

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

CITY OF BUSSELTON

MINUTES OF THE COUNCIL MEETING HELD ON 19 APRIL 2023

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MINUTES

MINUTES OF A MEETING OF THE BUSSELTON CITY COUNCIL HELD IN COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 19 APRIL 2023 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 5.43pm.

The Presiding Member acknowledged the Wadandi and Bibbulmun people as the traditional custodians of this region and paid respects to Elders past and present.

The Presiding Member advised the meeting was being recorded and live streamed.

2. ATTENDANCE

Presiding Member:

Cr Grant Henley Mayor

Members:

Cr Paul Carter Deputy Mayor
Cr Sue Riccelli
Cr Ross Paine
Cr Kate Cox (*remote attendance*)
Cr Anne Ryan
Cr Jodie Richards
Cr Mikayla Love

Officers:

Mr Tony Nottle, Chief Executive Officer
Mr Oliver Darby, Director, Engineering and Works Services
Mr Paul Needham, Director, Planning and Development Services
Mr Dave Goodwin, Acting Director, Community and Commercial Services
Ms Sarah Pierson, Acting Director, Finance and Corporate Services
Ms Jo Barrett-Lennard, Governance Officer

Apologies:

Nil

Approved Leave of Absence:

Cr Phill Cronin (C2303/015)

Media:

Nil

Public:

3. PRAYER

The prayer was delivered by Pastor Tony Peak of the Abundant Life Centre, Busselton.

4. APPLICATION FOR LEAVE OF ABSENCE

Nil

5. DISCLOSURE OF INTERESTS

Nil

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

The Presiding Member acknowledged ANZAC Day, and recited the Ode of Remembrance. A minute silence was observed.

7. QUESTION TIME FOR PUBLIC**Response to Questions Taken on Notice**

Nil

Question Time for Public

Nil

8. CONFIRMATION AND RECEIPT OF MINUTES**Previous Council Meetings****8.1 Minutes of the Council Meeting held 15 March 2023****COUNCIL DECISION****C2304/058**

Moved Councillor R Paine, seconded Councillor S Riccelli

That the Minutes of the Council Meeting held 15 March 2023 be confirmed as a true and correct record subject to checking Cr Paine was recorded as leaving the meeting.

CARRIED 8/0

**Note: Minutes were checked and correctly recorded proceedings.*

8.2 Minutes of the Special Council Meeting held 1 March 2023**COUNCIL DECISION****C2304/059**

Moved Councillor J Richards, seconded Councillor M Love

That the Minutes of the Special Council Meeting held 1 March 2023 be confirmed as a true and correct record.**CARRIED 8/0****Committee Meetings**8.3 Minutes of the Finance Committee Meeting held 5 April 2023**COUNCIL DECISION****C2304/060**

Moved Councillor A Ryan, seconded Councillor P Carter

That the Unconfirmed Minutes of the Finance Committee Meeting held 5 April 2023 be noted as received.**CARRIED 8/0****9. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS****Petitions**

Nil

Presentations

Mr Matthew Cain and Mr Lindsay Allen spoke in relation to Item 13.1, 'DA22/0754 – Extension to Non-Conforming Use – Tourist Accommodation (Caretakers Dwelling and 9 x Accommodation Units)'. Mr Cain and Mr Allen spoke in favour of Cr Carters' Alternative Recommendation and the Officer Recommendation.

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**C2304/061**

Moved Councillor P Carter, seconded Councillor M Love







That the Committee Recommendations for items 12.1, 12.2 and 12.4, and the Officer Recommendations for items 13.2, 14.1, and 17.1 be carried en bloc:

- 12.1 Finance Committee - 5/4/2023 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 28 FEBRUARY 2023
- 12.2 Finance Committee - 5/4/2023 - LIST OF PAYMENTS MADE - FEBRUARY 2023
- 12.4 Finance Committee - 5/4/2023 - RATE EXEMPTION - CANCER COUNCIL WESTERN AUSTRALIA INC
- 13.2 RESOLUTION TO PREPARE NEW LOCAL PLANNING SCHEME AND ASSOCIATED SCHEME AMENDMENT PARTIAL MORATORIUM
- 14.1 RFT 05/23 BUSSELL HIGHWAY STAGE 1
- 17.1 COUNCILLORS INFORMATION BULLETIN

CARRIED 8/0**EN BLOC**

12. REPORTS OF COMMITTEE

12.1 Finance Committee - 5/4/2023 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 28 FEBRUARY 2023

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
SUBJECT INDEX	Financial Activity Statements
BUSINESS UNIT	Financial Services
REPORTING OFFICER	Manager Financial Services - Paul Sheridan
AUTHORISING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Investment Report - February 2023   Attachment B Loan Schedule - February 2023   Attachment C Financial Activity Statement - February 2023  

This item was considered by the Finance Committee at its meeting on 5/4/2023, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2304/062 Moved Councillor P Carter, seconded Councillor M Love

That the Council receives the statutory financial activity statement reports for the period ending 28 February 2023, pursuant to Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996*.

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council receives the statutory financial activity statement reports for the period ending 28 February 2023, 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 28 February 2023.

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 3rd August 2022, the Council adopted (C2208/198) the following material variance reporting threshold for the 2022/23 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 2022/23 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 \$50,000.*

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 28 February 2023

The Statement of Financial Activity (FAS) for the year to date (YTD) shows an overall Net Current Position of \$15.9M as opposed to the YTD budget of \$5.7M. This represents a positive variance of \$10.2M 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	2022/23 Actual YTD \$	2022/23 Amended Budget YTD \$	2022/23 Amended Budget \$	2022/23 YTD Bud Variance %	2022/23 YTD Bud Variance \$	Change in Variance Current Month \$
Revenue from Ordinary Activities				8.73%	6,430,685	851,638
1. Operating Grants, Subsidies and Contributions	2,335,197	1,652,578	3,432,638	41.31%	682,620	85,283
2. Fees & Charges	17,452,628	13,277,976	19,894,021	31.44%	4,174,652	477,291
3. Other Revenue	395,738	238,352	351,906	66.03%	157,386	(832,613)
4. Interest Earnings	2,545,459	1,344,165	2,019,250	89.37%	1,201,295	1,089,005
Expenses from Ordinary Activities				(13.32%)	(6,727,157)	(962,645)
5. Materials & Contracts	(12,560,791)	(7,971,076)	(22,222,577)	(57.58%)	(4,589,715)	(699,389)
6. Utilities (Gas, Electricity, Water etc)	(1,777,728)	(1,592,958)	(2,876,680)	(11.60%)	(184,770)	(16,180)
7. Insurance Expenses	(869,528)	(636,071)	(652,369)	(36.70%)	(233,457)	(82)
8. Other Expenditure	(2,353,727)	(1,888,514)	(7,677,546)	(24.63%)	(465,213)	(157,443)
9. Non-Operating Grants, Subsidies and Contributions	5,339,709	594,396	31,932,301	798.34%	4,745,313	1,291,343
Capital Revenue & (Expenditure)				13.10%	4,710,993	1,604,255
10. Land & Buildings	(8,714,833)	(10,631,351)	(40,900,690)	18.03%	1,916,518	112,737
Plant & Equipment	(904,176)	(17,273)	(3,711,873)	(5134.62%)	(886,903)	(23,952)
Furniture & Equipment	(585,425)	(463,573)	(1,088,664)	(26.29%)	(121,852)	(36,220)
Infrastructure	(8,978,071)	(12,024,725)	(23,731,521)	25.34%	3,046,654	549,460
11. Proceeds from Sale of Assets	372,340	152,352	613,452	144.39%	219,988	372,340

Cost Centre Code	Cost centre Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
1025	Fleet Management	1,554,233	-	(1,554,233)	100.0%	(233,279)
<p>The YTD budget figure is not correctly reflected in the accounts; that aside, 8/12th of the annual budget equals \$1.481M and thus YTD costs would be tracking at \$74K over budget YTD. Fuel & Oil fleet costs have fluctuated throughout the year with an interim mid-year review indicating an estimated \$40-\$50k over budget position at that time. Historically the amount of diesel used across the City increase in the second half of the year, in line with an increase in civil construction activities. Thus, this variance may increase although the price of diesel seems to have moderated recently with some small decreases in price. Efforts will be made to plan and manage any over expenditure against other Fleet related costs that can be deferred.</p>						
1055	Rural Verge and Firebreak Maintenance	305,148	231,112	(74,036)	(32.0%)	(276,259)
<p>463k has been budgeted for a phased approach to the creation of an in-house Tree Care team over two financial years. This being the first year, \$346k of the budget has been assigned to contractor based works until plant and equipment is procured. Due to extended lead times for plant procurement, material & Contract expenditure this financial year will be managed to the full \$463k budget (\$117k over material & contract budget).</p>						

6. Utilities (Gas, Electricity, Water etc)

In total, over budget by \$188K YTD, broken down as follows:

Description	FY Budget Expense	YTD Budget Expenses	YTD Actual Expenses	YTD Variance
3500 - Electricity	1,814,016	993,433	1,201,128	(207,695)
3505 - Gas - Reticulated	4,971	2,762	1,365	1,397
3506 - Gas - LPG Bottled	16,041	0	15,451	(15,451)
3507 - Gas - Alinta Boiler Gas (BJTP)	5,843	3,441	2,530	911
3510 - Water Consumption	491,504	228,045	250,358	(22,313)
3511 - Water Meter Rental & Supply Charge	86,520	38,726	65,079	(26,353)
3513 - Sewerage Volume Charges	32,134	31,468	12,915	18,553
3514 - Sewerage Charge (Rates)	98,871	92,173	47,845	44,328
3520 - Office Telephones, Faxes & Internet	96,909	61,018	64,798	(3,781)
3521 - Public WIFI	40,693	27,993	28,786	(793)
3522 - Mobile Devices Costs	102,395	61,067	42,731	18,336
3524 - Other Telecommunication & Network Costs	86,783	52,833	47,490	5,344
	2,876,680	1,592,958	1,780,475	(187,517)

The electricity charges are significantly over budget YTD due to the entire year budgets for GLC and NCC being allocated to June (tracking well compared to full year budget of \$223K), as well as budget timing for Street Lighting.

Gas is over budget due to the budget timing allocated to the end of the year. Spend is on track to meet or be under budget by year end.

Between Water Consumption & Water Rental & Supply charges, the YTD overspend to budget is also attributable to budget timing, with actual charges YTD on track to coming in under the full year budget by year end.

Sewerage charges and rates are significantly under budget YTD due to delays in allocating the annual notices, which have in fact been received and paid. This variance will rectify in the subsequent months.

Telecommunications, internet and network costs are under YTD due to billing lags in relation to the mobile account. It is expected to come in close to budget by year end.

7. Insurance Expenses

The full year budget for all insurance is \$1.32M, split \$652K in Insurance Expenses and \$672K in Employment Costs. Insurance costs that are categorised in the operational nature & type are \$233K over budget YTD due to the timing of the budget allocation and that fact that all premiums have been paid. This is however expected to be \$217K over by year end. Apart from rising insurance costs globally, the biggest cause for this over spend is the significantly higher than expected asset values, which are used by the insurers in setting premiums, that arose from the organisation wide independent asset revaluation conducted in early 2022.

This is outlined in the table below:

Description	FY Budget Expense	YTD Budget Expenses	YTD Actual Expenses	Variance to FY Budget	Variance to YTD Budget
3565 - Art Works Insurance	1,969	1,801	8,547	(6,578)	(6,746)
3566 - Building Insurance	140,111	131,816	308,288	(168,177)	(176,472)
3568 - Electronic Equipment Insurance	1,298	1,298	4,036	(2,738)	(2,738)
3569 - Insurance Excess	0	0	1,000	(1,000)	(1,000)
3570 - Machinery Breakdown Insurance	796	796	22,139	(21,343)	(21,343)
3571 - Marine Crafts Insurance	251	0	1,654	(1,403)	(1,654)
3572 - Motor Vehicle & Plant Insurance	40,127	38,996	102,598	(62,471)	(63,602)
3573 - Multi Risk Insurance	21,747	16,846	35,989	(14,242)	(19,143)
3575 - Public Liability Insurance	398,824	399,157	339,962	58,862	59,195
3576 - Other General Insurance Costs	45,948	44,063	29,547	16,401	14,516
3577 - Cyber Liability	1,298	1,298	15,769	(14,471)	(14,471)
Total	652,369	636,071	869,528	(217,159)	(233,457)

Cost Centre Code	Cost Centre Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
1011	Leisure Centres	29,879	3,283	(26,596)	(810.0%)	(1,581)
The variance is timing related due to spread of the budget. Actual expenditure to date represents 57% of the other expenses budget and is actually underspent compared to 8/12 even spread of the full year budget of \$53K.						
<u>Planning and Development Services</u>		70,419	82,766	12,347	14.9%	30,333
1045	Planning Administration Support	-	30,780	30,780	100.0%	20,603
Funds are for the Busselton & Dunsborough Centres Refurbishment Subsidy Programme. The City has not undertaken an EOI programme this financial year, as a result, no applications for funding assistance have been received.						
1054	Ranger & Emergency Services	15,499	3,945	(11,554)	(292.9%)	(932)
\$6K relates to a spend against Rangers for contributions to another LG for LSL. The remainders relates to earlier than anticipated spending on supplies for the various brigades, compared to the months where the budget is allocated.						
<u>Engineering and Works Services</u>		81,892	63,285	(18,606)	(29.4%)	(8,542)
1019	Facilities Maintenance	34,917	18,089	(16,827)	(93.0%)	24
The variance in Facilities is due to greater ESL levies being paid than was originally budgeted for. The variance in Donations, contributions and subsidies is the contribution the City pay to MRBTA for our share of the cleaning costs – This is allowed for in the operational budget and an overall overspend is not anticipated.						

9. Non-Operating Grants, Subsidies & Contributions

The positive variance of \$4.7M 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.

The overall positive variance however, due to certain projects in the table below, is due to a reimbursement of the municipal fund required for cashflow purposes a lot earlier than was initially budgeted.

Revenue Code	Revenue Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
<u>Finance and Corporate Services</u>		76,801	-	76,801	100.0%	-
1033	Financial Services	7,801	-	7,801	100.0%	-
1041	Land and Property Leasing	69,000	-	69,000	100.0%	-
<u>Community and Commercial Services</u>		1,094,243	-	1,094,243	100.0%	-
1007	Airport Operations	1,052,000	-	1,052,000	100.0%	-
1011	Leisure Centres	42,243	-	42,243	100.0%	-

[illegible]

Project Code	Project Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
Various	Waste Services Capital Works	1,185,713	28,955	(1,156,753)	(3995%)	(28,625)
This variance is attributable to stage 2 of the lined landfill / cell development. The stage 2 budget totalling \$1.95M was loaded into the month of June 2023. Expenditure on this project YTD totals \$1.2M.						
10818	Jetty Capital Works	274,768	187,088	(87,680)	(47%)	(30,898)
This is a timing issue – a capital upgrade on two timber Jetty piles that was programmed for later in the year was brought forward due to earlier than expected approval from DPLH.						
Various	Drainage	159,238	449,989	290,752	65%	25,842
The City has three drainage projects planned for the year budgeted at \$705K in total. There remain some budget timing variances within this item with the \$290k YTD variance being: <ul style="list-style-type: none"> \$136K Carey Street – Concrete products procured, contract awarded for water main replacement with construction commencement scheduled for end of March. \$153K North Street – Design in progress. Construction delivery dependent on proposed scope, contractor availability and seasonal weather. 						
Various	Regional Airport & Industrial Park Infrastructure	1,068,836	3,333	(1,065,502)	(31965%)	(65,681)
The Airfield Stage 2 account includes the public car park expenditure (\$251K) and project expenses (\$750K) - both are a timing issue compared to YTD budget allocations. It is expected that total actual expenditure for the year will come in very close to the budgeted full year amount for this area of \$1.37M.						

11. Proceeds from Sale of Assets

There is an YTD variance \$220K, as minimal asset sales have been able to take place YTD, due to supply change issues in the trade-in/auction and subsequent changeover of vehicles and other plant items.

12. Proceeds from New Loans

There is an YTD variance \$6.5M as the budgeted final draw down on the borrowing for the Saltwater project occurred earlier than forecast due to the increasing interest rates.

13. Repayment of Capital Lease

The (18%) YTD variance of (\$38K), is purely timing, as payments YTD of \$247K are all that are expected to be made for the rest of the year, and this is actually \$4K less than the full year budget of \$251K.

14. Transfer to Restricted Assets

There is an YTD variance in transfers to Restricted Assets of \$16.4M because there is no budget at all for this item. The transfers are not possible to predict, and are fully reconciled only at year end.

At the time of budgeting it is not possible to predict what grants, contributions or developer bonds will be received, and in what timeframe, nor when they will be spent and hence potentially transferred to Restricted Assets (or unspent portions thereof).

Transfers to restricted assets are offset by the incoming receipt, be it a grant, contribution, subsidy or even loan proceeds, so the net impact on the Net Current Position is always nil (once full reconciliation has occurred at year end).

YTD, loans of \$8.5M were restricted for BPACC (following receipt of grant funds and the final tranche of borrowing), until utilized, as well as \$6.1M in various government grants, plus \$1.2M in Roadwork Bonds, \$36K in BJTP deposits, \$433K in developer contributions and \$131K in various other deposits and bonds.

15. Transfer from Restricted Assets

YTD, there has been \$10M transferred from Restricted Assets into the Municipal Account. The transfers are usually not possible to predict, and are fully reconciled only at year end. This was attributable to \$4.1M of the BPACC loan funding utilised, \$5.1M of grant money for works completed and reconciled, \$770K of Roadwork Bonds returned, and \$30K of various other bonds and deposits returned or utilised.

16. Transfer from Reserves

YTD, there has been \$1.1M more transferred from reserves than budgeted YTD, due to reconciliation of completed reserve funded works occurring earlier than forecast (usually done at year end), for some particularly large projects.

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 28th February 2023 the value of the City's invested funds remained at \$113.1M as at 31st January 2023. The 11AM (an intermediary account which offers immediate access to the funds compared to the term deposits) account balance is \$7.0M, with no change from 31st January 2023.

During the month of January five term deposits totalling the amount of \$14.5M matured. These were renewed for a further 156 days at 4.37% on average.

The official cash rate increased during the month of February 2023 from 3.10% to 3.35%. Further increases to the cash rate are expected in the coming months. This will result in higher interest earnings for the City, although future borrowings will incur higher rates also.

Borrowings Update

During the month no new loans were drawn, with no scheduled repayments made on existing loans. The attached Loan Schedule outlines the status of all existing loans YTD.

Chief Executive Officer – Corporate Credit Card

Details of transactions made on the Chief Executive Officer's corporate credit card during February 2023 are provided below to ensure there is appropriate oversight and awareness.

Date	Payee	Description	\$ Amount
6/02/23	PERTH AIRPORT PARKING	PARKING WHILE ATTENDING RCA CONFERENCE IN CANBERRA-CEO & MAYOR	96.07
7/02/23	AERIAL CG -TAXI	MAYOR/CEO TAXI FARE- RCA DELEGATION CANBERRA	28.51
7/02/23	VIRGIN AUSTRALIA INFLIGHT FOOD	INFLIGHT FOOD- RCA CONFERENCE IN CANBERRA-CEO & MAYOR	30.00
7/02/23	HOTEL REALM PTY LTD	DRINKS- RCA CONFERENCE IN CANBERRA-CEO & MAYOR	56.00
7/02/23	BRASSEY HOTEL CANBERRA	ACCOMMODATION-RCA CONFERENCE CANBERRA-MAYOR HENLEY	309.00
7/02/23	BRASSEY HOTEL CANBERRA	ACCOMMODATION-RCA CONFERENCE CANBERRA-CEO	320.00
8/02/23	CITY HILL COFFEE CANBERRA AIRP	MEAL-RCA CONFERENCE CENBERRA-CEO	42.36
10/02/23	FLORIST GUMP	SYMPATHY FLOWERS	108.00
12/02/23	COLES EXPRESS DUNS	FUEL - CEO VEHICLE	149.16
14/02/23	REGIONAL AUSTRALIA INSTITUTE	ATTENDANCE TO REGIONS RISING -CEO	220.00
16/02/23	WEST AUSTRALIAN	DIGITAL SUBSCRIPTION-PR	28.00
19/02/23	ECU*	TUITION FEES -CEO*	4,260.00
23/02/23	VITAL SOURCE*	EBOOK- CEO*	79.26
28/02/23	MAILCHIMP	ELECTRONIC NEWSLETTER-PR	371.03
		TOTAL	6,097.39

*Professional development allowance

Donations & Contributions Received

During the month a donated fire truck from DFES was received for the Dunsborough Bush Fire Brigade valued at \$237K.

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 28th February 2023, the City's net current position stands at \$15.9M, and cash reserve balances remain sufficient for their purposes.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.



CITY OF BUSSELTON - INVESTMENT PERFORMANCE REPORT For the month of February 2023



11am Bank Account As at 28 February 2023

INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	3.25%	\$ 7,000,000

Term Deposits - Miscellaneous Funds As at 28 February 2023

INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
ANZ	AA	90	16-Apr-23	3.22%	\$ 3,500,000
WBC	AA	150	22-Jul-23	4.61%	\$ 1,500,000
WBC	AA	212	17-Jun-23	4.20%	\$ 1,500,000
Bendigo	BBB	180	22-Mar-23	3.80%	\$ 3,000,000
WBC	AA	212	06-Mar-23	3.46%	\$ 5,000,000
NAB	AA	180	17-Jun-23	4.25%	\$ 4,000,000
NAB	AA	180	26-Jul-23	4.25%	\$ 2,000,000
WBC	AA	243	24-Apr-23	3.74%	\$ 3,000,000
WBC	AA	181	24-Aug-23	4.71%	\$ 2,000,000
WBC	AA	212	29-Apr-23	4.33%	\$ 4,000,000
NAB	AA	180	15-Mar-23	3.80%	\$ 4,000,000
ANZ	AA	90	25-Mar-23	3.13%	\$ 3,000,000
ANZ	AA	212	25-May-23	3.59%	\$ 2,000,000
ANZ	AA	212	26-Mar-23	2.63%	\$ 4,000,000
WBC	AA	150	10-Jul-23	4.53%	\$ 4,000,000
NAB	AA	181	03-Apr-23	4.05%	\$ 3,000,000
NAB	AA	181	29-May-23	4.10%	\$ 3,000,000
NAB	AA	150	27-Jul-23	4.42%	\$ 4,000,000
ANZ	AA	90	10-Mar-23	3.05%	\$ 2,000,000
ANZ	AA	150	10-Jul-23	3.57%	\$ 3,000,000
CBA	AA	211	28-Apr-23	4.10%	\$ 5,000,000
MeBank	BBB	182	24-Apr-23	4.20%	\$ 2,000,000
BoQ	BBB	181	02-May-23	4.20%	\$ 2,000,000
BoQ	BBB	181	30-May-23	4.15%	\$ 2,000,000
ANZ	AA	181	29-Jul-23	4.15%	\$ 4,000,000
ANZ	AA	181	29-May-23	3.82%	\$ 2,000,000
CBA	AA	239	28-Jun-23	4.19%	\$ 3,000,000
WBC	AA	212	20-Apr-23	4.14%	\$ 4,000,000
WBC	AA	242	20-May-23	4.22%	\$ 4,000,000
WBC	AA	273	20-Jun-23	4.30%	\$ 4,000,000
CBA	AA	272	19-Jun-23	4.11%	\$ 5,000,000
CBA	AA	240	18-May-23	4.04%	\$ 5,000,000

Total of Term Deposits **103,500,000.00**
Weighted Average Annual Rate of Return **3.94%**

Airport Redevelopment Funds As at 28 February 2023

WA Treasury Corp. - Overnight Cash Deposit Facility	3.30%	\$ 607,789
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Total of Airport Redevelopment Funds - WATC \$ 607,789

Nil

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

ANZ Cash Account	AA	NA	NA	3.25%	\$ 784,422
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Total of Airport Redevelopment Funds - Other \$ 784,422

Total of Airport Redevelopment Funds \$ 1,392,211

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	\$ 1,626
Interest Received 2022/23	\$ 32,279
Interest Accrued but not yet Received	\$ 13,665

Total Interest Airport Funds (Non-Reserve) at month's end \$ 2,614,890

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

Interest Transferred out to Municipal Funds \$ 37,400

Interest Earned (incl. Accrued) on Funds Held in City Reserve A/c 136 \$ 105,563

(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 2022	As at 28 February 2023
---------------------------------	------------------	--------------------	------------------------

11am Bank Account	\$ 11,000,000	\$ 11,500,000	\$ 7,000,000
11am Bank Account Interest - not yet fully processed	\$ -	\$ -	\$ -
Term Deposits - Misc. Funds	\$ 83,501,572	\$ 81,500,000	\$ 103,500,000
Term Deposit Interest - not yet fully processed	\$ -	\$ -	\$ -
Airport Redevelopment - WATC Deposits	\$ 1,639,532	\$ 1,640,116	\$ 607,789
Airport Redevelopment - ANZ Cash A/c	\$ 784,422	\$ 784,422	\$ 784,422
Total of all Investments Held	\$ 96,925,526	\$ 95,424,539	\$ 111,892,211

TOTAL INTEREST RECEIVED AND ACCRUED	\$ 145,651	\$ 319,405	\$ 2,115,409
INTEREST BUDGET	\$ 145,264	\$ 200,000	\$ 1,084,864

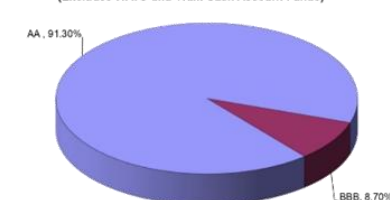
(Note: Interest figures relate to City general funds only and does not include interest allocated to specific areas such as the Airport Redevelopment)

Statement of Compliance with Council's Investment Policy 218

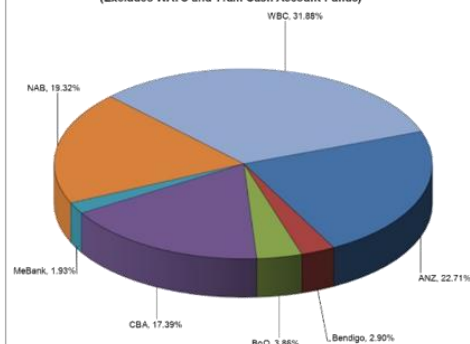
- All funds are to be invested within legislative limits. **Fully Compliant**
- All individual funds held within the portfolio are not to exceed a set percentage of the total portfolio value. **Fully Compliant**
- The amount invested based upon the Fund's Rating is not to exceed the set percentages of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

Investment Graphs

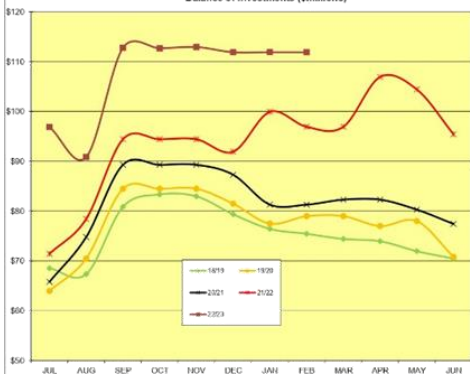
Summary of Term Deposits by S & P Rating (Excludes WATC and 11am Cash Account Funds)



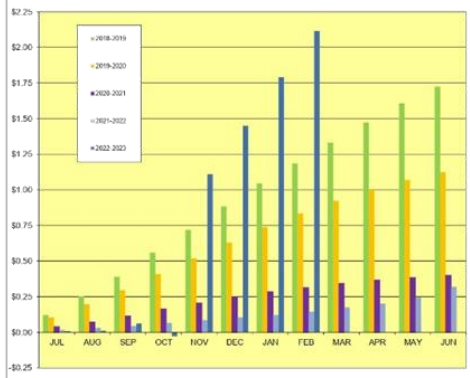
Summary of Term Deposits by Institution (Excludes WATC and 11am Cash Account Funds)



Balance of Investments (\$millions)



Interest Earned on Investments (\$millions)



City of Busseton
Loan Schedule - as at 28 February 2023

Purpose	Loan Number	Institution	Budgeted Interest Rate	Term (Years)	Expiry	Actual Interest Rate	2022/23 Actual New Loans	2022/23 Actual Principal Repayments	2022/23 Actual Balance of Principal Owning	2022/23 Actual Interest Repayments	Budget Principal 1 July 2022	2022/23 Budget New Loans	2022/23 Budget Principal Repayments	Budget Principal Outstanding 30 June 2023	2022/23 Budget Interest Repayments
			%			%	\$	\$	\$	\$	\$	\$	\$	\$	\$
Council Loans															
Administration															
Civic and Administration Centre	207	WATC	4.51	20	Jun-34	4.51		400,660	12,194,383	281,772	12,595,043		810,406	11,784,637	554,459
Other Property and Services															
Lot 40 Vasse Highway	210	WATC	3.61	10	Dec-25	3.61			850,000	15,343	850,000		-	850,000	30,685
Recreation and Culture															
Geothermal Heating GLC	202	WATC	3.98	10	Jun-23	3.98		31,396	32,024	1,107	63,421		63,421	(0)	1,585
Busseton Foreshore	204	WATC	4.36	15	Jun-29	4.36		37,370	567,293	12,979	604,663		75,559	529,104	25,139
GLC Extensions	205	WATC	3.92	10	Jun-24	3.92		67,927	211,913	5,154	279,840		137,191	142,649	8,969
Busseton Foreshore	209	WATC	3.45	12	Jun-27	3.45		282,290	2,778,910	53,239	3,061,200		569,628	2,491,572	101,430
Busseton Foreshore	211	WATC	2.55	8	Oct-24	2.55		294,476	709,341	17,329	1,003,817		393,889	609,928	21,851
Busseton Foreshore Jetty Precinct	215	WATC	3.25	10	Apr-28	3.25		121,488	1,473,991	25,927	1,595,480		244,951	1,350,529	49,879
Tennis Club Facility	216	WATC	3.25	10	Apr-28	3.25		133,637	1,621,390	28,519	1,755,027		269,446	1,485,581	54,867
Lot 10 Commonage Road	217	WATC	3.25	10	Apr-28	3.25		77,753	943,354	16,593	1,021,107		156,769	864,338	31,923
Busseton Tennis Club	218	WATC	2.21	10	Jun-29	2.21		60,203	846,112	9,849	906,314		121,072	785,242	19,031
Performing Arts / Convention Centre	225	WATC	1.46	10	Dec-31	2.10		228,301	4,545,775	49,506	4,774,076		459,005	4,315,071	96,611
Performing Arts / Convention Centre	226	WATC	2.02	15	Dec-36	2.39		141,198	4,719,274	57,553	4,860,472		284,085	4,576,387	113,418
Performing Arts / Convention Centre	228	WATC	3.86	20	Jun-42	3.86		83,883	4,916,117	129,101	5,000,000		169,393	4,830,607	190,515
Performing Arts / Convention Centre	229	WATC	3.77	17	Jun-39	3.77		106,121	4,893,879	125,949	5,000,000		214,251	4,785,749	185,387
Performing Arts / Convention Centre	230	Unknown	3.25	20	Dec-42	4.42	6,500,000				-	6,500,000	175,426	6,324,574	157,020
Transport															
Airport Jet A1 Installation	206	WATC	3.92	10	Jun-24	3.92		19,812	61,808	1,503	81,620		40,014	41,606	2,616
Airport Freight Hub Stage 1	219	WATC	2.21	10	Jun-29	2.21		71,280	1,001,796	11,661	1,073,076		143,350	929,726	22,532
							6,500,000	2,157,795	42,367,360	843,084	44,525,155	6,500,000	4,327,853	46,697,301	1,667,916
Self-Supporting Loans															
Recreation and Culture															
Busseton Bowling Club	199	WATC	5.98		Dec-20	5.98			-		-			-	
Busseton Football and Sportsman's Club	208	WATC	2.93	10.25	Apr-25	2.93		1,559	8,146	136	9,705		3,141	6,564	250
Dunsborough and Districts Country Club	212	WATC	3.04	10	May-27	3.04		5,721	55,570	932	61,291		11,530	49,761	1,776
Geographe Bay Yacht Club	213	WATC	3.04	10	May-27	3.04		5,019	48,745	817	53,764		10,114	43,650	1,558
Dunsborough and Districts Country Club	214	WATC	3.19	10	Sep-27	3.19		5,434	59,343	1,033	64,777		10,955	53,822	1,980
Busseton Tennis Club	220	WATC	1.37	7	Sep-26	1.37		3,542	27,348	206	30,889		7,107	23,782	387
Busseton Hockey Club Stadium	221	WATC	1.31	10	Jun-30	1.31		2,172	34,345	236	36,517		4,358	32,158	457
Busseton Golf Club	222	WATC	1.45	10	Jun-31	1.45		5,205	94,499	714	99,703		10,447	89,256	1,390
Dunsborough Bay Yacht Club	223	WATC	2.77	5	Dec-26	1.57		2,432	20,155	172	22,587		4,883	17,704	325
Geographe Bay Yacht Club	224	WATC	2.77	10	Dec-31	2.42		2,251	45,525	571	47,776		4,530	43,246	1,114
Community Groups 22/23 \$250K	New	Unknown	1.55	10	New				-		-	250,000	11,603	238,397	1,915
Economic Services															
MRBTA - Ancient Lands Discovery Park	227	WATC	2.77	10	Mar-32	2.77		55,021	1,167,752	16,753	1,222,773		110,808	1,111,965	32,742
							-	88,356	1,561,426	21,570	1,649,782	250,000	189,475	1,710,307	43,895
Total - Council and Self-supporting Loans							6,500,000	2,246,151	43,928,786	864,654	46,174,937	6,750,000	4,517,329	48,407,608	1,711,811

City of Busselton						
Statement of Financial Activity						
Year to Date As At 28 February 2023						
	2022/2023 Actual YTD	2022/2023 Amended Budget YTD	2022/2023 Original Budget YTD	2022/2023 Amended Budget	2022/2023 Original Budget	2022/23 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
Revenue from Ordinary Activities						
Rates	57,334,586	57,119,854	57,119,854	57,741,408	57,741,408	0.38%
Operating Grants, Subsidies and Contributions	2,335,197	1,652,578	147,054	3,432,638	3,432,638	41.31%
Fees & Charges	17,452,628	13,277,976	13,277,976	19,894,021	19,894,021	31.44%
Other Revenue	395,738	238,352	238,352	351,906	351,906	66.03%
Interest Earnings	2,545,459	1,344,165	1,344,165	2,019,250	2,019,250	89.37%
Gain on Sale of Non-Current Asset	0	0	0	0	0	100.00%
Fair Value Adjustment to Assets	0	0	0	0	0	100.00%
	80,063,610	73,632,924	72,127,401	83,439,223	83,439,223	8.73%
Expenses from Ordinary Activities						
Employee Costs	(23,438,623)	(21,540,821)	(21,488,420)	(36,307,918)	(36,307,918)	-8.81%
Materials & Contracts	(12,560,791)	(7,971,076)	(7,413,810)	(22,222,577)	(22,164,077)	-57.58%
Utilities (Gas, Electricity, Water etc)	(1,777,728)	(1,592,958)	(1,592,958)	(2,876,680)	(2,876,680)	-11.60%
Depreciation on non current assets	(17,365,313)	(18,268,207)	(18,268,207)	(27,439,900)	(27,439,900)	4.94%
Insurance Expenses	(869,528)	(636,071)	(636,071)	(652,369)	(652,369)	-36.70%
Other Expenditure	(2,353,727)	(1,888,514)	(1,288,557)	(7,677,546)	(7,677,546)	-24.63%
Allocations	1,144,853	1,403,947	1,403,947	2,132,924	2,132,924	18.45%
	(57,220,857)	(50,493,700)	(49,284,076)	(95,044,066)	(94,985,566)	-13.32%
Borrowings Cost Expense						
Interest Expenses	(774,953)	(853,471)	(853,471)	(1,722,673)	(1,722,673)	9.20%
	(774,953)	(853,471)	(853,471)	(1,722,673)	(1,722,673)	9.20%
Non-Operating Grants, Subsidies and Contributions	5,339,709	594,396	594,396	31,932,301	31,102,583	798.34%
Profit on Asset Disposals	127,654	4,048	4,048	23,632	23,632	3053.15%
Loss on Asset Disposals	(7,337)	(38,190)	(38,190)	(45,550)	(45,550)	80.79%
	5,460,027	560,255	560,255	31,910,383	31,080,665	874.56%
Net Result	27,527,827	22,846,008	22,550,109	18,582,867	17,811,649	20.49%
Adjustments for Non-cash Revenue & Expenditure						
Depreciation	17,365,313	18,268,207	18,268,207	27,439,900	27,439,900	
Donated Assets	(237,228)	0	0	(5,740,000)	(5,740,000)	
(Profit)/Loss on Sale of Assets	(120,318)	34,141	34,141	21,918	21,918	
Allocations & Other Adjustments	(361,640)	0	0	0	0	
Deferred Pensioner Movements (Non-current)	(37,891)	0	0	0	0	
Recording of Employee Benefit and Other Provisions (NC)	0	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	461,265	0	0	0	0	
Future Obligations Net Movements (NC)	2,086,212	0	0	0	0	
Fair value and Gain on Sale Adjustment	0	0	0	0	0	
Capital Revenue & (Expenditure)						
Land & Buildings	(8,714,833)	(10,631,351)	(10,631,351)	(40,900,690)	(40,359,914)	18.03%
Plant & Equipment	(904,176)	(17,273)	(17,273)	(3,711,873)	(2,451,873)	-5134.62%
Furniture & Equipment	(585,425)	(463,573)	(463,573)	(1,088,664)	(1,048,664)	-26.29%
Infrastructure	(8,978,071)	(12,024,725)	(12,024,725)	(23,731,521)	(22,600,157)	25.34%
Proceeds from Sale of Assets	372,340	152,352	152,352	613,452	613,452	144.39%
Proceeds from New Loans	6,500,000	0	0	6,750,000	6,750,000	100.00%
Self Supporting Loans - Repayment of Principal	88,356	88,356	88,356	189,476	189,476	0.00%
Total Loan Repayments - Principal	(2,246,151)	(2,304,154)	(2,304,154)	(4,517,329)	(4,517,329)	2.52%
Repayment Capital Lease	(247,021)	(208,824)	(208,824)	(250,974)	(250,974)	-18.29%
Advances to Community Groups	0	0	0	(250,000)	(250,000)	0.00%
Transfer to Restricted Assets	(16,377,408)	0	0	0	0	-100.00%
Transfer from Restricted Assets	10,047,599	0	0	12,811,794	12,811,794	100.00%
Transfer to Reserves	(13,392,672)	(12,687,720)	(12,687,720)	(24,582,032)	(24,477,257)	-5.56%
Transfer from Reserves	3,190,034	2,138,491	2,138,491	38,340,293	35,886,464	49.17%
Opening Funds Surplus/ (Deficit)	507,353	507,353	507,353	507,353	507,353	
Net Current Position - Surplus / (Deficit)	15,943,465	5,697,289	5,401,389	483,970	335,838	

City of Busselton

Net Current Position

Year to Date As At 28 February 2023

	2022/23 Actual	2022/23 Amended Budget	2022/23 Original Budget	2021/22 Actual
	\$	\$	\$	\$
<u>NET CURRENT ASSETS</u>				
<u>CURRENT ASSETS</u>				
Cash - Unrestricted	7,565,416	207,657	59,525	0
Cash - Restricted	114,492,660	71,390,158	73,739,212	97,960,213
Sundry Debtors	1,003,974	2,779,261	2,779,261	4,245,922
Rates Outstanding - General	9,087,377	120,739	120,739	120,738
Stock on Hand	926,708	900,000	900,000	935,800
	<u>133,076,135</u>	<u>75,397,815</u>	<u>77,598,737</u>	<u>103,262,673</u>
<u>LESS: CURRENT LIABILITIES</u>				
Bank Overdraft	0	0	0	304,759
Sundry Creditors	2,640,010	3,523,687	3,523,687	4,490,348
Obligations Liability (C)	0	2,800,000	2,800,000	2,999,485
Performance Bonds	4,530,703	4,069,438	4,069,438	4,069,438
	<u>7,170,713</u>	<u>10,393,125</u>	<u>10,393,125</u>	<u>11,864,030</u>
Current Position (inclusive of Restricted Funds)	125,905,422	65,004,690	67,205,612	91,398,643
Add: Cash Backed Obligations Liability (C)	0	2,800,000	2,800,000	2,999,485
Add: Cash Backed Liabilities (Deposits & Bonds)	4,530,703	4,069,438	4,069,438	4,069,438
Less: Cash - Restricted Funds	(114,492,660)	(71,390,158)	(73,739,212)	(97,960,213)
NET CURRENT ASSET POSITION	<u><u>15,943,465</u></u>	<u><u>483,970</u></u>	<u><u>335,838</u></u>	<u><u>507,353</u></u>

City of Busselton Capital Construction & Acquisitions Report For Period Ended 28 February 2023					
Project Code	Project Description	Actual YTD \$	Amended Budget YTD \$	Original Budget YTD \$	Budget Original \$
Land					
12847	Purchase Sues Road(C)	0	0	0	500,000
12936	Property Services Administration(C)	0	0	0	50,000
		-	-	-	550,000
Buildings					
Aged Housing					
12231	Aged Housing Capital Improvements - Harris Road(C)	7,089	0	0	12,608
12233	Aged Housing Capital Improvements - Winderlup(C)	79,211	0	0	25,215
12234	Aged Housing Capital Improvements - Winderlup Court (City)(C)	24,420	49,000	49,000	49,000
		110,720	49,000	49,000	86,823
Saltwater					
10024	Performing Arts Convention Centre(C)	1,316	0	0	-
12471	BPACC - Construction(C)	6,738,638	7,635,936	7,635,936	11,453,899
12652	BPACC - Design of Structure / Professional Fees(C)	421,397	65,800	65,800	98,700
12779	BPACC - Contingency (C)	344,691	0	0	-
12780	BPACC - Landscaping (C)	472	0	0	-
12781	BPACC - Loose Furniture & Fittings (C)	20,481	0	0	-
12782	BPACC - Utility Costs (C)	67,290	0	0	-
12783	BPACC - IT Hardware & Software (C)	45,828	0	0	-
12916	BPACC - Construction(C)	0	0	0	550,000
12917	BPACC - Loose Furniture & Fittings(C)	982	0	0	250,000
12918	BPACC - Construction(C)	0	0	0	1,642,703
12919	BPACC - Construction - Funded Federal Government Grant(C)	0	0	0	2,799,000
12920	BPACC - Construction - Funded Loan(C)	0	0	0	6,500,000
12921	BPACC - Construction - Funded RA Unspent Loans(C)	0	0	0	7,187,000
12922	BPACC - Contingency - Funded RA Unspent Loans(C)	0	0	0	2,000,000
12923	BPACC - Design of Structure / Professional Fees - Funded (C)	0	0	0	670,000
12924	BPACC - Utility Costs - Funded RA Unspent Loans(C)	0	0	0	143,000
12925	BPACC - Construction - Funded Grant Community Program Pha(C)	0	0	0	1,923,000
12926	BPACC - Construction - Funded RIO Sponsorship(C)	0	0	0	250,000
12927	BPACC - Construction - Funded Building Asset Renewal Rese(C)	0	0	0	130,000
12928	BPACC - IT Hardware & Software - Funded Corporate IT Syst(C)	0	0	0	75,000
12929	BPACC - Landscaping - Funded Parks, Gardens & Reserve Res(C)	0	0	0	500,000
		7,641,095	7,701,736	7,701,736	36,172,302
10016	Civic and Administration Centre Minor Upgrades(C)	3,300	23,333	23,333	35,000
10585	BMRA Hangars(C)	0	303,790	303,790	303,790
10589	Airport Construction, Existing Terminal Upgrade(C)	373,866	0	0	287,000
10622	Bovell Construction of Change rooms(C)	84,663	72,394	72,394	72,394
10642	Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom F(C)	13,187	1,284,775	1,284,775	1,284,775
10688	Depot Washdown Facility Upgrades(C)	0	76,700	76,700	76,700
10788	GLC Building Improvements(C)	127,439	345,724	345,724	423,934
10789	GLC CCTV Installation(C)	0	0	0	50,000
10972	Churchill Park Renew Sports Lights(C)	215,392	188,252	188,252	188,252
12331	Smiths Beach New Public Toilet(C)	0	0	0	-
12400	Art Geo(C)	0	0	0	-
12428	Re-use shop Busselton Transfer Station(C)	16,922	158,375	158,375	550,000
12429	Busselton Waste Transfer Station - Buildings(C)	0	0	0	-
12435	Dunsborough Youth Centre Building Construction(C)	43,973	36,147	36,147	36,147
12440	Energy Efficiency Initiatives (Various Buildings) (C)	32,278	97,250	97,250	133,234
12456	Bsn Jetty Tourist Park Home(C)	473	0	0	-
12457	Busselton Jetty Tourist Park Upgrade(C)	13,031	45,686	45,686	45,686
12510	Foreshore East-Youth Precinct Community Youth Building/SL(C)	0	0	0	-
12789	Busselton Library -Lighting Improvements(C)	0	0	0	9,224
12791	Naturaliste Community Centre Fire Indicator Panel Renewal(C)	4,965	20,000	20,000	30,000
12792	Dunsborough Hall - Asbestos Management Allocation (C)	5,670	11,333	11,333	17,000
12793	Bunker Bay Ablution - Improvements(C)	0	11,333	11,333	17,000
12795	Busselton Depot CCTV & Electronic Gate(C)	0	49,167	49,167	105,000
12796	Depot Training Room - Roof Renewal(C)	0	7,067	7,067	10,600
12797	Dunsborough Hall Renewals(C)	68	17,831	17,831	26,746
12798	High Street Hall (C)	5,095	4,000	4,000	6,000
12800	Old Courthouse and Jail Cells (C)	17,860	40,667	40,667	61,000
12801	Old Police Quarters - Roof Renewal(C)	0	40,000	40,000	60,000
12803	Seymour Park Toilets(C)	0	3,600	3,600	5,400
12804	Airport Terminal Building(C)	4,836	21,191	21,191	31,787
12868	Busselton Jetty Tourist Park - Replace Cabin 2 (C)	0	0	0	205,000
12869	Busselton Jetty Tourist Park - Renewal Works Park 1 Ablut(C)	0	0	0	46,120
12942	Asbestos Removal & Replacement(C)	0	22,000	22,000	33,000
		963,018	2,880,615	2,880,615	4,091,565
		8,714,833	10,631,351	10,631,351	39,809,914
Plant and Equipment					
10700	Dunsborough Cemetery(C)	10,073	17,273	17,273	17,273
12870	Busselton Jetty Tourist Park- Replace Holden Colorado 4x4(C)	0	0	0	35,000
12871	Busselton Jetty Tourist Park - Replace Stihl FS110 Brushc(C)	0	0	0	1,000
12872	Busselton Jetty Tourist Park - Battery Powered Mule(C)	0	0	0	35,000
12879	Plant Purchases (P11) - Spit water heavy duty high pressu(C)	10,741	0	0	14,000

City of Busselton
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Project Code	Project Description	Actual YTD	Amended Budget YTD	Original Budget YTD	Amended Budget	Budget Original
		\$	\$	\$	\$	\$
12880	Plant Purchases (P11) - Water Tank 4,500 LT with Pump & (C)	0	0	0	15,000	15,000
12881	Plant Purchases (P11) - HINO FD1024 Beavertail Truck (tur(C)	0	0	0	110,000	110,000
12882	Plant Purchases (P11) - Isuzu NPR65-190 Single Cab (Turf (C)	56	0	0	90,000	90,000
12883	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0	0	0	33,000	33,000
12884	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0	0	0	33,000	33,000
12885	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0	0	0	33,000	33,000
12886	Plant Purchases (P11) - Brush / Tree Chipper(C)	0	0	0	100,000	100,000
12887	Plant Purchases (P11) - Redexim Easyspread 1600 Sand Spre(C)	0	0	0	20,000	20,000
12888	Plant Purchases (P12) - HINO F52848 Tipper Truck (Constr/(C)	0	0	0	230,000	230,000
12889	Plant Purchases (P12) - Speed Display/VMB single axle tra(C)	0	0	0	25,000	25,000
12890	Plant Purchases (P12) - Caterpillar C56 Rollwe (Constru(C)	0	0	0	180,000	180,000
12891	Plant Purchases (P12) - Ditchwitch Cable Locator(C)	0	0	0	8,000	8,000
12892	Plant Purchases (P12) - ISUZU FVZ1400 Tipper Truck (Const(C)	0	0	0	230,000	230,000
12893	Planning and Development Services - Replacement Complianc(C)	43,000	0	0	41,000	41,000
12894	Plan and Dev - Replacement Comp - Nissan X-trail(C)	0	0	0	35,000	35,000
12895	Engineering and Works Services - Replacement Asset Manage(C)	0	0	0	35,000	35,000
12896	Engineering and Works Services - Replacement Building Fac(C)	0	0	0	42,000	42,000
12897	Engineering and Works Services - Replacement Isuzu D-Max (C)	0	0	0	42,000	42,000
12898	Engineering and Works Services - Replacement Mitsubishi G(C)	0	0	0	42,000	42,000
12899	Engineering and Works Services - Replacement Isuzu D-Max (C)	0	0	0	42,000	42,000
12900	Engineering and Works Services - Replacement Toyota Hilux(C)	0	0	0	42,000	42,000
12901	Engineering and Works Services - Replacement Toyota Hilux(C)	0	0	0	42,000	42,000
12902	Finance and Corporate Services - Replacement Manager Gove(C)	0	0	0	40,000	40,000
12903	Finance and Corporate Services - Replacement IT Coordinat(C)	0	0	0	35,000	35,000
12904	Plant Purchases (P11) - Minor Plant (Capital)(C)	9,412	0	0	20,000	20,000
12905	Plant Purchases (P11) - Minor Plant (Non-Capital)(C)	0	0	0	40,000	40,000
12906	Plant Purchases (P12) - Minor Plant (Capital)(C)	23,770	0	0	15,000	15,000
12907	Plant Purchases (P12) - Minor Plant (Non-Capital)(C)	0	0	0	15,000	15,000
12908	Transport - Workshop - Minor Plant(C)	0	0	0	10,000	10,000
12909	Busselton Jetty - Replacement Stihl M5381 Chainsaw(C)	0	0	0	2,000	2,000
12910	Busselton Jetty - Replacement Honda EU20 Generator (Jetty(C)	0	0	0	3,000	3,000
12911	Waste Management - Replacement of Volvo FE320 6x4 Dual Co(C)	0	0	0	440,000	440,000
12912	Waste Management - Plant Replacement Grab bucket and att(C)	0	0	0	30,000	30,000
12913	Waste Management - Plant Replacement Trailer for bin clea(C)	8,045	0	0	20,000	20,000
12914	Waste Management - Plant Replacement Minor (Capital)(C)	0	0	0	10,000	10,000
12915	Waste Management - Plant Replacement Minor (Non Capital)(C)	0	0	0	10,000	10,000
12930	Airport Operations - Replacement Ute - Airport Operations(C)	0	0	0	35,000	35,000
12931	Airport Operations - Replacement Deutz/able 75KVA Generat(C)	0	0	0	25,000	25,000
12932	Airport Operations - Replacement Toro Groundmaster 7200 M(C)	0	0	0	30,000	30,000
12933	Airport Operations - Replacement Stihl F594R CE Brushcut(C)	0	0	0	700	700
12934	Airport Operations - Replacement Bar Petrol 3000PSI Press(C)	0	0	0	1,500	1,500
12935	Airport Operations - Replacement Blower(C)	0	0	0	400	400
12948	Environmental Health Serv Admin-Health Ute(C)	0	0	0	42,000	42,000
14727	Baggage handling system injector belt(C)	-	-	-	55,000	55,000
14734	MAZDA CX5 TOURING AWD SUV (JENNY MAY) REPL P194110(C)	39,330	0	0	-	-
14746	TOYOTA HILUX 4X4 SIN CAB UTIL TRAY (PARK-EF)REP196100(C)	43,994	0	0	-	-
14753	FLOODRITE 10,000L WATER TANK (CONST) REPL P198111(C)	40,270	0	0	-	-
14763	FORD ESCAPE ST LINE 2WD (FLEET COOR) Repl.P194126(C)	34,128	0	0	-	-
14765	MITSUBISHI PAJERO SPORT 4X4 SUV REP P196110(C)	39,931	0	0	-	-
14766	NISSAN X-TRAIL AWD (EVENTS COORD) REP P192024(C)	36,642	0	0	-	-
14767	TOYOTA HILUX 4WD DUAL CAB UTILITY (RANGER SER)RepP196102(C)	53,364	0	0	-	-
14768	TOYOTA HILUX SR 4X4 DUAL CAB U (G STEWART) REPL.P196098(C)	49,508	0	0	-	-
14770	VOLVO FE320 6X4 RUBBISH COMPA Repl. P166020(C)	426,679	0	0	-	-
14773	KOMATSU GD655-7 MOTOR GRADER (CONSTR.) REPL.P103002(C)	14	0	0	-	-
14805	TOYOTA RAV4 HYBRID 4X2 SUV (REP P194120)(C)	35,217	0	0	-	-
14818	Wheelled 20t excavator Inc. Accessories(C)	0	0	0	485,000	-
14819	Positrak (Cat 299) with Accessories (C)	0	0	0	250,000	-
14820	Trailer for Towing Positrak & Traffic Lights(C)	0	0	0	40,000	-
14821	Trailer Traffic Lights x 2 (and Sign Cones)(C)	0	0	0	45,000	-
14823	Bin Truck Replacement (Side Arm)(C)	0	0	0	440,000	-
		904,176	17,273	17,273	3,711,873	2,451,873
Furniture and Equipment						
10965	P&E - P&G Smart Technologies(C)	507	0	0	100,000	100,000
11038	Pilot Act. Lighting control unit(C)	7,240	0	0	-	-
12876	ICT Services - Equipment & Software Purchases(C)	287,348	219,845	219,845	594,845	594,845
12878	Naturaliste Community Centre (NCC) - Purchase Office Furn(C)	0	0	0	20,000	20,000
12937	Community Resource Centre(C)	3,993	0	0	20,000	20,000
12938	YCAB (Youth Precinct Foreshore)(C)	0	0	0	5,091	5,091
12939	Administration Building- 2-16 Southern Drive(C)	3,550	0	0	15,000	15,000
12940	Depot Building-Busselton((C)	0	0	0	50,000	50,000
14729	Events Furniture & Equipment(C)	203,288	200,000	200,000	200,000	200,000
14730	Geographe Leisure Centre Fitness Equipment(C)	0	18,160	18,160	18,160	18,160
14731	Cultural Planning Furniture & Equipment(C)	40,578	25,568	25,568	25,568	25,568
14764	Christmas Decorations (C)	39,870	0	0	-	-
14824	Barnard Park New Hot Water System(C)	0	0	0	40,000	-
14830	Airport Capital Furniture&Equipment(C)	0	0	0	-	-
Balancing Error Yet to be Identified		(950)				

City of Busselton Capital Construction & Acquisitions Report For Period Ended 28 February 2023					
Project Code	Project Description	Actual YTD	Amended Budget YTD	Original Budget YTD	Budget Original
		\$	\$	\$	\$
		585,425	463,573	463,573	1,088,664
Roads Infrastructure ***					
10610	Forth Street Groyne Carpark - Formalise and Seal(C)	12,953	0	0	-
10673	Peel & Queen Street Roundabout Service Relocation(C)	543	19,941	19,941	19,941
11135	Carey Street - Asphalt Overlay & Kerb(C)	203	0	0	-
11150	Causeway Road - Molloy Street Intersection(C)	0	0	0	-
11151	Chapman Crescent Spray Seal(C)	1,373	0	0	-
11152	Donnelly Court Reseal(C)	60	0	0	-
11193	Wilyabrup Road Resheet(C)	47,735	86,667	86,667	130,000
11199	Bussell Highway(C)	35,427	1,080,145	1,080,145	1,330,145
11204	Eastern Link - Busselton Traffic Study(C)	0	0	0	-
11982	Cape Naturaliste Road - School Warden Crossing Upgrade(C)	135	0	0	-
11985	Causeway Road Duplication(C)	0	0	0	-
11987	Caves Road - Median Crossing(C)	917	17,960	17,960	17,960
11989	Chapman Hill Road(C)	154,394	381,951	381,951	381,951
11991	Commonage & Hayes Road intersection Safety works(C)	234	38,951	38,951	38,951
11997	Gifford Road Reconstruction(C)	28,845	111,053	111,053	111,053
11998	Kaloorup Road(C)	60,730	79,690	79,690	79,690
11999	Kaloorup Road - Reconstruct and Seal Shoulders(C)	0	25,472	25,472	25,472
12000	Kaloorup Road (Stage 1)(C)	1,322	69,412	69,412	69,412
12005	Payne Road(C)	84,439	380,000	380,000	570,000
12007	Rendezvous Road Spray Seals(C)	0	0	0	150,000
12008	Road Safety Signage Infrastructure(C)	15,231	0	0	-
12009	Seascope Rise - Road Safety Upgrade(C)	4,315	0	0	-
12010	Sugarloaf Road(C)	1,433,393	751,509	751,509	751,509
12012	Wildwood Road(C)	243,730	0	0	540,000
12013	Wonnerup South Road(C)	0	0	0	-
12446	Dunsborough Road Access Improvements Stage 1(C)	42	0	0	-
12570	O'Byrne Road(C)	0	0	0	-
12574	Cape Naturaliste Road(C)	0	0	0	-
12575	Smiths Beach Rd asphalt overlay between slk 0.22-0.62(C)	0	0	0	-
12590	Sidebottom Road(C)	2,328	0	0	0
12592	Eastern Link Shared Path & Environmental Offsets(C)	0	0	0	-
12602	Gale Street(C)	123	0	0	-
12603	Harris Road(C)	1,033	0	0	-
12605	Queen Elizabeth Avenue(C)	0	0	0	-
12607	Wilyabrup Road(C)	217	0	0	-
12609	Geographe Bay Road - Gifford Road to Elmore Road(C)	0	0	0	-
12611	North Jindong Road(C)	12,441	750,000	750,000	770,000
12617	Bussell Highway - Norman Road Broadwater Intersection(C)	0	0	0	-
12620	Jasper Road(C)	0	0	0	-
12643	Vasse Yallingup Siding Road(C)	0	0	0	-
12645	Marine Terrace(C)	1,854	0	0	-
12677	Cook Street Reseal(C)	0	0	0	-
12695	Kent Street(C)	0	0	0	-
12823	Ludlow-Hithergreen Second Coat Seal (C)	0	20,000	20,000	30,000
12824	Acton Park Road(C)	36,010	788,667	788,667	1,183,000
12825	Farquar Road Resheet(C)	48,538	50,000	50,000	75,000
12826	Glendon Road Resheet(C)	23,531	19,565	19,565	29,347
12827	Commonage Road(C)	8,608	186,667	186,667	280,000
12835	Ludlow-Hithergreen Road(C)	832	220,000	220,000	330,000
12836	Metricup(C)	10,991	80,000	80,000	120,000
12837	Pre-emptive Design Works (C)	24,353	33,333	33,333	50,000
12838	Queen Elizabeth Avenue(C)	124,441	460,000	460,000	690,000
12839	Seista Park Road(C)	631	0	0	198,000
12840	Sheens Road Apron(C)	0	5,333	5,333	8,000
12841	Strelley Street (C)	11,048	40,000	40,000	60,000
12842	Nuttman Road (C)	0	36,823	36,823	55,235
12851	Bussell Highway(C)	19,566	100,000	100,000	150,000
13008	Northerly Street Warden Crossing(C)	0	0	0	-
14749	Jalbarragup Road Shoulders(C)	40,678	0	0	-
14807	Storytime Way (O)	0	0	0	-
14817	Road Access Seal - Busselton Animal care facility(C)	0	0	0	50,000
		2,493,245	5,833,138	5,833,138	7,946,666
Bridges Infrastructure ***					
11200	Bussell Highway - 0241(C)	0	0	0	-
12377	Gale Road Bridge 3408A(C)	0	0	0	90,000
12379	Roy Road - Bridge Construction - Bridge 3373A(C)	0	0	0	87,000
12545	Layman Road Bridge - 3438(C)	0	0	0	234,000
		-	-	-	411,000
Car Parks Infrastructure ***					
10602	Barnard Park East Foreshore Car Parking(C)	0	0	0	-
10603	Baudin Memorial Carpark(C)	0	0	0	-
10605	Car Parking - Rear of Hotel Site 1(C)	0	0	0	-
10606	Dunsborough Lakes Sporting Precinct (Stage 1) - Carparkin(C)	122,135	183,373	183,373	183,373

City of Busselton Capital Construction & Acquisitions Report For Period Ended 28 February 2023					
Project Code	Project Description	Actual YTD	Amended Budget YTD	Original Budget YTD	Budget Original
		\$	\$	\$	\$
10607	Dunsborough Town Centre Carparking(C)	0	0	0	-
10608	Dunsborough Yacht Club Carpark(C)	250	0	0	-
10618	Vasse Oval Gravel Car Parking - Dawson (Eastern Side)(C)	97	0	0	-
12806	Margaret Street Beach Carpark(C)	0	0	0	111,687
14813	Geo Bay Road Carpark (10 bays East SLK 0.3 - 0.38)(C)	36,793	17,500	17,500	70,000
14815	Carpark Hotel Site 2(C)	447	57,500	57,500	230,000
		159,723	258,373	258,373	483,373
					295,060
Footpaths & Cycleways Infrastructure ***					
10698	Buayanyup Drain Shared Path(C)	3,206	49,446	49,446	49,446
10736	Arnpup Drive Footpath Construction(C)	41,228	73,005	73,005	74,672
10741	Busselton CBD Footpath Renewal(C)	0	100,000	100,000	100,000
10742	Carey Street Footpath Construction(C)	9,603	181,149	181,149	271,724
10744	End of Trip Footpath Construction(C)	6,340	6,667	6,667	10,000
10746	Micro Brewery - Footpath and Landscaping(C)	0	0	0	-
10903	DAIP - Disability Access(C)	0	0	0	30,000
10960	Dunsborough Centennial Park Project(C)	-	-	-	99,384
11148	Webb Street(C)	0	0	0	-
11986	Causeway Road Shared Path(C)	10,988	320,000	320,000	320,000
12439	End of Trip Facilities for Cyclists(C)	155	0	0	-
12552	College Avenue(C)	415	0	0	-
12665	Estuary Waters Drive(C)	0	0	0	-
12666	DUP: Forth Street back to Busselton(C)	0	0	0	-
12727	Valley Road Footpath(C)	0	0	0	-
12731	Busselton Bypass - Fairway to Kangaroo Gully(C)	0	0	0	-
12733	Busselton Bypass - Country Road Footpath(C)	0	0	0	-
12816	Coastal Principled Shares Path (C)	1,800	72,284	72,284	72,288
12817	Prince Regent Drive (C)	1,103	94,000	94,000	141,000
12818	Kaloorup Road (C)	7,586	52,000	52,000	78,000
12877	Principle Shared Path (PSP) Development Approvals (C)	0	16,667	16,667	25,000
14814	Townscape Works Busselton(C)	0	0	0	100,000
		82,423	965,218	965,218	1,272,130
					1,250,014
Parks, Gardens and Reserves ***					
Coastal & Boating					
10613	Meelup Coastal Parking & Landscaping(C)	4,385	118,825	118,825	178,238
10643	Coastal Adaptation: Forth St (Stage 1)(C)	0	0	0	-
10645	Coastal Adaptation: Mitigation of Coastal Flooding (Drain)(C)	42,744	0	0	-
10646	Coastal Adaptation: Mitigation of Coastal Flooding (Dunes)(C)	313	0	0	-
10775	Coastal Protection Works(C)	43	0	0	-
10777	Coastal Structures (West Busselton Seawall - Stage 2)(C)	134,614	146,560	146,560	146,560
12476	Abbey Boat Ramp Upgrade(C)	0	0	0	-
12812	Coastal Adaptation : Forth St (Stage 2)(C)	0	83,333	83,333	125,000
12813	Coastal Adaptation : Dunsborough Dunnbay Road to Highview(C)	0	0	0	964,798
14737	Coastal Flood Risk Mitigation(C)	86,465	0	0	-
14738	Wave and Tide Sensor Monitoring Buoys(C)	46,175	0	0	-
		314,738	348,719	348,719	1,414,596
					1,414,596
Townscapes					
12267	Townscape Street Furniture Replacement - Busselton(C)	0	0	0	-
12333	Townscape Works Dunsborough(C)	2,100,168	1,498,490	1,498,490	1,748,490
		2,100,168	1,498,490	1,498,490	1,748,490
					1,298,490
Other P&G Infrastructure					
10674	Dunsborough Lakes Sporting Precinct - Outdoor Courts(C)	519,860	531,497	531,497	531,497
10675	Lou Weston Oval - Courts(C)	0	0	0	-
10762	Busselton Foreshore - Exercise Equipment(C)	2,606	0	0	-
10764	Dunsborough Foreshore Lighting(C)	0	0	0	-
10765	Foreshore Busselton - High Street to Carey Street(C)	3,002	6,667	6,667	10,000
10767	Port Geographe General Improvements/ Foreshore(C)	24,608	64,987	64,987	82,285
10820	Barnard East Landscaping(C)	0	0	0	-
10821	Barnard Park East Foreshore Landscaping(C)	17,203	0	0	-
10831	Rotary Park / War Memorial Relocation(C)	0	0	0	525,000
10852	RBFS Various Grant Applications(C)	21,288	31,800	31,800	31,800
10950	King Street Reserve - Park Upgrade (Coastal Node)(C)	0	0	0	-
10951	Mitchell Park Upgrade(C)	0	37,491	37,491	37,491
10952	Possum Park Barnard East Upgrade(C)	563	0	0	30,000
10953	Youth Skate Park(C)	0	6,667	6,667	10,000
10959	Churchill Park(C)	0	0	0	-
10966	Provence SAR Area General Improvements to the Area(C)	0	20,000	20,000	20,000
10967	Shade Sail Program(C)	46,268	163,081	163,081	196,414
10969	Vasse SAR Area General Improvements to the Area(C)	71,190	100,000	100,000	150,000
11024	Pioneer Cemetery - Implement Conservation Plan(C)	0	0	0	-
11033	Dunsborough Nature Based Playground(C)	0	0	0	-
11034	Dunsborough Non-Potable Water Network(C)	9,940	90,784	90,784	90,784
11035	Park Furniture Replacement - Replace aged & unsafe Equip(C)	0	20,000	20,000	30,000
11036	Playgrounds General - Replacement of playground equipment(C)	3,508	116,667	116,667	175,000
11109	BBQ Placement and Replacement(C)	0	10,000	10,000	15,000
11111	Dawson Park (Mcintyre St Pos)(C)	923	0	0	-

City of Busselton Capital Construction & Acquisitions Report For Period Ended 28 February 2023					
Project Code	Project Description	Actual YTD	Amended Budget YTD	Original Budget YTD	Budget Original
		\$	\$	\$	\$
11112	Dolphin Road - POS Upgrade(C)	923	0	0	
11115	Kingfish/ Costello - POS Upgrade(C)	1,433	0	0	
11116	Kingsford Road - POS Upgrade(C)	923	0	0	
11117	Limestone Quarry - POS Upgrade(C)	923	0	0	
11120	Quindalup Old Tennis Courts Site - POS Upgrade(C)	923	0	0	
11121	Siesta Park - Beach Access - POS Upgrade(C)	0	0	0	
11122	Tulloh St (Geographe Bay Road) - POS Upgrade(C)	923	0	0	-
11123	Wagon Road - POS Upgrade(C)	923	0	0	-
12224	Sand Re-Nourishment(C)	0	0	0	
12251	Cricket Wicket Renewal(C)	0	26,153	26,153	39,230
12382	Rails to Trails - Continuation of Implementation Plan(C)	8,274	88,243	88,243	88,243
12401	Barnard East Underground Power(C)	2,508	0	0	-
12402	Bowell - Connection of Services(C)	87,702	90,902	90,902	90,902
12407	Dunsborough Lakes Sporting Precinct (Stage 1)(C)	46,329	594,983	594,983	594,983
12506	NCC Infrastructure(C)	0	0	0	-
12523	Beach Access Improvements(C)	3,910	0	0	-
12526	Beach Access Improvements(C)	35,468	23,333	23,333	35,000
12530	Busselton Foreshore Jetty Precinct(C)	0	0	0	-
12697	Dunsborough Beach Enclosure Net Replacement(C)	0	0	0	-
12699	Dunsborough Oval - Construct New Oval (R4R Funded)(C)	342	0	0	-
12702	Dunsborough Lions Park(C)	0	0	0	-
12703	Elijah Circle POS(C)	0	0	0	-
12810	Churchill Park Main Oval redevelopment(C)	0	0	0	168,132
12819	Beach Enclosures(C)	4,023	0	0	100,491
12820	Bird Crescent Dunsborough POS- improvements(C)	155	7,333	7,333	11,000
12821	Churchill Park - Main Oval Renewal (C)	0	0	0	444,558
12846	Mitchell Park Landscape Upgrade Stage 2(C)	234	0	0	150,000
12849	Sport Oval Lighting - Vasse Ovals(C)	160,492	383,333	383,333	475,000
12850	Dunsborough Lakes Sporting Precinct (Stage 1) - Planning (C)	0	0	0	105,165
14806	Asphalt Process Pad at BTS for Vasse River Acid S soils(C)	61,950	0	0	-
14816	Carpark Hotel Site 2 Land Scaping(C)	76	37,500	37,500	150,000
	Balancing Error Yet to be Identified	(175)			-
		1,139,221	2,451,421	2,451,421	3,775,285
		3,554,126	4,298,630	4,298,630	6,938,371
					6,921,061
Waste Services					
12420	Vidler Road Waste Site Capital Improvements(C)	(0)	28,955	28,955	28,955
12421	City Lined Landfill Stage 2 - Preliminary Works(C)	1,174,116	0	0	1,950,000
12422	Liquid Waste Pond Renewal Works(C)	1,025	0	0	
12425	Busselton Landfill Post-closure Capping, Rehab & Remediat(C)	10,568	0	0	2,000,000
12428	Transfer Station Development ©	-	-	-	308,375
12844	Dunsborough Landfill - Washdown Bay(C)	-	-	-	150,000
	Balancing Error Yet to be Identified	5			150,000
		1,185,713	28,955	28,955	4,128,955
					4,437,330
Jetty Infrastructure ***					
10818	Busselton Jetty - Capital Expenditure(C)	274,768	187,088	187,088	480,632
		274,768	187,088	187,088	480,632
					280,632
Drainage Infrastructure ***					
10691	Busselton LIA - Geocatch Drain Partnership WSUD Improve(C)	0	0	0	30,000
10692	Carey Street Drainage Upgrade(C)	10,668	146,913	146,913	220,369
12814	High View Road Drainage Works(C)	146,581	147,706	147,706	221,559
12815	North Street Drainage Works(C)	1,907	155,371	155,371	233,056
	Variance- Donated asset PJ10002/P7(\$35.93+\$45.99)	82			
		159,238	449,989	449,989	704,984
					704,984
Regional Airport and Industrial Park ***					
10583	Airport Construction Stage 2, Airfield(C)	1,066,445	0	0	1,350,000
10588	Airport Construction Stage 2, Noise Management Plan(C)	345	0	0	-
10590	Airport Development - Project Expenses(C)	848	0	0	10,410
10591	Airport Fencing Works(C)	0	0	0	
12941	Airport - Buildings(C)	1,197	3,333	3,333	5,000
		1,068,836	3,333	3,333	1,365,410
					1,365,410
Sub-Total Infrastructure ***					
		8,978,071	12,024,725	12,024,725	23,731,521
					22,600,157
Grand Total					
		19,182,505	23,136,922	23,136,922	69,432,748
					66,460,608

City of Busselton Reserve Movements
For Period Ended 29 February 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1001 - Airport Existing Terminal Building Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(323,125)	(323,125)	(323,125)	(323,125)	(323,125)
10904	Interest Earned	Other General Purpose Funding(O)	(7,304)	(4,910)	(7,381)	(4,910)	(7,381)
10027	Transfer To Reserve	Asset Management Administration(O)	(89,080)	(89,080)	(133,619)	(89,080)	(133,619)
12804	Transfer From Reserve	Airport Terminal Building(C)	0	0	31,787	0	31,787
12941	Transfer From Reserve	Airport Operations - Buildings(C)	0	0	5,000	0	5,000
<i>Airport Existing Terminal Building Reserve Closing Balance</i>			(419,509)	(417,115)	(427,338)	(417,115)	(427,338)
1003 - Airport Marketing & Incentive Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(6,385,898)	(6,385,898)	(6,385,898)	(6,385,898)	(6,385,898)
10904	Interest Earned	Other General Purpose Funding(O)	(125,294)	(82,680)	(124,024)	(82,680)	(124,024)
10594	Transfer To Reserve	Airport Operations(O)	(205,128)	(205,128)	(307,694)	(205,128)	(307,694)
10594	Transfer From Reserve	Airport Operations(O)	0	0	3,349,358	0	3,349,358
<i>Airport Marketing & Incentive Reserve Closing Balance</i>			(6,716,321)	(6,673,707)	(3,468,258)	(6,673,707)	(3,468,258)
1005 - Barnard Park Sports Pavilion Building Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(105,990)	(105,990)	(105,990)	(105,990)	(105,990)
10904	Interest Earned	Other General Purpose Funding(O)	(2,339)	(1,446)	(2,181)	(1,446)	(2,181)
10027	Transfer To Reserve	Asset Management Administration(O)	(24,440)	(24,440)	(36,658)	(24,440)	(36,658)
14824	Transfer From Reserve	Barnard Park New Hot Water System(C)	0	0	0	0	40,000
<i>Barnard Park Sports Pavilion Building Reserve Closing Balance</i>			(132,768)	(131,875)	(144,829)	(131,875)	(104,829)
1006 - Building Asset Renewal Reserve Fund - General Buildings							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(2,691,453)	(2,691,453)	(2,691,453)	(2,691,453)	(2,691,453)
10904	Interest Earned	Other General Purpose Funding(O)	(58,662)	(31,607)	(47,425)	(31,607)	(47,425)
10027	Transfer To Reserve	Asset Management Administration(O)	(577,616)	(577,616)	(866,428)	(577,616)	(866,428)
10175	Transfer From Reserve	Yallingup Hall(O)	0	0	0	0	10,000
11801	Transfer From Reserve	Old Butter Factory(O)	0	0	0	0	26,000
12792	Transfer From Reserve	Dunsborough Hall - Asbestos Management Allocation (C)	0	0	17,000	0	17,000
12793	Transfer From Reserve	Bunker Bay Ablution - Improvements(C)	0	0	17,000	0	17,000
12794	Transfer From Reserve	Busselton Depot: Workshop (O)	0	0	30,000	0	30,000
12795	Transfer From Reserve	Busselton Depot CCTV & Electronic Gate(C)	0	0	55,000	0	55,000
12796	Transfer From Reserve	Depot Training Room - Roof Renewal(C)	0	0	10,600	0	10,600
12797	Transfer From Reserve	Dunsborough Hall Renewals(C)	0	0	26,746	0	26,746
12798	Transfer From Reserve	High Street Hall (C)	0	0	6,000	0	6,000
12799	Transfer From Reserve	High Street Hall - Roof Repairs(O)	0	0	12,000	0	12,000
12800	Transfer From Reserve	Old Courthouse and Jail Cells (C)	0	0	61,000	0	61,000
12801	Transfer From Reserve	Old Police Quarters - Roof Renewal(C)	0	0	60,000	0	60,000
12802	Transfer From Reserve	Old Police Quarters - Re-putty windows and Paint(O)	0	0	5,000	0	5,000
12803	Transfer From Reserve	Seymour Park Toilets(C)	0	0	5,400	0	5,400
12927	Transfer From Reserve	BPACC - Construction - Funded Building Asset Renewal Rese(C)	0	0	130,000	0	130,000
12942	Transfer From Reserve	Asbestos Removal & Replacement(C)	0	0	33,000	0	33,000
12943	Transfer From Reserve	Bay View Cres-Toilets(O)	0	0	9,500	0	9,500
12944	Transfer From Reserve	Bovell-Toilets & Change Rooms(O)	0	0	25,000	0	25,000
12945	Transfer From Reserve	Bunker Bay - Toilet(O)	0	0	5,600	0	5,600
12946	Transfer From Reserve	Seymour Park Toilet(O)	0	0	15,000	0	15,000
12947	Transfer From Reserve	Old Court House(O)	0	0	15,000	0	15,000
<i>Building Asset Renewal Reserve Fund - General Buildings Closing Balance</i>			(3,327,731)	(3,300,675)	(3,066,460)	(3,300,675)	(3,030,460)
1007 - Busselton Area Drainage and Waterways Improvement Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(130,608)	(130,608)	(130,608)	(130,608)	(130,608)
10904	Interest Earned	Other General Purpose Funding(O)	(2,098)	(897)	(1,362)	(897)	(1,362)
			0	0	0	0	0
			0	0	0	0	0
<i>Busselton Area Drainage and Waterways Improvement Reserve Closing Balance</i>			(132,706)	(131,506)	(131,970)	(131,506)	(131,970)
1008 - Busselton Community Resource Centre Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(422,705)	(422,705)	(422,705)	(422,705)	(422,705)
10904	Interest Earned	Other General Purpose Funding(O)	(8,982)	(5,982)	(8,983)	(5,982)	(8,983)
10027	Transfer To Reserve	Asset Management Administration(O)	(69,856)	(69,856)	(104,779)	(69,856)	(104,779)
12937	Transfer From Reserve	Community Resource Centre(C)	0	0	20,000	0	20,000
<i>Busselton Community Resource Centre Reserve Closing Balance</i>			(501,543)	(498,543)	(516,467)	(498,543)	(516,467)
1009 - Busselton Foreshore Maintenance Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(12,690)	(12,690)	(12,690)	(12,690)	(12,690)
10904	Interest Earned	Other General Purpose Funding(O)	(245)	(199)	(296)	(199)	(296)
			0	0	0	0	0
			0	0	0	0	0
<i>Busselton Foreshore Maintenance Reserve Closing Balance</i>			(12,935)	(12,889)	(12,986)	(12,889)	(12,986)
1010 - Busselton Jetty Tourist Park Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,241,104)	(1,241,104)	(1,241,104)	(1,241,104)	(1,241,104)
10904	Interest Earned	Other General Purpose Funding(O)	(27,700)	(12,164)	(18,237)	(12,164)	(18,237)
10297	Transfer To Reserve	Busselton Jetty Tourist Park(O)	(269,859)	(269,859)	(404,788)	(269,859)	(404,788)
10297	Transfer From Reserve	Busselton Jetty Tourist Park(O)	0	0	170,367	0	170,367
12457	Transfer From Reserve	Busselton Jetty Tourist Park Upgrade(C)	0	0	45,686	0	45,686
12805	Transfer From Reserve	Busselton Jetty Tourist Park Upgrade(O)	0	0	25,000	0	25,000
12868	Transfer From Reserve	Busselton Jetty Tourist Park - Replace Cabin 2 (C)	0	0	205,000	0	205,000
12869	Transfer From Reserve	Busselton Jetty Tourist Park - Renewal Works Park 1 Ablut(C)	0	0	46,120	0	46,120
12870	Transfer From Reserve	Busselton Jetty Tourist Park - Replace Holden Colorado 4x4(C)	0	0	25,430	0	25,430
12871	Transfer From Reserve	Busselton Jetty Tourist Park - Replace Stihl F5110 Brushc(C)	0	0	1,000	0	1,000
12872	Transfer From Reserve	Busselton Jetty Tourist Park - Battery Powered Mule(C)	0	0	35,000	0	35,000
<i>Busselton Jetty Tourist Park Reserve Closing Balance</i>			(1,538,663)	(1,523,127)	(1,110,526)	(1,523,127)	(1,110,526)
1011 - Busselton Library Building Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(88,925)	(88,925)	(88,925)	(88,925)	(88,925)
10904	Interest Earned	Other General Purpose Funding(O)	(2,224)	(1,246)	(1,879)	(1,246)	(1,879)
10027	Transfer To Reserve	Asset Management Administration(O)	(41,408)	(41,408)	(62,114)	(41,408)	(62,114)
12789	Transfer From Reserve	Busselton Library -Lighting Improvements(C)	0	0	9,224	0	0
<i>Busselton Library Building Reserve Closing Balance</i>			(132,557)	(131,580)	(143,694)	(131,580)	(152,918)
1012 - CBD Enhancement Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,333,421)	(1,333,421)	(1,333,421)	(1,333,421)	(1,333,421)
10904	Interest Earned	Other General Purpose Funding(O)	(26,064)	(4,960)	(7,422)	(4,960)	(7,422)
10438	Transfer To Reserve	Fire Station Surrounds(O)	(37,656)	(37,656)	(56,478)	(37,656)	(56,478)
12333	Transfer From Reserve	Townscape Works Dunsborough(C)	0	0	1,298,490	0	1,397,321
<i>CBD Enhancement Reserve Closing Balance</i>			(1,397,141)	(1,376,038)	(98,831)	(1,376,038)	(0)

City of Busselton Reserve Movements
For Period Ended 29 February 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1013 - Cemetery Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(242,001)	(242,001)	(242,001)	(242,001)	(242,001)
10904	Interest Earned	Other General Purpose Funding(O)	(5,715)	(1,196)	(1,810)	(1,196)	(1,810)
10157	Transfer To Reserve	Busselton Cemetery(O)	(79,336)	(79,336)	(119,000)	(79,336)	(119,000)
10158	Transfer From Reserve	Dunsborough Cemetery(O)	0	0	17,273	0	17,273
12807	Transfer From Reserve	Pioneer Cemetery - Implement Conservation Plan (Reserve (O)	0	0	20,757	0	20,757
12808	Transfer From Reserve	Dunsborough Cemetery (Reserve Funded)(O)	0	0	20,757	0	20,757
12809	Transfer From Reserve	Memorial Relocation(O)	0	0	50,000	0	50,000
<i>Cemetery Reserve Closing Balance</i>			(327,053)	(322,534)	(254,024)	(322,534)	(254,024)
1014 - City Car Parking and Access Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,213,889)	(1,213,889)	(1,213,889)	(1,213,889)	(1,213,889)
10904	Interest Earned	Other General Purpose Funding(O)	(24,615)	(11,092)	(16,626)	(11,092)	(16,626)
10027	Transfer To Reserve	Asset Management Administration(O)	(110,088)	(110,088)	(165,137)	(110,088)	(165,137)
10904	Transfer To Reserve	Other General Purpose Funding(O)	0	0	0	0	(104,773)
12806	Transfer From Reserve	Margaret Street Beach Carpark(C)	0	0	111,687	0	0
14815	Transfer From Reserve	Carpark Hotel Site 2(C)	0	0	0	0	230,000
<i>City Car Parking and Access Reserve Closing Balance</i>			(1,348,592)	(1,335,069)	(1,283,965)	(1,335,069)	(1,270,425)
1015 - Civic and Administration Building Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(497,009)	(497,009)	(497,009)	(497,009)	(497,009)
10904	Interest Earned	Other General Purpose Funding(O)	(13,033)	(6,182)	(9,279)	(6,182)	(9,279)
10027	Transfer To Reserve	Asset Management Administration(O)	(289,232)	(289,232)	(433,850)	(289,232)	(433,850)
10016	Transfer From Reserve	Civic and Administration Centre Minor Upgrades(C)	0	0	35,000	0	35,000
12790	Transfer From Reserve	Administration Building- 2-16 Southern Drive - Major Main(O)	0	0	65,000	0	65,000
<i>Civic and Administration Building Reserve Closing Balance</i>			(799,273)	(792,422)	(840,138)	(792,422)	(840,138)
1016 - Coastal and Climate Adaptation Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(566,908)	(566,908)	(566,908)	(566,908)	(566,908)
10904	Interest Earned	Other General Purpose Funding(O)	(19,511)	(1,919)	(2,882)	(1,919)	(2,882)
10027	Transfer To Reserve	Asset Management Administration(O)	(733,936)	(733,936)	(1,100,911)	(733,936)	(1,100,911)
10180	Transfer To Reserve	Locke Estate(O)	(42,664)	(42,664)	(64,000)	(42,664)	(64,000)
10705	Transfer From Reserve	Engineering Services Administration(O)	0	0	133,380	0	133,380
10777	Transfer From Reserve	Coastal Structures (West Busselton Seawall - Stage 2)(C)	0	0	146,560	0	146,560
11034	Transfer From Reserve	Dunsborough Non-Potable Water Network(C)	0	0	45,392	0	45,392
12811	Transfer From Reserve	Sand Re-Nourishment(O)	0	0	100,000	0	100,000
12812	Transfer From Reserve	Coastal Adaptation : Forth St (Stage 2)(C)	0	0	125,000	0	125,000
12813	Transfer From Reserve	Coastal Adaptation : Dunsborough Dunnbay Road to Highview(C)	0	0	783,750	0	783,750
12873	Transfer From Reserve	Coast Protection - Beach Monitoring Program(O)	0	0	51,250	0	51,250
12874	Transfer From Reserve	Coastal Protection - Busselton Jetty Wave Monitoring(O)	0	0	60,000	0	60,000
12875	Transfer From Reserve	Coastal Protection - Coastal Structures Inspections and R(O)	0	0	30,000	0	30,000
<i>Coastal and Climate Adaptation Reserve Closing Balance</i>			(1,363,020)	(1,345,428)	(259,370)	(1,345,428)	(259,370)
1017 - Commonage Community Facilities Dunsborough Lakes SR							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(74,507)	(74,507)	(74,507)	(74,507)	(74,507)
10904	Interest Earned	Other General Purpose Funding(O)	(1,429)	(1,172)	(1,739)	(1,172)	(1,739)
			0	0	0	0	0
			0	0	0	0	0
<i>Commonage Community Facilities Dunsborough Lakes SR Closing Balance</i>			(75,936)	(75,678)	(76,245)	(75,678)	(76,245)
1018 - Commonage Community Facilities South Biddle Precinct Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(908,566)	(908,566)	(908,566)	(908,566)	(908,566)
10904	Interest Earned	Other General Purpose Funding(O)	(17,431)	(14,133)	(21,197)	(14,133)	(21,197)
			0	0	0	0	0
			0	0	0	0	0
<i>Commonage Community Facilities South Biddle Precinct Reserve Closing Balance</i>			(925,997)	(922,699)	(929,763)	(922,699)	(929,763)
1019 - Commonage Precinct Bushfire Facilities Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(58,746)	(58,746)	(58,746)	(58,746)	(58,746)
10904	Interest Earned	Other General Purpose Funding(O)	(1,127)	(922)	(1,371)	(922)	(1,371)
			0	0	0	0	0
			0	0	0	0	0
<i>Commonage Precinct Bushfire Facilities Reserve Closing Balance</i>			(59,873)	(59,668)	(60,117)	(59,668)	(60,117)
1020 - Commonage Precinct Infrastructure Road Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(817)	(817)	(817)	(817)	(817)
10904	Interest Earned	Other General Purpose Funding(O)	(15)	(25)	(19)	(25)	(19)
			0	0	0	0	0
			0	0	0	0	0
<i>Commonage Precinct Infrastructure Road Reserve Closing Balance</i>			(833)	(842)	(836)	(842)	(836)
1021 - Community Facilities - Airport North							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(3,176,663)	(3,176,663)	(3,176,663)	(3,176,663)	(3,176,663)
10904	Interest Earned	Other General Purpose Funding(O)	(61,008)	(51,174)	(76,761)	(51,174)	(76,761)
11026	Transfer To Reserve	Planning Administration(O)	0	(77,208)	(115,809)	(77,208)	(115,809)
			0	0	0	0	0
<i>Community Facilities - Airport North Closing Balance</i>			(3,237,670)	(3,305,045)	(3,369,232)	(3,305,045)	(3,369,232)
1022 - Community Facilities - Broadwater							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(197,732)	(197,732)	(197,732)	(197,732)	(197,732)
10904	Interest Earned	Other General Purpose Funding(O)	(67,325)	(3,141)	(4,696)	(3,141)	(4,696)
11026	Transfer To Reserve	Planning Administration(O)	0	(10,576)	(15,866)	(10,576)	(15,866)
			0	0	0	0	0
<i>Community Facilities - Broadwater Closing Balance</i>			(265,056)	(211,449)	(218,293)	(211,449)	(218,293)
1023 - Community Facilities - Busselton							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(71,708)	(75,058)	(75,058)	(75,058)	(75,058)
10904	Interest Earned	Other General Purpose Funding(O)	(26,001)	(947)	(1,427)	(947)	(1,427)
11026	Transfer To Reserve	Planning Administration(O)	0	(14,376)	(21,558)	(14,376)	(21,558)
			0	0	0	0	0
<i>Community Facilities - Busselton Closing Balance</i>			(97,709)	(90,382)	(98,043)	(90,382)	(98,043)

City of Busselton Reserve Movements
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Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1024 - Community Facilities - City District							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,083,901)	(1,116,044)	(1,116,044)	(1,116,044)	(1,116,044)
10904	Interest Earned	Other General Purpose Funding(O)	(24,082)	(10,569)	(15,862)	(10,569)	(15,862)
10904	Transfer To Reserve	Other General Purpose Funding(O)	(220,586)	0	0	0	0
11026	Transfer To Reserve	Planning Administration(O)	0	(300,000)	(450,000)	(300,000)	(450,000)
10972	Transfer From Reserve	Churchill Park Renew Sports Lights(C)	0	0	11,831	0	11,831
12849	Transfer From Reserve	Sport Oval Lighting - Vasse Ovals(C)	0	0	100,000	0	100,000
12850	Transfer From Reserve	Dunsborough Lakes Sporting Precinct (Stage 1) - Planning (C)	0	0	105,165	0	105,165
12916	Transfer From Reserve	BPACC - Construction(C)	0	0	550,000	0	550,000
Community Facilities - City District Closing Balance			(1,328,569)	(1,426,613)	(814,910)	(1,426,613)	(814,910)
1025 - Community Facilities - Dunsborough							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(465,445)	(465,445)	(465,445)	(465,445)	(465,445)
10904	Interest Earned	Other General Purpose Funding(O)	(50,583)	(4,038)	(6,038)	(4,038)	(6,038)
11026	Transfer To Reserve	Planning Administration(O)	0	(22,768)	(34,155)	(22,768)	(34,155)
Community Facilities - Dunsborough Closing Balance			(516,028)	(492,251)	(505,638)	(492,251)	(505,638)
1026 - Community Facilities - Dunsborough Lakes							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(712,436)	(712,436)	(712,436)	(712,436)	(712,436)
10904	Interest Earned	Other General Purpose Funding(O)	(13,370)	(100)	(165)	(100)	(165)
10904	Transfer To Reserve	Other General Purpose Funding(O)	(160,328)	0	0	0	0
10606	Transfer From Reserve	Dunsborough Lakes Sporting Precinct (Stage 1) - Carparkin(C)	0	0	423,111	0	423,111
Community Facilities - Dunsborough Lakes Closing Balance			(886,133)	(712,535)	(289,490)	(712,535)	(289,490)
1027 - Community Facilities - Geographe							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(137,435)	(139,274)	(139,274)	(139,274)	(139,274)
10904	Interest Earned	Other General Purpose Funding(O)	(2,727)	(1,944)	(2,913)	(1,944)	(2,913)
10904	Transfer To Reserve	Other General Purpose Funding(O)	(13,195)	0	0	0	0
11026	Transfer To Reserve	Planning Administration(O)	0	(7,088)	(10,637)	(7,088)	(10,637)
Community Facilities - Geographe Closing Balance			(153,357)	(148,306)	(152,824)	(148,306)	(152,824)
1028 - Community Facilities - Port Geographe							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(352,422)	(352,422)	(352,422)	(352,422)	(352,422)
10904	Interest Earned	Other General Purpose Funding(O)	(6,761)	(5,484)	(8,223)	(5,484)	(8,223)
Community Facilities - Port Geographe Closing Balance			(359,183)	(357,905)	(360,644)	(357,905)	(360,644)
1029 - Community Facilities - Vasse							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(175,154)	(175,154)	(175,154)	(175,154)	(175,154)
10904	Interest Earned	Other General Purpose Funding(O)	(3,408)	(5,708)	(8,575)	(5,708)	(8,575)
10904	Transfer To Reserve	Other General Purpose Funding(O)	(2,888)	0	0	0	0
12849	Transfer From Reserve	Sport Oval Lighting - Vasse Ovals(C)	0	0	275,000	0	275,000
Community Facilities - Vasse Closing Balance			(181,450)	(180,862)	91,272	(180,862)	91,272
1030 - Corporate IT Systems Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(378,520)	(378,520)	(378,520)	(378,520)	(378,520)
10904	Interest Earned	Other General Purpose Funding(O)	(8,380)	(5,334)	(7,998)	(5,334)	(7,998)
10027	Transfer To Reserve	Asset Management Administration(O)	(91,744)	(91,744)	(137,614)	(91,744)	(137,614)
12876	Transfer From Reserve	ICT Services - Equipment & Software Purchases(C)	0	0	375,000	0	375,000
12928	Transfer From Reserve	BPACC - IT Hardware & Software - Funded Corporate IT Syst(C)	0	0	75,000	0	75,000
Corporate IT Systems Reserve Closing Balance			(478,644)	(475,598)	(74,132)	(475,598)	(74,132)
1031 - Debt Default Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(102,371)	(102,371)	(102,371)	(102,371)	(102,371)
10904	Interest Earned	Other General Purpose Funding(O)	(1,964)	(1,595)	(2,402)	(1,595)	(2,402)
10904	Transfer From Reserve	Other General Purpose Funding(O)	0	0	0	0	0
Debt Default Reserve Closing Balance			(104,335)	(103,966)	(104,773)	(103,966)	0
1032 - Election, Value and Corporate Expense Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(254,330)	(254,330)	(254,330)	(254,330)	(254,330)
10904	Interest Earned	Other General Purpose Funding(O)	(5,466)	(3,415)	(5,104)	(3,415)	(5,104)
10830	Transfer To Reserve	Members of Council(O)	(95,760)	(95,760)	(143,640)	(95,760)	(143,640)
11126	Transfer From Reserve	Rates Administration(O)	0	0	80,000	0	80,000
Election, Value and Corporate Expense Reserve Closing Balance			(355,556)	(353,505)	(323,074)	(353,505)	(323,074)
1033 - Emergency Disaster Recovery Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(74,954)	(74,954)	(74,954)	(74,954)	(74,954)
10904	Interest Earned	Other General Purpose Funding(O)	(1,527)	(2,119)	(3,163)	(2,119)	(3,163)
10007	Transfer To Reserve	Emergency Contingency Costs (Other)(O)	(13,336)	(13,336)	(20,000)	(13,336)	(20,000)
Emergency Disaster Recovery Reserve Closing Balance			(89,818)	(90,409)	(98,117)	(90,409)	(98,117)
1034 - Energy Sustainability Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(168,407)	(168,407)	(168,407)	(168,407)	(168,407)
10904	Interest Earned	Other General Purpose Funding(O)	(4,050)	(2,218)	(3,334)	(2,218)	(3,334)
12440	Transfer To Reserve	Energy Efficiency Initiatives (Various Buildings) (C)	(71,864)	(71,864)	(107,793)	(71,864)	(107,793)
12440	Transfer From Reserve	Energy Efficiency Initiatives (Various Buildings) (C)	0	0	133,234	0	133,234
Energy Sustainability Reserve Closing Balance			(244,321)	(242,489)	(146,299)	(242,489)	(146,299)

City of Busselton Reserve Movements
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Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1035 - Footpath and Cycleways Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,246,636)	(1,246,636)	(1,246,636)	(1,246,636)	(1,246,636)
10904	Interest Earned	Other General Purpose Funding(O)	(34,236)	(3,614)	(5,421)	(3,614)	(5,421)
10027	Transfer To Reserve	Asset Management Administration(O)	(851,368)	(851,368)	(1,277,057)	(851,368)	(1,277,057)
10698	Transfer From Reserve	Buayanyup Drain Shared Path(C)	0	0	31,897	0	31,897
10736	Transfer From Reserve	Arnpup Drive Footpath Construction(C)	0	0	74,672	0	74,672
10741	Transfer From Reserve	Busselton CBD Footpath Renewal(C)	0	0	100,000	0	100,000
10742	Transfer From Reserve	Carey Street Footpath Construction(C)	0	0	271,724	0	271,724
10744	Transfer From Reserve	End of Trip Footpath Construction(C)	0	0	10,000	0	10,000
10903	Transfer From Reserve	DAIP - Disability Access(C)	0	0	0	0	30,000
10960	Transfer From Reserve	Dunsborough Centennial Park Project(C)	0	0	99,384	(99,384)	0
11986	Transfer From Reserve	Causeway Road Shared Path(C)	0	0	95,955	0	160,000
12382	Transfer From Reserve	Rails to Trails - Continuation of Implementation Plan(C)	0	0	88,243	0	88,243
12816	Transfer From Reserve	Coastal Principled Shares Path (C)	0	0	206,333	0	72,288
12817	Transfer From Reserve	Prince Regent Drive (C)	0	0	141,000	0	141,000
12818	Transfer From Reserve	Kaloorup Road (C)	0	0	78,000	0	78,000
12877	Transfer From Reserve	Principle Shared Path (PSP) Development Approvals (C)	0	0	25,000	0	25,000
14813	Transfer From Reserve	Geo Bay Road Carpark (10 bays East SLK 0.3 - 0.38)(C)	0	0	0	0	70,000
14814	Transfer From Reserve	Townscape Works Busselton(C)	0	0	0	0	100,000
<i>Footpath and Cycleways Reserve Closing Balance</i>			(2,132,240)	(2,101,618)	(1,306,906)	(2,201,002)	(1,276,290)
1036 - Furniture and Equipment Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(516,181)	(516,181)	(516,181)	(516,181)	(516,181)
10904	Interest Earned	Other General Purpose Funding(O)	(10,724)	(4,512)	(6,752)	(4,512)	(6,752)
10027	Transfer To Reserve	Asset Management Administration(O)	(73,392)	(73,392)	(110,091)	(73,392)	(110,091)
10461	Transfer From Reserve	Geographe Leisure Centre(O)	0	0	0	0	0
12876	Transfer From Reserve	ICT Services - Equipment & Software Purchases(C)	0	0	219,845	0	219,845
12878	Transfer From Reserve	Naturaliste Community Centre (NCC) - Purchase Office Furn(C)	0	0	20,000	0	20,000
12917	Transfer From Reserve	BPACC - Loose Furniture & Fittings(C)	0	0	250,000	0	250,000
12938	Transfer From Reserve	YCAB (Youth Precinct Foreshore)(C)	0	0	5,091	0	5,091
12939	Transfer From Reserve	Administration Building - 2-16 Southern Drive(C)	0	0	15,000	0	15,000
12940	Transfer From Reserve	Depot Building-Busselton(C)	0	0	50,000	0	50,000
14730	Transfer From Reserve	Geographe Leisure Centre Fitness Equipment(C)	0	0	18,160	0	18,160
<i>Furniture and Equipment Reserve Closing Balance</i>			(600,296)	(594,085)	(54,928)	(594,085)	(54,928)
1037 - Geographe Leisure Centre Building (GLC) Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(314,128)	(314,128)	(314,128)	(314,128)	(314,128)
10904	Interest Earned	Other General Purpose Funding(O)	(8,643)	(1,944)	(2,910)	(1,944)	(2,910)
10027	Transfer To Reserve	Asset Management Administration(O)	(210,640)	(210,640)	(315,962)	(210,640)	(315,962)
10788	Transfer From Reserve	GLC Building Improvements(C)	0	0	423,934	0	423,934
<i>Geographe Leisure Centre Building (GLC) Reserve Closing Balance</i>			(533,411)	(526,712)	(209,066)	(526,712)	(209,066)
1038 - Jetty Maintenance Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(6,320,301)	(6,320,301)	(6,320,301)	(6,320,301)	(6,320,301)
10904	Interest Earned	Other General Purpose Funding(O)	(126,603)	(90,682)	(136,007)	(90,682)	(136,007)
10027	Transfer To Reserve	Asset Management Administration(O)	(228,707)	(228,709)	(343,064)	(228,709)	(343,064)
10048	Transfer To Reserve	Busselton Jetty(O)	0	0	(826,541)	0	(826,541)
10160	Transfer To Reserve	Equinox Cafe(O)	(61,552)	(61,551)	(92,327)	(61,551)	(92,327)
10161	Transfer To Reserve	Goose Cafe(O)	(34,120)	(34,119)	(51,178)	(34,119)	(51,178)
10162	Transfer To Reserve	Micro Brewery Building(O)	(62,056)	(62,057)	(93,085)	(62,057)	(93,085)
11704	Transfer To Reserve	Busselton Tennis Club Building (Old)(O)	(16,664)	(16,667)	(25,000)	(16,667)	(25,000)
11798	Transfer To Reserve	Hotel Site 2(O)	(24,320)	(24,316)	(36,474)	(24,316)	(36,474)
10048	Transfer From Reserve	Busselton Jetty(O)	0	52,198	509,398	52,198	509,398
10818	Transfer From Reserve	Busselton Jetty - Capital Expenditure(C)	0	0	280,632	0	480,632
12909	Transfer From Reserve	Busselton Jetty - Replacement Stihl MS381 Chainsaw(C)	0	0	1,891	0	1,891
12910	Transfer From Reserve	Busselton Jetty - Replacement Honda EU20 Generator (Jetty)(C)	0	0	2,827	0	2,827
<i>Jetty Maintenance Reserve Closing Balance</i>			(6,874,323)	(6,786,203)	(7,129,229)	(6,786,203)	(6,929,229)
1039 - Jetty Self Insurance Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(573,410)	(573,410)	(573,410)	(573,410)	(573,410)
10904	Interest Earned	Other General Purpose Funding(O)	(11,653)	(8,924)	(13,376)	(8,924)	(13,376)
10048	Transfer To Reserve	Busselton Jetty(O)	(52,200)	(52,200)	(78,297)	(52,200)	(78,297)
<i>Jetty Self Insurance Reserve Closing Balance</i>			(637,264)	(634,534)	(665,084)	(634,534)	(665,084)
1040 - Joint Venture Aged Housing Reserve (Harris/Winderup)							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,491,225)	(1,491,225)	(1,491,225)	(1,491,225)	(1,491,225)
10904	Interest Earned	Other General Purpose Funding(O)	(30,198)	(20,514)	(30,784)	(20,514)	(30,784)
11684	Transfer To Reserve	Winderup Court Aged Housing(O)	(124,417)	(124,417)	(186,626)	(124,417)	(186,626)
12231	Transfer From Reserve	Aged Housing Capital Improvements - Harris Road(C)	0	0	12,608	0	12,608
12233	Transfer From Reserve	Aged Housing Capital Improvements - Winderup(C)	0	0	25,215	0	25,215
<i>Joint Venture Aged Housing Reserve (Harris/Winderup) Closing Balance</i>			(1,645,841)	(1,636,157)	(1,670,812)	(1,636,157)	(1,670,812)
1041 - Legal Expenses Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(638,294)	(638,294)	(638,294)	(638,294)	(638,294)
10904	Interest Earned	Other General Purpose Funding(O)	(12,200)	(8,400)	(12,603)	(8,400)	(12,603)
<i>Legal Expenses Reserve Closing Balance</i>			(650,495)	(646,695)	(650,898)	(646,695)	(650,898)
1042 - Locke Estate Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(6,589)	(6,589)	(6,589)	(6,589)	(6,589)
10904	Interest Earned	Other General Purpose Funding(O)	(51)	(100)	(153)	(100)	(153)
<i>Locke Estate Reserve Closing Balance</i>			(6,639)	(6,688)	(6,741)	(6,688)	(6,741)

City of Busselton Reserve Movements
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Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1043 - Long Service Leave Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(4,054,581)	(4,054,581)	(4,054,581)	(4,054,581)	(4,054,581)
10904	Interest Earned	Other General Purpose Funding(O)	(81,456)	(55,561)	(83,332)	(55,561)	(83,332)
10810	Transfer To Reserve	Human Resources & Payroll(O)	(300,000)	(300,000)	(450,000)	(300,000)	(450,000)
10041	Transfer From Reserve	Building Services(O)	0	0	19,332	0	19,332
10217	Transfer From Reserve	Busselton Library(O)	0	0	12,935	0	12,935
10461	Transfer From Reserve	Geographie Leisure Centre(O)	0	0	54,830	0	54,830
10462	Transfer From Reserve	Naturaliste Community Centre(O)	0	0	14,256	0	14,256
10652	Transfer From Reserve	Community & Commercial Services Support(O)	0	0	43,908	0	43,908
10678	Transfer From Reserve	Customer Services(O)	0	0	8,409	0	8,409
10704	Transfer From Reserve	Engineering & Works Services Support(O)	0	0	18,295	0	18,295
10710	Transfer From Reserve	Environmental Health Services Administration(O)	0	0	14,393	0	14,393
10711	Transfer From Reserve	Environmental Management Administration(O)	0	0	14,421	0	14,421
10790	Transfer From Reserve	Governance Support Services(O)	0	0	10,657	0	10,657
10810	Transfer From Reserve	Human Resources & Payroll(O)	0	0	11,964	0	11,964
10824	Transfer From Reserve	Legal and Compliance Services(O)	0	0	32,581	0	32,581
10900	Transfer From Reserve	Office of the CEO(O)	0	0	120,000	0	120,000
10901	Transfer From Reserve	Operations Services Administration(O)	0	0	45,697	0	45,697
10902	Transfer From Reserve	Operations Services Works(O)	0	0	137,631	0	137,631
10905	Transfer From Reserve	Other Law, Order & Public Safety(O)	0	0	18,435	0	18,435
11041	Transfer From Reserve	Property Services Administration(O)	0	0	5,212	0	5,212
11124	Transfer From Reserve	Public Relations(O)	0	0	5,982	0	5,982
11126	Transfer From Reserve	Rates Administration(O)	0	0	11,212	0	11,212
11128	Transfer From Reserve	Recreation Administration(O)	0	0	16,788	0	16,788
12225	Transfer From Reserve	Sanitation Waste Services Administration(O)	0	0	34,681	0	34,681
12258	Transfer From Reserve	Statutory Planning(O)	0	0	16,685	0	16,685
Long Service Leave Reserve Closing Balance			(4,436,037)	(4,410,142)	(3,919,609)	(4,410,142)	(3,919,609)
1044 - Major Traffic Improvements Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,184,734)	(1,184,734)	(1,184,734)	(1,184,734)	(1,184,734)
10904	Interest Earned	Other General Purpose Funding(O)	(25,438)	(15,529)	(23,309)	(15,529)	(23,309)
10027	Transfer To Reserve	Asset Management Administration(O)	(229,360)	(229,360)	(344,035)	(229,360)	(344,035)
10673	Transfer From Reserve	Peel & Queen Street Roundabout Service Relocation(C)	0	0	19,941	0	19,941
10831	Transfer From Reserve	Rotary Park / War Memorial Relocation(C)	0	0	375,000	0	375,000
12845	Transfer From Reserve	General Design / Modelling Works (O)	0	0	300,000	0	300,000
Major Traffic Improvements Reserve Closing Balance			(1,439,532)	(1,429,623)	(857,137)	(1,429,623)	(857,137)
1045 - Marketing & Area Promotion Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(655,702)	(655,702)	(655,702)	(655,702)	(655,702)
10904	Interest Earned	Other General Purpose Funding(O)	(22,846)	(3,415)	(5,138)	(3,415)	(5,138)
10188	Transfer To Reserve	Events(O)	(888,536)	(888,536)	(1,332,802)	(888,536)	(1,332,802)
10188	Transfer From Reserve	Events(O)	0	0	1,545,548	0	1,545,548
14729	Transfer From Reserve	Events Furniture & Equipment(C)	0	0	200,000	0	200,000
Marketing & Area Promotion Reserve Closing Balance			(1,567,085)	(1,547,653)	(248,094)	(1,547,653)	(248,094)
1046 - Naturaliste Community Centre Building (NCC) Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(170,089)	(170,089)	(170,089)	(170,089)	(170,089)
10904	Interest Earned	Other General Purpose Funding(O)	(3,832)	(1,520)	(2,287)	(1,520)	(2,287)
10027	Transfer To Reserve	Asset Management Administration(O)	(48,280)	(48,280)	(72,415)	(48,280)	(72,415)
12791	Transfer From Reserve	Naturaliste Community Centre Fire Indicator Panel Renewal(C)	0	0	30,000	0	30,000
12867	Transfer From Reserve	Naturaliste Community Centre - Maintenance External Work(O)	0	0	91,000	0	91,000
Naturaliste Community Centre Building (NCC) Reserve Closing Balance			(222,201)	(219,889)	(123,791)	(219,889)	(123,791)
1047 - New Infrastructure Development Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(723,693)	(723,693)	(723,693)	(723,693)	(723,693)
10904	Interest Earned	Other General Purpose Funding(O)	(13,737)	(4,013)	(6,026)	(4,013)	(6,026)
10904	Transfer To Reserve	Other General Purpose Funding(O)	(4,257)	0	0	0	0
12407	Transfer From Reserve	Dunsborough Lakes Sporting Precinct (Stage 1)(C)	0	0	453,487	0	453,487
12936	Transfer From Reserve	Property Services Administration(C)	0	0	50,000	0	50,000
New Infrastructure Development Reserve Closing Balance			(741,687)	(727,706)	(226,232)	(727,706)	(226,232)
1048 - Other Infrastructure (Drainage, Signage Etc) Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(403,731)	(403,731)	(403,731)	(403,731)	(403,731)
10904	Interest Earned	Other General Purpose Funding(O)	(13,971)	(6,232)	(9,360)	(6,232)	(9,360)
10027	Transfer To Reserve	Asset Management Administration(O)	(504,584)	(504,584)	(756,876)	(504,584)	(756,876)
10691	Transfer From Reserve	Busselton LIA - Geocatch Drain Partnership WSUD Improve(C)	0	0	30,000	0	30,000
10692	Transfer From Reserve	Carey Street Drainage Upgrade(C)	0	0	220,369	0	220,369
10852	Transfer From Reserve	RBFs Various Grant Applications(C)	0	0	15,900	0	15,900
12786	Transfer From Reserve	Newtown Beach Boat Ramp (O)	0	0	17,255	0	17,255
12787	Transfer From Reserve	Dunsborough Boat Ramp(O)	0	0	17,382	0	17,382
12788	Transfer From Reserve	Quindalup Boat Ramp (Sea Rescue)(O)	0	0	17,255	0	17,255
12814	Transfer From Reserve	High View Road Drainage Works(C)	0	0	221,559	0	221,559
12815	Transfer From Reserve	North Street Drainage Works(C)	0	0	233,056	0	233,056
Other Infrastructure (Drainage, Signage Etc) Reserve Closing Balance			(922,285)	(914,546)	(397,190)	(914,546)	(397,190)
1049 - Parks, Gardens and Reserves Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(633,227)	(633,227)	(633,227)	(633,227)	(633,227)
10904	Interest Earned	Other General Purpose Funding(O)	(22,684)	(4,163)	(6,241)	(4,163)	(6,241)
10027	Transfer To Reserve	Asset Management Administration(O)	(871,552)	(871,552)	(1,307,332)	(871,552)	(1,307,332)
10765	Transfer From Reserve	Foreshore Busselton - High Street to Carey Street(C)	0	0	10,000	0	10,000
10951	Transfer From Reserve	Mitchell Park Upgrade(C)	0	0	37,491	0	37,491
10952	Transfer From Reserve	Possum Park Barnard East Upgrade(C)	0	0	0	0	30,000
10953	Transfer From Reserve	Youth Skate Park(C)	0	0	10,000	0	10,000
10965	Transfer From Reserve	P&E - P&G Smart Technologies(C)	0	0	100,000	0	100,000
10967	Transfer From Reserve	Shade Sail Program(C)	0	0	196,414	0	196,414
11035	Transfer From Reserve	Park Furniture Replacement - Replace aged & unsafe Equip(C)	0	0	30,000	0	30,000
11036	Transfer From Reserve	Playgrounds General - Replacement of playground equipment(C)	0	0	175,000	0	175,000
11109	Transfer From Reserve	BBQ Placement and Replacement(C)	0	0	15,000	0	15,000
12251	Transfer From Reserve	Cricket Wicket Renewal(C)	0	0	39,230	0	39,230
12526	Transfer From Reserve	Beach Access Improvements(C)	0	0	35,000	0	35,000
12819	Transfer From Reserve	Beach Enclosures(C)	0	0	100,491	0	100,491
12820	Transfer From Reserve	Bird Crescent Dunsborough POS- improvements(C)	0	0	11,000	0	11,000
12821	Transfer From Reserve	Churchill Park - Main Oval Renewal (C)	0	0	444,558	0	0
12929	Transfer From Reserve	BPACC - Landscaping - Funded Parks, Gardens & Reserve Res(C)	0	0	500,000	0	500,000
14816	Transfer From Reserve	Carpark Hotel Site 2 Land Scaping(C)	0	0	0	0	150,000
Parks, Gardens and Reserves Reserve Closing Balance			(1,527,463)	(1,508,942)	(242,616)	(1,508,942)	(507,174)

