delegated amount, the grant purpose is to be consistent with existing planning documents or direction of Council such as Council's adopted Forward Plan, budget or existing resolution of Council.

Related Policies	
Related Procedures/Documents	
Delegated Level	
Adopted	OM 26 February 2009
Reviewed	OM 26 March 2015 <del>22 August 2013</del>

<b>Policy Number:</b>	FNC7
<b>Policy Type:</b>	Finance
<b>Policy Name:</b>	Investment Policy
<b>Policy Owner:</b>	Chief Executive Officer
<b>Authority:</b>	Shire of Nannup

## **POLICY**

### **Definition**

The Council defines its treasury management activities as the management of the Council's investments and cash flows, its banking, money market and capital market transactions, the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks.

### **Objectives**

The Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation. Priority for investment decisions will be based on security and liquidity.

### **Legislative Requirements**

All investments are to be made in accordance with:

- Local Government Act 1995 – Section 6.14
- The Trustees Amendment Act 1962 –, re: Part III Investments (as amended 1997)
- LG Financial Management Regulations (19, 28 and 49)
- Australian Accounting Standards

### **Management and Decision Making**

The Chief Executive Officer, shall be responsible for the management of the Council's funds and for reporting to the Council on these affairs.

All executive decisions on borrowing, investment or financing shall be delegated to the Chief Executive Officer and the CEO may delegate the exercise of these powers to the:

- Manager Corporate Services
- Or any other employee of the Shire through instrument(s) of delegation.

## Approved Organisations for Investment

Surplus funds may be invested in the following institutions:

- (a) The Council's account holding bank
- (b) authorized deposit taking institutions and the Western Australian Treasury Corporation.

All investments must be in Australian currency.

Funds must be invested in the following financial instruments:

- authorized deposit taking institutions and the Western Australian Treasury Corporation for a term not exceeding 12 months.
- bonds that are guaranteed by the Commonwealth Government or a State or Territory for a term not exceeding three years.

Where investments of greater duration than 12 months are desired, Council officers are to obtain independent financial advice from a Certified Financial Planner with regard to specific investment selections.

The maximum amount that may be invested with any one institution is \$4 million for deposits requiring less than 24 hours' notice of withdrawal and \$2 million for all other deposits.

The Chief Executive Officer can authorise a transaction which exceeds the maximum investment limit with any one institution and must record the reason for any departure from the policy and report this to Council. In such cases the appropriate authorising signature should be recorded in a central register.

Related Policies:	
Related Procedures/Documents:	
Delegated Level:	Chief Executive Officer, Manager Corporate Services
Adopted:	OM 26 April 2012
Reviewed:	OM <u>26 March 2015</u> <del>22 August 2013</del>

