

Please note: These minutes are to be confirmed as a true record of proceedings

**CONFIRMED**

## CITY OF BUSSELTON

**MINUTES OF THE COUNCIL MEETING HELD ON 23 FEBRUARY 2022**

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## MINUTES

MINUTES OF A MEETING OF THE BUSSELTON CITY COUNCIL HELD IN COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 23 FEBRUARY 2022 AT 5.30PM.

1. DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY / ACKNOWLEDGEMENT OF VISITORS / DISCLAIMER / NOTICE OF RECORDING OF PROCEEDINGS

The Presiding Member opened the meeting at 5.30pm.

The Presiding Member noted this meeting is held on the lands of the Wadandi people and acknowledged them as Traditional Owners, paying respect to their Elders, past and present, and Aboriginal Elders of other communities who may be present.

2. ATTENDANCE

Presiding Member:

Cr Grant Henley Mayor

Members:

Cr Paul Carter Deputy Mayor  
Cr Sue Riccelli  
Cr Ross Paine  
Cr Kate Cox  
Cr Anne Ryan  
Cr Phill Cronin  
Cr Jodie Richards  
Cr Mikayla Love

Officers:

Mr Mike Archer, Chief Executive Officer  
Mr Oliver Darby, Director, Engineering and Works Services  
Mr Paul Needham, Director, Planning and Development Services  
Mrs Naomi Searle, Director, Community and Commercial Services  
Mr Tony Nottle, Director, Finance and Corporate Services  
Mrs Emma Heys, Governance Coordinator  
Ms Jo Barrett-Lennard, Governance Officer

Apologies:

Nil

Approved Leave of Absence:

Nil

Media:

“Busselton-Dunsborough Times”

“Busselton-Dunsborough Mail”

Public:

8

**3. PRAYER**

Nil

**4. APPLICATION FOR LEAVE OF ABSENCE**

Nil

**5. DISCLOSURE OF INTERESTS**

Nil

**6. ANNOUNCEMENTS WITHOUT DISCUSSION****Announcements by the Presiding Member**

Nil

**7. QUESTION TIME FOR PUBLIC**

Prior to the Public Question Time commencing the Mayor advised that the questions taken on notice at the previous meeting had been circulated and would be tabled in the minutes.

**Response to Previous Questions Taken on Notice**

The following questions were taken on notice by the Council at the 9 February 2022 Ordinary Council meeting.

**7.1 Mr Don Evill****Question**

Can you confirm that the City has approximately 600 non-compliance complaints that have not been actioned? Is there a time limit they have to be actioned?

**Response**

(Provided by Mr Paul Needham, Director Planning and Development Services)

It is not known where the figure of 600 has come from.



The following, however, is a breakdown of key development compliance workload-

- There are over 1,600 private swimming pools in the District. Once every four years, pool fencing must be inspected, meaning an average of 400 pools must be inspected annually.
- There are currently 27 approved extractive industry sites in the District. Each of those is inspected on a bi-annual basis and, where significant compliance issues are identified, remedial action is required.
- There are approximately 150 other matters which have not yet been closed out, but only a relatively small proportion of those are requiring active investigation. Staff are currently working actively to close-out matters no longer requiring investigation.

The priority given to compliance matters and the approach taken is guided by the City's Council adopted Compliance Policy.

### **Question Time for Public**

#### **7.3      Mr Keith Sims**

##### **Question**

Why did Council vote to proceed with the BPACC, based on a business case containing assumptions, including the creative industries and the income to be generated by it, which is now not part of the project?

##### **Response**

(Mrs Naomi Searle, Director Community and Corporate Services)

The draft operations budget that was an attachment to the Business Case excluded any revenues for the creative industries hub. When we were advised by the State Government that we were unsuccessful in our funding application, the creative industries hub was excluded from the financial operations model.

#### **7.4      Mr Gordon Bleechmore**

##### **Question**

Why has the City taken to grading the Wonnerup beach access carpark every week over the last six months, and is there plans to seal the car park to protect it?

##### **Response**

(Mr Oliver Darby, Director Engineering and Works Services)

We will take that question on notice.

##### **Question**

There have been cameras placed near the toilets at the Wonnerup beach access car park, however they don't appear to be positioned to take vision of the car park. What is the purpose of the cameras?

##### **Response**

(Mr Tony Nottle, Director Finance and Corporate Services)

We will take that question on notice.

**Question**

What is the City doing to stop the honing at the Wonnerup beach access car park that is occurring on almost a nightly basis?

**Response**

(Mayor Grant Henley)

That would be a matter for the Police.

7.5 Mr Jeff Forrest**Question**

Twice in April last year my garden shed was flooded by water coming down from Yungarra Drive. I reported this to Council, but it has not been acted upon. What is the City going to do to rectify the issue?

**Response**

(Mr Oliver Darby, Director Engineering and Works Services)

We will take that question on notice.

7.6 Mr Gordon Bleechmore**Question**

At the special electors meeting on Monday 21 February 2022, you advised Councillors not to vote on the motions presented by the electors. Why?

**Response**

(Mayor Grant Henley)

I advised the Councillors that voting at the Electors Meeting may prejudice their sitting in consideration of the motions at a future meeting.

The following information was provided by Officers after the meeting:

*Local Government (Administration) Regulations 1996 s17*

*17. Voting at meeting (Act s. 5.31)*

*(1) Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote.*

*Local Government Act 1995 s5.32*

*(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*

*(a) at the first ordinary council meeting after that meeting*

**Question**

Some of the geo-fabric groins at Wonnerup Beach have been removed, possibly by vehicles driving over them. What is the City going to do to rectify this?

**Response**

(Mr Oliver Darby, Director Engineering and Works Services)

After the bags were initially installed, there was a vehicle that drove over that caused some damage that was repaired. I am not aware of the bags having been moved or removed.

**8. CONFIRMATION AND RECEIPT OF MINUTES****Previous Council Meetings****8.1 Minutes of the Council Meeting held 9 February 2022****COUNCIL DECISION****C2202/026**

Moved Councillor P Carter, seconded Councillor P Cronin

**That the Minutes of the Council Meeting held 9 February 2022 be confirmed as a true and correct record.**

**CARRIED 9/0****8.2 Minutes of the Annual General Meeting of Electors held 31 January 2022****COUNCIL DECISION****C2202/027**

Moved Councillor P Carter, seconded Councillor P Cronin

**That the Minutes of the Annual General Meeting of Electors held 31 January 2022 be noted.**

**CARRIED 9/0****Committee Meetings****8.3 Minutes of the Meelup Regional Park Committee Meeting held 7 February 2022****COUNCIL DECISION****C2202/028**

Moved Councillor K Cox, seconded Councillor M Love

**That the Minutes of the Meelup Regional Park Committee held 7 February 2022 be noted.**

**CARRIED 9/0****8.4 Minutes of the Finance Committee Meeting held 9 February 2022****COUNCIL DECISION****C2202/029**

Moved Councillor A Ryan, seconded Councillor S Riccelli

**That the Minutes of the Finance Committee Meeting held 9 February 2022 be noted.**

**CARRIED 9/0**

9. **RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS**

**Petitions**

Nil

**Presentations**

Nil

**Deputations**

Nil

10. **QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)**

Nil

**11. ITEMS BROUGHT FORWARD****ADOPTION BY EXCEPTION RESOLUTION**

At this juncture the Mayor advised the meeting that, with the exception of the items identified to be withdrawn for discussion, the remaining reports, including the Committee and Officer Recommendations, will be adopted en bloc, i.e. all together.

**COUNCIL DECISION****C2202/030**

Moved Councillor A Ryan, seconded Councillor P Cronin

**That the Committee Recommendations for Items 12.1 and 12.2 and Officer Recommendations for items 14.1 and 17.1 be carried en bloc:**

**12.1 Finance Committee – 9/2/2022- LIST OF PAYMENTS MADE – DECEMBER 2021**

**12.2 Finance Committee – 9/2/2022 – FINANCIAL ACTIVITY STATEMENTS – YEAR TO DATE AS AT 31 DECEMBER 2021**


**14.1 PROPOSAL TO EXCISE PORTION OF CROWN RESERVE 26513 FOR AMALGAMATION WITH Lot 1, 412 GIFFORD ROAD, DUNSBOROUGH**

**17.1 COUNCILLORS INFORMATION BULLETIN**

**CARRIED 9/0****EN BLOC**

## 12. REPORTS OF COMMITTEE

### 12.1 Finance Committee - 9/2/2022 - LIST OF PAYMENTS MADE - DECEMBER 2021

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Financial Operations
<b>BUSINESS UNIT</b>	Financial Services
<b>REPORTING OFFICER</b>	Manager Financial Services - Paul Sheridan
<b>AUTHORISING OFFICER</b>	Acting Director, Finance and Corporate Services – Sarah Pierson
<b>NATURE OF DECISION</b>	Noting: The item is simply for information purposes and noting
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A List of Payments - December 2021 

**This item was considered by the Finance Committee at its meeting on 9/2/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

#### **COUNCIL DECISION**

**C2202/031**

Moved Councillor A Ryan, seconded Councillor P Cronin

**That the Council notes payment of voucher numbers M119051 – M119120, EF083913 – EF084495, T7581 – T7583, DD004694 – DD004726, as well as payroll payments, together totaling \$9,864,944.02**

**CARRIED 9/0**

**EN BLOC**

#### **OFFICER RECOMMENDATION**

That the Council notes payment of voucher numbers M119051 – M119120, EF083913 – EF084495, T7581 – T7583, DD004694 – DD004726, as well as payroll payments, together totaling \$9,864,944.02

#### **EXECUTIVE SUMMARY**

This report provides details of payments made from the City's bank accounts for the month of December 2021, for noting by the Council and recording in the Council Minutes.

#### **BACKGROUND**

The *Local Government (Financial Management) Regulations 1996* (the Regulations) requires that, when the Council has delegated authority to the Chief Executive Officer to make payments from the City's bank accounts, a list of payments made is prepared each month for presentation to, and noting by, the Council.

#### **OFFICER COMMENT**

In accordance with regular custom, the list of payments made for the month of December 2021 is presented for information.

**Statutory Environment**

Section 6.10 of the *Local Government Act 1995* and more specifically Regulation 13 of the Regulations refer to the requirement for a listing of payments made each month to be presented to the Council.

**Relevant Plans and Policies**

There are no relevant plans or policies to consider in relation to this matter.

**Financial Implications**

There are no financial implications associated with the officer recommendation.

**Stakeholder Consultation**

No external stakeholder consultation was required or undertaken in relation to this matter.

**Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

**Options**

Not applicable.

**CONCLUSION**

The list of payments made for the month of December 2021 is presented for information.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not applicable.



LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF DECEMBER 2021

CHEQUE PAYMENTS	CHEQUE # 119051 - 119120	51,079.47
ELECTRONIC TRANSFER PAYMENTS	EFTR3913 - EFT84495	7,847,614.76
TRUST ACCOUNT	TRUST ACCOUNT # 7581 - 7583	58,076.80
PAYROLL PAYMENTS	DL 12.21 - 31.12.21	1,774,518.45
INTERNAL PAYMENT VOUCHERS	DD004694 - DD004726	123,654.54
		<b>9,864,944.02</b>

DATE	REF #	NAME	CHEQUE PAYMENTS DECEMBER 2021	DESCRIPTION	AMOUNT \$
8/12/2021	119060	ALISON KINGSBURY	CROSSOVER SUBSIDY PAYMENT		310.20
23/12/2021	119115	ANDREW MACNISH	REIMBURSEMENT FCI FEE		30.00
9/12/2021	119094	ANTHONY JOHN GRAHAM FISHER	BIO-DIVERSITY RATE REBATE		974.47
8/12/2021	119059	BELINDA NICHOLLS	CROSSOVER SUBSIDY PAYMENT		210.30
8/12/2021	119072	BENGINEERING TRANSPORT EQUIPMENT P/L	REFUND OF RATE OVERPAYMENT		100.00
8/12/2021	119085	BENJAMIN COLBRAN	CROSSOVER SUBSIDY PAYMENT		310.20
23/12/2021	119119	BOND ADMINISTRATOR	AGED HOUSING BONDS		932.00
8/12/2021	119065	BRIAN MICHAEL CARROLL	CROSSOVER SUBSIDY PAYMENT		178.00
8/12/2021	119081	BUSSELTON PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT		90.40
8/12/2021	119061	C ZINNECKER & R PAYNE	CROSSOVER SUBSIDY PAYMENT		273.70
23/12/2021	119118	CALLONS CORNER NEWS	NEWSAGENCY / STATIONERY SUPPLIES		34.00
9/12/2021	119100	CAMERON AND CLARE KISSELL	BIO-DIVERSITY RATE REBATE		250.00
1/12/2021	119051	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
1/12/2021	119052	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
1/12/2021	119053	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
1/12/2021	119054	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
1/12/2021	119055	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
1/12/2021	119056	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
1/12/2021	119057	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
9/12/2021	119087	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
9/12/2021	119109	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
9/12/2021	119110	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
9/12/2021	119111	CANCELLED CHQ - PRINT ERROR	CANCELLED CHQ - PRINT ERROR		0.00
9/12/2021	119089	CHRISTINE BYATT	BIO-DIVERSITY RATE REBATE		413.30
8/12/2021	119063	CHRISTOPHER GRADISEN	CROSSOVER SUBSIDY PAYMENT		168.70
17/12/2021	119112	CITY OF BUSSELTON DEPOT - PETTY CASH	PETTY CASH RECOUP		93.20
9/12/2021	119097	COLIN AND MARINA HOLDEN-TROITSKY	BIO-DIVERSITY RATE REBATE		319.42
9/12/2021	119096	DAVID AND ELAINE GREENHILL	BIO-DIVERSITY RATE REBATE		765.07
23/12/2021	119116	DAVID SANDS	STAFF AND COUNCILLOR PAYMENTS		67.96
8/12/2021	119080	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION		327.00
17/12/2021	119114	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION		327.00
9/12/2021	119101	EVAN LITIS	BIO-DIVERSITY RATE REBATE		762.27
8/12/2021	119058	FRANCOIS & CHARLOTTE CONRADIE	CROSSOVER SUBSIDY PAYMENT		201.80
23/12/2021	119120	FRED ROSE EXCAVATOR HIRE	EARTHMOVING - WASTE FACILITY & ROADWORKS		21,175.00
17/12/2021	119113	GEOGRAPHE LEISURE CENTRE - PETTY CASH	PETTY CASH RECOUP		281.20
8/12/2021	119079	GEOGRAPHE LEISURE CENTRE - PETTY CASH	PETTY CASH REIMBURSEMENT		185.15
9/12/2021	119102	GRAHAM MCKELLAR	BIO-DIVERSITY RATE REBATE		885.15
8/12/2021	119082	GRANT MCKAY	REFUND OF ANIMAL TRAP BOND		102.00
8/12/2021	119073	IJ SHEEHAN & CA HOLLY	REFUND OF RATE OVERPAYMENT		750.00
9/12/2021	119106	JEFFREY AND JENNIFER D'CRUZ	BIO-DIVERSITY RATE REBATE		1,019.93
9/12/2021	119092	JESSICA R. MICHAEL CULLEN & PETERKIN	BIO-DIVERSITY RATE REBATE		1,301.90
9/12/2021	119095	JULIE AND DUNCAN GARDINER	BIO-DIVERSITY RATE REBATE		943.43
9/12/2021	119105	KAITLYN O'SHEA - BLIGH	BIO-DIVERSITY RATE REBATE		508.88
8/12/2021	119086	LEE-ANNE ATKINSON	RATE REFUNDS		778.66
9/12/2021	119091	MARY & EILEEN CRAIGIE & GREGORY	BIO-DIVERSITY RATE REBATE		1,500.00
9/12/2021	119090	MARY CRAIGIE	BIO-DIVERSITY RATE REBATE		542.41
9/12/2021	119104	MATTHEW NEAL	BIO-DIVERSITY RATE REBATE		483.92
8/12/2021	119067	MAUREEN MARGARET & BRIAN EDWARD SULLIVAN	CROSSOVER SUBSIDY PAYMENT		178.00
8/12/2021	119074	MAUREEN MARGARET & BRIAN EDWARD SULLIVAN	REFUND OF RATE OVERPAYMENT		750.00
8/12/2021	119069	NOELINE WHEATLEY	REFUND OF RATE OVERPAYMENT		749.00
8/12/2021	119076	NOELINE WHEATLEY	REFUND OF RATE OVERPAYMENT		802.88
9/12/2021	119088	PAUL BUCKINGHAM	BIO-DIVERSITY RATE REBATE		998.27
9/12/2021	119108	PETER AND JENNY STARK	BIO-DIVERSITY RATE REBATE		998.51
9/12/2021	119099	PETER JENNINGS	BIO-DIVERSITY RATE REBATE		1,461.67
8/12/2021	119066	PHILIP IRWIN BRIDGES	CROSSOVER SUBSIDY PAYMENT		273.70
8/12/2021	119070	ROBERT CHESTER	REFUND OF RATE OVERPAYMENT		747.78
8/12/2021	119077	ROBERT CHESTER	REFUND OF RATE OVERPAYMENT		794.00
8/12/2021	119083	ROBERT CHESTER	REFUND OF ANIMAL TRAP BOND		102.00
8/12/2021	119062	SHANELLE JOOSTE	CROSSOVER SUBSIDY PAYMENT		167.90
8/12/2021	119064	SOMER J PALANDRI	CROSSOVER SUBSIDY PAYMENT		310.20
8/12/2021	119071	STEPHEN & MELINDA MULHALL	REFUND OF RATE OVERPAYMENT		797.95
8/12/2021	119078	STEPHEN & MELINDA MULHALL	REFUND OF RATE OVERPAYMENT		802.88
8/12/2021	119084	STEPHEN & MELINDA MULHALL	CROSSOVER SUBSIDY PAYMENT		235.70
8/12/2021	119068	STUART SMITH	REFUND OF RATE OVERPAYMENT		44.97
8/12/2021	119075	STUART SMITH	REFUND OF RATE OVERPAYMENT		750.00
9/12/2021	119107	SUE SEAMAN	BIO-DIVERSITY RATE REBATE		565.00
9/12/2021	119093	TRAVIS & JAIMIE DRYSDALE	BIO-DIVERSITY RATE REBATE		362.92
9/12/2021	119098	VALERIE HOPKINS	BIO-DIVERSITY RATE REBATE		250.00
23/12/2021	119117	WATER CORPORATION	WATER SERVICES		550.00
9/12/2021	119103	WERNER MUELLER	BIO-DIVERSITY RATE REBATE		724.59
					<b>51,079.47</b>

DATE	REF #	NAME	EFT PAYMENTS DECEMBER 2021	DESCRIPTION	AMOUNT \$
23/12/2021	84384	360 ENVIRONMENTAL	ENVIRONMENTAL CONSULTING		4,488.00
16/12/2021	83988	A & Z HAMMARSTROM	ART SALES		14.00
8/12/2021	83952	A D COOTE & CO	SHEET METAL WORK - BARNARD PARK		44,673.20
16/12/2021	84150	A HEMBROFF T/AS AQUASTATIC	BOND REFUND		1,050.00
23/12/2021	84318	AI BOBKATS BUSSELTON	EARTHWORK SERVICES		31,498.50
24/12/2021	84463	AI BOBKATS BUSSELTON	EARTHWORK SERVICES		42,478.75
16/12/2021	84041	ABEC ENVIRONMENTAL CONSULTING PTY LTD	ENVIRONMENTAL CONSULTING		2,376.00
16/12/2021	84128	AC JP BANNISTER	CAREER WORKSHOPS		544.50
16/12/2021	83994	ACE ANTENNAS	ANTENNA INSTALLATION		165.00
16/12/2021	84034	ACTING UP	BOND REFUND		140.00
16/12/2021	84213	ACTIV FOUNDATION INC	MAINTENANCE SERVICES		11,301.68
16/12/2021	83987	ACURIX NETWORKS	INTERNET WIFI ACCESS		3,689.13
16/12/2021	84134	ADAM & NATASHA HUNT	BT/PT REFUND		225.00
8/12/2021	83931	ADAM DAVEY	TURF CONSULTANT		210.10
16/12/2021	84077	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS		425.39
16/12/2021	84058	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES		3,841.00
23/12/2021	84333	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES		10,852.05
16/12/2021	84095	AFRG EQUIPMENT	MACHINERY EQUIPMENT PARTS AND SERVICE		281.04
16/12/2021	84141	ALEXANDER & BETTY STEWART	BT/PT REFUND		60.00
16/12/2021	84036	ALINTA SALES PTY LTD	ELECTRICITY		70.95
16/12/2021	84255	ALLOY & STAINLESS PRODUCTS	PLANT PURCHASES / SERVICES / PARTS		898.70





LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF DECEMBER 2021

<b>CHEQUE PAYMENTS</b>		CHEQUE # 119051 - 119120	51,079.47
<b>ELECTRONIC TRANSFER PAYMENTS</b>		EF783913 - EF784495	7,847,614.76
<b>TRUST ACCOUNT</b>		TRUST ACCOUNT # 7581 - 7583	58,076.80
<b>PAYROLL PAYMENTS</b>		DL 12.21 - 31.12.21	1,774,518.45
<b>INTERNAL PAYMENT VOUCHERS</b>		DD004694 - DD004726	123,654.54
			<b>9,864,944.02</b>
8/12/2021	83929 ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	248.90
16/12/2021	84069 ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	246.00
23/12/2021	84339 ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	213.44
16/12/2021	84130 AMANDA PRYDE	REFUND DOGS REGISTRATION	51.65
23/12/2021	84381 ANNALISE HEARD	FACE PAINTING	180.00
16/12/2021	84090 ANNELISE SAFSTROM	DESIGN REVIEW ADVICE FOR PLANNING	1,000.00
16/12/2021	84184 ANTHONY ROBERTS TA CAR CARE (WA) BUSSELT	CAR DETAILING	332.00
16/12/2021	83980 ARBOR GUY	TREE MAINTENANCE SERVICES - CYCLEWAY, KALOORUP RD, McDONALD RD	54,540.26
23/12/2021	84281 ARBOR GUY	TREE MAINTENANCE SERVICES	9,738.25
16/12/2021	84189 ARROW BRONZE	MEMORIAL PLAQUES SUPPLIER	235.90
23/12/2021	84400 ARROW BRONZE	MEMORIAL PLAQUES SUPPLIER	720.40
23/12/2021	84328 ARTEZEN CAFE	CATERING	360.00
23/12/2021	84293 ARTISAN GROUP	PAVING SERVICES - ALFRESCO DUNSBOROUGH	19,800.00
16/12/2021	84239 ASB MARKETING PTY LTD	MARKETING SERVICES	446.33
16/12/2021	84147 ASTRID ROBERTSON	RATE REFUND	583.04
16/12/2021	83959 ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	245,217.00
30/12/2021	84489 ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	292,637.00
23/12/2021	84341 ATTURRA BUSINESS APPLICATIONS	SOFTWARE CONSULTANCY	901.35
16/12/2021	83974 AUSTRALASIAN CEMETERIES AND CREMATORIA A	CEMETERIES BOARD	429.00
16/12/2021	84207 AUSTRALIA POST	POSTAL SERVICE	2,612.72
23/12/2021	84362 AUSTRALIAN COMMUNITY MEDIA	ADVERTISING SERVICES	1,650.00
23/12/2021	84305 AUSTRALIAN PROGRESSIVE SUPPLIES	CHEMICAL SUPPLY	101.60
16/12/2021	83960 AUSTRALIAN SERVICES UNION	UNION FEES	25.90
30/12/2021	84490 AUSTRALIAN SERVICES UNION	UNION FEES	25.90
23/12/2021	84395 AUTO ONE TRADING PTY LTD	AUTOMOTIVE	4,581.06
16/12/2021	84007 AZILITY	IT SOFTWARE	3,561.80
16/12/2021	84302 AZTEC PAINTING & DECORATING	PAINTING SERVICES	13,092.50
16/12/2021	84218 B&B STREET SWEEPING	STREET SWEEPING SERVICE	9,276.14
23/12/2021	84421 B&B STREET SWEEPING	STREET SWEEPING SERVICE	9,868.96
16/12/2021	84119 BARBARA WEEKS	ART SALES	20.00
16/12/2021	84136 BARRY & CORAL MCCREA	BTTP REFUND	60.00
16/12/2021	84027 BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	6,159.02
23/12/2021	84314 BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	18,379.96
16/12/2021	84212 BAY SIGNS	SIGNAGE SERVICES	781.00
23/12/2021	84416 BAY SIGNS	SIGNAGE SERVICES	3,156.00
16/12/2021	84015 BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE - YALLINGUP EROSION WORKS	48,949.86
16/12/2021	84462 BCP CONTRACTORS PTY LTD	EARTHWORKS - FORESHORE EAST REDEVELOPMENT	467,485.46
16/12/2021	84016 BCP LIQUID WASTE	LIQUID WASTE SERVICES	12,698.76
23/12/2021	84304 BCP LIQUID WASTE	LIQUID WASTE SERVICES	327.00
8/12/2021	83936 BE INGRAM	CARPENTRY SERVICES	3,565.91
16/12/2021	84099 BE INGRAM	CARPENTRY SERVICES	900.00
16/12/2021	84272 BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	300.00
16/12/2021	84062 BELLROCK CLEANING SERVICES PTY LTD	CLEANING SERVICES	31,377.16
23/12/2021	84339 BELLROCK CLEANING SERVICES PTY LTD	CLEANING SERVICES	31,025.15
23/12/2021	84275 BELMAX FAMILY TRUST	PROTECTIVE CLOTHING SUPPLIER	603.25
8/12/2021	83940 BEN KING	SKATEPARK CONSULTATION	5,487.50
16/12/2021	84226 BENARA NURSERY	NURSERY SUPPLIES	538.34
23/12/2021	84294 BENGINEERING TRANSPORT EQUIPMENT PTY LTD	TRUCK REPAIRS	3,520.00
16/12/2021	84247 BG&F PTY LTD	CONSULTANCY SERVICES	13,551.12
23/12/2021	84446 BG&F PTY LTD	CONSULTANCY SERVICES	9,812.88
16/12/2021	84020 BIODI NUTRITION PTY LTD	ENERGY AND NUTRITION PRODUCTS	462.00
16/12/2021	84180 BING TECHNOLOGIES PTY LTD	MAILING SERVICES	2,323.25
23/12/2021	84378 BIO SOIL SOLUTIONS	LIQUID SOIL SOLUTIONS	605.00
23/12/2021	84370 BLUE CHILD COLLECTIVE PTY LTD	LIVE MUSIC	2,750.00
23/12/2021	84282 BLUE TANG (WA) PTY LTD	LANDSCAPE ARCHITECTURAL SERVICES	2,750.00
16/12/2021	84026 BLUESTEEL ENTERPRISES PTY LTD	EMERGENCY RESPONSE EQUIPMENT	1,196.25
23/12/2021	84383 BR COMO	SHORT TERM ACCOMMODATION	351.50
23/12/2021	84375 BRETT TITERTON ELECTRICAL AND AIR CONDI	ELECTRICAL SERVICES	165.00
16/12/2021	84129 BRIAN LUDREN	REFUND DOGS REGISTRATION	150.00
23/12/2021	84284 BRIAN MCCARROLL	STAFF AND COUNCILLOR PAYMENTS	91.09
16/12/2021	84139 BRIAN PIMM & GEN LYONS	BTTP REFUND	560.00
23/12/2021	84287 BRIDGESTONE	TYRE SERVICES	777.48
16/12/2021	84262 BROADWATER BRICK PAVING	PAVING SERVICES	594.00
16/12/2021	84245 BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	5,919.56
8/12/2021	83950 BSEWA	ELECTRICAL SERVICES	3,205.58
16/12/2021	84222 BSEWA	ELECTRICAL SERVICES	13,045.50
23/12/2021	84425 BSEWA	ELECTRICAL SERVICES	22,820.03
16/12/2021	84168 BUILDING SUPPLIES AND HIRE	BUILDING SUPPLIES	47.80
23/12/2021	84393 BUILDING SUPPLIES AND HIRE	BUILDING SUPPLIES	97.75
8/12/2021	83951 BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	275.61
16/12/2021	84223 BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	3,095.67
23/12/2021	84427 BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	654.01
23/12/2021	84324 BUSSELTON AGRICULTURAL SERVICES (WA) PTY	RURAL SUPPLIES	2,740.00
16/12/2021	84225 BUSSELTON BITUMEN SERVICE	EARTHMOVING SERVICES	5,445.00
23/12/2021	84428 BUSSELTON BITUMEN SERVICE	EARTHMOVING SERVICES	1,212.20
16/12/2021	84167 BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	241.37
23/12/2021	84394 BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	126.62
23/12/2021	84434 BUSSELTON CHAMBER OF COMMERCE AND INDUST	ECBW WORKSHOP	5,087.50
23/12/2021	84437 BUSSELTON COMMUNITY GARDEN	NURSERY SERVICES	5,364.00
16/12/2021	83969 BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	530.55
16/12/2021	84234 BUSSELTON JETTY INC.	CONSULTANCY SERVICES	1,929.42
16/12/2021	83964 BUSSELTON MARGARET RIVER CRICKET ASSOC	NCC REFUND	100.00
16/12/2021	84205 BUSSELTON MOTORS	VEHICLE PURCHASES / SERVICES / PARTS	575.00
16/12/2021	84214 BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	968.00
16/12/2021	84227 BUSSELTON REFRIGERATION & AIRCON	REFRIGERATION/AIR CONDITIONING SERVICES	1,727.00
23/12/2021	84315 BUSSELTON STOCKFEEDS & PET SUPPLIES	ANIMAL SUPPLIES	198.00
16/12/2021	84263 BUSSELTON TAXIS PTY LTD	TRANSPORTATION SERVICE	690.00
24/12/2021	84475 BUSSELTON VETERINARY HOSPITAL	VETERINARY SERVICES	126.90
16/12/2021	84190 BUSSELTON WATER	WATER SERVICES	706.54
16/12/2021	84267 CAPE DRYCLEANERS	LINEN CLEANING SERVICES	28.65
23/12/2021	84455 CAPE DRYCLEANERS	LINEN CLEANING SERVICES	47.50
23/12/2021	84320 CAPE NATURALISTE P&C CAFE	CATERING	137.50
23/12/2021	84326 CAPE SHADES PTY LTD	SHADE SAILS	8,057.55
16/12/2021	84261 CAPITAL FINANCE AUSTRALIA LTD	LEASING PAYMENTS	26,412.79
8/12/2021	83930 CARA HYDE	STAFF AND COUNCILLOR PAYMENTS	302.64
16/12/2021	84233 CARONO (WA) PTY LTD	CONSULTANCY SERVICES	4,950.00
16/12/2021	84115 CAROL MULHEARN	ART SALES	48.00