City of Busselton Reserve Movements
For Period Ended 29 February 2023

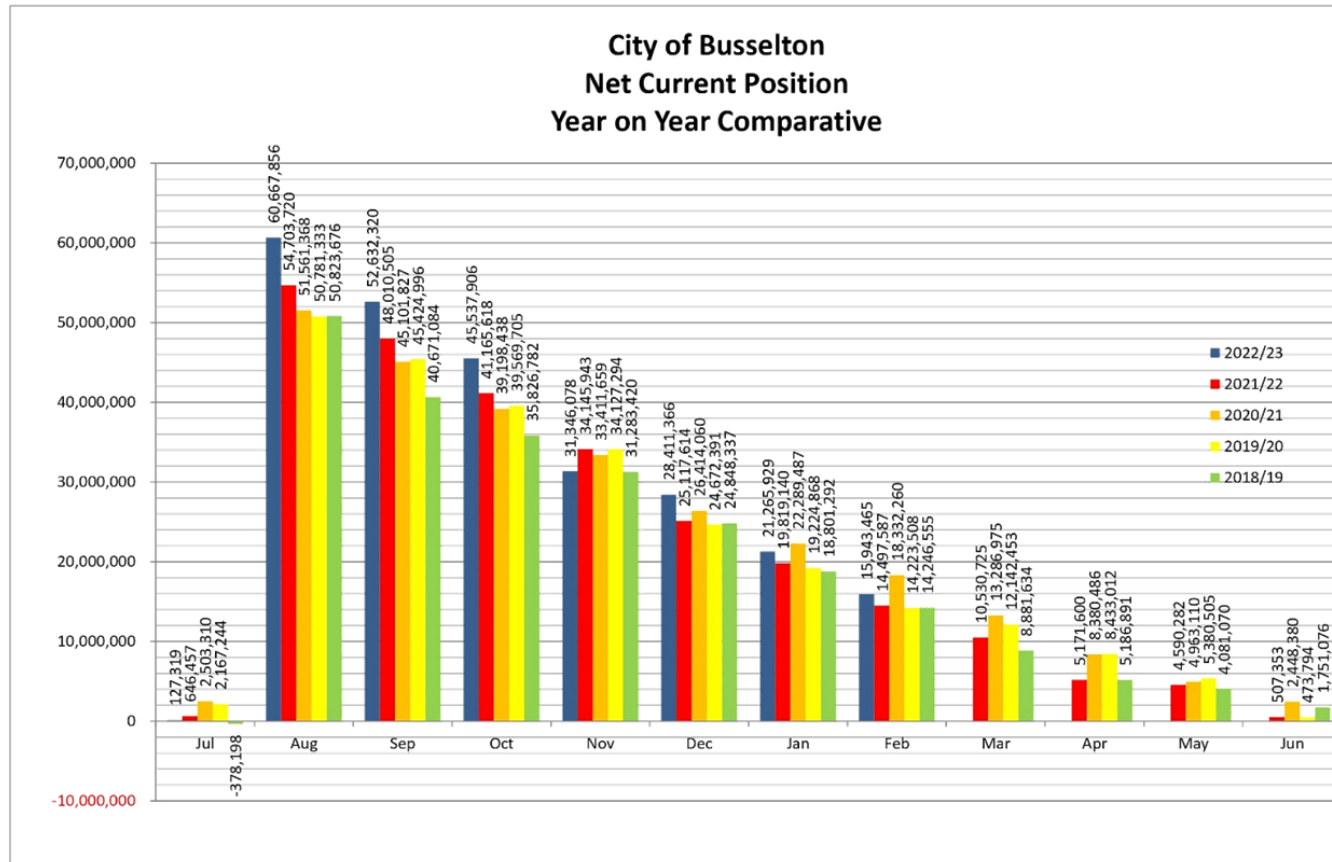
Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1050 - Performing Arts and Convention Centre Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(2,386,293)	(2,386,293)	(2,386,293)	(2,386,293)	(2,386,293)
10904	Interest Earned	Other General Purpose Funding(O)	(47,061)	(27,020)	(40,539)	(27,020)	(40,539)
12918	Transfer To Reserve	BPACC - Construction(C)	0	0	(1,800,000)	0	(1,800,000)
10022	Transfer From Reserve	BPACC Operations(O)	0	0	46,433	0	46,433
12918	Transfer From Reserve	BPACC - Construction(C)	0	0	1,642,703	0	1,642,703
<i>Performing Arts and Convention Centre Reserve Closing Balance</i>			(2,433,354)	(2,413,313)	(2,537,696)	(2,413,313)	(2,537,696)
1051 - Plant Replacement Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(2,698,073)	(2,698,073)	(2,698,073)	(2,698,073)	(2,698,073)
10904	Interest Earned	Other General Purpose Funding(O)	(60,363)	(29,712)	(44,562)	(29,712)	(44,562)
10027	Transfer To Reserve	Asset Management Administration(O)	(733,944)	(733,944)	(1,100,911)	(733,944)	(1,100,911)
12879	Transfer From Reserve	Plant Purchases (P11) - Split water heavy duty high pressu(C)	0	0	13,500	0	13,500
12880	Transfer From Reserve	Plant Purchases (P11) - Water Tank 4,500 LT with Pump & (C)	0	0	14,200	0	14,200
12881	Transfer From Reserve	Plant Purchases (P11) - HINO F01024 Beavertail Truck (tur(C)	0	0	61,500	0	61,500
12882	Transfer From Reserve	Plant Purchases (P11) - Isuzu NPR65-190 Single Cab (Turf (C)	0	0	65,000	0	65,000
12883	Transfer From Reserve	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0	0	27,000	0	27,000
12884	Transfer From Reserve	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0	0	27,000	0	27,000
12885	Transfer From Reserve	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0	0	27,000	0	27,000
12886	Transfer From Reserve	Plant Purchases (P11) - Brush / Tree Chipper(C)	0	0	100,000	0	100,000
12887	Transfer From Reserve	Plant Purchases (P11) - Redexim Easyspread 1600 Sand Spre(C)	0	0	19,200	0	19,200
12888	Transfer From Reserve	Plant Purchases (P12) - HINO FS2848 Tipper Truck (Constr(C)	0	0	150,000	0	150,000
12889	Transfer From Reserve	Plant Purchases (P12) - Speed Display/VMB single axle tra(C)	0	0	22,500	0	22,500
12890	Transfer From Reserve	Plant Purchases (P12) - Caterpillar CS56 Rollwe (Constru(C)	0	0	114,000	0	114,000
12891	Transfer From Reserve	Plant Purchases (P12) - Ditchwitch Cable Locator(C)	0	0	7,500	0	7,500
12892	Transfer From Reserve	Plant Purchases (P12) - ISUZU FVZ1400 Tipper Truck (Const(C)	0	0	155,000	0	155,000
12893	Transfer From Reserve	Planning and Development Services - Replacement Complian(C)	0	0	23,000	0	23,000
12894	Transfer From Reserve	Plan and Dev - Replacement Comp - Nissan X-trail(C)	0	0	18,000	0	18,000
12895	Transfer From Reserve	Engineering and Works Services - Replacement Asset Manage(C)	0	0	18,500	0	18,500
12896	Transfer From Reserve	Engineering and Works Services - Replacement Building Fac(C)	0	0	23,000	0	23,000
12897	Transfer From Reserve	Engineering and Works Services - Replacement Isuzu D-Max (C)	0	0	27,500	0	27,500
12898	Transfer From Reserve	Engineering and Works Services - Replacement Mitsubishi G(C)	0	0	27,500	0	27,500
12899	Transfer From Reserve	Engineering and Works Services - Replacement Isuzu D-Max (C)	0	0	27,000	0	27,000
12900	Transfer From Reserve	Engineering and Works Services - Replacement Toyota Hilux(C)	0	0	22,000	0	22,000
12901	Transfer From Reserve	Engineering and Works Services - Replacement Toyota Hilux(C)	0	0	22,000	0	22,000
12902	Transfer From Reserve	Finance and Corporate Services - Replacement Manager Gove(C)	0	0	20,000	0	20,000
12903	Transfer From Reserve	Finance and Corporate Services - Replacement IT Coordinat(C)	0	0	18,000	0	18,000
12904	Transfer From Reserve	Plant Purchases (P11) - Minor Plant (Capital)(C)	0	0	18,000	0	18,000
12905	Transfer From Reserve	Plant Purchases (P11) - Minor Plant (Non-Capital)(C)	0	0	36,000	0	36,000
12906	Transfer From Reserve	Plant Purchases (P12) - Minor Plant (Capital)(C)	0	0	13,500	0	13,500
12907	Transfer From Reserve	Plant Purchases (P12) - Minor Plant (Non-Capital)(C)	0	0	13,500	0	13,500
12908	Transfer From Reserve	Transport - Workshop - Minor Plant(C)	0	0	9,000	0	9,000
12948	Transfer From Reserve	Environmental Health Serv Admin-Health Ute(C)	0	0	22,000	0	22,000
14818	Transfer From Reserve	Wheeled 20t excavator Inc. Accessories(C)	0	0	0	0	485,000
14819	Transfer From Reserve	Positrak (Cat 299) with Accessories (C)	0	0	0	0	250,000
14820	Transfer From Reserve	Trailer for Towing Positrak & Traffic Lights(C)	0	0	0	0	40,000
14821	Transfer From Reserve	Trailer Traffic Lights x 2 (and Sign Cones)(C)	0	0	0	0	45,000
14822	Transfer From Reserve	Chainsaw and Polesaw (O)	0	0	0	0	2,500
<i>Plant Replacement Reserve Closing Balance</i>			(3,492,380)	(3,461,730)	(2,681,646)	(3,461,730)	(1,859,146)
1052 - Port Geographe Development Reserve (Council)							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(126,996)	(126,996)	(126,996)	(126,996)	(126,996)
10904	Interest Earned	Other General Purpose Funding(O)	(2,892)	(424)	(620)	(424)	(620)
10325	Transfer To Reserve	Port Geographe(O)	(38,992)	(38,992)	(58,485)	(38,992)	(58,485)
10086	Transfer From Reserve	Pedestrian Bridge (Port Geographe)(O)	0	0	64,152	0	64,152
10767	Transfer From Reserve	Port Geographe General Improvements(/ Foreshore(C)	0	0	82,285	0	82,285
<i>Port Geographe Development Reserve (Council) Closing Balance</i>			(168,879)	(166,411)	(39,664)	(166,411)	(39,664)
1053 - Port Geographe Waterways Management Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(3,060,602)	(3,060,602)	(3,060,602)	(3,060,602)	(3,060,602)
10904	Interest Earned	Other General Purpose Funding(O)	(60,672)	(47,086)	(70,641)	(47,086)	(70,641)
10325	Transfer To Reserve	Port Geographe(O)	(156,496)	(156,496)	(234,744)	(156,496)	(234,744)
10325	Transfer From Reserve	Port Geographe(O)	0	0	390,547	0	390,547
<i>Port Geographe Waterways Management Reserve Closing Balance</i>			(3,277,770)	(3,264,184)	(2,975,440)	(3,264,184)	(2,975,440)
1054 - Professional Development Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(156,214)	(156,214)	(156,214)	(156,214)	(156,214)
10904	Interest Earned	Other General Purpose Funding(O)	(2,958)	(2,119)	(3,184)	(2,119)	(3,184)
			0	0	0	0	0
			0	0	0	0	0
<i>Professional Development Reserve Closing Balance</i>			(159,172)	(158,333)	(159,398)	(158,333)	(159,398)
1055 - Provenance Landscape Maintenance Reserve (SAR)							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,323,559)	(1,323,559)	(1,323,559)	(1,323,559)	(1,323,559)
10904	Interest Earned	Other General Purpose Funding(O)	(26,990)	(19,268)	(28,911)	(19,268)	(28,911)
10966	Transfer To Reserve	Provenance SAR Area General Improvements to the Area(C)	(129,320)	(129,320)	(193,983)	(129,320)	(193,983)
10966	Transfer From Reserve	Provenance SAR Area General Improvements to the Area(C)	0	0	20,000	0	20,000
12999	Transfer From Reserve	Provenance SAR Reserve Funding(O)	0	0	132,251	0	132,251
<i>Provenance Landscape Maintenance Reserve (SAR) Closing Balance</i>			(1,479,869)	(1,472,147)	(1,394,202)	(1,472,147)	(1,394,202)
1056 - Public Art Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(249,544)	(46,666)	(46,666)	(46,666)	(46,666)
10904	Interest Earned	Other General Purpose Funding(O)	(895)	(723)	(1,091)	(723)	(1,091)
			0	0	0	0	0
			0	0	0	0	0
<i>Public Art Reserve Closing Balance</i>			(250,439)	(47,389)	(47,756)	(47,389)	(47,756)
1057 - Railway House Building Reserve (50%)							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(63,088)	(63,088)	(63,088)	(63,088)	(63,088)
10904	Interest Earned	Other General Purpose Funding(O)	(1,409)	(947)	(1,405)	(947)	(1,405)
10027	Transfer To Reserve	Asset Management Administration(O)	(15,880)	(15,880)	(23,814)	(15,880)	(23,814)
10904	Transfer From Reserve	Other General Purpose Funding(O)	0	0	0	0	0
<i>Railway House Building Reserve (50%) Closing Balance</i>			(80,377)	(79,915)	(88,307)	(79,915)	(88,307)

City of Busselton Reserve Movements
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Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1058 - Road Asset Renewal Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,920,213)	(1,920,213)	(1,920,213)	(1,920,213)	(1,920,213)
10904	Interest Earned	Other General Purpose Funding(O)	(40,837)	(6,531)	(9,796)	(6,531)	(9,796)
10027	Transfer To Reserve	Asset Management Administration(O)	(2,293,568)	(2,293,568)	(3,440,347)	(2,293,568)	(3,440,347)
10256	Transfer From Reserve	Road Maintenance General(O)	175,000	0	175,000	0	175,000
11193	Transfer From Reserve	Wilyabrup Road Resheet(C)	130,000	0	130,000	0	130,000
11199	Transfer From Reserve	Bussell Highway(C)	0	0	443,465	0	443,465
11987	Transfer From Reserve	Caves Road - Median Crossing(C)	0	0	17,960	0	17,960
11991	Transfer From Reserve	Commonage & Hayes Road Intersection Safety works(C)	0	0	38,951	0	38,951
11997	Transfer From Reserve	Gifford Road Reconstruction(C)	0	0	111,053	0	111,053
11999	Transfer From Reserve	Kaloorup Road - Reconstruct and Seal Shoulders(C)	0	0	25,472	0	25,472
12000	Transfer From Reserve	Kaloorup Road (Stage 1)(C)	0	0	23,137	0	23,137
12005	Transfer From Reserve	Payne Road(C)	0	0	190,000	0	190,000
12007	Transfer From Reserve	Rendezvous Road Spray Seals(C)	0	0	58,218	0	0
12010	Transfer From Reserve	Sugarloaf Road(C)	0	0	250,502	0	250,502
12012	Transfer From Reserve	Wildwood Road(C)	0	0	0	0	180,000
12333	Transfer From Reserve	Townscape Works Dunsborough(C)	0	0	0	0	351,169
12611	Transfer From Reserve	North Jindong Road(C)	0	0	0	0	270,000
12824	Transfer From Reserve	Acton Park Road(C)	908,000	0	908,000	0	908,000
12825	Transfer From Reserve	Farquar Road Resheet(C)	0	0	75,000	0	75,000
12826	Transfer From Reserve	Glendon Road Resheet(C)	0	0	29,347	0	29,347
12828	Transfer From Reserve	Rural road open drain maintenance - Reserve Funded(O)	0	0	100,000	0	100,000
12829	Transfer From Reserve	Rural Verge Maintenance - Reserve Funded(O)	0	0	150,000	0	150,000
12830	Transfer From Reserve	Urban Tree Management - Reserve Funded(O)	0	0	70,000	0	70,000
12831	Transfer From Reserve	Princefield Road - Reserve Funded(O)	0	0	40,000	0	40,000
12832	Transfer From Reserve	Urban Drainage - Reserve Funded(O)	0	0	40,000	0	40,000
12833	Transfer From Reserve	Prewinter stormwater drainage maintenance - Reserve Funded(O)	0	0	70,000	0	70,000
12834	Transfer From Reserve	Urban Compensation Basin Maintenance - Reserve Funded(O)	0	0	30,000	0	30,000
12835	Transfer From Reserve	Ludlow-Hithergreen Road(C)	0	0	110,000	0	110,000
12837	Transfer From Reserve	Pre-emptive Design Works (C)	0	0	50,000	0	50,000
12838	Transfer From Reserve	Queen Elizabeth Avenue(C)	0	0	230,000	0	230,000
12839	Transfer From Reserve	Seista Park Road(C)	0	0	198,000	0	0
12840	Transfer From Reserve	Sheens Road Apron(C)	0	0	8,000	0	8,000
12841	Transfer From Reserve	Strelly Street (C)	0	0	60,000	0	60,000
12842	Transfer From Reserve	Nuttman Road (C)	0	0	55,235	0	55,235
12851	Transfer From Reserve	Bussell Highway(C)	0	0	150,000	0	150,000
14817	Transfer From Reserve	Road Access Seal - Busselton Animal care facility(C)	0	0	0	0	50,000
Road Asset Renewal Reserve Closing Balance			(3,041,619)	(4,220,312)	(1,533,016)	(4,220,312)	(938,065)
1059 - Sick Pay Incentive Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(79,477)	(79,477)	(79,477)	(79,477)	(79,477)
10904	Interest Earned	Other General Purpose Funding(O)	(1,490)	(499)	(738)	(499)	(738)
10810	Transfer From Reserve	Human Resources & Payroll(O)	0	0	15,000	0	15,000
Sick Pay Incentive Reserve Closing Balance			(80,967)	(79,975)	(65,215)	(79,975)	(65,215)
1060 - Strategic Projects Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(2,909,578)	(2,909,578)	(2,909,578)	(2,909,578)	(2,909,578)
10904	Interest Earned	Other General Purpose Funding(O)	(56,035)	(45,241)	(67,893)	(45,241)	(67,893)
10830	Transfer To Reserve	Members of Council(O)	(16,664)	(16,664)	(25,000)	(16,664)	(25,000)
12847	Transfer From Reserve	Purchase Sues Road(C)	0	0	500,000	0	500,000
Strategic Projects Reserve Closing Balance			(2,982,277)	(2,971,483)	(2,502,471)	(2,971,483)	(2,502,471)
1061 - Vasse Newtown Landscape Maintenance Reserve (SAR)							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(668,099)	(668,099)	(668,099)	(668,099)	(668,099)
10904	Interest Earned	Other General Purpose Funding(O)	(14,295)	(10,095)	(15,140)	(10,095)	(15,140)
10969	Transfer To Reserve	Vasse SAR Area General Improvements to the Area(C)	(127,184)	(127,184)	(190,775)	(127,184)	(190,775)
10969	Transfer From Reserve	Vasse SAR Area General Improvements to the Area(C)	0	0	150,000	0	150,000
12822	Transfer From Reserve	Vasse SAR Area General Improvements to the Area - Tree Re(O)	0	0	50,000	0	50,000
13000	Transfer From Reserve	Vasse SAR Reserve Funding(O)	0	0	140,536	0	140,536
Vasse Newtown Landscape Maintenance Reserve (SAR) Closing Balance			(809,578)	(805,378)	(533,478)	(805,378)	(533,478)
1062 - Vasse Sports Pavilion Building Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,685)	(1,685)	(1,685)	(1,685)	(1,685)
10904	Interest Earned	Other General Purpose Funding(O)	(38)	(25)	(41)	(25)	(41)
10027	Transfer To Reserve	Asset Management Administration(O)	(432)	(432)	(649)	(432)	(649)
Vasse Sports Pavilion Building Reserve Closing Balance			(2,155)	(2,142)	(2,375)	(2,142)	(2,375)
1063 - Waste Facilities and Plant Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(8,287,152)	(8,287,152)	(8,287,152)	(8,287,152)	(8,287,152)
10904	Interest Earned	Other General Purpose Funding(O)	(158,771)	(101,649)	(152,487)	(101,649)	(152,487)
12225	Transfer To Reserve	Sanitation Waste Services Administration(O)	0	0	0	0	0
12412	Transfer To Reserve	Domestic & Commercial Waste Collection(O)	0	0	(2,032,658)	0	(2,032,658)
10688	Transfer From Reserve	Depot Washdown Facility Upgrades(C)	0	0	76,700	0	76,700
11130	Transfer From Reserve	Regional Waste Management Administration(O)	0	0	106,780	0	106,780
12420	Transfer From Reserve	Vidler Road Waste Site Capital Improvements(C)	0	0	28,955	0	28,955
12421	Transfer From Reserve	City Lined Landfill Stage 2 - Preliminary Works(C)	0	0	1,950,000	0	1,950,000
12425	Transfer From Reserve	Busselton Landfill Post-closure Capping, Rehab & Remediat(C)	0	0	2,000,000	0	2,000,000
12427	Transfer From Reserve	Dunsborough Waste Facility(O)	0	0	284,914	0	284,914
12428	Transfer From Reserve	Transfer Station Development(C)	0	0	158,375	0	400,000
12843	Transfer From Reserve	SW Regional Waste Group Funding - Regional Waste Hub Deve(O)	0	0	50,000	0	50,000
12844	Transfer From Reserve	Dunsborough Landfill - Washdown Bay(C)	0	0	150,000	0	150,000
12911	Transfer From Reserve	Waste Management - Replacement of Volvo FE320 6x4 Dual Co(C)	0	0	440,000	0	440,000
12912	Transfer From Reserve	Waste Management - Plant Replacement Grab bucket and att(C)	0	0	30,000	0	30,000
12913	Transfer From Reserve	Waste Management - Plant Replacement Trailer for bin clea(C)	0	0	20,000	0	20,000
12914	Transfer From Reserve	Waste Management - Plant Replacement Minor (Capital)(C)	0	0	10,000	0	10,000
12915	Transfer From Reserve	Waste Management - Plant Replacement Minor (Non Capital)(C)	0	0	10,000	0	10,000
14823	Transfer From Reserve	Bin Truck Replacement (Side Arm)(C)	0	0	0	0	440,000
Waste Facilities and Plant Reserve Closing Balance			(8,445,923)	(8,388,802)	(5,156,573)	(8,388,802)	(4,474,948)
1064 - Winderup Aged Housing Reserve (City Controlled)							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(356,904)	(356,904)	(356,904)	(356,904)	(356,904)
10904	Interest Earned	Other General Purpose Funding(O)	(7,385)	(4,113)	(6,154)	(4,113)	(6,154)
10027	Transfer To Reserve	Asset Management Administration(O)	(41,928)	(41,928)	(62,889)	(41,928)	(62,889)
12234	Transfer From Reserve	Aged Housing Capital Improvements - Winderup Court (City)(C)	0	0	49,000	0	49,000
Winderup Aged Housing Reserve (City Controlled) Closing Balance			(406,216)	(402,944)	(376,946)	(402,944)	(376,946)

City of Busselton Reserve Movements
For Period Ended 29 February 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1065 - Workers Compensation and Extended Sick Leave							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(194,219)	(194,219)	(194,219)	(194,219)	(194,219)
10904	Interest Earned	Other General Purpose Funding(O)	(3,694)	(3,016)	(4,530)	(3,016)	(4,530)
10810	Transfer From Reserve	Human Resources & Payroll(O)	0	0	0	0	0
		<i>Workers Compensation and Extended Sick Leave Closing Balance</i>	(197,914)	(197,235)	(5,750)	(197,235)	(5,750)
1066 - Youth and Community Activities Building Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(158,158)	(158,158)	(158,158)	(158,158)	(158,158)
10904	Interest Earned	Other General Purpose Funding(O)	(3,465)	(2,218)	(3,315)	(2,218)	(3,315)
10027	Transfer To Reserve	Asset Management Administration(O)	(34,640)	(34,640)	(51,957)	(34,640)	(51,957)
		<i>Youth and Community Activities Building Reserve Closing Balance</i>	(196,263)	(195,016)	(213,430)	(195,016)	(213,430)
1067 - Prepaid Grants and Deferred Works & Services Reserves							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,979,511)	(1,979,511)	(1,979,511)	(1,979,511)	(1,979,511)
10904	Interest Earned	Other General Purpose Funding(O)	1,693	0	0	0	0
			0	0	0	0	0
10904	Transfer From Reserve	Other General Purpose Funding(O)	1,977,034	0	1,979,511	0	1,979,511
		<i>Prepaid Grants and Deferred Works & Services Reserves Closing Balance</i>	(784)	(1,979,511)	(0)	(1,979,511)	(0)
1069 - Airport Infrastructure Renewal and Replacement Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(1,259,815)	(1,259,815)	(1,259,815)	(1,259,815)	(1,259,815)
10904	Interest Earned	Other General Purpose Funding(O)	(23,893)	(16,202)	(24,294)	(16,202)	(24,294)
10594	Transfer To Reserve	Airport Operations(O)	0	0	(642,013)	0	(642,013)
10585	Transfer From Reserve	BMRA Hangars(C)	0	0	182,891	0	182,891
12930	Transfer From Reserve	Airport Operations - Replacement Ute - Airport Operations(C)	0	0	35,000	0	35,000
12931	Transfer From Reserve	Airport Operations - Replacement Deutz/able 75KVA Generat(C)	0	0	19,000	0	19,000
12932	Transfer From Reserve	Airport Operations - Replacement Toro Groundmaster 7200 M(C)	0	0	22,000	0	22,000
12933	Transfer From Reserve	Airport Operations - Replacement Stihl FS94R CE Brushcut(C)	0	0	600	0	600
12934	Transfer From Reserve	Airport Operations - Replacement Bar Pertol 3000PSI Press(C)	0	0	1,150	0	1,150
12935	Transfer From Reserve	Airport Operations - Replacement Blower(C)	0	0	350	0	350
		<i>Airport Infrastructure Renewal and Replacement Reserve Closing Balance</i>	(1,283,707)	(1,276,017)	(1,665,130)	(1,276,017)	(1,665,130)
1070 - Airport Noise Mitigation Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(683,694)	(683,694)	(683,694)	(683,694)	(683,694)
10904	Interest Earned	Other General Purpose Funding(O)	(13,097)	(6,780)	(10,185)	(6,780)	(10,185)
			0	0	0	0	0
10586	Transfer From Reserve	Airport Development Operations(O)	0	0	98,238	0	98,238
		<i>Airport Noise Mitigation Reserve Closing Balance</i>	(696,791)	(690,474)	(595,641)	(690,474)	(595,641)
1071 - LED Street Lighting Replacement Program Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(38,098)	(38,098)	(38,098)	(38,098)	(38,098)
10904	Interest Earned	Other General Purpose Funding(O)	(1,132)	0	(3)	0	(3)
10254	Transfer To Reserve	Street Lighting Installations(O)	(33,336)	(33,336)	(50,000)	(33,336)	(50,000)
10251	Transfer From Reserve	LED Street Light Replacement Program(O)	0	0	87,866	0	87,866
		<i>LED Street Lighting Replacement Program Reserve Closing Balance</i>	(72,567)	(71,434)	(235)	(71,434)	(235)
1072 - Lou Weston Oval Pavilion Reserve							
10904	Interest Earned	Other General Purpose Funding(O)	0	0	0	0	0
10027	Transfer To Reserve	Asset Management Administration(O)	(102)	0	0	0	0
			(8,288)	(8,288)	(12,431)	(8,288)	(12,431)
		<i>Lou Weston Oval Pavilion Reserve Closing Balance</i>	(8,390)	(8,288)	(12,431)	(8,288)	(12,431)
1073 - Waterways Restoration Reserve							
10904	Opening Balance 1/7/2022	Other General Purpose Funding(O)	(10)	(10)	(10)	(10)	(10)
10904	Interest Earned	Other General Purpose Funding(O)	(4,529)	0	0	0	0
10711	Transfer To Reserve	Environmental Management Administration(O)	(366,970)	(366,970)	(550,455)	(366,970)	(550,455)
12848	Transfer From Reserve	Vasse River - Ongoing Restoration of River Habitat(O)	0	0	550,455	0	550,455
		<i>Waterways Restoration Reserve Closing Balance</i>	(371,509)	(366,980)	(10)	(366,980)	(10)
1078 - Post Office Tea Rooms Reserve							
			0	0	0	0	0
			0	0	0	0	0
10020	Transfer To Reserve	Art Geo Administration(O)	0	0	(121,028)	0	(121,028)
10020	Transfer From Reserve	Art Geo Administration(O)	0	0	60,514	0	60,514
10033	Transfer From Reserve	Art Geo Building(O)	0	0	60,514	0	60,514
12472	Transfer From Reserve	ArtGeo Building(C)	0	0	0	0	0
		<i>Post Office Tea Rooms Reserve Closing Balance</i>	0	0	0	0	0
1079 - Peel Tce/Causeway Rd Building Reserve							
			0	0	0	0	0
			0	0	0	0	0
10441	Transfer To Reserve	Peel Tce Building & Surrounds(O)	0	0	(23,429)	0	(23,429)
		<i>Peel Tce/Causeway Rd Building Reserve Closing Balance</i>	0	0	(23,429)	0	(23,429)
Grand Total			(81,385,979)	(83,653,317)	(59,608,590)	(83,752,701)	(57,259,536)
Opening Balance 1/7/2022			(71,183,341)	(71,017,796)	(71,017,796)	(71,017,796)	(71,017,796)
Interest Earned			(1,569,025)	(833,310)	(1,250,000)	(833,310)	(1,250,000)
Transfer To Reserve			(11,823,647)	(11,854,409)	(23,227,258)	(11,854,409)	(23,332,031)
Transfer From Reserve			3,190,034	52,198	35,886,464	(47,186)	38,340,291
Grand Total			(81,385,979)	(83,653,317)	(59,608,590)	(83,752,701)	(57,259,536)



12.2 Finance Committee - 5/4/2023 - LIST OF PAYMENTS MADE - FEBRUARY 2023

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
SUBJECT INDEX	List of Payments
BUSINESS UNIT	Financial Services
REPORTING OFFICER	Manager Financial Services - Paul Sheridan
AUTHORISING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A List of Payments - February 2023  

This item was considered by the Finance Committee at its meeting on 5/4/2023, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2304/063 Moved Councillor P Carter, seconded Councillor M Love

That the Council notes payment of voucher numbers for the month of February 2023 as follows:

CHEQUE PAYMENTS	119578 - 119610	76,762.11
ELECTRONIC FUNDS TRANSFER PAYMENTS	93088 - 93421 and 93425 - 93901	5,623,437.60
TRUST ACCOUNT PAYMENTS	EFT# 93422 - 93424	19,172.46
PAYROLL PAYMENTS	01.02.23 - 28.02.23	1,715,221.97
INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
TOTAL PAYMENTS		7,612,319.84

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council notes payment of voucher numbers for the month of February 2023 as follows:

CHEQUE PAYMENTS	119578 - 119610	76,762.11
ELECTRONIC FUNDS TRANSFER PAYMENTS	93088 - 93421 and 93425 - 93901	5,623,437.60
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INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
TOTAL PAYMENTS		7,612,319.84

EXECUTIVE SUMMARY

This report provides details of payments made from the City's bank accounts for the month of February 2023 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 CEO 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 February 2023 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 February 2023 is presented for information.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.



LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY
FOR THE MONTH OF FEBRUARY 2023

CHEQUE PAYMENTS	119578 - 119610	76,762.11
ELECTRONIC FUNDS TRANSFER PAYMENTS	93088 - 93421 and 93425 - 93901	5,623,437.60
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INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
		7,612,319.84

CHEQUE PAYMENTS FEBRUARY 2023				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
8/02/2023	119581	ARTGEO PETTY CASH	PETTY CASH REIMBURSEMENT	54.20
23/02/2023	119606	B INGATE	CROSSOVER SUBSIDY PAYMENT	148.10
28/02/2023	119610	BOND ADMINISTRATOR	AGED HOME BOND	991.86
8/02/2023	119582	BUSSELTON PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	198.05
8/02/2023	119596	CABLE SANDS WA PTY LTD	REFUND OF RATE OVERPAYMENT	1,077.57
8/02/2023	119597	CABLE SANDS WA PTY LTD	REFUND OF RATE OVERPAYMENT	862.12
8/02/2023	119579	CITY OF BUSSELTON - PETTY CASH	PETTY CASH REIMBURSEMENT	586.80
1/02/2023	119578	CITY OF BUSSELTON DEPOT - PETTY CASH	PETTY CASH RECOUP	84.00
23/02/2023	119604	DANIEL GUNSON	REFUND DOG REGISTRATION	75.00
8/02/2023	119580	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	1,962.00
23/02/2023	119607	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	654.00
8/02/2023	119584	EUNICE NAOMI GOULD	REFUND OF RATE OVERPAYMENT	730.00
23/02/2023	119602	FRED ROSE EXCAVATOR HIRE	EARTHMOVING - WASTE FACILITY & ROADWORKS	16,632.00
8/02/2023	119585	GARY ALAN FLETCHER	REFUND OF RATE OVERPAYMENT	750.00
8/02/2023	119586	GENEVIEVE DIGGINS	REFUND OF RATE OVERPAYMENT	750.00
8/02/2023	119589	HENRY ARIS HAZEBROEK	REFUND OF RATE OVERPAYMENT	100.00
8/02/2023	119583	JUNE BEVERLEY ANDERSON	REFUND OF RATE OVERPAYMENT	750.00
23/02/2023	119603	K GOUGH	REFUND OF APPLICATION	82.00
23/02/2023	119605	KAREN HUNSTONE	REFUND DOG REGISTRATION	20.00
8/02/2023	119591	KAYE EDITH PARKS	REFUND OF RATE OVERPAYMENT	750.00
8/02/2023	119593	KRISTIE LOUISE WILKS	REFUND OF RATE OVERPAYMENT	812.71
8/02/2023	119588	MARGARET ANNIE & BARRY JOHN WITHAM	REFUND OF RATE OVERPAYMENT	750.00
8/02/2023	119590	PAMELA ANN FLEMING	REFUND OF RATE OVERPAYMENT	750.00
8/02/2023	119594	PENELOPE ANNE MULLIGAN	REFUND OF RATE OVERPAYMENT	808.28
8/02/2023	119587	ROBERT JAMES BOYNE	REFUND OF RATE OVERPAYMENT	130.98
8/02/2023	119599	SHIRE OF DARDANUP	LOCAL GOV'T SERVICES	6,314.76
8/02/2023	119592	THOMAS MEIGHAN	REFUND OF RATE OVERPAYMENT	100.00
8/02/2023	119595	THOMAS WALMSLEY	REFUND OF RATE OVERPAYMENT	807.55
23/02/2023	119601	VOIDED	VOIDED	-
28/02/2023	119609	VOIDED	VOIDED	-
8/02/2023	119598	WATER CORPORATION	WATER SERVICES	45.83
8/02/2023	119600	WATER CORPORATION	WATER SERVICES	37,632.27
28/02/2023	119608	WATER CORPORATION	WATER SERVICES	1,352.03
				76,762.11

EFT PAYMENTS FEBRUARY 2023				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
22/02/2023	93639	12D SOLUTIONS PTY LTD	SURVEY SERVICES	3,258.75
22/02/2023	93669	2 OCEANS TACKLE	WADERS FOR HEALTH DEPARTMENT	50.00
8/02/2023	93258	360 ENVIRONMENTAL	ENVIRONMENTAL CONSULTANCY	8,426.00
8/02/2023	93112	3E CONSULTING ENGINEERS PTY LTD	CONSULTANCY SERVICES	220.00
22/02/2023	93680	A G & J M NOTTLE	STAFF RIMBURSEMENT	168.00
22/02/2023	93653	ACTION KERBBING	KERBBING SERVICES - SUGARLOAF RD	33,824.99
8/02/2023	93363	ACTIV FOUNDATION INC	MAINTENANCE SERVICES	41,134.32
22/02/2023	93825	ACTIV FOUNDATION INC	MAINTENANCE SERVICES	33,629.30
8/02/2023	93120	ACURIX NETWORKS	INTERNET WIFI ACCESS	3,996.66
8/02/2023	93202	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS	502.19
8/02/2023	93185	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES	1,760.00
22/02/2023	93677	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES	2,153.80
8/02/2023	93222	ADVANCED HEARING WA PTY LTD	HEARING ASSESSMENT	105.00
22/02/2023	93715	ADVANCED HEARING WA PTY LTD	HEARING ASSESSMENT	105.00
8/02/2023	93198	AERODROME MANAGEMENT SERVICES	AIR SERVICES - AIRPORT SCREENING	30,956.64
8/02/2023	93220	AFGR EQUIPMENT	MACHINERY EQUIPMENT PARTS AND SERVICE	276.72
8/02/2023	93384	AIRPORT LIGHTING SPECIALISTS	ELECTRICAL SERVICES	7,964.00
22/02/2023	93661	ALINTA SALES PTY LTD	ELECTRICITY	62.82
8/02/2023	93237	ALISON BURTON	ART SALES	26.60
22/02/2023	93627	ALL ALIVE GARDEN AND PROPERTY MAINTENANC	FIRE REDUCTION SERVICE	308.00
22/02/2023	93624	ALL WEST BUILDING APPROVALS PTY LTD	BUILDING APPLICATION ASSESSMENTS	825.00
22/02/2023	93690	ALLEN FOOD PTY LTD	CATERING	100.00
8/02/2023	93189	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	546.18
22/02/2023	93683	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	632.10
28/02/2023	93889	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	761.61
22/02/2023	93833	AMITY SIGNS	SIGNAGE SERVICES	90.75
22/02/2023	93742	ANNE PRINCE	BJTP REFUND	58.00
8/02/2023	93224	AQUATIC RECREATION GROUP WA	TRAINING AND PROFESSIONAL DEVELOPMENT	894.00
28/02/2023	93894	AQUATIC RECREATION GROUP WA	TRAINING AND PROFESSIONAL DEVELOPMENT	220.00
8/02/2023	93192	AQUATIC SERVICES WA PTY LTD	POOL SERVICE AND MAINTENANCE	3,006.30
22/02/2023	93684	AQUATIC SERVICES WA PTY LTD	POOL SERVICE AND MAINTENANCE	220.00



LISTING OF PAYMENTS MADE
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FOR THE MONTH OF FEBRUARY 2023

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PAYROLL PAYMENTS	01.02.23 - 28.02.23	1,715,221.97
INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
		7,612,319.84

8/02/2023	93109	ARBOR GUY	TREE MAINTENANCE SERVICES - PAYNE RD, NATURALISTE TCE, O'BYRNE RD	67,950.27
22/02/2023	93613	ARBOR GUY	TREE MAINTENANCE SERVICES	29,782.86
22/02/2023	93799	ARROW BRONZE	MEMORIAL PLAQUES SUPPLIER	703.72
8/02/2023	93390	ASB MARKETING PTY LTD	MARKETING SERVICES	194.15
9/02/2023	93092	ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	259,112.00
23/02/2023	93445	ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	250,781.00
22/02/2023	93774	ATTEKUS	ONLINE BOOKING, EVENT SOFTWARE	3,368.75
8/02/2023	93194	ATTURRA BUSINESS APPLICATIONS	SOFTWARE CONSULTANCY	1,728.35
22/02/2023	93685	ATTURRA BUSINESS APPLICATIONS	SOFTWARE CONSULTANCY	825.00
22/02/2023	93626	AUSQ TRAINING	TRAINING SERVICES	766.00
22/02/2023	93819	AUSTRALIA POST	POSTAL SERVICE	1,224.39
8/02/2023	93098	AUSTRALIAN COASTAL COUNCILS ASSOCIATION	MEMBERSHIP	1,100.00
8/02/2023	93218	AUSTRALIAN COMMUNITY MEDIA	ADVERTISING SERVICES	1,226.01
22/02/2023	93713	AUSTRALIAN COMMUNITY MEDIA	ADVERTISING SERVICES	378.01
8/02/2023	93275	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	307.39
22/02/2023	93755	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	644.07
8/02/2023	93135	AZILITY	IT SOFTWARE	988.90
8/02/2023	93367	B&B STREET SWEEPING	STREET SWEEPING SERVICE	1,568.63
22/02/2023	93831	B&B STREET SWEEPING	STREET SWEEPING SERVICE	59,276.98
8/02/2023	93251	BARBARA WEEKS	ART SALES	48.00
8/02/2023	93161	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES - BOVELL BILLBOARD POWER, BARNARD PARK HALYTECH	39,925.69
22/02/2023	93654	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	28,614.30
22/02/2023	93607	BATTERY ALL TYPES	BATTERY SUPPLIES	161.95
8/02/2023	93361	BAY SIGNS	SIGNAGE SERVICES	66.00
8/02/2023	93311	BB & MA DAY	ART SALES	119.00
8/02/2023	93144	BCP LIQUID WASTE	LIQUID WASTE SERVICES	841.01
22/02/2023	93642	BCP LIQUID WASTE	LIQUID WASTE SERVICES	257.88
8/02/2023	93226	BE INGRAM	CARPENTRY SERVICES	150.00
28/02/2023	93890	BEN WHITEHILL	STAFF REIMBURSEMENT	169.00
8/02/2023	93317	BERNINI STONE AND TILES PTY LTD	CIVIL CONSTRUCTION PRODUCTS - TRAVERTINE SALTWATER	51,102.15
22/02/2023	93738	BEVERLEY FERGUSSON	BJTP REFUND	58.00
22/02/2023	93863	BG&E PTY LTD	CONSULTANCY SERVICES	5,500.00
8/02/2023	93377	BIDFOOD	GLC KIOSK PURCHASES	101.74
8/02/2023	93280	BING TECHNOLOGIES PTY LTD	MAILING SERVICES	877.28
22/02/2023	93759	BING TECHNOLOGIES PTY LTD	MAILING SERVICES	205.79
22/02/2023	93729	BIO SOIL SOLUTIONS	LIQUID SOIL SOLUTIONS	220.00
8/02/2023	93156	BLUESTEEL ENTERPRISES PTY LTD	EMERGENCY RESPONSE EQUIPMENT	19,634.47
8/02/2023	93334	BOC LIMITED	GAS SERVICES	1,873.25
22/02/2023	93805	BOC LIMITED	GAS SERVICES	805.80
8/02/2023	93286	BRENDAN MURRAY	ART SALES	42.00
8/02/2023	93246	BRETT TITTERTON ELECTRICAL AND AIR CONDI	ELECTRICAL SERVICES	185.00
22/02/2023	93726	BRETT TITTERTON ELECTRICAL AND AIR CONDITIONING	ELECTRICAL SERVICES	14,334.24
22/02/2023	93619	BRIDGESTONE	TYRE SERVICES	1,483.22
22/02/2023	93765	BROAD CONSTRUCTION PTY LTD	CONSTRUCTION SERVICES - SALTWATER	738,438.42
8/02/2023	93395	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	922.90
22/02/2023	93859	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	1,778.81
22/02/2023	93753	BUILDING SUPPLIES AND HIRE	BUILDING SUPPLIES	319.99
22/02/2023	93665	BUNBURY AND BUSSELTION TOWING SERVICE	TOWING SERVICES	660.00
8/02/2023	93372	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	7,733.40
22/02/2023	93836	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	6,933.67
22/02/2023	93766	BUSINESS EVENTS PERTH	MEMBERSHIP BUSINESS TOURISM	200.00
22/02/2023	93698	BUSSELTION ADVANCED DRIVER TRAINING	DRIVER TRAINING	1,795.00
8/02/2023	93170	BUSSELTION AGRICULTURAL SERVICES (WA) PTY	RURAL SUPPLIES	1,116.55
22/02/2023	93666	BUSSELTION AGRICULTURAL SERVICES (WA) PTY	RURAL SUPPLIES	6,408.00
22/02/2023	93623	BUSSELTION BEARING SERVICES	BEARING SUPPLIES	3,234.99
22/02/2023	93838	BUSSELTION BITUMEN SERVICE	EARTHMOVING SERVICES - DNSLP CARPARK AND COURTS	52,097.19
8/02/2023	93270	BUSSELTION BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	735.74
22/02/2023	93754	BUSSELTION BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	656.91
22/02/2023	93845	BUSSELTION CHAMBER OF COMMERCE AND INDUSTRY	MEMBERSHIP	27,500.00
22/02/2023	93603	BUSSELTION HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	1,403.76
8/02/2023	93115	BUSSELTION LOCKSMITH	SECURITY SUPPLIES	2,540.45
22/02/2023	93617	BUSSELTION LOCKSMITH	SECURITY SUPPLIES	550.00
8/02/2023	93355	BUSSELTION MOTORS	VEHICLE PURCHASES / SERVICES / PARTS	2,372.75
22/02/2023	93818	BUSSELTION MOTORS	VEHICLE PURCHASES / SERVICES / PARTS	495.50
8/02/2023	93301	BUSSELTION MULTI SERVICE	ENGRAVING SERVICES	33.00
22/02/2023	93777	BUSSELTION PEST & WEED CONTROL	PEST CONTROL SERVICES	3,745.50
8/02/2023	93375	BUSSELTION REFRIGERATION & AIRCON	REFRIGERATION/AIR CONDITIONING SERVICES	8,338.00
22/02/2023	93839	BUSSELTION REFRIGERATION & AIRCON	REFRIGERATION/AIR CONDITIONING SERVICES	419.10
22/02/2023	93670	BUSSELTION REWINDS	PLANT PURCHASES/SERVICES / PARTS	252.49



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TRUST ACCOUNT PAYMENTS	EFT# 93422 - 93424	19,172.46
PAYROLL PAYMENTS	01.02.23 - 28.02.23	1,715,221.97
INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
		7,612,319.84

22/02/2023	93830	BUSSELTON SENIOR HIGH SCHOOL	DONATION	5,000.00
22/02/2023	93840	BUSSELTON STATE EMERGENCY SERVICE	PETTY CASH REIMBURSEMENT	430.49
8/02/2023	93163	BUSSELTON STOCKFEEDS & PET SUPPLIES	ANIMAL SUPPLIES	121.00
28/02/2023	93898	BUSSELTON TENNIS CLUB	GRANT AGREEMENTS	6,050.00
8/02/2023	93332	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	48,657.01
22/02/2023	93803	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	314.20
15/02/2023	93437	BUSSELTON WATER	WATER SERVICES	112.90
22/02/2023	93804	BUSSELTON WATER	WATER SERVICES	20,758.15
8/02/2023	93418	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	76.80
22/02/2023	93879	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	39.85
22/02/2023	93877	CAPEL TRANSPORT	COURIER SERVICES	279.28
22/02/2023	93847	CARBONE BROS PTY LTD	EARTHWORKS - AIRPORT	123,931.68
8/02/2023	93242	CAROL MULHEARN	ART SALES	112.00
8/02/2023	93209	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	23,954.99
22/02/2023	93700	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	44,305.26
22/02/2023	93798	CDL HBT SUN FOUR PTY LTD	ACCOMMODATION	169.15
8/02/2023	93373	CEMETERIES & CREMATORIA ASSOCIATION OF WA	MEMBERSHIP	85.00
8/02/2023	93239	CFC HOLDINGS PTY LTD	MACHINERY PARTS AND SERVICE	7,495.86
8/02/2023	93408	CHARLES BROADBENT	ART SALES	500.00
22/02/2023	93652	CHER SHACKLETON	BOND REFUND	200.00
8/02/2023	93207	CHOICECHEM	BITUMEN REMOVER	1,479.50
28/02/2023	93885	CHRIS SHEEDY PANEL & PAINT	PANEL REPAIRS & REPLACEMENT	500.00
8/02/2023	93245	CHRISTINE CRESSWELL	ART SALES	70.00
8/02/2023	93174	CHRISTINE SEATORY	ART SALES	12.60
8/02/2023	93380	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES	36,493.07
22/02/2023	93843	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES	1,454.39
15/02/2023	93439	CITY AND REGIONAL FUELS	FUEL SERVICES	3,109.65
9/02/2023	93094	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION	4,740.44
23/02/2023	93447	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION	4,290.44
9/02/2023	93089	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,692.18
23/02/2023	93442	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,692.18
9/02/2023	93090	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	174.00
23/02/2023	93443	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	174.00
9/02/2023	93096	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	196.00
22/02/2023	93449	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	194.00
8/02/2023	93131	CIVIL/STRUCTURAL CONSULTING PTY LTD	STRUCTURAL INSPECTIONS	4,554.00
8/02/2023	93167	CIVITEST PTY LTD SCOTTISH PACIFIC	SOIL COMPACTION TEST	1,144.00
22/02/2023	93662	CIVITEST PTY LTD SCOTTISH PACIFIC	SOIL COMPACTION TEST	2,887.50
8/02/2023	93335	CID EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	370.28
22/02/2023	93806	CID EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	792.50
22/02/2023	93794	CLAIRE J OSBORN	INSTALLATION JETTY RAILINGS	1,080.00
8/02/2023	93388	CLEANAWAY	WASTE MANAGEMENT SERVICES	112,674.21
22/02/2023	93852	CLEANAWAY	WASTE MANAGEMENT SERVICES	1,479.73
22/02/2023	93667	CLEANAWAY CO PTY LTD	CHEMICAL DISPOSAL SERVICES	920.00
8/02/2023	93351	CLEANAWAY OPERATIONS PTY LTD	MAINTENANCE PARTS WASHER	969.72
22/02/2023	93668	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	23,292.32
8/02/2023	93322	CLEARWATER LAKES AND PONDS	WATER TREATMENT PRODUCTS AND EQUIPMENT	1,743.69
22/02/2023	93860	COCA-COLA AMATIL	GLC KIOSK PURCHASES	1,500.63
8/02/2023	93146	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	726.60
22/02/2023	93646	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	1,216.30
28/02/2023	93886	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	523.50
15/02/2023	93425	COLIN CAMPBELL	ENGINEERING SERVICES	600.00
8/02/2023	93271	COMBINED METAL INDUSTRIES	STEEL PRODUCTS SUPPLIER	3,415.07
8/02/2023	93253	COME. GRAZE. SOUTHWEST	CATERING FOOD SERVICES	365.00
8/02/2023	93148	COMMERCIAL TURF SERVICES	LAWN MOWER MECHANICAL SERVICES	2,442.00
22/02/2023	93682	COMMON GROUND TRAILS	TRAIL BUILDERS	6,740.80
8/02/2023	93124	COMPLETE PORTABLES	PORTABLE TOILET HIRE	3,260.67
8/02/2023	93188	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER	1,020.70
22/02/2023	93647	CONNALKIT	PUBLIC ART & CONSULTING SERVICES	2,288.00
22/02/2023	93785	CONTATORE ENGINEERING PTY LTD	EARTHMOVING EQUIPMENT	26,147.00
8/02/2023	93171	CORSIGN WA PTY LTD	SINGAGE AND TRAFFIC ACCESSORIES	6,220.50
22/02/2023	93615	CR KENNEDY & COMPANY PTY LTD	SURVEY SERVICES	3,003.00
8/02/2023	93282	CR. MIKAYLA LOVE	COUNCILLOR PAYMENT	2,710.27
8/02/2023	93159	CR. P CARTER	COUNCILLOR PAYMENT	5,008.33
8/02/2023	93225	CR. SUSAN RICCELLI	COUNCILLOR PAYMENT	3,054.99
8/02/2023	93129	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES	11,375.60
22/02/2023	93632	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES	17,535.70
22/02/2023	93730	CREATIVE HEART COUNSELLING	ARTIST WORKSHOP	120.00
8/02/2023	93394	CROSS SECURITY SERVICES	SECURITY SERVICES	2,167.88
22/02/2023	93858	CROSS SECURITY SERVICES	SECURITY SERVICES	11,478.28
22/02/2023	93788	CROWN MELBOURNE LIMITED	ACCOMMODATION	1,175.00



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INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
		7,612,319.84

8/02/2023	93212	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS	4,272.52
22/02/2023	93703	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS	1,057.50
9/02/2023	93095	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS	1,448.94
23/02/2023	93448	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS	1,453.35
8/02/2023	93193	CURLY'S REMOVALS	FURNITURE TRANSPORT	895.00
8/02/2023	93290	D & K HEART	ART SALES	27.30
8/02/2023	93256	DANIEL FRITCHLEY	DRAFTING SERVICES	1,000.00
22/02/2023	93601	DATA 3 LIMITED	COMPUTER SOFTWARE SUPPLIER	1,446.03
8/02/2023	93336	DAVID GRAY & CO	GARBAGE BINS & PARTS SUPPLIER	366.23
8/02/2023	93260	DAVID LAW	REFUND DOG REGISTRATION	75.00
8/02/2023	93378	DAVID MILDWATERS ELECTRICAL	MAINTENANCE SERVICES	1,520.12
22/02/2023	93841	DAVID MILDWATERS ELECTRICAL	MAINTENANCE SERVICES	2,820.29
22/02/2023	93862	DEPARTMENT OF PREMIER & CABINET	ADVERTISING SERVICES	124.80
22/02/2023	93829	DEPARTMENT OF PRIMARY INDUSTRIES AND REG	AGRICULTURAL SERVICES	76.50
8/02/2023	93113	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	16.40
22/02/2023	93616	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	102.50
22/02/2023	93724	DEVLYN CONSTRUCTIONS PTY LTD	CONSTRUCTION SERVICES - GLC STORAGE EXPANSION	80,339.05
28/02/2023	93884	DG & DK HOLDEN	STAFF REIMBURSEMENT	87.20
22/02/2023	93731	DOOR HARDWARE SOLUTIONS	HARDWARE SUPPLIES	238.70
8/02/2023	93289	DOROTHY ROBINSON	ART SALES	172.40
22/02/2023	93679	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS	3,600.86
8/02/2023	93168	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	2,322.89
22/02/2023	93663	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	2,325.18
8/02/2023	93132	DR & NK JAMES	BUS CHARTER SERVICE	2,650.00
8/02/2023	93119	DS SADDLETON	ART SALES	35.70
22/02/2023	93849	DUNSBOROUGH & DISTRICTS PROGRESS ASSOC INC	EVENT SPONSORSHIP	7,500.00
22/02/2023	93651	DUNSBOROUGH COMMUNITY MEN'S SHED	2 X WASTE AND RECYCLE BINS	520.00
22/02/2023	93604	DUNSBOROUGH FOOTBALL CLUB	HIRE OF CLUBROOMS	4,154.00
8/02/2023	93137	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	338.65
22/02/2023	93636	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	129.95
8/02/2023	93385	DUNSBOROUGH RURAL SUPPLIES	RURAL SUPPLIES	176.00
22/02/2023	93855	DUXTON HOTEL	ACCOMMODATION	215.00
8/02/2023	93142	DYMOCKS BUSSELTON	LIBRARY RESOURCES	1,661.04
22/02/2023	93640	DYMOCKS BUSSELTON	LIBRARY RESOURCES	357.42
8/02/2023	93228	E & P CRONIN	COUNCILLOR PAYMENTS	3,054.99
22/02/2023	93812	EAGLE BAY VOLUNTEER BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	883.87
22/02/2023	93696	EARTH 2 OCEAN COMMUNICATIONS	COMMUNICATION SERVICES - RADIO REPAIRS	500.00
8/02/2023	93214	EARTH AND STONE WA	EARTHWORKS - LOWER VASSE RIVER AND QUEEN ELIZABETH AVE	126,978.13
22/02/2023	93707	EARTH AND STONE WA	LOWER VASSE SEDIMENT REMOVAL	21,380.70
22/02/2023	93728	EARTHSIDE ECO BUMS	CLOTH NAPPIES	77.00
8/02/2023	93162	ECHO FIELD PTY LTD T/AS SPRAYMOW SERVICES	MAINTENANCE SERVICES	30,634.80
22/02/2023	93655	ECHO FIELD PTY LTD T/AS SPRAYMOW SERVICES	MAINTENANCE SERVICES	29,516.13
8/02/2023	93333	ECOSYSTEMS SOLUTIONS	CONSULTANCY SERVICES	3,347.30
8/02/2023	93387	EDUCATIONAL ART SUPPLIES	ART EQUIPMENT SUPPLIES	466.24
8/02/2023	93150	EF DAY & SN WILLIAMS	MAINTENANCE SERVICES	2,500.00
22/02/2023	93648	EF DAY & SN WILLIAMS	MAINTENANCE SERVICES	5,185.00
22/02/2023	93732	EILIS K STEELE	SINGER/PERFORMER	500.00
8/02/2023	93197	EIS CONTROL PTY LTD	ELECTRICAL SERVICES	441.10
22/02/2023	93688	EIS CONTROL PTY LTD	ELECTRICAL SERVICES	8,801.25
8/02/2023	93227	EJ & KM COX	COUNCILLOR PAYMENTS	3,054.99
8/02/2023	93177	ELAMOORE NATURAL SOAPS & COSMETICS PTY LTD	ART SALES	29.40
15/02/2023	93430	ELECTRICAL HOME AIDS PTY LIMITED	ELECTRICAL GOODS	1,199.00
8/02/2023	93347	ELECTRICITY NETWORKS CORPORATION	ELECTRICAL SERVICES	6,600.00
22/02/2023	93752	ELEMENT ADVISORY PTY LTD	HERITAGE ADVICORY SERVICES	272.25
8/02/2023	93200	ELIZABETH BINT	ART SALES	21.00
8/02/2023	93099	ELLIOTTS FILTRATION	IRRIGATION & FILTRATION SERVICES	2,046.00
8/02/2023	93368	ELLIOTTS SMALL ENGINES	PLANT PURCHASES / SERVICES / PARTS	552.05
8/02/2023	93264	ELZA FOUCHE ARTIST	ART SALES	4.20
22/02/2023	93856	EMERGE OFFICE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING	242.24
22/02/2023	93778	EMERSON RAINE	STRATA LEVY FEES & WATER CONSUMPTION	972.00
8/02/2023	93123	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	1,901.04
22/02/2023	93629	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	2,143.04
22/02/2023	93737	ERROLL HORNE	BJTP REFUND	52.00
8/02/2023	93362	ESRI AUSTRALIA	SOFTWARE SERVICES	2,123.00
8/02/2023	93415	EUROPCAR WA	VEHICLE RENTAL SERVICES	1,513.51
8/02/2023	93241	FAIRTEL PTY LTD	TELECOMMUNICATION SERVICES	158.99
8/02/2023	93199	FASSOM PTY LTD	STATIONERY AND OFFICE SUPPLIES	190.14
22/02/2023	93717	FE TECHNOLOGIES PTY LTD	RFID EQUIPMENT	18.00
8/02/2023	93125	FIRE RESCUE SAFETY AUSTRALIA	FIRE SAFETY EQUIPMENT	5,093.16
8/02/2023	93235	FLAGS AND CANOPIES AUSTRALIA	FLAGS AND CANOPIES	527.12
8/02/2023	93327	FLIGHT STORE PTY LTD	RADIOS AND ACCESSORIES	3,323.10



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		7,612,319.84

8/02/2023	93398	FREEHILLS EFT ACCOUNT	LEGAL SERVICES	6,057.48
22/02/2023	93865	FREEHILLS EFT ACCOUNT	LEGAL SERVICES	1,547.04
22/02/2023	93786	FREMANTLE FOOTBALL CLUB	EVENT OPERATION SUPPORT	5,216.00
8/02/2023	93184	FRESH AS	REFRESHMENTS	235.90
22/02/2023	93676	FRESH AS	REFRESHMENTS	555.45
8/02/2023	93319	FRIENDS OF MEELUP REGIONAL PARK INCORP	TRAIL COUNTERS	444.58
8/02/2023	93191	FULLY PROMOTED PERTH CBD	DECORATED UNIFORMS AND PROMTIONAL ITEMS	4,492.40
22/02/2023	93609	FULTON HOGAN INDUSTRIES PTY LTD	MAINTENANCE SERVICES	790.63
22/02/2023	93747	G WICKS BUCK & W BUCK	BJTP REFUND	58.00
8/02/2023	93306	GARY LEE ELECTRICAL	ELECTRICAL SERVICES	15,123.46
22/02/2023	93783	GARY LEE ELECTRICAL	ELECTRICAL SERVICES	6,730.72
22/02/2023	93807	GEMI PTY LTD	MAINTENANCE SERVICES	2,073.50
22/02/2023	93741	GEMMA ADAMS	BJTP REFUND	423.00
22/02/2023	93769	GENERATORS AUSTRALIA PTY LTD	HIRE AND SALES OF EQUIPMENT	2,411.34
8/02/2023	93181	GEOBOX PTY LTD	VEHICLE CAMERAS	1,630.20
22/02/2023	93672	GEOBOX PTY LTD	VEHICLE CAMERAS	237.60
8/02/2023	93272	GEOGRAPHE BAY BREWING CO.	FOOD AND BEVERAGE	184.00
22/02/2023	93780	GEOGRAPHE BAY REMOVALS & STORAGE	STORAGE SERVICES	173.00
8/02/2023	93412	GEOGRAPHE BAY YACHT CLUB INC	FUNCTION CENTRE HIRE	5,500.00
8/02/2023	93397	GEOGRAPHE CAMPING AND TACKLE WORLD	OUTDOOR EQUIPMENT SUPPLIER	456.00
8/02/2023	93173	GEOGRAPHE COMMUNITY LANDCARE NURSERY	NURSERY SUPPLIES	107.50
8/02/2023	93349	GEOGRAPHE PETROLEUM	FUEL SERVICES	21,284.71
8/02/2023	93399	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	190.00
22/02/2023	93866	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	2,202.40
8/02/2023	93337	GEOGRAPHE TIMBER & HARDWARE	HARDWARE SUPPLIES	311.35
22/02/2023	93808	GEOGRAPHE TIMBER & HARDWARE	HARDWARE SUPPLIES	57.60
22/02/2023	93664	GEOGRAPHE UNDERGROUND SERVICES	UNDERGROUND SERVICES	12,265.00
8/02/2023	93300	GO TRANSIT MEDIA GROUP	ADVERTISING	1,177.25
22/02/2023	93644	GRANITE NETWORKS PTY LTD	IT SERVICES AND HARDWARE	3,806.00
8/02/2023	93103	GRANT HENLEY	COUNCILLOR PAYMENT	12,247.20
8/02/2023	93255	GT BRAKE & CLUTCH REPAIRS	VEHICLE SERVICES / PARTS	1,344.65
22/02/2023	93869	GUMPTION PTY LTD	ADVERTISING SERVICES	190.00
22/02/2023	93614	HALIFAX CRANE HIRE PTY LTD	CRANE HIRE	5,850.46
8/02/2023	93345	HANSON CONSTRUCTION MATERIALS PTY LTD	CONCRETE SERVICES	592.26
22/02/2023	93813	HANSON CONSTRUCTION MATERIALS PTY LTD	CONCRETE SERVICES	6,349.20
8/02/2023	93204	HARBECKS TRANSPORT	SAND AND GRAVEL SUPPLIES - SUGARLOAF RD	42,486.44
8/02/2023	93291	HARCHER PRESTIGE BUSSELTON	HOSPITALITY EQUIPMENT SUPPLIER	11,081.65
22/02/2023	93767	HARCHER PRESTIGE BUSSELTON	HOSPITALITY EQUIPMENT SUPPLIER	7,763.35
22/02/2023	93758	HARVEY NORMAN BUSSELTON	ELECTRICAL APPLIANCE SERVICES	718.00
8/02/2023	93210	HIFX LIMITED CLIENT SECURITY TRUST ACC	ELECTRONIC VISITOR MANAGEMENT SYSTEM	70.00
22/02/2023	93701	HIFX LIMITED CLIENT SECURITY TRUST ACC	ELECTRONIC VISITOR MANAGEMENT SYSTEM	70.00
8/02/2023	93419	HIP POCKET WORKWEAR	UNIFORMS & PROTECTIVE CLOTHING	485.29
22/02/2023	93880	HIP POCKET WORKWEAR	UNIFORMS & PROTECTIVE CLOTHING	3,071.30
22/02/2023	93782	HIRE A FENCE	TEMPORARY FENCING HIRE	300.00
8/02/2023	93346	HOLCIM	CONCRETE SERVICES	16.62
22/02/2023	93797	HOLIDAY INN WEST PERTH	ACCOMMODATION	634.00
8/02/2023	93195	HORIZON GYMNASTICS (WA) PTY LTD	GYMNASTIC SERVICES	840.00
22/02/2023	93695	ILLION AUSTRALIA PTY LTD	TENDER ADVERTISING AND MANAGEMENT	183.04
8/02/2023	93169	INNERSPACE COMMERCIAL INTERIORS	OFFICE FURNITURE	2,497.00
8/02/2023	93328	INSPIRATIONS PAINT DUNSBOROUGH	PAINT SUPPLIES	288.88
8/02/2023	93236	INSTANT PRODUCTS HIRE	PUBLIC ABULTIONS HIRE AND SALES	4,574.09
8/02/2023	93179	INSTITUTE OF BUILDING TECHNOLOGY WESTERN	EDUCATION AND TRAINING	168.70
22/02/2023	93671	INSTITUTE OF BUILDING TECHNOLOGY WESTERN	EDUCATION AND TRAINING	747.40
8/02/2023	93277	INTELLITRAC	GPS TRACKING DEVICES	561.00
8/02/2023	93278	IPEC PTY LTD	COURIER SERVICES	709.14
22/02/2023	93757	IPEC PTY LTD	COURIER SERVICES	250.92
22/02/2023	93837	IPWEA	MEMBERSHIP	3,080.00
8/02/2023	93379	IPWEA-WA	TRAINING SERVICES	330.00
22/02/2023	93842	IPWEA-WA	TRAINING SERVICES	330.00
22/02/2023	93850	JACK IN THE BOX CORPORATION PTY LTD	MARKETING SERVICES	6,715.50
8/02/2023	93259	JACK TAS	REFUND DOG REGISTRATION	150.00
22/02/2023	93735	JACOB GOONREY	REFUND DOG REGISTRATION	150.00
8/02/2023	93219	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	745.28
22/02/2023	93714	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	1,317.27
8/02/2023	93186	JAN ROBERTS	ART SALES	142.50
8/02/2023	93229	JASKO AIRPORT SERVICES	AIRPORT CONSULATANCY SERICES	20,740.00
22/02/2023	93810	JASON SIGNMAKERS	SIGNAGE SUPPLIES	170.30
8/02/2023	93223	JBS&G AUSTRALIA PTY LTD	CONSULTANCY SERVICES	2,293.50
8/02/2023	93187	JDM EARTHWORKS	PLANT FOR CELL 2 - DUNSBOROUGH WASTE	15,903.25
22/02/2023	93681	JDM EARTHWORKS	PLANT FOR CELL 2 - DUNSBOROUGH WASTE	21,037.50
8/02/2023	93176	JENNIFER BROWN	ART SALES	75.60



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TRUST ACCOUNT PAYMENTS	EFT# 93422 - 93424	19,172.46
PAYROLL PAYMENTS	01.02.23 - 28.02.23	1,715,221.97
INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
		7,612,319.84

8/02/2023	93217	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	1,033.00
22/02/2023	93712	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	903.00
8/02/2023	93143	JIMS FIRST	HARDWARE SUPPLIES	145.80
22/02/2023	93641	JIMS FIRST	HARDWARE SUPPLIES	368.10
9/02/2023	93091	JMW REAL ESTATE TRUST	T NOTTLE RENT	1,400.00
23/02/2023	93444	JMW REAL ESTATE TRUST	T NOTTLE RENT	1,400.00
22/02/2023	93709	JODIE GOLDRING	WORKSHOP FACILITATOR	750.00
8/02/2023	93279	JODIE RICHARDS	COUNCILLOR PAYMENT	3,054.99
28/02/2023	93900	JODY STOLP	STAFF REIMBURSEMENT	75.00
22/02/2023	93740	JOHN AND EDNA OVENS	BJTP REFUND	58.00
8/02/2023	93296	JOHN LOHF	ART SALES	63.20
8/02/2023	93155	JONES MARINE SERVICES SOUTHWEST	DIVING MAINTENANCE	1,650.00
15/02/2023	93436	JOSEPHINE TAYLOR	STAFF REIMBURSEMENT	1,500.00
8/02/2023	93215	JULIE GUTHRIDGE	ART SALES	113.40
8/02/2023	93325	JUPPS SOUTHWEST FLOORCOVERINGS	FLOOR COVERINGS	5,170.00
8/02/2023	93247	KAY MANOLAS	ART SALES	159.50
8/02/2023	93341	KD POWER	MAINTENANCE SERVICES	4,207.50
15/02/2023	93434	KEERYNA RURU	REFUND DOG REGISTRATION	150.00
8/02/2023	93151	KELLY'S AUDIO VISUAL SERVICES	ELECTRONIC SERVICES	380.00
8/02/2023	93326	KELTON PELL	ARTIST SERVICES	5,000.00
15/02/2023	93426	KERRY HILL ARCHITECTS	ARCHITECTURAL SERVICES - SALTWATER	38,152.51
22/02/2023	93674	KITCHEN TAKEOVERS	CATERING	612.50
8/02/2023	93303	LAND & WATER CONSULTING	AUDIT SERVICES	687.50
8/02/2023	93352	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	7,732.20
22/02/2023	93816	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	4,509.15
8/02/2023	93344	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	136.93
8/02/2023	93269	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	1,824.01
8/02/2023	93413	LE & OG ISBEL	ART SALES	125.60
22/02/2023	93792	LEADER PLUS	TEAM DEVELOPMENT PROGRAM	2,056.32
22/02/2023	93606	LEEUVIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES - WILDWOOD RD	65,436.94
22/02/2023	93864	LEEUVIN TRANSPORT	COURIER SERVICES	3,232.17
8/02/2023	93101	LEGALWISE SEMINARS PTY LTD	TRAINING SERVICES	925.00
8/02/2023	93139	LG CONNECT PTY LTD	TECHNICAL CONSULTING	618.75
8/02/2023	93211	LIVING MADLY PTY LTD	BAKERY CATERING	277.20
22/02/2023	93702	LIVING MADLY PTY LTD	BAKERY CATERING	100.00
8/02/2023	93232	LOCK AROUND THE CLOCK	SECURITY SERVICES	1,012.50
8/02/2023	93130	LOMAX MEDIA	ADVERTISING	610.50
8/02/2023	93152	LOTIX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	1,235.18
22/02/2023	93875	MAIA FINANCIAL	LEASING PAYMENTS	22,775.45
8/02/2023	93114	MAIN ROADS OPERATING	BRIDGE MAINTENANCE	25.00
8/02/2023	93358	MAJOR MOTORS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	629.20
22/02/2023	93822	MAJOR MOTORS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	372.48
8/02/2023	93297	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES	2,420.00
22/02/2023	93772	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES - SUGARLOAF RD AND QUEEN ELIZABETH AVE	145,423.41
22/02/2023	93851	MALCOLM THOMPSON PUMPS	PUMP SERVICES	390.50
22/02/2023	93793	MARAGERT RIVER DIESEL POWER	ENGINE PARTS	462.00
8/02/2023	93410	MARAGLAD HOLDINGS PTY LTD	FIRE CONTROL SERVICES	825.00
22/02/2023	93874	MARAGLAD HOLDINGS PTY LTD	FIRE CONTROL SERVICES	6,539.50
8/02/2023	93266	MARGARET GEARY	ART SALES	9.80
8/02/2023	93127	MARGARET PARKE	ART SALES	28.00
8/02/2023	93147	MARGARET RIVER BUSSELTON TOURISM ASSOC	CONTRIBUTION TOWARDS COSTS	53,105.22
22/02/2023	93634	MARGARET RIVER FENCING	MAINTENANCE SERVICES	3,795.00
22/02/2023	93649	MARKETFORCE PTY LTD	ADVERTISING SERVICES	1,892.36
8/02/2023	93254	MATT RILEY STUDIO	VIDEO EDITING AND CREATIONS	500.00
8/02/2023	93268	MAYDAY SERVICES	EQUIPMENT HIRE	10,395.00
23/02/2023	93440	MCGREGOR WJ & J	MANAGEMENT BUSSELTON JETTY TOURIST PARK	47,597.84
28/02/2023	93901	MCGREGOR WJ & J	MANAGEMENT BUSSELTON JETTY TOURIST PARK	47,597.84
8/02/2023	93122	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	2,605.21
22/02/2023	93625	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	299.75
22/02/2023	93605	MCMULLEN NOLAN GROUP PTY LTD	LAND SURVEYING SERVICES - GEO BAY COASTAL SURVEY	95,111.50
8/02/2023	93221	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	64.24
22/02/2023	93801	ME RAINY T/AS PK COURIERS	COURIER SERVICES	382.80
8/02/2023	93216	MECHANICAL PROJECT SERVICES	AIRCONDITIONING & REFRIGERATION SERVICES	445.50
22/02/2023	93711	MECHANICAL PROJECT SERVICES	AIRCONDITIONING & REFRIGERATION SERVICES	4,707.59
28/02/2023	93896	MELISSA PONTAGUE	STAFF REIMBURSEMENT	293.43
8/02/2023	93201	MICHAEL SHERRY PAINTING AND DECORATING	PAINTING SERVICES	4,180.00
8/02/2023	93299	MICKAZ NOMINEES	BBQ CLEANING	24,328.59
8/02/2023	93313	MIDNITE CLUB	NAUTICAL DRIVE FESTIVAL	1,250.00
22/02/2023	93736	MILA SIMPSON	REFUND DOG REGISTRATION	77.50
22/02/2023	93750	MJ & KE SMITH	CROSSOVER CONTRIBUTION	259.38



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		7,612,319.84

8/02/2023	93416	MJB INDUSTRIES	DRAINAGE SUPPLIES	6,657.20
22/02/2023	93876	MJB INDUSTRIES	DRAINAGE SUPPLIES	59,461.45
8/02/2023	93389	MODERN TEACHING AIDS PTY LTD	LIBRARY RESOURCES	24.15
22/02/2023	93853	MODERN TEACHING AIDS PTY LTD	LIBRARY RESOURCES	273.50
22/02/2023	93660	MOORE STEPHENS WA PTY LTD	RATE COMPARISON REPORT	550.00
22/02/2023	93631	MP & M EVERUSS	STAFF REIMBURSEMENT	50.00
8/02/2023	93128	MRCES WA PTY LTD	SECURITY SERVICES	363.00
8/02/2023	93240	MUIRS	VEHICLE MAINTENANCE	223.71
22/02/2023	93725	MUIRS	VEHICLE MAINTENANCE	1,689.48
8/02/2023	93134	NALDA HOSKINS DESIGN	ART SALES	252.00
8/02/2023	93233	NATURAL EDGE FRAMING & PHOTOGRAPHY	ART SALES	128.10
8/02/2023	93145	NATURALISTE GLASS BUSINESS TRANS ACC	GLASS REPAIRS AND MANUFACTURE	455.30
22/02/2023	93643	NATURALISTE GLASS BUSINESS TRANS ACC	GLASS REPAIRS AND MANUFACTURE	1,189.64
8/02/2023	93154	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	8,876.55
8/02/2023	93376	NATURALISTE STONE	MAINTENANCE & STONEMAN - DUNSBOROUGH TOWNSCAPE	28,660.50
15/02/2023	93429	NATURALISTE TURF	TURF MAINTENANCE SERVICES - FERTILISER AND WETTING AGENT TO OVALS	56,238.91
22/02/2023	93689	NATURALISTE TURF	TURF MAINTENANCE SERVICES	6,211.02
8/02/2023	93420	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILI	504.75
22/02/2023	93739	NEVILLE JONES	BJTP REFUND	119.14
8/02/2023	93205	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	26,389.42
28/02/2023	93895	NICHOLAS COOPER	STAFF REIMBURSEMENT	1,653.23
8/02/2023	93342	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	3,503.60
22/02/2023	93811	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	1,113.47
22/02/2023	93743	NICOLE POLA	BJTP REFUND	58.00
22/02/2023	93691	NIGHTLIFE MUSIC PTY LTD	MUSIC AND VIDEO SUBSCRIPTION SERVICES	413.92
8/02/2023	93111	NL & KE SEARLE	STAFF REIMBURSEMENT	95.00
28/02/2023	93883	NL & KE SEARLE	STAFF REIMBURSEMENT	95.00
22/02/2023	93718	OCR HOLDINGS PTY LTD	LIQUID WASTE REMOVAL	5,462.60
8/02/2023	93265	ODILE M M BELL	ART SALES	21.00
22/02/2023	93678	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	536.38
8/02/2023	93136	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	2,500.00
15/02/2023	93427	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	582.20
22/02/2023	93770	ORACLE CUSTOMER MANAGEMENT SOLUTIONS PTY	AFTER HOURS RECEPTION	1,752.45
8/02/2023	93117	ORANA CINEMAS BUSSELTON	ADVERTISING SERVICES	210.00
8/02/2023	93267	PARISH OF BUSSELTON BAY LIFE OP SHOP	SALE OF RAG BAGS	150.00
8/02/2023	93400	PARKS AND LEISURE AUST (NATIONAL)	PLAYGROUND EQUIPMENT SERVICES	242.00
22/02/2023	93868	PARKS AND LEISURE AUST (NATIONAL)	PLAYGROUND EQUIPMENT SERVICES	297.00
22/02/2023	93706	PATRICK MARSHALL	STAFF REIMBURSEMENT	119.96
15/02/2023	93431	PAUL SHERIDAN	STAFF REIMBURSEMENT	1,155.00
8/02/2023	93353	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	1,103.90
22/02/2023	93608	PEOPLESense PTY LTD	EMPLOYEE ASSISTANCE PROGRAM	3,366.00
8/02/2023	93105	PERTH ENERGY PTY LTD	ELECTRICITY SUPPLIER	956.36
22/02/2023	93744	PETA MANNERS	BJTP REFUND	58.00
22/02/2023	93746	PETE & ORLA WILLING	BJTP REFUND	148.00
8/02/2023	93252	PETER EVANS	ART SALES	56.00
22/02/2023	93881	PFDF FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	1,169.05
8/02/2023	93104	PHIL HOLLETT PHOTOGRAPHY	ART SALES	26.95
8/02/2023	93323	PHIL THOMSON	WRITING AND DIRECTING SERVICE	5,000.00
8/02/2023	93108	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	3,778.48
22/02/2023	93612	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	198.00
8/02/2023	93263	PJ DOHNT & SR TROY	ART SALES	4.90
22/02/2023	93789	PLACE SCORE PTY LTD	AUSTRALIAN LIVEABILITY CENSUS	4,950.00
8/02/2023	93405	PLANNING INSTITUTE OF AUSTRALIA INC	TRAINING SERVICES	360.00
22/02/2023	93871	PLANNING INSTITUTE OF AUSTRALIA INC	TRAINING SERVICES	920.00
8/02/2023	93206	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	478.50
22/02/2023	93697	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	1,318.50
8/02/2023	93149	PREFERRED TRAINING NETWORKS	PROFESSIONAL DEVELOPMENT TRAINING	5,170.00
8/02/2023	93116	PRIME INDUSTRIAL PRODUCTS PTY LTD	SAFETY EQUIPMENT	978.78
8/02/2023	93107	PRIME MEDIA GROUP	ADVERTISING SERVICES	928.40
22/02/2023	93611	PRIME MEDIA GROUP	ADVERTISING SERVICES	474.10
22/02/2023	93773	PRO-AM AUSTRALIA	AQUATIC GOODS	85.03
8/02/2023	93294	PROGRAMMED PROPERTY SERVICES	MAINTENANCE SERVICES	858.00
22/02/2023	93768	PROGRAMMED PROPERTY SERVICES	MAINTENANCE SERVICES	858.00
8/02/2023	93203	PROJECT MILES TRUST	REPAIRS AND MAINTENANCE	5,384.50
22/02/2023	93692	PROJECT MILES TRUST	REPAIRS AND MAINTENANCE	6,400.90
8/02/2023	93302	PROJEX PARTNERS PTY LTD	CONSULTING SERVICES	1,031.25
8/02/2023	93164	PVR INDUSTRIAL PTY LTD	INDUSTRIAL PUMP REPAIRS	14,916.99
22/02/2023	93657	PVR INDUSTRIAL PTY LTD	INDUSTRIAL PUMP REPAIRS	7,683.33
22/02/2023	93751	R11 TECHNOLOGY	COMPUTER PRODUCTS	447.57
22/02/2023	93720	RACKMART PTY LTD	PLASTIC LOCKERS	467.50



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8/02/2023	93320	RADIANCE NETWORK SOUTHWEST INC	RADIANCE NETWORK SYMPOSIUM	3,828.00
8/02/2023	93312	RED OHMS PTY LTD	ASSESSMENT OF SMALL PLANT VIBRATIONS	4,678.41
22/02/2023	93775	REGIONAL PROJECTS WA PTY LTD	PROJECT MANAGEMENT & CONSTRUCTION SUPERV	1,848.00
22/02/2023	93748	RENEE DOWLING-PETERS	BJTP REFUND	268.00
8/02/2023	93249	RENSKIE DOUGLAS	ART SALES	140.00
22/02/2023	93760	RENTFIND TECHNOLOGIES PTY LTD	PROPERTY INSPECTION SOFTWARE	121.00
8/02/2023	93360	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	572.00
22/02/2023	93824	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	1,730.84
8/02/2023	93407	RMS (AUST)P/L	SOFTWARE SERVICES	66.00
22/02/2023	93873	RMS (AUST)P/L	SOFTWARE SERVICES	98.73
8/02/2023	93166	ROBERT'S TILT TRAY & HIAB SERVICE	FREIGHT	1,512.50
8/02/2023	93414	ROBYN PAICE	ENVIRONMENTAL SERVICES	616.00
22/02/2023	93781	RODNEY WALTER AND DEBORAH WALTER	ILLUSTRATION AND DESIGN SERVICES	435.00
8/02/2023	93356	RODS AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	1,422.15
22/02/2023	93820	RODS AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	330.61
22/02/2023	93795	ROGUE AUSTRALIA	GYM EQUIPMENT	2,085.00
8/02/2023	93157	ROSS PAINE	COUNCILLOR PAYMENT	3,054.99
8/02/2023	93374	ROTARY CLUB OF BUSSELTION	SPONSORSHIP / ADVERTISING	42.00
8/02/2023	93257	ROWEN MEAD	BAND PERFORMANCE	1,500.00
8/02/2023	93343	ROYAL LIFE SAVING SOCIETY - AUSTRALIA	TRAINING SERVICES	308.00
8/02/2023	93172	RUTH BROOKS	ART SALES	4.80
8/02/2023	93250	S & S WALKER	ART SALES	35.60
22/02/2023	93867	SAFE & SURE SECURITY PTY LTD	SECURITY SERVICES - ALARM OCCURANCE	572.00
22/02/2023	93637	SAFETY INSTITUTE OF AUSTRALIA	MEMBERSHIP	253.00
22/02/2023	93658	SAFETY WORLD PTY LTD	SAFETY PRODUCTS	140.80
22/02/2023	93723	SAI GLOBAL LTD	AUST STANDARDS PUBLICATIONS	2,841.64
8/02/2023	93307	SALLY EDMONDS ART	ART SALES	134.40
8/02/2023	93308	SANPOINT PTY LTD	LANDSCAPING SERVICES	1,517.37
8/02/2023	93402	SANPOINT PTY LTD	LANDSCAPING SERVICES	13,497.19
8/02/2023	93190	SARAH'S PLACE	HOMEWARE RETAILER	250.00
8/02/2023	93158	SCHREDER AUSTRALIA PTY LTD	OUTDOOR LIGHTING - VASSE SPORTS LIGHTS	78,650.00
22/02/2023	93630	SCOPE BUSINESS IMAGING	ELECTRONIC EQUIPMENT	19,583.55
15/02/2023	93435	SCOTT PEARCE	SINGING PERFORMANCE	750.00
22/02/2023	93686	SECUREPAY PTY LTD	PAYMENT GATEWAY	1,540.00
8/02/2023	93180	SECURUS	SECURITY SYSTEMS SUPPLY AND MONITORING	644.00
8/02/2023	93287	SEEK LIMITED	ADVERTISING SERVICES	1,556.50
22/02/2023	93763	SEEK LIMITED	ADVERTISING SERVICES	1,028.50
8/02/2023	93138	SERVICES AUSTRALIA OFFICIAL DEPARTMENT	CHARGES FOR CENTREPAY FACILITY	152.46
22/02/2023	93638	SERVICES AUSTRALIA OFFICIAL DEPARTMENT	CHARGES FOR CENTREPAY FACILITY	132.66
22/02/2023	93776	SHARON CUSTERS	STAFF REIMBURSEMENT	109.62
8/02/2023	93293	SHARON HINCHLIFFE	ART SALES	14.70
8/02/2023	93411	SHARON WILLIAMS	ART SALES	74.40
15/02/2023	93428	SHERRI DANIELS	ENTERTAINER	340.00
8/02/2023	93330	SHIRE OF AUGUSTA MARGARET RIVER	LSL ACCRUAL REIMBURSEMENT	2,612.50
15/02/2023	93433	SHONTELLE BOWMAN	REFUND DOG REGISTRATION	100.00
8/02/2023	93417	SHORE COASTAL	COASTAL CONSULTANCY SERVICES	16,802.50
22/02/2023	93878	SHORE COASTAL	COASTAL CONSULTANCY SERVICES	12,386.00
8/02/2023	93284	SHOREWATER MARINE PTY LTD	MARINE ASSET MAINTENANCE	13,838.33
22/02/2023	93761	SHOREWATER MARINE PTY LTD	MARINE ASSET MAINTENANCE	57,677.45
8/02/2023	93381	SIGMA CHEMICALS	CHEMICAL SUPPLIER	281.60
22/02/2023	93779	SIGNS & LINES	DIGITAL ENTRY STATEMENT BILLBOARD	1,100.00
8/02/2023	93310	SIMON HARRISON	ART SALES	116.00
8/02/2023	93305	SIMONE GANDOSSINI	ART SALES	96.00
22/02/2023	93719	SKIDATA AUSTRALASIA PTY LTD	CARPARK EQUIPMENT	2,380.40
9/02/2023	93088	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	15,847.28
23/02/2023	93441	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	17,877.28
22/02/2023	93710	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	488.76
8/02/2023	93230	SMITHS DETECTION (AUSTRALIA) PTY LTD	SCREENING EQUIPMENT SUPPLY & MAINTENANCE	352.00
8/02/2023	93315	SOFIA WATT	VOCAL PERFORMANCE	400.00
8/02/2023	93314	SOILS AINT SOILS	NURSERY SUPPLIES	910.10
22/02/2023	93787	SOILS AINT SOILS	NURSERY SUPPLIES	49.40
22/02/2023	93745	SONIA CALDWELL	BJTP REFUND	121.50
8/02/2023	93243	SOS OFFICE EQUIPMENT	OFFICE EQUIPMENT SERVICES	1,718.97
22/02/2023	93749	SOUTH WEST COMMUNITY LEGAL CENTRE INC	REFUND OF OVERPAYMENT	108.00
8/02/2023	93391	SOUTH WEST CYCLES	CYCLE SUPPLIER	30.00
22/02/2023	93854	SOUTH WEST CYCLES	CYCLE SUPPLIER	15.00
8/02/2023	93288	SOUTH WEST IRRIGATION MANAGEMENT SOLUTIONS	IRRIGATION AND PROJECT MANAGEMENT	808.50
22/02/2023	93764	SOUTH WEST IRRIGATION MANAGEMENT SOLUTIONS	IRRIGATION AND PROJECT MANAGEMENT	808.50
8/02/2023	93348	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	1,660.78
22/02/2023	93815	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	621.17
8/02/2023	93208	SOUTH WEST OFFICE NATIONAL	STATIONERY	2,556.01



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CHEQUE PAYMENTS	119578 - 119610	76,762.11
ELECTRONIC FUNDS TRANSFER PAYMENTS	93088 - 93421 and 93425 - 93901	5,623,437.60
TRUST ACCOUNT PAYMENTS	EFT# 93422 - 93424	19,172.46
PAYROLL PAYMENTS	01.02.23 - 28.02.23	1,715,221.97
INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
		7,612,319.84

22/02/2023	93699	SOUTH WEST OFFICE NATIONAL	STATIONERY	764.49
22/02/2023	93708	SOUTH WEST SAND CLEANING	SAND CLEANING OF SAND PITS	3,703.70
22/02/2023	93814	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	386.60
22/02/2023	93635	SOUTH WEST WINDSCREENS & TINT	WINDSCREENS & TINTING	2,195.30
8/02/2023	93182	SOUTHERN ATU SERVICES PTY LTD	WASTE MANAGEMENT SERVICES	880.00
22/02/2023	93673	SOUTHERN ATU SERVICES PTY LTD	WASTE MANAGEMENT SERVICES	1,311.20
8/02/2023	93338	SOUTHERN LOCK AND SECURITY	SECURITY SERVICES	704.88
22/02/2023	93809	SOUTHERN LOCK AND SECURITY	SECURITY SERVICES	63.25
8/02/2023	93383	SOUTHERN MACHINING & MAINTENANCE	PLANT MAINTENANCE SERVICES	110.00
8/02/2023	93309	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	12,042.40
22/02/2023	93784	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	8,432.95
22/02/2023	93675	SPICE ODYSSEY	CATERING	504.00
8/02/2023	93153	SPORTFIRST BUSSELTON	SPORTING PRODUCTS	1,206.70
22/02/2023	93848	SPORTS TURF TECHNOLOGY	SPORT EQUIPMENT SUPPLIER	6,600.00
22/02/2023	93802	SPOTLIGHT PTY LTD	VACATION CARE SUPPLIES	123.30
8/02/2023	93118	ST JOHN AMBULANCE	TRAINING SERVICES	160.00
22/02/2023	93618	ST JOHN AMBULANCE	TRAINING SERVICES	212.37
8/02/2023	93238	STANTEC AUSTRALIA PTY LTD	ENGINEERING SERVICES	1,045.00
8/02/2023	93273	STATEWIDE DOORS	MAINTENANCE SERVICES	3,390.00
22/02/2023	93694	STEPHANIE JANSEN	MUSICAL ENTERTAINMENT	400.00
8/02/2023	93331	STEWART & HEATON CLOTHING	PROTECTIVE CLOTHING SUPPLIER	2,197.12
22/02/2023	93800	STEWART & HEATON CLOTHING	PROTECTIVE CLOTHING SUPPLIER	567.46
8/02/2023	93401	STRATAGREEN	NURSERY SUPPLIES	962.86
8/02/2023	93281	STUART ST CLAIR & ANNE RYAN	COUNCILLOR PAYMENT	3,054.99
8/02/2023	93244	SUNFLOWERS FARM	VACATION CARE EXCURSION	1,740.00
8/02/2023	93097	SUPERCHOICE	SUPERANNUATION	189,771.66
22/02/2023	93450	SUPERCHOICE	SUPERANNUATION	189,013.66
8/02/2023	93126	SURFING WESTERN AUSTRALIA	EVENT ORGANISATION	11,000.00
8/02/2023	93175	SW ENVIRONMENTAL	ENVIRONMENTAL SERVICES	4,625.50
8/02/2023	93357	SW PRECISION PRINT	PRINTING SERVICES	1,487.00
22/02/2023	93821	SW PRECISION PRINT	PRINTING SERVICES	2,364.00
8/02/2023	93196	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	305.25
22/02/2023	93687	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	177.38
28/02/2023	93891	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	226.88
8/02/2023	93404	SWIMMING WA	GRANT AGREEMENT	22,000.00
22/02/2023	93870	SWIMMING WA	GRANT AGREEMENT	17,600.00
22/02/2023	93704	SYNERGY	ELECTRICITY SUPPLIES	95,142.62
28/02/2023	93892	SYNERGY	ELECTRICITY SUPPLIES	51,111.05
8/02/2023	93409	TA & VM MAZEY	ART SALES	31.50
22/02/2023	93645	TECHNOGYM AUSTRALIA PTY LTD	FITNESS EQUIPMENT	2,236.93
8/02/2023	93350	TELSTRA CORPORATION	COMMUNICATION SERVICES	11,054.32
28/02/2023	93897	TELSTRA LIMITED	COMMUNICATION SERVICES	5,970.03
8/02/2023	93304	TERRA FIRMA LABORATORIES	CONCRETE, SOIL AND GEOSYNTHETIC TESTING	3,303.30
8/02/2023	93106	THAT GUY'S RECYCLING PTY LTD	RECYCLING E-WASTE SERVICES	1,398.54
8/02/2023	93183	THE AUSCAM FAMILY TRUST T/A SOUND PRO	EQUIPMENT HIRE	2,024.00
8/02/2023	93133	THE CREATIVE CORNER INC	FESTIVAL SPONSORSHIP	3,410.00
8/02/2023	93102	THE GOOD GUYS BUSSELTON	ELECTRICAL SUPPLIES	499.00
8/02/2023	93318	THE MARGARET RIVER NATURAL SPRING WATER	BOTTLED WATER	495.00
8/02/2023	93165	THE TRUSTEE FOR PIGGOTT FAMILY TRUST	EARTHWORK SERVICES	27,102.76
22/02/2023	93716	THINK WATER DUNSBOROUGH	RETICULATION SERVICES	1,793.00
28/02/2023	93893	THINK WATER DUNSBOROUGH	RETICULATION SERVICES	460.00
8/02/2023	93231	THOMAS ECKERT	CARPENTRY WORK	2,299.00
22/02/2023	93721	THOMAS ECKERT	CARPENTRY WORK	2,299.00
8/02/2023	93262	THOMAS SUMMERS	DONATION	500.00
8/02/2023	93316	THP PLUMBING SOLUTIONS	PLUMBING AND GAS FITTINGS	139.50
15/02/2023	93432	TIACS PTY LTD	WORK WEAR PPE	242.54
22/02/2023	93791	TIFFANY BOON	CLEANING SERVICES	165.75
8/02/2023	93276	TIM WILSON CARPENTRY	CARPENTRY SERVICES	2,335.90
22/02/2023	93756	TIM WILSON CARPENTRY	CARPENTRY SERVICES	677.60
22/02/2023	93610	TINT A CAR BUSSELTON	MAINTENANCE SERVICES	360.00
8/02/2023	93340	TJ DEPIAZZI AND SONS	LAWN SUPPLIES	18,390.90
22/02/2023	93790	TMR CONSTRUCTION AND MAINTENANCE	CONSTRUCTION AND MAINTENANCE SERVICES	12,735.37
22/02/2023	93734	TONYA WAKEHAM	REFUND DOG REGISTRATION	30.00
8/02/2023	93370	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	19,272.88
22/02/2023	93834	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	5,009.07
8/02/2023	93403	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	44,722.41
14/02/2023	93421	T-QUIP	MOWER PARTS & SERVICE	143.35
22/02/2023	93882	T-QUIP	MOWER PARTS & SERVICE	3,369.10
8/02/2023	93406	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	220.00
22/02/2023	93872	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	8,007.60
22/02/2023	93622	TRANEN PTY LTD	VEGETATION REPORT- WEED CONTROL	36,398.68



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8/02/2023	93339	TREVORS CARPETS BUSSELTON	FLOOR COVERING SERVICE	2,400.00
22/02/2023	93650	TROPHIES ON TIME	NAME BADGE SUPPLIER	275.00
8/02/2023	93178	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	3,954.74
28/02/2023	93888	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	16,720.06
8/02/2023	93234	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	195.12
22/02/2023	93722	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	729.21
8/02/2023	93285	TUSNO PTY LTD	CIVIL & TRAFFIC ENGINEERING CONSULTANCY	1,760.00
22/02/2023	93762	TUSNO PTY LTD	CIVIL & TRAFFIC ENGINEERING CONSULTANCY	220.00
8/02/2023	93283	TUTT BRYANT HIRE	WORKSHOP SUPPLIES	3,679.76
8/02/2023	93298	UNITING GLOBAL PTY LTD	CLEANING AND MAINTENANCE SERVICES	105,218.08
22/02/2023	93659	VALSPAR PAINT	PAINTING SUPPLIES	633.22
8/02/2023	93393	VEOLIA RECYCLING & RECOVERY PTY LTD	WASTE MANAGEMENT SERVICES	3,560.26
22/02/2023	93857	VEOLIA RECYCLING & RECOVERY PTY LTD	WASTE MANAGEMENT SERVICES	1,307.68
8/02/2023	93140	VISAGE PRODUCTIONS	GRANT - OUR TOWN ADVERTISING	19,250.00
8/02/2023	93110	VOIDED	LANDSCAPE ARCHITECTURAL SERVICES	-
8/02/2023	93261	VOIDED	VOIDED	-
8/02/2023	93365	VOIDED	VOIDED	-
22/02/2023	93451-93600	VOIDED	93451 - 93600	-
22/02/2023	93628	VORGE PTY LTD	GYM GOODS	1,656.60
22/02/2023	93828	W.A. HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	389.19
22/02/2023	93633	WA NEWSPAPERS LIMITED	ADVERTISING SERVICES	3,057.80
9/02/2023	93093	WA SHIRE COUNCILS	UNION FEES	218.50
23/02/2023	93446	WA SHIRE COUNCILS	UNION FEES	218.50
8/02/2023	93100	WALGA	WALGA TRAINING SERVICES	3,696.00
22/02/2023	93602	WALGA	WALGA TRAINING SERVICES	440.00
28/02/2023	93887	WALGA ATF LGISWA	WORKER COMPENSATION SERVICES	2,377.11
22/02/2023	93846	WASTE MANAGEMENT AND RESCOVERY ASSOC	WASTE MANAGEMENT SERVICES	541.00
8/02/2023	93141	WAVES ENVIRONMENTAL PTY LTD	BUSSELTON GROUNDWATER INVESTIGATION	12,913.48
8/02/2023	93324	WAYNE FREER	MUSICAL DIRECTORS SERVICES	5,000.00
22/02/2023	93693	WE ARE FEEL GOOD AUSTRALIA PTY LTD	SUNSCREEN	2,562.00
8/02/2023	93329	WELLTECH TOTAL WATER MANAGEMENT	WATER TOWER HIRE	6,820.00
22/02/2023	93733	WENDY OSTIGH	GLC REFUNDS	443.75
8/02/2023	93359	WESFARMERS - BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	1,571.57
22/02/2023	93823	WESFARMERS - BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	501.49
8/02/2023	93371	WESFARMERS KHG	GAS SERVICES	2,117.23
22/02/2023	93835	WESFARMERS KHG	GAS SERVICES	2,014.69
8/02/2023	93274	WEST COAST WASTE	SKIP BIN HIRE	2,695.00
8/02/2023	93364	WEST OZ LINEMARKING	LINE MARKING SERVICES	1,650.00
22/02/2023	93826	WEST OZ LINEMARKING	LINE MARKING SERVICES	11,471.35
22/02/2023	93705	WESTBOOKS	LIBRARY RESOURCES	482.52
8/02/2023	93248	WESTERN GROWERS FRESH	CATERING	180.00
22/02/2023	93727	WESTERN GROWERS FRESH	CATERING	516.00
22/02/2023	93796	WESTERN HERITAGE STONEMASONS	MAINTENANCE SERVICES - OLD COURT HOUSE AND CELLS	19,646.00
8/02/2023	93160	WESTERN IRRIGATION PTY LTD	BORE AND IRRIGATION SERVICES	6,600.00
8/02/2023	93366	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	112.41
22/02/2023	93827	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	1,350.20
8/02/2023	93295	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	660.00
22/02/2023	93771	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	165.00
22/02/2023	93620	WILLIAM WEBB	CULTURAL AWARENESS / WELCOME TO COUNTRY	5,233.41
8/02/2023	93354	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	204.06
22/02/2023	93817	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	64.99
22/02/2023	93621	WIZID PTY LTD	POOL ENTRY WRISTBANDS	420.20
8/02/2023	93396	WML CONSULTANTS PTY LTD	CONSULTANCY SERVICES - PAVEMENT TESTING ACTON PARK RD, STRELLY ST, COMMONAGE RD	54,186.00
22/02/2023	93861	WML CONSULTANTS PTY LTD	CONSULTANCY SERVICES	517.00
8/02/2023	93213	WOLFCOM AUSTRALIA PTY LTD	RANGER BODY WORN CAMERAS	547.50
8/02/2023	93292	WOOD AUSTRALIA PTY LTD	ENGINEERING CONSULTANCY SERVICES	630.63
8/02/2023	93121	WOODLANDS DISTRIBUTORS & AGENCIES PTY LT	STREETSCAPE FURNITURE	5,856.84
8/02/2023	93369	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	2,715.00
22/02/2023	93832	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	3,284.00
8/02/2023	93392	WREN OIL	WASTE OIL SERVICES	16.50
8/02/2023	93382	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	682.71
15/02/2023	93438	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	495.50
22/02/2023	93844	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	873.78
28/02/2023	93899	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	1,055.15
22/02/2023	93656	YAHAVA KOFFEE WORKS WHOLESALE	CATERING	730.00
8/02/2023	93386	YOUTHCARE	SCHOOL CHAPLAINCY GRANT	44,000.00
8/02/2023	93321	ZONE 50 ENGINEERING SURVEYS PTY LTD	SURVEYING SERVICES	6,138.00
				5,623,437.60

TRUST PAYMENTS FEBRUARY 2023



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PAYROLL PAYMENTS	01.02.23 - 28.02.23	1,715,221.97
INTERNAL PAYMENT VOUCHERS	DD# 5185 - 5220	177,725.70
		7,612,319.84

DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
15/02/2023	93424	BUILDING & CONSTRUCTION INDUSTRY TRAINING	CTF LEVY	1,685.08
14/02/2023	93423	CITY OF BUSSELTON - EFT	INTERNAL PAYMENTS / COMMISSIONS	434.50
14/02/2023	93422	DEPARTMENT OF MINES, INDUSTRY REGULATION	BUILDING SERVICES LEVY	17,052.88
				19,172.46

INTERNAL PAYMENT VOUCHERS (DIRECT DEBITS) FEBRUARY 2023				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
24/02/2023	5215	ALCHEMY SAUNAS	REFUND OF APPLICATION	129.00
31/01/2023	5202	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL SERVICES	116,944.12
1/02/2023	5192	ANZ BANK	BANK FEES	9,654.59
13/02/2023	5200	ANZ BANK	BANK FEES	15.00
17/02/2023	5206	ANZ BANK	BANK FEES	932.30
17/02/2023	5207	ANZ BANK	BANK FEES	296.89
17/02/2023	5208	ANZ BANK	BANK FEES	266.04
17/02/2023	5209	ANZ BANK	BANK FEES	4,809.51
8/02/2023	5219	ANZ BANK	CREDIT CARD PAYMENTS	11,413.79
		GEOBAY BUTCHERING CM BUSSELTON	CATERING-DEPOT CHRISMAS FUNCTION	381.23
		WESTERN GROWERS F BUSSELTON	STAFF FAREWELL CATERING . R WILDSCHUT	199.00
		DAN MURPHY'S	STAFF FAREWELL GIFT . R WILDSCHUT	100.00
		Apple iCloud STORAGE	iCLOUD STORAGE -O.DARBY	4.49
		THE SALVATION ARMY MELBOURNE	DONATION OF FAREWELL GIFT. M.RIORDAN	100.00
		SMART CONNECTION CONS	NATIONAL SPORTS & PHYSICAL ACTIVITY CONFERENCE 2023	1,273.75
		JETSTAR - FLIGHTS	FLIGHTS TO MELBOURNE FOR CONFERENCE ATTANDANCE -D.GOODWIN	475.80
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	122.95
		PAN PACIFIC MELBOURNE	ACCOMMODATION-CONFERENCE ATTANDANCE -D.GOODWIN	698.63
		SENDGRID	EMAIL PROGRAM FOR CUSTOMER RETENTION AND CONTACT-GLC	30.58
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	103.94
		MAILCHIMP-ELECTRONIC MARKETING	LIBRARY NEWSLETTER AND MARKETING	114.57
		MERCURE HOTEL PERTH	PARKING -M. PONTAGUE	45.50
		MESSAGEMEDIA	GLC - CUSTOMER RETENTION AND CONTACT SYSTEM	27.50
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	107.93
		FACEBOOK ADVERTISING	JANUARY PROGRAM	39.79
		SPOTIFY	MUSIC FOR YOUTH SERVICES EVENTS	18.99
		MAILCHIMP -ARTGEO	ELECTRONIC MARKETING -ARTGEO	102.59
		CASA FEE	DRONE REGISTRATION	40.00
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	101.91
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	100.96
		WEST AUSTRALIAN	DIGITAL SUBSCRIPTION	28.00
		MAILCHIMP	ELECTRONIC NEWSLETTER PR	482.86
		VIRGIN AUSTRALIA -PER- CBR	ATTENDANCE AT RCA NATION DELEGATION MEEETING- T. NOTTLE	1,086.42
		VIRGIN AUSTRALIA -PER- CBR	ATTENDANCE AT RCA NATION DELEGATION MEEETING- MAYOR G. HENLEY	1,086.42
		VIRGIN AUSTRALIA -PER- CBR	CREDIT CARD SURCHARGE ATTENDANCE AT RCA NATION DELEGATION MEEETING- T. NOTTLE	10.54
		VIRGIN AUSTRALIA -PER- CBR	CREDIT CARD SURCHARGE ATTENDANCE AT RCA NATION DELEGATION MEEETING- MAYOR G. HENLEY	10.54
		COLES EXPRESS	FUEL- CEO VEHICLE	151.30
		FAWNA DONATION	DONATION OF FOOD COSTS-CYGENT RESCUE & FAWNA 2023 CALENDAR	230.00
		WEST AUSTRALIAN	DIGITAL SUBSCRIPTION	28.00
		DEPUTY	DEPUTY ROSTERING SYSTEM GLC	595.27
		ORACLE	DYNAMIC DNS PRO -5 YEAR SUBSCRIPTION	297.37
		ZOOM	MONTHLY SUBSCRIPTION	129.72
		LINDY AUSTRALIA PTY LTD	USB BLOCKERS	125.85
		AMAZON	IT HARDWARE	34.94
		BUSSELTON TELEPHONES	AUDIO LEADS AND ADAPTERS	14.95
		THE PAR 3 BUSSELTON	COUNCIL CHRISTMAS FUNCTION	2,911.50
17/02/2023	5204	B EVANS	REFUND OF ANIMAL TRAP BOND	100.00
6/02/2023	5189	BIRCH	REFUND OF ANIMAL TRAP BOND	100.00
1/02/2023	5187	BROTHERTON	REFUND OF ANIMAL TRAP BOND	100.00
21/02/2023	5211	C DAVIES	REFUND OF RATE OVERPAYMENT	368.00
15/02/2023	5201	C ZENCICH	REFUND OF HEALTH LICENSE	262.00
10/02/2023	5196	CALENERGY RESOURCES	REFUND OF RATE OVERPAYMENT	1,429.86
17/02/2023	5205	COMMONWEALTH BANK	BANK FEES	81.20
3/02/2023	5218	COMMONWEALTH BANK	BANK FEES	1,278.91
6/02/2023	5189	COSGROVE	REFUND OF ANIMAL TRAP BOND	100.00
8/02/2023	5193	CR. MIKAYLA LOVE	COUNCILLOR PAYMENT	344.72
2/02/2023	5188	EVANS & TATE	REFUND OF HEALTH LICENSE	298.00
10/02/2023	5199	F LUNDY	REFUND OF ANIMAL TRAP BOND	100.00





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10/02/2023	5196	G JACK	REFUND OF RATE OVERPAYMENT	639.00
13/02/2023	5198	G SMITH	REFUND OF APPLICATION	147.00
7/02/2023	5190	HANLON	REFUND OF ANIMAL TRAP BOND	100.00
23/02/2023	5217	J EVANS	REFUND OF APPLICATION	147.00
8/02/2023	5197	JO JINGLES	REFUND OF HALL & KEY DEPOSITS	300.00
24/02/2023	5215	KERRIGAN	REFUND OF APPLICATION	80.00
1/02/2023	5185	LES MILLS ASIA PACIFIC	CONTRACT FEES	524.85
1/02/2023	5186	LES MILLS ASIA PACIFIC	CONTRACT FEES	629.82
8/02/2023	5197	M WATER	REFUND OF BOND	85.00
21/02/2023	5211	MULHEARN	REFUND OF RATE OVERPAYMENT	1,248.32
13/02/2023	5199	P CRISPIN	REFUND OF ANIMAL TRAP BOND	100.00
21/02/2023	5211	P KELLY	REFUND OF RATE OVERPAYMENT	243.35
21/02/2023	5211	P MULHEARN	REFUND OF RATE OVERPAYMENT	987.29
23/02/2023	5217	PLUNKETT HOMES	REFUND OF APPLICATION	1,216.00
16/02/2023	5210	R MENZIES	REFUND OF BUILDING LICENSE	82.20
28/02/2023	5220	S STEWART	REFUND OF APPLICATION	147.00
28/02/2023	5220	STAR DREAM FILM	REFUND OF BOND	200.00
23/02/2023	5217	STOCKER PRESTON	REFUND OF APPLICATION	73.00
15/02/2023	5201	SUMNER, MOONEY, MOULTON, CHESTERFIELD-EVANS, COLTHART, PAPADOPOULOS	REFUND OF RATE OVERPAYMENT	15,858.25
8/02/2023	5197	SW SPORTS DEVELOPMENT FEDERATION	REFUND OF HALL & KEY DEPOSITS	500.00
16/02/2023	5203	T FURNESS	REFUND OF ANIMAL TRAP BOND	100.00
23/02/2023	5213	TAGARA	REFUND OF RATE OVERPAYMENT	48.18
20/02/2023	5212	TANGENT NOMINEES	REFUND OF BUILDING LICENSE	1,639.73
23/02/2023	5217	TANGENT NOMINEES	REFUND OF APPLICATION	2,414.11
3/02/2023	5191	TIRUPARI	REFUND OF HEALTH LICENSE	394.28
24/02/2023	5215	UPSTON	REFUND OF RATE OVERPAYMENT	319.39
8/02/2023	5194	VOIDED	VOIDED	-
23/02/2023	5214	VOIDED	VOIDED	-
15/02/2023	5201	WADSWORTH	REFUND OF RATE OVERPAYMENT	278.00
10/02/2023	5195	WILLIAMS	REFUND OF ANIMAL TRAP BOND	100.00
24/02/2023	5216	ZAHRA	REFUND OF ANIMAL TRAP BOND	100.00
				177,725.70

12.4 Finance Committee - 5/4/2023 - RATE EXEMPTION - CANCER COUNCIL WESTERN AUSTRALIA INC

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.2 Facilitate an innovative and diversified economy that supports local enterprise, business, investment and employment growth.
SUBJECT INDEX	Rating Exemption
BUSINESS UNIT	Finance and Corporate Services
REPORTING OFFICER	Rates Coordinator - David Nicholson
AUTHORISING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Rate Exemption Application   Attachment B Rate Exemption Statutory Declaration   Attachment C Rate Exemption Covering Letter   Attachment D Cancer Council 2021-22 Finance and Governance Report  

This item was considered by the Finance Committee at its meeting on 5/4/2023, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2304/064

Moved Councillor P Carter, seconded Councillor M Love

That the Council:

1. Grant rate exemption to Cancer Council Western Australia Inc. for 3/16 Prince Street Busselton, effective 1st July 2022, under section 6.26(2)(g) of the *Local Government Act 1995*;
2. Agree that this rate exemption is to continue where Cancer Council Western Australia Inc. continue to lease and use the property as stated in the application at Attachment A;
3. Continue to advocate, through the South West Zone of WALGA, for a review of Rating Exemptions provided to property owners whose tenants may qualify for an exemption; and
4. Continue to note in the City's Annual Report the annual total cost to the City of rating exemptions.