**SHIRE OF NANNUP**  
**ACCOUNTS FOR PAYMENT - FEBRUARY 2015**

EFT/ Cheque	Date	Name	Invoice Description	Amount
EFT6872	10/02/15	DEPARTMENT OF PREMIER AND CABINET	GOVERNMENT GAZETTE ADVERTISING DEC 14	408.00
EFT6873	10/02/15	ROBERT LONGMORE	2 COUNCIL MEETINGS AND TRAVEL	245.32
EFT6874	10/02/15	MANJIMUP BOUNCY CASTLES	FAMILY FUN DAY	900.00
EFT6875	10/02/15	NANNUP BRIDGE CAFE	CATERING AND DRINKS	976.50
EFT6876	10/02/15	BP NANNUP	JAN FUEL ACCOUNT	115.54
EFT6877	10/02/15	NANNUP PHARMACY	FIRST AID EQUIP	110.70
EFT6878	10/02/15	HITACHI CONSTRUCTION MACHINERY AUST P/L	P/O 14975 PADLOCK	73.33
EFT6879	10/02/15	QUICK CORPORATE AUSTRALIA	SHREDDER BAG	53.59
EFT6880	10/02/15	EDGE PLANNING & PROPERTY	PLANNING SERVICES BETWEEN 21 DEC 14- 17 JAN 2015	2,131.80
EFT6881	10/02/15	GAS-IT PIPE CONTRACTING	WORKS MOWEN ROAD P/O 14827	43,264.10
EFT6882	10/02/15	BUSSELTON MULTI SERVICE	ENGRAVE PLATES FOR HONORARY FREEMAN P/O 14928	196.95
EFT6883	10/02/15	DEAN GUJA	07,20,09,04/02/2015	2,490.00
EFT6884	10/02/15	ALLMARK & ASSOCIATES PTY LTD	ALUMINIUM PLAQUES P/O 14906	4,669.50
EFT6885	10/02/15	COVS PARTS	P/O 14978 MAGIC TREE CARD	343.35
EFT6886	10/02/15	BOLLIG DESIGN GROUP	SHIRE OF NANNUP- REC CENTRE JOB NO : 1216	26,004.00
EFT6887	10/02/15	PICKLE & O	MORNING TEA FOR 10 PEOPLE 28/012015	45.00
EFT6888	10/02/15	DUNBAR WA PTY LTD/ FORIS IRRIGATION	CALLOUT TO TROUBLE SHOOT P/O 14836	396.00
EFT6889	10/02/15	JANE BUCKLAND	TUITION FEES FOR MASTER FOR URBAN & REGIONAL PLANNING	250.00
EFT6890	10/02/15	LASERSCAPE	FAMILY FUN DAY - P/O 14648	880.00
EFT6891	10/02/15	RURAL CINEMA	GENERAL CINEMA HIRE 30/01/2015	1,650.00
EFT6892	10/02/15	BELLA BLAKEMORE	FAMILY FUN DAY	500.00
EFT6893	10/02/15	LEWIS HORNE	FAMILY FUN DAY P/O 14650	600.00
EFT6894	10/02/15	CITY & REGIONAL FUELS	4800 LITRES	10,445.62
EFT6895	10/02/15	AEC GROUP PTY LTD	SHIRE OF NANNUP - EMERGENCY MANAGEMENT INSTITUTE	11,371.80
EFT6896	10/02/15	VACUUM WORLD & ELECTRICAL APP. PARTS	NUMATIC JUNIOR VACUUM CLEANER P/O 14689	418.00
EFT6897	10/02/15	SEEK LIMITED	SEEK AD JOBS X2	660.00
EFT6898	10/02/15	JIM KELLY	LUNCH ACTING AND NEW CEO	52.00
EFT6899	10/02/15	GMAS SWIMMING CLUB (INC)	2014 & 2015 KIDSPORT VOUCHER P/O 14926	400.00
EFT6900	10/02/15	AMD CHARTERED ACCOUNTANTS	AUDIT OF FINANCIAL STATEMENT FOR YEAR ENDING 30 JUNE 14	7,447.00
EFT6901	10/02/15	BOC LIMITED	CO2 INDUSTRIAL E SIZE	169.88
EFT6902	10/02/15	BLACKWOODS	DEGREASER P/O 14972	308.55
EFT6903	10/02/15	COATES HIRE	P/O 14824 MULTI TYRE ROLLER	6,921.94
EFT6904	10/02/15	CJD EQUIPMENT PTY. LTD.	OIL FILTER P/O 14974	1,410.09
EFT6905	10/02/15	HOLCIM AUSTRALIA PTY LTD	P/O 14831 MANJI CONCRETE	1,822.10
EFT6906	10/02/15	LANDGATE	MINIMUM CHARGE	36.55
EFT6907	10/02/15	HOWSON MANAGEMENT PTY LTD	16 JANUARY - 31 JAN 2015	9,754.25
EFT6908	10/02/15	TOLL IPEC ROAD EXPRESS PTY LTD	CJD	150.96