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		CHEQUE PAYMENTS	CHEQUE # 119051 - 119120		51,079.47
		ELECTRONIC TRANSFER PAYMENTS	EF783913 - EF784495		7,847,614.76
		TRUST ACCOUNT	TRUST ACCOUNT # 7581 - 7583		58,076.80
		PAYROLL PAYMENTS	01.12.21 - 31.12.21		1,774,518.45
		INTERNAL PAYMENT VOUCHERS	DD004694 - DD004726		133,654.54
					<b>9,864,944.02</b>
8/12/2021	83942	CASSIE ATTARD	BOND REFUND		1,000.00
16/12/2021	84135	CHANTELE MCNAMARA	BUTP REFUND		135.00
16/12/2021	84177	CHARLES JONES	SCHOOL MUSIC SHOW		650.00
16/12/2021	84122	CHEKRITE ASIA PACIFIC PTY LTD	SOFTWARE SYSTEM AND PROFESSIONAL SERVICES		548.90
23/12/2021	84379	CHEKRITE ASIA PACIFIC PTY LTD	SOFTWARE SYSTEM AND PROFESSIONAL SERVICES		548.90
23/12/2021	84353	CHOICECHEM	BITUMEN REMOVER		1,270.50
16/12/2021	84091	CHRISSEA DESIGNS	ART SALES		66.50
16/12/2021	84043	CHRISTINE SEATORY	ART SALES		136.50
16/12/2021	84231	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES		5,900.56
23/12/2021	84431	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES		1,947.14
16/12/2021	84251	CITY AND REGIONAL FUELS	FUEL SERVICES		4,968.06
16/12/2021	83962	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION		4,689.64
30/12/2021	84492	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION		4,590.64
16/12/2021	83957	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS		2,774.18
30/12/2021	84487	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS		2,812.18
16/12/2021	83958	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO		192.00
30/12/2021	84488	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO		192.00
16/12/2021	83964	CITY OF BUSSELTON SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT		210.00
30/12/2021	84494	CITY OF BUSSELTON SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT		214.00
16/12/2021	84038	CIVITEST PTY LTD SCOTTISH PACIFIC	SOIL COMPACTION TEST		2,308.03
23/12/2021	84403	CID EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS		778.18
16/12/2021	84160	CLAIRE KASTELAN	ART SALES		38.50
23/12/2021	84276	CLEVERPATCH	VACATION CARE SUPPLIES		203.93
23/12/2021	84359	CLINTON LONG PROJECT MANAGEMENT PTY LTD	HERITAGE RESTORATION SPECIALIST - OLD BUTTER FACTORY		19,789.83
16/12/2021	84056	COATES CIVIL CONSULTING P/L	CIVIL ENGINEERING CONSULTING SERVICES		12,078.00
16/12/2021	84246	COCA-COLA AMATIL	GLC KIOSK PURCHASES		1,509.58
8/12/2021	83918	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS		563.96
16/12/2021	84019	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS		400.70
23/12/2021	84306	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS		558.41
24/12/2021	84461	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS		617.89
16/12/2021	84113	COMBINED SAFETY SOLUTIONS	SAFETY EQUIPMENT		716.76
16/12/2021	84191	COMMERCIAL CLEANING EQUIPMENT	CLEANING EQUIPMENT SUPPLIER		8,250.00
16/12/2021	84067	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER		47,836.30
23/12/2021	84337	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER		1,731.30
16/12/2021	84059	CONGSDON GROUP	MARKETING		1,560.24
23/12/2021	84307	CONNAULT	PUBLIC ART & CONSULTING SERVICES		275.00
23/12/2021	84350	CONNECTIVA PTY LTD	INFORMATION TECHNOLOGY		1,056.00
16/12/2021	84126	CONSTRUCTION SCIENCES PRY LTD	MATERIALS TESTING		3,381.84
23/12/2021	84376	CONSULT DIRECT	CLEANING EQUIPMENT AND SERVICES		914.71
23/12/2021	84327	CORSIGN WA PTY LTD	SINGAGE AND TRAFFIC ACCESSORIES		2,756.60
8/12/2021	83944	CR JODIE RICHARDS	COUNCILLOR PAYMENT		2,891.34
8/12/2021	83946	CR MIKAYLA LOVE	COUNCILLOR PAYMENT		2,891.34
8/12/2021	83921	CR ROSS PHAINE	COUNCILLOR PAYMENT		2,891.34
8/12/2021	83922	CR P CARTER	COUNCILLOR PAYMENT		4,735.56
8/12/2021	83935	CR SUSAN RICCELLI	COUNCILLOR PAYMENT		2,891.34
8/12/2021	83928	CRAIG BAXTER	STAFF AND COUNCILLOR PAYMENTS		88.73
16/12/2021	83996	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES		35,732.50
23/12/2021	84296	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES		2,045.12
24/12/2021	84485	CREATIVE HEART HEALING	ART WORKSHOP		3,806.00
16/12/2021	84244	CROSS SECURITY SERVICES	SECURITY SERVICES		2,514.60
23/12/2021	84443	CROSS SECURITY SERVICES	SECURITY SERVICES		568.27
8/12/2021	83925	CROWN MELBOURNE	ACCOMMODATION		588.60
16/12/2021	84085	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS		5,295.45
16/12/2021	83963	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS		737.16
30/12/2021	84493	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS		737.16
16/12/2021	84072	CURLY'S REMOVALS	FURNITURE TRANSPORT		80.00
23/12/2021	84401	D AGOSTINO + LUFF PTY LTD	ARCHITECTURAL SERVICES		1,980.00
16/12/2021	84017	D MCKENZIE T/A UTORIA ECOSERVICES	CONSULTANCY SERVICES		462.00
16/12/2021	84124	DANIEL PRITCHLEY	DRAFTING SERVICES		8,277.50
16/12/2021	83968	DANIEL & MARTHA ABRAHAMSE	STAFF AND COUNCILLOR PAYMENTS		250.00
16/12/2021	84229	DAVID MIDWATERS ELECTRICAL	MAINTENANCE SERVICES		9,690.24
23/12/2021	84430	DAVID MIDWATERS ELECTRICAL	MAINTENANCE SERVICES		3,275.99
16/12/2021	84152	DAVID SLATER	BOND REFUND		102.00
23/12/2021	84390	DAVRIC AUSTRALIA PTY LTD	PROMOTIONAL PRODUCTS		124.30
16/12/2021	83984	DENISE SANBROOK	ART SALES		8.40
16/12/2021	84140	DENNIS OVENDEN	BUTP REFUND		220.00
16/12/2021	84220	DEPARTMENT OF FIRE AND EMERGENCY SERVICE	FIRE AND EMERGENCY SERVICES		27,928.08
23/12/2021	84423	DEPARTMENT OF FIRE AND EMERGENCY SERVICE	FIRE AND EMERGENCY SERVICES		811,200.23
16/12/2021	83971	DEPARTMENT OF PLANNING, LANDS AND HERITA	DEVELOPMENT ASSESSMENT PANEL PAYMENT		5,701.00
23/12/2021	84445	DEPARTMENT OF PREMIER & CABINET	ADVERTISING SERVICES		93.60
23/12/2021	84274	DEPARTMENT OF PREMIER & CABINET	LEGAL PUBLICATIONS		316.80
16/12/2021	84217	DEPARTMENT OF PRIMARY INDUSTRIES AND REG	GRANT RETURN		110,000.00
8/12/2021	83924	DEPARTMENT OF WATER AND ENVIRONMENT REGU	ENVIRONMENTAL SERVICES		1,624.00
8/12/2021	83923	DEPT OF AGRICULTURE, WATER AND THE ENVIR	ENVIRONMENTAL REFERRAL		9,402.00
16/12/2021	84032	DEPT OF AGRICULTURE, WATER AND THE ENVIR	ENVIRONMENTAL REFERRAL		3,548.00
24/12/2021	84472	DEVLYN CONSTRUCTIONS PTY LTD	CONSTRUCTION SERVICES - BUSSELTON SENIOR CITIZEN CTR		70,878.70
16/12/2021	84148	DH SNYDER & LI DREW	RATE REFUND		548.19
16/12/2021	84176	DIABETES WA	BOND REFUND		33.60
16/12/2021	84125	DONALD CANT WATTS CORKE (WA) PTY LTS	CONSULTANCY SERVICES		3,300.00
16/12/2021	84060	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS		2,333.45
16/12/2021	84039	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE		9,180.38
23/12/2021	84373	DOWN SOUTH SCAFFOLDING PTY LTD	SCAFFOLDING SUPPLY & INSTALLATION SERVICE		6,682.50
16/12/2021	84049	DUNS & DIST. WATER CARTAGE	WATER CARTAGE SERVICES		260.00
16/12/2021	84009	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES		286.00
23/12/2021	84300	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES		347.15
23/12/2021	84323	DUTCH IMPORTS PTY LTD	CATERING		910.00
16/12/2021	84012	DYMOCKS BUSSELTON	LIBRARY RESOURCES		1,000.25
8/12/2021	83939	E & P CRONIN	COUNCILLOR PAYMENTS		2,891.34
16/12/2021	84028	ECHO FIELD PTY LTD	BUSH FIRE INSPECTION WORKS/WEED CONTROL		6,216.30
16/12/2021	84238	ECONOMIC DEVELOPMENT AUSTRALIA	MEMBERSHIP / TRAINING SERVICES		495.00
23/12/2021	84439	EDUCATIONAL ART SUPPLIES	ART EQUIPMENT SUPPLIES		91.25
16/12/2021	84074	EIS CONTROL PTY LTD	ELECTRICAL SERVICES		248.60
23/12/2021	84342	EIS CONTROL PTY LTD	ELECTRICAL SERVICES		467.50
8/12/2021	83937	EJ & KM COX	COUNCILLOR PAYMENTS		2,891.34
16/12/2021	84047	ELAMOORE NATURAL SOAPS & COSMETICS PTY L	ART SALES		18.20
24/12/2021	84473	ELEMENT ADVISORY PTY LTD	HERITAGE ADVICORY SERVICES		635.25
16/12/2021	83983	ELIZABETH ROYCE	ART SALES		42.00



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CHEQUE PAYMENTS		CHEQUE # 119051 - 119120	51,079.47	
ELECTRONIC TRANSFER PAYMENTS		EF783913 - EF784495	7,847,614.76	
TRUST ACCOUNT		TRUST ACCOUNT # 7581 - 7583	58,076.80	
PAYROLL PAYMENTS		01.12.21 - 31.12.21	1,774,518.45	
INTERNAL PAYMENT VOUCHERS		DD004694 - DD004726	133,654.54	
			9,864,944.02	
23/12/2021	84273	ELLIOTTS FILTRATION	IRRIGATION & FILTRATION SERVICES	1,705.00
16/12/2021	84158	ELZA FOUCHE ARTIST	ART SALES	22.40
16/12/2021	83992	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	717.26
16/12/2021	84076	ESPLANADE HOTEL	ACCOMMODATION	785.00
16/12/2021	84004	EVERGREEN HOLDINGS PTY LTD	INDUSTRIAL SUPPLIES	162.60
16/12/2021	84114	FAIRTEL PTY LTD	TELECOMMUNICATION SERVICES	159.10
23/12/2021	84372	FANNY AND THIBAUT LIDOW	COFFEE WORKSHOPS AND CATERING	1,320.00
23/12/2021	84345	FASSOM PTY LTD	STATIONERY AND OFFICE SUPPLIES	28.90
23/12/2021	84366	FE TECHNOLOGIES PTY LTD	RFID EQUIPMENT	9,264.20
16/12/2021	84013	FOUNDER ENTERPRISES PTY LTD T/AS FORTUS	EARTHMOVING PARTS	882.35
16/12/2021	84071	FRASER SUITES PERTH	ACCOMMODATION	626.00
16/12/2021	84057	FRESH AS	REFRESHMENTS	335.90
23/12/2021	84332	FRESH AS	REFRESHMENTS	87.50
23/12/2021	84279	FULTON HOGAN INDUSTRIES PTY LTD	MAINTENANCE SERVICES	7,493.86
16/12/2021	84050	FVFE PTY LTD	CONTAMINATED LAND AUDITOR SERVICES	484.00
23/12/2021	84291	G & A LOMBARDI PTY LTD	TRAILER SALES AND SERVICE	776.71
16/12/2021	84204	GALVINS PLUMBING PLUS	PLUMBING SUPPLIES	135.17
16/12/2021	84051	GEOBOX PTY LTD	VEHICLE CAMERAS	264.00
23/12/2021	84329	GEOBOX PTY LTD	VEHICLE CAMERAS	118.80
16/12/2021	84169	GEOGRAPHE BAY BREWING CO.	FOOD AND BEVERAGE	764.50
23/12/2021	84409	GEOGRAPHE PETROLEUM	FUEL SERVICES	16,994.83
24/12/2021	84474	GEOGRAPHE PETROLEUM	FUEL SERVICES	6,066.13
16/12/2021	84248	GEOGRAPHE PRIMARY SCHOOL	DONATION	100.00
16/12/2021	84249	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	1,898.00
16/12/2021	84097	GEOSPREAD	GREEN WASTE MULCHING	68,105.40
16/12/2021	84181	GI INVESTIGATIONS	ASSESSMENT OF BEHAVIOURAL COMPLAINT	350.00
23/12/2021	84433	GLOBE AUSTRALIA PTY LTD	SIGNAGE SERVICES	6,534.00
16/12/2021	84146	GM & KL GRICE	RATE REFUND	802.18
16/12/2021	84002	GRACE RECORDS MANAGEMENT (AUSTRALIA) PTY	STORAGE SERVICES	103.95
8/12/2021	83913	GRANT HENLEY	COUNCILLOR PAYMENT	11,570.05
16/12/2021	84178	GRAVITY DISCOVERY CENTRE	ASTRONOMY /STARGAZING	525.00
16/12/2021	83982	GREG JAMES SCULPTURE STUDIO	DESIGN CONCEPT	2,420.00
8/12/2021	83955	GRIFFIN VALUATION ADVISORY	PROPERTY ASSET VALUATIONS	28,270.00
16/12/2021	84266	GRIFFIN VALUATION ADVISORY	PROPERTY ASSET VALUATIONS	12,738.00
16/12/2021	84197	HANSON CONSTRUCTION MATERIALS PTY LTD	CONCRETE SERVICES	338.90
16/12/2021	84116	HAPPS POTTERY	ART SALES	22.40
16/12/2021	84179	HARVEY NORMAN BUSSELTION	ELECTRICAL APPLIANCE SERVICES	198.00
23/12/2021	84360	HAULMORE TRAILER SALES PTY LTD	TRAILER SALES AND REPAIRS	537.35
24/12/2021	84482	HEALTHSCOPE MEDICAL CENTRES	MEDICAL SERVICES	25.00
16/12/2021	84063	HELEN READING	ART SALES	2.80
16/12/2021	84084	HFX LIMITED CLIENT SECURITY TRUST ACC	ELECTRONIC VISITOR MANAGEMENT SYSTEM	70.00
16/12/2021	84268	HP POCKET WORKWEAR	UNIFORMS & PROTECTIVE CLOTHING	134.96
23/12/2021	84458	HP POCKET WORKWEAR	UNIFORMS & PROTECTIVE CLOTHING	199.85
16/12/2021	84109	HOLCIM	CONCRETE SERVICES	5,373.04
23/12/2021	84407	HOLCIM	CONCRETE SERVICES	1,073.60
16/12/2021	84123	HOWSON MANAGEMENT	ENGINEERING PROJECT MANAGEMENT	3,553.00
23/12/2021	84381	HOWSON MANAGEMENT	ENGINEERING PROJECT MANAGEMENT	4,598.00
16/12/2021	84144	I & J WILMOT	BT/TP REFUND	60.00
23/12/2021	84349	ILLION AUSTRALIA PTY LTD	TENDER ADVERTISING AND MANAGEMENT	287.25
16/12/2021	84103	IN SIGHT PHOTOGRAPHY	PHOTOGRAPHY SERVICES	650.00
23/12/2021	84322	INNERSPACE COMMERCIAL INTERIORS	OFFICE FURNITURE - R & S SIT/STAND DESKS	22,620.40
16/12/2021	84109	INSTANT PRODUCTS HIRE	PUBLIC ABUCTIONS HIRE AND SALES	2,642.92
16/12/2021	84070	INTERFIRE AGENCIES PTY LTD	FIRE, SAFETY, EMERGENCY EQUIPMENT	1,390.48
23/12/2021	84302	INVASIVE SPECIES PTY LTD	FOX BAITING	3,093.20
16/12/2021	84173	IPEC PTY LTD	COURIER SERVICES	54.94
23/12/2021	84396	IPEC PTY LTD	COURIER SERVICES	124.26
16/12/2021	84230	IPWEA-WA	TRAINING SERVICES	638.00
16/12/2021	84096	IW PROJECTS PTY LTD	WASTE MANAGEMENT CONSULTANTS	4,818.25
16/12/2021	84094	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	1,383.53
23/12/2021	84363	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	190.69
23/12/2021	84301	JASON AND JODI MOFFETT	STAFF AND COUNCILLOR PAYMENTS	113.31
23/12/2021	84453	JD & JE CORKER	STAFF AND COUNCILLOR PAYMENTS	162.99
16/12/2021	84066	JDM EARTHWORKS	PLANT FOR CELL AT DUNSBOROUGH WASTE	58,582.15
16/12/2021	84046	JENNIFER BROWN	ART SALES	18.40
16/12/2021	84143	JENNIFER HOES	BT/TP REFUND	172.00
16/12/2021	84093	JESAW SIGNS & PRINT	SIGNAGE SERVICES	411.00
23/12/2021	84361	JESAW SIGNS & PRINT	SIGNAGE SERVICES	110.00
16/12/2021	84014	JIMS FIRST	HARDWARE SUPPLIES	737.86
23/12/2021	84303	JIMS FIRST	HARDWARE SUPPLIES	42.21
8/12/2021	83947	JOHN AND ABBE REID	STAFF AND COUNCILLOR PAYMENTS	24.00
16/12/2021	84186	JOHN AND ABBE REID	STAFF AND COUNCILLOR PAYMENTS	96.00
16/12/2021	83998	JOHNNY B BISCUIT	ENTERTAINMENT	300.00
16/12/2021	84162	JOMAR WA PTY LTD	BRIDGE MAINTENANCE SERVICES - TUART DR	64,201.50
16/12/2021	84089	JULIE GUTHRIE	ART SALES	81.90
8/12/2021	83917	JUSTIN SMITH	STAFF AND COUNCILLOR PAYMENTS	67.41
16/12/2021	84187	K&C DAVIES FAMILY TRUST	LIBRARY RESOURCES	57.80
16/12/2021	84110	KARL D CLIVELY	IRRIGATION AND PROJECT MANAGEMENT	770.00
16/12/2021	84040	KATHERINE M GARNETT	WELLNESS PROGRAM	1,225.00
16/12/2021	84117	KAY MANOLAS	ART SALES	28.00
16/12/2021	84087	KELLY MCGORLUCK	WATER CHARGES REIMBURSEMENT	473.75
16/12/2021	84138	KEN & PATRICIA AUSTIN	BT/TP REFUND	60.00
16/12/2021	84188	KI TRAINING AND ASSESSING	TRAINING AND ASSESSING	1,400.00
16/12/2021	84053	KIM BUTTFIELD	SPORT AND RECREATION CONSULTANCY	6,116.00
16/12/2021	84055	KITCHEN TAKEOVERS	CATERING	170.00
23/12/2021	84331	KITCHEN TAKEOVERS	CATERING	862.00
23/12/2021	84343	KMART BUSSELTION	RETAIL HOME WARES	118.00
23/12/2021	84357	KOMATSU AUSTRALIA	VEHICLE PURCHASE AND PARTS	107.95
23/12/2021	84319	KRISTOPHER N DAVIS	STAFF AND COUNCILLOR PAYMENTS	95.00
16/12/2021	84203	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	2,520.52
16/12/2021	84196	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	163.20
23/12/2021	84406	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	81.60
16/12/2021	83985	LANDSAVE ORGANICS	LANDSCAPING SERVICE	14,146.00
16/12/2021	84165	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	2,905.62
8/12/2021	83954	LD TOTAL	LANDSCAPING SERVICES - PLAYGROUND UPGRADE	157,902.25
16/12/2021	84252	LD TOTAL	LANDSCAPING - PLAYGROUND UPGRADES	477,426.09
23/12/2021	84450	LD TOTAL	LANDSCAPING SERVICES	15,199.10
16/12/2021	84259	LE & OG ISBEL	ART SALES	124.00



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		CHEQUE PAYMENTS	CHEQUE # 119051 - 119120	51,079.47
		ELECTRONIC TRANSFER PAYMENTS	EF783913 - EF784495	7,847,614.76
		TRUST ACCOUNT	TRUST ACCOUNT # 7581 - 7583	58,076.80
		PAYROLL PAYMENTS	01.12.21 - 31.12.21	1,774,518.45
		INTERNAL PAYMENT VOUCHERS	DD004694 - DD004726	133,654.54
				9,864,944.02
8/12/2021	83915	LEEWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES - WILDWOOD RD	346,249.53
23/12/2021	84277	LEEWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES - WILDWOOD RD	945,451.27
23/12/2021	84447	LEEWIN TRANSPORT	COURIER SERVICES	992.94
8/12/2021	83948	LIAM JACKSON	EQUIPMENT HIRE	7,282.50
16/12/2021	84168	LIAM JACKSON	EQUIPMENT HIRE	3,942.50
24/12/2021	84480	LINCOLN HIGGINS	WELDING SERVICES	126.50
16/12/2021	84155	LINDA FARDOE	ART AWARD REFUND	45.00
16/12/2021	84163	LISA STEVENS	ART CLASSES	360.00
23/12/2021	84391	LISA STEVENS	ART CLASSES	390.00
23/12/2021	84310	LOTEX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	326.77
16/12/2021	84260	MAIA FINANCIAL	LEASING PAYMENTS	116,072.40
16/12/2021	84209	MAJOR MOTORS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	209.55
23/12/2021	84415	MAJOR MOTORS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	1,062.75
16/12/2021	84194	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES	1,872.00
23/12/2021	84404	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES	1,991.00
16/12/2021	84108	MALCOLM ROBERTS	ART SALES	84.00
16/12/2021	84120	MANAGED SYSTEM SERVICES	CYBER AWARENESS SOFTWARE	921.03
16/12/2021	84257	MARAGLAD HOLDINGS PTY LTD	FIRE CONTROL SERVICES	20,735.00
23/12/2021	84452	MARAGLAD HOLDINGS PTY LTD	FIRE CONTROL SERVICES	8,360.00
16/12/2021	84161	MARGARET GEARY	ART SALES	14.00
16/12/2021	84021	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	ADVERTISING SERVICES	5,157.60
16/12/2021	84001	MARGARET RIVER FENCING	MAINTENANCE SERVICES	2,640.00
23/12/2021	84298	MARGARET RIVER FENCING	MAINTENANCE SERVICES	1,914.00
16/12/2021	84022	MARKETFORCE PTY LTD	ADVERTISING SERVICES	1,025.67
23/12/2021	84380	MATT RILEY STUDIO	VIDEO EDITING AND CREATIONS	350.00
16/12/2021	84149	MC & ESO WOOLDRIDGE	RATE REFUND	327.96
24/12/2021	84484	MCGREGOR WJ & J	MANAGEMENT BUSSELTON JETTY TOURIST PARK	44,333.55
16/12/2021	83989	MCCLEOD BARRISTERS & SOLICITORS	LEGAL SERVICES	2,931.70
23/12/2021	84293	MCCLEOD BARRISTERS & SOLICITORS	LEGAL SERVICES	8,775.80
23/12/2021	84365	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	511.72
23/12/2021	84402	ME RAINY T/AS PK COURIERS	COURIER SERVICES	356.40
16/12/2021	84092	MECHANICAL PROJECT SERVICES	AIRCONDITIONING & REFRIGERATION SERVICES	929.60
16/12/2021	83975	MEDELECT	DEFIBRILLATOR MAINTENANCE	456.50
8/12/2021	83941	MELINDA LOPRESTI	BOND REFUND	1,000.00
16/12/2021	84153	MELINDA MEES	BOND REFUND	102.00
23/12/2021	84278	MICHELLE SHERWOOD	STAFF AND COUNCILLOR PAYMENTS	60.00
16/12/2021	84264	MIB INDUSTRIES	DRAINAGE SUPPLIES	2,295.74
23/12/2021	84440	MODERN TEACHING AIDS PTY LTD	LIBRARY RESOURCES	424.50
16/12/2021	84111	MUIRS	VEHICLE MAINTENANCE	1,944.67
23/12/2021	84374	MUIRS	VEHICLE MAINTENANCE	667.49
23/12/2021	84451	MUSEUM SHOPS ASSOCIATION OF AUSTRALIA	MEMBERSHIP	88.00
16/12/2021	84005	NALDA HOSKINS DESIGN	ART SALES	199.20
24/12/2021	84066	NATALIE WHITLEY	STAFF AND COUNCILLOR PAYMENTS	2,000.00
16/12/2021	84133	NATASHA HARRIS	REFUND DOG REGISTRATION	150.00
16/12/2021	84183	NATIONAL TAX AND ACCOUNTANTS ASSOCIATION	SUBSCRIPTION	330.00
16/12/2021	84106	NATURAL EDGE FRAMING & PHOTOGRAPHY	ART SALES	78.40
8/12/2021	83919	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	1,100.00
16/12/2021	84024	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	275.00
24/12/2021	84463	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	550.00
16/12/2021	84075	NATURALISTE TURF	TURF MAINTENANCE SERVICES	42,468.19
23/12/2021	84344	NATURALISTE TURF	TURF MAINTENANCE SERVICES	14,876.68
16/12/2021	84269	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILI	222.25
23/12/2021	84457	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILI	261.25
16/12/2021	84080	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	9,277.98
23/12/2021	84351	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	2,528.90
23/12/2021	84392	NEWTOWN CHINESE RESTURANT	CATERING SERVICES	1,020.00
16/12/2021	84195	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	1,233.08
23/12/2021	84405	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	36.32
23/12/2021	84348	NIGHTLIFE MUSIC PTY LTD	MUSIC AND VIDEO SUBSCRIPTION SERVICES	413.92
23/12/2021	84283	N. & KE SEARLE	STAFF AND COUNCILLOR PAYMENTS	90.00
16/12/2021	84156	NORM WILSON	SUNDRY PAYMENTS	90.00
8/12/2021	83920	OCEAN AIR CARPET CARE	CLEANING SERVICES	39,245.80
16/12/2021	84025	OCEAN AIR CARPET CARE	CLEANING SERVICES	3,173.50
23/12/2021	84312	OCEAN AIR CARPET CARE	CLEANING SERVICES	36,143.80
24/12/2021	84464	OCEAN AIR CARPET CARE	CLEANING SERVICES	52,954.00
8/12/2021	83938	OCR HOLDINGS PTY LTD	LIQUID WASTE REMOVAL	7,603.86
16/12/2021	84109	OCR HOLDINGS PTY LTD	LIQUID WASTE REMOVAL	3,314.08
23/12/2021	84367	OCR HOLDINGS PTY LTD	LIQUID WASTE REMOVAL	7,494.30
16/12/2021	84159	ODILE M M BELL	ART SALES	130.90
16/12/2021	84104	OFFICE OF THE AUDITOR GENERAL	AUDITING SERVICES	1,100.00
23/12/2021	84368	OFFICE OF THE AUDITOR GENERAL	AUDITING SERVICES	2,200.00
8/12/2021	83926	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	608.93
23/12/2021	84334	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	155.47
24/12/2021	84467	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	31.92
23/12/2021	84309	OLDSWEN FAMILY TRUST	CATERING	425.00
16/12/2021	84137	OLIVER & PENNY GOODING	BUTIF REFUND	60.00
16/12/2021	83997	ONSHORE ENVIRONMENT CONSULTANTS PTY LTD	VEGETATION ASSESSMENT	13,068.00
16/12/2021	84061	OPRA AUSTRALIA PTY LTD	PSYCHOMETRIC ASSESSMENT SERVICES	726.00
16/12/2021	84008	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	3,067.20
23/12/2021	84399	ORANGE EVERYDAY	ENTERTAINMENT	200.00
16/12/2021	84242	OUR LADY OF THE CAPE PRIMARY SCHOOL	DONATION	100.00
16/12/2021	84145	P NESHODA & S RESIN	BUTIF REFUND	331.00
16/12/2021	84078	PAJEZ ART & DESIGN	ART SALES	35.00
16/12/2021	84003	PANCAKE DESIGNS RESIN	ART SALES	84.00
23/12/2021	84289	PE & DA TAYLOR	STAFF AND COUNCILLOR PAYMENTS	800.00
16/12/2021	84202	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	1,283.34
23/12/2021	84285	PENNY CROWLEY	STAFF AND COUNCILLOR PAYMENTS	60.23
8/12/2021	83916	PERTH ENERGY PTY LTD	ELECTRICITY SUPPLIER	45,605.63
16/12/2021	84270	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	962.55
24/12/2021	84481	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	134.25
16/12/2021	83970	PHIL HOLLETT PHOTOGRAPHY	ART SALES	13.65
16/12/2021	83979	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	223.30
23/12/2021	84280	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	354.20
16/12/2021	84172	PICKLEBALL WEST	GAMING INSTRUCTIONS	300.00
16/12/2021	84054	PLAN E	LANDSCAPE ARCHITECTURE	1,267.20
16/12/2021	84254	PLANNING INSTITUTE OF AUSTRALIA INC	TRAINING SERVICES	315.00
8/12/2021	83932	POLYFUSE PTY LTD	HDPE SUPPLY AND INSTALLATION - DUNSBOROUGH WATER	259,501.41



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	CHEQUE PAYMENTS	CHEQUE # 119051 - 119120	51,079.47	
	ELECTRONIC TRANSFER PAYMENTS	EF783913 - EF784495	7,847,614.76	
	TRUST ACCOUNT	TRUST ACCOUNT # 7581 - 7583	58,076.80	
	PAYROLL PAYMENTS	01.12.21 - 31.12.21	1,774,518.45	
	INTERNAL PAYMENT VOUCHERS	DD004694 - DD004726	133,654.54	
			9,864,944.02	
24/12/2021	84483	POLYFUSE PTY LTD	HDPE SUPPLY AND INSTALLATION - DUNSBOROUGH WATER	31,787.47
16/12/2021	84081	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	338.15
23/12/2021	84352	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	159.50
16/12/2021	84208	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	1,350.85
23/12/2021	84414	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	4,836.51
24/12/2021	84477	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	1,843.56
16/12/2021	84105	PROFESSIONAL CABLING SERVICES	CABLING SERVICES	4,246.00
23/12/2021	84369	PROFESSIONAL CABLING SERVICES	CABLING SERVICES	4,774.00
16/12/2021	84206	PRO-LINE KERBING	KERBING SERVICES	693.00
16/12/2021	84030	PVR INDUSTRIAL PTY LTD	INDUSTRIAL PUMP REPAIRS	10,834.58
23/12/2021	84316	PVR INDUSTRIAL PTY LTD	INDUSTRIAL PUMP REPAIRS	1,402.50
16/12/2021	84265	QK TECHNOLOGIES PTY LTD	MEMBERSHIP	306.90
23/12/2021	84371	QUALITY TOOLS PTY LTD	WORKSHOP TOOLS AND EQUIPMENT	869.00
16/12/2021	84010	QUALITYPRESS	PRINTING SERVICES	1,668.15
16/12/2021	83973	R & A DEWSON	STAFF AND COUNCILLOR PAYMENTS	54.97
23/12/2021	84398	REBECCA CUNNINGHAM	EVENT FURNITURE HIRE	100.00
23/12/2021	84321	REDFISH TECHNOLOGIES PTY LTD	AUDIO VIDEO CONSULTING	1,072.50
16/12/2021	84211	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	546.82
16/12/2021	84182	RESOURCES 2000 PTY LTD	FAIRVIEW ART COLLECTION BOOK	35.20
16/12/2021	84240	RICON BUSINESS CENTRE	OFFICE EQUIPMENT SERVICES - PHOTOCOPIING	346.94
23/12/2021	84442	RICON BUSINESS CENTRE	OFFICE EQUIPMENT SERVICES - PHOTOCOPIING	859.00
16/12/2021	84256	RMS (AUST)P/L	SOFTWARE SERVICES	274.73
16/12/2021	84037	ROBERT'S TILT TRAY & HIAB SERVICE	FREIGHT	990.00
23/12/2021	84412	RODS AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	264.42
23/12/2021	84335	ROYAL LIFE SAVING SOCIETY - AUSTRALIA	WATER SAFETY GUIDELINES	99.00
23/12/2021	84354	RUSKAS PTY LTD	CLEANING SERVICES	295.00
16/12/2021	84042	RUTH BROOKS	ART SALES	16.00
16/12/2021	84118	S & S WALKER	ART SALES	22.40
16/12/2021	84250	SAFE & SURE SECURITY PTY LTD	SECURITY SERVICES - ALARM OCCURANCE	2,717.00
23/12/2021	84448	SAFE & SURE SECURITY PTY LTD	SECURITY SERVICES - ALARM OCCURANCE	286.00
16/12/2021	84175	SALT LAKE DESIGNS	ART SALES	203.50
23/12/2021	84386	SARAH BARCLAY	REFUND DOG REGISTRATION	30.00
16/12/2021	84142	SARAH DE SAVILLE	BUTP REFUND	145.00
16/12/2021	83967	SARAH PIERSON	STAFF AND COUNCILLOR PAYMENTS	75.29
16/12/2021	83993	SCOPE BUSINESS IMAGING	ELECTRONIC EQUIPMENT	110.00
23/12/2021	84295	SCOPE BUSINESS IMAGING	ELECTRONIC EQUIPMENT	423.60
16/12/2021	84083	SCOTTISH PACIFIC BUSINESS FINANCE - CB TR	TRAFFIC MANAGEMENT SERVICES	7,477.68
23/12/2021	84356	SCOTTISH PACIFIC BUSINESS FINANCE - CB TR	TRAFFIC MANAGEMENT SERVICES	8,401.39
24/12/2021	84469	SCOTTISH PACIFIC BUSINESS FINANCE - CB TR	TRAFFIC MANAGEMENT SERVICES	935.28
16/12/2021	84132	SEAN DE SOUZA	REFUND DOG REGISTRATION	51.65
16/12/2021	84164	SHAHNAZ ALIZADEH	ART SALES	45.50
16/12/2021	84258	SHARON WILLIAMS	ART SALES	136.72
16/12/2021	84154	SHELLEY GUY	BOND REFUND	300.00
23/12/2021	84387	SHELLEY CUMMINGS	REFUND DOG REGISTRATION	160.00
16/12/2021	83981	SHOREWATER MARINE PTY LTD	MARINE ASSET MAINTENANCE	43,177.92
23/12/2021	84364	SIESTA TIME WA PTY LTD TRADING AS CAPE C	REFRESHMENTS	3,772.13
24/12/2021	84470	SIESTA TIME WA PTY LTD TRADING AS CAPE C	REFRESHMENTS	261.59
23/12/2021	84346	SIMPLY HEADSETS	HEADSETS	2,487.00
16/12/2021	84112	SIRSIDYNX PTY LTD	SOFTWARE SUPPLY AND HOSTING	30,293.85
16/12/2021	84101	SKIDATA AUSTRALASIA PTY LTD	CARPARK EQUIPMENT	1,131.68
16/12/2021	83956	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	16,068.67
30/12/2021	84486	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	16,728.67
16/12/2021	84235	SOILS AINT SOILS	NURSERY SUPPLIES	327.75
23/12/2021	84436	SOILS AINT SOILS	NURSERY SUPPLIES	218.50
16/12/2021	84044	SOUTH WEST COACH LINES	BUS HIRE SERVICE	760.00
23/12/2021	84454	SOUTH WEST COUNSELLING	COUNSELLING SERVICES	2,635.00
23/12/2021	84408	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	4,126.10
16/12/2021	84082	SOUTH WEST OFFICE NATIONAL	STATIONERY	267.55
23/12/2021	84355	SOUTH WEST OFFICE NATIONAL	STATIONERY	172.75
16/12/2021	84198	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	131.04
16/12/2021	84006	SOUTH WEST WINDSCREENS & TINT	WINDSCREENS & TINTING	1,199.90
16/12/2021	84052	SOUTHERN ATU SERVICES PTY LTD	WASTE MANAGEMENT SERVICES	2,129.10
23/12/2021	84330	SOUTHERN ATU SERVICES PTY LTD	WASTE MANAGEMENT SERVICES	163.10
24/12/2021	84466	SOUTHERN ATU SERVICES PTY LTD	WASTE MANAGEMENT SERVICES	2,351.00
23/12/2021	84347	SOUTHERN HABITAT NURSERY	NURSERY SUPPLIES	308.00
16/12/2021	84192	SOUTHERN LOCK AND SECURITY	SECURITY SERVICES	330.00
23/12/2021	84313	SOUTHWEST OUTDOOR POWER	PLANT PURCHASES / SERVICES / PARTS	1,329.05
16/12/2021	84228	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	6,202.90
23/12/2021	84429	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	849.35
16/12/2021	84236	SPORTS TURF TECHNOLOGY	SPORT EQUIPMENT SUPPLIER	1,320.00
24/12/2021	83990	SPORTSPEOPLE PTY LTD	RECRUITMENT ADVERTISING	0.00
16/12/2021	84243	SPORTSWORLD OF WA	SPORT EQUIPMENT SUPPLIER	315.15
8/12/2021	83914	ST GEORGE ANGLICAN PARISH OF DUNSBOROUGH	DONATION	1,000.00
16/12/2021	83986	ST JOHN AMBULANCE	TRAINING SERVICES	654.50
23/12/2021	84286	ST JOHN AMBULANCE	TRAINING SERVICES	260.00
16/12/2021	84170	STATEWIDE DOORS	MAINTENANCE SERVICES	7,600.00
23/12/2021	84449	STRATAGREEN	NURSERY SUPPLIES	9,614.00
8/12/2021	83945	STUART ST CLAIR & ANNE RYAN	COUNCILLOR PAYMENT	2,891.34
16/12/2021	84241	SUEZ ENVIRONMENTAL	WASTE MANAGEMENT SERVICES	561.00
16/12/2021	83965	SUPERCHOICE	SUPERANNUATION	177,618.37
30/12/2021	84495	SUPERCHOICE	SUPERANNUATION	201,938.42
16/12/2021	83995	SURFING WESTERN AUSTRALIA	EVENT ORGANISATION	5,500.00
16/12/2021	84133	SUSAN & PETER ABBOTT	BUTP REFUND	60.00
23/12/2021	84413	SW PRECISION PRINT	PRINTING SERVICES	44.00
24/12/2021	84476	SW PRECISION PRINT	PRINTING SERVICES	2,483.00
16/12/2021	84073	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A L	CONFECTIONERY	277.75
24/12/2021	84468	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A L	CONFECTIONERY	77.00
8/12/2021	83933	SYNERGY	ELECTRICITY SUPPLIES	111,331.02
23/12/2021	84358	SYNERGY	ELECTRICITY SUPPLIES	4,425.30
16/12/2021	83999	TALIS CONSULTANTS PTY LTD ATF TALIS UNIT	CONCEPTUAL DESIGNS	2,062.50
16/12/2021	84185	TAPE PRINTERS OF AUSTRALIA	PRINTED ADHESIVE TAPES	1,508.54
16/12/2021	83972	TARVIA PTY LTD	ENGINEERING SERVICES	811.80
24/12/2021	84459	TECHNIFIRE 2000	FIRE FIGHTING EQUIPMENT	358.71
23/12/2021	84435	TECHNOLOGY ONE	SOFTWARE SERVICES	134.75
16/12/2021	84127	TECHVISION AUSTRALIA PTY LTD	INFORMATION AND COMMUNICATION TECHNOLOGY	4,400.00
23/12/2021	84385	TECHVISION AUSTRALIA PTY LTD	INFORMATION AND COMMUNICATION TECHNOLOGY	4,400.00
16/12/2021	84035	TECON WA PTY LTD	BUILDING SURVEYING	594.00



LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF DECEMBER 2021

<b>CHEQUE PAYMENTS</b>		CHEQUE # 119051 - 119120	51,079.47
<b>ELECTRONIC TRANSFER PAYMENTS</b>		EF783913 - EF784495	7,847,614.76
<b>TRUST ACCOUNT</b>		TRUST ACCOUNT # 7581 - 7583	58,076.80
<b>PAYROLL PAYMENTS</b>		DL 12.21 - 31.12.21	1,774,518.45
<b>INTERNAL PAYMENT VOUCHERS</b>		DD004694 - DD004726	123,054.54
			<b>9,864,944.02</b>

8/12/2021	83948	TELSTRA CORPORATION	COMMUNICATION SERVICES	13,392.66
16/12/2021	84200	TELSTRA CORPORATION	COMMUNICATION SERVICES	15,798.18
23/12/2021	84410	TELSTRA CORPORATION	COMMUNICATION SERVICES	5,863.36
16/12/2021	83976	THAT GUYS RECYCLING PTY LTD T/A ;TOTAL	RECYCLING E-WASTE SERVICES	8,837.71
24/12/2021	84460	THAT GUYS RECYCLING PTY LTD T/A ;TOTAL	RECYCLING E-WASTE SERVICES	1,517.53
16/12/2021	84174	THE DISTRIBUTORS PERTH	GLC KIOSK SUPPLIES	860.65
23/12/2021	84397	THE DISTRIBUTORS PERTH	GLC KIOSK SUPPLIES	365.10
23/12/2021	84340	THE GOOD EGG CAFE	VENUE HIRE AND CATERING	312.50
16/12/2021	84031	THE PLANT SUPPLY CO	NURSERY SERVICES	1,446.50
16/12/2021	84098	THINK WATER DUNSBOROUGH	RETICULATION SERVICES - DUNS LAKE SPORT PRECINCT	115,367.93
24/12/2021	84471	THINK WATER DUNSBOROUGH	RETICULATION SERVICES	2,755.20
23/12/2021	84308	THOMPSON SURVEYING CONSULTANTS	SURVEYING SERVICES	3,272.70
16/12/2021	83978	TINT A CAR BUSSELTON	MAINTENANCE SERVICES	250.00
16/12/2021	84193	TI DEPIAZZI AND SONS	LAWN SUPPLIES	1,600.20
8/12/2021	83949	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	383.25
16/12/2021	84221	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	4,645.58
23/12/2021	84424	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	2,966.78
16/12/2021	84253	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	8,270.23
16/12/2021	84271	T-QUIP	MOWER PARTS & SERVICE	2,221.95
23/12/2021	84450	T-QUIP	MOWER PARTS & SERVICE	227.10
16/12/2021	83977	TRACIE ANDERSON	ART SALES	24.50
23/12/2021	84290	TRANEN PTY LTD	VEGETATION REPORT	3,762.00
16/12/2021	84023	TROPHIES ON TIME	NAME BADGE SUPPLIER	121.00
23/12/2021	84311	TROPHIES ON TIME	NAME BADGE SUPPLIER	45.00
16/12/2021	84048	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	1,034.72
16/12/2021	84107	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	386.87
23/12/2021	84317	TRUE TRACK TRUCK ALIGNING	WHEEL ALIGNMENT SERVICES	220.00
16/12/2021	84157	TURNER DESIGN	BRANDING WEBSITES	2,156.00
23/12/2021	84441	TYREPOWER BUSSELTON	PLANT TYRE SUPPLIER / REPAIRER	595.00
23/12/2021	84325	UNDERGROUND POWER DEVELOPMENT PTY LTD	STREET LIGHTING AND POWER DESIGN	2,750.00
16/12/2021	84033	VALSPAR PAINT	PAINTING SUPPLIES	426.58
23/12/2021	84388	VISMIX	FIRE EQUIPMENT SUPPLIER	121.00
16/12/2021	84237	VMS CONTRACTORS	MAINTENANCE SERVICES	6,182.00
16/12/2021	83991	VORCEE PTY LTD	GYM GOODS	1,633.50
23/12/2021	84418	WA BOILER SPARES AND SERVICE	PLANT PURCHASES / SERVICES / PARTS	2,365.00
16/12/2021	84218	WA HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	1,456.98
23/12/2021	84389	WA ADVANCED TRAINING ACADEMY	TRAINING AND ASSESSMENT	7,260.00
23/12/2021	84288	WA EXTERNAL SOLUTIONS	GUTTER MAINTENANCE	990.00
16/12/2021	84000	WA NEWSPAPERS LIMITED	ADVERTISING SERVICES	1,200.00
23/12/2021	84297	WA NEWSPAPERS LIMITED	ADVERTISING SERVICES	332.46
16/12/2021	83961	WA SHIRE COUNCILS	UNION FEES	297.26
30/12/2021	84491	WA SHIRE COUNCILS	UNION FEES	297.26
16/12/2021	84068	WA STRATA MANAGEMENT	STRATA LEVY FEES & WATER CONSUMPTION	1,580.12
23/12/2021	84338	WA STRATA MANAGEMENT	STRATA LEVY FEES & WATER CONSUMPTION	2,706.90
16/12/2021	84224	WA TREASURY CORPORATION	LOAN REPAYMENTS	688,656.18
16/12/2021	84011	WAVES ENVIRONMENTAL PTY LTD	BUSSELTON GROUNDWATER INVESTIGATION	5,736.30
16/12/2021	84079	WE ARE FEEL GOOD AUSTRALIA PTY LTD	SUNSCREEN	2,202.00
16/12/2021	84065	WE MCGILL	ART SALES	21.00
16/12/2021	84045	WELL DONE INTERNATIONAL PTY LTD	AFTERHOURS CALL CENTRE SERVICE	7,231.40
8/12/2021	83934	WENDY CLUTTERBUCK	STAFF AND COUNCILLOR PAYMENTS	100.00
16/12/2021	84086	WENDY CLUTTERBUCK	STAFF AND COUNCILLOR PAYMENTS	100.00
16/12/2021	84210	WESTFARMERS - BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	489.04
23/12/2021	84426	WESTFARMERS KHG	GAS SERVICES	816.35
16/12/2021	84171	WEST COAST WASTE	SKIP BIN HIRE	2,530.00
23/12/2021	84417	WEST OZ LINEMARKING	LINE MARKING SERVICES	1,166.00
16/12/2021	84086	WESTBOOKS	LIBRARY RESOURCES	1,391.16
8/12/2021	83927	WESTERN AUSTRALIAN REGIONAL CAPITALS ALLIANCE INC	ANNUAL MEMBERSHIP	16,500.00
23/12/2021	84377	WESTERN GROWERS FRESH	CATERING	494.00
16/12/2021	84215	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	2,516.47
23/12/2021	84420	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	598.79
24/12/2021	84478	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	545.89
23/12/2021	84299	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	165.00
16/12/2021	84203	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	337.31
23/12/2021	84411	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	238.68
23/12/2021	84444	WML CONSULTANTS PTY LTD	CONSULTANCY SERVICES	742.50
16/12/2021	84151	WOODTURNERS ASSOC OF WA BUSSELTON	BOND REFUND	200.00
16/12/2021	84219	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	1,373.00
23/12/2021	84422	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	458.00
16/12/2021	84018	WORK METRICS	HEALTH AND SAFETY SOFTWARE	110.00
23/12/2021	84419	WORKFORCE INTERNATIONAL GROUP PTY LTD	WORKFORCE SERVICES	1,698.40
16/12/2021	84121	WORMALL CIVIL PTY LTD	RETAINING WALLS	400.00
8/12/2021	83953	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	1,069.90
16/12/2021	84232	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	1,040.24
23/12/2021	84482	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	602.03
24/12/2021	84479	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	154.80
16/12/2021	84029	YAHAVA KOFFEE WORKS WHOLESALE	CATERING	1,058.00
23/12/2021	84438	YOUTHCARE	SCHOOL CHAPLAINCY	44,000.00
				<b>7,847,614.76</b>

DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
8/12/2021	7582	CITY OF BUSSELTON	VARIOUS REIMBURSEMENTS	927.25
8/12/2021	7583	CONSTRUCTION TRAINING FUND	BCIT LEVY	7,114.42
8/12/2021	7581	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY	50,035.13
				<b>58,076.80</b>

DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
16/12/2021	4709	A TOUCH OF GLASS	REFUND BK21/0101	210.00
7/12/2021	4697	AMPOL AUSTRALIA PETROLEUM PTY LTD	AMPOL AUSTRALIA PETROLEUM PTY LTD	92,471.91
23/12/2021	4720	AMY CARMICHAEL	REFUND GR21/0123	85.00
2/12/2021	4695	ANSTEE EARTHMOVING	REFUND APPLICATION OVERPAYMENT	171.65
1/12/2021	4699	ANZ BANK	ANZ BANK	11,457.39
1/12/2021	4714	ANZ BANK	BANK FEES	15.00
6/12/2021	4721	ANZ BANK	BPAY FEES	5,154.88
6/12/2021	4722	ANZ BANK	TRANS FEES	787.67
8/12/2021	4726	ANZ BANK VISA	VISA CARD	9,447.11









LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF DECEMBER 2021

CHEQUE PAYMENTS	CHEQUE # 119051 - 119120	51,079.47
ELECTRONIC TRANSFER PAYMENTS	EF783913 - EF784495	7,847,614.76
TRUST ACCOUNT	TRUST ACCOUNT # 7581 - 7583	58,075.80
PAYROLL PAYMENTS	DL 12.21 - 31.12.21	1,774,518.45
INTERNAL PAYMENT VOUCHERS	DD004694 - DD004726	123,654.54
		<b>9,864,944.02</b>

		BAYSIDE BURGERS	CATERING FOR BURNING	1,005.00
		DUNSBOROUGH TAVERN	CATERING FOR BURNING	601.00
		BP DUNSBOROUGH	FUEL FOR BURNING	30.98
		THE RIGHT STUFF	BLADE	104.00
		DEPT OF TRANSPORT	TRANSFER OF VEHICLE PLATES	49.40
		WESTERN GROWERS	MEETING CATERING	67.45
		COLES	CATERING FOR STAFF FAREWELL	19.50
		BAKED	CATERING FOR STAFF FAREWELL	112.40
		WESTERN GROWERS	CATERING FOR STAFF FAREWELL	65.96
		TOURISM COUNCIL OF WA	SOCIAL MEDIA WORKSHOP	150.00
		AHS	PERTH SAFETY SYMPOSIUM - B CARROLL	231.00
		SEASHELLS RESORT	ACCOMMODATION - D ABRAHAMSE	801.46
		PLURALIGHT	ANNUAL MEMBERSHIP - IT	1,398.27
		DOUBLETREE HILTON	ACCOMMODATION - J REID	152.25
		MENTIMETRE REFUND	ANNUAL RENEWAL REFUND	(414.26)
		HILTON PARMELIA	ACCOMMODATION - J SMITH	209.75
		OFFICE WORKS	STATIONERY RETURN	(96.57)
		GO DADDY	DOMAIN RENEWALS	274.66
		APPLE	ICLOUD	4.49
		ZOOM	LICENCE - MONTHLY	475.70
		TELSTRA	NBN - M ARCHER	88.21
		BCCI	BUSINESS EXCELLENCE AWARDS 2021 - G HENLEY	187.00
		GANNAWAYS	TRANSPROT TO BCCI AWARDS - G HENLEY	25.00
		CROWN METROPOL	ACCOMMODATION - G HENLEY	689.17
		CROWN MERRYWELL	REFRESHMENTS	38.00
		TUDOR HOUSE	FLAGS FOR COUNCIL CHAMBERS	385.00
		ADINA HOTEL	NEW COUNCILLORS SEMINAR - CR RICHARDS & CR LOVE	382.94
		TUDOR HOUSE	REFUND FOR FLAGS	(385.00)
		THE GOOD EGG	CEO & MAYOR CATCH UP WITH CITY OF BUNBURY	76.50
		FACEBOOK	ADVERTISING	182.67
		SAFE FIRST	RSA TRAINING - YOUTH SERVICES	110.00
		DOMINOS	YOUTH CATERING	100.90
		PAR 3	TEAM BUILDING - SHIFT YOUTH CREW	256.68
		MAILCHIMP	LIBRARY PROGRAM	82.59
		DEPUTY	VOLUNTEER MANAGEMENT SYSTEM	130.41
		SENDGRID	GLC CUSTOMER RETENTION PROGRAM	20.78
		DOMINOS	YOUTH CATERING	100.60
		KMART	ITEMS FOR BITP	224.00
		KMART	REFUND ITEMS FOR BITP	(80.00)
		DOMINOS	YOUTH CATERING	100.60
		MESSAGE MEDIA	GLC	123.64
		SPOTIFY	MUSIC FOR YOUTH EVENTS	18.99
		SCOOTERHUT	PRIZES FOR YOUTH EVENT	327.93
		DOMINOS	YOUTH CATERING	100.90
		KMART	ITEMS FOR BITP	125.00
		MAILCHIMP	ELECTRONIC MARKETING	82.62
		AUST INSTITUTE OF CO DIRECTORS	DIRECTORS BRIEFING - N SEARLE	60.00
		WESTERN POWER	OVERSIZE LOAD PERMIT	120.00
		MAIN ROAD WA	3 YEAR PERMIT FOR BSN42BT CAT 924K WHEEL LOADER	50.00
		APPLE	I CLOUD - O DARBY	4.49
		DAVEY	CLEARING PERMIT	400.00
		DEPT OF BIODIVERSITY	FAUNA LICENCE	155.00
		APPLE	ICLOUD - O DARBY	4.49
		THE WEST AUSTRALIAN	DIGITAL SUBSCRIPTION	28.00
		MAILCHIMP	ELECTRONIC MARKETING	387.54
10/12/2021	4704	B GALEN	REFUND HR21/0263	313.00
29/12/2021	4718	BUSSELTON BAPTIST CHURCH	REFUND BAU20/0169	431.65
15/12/2021	4706	C HAMLENCE	RATE REFUNDS	463.00
15/12/2021	4715	COMMONWEALTH BANK	COMMONWEALTH BANK	231.31
3/12/2021	4723	COMMONWEALTH BANK	MERCHANT FEES	1,761.15
15/12/2021	4708	D CAMPBELL	ANIMAL TRAP REFUNDS	102.00
10/12/2021	4704	D GORRETT	RATE REFUNDS	648.82
8/12/2021	4703	D GOWER	RATE REFUNDS	2,784.28
30/12/2021	4719	D HUDSON	REFUND PA21/0059	73.00
9/12/2021	4698	DEBORAH TOMALIN	REFUND - HR21/0233	205.25
1/12/2021	4696	FOODLOSOPHY	REFUND - HR19/0055	255.00
9/12/2021	4702	G DRIVER	ANIMAL TRAP REFUNDS	102.00
29/12/2021	4725	H PANEK	RATE REFUNDS	2,223.12
17/12/2021	4710	JW & SC PENNINGTON	REFUND DA21/0710	147.00
15/12/2021	4708	K HART	ANIMAL TRAP REFUNDS	50.00
10/12/2021	4704	K SINGH	REFUND HR21/0039	150.00
21/12/2021	4724	KOSTERA NOMINEES	REFUND HR13/0156	257.00
1/12/2021	4696	LES MILLS ASIA PACIFIC	LES MILLS ASIA PACIFIC	485.74
1/12/2021	4700	LES MILLS ASIA PACIFIC	LES MILLS ASIA PACIFIC	582.89
17/12/2021	4717	M CHAPMAN	ANIMAL TRAP REFUNDS	102.00
13/12/2021	4705	M SPIRO	RATE REFUNDS	1,487.90
1/12/2021	4701	P EADES	ANIMAL TRAP REFUNDS	102.00
10/12/2021	4704	S BLAKE	RATE REFUNDS	41.67
17/12/2021	4710	S MACCORRA	RATE REFUNDS	251.33
9/12/2021	4707	S RICE	ANIMAL TRAP REFUNDS	102.00
20/12/2021	4711	SC & MI FRY	REFUND DA21/0710	147.00
16/12/2021	4712	SHEDS DOWN SOUTH	REFUND DA21/0861	126.00
15/12/2021	4716	T ANESBURY	ANIMAL TRAP REFUNDS	102.00
9/12/2021	4713	TUTUM INVESTMENTS PTY LTD	RATE REFUNDS	125.82
				<b>133,654.54</b>

DIRECT DEBIT PAYMENTS DECEMBER 2021				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
14/12/2021	14/12/2021	CITY OF BUSSELTON	PAYROLL & SALARIES	839,684.61
28/12/2021	28/12/2021	CITY OF BUSSELTON	PAYROLL & SALARIES	934,833.84
				<b>1,774,518.45</b>

12.2 Finance Committee - 9/2/2022 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 31 DECEMBER 2021

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Financial Services
<b>BUSINESS UNIT</b>	Financial Services
<b>REPORTING OFFICER</b>	Manager Financial Services - Paul Sheridan
<b>AUTHORISING OFFICER</b>	Acting Director, Finance and Corporate Services – Sarah Pierson
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Investment Report - December 2021   Attachment B Loan Schedule - December 2021   Attachment C Financial Activity Statement - December 2021  

**This item was considered by the Finance Committee at its meeting on 9/2/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

**COUNCIL DECISION**

**C2202/032**

Moved Councillor A Ryan, seconded Councillor P Cronin

**That the Council receives the statutory financial activity statement reports for the period ending 31 December 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations 1996.**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council receives the statutory financial activity statement reports for the period ending 31 December 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations 1996.

**EXECUTIVE SUMMARY**

Pursuant to Section 6.4 of the *Local Government Act 1995* (the Act) and Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* (the Regulations), a local government is to prepare, on a monthly basis, a statement of financial activity that reports on the City's financial performance in relation to its adopted / amended budget.

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis, for the period ending 31 December 2021.



**BACKGROUND**

The Regulations detail the form and manner in which financial activity statements are to be presented to the Council on a monthly basis, and are to include the following:

- Annual budget estimates
- Budget estimates to the end of the month in which the statement relates
- Actual amounts of revenue and expenditure to the end of the month in which the statement relates
- Material variances between budget estimates and actual revenue/expenditure (including an explanation of any material variances)
- The net current assets at the end of the month to which the statement relates (including an explanation of the composition of the net current position)

Additionally, and pursuant to Regulation 34(5) of the Regulations, a local government is required to adopt a material variance reporting threshold in each financial year. At its meeting on 26 July 2021, the Council adopted (C2107/140) the following material variance reporting threshold for the 2021/22 financial year:

*That pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations, the Council adopts a material variance reporting threshold with respect to financial activity statement reporting for the 2020/21 financial year as follows:*

- *Variances equal to or greater than 10% of the year to date budget amount as detailed in the Income Statement by Nature and Type/Statement of Financial Activity report, however variances due to timing differences and/or seasonal adjustments are to be reported only if not to do so would present an incomplete picture of the financial performance for a particular period; and*
- *Reporting of variances only applies for amounts greater than \$25,000.*

**OFFICER COMMENT**

In order to fulfil statutory reporting requirements and to provide the Council with a synopsis of the City's overall financial performance on a year to date basis, the following financial reports are attached hereto:

Statement of Financial Activity

This report provides details of the City's operating revenues and expenditures on a year to date basis, by nature and type (i.e. description). The report has been further extrapolated to include details of non-cash adjustments and capital revenues and expenditures, to identify the City's net current position; which reconciles with that reflected in the associated Net Current Position report.

Net Current Position

This report provides details of the composition of the net current asset position on a full year basis, and reconciles with the net current position as per the Statement of Financial Activity.

Capital Acquisition Report

This report provides full year budget performance (by line item) in respect of the following capital expenditure activities:

- Land and Buildings
- Plant and Equipment
- Furniture and Equipment
- Infrastructure

### Reserve Movements Report

This report provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a full year basis.

Additional reports and/or charts can be provided as required to further supplement the information comprised within the statutory financial reports.

### Comments on Financial Activity to 31 December 2021

The Statement of Financial Activity (FAS) for the year to date (YTD) shows an overall Net Current Position of \$25.1M as opposed to the budget of \$8.2M. This represents a positive variance of \$16.9M YTD.

The following table summarises the major YTD variances that appear on the face of the FAS, which, in accordance with Council's adopted material variance reporting threshold, collectively make up the above difference. Each numbered item in this lead table is explained further in the report.

Description	2021/22 Actual YTD \$	2021/22 Amended Budget YTD \$	2021/22 Amended Budget \$	2021/22 YTD Bud Variance %	2021/22 YTD Bud Variance \$	Change in Variance Current Month \$
<b>Revenue from Ordinary Activities</b>				<b>1.35%</b>	<b>942,012</b>	<b>123,560</b>
1. Other Revenue	355,662	173,677	414,950	104.78%	181,985	(50,848)
<b>Expenses from Ordinary Activities</b>				<b>9.68%</b>	<b>4,256,390</b>	<b>457,990</b>
2. Materials & Contracts	(7,556,019)	(9,314,319)	(20,245,296)	18.88%	1,758,300	442,163
3. Utilities	(1,103,808)	(1,262,415)	(2,774,773)	12.56%	158,607	48,912
4. Other Expenditure	(1,624,424)	(3,279,641)	(9,685,100)	50.47%	1,655,217	252,687
<b>5. Non-Operating Grants, Subsidies and Contributions</b>	822,048	8,425,155	34,850,687	(90.24%)	(7,603,107)	(2,279,675)
<b>Capital Revenue &amp; (Expenditure)</b>				<b>40.50%</b>	<b>16,522,641</b>	<b>2,128,430</b>
6. Land & Buildings	(558,928)	(10,761,885)	(22,802,632)	94.81%	10,202,957	1,873,523
Plant & Equipment	(577,445)	(1,291,000)	(2,890,000)	55.27%	713,555	879,800
Furniture & Equipment	(147,665)	(549,191)	(828,800)	73.11%	401,526	211,515
Infrastructure	(7,758,393)	(17,917,605)	(38,537,750)	56.70%	10,159,212	582,799
7. Proceeds from Sale of Assets	0	407,627	776,071	(100.00%)	(407,627)	(212,532)
8. Proceeds from New Loans	25,000	0	15,450,000	100.00%	25,000	25,000
9. Total Loan Repayments – Principal	(1,493,816)	(1,751,889)	(3,839,418)	14.73%	258,073	116,749
10. Advances to Community Groups	(25,000)	0	(5,450,000)	(100.00%)	(25,000)	(25,000)
11. Transfer to Restricted Assets	(6,974,494)	0	(21,740)	(100.00%)	(6,974,494)	(1,580,263)



### Expenses from Ordinary Activities

Expenditure from ordinary activities is \$4.3M, or 9.7%, less than expected when compared to the budget YTD as at December. The expense line items on the face of the financial statement that have a YTD variance that meet the material reporting threshold are outlined below.

## 2. Materials & Contracts

Less than YTD budget by \$1.76M. The main contributors to this variance are listed in the table below:

Cost Code	Cost Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
<b><u>Finance and Corporate Services</u></b>		<b>808,472</b>	<b>1,142,027</b>	<b>333,555</b>	<b>29.2%</b>	<b>(95,386)</b>
10000	Members of Council	93,816	64,042	(29,774)	(46.5%)	(80,867)
Overspend YTD is due mainly to a catch up in the monthly allocation of prepaid memberships and registrations for such things as WA Regional Councils Alliance, that were held back and paid later than expected. There was also an undetected system issue that prevented the November allocation from being processed until December.						
10105	Business Systems Improvement Team	-	15,876	15,876	100.0%	2,646
It is expected that the budget allocation of \$31,750 will remain unused until the end of December when there will be expenditure of about \$18K on consultants to support the change of the chart of accounts. The remaining \$13,750 budget allocation will not expected to be used until March 2022.						
10151	Rates Administration	118,463	148,353	29,890	20.1%	6,419
Variation between YTD actual and budget is mainly due to:						
<ul style="list-style-type: none"> <li>Postage \$15.8K under budget due to 2<sup>nd</sup> instalment notice postage invoice having not been processed plus cost savings by using a new printing service for final and reminder notices</li> <li>Bank charges \$26.2K under budget as the charges have come a lot less than expected.</li> <li>Legal expenses \$22.1K over budget due to a substantial increase in debt recovery proceedings. This expenditure is fully recovered from the property owner/s.</li> <li>Consultancy \$8.4K under budget due to the rating review project that this budget is for only just now commencing. There will be under underspend in this area offset by a possible overspend in wages, as an internal resource has been seconded to the project to help defray external consulting costs.</li> </ul>						
10200	Financial Services	18,874	51,417	32,543	63.3%	5,611
Savings to budget are as a result of bank charges not coming in at the level expected, and some budgeted subscriptions either being cancelled, allocated to more appropriate areas, or spread over the year rather than hitting one month per the way the budget was set (based on historical cashflows, rather than accrual accounting).						
10250	Information & Communication Technology Services	420,560	510,502	89,942	17.6%	(72,968)
Most of this budget relates to software licence renewals and subscriptions paid in advance. The monthly allocation of the annual budget was set based on an historical 4 year monthly cash payment trend. This will not necessarily align on a monthly basis with the new prepaid expenses allocation process that has been adopted to more accurately reflect proper accrual accounting practices, however it should resolve by year end.						









Various	Other Infrastructure Maintenance	1,062,577	1,308,050	245,474	18.8%	166,448
<p>The underspend is mainly attributable to:</p> <ul style="list-style-type: none"> <li>• Consultant/contractors in Engineering, Operations &amp; Waste Services Administration - \$103K;</li> <li>• Street Lighting Maintenance (including LED's and rural intersections) - \$108K;</li> <li>• CBD area maintenance in both Busselton &amp; Dunsborough - \$25K;</li> <li>• Noxious Weeds &amp; Pest treatments in POS and reserves - \$35K</li> </ul>						

### 3. Utilities

Underspent compared to budget YTD December by \$159K, or 12.6%, due to:

Natural Account	YTD Budget	YTD Actual	Variance	Comments
3500 - Electricity	819,612	807,869	11,743	The actual billing cycle is out of sync with how the budget timing was set. It is unlikely that there will be a significant cost savings by year end against budget.
3505 - Gas - Reticulated	2,449	928	1,521	Immaterial
3506 - Gas - LPG Bottled	8,283	11,571	(3,288)	Main cause is the GLC – There has been an increased LPG demand due to geothermal heating issues. This variance has since corrected itself and as of January we are back on track, and unlikely to exceed budget by year end.
3507 - Gas - Alinta Boiler Gas (BJTP)	1,894	1,367	527	Immaterial
3510 - Water Consumption	123,003	50,912	72,091	High use of Water usually happens over the summer months. Plus billing is not every month. Water Corp bill's every 60 days and BSN Water bill 3 times a year. There is also approximately \$25K in refunds due to overcharges on our billings from Water Corp.
3511 - Water Meter Rental & Supply Charge	27,502	32,502	(5,000)	Charge for Airport accounts for \$3200 of the \$5000 variance – generally there are variances across the board.
3512 - Water Rates	0	0	0	N/A
3513 - Sewerage Volume Charges	30,674	11,104	19,570	Budget included \$5.9K for the Goose – no charge recorded as it has burnt down and is not operating.
3514 - Sewerage Charge (Rates)	89,394	52,907	36,487	Annual charges are now spread over the period they relate to, rather than hitting the budget all in one go.
3520 - Office Telephones, Faxes & Internet	48,242	45,645	2,597	Recently the City has been migrating to better and cheaper fixed line services. This is starting to show cost savings.





## 5. Non-Operating Grants, Subsidies & Contributions

The negative variance of \$7.6M is mainly due to the items in the table below. It should be noted that any negative variance in this area will approximately correlate to an offsetting positive underspend variance in a capital project tied to these funding sources. This can be seen in the section below that outlines the capital expenditure variances. Where this is not the case, the reconciliation of the projects and the required funding to be recognised in revenue is not completed until closer to year end.

Revenue Code	Revenue Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
<b><u>Community and Commercial Services</u></b>		-	<b>115,376</b>	<b>(115,376)</b>	<b>(100.0%)</b>	<b>(48,975)</b>
10540	Recreation Administration	-	51,250	(51,250)	(100.0%)	(25,625)
10590	Naturaliste Community Centre	-	46,700	(46,700)	(100.0%)	(23,350)
C6010	Airport Fencing Works	-	17,426	(17,426)	(100.0%)	-
<b><u>Engineering and Works Services</u></b>		<b>765,048</b>	<b>8,248,779</b>	<b>(7,483,731)</b>	<b>(90.7%)</b>	<b>(2,174,700)</b>
A0014	Bussell Highway Bridge – 0241 – Federal Capital Grant	-	744,000	(744,000)	(100.0%)	-
A0022	Yallingup Beach Road Bridge - 3347 – Federal Capital Grant	-	700,000	(700,000)	(100.0%)	-
A0200	Donated Bridges	698,230	-	698,230	100.0%	-
B9407	Busselton Senior Citizens – Developer Cont. Utilised	-	111,750	(111,750)	(100.0%)	-
B9591	Performing Arts Convention Centre – Federal Capital Grant	-	3,415,500	(3,415,500)	(100.0%)	(1,138,500)
B9612	Churchill Park Renew Sports Lights – State Capital Grant	-	72,850	(72,850)	(100.0%)	(72,850)
B9999	Donated Buildings	30,000	-	30,000	100.0%	-
F0084	Thompson Way - New Path - Contributions	36,818	-	36,818	100.0%	-
F0112	Causeway Road Shared Path – State Capital Grant	-	80,000	(80,000)	(100.0%)	-
S0048	Bussell Highway – Developer Cont. Utilised	-	200,000	(200,000)	(100.0%)	-
S0076	Kaloorup Road (Stage 1) – Main Roads Direct Grant	-	224,400	(224,400)	(100.0%)	-
S0077	Ludlow-Hithergreen Stage 2 Reconstruct & Widen – MR Capital Grant	-	96,000	(96,000)	(100.0%)	-
S0078	Sugarloaf Road – State Capital Grant	-	321,599	(321,599)	(100.0%)	-
S0321	Yoongarillup Road - Second Coat Seal – MR Capital Grant	-	100,000	(100,000)	(100.0%)	-







11401	Transport – Workshop	-	10,000	10,000	100.0%	-
The budget is for a replacement hydraulic press. Specification requirements are being reviewed in light of supply chain issues.						
11404	Plant Purchases (P12)	-	185,000	185,000	100.0%	185,000
2 x light trucks not yet ordered.						
11500	Operations Services Administration	-	40,000	40,000	100.0%	40,000
Vehicle ordered, not yet delivered.						
<b><u>Furniture &amp; Office Equipment</u></b>		<b>147,665</b>	<b>549,191</b>	<b>401,526</b>	<b>73.1%</b>	<b>211,515</b>
10250	Information & Communication Technology Services	87,576	220,891	133,315	60.4%	220,891
Underspend is due to not yet ordering ICT asset replacement items. This is due to be ordered in the coming month though actual invoices may not be received for some time due to global supply chain issues.						
10558	Events	-	200,000	200,000	100.0%	-
The budget YTD represents the carry-over from the 20/21 year for the electronic billboard. The tender closed with three responses, all of which have come in over the forecast budget. The tender was not awarded and options on how to proceed were discussed with MERG at the November meeting. The tender is to be restructured with options and will be reissued in the new year.						
10590	Naturaliste Community Centre	16,326	43,300	26,974	62.3%	850
The budget represents a carry-over from 20/21 for the purchase of replacement fitness equipment. Procurement of this equipment is now planned for December to February.						
10625	Art Geo Administration	-	10,000	10,000	100.0%	20,000
The previous spend showing in this line was an incorrect allocation of a different award, and has been moved to the appropriate budget. The budget now showing is an Art Geo Award that has not as yet been paid.						
10900	Cultural Planning	-	13,400	13,400	100.0%	-
The virtual reality component of the Ballarat Engine 150 <sup>th</sup> display has been delayed waiting for an expected grant opportunity to help subsidise the project.						
B1000	Administration Building- 2-16 Southern Drive	-	14,000	14,000	100.0%	14,000
This is a budget timing issue. Orders have been placed totalling approximately \$10.5K, with the remaining \$3.5K expected to be spent by EOFY.						
B1350	Churchill Park- Other Buildings	-	26,450	26,450	100.0%	-
The budget relates to the storage facility project. Discussions are still progressing with the Stakeholders, delaying construction until a later date.						
B1450	Depot Building-Busselton	17,776	-	(17,776)	(100.0%)	(17,776)
Expenditure was for 8 sit-to-stand workstations at the depot administration building. There is no budget in this particular line, however it is offset by considerable savings in other areas, and is funded from the Furniture & Office Equipment Reserve.						





Various	Coastal & Boating	80,016	1,136,800	1,056,784	93.0%	58,400
<p>74% of the variance valued at \$777k is attributable to both the stage 2 West Busselton &amp; Forth Street seawall works. A report to Council in late January resulted in a decision to only proceed with the West Busselton works at this time.</p> <p>19% of the variance values at \$200k is associated with a Coastal Adaptation project re the Mitigation of Coastal Flooding that is still in its planning phase.</p>						
Various	Waste Services	264,329	952,500	688,171	72.2%	193,350
<p>The majority of this variance is associated with budgets that were carried over from the previous year with 43% being the Liquid Waste Pond Renewal, and percentages in the 20s associated with Busselton Landfill Post-Closure Capping , Rehab &amp; Remediation, as well as the Lined Landfill Stage 2. Earthworks on these projects have continued on during the construction period , resulting in expenditure more in-line with the YTD forecast. \$82K of the YTD variance is with respect to works on a Depot Washdown Facility Upgrade that remains in the planning phase, as does the \$50,000 for Capital site improvements and Regional Waste Hub developments.</p>						
Various	Townscape & Vasse River	35,748	315,464	279,716	88.7%	118,805
<p>No works of any significance associated with projects within this category have yet to commence. The YTD variance is considered minor in comparison to the \$1.779M on works that are on budget.</p>						
Various	Other P&G Infrastructure	3,451,590	5,738,456	2,286,865	39.9%	(403,086)
<p>There are 45 individual Parks &amp; Gardens capital projects budgeted this financial year ranging in value from between a mere \$1.8k to \$2.118m.</p> <ul style="list-style-type: none"> <li>42% of the YTD variance valued at \$ 1.447m is associated with the Dunsborough Lakes Sporting Precinct project and the new Non-Potable Water Network.</li> <li>21% of the YTD variance totaling \$740k is comprised of a further 12 projects that have a YTD variance in excess of \$40k. Most of these projects are underway, have committed costs or are due to commence in the coming months.</li> </ul>						
Various	Drainage	13,090	70,400	57,310	81.4%	34,960
<p>The YTD variance to budget is largely associated with the Carey Street drainage upgrade project which is scheduled for construction during February and March.</p>						
Various	Regional Airport & Industrial Park Infrastructure	81,197	208,396	127,198	61.0%	63,519
<p>YTD actual is made up of four separate account strings all part of the Airport development project. Some are completed (underspent) and others may not be spent until the end of the FY depending on timing of the works.</p>						

## 7. Proceeds From Sale of Assets

YTD there have been no proceeds from sale of assets recorded against the YTD budget of \$408K. This is due to the continuing delays in delivery of acquisitions, and the associated transfer to auction of the vehicles being replaced. Some vehicles that were planned to be traded/auctioned have also been retained and redeployed instead.