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council:

1. Grant rate exemption to Cancer Council Western Australia Inc. for 3/16 Prince Street Busselton, effective 1st July 2022, under section 6.26(2)(g) of the *Local Government Act 1995*;
2. Agree that this rate exemption is to continue where Cancer Council Western Australia Inc. continue to lease and use the property as stated in the application at Attachment A;
3. Continue to advocate, through the South West Zone of WALGA, for a review of Rating Exemptions; and
4. Continue to note in the City's Annual Report the annual total cost to the City of rating exemptions.

EXECUTIVE SUMMARY

A rate exemption application was received from Cancer Council Western Australia Inc. (CCWA) in February 2023 for a leased property at unit 3, 16 Prince Street Busselton. This property is used as offices for CCWA support staff who provide free of charge support and advice to cancer patients and their families. On the basis of the application, this report recommends that the application for exemption be granted effective from the 1st July 2022, in accordance with Section 6.26(2)(g) of the *Local Government Act 1995*.

BACKGROUND

CCWA is a not for profit organisation that is endorsed by the Australian Taxation Office for charity tax concessions. The objects of the association, as per its constitution, are to reduce the incidence and impact of all types of cancer within the community of Western Australia by:

- a) promoting research and education into the cause, diagnosis, detection and treatment thereof;
- b) providing information, support and assistance to cancer patients and their families;
- c) providing advocacy for persons affected by cancer, the treatment of and prevention of cancer and
- d) other Cancer Control activities.

The constitution also states that:

the property and income of the Council shall be applied solely towards the promotion of the objects or purposes of the Council and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to Members, except in good faith in the promotion of those objects or purposes.

The property of unit 3/16 Prince Street, Busselton was leased by CCWA in March 2014 and is to continue to at least March 2027. It was only in February 2023 that CCWA enquired about rate exemption on this unit after becoming aware that they were paying rates. Their initial enquiry included a request to have any rate exemption applied retrospectively. This request was subsequently declined with a 1st July 2022 effective date instead of the rate exemption application date being offered as a concession.

Engagement with Western Australian Local Government Association (WALGA)

With respect more broadly to rate exemptions for charitable organisations, following a Council resolution in May 2019, the Mayor raised this issue with the South West Zone of WALGA (**SWZ**) at its meeting, also in May 2019. The SWZ supported the City of Busselton's view unanimously and resolved as follows:

That the SWZ:

1. *Request that WALGA continue to lobby the State Government to consider the removal of rate exemptions for charitable organisations under the Local Government Act 1995 and that an alternative position may be implementing a rebate similar to the Pensioners and Seniors Rebate Scheme.*

In response to the SWZ's resolution, WALGA advised that the SWZ's position is consistent with the following long-held sector position that:

1. *There is a need to amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997; and*
2. *Either:*
 - a. *amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or*
 - b. *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*

WALGA also added to its submission to the State Government following the consultation on phase 2 of the review of the Act:

Request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act.

WALGA's advocacy position has not changed in relation to this issue and it continues to push for meaningful legislative change in this area. Until then, however, the current approach to rate exemptions due to charitable purpose remains in place.

OFFICER COMMENT

In accordance with Section 6.26(2)(g) of the Act, land is not rateable if it is used exclusively for charitable purposes.

Rate exemption applications need to be considered in two parts. The first part is to assess whether the use itself is "charitable" and the second part is to determine whether the property is being used "exclusively" for charitable purposes.

In considering the first part, that is, are the operations of the association considered to be a charitable use, legal opinions are consistent in defining charitable purpose as land used for:

1. The relief of poverty;
2. The advancement of education;
3. The advancement of religion; and
4. Other purposes beneficial to the community.

It is considered that the services being provided by CCWA would meet all or part of definitions 1, 2 and 4, and as such the property at Unit 3/16 Prince Street, Busselton would be eligible for rate exemption under section 6.26(2)(g) of the Act.

In considering the second part, that is, 'is the property being exclusively used for a charitable purpose'; this criteria is being met by CCWA as they occupy and use the unit solely as their offices and provision of their services.

No physical inspection of Unit 3/16 Prince Street, Busselton has been undertaken as it's known use and the provided statutory declaration (Attachment B) are considered to be sufficient.

Statutory Environment

Section 6.26(2)(g) of the Act specifically states that land used exclusively for charitable purposes is not rateable.

Relevant Plans and Policies

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

Financial Implications

Granting rate exemption effective 1st July 2022 will result in a \$2,415.04 reduction in rating income for the 2022/23 financial period.

In future years this represents a lost opportunity for rating income of approximately \$2,415 plus any budgeted increases, where Unit 3/16 Prince Street, Busselton continues to be leased and used by CCWA for the purposes stated in the rate exemption application.

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.

That being said, if Council chooses to not grant rate exemption, then staffing and/or legal costs may be incurred if the applicant refers the matter to the State Administrative Tribunal (SAT) for a review of the decision. It is considered a high probability that SAT may reverse Council's decision.

Options

As an alternative to the proposed recommendation the Council could decline the rate exemption application on the basis that it considers the property to be rateable under the Act. As stated above, this is not recommended based on the risks associated with declining the application.

CONCLUSION

It is considered that the services provided by CCWA from 3/16 Prince Street, Busselton are charitable in nature and as such would be eligible for rate exemption under section 6.26(2)(g) of the Act.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

If rate exemption is granted on 3/16 Prince Street, Busselton then it would be applied effective from the 1st July 2022 instead of the date of the rate exemption application as a concession.

APPLICATION FOR RATES EXEMPTION

Local Government Act 1995 – Section 6.26

Privacy

The personal information collected on this form will only be used by the City of Busselton for the sole purpose of providing requested and related services. Information will be stored securely by the City and will not be disclosed to any third parties without your express written consent.

Copyright

I authorise the City of Busselton to reproduce any attachments provided with this form for internal purposes only.

City of Busselton
2 Southern Drive
Busselton WA 6280
Locked bag 1
Busselton WA 6280

ABN 87 285 608 991

Phone: (08) 9781 0444

Facsimile: (08) 9432 4634

Email: city@busselton.wa.gov.au

Web: www.busselton.wa.gov.au

This application form is to be used by organisations seeking exemption from rates, pursuant to the provisions of Section 6.26 of the Local Government Act 1995. The application for exemption will be checked based on the information you have provided, and you will be advised of the outcome in due course. Please attach all additional documents requested, as failure to do so may result in the application being refused.

Please note that this exemption application will only be considered where the properties rating assessment is up to date. Any approved exemption will be on rates only with Emergency Services Levy and other service charges such as waste services remaining payable. Any overpayment as a result of rate exemption being approved will be refunded. Properties which are granted rate exemption are subject to periodic reviews to ensure continued approval.

Instructions: Please print clearly in the spaces provided.

1. PROPERTY ADDRESS DETAILS

Street address	Unit 3/16 Prince Street
Suburb	Busselton
Post code	6280

Property Reference Number (if known)	1000005761
--------------------------------------	------------

2. WHAT IS THE CURRENT USE OF THE PROPERTY? Please provide full details:

Unit 3 is 29.18% of this rateable property which has been utilised as offices for Cancer Council since 2014 without concession. We are now seeking concession approval from 1 July 2022 being the maximum period we have been advised we can now claim.

3. PROPERTY OWNER DETAILS

Organisation	
Property owner <i>(if different to above)</i>	Michael G Copeland and Jane G Copeland
Postal address <i>(including post code)</i>	PO Box 850 Dunsborough WA 6281
Telephone	
Facsimile	
Mobile	
E-mail	

4. APPLICANT DETAILS

Contact Person	Martin Hall
Position Title	Corporate Services Director
Postal address <i>(including post code)</i>	Level 1, 420 Bagot Road Subiaco WA 6008
Telephone	08 92124336
Facsimile	
Mobile	0407778574
E-mail	mhall@cancerwa.asn.au

5. ORGANISATION INFORMATION**Is/does the organisation:**

An incorporated body as per the Associations Incorporated Act 1987?
(If yes, provide a Certificate of Incorporation)

☒ Yes ☐ No

Considered "not for profit"?

☒ Yes ☐ No

Have a tax exemption from the Australian Tax Office (ATO)?
(If yes, provide a certificate of tax exemption from the ATO)

☒ Yes ☐ No

Leasing the property?
(If yes, provide a copy of the lease and confirm if the lessee is responsible for payment of the rates)

☒ Yes ☐ No

Have planning approval for the land use of the property?
(A site inspection may be required before the application is processed)

☒ Yes ☐ No

6. DOCUMENTATION REQUIREMENTS

Please provide the following documentation with this application:

- ☐ Formal request for rate exemption on the organisation's letter head that includes a written statement outlining the nature of the Organisation's operations, including the following details:
 - Use and occupancy of the property
 - Type of service provided (e.g. food, accommodation etc)
 - Frequency of service provision (e.g. full-time, daily, weekly etc)
 - Whether any payment is received for the services provided by the organisation;
 - ☐ Copy of the organisation's constitution;
 - ☐ Copy of the organisation's current certificate of incorporation;
 - ☐ A statutory declaration from the organisation confirming the exact purpose for which the whole of the property is being used for;
 - ☐ A plan of the property, showing all buildings and outbuildings **OR**
 - ☐ Floor plan of the leased property area if only part of the property is the subject of this application.
 - ☐ A copy of the organisations current years audited financial statements and details of its financial and funding support;
 - ☐ Copies of any other relevant documentation that the organisation considers will support this application;
-

7. AUTHORISATION

By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.

Name	Ashley Reid
Position Title	CEO
Organisation	Cancer Council Western Australia (inc)
CEO/Trustee Signature	

OFFICE USE ONLY

1. CONSIDERATIONS

Approval with the City's Town Planning Scheme? YES ☐ NO ☐

Has the property been inspected? YES ☐ NO ☐

Recommend for non-rateable status? YES ☐ NO ☐

Section 6.26 (2) of the Local Government Act 1995 classification	
Person/s or Classes of Persons Affected by this decision	

Reason for non-rateable status:

New Application ☐

Review of Exemption ☐

Amount of rates to be exempted and date to be commenced from (if applicable):

Amount: \$	Data (from): Click here to enter a date.
------------	--

Rubbish bin changes to be levied and dates to be applicable from:

Amount: \$	Data (from): Click here to enter a date.
------------	--

Note: The approval will be for a period of 3 years, unless circumstances change.

2. DECISION – DELEGATED AUTHORITY (3.40)

Approving officer sub-delegated by the CEO to approve the granting of rate exemption status in accordance with the Local Government Act 1995.

Name	
Position	
Signature	

Determination by delegated officer:

☐ DENIED for
non-rateable status

☐ APPROVED for partial
non-rateable status

☐ APPROVED for
non-rateable status

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

**APPLICATION FOR RATES EXEMPTION UNDER
SECTION 6.26 OF THE LOCAL GOVERNMENT ACT 1995.
STATEMENT OF PROPERTY USE**

(1) Christian name or names and surname of declarant in full (1)
I MARTIN HALL
(2)
(2) Address Of 158 Lakeside Drive Joondalup
In the State of Western Australia
(3) Occupation (3) Accountant

Sincerely declare as follows:-

The property located at Unit 3/12 Prince Street Busselton
has been used by Cancer Council Western Australia (Inc)
for the purposes of offices for Cancer Support staff to provide charitable support and advice to cancer patients and their families at no cost as part of our overall mission to reduce the impact and incidence of cancer in the community, especially Busselton and surrounds
for the period from March 2014 to March 2027 .

The applicant agrees to advise the City of Busselton immediately that there is ANY change to the purpose/s as stated above.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*

Declared at SUBIACO WA

this 9th day of FEBRUARY 2023

In the presence of (Signature of authorised witness)

MEHERNOSH MOSHIR BUKHARIWALLA CA
(Name of authorised witness and qualification as such a witness)

(4) Signature of person making the declaration

(4)

***Important** This Declaration must be made before any of the following persons:-

Academic {post-secondary institution}

City Of Busselton

2 Southern Drive, Busselton WA 6280
via email David.Nicholson@busselton.wa.gov.au



Attention David Nicholson

Re – Cancer Council Western Australia – Overall purpose and charitable benefits

As you may know, Cancer Council Western Australia has been relying on community support and donations since 1958 to fund the important work of achieving a vision of a cancer-free future for the people of Western Australia.

Our mission is to minimise the impact and incidence of cancer on our community through education, research, advocacy and by providing people affected by cancer with support to enhance their quality of life.

As part of our current strategic priority, we continue to invest in education, prevention and support services for the people of regional and rural Western Australia, through two key functions;

Regional Education Officers who work closely with various local agencies, workplaces, schools and community groups to raise awareness about strategies to prevent and detect cancer in its early stages, addressing issues that include consumption of tobacco and alcohol, healthy eating and physical activity, cancer screening and vaccinations, SunSmart behaviour, early detection and Aboriginal cancer issues and

Cancer Support Coordinators who provide one-to-one support and cancer information, co-ordinate volunteer services, facilitate access to other support services including financial support and counselling, and run local peer support groups.

Our offices in Busselton are located at Unit 3/12 Prince Street and we have been leasing and operating from that location since 10 March 2014 and currently negotiating a lease for up to an additional 4 years from March 2023.

We have a staff member present 3 days a week as a contact for any enquiries regards cancer and this service is provided (along with access to publications and practical support) at no cost to cancer patients and their families in the region.

As a charity we rely upon concessions such as that available regards council rates to enable us to continue to be a support presence in the community and whilst we have paid full rates for the last 8 years we would now request favourable consideration for exemption back dated to 1 July 2022.

Yours sincerely

A handwritten signature in black ink, appearing to read "Martin Hall".

Martin Hall
Corporate Services Director
Cancer Council Western Australia (inc)
9 February 2023

Funded by community donations
Call us on 13 11 20
cancerwa.asn.au

**Cancer Council
Western Australia**
ABN: 15 190 821 561

420 Bagot Road
Subiaco WA 6008
T: 08 9212 4333
F: 08 9212 4334

@CancerCouncilWA
 @CancerCouncilWA
 @CancerCouncilWestAus



2021-2022

Finance and Governance Report.



**Cancer
Council**
WA



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General information

The Financial Report covers Cancer Council Western Australia Inc. (the Council) as an individual entity. The financial statements are presented in Australian dollars, which is the Council's functional and presentation currency.

Cancer Council Western Australia Inc. is a not-for-profit incorporated association, incorporated and domiciled in Australia. Its registered office and principal place of business are:

Level 1, 420 Bagot Road, Subiaco WA 6008

A description of the nature of the incorporated association's operations and its principal activities are included in the annual report, which is not part of the financial statements.

The financial statements were authorised for issue on 20 September 2022.

Message from our CEO and President

Every year, 13,000 West Australians will be diagnosed with cancer.

As Western Australia's leading cancer charity, Cancer Council WA works across every aspect of every cancer. Each day, we support WA families, speak out on behalf of our community on cancer issues, empower people to reduce their cancer risk, and find new ways to better detect and treat cancer.

As a community-funded organisation, we rely on your donations, fundraising and support to continue our vital work. Following last year's inaugural Cancer Research Giving Day, our second year was another overwhelming success. Funds raised, including matched funds, totaled \$447,247.

From this incredible support, we were able to allocate more than \$2.5 million to cancer research funding during the 2021-2022 financial year. This allows for advancements to be made in cancer treatment, right here in WA.

In 2022, we're funding 102 world-class researchers, across 42 projects, which target cancer from every angle. Every result helps us to understand cancer better, and find new ways to prevent, diagnose and treat it.

Cancer treatment can put an enormous strain on a patient's resources. Our emotional and practical support services assist patients undergoing cancer treatment, so they can focus on what's important - getting better.

In the current economic climate, with rising living costs and travel expenses, it is more important than ever to offer support to those facing the financial burden of a cancer diagnosis. Our Cancer Support Centres, based in Perth and regional WA, provide patients with access to counselling, financial advice and much more. This includes Dot's Place Bunbury, which celebrates its 10-year anniversary in October 2022.

Our Crawford and Milroy accommodation Lodges help to reduce the added hardship country cancer patients face, by providing accommodation and support services close to treatment centres in Perth. This financial year we had 4384 check-ins at our Lodges from country cancer patients and their carers to access treatment in Perth. This has been especially important during the COVID-19 pandemic, allowing us to provide clean, comfortable and COVID-safe accommodation options in Perth.

Throughout what has been another uncertain year, especially for West Australians, we have continued to be inspired by the generosity and passion of our community. On behalf of Cancer Council WA's Board, staff and volunteers, thank you for sharing in our vision of a future without cancer.



Ashley Reid
Chief Executive Officer



Dr Ruth Shean AO
President and Chair



In 2021-2022, your support meant...



5806

callers received support from our **13 11 20** cancer information and support line.

448

cancer patients and their carers attended our **Life Now Mind and Body** courses at no cost.

There were

4384

check-ins at our **Crawford and Milroy accommodation Lodges** from country cancer patients and their carers to access treatment in Perth.

1712

Transport to Treatment trips were provided from our Crawford and Milroy accommodation Lodges at no cost to country cancer patients and their carers.

3574

hours of driving were contributed by **142 volunteer drivers** for **Transport to Treatment** from our Lodges.

996

health professionals, palliative care volunteers and Cancer Council WA staff took part in **65 Palliative and Supportive Care Education** events.

2423

hours were contributed by **volunteers**, supporting cancer patients across the state.



1295

counselling sessions were provided at no cost to **717 West Australians** affected by cancer.

226

patients were provided with **pro bono** legal, financial and workplace advice.

2809

wigs, turbans, hats and scarves were provided to **768 cancer patients** at no cost by our **Wig Service**.

219

cancer patients and carers received assistance from our **practical support services**.

72,916

cancer information publications were distributed to cancer patients, carers and clinics.

\$185,398

in financial hardship payments were made to **1104 cancer patients** experiencing hardship while undergoing treatment.



9266

supportive care sessions were provided by our **Cancer Support Coordinators** to country cancer patients and carers.



Over
10,000

daffodil bunches were sold to raise vital funds for our **Daffodil Day Appeal**.

\$967,524

was raised by **1628 Australia's Biggest Morning Tea** hosts.

\$1,003,191

was raised through **five Cancer Council WA Raffles**.



Photo by Relay For Life Photography

\$592,192

was raised by **3504 participants** at **eight Relay For Life** events across WA.



In 2021-2022, your support meant...

Over
\$2.5 million

was allocated to support over **102 of Western Australia's best and brightest researchers**, who are unlocking the answers to a future without cancer. This was shared across more than **42 projects**.

\$447,247

was raised thanks to the community and matched donors for **Cancer Research Giving Day**.

27

of the **88 rooms** at our Crawford and Milroy accommodation Lodges have been **adopted by our generous supporters**.



98

Find Cancer Early presentations were delivered to regional community groups by our **Regional Education Officers**.



592

primary care health professionals attended **9 cancer education sessions** provided by our GP Education Project.

1391

clinicians, nurses and health professionals working in oncology took part in **31 cancer education events** provided by Western Australian Clinical Oncology Group (WACOG).



24

bowel cancer screening community talks were delivered.

Smokers who recognised the **Make Smoking History** campaign were **3.8 times more likely to be trying to quit** at the time of being surveyed than smokers who didn't recognise the campaign.

17

formal submissions were made to government on **tobacco control issues**.

All guests at our Crawford and Milroy accommodation Lodges can now access **free quit smoking support during their stay**, an initiative between Make Smoking History and the Lodges.



912

WA schools and childcare services are **accredited members of the SunSmart program**, protecting **170,185 children** from UV overexposure.

630,000

West Australians aged 25-54 saw our SunSmart advertisement, **'Two sides of the sun'** on television.

There were **1.9 million views of our SunSmart UV Daily videos**, targeting self-employed, outdoor workers.

12

LiveLighter® and Crunch&Sip® recipes were created into **'how to' videos**.

87,878

LiveLighter® resources were distributed in WA.

20

phone consults with a dietitian were provided to West Australians affected by cancer.

53%

of all schools are officially registered as a **Crunch&Sip® school**.



Over

150,000

students participated in **daily Crunch&Sip® breaks**.

258,776

people globally completed a **LiveLighter® health calculator**, including **103,264 West Australians**.

310

parents attended a **Packed with Goodness healthy lunchbox session**.

Crunch&Sip® ran its first Campaign, **'Hero Healthy'**. The campaign reached **323,047 West Australian parents**.

Corporate and philanthropic partners

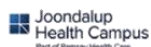
Principal partners



Commercial partners



Campaign partners



Major partners



For more information about our corporate partnership program and how your organisation can get involved, contact our Partnerships team on 08 9212 4333 or email corporaterelations@cancerwa.asn.au.

Gifts from Wills

Gifts from Wills come in all shapes and sizes and have an enormous impact for those affected by cancer in WA. We thank and recognise the foresight of supporters who have chosen to be our partners of the future, by including a gift in their Will to Cancer Council WA.

Estate of Veronica Adams	Harry & Margaret Kerman Charitable Trust	Anonymous Bequest
Estate of Len Antulov	Jeanne Krajanich Trust	Estate of Kerry Ralland
Estate of Donald Bakes	Estate of Ronald Maley	Estate of Grace Rigg
Jean Balston Charitable Trust	P Martino/Gilda Amelia Trust	Estate of Keith Rogers
Estate of Joseph Barnes	Irene Martin Trust	Peter Rymer Charitable Trust
Anne Bluntish Trust	Estate of Meryl McEncroe	Mavis Sands Bequest
Elizabeth Bothwell Charitable Trust	Estate of Rhelma McGregor	Estate of Richard Sleath
Harry Carter Charitable Trust	Estate of Barbara Mears	Estate of Linda Smith
Estate of Doreen Cloud	Estate of Roy Nivison	The SSG Endowment
Estate of Nerida Dilworth	Gilbert North Charitable Trust	Estate of Alison Steele
Estate of Anthea Gilbert	Estate of Edna Nugent	Estate of Lillian Stephens
Cherrell Guilfoyle Trust	Oranje Endowment	Marcus & Molly Stone Charitable Trust
Hansen and Kean Charitable Trust	Philip Owen Endowment	Decima Strachan Charitable Trust
Estate of Peter Hawkins	Estate of Kenneth Pages-Oliver	Estate of John Street
Estate of Ruth Hemingway	John Parker Charitable Trust	Estate of Carol Symes
Estate of Beryl Hillary	Estate of Donald Paterson	Estate of Mavis Telder
Estate of Bernard Holly	Estate of Elsie Peat	Estate of Fay Waters
The Annadora Horne & Thelma Norris Trust Fund	Estate of Mirella Pelliccione	Tricia & Colin Watson Charitable Trust
Trust Fund of May Hughes	Estate of Maureen Perham	Albert & Dulcie Weston Charitable Trust
Aileen Inglis Charitable Trust	Estate of Desmond Phillips	Mary White Charitable Trust
Estate of Eleanor Jefferies	John Phillips Charitable Trust	Lindsay & Nan Wilkinson Trust
Estate of Patricia Johnston	Patricia Phillips Charitable Trust	Estate of Rosemary Zaks
Estate of Peter Johnson	Hilda Pratt Charitable Trust	
Estate of James Kennedy	Myrtle Purcell Trust	
	Estate of Alan Tuthill	

For more information about Gifts in Wills, call our Planned Giving team on **08 9212 4333** or email plannedgiving@cancerwa.asn.au.

FINANCIALS

Statement of Comprehensive Income

For the year ended 30 June 2022

	Note	2022 \$	2021 \$
REVENUE			
Fundraising and donations	4(a)	12,409,755	11,140,108
Retail		703,831	733,355
External program funding	4(b)	14,237,481	13,546,605
Service provision		2,740,899	2,019,446
Other income		22	235
Total Revenue		30,091,988	27,439,749
EXPENDITURE			
For purpose:			
- Prevention and education	5	(16,105,155)	(15,443,109)
- Support		(7,010,929)	(6,145,417)
- Research		(2,570,749)	(2,638,983)
- Retail		(433,475)	(433,066)
Fundraising		(3,822,604)	(3,020,740)
Administration		(1,574,947)	(1,595,565)
Total Expenditure		(31,517,859)	(29,276,880)
DEFICIT FROM OPERATIONS	6(a)	(1,425,871)	(1,837,131)
NON-OPERATIONAL ITEMS			
Surplus on sale of non-current assets	6(c)	3,022	1,214
Net income from investments		1,657,715	1,005,525
(Losses)/gains on financial assets at fair value through profit or loss		(3,381,150)	4,642,806
Government stimulus receipts	6(d)	-	3,037,538
Jobkeeper "top up" payments	6(d)	-	(189,542)
Superannuation liability	6(e)	(345,000)	-
(DEFICIT)/SURPLUS FROM NON-OPERATIONAL ITEMS		(2,065,413)	8,497,541
TOTAL (DEFICIT)/SURPLUS BEFORE INCOME TAX		(3,491,284)	6,660,410
Income tax expense	3	-	-
TOTAL (DEFICIT)/SURPLUS AFTER INCOME TAX EXPENSE		(3,491,284)	6,660,410
OTHER COMPREHENSIVE INCOME NET OF TAX		-	-
TOTAL COMPREHENSIVE (DEFICIT)/SURPLUS		(3,491,284)	6,660,410

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes.

Statement of Financial Position

As at 30 June 2022

	Note	2022 \$	2021 \$
CURRENT ASSETS			
Cash and cash equivalents	7	11,433,057	15,972,314
Trade and other receivables	8	3,852,671	3,508,242
Inventories	9	64,258	61,448
Other assets	10	345,105	249,579
Financial assets	14	5,064,561	2,100,226
TOTAL CURRENT ASSETS		20,759,652	21,891,809
NON-CURRENT ASSETS			
Properties held in trust	11	650,000	650,000
Property, plant and equipment	12	22,886,880	21,523,759
Right-of-use assets	13	231,398	470,344
Financial assets	14	42,441,558	46,594,497
TOTAL NON-CURRENT ASSETS		66,209,836	69,238,600
TOTAL ASSETS		86,969,488	91,130,409
CURRENT LIABILITIES			
Trade and other payables	15	13,811,640	11,346,491
Employee benefits	16	1,197,912	1,245,704
Lease liabilities	17	77,066	100,606
TOTAL CURRENT LIABILITIES		15,086,618	12,692,801
NON-CURRENT LIABILITIES			
Trade and other payables	15	18,453,068	21,410,050
Employee benefits	16	342,396	232,042
Lease liabilities	17	188,400	405,226
TOTAL NON-CURRENT LIABILITIES		18,983,864	22,047,318
TOTAL LIABILITIES		34,070,482	34,740,119
NET ASSETS		52,899,006	56,390,290
ACCUMULATED FUNDS			
Reserves - Restricted	18	31,522,470	32,365,045
Unrestricted	1(p)	21,376,536	24,025,245
TOTAL ACCUMULATED FUNDS		52,899,006	56,390,290

The above statement of financial position should be read in conjunction with the accompanying notes.

Statement of Changes in Equity

For the year ended 30 June 2022

	Restricted \$	Unrestricted \$	Financial Assets Reserve \$	Total Accumulated Funds \$
Balance at 1 July 2020	33,690,006	16,039,874	-	49,729,880
Surplus/(deficit) after income tax expense	(969,093)	7,629,503	-	6,660,410
Movement in restricted assets	391,505	(391,505)	-	-
Movement in designated reserves	(747,373)	747,373	-	-
Total comprehensive income	(1,324,961)	7,985,371	-	6,660,410
Balance at 30 June 2021	32,365,045	24,025,245	-	56,390,290
Balance at 1 July 2021	32,365,045	24,025,245	-	56,390,290
Surplus/(deficit) after income tax expense	(1,032,327)	(2,458,957)	-	(3,491,284)
Movement in restricted assets	2,113,121	(2,113,121)	-	-
Movement in designated reserves	(1,923,369)	1,923,369	-	-
Total comprehensive loss	(842,575)	(2,648,709)	-	(3,491,284)
Balance at 30 June 2022	31,522,470	21,376,536	-	52,899,006

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows

For the year ended 30 June 2022

	Note	2022 \$	2021 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from operations		29,747,559	25,587,361
Payments to suppliers and employees		(27,817,212)	(26,693,413)
Interest and finance costs paid		-	-
Net cash flows provided by/(used in) operating activities		1,930,347	(1,106,052)
CASH FLOW FROM INVESTING ACTIVITIES			
Payments for property, plant and equipment		(2,414,128)	(122,368)
Proceeds from sale of property, plant and equipment		21,702	10,445
Payments for financial assets		(8,714,023)	(7,188,508)
Proceeds from the sale of financial assets		3,120,705	14,798,806
Interest received		10,506	35,543
Dividends received		1,746,000	1,109,257
Net cash flows (used in)/provided by investing activities		(6,229,238)	8,643,175
CASH FLOW FROM FINANCING ACTIVITIES			
Repayments of lease liabilities		(240,366)	(71,790)
Government incentive subsidies		-	2,847,996
Net cash flows (used in)/provided by financing activities		(240,366)	2,776,206
Net increase in cash and cash equivalents held		(4,539,257)	10,313,329
Cash and cash equivalents at the beginning of the financial year		15,972,314	5,658,985
Cash and cash equivalents at the end of the financial year	7	11,433,057	15,972,314

The above statement of cash flows should be read in conjunction with the accompanying notes.

Notes to the Financial Statements

For the year ended 30 June 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to the years presented, unless otherwise stated.

New, revised or amending Accounting Standards and Interpretations adopted

Cancer Council Western Australia Inc. (the Council) has adopted all new, revised or amending Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new, revised or amending Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

The adoption of these Accounting Standards and Interpretations did not have any significant impact on the financial performance or position of the incorporated association.

The following Accounting Standards and Interpretations are most relevant to the incorporated association:

Conceptual Framework for Financial Reporting (Conceptual Framework)

The incorporated association has adopted the revised Conceptual Framework from 1 July 2021. The Conceptual Framework contains new definition and recognition criteria as well as new guidance on measurement that affects several Accounting Standards, but it has not had a material impact on the incorporated association's financial statements.

AASB 1060 General Purpose Financial Statements - Simplified Disclosures for for-profit and not-for-profit tier 2 entities

The incorporated association has adopted AASB 1060 from 1 July 2021. The standard provides a new tier 2 reporting framework with simplified disclosures that are based on the requirements of IFRS for SMEs. As a result, there is increased disclosure in these financial statements for key management personnel and related parties.

Basis of preparation

These general purpose financial statements have been prepared in accordance with the Australian Accounting Standards - Simplified Disclosures issued by the Australian Accounting Standards Board ('AASB'), the Australian Charities and Not-for-profits Commission Act 2012, Part 5 of the Associations Incorporation Act 2015 (WA), Charitable Collections Act (1946) (WA) and the Charitable Collections Regulations (1947) (WA) and associated regulations, as appropriate for not-for-profit oriented entities.

The financial report of the Council complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety where possible. However, due to the application of Australian specific provisions for not-for-profit entities, these financial statements and notes thereto, are not necessarily compliant with International Financial Reporting Standards.

Reporting basis and conventions

The financial statements have been prepared on an accruals basis and are based on historical costs except for, where applicable, the revaluation of financial assets, for which the fair value basis of accounting has been applied.

Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies.

The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 2.

Significant accounting policies

The following is a summary of the significant accounting policies adopted by the Council in the preparation of the financial statements. The accounting policies have been consistently applied, unless otherwise stated.

(a) Revenue**External program funding**

Revenue from government grants and external

programs received under enforceable agreements, where there are sufficiently specific performance obligations imposed, is deferred until the obligations are satisfied. If the performance obligations are not sufficiently specific, revenue will be recognised upon receipt.

Capital grants are recognised as income when (or as) it satisfies its obligations under the transfer. Capital grants are types of grants where the Council receives a financial asset to acquire or construct a non-financial asset to identified specifications, retains control of the non-financial asset (i.e. for its own use), and the transaction is enforceable.

Fundraising and donations

Fundraising and donations revenue, comprising donations and fundraising revenue and bequests and legacies received, by their nature can only be recognised when they are recorded in the books of the Council. Bequests and legacies and donations are brought to account on a cash basis or, where they are received other than cash, according to the value of the bequest or donation when the ownership passes to the Council.

Revenue from contracts with customers

Revenue is recognised at an amount that reflects the consideration to which the Council is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the Council: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Other revenue

Revenue from the sale of goods is recognised upon the delivery of goods to customers.

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset

and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Dividend revenue is recognised when the Council has established that it has a right to receive a dividend.

(b) Allocation of expenses

The Council reports its expenditure on a functional basis and accordingly classifies its expenditure to specific program services which describe the Council's social service activities and supporting services. Additionally, there is an expense classification of Administration in respect of expenditure of an administrative and general nature that is incurred and is not identifiable with a single program but is indispensable to the conduct of those activities and to the Council's existence.

(c) Cash and other cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions and other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

(d) Trade and other receivables

Trade and other receivables are recognised at amortised cost, less any allowance for expected credit losses.

(e) Inventory

The inventory of retail stock has been valued at the lower of cost and net realisable value. Costs are assigned on the basis of average cost and include direct costs and appropriate overheads.

(f) Impairment of financial assets

Investments and other financial assets are initially measured at fair value. Transaction costs are included as part of the initial measurement, except for financial assets which are measured at fair value through profit or loss. Such assets are subsequently measured at either amortised cost or fair value depending on their classification.

Notes to the Financial Statements

For the year ended 30 June 2022

Classification is determined based on both the business model within which such assets are held and the contractual cash flow characteristics of the financial asset unless an accounting mismatch is being avoided.

Financial assets are derecognised when the rights to receive cash flows have expired or have been transferred and the Council has transferred substantially all the risks and rewards of ownership. When there is no reasonable expectation of recovering part or all of a financial asset, the carrying value is written off.

Financial assets at fair value through profit or loss

Financial assets not measured at amortised cost or at fair value through other comprehensive income are classified as financial assets at fair value through profit or loss. Typically, such financial assets will be either: (i) held for trading, where they are acquired for the purpose of selling in the short-term with an intention of making a profit, or a derivative; or (ii) designated as such upon initial recognition where permitted. Fair value movements are recognised in profit or loss.

The Council recognises a loss allowance for expected credit losses on financial assets which are either measured at amortised cost or fair value through other comprehensive income. The measurement of the loss allowance depends upon the Council's assessment at the end of each reporting period as to whether the financial instrument's credit risk has increased significantly since initial recognition, based on reasonable and supportable information that is available, without undue cost or effort to obtain.

Where there has not been a significant increase in exposure to credit risk since initial recognition, a 12 month expected credit loss allowance is estimated. This represents a portion of the asset's lifetime expected credit losses that is attributable to a default event that is possible within the next 12 months. Where a financial asset has become credit impaired or where it is determined that credit risk has increased significantly, the loss allowance is based on the asset's lifetime expected credit losses. The amount of expected credit loss recognised is measured on the basis of the probability weighted present value of anticipated cash shortfalls over the life of the instrument discounted at the original effective interest rate.

For financial assets measured at fair value through other comprehensive income, the loss allowance is recognised within other comprehensive income. In all other cases, the loss allowance is recognised in profit or loss.

For financial assets measured at amortised cost, the loss allowance is recognised in profit or loss.

(g) Current and non-current classification

Assets and liabilities are presented in the Statement of Financial Position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is current when: it is expected to be settled in the normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

(h) Properties held in trust

Properties held in trust principally comprise of freehold land and buildings that are not occupied by the Council, where title has been transferred through a bequest to the Council and the property is encumbered by a lifetime tenancy agreement. Any capital appreciation of the land and buildings is tied to the original bequest. Properties held in trust are stated at historical cost including transaction costs less any accumulated impairment. Where title of a property held in trust is transferred to the Council at no cost or for nominal cost, its cost shall be deemed to be its fair value as at the date of transfer. Properties held in trust are derecognised when disposed of or when there is no future economic benefit expected.

Transfers to and from properties held in trust to property, plant and equipment are determined by a

change in use of owner-occupation. The fair value on the date of change of use from properties held in trust to property, plant and equipment are used as deemed cost for the subsequent accounting. The existing carrying amount of property, plant and equipment is used for the subsequent accounting cost of properties held in trust on the date of change of use.

(i) Property, plant and equipment

Property, plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Depreciation

Depreciation is calculated on property, plant and equipment so as to write off the value of each asset over its expected useful life. Depreciation is calculated on all assets using the straight-line method.

The depreciation rates used for each class of depreciable asset are:

Class of fixed asset	Depreciation rate
Buildings	2% - 2.5%
Plant, equipment and motor vehicles	10% - 33%
Leasehold improvements	2%

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the Council. Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the Statement of Comprehensive Income.

(j) Right-of-use assets

A right-of-use asset is recognised at the commencement date of a lease. The right-of-use asset is measured at cost, which comprises the initial amount of the lease liability, adjusted for, as applicable, any lease payments made at or before the commencement date net of any lease incentives received, any initial direct cost incurred,

and except where included in the cost of inventories, an estimate of costs expected to be incurred for dismantling and removing the underlying assets, and restoring the site or assets.

Right-of-use assets are depreciated on a straight-line basis over the unexpired period of the lease or the estimated useful life of the assets, whichever is shorter. Where the Council expects to obtain ownership of the leased assets at the end of the lease term, the depreciation is over its estimated useful life. Right-of-use assets are subject to impairment or adjusted for any remeasurement of lease liabilities.

The Council has elected not to recognise right-of-use assets and corresponding lease liabilities for short term leases with terms of 12 months or less and leases of low-value assets. Lease payments on these assets are expensed to profit or loss as incurred.

(k) Impairment of non-financial assets

Non-financial assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount.

Recoverable amount is the higher of an asset's fair value less costs of disposal and value-in-use. The value-in-use is the present value of the estimated future cash flows relating to the asset using a pre-tax discount rate specific to the asset or cash-generating unit to which the asset belongs. Assets that do not have independent cash flows are grouped together to form a cash-generating unit.

(l) Trade and other payables

These amounts represent liabilities for goods and services provided to the Council prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

(m) Contract liabilities

Contract liabilities represent the Council's obligation to transfer goods or services to a customer and are

Notes to the Financial Statements

For the year ended 30 June 2022

recognised when a customer pays consideration, or when the Council recognises a receivable to reflect its unconditional right to consideration (whichever is earlier) before the Council has transferred the goods or services to the customer.

(n) Provisions - employee entitlements

Provision is made for the Council's liability for employee entitlements arising from services rendered by employees to reporting date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries and annual leave which will be settled after one year, have been measured at their nominal amount. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

Contributions are made by the Council to an employee superannuation fund and are charged as expenses when incurred.

(o) Lease liability

A lease liability is recognised at the commencement date of a lease. The lease liability is initially recognised at the present value of the lease payments to be made over the term of the lease, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, Council's incremental borrowing rate. Lease payments comprise of fixed payments less any lease incentive receivables, variable lease payments that depend on an index or a rate, amounts expected to be paid under residual value guarantees, exercise price of a purchase option when the exercise of the option is reasonably certain to occur, and any anticipated termination penalties. The variable lease payments that do not depend on an index or a rate are expensed in the period in which they are incurred.

Lease liabilities are measured at amortised cost using the effective interest method. The carrying amounts are remeasured if there is a change in the following: future lease payment arising from a change in an index or a rate; residual guarantee; lease term; certainty of a purchase option and termination penalties. When a lease liability is remeasured, an adjustment is made to the corresponding right-of-use assets, or to profit or loss

if the carrying amount of the right-of-use assets is fully written down.

(p) Designated reserves

On occasion the Council may receive resources restricted for particular purposes. The financial report separately lists those funds which are restricted or designated and those funds which are unrestricted.

- Restricted funds are those funds presently available for use, but expendable only for operating purposes specified by the donor or by statute. When the Board specifies a purpose for the expenditure of funds, where none has been stated by the original donor, such funds are classified as designated funds.
- Unrestricted funds are those funds presently available for use by the Council at the discretion of the Board.

(q) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

(r) New Accounting Standards and Interpretations not yet mandatory or early adopted

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet mandatory, have not been early adopted by the Council for the annual reporting period ended 30 June 2022.

2. CRITICAL ACCOUNTING JUDGEMENTS, ESTIMATES AND ASSUMPTIONS

The Board evaluates estimates and judgements incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on

current trends and economic data, obtained both externally and within the Council.

Coronavirus (COVID-19) pandemic

Judgement has been exercised in considering the impacts that the Coronavirus (COVID-19) pandemic has had, or may have, on the Council based on known information. This consideration extends to the nature of the products and services offered, customers, supply chain, staffing and geographic regions in which the Council operates. Other than as addressed in specific notes, there does not currently appear to be either any significant impact upon the financial statements or any significant uncertainties with respect to events or conditions which may impact the Council unfavourably as at the reporting date or subsequently as a result of the COVID-19 pandemic.

Grant income received

The interaction between AASB 15 and AASB 1058 requires management to assess whether government grants and other funding received need to be accounted for under AASB 15 or AASB 1058. Key to this assessment is whether government grants and other funding agreements contain:

- a contract with a customer that creates 'enforceable' rights and obligations; and
- the contract includes 'sufficiently specific' performance obligations.

Critical judgement was applied by management in assessing whether an obligation is 'sufficiently specific', taking into account all facts, circumstances and any conditions specified in the arrangement (whether explicit or implicit) regarding the promised goods or services, including conditions regarding:

- the nature or type of the goods or services
- the cost or value of the goods or services
- the quantity of the goods or services
- the period over which the goods or services must be transferred.

Deemed cost of properties held in trust acquired at no or nominal cost

A critical judgement that management has made in the process of applying accounting policies, and that has a significant effect on the amounts

recognised in the financial statements, is in relation to where a property held in trust is acquired at no cost or for nominal cost. The Council is required to determine the deemed cost based on the asset's fair value as at the date of acquisition. The Council has determined the fair value based on inputs other than quoted prices that are observable for the asset either directly or indirectly. Considerable judgement is required to determine what is significant to fair value.

Allowance for expected credit losses

The assessment of allowance for expected credit losses requires a degree of estimation and judgement. It is based on the lifetime expected credit loss, grouped based on days overdue, and makes assumptions to allocate an overall expected credit loss rate for each group. These assumptions include historical collection rates.

Impairment of non-financial assets other than goodwill and other indefinite life intangible assets

The Council assesses impairment of non-financial assets other than goodwill and other indefinite life intangible assets at each reporting date by evaluating conditions specific to the Council and to the particular asset that may lead to impairment. If an impairment trigger exists, the recoverable amount of the asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which incorporate a number of key estimates and assumptions.

3. INCOME TAX

The Council is exempt from income tax under the provisions of Section 50-5 of the Income Tax Assessment Act 1997.

Notes to the Financial Statements

For the year ended 30 June 2022

	30 June 2022 \$	30 June 2021 \$
4. REVENUE		
(a) Fundraising and donations		
Fundraising	1,448,071	1,563,200
Donations	5,812,183	5,605,828
Bequests	5,149,501	3,971,080
	12,409,755	11,140,108
(b) External program funding		
State Government contracts	11,464,314	12,052,493
Healthway contracts	2,325,272	1,243,248
Other external contracts	447,895	250,864
	14,237,481	13,546,605
5. EXPENDITURE		
Prevention and Education	16,105,155	15,443,109

Cancer Council WA undertakes a variety of public education campaigns designed around health promotion awareness particularly in relation to incidence of cancer. These costs represent direct campaigns, publications, education sessions and a proportion of indirect administration and facility costs. Majority of funding is sourced from Government contracts (refer to note 4) and a contribution from the net proceeds of community fundraising.

6. DEFICIT FROM OPERATIONS

The following revenue and expense items are relevant in explaining the financial performance:

	30 June 2022 \$	30 June 2021 \$
(a) Deficit from operations has been determined after:		
Depreciation	1,032,327	969,093
Employee expenses	12,981,379	11,800,687
Interest expenses	26,611	8,688
(b) Significant revenues		
Bequests (amounts greater than \$350,000):		
Estate of Kenneth John Pages-Oliver	583,605	-
Estate of John Street	2,108,213	-
Estate of Thelma Irene Criddle	-	368,356
Estate of Evan Thomas Stanley Williams	-	439,643
Estate of Fay Agnes Waters	-	1,345,135
	2,691,818	2,153,134
(c) Surplus on sale of non-current assets		
Proceeds from sale of non-current assets	30,000	24,773
Written down value of non-current assets	(26,978)	(23,559)
	3,022	1,214
(d) Government stimulus receipts		
Cash flow boost	-	50,000
Jobkeeper gross receipts	-	2,987,538
	-	3,037,538
Jobkeeper top-up payments	-	(189,542)
Jobkeeper top-up payments represent additional wages paid as a result of the Jobkeeper scheme.		
(e) Superannuation liability		
Superannuation liability	345,000	-
Superannuation liability represents an obligation that exists to pay retrospective superannuation to contractors that are eligible for superannuation payments.		

Notes to the Financial Statements

For the year ended 30 June 2022

	30 June 2022 \$	30 June 2021 \$
7. CASH AND CASH EQUIVALENTS		
Cash on hand and at bank	142,540	3,016,685
Cash management accounts	2,604,425	3,192,094
Cash held with fund managers	8,686,092	9,763,535
	11,433,057	15,972,314
Cash held with fund managers includes \$3,989,987 (2021: \$7,461,950) of funds in respect of the John Street Estate (refer to note 15).		
8. TRADE AND OTHER RECEIVABLES		
Trade receivables	991,989	624,291
Other receivables	2,865,050	2,888,451
Allowance for expected credit losses	(4,368)	(4,500)
	3,852,671	3,508,242
Other receivables includes \$2,434,692 (2021: \$2,262,948) of funds in respect of the John Street Estate (refer to note 15).		
9. INVENTORY		
Retail products	64,258	61,448
10. OTHER ASSETS		
Prepayments	345,105	249,579
11. PROPERTIES HELD IN TRUST		
Land and buildings	650,000	650,000
Land and buildings consist of 2 (2021: 2) properties contributed to the Council at nil or nominal cost which have been brought to account at the properties' fair value at the date of transfer of title to the Council.		
\$400,000 (2021: \$400,000), relates to a property being a unit located in Claremont transferred from AH Crawford Society but held in trust whilst the subject of a lifetime tenancy agreement.		
\$250,000 (2021: \$250,000), relates to a property being a house and land located in Lower King transferred from a deceased estate but held in trust whilst the subject of a lifetime tenancy agreement.		
Designated by Council		
Land and buildings	650,000	650,000

12. PROPERTY, PLANT AND EQUIPMENT

	30 June 2022 \$	30 June 2021 \$
Land and buildings		
Shenton Park site		
Land - cost	-	-
Buildings - cost	8,556,529	8,556,529
Buildings - accumulated depreciation	(7,007,003)	(6,899,537)
	1,549,526	1,656,992
Subiaco site - administration/services		
Land - cost	6,727,721	6,727,721
Buildings - cost	9,947,775	9,947,775
Buildings - accumulated depreciation	(2,613,341)	(2,262,063)
	14,062,155	14,413,433
Albany site		
Land - cost	900,000	-
Buildings - cost	1,179,353	-
Buildings - accumulated depreciation	(7,371)	-
	2,071,982	-
Total land and buildings	17,683,663	16,070,425
Leasehold improvements		
Nedlands site		
Cost	7,632,377	7,632,377
Accumulated depreciation	(3,326,973)	(3,063,236)
	4,305,404	4,569,141
Administration/Retail		
Cost	91,758	96,542
Accumulated depreciation	(91,151)	(63,713)
	607	32,829
Total leasehold improvements	4,306,011	4,601,970
Plant, equipment and vehicles		
Cost	7,072,172	6,953,895
Accumulated depreciation	(6,234,186)	(6,102,531)
	837,986	851,364
Capital works in progress		
Cost	59,220	-
Total property, plant and equipment	22,886,880	21,523,759

Notes to the Financial Statements

For the year ended 30 June 2022

Land and buildings included at a cost of:

\$8,556,529 (2021: \$8,556,529), the Shenton Park site's buildings and improvements. The Shenton Park buildings and grounds are situated on land held under conditional tenure which states that the land cannot be sold or encumbered without ministerial approval. Should the Minister deem that the land is no longer being used for the specific purposes outlined in the management order, then the land could be forfeited to the Government.

\$7,632,377 (2021: \$7,632,377), the Nedlands site's building improvements. Crawford Lodge is situated on land owned by the Queen Elizabeth II Medical Centre Trust, that the Council is leasing for a peppercorn annual \$1 rental, for a 50 year period, expiring 31 December 2048.

\$16,675,496 (2021: \$16,675,496), relates to the Council's office accommodation located at 420 Bagot Rd, Subiaco.

\$2,079,353 (2021: nil), relates to an accommodation facility located at 47 Grey St East, Albany.

Capital Works In Progress is included at a carrying value of \$59,220 (2021: nil).

Reconciliation 2022	Land & buildings \$	Leasehold improvements \$	Plant, equipment & vehicles \$	Capital works in progress \$	Total \$
Opening written down value	16,070,425	4,601,970	851,364	-	21,523,759
Additions	2,079,353	-	315,176	59,220	2,453,749
Transfers	-	-	-	-	-
Disposals	-	(4,784)	(53,517)	-	(58,301)
Depreciation expense	(466,115)	(291,175)	(275,037)	-	(1,032,327)
Closing written down value	17,683,663	4,306,011	837,986	59,220	22,886,880

**Restricted and designated
Restricted by statute**

	30 June 2022 \$	30 June 2021 \$
Land and buildings - Shenton Park	1,549,526	1,656,992
Land and buildings - Nedlands	4,305,404	4,569,141
	5,854,930	6,226,133

Designated by Council

	30 June 2022 \$	30 June 2021 \$
Land and buildings - Administration/Services	14,062,155	14,413,433
Land and buildings - Albany Site	2,071,982	-
Leasehold improvements - Administration/Services	607	32,829
Plant, equipment and vehicles	837,986	851,364
	17,031,950	15,297,626

13. RIGHT-OF-USE ASSETS

	30 June 2022 \$	30 June 2021 \$
Cost	654,112	771,294
Accumulated depreciation	(422,714)	(300,950)
Total right-of-use assets	231,398	470,344

The Council leases land and buildings for regional offices and its retail outlet under agreements of between one and ten years with, in some cases, options to extend. On renewal, the terms of the leases are renegotiated. The Council also leases office plant and equipment and motor vehicles under agreements of less than six years.

A right-of-use asset is recognised at the commencement date of a lease. The right-of-use asset is measured at cost plus an estimate of make good costs at the lease termination.

14. FINANCIAL ASSETS**Current**

Financial assets		
Term deposits - at amortised cost	5,064,561	2,100,226

Non-current

Financial assets		
Financial assets - at fair value through profit or loss	42,441,558	46,594,497

Non-current financial assets includes \$12,068,098 (2021: \$11,685,153) of funds in respect of the John Street Estate (refer to note 15).

15. TRADE AND OTHER PAYABLES**Current**

Trade creditors and accruals	2,450,189	2,404,047
Research grants payable	2,654,089	2,621,258
Contract liabilities	8,707,362	6,321,186
	13,811,640	11,346,491

Non-current

Funds held in trust - Street Estate	18,453,068	21,410,050
-------------------------------------	------------	------------

Funds donated from the Estate of John Street for the purpose of the establishment of a new Palliative Care Hospice facility or capital improvements to an existing Palliative Care Hospice facility, have been classified as a non-current liability and shall be recognised in profit or loss over time as the obligations of the funding are satisfied. The funding obligations do not stipulate a specific period for use of the funds and no timetable has been set by the Council.

Funds held in trust - Street Estate

Opening balance	21,410,050	-
Transfer of financial assets	31,118	21,171,689
Fund gain/loss	(839,596)	238,360
Purchase of property at 47 Grey St East, Albany	(2,148,503)	-
Closing balance	18,453,068	21,410,050

Notes to the Financial Statements

For the year ended 30 June 2022

	30 June 2022 \$	30 June 2021 \$
16. EMPLOYEE BENEFITS		
Current		
Employee entitlements	1,197,912	1,245,704
Non-current		
Employee entitlements	342,396	232,042
17. LEASE LIABILITIES		
Current		
Lease liability	77,066	100,606
Non-current		
Lease liability	188,400	405,226
18. RESERVES		
(a) Research commitment reserves		
Research grants and fellowships		
Commitments contracted for at the reporting date, but not recognised as liabilities are as follows:	2 to 5 years	2 to 5 years
Research fellowship grants	1,216,459	1,068,959
Research program grants	1,151,070	1,580,901
	2,367,529	2,649,860

Research program and fellowship grants

Liabilities for research program and fellowship grants ('grants') are recognised when the Council has a present or constructive obligation as a result of a past event, it is probable that an outflow of economic resources will be required to settle the obligation and the amount can be reliably estimated.

The Council has determined that it has a constructive obligation and has recognised as a liability the share of grants that are contracted and expected to be settled within 12 months from the reporting date.

The Council has also determined that the share of grants that are contracted and expected to be settled greater than 12 months from the reporting date are subject to performance conditions required by the grant recipient to activate a constructive obligation. Accordingly, these amounts are not recognised as a liability and are disclosed as grant commitments.

(b) Designated reserves

	Special funds \$	Research fund reserve \$	Other restricted funds \$	Total \$
Opening balance 1 July 2021	1,681,722	4,095,633	1,764,071	7,541,426
Additions	2,405	18,727	3,737	24,869
Transfers (to)/from accumulated surpluses	-	(1,678,882)	(269,353)	(1,948,235)
Closing balance 30 June 2022	1,684,127	2,435,478	1,498,456	5,618,061

Special funds

Special funds are donations or bequests received with a condition that the funds be invested and only the income used for specific purposes.

Research fund reserve

The research fund reserve was created as a result of donor or bequest funding restricted in application to the purposes of nominated research topics. The restrictions apply to both capital and income.

Other restricted funds

Other restricted funds are donations or bequests received for specific projects which are ongoing or yet to be completed.

	Note	2022 \$	2021 \$
(c) Property, plant and equipment reserves			
Restricted by statute	12	5,854,930	6,226,133
Designated by Council	12	17,031,950	15,297,626
Property held in trust	11	650,000	650,000
		23,536,880	22,173,759
Research commitment reserves	18(a)	2,367,529	2,649,860
Designated reserves	18(b)	5,618,061	7,541,426
Total reserves		31,522,470	32,365,045

19. REMUNERATION OF AUDITORS

The following fees were paid or payable for services provided by RSM Australia Pty Ltd, the auditor of the Council:

Audit of the financial statements	33,000	31,500
	33,000	31,500

Notes to the Financial Statements

For the year ended 30 June 2022

30 June 2022	30 June 2021
\$	\$

20. KEY MANAGEMENT PERSONNEL DISCLOSURE

Members of the Board serve in a voluntary capacity and are not remunerated. Aggregate compensation made to directors and other members of key management personnel of the Council is set out below:

Short term employee benefits	983,397	951,467
Post-employment benefits	88,968	81,217
	1,072,364	1,032,684

21. RELATED PARTY TRANSACTIONS**(a) Transactions with related parties**

There were no transactions with related parties during the current and previous financial year.

(b) Receivables from and payable to related parties

There were no receivables from or payables to related parties at the current and previous reporting date.

(c) Loans to/from related parties

There were no loans to or from related parties at the current and previous reporting date.

22. FAIR VALUE MEASUREMENTS**Fair Value Hierarchy**

The following tables detail the Council's assets and liabilities, measured and disclosed at fair value, using a three level hierarchy, based on the lowest level of input that is significant to the entire fair value measurement, being:

Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3: Unobservable inputs for the asset or liability.

30 June 2022		Note	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
Assets						
Financial assets - at fair value through profit or loss	14		42,441,558	-	-	42,441,558
Total assets			42,441,558	-	-	42,441,558
30 June 2021		Note	Level 1 \$	Level 2 \$	Level 3 \$	Total \$
Assets						
Financial assets - at fair value through profit or loss	14		46,594,497	-	-	46,594,497
Total assets			46,594,497	-	-	46,594,497

23. CONTINGENT LIABILITIES

The Council has no contingent liabilities as at 30 June 2022 (2021: Nil).

24. EVENTS AFTER THE REPORTING PERIOD

No matter or circumstance has arisen since 30 June 2022 that has significantly affected, or may significantly affect the Council's operations, the results of those operations, or the Council's state of affairs in future financial years.

Independent Auditor's Report



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AUDITOR'S INDEPENDENCE DECLARATION

As lead auditor for the audit of the financial report of Cancer Council Western Australia Inc. for the year ended 30 June 2022, I declare that, to the best of my knowledge and belief, there have been no contraventions of:

- (i) the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- (ii) any applicable code of professional conduct in relation to the audit.


RSM AUSTRALIA PTY LTD


MATTHEW BEEVERS
Director

Perth, WA
Dated: 20 September 2022

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INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CANCER COUNCIL WESTERN AUSTRALIA INC.

Opinion

We have audited the financial report of Cancer Council Western Australia Inc., (the 'Council'), which comprises the statement of financial position as at 30 June 2022, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the statement by the Board.

In our opinion, the accompanying financial report of Cancer Council Western Australia Inc., has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- (a) giving a true and fair view of the Council's financial position as at 30 June 2022 and of its financial performance and cash flows for the year ended on that date; and
- (b) complying with Australian Accounting Standards – Simplified Disclosures and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards – Simplified Disclosures. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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Independent Auditor's Report



Other Information

Those charged with governance are responsible for the other information. The other information comprises the information included in the Council's Annual Report for the year ended 30 June 2022 but does not include the financial report and the auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Report

The Board of the Council are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Simplified Disclosures and the Australian Charities and Not-for-profits Commission Act 2012 and for such internal control as the Board determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board of the Council is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf. This description forms part of our auditor's report.



Report on the requirements of the Charitable Collections Act (1946) (WA) and the Charitable Collections Regulations (1947) (WA)

Opinion

We have audited the financial report of the Association, as required by the Charitable Collections Act (1946) (WA) and the Charitable Collections Regulations (1947) (WA).

In our opinion:

- (a) The financial report of the Council has been properly prepared, and the associated records have been properly kept for the year ended 30 June 2022, in accordance with the Charitable Collections Act (1946) (WA) and the Charitable Collections Regulations (1947) (WA); and
- (b) Funds received as a result of fundraising activities conducted during the year ended 30 June 2022 have been properly accounted for and applied in accordance with the Charitable Collections Act (1946) (WA) and the Charitable Collections Regulations (1947) (WA);

Auditor's Responsibilities

Our procedures included obtaining an understanding of the internal control structure for fundraising appeal activities and examination, on a test basis, of evidence supporting compliance with the accounting and associated record keeping requirements for fundraising activities pursuant to the Charitable Collections Act (1946) (WA) and the Charitable Collections Regulations (1947) (WA).

Because of the inherent limitations of any assurance engagement, it is possible that fraud, error or non-compliance may occur and not be detected. An audit is not designed to detect all instances of non-compliance with the requirements described in the above-mentioned Acts and Regulations as an audit is not performed continuously throughout the period and the audit procedures performed in respect of compliance with these requirements are undertaken on a test basis. The audit opinion expressed in this report has been formed on the above basis.


RSM AUSTRALIA PTY LTD

MATTHEW BEEVERS
Director

Perth, WA
Dated: 20 September 2022

Statement by the Board

For the year ended 30 June 2022

In the opinion of the Board of Cancer Council Western Australia Inc. (the Council):

- the attached financial statements and notes comply with the Australian Accounting Standards - Simplified Disclosures, the Australian Charities and Not-for-profits Commission Act 2012, the Associations Incorporation Act 2015 (WA), and Charitable Collections Act 1946 (WA) and associated regulations and other professional reporting requirements;
- the attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2022 and its performance for the financial year ended on that date;
- the operations of the Council have been carried out in accordance with the Constitution and Rules of the Council; and
- there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

Signed in accordance with a resolution of the Board by:



Dr Ruth Shean AO

President and Chair



Tracie Clark

Chair Finance Committee

Dated this the 20 day of September 2022

Frequently Asked Questions

How much income was generated in 2021 - 2022?

Total operating income for the year ending 30 June 2022 from all of our activities was \$30.1 million.

What were the main sources of income in 2021 - 2022?

Community and fundraising events, donations and bequests raised over \$12.4 million this financial year, accounting for 41.2 per cent of operating income. Other significant revenues were sourced from grants for cancer education and prevention programs, from reimbursements for the Patient Assisted Travel Scheme and from investments.

What income or support do you receive from the government?

We do not receive any direct funding from the government for our cancer information and support services. We receive grants from the government to run specific programs in the areas of health promotion, cancer prevention and health professional education. This grant income allows us to run large-scale campaigns such as Make Smoking History, SunSmart and LiveLighter®. These campaigns are often run in partnership with other health organisations to maximise impact.

How much did it cost to operate the organisation this year?

We spent \$31.5 million on operational expenses this year, with over \$25.7 million of this allocated to our research, education and prevention programs, and our cancer information and support services.

How much did you spend on research, and how do you decide what to fund?

This financial year, we invested over \$2.5 million in funding and administering cancer research projects. We decide which grant applications to fund through a strict peer review process.

Each grant application is evaluated by our Research Grants Advisory Committee or by one of its Subcommittees, which include locally and internationally recognised researchers, as well as trained consumer representatives.

The role of our Committee and its Subcommittees is to assess and recommend proposals for funding on the basis of their scientific quality, and to ensure the research we fund is relevant to our community and meets their needs. This competitive structure enables us to direct funding to the most promising research conducted across a range of institutes and universities, wherever the best research occurs. Our Research Committees generously volunteer their time, knowledge and expertise.

What do your administration costs include?

Our administration costs include accounting, occupational health and safety, human resource management, contracts administration, and information technology. These costs enable us to run all aspects of our organisation effectively and accountably.

Efficient infrastructure underpins all areas of our work including our cancer support services, our cancer prevention programs, and our research funding program. These frameworks also ensure that our fundraising activities are absolutely transparent. As a non-profit organisation, we are committed to keeping these costs as low as possible; however, it is essential we have the highest standards of accountability and transparency, and we make the necessary investment to ensure these obligations are met.

Who decides where Cancer Council WA spends its money?

The Board and the Executive approve a complete financial budget each year, which has been developed by Cancer Council WA staff. Quarterly performance against this budget is reported to the Finance Committee, a subcommittee of the Board. Our Board and Finance Committee generously volunteer their time, knowledge and expertise.

Financials

Where our funds came from in 2021-2022

Fundraising **49%**

Bequests **35%**

Earnings on income **11%**

Retail **5%**



How we put your funds to work in 2021-2022

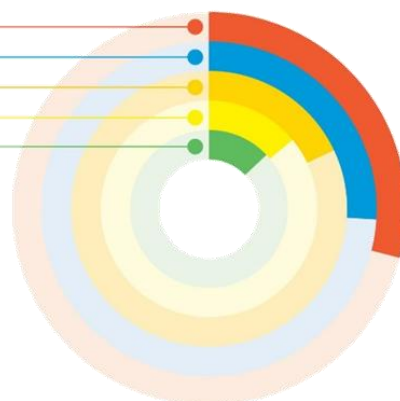
Support **29%**

Fundraising **26%**

Research **18%**

Administration **14%**

Prevention and Education **13%**



GOVERNANCE

Our Structure

BOARD

Dr Ruth Shean AO
President

Mr Gavin Bain
Vice President

Ms Suzanne Ardagh

Dr Paul Cannell

Ms Cheryl Chan

Mr Giacomo Alampi-Sottini

Ms Tracie Clark

Prof Ruth Ganss

Prof Anna Nowak

Mr Michael McNulty (*appointed November 2021*)

Mr Jason Clifton (*appointed November 2021*)

Ms Pina Caffarelli (*retired November 2021*)

Mr Matt Kelly (*retired November 2021*)

Prof Cobie Rudd (*retired November 2021*)

EXECUTIVE TEAM

Mr Ashley Reid
Chief Executive Officer

Mr Martin Hall
Corporate Services Director

Ms Melissa Ledger
Cancer Prevention and Research Director

Ms Melanie Marsh
Cancer Information and Support Services Director

Ms Lillian Ryan
Marketing and Fundraising Director

Life Members

Mrs L Barter	Mr R Keall	Mrs S Parker	Mr R Walker
Mrs L Carroll	Mr J McGowan	Mr H Sheiner	Prof M Walters
Mr G Cornish	Mrs M Nuttall	Mrs A Thompson	Mrs A Wilmot
Mrs J Hynam			

SUBCOMMITTEES

Finance Committee

Ms Tracie Clark
Chair

Dr Ruth Shean AO

Mr Michael McNulty (*commenced November 2021*)

Mr Jason Clifton (*commenced November 2021*)

Mr Tim Leach (Honorary member)

Ms Pina Caffarelli (Honorary member)

Mr Matt Kelly (*retired November 2021*)

Nominations and Membership Committee

Ms Cheryl Chan
Chair

Ms Suzanne Ardagh

Mr Gavin Bain

Dr Ruth Shean AO

Prof Anna Nowak

Mr Matt Kelly (*retired November 2021*)

Governance and Risk Committee

Ms Suzanne Ardagh
Chair

Dr Paul Cannell

Ms Cheryl Chan (*commenced February 2022*)

Prof Ruth Ganss (*commenced February 2022*)

Ms Pina Caffarelli (*retired November 2021*)

Mr Giacomo Alampi-Sottini (*resigned February 2022*)

RESEARCH COMMITTEES

Community Representatives

Diana Andrew

Joanne Blight

Dan Byles

Peter Colvin

Barbara Daniels

Julie Duxbury

Susan Hayes

Simon Hicks

Angela Hon

Kristen Huey

Irene Ioannakis

Cale Johnson

Mar Knox

Karen La

Wen-Jun Lee

Marissa MacDonald

David Miller

Liam Munday

Sarah Plant

Olivia Thomas

Annabelle Wellham

Kilian Woulfe

Research Grants Advisory Committee

Prof David Preen
Chair

Prof Daniel Galvão

Prof Ruth Ganss (*retired December 2021*)

A/Prof Georgia Halkett

A/Prof Evan Ingley

Prof Terry Johns

A/Prof Juliana Hamzah (*commenced April 2022*)

Dr Willem Lesterhuis

Prof Delia Nelson

A/Prof Fiona Pixley

Dr Andy Redfern

A/Prof Alison Reid (*retired June 2021*)

Postdoctoral Subcommittee

A/Prof Juliana Hamzah (*commenced April 2022*)
Chair

A/Prof Georgia Halkett (*retired December 2021*)
Chair

Prof Fraser Brims

Dr Ben Dessauvague

Dr Connie Jackaman

Dr Carolyn McIntyre

A/Prof Jennifer Stone

Collaborative Cancer Grant Scheme Subcommittee

Prof Fiona Pixley
Chair

Prof Deidre Combe

Dr Lucy Gilks

A/Prof Elin Gray

Prof Moira O'Connor

Dr Jason Waithman

Prof Lisa Whitehead

Pre-doctoral Subcommittee

Prof Delia Nelson
Chair

Dr Rodrigo Carlessi

Dr Sung Kai Chiu

Dr Omar Elaskalani

Dr Jennifer Girschik

Dr Meegan Howlet

Dr Vincent Kuek

Dr Weitao Lin

Dr Ankur Sharma

Dr Nicole Smith

Dr Karen Taylor

Dr Gina Trap (*retired January 2022*)

Dr Yu Yu

Our Board**Dr Ruth Shean AO** | President and Chair*Appointed May 2019*

Ruth worked with the WA Government for 18 years as Director General of the Department of Training and Workforce Development, the Disability Services Commission and the Department for Community Development. She was Commissioner for Public Sector Standards, the government watchdog which oversaw standards within the public sector and assisted with the appointment of government CEOs. Prior to joining government, she was CEO of the Cerebral Palsy Association of WA and Executive Officer of the Australian Council on Smoking and Health.

Ruth has held leadership positions on reviews and committees for both state and federal government. She has experience in university governance, having been on governing councils of both Curtin and Murdoch Universities, where she was Pro Chancellor. Ruth has a Master's Degree and a Doctorate of Philosophy from the University of Western Australia. She is a Fellow of the Governance Institute of Australia and the Australian Institute of Company Directors, and is Chair of the National Centre for Vocational Education Research. In November 2019, Ruth was elected as Chairperson of the Cancer Council WA Board and CCWA's President. Ruth is also a Board member of Cancer Council Australia.

**Gavin Bain** | Vice President*Appointed September 2016*

Gavin is National Consulting Director for Wunderman Thompson and Managing Director of the 40 strong team in Perth. He is responsible for the strategic stewardship of the brands he works with and the ongoing development of the agency culture and team. With over 20 years in executive roles at creative agencies, and 15 years in client-side roles, Gavin has led the evolution of businesses from advertising to creative consultancies in the communications space. Known for leading businesses with a strong talent and cultural framework, Wunderman Thompson's success is underpinned by Gavin's approach to building team structures that deliver outstanding results. Gavin is also a Board member of the Advertising Institute of Australia.

**Suzanne Ardagh***Appointed September 2014*

Suzanne is a governance professional and Director with more than 30 years' experience. Her career has spanned diplomacy, corporate affairs, tertiary education and membership associations. She has an extensive background in business strategy, marketing, communications, international affairs and corporate governance. Suzanne's career has spanned Europe, Latin America and South East Asia where she established the international arm of the Australian Institute of Company Directors. As a Director, Suzanne has served on both international and national Boards in the health sector, sport, international aid development and the arts over the past 15 years.

**Dr Paul Cannell***Appointed May 2016*

Paul graduated from The University of Western Australia in 1981. He trained as a Haematologist in Perth and spent two years post fellowship in the Haematology Department at the Royal Free Hospital in London working as a Research Fellow in the department of Professor Victor Hoffbrand. He was appointed as a Consultant Haematologist to Royal Perth Hospital in 1993. He was appointed as Head of Service in 2005 and continued in this position until transferring to Fiona Stanley Hospital in 2014 where he holds the posts including Co-Director of Medical and Surgical Specialties and Discipline Lead for PathWest Haematology. He continues to practice as a clinician with particular interest in haematologic malignancy and bone marrow transplantation.

**Cheryl Chan***Appointed November 2016*

Cheryl has over 20 years' experience as a lawyer, specialising in employment and discrimination law, and has worked across a number of different industries such as oil and gas, retail, financial services, health, education and government. Cheryl currently runs an employment law and investigations business, Remotely Legal. Cheryl is also on the Board of Health Support Services (part of WA Health) and chairs the People and Performance sub-committee. In 2020, Cheryl was named Senior Lawyer of the Year by the Asian Australian Lawyers Association for her leadership, innovation and promotion of cultural diversity. In 2019, Cheryl was named Woman Lawyer of the Year by the Women Lawyers of Western Australia for her professionalism, influence and advocacy for women. Cheryl was also named as a leading employment and safety lawyer by Doyle's Guide in 2020 and 2021.

**Giacomo Alampi-Sottini***Appointed May 2018*

Giacomo is an executive leader who specialises in technology strategy and digital transformation. His most recent roles include Manager Technical Services and Manager Technology Design & Architecture at BHP following a successful transition from the finance sector where he led the development and deployment of Online Banking Systems for Bankwest. He has 10+ years of management experience, with a strong technical and financial background, currently managing the technology design of the BHP Iron Ore production systems portfolio. Giacomo has led cultural change and introduced key new technologies in all previous organisations as well as built and managed high-performing teams. He is proficient at navigating an always-evolving technology landscape and competing business priorities, creating the conditions for successful delivery of complex initiatives.



Our Board

Tracie Clark

Appointed December 2018

Tracie is an accomplished adviser and investment professional with 23 years' experience in Investment Management, Financial Services, Accounting and Business Strategy. Currently the Investment Director of a private investment company, Tracie has founded two successful Financial Services businesses, worked in senior leadership teams and as a consultant. Through her career she has developed strong industry knowledge across a variety of sectors including finance, medical technologies and retail. Tracie has a Bachelor of Commerce (Accounting and B Law), is a Certified Practising Accountant and a graduate of the Australian Institute of Company Directors. She is a member of our Finance Committee, Vice chair of Perth Investment Angels, and a mentor for the CSIRO On Accelerate program. She is heavily involved in Perth's start-up community and has a passion for supporting innovation and mentoring future entrepreneurs.



Professor Ruth Ganss

Appointed November 2019

Ruth is the Head of the Cancer Microenvironment Laboratory at the Harry Perkins Institute of Medical Research and holds a professorial appointment at the University of Western Australia. Her research group at the Harry Perkins Institute has a strong focus on immunotherapy and new drug design with commercial partnerships. Ruth obtained her PhD at the University of Heidelberg in 1994 and, over the last 25+ years, has conducted internationally competitive cancer research in Germany, the US and Australia. From 2008-2012, Ruth was the inaugural Cancer Council WA Research Fellow, has served for 10 years on the Cancer Council WA Research Committee and, in 2014, received the inaugural Cancer Council WA Cancer Researcher of the Year Award. She has held leadership positions in national and international research and scientific advisory committees. Ruth also serves on the Board of the Cancer Research Trust in WA.



Professor Anna Nowak

Appointed March 2020

Anna is Acting Deputy Vice Chancellor (Research) at The University of Western Australia (UWA) and has had a long career as a Medical Oncologist and cancer researcher. Since 2018, she has been the Director of the National Centre for Asbestos Related Diseases (NCARD), an NHMRC Centre for Research Excellence based at UWA and studying mesothelioma immunology, biomarkers, and translational clinical trials. The work Anna did on her own PhD more than 20 years ago, investigating the combination of immunotherapy and chemotherapy, is now reflected in the international randomised trial DREAM3R that commenced in 2021. Anna also completed a post-doctoral fellowship in clinical trials and quality of life research, giving her a unique translational perspective with expertise in laboratory science, clinical trials, and patient-rated outcomes. She was recently awarded the prestigious international award, the Wagner Medal, for her contribution to mesothelioma research, and the inaugural Martin H Tattersall Heroes award for her contribution to Medical Oncology.



Michael McNulty

Appointed November 2021

Michael is the Office Managing Partner of the Perth Deloitte office and has over 30 years of consulting experience across a broad range of industries. Michael specialises in large-scale organisational transformation and business process improvement.

Michael also has a passion for making an impact in the community. He is a Director of the Wirrpanda Foundation, former Chairman of Leadership WA, and the former Chairman of Workpower Inc. Michael is a Board member of Deloitte Australia, and a Director of the Deloitte Foundation. The Deloitte Foundation is responsible for the firm's community programs including skilled volunteering, pro bono services, community engagement and financial assistance.



Jason Clifton

Appointed November 2021

Jason is a finance professional with over 25 years' experience across banking, technology and resources industries. His roles in complex, heavily regulated businesses with a broad range of stakeholders has provided extensive experience in strategy, capital management; business integration and governance. Jason is the Chief Financial Officer at Australian Strategic Materials where he is responsible for finance and business development. Jason's previous roles include Senior Vice President Financial Services at Woodside Energy, Chief Financial Officer of Bankwest and Chief Financial Officer of Westpac New Zealand. Past governance roles include as a Board Member of Volunteering WA, WA Council Financial Services Institute of Australia, Bankwest Foundation Advisory Committee Chair and Chartered Accountants Institute Auckland Leadership Group. Jason holds a Bachelor of Commerce from UWA, is a Fellow of the Institute of Chartered Accountants, a Fellow of the Financial Services Institute of Australia and a Member of the Australian Institute of Company Directors.





Research program supporters 2022

Our strong cancer research culture in WA translates into improved outcomes for West Australian cancer patients and better early detection. We thank our supporters who are passionate about funding cancer research. Thanks to you, we are getting closer to a cancer free future.

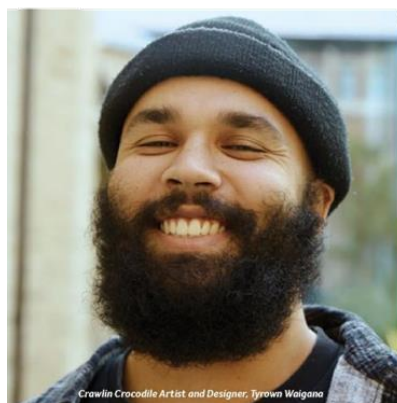
Estate of Veronica Adams	Noonan Family
Anonymous	In memory of Sheila Nugent
Abbie Basson Sarcoma Foundation	The initiative for cancer research into the diagnosis and treatment of Gastro Intestinal Stromal Cancer through the provision of the late Sandra O'Keefe by including a gift in her Will to make this research possible
Estate of Donald Bakes	Peter O'Shaughnessy for Deeny O'Shaughnessy
Marie-Claude Beugge-Meunier	The Joseph & Betty Pitschel Pain Relief Fund
Blueprint Wealth	Neil and Melanie Rae
Leah Jane Cohen	Mavis Sands Bequest
The Peter and Iris Cook Grant for Metastases Research	Laura Shannon
Cumpston Family	Jill Tilly
Estate of Shirley Ellis	The initiative for cancer research into the diagnosis and treatment of prostate cancer through the provision of the late Alan Tuthill by including a gift in his Will to make this research possible
Friends of Cancer Council WA	Edward & Patricia Usher Research Fund
Estate of Ida Gordon	Estate of Rosemary Grant Zaks
Hendrik's Hair Hunting	The Zampedri Family
The Annadora Horne and Thelma Norris Trust Fund	
Estate of James Kennedy	
The Lally Family	
RE & FJ Ledger Charitable Trust	
Lions Cancer Institute Karen and Joshua Chinnery PhD Top Up Scholarship	
Jannifer Joy Mason	
Momentum for Australia Ltd	
P New	
Estate of Roy Nivison	

For information about supporting our research program, call **08 9212 4333** or email donations@cancerwa.asn.au.

Crawlin Crocodile

In the interest of deepening connections with Aboriginal and Torres Strait Islander people, Cancer Council WA engaged Tyrown Waigana for his design services, to develop a style guide which could be integrated across branded materials for indigenous communities. Tyrown's family background can be traced to Wandandi Noongar people from South West Western Australia and Ait Koedal people from Saibai Island in the Torres Strait.

We sat down with Tyrown to find out more about *Crawlin Crocodile*.



Crawlin Crocodile Artist and Designer, Tyrown Waigana

As an artist and designer, I draw upon both my Aboriginal and Torres Strait Islander heritage. My practice includes graphic design, illustration, painting, sculpture and animation.

Whilst I was born in Fremantle, I grew up in the surrounding suburbs, on Whadjuk Noongar land. I studied creative advertising and illustration locally at Curtin University, which allowed me to gain a suite of technical skills.

Crawlin Crocodile has formally been around since 2019, from which I have been working for myself full-time.

Crawlin Crocodile is a brand that encompasses my creative practice from indigenous-styled graphics for the corporate sector, to high-concept fine art. I offer many different services, including digital-based indigenous styled graphics and artwork.

All my work comes with an artwork breakdown, with specific details and suggested usage for the work. I also offer illustration services, in which I can create for traditional and digital mediums.

Whilst I have worked on a large variety of projects, I like to take on work which allows me to grow as a creative and really challenges me. I have done indigenous-styled brand packs for corporations, picture and comic books, and large scale public artworks (both digital and painted).

Brands should engage with local artists like me, as we can create highly intuitive designs, creating a connection with indigenous people.

I also have technical skills to fit a brand's requirements. This means I can create work that integrates with their branding, making it unique to their identity.

I'm always learning and adapting in both technical skill and social understanding of "indigenous artwork". I continuously reflect on this aspect of my practice, to ensure what I'm making is culturally safe to use.

One of the biggest challenges I face as an Aboriginal and Torres Strait Islander artist, is making artwork that connects to indigenous people from all over the country, without encroaching on their specific customs, rituals and beliefs.

It's often challenging to know what is considered a traditional indigenous design and what is derived from a contemporary understanding of indigenous artwork. Balancing these two perspectives and providing a brand with a design, which is culturally safe to create and for a brand to use (without being offensive), can be quite difficult.

Despite these challenges, it's been a privilege taking indigenous art into the digital space. I've learnt so much about contemporary indigenous art and how the aesthetic has come to be. It has also opened up many opportunities for me, both professionally and socially.

My biggest achievement so far is my career as a whole. I have built a life where I can create for a living. In terms of measurable success, my two biggest achievements are winning the 2020 NAIDOC poster competition and being a finalist at the 2022 Telstra NATSIAA.

I have also thoroughly enjoyed working with Cancer Council WA. I love the fact they wanted an integrated design, building indigenous artwork into their branding. I believe this is a more holistic and appropriate way for a brand to approach the indigenous community.

Cancer Council WA branding has bright, bold colours. These were fun to play with and simple icons, which could be reworked.

I also really liked working with Cancer Council WA, as they are looking out for West Australians' health, when many indigenous people still feel uncomfortable seeking medical services.

By working with Cancer Council WA, I hope to help make their cancer-related information and support services more approachable for Aboriginal and Torres Strait Islander people.

Whilst it's inauthentic to have a non-indigenous artist create indigenous designs, there are also detrimental economic factors, which further disenfranchise indigenous people.

Therefore, it's so important for brands to engage with an Aboriginal and Torres Strait Islander artist like myself, who has a background and knowledge of indigenous heritage, art and culture.

In my opinion, it's also the appropriate and ethical thing to do. I firmly believe indigenous art is based on the unique prescriptive of the indigenous person.

Tyrown Waigana

Artist and Designer, *Crawlin Crocodile*



Cancer Council WA's Indigenous Graphic

This graphic extends Cancer Council's branding and values into contemporary indigenous Australian themes. It will be used across Western Australia to deepen the connection with Aboriginal and Torres Strait Islander people. Having a visual that directly relates to these communities will make them feel more welcome and comfortable, therefore assisting to bridge the gap in cancer information.

The graphic's aesthetic plays heavily on a floral theme which relates back to Cancer Council's logo of a daffodil. It also uses the primary branding colours of yellow, blue and white. This, in conjunction with bold styling, creates a positive and vibrant graphic.



For support and information on cancer and cancer-related issues, call our cancer nurses on **13 11 20**.

This is a confidential service for the cost of a local call.

Cancer Council Western Australia

Level 1, 420 Bagot Road
Subiaco WA 6008

T: 08 9212 4333

F: 08 9212 4334

Supporter Hotline: 1300 65 65 85

Join our community





cancerwa.asn.au



In the spirit of deepening relationships, Cancer Council WA acknowledge all the traditional custodians and owners of country throughout Western Australia and recognise their continuing connection to land, waters and community. We also pay our respect to their Elders and extend that respect to all Aboriginal peoples living and working in this area.



13.2 RESOLUTION TO PREPARE NEW LOCAL PLANNING SCHEME AND ASSOCIATED SCHEME AMENDMENT PARTIAL MORATORIUM

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.3 Make decisions that respect our strategic vision for the District.
SUBJECT INDEX	Review of Local Planning Scheme No 21
BUSINESS UNIT	Strategic Planning
REPORTING OFFICER	Senior Strategic Planner - Joanna Wilkinson
AUTHORISING OFFICER	Director Planning and Development Services - Paul Needham
NATURE OF DECISION	Legislative: adoption of “legislative documents” such as local laws, local planning schemes and local planning policies
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Council Policy: Partial Moratorium on Scheme Amendments  

The officer recommendation was moved and carried.

COUNCIL DECISION

C2304/065

Moved Councillor P Carter, seconded Councillor M Love

That the Council:

1. Pursuant to Regulation 19 of the Planning and Development (Local Planning Schemes) Regulations 2015, resolves to prepare a local planning scheme.
2. Pursuant to Regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises the resolution to prepare a local planning scheme.
3. Resolves to introduce a partial moratorium on further amendments to Local Planning Scheme No. 21, effective immediately, such that uninitiated amendments will not be reported to the Council and will be held over pending final approval of the new local planning scheme, except if an amendment is:
 - (a) a standard amendment that meets the criteria set out in the Council Policy ‘Partial Moratorium on Scheme Amendments’ (Council Policy) (Attachment A); or
 - (b) a complex amendment, prepared by the City, that relates to a development contribution area or development contribution plan; or
 - (c) a basic amendment.
4. Resolves to adopt the Council Policy.
5. Requires broad communication of the moratorium and Council Policy, including an explanation of the need for each.
6. Reviews the terms of the moratorium and Council Policy when the draft local planning scheme is presented to Council for a resolution to proceed to advertise.

CARRIED 8/0

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OFFICER RECOMMENDATION

That the Council:

1. Pursuant to Regulation 19 of the Planning and Development (Local Planning Schemes) Regulations 2015, resolves to prepare a local planning scheme.
2. Pursuant to Regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, advertises the resolution to prepare a local planning scheme.
3. Resolves to introduce a partial moratorium on further amendments to Local Planning Scheme No. 21, effective immediately, such that uninitiated amendments will not be reported to the Council and will be held over pending final approval of the new local planning scheme, except if an amendment is:
 - (a) a standard amendment that meets the criteria set out in the Council Policy 'Partial Moratorium on Scheme Amendments' (Council Policy) (Attachment A); or
 - (b) a complex amendment, prepared by the City, that relates to a development contribution area or development contribution plan; or
 - (c) a basic amendment.
4. Resolves to adopt the Council Policy.
5. Requires broad communication of the moratorium and Council Policy, including an explanation of the need for each.
6. Reviews the terms of the moratorium and Council Policy when the draft local planning scheme is presented to Council for a resolution to proceed to advertise.

EXECUTIVE SUMMARY

Actioning a direction issued by the Western Australian Planning Commission (WAPC) in 2019, this report recommends the Council resolve to prepare a new local planning scheme (Scheme 22) and advertise notice of that resolution.

The report also recommends the Council introduce a partial moratorium, effective immediately, on further amendments to *Local Planning Scheme No. 21* (Scheme 21), but sets out circumstances for some amendments to be accepted, and recommends that those circumstances be supported by the introduction of a new Council Policy.

BACKGROUND

Scheme 21 was gazetted on 15 October 2014 and applies to the whole District of the City of Busselton.

Following the enactment of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), elements of Scheme 21 became redundant or outdated as they were superseded by the Deemed Provisions that form part of the Regulations, and/or were inconsistent with the Model Provisions (also part of the Regulations). To address this issue Council resolved on 26 April 2017 (C1704/088) to progress a series of omnibus amendments to Scheme 21. The amendments were supported by the strategies set out in the (then) draft *Local Planning Strategy* and various other 'sector-based strategies', and a number of the amendments were indeed progressed and finalised.

Five years after gazettal of Scheme 21, the City was required to prepare a 'Report of Review', i.e. a report to the WAPC on the operation of the scheme. The report found that Scheme 21 did not need to be repealed and replaced, but did need to be further amended. Council considered and adopted the 'Report of Review' at its Ordinary Meeting of 22 May 2019 (C1905/096). The preparation of a new local planning scheme was not supported by the Council at that time because:

1. The draft *Local Planning Strategy* had not received final endorsement from the WAPC.
2. The decision allowed for the progression of developer-driven amendments to Scheme 21.
3. Further technical investigations were required to support special control areas (for example the City's now completed *Coastal Hazard Risk Management and Adaptation Plan 2022*).

The WAPC however resolved on 1 October 2019 not to support the City's 'Report of Review' and instead required, primarily for the following reasons, the City to prepare a new local planning scheme:

1. To ensure timely compliance and consistency of the City's scheme with relevant State legislation, planning policies, and contemporary planning and development controls.
2. To address complex planning issues and inefficient operation of Scheme 21, which are best resolved through the preparation of a new scheme.

Since 2020 officers have been engaged in preliminary work to inform the preparation of Scheme 22. Should the Council resolve to prepare a new scheme, then a further report will be required seeking a resolution to advertise Scheme 22. It is anticipated this will occur toward the end of 2023.

OFFICER COMMENT

Resolution to prepare a new scheme

Scheme 22 will seek to achieve alignment with the State planning framework, with minimal substantive change to planning and development outcomes. However some planning issues that are unique to Scheme 21 and/or the broader Leeuwin-Naturaliste sub-regional area are required to be addressed. For example:

1. The zoning and/or designation of reserves over private land, for example east of Causeway Road, broadly surrounding Molloy Street.
2. Lot density bonuses for some Residential zoned lots, that are greater than density bonuses permitted through the Residential Design Codes.
3. Provisions set out in *Statement of Planning Policy 6.1 Leeuwin-Naturaliste Ridge Policy* that have been incorporated into zones unique to Scheme 21, noting that those 'unique' zones are required to be renamed and/or consolidated, to be consistent with the current State planning framework, and some provisions unique to those zones will be lost.

To inform potential changes to the new scheme, officers will engage in a series of meetings with key government agencies. An assessment of bushfire risk is also required, and a study has been commissioned to assess that risk for the parts of the District that are under-developed and/or of high environmental value.

Amendment moratorium

The proposed partial moratorium on amendments to Scheme 21 is intended to ensure orderly and proper planning outcomes so planning processes are streamlined, timely, and focussed on progressing Scheme 22. The key aim is to finalise Scheme 22 as efficiently as possible, such that the moratorium can be ended upon gazettal of Scheme 22.

Any new amendments to Scheme 21 could have the effect of delaying the gazettal of Scheme 22 and as such, it is considered necessary for Council to set a date at which time it will effectively cease initiating new amendments to Scheme 21. If there are fewer amendments in the system, it will also enable greater resources to be allocated to the progression of Scheme 22.

The introduction and timing of a moratorium is for the Council to determine, with no associated legislative requirement. However if an extended period of notice is given prior to the moratorium it is possible that an influx of amendments could occur, and this may result in unexpected delays and a transfer of resources from Scheme 22 to deal with those amendments. Note that a moratorium was also introduced to assist with the preparation of Scheme 21, but a three month 'grace' period was allowed, during which 18 new amendments were lodged, delaying the new scheme process by 18 months to two years.

It is however proposed that amendments be allowed in some circumstances:

- A standard amendment that meets the criteria set out in the Council Policy. For example, these amendments may be considered urgent from an operational standpoint, or of strategic importance consistent with the intent and strategies of the *Local Planning Strategy*.
- A complex amendment, prepared by the City, relating to a development contribution area or development contribution plan. It is the intent of officers to amend Scheme 21 and revise the list of development contribution items listed currently within Schedule 10, under each development contribution area. This amendment will also include a Development Contribution Plan and would ultimately allow expenditure on community and development infrastructure within precincts more aligned with the recently adopted Community Infrastructure Plan.
- A basic amendment of any type, which would generally be administrative in nature or relate to the zoning of land so that it becomes consistent with an approved structure plan.

In accepting an amendment during the moratorium, the Council would need to be conscious of the potential impact of that on the progress of Scheme 22 (and subsequently on other landowners and the community as a whole). As such it is recommended that Council adopt the Council Policy, the purpose of which is to provide the circumstances for accepting amendments, and the criteria for progression if those circumstances are met.

In regard to amendments that are not accepted, the Regulations only state that a resolution of Council is required in order to adopt or prepare (i.e., accept) an amendment; the Regulations are silent on the matter of refusing an amendment. This however does not mean that the local government is unable to refuse to adopt an amendment. The *WALGA Scheme Amendment Resolution Guide* (2020) provides the following clarification on the process for refusal:

Where a Local Government does not support a Scheme Amendment proposed by an applicant, the Local Government administration can determine to refuse to present such a proposal to Council for adoption.

During the moratorium period, if officers make a decision to refuse to accept an amendment, based on the proposal not meeting the circumstances and criteria set out in the Council Policy, then the Councillors will be briefed. Two or more Councillors could then request to the CEO that the proposal is presented for formal consideration.

In recommending the introduction of a moratorium, it is not intended that this affect any of the existing amendments which have already been subject to one or more decisions of Council.

Statutory Environment

The *Planning and Development Act 2005*, section 72, provides for a local government to prepare a local planning scheme with reference to any land within its district. A local planning scheme comes into force in a similar manner to State Regulations. A local planning scheme, and amendments thereto, must receive the consent of the Minister for Planning before it becomes a legal document. Once a scheme is gazetted, it sets up a statutory framework for the development of the City and becomes the primary tool guiding local town planning matters.

Regulation 19 of the Regulations requires a resolution from the local government to prepare a local planning scheme. Regulation 20 requires the local government to provide notification of the resolution in the manner set out in the Stakeholder Consultation section below.

There is no statutory requirement for a local government to impose a moratorium on accepting scheme amendments during preparation of a replacement local planning scheme. As a moratorium would be an agreed position of Council rather than a statutory requirement, amendment applications may still be submitted. Furthermore, under s.76 of the *Planning and Development Act 2005*, the Minister may order the local government to prepare or adopt an amendment.

In regard to the Council Policy, in accordance with Section 2.7(2)(b) of the *Local Government Act 1995* it is the role of the Council to determine the local government's policies.

Relevant Plans and Policies

The local government is required to prepare a new scheme that is consistent with the planning framework. Key elements of the policy framework include the:

- *Leeuwin-Naturaliste sub-Regional Strategy*;
- *City of Busselton Local Planning Strategy*; and
- State planning policy suite.

Financial Implications

There are no financial implications associated with the officer recommendation.

Stakeholder Consultation

In relation to the Council's resolution to prepare a new local planning scheme, the local government is required to advertise the resolution in accordance with r.20 of the Regulations:

- Publish the resolution on the City website and, if considered appropriate, publish notice of the resolution in the local newspaper;
- Provide a copy of the published notice to adjoining local governments, licensees under the *Water Services Act 2012*, the Environmental Protection Authority, the Department of Biodiversity, Conservation and Attractions, and any other public authority likely to be affected by the Scheme.

In relation to the introduction of a moratorium, there is no statutory requirement for consultation with government agencies, landowners or the community. However it is recommended that public notice is provided as follows:

- Notices in the local newspaper, the Bay to Bay e-newsletter, and on the City website; and
- Direct mail-out to town planning consultants who operate locally and/or are known to be involved in local projects.

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:

Introduction of a partial moratorium on standard and complex amendments to Scheme 21			
Risk Category	Risk Consequence	Likelihood of Consequence	Risk Level
Reputation	Minor	Unlikely	Low

Reputational risk arises as landowners may object to the moratorium. However it is considered that the moratorium is an operationally appropriate mechanism to ensure orderly and proper planning outcomes, timely delivery of the new scheme, and to ensure consistency between repealed (current) and replacement (new) schemes.

This risk is mitigated by introducing a Council Policy that allows for some circumstances in which amendments can be accepted, setting out clear information for landowners and developers.

Options

As an alternative to the proposed recommendation the Council could:

1. Seek further information before making a decision.
2. In relation to the partial moratorium:
 - a. Introduce a full moratorium on any further amendments to Scheme 21; or
 - b. Not introduce a moratorium on amendments to Scheme 21; or
 - c. Introduce a moratorium at a time closer to the date that Council resolves to advertise Scheme 22.

CONCLUSION


It is recommended that Council support the preparation of a new local planning scheme to replace Scheme 21.

It is also recommended that a partial moratorium on amendments to Scheme 21 is introduced, effective immediately, to ensure orderly and proper planning outcomes so planning processes are streamlined, timely, and focussed on progressing the new Scheme 22.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Notification of the Council resolution to prepare a new scheme and introduce a moratorium will be provided through public notices and directly to stakeholders as soon as reasonably practicable.

Preparation of Scheme 22 has already commenced, and the introduction of a partial moratorium would be effective immediately.



Council Policy

Council Policy Name: Partial Moratorium on Scheme Amendments
Responsible Directorate: Planning and Development Services
Version: DRAFT

1. PURPOSE

- 1.1. The purpose of this Policy is to outline the terms of a partial Moratorium on amendments to *Local Planning Scheme No. 21*.

2. SCOPE

- 2.1. This Policy applies to amendments to *Local Planning Scheme No. 21* during the preparation, advertising and finalisation of draft *Local Planning Scheme No. 22*.
- 2.2. This Policy is only applicable during the Moratorium, and ceases the day *Local Planning Scheme No. 22* is gazetted.

3. DEFINITIONS

Term	Meaning
Basic Amendment	As defined by regulation 34 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Complex Amendment	As defined by regulation 34 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Moratorium	Suspension of amendments to <i>Local Planning Scheme No. 21</i> during the preparation, advertising and finalisation of draft <i>Local Planning Scheme No. 22</i> .
Policy	This City of Busselton Council policy titled "Partial Moratorium on Scheme Amendments".
Standard Amendment	As defined by regulation 34 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .

4. STRATEGIC CONTEXT

- 4.1. This Policy links to Key Theme 4: LEADERSHIP – A Council that connects with the community and is accountable in its decision making, of the City's Strategic Community Plan June 2021 and specifically Strategic Priority 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.

5. POLICY STATEMENT

- 5.1. Council may resolve to initiate an amendment to *Local Planning Scheme No. 21* in the following circumstances —
- a Basic Amendment of any type.
 - a Standard Amendment that is consistent with the criteria set out in 5.2.
 - a Complex Amendment, prepared by the City, which relates to a development contribution area or development contribution plan.

- 5.2. A Council decision to initiate a Standard Amendment will take account of the following criteria —
- a. the Standard Amendment is:
 - i. urgent from an operational standpoint; or
 - ii. of strategic importance consistent with the intent and strategies of the *Local Planning Strategy*; and
 - b. the Standard Amendment will not:
 - i. adversely affect the progression of the draft Local Planning Scheme No. 22; or
 - ii. unduly affect or pre-empt the Council's decisions on draft Local Planning Scheme No. 22; or
 - iii. result in ad-hoc rezoning; and
 - c. the Standard Amendment does not deviate significantly from the state or local planning policy framework; and
 - d. the Standard Amendment is well considered and appropriately justified; and
 - e. the City is confident the Standard Amendment can be finalised during the Moratorium period.
- 5.3. If a Standard Amendment is not consistent with the criteria set out in 5.2 —
- a. it will not be formally presented by officers to Council; and
 - b. the Councillors will be briefed; and
 - c. any two or more Councillors could request to the CEO that the Standard Amendment is presented for formal consideration.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. *Local Government Act 1995*
- 6.2. *Planning and Development Act 2005*
- 6.3. *Planning and Development (Local Planning Schemes) Regulations 2015*
- 6.4. *Local Planning Scheme No. 21*

7. REVIEW DETAILS

Review Frequency		When draft Local Planning Scheme No. 22 is presented to Council for a resolution to proceed to advertise.		
Council Adoption	DATE		Resolution #	

14.1 RFT 05/23 BUSSELL HIGHWAY STAGE 1

STRATEGIC THEME	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing
STRATEGIC PRIORITY	2.10 Provide local road networks that allow for the safe movement of people through the District.
SUBJECT INDEX	Request for Tender
BUSINESS UNIT	Operation and Works Services
REPORTING OFFICER	Manager, Operation and Works Services - Matthew Twyman
AUTHORISING OFFICER	Director, Engineering and Works Services - Oliver Darby
NATURE OF DECISION	Contractual: To enter into a contract e.g. a lease or the award of a tender etc.
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Published Under Separate Cover Confidential RFT05/23 Evaluation Report

The officer recommendation was moved and carried.

COUNCIL DECISION

C2304/066 Moved Councillor P Carter, seconded Councillor M Love

That the Council endorse the outcome of the evaluation panel's assessment of the tender submissions received in response to RFT 05/23 Bussell Highway Stage 1 and accept the tender submission from Carbone Bros Pty Ltd for \$1,208,898.78 (exclusive of GST) as the most advantageous to the City.

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council endorse the outcome of the evaluation panel's assessment of the tender submissions received in response to RFT 05/23 Bussell Highway Stage 1 and accept the tender submission from Carbone Bros Pty Ltd for \$1,208,898.78 (exclusive of GST) as the most advantageous to the City.

EXECUTIVE SUMMARY

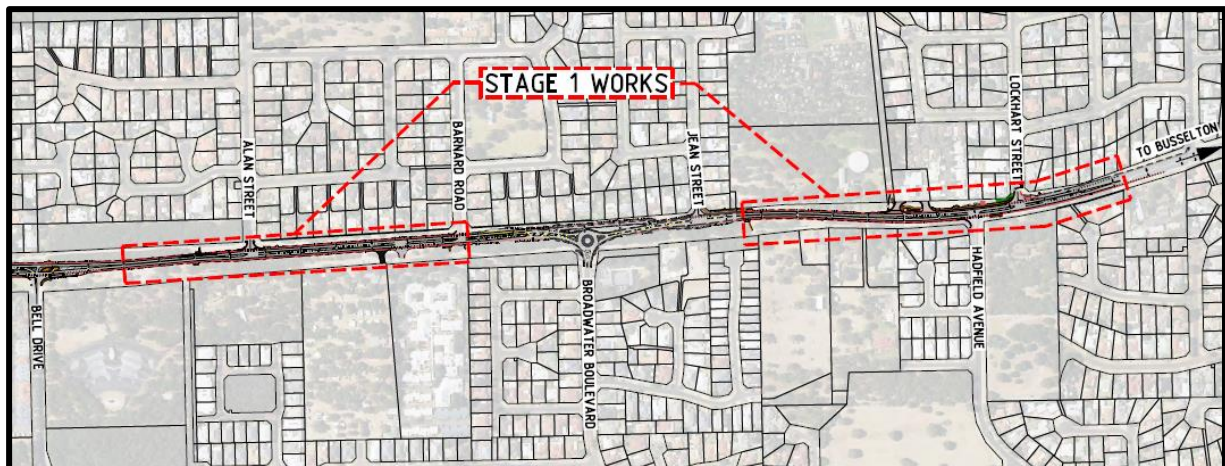
The City invited tenders under RFT 05/23 Bussell Highway Stage 1 (the RFT) for the upgrade of existing sections of Bussell Highway between Bell Drive and Lockhart Street, with the works to be completed during the autumn of 2023.

This report recommends that Council endorse the outcome of the evaluation panel's assessment, and accept the tender submission from Carbone Bros Pty Ltd for \$1,208,898.78 (exclusive of GST) as the most advantageous to the City.

BACKGROUND

As part of the City's road asset management plan sections of Bussell Highway between Bell Drive and Lockhart Street (SLK 3.800 – 4.375 and 4.763 – 5.250) are to be upgraded during the 2022/23 financial year.

Locality Plan



The project is listed within the 2022/23 Capital Budget as '11199 Bussell Highway'. The scope of this upgrade project is to widen and asphalt overlay, including the delineation of an on road cycleway. The project will improve road user safety and asset condition.

The City invited tenders for the project that is part funded by Main Roads WA under its Regional Road Group program.

OFFICER COMMENT

On 11 March 2023, tenders were invited via VendorPanel and advertised in 'The West Australian' newspaper and on the City of Busselton website. Tenders closed at 2.00pm (AWST) on Thursday 30 March 2023 and the City received three compliant tender submissions from the following companies:

- BCP Contractors Pty Ltd (BCP);
- Carbone Bros Pty Ltd (Carbone); and
- Fulton Hogan Industries Pty Ltd (Fulton Hogan)

A non-compliant tender submission was received from Warp Group Pty Ltd (Warp).

Assessment Process

In accordance with the City's procurement practices and procedures, tender assessments were carried out by a tender evaluation panel comprising City officers and an independent evaluation panel member with relevant skills and experience.

The tender assessment process included:

- Assessing tenders received against relevant compliance criteria. The compliance criteria were not point scored. Each submission was assessed on a *Yes/No* basis as to whether each criterion was satisfactorily met. All tenders were deemed compliant.
- Assessing tenders against the following qualitative criteria (weighted as indicated in the table below):

Criteria		Weighting
(a)	Relevant Experience	15%
(b)	Local Benefit	5%
(c)	Demonstrated Understanding and Resources	20%

The qualitative criteria were scored depending on the extent to which each tenderer was able to appropriately satisfy each criteria. The tendered prices were then assessed together with the weighted qualitative criteria and the tenders scored and ranked to determine the most advantageous outcome to the City, based on principles of best value for money. That is, although price was a consideration, the tender containing the lowest price will not necessarily be accepted by the City and nor will the tender ranked the highest on the qualitative criteria.

Summary of Assessment Outcomes

The outcome of the evaluation panel's assessment was as follows:

- (a) Carbone ranked first overall (first on price and second on qualitative criteria). Carbone provided details of relevant road projects including urban road widening and reconstruction. They demonstrated sufficient resources to complete the project and presented construction methodology and a project schedule demonstrating their understanding of the works. Carbone's tendered price was the lowest of the three tenderers.
- (b) BCP ranked second overall (second on price and first on qualitative criteria). BCP provided highlights of road construction projects, suitable resourcing, a construction methodology and project schedule to demonstrate their understanding of the works. BCP's tendered price was ranked second.
- (c) Fulton Hogan ranked third overall (third on price and third on qualitative criteria). Fulton Hogan provided details of large scale civil projects, suitable resourcing and a typical construction methodology. The project schedule presented allowed for delivery in the 2023/24 financial year. Fulton Hogan's tendered price was the highest.

The qualitative criteria scores for the three companies were very close based on the evidence provided. All of the companies would be able to deliver the project scope, although Fulton Hogan presented a 2023/24 financial year delivery. The outcomes of the evaluation panel's assessment are further outlined in the Confidential Evaluation Report (Attachment A).

Based on the combination of price and the qualitative criteria it is recommended that the tender submission from Carbone Bros Pty Ltd be accepted.

Statutory Environment

In accordance with section 3.57 of the Act, a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and service. Part 4 of the *Local Government (Functions and General) Regulations 1996*:

- requires that tenders be publicly invited for such contracts where the estimated cost of providing the required goods and/or service exceeds \$250,000; and
- under Regulations 11, 14, 18, 20 and 21A, provides the statutory framework for inviting and assessing tenders and awarding contracts pursuant to this process.

With regard to the RFT, City officers have complied with abovementioned legislative requirements.

As the contract value is greater than \$500,000, and in accordance with section 5.43(b) of the Act and Council delegation DA 1-07, Council endorsement of the successful tenderer is required.

Relevant Plans and Policies

The City's purchasing policies, regional price preference, work health and safety, asset management, engineering technical standards and specifications were all relevant to the RFT, and have been adhered to in the process of requesting and evaluating tenders.

Financial Implications

The 2022/23 endorsed budget includes provision for the Bussell Highway Stage 1 project.

The project/procurement will be funded from project #11199 – Bussell Highway – (State Government) Main Roads Western Australia - Regional Road Group Funding \$500,000 and project #11199 – Bussell Highway – City of Busselton \$443,465 - Road Asset Renewal Reserve, and #11199 – Bussell Highway – City of Busselton \$386,680 – Restricted Assets.

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's recommendation has been undertaken using the City's risk assessment framework, with the intention being to identify risks which, following implementation of controls, are identified as medium or greater. There are no such risks identified, with the successful tenderer assessed as being capable of delivering the services to a suitable service level.

Options

The Council may consider the following alternate options:

1. To award the tender to an alternative tenderer/s. In the view of the officers, this could result in the tender being awarded to a tenderer that is not most advantageous to the City.
2. Decline to accept any tender. This would mean going back out to tender, resulting in significant delays to the contract award and delivery of the project.







CONCLUSION

It is recommended that Council accept the tender submission from Carbone Bros Pty Ltd, subject to minor variations to be negotiated by the CEO not exceeding the overall project budget.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Should Council adopt the officer recommendation, it is anticipated that the contract for the upgrade of Bussell Highway Stage 1 between Bell Drive and Lockhart Street (SLK 3.800 – 4.375 and 4.763 – 5.250) will commence early May 2023 and be completed by the end of June 2023, weather permitting.

17.1 COUNCILLORS INFORMATION BULLETIN

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
SUBJECT INDEX	Councillors' Information Bulletin
BUSINESS UNIT	Executive Services
REPORTING OFFICER	Reporting Officers - Various
AUTHORISING OFFICER	Chief Executive Officer - Tony Nottle
NATURE OF DECISION	Noting: The item is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Current Active Tenders : March 2023   Attachment B State Administrative Tribunal Reviews Update   Attachment C Hon John Carey MLA and Rita Saffioti MLA : Infrastructure Development Fund  

The officer recommendation was moved and carried.

COUNCIL DECISION

C2304/067 Moved Councillor P Carter, seconded Councillor M Love

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

17.1.1 Minor Donations Program

17.1.2 Current Active Tenders

17.1.3 State Administrative Tribunal Reviews Update

17.1.4 Letter from the officer of the Hon John Carey MLA and Hon Rita Saffioti MLA

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

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

17.1.1 Minor Donations Program

17.1.2 Current Active Tenders

17.1.3 State Administrative Tribunal Reviews Update

17.1.4 Letter from the officer of the Hon John Carey MLA and Hon Rita Saffioti MLA

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 – February 2023

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.