EFT6909	10/02/15	INSIGHT CCS PTY LTD	MONTH OF DEC2014	144.32
EFT6910	10/02/15	JASON SIGNMAKERS	SIGNS	286.00
EFT6911	10/02/15	K & C HARPER	KINDY YARD, WATER LEAK FROM WATER MAIN IN GARDEN	282.15
EFT6912	10/02/15	MALATESTA ROAD PAVING	BITUMEN PRODUCTS - BALINGUP - NANNUP ROAD	98,008.32
EFT6913	10/02/15	NANNUP HARDWARE & AGENCIES	DROPPER 94 CM WARATAH	2,333.40
EFT6914	10/02/15	NANNUP NEWSAGENCY	STATIONERY	554.36
EFT6915	10/02/15	NANNUP EZIWAY SELF SERVICE STORE	REFRESHMENTS AND CLEANING NO GST	1,145.20
EFT6916	10/02/15	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	16.79
EFT6917	10/02/15	THE BAKERY @ NANNUP	25 ASSORTED LOAVES SLICED BREAD FFD	75.00
EFT6918	10/02/15	SW PRECISION PRINT	MOVIES BY MOONLIGHT	1,359.00
EFT6919	10/02/15	THE PAPER COMPANY OF AUSTRALIA PTY LTD	A4 PAPER P/O 14785	138.60
EFT6920	10/02/15	SYNERGY	455612510	4,158.20
EFT6921	10/02/15	SHIRE OF MANJIMUP	CLUB DEVELOPMENT OFFICER P/O 14364	4,070.00
EFT6922	10/02/15	TRADE HIRE	P/O 14976 PETROL	272.50
EFT6923	10/02/15	WARREN BLACKWOOD WASTE	REFUSE COLLECTION CONTRACT	7,149.44
EFT6924	10/02/15	WORTHY CONTRACTING	NANNUP WASTE MANAGMENT - JAN 15	9,863.33
EFT6925	10/02/15	CHRIS WADE	TELSTRA IPAD CREDIT	180.00
EFT6926	10/02/15	ZIPFORM PTY LTD	MUNI CHEQUES	217.36
EFT6928	11/02/15	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	P/O 14923 ADVERTISING FOR FAMILY FUN DAY	660.00
EFT6929	11/02/15	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	P/O 14925 DONNYBROOK MAIL	125.00
EFT6930	24/02/15	GREENLINE AGRICULTURE	100 HOUR SERVICE REGO NUMBER: 6666-5093E P/O 14842	456.25
EFT6931	24/02/15	JP REPAIRS	P/O 14869 BATTERIES FOR DARRADUP 3.4	477.40
EFT6932	24/02/15	DATA #3 LIMITED	P/O 14690 TREND SECURITY RENEWAL	116.16
EFT6933	24/02/15	BP NANNUP	JAN FUEL ACCOUNT	115.54
EFT6934	24/02/15	BUSSELTON TOYOTA	NPODD SERVICE ON CAR	339.25
EFT6935	24/02/15	PUBLIC LIBRARIES WA INC	WA LIBRARY CONFERENCE REIMBURSED TO STATE LIB	360.00
EFT6936	24/02/15	EDGE PLANNING & PROPERTY	18-21 JANUARY 2015	3,793.35
EFT6937	24/02/15	CAPE TO CAPE EXPLORER TOURS	NANNUP YAC MUSIC WORKSHOP BUS AND DRIVER HIRE	420.00
EFT6938	24/02/15	PICKLE & O	P/O 14931 ON 11/02/2015	63.00
EFT6939	24/02/15	REGAL APARTMENTS PTY LTD	E PATMEN 8/02/2015-13/02/2015	1,150.00
EFT6940	24/02/15	ROBERT BOOTSMA	HEAVY DUTY POLY PIPE AND SD HC CARD	208.00
EFT6941	24/02/15	CITY & REGIONAL FUELS	DIESEL	3,679.86
EFT6942	24/02/15	SCOPE BUSINESS IMAGING	PHOTOCOPIER CHARGES	586.93
EFT6943	24/02/15	SUSAN ELTON	FAMILY FUN DAY ASSISTANCE	125.00
EFT6944	24/02/15	BROOKS HIRE	P/O 14811 HIRE OF MULTI TYRE ROLLERS - MOWEN ROAD	29,360.49
EFT6945	24/02/15	TIMBER INSIGHT PTY LTD	BUILDING IN BUSHFIRE PRONE AREAS BREAKFAST SEMINAR	95.00
EFT6946	24/02/15	LIBBY MARGARETT & SUSAN SMITH	NEW CEO ACCOMMODATION AT NASHIES COTTAGE FROM 3/03/15 - 11/03/15	840.00

**SHIRE OF NANNUP  
ACCOUNTS FOR PAYMENT - FEBRUARY 2015**

<b>EFT/ Cheque</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Amount</b>
EFT6947	24/02/15	TON VAN HATTEM	SUPPLY 2 SETS OF BOOMGATES FOR CARAVAN PARK	5,182.00
EFT6948	24/02/15	PETE LADD-MCGOVERN	P/O 14904 JAN 30 2015 MOVIES BY MOONLIGHT	250.00
EFT6949	24/02/15	RH GANNAWAY PTY LTD	FRIDAY 13TH / SATURDAY 14TH FEB P/O 14992	220.00
EFT6950	24/02/15	MATTHEW DAY	REIMBURSEMENT FOR LICENSING TRAINING	735.63
EFT6951	24/02/15	ARROW BRONZE	PATTERN AND POSTAGE	437.80
EFT6952	24/02/15	GC & CA BROWN	P/O 14837 FENCING	4,027.78
EFT6953	24/02/15	BLACKWOODS	P/O 14972 CLEANER HAND	119.68
EFT6954	24/02/15	HOLCIM AUSTRALIA PTY LTD	MANJIMUP WA CONCRETE	1,689.93
EFT6955	24/02/15	CUTTS ENGINEERING PTY LTD	P/O 14973 REPAIRS TO PIG TRAILER	1,182.91
EFT6956	24/02/15	UHY HAINES NORTON	BUDGET WORKSHOP 20/2/15	1,540.00
EFT6957	24/02/15	HOWSON MANAGEMENT PTY LTD	PERIOD 1ST FEB 2015 TO 15TH FEB 2015	4,534.75
EFT6958	24/02/15	TOLL IPEC ROAD EXPRESS PTY LTD	JASON SIGNMAKER P/O 14848	145.66
EFT6959	24/02/15	INSIGHT CCS PTY LTD	MONTH OF JAN 2015	108.24
EFT6960	24/02/15	JASON SIGNMAKERS	ROAD SIGNS	819.50
EFT6961	24/02/15	K & C HARPER	BROCKMAN STREET CARAVAN PARK	2,046.44
EFT6962	24/02/15	MALATESTA ROAD PAVING	BITUMEN PRODUCTS P/O 14840 EAST NANNUP ROAD	54,499.70
EFT6963	24/02/15	NANNUP HARDWARE & AGENCIES	HARDWARE	59.85
EFT6964	24/02/15	NANNUP COMMUNITY RESOURCE CENTRE	TELEGRAPH ADVERT 2015 FEB	484.00
EFT6965	24/02/15	NANNUP LIQUOR STORE	COUNCIL MEETING	275.88
EFT6966	24/02/15	SYNERGY	STREETLIGHTS	2,021.85
EFT6967	24/02/15	SOUTHWEST TYRE SERVICE	MICHELIN - SCANIA P/O 14739	13,142.00
EFT6968	24/02/15	SHIRE OF MANJIMUP	IT CONSULTANCY C5/12/2014	262.50
EFT6969	24/02/15	SCOTTIES EXCAVATIONS	DRAINAGE WORK ON EAST NANNUP ROAD - FROM 3/02/2015-06/02/2015	4,576.00
EFT6970	24/02/15	WESTSIDE WINDSCREENS	SCANIA 5 SERIES P/O 14981	1,149.50
EFT6971	26/02/15	BRC - BUILDING SOLUTIONS	PROGRESS 03 NANNUP REC CENTRE	318,000.00
<i>Total of EFT Payments December 2014</i>				<b>728,403.62</b>
19720	10/02/15	THE GRYGLICKI FAMILY TRUST	BUS HIRE TO COWARAMUP AND AUGUSTA P/O 14927	891.00
19721	10/02/15	CITY OF BUSSELTON	RANGER JOB COSTS 22/04/2014	2,975.00
19722	10/02/15	NANNUP DELI	SUPPLIES	251.81
19723	10/02/15	COLAS WESTERN AUSTRALIA	SUPPLY AND SPRAY BUTBACK BITUMEN P/O 14807	559,914.96
19724	10/02/15	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	LICENCE RENEWAL FEES	103.00
19725	10/02/15	LIONS CLUB OF NANNUP	CATERING/COOKING 21/01/2015	300.00
19727	18/02/15	ALAN WAYNE KING	Rates refund	120.95
19728	24/02/15	BUSSELTON MOTORS	SUPPLY REAR RADIO MIST	30.78
19729	24/02/15	NANNUP BASKETBALL ASSOCIATION	P/O 14920 KIDSPORT VOUCHER	220.00
19731	24/02/15	PEERABEELUP VOLUNTEER BUSH FIRE BRIGADE	ESL GRANT 2014/15	4,030.00
19732	24/02/15	SENSIS PTY LTD	JANUARY 2015 PAYMENTS	68.97
19733	24/02/15	BOCKEASY PTY LTD	Dec-14	880.00
19734	24/02/15	NANNUP CRICKET CLUB	P/O 14933 25/01/2015, 26/01/2015 NANNUP AUSTRALIA DAY	300.00
19735	24/02/15	SHIRE OF BRIDGETOWN GREENBUSHES	REGIONAL BRIDLE TRIAL	4,675.00
19736	24/02/15	WATER CORPORATION	FIRE WORKS BALINGUP ROAD CARAVAN PARK	14,519.13
<i>Total of Municipal Cheque Payments December 2014</i>				<b>589,280.66</b>
<b>TOTAL MUNICIPAL PAYMENTS FOR PERIOD</b>				<b>\$ 1,317,684.28</b>
<b>TOTAL TRUST PAYMENTS FOR PERIOD</b>				<b>\$ -</b>
<b>TOTAL PAYMENTS FOR PERIOD:</b>				<b>\$ 1,317,684.28</b>