## 8. Proceeds from New Loans

During the month a Community Group loan was drawn for the Dunsborough Bay Yacht Club for \$25K. At the time of setting the budget, an amount of \$200K in total was forecast to be available for self-supporting loans for Community Groups, however it is impossible to predict when and to what extent applications will be submitted to the City. This is 100% offset by the actual outgoing advance of the funds to the community group.



## **9. Total Loan Repayments - Principal**

Repayments of the principal on loans is \$258K under budget YTD, due to the loan for the BPACC not proceeding in timeframe as budgeted.

## **10. Advances to Community Groups**

During the month a Community Group loan was drawn for the Dunsborough Bay Yacht Club for \$25K. Per above, although not possible to predict when these loans will be applied for, the negative variance is 100% offset by the positive variance in proceeds from New Loans.

## **11. Transfer to Restricted Assets**

There is a YTD variance in transfers to Restricted Assets of \$7M as there is no budget for this item.

At the time of budgeting it is not possible to predict what grants will be received in what timeframe, nor when they will be spent and hence potentially transferred to Restricted Assets (or unspent portions thereof). The following grants, totaling \$6.2, have been received and transferred to Restricted Assets for which there was no budgeted transfer:

- \$50K for the Causeway Road Shared Path Project from the Department of Transport;
- \$3M for various roads projects from Main Roads, State Blackspot Fund, the Regional Roads Program and the Road Safety Innovation Fund;
- \$80K for the Dunsborough youth space project from the Department of Primary Industries and Regional Development;
- \$54K from Lotterywest for the Strengthening & Adapting Organisations program;
- \$526K from DFES for the Mitigation Activity Fund and shared costs of the Emergency Services Manager;
- \$60K from the Federal Government Community Grants Hub for Community Child Care Sustainability programs;
- \$11K from the South West Catchment Council - National Landcare Program for the planting of 4,000 seedlings;
- \$20K from Australia's South West to fund an aviation research report for the Recovery for Regional Tourism Project Control Group;
- \$100K from the Department of Primary Industries & Regional Development for the expansion of the CCTV network;
- \$25K from Rio Tinto for Youth Development Services;
- \$4.9K from the Busselton Senior Citizens to go towards the expansion project;
- \$137K from the Department of Industry, Science, Energy and Resources for improvements to safety and accessibility at the airport;
- \$100K from the Southwest Development Corporation to develop a training and marketing campaign to build a pool of skilled hospitality workers in the region;
- \$330K from the Department of Primary Industries & Regional Development's Community Stewardship Program, for the removal of sediment in the lower Vasse river;
- \$250K from Rio Tinto for the BPACC project;
- \$30K from the Department of Primary Industries & Regional Development's Small Grants Program 2021 for the upgrade of the women's change rooms at Bovell Sports Park;

- \$150K from the WA Waste Authority for the “Tip Shop” development;
- \$30.8K from the Department of Local Government, Sport and Cultural Industries for the “Creative Art for Heart” initiative; and
- \$17.4K from the Department of Transport, from the RADS program, for the perimeter fencing at the airport.

Developer contributions, deposits and bonds are inherently hard to predict and budget for. An annual amount of \$22K was budgeted for later in the year, however \$1.5M has been received YTD, including \$428K for road works bonds and \$530K for caravan park deposits.

## **12. Transfer from Restricted Assets**

YTD there has been \$2.7M transferred from Restricted Assets into the Municipal Account. This was mainly attributable to \$605K of Bushfire Mitigation Activity funds that did not need to be restricted, \$200K from Department of Primary Industries & Regional Development used for CCTV expansion and training of hospitality workers, \$40K from Department of Education & Training for traineeships and \$1.9M of various roadworks grant & bond funding that has been utilised.

## **13. Transfer from Reserves**

The YTD variance of \$475K less being transferred from reserve to the municipal account is due to non-completion of certain reserve funded activities. The main contributor being the Fourth Street Sea Wall project, with those funds to now be directed to a slightly different sea wall project in the same area.

## **Investment Report**

Pursuant to the Council’s Investment Policy, a report is to be provided to the Council on a monthly basis, detailing the investment portfolio in terms of performance and counterparty percentage exposure of total portfolio. The report is also to provide details of investment income earned against budget, whilst confirming compliance of the portfolio with legislative and policy limits.

As at 31<sup>st</sup> December 2021 the value of the City’s invested funds are \$91.9M, down from \$94.4M as at 30<sup>th</sup> November 2021.

The decrease is due to a withdrawal of \$2.5M from the 11am account (an intermediary account which offers immediate access to the funds compared to the term deposits and a higher rate of return compared to the cheque account) to provide funds for standard operations.

As at 31<sup>st</sup> December 2021 the 11AM account balance is \$4.0M, down from \$6.5M as at 30<sup>th</sup> November 2021 due to the above withdrawal.

During the month of December four term deposits totalling the amount of \$14M matured. These were renewed for a further 113 days at 0.33% on average.

The official cash rate remains steady for the month of December at 0.10%. This will continue to have an impact on the City’s interest earnings for the foreseeable future.

## **Borrowings Update**

During the month a Community Group loan was drawn for the Dunsborough Bay Yacht Club for \$25K. The attached Loan Schedule outlines the status of all existing loans as at December YTD.

**Chief Executive Officer – Corporate Credit Card**

Details of transactions made on the Chief Executive Officer's corporate credit card during December 2021 are provided below to ensure there is appropriate oversight and awareness.

Date	Payee	Description	\$ Amount
16/12/21	SANCTUARY GOLF RESORT	MEAL -SOUTHWEST CEO MEETING	35.70
21/12/21	ESPLANADE HOTEL, BUSSELTON	SMG CHRISTMAS LUNCH	254.80
		<b>TOTAL</b>	<b>\$290.50</b>

**Donations & Contributions Received**

During the month no donations or contributions were received.

**Statutory Environment**

Section 6.4 of the Act and Regulation 34 of the Regulations detail the form and manner in which a local government is to prepare financial activity statements.

**Relevant Plans and Policies**

There are no relevant plans or policies to consider in relation to this matter.

**Financial Implications**

Any financial implications are detailed within the context of this report.

**Stakeholder Consultation**

No external stakeholder consultation was required or undertaken in relation to this matter.

**Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. No risks of a medium or greater level have been identified.

**Options**

The Statements of Financial Activity are presented in accordance with Section 6.4 of the Act and Regulation 34 of the Regulations and are to be received by Council. Council may wish to make additional resolutions as a result of having received these reports.

**CONCLUSION**

As at 31 December 2021, the City's net current position stands at \$25.1M. The City's financial performance is considered satisfactory, and cash reserves remain strong.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not applicable.



# CITY OF BUSSELTION - INVESTMENT PERFORMANCE REPORT For the month of December 2021



## 11am Bank Account As at 31 December 2021

INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	0.00%	\$ 4,000,000

## Term Deposits - Miscellaneous Funds As at 31 December 2021

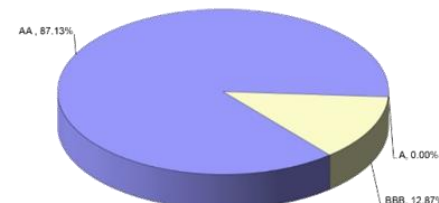
INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
ANZ	AA	304	14-May-22	0.40%	\$ 3,500,000
Westpac	AA	243	22-Jun-22	0.20%	\$ 1,501,572
Westpac	AA	184	17-Feb-22	0.20%	\$ 1,500,000
Bendigo	BBB	181	23-Mar-22	0.25%	\$ 3,000,000
Westpac	AA	153	06-Apr-22	0.32%	\$ 5,000,000
NAB	AA	210	22-Feb-22	0.30%	\$ 4,000,000
NAB	AA	180	02-Mar-22	0.25%	\$ 2,000,000
Westpac	AA	90	24-Mar-22	0.31%	\$ 3,000,000
Westpac	AA	215	24-Feb-22	0.24%	\$ 2,000,000
Westpac	AA	153	29-Jan-22	0.20%	\$ 4,000,000
NAB	AA	151	19-Apr-22	0.36%	\$ 4,000,000
ANZ	AA	90	24-Mar-22	0.26%	\$ 3,000,000
ANZ	AA	151	25-Apr-22	0.28%	\$ 2,000,000
ANZ	AA	153	26-Jan-22	0.32%	\$ 4,000,000
WBC	AA	181	10-Mar-22	0.22%	\$ 4,000,000
NAB	AA	120	05-Apr-22	0.43%	\$ 3,000,000
NAB	AA	210	02-Jun-22	0.36%	\$ 3,000,000
NAB	AA	180	02-Feb-22	0.26%	\$ 4,000,000
ANZ	AA	184	10-Feb-22	0.34%	\$ 2,000,000
ANZ	AA	122	10-Jan-22	0.31%	\$ 2,000,000
ANZ	AA	151	10-Mar-22	0.25%	\$ 3,000,000
CBA	AA	365	29-Sep-22	0.41%	\$ 5,000,000
MeBank	BBB	180	28-Mar-22	0.40%	\$ 2,000,000
MeBank	BBB	210	27-Apr-22	0.40%	\$ 2,000,000
BoQ	BBB	212	29-Apr-22	0.40%	\$ 2,000,000
BoQ	BBB	243	30-May-22	0.40%	\$ 2,000,000
ANZ	AA	273	29-Jun-22	0.39%	\$ 4,000,000
ANZ	AA	242	29-May-22	0.37%	\$ 2,000,000
CBA	AA	152	28-Feb-22	0.33%	\$ 3,000,000

Total of Term Deposits \$ 85,501,572

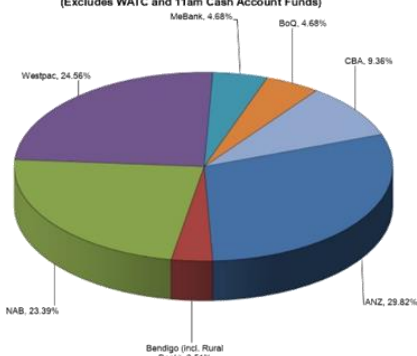
Weighted Average Annual Rate of Return 0.32%

## Investment Graphs

Summary of Term Deposits by S & P Rating  
(Excludes WATC and 11am Cash Account Funds)



Summary of Term Deposits by Institution  
(Excludes WATC and 11am Cash Account Funds)



## Airport Redevelopment Funds As at 31 December 2021

WA Treasury Corp. - Overnight Cash Deposit Facility	0.05%	\$ 1,639,393
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Total of Airport Redevelopment Funds - WATC \$ 1,639,393

Total of Airport Redevelopment Funds - Bank Term Deposits Nil \$0

ANZ Cash Account	AA	NA	NA	0.00%	\$ 784,422
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Total of Airport Redevelopment Funds - Other \$ 784,422

Total of Airport Redevelopment Funds \$ 2,423,815

Interest Received 2015/16	\$ 609,666
Interest Received 2016/17	\$ 1,158,623
Interest Received 2017/18	\$ 631,835
Interest Received 2018/19	\$ 121,836
Interest Received 2019/20	\$ 43,093
Interest Received 2020/21	\$ 2,267
Interest Received 2021/22	\$ 346
Interest Accrued but not yet Received	\$ 70

Total Interest Airport Funds (Non-Reserve) at month's end \$ 2,567,736

Interest Transferred out and held in City Reserve Account 136 \$ 1,085,630

Interest Transferred out to Municipal Funds \$ 24,235

Interest Earned (incl. Accrued) on Funds Held in City Reserve A/c 136 \$ 80,447

(Note: Funds held with the WATC are in accordance with the Airport Redevelopment Funding Contract and the Foreshore Development Contract and are not held within the requirements of the City's Investment Policy 218)

## SUMMARY OF ALL INVESTMENTS HELD As at 1 year ago As at 30 June 2021 As at 31 December 2021

11am Bank Account	\$ 6,000,000	\$ 9,500,000	\$ 4,000,000
Term Deposits - Misc. Funds	\$ 78,500,000	\$ 65,500,000	\$ 85,501,572
Foreshore Development Funds - WATC	\$ -	\$ -	\$ -
Airport Redevelopment - WATC Deposits	\$ 1,638,573	\$ 1,639,048	\$ 1,639,393
Airport Redevelopment - Bank Term Deposits	\$ -	\$ -	\$ -
Airport Redevelopment - ANZ Cash A/c	\$ 1,158,221	\$ 784,422	\$ 784,422
Total of all Investments Held	\$ 87,296,794	\$ 77,423,471	\$ 91,925,387

TOTAL INTEREST RECEIVED AND ACCRUED \$ 247,967 \$ 400,095 \$ 104,941

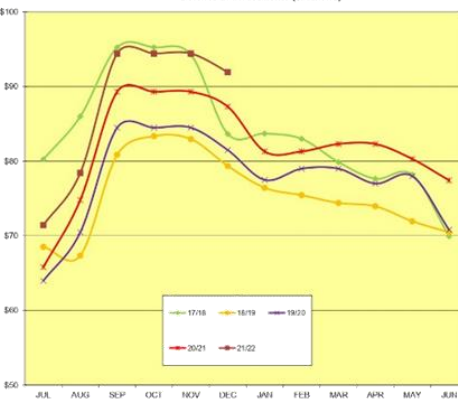
INTEREST BUDGET \$ 305,892 \$ 652,934 \$ 117,438

(Note: Interest figures relate to City general funds only and does not include interest allocated to specific areas such as the Airport Redevelopment)

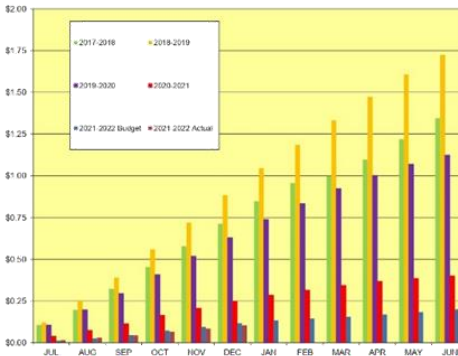
## Statement of Compliance with Council's Investment Policy 218

1. All funds are to be invested within legislative limits. **Fully Compliant**
2. All individual funds held within the portfolio are not to exceed a set percentage of the total portfolio value. **Fully Compliant**
3. The amount invested based upon the Fund's Rating is not to exceed the set percentages of the total portfolio. **Fully Compliant**
4. The amount invested based upon the Investment Horizon is not to exceed the set percentages of the total portfolio. **Fully Compliant**

Balance of Investments (\$millions)



Interest Earned on Investments (\$millions)



City of Busseton  
Loan Schedule - as at 31st December 2021

Purpose	Loan Number	Institution	Budgeted Interest Rate	Term (Years)	Expiry	Actual Interest Rate	2021/22 Actual New Loans	2021/22 Actual Principal Repayments	2021/22 Actual Balance of Principal Owning	2021/22 Actual Interest Repayments	Budget Principal 1 July 2021	2021/22 Budget New Loans	2021/22 Budget Principal Repayments	Budget Principal Outstanding 30 June 2022	2021/22 Budget Interest Repayments
			%			%	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Council Loans</b>															
<b>Administration</b>															
Civic and Administration Centre	207	WATC	4.51	20	Jun-34	4.51		383,088	12,986,819	299,344	13,369,907	-	(774,864)	12,595,043	(590,000)
<b>Other Property and Services</b>															
Lot 40 Vasse Highway	210	WATC	3.61	10	Dec-25	3.61		-	850,000	15,343	850,000	-	-	850,000	(30,685)
<b>Recreation and Culture</b>															
Geothermal Heating GLC	202	WATC	3.98	10	Jun-23	3.98		30,177	94,201	2,326	124,379	-	(60,958)	63,421	(4,048)
Busselton Foreshore	204	WATC	4.36	15	Jun-29	4.36		35,784	641,231	14,565	677,015	-	(72,352)	604,663	(28,346)
GLC Extensions	205	WATC	3.92	10	Jun-24	3.92		65,328	346,454	7,752	411,782	-	(131,942)	279,840	(14,218)
Busselton Foreshore	209	WATC	3.45	12	Jun-27	3.45		272,461	3,338,532	63,069	3,610,993	-	(549,793)	3,061,200	(121,266)
Busselton Foreshore	211	WATC	2.55	8	Oct-24	2.55		190,781	1,197,039	17,089	1,387,820	-	(384,003)	1,003,817	(31,737)
Busselton Foreshore Jetty Precinct	215	WATC	3.25	10	Apr-28	3.25		117,634	1,715,025	29,781	1,832,659	-	(237,180)	1,595,480	(57,650)
Tennis Club Facility	216	WATC	3.25	10	Apr-28	3.25		129,398	1,886,528	32,759	2,015,925	-	(260,898)	1,755,027	(63,415)
Lot 10 Commonage Road	217	WATC	3.25	10	Apr-28	3.25		75,286	1,097,616	19,060	1,172,902	-	(151,795)	1,021,107	(36,896)
Busselton Tennis Club	218	WATC	2.21	10	Jun-29	2.21		58,890	965,857	11,161	1,024,747	-	(118,433)	906,314	(21,670)
Performing Arts / Convention Centre	New	WATC	2.02								-	5,000,000	(143,468)	4,856,532	(50,139)
Performing Arts / Convention Centre	New	WATC	1.46								-	5,000,000	(467,852)	4,532,148	(70,446)
<b>Transport</b>															
Land Acquisition for Parking	203	WATC	4.19	8	Sep-21	4.19		40,142	-	420	40,142	-	(40,142)	-	(420)
Airport Jet A1 Installation	206	WATC	3.92	10	Jun-24	3.92		19,054	101,049	2,261	120,103	-	(38,483)	81,620	(4,147)
Airport Freight Hub Stage 1	219	WATC	2.21	10	Jun-29	2.21		69,726	1,143,575	13,215	1,213,301	-	(140,225)	1,073,076	(25,657)
							-	1,487,749	26,363,926	528,144	27,851,675	10,000,000	(3,572,388)	34,279,287	(1,150,740)
<b>Self-Supporting Loans</b>															
<b>Recreation and Culture</b>															
Busselton Football and Sportsman's Club	208	WATC	2.93	10.25	Apr-25	2.93		1,514	11,241	181	12,756	-	(3,051)	9,705	(340)
Dunsborough and Districts Country Club	212	WATC	3.04	10	May-27	3.04		5,551	66,927	1,102	72,479	-	(11,187)	61,291	(2,119)
Geographe Bay Yacht Club	213	WATC	3.04	10	May-27	3.04		4,870	58,708	966	63,578	-	(9,813)	53,764	(1,859)
Dunsborough and Districts Country Club	214	WATC	3.19	10	Sep-27	3.19		5,265	70,125	1,202	75,390	-	(10,613)	64,777	(2,321)
Busselton Tennis Club	220	WATC	1.37	7	Sep-26	1.37		3,493	34,407	254	37,900	-	(7,011)	30,889	(483)
Busselton Hockey Club Stadium	221	WATC	1.31	10	Jun-30	1.31		2,144	38,675	264	40,819	-	(4,302)	36,517	(514)
Busselton Golf Club	222	WATC	1.45	10	Jun-31	1.45		5,130	104,870	915	110,000	-	(10,297)	99,703	(1,666)
Dunsborough Bay Yacht Club (part of Community Group 21/22 budget)	223	WATC	2.77	5	Dec-26	1.57	25,000		25,000		-	25,000	(2,413)	22,587	(239)
Community Groups 21/22 \$200K (remaining portion of budget)	New	WATC	2.77								-	175,000	(6,802)	168,198	(1,441)
<b>Economic Services</b>															
Geographe Bay Tourism Association	201	WATC	4.76	10	Sep-21	4.76		3,100	-	37	3,100	-	(3,100)	-	(37)
MRBTA - Ancient Lands Discovery Park	New	WATC	2.77								-	1,250,000	(23,576)	1,226,424	(17,231)
Jetty AUDC	New	WATC	2.77								-	4,000,000	(174,868)	3,825,132	(54,797)
							25,000	31,067	409,954	4,921	416,021	5,450,000	(267,033)	5,598,988	(83,048)
<b>Total - Council and Self-supporting Loans</b>							25,000	1,518,816	26,773,879	533,065	28,267,696	15,450,000	(3,839,421)	39,878,275	(1,233,787)

## City of Busselton

## Statement of Financial Activity

## Year to Date As At 31st December 2021

	2021/2022 Actual YTD	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2021/22 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
<b>Revenue from Ordinary Activities</b>						
Rates	54,728,845	54,655,725	54,655,725	54,933,780	54,933,780	0.13%
Operating Grants, Subsidies and Contributions	2,142,783	2,146,317	2,146,317	4,730,088	4,730,088	-0.16%
Fees & Charges	13,029,693	12,350,454	12,287,881	18,102,218	18,102,218	5.50%
Other Revenue	355,662	173,677	173,677	414,950	414,950	104.78%
Interest Earnings	464,287	453,085	453,085	609,250	609,250	2.47%
	<b>70,721,270</b>	<b>69,779,258</b>	<b>69,716,685</b>	<b>78,790,286</b>	<b>78,790,286</b>	<b>1.35%</b>
<b>Expenses from Ordinary Activities</b>						
Employee Costs	(17,030,072)	(17,625,783)	(17,612,252)	(34,562,209)	(34,562,209)	3.38%
Materials & Contracts	(7,556,019)	(9,314,319)	(9,445,790)	(20,245,296)	(20,245,296)	18.88%
Utilities (Gas, Electricity, Water etc)	(1,103,808)	(1,262,415)	(1,262,415)	(2,774,773)	(2,774,773)	12.56%
Depreciation on non current assets	(12,087,849)	(12,562,478)	(12,562,478)	(24,957,238)	(24,957,238)	3.78%
Insurance Expenses	(783,825)	(777,606)	(777,606)	(777,707)	(777,707)	-0.80%
Other Expenditure	(1,624,424)	(3,279,641)	(3,312,973)	(9,685,100)	(9,685,100)	50.47%
Allocations	464,574	844,429	844,429	2,167,220	2,167,220	44.98%
	<b>(39,721,422)</b>	<b>(43,977,813)</b>	<b>(44,129,085)</b>	<b>(90,835,103)</b>	<b>(90,835,103)</b>	<b>9.68%</b>
<b>Borrowings Cost Expense</b>						
Interest Expenses	(555,401)	(592,456)	(592,456)	(1,262,247)	(1,262,247)	6.25%
	<b>(555,401)</b>	<b>(592,456)</b>	<b>(592,456)</b>	<b>(1,262,247)</b>	<b>(1,262,247)</b>	<b>6.25%</b>
Non-Operating Grants, Subsidies and Contributions	822,048	8,425,155	8,425,155	34,850,687	34,846,780	-90.24%
Profit on Asset Disposals	0	15,498	15,498	46,714	46,714	-100.00%
Loss on Asset Disposals	(7,278)	(35,697)	(35,697)	(65,149)	(65,149)	79.61%
	<b>814,770</b>	<b>8,404,956</b>	<b>8,404,956</b>	<b>34,832,252</b>	<b>34,828,345</b>	<b>-90.31%</b>
<b>Net Result</b>	<b>31,259,217</b>	<b>33,613,945</b>	<b>33,400,100</b>	<b>21,525,188</b>	<b>21,521,281</b>	<b>-7.01%</b>
<b>Adjustments for Non-cash Revenue &amp; Expenditure</b>						
Depreciation	12,087,849	12,562,478	12,562,478	24,957,238	24,957,238	
Donated Assets	(728,230)	0	0	(5,600,000)	(5,600,000)	
(Profit)/Loss on Sale of Assets	7,278	20,199	20,199	18,435	18,435	
Allocations & Other Adjustments	(443,987)	0	0	0	0	
Deferred Pensioner Movements (Non-current)	16,712	0	0	0	0	
Recording of Employee Benefit Provisions (NC)	0	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	157,315	0	0	0	0	
Future Obligations Net Movements (NC)	4,585,201	363,864	363,864	(3,055,520)	(3,008,812)	
<b>Capital Revenue &amp; (Expenditure)</b>						
Land & Buildings	(558,928)	(10,761,885)	(10,761,885)	(22,802,632)	(22,838,597)	94.81%
Plant & Equipment	(577,445)	(1,291,000)	(1,291,000)	(2,890,000)	(2,870,000)	55.27%
Furniture & Equipment	(147,665)	(549,191)	(549,191)	(828,800)	(828,800)	73.11%
Infrastructure	(7,758,393)	(17,917,605)	(18,147,545)	(38,537,750)	(38,334,501)	56.70%
Right of Use Assets						
Proceeds from Sale of Assets	0	407,627	407,627	776,071	776,071	-100.00%
Proceeds from New Loans	25,000	0	0	15,450,000	15,450,000	100.00%
Self Supporting Loans - Repayment of Principal	31,067	31,066	31,066	267,033	267,033	0.00%
Total Loan Repayments - Principal	(1,493,816)	(1,751,889)	(1,751,889)	(3,839,418)	(3,839,418)	14.73%
Repayment Capital Lease	(342,248)	(365,278)	(365,278)	(489,199)	(489,199)	6.30%
Advances to Community Groups	(25,000)	0	0	(5,450,000)	(5,450,000)	-100.00%
Transfer to Restricted Assets	(6,974,494)	0	0	(21,740)	(21,740)	-100.00%
Transfer from Restricted Assets	2,657,233	0	0	1,735,682	1,688,974	100.00%
Transfer to Reserves	(10,959,492)	(10,923,439)	(10,923,439)	(22,109,232)	(22,109,232)	-0.33%
Transfer from Reserves	1,852,060	2,326,832	2,326,832	39,544,446	39,381,069	-20.40%
Opening Funds Surplus/ (Deficit)	2,448,380	2,448,380	2,448,380	2,448,380	2,448,380	
<b>Net Current Position - Surplus / (Deficit)</b>	<b>25,117,614</b>	<b>8,214,105</b>	<b>7,770,320</b>	<b>1,098,182</b>	<b>1,118,182</b>	

City of Busselton

Net Current Position

Year to Date As At 31st December 2021

	2021/22 Actual	2021/22 Amended Budget	2021/22 Original Budget	2020/21 Actual
	\$	\$	\$	\$
<b><u>NET CURRENT ASSETS</u></b>				
<b><u>CURRENT ASSETS</u></b>				
Cash - Unrestricted	9,601,874	4,147,819	4,167,819	5,498,018
Cash - Restricted	87,084,132	54,510,283	54,720,367	73,659,438
Sundry Debtors	2,264,979	2,263,362	2,263,362	2,229,605
Rates Outstanding - General	14,901,930	586,388	586,388	586,388
Stock on Hand	923,881	900,000	900,000	936,902
	<u>114,776,796</u>	<u>62,407,852</u>	<u>62,637,936</u>	<u>82,910,351</u>
<b><u>LESS: CURRENT LIABILITIES</u></b>				
Bank Overdraft	0	0	0	0
Sundry Creditors	2,575,050	6,799,387	6,799,387	6,802,533
Obligations Liability (C)	0	4,000,000	4,000,000	3,736,544
Performance Bonds	3,581,797	3,424,482	3,424,482	3,424,482
	<u>6,156,847</u>	<u>14,223,869</u>	<u>14,223,869</u>	<u>13,963,559</u>
Current Position (inclusive of Restricted Funds)	108,619,949	48,183,983	48,414,067	68,946,792
Add: Cash Backed Obligations Liability (C)	0	4,000,000	4,000,000	3,736,544
Add: Cash Backed Liabilities (Deposits & Bonds)	3,581,797	3,424,482	3,424,482	3,424,482
Less: Cash - Restricted Funds	(87,084,132)	(54,510,283)	(54,720,367)	(73,659,438)
<b><u>NET CURRENT ASSET POSITION</u></b>	<u>25,117,614</u>	<u>1,098,182</u>	<u>1,118,182</u>	<u>2,448,380</u>



**City of Busseton**  
**Capital Construction & Acquisition Report**  
**Property, Plant & Equipment, Infrastructure**  
**Year to date as at 31st December 2021**

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
	\$	\$	\$	\$	\$	%
>> Property, Plant & Equipment						
<b>Land</b>						
10610 Property Services Administration	2,599	25,002	25,002	50,000	50,000	-89.61%
	2,599	25,002	25,002	50,000	50,000	-89.61%
<b>Buildings</b>						
<b>Major Projects</b>						
<b>Major Project - Dunsborough Foreshore</b>						
B9614 Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom Fac.	10,425	75,000	75,000	1,300,000	1,300,000	-86.10%
	10,425	75,000	75,000	1,300,000	1,300,000	-86.10%
<b>Major Project - Administration Building</b>						
B9012 Civic and Administration Building Replacement of Cladding	1,004	40,000	40,000	500,000	500,000	-97.49%
	1,004	40,000	40,000	500,000	500,000	-97.49%
<b>Buildings (Other)</b>						
B9200 Mosquito Control Storage Shed	1,210	0	0	95,000	95,000	0.00%
B9300 Aged Housing Capital Improvements - Winderup	32,588	40,600	40,600	81,200	81,200	-19.73%
B9301 Aged Housing Capital Improvements - Harris Road	2,662	36,500	36,500	73,000	73,000	-92.71%
B9302 Aged Housing Capital Improvements - Winderup Court (City)	0	66,600	66,600	81,600	81,600	-100.00%
B9407 Busseton Senior Citizens	105,250	111,750	111,750	111,750	111,750	-5.82%
B9538 Weld Theatre	0	0	0	130,000	130,000	0.00%
B9591 Performing Arts Convention Centre	21,945	9,210,455	9,210,455	18,420,297	18,420,297	-99.76%
B9596 GLC Building Improvements	67,999	142,568	142,568	285,150	285,150	-52.30%
B9605 Energy Efficiency Initiatives (Various Buildings)	90,791	137,910	137,910	187,100	187,100	-34.17%
B9608 Demolition Allocation (Various Buildings)	0	0	0	25,000	25,000	0.00%
B9610 Old Butter Factory	17,991	4,000	4,000	6,000	6,000	349.77%
B9611 Smiths Beach New Public Toilet	0	250,000	250,000	250,000	250,000	-100.00%
B9612 Churchill Park Renew Sports Lights	73,562	212,850	212,850	212,850	212,850	-65.44%
B9613 CCTV Installation	29,921	0	0	50,000	50,000	0.00%
B9615 Naturaliste Community Centre AMP	(495)	28,800	28,800	72,000	72,000	-101.72%
B9616 Buildings Asset Management Plan High Use Allocation	52,336	30,000	30,000	150,000	150,000	74.45%
B9617 Buildings AMP Renewal Allocation - Meelup Ablution	7,386	40,000	40,000	200,000	200,000	-81.54%
B9619 Railway House Public Ablution Improvements	15,822	14,000	14,000	14,000	14,000	13.01%
B9620 YCAB/ SLSC Improvements	6,017	9,000	9,000	19,000	19,000	-33.15%
B9621 Bovell Construction of Changerooms	0	0	0	90,000	90,000	0.00%
B9622 Dunsborough Youth Centre Building Construction	15,604	0	0	80,000	80,000	0.00%
B9711 Busseton Airport - Building	0	12,200	12,200	12,200	12,200	-100.00%
B9717 Airport Construction, Existing Terminal Upgrade	0	39,650	39,650	46,485	46,485	-100.00%
B9720 BMRA Hangars	0	210,000	210,000	210,000	210,000	-100.00%
B9808 Busseton Jetty Tourist Park Upgrade	4,314	25,000	25,000	50,000	50,000	-82.75%
	544,900	10,621,883	10,621,883	20,952,632	20,988,597	-94.87%
<b>Total Buildings</b>	<b>556,330</b>	<b>10,736,883</b>	<b>10,736,883</b>	<b>22,752,632</b>	<b>22,788,597</b>	<b>-94.82%</b>
<b>Plant &amp; Equipment</b>						
10250 Information & Communication Technology Services	0	0	0	40,000	40,000	0.00%
10372 Dunsborough Cemetery	0	20,000	20,000	20,000	20,000	-100.00%
10380 Busseton Library	31,805	40,000	40,000	40,000	40,000	-20.49%
10540 Recreation Administration	0	40,000	40,000	40,000	40,000	-100.00%
10610 Property Services Administration	0	35,000	35,000	35,000	35,000	-100.00%
10630 Economic and Business Development Administration	0	75,000	75,000	75,000	75,000	-100.00%
10810 Statutory Planning	0	35,000	35,000	35,000	35,000	-100.00%
10830 Environmental Management Administration	34,507	35,000	35,000	35,000	35,000	-1.41%
10920 Environmental Health Services Administration	0	40,000	40,000	40,000	40,000	-100.00%
10950 Animal Control	0	0	0	50,000	50,000	0.00%
11000 Engineering & Works Services Support	50,332	50,000	50,000	50,000	50,000	0.66%
11101 Engineering Services Administration	0	35,000	35,000	35,000	35,000	-100.00%
11107 Engineering Services Design	0	140,000	140,000	185,000	185,000	-100.00%
11151 Airport Operations	0	15,000	15,000	15,000	15,000	-100.00%
11202 Building Facilities - Weather Station Installations	0	0	0	20,000	0	0.00%
11401 Transport - Workshop	0	10,000	10,000	10,000	10,000	-100.00%
11402 Plant Purchases (P10)	420,639	446,000	446,000	896,000	896,000	-5.69%
11403 Plant Purchases (P11)	40,161	50,000	50,000	579,000	579,000	-19.68%
11404 Plant Purchases (P12)	0	185,000	185,000	515,000	515,000	-100.00%
11407 P&E - P&G Smart Technologies	0	0	0	100,000	100,000	0.00%
11500 Operations Services Administration	0	40,000	40,000	75,000	75,000	-100.00%
	577,445	1,291,000	1,291,000	2,890,000	2,870,000	-55.27%
<b>Furniture &amp; Office Equipment</b>						
10250 Information & Communication Technology Services	87,576	220,891	220,891	441,800	441,800	-60.35%
10380 Busseton Library	25,987	21,150	21,150	21,150	21,150	22.87%
10558 Events	0	200,000	200,000	200,000	200,000	-100.00%

City of Busselton  
Capital Construction & Acquisition Report  
Property, Plant & Equipment, Infrastructure  
Year to date as at 31st December 2021