4 applications were approved throughout February 2023, totalling \$2,199 as outlined below:

Recipient	Purpose	Amount
Busselton Old Time Dance Inc.	Each year, the Busselton Old Time Dance Inc. group organise the SW Dance Festival. This donation was approved as a contribution towards the cost of venue hire and music for the evening.	\$250.00
Busselton Districts Junior Football Association	Busselton Districts Junior Football Association is running the 'Starkick' Program, an all-abilities football program that caters for boys and girls 5 to 17 years of age. The program will be run at Sir Stewart Bovell Park from 28/04/2023 to 09/06/2023 then the program is planned to run each year thereafter. This donation was approved for the purchase of a first aid kit (\$159) and special needs kit (\$790).	\$949.00
Maddison Fenwick	Maddison was selected to compete in the Hockey Australia U21 National Championships held in Sydney, NSW. This donation will assist with travel related expenses.	\$500.00
Gail Kearney Memorial Busselton Hospice Charity Golf Day	The Gail Kearney Memorial Busselton Hospice Charity Golf Day is a very successful fundraising event for the Busselton Hospice. Despite the golf day being a ticketed event, all funds raised are donated to Busselton Hospice Care, therefore benefitting the broader local community. This donation has been approved to assist with the cost of catering for the event competitors.	\$500.00
Total		\$2,199.00

Donations paid as of February 2023 total \$26,001.47. Total Budget Remaining \$3,998.53

17.1.2 Current Active Tenders

The tender update for April 2023 is provided at Attachment A.

17.1.3 State Administrative Tribunal Reviews Update

The current State Administrative Tribunal Reviews is at Attachment B.

17.1.4 Letter from the office of the Hon John Carey MLA and Hon Rita Saffioti MLA

Correspondence from the office of the Hon John Carey MLA and Hon Rita Saffioti MLA regarding the Infrastructure Development Fund is provided at Attachment C.

As at 30 March 2023

TENDER	BACKGROUND	CURRENT STATUS
RFT 14/22 REUSE SHOP <ul style="list-style-type: none"> Requirements – a suitable contractor to design and install a reuse and recycling shed and amenities at Busselton Waste Transfer Station. 	<ul style="list-style-type: none"> A request for tender was advertised on 17 December 2022. 	<ul style="list-style-type: none"> This tender closed on 24 January 2023, three submissions were received. This tender will fall within the CEO's delegated authority to accept tenders.
RFT 01/23 COASTAL INUNDATION MODELLING <ul style="list-style-type: none"> Requirements – a suitable consultant to conduct coastal inundation surveys of coastal areas from Dunsborough to Wonnerup. 	<ul style="list-style-type: none"> A request for tender was advertised 18 March, closing 13 April 2023. 	<ul style="list-style-type: none"> It is expected that this tender will fall within the CEO's delegated authority to accept tenders.
PQS02/23 CONCRETE SERVICES <ul style="list-style-type: none"> Requirements – a panel of pre-qualified suppliers to provide the City's ongoing requirements for concrete services. 	<ul style="list-style-type: none"> A request for applications was advertised on 11 February 2023, closing on 7 March 2023. Six submissions were received. 	<ul style="list-style-type: none"> An evaluation panel is currently assessing the submissions. The CEO holds delegated authority to appoint a panel of suppliers under delegation DA01-10.
RFT04/23 CLEANING CONSUMABLES <ul style="list-style-type: none"> Requirements – a suitable contractor to supply the City's requirements for cleaning consumables. 	<ul style="list-style-type: none"> A request for tender was advertised on 25 February 2023, closing on 23 March 2023. Seven submissions were received. 	<ul style="list-style-type: none"> An evaluation panel is currently assessing the submissions. It is expected that this tender will fall within the CEO's delegated authority to accept tenders.
PQS04/23 COASTAL ENGINEERING SERVICES <ul style="list-style-type: none"> Requirements – a panel of pre-qualified consultants to provide the City's ongoing 	<ul style="list-style-type: none"> A request for tender was advertised on 8 March 2023, closing on 28 March 2023. Nine submissions were received. 	<ul style="list-style-type: none"> The CEO holds delegated authority to appoint a panel of suppliers under delegation DA01-10.

requirements for coastal engineering services.		
RFT05/23 BUSSELL HWY – STAGE 1 <ul style="list-style-type: none"> Requirements – a suitable contractor to provide asphalt overlay and widening works on Bussell Hwy for purposes of a cycleway – Stage 1 	<ul style="list-style-type: none"> A request for tender was advertised on 11 March 2023, closing on 30 March 2023. 	<ul style="list-style-type: none"> A report to Council for acceptance of a suitable tenderer is expected to be presented to Council at its April 2023 meeting.
RFT06/23 MECHANICAL SERVICES <ul style="list-style-type: none"> Requirements – a suitable contractor(s) to provide mechanical services to City owned buildings 	<ul style="list-style-type: none"> A request for tender was advertised on 4 March 2023, closing on 28 March 2023. Four submissions were received. 	<ul style="list-style-type: none"> A report to Council for acceptance of a suitable tenderer is expected to be presented to Council at its May 2023 meeting.
RFT07/23 PLUMBING SERVICES <ul style="list-style-type: none"> Requirements – a suitable contractor(s) to provide maintenance and reactive plumbing services to the City 	<ul style="list-style-type: none"> A request for tender was advertised on 25 March 2023, closing on 18 April 2023. 	<ul style="list-style-type: none"> A report to Council for acceptance of a suitable tenderer is expected to be presented to Council at its May 2023 meeting.
RFT08/23 IRRIGATION COMPONENTS <ul style="list-style-type: none"> Requirements – a suitable contractor(s) to provide scheduled maintenance and reactive plumbing services to the City 	<ul style="list-style-type: none"> A request for tender was advertised on 25 March 2023, closing on 18 April 2023. 	<ul style="list-style-type: none"> A report to Council for acceptance of a suitable tenderer is expected to be presented to Council at its May 2023 meeting.

As at 31 March 2022

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
CITY OF BUSSELTON							
Amber Cloud Pty Ltd v City of Busselton (DR 231/2021)	Lot 101 Wilyabrup Road, Wilyabrup	November 2021	Review of a decision to refuse or conditionally grant an application under a planning scheme (Single House)	Briony McGinty/Joanna Wilson	<ul style="list-style-type: none"> • Directions hearing on the 12 November 2021 against the decision of the City to refuse a development application. The matter is listed for Mediation on 7 February 2022. • Mediation on 7 February 2022 where it was resolved that: <ul style="list-style-type: none"> - Additional information would be submitted to the City by 22 March; - Mediation listed for 5 April 2022. • Mediation on 5 April 2022 where it was resolved that: <ul style="list-style-type: none"> - Applicant to provide amended application on or before 8 July 2022; - Mediation scheduled 22 July 2022; - Respondent (the City) to reconsider on or before 18 November 2022; - Listed for directions hearing 25 November 2022. • Mediation on 22 July 2022 where it was resolved that: <ul style="list-style-type: none"> - Applicant to provide an updated suite of documents on or before 12 August 2022; - By 16 September 2022 the respondent is to provide to the applicant respondent comments and any referral agency comments; - Mediation is adjourned to 20 September 2022; - Respondent to reconsider on or before 18 November 2022; and - Listed for directions hearing 25 November 2022. • Mediation on 20 September 2022: <ul style="list-style-type: none"> - Applicant to provide an updated suite of documents on or before 4 October; - Mediation adjourned to 20 October 2022; - Respondent to reconsider on or before 18 November 2022; • Mediation listed for 20 October 2022 is vacated and relisted for 4 November 2022. The time to comply with the orders above to submit updated information is extended to 18 October 2022. • Mediation listed for 4 November was vacated and the following orders affirmed: <ul style="list-style-type: none"> - Respondent (the City) to reconsider on or before 18 November 2022; - Listed for directions hearing 25 November 2022. • Directions hearing on 25 November was vacated and the following orders affirmed: <ul style="list-style-type: none"> - Respondent (the City) to reconsider on or before 23 December 2022; - Listed for directions hearing on 9 December 2022. • Directions hearing on 9 December 2022 was vacated and the 	Directions Hearing on 5 May 2023.	

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
					following orders affirmed: <ul style="list-style-type: none"> - Respondent (the City) to reconsider on or before 23 December 2022; - Listed for directions hearing on 3 February 2023. • Directions hearing on 3 February 2023 was vacated and relisted for directions hearing on 24 February 2023. • Directions hearing on 24 February 2023 was vacated and relisted for directions hearing on 17 March 2023. • Directions hearing on 17 March 2023 was vacated and relisted for directions hearing on 5 May 2023. 		
Silverlodge Pty Ltd v City of Busselton (CC 1054/2022)	585 Caves Rd Marybrook	August 2022	Review of a decision under the Caravan Parks and Camping Grounds Act 1995.	Ben Whitehill/Dion Spurgeon	<ul style="list-style-type: none"> • Directions hearing listed for 23 September 2022 against the City reducing the number of licenced sites. • Directions hearing on 23 September 2022 was vacated and listed for a mediation on 18 October 2022. • Mediation on 18 October 2022: <ul style="list-style-type: none"> - Mediation adjourned to a further mediation on 17 November 2022. • Mediation on 17 November 2022 was vacated. Mediation listed for 22 December 2022. • Mediation on 22 December 2022: <ul style="list-style-type: none"> - Listed for a directions hearing on 31 January 2023. • Directions hearing on 31 January 2023 was vacated. Directions hearing on 3 March 2023 • Listed for directions hearing on 2 May 2023 	Directions Hearing on 2 May 2023	
Happ & Anor v City of Busselton (DR 159/2022)	575 Commonage Road Quindalup	September 2022	Review of a direction by the City to stop and not recommence a development and to restore land to its state prior to the development	Briony McGinty/Andrew Watts	<ul style="list-style-type: none"> • Directions hearing listed for 14 October 2022. • Mediation listed for 1 November 2022 and further directions hearing on 4 November. • Mediation on 1 November referred to further mediation on 13 December 2022. Directions Hearing listed for 4 November vacated. • Direction hearing on 13 December 2022: <ul style="list-style-type: none"> • Orders that a further directions hearing take place on 20 January 2023. - Directions hearing on 20 January 2023 was vacated and re-listed for 3 March 2023. • Directions hearing on 3 March 2023: <ul style="list-style-type: none"> - By 14 April 2023 the parties have leave to file with the Tribunal and exchange any evidence expert or otherwise. - Further Directions hearing to take place on 28 April 2023 	Directions Hearing on 28 April 2023	
Happ & Anor v City of Busselton (DR 197/2022)	575 Commonage Road Quindalup	November 2022	Review of direction 214(2) by the City	Briony McGinty/Andrew Watts	<ul style="list-style-type: none"> • Planning (General) Directions hearing listed for 25 November 2022. • Directions hearing on 25 November 2022 was vacated and listed for mediation on 13 December 2022. • Direction hearing on 13 December 2022: 	Directions Hearing on 28 April 2023	

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
					<ul style="list-style-type: none"> Orders that a further directions hearing take place on 20 January 2023. Directions hearing on 20 January 2023 was vacated and re-listed for 3 March 2023. Directions hearing on 3 March 2023: <ul style="list-style-type: none"> - By 14 April 2023 the parties have leave to file with the Tribunal and exchange any evidence expert or otherwise. - Further Directions hearing to take place ion 28 April 2023 		
REGIONAL JOINT DEVELOPMENT ASSESSMENT PANEL							
NIL							
NIL							



Hon John Carey MLA
Minister for Housing; Lands;
Homelessness; Local Government

Hon Rita Saffioti MLA
Minister for Transport;
Planning; Ports

Our Ref: 78-12099

27 MAR 2023

Dear Chief Executive Officer

INFRASTRUCTURE DEVELOPMENT FUND

The McGowan Government recently launched a new \$80 million fund to unlock a pipeline of new residential infill development in metropolitan Perth and worker accommodation in regional areas, by assisting with the cost of resolving infrastructure constraints.

Applications are now open for the Infrastructure Development Fund which includes \$40 million for regional projects. We would like to bring to your attention Stream 3 – Unlocking regional worker accommodation opportunities, which aims to address challenges in attracting and retaining key workers in our regions.

The funding stream has been designed to address constraints in the provision of water, wastewater and electricity networks, at a precinct or strategic site scale, specifically to facilitate the delivery of turnkey housing products for key workers.

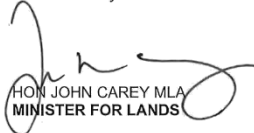
This is an exciting opportunity to foster a collaborative approach between local government, service providers and the development industry to identify precincts and projects that would benefit from the resolution of infrastructure constraints. Applications under this funding stream will be based on evaluation of a business case, including consideration of co-contribution opportunities.

More information, including eligibility criteria and details of how to apply, can be found at: www.wa.gov.au/infrastructure-development-fund.

Applications are open for 18 months, until 6 September 2024. To discuss your application, please contact the Department of Planning, Lands and Heritage on (08) 6551 8002 or email infrastructurefund@dph.wa.gov.au.

We encourage you to consider eligible projects in your region and submit an application for funding to remove barriers, support the delivery of more housing and retain key workers in regional Western Australia.

Yours sincerely



HON JOHN CAREY MLA
MINISTER FOR LANDS


HON RITA SAFFIOTI MLA
MINISTER FOR PLANNING

Level 11, Dumas House, 2 Havelock Street, West Perth, WA, 6005
Telephone: +61 8 6552 5300 Email: minister.carey@dpc.wa.gov.au

Level 9, Dumas House, 2 Havelock Street, West Perth, WA, 6005
Telephone: +61 8 6552 5500 Email: minister.saffioti@dpc.wa.gov.au

ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION**12.5 Finance Committee - 5/4/2023 - BUDGET AMENDMENTS: ENGINEERING AND WORKS SERVICES - APRIL**

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.5 Responsibly manage ratepayer funds to provide for community needs now and in the future.
SUBJECT INDEX	Budget Amendments
BUSINESS UNIT	Operation and Works Services
REPORTING OFFICER	Manager, Operation and Works Services - Matthew Twyman
AUTHORISING OFFICER	Acting Director, Engineering and Works Services - Daniell Abrahamse
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A Budget Amendments 

This item was considered by the Finance Committee at its meeting on 5/4/2023, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION**C2304/068**

Moved Councillor J Richards, seconded Councillor M Love

That the Council endorse the following requested budget amendments:

Amendment Description					
Project Description					
Item #	Budgeted Municipal Net Current Position	Operational Expenditure Budget	Capital Expenditure Budget	Grant	Reserves or Restricted Assets
	Increase / (Decrease)	Increase / (Decrease)	Increase / (Decrease)	(Increase) / Decrease	Increase / (Decrease)
1	New capital project				
	Project 14749 - Jalbarragup Road Shoulders				
	-	-	40,000	-	(40,000)
2	Increase expenditure on existing capital project				
	Project 12012 - Wildwood Road Reseal				
	-	-	100,000	-	(100,000)
3	Increase expenditure on existing capital project				
	Project 12010 - Sugarloaf Road Reconstruction				
	-	-	694,234	(420,000)	(274,234)
4	Increase expenditure on existing capital project				
	Project 12333 - Townscape Works Dunsborough				
	-	-	386,510	-	(386,510)

5	New capital project				
	Project 14835 - West Street Resurfacing SLK 1.00 to 1.15				
	-	-	30,000	-	(30,000)
6	Increase expenditure on existing capital project				
	Project 14815 - Hotel Site 2 Carpark				
	-	-	100,000	-	(100,000)
7	Remove operating project				
	Project 12867 - Naturaliste Community Centre Maintenance				
	-	(91,000)	-	-	91,000
8	New capital project (partial transfer from operating budget)				
	Project 14807 - Storytime Way				
	-	(10,000)	40,000	(30,000)	-
9	New capital project (transfer from operating budget)				
	Project 14764 - Christmas Decorations				
	-	(39,870)	39,870	-	-
10	Increase expenditure on existing capital project				
	Project 12849 - Vasse Oval Sports Lighting				
	-	-	50,000	(50,000)	-
11	New operational budget				
	Project 10244 - Reticulation Bore Maintenance				
	(16,000)	16,000	-	-	-
12	Reduce expenditure on existing capital project				
	Project 14816 - Carpark Hotel Site 2 Landscaping				
	-	-	(100,000)	-	100,000
TOTALS	(16,000)	(124,870)	1,380,614	(500,000)	(739,744)

CARRIED 8/0
BY ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That the Council endorse the following requested budget amendments:

	Amendment Description				
	Project Description				
Item #	Budgeted Municipal Net Current Position	Operational Expenditure Budget	Capital Expenditure Budget	Grant	Reserves or Restricted Assets
	Increase / (Decrease)	Increase / (Decrease)	Increase / (Decrease)	(Increase) / Decrease	Increase / (Decrease)
1	New capital project				
	Project 14749 - Jalbarragup Road Shoulders				
	-	-	40,000	-	(40,000)
2	Increase expenditure on existing capital project				
	Project 12012 - Wildwood Road Reseal				
	-	-	100,000	-	(100,000)

3	Increase expenditure on existing capital project				
	Project 12010 - Sugarloaf Road Reconstruction				
	-	-	694,234	(420,000)	(274,234)
4	Increase expenditure on existing capital project				
	Project 12333 - Townscape Works Dunsborough				
	-	-	386,510	-	(386,510)
5	New capital project				
	Project 14835 - West Street Resurfacing SLK 1.00 to 1.15				
	-	-	30,000	-	(30,000)
6	Increase expenditure on existing capital project				
	Project 14815 - Hotel Site 2 Carpark				
	-	-	100,000	-	(100,000)
7	Remove operating project				
	Project 12867 - Naturaliste Community Centre Maintenance				
	-	(91,000)	-	-	91,000
8	New capital project (partial transfer from operating budget)				
	Project 14807 - Storytime Way				
	-	(10,000)	40,000	(30,000)	-
9	New capital project (transfer from operating budget)				
	Project 14764 - Christmas Decorations				
	-	(39,870)	39,870	-	-
10	Increase expenditure on existing capital project				
	Project 12849 - Vasse Oval Sports Lighting				
	-	-	50,000	(50,000)	-
11	New operational budget				
	Project 10244 - Reticulation Bore Maintenance				
	(16,000)	16,000	-	-	-
12	Reduce expenditure on existing capital project				
	Project 14816 - Carpark Hotel Site 2 Landscaping				
	-	-	(100,000)	-	100,000
TOTALS	(16,000)	(124,870)	1,380,614	(500,000)	(739,744)

EXECUTIVE SUMMARY

This report seeks Council approval of budget amendments for items within the Engineering and Works Services directorate, as detailed in this report. Adoption of the officer recommendation will have no impact on the City's budgeted net current position.

BACKGROUND

In accordance with section 6.8(1) of the *Local Government Act 1995*, a local government is not to incur expenditure from its Municipal fund for an additional purpose except where the expenditure:

- is incurred in a financial year before the adoption of the annual budget by the local government; and
- is authorised in advance by Council resolution - absolute majority required; or
- is authorised in advance by the Mayor in an emergency.

Approval is therefore sought for budget amendments as outlined in the Officer Comment below.

OFFICER COMMENT

Council adopted its 2022/2023 Municipal budget on Wednesday 3rd August 2022 with a budget surplus position. Since then, officers have identified budgets that require adjustments within the Engineering and Works Services Directorate. It is good management practice to revise the adopted budget when it is known that circumstances have changed. In keeping with this practice, budgets are reviewed on a regular basis.

Amendments to the budget are categorised into the three key types as listed below:

1. Adjustments impacting the budget balance or net position of the City;
Item # 11
2. Adjustments with no impact on the budget balance; and
Items # 1,2,3,4,5,6,7,8,10,12
3. Adjustments to transfer budget between capital and operating undertakings.
Item # 9

Item 1: Project 14749 Jalbarragup Road Shoulders

A grant totaling \$1,544,420 has been secured from Main Road to fund a \$1,744,420 project with a \$200,000 contribution from the City to be drawn from the Road Asset Renewal Reserve.

The project will not commence this financial year, however some of the drainage products required for the project have been ordered early requiring \$40,000 to be budgeted from the City's Road Asset Renewal Reserve to cover these particular costs as part of the \$200,000 City contribution towards these works. To this end, the rest of the project will be budgeted into the following 2023/24 financial year. City officers will still claim 40% of the grant in advance values at \$617,768, however these monies will be restricted to be claimed against costs incurred in the following year.

These grant funds have been secured under a State Blackspot program titled, "Mass Action Blackspot". The "one-off" funds represent remaining Federal Government National Road Safety Program monies. Traditional State Blackspot projects are funded on a two thirds (2/3) grant and one third (1/3) City of Busselton funding, however these "Mass Action projects" can be funded based on any apportionment of estimated costs as agreed between Main Roads and the City.

Jalbarragup Road is in poor condition with the majority of the road at a current condition rating of 8 with a high priority score of 60 for renewal and upgrade. It has a current width of 6.2m which is not considered adequate for a rural road that carries a significant volume of heavy vehicle traffic with a 110km speed limit. Main Roads WA crash statistics have recorded four significant crashes on the road in recent years. Widening the road with new sealed shoulders, line marking and audible edge lining will be a considerable safety improvement. The road will also have the running lanes resealed under a separate budget, with these works valued at \$400,000 estimated at the time of this report. This will complement the shoulder widening works, providing a consistent full width road surface.

The project will be relisted into the 23/24 Capital Budget.

Item 2: Wildwood Road

Council approval is sought to increase this project budget by \$100,000, from \$540,000 to \$640,000. With the budget increase to be drawn from the Road Asset Renewal Reserve.

The scope, extent and price of works on this road increased over and above the original estimate due to the following:

- Pavement repairs and shape correction prior to reseal works;
- Line marking redesign and set out; and
- Road sealing variations.

Item 3: Sugarloaf Road (Reconstruction)

Council approval is sought to increase this project budget by \$694,234, from \$751,510 to \$1,445,744.

This is a Main Roads Blackspot funded project where additional grant funding has been secured totaling \$420,000 to cover the additional costs incurred. A balancing contribution is required valued at \$274,234, recommended to be drawn from the City's Road Asset Renewal Reserve.

The scope, extent and price of works on this road increased over and above the original estimate due to the following:

- Existing materials being unsuitable for reuse and requiring additional reconstruction works;
- Extensive limestone rock being located during reconstruction works;
- Drainage construction costs;
- Heritage and environmental monitoring;
- Restricted access to water in the Dunsborough/ Cape region and exposed coastal environment;
- Road sealing costs; and
- High staff turnover and loss of experienced operators.

This project was staged over this two financial years (2021/22 and 2022/23) with a total project budget of \$1,900,234, funded by Main Roads WA (\$1,224,000) and the City (\$676,234).

Item 4: Project 12333 Townscape Works Dunsborough

Council approval is sought to increase this project budget by \$386,510, from \$1,748,490 to \$2,135,000. Recommended to be drawn from both the City's Footpath Reserve (\$286,510) and Other Infrastructure Reserve (\$100,000).

Some of the additional costs will be offset by Contributions to works by the Water Corporation and owners of private land within the project scope area. Total Contributions are estimated at \$50,000.

This project, although located within the town centre; has a significant element of footpath, drainage and landscaping asset renewal and thus satisfies the Reserve Purpose Statements.

The project cost forecast undertaken at the start of November 2022 was \$1,750,000. The completed project cost came in at \$2,135,000.

This increase in cost is attributed to the following:

- A significant injection of resources (labour and plant) in the last month of the project, required to complete the project prior to Christmas. This included night and weekend work including overtime.
- Additional stormwater and sewer requirements, including strip drains and modifications to existing private drainage connections.
- Water Corporation water main variations, including alignment adjustments, night works and water meter boxes.
- Additional traffic control overtime, night and weekend requirements.
- Asphalt variations, including quantity and staged delivery costs.
- Footpath construction, including quantity, night work costs and invoice receipting at time of cost forecast.
- Additional site survey requirements.
- Commercial cleaning of all business frontages upon completion of construction.
- Not all landscaping commitments were included in the November cost reforecast.

Item 5: Project 14835 West Street Resurfacing SLK 1.00 to 1.15

Council approval is sought to add a new project to budget valued at \$30,000 for road surface repairs on West Street in the vicinity of the Power Centre development. These works have been completed and were required in this location due to rapid surface deterioration during last winter. Similar works are being undertaken on Strelly Street this financial year. If approved by Council the project will be funded from the Road Asset Renewal Reserve.

Items 6: Project 14815 Carpark Hotel Site 2

Council approval is sought to increase the Hotel Site 2 carpark budget by \$100,000, to be funded from the City's Carpark Reserve.

This amendment is required following the tender award of the carpark component of the Hotel Project.

This amendment will result in nil impact overall.

Item 7: Project 12867 Naturaliste Community Centre - Maintenance Work

Council approval is sought to remove this project from the budget and retain the monies in the Project Naturaliste Community Centre Building (NCC) Reserve.

These works involving steel frame remediation were identified during high level Building Condition Inspections, however following a more detailed structural assessment it has been found that these works can be postponed for a number of years. Given current market conditions and contractor availability it has been decided not to carry out these works this financial year.

Item 8: Project 14807 - Storytime Way

Council approval is sought to add two new project to the budget with a combined value of \$40,000 to deliver a trail of plinths containing pages from a book designed to promote learning. If approved by Council the project will be funded via \$30,000 from the State Library of Western Australia's Better Beginnings Family Literacy Community Grants Program, plus a \$10,000 contribution from the City, recommended to come from the Members of Council; Council Contingency Holding Account.

This undertaking includes the installation of City assets in the form of 20 permanent signage plinths estimated at \$30,000 together with operational based costs estimated at \$10,000.

The project's objective is to positively impact the literacy skills of children living in the Geographe community with developmental vulnerability. This location is identified in the Australian Early Development Census as having the highest percentage of children scoring below the 10th percentile nationally in school readiness test for physical health and wellbeing, language, cognitive skills and communication skills.

The objective is to provide an opportunity to bring families together to undertake physical exercise, while reading, learning, and playing together, participants get to read a book outdoors, with links to other activities such as songs, games, art and further reading.

The project sets out a trail of 20 locally designed and manufactured plinths containing a page from a book designed to promote learning. This design allows for the books to be regularly changed and incorporates indigenous culture, flora and fauna and ocean themes which could also be paired with other library activities. All plinths have been constructed and installed ready for the formal opening.

Items 9: Project 14764 Christmas Decorations

Council approval is sought to transfer \$39,870 from the Members of Council / Council Contingency Holding Account budget (Project 10830) to Capital project 14764 titled Christmas Decorations to cover the costs associated with the purchase of the new Christmas tree for the Dunsborough CBD.

Item 10: Project 12849 Vasse Oval Sports Lighting

Council approval is sought to incorporate an additional \$50,000 in grant funding revenue which is unaccounted for in the current budget. The amount forms part of an overall \$150,000 grant funding allocation secured by the City in 2021 through the State Government South West Development Commission's Small Grant Program.

With the inclusion of the \$50,000 grant the total project budget will increase from \$475,000 to \$525,000, which will enable the City to achieve the required sport lighting installation that increases the carrying capacity of the venue by 15 to 20 hours per week.

Item 11: Project 10244 Reticulation Bore Monitoring

Council approval is sought to add \$16,000 in Operating Budget for the annual monitoring of its coastal bore network for the level of salt water intrusion into the ground water. This has been a requirement of the Department of Water and Environmental Regulation since the 2000/21 financial year, however budget for this was omitted from the 2022/23 Budget.

If approved by Council the project will be funded from the Municipal Net Current Position.

Item 12: Project 14816 Carpark Hotel Site 2 Landscaping

Council approval is sought to reduce the Hotel Site 2 carpark landscaping budget by \$100,000, with the budget to be returned to the City's Parks and Gardens Reserve.

This amendment is required following the tender award of the carpark component of the Hotel Project.

This amendment will result in nil impact overall.

Statutory Environment

Section 6.8 of the *Local Government Act 1995* refers to expenditure from the Municipal fund that is not included in the annual budget. In the context of this report, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

Relevant Plans and Policies

There are multiple plans and policies that support the proposed budget amendments, in particular, asset management plans and the Long Term Financial Plan.

Financial Implications

The following table summarises the financial implications. A copy of the detailed budget amendments table outlines the specific detailed alterations to the adopted budget required in the financial system is included as Attachment "A".

	(Increase) / Decrease in Operational Revenue	Increase / (Decrease) in Operational Expenditure	(Increase) / Decrease in Capital Revenue	Increase / (Decrease) in Capital Expenditure	Increase / (Decrease) in Reserves and/or Restricted Assets	Increase / (Decrease) in Net Current Position
Item 1	-	-	-	40,000	(40,000)	-
Item 2	-	-	-	100,000	(100,000)	-
Item 3	-	-	(420,000)	694,234	(274,234)	-
Item 4	-	-	-	386,510	(386,510)	-
Item 5	-	-	-	30,000	(30,000)	-
Item 6	-	-	-	100,000	(100,000)	-
Item 7	-	(91,000)	-	-	91,000	-
Item 8	-	(10,000)	(30,000)	40,000	-	-
Item 9	-	(39,870)	-	39,870	-	-
Item 10	-	-	(50,000)	50,000	-	-
Item 11	-	16,000	-	-	-	(16,000)
Item 12	-	-	-	(100,000)	100,000	-
TOTALS	-	(124,870)	(500,000)	1,380,614	(739,744)	(16,000)

Stakeholder Consultation

Nil required.

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 Council could decide not to proceed with any or all the proposed budget amendment requests.


TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

If the officer recommendation is endorsed, the budget amendment will be processed within a month of being approved.

		ADJUSTMENTS IMPACTING MUNICIPAL BUDGET BALANCE:													
BUDGET ADJUSTMENT REFERENCE #	ITEM #	EXISTING				PROPOSED				NET BUDGET CHANGE	RESERVE IMPACT	RESERVE NAME	ADDITIONAL OFFICER COMMENTARY		
		ACCOUNT CODE STRING	DESCRIPTIONS (Project-Cost Centre-Natural Account)	AMOUNT DR / (CR)	PERIODS AFFECTING	ACCOUNT CODE STRING	DESCRIPTIONS (Project-Cost Centre-Natural Account)	AMOUNT DR / (CR)	PERIODS AFFECTING						
11	a					10244-1017-3280-0000	Reticulation Bore Monitoring - Parks & Gardens - Contractors	16,000	10	16,000			Actual expenditure timing		
						10-9000-9000-7051-0	Muni Cash	(16,000)	10	(16,000)					
ADJUSTMENTS WITH NO IMPACT ON BUDGET BALANCE:															
AMENDMENT ITEM REFERENCE #	COMPONENT #	EXISTING				PROPOSED				NET BUDGET CHANGE	RESERVE IMPACT	RESERVE NAME	ADDITIONAL OFFICER COMMENTARY		
		ACCOUNT CODE STRING	DESCRIPTIONS (Project-Cost Centre-Natural Account)	AMOUNT DR / (CR)	PERIODS AFFECTING	ACCOUNT CODE STRING	DESCRIPTIONS (Project-Cost Centre-Natural Account)	AMOUNT DR / (CR)	PERIODS AFFECTING						
1	a					14749-1016-3498-0000	Jalbaragup Road Shoulders - Construction & Maintenance - Materials	40,000	10	40,000			Actual expenditure timing		
						10-9000-9000-7051-0	Muni Cash	(40,000)	10	(40,000)					
	b					14749-1033-2000-0000	Jalbaragup Road Shoulders - Finance - Transfer From Reserve	(40,000)	12	(40,000)	(40,000)	1058: Road Asset Renewal Reserve	Recoup of reserve funding after year end reconciliation		
						??	Retained Earnings	40,000	12	40,000					
						10-9000-9000-7053-0	Reserve Cash	(40,000)	12	(40,000)					
2	a	10-9000-9000-7051-0	Muni Cash	360,000	12	10-9000-9000-7051-0	Muni Cash	360,000	12			Actual receipt of grant cash			
		??	Restricted Liability (Grant Cash)	(360,000)	12	??	Restricted Liability (Grant Cash)	(360,000)	12						
		10-9000-9000-7051-0	Muni Cash	360,000	12	10-9000-9000-7051-0	Muni Cash	360,000	12						
		??	Restricted Asset (Grant Cash)	(360,000)	12	??	Restricted Asset (Grant Cash)	(360,000)	12						
		12012-1016-3280-0000	Wildwood Road - Construction & Maintenance - Contractors	540,000	9	12012-1016-3280-0000	Wildwood Road - Construction & Maintenance - Contractors	640,000	9	100,000					
	b	10-9000-9000-7051-0	Muni Cash	(540,000)	9	10-9000-9000-7051-0	Muni Cash	(640,000)	9	(100,000)			Actual expenditure timing		
		12012-1016-1210-0000	Wildwood Road - Construction & Maintenance - Main Roads Capital Grant	(360,000)	12	12012-1016-1210-0000	Wildwood Road - Construction & Maintenance - Main Roads Capital Grant	(360,000)	12						
		??	Restricted Liability (Grant Cash)	360,000	12	??	Restricted Liability (Grant Cash)	360,000	12						
	c	10-9000-9000-7051-0	Muni Cash	360,000	12	10-9000-9000-7051-0	Muni Cash	360,000	12			Recoup of grant funding after year end reconciliation			
		??	Restricted Asset (Grant Cash)	(360,000)	12	??	Restricted Asset (Grant Cash)	(360,000)	12						
		12012-1033-2000-0000	Wildwood Road - Finance - Transfer From Reserve	(180,000)	12	12012-1033-2000-0000	Wildwood Road - Finance - Transfer From Reserve	(280,000)	12	(100,000)	(100,000)		1058: Road Asset Renewal Reserve		
	d	??	Retained Earnings	180,000	12	??	Retained Earnings	280,000	12	100,000			Recoup of reserve funding after year end reconciliation		
		10-9000-9000-7053-0	Reserve Cash	(180,000)	12	10-9000-9000-7053-0	Reserve Cash	(280,000)	12	(100,000)					
		10-9000-9000-7051-0	Muni Cash	180,000	12	10-9000-9000-7051-0	Muni Cash	280,000	12	100,000					
10-9000-9000-7051-0		Muni Cash	501,007	12	10-9000-9000-7051-0	Muni Cash	921,007	12			Actual receipt of grant cash				
??		Restricted Liability (Grant Cash)	(501,007)	12	??	Restricted Liability (Grant Cash)	(921,007)	12							
3	a	10-9000-9000-7051-0	Muni Cash	501,007	12	10-9000-9000-7051-0	Muni Cash	921,007	12			Actual receipt of grant cash			
		??	Restricted Liability (Grant Cash)	(501,007)	12	??	Restricted Liability (Grant Cash)	(921,007)	12						
		10-9000-9000-7051-0	Muni Cash	501,007	12	10-9000-9000-7051-0	Muni Cash	921,007	12						
		??	Restricted Asset (Grant Cash)	(501,007)	12	??	Restricted Asset (Grant Cash)	(921,007)	12						
		12010-1016-3280-0000	Sugarloaf Road Reconstruction - Construction & Maintenance - Contractors	751,509	1 to 6	12010-1016-3280-0000	Sugarloaf Road Reconstruction - Construction & Maintenance - Contractors	1,445,743	10 to 12	694,234					
	b	10-9000-9000-7051-0	Muni Cash	(751,509)	1 to 6	10-9000-9000-7051-0	Muni Cash	(1,445,743)	10 to 12	(694,234)			Actual expenditure timing		
		12010-1016-1215-0000	Sugarloaf Road Reconstruction - Construction & Maintenance - State Capital Grant	(501,007)	12	12010-1016-1215-0000	Sugarloaf Road Reconstruction - Construction & Maintenance - State Capital Grant	(921,007)	12	(420,000)					
		??	Restricted Liability (Grant Cash)	501,007	12	??	Restricted Liability (Grant Cash)	921,007	12	420,000					
	c	10-9000-9000-7051-0	Muni Cash	501,007	12	10-9000-9000-7051-0	Muni Cash	921,007	12	420,000			Recoup of grant funding after year end reconciliation		
		??	Restricted Asset (Grant Cash)	(501,007)	12	??	Restricted Asset (Grant Cash)	(921,007)	12	(420,000)					
		12010-1033-2000-0000	Sugarloaf Road Reconstruction - Finance - Transfer From Reserve	(250,502)	12	12010-1033-2000-0000	Sugarloaf Road Reconstruction - Finance - Transfer From Reserve	(524,736)	12	(274,234)	(274,234)	1058: Road Asset Renewal Reserve			
	d	??	Retained Earnings	250,502	12	??	Retained Earnings	524,736	12	274,234			Recoup of reserve funding after year end reconciliation		
		10-9000-9000-7053-0	Reserve Cash	(250,502)	12	10-9000-9000-7053-0	Reserve Cash	(524,736)	12	(274,234)					
		10-9000-9000-7051-0	Muni Cash	250,502	12	10-9000-9000-7051-0	Muni Cash	524,736	12	274,234					
4		a	12333-1016-3280-0000	Townscape Works Dunsborough - Construction & Maintenance - Contractors	1,748,490	1 to 11	12333-1016-3280-0000	Townscape Works Dunsborough - Construction & Maintenance - Contractors	2,135,000	10 to 12	386,510				Actual expenditure timing
			10-9000-9000-7051-0	Muni Cash	(1,748,490)	1 to 11	10-9000-9000-7051-0	Muni Cash	(2,135,000)	10 to 12	(386,510)				
	12333-1033-2000-0000		Townscape Works Dunsborough - Finance - Transfer From Reserve	(1,748,490)	12	12333-1033-2000-0000	Townscape Works Dunsborough - Finance - Transfer From Reserve	(286,510)	12	(286,510)	(286,510)	1058: Road Asset Renewal Reserve			
	b					12333-1033-2000-0000	Townscape Works Dunsborough - Finance - Transfer From Reserve	(286,510)	12	(286,510)	(286,510)	1058: Road Asset Renewal Reserve	Recoup of reserve funding after year end reconciliation		
						12333-1033-2000-0000	Townscape Works Dunsborough - Finance - Transfer From Reserve	(100,000)	12	(100,000)	(100,000)	1048: Other Infrastructure Reserve			
??		Retained Earnings	1,748,490	12	??	Retained Earnings	2,135,000	12	386,510						
10-9000-9000-7053-0		Reserve Cash	(1,748,490)	12	10-9000-9000-7053-0	Reserve Cash	(2,135,000)	12	(386,510)						
10-9000-9000-7051-0		Muni Cash	1,748,490	12	10-9000-9000-7051-0	Muni Cash	2,135,000	12	386,510						
5	a					14835-1016-3280-0000	West Street Resurfacing SLX 1.00 to 1.15 - Construction & Maintenance - Contractors	30,000	10 to 12	30,000			Actual expenditure timing		
						10-9000-9000-7051-0	Muni Cash	(30,000)	10 to 12	(30,000)					
	b					14835-1033-2000-0000	West Street Resurfacing SLX 1.00 to 1.15 - Finance - Transfer From Reserve	(30,000)	12	(30,000)	(30,000)	1058: Road Asset Renewal Reserve	Recoup of reserve funding after year end reconciliation		
						??	Retained Earnings	30,000	12	30,000					
						10-9000-9000-7053-0	Reserve Cash	(30,000)	12	(30,000)					
a		14815-1016-3280-0000	Hotel Site 2 Carpark - Construction & Maintenance - Contractors	230,000	8 to 11	14815-1016-3280-0000	Hotel Site 2 Carpark - Construction & Maintenance - Contractors	330,000	10 to 12	100,000			Actual expenditure timing		

Totals for all amendments

12.6 Finance Committee - 5/4/2023 - BUDGET AMENDMENT REQUEST - AGED HOUSING AND LEGAL SERVICES

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.5 Responsibly manage ratepayer funds to provide for community needs now and in the future.
SUBJECT INDEX	Legal and Property Services
BUSINESS UNIT	Legal and Property Services
REPORTING OFFICER	Manager Legal and Property Services - Ben Whitehill
AUTHORISING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A FCS - Budget Amendment Detail ↓ 

This item was considered by the Finance Committee at its meeting on 5/4/2023, the recommendations from which have been considered by Council.

The officer recommendation was moved and carried.

COUNCIL DECISION

C2304/069

Moved Councillor M Love, seconded Councillor P Carter

That the Council endorse the following requested budget amendments:

Item #	Amendment Description				
	Project Description				
	Budgeted Municipal Net Current Position	Operational Expenditure Budget	Capital Expenditure Budget	Grant	Reserves or Restricted Assets
	Increase / (Decrease)	Increase / (Decrease)	Increase / (Decrease)	(Increase) / Decrease	Increase / (Decrease)
1	Increase capital expenditure on project 12231				
	Aged Housing Capital Improvements - Harris Road				
	-	-	30,000	-	(30,000)
2	Increase capital expenditure on project 12233				
	Aged Housing Capital Improvements - Winderlup				
	-	-	100,000	-	(100,000)
3	Increase operational expenditure on project 10824				
	Legal & compliance Services - Legal Expenses				
	-	80,000	-	-	(80,000)
TOTALS	-	80,000	130,000	-	(210,000)

CARRIED 8/0

BY ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That the Council endorse the following requested budget amendments:

Amendment Description					
Project Description					
Item #	Budgeted Municipal Net Current Position	Operational Expenditure Budget	Capital Expenditure Budget	Grant	Reserves or Restricted Assets
	Increase / (Decrease)	Increase / (Decrease)	Increase / (Decrease)	(Increase) / Decrease	Increase / (Decrease)
1	Increase capital expenditure on project 12231				
	Aged Housing Capital Improvements - Harris Road				
	-	-	30,000	-	(30,000)
2	Increase capital expenditure on project 12233				
	Aged Housing Capital Improvements - Windermere				
	-	-	100,000	-	(100,000)
3	Increase operational expenditure on project 10824				
	Legal & compliance Services - Legal Expenses				
	-	80,000	-	-	(80,000)
TOTALS	-	80,000	130,000	-	(210,000)

EXECUTIVE SUMMARY

This report seeks Council approval of budget amendments within the Finance and Corporate Services Directorate as detailed in this report. Adoption of the officer recommendation will result in a nil impact to the City's budgeted operating result and nil impact on the net current position.

BACKGROUND

In accordance with section 6.8(1) of the *Local Government Act 1995*, a local government is not to incur expenditure from its Municipal fund for an additional purpose except where the expenditure:

- is incurred in a financial year before the adoption of the annual budget by the local government; and
- is authorised in advance by Council resolution - absolute majority required; or
- is authorised in advance by the Mayor in an emergency.

Approval is therefore sought for the budget adjustments detailed in the attachment for the reasons specified.

OFFICER COMMENT

Council adopted its 2022/2023 Municipal Budget on Wednesday 3 August 2022 with a balanced budget position. Since then, officers have identified areas within the budget that require reconsideration or adjustment. It is good management practice to revise the adopted budget when it's known that circumstances have changed. To ensure this is the case, budgets are reviewed on a monthly basis.

Amendments to the budget are categorised into the three key types as listed below:

1. Adjustments impacting the budget balance or net position of the City;
2. Adjustments with no impact on the budget balance; and
3. Adjustments to transfer budget between capital and operating undertakings.

The adjustments that are required for this budget amendment are of the type 2 category above. The below commentary outlines the details of the required amendment.

Item 1: Aged Housing Capital Improvements - Harris Road

Council approval is sought to increase this budget by \$30,000, from \$12,608 to \$42,608. The budget increase is to be drawn from the Joint Venture Aged Housing Reserve.

The 2022/23 budget of \$12,608 was significantly less than the amount allocated in 2021/22, being \$73,000. The budget is intended to be used for capital improvements. To date one minor refurbishment was undertaken after a tenant vacated with year to date expenditure of \$7,089 (as at 27 March 2023).

While no additional refurbishments are anticipated for the remainder of the financial year a budget amendment is sought to ensure that if a tenant vacates there will be sufficient funds to allow a refurbishment to occur if required. Any unspent funds will be returned to the Joint Venture Aged Housing Reserve at the end of the financial year.

Item 2: Aged Housing Capital Improvements - Winderlup Villas

Council approval is sought to increase this budget by \$100,000, from \$25,215 to \$125,215. The budget increase is to be drawn from the Joint Venture Aged Housing Reserve.

The 2022/23 budget of \$25,215 was significantly less than the amount allocated in 2021/22, being \$81,200. The budget is intended for capital improvements. To date two major refurbishments have been undertaken this financial year after tenants vacated totalling \$80,228. This budget amendment will cover those costs.

While no additional refurbishments are anticipated for the remainder of the financial year an additional budget amount is sought to ensure that if a tenant vacates there will be sufficient funds to allow a refurbishment to occur if required. Any unspent funds will be returned to the Joint Venture Aged Housing Reserve at the end of the financial year.

Item 3: Legal Expenses

Council approval is sought to increase this budget by \$80,000, from \$102,600 to \$182,600. The budget increase is to be drawn from the Legal Expenses Reserve.

Legal expenditure varies from year to year depending on the number and nature of the matters the City is involved in. During the current financial year the City has been involved in a number of complex legal matters and legal expenditure has marginally exceeded the budget, with year to date expenditure of \$109,133 (as at 27 March 2023).

A budget amendment is therefore sought and to ensure that there will be sufficient budget for further legal expenditure if required. Any unspent funds will be returned to the Legal Expenses Reserve at the end of the financial year.

Statutory Environment

Section 6.8 of the *Local Government Act 1995* refers to expenditure from the Municipal fund that is not included in the annual budget. Any adjustments to a budget allocation must be made by an absolute majority decision of the Council. Additionally, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

Relevant Plans and Policies

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

Financial Implications

The following table summarises the financial implications. The attached detailed budget amendments table outlines the specific detailed alterations to the adopted budget required in the financial system.

	(Increase) / Decrease in Operational Revenue	Increase / (Decrease) in Operational Expenditure	(Increase) / Decrease in Capital Revenue	Increase / (Decrease) in Capital Expenditure	Increase / (Decrease) in Reserves and/or Restricted Assets	Increase / (Decrease) in Net Current Position
Item 1	-	-	-	30,000	(30,000)	-
Item 2	-	-	-	100,000	(100,000)	-
Item 3	-	80,000	-	-	(80,000)	-
TOTALS	-	80,000	-	130,000	(210,000)	-

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 Council could decide not to go ahead with the proposed budget amendment request.

CONCLUSION



Council's approval is sought to amend the budget as per the details contained in this report.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

If the officer recommendation is endorsed, the budget amendment will be processed within a month of being approved.

		ADJUSTMENTS WITH NO IMPACT ON BUDGET BALANCE:												
AMENDMENT ITEM REFERENCE #	COMPONENT #	EXISTING				PROPOSED				NET BUDGET CHANGE	RESERVE IMPACT	RESERVE NAME	ADDITIONAL OFFICER COMMENTARY	
		ACCOUNT CODE STRING	DESCRIPTIONS (Project-Cost Centre-Natural Account)	AMOUNT DR / (CR)	PERIODS AFFECTING	ACCOUNT CODE STRING	DESCRIPTIONS (Project-Cost Centre-Natural Account)	AMOUNT DR / (CR)	PERIODS AFFECTING					
1	a	12231-1042-3280-0000	Aged Housing Capital Improvements Harris Road - Aged Housing - Contractors	12,608	12	12231-1042-3280-0000	Aged Housing Capital Improvements Harris Road - Aged Housing - Contractors	42,608	12	30,000			Actual expenditure timing	
		10-9000-9000-7051-0	Muni Cash	(12,608)	12	10-9000-9000-7051-0	Muni Cash	(42,608)	12	(30,000)				
	b	12231-1033-2000-0000	Aged Housing Capital Improvements Harris Road - Finance - Transfer From Reserve	(12,608)	12	12231-1033-2000-0000	Aged Housing Capital Improvements Harris Road - Finance - Transfer From Reserve	(42,608)	12	(30,000)	(30,000)	1040: Joint Venture Aged Housing Reserve (Harris/Winderup)	Recoup of reserve funding after year end reconciliation	
		??	Retained Earnings	12,608	12	??	Retained Earnings	42,608	12	30,000				
		10-9000-9000-7053-0	Reserve Cash	(12,608)	12	10-9000-9000-7053-0	Reserve Cash	(42,608)	12	(30,000)				
		10-9000-9000-7051-0	Muni Cash	12,608	12	10-9000-9000-7051-0	Muni Cash	42,608	12	30,000				
a	12233-1042-3280-0000	Aged Housing Capital Improvements Winderup - Aged Housing - Contractors	25,215	12	12233-1042-3280-0000	Aged Housing Capital Improvements Winderup - Aged Housing - Contractors	125,215	12	100,000			Actual expenditure timing		
	10-9000-9000-7051-0	Muni Cash	(25,215)	12	10-9000-9000-7051-0	Muni Cash	(125,215)	12	(100,000)					
2	a	12233-1033-2000-0000	Aged Housing Capital Improvements Winderup - Finance - Transfer From Reserve	(25,215)	12	12233-1033-2000-0000	Aged Housing Capital Improvements Winderup - Finance - Transfer From Reserve	(125,215)	12	(100,000)	(100,000)	1040: Joint Venture Aged Housing Reserve (Harris/Winderup)	Recoup of reserve funding after year end reconciliation	
		??	Retained Earnings	25,215	12	??	Retained Earnings	125,215	12	100,000				
	b	10-9000-9000-7053-0	Reserve Cash	(25,215)	12	10-9000-9000-7053-0	Reserve Cash	(125,215)	12	(100,000)				
		10-9000-9000-7051-0	Muni Cash	25,215	12	10-9000-9000-7051-0	Muni Cash	125,215	12	100,000				
		a	10824-1039-3244-9682	Legal & Compliance Services - Legal & Property Management - Legal Expenses	102,600	12	10824-1039-3244-9682	Legal & Compliance Services - Legal & Property Management - Legal Expenses	182,600	12	80,000			Actual expenditure timing
			10-9000-9000-7051-0	Muni Cash	(102,600)	12	10-9000-9000-7051-0	Muni Cash	(182,600)	12	(80,000)			
3	b					10824-1033-2000-0000	Legal & Compliance Services - Finance - Transfer From Reserve	(80,000)	12	(80,000)	(80,000)	1041: Legal Expenses Reserve	Recoup of reserve funding after year end reconciliation	
						??	Retained Earnings	80,000	12	80,000				
						10-9000-9000-7053-0	Reserve Cash	(80,000)	12	(80,000)				
						10-9000-9000-7051-0	Muni Cash	80,000	12	80,000				
											(210,000.00)			

16.1 YOU CHOOSE COMMUNITY FUNDING PROGRAM - PILOT PARTICIPATORY BUDGETING
BASED PROGRAM - OUTCOMES

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.1 Provide opportunities for the community to engage with Council and contribute to decision making.
SUBJECT INDEX	Community Engagement
BUSINESS UNIT	Corporate Services
REPORTING OFFICER	Strategic Projects / Grants Officer - Julie Rawlings
AUTHORISING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A You Choose Community Feedback  

The officer recommendation was moved and carried.

COUNCIL DECISION

C2304/070

Moved Councillor J Richards, seconded Councillor S Riccelli

That the Council:

1. **Endorse continuation of the You Choose Program as outlined in this report; and**
2. **Endorse the allocation of \$100,000 to the Program in each round, being every two years commencing from 2023/2024, to be funded through an annual allocation of \$50,000 from the draft Donations, Contributions and Subsidies budget.**

CARRIED 8/0

BY ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That the Council:

1. Endorse continuation of the You Choose Program as outlined in this report; and
2. Endorse the allocation of \$100,000 to the Program in each round, being every two years commencing from 2023/2024, to be funded through an annual allocation of \$50,000 from the draft Donations, Contributions and Subsidies budget.

EXECUTIVE SUMMARY

As part of determining the CEO's key performance indicators (KPI) for 2021/2022, the Council and the CEO agreed to implement a pilot participatory budgeting style program titled "You Choose" (the Program), to provide opportunity for the community to have more involvement and input how a portion of Council funds is allocated. This report details the outcomes of that pilot program and recommends to Council that the program continues, with some minor amendments based on learnings during the pilot.

BACKGROUND

Participatory budgeting (PB) is a process of democratic deliberation and decision-making. It can take many forms but is based around the principles of local ownership and involvement in setting budget priorities and identifying projects for public spend. The decision to explore how, and to what extent, a PB approach could be implemented at the City of Busselton was largely focused around this objective, as well as improving community engagement, increasing transparency and accountability, and providing an opportunity for community capacity building.

Officers researched PB approaches implemented at a number of other local governments across Australia and it was agreed with Councillors that a pilot program should focus on a small and clearly defined portion of the City's budget. The Program endorsed by Council on 28 April 2021 required that the CEO:

Implement the You Choose program and report the outcomes to Council at its conclusion for consideration of its continuation and / or expansion of PB principals to other aspects of the City's budget.

The program was launched in September 2021 with 26 eligible submissions put to the community to deliberate on. From 21 January 2022 to 17 February 2022 the community took part in allocating the \$100,000 budget using a Prioritise Budget tool available through the City's Your Say site.

At its meeting on 9 March 2022 Council resolved (C2203/0047) to:

1. *Endorse the funding distribution of \$96,304 to the following preferred projects as chosen by the community through the You Choose community funding program.*

1	<i>Shelterbags</i>	<i>\$20,000</i>
2	<i>Supporting Pets of Older Persons</i>	<i>\$7,750</i>
3	<i>Busselton Hospice Care Lasting Words</i>	<i>\$10,875</i>
4	<i>Waste Not Want Not</i>	<i>\$20,000</i>
5	<i>Ludlow Tuart Forest Heritage Walk Trail</i>	<i>\$18,596</i>
6	<i>Vasse Fathering Project</i>	<i>\$19,083</i>

2. *In the event that the Shelterbags and/or Waste Not Want Not projects are unable to secure the additional funding required within six months, authorise the CEO to allocate funding to the next most popular projects/s to a maximum of \$100,000.*
3. *Endorse any remaining unallocated funds to be returned to the Donations, Contributions and Subsidies budget.*

OFFICER COMMENT

The You Choose program was well supported with 1,330 residents and ratepayers embracing the opportunity to have more involvement in allocating a portion of Council funds. The program generated positive media coverage and feedback.

Feedback was sought about the program concept through the online voting stage, with a total of 352 (free text) comments received. The majority of the comments were positive (refer to Attachment 1 – Summarised Feedback by age group). Some included suggestions for improvement of the program, including:

- identifying an accessibility issue on some devices;
- the inclusion of tags or categories for projects eg. environment, social, economic;
- more restrictions on the projects submitted, in particular around those that are businesses or short term activities rather than lasting investments; and
- suggesting winners can't apply in consecutive years.

Each of the 1330 voters were asked if they thought the program should continue by indicating Yes, No or Undecided.

- 1,276 people would like to see the program continue;
- 44 were undecided and 10 believed it should not continue.

The successful applicants under the program were given 12 months, to 30 June 2023, to complete their projects with acquittal required shortly after. Project updates have been provided, as required by funding agreements, and five of the six applicants are expected to fully complete their projects within the required timeframe.

The following is a summary of progress for each of the five projects along with feedback from the applicant on the You Choose program.

1. Shelterbags (Rotary Club of Busselton Geographe Bay) – project completed.

Rotary's 'Shelterbag' project received the most votes through community voting. Shortly after Council resolving the proponent of the Shelterbags project secured all required funding and successfully implemented their project. 700 Shelterbags arrived in August 2022 and 250 have been distributed to date. The You Choose funding ensured that 1/3 of the Shelterbags purchased were dedicated to the City of Busselton district. Rotary's Steering Committee have responded to a request from outside agencies beyond the South West to purchase shelterbags. They advise that funds from the purchased Shelterbags will ensure a sustainable aspect beyond the life of the grants and donations obtained.

Rotary has indicated its support for the program advising that it "believed the ability for residents to vote for a project they see directly benefits our community is a great way to allocate funding. It allows grassroots initiatives by local clubs and groups to have a chance at attracting funds with community support".

2. Pets of Older Persons (POOPS) – project completed.

The project included the purchase of new dog harnesses for increased safety, branded t-shirts, hats and sling bags. The applicant advised "the You Choose program has raised POOPS profile considerably and the highly visible attire creates conversation, improves visibility and generates a social aspect far exceeding expectations. The volunteer service provides much more than dog walking for seniors."

POOPS expressed its appreciation for "offering this unique way to source funding. The process was simple and easy to follow and any queries were dealt with promptly."

3. Busselton Hospice, Lasting Words - project completion expected by 30 June 2023

The project involved training volunteers to gain skills that will allow people approaching the end of their life to have their stories captured.

The applicant advised that the scheduled 2 days training for Lasting Words did not proceed due to COVID-19 impacting Palliative Care WA volunteer trainers. The training has been rescheduled for May 23. A third final half-day will be a train-the-trainer component so a small group of staff/volunteers can continue to build the capacity of the program going forward.

The program will be fully acquitted by 30 June with Lasting Words being actively delivered into the Community.

4. Ludlow Tuart Forest Heritage Walk Trail – project completion expected by 30 June 2023.

The applicant advises that the trail selection, removal of obstacles and the initial clearing of the path is completed. Limestone has been delivered and they are awaiting on a contractor and cooler weather to limestone the path. Interpretive signage is in development.

The Ludlow Tuart Forest Restoration Group expressed their appreciation to the City of Busselton, local community and all the volunteers who are supporting this restoration. “The You Choose grant will help us to support more tourism to this remarkable and beautiful part of the world.”

5. Vasse Fathering Project, Multi-use Trailer – project completed.

The cost for the trailer increased prior to procurement and in the spirit of the program, which included the community finding solutions to problems if they arose, the Group successfully sourced the additional funding required and were able to complete the original specification for the trailer. The trailer is in use and provides great support for the Groups events and activities.

The Group advised “that the program is a great initiative and should definitely be considered again. It has been a way for small groups to reach out to the community for approval (support) and this is always great.”

The sixth project – the Waste Not Want Not project – has not been able to proceed. In April 2022 South West Biotech, the proponent of the Waste Not Want Not project, requested to vary their proposal by seeking to relocate the project to a City waste site. The City did not support this change as the proposed location would alter the conditions of the funding approval. The City advised that it remained supportive in principle of the project and encouraged the applicant to explore other options.

In early October 2022 the proponent advised they had located an alternate site and submitted a development application to the City for the new location. In January 2023 the proponent withdrew the development application and indicated its continued preference for the project to be located at the City’s waste facility in Rendezvous Road. The City has indicated it will revisit the request subject to and dependant on further information. Given the required project completion date of 30th June, 2023 however, funding of the project has not proceeded.

Program Assessment

Officers consider the Program to have been a success and to have met the intended objectives, being to increase community ownership and involvement in how a portion of the City’s budget is allocated, and to develop community capacity to deliver projects and initiatives with support of the City.

The Program has been well received by the community with feedback from the community indicating high levels of engagement with the ability to influence where this money has been spent. Three of the six projects have been completed, providing benefit to the community, with another two well progressed.

It is therefore recommended that the Program continue every second year (commencing 2023/24) with an allocation of \$100,000, provided from the overall Donations, Contributions and Subsidies budget, and a cap of \$20,000 per project. In order to spread the impact on the Donations, Contributions and Subsidies budget and in particular on the Community Assistance Program stream, it is recommended that \$50,000 be allocated annually and carried over into the year of payment.

The pilot demonstrated that a 2 year timeframe is necessary in order to allow enough time to seek submissions, undertake assessment of the projects, engage the community in voting and then implement selected projects.

The following is an indicative timeline for the next process:

Milestone Date	Activity
May / June 2023	Planning and development / internal engagement
July / August / September	Program promotion and launch
October	Community Information Event / Submissions Open for 4 weeks / ongoing promotion
November / Dec	Submissions closed, collated, clarification sought and assessed.
January 2024	Your Say Voting site established, voting opens for 4 weeks
February	Voting closes
March	Council report on the outcomes
April	Successful projects announced and funding agreements finalised
May 2024 to 30 June 2025	Project implementation period

The pilot program provided the opportunity to assess community feedback and lessons learnt during implementation. Should the program continue the following additional or amended program parameters are recommended:

- That the program remain open to applications from businesses and that they be clearly tagged and identifiable as a commercial/business applicant, providing the community with clear information and the choice to decide if the project is worthy. This choice and the ability of the community to discern amongst projects is at the heart of the program.
- Successful applicants from previous round(s) remain eligible to apply with their status as a past winner of funding noted against their submission, again providing the community with the choice to decide.
- It is recognised that some projects may require additional funding and / or circumstances may change which prevent them proceeding. It is recommended in this instance that any unused funding be returned to the Donations, Contributions and Subsidies budget, with a date set by which projects have to commence. If a project has not commenced by that date funding can be returned and used for a final round of the Community Assistance Program. It is recommended that Council don't look to re-allocate unused funding as a general rule to other projects, as per the pilot.
- Projects proposed for City land continue to be considered in circumstances where the project is assessed as relatively easy to implement, for example does not require land use to be varied nor create an ongoing burden for the City/Ratepayers, and does not impact planned works or other City projects.
- Projects to be randomly drawn to determine the order in which they appear for voting.

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.

Relevant Plans and Policies

The officer recommendations aligns to the Policy – Sponsorship Arrangements, which outlines the framework under which the City will enter into Sponsorship Arrangements for the purposes of facilitating the provision of a service, program, event, activity or endeavour that may contribute to the economic, social, environmental or cultural development of the City.

Financial Implications

The City of Busselton has an annual budget allocation through its Donations, Contributions and Subsidies budget of 0.5% of rate revenue. In 2023/2024 this is projected to equate to \$293,645. It is recommended that \$100,000 is utilised for the You Choose community funding program, with \$50,000 to be drawn from the Community Assistance Program stream each year. Any unused funding would be returned to the Donations, Contributions and Subsidies budget as outlined in the Officer Comment section of this report.

Stakeholder Consultation

Community feedback on the program was provided during the voting stage and also by successful applicants. All feedback received has informed development of this report.

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

Should the Officer Recommendation not be supported, the following options could be considered:

1. Not continuing with the program;
2. Amending the parameters of the program.

CONCLUSION

The Program was well supported by the community and provides a unique way for the City to provide community ownership over a portion of its community funding budget. Implementation of the program generated opportunities for positive engagement with the community both on-line and in person. The pilot provided a good grounding in which to move forward and it is recommended that Council continue the program every two years.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

If the officer recommendation is supported budget will be allocated in the 2023/2024 budget adoption and the program will commence in the first quarter of that financial year.

YOU CHOOSE community funding program
FEEDBACK THROUGH VOTING PHASE

Age Group	Summarised Feedback on the Program
<18	<ul style="list-style-type: none"> I think the program is good.
18 -29	<ul style="list-style-type: none"> More options for expanding teen and young adult education in the region before all the young people move to Perth This is a great idea to give the community a chance to make things happen which they would like to see in the coming future and make their living place a more vibrant positive area. I believe this is a wonderful initiative to help the community voice where funds should be allocated as a true representation of priorities. I think it's an awesome idea and I hope it works well, maybe include some mountain bike trails development.
30 - 49	<ul style="list-style-type: none"> A great use of funds voted by locals to continue to grow community engagement and improve facilities. It is a great to promote amazing projects by passionate people. A great initiative for a sense of community and an exposé of local business among a happy atmosphere. I would follow on social media to see the benefit. Great idea. Publicise the stuffing out of it. I love that the rate payer gets a say in who receives funding from local government. A great initiative. Fantastic ideas by some amazing groups. Well done to City of Busselton for involving the community to vote. Good luck to everyone! Fantastic idea. Great way to get some feedback at a reasonable cost. I think it's wonderful that the shire/city is supporting community initiatives and projects which in turn helps the wider community, giving opportunities and helping hand to those who otherwise would be suffering. It's a great idea to get Busselton Citizens involved with our local community. Nice variety across lots of areas to help support all manner of projects. Community grants are a great part of increasing our areas success. <i>Suggest:</i> I would love to see the amount increased and believe it adds so much value to our community. It would be great to see more engagement in letting the public know they can be a part of the decision process too. Fantastic idea. If there is an easier way for people to vote then there may be increased participation e.g. directly via social media. <i>Suggest:</i> Maybe a short video of each of the submissions might be better than a short blurb. Would give entrants a better scope to show everyone why they need funding. Great idea. Needs to keep going. A great initiative and a fair way to distribute the funds. I think it's a great idea to give people with ideas a chance to get these off the ground and for us as locals to get a small chance to help them. Site was a bit confusing, I was trying to reorder the pictures rather than the list. Be great to get feedback once the funds are allocated. 100k can go far, <i>Suggest:</i> would be great to also see the numbers that sit behind it for transparency reasons. Great program. Next time it would be great if people can vote easily from a mobile phone, as it didn't work for me and several other people. <i>Suggest:</i> Make the form phone friendly. Advertising for entrants this is the first I have heard about it.

YOU CHOOSE community funding program
FEEDBACK THROUGH VOTING PHASE

Age Group	Summarised Feedback on the Program
	<ul style="list-style-type: none"> • I think it is fantastic - gets the community involved in deciding what should receive grant funding. It also improves the perceived transparency of the Council. • I like this idea of community voting. • Form was clumsy on mobile device iOS. • Amazing way to get ratepayer feedback on projects. Well done on making us feel part of the process. • Great to have input in assisting local grassroots projects. • Great idea. Gives lots of local ideas an opportunity to get some funding. • I think it is an excellent program and value the opportunity to vote as a resident of Busselton. • Great program - I hope the City works through any teething issues which may arise through the life of the pilot project and makes it a permanent fixture. • Love to see how much the community is engaged to vote for projects. • This is such a fabulous idea. Can't wait to see the projects come alive. • I'm very excited to see what ends up becoming the chosen projects. • Rather than raising these funds through ratepayers invoices and the like, please just reduce the rates going forward. Many locals have their own donations based activities and this money is far more practical in the ratepayers hands than in the City's bank account. Reduce rates instead next year please. A lot of these programs would be eligible for other government grants and should not be funded by the ratepayer. • Overall it's great. Being technology based, it limits the involvement of older people, people with english as a second language, or younger ages too (ie. under 10's). It also will be biased to those able to mobilise online support from their community rather than the most beneficial projects. I like that you can select multiple projects which may mitigate this impact. <i>Suggest:</i> A video pitch might be useful as well as tags to separate those that are environmental with social with economic impacts etc. • A lot of our rate money seems to be directed to projects in and around Busselton. What about Dunsborough/Yallingup and benefiting those of us who pay a lot of money too. • Excellent to have a say in local projects! Perhaps more restrictions on the projects submitted, as some seem to be businesses and some are short term activities rather than lasting investments.
50 - 69	<ul style="list-style-type: none"> • Fantastic gives more openness to selection it's what the people want, Council won't be blamed for selecting favourites. • Think this is a great initiative. • This was fun to do and a great way to have a say. • Thanks for this very fun & cool "survey". A fabulous initiative in itself. • Listen to the ratepayers. • A good program that I believe will grow in popularity in the future. • What a great way for the community to have a say of where they would like to see funding put to use. • Wonderful helping so many in our community. • I like this program. I have selected projects that I think benefit a wide cross section of the community and well as Busselton's economic and social future. I have no specific ties to any chosen project but commend the Council for listening to community aspirations, particularly volunteers who contribute to Busselton's wellbeing. • It's inclusive and a wonderful idea. • Great initiative - well done Shire.

YOU CHOOSE community funding program
FEEDBACK THROUGH VOTING PHASE

Age Group	Summarised Feedback on the Program
	<ul style="list-style-type: none"> • Really good concept and easy to navigate on my iphone. • Great to give residents a chance to help choose direction. • Awesome. Keep it going. • I think "you choose" is an ideal process to identify community driven projects and priorities, congratulations. • Nice idea. <i>Suggest:</i> Need to make it more user friendly for people who are not tech savvy. • <i>Suggest:</i> Each program should have the same budget e.g. \$15,000. • It's great to see community groups be rewarded for innovation and ideas. • <i>Suggest:</i> Please advertise even more broadly to attract a wider range of projects and larger demographic voting. Thank you. • Really like the program and would like to see more emphasis on environment, sustainability and renewable technologies. • I think it is great that the wider community can get involved in what the city is spending money on - well done. • It's great. Gives people an opportunity to bring dreams to fruition. • Love the fact we can have our say. • I think this program is awesome. Supporting community, creating connection and bringing recognition to local organisations. • Great way of involving people and getting their preference. • This is a wonderful idea a great selection of great causes. A beautiful community spirit is what we're all about wish I could've picked everything. • Love the concept of this program. My only concern is are the recipients followed up to ensure they have delivered there project as outlined. • <i>Suggest:</i> The voting tiles should all be on one page or the position of each tile rotate so there is equal exposure for all applications - great idea though. • This is a wonderful program and really user friendly. <i>Suggest:</i> I would like to be able to break down my spend rather than commit to a pre-determined amount when selecting which projects to support. • Until now I never knew about the program, I know many small enterprises in Busselton who are worthy of having their names on the list but don't know about it. We have had 4 market stalls leave the shed markets to open up on their own in Busselton and Dunsborough adding genuine and long term employment to Busselton families, so how do we let them know about this excellent opportunity for next year. • Try it and see, assess after 6 months if funds used constructively. • This is a fabulous idea to allow us, the ratepayers to have a voice, a vote in the direction of this valuable funding. It brings us together in a positive direction. • <i>Suggest:</i> Winners can't apply in consecutive years to give others a chance? • It is a positive and encouraging initiative to support these amazing programs in our community with community recognition and financial support from CoB. • Its good to let the community vote. • Great opportunity for ratepayers & residents to have a real & strong choice with small projects. Thanks. • <i>Suggest:</i> More detailed information about each project would be helpful. • <i>Suggest:</i> There should be set amounts to spend in each district ie Busselton Dunsborough & Yallingup.





YOU CHOOSE community funding program
FEEDBACK THROUGH VOTING PHASE

Age Group	Summarised Feedback on the Program
	<ul style="list-style-type: none"> • <i>Suggest:</i> Do the program twice or more per annum and reduce the number of choices gives each more exposure and potential to obtain some funding even if its not a large amount. • The programs are all worth funding so keep on going and see if we can generate more grant funding for these excellent programs. • Having been a rate payer for many years, it is very heartening to know that at least some money goes to the community and not just our rate money going to PLEASE the tourists! • It's an excellent idea but more money is needed. Another \$100 000 and every project could have been funded. • Excellent idea, now feel more part of the community. • A great initiative to give the community ownership of projects that receive funding. • It's a great way to learn community wishes • I would love to see this continue as I have tried- without any support from as local school, to do a beautification of the drain underpass in Vasse. I will continue to pursue the idea and hope funding will be available in the future. • Can we have the option for "partial funding" rather than all or nothing. • Love the idea of this. One criticism - I didn't see it advertised and was told by a friend tonight. Perhaps more promotion of the ability to vote for these worthwhile causes.
>70	<ul style="list-style-type: none"> • Great idea • Fabulous idea. Please keep it going. • Would like to have allocated to one or two other projects - ran out of money. • I think the program is very positive and proactive. • Good idea for letting ratepayers have a say in how money is spent. • It's a great idea to get Busselton Citizens involved with our local community. • This is an innovative and creative way to engage with the community in finding out their preferences for community funding. Thank you for this opportunity to participate in the program. Best wishes. • I am an ex social worker and there are never enough support agencies with the funds or volunteer staff to support and encourage people struggling with the problems of life. • Each programme selected is about caring for our Community. • A good idea to have community indicate preferences. • I think it is a good idea to support these projects which benefit members of the Community. • After reading all the information it was easy to use the voting system. • Bit complicated, takes a lot of time but should be worthwhile. • I think it is a wonderful program however there are too many great initiatives to choose from. I like them all. • I believe the program is required to allow the various groups to obtain funding to develop and grow to provide support for the local community as well as create the opportunity to show what the city has to offer for the visiting public. • Question. Is the City not getting financially involved in too many areas, the need for 'non-productive' staff is getting out of hand! • Great concept, thanks City. • I would like to be able to support more of these projects ... the choice is not easy.

YOU CHOOSE community funding program
FEEDBACK THROUGH VOTING PHASE

Age Group	Summarised Feedback on the Program
	<ul style="list-style-type: none"> • I find the program covers a need in the community for many families during a time of sorrow. • It is a wonderful initiative and I hope it is successful and that it continues and that even more funding is made available for more community projects. • Will all respondents be notified that the voting has been finalised and who are the successful recipients in the same way that people are notified regarding information about submissions for town planning applications? I love the idea of the program by the way. Excellent idea. • Great initiative to give worthwhile projects like these a helping hand. It benefits the whole community. Perhaps select other groups on the next occasion to have an opportunity to benefit from your generosity. Good work. • Some programs need more information. There needs to be a lot more explanation of how some of these programs will work and be implemented. It is wishy washy to say that we will get volunteers to help out. The programs should be fully ready to roll if seeking funding not get the funding and then start a program. Do the programs selected have to provide a full report of how the money is spent? • The balance of the unallocated funds should go to another (last) choice so all funds are allocated. • Please make it easier to vote from a mobile phone • Having been involved in applying for Community Bids in the past, I think this is a very empowering exercise and a great insight into what community groups are enthused about. • I think it gives the people of Busselton Shire a voice to decide where some of the funding is spent. • More Dunsborough groups need to be included

ITEMS FOR DEBATE**12.3 Finance Committee - 5/4/2023 - ADOPTION OF THE LIST OF FEES AND CHARGES FOR THE 2023/2024 FINANCIAL YEAR**

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.5 Responsibly manage ratepayer funds to provide for community needs now and in the future.
SUBJECT INDEX	Fees and Charges
BUSINESS UNIT	Finance and Corporate Services
REPORTING OFFICER	Finance Coordinator - Jeffrey Corker
AUTHORISING OFFICER	Acting Director, Finance and Corporate Services - Sarah Pierson
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A Draft Schedule of Fees and Charges - 2023/24 Financial Year   Attachment B Draft Schedule of Fees - 2023/24 Financial Year (Amended)  

This item was considered by the Finance Committee at its meeting on 5/4/2023, the recommendations from which have been considered by Council.

Prior to the meeting, officers foreshadowed an amendment to the committee recommendation. In accordance with clause 10.18(7) of the City of Busselton *Standing Orders Local Law 2018*, the committee recommendation was put first.

SUBSTANTIVE MOTION

That the Council endorses the Fees and Charges as detailed in the “Schedule of Fees and Charges - 2023/24” as per Attachment A – Draft Schedule of Fees and Charges – 2023/24, effective from and including 1 July 2023.

LAPSED FOR WANT OF A MOVER

The motion lapsed and the amended recommendation was moved and carried.

COUNCIL DECISION

C2304/071 Moved Councillor M Love, seconded Councillor J Richards

That the Council endorses the Fees and Charges as detailed in the “Schedule of Fees and Charges - 2023/24” as per Attachment B – Draft Schedule of Fees and Charges – 2023/24, effective from and including 1 July 2023

CARRIED 8/0

BY ABSOLUTE MAJORITY

Reasons: The Market Stall fee has been revised, and the Security Staff Fee for Saltwater Performing Arts and Convention Centre has been adjusted for clarity. Minor formatting amendments have been made.

OFFICER RECOMMENDATION

That the Council endorses the Fees and Charges as detailed in the “Schedule of Fees and Charges - 2023/24” as per Attachment A – Draft Schedule of Fees and Charges – 2023/24, effective from and including 1 July 2023.

EXECUTIVE SUMMARY

In accordance with Regulation 5(2) of the *Local Government (Financial Management) Regulations*, a local government is to undertake a review of its fees and charges regularly, and not less than once in every financial year. This report provides Council with a recommended Schedule of Fees and Charges to apply for the financial year commencing on 1 July 2023.

BACKGROUND

Each year, the City sets its fees and charges with the view of implementing any changes as of 1 July in any given year. City officers have reviewed each section of the fees and charges and have highlighted any areas of change, or reasons why no changes have occurred in comparison to the existing adopted listing.

As part of the annual review of the fees and charges, officers take into account matters including the cost to provide a service, market conditions and needs of the community. These inform the recommendations made to the Council.

When Council adopts an annual budget, it may also set its fees and charges that will be imposed during a financial year. In order for the 2023/24 schedule of fees and charges to be effective from the commencement of the new financial year, the Council is required to adopt its schedule in advance of 30 June 2023, such that any statutory public notice periods (including gazettal’s where required) can be complied with.

OFFICER COMMENT

The 2023/24 Draft Schedule of Fees and Charges has been guided by a 3.9% general escalation over currently adopted fees and charges. Notwithstanding this, in some limited instances, this principle is not appropriate, with other factors also requiring consideration. The following provides an overview, by Directorate, of noteworthy instances where an increase has not been applied, whilst also discussing, where relevant, newly proposed fees and charges.

Planning and Development Services

Building Related Fees

- General

A number of new fees have been included, which are set by statute; to ensure all fees and charges are clearly captured.

Health Related Fees

- General

A number of fees have not been increased as they are already set at the maximum statutory amount. A number of new fees have been included, which are set by statute; to ensure compliance. The wording of a number of fees have been modified to improve clarity.

- Holiday Homes
The fee for an application to replace a Manager has been deleted as keeping contact details current needs to be encouraged.
- Effluent Disposal Fees
The “Copy of Approval – Apparatus for Treatment of Sewerage” fee has been removed as it is infrequently requested and only takes 5 minutes for the administrative staff to extract from ECM.
- Noise Regulation Fees
The Noise Monitoring Report fee has been removed as staff are not qualified to provide this service. The service should be provided by an external consultant.
- General Fees
The fee to request a premises Inspection Report has been deleted. Premises reports are provided as a standard following an inspection and included in the premises inspection fee. The fee for a report to a settlement agent has been deleted as this should be obtained from the current owner not the City.

Town Planning Related Fees

- General
A number of new fees have been included, which are set by statute; to ensure compliance.

Ranger & Fire Service Related Fees

- Dangerous Dogs
This fee is prescribed in r.31(2) of the Dog Regulations 2013 and cannot be varied.

Engineering & Works Services

- No notable variations

Finance & Corporate Services

Cemetery fees

- Grant of Right of Burial
Currently the City’s fees relating to the Grant of Right of Burial are higher than comparable fees charged by other LGAs of equivalent size. There have been significant increases over the last decade to bring what were lower fees up to standard, from \$1,000 in 2012 to \$2,110 in 2022; however a further review indicates that they not be increased this year to ensure they are comparable with other LGAs.

Community & Commercial Services

Events & Casual Ground Hire

- Commercial use of Sports Grounds
Half and Full day rates replaced by an hourly rate.
- Commercial use of Reserves (Other Reserves)
Half and Full day rates replaced by an hourly rate.

- Community use of Sports Grounds
Half and Full day rates replaced by an hourly rate.

Events – Equipment Hire & Signage

- Hire of Stage
Fees to hire the City's stage are proposed to be removed. Event organisers are finding it more cost effective to hire stages from event hire suppliers which include the professional fees to erect them. An asset condition assessment and review of the City's stage future will be undertaken.
- Event Signage
With the previous static events billboard now replaced by the digital billboard, fees relating to the old billboard have been deleted.
- Commercial Use of Marine Berthing Platforms - Whale Watching / Tour Vessels
Proposing to reduce the refundable bond by 50% as a trial for 12 months. Feedback from charter operators and marine berthing platform users is that the refundable bond is large and often it is difficult for the smaller charter operators to provide as a cash payment. This is particularly relevant where charter operators are using the platforms two or three times per month. Charter operators have also queried why cruise ships are not charged a bond for their tenders and how the City will claim a bond and prove that damage has been done. To date there has been no reportable damage incurred or need to claim a bond for the platforms use.
- Commercial Use of Marine Berthing Platforms - Cruise Ship Vessels
The "Tender berthing permit" fee was originally listed in the Fees and charges, split between the different cruise ship passenger capacity numbers (< 1,000 passengers, 1,000 -2,000 passengers, >2,000 passengers). Officers are proposing a new structure whereby the Tender berthing permit fee at the Busselton jetty (per ship visit) is a standalone fee (\$3000) that is then allocated to the Busselton Jetty Maintenance Reserve and a new Passenger Facilitation fee is introduced based on the cruise ship passenger capacity number. The new passenger facilitation fees should be allocated to the Economic and Business Development Budget to offset the expenditure for the cruise ship / MRBTA allocation for the costs of the passenger welcoming hosts, event set-up, traffic management and other related costs such as visitor information and/or shuttle buses.

Busselton Cultural Precinct

- Saltwater Performing Arts & Convention Centre
As the Centre has not opened yet, all fees are listed to remain at the previously adopted rates for the first year of operation. Fees relating to the Courtyard have been deleted as it is likely that the area will be leased by the Gallery building operator.
- Bond Store, New Courtroom, Ballarat room, Courtyard
The wages fee is to be aligned with Saltwater as it will be the same staff delivering the service.
- Old Courthouse Courtyard
Propose that use is free for community groups in line with foreshore amphitheater, with the per hour charge to be for commercial use.

- Other Fees & Charges

The Art Award entry fee is to be increased from \$35 to \$40, as the existing fee does not cover the costs of administration and exhibition. The Market Stall fee is to be increased from \$25 to \$40 as the existing fee does not cover costs. The Heritage tour fees are to increase in line with industry benchmarking.

Library Charges

- General

The “Public Internet – Guest Pass” fee is to be removed as they are no longer distributed.

Busselton-Margaret River Regional Airport

- Passenger Fees

The “passenger facilitation for open and closed charter flights (per departing passenger) utilising ground handling and terminal building” fee has been decreased by 48% as a new “passenger facilitation for open and closed charter flights (per arriving passenger)” fee has been introduced. The sum of the two fees for departing and arriving passengers includes a 4% fee increase in line with the general increase percentage.

- Landing Fees & General Aviation Charges

The landing fees for fixed and rotary wing aircraft 0-999kgs and 1,000-1,999kgs MTOW (flat fee per landing) have not been increased. This is to encourage general and recreational aviation users to use the BMRA, particularly at a time when the City of Busselton is promoting the availability of general aviation hangar leases.

The fixed and rotary wing aircraft 5,700-19,999kg and aircraft great than 20,000kg MTOW per part 1000kg have been increased by 5.13% and 6.73% respectively to account for increased usage of airside asset maintenance and renewal.

The general aviation hardstand parking only, per day – first 24 hour free has not been increased to encourage general and recreational aviation use of the BMRA.

- Car Parking

The FIFO Pre paid per day fee (based on annual use) fee title has been changed to FIFO Car park frequent user per day fee (based on annual use) in line with other related FIFO parking fees. Considering past fee reviews, and after benchmarking the fee against other comparable airports; the fee has been increased by an increment of 50 cents resulting in an 8.33% increase.

The lost parking validation ticket has been increased to \$200 (42%) to ensure that this option is not more affordable than the average longest stay.

The car park frequent user swipe card refundable fee is to be replaced with a fee for the issuance of a FIFO Car park frequent user swipe card, including administration which is now non-refundable.

A new fee is being introduced to replace a lost FIFO car park frequent user swipe card.

- Public Car Park

Considering past fee reviews, and after benchmarking the fee against other comparable airports; the rates for the public car park have all been increased by 50cents which has resulted in an increase of between 5 and 10%.

- Secure Car Park

These two fees are being removed as there is not sufficient secure car parking to provide this options. Since the introduction of this fee there has been no take up.

- Other Fees

Three new fees have been introduced to cover the administration and material costs for a driver's airside license, the replacement for either a lost or not returned Visitor Identification Card (VIC) and the replacement of a terminal security access swipe card.

Busselton Jetty Tourist Park

- General

Generally all fees and charges for the Busselton Jetty Tourist Park have been increased in line with the general increase percentage, however rounding and aligning the overnight fees with the weekly (up to 27 days and after 27 days) has resulted in increases ranging from 3.8% to 4.25%. A number of fees such as the extra child/adult fee and miscellaneous fees club rates have not been increased and club overnight rates increased by only 2.8% to attract patronage during off peak seasons.

Hire Facilities – Halls, CRC, YCAB & Undalup Function Room

- General

Renamed with the actual venues included (Halls, CRC, YCAB & Undalup Function Room). This will remove any confusion with hiring of other City rooms e.g. NCC, GLC, Art Geo.

- Facility Hire Bonds

New Key Issue fee included for Sporting clubs who require access to gate keys that are not being returned (hence no key bond required). This will reduce the amount of 'Key Bonds' being raised and funds sitting in the COB Bond Account when they will never be refunded or key(s) returned.

- Miscellaneous Facility Fees

Increase Facility Hire Cancellation Fee (less than 1 weeks' notice given). Change from 30% of hire value to 50% of hire value. Benchmarked with other LGS's fees & charges with some charging 50-100%. Encourages customers to ensure they notify booking cancellations earlier, allows time for another hirer to take the booking allocation and reduces the chance of customers cancelling at short notice due to having to forfeit 50% of their paid booking fee.

- Undalup Function Room

The "Registered Charity" fee categories had been separately identified. They are now combined with the Community Group fee, at the higher rate. The Undalup Function Room requires a COB staff member to be present during functions during business hours and after hours/weekends. The current Registered Charity fee is heavily reduced and if a weekend booking of this venue is made it costs the COB more to pay a staff member to work than what is received in Venue Hire Fees. The 'Community Group' fee is already subsidised, so it is recommended to combine the Charity fee into the Community Group fee – to be called 'Community Group / Charity'. This is still offering hirers a reduced fee for either a community group or a registered charity group.

Increase the Dance Floor Rental fee to \$100. It takes a COB Staff member up to 2 hours to put the dance floor together and then dismantle and store away for each function. An increase from \$66 to \$100 (51.5%) is recommended.

Increase the Undalup Room Stage Hire fee to \$100. Requires 2 COB Staff to set up and pack up, local event hire companies charge over \$150 to hire.

Add new Venue support staff hourly fee – time & a half (Saturdays). The hirer is to cover the cost of staff required to be in attendance for functions, above and beyond the venue hire fee. This is benchmarked against Industry and other LGAs. COB causal rate on a Saturday is paid at time and a half.

Add new Venue support staff hourly fee – Double time (Sundays). The hirer is to cover the cost of staff required to be in attendance for functions, above and beyond the venue hire fee. This is benchmarked against Industry and other LGAs. COB causal rate on a Sunday is paid at double time.

Busseton Community Resource Centre

- Ground and First Floor Meeting Room Hire

The CRC meeting Rooms are regularly booked to capacity. With little increase to fees in recent years, benchmarking has shown that they were very low. Additionally, there was a large discrepancy between the rates charged to local community groups compared to charities. Accordingly, the rates applicable to charities are to be increased this year, as the first stage of a multi-year plan to align them with the Community rate. The Community rate has also been increased as a result of usage patterns and price benchmarking.

Outdoor Court Hire

- General

This has been renamed from Court Hire Levies to distinguish between indoor courts and outdoor courts.

- Summer / Winter Sports

Court fees both indoor and outdoor have been included in the recent fees and charges review. The Association of Senior and Junior Player seasonal fees have been removed and replaced with an hourly outdoor court hire fee. Previously charges have only applied for games not training usage, now all usage will be charged by the hour. This aligns with benchmarking across other WA LGA's and Parks and Leisure WA benchmarking which utilise hourly rates per court, not a seasonal charge and allows for distinction between outdoor court hire and indoor court hire fees at Geographe Leisure Centre and Naturaliste Community Centre. This new hourly fee is very low initially (\$0.20) to allow for the introduction of an hourly rate without increasing the overall seasonal cost for the Associations and Clubs. This hourly rate will allow for easier increases for future budgeting.

Geographe Leisure Centre

- Swimming Pool

It is proposed to increase the "Sauna/spa/swim (16 years & over only)" fee to \$13.50, an increase of 7%. This better aligns with other fees, as the combination of the adult swim fee of \$7.40 plus new spa/sauna fee \$7.60 equals a \$15 total. Then deducting 10% equals a charge of \$13.50.

A new fee, Spa/sauna \$7.60 has been included. Currently only an option for swim/spa/sauna at cost \$13.50 is included; it is proposed to introduce a new fee for customers choosing not to swim, making it more affordable.

It is proposed to remove the “Swim aid/equipment hire” fee as patrons are encouraged to freely use swim aids if requested, at no additional charge. It also removes the complexities around payment at time of request.

No increase to the current \$5 fee for “Local regular not for profit user groups” is recommended due to the restricted lane space availability at peak times. An increase to this fee would create further financial issues for clubs at this time, with future consideration on how fees should be increased.

- Group Fitness

No increase has been applied to the Lifestyle Senior Program fee which is \$8.00 due to affordability for seniors and with increases over the last several years. Keeping the fee at \$8.00 per session for our Lifestyle introduction program also assists with retention and conversion to a membership.

- Sports Stadium

No increase has been applied to the Casual Shots fees as the majority of users are youth, whom we want to encourage to participate. An increase to the fees would also result in dealing with 10c and 20c denominations, so rounded down to nearest dollar.

- Crèche / Activity Room

The fee for the Vacation Care Program has increased by 10% as a result of increase in costs to run the program, including resources, staffing, and excursions/incursions.

- Membership Packages

A new fee is being introduced, being the “Membership Cancellation Administration Fee” in the amount of \$27.00. This aligns with NCC fee and as stated on membership form.

- Full Memberships

The “Pay as you go cancellation fee” is to be removed as it is not applicable. No fees are charged to cancel direct debit membership, only a requirement to give 14 days’ notice and one final payment.

Naturaliste Community Centre

- General

The fee for Additional Cleaning has been increased to a minimum rate of \$36 per hour (from \$26 per hour), based on current hourly cleaning rate for staff.

- Stadium

The fee for “Association per/hr” has been deleted as this is technically a duplication of the fee referred to Sports court (per hour) Community peak for \$60.

The fees for Casual Shots are to remain unchanged as the majority of users are youth and want to encourage them to participate, also an increase to fee would also result in dealing with 10c 20c denominations.

A new fee of \$240 is being introduced for “Whole of stadium hire – community day hire” as there is no current fee in place. This aligns with GLC fee of \$710 for 3 courts.

A new fee of \$180 is being introduced for “Whole of stadium hire bond” as there is no current fee in place. This aligns with GLC fee of \$535.

A new \$500 fee is being introduced for “Whole of stadium – commercial day hire” as there is no current fee structure for commercial hire of stadium. This is comparable with other regional centres.

A new \$375 fee is being introduced for “Whole of stadium commercial hire bond” as there is no current fee in place; again this aligns with the GLC.

- Multi-Purpose Activity Room – Full and Half, Family Activity Area, Community Office Space, Kitchen/Servery

New fees are being introduced for full day hire for both community and commercial use as no current fee structure exists. Rates are comparable to other regional centres with similar facilities.

- Group Fitness

The “Pay as you go cancellation fee” has been removed as no fees are charged to cancel direct debit membership, only a requirement to give 14 days’ notice and one final payment.

- Crèche / Activity Room

The fee for the Vacation Care Program has increased by 10% as a result of increase in costs to run the program, including resources, staffing, and excursions/incursions.

- The Break Youth Facility

New fees are to be added for this new facility. The community rate has been matched to Shire of Margaret River and Augusta ‘Youth Zone’ fee and has been compared with the size of NCC’s community office space and family activity area. The commercial rate has been benchmarked against the City’s other fees and on average are 35-45% higher than community rate. The higher percentage has been chosen due to electronic equipment and pool table located in space

Statutory Environment

Sections 6.16 to 6.19 of the *Local Government Act 1995* (the Act) refer to the imposition, setting the level of, and associated administrative matters pertaining to fees and charges. The requirement to review fees and charges on an annual basis is detailed within Regulation 5 of the *Local Government (Financial Management) Regulations*.

Section 6.16 of the Act states that a local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide, other than a service for which a service charge is imposed.

Section 6.17 of the Act further states that in determining the amount of a fee or charge for goods and services, a local government is to take in to consideration the following factors:

- a) The cost to the local government of providing the service or goods;
- b) The importance of the service or goods to the community; and
- c) The price at which the service or goods could be provided by an alternative provider.

Section 6.18 of the Act clarifies that, if the amount of any fee or charge is determined under another written law, then a local government may not charge a fee that is inconsistent with that law.

Relevant Plans and Policies

There are no relevant plans or policies to consider in relation to this matter, other than the Long Term Financial Plan which is discussed in the subsequent Financial Implications section.

Financial Implications

Whilst revenue from fees and charges includes items that the Council has no authority to amend (statutory charges set by external bodies), it is important that, where possible, controllable fees and charges are appropriately indexed on an annual basis, to assist in offsetting the increasing costs of providing associated services. This may include increases beyond normal indexation in particular cases, in line with section 6.17 of the Act.

The Council's current Long Term Financial Plan reflected an annual increase in Fees and Charges revenue of 2.2% for the 2023/24 Financial Year. However, current financial conditions are such that Australian CPI for the year to 28 February is 6.8%, and was projected to be 6.75% for the year ending 30 June. The annual LGCI increase to December 2022 was 4.7%. Accordingly, it was determined that an increase of 3.9% would be more appropriate. This will be reflected in the 2023/24 budget and included in future revisions and development of the Long Term Financial Plan.

Stakeholder Consultation

Business Unit Managers are responsible for reviewing fees and charges associated with activities under their control. As part of the review process, consultation may occur with other local government authorities, in addition to a review of prices offered by alternate service providers (pursuant to section 6.17 of the Act).

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

Council may recommend amendments to the Draft Schedule of Fees and Charges as it deems appropriate.

CONCLUSION

As part of the annual review of fees and charges, the currently adopted fees and charges have been reviewed in line with the requirements of the *Local Government Act 1995* and other relevant legislation as applicable. Consequently, it is recommended that Council endorses the Draft Schedule of Fees and Charges for 2023/24 as proposed.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Consequent to adoption by Council, the Schedule of Fees and Charges for 2023/24 will become effective from and including 1 July 2023.

CITY OF BUSSELTON

Draft Schedule of Fees & Charges

2023/24 Financial Year

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Draft Schedule of Fees & Charges

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CITY OF BUSSELTON

Draft Schedule of Fees & Charges

2023/24 Financial Year

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Draft Schedule of Fees & Charges

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CITY OF BUSSELTON**Draft Schedule of Fees & Charges****2023/24 Financial Year**

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
A concession of 50% of the adopted fee or charge may apply (upon application) in relation to those fees and charges shaded and marked with an asterisk (*). The concession is only available to incorporated not for profit organisations and groups where profits raised from the associated activity			
Statutory Charges shall be charged as per the rate set under the relevant Statute, which may be subject to change.			
<u>PLANNING & DEVELOPMENT SERVICES</u>			
<u>BUILDING RELATED FEES</u>			
Fees, not otherwise included below; for Building services set by statute will be charged at the maximum amount applicable under the relevant statute.			
Fees for building services listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012
<u>Uncertified Building Applications</u>			
Building Fee	New	Value of works x 0.32% but not less than \$110.00	Value of works x 0.32% but not less than \$110.00
Construction Training Fund Levy	New	If the value of works is over \$20,000 it is the value of works x 0.2%	If the value of works is over \$20,000 it is the value of works x 0.2%
Building Services Levy	New	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.
<u>Certified Building Applications</u>			
Building Fee - Class 1 or 10	New	Value of works x 0.19% but not less than \$110.00	Value of works x 0.19% but not less than \$110.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Building Fee – Class 2 to 9	New	Value of works x 0.09% but not less than \$110.00	Value of works x 0.09% but not less than \$110.00
Construction Training Fund Levy	New	If the value of works is over \$20,000 it is the value of works x 0.2%	If the value of works is over \$20,000 it is the value of works x 0.2%
Building Services Levy	New	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.
<u>Demolition Permit</u>			
Class 1 or 10	New	110.00	110.00
Class 2 to 9	New	\$110.00 per storey	\$110.00 per storey
Building Services Levy CTF Levy	New	0.137% of work value, with a minimum of \$61.65. If the value of works is over \$20,000 it is value of works x 0.2%	0.137% of work value, with a minimum of \$61.65. If the value of works is over \$20,000 it is value of works x 0.2%
<u>Occupancy Permit</u>			
Application Fee	New	110.00	110.00
Strata Application	New	\$11.60 per unit but not less than \$115.00	\$11.60 per unit but not less than \$115.00
Unauthorised Work	New	Value of works x 0.18% but not less than \$110.00	Value of works x 0.18% but not less than \$110.00
For approved building work (s47,49,50 or 52) Building Services Levy	New	61.65	61.65
For unauthorised building work Building Services Levy	New	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.
Occupancy Permit under s46	New	No BSLevy	No BSLevy
<u>Building Approval Certificates</u>			
Unauthorised building work	New	Value of work x 0.38% but not less than \$110.00	Value of work x 0.38% but not less than \$110.00
For approved building work Building Services Levy	New	123.30	123.30

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
For unauthorised building work Building Services Levy	New	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.
CTF Levy	New	If the value of works is over \$20,000 it is value of works x 0.2%	If the value of works is over \$20,000 it is value of works x 0.2%
Application to replace an occupancy permit for an existing building (s.52(1))	New	110.00	110.00
Application for a building approval certificate for an existing building or an incidental structure where unauthorised work has not been done (s.52(2))	New	110.00	110.00
Application to extend the time during which an occupancy permit or building approval certificate has effect (s.65(3)(a))	New	110.00	110.00
Certificate of Design Compliance			
Class 2 – 9 Buildings	New	Construction value up to \$2M, 0.09% of the GST inclusive estimated value of works, with a minimum of \$385.00; plus GST. Construction value more than \$2M, \$1,980.00, plus 0.07% of the GST inclusive estimated value of works for every \$ over 2M; plus GST.	Construction value up to \$2M, 0.09% of the GST inclusive estimated value of works, with a minimum of \$385.00; plus GST. Construction value more than \$2M, \$1,980.00, plus 0.07% of the GST inclusive estimated value of works for every \$ over 2M; plus GST.
Certificate of Construction Compliance			
Where the City of Busselton provided the Certificate of Design Compliance	New	\$181.50 per hour, with a minimum of \$385.00	\$181.50 per hour, with a minimum of \$385.00
Where the City of Busselton did not provide the Certificate of Design Compliance	New	\$181.50 per hour, with a minimum of \$385.00	\$181.50 per hour, with a minimum of \$385.00
Certificate of Building Compliance			
Authorised or unauthorised Class 2 – 9 buildings	New	\$181.50 per hour, with a minimum of \$385.00.	\$181.50 per hour, with a minimum of \$385.00.

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Unauthorised Class 1 – 10 buildings	New	0.26% of the GST inclusive estimated current value of the works, with a minimum of \$250.00.	0.26% of the GST inclusive estimated current value of the works, with a minimum of \$250.00.
Certificates of Design, Construction or Building Compliance in relation to building work outside the City.	New	\$79.00 per hour, including travel time, with a minimum of \$200.00.	\$79.00 per hour, including travel time, with a minimum of \$200.00.
Provision of written advice confirming compliance with town planning and/or environmental health matters, and/or advising of town planning and environmental health requirements, prior to submissions of an application for issue of a building permit.	New	75.00	75.00
<u>Building Plan Searches</u>			
Electronic Plans	84.00	84.00	84.00
Old Archive (Stored at Depot) The above fees include the cost of copying up to ten A4 or A3 sheets or equivalent. Any further copies which be charged in accord with the adopted photocopy charges as detailed in this Schedule	126.00	125.00	125.00
Provide copy of Housing Indemnity Insurance Policy	84.00	84.00	84.00
Site Plans	66.00	66.00	66.00
<u>Building Inspection and Reports</u>			
Section 39 Building BCA compliance inspection fee - if required.	167.27	173.64	191.00
Property Inspection and Report Preparation	536.36	557.27	613.00
Building Call Out Fee. Fee applies where work for which an inspection is requested, was not ready for inspection.	167.27	173.64	191.00
<u>Swimming Pool Inspections</u>			
4 Yearly Inspection	As per the maximum fee listed in Regulation 53 of the Building Regulations 2012	As per the maximum fee listed in Regulation 53 of the Building Regulations 2012	As per the maximum fee listed in Regulation 53 of the Building Regulations 2012
Pool Certification inspection (upon completion of construction of barrier to a private swimming pool)	167.27	167.27	184.00
Pool inspection fee on sale of property (if more than 1 year from scheduled inspection)	167.27	167.27	184.00
Building and Pool re-inspection fee for non compliance (will be charged when barrier is found to be non-compliant at three consecutive inspections).	167.27	167.27	184.00
<u>Building certificates and written advice (Building Act 2011)</u>			
Extend a Building or Demolition Permit	New	110.00	110.00
<u>HEALTH RELATED FEES</u>			
Fees, not otherwise included below; for Health services set by statute will be charged at the maximum amount applicable under the relevant statute.			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
* Food Premises Fees			
Notification Fee	70.00	72.00	72.00
Application for Registration Food Business - Low Risk	133.00	138.00	138.00
Application for Registration Food Business - Medium / High Risk	245.00	254.00	254.00
Surveillance fee - Low Risk - Pro rata applies	104.00	108.00	108.00
Surveillance fee - Medium Risk - Pro rata applies	224.00	232.00	232.00
Surveillance fee - High Risk - Pro rata applies	449.00	466.00	466.00
Inspection of premises (Additional or on request)	195.00	202.00	202.00
Late Payment Fee	37.00	38.00	38.00
Stallholders			
Application for Stallholders Permit Fee/Renewal of Stallholder's Permit Fee/ Transfer of Stallholders Permit			
per occasion	42.00	43.00	43.00
Up to 3 months	62.00	64.00	64.00
6 months	93.00	96.00	96.00
12 months	156.00	162.00	162.00
Application for Transfer of Stallholder's Permit	37.00	38.00	38.00
Traders			
Application for Trader's Permit	161.00	167.00	167.00
Application for Transfer of Trader's Permit	161.00	167.00	167.00
Itinerant Trader Permit Fee	1,610.00	1,672.00	1,672.00
Trader's Permit – Bond Fees	1,208.00	1,255.00	1,255.00
Trader's Permit Fee – Zone 1			
Prime sites (Meelup Beach Carpark Only)			
12 months - Pro rata applies	5,796.00	6,022.00	6,022.00
Trader's Permit Fee – Zone 1A			
Prime sites (e.g. Boat ramp car parks)			
12 months - Pro rata applies	4,257.00	4,423.00	4,423.00
Trader's Permit Fee – Zone 2			
Secondary sites (e.g. other coastal and foreshore nodes)			
12 months - Pro rata applies	3,180.00	3,304.00	3,304.00
Trader's Permit Fee – Zone 2A			
Other inland sites			
12 months - Pro rata applies	2,667.00	2,771.00	2,771.00
Outdoor Eating Facility			
Application for Outdoor Eating Facility Permit	156.00	162.00	162.00
Outdoor Eating Facility Permit Fee/Renewal of Outdoor Eating Facility Permit Fee	0.00	0.00	0.00
Application for Transfer of Outdoor Eating Facility Permit	67.00	69.00	69.00
* Public Building Fees			
> 5,000 persons, maximum fee under the Public Building Regulations 1992	871.00	871.00	871.00
Public Building Inspection Fee (including events)	120.00	195.00	195.00
Water Sampling Fee			
Chemical Swimming Pool sample	16.00	16.00	16.00
Micro/ Amoeba Swimming Pool Sample	38.00	39.00	39.00
Private Water Supply Sampling Fee	80.00	83.00	83.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Late Payment Fee	38.00	38.00	38.00
<u>Park Home, Annexe & Miscellaneous Caravan Park Fees</u>			
Caravan Park licence : minimum \$200 (statutory fees)	200	200.00	200.00
Long stay sites, per site	6.00	6.00	6.00
Short stay sites and sites in treansit parks, per site	6.00	6.00	6.00
Camp site, per site	3.00	3.00	3.00
Overflow site, per site	1.50	1.50	1.50
Application for Approval of Park Home	256.00	265.00	265.00
Application for Approval of Annexe	256.00	265.00	265.00
Application for approval of other Buildings, Carports, Pergolas and Storage Sheds	256.00	265.00	265.00
Temporary License	New	100.00	100.00
<u>Animal Registration Fees</u>			
Application for Registration of Stable	93.00	96.00	96.00
Application to Renew Registration of Stable	55.00	57.00	57.00
Application to Transfer Registration of Stable	27.00	28.00	28.00
Application for Registration of premises to keep pigeons	93.00	96.00	96.00
Application for renewal of Registration to Keep Pigeons	55.00	57.00	57.00
<u>Lodging House Registration Fees</u>			
Application for Registration of Lodging House - less than 15 lodgers	402.00	417.00	417.00
Renewal of Registration of Lodging House - less than 15 lodgers	266.00	276.00	276.00
Application for Registration of Lodging House - 15 or more lodgers	575.00	597.00	597.00
Renewal of Registration of Lodging House - 15 or more lodgers	384.00	398.00	398.00
Late Payment Fee	37.00	38.00	38.00
<u>Temporary Accommodation Approval Fees</u>			
Application for Approval to camp (Regulation 11 Caravan Parks & Camping Grounds Regulations 1997)	256.00	265.00	265.00
<u>Holiday Homes</u>			
Application for Registration of Holiday Homes	156.00	162.00	162.00
Registration Fee - Pro rata applies	246.00	255.00	255.00
Renewal of Holiday Homes Registration	268.00	278.00	278.00
Late Payment Fee	37.00	38.00	38.00
<u>Effluent Disposal Fee</u>			
Local Government Application Fee (statutory fee)	118.00	118.00	118.00
Local Government Report Fee (recommended fee)	118.00	118.00	118.00
Fee for the grant of a permit to use apparatus (statutory fee)	118.00	118.00	118.00
Request for re-inspection	139.00	144.00	144.00
<u>* Noise Regulation Fees</u>			
Regulation 19 fee	New	999.00	As per Statute, up to \$15,000
Regulation 18 application fee (statutory fee)	1,000.00	1,000.00	1,039.00
Regulation 18 late fee (statutory fee)	250.00	250.00	259.00
Noise monitoring fee - per hour	140.00	140.00	145.00
Regulation 16 fee (statutory fee)	500.00	500.00	519.00
Regulation 14 fee (statutory fee)	500.00	500.00	519.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Regulation 13 fee	160.00	160.00	166.00
General Fees			
Request for a Section 39 Liquor Licence Certificate	214.00	222.00	222.00
Premises Plan Assessment Fee - miscellaneous	172.00	178.00	178.00
Request for Inspection of Premises - miscellaneous	195.00	202.00	202.00
Copy of Certificate of analysis	33.00	34.00	34.00
TOWN PLANNING RELATED FEES			
Fees, not otherwise included below; for planning services listed in the Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
Development Application Fees			
Where the estimated cost of development (ECD) is:			
Not more than \$50,000	New	147.00	147.00
More than \$50,000 but not more than \$500,000	New	0.32% of ECD	0.32% of ECD
More than \$500,000 but not more than \$2.5 million	New	\$1700 + 0.257% for every \$1 over \$500,000	\$1700 + 0.257% for every \$1 over \$500,000
More than \$2.5 million but not more than \$5 million	New	\$7161 + 0.206% for every \$1 over \$2.5 million	\$7161 + 0.206% for every \$1 over \$2.5 million
More than \$5 million but not more than \$21.5 million	New	\$12,633 + 0.123% for every \$1 over \$5 million	\$12,633 + 0.123% for every \$1 over \$5 million
More than \$21.5 million	New	34,196.00	34,196.00
Retrospective Development Approval	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Change of Use (e.g. Holiday Home or Bed & Breakfast)	New	295.00	295.00
Extractive industry	New	739.00	739.00
Other Application Fees			
Determining an application to amend or cancel development approval.	New	295.00	295.00
Determining an application for advice made under the Planning and Development (Local Planning Schemes) Regulations 2015 Sch. 2 cl. 61A (as that clause applies as part of the local planning scheme)	New	295.00	295.00
Determining an initial application for approval of a home occupation where the home occupation has not commenced	New	222.00	222.00
Determining an initial application for approval of a home occupation where the home occupation has commenced	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	New	73.00	73.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired.	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which ECD (above) does not apply, where the change or the alteration, extension or change has not commenced or been carried out.	New	295.00	295.00
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out.	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Providing a zoning certificate.	New	73.00	73.00
Replying to a property settlement questionnaire.	New	73.00	73.00
Providing written planning advice.	New	73.00	73.00
Miscellaneous			
Design Review Panel meeting (where triggered under Local Planning Policy 4.13)	At Cost	At Cost	At Cost
Certificate of Local Planning Authority (or Local Government Authority where appropriate such as Section 39 & 40 requests, Certificates relating to firearms approvals etc)	161.00	167.00	167.00
Reconsideration of decision to refuse application for planning consent where application is received more than 28 days from the date of the original decision (no fees are payable where application received within 28 days)	40% of the planning application fee that would apply to a new application, with the minimum fee being \$147.	40% of the planning application fee that would apply to a new application, with the minimum fee being \$147.	40% of the planning application fee that would apply to a new application, with the minimum fee being \$147.
Assessment of plans or detailed documents required pursuant to a DGP, DAP or site-specific zoning provisions prior to development or subdivision.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009, plus GST.
Landgate Search	Cost plus 30%	Cost plus 30%	Cost plus 30%
Agency referral fee (in addition to application fee)	129.00	134.00	134.00
Planning application consultation - neighbour and agency only (in addition to application fee)	129.00	134.00	134.00
Development Application Consultation - requiring newspaper advertising	410.00	425.00	425.00
Applications for planning approval when required ONLY due to inclusion of property on adopted Heritage List	Full Fee Waiver (\$0)	Full Fee Waiver (\$0)	Full Fee Waiver (\$0)
Portable Sign Licence Fee	228.00	236.00	236.00
Legal Agreements			
Planning & Building Agreement Preparation Fees	At cost	At cost	At cost plus GST
Planning & Building Agreement Preparation Fees - External	At cost	At cost	At cost plus GST
RANGER & FIRE SERVICE RELATED FEES			
ANIMAL CONTROL			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Registration tag re-issue	Nil	Nil	Nil
Other LGA Registration transfer - Dogs & Cats	Nil	Nil	Nil
<u>Animal Traps</u>			
Animal Trap refundable deposit when requesting trap	100.00	100.00	100.00
<u>Application Fees</u>			
Application for permission to keep more than two cats	82.00	85.00	85.00
Application for permission to keep more than two dogs	82.00	85.00	85.00
Application for licence/renewal of licence to keep an approved cattery establishment	226.00	234.00	234.00
Application for licence/renewal of licence to keep an approved kennel establishment	226.00	234.00	234.00
<u>Dangerous Dogs</u>			
Dangerous Dog (Declared) compliance and annual inspection fee	104.00	100.00	100.00
<u>IMPOUNDING FEES - ANIMALS</u>			
<u>Impounding Fees - Dogs</u>			
Dog - Animal Facility Administration Fee	192.00	198.00	198.00
Sustenance Fees for first 72 hours	0.00	0.00	0.00
Sustenance Fees per day after 72 hours	32.00	33.00	33.00
<u>Impounding Fees - Cats</u>			
Cat Impoundment Fee	192.00	198.00	198.00
Sustenance Fees for first 72 hours	0.00	0.00	0.00
Sustenance Fees per day after 72 hours	32.00	33.00	33.00
<u>Ranger Fees to impound stock</u>			
Stock (1) to include entire horses, mules, asses, camels, bulls or boars, per head			
- if impounded after 6am & before 6pm	123.00	123.00	123.00
- if impounded after 6pm and before 6am	149.00	149.00	149.00
Stock (2) to include mares, gelding, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs - per head			
- if impounded after 6am & before 6pm	123.00	123.00	123.00
- if impounded after 6pm and before 6am	149.00	149.00	149.00
Stock (3) to include wethers, ewes, lambs, goats - per head			
- if impounded after 6am & before 6pm	89.00	89.00	89.00
- if impounded after 6pm and before 6am	115.00	115.00	115.00
<u>Stock Poundage Fee</u>			
Stock (1) to include entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years - per head			
- First 24 hours or part	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50
Stock (2) to include entire horses, mules, asses, camels, bulls or boars under age of 2 years - per head			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
- First 24 hours or part	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50
Stock (3) to include mares, gelding, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs - per head			
- First 24 hours or part	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50
Stock (4) to include wethers, ewes, lambs, goats - per head			
- First 24 hours or part	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50
<i>No charge is payable in respect of a suckling animal under the age of 6 months running with its mother</i>			
<u>Sustenance of Impounded Stock</u>			
Stock (1) to include entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years - per head			
- For each 24 hours or part	15.50	15.50	15.50
Stock (2) pigs of any description - per head			
- For each 24 hours or part	15.50	15.50	15.50
Stock (3) rams, wethers, ewes, lambs or goats per head			
- For each 24 hours or part	15.50	15.50	15.50
<i>No charge is payable in respect of a suckling animal under the age of 6 months running with its mother</i>			
<u>IMPOUNDING FEES - OTHER</u>			
<u>Signs</u>			
Portable Signs	81.00	84.00	84.00
Fixed Sign	153.00	159.00	159.00
<u>Beach Shelters and Other Impounded Goods</u>			
Impounded Beach Shelter or Other Structure	131.00	135.00	135.00
Other impounded goods (e.g. camping equipment, pushbikes, or other personal effects)	131.00	135.00	135.00
<u>Motor Vehicles</u>			
Impounded Motor Vehicle - per vehicle	140.00	145.00	145.00
Daily Impoundment Fee	At Cost	At Cost	At Cost
Impounded Motor Vehicle Towing Fee - at cost	At Cost	At Cost	At Cost
<u>Shopping Trolleys</u>			
Impounded Shopping Trolley - per trolley	76.00	78.00	78.00
<u>RANGER & FIRE SERVICES - ADMIN COSTS</u>			
Ranger time per hour	137.27	141.82	156.00
Ranger travelling costs (mileage): per kilometre	1.86	1.95	2.15
<u>RANGER & FIRE SERVICES - MISCELLANEOUS</u>			
Application for permit pursuant to Thoroughfares Local Law where no fee otherwise identified	156.00	162.00	162.00
Application for Temporary Parking Permit - (one day)	37.00	38.00	38.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Daily Charge Temporary Parking Permit - (per day or part thereof following first day)	12.50	12.50	12.50
Application for beach/reserve vehicle access permit - per day	13.50	14.00	14.00
Application for beach/reserve/commercial fisher vehicle access permit - 3 year permit	173.00	179.00	179.00
Application for beach/reserve/commercial fisher vehicle access permit - renewal of permit	117.00	121.00	121.00
Dog/cat disposal / rehousing fee: voluntary surrender by owner: fee per dog/cat	145.00	150.00	150.00
Fire Hazard Clearing			
- Administration Fee	143.00	148.00	148.00
- Contractors Fee: actual cost	At cost	At cost	At Cost Plus GST

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>ENGINEERING & WORKS SERVICES</u>			
<u>MEELUP REGIONAL PARK</u>			
<u>Competitor Charges</u>			
Trail events - per competitor			
For events and activities including mountain biking, off road running, off road triathlon, adventure race.	3.18	3.18	3.50
Site based events - per patron/competitor			
Charge or fee is imposed on patrons/competitors attending the event and or activity but excluding leavers activities	4.18	4.55	5.00
<u>Event Bonds</u>			
Category 1 (< 500 patrons)	2,761.00	2,900.00	2,900.00
Category 2 (500 - 2,500 patrons)	5,514.00	5,750.00	5,750.00
Category 3 (> 2,500 patrons)	11,040.00	11,500.00	11,500.00
<u>Brochure</u>			
Wildflowers Brochure	2.73	2.73	3.00
<u>MISCELLANEOUS</u>			
<u>Major Projects</u>			
Consultancy charge out rates subject to Contract negotiation where applicable			
Project Manager Advisor	164.55	170.91	188.00
Chief Executive Officer	242.73	251.82	277.00
Cultural Planner	81.82	84.55	93.00
Strategic Planner	81.82	84.55	93.00
Finance Officer	71.82	74.55	82.00
Administration Officer	71.82	74.55	82.00
Charge-out rates: City staff undertaking consultancy/ contract work for other local government authorities			
- Manager Level	169.09	175.45	193.00
- Co-ordinator Level	130.00	134.55	148.00
- Technical Officer Level	116.36	120.00	132.00
<u>Reinstatements/ Private Works</u>			
Road reserves charge for reinstatement of road reserves is the full cost plus profit margin as per Policy	Cost plus 30%	Cost plus 30%	Cost plus 30% plus GST
Private works charge for works requested to be undertaken by City resources is the full cost plus profit margin as per Policy	Cost plus 30%	Cost plus 30%	Cost plus 30% plus GST
<u>Other crossing place related services</u>			
Saw cutting & removal of kerbing/ m (minimum charge \$100)	Cost plus 30%	Cost plus 30%	Cost plus 30% plus GST
Concrete apron for brick paved crossovers/ m	Cost plus 30%	Cost plus 30%	Cost plus 30% plus GST
Spray seal pothole repairs/m2 (minimum charge \$100)	Cost plus 30%	Cost plus 30%	Cost plus 30% plus GST
Asphalt pothole repairs/m2 (minimum charge \$100)	Cost plus 30%	Cost plus 30%	Cost plus 30% plus GST
<u>ROAD / TRAFFIC RELATED FEES</u>			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>Closure of Roads / Rights of Way / Public Access Ways</u>			
Road closure Fees (includes administration and advertising)	847.00	880.00	880.00
*Road Closure Application Approval - one off events	84.00	87.00	87.00
Advertising Fee for road issue or works	504.00	523.00	523.00
Road dedication (including advertising and administration)	768.00	797.00	797.00
Legal Fees for road indemnification (document preparation & execution)	837.00	869.00	869.00
<u>Road openings - Works by Contractors</u>			
Application Fee - Trenching and/ or boring on roads and reserves	360.00	374.00	374.00
Administration/Inspection Fee - Road Opening or Underground Boring	86.00	89.00	89.00
<u>Refundable Security Deposit</u>			
Road opening/ m2 (minimum \$250)	123.00	127.00	127.00
- Under road boring	336.00	349.00	349.00
<u>Performance Bond relating to Road Opening & reinstatement by Contractor / m2 (minimum fee \$250)</u>	153.00	158.00	158.00
<u>Exploration Drilling Licence - District Roads/ Reserves</u>			
1-5 holes	328.00	340.00	340.00
6-10 holes	491.00	510.00	510.00
11-30 holes	997.00	1,035.00	1,035.00
31-100 holes	1,767.00	1,835.00	1,835.00
more than 100 holes	2,521.00	2,619.00	2,619.00
<i>Bond payable is determined to be equal to the Licence Fee payable</i>			
<u>Traffic Management</u>			
Traffic Count Data - fee per site recording (existing data)	74.00	76.00	76.00
*Traffic Management Plan - Applications	167.00	173.00	173.00
<u>Heavy Haulage Condition Requests</u>			
Undertake detailed assessment of roadway for inclusion on Restricted Access Vehicle Network. Fee per roadway.	548.00	569.00	569.00
<u>Directional Signs for Tourist Attractions and Services</u>			
Application Fee - per application	122.00	126.00	126.00
Annual Licence Fee - per blade	37.00	38.00	38.00
CAT1 and CAT1A - installation per blade	240.91	250.00	275.00
CAT2 and CAT 3 signs - installation per blade	667.27	692.73	762.00
Entrance sign per blade	704.55	731.82	805.00
<u>SUBDIVISION RELATED FEES</u>			
<u>Subdivision Supervision Fees</u>			
<i>Supervision Fee - % of total value of all road & drainage works, other than future lots.</i>			
Consulting Engineer and Clerk of Works fully supervises	1.50%	1.50%	1.50%
Consulting Engineer with no Clerk of Works	3.00%	3.00%	3.00%
Outstanding Works Supervision fees	1,295.00	1,345.00	1,345.00
<u>Early Subdivision Clearance</u>			
Application Fee	721.00	749.00	749.00
Early Subdivision Clearance Fee - % of total value of all outstanding works or minimum plus GST	2.5% or min \$5,016	2.5% or min \$5,016	2.5% or min \$5,016

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>MISCELLANEOUS FEES</u>			
Gate Permits (per 5 years)	167.00	173.00	173.00
LGA Gate Permits - Application Fee	65.00	65.00	65.00
<u>Road Traffic Warning Signs</u>			
Set of 2 signs, posts and installation	613.64	Cost plus 30%	Cost plus 30% plus GST
Application Approval Fee	140.00	145.00	145.00
General Sign Works (repair and/or replacement)	Cost plus 30%	Cost plus 30%	Cost plus 30% plus GST
Fireworks Application Approval Fee (per application)	141.00	146.00	146.00
Sale of used paving stock - per paver	0.91	0.91	1.00
Note - Pavers will be available to approved Community Groups at Nil Charge			
<u>WASTE DISPOSAL AND SANITATION FEES</u>			
<u>DOMESTIC WASTE (BUSSELTON AND DUNSBOROUGH)</u>			
<u>General Domestic Waste (Sorted and Separated)</u>			
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	1.82	2.00
Cars (Sedans) - without tray or trailer	3.64	3.64	4.00
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	7.27	7.73	8.50
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	13.64	14.09	15.50
Cost per m3 (additional) or Up to 200kg increments of material	3.64	3.64	4.00
Loads containing unseparated waste for all categories will be charged accordingly			
<u>Domestic Bricks and Concrete</u>			
Loads up to 100kg or each Wheelie Bin (Up to 240L)	2.73	2.73	3.00
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	5.45	5.91	6.50
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	13.64	14.09	15.50
Cost per m3 (additional) or Up to 200kg increments of material	3.64	3.64	4.00
<u>Clean Domestic Greenwaste</u>			
Domestic grass clippings and sawdust	1.82	1.82	2.00
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	1.82	2.00
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height less than 1m or Other Trailers.	7.27	7.73	8.50
Other Trailers or 6 x 4 (with a cage) and loaded a height greater than 1m	13.64	14.09	15.50
<u>Unsorted Mixed Waste including Recyclables (not containing Asbestos)</u>			
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	28.18	29.09	32.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	48.18	50.00	55.00
Other Miscellaneous Charges			
Cardboard and Paper (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil
Glass bottles and jars (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil
Kerbside Recyclables (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil
Scrap Metal (e.g. Vehicle bodies, Trailers, Boats - must have their wheels taken off)	Nil	Nil	Nil
Gas bottle (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil
Used Oil including Oily Water (Only domestic loads up to 20L accepted)	Nil	Nil	Nil
Oily water (per litre) - must be marked on drum	Nil	Nil	Nil
White Goods (e.g. Fridges and Freezers)	Nil	Nil	Nil
Bicycle/Motorcycle Tyre - each	2.73	2.73	3.00
Car/ 4WD / Light Truck tyres - each (without rim)	7.27	7.73	8.50
Car/ 4WD / Light Truck tyres - each (with rim)	23.64	24.55	27.00
Truck tyres - each (without rim)	19.09	20.00	22.00
Truck tyres - each (with rim)	58.18	60.45	66.50
Super Singles - each (without rim)	31.82	33.18	36.50
Tractor (Lrg - 1 to 2m Tall) - each (without rim)	186.36	193.64	213.00
Tractor (small - Up to 1m Tall) - each (without rim)	84.55	87.73	96.50
Hot Rod (without rim)	23.64	24.55	27.00
Disposal of other tyre sizes available - Priced on Application	POA	POA	POA
Native Animals <50kg (Eg. Kangaroo / Possums)	Nil	Nil	Nil
Small Animals (less than 50kg)	18.18	19.09	21.00
Medium Animals (Up - 100kg)	41.82	43.18	47.50
Large Animals (100 - 300kg)	92.73	96.36	106.00
Animals in excess of 300kg - Price per tonne (is in addition to the \$100 Large Animal Charge)	55.45	57.73	63.50
Sale of grass clippings (per m3)	0.91	0.91	1.00
Rental space for skip bins at waste facilities (per bin per week)	5.45	5.91	6.50
Mattresses (each)	4.55	4.55	5.00
Offloading Fee using City of Busselton Front End Loader (per hour) - 1 hr Minimum charge; - Prior Notice Required	55.45	57.73	63.50
<u>BUSSELTON non-residential or Weighbridge unavailable</u> <u>Items brought in that are not listed in the Fees are Priced on</u> <u>Application (POA)</u>			
<u>Clean Greenwaste</u>			
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	1.82	2.00
Cars, Utes, vans, station wagons, 4WD, crew cab or 6 x 4 Trailers (loaded to approx. 1m in height) weighing up to 300kg	7.27	7.73	8.50
Other Trailers or 6 x 4 (with a cage) and loaded a height >1m	13.64	14.09	15.50
Each truck up to 2 tonnes / Each Bulk Bin under 3m3 - per entry	33.64	35.00	38.50
Each Truck up to 4 tonnes / Each Bulk Bins from 3m3 to under 6m3 - per entry	49.09	50.91	56.00
Each Truck up to 8 tonnes / Each Bulk Bin from 6m3 to under 10m3 - per entry	71.82	74.55	82.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Each Truck over 8 tonnes and below 15 tonnes / Each Bulk Bin from 10m3 to under 20m3 - per entry	97.27	100.91	111.00
Miscellaneous Commercial Charges			
Sale of Mulch - per m3 (self load)	10.00	10.45	11.50
Commercial electronic waste (per item)	8.18	8.64	9.50
Commercial fridges	5.45	5.91	6.50
Commercial cardboard and paper (Utes, vans, station wagons, 4WD, crew cab, trailer)	9.09	9.55	10.50
Commercial cardboard (truck)	16.36	17.27	19.00
Native Animals <50kg (Eg. Birds/Possums)	Nil	Nil	Nil
Native Animals 50 - 300kg (Eg. Kangaroo/Seals)	92.73	96.36	106.00
Small Animals (less than 50kg)	50.91	52.73	58.00
Medium Animals (Up - 100kg)	111.82	116.36	128.00
Large Animals (100 - 300kg)	232.73	241.82	266.00
Animals in excess of 300kg - Price per tonne (is in addition to the \$250 Large Animal Charge)	55.45	57.73	63.50
DUNSBOROUGH - Weighbridge Charges			
General waste (Amount exceeding 100 kg)- Price per 100kg	7.45	7.73	8.50
Compacted General waste (Amount exceeding 100 kg) - Price per 100kg	8.36	8.64	9.50
Commercial and Industrial Waste (Amount exceeding 100 kg)- Price per 100kg	7.45	7.73	8.50
Unsorted, mixed Commercial and Industrial Waste (Amount exceeding 100 kg) - Price per 100kg	12.73	13.18	14.50
Liquid Waste (N140) / Sewage (K210, K110) from within City of Busselton - per 100kg	6.45	6.68	7.35
Liquid Waste (N140) / Sewage (K210, K110) from outside City of Busselton - per 100kg	7.45	7.73	8.50
*Clean Fill Material - per 100kg	Nil	Nil	Nil
*Clean Green waste (Amount exceeding 100 kg)- Price per 100kg	3.36	3.50	3.85
*Bricks, Concrete and Rubble (Rocks <1m diameter) (Amount exceeding 100 kg)- Price per 100kg	3.00	3.14	3.45
Special Burial (e.g. Asbestos, Large Animal Carcasses) - (Amount exceeding 100 kg) - Price per 100kg	12.73	13.18	14.50
*Material that does not exceed the Class I guidelines, suitable for Daily Cover and Road Building.	Nil	Nil	Nil
** Minimum weighbridge charge for all material - Up to 100kg	26.36	27.27	30.00
*Material that does not exceed the Class I guidelines, suitable for Daily Cover and Road Building.			
Same rates as Busselton apply if Weighbridge is unavailable			
Items brought in that are not listed in the Fees are Priced on Application (POA)			
<i>Note: Commercial waste is only accepted at Dunsborough. The below fees are only required should, for any reason, the weighbridge be inoperable.</i>			
General Waste			
Commercial General Waste (Sorted and Separated, 6x4 trailer)	7.27	7.73	8.50
Commercial General Waste (Sorted and Separated, Over 6x4 trailer)	13.64	14.09	15.50
Each truck up to 2 tonnes/ each Bulk Bin under 3m3 - per entry	149.09	155.00	170.50

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Each Truck up to 4 tonnes/ Each Bulk Bins from 3m3 to under 6m3 - per entry	298.18	309.55	340.50
Each Truck up to 8 tonnes/ Each Bulk Bin from 6m3 to under 10m3 - per entry	597.27	620.45	682.50
Each Truck over 8 tonnes and below 15 tonnes / Each Bulk Bin from 10m3 to under 20m3 - per entry	1,119.09	1,162.73	1,279.00
Each Articulated Vehicle/ Each Bulk Bin 20m3 and over - per entry	1,865.45	1,938.18	2,132.00
Compactor vehicles - load capacity not exceeding 3m3	280.00	290.91	320.00
Compactor vehicles - load capacity between 3 and 10 m3	545.45	566.82	623.50
Compactor vehicles - load capacity over 10m3	755.45	785.00	863.50
Each additional m3 over 3m3	7.27	7.27	8.00
Unsorted Mixed Waste including Recyclables (not containing Asbestos)			
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	28.18	29.09	32.00
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	48.18	50.00	55.00
Green Waste (clean)			
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	1.82	2.00
Cars, Utes, vans, station wagons, 4WD, crew cab or 6 x 4 Trailers (loaded to approx. 1m in height) weighing up to 300kg	7.27	7.73	8.50
Other Trailers or 6 x 4 (with a cage) and loaded a height >1m	13.64	14.09	15.50
Each truck up to 2 tonnes/ each Bulk Bin under 3m3 - per entry	33.64	35.00	38.50
Each Truck up to 4 tonnes/ Each Bulk Bins from 3m3 to under 6m3 - per entry	49.09	50.91	56.00
Each Truck up to 8 tonnes/ Each Bulk Bin from 6m3 to under 10m3 - per entry	72.73	75.45	83.00
Each Truck over 8 tonnes and below 15 tonnes / Each Bulk Bin from 10m3 to under 20m3 - per entry	98.18	101.82	112.00
Each Articulated Vehicle/ Each Bulk Bin 20m3 and over - per entry	164.55	170.91	188.00
Bricks and Concrete (uncontaminated) - Dunsborough only			
Commercial waste transported by car, utility, van or trailer (6 x 4)	5.45	5.91	6.50
All commercial trailers exceeding 6 x 4	13.64	14.09	15.50
Trucks up to 2 tonnes/ Bulk Bins under 3m3	44.55	46.36	51.00
Trucks up to 4 tonnes/ Bulk bins 3m3 to under 6m3	60.00	62.27	68.50
Trucks up to 8 tonnes/ Bulk bins 6m3 to under 10m3	81.82	85.00	93.50
Trucks over 8 tonnes/ Bulk bins 10m3 to under 20m3	131.82	136.82	150.50
Articulated vehicles/ Bulk bins 20m3 and over	214.55	222.73	245.00
Other Commercial Waste - Dunsborough Only			
Asbestos (per m3)	110.91	115.00	126.50
Special burials (per m3) - prescribed items/ per cubic metre: Asbestos waste, fibreglass insulation and any other hazardous waste (Medical Waste not accepted)	128.18	133.18	146.50
Timber (demolition or new). Must be milled, uncontaminated and untreated.	Nil	Nil	Nil
Bin Hire Charges			
Charge per 240L bin on the condition that bins are collected, emptied, cleaned and returned by the hirer	10.00	10.45	11.50
Charge per 240L lost or damaged bin	124.55	129.55	142.50

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>FINANCE & CORPORATE SERVICES</u>			
<u>ADMINISTRATION / MISCELLANEOUS FEES</u>			
<u>SALE OF DOCUMENTS</u>			
<u>Council Minutes</u>			
Single Copy - Agenda	36.00	37.00	37.00
Single Copy - Minutes	23.00	23.00	23.00
Purchase of an Audio Recording of a Council meeting	15.50	16.00	16.00
<u>Electoral Rolls</u>			
Per copy	74.00	76.00	76.00
<u>Publications</u>			
Cape of Contrasts Book - Retail	20.45	20.45	22.50
Cape of Contrasts Book - Wholesale	14.09	14.09	15.50
Busseton: a Place to Remember - Retail	16.82	16.82	18.50
Busseton: a Place to Remember - Wholesale	14.09	14.09	15.50
<u>Photocopying Charges</u>			
A4 Sheet	0.27	0.27	0.30
A3 Sheet	2.27	2.27	2.50
<u>CITY OF BUSSETON LICENCE PLATES</u>			
(Not applicable to plates sold at Auction)			
City of Busseton plates (aluminium)	409.09	424.55	467.00
Dunsborough plates (polycarbonate)	409.09	424.55	467.00
Yallingup plates (polycarbonate)	409.09	424.55	467.00
<u>RATES & FINANCE CHARGES</u>			
<u>Rates/ Property Related Matters</u>			
Ownership Listings - per search	50.00	52.00	52.00
Ownership Listings - per locality	50.00	52.00	52.00
General Enquiry requiring archival research including written rating transaction history (Minimum 1 Hour)	\$48.00 per hour	\$50.00 per hour	\$50.00 per hour
Provision of 2nd Copy of Current Years Annual or Other Rating Notices And/Or Provision of Copies of Each Prior Financial Years Annual or Other Rating Notices	13.00	13.50	13.50
Written Rates and Ownership statement – Settlement Agent/Public	32.00	33.50	33.50
Four Instalment Option Administration Fee	18.90	19.50	19.50
Weekly EasyRates Option Administration Fee	31.30	32.50	32.50
Fortnightly EasyRates Option Administration Fee	26.20	27.20	27.20
Monthly EasyRates Option Administration Fee	21.10	21.90	21.90
Payment Arrangement Administration Fee	31.50	33.00	33.00
Payment Arrangement Reinstatement Administration Fee	10.00	10.50	10.50
Recovery of External Legal Costs (NOTE: All costs, including Solicitors, incurred in recovery of rating debts.)	Actual Cost	Actual Cost	Actual Cost
Application to Court to Set Aside Judgement Orders (NOTE Non-refundable if Magistrate Court declines application.)	68.00	71.00	71.00
Direct Debit Dishonour Fee - raised on the 3rd and subsequent dishonours	15.00	15.50	15.50
<u>Financial Transactions</u>			
Fee on Rejected Payments (NOTE: Dishonoured cheques, reversed credit card and other electronic payments, etc)	15.50	16.00	16.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Fee to reissue a Payment - 1st reissue (Where it can be shown that the City is not at fault)	\$10 plus Any / All Financial Institution Fees Incurred	\$10 plus Any / All Financial Institution Fees Incurred	\$10 plus Any / All Financial Institution Fees Incurred
Fee to reissue a Payment - 2nd reissue and thereafter (Where it can be shown that the City is not at fault)	\$25 plus Any / All Financial Institution Fees Incurred	\$25 plus Any / All Financial Institution Fees Incurred	\$25 plus Any / All Financial Institution Fees Incurred
<u>Loan Raising Fees</u>			
Loan Establishment Fee	665.45	690.91	760.00
<u>MAPPING & PROPERTY INFORMATION</u>			
<u>GIS Mapping and Property Information</u>			
<u>Computer Plotting (Full Colour) - City of Busselton Data Only</u>			
A4 Sheet	32.00	33.00	33.00
A3 Sheet	37.00	38.00	38.00
A2 Sheet	47.00	48.00	48.00
A1 Sheet	76.00	78.00	78.00
A0 Sheet	89.00	92.00	92.00
<u>Special Mapping - City of Busselton Data Only</u>			
<u>Provision of printed maps</u>			
Per hour charge	87.00	90.00	90.00
*Printing costs (as per Computer Plotting fees above)			
*Minimum charge of \$70 (inc GST)			
<u>Provision of maps in PDF/ Image form - City of Busselton Data Only</u>			
Per hour charge	87.00	90.00	90.00
Per PDF or image	28.00	29.00	29.00
*Minimum charge of \$70 (inc GST)			
<u>Local Planning Scheme - Digital Format</u>	444.00	461.00	461.00
<u>Electronic Extraction Fee</u>	102.00	105.00	105.00
<u>Local Planning Scheme No.21</u>			
<u>Scheme Text</u>	120.00	124.00	124.00
<u>A1 Size -</u>			
Per Sheet	75.00	77.00	77.00
Per Full Set (includes full set maps & text)	1,443.00	1,499.00	1,499.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,961.00	2,037.00	2,037.00
Annual Renewal charge for Scheme Package	1,443.00	1,499.00	1,499.00
<u>A2 Size -</u>			
Per Sheet	46.00	47.00	47.00
Per Full Set (includes full set maps & text)	920.00	955.00	955.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,244.00	1,292.00	1,292.00
Annual Renewal charge for Scheme Package	935.00	971.00	971.00
<u>A3 Size -</u>			
Per Sheet	37.00	38.00	38.00
Per Full Set (includes full set maps & text)	758.00	787.00	787.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,024.00	1,063.00	1,063.00
Annual Renewal charge for Scheme Package	758.00	787.00	787.00
CEMETERY FEES			
Land Grant for Right of Burial			
Grant of Right of Burial - 25 years	2,110.00	2,110.00	2,110.00
Grant of Right of Burial - Ashes - Perpetual	260.00	270.00	270.00
Pre-purchased Grant of Right of Burial - 25 years	2,330.00	2,330.00	2,330.00
Renewal of Grant of Right of Burial - Additional 25 years	2,110.00	2,110.00	2,110.00
Burial Charge			
Reservation of a specific plot (excludes lawn section)	410.00	425.45	468.00
Standard Burial - Depth to 2.1m	1,118.18	1,160.91	1,277.00
Non-standard Burial (oversize) - Per additional 30cm depth and width	106.82	110.91	122.00
Standard Re-open and Second Burial	1,118.18	1,160.91	1,277.00
Non-standard Re-open and Burial (oversize) - Per additional 30cm depth and width	106.36	110.00	121.00
Mausoleum - Burial per crypt	978.18	1,015.45	1,117.00
Burial - Stillborn Child (not to be re-opened for joint burial)	281.82	292.73	322.00
Burial - Child up to 12 years old (not to be re-opened for joint burial)	536.36	557.27	613.00
Construction of Vault (Does not include building application fees)	At cost	At cost	At cost plus GST
Vault Grant of Right of Burial	1,280.00	1,329.00	1,329.00
Vault Interment Fee (each)	1,070.91	1,111.82	1,223.00
Vault maintenance fee (annual)	147.27	152.73	168.00
Exhumation			
Re-opening grave for exhumation	2,189.09	2,273.64	2,501.00
Re-burial in new or same grave (additional fees may apply)	1,118.18	1,160.91	1,277.00
Interment of Ashes			
Niche Wall - Single Placement	437.27	453.64	499.00
Niche Wall - Double Placement / Side by Side	559.09	580.00	638.00
Rose Garden - Double Placement	623.64	647.27	712.00
Native Garden - Double Placement	623.64	647.27	712.00
Contemplation Garden - Double Placement	623.64	647.27	712.00
Memorial Drive - Four Placements	680.00	706.36	777.00
Bench Seat - Single Placement (additional fees may apply)	352.73	366.36	403.00
Childrens Garden - Child up to 12 years old	281.82	292.73	322.00
Existing Grave	363.64	377.27	415.00
Ashes Interment elsewhere within the Cemetery - Single Placement	623.64	647.27	712.00
Removal of Ashes for Return to Grant Holder	298.18	309.09	340.00
Monuments/Memorials			
Placement of a Memorial without Interment	76.36	79.09	87.00
Childrens Garden - Teddy Bear Memorial - Plaque Only	At cost	At cost	At cost plus GST
Bench Seating - Memorial plaque placement and cost of bench	At cost	At cost	At cost plus GST
Bench Seating - Installation	49.09	50.91	56.00
Plaques, Vases and other Monumental Works	At cost	At cost	At cost plus GST
Plinth (Small - concrete)	49.09	50.91	56.00
Plinth (Large - concrete)	68.18	70.00	77.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Request for Minor Monumental Works (cleaning, repairs, maintenance etc.)	27.27	28.18	31.00
Administration Fee	27.27	28.18	31.00
Miscellaneous Charges			
Interment in open ground without due notice, not within usual hours and prescribed or on a Saturday, Sunday or Public Holiday (in addition to Interment costs) Restrictions Apply	993.64	1,031.82	1,135.00
Annual Funeral Directors Licence	441.00	458.00	458.00
Annual Monumental Masons Licence	367.00	381.00	381.00
Funeral Directors Single Funeral Permit (Licence Holder)	204.00	211.00	211.00
Single Funeral Permit	515.00	535.00	535.00
Monumental Masons Single Permit to Erect a Monument (Licence Holder)	157.00	163.00	163.00
Single Permit to Erect a Monument	178.00	184.00	184.00
Copy of Grant of Right of Burial	82.00	85.00	85.00
Refund Administration Fee	15% of original purchase price	15% of original purchase price	15% of original purchase price

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>COMMUNITY & COMMERCIAL SERVICES</u>			
<u>STAGING OF CONCERTS</u>			
<u>Concert Application Fee</u>	161.00	167.00	167.00
<u>Concert Licence Fee/Service Charge</u>			
Category 1 (< 500 patrons)	0.00	0.00	0.00
Category 2 (500 - 2500 patrons)	1,580.00	1,641.00	1,641.00
Category 3 (2500 - 5000 patrons)	3,133.00	3,255.00	3,255.00
Category 4 (5000 - 8000 patrons)	4,468.00	4,642.00	4,642.00
Category 5 (8000 -12000 patrons)	7,487.00	7,778.00	7,778.00
Category 6 (12000 -17000 patrons)	11,976.00	12,443.00	12,443.00
Category 7 (17000 - 23000 patrons)	18,010.00	18,712.00	18,712.00
Category 8 (23000 -30000 patrons)	25,513.00	26,508.00	26,508.00
<u>Concert Ground Hire Fee</u>			
Category 1 (< 500 patrons)	755.45	784.55	863.00
Category 2 (500 - 2500 patrons)	3,819.09	3,967.27	4,364.00
Category 3 (2500 - 5000 patrons)	7,495.45	7,787.27	8,566.00
Category 4 (5000 - 8000 patrons)	11,306.36	11,747.27	12,922.00
Category 5 (8000 -12000 patrons)	14,998.18	15,582.73	17,141.00
Category 6 (12000 -17000 patrons)	18,803.64	19,536.36	21,490.00
Category 7 (17000 - 23000 patrons)	22,489.09	23,365.45	25,702.00
Category 8 (23000 -30000 patrons)	26,038.18	27,053.64	29,759.00
<u>Concert Community Amenity Bond</u>			
Category 1 (< 500 patrons)	700.00	727.00	727.00
Category 2 (500 - 2500 patrons)	1,386.00	1,440.00	1,440.00
Category 3 (2500 - 5000 patrons)	2,913.00	3,026.00	3,026.00
Category 4 (5000 - 8000 patrons)	8,622.00	8,958.00	8,958.00
Category 5 (8000 -12000 patrons)	14,457.00	15,020.00	15,020.00
Category 6 (12000 -17000 patrons)	21,531.00	22,370.00	22,370.00
Category 7 (17000 - 23000 patrons)	28,747.00	29,868.00	29,868.00
Category 8 (23000 -30000 patrons)	43,084.00	44,764.00	44,764.00
Loadings & Allowances			
commercial - 5%			
community - 0%			
charitable - 50% (discount)			
liquor - 5%			
night (per hour after 10pm) - 10%			
<u>Concert Ground Hire Bond</u>			
Category 1 (< 500 patrons)	2,788.00	2,896.00	2,896.00
Category 2 (500 - 2500 patrons)	8,638.00	8,974.00	8,974.00
Category 3 (2500 - 5000 patrons)	17,272.00	17,945.00	17,945.00
Category 4 (5000 - 8000 patrons)	25,854.00	26,862.00	26,862.00
Category 5 (8000 -12000 patrons)	28,773.00	29,895.00	29,895.00
Category 6 (12000 -17000 patrons)	34,466.00	35,810.00	35,810.00
Category 7 (17000 - 23000 patrons)	45,994.00	47,787.00	47,787.00
Category 8 (23000 -30000 patrons)	51,828.00	53,849.00	53,849.00
<u>EVENTS & CASUAL GROUND HIRE</u>			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
*Event Application Fee	85.00	88.00	88.00
*Event Application Fee - Requiring Multiple Approvals	161.00	167.00	167.00
Commercial Event - City Infrastructure Bond			
Category 1 (< 500 patrons)	2,788.00	2,896.00	2,896.00
Category 2 (500 - 2500 patrons)	8,638.00	8,974.00	8,974.00
Category 3 (2500 - 5000 patrons)	17,272.00	17,945.00	17,945.00
Category 4 (5000 - 8000 patrons)	25,854.00	26,862.00	26,862.00
Category 5 (8000 -12000 patrons)	28,773.00	29,895.00	29,895.00
Category 6 (12000 -17000 patrons)	34,466.00	35,810.00	35,810.00
Category 7 (17000 - 23000 patrons)	45,994.00	47,787.00	47,787.00
Category 8 (23000 -30000 patrons)	51,828.00	53,849.00	53,849.00
Ground Hire Bonds (to be applied to Community Events)			
Mandatory Bond against rent default, damage etc.:			
Ground Hire Bond (Other Reserves)	569.00	591.00	591.00
Premium Ground Hire Bond (Sporting Grounds, Foreshore)	1,139.00	1,183.00	1,183.00
Busselton Foreshore Stage Bond for community and commercial events	569.00	591.00	591.00
Commercial Use of Sports Grounds			
Commercial use - per hour	New	54.55	60.00
Commercial Use of Reserves (Other Reserves)			
Commercial use - per hour	New	28.18	31.00
Community Use of Sports Grounds (Community fees are limited to maintained sports grounds e.g. Bovell Park. Fees are not charged for Public Reserves e.g. Mitchell Park etc.)			
Community Use - per hour (excluding schools within the City of Busselton Municipal area)	New	34.55	38.00
Use of Public Grounds for Markets			
* Per market (plus Power)	130.91	135.45	149.00
Power usage for markets/events on public grounds (excluding sporting grounds) per half day	25.45	26.36	29.00
Use of Busselton Foreshore Stage			
Community use of Busselton Foreshore Stage	Nil	Nil	Nil
Commercial use of Busselton Foreshore Stage (per Day)	237.27	246.36	271.00
Stage Curtain Bond	214.00	222.00	222.00
Jetty Closure Fee			
Fee to close the Jetty for fireworks, events, functions (>6 hrs)	290.00	300.91	331.00
Fee to close the Jetty for fireworks, events, functions - per hour rate for < 6 hrs	38.18	39.09	43.00
EVENTS - EQUIPMENT HIRE & SIGNAGE			
Event Works Fees			
Street Banners - install and remove (per pole) - Fee to be waived for not for profit Community Groups (C1002/061)	155.45	160.91	177.00
Beach Volleyball - set up and dismantle	1,278.18	1,327.27	1,460.00
*Litter Clean-up - per hour	779.09	809.09	890.00
*Marking of reticulation and electricity - per hour	294.55	305.45	336.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Hire of Track Mat			
* Track mat - per unit (2.4m x 1.2m) per day	11.36	11.36	12.50
Track Mat Bond per unit	5.50	5.50	5.50
Hire of Grandstands			
Hire per grandstand with roof (inc. delivery & installation)	312.73	324.55	357.00
Hire per grandstand without roof (inc. delivery & installation)	124.55	129.09	142.00
Event Signage			
Hire of digital events billboard community rate (per 2 week period)	232.73	240.91	265.00
Hire of digital events billboard commercial rate (per 2 week period)	500.00	471.82	519.00
Commercial Hire Site Traders (Non Food)			
Application for Commercial Hire Site	162.00	168.00	168.00
Application for Transfer of Commercial Hire Site Permit	162.00	168.00	168.00
Commercial Hire Site Permit Fee – Zone 1			
Prime sites (e.g. established coastal and foreshore nodes) as depicted within Commercial Use of City Land and Facilities Policy			
12 months *	3,311.00	3,440.00	3,440.00
Commercial Hire Site Permit Fee – Zone 2			
Other sites as depicted within Commercial Use of City Land and Facilities Policy			
12 months *	2,155.00	2,239.00	2,239.00
* fees can be charged on a pro rata basis (minimum 6 month period)			
Commercial Activity Permit (Non Food)			
Application for Commercial Activity Permit	162.00	168.00	168.00
Application for Transfer of Commercial Activity Trader's Permit	162.00	168.00	168.00
Commercial Activity Permit – Class 1*	1,569.00	1,630.00	1,630.00
Commercial Activity Permit – Class 2*	1,412.00	1,467.00	1,467.00
Commercial Activity Permit – Class 3*	1,255.00	1,303.00	1,303.00
* fees can be charged on a pro rata basis (minimum 1 month period)			
Foreshore Kiosk Permit - Busselton Foreshore			
Application for Foreshore Kiosk Permit	162.00	168.00	168.00
Application for Transfer of Foreshore Kiosk Permit	162.00	168.00	168.00
Foreshore Kiosk Permit - Busselton Foreshore 12 months*	3,139.00	3,261.00	3,261.00
Application for Kiosk Permit renewal	83.00	86.00	86.00
* fees can be charged on a pro rata basis			
Kiosk Bond	1,176.00	1,221.00	1,221.00
Commercial Use of Marine Berthing Platforms - Whale Watching / Tour Vessels - Per Vessel			
Daily Fees (Maximum duration of use permitted) -			
Registered Length of Vessel: 0m to less than 10m	67.00	69.00	69.00
Registered Length of Vessel: 10m to less than 15m	74.00	76.00	76.00
Registered Length of Vessel: 15m to less than 25m	81.00	84.00	84.00
Registered Length of Vessel: over 25m	94.00	97.00	97.00
Monthly Fees (Maximum duration of use permitted) -			
Registered Length of Vessel: 0m to less than 10m	538.00	558.00	558.00
Registered Length of Vessel: 10m to less than 15m	596.00	619.00	619.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Registered Length of Vessel: 15m to less than 25m	648.00	673.00	673.00
Registered Length of Vessel: over 25m	753.00	782.00	782.00
Three Monthly Fees (Maximum duration of use permitted) -			
Registered Length of Vessel: 0m to less than 10m	1,291.00	1,341.00	1,341.00
Registered Length of Vessel: 10m to less than 15m	1,453.00	1,509.00	1,509.00
Registered Length of Vessel: 15m to less than 25m	1,615.00	1,677.00	1,677.00
Registered Length of Vessel: over 25m	1,941.00	2,016.00	2,016.00
Annual Fees (Maximum duration of use permitted) -			
Registered Length of Vessel: 0m to less than 10m	3,767.00	3,913.00	3,913.00
Registered Length of Vessel: 10m to less than 15m	4,311.00	4,479.00	4,479.00
Registered Length of Vessel: 15m to less than 25m	4,844.00	5,032.00	5,032.00
Registered Length of Vessel: over 25m	5,383.00	5,592.00	5,592.00
Refundable Bonds -			
Registered Length of Vessel: 0m to less than 10m	2,616.00	1,308.00	1,308.00
Registered Length of Vessel: 10m to less than 15m	3,662.00	1,831.00	1,831.00
Registered Length of Vessel: 15m to less than 25m	4,709.00	2,354.50	2,354.50
Registered Length of Vessel: over 25m	6,279.00	3,139.50	3,139.50
Application for new Marine Berthing Permit	156.00	162.00	162.00
Application for Marine Berthing Permit renewal	83.00	86.00	86.00
* Bond charge per vessel payable in advance (in addition to insurance requirements)			
* Permit fee payable in advance at issue of notice approval			
Commercial Use of Marine Berthing Platforms - Cruise Ship Vessels			
Tender berthing permit fee at Busselton Jetty (per ship visit)	New	3,000.00	3,000.00
Passenger Facilitation Fee			
Less than 1,000 pax (registered ship capacity)	2,213.00	1,000.00	1,000.00
Between 1,000 and 2,000 pax (registered ship capacity)	4,426.00	3,000.00	3,000.00
Greater than 2,000 pax (registered ship capacity)	5,525.00	3,500.00	3,500.00
BUSSELTON CULTURAL PRECINCT			
Saltwater Performing Arts & Convention Centre			
Commercial Use			
Main Theatre (per day)	2,300.00	2,300.00	2,530.00
Function Rooms (3 rooms) (per hour w 4hr minimum)	250.00	250.00	275.00
Function Rooms (2 rooms) (per hour w 4hrs minimum)	200.00	200.00	220.00
Function Room (1 room) (per hour w 2hrs minimum)	100.00	100.00	110.00
Rehearsal room (per hour)	100.00	100.00	110.00
Rehearsal Room (per day)	500.00	500.00	550.00
Meeting room (per hour)	50.00	50.00	55.00
Whole venue (all spaces and theatre) (per day)	3,500.00	3,500.00	3,850.00
Local Not For Profit/Community Group/School Use			
Main Theatre (per day) (excluding co-presentations)	1,500.00	1,500.00	1,650.00
Main Theatre (set up/rehearsal) (excluding co-presentations)	500.00	500.00	550.00
Rehearsal room (per hour) (extended/recurring use by negotiation)	50.00	50.00	55.00
Meeting room (per hour)	30.00	30.00	33.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Other Fees and Charges			
Wages On-charged (FOH & Technical staff) (per hour, 4hr minimum)	54.55	54.55	60.00
Booking Fees (charged to hirers per ticket)	0.05	5%	5%
Marketing Support Charges (based on hirer requirements)	\$100-\$1000	\$100-\$1000	\$110-\$1100
Kitchen Hire (required for external caterers only) (per event)	200.00	200.00	220.00
Cleaning Fee (per event) (+50% on Sundays)	163.64	163.64	180.00
Security staff (per hour, 3hr minimum)	90.91	90.91	100.00
Piano Usage (includes tuning)	300.00	300.00	330.00
Commission on sale of Merchandise (% gross sales)	0.10	10%	10%
Additional charges for Food and Beverages will be charged at an agreed rate, on a case by case basis.			
Main Art Gallery (name TBC)			
Commission rates on exhibition sales	0.34	34%	34%
Exhibition Fee (per week)	227.27	227.27	250.00
Installation/Dismantle Fees (per hour)	54.55	54.55	60.00
Room Hire for events (includes use of kitchen) (daily rate)	363.64	363.64	400.00
Bond Store Gallery			
Commission rates on exhibition sales	20%	20%	20%
Exhibition Fee (per week)	109.09	112.73	124.00
Installation/Dismantle Fees (per hour)	54.55	54.55	60.00
Room Hire for events, shared with exhibition, incl garden (per event)(daily rate)	150.00	155.45	171.00
New Courtroom			
Commission rates on exhibition sales	20%	20%	20%
Exhibition Fee (per week)	163.64	170.00	187.00
Installation/Dismantle Fees (per hour)	54.55	54.55	60.00
Room Hire for events, shared with exhibition (per event)(daily rate)	200.00	207.27	228.00
Ballaarat House			
Exhibition Fee (per week)	154.55	160.00	176.00
Installation/Dismantle Fees (per hour)	54.55	54.55	60.00
Fodder Room			
Community hire for workshops/classes (per hour, 2hr minimum)	13.64	14.09	15.50
Old Courthouse Courtyard			
Event Hire (per hour)(free for community use)	54.55	54.55	60.00
Wages On-charged (FOH & Technical staff) (per hour, 4hr minimum)	New	54.55	60.00
Other Fees & Charges			
Storage Fee per week	53.64	55.45	61.00
City of Busselton Art Award Entry Fee	31.82	36.36	40.00
Market Stall Fee	22.73	36.36	40.00
Heritage Tour Fee Adult	9.09	10.91	12.00
Heritage Tour Fee Child	4.55	5.45	6.00
Heritage Tour Family Pass (2 adults, 2 children)	18.18	27.27	30.00
Additional exhibition charges, assessed on a case by case basis based on additional costs			
LIBRARY CHARGES			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Replacement Library Membership Cards	5.00	5.00	5.00
Library Bags - Red	1.36	1.36	1.50
Photocopy Charges (per copy) - black & white - A4	0.18	0.18	0.20
Photocopy Charges (per copy) - colour - A4	0.91	0.91	1.00
Photocopy Charges (per copy) - black & white - A3	0.36	0.36	0.40
Photocopy Charges (per copy) - colour - A3	1.82	1.82	2.00
Image Reproduction - Personal Use - First Image	6.36	6.36	7.00
Image Reproduction - Personal Use - All Subsequent Images	1.36	1.36	1.50
Image Reproduction - Commercial Use - First Image	27.27	27.27	30.00
Image Reproduction - Commercial Use - All Subsequent Images	6.36	6.36	7.00
Printing from the Internet - per A4 copy	0.18	0.18	0.20
USB Sticks	10.91	10.91	12.00
External Loan Fee	15.45	15.45	17.00
External Loan - Administration Fee	43.64	43.64	48.00
Sale of discarded local stock	Market Rate	Market Rate	Market Rate
<u>BUSSELTON-MARGARET RIVER AIRPORT</u>			
The City of Busselton reserves the right to establish Pricing Arrangements, incorporating elements of the standard fees and charges listed below with partners (including RPT and Open & Closed Charters) based on commercial arrangements.			
<u>Passenger Fees</u>			
Passenger facilitation fee for RPT flights (arriving & departing passengers)	POA *	POA *	POA *
Passenger Screening charge (departing passengers only) for RPT and passengers requiring screening during the RPT operational period applies.	POA *	POA *	POA *
Passenger Facilitation Fee for Open and Closed Charter Flights (per departing passenger) utilising ground handling and terminal building	22.73	11.82	13.00
Passenger Facilitation Fee for Open and Closed Charter Flights (per arriving passenger) utilising ground handling and terminal building	Nww	11.82	13.00
Passenger Facilitation Fee for Open and Closed Charter Flights (per departing passenger) utilising terminal building only	11.36	5.91	6.50
Passenger Facilitation Fee for Open and Closed Charter Flights (per arriving passenger) utilising terminal building only	New	5.91	6.50
POA* - Price on Application. Contact City of Busselton for further information.			
<u>Landing Fees & General Aviation Charges</u>			
Fixed and Rotary wing Aircraft 0 -999 kg MTOW (Flat fee per landing)	4.55	4.55	5.00
Fixed and Rotary wing Aircraft 1,000 -1,999 kg MTOW (Flat fee per landing)	8.18	8.18	9.00
Fixed and Rotary wing Aircraft 2000 - 5699 kg MTOW per part 1000kg	15.82	16.36	18.00
Fixed and Rotary wing Aircraft 5700 - 19,999 kg MTOW per part 1000kg	17.73	18.64	20.50
Fixed and Rotary wing Aircraft greater than 20,000 kg MTOW per part 1000kg	19.59	20.91	23.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
An annual landing fee (optional to per landing fee) for private operators who are City of Busselton Residents or have permanently hangared aircraft including helicopters with a MTOW less than 3000kg MTOW	210.00	218.18	240.00
An annual landing fee (optional to per landing fee) for commercial operators who are City of Busselton Residents or have permanently hangared aircraft including helicopters with a MTOW less than 3000kg MTOW	881.82	915.45	1,007.00
Apron parking bays 1-11 only, per day - First 3 hrs free	36.36	37.27	41.00
General Aviation hardstand parking only, per day - First 24 hours free	10.00	10.00	11.00
Emergency Services consisting of Royal Flying Doctor Service, SLSWA Rescue Helicopter, DFES and DBCA Fire fighting aircraft, Police Air Wing, Surveillance Australia Rescue, RAC Rescue	Nil	Nil	Nil
Car Park			
FIFO Car park frequent user per day fee (based on annual use)	5.45	5.91	6.50
Lost parking validation ticket	127.27	181.82	200.00
FIFO Car park frequent user card issuing fee (incl administration)	New	22.73	25.00
FIFO Car park frequent user card - reissuing lost card fee	New	31.82	35.00
Public Car Park			
First Hour	0.00	0.00	0.00
Hours 1 to 4	4.55	5.00	5.50
Hours 4 to 6	5.45	5.91	6.50
Hours 6 to 8	6.36	6.82	7.50
Hours 8 to 10	7.27	7.73	8.50
Hours 10 to 12	8.18	8.64	9.50
Hours 12 to 24	9.09	9.55	10.50
Days 1 to 7 (per day)	9.09	9.55	10.50
Days 8 to 13 (per day)	7.27	7.73	8.50
Days 14 to 30 (per day)	6.36	6.82	7.50
Days 31+ (per day)	5.45	5.91	6.50
Other Fees			
Airport Reporting Officer afterhours Call out including- Fuel, CEO Non-conforming activity, carpark, airside escorts - Rate per hour (Minimum 3 hours). No charge for Local Stand-By, Full emergency, crash on airport	81.82	85.45	94.00
Flight Training Permits (as defined in the City of Busselton Noise Management Plan on approval by the City only)	216.00	224.00	224.00
Fee for any commercial or private activity that requires a City approved permit or licence	196.36	203.64	224.00
Airport Reporting Officer airside assistance / escort, rate per hour for ARO time > 30 minutes (not including Local Standby, Full Emergency, Crash on Airport with ARO in attendance)	47.27	49.09	54.00
Hanger Hire Fee (min 200sqm) per sqm per week	1.05	1.05	1.15
Aircraft Ground Servicing Equipment hire per hour	By Agreement	By Agreement	By Agreement
Airside Environmental Clean up charges + materials and disposal of waste	Cost Recovery	Cost Recovery	Cost Recovery
Airside Drivers Licence - New (24 Months)	New	31.82	35.00
Visitor Identification Card (VIC) Pass fee per card - replacement card / non-return of card	New	18.18	20.00
Terminal Access/security swipe card - replacement	New	45.45	50.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>BUSSELTON JETTY</u>			
<u>Busseilton Jetty Entry Fees</u>			
Single Day Jetty Pass - Single Child (0-16 years)	0.00	0.00	0.00
Single Day Jetty Pass - Single Adult (17 years +)	3.64	3.64	4.00
Annual Jetty Pass - Resident & Ratepayers - Single Adult (17 years +)	3.64	3.64	4.00
Annual Jetty Pass - Non Resident & Ratepayers - Single Adult (17 years +)	45.45	45.45	50.00
Annual Jetty Pass - Non Resident & Ratepayers - Pensioners	22.73	22.73	25.00
* Jetty entrance fee for passengers pre-booked on commercial tours operated by vessels issued with a permit to berth at the Busseilton Jetty lower platforms is to be waived;			
<u>Busseilton Jetty Misc Fees</u>			
Placement of Memorial Plaque	125.00	129.00	129.00
Installation of Stinger Net	731.82	760.00	836.00
Removal of Stinger Net	731.82	760.00	836.00
Installation of Beach Matting	1,463.64	1,520.00	1,672.00
Removal of Beach Matting	1,463.64	1,520.00	1,672.00
<u>BUSSELTON JETTY TOURIST PARK</u>			
Promotions and calendar dates for high, mid and low seasons are subject to change and at the discretion of the Chief Executive Officer.			
<u>POWERED SITES</u>			
<u>Overnight Rates</u>			
Low Season - (2 Adults per night)	38.18	40.00	44.00
Mid Season - (2 Adults per night)	42.73	44.55	49.00
High Season - (2 Adults per night)	49.55	51.82	57.00
Low Season Pensioner Rate - (2 Adults per night)	33.18	34.55	38.00
Mid Season Pensioner Rate - (2 Adults per night)	37.73	39.09	43.00
Low Season - Single Person Rate (per night)	30.91	32.27	35.50
Mid Season - Single Person Rate (per night)	32.73	34.09	37.50
High Season - Single Person Rate (per night)	40.00	41.82	46.00
Extra Child per night	10.91	10.91	12.00
Extra Adults per night	14.55	14.55	16.00
Low Season Clubs - per site (2 persons) (Rate only applies in low season and 15 vans or more)	31.82	32.73	36.00
Mid Season Clubs - per site (2 persons) (Rate only applies in mid season and 15 vans or more)	36.36	37.27	41.00
<u>Weekly Rates</u>			
<u>Up to 27 Days:</u>			
Low Season - (2 Adults per week)	246.82	258.18	284.00
Mid Season - (2 Adults per week)	276.82	289.09	318.00
High Season - (2 Adults per week)	346.82	363.64	400.00
Low Season Pensioner Rate - (2 Adults per week)	210.91	219.09	241.00
Mid Season Pensioner Rate - (2 Adults per week)	243.64	252.73	278.00
Low Season - Single Person (per week)	195.91	203.64	224.00
Mid Season - Single Person (per week)	227.27	236.36	260.00
High Season - Single Person (per week)	279.09	290.91	320.00
Extra Child per week	67.27	70.00	77.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Extra Adults per week	88.18	91.82	101.00
Low Season Clubs - per site (2 persons) (Rate only applies in low season and 15 vans or more)	196.36	204.55	225.00
Mid Season Clubs - per site (2 persons) (Rate only applies in mid season and 15 vans or more)	211.82	220.00	242.00
After 27 Days: (less than 90 days)			
Low Season - (2 Adults per week)	249.53	260.66	275.00
Mid Season - (2 Adults per week)	249.53	260.66	275.00
High Season - (2 Adults per week)	335.07	350.71	370.00
Low Season Pensioner Rate - (2 Adults per week)	208.53	217.06	229.00
Mid Season Pensioner Rate - (2 Adults per week)	205.69	214.22	226.00
Low Season - Single Person (per week)	191.00	199.05	210.00
Mid Season - Single Person (per week)	194.31	201.90	213.00
High Season - Single Person (per week)	268.25	279.62	295.00
ONSITE PARK HOMES			
Overnight Rates			
Overnight Rates (based on 2 people)			
Low Season Basic Cabin - up to maximum 4 (without ensuite) (no linen)	84.55	87.27	96.00
Mid Season Basic Cabin - up to maximum 4 (without ensuite) (no linen)	94.55	98.18	108.00
High Season Basic Cabin - up to maximum 4 (without ensuite)	125.45	130.00	143.00
Low Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	113.64	118.18	130.00
Mid Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	124.09	129.09	142.00
High Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	146.36	152.73	168.00
Low Season Cowrie Shell Cabins - up to maximum 4 people (ensuite; linen to main bed)	130.45	135.45	149.00
Mid Season Cowrie Shell Cabins - up to maximum 4 people(ensuite;linen to main bed)	140.91	146.36	161.00
High Season Cowrie Shell Cabins - up to maximum of 4 people (ensuite;linen to main bed)	163.23	170.00	187.00
Low Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	140.91	146.36	161.00
Mid Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	153.64	160.00	176.00
High Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	172.73	180.00	198.00
Low Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	154.09	160.00	176.00
Mid Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	165.91	172.73	190.00
High Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	188.41	196.36	216.00
Low Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	153.86	160.00	176.00
Mid Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	166.95	173.64	191.00
High Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	188.41	196.36	216.00
Extra (Age 4 and over)	11.36	11.36	12.50

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Weekly Rates			
Low Season Basic Cabin - up to maximum 4 people (without ensuite) (no linen)	544.55	565.45	622.00
Mid Season Basic Cabin - up to maximum 4 people (without ensuite) (no linen)	614.55	640.00	704.00
High Season Basic Cabin - up to maximum 4 people (without ensuite) (no linen)	898.18	936.36	1,030.00
Low Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	735.00	765.45	842.00
Mid Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	805.91	840.00	924.00
High Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	1,026.00	1,070.00	1,177.00
Low Season Cowrie Shell Cabins - up to maximum 4 people (ensuite;linen to main bed)	850.68	886.36	975.00
Mid Season Cowrie Shell Cabins - up to maximum 4 people (ensuite;linen to main bed)	915.00	953.64	1,049.00
High Season Cowrie Shell Cabins - up to maximum 4 people (ensuite;linen to main bed)	1,145.45	1,193.64	1,313.00
Low Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	914.09	952.73	1,048.00
Mid Season Nautilus Shell Cabin - up to maximum 5 people(ensuite;linen to main bed)	998.18	1,040.00	1,144.00
High Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,207.73	1,259.09	1,385.00
Low Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,000.00	1,041.82	1,146.00
Mid Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,082.73	1,128.18	1,241.00
High Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,318.86	1,374.55	1,512.00
Low Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,000.00	1,041.82	1,146.00
Mid Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,082.90	1,128.18	1,241.00
High Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,318.86	1,374.55	1,512.00
SEMI PERMANENTS			
<i>Resident Leaves Van Onsite</i>			
Annual charge entitles 90 days use for 2 people (includes one parking space only)	5,350.71	5,578.20	5,885.00
Annual charge entitles 90 days use for 2 people - discounted for early payment prior to 31/07 (includes one parking space only)	5156.40	5,375.36	5,671.00
Parking fee - One parking space is provided with stay up to 90 days - per week fee for vehicles (including boats) after 90 days	19.91	19.91	21.00
<i>**Patrons selling their caravans or park homes must remove them from the Busselton Jetty Tourist Park</i>			
MISCELLANEOUS			
Booking Cancellation Fee	38.18	39.09	43.00
Washing Machines/ Dryers	3.64	3.64	4.00
Refill of 9kg gas bottle	39.09	40.00	44.00
Shower charge	7.73	7.73	8.50
Linen hire per single bed	8.18	8.18	9.00
Linen hire per queen / double bed	11.82	11.82	13.00
Additional charge for electricity use for caravan air conditioners - per day	13.18	13.64	15.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Additional charge for electricity use for electric vehicle charging - per day	13.18	13.64	15.00
<u>HIRE FACILITIES - Halls, CRC, YCAB & Undalup</u>			
<u>Function Room</u>			
Note: Charge for Full Day bookings capped at 8 Hours for CRC, YCAB and Halls Only			
<u>Facility Hire Bonds</u>			
Undalup Function Room Hire Bond - Low Risk Function	500.00	500.00	500.00
Undalup Function Room Hire Bond - Medium Risk Function	1000.00	1000.00	1,000.00
Undalup Function Room Hire Bond - High Risk Function	2000.00	2000.00	2,000.00
General Facility Hire Bond - Low Risk Function (Community Grp/Commercial/Private no Alcohol)	200.00	200.00	200.00
General Facility Hire Bond - Medium Risk Function (Community Grp/Commercial with Alcohol)	500.00	500.00	500.00
General Facility Hire Bond - High Risk Function (Private with Alcohol)	1000.00	1000.00	1,000.00
Key / Access Card Deposit Bond (as required)	100.00	100.00	100.00
Additional and/or Replacement Key / Access Card (May be deducted from Bond repayment where applicable)	54.55	54.55	60.00
Key Issue Fee (keys issued that are not being returned)	New	54.55	60.00
<u>Miscellaneous Facility Fees</u>			
Weddings / Private Functions - Beaches and Reserves - Applied to a Council venue not attracting a facility hire fee.	79.09	81.82	90.00
Note - Prorata Hire may be authorised at the discretion of the CEO			
Booking Deposit - Applicable for applications values exceeding \$100.00	10% of hire value	10% of hire value	10% of hire value
Facility Hire Cancellation Fee (less than 1 weeks notice given)	30% of hire value	30% of hire value	50% of hire value
Extraordinary Clean as required or by arrangement	At cost plus 10% administration fee	At cost plus 10% administration fee	At cost plus 10% administration fee
Video Conferencing Facility (Administration Building) - Hourly	22.73	22.73	25.00
Erection of temporary structure on a reserve or public open space marking out fee where applicable	46.36	47.27	52.00
<u>Churchill Park Hall</u>			
Community Groups - Hourly	18.18	18.18	20.00
Commercial / Private - Hourly	27.27	28.18	31.00
Registered Charities - Hourly	9.09	9.09	10.00
<u>High Street Hall</u>			
<u>Main Hall Only</u>			
Community Group - Hourly	18.18	18.18	20.00
Commercial / Private - Hourly	27.27	28.18	31.00
Registered Charity	9.09	9.09	10.00
<u>Blue Room Only</u>			
Community Group - Hourly	13.64	13.64	15.00
Commercial / Private - Hourly	18.18	18.18	20.00
Registered Charity - Hourly	7.27	7.27	8.00
<u>Rural Halls (Yallingup, Yoongarillup)</u>			
Community Group - Hourly	13.64	13.64	15.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Commercial / Private - Hourly	18.18	18.18	20.00
Registered Charity - Hourly	9.09	9.09	10.00
<u>Undalup Function Room</u>			
Minimum booking 4 hours			
<u>Function Centre Weekdays</u>			
Community Group / Charity - Hourly - Business Hours	55.45	57.27	63.00
Commercial/Private - Hourly Business Hours	83.64	86.36	95.00
<u>Function Centre After Hours / Weekends</u>			
Community Group / Charity - Hourly - After Hours / Weekends	116.36	120.00	132.00
Commercial/Private - Hourly - After Hours / Weekends	171.82	178.18	196.00
<u>Additional Charges</u>			
Dance Floor Rental (Each Event)	60.00	90.91	100.00
Undalup Room - Stage Hire	74.55	90.91	100.00
Venue Support Staff hourly fee - time & a half (Saturdays)	New	43.64	48.00
Venue Support Staff hourly fee - double time (Sundays)	New	58.18	64.00
<u>BUSSELTON COMMUNITY RESOURCE CENTRE</u>			
Minimum booking 2 hours			
<u>Ground Floor Meeting Room (including courtyard)</u>			
Community Group - Hourly	22.73	25.45	28.00
Commercial / Private - Hourly	41.82	42.73	47.00
Registered Charity - Hourly	11.82	16.36	18.00
<u>First Floor Meeting Room 2 or 3</u>			
Community Group - Hourly	11.82	13.64	15.00
Commercial / Private - Hourly	20.91	22.73	25.00
Registered Charity - Hourly	5.45	9.09	10.00
<u>BUSSELTON YOUTH AND COMMUNITY ACTIVITY BUILDING</u>			
Minimum booking 2 hours			
<u>Events Multi-Function Room</u>			
Community Group - Hourly	41.82	42.73	47.00
Commercial / Private - Hourly	64.55	66.36	73.00
Registered Charity - Hourly	20.00	20.00	22.00
<u>Meeting Room</u>			
Community Group - Hourly	23.64	24.55	27.00
Commercial / Private - Hourly	40.00	40.91	45.00
Registered Charity - Hourly	11.82	11.82	13.00
<u>Office Space</u>			
Community Group - per hour	9.09	9.09	10.00
Commercial / Private - Hourly	16.82	17.27	19.00
Registered Charity - Hourly	4.55	4.55	5.00
<u>GROUND HIRE LEVIES:</u>			
<u>SUMMER/ WINTER SPORTS</u>			
<u>(A) Association of Senior Players</u>			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Charged per team per season plus power etc. where applicable.	260.91	270.91	298.00
A per week surcharge to apply where special ground preparation/maintenance is required, i.e. Cricket.	62.73	64.55	71.00
<u>(B) Association of Junior Players</u>			
50% of Senior rates plus full power costs where applicable.	130.00	134.55	148.00
<u>Exceptions to Categories (A) & (B) above</u>			
<u>1. Busselton Trotting Club</u>			
Per meeting plus power	338.18	350.91	386.00
Track maintenance charged at Private Works rates			
<u>2. Southern Districts Agricultural Society</u>			
Per day plus power costs for actual show days.	349.09	361.82	398.00
Per day during the set up of the show.	108.18	111.82	123.00
<u>3. South West National Football League</u>			
Per home game plus power costs	223.64	231.82	255.00
<u>4. School Groups</u>			
Sports Carnivals etc. - no charge.	Nil	Nil	Nil
<u>OUTDOOR COURT HIRE LEVIES</u>			
For training and competition purposes			
<u>SUMMER/ WINTER SPORTS</u>			
<u>(A) Association of Senior Players</u>			
Hourly outdoor court hire fee - Community Sport	New	0.18	0.20
<u>SUMMER/ WINTER SPORTS</u>			
<u>(A) Association of Junior Players</u>			
Hourly outdoor court hire fee - Community Sport	New	0.18	0.20
<u>Outdoor Court Hire – Commercial per Hour</u>	18.18	18.18	20.00
<u>Additional Charges - Ground / Court hire</u>			
Extraordinary Clean as required or by arrangement	At cost plus 10% administration fee	At cost plus 10% administration fee	At cost plus 10% administration fee
<u>OUTDOOR EXERCISE SITES</u>			
Zone 1 - Twelve (12) month fee	781.82	810.91	892.00
Zone 1 - Six (6) month fee	390.91	405.45	446.00
Zone 2 - Twelve (12) month fee	590.91	612.73	674.00
Zone 2 - Six (6) month fee	295.45	305.45	336.00
<u>GEOGRAPHE LEISURE CENTRE</u>			
Promotions at the discretion of the Chief Executive Officer			
<u>Swimming Pool</u>			
Adult Swim	6.55	6.73	7.40
Concession Swim (Health Care card, or child 5-16 years)	5.00	5.18	5.70
Child under 5 y/o (must be accompanied by an adult)	Nil	Nil	Nil

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Spectator	Nil	Nil	Nil
School In term Swimming - Education Department	3.64	3.73	4.10
Vacation Swimming - Education Department	3.82	3.91	4.30
Sauna/spa/swim (16 years & over only)	11.45	12.27	13.50
Spa/sauna	New	6.91	7.60
Swimming Pool lane hire - Community (per lane per hour) Individual participants must pay normal pool entry	10.91	11.27	12.40
Swimming Pool lane hire - Commercial (per lane per hour) Individual participants must pay normal pool entry	23.82	24.73	27.20
Swimming Pool lane hire - Commercial (per lane per hour) OFF- Peak - individuals must pay normal pool entry	15.45	16.00	17.60
Local regular not for profit aquatic user groups	4.55	4.55	5.00
Swimming Pool Hire (Outdoor - Exclusive use) per hour (min 3 hours)	111.82	116.09	127.70
Group Pass (2 Adults and 2 children)	18.18	18.82	20.70
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount
Learn To Swim - per lesson	16.00	16.60	16.60
Private one on one lesson per 30 mins	43.00	44.60	44.60
Private one on one lesson per 15 mins	22.00	22.80	22.80
Large Inflatable Hire - per hour	163.64	170.00	187.00
Small Inflatable Hire - per hour	127.27	132.27	145.50
Dry side inflatable Hire (unsupervised)- maximum 3hrs hire	131.82	137.00	150.70
Group Fitness			
Fitness Centre - Casual	18.09	18.64	20.50
Per person per class (f/t student, health care card, senior's card concession)	12.27	12.73	14.00
Appraisal and program	71.36	74.09	81.50
Lifestyle Seniors program	7.27	7.27	8.00
Personal / Group Training			
Assessment Fee	71.36	74.09	81.50
Small Group One off Training Session (min 2, max 4 persons) cost is per session shared between participants.	65.45	68.18	75.00
Small Group Personal Training - 6 week program, twice per week - cost per person (min 6 participants/6 week program)	120.00	124.55	137.00
PT School programme entry per student (minimum 8 students session)	7.27	7.55	8.30
Bootcamp - cost per session/term based (minimum 6 people)	10.45	10.91	12.00
Personal Training - 1 hour session with Trainer (1 on 1)	60.91	63.64	70.00
Aerobics / Aquarobics			
Per person per class	18.09	18.64	20.50
Per person per class (f/t student, health care card, senior's card concession)	12.27	12.73	14.00
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount
Sports Stadium			
Sports courts (each per hour) - Community peak	52.73	54.55	60.00
Sports courts (each per hour) - Community Off-peak (9am-3pm, Mon-Fri)	40.00	41.82	46.00
# Volleyball Courts 5 & 6 (i.e. smaller courts)	29.09	30.00	33.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Sports courts (each per hour) commercial	73.64	76.36	84.00
Community half court - per hour	26.36	27.27	30.00
Badminton Court - per hour	18.18	19.09	21.00
Casual Shots (Individual fee*) conditions apply	6.36	6.36	7.00
Casual Shots (Individual fee*) school student rate conditions apply	2.73	2.73	3.00
Whole of stadium hire per day (5.30am-3.30pm Mon-Fri & W'ends)	618.18	645.45	710.00
Whole of stadium hire bond	513.00	535.00	535.00
Crèche / Activity Room			
Crèche / activity room per hour (Commercial)	42.73	44.55	49.00
Crèche / activity room per hour (Community)	32.73	34.09	37.50
Crèche / per child per session	5.91	6.09	6.70
Per Child per session (Book of 5)	24.73	25.64	28.20
Per Child per session (Book of 10)	38.18	40.00	44.00
Vacation Care Program (per child per day)	80.00	88.00	88.00
MEMBERSHIP PACKAGES			
Casual Day Pass (Gym/Aerobics/Pool/Spa/Sauna)	23.64	23.64	26.00
Membership Cancellation Administration Fee	New	24.55	27.00
Swim membership: [per person per annum]			
Individual (Adult)	568.18	590.91	650.00
6 months membership	367.27	377.27	415.00
3 months membership	263.64	272.73	300.00
1 months membership	92.73	95.45	105.00
Concession (Child, Health care card, seniors card, f/t student)	457.27	477.27	525.00
6 months membership	323.64	336.36	370.00
3 months membership	235.45	245.45	270.00
1 months membership	81.82	86.36	95.00
Double (each)	510.91	531.82	585.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	407.27	422.73	465.00
Direct Debit - fortnightly deduction	22.73	23.64	26.00
Direct Debit - fortnightly concession	19.09	20.00	22.00
Direct Debit - fortnightly double	20.91	21.82	24.00
Gym: [per person per annum]			
Individual	697.27	722.73	795.00
6 months membership	452.73	468.18	515.00
3 months membership	321.82	336.36	370.00
1 months membership	114.55	118.18	130.00
Concession [Child, Health care card, seniors card, f/t student]	588.18	609.09	670.00
6 months membership	393.64	409.09	450.00
3 months membership	282.73	295.45	325.00
1 months membership	97.27	100.00	110.00
Double (each)	641.82	668.18	735.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	480.91	500.00	550.00
Direct Debit - fortnightly deduction	25.45	26.36	29.00
Direct Debit - fortnightly concession	21.82	22.73	25.00
Direct Debit - fortnightly double	23.64	24.55	27.00
Group Fitness Classes only: [per person per annum]			
Individual	697.27	724.55	797.00
6 months membership	447.27	468.18	515.00
3 months membership	321.82	336.36	370.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
1 months membership	114.55	118.18	130.00
Concession [Child, Health care card, seniors card, f/t student]	588.18	609.09	670.00
6 months membership	393.64	409.09	450.00
3 months membership	282.73	295.45	325.00
1 months membership	97.27	100.00	110.00
Double (each)	641.82	668.18	735.00
Direct Debit - fortnightly deduction	25.45	26.36	29.00
Direct Debit - fortnightly concession	21.82	22.73	25.00
Direct Debit - fortnightly double	23.64	24.55	27.00
Full membership (includes Gym,Swim and Group Fitness) per annum			
Individual	901.82	936.36	1,030.00
6 months membership	591.82	613.64	675.00
3 months membership	423.64	440.91	485.00
1 months membership	151.82	159.09	175.00
Concession [Child, Health care card, seniors card, f/t student]	802.73	831.82	915.00
6 months membership	516.36	536.36	590.00
3 months membership	370.91	386.36	425.00
1 months membership	131.82	136.36	150.00
Double (each)	855.45	890.91	980.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	695.45	722.73	795.00
Direct Debit - fortnightly deduction	33.64	34.55	38.00
Direct Debit - fortnightly concession	30.00	30.91	34.00
Direct Debit - fortnightly double	32.73	33.64	37.00
Remote shift worker membership	475.45	495.45	545.00
Membership cancellation Administration Fee	23.64	24.55	27.00
Replacement Membership Card	12.73	13.64	15.00
Corporate Packages			
Swim Club - (Club Access Only) per person per annum. A 25% discount applies on renewal.	25% Discount	25% Discount	25% Discount
# Corporate member Gym/Swim/Spa/Sauna [per person per annum] 10 plus members (each). A 20% discount applies on renewal.	20% Discount	20% Discount	20% Discount
# City of Busselton staff full membership. (30% discount applies)	30% Discount	30% Discount	30% Discount
Rehabilitation membership (insurance) 3 month Full only	494.55	504.55	555.00
Health Suites			
Hire - Per day	57.27	59.09	65.00
Storage - per month	81.82	84.55	93.00
Meeting Room Hire			
Community - per hour	21.82	22.73	25.00
Commercial - per hour	36.36	37.73	41.50
Fitness Room Hires			
Community - per hour	37.27	38.64	42.50
Commercial - per hour	70.00	72.73	80.00
NATURALISTE COMMUNITY CENTRE			
Promotions at the discretion of the Chief Executive Officer			
Key / Hire Bond			

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Loss of key, unauthorised key transfer to another person, unauthorised key copying, or use of NCC without prior approval - rate per occurrence.	205.00	213.00	213.00
Additional cleaning fee	Cost + 20%. Extra cleaning min. \$26 per occurrence	Cost + 20%. Extra cleaning min. \$36 per/hr	Cost + 20%. Extra cleaning min. \$36 per/hr
Stadium			
Casual indoor tennis : Adults - per person per hour.	7.73	8.18	9.00
Casual indoor tennis : Students - per person per hour.	4.55	5.00	5.50
Sports Court (per hour) Community peak	51.82	54.55	60.00
Sports Court (per hour) Community-Off Peak(1pm-4pm Mon-Fri & W'ends)	40.00	41.82	46.00
Sports Court (per hour) commercial	73.64	76.36	84.00
Community half court - per hour	26.36	27.27	30.00
Badminton Court - per hour (includes net, racquets and shuttle)	18.18	19.09	21.00
Casual Shots per person student rate* conditions apply	2.73	2.73	3.00
Casual Shots per person* conditions apply	6.36	6.36	7.00
Whole of stadium day hire - community group	New	218.18	240.00
Whole of stadium hire bond	New	180.00	180.00
Whole of stadium day hire - commercial	New	454.55	500.00
Whole of stadium commercial hire bond	New	375.00	375.00
Multi-Purpose Activity Room (Full)			
Community - per hour	37.27	38.64	42.50
Commercial - per hour	70.45	73.18	80.50
Community - day hire - full	New	309.09	340.00
Commercial - day hire - full	New	527.27	580.00
Multi-Purpose Activity Room (Half)			
Community - per hour	22.27	23.18	25.50
Commercial - per hour	36.36	37.73	41.50
Storage Community - per shelf per month or 1m2 floor area	23.64	24.55	27.00
Storage Commercial - per shelf per month or 1m2 floor area	34.55	35.91	39.50
Hire of Ceiling projector and screen per day	37.27	39.09	43.00
Casual Usage per hour per person student rate* conditions apply	3.18	3.27	3.60
Casual Usage per hour per person* conditions apply	6.82	7.00	7.70
Community - day hire - half	New	181.82	200.00
Commercial - day hire - half	New	300.00	330.00
Family Activity Area			
Community - per hour	20.91	21.82	24.00
Commercial - per hour	29.09	30.00	33.00
Community - day hire	New	172.73	190.00
Commercial - day hire	New	240.91	265.00
Community Office Space			
Community - per hour	9.55	10.00	11.00
Commercial - per hour	11.82	12.27	13.50
Community - day hire	New	54.55	60.00
Commercial - day hire	New	72.73	80.00
Kitchen/Servery Area (in addition to other bookings)			
Community - per hour	13.18	13.64	15.00
Commercial - per hour	15.91	16.36	18.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Community - day hire	25.45	54.55	60.00
Commercial - day hire	46.36	72.73	80.00
Group Fitness			
Per person per class	18.09	18.64	20.50
Concession per person per class [Health care card, seniors card, f/t student)	12.27	12.73	14.00
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount
12 month Membership (Individual)	697.73	724.55	797.00
12 Month membership Concession [Health care card, seniors card, f/t student)	588.64	609.09	670.00
6 months membership	447.73	468.18	515.00
6 months membership(concession) [Health care card, seniors card, f/t student)	394.09	409.09	450.00
3 months membership	321.82	336.36	370.00
3 months membership(concession) [Health care card, seniors card, f/t student)	282.73	295.45	325.00
1 month Membership	114.55	118.18	130.00
1 month Membership (concession)			110.00
Pay as you go fortnightly direct debit	25.64	26.36	29.00
Pay as you go fortnightly direct debit concession	21.45	22.73	25.00
Membership cancellation Administration Fee	23.36	24.55	27.00
Double membership - each	642.18	668.18	735.00
City of Busselton staff Group Fitness membership (30% discount applies)	488.73	30% Discount	30% Discount
Remote shift worker membership	475.73	495.45	545.00
Seniors Programs			
<i>Strong Active Seniors; Stretch and Revitalise</i>			
Per person per class	7.64	7.91	8.70
Discount tickets - book of 10 - 10% discount	10% Discount	10% Discount	10% Discount
Crèche/ Activity Room			
Casual use. Per Child per session (paid on day)	5.91	6.09	6.70
Crèche Pass (Book of 5)	24.73	25.64	28.20
Crèche Pass (Book of 10)	38.18	39.64	43.60
Vacation care program, per child per day	80.00	88.00	88.00
Shower			
Per person not participating in centre activities, per use of shower facilities	4.73	5.00	5.50
Stage Hire			
Commercial hire per day, or part of.	102.73	106.82	117.50
Community hire per day, or part of.	51.36	53.64	59.00
Stage hire bond, per use	440.00	457.00	457.00
NCC Grounds Hire			
Community half day	66.36	69.09	76.00
Commercial half day	113.64	118.18	130.00
The Break Youth Facility			
The Break (community - per hour)	New	15.45	17.00
The Break (commercial - per hour)	New	22.27	24.50

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CITY OF BUSSELTON**Schedule of Fees & Charges****2023/24 Financial Year**

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<p>A concession of 50% of the adopted fee or charge may apply (upon application) in relation to those fees and charges shaded and marked with an asterisk (*). The concession is only available to incorporated not for profit organisations and groups where profits raised from the associated activity are to be donated to a local cause or charity.</p>				
<p>Statutory Charges shall be charged as per the rate set under the relevant Statute, which may be subject to change.</p>				
<u>PLANNING & DEVELOPMENT SERVICES</u>				
<u>BUILDING RELATED FEES</u>				
Fees, not otherwise included below; for Building services set by statute will be charged at the maximum amount applicable under the relevant statute.				
Fees for building services listed in Schedule 2, Building Regulations 2012 (Note - Statutory fee)	As per the maximum fee listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012
<u>Uncertified Building Applications</u>				
Building Fee (Note - Statutory fee)	New	New	Value of works x 0.32% but not less than \$110.00	Value of works x 0.32% but not less than \$110.00
Construction Training Fund Levy (Note - Statutory fee)	New	New	If the value of works is over \$20,000 it is the value of works x 0.2%	If the value of works is over \$20,000 it is the value of works x 0.2%
Building Services Levy (Note - Statutory fee)	New	New	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.
<u>Certified Building Applications</u>				
Building Fee - Class 1 or 10 (Note - Statutory fee)	New	New	Value of works x 0.19% but not less than \$110.00	Value of works x 0.19% but not less than \$110.00
Building Fee – Class 2 to 9 (Note - Statutory fee)	New	New	Value of works x 0.09% but not less than \$110.00	Value of works x 0.09% but not less than \$110.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Construction Training Fund Levy (Note - Statutory fee)	New	New	If the value of works is over \$20,000 it is the value of works x 0.2%	If the value of works is over \$20,000 it is the value of works x 0.2%
Building Services Levy (Note - Statutory fee)	New	New	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.	If value of works is over \$45,000 it is value of works x 0.137%, with a minimum of \$61.65.
Demolition Permit				
Class 1 or 10 (Note - Statutory fee)	New	New	110.00	110.00
Class 2 to 9 (Note - Statutory fee)	New	New	\$110.00 per storey	\$110.00 per storey
Building Services Levy CTF Levy (Note - Statutory fee)	New	New	0.137% of work value, with a minimum of \$61.65. If the value of works is over \$20,000 it is value of works x 0.2%	0.137% of work value, with a minimum of \$61.65. If the value of works is over \$20,000 it is value of works x 0.2%
Occupancy Permit				
Application Fee (Note - Statutory fee)	New	New	110.00	110.00
Strata Application (Note - Statutory fee)	New	New	\$11.60 per unit but not less than \$115.00	\$11.60 per unit but not less than \$115.00
Unauthorised Work (Note - Statutory fee)	New	New	Value of works x 0.18% but not less than \$110.00	Value of works x 0.18% but not less than \$110.00
For approved building work (s47,49,50 or 52) Building Services Levy (Note - Statutory fee)	New	New	61.65	61.65
For unauthorised building work Building Services Levy (Note - Statutory fee)	New	New	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.
Occupancy Permit under s46 (Note - Statutory fee)	New	New	No BSLevy	No BSLevy
Building Approval Certificates				
Unauthorised building work (Note - Statutory fee)	New	New	Value of work x 0.38% but not less than \$110.00	Value of work x 0.38% but not less than \$110.00
For approved building work Building Services Levy (Note - Statutory fee)	New	New	123.30	123.30
For unauthorised building work Building Services Levy (Note - Statutory fee)	New	New	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.	If value of works is over \$45,000 it is value of works x 0.274%, with a minimum of \$123.30.
CTF Levy (Note - Statutory fee)	New	New	If the value of works is over \$20,000 it is value of works x 0.2%	If the value of works is over \$20,000 it is value of works x 0.2%
Application to replace an occupancy permit for an existing building (s.52(1)) (Note - Statutory fee)	New		110.00	110.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Application for a building approval certificate for an existing building or an incidental structure where unauthorised work has not been done (s.52(2)) (Note - Statutory fee)	New		110.00	110.00
Application to extend the time during which an occupancy permit or building approval certificate has effect (s.65(3)(a)) (Note - Statutory fee)	New		110.00	110.00
Certificate of Design Compliance				
Class 2 – 9 Buildings (Note - Statutory fee)	New	New	Construction value up to \$2M, 0.09% of the GST inclusive estimated value of works, with a minimum of \$385.00; plus GST. Construction value more than \$2M, \$1,980.00, plus 0.07% of the GST inclusive estimated value of works for every \$ over 2M; plus GST.	Construction value up to \$2M, 0.09% of the GST inclusive estimated value of works, with a minimum of \$385.00; plus GST. Construction value more than \$2M, \$1,980.00, plus 0.07% of the GST inclusive estimated value of works for every \$ over 2M; plus GST.
Certificate of Construction Compliance				
Where the City of Busselton provided the Certificate of Design Compliance (Note - Statutory fee)	New	New	\$181.50 per hour, with a minimum of \$385.00	\$181.50 per hour, with a minimum of \$385.00
Where the City of Busselton did not provide the Certificate of Design Compliance (Note - Statutory fee)	New	New	\$181.50 per hour, with a minimum of \$385.00	\$181.50 per hour, with a minimum of \$385.00
Certificate of Building Compliance				
Authorised or unauthorised Class 2 – 9 buildings (Note - Statutory fee)	New	New	\$181.50 per hour, with a minimum of \$385.00.	\$181.50 per hour, with a minimum of \$385.00.
Unauthorised Class 1 – 10 buildings (Note - Statutory fee)	New	New	0.26% of the GST inclusive estimated current value of the works, with a minimum of \$250.00.	0.26% of the GST inclusive estimated current value of the works, with a minimum of \$250.00.
Certificates of Design, Construction or Building Compliance in relation to building work outside the City. (Note - Statutory fee)	New	New	\$79.00 per hour, including travel time, with a minimum of \$200.00.	\$79.00 per hour, including travel time, with a minimum of \$200.00.

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Provision of written advice confirming compliance with town planning and/or environmental health matters, and/or advising of town planning and environmental health requirements, prior to submissions of an application for issue of a building permit. (Note - Statutory fee)	New	New	75.00	75.00
Building Plan Searches				
Electronic Plans	84.00	84.00	84.00	84.00
Old Archive (Stored at Depot) The above fees include the cost of copying up to ten A4 or A3 sheets or equivalent. Any further copies which be charged in accord with the adopted photocopy charges as detailed in this Schedule	126.00	126.00	125.00	125.00
Provide copy of Housing Indemnity Insurance Policy	84.00	84.00	84.00	84.00
Site Plans	66.00	66.00	66.00	66.00
Building Inspection and Reports				
Section 39 Building BCA compliance inspection fee - if required.	167.27	184.00	173.64	191.00
Property Inspection and Report Preparation	536.36	590.00	557.27	613.00
Building Call Out Fee. Fee applies where work for which an inspection is requested, was not ready for inspection.	167.27	184.00	173.64	191.00
Swimming Pool Inspections				
4 Yearly Inspection	As per the maximum fee listed in Regulation 53 of the Building Regulations 2012	As per the maximum fee listed in Regulation 53 of the Building Regulations 2012	As per the maximum fee listed in Regulation 53 of the Building Regulations 2012	As per the maximum fee listed in Regulation 53 of the Building Regulations 2012
Pool Certification inspection (upon completion of construction of barrier to a private swimming pool)	167.27	184.00	167.27	184.00
Pool inspection fee on sale of property (if more than 1 year from scheduled inspection)	167.27	184.00	167.27	184.00
Building and Pool re-inspection fee for non compliance (will be charged when barrier is found to be non-compliant at three consecutive inspections).	167.27	184.00	167.27	184.00
Building certificates and written advice (Building Act 2011)				
Extend a Building or Demolition Permit(Note - Statutory fee)	New	New	110.00	110.00
HEALTH RELATED FEES				
Fees, not otherwise included below; for Health services set by statute will be charged at the maximum amount applicable under the relevant statute.				
* Food Premises Fees				
Notification Fee	70.00	70.00	72.00	72.00
Application for Registration Food Business - Low Risk	133.00	133.00	138.00	138.00
Application for Registration Food Business - Medium / High Risk	245.00	245.00	254.00	254.00
Surveillance fee - Low Risk - Pro rata applies	104.00	104.00	108.00	108.00
Surveillance fee - Medium Risk - Pro rata applies	224.00	224.00	232.00	232.00
Surveillance fee - High Risk - Pro rata applies	449.00	449.00	466.00	466.00
Inspection of premises (Additional or on request)	195.00	195.00	202.00	202.00
Late Payment Fee	37.00	37.00	38.00	38.00
Stallholders				
Application for Stallholders Permit Fee/Renewal of Stallholder's Permit Fee/ Transfer of Stallholders Permit				
per occasion	42.00	42.00	43.00	43.00
Up to 3 months	62.00	62.00	64.00	64.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
6 months	93.00	93.00	96.00	96.00
12 months	156.00	156.00	162.00	162.00
Application for Transfer of Stallholder's Permit	37.00	37.00	38.00	38.00
Traders				
Application for Trader's Permit	161.00	161.00	167.00	167.00
Application for Transfer of Trader's Permit	161.00	161.00	167.00	167.00
Itinerant Trader Permit Fee	1,610.00	1610.00	1,672.00	1,672.00
Trader's Permit – Bond Fees	1,208.00	1208.00	1,255.00	1,255.00
Trader's Permit Fee – Zone 1				
Prime sites (Meelup Beach Carpark Only)				
12 months - Pro rata applies	5,796.00	5796.00	6,022.00	6,022.00
Trader's Permit Fee – Zone 1A				
Prime sites (e.g. Boat ramp car parks)				
12 months - Pro rata applies	4,257.00	4257.00	4,423.00	4,423.00
Trader's Permit Fee – Zone 2				
Secondary sites (e.g. other coastal and foreshore nodes)				
12 months - Pro rata applies	3,180.00	3180.00	3,304.00	3,304.00
Trader's Permit Fee – Zone 2A				
Other inland sites				
12 months - Pro rata applies	2,667.00	2667.00	2,771.00	2,771.00
Outdoor Eating Facility				
Application for Outdoor Eating Facility Permit	156.00	156.00	162.00	162.00
Outdoor Eating Facility Permit Fee/Renewal of Outdoor Eating Facility Permit Fee	0.00	0.00	0.00	0.00
Application for Transfer of Outdoor Eating Facility Permit	67.00	67.00	69.00	69.00
* Public Building Fees				
> 5,000 persons, maximum fee under the Public Building Regulations 1992	871.00	871.00	871.00	871.00
Public Building Inspection Fee (including events)	120.00	120.00	195.00	195.00
Water Sampling Fee				
Chemical Swimming Pool sample	16.00	16.00	16.00	16.00
Micro/ Amoeba Swimming Pool Sample	38.00	38.00	39.00	39.00
Private Water Supply Sampling Fee	80.00	80.00	83.00	83.00
Late Payment Fee	38.00	38.00	38.00	38.00
Park Home, Annexe & Miscellaneous Caravan Park Fees				
Caravan Park licence : minimum \$200 (Note - Statutory fee)	200	200.00	200.00	200.00
Long stay sites, per site	6.00	6.00	6.00	6.00
Short stay sites and sites in transit parks, per site	6.00	6.00	6.00	6.00
Camp site, per site	3.00	3.00	3.00	3.00
Overflow site, per site	1.50	1.50	1.50	1.50
Application for Approval of Park Home	256.00	256.00	265.00	265.00
Application for Approval of Annexe	256.00	256.00	265.00	265.00
Application for approval of other Buildings, Carports, Pergolas and Storage Sheds	256.00	256.00	265.00	265.00
Temporary License	New	New	100.00	100.00
Animal Registration Fees				
Application for Registration of Stable	93.00	93.00	96.00	96.00
Application to Renew Registration of Stable	55.00	55.00	57.00	57.00
Application to Transfer Registration of Stable	27.00	27.00	28.00	28.00
Application for Registration of premises to keep pigeons	93.00	93.00	96.00	96.00
Application for renewal of Registration to Keep Pigeons	55.00	55.00	57.00	57.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Lodging House Registration Fees				
Application for Registration of Lodging House - less than 15 lodgers	402.00	402.00	417.00	417.00
Renewal of Registration of Lodging House - less than 15 lodgers	266.00	266.00	276.00	276.00
Application for Registration of Lodging House - 15 or more lodgers	575.00	575.00	597.00	597.00
Renewal of Registration of Lodging House - 15 or more lodgers	384.00	384.00	398.00	398.00
Late Payment Fee	37.00	37.00	38.00	38.00
Temporary Accommodation Approval Fees				
Application for Approval to camp (Regulation 11 Caravan Parks & Camping Grounds Regulations 1997)	256.00	256.00	265.00	265.00
Holiday Homes				
Application for Registration of Holiday Homes	156.00	156.00	162.00	162.00
Registration Fee - Pro rata applies	246.00	246.00	255.00	255.00
Renewal of Holiday Homes Registration	268.00	268.00	278.00	278.00
Late Payment Fee	37.00	37.00	38.00	38.00
Effluent Disposal Fee				
Local Government Application Fee (Note - Statutory fee)	118.00	118.00	118.00	118.00
Local Government Report Fee (recommended fee)	118.00	118.00	118.00	118.00
Fee for the grant of a permit to use apparatus (Note - Statutory fee)	118.00	118.00	118.00	118.00
Request for re-inspection	139.00	139.00	144.00	144.00
* Noise Regulation Fees				
Regulation 19 fee	New	New	999.00	As per Statute, up to \$15,000
Regulation 18 application fee (Note - Statutory fee)	1,000.00	1,000.00	1,000.00	1,039.00
Regulation 18 late fee (Note - Statutory fee)	250.00	250.00	250.00	259.00
Noise monitoring fee - per hour	140.00	140.00	140.00	145.00
Regulation 16 fee (Note - Statutory fee)	500.00	500.00	500.00	519.00
Regulation 14 fee (Note - Statutory fee)	500.00	500.00	500.00	519.00
Regulation 13 fee (Note - Statutory fee)	160.00	160.00	160.00	166.00
General Fees				
Request for a Section 39 Liquor Licence Certificate	214.00	214.00	222.00	222.00
Premises Plan Assessment Fee - miscellaneous	172.00	172.00	178.00	178.00
Request for Inspection of Premises - miscellaneous	195.00	195.00	202.00	202.00
Copy of Certificate of analysis	33.00	33.00	34.00	34.00
TOWN PLANNING RELATED FEES				
Fees, not otherwise included below; for planning services listed in the Planning and Development Regulations 2009 (Note - Statutory fee)	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
Development Application Fees				
Where the estimated cost of development (ECD) is:				
Not more than \$50,000 (Note - Statutory fee)	New	New	147.00	147.00
More than \$50,000 but not more than \$500,000 (Note - Statutory fee)	New	New	0.32% of ECD	0.32% of ECD

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
More than \$500,000 but not more than \$2.5 million (Note - Statutory fee)	New	New	\$1700 + 0.257% for every \$1 over \$500,000	\$1700 + 0.257% for every \$1 over \$500,000
More than \$2.5 million but not more than \$5 million (Note - Statutory fee)	New	New	\$7161 + 0.206% for every \$1 over \$2.5 million	\$7161 + 0.206% for every \$1 over \$2.5 million
More than \$5 million but not more than \$21.5 million (Note - Statutory fee)	New	New	\$12,633 + 0.123% for every \$1 over \$5 million	\$12,633 + 0.123% for every \$1 over \$5 million
More than \$21.5 million (Note - Statutory fee)	New	New	34,196.00	34,196.00
Retrospective Development Approval (Note - Statutory fee)	New	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Change of Use (e.g. Holiday Home or Bed & Breakfast) (Note - Statutory fee)	New	New	295.00	295.00
Extractive industry (Note - Statutory fee)	New	New	739.00	739.00
Other Application Fees				
Determining an application to amend or cancel development approval. (Note - Statutory fee)	New	New	295.00	295.00
Determining an application for advice made under the Planning and Development (Local Planning Schemes) Regulations 2015 Sch. 2 cl. 61A (as that clause applies as part of the local planning scheme) (Note - Statutory fee)	New	New	295.00	295.00
Determining an initial application for approval of a home occupation where the home occupation has not commenced (Note - Statutory fee)	New	New	222.00	222.00
Determining an initial application for approval of a home occupation where the home occupation has commenced (Note - Statutory fee)	New	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires (Note - Statutory fee)	New	New	73.00	73.00
Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired. (Note - Statutory fee)	New	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which ECD (above) does not apply, where the change or the alteration, extension or change has not commenced or been carried out. (Note - Statutory fee)	New	New	295.00	295.00
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out. (Note - Statutory fee)	New	New	Fee as above + twice that amount as penalty	Fee as above + twice that amount as penalty
Providing a zoning certificate. (Note - Statutory fee)	New	New	73.00	73.00
Replying to a property settlement questionnaire. (Note - Statutory fee)	New	New	73.00	73.00
Providing written planning advice. (Note - Statutory fee)	New	New	73.00	73.00
Miscellaneous				
Design Review Panel meeting (where triggered under Local Planning Policy 4.13)	At Cost	At Cost	At Cost	At Cost
Certificate of Local Planning Authority (or Local Government Authority where appropriate such as Section 39 & 40 requests, Certificates relating to firearms approvals etc)	161.00	161.00	167.00	167.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Reconsideration of decision to refuse application for planning consent where application is received more than 28 days from the date of the original decision (no fees are payable where application received within 28 days)	40% of the planning application fee that would apply to a new application, with the minimum fee being \$147.	40% of the planning application fee that would apply to a new application, with the minimum fee being \$147.	40% of the planning application fee that would apply to a new application, with the minimum fee being \$147.	40% of the planning application fee that would apply to a new application, with the minimum fee being \$147.
Assessment of plans or detailed documents required pursuant to a DGP, DAP or site-specific zoning provisions prior to development or subdivision. (Note - Statutory fee)	Planning application fee as per Schedule 2 Planning and Development Regulations 2009.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009, plus GST.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009, plus GST.
Landgate Search	Cost plus 30%	Cost plus 30%	Cost plus 30%	Cost plus 30%
Agency referral fee (in addition to application fee)	129.00	129.00	134.00	134.00
Planning application consultation - neighbour and agency only (in addition to application fee)	129.00	129.00	134.00	134.00
Development Application Consultation - requiring newspaper advertising	410.00	410.00	425.00	425.00
Applications for planning approval when required ONLY due to inclusion of property on adopted Heritage List	Full Fee Waiver (\$0)	Full Fee Waiver (\$0)	Full Fee Waiver (\$0)	Full Fee Waiver (\$0)
Portable Sign Licence Fee	228.00	228.00	236.00	236.00
Legal Agreements				
Planning & Building Agreement Preparation Fees	At cost	At cost plus GST	At cost	At cost plus GST
Planning & Building Agreement Preparation Fees - External	At cost	At cost plus GST	At cost	At cost plus GST
RANGER & FIRE SERVICE RELATED FEES				
ANIMAL CONTROL				
Registration tag re-issue	Nil	Nil	Nil	Nil
Other LGA Registration transfer - Dogs & Cats	Nil	Nil	Nil	Nil
Animal Traps				
Animal Trap refundable deposit when requesting trap	100.00	100.00	100.00	100.00
Application Fees				
Application for permission to keep more than two cats	82.00	82.00	85.00	85.00
Application for permission to keep more than two dogs	82.00	82.00	85.00	85.00
Application for licence/renewal of licence to keep an approved cattery establishment	226.00	226.00	234.00	234.00
Application for licence/renewal of licence to keep an approved kennel establishment	226.00	226.00	234.00	234.00
Dangerous Dogs				
Dangerous Dog (Declared) compliance and annual inspection fee (Note - Statutory fee)	104.00	104.00	100.00	100.00
IMPOUNDING FEES - ANIMALS				
Impounding Fees - Dogs				
Dog - Animal Facility Administration Fee	192.00	192.00	198.00	198.00
Sustenance Fees for first 72 hours	0.00	0.00	0.00	0.00
Sustenance Fees per day after 72 hours	32.00	32.00	33.00	33.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Impounding Fees - Cats				
Cat Impoundment Fee	192.00	192.00	198.00	198.00
Sustenance Fees for first 72 hours	0.00	0.00	0.00	0.00
Sustenance Fees per day after 72 hours	32.00	32.00	33.00	33.00
Ranger Fees to impound stock				
Stock (1) to include entire horses, mules, asses, camels, bulls or boars, per head				
- if impounded after 6am & before 6pm	123.00	123.00	123.00	123.00
- if impounded after 6pm and before 6am	149.00	149.00	149.00	149.00
Stock (2) to include mares, gelding, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs - per head				
- if impounded after 6am & before 6pm	123.00	123.00	123.00	123.00
- if impounded after 6pm and before 6am	149.00	149.00	149.00	149.00
Stock (3) to include wethers, ewes, lambs, goats - per head				
- if impounded after 6am & before 6pm	89.00	89.00	89.00	89.00
- if impounded after 6pm and before 6am	115.00	115.00	115.00	115.00
Stock Poundage Fee				
Stock (1) to include entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years - per head				
- First 24 hours or part	30.00	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50	17.50
Stock (2) to include entire horses, mules, asses, camels, bulls or boars under age of 2 years - per head				
- First 24 hours or part	30.00	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50	17.50
Stock (3) to include mares, gelding, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs - per head				
- First 24 hours or part	30.00	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50	17.50
Stock (4) to include wethers, ewes, lambs, goats - per head				
- First 24 hours or part	30.00	30.00	30.00	30.00
- Subsequently each 24 hours or part	17.50	17.50	17.50	17.50
<i>No charge is payable in respect of a suckling animal under the age of 6 months running with its mother</i>				
Sustenance of Impounded Stock				
Stock (1) to include entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years - per head				
- For each 24 hours or part	15.50	15.50	15.50	15.50
Stock (2) pigs of any description - per head				
- For each 24 hours or part	15.50	15.50	15.50	15.50
Stock (3) rams, wethers, ewes, lambs or goats per head				
- For each 24 hours or part	15.50	15.50	15.50	15.50
<i>No charge is payable in respect of a suckling animal under the age of 6 months running with its mother</i>				
IMPOUNDING FEES - OTHER				
Signs				
Portable Signs	81.00	81.00	84.00	84.00
Fixed Sign	153.00	153.00	159.00	159.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>Beach Shelters and Other Impounded Goods</u>				
Impounded Beach Shelter or Other Structure	131.00	131.00	135.00	135.00
Other impounded goods (e.g. camping equipment, pushbikes, or other personal effects)	131.00	131.00	135.00	135.00
<u>Motor Vehicles</u>				
Impounded Motor Vehicle - per vehicle	140.00	140.00	145.00	145.00
Daily Impoundment Fee	At Cost	At Cost	At Cost	At Cost
Impounded Motor Vehicle Towing Fee - at cost	At Cost	At Cost	At Cost	At Cost
<u>Shopping Trolleys</u>				
Impounded Shopping Trolley - per trolley	76.00	76.00	78.00	78.00
<u>RANGER & FIRE SERVICES - ADMIN COSTS</u>				
Ranger time per hour	137.27	151.00	141.82	156.00
Ranger travelling costs (mileage): per kilometre	1.86	2.05	1.95	2.15
<u>RANGER & FIRE SERVICES - MISCELLANEOUS</u>				
Application for permit pursuant to Thororoughfares Local Law where no fee otherwise identified	156.00	156.00	162.00	162.00
Application for Temporary Parking Permit - (one day)	37.00	37.00	38.00	38.00
Daily Charge Temporary Parking Permit - (per day or part thereof following first day)	12.50	12.50	12.50	12.50
Application for beach/reserve vehicle access permit - per day	13.50	13.50	14.00	14.00
Application for beach/reserve/commercial fisher vehicle access permit - 3 year permit	173.00	173.00	179.00	179.00
Application for beach/reserve/commercial fisher vehicle access permit - renewal of permit	117.00	117.00	121.00	121.00
Dog/cat disposal / rehousing fee: voluntary surrender by owner: fee per dog/cat	145.00	145.00	150.00	150.00
Fire Hazard Clearing				
- Administration Fee	143.00	143.00	148.00	148.00
- Contractors Fee: actual cost	At cost	At Cost Plus GST	At cost	At Cost Plus GST

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>ENGINEERING & WORKS SERVICES</u>				
<u>MEELUP REGIONAL PARK</u>				
<u>Competitor Charges</u>				
Trail events - per competitor				
For events and activities including mountain biking, off road running, off road triathlon, adventure race.	3.18	3.50	3.18	3.50
Site based events - per patron/competitor				
Charge or fee is imposed on patrons/competitors attending the event and or activity but excluding leavers activities	4.18	4.60	4.55	5.00
<u>Event Bonds</u>				
Category 1 (< 500 patrons)	2,761.00	2761.00	2,900.00	2,900.00
Category 2 (500 - 2,500 patrons)	5,514.00	5514.00	5,750.00	5,750.00
Category 3 (> 2,500 patrons)	11,040.00	11040.00	11,500.00	11,500.00
<u>Brochure</u>				
Wildflowers Brochure	2.73	3.00	2.73	3.00
<u>MISCELLANEOUS</u>				
<u>Major Projects</u>				
Consultancy charge out rates subject to Contract negotiation where applicable				
Project Manager Advisor	164.55	181.00	170.91	188.00
Chief Executive Officer	242.73	267.00	251.82	277.00
Cultural Planner	81.82	90.00	84.55	93.00
Strategic Planner	81.82	90.00	84.55	93.00
Finance Officer	71.82	79.00	74.55	82.00
Administration Officer	71.82	79.00	74.55	82.00
Charge-out rates: City staff undertaking consultancy/ contract work for other local government authorities				
- Manager Level	169.09	186.00	175.45	193.00
- Co-ordinator Level	130.00	143.00	134.55	148.00
- Technical Officer Level	116.36	128.00	120.00	132.00
<u>Reinstatements/ Private Works</u>				
Road reserves charge for reinstatement of road reserves is the full cost plus profit margin as per Policy	Cost plus 30%	Cost plus 30% plus GST	Cost plus 30%	Cost plus 30% plus GST
Private works charge for works requested to be undertaken by City resources is the full cost plus profit margin as per Policy	Cost plus 30%	Cost plus 30% plus GST	Cost plus 30%	Cost plus 30% plus GST
<u>Other crossing place related services</u>				
Saw cutting & removal of kerbing/ m (minimum charge \$100)	Cost plus 30%	Cost plus 30% plus GST	Cost plus 30%	Cost plus 30% plus GST
Concrete apron for brick paved crossovers/ m	Cost plus 30%	Cost plus 30% plus GST	Cost plus 30%	Cost plus 30% plus GST
Spray seal pothole repairs/m2 (minimum charge \$100)	Cost plus 30%	Cost plus 30% plus GST	Cost plus 30%	Cost plus 30% plus GST
Asphalt pothole repairs/m2 (minimum charge \$100)	Cost plus 30%	Cost plus 30% plus GST	Cost plus 30%	Cost plus 30% plus GST
<u>ROAD / TRAFFIC RELATED FEES</u>				
<u>Closure of Roads / Rights of Way / Public Access Ways</u>				
Road closure Fees (includes administration and advertising)	847.00	847.00	880.00	880.00
*Road Closure Application Approval - one off events	84.00	84.00	87.00	87.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Advertising Fee for road issue or works	504.00	504.00	523.00	523.00
Road dedication (including advertising and administration)	768.00	768.00	797.00	797.00
Legal Fees for road indemnification (document preparation & execution)	837.00	837.00	869.00	869.00
Road openings - Works by Contractors				
Application Fee - Trenching and/ or boring on roads and reserves	360.00	360.00	374.00	374.00
Administration/Inspection Fee - Road Opening or Underground Boring	86.00	86.00	89.00	89.00
Refundable Security Deposit				
Road opening/ m2 (minimum \$250)	123.00	123.00	127.00	127.00
- Under road boring	336.00	336.00	349.00	349.00
Performance Bond relating to Road Opening & reinstatement by Contractor / m2 (minimum fee \$250)	153.00	153.00	158.00	158.00
Exploration Drilling Licence - District Roads/ Reserves				
1-5 holes	328.00	328.00	340.00	340.00
6-10 holes	491.00	491.00	510.00	510.00
11-30 holes	997.00	997.00	1,035.00	1,035.00
31-100 holes	1,767.00	1,767.00	1,835.00	1,835.00
more than 100 holes	2,521.00	2,521.00	2,619.00	2,619.00
<i>Bond payable is determined to be equal to the Licence Fee payable</i>				
Traffic Management				
Traffic Count Data - fee per site recording (existing data)	74.00	74.00	76.00	76.00
*Traffic Management Plan - Applications	167.00	167.00	173.00	173.00
Heavy Haulage Condition Requests				
Undertake detailed assessment of roadway for inclusion on Restricted Access Vehicle Network. Fee per roadway.	548.00	548.00	569.00	569.00
Directional Signs for Tourist Attractions and Services				
Application Fee - per application	122.00	122.00	126.00	126.00
Annual Licence Fee - per blade	37.00	37.00	38.00	38.00
CAT1 and CAT1A - installation per blade	240.91	265.00	250.00	275.00
CAT2 and CAT 3 signs - installation per blade	667.27	734.00	692.73	762.00
Entrance sign per blade	704.55	775.00	731.82	805.00
SUBDIVISION RELATED FEES				
Subdivision Supervision Fees				
<i>Supervision Fee - % of total value of all road & drainage works, other than future lots.</i>				
Consulting Engineer and Clerk of Works fully supervises	1.50%	1.50%	1.50%	1.50%
Consulting Engineer with no Clerk of Works	3.00%	3.00%	3.00%	3.00%
Outstanding Works Supervision fees	1,295.00	1,295.00	1,345.00	1,345.00
Early Subdivision Clearance				
Application Fee	721.00	721.00	749.00	749.00
Early Subdivision Clearance Fee - % of total value of all outstanding works or minimum plus GST	2.5% or min \$5,016	2.5% or min \$5,016	2.5% or min \$5,016	2.5% or min \$5,016
MISCELLANEOUS FEES				
Gate Permits (per 5 years)	167.00	167.00	173.00	173.00
LGA Gate Permits - Application Fee	65.00	65.00	65.00	65.00
Road Traffic Warning Signs				

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Set of 2 signs, posts and installation	613.64	675.00	Cost plus 30%	Cost plus 30% plus GST
Application Approval Fee	140.00	140.00	145.00	145.00
General Sign Works (repair and/or replacement)	Cost plus 30%	Cost plus 30% plus GST	Cost plus 30%	Cost plus 30% plus GST
Fireworks Application Approval Fee (per application)	141.00	141.00	146.00	146.00
Sale of used paving stock - per paver	0.91	1.00	0.91	1.00
Note - Pavers will be available to approved Community Groups at Nil Charge				
<u>WASTE DISPOSAL AND SANITATION FEES</u>				
<u>DOMESTIC WASTE (BUSSELTON AND DUNSBOROUGH)</u>				
<u>General Domestic Waste (Sorted and Separated)</u>				
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	2.00	1.82	2.00
Cars (Sedans) - without tray or trailer	3.64	4.00	3.64	4.00
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	7.27	8.00	7.73	8.50
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	13.64	15.00	14.09	15.50
Cost per m3 (additional) or Up to 200kg increments of material	3.64	4.00	3.64	4.00
<i>Loads containing unseparated waste for all categories will be charged accordingly</i>				
<u>Domestic Bricks and Concrete</u>				
Loads up to 100kg or each Wheelie Bin (Up to 240L)	2.73	3.00	2.73	3.00
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	5.45	6.00	5.91	6.50
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	13.64	15.00	14.09	15.50
Cost per m3 (additional) or Up to 200kg increments of material	3.64	4.00	3.64	4.00
<u>Clean Domestic Greenwaste</u>				
Domestic grass clippings and sawdust	1.82	2.00	1.82	2.00
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	2.00	1.82	2.00
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height less than 1m or Other Trailers.	7.27	8.00	7.73	8.50
Other Trailers or 6 x 4 (with a cage) and loaded a height greater than 1m	13.64	15.00	14.09	15.50
<u>Unsorted Mixed Waste including Recyclables (not containing Asbestos)</u>				
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	28.18	31.00	29.09	32.00
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	48.18	53.00	50.00	55.00
<u>Other Miscellaneous Charges</u>				
Cardboard and Paper (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil	Nil
Glass bottles and jars (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil	Nil
Kerbside Recyclables (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil	Nil
Scrap Metal (e.g. Vehicle bodies, Trailers, Boats - must have their wheels taken off)	Nil	Nil	Nil	Nil
Gas bottle (Only domestic loads up to 20kg accepted)	Nil	Nil	Nil	Nil