Description	2020/21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
10590 Naturaliste Community Centre	16,326	43,300	43,300	60,000	60,000	-62.30%
10591 Geographe Leisure Centre	0	0	0	30,000	30,000	0.00%
10625 Art Geo Administration	0	10,000	10,000	10,000	10,000	-100.00%
10900 Cultural Planning	0	13,400	13,400	25,400	25,400	-100.00%
B1000 Administration Building- 2-16 Southern Drive	0	14,000	14,000	14,000	14,000	-100.00%
B1350 Churchill Park- Other Buildings	0	26,450	26,450	26,450	26,450	-100.00%
B1450 Depot Building-Busselton	17,776	0	0	0	0	0.00%
	147,665	549,191	549,191	828,800	828,800	-73.11%
<b>Sub-Total Property, Plant &amp; Equipment</b>	<b>1,284,038</b>	<b>12,602,076</b>	<b>12,602,076</b>	<b>26,521,432</b>	<b>26,537,397</b>	<b>-89.81%</b>
<b>&gt;&gt; Infrastructure</b>						
<b>Roads</b>						
S0026 Payne Road	2,250	15,000	15,000	30,000	30,000	-85.00%
S0048 Bussell Highway	375,793	634,600	634,600	1,197,100	1,197,100	-40.78%
S0070 Peel & Queen Street Roundabout Service Relocation	47,720	610,500	610,500	610,500	610,500	-92.18%
S0072 Kaloourup Road - Reconstruct and Seal Shoulders	104,153	130,300	130,300	130,300	130,300	-20.07%
S0076 Kaloourup Road (Stage 1)	136,300	348,426	348,426	979,550	979,550	-60.88%
S0077 Ludlow-Hithergreen Stage 2 Reconstruct & Widen	82,380	90,002	90,002	360,000	360,000	-8.47%
S0078 Sugarloaf Road	54,543	301,500	603,000	1,206,000	1,206,000	-81.91%
S0321 Yoongarillup Road - Second Coat Seal	0	25,000	25,000	100,000	100,000	-100.00%
S0329 Georgette Street Reconstruction	(3,658)	0	0	0	0	0.00%
S0330 Hakea Way Asphalt Overlay	(3,088)	0	0	0	0	0.00%
S0331 Barracks Drive Spray Seal	355	32,744	32,744	130,980	130,980	-98.92%
S0332 Inlet Drive Spray Seal	0	11,749	11,749	47,000	47,000	-100.00%
S0333 Chapman Crescent Spray Seal	0	19,500	19,500	78,000	78,000	-100.00%
S0334 Chapman Hill Road	1,825	748,000	748,000	1,496,000	1,496,000	-99.76%
S0335 Kaloourup Road	1,560	240,950	240,950	481,900	481,900	-99.35%
S0336 Wildwood Road	1,184,133	937,750	937,750	1,875,500	1,875,500	26.27%
T0020 Capel Tutunup Road	16,205	0	0	0	0	0.00%
W0007 Causeway Road - Molloy Street Intersection	2,400	93,750	93,750	375,000	375,000	-97.44%
W0050 Gale Street	1,955	0	0	0	0	0.00%
W0067 Ford Road Reconstruct and Asphalt Overlay	36,909	0	0	0	0	0.00%
W0075 Ludlow Hithergreen Road	6,822	14,248	14,248	57,000	57,000	-52.12%
W0078 North Jindong Road	1,166	0	0	0	0	0.00%
W0114 Wonnerup South Road	0	17,498	17,498	70,000	70,000	-100.00%
W0121 Geographe Bay Road Quindalup	(10,161)	0	0	0	0	0.00%
W0231 Carey Street - Asphalt Overlay & Kerb	392	0	0	0	0	0.00%
W0246 Barnard Park East Foreshore Stage 2 Capital Works	213,244	200,000	200,000	403,000	403,000	6.62%
W0254 Bird Crescent Asphalt Overlay	(9,402)	0	0	0	0	0.00%
W0258 Jingarie Place Reconstruction	(23,495)	0	0	0	0	0.00%
W0262 Yallingup Siding Road Resheet	640	0	0	0	0	0.00%
W0264 Caves Road - Median Crossing	1,637	20,350	20,350	20,350	20,350	-91.96%
W0265 Seascope Rise - Road Safety Upgrade	176	113,925	113,925	236,000	236,000	-99.85%
W0266 Layman Road Pull Over Bay	(6,318)	0	0	0	0	0.00%
W0267 Road Safety Signage Infrastructure	700	30,250	30,250	30,250	30,250	-97.69%
W0268 Boallia Road Reconstruct and Widen	8,519	201,000	201,000	804,000	804,000	-95.76%
W0269 Dunsborough Lakes Drive Asphalt Overlay	26,124	32,500	32,500	130,000	130,000	-19.62%
W0270 Geographe Bay Road (Mann Street End) Asphalt Overlay	145,909	64,750	64,750	259,000	259,000	125.34%
W0271 Gifford Road Reconstruction	6,238	83,500	83,500	334,000	334,000	-92.53%
W0273 Monaghans Way Asphalt Overlay	18,621	31,126	31,126	124,500	124,500	-40.18%
W0274 Rendezvous Road Spray Seals	16,218	141,250	141,250	565,000	565,000	-88.52%
W0275 Sayers Street Asphalt Overlay	8,679	10,874	10,874	43,500	43,500	-20.19%
W0276 Cape Naturaliste Road - School Warden Crossing Upgrade	48,272	15,000	15,000	60,000	60,000	221.82%
W0277 Commonage & Hayes Road intersection Safety works	132	10,252	10,252	41,000	41,000	-98.71%
W0278 Florence Road Resheet	6,644	2,500	2,500	10,000	10,000	165.78%
W0279 Hanaby Road Resheet	39,562	6,550	6,550	26,200	26,200	504.00%
W0280 Jacka Road Resheet	21,182	5,002	5,002	20,000	20,000	323.47%
W0281 Williamson Road Resheet	34,494	8,256	8,256	33,000	33,000	317.81%
W0282 Wilyabrup Road Resheet	92,627	19,752	19,752	79,000	79,000	368.95%
W0284 Haag Road Resheet	72,495	19,952	19,952	79,800	79,800	263.35%
W0285 Peel Terrace Butter Factory Pedestrian Refuge Construction	495	0	0	0	0	0.00%
	2,763,348	5,288,306	5,589,806	12,523,430	12,523,430	-47.75%
<b>Bridges</b>						
A0006 Roy Road - Bridge Construction - Bridge 3373A	0	0	0	87,000	87,000	0.00%
A0008 Layman Road Bridge - 3438	0	0	0	234,000	234,000	0.00%
A0014 Bussell Highway - 0241	0	744,000	744,000	744,000	744,000	-100.00%
A0022 Yallingup Beach Road Bridge - 3347	0	700,000	700,000	700,000	700,000	-100.00%
A0023 Kaloourup Road Bridge - 3381	0	0	0	975,000	975,000	0.00%
A0024 Boallia Road Bridge - 4854	0	0	0	1,009,000	1,009,000	0.00%
A0025 Tuart Drive Bridge 0238	0	0	0	3,010,989	3,010,989	0.00%
A0026 Gale Road Bridge 3408A	0	0	0	90,000	90,000	0.00%
A0200 Donated Bridges	0	0	0	0	0	0.00%

**City of Busselton**  
**Capital Construction & Acquisition Report**  
**Property, Plant & Equipment, Infrastructure**  
**Year to date as at 31st December 2021**

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
<b>Car Parks</b>	0	1,444,000	1,444,000	6,849,989	6,849,989	-100.00%
C0043 Administration Building Carpark	50,737	33,000	33,000	33,000	33,000	53.75%
C0044 Meelup Coastal Nodes - Carpark upgrade	(2,752)	0	0	0	0	0.00%
C0047 Dunsborough Town Centre Carparking	317	60,000	60,000	240,000	240,000	-99.47%
C0050 Forth Street Groyne Carpark - Formalise and Seal	7,518	53,450	53,450	53,450	53,450	-85.93%
C0053 Car Parking - Rear of Hotel Site 1	16,352	33,850	33,850	33,850	33,850	-51.69%
C0054 Barnard East Car Parking	95,305	104,950	104,950	104,950	104,950	-9.19%
C0055 Barnard Park East Foreshore Car Parking	240,790	292,350	292,350	292,350	292,350	-17.64%
C0056 Hotel Site 2 Carpark	720	0	0	230,000	230,000	0.00%
C0064 Dunsborough Lakes Sporting Precinct (Stage 1) - Carparking,	0	800,000	800,000	800,000	800,000	-100.00%
C0065 Meelup Coastal Parking & Landscaping	39,275	43,260	43,260	173,000	173,000	-9.21%
	448,262	1,420,860	1,420,860	1,960,600	1,960,600	-68.45%
<b>Footpath and Cycleways</b>						
F0030 Peel Terrace (Footpath Renewal)	234	0	0	0	0	0.00%
F0066 Bussell Highway Footpath Sections	844	0	0	0	0	0.00%
F0067 Beach Road Dunsborough Footpath	9,041	0	0	0	0	0.00%
F0089 Barnard East Footpaths	0	89,050	89,050	89,050	89,050	-100.00%
F0090 DAIP - Disability Access	0	4,250	4,250	17,000	17,000	-100.00%
F0094 Georgette Street	(7,792)	12,950	12,950	12,950	12,950	-160.17%
F0096 Stanley Place	(23,238)	0	0	0	0	0.00%
F0098 Dunsborough Centennial Park Project	0	25,000	25,000	100,000	100,000	-100.00%
F0100 Busselton Foreshore Improvements	36,637	39,650	39,650	39,650	39,650	-7.60%
F0102 Busselton CBD Footpath Renewal	66,494	125,000	125,000	500,000	500,000	-46.80%
F0103 Carey Street Footpath Construction	0	55,000	55,000	220,000	220,000	-100.00%
F0105 End of Trip Footpath Construction	0	2,500	2,500	10,000	10,000	-100.00%
F0106 Wayfinding Signage - Footpath & Cycleways	0	3,000	3,000	12,000	12,000	-100.00%
F0107 Arnup Drive Footpath Construction	326	17,500	17,500	70,000	70,000	-98.14%
F0108 Backhouse / Falkingham Footpath Construction	10,235	2,000	2,000	8,000	8,000	411.77%
F0109 Joseph Drive Footpath Construction	14,238	5,000	5,000	20,000	20,000	184.76%
F0110 Sloan Drive Footpath	0	23,626	23,626	94,500	94,500	-100.00%
F0111 Cook Street Footpath	0	8,312	8,312	33,250	33,250	-100.00%
F0112 Causeway Road Shared Path	2,545	0	0	197,000	197,000	0.00%
F1022 Buayanup Drain Shared Path	396,783	520,800	520,800	520,800	520,800	-23.81%
	506,348	933,638	933,638	1,944,200	1,944,200	-45.77%
<b>Parks, Gardens and Reserves</b>						
<b>Busselton Jetty</b>						
C3497 Busselton Jetty - Capital Expenditure	114,465	408,786	408,786	817,550	817,550	-72.00%
	114,465	408,786	408,786	817,550	817,550	-72.00%
<b>Coastal &amp; Boating</b>						
C0311 Stinger Control	0	45,000	45,000	45,000	45,000	-100.00%
C2512 Sand Re-Nourishment	34,586	40,000	40,000	100,000	100,000	-13.53%
C1511 RBFS Various Grant Applications	2,500	31,800	31,800	31,800	31,800	-92.14%
C2530 Coastal Structures (West Busselton Seawall - Stage 2)	36,169	390,000	390,000	410,000	410,000	-90.73%
C2532 Coastal Adaptation: Mitigation of Coastal Flooding (Drain M)	0	200,000	200,000	200,000	200,000	-100.00%
C2533 Coastal Adaptation: Forth St (Stage 2)	6,761	430,000	430,000	430,000	430,000	-98.43%
	80,016	1,136,800	1,136,800	1,216,800	1,216,800	-92.96%
<b>Waste Services</b>						
C2006 Depot Washdown Facility Upgrades	0	82,500	82,500	82,500	82,500	-100.00%
C3474 Regional Waste Hub Development	0	25,000	25,000	50,000	50,000	-100.00%
C3479 Vidler Road Waste Site Capital Improvements	0	15,000	15,000	50,000	50,000	-100.00%
C3481 Transfer Station Development	19,606	100,000	100,000	200,000	200,000	-80.39%
C3489 Liquid Waste Pond Renewal Works	114,606	230,000	230,000	410,000	410,000	-50.17%
C3491 Busselton Landfill Post-closure Capping, Rehab & Remediation	58,750	500,000	500,000	1,000,000	1,000,000	-88.25%
C3492 City Lined Landfill Stage 2 - Preliminary Works	71,368	0	0	500,000	500,000	0.00%
	264,329	952,500	952,500	2,292,500	2,292,500	-72.25%
<b>Townscape &amp; Vasse River</b>						
C1006 Townscape Street Furniture Replacement - Dunsborough	2,742	10,000	10,000	15,000	15,000	-72.58%
C1012 Townscape Street Furniture Replacement - Busselton	0	5,000	5,000	10,000	10,000	-100.00%
C1026 Townscape Works Dunsborough	30,566	286,218	286,218	1,057,567	1,057,567	-89.32%
C3166 Vasse River Foreshore - Bridge to Bridge	2,440	0	0	28,000	28,000	0.00%
C3238 Vasse River - General Upgrade	0	14,246	14,246	28,500	28,500	-100.00%
C3243 Vasse River - Ongoing Restoration of River Habitat	0	0	0	640,000	640,000	0.00%
	35,748	315,464	315,464	1,779,067	1,779,067	-88.67%
<b>Other P&amp;G Infrastructure</b>						
C1605 Busselton Cemetery Infrastructure Upgrades	1,840	0	0	40,000	40,000	0.00%
C1609 Pioneer Cemetery - Implement Conservation Plan	3,115	5,581	5,581	20,000	20,000	-44.18%
C1610 Dunsborough Cemetery	0	0	0	20,300	20,300	0.00%
C1752 Beach Access Improvements	0	40,000	40,000	40,000	40,000	-100.00%
C1753 Eagle Bay Viewing Platform	2,517	95,450	95,450	95,450	95,450	-97.36%
C3006 Playgrounds General - Replacement of playground equipment	15,416	0	0	25,000	25,000	0.00%
C3007 Park Furniture Replacement - Replace aged & unsafe Equip	353	12,500	12,500	25,000	25,000	-97.18%
C3046 Dunsborough - BMX / Skatebowl	4,999	5,000	5,000	10,000	10,000	-0.02%
C3048 BBQ Placement and Replacement	9,585	5,000	5,000	10,000	10,000	91.69%

City of Busselton  
Capital Construction & Acquisition Report  
Property, Plant & Equipment, Infrastructure  
Year to date as at 31st December 2021

Description	2020/21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
C3116 Dawson Park (Mcintyre St Pos)	69,624	136,650	136,650	182,200	182,200	-49.05%
C3122 Rails to Trails - Continuation of Implementation Plan	313	50,000	50,000	100,000	100,000	-99.37%
C3177 Shade Sail Program	2,495	25,000	25,000	100,000	100,000	-90.02%
C3189 Barnard East Conservation Area	503	15,000	15,000	30,000	30,000	-96.65%
C3193 Cricket Wicket Renewal	0	15,000	15,000	15,000	15,000	-100.00%
C3198 Vasse SAR Area General Improvements to the Area	32,145	26,020	26,020	65,000	65,000	23.54%
C3200 Provenance SAR Area General Improvements to the Area	19,931	0	0	80,000	80,000	0.00%
C3202 Port Geographe Street Light Replacement	22,013	21,550	21,550	21,550	21,550	2.15%
C3203 Port Geographe General Improvements/ Foreshore	1,272	25,438	25,438	50,875	50,875	-95.00%
C3206 Landscaping - Old Busselton Tennis Club Site	(3,392)	0	0	0	0	0.00%
C3207 Barnard East Underground Power	91,996	158,300	158,300	158,300	158,300	-41.89%
C3208 Barnard East Landscaping	1,198	150	150	150	150	698.54%
C3210 McBride Park - POS Upgrade	0	1,389	1,389	1,850	1,850	-100.00%
C3211 Tulloh St (Geographe Bay Road) - POS Upgrade	24,912	66,188	66,188	88,250	88,250	-62.36%
C3213 Cabarita Road - POS Upgrade	0	21,106	21,106	28,150	28,150	-100.00%
C3214 Kingsford Road - POS Upgrade	71,108	136,057	136,057	181,450	181,450	-47.74%
C3215 Monash Way - POS Upgrade	71,797	121,238	121,238	161,850	161,850	-40.78%
C3216 Wagon Road - POS Upgrade	80,046	121,238	121,238	161,650	161,650	-33.98%
C3217 Limestone Quarry - POS Upgrade	119,577	121,238	121,238	161,650	161,650	-1.37%
C3218 Dolphin Road - POS Upgrade	120,184	64,575	64,575	86,100	86,100	86.12%
C3219 Kingfish/ Costello - POS Upgrade	33,514	64,725	64,725	86,300	86,300	-48.22%
C3220 Quindalup Old Tennis Courts Site - POS Upgrade	35,236	36,525	36,525	48,700	48,700	-3.53%
C3223 Dunsborough Non-Potable Water Network	500,464	991,268	991,268	1,486,900	1,486,900	-49.51%
C3224 Dunsborough Nature Based Playground	0	40,000	40,000	40,000	40,000	-100.00%
C3225 Dunsborough Lakes Sporting Precinct (Stage 1)	752,293	1,058,972	1,058,972	2,117,950	2,117,950	-28.96%
C3226 Mitchell Park Upgrade	749,870	836,300	836,300	836,300	836,300	-10.33%
C3227 Barnard Park East Foreshore Landscaping	355,871	351,100	351,100	351,100	351,100	1.36%
C3229 Hotel Site 2 Landscaping	0	0	0	150,000	150,000	0.00%
C3232 Irrigation Renewal	8,211	10,000	10,000	20,000	20,000	-17.89%
C3233 Allan Street Cycleway Lighting	2,107	10,000	10,000	10,000	10,000	-78.93%
C3235 Eastern Link Landscaping	216,885	224,750	224,750	224,750	224,750	-3.50%
C3236 Dunsborough Foreshore Lighting	14,562	20,750	20,750	20,750	20,750	-29.82%
C3237 King Street Landscaping Stage 2	6,900	6,900	6,900	6,900	6,900	0.00%
C3239 Foreshore Busselton - High Street to Carey Street	0	15,000	15,000	20,000	20,000	-100.00%
C3240 Foreshore Yallingup Capital	0	5,000	5,000	10,000	10,000	-100.00%
C3241 Outdoor Spaces (Gen cap alloc for courts, flood lights etc.)	0	100,000	100,000	200,000	200,000	-100.00%
C3244 Dunsborough Lakes Sporting Precinct - Outdoor Courts	569	650,000	650,000	650,000	650,000	-99.91%
C3246 Bovell - Connection of Services	0	0	0	210,000	210,000	0.00%
C3247 King Street POS Shower (inc Dog Shower)	0	5,000	5,000	5,000	5,000	-100.00%
C3248 Beach Shower Morgan Street, Geographe	161	7,500	7,500	7,500	7,500	-97.85%
C3451 Aged Housing Infrastructure (Upgrade)	2,672	15,000	15,000	15,000	15,000	-82.19%
Unidentified donated assets under investigation	8,732	0	0	0	0	0.00%
	3,451,590	5,738,456	5,738,456	8,476,925	8,476,925	-39.85%
	3,946,149	8,552,006	8,552,006	14,582,842	14,582,842	-53.86%
<b>Drainage</b>						
D0009 Busselton LIA - Geocatch Drain Partnership WSUD Improvements	1,511	0	0	30,000	30,000	0.00%
D0025 Carey Street Drainage Upgrade	11,578	70,400	70,400	281,605	281,605	-83.55%
	13,090	70,400	70,400	311,605	311,605	-81.41%
<b>Airport Industrial Parks</b>						
C6010 Airport Fencing Works	26,115	23,235	23,235	23,235	23,235	12.40%
C6087 Airport Construction Stage 2, Landside Civils & Services Inf	26,857	27,372	88,600	27,372	88,600	-1.88%
C6091 Airport Construction Stage 2, Noise Management Plan	0	106,689	25,000	213,377	50,000	-100.00%
C6099 Airport Development - Project Expenses	28,225	51,100	0	101,100	0	-44.77%
	81,197	208,396	136,835	365,084	161,835	-61.04%
<b>Sub-Total Infrastructure</b>	<b>7,758,393</b>	<b>17,917,605</b>	<b>18,147,545</b>	<b>38,537,750</b>	<b>38,334,501</b>	<b>-56.70%</b>
<b>Grand Total - Capital Acquisitions</b>	<b>9,042,431</b>	<b>30,519,681</b>	<b>30,749,621</b>	<b>65,059,182</b>	<b>64,871,898</b>	<b>-70.37%</b>



**City of Busselton**  
**Reserves Movement Report**  
**For The Period Ending 31 December 2021**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>100 Airport Infrastructure Renewal and Replacement Reserve</b>						
Accumulated Reserves at Start of Year	1,471,766.45	1,471,766.45	1,471,766.45	1,471,766.45	1,471,766.45	1,712,272.40
Interest transfer to Reserves	1,947.86	1,387.00	1,387.00	2,928.00	2,928.00	10,393.54
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,377.68
Transfer to Muni	0.00	0.00	0.00	(435,150.00)	(435,150.00)	(252,277.17)
	1,473,714.31	1,473,153.45	1,473,153.45	1,039,544.45	1,039,544.45	1,471,766.45
<b>136 Airport Marketing and Incentive Reserve</b>						
Accumulated Reserves at Start of Year	5,287,407.24	5,287,407.24	5,287,407.24	5,287,407.24	5,287,407.24	4,073,790.64
Interest transfer to Reserves	8,842.18	4,980.00	4,980.00	10,519.00	10,519.00	26,202.80
Transfer from Muni	480,324.00	480,324.00	480,324.00	960,649.00	960,649.00	1,187,413.80
Transfer to Muni	0.00	0.00	0.00	(2,350,000.00)	(2,350,000.00)	0.00
	5,776,573.42	5,772,711.24	5,772,711.24	3,908,575.24	3,908,575.24	5,287,407.24
<b>143 Airport Noise Mitigation Reserve</b>						
Accumulated Reserves at Start of Year	796,147.75	796,147.75	796,147.75	796,147.75	796,147.75	904,896.43
Interest transfer to Reserves	1,070.92	750.00	750.00	1,585.00	1,585.00	5,553.88
Transfer to Muni	0.00	0.00	0.00	(361,927.00)	(198,550.00)	(114,302.56)
	797,218.67	796,897.75	796,897.75	435,805.75	599,182.75	796,147.75
<b>147 Airport Development Reserve</b>						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	1,576.71
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	(199.03)
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(1,377.68)
	0.00	0.00	0.00	0.00	0.00	0.00
<b>148 Airport Existing Terminal Building Reserve</b>						
Accumulated Reserves at Start of Year	206,250.11	206,250.11	206,250.11	206,250.11	206,250.11	122,795.41
Interest transfer to Reserves	351.92	194.00	194.00	411.00	411.00	1,176.70
Transfer from Muni	60,726.00	60,726.00	60,726.00	121,456.00	121,456.00	82,278.00
Transfer to Muni	0.00	0.00	0.00	(12,200.00)	(12,200.00)	0.00
	267,328.03	267,170.11	267,170.11	315,917.11	315,917.11	206,250.11
<b>106 Building Asset Renewal Reserve - General Buildings</b>						
Accumulated Reserves at Start of Year	2,093,333.64	2,093,333.64	2,093,333.64	2,093,333.64	2,093,333.64	1,483,242.45
Interest transfer to Reserves	3,589.12	1,970.00	1,970.00	4,163.00	4,163.00	9,568.91
Transfer from Muni	401,490.00	401,490.00	401,490.00	802,982.00	802,982.00	1,037,148.00
Transfer to Muni	0.00	0.00	0.00	(871,000.00)	(871,000.00)	(436,625.72)
	2,498,412.76	2,496,793.64	2,496,793.64	2,029,478.64	2,029,478.64	2,093,333.64
<b>404 Barnard Park Sports Pavilion Building Reserve</b>						
Accumulated Reserves at Start of Year	71,950.91	71,950.91	71,950.91	71,950.91	71,950.91	41,352.43
Interest transfer to Reserves	119.57	67.00	67.00	142.00	142.00	372.48
Transfer from Muni	16,848.00	16,848.00	16,848.00	33,693.00	33,693.00	30,226.00
Transfer to Muni	0.00	0.00	0.00	(12,500.00)	(12,500.00)	0.00
	88,918.48	88,865.91	88,865.91	93,285.91	93,285.91	71,950.91
<b>405 Railway House Building Reserve</b>						
Accumulated Reserves at Start of Year	56,792.82	56,792.82	56,792.82	56,792.82	56,792.82	36,854.54
Interest transfer to Reserves	92.33	54.00	54.00	114.00	114.00	303.28
Transfer from Muni	10,944.00	10,944.00	10,944.00	21,887.00	21,887.00	19,635.00
Transfer to Muni	0.00	0.00	0.00	(18,600.00)	(18,600.00)	0.00
	67,829.15	67,790.82	67,790.82	60,193.82	60,193.82	56,792.82
<b>406 Youth and Community Activities Building Reserve</b>						
Accumulated Reserves at Start of Year	123,843.84	123,843.84	123,843.84	123,843.84	123,843.84	80,356.10
Interest transfer to Reserves	201.34	117.00	117.00	247.00	247.00	647.74
Transfer from Muni	23,880.00	23,880.00	23,880.00	47,754.00	47,754.00	42,840.00
Transfer to Muni	0.00	0.00	0.00	(30,000.00)	(30,000.00)	0.00
	147,925.18	147,840.84	147,840.84	141,844.84	141,844.84	123,843.84
<b>407 Busselton Library Building Reserve</b>						
Accumulated Reserves at Start of Year	57,065.29	57,065.29	57,065.29	57,065.29	57,065.29	111,021.85
Interest transfer to Reserves	107.76	54.00	54.00	114.00	114.00	347.44
Transfer from Muni	28,530.00	28,530.00	28,530.00	57,063.00	57,063.00	45,696.00
Transfer to Muni	0.00	0.00	0.00	(33,900.00)	(33,900.00)	(100,000.00)
	85,703.05	85,649.29	85,649.29	80,342.29	80,342.29	57,065.29
<b>131 Busselton Community Resource Centre Reserve</b>						
Accumulated Reserves at Start of Year	324,998.61	324,998.61	324,998.61	324,998.61	324,998.61	272,693.17
Interest transfer to Reserves	487.56	306.00	306.00	646.00	646.00	2,011.12
Transfer from Muni	48,150.00	48,150.00	48,150.00	96,305.00	96,305.00	86,394.00
Transfer to Muni	0.00	0.00	0.00	(37,550.00)	(37,550.00)	(36,099.68)
	373,636.17	373,454.61	373,454.61	384,399.61	384,399.61	324,998.61
<b>408 Busselton Jetty Tourist Park Reserve</b>						
Accumulated Reserves at Start of Year	636,808.00	636,808.00	636,808.00	636,808.00	636,808.00	222,752.80
Interest transfer to Reserves	1,251.62	600.00	600.00	1,268.00	1,268.00	1,737.99
Transfer from Muni	179,154.00	179,154.00	179,154.00	358,311.00	358,311.00	583,338.21
Transfer to Muni	(41,513.50)	(83,028.00)	(83,028.00)	(216,050.00)	(216,050.00)	(171,021.00)
	775,700.12	733,534.00	733,534.00	780,337.00	780,337.00	636,808.00
<b>409 Geopraphe Leisure Centre Building (GLC) Reserve</b>						
Accumulated Reserves at Start of Year	119,033.99	119,033.99	119,033.99	119,033.99	119,033.99	615,084.29
Interest transfer to Reserves	(122.63)	111.00	111.00	236.00	236.00	4,603.24
Transfer from Muni	145,206.00	145,206.00	145,206.00	290,406.00	290,406.00	260,521.00
Transfer to Muni	0.00	0.00	0.00	(285,150.00)	(285,150.00)	(761,174.54)
	264,117.36	264,350.99	264,350.99	124,525.99	124,525.99	119,033.99
<b>331 Joint Venture Aged Housing Reserve (Harris/ Winderup)</b>						
Accumulated Reserves at Start of Year	1,363,306.16	1,363,306.16	1,363,306.16	1,363,306.16	1,363,306.16	1,237,306.78
Interest transfer to Reserves	2,068.46	1,285.00	1,285.00	2,713.00	2,713.00	8,097.32
Transfer from Muni	60,282.00	60,282.00	60,282.00	120,560.00	120,560.00	191,227.10
Transfer to Muni	0.00	0.00	0.00	(169,200.00)	(169,200.00)	(73,325.04)
	1,425,656.62	1,424,873.16	1,424,873.16	1,317,379.16	1,317,379.16	1,363,306.16

**City of Busselton**  
**Reserves Movement Report**

**For The Period Ending 31 December 2021**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>403 Winderlup Aged Housing Reserve (City Controlled)</b>						
Accumulated Reserves at Start of Year	292,717.53	292,717.53	292,717.53	292,717.53	292,717.53	212,935.38
Interest transfer to Reserves	472.33	275.00	275.00	581.00	581.00	1,481.30
Transfer from Muni	25,824.00	25,824.00	25,824.00	51,650.00	51,650.00	78,300.85
Transfer to Muni	0.00	0.00	0.00	(81,600.00)	(81,600.00)	0.00
	319,013.86	318,816.53	318,816.53	263,348.53	263,348.53	292,717.53
<b>410 Naturaliste Community Centre Building (NCC) Reserve</b>						
Accumulated Reserves at Start of Year	129,592.17	129,592.17	129,592.17	129,592.17	129,592.17	125,076.60
Interest transfer to Reserves	174.24	122.00	122.00	258.00	258.00	1,002.08
Transfer from Muni	33,282.00	33,282.00	33,282.00	66,558.00	66,558.00	59,708.00
Transfer to Muni	0.00	0.00	0.00	(98,600.00)	(98,600.00)	(56,194.51)
	163,048.41	162,996.17	162,996.17	97,808.17	97,808.17	129,592.17
<b>411 Civic and Administration Building Reserve</b>						
Accumulated Reserves at Start of Year	670,358.97	670,358.97	670,358.97	670,358.97	670,358.97	429,689.17
Interest transfer to Reserves	1,089.09	631.00	631.00	1,333.00	1,333.00	3,732.82
Transfer from Muni	170,190.00	170,190.00	170,190.00	340,379.00	340,379.00	282,000.00
Transfer to Muni	0.00	0.00	0.00	(615,000.00)	(615,000.00)	(45,063.02)
	841,638.06	841,179.97	841,179.97	397,070.97	397,070.97	670,358.97
<b>412 Vasse Sports Pavilion Building Reserve</b>						
Accumulated Reserves at Start of Year	1,082.56	1,082.56	1,082.56	1,082.56	1,082.56	541.14
Interest transfer to Reserves	1.85	0.00	0.00	0.00	0.00	5.42
Transfer from Muni	300.00	300.00	300.00	597.00	597.00	536.00
	1,384.41	1,382.56	1,382.56	1,679.56	1,679.56	1,082.56
<b>110 Jetty Maintenance Reserve</b>						
Accumulated Reserves at Start of Year	5,682,363.59	5,682,363.59	5,682,363.59	5,682,363.59	5,682,363.59	5,239,342.58
Interest transfer to Reserves	8,593.68	5,352.00	5,352.00	11,305.00	11,305.00	34,254.04
Transfer from Muni	469,451.00	544,158.00	544,158.00	1,348,301.00	1,348,301.00	1,325,111.00
Transfer to Muni	0.00	0.00	0.00	(4,221,890.00)	(4,221,890.00)	(916,344.03)
	6,160,408.27	6,231,873.59	6,231,873.59	2,820,079.59	2,820,079.59	5,682,363.59
<b>150 Jetty Self Insurance Reserve</b>						
Accumulated Reserves at Start of Year	495,086.35	495,086.35	495,086.35	495,086.35	495,086.35	432,198.16
Interest transfer to Reserves	754.11	466.00	466.00	983.00	983.00	2,888.19
Transfer from Muni	38,154.00	38,154.00	38,154.00	76,313.00	76,313.00	60,000.00
	533,994.46	533,706.35	533,706.35	572,382.35	572,382.35	495,086.35
<b>223 Road Asset Renewal Reserve</b>						
Accumulated Reserves at Start of Year	1,317,210.02	1,317,210.02	1,317,210.02	1,317,210.02	1,317,210.02	1,597,128.65
Interest transfer to Reserves	2,441.32	1,240.00	1,240.00	2,620.00	2,620.00	12,920.05
Transfer from Muni	1,826,532.00	1,826,532.00	1,826,532.00	3,653,058.00	3,653,058.00	3,501,790.00
Transfer to Muni	0.00	0.00	0.00	(4,553,734.00)	(4,553,734.00)	(3,794,628.68)
	3,146,183.34	3,144,982.02	3,144,982.02	419,154.02	419,154.02	1,317,210.02
<b>224 Footpath/ Cycle Ways Reserve</b>						
Accumulated Reserves at Start of Year	838,834.13	838,834.13	838,834.13	838,834.13	838,834.13	408,437.28
Interest transfer to Reserves	1,128.07	789.00	789.00	1,668.00	1,668.00	6,367.67
Transfer from Muni	620,358.00	620,358.00	620,358.00	1,240,717.00	1,240,717.00	1,216,038.00
Transfer to Muni	0.00	0.00	0.00	(1,849,206.00)	(1,849,206.00)	(792,008.82)
	1,460,320.20	1,459,981.13	1,459,981.13	232,013.13	232,013.13	838,834.13
<b>226 Other Infrastructure Reserve</b>						
Accumulated Reserves at Start of Year	538,846.85	538,846.85	538,846.85	538,846.85	538,846.85	264,388.99
Interest transfer to Reserves	914.47	508.00	508.00	1,072.00	1,072.00	2,835.34
Transfer from Muni	181,176.00	181,176.00	181,176.00	362,355.00	362,355.00	357,000.00
Transfer to Muni	0.00	0.00	0.00	(501,705.00)	(501,705.00)	(85,377.48)
	720,937.32	720,530.85	720,530.85	400,568.85	400,568.85	538,846.85
<b>225 Parks, Gardens and Reserves Reserve</b>						
Accumulated Reserves at Start of Year	749,657.07	749,657.07	749,657.07	749,657.07	749,657.07	833,946.23
Interest transfer to Reserves	1,133.87	706.00	706.00	1,492.00	1,492.00	8,775.04
Transfer from Muni	736,326.00	736,326.00	736,326.00	1,472,656.00	1,472,656.00	1,285,166.00
Transfer to Muni	0.00	0.00	0.00	(1,956,750.00)	(1,956,750.00)	(1,378,230.20)
	1,487,116.94	1,486,689.07	1,486,689.07	267,055.07	267,055.07	749,657.07
<b>151 Furniture and Equipment Reserve</b>						
Accumulated Reserves at Start of Year	332,482.96	332,482.96	332,482.96	332,482.96	332,482.96	257,784.19
Interest transfer to Reserves	522.68	313.00	313.00	663.00	663.00	3,305.12
Transfer from Muni	220,800.00	220,800.00	220,800.00	441,595.00	441,595.00	434,000.00
Transfer to Muni	0.00	0.00	0.00	(485,800.00)	(485,800.00)	(362,606.35)
	553,805.64	553,595.96	553,595.96	288,940.96	288,940.96	332,482.96
<b>115 Plant Replacement Reserve</b>						
Accumulated Reserves at Start of Year	2,114,189.13	2,114,189.13	2,114,189.13	2,114,189.13	2,114,189.13	1,098,441.92
Interest transfer to Reserves	3,537.19	1,991.00	1,991.00	4,207.00	4,207.00	9,266.71
Transfer from Muni	508,752.00	508,752.00	508,752.00	1,076,500.00	1,076,500.00	1,215,217.44
Transfer to Muni	0.00	0.00	0.00	(1,287,969.00)	(1,287,969.00)	(208,736.94)
	2,626,478.32	2,624,932.13	2,624,932.13	1,906,927.13	1,906,927.13	2,114,189.13
<b>137 Major Traffic Improvements Reserve</b>						
Accumulated Reserves at Start of Year	237,210.32	237,210.32	237,210.32	237,210.32	237,210.32	638,845.53
Interest transfer to Reserves	736.82	224.00	224.00	472.00	472.00	1,207.39
Transfer from Muni	567,396.00	567,396.00	567,396.00	1,134,788.25	1,134,788.25	1,088,988.00
Transfer to Muni	0.00	0.00	0.00	(375,000.00)	(375,000.00)	(1,491,830.60)
	805,343.14	804,830.32	804,830.32	997,470.57	997,470.57	237,210.32
<b>132 CBD Enhancement Reserve</b>						
Accumulated Reserves at Start of Year	1,269,967.02	1,269,967.02	1,269,967.02	1,269,967.02	1,269,967.02	613,762.47
Interest transfer to Reserves	2,203.35	1,196.00	1,196.00	2,527.00	2,527.00	5,813.79
Transfer from Muni	280,788.00	280,788.00	280,788.00	561,568.00	561,568.00	772,783.80
Transfer to Muni	0.00	0.00	0.00	(1,516,517.00)	(1,516,517.00)	(122,393.04)
	1,552,958.37	1,551,951.02	1,551,951.02	317,545.02	317,545.02	1,269,967.02

**City of Busselton**  
**Reserves Movement Report**

**For The Period Ending 31 December 2021**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>127 New Infrastructure Development Reserve</b>						
Accumulated Reserves at Start of Year	884,967.24	884,967.24	884,967.24	884,967.24	884,967.24	1,506,175.05
Interest transfer to Reserves	992.87	832.00	832.00	1,760.00	1,760.00	6,661.97
Transfer from Muni	4,265.20	4,265.00	4,265.00	8,530.00	8,530.00	194,761.40
Transfer to Muni	0.00	0.00	0.00	(637,350.00)	(637,350.00)	(822,631.18)
	890,225.31	890,064.24	890,064.24	257,907.24	257,907.24	884,967.24
<b>141 Commonage Precinct Infrastructure Road Reserve</b>						
Accumulated Reserves at Start of Year	236,348.40	236,348.40	236,348.40	236,348.40	236,348.40	234,906.64
Interest transfer to Reserves	0.00	224.00	224.00	471.00	471.00	(340.58)
Transfer from Muni	344.31	0.00	0.00	0.00	0.00	1,782.34
Transfer to Muni	0.00	0.00	0.00	(236,000.00)	(236,000.00)	0.00
	236,692.71	236,572.40	236,572.40	819.40	819.40	236,348.40
<b>114 City Car Parking and Access Reserve</b>						
Accumulated Reserves at Start of Year	792,733.25	792,733.25	792,733.25	792,733.25	792,733.25	1,555,124.38
Interest transfer to Reserves	1,643.94	747.00	747.00	1,577.00	1,577.00	7,540.95
Transfer from Muni	667,012.00	667,012.00	667,012.00	934,018.00	934,018.00	52,465.00
Transfer to Muni	0.00	0.00	0.00	(1,016,812.00)	(1,016,812.00)	(822,397.08)
	1,461,389.19	1,460,492.25	1,460,492.25	711,516.25	711,516.25	792,733.25
<b>154 Debt Default Reserve</b>						
Accumulated Reserves at Start of Year	501,841.13	501,841.13	501,841.13	501,841.13	501,841.13	0.00
Interest transfer to Reserves	301.17	472.00	472.00	997.00	997.00	1,841.13
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	500,000.00
Transfer to Muni	(400,000.00)	(400,000.00)	(400,000.00)	(400,000.00)	(400,000.00)	0.00
	102,142.30	102,313.13	102,313.13	102,838.13	102,838.13	501,841.13
<b>107 Corporate IT Systems Reserve</b>						
Accumulated Reserves at Start of Year	328,721.63	328,721.63	328,721.63	328,721.63	328,721.63	226,750.02
Interest transfer to Reserves	585.24	310.00	310.00	655.00	655.00	1,971.61
Transfer from Muni	131,502.00	131,502.00	131,502.00	263,000.00	263,000.00	100,000.00
Transfer to Muni	0.00	0.00	0.00	(250,050.00)	(250,050.00)	0.00
	460,808.87	460,533.63	460,533.63	342,326.63	342,326.63	328,721.63
<b>133 Election, Valuation and Other Corporate Expenses Reserve</b>						
Accumulated Reserves at Start of Year	715,026.19	715,026.19	715,026.19	715,026.19	715,026.19	560,994.18
Interest transfer to Reserves	1,104.54	674.00	674.00	1,423.00	1,423.00	4,032.01
Transfer from Muni	70,002.00	70,002.00	70,002.00	140,000.00	140,000.00	150,000.00
Transfer to Muni	(124,742.35)	(128,000.00)	(128,000.00)	(638,000.00)	(638,000.00)	0.00
	661,390.38	657,702.19	657,702.19	218,449.19	218,449.19	715,026.19
<b>111 Legal Expenses Reserve</b>						
Accumulated Reserves at Start of Year	671,629.28	588,129.28	588,129.28	588,129.28	588,129.28	636,940.12
Interest transfer to Reserves	815.74	554.00	554.00	1,170.00	1,170.00	3,983.24
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	110,705.92
Transfer to Muni	0.00	0.00	0.00	(50,000.00)	(50,000.00)	(80,000.00)
	672,445.02	588,683.28	588,683.28	539,299.28	539,299.28	671,629.28
<b>152 Marketing &amp; Area Promotion Reserve</b>						
Accumulated Reserves at Start of Year	522,265.79	522,265.79	522,265.79	522,265.79	522,265.79	166,392.00
Interest transfer to Reserves	641.79	492.00	492.00	1,040.00	1,040.00	6,020.14
Transfer from Muni	697,110.00	697,110.00	697,110.00	1,394,224.00	1,394,224.00	1,296,295.65
Transfer to Muni	0.00	0.00	0.00	(1,697,678.00)	(1,697,678.00)	(946,442.00)
	1,220,017.58	1,219,867.79	1,219,867.79	219,851.79	219,851.79	522,265.79
<b>135 Performing Arts and Convention Centre Reserve</b>						
Accumulated Reserves at Start of Year	1,332,268.44	1,332,268.44	1,332,268.44	1,332,268.44	1,332,268.44	2,625,599.20
Interest transfer to Reserves	941.63	1,255.00	1,255.00	2,652.00	2,652.00	16,129.55
Transfer from Muni	25,002.00	25,002.00	25,002.00	319,149.00	319,149.00	50,000.00
Transfer to Muni	0.00	0.00	0.00	(1,188,446.00)	(1,188,446.00)	(1,359,460.31)
	1,358,212.07	1,358,525.44	1,358,525.44	465,623.44	465,623.44	1,332,268.44
<b>202 Long Service Leave Reserve</b>						
Accumulated Reserves at Start of Year	3,653,494.00	3,653,494.00	3,653,494.00	3,653,494.00	3,653,494.00	3,482,110.00
Interest transfer to Reserves	5,458.15	3,440.00	3,440.00	7,267.00	7,267.00	22,298.88
Transfer from Muni	225,000.00	225,000.00	225,000.00	450,000.00	450,000.00	550,353.57
Transfer to Muni	0.00	0.00	0.00	(544,808.00)	(544,808.00)	(401,268.45)
	3,883,952.15	3,881,934.00	3,881,934.00	3,565,953.00	3,565,953.00	3,653,494.00
<b>203 Professional Development Reserve</b>						
Accumulated Reserves at Start of Year	185,931.13	185,931.13	185,931.13	185,931.13	185,931.13	145,028.93
Interest transfer to Reserves	251.94	176.00	176.00	370.00	370.00	1,091.73
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	91,278.18
Transfer to Muni	0.00	0.00	0.00	(50,000.00)	(50,000.00)	(51,467.71)
	186,183.07	186,107.13	186,107.13	136,301.13	136,301.13	185,931.13
<b>204 Sick Pay Incentive Reserve</b>						
Accumulated Reserves at Start of Year	106,241.30	106,241.30	106,241.30	106,241.30	106,241.30	144,632.39
Interest transfer to Reserves	124.24	99.00	99.00	210.00	210.00	867.30
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	(7,242.10)
Transfer to Muni	0.00	0.00	0.00	(74,850.00)	(74,850.00)	(32,016.29)
	106,365.54	106,340.30	106,340.30	31,601.30	31,601.30	106,241.30
<b>124 Workers Compensation, Extended SL &amp; AL Contingency Reserve</b>						
Accumulated Reserves at Start of Year	218,483.49	218,483.49	218,483.49	218,483.49	218,483.49	309,751.42
Interest transfer to Reserves	245.84	206.00	206.00	435.00	435.00	1,901.13
Transfer to Muni	0.00	0.00	0.00	(25,000.00)	(25,000.00)	(93,169.06)
	218,729.33	218,689.49	218,689.49	193,918.49	193,918.49	218,483.49
<b>302 Community Facilities - City District</b>						
Accumulated Reserves at Start of Year	1,295,065.82	1,295,065.82	1,295,065.82	1,295,065.82	1,295,065.82	1,120,869.85
Interest transfer to Reserves	0.00	1,218.00	1,218.00	2,575.00	2,575.00	(3,294.20)
Transfer from Muni	216,115.30	170,898.00	170,898.00	341,796.00	341,796.00	600,145.17
Transfer to Muni	0.00	0.00	0.00	(960,650.00)	(960,650.00)	(422,655.00)
	1,511,181.12	1,467,181.82	1,467,181.82	678,786.82	678,786.82	1,295,065.82



**City of Busselton**  
**Reserves Movement Report**

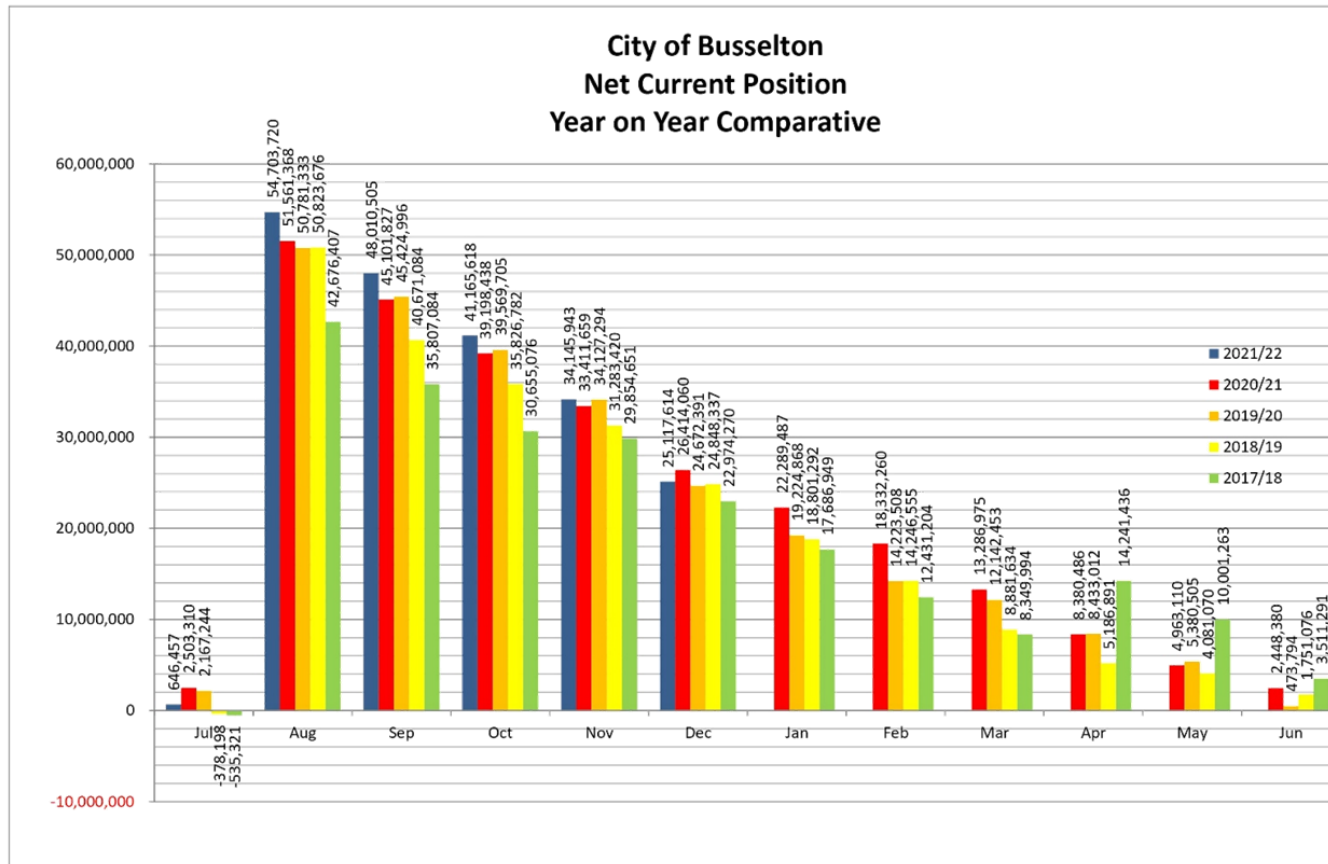
**For The Period Ending 31 December 2021**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>304 Community Facilities - Broadwater</b>						
Accumulated Reserves at Start of Year	185,046.25	185,046.25	185,046.25	185,046.25	185,046.25	166,413.55
Interest transfer to Reserves	0.00	176.00	176.00	370.00	370.00	(240.76)
Transfer from Muni	8,031.47	7,776.00	7,776.00	15,555.00	15,555.00	18,873.46
	193,077.72	192,998.25	192,998.25	200,971.25	200,971.25	185,046.25
<b>303 Community Facilities - Busselton</b>						
Accumulated Reserves at Start of Year	39,788.52	39,788.52	39,788.52	39,788.52	39,788.52	9,177.47
Interest transfer to Reserves	0.00	37.00	37.00	78.00	78.00	(11.03)
Transfer from Muni	11,414.88	10,566.00	10,566.00	21,135.00	21,135.00	30,622.08
	51,203.40	50,391.52	50,391.52	61,001.52	61,001.52	39,788.52
<b>305 Community Facilities - Dunsborough</b>						
Accumulated Reserves at Start of Year	334,281.16	334,281.16	334,281.16	334,281.16	334,281.16	255,152.46
Interest transfer to Reserves	0.00	315.00	315.00	666.00	666.00	(311.90)
Transfer from Muni	125,192.77	16,740.00	16,740.00	33,485.00	33,485.00	79,440.60
Transfer to Muni	0.00	0.00	0.00	(110,000.00)	(110,000.00)	0.00
	459,473.93	351,336.16	351,336.16	258,432.16	258,432.16	334,281.16
<b>311 Community Facilities - Dunsborough Lakes Estate</b>						
Accumulated Reserves at Start of Year	943,223.84	943,223.84	943,223.84	943,223.84	943,223.84	937,470.05
Interest transfer to Reserves	0.00	888.00	888.00	1,876.00	1,876.00	(1,359.20)
Transfer from Muni	1,374.07	0.00	0.00	0.00	0.00	7,112.99
Transfer to Muni	0.00	0.00	0.00	(938,000.00)	(938,000.00)	0.00
	944,597.91	944,111.84	944,111.84	7,099.84	7,099.84	943,223.84
<b>306 Community Facilities - Geographe</b>						
Accumulated Reserves at Start of Year	114,006.34	114,006.34	114,006.34	114,006.34	114,006.34	101,978.74
Interest transfer to Reserves	0.00	108.00	108.00	227.00	227.00	(147.60)
Transfer from Muni	1,395.17	5,214.00	5,214.00	10,428.00	10,428.00	12,175.20
	115,401.51	119,328.34	119,328.34	124,661.34	124,661.34	114,006.34
<b>310 Community Facilities - Port Geographe</b>						
Accumulated Reserves at Start of Year	351,122.31	351,122.31	351,122.31	351,122.31	351,122.31	348,980.41
Interest transfer to Reserves	0.00	330.00	330.00	698.00	698.00	(505.97)
Transfer from Muni	511.50	0.00	0.00	0.00	0.00	2,647.87
	351,633.81	351,452.31	351,452.31	351,820.31	351,820.31	351,122.31
<b>309 Community Facilities - Vasse</b>						
Accumulated Reserves at Start of Year	174,754.97	174,754.97	174,754.97	174,754.97	174,754.97	489,904.76
Interest transfer to Reserves	0.00	164.00	164.00	348.00	348.00	(821.04)
Transfer from Muni	7.26	95,898.00	95,898.00	191,794.00	191,794.00	3,716.40
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(318,045.15)
	174,762.23	270,816.97	270,816.97	366,896.97	366,896.97	174,754.97
<b>308 Community Facilities - Airport North</b>						
Accumulated Reserves at Start of Year	3,164,951.91	3,164,951.91	3,164,951.91	3,164,951.91	3,164,951.91	3,017,487.28
Interest transfer to Reserves	0.00	2,980.00	2,980.00	6,296.00	6,296.00	(4,374.94)
Transfer from Muni	4,610.65	56,772.00	56,772.00	113,538.00	113,538.00	151,839.57
	3,169,562.56	3,224,703.91	3,224,703.91	3,284,785.91	3,284,785.91	3,164,951.91
<b>130 Locke Estate Reserve</b>						
Accumulated Reserves at Start of Year	6,458.30	6,458.30	6,458.30	6,458.30	6,458.30	6,269.61
Interest transfer to Reserves	(8.66)	6.00	6.00	12.00	12.00	188.69
Transfer from Muni	32,502.00	32,502.00	32,502.00	65,000.00	65,000.00	60,000.00
Transfer to Muni	0.00	0.00	0.00	(65,000.00)	(65,000.00)	(60,000.00)
	38,951.64	38,966.30	38,966.30	6,470.30	6,470.30	6,458.30
<b>122 Port Geographe Development Reserve (Council)</b>						
Accumulated Reserves at Start of Year	117,834.82	117,834.82	117,834.82	117,834.82	117,834.82	224,952.38
Interest transfer to Reserves	86.06	111.00	111.00	235.00	235.00	1,335.60
Transfer from Muni	27,834.00	27,834.00	27,834.00	55,672.00	55,672.00	51,975.00
Transfer to Muni	0.00	0.00	0.00	(147,175.00)	(147,175.00)	(160,428.16)
	145,754.88	145,779.82	145,779.82	26,566.82	26,566.82	117,834.82
<b>123 Port Geographe Waterways Management (SAR) Reserve</b>						
Accumulated Reserves at Start of Year	3,168,295.89	3,168,295.89	3,168,295.89	3,168,295.89	3,168,295.89	3,275,191.63
Interest transfer to Reserves	4,446.52	2,984.00	2,984.00	6,304.00	6,304.00	20,463.13
Transfer from Muni	114,510.00	114,510.00	114,510.00	229,019.00	229,019.00	222,867.58
Transfer to Muni	0.00	0.00	0.00	(380,650.00)	(380,650.00)	(350,226.45)
	3,287,252.41	3,285,789.89	3,285,789.89	3,022,968.89	3,022,968.89	3,168,295.89
<b>126 Provenance Landscape Maintenance (SAR) Reserve</b>						
Accumulated Reserves at Start of Year	1,254,361.98	1,254,361.98	1,254,361.98	1,254,361.98	1,254,361.98	1,308,476.49
Interest transfer to Reserves	1,794.66	1,181.00	1,181.00	2,495.00	2,495.00	8,602.03
Transfer from Muni	94,626.00	94,626.00	94,626.00	189,252.00	189,252.00	182,612.58
Transfer to Muni	0.00	0.00	0.00	(208,900.00)	(208,900.00)	(245,329.12)
	1,350,782.64	1,350,168.98	1,350,168.98	1,237,208.98	1,237,208.98	1,254,361.98
<b>128 Vasse Newtown Landscape Maintenance (SAR) Reserve</b>						
Accumulated Reserves at Start of Year	667,371.46	667,371.46	667,371.46	667,371.46	667,371.46	636,364.43
Interest transfer to Reserves	962.51	629.00	629.00	1,329.00	1,329.00	4,533.05
Transfer from Muni	93,060.00	93,060.00	93,060.00	186,122.00	186,122.00	182,064.96
Transfer to Muni	0.00	0.00	0.00	(206,975.00)	(206,975.00)	(155,590.98)
	761,393.97	761,060.46	761,060.46	647,847.46	647,847.46	667,371.46
<b>138 Commonage Precinct Bushfire Facilities Reserve</b>						
Accumulated Reserves at Start of Year	58,529.58	58,529.58	58,529.58	58,529.58	58,529.58	58,172.53
Interest transfer to Reserves	0.00	55.00	55.00	116.00	116.00	(84.34)
Transfer from Muni	85.27	0.00	0.00	0.00	0.00	441.39
	58,614.85	58,584.58	58,584.58	58,645.58	58,645.58	58,529.58
<b>139 Commonage Community Facilities Dunsborough Lakes South Res</b>						
Accumulated Reserves at Start of Year	74,231.91	74,231.91	74,231.91	74,231.91	74,231.91	73,779.08
Interest transfer to Reserves	0.00	70.00	70.00	147.00	147.00	(106.97)
Transfer from Muni	108.14	0.00	0.00	0.00	0.00	559.80
	74,340.05	74,301.91	74,301.91	74,378.91	74,378.91	74,231.91

















**City of Busselton**  
**Reserves Movement Report**

**For The Period Ending 31 December 2021**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>140 Commonage Community Facilities South Biddle Precinct Reserve</b>						
Accumulated Reserves at Start of Year	905,216.73	905,216.73	905,216.73	905,216.73	905,216.73	899,694.77
Interest transfer to Reserves	0.00	852.00	852.00	1,799.00	1,799.00	(1,304.43)
Transfer from Muni	1,318.71	0.00	0.00	0.00	0.00	6,826.39
	906,535.44	906,068.73	906,068.73	907,015.73	907,015.73	905,216.73
<b>321 Busselton Area Drainage and Waterways Improvement Reserve</b>						
Accumulated Reserves at Start of Year	448,845.20	448,845.20	448,845.20	448,845.20	448,845.20	475,582.52
Interest transfer to Reserves	0.00	423.00	423.00	893.00	893.00	(754.01)
Transfer from Muni	630.86	0.00	0.00	0.00	0.00	3,608.04
Transfer to Muni	0.00	0.00	0.00	(391,500.00)	(391,500.00)	(29,591.35)
	449,476.06	449,268.20	449,268.20	58,238.20	58,238.20	448,845.20
<b>102 Coastal and Climate Adaptation Reserve</b>						
Accumulated Reserves at Start of Year	1,503,540.38	1,503,540.38	1,503,540.38	1,503,540.38	1,503,540.38	2,157,591.81
Interest transfer to Reserves	1,807.29	1,415.00	1,415.00	2,990.00	2,990.00	13,850.94
Transfer from Muni	396,354.00	396,354.00	396,354.00	857,701.00	857,701.00	572,465.00
Transfer to Muni	0.00	(430,000.00)	(430,000.00)	(2,240,900.00)	(2,240,900.00)	(1,240,367.37)
	1,901,701.67	1,471,309.38	1,471,309.38	123,331.38	123,331.38	1,503,540.38
<b>144 Emergency Disaster Recovery Reserve</b>						
Accumulated Reserves at Start of Year	114,793.40	114,793.40	114,793.40	114,793.40	114,793.40	94,137.10
Interest transfer to Reserves	176.26	108.00	108.00	227.00	227.00	656.30
Transfer from Muni	10,176.00	10,176.00	10,176.00	20,350.00	20,350.00	20,000.00
	125,145.66	125,077.40	125,077.40	135,370.40	135,370.40	114,793.40
<b>145 Energy Sustainability Reserve</b>						
Accumulated Reserves at Start of Year	224,270.68	224,270.68	224,270.68	224,270.68	224,270.68	137,955.03
Interest transfer to Reserves	359.48	212.00	212.00	448.00	448.00	1,292.25
Transfer from Muni	52,530.00	52,530.00	52,530.00	105,062.00	105,062.00	102,750.00
Transfer to Muni	0.00	0.00	0.00	(187,100.00)	(187,100.00)	(17,736.60)
	277,160.16	277,012.68	277,012.68	142,680.68	142,680.68	224,270.68
<b>146 Cemetery Reserve</b>						
Accumulated Reserves at Start of Year	99,547.84	99,547.84	99,547.84	99,547.84	99,547.84	35,871.90
Interest transfer to Reserves	117.26	93.00	93.00	197.00	197.00	675.67
Transfer from Muni	37,705.00	37,705.00	37,705.00	78,000.00	78,000.00	107,530.07
Transfer to Muni	0.00	0.00	0.00	(100,300.00)	(100,300.00)	(44,529.80)
	137,370.10	137,345.84	137,345.84	77,444.84	77,444.84	99,547.84
<b>341 Public Art Reserve</b>						
Accumulated Reserves at Start of Year	46,525.68	46,525.68	46,525.68	46,525.68	46,525.68	87,051.39
Interest transfer to Reserves	0.00	43.00	43.00	90.00	90.00	(126.21)
Transfer from Muni	35.85	0.00	0.00	0.00	0.00	660.50
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(41,060.00)
	46,561.53	46,568.68	46,568.68	46,615.68	46,615.68	46,525.68
<b>121 Waste Management Facility and Plant Reserve</b>						
Accumulated Reserves at Start of Year	8,486,936.30	8,486,936.30	8,486,936.30	8,486,936.30	8,486,936.30	7,629,358.39
Interest transfer to Reserves	11,596.98	7,992.00	7,992.00	16,873.00	16,873.00	43,419.70
Transfer from Muni	553,494.00	553,494.00	553,494.00	1,106,990.00	1,106,990.00	1,334,825.13
Transfer to Muni	0.00	0.00	0.00	(3,085,500.00)	(3,085,500.00)	(520,666.92)
	9,052,027.28	9,048,422.30	9,048,422.30	6,525,299.30	6,525,299.30	8,486,936.30
<b>120 Strategic Projects Reserve</b>						
Accumulated Reserves at Start of Year	350,906.60	350,906.60	350,906.60	350,906.60	350,906.60	295,560.51
Interest transfer to Reserves	534.78	329.00	329.00	697.00	697.00	2,031.09
Transfer from Muni	26,874.00	26,874.00	26,874.00	53,751.00	53,751.00	53,315.00
	378,315.38	378,109.60	378,109.60	405,354.60	405,354.60	350,906.60
<b>129 Prepaid Grants and Deferred Works &amp; Services Reserve</b>						
Accumulated Reserves at Start of Year	1,361,165.55	1,361,165.55	1,361,165.55	1,361,165.55	1,361,165.55	1,391,422.00
Interest transfer to Reserves	406.00	1,281.00	1,281.00	2,708.00	2,708.00	937.64
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,285,804.00
Transfer to Muni	(1,285,804.00)	(1,285,804.00)	(1,285,804.00)	(1,285,804.00)	(1,285,804.00)	(1,316,998.09)
	75,767.55	76,642.55	76,642.55	78,069.55	78,069.55	1,361,165.55
<b>153 Busselton Foreshore Reserve</b>						
Accumulated Reserves at Start of Year	110.76	110.76	110.76	110.76	110.76	100.00
Interest transfer to Reserves	4.95	0.00	0.00	0.00	0.00	0.76
Transfer from Muni	6,276.00	6,276.00	6,276.00	12,550.00	12,550.00	10.00
	6,391.71	6,386.76	6,386.76	12,660.76	12,660.76	110.76
<b>155 LED Street Light Replacement Program Reserve</b>						
Accumulated Reserves at Start of Year	121.22	121.22	121.22	121.22	121.22	0.00
Interest transfer to Reserves	14.64	0.00	0.00	0.00	0.00	121.22
Transfer from Muni	25,002.00	25,002.00	25,002.00	50,000.00	50,000.00	50,000.00
Transfer to Muni	0.00	0.00	0.00	(50,000.00)	(50,000.00)	(50,000.00)
	25,137.86	25,123.22	25,123.22	121.22	121.22	121.22
<b>156 Waterways Restoration Reserve</b>						
Interest transfer to Reserves	0.00	0.00	0.00	12.00	12.00	0.00
Transfer from Muni	0.00	0.00	0.00	10.00	10.00	0.00
	0.00	0.00	0.00	22.00	22.00	0.00
<b>Total Cash Back Reserves</b>	<b>71,943,492.61</b>	<b>71,432,667.15</b>	<b>71,432,667.15</b>	<b>45,400,846.40</b>	<b>45,564,223.40</b>	<b>62,919,560.15</b>
<b>Summary Reserves</b>						
Accumulated Reserves at Start of Year	62,919,560.15	62,836,060.15	62,836,060.15	62,836,060.15	62,836,060.15	59,897,884.76
Interest transfer to Reserves	79,116.90	59,169.00	59,169.00	125,000.00	125,000.00	323,336.90
Transfer from Muni	10,796,875.41	10,864,270.00	10,864,270.00	21,984,232.25	21,984,232.25	23,480,022.62
Transfer to Muni	(1,852,059.85)	(2,326,832.00)	(2,326,832.00)	(39,544,446.00)	(39,381,069.00)	(20,781,684.13)
<b>Closing Balance</b>	<b>71,943,492.61</b>	<b>71,432,667.15</b>	<b>71,432,667.15</b>	<b>45,400,846.40</b>	<b>45,564,223.40</b>	<b>62,919,560.15</b>



14.1 PROPOSAL TO EXCISE PORTION OF CROWN RESERVE 26513 FOR AMALGAMATION WITH LOT 1, 142 GIFFORD ROAD, DUNSBOROUGH

<b>STRATEGIC THEME</b>	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing
<b>STRATEGIC PRIORITY</b>	2.8 Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.
<b>SUBJECT INDEX</b>	Land Administration
<b>BUSINESS UNIT</b>	Engineering and Facilities Services
<b>REPORTING OFFICER</b>	Land and Infrastructure Officer - Andrew Scott
<b>AUTHORISING OFFICER</b>	Director, Engineering and Works Services - Oliver Darby
<b>NATURE OF DECISION</b>	Advocacy: to advocate on its own behalf or on behalf of its community to another level of government/body/agency
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Aerial photograph of Lot 1, 142 Gifford Road   Attachment B Aerial photograph of Lot 171 of R26513   Attachment C R26513 details report   Attachment D Feature survey   Attachment E Photographs   Attachment F Sketches of Options A and B   Attachment G Stakeholder consultation   Attachment H Sketch of proposal  

The officer recommendation was moved and carried.

**COUNCIL DECISION**

**C2202/033**

Moved Councillor A Ryan, seconded Councillor P Cronin

**That the Council endorses excision of an area up to 68 square metres from Lot 171 of Crown Reserve 26513 (R26513) for amalgamation with adjoining Lot 1 on Deposited Plan 56001, 142 Gifford Road, Dunsborough (Lot 1), subject to the owners of Lot 1 committing in a legal document to:**

- 1. restoring an area of R26513 to the satisfaction of the City;**
- 2. constructing a fence along the new boundary between Lot 1 and R26513 to the satisfaction of the City; and**
- 3. paying for all costs associated with the excision.**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council endorses excision of an area up to 68 square metres from Lot 171 of Crown Reserve 26513 (R26513) for amalgamation with adjoining Lot 1 on Deposited Plan 56001, 142 Gifford Road, Dunsborough (Lot 1), subject to the owners of Lot 1 committing in a legal document to:

1. restoring an area of R26513 to the satisfaction of the City;
2. constructing a fence along the new boundary between Lot 1 and R26513 to the satisfaction of the City; and
3. paying for all costs associated with the excision.

## EXECUTIVE SUMMARY

Lot 1, 142 Gifford Road, Dunsborough (Lot 1) is a residential lot that adjoins Lot 171 of Crown Reserve 26513 (R26513), a reserve for the purpose of “Public Recreation”.

A portion of the residence on Lot 1 encroaches over the lot boundary and onto R26513 (refer to Attachments A and D). To address the issue of the encroachment, the owners of Lot 1 have made a request to the City for a portion of R26513 to be excised from the reserve and amalgamated with Lot 1.

Notices of the proposal inviting submissions were sent to the owners and occupiers of nearby property, and to public service providers. The proposal was also advertised in the local newspaper and on the City’s website.

This report recommends that an area not exceeding 68m<sup>2</sup> is excised from R26513 and amalgamated with Lot 1 (refer to Attachment H), subject to owners committing to several conditions.

## BACKGROUND

### **Lot 1, 142 Gifford Road, Dunsborough**

Lot 1 on Deposited Plan 56001 is a 1736m<sup>2</sup> lot located at 142 Gifford Road, Dunsborough (refer to Attachment A). Lot 1 was created from the amalgamation of Lots 90 and 91 on Plan 7393. Survey Plan 7393 was approved during 1961.

The current owners of Lot 1 purchased Lot 90 during 1988 and Lot 91 during 1999. Deposited Plan 56001 was approved on 4 October 2010 for the amalgamation of Lots 90 and 91 into Lot 1.

Aerial photography taken May 2001 shows the residence on Lot 1 as constructed today (i.e. part encroaching onto the adjoining reserve) (see Attachment A). City officers were not able to find records of the building plans for the residence. Based on the design and materials of the construction, it is likely the residence was constructed during the 1970s.

The owners of Lot 1 have advised the City they were not aware that the residence encroached over the lot boundary when they purchased the property. The owners also advised that they intend to continue living in the residence but would like the security of complete ownership of the land should they decide to sell. It is for this reason that the owners lodged a request to excise portion of R26513 for amalgamation with Lot 1.

On the City of Busselton Local Planning Scheme Zoning No. 21, Lot 1 is zoned Residential, R15.

### **Crown Reserve 26513**

Crown Reserve 26513 (R26513) consists of Lots 168 and Lot 171 on Plan 7393, and is a reserve for the purpose of “Public Recreation” (originally gazetted during 1962). Lot 171 adjoins the residential Lot 1 so is the subject of this report. The area of Lot 171 is 7261m<sup>2</sup> and it extends from near Hannay Lane (west) to Gifford Road (east) (refer to Attachment B).

The City of Busselton has care, control and management responsibility of R26513 due to a vesting order granted to the City (refer to Attachment C).

Dugalup Brook runs through the length of R26513. A shared path along the southern side of Dugalup Brook connects Hannay Lane to Gifford Road. The path runs through a children’s playground area, a popular community supported area that forms part of the Dunsborough town centre.

The northern side of the Dugalup Brook (as it passes through Lot 171) is well treed. A lawn area separates the brook from the residential development to the north, where permeable fencing allows passive surveillance of the reserve from the courtyards of the residences. Public access along this northern side of the brook through to Gifford Road is presently obstructed by a gate extending from the residence of Lot 1 and a hedge along the verge of Gifford Road.

#### **Extent of the encroachment onto R26513**

Referring to the feature survey (Attachment D), approximately 21m<sup>2</sup> of the Lot 1 residence (to the eave line) encroaches onto R26513. A Colorbond fence located next to a metal shed near the southern corner of Lot 1 encroaches approximately 13m<sup>2</sup> onto R26513. Additionally, the front yard of Lot 1 extends approximately 74m<sup>2</sup> into R26513, as a gate, fence and a hedge along the road verge limits public use of the area. The combined area of the encroachment of Lot 1 onto R26513 is approximately 107m<sup>2</sup>.

Not shown on the feature survey is what appears to be a half corrugated metal tank lying next to the bank of the Dugalup Brook. Also of note, is an ivy plant and kikuyu grass which are spreading into bank of the brook and into the trees.

Photographs of the area may be seen in Attachment E.

#### **Dugalup Brook and foreshore management**

In addition to managing R26513 for public recreation purpose, management responsibilities of the reserve include management of the bed and banks of the Dugalup Brook, and management of the foreshore as it extends beyond the top of the bank. Managing the foreshore helps to stabilise the bank from erosion.

A suitable width for a “foreshore reserve” is not easily defined as it depends on many factors including the dynamics of the waterway and the need to access the area with plant and equipment to maintain and repair the bank. As a general guide, where foreshore management reserves are created as a condition of subdivision, foreshore reserves for rivers and lakes should be 30m wide (Western Australian Planning Commission Policy No. DC 2.3 “Public open space in residential areas”, May 2003). This width is not practicable for the Dugalup Brook foreshore but any proposal to lessen the width of the foreshore should consider the ability to effectively manage the foreshore.

The top of the bank tends to veer towards the residence and the closest point is the eastern corner of the residence, where the residence encroaches onto R26513. At this point the gap between the residence and the top of the bank is narrowest (refer to Attachment D).

#### **Dugalup Brook and Aboriginal Heritage**

Dugalup Brook is listed on the DPLH Aboriginal Heritage Database under place identifier 21307 as lodged with a resolution pending further information. Part of the eastern corner of Lot 1 falls within the same listing.

#### **OFFICER COMMENT**

**NOTE:** All measurements (distances, areas, etc.) expressed in this “officer comment” section are subject to survey.

It is likely that the residence was constructed over 40 years ago, prior to when the current owners purchased the property. While the owners may not have been aware at the time of purchase that the residence encroached into the reserve, the issue became apparent when a survey was done for a land amalgamation plan (of Lots 90 and 91 on Plan 7393 to form Lot 1) submitted to the Western Australian Planning Commission during 2007.

### Two options for proposed area to be excised from R26513

This report presents two options (A and B) for an area of land that might be excised from R26513. The two options are derived by using the two existing survey points of the Lot 1 boundary with R26513, and adding a third point near the corner of the external wall of the residence. Adding just one point (a third point) to a proposed survey simplifies the survey and the fence line.

The proposed third point is near where the residence encroaches the most onto the reserve. Coincidentally, this third point is also near where the residence is closest to the top of the bank of the Dugalup Brook as the brook deviates more northerly near Lot 1.

Option A is the proposal that was advertised for public submissions. Option A is where the third point is placed 1.5m from the corner of the external wall (refer to Attachment F) and would result in an area of 77m<sup>2</sup> to be excised from the reserve. 1.5m was used for Option A as the Residential Design Codes (State Planning Policy 7.3) require a minimum boundary setback of 1.5m from a wall of a habitable room with a major opening (such as a window or door).

Option A places the third point (at 1.50m from the external wall corner) would be just 2.9m from the top of the bank of Dugalup Brook (and 1.9m from the base of a paperbark tree). This would be the narrowest point of R26513 along the northern side of Dugalup Brook (refer to Attachment F), limiting public use of the reserve and the City's ability to manage the foreshore. Should, for example, the community require a path along the northern side of Dugalup Brook, a narrow pedestrian path might be feasible, noting that there should be separation between the path and the top of the bank, and between the path and the lot boundary, but options for a shared path (typically minimum width of 2.5m) may be limited. As outlined in the Stakeholder Consultation section of this report, loss of public reserve was raised in submissions received.

Option B has the third point at 1.05m from the corner of the external wall (refer to Attachment F), resulting in an area of 68m<sup>2</sup> to be excised from the reserve. At 1.05m, the boundary would be 450mm from the line of the eave, which is a standard taken from the Building Code of Australia for the minimum distance (for fire safety) from the lot boundary to the line of the fascia board of the roof.

Option B places the third point at 3.3m from the top of the bank of the Dugalup Brook (and 2.3m from the base of a paperbark tree).

The two options are summarised in the following table.

Option	Proposed area to be excised from R26513	Total area amalgamated with Lot 1	Distance of third point to top of bank	Distance of third point to corner of external wall	Distance of third point to base of paperbark tree
A	77m <sup>2</sup>	1813m <sup>2</sup>	2.89m	1.50m	1.9m
B	68m <sup>2</sup>	1804m <sup>2</sup>	3.32m	1.05m	2.3m

*Table 1. Summary of options for proposed area to be excised from R26513*

For reference, the distance from the current lot boundary to the top of the bank is 6.46m. With respect to the encroachment of the residence, the corner of the external wall is 2.13m from the current lot boundary (noting the Residential Design Codes would generally require an extra 1.5m from the lot boundary to the external wall), and the line of the eave is 2.85m from the current lot boundary.



Option A provides more useable space between the external wall of the residence on Lot 1 and the proposed lot boundary, but narrows the foreshore width at the third point to just 2.89m, limiting the public uses of the reserve and the ability to manage the foreshore.

Since the residence was constructed 40 to 50 years ago, there does not seem to have been a demand for recreational use of the land (near the residence) or issues with management of the foreshore. From that perspective, excising portion of R26513 to resolve the encroachment issue seems reasonable. However, officers consider that an area of the land should be retained for foreshore management purposes.

It is coincidental that the point where the residence encroaches the most into the reserve is also where the top of the bank deviates most towards the residence. This allows little flexibility for a new lot boundary between the residence and the top of the bank, so that there is reasonable space between the fence line and the residence, and reasonable space for foreshore management.

With the proposed lot boundary at 1.05m from the corner of the external wall of the residence the fence would be approximately 450mm from the edge of the eave and there would be a gap of approximately 3.3m from the fence to the top of the bank. This is considered a reasonable compromise given the circumstances and therefore Option B is the option that is recommended by this report.

#### **Surveillance of public open space and fencing**

The Western Australian Planning Commission planning documents “Liveable Neighbourhoods, Draft 2015” and “Designing Out Crime, June 2006” recommend surveillance of public open spaces and other measures to reduce crime and antisocial behaviour.

The City of Busselton Local Planning Policy document No. 1.1 “Lots adjoining public open space” requires boundary fencing with public open space to be visually permeable for the length of the common boundary, with “a preference for open steel grill construction fencing with or without masonry piers”.

A visually permeable boundary fence would allow for passive surveillance from the residence to the reserve area and would make the fence consistent with other residential property that adjoins R26513. Lighting should be considered along the reserve near Lot 1 to improve public security, particularly where the width of the foreshore (between the lot boundary and the top of the bank) is at its narrowest.

#### **Restoration of the reserve and recreational use of the area**

While the area of R26513 adjacent to Lot 1 is generally well maintained, there are a few items that should be addressed so that the area is suitable for use as a public recreation reserve and ongoing maintenance by the City. These include:

- Removal of the hedge along Gifford Road to allow public access to the reserve and installation of bollards to restrict vehicle access to the reserve from Gifford Road; Removal of any structures and other things that are from Lot 1 and placed on the reserve;
- Removal of exotic species of plant and grass growing into the bank of the brook;
- Otherwise bringing the reserve area to a standard that is consistent with the remainder of the reserve along the northern side of Dugalup Brook.

Any work to restore the reserve area should be mindful of the Aboriginal Heritage status of the land and the Department of Planning, Lands and Heritage document “Aboriginal Heritage Due Diligence Guidelines”, Version 3, 30 April 2013.

A bond or legal document to be taken/developed and finalised with the landowners prior to the City making any request to the Minister for Lands in order to ensure the above noted works are completed.

The public may currently access the northern side of Dugalup Brook by walking over the turfed area from Hannay Lane towards Gifford Road. Opening an access past Lot 1 to Gifford Road would allow walkers to complete a circuit along both sides of the brook from Hannay Lane to Gifford Road, perhaps making the walk more interesting and encouraging more people to make use of R26513 for its intended purpose.

Furthermore, as the residential population grows and as more visitors are attracted to the region, there is likely to be a proportional increase in the demand for passive recreational activities, particularly near the Dunsborough town centre.

### **Other items for consideration**

Other items to resolving the issue of the encroachment that have been considered are:

- A lease over portion of R26513 for the encroachment of the residence onto the reserve - DPLH advised that it is *not* supportive of a lease.
- The Building Code of Australia might allow the proposed lot boundary to be located closer to the residence, maximizing the width of the foreshore (between the proposed lot boundary and the top of the bank of the Dugalup Brook).
- Altering the building such as the roof line and external wall may further reduce the requirement for Crown land to be excised.

Should the Council or the Minister for Lands decide *not* to excise portion of R26513 for amalgamation with Lot 1, the owners of Lot 1 might consider demolishing the building; or they might seek legal advice.

As it is, the encroachment of the residence onto Crown land may complicate the sale of Lot 1 until the issue is resolved, which is a reason for the request from the property owner.

### **Statutory Environment**

The *Land Administration Act 1997* relates to the administration of Crown land including Crown Reserves.

Although the City has management responsibility over R26513, the reserve is Crown land. As such, a proposal to excise portion of R26513 requires the consent of the City before a request may be made to the Minister for Lands for their consideration pursuant to the *Land Administration Act 1997*.

Regarding payment for the Crown land (should the proposal proceed), DPLH value the Crown land and the adjoining property owner would need to pay that amount (to State Revenue) before the Crown land may be transferred. Other costs associated with the proposal such as surveying, statutory charges and other fees may also be payable.

### **Relevant Plans and Policies**

The City of Busselton Local Planning Policy document No. 1.1 “Lots adjoining public open space” is relevant to this matter.

### **Financial Implications**

There are no financial implications associated with the officer recommendation.

### **Stakeholder Consultation**

The proposal to excise portion of Crown Reserve 26513 was advertised in the 29 October 2021 edition of the Busselton Dunsborough Times. Approximately 100 letters were sent to owners and occupiers of property within the vicinity of the proposal, and the proposal was placed on the Yoursay page of the City's website for submissions. Also notified of the proposal were public utilities, the Department of Planning, Lands and Heritage, and the Department of Water and Environmental Regulation.

Submissions to the proposal are listed in Attachment G.

Five submissions were received to the proposal from residents of the district. Of the five, three submissions objected to the proposal with the main objection being the Crown Reserve land should remain as public open space and for the conservation of flora and fauna.

One submission did not object to the proposal provided trees are not removed to facilitate access to the reserve through to Gifford Road, and the area north of Dugalup Brook remains accessible for a future shared path noting pressures on the current shared path south of Dugalup Brook.

In one submission, the respondent queried whether the proposal was part of an adverse possession claim over Crown land and about payment for the Crown land should the land be excised and amalgamated with the adjoining lot. In relation to adverse possession, the reporting officer understands that Crown land is not affected by virtue of section 76 of the *Limitation Act 2005*. Payment has been discussed under 'Statutory Environment'.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place.

No risks of a medium or greater level have been identified.

### **Options**

As an alternative to the proposed recommendation the Council could:

1. Increase the area to be excised to no more than 77m<sup>2</sup> (i.e. add a third point at 1.5m from the corner of the external wall). This option is referred to as Option A under the officer comment section and is the proposal that was advertised for public submissions.
2. Ask the owners of Lot 1 to consider investigating an alternative proposal (including altering the building) that minimizes the requirement for land to be excised from adjoining Crown Reserve 26513 while ensuring the proposal complies with the Building Code of Australia. This is likely to be at significant cost and impact to the owners and without any guarantee that the proposal would be supported by the City or the Minister for Lands.
3. Not support the proposal to excise portion of the reserve. This will not provide the owners of Lot 1 with any surety over the ownership of their property where it encroaches onto Crown Reserve 26513.

**CONCLUSION**

This report recommends that the Council supports a proposal to excise up to 68m<sup>2</sup> of Crown Reserve 26513 for amalgamation with Lot 1 (refer to Attachment H).

The Council's support for the proposal should be subject to the owners of Lot 1 committing to restoring an area of the reserve, constructing a fence on the new lot boundary, and paying for all costs associated with proposal.

The recommendation is a pathway towards resolving an issue that has been outstanding possibly since the 1970s.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The proposal to excise portion of Crown Reserve 26513 may be forwarded to the Department of Planning, Lands and Heritage (for the Minister for Lands) within eight weeks of the Council resolution, but this timeline may depend on the owners of Lot 1 making commitments in accordance with the resolution.



Disclaimer: Every effort has been made to make the information displayed here as accurate as possible. This process is ongoing and the information is therefore ever changing and cannot be disseminated as accurate. Care must be taken not to use this information as correct or legally binding. To verify information contact the City of Busselton office.

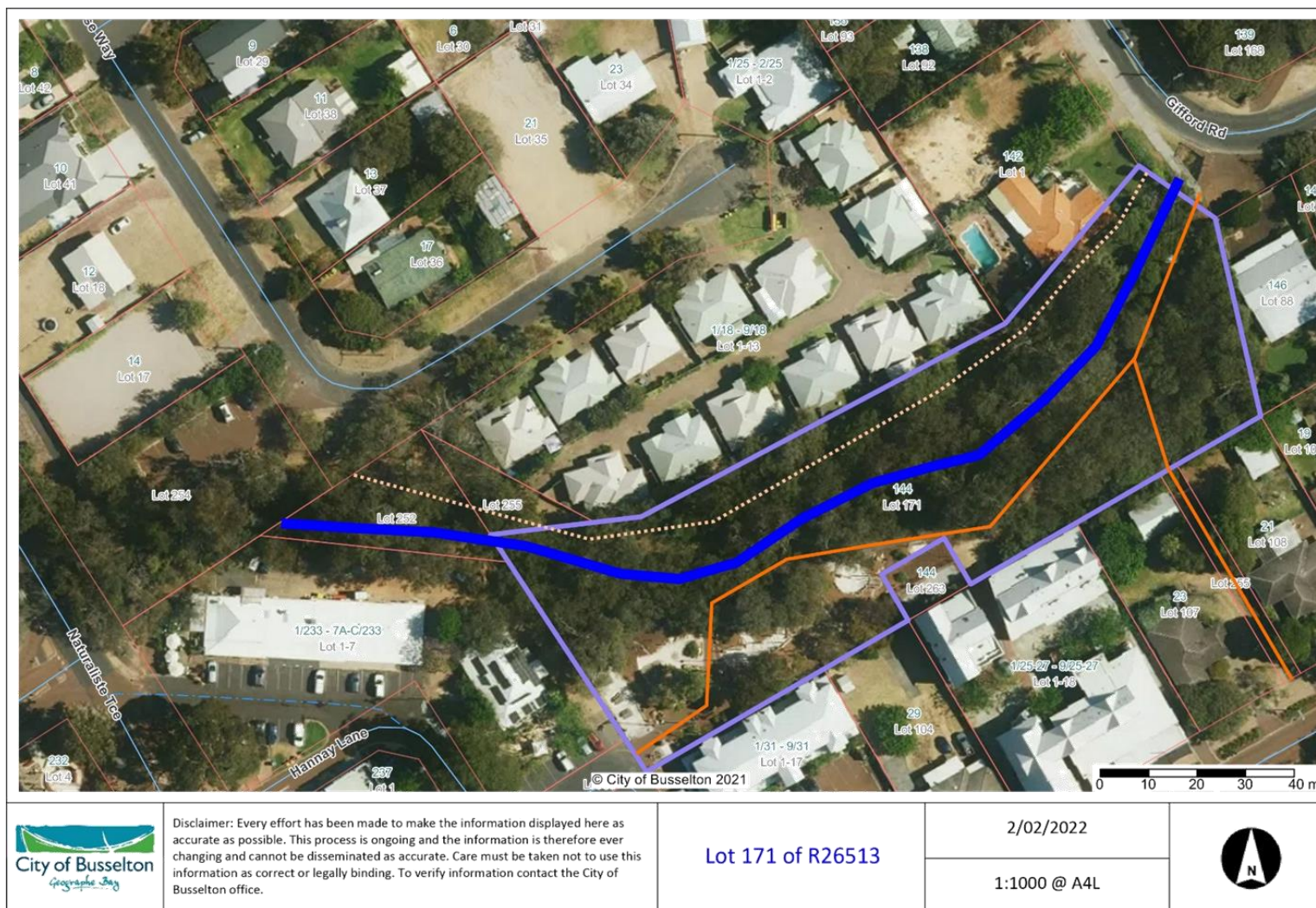
Lot 1, 142 Gifford Road  
Dunsborough

2/02/2022

1:500 @ A4L







17/01/2022, 09:52

Land Enquiry Services

## Reserve Details Report -26513

Reserve	26513	Legal Area (ha)	1.2011
Name	N/A	Status	CURRENT
Type	N/A	Current Purpose	PUBLIC RECREATION
File Number	2686/988		
Notes	N/A		
Additional Reserve Information	N/A		

Class	Responsible Agency	Date of Last Change
C	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)	27/04/2007

Management Order	Document Number
VEST SHIRE OF BUSSELTON	N/A

Land Use
PUBLIC RECREATION

Local Government Authority
CITY OF BUSSELTON

CLT Number	Parcel Identifier	Street Address, Suburb	File Number	PIN	Area (m²)
LR3144/648	Lot 168 On Plan 7393	139 Gifford Road, DUNSBOROUGH 6281	02686-1988-01RO	523829	4752
LR3144/649	Lot 171 On Plan 7393	144 Gifford Road, DUNSBOROUGH 6281	02686-1988-01RO	523856	7261

Previous Certificates of Title	Status
LR3007/725	Cancelled
LR3007/736	Cancelled
LR3100/318	Cancelled

Document Number/Gazette Page	Date	Type	Text
N/A	18/05/1994	Easement	EASEMENT NO. F550005 & F550942 (3134B/798/799)
5550	13/11/1992	Current Area	1.2011

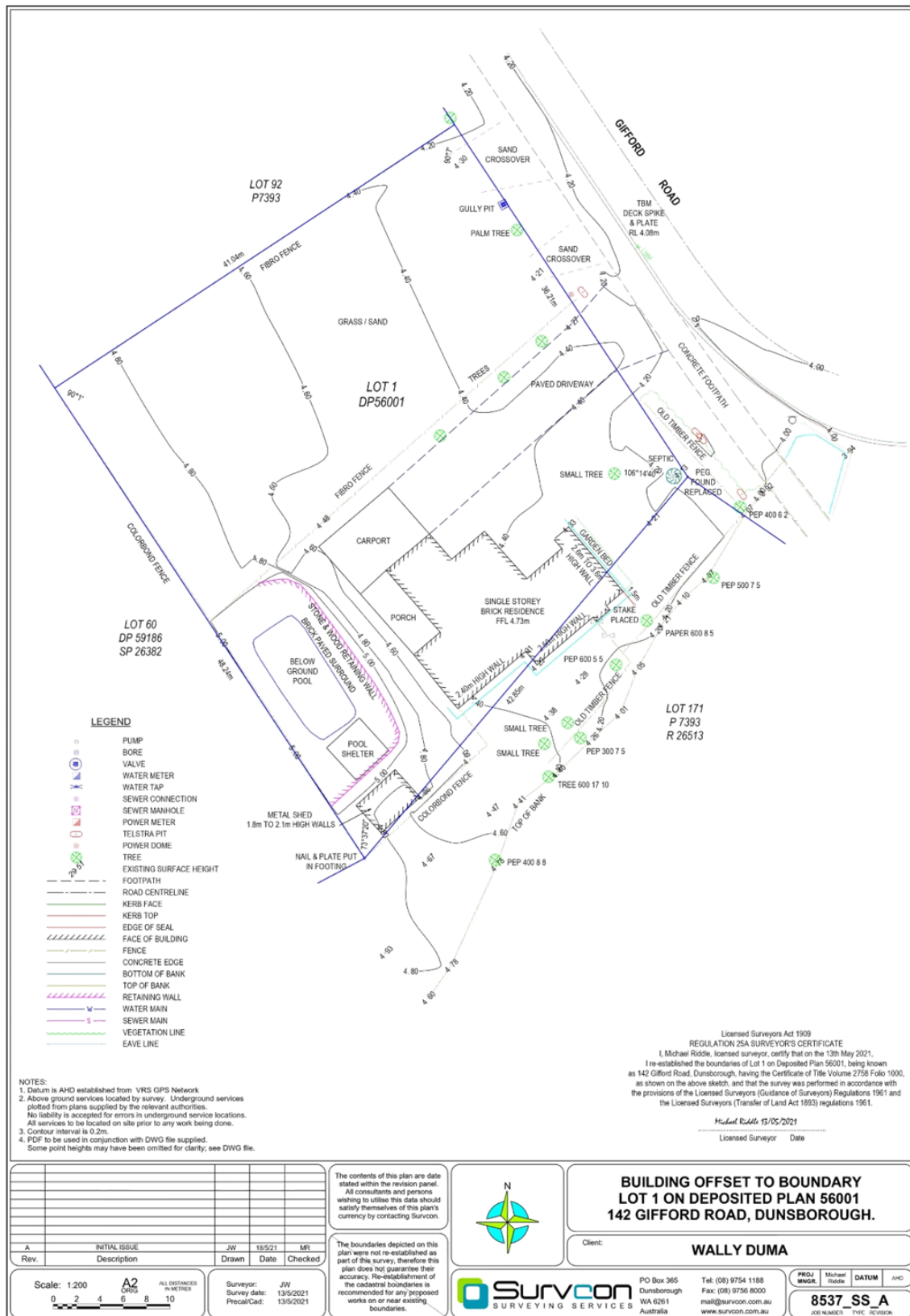


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Land Enquiry Services

Document Number/Gazette Page	Date	Type	Text
5550	13/11/1992	Public Plan	DUNSBOROUGH 02 11.39,11.40; DAWSON BF29 (2) 11.39
5550	13/11/1992	Street Name	GIFFORD RD; NEAR DUNN BAY RD
N/A	11/10/1988	Correspondence File Number	2686/988
3438	10/10/1980	Current Vesting	VEST SHIRE OF BUSSELTON
3466	10/10/1980	Current Purpose	PUBLIC RECREATION
3609	02/11/1962	Formerly	FORMERLY LOTS 50,89,SUSSEX LOC 20-P:7393
3609	02/11/1962	Original Gazettal and page	ORIGINAL GAZETTE
N/A	02/11/1962	Class	C
N/A	02/11/1962	Historical Area	3.0.1.4
N/A	02/11/1962	Lot/Town Lot	DUNSBOROUGH,168,171
N/A	02/11/1962	Survey Number	[No text]
N/A	N/A	Historical Purposes	RECREATION
N/A	N/A	Metric Conversion	1.2176,P14

date: Jan 17, 2022, 9:52:13 AM





*Photo 1:* View from Gifford Road of front of Lot 1. Pedestrian bridge over Dugalup Brook to the left. Note hedge extending across the reserve



*Photo 2:* View of eastern corner of the residence. Dugalup Brook to the left. Note ivy plant in trees





*Photo 3:* View of stake placed at 1.5m from corner of external wall. Note windows to habitable area, paperbark tree (left of the stake), gate and Colorbond fence in the background



*Photo 4.* View towards Gifford Road of back corner of Lot 1. Dugalup Brook to the right. Note permeable fencing of residential property (not Lot 1) to the left and maintained lawn area of the reserve.

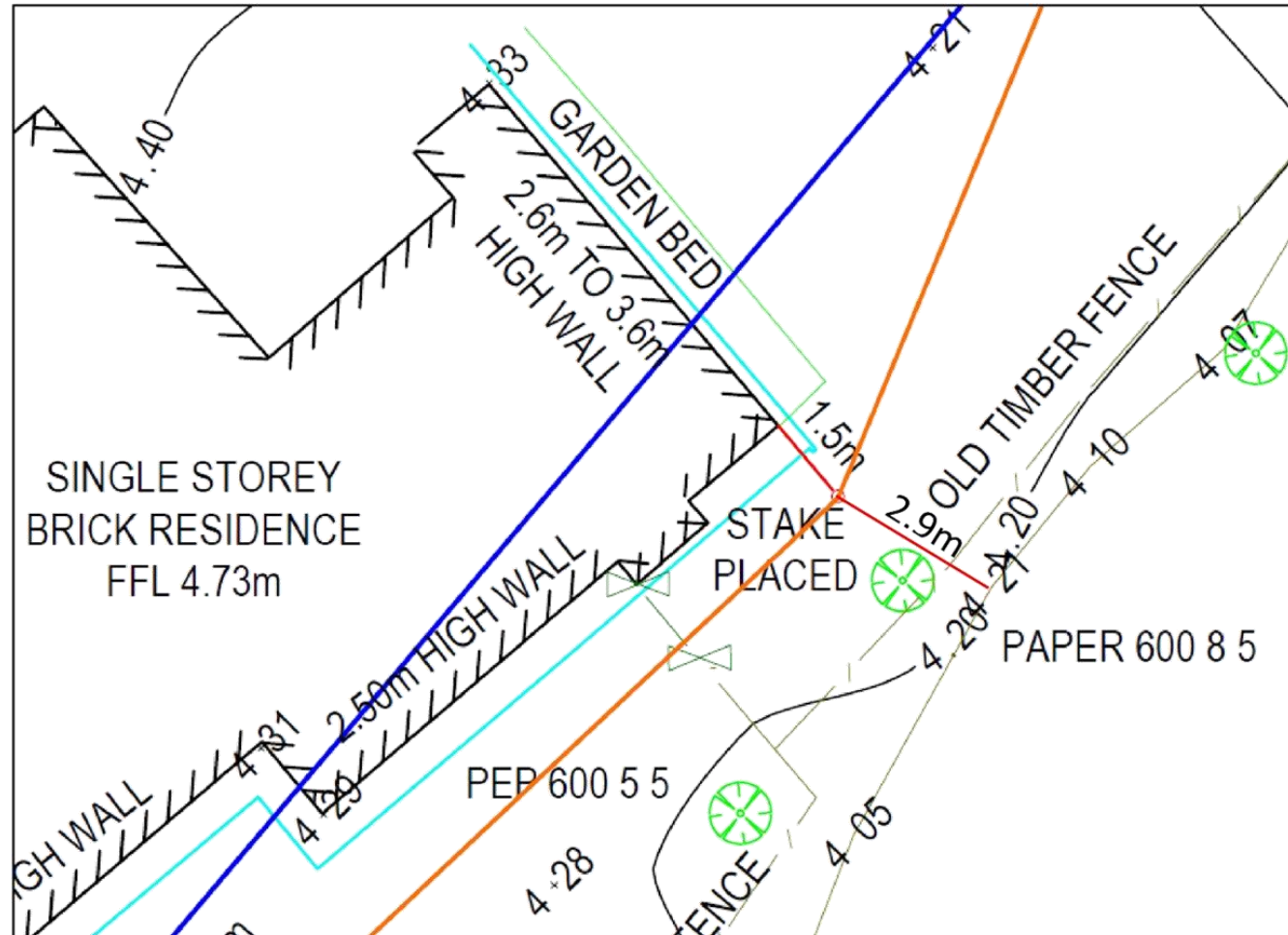




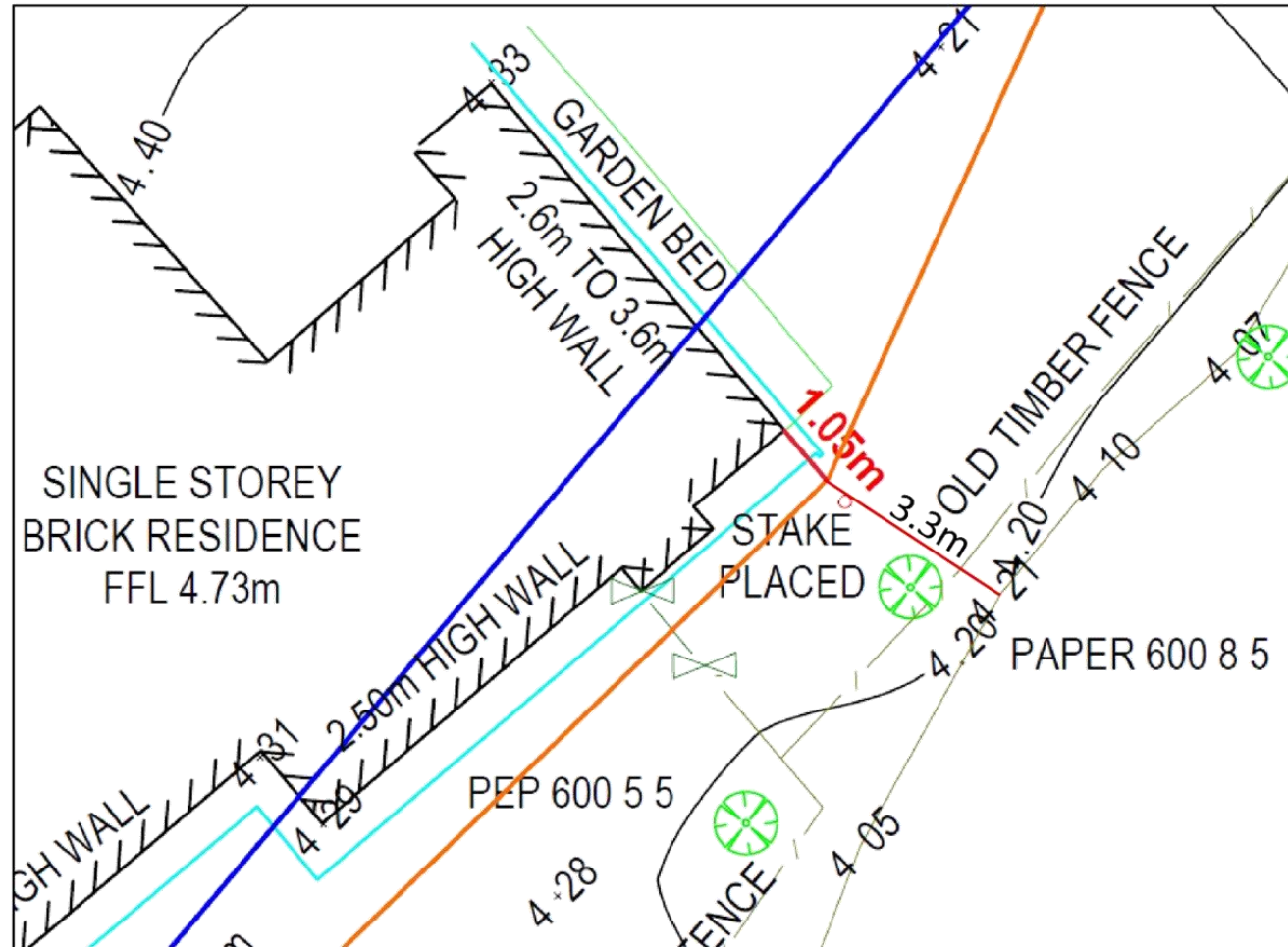
*Photo 5:* View of Colorbond fence as it encroaches onto the reserve towards corner of external wall of residence on Lot 1.  
Note ivy plant growing into the trees



*Photo 6:* View towards Gifford Road of residence as it encroaches onto the reserve. Note gate, ivy plant, kikuyu grass and corrugated structure



**Option A Sketch.** Approximate line of proposed lot boundary (orange line) at 1.50m from the corner of the external wall. At its closest point, the top of the bank of Dugalup Brook is 2.9m from the proposed boundary. NOTE: This sketch should be viewed with feature survey 8537\_SS\_A, Survcon Surveying Services



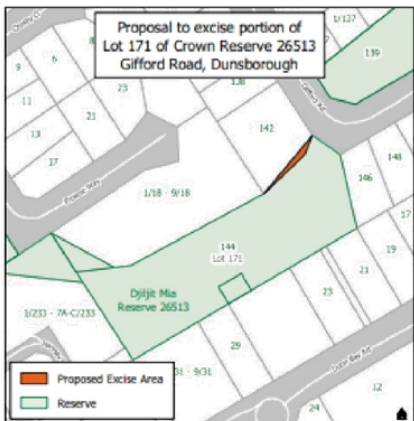
**Option B Sketch.** Approximate line of proposed lot boundary (orange line) at 1.05m from the corner of the external wall. At its closest point, the top of the bank of Dugalup Brook is 3.3m from the proposed boundary. NOTE: This sketch should be viewed with feature survey 8537\_SS\_A, Survcon Surveying Services



# **STAKEHOLDER CONSULTATION – PROPOSAL TO EXCISE PORTION OF LOT 171 OF CROWN RESERVE 26513, GIFFORD ROAD, DUNSBOROUGH**

Following is the notice of proposal as advertised in the Busselton Dunsborough Times "City Connect", 29 October 2021.

**NOTICE OF PROPOSAL TO EXCISE PORTION OF  
LOT 171 OF CROWN RESERVE 26513,  
GIFFORD ROAD, DUNSBOROUGH**



Proposal to excise portion of  
Lot 171 of Crown Reserve 26513  
Gifford Road, Dunsborough

Dijik Ma  
Reserve 26513

Proposed Excise Area  
Reserve

The City invites submissions to a proposal to excise an approximate 77m<sup>2</sup> portion of Lot 171 of Crown Reserve 26513 (R26513) for amalgamation with adjoining Lot 1, 142 Gifford Road, Dunsborough.

R26513 is vested with the City of Busselton for the purpose of "public recreation". There is no proposal to change the vesting of the reserve or the reserve purpose.

The City is seeking written submissions to the proposal by **19 November 2021**. Submissions may be delivered by:

(a) email to [city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au);

(b) post to the City of Busselton, Locked Bag 1, Busselton WA 6280; or

(c) handed to the customer service desk at the City Administration, 2 Southern Drive, Busselton.

Please provide contact details on all submissions and reference as **WE21-0382**.

Alternatively, submissions to the proposal may be made online by **19 November 2021** at [www.yoursay.busselton.wa.gov.au/WE21-0382](http://www.yoursay.busselton.wa.gov.au/WE21-0382)

Enquiries regarding this proposal may be made to Andrew Scott on telephone (08) 9781-0402 or by email to [andrew.scott@busselton.wa.gov.au](mailto:andrew.scott@busselton.wa.gov.au).

Following are submissions received to the proposal from residents.

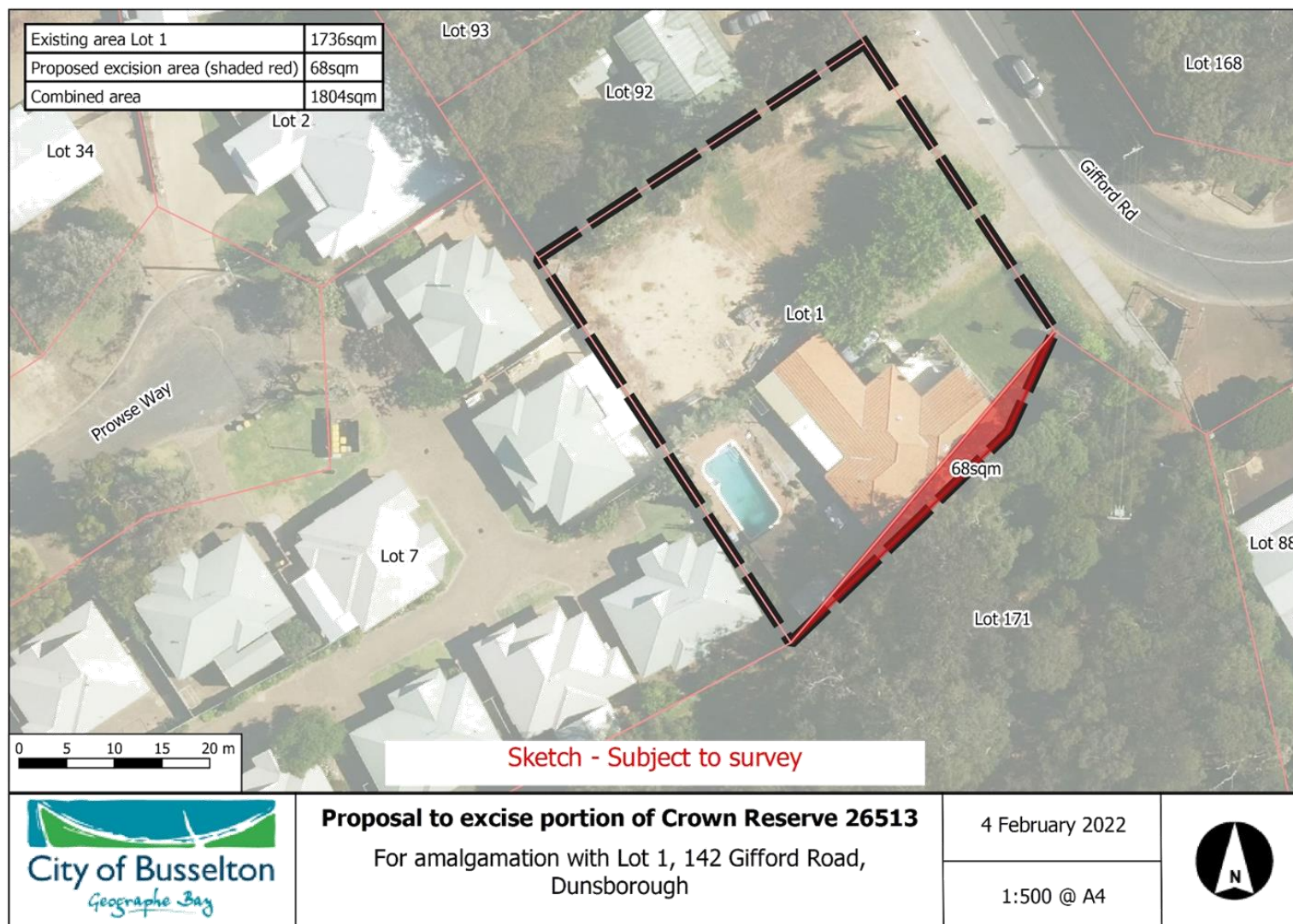
Document set identifier	Submission
4793606	Clearly the house was built in the wrong location but the sensible outcome is to proceed as proposed My queries are as follows. 1. Is this an adverse possession claim? 2. Is the landholder of 142 Gifford Road paying for the additional land?
4793606	<i>The respondent objected to the proposal and commented...</i> Please provide the reason
4793606	It's public reserve leave it alone. Nobody has the right to shave off an extra bit. Can't see what advance this has Reserves are critical for our local flora & wild life. Keep it as is

Document set identifier	Submission
4748944	<p>In regard to proposal of amalgamating 77 square metres of crown reserve to residential zoned property, I believe it is not appropriate. Crown land should be preserved in its entirety.</p> <p>It also sets up a precedent for any landowner to encroach ownership of any recreational reserve which I don't think we should be contemplating.</p>
4753366	<p>I make the following points</p> <ol style="list-style-type: none"> <li>1. It is a precedent for a resident to claim land from a crown reserve, PUBLIC OPEN SPACE!</li> <li>2. But it happens for Business and shire, land is used by business lots along the Dugalup brook that is POS. Shire uses POS for car parks when the purpose is recreation! I disagree on the actions.</li> <li>3. It is important that access for future path/cycle way be maintained on the N side of the reserve. Current path is overloaded by residents and cyclists, especially as in recent years a child's play area has been created at the western end. It is a conflicting use.</li> <li>4. If the council agrees to this proposal, the owner has to agree to ensure adequate access to the Public open space lot, without removal of trees (ringtail habitat). It may mean truncating land from the owner's lot, to ensure this. Perhaps just forward of the building line.</li> <li>5. This is also more critical now as the reserve east of Melaleuca park is about to have the path closed off with a traffic protection barrier, complicating pedestrian and cycle traffic use.</li> </ol> <p>If these points are considered I have no objection to the change being made. I am aware that the current house is partly on reserve land.</p>





Following are submissions received to the proposal from public utilities and government agencies.

Document set identifier	Submission
4737800	<p><b>Western Power</b></p> <p>Please check out the Planning your project section of our website – we don't actually process submissions: the information here (along with 'Dial Before You Dig') allows you to check that any work you need to do will not be impacted by proximity to our network.</p> <p>This section provides advice for Building near the electricity network and paths to take if you find that your project will encroach on electrical assets, such as booking to Speak to an engineering expert or applying for a Feasibility study.</p> <p>Local Government Authorities can review our Strategic planning information to determine if any electrical infrastructure is located.</p>
4737801	<p><b>Water Corporation</b></p> <p>The Water Corporation does not have any infrastructure in the affected land area and as such has no objections to the proposal.</p>

Document set identifier	Submission
4793810	<p><b>Department of Planning, Lands and Heritage – Heritage Services</b></p> <p>In regards to your request for comment on the proposed excision of a sliver of Crown Reserve 26513 at Dunsborough, a review of the Register of Places and Objects as well as the DPLH Aboriginal Heritage Database has confirmed that the proposed land intersects with Aboriginal Heritage place ID 21307 (Unnamed Creek (Dugalup Brook)). Currently this place is listed as “Stored Data/Not a Site,” however following a review of the site file, it has been ascertained that the place is in fact still in a Lodged state, with the last ACMC decision relating to the place requesting further information before a resolution can be made.</p> <p>We apologise for the error in our mapping system and are working to rectify the problem.</p> <p>In regards to the excision proposal, given that the proposed change of land information will not create any physical impacts to the site, no objections are made to the excision.</p> <p>However, future proponents working with this land area should be made aware of the Aboriginal heritage place, and take into consideration the DPLH’s Aboriginal Heritage Due Diligence Guidelines before any ground-disturbing works, which have been developed to assist proponents to identify any risk. The document is available at: <a href="https://www.wa.gov.au/sites/default/files/2021-05/AH-Due-diligence-guidelines_0.pdf">https://www.wa.gov.au/sites/default/files/2021-05/AH-Due-diligence-guidelines_0.pdf</a></p>
4753750	<p><b>Department of Water and Environmental Regulation</b></p> <p>Thank you for providing the proposal for the Department of Water and Environmental Regulation (Department) to consider.</p> <p>This proposal is for the inclusion of a small portion of the above reserve (containing a waterway) into the residential lot to ensure that the existing house is fully contained within a single lot (Screenshot 1).</p> <p>As such, the Department has no comments to the proposal on the basis that there are no water or environmental implications since no ground disturbing works or new structures are proposed in the above reserve.</p> <p>In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.</p>



17.1 COUNCILLORS' INFORMATION BULLETIN

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Councillors Information Bulletin
<b>BUSINESS UNIT</b>	Executive Services
<b>REPORTING OFFICER</b>	Reporting Officers - Various
<b>AUTHORISING OFFICER</b>	Chief Executive Officer - Mike Archer
<b>NATURE OF DECISION</b>	Noting: The item is simply for information purposes and noting
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Letter from Department of Communities - Thank You for Opening GLC as Evacuation Centre <a href="#"></a> <a href="#"></a> Attachment B Letter from Dunsborough and Districts Country Club - Master Planning <a href="#"></a> <a href="#"></a>

The officer recommendation was moved and carried.

**COUNCIL DECISION****C2202/034**

Moved Councillor A Ryan, seconded Councillor P Cronin

**That the items from the Councillors' Information Bulletin be noted:**

17.1.1 Minor Donations Program – January 2022

17.1.2 Current Active Tenders

17.1.3 Letter from Department of Communities – Thank you for Opening GLC as Evacuation Centre

17.1.4 Letter from Dunsborough and Districts Country Club – Master Planning

**CARRIED 9/0****EN BLOC****OFFICER RECOMMENDATION**

That the items from the Councillors' Information Bulletin be noted:

17.1.1 Minor Donations Program – January 2022

17.1.2 Current Active Tenders

17.1.3 Letter from Department of Communities – Thank you for Opening GLC as Evacuation Centre

17.1.4 Letter from Dunsborough and Districts Country Club – Master Planning

**EXECUTIVE SUMMARY**

This report provides an overview of a range of information that is considered appropriate to be formally presented to the Council for its receipt and noting. The information is provided in order to ensure that each Councillor, and the Council, is being kept fully informed, while also acknowledging that these are matters that will also be of interest to the community.



Any matter that is raised in this report as a result of incoming correspondence is to be dealt with as normal business correspondence, but is presented in this bulletin for the information of the Council and the community.

## INFORMATION BULLETIN

### 17.1.1 Minor Donations Program – January 2022

The Council allocates an annual budget allowance to the Minor Donations Program. This is provided such that eligible groups and individuals can apply for and receive sponsorship to assist them in the pursuit of endeavors that bring direct benefit to the broader community.

Allocation of funds is delegated to the Chief Executive Officer, in accordance with the published guidelines and funding availability.

One application was approved in January 2022, totaling \$600, as outlined below:

Recipient	Purpose	Amount
Busselton Pride Alliance Inc.	Busselton Queer Pride Film Festival The Busselton Pride Alliance will host three films over two days at the Weld Theatre, as an offshoot of the annual Queer Film Festival in Perth, that has been successfully running for six years.	\$600

### 17.1.2 Current Active Tenders

Note: Information in *italics* has previously been provided to Council, and is again provided for completeness.

#### EOI 01/21 SOUTH WEST REGIONAL WASTE MANAGEMENT SERVICES

- *Requirements – a waste management expert to provide solutions to participating local governments in the South West of WA for sustainable, long term management of municipal solid waste.*
- *An expression of interest on behalf of a number of South West regional local governments was advertised on 30 September 2021, closing on 25 November 2021.*
- *12 submissions were received.*
- *An evaluation panel has reviewed the submissions and is finalising a report to the CEOs of the South West Regional local governments.*

#### RFT 24/21 BUSSELTON MARGARET RIVER AIRPORT – GENERAL AVIATION HANGARS

- *Requirements – a suitable Contractor to design and construct four general aviation hangar sheds at the Busselton Margaret River Airport.*
- *A request for tender was advertised on 22 December 2021, closing on 25 January 2022.*
- *3 submissions were received.*
- *An evaluation panel is reviewing the submissions.*
- *The value of the contract will fall within the CEO's delegated power for accepting tenders.*

**17.1.3 Letter from Department of Communities – Thank You for Opening GLC as Evacuation Centre**

This letter comes as a thank you from the Department of Communities to the City for its assistance with opening the Geographe Leisure Centre for the recent bushfires.

See Attachment A.

**17.1.4 Letter from Dunsborough and Districts Country Club – Master Planning**

This letter informs the City of the Dunsborough and Districts Country Club's Strategic and Master Planning progress, some of the difficulties the club has faced recently, and requests that the City continue to work with the club in developing their Master Planning project.

See Attachment B.



Letter from Department of Communities - Thank You for  
Opening GLC as Evacuation Centre



Government of **Western Australia**  
Department of **Communities**

CIB

Application No	Incident No
CIO ID	
<b>19 JAN 2022</b>	
Property ID	Doc ID
Retention	

City of Busselton

Mr Mike Archer  
Chief Executive Officer  
City of Busselton  
Locked Bag 1  
Busselton WA 6280

Dear Mr Archer

The Department of Communities (Communities) South West District would like to thank the City of Busselton for its assistance with opening the Geographe Leisure Centre (GLC) for the recent Eagle Bay Bushfire beginning on the 11<sup>th</sup> January 2022.

The Manager Community and Recreation Services, Dave Goodwin and GLC Manager, Haley Overton and her staff were extremely helpful in the overall handing over the facility to Communities, the initial setting up of equipment and the continued support from your staff. I am incredibly grateful that they showed initiative in assisting Communities to provide breakfast through the resources of the centre.

The City of Busselton GLC staff made themselves available and provided assistance as required by Communities, e.g. performing a safety check of the GLC premises, providing a hand over, which enabled Communities' staff to provide welfare support services.

Could Communities thanks please be passed on to the Local Emergency Management Committee members and participating City of Busselton GLC staff members.

Yours Sincerely

Brendan Mooney  
Regional Executive Director, South West  
Department of Communities

Michele Duxbury  
SW District Emergency Services Officer  
Department of Communities

14 January 2022

Busselton Office, 88 Kent Street, Busselton, WA 6280  
Tel (08) 6277 3666 Fax (08) 64 773 658  
Website [www.communities.wa.gov.au](http://www.communities.wa.gov.au)  
ABN 41 889 424 592

CID

## DUNSBOROUGH AND DISTRICTS COUNTRY CLUB inc.

City of Busselton  
c/- CEO Mike Archer  
Locked Bag 1  
BUSSELTON WA 6280

20<sup>th</sup> January 2022

**RE : Master Planning Project – Request for assistance**

City of Busselton	
CIO ID	
21 JAN 2022	
Property ID	Doc ID
Retention	

Dear Mike,

On behalf of the Management Committee I wish to thank the Council and staff for their ongoing support for the Dunsborough & Districts Country Club (the Club). It would be fair to say that we live in difficult times especially with respect to the Covid Pandemic, associated mandates, supply chain issues, and a rapidly growing City.

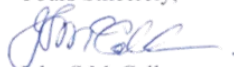
The Club has completed a Strategic Plan (2020-2025) in 2021 which has been endorsed by the Management Committee and Members. One of the key Objectives within that Plan states: ***'FACILITIES: To develop & maintain quality facilities'*** and highlighted within that objective is the preparation of a Master Plan by June 2022.

This Master Plan would aim to survey and analyse the best options for the whole leased site including the sports playing areas and clubhouse facilities and will then shape and determine key facility priorities.

Our Master planning objective was also identified in the City of Busselton's Sport and Recreation Facilities Strategy 2020-2030 (KA3 & associated LTFP Budget items for Planning & feasibility studies). As previously mentioned, this district has been experiencing significant growth across all demographics especially over the past 2-3 years and the Club has been averaging 5-10 new Members every month for the past 2 years.

We would really appreciate for the City to continue working with the Club in developing the scope for a Master planning project and the subsequent engagement of a suitable Consultant.

Yours Sincerely,



John S McCallum  
President  
Dunsborough & Districts Country Club Inc.  
042 8939027

PO Box 57, (40 Gifford Road), Dunsborough, Western Australia 6281  
email: [manager@dunsboroughcountryclub.org.au](mailto:manager@dunsboroughcountryclub.org.au); Tel/fax: 08 97553250  
<http://dunsboroughcountryclub.org.au>  
<https://www.facebook.com/DunsboroughAndDistrictsCountryClub>

**ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)****16.1      BUDGET AMENDMENT - ADDITIONAL LOAN FACILITY**

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.5 Responsibly manage ratepayer funds to provide for community needs now and in the future.
<b>SUBJECT INDEX</b>	
<b>BUSINESS UNIT</b>	Finance and Corporate Services
<b>REPORTING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Nil

The officer recommendation was moved and carried.

**COUNCIL DECISION****C2202/035**

Moved Councillor P Cronin, seconded Councillor K Cox

That the Council agrees to:

1. Amend the 2021/21 Annual Budget to borrow a further \$10 million over a period of up to 20 years for the purposes of funding the construction of the Busselton Performing Arts and Convention Centre; and
2. Authorise the CEO to advertise Council's intent to borrow \$10 million in the 2021/22 financial year to fund the Busselton Performing Arts and Convention Centre over a period of up to 20 years in accordance with Section 6.20(2) of the Local Government Act 1995.

**CARRIED 8/1****FOR: CR HENLEY, CR CARTER, CR CRONIN, CR PAINE, CR RICHARDS, CR LOVE, CR COX, CR RICCELLI****AGAINST: CR RYAN****BY ABSOLUTE MAJORITY****OFFICER RECOMMENDATION**

That the Council agrees to:

1. Amend the 2021/21 Annual Budget to borrow a further \$10 million over a period of up to 20 years for the purposes of funding the construction of the Busselton Performing Arts and Convention Centre; and
2. Authorise the CEO to advertise Council's intent to borrow \$10 million in the 2021/22 financial year to fund the Busselton Performing Arts and Convention Centre over a period of up to 20 years in accordance with Section 6.20(2) of the Local Government Act 1995.

## EXECUTIVE SUMMARY

The 2021/22 Annual Budget has allocated an amount of \$10 million in borrowings for the Busselton Performing Arts and Convention Centre (BPACC) Project. These loans (two separate \$5 million loans) have been taken out with the Western Australian Treasury Corporation (WATC) in January 2022.

Council requires (up to) an additional \$16.5 million in loan funds to complete the Busselton Performing Arts and Convention Centre (BPACC). Data surrounding interest rates indicates a rising trend and therefore this report seeks Council's approval to amend the City's Annual Budget to draw down the bulk of these additional funds within the 21/22 year and to undertake associated administrative processes.

## BACKGROUND

In the 2020/21 financial year, Council had anticipated the commencement of the BPACC Project and allocated in the 2020/21 Annual Budget a \$7.5M loan to meet funding requirements. The project was subsequently delayed and as a result, the City did not borrow the funds.

Council adopted its 2021/22 Annual Budget (Budget) on the 26 July 2021. Included within the Budget was the capital project for the Busselton Performing Arts and Convention Centre (BPACC) which included loan borrowings to the amount of \$10 million. At its meeting on the 24 November 2021, Council awarded tender RFT 22/21 Construction of the BPACC, to Broad Construction with a construction contract value of \$38 million. As outlined in the report the City will fund the project with borrowings of up to \$26.5 million.

In accordance with the Budget, City staff have already undertaken the necessary applications and provided information to the WATC to establish the budgeted \$10 million loan facility for the BPACC.

As a result the City executed two loan facilities on 24 January 2022 for the BPACC project as follows:

1. Loan 225 - \$5 million over 10 years at a fixed interest rate of 2.099%
2. Loan 226 - \$5 million over 15 years at a fixed interest rate of 2.3855%

During the development of the Budget, the goal was to maximise savings by utilising low interest rates and only taking out the loan when the funds were required. This was to be regularly reviewed while City staff monitored the indicative interest rates from the Western Australian Treasury Corporation (WATC). It appears through this monitoring that interest rates are on the rise and given the City has the ability to lock in interest rates for the life of the loan, it would be prudent to consider borrowing the remaining funds as soon as possible to avoid cost escalation of borrowing costs.

## OFFICER COMMENT

Analysts are predicting up to four interest rate rises in the next 12 months, and Reserve Bank Governor Philip Lowe stated on 2 February 2022 in an interview with the Sydney Morning Herald:

*"...Interest rates will go up. And the stronger the economy, the better progress on unemployment, the faster and the sooner the increase in interest rates will be."*

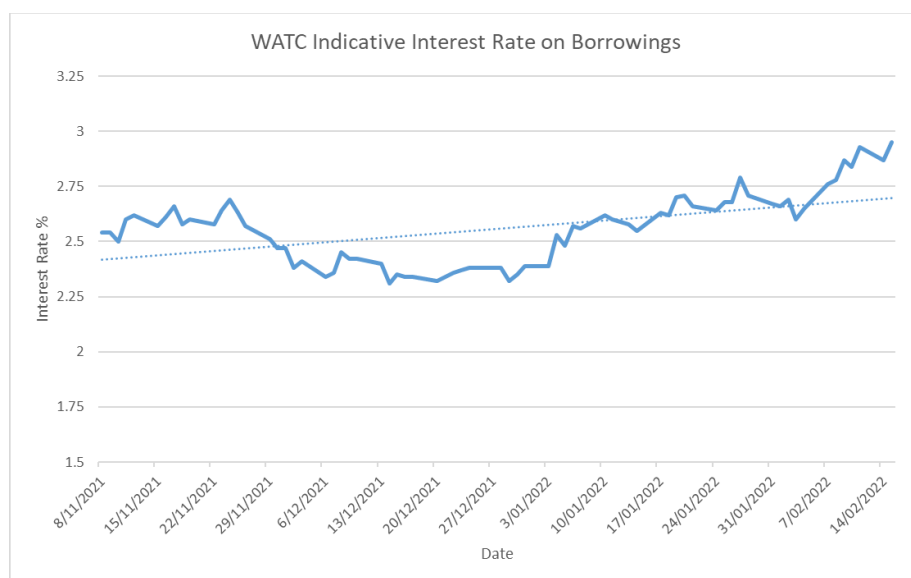
The benefit that the City has when borrowing from the WATC is that the interest rate is fixed for the life of the loan. It therefore makes sense to lock in future borrowings required for the BPACC Project as soon as possible.

As at 15 February 2022, the WATC current indicative rates for 10, 15 and 20 years are as follows:

10 years	2.48%
15 years	2.75%
20 years	2.95%

The City's Draft Long Term Financial Plan (LTFP) has factored in an estimated interest rate of 3% for the remaining \$16.5 million required to fund the project. There is a risk that interest rates will continue to rise throughout the year, which in turn could see a higher interest rate applied to the remaining borrowings.

An upward trend has occurred in the period from November 2021 to February 2022 based on the WATC indicative interest rates as depicted in the graph below.



In order to reduce the risk of escalating interest rates, Council is requested to consider applying for a further \$10 million in loan funding within the 2021/22 financial year, rather than waiting to include this funding in its 2022/23 annual budget as per the original funding plan. Council would be required as per Section 6.20(2) of the Local Government Act 1995 to advertise of its intention to borrow any funds that were not included within its adopted budget.

Council is requested to consider borrowing over a period of up to 20 years, to allow for potential long term savings, should a shorter term be manageable.

As the City aims to reduce the amount of borrowings required where possible and is still waiting on the outcomes of some grant funding applications, it is proposed that only an additional \$10 million be borrowed this financial year. The remaining \$6.5 million can be considered during the development of the 2022/23 Annual Budget, subject to grant funding that may reduce the amount. Council could also supplement this with the use of its existing cash Reserves.

### **Statutory Environment**

Section 6.20 (1) allows a local government to borrow money or obtain credit to perform its functions.

To meet statutory requirements, Council must agree by absolute majority to amend the budget to include additional loan borrowings of \$10 million and associated loan repayments and must also advertise Council's intentions for a period of one month.

**Relevant Plans and Policies**

Borrowing costs for the BPACC Project are in line with previous and draft Long Term Financial Plan projections.

Council's Loan Facilities Policy section 5.8 states that the Council will not borrow funds if the Debt Service Coverage Ratio (Debt Ratio) is outside the basic standard prescribed by the Department of Local Government, Sport and Cultural Industries (the Department).

As at 30 June 2021 the City's Debt Ratio was 5.824. The estimated projected Debt Ratio with the full \$26.5 million predicted loan borrowings as per the draft LTFP for the BPACC Project is 3.02. This estimated result falls well above the Department's minimum standard of 2.0.

**Financial Implications**

As City staff executed Loans 225 and 226 (\$10 million in total) in the second half of the financial year, there is a saving of approximately \$270,000 for payments not required in the first half of 2021/22. Therefore no additional costs will be incurred in 2021/22 to service the proposed new loan of \$10 million.

At an estimated interest rate of 2.95% over 20 years, the loan repayments would cost approximately \$165,930 per quarter. The loan would be taken out towards the end of the financial year, therefore the City would only need to service one payment for the 2021/22 financial year. As previously mentioned in the Officer Comment, should a shorter term be deemed manageable, this may save the City over the term of the loan in interest payments.

Dependent on the new loan repayment schedule, the payments on this new loan would be met by the existing reserve transfers and allocated for in future budget commitments.

**Stakeholder Consultation**

Council would be required to advertise its intention to borrow for a period of 1 month. Any submissions would be considered by Council.

**Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. The following risks have been identified:

Interest rates will rise causing additional cost to the City over the life of the loan.			
<b>Risk Category</b>	<b>Risk Consequence</b>	<b>Likelihood of Consequence</b>	<b>Risk Level</b>
Financial	Minor	Likely	Medium

Interest rates could potentially cost the City approximately an additional \$305,000 in interest and fees over the life of the loan, should the interest rate increase by 0.25% off original estimates. To minimise this risk, the City could lock in a loan early to ensure a spike in interest rates does not cause excessive costs to the City.

**Options**

As an alternative to the proposed recommendation the Council could:

1. Choose to wait until the 2022/23 financial year to include sufficient loan borrowings to complete the BPACC Project. This is not recommended due to the additional cost that is likely to occur as interest rates rise.
2. Consider borrowing an alternate amount.

**CONCLUSION**

Council is therefore requested to approve a loan for \$10 million over a 20 year period within the 2021/22 financial year to reduce the risk of increasing interest rates and costs to the City. Any payments associated with servicing the loan can be covered in the 2021/22 budget. Should Council agree to the officer recommendation, the advertising of the Council's intention for a period of 1 month would be required.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Advertising for a period of 1 month would be required prior to Council giving final approval to borrow \$10 million. Following final approval City staff would execute the paperwork with the WATC within 3 – 5 working days.



**18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**19. URGENT BUSINESS****19.1 COMMERCIAL LEASE - PORTION OF LOT 73 (38) PEEL TERRACE**

<b>STRATEGIC THEME</b>	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
<b>STRATEGIC PRIORITY</b>	3.2 Facilitate an innovative and diversified economy that supports local enterprise, business, investment and employment growth.
<b>SUBJECT INDEX</b>	Economic and Business Development
<b>BUSINESS UNIT</b>	Commercial Services
<b>REPORTING OFFICER</b>	Manager Economic and Business Development Services - Jennifer May
<b>AUTHORISING OFFICER</b>	Director, Community and Commercial Services - Naomi Searle
<b>NATURE OF DECISION</b>	Contractual: To enter into a contract e.g. a lease or the award of a tender etc.
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Nil

The Presiding Member consented to a member moving a motion in relation to an item 'Commercial Lease – Portion of Lot 73 (38) Peel Terrace' on the basis of the item being urgent business as it cannot wait inclusion in the Agenda of the next Council Meeting as the surrender of the lease with CQU must precede the commencement of lease with ECU.

**COUNCIL DECISION****C2202/036**

Moved Councillor A Ryan, seconded Councillor J Richards

**That the Council consider the item 'Commercial Lease – Portion of Lot 73 (38) Peel Terrace' as Urgent Business as it cannot wait inclusion in the Agenda of the next Council Meeting as the surrender of the lease with CQU must precede the commencement of lease with ECU.**

**CARRIED 9/0**

The officer recommendation was moved and carried.

**COUNCIL DECISION****C2202/037**

Moved Councillor A Ryan, seconded Councillor P Carter

**That the Council:**

- 1. Nominates Edith Cowan University as the preferred proponent resulting from the Expression of Interest process for a Tertiary Study Hub opportunity at Lot 73 (38) Peel Terrace, Busselton.**
- 2. Authorises the CEO to negotiate and enter into a lease with Edith Cowan University for Lot 73 (38) Peel Terrace, Busselton to be used as higher education study hub or facility based on the terms as outlined in this report.**

**CARRIED 9/0****BY ABSOLUTE MAJORITY**

**OFFICER RECOMMENDATION**

That the Council:

1. Nominates Edith Cowan University as the preferred proponent resulting from the Expression of Interest process for a Tertiary Study Hub opportunity at Lot 73 (38) Peel Terrace, Busselton.
2. Authorises the CEO to negotiate and enter into a lease with Edith Cowan University for Lot 73 (38) Peel Terrace, Busselton to be used as higher education study hub or facility based on the terms as outlined in this report.

**EXECUTIVE SUMMARY**

An Expression of Interest was advertised for a Tertiary Study Hub Opportunity located at Lot 73 (38) Peel Terrace, Busselton. This report outlines the expression of interest process with two submissions being received and evaluated, and Officers recommending Edith Cowan University as the preferred proponent to enter into negotiations for a lease for Lot 73 (38) Peel Terrace.

**BACKGROUND**

Lot 73 (38) Peel Terrace (on Deposited Plan 49894 being the whole of the land in Certificate of Title Volume 2630 Folio 894) is owned freehold by the City of Busselton and includes a building on the north-eastern portion. The building, located in a highly visible spot on the corner of Peel Terrace and Causeway road has formerly been leased to the Margaret River Busselton Tourism Association (MRBTA) for use as the Busselton Visitor Centre, as well as been used by the City of Busselton as a temporary Customer Information Centre during the construction of the now City administration building.

Following the relocation of the Busselton Visitor Centre and MRBTA administration to the Busselton Foreshore in 2016, Council endorsed the lease of 38 Peel Terrace to Central Queensland University (CQU) to be utilised as a study hub for five years, from 2017-2022. CQU have in this time provided a range of courses and online learning opportunities to the district. CQU have recently advised of their withdrawal from Western Australia as of 2022 and expressed an interest to terminate their lease agreement with the City.

The South West region is currently serviced by Edith Cowen University (ECU), Bunbury Campus and a local learning hub based at the *Good Egg Café* in Busselton, Curtin University of Technology in Margaret River and South Regional TAFE in Bunbury, Busselton and Margaret River. The City, through its Economic Development Strategy (2016-26) has identified the need to have increased higher education opportunities to cater for City residents and hence support retaining the Peel Terrace building as a tertiary study or online learning hub.

As such, an expression of interest (EoI) was advertised to all Western Australian higher education institutions to operate a learning or study hub at the Peel Terrace site. The EoI invited operators to submit proposals consistent with the permissible building uses of;

- Study Hubs
- Study Offices
- Higher Education classrooms
- Computer labs

The Peel Terrace building, constructed in February 1998, has a building footprint area of 302m<sup>2</sup> and a veranda of 152m<sup>2</sup>. It is constructed of limestone external walls, rendered brick internal walls, metal roof and a concrete floor. It is currently fitted out with a reception area, open plan office area, six enclosed offices, file storage/services room, kitchenette / lunch room, internal unisex toilet and two external unisex toilets as well as a cleaners storage area. The building has been fitted out by CQU to facilitate online and study-based learning. Under the lease agreement CQU can remove and restore the building to its previous layout or alternatively they may negotiate with a new tenant to utilise the existing interior fit-out. There are currently 21 marked car parking bays, including a disabled bay on the same lot located adjacent to the building, the parking bays are not included in the lease area however provide non-exclusive use for future students and the public for other uses.

The EoI was advertised for three weeks, from 14 January to 2 February 2022 as detailed in the Stakeholder Consultation section of this report. Two submissions were received, one from Edith Cowan University (ECU) and the other Phoenix Academy. An evaluation panel made up of City Officers was formed and assessed the submissions against the EoI criteria. The panel scored and agreed that ECU submitted the most detailed and highest ranked submission.

### **OFFICER COMMENT**

ECU have been delivering higher education in the South-West Region for approximately 30 years and have been interested in a Busselton Study Hub to improve access to educational services for a number of years. Recently, ECU have made a strategic commitment to higher education in regional areas through the development of a new Strategic and Regional Plan.

ECU currently offers courses in Nursing, Education, Social Work, Health Science and Commerce and have more than 300 residents from the City of Busselton area currently enrolled in ECU degrees. Enrolments to ECU from City residents grew by 60% in the 11 years between 2010 and 2021. A high level summary of ECU's submission outlines the Busselton Tertiary Study Hub providing the following:

- 24/7 accessible study hub with security;
- hybrid/ blended learning methods;
- independent study spaces;
- advice, information and referral to other ECU services through a one-stop concierge service;
- workshops, networking and small group classes; and
- delivery of a new range of tailored courses.

ECU wish to begin commencement of the lease in March 2022, which would be subject to an agreement from CQU to vacate the building and terminate their lease prior to September 2022. A lease term with ECU of five years is proposed with the option to extend for a further five years.

The leasing of 38 Peel Terrace to ECU provides the opportunity for residents in the City of Busselton region to access higher education facilities. ECU have proven their ability to successfully attract regional students and this opportunity will allow them to grow their courses and opportunities for students.

### **Statutory Environment**

The officer recommendation supports the general function of a local government under the *Local Government Act 1995* to provide for the good government of persons in its district.

Regulation 358 Disposal of Property (lease) for 38 Peel Terrace.

Under regulation 30 (2) (b) (i) & (ii) of the Local Government (Functions & General) Regulations, disposal of land to incorporated bodies with objects of benevolent, cultural, educational or similar nature and the members of which are not entitled to receive any pecuniary profit from the body's transactions, are exempt from the advertising and tender requirements of section 3.58 of the Local Government Act.

### **Relevant Plans and Policies**

The officer recommendation aligns to the following adopted plan or policy:

- The leasing of 38 Peel Terrace to a relevant higher education facility is in line with the City of Busselton's Economic Development Strategy 2016-2026.

### **Financial Implications**

The current annual rental income paid by CQU for the lease of the building is \$34,967.26.

A rental market valuation will be undertaken to assess the current market value prior to entering into a new lease with the recommended proponent. Rent reviews will be conducted every three years, with all other years subject to CPI rent reviews. ECU would be required to pay City of Busselton rates, utilities and communications/NBN. The tenant will be responsible for all costs associated with any required internal fit out.

### **Stakeholder Consultation**

An expression of interest (EoI) was advertised for a three week period, from 14 January to 4 February 2022. The EoI was published on the City of Busselton's website and emailed directly to all Western Australian higher education institutions, including Universities, private colleges and TAFE.

### **Risk Assessment**

The surrender of the lease and handover to the new proponent does not involve any significant changes from current practices and is therefore considered low risk, with no risks identified as "medium" or greater.

The recommended proponent has successfully addressed all the EoI selection criteria and the officers are confident in the credibility and experience of the proponent.

### **Options**

As an alternative to the proposed recommendation the Council could:

1. enter into a lease with ECU for alternative terms and conditions.
2. not enter into a lease with ECU and seek alternative tenants (commercial or community).

### **CONCLUSION**

The Peel terrace site has been utilised by CQU for almost five years and provided residents with local tertiary education opportunities. CQU have recently advised the City that they will be withdrawing their study hub from Busselton when their lease expires in September 2022. In line with the Economic Development Strategy (2016-2026) and Council's preference to attract a new higher education institution tenant into this site, Officers conducted an EoI process for a tertiary study hub opportunity for 38 Peel Terrace. Two submissions were received from Edith Cowan University and Phoenix Academy. A panel of Officers evaluated the submissions and are recommending ECU as the preferred proponent to enter into a lease. Council is requested to endorse the Officer recommendation for the CEO to negotiate terms and conditions for a lease with ECU for Lot 73 (38) Peel Terrace, Busselton.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Subject to council endorsement, Officers will liaise with CQU and progress lease negotiations with ECU without delay.



**20. CONFIDENTIAL REPORTS**

Nil

**21. CLOSURE**

The Presiding Member closed the meeting at 5:58pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 93 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 9 MARCH 2022.

DATE: 28/6/22 PRESIDING MEMBER: gll o