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Used Oil including Oily Water (Only domestic loads up to 20L accepted)	Nil	Nil	Nil	Nil
Oily water (per litre) - must be marked on drum	Nil	Nil	Nil	Nil
White Goods (e.g.Fridges and Freezers)	Nil	Nil	Nil	Nil
Bicycle/Motorcycle Tyre - each	2.73	3.00	2.73	3.00
Car/ 4WD / Light Truck tyres - each (without rim)	7.27	8.00	7.73	8.50
Car/ 4WD / Light Truck tyres - each (with rim)	23.64	26.00	24.55	27.00
Truck tyres - each (without rim)	19.09	21.00	20.00	22.00
Truck tyres - each (with rim)	58.18	64.00	60.45	66.50
Super Singles - each (without rim)	31.82	35.00	33.18	36.50
Tractor (Lrg - 1 to 2m Tall) - each (without rim)	186.36	205.00	193.64	213.00
Tractor (small - Up to 1m Tall) - each (without rim)	84.55	93.00	87.73	96.50
Hot Rod (without rim)	23.64	26.00	24.55	27.00
Disposal of other tyre sizes available - Priced on Application	POA	POA	POA	POA
Native Animals <50kg (Eg. Kangaroo / Possums)	Nil	Nil	Nil	Nil
Small Animals (less than 50kg)	18.18	20.00	19.09	21.00
Medium Animals (Up - 100kg)	41.82	46.00	43.18	47.50
Large Animals (100 - 300kg)	92.73	102.00	96.36	106.00
Animals in excess of 300kg - Price per tonne (is in addition to the \$100 Large Animal Charge)	55.45	61.00	57.73	63.50
Sale of grass clippings (per m3)	0.91	1.00	0.91	1.00
Rental space for skip bins at waste facilities (per bin per week)	5.45	6.00	5.91	6.50
Mattresses (each)	4.55	5.00	4.55	5.00
Offloading Fee using City of Busselton Front End Loader (per hour) - 1 hr Minimum charge; - Prior Notice Required	55.45	61.00	57.73	63.50
BUSSELTON non-residential or Weighbridge unavailable				
<u>Items brought in that are not listed in the Fees are Priced on Application (POA)</u>				
<u>Clean Greenwaste</u>				
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	2.00	1.82	2.00
Cars, Utes, vans, station wagons, 4WD, crew cab or 6 x 4 Trailers (loaded to approx. 1m in height) weighing up to 300kg	7.27	8.00	7.73	8.50
Other Trailers or 6 x 4 (with a cage) and loaded a height >1m	13.64	15.00	14.09	15.50
Each truck up to 2 tonnes / Each Bulk Bin under 3m3 - per entry	33.64	37.00	35.00	38.50
Each Truck up to 4 tonnes / Each Bulk Bins from 3m3 to under 6m3 - per entry	49.09	54.00	50.91	56.00
Each Truck up to 8 tonnes / Each Bulk Bin from 6m3 to under 10m3 - per entry	71.82	79.00	74.55	82.00
Each Truck over 8 tonnes and below 15 tonnes / Each Bulk Bin from 10m3 to under 20m3 - per entry	97.27	107.00	100.91	111.00
<u>Miscellaneous Commercial Charges</u>				
Sale of Mulch - per m3 (self load)	10.00	11.00	10.45	11.50
Commercial electronic waste (per item)	8.18	9.00	8.64	9.50
Commercial fridges	5.45	6.00	5.91	6.50
Commercial cardboard and paper (Utes, vans, station wagons, 4WD, crew cab, trailer)	9.09	10.00	9.55	10.50
Commercial cardboard (truck)	16.36	18.00	17.27	19.00
Native Animals <50kg (Eg. Birds/Possums)	Nil	Nil	Nil	Nil
Native Animals 50 - 300kg (Eg. Kangaroo/Seals)	92.73	102.00	96.36	106.00
Small Animals (less than 50kg)	50.91	56.00	52.73	58.00
Medium Animals (Up - 100kg)	111.82	123.00	116.36	128.00
Large Animals (100 - 300kg)	232.73	256.00	241.82	266.00
Animals in excess of 300kg - Price per tonne (is in addition to the \$250 Large Animal Charge)	55.45	61.00	57.73	63.50

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
<u>DUNSBOROUGH - Weighbridge Charges</u>				
General waste (Amount exceeding 100 kg)- Price per 100kg	7.45	8.20	7.73	8.50
Compacted General waste (Amount exceeding 100 kg) - Price per 100kg	8.36	9.20	8.64	9.50
Commercial and Industrial Waste (Amount exceeding 100 kg)- Price per 100kg	7.45	8.20	7.73	8.50
Unsorted, mixed Commercial and Industrial Waste (Amount exceeding 100 kg) - Price per 100kg	12.73	14.00	13.18	14.50
Liquid Waste (N140) / Sewage (K210, K110) from within City of Busselton - per 100kg	6.45	7.10	6.68	7.35
Liquid Waste (N140) / Sewage (K210, K110) from outside City of Busselton - per 100kg	7.45	8.20	7.73	8.50
*Clean Fill Material - per 100kg	Nil	Nil	Nil	Nil
*Clean Green waste (Amount exceeding 100 kg)- Price per 100kg	3.36	3.70	3.50	3.85
*Bricks, Concrete and Rubble (Rocks <1m diameter) (Amount exceeding 100 kg)- Price per 100kg	3.00	3.30	3.14	3.45
Special Burial (e.g. Asbestos, Large Animal Carcasses) - (Amount exceeding 100 kg) - Price per 100kg	12.73	14.00	13.18	14.50
*Material that does not exceed the Class I guidelines, suitable for Daily Cover and Road Building.	Nil	Nil	Nil	Nil
** Minimum weighbridge charge for all material - Up to 100kg	26.36	29.00	27.27	30.00
*Material that does not exceed the Class I guidelines, suitable for Daily Cover and Road Building.				
<u>Same rates as Busselton apply if Weighbridge is unavailable</u>				
<u>Items brought in that are not listed in the Fees are Priced on Application (POA)</u>				
<i>Note: Commercial waste is only accepted at Dunsborough. The below fees are only required should, for any reason, the weighbridge be inoperable.</i>				
<u>General Waste</u>				
Commercial General Waste (Sorted and Separated, 6x4 trailer)	7.27	8.00	7.73	8.50
Commercial General Waste (Sorted and Separated, Over 6x4 trailer)	13.64	15.00	14.09	15.50
Each truck up to 2 tonnes/ each Bulk Bin under 3m3 - per entry	149.09	164.00	155.00	170.50
Each Truck up to 4 tonnes/ Each Bulk Bins from 3m3 to under 6m3 - per entry	298.18	328.00	309.55	340.50
Each Truck up to 8 tonnes/ Each Bulk Bin from 6m3 to under 10m3 - per entry	597.27	657.00	620.45	682.50
Each Truck over 8 tonnes and below 15 tonnes / Each Bulk Bin from 10m3 to under 20m3 - per entry	1,119.09	1,231.00	1,162.73	1,279.00
Each Articulated Vehicle/ Each Bulk Bin 20m3 and over - per entry	1,865.45	2,052.00	1,938.18	2,132.00
Compactor vehicles - load capacity not exceeding 3m3	280.00	308.00	290.91	320.00
Compactor vehicles - load capacity between 3 and 10 m3	545.45	600.00	566.82	623.50
Compactor vehicles - load capacity over 10m3	755.45	831.00	785.00	863.50
Each additional m3 over 3m3	7.27	8.00	7.27	8.00
<u>Unsorted Mixed Waste including Recyclables (not containing Asbestos)</u>				
Light Vehicles or 6 x 4 Trailers (loaded to approx. 1m in height) up to 200kg	28.18	31.00	29.09	32.00
Weights up to 300kg from 6 x 4 (with a cage) and loaded a height >1m or Other Trailers.	48.18	53.00	50.00	55.00
<u>Green Waste (clean)</u>				
Loads up to 100kg or each Wheelie Bin (Up to 240L)	1.82	2.00	1.82	2.00
Cars, Utes, vans, station wagons, 4WD, crew cab or 6 x 4 Trailers (loaded to approx. 1m in height) weighing up to 300kg	7.27	8.00	7.73	8.50

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Other Trailers or 6 x 4 (with a cage) and loaded a height >1m	13.64	15.00	14.09	15.50
Each truck up to 2 tonnes/ each Bulk Bin under 3m3 - per entry	33.64	37.00	35.00	38.50
Each Truck up to 4 tonnes/ Each Bulk Bins from 3m3 to under 6m3 - per entry	49.09	54.00	50.91	56.00
Each Truck up to 8 tonnes/ Each Bulk Bin from 6m3 to under 10m3 - per entry	72.73	80.00	75.45	83.00
Each Truck over 8 tonnes and below 15 tonnes / Each Bulk Bin from 10m3 to under 20m3 - per entry	98.18	108.00	101.82	112.00
Each Articulated Vehicle/ Each Bulk Bin 20m3 and over - per entry	164.55	181.00	170.91	188.00
Bricks and Concrete (uncontaminated) - Dunsborough only				
Commercial waste transported by car, utility, van or trailer (6 x 4)	5.45	6.00	5.91	6.50
All commercial trailers exceeding 6 x 4	13.64	15.00	14.09	15.50
Trucks up to 2 tonnes/ Bulk Bins under 3m3	44.55	49.00	46.36	51.00
Trucks up to 4 tonnes/ Bulk bins 3m3 to under 6m3	60.00	66.00	62.27	68.50
Trucks up to 8 tonnes/ Bulk bins 6m3 to under 10m3	81.82	90.00	85.00	93.50
Trucks over 8 tonnes/ Bulk bins 10m3 to under 20m3	131.82	145.00	136.82	150.50
Articulated vehicles/ Bulk bins 20m3 and over	214.55	236.00	222.73	245.00
Other Commercial Waste - Dunsborough Only				
Asbestos (per m3)	110.91	122.00	115.00	126.50
Special burials (per m3) - prescribed items/ per cubic metre: Asbestos waste, fibreglass insulation and any other hazardous waste (Medical Waste not accepted)	128.18	141.00	133.18	146.50
Timber (demolition or new). Must be milled, uncontaminated and untreated.	Nil	Nil	Nil	Nil
Bin Hire Charges				
Charge per 240L bin on the condition that bins are collected, emptied, cleaned and returned by the hirer	10.00	11.00	10.45	11.50
Charge per 240L lost or damaged bin	124.55	137.00	129.55	142.50

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
FINANCE & CORPORATE SERVICES				
ADMINISTRATION / MISCELLANEOUS FEES				
SALE OF DOCUMENTS				
Council Minutes				
Single Copy - Agenda	36.00	36.00	37.00	37.00
Single Copy - Minutes	23.00	23.00	23.00	23.00
Purchase of an Audio Recording of a Council meeting	15.50	15.50	16.00	16.00
Electoral Rolls				
Per copy	74.00	74.00	76.00	76.00
Publications				
Cape of Contrasts Book - Retail	20.45	22.50	20.45	22.50
Cape of Contrasts Book - Wholesale	14.09	15.50	14.09	15.50
Busselton: a Place to Remember - Retail	16.82	18.50	16.82	18.50
Busselton: a Place to Remember - Wholesale	14.09	15.50	14.09	15.50
Photocopying Charges				
A4 Sheet	0.27	0.30	0.27	0.30
A3 Sheet	2.27	2.50	2.27	2.50
CITY OF BUSSELTON LICENCE PLATES				
(Not applicable to plates sold at Auction)				
City of Busselton plates (aluminium)	409.09	450.00	424.55	467.00
Dunsborough plates (polycarbonate)	409.09	450.00	424.55	467.00
Yallingup plates (polycarbonate)	409.09	450.00	424.55	467.00
RATES & FINANCE CHARGES				
Rates/ Property Related Matters				
Ownership Listings - per search	50.00	50.00	52.00	52.00
Ownership Listings - per locality	50.00	50.00	52.00	52.00
General Enquiry requiring archival research including written rating transaction history (Minimum 1 Hour)	\$48.00 per hour	\$48.00 per hour	\$50.00 per hour	\$50.00 per hour
Provision of 2nd Copy of Current Years Annual or Other Rating Notices And/Or Provision of Copies of Each Prior Financial Years Annual or Other Rating Notices	13.00	13.00	13.50	13.50
Written Rates and Ownership statement – Settlement Agent/Public	32.00	32.00	33.50	33.50
Four Instalment Option Administration Fee	18.90	18.90	19.50	19.50
Weekly EasyRates Option Administration Fee	31.30	31.30	32.50	32.50
Fortnightly EasyRates Option Administration Fee	26.20	26.20	27.20	27.20
Monthly EasyRates Option Administration Fee	21.10	21.10	21.90	21.90
Payment Arrangement Administration Fee	31.50	31.50	33.00	33.00
Payment Arrangement Reinstatement Administration Fee	10.00	10.00	10.50	10.50
Recovery of External Legal Costs (NOTE: All costs, including Solicitors, incurred in recovery of rating debts.)	Actual Cost	Actual Cost	Actual Cost	Actual Cost
Application to Court to Set Aside Judgement Orders (NOTE Non-refundable if Magistrate Court declines application.)	68.00	68.00	71.00	71.00
Direct Debit Dishonour Fee - raised on the 3rd and subsequent dishonours	15.00	15.00	15.50	15.50
Financial Transactions				
Fee on Rejected Payments (NOTE: Dishonoured cheques, reversed credit card and other electronic payments, etc)	15.50	15.50	16.00	16.00
Fee to reissue a Payment - 1st reissue (Where it can be shown that the City is not at fault)	\$10 plus Any / All Financial Institution Fees Incurred	\$10 plus Any / All Financial Institution Fees Incurred	\$10 plus Any / All Financial Institution Fees Incurred	\$10 plus Any / All Financial Institution Fees Incurred

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Fee to reissue a Payment - 2nd reissue and thereafter (Where it can be shown that the City is not at fault)	\$25 plus Any / All Financial Institution Fees Incurred	\$25 plus Any / All Financial Institution Fees Incurred	\$25 plus Any / All Financial Institution Fees Incurred	\$25 plus Any / All Financial Institution Fees Incurred
Loan Raising Fees				
Loan Establishment Fee	665.45	732.00	690.91	760.00
MAPPING & PROPERTY INFORMATION				
GIS Mapping and Property Information				
Computer Plotting (Full Colour) - City of Busselton Data Only				
A4 Sheet	32.00	32.00	33.00	33.00
A3 Sheet	37.00	37.00	38.00	38.00
A2 Sheet	47.00	47.00	48.00	48.00
A1 Sheet	76.00	76.00	78.00	78.00
A0 Sheet	89.00	89.00	92.00	92.00
Special Mapping - City of Busselton Data Only				
Provision of printed maps				
Per hour charge	87.00	87.00	90.00	90.00
*Printing costs (as per Computer Plotting fees above)				
*Minimum charge of \$70 (inc GST)				
Provision of maps in PDF/ Image form - City of Busselton Data Only				
Per hour charge	87.00	87.00	90.00	90.00
Per PDF or image	28.00	28.00	29.00	29.00
*Minimum charge of \$70 (inc GST)				
Local Planning Scheme - Digital Format	444.00	444.00	461.00	461.00
Electronic Extraction Fee	102.00	102.00	105.00	105.00
Local Planning Scheme No.21				
Scheme Text	120.00	120.00	124.00	124.00
A1 Size -				
Per Sheet	75.00	75.00	77.00	77.00
Per Full Set (includes full set maps & text)	1,443.00	1,443.00	1,499.00	1,499.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,961.00	1,961.00	2,037.00	2,037.00
Annual Renewal charge for Scheme Package	1,443.00	1,443.00	1,499.00	1,499.00
A2 Size -				
Per Sheet	46.00	46.00	47.00	47.00
Per Full Set (includes full set maps & text)	920.00	920.00	955.00	955.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,244.00	1,244.00	1,292.00	1,292.00
Annual Renewal charge for Scheme Package	935.00	935.00	971.00	971.00
A3 Size -				
Per Sheet	37.00	37.00	38.00	38.00
Per Full Set (includes full set maps & text)	758.00	758.00	787.00	787.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,024.00	1,024.00	1,063.00	1,063.00
Annual Renewal charge for Scheme Package	758.00	758.00	787.00	787.00
CEMETERY FEES				
Land Grant for Right of Burial				
Grant of Right of Burial - 25 years	2,110.00	2,110.00	2,110.00	2,110.00
Grant of Right of Burial - Ashes - Perpetual	260.00	260.00	270.00	270.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Pre-purchased Grant of Right of Burial - 25 years	2,330.00	2,330.00	2,330.00	2,330.00
Renewal of Grant of Right of Burial - Additional 25 years	2,110.00	2,110.00	2,110.00	2,110.00
Burial Charge				
Reservation of a specific plot (excludes lawn section)	410.00	451.00	425.45	468.00
Standard Burial - Depth to 2.1m	1,118.18	1,230.00	1,160.91	1,277.00
Non-standard Burial (oversize) - Per additional 30cm depth and width	106.82	117.50	110.91	122.00
Standard Re-open and Second Burial	1,118.18	1,230.00	1,160.91	1,277.00
Non-standard Re-open and Burial (oversize) - Per additional 30cm depth and width	106.36	117.00	110.00	121.00
Mausoleum - Burial per crypt	978.18	1076.00	1,015.45	1,117.00
Burial - Stillborn Child (not to be re-opened for joint burial)	281.82	310.00	292.73	322.00
Burial - Child up to 12 years old (not to be re-opened for joint burial)	536.36	590.00	557.27	613.00
Construction of Vault (Does not include building application fees)	At cost	At cost plus GST	At cost	At cost plus GST
Vault Grant of Right of Burial	1,280.00	1,280.00	1,329.00	1,329.00
Vault Interment Fee (each)	1,070.91	1,178.00	1,111.82	1,223.00
Vault maintenance fee (annual)	147.27	162.00	152.73	168.00
Exhumation				
Re-opening grave for exhumation	2,189.09	2,408.00	2,273.64	2,501.00
Re-burial in new or same grave (additional fees may apply)	1,118.18	1,230.00	1,160.91	1,277.00
Interment of Ashes				
Niche Wall - Single Placement	437.27	481.00	453.64	499.00
Niche Wall - Double Placement / Side by Side	559.09	615.00	580.00	638.00
Rose Garden - Double Placement	623.64	686.00	647.27	712.00
Native Garden - Double Placement	623.64	686.00	647.27	712.00
Contemplation Garden - Double Placement	623.64	686.00	647.27	712.00
Memorial Drive - Four Placements	680.00	748.00	706.36	777.00
Bench Seat - Single Placement (additional fees may apply)	352.73	388.00	366.36	403.00
Childrens Garden - Child up to 12 years old	281.82	310.00	292.73	322.00
Existing Grave	363.64	400.00	377.27	415.00
Ashes Interment elsewhere within the Cemetery - Single Placement	623.64	686.00	647.27	712.00
Removal of Ashes for Return to Grant Holder	298.18	328.00	309.09	340.00
Monuments/Memorials				
Placement of a Memorial without Interment	76.36	84.00	79.09	87.00
Childrens Garden - Teddy Bear Memorial - Plaque Only	At cost	At cost plus GST	At cost	At cost plus GST
Bench Seating - Memorial plaque placement and cost of bench	At cost	At cost plus GST	At cost	At cost plus GST
Bench Seating - Installation	49.09	54.00	50.91	56.00
Plaques, Vases and other Monumental Works	At cost	At cost plus GST	At cost	At cost plus GST
Plinth (Small - concrete)	49.09	54.00	50.91	56.00
Plinth (Large - concrete)	68.18	75.00	70.00	77.00
Request for Minor Monumental Works (cleaning, repairs, maintenance etc.)	27.27	30.00	28.18	31.00
Administration Fee	27.27	30.00	28.18	31.00
Miscellaneous Charges				
Interment in open ground without due notice, not within usual hours and prescribed or on a Saturday, Sunday or Public Holiday (in addition to Interment costs) Restrictions Apply	993.64	1093.00	1,031.82	1,135.00
Annual Funeral Directors Licence	441.00	441.00	458.00	458.00
Annual Monumental Masons Licence	367.00	367.00	381.00	381.00
Funeral Directors Single Funeral Permit (Licence Holder)	204.00	204.00	211.00	211.00
Single Funeral Permit	515.00	515.00	535.00	535.00
Monumental Masons Single Permit to Erect a Monument (Licence Holder)	157.00	157.00	163.00	163.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Single Permit to Erect a Monument	178.00	178.00	184.00	184.00
Copy of Grant of Right of Burial	82.00	82.00	85.00	85.00
Refund Administration Fee	15% of original purchase price	15% of original purchase price	15% of original purchase price	15% of original purchase price

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
COMMUNITY & COMMERCIAL SERVICES				
STAGING OF CONCERTS				
Concert Application Fee	161.00	161.00	167.00	167.00
Concert Licence Fee/Service Charge				
Category 1 (< 500 patrons)	0.00	0.00	0.00	0.00
Category 2 (500 - 2500 patrons)	1,580.00	1,580.00	1,641.00	1,641.00
Category 3 (2500 - 5000 patrons)	3,133.00	3,133.00	3,255.00	3,255.00
Category 4 (5000 - 8000 patrons)	4,468.00	4,468.00	4,642.00	4,642.00
Category 5 (8000 -12000 patrons)	7,487.00	7,487.00	7,778.00	7,778.00
Category 6 (12000 -17000 patrons)	11,976.00	11,976.00	12,443.00	12,443.00
Category 7 (17000 - 23000 patrons)	18,010.00	18,010.00	18,712.00	18,712.00
Category 8 (23000 -30000 patrons)	25,513.00	25,513.00	26,508.00	26,508.00
Concert Ground Hire Fee				
Category 1 (< 500 patrons)	755.45	831.00	784.55	863.00
Category 2 (500 - 2500 patrons)	3,819.09	4,201.00	3,967.27	4,364.00
Category 3 (2500 - 5000 patrons)	7,495.45	8,245.00	7,787.27	8,566.00
Category 4 (5000 - 8000 patrons)	11,306.36	12,437.00	11,747.27	12,922.00
Category 5 (8000 -12000 patrons)	14,998.18	16,498.00	15,582.73	17,141.00
Category 6 (12000 -17000 patrons)	18,803.64	20,684.00	19,536.36	21,490.00
Category 7 (17000 - 23000 patrons)	22,489.09	24,738.00	23,365.45	25,702.00
Category 8 (23000 -30000 patrons)	26,038.18	28,642.00	27,053.64	29,759.00
Concert Community Amenity Bond				
Category 1 (< 500 patrons)	700.00	700.00	727.00	727.00
Category 2 (500 - 2500 patrons)	1,386.00	1,386.00	1,440.00	1,440.00
Category 3 (2500 - 5000 patrons)	2,913.00	2,913.00	3,026.00	3,026.00
Category 4 (5000 - 8000 patrons)	8,622.00	8,622.00	8,958.00	8,958.00
Category 5 (8000 -12000 patrons)	14,457.00	14,457.00	15,020.00	15,020.00
Category 6 (12000 -17000 patrons)	21,531.00	21,531.00	22,370.00	22,370.00
Category 7 (17000 - 23000 patrons)	28,747.00	28,747.00	29,868.00	29,868.00
Category 8 (23000 -30000 patrons)	43,084.00	43,084.00	44,764.00	44,764.00
Loadings & Allowances				
commercial - 5%				
community - 0%				
charitable - 50% (discount)				
liquor - 5%				
night (per hour after 10pm) - 10%				
Concert Ground Hire Bond				
Category 1 (< 500 patrons)	2,788.00	2,788.00	2,896.00	2,896.00
Category 2 (500 - 2500 patrons)	8,638.00	8,638.00	8,974.00	8,974.00
Category 3 (2500 - 5000 patrons)	17,272.00	17,272.00	17,945.00	17,945.00
Category 4 (5000 - 8000 patrons)	25,854.00	25,854.00	26,862.00	26,862.00
Category 5 (8000 -12000 patrons)	28,773.00	28,773.00	29,895.00	29,895.00
Category 6 (12000 -17000 patrons)	34,466.00	34,466.00	35,810.00	35,810.00
Category 7 (17000 - 23000 patrons)	45,994.00	45,994.00	47,787.00	47,787.00
Category 8 (23000 -30000 patrons)	51,828.00	51,828.00	53,849.00	53,849.00
EVENTS & CASUAL GROUND HIRE				
*Event Application Fee	85.00	85.00	88.00	88.00
*Event Application Fee - Requiring Multiple Approvals	161.00	161.00	167.00	167.00
Commercial Event - City Infrastructure Bond				
Category 1 (< 500 patrons)	2,788.00	2,788.00	2,896.00	2,896.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Category 2 (500 - 2500 patrons)	8,638.00	8,638.00	8,974.00	8,974.00
Category 3 (2500 - 5000 patrons)	17,272.00	17,272.00	17,945.00	17,945.00
Category 4 (5000 - 8000 patrons)	25,854.00	25,854.00	26,862.00	26,862.00
Category 5 (8000 -12000 patrons)	28,773.00	28,773.00	29,895.00	29,895.00
Category 6 (12000 -17000 patrons)	34,466.00	34,466.00	35,810.00	35,810.00
Category 7 (17000 - 23000 patrons)	45,994.00	45,994.00	47,787.00	47,787.00
Category 8 (23000 -30000 patrons)	51,828.00	51,828.00	53,849.00	53,849.00
Ground Hire Bonds (to be applied to Community Events)				
Mandatory Bond against rent default, damage etc.:				
Ground Hire Bond (Other Reserves)	569.00	569.00	591.00	591.00
Premium Ground Hire Bond (Sporting Grounds, Foreshore)	1,139.00	1,139.00	1,183.00	1,183.00
Busselton Foreshore Stage Bond for community and commercial events	569.00	569.00	591.00	591.00
Commercial Use of Sports Grounds				
Commercial use - per hour	New	New	54.55	60.00
Commercial Use of Reserves (Other Reserves)				
Commercial use - per hour	New	New	28.18	31.00
Community Use of Sports Grounds (Community fees are limited to maintained sports grounds e.g. Bovell Park. Fees are not charged for Public Reserves e.g. Mitchell Park etc.)				
Community Use - per hour (excluding schools within the City of Busselton Municipal area)	New	New	34.55	38.00
Use of Public Grounds for Markets				
* Per market (plus Power)	130.91	144.00	135.45	149.00
Power usage for markets/events on public grounds (excluding sporting grounds) per half day	25.45	28.00	26.36	29.00
Use of Busselton Foreshore Stage				
Community use of Busselton Foreshore Stage	Nil	Nil	Nil	Nil
Commercial use of Busselton Foreshore Stage (per Day)	237.27	261.00	246.36	271.00
Stage Curtain Bond	214.00	214.00	222.00	222.00
Jetty Closure Fee				
Fee to close the Jetty for fireworks, events, functions (>6 hrs)	290.00	319.00	300.91	331.00
Fee to close the Jetty for fireworks, events, functions - per hour rate for < 6 hrs	38.18	42.00	39.09	43.00
EVENTS - EQUIPMENT HIRE & SIGNAGE				
Event Works Fees				
Street Banners - install and remove (per pole) - Fee to be waived for not for profit Community Groups (C1002/061)	155.45	171.00	160.91	177.00
Beach Volleyball - set up and dismantle	1,278.18	1,406.00	1,327.27	1,460.00
*Litter Clean-up - per hour	779.09	857.00	809.09	890.00
*Marking of reticulation and electricity - per hour	294.55	324.00	305.45	336.00
Hire of Track Mat				
* Track mat - per unit (2.4m x 1.2m) per day	11.36	12.50	11.36	12.50
Track Mat Bond per unit	5.50	5.50	5.50	5.50
Hire of Grandstands				
Hire per grandstand with roof (inc. delivery & installation)	312.73	344.00	324.55	357.00
Hire per grandstand without roof (inc. delivery & installation)	124.55	137.00	129.09	142.00
Event Signage				

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Hire of digital events billboard community rate (per 2 week period)	232.73	256.00	240.91	265.00
Hire of digital events billboard commercial rate (per 2 week period)	500.00	500.00	471.82	519.00
Commercial Hire Site Traders (Non Food)				
Application for Commercial Hire Site	162.00	162.00	168.00	168.00
Application for Transfer of Commercial Hire Site Permit	162.00	162.00	168.00	168.00
Commercial Hire Site Permit Fee – Zone 1				
Prime sites (e.g. established coastal and foreshore nodes) as depicted within Commercial Use of City Land and Facilities Policy				
12 months *	3,311.00	3311.00	3,440.00	3,440.00
Commercial Hire Site Permit Fee – Zone 2				
Other sites as depicted within Commercial Use of City Land and Facilities Policy				
12 months *	2,155.00	2155.00	2,239.00	2,239.00
* fees can be charged on a pro rata basis (minimum 6 month period)				
Commercial Activity Permit (Non Food)				
Application for Commercial Activity Permit	162.00	162.00	168.00	168.00
Application for Transfer of Commercial Activity Trader's Permit	162.00	162.00	168.00	168.00
Commercial Activity Permit – Class 1*	1,569.00	1569.00	1,630.00	1,630.00
Commercial Activity Permit – Class 2*	1,412.00	1412.00	1,467.00	1,467.00
Commercial Activity Permit – Class 3*	1,255.00	1255.00	1,303.00	1,303.00
* fees can be charged on a pro rata basis (minimum 1 month period)				
Foreshore Kiosk Permit - Busselton Foreshore				
Application for Foreshore Kiosk Permit	162.00	162.00	168.00	168.00
Application for Transfer of Foreshore Kiosk Permit	162.00	162.00	168.00	168.00
Foreshore Kiosk Permit - Busselton Foreshore 12 months*	3,139.00	3139.00	3,261.00	3,261.00
Application for Kiosk Permit renewal	83.00	83.00	86.00	86.00
* fees can be charged on a pro rata basis				
Kiosk Bond	1,176.00	1176.00	1,221.00	1,221.00
Commercial Use of Marine Berthing Platforms - Whale Watching / Tour Vessels - Per Vessel				
Daily Fees (Maximum duration of use permitted) -				
Registered Length of Vessel: 0m to less than 10m	67.00	67.00	69.00	69.00
Registered Length of Vessel: 10m to less than 15m	74.00	74.00	76.00	76.00
Registered Length of Vessel: 15m to less than 25m	81.00	81.00	84.00	84.00
Registered Length of Vessel: over 25m	94.00	94.00	97.00	97.00
Monthly Fees (Maximum duration of use permitted) -				
Registered Length of Vessel: 0m to less than 10m	538.00	538.00	558.00	558.00
Registered Length of Vessel: 10m to less than 15m	596.00	596.00	619.00	619.00
Registered Length of Vessel: 15m to less than 25m	648.00	648.00	673.00	673.00
Registered Length of Vessel: over 25m	753.00	753.00	782.00	782.00
Three Monthly Fees (Maximum duration of use permitted) -				
Registered Length of Vessel: 0m to less than 10m	1,291.00	1,291.00	1,341.00	1,341.00
Registered Length of Vessel: 10m to less than 15m	1,453.00	1,453.00	1,509.00	1,509.00
Registered Length of Vessel: 15m to less than 25m	1,615.00	1,615.00	1,677.00	1,677.00
Registered Length of Vessel: over 25m	1,941.00	1,941.00	2,016.00	2,016.00
Annual Fees (Maximum duration of use permitted) -				
Registered Length of Vessel: 0m to less than 10m	3,767.00	3,767.00	3,913.00	3,913.00
Registered Length of Vessel: 10m to less than 15m	4,311.00	4,311.00	4,479.00	4,479.00
Registered Length of Vessel: 15m to less than 25m	4,844.00	4,844.00	5,032.00	5,032.00
Registered Length of Vessel: over 25m	5,383.00	5,383.00	5,592.00	5,592.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Refundable Bonds -				
Registered Length of Vessel: 0m to less than 10m	2,616.00	2,616.00	1,308.00	1,308.00
Registered Length of Vessel: 10m to less than 15m	3,662.00	3,662.00	1,831.00	1,831.00
Registered Length of Vessel: 15m to less than 25m	4,709.00	4,709.00	2,354.50	2,354.50
Registered Length of Vessel: over 25m	6,279.00	6,279.00	3,139.50	3,139.50
Application for new Marine Berthing Permit	156.00	156.00	162.00	162.00
Application for Marine Berthing Permit renewal	83.00	83.00	86.00	86.00
* Bond charge per vessel payable in advance (in addition to insurance requirements)				
* Permit fee payable in advance at issue of notice approval				
Commercial Use of Marine Berthing Platforms - Cruise Ship Vessels				
Tender berthing permit fee at Busselton Jetty (per ship visit)	New	New	3,000.00	3,000.00
Passenger Facilitation Fee				
Less than 1,000 pax (registered ship capacity)	2,213.00	2,213.00	1,000.00	1,000.00
Between 1,000 and 2,000 pax (registered ship capacity)	4,426.00	4,426.00	3,000.00	3,000.00
Greater than 2,000 pax (registered ship capacity)	5,525.00	5,525.00	3,500.00	3,500.00
BUSSELTON CULTURAL PRECINCT				
Saltwater Performing Arts & Convention Centre				
Commercial Use				
Main Theatre (per day)	2,300.00	2,530.00	2,300.00	2,530.00
Function Rooms (3 rooms) (per hour w 4hr minimum)	250.00	275.00	250.00	275.00
Function Rooms (2 rooms) (per hour w 4hrs minimum)	200.00	220.00	200.00	220.00
Function Room (1 room) (per hour w 2hrs minimum)	100.00	110.00	100.00	110.00
Rehearsal room (per hour)	100.00	110.00	100.00	110.00
Rehearsal Room (per day)	500.00	550.00	500.00	550.00
Meeting room (per hour)	50.00	55.00	50.00	55.00
Whole venue (all spaces and theatre) (per day)	3,500.00	3,850.00	3,500.00	3,850.00
Local Not For Profit/Community Group/School Use				
Main Theatre (per day) (excluding co-presentations)	1,500.00	1,650.00	1,500.00	1,650.00
Main Theatre (set up/rehearsal) (excluding co-presentations)	500.00	550.00	500.00	550.00
Rehearsal room (per hour) (extended/recurring use by negotiation)	50.00	55.00	50.00	55.00
Meeting room (per hour)	30.00	33.00	30.00	33.00
Other Fees and Charges				
Wages On-charged (FOH & Technical staff) (per hour, 4hr minimum)	54.55	60.00	54.55	60.00
Booking Fees (charged to hirers per ticket)	0.05	0.05	5%	5%
Marketing Support Charges (based on hirer requirements)	\$100-\$1000	\$110-\$1100	\$100-\$1000	\$110-\$1100
Kitchen Hire (required for external caterers only) (per event)	200.00	220.00	200.00	220.00
Cleaning Fee (per event) (+50% on Sundays)	163.64	180.00	163.64	180.00
Security staff (per person, per hour, 3hr minimum)	90.91	100.00	90.91	100.00
Piano Usage (includes tuning)	300.00	330.00	300.00	330.00
Commission on sale of Merchandise (% gross sales)	0.10	0.10	10%	10%
Additional charges for Food and Beverages will be charged at an agreed rate, on a case by case basis.				
Main Art Gallery (name TBC)				
Commission rates on exhibition sales	0.34	0.34	34%	34%
Exhibition Fee (per week)	227.27	250.00	227.27	250.00
Installation/Dismantle Fees (per hour)	54.55	60.00	54.55	60.00
Room Hire for events (includes use of kitchen) (daily rate)	363.64	400.00	363.64	400.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Bond Store Gallery				
Commission rates on exhibition sales	20%	20%	20%	20%
Exhibition Fee (per week)	109.09	120.00	112.73	124.00
Installation/Dismantle Fees (per hour)	54.55	60.00	54.55	60.00
Room Hire for events, shared with exhibition, incl garden (per event)(daily rate)	150.00	165.00	155.45	171.00
New Courtroom				
Commission rates on exhibition sales	20%	20%	20%	20%
Exhibition Fee (per week)	163.64	180.00	170.00	187.00
Installation/Dismantle Fees (per hour)	54.55	60.00	54.55	60.00
Room Hire for events, shared with exhibition (per event)(daily rate)	200.00	220.00	207.27	228.00
Ballaarat House				
Exhibition Fee (per week)	154.55	170.00	160.00	176.00
Installation/Dismantle Fees (per hour)	54.55	60.00	54.55	60.00
Fodder Room				
Community hire for workshops/classes (per hour, 2hr minimum)	13.64	15.00	14.09	15.50
Old Courthouse Courtyard				
Event Hire (per hour)(free for community use)	54.55	60.00	54.55	60.00
Wages On-charged (FOH & Technical staff) (per hour, 4hr minimum)	New	New	54.55	60.00
Other Fees & Charges				
Storage Fee per week	53.64	59.00	55.45	61.00
City of Busselton Art Award Entry Fee	31.82	35.00	36.36	40.00
Market Stall - Cultural Precinct	22.73	25.00	31.82	35.00
Heritage Tour Fee Adult	9.09	10.00	10.91	12.00
Heritage Tour Fee Child	4.55	5.00	5.45	6.00
Heritage Tour Family Pass (2 adults, 2 children)	18.18	20.00	27.27	30.00
Additional exhibition charges, assessed on a case by case basis based on additional costs				
LIBRARY CHARGES				
Replacement Library Membership Cards	5.00	5.00	5.00	5.00
Library Bags - Red	1.36	1.50	1.36	1.50
Photocopy Charges (per copy) - black & white - A4	0.18	0.20	0.18	0.20
Photocopy Charges (per copy) - colour - A4	0.91	1.00	0.91	1.00
Photocopy Charges (per copy) - black & white - A3	0.36	0.40	0.36	0.40
Photocopy Charges (per copy) - colour - A3	1.82	2.00	1.82	2.00
Image Reproduction - Personal Use - First Image	6.36	7.00	6.36	7.00
Image Reproduction - Personal Use - All Subsequent Images	1.36	1.50	1.36	1.50
Image Reproduction - Commercial Use - First Image	27.27	30.00	27.27	30.00
Image Reproduction - Commercial Use - All Subsequent Images	6.36	7.00	6.36	7.00
Printing from the Internet - per A4 copy	0.18	0.20	0.18	0.20
USB Sticks	10.91	12.00	10.91	12.00
External Loan Fee	15.45	17.00	15.45	17.00
External Loan - Administration Fee	43.64	48.00	43.64	48.00
Sale of discarded local stock	Market Rate	Market Rate	Market Rate	Market Rate
BUSSELTON-MARGARET RIVER AIRPORT				
The City of Busselton reserves the right to establish Pricing Arrangements, incorporating elements of the standard fees and charges listed below with partners (including RPT and Open & Closed Charters) based on commercial arrangements.				

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Passenger Fees				
Passenger facilitation fee for RPT flights (arriving & departing passengers)	POA *	POA *	POA *	POA *
Passenger Screening charge (departing passengers only) for RPT and passengers requiring screening during the RPT operational period applies.	POA *	POA *	POA *	POA *
Passenger Facilitation Fee for Open and Closed Charter Flights (per departing passenger) utilising ground handling and terminal building	22.73	25.00	11.82	13.00
Passenger Facilitation Fee for Open and Closed Charter Flights (per arriving passenger) utilising ground handling and terminal building	Nww	New	11.82	13.00
Passenger Facilitation Fee for Open and Closed Charter Flights (per departing passenger) utilising terminal building only	11.36	12.50	5.91	6.50
Passenger Facilitation Fee for Open and Closed Charter Flights (per arriving passenger) utilising terminal building only	New	New	5.91	6.50
POA* - Price on Application. Contact City of Busselton for further information.				
Landing Fees & General Aviation Charges				
Fixed and Rotary wing Aircraft 0 -999 kg MTOW (Flat fee per landing)	4.55	5.00	4.55	5.00
Fixed and Rotary wing Aircraft 1,000 -1,999 kg MTOW (Flat fee per landing)	8.18	9.00	8.18	9.00
Fixed and Rotary wing Aircraft 2000 - 5699 kg MTOW per part 1000kg	15.82	17.40	16.36	18.00
Fixed and Rotary wing Aircraft 5700 - 19,999 kg MTOW per part 1000kg	17.73	19.50	18.64	20.50
Fixed and Rotary wing Aircraft greater than 20,000 kg MTOW per part 1000kg	19.59	21.55	20.91	23.00
An annual landing fee (optional to per landing fee) for private operators who are City of Busselton Residents or have permanently hangered aircraft including helicopters with a MTOW less than 3000kg MTOW	210.00	231.00	218.18	240.00
An annual landing fee (optional to per landing fee) for commercial operators who are City of Busselton Residents or have permanently hangered aircraft including helicopters with a MTOW less than 3000kg MTOW	881.82	970.00	915.45	1,007.00
Apron parking bays 1-11 only, per day - First 3 hrs free	36.36	40.00	37.27	41.00
General Aviation hardstand parking only, per day - First 24 hours free	10.00	11.00	10.00	11.00
Emergency Services consisting of Royal Flying Doctor Service, SLSWA Rescue Helicopter, DFES and DBCA Fire fighting aircraft, Police Air Wing, Surveillance Australia Rescue, RAC Rescue	Nil	Nil	Nil	Nil
Car Park				
FIFO Car park frequent user per day fee (based on annual use)	5.45	6.00	5.91	6.50
Lost parking validation ticket	127.27	140.00	181.82	200.00
FIFO Car park frequent user card issuing fee (incl administration)	New	New	22.73	25.00
FIFO Car park frequent user card - reissuing lost card fee	New	New	31.82	35.00
Public Car Park				
First Hour	0.00	0.00	0.00	0.00
Hours 1 to 4	4.55	5.00	5.00	5.50
Hours 4 to 6	5.45	6.00	5.91	6.50
Hours 6 to 8	6.36	7.00	6.82	7.50

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Hours 8 to 10	7.27	8.00	7.73	8.50
Hours 10 to 12	8.18	9.00	8.64	9.50
Hours 12 to 24	9.09	10.00	9.55	10.50
Days 1 to 7 (per day)	9.09	10.00	9.55	10.50
Days 8 to 13 (per day)	7.27	8.00	7.73	8.50
Days 14 to 30 (per day)	6.36	7.00	6.82	7.50
Days 31+ (per day)	5.45	6.00	5.91	6.50
Other Fees				
Airport Reporting Officer afterhours Call out including- Fuel, CEO Non-conforming activity, carpark, airside escorts - Rate per hour (Minimum 3 hours). No charge for Local Stand-By, Full emergency, crash on airport	81.82	90.00	85.45	94.00
Flight Training Permits (as defined in the City of Busselton Noise Management Plan on approval by the City only)	216.00	216.00	224.00	224.00
Fee for any commercial or private activity that requires a City approved permit or licence	196.36	216.00	203.64	224.00
Airport Reporting Officer airside assistance / escort, rate per hour for ARO time > 30 minutes (not including Local Standby, Full Emergency, Crash on Airport with ARO in attendance)	47.27	52.00	49.09	54.00
Hanger Hire Fee (min 200sqm) per sqm per week	1.05	1.15	1.05	1.15
Aircraft Ground Servicing Equipment hire per hour	By Agreement	By Agreement	By Agreement	By Agreement
Airside Environmental Clean up charges + materials and disposal of waste	Cost Recovery	Cost Recovery	Cost Recovery	Cost Recovery
Airside Drivers Licence - New (24 Months)	New	New	31.82	35.00
Visitor Identification Card (VIC) Pass fee per card - replacement card / non-return of card	New	New	18.18	20.00
Terminal Access/security swipe card - replacement	New	New	45.45	50.00
BUSSELTON JETTY				
Busselton Jetty Entry Fees				
Single Day Jetty Pass - Single Child (0-16 years)	0.00	0.00	0.00	0.00
Single Day Jetty Pass - Single Adult (17 years +)	3.64	4.00	3.64	4.00
Annual Jetty Pass - Resident & Ratepayers - Single Adult (17 years +)	3.64	4.00	3.64	4.00
Annual Jetty Pass - Non Resident & Ratepayers - Single Adult (17 years +)	45.45	50.00	45.45	50.00
Annual Jetty Pass - Non Resident & Ratepayers - Pensioners	22.73	25.00	22.73	25.00
* Jetty entrance fee for passengers pre-booked on commercial tours operated by vessels issued with a permit to berth at the Busselton Jetty lower platforms is to be waived;				
Busselton Jetty Misc Fees				
Placement of Memorial Plaque	125.00	125.00	129.00	129.00
Installation of Stinger Net	731.82	805.00	760.00	836.00
Removal of Stinger Net	731.82	805.00	760.00	836.00
Installation of Beach Matting	1,463.64	1,610.00	1,520.00	1,672.00
Removal of Beach Matting	1,463.64	1,610.00	1,520.00	1,672.00
BUSSELTON JETTY TOURIST PARK				
Promotions and calendar dates for high, mid and low seasons are subject ot change and at the discretion of the Chief Executive Officer.				
POWERED SITES				
Overnight Rates				
Low Season - (2 Adults per night)	38.18	42.00	40.00	44.00
Mid Season - (2 Adults per night)	42.73	47.00	44.55	49.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
High Season - (2 Adults per night)	49.55	54.50	51.82	57.00
Low Season Pensioner Rate - (2 Adults per night)	33.18	36.50	34.55	38.00
Mid Season Pensioner Rate - (2 Adults per night)	37.73	41.50	39.09	43.00
Low Season - Single Person Rate (per night)	30.91	34.00	32.27	35.50
Mid Season - Single Person Rate (per night)	32.73	36.00	34.09	37.50
High Season - Single Person Rate (per night)	40.00	44.00	41.82	46.00
Extra Child per night	10.91	12.00	10.91	12.00
Extra Adults per night	14.55	16.00	14.55	16.00
Low Season Clubs - per site (2 persons) (Rate only applies in low season and 15 vans or more)	31.82	35.00	32.73	36.00
Mid Season Clubs - per site (2 persons) (Rate only applies in mid season and 15 vans or more)	36.36	40.00	37.27	41.00
Weekly Rates				
Up to 27 Days:				
Low Season - (2 Adults per week)	246.82	271.50	258.18	284.00
Mid Season - (2 Adults per week)	276.82	304.50	289.09	318.00
High Season - (2 Adults per week)	346.82	381.50	363.64	400.00
Low Season Pensioner Rate - (2 Adults per week)	210.91	232.00	219.09	241.00
Mid Season Pensioner Rate - (2 Adults per week)	243.64	268.00	252.73	278.00
Low Season - Single Person (per week)	195.91	215.50	203.64	224.00
Mid Season - Single Person (per week)	227.27	250.00	236.36	260.00
High Season - Single Person (per week)	279.09	307.00	290.91	320.00
Extra Child per week	67.27	74.00	70.00	77.00
Extra Adults per week	88.18	97.00	91.82	101.00
Low Season Clubs - per site (2 persons) (Rate only applies in low season and 15 vans or more)	196.36	216.00	204.55	225.00
Mid Season Clubs - per site (2 persons) (Rate only applies in mid season and 15 vans or more)	211.82	233.00	220.00	242.00
After 27 Days: (less than 90 days)				
Low Season - (2 Adults per week)	249.53	263.25	260.66	275.00
Mid Season - (2 Adults per week)	249.53	263.25	260.66	275.00
High Season - (2 Adults per week)	335.07	353.50	350.71	370.00
Low Season Pensioner Rate - (2 Adults per week)	208.53	220.00	217.06	229.00
Mid Season Pensioner Rate - (2 Adults per week)	205.69	217.00	214.22	226.00
Low Season - Single Person (per week)	191.00	201.50	199.05	210.00
Mid Season - Single Person (per week)	194.31	205.00	201.90	213.00
High Season - Single Person (per week)	268.25	283.00	279.62	295.00
ONSITE PARK HOMES				
Overnight Rates				
Overnight Rates (based on 2 people)				
Low Season Basic Cabin - up to maximum 4 (without ensuite) (no linen)	84.55	93.00	87.27	96.00
Mid Season Basic Cabin - up to maximum 4 (without ensuite) (no linen)	94.55	104.00	98.18	108.00
High Season Basic Cabin - up to maximum 4 (without ensuite)	125.45	138.00	130.00	143.00
Low Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	113.64	125.00	118.18	130.00
Mid Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	124.09	136.50	129.09	142.00
High Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	146.36	161.00	152.73	168.00
Low Season Cowrie Shell Cabins - up to maximum 4 people (ensuite; linen to main bed)	130.45	143.50	135.45	149.00
Mid Season Cowrie Shell Cabins - up to maximum 4 people(ensuite;linen to main bed)	140.91	155.00	146.36	161.00
High Season Cowrie Shell Cabins - up to maximum of 4 people (ensuite;linen to main bed)	163.23	179.55	170.00	187.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Low Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	140.91	155.00	146.36	161.00
Mid Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	153.64	169.00	160.00	176.00
High Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	172.73	190.00	180.00	198.00
Low Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	154.09	169.50	160.00	176.00
Mid Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	165.91	182.50	172.73	190.00
High Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	188.41	207.25	196.36	216.00
Low Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	153.86	169.25	160.00	176.00
Mid Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	166.95	183.65	173.64	191.00
High Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	188.41	207.25	196.36	216.00
Extra (Age 4 and over)	11.36	12.50	11.36	12.50
Weekly Rates				
Low Season Basic Cabin - up to maximum 4 people (without ensuite) (no linen)	544.55	599.00	565.45	622.00
Mid Season Basic Cabin - up to maximum 4 people (without ensuite) (no linen)	614.55	676.00	640.00	704.00
High Season Basic Cabin - up to maximum 4 people (without ensuite) (no linen)	898.18	988.00	936.36	1,030.00
Low Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	735.00	808.50	765.45	842.00
Mid Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	805.91	886.50	840.00	924.00
High Season Cockle Shell Cabins - up to maximum 4 people (ensuite) (linen to main bed)	1,026.00	1,128.60	1,070.00	1,177.00
Low Season Cowrie Shell Cabins - up to maximum 4 people (ensuite;linen to main bed)	850.68	935.75	886.36	975.00
Mid Season Cowrie Shell Cabins - up to maximum 4 people (ensuite;linen to main bed)	915.00	1,006.50	953.64	1,049.00
High Season Cowrie Shell Cabins - up to maximum 4 people (ensuite;linen to main bed)	1,145.45	1,260.00	1,193.64	1,313.00
Low Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	914.09	1,005.50	952.73	1,048.00
Mid Season Nautilus Shell Cabin - up to maximum 5 people(ensuite;linen to main bed)	998.18	1,098.00	1,040.00	1,144.00
High Season Nautilus Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,207.73	1,328.50	1,259.09	1,385.00
Low Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,000.00	1,100.00	1,041.82	1,146.00
Mid Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,082.73	1,191.00	1,128.18	1,241.00
High Season Olive Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,318.86	1,450.75	1,374.55	1,512.00
Low Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,000.00	1,100.00	1,041.82	1,146.00
Mid Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,082.90	1,191.19	1,128.18	1,241.00
High Season Fig Shell Cabin - up to maximum 5 people (ensuite;linen to main bed)	1,318.86	1,450.75	1,374.55	1,512.00
SEMI PERMANENTS				
<i>Resident Leaves Van Onsite</i>				
Annual charge entitles 90 days use for 2 people (includes one parking space only)	5,350.71	5,645.00	5,578.20	5,885.00
Annual charge entitles 90 days use for 2 people - discounted for early payment prior to 31/07 (includes one parking space only)	5156.40	5440.00	5,375.36	5,671.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Parking fee - One parking space is provided with stay up to 90 days - per week fee for vehicles (including boats) after 90 days	19.91	21.00	19.91	21.00
<i>**Patrons selling their caravans or park homes must remove them from the Busselton Jetty Tourist Park</i>				
MISCELLANEOUS				
Booking Cancellation Fee	38.18	42.00	39.09	43.00
Washing Machines/ Dryers	3.64	4.00	3.64	4.00
Refill of 9kg gas bottle	39.09	43.00	40.00	44.00
Shower charge	7.73	8.50	7.73	8.50
Linen hire per single bed	8.18	9.00	8.18	9.00
Linen hire per queen / double bed	11.82	13.00	11.82	13.00
Additional charge for electricity use for caravan air conditioners - per day	13.18	14.50	13.64	15.00
Additional charge for electricity use for electric vehicle charging - per day	13.18	14.50	13.64	15.00
HIRE FACILITIES - Halls, CRC, YCAB & Undalup				
Function Room				
Note: Charge for Full Day bookings capped at 8 Hours for CRC, YCAB and Halls Only				
Facility Hire Bonds				
Undalup Function Room Hire Bond - Low Risk Function	500.00	500.00	500.00	500.00
Undalup Function Room Hire Bond - Medium Risk Function	1000.00	1000.00	1000.00	1,000.00
Undalup Function Room Hire Bond - High Risk Function	2000.00	2000.00	2000.00	2,000.00
General Facility Hire Bond - Low Risk Function (Community Grp/Commercial/Private no Alcohol)	200.00	200.00	200.00	200.00
General Facility Hire Bond - Medium Risk Function (Community Grp/Commercial with Alcohol)	500.00	500.00	500.00	500.00
General Facility Hire Bond - High Risk Function (Private with Alcohol)	1000.00	1000.00	1000.00	1,000.00
Key / Access Card Deposit Bond (as required)	100.00	100.00	100.00	100.00
Additional and/or Replacement Key / Access Card (May be deducted from Bond repayment where applicable)	54.55	60.00	54.55	60.00
Key Issue Fee (keys issued that are not being returned)	New	New	54.55	60.00
Miscellaneous Facility Fees				
Weddings / Private Functions - Beaches and Reserves - Applied to a Council venue not attracting a facility hire fee.	79.09	87.00	81.82	90.00
Note - Prorata Hire may be authorised at the discretion of the CEO				
Booking Deposit - Applicable for applications values exceeding \$100.00	10% of hire value	10% of hire value	10% of hire value	10% of hire value
Facility Hire Cancellation Fee (less than 1 weeks notice given)	30% of hire value	30% of hire value	30% of hire value	50% of hire value
Extraordinary Clean as required or by arrangement	At cost plus 10% administration fee	At cost plus 10% administration fee	At cost plus 10% administration fee	At cost plus 10% administration fee
Video Conferencing Facility (Administration Building) - Hourly	22.73	25.00	22.73	25.00
Erection of temporary structure on a reserve or public open space marking out fee where applicable	46.36	51.00	47.27	52.00
Churchill Park Hall				
Community Groups - Hourly	18.18	20.00	18.18	20.00
Commercial / Private - Hourly	27.27	30.00	28.18	31.00
Registered Charities - Hourly	9.09	10.00	9.09	10.00
High Street Hall				
Main Hall Only				
Community Group - Hourly	18.18	20.00	18.18	20.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Commercial / Private - Hourly	27.27	30.00	28.18	31.00
Registered Charity	9.09	10.00	9.09	10.00
Blue Room Only				
Community Group - Hourly	13.64	15.00	13.64	15.00
Commercial / Private - Hourly	18.18	20.00	18.18	20.00
Registered Charity - Hourly	7.27	8.00	7.27	8.00
Rural Halls (Yallingup, Yoongarillup)				
Community Group - Hourly	13.64	15.00	13.64	15.00
Commercial / Private - Hourly	18.18	20.00	18.18	20.00
Registered Charity - Hourly	9.09	10.00	9.09	10.00
Undalup Function Room				
Minimum booking 4 hours				
Function Centre Weekdays				
Community Group / Charity - Hourly - Business Hours	55.45	61.00	57.27	63.00
Commercial/Private - Hourly Business Hours	83.64	92.00	86.36	95.00
Function Centre After Hours / Weekends				
Community Group / Charity - Hourly - After Hours / Weekends	116.36	128.00	120.00	132.00
Commercial/Private - Hourly - After Hours / Weekends	171.82	189.00	178.18	196.00
Additional Charges				
Dance Floor Rental (Each Event)	60.00	66.00	90.91	100.00
Undalup Room - Stage Hire	74.55	82.00	90.91	100.00
Venue Support Staff hourly fee - time & a half (Saturdays)	New	New	43.64	48.00
Venue Support Staff hourly fee - double time (Sundays)	New	New	58.18	64.00
BUSSELTON COMMUNITY RESOURCE CENTRE				
Minimum booking 2 hours				
Ground Floor Meeting Room (including courtyard)				
Community Group - Hourly	22.73	25.00	25.45	28.00
Commercial / Private - Hourly	41.82	46.00	42.73	47.00
Registered Charity - Hourly	11.82	13.00	16.36	18.00
First Floor Meeting Room 2 or 3				
Community Group - Hourly	11.82	13.00	13.64	15.00
Commercial / Private - Hourly	20.91	23.00	22.73	25.00
Registered Charity - Hourly	5.45	6.00	9.09	10.00
BUSSELTON YOUTH AND COMMUNITY ACTIVITY BUILDING				
Minimum booking 2 hours				
Events Multi-Function Room				
Community Group - Hourly	41.82	46.00	42.73	47.00
Commercial / Private - Hourly	64.55	71.00	66.36	73.00
Registered Charity - Hourly	20.00	22.00	20.00	22.00
Meeting Room				
Community Group - Hourly	23.64	26.00	24.55	27.00
Commercial / Private - Hourly	40.00	44.00	40.91	45.00
Registered Charity - Hourly	11.82	13.00	11.82	13.00
Office Space				
Community Group - per hour	9.09	10.00	9.09	10.00
Commercial / Private - Hourly	16.82	18.50	17.27	19.00
Registered Charity - Hourly	4.55	5.00	4.55	5.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
GROUND HIRE LEVIES:				
SUMMER/ WINTER SPORTS				
(A) Association of Senior Players				
Charged per team per season plus power etc. where applicable.	260.91	287.00	270.91	298.00
A per week surcharge to apply where special ground preparation/maintenance is required, i.e. Cricket.	62.73	69.00	64.55	71.00
(B) Association of Junior Players				
50% of Senior rates plus full power costs where applicable.	130.00	143.00	134.55	148.00
Exceptions to Categories (A) & (B) above				
1. Busselton Trotting Club				
Per meeting plus power	338.18	372.00	350.91	386.00
Track maintenance charged at Private Works rates				
2. Southern Districts Agricultural Society				
Per day plus power costs for actual show days.	349.09	384.00	361.82	398.00
Per day during the set up of the show.	108.18	119.00	111.82	123.00
3. South West National Football League				
Per home game plus power costs	223.64	246.00	231.82	255.00
4. School Groups				
Sports Carnivals etc. - no charge.	Nil	Nil	Nil	Nil
OUTDOOR COURT HIRE LEVIES				
For training and competition purposes				
SUMMER/ WINTER SPORTS				
(A) Association of Senior Players				
Hourly outdoor court hire fee - Community Sport	New	New	0.18	0.20
SUMMER/ WINTER SPORTS				
(A) Association of Junior Players				
Hourly outdoor court hire fee - Community Sport	New	New	0.18	0.20
Outdoor Court Hire – Commercial per Hour	18.18	20.00	18.18	20.00
Additional Charges - Ground / Court hire				
Extraordinary Clean as required or by arrangement	At cost plus 10% administration fee	At cost plus 10% administration fee	At cost plus 10% administration fee	At cost plus 10% administration fee
OUTDOOR EXERCISE SITES				
Zone 1 - Twelve (12) month fee	781.82	860.00	810.91	892.00
Zone 1 - Six (6) month fee	390.91	430.00	405.45	446.00
Zone 2 - Twelve (12) month fee	590.91	650.00	612.73	674.00
Zone 2 - Six (6) month fee	295.45	325.00	305.45	336.00
GEOGRAPHE LEISURE CENTRE				
Promotions at the discretion of the Chief Executive Officer				
Swimming Pool				
Adult Swim	6.55	7.20	6.73	7.40
Concession Swim (Health Care card, or child 5-16 years)	5.00	5.50	5.18	5.70
Child under 5 y/o (must be accompanied by an adult)	Nil	Nil	Nil	Nil

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Spectator	Nil	Nil	Nil	Nil
School In term Swimming - Education Department	3.64	4.00	3.73	4.10
Vacation Swimming - Education Department	3.82	4.20	3.91	4.30
Sauna/spa/swim (16 years & over only)	11.45	12.60	12.27	13.50
Spa/sauna	New	New	6.91	7.60
Swimming Pool lane hire - Community (per lane per hour) Individual participants must pay normal pool entry	10.91	12.00	11.27	12.40
Swimming Pool lane hire - Commercial (per lane per hour) Individual participants must pay normal pool entry	23.82	26.20	24.73	27.20
Swimming Pool lane hire - Commercial (per lane per hour) OFF- Peak - individuals must pay normal pool entry	15.45	17.00	16.00	17.60
Local regular not for profit aquatic user groups	4.55	5.00	4.55	5.00
Swimming Pool Hire (Outdoor - Exclusive use) per hour (min 3 hours)	111.82	123.00	116.09	127.70
Group Pass (2 Adults and 2 children)	18.18	20.00	18.82	20.70
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount	20% Discount
Learn To Swim - per lesson	16.00	16.00	16.60	16.60
Private one on one lesson per 30 mins	43.00	43.00	44.60	44.60
Private one on one lesson per 15 mins	22.00	22.00	22.80	22.80
Large Inflatable Hire - per hour	163.64	180.00	170.00	187.00
Small Inflatable Hire - per hour	127.27	140.00	132.27	145.50
Dry side inflatable Hire (unsupervised)- maximum 3hrs hire	131.82	145.00	137.00	150.70
Group Fitness				
Fitness Centre - Casual	18.09	19.90	18.64	20.50
Per person per class (f/t student, health care card, senior's card concession)	12.27	13.50	12.73	14.00
Appraisal and program	71.36	78.50	74.09	81.50
Lifestyle Seniors program	7.27	8.00	7.27	8.00
Personal / Group Training				
Assessment Fee	71.36	78.50	74.09	81.50
Small Group One off Training Session (min 2, max 4 persons) cost is per session shared between participants.	65.45	72.00	68.18	75.00
Small Group Personal Training - 6 week program, twice per week - cost per person (min 6 participants/6 week program)	120.00	132.00	124.55	137.00
PT School programme entry per student (minimum 8 students session)	7.27	8.00	7.55	8.30
Bootcamp - cost per session/term based (minimum 6 people)	10.45	11.50	10.91	12.00
Personal Training - 1 hour session with Trainer (1 on 1)	60.91	67.00	63.64	70.00
Aerobics / Aquarobics				
Per person per class	18.09	19.90	18.64	20.50
Per person per class (f/t student, health care card, senior's card concession)	12.27	13.50	12.73	14.00
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount	20% Discount
Sports Stadium				
Sports courts (each per hour) - Community peak	52.73	58.00	54.55	60.00
Sports courts (each per hour) - Community Off-peak (9am-3pm, Mon-Fri)	40.00	44.00	41.82	46.00
# Volleyball Courts 5 & 6 (i.e. smaller courts)	29.09	32.00	30.00	33.00
Sports courts (each per hour) commercial	73.64	81.00	76.36	84.00
Community half court - per hour	26.36	29.00	27.27	30.00
Badminton Court - per hour	18.18	20.00	19.09	21.00
Casual Shots (Individual fee*) conditions apply	6.36	7.00	6.36	7.00



















DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Casual Shots (Individual fee*) school student rate conditions apply	2.73	3.00	2.73	3.00
Whole of stadium hire per day (5.30am-3.30pm Mon-Fri & W'ends)	618.18	680.00	645.45	710.00
Whole of stadium hire bond	513.00	513.00	535.00	535.00
Crèche / Activity Room				
Crèche / activity room per hour (Commercial)	42.73	47.00	44.55	49.00
Crèche / activity room per hour (Community)	32.73	36.00	34.09	37.50
Crèche / per child per session	5.91	6.50	6.09	6.70
Per Child per session (Book of 5)	24.73	27.20	25.64	28.20
Per Child per session (Book of 10)	38.18	42.00	40.00	44.00
Vacation Care Program (per child per day)	80.00	80.00	88.00	88.00
MEMBERSHIP PACKAGES				
Casual Day Pass (Gym/Aerobics/Pool/Spa/Sauna)	23.64	26.00	23.64	26.00
Membership Cancellation Administration Fee	New	New	24.55	27.00
Swim membership: [per person per annum]				
Individual (Adult)	568.18	625.00	590.91	650.00
6 months membership	367.27	404.00	377.27	415.00
3 months membership	263.64	290.00	272.73	300.00
1 months membership	92.73	102.00	95.45	105.00
Concession (Child, Health care card, seniors card, f/t student)	457.27	503.00	477.27	525.00
6 months membership	323.64	356.00	336.36	370.00
3 months membership	235.45	259.00	245.45	270.00
1 months membership	81.82	90.00	86.36	95.00
Double (each)	510.91	562.00	531.82	585.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	407.27	448.00	422.73	465.00
Direct Debit - fortnightly deduction	22.73	25.00	23.64	26.00
Direct Debit - fortnightly concession	19.09	21.00	20.00	22.00
Direct Debit - fortnightly double	20.91	23.00	21.82	24.00
Gym: [per person per annum]				
Individual	697.27	767.00	722.73	795.00
6 months membership	452.73	498.00	468.18	515.00
3 months membership	321.82	354.00	336.36	370.00
1 months membership	114.55	126.00	118.18	130.00
Concession [Child, Health care card, seniors card, f/t student]	588.18	647.00	609.09	670.00
6 months membership	393.64	433.00	409.09	450.00
3 months membership	282.73	311.00	295.45	325.00
1 months membership	97.27	107.00	100.00	110.00
Double (each)	641.82	706.00	668.18	735.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	480.91	529.00	500.00	550.00
Direct Debit - fortnightly deduction	25.45	28.00	26.36	29.00
Direct Debit - fortnightly concession	21.82	24.00	22.73	25.00
Direct Debit - fortnightly double	23.64	26.00	24.55	27.00
Group Fitness Classes only: [per person per annum]				
Individual	697.27	767.00	724.55	797.00
6 months membership	447.27	492.00	468.18	515.00
3 months membership	321.82	354.00	336.36	370.00
1 months membership	114.55	126.00	118.18	130.00
Concession [Child, Health care card, seniors card, f/t student]	588.18	647.00	609.09	670.00
6 months membership	393.64	433.00	409.09	450.00
3 months membership	282.73	311.00	295.45	325.00
1 months membership	97.27	107.00	100.00	110.00
Double (each)	641.82	706.00	668.18	735.00
Direct Debit - fortnightly deduction	25.45	28.00	26.36	29.00
Direct Debit - fortnightly concession	21.82	24.00	22.73	25.00
Direct Debit - fortnightly double	23.64	26.00	24.55	27.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Full membership (includes Gym,Swim and Group Fitness) per annum				
Individual	901.82	992.00	936.36	1,030.00
6 months membership	591.82	651.00	613.64	675.00
3 months membership	423.64	466.00	440.91	485.00
1 months membership	151.82	167.00	159.09	175.00
Concession (Child, Health care card, seniors card, f/t student)	802.73	883.00	831.82	915.00
6 months membership	516.36	568.00	536.36	590.00
3 months membership	370.91	408.00	386.36	425.00
1 months membership	131.82	145.00	136.36	150.00
Double (each)	855.45	941.00	890.91	980.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	695.45	765.00	722.73	795.00
Direct Debit - fortnightly deduction	33.64	37.00	34.55	38.00
Direct Debit - fortnightly concession	30.00	33.00	30.91	34.00
Direct Debit - fortnightly double	32.73	36.00	33.64	37.00
Remote shift worker membership	475.45	523.00	495.45	545.00
Membership cancellation Administration Fee	23.64	26.00	24.55	27.00
Replacement Membership Card	12.73	14.00	13.64	15.00
Corporate Packages				
Swim Club - (Club Access Only) per person per annum. A 25% discount applies on renewal.	25% Discount	25% Discount	25% Discount	25% Discount
# Corporate member Gym/Swim/Spa/Sauna [per person per annum] 10 plus members (each). A 20% discount applies on renewal.	20% Discount	20% Discount	20% Discount	20% Discount
# City of Busselton staff full membership. (30% discount applies)	30% Discount	30% Discount	30% Discount	30% Discount
Rehabilitation membership (insurance) 3 month Full only	494.55	544.00	504.55	555.00
Health Suites				
Hire - Per day	57.27	63.00	59.09	65.00
Storage - per month	81.82	90.00	84.55	93.00
Meeting Room Hire				
Community - per hour	21.82	24.00	22.73	25.00
Commercial - per hour	36.36	40.00	37.73	41.50
Fitness Room Hires				
Community - per hour	37.27	41.00	38.64	42.50
Commercial - per hour	70.00	77.00	72.73	80.00
NATURALISTE COMMUNITY CENTRE				
Promotions at the discretion of the Chief Executive Officer				
Key / Hire Bond				
Loss of key, unauthorised key transfer to another person, unauthorised key copying, or use of NCC without prior approval - rate per occurrence.	205.00	205.00	213.00	213.00
Additional cleaning fee	Cost + 20%. Extra cleaning min. \$26 per occurrence	Cost + 20%. Extra cleaning min. \$28.60 per occurrence	Cost + 20%. Extra cleaning min. \$36 per/hr	Cost + 20%. Extra cleaning min. \$36 per/hr
Stadium				
Casual indoor tennis : Adults - per person per hour.	7.73	8.50	8.18	9.00
Casual indoor tennis : Students - per person per hour.	4.55	5.00	5.00	5.50
Sports Court (per hour) Community peak	51.82	57.00	54.55	60.00
Sports Court (per hour) Community-Off Peak(1pm-4pm Mon-Fri & W'ends)	40.00	44.00	41.82	46.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
Sports Court (per hour) commercial	73.64	81.00	76.36	84.00
Community half court - per hour	26.36	29.00	27.27	30.00
Badminton Court - per hour (includes net, racquets and shuttle)	18.18	20.00	19.09	21.00
Casual Shots per person student rate* conditions apply	2.73	3.00	2.73	3.00
Casual Shots per person* conditions apply	6.36	7.00	6.36	7.00
Whole of stadium day hire - community group	New	New	218.18	240.00
Whole of stadium hire bond	New	New	180.00	180.00
Whole of stadium day hire - commercial	New	New	454.55	500.00
Whole of stadium commercial hire bond	New	New	375.00	375.00
Multi-Purpose Activity Room (Full)				
Community - per hour	37.27	41.00	38.64	42.50
Commercial - per hour	70.45	77.50	73.18	80.50
Community - day hire - full	New	New	309.09	340.00
Commercial - day hire - full	New	New	527.27	580.00
Multi-Purpose Activity Room (Half)				
Community - per hour	22.27	24.50	23.18	25.50
Commercial - per hour	36.36	40.00	37.73	41.50
Storage Community - per shelf per month or 1m2 floor area	23.64	26.00	24.55	27.00
Storage Commercial - per shelf per month or 1m2 floor area	34.55	38.00	35.91	39.50
Hire of Ceiling projector and screen per day	37.27	41.00	39.09	43.00
Casual Usage per hour per person student rate* conditions apply	3.18	3.50	3.27	3.60
Casual Usage per hour per person* conditions apply	6.82	7.50	7.00	7.70
Community - day hire - half	New	New	181.82	200.00
Commercial - day hire - half	New	New	300.00	330.00
Family Activity Area				
Community - per hour	20.91	23.00	21.82	24.00
Commercial - per hour	29.09	32.00	30.00	33.00
Community - day hire	New	New	172.73	190.00
Commercial - day hire	New	New	240.91	265.00
Community Office Space				
Community - per hour	9.55	10.50	10.00	11.00
Commercial - per hour	11.82	13.00	12.27	13.50
Community - day hire	New	New	54.55	60.00
Commercial - day hire	New	New	72.73	80.00
Kitchen/Servery Area (in addition to other bookings)				
Community - per hour	13.18	14.50	13.64	15.00
Commercial - per hour	15.91	17.50	16.36	18.00
Community - day hire	25.45	28.00	54.55	60.00
Commercial - day hire	46.36	51.00	72.73	80.00
Group Fitness				
Per person per class	18.09	19.90	18.64	20.50
Concession per person per class [Health care card, seniors card, f/t student]	12.27	13.50	12.73	14.00
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount	20% Discount
12 month Membership (Individual)	697.73	767.50	724.55	797.00
12 month membership Concession [Health care card, seniors card, f/t student]	588.64	647.50	609.09	670.00
6 months membership	447.73	492.50	468.18	515.00
6 months membership(concession) [Health care card, seniors card, f/t student]	394.09	433.50	409.09	450.00
3 months membership	321.82	354.00	336.36	370.00

DESCRIPTION	ADOPTED FEE 2022/23 (Exc GST)	ADOPTED FEE 2022/23 (Inc GST)	PROPOSED FEE 2023/24 (Exc GST)	PROPOSED FEE 2023/24 (Inc GST)
3 months membership(concession) [Health care card, seniors card, f/t student]	282.73	311.00	295.45	325.00
1 month Membership	114.55	126.00	118.18	130.00
1 month Membership (concession)				110.00
Pay as you go fortnightly direct debit	25.64	28.20	26.36	29.00
Pay as you go fortnightly direct debit concession	21.45	23.60	22.73	25.00
Membership cancellation Administration Fee	23.36	25.70	24.55	27.00
Double membership - each	642.18	706.40	668.18	735.00
City of Busselton staff Group Fitness membership (30% discount applies)	488.73	537.60	30% Discount	30% Discount
Remote shift worker membership	475.73	523.30	495.45	545.00
Seniors Programs				
<i>Strong Active Seniors; Stretch and Revitalise</i>				
Per person per class	7.64	8.40	7.91	8.70
Discount tickets - book of 10 - 10% discount	10% Discount	10% Discount	10% Discount	10% Discount
Crèche/ Activity Room				
Casual use. Per Child per session (paid on day)	5.91	6.50	6.09	6.70
Crèche Pass (Book of 5)	24.73	27.20	25.64	28.20
Crèche Pass (Book of 10)	38.18	42.00	39.64	43.60
Vacation care program, per child per day	80.00	80.00	88.00	88.00
Shower				
Per person not participating in centre activities, per use of shower facilities	4.73	5.20	5.00	5.50
Stage Hire				
Commercial hire per day, or part of.	102.73	113.00	106.82	117.50
Community hire per day, or part of.	51.36	56.50	53.64	59.00
Stage hire bond, per use	440.00	440.00	457.00	457.00
NCC Grounds Hire				
Community half day	66.36	73.00	69.09	76.00
Commercial half day	113.64	125.00	118.18	130.00
The Break Youth Facility	New	New	15.45	17.00
The Break (community - per hour)	New	New	22.27	24.50
The Break (commercial - per hour)				

13.1 DA22/0754 - EXTENSION TO NON-CONFORMING USE - TOURIST ACCOMMODATION
(CARETAKER'S DWELLING AND 9 X ACCOMMODATION UNITS)

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.3 Continue to promote the District as the destination of choice for events and unique tourism experiences.
SUBJECT INDEX	Development/Planning Applications
BUSINESS UNIT	Development Services
REPORTING OFFICER	Senior Development Planner - Andrew Watts
AUTHORISING OFFICER	Director Planning and Development Services - Paul Needham
NATURE OF DECISION	Regulatory: To determine an application/matter that directly affects a person's right and interests e.g. development applications, applications for other permits/licences, and other decisions that may be reviewable by the State Administrative Tribunal
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Location Plan   Attachment B Historic Approval documents for 40 Ford Road   Attachment C Original Submitted Development Plans   Attachment D Revised Submitted Development Plans   Attachment E Traffic Impact Statement   Attachment F TIS Peer Review   Attachment G Schedule of Submissions   Attachment H Applicant Cover Letter   Attachment I Applicant R-code Checklist  

Prior to the meeting, Cr Carter foreshadowed a motion that was different to the officer recommendation. In accordance with clause 10.18(6) of the City of Busselton *Standing Orders Local Law 2018*, it was taken to be alternative recommendation and considered first. There was opposition and debate ensued.

SUBSTANTIVE MOTION

C2304/072 Moved Councillor P Carter, seconded Councillor G Henley

That the Council determines:

- A.** That application DA22/0754 submitted for development of Extension to Non-Conforming Use – Tourist Accommodation (Caretakers Dwelling and Nine Accommodation Units) on Lot 50 (No. 40) Ford Road, Busselton, is considered by the Council to be generally consistent with Local Planning Scheme No. 21 and the objectives of the zone within which it is located.
- B.** That Development Approval is granted for the proposal referred to in (A) above subject to the following conditions:

GENERAL CONDITIONS:

- 1.** The development hereby approved shall be substantially commenced within two years of the date of this decision notice.
- 2.** The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the City.

Prior to Commencement of Any Works Conditions:

- 3. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and have been approved in writing:**
- 3.1 Plans that satisfactorily address the following required design changes and as may be indicated in red on the Approved Development Plan(s):**
- Removal of northern facing balconies to Units 3 and 4;
 - Provision of fencing to all adjoining properties to a minimum height of 1.8m, and
 - Amended plans providing for the provision of embayed parking bays on Ford Rd to accommodate Charter vehicles, Taxis and ride-share vehicles (i.e. drop off/pick up zone).
- 3.2 Details of the finished treatment of all crossovers and hard surfaced areas to be used for the construction of the access, parking and maneuvering areas as shown on the Approved Development Plans, including driveway layout requiring right turn off Duke Street and left turn on to Duke Street.**
- 3.3 Details of stormwater and surface water drainage. Stormwater to be retained for use and/or infiltration within the lot at a rate of 1m³ per 40m² of roofed and impervious area.**
- 3.4 Lighting Plan which shall include all awnings, parking areas, footpaths and areas accessible to the public and be consistent with the requirements of Australian Standard AS 4282—2019, Control of the obtrusive effects of outdoor lighting.**
- 3.5 Details of the proposed bin storage areas including, but not limited to, the design and the materials to be used in their construction.**
- 3.6 Details of the proposed bicycle parking and end of trip facilities, designed in accordance with the Australian Standard for Parking facilities – Bicycle parking (AS2890.3-2015). The details shall include, as a minimum, the location, design and materials to be used in their construction.**
- 3.7 A schedule of the final materials, finishes and colours, which shall be generally consistent with the approved plans. The schedule shall include details of the type of materials proposed to be used, including their colour and texture.**
- 3.8 A final Landscaping Plan (LP). The LP shall include the following:**
- a) the location, number, size and species of all existing trees to be removed and / or retained;
 - b) proposed trees and shrubs, including calculations for the landscaping area;
 - c) any lawns to be established;
 - d) those areas to be reticulated or irrigated;
 - e) the location, design and materials of any proposed fencing to be installed;
 - f) verge treatments, including hard and soft landscaping treatments; and
 - g) consideration of Designing Out Crime principles.
- 3.9 Details related to the removal of a maximum of one street tree located within the proposed crossover of Lot 50 within the Duke Street road reserve. The street tree is to be relocated or replaced at the applicant's cost in a suitable location within the verge adjacent to Lot 50 to the satisfaction of the City prior to commencement of development. The remaining street trees shall be maintained and protected to the satisfaction of the City.**

- 3.10 A Tree Protection Plan (TPP) for the trees identified on the approved plans to be retained on the site and adjoining road reserves. The TPP shall include an Arboricultural Report to address measures to be adopted to ensure the ongoing protection of the identified trees. The Tree Protection Plan shall be implemented before any of the substantive development is commenced and shall be retained throughout the development period until such time as all equipment, machinery and surplus materials have been removed from the site. Within the areas so fenced, nothing shall be stored or placed, and the ground levels shall not be altered.**
- 3.11 A Construction Management Plan. The Construction Management Plan should address the following issues, where applicable:**
- a) public safety and amenity;**
 - b) site plan and security;**
 - c) contact details of essential site personnel, construction period and operating hours;**
 - d) community information, consultation and complaints management Plan;**
 - e) temporary realignment of pedestrian access ways (including crossing points and lighting);**
 - f) noise, vibration, air and dust management;**
 - g) dilapidation reports of nearby properties;**
 - h) traffic, access and parking management;**
 - i) waste management and materials re-use;**
 - j) sanitary facilities;**
 - k) earthworks, excavation, land retention/piling methods and associated matters;**
 - l) stormwater and sediment control;**
 - m) street tree management and protection;**
 - n) management of asbestos removal;**
 - o) any other matter deemed relevant by the City.**
 - p) Construction works shall take place in accordance with the approved details at all times.**
- 3.12 A Tourist Accommodation management plan addressing the management arrangements for the operation of the development, including:**
- a) Signage at entrance of property with onsite managers contact details, inclusive of after-hours and weekend contact details;**
 - b) How access to property will be managed;**
 - c) Occupancy limits;**
 - d) Minimum / Maximum lengths of stay;**
 - e) Check-in / Check-out procedures;**
 - f) Visitor management;**
 - g) Control of noise and antisocial behavior, including a displayed Code of Conduct within each unit;**
 - h) Complaints Management;**
 - i) Property Management & Record Keeping; and**

- j) Vehicle management including use of allocated bays, all guest and visitor parking is to be contained within the site, right turn off Duke Street when entering the site and left turn onto Duke Street when leaving the site, and use of low beam headlights within and when leaving the site.

3.13 A Waste Management Plan. The plan shall include specifications of the methods, facilities and management measures to be put in place for the storage, collection and disposal/collection of waste and rubbish generated by the development, providing for the provision of rubbish bin collection from Ford Rd rather than Duke St.

3.14 Satisfactory arrangements shall be made with the City to provide public art works within the development. This entails compliance with the Percent for Art provisions of the City's Development Contribution Policy via appropriate works up to a minimum value of 1% of the Estimated Cost of Development ("ECD"). Where the value of on-site works is less than 1% of the ECD, a payment sufficient to bring the total contribution to 1% of the ECD is required.

4. The development hereby approved, or any works required to implement the development, shall not commence until the following contributions have been paid to the City:

4.1 A contribution of \$5,336.23 towards Road Network Upgrading in the Geographe precinct.

4.2 A contribution of \$8,757 towards community facilities in the Geographe precinct.

Prior to Occupation/Use of the Development Conditions:

5. The development hereby approved shall not be occupied, or used, until all plans, details or works required by Condition(s) 2 and 3 have been implemented; and/or the following conditions have been complied with:

5.1 Crossovers located and constructed to the City's specifications.

5.2 The redundant vehicle crossover is to be removed, the verge reinstated with grass or landscaping and footpath reinstated to the specifications of the City. Crossovers located and constructed to the City's specifications.

5.3 All pedestrian accessway(s) being constructed and drained at the developer's cost.

5.4 All vehicle parking, access ways, footpaths and external lighting shall be constructed to a minimum standard in accordance with the Australian Standard for Parking Facilities - Off-Street Car Parking (AS 2890.1) and shall be developed in the form and layout depicted on the approved plans to the satisfaction of the City.

5.5 Accessible car parking and access shall be provided and designed in accordance with the Australian Standard for Parking Facilities - Off-Street Car Parking for people with disabilities (AS 2890.6).

5.6 Landscaping and reticulation shall be implemented in accordance with the approved Landscape Plan and shall thereafter be maintained to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.

On-going Conditions:

6. The works undertaken to satisfy Condition(s) 2, 3 and 5 shall be subsequently maintained for the life of the development and the following conditions shall be complied with:

- 6.1 The use hereby approved shall at all times comply with the definition of Tourist Accommodation as provided in Schedule 1 of the City of Busselton Local Planning Scheme No. 21, as follows:
- "Tourist Accommodation" means single occupancy accommodation units, which may be self-contained and may include associated central facilities for the exclusive use of guests, and includes serviced apartments.
- 6.2 The maximum number of guests occupying the Tourist Accommodation hereby approved shall be 72 guests at any one time, with no more than eight (8) people to occupy each accommodation unit at any one time.
- 6.3 The Tourist Accommodation hereby approved is to be made available for temporary accommodation purposes only and shall not be occupied by any one person or family or group of persons (two persons or more) for a period exceeding 3 months (consecutively or cumulatively) within any 12 month period.
- 6.4 External fixtures, including but not restricted to air-conditioning units, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be integrated into the design of the building, located and/or screened such that they are not visible from the primary street, secondary street and to protect the visual amenity of neighbouring properties.
- 6.5 Landscaping and reticulation shall be maintained in accordance with the approved Landscaping Plan to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.
- 6.6 Vehicular entry gates shall be a minimum 50% visually permeable and not obstruct vehicle sight lines or maneuvering

During debate, Cr Paine moved the following amendment to point 3.2 of the substantive motion.

AMENDMENT 1

Moved Councillor R Paine, seconded Councillor P Carter

Amend point 3.2 to delete 'right turn off Duke Street and', with the new 3.2 to read:

- 3.2 Details of the finished treatment of all crossovers and hard surfaced areas to be used for the construction of the access, parking and maneuvering areas as shown on the Approved Development Plans, including driveway layout requiring left turn on to Duke Street.

LOST 3/5

FOR: CR PAINE, CR HENLEY, CR CARTER

AGAINST: CR COX, CR RICHARDS, CR RICCELLI, CR LOVE, CR RYAN

Debate resumed on the substantive motion. The substantive motion was lost.

SUBSTANTIVE MOTION**C2304/073**

Moved Councillor P Carter, seconded Councillor G Henley

That the Council determines:

- A. That application DA22/0754 submitted for development of Extension to Non-Conforming Use – Tourist Accommodation (Caretakers Dwelling and Nine Accommodation Units) on Lot 50 (No. 40) Ford Road, Busselton, is considered by the Council to be generally consistent with Local Planning Scheme No. 21 and the objectives of the zone within which it is located.
- B. That Development Approval is granted for the proposal referred to in (A) above subject to the following conditions:

GENERAL CONDITIONS:

1. The development hereby approved shall be substantially commenced within two years of the date of this decision notice.
2. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the City.

PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:

3. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and have been approved in writing:
 - 3.12 Plans that satisfactorily address the following required design changes and as may be indicated in red on the Approved Development Plan(s):
 - Removal of northern facing balconies to Units 3 and 4;
 - Provision of fencing to all adjoining properties to a minimum height of 1.8m, and
 - Amended plans providing for the provision of embayed parking bays on Ford Rd to accommodate Charter vehicles, Taxis and ride-share vehicles (i.e. drop off/pick up zone).
 - 3.13 Details of the finished treatment of all crossovers and hard surfaced areas to be used for the construction of the access, parking and maneuvering areas as shown on the Approved Development Plans, including driveway layout requiring right turn off Duke Street and left turn on to Duke Street.
 - 3.14 Details of stormwater and surface water drainage. Stormwater to be retained for use and/or infiltration within the lot at a rate of 1m³ per 40m² of roofed and impervious area.
 - 3.15 Lighting Plan which shall include all awnings, parking areas, footpaths and areas accessible to the public and be consistent with the requirements of Australian Standard AS 4282—2019, *Control of the obtrusive effects of outdoor lighting*.
 - 3.16 Details of the proposed bin storage areas including, but not limited to, the design and the materials to be used in their construction.
 - 3.17 Details of the proposed bicycle parking and end of trip facilities, designed in accordance with the Australian Standard for Parking facilities – Bicycle parking (AS2890.3-2015). The details shall include, as a minimum, the location, design and materials to be used in their construction.

- 3.18** A schedule of the final materials, finishes and colours, which shall be generally consistent with the approved plans. The schedule shall include details of the type of materials proposed to be used, including their colour and texture.
- 3.19** A final Landscaping Plan (LP). The LP shall include the following:
- a) the location, number, size and species of all existing trees to be removed and / or retained;
 - b) proposed trees and shrubs, including calculations for the landscaping area;
 - c) any lawns to be established;
 - d) those areas to be reticulated or irrigated;
 - e) the location, design and materials of any proposed fencing to be installed;
 - f) verge treatments, including hard and soft landscaping treatments; and
 - g) consideration of Designing Out Crime principles.
- 3.20** Details related to the removal of a maximum of one street tree located within the proposed crossover of Lot 50 within the Duke Street road reserve. The street tree is to be relocated or replaced at the applicant's cost in a suitable location within the verge adjacent to Lot 50 to the satisfaction of the City prior to commencement of development. The remaining street trees shall be maintained and protected to the satisfaction of the City.
- 3.21** A Tree Protection Plan (TPP) for the trees identified on the approved plans to be retained on the site and adjoining road reserves. The TPP shall include an Arboricultural Report to address measures to be adopted to ensure the ongoing protection of the identified trees. The Tree Protection Plan shall be implemented before any of the substantive development is commenced and shall be retained throughout the development period until such time as all equipment, machinery and surplus materials have been removed from the site. Within the areas so fenced, nothing shall be stored or placed, and the ground levels shall not be altered.
- 3.22** A Construction Management Plan. The Construction Management Plan should address the following issues, where applicable:
- a) public safety and amenity;
 - b) site plan and security;
 - c) contact details of essential site personnel, construction period and operating hours;
 - d) community information, consultation and complaints management Plan;
 - e) temporary realignment of pedestrian access ways (including crossing points and lighting);
 - f) noise, vibration, air and dust management;
 - g) dilapidation reports of nearby properties;
 - h) traffic, access and parking management;
 - i) waste management and materials re-use;
 - j) sanitary facilities;
 - k) earthworks, excavation, land retention/piling methods and associated matters;
 - l) stormwater and sediment control;
 - m) street tree management and protection;

	<ul style="list-style-type: none">n) management of asbestos removal;o) any other matter deemed relevant by the City.p) Construction works shall take place in accordance with the approved details at all times.
3.15	<p>A Tourist Accommodation management plan addressing the management arrangements for the operation of the development, including:</p> <ul style="list-style-type: none">a) Signage at entrance of property with onsite managers contact details, inclusive of after-hours and weekend contact details;b) How access to property will be managed;c) Occupancy limits;d) Minimum / Maximum lengths of stay;e) Check-in / Check-out procedures;f) Visitor management;g) Control of noise and antisocial behavior, including a displayed Code of Conduct within each unit;h) Complaints Management;i) Property Management & Record Keeping; andj) Vehicle management including use of allocated bays, all guest and visitor parking is to be contained within the site, right turn off Duke Street when entering the site and left turn onto Duke Street when leaving the site, and use of low beam headlights within and when leaving the site.
3.16	<p>A Waste Management Plan. The plan shall include specifications of the methods, facilities and management measures to be put in place for the storage, collection and disposal/collection of waste and rubbish generated by the development, providing for the provision of rubbish bin collection from Ford Rd rather than Duke St.</p>
3.17	<p>Satisfactory arrangements shall be made with the City to provide public art works within the development. This entails compliance with the Percent for Art provisions of the City's <i>Development Contribution Policy</i> via appropriate works up to a minimum value of 1% of the Estimated Cost of Development ("ECD"). Where the value of on-site works is less than 1% of the ECD, a payment sufficient to bring the total contribution to 1% of the ECD is required.</p>
4.	<p>The development hereby approved, or any works required to implement the development, shall not commence until the following contributions have been paid to the City:</p> <ul style="list-style-type: none">4.1 A contribution of \$5,336.23 towards Road Network Upgrading in the Geographe precinct.4.2 A contribution of \$8,757 towards community facilities in the Geographe precinct.
	<p>PRIOR TO OCCUPATION/USE OF THE DEVELOPMENT CONDITIONS:</p>
5.	<p>The development hereby approved shall not be occupied, or used, until all plans, details or works required by Condition(s) 2 and 3 have been implemented; and/or the following conditions have been complied with:</p> <ul style="list-style-type: none">5.7 Crossovers located and constructed to the City's specifications.5.8 The redundant vehicle crossover is to be removed, the verge reinstated with grass or landscaping and footpath reinstated to the specifications of the City. Crossovers located and constructed to the City's specifications.

- 5.9 All pedestrian accessway(s) being constructed and drained at the developer's cost.
- 5.10 All vehicle parking, access ways, footpaths and external lighting shall be constructed to a minimum standard in accordance with the Australian Standard for Parking Facilities - Off-Street Car Parking (AS 2890.1) and shall be developed in the form and layout depicted on the approved plans to the satisfaction of the City.
- 5.11 Accessible car parking and access shall be provided and designed in accordance with the Australian Standard for Parking Facilities - Off-Street Car Parking for people with disabilities (AS 2890.6).
- 5.12 Landscaping and reticulation shall be implemented in accordance with the approved Landscape Plan and shall thereafter be maintained to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.

ON-GOING CONDITIONS:

- 6. The works undertaken to satisfy Condition(s) 2, 3 and 5 shall be subsequently maintained for the life of the development and the following conditions shall be complied with:
 - 6.7 The use hereby approved shall at all times comply with the definition of Tourist Accommodation as provided in Schedule 1 of the City of Busselton *Local Planning Scheme No. 21*, as follows:

"Tourist Accommodation" means single occupancy accommodation units, which may be self-contained and may include associated central facilities for the exclusive use of guests, and includes serviced apartments.
 - 6.8 The maximum number of guests occupying the Tourist Accommodation hereby approved shall be 72 guests at any one time, with no more than eight (8) people to occupy each accommodation unit at any one time.
 - 6.9 The Tourist Accommodation hereby approved is to be made available for temporary accommodation purposes only and shall not be occupied by any one person or family or group of persons (two persons or more) for a period exceeding 3 months (consecutively or cumulatively) within any 12 month period.
 - 6.10 External fixtures, including but not restricted to air-conditioning units, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be integrated into the design of the building, located and/or screened such that they are not visible from the primary street, secondary street and to protect the visual amenity of neighbouring properties.
 - 6.11 Landscaping and reticulation shall be maintained in accordance with the approved Landscaping Plan to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.
 - 6.12 Vehicular entry gates shall be a minimum 50% visually permeable and not obstruct vehicle sight lines or maneuvering.

LOST 3/5

FOR: CR CARTER, CR HENLEY, CR PAINE

AGAINST: CR COX, CR RICHARDS, CR RICCELLI, CR LOVE, CR RYAN

Prior to the meeting, Cr Riccelli foreshadowed a motion that was different to the officer recommendation. In accordance with clause 10.18(6) of the City of Busselton *Standing Orders Local Law 2018*, it was taken to be alternative recommendation. There was opposition and debate ensued.

SUBSTANTIVE MOTION**C2304/074**

Moved Councillor S Riccelli, seconded Councillor M Love

That the Council determines:

- a) That consideration of application DA22/0754 submitted for development of Extension to Non-Conforming Use – Tourist Accommodation (Caretakers Dwelling and Nine Accommodation Units) on Lot 50 (No. 40) Ford Road, Busselton, be deferred pending the applicant's consideration of design changes and conditions as set out below.
- b) Amended plans providing for the provision of embayed parking bays on Ford Rd to accommodate Charter Buses and Taxis (i.e. drop off/pick up zone)
- c) Amended plans providing for the provision of rubbish bin collection from Ford Rd rather than Duke St.
- d) Amended plans providing for a left-hand turn only on Duke Street, directing traffic to Ford Road.
- e) Amended plans providing for reduction of built form and scale in line with what would be permissible if there was NO non-conforming use right i.e. Holiday Homes in the form of 9 grouped dwellings providing for a maximum of 54 occupants and capped at 6 occupants per dwelling.
- f) The Tourist Accommodation Management Plan addressing, in addition to matters identified in the Officer Recommendation, the management of overflow parking and
 - 1) Signage at entrance of property with onsite managers contact details, inclusive of after-hours and weekend contact details;
 - 2) Control of noise and antisocial behaviour, including a displayed Code of Conduct within each unit;
 - 3) Complaints Management;
 - 4) Property Management & Record Keeping; and
 - 5) Vehicle management including use of allocated bays, all guest and visitor parking is to be contained within the site, right turn off Duke Street when entering the site and left turn onto Duke Street when leaving the site, and use of low beam headlights within and when leaving the site.

During debate, Cr Paine moved the following amendment to the substantive motion.

AMENDMENT 1

Moved Councillor R Paine

Amend the substantive motion to delete part (e).

LAPSED

FOR WANT OF A SECONDER

Debate continued on the substantive motion. Cr Henley moved the following amendment to the substantive motion.

AMENDMENT 2

C2304/075 Moved Councillor G Henley, seconded Councillor R Paine

Amend part (a) to include 'for one month', to read:

- a) That consideration of application DA22/0754 submitted for development of Extension to Non-Conforming Use – Tourist Accommodation (Caretakers Dwelling and Nine Accommodation Units) on Lot 50 (No. 40) Ford Road, Busselton, be deferred for one month pending the applicant's consideration of design changes and conditions as set out below.

CARRIED 7/1

**FOR: CR HENLEY, CR PAINE, CR RICHARDS, CR CARTER
CR COX, CR LOVE, CR RICCELLI**

AGAINST: CR RYAN

The substantive motion as amended was carried.

COUNCIL DECISION

C2304/076 Moved Councillor S Riccelli, seconded Councillor M Love

That the Council determines:

- a) That consideration of application DA22/0754 submitted for development of Extension to Non-Conforming Use – Tourist Accommodation (Caretakers Dwelling and Nine Accommodation Units) on Lot 50 (No. 40) Ford Road, Busselton, be deferred for one month pending the applicant's consideration of design changes and conditions as set out below.
- b) Amended plans providing for the provision of embayed parking bays on Ford Rd to accommodate Charter Buses and Taxis (i.e. drop off/pick up zone)
- c) Amended plans providing for the provision of rubbish bin collection from Ford Rd rather than Duke St.
- d) Amended plans providing for a left-hand turn only on Duke Street, directing traffic to Ford Road.
- e) Amended plans providing for reduction of built form and scale in line with what would be permissible if there was NO non-conforming use right i.e. Holiday Homes in the form of 9 grouped dwellings providing for a maximum of 54 occupants and capped at 6 occupants per dwelling.
- f) The Tourist Accommodation Management Plan addressing, in addition to matters identified in the Officer Recommendation, the management of overflow parking and
 - 1) Signage at entrance of property with onsite managers contact details, inclusive of after-hours and weekend contact details;

- 2) **Control of noise and antisocial behaviour, including a displayed Code of Conduct within each unit;**
- 3) **Complaints Management;**
- 4) **Property Management & Record Keeping; and**
- 5) **Vehicle management including use of allocated bays, all guest and visitor parking is to be contained within the site, right turn off Duke Street when entering the site and left turn onto Duke Street when leaving the site, and use of low beam headlights within and when leaving the site.**

CARRIED 7/1

**FOR: CR HENLEY, CR PAINE, CR RICHARDS, CR CARTER,
CR COX, CR LOVE, CR RICCELLI**

AGAINST: CR RYAN

OFFICER RECOMMENDATION

That the Council determines:

- A. That application DA22/0754 submitted for development of Extension to Non-Conforming Use – Tourist Accommodation (Caretakers Dwelling and Nine Accommodation Units) on Lot 50 (No. 40) Ford Road, Busselton, is considered by the Council to be generally consistent with Local Planning Scheme No. 21 and the objectives of the zone within which it is located.
- B. That Development Approval is granted for the proposal referred to in (A) above subject to the following conditions:

GENERAL CONDITIONS:

1. The development hereby approved shall be substantially commenced within two years of the date of this decision notice.
2. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the City.

PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:

3. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and have been approved in writing:
 - 3.1 Plans that satisfactorily address the following required design changes and as may be indicated in red on the Approved Development Plan(s):
 - Removal of northern facing balconies to Units 3 and 4;
 - Removal of proposed footpath along Duke Street; and
 - Provision of fencing to all adjoining properties to a minimum height of 1.8m.
 - 3.2 Details of the finished treatment of all hard surfaced areas to be used for the construction of the parking and maneuvering areas as shown on the Approved Development Plans.
 - 3.3 Details of stormwater and surface water drainage. Stormwater to be retained for use and/or infiltration within the lot at a rate of 1m³ per 40m² of roofed and impervious area.

- 3.4 Lighting Plan which shall include all awnings, parking areas, footpaths and areas accessible to the public and be consistent with the requirements of Australian Standard AS 4282—2019, *Control of the obtrusive effects of outdoor lighting*.
- 3.5 Details of the proposed bin storage areas including, but not limited to, the design and the materials to be used in their construction.
- 3.6 Details of the proposed bicycle parking and end of trip facilities, designed in accordance with the Australian Standard for Parking facilities – Bicycle parking (AS2890.3-2015). The details shall include, as a minimum, the location, design and materials to be used in their construction.
- 3.7 A schedule of the final materials, finishes and colours, which shall be generally consistent with the approved plans. The schedule shall include details of the type of materials proposed to be used, including their colour and texture.
- 3.8 A final Landscaping Plan (LP). The LP shall include the following:
 - a. the location, number, size and species of all existing trees to be removed and / or retained;
 - b. proposed trees and shrubs, including calculations for the landscaping area;
 - c. any lawns to be established;
 - d. those areas to be reticulated or irrigated;
 - e. the location, design and materials of any proposed fencing to be installed;
 - f. verge treatments, including hard and soft landscaping treatments; and
 - g. consideration of Designing Out Crime principles.
- 3.9 Details related to the removal of a maximum of one street tree located within the proposed crossover of Lot 50 within the Duke Street road reserve. The street tree is to be relocated or replaced at the applicant's cost in a suitable location within the verge adjacent to Lot 50 to the satisfaction of the City prior to commencement of development. The remaining street trees shall be maintained and protected to the satisfaction of the City.
- 3.10 A Tree Protection Plan (TPP) for the trees identified on the approved plans to be retained on the site and adjoining road reserves. The TPP shall include an Arboricultural Report to address measures to be adopted to ensure the ongoing protection of the identified trees. The Tree Protection Plan shall be implemented before any of the substantive development is commenced and shall be retained throughout the development period until such time as all equipment, machinery and surplus materials have been removed from the site. Within the areas so fenced, nothing shall be stored or placed, and the ground levels shall not be altered.
- 3.11 A Construction Management Plan. The Construction Management Plan should address the following issues, where applicable:
 - a) public safety and amenity;
 - b) site plan and security;
 - c) contact details of essential site personnel, construction period and operating hours;
 - d) community information, consultation and complaints management Plan;
 - e) temporary realignment of pedestrian access ways (including crossing points and lighting);

- f) noise, vibration, air and dust management;
 - g) dilapidation reports of nearby properties;
 - h) traffic, access and parking management;
 - i) waste management and materials re-use;
 - j) sanitary facilities;
 - k) earthworks, excavation, land retention/piling methods and associated matters;
 - l) stormwater and sediment control;
 - m) street tree management and protection;
 - n) management of asbestos removal;
 - o) any other matter deemed relevant by the City.
 - p) Construction works shall take place in accordance with the approved details at all times.
- 3.12 A Tourist Accommodation management plan addressing the management arrangements for the operation of the development.
- 3.13 A Waste Management Plan. The plan shall include specifications of the methods, facilities and management measures to be put in place for the storage, collection and disposal/collection of waste and rubbish generated by the development.
- 3.14 Satisfactory arrangements shall be made with the City to provide public art works within the development. This entails compliance with the Percent for Art provisions of the City's *Development Contribution Policy* via appropriate works up to a minimum value of 1% of the Estimated Cost of Development ("ECD"). Where the value of on- site works is less than 1% of the ECD, a payment sufficient to bring the total contribution to 1% of the ECD is required.
- 4 The development hereby approved, or any works required to implement the development, shall not commence until the following contributions have been paid to the City:
- 4.1 A contribution of \$5,336.23 towards Road Network Upgrading in the Geographe precinct.
- 4.2 A contribution of \$8,757 towards community facilities in the Geographe precinct.

PRIOR TO OCCUPATION/USE OF THE DEVELOPMENT CONDITIONS:

5. The development hereby approved shall not be occupied, or used, until all plans, details or works required by Condition(s) 2 and 3 have been implemented; and/or the following conditions have been complied with:
- 5.1 Crossovers located and constructed to the City's specifications.
- 5.2 The redundant vehicle crossover is to be removed, the verge reinstated with grass or landscaping and footpath reinstated to the specifications of the City. Crossovers located and constructed to the City's specifications.
- 5.3 All pedestrian accessway(s) being constructed and drained at the developer's cost.
- 5.4 All vehicle parking, access ways, footpaths and external lighting shall be constructed to a minimum standard in accordance with the Australian Standard for Parking Facilities - Off-Street Car Parking (AS 2890.1) and shall be developed in the form and layout depicted on the approved plans to the satisfaction of the City.
- 5.5 Accessible car parking and access shall be provided and designed in accordance with the Australian Standard for Parking Facilities - Off-Street Car Parking for people with disabilities (AS 2890.6).

- 5.6 Landscaping and reticulation shall be implemented in accordance with the approved Landscape Plan and shall thereafter be maintained to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.

ON-GOING CONDITIONS:

6. The works undertaken to satisfy Condition(s) [INSERT CONDITION NOS] shall be subsequently maintained for the life of the development and the following conditions shall be complied with:

- 6.1 The use hereby approved shall at all times comply with the definition of Tourist Accommodation as provided in Schedule 1 of the City of Busselton *Local Planning Scheme No. 21*, as follows:

"Tourist Accommodation" means single occupancy accommodation units, which may be self-contained and may include associated central facilities for the exclusive use of guests, and includes serviced apartments.

- 6.2 The maximum number of guests occupying the Tourist Accommodation hereby approved shall be 72 guests at any one time, with no more than eight (8) people to occupy each accommodation unit at any one time.
- 6.2 The Tourist Accommodation hereby approved is to be made available for temporary accommodation purposes only and shall not be occupied by any one person or family or group of persons (two persons or more) for a period exceeding 3 months (consecutively or cumulatively) within any 12 month period.
- 6.3 External fixtures, including but not restricted to air-conditioning units, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be integrated into the design of the building, located and/or screened such that they are not visible from the primary street, secondary street and to protect the visual amenity of neighbouring properties.
- 6.4 Landscaping and reticulation shall be maintained in accordance with the approved Landscaping Plan to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.
- 6.5 Vehicular entry gates shall be a minimum 50% visually permeable and not obstruct vehicle sight lines or manoeuvring.

EXECUTIVE SUMMARY

The City has received a development application proposing an "Extension to Non-Conforming Use – Tourist Accommodation (Caretaker's Dwelling and Nine Accommodation Units)" on Lot 50 (No. 40) Ford Road, Busselton ("the Site"). Due to the nature of the issues requiring consideration and the level of community interest, the application is being presented to Council for determination, rather than being determined by City officers acting under delegated authority.

Having considered the application, including submissions received, City officers consider that the proposed development is generally consistent with the *City of Busselton Local Planning Scheme No. 21* ("Scheme") and the broader, relevant planning framework, and it is recommended for approval subject to conditions.

BACKGROUND

The Council is asked to consider a development application for a proposed “Extension to Non-Conforming Use – Tourist Accommodation (Caretaker’s Dwelling and Nine Accommodation Units)” on Lot 50 (No. 40) Ford Road, Busselton (“the Site”).

Key information regarding the application is set out below:

1. **Landowner:** DC & MM PTY LTD
2. **Applicant:** DMG Architects
3. **Site Area:** 3092m²
4. **General description of the site:** Lot 50 (No. 40) Ford Road, Busselton (“the Site”) was formally described as Lots 15, 16 and 17 corner Duke Street and Ford Road, Busselton.

The Site is a corner lot, bounded by Ford Road to the east and Duke Street to the south. The Site is zoned ‘Residential’ under the *Scheme* with a density coding of R30. Adjoining properties to the north and west are similarly zoned ‘Residential’ and R30. A location plan is provided in Attachment A.

5. **Current development/use:** The existing development comprises five short stay units and a caretaker’s residence with a single crossover that provides vehicle access to the site from Ford Road.

There are two historical development approvals for the site, to utilise the land for the purpose of short-term accommodation. The first approval for short-term accommodation was granted in 1979 to the Country Women’s Association of Australia (CWA). The second approval to develop additional holiday units and a caretaker’s residence was granted in 1993. The CWA continued to use the land for short-term accommodation until the land was sold in January 2020. The current landowner acquired the land from the CWA, and has continued to enjoy the use of the land for short-term accommodation to the present day. Documents associated with the earlier approvals are provided as Attachment B.

6. **Applicable Zoning and Special Control Area designations:** The Site is located within the Residential zone, and not affected by any Special Control Area designations.
7. **Land-use Permissibility:** Pursuant to the *City of Busselton Local Planning Scheme No. 21* (“Scheme”), the site is zoned ‘Residential’. Under the zoning table ‘Tourist Accommodation’ on land within the Residential zone is an ‘X’ use, meaning a use that is not permitted by the Scheme.

However, the land enjoys non-conforming use rights which enables the landowner the continued use of the land for short-term accommodation purposes. The non-conforming use rights are established by previous approvals granted on the land, which is described in more detail later in this report.

Under the current planning framework the City considers that the continued use of the land for short-term accommodation would fall within a ‘Tourist Accommodation’ use class. Tourist Accommodation is defined as –

means single occupancy accommodation units, which may be self-contained and may include associated central facilities for the exclusive use of guests, and includes serviced apartments.

8. **Brief description of the proposed development:** On 25 October 2022 the applicant lodged an application with the City seeking development approval for an “Extension to Non-Conforming Use – Tourist Accommodation (Caretaker’s Dwelling and Nine Accommodation Units)”.

The proposal can be described as follows -

- (a) Demolish existing short stay accommodation units and caretakers dwelling;
- (b) Construct nine two storey accommodation units – each unit consists of:
 - a. Five bedrooms;
 - b. Three bathrooms;
 - c. Laundry facility;
 - d. Ground floor kitchen and living area;
 - e. Exclusive outdoor living area being nine ground floor courtyards; and
 - f. Upper floor kitchenette, living area and balcony;
- (c) The nine accommodation units are proposed to be occupied on short-stay basis, as an extension to a non-conforming use for ‘Tourist Accommodation’ use class;
- (d) One accommodation unit (Unit 9) designed in accordance with NDIS Specialist Disability Accommodation Design Standard;
- (e) Caretaker’s dwelling which consists of:
 - a. Located on the first-floor level, above reception, office and laundry;
 - b. One bedroom;
 - c. One bathroom;
 - d. Laundry facility; and
 - e. Kitchen and living area;
- (f) Caretaker’s dwelling and accommodation units are all accessed via an internal driveway and orientated as described:
 - Units 5 – 9 are orientated towards Ford Road;
 - Units 1 and 2, and Caretaker’s Dwelling are orientated towards Duke Street;
 - Units 3 and 4 are orientated towards adjoining residential properties;
- (g) Total of 32 onsite car parking bays including:
 - 4 visitor bays;
 - 1 accessible bay; and
 - 1 staff parking bay;
- (h) Bin storage area;
- (i) Pedestrian access;
- (j) Office, reception and laundry facility;
- (k) Vehicle access to the site from Duke Street.

The originally submitted plans are provided as Attachment C.

The application was referred to adjoining landowners and occupiers for comment in November 2022.

Information about submissions received is set out in the Stakeholder Consultation section of this report.

In response to the submissions received and discussion with City officers, the applicant opted to review the proposal and submitted revised plans in March 2023 (see Attachment D). The original plans have been superseded and it is the revised plans which are being considered for the purposes of this assessment.

The revised plans include the following changes:

- (a) Site plan amended:
 - i. Siting of Accommodation Units 3 and 4 – western side lot boundary setback increased from 2.2m to 4.95m;
 - ii. Siting of Accommodation Units 1 and 2 – western side lot boundary setback reduced from 2.4m to 2.3m; and
- (b) Total number of *Agonis flexuosa* (WA Peppermint Trees) to be removed reduced from seven to three, which includes two specimens within the site and one specimen within the Duke Street road reserve;
- (c) Balcony removed from southern aspect of Accommodation Unit 9;
- (d) Verge parking within the Ford Road and Duke Street road reserves removed;
- (e) Minor redesign of internal driveway to retain existing vegetation;
- (f) Minor amendments to car parking design (total number of bays unchanged);
- (g) Minor amendments to pedestrian footpaths and crossings added;
- (h) Added provision for bicycle parking facilities;
- (i) New concrete footpath extending along the Duke Street road reserve and connecting into existing footpath adjacent the Ford Road and Duke Street intersection.
- (j) Permanent screening (fixed louvres) to a minimum 1.6m above finished floor level added to northern aspect of Accommodation Units 3 and 4 balconies to restrict views within the cone of vision to adjoining residential property(s);
- (k) Delineated courtyard areas adjacent internal driveway removed; and
- (l) Design changes to the ground floor level of Accommodation Unit 9 to comply with NDIS Specialist Disability Accommodation Design Standard.

OFFICER COMMENT

The proposal has been assessed against relevant requirements of the Scheme. The following matters have been identified as key considerations for the determination of this application and are discussed further below -

- Non-conforming use rights;
- The built form of the proposed development;
- Other amenity considerations;
- Traffic and transport considerations; and
- Environmental considerations.

Each of these matters is outlined and discussed under the sub-headings below.

Non-conforming use rights

Under the *Planning and Development Act 2005*, the term non-conforming use is defined as follows –

a use of land which, though lawful immediately before the coming into operation of a planning scheme or amendment to a planning scheme, is not in conformity with a provision of that scheme which deals with a matter specified in Schedule 7 clause 6 or 7.

Clause 3.10 of the Scheme preserves non-conforming use rights, setting out, amongst other things –

Except as otherwise provided in the Scheme, no provision of the Scheme is to be taken to prevent –

- (a) the continued use of any land for the purpose for which it was being lawfully used immediately prior to the Gazettal date of the Scheme or an amendment to the Scheme (as the case may be)...*

Simply put, a non-conforming use is one that either did not require development approval or has lawfully received development approval in the past, but due to subsequent changes in the planning framework, would be a prohibited land use now, and no longer capable of receiving development approval if applied for today.

Clauses 3.12, 3.13 and 3.14 of the Scheme set out the circumstances in which a non-conforming use right may be lost, setting out, amongst other things –

3.12 DISCONTINUANCE OF NON-CONFORMING USE

3.12.1 Where a non-conforming use of any land has been discontinued for a period of 12 months the land must not be used after that period otherwise than in conformity with the provisions of the Scheme...

3.13 TERMINATION OF A NON-CONFORMING USE

The local government may effect the discontinuance of a non-conforming use by the purchase of the land, or by the payment of compensation to the owner or occupier or to both the owner and occupier of that land, and may enter into an agreement with the owner for that purpose.

3.14 DESTRUCTION OF NON-CONFORMING USE BUILDINGS

If a building used for a non-conforming use is destroyed to 75% or more of its value, the building is not to be repaired, rebuilt, altered or added to for the purpose of being used for a non-conforming use or in a manner not permitted by the Scheme, except with the development approval of the local government.

It is considered clear that, in this case, the current land-use is a prohibited land use in the Zone in which it is located, and has been so since 1999. It is also considered clear, however, that the land use was lawful in 1999 and has continued without interruption since that time. As such, it is also considered clear that non-conforming use rights exist, and that the use can lawfully continue unless and until one or more of the circumstances in clauses 3.12-3.14 arises.

It is noted that there is no ‘register’ of non-conforming uses. Non-conforming uses arise, continue and/or cease as and when the conditions set out in the Scheme arise ‘automatically’. If there is a difference of view as to whether non-conforming use rights exist and they could not be resolved through discussion between the parties (being the City and the landowner), resolution would occur through court or tribunal processes. In this case, however, there is not seen to be any doubt that non-conforming use rights exist.

Pursuant to clause 3.11 of the Scheme, non-conforming use rights, as well as allowing the continuation of the use, also entail a right to apply to alter, extend or change the development.

That can involve the physical alteration or extension of the non-conforming use (note that, in this sense, 'extension' is related to a physical or spatial extension, and not a temporal extension, allowing the use to continue into the future, as that temporal extension is already established by clause 3.10), and it can also involve a change from the current to a different non-conforming use. Clause 3.11 is as follows –

3.11 EXTENSIONS AND CHANGES TO A NON-CONFORMING USE

3.11.1 Subject to the other provisions of this clause 3.11, a person must not –

(a) alter or extend a non-conforming use;

(b) erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or

(c) change the use of land from a non-conforming use to another non-conforming use, without first having applied for and obtained development approval under the Scheme.

3.11.2 An application for development approval under this clause is to be advertised in accordance with clause 64 of the Deemed Provisions.

3.11.3 Where an application is for a change of use from an existing non-conforming use to another non-conforming use, the local government is not to grant its development approval unless the proposed use is less detrimental to the amenity of the locality than the existing non-conforming use and is, in the opinion of the local government, closer to the intended purpose of the zone.

Clause 3.11.1 establishes two key things. Firstly, that exemptions from the need to obtain development approval that may otherwise apply do not apply – i.e. development approval is required for all development that is non-conforming. Secondly, that an application can be made to alter or extend the use, or buildings associated with that use, and also that a change can be made from one non-conforming use to another non-conforming use. Note, however, that as no change of use is proposed, clause 3.11.1 (c) is not relevant to consideration of this application.

Clause 3.11.2 establishes that any application to alter, extend or change a non-conforming must be advertised prior to determination. As noted elsewhere in this report, the application has been advertised.

Clause 3.11.3 then establishes that, where a change from the existing non-conforming use to a different but still non-conforming use is proposed, the local government must not grant approval unless it considers that the new use is less detrimental to the amenity of the locality and closer to the intended purpose of the Zone than the existing use. As no change of use is proposed, however, clause 3.11.3 is not relevant to consideration of this application.

The Scheme does not provide any further specific guidance regarding consideration of applications to extend a non-conforming use. There is also not much in the way of directly relevant case law that could guide decisions relating to a proposal to extend a non-conforming use. Case law examination does also not lead to identification of any clear principles or tests that should be applied. An examination of case law, however, results in the following key observations about consideration of applications to extend a non-conforming use –

1. Non-conforming use rights are to be characterized liberally;
2. There needs to be a balance between the rights of landowners to obtain the full benefit of their non-conforming use rights vs the rights of the planning authority to enforce the objectives of the planning framework; and
3. The considerations set out in clause 67 (2) of the Deemed Provisions ('matters to be considered') are relevant.

In essence, what is required to determine the application is an assessment of the potential impacts of the development against the relevant matters to be considered, with one of the most significant being the objectives of the Zone. Those objectives are as follows –

- a. *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- b. *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- c. *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

Also significant as matters to be considered are those that relate to amenity and the compatibility of the proposed development with the character of the locality.

In considering the proposal in the context of those particular matters to be considered, it is noted that objective (c) of the Zone does not preclude non-residential uses, and in fact a variety of non-residential uses are permissible in the Residential Zone. That includes holiday homes, child care premises and medical centres. In simple terms, the objectives of the Residential Zone cannot be applied on the basis that only residential uses are appropriate.

In the particular case of this application, it is also possible and relevant to consider the proposal relative to the most likely alternative redevelopment option for the site. It is considered that the most likely alternative is grouped dwelling development – either for long stay/residential purposes only, or potentially for either long stay/residential or short stay/tourism purposes (i.e. as holiday homes). Development of either kind would involve assessment against the R-Codes, noting that the R-Codes provide extensive and often quite detailed guidance around built form (in terms of things like setbacks, overshadowing or overlooking). A proposal that was exactly the same in built form terms, and in terms of actual land use intent, but was instead proposed to be approved as grouped dwellings to be used as holiday homes would, in fact, not be non-conforming, it would be conforming development, other than with respect to the proposed caretaker's dwelling, and the proposal to accommodate more than 6 guests in each of the proposed units.

It is considered reasonable and correct to assess the application in comparison with the that alternative redevelopment option, and to determine that, if a particular aspect of the development is consistent with and appropriate from an R-Codes perspective then, unless there is a clear reason why the requirements should be different for this development, the same requirements can be applied to assessment of this application. The remainder of this section of the report therefore looks to assess the proposal in substantial part with reference to how the proposal would be assessed if the same built form were proposed, but as grouped dwellings with the option of being used as holiday homes, rather than as Tourist Accommodation.

The built form of the proposed development

As explained above, there are no principles specifically relevant to a proposal to extend a non-conforming use, and consideration is required to be given to a potentially wide range of relevant matters. Given the above, it is noted that 'Holiday Home (Multiple/Grouped Dwelling)' is defined by the Scheme as follows -

means a grouped dwelling or multiple dwelling, which may also be used for short stay accommodation for hire or reward for no more than six people (but does not include a bed and breakfast, chalet, guesthouse, rural tourist accommodation or tourist accommodation).

The policy implications for consideration of the development of holiday homes across the whole of the City are set out in Local Planning Policy 4.1 Holiday Homes. Applying the key policy provisions relevant to a 'Holiday Home (Multiple/Grouped Dwelling)', the development would satisfy all relevant 'deemed-to-comply' requirements including location, utility servicing, car parking and dwelling design. In terms of density, the proponent could apply for nine grouped dwellings to be used as holiday homes.

A number of concerns were also expressed by residents in relation to the building height and built form of the development, which they considered to be an overdevelopment of the site and inconsistent with the 'residential' character of the locality.

Building height controls for the site are established by cl 4.8(b) of the Scheme - Height of Buildings. The proposed building height complies with the development standards, by virtue of the development not exceeding a maximum height of approximately 7.5m above natural ground level.

The site is also subject of the R30 residential density coding under the Scheme. An assessment of the proposal against the deemed-to-comply provisions of the R-Codes found that the development is largely compliant in terms of setbacks, open space, street surveillance and visual privacy. Discretion is required for minor setback variations to the northern and western aspects of the proposal, however the development demonstrates compliance with the relevant design principles, and meets deemed-to-comply controls in terms of overshadowing, privacy and building bulk. Officers are of the opinion that the proposal is fundamentally consistent with relevant development standards and design elements of the density coding.

The original proposal, however, did not satisfy the deemed-to-comply provisions of Part 5.4.1, with balconies to Accommodation Units 3 and 4 overlooking adjoining residential properties, specifically 148 and 150 Adelaide Street.

In response to the submissions received and discussion with City officers, the applicant opted to review the proposal and submitted revised plans in March 2023. The amended plans provided permanent screening to the balconies to restrict views within the cone of vision to the adjoining residential properties, and satisfy the deemed-to-comply provisions of Part 5.4.1 of the Codes in relation to visual privacy.

However, the City has concerns that the balconies have the potential to adversely impact the amenity of adjoining properties to the north. Whilst the permanent screening restricts overlooking to adjoining residential properties, the increased reflection of the screening treatments may result in amplification of noise and other disturbances. It is also considered that short stay guests may utilise the balcony areas more frequently than if the developments were permanent occupied. On this basis, it is the City's position that the balconies of Accommodation Units 3 and 4 should be removed from the proposed development and a condition has been recommended requiring amended plans that show the balconies deleted.

Other amenity considerations

As with built form, comparison with an equivalent proposal that involved grouped dwellings proposed to be used as holiday homes is also instructive in relation to other amenity considerations. Such a development could accommodate up to 54 short stay guests on the site at any one time. That is less than the 90 guests proposed by the applicant, however, there would be no requirement to provide a caretaker's dwelling or any form of onsite management. If the dwellings were not being used as holiday homes, however, maximum occupancy per dwelling would not be capped – although in practice it seems unlikely there would be more than 54 people on the site at any given time, and the likely number would be somewhat lower.

Under the City of Busselton *Holiday Homes Local Law 2012*, holiday homes must be registered and a manager nominated. Multiple managers may be appointed to undertake the functions and management of premises within a unit complex, and some units could be occupied on a permanent/residential basis, whilst others were being used for short stay purposes.

The proposed development provides a caretaker's dwelling. The role and benefit of a caretaker in a tourist accommodation development can be significant. A caretaker is responsible for the management of the premises, ensuring that the property is maintained, and daily operations undertaken.

Onsite management also provides greater confidence that the behaviour of guests is in alignment with the facility's controls in terms of control of noise, security and anti-social behaviour, as the manager will have an incentive to manage behaviour of guests in each unit, as their behaviour could impact on the amenity of guests in the other units.

It should also be noted that there are a range of locations across the City where tourism development adjoins residential development, as well as over 1,000 holiday homes, most of which adjoin or are very close to residential properties. Whilst the behaviour of guests in dedicated short stay developments can sometimes be problematic for nearby residents, the City's experience suggests that it is less problematic than for holiday homes in residential areas.

Notwithstanding the above, it is considered appropriate that a management plan be prepared, and that the total number of guests on site at any one time be capped at a lower number than the proposed maximum occupancy of 90 guests. A cap of 72 guests overall, equivalent to an average of 8 guests per unit is proposed. That is more than would ordinarily be allowed for a grouped dwelling being used as a holiday home (i.e. 6), but recognises that the units are larger than would typically be expected for a grouped dwelling and there will be more active management, but it is also substantially less than the maximum allowed for a Single House being used as a holiday home (i.e. 12). Conditions consistent with this form part of the officer recommendation.

Traffic and transport considerations

A number of concerns were raised by residents in the locality regarding the proposed vehicle access location on Duke Street, specifically concerns in relation to pedestrian safety, increased vehicle movements associated with the tourist use and negative impact to the amenity of the area. The preference of submitters was for the vehicle access location to remain in its current location on Ford Road.

It is important to note that since the original Council approval was granted in 1979, the planning framework has changed considerably. Provisions and standards relating to vehicle access have developed over time so as to protect vehicle and pedestrian safety, minimise the number of crossovers and reduce impacts to the streetscape. Under the current planning framework, in areas zoned Residential, the relevant provisions of the following instruments would be considered in assessing vehicle access to a proposed development -

- Part 5.3.5 of the R-Codes Vehicular Access; and
- AS 2890 Parking Facilities.

Both the R-Codes and AS2890 prohibit access close to and opposite intersections, and the current access is within a prohibited location as defined by AS2890 and not compliant. The local government cannot reasonably override a prohibition in a Standard and cannot approve an access for new development in the current location. The applicant has submitted a Traffic Impact Statement (TIS) report in support of the proposal, which concludes that the existing road and access conditions are suitable to cater for the additional traffic generated by the proposed development. A copy of the report is at Attachment E.

The City commissioned a peer review of the TIS which also concludes that the proposed access is acceptable and agrees that the current access on Ford Road does not comply with the Australian Standards and within the prohibition area. A copy of the peer review is provided at Attachment F.

The option of moving the crossover to the northern boundary of the site fronting Ford Road has also been considered. Amongst other things, though, it is considered that would have significant amenity impacts on the dwelling immediately to the north, as it would entail a driveway immediately adjacent to the boundary and in close proximity to the dwelling itself.

Environmental considerations

The original submission proposed a total of seven *Agonis flexuosa* (WA Peppermint Trees) to be removed. The revised plans, submitted in March 2023 reduced the extent of clearing reduced to three *Agonis flexuosa* (WA Peppermint Trees), which includes two specimens within the site and one specimen within the Duke Street road reserve.

It is considered that, with the changes made, the development has been designed to maximum retention of quality trees and substantial replanting is proposed as 'offsets' for the three trees proposed to be removed.

Statutory Environment

The key statutory environment is set out in the City of Busselton *Local Planning Scheme No. 21* ("Scheme"), the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), Schedule 2 of which is the 'deemed provisions', which also functionally form part of the *Scheme*. The key aspects of the Scheme and Regulations relevant to consideration of the application are set out below.

Pursuant to the *City of Busselton Local Planning Scheme No. 21* ("Scheme"), the site is zoned 'Residential'. Under the zoning table a 'Tourist Accommodation' on land within a Residential zone is an 'X' use, meaning a use that is not permitted by the *Scheme*.

However, the land currently enjoys non-conforming use rights for 'Holiday Units' or 'Short Stay Units'. Under the current planning framework the non-conforming use rights would fall within a 'Tourist Accommodation' use class. The history of the short stay use that arrived to this result is as follows -

- In March 1979, Council resolved to recommend approval for "Proposed Holiday Units – Lots 15, 16 and 17 Corner Duke Street and Ford Road East Busselton" under Interim Development Order No. 2.
- In February 1983, the *Shire of Busselton Town Planning Scheme No. 5* (TPS5) was gazetted. Pursuant to TPS5, the site was zoned 'Short Stay Residential'. Under TPS5 cl 3.2.4(a) "*no person shall within any Short Stay Residential Zone occupy a residential unit, chalet, caravan, camp or any other form of accommodation for more than a total of three months in any one twelve month period*".
- In September 1999, the *Shire of Busselton Town Planning Scheme No. 20* (TPS20) was gazetted. At the time of gazettal, the site was zoned 'Residential'. Under this zoning, 'Tourist Accommodation' was not permitted by the *Scheme*. The non-conforming use provisions of TPS20, however, provided that the existing use of the site was, nonetheless, lawful.

- Since approval was granted in 1979, the site has continued to be lawfully used as ‘Tourist Accommodation’ and its non-conforming use rights were maintained when the *City of Busselton Local Planning Scheme No. 21* (“Scheme”) was gazetted in October 2014. Pursuant to cl 3.11 of the *Scheme*, the applicants have sought approval to extend the non-conforming ‘Tourist Accommodation’ use class on the land.

Matters to be considered

In considering the application, the Council needs to consider the ‘matters to be considered’ set out in clause 67 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, particularly relevant considerations in relation to this application are the following –

- (a) *the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) *the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;...*
- (m) *the compatibility of the development with its setting, including –*
 - (i) *the compatibility of the development with the desired future character of its setting; and*
 - (ii) *the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) *the amenity of the locality including the following –*
 - (i) *environmental impacts of the development;*
 - (ii) *the character of the locality;*
 - (iii) *social impacts of the development;...*

Relevant Plans and Policies

Relevant plans and policies must be given due regard in assessing the application, but cannot and do not bind the local government in determining an application for development approval. The key policy implications for consideration are set out in the following policy documents:

Local Planning Policy 2.1 – Car Parking

Provides guidance on car parking and bicycle requirements for new development. The Policy does not define minimum car parking standards for ‘Tourist Accommodation’. According to the merits of the proposed development, the City has considered the minimum car parking standards for a ‘Chalet’ development are relevant in this instance.

For ‘Chalets’ the Policy requires one bay per unit plus one visitor bay for every four units. The proposal provides 26 bays plus 4 visitor parking bays for the nine accommodation units. In addition, one staff parking bay is allocated to the caretaker’s dwelling plus one accessible bay is provided. Allowance for bicycle parking has been included in the proposal. The City considers that the total 32 car parking bays and provision for bicycle parking satisfies the requirements of the Policy.

Local Planning Policy 3.01 Reflective Building Materials

Provides guidance on the control reflective building materials to protect the visual amenity of residential living environments. A condition requiring nominated colours has been recommended.

Local Planning Policy 4.4 Percent for Art

Provides guidance on the promotion of public art to enhance character and encourage cultural identity within the community. A condition requiring a percent for art contribution has been recommended.

Local Planning Policy 6.1 Stormwater Management

Provides guidance on the methods for achieving the safe and effective management of the quantity and quality of stormwater runoff.

Local Planning Policy 6.04 Roads, Footpath and Cycle Network Upgrading Contributions

The development proposes a footpath to be constructed within the Duke Street road reserve. The landowner is responsible for all costs associated with construction of the footpath, therefore a condition requiring a contribution towards footpath and cycle networking upgrading is not considered appropriate. A condition requiring a road network upgrading contribution has been recommended.

Financial Implications

There are no financial implications associated with the officer recommendation.

Stakeholder Consultation**Public Consultation**

Consultation on the proposed development was undertaken in the following manner:

- Letters sent directly to surrounding landowners and occupiers; and
- Two signs erected on the lot; and
- Development plans and information provided by the applicant were made available for public viewing on the City's website via 'Your Say'.

Consultation on the proposal commenced on the 30 November 2022 and concluded on 11 January 2023. A total of 37 public submissions were received. Of these submissions five were in support and 35 raised concerns with the development. A schedule of submissions is provided at Attachment G.

The key concerns raised in the submissions related to -

- Built form and scale
- Land-use
- Amenity
- Vehicle and pedestrian safety
- Visual privacy and overlooking to adjoining properties
- Environment and loss of vegetation
- Waste management
- Management of the development

Referrals/Consultation with Government/Service Agencies

- Department of Biodiversity, Conservation and Attractions (DBCA)

The City notes the comments received from DBCA in respect to the impact to vegetation which forms part of a fauna corridor that contains high quality Western Ringtail Possums (WRP) habitat.

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 key risk to the City is considered to be the potential reputational and environmental risk that may arise if the site is not managed in a manner consistent with the conditions of approval.

Options

As an alternative to the proposed recommendation the Council could -

1. Refuse the proposal, setting out reasons for doing so; or
2. Apply additional or different conditions.

CONCLUSION

Subject to appropriate conditions, the proposal is considered appropriate to support and accordingly is recommended for approval.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

The applicant and those who made a submission will be advised of the Council decision within two weeks of the Council meeting.



B10 Proposed Subdivision and Marina Development for Naturaliste
Developments Pty Ltd - East Busselton

1. Details of a proposed marina and subdivision of land in the East Busselton Scheme Area have been submitted for Council approval in principle.
2. Scheme documents (Scheme 9 - East Busselton) are yet to be finalized, hence consideration can only be given to the concept of a marina orientated residential development.
3. It is recommended that prior to Council adopting the concept, the matter be referred to the Public Works Department for comment on the feasibility of such a development.

B 11 Amendment 65 to Town Planning Scheme No. 1

1. The advertising period for the above amendment closed on the 15th December 1978 and no submissions were received.
2. The amendment proposes to extend the 'Business' zone in the Dunsborough commercial area.
3. It is recommended that the Town Planning Board and the Hon. Minister be advised that no submissions were received during the advertising period and council requests that the Hon. Minister grant her final approval.

B 12 Proposed Holiday Units - Lots 15, 16, 17 Corner Duke Street and
Ford Road - East Busselton

1. James Aris and Associates, Architects, have submitted plans for the development of 7 units on the above lots. The applicant seeks Council approval for the construction of 2 units (Stage 1)
2. The proposal does not comply with Council's Health Building and Planning requirements as,
 - a) Proposed Town Planning Scheme 5 requires a 7.5m x 10m screened courtyard at front and/or rear of each unit.
 - b) The three bedrooms containing a total of six beds (each unit) are too small. One main bedroom (2 beds) and two smaller rooms (1 bed each) is the maximum, given the house area.
3. The overall design is considered unimaginative and regimented. Diversity and interest could be achieved by staggering the units or locating them in different positions on the site.
4. Proposed Town Planning Scheme 5 requires a reticulated sewer connection for group residential. Approval to Stage 1 (2 units) will comply with single residential requirements. Stages 2 & 3 will require a sewer connection.
5. It is recommended that approval to Stage 1 be granted under Interim Development Order No. 2 subject to:
 - a) The issuing of a building license.

Handwritten signature

- 9 -

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B.10 Proposed Subdivision and Marina Development for Naturaliste
Developments Pty. Ltd. - East Busselton

Resolved to recommend that the proposal be approved in principle by
Council and referred to the Public Works Department for comment on
the feasibility of such development.

B.11 Amendment 65 to Town Planning Scheme No. 1

Resolved to recommend that the recommendation be adopted.

B.12 Proposed Holiday Units - Lots 15, 16 & 17 Corner Duke Street and
Ford Road, East Busselton

Resolved to recommend that the recommendation be adopted.

Date

7.3.79

MA

CHAIRMAN

Developments Pty. Ltd. - East Busseton
Resolved to recommend that the proposal be approved in principle by Council and referred to the Public Works Department for comment on the feasibility of such development.

B.11 Amendment 65 to Town Planning Scheme No. 1

Resolved to recommend that the recommendation be adopted.

B.12 Proposed Holiday Units - Lots 15, 16 & 17 Corner Duke Street and Ford Road, East Busseton

Resolved to recommend that the recommendation be adopted.

Date 7.3.79

CHAIRMAN

1. Details of a proposed marina and subdivision of land in the East Busseton Scheme Area have been submitted for Council approval in principle.

2. Scheme documents (Scheme 9 - East Busseton) are yet to be finalized, hence consideration can only be given to the concept of a marina orientated residential development.

3. It is recommended that prior to Council adopting the concept, the matter be referred to the Public Works Department for comment on the feasibility of such a development.

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5. It is recommended that approval to Stage 1 be granted under Interim Development Order No. 2 subject to:

a) The issuing of a building licence.

WAS

SHIRE OF BUSSELTON
BUILDING SURVEYOR'S OFFICE
FORM 2

Application Form No. 112 DATE 14/7/93

TO THE BUILDING SURVEYOR:

As the builder or person causing or directing the undermentioned work to be executed, I hereby apply for a building licence for same.

THE FOLLOWING ARE THE PARTICULARS OF THE PROPOSED WORK:

Ward East Urban Street Cnr Duke St & Ford Rd
Town Lot 50 Subdivision _____ House No. 183-187
New building to be used as 3 new short stay accommodation & one caretakers cottage
Additions and/or alterations to _____
The nature of the work is - Walls Rendered Brick Roof C/Bond C&G Floor Concrete Slab
Classification number sought by owner if not previously classified or if change is sought _____
Registered Builder Dalcon Constructions Pty Ltd Reg. No. 8230
Address 3 Griffiths St, PO Box 15 Rivervale Tel. No. 09 4721766 JIN FIONOMENI
Estimated Value \$ 320,000-00 CRISTINA WILHELM
018-933083
A/H 218712

DIMENSIONS OF BUILDING:
Size: Length 30.5/166 mm, Width 15.8/158 mm, Height 2.4 mm, Area 360 m²
Owner's Name CWA Address 1174 Hay St West Perth
Occupier's Name _____ Address _____
Signature of Person Giving Notice _____
(Please Print) Andrew Sullivan Address PO Box 7058 Cloisters Square
Perth 6850

Class No. 3551-365820-4
Assess No. A 1400
Plan _____
Building Fee 2% \$ 6400.00
Plan Sheet \$ _____
Applic. Fee \$ _____
Bond \$ _____
Crossovers \$ _____
Sundry \$ 640.00
TOTAL \$ 7040.00

Ownership	
Area	
S. & F.	
W.A.F.B.	
P. Health	
Site	
Surv. Peg	
Fipath	
Engineer	
H. Surv.	
Pl. Off	

Licence No. 4143 CD 24
Date Approved 6/8/93 Building Surveyor [Signature]

East Busseton
1st 50
Nº 183/187 Duke St
CWA Ford Rd
4143

**CLASSIFICATION CERTIFICATE
REQUIRED**

VG OK - 13-04-94
[Signature]

1 Invoice - OR RWA

\$2800 to pay.

RECEIVED 14-09-93
NO:

REMINDED LETTER SENT - 06-09-93.

Advised Plans ready 6/8/93

PROD. CODE 118119

6-90

16/9/93 T44 OK. a

20/9/93 P4MOK unan

22/9/93 P4M, in place for, no mshik, concrete joint between units 1+2 and unit 3+2. very poorly done. plastic short on edges, concrete thickened edge to be painted

26/10/93 phoned Andrew Sullivan - about licence.

4/12/93. meeting with Greg Simpson. Keith Brown but phoned and Jim Biglioneri about hold up on by Dept.

17/12/93 roof timbers up work in progress fixing out by O'Connell, send up to fence landscaping to be done

21/12/93 off. white colorbond. letter drafted.

10.1-94 Andrew Sullivan rang for architects. He will send letter.

15/3/94 completed.

15/3/94. Health O.K. (fencing to be completed
BIOCYCLE)

SHIRE OF BUSSELTON

SOUTHERN DRIVE, BUSSELTON, W.A. 6280

Telephone (097) 52 1011, Facsimile (097) 52 4958
Office Hours: Monday to Friday, 9am to 4pm
All Communications to the Shire Clerk
P.O. BOX 84, BUSSELTON, W.A. 6280



Our Ref: C.5.1/1036

Your Ref: Steve Thompson

Enquiries: Mr

May 4, 1993

Mr Andrew Sullivan
Donaldson Smith & Hooke
PO Box 7058 Cloisters Square
PERTH WA 6850

Dear Andrew

RE: PROPOSED 3 ADDITIONAL SHORT STAY UNITS & 1 CARETAKER'S UNIT - LOT 50
CNR DUKE ST & FORD RD, BUSSELTON

I refer to your Development Application regarding the above received March 15, 1993.

Approval to commence development is hereby granted under Town Planning Scheme No 5 subject to the following conditions:

1. All development being in accordance with the approved plan dated May 4, 1993.
2. The issue of a building licence and compliance with the Building Code of Australia.
3. The obtaining of a Certificate of Classification prior to the occupation of the development.
4. Compliance with all Health requirements.
5. The submission of the following details to Council prior to the issuing of a building licence:

- . Floor plan details of the existing 2 units
- . Drainage and effluent disposal details for all units
- . Details on the size of the proposed Aerobic Treatment Unit with estimates on maximum usage/volume to be catered for
- . Details on ventilation systems to proposed bathrooms, laundries and toilets

-2-

6. *The provision of clothes drying facilities to the satisfaction of the Principal Health Surveyor.*
7. *All units being connected to the Busselton Water Board's reticulated water system.*
8. *The colour of the roofing material being in accordance with Council's Planning Policy No 4 "Use of Reflective Building Materials". This requires the use of low reflective materials and not zincalume as outlined. Please indicate revised roofing material on building licence plans.*
9. *The submission of a landscape plan to Council's satisfaction prior to the issue of a building licence. This should outline planting species, paving areas, fencing, seating and associated details.*
10. *The implementation of the landscape plan prior to the issue of a Certificate of Classification.*
11. *Payment of the following contributions in accordance with Council's Policy on "Guidelines for all Developments other than Subdivisions" prior to the release of the building licence:*

<i>Traffic charge (\$100 per unit)</i>	<i>\$400</i>
<i>Vasse Diversion Drain (\$150 per unit)</i>	<i>\$600</i>
<i>Local Road Frontage of 51m (at \$36 per metre)</i>	<i>\$1836</i>
<i>Local drainage - all stormwater to be disposed of on-site in which no charges apply or if connecting with the local drainage system a cost of \$100/1000m² applies</i>	<i>\$309</i>
12. *Plans submitted with the building licence are to show finished floor levels and finished ground levels and details of stormwater and roof runoff disposal to the satisfaction of the Shire Engineer and Building Surveyor.*
13. *The provision of a 'hard stand area' for mobile rubbish bins to be indicated on the building licence plans in a location acceptable to Council and constructed prior to the occupation of the premises.*
14. *Compliance with the Holiday Accommodation Bylaws. This requires that no person occupy on-site accommodation for a period of greater than 3 months in any 12 month period.*

-3-

15. *All carparking bays and vehicle manoeuvring areas, including the driveway access, being bitumen sealed or brick paved, constructed, drained and marked out to Council's satisfaction.*
16. *Dimensions of carparking spaces to be not less than 2.5m by 5.5m with a 7m turning area.*
17. *Approval being obtained from the WA Fire Brigades Board. Documentary evidence of this approval to be provided to Council prior to the occupation of the premises.*
18. *The provision of a new fence to Council's satisfaction to replace the existing wooden fence on Lot 50's northern boundary. This is to be at cost to the owner/developer of this proposal.*

This approval is valid for 12 months, during which time a Building Licence should be obtained.

With regard to Condition 11, the contribution charges are the direct result of increased traffic and impact on services as a consequence of the proposed development.

With regard to Condition 18, Council seeks the minimum construction standard to be a 4 ft high 'system six' fence (as per the existing fibro fence on the northern boundary of Lot 50. Should the adjoining neighbour wish to seek a higher fence or alternative construction form, then it will be a matter of negotiation between your client and the neighbour.

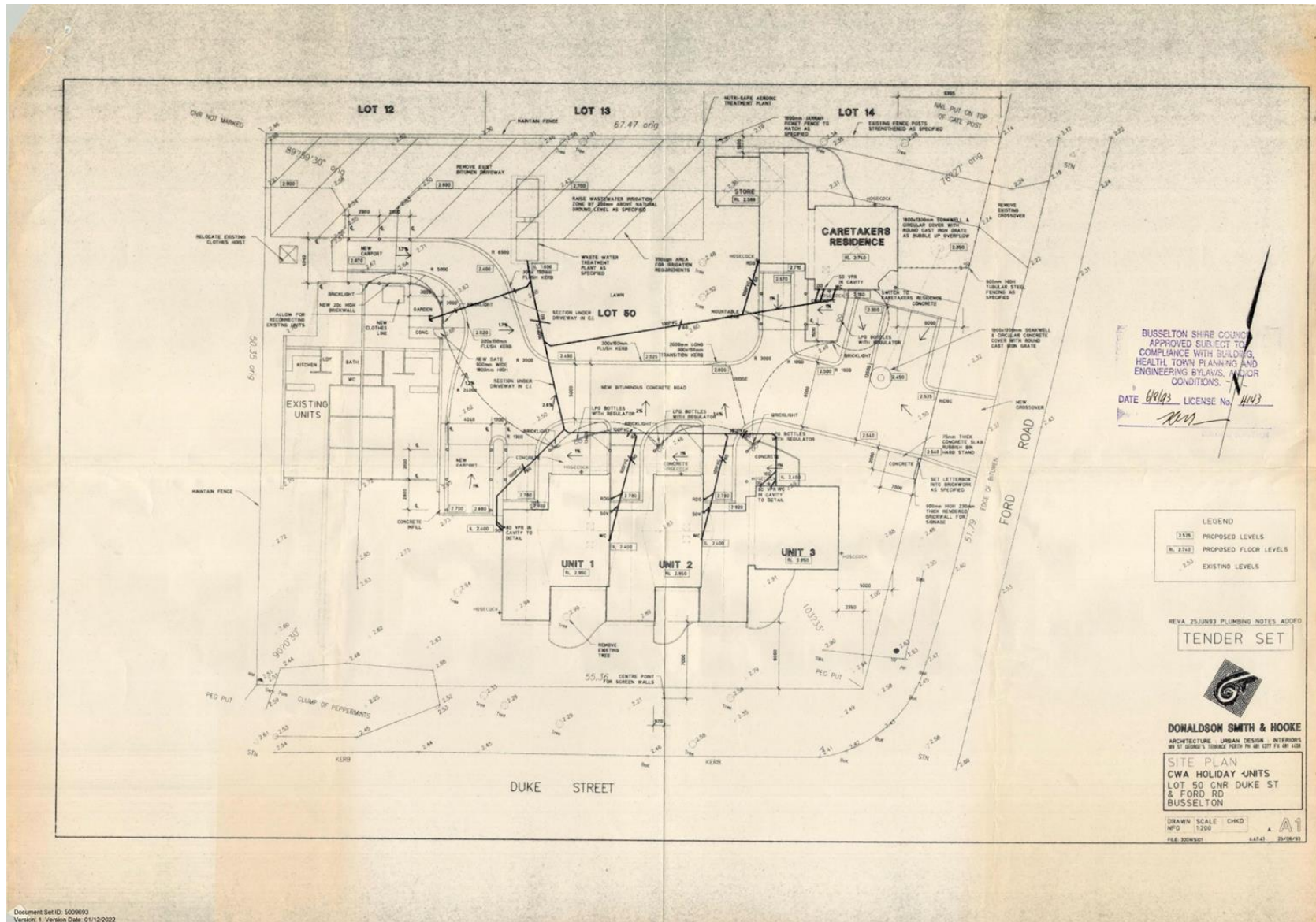
Yours faithfully

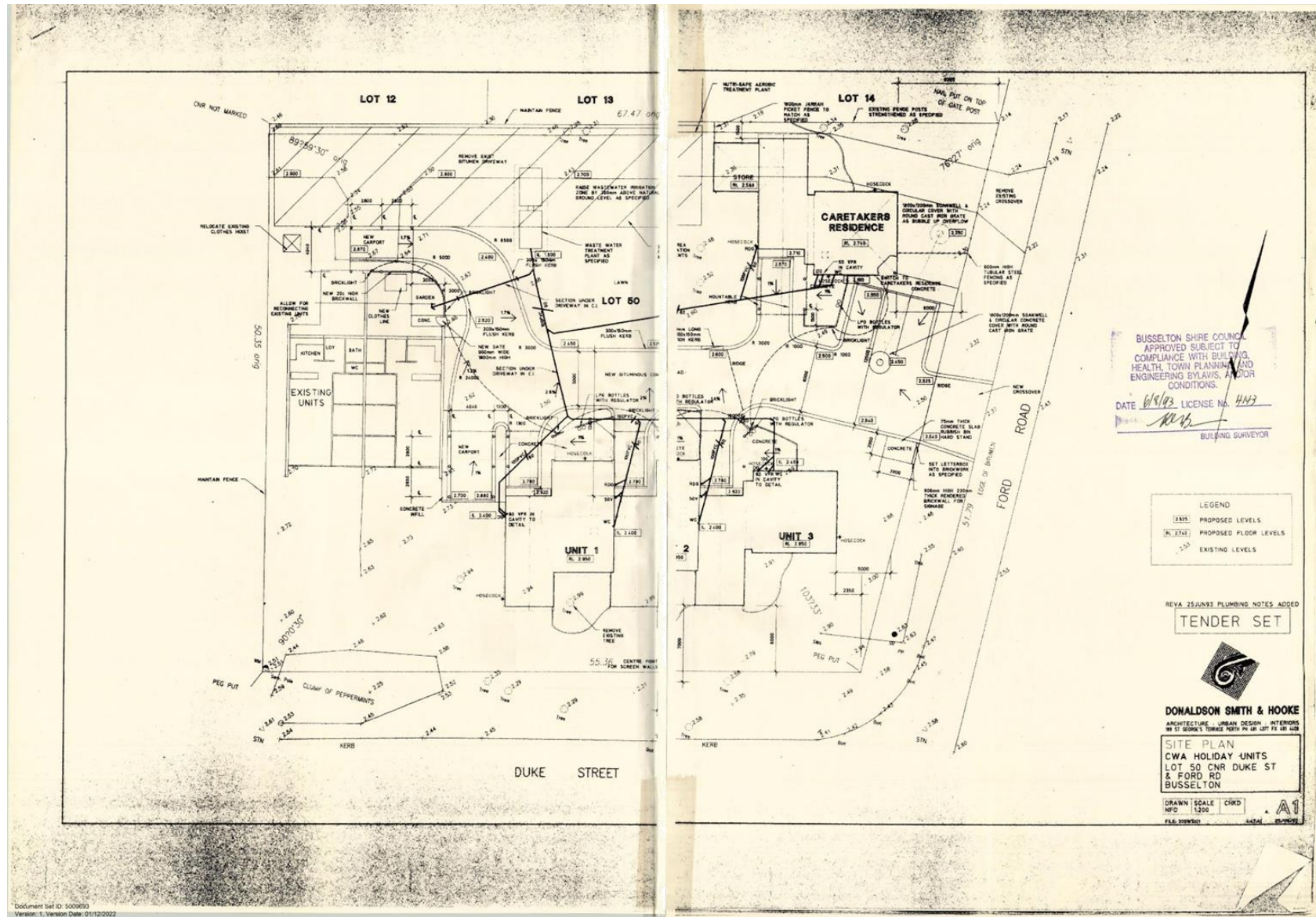


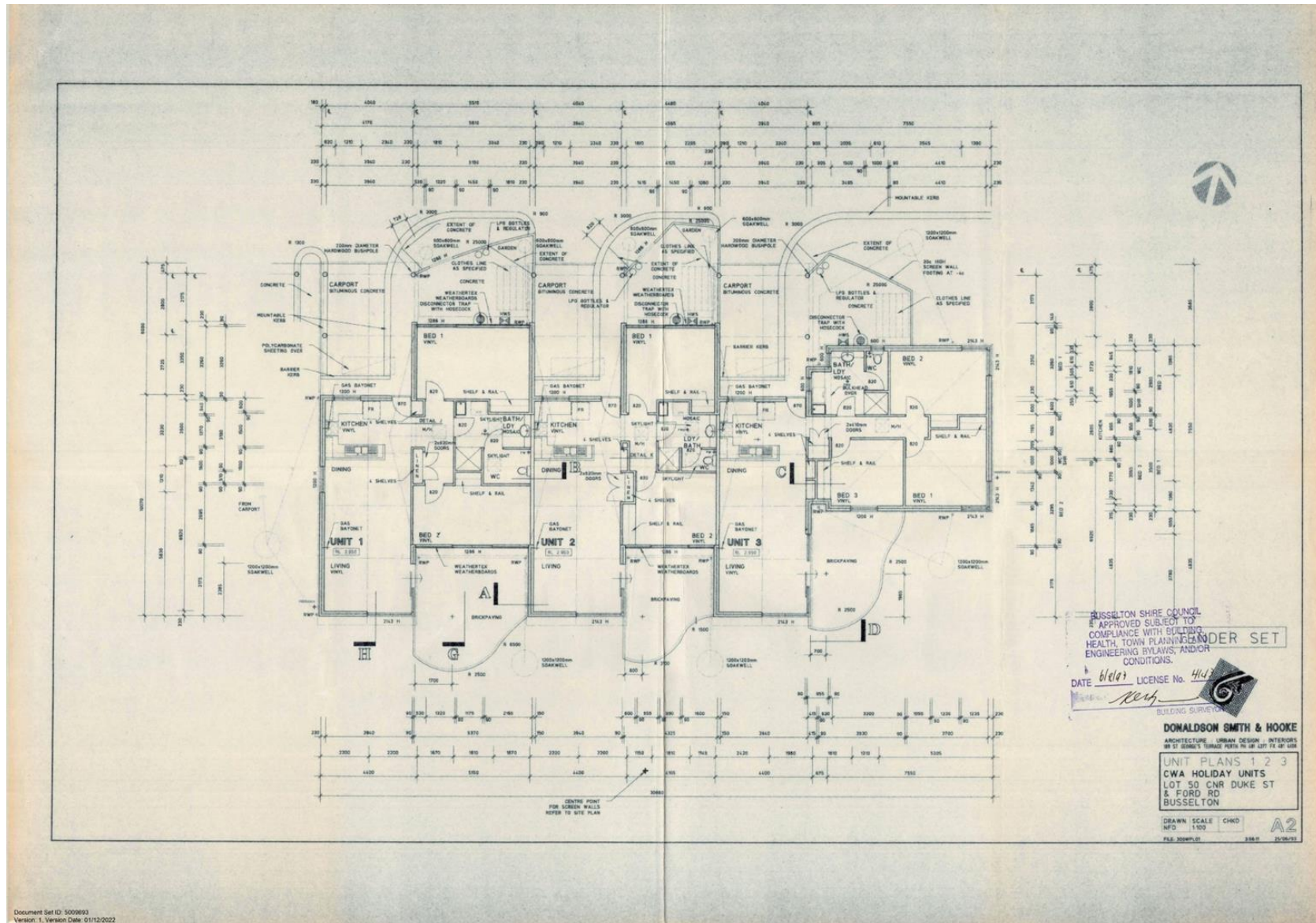
Michael Swift
PRINCIPAL PLANNER

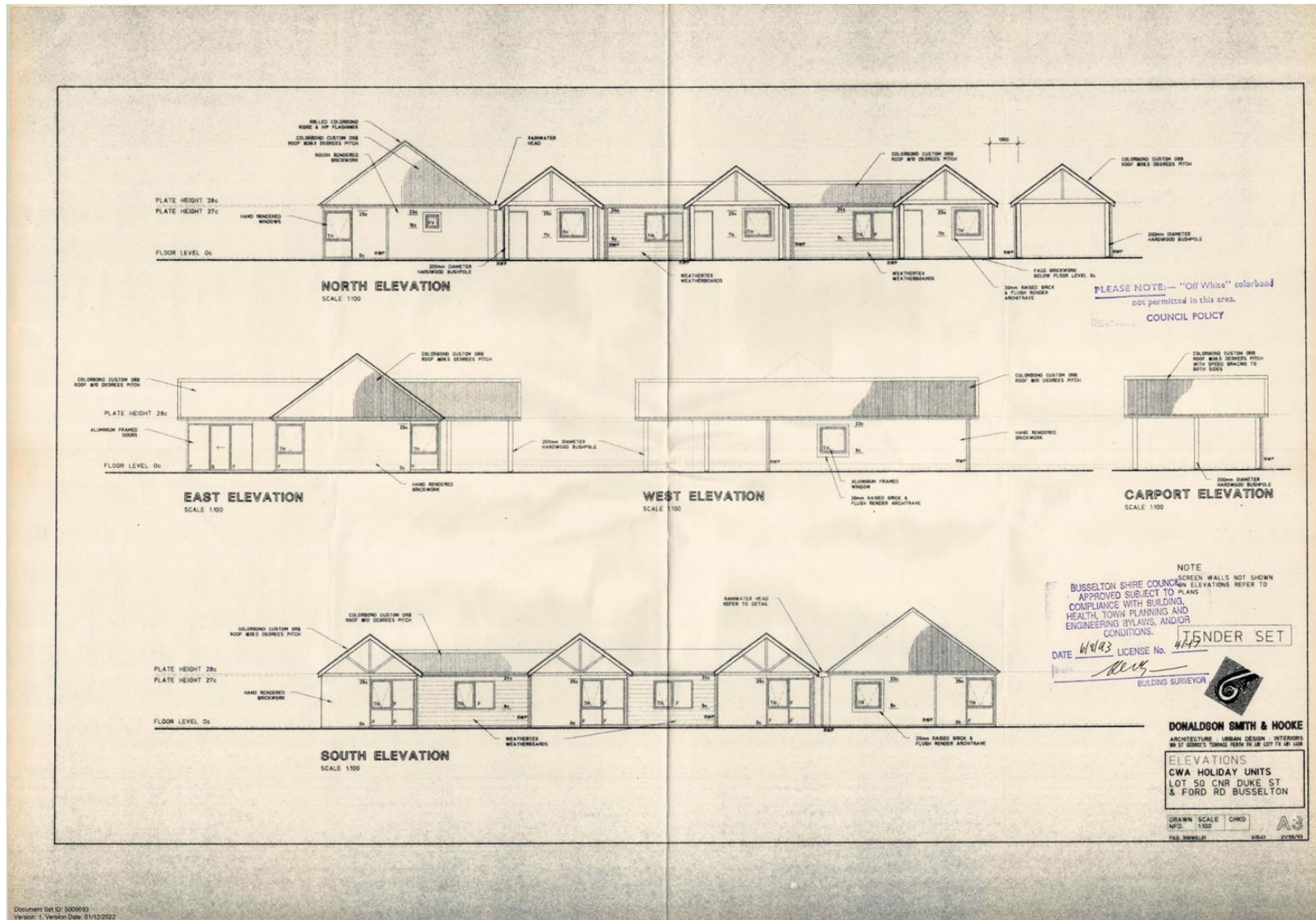
c.c.: Martin Caramia
Principal Building Surveyor

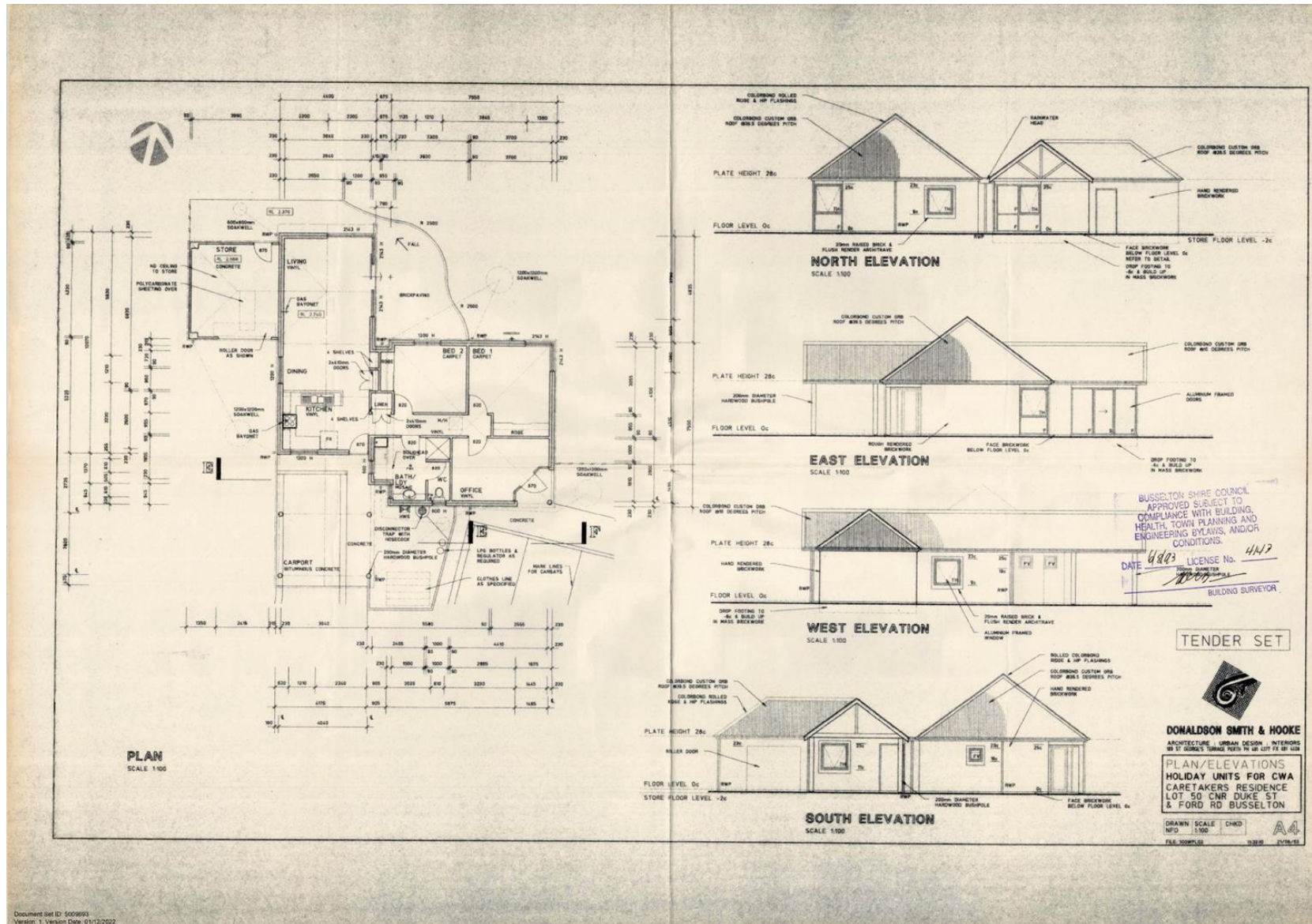
Enc: 1. Certificate of Classification
2. Landscape Plan Information

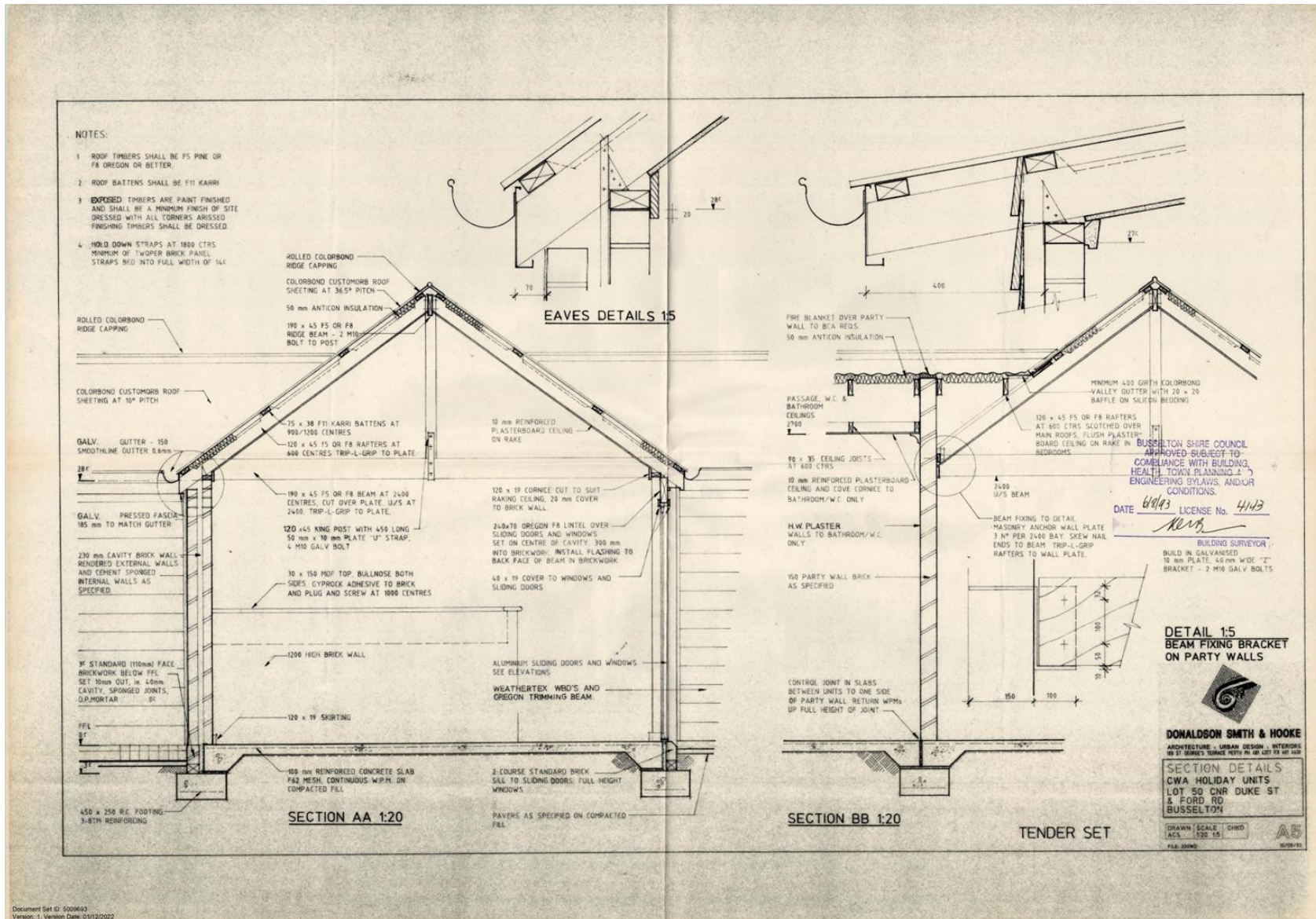


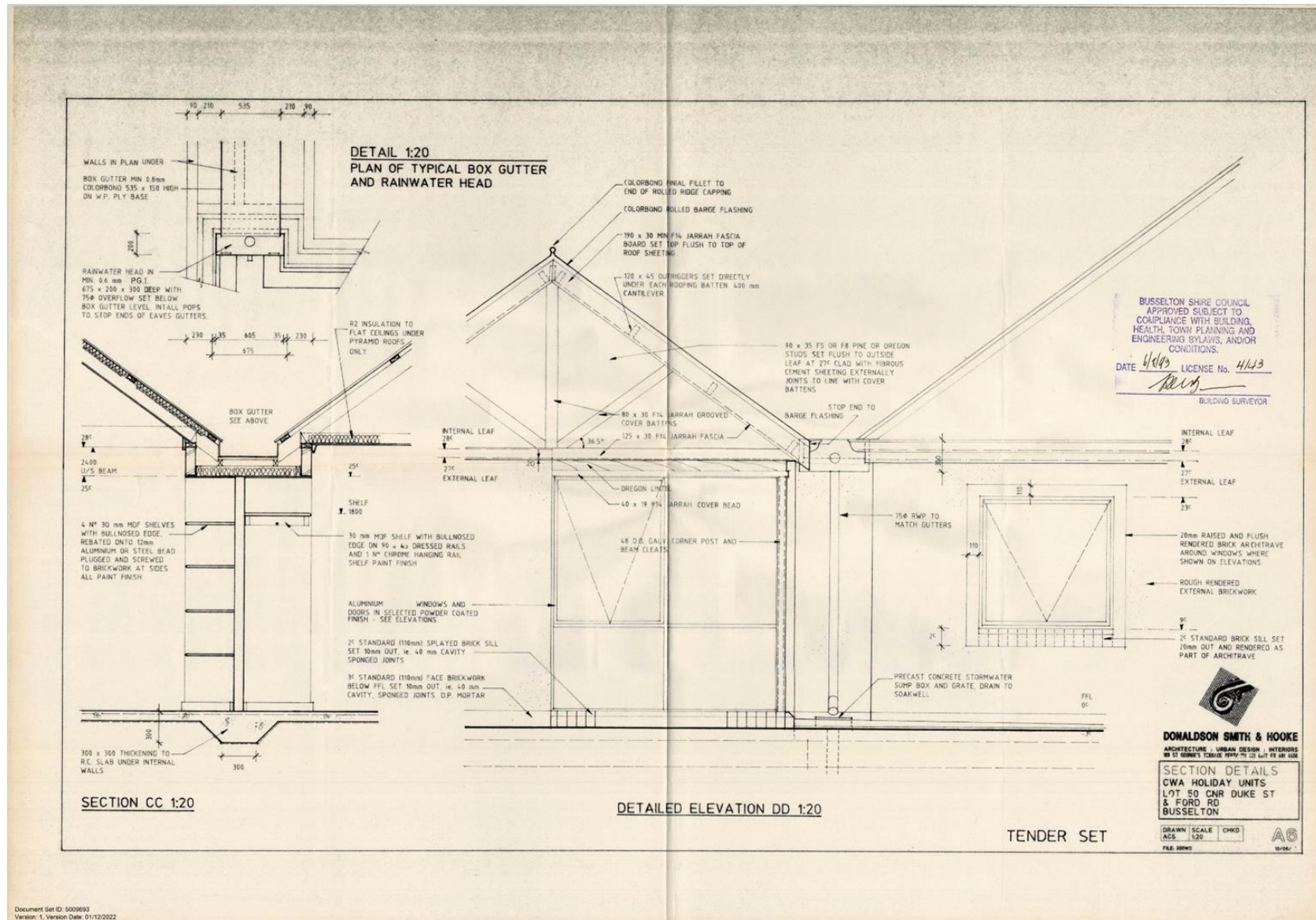


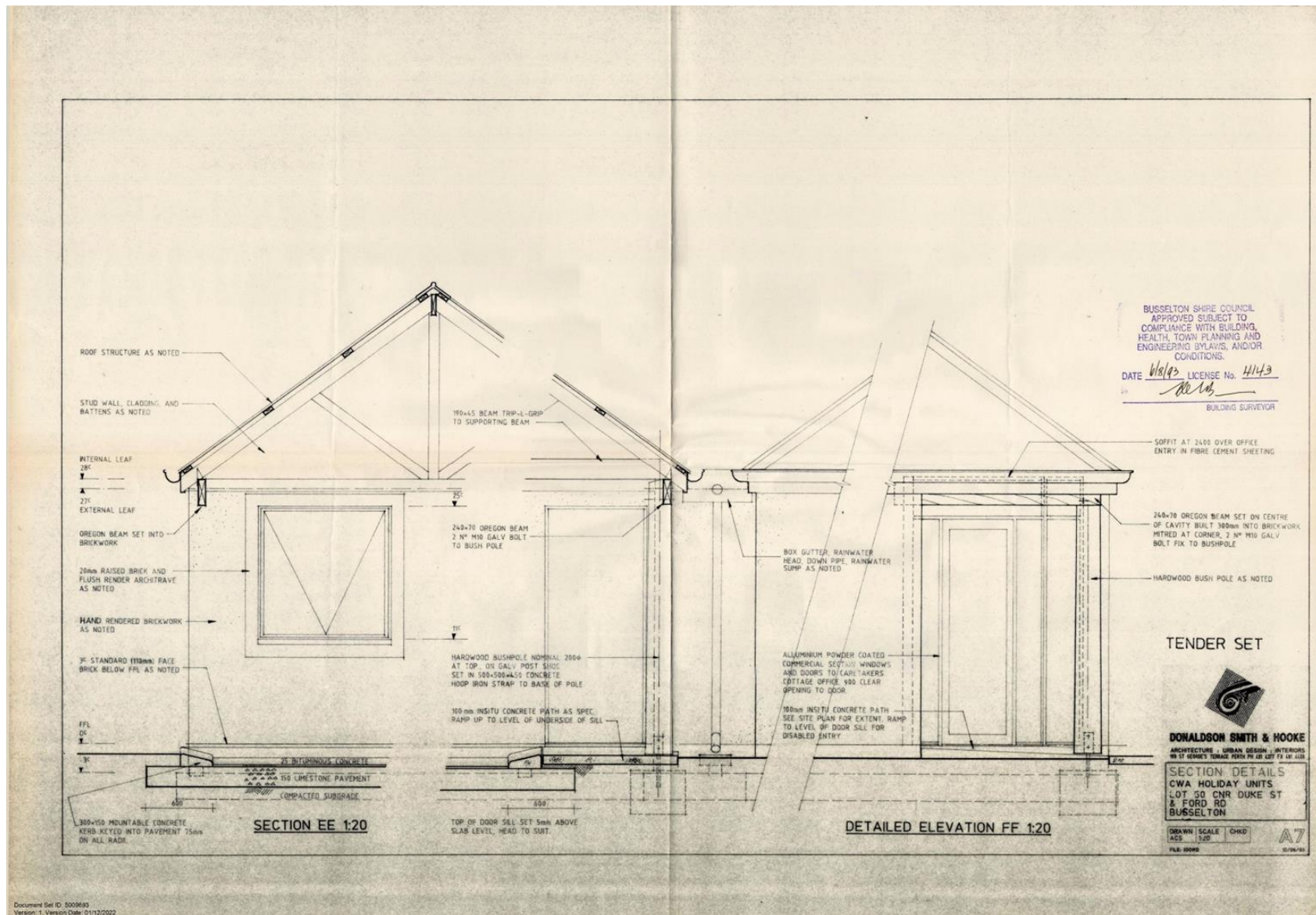


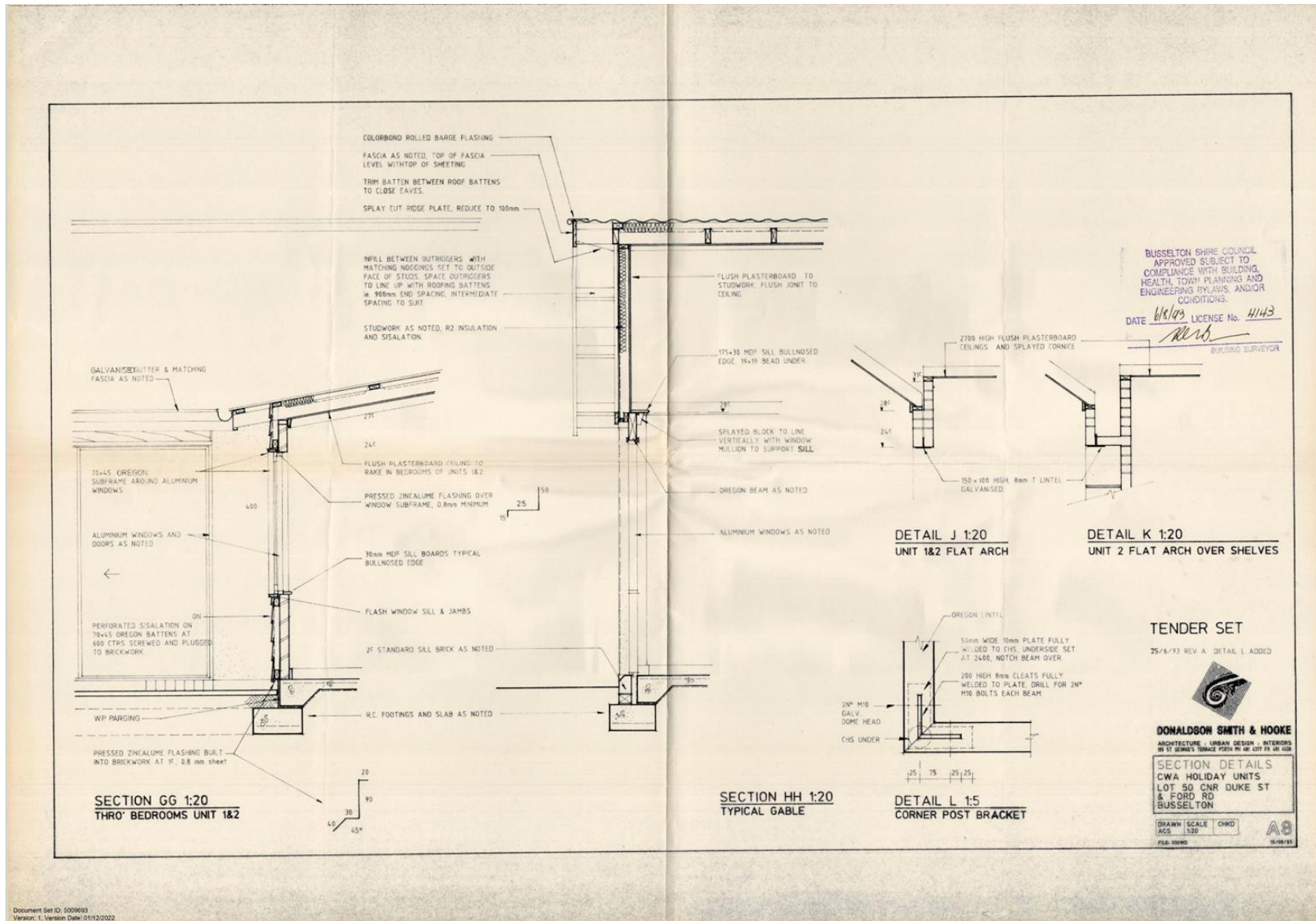


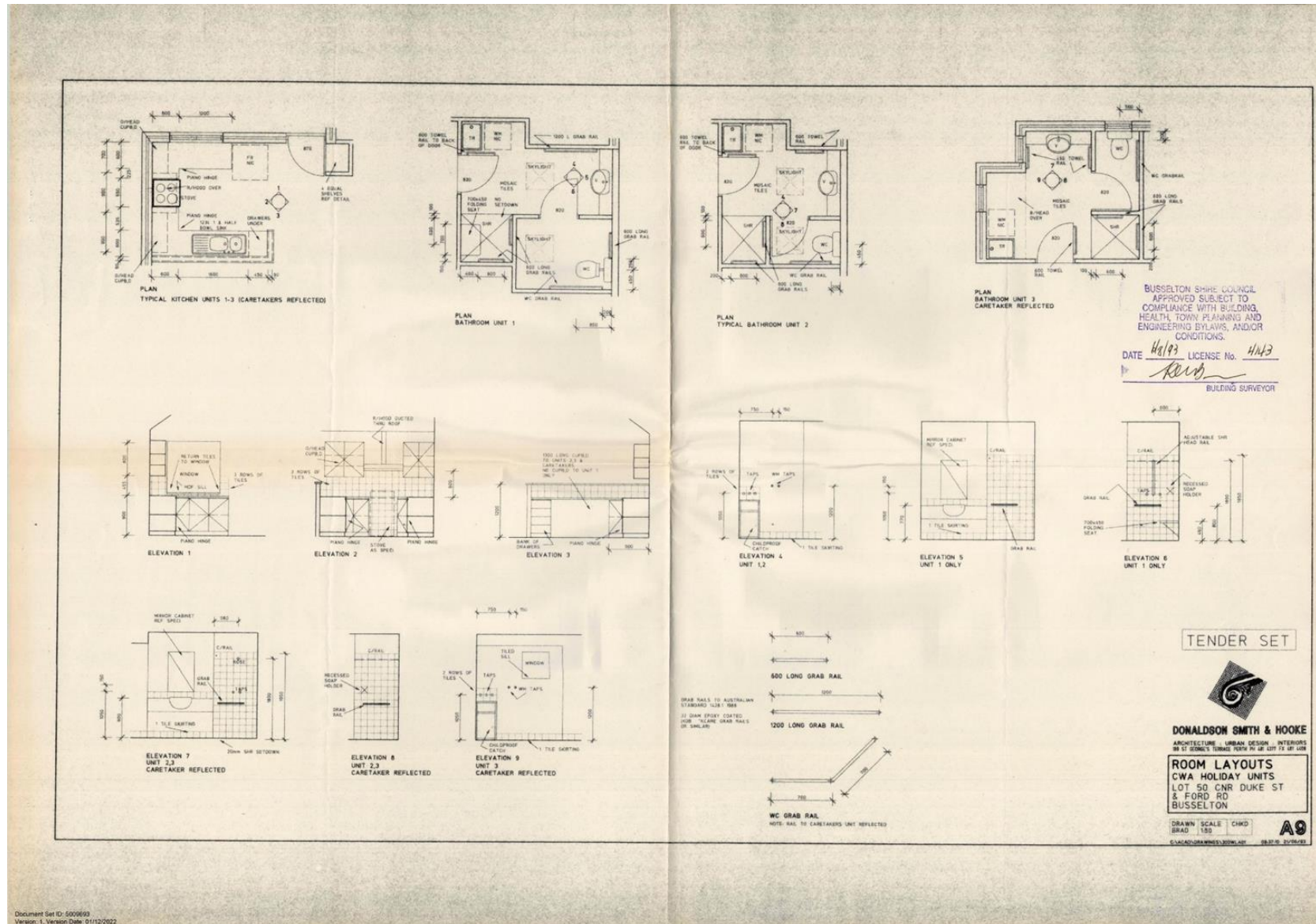


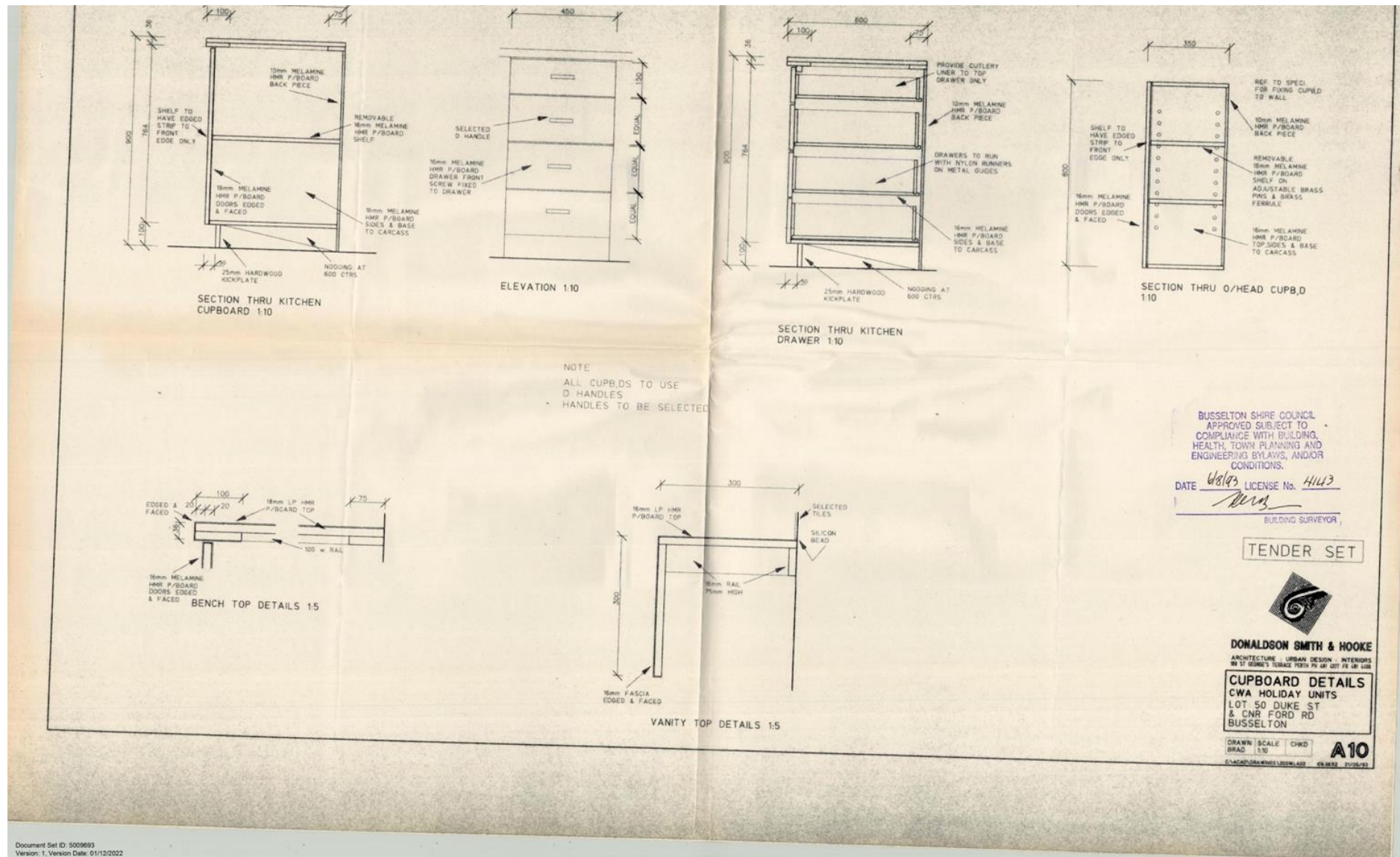


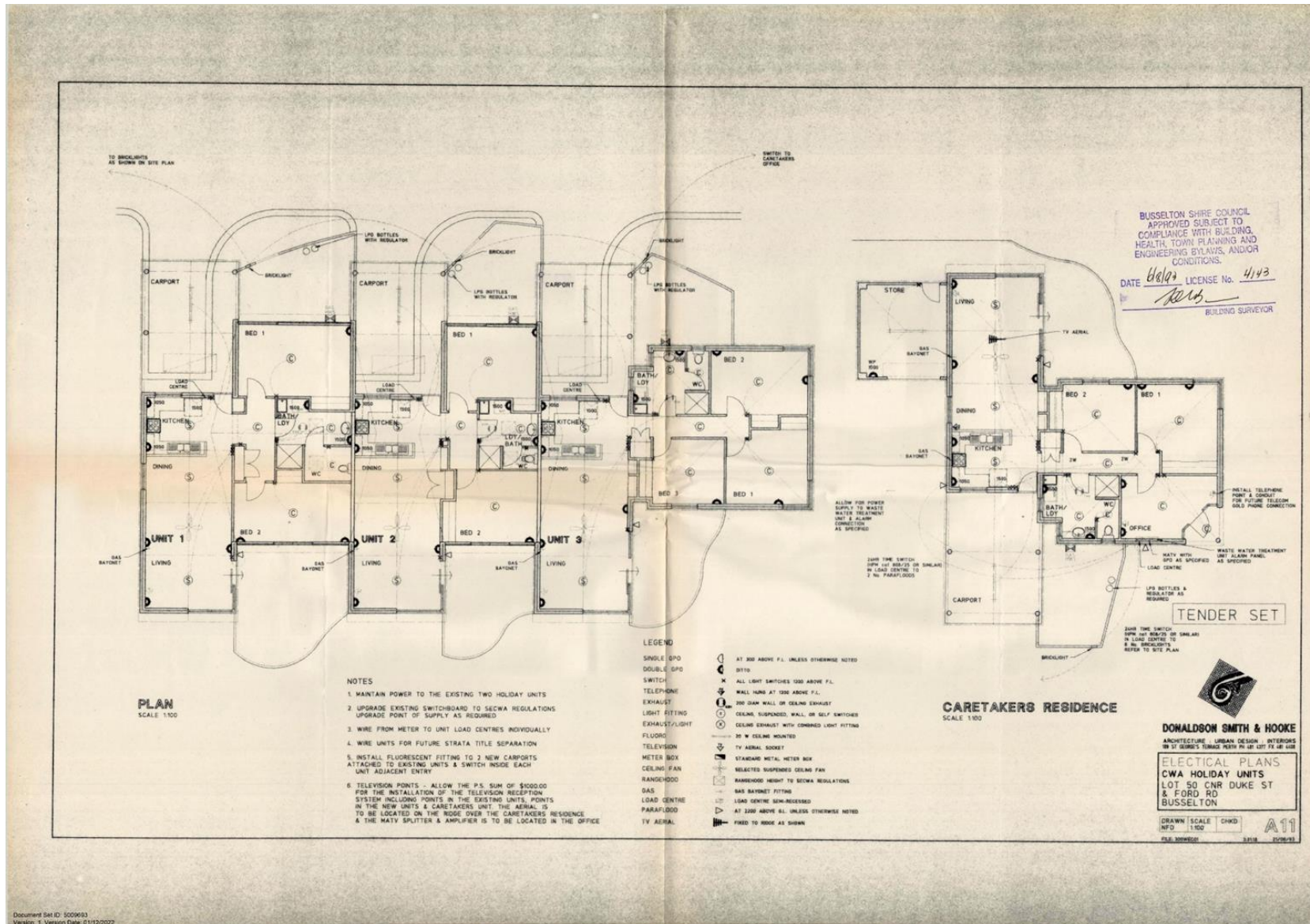


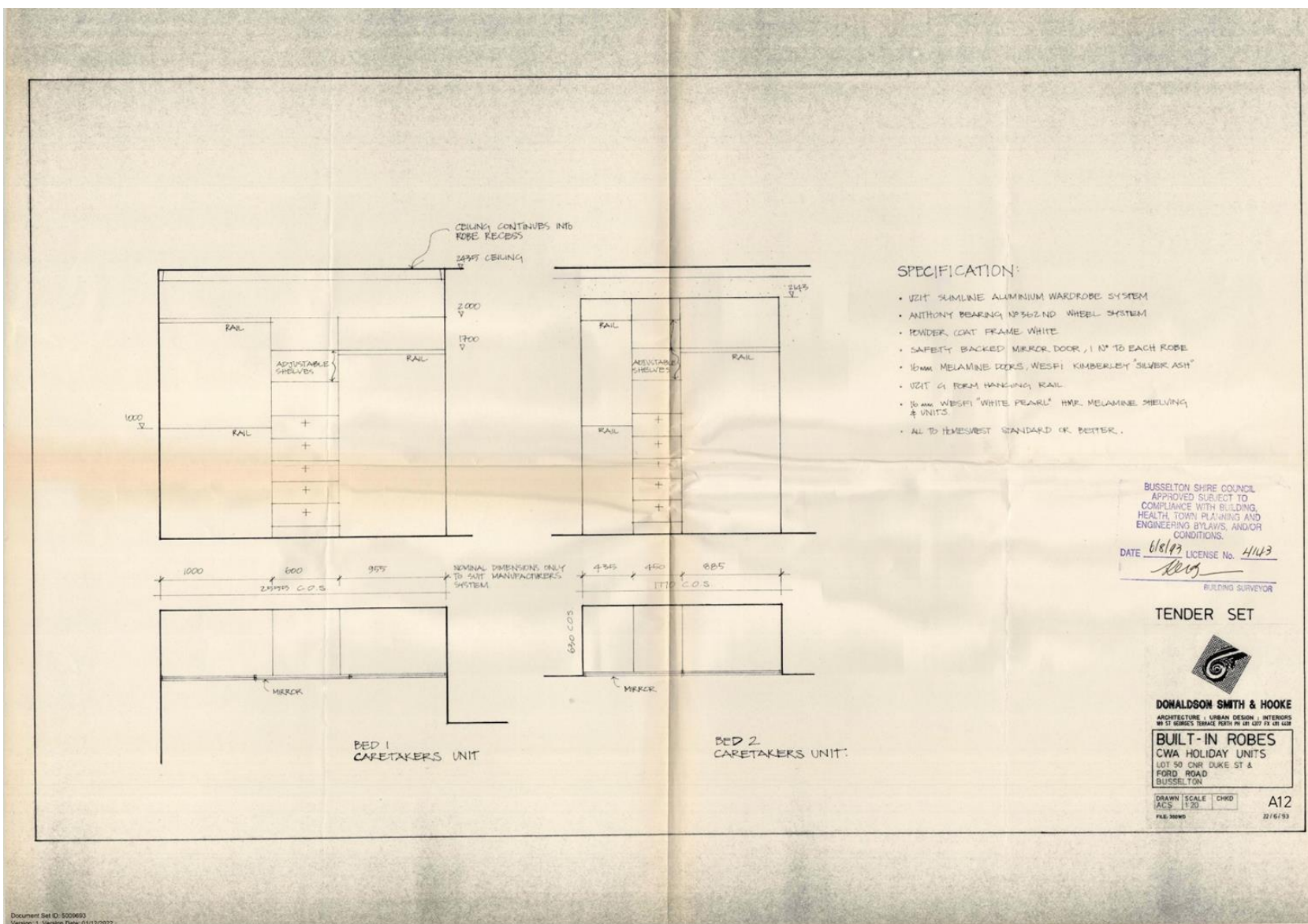


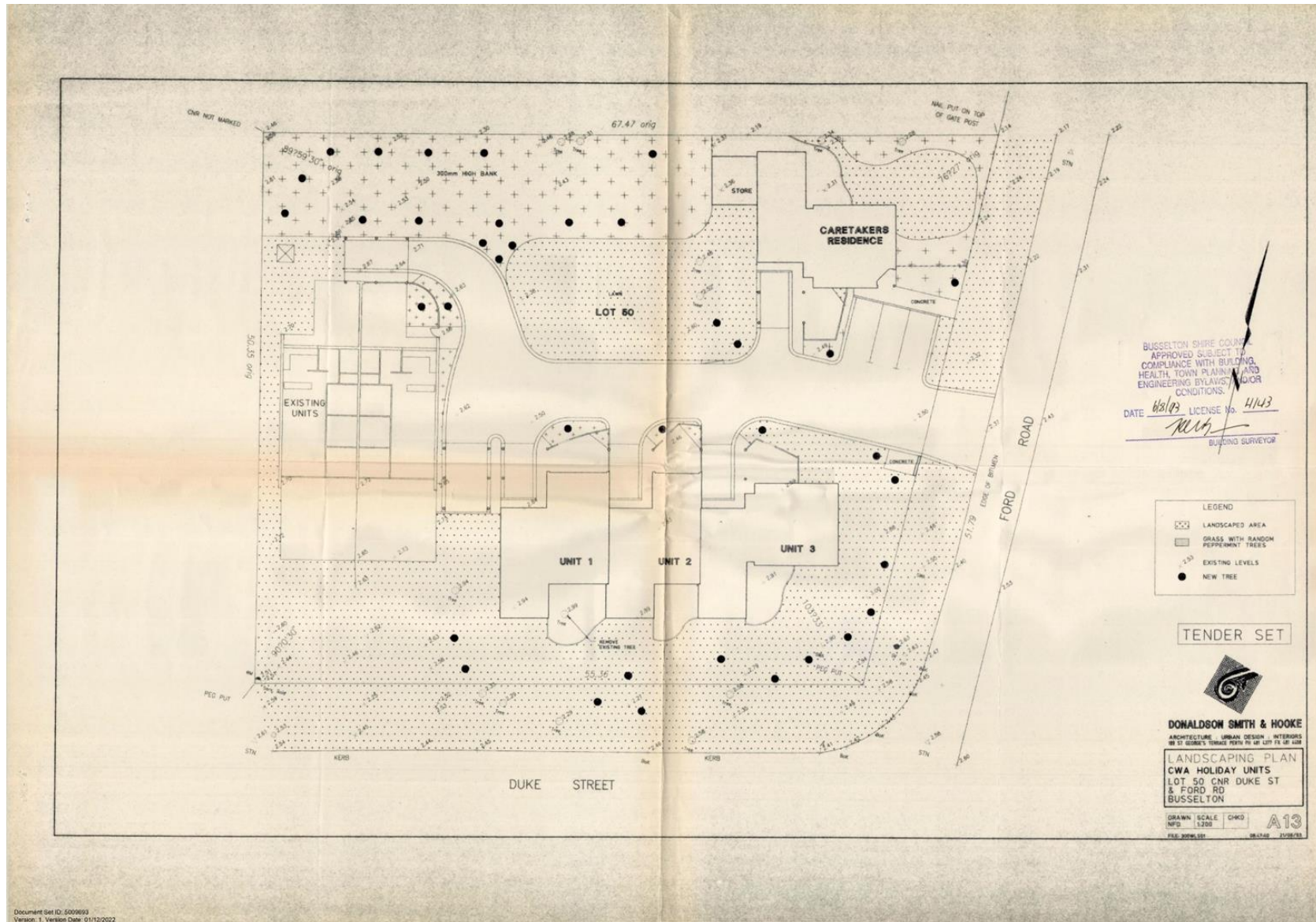


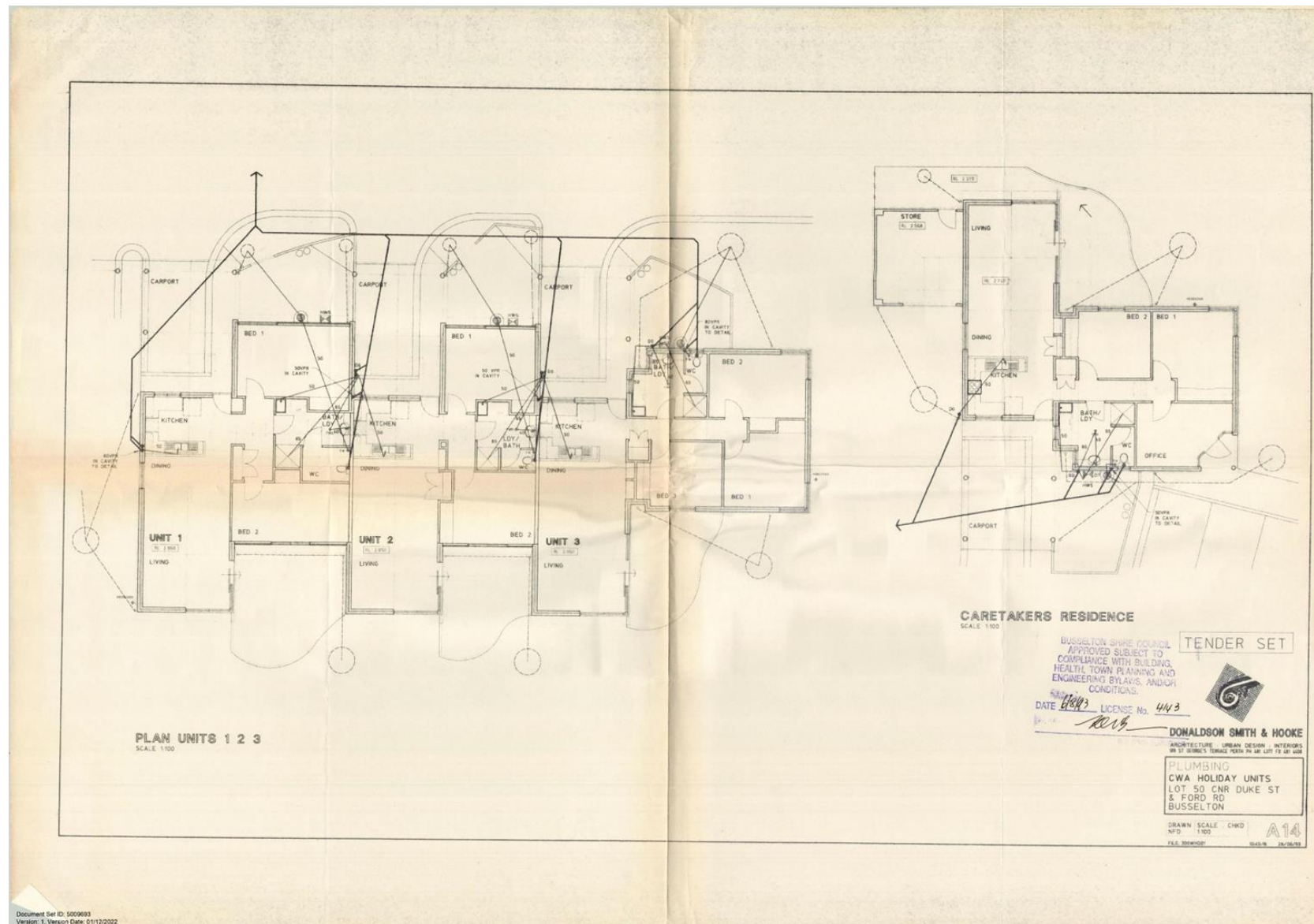












SHIRE OF BUSSELTON

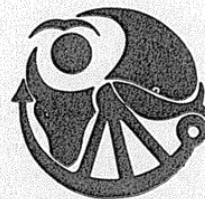
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Yours faithfully



Michael Swift
PRINCIPAL PLANNER

c.c.: *Martin Caramia*
Principal Building Surveyor

Enc: 1. *Certificate of Classification*
2. *Landscape Plan Information*





Duke St
Gunnville

SCHEDULE
Form 1

BUSSELTON SHIRE COUNCIL

BUILDING SURVEYOR'S OFFICE

Application Form No. 5430

Date 21-2-1979

TO THE BUILDING SURVEYOR—

As the builder or person causing and directing the work undermentioned to be executed, I hereby apply for a Building Licence for same.

The following are the particulars of the proposed works—

Situation: Ward Central Street Duke & Ford Rd.

Lot 15.16.17 Subdivision Central Busselton House No. 183-187

New building to be used as HOLIDAY HOMES.

Additions and/or alterations to

The nature of the work is Brick external & internal metal roof.

Estimated value \$ 56000.00

Dimensions of building or structure

Area 245 sq. ft. Depth 14.410 ft. Width 14.020 ft. Height 2.400 ft.

Number of Storeys 1

Owner: Name C. W. A.

Address: 85 MILL POINT RD. STA Perth 61/61 Fern Rd Bussellton

Occupier: Name Country Women Association.

Signature of person giving notice James Aris Assoc.

Address: 90 P.O Box 111 West Perth

Fees: \$ 53.90

Receipt No. 9109

Appl. 40c

\$54-30

Planning OK
JHP

18/4/79 Compaction O.K. average 6 to 12 ins
Poly-mesh ready to Pour
20/4/79 Floor Poured Ricko Nat
General Work O.K.
12/7/79 Completed

Form 2
Local Government Act 1960
Application No. 5430

By-Law 8.1

RUSSELTON SHIRE COUNCIL
APPLICATION FOR BUILDING LICENSE

To the Building Surveyor:-

As the builder or person causing and directing the works undermentioned to be executed, I hereby apply for a Building License for same.

The following are the particulars of the proposed works:-

Situation
Ward East Russellton Street Cnr Ford Rd x Duke St
Town Lot 50 Subdivision _____ House No. 183-187
New building to be used as Holiday homes
Additions and/or alterations to _____
The nature of the work is BRICK-VENUE CONSTRUCTION
Metal roof-cover concrete floors
Estimated value \$ 55725-

Dimensions of building or structure
Area 240.52 m² Depth 14020 mm ; Width 14410 mm Height 2440 mm
Number of Storeys Single
Owner: Name C.W.A. Address 61 Home Rd Russellton
Occupier: Name _____ Address _____
Classification Number sought by owner if not previously classified or if change of use is sought _____

Signature of Applicant [Signature] for Bignell Building Co Pty Ltd
Address Queen St Russellton
Date: 27-3-1972

By-Law 6.3 OFFICE USE ONLY*

Form 1
Local Government Act 1960

Certificate No. _____

Russelton Shire Council
Certificate of Classification

Date of Certificate _____ 19____

This is to certify that the Council has approved the use of the building situated at _____
(DESCRIPTION OF LAND)
as a building of the class or classes specified herein.

STOREY OR PORTION OF BUILDING	CLASS OR CLASSES OF BUILDING

Signed:- _____
Shire Clerk.

NOTE:- The use of the above building or any portion thereof for a purpose not covered by this certificate is an offence.

James Aris & Associates

Architects

~~XXXXXXXXXX~~
~~XXXXXXXXXXXXXXX~~
P.O. Box 111 West Perth
Telephone ~~XXXXXX~~ 367 8264

15th February, 1979.

The Building Surveyor,
Shire of Busselton,
Prince Street,
BUSSELTON W.A. 6280

Dear Sir,

C.W.A. Holiday Homes

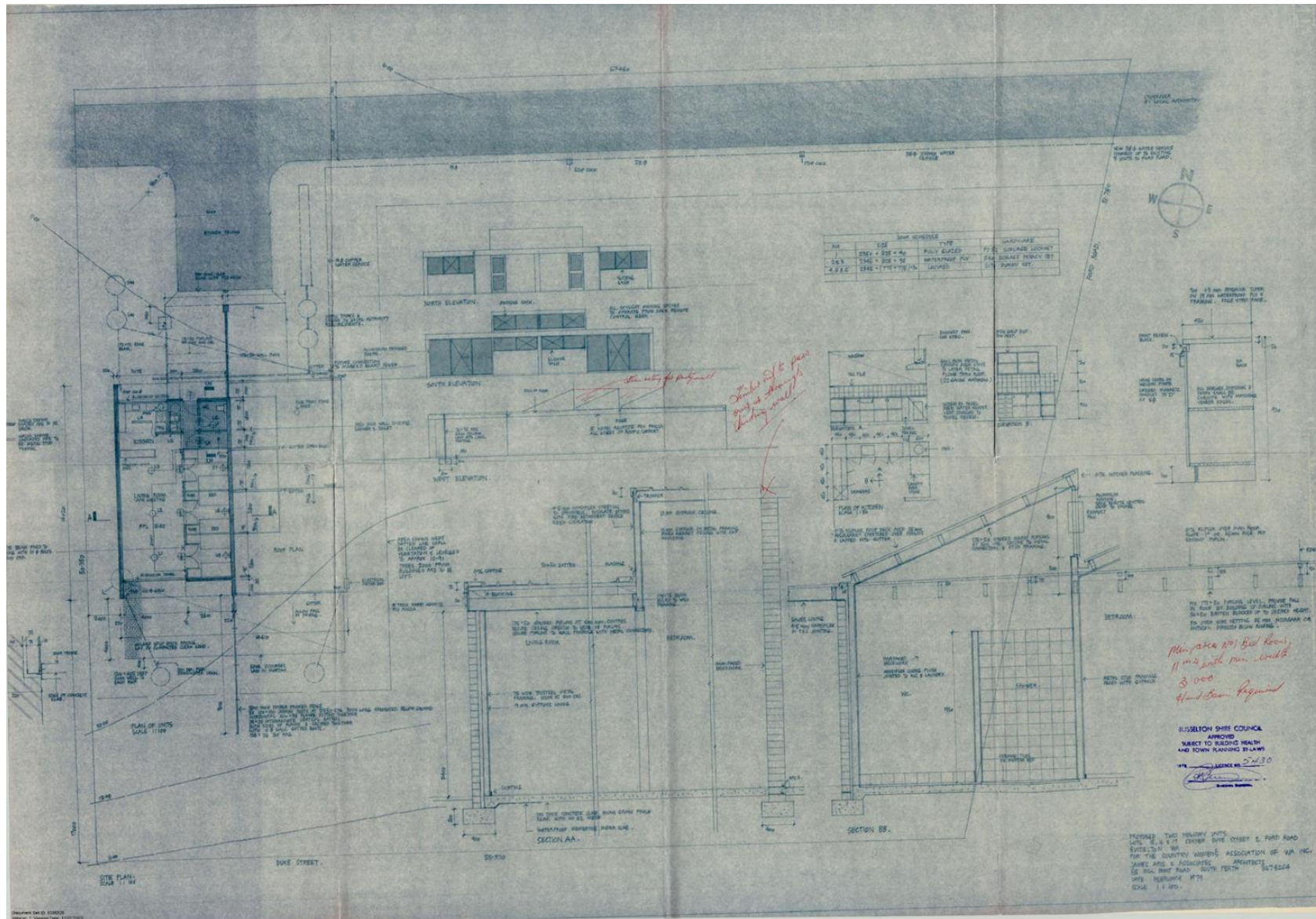
We submit for your consideration and issue of a building
license the enclosed plans and specifications in duplicate.

Our clients are anxious to commence construction as soon
as possible and ask for your earliest attention.

Yours faithfully,



JAMES ARIS & ASSOCIATES





FORD ROAD TOWNHOUSES

LOT 50 (#40) FORD ROAD BUSSELTON, WA 6280

DEVELOPMENT APPLICATION

PREPARED FOR THE CITY OF BUSSELTON OCTOBER 2022

A00.00	COVER
A01.01	SURVEY
A01.02	PROPOSED SITE PLAN
A02.01	GROUND FLOOR PLAN
A02.02	FIRST FLOOR PLAN
A02.03	ROOF PLAN
A03.01	ELEVATIONS & SCHEDULE OF MATERIALS
A03.02	ELEVATIONS
A03.03	VISUALS

SCALE

NTS

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伊勢伊弉諾尊 伊弉諾尊

FORD ROAD TOWNHOUSES

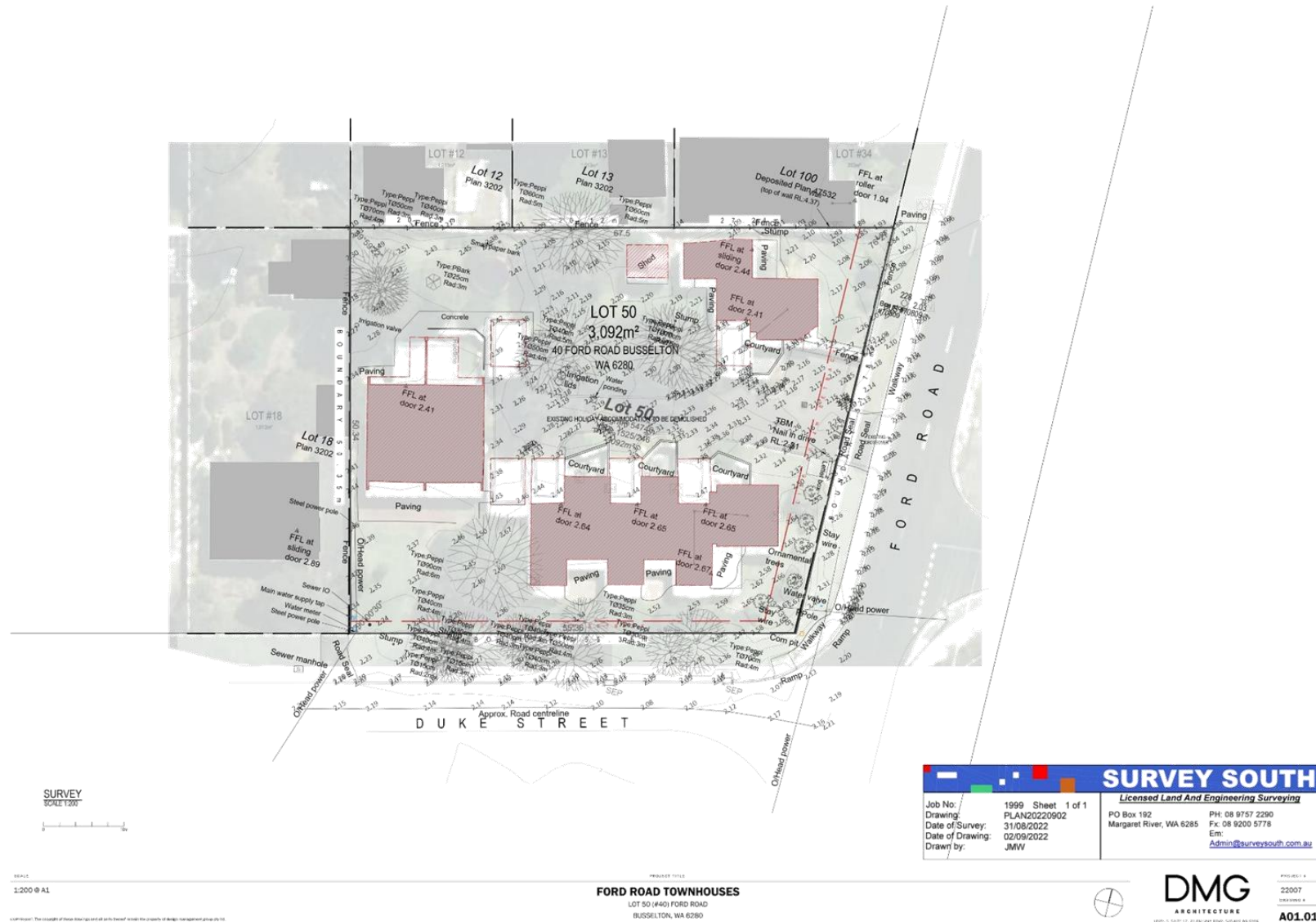
LOT 50 (#40) FORD ROAD
BUSSELTON, WA 6280

DMG
ARCHITECTURE[illegible]

附錄 10-2

22007

A00.00





LOT 50 (#40) FORD ROAD, BUSSETON

CITY OF BUSSETON LPS NO.21	
R-CODING	R30
BUILDING HEIGHT - LIMIT	3 STOREYS
BUILDING HEIGHT - PITCHED ROOF	12m
EXTERNAL WALL HEIGHT (ROOF ABOVE)	9m
EXTERNAL WALL HEIGHT (CONCEALED ROOF)	10m
MIN PRIMARY SETBACK	4m
MIN SECONDARY SETBACK	1.5m
MIN SIDE/REAR SETBACKS	PER R-CODES
MIN OPEN SPACE	40%
SITE AREA	3092m²
PROPOSED	
CARPARKING	
VISITOR (+/- STAFF)	8 BAYS
GROUPED DWELLING	3 BAYS PER DWELLING
TOTAL	32 SECURE CAR BAYS
ON STREET	4 BAYS
TOWNHOUSE	
5 BED + 1 BATH	5
1 BED + 1 BATH	1
TOTAL	
	6
PLOT RATIO	
DEVELOPMENT FFR AREA (m²)	2467m²
PLOT RATIO	0.80
OPEN SPACE	1740m²
DEEP SOIL ZONE	636m²
	20%

SCALE
1:200 @ A1

Disclaimer: The copyright of these drawings and all rights reserved, under the property of design management group Pty Ltd.

PROJECT TITLE
FORD ROAD TOWNHOUSES
LOT 50 (#40) FORD ROAD
BUSSETON, WA 6280



DMG
ARCHITECTURE

40/41, 22/23, 24, 25 THE LANE ROAD, GARDNER WA 6280
P: 08 9474 8888 E: info@dmgarch.com.au W: www.dmgarch.com.au

PROJECT #
22007
DRAWING #
A01.02



GROUND FLOOR PLAN
SCALE 1:200



SCALE
1:200 @ A1

Comment: The copyright of these drawings and all parts thereof, remain the property of design management group Pty Ltd.

PROJECT TITLE
FORD ROAD TOWNHOUSES
LOT 50 (#40) FORD ROAD
BUSSELTON, WA 6280



DMG
ARCHITECTURE

40/101, 40/102, 40/103, 40/104, 40/105, 40/106, 40/107, 40/108, 40/109, 40/110, 40/111, 40/112, 40/113, 40/114, 40/115, 40/116, 40/117, 40/118, 40/119, 40/120, 40/121, 40/122, 40/123, 40/124, 40/125, 40/126, 40/127, 40/128, 40/129, 40/130, 40/131, 40/132, 40/133, 40/134, 40/135, 40/136, 40/137, 40/138, 40/139, 40/140, 40/141, 40/142, 40/143, 40/144, 40/145, 40/146, 40/147, 40/148, 40/149, 40/150, 40/151, 40/152, 40/153, 40/154, 40/155, 40/156, 40/157, 40/158, 40/159, 40/160, 40/161, 40/162, 40/163, 40/164, 40/165, 40/166, 40/167, 40/168, 40/169, 40/170, 40/171, 40/172, 40/173, 40/174, 40/175, 40/176, 40/177, 40/178, 40/179, 40/180, 40/181, 40/182, 40/183, 40/184, 40/185, 40/186, 40/187, 40/188, 40/189, 40/190, 40/191, 40/192, 40/193, 40/194, 40/195, 40/196, 40/197, 40/198, 40/199, 40/200, 40/201, 40/202, 40/203, 40/204, 40/205, 40/206, 40/207, 40/208, 40/209, 40/210, 40/211, 40/212, 40/213, 40/214, 40/215, 40/216, 40/217, 40/218, 40/219, 40/220, 40/221, 40/222, 40/223, 40/224, 40/225, 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FIRST FLOOR PLAN
SCALE 1:200



LOT 50 (#40) FORD ROAD, BUSSELTON

CITY OF BUSSELTON LPS NO.21	R30
RECORDING	3 STOREYS
BUILDING HEIGHT - LIMIT	12m
BUILDING HEIGHT - PITCHED ROOF	9m
EXTERNAL WALL HEIGHT (ROOF ABOVE)	10m
EXTERNAL WALL HEIGHT (CONCEALED ROOF)	4m
MIN PRIMARY SETBACK	1.5m
MIN SECONDARY SETBACK	PER R-CODES
MIN SIDE/REAR SETBACKS	40%
MIN OPEN SPACE	

SITE AREA 3020m²

PROPOSED

CARPARKING	8 BAYS
VISITOR (+/- STAFF)	3 BAYS PER DWELLING
GROUPED DWELLING	32 SECURE CAR BAYS
TOTAL	4 BAYS

TOWNHOUSE	TOTAL
5 BED + 3 BATH	5
1 BED + 1 BATH	1

PLOT RATIO	2467m ²
DEVELOPMENT FRI AREA (m ²)	0.30
PLOT RATIO	1740m ²
OPEN SPACE	58%
DEEP SOIL ZONE	63m ²
	20%

OVERLOOKING CONE OF VISION

NOT FOR GUEST USE

SCALE
1:200 @ A1

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PROJECT TITLE
FORD ROAD TOWNHOUSES
LOT 50 (#40) FORD ROAD
BUSSELTON, WA 6280



DMG
ARCHITECTURE

40/51, 1/277, 1/2, 2/1, 2/2, 2/3, 2/4, 2/5, 2/6, 2/7, 2/8, 2/9, 2/10, 2/11, 2/12, 2/13, 2/14, 2/15, 2/16, 2/17, 2/18, 2/19, 2/20, 2/21, 2/22, 2/23, 2/24, 2/25, 2/26, 2/27, 2/28, 2/29, 2/30, 2/31, 2/32, 2/33, 2/34, 2/35, 2/36, 2/37, 2/38, 2/39, 2/40, 2/41, 2/42, 2/43, 2/44, 2/45, 2/46, 2/47, 2/48, 2/49, 2/50, 2/51, 2/52, 2/53, 2/54, 2/55, 2/56, 2/57, 2/58, 2/59, 2/60, 2/61, 2/62, 2/63, 2/64, 2/65, 2/66, 2/67, 2/68, 2/69, 2/70, 2/71, 2/72, 2/73, 2/74, 2/75, 2/76, 2/77, 2/78, 2/79, 2/80, 2/81, 2/82, 2/83, 2/84, 2/85, 2/86, 2/87, 2/88, 2/89, 2/90, 2/91, 2/92, 2/93, 2/94, 2/95, 2/96, 2/97, 2/98, 2/99, 2/100, 2/101, 2/102, 2/103, 2/104, 2/105, 2/106, 2/107, 2/108, 2/109, 2/110, 2/111, 2/112, 2/113, 2/114, 2/115, 2/116, 2/117, 2/118, 2/119, 2/120, 2/121, 2/122, 2/123, 2/124, 2/125, 2/126, 2/127, 2/128, 2/129, 2/130, 2/131, 2/132, 2/133, 2/134, 2/135, 2/136, 2/137, 2/138, 2/139, 2/140, 2/141, 2/142, 2/143, 2/144, 2/145, 2/146, 2/147, 2/148, 2/149, 2/150, 2/151, 2/152, 2/153, 2/154, 2/155, 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22007
A02.03







FORD ROAD - PERSPECTIVE 1



FORD ROAD - PERSPECTIVE 2

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PROJECT TITLE
FORD ROAD TOWNHOUSES
LOT 50 (M40) FORD ROAD
BUSSELLTON, WA 6280

DMG
ARCHITECTURE
22007
A03.03



FORD ROAD TOWNHOUSES
LOT 50 (#40) FORD ROAD BUSSELTON, WA 6280

DEVELOPMENT APPLICATION
PREPARED FOR THE CITY OF BUSSELTON MARCH 2023

A00.00	COVER
A01.01	SURVEY
A01.02	PROPOSED SITE PLAN
A02.01	GROUND FLOOR PLAN
A02.02	FIRST FLOOR PLAN
A02.03	ROOF PLAN
A03.01	ELEVATIONS & SCHEDULE OF MATERIALS
A03.02	ELEVATIONS
A03.03	VISUALS

SCALE
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PROJECT TITLE
FORD ROAD TOWNHOUSES
LOT 50 (#40) FORD ROAD
BUSSELTON, WA 6280

DMG
ARCHITECTURE
40/101, 1/101, 2/101, 3/101, 4/101, 5/101, 6/101, 7/101, 8/101, 9/101, 10/101, 11/101, 12/101, 13/101, 14/101, 15/101, 16/101, 17/101, 18/101, 19/101, 20/101, 21/101, 22/101, 23/101, 24/101, 25/101, 26/101, 27/101, 28/101, 29/101, 30/101, 31/101, 32/101, 33/101, 34/101, 35/101, 36/101, 37/101, 38/101, 39/101, 40/101, 41/101, 42/101, 43/101, 44/101, 45/101, 46/101, 47/101, 48/101, 49/101, 50/101, 51/101, 52/101, 53/101, 54/101, 55/101, 56/101, 57/101, 58/101, 59/101, 60/101, 61/101, 62/101, 63/101, 64/101, 65/101, 66/101, 67/101, 68/101, 69/101, 70/101, 71/101, 72/101, 73/101, 74/101, 75/101, 76/101, 77/101, 78/101, 79/101, 80/101, 81/101, 82/101, 83/101, 84/101, 85/101, 86/101, 87/101, 88/101, 89/101, 90/101, 91/101, 92/101, 93/101, 94/101, 95/101, 96/101, 97/101, 98/101, 99/101, 100/101

PROJECT #
22007
DRAWING #
A00.00







LOT 50 (#40) FORD ROAD, BUSSELTON

CITY OF BUSSELTON LPS NO.21	
R-CODING	R30
BUILDING HEIGHT LIMIT	3 STOREYS
EXTERNAL WALL HEIGHT (PITCHED ROOF)	12m
EXTERNAL WALL HEIGHT (ROOF ABOVE)	9m
EXTERNAL WALL HEIGHT (CONDENSED ROOF)	10m
MIN PRIMARY SETBACK	4m
MIN SECONDARY SETBACK	1.5m
MIN SIDE/REAR SETBACKS	PER R-CODES
OPEN SPACE	45%
SITE AREA	3,952m ²

PROPOSED

CAR PARKING	
VISITOR (=1x STAFF)	5 BAYS
GROUPED DWELLING	3 BAYS PER DWELLING
TOTAL	32 SECURE CAR BAYS

BIKES	4 PER UNIT
PRIVATE	10
VISITOR	

TOWNHOUSE	TOTAL
5 BED x 3 BATH	9
1 BED x 1 BATH	1

PLOT RATIO	2.256m ²
DEVELOPMENT PR AREA	0.73
PLOT RATIO	

OPEN SPACE	1740m ²
DEEP SOIL ZONE	56%
	625m ²
	20%

NOT FOR GUEST USE



FIRST FLOOR PLAN
SCALE 1:200

1:200 @ A1

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FORD ROAD TOWNHOUSES
LOT 50 (#40) FORD ROAD
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A02.02



ROOF PLAN
SCALE 1:200

LOT 50 (#40) FORD ROAD, BUSSELTON	
CITY OF BUSSELTON LPS NO 21	
FOOTING	R300
BUILDING HEIGHT - LIMIT	3 STOREYS
BUILDING HEIGHT PITCHED ROOF	12m
EXTERNAL WALL HEIGHT (ROOF ABOVE)	9m
EXTERNAL WALL HEIGHT (CONCEALED ROOF)	10m
MIN PRIMARY CAR SPACE	4m
MIN SECONDARY SETBACK	1.5m
MIN SIDE/REAR SETBACKS	PFR R-CODES
MIN OPEN SPACE	40%
SITE AREA	3,562m ²
PROPOSED	
CAR PARKING	6 BAYS
VISITOR (+1% STAFF)	3 BAYS PER DWELLING
CONSUMED DWELLING	32 SECURE CAR BAYS
TOTAL	
BIKES	
PRIVATE	4 PER UNIT
VISITOR	10
TOTAL	
TOWNHOUSE	8
5 BED + 3 BATH	8
1 BED + 1 BATH	1
PLOT RATIO	
DEVELOPMENT PRK AREA	2,256m ²
PLOT RATIO	0.73
OPEN SPACE	1740m ²
DEEP SOIL ZONE	50%
	45m ²
	29%







FORD ROAD - PERSPECTIVE 1



FORD ROAD - PERSPECTIVE 2

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FORD ROAD TOWNHOUSES
LOT 50 (#40) FORD ROAD
BUSSELTON, WA 6280

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PROJECT #
22007
DRAWING #
A03.03



DMG
ARCHITECTURE

Project:	Proposed Redevelopment 40 Ford Road, Busselton
Client:	DMG Architectural
Author:	Yuyang Ke
Date:	27 th Feb 2023
Document No.:	230207-TIS-001



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1. Introduction

1.1. Proponent

DMG Architecture are proposing to redevelop an existing holiday accommodation at 40 Ford Rd in Busselton to expand the capacity from 5 town houses for 31 guests plus caretakes/staff to 9 town houses for 90 guests plus caretakers/staff.

1.2. Site Location

The local council is the City of Busselton (the City). The site location is shown in **Figure 1**. An aerial photo of the site is shown in **Figure 2**.

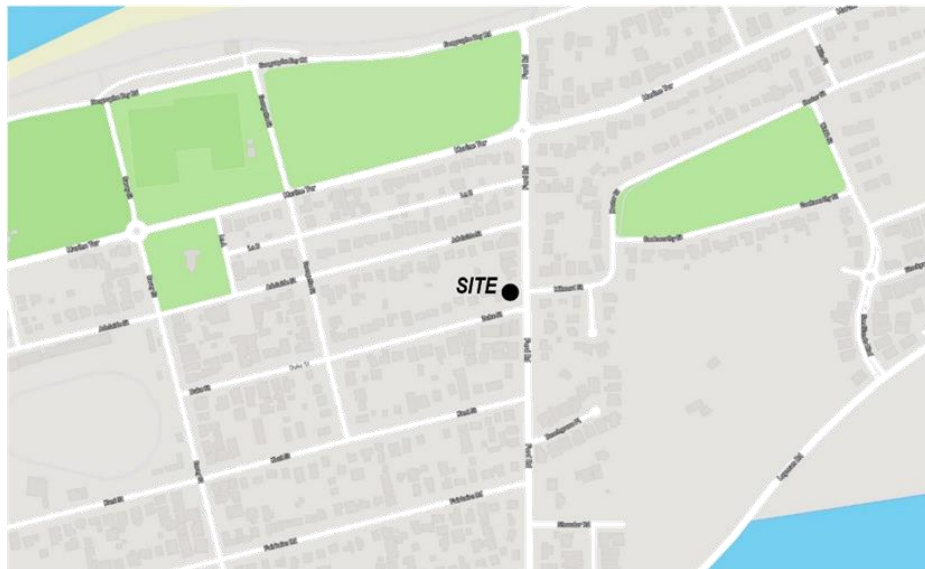


Figure 1: Site Location



Figure 2: Aerial View (February 2022)

This Transport Impact Statement has been prepared in accordance with the Western Australian Planning Commission's *Transport Impact Assessment Guidelines 2016* (TIA guidelines).

2. Redevelopment Proposal

2.1. Land Uses

The proposed development is to expand the capacity from 5 town houses for 31 guests plus caretakes/staff to 9 town houses for 90 guests plus caretakers/staff. Under the City's Local Planning Scheme, the site is zoned Residential and compliance with R-Code 30.

A ground floor site plan is shown in **Figure 3** and the floor plans are attached as **Appendix A**.



Figure 3: Site Plan



3. Traffic Management on Front Streets

3.1. Road Network

3.1.1. Existing Road Layout and Hierarchy

The layout and hierarchy of the existing local road network according to the Main Roads WA Road Information Mapping System is shown in **Figure 4**.



Figure 4: Existing Road Network Hierarchy

3.1.2. Carriageway and Cross Section

The configuration of the relevant existing road is summarised in **Table 1**.

Table 1: Road Configuration

Road and Location	Road Type	Cross Section	Speed Limit (km/h)
Ford Road	Access Road	2-lane single carriageway	50km/h
Duke Street	Access Road	2-lane single carriageway	50km/h



3.1. Traffic Volumes (add the traffic volumes relevant to the project)

There are no traffic data available for Ford Road and Duke Street on MRWA Traffic Map, it is assumed these roads only carries low volume of traffic and the development is unlikely to affect the road network.



4. Vehicle Access and Parking

4.1. Proposed Access and Rearrangement

Existing property access is located on Ford Road north of Duke Street intersection, the proposed development access will be relocated to Duke Street.

Proposed onsite car parking includes 26 resident bays, 4 visitor bays, 1 staff bay and 1 disable bay.

The proposed site layout and vehicle access arrangement is shown in **Figure 5**.

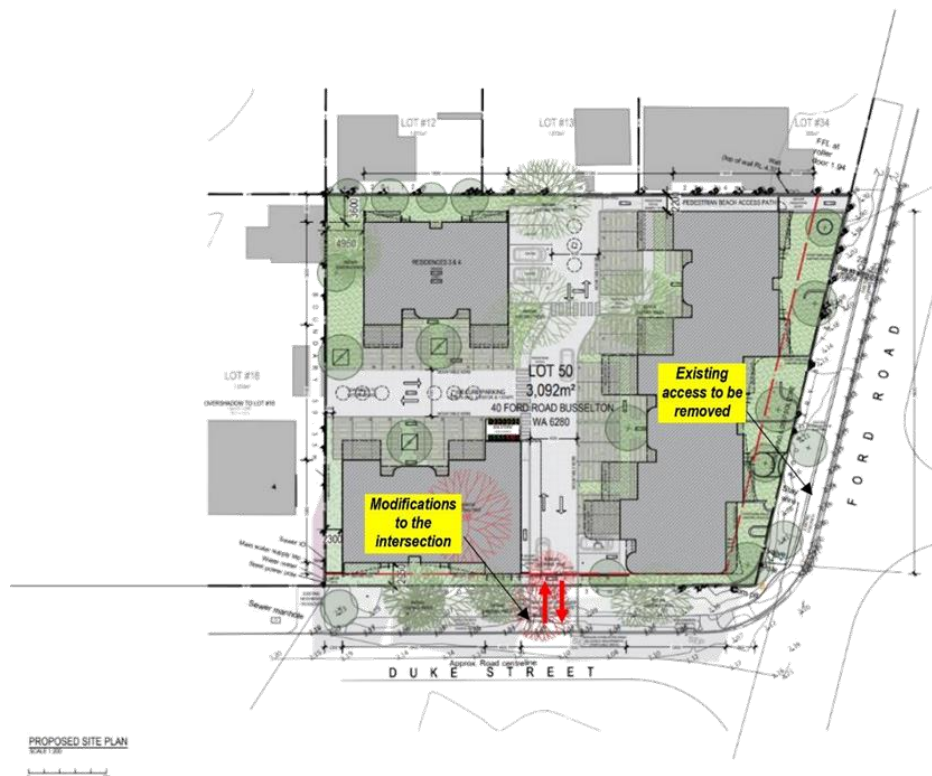


Figure 5: Redevelopment Plan



4.2. Parking Supply

4.2.1. City of Busselton Local Planning Scheme

The requirements for car parking have been assessed for compliance with the City's Local Planning Scheme 21(Relevant scheme) as detailed in **Table 2**, which for residential developments requires compliance to the R Codes.

Table 2: R Code Requirement

Parking types		Location A	Location B
Car parking ¹	1 bedroom dwellings	0.75 bay per dwelling	1 bay per dwelling
	2+ bedroom dwellings	1 bay per dwelling	1.25 bays per dwelling
	Visitor	1 bay per four dwellings up to 12 dwellings 1 bay per eight dwellings for the 13th dwelling and above	
Bicycle parking ¹	Resident	0.5 space per dwelling	
	Visitor	1 space per 10 dwellings	
Motorcycle/ Scooter parking ²		Developments exceeding 20 dwellings provide 1 motorcycle/scooter space for every 10 car bays	

¹ Calculations of parking ratios shall be rounded up to the next whole number.

² For each five motorcycle/scooter parking bays provided in accordance with Table 3.9, car parking bays may be reduced by one bay.

Definitions:

Location A: within 800m walkable catchment of a train station and/or 250m of a transit stop (bus or light rail) of a high-frequency route and/or within the defined boundaries of an activity centre.

Location B: not within Location A.



The parking requirements are calculated in **Table 3**.

Table 3: RDC2 Car Parking Requirements (Location B)

Land Use	Unit	Requirement	Quantum	Required Bays
Residential	1 bedroom dwellings	0.75 bay per dwelling	1	1
	2+ bedroom dwellings	1.25 bay per dwelling	9	12
Residential Visitor	dwellings	1 bay per 4 dwellings up to 12 dwellings	10	3
Total Required				13 resident bays 3 visitor bays
Total Provided				27 resident bays 4 visitor bays 1 staff bay 1 disable bay

As shown, required bays are compliant.

4.2.2. Bicycle Parking

The bicycle parking requirements are also outlined in RDC2 as calculated in **Table 4**.

Table 4: RDC2 Bicycle Parking Requirements

Land Use	Unit	Requirement	Quantum	Required Bays
Residential	dwellings	0.5 spaces per dwelling	10	5
Residential Visitor	dwellings	1 bay per 10 dwellings	1	1
Total Required				5 resident spaces 1 visitor space

As shown, the redevelopment requires 5 resident bicycle spaces and 1 visitor space.

It is proposed to provide 4 bicycle space for each of the dwelling (total 40 spaces) and 1 space for each dwelling for visitors (total 10 spaces). The proposed bicycle parking provision is therefore compliant.

4.3. Parking and Access Layout

The layout and dimensions of the car parking areas have been assessed for compliance with AS2890.1 and AS2890.6 as detailed in **Table 5**. The car park is considered to be User Class 1 or 1A as all bays are for residents (i.e. long term parking).



Table 5: AS2890.1 and AS2890.6 Car Parking Compliance

Dimension	Requirement	Provided
90 degree parking – Class 1A – Residential, domestic and employee parking (AS2890.1)		
Car Bay Width	2.4m	2.5m
Car Bay Length	5.4m	5.5m
Parking Aisle Width	5.8m	6.0m
Blind Aisle Extension	1.0m	1.0m
90 degree ACROD parking (AS2890.6)		
Width of Car Bay and Shared Space	2.4m	2.5m
Length of Car Bay and Shared Space	5.4m	5.5m

The parking layout is compliant with the requirements.

4.3.1. Swept Paths

A swept path assessment has been undertaken using Autodesk Vehicle Tracking to demonstrate the manoeuvrability of the car bays. The B85 vehicle template has been used to test the most critical bays which are the bays at each end of the parking aisle and the private garage closest to the entrance. The swept paths are shown in **Appendix B** and demonstrate that all bays can accommodate the B85 sized vehicle. It is noted that the bays at the eastern end of the car park may require 3-point or 5-point turns which is typical for many large vehicles. The majority of vehicles are smaller than the B85 template and will be able to manoeuvre more easily than shown in the swept paths.

4.3.2. Access Width

The car park access is 6m and the requirement for two-way traffic is 5.5m in accordance with AS2890.1, the access width is compliant with the requirement.

4.3.3. Access Sight Distance

Sight distance requirements from vehicle exit points are defined in Figure 3.2 of Australian Standard AS2890.1-2004 *Parking facilities Part 1: Off street car parking* (AS2890.1) which is shown in **Figure 6**.

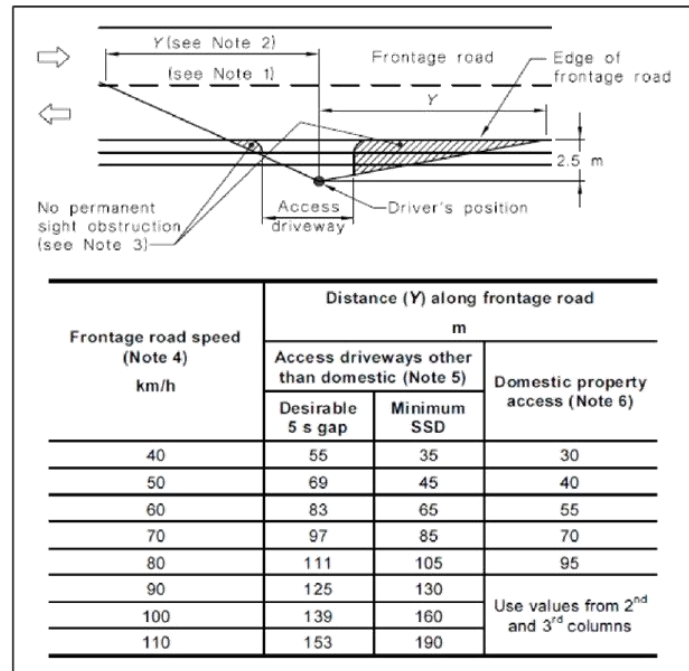


Figure 6: AS2890.1 Sight Distance Requirements

Based on the 50km/h speed limit along Duke Street, the minimum required sight distance is 45m.

As shown in **Figure 7**, the required sight distance is not achieved in both directions due to the existing trees surrounding the proposed access. As the result, existing trees within the proposed access to be removed. Tree branches to shall be trimmed on both side of the proposed access to maintain the Minimum Sight Distance requirement.

Vertically, the geometry of Duke Street is relatively flat with no major crests or sags that would impede sight distance.

It is also noted that Duke Street is narrower than a typical access road and so vehicles are likely to be travelling well below 50km/h.

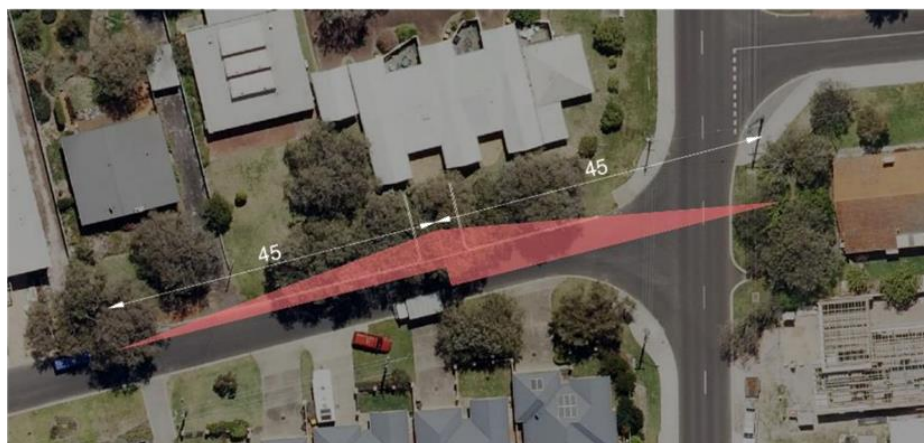


Figure 7: Sight Distance Check

In addition to vehicle sight distance, adequate sight distance to pedestrians is required at the property boundaries for vehicles leaving the driveway. The required sight triangles according to RDC2 are shown in **Figure 8**. The driveway and corner of the boundary are shown in **Figure 9**. As shown, the minimum requirement is archived.

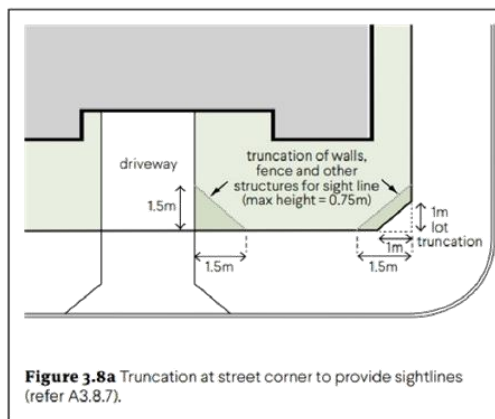


Figure 8: RDC2 Pedestrian Access Sight Distance Requirements

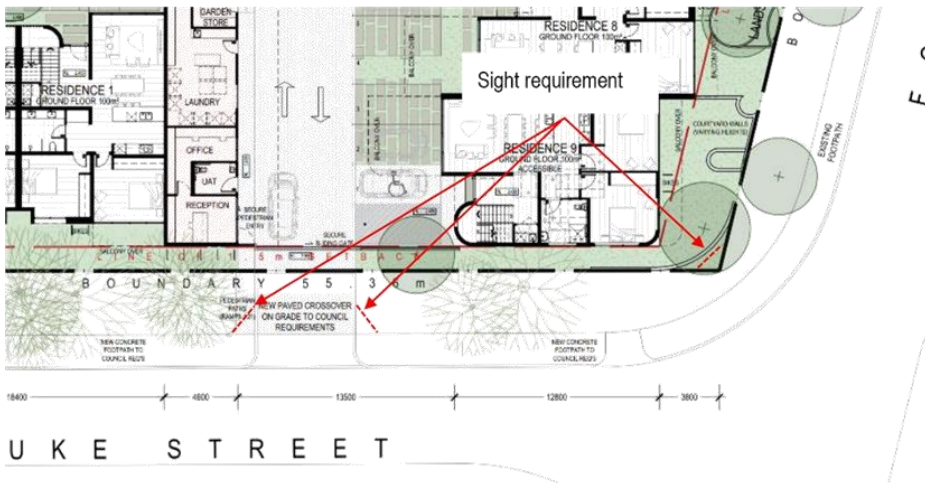


Figure 9: Pedestrian Sight Triangle Check at Proposed Crossover



5. Daily Traffic Volumes and Vehicle Types

5.1. Proposed Development

The volume of traffic generated by the proposed use has been estimated using trip generation rates from the Institute of Transportation Engineers (ITE) *Trip Generation* as detailed in **Table 6**. The peak hour trip rates are based on the peak hour of the adjacent road network typically occurring between 7 to 9am and between 4 to 6pm.

Table 6: Proposed Development Vehicle Trip Generation

Land Use	Units	Quantity	Generation Rate			Number of Trips		
			Daily	AM Peak	PM Peak	Daily	AM Peak	PM Peak
Holiday House	Dwellings	9	2.49	0.19	0.23	60	5	6
Total						60	5	6

The traffic generated by the existing dwellings has not been subtracted from the above as this is considered to be minimal.

As shown in **Table 6**, the proposed development is predicted to generate approximately 60 vehicle trips per day with 5 trips during the morning peak hour and 6 during the afternoon peak hour. This volume of traffic is considered to have a low impact on the road network.

5.2. Vehicle Types

The proposed land uses are expected to primarily generate light vehicle trips.



6. Public Transport Access

The site has good access to existing public transport services. The following TransBusselton bus routes No. 817 is currently operating within reasonable walking distance of the site.

The nearest bus stops are located as shown in **Figure 10**.



Figure 10: Bus Stop Locations

The existing available service is adequate to meet the demand for these services.



7. Pedestrian Access

All roads in the vicinity of the site have at least one path. The Holiday Home has pedestrian access on Ford Road and Duke Street. The pedestrian access points are shown in **Figure 11**. No issues with pedestrian accessibility were identified.



Figure 11: Pedestrian Accessibility



8. Cycle access

It is proposed to provide bicycle parking rails for each town house behind the courtyard walls within the property boundary.

The proposed bicycle parking provision is considered to be adequate.



9. Site Specific or Safety Issues

The crash history of Ford Road and Duke Street for the five-year period ending December 2021 was obtained from the MRWA Reporting Centre as attached in **Figure 12**.

Summary Crash History					
Selection Criteria		Value			
Road		FORD RD (2050217)			
Date		01/01/2017 to 31/12/2021			
Road SLK		0.40 to 0.38			
Severity	Count	Percentage	MIR Type	Count	Percentage
Fatal	0	0.0%	Involving Overtaking	0	0.0%
Hospital	0	0.0%	Involving Parking	0	0.0%
Medical	0	0.0%	Involving Animal	0	0.0%
PDO Major	1	100.0%	Involving Pedestrian	0	0.0%
PDO Minor	0	0.0%	Entering / Leaving Driveway	0	0.0%
Other / Unknown	0	0.0%	Other / Unknown	1	100.0%
Total:	1	100.0%	Total:	1	100.0%
Light Conditions	Count	Percentage	Object Hit	Count	Percentage
Daylight	1	100.0%	SEC Pole		
Dawn Or Dusk	0	0.0%	Traffic Light Post		
Dark - Street Lights On	0	0.0%	Traffic Sign		
Dark - Street Lights Off	0	0.0%	Commercial Sign Post		
Dark - Street Lights Not Provided	0	0.0%	Tree		
Other / Unknown	0	0.0%	Other		
Total:	1	100.0%	Total:		
Road Grade	Count	Percentage	Road Alignment	Count	Percentage
Level	1	100.0%	Curve	0	0.0%
Crest Of Hill	0	0.0%	Straight	1	100.0%
Slope	0	0.0%	Other / Unknown	0	0.0%
Other / Unknown	0	0.0%	Total:	1	100.0%
Total:	1	100.0%			
Speed a Factor	Count	Percentage	Road Condition	Count	Percentage
Yes	0	0.0%	Wet	0	0.0%
No	0	0.0%	Dry	1	100.0%
Other / Unknown	1	100.0%	Other / Unknown	0	0.0%
Total:	1	100.0%	Total:	1	100.0%
MIR Nature	Count	Percentage			
Rear End	1	100.0%			
Head On	0	0.0%			
Sideswipe Opposite Dir	0	0.0%			
Sideswipe Same Dir	0	0.0%			
Right Angle	0	0.0%			
Right Turn Thru	0	0.0%			
Hit Pedestrian	0	0.0%			
Hit Animal	0	0.0%			
Hit Object	0	0.0%			
Non Collision	0	0.0%			
Other / Unknown	0	0.0%			
Total:	1	100.0%			

Figure 12: Crash History January 2017 to December 2021



This showed that there were 2 reported rear end crashes resulting PDO Major, they occurred at the intersection on straight, in dry, during daylight.

The occurrence of crashes on the adjacent road network is considered to be low and does not indicate any typical safety issues with the road network.

The expected volume of traffic generated by the proposed development is not considered to increase the likelihood of crashes measurably. No other site specific or safety issues were identified.



10. Service Vehicle Access

Waste from the redevelopment will be stored in a bin store located within the property next to the major entry. Waste from existing development is currently collected by council waste vehicles from the verge and it is assumed that the same arrangement will apply to the proposed development.



11. Conclusion

Transport Impact Statement of the proposed commercial redevelopment concluded the following:

- The proposed development is expected to have a minimal transport impact on the adjacent road network and no modification to the network is considered necessary.
- There is inadequate sight distance from the proposed vehicle access in both directions due to the existing trees within the verge of Duke Street, it is recommended that two trees are removed within the proposed access and tree branches to be trimmed to maintain minimum 45m sight distance along the northern verge of Duke Street.
- The proposed 6m wide access is adequate for two-way traffic.
- The proposed car parking and motorcycle parking provisions satisfy the requirements of the City's policy and the Residential Design Codes.
- The access and parking layout is compliant with Australian Standards. A swept path assessment confirms that all bays provide adequate manoeuvrability.
- The accessibility for pedestrians and cyclists is adequate.
- The site has good access to public transport.
- A review of the crash history did not identify any atypical crash patterns or safety issues with the adjacent road network. The expected volume of traffic generated by the development is not likely to increase the risk of crashes on the adjacent road network.



Appendix A – Development Plans







FIRST FLOOR PLAN
SCALE 1:500









FORD ROAD - PERSPECTIVE 1



FORD ROAD - PERSPECTIVE 2

NOT
N/A

1:1000 - The number of townships and roads shown shall be subject to change depending on the site.

DMG
ARCHITECTURE
FORD ROAD TOWNHOUSES
LOT 50 JAMES FORD ROAD
BAYVIEW, ONT. M2M 6G8

DMG
ARCHITECTURE
2023-04-19
A03.03



Appendix B – Swept Paths





Memo

To:	City of Busselton	From:	Stantec Australia
Project	CW1200711 - Proposed Redevelopment 40 Ford Road, Busselton	Date:	22 March 2023
Subject	Transport Impact Statement Peer Review	Revision	A
Author	RR	Reviewer	AW

Reference: CW1200711

1 INTRODUCTION

Stantec has been engaged by the City of Busselton (the City) to undertake a peer review of a Transport Impact Statement for Proposed Redevelopment 40 Ford Road (“the report”, “the TIS”) prepared by Shawmac and dated 27/02/2023. The proposal is for a redevelopment of an existing holiday accommodation. The redevelopment would expand the capacity of the Site from 5 town houses (31 guests) to 9 town houses (90 guests).

This review includes a cross-reference of the report to the requirements listed in the Western Australia Planning Commission (WAPC) “Transport Impact Assessment Guidelines for Developments, Volume 4 – Individual Developments” (2016).

2 PEER REVIEW FINDINGS

Table 2-1 summarises the key review findings identified as part of the review undertaken against the WAPC Transport Assessment Guidelines (Transport Impact Statement Checklist for individual developments transport impact statement).

Where the review has found that the relevant sections have been sufficiently addressed or no issues have been identified, the text has been coloured in **green**, while **orange** text has been used for sections where non-critical improvements can be made to the report, and **red** text has been used for sections that have been omitted or insufficiently addressed in the report. Non-coloured text refers to requirements **that need to be adhered to** but cannot be verified as either correct or incorrect in the details provided.

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Prendiville Superannuation Pty Ltd
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Reference: CW1200711

Table 2-1 Peer Review Findings

Item	Peer Review Comment
Proposed development	
proposed land uses	Included. The redevelopment would expand the capacity of the Site from 5 town houses (31 guests) to 9 town houses (90 guests).
existing land uses	Included.
context with surrounds	Included in Section 1.2.
Vehicular access and parking	
access arrangements	Included in Section 4.1. Sight distance assessment was provided in Section 4.3.3 based on AS 2890.1 minimum SSD. The assessment indicated that sight line is not compliant due to trees. As the sight distance assessment was undertaken using aerial image, the location of the tree trunks cannot be determined, therefore the true extent of sight obstruction is not known. It is recommended that a site visit be undertaken to confirm the available sight distance at the new access on Duke Street. Refer to Section 3 below for discussion on access location.
public, private, disabled parking set down/pick up	Included in Section 4.1.
Service vehicles	
access arrangements	Included in Section 10. Waste collection will be undertaken on-street (Duke Street)
on/off-site loading facilities	Included in Section 10. Waste collection will be undertaken on-street (Duke Street)
Hours of Operation	
Hours of Operation	Not included, however it is expected to be typical of motel or hotel operating hours.
Traffic volumes and vehicle types	
daily or peak traffic volumes	Included in Section 5.1. The trip generation rates are slightly lower than ITE rates for "Recreational Home" (ITE Code 260), however the TIS trip generation estimate is still considered reasonable.
type of vehicles (e.g. cars, trucks)	Included in Section 5.2.
Traffic management on frontage streets	
Traffic management on frontage streets	Included in Section 3.

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Reference: CW1200711

Item	Peer Review Comment
Public transport access	
nearest bus/train routes	Included in Section 6.
nearest bus stops/train stations	Included in Section 6.
pedestrian/cycle links to bus stops/ train station	Included in Section 6.
Pedestrian access/facilities	
existing pedestrian facilities within the development (if any)	N/A
proposed pedestrian facilities within development	Included in Section 7. Pedestrian links into Duke Street and Ford Road are proposed. There is also dedicated pedestrian paths within the development.
existing pedestrian facilities on surrounding roads	Included in Section 7.
proposals to improve pedestrian access	Included in Section 7.
Cycle access/facilities	
existing cycle facilities within the development (if any)	N/A
proposed cycle facilities within development	Included in Section 8
existing cycle facilities on surrounding roads	No dedicated cycling facilities in surrounding roads, other than paths.
proposals to improve cycle access	N/A
Site specific issues	
Site specific issues	N/A.
Safety issues	
identify issues	Included in Section 9. There is a typographical error in page 18. The text mentioned 2 crashes, however the crash summary in page 17 only shows 1 crash.
remedial measures	N/A

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Reference: CW1200711

3 REVIEW OF ACCESS LOCATION

To minimise conflict between road traffic and car park traffic, AS2890.1 provides guidance on location where access is prohibited, which is shown below in **Figure 3-1**. This prohibited access location diagram is then applied to the intersections of Ford Street/Milward Street and Ford Street/Duke Street shown in **Figure 3-2**.

Figure 3-2 shows that the existing access on Ford Street is located within the prohibited location, and therefore not compliant with current standards. The proposed development is relocating the access to Duke Street, which is outside of the prohibited location shown in **Figure 3-3** and is therefore compliant with AS 2890.1, subject to confirmation that the relevant sight-line requirements can be achieved.

Figure 3-1 AS 2890.1 Prohibited Access Location

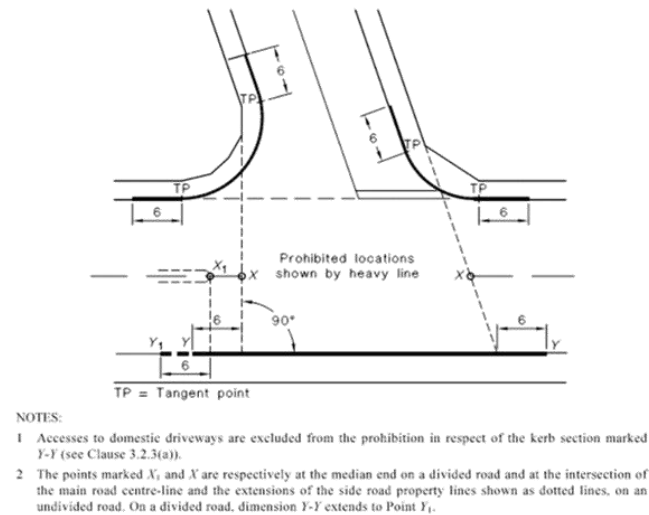


FIGURE 3.1 PROHIBITED LOCATIONS OF ACCESS DRIVEWAYS

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Reference: CW1200711

Figure 3-2 Ford Street/Milward Street/ Duke Street Prohibited Access Location



Figure 3-3 Proposed Development Access on Duke Street



Design with community in mind

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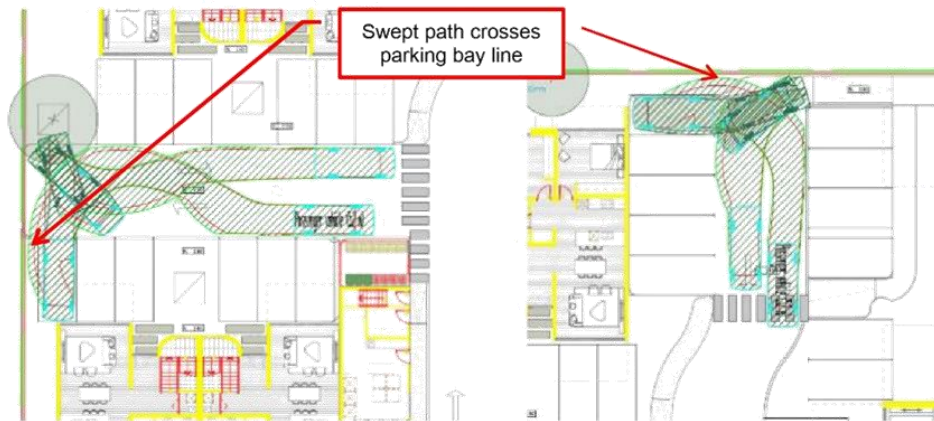
Reference: CW1200711

4 SWEPT PATH REVIEW

Swept path assessment has been undertaken at the blind aisle, showing that a B85 car requiring 3-point turn to exit the bay. This is typical of bays in blind aisle due to the restricted space. As the Site use is 'residential' in nature, 3-point or 5-point turn can be tolerated.

It is noted however that the car crosses the parking bay line adjacent to the blind aisle extension as shown below in **Figure 4-1**, which allows for single forward entry movement. It is unclear from the plan, however the last parking bay should be flush with the blind aisle to allow easier entry into the parking bay.

Figure 4-1 B85 Parking Manoeuvre



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Reference: CW1200711

5 SUMMARY

Stantec has undertaken a peer review of a TIS for the "Proposed Redevelopment 40 Ford Road" Site. The following conclusions have been made with regards to the TIS:

- The TIS provided most of the information listed in WAPC Checklist.
- Undertake a site visit to determine the available sight line and to ascertain whether trees need to be removed.
- The proposed site access on Duke Street is located outside of the AS 2890.1 prohibited access location. The existing access location on Ford Street currently does not comply with AS 2890.1.
- The edge of the parking bay adjacent to blind aisles should not be kerbed to allow cars to enter forward in comfortably.

SUMMARY OF SUBMISSIONS
PROPOSAL: Error! No document variable supplied.
SUBMISSIONS CLOSE: 30 NOVEMBER 2022
OFFICER: ANDREW WATTS

No.	NAME	SUMMARY OF SUBMISSION
External Agencies		
1.	Department of Biodiversity Conservations and Attractions	Refer to Attachment 000 – Department of Biodiversity Conservations and Attractions
Public Submissions		
1.	S Papadopoulos BUSSELTON	OBJECT: The proposed development has its entry on Duke Street and considering the number of units, guest and visitor parking (40 bays plus 4 street bays) will have a major impact on all the residents quiet enjoyment. We purchased our property a few months ago and based our offer to purchase on the outlook from the front courtyard (the only outside area the property has) and the quiet street scape. The proposed plan has moved the entry from Ford Road which has little or no impact on residents to a quiet tree lined neighborhood street where children play and walk to the beach and school bus. Being directly opposite our home we believe cars (allowance for 40 car bays & 4 on street bays) entering and leaving the development will create noise, safety and direct headlight issues onto our properties at all times of the day and night. We strongly disagree with the entry access on Duke Street.
2.	S Papadopoulos BUSSELTON	OBJECT: Good morning I originally put a short comment in 'your say' and due to Christmas and the holiday period and timing of the advertising of the proposed development was unable to gather some valid information. I am asking for a 7 day extension from the closing date as I am now waiting on that information that I would like to add to my original say. Hope this is would be acceptable.
3.	S Papadopoulos BUSSELTON	OBJECT : Refer to Attachment 001 – S. Papadopoulos
4.	S Papadopoulos BUSSELTON	OBJECT: 1. I, with my husband, am the owner of 186 Duke Street, Busselton. I live directly opposite the proposed redevelopment. Planning policy should contribute positively to making a neighbourhood better for its residents and ratepayers. I am of the view that the proposed redevelopment of Lot 50 (No 40) Ford Road, Busselton, a 45 bed, 40 car bays, will have a negative impact on residents/ratepayers in Duke Street,

SUMMARY OF SUBMISSIONS

PROPOSAL: Error! No document variable supplied.

SUBMISSIONS CLOSE: 30 NOVEMBER 2022

OFFICER: ANDREW WATTS

		<p>and the other surrounding streets close to the redevelopment. This large-scale redevelopment with the capacity to accommodate 90+ people at any one time, (an 82% increase on the current available beds) is incompatible with the low density, peaceful residential neighbourhood we reside in.</p> <p>It is my understanding that the approval for Non-Conforming Use by the City of Busselton was given to the CWA specifically to build cottages for members seeking respite.</p> <p>I am not against the redevelopment of the site. However, it should be in keeping with the other developments in the area and respectful of the reason for the original non-conforming use approval as well as the low density residential zoned neighbourhood the site is located in.</p> <p>My reasons for my objections to this redevelopment are as follows:</p> <p>DUKE STREET ENTRY TO REDEVELOPMENT:</p> <p>The current Ford Road property has its entry on Ford Road. By relocating the entry to the redevelopment on to Duke Street, it will mean the 45-bedroom, 40 car bays, high density building will turn Duke Street from a safe, peaceful, low traffic street, into a thoroughfare.</p> <p>The entry to any redevelopment on Lot 50, should remain on Ford Road.</p> <p>SAFETY CONCERNS:</p> <p>Currently, children, grandchildren and pedestrians use Duke Street to play and walk. The danger from increased private motor vehicles (trailers/jet-skis in tow) commercial vehicles, taxis and chartered vehicles and buses using Duke Street to come and go is a serious safety issue for residents. Exiting vehicles from the redevelopment will not turn left to use Ford Road, they will turn right and drive down Duke Street.</p> <p>QUIET ENJOYMENT:</p> <p>Our property is directly opposite the proposed entry in Duke Street. Our only outdoor area is the front garden. This is also the case for our three neighbours. The redevelopment will have a negative impact on the quiet enjoyment which we currently have. The peacefulness of Duke St was one of the reasons why we purchased our property.</p> <p>Our quiet enjoyment will be impacted by:</p>
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SUMMARY OF SUBMISSIONS

PROPOSAL: Error! No document variable supplied.

SUBMISSIONS CLOSE: 30 NOVEMBER 2022

OFFICER: ANDREW WATTS

		<p>Vehicle headlights: Should the Duke Street entry to the redevelopment be approved it would mean we will have car headlights shining directly into our property (and neighbours) at all hours of the night.</p> <p>Noise nuisance: Holiday makers will be coming and going at all times of the day and night from a concentrated entry and exit directly opposite our home. A 45 bed, 40 car bays, holiday high density property will mean an increase in noise levels: 90+ holiday makers voices, amplified music, radios, engines starting and revving, opening, and closing of car doors. It is a far different proposition to the peaceful amenity we currently enjoy in our quiet residential street.</p> <p>Privacy: With the entry directly opposite us, we will have no privacy. It will have a major impact on our quiet enjoyment.</p> <p>PROPOSED STREET PARKING:</p> <p>The proposal includes 2 street parking bays opposite our home and a further 2 in Ford Road. Why?</p> <p>Would this possibly be a provision for buses and larger charter vehicles? If so, it is a flagrant disregard for the current streetscape and residents of Duke Street. There are 36 parking bays in the complex, which include visitor bays. Surely, there is no need for further parking on the street.</p> <p>SITE CLEARING:</p> <p>The redevelopment requires the removal of 5 mature trees. It is deplorable that an out of place high-density large-scale redevelopment plan includes chopping down 5 mature trees. Once the 5 mature trees are chopped down there is the potential for the few remaining trees on the site to have root damage from felling the 5 trees and causing the health of the remaining trees to be compromised. In our changing climate all trees are valuable. The mature trees to be felled in Duke Street add to the streetscape. Plans should be amended to save the trees in question.</p> <p>The trees on Duke Street would not have to be removed if the entry to the redevelopment remained where it is on Ford Road.</p>
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SUMMARY OF SUBMISSIONS
PROPOSAL: Error! No document variable supplied.
SUBMISSIONS CLOSE: 30 NOVEMBER 2022
OFFICER: ANDREW WATTS

		<p>In conclusion, I assume that all decision makers involved in considering this submission have visited the proposed Lot 50 (No 40) Ford Road, Busselton and considered the density of the development on the available land and the obvious impact on the amenity of neighbouring properties.</p> <p>I would urge all the decision makers to view the proposed development through the lens of a neighbour and the impact it would have on them if it was opposite their home.</p> <p>I would be grateful if the City of Busselton would take my objections into consideration when deciding this proposal. Thank you.</p> <p>Shirley Papadopoulos January 4, 2023.</p>
5.	P Biagioni BUSSELTON	<p>SUPPORT: "It will enhance the streetscape and add value to our area.</p> <p>It will definitely be an improvement to what is on the site at the moment."</p>
6.	T Munro BUSSELTON	<p>OBJECT: I don't support the intensity / density of the proposal in a local residential area. I don't support to main entry / exit on Duke St. The current entry / exit is on Ford Rd and should remain in Ford Road. I don't support the on-street car parking on Duke Street. There should be no parking on Duke Street. The increase in traffic on Duke St would negatively affect the current residences. The density is inappropriate for the location.</p>
7.	T Munro BUSSELTON	<p>OBJECT: The proponent and City of Busselton need to seriously consider the adverse impact on Western Ringtail Possums from this proposal. The WRP is known is to feed, breed and forage on the property. The proposal needs to be referred by the proponent to the State Environmental Protection Authority (EPA) and the Federal Environment Department under the EPBC Act to determine if there is needed a formal assessment on the potential impacts to the Critically Endangered Western Ringtail Possum. The proponent appears to have not undertaken a fauna study to determine how many breeding female possums are present on the property. The impacts on WRP from the development, for example the 24/7 lighting required for high density tourist residential, have not been considered and are unlikely to be receptive to nocturnal possum specimens residing in the area. The development density does not allow for suitable WRP habitat to be incorporated into the design. The proposal is deficient in environmental assessment.</p>

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8.	R Hingston BUSSELTON	OBJECT: I note that the access to the proposed building is from Duke St. This will absolutely destroy the current ambience, peacefulness and one of the best streets in Busselton. The reason for this is to have access from Duke Street and will thereby greatly increase the traffic along Duke Street, of which my house faces (on corner of Georgette and Duke Streets). When we bought our house here 27 years ago it was for the low traffic movement along Duke Street and its quiet nature. We have many grandchildren and Neighbour's children that use Duke Street for cricket, football, handball and tennis because it has a low traffic movement, and the kids can play there in safety. The current design of this building having access to Duke Street is therefore poor planning. If the City approves of the current access to Duke Street, has disregard for other residents who have bought properties here (or recently) and for reasons similar to mine. I urge the City to redirect the developers of the proposed building to access their site via Ford Rd and NOT from Duke Street, please. If the City approve this proposal, they do not care much for long-standing residents who have lived on this quiet street for many years. I am against this proposal because it will greatly increase traffic in Duke Street. The current access to Ford Road has worked since the CWA Holiday homes have operated in excess of 50 years. Please give consideration to our concerns please. Thank you.
9.	L Yeomans BUSSELTON	SUPPORT: I am happy for this development to go ahead but my concern is the entrance to the property being on Duke St and the extra parking bays proposed to be on Duke St as this is a street with many families and elderly people. I would like to see Duke St continue to be that with out the extra traffic.
10.	D Breen BUSSELTON	OBJECT: Refer to Attachment 002 – D Breen
11.	D Breen BUSSELTON	OBJECT: Refer to Attachment 003 – D Breen
12.	J Mercer & B Skellern BUSSELTON	OBJECT: We have received the information regarding the proposed development on Lot 50 Ford Road opposite our home at 184 Duke Street Busselton. Our understanding is 'your say' is so the shire can understand and consider our concerns. We are residents not businesspeople and we understand there will change in the Busselton but change should not be at cost of residents looking for a quiet retirement in a quiet street.

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		<p>We have recently bought our home and the attraction on our decision to purchase at the time was that Duke Street is a quiet low traffic family/residential street, we understood the CWA cottages where across the road and access to them was from Ford Road.</p> <p>We have looked at the proposed plans of Ford Road and disagree with the size of the development it is very high density for the area and we are totally against the access being diverted off Ford Road to Duke Street, our reasons are as follows: -</p> <ul style="list-style-type: none">• A major increase in traffic flow based on the size of the development requiring forty car bays.• An enormous impact on our quiet enjoyment from cars shining headlights directly on to ours and neighbours' homes.• Holiday groups coming and going at all times of day and night from a concentrated entry and exit of the street.• Impact on our quiet enjoyment, privacy, and negative value of our home.• Our only outdoor area as is the case for our three neighbours is the front yard, we do not have a backyard to retreat to which will have an enormous impact on us.• Safety issues for grandchildren and pedestrians that currently use Duke Street to walk and play. <p>Please consider how this would impact you if the access for a development like the proposed was changed to opposite your home.</p>
13.	S Teal BUSSELTON	<p>SUPPORT: We require affordable accommodation. This looks like a well planned project. I hope the Council will require the holiday homes to be available for longer leases at reduced cost for locals to rent in the off seasons.</p>
14.	R Vohland BUSSELTON	<p>OBJECT: 1 My property adjoins this non conforming proposal at my back fence line</p> <p>2 As i can see by the proposed plans certain units look into my property which i feel invades my privacy and convenes council regulations to the building code</p> <p>3 This proposal is well outside the fit for purpose in a now quite residential area</p>

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		<p>4 The increase in persons using this non conforming proposal will disrupt the neighbour hood through coming and goings of persons and vehicle traffic The number of rooms is not a true indication of the number of persons who will be using these facilities as bunk type bedding will no doubt be introduced to the rooms</p> <p>5 Removal of trees is not fully indicated on the said plans as i pointed out to the planning section when i received the plans at the council offices after receiving the letters dated 5/12/2022 The trees that now exist at my back boundary does give me some sort of buffer from noise and traffic lights The place as it exists is noisy at times but this proposal will no doubt cause a disruption to my privacy</p> <p>6 I would prefer if this development does not go ahead my concerns in short</p> <p>(a) evasion of privacy units facing into my yard (convenes the building code?)</p> <p>(b) increase noise and traffic lights etc coming onto and leaving the property at all hours of the night</p> <p>(c) Number of persons residing there at any one time rooms are not a indicator?</p> <p>(d) Fence in its present form to the boundary adjoining my property is inadequate needs to be a high soundproof type fence nothing showing or indicated on the plans?</p> <p>(e) What trees are to be removed?</p>
15.	M Leonard BUSSELTON	<p>OBJECT: 1) The application to have 36 possible cars entering and exiting onto Duke street is totally unacceptable. the current access and egress to this site is from Ford Rd, which is where it's been for many years.</p> <p>2) Duke Street is a minor street, with no footpaths, and of limited width is totally unsuitable for an increase in traffic such as this, furthermore the 'type' of traffic from what's basically a hotel development is not consistent with regular residential traffic.....i.e. check in and check out times being particularly busy, guests come and go with much greater frequency that standard residential occupancy property, guests and not familiar and unaware of the high number of kids, pedestrians and in many cases venerable elderly and wheelchair users that frequent Duke Street</p> <p>3) In relation to the quiet nature of Duke Street - this is one of the primary reasons my wife and I recently purchased 168 Duke. My wife is an active wheelchair user and most days</p>

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		<p>wheels into town along Duke....as there are no footpaths, an increase in traffic (and traffic of this nature) would have serious safety concerns for her and others in a similar situation</p> <p>4) Many kids, including my own, play extensively on Duke St.....simply because of it's quite nature and currently limited traffic....while we are fairly new to the street, we have stayed on it regularly since 2018 and in that time observed kids of varying ages regularly playing on the street....the social aspect of this cannot be downplayed.</p> <p>5) During the recent 'leavers' there was a significant increase in vehicular traffic on the street, and that is without a dedicated and sole access to Duke Street – the same traffic was noticeably travelling faster than regular street traffic.</p> <p>6) Its been mentioned to me by a resident that one of the planners has stated traffic would 'exit the proposed Duke Street Entry and proceed to Ford Rd'.....I fail to see how this could be determined.</p> <p>Traffic will take the path of least resistance and having to enter Ford Rd, with further major intersections off same would not be conducive with typical driver behaviour</p> <p>7) The development itself, I can see causing concern for immediate neighbours, both in terms of serious overlooking issues and without a doubt significant additional noise</p> <p>8) What's being proposed is more in line with a hotel than the typical one-off short stays or single airbnb's scattered through the locality – is this what's wanted in a residential street...?</p> <p>To summarise, I believe any attempt to have vehicular access onto Duke street is totally unacceptable and would have significant detrimental consequences for safety of all residents on Duke Street.....see attached a very crude but effective representation of the number of cars at each property exiting onto Duke - the 36 at the proposed development stands out a bit....</p>
16.	C Edwards BUSSELTON	<p>OBJECT : We believe that the proposal is inappropriate on two fronts;</p> <p>1. The area is zoned as residential and not part of a strategic tourist zone. We understand that the original approval given to the CWA for the current holiday site would have been done so out of an acknowledgement of the philanthropic work carried out by the CWA at the time. The new proposal is purely based on a commercial outcome and is not in the spirit of why the land was given an exemption many years ago.</p>

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		<p>2. The proposal will result in a dramatic increase in car traffic on Duke Street coming to and from town. Compared to the current use, the number of units increases from 5 to 9 and the total capacity of the units almost triples to over 90 people (9 units each with 5 queen / double bedrooms). The plans for the application reflect this increase with a large number of parking bays.</p> <p>In summary, the size, scope and scale of the proposal is inappropriate for a residentially zoned area.</p>
17.	S Campbell WEST BUSSELTON	<p>OBJECT: This proposal will see the destruction of critical habitat trees for endangered Western Ringtail Possums. Fragmented habitat corridors is one of the key causes of the rapid decline of the species, one which is found nowhere else on Earth.</p> <p>Loss of these trees also means loss of shade and overall visual appeal of the area</p>
18.	L Eades BUSSELTON	<p>OBJECT : Possums birds tree's also quite area don't need this in Street</p>
19.	J Harvey BUSSELTON	<p>OBJECT : To: City of Busselton 8th January 2023</p> <p>I have received the information regarding the proposed development on Lot 50 Ford Road opposite my home at 188 Duke Street Busselton.</p> <p>My understanding is 'your say' is so the shire can understand and consider my concerns. I am a resident not businesspeople and understand there will be development in the Busselton area, but it should not be at cost of quality of life and safety of residents looking for a quiet retirement in a quiet street.</p> <p>I bought my home two years ago and the attraction when deciding on the purchase at the time was that Duke Street is a quiet low traffic family/residential street lined with healthy mature peppermint trees, I understood and took into consideration lot fifty had access to the nine cottages off Ford Road.</p> <p>I disagree with the size of development; it is not conducive to the area. I am totally against the proposed access off Duke Street, the reasons are as follows: -</p> <ul style="list-style-type: none"> • A major increase in traffic flow based on the size of the development requiring forty car bays.

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		<ul style="list-style-type: none">• An enormous impact on our quiet enjoyment from cars shining headlights directly on to my neighbours' homes and mine.• Holiday groups coming and going at all times of day and night from a concentrated entry and exit of the street.• Impact on our quiet enjoyment, privacy, and negative value of our home.• My only outdoor area as is the case for our three neighbours is the front yard, we do not have a backyard to retreat, the current proposal will have an enormous impact on us all.• Safety issues for drivers, pedestrians and bike riders that currently use Duke Street. <p>Other concerns:</p> <ul style="list-style-type: none">o Forty car bays requiring street parking and the removal of the mature, healthy peppermint trees. These trees are home to numerous endangered Ring Tail Possums.o The significant increase in size/footprint of each proposed unit in comparison to the existing units e.g. seven metre high walls <p>Please consider our concerns and how this proposal will impact our streets quality of life, our safety and the environmental impact of removing healthy, mature peppermint trees.</p> <p>Thank you</p>
20.	R Hingston BUSSELTON	<p>OBJECT: This development is not in keeping with a quiet residential area of the townsite.</p> <p>I have lived on the corner of Georgette St (my address) and Duke St for over 29 years and moved here because it is one of the quietest and beautiful streets in Busselton. Duke St does not have much traffic on it during the day except for its residents.</p> <p>If this development goes ahead this is very poor planning given the narrow street that Duke is and allowing the new development to access Duke St.</p> <p>The City has spent a lot of money upgrading Ford Rd allowing higher use for traffic and this is where the problem lies. Keep access from this development onto Ford Rd and NOT Duke St. Increased traffic down Duke St should not be allowed due to design of the new building allowing exit onto Duke St. It is also one of the few streets in this area that do not allow major traffic access to and from town as it is not a through road like Adelaide or Kent Streets.</p>

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		<p>At the present time (and for the past 50 years or so this has operated by CWA Holiday Units) there has been no conflict with those temporary residents with local residents in Duke St. This is because all vehicles exit this complex via Ford Rd.</p> <p>This development, as a much larger short stay accommodation, will also cause an increase in general noise, more rubbish, dogs (if allowed) and high traffic coming and going into or out of it. Cars will be parked in Duke St and there should not be any bus movement down Duke St due to its narrow width.</p> <p>This area does not need two story buildings that will wreck the overall amenity and landscape values of Duke St - one of the prettiest streets in Busselton.</p> <p>I also think that the advertisement placed in local newspapers by the city is also deceptive in that it does not fully describe the true design of the future building.</p> <p>This advert describes the development as "Extension of Non-Conforming Use - Tourist Accommodation (Caretakers residence and (x Accommodation units)". This implies that the new development will not be a two-x story unit but does not imply that the existing buildings will be demolished to build a 45 bed complex. I therefore feel that the advert is deceptive for other local residents who may not be aware of the scale of the proposed development.</p> <p>There are many mature peppermint trees which are at least 15-30 years old that will need to be cleared for this development to progress. This will destroy the habitat of the endangered ring-tailed possum as this area is also one of the highest populations of possums in town. This should not be allowed although the developers would be required to plant many younger trees, there will be a loss of possum habitat for at least 15 years. Although an environmental consultant will be employed to confirm this. this process is only rubber stamping or ticking boxes for the Dept of Planning at the City.</p> <p>This loss of peppermint trees on this end of Duke Street will also destroy the visual amenity of Duke St - a common reason why many people buy property in this street.</p> <p>I am therefore against the scale of this proposal and wish that Councilors give serious consideration against the development as it will have a negative impact on residents and ratepayers in Duke St.</p> <p>Thank you.</p>
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21.	M Preedy BUSSELTON	SUPPORT: The eastern side of the City of Busselton to Ford Road would benefit from new/improved buildings/residences, and lift the standard of buildings in this area. This would make it more attractive and appealing to both local residents and holiday makers. Given that a caretaker's residence is planned for the site that should assist with problems that those living closer to this development may encounter.
22.	J Davy BUSSELTON	OBJECT: Refer to Attachment 004 – J Davy
23.	D Birch BUSSELTON	OBJECT: I recently holidayed in Busselton for the first time in many years at a home that will be affected. I reviewed the old CWA site (good memories but circumstances I wont discuss) and was made aware of the development. I cannot see how development has any relevance to the existing Non-Conforming Use current - development is for profitable tourist rental accommodation and has nothing in common with PURPOSE of current use. I can understand why effected home owners are upset as development represents significant change to this quiet end of town. Developments of this style need to be away from this residential end of town and more to the beach further west of the town site
24.	J Campbell BUSSELTON	OBJECT : I live in Duke St and am concerned re the traffic, privacy and environmental implications of this development, The CWA site housed approximately 30 guests and had adequate on site parking. I would like to see a copy of the traffic assessment for this site. The new proposal will have 90 guests and it is proposed the trees is Duke St be removed for parking sites on the road. These are beautiful healthy peppermint tress that are homes for the critically endangered ring tail possum. It seems incongruous that the counsel has funded a "Possum park" at the end of Ford street and will now destroy native habitat and ruin a lovely streetscape. The new entrance to the proposed site will be on Duke St. Duke St is a narrow dimly lit street with no footpaths on either side of the road. Presently those using gophers and wheelchairs must use the road. Increased traffic to the proposed site will use Duke St as a thoroughfare increasing the risk of harm to residents. Cars will park on the road causing obstruction in the street and increased hazards for pedestrians and the disabled.As each unit will now hold up to 10 people there will be a large increase in traffic and the use of larger commercial vehicles and small buses that will further add to the congestion of the street. Ford Street recently

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		<p>underwent an expensive upgrade to cope with increasing traffic so the entrance to the development should be on Ford Street where it is currently situated. Duke St is often used for learner drivers as it is quiet. This already leads to road obstructions at times</p> <p>The CWA site was a nonconforming site and had no plans of development until recently. It has been used by families coming for a holiday for years. They were quiet and welcome in the street. The local community had no idea of the proposed changes that will affect their privacy. Those who have recently purchased a house here had no idea of such a development plan and thought they had bought in to a quiet residential area.</p> <p>I am not against refurbishing the site but the present plan is unsuitable in a residential area. If the site was redeveloped retaining its current capacity.</p> <p>Those living in Duke St opposite the proposed entrance will be affected by noise and invasion of privacy as the 2 (or is it 3) story developments have verandas that will enable guests direct views into surrounding houses, even more so once the peppermint trees are gone. The traffic of cars coming and going and noise produced by large numbers of guests arriving together on buses will be horrendous.</p> <p>At night car lights will be constantly beaming in to the front of the units opposite.</p> <p>I invite all counselors to meet me on the corner of Ford and Duke St to see what the impact of this development will be to rate paying residents who bought in good faith.</p>
25.	A Leonard BUSSELTON	<p>OBJECT: Myself, my husband and our 8yr old son have just recently bought a house on Duke street as it is a quiet residential Street. I am a full time wheelchair user and I frequently wheel from our house into the jetty and into the city independently. As there is no footpath I wheel on the road, often with my 8yr old son, the traffic flow is quite minimal and I feel safe wheeling on the road. If the proposed development is allowed to change vehicular access from Ford Rd to Duke St, I am concerned that the increase in traffic on this quiet residential street will no longer allow me to safely wheel on the road and thus curb my independence and freedom to move freely outside my own home. The application to have an extra 36 possible cars entering and exiting onto Duke St is totally unacceptable, Duke St is a narrow St with no footpaths and totally unsuitable for an increase in such traffic, where as Ford Rd is already set up to accommodate this flow of traffic. Personally I don't have the</p>

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		<p>option to wheel off the road or on the grassed areas. I also note that I am not the only wheelchair user or person with mobility issues that uses this street.</p> <p>Refer to Attachment 011 – A Leonard</p>
26.	J Harvey BUSSELTON	<p>OBJECT: Additional information.</p> <p>Further to my submission on 09/01/23 I would like to add the following -</p> <ol style="list-style-type: none">1. I object to the seven metre high wall of the proposed unit 9 which has a balcony and windows which will look directly into my only outdoor living area.2. I would like to get calcification on how many levels the proposed units will have - two or three?
27.	B Blissenden BUSSELTON	<p>OBJECT: I have recently moved to the area and moved into this particular street as it is quiet and has very little traffic.</p> <p>I walk my dog daily and enjoy a quiet life which will be unfairly disturbed by a driveway being allowed to be added at the Duke Street side of the proposed site.</p> <p>I have an 8 year old grandson who often stays with me and he has befriended other young children in the street. They walk between houses and I feel safe knowing that he is doing this in a controlled environment, away from traffic.</p> <p>I am puzzled by the motivation for the proposal being considered on the grounds that Ford Road is where the driveway currently is and that Road is wide and a direct thoroughfare between Peel Terrace and Marine Terrace, which leads me to question if this aspect of the proposal is driven by money and greed, without considering the effects it will have on the surrounding residential and wildlife community.</p>
28.	P Chamberlain BUSSELTON	<p>OBJECT: I do not support the scale of the development. Its a near 300% increase in the number of rooms and people that can stay there. I support upgrading the existing accommodation but not expanding it to the scale proposed.</p> <p>It will have a negative effect on traffic flow through Duke Street which has no foot paths to allow people living in the streets with wheelchair needs to navigate safely through the additional traffic should the access and egress be changed from Ford Road to Duke Street.</p>

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		<p>The proposal will also see the removal of many peppermint trees to expand the existing accommodation on site which will affect the native wildlife such as the possums.</p> <p>It will also affect the quiet enjoyment of the residents that live in Duke street.</p> <p>Please reconsider the scale of the expansion and leave the access and egress to the Ford Road side where the road has already been expanded to cater for the additional traffic and access to Peel terrace.</p>
29.	J M Hatwell NORTH PERTH	<p>SUPPORT: The area could benefit from some development and amenity that is sympathetic to the local environment. This development looks potentially beneficial to the area and may assist with bringing more amenity to the area without having any negative impacts. I support this development.</p>
30.	A Bilsby BUSSELTON	<p>OBJECT: I don't support this development proposal as it stands, because I believe the amenity of Duke Street will be adversely affected by the driveway position of the development. The development is planned for Lot 50 Ford Road, not Lot 50 Duke Street. The current CWA holiday units are accessed via the entry on Ford Road and changing that access to Duke Street would mean a lot more car traffic on the quiet, family-friendly street. Duke Street is short and doesn't provide direct access to the Busselton CBD like Kent Street and Adelaide Street do. Currently my children are able to play out the front without multiple cars speeding down the street, allowing impromptu cricket matches between the many children of Duke Street to occur. The 30+ cars that would be accessing the new holiday accommodation at Lot 50 Ford Road would negatively impact the safety of the neighbourhood children. As such, I would ask the City of Busselton to only approve a development application with access from Ford Road, not Duke Street.</p>
31.	N Sheridan BUSSELTON	<p>OBJECT : The local traffic infrastructure isn't capable of handling this increase in traffic. Will greatly affect Duke st and the safety of the young families in the area.</p> <p>The destruction of the local peppy trees and the affect this will have on th ring tail possum population In The area will be devastating.</p>
32.	A Clifford BUSSELTON	<p>OBJECT: Refer to Attachment 005 – A Clifford</p>
33.	M & G Stanford BUSSELTON	<p>OBJECT: Refer to Attachment 006 – M & G Standford</p>

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34.	D Rees DUNSBOROUGH	OBJECT: Refer to Attachment 007 – D Rees
35.	G Thomas BUSSELTON	OBJECT: Refer to Attachment 008 – G Thomas
36.	S Bray (NOT PROVIDED)	OBJECT: Refer to Attachment 009 – S Bray
37.	C Elliot (NOT PROVIDED)	OBJECT: Refer to Attachment 010 – C Elliot



Department of Biodiversity,
Conservation and Attractions



E-MAILED
23/2/2023

*We're working for
Western Australia.*

No.	Receipt No.
7 FEB 2023	

City of Busselton

[REDACTED]

Chief Executive Officer
City of Busselton
Locked Bag 1
BUSSELTON WA 6280

ATTENTION: [REDACTED]

EXTENSION TO NON-CONFORMING USE – TOURIST ACCOMMODATION (CARETAKERS RESIDENCE AND 9 X ACCOMMODATION UNITS) - LOT 50 FORD ROAD BUSSELTON

I refer to your email dated 30 January 2023 seeking the Department of Biodiversity, Conservation and Attractions' (DBCA) Parks and Wildlife Service comments in relation to a proposed development application for the above property.

DBCA provides the following advice on the proposed development.

Advice to City

Western ringtail possums (WRP) are listed as threatened species under the *Biodiversity Conservation Act 2016* (BC Act) and the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act). WRP are listed as critically endangered under both the BC Act and the EPBC Act. WRP have been found in close proximity to Lot 50.

Implementation of the development as proposed, will require the removal of large trees that provide suitable habitat for threatened fauna, as indicated by the *DMG Architecture Ford Road Townhouses* plan (Project 22007, Drawing A01.02) (Plan).

The vegetation along Duke Street forms part of a fauna corridor connection that contains high quality WRP habitat. DBCA's preference is for WRP habitat to be retained where possible and suggests that options for amendments to the development plan be considered to retain trees where possible. Considerations could include reducing building footprints, relocating visitor parking area and relocating the crossover to retain additional fauna habitat trees.

Trees identified for retention should be protected from impacts of fill that could lead to decline and death of the large WA Peppermint trees. DBCA recommends that all utilities, servicing pipes and cables are located to avoid impacts on retained trees and their root systems.

DBCA also recommends that removed trees are replaced with WA Peppermint trees to consolidate the existing fauna corridor linkage.

Regional and Fire Management Services Division
South West Region
PO Box 1693, Bunbury, Western Australia 6230
dbca.wa.gov.au

00011000

When clearing of threatened fauna habitat is unavoidable an experienced fauna spotter, who holds a section 40 ministerial authorisation to take or disturb threatened fauna under the BC Act, should be engaged to be on-site prior to and during vegetation clearing.

Thank you for the opportunity to comment on this application. Please contact [REDACTED] if you have any queries regarding this advice.

Yours sincerely



[REDACTED]
Acting Regional Manager
South West Region

21 February 2023

Subject:
Date:

Lot 50 (NO. 40) Ford Road Busselton
Monday, 16 January 2023 8:40:13 AM

 This email is from outside the CoB. Links or attachments may not be safe.

To the Councillors, Jaymee Daff Planning Officer

“Your say” submissions for DA22/0754 – Extension to Non-Conforming Use – Lot 50 (No40) Ford Road, Busselton closed on 11/01/2023. Due to the late arrival of the City of Busselton’s letter – dated the 30 th of November, 2022 but not received until mid-December, together with Christmas and New Year holidays cutting into the available time given to lodge submissions, the information I was waiting on in relation to the above development proposal did not arrive before the 11 th of January, 2023.

On the 11 th of January, I requested a week’s extension to that date, as I have not had a reply to that request, please take my comment in this email into consideration when voting on the above proposal.

Also, I would appreciate the answers to the following questions so I might better understand the development application process.

Can you please advise me of where I can find the applicant’s report describing the history of the site and the proposed redevelopment? I couldn’t find one – is there one and is it in the public domain?

Is there a traffic report available to residents? Or does the developer engage a company to prepare such a report on their behalf only, as part of the developer’s application?

Can you please advise me where I can find a copy of the existing “non-conforming use rights” for this site?

It is my understanding that the land is zoned residential under the Local Planning Scheme 21 (LPS21)
Page 10 – 3:2 ZONE OBJECTIVES
Objective C: To provide for a range of non-residential uses, which are compatible with and complimentary to residential development.

Any new development or use of the site should comply with these objectives.

Given the significant increased scale of the proposed double storey, 45-bedroom development in contrast to the small scale, single storey, 15-bedroom community CWA cottages – how does this

proposed development comply with Objective C?

Page 23 of LPS21 – Clause: 3:11:3

Where an application is for a change of use from an existing non-conforming use to another non-conforming use, the local government is not to grant its development approval unless the proposed use is **less detrimental to the amenity of the locality than the existing nonconforming use** and is, in the opinion of the local government, closer to the intended purpose of the zone.

How is a re-development of this scale less detrimental to the amenity of the locality?

The proposed re-development goes way beyond the original intent of the site of the CWA use. The use by many more people and many more cars is in complete contrast to the intent of a residential zone and the quiet expectations of people living in a normally quiet residential environment.

How is this consistent with LPS21? It appears to be outside the established planning framework of the City of Busselton.

I am not against the re-development of the site but the current proposal before the City of Busselton is of a scale not appropriate in a residential zoned location. I am concerned over the detrimental aspects specific to my home and neighbours' homes and the quiet amenity we seek to maintain.

I would appreciate if you can confirm receipt of this email and look forward to your considered response to my concerns.

Thank you.

 Papadopoulos
 Busselton..



Adjoining Landowner Submission

DA 22/0754 Tourist Accommodation Lot 50 (40) Ford Road

January 2023

The proposal to construct nine townhouses and caretakers residence on the former CWA holiday unit site being Lot 50 (40) Ford Road will have a significant adverse impact for local residents. The existing short-term accommodation on site comprises five single storey units and caretakers residence with generous setbacks to the street and all adjoining landholders boundaries. In stark contrast to the restrained parkland setting with mature peppie trees that presently exists on site the proposed development is of increased scale and commercial intent offering a bulky two-storey built form and hard paved guest carparking area.

The tourist accommodation is being provided exclusively as larger five bedroom attached townhouse apartment style units which will define a user demographic comprising larger groups of short-term guests and visitors to the site. This differs from the smaller number of couples, respite care and single family groups who frequent the existing modest holiday units.

In optimising the development potential of the site buildings have been positioned with minimum permissible setback distances to all lot boundaries. This raises specific issues for overlooking of adjoining private yards. The overall impression is that on completion the site when viewed from the street or any of the adjoining single storey residential properties will appear as an imposing mass of buildings and on-site parking. This is the type of development prescribed for a commercial or mixed use zoning not a residential zoned area.

The primary concern as an adjoining resident property owner is how this development will adversely impact the established quiet traditional suburban amenity of the immediate area. The density of the proposal is a massive 'step up' from the current non-conforming usage of the site. The scale and operation of the proposal is more akin to a bustling urban precinct where all hours activity can be expected to prevail. This proposal will result in frequent disturbance, increased noise and a significant increase in the volume of traffic especially on Duke Street where vehicular access is proposed, all issues which are not going to be welcomed by neighbourhood households.

The scale of the proposal will impact adversely on the amenity and market value of all adjoining and nearby properties including my much-loved retirement home of six years, being Lot 18-181 Duke Street. The commercial nature of the venture is not an acceptable use for an R30 residential zoning applying to the site, it will be **detrimental to the traditional quiet suburban residential ambience** of the area.

General observations and queries specific to the proposal as it stands include the following;

1. There is no provision for any communal bbq/pool or such like congregation areas assigned on site. Can adjoining owners be assured there will be no decision taken to include such a facility in the future?
2. Can adjoining owners be assured that the caretakers residence is a full time 24/7 site management operation and not just a token gesture to satisfy DA requirements?
3. Are the proposed street parking bays noted on the plans for the exclusive use of the proponent?

4. Will planting on the Duke Street verge as suggested on the plans be cognisant of existing crossover sightlines and the introduced street carbays?
5. Will the proponent be seeking to replace, upgrade or modify boundary fencing to adjoining properties?
6. Will any measures be undertaken to manage traffic and ensure safe passage of pedestrians along Duke Street?

D ■ Breen

Property Owner - [REDACTED]

Letter to City of Busselton - Mayor + Councillors

9th January 2023

Dear Sir/Madam,

DA 22/0754 Non-Conforming Use – Tourist Accommodation Lot 50 (40) Ford Road

I am an adjoining landowner to the above development proposal and have recently lodged a written submission to Council, a pdf copy of which I have attached for your information and records.

As outlined in my submission to Council **I do not support** the proposal to extend the non-conforming **tourist accommodation** use for the site and would hope our neighbourhood can look to your support to vote accordingly and not support this application when it comes before Council.

Busselton has become a regional destination of choice for a growing number of people - visitors and residents alike. Accommodation for both is critical to the ongoing success of the region. Residents and visitors share common interests when it comes to the enjoyment of the natural environment, hospitality and entertainment facilities on offer provided there is a clear demarcation between potential conflicting interests.

Generally, those like myself who have sought to live full time in Busselton have chosen a home which is located in a quiet residential area - an area close by the Bay and near to town facilities where budget permits, in doing so carefully assessing what exists and what is likely to occur in the immediate area.

On my retirement six years ago, I chose to purchase an established home at 181 Duke Street immediately adjoining the CWA holiday unit site anticipating that the CWA would maintain ownership and continue to operate the facility as they had successfully done for several decades – appearing to offer respite for country folk and other less fortunate lower socio-economic families. My due diligence at time of purchasing did not extend to establishing what conditions if any might have applied to the granting of non-conforming use of the CWA site - I did not foresee the sale of the property to private ownership as subsequently occurred and certainly did not anticipate a significant **double storey 'motel style'** new build short term accommodation business of the scale now being proposed for the site as being an acceptable non-conforming use.

Duke Street east of the Showgrounds to Ford Road is a designated R30 residential zoning. The established housing comprises single storey homes with some duplex and triplex subdivisions completed in recent years. The proposal to construct a two storey development on the corner of Duke Street and Ford Road does not respond favourably to the existing **streetscape character**. Building setbacks are all minimal distance which will reduce the opportunity for effective landscape buffers and screening to be undertaken particularly to adjoining residential properties.

I along with nearby residents would hope that we can continue the quiet enjoyment of our home lives as we all anticipated - not having to contend with an overpowering, busy commercial enterprise bringing potential conflict and disharmony on a daily basis to an otherwise **desirable residential neighbourhood**.

I am writing to you as a City Councillor hopeful that you will not simply pass over this application, instead that you view it with an enquiring and considerate mind. The current proposal for 40 Ford Road is a significant and fundamental **change of use** from a modest (fmr CWA) low scale single storey residential business model to a fully-fledged commercial use of the site. The size and scale of operation will not be a welcome addition to the Duke Street neighbourhood and on approval will set a potentially undesirable planning precedent.

Please feel free to contact me to discuss this proposal at your convenience as I would welcome the opportunity to seek a more satisfactory outcome for all. My contact details are *mobile*: [REDACTED]
[REDACTED]

Yours faithfully,

D [REDACTED] Breen

Property Owner - [REDACTED]

Attachment: *Adjoining Landowner Submission*

10 January 2023

To: City of Busselton
BUSSELTON 6280

**Ref : DA22/0754 - Extension to Non-Conforming Use – Tourist
Accommodation (Caretakers Residence and 9 x Accommodation Units) - Lot
50 (No. 40) Ford Road BUSSELTON**

I am submitting the following submission concerning the proposed development of land as detailed above.

I reside at 182 Duke Street Busselton and have been a resident at this address since 2013. I am directly opposite this site, on Duke Street.

Prior to this residence, I resided at 7 Andrews Street Busselton from 1982 to 2013

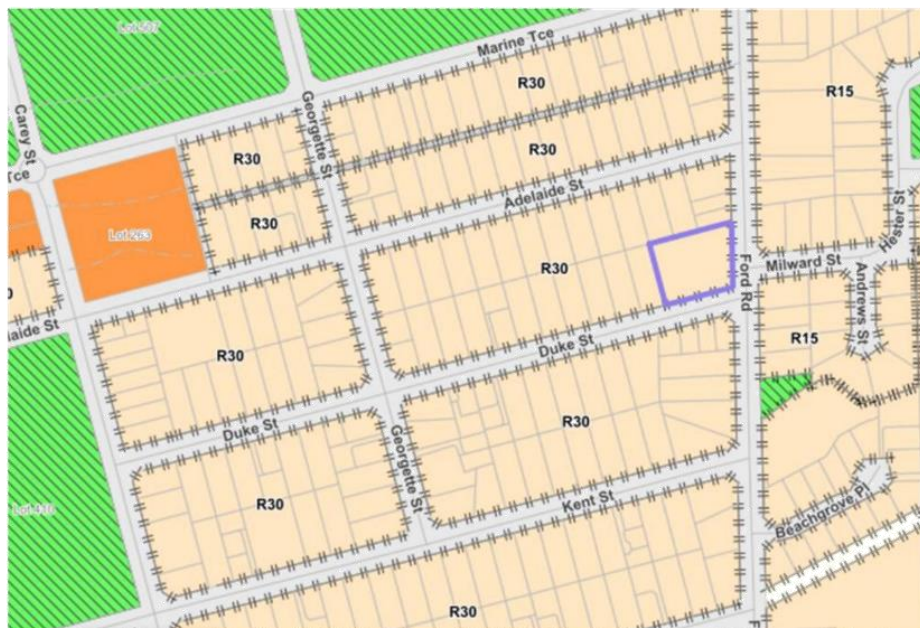
It is my understanding that the application listed above seeks to not only extend the non-conforming use of the existing Tourist Accommodation known prior to its relatively recent purchase, as the CWA Holiday units, but also seeks to significantly amend the facility and increase its capacity by over 250%

The existing Non-Conforming Use provides for Tourist Accommodation that encompasses 4 x 3 bedroom and 2 x 2-bedroom facilities permitting a total of approximately 30 to 40 persons at 100% capacity which I accept was in place at the time of my property purchase in 2013.

The application is to construct 9 x 5-bedroom villas and 1 x single bedroom caretaker villa. Each 5-bedroom Villa will have the capacity of at least 10 and as much 16 persons per villa dependent on bedding configuration (Single beds, Split king beds, Twin beds, Bunk beds etc.). Including the Caretakers apartment, this provides for a capacity of 92 to 146 persons – a potential capacity increase of over 100 persons or 250%+

Therefore, I oppose this proposed development on the following grounds:

- 1) This capacity increase will significantly change the amenity of the area which is primarily residential with many smaller older houses or newer 3-to-4-bedroom townhouses. Many of which I understand are occupied by older persons such as myself.
- 2) Given Lot 50 (40 Ford Road) is Zoned R30 as are all residences North, South and East of Lot 50, and it is 0.3092 of a hectare, how would 9 dwellings and a caretaker's residence (with each dwelling required to be a minimum of 300 sqm) possibly conform with the Zoning requirements of **R30** in the City's planning scheme? Furthermore how would this excessive massing not significantly negatively affect the compliant R30 and R15 Zone properties surrounding it?



- 3) My reading of the R-Codes Volume 1, as explained on the WA Planning Commission Website, is that 45% of the lot size, or approximately 1400 sqm in this case is to be open space. The outdoor living areas and common areas would not meet this requirement and some of the parking areas do not appear to meet geometric design requirements.
- 4) The developers are clearly cramming as much as possible into a small site, given every villa has 5 bedrooms where it appears a more sensible mix of 2 and 3 bedroom villas, accommodating similar numbers to what presently exists will be much more manageable, provide sensible and compliant common spaces, compliant parking areas, retain more of the existing established trees and make for a much more “residential neighborhood” friendly development.

1 R-Code	2 Dwelling type	3 Minimum site area per dwelling (m ²)	4 Minimum lot area/rear building (m ²)	5 Minimum frontage (m)	6 Open space	7 Minimum setbacks (m)			
					min total (% of site)	min outdoor living (m ²)	primary street	secondary street	other/rear
R2	Single house or grouped dwelling	Min 1000	-	50	80	-	20	10	10
R2.5	Single house or grouped dwelling	Min 4000	-	40	80	-	15	7.5	7.5
R5	Single house or grouped dwelling	Min 2000	-	30	70	-	12	6	7/6
R10	Single house or grouped dwelling	Min 875	925	20	60	-	7.5	3	7/6
	Multiple dwelling	Av 1000	-	60	-	7.5	3	7/6	-
R12.5	Single house or grouped dwelling	Min 700	762.5	17	55	-	7.5	2	7/6
	Multiple dwelling	Av 800	-	55	-	7.5	2	7/6	-
R15	Single house or grouped dwelling	Min 580	655	12	50	-	6	1.5	7/6
	Multiple dwelling	Av 666	-	50	-	6	1.5	-	-
R17.5	Single house or grouped dwelling	Min 500	587.5	12	50	36	6	1.5	-
	Multiple dwelling	Av 571	-	50	-	6	1.5	-	-
R20	Single house or grouped dwelling	Min 350	450	10	50	30	6	1.5	-
	Multiple dwelling	Av 450	-	50	-	6	1.5	-	-
R25	Single house or grouped dwelling	Min 300	425	8	50	30	6	1.5	-
	Multiple dwelling	Av 350	-	50	-	6	1.5	-	-
R30	Single house or grouped dwelling	Min 260	410	-	45	24	4	1.5	-
	Multiple dwelling	Av 300	-	45	-	4	1.5	-	-
R35	Single house or grouped dwelling	Min 220	365	-	45	24	4	1.5	-
	Multiple dwelling	Av 260	-	45	-	4	1.5	-	-
R40	Single house or grouped dwelling	Min 180	380	-	45	20	4	1	-
	Multiple dwelling	Av 220	-	40	-	2	1	-	-
R50	Single house or grouped dwelling	Min 150	380	-	40	16	2	1	-
	Multiple dwelling	Av 150	-	40	-	2	1	-	-
R60	Single house or grouped dwelling	Min 120	380	-	40	16	2	1	-
	Multiple dwelling	Av 120	-	40	-	2	1	-	-
R80	Single house or grouped dwelling	Min 100	380	-	30	16	1	1	-
	Multiple dwelling	Av 120	-	30	-	1	1	-	-

Additionally, setbacks of 4 metres from the primary street are required. If as shown, the 4-metre setback is off Ford Road as the primary street, then why is the entry exit not off Ford Road given this is the property address and the acknowledged, primary street? There would be no houses affected by a driveway entry and exit off its primary street front address. If the answer is because of the busy nature of Ford Road, then how will adding around 40 plus vehicles and over 100 plus persons and all associated traffic issues both pedestrian and vehicle to this immediate corner help?

- 5) With this proposed capacity increase there will be significant increases in traffic movement and congestion resulting in clear safety concerns for residents surrounding this facility. Duke Street has no walkway or pathway, and this corner already experiences significant vehicle movement from vehicles accessing the Esplanade and Marine Terrace via Ford Road and in the opposite direction back to Layman Road/Peel Terrace.
- 6) The proposed entry and exit point, off Duke Street, despite being a **FORD ROAD** address, will result in vehicles entering and exiting directly into and opposite homes including mine, which will cause major disruption to our peace and amenity as traffic moves at all times, 24/7 and exiting vehicle lights will be directly focused on a minimum of 4 homes on Duke Street.
- 7) 41 car bays including 4 off street indicates significant vehicle movement is expected and this does not even allow for vehicles towing boats which presently utilise the driveways, lawns and verges of homes on Duke Street, including my own, in order to reverse recreational vehicles into the grassed areas of Lot 50 Ford Road.
- 8) The off-street parking proposed is away from the Town Centre and in no way will it serve a greater community purpose as off-street parking requires. It will further impinge on safe pedestrian flow on Duke Street, given there are no foot paths, other than on Ford Road and it will become a maintenance obligation for the City.
- 9) The noise issues that are likely to come from at minimum, over 100 persons within such a confined facility are significant despite the presence of a single caretaker. This noise will no doubt affect all neighboring residences including those on Adelaide Street and Duke Street. It is my understanding that the positioning of the current single storey Holiday Homes was done to ensure that the neighbouring houses were not affected by noise, and I believe this has largely been effective.

- 10) Homes on Adelaide Street will now directly abut two-storey homes in this development. Apart from there being very clear overlooking issues, the distance of only 2.2 metres from the Northern boundary to Adelaide Street homes includes a pedestrian walkway **within** that space. This walkway will no doubt be utilised for after-hours access, again creating noise concerns considering the number of persons accommodated within this development.
- 11) The increase in the provision of Waste Services, such as Rubbish Collection will also result in increase in disturbance and amenity and will also affect safety of pedestrians and residents given a minimum of **20** rubbish bins will be located on the street on dual rubbish collection days

In Summary

I strongly oppose this extension to the Non-Conforming Use for Lot 50 (No.40) Ford Road in its present form.

My primary issues all relate to the significant increase by more than 250% of persons within the site and the associated traffic issues, noise, general disturbance, security and safety concerns for all residents in a residential zoned neighborhood.

The application does not appear to comply with the State R-Code Volume 1 requirements, nor the City of Busselton's own planning framework and the site is clearly insufficient in size to increase its capacity to such an extent without seriously negatively affecting all residences which surround it.

I urge the Busselton Council to dismiss this application.

Sincerely

J. [REDACTED] Davy
Resident

[REDACTED]
Busselton.

[REDACTED]

City of Busselton

Application No	Receipt No
CIO ID	
05 JAN 2023	
Property ID	Doc ID
Retention	

Please accept this submission from me as a person who lives nearby the property known as [REDACTED] Ford Road, Busselton 6280.

I have viewed the plans and find the following areas of concern to myself.


- (A) Precisely how many occupants will this new development.
- (B) I seek knowledge of the full capacity of sleeping accommodation.
- (C) What my concern is, centers around Noise Disturbance from large numbers of people.
- (D) Privacy for surrounding adjoining properties.
- (E) Removal of mature trees that are both healthy and beneficial to the environment.
- (F) The current usage of the low level residences, has not been an issue for the twelve years I have been a close neighbor. However, two story TOWN HOUSES will completely change many aspects of what currently is in existence.
- (G) I enjoy living in a peaceful locality and feel traffic density will greatly increase if the development is allowed.

Finally, I want it to be on record that "to extend a *NON CONFORMING USE* for a proposal that is so far removed from what currently is the *status quo*" Should not be allowed.

For the above reasons, I am against the proposal for the applicants consent to proceed.

Thank you,

At [REDACTED] Clifford

29-12-22


[REDACTED] Busselton

City of Busselton
Locked Bag 1
BUSSELTON WA 6280

Email: mikestanford@hotmail.com

City of Busselton	Application No	Receipt No	City of Busselton
	CIO ID	NM	
	09 JAN 2023		
	Property ID	Doc ID	
	mikestanford@hotmail.com		

Attention: [REDACTED]

Dear Sir/Madam

**Submission to DA22/0754 – Extension to Non-Conforming Use – Tourist Accommodation - Lot 50 (No. 40) Ford Road, Busselton.
(Caretakers Residence and 9 x Accommodation Units)**

We, Michael and Grace Stanford of Lot 12 (No.148) Adelaide Street, Busselton, strongly object to the proposed development and desire that the City of Busselton **REFUSE** the application to extend and intensify the "Non-Conforming Use" of Lot 50 (No. 40) Ford Road, Busselton.

We have been eye witnesses to the many children who have spent precious hours playing innocently on the grass beneath the magnificent trees, that adorn the property in question.

Having been adjoining owners for almost forty years, we feel privileged to have had the joy of children breaking away from electronic devises and engaging in physical activity.

From a perusal of the plans applicable to redevelopment of the land, it is plainly apparent the trees and grass removed and be replaced with unfriendly concrete development.

Extending the Non-Conforming Use, for this vastly different proposal, away from the low-level holiday units, that are currently on the land should not be permitted.

We implore all at the City of Busselton to take into consideration how the usage was initially granted to the Country Women's Association for respite care prior to the property being sold.

It is our belief that what the applicants desire to redevelop the site should NOT be accommodated by an extension of the "Non-Conforming Use".

The current proposal is far in excess of the use granted many years ago. The proposed development is excessively different from the current "Non-Conforming use," applicable to the property at present.

More specifically our reasons objections to the proposed development include:

M Stanford 6/1/2023 *[Signature] 6/1/23*

1. Intensification of Use – Tourist Accommodation

Currently the site has spacious areas of open space and has been developed with a caretaker's residence plus 2 x 2-bedroom units and 4 x 3-bedroom units. Each unit is single storey and can occupy 6 to 7 people respectively (total 15 bedrooms or 42 people). The proposed development proposes 9 x 5-bedroom two storey units and a 1-bedroom caretakers' residence. It is estimated that each unit could accommodate 10 people, equating to 46 bedrooms or 92+ people (if bunk beds are used) with associated vehicles on site per night. The intensification of the use proposes a tripling in the number rooms with greater site coverage and is not consistent with the character of the area.

It is suggested that the development / use be considered as a "Holiday Home (Multiple/Grouped Dwelling)" instead of "Tourist Accommodation" (Non-Conforming Use) under the City of Busselton Local Planning Scheme No. 21. "Holiday Home (Multiple/Grouped Dwelling)" may be used for short stay accommodation for hire or reward for no more than 6 people per unit.

2. Adverse Impact to the Amenity of the Area

The removal of the existing vegetation including a large and mature peppermint tree in good health and development of the site will negatively impact upon the amenity of the area and also local fauna.

It is suggested that the development be redesigned to retain the large peppermint tree.

3. Overlooking and loss of privacy

The proposed two storey development with windows and balconies in close proximity to our property will result in overlooking and a loss of privacy. Although the majority of the overlooking is over our shed and backyard, we are concerned that future development of our property may be negatively impacted.

It is suggested that the development be redesigned to relocate the proposed residences 3 and 4 further from the northern boundary (6 metres), windows be raised or balconies appropriately screened to protect the existing and future privacy of our property.

Thank you for providing the opportunity to comment.

M [redacted] Stanford

G [redacted] Stanford

Date: 6 January 2023

M Stanford
G Stanford
Submitted with Three Colour Photographs





These trees should not be removed
Trees located between current units and
148 Adelaide St.

Photo
looking
West
Shows
Bonny
Fence
between
hot 50
and
hot
18
(Duke St)



45
to
50
Foot
Peppermint

Native
Melaleuca

Fence
between
hot 12
and hot 50
←

[REDACTED]

From: [REDACTED]
Sent: Monday, 9 January 2023 5:42 PM
To: Enquiries - City of Busselton
Subject: Proposed development 40 Ford Road Busselton

Categories: Crystal-Registered in ECM

 This email is from outside the CoB. Links or attachments may not be safe.

RE: Submission to Oppose Proposed Development 40 Ford Road Busselton

Attn: Jaymee Daff

Current zoning of the site is residential with CWA previously providing holiday accommodation under a non-conforming use. A proposed development to provide tourist accommodation with a much greater density of units and occupancy is a significant change in use and clearly compromises City of Busselton's Local Tourism Planning Strategy 2011.

If the City of Busselton is to retain integrity of its Town Planning Scheme it will not allow an extension of a non-conforming use for the proposed development. An alternative would be to re-zone the site for tourist accommodation which would be against the City's Local Tourism Planning Strategy and difficult to imagine ever succeeding.

To allow tourist accommodation to be established in a residential area by way of extending a non-conforming use would set a precedent that could be regretted by the City for years to come.

On this basis the proposed development should be denied.

Yours sincerely,

D [REDACTED] Rees

[REDACTED] Dunsborough

Phone: [REDACTED]

[illegible]

Sent: Tuesday, 10 January 2023 5:43 PM

To: Councillors / SMG and Governance

Subject: Development Applications - 40 Ford Road

⚠️ This email is from outside the CoB. Links or attachments may not be safe.

Dear Councillors and Mr Needham

I provide for your information the attached objection to the proposed Extension to Non-Conforming use of Lot 50 (No 40) Ford Road Busselton. This objection has been submitted on the City of Busselton Website link specific to the development application, however I wish to provide it to you directly. It was submitted on behalf of Mrs Joan Davy, a resident of 182 Duke Street Busselton. In addition to the matters raised in this letter, I wish to draw your attention to the additional points below.

The scale of this proposal in a residential neighbourhood will significantly impact all surrounding residents.


- What Traffic Management survey has been done to assess the impact of this proposed development?
- Presently a number of elderly persons in homes directly adjacent to this proposed development are wheelchair bound or use personal disability vehicles (scooters, gophers etc). Given the lack of existing footpaths on Duke Street, what assessment has been done to eliminate the risks to residents due to the significant increase in traffic, both vehicle and pedestrian?
- Given the likely use of 5-bedroom villas, utilised for short stay purposes, will include groups. What assessment has been done on the impact of larger transport vehicles such as buses and coaches to pedestrian and vehicle traffic in the area?

- Given the development requires the removal of large, established, healthy peppermint trees, what study or assessment has been done to ensure minimal disruption to Possums that inhabit these trees in relatively high numbers?

On behalf of Mrs Davy, we wish to strenuously object to the scale of this development and the negative impacts it will have on the community surrounding it. Whilst we accept that development of the site is necessary given its age, the developers are clearly attempting to maximise their return per square meter with little thought to those they impact surrounding them. A revised Development Application that positively addresses all of the above and attached issues and is of a scale not dissimilar to what presently exists will, we believe, gain local support.

Thank you for your consideration

G [REDACTED] Thomas (On Behalf of Mrs [REDACTED] Davy, [REDACTED] Busselton)

From: 
To: [Enquiries - City of Busselton](#)
Subject: Objection to building
Date: Wednesday, 11 January 2023 9:39:17 AM

 This email is from outside the CoB. Links or attachments may not be safe.

I write to express concern with regard to the proposed development in Ford street.

I Express concern about removal of vegetation.

I also state clearly that the new development is way beyond what the non conforming use was granted and to allow the massive increase in density will not be a suitable fit for continued use of the grant that has been previously given. HENCE, I DO NOT AGREE WITH THE PROPOSED DEVELOPMENT.

Sent from my iPhone

[REDACTED]

Sent: [REDACTED]
To: [REDACTED]
Subject: [REDACTED]
Categories: [REDACTED] - Registered in ECM

 This email is from outside the CoB. Links or attachments may not be safe.

ref DA22/0754

I wish to address the above DA and point out the concerns that I have with it.

1 The increase in traffic that will result from this development is of great concern as Duke St has no footpath and it is used by small children. The danger is increased at the intersection with Georgette St which is also used by parents with small children. There is no footpath in that street either.

A development of this magnitude should not be considered without more safety provisions being provided especially when the entry/exit is onto Duke St.

Finally, I believe that as this is a Quiet family area the large increase in short stay residential is going to adversely on all residents in the surrounding area as we already have a number of that type of accommodation units nearby.

Yours sincerely,

[REDACTED] Elliott.





City of Busselton
Attention: Planning Services
2 Southern Drive
Busselton, WA 6280
planning@busselton.wa.gov.au

25th October 2022

BY EMAIL

To Planning Services,

REF: DEVELOPMENT APPLICATION FOR LOT 50 (#40) FORD ROAD BUSSELTON, WA 6280

Design Management Group Pty Ltd (DMG) on behalf of the landowner, seek development application approval for a short term accommodation development comprising of nine (9) two-storey townhouses as well as a reception, office, laundry and caretakers' residence alongside outdoor living terraces and common landscaped zones. The development, referred to as 'Ford Road Town Houses' is located on the corner of Ford Road and Duke Street in Busselton WA.

The site in its current state consists of five brick and tin chalets used as short term accommodation with one caretaker's unit and the application proposes a new development of the same nature that enhances the experience of place and contributes the character and culture of the Busselton community and streetscape.

In regards to the R-Codes Volume 1 Residential Development Application Compliance Checklist, we note the below variations and justifications;

- **5.1.1 C1.1 & C1.2 Site area requirements**
Minimum total lot area required per dwelling to be 260m² however the proposal offers on average 200m² per dwelling as they are short term accommodation
- **5.3.2 C1.1 & C2.1 Grouped and multiple dwellings, common property and communal open spaces**
Efforts have been made to retain as many trees as possible on the site and integrate them in the communal landscaping. A high percentage of open area, shared green spaces and feature trees to each town house will enhance the development and maintain consistency to the streetscape. The proposal seeks to remove a small percentage of existing verge trees on Duke Street to accommodate the new crossover, directing traffic to the secondary street and enhancing the Ford Road streetscape.
- **5.4.1 C1.1 & C1.2 Visual Privacy**
Residences 3 & 4 to the north-eastern boundary each have a balcony which is considered an unenclosed outdoor active habitable space. The variation to the cone of vision prescribed can be justified as;
 - the balconies have fixed louvres restricting view in the direction of overlooking,
 - the town houses are used as short term accommodation with no permanent residents,
 - the dwelling on the adjoining property (148 Adelaide St) is ~30m from the boundary and
 - the area on the adjoining property (148 Adelaide St) which is affected by overlooking from the balconies contains a large shed/workshop.



Enclosed are the following supporting documents:

Forms

- Application for Development Approval form
- Residential Development Application Checklist
- R-Codes Volume 1 Residential Development Compliance Checklist
- Short Term Accommodation Development Application
- Certificate of Title
- Diagram

Documentation

- Architectural Drawing Package
 - A01.00 COVER PAGE
 - A01.01 SURVEY
 - A01.02 PROPOSED SITE PLAN
 - A02.01 GROUND FLOOR PLAN
 - A02.02 FIRST FLOOR PLAN
 - A02.03 ROOF PLAN
 - A03.01 ELEVATIONS & SCHEDULE OF MATERIALS
 - A03.02 ELEVATIONS
 - A03.03 VISUALS

We trust that the attached documents assist in your assessment of the proposal. Should you require any further information, please do not hesitate to contact the undersigned on 9212 8888.

Yours sincerely,

Liam Jones
liam.jones@dmgaustralia.com.au
08 9212 8888



Department of Planning,
Lands and Heritage



Western
Australian
Planning
Commission

R-Codes

State Planning Policy 7.3 Residential Design Codes

R-Codes Volume 1 Residential Development Compliance Checklist

July 2021

The Department of Planning, Lands and Heritage acknowledges the traditional owners and custodians of this land. We pay our respect to Elders past and present, their descendants who are with us today, and those who will follow in their footsteps.

Disclaimer

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This document is available in alternative formats on application to the Department of Planning, Lands and Heritage Communications Branch.

R-Codes Volume 1 Residential Development Compliance Checklist

This checklist streamlines the compliance assessment of residential development applications to support a consistent, accurate and faster determination process. It outlines the major R-Codes Vol. 1 (Part 5) design elements to be considered for various residential development proposal types including single houses, grouped dwellings, ancillary dwellings, outbuildings, external fixtures, boundary walls or fences, patios, pergolas, verandahs, garages, carports and retaining walls. The checklist does not form part of the R-Codes Vol. 1 and may be updated from time to time as a supplement the R-Codes Explanatory guidelines.

When completing the checklist it should be noted that local planning policies, local development plans and activity centre plans may contain provisions that amend or replace deemed-to-comply provisions. Assessments should be conducted against those amended/replaced provisions.

Use of the checklist is recommended for both applicants and decision-makers to assist in the timely determination of a proposal. Applicants are encouraged to complete the checklist and submit it to the decision-maker together with the development application form, associated plan(s) and the assessment fee.

The checklist is available online at www.dplh.wa.gov.au/rcodes

R-Codes

State Planning Policy 7.3 Residential Design Codes Volume 1 – Residential Development Compliance Checklist

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General

Application description	SHORT TERM ACCOMODATION TOWNHOUSES
Reference number	

Property details

Address	LOT 50 (#40) FORD ROAD, BUSSELTON WA 6280
Land area	3,092 sqm
Title information (Lot type and easements)	

Planning framework

Region Scheme zoning	CITY OF BUSSELTON LOCAL PLANNING SCHEME NO. 21
Local Planning Scheme zoning/R-Code	R-30
Land use permissibility	RESIDENTIAL
Special control area	
Structure plan area	
Local development plan	
Local planning policies	
Development contributions	
Road widening proposed	
Is referral required to external agency? (Main Roads, WAPC, Heritage Council, etc.)	

Site inspection

Site inspection undertaken	YES
Verge infrastructure (lighting, power, water, side entry pit, etc.)	YES - SEE FEATURE SURVEY A01.01
Street trees	YES
Date of site inspection	02/09/2022
Summary of site inspection findings/ photos	SEE FEATURE SURVEY A01.01

R-Codes

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5.1.1 Site area

R-Codes Vol. 1 deemed to comply	Required (Table 1)	Proposed	Compliance
C1.1 and C1.2 – Site area requirements	Minimum lot area 260 square metres (m ²)	200	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Average lot area 300 square metres (m ²)	309	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Minimum frontage - m		<input type="checkbox"/> Yes <input type="checkbox"/> No
C1.3	Corner truncations up to a maximum of 20m ² to be added to the area of an adjoining lot		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Battle-axe – access leg is no more than 20% of site area		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.1.2 Street setback

R-Codes Vol. 1 deemed to comply	Required (Table 1)	Proposed	Compliance
C2.1 – Primary street	4m	4m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C2.2 – Secondary street	1.5m	1.5m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C2.3 – Corner truncation	1.5m	1.5m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C2.4 – Porches, verandahs and balconies	Project into the primary street setback area to a maximum of half the required primary street setback.	1.4m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.1.3 Lot boundary setback

Boundary (select one — north, south, east or west)

Wall/section of wall	Major opening	Length	Height	Setback required	Setback provided	Compliance
Wall	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15.7 m	7.0 m	2.20 m	2.20 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Eaves	Project no more than 750mm* into a setback area			0 m	0 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Wall	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	18.5 m	7.0 m	2.40 m	3.60 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Eaves	Project no more than 750mm* into a setback area			0.75 m	0.4 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Boundary (select one — north, south, east or west)

Wall/section of wall	Major opening	Length	Height	Setback required	Setback provided	Compliance
Wall	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15.7 m	7.0 m	2.2 m	2.30 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Eaves	Project no more than 750mm* into a setback area			0.75 m	0 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Wall	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15.7 m	7.0 m	2.2 m	2.2 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Eaves	Project no more than 750mm* into a setback area			0.75 m	0 m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

* Less setbacks may apply as per 5.1.3 C3.1, separate building code requirements may also apply.

5.1.3 Boundary walls

R-Codes Vol. 1 deemed to comply	Permitted	Proposed	Compliance
Boundary wall			<input type="checkbox"/> Yes <input type="checkbox"/> No
Wall length			<input type="checkbox"/> Yes <input type="checkbox"/> No
Maximum height			<input type="checkbox"/> Yes <input type="checkbox"/> No
Behind front setback			<input type="checkbox"/> Yes <input type="checkbox"/> No
Adjacent to existing boundary wall of similar/greater dimension			<input type="checkbox"/> Yes <input type="checkbox"/> No
Up to two site boundaries			<input type="checkbox"/> Yes <input type="checkbox"/> No

5.1.4 Open space

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C4 – Open Space (refer definition in Appendix 1)	45%	56%	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.1.5 Communal open space (grouped dwellings only)

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C5 – Grouped dwellings	Is communal open space proposed? If yes, refer 5.1.5 and 5.3.1	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.1.6 Building height

R-Codes Vol. 1 deemed to comply	Required (Table 3)	Proposed	Compliance
Pitched roof			
Maximum height of wall			<input type="checkbox"/> Yes <input type="checkbox"/> No
Maximum total building height			
Gable, skillion and concealed roof	7m	7m	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hipped and pitched roof			<input type="checkbox"/> Yes <input type="checkbox"/> No

5.2.1 Setback of garages and carports

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C1.1 – Garage (Primary street)	4.5m or at least 0.5m behind the dwelling alignment? (Figure 8b)		<input type="checkbox"/> Yes <input type="checkbox"/> No
	3m where parallel to street		<input type="checkbox"/> Yes <input type="checkbox"/> No
C1.2 – Carport (Primary street)	Carport meets primary street setback requirement or		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Carport achieves 50% of Table 1 setback and:		<input type="checkbox"/> Yes <input type="checkbox"/> No
	- width does not exceed 60% of frontage		<input type="checkbox"/> Yes <input type="checkbox"/> No
	- allows unobstructed view between dwelling and street		
	- is compatible in materials and roof pitch with the dwelling		<input type="checkbox"/> Yes <input type="checkbox"/> No
C1.3 – Setback from right of way of communal street	Manoeuvring space of at least 6m provided?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C1.4 – Secondary street (if applicable)	1.5m		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.2.2 Garage width

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C2 – Garage width relative to frontage			<input type="checkbox"/> Yes <input type="checkbox"/> No

5.2.3 Street surveillance

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C3.1 – Entry points	Clearly definable entry points visible and accessible from the street	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C3.2 – Surveillance	At least one major opening from a habitable room of the dwelling faces the street and the pedestrian or vehicular approach to the dwelling	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C3.3 – Surveillance of battleaxe lots	At least one major opening from a habitable room of the dwelling faces the approach of the dwelling	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.2.4 Street walls and fences

R-Codes Vol. 1 deemed to comply	Required (Table 3)	Proposed	Compliance
C4.1 – Fence height	Fencing (excluding pillars) within front setback visually permeable above 1.2m (Figure 12)		<input type="checkbox"/> Yes <input type="checkbox"/> No
C4.2 – Front fence pillars	Maximum solid pillar height of 1.8m		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum pillar dimensions of 400mm by 400mm		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.2.5 Sightlines

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C5 – Sightlines	Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, or other structures adjoin those outlined in C5 i – iii	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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5.2.6 Appearance of retained dwelling

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C6 – Grouped and multiple dwellings	Appearance of retained dwelling upgraded to similar maintenance standard of new development		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.3.1 Outdoor living areas

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C1.1 – Outdoor living area	Area in accordance with Table 1	Yes - car bays act as outdoor living space	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Behind front setback	Yes - car bays act as outdoor living space	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Accessible from a primary living space	Yes - car bays act as outdoor living space	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Minimum width and length dimension of 4m (Figure 13)	Yes - car bays act as outdoor living space	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Two-thirds of the required area without permanent roof cover (Figure 13)	Yes - car bays act as outdoor living space	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C1.2.	Multiple dwelling provided with a balcony (10m ² , minimum dimension 2.4m) opening directly from primary living space.		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.3.2 Landscaping

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C2.1 – Grouped and multiple dwellings, common property and communal open spaces	Street setback area without car-parking (except visitor bays)		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Pedestrian access (wheelchair accessible) connecting ground floor entries with public footpath and car parking areas.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	One tree for every four uncovered car bays (rounded to the nearest whole number)		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Lighting to pathways, communal open space and parking		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Bin areas conveniently located and screened		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Trees <3m in height retained in communal open space	Where possible	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Sightlines for pedestrians and vehicles		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Line of sight between communal open space and at least two major openings		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Line of sight between communal open space and at least two major openings		<input type="checkbox"/> Yes <input type="checkbox"/> No
C2.2 – Trees and associated planting areas	10 Trees	15+	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	10 2m x 2m tree planting area	10	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Street setback area not more than 50% impervious surface		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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5.3.3 Parking

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C3.1 – Resident parking	2 bays	3	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C3.2 – Visitor	3 bays	5	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.3.4 Design of car parking spaces

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C4.1 – Car space and manoeuvring area design	As per AS 2890.1	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C4.2 – Visitor bays	Marked and signposted	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Located outside of security barrier	Secured (24/7 surveillance)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Accessible path provided	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C4.3 – Landscaping	Landscaping between each six consecutive bays	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.3.5 Vehicular access

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C5.1 – Access to on-site parking	Provided from communal street or right-of-way, or secondary street where no communal street or right-of-way exists, or primary street where no secondary street, communal street or right-of-way exists	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C5.2 – Driveways to primary and secondary streets	Minimum width of 3m for driveways serving four dwellings or less		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum width of 6m	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum aggregate width of 9m (where more than one driveway proposed)		<input type="checkbox"/> Yes <input type="checkbox"/> No
C5.3 – Driveways	Setback of 0.5m from side lot boundary	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	No closer than 6m to a street corner	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	No closer than 6m to a street corner	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Align at right angle to the street	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Avoids street trees	No - some street trees to be replaced	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Adequately paved and drained	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C5.4 – Driveways design for two-way access and for vehicles to enter the street in a forward gear	Does driveway serve five or more dwellings?	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Is the distance from a car space to the street 15m or more?		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Is the street a primary distributor or integrator arterial?	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C5.5 – Driveways for grouped dwellings (five or more)	Minimum width of 4m	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Designed for two way access	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C5.6 – Driveways where retaining an existing dwelling	3m where retaining an existing dwelling and driveway services a grouped dwelling		<input type="checkbox"/> Yes <input type="checkbox"/> No
C5.7 – Driveways for 20 or more grouped dwellings	Minimum width 12m		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.3.6 Pedestrian access

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C6.1	Separate path (to a minimum width of 1.2m) where communal street serves more than 10 dwellings	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C6.2	Where communal street serves more than two dwellings the configuration of the pedestrian and vehicular route is to be provided with: <ul style="list-style-type: none"> • clear sight lines • adequate lighting • paving surfaces to slow traffic 	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
C6.3	A communal street or pedestrian path is to be no closer than 2.5m to any wall with a major opening unless privacy screening is provided to the communal street or pedestrian path.	Residence #7	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

5.3.7 Site works

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C7.1 – Site works and retaining walls between the street boundary and the street setback	0.5m or less between street boundary and the street setback, except where necessary to provide for pedestrian, universal and/or vehicle access, drainage works or natural light to a dwelling.		<input type="checkbox"/> Yes <input type="checkbox"/> No
C7.2 – Site works and retaining walls behind front setback	Complies with Table 4: m		<input type="checkbox"/> Yes <input type="checkbox"/> No
C7.3 – Impact on adjoining properties	0.5m or less within 1m of a lot boundary		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.3.8 Retaining walls – Deleted by amendment dated 02/07/2021

5.3.9 Stormwater management

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C9 – Stormwater	Stormwater contained on site	YES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

5.4.1 Visual privacy

R-Codes Vol. 1 deemed to comply	Setback required	Proposed	Compliance
	m (C1.1)		<input type="checkbox"/> Yes <input type="checkbox"/> No
	m (C1.1)		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.4.2 Solar access

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
R-Codes Vol. 1 deem to comply (as applicable)	Higher than R40		<input type="checkbox"/> Yes <input type="checkbox"/> No
R25 and lower; or	35% of adjoining site area		<input type="checkbox"/> Yes <input type="checkbox"/> No
R30–R40; or	50% of adjoining site area	4.5%	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Higher than R40			<input type="checkbox"/> Yes <input type="checkbox"/> No

5.4.3 Outbuildings

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C3 – Small outbuildings	Not attached to a dwelling		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Non-habitable		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum 10m ² in area		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum wall height and ridge height of 2.7m		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Not located within the primary or secondary street setback area		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Complies with open space and outdoor living area requirements		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Complies with setbacks		<input type="checkbox"/> Yes <input type="checkbox"/> No
C3 – Large and multiple outbuildings	Not attached to a dwelling		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Non-habitable		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum 60m ²		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Setback in accordance with Table 2a		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum wall height of 2.4m		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum ridge height of 4.2m		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Not located within the primary or secondary street setback area		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Complies with open space and outdoor living area requirements		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Complies with setbacks		<input type="checkbox"/> Yes <input type="checkbox"/> No

5.4.4 External fixtures, utilities and facilities

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C4.1	Solar collectors proposed		<input type="checkbox"/> Yes <input type="checkbox"/> No
C4.2	Television aerials, essential plumbing and down pipes permitted		<input type="checkbox"/> Yes <input type="checkbox"/> No
C4.3	Other external fixtures not visible from the primary street		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Designed to integrate with the building		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Are located so as not to be visually obtrusive		<input type="checkbox"/> Yes <input type="checkbox"/> No
C4.4	Antennas, satellite dishes and the like not visible from the primary and secondary street		<input type="checkbox"/> Yes <input type="checkbox"/> No
C4.5	Min 4m ² enclosed lockable store room with minimum dimension of 1.5m		<input type="checkbox"/> Yes <input type="checkbox"/> No
C4.6	Communal bin store area provided if necessary		<input type="checkbox"/> Yes <input type="checkbox"/> No
C4.7	Clothes drying areas screened from street		<input type="checkbox"/> Yes <input type="checkbox"/> No



5.5.1 Ancillary dwellings

R-Codes Vol. 1 deemed to comply	Required	Proposed	Compliance
C1	Lot not less than 350m ²		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Maximum plot ratio area of 70m ²		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Parking provided in accordance with 5.3.3		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Located behind the street setback line		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Compatible with the colour, roof pitch and materials of the single house on the same lot		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Does not preclude single house from meeting open space and OLA requirements		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Compliance with the R-Codes with the exception of site area, street surveillance and outdoor living areas		<input type="checkbox"/> Yes <input type="checkbox"/> No

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

19. URGENT BUSINESS

20. CONFIDENTIAL REPORTS

Nil

21. CLOSURE

The Presiding Member closed the meeting at 7:21pm

THESE MINUTES CONSISTING OF PAGES 1 TO 418 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 17 MAY 2023.

DATE: 17 May 2023

PRESIDING MEMBER:

