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Local Planning Policy No. 1.5 Coastal Setbacks - West Busselton

Version: Draft

1. Head of Power and Scope

This Policy has been adopted pursuant to the Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2 ('Deemed Provisions') Part 2, Clause 4 and R-Codes Volume 1 clause 7.3 Scope of Local Planning Policies, Local Development Plans and Activity Centre Plans.

This Policy replaces the deemed-to-comply requirements of clause 5.1.2 (i – iv) Street Setbacks and clause 5.2.1 Setback of Garages and Carports for lots within the Policy Area and as such, in accordance with Clause 61(c) of the 'Deemed Provisions' where a development does not comply with this Policy, it is subject to development approval.

2. **Purpose**

The purpose of this Policy is to require additional setbacks for Residential Development within the Policy Area and adjacent to Geographe Bay Road to:

- 2.1. Reduce the impact of built form when viewed from Geographe Bay Road and the adjoining coastal reserve; and
- 2.2. Provide for development that contributes to, and is consistent with, the established streetscape.

3. Interpretation

Terms should be interpreted in the same way as they would be interpreted if they were contained or within the Scheme, other than those terms defined below:

"Balcony" as defined by the R-Codes and provided below:

"A balustraded platform on the outside of a dwelling with access from an upper internal room."

"External Face" means the same as a "Wall" as defined by the R-Codes and provided below:

"The vertical external face of a constructed building comprising solid building material and including enclosures to verandahs and balconies."

"Policy Area" means the area that the Policy applies to, which is all lots zoned Residential that adjoin Geographe Bay Road and are located between the intersections of Earnshaw Road and Craig Street, as identified in Appendix 1.

"R-Codes" means State Planning Policy 7.3 Residential Design Codes Volume 1 (as amended).

"Residential Development" means Single House, Ancillary Dwelling, Grouped Dwelling and/or Multiple Dwelling.

4. **Policy Statement**



- 4.1. For the purpose of assessing clause 5.1.2 'Street Setbacks' and clause 5.2.1 'Setback of Garages and Carports' of the R-Codes, for all Residential Development subject to this Policy the External Face:
 - up to five (5) metres in height, should be set back from the Geographe Bay Road lot boundary in accordance with the primary street setbacks specified in Table 1 of the R-Codes; and
 - (b) five (5) metres or greater in height, should be set back from the Geographe Bay Road lot boundary in accordance with the primary street setbacks specified in Table 1 of the R-Codes, plus an additional three (3) metres.

Note 1: Parts 4.1 (a) and (b) are applicable irrespective of whether Geographe Bay Road is to be treated as the primary or secondary street (where applicable).

4.2. Notwithstanding provision 4.1 above, where a Balcony is covered by an impermeable roof and any part of that roof is five (5) metres or greater in height, the Balcony may be set back in accordance with Table 1 of the R-Codes provided the Balcony is unenclosed by a solid wall on at least three sides.

If a privacy screen is proposed in order to comply with clause 5.4.1 Visual Privacy of the R-Codes, the screening should comply with the following -

- i) a maximum height of 1.6m; and
- ii) no greater than 75 per cent obscure; and
- iii) be restricted in size and design to only the extent that is necessary to restrict view in the direction of overlooking into any adjoining property.

Note 2: See explanatory diagrams at Appendix 2.

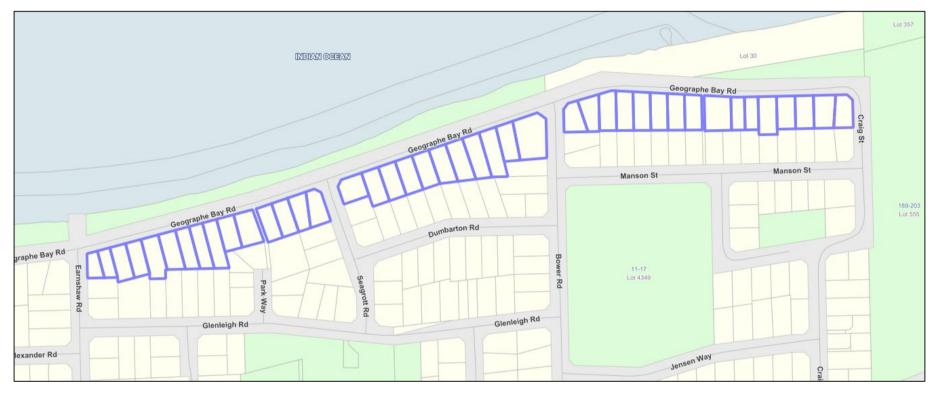
4.3. Where a provision of this Policy is inconsistent with the City of Busselton Local Planning Scheme No. 21 ('Scheme'), the provisions of the Scheme prevail.

5. Review Details

Review Frequency		2 yearly		
Council Adoption DATE			Resolution #	
Previous Adoption	DATE		Resolution #	

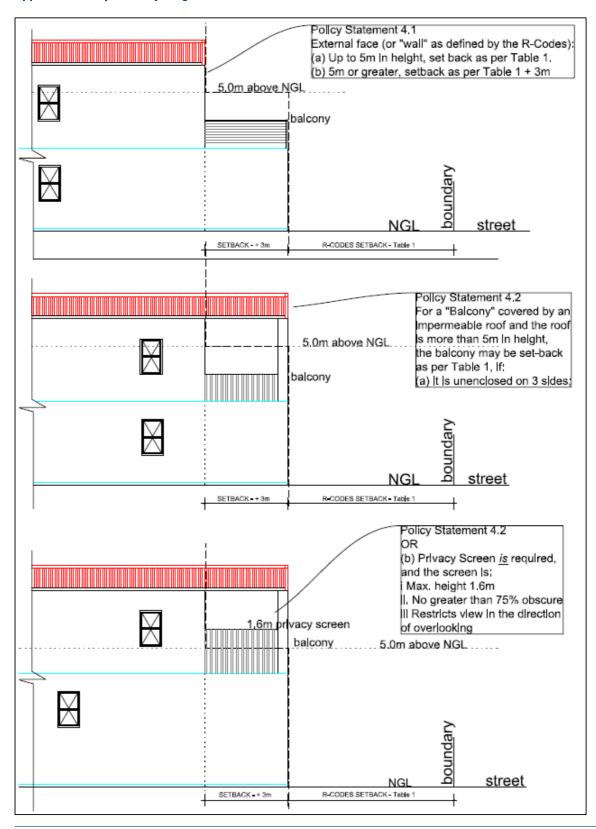


Appendix 1 – Policy Area





Appendix 2 - Explanatory Diagrams



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Local Planning Policy No. 1.5 COASTAL SETBACKS



1. HEAD OF POWER

This Policy has been adopted pursuant to *Planning and Development (Local Planning Schemes) Regulations 2015*, Schedule 2 (Deemed Provisions), Clause 4 and applies to development across the whole of the City.

2. PURPOSE

- 2.1 To provide for development projects of a low rise residential character and reduce the dominance of the built form in the coastal setting outside key nodes which the Scheme zones or identifies land for more intensive residential development.
- To ensure coastal processes are not adversely affected by the modification of ground levels for building purposes in the coastal management area.
- 2.3 This Policy recognises that:
 - a) Setbacks for development from coastal reserves are important to protect the intended use for which the adjoining land has been reserved and to recognise ongoing coastal processes within coastal residential areas.
 - b) Setbacks for development should assist in ameliorating the impacts of building bulk when viewed from the coastal reserve and primary street.
 - c) The taller and longer a wall is, the further it should be setback from the coastal reserve or primary street.
 - d) The localities along Geographe Bay Road and associated foreshore areas, comprise predominantly single storey detached single dwellings on large lots with generous front and rear setbacks. These developments are low rise, contribute to the open landscape character along the beachfront locality and generally reflect a Western Australian seaside architectural vernacular.

3. INTERPRETATION

- 3.1 This policy provision applies to all low density (R 25 and below) residential lots that abut a coastal foreshore reserve fronting Geographe Bay; or which front a street that adjoins a coastal foreshore reserve immediately opposite the lot, and are outside any higher density coastal nodes which may be identified for specific design control through a development guide plan.
- 3.2 This policy provision does not apply to lots with canal frontage.
- For the purposes of this Policy, a coastal foreshore reserve is defined as any Reserve for Recreation abutting the oceanfront of Geographe Bay, as depicted on the Scheme Map.

4. POLICY STATEMENT

The following provisions apply:

4.1 Streetscape and Primary Street Setbacks

4.1.1 For all residential development up to five (5) metres in height, including the exterior face of any roofed, unroofed or partially roofed verandas, decks and balconies, carports and

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Local Planning Policy No. 1.5 COASTAL SETBACKS



garages, the minimum setback from the primary street shall be in accordance with the setbacks specified in Table 1 of the R Codes.

- 4.1.2 For the purpose of assessing applications against this policy, the Acceptable Development provisions of the R Codes at 6.2.1 (setbacks of buildings generally) and 6.2.3 (setbacks of garages and and carports from the primary street) are superseded by this policy and do not apply.
- 4.1.3 For all residential development above five (5) metres in height, including the exterior face of any roofed, or partially roofed verandas, decks and balconies the minimum setback from the primary street shall be calculated to be a value of the setback distance specified in Table 1 ofthe R Codes plus an additional three (3) metres. Notwithstanding the aforementioned provision, the exterior face of any roofed verandas, decks and balconies above five metres in height may be setback from the primary street in accordance with Table 1 of the R Codes provided the outdoor area is "open" (non-enclosed) on at least three sides.
- 4.1.4 The City may accept minor projections, and projecting sections of wall and roofs, such as gable ridges which do not meet the height and setback distances required in the preceding provisions provided any minor projection does not increase the building bulk or visual impact of the wall when viewed from the street.
- 4.1.5 In applying the foregoing provisions the City will consider the setback of adjoining buildings and the relationship of the proposal to the existing streetscape in the vicinity of the proposal.

4.2 Lots abutting a Coastal Reserve - Rear Setbacks

- 4.2.1 For all residential development up to five (5) metres in height, including the exterior face of any roofed, unroofed or partially roofed verandas, decks and balconies, carports and garages, the minimum setback from the rear boundary shall be in accordance with the R Codes having regard for setbacks prevailing in the locality and any requirement pursuant to the coastal management area of the Scheme.
- 4.2.2 For all residential development above five (5) metres in height, excluding the exterior face of any roofed, or partially roofed verandas, decks and balconies the minimum setback from the rear boundary shall be calculated to be a value of the setback distance specified in Table 1 of the R Codes plus an additional three (3) metres.
- 4.2.3 The exterior face of any unroofed or partially roofed verandas, decks and balconies above five metres in height may be setback from the rear boundary in accordance with Table 1 of the R Codes, provided the structure is open (non-enclosed) on at least three sides.
- 4.2.4 The City may accept minor projections, and projecting sections of wall and roofs, such as gable ridges which do not meet the height and setback distances required in the preceding provisions provided these do not increase the building bulk that is the purpose of these controls or basic impact of the wall when viewed from the coastal reserve.

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Local Planning Policy No. 1.5 COASTAL SETBACKS



- 4.2.5 Where a lot has one or more than one boundary abutting a foreshore or public open space reserve the setback to be applied to development from that reserve boundary shall be determined by the City following onsite inspection. In determining the required setback the City shall have regard to the existing development line, retaining the natural amenity of the Reserve and avoiding the encroachment of development on the amenity of the reserve area.
- 4.2.6 While private access from an adjoining property into a reserve is generally not supported, any intended access point from a lot onto a reserve is to be indicated on the submitted plans and will be considered in the context of the suitability of the access location, impact on the reserve and current management orders for the reserve. (note: breaches of management orders or indiscriminate access to reserves may be pursued by the City through its use of reserves regulatory system).
- 4.2.7 For lots which abut a coastal foreshore reserve, filling and retaining of the private land at the reserve boundary shall be limited to a maximum of 450mm above natural ground level, irrespective of the minimum finished floor level applicable to the dwelling.
- 4.2.8 Fencing of the reserve boundary will require approval and will be limited to open steel grill construction fencing with or without masonry piers, visually permeable and no higher than 1.5 m above natural ground level.
- 4.2.9 Fill should be minimised through pole or pier construction or alternative building or footing design to avoid vegetation loss and to ensure minimal disturbance to coastal areas.
- 4.2.10 Ancillary developments such as swimming pools (unless constructed at or below ground level), sun rooms, gazebos, tennis courts, prepared surfaces and outdoor decks shall be setback from the rear boundary in accordance with Table I of the R Codes.

4.3 PERFORMANCE CRITERIA

The provisions of this Policy may be varied where at least one of the following applies:

- 4.3.1 The physical dimension of the lot, that is its depth or width, prevents reasonable compliance with this policy in respect of rear setbacks.
- 4.3.2 The topography of the land or of the surrounding land does not make the required provisions practicable.

5. REVIEW DETAILS

Review Frequency		2 yearly		
Council Adoption 10/3/2010			C1003/069	
Previous	DATE		Resolution #	
Adoption				

^{*} Policy number changed from LPP 1B to LPP 1.5 on the 11th May 2020. The change is administrative only, no resolution by Council required.

LPP 1.05 Coastal Setbacks - Current applicable lots

Dunsborough:



LPP 1.05 Coastal Setbacks - Current applicable lots

Quindalup:



LPP 1.05 Coastal Setbacks – Current applicable lots

Marybrook:



LPP 1.05 Coastal Setbacks - Current applicable lots

Siesta Park:



LPP 1.05 Coastal Setbacks - Current applicable lots

Abbey



LPP 1.05 Coastal Setbacks – Current applicable lots

Broadwater



LPP 1.05 Coastal Setbacks – Current applicable lots

West Busselton



LPP 1.05 Coastal Setbacks – Current applicable lots

Geographe



LPP 1.05 Coastal Setbacks – Current applicable lots

Wonnerup



You	YourSay Responses – Advertised 4 February – 5 March 2021								
	First Name	Surname	Address	Do you support the proposed amended LPP?	Reasons	Officers Comment			
1.	N.	Pratt	Dunsborough	No	This is an inconsistent policy. It should also apply to many other City controlled sectors of the Foreshore. Geographe Bay Road actually is also in Dunsborough; and the section Dunn Bay Road to Chester Rd consists of Foreshore also intended for public use. Therefore, the same ruling should apply to this section of Dunsborough as is being considered for Craig St to Earnshaw Rd. That is: 2.1 Reduce the impact of built form when viewed from Geographe Bay Road AND THE ADJOINING COASTAL RESERVE 2.2 Provide for development that contributes AND IS CONSISTENT with, the established streetscape.	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.			
2.	M.	Miocevich	Quindalup	No	I am continually gobsmacked by an agenda run by a minority of fanatics and ferals that are hell bent on changing the amenity of the Dunsborough foreshore and surrounding streets. These people do not live there, but insisting on imposing their weird ideology on others. Sadly the council aids and abets these nutters, perhaps just to keep them out of their hair. Go away and mow some lawns, repair some footpaths, take away the rubbish and leave us all alone to enjoy our properties that we paid millions for. I will include that the impact on me will be a	1 - 1			

					further reduction in the value of my property, the same as when the nutters planted my view out (by the way I don't own the view, but gee I paid for it).	
3.	K.	de Morton	Busselton	No	There is no need for additional setbacks from the front (Geographe Bay Rd) boundary. There are currently plenty of houses (some built recently) that have been built without the additional setbacks. To modify these setback requirements would penalise (block out their view) people who are yet to build / renovate.	Prior to consultation, P&L amended the proposed changes to LPP1.5 to exclude Geographe from the Policy Area. It is proposed that the Policy will now only apply to the section of Geographe Bay Road between the intersections of Earnshaw Road and Craig Street, West Busselton.
4.	C & M	Johnson	Broadwater	Yes	We agree with the recommendations to change the setbacks along Geographe Bay Rd Broadwater. It will help make the Coastal Setbacks Policy more uniform.	Noted
5.	М	Ravlich	Marybrook	No	I have a vacant block to the north of my property a reduced setback would have a significant impact on my view and the overall vista. There are towering mature gum trees that would be lost if the setbacks were reduced.	Refer to Council report regarding discussion on views.
6.	K.	Grist	Dunsborough	No	When land-owners purchase property they believe they pay for the full allocated portion of land on their title. By seeking to restrict future building or use of land, after the time of purchase, the value of their property is being eroded by such a planning policy. Should the city/state then reimburse the land-owner the proportional land value being taken/restricted?	Not valid planning considerations applicable to this policy review.
					Is it fair for these policies to be retrospective on a land-owner's property?	

T I	
Maybe the City could investigate and instigate a policy that let's the land-owner decide if they wish to take the risk of building close to noticeable erosion sites with the City being relieved of any responsibilities(owners can not sue) should the erosion affect the property.	
[A friend bought a beach front property for a very cheap price after it become flooded when cyclone Alby visited our shores in March 1978. They bought this property over 40 years ago, after seeing the house with its ground floor covered in water, and have since raised their family and are now ready to retire. They have lived a lifetime on this property without a reoccurrence of flooding.]	
Is the erosion pattern likely to change over the generations?	
We and neighbours' have noticed where we live near the Marybrook cut/drain, over the past 20years there is more beach/sand in front of these properties not less.	
What happens if the landscape never changes and people's properties have been basically resumed just in case? Is this government intrusion?	
Should the City be able to change people's titles without the land-owners permission or compensation?	

					Should property owners be able to decide if they wish to take on the personal and financial costs of any risks associated with the land?	
7.	B & J	Mills	West Busselton	No – should be revoked in its entirety	The proposed policy will negatively impact three corner lots. All other corner lots in the proposed area, between Craig St and Earnshaw Rd, have already recently been redeveloped.	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.
					We recommend that the proposed Policy is revoked in its entirety by Council in favour of the deemed-to-comply requirements of the R-Codes on the following basis:	
					1) The proposed Policy does not address the defined Purpose of "reducing visual impact of built form", rather encourages a single "flat" external face at the minimum setback — further brought about by reducing useable land area thereby increasing building mass.	
					2) Furthermore, the proposed amendments do not provide any meaningful recommendations to reduce visual impact or appearance of bulk such as encouraging the articulation of building facades and use of materials sympathetic to the local context.	
					3) Contradictory to the Purpose, the draft Policy discourages the application of "averaging" as per the R-Codes which is shown to encourage the articulation of built form to reduce appearance of bulk.	

					4) The draft Policy does nothing to promote development which "contributes to the established streetscape" for example by requiring retention of existing (or provision of new) mature vegetation e.g., Peppermint Trees as suggested in the Officer's notes to Council as key to softening the impact of the built environment and maintaining a sense of place. While the Purpose of the proposed Policy is sound and clearly stated, adoption of the proposed draft will not achieve the Purpose. The proposed Policy will only serve to further increase the need for discretion, and increase the burden on resources to administer Development Applications.	
8.	D	Smith	Jindong	Neutral	We would say that the comment suggesting that the area is predominately a single story dwelling area is somewhat untrue as there are now several 2 level homes in the area and multiple properties in development stage currently.	Noted.
					We would also suggest that the removal from the current policy of point 4.1.5, which takes into consideration the adjacent properties development when considering new proposals, may not be fair. The reason we say this is an adjacent property to us we objected to the setback that was proposed.	
					The City overuled our objection. If we now submitted a plan with similar setbacks and were refused because the City could not compromise it would seem we were being denied natural justice	

				1		
9.	R	Bromell	Geographe	Yes	I agree with the proposal to reduce the applicable area of LPP1.05 to only include the section of Geographe Bay Road in West Busselton between Craig Street and Earnshaw Road.	Noted.
10.	Double up	of submission N	lo. 7			
11.	G G	Hope	IO. 7	No	If implemented the proposed modification of the LPP will in our view further reduce the amenity of selected ratepayers as well as indirectly redistribute or at least further diminish the wealth and rental earning potential of these same ratepayers. This outcome will effectively be achieved by 'modifications' that unreasonably and further compromise the development potential of selected rate payer properties. It also appears there is little if any justification for the inclusion of Geographe (between Guerin Street and Ford Road) in the proposed LPP 1.5 'modifications'. In this regard, it is surprising an increase in coastal setbacks associated with properties between Guerin St and Ford Rd has been included at all in the intended LPP 1.5 'modification'. This inclusion appears to be in conflict with advice recently provided to the City of Busselton by planning staff as recorded in the City's minutes dated 11th November 2020. 'Geographe (between Guerin Street and Ford Road) In Geographe, while there is very little vegetation, the width of road reserve/verge depth varies and is generally wider than in West Busselton, in places substantially so with properties near to Ford Road having front verges of up to 37m. While the dual use path along this section of coast is generally located	Prior to consultation, P&L amended the proposed changes to LPP1.5 to exclude Geographe from the Policy Area. It is proposed that the Policy will now only apply to the section of Geographe Bay Road between the intersections of Earnshaw Road and Craig Street, West Busselton.
					close to the road reserve, it is not located on the back	

	of back of kerb (minimum setback of approximately	
	5m). Further, the dune system in Geographe is	
	substantial in comparison to the section of West	
	Busselton discussed above, with setbacks of	
	approximately 80m - 150m between front property	
	boundaries and the beach.	
	Given the wider road verges, the siting of the dual use	
	path off the back of kerb and the significant distance	
	provided between the front of the lots and the beach,	
	the impact on the public realm posed by new	
	residential development in this area is not considered	
	significant enough to justify the imposition of	
	additional setback requirements.	
	Further, it would be difficult to argue that there is a	
	consistent character along this section of coast that is	
	worth protecting through policy given the age, height,	
	bulk, architectural style and setbacks of dwellings	
	vary significantly.	
	B1.3 (b) Setbacks from development should assist in	
	ameliorating the impacts of building bulk when	
	viewed from the coastal reserve and primary street.	
	B1.3 (c) The taller and longer a wall is, the further it	
	should be setback from the coastal reserve or primary	
	street.	
	Apart from the various factors noted above, the	
	impact of building bulk is also influenced by building	
	design and the use of materials. Rather than bulky,	
	buildings can be perceived as visually interesting	

through adopting a combination of articulation, horizontal and vertical elements, and use of different materials, openings, and other elements. The setback provisions within the LPP may assist in ameliorating the impact of building bulk, but they may also contribute to poor design outcomes, for example when 'visually interesting' upper floors are setback behind ground floor garages which tend to
The policy requirement for an increased upper floor setback also conflicts with visual privacy requirements within the R-Codes, where an unenclosed balcony must be set back 7.5 metres from the side lot boundary. Use of good design elements can serve to both satisfy visual privacy requirements and provide a visually interesting building.'
Given the above, please consider this submission as a formal request for Geographe (between Guerin Street and Ford Road) to be excluded from the proposed 'modifications' to LPP 1.5 — Coastal Setbacks. I also request written answers from the City of
Busselton to the following questions: 1. Why, in light of the extract from Council's minutes above, has Geographe (between Guerin Street and Ford Road) been included in the proposed 'modifications' to LPP 1.5 as communicated in the City's correspondence of 4th February 2021?

You	rSay Respo First Name	nses – Advertis Surname	ed 21 April – 29 Ma Address	y 2023 Do you support the proposed amended	Reasons	planning framework by other means. Officers Comment
12.	F	Gaschk	Yallingup	No	Street and Ford Road) in the future? The current larger setbacks make more sense in view of Climate Change and future coastal impacts	The Policy does not impose additional setbacks for the purposes of coastal erosion or inundation as these are dealt with in the
					 Where is the evidence that inclusion of Geographe (between Guerin Street and Ford Road) in the proposed 'modifications' to LPP 1.5 will result in such a considerable impact on the public realm to justify its approval? Will Geographe (between Guerin Street and Ford Road) be excluded from the proposed 'modifications' to LPP 1.5? Should Geographe (between Guerin Street and Ford Road) not be excluded from the proposed 'modifications' to LPP 1.5, will provision be made in the LPP 1.5 'modifications' to allow individual properties to be excluded from its impact, subject to appropriate application to the City of Busselton, and if not why not? What further plans does the City of Busselton have that may adversely impact the amenity, wealth and rental earning potential of rate payers who own property in Geographe (between Guerin 	

2.	K	Hargreaves	GEOGRAPHE	No	At the time of the building my family house I was subject to the current set-backs applicable to a two-storey premise. Both properties either side of my property (older properties) have the potential to be developed in the future and the reduced set-backs will mean that potentially myself and my family will be surrounded by buildings forward of our current set-backs that were enforced at the time of the build. The reduced set-backs will mean that I will lose my current views and had I have known about this proposed change we would not have built our family home. There would be other home-owners affected by the same issue. The reduced set-backs will reduce the privacy of my home should the properties either side of my family home be developed and allowed to move the set-back forward. I am not opposed to development however the changes to set-backs directly impact existing houses that were subject to the old/existing set-back regulations.	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.
					set-back regulations.	
3.	1	Malseed	GEOGRAPHE	No	I do not agree with the proposal as I do not see the need to change the current process particularly as there is no requirement for consultation with neighbouring property owners.	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.
4.	М	Webster	Dunsborough	Neutral	While broadly supportive of and understanding of the rationale behind these changes, I am aware that there will always be a concern surrounding the erosion of developmental protections and controls. I would be more comfortable to support the amendment if I was sure that these amendments couldn't / wouldn't be used in the future to bolster or support the	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.

6.	В	Vis	Geographe	Yes	elimination or weakening of other special character area policies by means of representing a desired future direction. Can you reassure me? Our plans are in process through planning	Noted.
					department at the City of Busselton Shire. It would have made house design easier if the proposed set backs were in place instead of trying to average out the setbacks.	
7.	M	Telfer	Geographe	Yes		Noted.
8.	M	Evans	West Busselton	No	Coastal management programmes that are requiring a large financial input are being adapted to protect both the environment and the local communities in the Busselton region. The fact that consideration is being given to remove setback restrictions in some exposed coastal zones is contradictory to the long-term goals of the City's Coastal Management PROGRAM 10 year plan (2020 – 2030). Without appropriate set-backs, coastal damage to property is at higher risk and without the larger set-backs, preventative measures won't be able to be built sufficiently away from the road in front of the property to prevent property local damage. We must look to the future.	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.
9.	I & P	Tassell	Geographe	No	We strongly OPPOSE any change to the current policy for the following reasons: 1. We are currently in a situation where we have been directly impacted by the intent of this proposed amendment. This has been articulated to the City of Busselton in previous correspondence and by a personal presentation at the Council meeting on 21 December 2022. 2. Our predicament at 946A Geographe Bay Road clearly demonstrates the changes proposed are	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.

flawed and clearly shows the negative outcomes which can eventuate as a result. 3. Our neighbours at 946B (house under construction) were given the approval to build 3m forward of the established 6m setback of both adjoining and other neighbouring properties. 4. As a result, the occupants at 946B can from their upstairs balcony have direct sight by overlooking our upstairs kitchen/dining area which is an intolerable	
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4. As a result, the occupants at 946B can from their upstairs balcony have direct sight by overlooking our	
upstairs balcony have direct sight by overlooking our	
upstairs kitchen/dining area which is an intolerable	
situation to live with. This would NOT be the case if	
the new construction had the established 6m setback.	
5. Correspondence from the City of Busselton's	
Department of Planning has maintained their building	
approval (although under a draft amendment which	
hadn't been adopted) complies with all aspects of	
existing R Codes, despite the fact we are now left with	
a permanent loss of amenity. We have since	
requested additional fixed screening to a legitimate	
1.6m height on the western side of the balcony, but	
the COB has not been able to enforce this condition	
after the event.	
6. The allowing of a reduced setback at the front of	
this particular property is not in keeping with the	
streetscape.	
7. As a result of this erroneous approval (we were not	
consulted prior to approval being granted) we are	
now in a permanently conflicted situation with our	
neighbours at 946B. A situation that cannot be	
changed. City of Busselton staff and Councilors are	
invited to personally inspect our predicament to	
witness the flawed implications of this policy	
proposal.	

10.	A	Cohen	West Busselton	No	The property adjoining ours is being built maximally forward (poor planning policy in the first instance, when there are concerns about coastal erosion) - creating a loss/reduction of sun in the winter months, along with views that now are diminished/restricted. Further addition of permanently fixed privacy screening will add to this situation	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.
11.	G	Spencer	Geographe	No	We built a 2-storey house at the above address in 2016 and religiously followed the planning policy as stipulated at that time. Changing these rules (as per the draft modified policy) will have a significant potential detrimental impact on our social amenity, mental health and property value. My wife and myself used significant funds, saved over a life-time of toil and endeavour, to purchase the land and pay for the building of our dream home. The attraction for the purchase was the ability to view Geographe bay from the town jetty to Port Geographe which we hold very dear. So to now have a significant portion of this amenity potentially removed in the future is a cause for great concern and stress to both of us in our retirement years. Changing the policy rules now seems highly unjust, unnecessary and inconsiderate to those of us who have developed their land according to the rules of the day. We ask that you please reconsider the proposal and maintain the status quo.	Refer to Council report on 11 November 2020 (C2011/130 refers) for justification regarding the proposed changes to LPP1.5.

City of Busselton Dogs Local Law 2023

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SCHEDULE 3 – OFFENCES IN RESPECT OF WHICH MODIFIED PENALTIES APPLY

LOCAL GOVERNMENT ACT 1995 DOG ACT 1976

City of Busselton

Dogs Local Law 2023

Under the powers conferred by the *Dog Act 1976*, the *Local Government Act 1995*- and under all other powers enabling it, the Council of the City of Busselton resolved onto make the following local law.

PART 1-- PRELIMINARY

1.1 Citation

This local law may be cited as the City of Busselton Dogs Local Law 2023.

1.2 Repeal

The City of Busselton Dogs Local Law 2014 published in the Government Gazette on 26 November 2014 is repealed.

1.3 Commencement

This local law comes into operation on the 14th day after the date of its publication in the Government Gazette.

1.4 Definitions

In this local law unless the context otherwise requires –

Act means the Dog Act 1976;

authorised person means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under this local law;

CEO means the Chief Executive Officer of the local government;

dangerous dog has the meaning given to it in the Act;

development approval means an approval issued under the a-local planning scheme;

district means the area of the State that has been declared to be the district of the local government under the Local Government Act 1995 and includes, for certain purposes provided for in the Act, other areas which although not being within the boundaries of the district are regarded for those purposes as being part of the district;

dog management facility has the meaning given to it in the Act;

district means the area of the State that has been declared to be the district of the local government under the Local Government Act 1995 and includes, for certain purposes provided for in the Act, other areas which although not being within the boundaries of the district are regarded for those purposes as being part of the district;

local government means the City of Busselton;

local planning scheme means a local planning scheme made by the local government under the *Planning and Development Act 2005* which applies throughout the whole or a part of the district;

owner, in relation to a dog, has the same meaning as in section 3(1) and (2) of the Act;

person liable for the control of the dog has the same meaning as in section 3(1) of the Act;

development approval means an approval issued under the a local planning scheme;

premises has the same meaning as in section 3(1) of the Act;

Regulations means the Dog Regulations 2013;

Schedule means a Schedule to this local law; and

thoroughfare has the meaning given to it in section 1.4 of the Local Government Act 1995.

1.5 Application

This local law applies throughout the district.

PART 2 - IMPOUNDING OF DOGS

2.1 Fees, charges and costs

The following fees, charges and costs are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995* –

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

2.2 Attendance of authorised person at dog management facility

The authorised person is to be in attendance at the dog management facility for the release of dogs at the times and on the days of the week as are determined by the CEO.

2.3 Release of impounded dog

(1) A claim for the release of an impounded dog is to be made to the authorised person or, in the absence of the authorised person, to the CEO.

- (2) The authorised person is not to release an impounded dog to any person unless that person has produced, to the satisfaction of the authorised person (or in the absence of the authorised person, to the CEO) satisfactory evidence they are
 - (a) the registered owner of the dog; or
 - (b) an agent acting on behalf of the registered owner of the dog; or
 - (c) an authorised representative of a registered animal rescue group collecting the dog for the purpose of rehoming it.

PART 3 - REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

- (1) An occupier of premises on which a dog is kept must
 - (a) cause that portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
 - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures the dog remains confined) and is fitted with a proper latch or other means of fastening it;
 - (d) maintain the fence and all gates and doors in the fence in good order and condition;and
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) An occupier who fails to comply with subclause (1) commits an offence.
- (3) Notwithstanding the above, the confinement of dangerous dogs is dealt with in the Act.

3.2 Limitation on the number of dogs

(2)

- (1) This clause does not apply to premises which have been
 - (a) licensed under Part 4 of this local law as an approved kennel establishment; or
 - (b) granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act –

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- (a) 2 dogs over the age of 3 months and the young of those dogs under that age; or
- (b) Lif the premises is situated in an area zoned rural under the local planning scheme, 4 dogs over the age of 3 months and the young of those dogs under that age.

PART 4 - APPROVED KENNEL ESTABLISHMENTS

4.1 Interpretation

In this Part and in Schedule 2 of this local law -

adjoining includes land or premises which have a portion of a common boundary with a lot or is separated from that lot by a public reserve, road, right-of-way, pedestrian access way, access leg of a battle-axe lot or the equivalent not more than 6m in width;

licence means a licence to keep an approved kennel establishment on premises;

licensee means the holder of a licence;

premises means, in addition to the meaning given to it in section 3 of the Act, the premises described in the application for a licence; and

transferee means a person who applies for the transfer of a licence to her or him under clause 4.13.

4.2 Application for licence for approved kennel establishment

An application for a licence must be made in the form of that in Schedule 1 of this local law, and must be lodged with the local government together with -

- (a) plans and specifications of the kennel establishment, including a site plan;
- (b) copies of the notices to be given under clause 4.3;
- (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the CEO, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
- (d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs adopted or nominated by the local government;
- (e) the fee for the application for a licence referred to in clause 4.9(1); and
- (f) a copy of a development approval issued by the local government under a local planning scheme.

4.3 Notice of proposed use

- (1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged
 - (a) once in a newspaper circulating in the district; and
 - (b) to the owners and occupiers of any premises adjoining the premises.

- (2) The notices in subclause (1) must specify that
 - (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
 - (b) the application and plans and specifications may be inspected at the offices of the local government.
- (3) Where
 - (a) the notices given under subclause (1) do not clearly identify the premises; or
 - (b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the CEO, would fail to serve the purpose of notifying persons of the proposed use of the premises,

then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.

4.4 Exemption from notice requirements

Where an application for a licence is made in respect of premises on which an approved kennel establishment is either a –

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements;

under a local planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

4.5 When application can be determined

An application for a licence is not to be determined by the local government until –

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.3(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises.

4.6 Determination of application

In determining an application for a licence, the local government is to have regard to –

- (a) the matters referred to in clause 4.7;
- (b) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;

- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

4.7 Where application cannot be approved

The local government cannot approve an application for a licence where –

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a local planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

4.8 Conditions of approval

- (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.
- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.
- (3) A licensee who fails to comply with the conditions of a licence commits an offence.

4.9 Fees

- (1) On lodging an application for a licence, the applicant is to pay a fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.
- (4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

4.10 Form of licence

The licence is to be in the form determined by the local government and is to be issued to the licensee.

4.11 Period of licence

- (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the fee referred to in clause 4.9(2) is paid to the local government prior to the expiry of the licence.
- (3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

4.12 Variation or cancellation of licence

- (1) The local government may vary the conditions of a licence.
- (2) The local government may cancel a licence
 - (a) on the request of the licensee;
 - (b) following a breach of the Act, the Regulations or this local law; or
 - (c) if the licensee is not a fit and proper person.
- (3) The date a licence is cancelled is to be, in the case of
 - (a) paragraph (a) of subclause (2), the date requested by the licensee; or
 - (b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.
- (4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

4.13 Transfer

- (1) An application for the transfer of a valid licence from the licensee to another person must be
 - (a) made in the form determined by the local government;
 - (b) made by the transferee;
 - (c) made with the written consent of the licensee; and
 - (d) lodged with the local government together with
 - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
 - (ii) the fee for the application for the transfer of a licence referred to in clause 4.9(3).
- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).

- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.14(b), the transferee becomes the licensee of the licence for the purposes of this local law.

4.14 Notification

The local government is to give written notice to -

- (a) an applicant for a licence of the local government's decision on her or his application;
- (b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (c) a licensee of any variation made under clause 4.12(1);
- (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (e) a licensee when her or his licence is renewed;
- (f) a licensee of the cancellation of a licence under clause 4.12 (2)(a); and
- (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.12(2), which notice is to be given in accordance with section 27(6) of the Act.

4.15 Objections and appeals

- (1) Where the local government makes a decision as to whether it will
 - (a) grant an application for a licence;
 - (b) vary or cancel a licence; or
 - (c) impose or amend a condition to which a licence is subject,

the provisions of Division 1 of Part 9 of the Local Government Act 1995 and regulation 33 of the Local Government (Functions and General) Regulations 1996 apply to that decision.

(2) Under these provisions, an affected person may have the right to object to, or to appeal against, a decision of the local government.

4.16 Inspection of kennel

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

PART 5 - MISCELLANEOUS

5.1 Offence to excrete

- (1) A dog must not excrete on
 - (a) any thoroughfare or other public place; or
 - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.
- (3) A person liable for the control of a dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

PART 6 - ENFORCEMENT

6.1 6.1 Interpretation

In this Part -

infringement notice means the notice referred to in clause 6.5; and

notice of withdrawal means the notice referred to in clause 6.8.

6.2 6.2 Offences

A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

6.3 General penalty

A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of the day during which the offence has continued.

6.4 6.4 Modified penalties

- (1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if -
 - (a) the offence does not involve a dangerous dog; or
 - (b) the offence involves a dangerous dog, but an amount does not appear in the fifth column directly opposite that offence.
- (3) The amount appearing in the fifth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the offence involves a dangerous dog.

6.5 6.5 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 2 in Schedule 1 of the *Local Government (Functions and General)* Regulations 1996.

6.6 6.7 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgement.

6.7 Withdrawal of infringement notice

Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form of Form 3 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996.*

6.8 6.9 Service

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

SCHEDULE 1 – APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL **ESTABLISHMENT**

[clause 4.2]

City of Busselton Dogs Local Law 2023

I/we (full name)
of (postal address)
(telephone number)
(E-mail address)
Apply for a licence for an approved kennel establishment at (address of premises)
For (number and breed of dogs)
* (insert name of person) will be residing at the premises on and from (insert date)
* (insert name of person)
Attached are -
 (a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences; (b) plans and specifications of the kennel establishment; (c) copy of notice of proposed use to appear in newspaper; (d) copy of notice of proposed use to be given to adjoining premises; (e) written evidence that a person will reside - (i) at the premises; or (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and (f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.
I confirm that I have read and agree to comply with the Code of Practice known as, in the keeping of dogs at the proposed kennel establishment**.
Signature of applicant
Date
* delete where inapplicable. ** see clause 4.2(d). Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the Dog Act 1976.

OFFICE USE ONLY

Application fee paid on [insert date].

SCHEDULE 2 – CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT

[clause 4.8(1)]

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

- (a) Each kennel, unless it is fully enclosed, must have a yard attached to it.
- (b) Each kennel and each yard must be at a distance of not less than -
 - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
 - (ii) 10m from any dwelling; and
 - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption.
- (c) Each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government₅₂
- (d) The minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder.
- (e) The floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached.
- (f) The upper surface of the kennel floor must be
 - (i) at least 100mm above the surface of the surrounding ground;
 - (ii) smooth so as to facilitate cleaning;
 - (iii) rigid;
 - (iv) durable;
 - (v) slip resistant;
 - (vi) resistant to corrosion;
 - (vii) non-toxic;
 - (viii) impervious;
 - (ix) free from cracks, crevices and other defects; and
 - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government.
- (g) All kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government.
- (h) The kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor.
- (i) Where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel.

- (j) From the floor, the lowest internal height of a kennel must be, whichever is the lesser of -
 - (i) 2m; or
 - (ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position.
- (k) The walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government.
- (l) All external surfaces of each kennel must be kept in good condition.
- (m) The roof of each kennel must be constructed of impervious material.
- (n) All kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorised person.
- (o) All refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage.
- (p) Noise, odours, fleas, flies and other vectors of disease must be effectively controlled.
- (q) Suitable water must be available at the kennel via a properly supported standpipe and tap.
- (r) The licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -
 - (i) at the premises; or
 - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

SCHEDULE 3 – OFFENCES IN RESPECT OF WHICH MODIFIED PENALTIES APPLY

[clause 6.4]

Item	Clause	Nature of offence	Modified penalty	Dangerous Dog Modified Penalty
1	3.1	Failing to provide means for effectively confining a dog	\$200	As per Regulations\$
2	4.8	Failing to comply with the conditions of a licence	\$200	
3	6.1(2)	Dog excreting in prohibited place	\$200	

50 of 465 ATT::10.2.1 Dogs Local Law (marked-up)

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City of Busselton Dogs Local Law 2023

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SCHEDULE 3 – OFFENCES IN RESPECT OF WHICH MODIFIED PENALTIES APPLY

LOCAL GOVERNMENT ACT 1995 DOG ACT 1976

City of Busselton

Dogs Local Law 2023

Under the powers conferred by the *Dog Act 1976*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Busselton resolved onto make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the City of Busselton Dogs Local Law 2023.

1.2 Repeal

The City of Busselton Dogs Local Law 2014 published in the Government Gazette on 26 November 2014 is repealed.

1.3 Commencement

This local law comes into operation on the 14th day after the date of its publication in the *Government Gazette*.

1.4 Definitions

In this local law unless the context otherwise requires –

Act means the Dog Act 1976;

authorised person means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under this local law;

CEO means the Chief Executive Officer of the local government;

dangerous dog has the meaning given to it in the Act;

development approval means an approval issued under the local planning scheme;

district means the area of the State that has been declared to be the district of the local government under the Local Government Act 1995 and includes, for certain purposes provided for in the Act, other areas which although not being within the boundaries of the district are regarded for those purposes as being part of the district;

dog management facility has the meaning given to it in the Act;

local government means the City of Busselton;

local planning scheme means a local planning scheme made by the local government under the *Planning and Development Act 2005* which applies throughout the whole or a part of the district;

owner, in relation to a dog, has the same meaning as in section 3(1) and (2) of the Act;

person liable for the control of the dog has the same meaning as in section 3(1) of the Act;

premises has the same meaning as in section 3(1) of the Act;

Regulations means the Dog Regulations 2013;

Schedule means a Schedule to this local law; and

thoroughfare has the meaning given to it in section 1.4 of the Local Government Act 1995.

1.5 Application

This local law applies throughout the district.

PART 2 - IMPOUNDING OF DOGS

2.1 Fees, charges and costs

The following fees, charges and costs are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995* –

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

2.2 Attendance of authorised person at dog management facility

The authorised person is to be in attendance at the dog management facility for the release of dogs at the times and on the days of the week as are determined by the CEO.

2.3 Release of impounded dog

- (1) A claim for the release of an impounded dog is to be made to the authorised person or, in the absence of the authorised person, to the CEO.
- (2) The authorised person is not to release an impounded dog to any person unless that person has produced, to the satisfaction of the authorised person (or in the absence of the authorised person, to the CEO) satisfactory evidence they are
 - (a) the registered owner of the dog; or
 - (b) an agent acting on behalf of the registered owner of the dog; or
 - (c) an authorised representative of a registered animal rescue group collecting the dog for the purpose of rehoming it.

PART 3 - REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

- (1) An occupier of premises on which a dog is kept must
 - (a) cause that portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
 - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures the dog remains confined) and is fitted with a proper latch or other means of fastening it;
 - (d) maintain the fence and all gates and doors in the fence in good order and condition; and
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) An occupier who fails to comply with subclause (1) commits an offence.
- (3) Notwithstanding the above, the confinement of dangerous dogs is dealt with in the Act.

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been
 - (a) licensed under Part 4 of this local law as an approved kennel establishment; or
 - (b) granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act
 - (a) 2 dogs over the age of 3 months and the young of those dogs under that age; or
 - (b) if the premises is situated in an area zoned rural under the local planning scheme, 4 dogs over the age of 3 months and the young of those dogs under that age.

PART 4 - APPROVED KENNEL ESTABLISHMENTS

4.1 Interpretation

In this Part and in Schedule 2 of this local law -

adjoining includes land or premises which have a portion of a common boundary with a lot or is separated from that lot by a public reserve, road, right-of-way, pedestrian access way, access leg of a battle-axe lot or the equivalent not more than 6m in width;

licence means a licence to keep an approved kennel establishment on premises;

licensee means the holder of a licence:

premises means, in addition to the meaning given to it in section 3 of the Act, the premises described in the application for a licence; and

transferee means a person who applies for the transfer of a licence to her or him under clause 4.13.

4.2 Application for licence for approved kennel establishment

An application for a licence must be made in the form of that in Schedule 1 of this local law, and must be lodged with the local government together with –

- (a) plans and specifications of the kennel establishment, including a site plan;
- (b) copies of the notices to be given under clause 4.3;
- (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the CEO, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
- (d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs adopted or nominated by the local government;
- (e) the fee for the application for a licence referred to in clause 4.9(1); and
- (f) a copy of a development approval issued by the local government under a local planning scheme.

4.3 Notice of proposed use

- (1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged
 - (a) once in a newspaper circulating in the district; and
 - (b) to the owners and occupiers of any premises adjoining the premises.

- (2) The notices in subclause (1) must specify that
 - (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
 - (b) the application and plans and specifications may be inspected at the offices of the local government.
- (3) Where
 - (a) the notices given under subclause (1) do not clearly identify the premises; or
 - (b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the CEO, would fail to serve the purpose of notifying persons of the proposed use of the premises,

then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.

4.4 Exemption from notice requirements

Where an application for a licence is made in respect of premises on which an approved kennel establishment is either a –

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements;

under a local planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

4.5 When application can be determined

An application for a licence is not to be determined by the local government until –

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.3(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises.

4.6 Determination of application

In determining an application for a licence, the local government is to have regard to –

- (a) the matters referred to in clause 4.7;
- (b) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;

- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

4.7 Where application cannot be approved

The local government cannot approve an application for a licence where –

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a local planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

4.8 Conditions of approval

- (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.
- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.
- (3) A licensee who fails to comply with the conditions of a licence commits an offence.

4.9 Fees

- (1) On lodging an application for a licence, the applicant is to pay a fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.
- (4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

4.10 Form of licence

The licence is to be in the form determined by the local government and is to be issued to the licensee.

4.11 Period of licence

- (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the fee referred to in clause 4.9(2) is paid to the local government prior to the expiry of the licence.
- (3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

4.12 Variation or cancellation of licence

- (1) The local government may vary the conditions of a licence.
- (2) The local government may cancel a licence
 - (a) on the request of the licensee;
 - (b) following a breach of the Act, the Regulations or this local law; or
 - (c) if the licensee is not a fit and proper person.
- (3) The date a licence is cancelled is to be, in the case of
 - (a) paragraph (a) of subclause (2), the date requested by the licensee; or
 - (b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.
- (4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

4.13 Transfer

- (1) An application for the transfer of a valid licence from the licensee to another person must be
 - (a) made in the form determined by the local government;
 - (b) made by the transferee;
 - (c) made with the written consent of the licensee; and
 - (d) lodged with the local government together with
 - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
 - (ii) the fee for the application for the transfer of a licence referred to in clause 4.9(3).
- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).

- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.14(b), the transferee becomes the licensee of the licence for the purposes of this local law.

4.14 Notification

The local government is to give written notice to -

- (a) an applicant for a licence of the local government's decision on her or his application;
- (b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (c) a licensee of any variation made under clause 4.12(1);
- (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (e) a licensee when her or his licence is renewed;
- (f) a licensee of the cancellation of a licence under clause 4.12 (2)(a); and
- (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.12(2), which notice is to be given in accordance with section 27(6) of the Act.

4.15 Objections and appeals

- (1) Where the local government makes a decision as to whether it will
 - (a) grant an application for a licence;
 - (b) vary or cancel a licence; or
 - (c) impose or amend a condition to which a licence is subject,

the provisions of Division 1 of Part 9 of the *Local Government Act 1995 and* regulation 33 of the *Local Government (Functions and General) Regulations 1996* apply to that decision.

(2) Under these provisions, an affected person may have the right to object to, or to appeal against, a decision of the local government.

4.16 Inspection of kennel

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

PART 5 - MISCELLANEOUS

5.1 Offence to excrete

- (1) A dog must not excrete on
 - (a) any thoroughfare or other public place; or
 - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.
- (3) A person liable for the control of a dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

PART 6 - ENFORCEMENT

6.1 Interpretation

In this Part -

infringement notice means the notice referred to in clause 6.5; and

notice of withdrawal means the notice referred to in clause 6.8.

6.2 Offences

A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

6.3 General penalty

A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of the day during which the offence has continued.

6.4 Modified penalties

- (1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if -
 - (a) the offence does not involve a dangerous dog; or
 - (b) the offence involves a dangerous dog, but an amount does not appear in the fifth column directly opposite that offence.

(3) The amount appearing in the fifth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the offence involves a dangerous dog.

6.5 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 2 in Schedule 1 of the *Local Government (Functions and General)* Regulations 1996.

6.6 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgement.

6.7 Withdrawal of infringement notice

Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form of Form 3 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

6.8 Service

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

SCHEDULE 1 – APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT

[clause 4.2]

City of Busselton Dogs Local Law 2023

I/we (full name)
of (postal address)
(telephone number)
(E-mail address)
Apply for a licence for an approved kennel establishment at (address of premises)
For (number and breed of dogs)
* (insert name of person) will be residing at the premises on and from (insert date)
* (insert name of person)
Attached are -
 (a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences; (b) plans and specifications of the kennel establishment; (c) copy of notice of proposed use to appear in newspaper; (d) copy of notice of proposed use to be given to adjoining premises; (e) written evidence that a person will reside - (i) at the premises; or (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and (f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.
I confirm that I have read and agree to comply with the Code of Practice known as, in the keeping of dogs at the proposed kennel establishment**.
Signature of applicant
Date
 * delete where inapplicable. ** see clause 4.2(d). Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the Dog Act 1976.

OFFICE USE ONLY

Application fee paid on [insert date].

SCHEDULE 2 – CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT

[clause 4.8(1)]

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

- (a) Each kennel, unless it is fully enclosed, must have a yard attached to it.
- (b) Each kennel and each yard must be at a distance of not less than -
 - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
 - (ii) 10m from any dwelling; and
 - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption.
- (c) Each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government.
- (d) The minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder.
- (e) The floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached.
- (f) The upper surface of the kennel floor must be
 - (i) at least 100mm above the surface of the surrounding ground;
 - (ii) smooth so as to facilitate cleaning;
 - (iii) rigid;
 - (iv) durable;
 - (v) slip resistant;
 - (vi) resistant to corrosion;
 - (vii) non-toxic;
 - (viii) impervious;
 - (ix) free from cracks, crevices and other defects; and
 - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government.
- (g) All kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government.
- (h) The kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor.
- (i) Where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel.

- (j) From the floor, the lowest internal height of a kennel must be, whichever is the lesser of -
 - (i) 2m; or
 - (ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position.
- (k) The walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government.
- (l) All external surfaces of each kennel must be kept in good condition.
- (m) The roof of each kennel must be constructed of impervious material.
- (n) All kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorised person.
- (o) All refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage.
- (p) Noise, odours, fleas, flies and other vectors of disease must be effectively controlled.
- (q) Suitable water must be available at the kennel via a properly supported standpipe and tap.
- (r) The licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -
 - (i) at the premises; or
 - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

SCHEDULE 3 – OFFENCES IN RESPECT OF WHICH MODIFIED PENALTIES APPLY

[clause 6.4]

Item	Clause	Nature of offence	Modified penalty	Dangerous Dog Modified Penalty
	3.1	Failing to provide means for effectively confining a	\$200	As per
1		dog		Regulations
2	4.8	Failing to comply with the conditions of a licence	\$200	
3	5.1(2)	Dog excreting in prohibited place	\$200	

68 of 465 ATT::10.2.2 Dogs Local Law (clean)

This local law was made at the meeting of the Co	uncil of the City of Busselton on
The Common Seal of the City of Busselton was a the presence of –	ffixed by authority of a resolution of the Council in
	, Mayor
	,,
ANTI	HONY GRAHAM NOTTLE, Chief Executive Officer

Last updated 12/08/2015 (Implementation)

040 Bush Fire Brigade Accounting V1 Current	Ī	040	Bush Fire Brigade Accounting	V1 Current
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PURPOSE

Objective

The purpose of this policy is to ensure that the financial affairs of Bush Fire Brigades of the City of Busselton are conducted in a manner that will ensure accountability of community funds.

SCOPE

Policy Statement

Through the application of this Policy, the City of Busselton seeks to ensure that the financial affairs of volunteer bush fire brigades are managed in a manner that will ensure that brigade and community members can be satisfied that any funds held by the brigade are properly accounted for, and are used for the purposes for which they were raised.

POLICY CONTENT

1. Accounts at Financial Institutions

- (1) The brigade must disclose where brigade account(s) are to be held for the ensuing Financial Year at each AGM and record this information within the minutes of the AGM.
- (2) The brigade must have three (3) Brigade Executive Committee Members to act as signatories for the brigade accounts each Financial Year.
- (3) A minimum of two (2) signatures is required on any brigade account cheque or bank transaction form.
- (4) All brigade purchases are to be approved by the Brigade Executive Committee.
- (5) All accounts raised, works undertaken or goods to be purchased by the brigade must be authorised in advance by the Brigade Executive Committee.
- (6) All accounts raised, works undertaken or goods to be purchased need to be ratified by the brigade at the next Ordinary Meeting.
- (7) All funds raised by the brigade are to be used for the purpose of improving the profile and operation of the brigade and its members.
- (8) All payments issued must be accompanied by the appropriate documentation (invoice or monthly account).
- (9) All money received by the brigade or by a member on behalf of the brigade must be recorded in the brigade financial records.

2. Financial Reports

- (1) The Treasurer must, at each AGM, present a financial report for the previous 12-month period or since the last AGM.
- (2) The financial report must include—

Last updated 12/08/2015 (Implementation)

- (a) a Statement of Receipts and Payments;
- (b) a Bank Reconciliation Statement;
- (c) notes detailing any outstanding receipts or payments; and
- (d) an Inventory of Assets held by the brigade.
- 3) The financial report will be forwarded to the Executive Officer of the Bush Fire Advisory Committee for the information of the local government
- (4) The City shall have the option to re/view the financial statement of any brigade if it considers it is necessary, and may undertake an audit if required by the Chief Executive Officer

3. Rules for Deductible Gift Recipient Funds

- (1) If a Volunteer Bush Fire Brigade establishes a Fire and Emergency Public Fund, the fund called the "(insert Brigade name) Volunteer Bush Fire Brigade Public Fund" is to be governed by this policy.
- (2) The object of the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund is to solicit and receive gifts from the public solely for the purpose of supporting the volunteer-based emergency service activities of the (insert Brigade name) Volunteer Bush Fire Brigade.
- (3) The (insert Brigade name) Volunteer Bush Fire Brigade must maintain the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund as a 'gift fund' to receive and record all of the following:
 - a) gifts of money or property;
 - b) deductible contributions described in item 7 and 8 of the table in section 30-15 of the *Income Tax Assessment Act 1997* in relation to a fund-raising event held for that purpose;
 - c) money received because of such gifts and contributions.
- (4) The public fund is not to receive any other money or property.
- (5) All receipts for gifts must include all of the following:
 - be issued in the name of the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund:
 - b) state that the receipt is for a gift;
 - c) state the (insert Brigade name) Volunteer Bush Fire Brigade's ABN.
- (6) The (insert Brigade name) Volunteer Bush Fire Brigade may invite the public to donate to the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund.
- (7) A Brigade Executive Committee of management of no fewer than three persons will be appointed by the (insert Brigade name) Volunteer Bush Fire Brigade to administer the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund. A majority of the members of the Brigade Executive committee of management are required to be persons having a degree of responsibility to the general community by reason of their occupation or standing in the community.
- (8) The (insert Brigade name) Volunteer Bush Fire Brigade Public Fund (Fund) shall operate on a non-profit basis. No portion of the assets or income of the Fund will be distributed directly or indirectly to members of (insert Brigade name) Volunteer Bush Fire Brigade or the Fund's management Brigade Executive committee apart from bona fide compensation for services rendered or expenses incurred on behalf of the Fund.

Last updated 12/08/2015 (Implementation)

- (9) If the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund is wound up or if the endorsement of the (insert Brigade name) Volunteer Bush Fire Brigade as a deductible gift recipient for the operation of the Fund is revoked, any surplus assets of the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund remaining after the payment of liabilities attributable to it, shall be transferred to a fund, authority or institution which has similar objects and to which income tax deductible gifts can be made.
- (10) (insert Brigade name) Volunteer Bush Fire Brigade must notify the Australian Taxation Office in writing or email if it is no longer entitled to be endorsed for the operation of the (insert Brigade name) Volunteer Bush Fire Brigade Public Fund, or of any changes that would affect its entitlement to endorsement.

Policy Reference No. – 040

Owner Unit – Ranger & Emergency Services

Originator – Ranger & Emergency Services Coordinator

Policy approved by – Council

Date Approved – 12August 2015

Review Frequency - As required

Related Documents - Acts, Regulations and Local Laws administered by the City Background/History –

Council Resolution	Date	Information
C1508/216	12 August,2015	Date of implementation
		Version 1

032 Bush Fire Brigade Grievance Process and Disciplinary Action V1 Cu	ent
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PURPOSE

Objective

The purpose of this policy is to establish an environment where members of Volunteer Bush Fire brigades of the City of Busselton can expect to be treated equally and with respect.

SCOPE

Policy Statement

Through the application of this Policy, Volunteer Bush Fire Brigades of the City of Busselton shall operate in a manner that affords respect to all brigade members and provides for a fair process for dealing with grievances within the brigade.

POLICY CONTENT

1. Grievance Process / Disciplinary Action

- (1) All Brigades, through their management and members shall commit to providing an environment in which all persons can expect to be treated equally and with respect.
- (2) All members upon joining a brigade shall be provided with a copy of this Policy as part of their induction into the brigade.
- (3) A grievance is any serious allegation, dispute or claim, arising during any training or activity involving the brigade, in relation to an act committed by a member. Examples that may be considered a grievance include acts that—
 - (a) constitute a breach of the Rules that may be from time to time be formed by a brigade,
 - (b) contravene the values of the Rules or the Code of Conduct Policy,
 - (c) bring the brigade, the City of Busselton Volunteer Bush Fire Service, and or the City of Busselton into disrepute;
 - (d) contravenes any reasonable direction given by the brigade's Fire Control Officer, Captain or the delegated authority of the committee of the Brigade;
 - (e) shows disregard for brigade regulations, City of Busselton policies or procedures;
 - (f) jeopardises the safety of the member or others; and/or
 - (g) results in the member being convicted of an offence for which an offender may be imprisoned.
- (4) Where a grievance arises, an investigation must be conducted by the Chairman of the Brigade and the CBFCO if necessary, or the CBFCO if the grievance involves the Chairman, or by the Chief Executive Officer or their nominee if the grievance involves the CBFCO.
- (5) During the investigation it may be determined that the member be suspended from all or part of brigade activities, subject to the CBFCO's approval. If a member is to be suspended during the investigation the CBFCO shall notify the member in writing or email of the terms of the suspension, including the reason for the suspension and the time period. The time period for suspension during an investigation, should not exceed three (3) consecutive months.

When an investigation is completed a report will be provided by the investigating officer to the CBFCO outlining the process of the investigation, the conclusions drawn and any recommended action.

- (6) Disciplinary action in relation to the member may include—
 - (a) suspension of membership;
 - (b) termination of membership; or
 - (c) any other reasonable disciplinary action as determined by the Brigade Executive Committee in consultation with the CBFCO.
- (7) If a disciplinary suspension is imposed, the CBFCO must notify the member in writing or email that they are suspended, including the suspension period and reason for suspension. Suspension may be from complete or specific brigade duties and activities.
- (8) The period of disciplinary suspension shall be determined by the CBFCO in consultation with the Chairman and the Brigade Executive Committee.
- (9) On completion of the suspension period the member may be required to undertake refresher training before resuming active fire fighting duties which will be supervised and or acknowledged by the Captain.
- (10) If a membership is to be terminated, the Chairman with the approval of the CBFCO will notify the member in writing or email, and provide a reason for termination.
- (11) Where a membership is terminated, all property owned by the local government shall be returned to the local government within fourteen (14) days of giving notice. Failure to meet these conditions may require the local government to seek reimbursement of costs against the member.

2. Termination by the Member

- (1) A member can decide to resign from brigade activities and terminate their membership by providing written notification to the Brigade Executive Committee.
- (2) Where a member resigns, all property owned by the local government shall be returned to the local government within fourteen (14) days of giving notice. Failure to meet these conditions may result in the local government to seeking reimbursement of costs against the member.

3. Rights of a Volunteer Member

- (1) A member shall not be suspended or dismissed from any brigade duty without an opportunity to defend the allegation.
- (2) Any member may lodge a written objection to the CBFCO should they consider they have been unfairly dealt with by the Brigade Executive Committee.
- The CBFCO shall consider the objection and deal with it in consultation with the Brigade Executive Committee. This may include either—
 - (a) dismissing the objection;
 - (b) varying the decision;
 - (c) revoking the original decision;
 - (i) imposing an independent decision; or
 - (ii) referring the matter back to the Brigade Executive Committee to reconsider the decision.

Policy Reference No. – 032

Owner Unit – Ranger & Emergency Services

Originator - Ranger & Emergency Services Coordinator

Policy approved by – Council

Date Approved – 12 August 2015

Review Frequency - As required

Related Documents - Acts, Regulations and Local Laws administered by the City

Background/History -

<u>History</u>

Council Resolution	Date	Information
C1508/216	12 August, 2015	Date of implementation
		Version 1

	041	Code of Conduct, Bush Fire Brigade Objectives and Values	V1 Current
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PURPOSE

Objective

The purpose of this policy is to establish core values that underpin membership of, and the operations of Volunteer Bush Fire Brigades of the City of Busselton.

SCOPE

Policy Statement

Through the application of this Policy, Volunteer Bush Fire Brigades of the City of Busselton, and the members of those brigades will conduct themselves in a manner that is worthy of the respect of the community in acknowledgement of their dedication to community values and safety.

POLICY CONTENT

1. Code of Conduct

The City of Busselton has established Volunteer Bush Fire brigades pursuant to the powers enabling the City contained in Section 41 of the Bush Fires Act 1954.

As members of Volunteer Bush Fire Brigades established under the Act, members of the brigade are officers of the City and as such are expected at all times to conduct themselves in a manner that is

- consistent with the best interests of the brigade,
- 2. is in line with the organisational chain of command for both fire fighting and brigade activities, and
- 3. does not in any way bring discredit to either the brigade, it's members or the City.

To this end, the City of Busselton has adopted the Code of Conduct for Volunteer Bush Fire Fighters. Members of Brigades are required to commit to the standards of the Code and be governed by the Code.

Any person who is a member of a Brigade, when acting in that capacity shall:

- Act with reasonable care and diligence;
- Act with honesty and integrity;
- Act lawfully;
- Avoid damage to the reputation of the local government;
- Be open and accountable;
- Base decisions on relevant and factually correct information;
- Treat others with respect and fairness;
- Not be impaired by mind affecting substances.
- Fulfil their public and professional duties in a manner that is ethical, impartial, objective and responsible;
- Not use or attempt to use their positions for personal benefit or the personal benefit of others, either by influencing others, the improper use of information gained in the performance of their duties, or otherwise;
- Understand and be mindful of their role, responsibilities, empowerment and limitations and act within those parameters
- Refrain from making allegations which are improper or derogatory, unless true, in the public interest and in an appropriate forum;

• Refrain from any form of conduct in the performance of their official or professional duties which may cause any reasonable person unwarranted offence or embarrassment.

2. Brigade Objectives

The Brigade shall undertake the following objectives—

- (a) provide timely, efficient and effective emergency services;
- (b) minimise the impact of emergencies on the community;
- (c) work with the community to increase bush fire awareness and fire prevention;
- (d) ensure that active Members' training requirements are maintained and documented to meet City of Busselton and DFES standards
- (e) ensure all operational equipment is serviceable and available for emergencies;
- (f) provide an environment where every individual is treated with respect, and which is free from discrimination or harassment;
- (g) uphold the City of Busselton's Policy Code of Conduct; Brigade Objective and Values; and
- (h) service the needs of the community and work cohesively with other agencies.

3. Brigade Values

- (1) Members are to adopt the Brigade values at all times when representing the Brigade in accordance with the *Code of Conduct as in Clause 3*.
- (2) The Brigade values include—
 - (a) Put the community first;
 - (b) Act with integrity and honesty;
 - (c) Work together as a committed team;
 - (d) Strive to keep ourselves and others safe;
 - (e) Respect and value the contribution of others;
 - (f) Have open and honest two way communication; and
 - (g) Continuously develop our skills to improve our service to the community.

Policy Reference No. - 041

Owner Unit – Ranger and Emergency Services

Originator - Ranger and Emergency Services Coordinator

Policy approved by - Council

Date Approved – 12 August, 2015

Review Frequency - As required

Related Documents - Acts, Regulations and Local Laws administered by the City

Background/History -

Council Resolution	Date	Information
C1508/216	12 August,2015	Date of implementation
		Version 1

033	Meetings of Bush Fire Brigades	V1 Current
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PURPOSE

Objective

The purpose of this policy is to provide a structure for the conduct of meetings of Volunteer Bush Fire Brigades to assist the operation of the Brigade and any Committee that the brigade may establish.

SCOPE

Policy Statement

Through the application of this Policy, meetings of Volunteer Bush Fire Brigades of the City of Busselton shall be held in a manner that is open to respected principles of inclusion and accountability.

POLICY CONTENT

Part 1 - Meetings of the Brigade

1. Ordinary meetings

- (1) The brigade may at any time call an Ordinary Meeting of its members.
- (2) The brigade shall hold a minimum of one (1) Ordinary Meeting between 1 July and 30 June each year or as they deem necessary.
- (3) A quorum for an Ordinary Meeting shall comprise not less than 25% of the eligible voting members of the Brigade.

2. Annual General Meeting (AGM)

- (1) The brigade shall hold an AGM in the month of May each calendar year.
- (2) A quorum for the AGM shall comprise not less than 25% of the eligible voting members of the Brigade.
- (3) A report may be presented to the membership by a Brigade Executive Committee Office Bearer.
- (4) At this meeting all Brigade Executive Committee and Brigade Officer positions will be declared vacant.
- (5) All equipment and documentation relevant to each position is to be made available for auditing at the AGM.
- (6) The Chairman or proxy will act as returning officer during the election of the new Brigade Executive Committee and brigade officer positions.
- (7) The incoming Brigade Executive Committee will assume the positions at the close of the AGM.
- (8) Any outgoing Brigade Executive Committee Member is to conduct a handover to the new incumbent.

(9) All minutes of the AGM including financial statements are to be lodged with Executive Officer of the Bush Fire Advisory Committee for the information of the local government within a period no later than twenty-one (21) days after the AGM.

3. Special Meeting

- (1) The Chairman may at any time convene a special meeting of the brigade.
- (2) The Secretary of the brigade must convene a special meeting when a written request is made by not less than ten (10) or fifty (50) percent (whichever is least) active members of the brigade.
- (3) The names of the members requesting the special meeting are to be recorded in the notice of meeting submitted to members and the minutes of the meeting.
- (4) A quorum for a Special Meeting shall comprise not less than 25% of the eligible voting members of the Brigade.

4. Notice of a Meeting

- (1) Notice of any Special Meeting of the brigade, must be given to all members of the brigade eligible to vote at least seventy two (72) hours before the commencement of the meeting.
- (2) Notice of the AGM of the brigade must be given to all members of the brigade eligible to vote, as well as the CBFCO, at least thirty (30) days before the commencement of the meeting.
- (3) Notice of any Ordinary Meeting of the brigade must be given to all members of the brigade eligible to vote, as well as the CBFCO, at least seven (7) days before the commencement of the meeting.
- (4) Notice of an Ordinary Meeting, Special Meeting or AGM—
 - (a) must be given by the Secretary;
 - (b) may be given by written notice to each member—
 - (i) Personally, by post or electronic email; or
 - (ii) By a notice published in a newspaper circulating in the area of the brigade;
 - (c) must set out the date, time, and venue of the meeting;
 - (d) must be signed by the Secretary or, in the case of a special meeting, by the person convening the meeting; and
 - (e) must set out an agenda for the meeting.

5. Quorum

No formal business is to be transacted at a meeting of the brigade unless a quorum of members is present.

6. Voting

- (1) Each Active and Auxiliary Member shall be entitled to one (1) vote.
- (2) In the event of an equality of votes, the Chairman may exercise the deciding vote.
- (3) Votes may be counted by either—
 - (a) formal secret ballot; or
 - (b) informal show of hands.

- The form of voting in (3) above shall be determined by a simple majority of members present at the meeting.
- (5) A member is not deemed to be active and is unable to cast a vote at any meeting of the brigade, unless all requirements in regards to brigade training and activities as set out under section 4.7 have been satisfied.

7. **Procedure at Meetings**

Meeting procedures and protocols are to be in accordance with the brigade's meeting procedures and protocol guidelines.

Part 2—Committee

1. Meetings

- (1) Each brigade shall have a Brigade Executive Committee. The Brigade Executive Committee shall meet each calendar month or as required.
- (2) Any functions of the brigade may be delegated to the Brigade Executive Committee provided that a motion approving of the delegation has been carried at either an Ordinary Meeting or AGM.
- (3) The Brigade Executive Committee shall consist of the following Office Bearers—
 - Chairman
 - (b) Secretary
 - (c) Treasurer
 - FCO's (d)
 - (e)
 - Captain Other Office Bearers (f)
 - A Bush Fire Ready Coordinator Representative where this organisation exists and the (g) representative is a member of the Brigade.
- The Brigade Executive Committee will be responsible for the management and administration (4) of the brigade. The brigade officers are responsible for all operational requirements of the brigade.
- (5) A motion carried by the vote of a majority of those present at a Brigade Executive Committee meeting shall be accepted as the decision of the Brigade Executive Committee.
- (6) Each Brigade Executive Committee Member present at a meeting of the Brigade Executive Committee shall be entitled to one (1) vote. In the event of an equality of votes the Chairman will be entitled to a second or casting vote.
- (7) The Secretary must keep accurate minutes of the meeting.
- (8) Minutes of these meetings shall be made available to members of the brigade.
- (9) The term of all elected positions on the Brigade Executive Committee shall expire at the completion of the next AGM of the brigade.

Part 3—Brigade Elections

1. Nomination of Candidates for Brigade Elections

- (1) Any person accepting a nomination for a Brigade Executive Committee position must be competent and qualified to perform the duties and responsibilities of that position.
- (2) The Secretary shall advise the Chairman of the brigade at the general meeting prior to the AGM that nominations are required to be presented at the AGM.
- (3) A person can only be nominated by an Active Member.
- (4) A nomination must be endorsed by a second Active Member filling out a Nomination Form in the form of Schedule 1 attached.
- (5) Each member is only entitled to nominate one (1) person per position.
- (6) A nomination may be made—
 - (a) in writing or email to be received by the Chairman before the official close of nominations; or
 - (b) verbally at a general meeting prior to the AGM.
- (7) Nominees must sign or indicate acceptance of nomination.
- (8) Nominees for operational Brigade Officer positions must meet the minimum requirements for training as set out under section 3 of these Rules.
- (9) Nominees for Brigade Officer positions must accept all requirements imposed by the Local Government, the brigade or legislation.
- (10) The Brigade Executive Committee will assist and mentor new Brigade Officers in their new roles.
- (11) The CBFCO or a proxy may act in the position as returning officer during the election of office bearers at the AGM if requested by the brigade.

2. Conduct of Elections

(1) Positions shall be determined by vote in accordance with the following order:

Order	Officer	Term
1	Chairman	1 year
2	Secretary	1 year
3	Treasurer	1 year
4	FCO Nominations	1 year
5	Captain	1 year
6	Lieutenants	1 year
7	Training Officer	1 year
8	Equipment Officer	1 year
9	Other	1 year

(2) Any additional positions to the Brigade Executive Committee or the Brigade are to be elected in accordance with Brigade standard meeting procedures.

(3) Any appointment to the office of Bush Fire Control Officer shall not have effect until the nomination has been considered by the Bush Fire Advisory Committee and the appointment has been approved by the local government.

3. Absentee Votes

- (1) Where a member of the Brigade or the Brigade Executive Committee is not able to be present to cast their vote in person, that member may cast an absent vote.
- (2) An absent vote shall be cast by the member in writing or email and be received by the brigade secretary prior to the voting on any matter before the meeting.
- (3) The absent vote shall contain the name of the person casting the vote and some verification of authenticity of the vote (ie signature or email address if voting by email).

4. Supplementary Elections

Where a supplementary election must be held due to a vacancy in a position as a result of an early resignation or other reason, the Brigade Executive Committee, by majority vote, will appoint a consenting Active Member for the remaining term of the vacant position.

Policy Reference No. – 033

Owner Unit – Ranger and Emergency Services

Originator – Ranger and Emergency Services Coordinator

Policy approved by – Council

Date Approved – 12 August, 2015

Review Frequency - As required

Related Documents - Acts, Regulations and Local Laws administered by the City Background/History –

Council Resolution	Date	Information
C1508/216	12 August, 2015	Date of implementation
		Version 1

Schedule 1

NOMINATION FORM

(Part 3 – Brigade Elections - Clause 1(4)) (Name of Brigade) Volunteer Bush Fire Brigade

I	as an active member of the	
ν	unteer Bush Fire Brigade hereby nominate for the position of (please tick)	/)—
Fire Control Officers	Lieutenant	
Captain	Chairman	
Secretary	Treasurer	
Training Officer	Equipment/Comms Officer	
First Aid Officer	Station/Callout Attendant	
(If nominating for more the	one position, separate forms are required)	
I	as an active member of	of
	Volunteer Bush Fire Brigade hereby endorse the above nomination.	
Signed	Date	
Full name of Nominee:		
Address:		
Contact Details—		
Home:		
Mobile:		
E-mail:		
DFES Identification Numbe		
nominated as specified un	understand the duties and responsibilities for the position I have been r the Volunteer Bush Fire Brigade Rules and that I have currency in all the	
	derstand that if I do not have currency in all the competencies required I ca	ın
	the approval of the CBFCO. Such approval may be conditional on further	
training or other arrangem	its as deemed necessary.	
Signature	Date	
Received by Secretary/Ret	ning Officer—	
Signature	 Date	
_		

PURPOSE

Objective

The purpose of this policy is to establish the classifications of membership within Bush Fire brigades of the City of Busselton and provide for the integration of new members into the brigade.

SCOPE

Policy Statement

Through the application of this Policy, persons seeking to become members of Volunteer Bush Fire Brigades of the City of Busselton shall have an understanding of the commitment expected of a brigade member so that they may contribute in a manner that enhances their experience and value as a member of the brigade.

POLICY CONTENT

1. New Membership Application

- (1) A new member is to complete a DFES volunteer nomination form and accept the conditions for membership.
- (2) A minimum of two (2) Brigade Executive Committee members, including the Captain, should decide whether to recommend the application to the Senior FCO.
- (3) At the meeting of the Committee, the brigade Office Bearers may-
 - (a) Accept Application;
 - (b) Defer the Application for further consideration; or
 - (c) Refer the application to the Senior FCO for consideration.

2. Dual Membership

- (1) A member may be a member of another local government brigade.
- (2) A member may not be a member of another brigade within the local government unless they have the written permission of the Senior FCO's of the brigades concerned. This permission may be conditional.

3. Categories of Membership

The categories of membership shall be—

- (a) Fire Fighters;
- (b) Management Support;
- (c) Auxiliary Members;
- (d) Cadets, and
- (e) Associates.

4. Training

- (1) A new member is required to complete the necessary Fire Fighter Training Courses as required by the local government prior to commencing active and unsupervised Fire Fighter duties.
- (2) Competency in these Training Courses shall be the minimum acceptable standard required for a Fire Fighter to perform active and unsupervised fire fighting duties. Currently this includes Induction, Introduction to Fire Fighting and Bush Fire Fighting training Courses.
- (3) Members must comply with the legislative requirements of the—
 - (a) Bush Fires Act 1954 (WA);
 - (b) FESA Act 1998 (WA); and
 - (c) Equal Opportunity Act 1984 (WA).
- (4) Members must act within the—
 - (a) Local guidelines;
 - (b) Brigade's local policies;
 - (c) Code of Conduct Policy,
 - (d) Competency and commitment requirements for an active volunteer Fire Fighter or Operation and Management Support roles as required by the CBFCO; and
 - (e) Westplan Bushfire.
- (5) Members must maintain currency of the appropriate licenses to be able to operate brigade vehicles. Any traffic offence that results in a suspension or loss of license must be reported to the Captain, the FCO and CBFCO and the member must comply with the terms of their suspension.

5. Decision on Application Membership

- The Chairman of the brigade must contact the applicant in writing or email within fourteen
 (14) days of a final decision by the brigade or the CBFCO.
- (2) The applicant has the right to appeal the decision of the Brigade Executive Committee. The appeal shall be in writing or email addressed to the Senior FCO and Chairman.

6. Induction

All new members shall be-

- (a) introduced to brigade members and shown all brigade facilities during induction;
- (b) instructed about any safety requirements;
- (c) made aware of brigade duties and responsibilities;
- (d) provided with a mentor/s until such time as they are familiar with Normal Brigade Activities;
- (e) provided with a copy of the Code of Conduct Policy, and
- (f) made aware of City of Busselton and local brigade guidelines and policies if any exist within that brigade.

7. Membership Requirements (Brigade Commitments)

- (1) Members are required to maintain currency in brigade activities and training to be deemed as an Active Member and or be granted special considerations due to extenuating circumstances.
- (2) Brigade Activities—
 - (a) During the Fire Season members are required to attend a minimum of one (1) brigade ordinary meeting or other brigade activity or incident.

- (b) During the Non-Fire Season members are required to attend a minimum of one (1) brigade ordinary meeting or other brigade activity or incident.
- (3) Brigade Training—
 - (a) During the Fire Season members are required to attend and participate at a minimum of one (1) brigade training activity or incident.
 - (b) During the Non-Fire Season members are required to attend and participate at a minimum of one (1) brigade training activity or incident.
- (4) If extenuating circumstances apply that a member is unable to meet brigade commitments, it shall be the responsibility of the member to notify the Brigade Executive Committee, in writing or email to advise of the circumstance, and the Brigade Executive Committee will acknowledge in writing or email any special considerations to the member.
- (5) The Training Officer should endeavour to make alternative arrangements for the member to meet the requirements wherever possible.

8. Failure to Comply with Commitments

- (1) Should an active member of a brigade fail to comply with section 7, correspondence will be forwarded to the member requesting contact be made with the brigade to indicate the intentions of the member's status.
- (2) The Brigade Member may—
 - respond to the correspondence providing a reasonable explanation and request for alternative arrangements to be made for training or meeting obligations.
 - (b) request in writing or email for Leave of Absence from brigade commitments due to personal circumstances.
 - (c) terminate their membership.
- (3) If a member fails to respond to the correspondence Under section 8 within fourteen (14) days a subsequent letter will be forwarded putting the member on final notice. Should a member fail to acknowledge the final notice within fourteen (14) days, the membership shall be terminated, to take effect from the date of the final notice.

9. Change of Members' Details

The local government and DFES are to be notified of any change of personal details of a member. The brigade will complete a DFES volunteer application form and forward it to the Local Government representative and DFES within fourteen (14) days of the change.

10. Leave of Absence

- (1) A member may at any time request a Leave of Absence from all brigade commitments for a period not to exceed twelve (12) consecutive months.
- (2) The application should be made in writing or email and addressed to the Captain. Copy to Brigade FCO's.
- (3) On completion of the Leave of Absence period the member must complete a Membership Update Form if deemed necessary providing any change of details and forward to the Captain and FCO's.
- (4) On completion of the Leave of Absence period the member must undertake any refresher training required before resuming active fire fighting duties. If the request for Leave of

Absence is for a medical condition the member must provide confirmation of fitness to the satisfaction of the CBFCO to be able to resume active duties.

Policy Reference No. – 034

Owner Unit – Ranger & Emergency Services

Originator – Ranger & Emergency Services Coordinator

Policy approved by – Council

Date Approved – 12 August, 2015

Review Frequency – As required

Related Documents - Acts, Regulations and Local Laws administered by the City

Background/History –

Council Resolution	Date	Information
C1508/216	12 August,2015	Date of implementation
		Version 1

035 Qualifications of Bush Fire Brigade Officers V1 Current

PURPOSE

Objective

The purpose of this policy is to establish the qualifications required of persons seeking to hold office within Volunteer Bush Fire Brigades of the City of Busselton; either in an operational or administrative capacity.

SCOPE

Policy Statement

Through the application of this Policy, member of Volunteer Bush Fire Brigades of the City of Busselton shall be informed in advance of required training and qualifications required of Brigade Officers. This will enable members aspiring to become brigade Officers to plan a training pathway to obtain the necessary qualifications.

This Policy will also serve to provide direction to the brigade Training Officer on appropriate training that will support a member's brigade aspirations.

POLICY CONTENT

Duties and Responsibilities of Brigade Office Bearers

The Office Bearers of the brigade should be able to demonstrate current competencies for the position of office they are nominated for, or give an undertaking to complete any training requirements prior to accepting the nomination or undertaking the duties and responsibilities of the said position.

Nominations are subject to the approval of the Senior FCO. Such approval may be conditional on the nominee undertaking further training or other necessary arrangements to satisfy the competency requirements.

The following are to be adopted as guidelines and where competencies names may vary from time to time the member may have an alternative appropriate competency.

1. Captain

- (1) The Captain of the brigade shall be responsible for the leadership and management of brigade operations in liaison with Fire Control Officers.
- (2) A member wishing to be appointed to the position of Captain of the brigade shall meet the following combination of technical qualification and experience:

Qualifications	Experience	Competency Required
Fire fighting and/or support experience	Minimum 3 years	Competent
Induction		Competent
Introduction to Fire fighting		Competent
Bush Fire Fighting		Competent
Sector Commander		Competent
Structural Fire fighting		Competent
AIIMS Awareness		Competent

2. Fire Control Officer (FCO)

- (1) A FCO is a delegated representative of the local government responsible for the administration of provisions within the Act. The position is required to perform active operational duties in relation to both fire defence and fire prevention strategies within the local community.
- (2) A member wishing to be appointed to the position of Fire Control Office of the brigade shall meet the following combination of technical qualification and experience:

Qualifications	Experience	Competency Required
Fire fighting experience	Minimum 4 years	Competent
Induction		Competent
Introduction to Fire fighting		Competent
Bush Fire Fighting		Competent
Sector Commander		Competent
Structural Fire fighting		Competent
AIIMS Awareness		Competent
Fire Control Officer		Competent

3. Lieutenant

- (1) The Lieutenant of a brigade is responsible for the operational management of members during brigade activities. The position is required to provide operational support to the Captain in managing the brigade. The position reports to the Captain on all matters relevant to the functioning of the Brigade and/or personnel they are supervising.
- (2) A member wishing to be appointed to the position of Lieutenant of the brigade shall meet the following combination of technical qualification and experience:

Qualifications	Experience	Competency Required
Fire fighting experience	Minimum 3 years	Competent
Induction		Competent
Introduction to Fire fighting		Competent
Bush Fire Fighting		Competent
Sector Commander		Competent

4. Fire Fighter

A Fire Fighter is an active member of the brigade who, when engaging in Brigade operational matters shall act in accordance with the instructions of senior brigade officers.

A member shall be a competent fire fighter before being engaged on wildfire suppression duties.

The minimum qualifications for a person to be considered competent are as follows:

Qualifications	Experience	Competency
		Required
Induction		Competent
Introduction to Fire fighting		Competent
Bush Fire Fighting		Competent

5. Chairman

The Chairman of the Brigade is elected to preside over all brigade meetings and promote open fair discussion during debate in relation to brigade matters.

The occupant of the position of Chairman is not required to perform active operational duties and may be inclusive to an additional position held within the brigade.

The Chairman must have:

- Sound understanding of meeting procedures; and
- (b) Demonstrated ability to conduct and manage meetings.

6. Secretary

The Secretary is to record and manage administrational matters of the brigade. The position is not required to perform active operational duties and may be inclusive to an additional position held within the brigade.

The occupant of the position of Secretary must have:

- Demonstrated ability to take minutes;
- (b) Demonstrated record keeping and filing skills;
- (c) An understanding of meeting procedure; and
- (d) Developing computer skills.

7. **Treasurer**

The role of the Treasurer is to manage and report on all financial matters relevant to the brigade. The position is not required to perform active operational duties and may be inclusive to an additional position held within the brigade.

The occupant of the position of Treasurer must have:

- Knowledge and understanding of accounting principles; and (a)
- (b) Developing computer skills.

8. **Brigade Training Officer**

- The Brigade Training Officer is responsible for the management and co-ordination of brigade training in conjunction with the Local Government Training Coordinator, including the documentation of these activities. The position is not required to perform active operational duties and may be inclusive to an operational position held within the brigade.
- (2) Duties and Responsibilities of the Brigade Training Officer may include—
 - Ensure brigade members maintain necessary skill levels equivalent to the competency standards required by the local government and as recommended by DFES;
 - Endeavour to ensure regular training sessions are conducted within the brigade to (b) maintain currency of qualifications and skills;
 - (c) Maintain accurate records of training undertaken by members and ensure that qualification and training updates are forwarded to the Local Government Training Coordinator as required;
 - (d) Provide mentoring for members who express an interest in training to encourage future facilitators.
 - Liaise with Captain and FCO's on training operations (e)

9. Brigade Equipment Officer

The Brigade Equipment Officer is not required to perform active operational duties but needs to be able to demonstrate a degree of knowledge of brigade equipment.

Policy Reference No. – 035

Owner Unit – Ranger and Emergency Services

Originator - Ranger and Emergency Services Coordinator

Policy approved by – Council

Date Approved – 12 August, 2015

Review Frequency - As required

Related Documents - Acts, Regulations and Local Laws administered by the City

Background/History -

Council Resolution	Date	Information	
C1508/216	12 August,2015 Date of implementation		
		Version 1	

036 Roles of Bush Fire Brigade Officers V1 Current
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PURPOSE

Objective

The purpose of this policy is to establish the roles of persons appointed as officers of Volunteer Bush Fire Brigades of the City of Busselton.

SCOPE

Policy Statement

Through the application of this Policy, officers of Volunteer Bush Fire Brigades of the City of Busselton, shall have a clear understanding of the extent of their authority and how their role will contribute to the strong management and operations of the brigade.

POLICY CONTENT

Roles and Responsibilities of Brigade Office Bearers

Office bearers of a brigade shall perform the following roles:

1. Captain

- (1) The Captain of the brigade shall be responsible for the leadership and management of brigade operations in liaison with Fire Control Officers.
- (2) As a role model and mentor for members, the Captain should always act with integrity and consider each member equally. All decisions should be in the interest of the Brigade and its members.
- (3) The position reports to the FCO's and the CBFCO on brigade related matters.
- (4) Duties and responsibilities of the Captain include—
 - (a) Demonstrate positive leadership and mentor members;
 - (b) If the Captain is the senior officer at an incident;
 - (i) command, control and confidently manage activities at emergency incidents
 - (ii) to ensure incident control systems and management principles are implemented and maintained during all emergency incidents if required;
 - (iii) maintain some form of personal incident diary with a record of events and decisions that occur at an incident;
 - (iv) conduct Brigade briefings and post incident analysis of any incident involving fire fighting, incident support or management issues;
 - ensure members deployed for operational duties have the competencies to complete the task or duty assigned and hold currency in training to carry out the functions required, in accordance with training recommendations;
 - (vi) to undertake responsibility for the proper management and maintenance of Brigade property and equipment to the best of their ability;
 - (vii) ensure conduct of members is in accordance with the Code of Conduct, and
 - (viii) report any injuries of personnel or damage to fire fighting vehicles or equipment immediately to the FCO and the CBFCO.

(5) In the absence of the Captain, the next senior officer of the brigade has authority to exercise the powers of the Act delegated to the Captain (Part IV Section 44(1)).

2. Fire Control Officer (FCO)

- (1) A FCO is a delegated representative of the local government responsible for the administration of provisions within the Act. The position is required to perform active operational duties in relation to both fire defence and fire prevention strategies within the local community.
- (2) A member of the Brigade may be nominated for this position at the Brigade AGM.
- (3) Fire Control Officers are nominated by the brigade to the Bush Fire Advisory Committee. The nomination is considered by BFAC and the CBFCO and if appropriate it is forwarded to the local government for its consideration and ratification.
- (4) Duties and responsibilities of the FCO include—
 - (a) authorise permits for hazard reduction burns within the local government in accordance with the Act;
 - (b) identify and conduct risk assessments of fire hazards within the local government;
 - (c) perform duties prescribed by the Act and authorised by the local government;
 - (d) may take overall control of fire suppression activities or operational incidents where the local government is the Controlling Agency;
 - (e) maintain a personal incident diary to include a record of events and decisions during an incident;
 - (f) conduct brigade briefings and post incident analysis of any incident involving fire fighting or management issues.
 - (g) provide advice and guidance and assist in Brigade management to effect improvements to fire management in the area.
 - (h) carry out normal brigade activities
 - (i) ensure conduct of members is in accordance with the Code of Conduct.

3. Lieutenant

- (1) The Lieutenant of a brigade is responsible for the operational management of members during brigade activities. The position is required to provide operational support to the Captain in managing the brigade. The position reports to the Captain on all matters relevant to the functioning of the Brigade and/or personnel they are supervising.
- (2) The Brigade should appoint a minimum of two (2) Lieutenants. Additional Lieutenants may be appointed according to the needs of the Brigade. If operational circumstances require the number of Lieutenants for a brigade to be more than four (4), as decided by the Brigade Executive Committee, a request is to be submitted in writing or email to the CBFCO for endorsement.
- (3) The brigade must rank all Lieutenants numerically according to seniority including length of service and relevant skills.
- (4) Duties and responsibilities of a Lieutenant include—
 - (a) provide support to the Captain and assist with the operational management of the brigade;
 - (b) in the absence of the Captain administer all powers and responsibilities of the Act (Part IV Section 44(1));
 - (c) command and manage members during emergencies and other brigade related incidents and activities;

- (d) maintain a personal incident diary with a record of events that occur during all incidents if assuming the role of the most Senior Officer;
- (e) in the absence of a more Senior Officer, conduct brigade briefings and post incident analysis of any incident involving fire fighting or management issues;
- (f) encourage positive interaction and teamwork between members;
- (g) ensure Bush Fire Operating Procedures are adhered to at brigade activities;
- to endeavour to ensure active members engaged in brigade activities are allocated tasks relevant to their competencies;
- work cohesively with the Brigade Training Officer to conduct training activities for active members;
- (j) to ensure the behaviour of members is in accordance with the Code of Conduct.

4. Chairman

- (1) The Chairman of the Brigade shall be elected at the Annual General Meeting of the Brigade, or a Special Meeting of the Brigade held for that purpose.
- (2) The Chairman shall be elected by a majority of the members present at the meeting, subject to sufficient members of the meeting being present to constitute a quorum.
- (3) The occupant of the position of Chairman is not required to perform active operational duties and may be inclusive to an additional position held within the brigade.
- (4) The position reports to the Captain and FCO's on administrative matters pertinent to the brigade. In the absence of the Chairman, the members of the Brigade present shall elect one of the members present to deputise as Chairman for the duration of that meeting.
- (5) The Chairman shall perform the following functions—
 - (a) preside over all brigade meetings;
 - (b) ensure meeting procedure and protocol is maintained;
 - (c) promote the aims and objectives of the brigade where possible;
 - (d) advise the brigade on administrative matters;
 - (e) report brigade matters to the Captain and FCO's;
 - (f) promote open fair discussion during debate in relation to brigade matters; and
 - (g) ensure minutes of meetings are signed and dated by the Chairman.

5. Secretary

- (1) The Secretary is to record and manage administrational matters of the brigade. The position is not required to perform active operational duties and may be inclusive to an additional position held within the brigade.
- (2) The position reports to the Chairman on administration matters relevant to the brigade. This position may be held in conjunction with the Treasurer position.
- (3) The Secretary shall perform the following functions—
 - (a) Ensure members receive notification of brigade meetings in accordance with Council Policy Meetings of Brigades,
 - (b) Where deemed appropriate, prepare an agenda for brigade meetings and distribute to members prior to meetings;
 - (c) Ensure minutes of brigade meetings are recorded and where ever possible, distributed to all members prior to next meeting;
 - (d) Document and record all brigade correspondence;
 - (e) Ensure brigade information is disseminated to all listed members;
 - (f) Make available circulars and other information to members;

- (g) Work cohesively with local government management and administration staff on matters relevant to brigade administration.
- (h) Maintain a register of Brigade Members

6. Treasurer

- (1) The role of the Treasurer is to manage and report on all financial matters relevant to the brigade. The position is not required to perform active operational duties and may be inclusive to an operational position held within the brigade.
- (2) The position reports to the Chairman on financial matters relevant to the brigade. This position may be held in conjunction with the Secretary position.
- (3) The Treasurer shall perform the following functions—
 - (a) Manage financial affairs including budgets of the brigade;
 - (b) Maintain brigade financial records and provide detailed reports of income and expenditure at meetings;
 - (c) Work cohesively with the City of Busselton on matters pertinent to brigade financial matters, including providing copies of financial statements when requested.

7. Brigade Training Officer

- (1) The Brigade Training Officer is responsible for the management and co-ordination of brigade training in conjunction with the Local Government Training Coordinator, including the documentation of these activities. The position is not required to perform active operational duties and may be inclusive to an operational position held within the brigade. The Office is expected to maintain a sound knowledge of the Competencies required by members.
- (2) Duties and Responsibilities of the Brigade Training Officer may include—
 - (a) Ensure brigade members maintain necessary skill levels equivalent to the competency standards required by the local government and as recommended by DFES;
 - (b) Endeavour to ensure regular training sessions are conducted within the brigade to maintain currency of qualifications and skills;
 - (c) Maintain accurate records of training undertaken by members and ensure that qualification and training updates are forwarded to the Local Government Training Coordinator as required;
 - (d) Provide mentoring for members who express an interest in training to encourage future facilitators.
 - (e) Liaise with Captain and FCO's on training operations.

8. Brigade Equipment Officer

- (1) The role of the Brigade Equipment Officer is to manage brigade property, fleet vehicles, general equipment and stock levels of personal protective equipment. The position is not required to perform active operational duties but may be able to demonstrate a degree of knowledge of brigade equipment. The position may be inclusive to an operational position held within the brigade.
- (2) The equipment officer shall perform the following functions—
 - (a) Manage brigade equipment and maintain a register of all assets;
 - (b) Coordinate and record maintenance of brigade equipment;
 - (c) Report all damage of brigade equipment or property to the FCO's and Captain immediately;
 - (d) Manage brigade requests for replacement items and equipment; and

(e) Compile documentation of replacement items and submit to the Captain and FCO's and CBFCO.

Policy Reference No. – 036

Owner Unit – Ranger and Emergency Services

Originator – Ranger and Emergency Services Coordinator

Policy approved by – Council

Date Approved – 12 August, 2015

Review Frequency - As required

Related Documents - Acts, Regulations and Local Laws administered by the City

Background/History -

Council Resolution	Date	Information	
C1508/216	12 August,2015	Date of implementation	
		Version 1	



Council Policy

Council Policy Name: Bush Fire Brigade Management

Responsible Directorate: Community Planning Version: Draft

1. PURPOSE

1.1. The purpose of this Policy is to outline the City's approach to management of the City of Busselton Volunteer Bush Fire Brigades.

2. SCOPE

2.1. This Policy is applicable to all City Bush Fire Brigades (Brigades) and their members pursuant to section 41 of the *Bush Fires Act 1954*.

3. **DEFINITIONS**

Term	Meaning
Brigade/s	Bush Fire Brigades as defined in section 7 of the Bush Fires Act 1954
Brigade Committee	Persons appointed to a Brigade under 2.2(1)(c) of the Bush Fire Brigades Local Law
Bush Fire Advisory Committee (BFAC)	An advisory committee established under section 67 of the Bush Fires Act 1954
Bush Fire Control Officer	A person appointed by the Local Government under section 38 of the <i>Bush Fires Act</i> 1954 under and for the purposes of this Act.
Bush Fire Brigades Local Law	The City of Busselton Bush Fire Brigades Local Law 2023
Chief Bush Fire Control Officer	A person appointed by the Local Government under section 38 of the <i>Bush Fires Act</i> 1954 under and for the purposes of this Act who shall be first in seniority of appointed Bush Fire Control Officers.
Deputy Chief Bush Fire Control Officer	A person appointed by the Local Government under section 38 of the <i>Bush Fires Act</i> 1954 under and for the purposes of this Act who shall be second in seniority of appointed Fire Control Officers.
Fire Fighting Member	Means a registered operational member of a Brigade who is at least 16 years of age who undertake all normal Brigade activities and have completed the required training qualifications as determined by the Local Government.
Member	Has the same meaning as 'volunteer fire fighter', as defined in section 35A of the <i>Bush Fires Act 1954</i> .
Membership	The conditions of membership of Brigades as defined in part 2.3 of the Bush Fire
Conditions	Brigades Local Law
Policy	This City of Busselton Council policy titled "Bush Fire Brigade Management"
Prescribed Form	The application for membership of Brigades form as defined in part 2.4 of the Bush Fire Brigades Local Law

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan June 2021:

Strategic Theme	Strategic Priority
Key Theme 2 LIFESTYLE	2.2 Work with key partners to facilitate a safe, healthy and capable
	community
Key Theme 4 LEADERSHIP	4.2: Deliver governance systems that facilitate open, ethical and transparent
	decision making

5. POLICY STATEMENT

5.1. The City acknowledges the important role Brigades play in fire response and community safety and is committed to the establishment of a governance structure that supports the effective function of Brigades.

Appointment of Fire Control Officers

- 5.2. The City may appoint, as necessary, persons to be its Bush Fire Control Officers.
- 5.3. Brigades may nominate members as Bush Fire Control Officers for their fire control area. These nominations are subject to the consideration of BFAC, and subsequent to BFAC support, consideration and appointment by the Chief Executive Officer. Appointments will generally be for 12 month terms.
- 5.4. The Council will appoint from these officers a Chief Bush Fire Control Officer and a Deputy Chief Bush Fire Control Officer.
- 5.5. On a rolling 4 yearly cycle, commencing at a time to be determined by the CEO, the City will request nominations from appointed Bush Fire Control Officers for the position of Chief Bush Fire Control Officer and Deputy Chief Bushfire Control Officer. If multiple nominations are received, BFAC will vote and put forward a recommendation for the City's consideration on whom to appoint to these positions.

Minimum training standards

- 5.6. Fire Fighting Members of Brigades must have completed the following qualifications:
 - a. Bush Firefighting Skills
 - b. AIIMS Awareness
 - c. Bushfire Safety Awareness
 - d. Annual Skills refresher.

Application for memberships

- 5.7. Applications for membership are to be considered by Brigade committees.
- 5.8. Approved applications must be provided to the City within 14 days of Brigade committee approval in the prescribed form.
- 5.9. Prescribed form requires approval of membership application by the City.
- 5.10. If the Brigade committee or Local Government refuse a membership application, the applicant is to be provided in writing the reasons for refusal. The applicant has a right of objection to the Local Government should membership be refused.

Suspension or termination of memberships

- 5.11. Brigade committees can suspend or terminate the membership of a member in accordance with rules 2.7 and 2.8 of Schedule 1 of the Bush Fire Brigades Local Law.
- 5.12. Should the City become aware of a breach of membership conditions by a member, it will advise the relevant Brigade committee in writing of this breach and provide a recommendation for consideration to suspend or terminate the membership of a member in accordance with rules 2.7 and 2.8 of Schedule 1 of the Bush Fire Brigades Local Law.
- 5.13. A member has a right of objection to the Local Government should membership be suspended or terminated.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. The relevant documentation and legislation associated with this Policy includes, but is not limited to, the following:
 - a. Bush Fires Act 1954
 - b. Bush Fires Regulations 1954
 - c. Emergency Management Act 2005
 - d. Equal Opportunities Act 1984
 - e. Fire Brigades Act 1942
 - f. Local Government Act 1995 and associated regulations
 - g. Work Health and Safety Act 2020
 - h. City of Busselton Code of Conduct
 - i. DFES Operational Doctrine
 - j. DFES Standard Operating Procedures
 - k. City of Busselton Bush Fire Brigade Operating Procedures
 - I. City of Busselton Bush Fire Brigade Local Law 2023

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE		Resolution #	



Council Policy

Council Policy Name: Media and Public Statements

Responsible Directorate: Chief Executive Office Version: Adopted

1. PURPOSE

- 1.1. The purpose of this Policy is to establish protocols for the release of public statements issued by the City of Busselton (including to the media and on Social Media) to ensure the City is professionally and accurately represented and to maximise a positive public perception of the City.
- 1.2. This Policy also provides clarity on the roles and responsibilities of the Mayor, the Deputy Mayor, Councillors and the Chief Executive Officer when speaking publicly/issuing public statements.

2. SCOPE

2.1. This Policy is applicable to public statements initiated by Council Members and the CEO (or delegated Officers) which pertain to the business of the City of Busselton; made orally, in writing, or electronically, in either their City role or in a personal capacity.

3. DEFINITIONS

Term	Meaning
Act	Local Government Act 1995
Social Media	web-based technology which facilitates the communication and sharing of text,
	photos, audio, video and information in general
Policy	this City of Busselton Council policy titled "Media and Public Statements"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following theme and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
KEY THEME 4 LEADERSHIP	4.1: Provide opportunities for the community to engage with Council and
	contribute to decision making.
KEY THEME 4 LEADERSHIP	4.2: Deliver governance systems that facilitate open, ethical and transparent
	decision making.
KEY THEME 4 LEADERSHIP	4.4: Govern a professional organisation that is healthy, capable and engaged.

5. POLICY STATEMENT

- 5.1 Media and public statements will be issued by the City for the purposes of:
 - a. sharing information that is of interest and benefit to the Community;
 - b. promoting City of Busselton events and services, initiatives and events;
 - c. promoting public notices and community consultation / engagement opportunities;
 - d. answering questions and responding to requests for information relevant to the functions of the City; and
 - e. receiving and responding to community feedback, ideas, comments, compliments and complaints.

- 5.2. Official statements will be consistent with policies, standards and the positions adopted by the Council.
- 5.3. The City uses a combination of different communication modes to relay public statements including:
 - a. City websites;
 - b. advertising and promotional materials;
 - c. media releases and media statements promoting specific City positions prepared for or provided by the Mayor, the CEO (or delegated Officer);
 - d. Social Media platforms; and
 - e. community newsletters and communiques.

Speaking on behalf of the City of Busselton

- 5.4. Section 2.8 (1) (d) of the Act provides that the Mayor is the official spokesperson for the City of Busselton and may represent the City in official communications, including; speeches, commentary, print, electronic mediums and Social Media.
- 5.5. Section 5.34 of the Act provides that the Deputy Mayor may perform the functions of the Mayor if:
 - a. the office of Mayor is vacant; or
 - b. the Mayor is not available, or is unable or unwilling to perform the functions of Mayor.
- 5.6. Section 2.10 of the Act sets out the role of a Council member and the role does not include speaking on behalf of the local government.
- 5.7. The Mayor may include commentary from other Council members in media and public statements where:
 - a. a Council member has specific expertise or knowledge of a specific area of Council business;
 - b. a comment from a Council member other than or as well as the Mayor would generally be expected by the community;
 - c. a comment from a Council member other than or as well as the Mayor maximises the positive perception of the City of Busselton Council.
- 5.8. The CEO or a CEO approved officer may speak to the media or otherwise publicly in relation to City business in performance of the CEO's functions under S.5.41 of the Act, including that of managing the day-to-day operations of the City. The CEO only requires the approval of the Mayor when making statements of the kind which would ordinarily fall within the role of the Mayor as official spokesperson of the City.

Statements on City Matters

- 5.9. Statements made by Council Members and City employees whether undertaken in an authorised official capacity or as a personal communication, must not:
 - a. bring the City of Busselton into disrepute or damage the City's reputation;
 - b. compromise the person's effectiveness in their role with the City of Busselton;
 - c. imply the City's endorsement of personal views;
 - d. imply the Council Member or employee is speaking on behalf of the City, unless authorised to do so;
 - e. disclose, without authorisation, confidential information;
 - f. reflect adversely on a decision of the Council; or
 - g. reflect adversely on the character or actions of another Council Member or Employee;
 - h. breach the City's Code of Conduct.
- 5.10. A Council Member who is approached by the media for a statement may request the assistance of the City via a request to the CEO or relevant Director/Manager.

Media Enquiries

5.11. The Council will openly discuss matters of interest with the media unless disclosure of information contravenes the City's duty of care, contractual obligations, a legal issue or could infringe laws or regulations that govern its operations, or the privacy of any individual.

- 5.12. Media enquiries will be dealt with promptly, honestly and within the media representative's deadline wherever possible.
- 5.13. All media enquiries must be directed to the City's Stakeholder Relations team in the first instance where information will be coordinated to support the release of an official response on behalf of the City. The media may, however, approach the Mayor directly for comment in his/her capacity as official spokesperson for the City.

Social Media

- 5.14. The City uses Social Media and maintains Social Media accounts to facilitate information sharing and to provide feedback to the community. Social Media will not be used by the City to communicate or respond to matters that are complex or that relate to a person's or entity's private affairs.
- 5.15. The City may post and contribute to Social Media hosted by others to ensure that the City's strategic objectives are appropriately represented and promoted.
- 5.16. The City will, at its discretion, moderate its Social Media accounts to address, and where necessary delete, content considered to be:
 - a. offensive, abusive, defamatory, objectionable, inaccurate, false or misleading;
 - b. soliciting or commercial in nature;
 - c. unlawful or which may incite others to break the law;
 - d. information which may compromise individual or community safety or security;
 - e. repetitive material copied and pasted or duplicated;
 - f. electioneering for Council, appointment to official Office, or any ballot;
 - g. in violation of intellectual property rights or the legal ownership of interests or another party; and
 - h. inappropriate in any other way.
- 5.17. Where a third party contributor to a City's Social Media account is identified as posting content which is deleted in accordance with the above, the City may, at its discretion, hide that contributor's comment and / or block that contributor permanently or for a specific period of time.
- 5.18. The City of Busselton will, in conjunction with other communication modes, use Social Media to communicate and advise the community regarding Emergency Management.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. City of Busselton Code of Conduct
- 6.2. Local Government (Rules of Conduct) Regulations 2007
- 6.3. Elected Members Guide

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	12 February 2020	Resolution #	C2002/037



Council Policy

Council Policy Name: Media and Public Statements

Responsible Directorate: Finance and Corporate Services Version: Adopted Draft

1. PURPOSE

- 1.1. The purpose of this Policy is to establish protocols for the release of public statements issued by the City of Busselton (including to the media and on Social Media) to ensure the City is professionally and accurately represented and to maximise a positive public perception of the City.
- 1.2. This Policy also provides clarity on the roles and responsibilities of the Mayor, the Deputy Mayor, Councillors and the Chief Executive Officer when speaking publicly/issuing public statements.

2. SCOPE

2.1. This Policy is applicable to public statements initiated by Council Members and the CEO (or delegated Officers) which pertain to the business of the City of Busselton; made orally, in writing, or electronically, in either their City role or in a personal capacity.

3. DEFINITIONS

Term	Meaning
Act	Local Government Act 1995
Social Media	web-based technology which facilitates the communication and sharing of text,
	photos, audio, video and information in general
Policy	this City of Busselton Council policy titled "Media and Public Statements"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following theme and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority			
KEY THEME 4 LEADERSHIP	4.1: Provide opportunities for the community to engage with Council and			
	contribute to decision making.			
KEY THEME 4 LEADERSHIP	4.2: Deliver governance systems that facilitate open, ethical and transparent			
	decision making.			
KEY THEME 4 LEADERSHIP	4.4: Govern a professional organisation that is healthy, capable and engaged.			

5. POLICY STATEMENT

<u>5.1</u> Media and public statements will be issued by the City for the purposes of:

a. sharing information required by law to be publicly available;

b.a. sharing information that is of interest and benefit to the Community;

e.b. promoting City of Busselton events and services, initiatives and events;

d.c._promoting public notices and community consultation / engagement opportunities;

Media and Public Statements

- e.d. answering questions and responding to requests for information relevant to the role-functions of the City; and
- f.e. receiving and responding to community feedback, ideas, comments, compliments and complaints.
- 5.2. Official statements will be consistent with policies, standards and the positions adopted by the Council.
- 5.3. The City uses a combination of different communication modes to relay public statements including:
 - a. City websites;
 - b. advertising and promotional materials;
 - c. media releases and media statements promoting specific City positions prepared for or provided by the Mayor, the CEO (or delegated Officer);
 - d. Social Media platforms; and
 - e. community newsletters and communiques.

Speaking on behalf of the City of Busselton

- 5.4. Section 2.8 (1) (d) of the Act provides that the Mayor is the official spokesperson for the City of Busselton and may represent the City in official communications, including; speeches, commentary, print, electronic mediums and Social Media.
- 5.5. Section 5.34 of the Act provides that the Deputy Mayor may perform the functions of the Mayor if:
 - a. the office of Mayor is vacant; or
 - b. the Mayor is not available, or is unable or unwilling to perform the functions of Mayor.
- 5.6. Section 2.10 of the Act sets out the role of a Council member and the role does not include speaking on behalf of the local government.
- 5.7. The Mayor may include commentary from other Council members in media and public statements where:
 - a. a Council member has specific expertise or knowledge of a specific area of Council business;
 - b. a comment from a Council member other than or as well as the Mayor would generally be expected by the community;
 - c. a comment from a Council member other than or as well as the Mayor maximises the positive perception of the City of Busselton Council.
- 5.8. The CEO or a CEO approved officer may speak to the media or otherwise in public as to the City's affairs publicly in relation to City business in performance of the CEO's functions under S.5.41 of the Act, including that of managing the day-to-day operations of the City. The CEO only requires the approval of the Mayor when making statements of the kind which would ordinarily fall within the role of the Mayor as official spokesperson of the City.

Statements on City Matters

- 5.9. Statements made by Council Members and City employees whether undertaken in an authorised official capacity or as a personal communication, must not:
 - a. bring the City of Busselton into disrepute or damage the City's reputation;
 - b. compromise the person's effectiveness in their role with the City of Busselton;
 - c. imply the City's endorsement of personal views;
 - d. imply the Council Member or employee is speaking on behalf of the City, unless authorised to do so;
 - e. disclose, without authorisation, confidential information;
 - f. reflect adversely on a decision of the Council; or
 - g. reflect adversely on the character or actions of another Council Member or Employee;
 - e.h. breach the City's Code of Conduct.

Council Member Statements on City Matters

- 5.10. Council members may speak in public to the extent that doing so does not conflict with roles or obligations outlined in the City's Code of Conduct and the Local Government (Rules of Conduct) Regulations 2007.
- 5.11. Any public statement made by a Council Member, whether made in a personal capacity or in their capacity as a Councillor, should:
 - a. clearly state that the comment or content is a personal view only which does not necessarily represent the views of the City of Busselton;
 - b.-be made with reasonable care and diligence;
 - be lawful, including avoiding contravention of; copyright, defamation, discrimination or harassment laws;
 - d. be factually correct;
 - e. avoid damage to the reputation of the local government;
 - f. not reflect adversely on a decision of the Council;
 - g. not reflect adversely on the character or actions of another Council Member or Employee; and
 - h. maintain a respectful tone and not use offensive or objectionable expressions in reference to any Council Member, Employee or community member.
- 5.12.5.10. A Council Member who is approached by the media for a statement may request the assistance of the City via a request to the CEO or relevant Director/Manager.

Media Enquiries

- 5.13.5.11. The Council will openly discuss matters of interest with the media unless disclosure of information contravenes the City's duty of care, contractual obligations, a legal issue or could infringe laws or regulations that govern its operations, or the privacy of any individual.
- 5.14.5.12. Media enquiries will be dealt with promptly, honestly and within the media representative's deadline wherever possible.
- 5.15.5.13. All media enquiries must be directed to the City's Public-Stakeholder Relations team in the first instance whereby information will be coordinated to support the release of an official response on behalf of the City. The media may, however, approach the Mayor directly for comment in his/her capacity as official spokesperson for the City.

Social Media

- 5.16.5.14. The City uses Social Media and maintains Social Media accounts to facilitate information sharing and to provide feedback to <u>our the</u>community. Social Media will not be used by the City to communicate or respond to matters that are complex or that relate to a person's or entity's private affairs.
- 5.17.5.15. The City may post and contribute to Social Media hosted by others to ensure that the City's strategic objectives are appropriately represented and promoted.
- 5.18.5.16. The City will, at its discretion, moderate its Social Media accounts to address, and where necessary delete, content deemed considered to be:
 - a. offensive, abusive, defamatory, objectionable, inaccurate, false or misleading;
 - b. soliciting or commercial in nature;
 - c. unlawful or which may incite others to break the law;
 - d. information which may compromise individual or community safety or security;
 - e. repetitive material copied and pasted or duplicated;
 - f. electioneering for Council, appointment to official Office, or any ballot;
 - g. in violation of intellectual property rights or the legal ownership of interests or another party; and
 - h. inappropriate in any other way.

- <u>5.19.5.17.</u> Where a third party contributor to a City's Social Media account is identified as posting content which is deleted in accordance with the above, the City may, at its discretion, hide that contributor's comment and / or block that contributor <u>permanently or</u> for a specific period of time <u>or permanently</u>.
- <u>5.20.5.18.</u> The City of Busselton will, in conjunction with other communication modes, use Social Media to communicate and advise the community regarding Emergency Management.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. City of Busselton Code of Conduct
- 6.2. Local Government (Rules of Conduct) Regulations 2007
- 6.3. Elected Members Guide

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	12 February 2020	Resolution #	C2002/037
Previous Adoption	DATE	N/A12 February 2020	Resolution #	N/AC2002/037



Council Policy Name: Elected Member Training and Professional Development

Responsible Directorate: Corporate Strategy & Performance Version: ADOPTED

1. PURPOSE

- 1.1. The purpose of this Policy is to provide a framework within which elected members will be provided ongoing training and professional development opportunities that assist them to undertake their role through the development of relevant skills and competencies.
- 1.2. This Policy fulfils the City's requirements under section 5.128 of the Local Government Act 1995.

2. SCOPE

- 2.1. This Policy is applicable to all elected members for their term of office.
- 2.2. It is usual for the Mayor, the Deputy Mayor and the CEO, or their delegates, to attend WALGA's Annual General Meeting (normally held in Local Government week). Where attendance is solely for the purposes of attending the Annual General Meeting the associated costs will not be covered under this Policy.

3. **DEFINITIONS**

Term	Meaning
Policy	this City of Busselton Council policy titled "Elected Member Training and Professional Development"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan June 2021.

Strategic Theme	Strategic Priority		
Key Theme 1 LEADERSHIP	4.2: Deliver governance systems that facilitate open, ethical and		
	transparent decision making.		

4.2.

- 5.1. Elected members are encouraged to attend relevant training and development opportunities with the aim of:
 - a. assisting elected members to understand their role and obligations;
 - b. assisting elected members to meet the demands of their role by developing the necessary skills and knowledge;
 - c. assisting elected members to achieve excellence in performance; and

- d. ensuring elected members work professionally in a team environment for the betterment of the community.
- 5.2. Each elected member will be allocated an allowance of \$3,000 per annum to be used for attendance at training and professional development programs and courses.
- 5.3. Any unspent portion of the allowance in each financial year will be held in reserve, and may be budgeted for use in the following financial year. No more than the total value of 2 years of the allowance can be accrued.
- 5.4. Allowances under this Policy may be used for:
 - a. attendance at training conducted by the Western Australian Local Government Association (WALGA) or other appropriate Registered Training Organisations;
 - b. attendance at WALGA Annual General Convention and AGM, subject to paragraph 2.2; and
 - c. other training and development opportunities where:
 - i. the course or development opportunity is relevant to the functions of an elected member; or
 - ii. the course or development opportunity is relevant to an elected member's role or their role as an elected representative on a Council Committee or external body; and
 - iii. there is scope for the elected member to acquire skills relevant and beneficial to their role.
- 5.5. Elected members are required under the Local Government Act 1995 (or any replacement legislation) to complete mandatory training. Allowances provided under this Policy will be used in the first instance for completion of mandatory training.

Approvals and Restrictions on Training

- 5.6. Elected members who wish to attend training and professional development programs or courses may make an application by providing the following details to the CEO in writing:
 - a. course or event title, provider or organiser name, location and date;
 - b. copy of, or link to program, course outline or other summary of content;
 - c. an outline of the anticipated benefits of attendance, with reference to the eligibility criteria in this Policy; and
 - d. total estimated costs including accommodation, travel and sundry expenses.
- 5.7. Applications must be submitted by elected members in a reasonable time to allow for registration.
- 5.8. Applications from elected members to attend training or professional development opportunities will be considered and approved by the CEO (in consultation with the Mayor) if:
 - a. the application complies with the requirements of this Policy;
 - b. the training or professional development is to be held within Australia; and
 - c. the elected member has sufficient funds available in their training and professional development allowance (including for registration fees, travel, accommodation and other expenses, subject to Council Policy: Fees Allowances and Expenses for Elected Members).
- 5.9. Where an application to attend training and professional development has either not been approved by the CEO or cannot be approved the CEO under paragraph 5.8 that application may only be approved by a resolution of Council.
- 5.10. No more than two elected members may attend the same intrastate training and development opportunity at the same time unless the training is mandatory or universal to the functions of an elected member, or it is training being held within the City of Busselton or adjoining districts.

- 5.11. No more than two elected members may attend the same interstate training and development opportunity at the same time.
- 5.12. Attendance at any overseas training and development opportunity requires a resolution of Council.
- 5.13. Nothing in this Policy prevents the Council from approving applications where the costs exceed the available allowance.
- 5.14. Approval will not be granted for training and professional development that is scheduled to occur in the last three months of an elected member's term of office, during the period after an elected member has provided the CEO with notice of resignation or during a period of suspension under Part 8 of the Local Government Act 1995.

Reporting Requirements

- 5.15. On return from attending an interstate training and development opportunity elected members shall within 21 days provide either a written report to the CEO or a verbal presentation to a Councillor briefing session; the purpose being to facilitate knowledge sharing. The report or presentation should detail knowledge and skills gained, benefits of attendance for the City, Council and community, and relevant recommendations.
- 5.16. Failure to provide a report or presentation within the approved timeframe may result in the elected member being required to reimburse costs associated with attendance to the City. The Mayor may approve an extension in circumstances deemed appropriate.

6. RELATED DOCUMENTATION / LEGISLATION

6.1. Council Policy - Fees Allowances and Expenses for Elected Members

Review Frequency		After each Ordinary Election		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	25 January 2022	Resolution #	C2201/009



Council Policy Name: Elected Member Training and Professional Development

Responsible Directorate: Finance and Corporate Version: ADOPTED

Services Corporate Strategy &

Performance

1. PURPOSE

- 1.1. The purpose of this Policy is to provide a framework within which elected members will be provided ongoing training and professional development opportunities that assist them to undertake their role through the development of relevant skills and competencies.
- 1.2. This Policy fulfils the City's requirements under Section 5.128 of the Local Government Act 1995.

2. SCOPE

- 2.1. This Policy is applicable to all elected members for their term of office.
- 2.2. It is usual for the Mayor, the Deputy Mayor and the CEO, or their delegates, to attend WALGA's Annual General Meeting (normally held in Local Government week). Where attendance is solely for the purposes of attending the Annual General Meeting the associated costs will not be covered under this Policy.

3. **DEFINITIONS**

Term	Meaning
Policy	this City of Busselton Council policy titled "Elected Member Training and Professional Development"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities Strategic Theme 4. LEADERSHIP of the City's Strategic Community Plan June 2021, and

Strategic Theme	<u>Strategic Priority</u>		
Key Theme 1 LEADERSHIP	4.2: Deliver governance systems that facilitate open, ethical and		
	transparent decision making.		

- 4.1. specifically the following Strategic Priority:
- 4.2. <u>4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.</u>

- 5.1. Elected members are encouraged to attend relevant training and development opportunities with the aim of:
 - a. assisting elected members to understand their role and obligations;
 - b. assisting elected members to meet the demands of their role by developing the necessary skills and knowledge;

- c. assisting elected members to achieve excellence in performance; and
- d. ensuring elected members work professionally in a team environment for the betterment of the community.
- 5.2. Each elected member will be allocated an allowance of \$3,000 per annum to be used for attendance at training and professional development programs and courses.
- 5.3. Any unspent portion of the allowance in each financial year will be held in reserve, and may be budgeted for use in the following financial year. No more than the total value of 2 years of the allowance can be accrued.
- 5.4. Allowances under this Policy may be used for:
 - a. attendance at training conducted by the Western Australian Local Government Association (WALGA) or other appropriate Registered Training Organisations;
 - b. attendance at WALGA Annual General Convention and AGM, subject to paragraph 2.2; and
 - c. other training and development opportunities where:
 - i. the course or development opportunity is relevant to the functions of an elected member; or
 - ii. the course or development opportunity is relevant to an elected member's role or their role as an elected representative on a Council Committee or external body; and
 - iii. there is scope for the elected member to acquire skills relevant and beneficial to their role.
- 5.5. Elected members are required under the Local Government Act 1995 (or any replacement legislation) to complete mandatory training. Allowances provided under this Policy will be used in the first instance for completion of mandatory training.

Approvals and Restrictions on Training

- 5.6. No more than two elected members may attend the same intrastate training and development opportunity at the same time unless the training is mandatory or universal to the functions of an elected member, or it is training being held within the City of Busselton or adjoining districts.
- 5.7. No more than two elected members may attend the same interstate training and development opportunity at the same time.
- 5.8. Attendance at an interstate training and development opportunity is not permitted within three months of the date of expiry of an elected member's current term of office.
- 5.9.

6.

Attendance at any overseas training and development opportunity requires a resolution of Council.

- 5.6. Elected members who wish to attend training and professional development programs or courses may make an application by providing the following details to the CEO in writing:
 - a. course or event title, provider or organiser name, location and date;
 - b. copy of, or link to program, course outline or other summary of content;
 - an outline of the anticipated benefits of attendance, with reference to the eligibility criteria in this
 Policy; and
 - d. total estimated costs including accommodation, travel and sundry expenses.
- 5.7. Applications must be submitted by elected members in a reasonable time to allow for registration.
- 5.8. Applications from elected members to attend training and-<u>professional</u> development opportunities will be considered <u>and approved by the CEO by the (in consultation with the Mayor)</u>r and Deputy Mayor in consultation with the CEO<u>if:</u>

- a. the application complies with the requirements of this Policy;
- b. the training or professional development is to be held within Australia; and
- c. the elected member has sufficient funds available in their training and professional development allowance (including for registration fees, travel, accommodation and other expenses, subject to Council Policy: Fees Allowances and Expenses for Elected Members, with regard to be given to applicability of the training and development as it relates to the City of Busselton and to the individual elected member's functions (e.g. committee membership).
- 5.9. Where an application to attend training and professional development has either not been approved by the CEO or cannot be approved the CEO under paragraph 5.8 that application may only be approved by a resolution of Council.
- 5.10. No more than two elected members may attend the same intrastate training and development opportunity at the same time unless the training is mandatory or universal to the functions of an elected member, or it is training being held within the City of Busselton or adjoining districts.
- 5.11. No more than two elected members may attend the same interstate training and development opportunity at the same time.
- 6.1. The application may only be approved where the costs including registration fees, travel, accommodation and an estimation of other expenses, (subject to Council Policy Fees Allowances and Expenses for Elected Members), can be accommodated within the Allowance.
- 5.12. Attendance at any overseas training and development opportunity requires a resolution of Council.
- <u>5.13.</u> Nothing in this Policy prevents the Council from approving applications where the costs exceed the available allowance.
- 6.2.5.14. Approval will not be granted for training and professional development that is scheduled to occur in the last three months of an elected member's term of office, during the period after an elected member has provided the CEO with notice of resignation or during a period of suspension under Part 8 of the Local Government Act 1995.

Reporting Requirements

- 6.3.5.15. On return from attending an interstate training and development opportunity elected members shall within 21 days provide either a written report to the City-CEO or a verbal presentation to a Councillor briefing session; the purpose being to facilitate knowledge sharing. The report or/presentation should detail knowledge and skills gained, benefits of attendance for the City, Council and community, and relevant recommendations.
- 6.4.5.16. Failure to provide a report or presentation within the approved timeframe may result in the elected member being required to reimburse costs associated with attendance to the City. The Mayor may approve an extension in circumstances deemed appropriate.

7.6. RELATED DOCUMENTATION / LEGISLATION

7.1.6.1. Council Policy - Fees Allowances and Expenses for Elected Members

Review Frequency		After each Ordinary Election		
Council Adoption	DATE	25 January 2022	Resolution #	C2201/009
Previous Adoption	DATE	25 January 202212 August 2020	Resolution #	C2201/009C2008/079



Council Policy Name: Waste Management Facility and Plant Reserve

Responsible Directorate: Corporate Strategy and Performance Version: Draft

1. PURPOSE

1.1. The purpose of this Policy is to outline Council's policy position with respect to the long term funding of waste management activities for the district to ensure that current and future generations share the costs of waste management.

2. SCOPE

2.1. This Policy is applicable to the funding of all facets of waste management which includes the development and rehabilitation of waste disposal sites both within the district and regionally, acquisition of waste plant and equipment, contaminated sites and any other waste management activities.

3. **DEFINITIONS**

Term	Meaning
Policy	this City of Busselton Council policy titled "Waste Management Facility and Plant
	Reserve"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a
	central consideration in land use planning.
Key Theme 1 ENVIRONMENT	1.5: Implement best practice waste management strategies with a focus on
	waste avoidance, reduction, reuse and recycling.
Key Theme 2 LIFESTYLE	2.12: Provide well maintained community assets through robust asset
	management practices

- 5.1. Council recognises the significance of waste management to the district and the importance of effective long term financial planning.
- 5.2. Revenues derived from waste management fees and charges will be retained in the Waste Management Facility and Plant Reserve (WMFPR) for the purpose of funding all facets of waste management including development and rehabilitation of waste disposal sites both within the district and regionally, acquisition of waste plant and equipment, and any waste management activities that may include (but is not limited to) contaminated sites within the district.
- 5.3. At the end of each financial year the consolidated position of the City's waste management activities will be calculated and:

- a. where total revenue exceeds total expenditure any surplus is to be transferred to the WMFPR; or
- b. where total expenditure exceeds total revenue any deficit is to be transferred from the WMFPR.

- 6.1. Local Government Act 1995, section 6.11. "Reserve accounts"
- 6.2. Waste Avoidance and Resource Recovery Act 2007

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	12 September 2018	Resolution #	C1809/179



Council Policy Name: Waste Management Facility and Plant Reserve

Responsible Directorate: Finance and Corporate Version: AdoptedDraft

Services Corporate Strategy and

Performance

1. PURPOSE

1.1. The purpose of this Policy is to outline <u>Council'sa</u> policy position with respect to the long term funding of waste management activities for the district to ensure that <u>both</u>-current and future generations share the costs of waste management <u>across the City</u>.

2. SCOPE

2.1. This Policy is applicable to the funding of all facets of waste management which includes the development and rehabilitation of waste disposal sites both within the district and regionally, acquisition of waste plant and equipment, contaminated sites and any other waste management activities.

3. **DEFINITIONS**

Term	Meaning
Policy	this City of Busselton Council policy titled "Waste Management Facility and Plant
	Reserve"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority	
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a	
	central consideration in land use planning.	
Key Theme 1 ENVIRONMENT	1.5: Implement best practice waste management strategies with a focus	
	waste avoidance, reduction, reuse and recycling.	
Key Theme 2 LIFESTYLE	2.12: Provide well maintained community assets through robust asset	
	management practices	

- 4.1. This Policy links to Strategic Theme 1. ENVIRONMENT An environment that is valued, conserved and able to be enjoyed by current and future generations, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priorities:
 - a. 1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning; and
 - b. 1.5: Implement best practice waste management strategies with a focus on waste avoidance, reduction, reuse and recycling.
- 4.2. This Policy links to Strategic Theme 2. LIFESTYLE A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
 - 2.12: Provide well maintained community assets through robust asset management practices.

5. POLICY STATEMENT

- 5.1. Council recognises the significance of waste management to the district and the importance of ensuring effective long term financial planning.
- 5.2. It is the position of the Council that rRevenues derived from waste management fees and charges will be retained in the Waste Management Facility and Plant Reserve (WMFPR) for the purpose of funding all facets of waste management including development and rehabilitation of waste disposal sites both within the district and regionally, acquisition of waste plant and equipment, and any waste management activities that may include (but is not be-limited to) contaminated sites within the district.
- 5.3. At the end of each financial year the consolidated position of the City's waste management activities will be calculated and:
 - a. where total revenues exceeds total expenditure any surplus is to be transferred to the WMFPR; or
 - b. where total expenditure exceeds total revenues any deficit is to be transferred from the WMFPR.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. Local Government Act 1995, section 6.11. "Reserve accounts"
- 6.2. Waste Avoidance and Resource Recovery Act 2007

Review Frequency		3 yearly		
Council Adoption	DATE	12 September 2018	Resolution #	C1809/179
Previous Adoption	DATE	12 September 201825 March 2015	Resolution #	C1809/179 C1503/069



Council Policy Name: Early Clearance of Subdivisions

Responsible Directorate: Infrastructure and Environment Version: Adopted

1. PURPOSE

1.1. The purpose of this Policy is to provide guidelines for developers for the provision of the early clearance of a subdivision.

2. SCOPE

2.1. This Policy applies to new subdivision developments where the developer seeks Early Clearance of a subdivision.

3. **DEFINITIONS**

Term	Meaning
Early Clearance	the sign off by the City of subdivision conditions <i>prior</i> to completion of all subdivisional works
Outstanding Works Bond	a bond held in trust by the City that is applied to the value of the subdivision works that have not been completed by the developer, at the time of the application for an Early Clearance of subdivision
Policy	this City of Busselton Council policy titled "Early Clearance of Subdivisions"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning.
Key Theme 2 LIFESTYLE	2.8: Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.

- 5.1. In general, the City will not consider the Early Clearance of a subdivision.
- 5.2. The City may, at its discretion, approve an application from a developer for Early Clearance of a subdivision where a minimum of 65 percent of the value of subdivisional works have been completed and, as a minimum, all of the following works have been completed:
 - a. all stormwater drainage works,
 - b. all trafficable roads completed to primer seal standard, and
 - c. all underground road crossings for irrigation and utility services are installed.
- 5.3. An application for Early Clearance of a subdivision from a developer shall include the 'Information Required' as detailed in the City's Engineering Technical Standards and Specifications Section 1, subsection 4.2.

- 5.4. The City requires the following conditions to be met prior to approving an Early Clearance of subdivision:
 - a. a legal agreement is to be entered into with the landowners, developers and all persons with legal interest in the land;
 - b. receipt of payment of an Outstanding Works Bond (see below for calculation);
 - c. receipt of payment of the following fees and charges as set out in the City's adopted schedule of fees and charges:
 - i. an outstanding works supervision fee;
 - ii. Early Clearance fee;
 - d. receipt of payment of other bonds, fees and charges that are otherwise payable for the clearance of subdivisions, such as defect liability bonds and supervision fees; and
 - e. other conditions as may be determined by the City.
- 5.5. The Outstanding Works Bond is to be calculated as the value of all outstanding works and conditions, plus 100 percent contingency to the value of the outstanding works.
- 5.6. The Chief Executive Officer may, at their discretion, alter the contingency percentage of the Outstanding Works Bond.
- 5.7. The defects liability period for the subdivision will commence after practical completion of *all* outstanding works (see Council Policy 'Defects Liability Bonds for Subdivisions').

- 6.1. City of Busselton 'Engineering Technical Standards and Specifications'.
- 6.2. City of Busselton Council Policy 'Defects Liability Bonds for Subdivisions'.
- 6.3. City of Busselton Schedule of Fees and Charges

Review Frequency 3 yearly				
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	27 February 2019	Resolution #	C1902/031



Council Policy Name: Reinstatement Works in Road Reserves

Responsible Directorate: Engineering and Works Services Version: Adopted

1. PURPOSE

1.1. The purpose of this Policy is to ensure that where works are carried out in a City of Busselton (City) Road Reserve, any impact or damage caused to City infrastructure is reinstated to the satisfaction and specifications of the City.

2. SCOPE

2.1. This Policy is applicable to construction activities undertaken by public utilities or private developers (and their agents) within a City Road Reserve.

3. **DEFINITIONS**

Term	Meaning
Policy	this City of Busselton Council policy titled "Reinstatement Works in Road Reserves"
Reinstatement Works	works undertaken which are necessary to repair, reinstate or replace assets to their
	original, or as close to, their original state
Road Reserve	an area of land set aside for potential road construction, on which building is not
	allowed

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a
	central consideration in land use planning.

- 5.1. All Reinstatement Works within a Road Reserve are to be completed to the minimum requirements as set out in the City's Engineering Technical Standards and Specifications, the IPWEA Specifications for "Restoration and Reinstatements for Local Governments" and the Utility Providers Code of Practice for Western Australia.
- 5.2. Prior to commencement of Reinstatement Works within a Road Reserve, a traffic management plan is to be submitted to the City for review and endorsement.
- 5.3. All costs of Reinstatement Works are to be borne by the public utility, private developer or their agent.

- 5.4. Reinstatement works are to be carried out as soon as is practicable. Temporary Reinstatement Works must be maintained to ensure serviceability and safety of infrastructure.
- 5.5. Wherever practical, underground boring construction methods are to be used to avoid damage to City infrastructure and the removal of vegetation.
- 5.6. Where underground boring is not possible and no alternative route for the service is available, the City will consider the removal of vegetation.
- 5.7. No removal of vegetation may be undertaken without the City's explicit approval and no removal of native species may occur without appropriate environmental or regulatory approvals.
- 5.8. Damaged or removed vegetation will generally be replaced with equivalent species and at the cost of the public utility, private developer or their agent.
- 5.9. A pre-work inspection of proposed service alignments is to be carried out by the contractor and the City to identify infrastructure damaged prior to commencement ofworks.
- 5.10. Maintenance bonds will apply for Reinstatement Works by a private developer, based on rates in the City's Schedule of Fees and Charges. Maintenance bonds will not apply for Reinstatement Works by a public utility.
- 5.11. After a 12 month post-work maintenance period, the City will inspect the Reinstatement Works. Where the works are to the satisfaction of the City, the City will process the return of applicable maintenance bonds.

- 6.1. City of Busselton Engineering Technical Standards and Specifications.
- 6.2. IPWEA (WA) "Restoration and Reinstatements Specification for Local Governments".
- 6.3. Utility Providers Services Committee "Utility Providers Code of Practice for Western Australia".

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	13 February 2019	Resolution #	C1902/019



Council Policy Name: Crossovers

Responsible Directorate: Engineering and Works Services Version: Draft

1. PURPOSE

1.1. The purpose of this Policy is to ensure that the construction of Crossovers within the City of Busselton (the City) align to legislative requirements and meet the City's Engineering Technical Standards and Specifications. The Policy also provides guidance on the requirements for eligibility to receive a Crossover Contribution from the City.

2. SCOPE

2.1. This Policy is applicable to construction of all approved Crossovers.

3. **DEFINITIONS**

Term	Meaning
Crossover	has the same meaning as "crossing" within regulations 12, 13, 14 and 15 of the
	ULP and the City of Busselton Activities in Thoroughfares and Public Places and
	Trading Local Law 2015; and is the portion of a driveway that extends from the
	property boundary to the edge of the public road
Crossover Contribution	the City of Busselton's contribution towards the construction of a Standard
	Crossover
Policy	this City of Busselton Council policy titled "Crossovers"
Standard Crossover	means a "standard crossing" as defined within the regulation 15 of the ULP, and
	that meets the requirements set out in this Policy and within the City's
	Engineering Technical Standards and Specifications as they relate to Vehicle
	Crossovers
ULP	the Local Government (Uniform Local Provisions) Regulations 1996

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 2 LIFESTYLE	2.12: Provide well maintained community assets through robust asset
	management practices.

5. POLICY STATEMENT

5.1. This Policy provides guidelines for the construction of Crossovers such as they are constructed to appropriate standards and specifications, and outlines what the City of Busselton's Crossover Contribution will be.

Crossovers Page 1 of 3

Standard Crossover

- 5.2. Full requirements for meeting the Standard Crossover are detailed in the City's Engineering Technical Standards and Specifications as they relate to Vehicle Crossovers. In general applicants should seek advice from the City to ensure proposed works comply with the requirements for a Standard Crossover.
- 5.3. A Standard Crossover does not include the value of the culverts or any required alteration to services/infrastructure or vegetation removal.
- 5.4. Applicants in rural and special rural areas are required to seek advice from the City regarding the need for and the size of pipes for drainage purposes.

Crossover Contribution

- 5.5. A Crossover Contribution will only be paid to the current owner of the property.
- 5.6. The City of Busselton will contribute half the estimated cost of construction of a Standard Crossover as is required by Regulation 15 of the ULP, at the rate set by Council.
- 5.7. The Crossover Contribution amount will be determined by the material type and length of the Crossover, based on the dimensions of a Standard Crossover, and will not include the cost of drainage, alteration to services/infrastructure or the removal of vegetation.
- 5.8. Crossovers which do not meet the minimum requirements for a Standard Crossover are not eligible for a Crossover Contribution.
- 5.9. Crossovers which exceed the dimension requirements of a Standard Crossover will receive a Crossover Contribution based on the dimensions of a Standard Crossover.
- 5.10. The Crossover Contribution applies to the first Crossover to a lot for industrial, commercial and all residential properties. In the case of strata titles, a Crossover Contribution will apply for each individual title which has a Standard Crossover.
- 5.11. Crossover Contributions should be applied for in the financial year when construction is completed to receive the full Crossover Contribution. Crossovers in excess of one year old will have a reduced Crossover Contribution based on a straight line depreciation for age and type, as per the following:

Crossover Type	Maximum Crossover Life	
2 Coat Seal	10 years	
Asphalt	15 years	
Brick pavers/blocks	20 years	
Concrete 25 years		
Crossovers in excess of this life are not eligible for a Crossover Contribution		

Construction

- 5.12. All costs for the construction of a Crossover and related works will be borne by the owner or agent of the owner.
- $5.13. \ \ Consideration\ must\ be\ given\ to\ relevant\ vehicle\ turning\ movements\ for\ ingress/egress\ to/from\ the\ property.$
- 5.14. Where construction works will impact on public roads, a traffic management plan must be submitted by the contractor to the City for review and approval prior to commencement of construction of the Crossover.

Maintenance

5.15. The City of Busselton is not responsible for and will not contribute towards the cost of maintenance or replacement of Crossovers.

Crossovers Page 2 of 3

- 6.1. Local Government Act 1995, Schedule 9.1 (7)
- 6.2. Local Government (Uniform Local Provisions) Regulations 1996, Regulations 12 to 15.
- 6.3. City of Busselton Engineering Technical Standards and Specifications

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	13 February 2019	Resolution #	C1902/019

Crossovers Page 3 of 3



Council Policy Name: Defects Liability Bonds for Subdivisions

Responsible Directorate: Engineering and Works Services Version: Adopted

1. PURPOSE

1.1. The purpose of this Policy is outline Council's requirement that a bond be taken with respect to a developer's liability for the repair of all defects of subdivision works.

2. SCOPE

- 2.1. This Policy is applicable to works for new subdivision developments relating to roads, drainage, paths, and associated earthworks; and all other associated incidental works.
- 2.2. The Policy does not apply to landscaping where a landscape maintenance agreement is in place between the City and a developer.

3. **DEFINITIONS**

Term	Meaning
Defects Liability Bond	a bond that is applied to the value of roads, drainage, paths and associated earthworks, and all other associated incidental works
Defects Liability Period	the period of time after Practical Completion of the works wherein the contractor or developer remains responsible for the maintenance and repair of defects of subdivision works
Policy	this City of Busselton Council policy titled "Defects Liability Bonds for Subdivisions"
Practical Completion	an inspection of the completed works by the City to confirm that all relevant construction has been completed as per approved drawings, and that it meets the minimum construction requirements set out in the City's Engineering Technical Specifications and Standards, and related conditions of subdivision approval

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning.
Key Theme 2 LIFESTYLE	2.8: Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.

- 5.1. A Defects Liability Bond will apply to subdivision works and will be held for a minimum Defects Liability Period of 12 months.
- 5.2. The CEO, or an officer authorised by the CEO, may extend the Defects Liability Period for an additional

12 months.

- 5.3. The Defects Liability Bond will be calculated on the basis of 5% of the value of the subdivision works.
- 5.4. The Defects Liability Bond may be in the form of cash to be held in trust by the City, or an unconditional bank guarantee from a financial institution approved by the City.
- 5.5. Refund of the Defects Liability Bond is subject to repair, maintenance correction, adjustment, realignment or clean-up of works determined to be the responsibility of the developer or their contractor.
- 5.6. Where identified defects have not been remedied by the developer or their contractor within a reasonable timeframe, the City may draw on the Defects Liability Bond to complete required works, and if the end of the Defects Liability Period has not been reached, the developer will be required to top up the bond to the original value.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. City of Busselton Engineering Technical Specifications and Standards.
- 6.2. Institute of Public Works Engineers Australia (WA) 'Local Government Guidelines for Subdivisional Development', October 2017.

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	27 February 2019	Resolution #	C1902/030



Council Policy Name: Management and Removal of Asbestos

Responsible Directorate: Engineering and Works Services Version: Adopted

1. PURPOSE

1.1. The purpose of this Policy is to articulate the City's commitment to the long term removal of Asbestos Containing Materials (ACM) from buildings on City owned or managed land and the identification, risk assessment, monitoring and management of ACM.

2. SCOPE

2.1. This Policy is applicable to all buildings on City owned or managed land.

3. **DEFINITIONS**

Term	Meaning
Policy	this City of Busselton Council policy titled "Management and Removal of Asbestos"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 2 LIFESTYLE	2.12: Provide well maintained community assets through robust asset
	management practices.

- 5.1. The City is committed over the long-term to ensuring that all buildings on City owned or managed land are free of ACM.
- 5.2. In the interim, the City is committed to ensuring that ACM in all buildings on City owned or managed land is managed and controlled to protect the health and well-being of employees, contractors, and the community.
- 5.3. It is recognised that ACM in sound condition, left undisturbed and when managed appropriately, presents little risk to the general community.
- 5.4. The City will manage the risks from ACM in the following ways:
 - a. increase awareness of the presence of ACM;
 - b. prevent airborne asbestos fibre exposure;
 - c. prevent the spread of asbestos fibres;
 - d. increase competency and experience in managing ACM;
 - e. provide adequate control of works likely to disturb ACM.

- 5.5. If the opportunity arises, the removal of ACM (regardless of risk level) should be undertaken in conjunction with major works or alterations.
- 5.6. The removal of ACM should be included in any funding submissions for works on buildings owned or managed by the City. This includes works to be undertaken by the City as well as lessees, licensees, and user groups.

- 6.1. Work Health and Safety Act 2020
- 6.2. Work Health and Safety (General) Regulations 2022
- 6.3. Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:208 (2005)]

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	27 November 2019	Resolution #	C1911/236



Council Policy Name: Early Clearance of Subdivisions

Responsible Directorate: Infrastructure and Version: Adopted Draft

EnvironmentEngineering and Works

Services

1. PURPOSE

1.1. The purpose of this Policy is to provide guidelines for developers for the provision of the early clearance of a subdivision.

2. SCOPE

2.1. This Policy applies to new subdivision developments where the developer seeks <u>Early C</u>elearance of a subdivision <u>prior to the practical completion of subdivisionalworks</u>.

3. **DEFINITIONS**

Term	Meaning
Early Clearance	the sign off by the City of subdivision conditions <i>prior</i> to completion of all subdivisional works
Outstanding Works Bond	a bond held in trust by the City that is applied to the value of the subdivision works that have not been completed by the developer, at the time of the application for an Early Clearance of subdivision
Policy	this City of Busselton Council policy titled "Early Clearance of Subdivisions"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority	
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a	
	central consideration in land use planning.	
Key Theme 2 LIFESTYLE	2.8: Plan for and facilitate the development of neighbourhoods that are	
	functional, green and provide for diverse and affordable housing choices.	

- 4.1. This Policy links to Strategic Theme 1. ENVIRONMENT An environment that is valued, conserved and able to be enjoyed by current and future generations, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
 - a. 1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning.
- 4.2. This Policy links to Strategic Theme 2. LIFESTYLE A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
 - a. 2.8: Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.

5. POLICY STATEMENT

- 5.1. In general, the City will not consider the Early Clearance of a subdivision.
- 5.2. The City may, at its discretion, approve an application from a developer for Early Clearance of a subdivision where a minimum of 65 percent of the value of subdivisional works have been completed; and, as a minimum, all of the following works have been completed:
 - a. all stormwater drainage works,
 - b. all trafficable roads completed to primer seal standard, and
 - c. all underground road crossings for irrigation and utility services are installed.
- 5.3. An application for Early Clearance of a subdivision from a developer shall include the 'Information Required' as detailed in the City's Engineering Technical Standards and Specifications Section 1, subsection 4.2.
- 5.4. An Early Subdivision Clearance application fee is payable with the application, as set out in the City's adopted schedule of fees and charges.
- 5.5.5.4. The City requires the following conditions to be met prior to approving an Early Clearance of subdivision:
 - a. a legal agreement is to be entered into with the landowners, developers and all persons with legal interest in the land;
 - b. receipt of payment of an Outstanding Works Bond (see below for calculation);
 - c. receipt of payment for of the following fees and charges as set out in the City's adopted schedule of fees and charges:
 - i. an outstanding works supervision fee;
 - ii. Early Clearance fee;
 - d. receipt of payment of other bonds, fees and charges that are otherwise payable for the clearance of subdivisions, such as defect liability bonds and supervision fees; and
 - e. other conditions as may be determined by the City.
- 5.6.5.5. The Outstanding Works Bond is to be calculated as the value of all outstanding works and conditions, plus 100 percent contingency to the value of the outstanding works.
- 5.7.5.6. The Chief Executive Officer may, at their discretion, alter the contingency percentage of the Outstanding Works Bond.
- 5.8.5.7. The defects liability period for the subdivision will commence after practical completion of *all* outstanding works (see Council Policy 'Defects Liability Bonds for Subdivisions').

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. City of Busselton 'Engineering Technical Standards and Specifications'.
- 6.2. City of Busselton Council Policy 'Defects Liability Bonds for Subdivisions'.
- 6.3. City of Busselton Schedule of Fees and Charges

Review Frequency		3 yearly		
Council Adoption	DATE	27 February 2019	Resolution #	C1902/031
Previous Adoption	DATE	27 February 2019 10 March 2017	Resolution #	C1902/031C1705/102



Council Policy Name: Reinstatement Works in Road Reserves

Responsible Directorate: Engineering and Works Services Version: Draft

1. PURPOSE

1.1. The purpose of this Policy is to ensure that where works are carried out in a <u>City of Busselton (City)</u> Road Reserve, any impact or damage caused to City <u>of Busselton</u> infrastructure is reinstated to the satisfaction and specifications of the City.

2. SCOPE

2.1. This Policy is applicable to construction activities undertaken by public utilities or private developers (and their agents) within a City of Busselton-Road Reserve.

3. **DEFINITIONS**

Term	Meaning
Policy	this City of Busselton Council policy titled "Reinstatement Works in Road Reserves"
Reinstatement Works	works undertaken which are necessary to repair, reinstate or replace assets to their
	original, or as close to, their original state
Road Reserve	an area of land set aside for potential road construction, on which building is not
	allowed

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a
	central consideration in land use planning.

- 4.1. This Policy links to Strategic Theme 1. ENVIRONMENT An environment that is valued, conserved and able to be enjoyed by current and future generations, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
 - a. 1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning.

5. POLICY STATEMENT

5.1. All Reinstatement Works within a Road Reserve are to be completed to the minimum requirements as set out in the City-of-Busselton's Engineering Technical Standards and Specifications, the IPWEA Specifications for "Restoration and Reinstatements for Local Governments" and the Utility Providers Code of Practice for Western Australia.

- 5.2. Prior to commencement of Reinstatement Works within a Road Reserve, a traffic management plan is to be submitted to the City for review and endorsement.
- 5.3. All costs of Reinstatement Works are to be borne by the public utility, private developer or their agent.
- 5.4. Reinstatement works are to be carried out as soon as is practicable. Temporary Reinstatement Works must be maintained to ensure serviceability and safety of infrastructure.
- 5.5. Wherever practical, underground boring construction methods are to be used to avoid damage to City infrastructure and the removal of vegetation.
- 5.6. Where underground boring is not possible and no alternative route for the service is available, the City will consider the removal of vegetation.
- 5.7. No removal of vegetation may be undertaken without the City's explicit approval and no removal of native species may occur without appropriate environmental or regulatory approvals.
- 5.8. Damaged or removed vegetation will generally be replaced with equivalent species and at the cost of the public utility, private developer or their agent.
- 5.9. A pre-work inspection of proposed service alignments is to be carried out by the contractor and the City to identify infrastructure damaged prior to commencement ofworks.
- 5.10. Maintenance bonds will apply for Reinstatement Works by a private developer, based on rates in the City's Schedule of Fees and Charges. Maintenance bonds will not apply for Reinstatement Works by a public utility.
- 5.11. After a 12 month post-work maintenance period, the City will inspect the Reinstatement Works. Where the works are to the satisfaction of the City, the City will process the return of applicable maintenance bonds.

- 6.1. City of Busselton Engineering Technical Standards and Specifications.
- 6.2. IPWEA (WA) "Restoration and Reinstatements Specification for Local Governments".
- 6.3. Utility Providers Services Committee "Utility Providers Code of Practice for Western Australia".

Review Frequency		3 yearly		
Council Adoption	DATE	13 February 2019	Resolution #	C1902/019
Previous Adoption	DATE	13 February 201913 April 2016	Resolution #	C1902/019 C1604/081



Council Policy Name: Crossovers

Responsible Directorate: Engineering and Works Services Version: Adopted Draft

1. PURPOSE

1.1. The purpose of this Policy is to ensure that the construction of Crossovers within the City of Busselton (the City) align to legislative requirements the Local Government (Uniform Local Provisions) Regulations 1996 and meets the City's Engineering Technical Standards and Specifications. The Policy also It-provides guidance on the requirements for eligibility to receive a Crossover Contribution from the City.

2. SCOPE

2.1. This Policy is applicable to construction of all approved Crossovers.

3. **DEFINITIONS**

Term	Meaning
Crossovers	has the same meaning as "crossing" within regulations 12, 13, 14 and 15 of the
	<u>ULP and the City of Busselton Activities in Thoroughfares and Public Places and</u>
	<u>Trading Local Law 2015; and is the section-portion of a driveway that extends</u>
	from the property boundary to the edge of the public road between the road and
	the property boundary
Crossover Contribution	the City of Busselton's contribution towards the construction of a <u>"Sss</u> tandard
	CCcrossovering"over, as per Rregulation 15 of the ULP Local Government (Uniform
	Local Provisions) Regulations 1996 and this Policy
Policy	this City of Busselton Council policy titled "Crossovers"
Standard Crossover	means a "standard Ccrossing" over as defined within the regulation 15 of the ULP
	Local Government (Uniform Local Provisions) Regulations 1996, and that meets
	the requirements set out in this Policy and contained within the City's
	Engineering Technical Standards and Specifications as they relate to Vehicle
	Crossovers
<u>ULP</u>	the Local Government (Uniform Local Provisions) Regulations 1996

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 2 LIFESTYLE	2.12: Provide well maintained community assets through robust asset
	management practices.

4.1. This Policy links to Strategic Theme 2. — LIFESTYLE — A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:

a. 2.12: Provide well maintained community assets through robust asset management practices.

Crossovers Page 1 of 3

5. POLICY STATEMENT

5.1. This Policy provides guidelines for the construction of Crossovers such as they are constructed to appropriate standards and specifications, and outlines what the City of Busselton's Crossover Contribution will be.

Standard Crossover

- 5.2. Full requirements for meeting the Standard Crossover are detailed in the City's Engineering Technical Standards and Specifications as they relate to Vehicle Crossovers. In general applicants should seek advice from the City to ensure proposed works comply with the requirements for a Standard Crossover.
- 5.2. The width of a Standard Crossover at the property line is to be a minimum of 2.75 metres and splay to 4.5 metres wide at the road edge, with 1.0 metre radii or 1.0 metre truncation at the road edge. The total minimum width of opening at the road edge is 6.5 metres. The length is variable, with extra width being allowed on approval from the Chief Executive Officer, but with no additional Crossover Contribution being applicable.
- 5.3. A Standard Crossover does not include the value of the culverts or any required alteration to services/infrastructure or vegetation removal.
- 5.4. Applicants in rural and special rural areas are required to seek advice from the City regarding the need for and the size of pipes for drainage purposes.
- 5.5. Full requirements for meeting the Standard Crossover are detailed in the City's Engineering Technical Standards and Specifications. In general applicants should seek advice from the City to ensure proposed works comply with the requirements for a Standard Crossover.

Crossover Contribution

- 5.6. A Crossover Contribution will only be paid to the current owner of the property.
- 5.7. The City of Busselton will contribute half the estimated cost of construction of a Standard Crossover as is required by Regulation 15 of the <u>ULP Local Government (Uniform Local Provisions) Regulations 1996</u>, at the rate set by Council.
- 5.8. The Crossover Contribution amount will be determined by the material type and length of the <u>Cerossover</u>, based on the dimensions of a <u>Standard Crossover</u>, and <u>-</u>
- 5.9.<u>5.8. The Crossover Contribution value</u> will not include the cost of drainage, alteration to services/infrastructure or the removal of vegetation.
- 5.10.5.9. Crossovers which do not meet the minimum requirements for a Standard Crossover are not eligible for a Crossover Contribution.
- 5.11.5.10. Crossovers which exceed the dimension requirements of a Standard Crossover will receive a Crossover Contribution based on the dimensions of a Standard Crossover.
- 5.12.5.11. The Crossover Contribution applies to the first Cerossover to a lot for industrial, commercial and all residential properties. In the case of strata titles, a Crossover Contribution will apply for each individual title which has a Standard Crossover.
- 5.13.5.12. Crossover Contributions should be applied for in the financial year when construction is completed to receive the full Crossover Contribution. Crossovers in excess of one year old will have a reduced Crossover Contribution based on a straight line depreciation for age and type, as per the following:

Crossover Type	Maximum Crossover Life
CIOSSOVCIIVEC	I WIGAIIIIGIII CIOSSOVCI EIIC

Crossovers Page 2 of 3

2 Coat Seal	10 years	
Asphalt	15 years	
Brick pavers/blocks	20 years	
Concrete	25 years	
Crossovers in excess of this life are not eligible for a Crossover Contribution		

Construction

- 5.14.5.13. All costs for the construction of a Crossover and related works will be borne by the owner or agent of the owner.
- 5.15.5.14. Consideration must be given to relevant vehicle turning movements for ingress/egress to/from the property.
- 5.16.5.15. Where construction works will impact on public roads, a traffic management plan must be submitted by the contractor to the City for review and approval prior to commencement of construction of the Crossover.

Maintenance

5.17.5.16. The City of Busselton is not responsible for and will not contribute towards the cost of maintenance or replacement of Crossovers.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. Local Government Act 1995, Schedule 9.1 (7)
- 6.2. Local Government (Uniform Local Provisions) Regulations 1996, Regulations 12 to 156.
- 6.3. City of Busselton Engineering Technical Standards and Specifications

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	13 February 2019	Resolution #	C1902/019
Previous Adoption	DATE	13 February 2019 13 April 2016	Resolution #	C1902/019 C1604/079

Crossovers Page 3 of 3



Council Policy Name: Defects Liability Bonds for Subdivisions

Responsible Directorate: Engineering and Works Services Version: Adopted Draft

1. PURPOSE

1.1. The purpose of this Policy is to set outoutline Council's requirement that a bond be taken with respect to athe developer's liability for the repair of all defects of subdivision works.

2. SCOPE

- 2.1. This Policy is applicable to works for new subdivision developments relating to roads, drainage, paths, and associated earthworks; and all other associated incidental works.
- 2.2. The Policy does not apply to landscaping, where a landscape maintenance agreement is in place between the City and athe developer.

3. **DEFINITIONS**

Term	Meaning		
Defects Liability Bond	a bond held in trust by the City that is applied to the value of roads, drainage,		
	paths and associated earthworks, and all other associated incidental works		
Defects Liability Period	the period of time after Practical Completion of the works wherein the		
	contractor or developer remains responsible for the maintenance and repair		
	of defects of subdivision works		
Policy	this City of Busselton Council policy titled "Defects Liability Bonds for		
	Subdivisions"		
Practical Completion	an inspection of the completed works by the City to confirm that all the		
	relevant construction has been completed as per the approved drawings ن <u>and</u>		
	that it meets the minimum construction requirements as set out in the City's		
	Engineering Technical Specifications and Standards and meets related		
	conditions of subdivision approval		

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 1 ENVIRONMENT	1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning.
Key Theme 2 LIFESTYLE	2.8: Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.

- 4.1. This Policy links to Strategic Theme 1. ENVIRONMENT An environment that is valued, conserved and able to be enjoyed by current and future generations, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
 - a. 1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning.

- 4.2. This Policy links to Strategic Theme 2. LIFESTYLE A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
- 4.3. 2.8: Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.

5. POLICY STATEMENT

- 5.1. A Defects Liability Bond will is to be applyied to subdivision works and will be held for a minimum Defects Liability Period of 12 months.
- 5.2. The CEO, or their delegateor an officer authorised by the CEO, may extend the Defects Liability Period for an additional 12 months at the City's discretion.

5.2.5.3.

5.3. The Defects Liability Bond will be calculated on the basis of using 5% of the value of the subdivision works. the rates as set out in the following table:

5.4.

Value of Works	Rate
\$0 to \$100,000	5.0%
\$100,001 to \$200,000	4.0%
\$200,001 to \$400,000	3.5%
\$400,001 to \$600,000	3.0%
\$600,001 and over	2.5%

- 5.5.5.4. The Defects Liability Bond may be in the form of cash to be held in trust by the City, or an unconditional bank guarantee from a financial institution approved by the City.
- 5.6.5.5. Refund of the Defects Liability Bond is subject to repair, maintenance correction, adjustment, realignment or clean-up of works determemined to be the responsibility of the developer or their contractor or the developer.
- 5.7.5.6. Where identified defects have not been remedied completed by the contractor or developer or their contractor within a reasonable timeframe, the City may draw on the Defects Liability Bond to complete required works, and High the end of the Defects Liability Period has not been reached, the contractor or developer will be required to top up the bond to the original value.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. City of Busselton Engineering Technical Specifications and Standards.
- 6.2. Institute of Public Works Engineers Australia (WA) 'Local Government Guidelines for Subdivisional Development', October 2017.
- 6.3. City of Busselton Schedule of Fees and Charges.

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	27 February 2019	Resolution #	C1902/030
Previous Adoption	DATE	27 February 2019 13 April 2016	Resolution #	C1902/030 C1604/077

Defects Liability Bonds for Subdivisions





Council Policy Name: Management and Removal of Asbestos

Responsible Directorate: Engineering and Works Services Version: Adopted

1. PURPOSE

1.1. The purpose of this Policy is to articulate the City's commitment to the long term removal of Asbestos Containing Materials (ACM) from buildings on City owned or managed land; and in the interim to the identification, risk assessment, monitoring and management of ACM.

2. SCOPE

2.1. This Policy is applicable to the management and removal of ACM by City employees and contractors in all buildings on City-owned or managed land.

3. **DEFINITIONS**

Term	Meaning
ACM	Asbestos Containing Materials; any material, object, product or debris containing
	asbestos
Policy	this City of Busselton Council policy titled "Management and Removal of Asbestos"

4. STRATEGIC CONTEXT

4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan 2021:

Strategic Theme	Strategic Priority
Key Theme 2 LIFESTYLE	2.12: Provide well maintained community assets through robust asset
	management practices.

4.1. This Policy links to Strategic Theme 2. LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:

2.2 Work with key partners to facilitate a safe, healthy and capable community.

- 5.1. The City is committed over the long-term to ensuring that all buildings on City owned or managed land are free of ACM.
- 5.2. In the interim, the City is committed to ensuring that ACM in all buildings on City owned or managed land is managed and controlled to protect the health and well-being of employees, contractors, and the community.
- 5.3. It is recognised that ACM in sound condition, left undisturbed and when managed appropriately, presents little risk to the general community.
- 5.4. The City will manage the risks from ACM in accordance with the following objectives ways:

- a. increase awareness of the presence of ACM;
- b. prevention of airborne asbestos fibre exposure;
- c. prevention of the spread of asbestos fibres;
- d. increase competency and experience in managing ACM;
- e. provide adequate control of works likely to disturb ACM.
- 5.5. If the opportunity arises, the removal of ACM (regardless of risk level) should be undertaken in conjunction with major works or alterations.
- 5.6. The removal of ACM should be included in any funding submissions for works on buildings owned or managed by the City. This includes works to be undertaken by the City as well as lessees, licensees, and user groups.

6.1. Work Health and Safety Act 2020

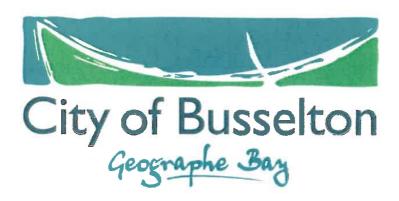
Occupational Safety and Health Act 1984

6.2. Work Health and Safety (General) Regulations 2022

Occupational Safety and Health Regulations 1996

6.1.6.3. Code of Practice for the Management and Control of Asbestos in Workplaces [NOHSC:208 (2005)]

Review Frequency		3 yearly		
Council Adoption	DATE	27 November 2019	Resolution #	C1911/236
Previous Adoption	DATE	27 November 2019 13 April 2016	Resolution #	C1911/236 C1604/077



Financial Report

For the year ended

30 June 2023

City of Busselton

Financial Report

For the Year Ended 30 June 2023

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Community Vision

The City of Busselton conducts the operations of a local government with the following community vision;

Where environment, lifestyle and opportunity meet.

Principal place of business:

2 Southern Drive Busselton WA 6280

2 - City of Busselto

Financial Report

For the Year Ended 30 June 2023

Local Government Act 1995 Local Government (Financial Management) Regulations 1996

STATEMENT BY CHIEF EXECUTIVE OFFICER

The accompanying financial report of the City of Busselton has been prepared in compliance with the provisions of the Local Government Act 1995 from proper accounts and records to present fairly the financial transaction for the reporting period ended 30 June 2023 and the financial position as at 30 June 2023.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the day of November 2023

Anthony Nottle Chief Executive Officer



Financial Report

For the Year Ended 30 June 2023

Statement of Comprehensive Income

	Note	2023 Actual \$	2023 Budget \$	2022 Restated* \$
Revenue				
Rates	28(a)	57,470,528	57,741,408	54,785,774
Grants, Subsidies and Contributions		7,443,435	3,432,638	6,166,651
Fees and Charges		22,417,681	19,894,021	19,407,734
Interest Revenue	2(a)	4,374,036	2,019,250	1,004,063
Other Revenue		609,996	351,906	771,797
Gain on Sale of Non-Current Assets Held for Sale		0	0	461,893
Reversal of Asset Write Off	_	0	0	462,502
	-	92,315,676	83,439,223	83,060,414
Expenses				
Employee Costs		(35,509,581)	(36,307,918)	(33,845,687)
Materials and Contracts		(22,616,412)	(22,164,077)	(19,305,656)
Utility Charges		(2,855,031)	(2,876,680)	(2,750,011)
Depreciation	10(a),27	(26,481,887)	(27,439,900)	(24,503,340)
Finance Costs	2(b)	(1,724,165)	(1,722,673)	(1,237,620)
Insurance		(869,528)	(652,369)	(783,825)
Other Expenditure	_	(10,714,741)	(5,544,622)	(3,196,840)
		(100,771,345)	(96,708,239)	(85,622,979)
		(8,455,669)	(13,269,016)	(2,562,565)
Capital Grants, Subsidies and Contributions		24,023,259	31,102,583	24,801,422
Profit on Asset Disposals		200,266	23,632	68,489
Loss on Asset Disposals		(346,370)	(45,550)	(748,170)
Fair Value Adjustments to Financial Assets at Fair Value Through Profit or Loss		6,450	0	11,520
		23,883,605	31,080,665	24,133,261
Net result for the period		15,427,936	17,811,649	21,570,696
Other comprehensive income				
Impairment Loss on Non-Current Assets	8,9	(2,168,998)	0	0
Changes in revaluation surplus	15	0	0	116,968,093
Total other comprehensive income		(2,168,998)	0	116,968,093
Total comprehensive income for the period	5	13,258,938	17,811,649	138,538,789

atement is to be read in conjunction with the accompanying notes.

ted - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Financial Report

For the Year Ended 30 June 2023

Statement of Financial Position

	Note	2023 Actual	2022 Restated*	1 July 2021 Restated*
Current Assets		\$	\$	\$
Cash and Cash Equivalents	3	24 022 276	22 655 454	# 7 400 00 F
Trade and Other Receivables	5 5	21,032,276	23,655,454	17,108,235
Other Financial Assets	_	3,750,792	3,977,631	3,793,737
Inventories	4(a)	94,682,579	74,677,873	62,059,374
Finance Lease Receivables	6	1,272,715	935,800	936,902
Other Assets	5.1	309,426	230,175	217,910
Assets Classified as Held for Sale	7(a)	483,906	367,383	197,380
Total Current Assets	7(b)	0	0	2,035,508
Total Current Assets		121,531,694	103,844,316	86,349,046
Non-current Assets				
Trade and Other Receivables	5	678,222	540,050	393,784
Other Financial Assets	4(b)	1,431,938	1,608,066	481,283
Property, Plant and Equipment	8,27	199,363,753	191,175,455	134,060,338
Infrastructure	9	651,595,672	653,437,006	580,752,889
Finance Lease Receivables	5.1	7,672,464	7,704,476	7,698,983
Right of Use Assets	11(a)	104,782	342,734	811,327
Total Non-current Assets	,	860,846,831	854,807,787	724,198,604
Total Assets	26(c)	982,378,525	958,652,103	910 647 650
10001733003	20(0)	302,370,323	336,032,103	810,547,650
Current Liabilities				
Trade and Other Payables	12	8,873,525	8,670,757	11,121,259
Contract Liabilities	13.1	1,266,220	1,603,261	2,521,219
Grant Liabilities	13.2	984,500	1,396,224	988,563
Lease Liabilities	11(b)	117,396	253,212	492,042
Borrowings	14	4,620,953	4,330,300	3,020,442
Employee Related Provisions	15	5,885,190	5,911,972	5,502,681
Other Provisions	16	6,504,000	0	430,000
Total Current Liabilities		28,251,784	22,165,726	24,076,206
Non-current Liabilities				
Contract Liabilities	13.1	9,205,220	7,679,299	7,888,354
Grant Liabilities	13.2	6,861,059	5,623,503	4,276,558
Lease Liabilities	11(b)	72,872	188,483	439,461
Borrowings	14	43,621,202	41,844,638	25,247,254
Employee Related Provisions	15	577,890	620,894	715,485
Total Non-current Liabilities		60,338,243	55,956,817	38,567,112
Total Liabilities		88,590,027	78,122,543	62,643,318
Net Assets		893,788,498	880,529,560	747,904,332
Equity				
Retained Surplus		483,823,213	475,350,117	462,043,202
Reserve Accounts	3	78,138,181	71,183,341	62,919,560
Revaluation Surplus	17,27	331,827,104	333,996,102	222,941,570
Total Equity	-1	893,788,498	880,529,560	747,904,332

stement is to be read in conjunction with the accompanying notes.

tated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Financial Report

For the Year Ended 30 June 2023

Statement of Changes in Equity

		Retained Surplus	Reserves Cash Backed	Revaluation Surplus	Total Equity
	Note	\$	\$	\$	\$
Balance as at 1 July 2021		461,812,090	62,919,560	224,325,697	749,057,347
Revaluation Surplus Adjustment		0	0	0	0
Correction of Errors	27	231,112	0	(1,384,127)	(1,153,015)
*Restated Balance at 1 July 2021		462,043,202	62,919,560	222,941,570	747,904,332
Comprehensive Income					
Net Result for the period		21,547,838	0	0	21,547,838
Correction of Errors	27	22,858	0	(5,913,561)	(5,890,703)
Other Comprehensive Income		0	0	116,968,093	116,968,093
Total Comprehensive Income		21,570,696	0	111,054,532	132,625,228
Transfer from Reserves		(8,263,781)	8,263,781	0	0
Transfer to Reserves					
*Restated Balance as at 30 June 2022		475,350,117	71,183,341	333,996,102	880,529,560
Comprehensive Income					
Net Result		15,427,936	0	0	15,427,936
Other Comprehensive Income	17	0	0	(2,168,998)	(2,168,998)
Total Comprehensive Income		15,427,936	0	(2,168,998)	13,258,938
Transfer from Reserves Transfer to Reserves		(6,954,840)	6,954,840	0	0
Balance as at 30 June 2023		483,823,213	78,138,181	331,827,104	893,788,498

This statement is to be read in conjunction with the accompanying notes.

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^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Financial Report

For the Year Ended 30 June 2023

Statement of Cash Flows

	Note	2023 Actual	2022 Actual
Cash Flows from Operating Activities		\$	\$
Receipts			
Rates		56,371,297	55,566,251
Grants, Subsidies and Contributions		7,659,946	5,875,276
Fees & Charges		22,510,179	18,960,17 5
Interest Revenue		4,374,036	1,004,063
Goods and Services Tax		8,008,520	7,405,825
Other Receipts		6,655,730	4,989,035
		105,579,708	93,800,625
Payments			
Employee Costs		(35,560,739)	(33,995,104)
Materials and Contracts		(21,641,038)	(23,418,262)
Utility Charges		(2,855,031)	(2,750,011)
Finance Costs		(1,724,165)	(1,237,620)
Insurance Paid		(869,528)	(783,825)
Goods and Services Tax		(7,865,028)	(7,324,129)
Other Payments		(11,026,087)	(5,214,040)
		(81,541,616)	(74,722,991)
Net Cash Provided by / (used in) Operating Activities	18	24,038,092	19,077,634
Cash Flows from Investing Activities			
Payment for Purchase of Property, Plant & Equipment		(14,815,688)	(8,995,166)
Payment for Construction of Infrastructure		(15,350,796)	(22,623,149)
Non-Operating Grants, Subsidies and Contributions		20,907,096	12,646,661
Proceeds from Sale of Property, Plant and Equipment		604,455	257,564
Proceeds from Sale of Non-current Asset Held for Sale		0	2,500,000
Proceeds from Financial Assets at Amortised Costs – Term Deposits		(20,000,000)	(12,500,000)
Proceeds from Self Supporting Loans		177,873	91,238
Net Cash Provided by / (used In) Investing Activities		(28,477,060)	(28,622,852)
Cash Flows from Financing Activities			
Repayment of Borrowings		(4,432,783)	(3,417,757)
Payments of Principal Portion of Lease Liabilities		(251,427)	(489,806)
Advances to Community Groups		0	(1,325,000)
Proceeds from New Borrowings		6,500,000	21,325,000
Net Cash Provided By / (used In) Financing Activities		1,815,790	16,092,437
Net Increase / (Decrease) in Cash Held		(2,623,178)	6,547,219
Cash at Beginning of Year		23,655,454	17,108,235
Cash and Cash Equivalents at the End of the Year	18	21,032,276	23,655,454

This statement is to be read in conjunction with the accompanying notes.

Financial Report

For the Year Ended 30 June 2023

Statement of Financial Activity

		2023	2023	2022
		Actual	Budget	Actual Restated*
	Note	\$	\$	\$
Operating Activities				
Revenue from Operating Activities Rates	28	57,470,528	57,741,408	54,785,774
Grants, Subsidies and Contributions	20	7,443,435	3,432,638	6,166,651
Fees and Charges		22,417,681	19,894,021	19,407,734
Interest Revenue	2(a)	4,374,036	2,019,250	1004,063
Other Revenue	2(0)	609,996	351,906	771,797
Profit on Asset Disposals		200,266	23,632	68,489
Gain on Sale of Non-Current Assets Held for Resale		0	0	461,893
Reversal of Asset Write Off		Ö	0	462,502
Fair Value Adjustment to Financial Assets Through Profit or Loss		6,450	0	11,520
		92,522,392	83,462,855	83,140,423
Expenditure from Operating Activities		(25 500 501)	(26 207 040)	(22.045.502)
Employee Costs		(35,509,581)	(36,307,918)	(33,845,687)
Materials and Contracts		(22,616,412)	(22,164,077)	(19,305,656)
Utility Charges	10(-) 27	(2,855,031)	(2,876,680)	(2,750,011)
Depreciation	10(a),27	(26,481,887)	(27,439,900)	(24,503,340)
Finance Costs		(1,724,165)	(1,722,673)	(1,237,620)
Insurance Other Event liture		(869,528) (10,714,742)	(652,369) (5,544,622)	(783,825)
Other Expenditure		(346,370)	(45,550)	(3,196,840) (748,170)
Loss on Asset Disposals		(101,117,716)	(96,753,789)	(86,371,149)
Non-cash amounts excluded from operating activities	29(a)	32,590,815	27,461,818	24,114,970
Amount attributable to operating activities		23,995,491	14,170,884	20,884,244
Investing Activities				
Inflows from investing activities				
Capital grants, subsidies and contributions		24,023,259	31,102,583	24,801,422
Proceeds from disposal of assets		604,455	613,452	2,757,564
Proceeds from self-supporting loans	30	177,873	189,476	91,240
Outflows from investing activities	•	(4.4.05.4.355)	/40 007 4F41	(0.644.007)
Purchase property, plant and equipment	8	(14,954,755)	(43,827,451)	(8,611,327)
Purchase and construction of infrastructure	9	(15,187,791)	(22,633,157)	(22,623,150)
Amount attributable to investing activities		(5,336,959)	(34,555,097)	(3,584,251)
Non-cash amounts excluded from investing activities	29(b)	(3,167,598)	(5,740,000)	(11,066,960)
Amount attributable to investing activities		(8,504,557)	(40,295,097)	(14,651,211)
Financing Activities				
Inflows from financing activities				
Proceeds from new borrowings	30	6,500,000	6,750,000	21,325,000
Transfers from cash backed reserves		53,101,746	48,698,258	43,870,975
Outflows from financing activities				, ,
Repayment of borrowings	30	(4,432,783)	(4,517,329)	(3,417,758)
Principal elements of finance lease payments		(251,426)	(250,974)	(489,807)
Advance to Community Groups	30	0	(250,000)	(1,325,000)
Transfers to cash backed reserves (restricted assets)		(68,795,118)	(24,477,257)	(68,303,015)
Amount attributable to financing activities		(13,877,581)	25,952,698	(8,339,605)
Movement in Surplus or deficit				
Movement in Surplus or deficit Surplus or deficit at the start of the financial year		341,808	507,353	2,448,380
Amount attributable to operating activities		23,995,491	14,170,884	20,884,244
Amount attributable to operating activities		(8,504,557)	(40,295,097)	(14,651,211)
Amount attributable to financing activities		(13,877,581)	25,952,698	(8,339,605)
Surplus or deficit at the end of the financial year		1,955,161	335,838	341,808
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This statement is to be read in conjunction with the accompanying notes.

^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Financial Report

For the Year Ended 30 June 2023

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Financial Report

For the Year Ended 30 June 2023

1. BASIS OF PREPARATION

The financial report of City of Busselton which is a Class 1 local government comprises general purpose financial statements which have been prepared in accordance with the Local Government Act 1995 and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the Local Government Act 1995 read with the Local Government (Financial Management) Regulations 1996 prescribe that the financial report be prepared in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The Local Government (Financial Management) Regulations 1996 specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for the Statement of Cash Flows and elements of the rate setting information contained in the Statement of Financial Activity, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

The local government reporting entity

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 32 of the financial report.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- Estimated fair value of certain financial assets
- Impairment of financial assets
- Estimation of fair values of land and buildings, infrastructure and investment property
- Estimation uncertainties made in relation to lease accounting
- Estimated useful life of intangible assets

Financial Report

For the Year Ended 30 June 2023

1. BASIS OF PREPARATION (Continued)

Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2020-3 Amendments to Australian Accounting Standards Annual Improvements 2018-2020 and Other Amendments
- AASB 2020-6 Amendments to Australian Accounting Standards Classification of Liabilities as Current or Non-current – Deferral of Effective Date
- AASB 2021-7a Amendments to Australian Accounting Standards Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [general editorials]
- AASB 2022-3 Amendments to Australian Accounting Standards Illustrative Examples for Not-for-Profit
 Entities accompanying AASB 15

These amendments have no material impact on the current annual financial report.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards Classification of Liabilities as Current or Non-current
- AASB 2021-2 Amendments to Australian Accounting Standards Disclosure of Accounting Policies or Definition of Accounting Estimates. This standard will result in a terminology change for significant accounting policies
- AASB 2021-7c Amendments to Australian Accounting Standards Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards Non-current Liabilities with Covenants
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards
- AASB 2022-10 Amendments to Australian Accounting Standards Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities.

The amendments to AASB 2022-10 may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

Except as described above these amendments are not expected to have any material impact on the financial report on initial application.

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Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

2. **Revenue and Expenses**

Revenue Recognition Policy

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	Timing of revenue recognition
Rates	General rates & rates charged for specific defined purposes.	When rates notice is issued.
Operating Grants, Subsidies and Contributions	Community events, minor facilities, research, design, planning evaluation and services. General appropriations and contributions with no reciprocal commitment.	Income from grants that are enforceable and with sufficiently specific performance obligations is recognised as the City satisfies its obligations in the grant agreements. Income from grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when the City has an unconditional right to receive cash which usually coincides with receipt of cash.
Non-Operating Grants, Subsidies and Contributions	Construction or acquisition of recognisable non-financial assets to be controlled by the local government.	Capital grants are recognised as income as the City satisfies its obligations in the grant agreements.
Fees and Charges	Building, planning, development and animal management, having the same nature as a licence regardless of naming. Compliance safety check. Regulatory food, health and safety. Kerbside collection service. Waste treatment, recycling and disposal service at disposal sites. Permission to use facilities and runway. Gym and pool membership. Cemetery services, library fees, reinstatements and private works. Aviation fuel, klosk and visitor centre stock. Fines issued for breaches of local laws.	At a point in time (or over a relatively short period of time) when the services have been provided and payments are received.
Other Revenue	Sale of scrap materials. Insurance claims. Commissions on licencing and ticket sales.	At a point in time when the goods have been transferred and payments are received, or upon receipt of funds.

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2023

2022

City of Busselton

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

		Actual S	Actual S
2.	Revenue and Expenses (Continued)	•	ş
(a)	Revenue (Continued)		
	Revenue Recognition		
	Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:		
	General rates	56,836,404	54,179,561
	Specified area rates	634,124	606,213
	Statutory permits and licences	1,168,971	1,180,350
	Fines	40,413	57,130
	Developer contributions	1,428,306	785,269
		60,108,218	56,808,523
	Assets and services acquired below fair value		
	Contributed assets	5,204,907	12,518,962
		5,204,907	12,518,962
	Interest Earnings		
	- Reserve Funds	2,235,001	224,316
	- Other Funds	1,675,491	344,876
	- Other Interest Revenue	463,544	434,871
		4,374,036	1,004,063
	Fees and Charges Relating to Rates Receivable		
	Charges on Instalment Plans	119,489	115,929
(b)	Expenses		
	Auditors Remuneration		
	- Audit of the Annual Financial Report	60,900	56,820
	- Other Services Certifications	0	5,900
		60,900	62,720
	Finance Costs		
	Long Term Borrowings (refer Note 30(a))	1,710,755	1,206,769
	Lease Interest	13,410	30,851
		1,724,165	1,237,620

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

		Note	2023 Actual \$	2022 Actual \$
3.	Cash and Cash Equivalents			
	Unrestricted		1,713,146	29,696
	Restricted		19,319,130	23,625,758
			21,032,276	23,655,454
	Restrictions			
	The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
	- Cash and cash equivalents - restricted		19,319,130	23,625,758
	 Financial Assets at amortised cost – Term Deposits 	4	94,500,000	74,500,000
			113,819,130	98,125,758
	Reserves – cash/financial asset backed	31	78,138,181	71,183,341
	Cash set aside in Lieu of Parking		358,943	358,943
	Cash set aside in Lieu of Public Open Space		1,410	1,410
	Cash set aside for Roadwork within specific areas, being funds given as a condition of subdivision/development		1,337,256	870,368
	Cash set aside, being unspent specific purpose Government Grants	13	7,845,559	7,019,727
	Cash set aside, being Unspent Loan Funds	30(c)	21,789,593	14,366,377
	Cash set aside for Sundry Restricted	. ,	256,155	256,155
	Cash set aside for Deposits & Bonds	12	4,092,033	4,069,438
	•		113,819,130	98,125,759

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks 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.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours' notice with no loss of interest.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted Financial Assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

		Note	2023 Actual \$	2022 Actual S
4.	Other Financial Assets		•	•
(a)	Current Assets			
• •	Financial assets at amortised cost		94,682,579	74,677,873
	Other Financial Assets at Amortised Costs		94,682,579	74,677,873
	Self-supporting loans		182,579	177.873
	Term Deposit	3	94,500,000	74,500,000
	·		94,682,579	74,677,873
	Held as:		,	, ,,,,,,,,,
	Unrestricted other financial assets at amortised cost		182,579	177,873
	Restricted other financial assets at amortised cost		94,500,000	74,500,000
			94,682,579	74,677,873
(b)	Non-Current Assets		• •	1,011,010
	Financial assets at amortised cost		1,289,331	1,471,909
	Financial assets at fair value through profit and loss		142,607	136,157
	·		1,431,938	1,608,066
	Financial assets at amortised cost			_,,,,,,,,
	Self-supporting loans		1,289,331	1,471,909
			1,289,331	1,471,909
	Financial assets at fair value through profit and loss		. ,	,
	Units in Local Government House Trust		142,607	136,157
			142,607	136.157

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 30(a) as self-supporting loans. Fair value of financial assets at fair value through profit and loss is determined from the net asset value of the units held in trust at balance date as compiled by WALGA.

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The City classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Fair values of non-current financial assets at amortised cost are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 25 (i)) due to the observable market rates.

Interest received is presented under cash flows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit and loss

The City classifies the following financial assets at fair value through profit and loss:

- Debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- Equity investments which the City has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 23.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

		2023 Actual \$	2022 Actual \$
5.	Trade and Other Receivables		
	Current		
	Rates Receivable	1,058,068	1,017,639
	Rates Receivable – Pensioners	21,751	21,187
	Trade and Other Receivables	2,195,408	2,319,748
	GST Receivable	475,565	619,057
		3,750,792	3,977,631
	Non-Current		
	Rates Receivable – Pensioners	393,541	344,503
	Trade and Other Receivables	284,681	195,547
		678,222	540,050

SIGNIFICANT ACCOUNTING POLICIES

Rates and statutory receivables

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

Trade receivables

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

Other Receivables

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non-financial assets.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets. Trade and other receivables are held with the objective to collect the contractual cash flows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

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Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 23.

5.1 Finance Lease Receivables

	2023 Actual	2022 Actual
	\$	\$
Current	309,426	230,175
Non-current	7,672,464	7,704,476
	7,981,890	7,934,651

SIGNIFICANT ACCOUNTING POLICIES

Finance lease receivables

The City is an intermediate lessor and the finance lease receivables relate to properties that the City has subleased to third parties. The City has classified these subleases as finance lease as the subleases are for the whole of the remaining term of the head leases.

Amounts due from the finance leases are recorded as receivables. Finance lease receivables are initially recorded at amounts equal to the present value of the minimum lease payments receivable plus the present value of any unguaranteed residual value expected to accrue at the end of the lease term. Finance lease receipts are apportioned between periodic interest revenue and reduction of the lease receivable over the term of the lease in order to reflect a constant periodic rate of return on the net investment outstanding in the leases.

		2023 Actual \$	2022 Actual \$
6.	Inventories		
	Current		
	Materials	1,272,715	935,800
		1,272,715	935,800
	The following movements in inventories occurred during the year:		
	Balance at beginning of year	935,800	936,902
	Adjustment to inventory	0	0
	Inventories expensed during the year	(208,807)	(114,574)
	Additions to inventory	545,722	113,472
	Balance at end of year	1,272,715	935,800

SIGNIFICANT ACCOUNTING POLICIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

7. Other Assets

		2023 Actual \$	2022 Actual \$
(a)	Other Assets Prepayments	483,906	367,383
(b)	Non-Current Assets Held for Sale	0	0

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Non-current assets held for sale

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Non-current assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value hierarchy set out in Note 25(I).

Contract assets

Contract assets primarily relate to the City's right to consideration for work completed but not billed at the end of the period.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

Property, Plant and Equipment Movements in Balances

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Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land	Buildings	Furniture and equipment	Plant and equipment	Total
*Restated balance at 1 July 2021	47,935,248	66,636,241	4,042,630	15,446,219	
Additions	0	7,078,870	405,559	1,126,898	
Transfers	(74,438)	(1,004,955)	245,005	367,803	
(Disposals)	0	(516,412)	(7,278)	(223,164)	
Depreciation (expense)	0	(2,613,567)	(579,118)	(2,380,102)	
Revaluation Increments/ (Decrements)	12,664,548	47,627,653	0	0	
Correction of Error	(429,075)	(5,484,486)	0	0	
Donated Assets	0	30,000	0	881,376	
Balance at 30 June 2022	60,096,283	111,753,344	4,106,798	15,219,030	
Comprises:					
Gross balance amount at 30 June 2022	60,096,283	112,086,227	5,584,364	21,934,235	
Accumulated depreciation at 30 June 2022	0	(332,883)	(1,477,566)	(6,715,205)	
Balance at 30 June 2022	60,096,283	111,753,344	4,106,798	15,219,030	
Additions	0	12,105,402	880,755	1,968,598	
Transfers	0	127,006	45,585	237,227	
(Disposals)	(280,926)	(53,181)	0	(416,453)	
Depreciation (expense)	0	(2,060,459)	(689,348)	(2,234,740)	
Impairment (Loss)	0	(1,441,167)	0	0	
Balance at 30 June 2023	59,815,357	120,430,945	4,343,790	14,773,661	
Comprises:					
Gross balance amount at 30 June 2023	59,815,357	124,264,935	6,306,053	23,423,044	
Accumulated depreciation at 30 June 2023	0	(2,392,823)	(1,962,263)	(8,649,383)	
Accumulated Impairment loss 30 June 2023	0	(1,441,167)	0	0	
Balance at 30 June 2023	59,815,357	120,430,945	4.343.790	14 773 661	

^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

			City	City of Busselton		
			Final	Financial Report		
			For the Year	For the Year Ended 30 June 2023		
			Notes to and Forming	Notes to and Forming Part of the Financial Report	Report	
∞๋	Property, Plant and Equipment (Continued)	nd Equipment ((Continued)			
(g)	Carrying Value Measurements	easurements				
	Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of last Valuation	Inputs Used
8	Fair Value					
	Land	7	Market approach using recent observable market data for similar properties/ income approach using discounted cash flow methodology	Independent Registered Valuer	June 2022	Price per hectare / market borrowing rate.
	Buildings - Specialised	m	Cost approach using current replacement cost	Independent Registered Valuer	May 2022	Construction costs and current condition, residual values and remaining useful life assessment's inputs.
	Buildings - Non-Specialised	5	Market approach using recent observable market data for similar properties/ income approach using discounted cash flow methodology	Independent Registered Valuer	May 2022	Price per square meter / market borrowing rate.
Lev	rel 3 inputs are bas y have the potenti	sed on assum ial to result in	Level 3 inputs are based on assumptions with regards to future values and patterns of co they have the potential to result in a significantly higher or lower fair value measurement.	s of consumption utilising a	current inform	Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.
Pul Pul	During the period, ther level 2 or level 3 inputs.	iere were no (Its.	changes in the valuation techniques used by the	local government to dete	rmine the fair	During the period, there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.
(E)	Cost Furniture and Equipment Plant & Equipment	ilpment it	N/A N/A	Cost	N/A N/A	N/A N/A
- 20 -				City of Busselton		

			Financial Report				
		For the	For the Year Ended 30 June 2023	ne 2023			
		Notes to and Forming Part of the Financial Report	ming Part of the	Financial Report			
Infrastructure Movements in Balances Movement in the balanc	Infrastructure Movements in Balances Movement in the balances of each class of Infrastructure between the beginning and the end of the current financial year.	en the beginning and the en	d of the current financial	year.			
		Roads Infrastructure	Bridges Infrastructure	Car Parks Infrastructure	Drainage Infrastructure	Other	Total Infrastructure
Balance at 1 July 2021	7 2021	306,702,564	37,862,300	10,496,636	58,894,169	166,797,220	580,752,889
Additions		9,462,386	1,258,488	1,185,864	343,693	10,372,719	22,623,150
(Disposals)		(5,669)	(157,772)	(61,678)	629	496,556	429,838
Depreciation (expense)	pense)	(6,513,008)	(820,595)	(418,219)	(883,973)	(9,826,164)	(18,461,959)
Revaluation Incre	Revaluation Increments/ (Decrements) Donated Assets	29,134,330	12,932,853	995,088	7,246,139	6,367,483	56,675,893
Balance at 30 June 2022	ne 2022	341,528,582	55,004,513	12,197,691	68,070,838	176,635,382	653,437,006
Comprises: Gross balance an	Comprises: Gross balance amount at 30 June 2022	341,528,582	55,004,513	12,197,691	68,070,838	176,635,382	653,437,006
Accumulated de	Accumulated depreciation at 30 June 2022	0	0	0	0	0	
Balance at 30 June 2022	ne 2022	341,528,582	55,004,513	12,197,691	68,070,838	176,635,382	653,437,006
Additions		5,841,495	450,000	412,938	359,379	8,123,979	15,187,791
Transfers		1,298,120	(1,558)	(50,466)	553,765	(2,046,673)	(246,812)
Depreciation (expense)	pense)	(7,628,611)	(1,207,065)	(502,573)	(1,338,187)	(10,582,953)	(21,259,389)
Impairment (Loss)	(5	1 824 962	(727,831)	00	0 396 214	083 721	(727,831)
Balance at 30 June 2023	ne 2023	342,864,548	53,518,059	12,057,590	70,042,009	173,113,466	651,595,672
Comprises: Gross balance an	Comprises: Gross balance amount at 30 June 2023	350,493,159	55,452,955	12,560,163	71,380,196	183,696,420	673,582,893
Accumulated de	Accumulated depreciation at 30 June 2023 Accumulated Impairment loss 30 June 2023	(7,628,611) 0	(1,207,065)	(502,573)	(1,338,187)	(10,582,954)	(21,259,390)
Balance at 30 June 2023	ne 2023	342,864,548	53,518,059	12,057,590	70,042,009	173,113,466	651,595,672

			++			Inputs Used	Construction costs and current condition, residual values and remaining useful life assessments inputs.	Construction costs and current condition, residual values and remaining useful life assessments inputs.	Construction costs and current condition, residual values and remaining useful life assessments inputs.	Construction costs and current condition, residual values and remaining useful life assessments inputs.	Construction costs and current condition, residual values and remaining useful life assessments inputs.	Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.	3 inputs.		
		2023	ancial Repor			Date of last Valuation	June 2022	nt information. If	cture using level	iton					
City of Busselton	Financial Report	For the Year Ended 30 June 2023	Notes to and Forming Part of the Financial Report			Basis of Valuation	Management valuation	Management valuation	Management valuation	Management valuation	Management valuation	of consumption utilising curre	During the period, there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.	City of Busselton	
		For the	o and Fo				current	current	current	current	current	patterns o t.	s to deterπ		
			Notes t			e n	using	using	using	using	using	alues and	dues used		
						Valuation Technique	Cost approach replacement cost	Cost approach replacement cost	Cost approach replacement cost	Cost approach replacement cost	Cost approach replacement cost	regards to future v wer fair value mea	ne valuation techni		
				ed)	nts	Fair Value Hierarchy	m	m	ю	ო	ന	ssumptions with cantly higher or lo	e no changes in th		
				9. Infrastructure (Continued)	(b) Fair Value Measurements	Asset Class	Roads	Bridges	Car Parks	Drainage	Other Infrastructure	Level 3 inputs are based on assumptions with regards to future values and p potential to result in a significantly higher or lower fair value measurement.	During the period, there wer	.22.	

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

10. Fixed Assets

		2023	2022
		Actual	Actual
		\$	\$
(a)	Depreciation		
	Buildings	2,060,459	2,613,567
	Furniture and Equipment	689,348	579,118
	Plant and Equipment	2,234,740	2,380,102
	Infrastructure - Roads	7,628,611	6,513,008
	Infrastructure - Bridges	1,207,065	820,595
	Infrastructure - Car Parks	502,573	418,219
	Infrastructure - Stormwater Drainage	1,338,187	883,973
	Infrastructure - Other	10,582,956	9,826,165
	Right of Use Assets – Furniture and Equipment	237,948	468,593
		26,481,887	24,503,340

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Buildings	40 - 90	Years
Furniture and Equipment	3 - 15	Years
Plant and Equipment	3 - 25	Years
Infrastructure:		
Roads	10 - 60	Years
Bridges	40 - 85	Years
Car Parks	20 - 40	Years
Footpaths & Cycle ways	20 - 50	Years
Parks, Gardens & Reserves & Community Facilities	4 - 80	Years
Drainage	80	Years
Regional Airport & Industrial Park	5 - 60	Years

Revision of useful lives of plant and equipment

During the year the estimated total useful lives of certain items of plant and equipment used in the maintenance of road infrastructure were revised.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

10. Fixed Assets (Continued)

(b) Temporarily idle or retired from use assets

The carrying value of assets held by the City which are temporarily idle or retired from active use and not classified as held for sale are shown in the table below.

	Actual	Actual
	\$	\$
Furniture and equipment	0	0
Plant and equipment	0	0
	0	0

(c) Fully Depreciated Assets in Use

The gross carrying value of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2023	2022
	Actual	Actual
	\$	\$
Furniture and equipment	135,841	130,022
Plant and equipment	3,751,560	2,919,626
	3,887,401	3,049,648

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

10. Fixed Assets (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value (as indicated), less any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with Financial Management Regulation 17A. Where acquired at no cost, the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5). These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Clty includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, and infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date consistent with Financial Management Regulation 17A (4).

Revaluation

The fair value of land, buildings, and infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the City.

At the end of each period, the carrying amount for each asset class is reviewed and, where appropriate, the fair value is updated to reflect current market conditions consistent with Financial Management Regulation 17A(2) which requires land, buildings infrastructure, investment properties and vested improvements to be shown at fair value.

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

10. Fixed Assets (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 10(a).

Impairment

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal

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 in the period in which they arise.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

11. Leases

(a) Right of use assets

Movement in the balance of each class of right-of-use asset between the beginning and end of the current financial year.

		Note	Right of use assets – Furniture and Equipment	Right of use assets - Total
			\$	\$
	Balance at 1 July 2021		811,323	811,323
	Depreciation (expense)	10(a)	(468,593)	(468,593)
	Balance at 30 June 2022		342,730	342,730
	Depreciation (expense)	10(a)	(237,948)	(237,948)
	Balance at 30 June 2023		104,782	104,782
	The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:		2023 Actual	2022 Actual
			\$	\$
	Depreciation expense on right of use assets	10(a)	(237,948)	(468,593)
	Interest expense on lease liabilities	30(d)	(10,861)	(28,459)
	Total amount recognised in the statement of comprehensive income		(248,809)	(497,052)
	Total cash outflow from leases	30(d)	(261,835)	(517,660)
(b)	Lease Liabilities			
	Current		117,396	253,212
	Non-current		72,872	188,483
			190,268	441,695

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 30(d).

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Right-of-use assets - measurement

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

(c) Property subject to lease

The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.

	Actual \$	Actual \$
Less than 1 year	1,234,636	1,137,441
1 to 2 years	1,201,287	1,114,721
2 to 3 years	1,220,671	1,068,125
3 to 4 years	1,145,414	1,032,489
4 to 5 years	1,067,819	1,032,489
> 5 years	26,147,829	27,512,227
-	32,017,656	32,897,492

The City leases properties to external parties with rentals payable monthly. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets.

SIGNIFICANT ACCOUNTING POLICIES

The City as Lessor

Upon entering into each contract as a lessor, the City assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease

Initial direct costs incurred in entering into an operating lease (e.g. legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the City applies AASB 15 to allocate the consideration under the contract to each component.

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Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

		2023 Actual \$	2022 Actual \$
12.	Trade and Other Payables		
	Current		
	Sundry Creditors	1,869,305	1,178,615
	Prepaid Rates	1,015,844	918,088
	Deposits and Bonds	4,092,033	4,069,438
	Accrued Expenses	1,896,343	2,504,616
		8,873,525	8,670,757

SIGNIFICANT ACCOUNTING POLICIES

Financial Liabilities

Financial liabilities are initially recognised at fair value when the City becomes a party to the contractual provisions of the Instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

		2023 Actual	2022 Actual
13.	Other Liabilities	\$	Ś
13.	Contracts/ Grant Liabilities	•	*
13.1	Contract Liabilities	1 000 000	
	Current	1,266,220	1,603,261
	Non-current	9,205,220	7,679,299
		10,471,440	9,282,560
13.1.1	Movement in contract liabilities		
	Reconciliation of changes in contract		
	liabilities	4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	.0 500 000
	Opening balance	9,282,560	10,409,573
	Additions	1,428,305	785,269
	Revenue recognised in the reporting period	(239,425)	(1,912,282)
	Balance at end of period	10,471,440	9,282,560
13.1.2	Expected satisfaction of contract liabilities		
	Income recognition		
	1 year	1,266,220	1,603,261
	1 to 5 years	2,617,860	2,320,640
	Over 5 years	6,587,360	5,358,659
	•	10,471,440	9,282,560
13.2	Grant Liabilities		
	Current	984,500	1,396,224
	Non-current	6,861,059	5,623,503
		7,845,559	7,019,727
13.2.1	Movement in grant liabilities		
	Reconciliation of changes in grant liabilities		
	Opening balance	7,019,727	5,265,121
	Additions	20,217,899	14,042,405
	Revenue recognised in the reporting period	(19,392,067)	(12,287,799)
	Balance at end of period	7,845,559	7,019,727
13.2.2	Expected satisfaction of grant liabilities	-	
	Income recognition		
	1 year	984,500	1,396,224
	1 to 5 years	6,861,059	5,623,503
	Over 5 years	0	0
		7,845,559	7,019,727
- •	The state of the s	tanama antickinal an municat mile	

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer. Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the City's obligations to construct recognisable non-financial assets to identified specifications to be controlled the City which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

13. Other Liabilities (Continued)

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital grant/contribution liabilities (Continued)

Fair values for Non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cash flows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

14. Borrowings

		2023			2022		
	Note	Current	Non- current	Total	Current	Non- current	Total
		\$	\$	\$	\$	\$	\$
Secured							•
Bank Overdrafts		0	0	0	0	0	0
Bank Loans		0	0	0	0	0	٥
Debentures		4,620,953	43,621,202	48,242,155	4,330,300	41,844,638	46,174,938
Total Secured Borrowings	30	4,620,953	43,621,202	48,242,155	4,330,300	41,844,638	46,174,938

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the City of Busselton. Other loans relate to transferred receivables. Refer to Note 5.

The City of Busselton has complied with the financial covenants of its borrowing facilities during the 2023 and 2022 years.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 23.

Details of individual borrowings required by regulations are provided at Note 30(a).

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

15. Employee Related Provisions

	2023	2022
	\$	\$
Current Provisions		
Employee Benefit Provisions		
Annual Leave	1,922,846	1,944,612
Long Service Leave	3,142,018	3,130,471
Other employee Leave Provision	79,317	79,477
	5,144,181	5,154,560
Other provisions		
Employment on-costs	741,009	757,412
	741,009	757,412
Total current employee related provisions	5,885,190	5,911,972
Non-current provisions		
Long Service Leave	507,771	543,348
	507,771	543,348
Other provisions		
Employment on-costs	70,119	77,545
. ,	70,119	77,545
Total non-current employee related provisions	577,890	620,893
Total employee related provisions	6,463,080	6,532,865

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2023	2022	
	\$	\$	
Amounts are expected to be settled on the following basis:			
Less than 12 months after the reporting date	2,956,000	2,687,234	
More than 12 months from reporting date	3,507,080	3,845,631	
-	6,463,080	6,532,865	
Expected reimbursements of employee related provisions from other WA local governments included within other receivables	80,000	68,900	

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The City's obligations for employee's annual leave and long service leave entitlements are recognised as provisions in the statement of financial position

Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Short-term employee benefits (Continued)

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any re-measurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

16.	Other Provisions	2023	2022	
10.	Other Fronzions	Actual	Actual	
		\$	\$	
	**Other Provisions	6,504,000	0	

**Busselton Waste Transfer Station - Contamination

The City of Busselton operates the Rendezvous Road Waste Transfer Station from lots 500 and 27 Rendezvous Road, Vasse (Busselton Waste Transfer Site). The quality of groundwater at and in an area to the north of the Busselton Waste Transfer Site has reduced as a result of legacy issues from the use of this site as a former landfill facility, and also potentially from other historical uses in the area. Groundwater in the area has shown levels of hydrocarbons, metals, nutrients and PFAS above background levels. Provision has been made to deal with the financial impacts caused by these contamination issues.

SIGNIFICANT ACCOUNTING POLICIES

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

17.	Revaluation Surplus		2023 Actual \$	2022 Actual Š	2021 Restated* \$
	Land and Buildings		•	•	•
	Opening Balance		99,403,866	45,025,226	46,409,353
	Revaluation Increment		0	60,292,201	0
	Revaluation Decrement	27	0	(5,913,561)	(1,384,127)
	Impairment Loss		(1,441,168)	0	0
	•		97,962,698	99,403,866	45,025,226
	Furniture & Fittings	-			
	Opening Balance		797,333	797,333	797,333
	Revaluation Increment		Ó	0	0
	Revaluation Decrement		0	0	0
			797,333	797,333	797,333
	Plant and Equipment	-			
	Opening Balance		840,738	840,738	840,738
	Revaluation Increment		0	0	. 0
	Revaluation Decrement		0	0	0
		-	840,738	840,738	840,738
	Roads				
	Opening Balance		151,181,365	122,047,036	122,047,036
	Revaluation Increment		0	29,134,329	0
	Revaluation Decrement		0	0	0
		-	151,181,365	151,181,365	122,047,036
	Bridges				
	Opening Balance		36,394,262	23,461,409	23,461,409
	Revaluation Increment		0	12,932,853	. 0
	Revaluation Decrement		0	0	0
	Impairment Loss		(727,830)	0	0
	•		35,666,432	36,394,262	23,461,409
	Car Parks				
	Opening Balance		6,309,764	5,314,676	5,314,676
	Revaluation Increment		0	995,088	0
	Revaluation Decrement		0	0	0
			6,309,764	6,309,764	5,314,676
	Drainage				
	Opening Balance		21,348,594	14,102,455	14,102,455
	Revaluation Increment		0	7,246,139	0
	Revaluation Decrement		0	0	0
		- 13	21,348,594	21,348,594	14,102,455
	Other Infrastructure				
	Opening Balance		17,720,180	11,352,697	11,352,697
	Revaluation Increment		0	6,367,483	0
	Revaluation Decrement		0	0_	0
		- 17	17,720,180	17,720,180	11,352,697
	All Asset Classes				
	Opening Balance		333,996,102	222,941,570	224,325,697
	Revaluation Increment		0	116,968,093	0
	Revaluation Decrement		0	(5,913,561)	(1,384,127)
	Impairment Loss		(2,168,998)	0	0
	Total Assets Revaluation Surplus		331,827,104	333,996,102	222,941,570

^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

18. Notes to the Statement of Cash Flows

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

		2023 Actual \$	2022 Actual \$
	Cash and Cash Equivalents	21,032,276	23,655,454
	Restrictions		
	The following classes of financial assets have restrictions imposed		
	by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:		
	Cash and cash equivalents	19,319,130	23,625,758
	Financial assets at amortised cost	94,500,000	74,500,000
		113,819,130	98,125,758
	The restricted financial assets are a result of the following specific purposes to which the assets may be used:		
	Restricted reserve accounts	78,138,181	71,183,341
	Contract liabilities	1,697,609	1,230,721
	Capital grant liabilities	7,845,559	7,019,727
	Unspent loans	21,789,593	14,366,377
	Other Restricted accounts	4,348,188	4,325,593
	Total restricted financial assets	113,819,130	98,125,759
(b)	Reconciliation of Net Cash Provided By Operating Activities to Net Result		
	Net Result	15,427,936	21,570,696
	Non-cash flows in Net result:		
	Depreciation	26,481,887	24,503,340
	(Profit) / Loss on Sale of Asset	146,104	679,681
	Revaluation Adjustment Non-Cash Contributions	(6,450) (5,204,908)	(924,395) (12,518,962)
		(0)20-1,500)	(12,518,502)
	Changes in assets and Liabilities:		
	(Increase) / Decrease in Receivables	(632,917)	(1,150,925)
	(Increase) / Decrease in Inventories	(384,154)	1,102
	Increase / (Decrease) in Payables	668,766	(948,531)
	Increase / (Decrease) in Provisions	6,434,213	(115,299)
	Non-operating Grants and Contributions for the Development of Assets	(18,892,385)	(12,019,073)
	Net Cash from Operating Activities	24,038,092	19,077,634

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

		2023 Actual \$	2022 Actual \$
18.	Notes to the Statement of Cash Flows		
(c)	Undrawn Borrowing Facilities Credit Standby Arrangements		
	Electronic Payaway Facility	850,000	850,000
	Electronic Payaway Facility at Balance Date	0	0
	Credit card limit	50,000	50,000
	Credit card balance at balance date	(23,916)	(28,053)
	Total amount of credit unused	876,084	871,947
	Loan facilities		
	Loan facilities - current	4,620,953	4,330,300
	Loan facilities - non-current	43,621,202	41,844,638
	Total facilities in use at balance date	48,242,155	46,174,938

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

19. Contingent Liabilities

19.1 Contaminated Sites

Under the Contaminated Sites Act 2003, the City is required to report known and suspected contaminated sites to the Department of Water and Environmental Regulation (DWER). In accordance with the Act, DWER classifies these sites on the basis of the risk to human health, the environment and environmental values. Where sites are classified as 'contaminated – remediation required' or 'possibly contaminated – investigation required', the City may have a liability in respect of investigation or remediation expenses.

DWER has classified 11 sites as 'possibly contaminated – investigation required'. Until the City conducts an investigation, it is not possible to estimate the potential financial effect or to identify the uncertainties relating to the amount or timing of any outflows.

19.2 Third party claims against the City

The Council is involved in various claims made by third parties in the course of and incidental to the ordinary course of business. In many instances the Council believes it is appropriately covered for these claims through its insurance coverage. It is not possible to estimate the amounts of any eventual payments which may be required in relation to any of these claims and disclosure of further information in relation to actual or potential litigation could prejudice the City's position.

19.3 Jetstar Cash Incentive

Per the Air Services Agreement between the City and Jetstar, the City is required to incentivise and underwrite Jetstar's 3-weekly services to Melbourne, up to an agreed maximum value. The Jetstar flights commenced in April 2022 following the reopening of the WA State border.

At the end of the reporting period, it is acknowledged that there is a possibility that the City may have a liability in relation to the cash subsidy arrangement, if Jetstar's actual revenue is less than the agreed required revenue for the periods in the agreement.

The City is unable to reliably estimate the financial effects, if any, at this time.

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

20. Capital Commitments

	2023 Actual	2022 Actual
Capital Expenditure Commitments	\$	\$
Contracted for:		
Capital projects		
- Busselton Performing Arts and Convention Centre	24,948,129	33,476,638
- Mitchell Park	0	36,760
- Dunsborough Lakes Sports Precinct	208,114	509,635
- Vasse Sports Oval Lighting	136,117	0
- Lower Vasse River Sediment Removal	84,850	0
- Hotel Site Car Parking	25,500	0
- Rotary Park War Memorial	14,608	0
- Churchill Park	0	188,620
- Bovell Construction Works	0	190,123
- Construction of Youth Hub in Dunsborough	0	36,146
- Other	0	17,573
	25,417,318	34,455,495
Payable:		
- not later than one year	25,417,318	34,455,495
- later than one year but not later than five years	0	0

The capital expenditure projects outstanding at the end of the current reporting period represent construction works associated with the above stated projects.

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

21. Related Party Transactions

		2023 Actual \$	2023 Budget \$	2022 Actual \$
(a)	Elected Members Remuneration	•	•	*
	The following fees, expenses and allowances were paid to council members and the mayor.			
	Mayor's Annual Allowance	91,99	7 91,997	89,261
	Mayor's Sitting Fees	48,70	4 48,704	47,256
	Mayor's Communication Allowance	3,50	0 3,500	3,481
	Mayor's Other Allowances	51	6 0	435
		144,71	7 144,201	140,433
	Deputy Mayor's Allowance	22,99	9 22,999	22,315
	Deputy Mayor's Sitting Fees	32,47	0 32,470	41,051
	Deputy Mayor's Travelling Allowance		0 0	3,177
	Deputy Mayor's Communication Allowance	3,50	0 3,500	4,536
	Deputy Mayor's Other Allowances		0 0	227
		58,96	9 58,969	71,306
	All other Council Member's Sitting Fees	227,29	0 227,290	211.851
	All other Council Member's Travelling Allowance	10,58	4 0	3,923
	All other Council Member's Communication Allowance	24,50	0 24,500	23,407
	All other Council Member's Other Allowances	29	4 0	996
		262,66	8 251,790	240,177
	Balance of allowances to be allocated upon claims		0 15,903	0
	:	21(b) 466,35	4 470,863	451,916

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

21. Related Party Transactions (Continued)

(b) Key Management Personnel (KMP) Compensation

The total of remuneration paid to KMP of the City during the year are as follows:

	2023	2022
	Actual	Actual
	\$	\$
Short-term Employee Benefits	1,181,915	1,140,011
Post-employment Benefits	125,446	126,502
Employee - Other Long-term Benefits	77,765	109,532
Employee - Termination Benefits	0	0
Council Member Costs 21(a)	466,354	451,916
	1,851,480	1,827,961

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of providing for the City's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service benefits accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP.

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

(c) Transactions with Related Parties

Transactions between related parties and the City are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	2023	2022
	Actual	Actual
	\$	\$
Purchase of goods and services	310,000	55,000
Payment of Council member costs (Refer to Note 21(b))	466,354	451,916

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

21. Related Party Transactions (Continued)

The City's main related parties are as follows:

i Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel and are detailed in Notes 21 (a) and (b).

ii Other Related Parties

An associate person of KMP employed by the City under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the City.

iii Entities subject to significant influence by the City

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

22. Joint Arrangements

The City of Busselton has not been involved in any joint arrangements during the reporting period.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

23. Financial Risk Management

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. The Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest Rate Risk

Cash and Cash Equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed Interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amount	Fixed Interest Rate	Variable Interest Rate	Non-Interest Bearing
	%	\$	\$	\$	\$
2023					
Cash and Cash Equivalents	4.00%	21,032,276	0	21,010,331	21,945
Financial Assets at Amortised Cost – Term Deposits	4.64%	94,500,000	94,500,000	0	0
2022					
Cash and Cash Equivalents	0.80%	23,655,454	7,172,965	16,460,644	21,845
Financial Assets at Amortised Cost — Term Deposits	1.40%	74,500,000	74,500,000	0	0

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

- 23. Financial Risk Management (Continued)
- (a) Interest Rate Risk (Continued)

Cash and Cash Equivalents (Continued)

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

2023	2022
Actual	Actual
\$	\$
210.103	164.606

Impact of a 1% movement in interest rates on profit and loss and equity*

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 30.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

23. Financial Risk Management (Continued)

(b) Credit Risk

Trade and Other Receivables

The City's major trade and other receivables comprise contractual non-statutory user fees and charges, grants, contributions and reimbursements. The major risk associated with these receivables is credit risk—the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade and other receivables. To measure the expected credit losses, receivables from grants, contributions and reimbursements are separated from other trade receivables due to the difference in payment terms and security.

The expected loss rates are based on the payment profiles of trade and other receivables over a period of 36 months before 1 July 2022 or 1 July 2023 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of users to settle the receivables.

The loss allowance as at 30 June 2023 and 30 June 2022 was determined as follows for trade and other receivables.

	Less than 1 year past due	More than 1 year past due	More than 2 year past due	More than 3 year past due	Total
30 June 2023	, car past cos	,	, our pass and	/	
Rates receivable					
Expected credit loss	0%	0%	0%	0%	
Gross carrying amount	838,611	93,808	40,672	84,976	1,058,067
Loss allowance	0	0	0	0	0
Trade and other receivables					
Expected credit loss	0%	0.01%	0.05%	0.06%	
Gross carrying amount	2,185,593	152,143	136,656	5,698	2,480,090
Loss allowance	0	11	66	3	80
30 June 2022					
Rates receivable					
Expected credit loss	0%	0%	0%	0%	
Gross carrying amount	747,486	236,682	120,561	(87,090)	1,017,639
Loss allowance	0	0	0	0	0
Trade and other receivables					
Expected credit loss	0.01%	0.05%	0.06%	0.00%	
Gross carrying amount	2,449,091	0	66,204	0	2,515,295
Loss allowance	178	0	40	0	218

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

23. Financial Risk Management (Continued)

(c) Liquidity Risk

Payables and Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 18(c).

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

				Total	
	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	contractual cash flows \$	Carrying Values \$
2023					
Payables	8,873,525	0	0	8,873,525	8,873,525
Borrowings	6,309,548	23,067,621	31,082,215	60,459,384	48,004,633
Lease Liability	117,396	72,872	0	190,268	190,268
	15,300,469	23,140,493	31,082,215	69,523,177	57,068,426
2022					
Payables	8,670,757	0	0	8,670,757	8,670,757
Borrowings	5,948,457	22,455,912	28,421,553	56,825,922	46,174,937
Lease Liability	337,904	117,085	0	454,989	441,694
	14,957,118	22,572,997	28,421,553	65,951,668	55,287,388

24. Events occurring after the end of the reporting period

There were no events subsequent to the reporting date that materially impact on this financial report.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

25. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) 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 (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform to changes in presentation for the current financial year. When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest revenue

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

25. OTHER SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the City's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

26. Function and Activity

(a) Service objectives and descriptions

City operations as disclosed in these financial statements encompass the following service orientated functions and activities.

<u>Objectives</u> <u>Description</u>

General Purpose Funding

To collect revenue to allow for the provision of services.

Rates, other general purpose government grants, and interest revenue.

Governance

To provide decision making process for the efficient allocation of scarce resources.

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance to the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific local government services.

Law, Order and Public Safety

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various by-laws, fire prevention, animal control and emergency services. Local government also provides assistance to surf lifesaving efforts.

Health

To provide an operational framework for environmental and community health.

Inspections of food outlets and their control, noise control, waste disposal compliance, mosquitoes and stingers control.

Education and Welfare

To provide services for the elderly, children and youth.

Annual donation to the operation of a Senior Citizen's Centre.

Housing

To provide and maintain elderly residents housing.

To provide and maintain elderly residents The operation of three sets of elderly residents homes.

Community Amenities

To provide services required by the community.

Includes rubbish collection and disposal services, recycling initiatives, septic tank inspection services, urban stormwater drainage networks, environmental protection initiatives, operation of three cemeteries, town scaping facilities, as well as the administration of the Town Planning Scheme and associated policies and obligations.

Recreation and Culture

To establish and effectively manage infrastructure and resources which will help the social well-being of the community.

Maintenance of halls, swimming areas and beaches, various reserves, recreation programs, the Busselton Jetty, the operation of the two Libraries, the maintenance and operation of the two Leisure Centres, and the employment of a Cultural Development Officer.

Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

- 26. Function and Activity (Continued)
- (a) Service objectives and descriptions (Continued)

Objectives (Continued)

Description (Continued)

Transport

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, bridges, drainage, footpaths, cycle ways, parking facilities, traffic signs and depot. Also includes cleaning of streets, maintenance of street trees, street lighting etc. Control and maintenance of a regional airport.

Economic Services

To help promote the City and its economic wellbeing.

The regulation and provision of tourism initiatives, the maintenance and operation of a caravan park and the implementation of building controls. Provision of rural services including weed control, vermin control and standpipes.

Other Property and Services

To monitor and control Council's overheads operating accounts.

Private works operation, plant repair and operation costs and engineering operation costs.

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

26. Functions and Activities (Continued)

(b) Income and Expenses

Income and Expenses		
	2023	2022
	Actual	Actual
	\$	\$
Income excluding grants, subsidies and contributions and		
capital grants, subsidies and contributions		
General Purpose Funding	61,655,923	55,645,773
Governance	20,735	528,433
Law, Order & Public Safety	234,416	212,906
Health	713,531	606,494
Education and Welfare	26,887	214
Housing	541,123	528,687
Community Amenities	10,699,302	10,654,214
Recreation and Culture	3,304,485	3,052,761
Transport	4,837,304	3,013,596
Economic Services	2,965,408	2,408,917
Other Property and Services	79,843	321,777
other rioperty and services	85,078,957	76,973,772
Grants, subsidies and contributions and capital grants,	03,070,337	70,313,112
subsidies and contributions		
General Purpose Funding	3,595,936	3,207,562
Governance	109,842	208,375
	1,172,987	1,686,280
Law, Order & Public Safety	75,111	101,303
Health	,	
Education and Welfare	218,953	8,723
Housing	3,740	4,321
Community Amenities	266,882	986,821
Recreation and Culture	14,475,482	6,845,688
Transport	11,142,971	17,415,929
Economic Services	53,477	19,390
Other Property and Services	351,313	483,681
	31,466,694	30,968,073
Total Income	116,545,651	107,941,845
Expenses		
General Purpose Funding	(1,239,092)	(1,507,571)
Governance	(6,342,511)	(8,297,705)
Law, Order & Public Safety	(3,032,514)	(3,518,190)
Health	(1,391,558)	(1,377,970)
Education and Welfare	(743,946)	(188,420)
Housing	(347,468)	(617,476)
Community Amenities	(20,993,664)	(14,488,180)
Recreation and Culture	(30,610,092)	(25,628,552)
Transport	(28,120,200)	(25,319,862)
Economic Services	(4,621,784)	(3,841,238)
Other Property and Services	(3,674,886)	(1,585,985)
Total Expenses	(101,117,715)	(86,371,149)
Net Result for the Period	15,427,936	21,570,696
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Financial Report

For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

26. Functions and Activities (Continued)

(c) Total Assets Classified by Function and Activity

	2023	2022
	Actual	Actual
	\$	\$
General Purpose Funding	3,825,807	2,683,446
Governance	30,184,471	31,248,508
Law, Order & Public Safety	8,460,478	8,495,541
Health	354,463	229,369
Education and Welfare	2,376,524	2,324,952
Housing	5,675,859	5,292,759
Community Amenities	45,157,346	47,496,302
Recreation and Culture	236,258,073	216,747,332
Transport	603,251,520	598,231,912
Economic Services	6,348,170	5,055,635
Other Property and Services	13,598,828	14,992,097
Unallocated	26,886,986	25,854,250
	982,378,525	958,652,103

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For the Year Ended 30 June 2023

Notes to and Forming Part of the Financial Report

27. Prior Period Corrections

- After conducting an internal review of all City owned buildings it was identified that City does not have ownership or control over some third party buildings (leasehold improvements on land that is leased to community groups, that has not yet ceded to the City) to the value of \$6,637,501. An adjustment was made to remove this value of the buildings (adjusted for depreciation) from the City's accounts, to ensure compliance with accounting standard AASB 116.
- 2. After conducting an Internal review of all City owned land, it was identified that the City held on its asset register an incorrectly classified freehold land parcel, valued at \$710,000 that no longer belongs to the City (Lot 121 Kent Street), and was disposed of in prior periods. This was made up of the initial overstatement of land on the City's accounts (offset by the asset revaluation reserve), for sold portion, of \$429,075 (2021/22), plus the subsequent ceding of the remaining portion of the land to the State being \$280,925 in 2022/23.

	Ref	As reported previously	Adjustment	Restated*
		\$	\$	\$
1 July 2021				
Statement of Financial Position				
Non-current Assets				
Property, Plant and Equipment	1	135,213,353	(1,153,015)	134,060,338
Equity				
Retained Surplus	1	461,812,090	231,112	462,043,202
Revaluation Surplus	1	224,325,697	(1,384,127)	222,941,570
30 June 2022				
Statement by Comprehensive Income				
Depreciation on Non-Current Assets	1	(24,526,198)	22,858	(24,503,340)
Statement of Financial Position				
Non-current Assets				
Property, Plant and Equipment	1,2	198,219,172	(7,043,717)	191,175,455
Equity				
Retained Surplus	1	475,096,147	253,970	475,350,117
Revaluation Surplus	1,2	341,293,790	(7,297,687)	333,996,103

^{*} Restated for correction of prior period errors relating to City owned land and buildings.

		<u></u>	Financial Report						
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	ŭ	or the Year	For the Year Ended 30 June 2023	e 2023					
Rating Information – 2022/23 Financial Year Rates									
Rate Type	Rate in	Number of Properties	Actual Rateable Value \$	Actual Rate Revenue	Interim Rates	Actual Total Revenue	Budget Rate Revenue	Budget Interim Rate	Budget Total Revenue
Differential General Rate GRV-Residential GRV. Posidontial Holldon Homes	0.082183	14,403	337,747,416	27,757,103	379,490	28,136,593	27,757,020		27,757,020
GRV-hesideritial nonday nomes GRV-industrial	0.114991	460	22.968.105	2.641.123	103,374	1,886,904 2,669,691	1,783,530	0 0	1,783,530
GRV-Commercial	0.108007	1,320	80,759,071	8,722,538	(303)	8,722,235	8,722,538	0	8,722,538
GRV–Residential Vacant GRV–Industrial Vacant	0.082183	226	7,748,140	636,764	136,492	773,256	636,764	0 (636,764
GRV-Commercial Vacant	0.108007	7 K	2,912,852	314,608	(73,733)	240,875	314,608	0	314,608
UV-Holiday Home	0.003862	111	61,421,000	237,207	(117,570)	119,637	237,207	0	237,207
UV-Primary Production	0.004065	1 425	669,091,000	2,719,853	(35,077)	2,684,776	2,719,853	0 (2,719,853
UV-Commercial	0.007483	1,425	109,393,000	3,340,143 818,588	(2,594)	3,403,234 815,994	3,340,143	00	3,340,143 818,588
Interim Rates							0	743,689	743,689
Sub-Totals	Minimum \$	19,723	2,155,998,804	49,104,131	476,393	49,580,607	49 104 131	743,689	49,847,820
Minimum Differential General Rate GRV-Residential	1.460	1.436	23.839.280	2.096.560	0	2.096.560	2.096.560	c	2 096 560
GRV- Residential Holiday Homes	1,517	30	477,360	45,510	0	45,510	45,510	0	45,510
GRV-Industrial	1,460	13	198,132	27,740	0 (27,740	27,740	0	27,740
GRVCommercial GRVResidential Vacant	1,460	1 188	5,381,589	1 734 480	0 0	1 734 480	934,400	0 0	934,400
GRV-Industrial Vacant	1,460	0	0	0	0	0	0	0	0
GRV-Commercial Vacant	1,460	54	368,340	78,840	0	78,840	78,840	0	78,840
UV-Holiday Home	1,754	63	25,737,000	110,502	0 (110,502	110,502	0	110,502
UV-Primary Production	1,460	1 005	259 687 700	3/5,220	00	375,220	375,220	0 0	375,220
UV-Commercial	1,460	90	4,873,769	131,400	0	131,400	131,400	0	131,400
Sub-Totals		4,782	398,475,140	7,136,622	0	7,136,622	7,136,622	0	7,136,622
Other Adjustments Total Amount Baised from General Rates						119,175			127,140
Specified Area Rate (refer note 28(b))						634.124			928 969
Totals						57,470,528			57.741.408
L. L	1				J			,	

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For the Year Ended 30 June 2023

28(b) Specified Area Rate

	Rate in \$	Basis of Rate	Rateable Value \$	Rate Revenue \$	Budget Rate Revenue \$	Applied to Costs \$	Budget Applied to Costs \$
Port Geographe Rate Interim Rate	0.013492	GRV	17,613,802	237,645 2,495	237,645 0	237,645 2,495	237,645 0
• Interim Rate				240,140	237,645	240,140	237,645

	Rate in	Basis of Rate	Rateable Value \$	Rate Revenue \$	Budget Rate Revenue \$	Applied to Costs \$	Budget Applied to Costs \$
Provence							
 Rate 	0.012309	GRV	16,053,490	197,603	197,603	197,603	197,603
• Rate	0.000144	UV	5,505,000	793	793	793	793
Interim Rate	,			414	0	414	0
				198,810	198.396	198.810	198.396

		Rate in	Basis of Rate	Rateable Value \$	Rate Revenue \$	Budget Rate Revenue \$	Applied to Costs \$	Budget Applied to Costs \$
Vasse •	Rate	0.015269	GRV	12,691,480	193,785	193,785	193,785	193,785
•	Interim Rate				1,388	0	1,388	0
					195,173	193,785	195.173	193.785

The purpose of the Specified Area Rates is disclosed in note 31 "Purpose of Reserves".

28(c) Service Charges

	Amount of Charge	Revenue Raised \$	Budget Revenue \$	Applied to Service Costs \$	Budget Applied to Costs \$
Nil	0	0	0	0	0
	L	0	0	0	0

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For the Year Ended 30 June 2023

28(d) Discounts, Incentives, Concessions & Write-offs

	Туре	Discount %	Total Cost / Value \$	Budget Cost / Value \$
Other	Adjustment	0	89	127,140
Write-offs	Write-off	0	5,811	. 0
			5,900	127,140

28(e). Interest Charges and Instalments

Instalment options	Date due	instalment plan admin charge \$	Instalment plan interest rates %	Unpaid rates interest rates %
OPTION ONE				
Single full payment OPTION TWO	16/09/2022	0	0.0%	7.0%
(Four equal or near equal bi-monthly instalments)				
First instalment	16/09/2022	0	5.5%	7.0%
Second instalment	16/11/2022	6.30	5.5%	7.0%
Third instalment	16/01/2023	6.30	5.5%	7.0%
Fourth instalment	16/03/2023	6.30	5.5%	7.0%
OPTION THREE	First			
40 equal or near equal weekly instalments	payment date	31.30	5.5%	
OPTION FOUR	16/09/2022 First	31.30	3.3%	7.0%
20 equal or near equal fortnightly instalments	payment date			
	16/09/2022	26.20	5.5%	7.0%
OPTION FIVE	First			
10 equal or near equal monthly instalments	payment date	21.10	F 50/	
	16/09/2022	21.10	5.5%	7.0

	Actual Revenue 2023 \$	Budgeted Revenue 2022 \$
Interest on Unpaid Rates	159,144	150,000
Interest on Instalments Plan	304,400	259,250
Charges on Instalment Plan	119,489	122,966
	583,033	532,216

Financial Report

For the Year Ended 30 June 2023

28(e) Interest Charges and Instalments (Continued)

Five separate payment option plans will be made available to all ratepayers for the payment of their rates.

OPTION 1 (Full Payment)

Full amount of rates and charges including arrears to be paid on or before 16th September 2022 or 35 days after the date of service appearing on the rate notice whichever is the later.

OPTION 2 (4 Instalments)

First instalment to be received on or before 16th September 2022 or 35 days after the date of service appearing on the rate notice whichever is the later and including all arrears and service charges and one quarter of the current rates. The second, third and fourth instalments of the current rates are to be made on or before dates shown below:

1st Instalment 16th September 2022
 2nd Instalment 16th November 2022
 3rd Instalment 16th January 2023
 4th Instalment 16th March 2023

OPTION THREE

40 equal or near equal weekly instalments

OPTION FOUR

20 equal or near equal fortnightly instalments

OPTION FIVE

10 equal or near equal monthly instalments

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period.

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer.

Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

Financial Report

For the Year Ended 30 June 2023

29 Dete	rmination	of Cumblue	or Doficit

		Note	2022/23 Actual (30 June 23 Carried Forward)	2022/23 Budget (30 June 23 Carried Forward)	2021/22 Actual (Restated)* (30 June 22 Carried Forward)
		11010	\$	s	Ś
(a)	Non-cash amounts excluded from operating activities		•	,	*
	The following non-cash revenue or expenditure has been excluded fro to operating activities within the Statement of Financial Activity in acc Management Regulation 32. Adjustments to operating activities				
	Less: Profit on asset disposals Add: Loss on disposal of assets		(200,266) 346,370	(23,632) 45,550	(68,489) 748,170
	Less: Fair value adjustments to financial assets at fair value through		2 13,213	.0,000	7-70,270
	profit and loss		(6,450)	0	(935,915)
	Add: Depreciation on non-current assets	10(a)	26,481,887	27,439,900	24,503,340
	Non-cash Movements in Non-Current Assets and Liabilities Less: Movement in finance leases		(47 220)		
	Movement in Long Term Debt		(4 7,2 38) (89,134)	0	0
	Movement in pensioner deferred rates (non-current)	5	(49,037)	0	(16,835)
	Movement in employee benefit provisions	15	(69,787)	ō	314,699
	Movement in Other provisions	16	6,504,000	0	(430,000)
	Movement Other		(279,530)	0	0
	Non cash amounts excluded from operating activities		32,590,815	27,461,818	24,114,970
(b)	Non-cash amounts excluded from investing activities				
	The following non-cash revenue or expenditure has been excluded fro to investing activities within the Statement of Financial Activity in accommanagement Regulation 32.				
	Non-cash grants and contributions for assets	2	(5,204,907)	(5,740,000)	(12,518,962)
	Movement in liabilities associated with restricted cash		2,037,309	0	1,452,003
	Non cash amounts excluded from investing activities		(3,167,598)	(5,740,000)	(11,066,959)
(c)	Surplus/(deficit) after imposition of general rates				
,-,	The following current assets and liabilities have been excluded from the in the Statement of Financial Activity in accordance with Financial Marto agree to the surplus/(deficit) after imposition of general rates.				
	Adjustments to net current assets				
	Less: Reserves/ Restricted Cash	3	(113,819,130)	(73,739,212)	(98,125,758)
	Less: Financial assets at amortised cost - self-supporting loans	4(a)	(182,579)	(189,475)	(177,873)
	Less: Other Assets	7(a)	(483,906)	(350,000)	(367,384)
	Less - Current portion of lease receivables	5.1	(309,426)	(300,000)	(230,175)
	Add: Current liabilities not expected to be cleared at end of year				
	- Current portion of borrowings	14	4,620,953	4,500,000	4,330,300
	- Current portion of contract liability held in reserve/ restricted cash	13.1	1,266,220	2,000,000	1,603,261
	- Current portion of grant liability held in reserve/ restricted cash	13.2	984,500	800,000	1,396,224
	- Current portion of deposits and bonds held in restricted cash	12	4,092,033	4,069,438	4,069,438
	- Current portion of lease liabilities	11(b)	117,396	114,652	253,212
	- Current portion of employee benefit provisions	15	5,885,190	5,884,972	5,911.973
	- Current portion of other provisions	16	6,504,000	0	0
	Total adjustments to net current assets		(91,324,749)	(57,209,625)	(81,336,782)
	Net current assets used in the Statement of Financial Activity		(,,- i)	,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	Total current assets		121,531,694	78,438,212	103,844,316
	Less: Total current liabilities		(28,251,784)	(20,892,749)	(22,165,726)
	Less: Total adjustments to net current assets		(91,324,749)	(57,209,625)	(81,336,782)
	Net current assets used in the Statement of Financial Activity		1,955,161	335,838	341,808
* D	total refer to pate 37 for correction of prior period errors relating to	Na	المارددورا		341,808

* Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

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				Fort	Financial Report For the Year Ended 30 June 2023	al Keport ded 30 Jun	e 2023						
30. (a)	. Borrowings and Lease Liabilities Borrowings Particulars	Borrowing	<u>분</u> %	Maturity Date	Principal 1 July 2022	New Loans 2022/23 Budget	New Loans 2022/23 Actual	Principal Repayment 2022/23 2022/ Budget Actus	payment 2022/23 Actual	Principal 2022/23 Budget	pal 2022/23 Actual	Interest Repayment 2022/23 2022/ Budget Actu	2022/23 Actual
U	Administration Loan #207 Civic and Administration Centre	WATC	4.51	06/34	12,595,043	0	0	810,406	810,406	11,784,637	11,784,637	554,459	554,359
00000000000000000000000000000000000000	Recreation & Culture Loan #202 Gettlemenal Heating GLC Loan #208 Bussethern Foreshore Loan #208 Bussethern Foreshore Loan #208 Bussethern Foreshore Loan #208 Bussethern Foreshore Loan #218 Bussethern Foreshore Loan #212 Bussethern Foreshore Loan #213 Bussethern Foreshore Loan #213 Bussethern Foreshore Loan #213 Bussethern Foreshore Loan #213 Bussethern Foreshore Jetty Precinct Loan #214 Dustsoorough & Districts Country Club Loan #215 Bussethern Foreshore Jetty Precinct Loan #210 Bussethern Foreshore Jetty Precinct Loan #218 Bussethern Tennis Club Loan #220 Bussethern Tennis Club Loan #221 Bussethern Hockey Club Stadium Loan #222 Bussethern Hockey Club Stadium Loan #223 Bussethern Hockey Club Stadium Loan #223 Bussethern Hockey Club Stadium Loan #224 Bergreabhe Bay Vacht Club Loan #225 Performing Arts/Convention Centre Loan #228 Performing Arts/Convention Centre Loan #228 Performining Arts/Convention Centre Loan #228 Performining Arts/Convention Centre Loan #229 Performining Arts/Convention Centre Loan #229 Performing Arts/Convention Centre Loan #220 Performing Arts/Convention Centre Loan #220 Performing Arts/Convention Centre Loan #220 Performing Arts/Convention Centre	WATC WATC WATC WATC WATC WATC WATC WATC	8.88 8.89 8.89 8.89 8.89 8.89 8.89 8.89	06/23 06/29 06/29 06/27 06/27 06/27 06/29 06/39 06/39 06/39 06/39 06/39 06/39 06/39 06/39 06/39 06/39 06/39 06/39 06/39	63,421 604,663 279,840 9,705 3,061,200 1,003,817 61,291 1,755,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,775,027 1,776 4,777,07 4,777,07 4,860,472 0,000,000 5,000,000 5,000,000	250,000 6,500,000	00000000000000000000000000000000000000	63,421 75,559 137,191 569,678 393,889 11,530 10,114 10,114 10,955 244,951 126,769 121,072 7,107 7,107 4,883 4,530 4,530 110,807 110,80	63,421 75,559 137,191 393,889 11,590 10,134 10,134 10,555 244,951 269,446 1156,769 121,072 7,107 4,530 4,530 45,500 45,000 284,085 10,487 110,897 110,897 110,897 110,897 110,897	0 529,104 142,649 6,564 6,09,228 6,09,228 43,650 1,380,528 1,485,531 864,338 864,338 864,338 1,704 4,704 4,315,072 4,576 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,316,072 4,704 4,705 4,706	0 142,649 142,649 1,554 1,554 1,554 1,350	1.585 25,139 8,959 8,959 101,430 11,736 1,736 4,987 9,879 9,879 1,987 1,	1,579 25,130 8,955 8,051,58 10,137 1,719 1,508 1,1719 1,018
υu	Transport Loan #206 Airport Jet A1 Installation Loan #219 Air Freight Hub Stage 1	WATC	3.92	06/24 06/29	81,620 1,073,077	00	00	40,014 143,350	40,014	41,606 929,726	41,606 929,728	2,616	2,612 22,524
U	Other Property and Services Loan #210 Lot 40 Vasse Highway Total - Council and Self-supporting Loans	WATC	3.61	12/25	850,000	000,057,8	000'005'9	4,517,330	4,432,783	850 000	850,000	30,685	30,685
ON	Council Loans are financed by general purpose revenue. Self-Supporting Loans are financed by gayments from third gartles.	parties.			44,525,156 1,649,782 46,174,938	6.500.000	6.500,000	4,327,854 189,476 4,517,330	4,254,910 177,873 4,432,783	46.697.301 1.710.306 48,407,607	46.770.245 1.471.910 48,242,155	1.667.916 43.895 1,711,811	1,668.983

			Ü	City of Busselton	elton						
				Financial Report	port						
		ш.	or the Y	For the Year Ended 30 June 2023	30 June 202	ξij					
30.	. Borrowings and Lease Liabilities (continued)										
a	New Borrowings - 2022/23			:							
		Actual Burdowed	Owed	Institution	Loan Type	(Veare)	Total Interest	Interest Rate %	Amoun		Balance
	Particulars / Purpose		\$			forman		o annu	S S	c jagnne	
	Loan #230 Performing Arts/Convention Centre Loan #New Community Groups	6,500,000 6,5	6,500,000	WATC	Debenture Debenture	20 Years 10 Years	9,847,577	4.4237% 0.000%	00	6,500,000	6,500,000
		6,500,000 6,7	6,750,000				9,847,577		0	6,750,000	6,500,000
(0)	Unspent Barrowings										
		Date Borrowed		Balance E	Borrowed During Year	Adjustment *	Expended During Year	Balance 30 fune 2023	003		
	Particulars / Purpose				\$	v	\$	*			
	Loan #225 Performing Arts/Convention Centre	27th April 2018 25th January 2022		49,341	00	240,252	00	240	49,341		
	Loan #226 Performing Arts/Convention Centre Loan #228 Performing Arts/Convention Centre	25th January 2022 28th April 2022		4,317,036	0 0	682,964	00	, v , oo, r	5,000,000		
	Loan #229 Performing Arts/Convention Centre Loan #230 Performing Arts/Convention Centre	28 th April 2022 06 th December 2022	7	5,000,000	000:005:9	00	00	5,000	5,000,000		
				14,366,377	6,500,000	972,557	0	21,789,593	,593		
* * SIG	* Adjustment relates to loan funds returned to restricted loan account as grants are received and utilised in precedence to borrowings. SIGNIFICANT ACCOUNTING POLICIES	loan account as gran	its are rece	ived and utilise	d in precedence	e to borrowings					
Bo	Borrowing costs										
Bo	Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.	rred except where the set until such time a	hey are dir s the asset	ectly attributab is substantially	le to the acquis ready for its int	iition, construci ended use or s	tion or productior ale.	of a qualif	ying asset. W	here this is the	e case,
Risk	¥										
Jul ———	Information regarding exposure to risk can be found at Note 23.	ote 23.									
- 65 -		TO THE PARTY		Cityo	City of Busselton						

For the Vieral Lease Lebality Continued Continue		and Lez	se Liabilit	y (Continu	Ę			Forth	Financ	cial Rep	ţ								
2022/122 2022/122 Actual 2022/123 Actual Lease		and Lez	ise Liabilit	y (Continu	5			For th	:										
Continued Con		and Lez	se Liabilit	y (Continu	Į.				e Year E	nded 31	0 June 2	2023							
Lease	ing ((non														
Fraction Lease Actual Lease Actual 2022/123 Actual Lease Principal Princip	Liab	bilities (Continued	=															
% %	Institu						2021/22 Actual Lease	Actual Lease Principal outstanding	2021/22 Actual Lease Interest	Actual Lease Principal 1 July	2022/23 Actual New	2022/23 Actual Lease	Actual Lease Principal		Budget Lease Principal	2022/23 Budget New	2022/23 Budget Lease	Budget Lease Principal outstanding	2022/23 Budget Lease Interest
7,9491 5 years 1,533 0 1,533 0 6,600 0 <td></td> <td></td> <td></td> <td></td> <td></td> <td>_</td> <td>principal Repayments</td> <td>30 June</td> <td>Repayments</td> <td>2022</td> <td>reggers</td> <td>principal Repayments</td> <td>outstanding 30 June</td> <td></td> <td>2022</td> <td></td> <td>Repayments</td> <td>30 June</td> <td>nepa pine</td>						_	principal Repayments	30 June	Repayments	2022	reggers	principal Repayments	outstanding 30 June		2022		Repayments	30 June	nepa pine
5.8375 Syears 82,600 17,002 3,403 17,002 0 17,002			,		•		principal Repayments	30 June 2022	Repayments	2022	cagean	Principal Repayments	outstanding 30 lune 2023		2022	•	Repayments	30 June 2023	hepidyme
5.15.11 6. years 137.539 6,074 84,625 6,074 84,625 6,074 84,625 0.55622 28,933 3,295 84,625 0 55,682 0 55,692 0 55,692 0 55,692 0 55,692 0 55,692 0 55,692 0 55,692 0 55,692 0 55,692 0 55,692 0 55,692 0 55,992 0 55,692 0 55,992 0 55,992 0 55,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,992 0 25,100 0 25,100 0 25,110 0 25,110 0 25,110 0 25,110 0 25,110 0 25,110 0 25,110 0 25,110 0 25,110	Gais			ž.	\$ 1.353	10	principal Repayments \$		Repayments \$	\$ \$	\$ 0	principal Repayments		Interest Repaymen \$	2022	s o	Repayments \$	30 June 2023 \$	o \$
7,6138 4,75 years 6,910 0 4,519 2,391 0 2,391 0 2,391 0 2,391 0 2,391 0 2,391 0 2,395 0 2,395 0 2,395 0 2,395 0 2,395 0 2,395 0 2,395 0 2,395 0 2,395 0 2,310 0 2,310 0 0 2,2110 0 2,2110 0 0 2,2110 0 2,2110 0 0 2,2110 0 2,2110 0 0 2,2110 0 2,2110 0 0 2,2110 0 2,2110 0 0 2,2110 0 2,2110 0 2,2110 0 0 2,2110 0	Maia		-+++		\$ 1,353 82,602	100	principal Repayments \$ 1,353 65,600		Repayments \$ 54 3,403	\$ \$ 0 17,002	\$ 0	Perincipal Repayments \$ 0 17,002		Interest Repaymen \$		s 0	Repayments \$ 0 17,002	30 June 2023 \$ 0 0	s S O C S S S S S S S S S S S S S S S S S
6,5693 5 years 20,962 0 11,667 9,1265 0 9,295 0 9,295 0 9,295 0 9,295 0 9,295 0 9,295 0 9,295 0 9,295 0 9,295 0 9,210 0 0 22,110 0 9,210 0 0 22,110 0 0 22,110 0 0 22,110 0 0 22,110 0 0 22,110 0 0 22,110 0 0 22,110 0 0 22,110 0 0 22,110 0 </td <td>Maia Maia</td> <td></td> <td>-+++</td> <td></td> <td>\$ 1,353 82,602 137,539</td> <td>1000</td> <td>### Principal Repayments \$ 1,353 65,600 52,914</td> <td>30 June 2022 \$ \$ 0 17,002 84,625</td> <td>Repayments \$ 54 3,403 6,074</td> <td>\$ \$ 0 17,002 84,625</td> <td>\$ 0 0</td> <td>### Period Period </td> <td></td> <td>Repay (</td> <td></td> <td>\$ 000</td> <td>Repayments \$ 0 17,002 55,692</td> <td>30 June 2023 \$ \$ 0 0 28,933</td> <td>\$ 0 248 3,295</td>	Maia Maia		-+++		\$ 1,353 82,602 137,539	1000	### Principal Repayments \$ 1,353 65,600 52,914	30 June 2022 \$ \$ 0 17,002 84,625	Repayments \$ 54 3,403 6,074	\$ \$ 0 17,002 84,625	\$ 0 0	### Period		Repay (\$ 000	Repayments \$ 0 17,002 55,692	30 June 2023 \$ \$ 0 0 28,933	\$ 0 248 3,295
Q,00007 4 years 10,552 0 88,442 22,110 -1 22,110 0 0	Maia Maia Maia				\$ 1,353 82,602 137,539 6,910	10000	Repayments \$ 1,353 65,600 52,314 4,519	30 June 2022 \$ 0 17,002 84,625 2,391	\$ 54 3,403 6,074 399	\$ 0 17,002 84,625 2,391	\$ 0 0 0	### Paraments \$ 0 17,002 55,692 2,391		Repay		\$ 0 0 0 0	Repayments \$ 0 17,002 55,692 2,391	30 June 2023 \$ \$ 0 0 28,933	\$ 0 248 248 3,295 68
0.8970 4 years 78,504 0 52,218 26,286 0 26,286 0 26,286 0 26,286 0 26,286 0 26,286 0 26,286 0 26,286 0 77,129 25,272 5,691 137,659 0 77,129 5,6286 0 77,129	Maia Maia Maia			2	\$ 1,353 137,539 6,910 20,962	100000	Repayments \$ 1,353 65,600 52,914 4,519 11,667	30 June 2022 \$ 0 17,002 84,625 2,391 9,295	\$ 54 3,403 6,074 399 1,160	\$ \$ 0 17,002 84,625 2,391 9,295	0 0 0	Principal Sprincipal Spri		Repay (w 0 0 0 0	\$ 0 17,002 55,692 2,391 9,295	30 June 2023 \$ \$ 0 0 0 28,933 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	24 3,29 3,39
5.2189 5 years 210,889 0 73,231 137,658 9,588 137,658 0 77,119 60,529 5,691 137,658 0 77,129 77,129 2.2772 5 years 90,307 0 13,799 58,117 0 32,927 25,997 1,043 58,117 0 32,927 32,927 0 32,927 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 0 0 0 32,927 0 32,927 0	Vaia Vaia Vaia			S2	\$ 1,353 82,602 137,539 6,910 20,962 110,552	1000000	Repayments \$	30 June 2022 \$ \$ 0 17,002 84,625 2,391 9,295	\$ 5403 5,403 5,0074 3,903 3,903 1,160 -1	\$ 0 17,002 84,625 2,391 2,291 2,210	\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	### Participal Prepayments \$ 0 0 17,002 55,692 55,692 2,391 9,295 22,110		Repay		00000	\$ 0 17,002 55,692 2,391 9,295 22,110	30 June 2023 \$ \$ 0 0 28,933 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	248 248 3,295 68 68 68 68 0
2.2772 5 pears 90,307 0 32,190 58,117 0 32,927 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 32,927 0 0 32,927 0 </td <td>Vais Vais Vais Vais Vais</td> <td></td> <td></td> <td>52</td> <td>\$ 1,353 82,602 137,539 6,910 20,962 110,552 78,504</td> <td>,000000</td> <td>Repayments \$ 1,353 65,600 52,914 4,519 11,667 88,442</td> <td>30 June 2022 \$ 0 17,002 84,625 2,391 9,295 26,286</td> <td>\$ 54 3,403 6,074 399 1,160 1,160 -1</td> <td></td> <td>\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td> <td>### Principal ### Pr</td> <td></td> <td>Repay</td> <td></td> <td>w 0 0 0 0 0 0</td> <td>\$ 0 17,002 55,692 2,391 9,295 22,110 26,286</td> <td>30 June 2023 \$ \$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0</td> <td>248 248 3,295 68 326 0 0</td>	Vais Vais Vais Vais Vais			52	\$ 1,353 82,602 137,539 6,910 20,962 110,552 78,504	,000000	Repayments \$ 1,353 65,600 52,914 4,519 11,667 88,442	30 June 2022 \$ 0 17,002 84,625 2,391 9,295 26,286	\$ 54 3,403 6,074 399 1,160 1,160 -1		\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	### Principal ### Pr		Repay		w 0 0 0 0 0 0	\$ 0 17,002 55,692 2,391 9,295 22,110 26,286	30 June 2023 \$ \$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	248 248 3,295 68 326 0 0
8.4332 S years 24,019 0 15,877 8,142 617 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 8,142 0 9,140 0 8,142 0 9,140 0 9,140 0 0 9,140 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Aaia Aaia Aaia Aala Aala			122	\$ 1,353 1,353 137,539 6,910 20,962 110,552 78,504	\$0000000	\$ 1,353 5,600 52,914 4,519 11,667 88,442 52,218 73,331	30 June 2022 \$ 0 17,002 84,625 2,391 9,295 22,110 26,286 137,658	\$ 54 3.403 6.074 9.99 1.160 -1.59 5.29 5.588		\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	### Repayments \$ 17,002 55,692 2,391 2,391 2,291 26,286 77,129		Inte	,,,	v 0 0 0 0 0 0 0	\$ 0 17,002 5,991 9,295 22,110 26,286 77,129	30 June 2023 \$ \$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	3,29 9,29 6 6 6 7,89 8,59 8,56
84332 5 years 99,190 0 91,190 0 0 489,201 365,626 28,459 365,626 0 250,974 114,632 10,861 365,626 0 250,974 114,632	Vais Vais Vais Wats			12	\$ 1,353 82,602 137,539 187,539 10,962 110,552 78,504 78,504 90,307	300000000	Repayments \$	30 June 2022 \$ \$ 0 17,002 84,625 2,391 2,295 22,110 26,286 137,658 58,117	Repayments \$ 54 3,403 6,074 3,403 1,160 1,1,160 2,1 5,589 9,588 9,588 1,779		\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	### Repayments \$ \$ 0		Inte	1.,	w	\$ 0 17,002 25,692 2,391 9,295 22,110 26,295 77,129 32,927 32,927	30 June 2023 \$ \$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	\$ \$ 0 248 3,295 68 926 0 0 8 8 8 8 8 5,691 1,041
854,827 0 489,201 965,626 28,459 365,626 0 250,974 114,652 10,861 365,626 0 250,974 114,6	Maia Maia Maia Maia Maia Maia Maia Maia			12	\$ 1,353 13.53 13.53 13.539 13.539 10.552 11.0,552 11.0,552 11.0,552 11.0,889 90,307 24.019	30000000000	Repayments \$ 1,353 65,600 52,914 4,519 11,667 88,442 52,718 12,713 13,231 22,150	30 June 2022 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Repayments \$ 54 3,403 6,074 6,074 1,160 1,160 6,588 6,		\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Principal Repayments \$		Repay	'''	0 0 0 0 0 0 0 0 0 0	\$	30 June 2023 \$ \$ 0 28,993 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	24 3,29 3,29 6 6 6 6 6 7 7 7 1,007
Color	Maia Maia Maia Maia Maia Maia Maia Maia			25.	\$ 1,353 1,353 137,539 6,910 20,962 110,552 78,504 78,504 90,307 24,019	30000000000	Repayments \$	30 June 2022 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Repayments 84 3403 6,074 399 1,160 1,160 2,29 9,588 1,779 6,1779 6,177		\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	### Repayments \$ \$ 0 17,002 55,602 2,391 2,391 26,286 77,129 32,927 8,142		Inte	1"	v 0 0 0 0 0 0 0 0 0	\$ \$ 0 17,002 2,391 2,295 22,110 26,286 77,129 32,927 26,186 77,129 32,927 8,147 6,14	30 June 2023 \$ \$ \$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	1041
	Aaia Aaia Aaia Aaia Aaia Aaia Aaia			21.5 21.5 21.5 21.5 21.5 21.5 21.5 21.5	\$ 1,353 1,353 137,539 6,910 20,962 20,962 78,504 710,589 91,190	30000000000	Repayments \$ 1,353 52,000 52,914 4,519 11,667 88,442 52,718 5	90 June 2022 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ 54 3,403 6,074 1,160 1,160 1,170 6,588 1,779 6,577 4,857 7,868 1,779 6,588 1,779 6,577 4,857 7,888 1,779 6,577 4,857 7,888 1,779 6,579 1,779 1			### Principal Repayments \$ 17,002 25,692 2,391 2,292 22,110 26,286 77,129 32,927 8,142 0		Inte		\$ 000000000000000000000000000000000000	\$	30 June 2023 \$ \$ 0 28,993 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	\$ 0 248 32.95

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				For the Yea	For the Year Ended 30 June 2023	June 202	m					
31. Reserves – Cash/ Financial Asset Backed	cked											
		2022/23 Actual	t Actual			2022/23	2022/23 Budget			2021/22 Actual	2 Actual	
O O Ba	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$	Opening Balance S	Transfers To S	Transfers (From) \$	Closing Balance S	Opening Balance	Transfers To \$	Transfers (From)	Closing Balance
Restricted by Legislation/Agreement Busselton Area Drainage and Waterways Improvement Reserve	130,608	3,951		134,559	130,608	1,362		131,970	448,845	1.638	(319,875)	130.608
	74,507	2,489	0	76,996	74,507	1,738	0	76.245	74.232	275	0	74.507
01	908,566	30,361	٥	938,927	908,566	21.197	0	929.763	905.216	3.350	o	908.566
Commonage Precinct Bushfire Facilities Reserve	58,747	1,963	0	60,710	58,747	1,371	0	60,118	58,530	217	0	58.747
Commonage Precinct Infrastructure Road Reserve	818	72	0	845	818	18	0	836	236,349	469	(236,000)	818
Community Facilities - Airport North 3,1	3,176,664	106213	0	3,282,877	3,176,664	192,569	0	3,369,233	3,164,953	11,711	0	3,176,664
Community Facilities - Broadwater	197,733	665,77	0	275,332	197,733	20,561	0	218,294	185,047	12,686	0	197,733
Community Facilities - Busselton	71,707	30,223	0	101,930	75,058	22,985	0	98,043	39,788	35,270	(3,351)	71,707
Community Facilities - City District 1,0	1,083,900	375,597	(138,963)	1,320,534	1,116,044	465,862	(166,996)	814,910	1,295,065	422,344	(633,509)	1,083,900
Community Facilities – Dunsborough	465,446	57,807	0	523,253	465,446	40,193	0	505,639	334,282	131,164	0	465,446
Community Facilities - Dunsborough Lakes Estate	712,435	187,950	0	900,385	712,435	165	(423,111)	289,489	943,223	3,216	(234,004)	712,435
Community Facilities - Geographe	137,436	18,750	0	156,186	139,274	13,550	0	152,824	114,007	25,268	(1,839)	137,436
Community Facilities - Port Geographe 3	352,422	11,777	0	364,199	352,422	8,222	0	360,644	351,123	1,299	0	352,422

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				Fir	Financial Report	ort						
				For the Yea	For the Year Ended 30 June 2023) June 202	m					
31. Reserves – Cash/ Financial Asset Backed (Continued)	acked (Cor	ntinued)										
		2022/23 Actua	3 Actual			2022/2	2022/23 Budget			2021/22 Actual	Actual	
Ō <u>B</u>	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$
Restricted by Legislation/Agreement Community Facilities - Vasse	175,153	7,860	(75,000)	108,013	175,153	8,575	(275,000)	(91,272)	174,754	399	0	175,153
Jetty Reserve 6,	6,320,302	1,637,746	(612,312)	7,345,736	6,320,302	1,603,676	(794,748)	7,129,230	5,682,364	1,370,882	(732,944)	6,320,302
Jetty Self Insurance Reserve	573,410	99,347	0	672,757	573,410	91,673	0	665,083	495,086	78,324	0	573,410
Joint Venture Aged Housing Reserve (Harris/ Winderlup)	1,491,225	252,823	(87,317)	1,656,731	1,491,225	217,410	(37,823)	1,670,812	1,363,306	177,587	(49,668)	1,491,225
Locke Estate Reserve	6,588	164,606	0	171,194	6,588	153	0	6,741	6,458	61,130	(61,000)	6,588
Port Geographe Waterways Management (SAR) Reserve	3,060,603	348,076	(357,630)	3,051,049	3,060,603	305,385	(390,547)	2,975,441	3,168,297	239,520	(347,214)	3,060,603
nance	1,323,560	247,699	(46,429)	1,524,830	1,323,560	222,894	(152,251)	1,394,203	1,254,363	195,667	(126,470)	1,323,560
erve	249,544	23,389	0	272,933	46,666	1,091	0	47,757	46,526	203,018	0	249,544
Vasse Newtown Landscape Maintenance (SAR) Reserve	668,099	220,694	(273,597)	615,196	668,099	205,915	(340,536)	533,478	667,371	189,846	(189,118)	668,099
Post Office Tea Rooms	0	121,028	(72,952)	48,076	0	121,028	(121,028)	0	0	0	0	0
62.			The same of		City of	City of Busselton		TO TOTAL				

### For the Y continued	Year Er	2022/23 Transfers To \$ 141,000 431,717 38,839	ie 2023 2022/23 Budget isfers Transfers 5 \$ \$ 11,000 (36,787) 11,717 (3,349,358) 18,839 0 13,853 (538,846)	Closing Balance \$ 427,338	Opening Balance \$	2021/22 Actual Transfers Transf		
(eserves – Cash/ Financial Asset Backed (Continued) 2022/23 Actual 2022/23 Actual Opening Transfers Transfers C Balance To (From) \$ \$ dby Council \$	7 6 8 0	2022/23 Transfers To \$ \$ 141,000 431,717 38,839	25 28 28 846	Closing Balance \$ 427,338	Opening Balance \$	2021/2 Transfers		
2022/23 Actual Opening Transfers Transfers C Balance To (From) B \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	7 9 9	2022/22 Transfers To \$ \$ 141,000 431,717 38,839	28 28 28 84 84 84 84 84 84 84 84 84 84 84 84 84	Closing Balance \$ 427,338	Opening Balance \$	2021/2		
Opening Transfers Transfers C From Balance To From Balance To From Balance To From Balance S S S S	7 6 8 0	Transfers To \$ \$ 141,000 431,717 38,839	15	Closing Balance \$ \$ 427,338	Opening Balance \$	Transfers	2 Actual	
Aisting Terminal Building 323,125 147,387 (14,129) farketing and Incentive 6,385,899 503,101 (1,993,619) 4 Park Sports Pavilion Building 105,989 40,675 (31,633)	ν ν	141,000 431,717 38,839 913,853	(3,349,358)	427,338		To	Transfers (From)	Closing Balance
flarketing and Incentive 6,385,899 503,101 (1,993,619) 4, Park Sports Pavilion Building 105,989 40,675 (31,633)	7 6	431,717 38,839 913,853	(3,349,358)	3,468,258	206.250	122.504	(5.629)	323.125
Park Sports Pavilion Building 105-989 40-675 (31.633)	2	38,839	0 (538.846)		5,287,408	1,644,004	(545,513)	6,385,899
lander and a second	7,	913,853	(538.846)	144,828	71,950	34,039	0	105,989
Building Asset Renewal Reserve – 2,691,453 975,107 (277,226) 3,389,334				3,066,460	2,093,333	812,691	(214,571)	2.691.453
unity Resource 422,705 121,432 (12,676)	422,705	113,762	(20,000)	516,467	324,999	97,706		422.705
426 0		296	0	12,985	111	12,578	0	12,689
Busselton Jetty Tourist Park Reserve 1,241,104 932,862 (202,002) 1,971,964	1,241,104	423,025	(553,603)	1,110,526	636,808	774,664	(170,368)	1,241,104
Busselton Library Building Reserve 88,926 66,584 0 155,510	88,926	63,993	(9,224)	143,695	57,065	57,364	(25,503)	88,926
CBD Enhancement Reserve 1,333,422 73,095 (1,397,321) 9,196	1,333,422	63,900	(1,298,490)	98,832	1,269,967	567,097	(503,642)	1,333,422
Cemetery Reserve 241,999 130,040 (6,485) 365,554	241,999	120,810	(108787)	254,022	99,547	175,165	(32,713)	241,999
City Car Parking and Access Reserve 1,213,888 419,553 (196,759) 1,436,682	1,213,888	181,763	(111,687)	1,283,964	792,732	938,447	(517,291)	1,213,888
Civic and Administration Building 497,009 460,288 (56,835) 900,462	497,009	443,129	(100,000)	840,138	670,359	342,853	(516,203)	497,009
Coastal and Climate Adaptation S66,910 1,206,195 (578,285) 1,194,820	566,910	1,167,793	(1,475,332)	259,371	1,503,542	858,810	(1,795,442)	566,910

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				Ē	Financial Report	ort						
				For the Yea	For the Year Ended 30 June 2023	June 202	~					
31. Reserves – Cash/ Financial Asset Backed (Continued)	set Backed (Co	ntinued)										
		2022/2	2022/23 Actual			2022/23	2022/23 Budget			2021/2:	2021/22 Actual	
	Opening Balance S	Transfers To S	Transfers (From) \$	Closing Balance S	Opening Balance S	Transfers To \$	Transfers (From) \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$
Restricted by Council Corporate IT Systems Reserve	378,520	150,026	(198,681)	329,865	378,520	145,612	(450,000)	74,132	328,722	264,514	(214,716)	378,520
Debt Default Reserve	102,371	3,421	(105,792)	0	102,371	2,402	0	104,773	501,841	230	(400,000)	102,371
Election, Valuation and Other Corporate Expenses Reserve	254,331	154,985	(7,875)	401,441	254,331	148,744	(80,000)	323,075	715,027	142,691	(603,387)	254,331
Emergency Disaster Recovery Reserve	74,954	22,909	0	97,863	74,954	23,162	0	98,116	114,793	20,823	(60,662)	74,954
Energy Sustainability Reserve	168,406	115,941	(37,123)	247,224	168,406	111,127	(133,234)	146,299	224,270	105,954	(161,818)	168,406
Footpath/ Cycle Ways Reserve	1,246,637	1,341,403	(861,576)	1,726,464	1,246,637	1,282,478	(1,222,208)	1,306,907	838,835	1,245,095	(837,293)	1,246,637
Furniture and Equipment Reserve	516,181	127,829	(160,854)	483,156	516,181	116,843	(578,096)	54,928	332,483	443,442	(259,744)	516,181
Geographe Leisure Centre Building Reserve	314,127	331,012	(412,670)	232,469	314,127	318,872	(423,934)	209,065	119,033	290,940	(95,846)	314,127
Legal Expenses Reserves	638,294	21,284	(80,000)	579,578	638,294	12,603	0	650,897	671,629	2,326	(35,661)	638,294
Long Service Leave Reserve	4,054,581	660,816	(774,726)	3,940,671	4,054,581	533,332	(668,304)	3,919,609	3,653,494	929,736	(528,649)	4,054,581
Major Traffic Improvements Reserve	1,184,734	391,765	(1,743)	1,574,756	1,184,734	367,344	(694,941)	857,137	237,210	1,138,233	(190,709)	1,184,734
Marketing and Area Promotion Reserve	655,703	1,365,779	(1,627,984)	393,498	655,703	1,337,940	(1,745,548)	248,095	522,266	1,397,678	(1,264,241)	655,703
Naturaliste Community Centre Building (NCC) Reserve	170,089	79,811	(15,957)	233,943	170,089	74,702	(121,000)	123,791	129,592	67,151	(26,654)	170,089

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				For the Ye	For the Year Ended 30 June 2023	0 June 202	ញ					
31. Reserves – Cash/ Financial Asset Backed (Continued)	et Backed (Co	intinued)										
		2022/2	2022/23 Actual			2022/2	2022/23 Budget			2021/2	2021/22 Actual	
	Opening Balance \$	Transfers To \$	Transfers (From) S	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance S	Opening Balance \$	Transfers To S	Transfers (From)	Closing Balance
Restricted by Council New Infrastructure Development Reserve	723,694	32,691		756,385	723,694	6,026	(503,487)	226,233	984	11.513	(172.787)	723.694
Other Infrastructure Reserves	403,731	782,904	(464,767)	721,868	403,731	766,236	(772,776)	397,191	538,847	364,368	(499,484)	403,731
Parks, Gardens and Reserves Reserve	633,227	1,355,025	(638,915)	1,349,337	633,227	1,313,573	(1,704,184)	242,616	749,657	1,475,845	(1,592,275)	633,227
Performing Arts and Convention Centre Reserve	2,386,293	81,040	0	2,467,333	2,386,293	1,840,539	(1,689,136)	2,537,696	1,332,269	1,323,173	(269,149)	2,386,293
Plant Replacement Reserve	2,698,073	1,204,166	(1,538,031)	2,364,208	2,698,073	1,145,473	(1,161,900)	2,681,646	2,114,189	1,027,731	(443,847)	2,698,073
Port Geographe Development Reserve (Council)	126,997	62,895	(122,592)	67,300	126,997	59,105	(146,437)	39,665	117,836	56,091	(46,930)	126,997
Professional Development Reserve	156,214	5,180	0	161,394	156,214	3,184	0	159,398	185,931	699	(30,386)	156,214
Railway House Building Reserve	63,087	26,497	0	89,584	63,087	25,219	0	88,306	56,792	22,117	(15,822)	63,087
Road Assets Renewal Reserve	1,920,213	3,515,608	(3,271,111)	2,164,710	1,920,213	3,450,143	(3,837,340)	1,533,016	1,317,210	3,660,291	(3,057,288)	1,920,213
Sick Pay Incentive Reserve	79,476	3,235	(3,395)	79,316	79,476	738	(15,000)	65,214	106,241	363	(27,128)	79,476
Strategic Projects Reserve	2,909,576	122,838	0	3,032,414	2,909,576	92,894	(200,000)	2,502,470	350,906	2,558,670	0	2,909,576
Vasse Sports Pavilion Building Reserve	1,684	721	0	2,405	1,684	069	0	2,374	1,082	602	0	1,684
Waste Management Facility and Plant Reserve	8,287,152	2,112,319	(2,263,898)	8,135,573	8,287,152	2,185,146	(5,315,724)	5,156,574	8,486,937	1,907,237	(2,107,022)	8,287,152

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				Ē	Financial Report	ort						
				For the Yea	For the Year Ended 30 June 2023) June 202	m					
31. Reserves – Cash/ Financial Asset Backed (Continued)	sset Backed (C	ontinued)										
		2022/2	2022/23 Actual			2022/2	2022/23 Budget			2021/2	2021/22 Actual	
	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers (From) \$	Closing Balance \$
Restricted by Council Winderlup Aged Housing Reserve (City Controlled)	356,903	111,924	(5,620)	463,207	356,903	69,043	(49,000)	376,946	292,717	72,537	(8,351)	356,903
Workers Compensation & Extended Sick Leave Contingency Reserve	194,218	3,062	(193,000)	4,280	194,218	4,530	(193,000)	5,748	218,482	736	(25,000)	194,218
Youth and Community Activities Building Reserve	158,157	58,494	0	216,651	158,157	55,272	0	213,429	123,843	48,303	(13,989)	158,157
Prepaid Grants and Deferred Works & Services Reserve	1,979,511	2,840,968	(1,977,034)	2,843,445	1,979,511	0	(1,979,511)	0	1,361,166	1,979,866	(1,361,521)	1,979,511
Airport Infrastructure Renewal Reserve	1,259,815	2,063,864	(113,512)	3,210,167	1,259,815	666,307	(260,991)	1,665,131	1,471,767	5,249	(217,201)	1,259,815
Airport Noise Mitigation Reserve	683,694	22,058	(44,612)	661,140	683,694	10,185	(98,238)	595,641	796,148	2,685	(115,139)	683,694
LED Street Lighting Replacement Program Reserve	38,097	51,455	(57,326)	32,226	38,097	50,004	(87,866)	235	121	50,110	(12,134)	38,097
Lou Weston Oval Pavilion Reserve	0	12,730	0	12,730	0	12,432	0	12,432	0	0	0	0
Waterways Restoration Reserve	10	559,159	(559,159)	10	10	550,455	(550,455)	10	0	10	0	10
Peel Terrace/ Causeway Road Building Reserve	0	23,429	0	23,429	0	23,430	0	23,430	0	0	0	0
	71,183,341	28,923,963	(21,969,123)	78,138,181	71,017,796	24,477,258	(35,886,464)	59,608,590	62,919,560	30,220,481	(21,956,700)	71,183,341
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Financial Report

For the Year Ended 30 June 2023

31. Reserves - Cash/ Financial Asset Backed (Continued)

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserves – cash/ financial assets backed.

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Restricted by Legislation/ Agreement

Busselton Area Drainage and Waterways Improvement Reserve

To hold development contributions for the provision of drainage works and the management and improvement of waterways and adjacent reserves within Busselton including the lower Vasse River.

Commonage Community Facilities Dunsborough Lakes South Reserve

For the purpose of the provision of future recreational facilities at Dunsborough Lakes South in accordance with the Dunsborough Lakes Developer Contributions Plan.

Commonage Community Facilities South Biddle Precinct Reserve

To be utilised for the provision of community facilities within the South Biddle Precinct in accordance with the Commonage Area Implementation Policy provisions.

Commonage Precinct Bushfire Facilities Reserve

For the purpose of the provision of fire protection facilities in accordance with the Commonage Contributions Area policy provisions.

Commonage Precinct Infrastructure Road Reserve

To be utilised for the purpose of road infrastructure and road safety upgrades within the Commonage Contribution Area in accordance with the Commonage Contributions Area policy provisions.

Community Facilities - Airport North

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Broadwater

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Busselton

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - City District

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the District.

Community Facilities - Dunsborough

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Dunsborough Lakes Estate

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Financial Report

For the Year Ended 30 June 2023

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Legislation/ Agreement (Continued)

Community Facilities - Geographe

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Port Geographe

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Vasse

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Jetty Reserve

To provide funding for the maintenance, insurance, renewal, replacement, upgrading and future Capital works requirements for the asset and associated infrastructure, including plant and equipment to achieve these purposes.

Jetty Self Insurance Reserve

As a contingency fund to rectify damage caused by the demise of the Busselton jetty or part of the jetty or as a result of extraordinary events.

Joint Venture Aged Housing Reserve (Harris/ Winderlup)

To hold funds to meet future expenses, including capital, maintenance, operational and administrative costs associated with the provision of community aged housing at Winderlup Villas and Harris Road pursuant to the relevant joint venture agreements with the Department of Housing.

Locke Estate Reserve

To provide funding for the protection of the Locke Estate (Reserve 22674) coastline.

Port Geographe Waterways Management (SAR) Reserve

To provide funds for the City to fulfil its obligations under a Waterways Management Deed with the State Government for the future maintenance of waterways and associated facilities within the Port Geographe contributions area.

Provence Landscape Maintenance (SAR) Reserve

For the purpose of holding funds for the maintenance of the approved higher standard of landscaping with the contributions area including future Capital replacement of landscaping structures as may be required.

Public Art Reserve

To hold development contributions received by the City for the commissioning, purchase and enhancement of public art works within the District.

Vasse Newtown Landscape Maintenance (SAR) Reserve

For the purpose of holding funds for the maintenance of the approved higher standard of landscaping with the contributions area including future Capital replacement of landscaping structures as may be required.

Post Office Tea Rooms

To allocate and use any premium, rental, fees, charges or other income it receives from all leases, subleases and licences in respect of the Post Office Tea Rooms Reserve 35361 or any part of it, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.

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Financial Report

For the Year Ended 30 June 2023

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council

Airport Existing Terminal Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Airport Marketing and Incentive Reserve

The purpose of promoting and providing incentives for the Busselton Margaret River Airport

Barnard Park Sports Pavilion Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Building Asset Renewal Reserve - General Building

To provide funding for the major maintenance, renewal, replacement, upgrading and future building requirements for SLH2 to SLH6 assets that do not have their own reserve account and for other major building assets where insufficient funds are held for those assets.

Busselton Community Resource Centre Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Busselton Foreshore Reserve

To provide funds for on-going asset maintenance and any future capital works.

Busselton Jetty Tourist Park Reserve

To provide funding for capital, maintenance and promotional/ marketing requirements for visitor services throughout the district.

Busselton Library Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

CBD Enhancement Reserve

To provide funds for Capital and maintenance works and improvements within the Busselton and Dunsborough Central Business Districts.

Cemetery Reserve

To provide funding for the renewal, expansion and establishment of Cemeteries within the district.

City Car Parking and Access Reserve

To provide funding for development of public car parking, the development of infrastructure to provide for the management of public car parking and improving public transport to and within the City or for end of trip facilities. To provide funding for the purchase of land identified as of strategic importance for future parking requirements.

Civic and Administration Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

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Financial Report

For the Year Ended 30 June 2023

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

Coastal and Climate Adaptation Reserve

The purpose of the reserve is to provide funds for coastal protection of assets and to fund initiatives to address the impacts of climate change including water supply sustainability, technology advancement and improvements/ upgrades of infrastructure susceptible to climate change.

Corporate IT Systems Reserve

To provide funding in relation to the ongoing development, enhancement and/ or replacement of the City's corporate systems. To be utilised for the renewal and replacement or introduction of new IT platforms/ hardware for the City.

Debt Default Reserve

To provide for potential default on debts owing to the City, particularly in relation negative economic circumstances caused by a declared state of emergency (such as COVID-19).

Election, Valuation and Other Corporate Expenses Reserve

To provide funding for Council elections, rating valuations, fair value valuations and other legislative and corporate governance requirements.

Emergency Disaster Recovery Reserve

To provide funding for Disaster Recovery activities including natural and man-made events.

Energy Sustainability Reserve

To provide funding for the investigation, implementation and optimisation of Energy Sustainability initiatives within the District.

Footpath/ Cycle Ways Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Footpath and Cycleway assets within the District.

Furniture and Equipment Reserve

To provide funds for the major maintenance, renewal, replacement, upgrading and future requirements with respect to furniture and equipment assets within the District.

Geographe Leisure Centre Building (GLC) Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Legal Expenses Reserve

Funding for any legal expenses or contingency involving the City of Busselton.

Long Service Leave Reserve

To provide funding to meet the City's future long service leave obligations of employees.

Major Traffic Improvements Reserve

To be utilised for the provision of enabling major capital works programs to be funded for the upgrade of the local road network to reduce congestion, increase traffic flow and ease of access within the District.

Marketing and Area Promotion Reserve

To fund the City's contributions and expenditure on tourism, marketing, area promotion and events activities as a result of MERG funding allocations.

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Financial Report

For the Year Ended 30 June 2023

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

Naturaliste Community Centre Building (NCC) Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

New Infrastructure Development Reserve

For the purpose of setting aside funds to facilitate the identification, design and development/construction of new infrastructure and other capital projects as identified in the City's LTFP.

Other Infrastructure Reserve

To provide funding for the major maintenance and renewal of other infrastructure not specifically provided for in other reserves.

Parks, Gardens and Reserves Reserve

To provide funding for the major maintenance and renewal of Parks, Gardens and Reserves within the District.

Performing Arts and Convention Centre Reserve

To provide funds for the planning and construction, and holding of grants or other funds for a future Performing Arts and Convention Centre for the District.

Plant Replacement Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Plant and Equipment assets excluding those in independent commercial operations.

Port Geographe Development Reserve (Council)

To provide funds for capital and maintenance costs for development works associated within the Port Geographe contribution area.

Professional Development Reserve

To provide funding to meet the City's ongoing contractual professional development obligations of employees.

Railway House Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Road Asset Renewal Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Road Infrastructure assets within the District.

Sick Pay Incentive Reserve

To provide funding to meet the City's obligations under a former sick leave incentive scheme pertaining to staff employed pre 2003.

Strategic Projects Reserve

To provide funds for projects which may create a future revenue stream for the City and reduce reliance on rate revenue.

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Financial Report

For the Year Ended 30 June 2023

31. Reserves – Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

Vasse Sports Pavilion Building Reserve

To provide funding for the construction, major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Waste Management Facility and Plant Reserve

To provide funding for development and rehabilitation of waste disposal sites both within the district and regionally. Acquisition of waste plant and equipment and any other waste management activities that include legacy matters due to contaminated sites within the District.

Winderlup Aged Housing Reserve (City Controlled)

To hold funds to meet future expenses, including capital, maintenance, operational and administrative costs associated with the provision of council owned community aged housing.

Workers Compensation and Extended Sick Leave Contingency Reserve

A contingency fund to assist the City in meeting its Workers Compensation Contribution obligations when claim costs exceed the "Deposit" amount allocated to claims, to fund any shortfall with respect to insurance premiums in any one year, negotiated settlements of outstanding claims, and to enable periods of extended Sick Leave to be funded with a replacement officer, and to assist with meeting annual leave payouts upon termination.

Youth and Community Activities Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Prepaid Grants and Deferred Works and Services Reserve

To hold Government and third party grants monies received in advance as well as deferred municipal funded works and services as at the end of financial year.

Airport Infrastructure Renewal Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and installation of Airport Infrastructure, Plant, Furniture and Equipment.

Airport Noise Mitigation Reserve

To be utilised for the purpose of noise mitigation related activities surrounding the Airport precinct.

LED Street Lighting Replacement Program Reserve

To provide funds for the on-going replacement of street lighting throughout the district with LED capacity.

Lou Weston Oval Pavilion Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building fit out requirements for the asset.

Waterways Restoration Reserve

To provide for any works required to rejuvenate, revive or rectify natural waterways within the Busselton district

Financial Report

For the Year Ended 30 June 2023

31. Reserves – Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

Peel Terrace/ Causeway Road Building Reserve

To allocate and use any revenue received in respect of the Peel Terrace/ Causeway Road Building, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.

32. Trust Funds

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	Balance 1 July 2022 \$	Amounts Received \$	Amounts Paid \$	Balance 30 June 2023 \$
Builders Registration Board Levies	73,531	482,891	(476,949)	79,473
Building Training Levy	14,889	84,708	(84,036)	15,561
Cash in Lieu of Public Open Space	145,139	226,268	0	371,407
Contiguous Local Authorities Group (CLAG) Funding	25,549	5,241	0	30,790
Nomination Deposits	0	0	0	0
	259,108	799,108	(560,985)	497,231

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INDEPENDENT AUDITOR'S REPORT 2023 City of Busselton

To the Council of the City of Busselton

Opinion

I have audited the financial report of the City of Busselton (City) which comprises:

- the Statement of Financial Position as at 30 June 2023, and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Activity for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the City for the year ended 30 June 2023 and its financial position at the end of that period
- in accordance with the Local Government Act 1995 (the Act) and, to the extent that they
 are not inconsistent with the Act, the Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter – Restatement of Comparative Balances

I draw attention to Note 27 to the financial report which states that the amounts reported in the previously issued 30 June 2022 financial report have been restated and disclosed as comparatives in this financial report. My opinion is not modified in respect of this matter.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2023, but not the financial report and my auditor's report.

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

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

Page 1 of 3

7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 8489 Perth WA 6849 TEL: 08 6557 7500

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer (CEO) of the City is responsible for:

- · keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- · assessing the City's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit 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 my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with 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 the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

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

My independence and quality management relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 *Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements,* the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the City of Busselton for the year ended 30 June 2023 included in the annual report on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the City to confirm the information contained in the website version.

Patrick Arulsingham

Acting Assistant Auditor General Financial Audit Delegate of the Auditor General for Western Australia Perth, Western Australia

1 November 2023



Our Ref: 8253

Mr Phil Cronin Mayor City of Busselton Locked Bag 1 BUSSELTON WA 6280



7th Floor, Albert Facey House 469 Wellington Street, Perth

> Mail to: Perth BC PO Box 8489 PERTH WA 6849

Tel: 08 6557 7500 Email: info@audit.wa.gov.au

Email: phil.cronin@busselton.wa.gov.au

Dear Mayor

ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

The Office has completed the audit of the annual financial report for your local government. In accordance with section 7.12AD (2) of the *Local Government Act 1995*, we enclose the Auditor General's auditor's report, together with the audited annual financial report.

We have also forwarded the reports to the CEO and the Minister for Local Government, as required by the Act.

The CEO is required to publish the annual report, including the auditor's report and the audited financial report, on your City's official website within 14 days after the annual report has been accepted by your Council.

Emphasis of matter

As discussed at the exit meeting, the Auditor General's audit report includes an Emphasis of Matter paragraph due to a restatement of comparative balances from the 30 June 2022 financial report.

Management control issues

While the result of the audit was generally satisfactory, I would like to draw your attention to the attached listing of deficiencies in internal control and other matters that were identified during the audit. These matters have been discussed with management and their comments have been included in the attachment A.

The information system audit findings are still being finalised with management. These findings will be communicated to you in a separate letter after management comments are finalised.

Please note that the purpose of our audit was to express an opinion on the financial report. The audit included consideration of internal control relevant to the preparation of the financial report in order to design audit procedures that were appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control.

An audit is not designed to identify all internal control deficiencies that may require management attention. The matters being reported are limited to those deficiencies that have been identified during the audit that are of sufficient importance to warrant being reported. It is possible that other irregularities and deficiencies may have occurred and not been identified as a result of our audit.

The date that entities provided their annual financial report to the Office has been recorded for purposes of reporting to Parliament. The date recorded for the receipt of your financial statements was 21 September 2023.

This letter has been provided for the purposes of the City and the Minister for Local Government and may not be suitable for other purposes.

I would like to take this opportunity to thank you, the management and the staff of the City for their cooperation with the audit team during our audit.

Feel free to contact me on 6557 7640 if you would like to discuss these matters further.

Yours faithfully

Carly Meagher

Director

Financial Audit

1 November 2023

Attach

ATTACHMENT A

CITY OF BUSSELTON

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2023 FINDINGS IDENTIFIED DURING THE FINAL AUDIT

Index of findings	Potential impact on audit opinion		Rating		Prior year finding
		Significant	Moderate	Minor	
Payroll reconciliation	No		✓		

Key to ratings

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly. A significant rating could indicate the need for a modified audit opinion in the current year, or in a subsequent reporting period if not addressed. However even if the issue is not likely to impact the audit opinion, it should be addressed promptly.
- **Moderate -** Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- **Minor -** Those findings that are not of primary concern but still warrant action being taken.

ATTACHMENT A

CITY OF BUSSELTON

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2023 FINDINGS IDENTIFIED DURING THE FINAL AUDIT

1. Payroll reconciliation

Finding

We noted that the year end summary payroll reconciliation report revealed a variance of \$147,135 that was not able to be identified and adjusted. The June reconciliation was prepared and reviewed in September 2023.

Rating: Moderate

Implication

Unexplained variances and delays in the preparation of the year end payroll reconciliations increases the risk of errors in the financial statements.

Recommendation

We recommend that any variances or discrepancies are investigated, and that reconciliations are prepared and reviewed in a timely manner.

Management comment

The year end payroll reconciliation is a summary report for the year, and is not used for monitoring or reconciliation purposes for the following reasons:

- Fortnightly and periodic monitoring mechanisms that identify material variances and discrepancies are used for any corrective action throughout the year;
- The end of year reconciliation is in summary form, which covers a very wide variety of
 payroll types, and a significant volume of transactions, which makes it impractical to use
 or rely on as a definitive management tool in a timely fashion during year end
 processes;
- The immaterial nature of the variances revealed by the year end reconciliation summary reports (0.43% of total employee costs in the last financial year)

For these reasons we do not consider it necessary to prioritise the allocation of resources that would be required to identify and correct the discrepancies at year end. We therefore propose in the meantime to raise a risk in the City's risk register in relation to the finding, noting that there has been general acceptance of the risk in previous audits.

Responsible person: Paul Sheridan
Completion date: 17 October 2023

250,000 250,000

283 965

77.000

65.849

750,000 750,000 283,965

77,000 176,387 65.849

750,000 750,000

7,668,584

750 000

283 965

65.849

398.683

750,000

2024/25 Road Details Project Details Ongoing Project General Rev RRG RTR / LRCI Direct Grant Road Name: Locality Description Works Type Start End Construction 5 Total Estimate \$ Upgrade Renewal CABARITA RD Overlay with no kerb (to be undertaken with Karinga and Pearce Road projects) 29.224 Asphalt overlay 0.02 0.01 0.02 3.77 0.02 0.13 JOHN ST ARREY Overlay with no kerb Overlay with no kerb Overlay with no kerb (to be undertaken with Cabarita and Pearce Road projects) Overlay with no kerb (to be undertaken with Karinga and Cabarita Road projects) Asphalt overla 0.10 63 203 63,293 29,664 35,929 63.293 63 203 29,664 35,929 750,000 201,150 178,629 KARINGA RD PEARCE RD (ABBEY) Asphalt overlay 0.18 29,664 35,929 ABBEY Asphalt overlay 35 929 250,000 201,150 178,629 PAYNE RD BOALLIA Year 1/5 - Reconstruction & Widening Reconstruction & Widenin 12.02 0.52 0.34 500 000 750 000 750 000 Barlee St ALAN ST BUSSELTON BROADWATER Profile and Overlay Pit replacement (refer Drainage PoW) Rehabilitation 201,150 178,629 201,150 178,629 Asphalt overlay 173,686 750,000 131,656 Asphalt Overlay and Drainage (Refer Drainage PoW) Year 2/3 - Reconstruction and widening of narrow seal road Unsealed Road - Gravel Resheet 0.03 2.56 0.40 4.42 0.26 4.81 2.10 4.77 BARNARD RD **BROADWATER** Asphalt overlay 173 686 173,686 173 686 NORTH JINDONG RD Chambers Road CARBUNUP RIVER Reconstruction & Widen Unsealed Resheets 750,000 131,656 45,000 500,000 750,000 131,656 131,656 0 15.000 Bussell Highway Commonage Road Bussell Highway CHIEFTAIN CR BROADWATER Construct roundabout at Broadwater Boulevard New Construction 30.000 45.000 45.000 Construct roundabout at Broadwater Boulevard Year 22 - Reconstruction Asphalt overlay, BAR intersections, pedestrain linkages and cycle lanes Asphalt overlay, AC Water adjacent to pit replacements, kets and intersection improvement at Chester (refer drainage PoW) Survey, services design, concept design and consultation Roundabout and approach, remove thank their profile red asphalt and replace with black intersection mix

Asphalt overlay

Design Reconstruction

Asphalt overlay

Program of Works - Roads (2024 - 2029)

LYLE RD Downs Road FLORENCE RD VASSE PEPPERMINT WY VACCE RENDEZVOUS ROAD VASSE Nuttman Road WALSALL WEST ST WEST BUSSELTON WEST BUSSELTON Bower Road MARRINUP DR

DUNSBOROUGH BROADWATER DUNSBOROUGH

DUNGBOROUGH

DUNSBOROUGH

DUNSBOROUGH

DUNSBOROUGH

AMBERGATE

JINDONG SIESTA PARK

RUABON TUTUNUP

YALLINGUP

YALLINGUP

CLARKST

CLUBHOUSE DR

GIBNEY ST

PROWSE WY

ST ANDREWS L

Hairpin Road SIESTA PARK RD

Vasse Yallingup Siding

7.10 3.80 0.02 0.19 0.26 0.45 0.01 0.02 2.88 0.85 0.00 3.35 1.05 0.10 0.00 1.01 0.01 0.01 8.01 7.30 0.73 0.30 0.57 0.28 1.19 5.88 0.93 0.01 5.15 1.11 0.64 4.80 5.10 1.23 0.45 1.85 750,000 283,965 77,000 176,387 65,849 398,683 40,354 48,000 45,175 25,000 139,401 Glifford to North St, asphalt overlay, kerb repair and drainage replacement (refer drainage PoW) Overlay, cul-de-sac recononstruction and drainage replacement (refer drainage PoW) Spray Seal SAM Design, Survey & Preworks 398,683 40,354 48,000 45,175 Asphalt overlay Reseal 398,683 40,354 16,000 32.000 48,000 Design Asphalt overlay 45.175 Rehabilitation - Asphalt Overlay 45.175 Rehabilitation - Asphart Overlay Reconstruct intersection with Womenup South Rd Unsealed Road - Gravel Resheet Patch - bridge approach Reseal - SAM SAM seal with Asphalt overlay and corrector (Adjusted SLK start to SLK3.500) Reconstruction Unsealed Resheets 25,000 25,000 139,401 25,000 139,401 139,401 0 14,081 14,081 18,031 202,510 162,634 Reconstruction 14 081 14 081 18 031 18,031 202,510 10 021 Asphalt overlay 202.510 202.510 162.634 Unsealed Road - Gravel Resheet Unsealed Resheet 162,634 162,634 Reconstruction - profile, stabilisation and asphalt Replace kerbs, paths, drainage pits (refer drainage PoW) Spray Seal SAM Reconstruction Reconstruction Reseal 300.000 150.000 450,000 450,000 667,784 202,000 450 000 202.000 202,000 202,000 Reconstruction & Widen - 6.2m seal, 1m shoulders Reconstruction & Widening 5.20 509 000 254 500 763 500 763 500 763 500

500,000 500,000

26															
Road Details		Project Details			Dimensi	ions (SLK)			Funding :	3					
Road Name:	Locality	Description	Ongoing Project (Stage)	Works Type	Start	End	RRG	Blackspot	RTR/LRC	I Direct Grant	General Rev / Reserves	Construction \$	Total Estimate \$	Upgrade	Renewal
Jensen Way	WEST BUSSELTON	Asphalt overlay and corrector, partial kerb replacement & GP replacement (Refer Drainage PoW)	0	Asphalt overlay	0.01	0.29	0	0	0	0	182.061	182.061	182.061		182.06
Gunn Street	WEST BUSSELTON	Asphalt Overlay, kerb, turning tee installation and drainage replacement (Refer Drainage PoW)	0	Asphalt overlay	0.00	0.18	0	0	0	0	303.148	303.148	303.148		303.14
TRANQUIL L	QUINDALUP	Spray Seal SAM	0	Reseal	0.02	0.36	0	o o	0	0	9.645	9.645	9.645	9.645	000,14
PRINCEFIELD RD	ABBA RIVER	Reseal	0	Reseal	0.04	6.12	ō	ō	ō	ō	719.896	719.896	719.896	-,	719.89
PAYNE RD	JINDONG	Year 2/5 - Reconstruction & Widening	2/5	Reconstruction & Widening	3.77	12.02	500.000	0	0	0	250.000	750.000	750.000		750.00
Adams Road	BOALLIA	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	0.02	2.35	0	0	0	164.043	0	164.043	164.043	164.043	
DUCHESS ST	BUSSELTON	Asphalt overlay and Kerb replacement	0	Asphalt overlay	0.03	0.24	0	0	0	0	148,415	148,415	148,415	148,415	
NORTH JINDONG RD	NORTH JINDONG	Year 3/3 - Reconstruction and widening of narrow seal road	3/3	Reconstruction & Widening	2.56	4.81	500,000	0	0	0	250,000	750,000	750,000		750,0
Bussell Hwy	BROADWATER	Construct roundabout at Broadwater Boulevard	2/4	New Construction	4.42	4.77	80,000	0	0	0	40,000	120,000	120,000		120,0
NORTH ST	DUNSBOROUGH	Asphalt overlay and bus stop construction	0	Asphalt overlay	0.02	0.12	0	0	0	0	39,294	39,294	39,294		39,2
HAIRPIN RD	JINDONG	Reconstruction and widening (2.88-5.88 Blackspot \$2,657,000)	0	Reconstruction & Widening	2.88	5.88	0	1,782,000	0	0	875,000	2,657,000	2,657,000		2,657
HAIRPIN RD	JINDONG	Reconstruction and widening section not covered by BS funding	0	Reconstruction & Widening	5.88	7.01	0	0	0	0	819,217	819,217	819,217		819,
SIESTA PARK RD	SIESTA PARK	Rehabilitation - Asphalt Overlay	0	Asphalt overlay	0.05	0.85	0	0	0	0	233,640	233,640	233,640		233,6
Tompsett Road	TUTUNUP	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	2.60	4.10	0	0	0	105,607	0	105,607	105,607		105,6
Oats Road	TUTUNUP	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	0.85	1.50	0	0	0	38,000	7,763	45,763	45,763		45,7
Matheson Road	WILYABRUP	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	0.04	1.90	0	0	0	130,671	0	130,671	130,671		130,6
YALLINGUP CAVES RD	YALLINGUP	Reseal	0	Reseal	0.02	0.77	0	0	0	0	86,029	86,029	86,029	86,029	
WOODBRIDGE VALE	YALLINGUP SIDING	Reseal	0	Reseal	0.00	0.89	0	0	0	0	137,840	137,840	137,840		137,8
WONNERUP EAST RD	YOONGARILLUP	Reseal and pavement repairs	0	Rehabilitation	0.00	2.23	0	0	0	0	185,120	185,120	185,120		185,1
Totals:							1,080,000	1,782,000	0	438,320	4,287,067	7,587,388	7,587,388	408,13	31 7,17

Program of Works - Roads (2024 - 2029)

2026/27

Road Details		Project Details			Dimensi	ons (SLK)			Funding \$						
Road Name:	Locality	Description	Ongoing Project (Stage)	Works Type	Start	End	RRG	Blackspot	RTR / LRCI	Direct Grant	General Rev / Reserves	Construction \$	Total Estimate \$	Upgrade	Renewa
AVERIL ST	ABBEY	Reconstruction and flush kerb installation	0	Reconstruction	0.02	0.35	0	0	0	0	432,397	432,397	432,397	432,397	
Acton park South Road	ACTON PARK	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	0.00	1.65	0	0	0	115,956	0	115,956	115,956	115,956	
PAYNE RD	JINDONG	Year 3/5 - Reconstruction & Widening	3/5	Reconstruction & Widening	3.77	12.02	500,000	0	0	0	250,000	750,000	750,000		75
DAVIES WY	BROADWATER	Reconstruction and kerb replacement	0	Reconstruction	0.02	0.29	0	0	0	0	385,555	385,555	385,555		38
SOUTHERN DR	BUSSELTON	Rehabilitation - Asphalt, drainage and kerb replacements	0	Rehabilitation	0.00	0.11	0	0	0	0	163,264	163,264	163,264		16
DON RD	CHAPMAN HILL	Rehabilitation - Spray Seal (R10)	0	Rehabilitation	0.05	2.23	0	0	0	0	997,800	997,800	997,800		99
Bussell Hwy	BROADWATER	Construct roundabout at Broadwater Boulevard	3/4	Reconstruction	4.42	4.77	500,000	0	0	0	250,000	750,000	750,000		75
ARMSTRONG PL	DUNSBOROUGH	Asphalt Overlay (possible cul-de-sac widening to 18.0m)	0	Asphalt overlay	0.00	0.20	0	0	0	0	77,016	77,016	77,016		77
BUSSELL HWY	BROADWATER	Profile and Overlay	0	Asphalt overlay	1.71	2.63	0	0	0	0	683,185	683,185	683,185		68
CASTLE ROCK RD	DUNSBOROUGH	SAM	0	Reseal	0.03	1.00	0	0	0	0	59,892	59,892	59,892		5
CHESTER WY	DUNSBOROUGH	Asphalt Overlay	0	Asphalt overlay	0.28	0.39	0	0	0	0	42,045	42,045	42,045		4
GIFFORD RD	DUNSBOROUGH	Reconstruction & Drainage, address intersection of Gifford and Keenan St	0	Reconstruction	1.61	1.73	0	0	0	0	201,288	201,288	201,288	201,288	
ATKINSON ST	GEOGRAPHE	Reconstruction with mountable kerbs & drainage installation	0	Reconstruction	0.02	0.12	0	0	0	0	163.000	163 000	163.000		1
DONALD WY	GEOGRAPHE	Rehabilitation - Asphalt, kerb and drainage pit replacement	0	Rehabilitation	0.00	0.24	0	0	0	0	115.456	115,456	115,456		1
DOTTERELL CR	GEOGRAPHE	Rehabilitation - Asohalt	0	Rehabilitation	0.01	0.39	0	0	0	0	150,103	150 103	150,103		1
BIRL ELB	MARYBROOK	Asphalt Overlay	0	Asphalt overlay	0.02	0.10	0	0	0	0	16.494	16 494	16.494	16 494	
Carter Road	METRICUP	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	0.68	1.66	0	0	0	68.996	0	68.996	68.996	,	6
BINA PI	QUEDJINUP	SAMI	0	Asphalt overlay	0.00	0.57	0	0	0	0	178.473	178 473	178.473		1
BRONZEWING RD	QUEDJINUP	Spray Seal SAM	0	Reseal	0.00	0.27	0	0	ň	n	24.991	24 991	24.991		- 3
BUCKINGHAM GROVE	QUEDJINUP	Reconstruction (possible root grubbing)	ŏ	Reconstruction	0.00	0.23	0	0	ŏ	0	151.420	151.420	151.420		1
CAPRIGARDI CT	QUEDJINUP	SAM	0	Reseal	0.02	0.25	0	0	0	0	38.812	38.812	38.812		
BANGALO CI	VASSE	Spray Seal SAM	0	Reseal	0.02	0.32	0	0	0	0	46.287	46 287	46.287		4
BELLTONIA WY	VASSE	Spray Seal SAM	0	Reseal	0.02	1.60	0	0	0	0	164.715	164.715	164.715		1
CLYDEBANK AV	WEST BUSSELTON	SAMI	0	Asphalt overlay	0.02	0.27	0	0	0	0	3.286	3.286	3.286		
Metricup Yelverton Road	METRICUP	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	0.22	2.50	0	0	0	173.336	0,200	173.336	173.336		1
CAPE CLAIRAULT RD	YALLINGUP	SAM	0	Reseal	1.04	1.94	0	0	0	0	55.800	55.800	55.800		
	YALLINGUP SIDING	Unsealed Road - Gravel Resheet	0	Unsealed Resheets	0.75		0	0	0	59.844	33,000	59.844	59.844		5
Yallingup Siding Road	YALLINGUP SIDING	Unsealed Road - Gravel Resneet	U	Unsealed Resneets	0.75	1.60	U	U	U	59,844	U	59,844	59,844		٠
Totals:							1.000.000	0	0	418.133	4.651.279	6.069.411	6.069.411	766.1	35

2027/28

	Road Details		Project Details			Dimens	ions (SLK)			Funding \$						
Road No:	Road Name:	Locality	Description	Ongoing Project (Stage)	Works Type	Start	End	RRG	Blackspot	RTR / LRCI	Direct Grant	General Rev / Reserves	Construction \$	Total Estimate \$	Upgrade	Renewal
	JEFFERS CT	ABBEY	Rehabilitation - Asphalt and kerb replacement		Rehabilitation	0.01	0.07					18.524	18.524	18.524		18.524
	PAYNE RD	JINDONG	Year 4/5 - Reconstruction & Widening	4/5	Reconstruction & Widening	3.77	12.02	500.000	0	0	0	250.000	750.000	750.000		750.000
	HOLGATE RD	BROADWATER	Year 4/5 - Reconstruction & Widening Rehabilitation - Asphalt overlay partial kerb replacement and pit replacements	4/5	Rehabilitation	0.02	0.41	500,000	0	0	U	129.666	129.666	129.666		
		BROADWATER		U	Rehabilitation Rehabilitation	0.02		U	0	U	U		129,666 57.887	129,666 57.887		129,666 57.887
	KINGFISHER BVD SOUTHERN DR	BUSSELTON	Rehabilitation - profile and asphalt overlay	U	Reconstruction	0.00	0.18	U	0	U	U	57,887 294.624	294.624	294.624		294.624
			Reconstruction - root grubbing, kerb replacment and flush kerb installation	0			0.44	500.000	0	U	U					
	Bussell Hwy	BROADWATER	Construct roundabout at Broadwater Boulevard	4/4	Reconstruction	4.42	4.77	500,000	0	0	0	250,000	750,000	750,000		750,000
	BUSSELL HWY	BUSSELTON	Profile and Overlay	0	Asphalt overlay	0.01	0.53	500,000	0	0	0	250,000	750,000	750,000		750,000
	GROVE ST	DUNSBOROUGH	Rehabilitation - Asphalt, drainage solution, flush kerb installation and potential path connection	0	Rehabilitation	0.03	0.09	0	0	0	0	18,524	18,524	18,524		18,524
	DAVID DR	GEOGRAPHE	Asphalt Overlay with drainage pit replacements	0	Asphalt overlay	0.02	0.13	0	0	0	0	14,571	14,571	14,571		14,571
	GUERIN ST	GEOGRAPHE	Asphalt Overlay with drainage pit replacements, kerb replacement on one side	0	Asphalt overlay	0.04	0.09	0	0	0	0	18,854	18,854	18,854		18,854
	HARWOOD RD	GEOGRAPHE	Rehabilitation - Asphalt, pit replacements and various kerb replacement	0	Rehabilitation	0.28	0.62	0	0	0	0	130,063	130,063	130,063		130,063
	HESTER ST	GEOGRAPHE	Reconstruction, asphalt overlay (profile adjacent to flush kerbs) and pit replacements	0	Reconstruction	0.00	0.82	0	0	0	0	1,073,178	1,073,178	1,073,178		1,073,17
	KOOPIN PL	QUEDJINUP	Rehabilitation - Spray seal (S35E) with asphalt cul-de-sac (review costing)	0	Rehabilitation	0.02	0.29	0	0	0	0	27,000	27,000	27,000		27,000
	GEOGRAPHE BAY RD (EAST)	QUINDALUP	Reconstruction (review SLKs and treatment)	0	Reconstruction	2.39	3.37	0	0	0	0	582,538	582,538	582,538		582,538
	GLENVIEW DR	VASSE	Rehabilitation - SAM (asphalt intersection and cul-de-sac)	0	Rehabilitation	0.06	0.72	0	0	0	0	102,140	102,140	102,140		102,140
	PAPERBARK WY	VASSE	Reseal (S35E?)	0	Rehabilitation	0.02	0.92	0	0	0	0	293,664	293,664	293,664		293,664
	CARTER ST	WEST BUSSELTON	Asphalt Overlay apron of Bussell Highway	0	Asphalt overlay	0.00	0.01	0	0	0	0	30,000	30,000	30,000		30,000
	DOLPHIN CT	WEST BUSSELTON	Rehabilitation - Spray Seal (R10) (Asphalt overlay and profile? Check/replace/reline drainage adjacent)	0	Rehabilitation	0.00	0.17	0	0	0	0	63,263	63,263	63,263	63,263	
	GLENVALE CROSS SPUR A	DUNSBOROUGH	Rehabilitation - Asphalt and corrector on cul-de-sac (consider all of Glenvale Cross?)	0	Rehabilitation	0.00	0.08	0	0	0	0	31,435	31,435	31,435		31,435
	LAYMAN RD	PORT GEOGRAPHE	Reconstruction (potential pavement stabilisation project)	0	Reconstruction	2.50	3.21	0	0	0	0	920,797	920,797	920,797		920,797
	Unsealed Roads	0	Gravel Resheets	0	Unsealed Resheets	0.00	0.00	0	0	0	430,000	0	430,000	430,000		430,000
	Totals:							1.500.000	0	0	430.000	4.556.727	6.486.727	6.486.727	63.20	63 6,423

Program of Works - Roads (2024 - 2029)

2028/29

2028/29															
Road Details		Project Details			Dimensi	ons (SLK)			Funding	\$					
Road Name:	Locality	Description	Ongoing Project (Stage)	Works Type	Start	End	RRG	Blackspot	RTR / LRC	I Direct Grant	General Rev / Reserves	Construction \$	Total Estimate \$	Upgrade	Renewal
PHILLIP PL	ABBEY	Asphalt Overlay, kerb replacement and cul-de-sac widening	0	Asphalt overlay	0.02	0.07	0	0	0	0	22,398	22,398	22,398		22,398
Acton Park Road	ACTON PARK	Design for reconstruction - completion of stage 3 of 3	0	Design	0.00	0.00	0	0	0	0	45,000	45,000	45,000		45,000
PAYNE RD	JINDONG	Year 5/5 - Reconstruction & Widening	0	Reconstruction	3.77	12.02	500,000	0	0	0	250,000	750,000	750,000	750,000	
BOALLIA RD	BOALLIA	Cost at 14mm SAM, gravel shoulders	0	Reseal	2.54	6.45	0	0	0	0	629,992	629,992	629,992		629,992
KALOORUP RD	KALOORUP	Reseal	5/5	Reseal	8.74	11.75	0	0	0	0	2,182,852	2,182,852	2,182,852		2,182,852
PHYLLIS ST	BROADWATER	Asphalt Overlay, kerb and drainage pit repacement	0	Asphalt Overlay	0.02	0.09	0	0	0	0	27,113	27,113	27,113		27,113
WILLIAM DR	BROADWATER	Asphalt Overlay (covered in 24/25 Barnard Road project)	0	Asphalt Overlay	0.04	0.02	0	0	0	0	4,631	4,631	4,631		4,631
BUSSELL HWY	BROADWATER	Profile and Overlay	0	Asphalt Overlay	0.53	1.05	250,000	0	0	0	500,000	750,000	750,000		750,000
TRILLER CL	GEOGRAPHE	Asphalt Overlay on the intersection apron (to be undertaken with Avocet Boulevard)	0	Asphalt Overlay	0.00	0.04	0	0	0	0	11,247	11,247	11,247		11,247
AVOCET BVD	GEOGRAPHE	Asphalt Overlay and pit replacements	0	Asphalt Overlay	0.02	0.39	0	0	0	0	124,445	124,445	124,445		124,445
RIDGEWAY DR	QUEDJINUP	Rehabilitation - SAM	0	Reseal	0.02	2.18	0	0	0	0	710,785	710,785	710,785		710,785
PINE CT	QUINDALUP	Asphalt Overlay, kerb replacement and cul-de-sac construction	0	Asphalt Overlay	0.00	0.07	0	0	0	0	26,327	26,327	26,327		26,327
SEA HILL CR	QUINDALUP	Reseal (SAM? Possible cul-de-sac asphalting)	0	Reseal	0.00	0.49	0	0	0	0	64,508	64,508	64,508		64,508
WILSON AV	QUINDALUP	Profile and Asphalt Overlay	0	Asphalt Overlay	0.00	0.23	0	0	0	0	73,102	73,102	73,102		73,102
WOODLANDS WY	QUINDALUP	Reseal (S35E treatment & asphalt cul-de-sac?)	0	Reseal	0.00	0.18	0	0	0	0	58,548	58,548	58,548		58,548
REDGUM WY	VASSE	Reseal (Asphalt overlay intersections?)	0	Reseal	0.02	0.80	0	0	0	0	103,584	103,584	103,584		103,584
POSSUM PL	VASSE	Reseal (Asphalt turnaround area?)	0	Reseal	0.00	0.47	0	0	0	0	154,404	154,404	154,404		154,404
THURKLE ST	WEST BUSSELTON	Asphalt Overlay and drainage pit replacements (minor kerb replacements)	0	Asphalt overlay	0.00	0.14	0	0	0	0	47,632	47,632	47,632		47,632
Unsealed Roads	YALYALUP	Gravel Resheets	0	Unsealed Resheets	0.00	0.00	0	0	0	430,000	0	430,000	430,000		430,000
Totals:							750.000	0	0	430,000	5,036,567	6.216.567	6.216.567	750,00	00 5,466,56

Carpark Program of Works (2024 - 2029)

2024/25

2024/23													
	Road Details		Project Details			Dimensions							
Asset Id	Carpark Name:	Locality	Description	Environmental Impact	Works Type	Area (m²)	Developer Contribution \$	External Grant \$	Grant Source	Carpark Reserves \$	Total Estimate \$	Upgrade \$	Renewal \$
1006393	Eagle Bay Hall Limestone Overflow	Eagle Bay	Eagle Bay Boat Ramp - Asphalt Overlay, minor earthworks	None	Rehabilitation	445				\$ 79,265.00	79,265	79,265	
1006426	Port Geographe Marina / Boat Ramp Stage 1	Geographe	Stage one 1788m2 - Profile and Overlay, DGA 40mm, AC14-C320-A15E	N/A	Profile & Asphalt Overlay	1,788		50,000	PGLOA	\$ 136,945.00	186,945		186,945
	Totals:					2,233	\$0	\$50,000		\$216,210	\$266,210	\$79,265	5 \$186,945

2025/26

2025/26													
	Road Details		Project Details			Dimensions							
Asset Id	Carpark Name:	Locality	Description	Environmental Impact	Works Type	Area (m²)	Developer Contribution \$	External Grant \$	Grant Source	Carpark Reserves \$	Total Estimate \$	Upgrade \$	Renewal \$
1006374 N	aturaliste Community Centre	Dunsborough	Reconstruction for root damaged area 138m2, SAMI Seal- DGA 30mm-AC10 including access road (1140m2)	Low	Partial Reconstruction, Asphalt Overlay	4,869				223,443	223,443		223,44
	Totals:					4,869	\$0	\$0		\$223,443	\$223,443	\$	0 \$223

2026/27

	Road Details		Project Details	<u> </u>		Dimensions							
Asset Id	Carpark Name:	Locality	Description	Environmental Impact	Works Type	Area (m²)	Developer Contribution \$	External Grant \$	Grant Source	Carpark Reserves \$	Total Estimate \$	Upgrade \$	Renewal \$
1006377	Quindalup Boat Trailer Park	Quindalup	Primer Seal 7mm with Cutback Bitumen	None	Reseal	2,729				15,909	15,909		15,909
1006372	"Old Dunsborough Hall" Rear Car Park	Dunsborough	R7-C170	None	Reseal	465				3,100	3,100		3,100
1009975	Vasse Oval - Dawson East	Vasse	Second Coat - R14-C170	None	Asphalt Overlay	3,349				14,873	14,873		14,873
1006365	Little Meelup Beach/Castle Bay	Naturaliste	Reconstruction lower area (300m2) for redesign & Overlay, SAMI Seal, DGA 30mm-AC10-C170	None	Reconstruction, Asphalt Overlay	2,056				130,895	130,895		130,895
1007522	Short Term Car Park (Old Terminal)	Yalyalup	Partial reconstruction (due to root damage) and island replacement, Overlay, DGA 30mm-AC10-C170	None	Asphalt Overlay	786				36,910	36,910		36,910
	Totals:					9,385	\$0	\$0		\$201,687	\$201,687	\$0	\$201,687

2027/28

Road Details		Project Details			Dimensions							
Asset Id Carpark Name:	Locality	Description	Environmental Impact	Works Type	A (2)	Developer Contribution \$	External Grant \$	Grant Source	Carpark Reserves \$	Total Estimate \$	Upgrade \$	Renewal \$
1006370 Coles North	Busselton	Partial rehabilitation (root damaged areas), AC10-C170	None	Partial Rehabilitation, Asphalt Overlay	7,876				223,443	249,890		249,890
Totals:					7,876	\$0	\$0		\$223,443	\$249,890	Ş	\$0 \$249,8

2028/29

	Road Details		Project Details			Dimensions								
Asset Id	Carpark Name:	Locality	Description	Environmental Impact	Works Type	Area (m²)	Developer Contribution \$	External Grant \$	Grant Source	Carpark Reserves \$	Total Estimate \$	Upgrade \$	Renewal	I \$
1006426	Port Geographe Marina / Boat Ramp Stage 2	Geographe	Minor reconstruction (root damage), Asphalt Overlay, Drainage Pit Lid replacements	None	Partial Reconstruction, Asphalt Overlay	8,070				268,700	268,700		268,7	,700
	Totals:					8,070	\$0	\$0		\$268,700	\$268,700		\$0 \$2	268,70

Drainage Program of Works (2024-2028)

Year	Road Name	Town Site	Section/Project	Works Type	Cost Es		External Funding	Other Infrastructure (Drainage, Signage Etc) Reserve	Ren	ewal	Upgrade/ Expansion	Project Driver
2024/25	Alan Street	Broadwater	Replacement of selected pits & pipes to support road renewal project	Renewal	\$	31,446		\$ 31,446	\$	31,446		Road Renewal
2024/25	Barnard Road	Broadwater	Replacement of selected pits & pipes to support road renewal project	Renewal	\$	26,929		\$ 26,929	\$	26,929		Road Renewal
2024/25	Chieftan Cres	Dunsborough	Replacement of selected pits & pipes to support road renewal project	Renewal	\$	66,683		\$ 66,683	\$	66,683		Road Renewal
2024/25	Gibney Street	Dunsborough	Replacement of selected pits & pipes to support road renewal project	Renewal	\$	31,446		\$ 31,446	\$	31,446		Road Renewal
2024/25	Prowse Way	Dunsborough	Replacement of selected pits & pipes to support road renewal project	Renewal	\$:	130,099		\$ 130,099	\$	130,099		Road Renewal
2024/25	Bower Road	West Busselton	Replacement of selected pits & pipes to support road renewal project	Renewal	\$:	163,866		\$ 163,866	\$	163,866		
2024/25	Blythe Road	Yallingup Siding	Replace existing failing box culvert	Upgrade	\$	76,000		\$ 76,000			\$ 76,000	
2024/25	Beachfields Drive and Latrobe Place	Abbey	Connection of existing soakwell into piped system	Upgrade	\$	47,398		\$ 47,398			\$ 47,398	
2024/25	Gifford Road Pit Lid replacement	Dunsborough	Replace existing heavy SEP lids and old manhole lids at SLK1.03-1.49	Upgrade	\$	42,096		\$ 42,096			\$ 42,096	Condition/Maintenace issue
2024/25	Bay View Crescent Pit replacement	Dunsborough	Replace existing pits and install new pit (north side) at SLK0.23	Upgrade	\$	35,944		\$ 35,944			\$ 35,944	Condition/Maintenace issue
2024/25	Moylan Way	Geographe	Wilmot to Moylan Way 525 Helicoil relining	Renewal	\$ 60	0,003.55		\$ 60,004	\$	60,004		
2024/25	Norman, Rose St & Armstrong Road	Broadwater	Investigation and Design	Investigation/D	\$ 26	5,000.00		\$ 26,000				
	Totals:				\$ 7	37,911	\$ -	\$ 737,91	\$	510,473	\$ 201,438	

Year	Road Name	Town Site	Section/Project	Works Type	Co	st Estimate	External Funding	Other Infrastructure (Drainage, Signage Etc) Reserve	Rene	ewal	Upgrade/ Expansion	Project Driver
2025/26	Gunn Street	West Busselton	Replace existing pits and selected pipes	Renewal	\$	79,623.00		\$ 79,623	\$	79,623		Road Renewal
2025/26	Jensen Way	West Busselton	Replace GP to facilitate road works	Renewal	\$	14,000.00		\$ 14,000	\$	14,000		Road Renewal
2025/26	Ford Road	Geographe	Pit Replacement to faciliate religning	Renewal	\$	150,000.00		\$ 150,000	\$	150,000		Condition/Maintenace issue
2025/26	Layman Road - Trash Rack/Net Guard	Geographe	Installation of Trash Rack at outfall at SLK 10.76	Upgrade	\$	60,000.00		\$ 60,000			\$ 60,000	LTFP Projects
2025/26	College Ave - Trash Rack/Net Guard	West Busselton	Installation of Trash Rack at outfall at PAW outfall from Cook Street to College Avenue	Upgrade	\$	90,000.00		\$ 90,000			\$ 90,000	LTFP Projects
2025/26	Dunsborough Lakes Drive DN750 relining	Dunsborough	DN750 Helicoil relining	Renewal	\$	380,013.00		\$ 380,013	\$	380,013		Condition/Maintenace issue
	Totals:				\$	773,636	\$ -	\$ 773,636	\$	623,636	\$ 150,000	

V	Road Name	Taum Site	Continu (Decised	Marka Tura	C		External	Other Infrastructure (Drainage, Signage			Upgrade/	Designed Deliver
Year		Town Site	Section/Project	Works Type	Cos	t Estimate	Funaing	Etc) Reserve	Ren	ewai	Expansion	Project Driver
2026/27	Ford Road	Geographe	Reline pipe to address root intrusion issues	Renewal	\$	485,000.00		\$ 485,00) \$	485,000		Condition/Maintenace issue
2026/27	Fredrick Street Drainage (LIA Drainage)	Busselton	Drainage improvements resulting from investigations	Upgrade	\$	300,000		\$ 300,000)		\$ 300,000	LTFP Projects
			Relining of approx 60m of failing/contstant blocking section (incudes Newberry pit									
2026/27	Boronia Close relining	Dunsborough	replacement)	Renewal	\$	70,899.00		\$ 70,89	\$ \$	70,899		
	Totals:				\$	855,899	\$ -	\$ 855,899	\$	555,899	\$ 300,000	

Year	Road Name	Town Site	Section/Project	Works Type	Co		External Funding	Other Infrastructure (Drainage, Signage Etc) Reserve	Rene		Upgrade/ Expansion	Project Driver
2027/28	Norman, Rose St & Armstrong Road	Broadwater	Reline pipe, selected pit replacements and outfall improvements	Renewal	\$	375,000.00		\$ 375,000	\$	375,000		
			Culvert Structural assessment & Design/catchment analysis (Consider including adjacent									
2027/28	Vincent St	Dunsborough	culverts)	Investigation/D	\$	25,000.00		\$ 25,000				
2027/28	Earnshaw Road	West Busselton	Reline 300dia pipe & pit replacement	Renewal	\$	127,622.00		\$ 127,622	\$	127,622		Condition/Maintenace issue
2027/28	Glenmeer Ramble replacement	West Busselton	Replacement of DN300 concrete main with GLC Geothermal pipe in side of pipe	Renewal	\$	46,220.00		\$ 46,220	\$	46,220		
2027/28	Neville St relining	Dunsborough	Reline butt joint pipe	Renewal	\$	159,522.00		\$ 159,522	\$	159,522		
2027/28	Old Vasse Highway Helicoil Culvert replacement	Jarrahwood	Bush fire compromised Helicoil pipes 3 x 750dia	Renewal	\$	114,000.00		\$ 114,000	\$	114,000		
	Totals:				\$	847,364	\$ -	\$ 847,364	\$	822,364	\$ -	

	Footpaths & Cycleways Program of Works 2024 to 2029														
Year	Year Road Name / Reserve # Townsite Section Area m ² Length Width Material Works Type Estimate (\$) External Funding (\$) External Funding (\$) Upgrade/ Expansion (\$) Upgrade/ Expansion (\$)														
2024/25	Signal Park	Busselton	Geographe By & West St	486	162	3	Black Asphalt	Upgrade	72,670		72,670			Black Asphalt between Crossover and Eastern end of Foreshore West Carpark, widen from 2.5m to 3m	
2024/25	Causeway Road	Busselton	Strelly St SLK 0.03 to Causeway Service Rd SLK 0	70	35	2	Concrete	Upgrade	25,000		25,000			New Path construction to connect path on corner of 60 (Lot 64) Causeway Road	
2024/25	Duchess St	Busselton	West St to Queen St left	438	175	3	Concrete	Upgrade	82,278		82,278		82,278	Path Upgrade and Kerb replacement	
2024/25	Pedestrian Access Way (PAW)	Geographe	Princep St to Guerin St	668	334	2	Concrete	Renewal	83,665		83,665	83,665		Donald, Cleveland and Argyle Lead in Paths included	
2024/25	Bussell Hwy	Broadwater	Harvest Rd to Ray Ave Right (SLK 6.56-6.78)	550	220	2.5	Black Asphalt	Upgrade	62,832		62,832		62,832	Refer to Roads Program, remove, replace and widen, box out root damaged areas	
	Remove and replace to existing design, install new														
2024/25	Peel Toe Busselton Cammilleri St to Brown St 262.5 105 2.5 Concrete Renewal 19,330 19,330 Remove and replace to existing design														
Total									\$460,775	\$0	\$460,775	\$217,995	\$242,780		

Year	Road Name / Reserve #	Townsite		Area m²	Length	Width	Material	Works Type	Cost Estimate (\$)	External Funding (\$)	Footpaths & Cycleways Reserve Total (\$)	Renewal (\$)	
2025/26	Duel Use Path (DUP), R44314 Lot 50	Geographe	Freycinet Dr to near Groyne Rd	549	183	3	Red Asphalt	Upgrade	43,065		43,065		43,065 Box out and Widen to 3m
2025/26	DUP, R49273, Lot 2007, 2010, 2013	Geographe	From Pearson Dr travelling East towards Tortoise Rise	1470	588	2.5	Red Asphalt	Renewal	83,000		83,000	83,000	Box out root damaged areas, remove and replac
2025/26	Elijah Circle	Vasse	Orlando Blvd to Dowell	100	40	2.5	Concrete	Renewal	44,983		44,983	44,983	Works include tree removal / stump grinding, roo removal (High contingency)
2025/26	Elijah Circle	Vasse	Parksview Blvd to Keilly Blvd	85	34	2.5	Concrete	Renewal	42,075		42,075	42,075	Works include tree removal / stump grinding, roo removal (High contingency)
2025/26	Elijah Circle	Vasse	Hayrake Dr to Baler Dr	175	70	2.5	Concrete	Renewal	45,007		45,007	45,007	Works include tree removal / stump grinding, roo removal (High contingency)
2025/26	Elijah Circle	Vasse	Campbell Blvd to Orlando Blvd	137.5	55	2.5	Concrete	Renewal	42,494		42,494	42,494	Works include tree removal / stump grinding, roo removal (High contingency)
2025/26	New River Ramble	West Busselton	Parking exit at Pianobx Blvd intersection	90	36	2.5	Concrete	Renewal	14,497		14,497	14,497	Remove and replace to existing design
2025/26	Maleluca Dr	West Busselton	Full Length	2151	717	3	Red Asphalt	Renewal	193,480		193,480		193,480 Remove, replace and widen
Total									\$508,601	\$0	\$508,601	\$272,056	\$236,545

Year	Road Name / Reserve #	Townsite	Section	Area m²	Length	Width	Material	Works Type	Cost Estimate (\$)	External Funding (\$)	Footpaths & Cycleways Reserve Total (\$)	Renewal (\$)	Upgrade/ Expansion (\$)	Comments
2026/27	DUP	Dunsborough	Bayview Crescent to Old Dunsborough Boat ramp	900	300	3	Red Asphalt	Upgrade	98,789		98,789		98,789	Remove, replace and widen
2026/27	Fern Rd	Eagle Bay	SLK 0 to 0.45	800	400	2	Red Asphalt	Renewal	101,700		101,700	101,700		Remove and replace to existing design, excluding newly constructed Path at Caladenia Cl intersection
			Silverglen Ave to Alan St	1101			Black Asphalt	Upgrade			98,539			Clearing and Path realignment required
2026/27	Busselton Bypass / Rail Trail	Vasse	Kangaroo Creek timber Bridge to crossing at Caprock Crescent	2154	718	2.5	Red Asphalt	Renewal	151,708		151,708	151,708		Remove and replace to existing design
2026/27	Gifford Rd	Dunsborough	Keenan St to Harris St	324	162	2	Concrete	Renewal	67,082		67,082	67,082		Refer to Roads Program, remove and replace to existing design
Total									\$517,818	\$0	\$517,818	\$320,490	\$197,328	

Footpaths & Cycleways Program of Works 2024 to 2029

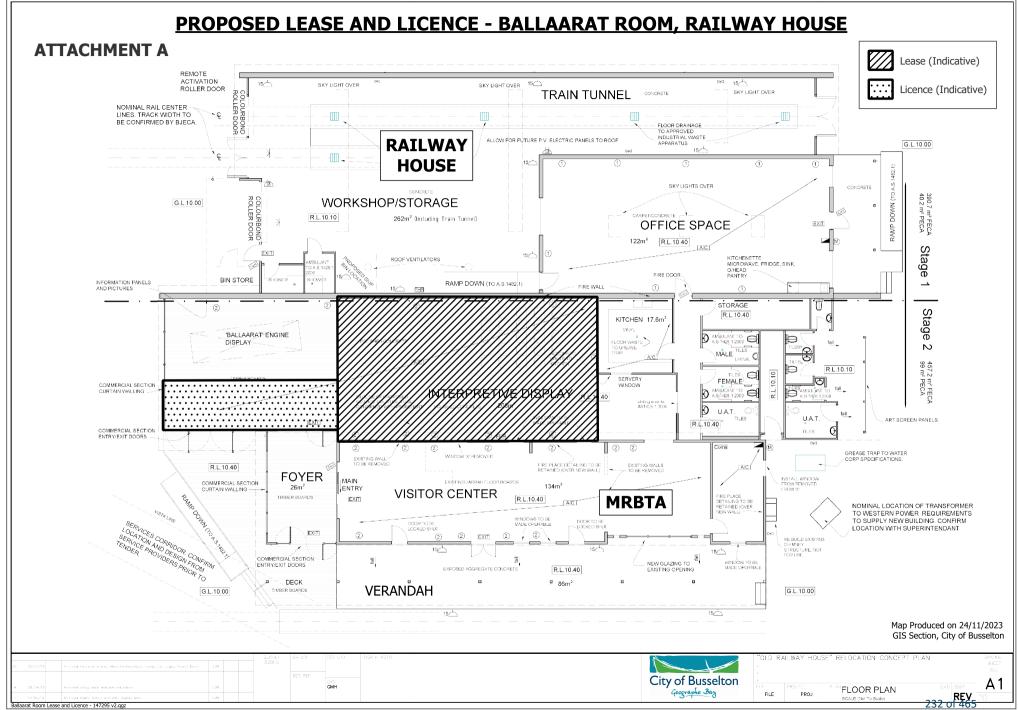
Year	Road Name / Reserve #	Townsite	Section	Area m²	Length	Width	Material	Works Type	Cost Estimate (\$)	External Funding (\$)	Footpaths & Cycleways Reserve Total (\$)	Renewal (\$)	Upgrade/ Expansion (\$)	Comments
2027/28	DUP	Dunsborough	Beach Road to Culvert at Dandatup Brook on Vincent St	330	132	2.5	Red Asphalt	Renewal	50,000		50,000	50,000		Remove and replace to existing design
														Refer to Roads Program, remove and replace to
2027/28	Holgate Rd	Broadwater	Red Asphalt SLK 0.07 to 0.37	720	288	2.5	Red Asphalt	Renewal	49,356		49,356	49,356		existing design
			Red Asphalt section, including Path past Council Carpark and											Refer to Roads Program, remove and replace to
2027/28	Southern Drive (R28652, Lot353)	Busselton	Administration Building	2188	875	2.5	Red Asphalt	Renewal	220,698		220,698	220,698		existing design
														Intersection upgrades due to poor condition,
					approx.	approx.								redesign to current standards. Milne St, Ford Rd,
					25m per	2.5m per								Mills PI, Willmott St, Moylan Way, Dotterell Cres,
2027/28	Marine Tce	Busselton	Marine Tce (2.05 - 3.91, Milne St to Guerin St)		side	side	Concrete	Upgrade	214,500		214,500		214,500	Armitage Dr, Anthony Rd, Guerin St.
Total									\$534,554	\$0	\$534,554	\$320,054	\$214,500	

Year	Road Name / Reserve #	Townsite	Section	Area m²	Length	Width	Material	Works Type	Cost Estimate (\$)	External Funding (\$)	Footpaths & Cycleways Reserve Total (\$)	Renewal (\$)	Upgrade/ Expansion (\$)	Comments
2028/29	Marine Tce	Geographe	Marine Tce (4.10 - 4.32, Princep St and Kite Court)			approx. 2.5m per side	Concrete	Upgrade	55,000		55.000			Intersection upgrades due to poor condition, redesign to current standards, Princep St, Kite Ct
2028/29	DUP	Busselton	Geographe Bay Rd SLk 0.22 R49652, R24455 (Wakeford St)	1600			Asphalt	Upgrade	210,000		210,000		210,000	Starting at Geographe Bay Rd 0.22 (Scope to budget amount)
			Dunn Bay Rd to end of Geographe Bay Rd R22965, Lot 251	654				Upgrade	163,500		163,500			Remove, replace and widen
			Bussell Hwy to Falcon Drive (right)	806				Renewal	109,500		109,500	109,500		Remove, replace, box out root damaged areas Requires funding application to WA Bicycle Network
	DUP	Busselton	Geographe Bay Rd - Craig St to Earnshaw Rd	2808	936	3	Black Asphalt	Upgrade	338,076	169,038	169,038		169,038	Grants Program, Widen to 3m
Total									\$876,076	\$169,038	\$538,000	\$109,500	\$597,538	

			Buildings Program of Works (2024-2029)					
024/25	Building Name	Asset Number	Works Summary	To	otal Estimate	Renewal	Upgrade	Funding Source
,	Busselton Works Depot	BLD.002100	Replacement of structure to Mowing & Sign sheds	\$	475,159			General Building Reserve
	Busselton Depot Training Room	BLD.002200	Replace floor coverings	\$	14,628			General Building Reserve
			Refurbishment to all areas					
			Tiling wet area walls					
			Replace cubicle partitions					
	Dunsborough Oval Public Toilets & Changerooms	BLD.005100	Painting to walls and doors	\$	61,301			General Building Reserve
	Geographe Leisure Centre (GLC)	BLD.006100	Upgrade Building Management System (BMS) Upgrade Café	\$	184,000	\$ 184,000	\$ -	General Building Reserve
			Public toilet renewal					
	Old Court House	BLD.009500	Limestone work on heritage walls	\$	78,775	\$ 78,775	\$ -	General Building Reserve
	Old Police Sergeant Quarters	BLD.009700	Upgrade Uni-sex Accessable Toilet Re-render and paint part of south wall	ć	87,400	\$ 3,450	¢ 93.0E0	General Building Reserve
	Bovell Park Transformer Building	BLD.001405	Upgrade of Electrical Board	Š	103,500		\$ 103,500	General Building Reserve
	Churchill Park Hall	BLD.003900	Upgrade of Electrical Board	Ś	103,500			General Building Reserve
	TOTAL		100	\$	1,108,263			G
25/26	Building Name	Asset Number	Works Summary		Total	Renewal	Upgrade	Funding Source
		n. n. 000000	Tile to internal walls		40.550	40.550		
	Bunker Bay Ablutions	BLD.003300	Replace floor coverings to Maint & Construction transportable and	\$	19,550	\$ 19,550	\$ -	General Building Reserve
	Busselton Works Depot	BLD.002100	Server room	s	4,600	\$ 4,600	s -	General Building Reserve
			Replace Roof - Pool Hall	Ý	4,000	- 4,300		or building nederve
			Replace Liner - Indoor Pool					
			Spot repair Regupol flooring					
			Replace vinyl in Creche					
			Replace floor in Group fitness room					
			Replace carpets in office spaces					
	Geographe Leisure Centre (GLC)	BLD.006100	Replace ceiling tiles in reception, offices and group fitness	\$	727,139	\$ 727,139	\$ -	General Building Reserve
	Naturaliste Community Centre (NCC)	BLD.009300	Replace vinyl flooring to common area	\$	70,000	\$ 70,000	\$ -	General Building Reserve
	Georgette Street Toilets TOTAI	BLD.005900	Replacement of toilet block	\$	250,000 1,071,289		\$ 250,000 \$ 250,000	General Building Reserve
	TOTAL	•		ş	1,071,269	\$ 621,269	\$ 250,000	
026/27	Building Name	Asset Number	Works Summary		Total	Renewal	Upgrade	Funding Source
	Churchill Park Toilets (Adelaide St)	BLD.024500	Replacement of toilet block to include UAT	\$	250,000	\$ -	\$ 250,000	General Building Reserve
	Busselton Works Depot	BLD.002100	Replace floor and paint walls to Irrigation, M&C, P&G offices	ė	9,775	\$ 9,775	\$ -	General Building Reserve
	Busselton works bepot	DLD.002100	Replace floor and paint waits to irrigation, wide, ride offices	y	3,773	3,773	,	General building Neserve
	Geographe Leisure Centre (GLC)	BLD.006100	Outdoor Pool - Liner Replacement	\$	299,000	\$ 299,000	\$ -	General Building Reserve
	Discrete a take Taurie Dark & Ablusia						l .	
	Busselton Jetty Tourist Park 1 Abiution	BLD.007100	Universal accesibility improvements and minor renewals	\$	45,655	\$ 23,805	\$ 21,850	BJTP Reserve
	Busselton Jetty Tourist Park 1 Ablution			\$	45,655	\$ 23,805		BJTP Reserve
	Naturaliste Community Centre (NCC)	BLD.009300	Universal accesibility improvements and minor renewals New storage	\$	172,500	\$ -	\$ 172,500	BJTP Reserve General Building Reserve
		BLD.009300		\$ \$		\$ -	\$ 172,500	
127/28	Naturaliste Community Centre (NCC) TOTAL	BLD.009300	New storage	\$	172,500 776,930	\$ - \$ 332,580	\$ 172,500 \$ 444,350	General Building Reserve
027/28	Naturaliste Community Centre (NCC)	BLD.009300		\$	172,500	\$ -	\$ 172,500	
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name	BLD.009300 Asset Number	New storage Works Summary	\$	172,500 776,930 Total	\$\$ 332,580	\$ 172,500 \$ 444,350 Upgrade	General Building Reserve Funding Source
027/28	Naturaliste Community Centre (NCC) TOTAL	BLD.009300	New storage	\$	172,500 776,930	\$\$ 332,580	\$ 172,500 \$ 444,350 Upgrade	General Building Reserve
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name	BLD.009300 Asset Number	New storage Works Summary	\$	172,500 776,930 Total	\$\$ 332,580	\$ 172,500 \$ 444,350 Upgrade	General Building Reserve Funding Source
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name	BLD.009300 Asset Number	Works Summary Replacement of structure to the vehicle shelter	\$	172,500 776,930 Total	\$ 332,580 Renewal \$ 586,500	\$ 172,500 \$ 444,350 Upgrade \$ -	General Building Reserve Funding Source
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot	Asset Number	Works Summary Replacement of structure to the vehicle shelter Remove known ACM	\$ \$	172,500 776,930 Total 586,500	\$ 332,580 Renewal \$ 586,500	\$ 172,500 \$ 444,350 Upgrade \$ -	General Building Reserve Funding Source General Building Reserve
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot	Asset Number	Works Summary Replacement of structure to the vehicle shelter Remove known ACM	\$ \$	172,500 776,930 Total 586,500	\$ 332,580 Renewal \$ 586,500 \$ 218,500	\$ 172,500 \$ 444,350 Upgrade \$ -	General Building Reserve Funding Source General Building Reserve
2027/28	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall	Asset Number BLD.002100 BLD.004900	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms	\$ \$	172,500 776,930 Total 586,500	\$ 332,580 Renewal \$ 586,500 \$ 218,500	\$ 172,500 \$ 444,350 Upgrade \$ -	General Building Reserve Funding Source General Building Reserve General Building Reserve
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall	Asset Number BLD.002100 BLD.004900	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main	\$ \$	172,500 776,930 Total 586,500	\$ 332,580 Renewal \$ 586,500 \$ 218,500	\$ 172,500 \$ 444,350 Upgrade \$ -	General Building Reserve Funding Source General Building Reserve General Building Reserve
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC)	BLD.009300 Asset Number BLD.002100 BLD.004900 BLD.006100	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code	\$ \$	172,500 776,930 Total 586,500 218,500 260,380	\$ 332,580 Renewal \$ 586,500 \$ 218,500	\$ 172,500 \$ 444,350 Upgrade \$ - \$ -	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve
027/28	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall	BLD.009300 Asset Number BLD.002100 BLD.004900 BLD.006100 BLD.003200	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main	\$ \$	172,500 776,930 Total 586,500 218,500 260,380	\$ -332,580 Renewal \$ 586,500 \$ 218,500 \$ 260,380	\$ 172,500 \$ 444,350 Upgrade \$ - \$ - \$ - \$ 92,000	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve
	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall	BLD.009300 Asset Number BLD.002100 BLD.004900 BLD.006100 BLD.003200	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code	\$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380	\$ -332,580 Renewal \$ 586,500 \$ 218,500 \$ 260,380	\$ 172,500 \$ 444,350 Upgrade \$ - \$ - \$ - \$ 92,000	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve
	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall	BLD.009300 Asset Number BLD.002100 BLD.004900 BLD.006100 BLD.003200	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code	\$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380	\$ -332,580 Renewal \$ 586,500 \$ 218,500 \$ 260,380	\$ 172,500 \$ 444,350 Upgrade \$ - \$ - \$ -	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve
	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall	Asset Number BLD.002100 BLD.004900 BLD.006100 BLD.003200	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure	\$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380	\$ 332,580 Renewal \$ 586,500 \$ 218,500 \$ 260,380 \$ 1,065,380 Renewal	\$ 172,500 \$ 444,350 Upgrade \$. \$. \$. \$. \$. \$. Upgrade	Funding Source Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve
2027/28	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall TOTAL Building Name	Asset Number BLD.002100 BLD.002100 BLD.006100 BLD.003200 Asset Number	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure	\$ \$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380	\$ 332,580 Renewal \$ 586,500 \$ 218,500 \$ 260,380 \$ 1,065,380 Renewal	\$ 172,500 \$ 444,350 Upgrade \$. \$. \$. \$. \$. \$. Upgrade	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve Funding Source
	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall TOTAL Building Name	Asset Number BLD.002100 BLD.002100 BLD.006100 BLD.003200 Asset Number	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure	\$ \$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380	\$	\$ 172,500 \$ 444,350 Upgrade \$ - \$ - \$ - \$ 92,000 Upgrade	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve Funding Source
	Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall TOTAL Building Name Geographe Leisure Centre (GLC)	Asset Number BLD.002100 BLD.002100 BLD.006100 BLD.003200 Asset Number	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure Works Summary Replace roof to Stadium Patch and paint plant room walls	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380 Total	\$	\$ 172,500 \$ 444,350 Upgrade \$ - \$ - \$ - \$ 92,000 Upgrade	Funding Source General Building Reserve Funding Source General Building Reserve
	Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall TOTAL Building Name Geographe Leisure Centre (GLC)	Asset Number BLD.002100 BLD.002100 BLD.006100 BLD.003200 Asset Number	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure Works Summary Replace roof to Stadium Patch and paint plant room walls	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380 Total	\$ -332,580 Renewal \$ 586,500 \$ 218,500 \$ 260,380 \$ 1,065,380 Renewal \$ 241,500 \$ 430,100	\$ 172,500 \$ 444,350 Upgrade \$ - \$ - \$ - \$ 92,000 \$ 92,000 Upgrade \$ -	Funding Source General Building Reserve Funding Source General Building Reserve
	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall TOTAL Building Name Geographe Leisure Centre (GLC) Busselton Jetty Tourist Park 3 Ablution Naturaliste Community Centre (NCC)	BLD.009300 Asset Number BLD.002100 BLD.004900 BLD.006100 BLD.003200 Asset Number BLD.006100 BLD.006100 BLD.006100 BLD.006100 BLD.006100 BLD.006100 BLD.006100	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure Works Summary Replace roof to Stadium Patch and paint plant room walls Complete refurbishment to park 3 ablution Remediation to primary and secondary steelwork	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380 Total 241,500 430,100 103,500	\$	\$ 172,500 \$ 444,350	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve Funding Source General Building Reserve BJTP Reserve General Building Reserve
	Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall TOTAL Building Name Geographe Leisure Centre (GLC) Busselton Works Depot	Asset Number BLD.002100 BLD.004900 BLD.006100 BLD.003200 Asset Number BLD.006100 BLD.006100 BLD.019500	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure Works Summary Replace roof to Stadium Patch and paint plant room walls Complete refurbishment to park 3 ablution	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380 Total 241,500 430,100	\$	\$ 172,500 \$ 444,350	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve Funding Source General Building Reserve BJTP Reserve General Building Reserve
	Naturaliste Community Centre (NCC) TOTAL Building Name Busselton Works Depot Dunsborough Hall Geographe Leisure Centre (GLC) High Street Hall TOTAL Building Name Geographe Leisure Centre (GLC) Busselton Jetty Tourist Park 3 Ablution Naturaliste Community Centre (NCC)	BLD.009300 Asset Number BLD.002100 BLD.004900 BLD.006100 BLD.003200 Asset Number BLD.006100 BLD.006100 BLD.006100 BLD.006100 BLD.006100 BLD.006100 BLD.006100	Works Summary Replacement of structure to the vehicle shelter Remove known ACM Replace hall exit doors Refurbishment of Male and Female dry side changerooms Connect building to sewer main Renew pipework to code Remove existing infrastructure Works Summary Replace roof to Stadium Patch and paint plant room walls Complete refurbishment to park 3 ablution Remediation to primary and secondary steelwork	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	172,500 776,930 Total 586,500 218,500 260,380 92,000 1,157,380 Total 241,500 430,100 103,500	\$	\$ 172,500 \$ 444,350	General Building Reserve Funding Source General Building Reserve General Building Reserve General Building Reserve General Building Reserve Funding Source General Building Reserve BJTP Reserve General Building Reserve

City of Busselton - Parks and Gardens Program of Works 2024-2029

			Year 1	Ye	ear 2	Year 3	Year 4	Year 5	
Category	Project	Comments 23-24	2024-25	20	025-26	2026-27	2027-28	2028-29	Total
	Froject	Comments 25-24	2024-23	20	J2J-20	2020-27	2027-20	2020-23	TOTAL
General Renewal	Barbecues	Renewal of BBQS, includes upgrade to smart electric at renewal		34,000	34,000	34,000	34,000	34,000	170,00
	Beach Access Stairs	Condition audit and revised program underway		40,000	40,000	40,000	40,000		200,00
		Dunsborough pile sleaving & capping 24/25		-,,,,,,,,	.,	,,,,,	,,,,,	,,,,,	
		Busselton Net replacement 25/26							
	Beach Enclosures	Stinger net 25/26		65,000	210,000	0		170,000	445,00
	Beach Shower / Water Fountain Upgrade & Renewal	Audit to be undertaken to determine renewal requirements & priorities		20,000	20,000	20,000	20,000	20,000	100,00
	Busselton Skate Park - Replacement of paving and surfacing Busselton Skate Park	Audit to be undertaken to determine renewal requirements & priorities Lighting inspection, design and replacement		70,000					70,00
		AT - Scope		40,000	40,000	40,000	40,000	40,000	200,00
		Cricket Nets & Wickets		,	,	,	,	,	
		24/25 Vasse							
		25/26 Old broadwater farm x 2							
	Cricket Nets & Wickets	26/27 Barnard Park x 3		24,000	24,000	36,000	12,000	12,000	108,00
	Busselton - Sound Shell Cover	Replacement of sound shell cover		50,000					50,00
	Dunsborough Skate Park - Replacement of paving and surfacing	Audit to be undertaken to determine renewal requirements & priorities		F 000	25 000			100,000	100,00
	Dunsborough Skate Park Barnard Park Picket Fence Replacement	Lighting inspection, design and replacement Replace poor condition fencing with Aluminium fencing		5,000 120.000	35,000				40,00 120,00
	Fencing - general renewal	Replacement and extension as needed		20.000	20.000	20.000	20.000	20.000	100,00
	Foreshore - Yallingup	Exposed aggregate repairs & minor remedial works to coastal retaining structure		20,000	20,000	20,000	20,000		100,00
	Foreshore and Town Centre Dunsborough - General hardscape and			,		20,000			
	furniture replacement			30,000	30,000	30,000	30,000	30,000	150,00
	Foreshore Busselton- High Street to Carey Street - General hardscape and								
	furniture replacement			50,000	50,000	50,000			250,00
	Foreshore Swim Jetty	Inspection and revised programing scheduled to be undertaken end 2023		0	30,000	0	30,000		60,00
	Furniture	General allocation		55,000	55,000	55,000	55,000	55,000	275,00
	Hardscape - Minor pedestrian access upgrades, replacement of paving and								
	upgrade/renewal of mowing kerbs			50,000	50,000	50,000			300,00
	Lighting			20,000	20,000	20,000	20,000	20,000	100,00
	Playground Replacement Program	Playground replacements		241,500	267,800	294,100	308,800	257,000	1,369,20
		Upgrade LED Lights Dunsborough 25/26							
	Sport Lighting	Lou Western Oval Courts lighting 26/27		0	200,000	90,000	0	0	290,00
	Turf, Irrigation and Gardens	General - Lou Western		203,198	50,000	200,000			1,238,94
General Renewal Total	Turf, Irrigation and Gardens		\$ 1	203,198 1,157,698 \$	50,000 1,195,800				
	Turf, Irrigation and Gardens		\$ 1						
General Renewal Total Coastal Nodes Upgrades	Turf, Irrigation and Gardens	General - Lou Western	\$ 1	1,157,698 \$					\$ 5,836,145
	Turf, Irrigation and Gardens Holgate Road		\$ 1		1,195,800				\$ 5,836,145 283,40
	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road	General - Lou Western	\$ 1	1,157,698 \$		\$ 999,100			\$ 5,836,145 283,40 233,63
	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsbrough Boat Ramp	General - Lou Western	\$ 1	1,157,698 \$	1,195,800		\$ 1,015,547		\$ 5,836,145 283,40 233,63 320,84
	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road	General - Lou Western	\$ 1	1,157,698 \$	1,195,800	\$ 999,100		\$ 1,468,000	\$ 5,836,145 283,40 233,63 320,84 158,80
Coastal Nodes Upgrades	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siests Park Road, Smith Street Wonnerup	General - Lou Western	\$ 1	1,157,698 \$ 283,400	1,195,800 233,636	\$ 999,100	\$ 1,015,547	\$ 1,468,000 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17
	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siests Park Road, Smith Street Wonnerup	General - Lou Western		1,157,698 \$	1,195,800	\$ 999,100	\$ 1,015,547	\$ 1,468,000 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17
Coastal Nodes Upgrades	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siests Park Road, Smith Street Wonnerup	General - Lou Western		1,157,698 \$ 283,400	1,195,800 233,636	\$ 999,100	\$ 1,015,547	\$ 1,468,000 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17
Coastal Nodes Upgrades Coastal Nodes Upgrades To	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siests Park Road, Smith Street Wonnerup	General - Lou Western		1,157,698 \$ 283,400	1,195,800 233,636	\$ 999,100	\$ 1,015,547	\$ 1,468,000 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17
Coastal Nodes Upgrades Coastal Nodes Upgrades To	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsbrough Boat Ramp Siesta Park Road, Smith Street Wonnerup tal Old Broadwater Farm - bollard replacements / cricket net renewal	General - Lou Western		1,157,698 \$ 283,400	1,195,800 233,636 233,636	\$ 999,100 320,848 \$ 320,848	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17
Coastal Nodes Upgrades Coastal Nodes Upgrades To	Turf, Irrigation and Gardens Holigate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siesta Park Road, Smith Street Wonnerup Old Broadwater Farm - bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26	General - Lou Western		1,157,698 \$ 283,400	1,195,800 233,636 233,636	\$ 999,100 320,848 \$ 320,848	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17
Coastal Nodes Upgrades Coastal Nodes Upgrades To	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsbroough Boat Ramp Siests Park Road, Smith Street Wonnerup Cold Broadwater Farm - bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements	General - Lou Western		1,157,698 \$ 283,400	1,195,800 233,636 233,636	\$ 999,100 320,848 \$ 320,848	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17
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Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siesta Park Road, Smith Street Wonnerup Old Broadwater Farm - bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennia Park	General - Lou Western		283,400 \$	1,195,800 233,636 233,636	\$ 999,100	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,40 233,63 20,84 158,80 312,17 \$ 1,308,860
Coastal Nodes Upgrades Coastal Nodes Upgrades To	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dursborough Boat Ramp Sessas Park Road, Smith Street Wonnerup Old Broadwater Farm - bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough	General - Lou Western		1,157,698 \$ 283,400	1,195,800 233,636 233,636	\$ 999,100	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17 \$ 1,308,860
Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals POS Renewals Total	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dursborough Boat Ramp Sessas Park Road, Smith Street Wonnerup Old Broadwater Farm - bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough	General - Lou Western		283,400 \$	1,195,800 233,636 233,636	\$ 999,100	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,44 233,63 320,84 158,62 312,17 \$ 1,308,860
Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siests Park Road, Smith Street Wonnerup tal Old Broadwater Farm - bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough Local Parks Country Road, Everwood Glade, Broadwater Nature Reserve,	General - Lou Western		283,400 \$	1,195,800 233,636 233,636	\$ 999,100	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,44 233,63 320,84 158,62 312,17 \$ 1,308,860
Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals POS Renewals Total	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siesta Park Road, Smith Street Wonnerup Cold Broadwater Farm - bollard replacements / cricket net renewal Vallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Durs Lakes POS renewals. Arbors / walls / functional improvements Centennia Park Lions / Seymour Park Dunsborough Local Parks Country Road, Everwood Glade, Broadwater Nature Reserve, Holgate Rd \$20k Rotary Park \$30k Harris Rd \$20k Longlands \$20kYallingup	General - Lou Western		283,400 \$ 283,400 \$	1,195,800 233,636 233,636	\$ 999,100	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,46 233,63 320,84 1158,66 312,17 \$ 1,308,860
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Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals POS Renewals Total	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siests Park Road, Smith Street Wonnerup tal Old Broadwater Farm - bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough Local Parks Country Road, Everwood Glade, Broadwater Nature Reserve, Holgate Rd S20k Rotary Park \$30k Harris Rd \$20k Longlands \$20kYallingup Foreshore \$25k Country Rd \$15k Dolphin Park \$15k Paterson POS \$15k Lavender POS \$15k	General - Lou Western		283,400 \$ 283,400 \$	1,195,800 233,636 233,636	\$ 999,100	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174	\$ 5,836,145 283,40 233,63 320,84 158,86 312,17 \$ 1,308,860 100,000 \$ 100,000
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Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals POS Renewals Total	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siesta Park Road, Smith Street Wonnerup Cold Broadwater Farm - bollard replacements / cricket net renewal Vallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough Local Parks Country Road, Everwood Glade, Broadwater Nature Reserve, Holgate Rd \$20k Rotary Park \$30k Harris Rd \$20k Longlands \$20kYallingup Foreshore \$25k Country Rd \$15k Dolphin Park \$15k Paterson POS \$15k Lavender POS \$15k Heron Place \$15k Duns Lakes Stage 16 \$15k Ambergate \$18k Kingfish Costello \$15kk Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k	General - Lou Western		283,400 \$ 283,400 \$	1,195,800 233,636 233,636 100,000	\$ 999,100 320,848 \$ 320,848 10,000 100,000	\$ 1,015,547 158,802 \$ 158,802	\$ 1,468,000 312,174 \$ 312,174 100,000 \$ 100,000	\$ 5,836,145 283,40 233,63 320,84 158,86 312,17 \$ 1,308,860 100,000 \$ 100,000 66,000 78,000
Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals POS Renewals Total Shade Sail Program	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siests Park Road, Smith Street Wonnerup Old Broadwater Farm – bollard replacements / cricket net renewal Yallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough Local Parks Country Road, Everwood Glade, Broadwater Nature Reserve, Holgate Rd 520k Rotary Park 530k Harris Rd 520k Longlands \$20kYallingup Foreshore \$25k Country Rd 515k Dolphin Park \$15k Paterson POS \$15k Lavender POS \$15k Heron Place \$15k Duns Lakes Stage 16 515k Ambergate \$18k Kingfish Costello \$18k Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot	General - Lou Western	\$	283,400 \$ 283,400 \$ - \$	1,195,800 233,636 233,636 100,000	\$ 999,100 320,848 \$ 320,848 10,000 \$ 110,000	\$ 1,015,547 158,802 \$ 158,802 \$ 500,000	\$ 1,468,000 312,174 \$ 312,174 100,000 \$ 100,000	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17 \$ 1,308,860 100,000 \$ 100,000 6,000 66,000 78,000 20,000
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Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals POS Renewals Total Shade Sail Program	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siesta Park Road, Smith Street Wonnerup Cold Broadwater Farm - bollard replacements / cricket net renewal Vallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough Local Parks Country Road, Everwood Glade, Broadwater Nature Reserve, Holgate Rd \$20k Rotary Park \$30k Harris Rd \$20k Longlands \$20kYallingup Foreshore \$25k Country Rd \$15k Dolphin Park \$15k Paterson POS \$15k Lavender POS \$15k Heron Place \$15k Duns Lakes Stage 16 \$15k Ambergate \$18k Kingfish Costello \$15kk Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k	General - Lou Western	\$	283,400 \$ 283,400 \$ - \$	1,195,800 233,636 233,636 100,000	\$ 999,100 320,848 \$ 320,848 10,000 \$ 110,000	\$ 1,015,547 158,802 \$ 158,802 \$ 500,000	\$ 1,468,000 312,174 \$ 312,174 100,000 \$ 100,000	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17 \$ 1,308,860 100,000 \$ 100,000 6,000 66,000 78,000 20,000
Coastal Nodes Upgrades Coastal Nodes Upgrades To POS Renewals POS Renewals Total Shade Sail Program	Turf, Irrigation and Gardens Holgate Road Morgan Street, Ford Road Old Dunsborough Boat Ramp Siesta Park Road, Smith Street Wonnerup Cold Broadwater Farm - bollard replacements / cricket net renewal Vallingup Foreshore Stairs renewal. To be scoped 24/25 deliver 25/26 Duns Lakes POS renewals. Arbors / walls / functional improvements Centennial Park Lions / Seymour Park Dunsborough Local Parks Country Road, Everwood Glade, Broadwater Nature Reserve, Holgate Rd \$20k Rotary Park \$30k Harris Rd \$20k Longlands \$20kYallingup Foreshore \$25k Country Rd \$15k Dolphin Park \$15k Paterson POS \$15k Lavender POS \$15k Heron Place \$15k Duns Lakes Stage 16 \$15k Ambergate \$18k Kingfish Costello \$15kk Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k Martingale \$115k Whitemoss \$15k Kalgaritch \$15k Craig \$1 \$15k Parrot \$15k	General - Lou Western	\$	283,400 \$ 283,400 \$ - \$	1,195,800 233,636 233,636 100,000	\$ 999,100 320,848 \$ 320,848 10,000 100,000 \$ 110,000 66,000	\$ 1,015,547 158,802 \$ 158,802 500,000 \$ 500,000 \$ 78,000	\$ 1,468,000 312,174 \$ 312,174 \$ 100,000 \$ 100,000 \$ 20,000	\$ 5,836,145 283,40 233,63 320,84 158,80 312,17 \$ 1,308,860 100,000 \$ 100,000 6,000 66,000 78,000 20,000



ATTACHMENT B

Estimated Profit and Loss for Village project elements

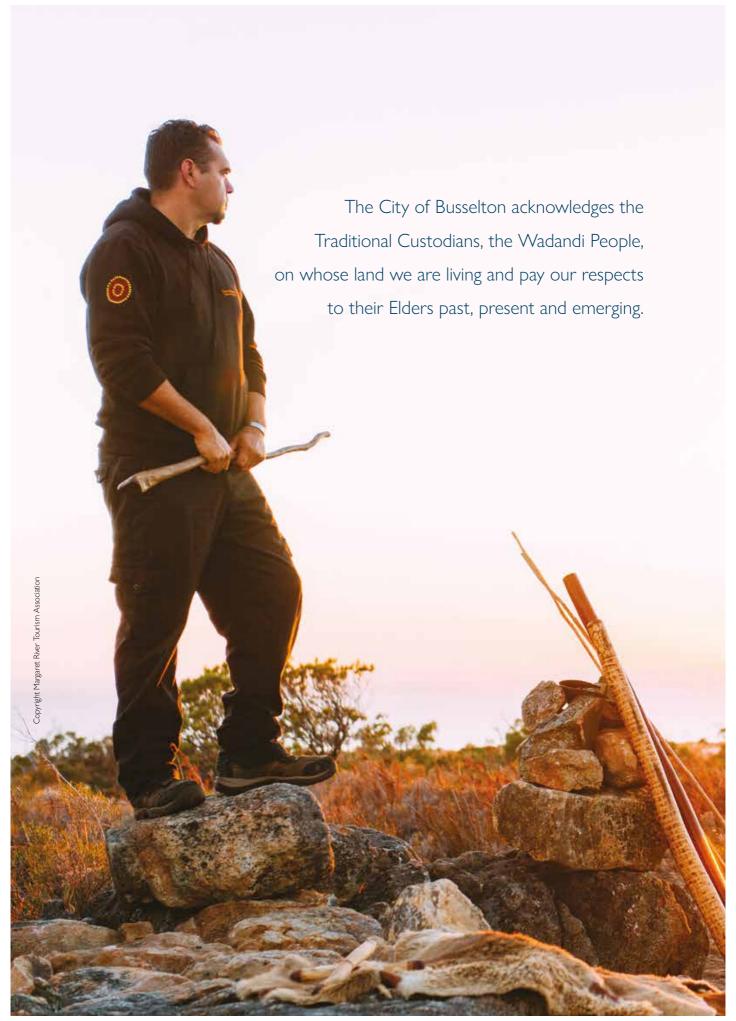
			<u> </u>	
New Experiences at Busselton Jetty	Estimated Annual Income ex GST	Estimated Annual Expenditure including all annual maintenance and insurance costs	Estimated Annual Licence Fee to Jetty Maintenance Reserve – 25% of gross revenue after GST (except F&B)	Estimated Surplus to BJI from new activities
Marine Discovery Centre In Ballarat Room	\$747,703	\$356,466	\$186,925	\$183,311
Marine Discovery Centre End of Jetty \$15 per ticket (Assume Train can't run 35 days each yr. due to wind so MDC closed too)	\$682,903	\$406,617 (as more staff costs get to end and back (note: could be additional costs to protect equip from salt air)	\$170,725	\$84,560
Electric Glass Bottom Boat assumes 205 days operating due to swell/conditions at 52% capacity	\$719,990	\$306,753	\$179,998	\$233,240
Underwater Sculpture Dive and Snorkel Pass (Estimate \$4 per person x 20% of current \$4 walk pass annual numbers) assumes 258 days people want to get in ocean/good weather	\$102,819	\$46,268 (Includes install of ropes/pontoon/UAP ladder, ticket printing, environmental monitoring)	\$25,705	\$30,845
Food and Beverage Takeaway Kiosk (assuming no function space/events)	\$1,102,728	\$1,015,914 (includes COGS and Wages)	COB F&B Licence \$25,000 year 1 \$30,000 year 2 and 3 \$35,000 year 4 and 5 50% of average profit over 5 years from Yr6 on	\$61,815 year 1 \$45,410 year 2 \$48,908 year 3 \$47,512 year 4
Food and Beverage Dining (assuming function space/events)	\$1,431,677	\$1,322,279 (includes COGS and Wages)	COB F&B Licence \$25,000 year 1 \$30,000 year 2 and 3 \$35,000 year 4 and 5 50% of annual net operating surplus for each year on	\$84,398 year 1 \$68,750 year 2 \$74,449 year 3 \$75,318 year 4



Annual Report

Where environment, lifestyle and opportunity meet





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Message from the Mayor

It is with pleasure that I present on behalf of the Council, the 2022-2023 Annual Report.

This annual report documents key service outcomes across a broad range of services, from our rangers to our planning and building services, our construction work, parks maintenance, and design and asset management, to our customer and library services and all the corporate support services employees provide.

The City of Busselton continues to be an attractive place to live, visit and invest, with a beautiful natural environment, an enviable lifestyle and opportunities that continue to drive growth in our population and visitor numbers.

After commencing in April 2022, flights between Busselton and Melbourne sustained strong demand. In total 137,500 passengers transited through the Busselton Margaret River Regional Airport, almost double the prior year's numbers.

The City also continues to experience strong levels of development activity across the District, and has commenced work on a new local planning scheme to guide development. To guide the growth of the Dunsborough town centre, the Council resolved at its December 2022 meeting to adopt the Dunsborough Precinct Structure Plan. The plan was developed with community input and reflects the community's desire for low rise (3 storey)

development that reflects the considered village feel of Dunsborough. It is currently awaiting a decision from WAPC and Minister for Planning.

The City also engaged with the Dunsborough community in relation to recreation and community infrastructure. Community input will help to inform review of the City's strategic direction and long-term planning for how we sustainably provide for recreation needs.

Construction of Saltwater Busselton, a key arts and culture recreation asset progressed during the year, with the structure starting to take shape.

Council elections were held in October 2023, and I was privileged to be elected as Mayor, for the first time by the electors of the district. I look forward to working with Councillors, CEO and employees. In presenting this plan, I'd like to acknowledge and thank the efforts of the Councillors for 2022/2023, and

City employees for the pride they take in the City of Busselton. I'd like to close by extending my thanks to former Mayor Grant Henley and acknowledge his many years of dedicated service and leadership.

> Phill Cronin Mayor



Message from the CEO

I am privileged to present, alongside the Mayor, the City's 2022 – 2023 Annual Report.

Having commenced in the position of CEO in December 2022, I have taken the opportunity this year to explore what we do well as an organisation, and what we need to focus on to continue to deliver on a clear and aligned organisational vision. The what we do well part was easy! There is evidence of that all around us, with the City of Busselton well established as one of the best places to live in Western Australia.

An organisational review identified some great opportunities for improvement, with key areas of focus being:

- Aligning vision, values and culture
- Clarifying and communicating service levels
- Monitoring and celebrating performance
- · Business systems improvement
- Process improvement

A structural realignment has also been progressed as an outcome of the review, with a new dedicated directorate focused on economic and business development, an increased focus on organisational strategy and performance, a new management role focused on environment parks and reserves, and the bringing together of community planning with development planning and regulatory services.

The results of the review are important as we move towards our goal to be a

values-based organisation, with a focus on people — our community and our staff.

It will also support us in achieving the community vision for the district – to create a place where Environment, Lifestyle and Opportunity meet. These three words represent the things we love about where we live – our beautiful natural environment, the lifestyle we enjoy with a good range of facilities and services, and the opportunities that come with being a growing regional community. Of course, achieving the right balance across these aspirations can be challenging, but we continue to work hard to meet community aspirations.

In presenting this report I would like to thank the City's employees for their efforts over the past year, through a period of change.

Tony Nottle Chief Executive Officer





Our Community



Our City is part of the Noongar Country that is called the Wadandi Boodja. The Wadandi people are the traditional custodians, and have lived in this area for over 50,000 years. Wadandi Boodja was and continues to be a place of plenty.

Within the City's 1,454km2 area is a diversity of people, environment, heritage and opportunities; attributes that continue to attract residents, visitors and investors to the region.

Total estimated population Estimated Population Age Distribution 1 6000 5000 4000 3000 **Female** Male 2000 1000 10-19 20-29 30-39 40-49 50-59 60-69 70-79 80 plus Age in years Languages other **Population Electors**



4.283

growth

30.688^{2}

$2.1\%^{1}$

than English

spoken at home

German, Italian, Afrikaans, French, Southern European, Mandarin, Dutch, Indonesian, Hazaraghi, Tagalog

Families & Households



0.7%

Average number of childen per family (average for all households)

Average number of people per household



Median weekly household income

Council 2022-2023



MAYOR Grant Henley Term expiry Oct 2025 Resignation October 2023



DEPUTY MAYOR
Paul Carter
Term expiry Oct 2023



COUNCILLOR

Kate Cox

Term expiry Oct 2023



COUNCILLOR
Phill Cronin
Term expiry Oct 2023



COUNCILLOR
Mikayla Love
Term expiry Oct 2025



COUNCILLOR Ross Paine Term expiry Oct 2023



COUNCILLOR
Sue Riccelli
Term expiry Oct 2023



COUNCILLOR
Jodie Richards
Term expiry Oct 2025



COUNCILLOR
Anne Ryan
Term expiry Oct 2025

6

ual Report 2022-2023

COUNCIL

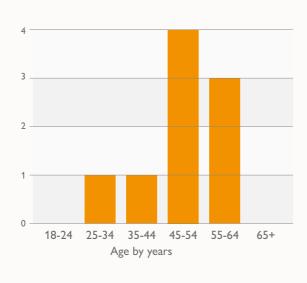
Council 2022 - 2023

The City of Busselton has nine Councillors and a Mayor, from 2023, elected by the electors of the District. Councillors are elected for a term of four years, with half of the terms expiring every two years.

Council meetings are held on third Wednesday evening of the month, with Community Access Sessions and Public Agenda Presentations being held on the first and second Wednesday's of the month respectively.

Councillor Diversity

	Gender	Linguistic Background	Country of Birth	Age range	Aboriginal or Torres Strait Islander
Cr Henley	Male	English	Australia	55-64	No
Cr Carter	Male	English	Australia	45-54	No
Cr Ryan	Female	English	Australia	55-64	No
Cr Richards	Female	English	Australia	45-54	No
Cr Love	Female	English	Australia	25-34	No
Cr Cox	Female	English	Australia	45-54	No
Cr Cronin	Male	English	England	45-54	No
Cr Paine	Male	English	Australia	35-44	No
Cr Riccelli	Female	English	Australia	55-64	No





³ Council members and Terms at the time of publishing

COUNCIL

Council and Committee meeting attendance

Elected Member Attendance July 2022 - June 2023

Council Meetings

	Ordinary Council	Special Council
Mayor Grant Henley	12	7
Councillor Paul Carter	12	8
Councillor Mikayla Love	11	8
Councillor Kate Cox	11	8
Councillor Jodie Richards	12	7
Councillor Anne Ryan	12	8
Councillor Phill Cronin	11	8
Councillor Ross Paine	11	8
Councillor Sue Riccelli	12	8

Special Council meetings during the year included:

- Special Council Meeting (3 August 2022)
- Adoption of the 2022/23 Annual Budget
- Adoption of the 2022/23 Fees and Charges
- Special Council Meeting (7 September 2022)
- Establishment of CEO Selection Committee and Endorsement of lob Description
- Special Council Meeting (12 October 2022)
- Draft Chief Executive Officer Contract
- Special Council Meeting (2 November 2022)
- CEO Selection Committee 31/10/2022 CEO Recruitment Shortlist
- Special Council Meeting (23 November 2022)
 - CEO Selection Committee 21/11/2022 CEO Recruitment
- General Meeting of Electors (30 January 2023)
- Annual Report for the Year Ended 30 June 2022
- Special Council Meeting (1 March 2023)
- CEO Performance Review Committee 27/2/2023 Establishment of CEO Performance Criteria
- Special Council Meeting (31 May 2023)
- CEO Probation Review
- Organisational and Structural Review Report

Committee Meetings	No of meetings	Cr Henley	Cr Carter	Cr Love	Cr Paine	Cr Ryan	Cr Richards	Cr Riccelli	Cr Cox	Cr Cronin
Finance	11	9	10	10	4 D	11		10		
Policy and Legislation	5	1 🔘			5	5	5		4	5
Airport Advisory	6		6	2 🔘		6	4			4
Audit	4	3	3			4	2 🔘			4
Bush Fire Advisory	3	2							1	2
Meelup Regional Park	1			1					1	
Behaviour Complaints	1		1		1	1	1	1	1	1
CEO Selection	3	3	3					3	3	
CEO Performance Review	1	1	1			1				
Local Emergency Management	2	2	2							
TOTAL		21	26	13	10	28	12	14	10	16

Deputised

Councillor Remuneration

In accordance with the *Local Government Act 1995*, Mayor Grant Henley received a Mayoral allowance of \$91,997, a Mayoral sitting fee of \$48,704.00, and a communications and IT allowance of \$3,500.

Each Councillor received a Councillor sitting fee of \$32,470 and a communications and IT allowance of \$3,500. Deputy Paul Carter received an additional \$22,999 Deputy Mayoral allowance.



Our Organisational Structure

The City of Busselton completed an organisational review in 2022/2023 resulting in a realigned service structure under four refocused directorates, as outlined below. The Directorates took shape post the end of the year, with two new Directors appointed in September 2023.

Each Director is responsible for providing leadership, managing the operations of their specific Directorate and ensuring that the City's operations are ethical and accountable.

Sarah Pierson DIRECTOR



Directorate Mission:

Support the provision of City services by providing professional support, advice and information to ensure goals and objectives of the organisation are clear and performance reported on.



Maxine Palmer



Directorate Mission:

Responsible for services aimed at facilitating the best use of our key community and commercial assets, and driving economic development within our City.

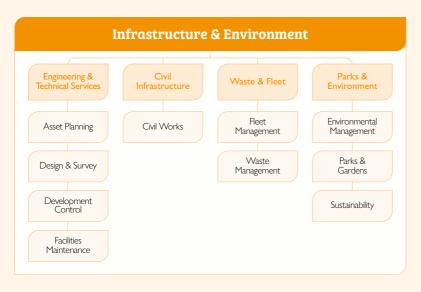






Directorate Mission:

Responsible for delivery of services to assist in planning for the growth and development of the people and places in our community, as well as providing regulatory and emergency services for a safe community.





Directorate Mission:

Responsible for the design, delivery and maintenance of infrastructure assets, including roads, footpaths, cycleways, drainage, parks and gardens, as well as waste and environmental management, including nature reserves, waterways and coastal.

Service Delivery at a Glance

Development Activity 2022-2023



Facilities









Lease Managed Properties

220

Food Services







Fire protection









Fire Callouts

71

4. ABS Data by Region LGA Busselton (5120) 30 June 2022

City Services



56 **Playgrounds**



38.2 ha

Ovals Maintained



975 km

Sealed Roads



369 km

Unsealed Roads



155

Carparks



298 km

Footpaths



Traffic & Pedestrian **Bridges**



49,252

Tonnes of Waste **Processed**



1073

Pools/Aquatics Sampled



Mosquito Treated Areas

Rates notices Issued 2022-2023

24,845

Customer **Service Requests** 2022-2023

6,367

Website **Page Views** 2022-2023

763,598

Record Registrations

151,532

Invoices / **Payments Processed**

Published 2022-2023

22,427

Libraries



160,527

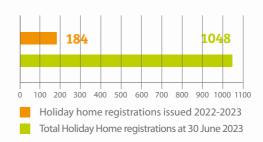
Physical Checkouts 5 2022-2023

213,583

Checkouts 2022-2023 68,345

Digital

Holiday Homes



5. Combined totals for both Busselton and Dunsborough Libraries

Our Workforce

Workplace Diversity



People with disability

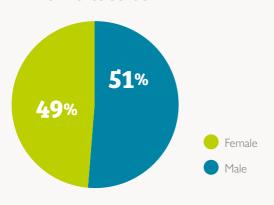


Aboriginal and Torres Strait Islander people

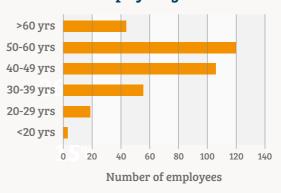


Culturally and linguistically diverse people

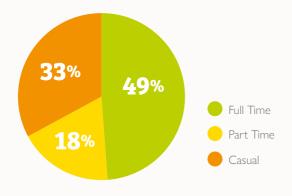
Workforce Gender



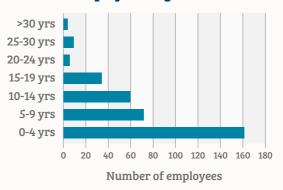
Employee Age Profile

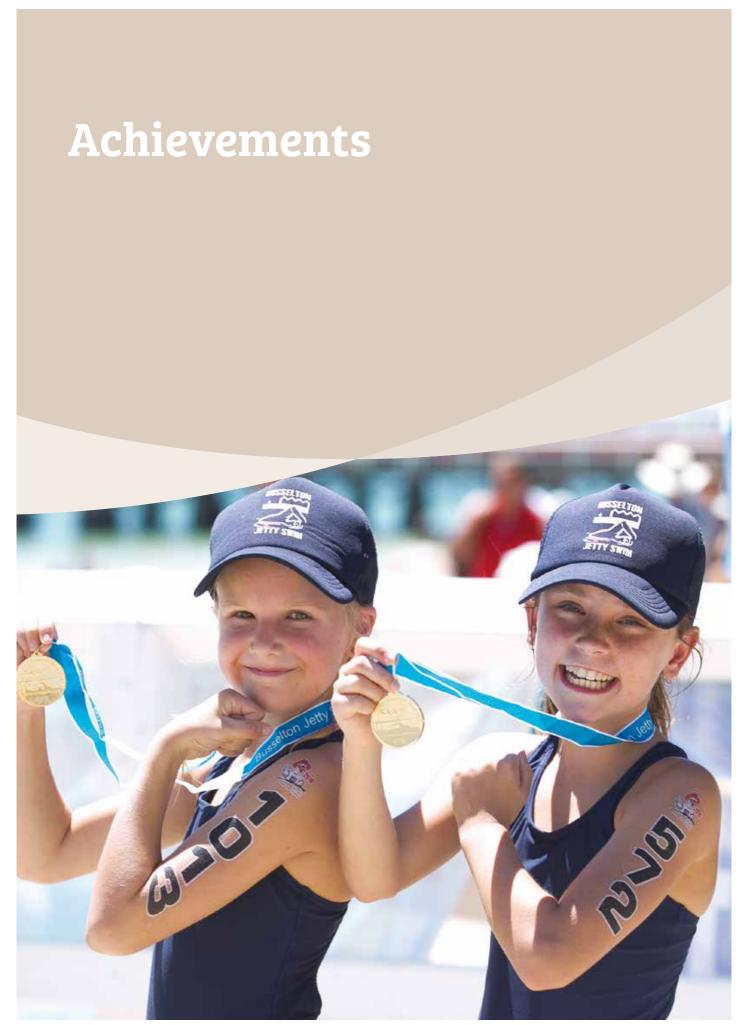


Employment Type



Employee Length of Service





ACHIEVEMENTS

Highlights

South-West Aboriginal Medical Service takes on Locke Estate

The City entered into a lease arrangement in July 2022 with the South-West Aboriginal Medical Service (SWAMS), as the successful proponent under an expression of interest for a campsite at Locke Estate, Siesta Park.

SWAMS is an Aboriginal Community Controlled Health
Organisation that provides holistic wrap around health services to
the Aboriginal community of the South-West region and beyond.

This lease arrangement will extend opportunity for SWAMS to offer important accessible programs and services of support, care and education to Aboriginal and non-Aboriginal people in Busselton and the greater South-West.



You Choose Community Funding Pilot Program

In August 2022, the City's new You Choose Community Funding Pilot Program was well underway. The program gives the community the opportunity to vote for their favourite project. The success of the program, as evidenced by the success of two of the projects featured below, will see it continue in the coming year.



A volunteer run organisation that's all about keeping people and their pets together, POOPs sought funding through the You Choose program to continue to provide and expand dog walking services to those in need in our community.

Program co-ordinator Cathy Gibson said, "You Choose has raised POOPS profile, the highly visible attire creates conversation, improves visibility, and generates a social aspect far exceeding expectations ... Thank you for offering this unique way to source funding. The process was simple and easy to follow."

The Vasse Fathering Project is a schools-based community group that encourages fathers and father figures to be the best they can with their children. To support the group's 'fun' activities it sought funding for a multi-use self-contained trailer. The trailer is in use and provides great support for the Groups events and activities.

Expanded Youth Services

The City of Busselton and Rio Tinto continue to work together to deliver valuable youth services across the region, and in February 2023 celebrated 10 years of running a 12-month youth-focused trainee program.

The official opening of 'The Break' in Dunsborough took place in September 2022 at the Naturaliste Community Centre with live music, skating, art workshops and various other activities at the opening event. Thank you to local businesses and community groups who contributed.

This exciting new space is open to local youth and provides a safe, inclusive and judgement free space for our young people. Local artist Sammy Allen worked with local youth to design and install the 12m mural on the walls of the new building which provides a dramatic fun background for the space.





Lower Vasse River Funding Secured

Council resolved during the year for the City to continue in it's role as interim Asset Manager for the Lower Vasse River. Sediment removal continues with stage 1 complete and stage 2 dewatering in progress. The City was also successful in securing grant funding from the State Natural Resource Management's Community Stewardship Grant Program to assist with further sediment removal works in the Lower Vasse River, in a section of the river upstream of the Strelly Street Bridge (Stage 3). The project is part of a multi-staged approach to reducing nutrients and improving the health of the river.

Community Embraces Saltwater

In October 2022 the name of the new performing arts and convention centre was announced. The name 'Saltwater' was celebrated amongst the community as a name deeply connected to country – the natural landscape and an acknowledgement of the Wadandi (Saltwater) people, the traditional custodians of this part of the South-West of Western Australia.

Designed with multi-functionality in mind, Saltwater Busselton will attract world class entertainment and business events to Busselton, which is already renowned as the Events Capital of WA.





E-scooter Trial

December 2022 saw the launch of the Neuron Mobility e-scooter 12-month trial within the City of Busselton. The trial provides 250 e-scooters as an alternate and sustainable transport option to traverse within the City. To date, the trial has seen over 24,000 user signups and some 283,900kms travelled.



Community Infrastructure Plan Endorsed

A City-wide Community Infrastructure Plan was endorsed by Council in December 2022. The plan provides assists the City of Busselton with decisions about community facilities to meet community needs towards 2035.



Funding secured to construct an accessible change facility

The City secured \$150,000 funding in June 2023 for the construction of a certified 'Changing Places' accessible change facility along the Busselton Foreshore, expected to be completed by mid-2025. Supported by the Department of Communities Office of Disability, the facility will include an accessible toilet, privacy screen, adult-sized change table and roof-mounted hoist.



Dunsborough Townscape Works Completion

Stage 6 of the Dunsborough Townscape works were completed in December 2022 providing an improved road realignment, alfresco opportunity, and upgraded landscaping between the roundabout on Dunn Bay Road/Naturaliste Terrace and Cyrillean Way and a new roundabout at Cyrillian Way in Dunsborough. The new roundabout provides vehicular and pedestrian access to Cyrillean Way from Naturaliste Terrace. This project would not have been possible without the hard work and extra effort of City staff and contractors.

Awards



2022 National Awards for Planning Excellence

In November 2022 the City was awarded the 2022 Planning Institute of Australia (WA) Award for Climate Change and Resilience; for Coastal Hazard Risk Management and Adaptation Plan (CHRMAP).

The CHRMAP is a strategic planning document that identifies the current and projected extent of risk to assets from coastal hazards, the potential consequences of these hazards, and necessary actions to adapt.

This document is important as the City has significant infrastructure and assets in close proximity to the coast.

2022 Local Government Road Safety Awards

The City of Busselton was recognised in October 2022, along with City of Kalamunda, Shire of Nannup and Shire of Toodyay for their contribution to road safety.

The Awards acknowledges outstanding achievements by Local Governments in the area of road safety.

The City achieved this award as part of the Hannay Lane Revitalisation Project for creating an intuitively low speed environment, making the space "feel" safer and inviting for pedestrians and cyclists.





Dunsborough a finalist in the 2023 Wotif Aussie Town of the Year

Dunsborough was listed number 8 in the top 10 Wotif Aussie Towns of the Year for 2023.

Wotif promotes Dunsborough as "the perfect designation for explorers big and small".

"Go for a walk-through native bushland full of wildflowers to a stunning coastline spotted with calm, turquoise bays. Have a dip, then head underground to check out the incredible natural cave systems."

Geographe Leisure Centre (GLC) AUSTSWIM

GLC AUSTSWIM Teacher, Tiffany Sweatman won the AUSTSWIM Western Australia Award of Excellence for Teacher of Infant and Preschool Aquatics. Tiffany was named as the state winner in July 2022, along with six other instructors across the state.

Nominated by her former mentor, it is an amazing recognition for Tiffany as a leader in the industry, recognising all her hard work over seven years of teaching babies and young children.



Key Themes



VEV THEME 1

Environment

An environment that is valued, conserved and enjoyed by current and future generations.





KEY THEME 2

Lifestyle

A place that is relaxed, safe and friendly, with services and facilities that support healthy lifestyles and wellbeing.







KEY THEME **1**

Environment

An environment that is valued, conserved and enjoyed by current and future generations.



A detailed review of the Meelup Regional Park Management Plan was completed through the year, in conjunction with the Meelup Regional Park Committee. Meelup Regional Park is a significant community environmental asset enjoyed by many, residents and visitors alike. Its management is a key focus for the City to ensure that it can continue to be enjoyed by current and future generations. Further consultation with the Karri Karrak Corporation has been identified to guide a further review, which will require adoption by Council.

Through the collaboration of the Injidup Residents Association and funding from both Lotterywest and the City of Busselton, the Warden Aboriginal Centre in Injidup has seen a comprehensive fire security program put in place. This includes a state-of-the-art fire sprinkler system across all buildings. Injidup is a fire prone area which placed the Centre at extreme risk. The importance of protecting this significant cultural asset was recognised both locally and by the State.

Coastal management continues to be a key focus, with an environmental survey awarded to develop a coastal vegetation map of the dunes along the Geographe Bay. This will allow us to better understand resilience to storm surges and plan mitigation works.

With respect to the Lower Vasse River, stage 2 dredging works have been completed with dewatering in progress. The securing of further grant funding will see Stage 3 commence in 2024, in a section of the river upstream of the Strelly Street Bridge. A new, broader, community and stakeholder engagement model will be implemented.

In terms of waste management, the Cell 2 liner installation at Vidler Road Waste Facility was completed. Utilisation of this new cell will provide for the future management of waste.

The following is a report of progress against the City's corporate actions linked to Environment



Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Statutory Planning	1.1	Western Ringtail Possum Habitat Progress Scheme Amendment No. 49 which proposes a new special control area with the objective of protecting and enhancing Western Ringtail Possum habitat.	0	On hold pending the deferred gazettal of State Planning Policy 7.3 Medium Density Codes in September 2023.
Parks and Gardens	1.2	Meelup Regional Park Management Plan Complete the review of the Meelup Regional Park Management Plan following consultation with the community.	✓	The Meelup Regional Park Management Plan was reviewed in conjunction with the Meelup Regional Park Committee in detail and completed. Further consultation with the Karri Karrak Corporation has been identified to guide a further review in the future, which will require adoption by Council.
Sustainability	1.3	Lower Vasse River Continue to work with the Lower Vasse River Management Advisory Group to refine and implement actions to significantly improve the health and amenity of the Lower Vasse River.		Lower Vasse River Sediment removal project: Stage 1 - completed, Stage 2 - dredging completed, dewatering in progress, Stage 3 - upstream from Strelley Street is due to start in April 2024. Once complete, stages 1 and 2 will be assessed for effectiveness. The phosphorus-binding clay, Phoslock, will be trialled in the Stage 1 area in the summer period of 2023/24. Council considered a report in May with respect to the City's role as interim Asset Manager in relation to the Lower Vasse River and Toby Inlet. A new, broader, community and stakeholder engagement model will be implemented.
	1.3	Toby Inlet In collaboration with the community, continue to implement management strategies to improve the water quality and amenity of the Toby Inlet.		Management of water quality and amenity in Toby Inlet was focussed around management of the inlet sand bar and culvert. Further work is planned, in collaboration with community organisations, to investigate opportunities for foreshore revegetation in areas prone to amenity issues.
	1.6	Energy Strategy Implementation Progress implementation of the City's Energy Strategy including shifting to green power, continued implementation of rooftop solar and exploring the introduction of battery storage and electricity powered fleet.		The City has completed its first year of a collective Power Purchasing Agreement committing to 100% renewable energy at 16 contested sites. The City has saved an estimated \$262,465 and offset 1,521 tonnes of carbon. In partnership with WALGA, the City commenced preparation of a business case for installing an EV charging station. However given the current prohibitive price of EVs, charging infrastructure was determined not to be required.











Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Engineering & Technical Services	1.5	Coastal Management Progressively implement coastal infrastructure that protects the City's coastlines.		Coastal Investigation (Flood Modelling) progressing. Oceanographic Monitoring is ongoing, with data being collected through tide and wave sensors within the Geographe Bay area. Land survey (LiDAR) of the dunes and the beach along with Nearshore Survey water penetrating LiDAR and hydro survey completed in January 2023. A modelling tender was advertised late in the 2022/23 financial year, and was awarded to Advisian in June 2023. It is anticipated that the modelling will be completed early in 2024. Dune resilience works have commenced with the award of an environmental survey to develop a coastal vegetation map of the dunes along the Geographe Bay. Coastal flood protection works are not scheduled to commence until later in 2023, with two grant funded projects to be implemented over the next three (3) financial years.
Waste Management	1.5	Food Organics Garden Organics Explore the potential for establishing a Food Organics Garden Organics (FOGO) service, which includes identifying a possible site(s) suitable for processing the collected FOGO material.	0	Waste strategic directions workshop will occur in 2024 prior to the end of the FY.
	1.5	Vidler Road Cell 2 Construction of Landfill Cell 2 at Vidler Road Waste Facility to provide for the future management of waste.	✓	Liner installation completed and the compliance report approved by DWER. Currently awaiting final approvals to utilise the Cell.
	1.5	Regional Waste Management In conjunction with the South West Regional Waste Group continue to investigate regional solutions for the sustainable management of waste.	0	A formal EOI seeking alternatives to landfill was advertised during the year, however the SW Regional Waste Group paused further progress as a number of the local governments run a separate tender for their Collection, Processing and Disposal of Waste.
Facilities Maintenance	1.6	LED Lighting Upgrades Progressively convert lighting to LED to improve the energy efficiency of City owned lighting infrastructure.		The majority of the toilet blocks were fitted with LED lights and standardised light fittings in line with the Asset Management Plan. This program will be ongoing to ensure energy efficiency.













кеу тнеме 2

Lifestyle

A place that is relaxed, safe and friendly, with services and facilities that support healthy lifestyles and wellbeing.



The City provides a broad range of facilities and services to support our great lifestyle. As a guide for future planning Council adopted a new Community Development Plan, which sets out an integrated and collaborative approach to support the community. Additionally, a Youth Services Plan, developed in conjunction with relevant stakeholders, was developed. The plan will support the great work our Youth Services team does out in the community.

Planning for the delivery of recreation and community facilities in Dunsborough and surrounds was a focus for the year, with a master planning exercise undertaken seeking community input as to priority needs. The result of this work is currently under review, with the City also reviewing its broader Sport and Recreation Facilities Strategy and the future of the Geographe Leisure Centre.

Preparation of a Public Health Plan that guides the City's overall planning for public health delivery is on schedule. Opportunities to integrate this planning with the community development plan are being explored, looking at overall wellbeing.

Review of the Reconciliation Action Plan is ongoing. Importantly a new Aboriginal Community Development Officer was successfully recruited during the year, helping the City to foster its relationships with the Aboriginal community.

In terms of infrastructure, more than \$34M was spent on the upgrade and renewal of assets, including on roads, footpaths, cycleways, drainage and parks and ovals. Significant projects included the Dunsborough Naturaliste Terrace town centre upgrade, Sugarloaf Road reconstruction and widening, upgrades and renewal of sections of Acton Park Road, Queen Elizabeth Avenue, and Bussell Highway, a new dual use path along Causeway Road, and completion of facilities at the Dunsborough Lakes sporting precinct.

The following is a report of progress against the City's corporate actions linked to Lifestyle





Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Cultural Services	2.1	Reconciliation Action Plan (RAP) Implement the City's Reconciliation Action Plan by strengthening relationships with the Aboriginal community, celebrating and respecting Aboriginal culture and history and collaborating on projects.		Formal review of the RAP was ongoing, with projects also completed and new ones initiated. A new Aboriginal Community Development Officer was appointed to progress the City in its reconciliation work.
	2.4	Performing Arts and Convention Centre - Salwater Progress planning for commission and operation of the centre.		Construction delays resulted in the need for some replanning in relation to procurement, recruitment and system implementation works, however all are on track.
	2.5	Cultural Precinct Strategy Develop a Cultural Precinct Strategy to guide achievement of its potential as a significant visitor destination.	✓	Cultural Precinct Strategy endorsed by Council on 26 June 2023.
Emergency Services	2.2	Bushfire Risk Management Develop a four year plan to guide the implementation of bushfire risk treatments for City owned land.		Ongoing difficulties related to staffing of this area impacted completion of this action. A two year plan for implementation of bushfire risk treatments has however been developed and will be enhanced over the next financial year.
	2.2	Fire and Community Facilities Building Liaise with stakeholders to determine plans for a fire shed and community facility on City Reserve Lot 401 Balmoral Drive, Quindalup.	✓	Key stakeholder engagement completed. Next stage is concept design and costing.
Environmental Health	2.2	Community Health and Wellbeing Plan Following consultation with stakeholders, prepare a public health plan that meets the requirement of the Public Health Act 2016 and guides the City's planning for social and wellbeing outcomes.		Project continuing, with the intention that the project be integrated with the review of the community development plan and a draft presented in the 23/24 financial year.











Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Recreation and Community	2.2	Community Development Plan Finalise and progressively implement the Community Development Plan.	✓	Completed and noted by Council. Guiding Business as Usual (BAU) operations.
Development	2.3	Lot 100 Sues Rd Upon acquisition, develop a master plan for the use of Lot 100 Sues Road.	0	Detailed contract negotiations to acquire the land were ongoing and are nearing completion, after which this action will be prioritised
	2.3	Geographe Leisure Centre (GLC) Aquatic Facilities Develop a project plan to increase the carrying capacity of the indoor pool area by reconfiguring the 25m indoor pool and leisure/learn to swim pool.	0	An RFQ was awarded for a review of the 2017 masterplan with this action to form part of a broader review of the GLC masterplan.
	2.3	Geographe Leisure Centre (GLC) Stadium Assess the need for additional courts at the GLC and the current allocation of funding within the Long Term Financial Plan.	0	An RFQ was awarded for a review of the 2017 masterplan with this action to form part of a broader review of the GLC masterplan.
	2.3	Sir Stewart Bovell Sport Park Seek funding for the development of a future Sporting Talent Hub at Sir Stewart Bovell Sports Park Precinct.	0	Masterplan options completed and presented to Council. Seeking of funding is on hold due to increasing project costs.
	2.3	Dunsborough Recreation and Community Facilities Complete a master planning exercise to guide the delivery of recreation and community facilities across Dunsborough and surrounds.		Masterplan options (2 for each site) were presented to Councillors at a briefing with feedback to the community underway.
	2.3 Squash Court Facilities Continue planning for the deve squash court facilities, including of a suitable location.		0	Part of the review of the Sport and Recreation Facilities Strategy (SRFS) which is ongoing.
Facilities Maintenance	2.3	Vasse Sporting Precinct - Floodlights Install flood lighting to the Vasse playing fields.	✓	The majority of the works were completed, with the lights to be commissioned by August 2023.
	2.3	Lighting Upgrades Outdoor Playing Spaces Improve the lighting facilities at various ovals and outdoor courts to improve user safety and carrying capacity.		Lighting control systems installed with positive feedback from the community and user groups. This is an ongoing process including in relation to new projects.
Infrastructure and Environment	2.3	Dunsborough Lakes Sports Precinct Construct a pavilion, multi-use outdoor courts and additional car parking at the Dunsborough Lakes Sports Precinct.		The project is currently in its design phase to establish total budget requirements and scope of works, with some funding included in the 23/24 budget.
	2.4	Performing Arts and Convention Centre - Salwater Construction Complete construction of Saltwater in the Busselton Cultural Precinct and commission operations.		The project is progressing with construction ongoing. Like all projects of this size, some delays have been experienced.
	2.11	Busselton War Memorial Relocation In consultation with stakeholders, relocate the Busselton War Memorial to Rotary Park to improve the aesthetic and use of the war memorial.		Following communtiy consultation, the Council endorsed a concept to proceed with the construction of a new War Memorial at Rotary Park while retaining the existing cenotaph in Victoria Square. City officers have commenced the detailed design and costing of this concept.











Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Youth Services	2.6	Youth Services Plan Together with stakeholders, develop a five-year strategic plan for youth services.	✓	Completed. Endorsed by Council in September 2023.
Strategic Planning	2.8	Community Infrastructure Plan Develop a City wide Community Infrastructure Network Plan to assist with informing the review of the City's Development Contributions Framework.	✓	Completed. Plan was approved by Council in December 2022 and published on the City's website.
	2.8	Developer Contributions Framework Complete the review of the City's Developer Contributions Framework.		With the finalisation of the Community Infrastructure Plan, which sets out the infrastructure contribution precincts, a revised Community Infrastructure Development Contribution Plan is underway.
	2.8	Local Planning Policy Review Progressively review the City's Local Planning Policies to increase exemptions from the requirement for a development approval while maintaining adequate development controls.		As a result of competing workload priorities and continued staff shortages, only two Local Planning Policies were able to be progressed. Staff will be undertaking a review of the Special Character Area Local Planning Policies towards the end of the 2023 financial year.
	2.8	New Local Planning Scheme Prepare and progress Local Planning Scheme No. 22.		The Council resolved to prepare a new Scheme and a partial moritorium for Scheme Amendments. The Scheme is progressing, with a report to Council expected in early 2024.
	2.8	Holiday Homes Regulations Implement changes to the Holiday Homes Regulatory Framework.	0	Stage 3 on hold pending release of State Position Statement: Planning for Tourism.
Design and Survey	2.9	Shared Path Network Improvements Progressively implement the City of Busselton Cycling and Shared Path Network Strategy 2019-2023.		The Causeway Road shared path completed. City Officers are now investigating grant funding opportunities to continue implementation of the City of Busselton Cycling and Shared Path Network Strategy 2019-23.
	2.11	Public Transport Continue to advocate with key stakeholders toward improving public transport services and connections across the District.		The City in partnership with PTA successfully extended the number 816 bus service into Kealy. This route was the primary focus based on community requests, noting the City has not received strong interest into other areas.
Civil Works	2.11	Roads Upgrades Continue to implement improvements to the road network in accordance with City's Road Asset Management Plan and traffic modelling.		Capital works program completed with the exception of Payne Road, Nuttman Road and part of Wilyabrup Road, which will be completed in the 2023/24 financial year.
	2.11	Country Roads Continue to upgrade the City's priority narrow country sealed roads.	V	Road projects completed during the 2022/23 financial year include Sugarloaf Road, North Jindong Road, Ludlow Hithergreen Road and Acton Park Road.
Parks and Gardens	2.12	Churchill Park Upgrade the oval at Churchill Park.	0	The Churchill Main Oval upgrade was re-listed into the 23/24 budget.













кеу тнеме 3

Opportunity

A vibrant City with diverse opportunities and a prosperous economy.



The City continues to pursue funding to enable the construction of a new terminal at the Busselton Margaret River Airport, catering for domestic and international travel. Work in relation to a Master Plan and terminal concept design has been undertaken and will continue. Flight and passenger numbers continue to grow, with 135,700 passengers making their way through the airport in 2022/2023.

Activation of our communities and economy continued though implementation of the City's Events Strategy, and the development of new funding streams that support the City's Economic Development Strategy. Prioritised event attraction was also implemented to reflect the outcomes of the strategy work. The City continued to implement 'small business friendly' initiatives, establishing a business concierge service and website business hub. Busselton Jetty Tourist Park had a record year and the City continues to partner with Busselton Jetty Inc. to progress new marine experiences for locals and visitors. The foreshore saw the return of the Goose, construction of the

Hilton Garden Inn hotel and an expression of interest process for the old Tennis Centre with preferred proponents selected to develop a chocolate factory on the site.

The City is blessed with many natural and historical assets that not only draw tourists to our district but also provide great opportunities for the community to explore diverse experiences. The Wadandi Track (former rail corridor that connects Busselton to Augusta) is one of these great attractions celebrating the district's heritage and providing a unique experience. The City has worked closely with MRBTA and the Shire of Augusta Margaret River to develop a robust business plan and cost estimate for the seeking of grant funding to further this important regional link for tourism and recreation.

The following is a report of progress against the City's corporate actions linked to Opportunity



Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Strategic Planning	3.1	Busselton Precinct Structure Plan Complete a plan to guide the overall development and enhancement of the Busselton City Centre.	0	The Busselton Precinct Structure Plan was placed on hold given other priroities.
	3.1	Dunsborough Precinct Structure Plan Complete a plan to guide the overall development and enhancement of the Dunsborough Town Centre.	✓	Dunsborough Precinct Structure Plan adopted by Counal. To be held in abeyance by the WAPC however until a final decision on Amendment 52 is issued by the Minister for Planning.
	3.2	Dunsborough Coastal Foreshore Planning Develop a coastal foreshore plan for Dunsborough to identify infrastructure needs that will facilitate opportunity and activate the coastal areas of Dunsborough and surrounds.		This project has not yet commenced however more broadly a review of recreation and community facilities 'inland', completed through the year, will help to inform recommendations towards identification of future steps towards planning future coastal nodes associated with Dunsborough.
	3.5	Rail Links to Regional Centres Continue to advocate for a light rail link or similar between Busselton and Bunbury and a rail link between Bunbury and Perth.		The City has continued advocacy in relation to a potential extension of the Perth-Bunbury rail route onto Busselton. The Public Transport Authority (PTA) have continued with technical work associated with development of the route feasibility study, including community surveys and consultation in relation to travel behaviours and preferences.
Parks and Gardens	3.1	Mitchell Park Complete works to redevelop and enhance Mitchell Park in the Busselton City Centre.	Ш	Shade sails were installed. The playground and adjacent carpark delayed until the 23/24 financial year due to delays associated with the development of the Busselton Central shopping centre.
Civil Works	3.1	Townscape Works Dunsborough Complete Stage 6 works to further revitalise the Dunsborough town centre.	✓	Project completed in December 2022.
Economic and Business Development	3.2	Dunsborough Foreshore Café Continue to facilitate commercial investment in a café and kiosk development at the Dunsborough foreshore.		The City met with the proponent and received construction costs estimates which have been forwarded onto DPLH for consideration in the Head lease terms.
	3.2	Economic Development Strategy Progressively implement the Economic Development Strategy and Implementation Plan		The Economic Development Strategy and Implementation Plan was delivered at an inaugural Economic Development Forum in 2022. Actions from the Implementation Plan have been prioritised and are being progressed. These include City of Busselton Business & Industry Engagement, Placemaking, Aviation, Eco Destination Certification and Advocacy.
Events Services	3.3	Events Strategy Progressively implement the City's Events Strategy enhancing the City's position as Events Capital of WA.		Actions arising from the adopted Events Strategy are underway, with changes to the City's Events Sponsorship Program and prioritised event attraction implemented to reflect the outcomes of the strategy.













Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Design and Survey	3.3	Wadandi Track Continue to progressively develop and enhance the Wadandi Track as an important regional link for tourism and recreation.		The City worked closely with MRBTA to develop a robust business plan and cost estimate for lodgment to the state. Contract documentation to design and deliver a section identified by DBCA is progressing.
Busselton Jetty Tourist Park	3.3	Busselton Jetty Tourist Park Complete the review of the Busselton Jetty Tourist Park Master Plan.		While some preliminary work was completed, additional resourcing is required to prioritise completion of this work.
Airport Services	3.1	Busselton Margaret River Airport (BMRA) Opportunities Continue to work with stakeholders to progress aviation opportunities, including the construction of general aviation hangars.		Leases have been prepared for the GA precinct hangar lots and a valuation sought. Officers are progressing final negotiations with future lessees, inlcuding a proposal from the Busselton Aero Club.
	3.1	Busselton Margaret River Airport (BMRA) Expansion Continue to pursue funding to enable the construction of a new terminal at the Busselton Margaret River Airport (BMRA) that can cater for both domestic and international travel.		A project working group has been formed with SWDC as the lead agency to prepare a business case for the State Government to fund the Busselton Margaret River Airport (BMRA) Terminal construction. The City has progressed key deliverables to feed into the business case such as the Master Plan, Terminal concept design and QS costings and Department of Transport (DoT) Asset and Financial management framework.













KEY THEME 4

Leadership

A Council that connects with the community and is accountable ir its decision making.



The year brought with it significant change, with the resignation of the City's previous CEO, Mr Mike Archer and the appointment of Mr Tony Nottle as the City's new CEO. Mr Nottle commissioned a comprehensive organisational review, resulting in a structural realignment and the identification of a range of opportunities for improvement. These will be a focus for the organisation over the coming years.

The City continued its efforts to increase its community engagement, with a 'Guide to Planning for Engagement' created for staff, and the Community Engagement Officer working collaboratively across the organisation to create numerous Community Engagement Plans.

A very successful community engagement program, You Choose, was formally evaluated by the Council. Run during 2021/2022, the pilot program was well supported by the community and provided a unique way for the community to have ownership over a portion of the community funding budget. Continuation of the program every second year was endorsed by Council, commencing from 2023/2024.

As part of the City's continuous improvement focus, a process improvement program progressed during the year, with the aim being to capture, assess and improve processes in relation to service delivery. This work will continue along with service analysis to ensure services remain effective and align to the needs of the community.

Key to enhancing our service delivery and our engagement with residents and ratepayers is the City's Information and Communications Technology (ICT). The City's first ICT Strategy was developed during the year. The strategy defines the underlying principles and priorities for ICT and will guide future investment. Investment in technology and the skills to use the technology is critical to ensuring we continue to provide the best level of service we can to our customers and community.

The following is a report of progress against the City's corporate actions linked to Leadership



Primary Service Area	Primary Objective Link	Project / Action	Status	Achievements
Strategic Projects	4.1	You Choose Community Grants Program Evaluate the pilot You Choose Community Grants Funding program to determine its future application.	V	Completed with a formal evaluation report presented to Council on 19 April 2023. The pilot was successful and the program will run every 2 years.
Stakeholder Relations	4.1	Community Engagement Continue to embed the City's Community Engagement Framework across the organisation.		A Guide to Planning for Engagement was developed for staff. The Community Engagement Officer has worked with various staff across all departments to create 13 Community Engagement Plans for current and future projects. Two staff training sessions have been held with 27 attendees across both sessions.
	4.4	Website Improvements Review the City's website to ensure information is accessible and informative.		The City's website is regularly reviewed for structural and content improvements. Focus through the year was on the business section with new 'start your business' pages launched, providing increased information around the approvals and processes involved in starting key business types.
People Culture and Strategy	4.2	Community Survey Conduct a biennial survey to assess the level of community satisfaction with City services and facilities and to help with planning for the future.		Scheduled for the 2023/2024 financial year.
	4.2	Service Improvement Review Continue a process of continuous improvement in relation to service delivery.		A formal process improvement program is progressing, with the aim being to capture, assess and improve processes. Service analysis work is ongoing as part of usual business planning processes, with a formalised service catalogue and reporting being relooked at as part of business improvement work.
	4.2	Strategic Community Plan Undertake a major review of the City's Strategic Community Plan 2021-2031 to ensure it continues to align with community aspirations.		Scheduled for the 2023/2024 and 2024/2025 financial years.
	4.4	Employee Engagement Undertake a survey to assess organisational engagement.		Scheduled for the 23/24 financial year.
Governance	4.2	Strategic Performance Measures Develop and implement a suite of key performance indicators to assist with measuring the performance and success of the City's Strategic Community Plan.		This action was not progressed during the year due to staffing gaps resulting from turnover, and acting arrangements as the organisation underwent an organisational review process. Review of the City's corporate reporting frameworks, including at a strategic level, is a key action for progression in the next financial year.
Information Technology	4.4	IT Strategy Develop an IT Strategy to inform organisational direction and decision making in relation to the City's corporate IT systems.	✓	The ICT Strategy has been developed and endorsed by the Executive Leadership Team (ELT).
Customer Services	4.4	Customer Experience / Service Training Develop an organisational wide customer service program to continuously improve customer experience.		This item has been incorporated into the scope of the customer service KPI for the CEO. Work is in-progress, however has experienced some delays due to staffing issues. It is expected that this will be delivered early in 2024.
Financial Services	4.4	Enterprise Budgeting Implement the full Enterprise Budgeting system for the development of the 2023/2024 budget.		Use of the Enterprise Budgeting program for a second year saw significant improvements, with involvement of all mangement staff. Further improvements will be made to the system for the next budget process as part of the City's continuous improvement focus.
	4.5	Rating Strategy Complete development of a rating strategy that delivers a fair and equitable rating burden, achieves long term financial plan targets, and aligns with new Local Government Act requirements.		Workload pressures and pending changes to the Local Government Act with respect to the development of a rating and revenue strategy, saw the development of a rating strategy paused through the year. This work will continue to be progressed through the 23/24 financial year.











Performance Indicator Results

Performance Indicators are adopted each year as part of the City's rolling four-year Corporate Business Plan (CBP). The performance indicators are monitored regularly to ensure plans, strategies and services are effectively managed and delivered. The information below provides a snapshot of performance indicator results for 2022 – 2023.

	Measure	Target/Trend	Result	Notes
Corporate Business Plan Progress	Percent of actions achieving milestones or targets	<10% Off track	3% Achieved	Only 3% (2 of 64) of actions to be progressed through the year were recorded as off track. 10% were noted as experiencing some delay mainly associated with approvals, supply chain issues or competing priorities.
Financial	Standard Benchmark achieved as required by the Integrated	100% of ratios achieved	75%	
Katios	Ratios as required by the integrated Planning and Reporting Advisory Standard		Operating Surplus Ratio Not achieved	With the City's asset base increasing significantly in recent years, the value of the depreciation expense has also increased. While not a direct cash expense, depreciation is having a negative effect on the City's Operating Surplus Ratio. While not achieved, the ratio improved by 1.44% from the 2021-2022 financial year position of -4.33%. Should the steady increase in the rates base continue, along with a reduced rate of increase in the asset base, this ratio should continue to improve in subsequent years.
			Current Ratio Achieved	For the period ending 30 June 2023, the City's Current Ratio Indicator was 1.055. This ratio improved by 0.59 on the 2021 – 2022 financial year ratio of 0.465 due to the increased usage of the restricted reserve funds. Budget underspends also had a positive impact.
			Debt service coverage ratio Achieved	As at 30 June 2023, the City's Debt Service Coverage Ratio was 4.17, thus satisfying the basic standard.
			Own Source Revenue Coverage Ratio Achieved	As at 30 June 2023, the City achieved the target ratio of 0.90.
Asset Ratios	Standard Benchmark achieved as required by the Integrated Planning and Reporting Advisory Standard	90 - 100%	Not achieved	At the end of the 2022 – 2023 financial year, the City achieved an asset ratio of 64.2%. During the 2021 - 2022 financial year, the City undertook its 5 yearly revaluations of all Land, Buildings and Infrastructure. This resulted in a net increase in fair values, which in turn caused an uptick in depreciation expense.
Airport Services	(i) Net position compared to budget	Budget achieved	Net position better than budget	The net operating result (inclusive of depreciation) was a deficit of \$1,034,276 compared to a budget deficit of \$2,082,140. Excluding depreciation, the net operating result was a surplus of \$331,863.
	(ii) Charter and Regular Passenger Transport (RPT) numbers	Target trend achieved	Increasing	Regular Passenger Transport and Charter Passengers reached 135,700, an increase of 66,580 compared to 2021 - 2022.
Geographe Leisure Centre	(i) Net cost compared to budget	Budget achieved	Net cost marginally above budget	As at 30 June 2023, the net operating position, including depreciation was \$215,565 behind budget. However, the budget under-recognised insurance costs and depreciation costs of \$356,804, totalling \$431,335 in unbudgeted operating expenses. Excluding depreciation, the GLC finished \$141,239 better than budget with a deficit of \$959,258 against a budget of \$1,100,497.
	(ii) Member numbers	Increased	Increasing	Member numbers increased by 14% to 2158, the highest since 2018. This supports ongoing member confidence, population growth and both new and returning members.
	(iii) Member retention — average number of members renewing membership within 12 months of expiry date	55% Target achieved	Achieved	The annual membership retention exceeded the 55% retention target set. This was due to solid membership sales experienced during the July, November and February membership promotion period and retention strategies in place.

	Measure	Target/Trend	Result	Notes
Busselton Jetty Tourist Park	Net cost compared to budget	Budget achieved	Net position better than budget	The 2022 – 2023 end of year net operating position was a surplus \$824,036 compared to a YTD budget of \$432,700 (including depreciation). This positive result can be attributed to better-than-expected visitation with the overall average occupancy rate for all accommodation categories being 63.66% compared to 2021 – 2022.
Complaints	(i) Number of complaints received per head of population	Decreasing	Achieved	The number of complaints per head of population decreased from 1:4033 to 1:4201.
	(ii) Average time taken to resolve complaints recorded	Decreasing	Decreasing	Average time has decreased from 41 to 12 days.
Waste	Percent of solid waste diverted from landfill (recycled/reused)	25%	30% Achieved	Result of 30.0% meets the target and is consistent for a residential two bin system. In the past 6 months, the percentage of waste diverted from landfill has seen an increase due to the concrete crushing program. This was attributed to the concrete crushing program. This recycled concrete product was used in sections of the Dursborough Townscape Redevelopment works and in the construction of the Lower Vasse River Sediments Processing Pad at the Busselton Transfer Station.
Development Assessment	(i) 21 calendar days to complete simple development applications	90% turnaround within 21 calendar days	17.8% Target not achieved	The Development Application (DA) workload continues to be high. As well as high volumes there has also been an increase in the number of complex and/or controversial applications. Timeframes associated with obtaining and submitting specialist advice and reports in support of applications e.g. traffic or bushfire related, meant that significant numbers of applications were not in a position to be determined.
	(ii) 42 calendar days to complete standard development applications	80% turnaround within 42 calendar days	4.77% Target not achieved	The Cross of Design of the Committee
	(iii) 70 calendar days to complete complex development applications	70% turnaround within 70 calendar days	9.34% Target not achieved	
Energy Use	Energy plan targets met	100% renewable energy 50% per capita reduction in carbon emissions compared to 2017-2018 emission levels	N/A	Not available at time of publishing.
Safety	(i) Lost time injuries (LTIs)	< 10	10 Achieved	A total of 10 Lost Time Injuries (LTIs) were recorded to 30 June 2023. This compares to 12 for the 2021 — 2022 financial year.
	(ii) Lost time injury frequency rate (LTIFR)	< 17	17.42% Slightly over	The Lost Time Injury Frequency Rate (LTIFR) determines the number of lost-time injuries within a given period, relative to the total number of hours worked. While slightly over target for the year, this is a pleasing improvement from last year.

Forward Planning



- Lower Vasse River
 - Continue to work with key stakeholders to improve the health and amenity of the Lower Vasse River.
- Energy Strategy Implementation

Progress implementation of the City's Energy Strategy including shifting to green power, continued implementation of rooftop solar and exploring the introduction of battery storage and electricity powered fleet.

• Strategic Waste Planning

Develop a strategic waste management plan looking at strategies, both local and regional, for the reduction of waste into landfill.



- Performing Arts and Convention Centre
 Progress planning for commission and operation
 of the centre.
- Dunsborough Recreation & Community Facilities
 Complete a master planning exercise to guide
 the delivery of recreation and community facilities
 across Dunsborough and surrounds.
- Geographe Leisure Centre (GLC) Masterplan Review

Review the GLC masterplan to determine future direction, considering development constraints on the current site.

• New Local Planning Scheme
Prepare and progress Local Planning Scheme 22.



Events Strategy

Progressively implement the City's Events Strategy enhancing the City's position as Events Capital of WA

South-West Cities Strategy

Finalise development of a South-West Cities Strategy identifying economic and social investment opportunities for the City of Busselton and the City of Bunbury to pursue collaboratively.

 Busselton Margaret River Airport (BMRA) Masterplan

Develop a masterplan to guide the future strategic direction of the BMRA.



- Customer Experience/Service Training
 Develop an organisational wide customer service program.
- Strategy Community Plan
 Undertake a major review of the City's Strategic
 Community Plan 2021-2031 to ensure it
 continues to align with community aspirations.
- · Internal Audit

Develop an Internal Audit Plan for adoption and monitoring by the Audit and Risk Committee.

Additional **Statutory Information** 37 eport 2022-2023 City of Busselton

ADDITIONAL STATUTORY INFORMATION

Disability Access and Inclusion Plan (DAIP) 2018 - 2022

The Disability Services Act 1993 requires all local government authorities to report annually on the implementation of its Disability Access and Inclusion Plan (DAIP).

The DAIP acts as a framework for the implementation of strategies and initiatives to ensure people with disability are supported to have the same opportunities as others to access services, facilities and information.

Key achievements highlighted in the 2022/2023 DAIP Progress Report include:

- The City of Busselton, in partnership with APM Communities, the Disabled Surfers Association of Australia, and SUP Life Busselton came together to deliver an all-inclusive come and try day for stand-up paddle boarding.
- Through the Community Assistance Program, the City of Busselton funded Enable WA, to purchase two wheelchairs for inclusion in their Accessible Events Trailer.

- Construction of a footpath along the length of Anup Drive near Vasse Primary School to alleviate safety concerns but also improve access for people with disability.
- The City of Busselton secured \$150,000 funding for the construction of a Changing Places facility along the Busselton foreshore.
- Installation of accessible play equipment at the lbis Gardens playground, located on Currawong Drive, Broadwater.
- A review of the accessibility of the City of Busselton Libraries website with several improvements implemented, including the addition of the User Way accessibility widget.

- Accreditation of the Geographe
 Leisure Centre (GLC) as an accredited
 Puggles Swim School, a nationally
 endorsed 'learn to swim' program that
 supports the communication needs of
 deaf and hard of hearing children.
- A six-week Swim and Survive
 Program was delivered in Term 1
 2023, to offer students of Geographe
 Primary's Education Support Centre
 an opportunity for dedicated
 swimming lessons.
- Social inclusion and disability awareness training for staff members in customer-facing roles.

The City are seeking to inform a new DAIP for 2023 – 2027 and are considering feedback received as part of a community consultation.



ADDITIONAL STATUTORY INFORMATION

State Records Act Compliance



Evaluation of Recordkeeping Systems

As part of a broader Information
Technology strategy the electronic
document and records management
system Enterprise Content Management
(ECM) was upgraded to the 2022B
release and migrated to the Cloud.
Assessment of its performance is
ongoing and the City is continuously
reviewing the system's functionality to
improve efficiency for capture, document
retrieval, storage and retention of
corporate records.

A further review of the Subject Index will be conducted over the course of the year to ensure it continues to meet business needs and aligns with the General Disposal Authority for Local Government Records.

Recordkeeping induction and training program

The City's online induction program incorporates recordkeeping responsibilities for employees. A total of 68 inductions were completed during 2022/2023.

Employees receive Records induction and ECM system training within the first 1-2 weeks of commencing their employment. A total of 44 new staff were trained in the use of the ECM during 2022/2023.

Support is also provided by way of one-to-one or group training. Internal reference guides and newsletters are all accessible via the Intranet with additional updates sent via email. Requests for assistance with recordkeeping and systems are tracked through the City's service desk program.

Evaluation of the recordkeeping training program

Training is customised to suit roles. Reviews of the training program are conducted periodically.

All participants who attend ECM Training are asked to complete an online training feedback form. The forms are used to assess the program and incorporate any changes required to the delivery of training if necessary.

Functionality focussed training will be developed over the coming year to incorporate changes resulting from system enhancements. Training will be delivered with a view to improving recordkeeping culture and compliance with recordkeeping responsibilities under the City's Recordkeeping Plan.

ADDITIONAL STATUTORY INFORMATION

Other Statutory Information



Freedom of Information

The City received 19 new freedom of information (FOI) applications during the 2022-2023 financial year. Of the 19 new applications received, 1 was carried over to the next financial year, resulting in 18 applications being finalised. These statistics relate to valid applications only and do not include FOI enquiries that were either resolved outside the FOI process or did not eventuate in a valid application being received.

Complaints

A register of complaints records all complaints of minor breaches by Council members in relation to an alleged contravention of a rule or conduct or the contravention of a local government's local law.

The City received no complaints within the period under review.

This comment is in relation to complaints that are minor breach in nature only.

Employee Remuneration

Employees entitled to an annual salary of \$130,000 or more:

130,000 - 139,999	8 employees
140,000 - 149,999	3 employees
150,000 - 159,999	2 employees
160,000 - 169,999	Nil
170,000 - 179,999	1 employee
180,000 - 189,999	Nil
190,000 - 199,999	Nil
200,00 - 210,000	4 employees

Remuneration package for CEO:

CEO 1	\$361,326.99
CEO 2	\$320,350.85

Financial Report

For the year ended 30 June 2023



Financial Sustainability

The City of Busselton has continued its strong financial performance over the 2022-2023 year, finishing the year in surplus (\$1.95 million) and with an unqualified audit.

The surplus was predominately a reflection of the higher than expected net operating result, mainly as a result of the following factors:

- much higher-than-expected interest rates received on invested funds, with loans fixed at much lower rates:
- higher than expected receipts of fees & charges; and
- higher than expected receipt of various operational grants funding opportunities.
- supply chain and labour market issues leading to underspends.

In discussions with Council, to complete several high priority operational, municipal funded activities that remained outstanding from the 22/23 financial year, a portion of the surplus was transferred to the Deferred Works Reserve to fund these activities in the 2023/2024 year.

The remaining portion of the surplus was, as is custom, transferred to the New Infrastructure Development Reserve, enabling Council to consider the allocation of funds for future infrastructure needs.

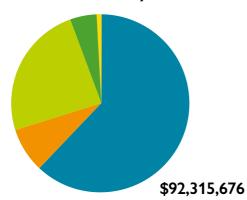
While no longer a requirement to report against financial ratios in the financial report, the City continues to report to Council internally. Pleasingly the City achieved an improved Current Ratio, a target level Own Source Revenue Coverage Ratio, and a Debt Service Coverage Ratio within the standard range. While the target ratio was not achieved for the Operating Surplus Ratio, it did improve from the prior year, and should continue to improve with a slowing increase in the City's asset base.

Over the last 12 months, the City has reviewed its cash reserves and rationalised the number of reserve accounts, as well as reaffirming the purpose of each reserve. The City's creation and use of financial reserves had increased in complexity over recent years and commentary from the Office of the Auditor General (OAG) as part of the City of Busselton 2021/2022 Annual Financial Audit has prompted a review of the structure of our financial reserves, with the aim of optimising the use of reserves for asset management. The City has continued to maintain a healthy balance in cash backed reserves totalling \$78.1M as at 30 June 2023.

Finally, as resolved by Council, this report is to contain a record of the annual total cost to the City of rating exemptions, granted for charitable purposes in accordance with s 6.26 of the Local Government Act 1995. During the 2022-2023 financial year the total estimated rate exemptions was \$750,453.18 broken down as follows:

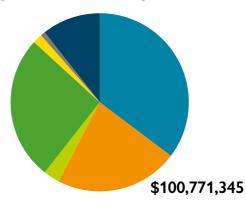
Education	Properties used as non-government schools	\$304,677.94
Religious	Properties used or held for religious purposes	\$91,248.70
Exempt	Properties used for charitable purposes	\$354,526.54

Revenue From Ordinary Activities



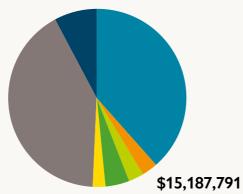
62.25%	Rates	57,470,528
8.06%	Operating Grants, Subsidies and Contribut	ions7,443,435
24.28%	Fees and Charges	22,417,681
4.74%	Interest Earnings	4,374,036
0.67%	Other Revenue	609,996

Expenses From Ordinary Activities



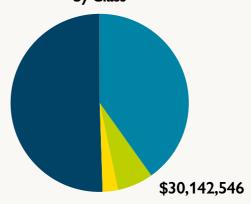
35.24%	Employee Costs	35,509,581
22.44%	Materials and Contracts	22,616,412
2.83%	Utility Charges	2,855,031
26.28%	Depreciation	26,481,887
1.71%	Interest Expenses	1,724,165
0.86%	Insurance Expenses	869,528
10.64%	Other Expenditure	10,714,741

Total Capital Expenditure by Infrastructure Class



38.46%	Roads	41,495
2.96%	Bridges4	50,000
2.72%	Car Parks4	12,938
4.23%	Drainage6	42,740
2.37%	Cycleways & Footpaths3	59,379
41.49%	Parks, Gardens & Reserves	01,555
7.77%	Airport & Industrial Parks1,1	79,684

Capital Expenditure by Class



40.16%	Land & Buildings	12,105,402
6.53%	Plant and Equipment	1,968,598
2.92%	Furniture & Equipment	880,755
50.39%	Infrastructure	15.187.791

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INDEPENDENT AUDITOR'S REPORT 2023 City of Busselton

To the Council of the City of Busselton

Opinion

I have audited the financial report of the City of Busselton (City) which comprises:

- the Statement of Financial Position as at 30 June 2023, and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Statement of Financial Activity for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the City for the year ended 30 June 2023 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter – Restatement of Comparative Balances

I draw attention to Note 27 to the financial report which states that the amounts reported in the previously issued 30 June 2022 financial report have been restated and disclosed as comparatives in this financial report. My opinion is not modified in respect of this matter.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2023, but not the financial report and my auditor's report.

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

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer (CEO) of the City is responsible for:

- · keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- · assessing the City's ability to continue as a going concern
- · disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the City.

The Council is responsible for overseeing the City's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit 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 my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with 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 the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

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

My independence and quality management relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 *Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements,* the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the City of Busselton for the year ended 30 June 2023 included in the annual report on the City's website. The City's management is responsible for the integrity of the City's website. This audit does not provide assurance on the integrity of the City's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the City to confirm the information contained in the website version.

Patrick Arulsingham

Acting Assistant Auditor General Financial Audit
Delegate of the Auditor General for Western Australia

Perth, Western Australia

1 November 2023

Local Government Act 1995 Local Government (Financial Management) Regulations 1996

STATEMENT BY CHIEF EXECUTIVE OFFICER

The accompanying financial report of the City of Busselton has been prepared in compliance with the provisions of the Local Government Act 1995 from proper accounts and records to present fairly the financial transaction for the reporting period ended 30 June 2023 and the financial position as at 30 June 2023.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the day of November 2023

Anthony Nottle

Chief Executive Officer



Statement of Comprehensive Income

	Note	2023 Actual \$	2023 Budget \$	2022 Restated* \$
Revenue				
Rates	28(a)	57,470,528	57,741,408	54,785,774
Grants, Subsidies and Contributions		7,443,435	3,432,638	6,166,651
Fees and Charges		22,417,681	19,894,021	19,407,734
Interest Revenue	2(a)	4,374,036	2,019,250	1,004,063
Other Revenue		609,996	351,906	771,797
Gain on Sale of Non-Current Assets Held for Sale		0	0	461,893
Reversal of Asset Write Off		0	0	462,502
		92,315,676	83,439,223	83,060,414
Expenses				
Employee Costs		(35,509,581)	(36,307,918)	(33,845,687)
Materials and Contracts		(22,616,412)	(22,164,077)	(19,305,656)
Utility Charges		(2,855,031)	(2,876,680)	(2,750,011)
Depreciation	10(a),27	(26,481,887)	(27,439,900)	(24,503,340)
Finance Costs	2(b)	(1,724,165)	(1,722,673)	(1,237,620)
Insurance		(869,528)	(652,369)	(783,825)
Other Expenditure		(10,714,741)	(5,544,622)	(3,196,840)
		(100,771,345)	(96,708,239)	(85,622,979)
		(8,455,669)	(13,269,016)	(2,562,565)
Capital Grants, Subsidies and Contributions		24,023,259	31,102,583	24,801,422
Profit on Asset Disposals		200,266	23,632	68,489
Loss on Asset Disposals		(346,370)	(45,550)	(748,170)
Fair Value Adjustments to Financial Assets at Fair Value Through Profit or Loss		6,450	0	11,520
		23,883,605	31,080,665	24,133,261
Net result for the period		15,427,936	17,811,649	21,570,696
Net result for the period		13,427,330	17,811,043	21,370,030
Other comprehensive income				
Impairment Loss on Non-Current Assets	8,9	(2,168,998)	0	0
Changes in revaluation surplus		0	0	116,968,093
Total other comprehensive income		(2,168,998)	0	116,968,093
Total comprehensive income for the period		13,258,938	17,811,649	138,538,789

This statement is to be read in conjunction with the accompanying notes.

refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Statement of Financial Position

Current Assets		Note	2023 Actual \$	2022 Restated* \$	1 July 2021 Restated* \$
Cash and Cash Equivalents 3 21,032,276 23,655,454 17,108,235 Trade and Other Receivables 5 3,750,792 3,776,317 3,793,737 Other Financial Assets 4(a) 94,682,7579 74,677,873 62,059,374 Inventories 6 1,272,715 935,800 936,902 Finance Lease Receivables 5.1 309,426 230,175 217,910 Other Assets 7(a) 483,906 367,383 197,380 Assets Classified as Held for Sale 7(b) 0 0 2,035,508 Total Current Assets 1 121,531,694 103,844,316 86,349,046 Non-current Assets 5 678,222 540,050 393,784 Other Financial Assets 4(b) 1,431,938 1,608,066 481,283 Property, Plant and Equipment 8,27 199,363,753 191,175,455 134,060,338 Infrastructure 9 651,595,672 653,437,006 580,752,889 Finance Lease Receivables 1.1 1,672,622 652,407,00	Current Assets				-
Total And Other Receivables		3	21.032.276	23.655.454	17.108.235
Cheer Financial Assets 4(a) 94,682,579 74,677,873 62,099,374 Inventories 6 1,272,715 935,800 936,902 Finance Lease Receivables 5.1 309,426 230,175 217,910	•				
Finance Lease Receivables	Other Financial Assets	4(a)			
Finance Lease Receivables	Inventories	6	1,272,715	935,800	936,902
Other Assets 7(a) Assets Classified as Held for Sale Assets Classified as Held for Sale Assets Classified as Held for Sale 7(b) 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Finance Lease Receivables	5.1		230,175	
Assets Classified as Held for Sale 7(b) 0 0 2,035,508 103,844,316 86,349,046 103,844,316 86,349,046 103,844,316 86,349,046 103,844,316 86,349,046 103,844,316 86,349,046 103,844,316 86,349,046 103,844,316 86,349,046 103,844,316 86,349,046 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,316 103,844,318 103,844,316 103,844,318 103,846,318	Other Assets	7(a)	483,906		
Non-current Assets Trade and Other Receivables 5 678,222 540,050 393,784	Assets Classified as Held for Sale		0		
Trade and Other Receivables 5 678,222 540,050 393,784 Other Financial Assets 4(b) 1,431,938 1,608,066 481,283 Property, Plant and Equipment 8,27 199,363,753 191,175,455 134,060,338 Infrastructure 9 651,595,672 653,437,006 580,752,889 Finance Lease Receivables 5.1 7,672,464 7,704,476 7,698,983 Right of Use Assets 11(a) 104,782 342,734 811,327 Total Non-current Assets 26(c) 982,378,525 958,652,103 810,547,650 Current Liabilities Trade and Other Payables 12 8,873,525 958,652,103 810,547,650 Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 90,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions	Total Current Assets	, ,	121,531,694	103,844,316	
Other Financial Assets 4(b) 1,431,938 1,608,066 481,283 Property, Plant and Equipment Infrastructure 8,27 199,363,753 191,175,455 134,060,338 Infrastructure 9 651,595,672 653,437,006 580,752,898 Finance Lease Receivables 5.1 7,672,464 7,704,476 7,698,983 Right of Use Assets 11(a) 104,782 342,734 811,327 Total Non-current Assets 26(c) 982,378,525 958,652,103 810,547,650 Current Liabilities Trade and Other Payables 12 8,873,525 8,670,757 11,121,259 Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 16 6,504,000 0 430,000 Total Current Liabilities <td>Non-current Assets</td> <td></td> <td></td> <td></td> <td></td>	Non-current Assets				
Property, Plant and Equipment 8,27 199,363,753 191,175,455 134,060,338 Infrastructure 9 651,595,672 653,437,006 580,752,889 Finance Lease Receivables 5.1 7,672,464 7,704,476 7,698,983 7,612,464 7,704,476 7,698,983 7,612,464 7,704,476 7,698,983 7,041,405 7,624,464 7,704,476 7,698,983 7,041,405 7,624,464 7,704,476 7,698,983 7,041,405 7,041,	Trade and Other Receivables	5	678,222	540,050	393,784
Infrastructure	Other Financial Assets	4(b)	1,431,938	1,608,066	481,283
Finance Lease Receivables 5.1 7,672,464 7,704,476 7,699,983 81 104,782 342,734 811,327 70 104,782 342,734 811,327 70 104,782 342,734 811,327 70 104,782 342,734 811,327 70 104,782 342,734 811,327 70 104,782 342,734 811,327 70 104,782 342,734 854,807,787 724,198,604 70 104,782 342,735 70 104,7650 70 104,782 70 70 70 70 70 70 70 7	Property, Plant and Equipment	8,27	199,363,753	191,175,455	134,060,338
Right of Use Assets	Infrastructure	9	651,595,672		580,752,889
Total Non-current Assets 860,846,831 854,807,787 724,198,604 Total Assets 26(c) 982,378,525 958,652,103 810,547,650 Current Liabilities 1 8,873,525 8,670,757 11,121,259 Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowi	Finance Lease Receivables	5.1	7,672,464	7,704,476	7,698,983
Total Assets 26(c) 982,378,525 958,652,103 810,547,650 Current Liabilities Trade and Other Payables 12 8,873,525 8,670,757 11,121,259 Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,	Right of Use Assets	11(a)	104,782	342,734	811,327
Current Liabilities 12 8,873,525 8,670,757 11,121,259 Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Tot	Total Non-current Assets		860,846,831	854,807,787	724,198,604
Trade and Other Payables 12 8,873,525 8,670,757 11,121,259 Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 5,77,890 620,894 715,485 Total Liab	Total Assets	26(c)	982,378,525	958,652,103	810,547,650
Trade and Other Payables 12 8,873,525 8,670,757 11,121,259 Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 5,77,890 620,894 715,485 Total Liab					
Contract Liabilities 13.1 1,266,220 1,603,261 2,521,219 Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 88,590,027 78,122,543 62,643,318 Net Assets					
Grant Liabilities 13.2 984,500 1,396,224 988,563 Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 483,823,213 <	•				
Lease Liabilities 11(b) 117,396 253,212 492,042 Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181					
Borrowings 14 4,620,953 4,330,300 3,020,442 Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183					
Employee Related Provisions 15 5,885,190 5,911,972 5,502,681 Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 883,788,498 880,529,560 747,904,332 Equity 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104					
Other Provisions 16 6,504,000 0 430,000 Total Current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	•				
Non-current Liabilities 28,251,784 22,165,726 24,076,206 Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570					
Non-current Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570		16			
Contract Liabilities 13.1 9,205,220 7,679,299 7,888,354 Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Total Current Liabilities		28,251,784	22,165,726	24,076,206
Grant Liabilities 13.2 6,861,059 5,623,503 4,276,558 Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Net Assets 88,590,027 78,122,543 62,643,318 Retained Surplus 893,788,498 880,529,560 747,904,332 Equity 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Non-current Liabilities				
Lease Liabilities 11(b) 72,872 188,483 439,461 Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 88,590,027 78,122,543 62,043,318 Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Contract Liabilities	13.1	9,205,220	7,679,299	7,888,354
Borrowings 14 43,621,202 41,844,638 25,247,254 Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 88,590,027 78,122,543 62,643,318 Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Grant Liabilities	13.2	6,861,059	5,623,503	4,276,558
Employee Related Provisions 15 577,890 620,894 715,485 Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity 88,590,027 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Lease Liabilities	11(b)	72,872	188,483	439,461
Total Non-current Liabilities 60,338,243 55,956,817 38,567,112 Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	•	14	43,621,202	41,844,638	
Total Liabilities 88,590,027 78,122,543 62,643,318 Net Assets 893,788,498 880,529,560 747,904,332 Equity Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Employee Related Provisions	15	577,890	620,894	715,485
Net Assets 893,788,498 880,529,560 747,904,332 Equity Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Total Non-current Liabilities		60,338,243	55,956,817	38,567,112
Equity Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Total Liabilities		88,590,027	78,122,543	62,643,318
Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Net Assets		893,788,498	880,529,560	747,904,332
Retained Surplus 483,823,213 475,350,117 462,043,202 Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570	Fauity				
Reserve Accounts 3 78,138,181 71,183,341 62,919,560 Revaluation Surplus 17,27 331,827,104 333,996,102 222,941,570			483,823,213	475,350,117	462.043.202
Revaluation Surplus 17,27 <u>331,827,104</u> 333,996,102 222,941,570	·	3			
		,			

is statement is to be read in conjunction with the accompanying notes.

Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Statement of Changes in Equity

		Retained Surplus	Reserves Cash Backed	Revaluation Surplus	Total Equity
	Note	\$	\$	\$	\$
Balance as at 1 July 2021		461,812,090	62,919,560	224,325,697	749,057,347
Revaluation Surplus Adjustment		0	0	0	0
Correction of Errors	27	231,112	0	(1,384,127)	(1,153,015)
*Restated Balance at 1 July 2021	_	462,043,202	62,919,560	222,941,570	747,904,332
Comprehensive Income					
Net Result for the period		21,547,838	0	0	21,547,838
Correction of Errors	27	22,858	0	(5,913,561)	(5,890,703)
Other Comprehensive Income	_	0	0	116,968,093	116,968,093
Total Comprehensive Income		21,570,696	0	111,054,532	132,625,228
Transfer from Reserves Transfer to Reserves		(8,263,781)	8,263,781	0	0
*Restated Balance as at 30 June 2022	-	475,350,117	71,183,341	333,996,102	880,529,560
Comprehensive Income					
Net Result		15,427,936	0	0	15,427,936
Other Comprehensive Income	17	0	0	(2,168,998)	(2,168,998)
Total Comprehensive Income		15,427,936	0	(2,168,998)	13,258,938
Transfer from Reserves Transfer to Reserves		(6,954,840)	6,954,840	0	0
Balance as at 30 June 2023		483,823,213	78,138,181	331,827,104	893,788,498

This statement is to be read in conjunction with the accompanying notes.

^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Statement of Cash Flows

	Note	2023 Actual	2022 Actual
Cash Flows from Operating Activities		\$	\$
Receipts			
Rates		56,371,297	55,566,251
Grants, Subsidies and Contributions		7,659,946	5,875,276
Fees & Charges		22,510,179	18,960,175
Interest Revenue		4,374,036	1,004,063
Goods and Services Tax		8,008,520	7,405,825
Other Receipts		6,655,730	4,989,035
		105,579,708	93,800,625
Payments			
Employee Costs		(35,560,739)	(33,995,104)
Materials and Contracts		(21,641,038)	(23,418,262)
Utility Charges		(2,855,031)	(2,750,011)
Finance Costs		(1,724,165)	(1,237,620)
Insurance Paid		(869,528)	(783,825)
Goods and Services Tax		(7,865,028)	(7,324,129)
Other Payments		(11,026,087)	(5,214,040)
		(81,541,616)	(74,722,991)
Net Cash Provided by / (used in) Operating Activities	18	24,038,092	19,077,634
Cash Flows from Investing Activities			
Payment for Purchase of Property, Plant & Equipment		(14,815,688)	(8,995,166)
Payment for Construction of Infrastructure		(15,350,796)	(22,623,149)
Non-Operating Grants, Subsidies and Contributions		20,907,096	12,646,661
Proceeds from Sale of Property, Plant and Equipment		604,455	257,564
Proceeds from Sale of Non-current Asset Held for Sale		0	2,500,000
Proceeds from Financial Assets at Amortised Costs – Term Deposits		(20,000,000)	(12,500,000)
Proceeds from Self Supporting Loans		177,873	91,238
Net Cash Provided by / (used In) Investing Activities		(28,477,060)	(28,622,852)
Cash Flows from Financing Activities			
Repayment of Borrowings		(4,432,783)	(3,417,757)
Payments of Principal Portion of Lease Liabilities		(251,427)	(489,806)
Advances to Community Groups		0	(1,325,000)
Proceeds from New Borrowings		6,500,000	21,325,000
Net Cash Provided By / (used In) Financing Activities	•	1,815,790	16,092,437
	•		
Net Increase / (Decrease) in Cash Held		(2,623,178)	6,547,219
Cash at Beginning of Year		23,655,454	17,108,235
Cash and Cash Equivalents at the End of the Year	18	21,032,276	23,655,454

This statement is to be read in conjunction with the accompanying notes.

Statement of Financial Activity

		2023 Actual	2023 Budget	2022 Actual Restated*
	Note	\$	\$	\$
Operating Activities				
Revenue from Operating Activities				
Rates	28	57,470,528	57,741,408	54,785,774
Grants, Subsidies and Contributions		7,443,435	3,432,638	6,166,651
Fees and Charges		22,417,681	19,894,021	19,407,734
Interest Revenue	2(a)	4,374,036	2,019,250	1004,063
Other Revenue		609,996	351,906	771,797
Profit on Asset Disposals		200,266	23,632	68,489
Gain on Sale of Non-Current Assets Held for Resale		0	0	461,893
Reversal of Asset Write Off Fair Value Adjustment to Financial Assets Through Profit or Loss		6.450	0 0	462,502
rair value Aujustment to Financial Assets Through Profit of Loss		6,450 92,522,392	83,462,855	11,520 83,140,423
Expenditure from Operating Activities		92,322,392	63,402,633	63,140,423
Employee Costs		(35,509,581)	(36,307,918)	(33,845,687)
Materials and Contracts		(22,616,412)	(22,164,077)	(19,305,656)
Utility Charges		(2,855,031)	(2,876,680)	(2,750,011)
Depreciation	10(a),27	(26,481,887)	(27,439,900)	(24,503,340)
Finance Costs		(1,724,165)	(1,722,673)	(1,237,620)
Insurance		(869,528)	(652,369)	(783,825)
Other Expenditure		(10,714,742)	(5,544,622)	(3,196,840)
Loss on Asset Disposals		(346,370)	(45,550)	(748,170)
		(101,117,716)	(96,753,789)	(86,371,149)
Non-cash amounts excluded from operating activities	29(a)	32,590,815	27,461,818	24,114,970
Amount attributable to operating activities	25(4)	23,995,491	14,170,884	20,884,244
Amount attributable to operating activities		23,333,431	14,170,004	20,004,244
Investing Activities				
Inflows from investing activities				
Capital grants, subsidies and contributions		24,023,259	31,102,583	24,801,422
Proceeds from disposal of assets		604,455	613,452	2,757,564
Proceeds from self-supporting loans	30	177,873	189,476	91,240
Outflows from investing activities	0	(14.054.755)	(42.027.454)	(0.644.227)
Purchase property, plant and equipment	8 9	(14,954,755)	(43,827,451)	(8,611,327)
Purchase and construction of infrastructure	9	(15,187,791)	(22,633,157)	(22,623,150)
Amount attributable to investing activities		(5,336,959)	(34,555,097)	(3,584,251)
Non-cash amounts excluded from investing activities	29(b)	(3,167,598)	(5,740,000)	(11,066,960)
Amount attributable to investing activities		(8,504,557)	(40,295,097)	(14,651,211)
Financing Activities				
Inflows from financing activities				
Proceeds from new borrowings	30	6,500,000	6,750,000	21,325,000
Transfers from cash backed reserves		53,101,746	48,698,258	43,870,975
Outflows from financing activities				
Repayment of borrowings	30	(4,432,783)	(4,517,329)	(3,417,758)
Principal elements of finance lease payments		(251,426)	(250,974)	(489,807)
Advance to Community Groups	30	0	(250,000)	(1,325,000)
Transfers to cash backed reserves (restricted assets)		(68,795,118)	(24,477,257)	(68,303,015)
Amount attributable to financing activities		(13,877,581)	25,952,698	(8,339,605)
Movement in Surplus or deficit				
Movement in Surplus or deficit Surplus or deficit at the start of the financial year		341,808	507,353	2,448,380
Amount attributable to operating activities		23,995,491	14,170,884	20,884,244
Amount attributable to investing activities		(8,504,557)	(40,295,097)	(14,651,211)
Amount attributable to financing activities		(13,877,581)	25,952,698	(8,339,605)
Surplus or deficit at the end of the financial year		1,955,161	335,838	341,808
		_,555,101	333,033	341,000

This statement is to be read in conjunction with the accompanying notes. $\label{eq:conjunction}$

^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Index of notes to the financial report

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Notes to and forming part of the Financial Report

1. BASIS OF PREPARATION

The financial report of City of Busselton which is a Class 1 local government comprises general purpose financial statements which have been prepared in accordance with the Local Government Act 1995 and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the Local Government Act 1995 read with the Local Government (Financial Management) Regulations 1996 prescribe that the financial report be prepared in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The Local Government (Financial Management) Regulations 1996 specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for the Statement of Cash Flows and elements of the rate setting information contained in the Statement of Financial Activity, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

The local government reporting entity

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 32 of the financial report.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- · Estimated fair value of certain financial assets
- Impairment of financial assets
- Estimation of fair values of land and buildings, infrastructure and investment property
- Estimation uncertainties made in relation to lease accounting
- Estimated useful life of intangible assets

Notes to and forming part of the Financial Report

1. BASIS OF PREPARATION (Continued)

Initial application of accounting standards

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2020-3 Amendments to Australian Accounting Standards Annual Improvements 2018-2020 and Other Amendments
- AASB 2020-6 Amendments to Australian Accounting Standards Classification of Liabilities as Current or Non-current – Deferral of Effective Date
- AASB 2021-7a Amendments to Australian Accounting Standards Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [general editorials]
- AASB 2022-3 Amendments to Australian Accounting Standards Illustrative Examples for Not-for-Profit
 Entities accompanying AASB 15

These amendments have no material impact on the current annual financial report.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards Classification of Liabilities as Current or Non-current
- AASB 2021-2 Amendments to Australian Accounting Standards Disclosure of Accounting Policies or
 Definition of Accounting Estimates. This standard will result in a terminology change for significant
 accounting policies
- AASB 2021-7c Amendments to Australian Accounting Standards Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards Non-current Liabilities with Covenants
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards
- AASB 2022-10 Amendments to Australian Accounting Standards Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities.

The amendments to AASB 2022-10 may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

Except as described above these amendments are not expected to have any material impact on the financial report on initial application.

Notes to and forming part of the Financial Report

2. Revenue and Expenses

Revenue Recognition Policy

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	Timing of revenue recognition
Rates	General rates & rates charged for specific defined purposes.	When rates notice is issued.
Operating Grants, Subsidies and Contributions	Community events, minor facilities, research, design, planning evaluation and services. General appropriations and contributions with no reciprocal commitment.	Income from grants that are enforceable and with sufficiently specific performance obligations is recognised as the City satisfies its obligations in the grant agreements. Income from grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when the City has an unconditional right to receive cash which usually coincides with receipt of cash.
Non-Operating Grants, Subsidies and Contributions	Construction or acquisition of recognisable non-financial assets to be controlled by the local government.	Capital grants are recognised as income as the City satisfies its obligations in the grant agreements.
Fees and Charges	Building, planning, development and animal management, having the same nature as a licence regardless of naming. Compliance safety check. Regulatory food, health and safety. Kerbside collection service. Waste treatment, recycling and disposal service at disposal sites. Permission to use facilities and runway. Gym and pool membership. Cemetery services, library fees, reinstatements and private works. Aviation fuel, kiosk and visitor centre stock. Fines issued for breaches of local laws.	At a point in time (or over a relatively short period of time) when the services have been provided and payments are received.
Other Revenue	Sale of scrap materials. Insurance claims. Commissions on licencing and ticket sales.	At a point in time when the goods have been transferred and payments are received, or upon receipt of funds.

Notes to and forming part of the Financial Report

2.	Revenue and Expenses (Continued)	2023 Actual \$	2022 Actual \$
(a)	Revenue (Continued)		
	Revenue Recognition Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:		
	General rates	56,836,404	54,179,561
	Specified area rates	634,124	606,213
	Statutory permits and licences	1,168,971	1,180,350
	Fines	40,413	57,130
	Developer contributions	1,428,306	785,269
		60,108,218	56,808,523
	Assets and services acquired below fair value		
	Contributed assets	5,204,907	12,518,962
		5,204,907	12,518,962
	Interest Earnings		
	- Reserve Funds	2,235,001	224,316
	- Other Funds	1,675,491	344,876
	- Other Interest Revenue	463,544	434,871
	Formand Channes Bulletten to Bothe Bookhalds	4,374,036	1,004,063
	Fees and Charges Relating to Rates Receivable	110 490	115 020
	Charges on Instalment Plans	119,489	115,929
(b)	Expenses		
	Auditors Remuneration		
	- Audit of the Annual Financial Report	60,900	56,820
	- Other Services Certifications	0	5,900
		60,900	62,720
	Finance Costs		
	Long Term Borrowings (refer Note 30(a))	1,710,755	1,206,769
	Lease Interest	13,410	30,851
		1,724,165	1,237,620

Notes to and forming part of the Financial Report

		Note	2023 Actual \$	2022 Actual \$
3.	Cash and Cash Equivalents			
	Unrestricted		1,713,146	29,696
	Restricted	_	19,319,130	23,625,758
			21,032,276	23,655,454
	Restrictions	-		
	The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
	 Cash and cash equivalents - restricted 		19,319,130	23,625,758
	 Financial Assets at amortised cost – Term Deposits 	4	94,500,000	74,500,000
		Ī	113,819,130	98,125,758
	Reserves – cash/financial asset backed	31	78,138,181	71,183,341
	Cash set aside in Lieu of Parking		358,943	358,943
	Cash set aside in Lieu of Public Open Space		1,410	1,410
	Cash set aside for Roadwork within specific areas, being funds given as a condition of subdivision/development		1,337,256	870,368
	Cash set aside, being unspent specific purpose Government Grants	13	7,845,559	7,019,727
	Cash set aside, being Unspent Loan Funds	30(c)	21,789,593	14,366,377
	Cash set aside for Sundry Restricted		256,155	256,155
	Cash set aside for Deposits & Bonds	12	4,092,033	4,069,438
		Ī	113,819,130	98,125,759

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks 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.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours' notice with no loss of interest.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted Financial Assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

Notes to and forming part of the Financial Report

	No	te	2023 Actual \$	2022 Actual \$
4.	Other Financial Assets		Ţ	Ţ
(a)	Current Assets			
• •	Financial assets at amortised cost		94,682,579	74,677,873
			94,682,579	74,677,873
	Other Financial Assets at Amortised Costs			
	Self-supporting loans		182,579	177,873
	Term Deposit 3	}	94,500,000	74,500,000
			94,682,579	74,677,873
	Held as:			
	Unrestricted other financial assets at amortised cost		182,579	177,873
	Restricted other financial assets at amortised cost		94,500,000	74,500,000
			94,682,579	74,677,873
(b)	Non-Current Assets			
	Financial assets at amortised cost		1,289,331	1,471,909
	Financial assets at fair value through profit and loss		142,607	136,157
			1,431,938	1,608,066
	Financial assets at amortised cost			
	Self-supporting loans		1,289,331	1,471,909
			1,289,331	1,471,909
	Financial assets at fair value through profit and loss			
	Units in Local Government House Trust		142,607	136,157
			142,607	136,157

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 30(a) as self-supporting loans. Fair value of financial assets at fair value through profit and loss is determined from the net asset value of the units held in trust at balance date as compiled by WALGA.

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The City classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Fair values of non-current financial assets at amortised cost are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 25 (i)) due to the observable market rates.

Interest received is presented under cash flows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit and loss

The City classifies the following financial assets at fair value through profit and loss:

- Debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- Equity investments which the City has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 23.

Notes to and forming part of the Financial Report

		2023 Actual	2022 Actual
		\$	\$
5.	Trade and Other Receivables		
	Current		
	Rates Receivable	1,058,068	1,017,639
	Rates Receivable – Pensioners	21,751	21,187
	Trade and Other Receivables	2,195,408	2,319,748
	GST Receivable	475,565	619,057
		3,750,792	3,977,631
	Non-Current		
	Rates Receivable – Pensioners	393,541	344,503
	Trade and Other Receivables	284,681	195,547
		678,222	540,050

SIGNIFICANT ACCOUNTING POLICIES

Rates and statutory receivables

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

Trade receivables

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations as part of the ordinary course of business.

Other Receivables

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers including grants for the construction of recognisable non-financial assets.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets. Trade and other receivables are held with the objective to collect the contractual cash flows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

Notes to and forming part of the Financial Report

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 23.

5.1 Finance Lease Receivables

	2023 Actual	2022 Actual
	\$	\$
Current	309,426	230,175
Non-current	7,672,464	7,704,476
	7,981,890	7,934,651

SIGNIFICANT ACCOUNTING POLICIES

Finance lease receivables

The City is an intermediate lessor and the finance lease receivables relate to properties that the City has subleased to third parties. The City has classified these subleases as finance lease as the subleases are for the whole of the remaining term of the head leases.

Amounts due from the finance leases are recorded as receivables. Finance lease receivables are initially recorded at amounts equal to the present value of the minimum lease payments receivable plus the present value of any unguaranteed residual value expected to accrue at the end of the lease term. Finance lease receipts are apportioned between periodic interest revenue and reduction of the lease receivable over the term of the lease in order to reflect a constant periodic rate of return on the net investment outstanding in the leases.

		2023 Actual \$	2022 Actual \$
6.	Inventories		
	Current		
	Materials	1,272,715	935,800
		1,272,715	935,800
	The following movements in inventories occurred during the year:		
	Balance at beginning of year	935,800	936,902
	Adjustment to inventory	0	0
	Inventories expensed during the year	(208,807)	(114,574)
	Additions to inventory	545,722	113,472
	Balance at end of year	1,272,715	935,800

SIGNIFICANT ACCOUNTING POLICIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Notes to and forming part of the Financial Report

7. Other Assets

		2023 Actual \$	2022 Actual \$
(a)	Other Assets Prepayments	483,906	367,383
(b)	Non-Current Assets Held for Sale Land	0	0

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Non-current assets held for sale

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Non-current assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value hierarchy set out in Note 25(i).

Contract assets

Contract assets primarily relate to the City's right to consideration for work completed but not billed at the end of the period.

Notes to and forming part of the Financial Report

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Property, Plant and Equipment
Movements in Balances
Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land	Buildings	Furniture and	Plant and	Total
			equipment	equipment	
*Restated balance at 1 July 2021	47,935,248	66,636,241	4,042,630	15,446,219	134,060,338
Additions	0	7,078,870	405,559	1,126,898	8,611,327
Transfers	(74,438)	(1,004,955)	245,005	367,803	(466,585)
(Disposals)	0	(516,412)	(7,278)	(223,164)	(746,854)
Depreciation (expense)	0	(2,613,567)	(579,118)	(2,380,102)	(5,572,787)
Revaluation Increments/ (Decrements)	12,664,548	47,627,653	0	0	60,292,201
Correction of Error	(429,075)	(5,484,486)	0	0	(5,913,561)
Donated Assets	0	30,000	0	881,376	911,376
Balance at 30 June 2022	60,096,283	111,753,344	4,106,798	15,219,030	191,175,455
Comprises:					
Gross balance amount at 30 June 2022	60,096,283	112,086,227	5,584,364	21,934,235	199,701,109
Accumulated depreciation at 30 June 2022	0	(332,883)	(1,477,566)	(6,715,205)	(8,525,654)
Balance at 30 June 2022	60,096,283	111,753,344	4,106,798	15,219,030	191,175,455
Additions	0	12,105,402	880,755	1,968,598	14,954,755
Transfers	0	127,006	45,585	237,227	409,818
(Disposals)	(280,926)	(53,181)	0	(416,453)	(750,560)
Depreciation (expense)	0	(2,060,459)	(689,348)	(2,234,740)	(4,984,547)
Impairment (Loss)	0	(1,441,167)	0	0	(1,441,167)
Balance at 30 June 2023	59,815,357	120,430,945	4,343,790	14,773,661	199,363,753
Comprises:					
Gross balance amount at 30 June 2023	59,815,357	124,264,935	6,306,053	23,423,044	213,809,389
Accumulated depreciation at 30 June 2023	0	(2,392,823)	(1,962,263)	(8,649,383)	(13,004,469)
Accumulated Impairment loss 30 June 2023	0	(1,441,167)	0	0	(1,441,167)
Balance at 30 June 2023	59,815,357	120,430,945	4,343,790	14,773,661	199,363,753

* Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

FINANCIAL REPORT for the year ended 30 June 2023

Notes to and forming part of the Financial Report

8. Property, Plant and Equipment (Continued)

(b) Carrying Value Measurements

	Asset Class	Fair Value Hierarchy	Fair Value Valuation Technique Hierarchy	Basis of Valuation	Date of last Inputs Used Valuation	Inputs Used
<u>(i)</u>	(i) Fair Value					
	Land	7	Market approach using recent observable market Independent Registered data for similar properties/ income approach using Valuer discounted cash flow methodology	Independent Registered Valuer	June 2022	Price per hectare / market borrowing rate.
	Buildings -		i			
	Specialised	κ	Cost approach using current replacement cost	Independent Registered Valuer	May 2022	Construction costs and current condition, residual values and remaining useful life assessment's inputs.
	Buildings -					
	Non-Specialised	2	Market approach using recent observable market Independent Registered data for similar properties/income approach using Valuer discounted cash flow methodology	Independent Registered Valuer	May 2022	Price per square meter / market borrowing rate.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement. During the period, there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

A/N	N/A
Cost	Cost
N/A	N/A
Furniture and Equipment	Plant & Equipment
	t N/A Cost

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Notes to and forming part of the Financial Report

Infrastructure
Movements in Balances
Movement in the balances of each class of Infrastructure between the beginning and the end of the current financial year.

	Roads	Bridges	Car Parks	Drainage	Other	Total
	Infrastructure	Infrastructure	Infrastructure	Infrastructure	Infrastructure	Infrastructure
Balance at 1 July 2021	306,702,564	37,862,300	10,496,636	58,894,169	166,797,220	580,752,889
Additions	9,462,386	1,258,488	1,185,864	343,693	10,372,719	22,623,150
Transfers	(2,669)	0	(61,678)	629	496,556	429,838
(Disposals)	0	(157,772)	0	0	(32,619)	(190,391)
Depreciation (expense)	(6,513,008)	(820,595)	(418,219)	(883,973)	(9,826,164)	(18,461,959)
Revaluation Increments/ (Decrements)	29,134,330	12,932,853	880,266	7,246,139	6,367,483	56,675,893
Donated Assets	2,747,979	3,929,239	0	2,470,181	2,460,187	11,607,586
Balance at 30 June 2022	341,528,582	55,004,513	12,197,691	88,070,838	176,635,382	653,437,006
Comprises:						
Gross balance amount at 30 June 2022	341,528,582	55,004,513	12,197,691	68,070,838	176,635,382	653,437,006
Accumulated depreciation at 30 June 2022	0	0	0	0	0	0
Balance at 30 June 2022	341,528,582	55,004,513	12,197,691	88,070,838	176,635,382	653,437,006
Additions	5,841,495	450,000	412,938	359,379	8,123,979	15,187,791
Transfers	1,298,120	(1,558)	(50,466)	553,765	(2,046,673)	(246,812)
(Disposals)	0	0	0	0	0	0
Depreciation (expense)	(7,628,611)	(1,207,065)	(502,573)	(1,338,187)	(10,582,953)	(21,259,389)
Impairment (Loss)	0	(727,831)	0	0	0	(727,831)
Donated Assets	1,824,962	0	0	2,396,214	983,731	5,204,907
Balance at 30 June 2023	342,864,548	53,518,059	12,057,590	70,042,009	173,113,466	651,595,672
Comprises:						
Gross balance amount at 30 June 2023	350,493,159	55,452,955	12,560,163	71,380,196	183,696,420	673,582,893
Accumulated depreciation at 30 June 2023	(7,628,611)	(1,207,065)	(502,573)	(1,338,187)	(10,582,954)	(21,259,390)
Accumulated Impairment loss 30 June 2023	0	(727,831)	0	0	0	(727,831)
Balance at 30 June 2023	342,864,548	53,518,059	12,057,590	70,042,009	173,113,466	651,595,672

9. (a)

FINANCIAL REPORT for the year ended 30 June 2023

Notes to and forming part of the Financial Report

9. Infrastructure (Continued)

Fair Value Measurements

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Asset Class	Fair Value Hierarchy	Fair Value Valuation Technique Hierarchy	ne		Basis of Valuation	Date of last Valuation	Date of last Inputs Used Valuation
Roads	3	Cost approach replacement cost	using	current	Cost approach using current Management valuation replacement cost	June 2022	Construction costs and current condition, residual values and remaining useful life assessments inputs.
Bridges	ю	Cost approach replacement cost	using	current	using current Management valuation	June 2022	Construction costs and current condition, residual values and remaining useful life assessments inputs.
Car Parks	ю	Cost approach replacement cost	using	current	using current Management valuation	June 2022	Construction costs and current condition, residual values and remaining useful life assessments inputs.
Drainage	m	Cost approach replacement cost	using	current	current Management valuation	June 2022	Construction costs and current condition, residual values and remaining useful life assessments inputs.
Other Infrastructure	к	Cost approach replacement cost	using	current	current Management valuation	June 2022	Construction costs and current condition, residual values and remaining useful life assessments inputs.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period, there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

Notes to and forming part of the Financial Report

10. Fixed Assets

		2023 Actual	2022 Actual
		\$	\$
(a)	Depreciation		
	Buildings	2,060,459	2,613,567
	Furniture and Equipment	689,348	579,118
	Plant and Equipment	2,234,740	2,380,102
	Infrastructure - Roads	7,628,611	6,513,008
	Infrastructure - Bridges	1,207,065	820,595
	Infrastructure - Car Parks	502,573	418,219
	Infrastructure - Stormwater Drainage	1,338,187	883,973
	Infrastructure - Other	10,582,956	9,826,165
	Right of Use Assets – Furniture and Equipment	237,948	468,593
		26,481,887	24,503,340

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table

Buildings Furniture and Equipment Plant and Equipment	40 - 90 3 - 15 3 - 25	Years Years Years
Infrastructure:		
Roads	10 - 60	Years
Bridges	40 - 85	Years
Car Parks	20 - 40	Years
Footpaths & Cycle ways	20 - 50	Years
Parks, Gardens & Reserves & Community Facilities	4 - 80	Years
Drainage	80	Years
Regional Airport & Industrial Park	5 - 60	Years

Revision of useful lives of plant and equipment

During the year the estimated total useful lives of certain items of plant and equipment used in the maintenance of road infrastructure were revised.

Notes to and forming part of the Financial Report

10. Fixed Assets (Continued)

(b) Temporarily idle or retired from use assets

The carrying value of assets held by the City which are temporarily idle or retired from active use and not classified as held for sale are shown in the table below.

	2023 Actual \$	2022 Actual \$
Furniture and equipment	0	0
Plant and equipment	0	0
	0	0

(c) Fully Depreciated Assets in Use

The gross carrying value of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2023	2022
	Actual	Actual
	\$	\$
Furniture and equipment	135,841	130,022
Plant and equipment	3,751,560	2,919,626
	3 887 401	3 049 648

Notes to and forming part of the Financial Report

10. Fixed Assets (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value (as indicated), less any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with Financial Management Regulation 17A. Where acquired at no cost, the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5). These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, and infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date consistent with Financial Management Regulation 17A (4).

Revaluation

The fair value of land, buildings, and infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the City.

At the end of each period, the carrying amount for each asset class is reviewed and, where appropriate, the fair value is updated to reflect current market conditions consistent with Financial Management Regulation 17A(2) which requires land, buildings infrastructure, investment properties and vested improvements to be shown at fair value.

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Notes to and forming part of the Financial Report

10. Fixed Assets (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 10(a).

Impairment

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal

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 in the period in which they arise.

Notes to and forming part of the Financial Report

11. Leases

(a) Right of use assets

Movement in the balance of each class of right-of-use asset between the beginning and end of the current financial year.

	between the beginning and end of the current infancial year.	Note	Right of use assets – Furniture and Equipment \$	Right of use assets - Total \$
	Balance at 1 July 2021		811,323	811,323
	Depreciation (expense)	10(a)	(468,593)	(468,593)
	Balance at 30 June 2022	·	342,730	342,730
	Depreciation (expense)	10(a)	(237,948)	(237,948)
	Balance at 30 June 2023		104,782	104,782
	The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:		2023 Actual	2022 Actual
	,		\$	\$
	Depreciation expense on right of use assets	10(a)	(237,948)	(468,593)
	tokaniak amangan an Isana Bakibitan	20/4)	(10,861)	(20.450)
	Interest expense on lease liabilities	30(d)	(10,001)	(28,459)
	Total amount recognised in the statement of comprehensive income	30(a)	(248,809)	(497,052)
	·	30(d)		
(b)	Total amount recognised in the statement of comprehensive income		(248,809)	(497,052)
(b)	Total amount recognised in the statement of comprehensive income Total cash outflow from leases		(248,809)	(497,052)
(b)	Total amount recognised in the statement of comprehensive income Total cash outflow from leases Lease Liabilities		(248,809) (261,835)	(497,052) (517,660)

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 30(d).

Notes to and forming part of the Financial Report

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Right-of-use assets - measurement

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

(c) Property subject to lease

The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.

	2023 Actual \$	2022 Actual \$
Less than 1 year	1,234,636	1,137,441
1 to 2 years	1,201,287	1,114,721
2 to 3 years	1,220,671	1,068,125
3 to 4 years	1,145,414	1,032,489
4 to 5 years	1,067,819	1,032,489
> 5 years	26,147,829	27,512,227
	32,017,656	32,897,492

The City leases properties to external parties with rentals payable monthly. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets.

SIGNIFICANT ACCOUNTING POLICIES

The City as Lessor

Upon entering into each contract as a lessor, the City assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (e.g. legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the City applies AASB 15 to allocate the consideration under the contract to each component.

Notes to and forming part of the Financial Report

		2023 Actual \$	2022 Actual \$
12.	Trade and Other Payables		
	Current		
	Sundry Creditors	1,869,305	1,178,615
	Prepaid Rates	1,015,844	918,088
	Deposits and Bonds	4,092,033	4,069,438
	Accrued Expenses	1,896,343	2,504,616
		8,873,525	8,670,757

SIGNIFICANT ACCOUNTING POLICIES

Financial Liabilities

Financial liabilities are initially recognised at fair value when the City becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

Notes to and forming part of the Financial Report

13.	Other Liabilities Contracts/ Grant Liabilities	2023 Actual \$	2022 Actual \$
13.1	Contract Liabilities		
	Current	1,266,220	1,603,261
	Non-current	9,205,220	7,679,299
		10,471,440	9,282,560
13.1.1	Movement in contract liabilities		
	Reconciliation of changes in contract liabilities		
	Opening balance	9,282,560	10,409,573
	Additions	1,428,305	785,269
	Revenue recognised in the reporting period	(239,425)	(1,912,282)
	Balance at end of period	10,471,440	9,282,560
13.1.2	Expected satisfaction of contract liabilities Income recognition		
	1 year	1,266,220	1,603,261
	1 to 5 years	2,617,860	2,320,640
	Over 5 years	6,587,360	5,358,659
42.2	Constant to be the constant of	10,471,440	9,282,560
13.2	Grant Liabilities	004 500	1 206 224
	Current Non-current	984,500 6,861,059	1,396,224 5,623,503
	Non-current	7,845,559	7,019,727
13.2.1	Movement in grant liabilities	7,045,555	7,013,727
13.2.1	Reconciliation of changes in grant liabilities		
	Opening balance	7,019,727	5,265,121
	Additions	20,217,899	14,042,405
	Revenue recognised in the reporting period	(19,392,067)	(12,287,799)
	Balance at end of period	7,845,559	7,019,727
13.2.2	Expected satisfaction of grant liabilities		
	Income recognition		
	1 year	984,500	1,396,224
	1 to 5 years	6,861,059	5,623,503
	Over 5 years	0	0
		7,845,559	7,019,727

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer. Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the City's obligations to construct recognisable non-financial assets to identified specifications to be controlled the City which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Notes to and forming part of the Financial Report

13. Other Liabilities (Continued)

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital grant/contribution liabilities (Continued)

Fair values for Non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cash flows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

14. Borrowings

			2023			2022	
	Note	Current	Non-	Total	Current	Non-	Total
			current			current	
		\$	\$	\$	\$	\$	\$
Secured							
Bank Overdrafts		0	0	0	0	0	0
Bank Loans		0	0	0	0	0	0
Debentures		4,620,953	43,621,202	48,242,155	4,330,300	41,844,638	46,174,938
Total Secured Borrowings	30	4,620,953	43,621,202	48,242,155	4,330,300	41,844,638	46,174,938

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the City of Busselton. Other loans relate to transferred receivables. Refer to Note 5.

The City of Busselton has complied with the financial covenants of its borrowing facilities during the 2023 and 2022 years.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 25(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 23.

Details of individual borrowings required by regulations are provided at Note 30(a).

Notes to and forming part of the Financial Report

15.	Employee Related Provisions		
		2023	2022
		\$	\$
	Current Provisions		
	Employee Benefit Provisions		
	Annual Leave	1,922,846	1,944,612
	Long Service Leave	3,142,018	3,130,471
	Other employee Leave Provision	79,317	79,477
		5,144,181	5,154,560
	Other provisions		
	Employment on-costs	741,009	757,412
		741,009	757,412
	Total current employee related provisions	5,885,190	5,911,972
	Non-removal manufacture		
	Non-current provisions	507 774	F 42 240
	Long Service Leave	507,771	543,348
		507,771	543,348
	Other provisions	==	
	Employment on-costs	70,119	77,545
		70,119	77,545
	Total non-current employee related provisions	577,890	620,893
	Total employee related provisions	6,463,080	6,532,865

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2023	2022
	\$	\$
Amounts are expected to be settled on the following basis:		
Less than 12 months after the reporting date	2,956,000	2,687,234
More than 12 months from reporting date	3,507,080	3,845,631
	6,463,080	6,532,865
Expected reimbursements of employee related provisions from other WA local governments included within other receivables	80.000	68.900

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The City's obligations for employee's annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

Notes to and forming part of the Financial Report

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Short-term employee benefits (Continued)

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any re-measurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

16.	Other Provisions	2023 Actual	2022 Actual
		\$	\$
	**Other Provisions	6,504,000	0

**Busselton Waste Transfer Station – Contamination

The City of Busselton operates the Rendezvous Road Waste Transfer Station from lots 500 and 27 Rendezvous Road, Vasse (Busselton Waste Transfer Site). The quality of groundwater at and in an area to the north of the Busselton Waste Transfer Site has reduced as a result of legacy issues from the use of this site as a former landfill facility, and also potentially from other historical uses in the area. Groundwater in the area has shown levels of hydrocarbons, metals, nutrients and PFAS above background levels. Provision has been made to deal with the financial impacts caused by these contamination issues.

SIGNIFICANT ACCOUNTING POLICIES

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Notes to and forming part of the Financial Report

Land and Buildings 99,403,866 45,025,226 46,409,336 Revaluation Increment 20 60,292,201 0 Revaluation Decrement 27 (5,913,561) (1,384,127) Impairment Loss 97,962,698 99,403,866 45,025,226 Furniture & Fittings 97,962,698 99,403,866 45,025,226 Furniture & Fittings 797,333 840,738 840,738 840,738 840,738 840,738 840,738 840,738<	17.	Revaluation Surplus		2023 Actual \$	2022 Actual \$	2021 Restated* \$
Opening Balance 99,403,866 45,025,226 46,409,353 Revaluation Increment 27 0 60,292,201 0 Impairment Loss 1,441,168 0 0 0,252,226 Furniture & Fittings 97,952,698 99,403,866 45,025,226 Furniture & Fittings 797,333 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738		Land and Buildings		•	4	4
Revaluation Increment 27 0 60,291,201 0 Revaluation Decrement 27 0 (5,913,561) (1,384,127) Impairment Loss (1,441,168) 0 0 Furniture & Fittings 97,962,698 99,403,866 45,025,226 Opening Balance 797,333 797,333 797,333 Revaluation Increment 0 0 0 Revaluation Increment 840,738 840,738 840,738 Revaluation Increment 0 0 0 0 Revaluation Increment 0 0 0 0 Revaluation Increment 0 0 0 0 Revaluation Increment 0 29,134,329 0 0 Revaluation Increment 0 29,134,329 0 0 Bridges 151,181,365 151,181,365 122,047,036 122,047,036 Revaluation Increment 0 29,134,329 0 0 Revaluation Increment 0 12,932,853 0		=		99.403.866	45.025.226	46.409.353
Revaluation Decrement Loss 27 (1,441,168) (5,913,561) (1,384,127) Impairment Loss 97,962,698 99,403,866 45,025,226 Furniture & Fittings 797,333 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,738 840,		· -				
Purniture & Fittings		Revaluation Decrement	27	0		(1,384,127)
Purniture & Fittings		Impairment Loss		(1,441,168)		0
Opening Balance 797,333 797,333 797,333 Revaluation Increment 0 0 0 Revaluation Decrement 0 0 0 Opening Balance 840,738 840,738 840,738 Revaluation Increment 0 0 0 Revaluation Decrement 0 0 0 Revaluation Decrement 0 0 0 Revaluation Increment 0 0 0 Revaluation Increment 0 0 0 Revaluation Decrement 0 0 0 0 Revaluation Decrement 0				97,962,698	99,403,866	45,025,226
Revaluation Increment 0 0 0 Revaluation Decrement 0 0 0 Plant and Equipment 840,733 797,333 797,333 Opening Balance 840,738 840,738 840,738 Revaluation Decrement 0 0 0 Roads 0 0 0 Opening Balance 151,181,365 122,047,036 122,047,036 Revaluation Increment 0 2,91,34,329 0 Revaluation Decrement 0 0 0 Bridges 0 0 0 Opening Balance 36,394,262 23,461,409 23,461,409 Revaluation Increment 0 12,932,853 0 Revaluation Decrement 0 12,932,853 0 Revaluation Decrement 0 0 0 <		Furniture & Fittings				
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Plant and Equipment		Revaluation Increment		0	0	0
Plant and Equipment		Revaluation Decrement		0	0	0
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Bridges 151,181,365 151,181,365 122,047,036 Opening Balance 36,394,262 23,461,409 23,461,409 Revaluation Increment 0 12,932,853 0 Revaluation Decrement 0 0 0 Impairment Loss (727,830) 0 0 Car Parks 35,666,432 36,394,262 23,461,409 Opening Balance 6,309,764 5,314,676 5,314,676 Revaluation Increment 0 995,088 0 Revaluation Decrement 0 0 0 Opening Balance 6,309,764 6,309,764 5,314,676 Revaluation Increment 0 0 0 0 Revaluation Increment 0 7,246,139 0 0 Revaluation Decrement 0 7,246,139 0 0 Opening Balance 17,720,180 11,352,697 11,352,697 Revaluation Increment 0 6,367,483 0 0 Revaluation Increment 0 0						
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Car Parks 35,666,432 36,394,262 23,461,409 Opening Balance 6,309,764 5,314,676 5,314,676 Revaluation Increment 0 995,088 0 Revaluation Decrement 0 0 0 Drainage 0 6,309,764 6,309,764 5,314,676 Drainage 21,348,594 14,102,455 14,102,455 Revaluation Increment 0 7,246,139 0 Revaluation Decrement 0 0 0 Other Infrastructure 0 11,352,697 14,102,455 Opening Balance 17,720,180 11,352,697 11,352,697 Revaluation Increment 0 0 0 0 Revaluation Decrement 0 17,720,180 17,720,180 11,352,697 All Asset Classes Opening Balance 333,996,102 222,941,570 224,325,697 Revaluation Increment 0 16,968,093 0 Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss<						
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Opening Balance 6,309,764 5,314,676 5,314,676 Revaluation Increment 0 995,088 0 Revaluation Decrement 0 0 0 Drainage 0 6,309,764 6,309,764 5,314,676 Drainage 0 0 7,246,139 0 Revaluation Increment 0 0 0 0 Revaluation Decrement 0 0 0 0 Opening Balance 17,720,180 11,352,697 11,352,697 Revaluation Increment 0 6,367,483 0 Revaluation Decrement 0 0 0 All Asset Classes 0 17,720,180 17,720,180 11,352,697 Revaluation Increment 0 0 0 0 Revaluation Increment 0 116,968,093 0 Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0 0		Con Books		35,666,432	36,394,262	23,461,409
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Revaluation Increment 0 6,367,483 0 Revaluation Decrement 0 0 0 17,720,180 17,720,180 11,352,697 All Asset Classes 333,996,102 222,941,570 224,325,697 Revaluation Increment 0 116,968,093 0 Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0		Opening Balance		17,720,180	11,352,697	11,352,697
Revaluation Decrement 0 0 0 17,720,180 17,720,180 11,352,697 All Asset Classes 333,996,102 222,941,570 224,325,697 Revaluation Increment 0 116,968,093 0 Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0		. •				
All Asset Classes 333,996,102 222,941,570 224,325,697 Revaluation Increment 0 116,968,093 0 Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0		Revaluation Decrement		0		0
Opening Balance 333,996,102 222,941,570 224,325,697 Revaluation Increment 0 116,968,093 0 Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0				17,720,180	17,720,180	11,352,697
Revaluation Increment 0 116,968,093 0 Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0		All Asset Classes				
Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0		Opening Balance		333,996,102	222,941,570	224,325,697
Revaluation Decrement 0 (5,913,561) (1,384,127) Impairment Loss (2,168,998) 0 0		Revaluation Increment		0	116,968,093	0
		Revaluation Decrement		0		(1,384,127)
		Impairment Loss		(2,168,998)	0	0
		Total Assets Revaluation Surplus		331,827,104	333,996,102	222,941,570

^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

Notes to and forming part of the Financial Report

18. Notes to the Statement of Cash Flows

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

		2023 Actual \$	2022 Actual \$
	Cash and Cash Equivalents	21,032,276	23,655,454
	Restrictions		
	The following classes of financial assets have restrictions imposed		
	by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:		
	Cash and cash equivalents	19,319,130	23,625,758
	Financial assets at amortised cost	94,500,000	74,500,000
		113,819,130	98,125,758
	The restricted financial assets are a result of the following specific purposes to which the assets may be used:		
	Restricted reserve accounts	78,138,181	71,183,341
	Contract liabilities	1,697,609	1,230,721
	Capital grant liabilities	7,845,559	7,019,727
	Unspent loans	21,789,593	14,366,377
	Other Restricted accounts	4,348,188	4,325,593
	Total restricted financial assets	113,819,130	98,125,759
(b)	Reconciliation of Net Cash Provided By Operating Activities to Net Result		
	Net Result	15,427,936	21,570,696
	Non-cash flows in Net result:		
	Depreciation	26,481,887	24,503,340
	(Profit) / Loss on Sale of Asset Revaluation Adjustment	146,104 (6,450)	679,681 (924,395)
	Non-Cash Contributions	(5,204,908)	(12,518,962)
	Changes in assets and Liabilities:		
	(Increase) / Decrease in Receivables	(632,917)	(1,150,925)
	(Increase) / Decrease in Inventories	(384,154)	1,102
	Increase / (Decrease) in Payables	668,766	(948,531)
	Increase / (Decrease) in Provisions	6,434,213	(115,299)
	Non-operating Grants and Contributions for the Development of Assets	(18,892,385)	(12,019,073)
	Net Cash from Operating Activities	24,038,092	19,077,634

Notes to and forming part of the Financial Report

		2023 Actual \$	2022 Actual \$
18.	Notes to the Statement of Cash Flows		
(c)	Undrawn Borrowing Facilities Credit Standby Arrangements		
	Electronic Payaway Facility	850,000	850,000
	Electronic Payaway Facility at Balance Date	0	0
	Credit card limit	50,000	50,000
	Credit card balance at balance date	(23,916)	(28,053)
	Total amount of credit unused	876,084	871,947
	Loan facilities		
	Loan facilities - current	4,620,953	4,330,300
	Loan facilities - non-current	43,621,202	41,844,638
	Total facilities in use at balance date	48,242,155	46,174,938

Notes to and forming part of the Financial Report

19. Contingent Liabilities

19.1 Contaminated Sites

Under the Contaminated Sites Act 2003, the City is required to report known and suspected contaminated sites to the Department of Water and Environmental Regulation (DWER). In accordance with the Act, DWER classifies these sites on the basis of the risk to human health, the environment and environmental values. Where sites are classified as 'contaminated – remediation required' or 'possibly contaminated – investigation required', the City may have a liability in respect of investigation or remediation expenses.

DWER has classified 11 sites as 'possibly contaminated – investigation required'. Until the City conducts an investigation, it is not possible to estimate the potential financial effect or to identify the uncertainties relating to the amount or timing of any outflows.

19.2 Third party claims against the City

The Council is involved in various claims made by third parties in the course of and incidental to the ordinary course of business. In many instances the Council believes it is appropriately covered for these claims through its insurance coverage. It is not possible to estimate the amounts of any eventual payments which may be required in relation to any of these claims and disclosure of further information in relation to actual or potential litigation could prejudice the City's position.

19.3 Jetstar Cash Incentive

Per the Air Services Agreement between the City and Jetstar, the City is required to incentivise and underwrite Jetstar's 3-weekly services to Melbourne, up to an agreed maximum value. The Jetstar flights commenced in April 2022 following the reopening of the WA State border.

At the end of the reporting period, it is acknowledged that there is a possibility that the City may have a liability in relation to the cash subsidy arrangement, if Jetstar's actual revenue is less than the agreed required revenue for the periods in the agreement.

The City is unable to reliably estimate the financial effects, if any, at this time.

Notes to and forming part of the Financial Report

20. Capital Commitments

Capital Expenditure Commitments	2023 Actual \$	2022 Actual \$
Contracted for:		
Capital projects		
- Busselton Performing Arts and Convention Centre	24,948,129	33,476,638
- Mitchell Park	0	36,760
- Dunsborough Lakes Sports Precinct	208,114	509,635
- Vasse Sports Oval Lighting	136,117	0
- Lower Vasse River Sediment Removal	84,850	0
- Hotel Site Car Parking	25,500	0
- Rotary Park War Memorial	14,608	0
- Churchill Park	0	188,620
- Bovell Construction Works	0	190,123
- Construction of Youth Hub in Dunsborough	0	36,146
- Other	0	17,573
	25,417,318	34,455,495
Payable:		
- not later than one year	25,417,318	34,455,495
- later than one year but not later than five years	0	0

The capital expenditure projects outstanding at the end of the current reporting period represent construction works associated with the above stated projects.

Notes to and forming part of the Financial Report

21. Related Party Transactions

	,		2023 Actual \$	2023 Budget \$	2022 Actual \$
(a)	Elected Members Remuneration		·	·	·
	The following fees, expenses and allowances were paid to council members and the mayor:				
	Mayor's Annual Allowance Mayor's Sitting Fees Mayor's Communication Allowance Mayor's Other Allowances		91,997 48,704 3,500 516	91,997 48,704 3,500 0	89,261 47,256 3,481 435
	1,7		144,717	144,201	140,433
	Deputy Mayor's Allowance Deputy Mayor's Sitting Fees Deputy Mayor's Travelling Allowance Deputy Mayor's Communication Allowance Deputy Mayor's Other Allowances		22,999 32,470 0 3,500 0 58,969	22,999 32,470 0 3,500 0 58,969	22,315 41,051 3,177 4,536 227 71,306
	All other Council Member's Sitting Fees All other Council Member's Travelling Allowance All other Council Member's Communication Allowance All other Council Member's Other Allowances		227,290 10,584 24,500 294 262,668	227,290 0 24,500 0 251,790	211,851 3,923 23,407 996 240,177
	Balance of allowances to be allocated upon claims	21(b)	466,354	15,903 470,863	451,916
		21(0)	400,334	470,003	431,310

Notes to and forming part of the Financial Report

21. Related Party Transactions (Continued)

(b) Key Management Personnel (KMP) Compensation

The total of remuneration paid to KMP of the City during the year are as follows:

		2023 Actual \$	2022 Actual \$
Short-term Employee Benefits		1,181,915	1,140,011
Post-employment Benefits		125,446	126,502
Employee - Other Long-term Benefits		77,765	109,532
Employee - Termination Benefits		0	0
Council Member Costs	21(a)	466,354	451,916
		1,851,480	1,827,961

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of providing for the City's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service benefits accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP.

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

(c) Transactions with Related Parties

Transactions between related parties and the City are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	2023	2022
	Actual	Actual
	\$	\$
Purchase of goods and services	310,000	55,000
Payment of Council member costs (Refer to Note 21(b))	466,354	451,916

Notes to and forming part of the Financial Report

21. Related Party Transactions (Continued)

The City's main related parties are as follows:

i Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel and are detailed in Notes 21 (a) and (b).

ii Other Related Parties

An associate person of KMP employed by the City under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the City.

iii Entities subject to significant influence by the City

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

22. Joint Arrangements

The City of Busselton has not been involved in any joint arrangements during the reporting period.

Notes to and forming part of the Financial Report

23. Financial Risk Management

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk -	Long term borrowings at variable	Sensitivity analysis	Utilise fixed interest rate
interest rate	rates		borrowings
Credit risk	Cash and cash equivalents, trade	Aging analysis	Diversification of bank
	receivables, financial assets and debt	Credit analysis	deposits, credit limits.
	investments		Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow	Availability of committed credit
		forecasts	lines and borrowing facilities

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. The Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest Rate Risk

Cash and Cash Equivalents

The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amount	Fixed Interest Rate	Variable Interest Rate	Non-Interest Bearing
	%	\$	\$	\$	\$
2023					
Cash and Cash Equivalents	4.00%	21,032,276	0	21,010,331	21,945
Financial Assets at Amortised Cost – Term Deposits	4.64%	94,500,000	94,500,000	0	0
2022					
Cash and Cash Equivalents	0.80%	23,655,454	7,172,965	16,460,644	21,845
Financial Assets at Amortised Cost – Term Deposits	1.40%	74,500,000	74,500,000	0	0

Notes to and forming part of the Financial Report

- 23. Financial Risk Management (Continued)
- (a) Interest Rate Risk (Continued)

Cash and Cash Equivalents (Continued)

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2023 Actual \$	2022 Actual \$
Impact of a 1% movement in interest rates on profit and loss and equity*	210,103	164,606
* Holding all other variables constant		

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 30.

Notes to and forming part of the Financial Report

23. Financial Risk Management (Continued)

(b) Credit Risk

Trade and Other Receivables

The City's major trade and other receivables comprise contractual non-statutory user fees and charges, grants, contributions and reimbursements. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade and other receivables. To measure the expected credit losses, receivables from grants, contributions and reimbursements are separated from other trade receivables due to the difference in payment terms and security.

The expected loss rates are based on the payment profiles of trade and other receivables over a period of 36 months before 1 July 2022 or 1 July 2023 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of users to settle the receivables.

The loss allowance as at 30 June 2023 and 30 June 2022 was determined as follows for trade and other receivables.

	Less than 1 year past due	More than 1 year past due	More than 2 year past due	More than 3 year past due	Total
30 June 2023					
Rates receivable					
Expected credit loss	0%	0%	0%	0%	
Gross carrying amount	838,611	93,808	40,672	84,976	1,058,067
Loss allowance	0	0	0	0	0
Trade and other receivables					
Expected credit loss	0%	0.01%	0.05%	0.06%	
Gross carrying amount	2,185,593	152,143	136,656	5,698	2,480,090
Loss allowance	0	11	66	3	80
30 June 2022					
Rates receivable					
Expected credit loss	0%	0%	0%	0%	
Gross carrying amount	747,486	236,682	120,561	(87,090)	1,017,639
Loss allowance	0	0	0	0	0
Trade and other receivables					
Expected credit loss	0.01%	0.05%	0.06%	0.00%	
Gross carrying amount	2,449,091	0	66,204	0	2,515,295
Loss allowance	178	0	40	0	218

Notes to and forming part of the Financial Report

23. Financial Risk Management (Continued)

(c) Liquidity Risk

Payables and Borrowings

Payables and borrowings are both subject to liquidity risk — that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 18(c).

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

				Total	
	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	contractual cash flows \$	Carrying Values \$
<u>2023</u>					
Payables	8,873,525	0	0	8,873,525	8,873,525
Borrowings	6,309,548	23,067,621	31,082,215	60,459,384	48,004,633
Lease Liability	117,396	72,872	0	190,268	190,268
	15,300,469	23,140,493	31,082,215	69,523,177	57,068,426
<u>2022</u>					
Payables	8,670,757	0	0	8,670,757	8,670,757
Borrowings	5,948,457	22,455,912	28,421,553	56,825,922	46,174,937
Lease Liability	337,904	117,085	0	454,989	441,694
	14,957,118	22,572,997	28,421,553	65,951,668	55,287,388

24. Events occurring after the end of the reporting period

There were no events subsequent to the reporting date that materially impact on this financial report.

Notes to and forming part of the Financial Report

25. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) 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 (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform to changes in presentation for the current financial year. When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest revenue

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

Notes to and forming part of the Financial Report

25. OTHER SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the City's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

Notes to and forming part of the Financial Report

26. Function and Activity

(a) Service objectives and descriptions

City operations as disclosed in these financial statements encompass the following service orientated functions and activities.

<u>Objectives</u> <u>Description</u>

General Purpose Funding

To collect revenue to allow for the provision of services.

Rates, other general purpose government grants, and interest revenue.

Governance

To provide decision making process for the efficient allocation of scarce resources.

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance to the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific local government services.

Law, Order and Public Safety

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various by-laws, fire prevention, animal control and emergency services. Local government also provides assistance to surf lifesaving efforts.

Health

To provide an operational framework for environmental and community health.

Inspections of food outlets and their control, noise control, waste disposal compliance, mosquitoes and stingers control.

Education and Welfare

To provide services for the elderly, children and youth.

Annual donation to the operation of a Senior Citizen's Centre.

Housing

To provide and maintain elderly resident housing.

To provide and maintain elderly residents The operation of three sets of elderly residents homes.

Community Amenities

To provide services required by the community.

Includes rubbish collection and disposal services, recycling initiatives, septic tank inspection services, urban stormwater drainage networks, environmental protection initiatives, operation of three cemeteries, town scaping facilities, as well as the administration of the Town Planning Scheme and associated policies and obligations.

Recreation and Culture

To establish and effectively manage infrastructure and resources which will help the social well-being of the community.

Maintenance of halls, swimming areas and beaches, various reserves, recreation programs, the Busselton Jetty, the operation of the two Libraries, the maintenance and operation of the two Leisure Centres, and the employment of a Cultural Development Officer.

Notes to and forming part of the Financial Report

26. Function and Activity (Continued)

(a) Service objectives and descriptions (Continued)

Objectives (Continued) Description (Continued) Transport To provide safe, effective and efficient Construction and maintenance of roads, bridges, drainage, transport services to the community. footpaths, cycle ways, parking facilities, traffic signs and depot. Also includes cleaning of streets, maintenance of street trees, street lighting etc. Control and maintenance of a regional airport. **Economic Services** The regulation and provision of tourism initiatives, the To help promote the City and its economic wellbeing. maintenance and operation of a caravan park and the implementation of building controls. Provision of rural services including weed control, vermin control and standpipes. **Other Property and Services** To monitor and control Council's overheads Private works operation, plant repair and operation costs and engineering operation costs. operating accounts.

Notes to and forming part of the Financial Report

26. Functions and Activities (Continued)

(b) Income and Expenses

Income excluding grants, subsidies and contributions and capital grants, subsidies and contributions General Purpose Funding Governance	\$	
capital grants, subsidies and contributions General Purpose Funding		\$
General Purpose Funding		
· -	61,655,923	55,645,773
	20,735	528,433
Law, Order & Public Safety	234,416	212,906
Health	713,531	606,494
Education and Welfare	26,887	214
Housing	541,123	528,687
Community Amenities	10,699,302	10,654,214
Recreation and Culture	3,304,485	3,052,761
Transport	4,837,304	3,013,596
Economic Services	2,965,408	2,408,917
Other Property and Services	79,843	321,777
other Property and Services	85,078,957	76,973,772
Grants, subsidies and contributions and capital grants,	63,076,937	70,373,772
subsidies and contributions		
General Purpose Funding	3,595,936	3,207,562
Governance	109,842	208,375
Law, Order & Public Safety	1,172,987	1,686,280
Health	75,111	101,303
Education and Welfare	218,953	8,723
	•	-
Housing Community Amonities	3,740	4,321
Community Amenities Recreation and Culture	266,882	986,821
Recreation and Culture	14,475,482	6,845,688
Transport Formula Sondana	11,142,971	17,415,929
Economic Services	53,477	19,390
Other Property and Services	351,313	483,681
	31,466,694	30,968,073
Total Income	116,545,651	107,941,845
Expenses	-,,	- ,- ,-
General Purpose Funding	(1,239,092)	(1,507,571)
Governance	(6,342,511)	(8,297,705)
Law, Order & Public Safety	(3,032,514)	(3,518,190)
Health	(1,391,558)	(1,377,970)
Education and Welfare	(743,946)	(188,420)
Housing	(347,468)	(617,476)
Community Amenities	(20,993,664)	(14,488,180)
Recreation and Culture	(30,610,092)	(25,628,552)
Transport	(28,120,200)	(25,319,862)
Economic Services	(4,621,784)	(3,841,238)
Other Property and Services	(3,674,886)	(1,585,985)
Total Expenses	(101,117,715)	(86,371,149)
	(===,==,,,==)	(55,5, 1,1 15)
Net Result for the Period	15,427,936	21,570,696

Notes to and forming part of the Financial Report

26. Functions and Activities (Continued)

(c) Total Assets Classified by Function and Activity

	2023 Actual \$	2022 Actual \$
General Purpose Funding	3,825,807	2,683,446
Governance	30,184,471	31,248,508
Law, Order & Public Safety	8,460,478	8,495,541
Health	354,463	229,369
Education and Welfare	2,376,524	2,324,952
Housing	5,675,859	5,292,759
Community Amenities	45,157,346	47,496,302
Recreation and Culture	236,258,073	216,747,332
Transport	603,251,520	598,231,912
Economic Services	6,348,170	5,055,635
Other Property and Services	13,598,828	14,992,097
Unallocated	26,886,986	25,854,250
	982,378,525	958,652,103

Notes to and forming part of the Financial Report

27. Prior Period Corrections

- After conducting an internal review of all City owned buildings it was identified that City does not have ownership or control over some third party buildings (leasehold improvements on land that is leased to community groups, that has not yet ceded to the City) to the value of \$6,637,501. An adjustment was made to remove this value of the buildings (adjusted for depreciation) from the City's accounts, to ensure compliance with accounting standard AASB 116.
- 2. After conducting an internal review of all City owned land, it was identified that the City held on its asset register an incorrectly classified freehold land parcel, valued at \$710,000 that no longer belongs to the City (Lot 121 Kent Street), and was disposed of in prior periods. This was made up of the initial overstatement of land on the City's accounts (offset by the asset revaluation reserve), for sold portion, of \$429,075 (2021/22), plus the subsequent ceding of the remaining portion of the land to the State being \$280,925 in 2022/23.

	Ref	As reported	Adjustment	Restated*
		previously \$	\$	\$
1 July 2021				
Statement of Financial Position				
Non-current Assets				
Property, Plant and Equipment	1	135,213,353	(1,153,015)	134,060,338
Equity				
Retained Surplus	1	461,812,090	231,112	462,043,202
Revaluation Surplus	1	224,325,697	(1,384,127)	222,941,570
30 June 2022				
Statement by Comprehensive Income				
Depreciation on Non-Current Assets	1	(24,526,198)	22,858	(24,503,340)
Statement of Financial Position				
Non-current Assets				
Property, Plant and Equipment	1,2	198,219,172	(7,043,717)	191,175,455
Equity				
Retained Surplus	1	475,096,147	253,970	475,350,117
Revaluation Surplus	1,2	341,293,790	(7,297,687)	333,996,103
	-,-	0,_50,,50	(,,=5,,55,)	

^{*} Restated for correction of prior period errors relating to City owned land and buildings.

Notes to and forming part of the Financial Report

Rating Information – 2022/23 Financial Year Rates

אמופא		-							
		Number of	Actual	Actual Rate	Interim	Actual Total	Budget Rate	Budget	Budget Total
	Rate in	Properties	Rateable Value	Revenue	Rates	Revenue	Revenue	Interim Rate	Revenue
Rate Type	\$	#	\$	\$	\$	\$	\$	\$	\$
Differential General Rate									
GRV-Residential	0.082183	14,403	337,747,416	27,757,103	379,490	28,136,593	27,757,020	0	27,757,020
GRV- Residential Holiday Homes	0.091254	779	19,544,720	1,783,530	103,374	1,886,904	1,783,530	0	1,783,530
GRV-Industrial	0.114991	460	22,968,105	2,641,123	28,568	2,669,691	2,641,123	0	2,641,123
GRV-Commercial	0.108007	1,320	80,759,071	8,722,538	(303)	8,722,235	8,722,538	0	8,722,538
GRV-Residential Vacant	0.082183	226	7,748,140	636,764	136,492	773,256	636,764	0	636,764
GRV-Industrial Vacant	0.114991	45	1,154,500	132,757	(5,345)	127,412	132,757	0	132,757
GRV-Commercial Vacant	0.108007	55	2,912,852	314,608	(73,733)	240,875	314,608	0	314,608
UV-Holiday Home	0.003862	111	61,421,000	237,207	(117,570)	119,637	237,207	0	237,207
UV-Primary Production	0.004065	743	669,091,000	2,719,853	(35,077)	2,684,776	2,719,853	0	2,719,853
UV-Rural	0.003961	1,425	843,259,000	3,340,143	63,091	3,403,234	3,340,143	0	3,340,143
UV-Commercial	0.007483	156	109,393,000	818,588	(2,594)	815,994	818,588	0	818,588
Interim Rates							0	743,689	743,689
Sub-Totals		19,723	2,155,998,804	49,104,131	476,393	49,580,607	49,104,131	743,689	49,847,820
	Minimum \$			•			Ì	•	
Minimum Differential General Rate									
GRV-Residential	1,460	1,436	23,839,280	2,096,560	0	2,096,560	2,096,560	0	2,096,560
GRV- Residential Holiday Homes	1,517	30	477,360	45,510	0	45,510	45,510	0	45,510
GRV-Industrial	1,460	19	198,132	27,740	0	27,740	27,740	0	27,740
GRV-Commercial	1,460	640	5,381,589	934,400	0	934,400	934,400	0	934,400
GRV-Residential Vacant	1,460	1,188	9,529,470	1,734,480	0	1,734,480	1,734,480	0	1,734,480
GRV-Industrial Vacant	1,460	0	0	0	0	0	0	0	0
GRV-Commercial Vacant	1,460	54	368,340	78,840	0	78,840	78,840	0	78,840
UV-Holiday Home	1,754	63	25,737,000	110,502	0	110,502	110,502	0	110,502
UV-Primary Production	1,460	257	68,382,500	375,220	0	375,220	375,220	0	375,220
UV-Rural	1,594	1,005	259,687,700	1,601,970	0	1,601,970	1,601,970	0	1,601,970
UV-Commercial	1,460	06	4,873,769	131,400	0	131,400	131,400	0	131,400
Sub-Totals		4,782	398,475,140	7,136,622	0	7,136,622	7,136,622	0	7,136,622
Other Adjustments						119,175			127,140
Total Amount Raised from General Rates						56,836,404			57,111,582
Specified Area Rate (refer note 28(b))						634,124		•	629,826
Totals						57,470,528			57,741,408

28. (a)

Notes to and forming part of the Financial Report

28(b) Specified Area Rate

	Rate in \$	Basis of Rate	Rateable Value \$	Rate Revenue \$	Budget Rate Revenue \$	Applied to Costs \$	Budget Applied to Costs \$
Port Geographe							
 Rate 	0.013492	GRV	17,613,802	237,645	237,645	237,645	237,645
Interim Rate				2,495	0	2,495	0
				240,140	237,645	240,140	237,645

	Rate in \$	Basis of Rate	Rateable Value \$	Rate Revenue \$	Budget Rate Revenue \$	Applied to Costs \$	Budget Applied to Costs \$
Provence							
 Rate 	0.012309	GRV	16,053,490	197,603	197,603	197,603	197,603
 Rate 	0.000144	UV	5,505,000	793	793	793	793
Interim Rate				414	0	414	0
				198,810	198,396	198,810	198,396

		Rate in	Basis of Rate	Rateable Value \$	Rate Revenue \$	Budget Rate Revenue \$	Applied to Costs \$	Budget Applied to Costs \$
Vasse								
•	Rate	0.015269	GRV	12,691,480	193,785	193,785	193,785	193,785
•	Interim Rate				1,388	0	1,388	0
					195,173	193,785	195,173	193,785

The purpose of the Specified Area Rates is disclosed in note 31 "Purpose of Reserves".

28(c) Service Charges

	Amount of Charge	Revenue Raised \$	Budget Revenue \$	Applied to Service Costs \$	Budget Applied to Costs \$
Nil	0	0	0	0	0
		0	0	0	0

Notes to and forming part of the Financial Report

28(d) Discounts, Incentives, Concessions & Write-offs

	Туре	Discount %	Total Cost / Value \$	Budget Cost / Value \$
Other	Adjustment	0	89	127,140
Write-offs	Write-off	0	5,811	0
			5,900	127,140

28(e) Interest Charges and Instalments

		Instalment	Instalment plan	
		plan admin	interest	Unpaid rates
		charge	rates	interest rates
Instalment options	Date due	\$	%	%
OPTION ONE				
Single full payment	16/09/2022	0	0.0%	7.0%
OPTION TWO				
(Four equal or near equal bi-monthly instalments)				
First instalment	16/09/2022	0	5.5%	7.0%
Second instalment	16/11/2022	6.30	5.5%	7.0%
Third instalment	16/01/2023	6.30	5.5%	7.0%
Fourth instalment	16/03/2023	6.30	5.5%	7.0%
OPTION THREE	First			
40 equal or near equal weekly instalments	payment			
	date			
	16/09/2022	31.30	5.5%	7.0%
OPTION FOUR	First			
20 equal or near equal fortnightly instalments	payment			
	date			
	16/09/2022	26.20	5.5%	7.0%
OPTION FIVE	First			
10 equal or near equal monthly instalments	payment			
	date			
	16/09/2022	21.10	5.5%	7.0%

	Actual Revenue 2023 \$	Budgeted Revenue 2022 \$
Interest on Unpaid Rates	159,144	150,000
Interest on Instalments Plan	304,400	259,250
Charges on Instalment Plan	119,489	122,966
	583,033	532,216

Notes to and forming part of the Financial Report

28(e) Interest Charges and Instalments (Continued)

Five separate payment option plans will be made available to all ratepayers for the payment of their rates.

OPTION 1 (Full Payment)

Full amount of rates and charges including arrears to be paid on or before 16th September 2022 or 35 days after the date of service appearing on the rate notice whichever is the later.

OPTION 2 (4 Instalments)

First instalment to be received on or before 16th September 2022 or 35 days after the date of service appearing on the rate notice whichever is the later and including all arrears and service charges and one quarter of the current rates. The second, third and fourth instalments of the current rates are to be made on or before dates shown below:

1st Instalment 16th September 2022
 2nd Instalment 16th November 2022
 3rd Instalment 16th January 2023
 4th Instalment 16th March 2023

OPTION THREE

40 equal or near equal weekly instalments

OPTION FOUR

20 equal or near equal fortnightly instalments

OPTION FIVE

10 equal or near equal monthly instalments

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period.

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer.

Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

Notes to and forming part of the Financial Report

29 Determination of Surplus or Deficit

		Note	2022/23 Actual (30 June 23 Carried Forward)	2022/23 Budget (30 June 23 Carried Forward)	2021/22 Actual (Restated)* (30 June 22 Carried Forward)
		Note	\$	\$	\$
(a)	Non-cash amounts excluded from operating activities The following non-cash revenue or expenditure has been excluded fro to operating activities within the Statement of Financial Activity in acc Management Regulation 32.				
	Adjustments to operating activities				
	Less: Profit on asset disposals Add: Loss on disposal of assets Less: Fair value adjustments to financial assets at fair value through		(200,266) 346,370	(23,632) 45,550	(68,489) 748,170
	profit and loss Add: Depreciation on non-current assets Non-cash Movements in Non-Current Assets and Liabilities	10(a)	(6,450) 26,481,887	0 27,439,900	(935,915) 24,503,340
	Less: Movement in finance leases Movement in Long Term Debt		(47,238) (89,134)	0	0
	Movement in pensioner deferred rates (non-current)	5	(49,037)	0	(16,835)
	Movement in employee benefit provisions	15	(69,787)	0	314,699
	Movement in Other provisions Movement Other	16	6,504,000 (279,530)	0 0	(430,000) 0
	Non cash amounts excluded from operating activities		32,590,815	27,461,818	24,114,970
(b)	Non-cash amounts excluded from investing activities				
	The following non-cash revenue or expenditure has been excluded fro to investing activities within the Statement of Financial Activity in accommanagement Regulation 32.				
	Non-cash grants and contributions for assets	2	(5,204,907)	(5,740,000)	(12,518,962)
	Movement in liabilities associated with restricted cash		2,037,309	0	1,452,003
	Non cash amounts excluded from investing activities		(3,167,598)	(5,740,000)	(11,066,959)
(c)	Surplus/(deficit) after imposition of general rates				
(-,	The following current assets and liabilities have been excluded from the in the Statement of Financial Activity in accordance with Financial Marto agree to the surplus/(deficit) after imposition of general rates.				
	Adjustments to net current assets				
	Less: Reserves/ Restricted Cash	3	(113,819,130)	(73,739,212)	(98,125,758)
	Less: Financial assets at amortised cost - self-supporting loans	4(a)	(182,579)	(189,475)	(177,873)
	Less: Other Assets	7(a)	(483,906)	(350,000)	(367,384)
	Less - Current portion of lease receivables	5.1	(309,426)	(300,000)	(230,175)
	Add: Current liabilities not expected to be cleared at end of year				
	- Current portion of borrowings	14	4,620,953	4,500,000	4,330,300
	- Current portion of contract liability held in reserve/ restricted cash	13.1	1,266,220	2,000,000	1,603,261
	- Current portion of grant liability held in reserve/ restricted cash	13.2	984,500	800,000	1,396,224
	- Current portion of deposits and bonds held in restricted cash	12	4,092,033	4,069,438	4,069,438
	- Current portion of lease liabilities	11(b)	117,396	114,652	253,212
	- Current portion of employee benefit provisions	15	5,885,190	5,884,972	5,911,973
	- Current portion of other provisions	16	6,504,000	0	0
	Total adjustments to net current assets		(91,324,749)	(57,209,625)	(81,336,782)
	Net current assets used in the Statement of Financial Activity		404 551 55	70 400 000	400 04: 5:4
	Total current assets		121,531,694	78,438,212	103,844,316
	Less: Total current liabilities		(28,251,784)	(20,892,749)	(22,165,726)
	Less: Total adjustments to net current assets		(91,324,749)	(57,209,625)	(81,336,782)
	Net current assets used in the Statement of Financial Activity		1,955,161	335,838	341,808

^{*} Restated - refer to note 27 for correction of prior period errors relating to City owned land and buildings.

1.668.983 41,772 1,710,755

1,667,916 43,895

46.770.245 1,471,910 48,242,155

46,697,301 1,710,306 48,407,607

4.254.910 177.873 **4,432,783**

4,327,854 189,476 **4,517,330**

6.500.000 6,500,000

6,500,000 250,000 **6,750,000**

44.525.156 1,649,782 46,174,938

Council Loans are financed by general purpose revenue. Self-Supporting Loans are financed by payments from third parties.

30,685 1,579 25,130 8,555 25,130 101.375 20,158 1,508 48,465 48,465 48,465 19,024 33,101 13,024 13,90 11,30 2,612 554,359 2022/23 Actual Interest Repayment 1,585 2,5139 8,5139 2,506 101,430 21,851 1,776 1,786 1,980 49,879 54,867 31,023 19,031 19,031 387 457 1,390 1,300 2,616 30,685 1,711,811 554,459 2022/23 Budget 529,100 6,564 6,564 6,609,572 6,009,576 49,761 1,350,528 1,485,581 864,343 864,343 864,343 87,763 1,704 1,70 1,111,966 4,830,607 4,785,749 6,397,517 48,242,155 11,784,637 850,000 2022/23 Actual 529,104 (1,549) (1,649 41,606 929,726 48,407,607 11,784,637 850,000 2022/23 Budget 40,014 143,349 1,432,783 63,421 75,559 3,141 3,141 3,141 3,141 10,153 10,114 10,955 244,951 256,769 110,955 110 810,406 2022/23 Actual Principal Repayment 0 4,517,330 63,421 75,559 175,559 3,141 3,141 3,141 10,138 110,530 110,052 110,052 110,072 110,72 110,72 110,47 4,530 4,530 4,530 110,603 810,406 2022/23 Budget ____ 6,500,000 **New Loans** 2022/23 Actual 6,500, 250,000 6,750,000 6,500,000 New Loans 2022/23 Budget 69,421 279,840 3,061,670 1,003,170 1,003,170 1,255,477 1,255,477 1,255,477 1,255,477 1,255,477 1,255,477 1,255,477 1,251,107 206,314 3,651,77 20,318 3,651,77 20,318 3,671,77 4,776 4,776 4,777 1,222,773 5,000,000 5,000,000 81,620 12,595,043 850,000 46,174,938 Principal 1 July 2022 Maturity 06/34 06/24 06/29 12/25 Date 4.51 3.92 3.61 ī, Borrowing Institution WATC Recreation & Culture

Loan #202 Gutchernal Heating GLC

Loan #205 GLC Extensions

Loan #205 GLC Extensions

Loan #208 Busselton Foreshore

Loan #212 Busselton Foreshore

Loan #212 Dursborough and Districts Country Club

Loan #212 Dursborough and Districts Country Club

Loan #213 Dursborough and Districts Country Club

Loan #214 Dursborough & Districts Country Club

Loan #215 Busselton Foreshore

Loan #215 Busselton Foreshore Jetty Precinct

Loan #216 Tennis Club Facilities

Loan #216 Tennis Club Facilities

Loan #216 Tennis Club Facilities

Loan #220 Busselton Tennis Club

Loan #220 Busselton Tennis Club

Loan #223 Busselton Tennis Club

Loan #223 Busselton Golf Club

Loan #223 Bursborough Bay Yacht Club

Loan #225 Performing Arts/Convention Centre

Loan #227 WIRBTA - Ancient Lands Discovery Park

Loan #229 Performing Arts/Convention Centre

Loan #229 Performing Arts/Convention Centre

Loan #239 Performing Arts/Convention Centre

Loan #230 Performing R **Administration** Loan #207 Civic and Administration Centre Other Property and Services Loan #210 Lot 40 Vasse Highway Total - Council and Self-supporting Loans **Transport** Loan #206 Airport Jet A1 Installation Loan #219 Air Freight Hub Stage 1 Borrowings Particulars **30**. U 0008008880000888880088000 $^{\circ}$

Borrowings and Lease Liabilities

FINANCIAL REPORT for the year ended 30 June 2023 Notes to and forming part of the Financial Report

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FINANCIAL REPORT for the year ended 30 June 2023

Notes to and forming part of the Financial Report

(continued)
Liabilities (
Lease
Borrowings and
30.

(b) New Borrowings - 2022/23

	Amount B	Amount Borrowed	Institution	Loan Type	Term	Total Interest	Interest	Amount Used	t Used	
Particulars / Purpose	Actual \$	Budget \$			(Years)	& Charges	Rate %	Actual Budget :	Budget \$	_
Loan #230 Performing Arts/Convention Centre	6,500,000	6,500,000	WATC	Debenture	20 Years	9,847,577 4.4237%	4.4237%	0	6,500,000	
Loan #New Community Groups	0	250,000	Unknown	Debenture	10 Years	0	0.000%	0	250,000	
	6,500,000	6,500,000 6,750,000				9,847,577		0	6,750,000	
							•			

6,500,000

Balance Unspent 6,500,000

(c) Unspent Borrowings

	Date Borrowed	Balance	Borrowed	Adjustment *	Expended	Balance
		30 June 2022	During Year		During Year	30 June 2023
Particulars / Purpose		⋄	₩	❖	₩	⋄
Loan #216 Tennis Club Facilities	27 th April 2018	49,341	0	0	0	49,341
Loan #225 Performing Arts/Convention Centre	25 th January 2022	0	0	240,252	0	240,252
Loan #226 Performing Arts/Convention Centre	25 th January 2022	4,317,036	0	682,964	0	5,000,000
Loan #228 Performing Arts/Convention Centre	28 th April 2022	2,000,000	0	0	0	2,000,000
Loan #229 Performing Arts/Convention Centre	28 th April 2022	5,000,000	0	0	0	5,000,000
Loan #230 Performing Arts/Convention Centre	06 th December 2022	0	6,500,000	0	0	6,500,000
		14,366,377	6,500,000	972,557	0	21,789,593

Adjustment relates to loan funds returned to restricted loan account as grants are received and utilised in precedence to borrowings

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Risk

Information regarding exposure to risk can be found at Note 23.

30 – Borrowing and Lease Liability (Continued)

30 (d) Lease Liabilities (Continued)

2022/23 Budget Lease Interest Repayments 2022/23 Budget Lease principal Repayments 2022/23 Budget New Leases Budget Lease Principal 1 July 2022 2022/23 Actual Lease Interest Repayments 2022/23 Actual New Leases 2021/22 Actual New Leases Actual Principal 1 July 2021 Lease Term Lease Interest Rate Lease Number

FINANCIAL REPORT for the year ended 30 June 2023 Notes to and forming part of the Financial Report

Notes to and forming part of the Financial Report

130,608 58,747 197,733 71,707 712,435 137,436 74,507 1,083,900 465,446 352,422 908,566 3,176,664 Closing Balance 0 0 0 0 (3,351)0 0 (1,839)(319,875)(236,000)(633,509)(234,004)Transfers (From) 2021/22 Actual 1,638 35,270 422,344 3,216 **Transfers** 275 3,350 217 469 12,686 25,268 1,299 11,711 131,164 ဥၖ Opening Balance 448,845 74,232 905,216 58,530 236,349 185,047 39,788 1,295,065 351,123 3,164,953 334,282 114,007 60,118 131,970 76,245 836 98,043 814,910 289,489 152,824 929,763 3,369,233 218,294 505,639 Closing Balance 360, 0 0 0 0 0 0 0 0 (966,997)(423,111)Transfers (From) 2022/23 Budget 1,362 21,197 1,371 18 22,985 40,193 13,550 8,222 Transfers 192,569 20,561 465,862 165 و د 130,608 818 197,733 75,058 139,274 74,507 58,747 908,566 3,176,664 1,116,044 465,446 712,435 352,422 Balance Opening 134,559 60,710 101,930 156,186 966'92 845 3,282,877 275,332 523,253 364,199 938,927 1,320,534 900,385 Closing Balance 0 0 0 0 0 0 0 0 0 0 0 0 (138,963)Transfers (From) 2022/23 Actual 11,777 Transfers 2,489 77,599 18,750 3,951 1,963 27 106213 30,223 375,597 57,807 187,950 30,361 ဥ န 130,608 74,507 58,747 818 465,446 712,435 137,436 352,422 Opening Balance 908,566 197,733 71,707 1,083,900 3,176,664 Restricted by Legislation/Agreement Community Facilities - Dunsborough Commonage Precinct Infrastructure Community Facilities - Airport North Community Facilities - Dunsborough Waterways Improvement_Reserve **Dunsborough Lakes South Reserve** Commonage Community Facilities Commonage Community Facilities Community Facilities - Broadwater Community Facilities - City District Community Facilities - Geographe Community Facilities - Busselton Commonage Precinct Bushfire South Biddle Precinct Reserve Busselton Area Drainage and Community Facilities - Port Geographe **Facilities Reserve** Road Reserve

31. Reserves – Cash/ Financial Asset Backed

FINANCIAL REPORT for the year ended 30 June 2023 Notes to and forming part of the Financial Report

31. Reserves – Cash/ Financial Asset Backed (Continued) 202	et Backed (Co	ntinued) 2022/2	ed) 2022/23 Actual			2022/23	2022/23 Budget			2021/2	2021/22 Actual	
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	은 ‹	(From)	Balance	Balance	은 4	(From)	Balance	Balance	은 ‹	(From)	Balance
	'n	'n	'n	'n	٨	n	٠	'n	'n	'n	٨	'n
Restricted by Legislation/Agreement												
Community Facilities - Vasse												
	175,153	7,860	(75,000)	108,013	175,153	8,575	(275,000)	(91,272)	174,754	399	0	175,153
Jetty Reserve												
	6,320,302	1,637,746	(612,312)	7,345,736	6,320,302	1,603,676	(794,748)	7,129,230	5,682,364	1,370,882	(732,944)	6,320,302
Jetty Self Insurance Reserve												
	573,410	99,347	0	672,757	573,410	91,673	0	665,083	495,086	78,324	0	573,410
Joint Venture Aged Housing Reserve												
(Harris/ Winderlup)	1,491,225	252,823	(87,317)	1,656,731	1,491,225	217,410	(37,823)	1,670,812	1,363,306	177,587	(49,668)	1,491,225
Locke Estate Reserve												
	6,588	164,606	0	171,194	6,588	153	0	6,741	6,458	61,130	(61,000)	6,588
Port Geographe Waterways												
Management (SAR) Reserve	3,060,603	348,076	(357,630)	3,051,049	3,060,603	305,385	(390,547)	2,975,441	3,168,297	239,520	(347,214)	3,060,603
Provence Landscape Maintenance												
(SAR) Reserve	1,323,560	247,699	(46,429)	1,524,830	1,323,560	222,894	(152,251)	1,394,203	1,254,363	195,667	(126,470)	1,323,560
Public Art Reserve												
	249,544	23,389	0	272,933	46,666	1,091	0	47,757	46,526	203,018	0	249,544
Vasse Newtown Landscape												
Maintenance (SAR) Reserve	668,099	220,694	(273,597)	615,196	668,099	205,915	(340,536)	533,478	667,371	189,846	(189,118)	668,099
Post Office Tea Rooms												
	0	121,028	(72,952)	48,076	0	121,028	(121,028)	0	0	0	0	0

Notes to and forming part of the Financial Report

31. Reserves – Cash/ Financial Asset Backed (Continued)	et Backed (Co	ntinued)										23
		2022/23 Act	3 Actual			2022/23	2022/23 Budget			2021/23	2021/22 Actual	
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	10	(From)	Balance	Balance	2	(From)	Balance	Balance	2	(From)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council Airport Existing Terminal Building												
Reserve	323,125	147,387	(14,129)	456,383	323,125	141,000	(36,787)	427,338	206,250	122,504	(5,629)	323,125
Airport Marketing and Incentive	000 100 0	107.001	(07) 000 1	200 1	200		(010.040.07	0.00	2007			000
Barnard Park Sports Pavilion Building	6,505,099	101,cUC	(4,995,019)	4,093,301	0,303,033	431,/1/	(000,945,0)	3,400,230	3,201,400	1,044,004	(545,515)	6,505,0
Reserve	105,989	40,675	(31,633)	115,031	105,989	38,839	0	144,828	71,950	34,039	0	105,989
Building Asset Renewal Reserve – General Building	2,691,453	975,107	(277,226)	3,389,334	2,691,453	913,853	(538,846)	3,066,460	2,093,333	812,691	(214,571)	2,691,453
Busselton Community Resource												
Centre Reserve	422,705	121,432	(12,676)	531,461	422,705	113,762	(20,000)	516,467	324,999	97,706	0	422,705
Busselton Foreshore Reserve												
	12,689	426	0	13,115	12,689	296	0	12,985	111	12,578	0	12,689
Busselton Jetty Tourist Park Reserve												
	1,241,104	932,862	(202,002)	1,971,964	1,241,104	423,025	(553,603)	1,110,526	636,808	774,664	(170,368)	1,241,104
Busselton Library Building Reserve	88 976	66 584	C	155 510	978 83	63 993	(9 2 2 4)	143 695	57 065	57 364	(25 503)	98 976
CBD Enhancement Reserve												
	1,333,422	73,095	(1,397,321)	9,196	1,333,422	63,900	(1,298,490)	98,832	1,269,967	262,097	(503,642)	1,333,422
Cemetery Reserve	241,999	130,040	(6,485)	365,554	241,999	120,810	(108787)	254,022	99,547	175,165	(32,713)	241,999
City Car Parking and Access Reserve	1,213,888	419,553	(196,759)	1,436,682	1,213,888	181,763	(111,687)	1,283,964	792,732	938,447	(517,291)	1,213,888
Civic and Administration Building Reserve	497,009	460,288	(56,835)	900,462	497,009	443,129	(100,000)	840,138	670,359	342,853	(516,203)	497,009
Coastal and Climate Adaptation Reserve	566,910	1,206,195	(578,285)	1,194,820	566,910	1,167,793	(1,475,332)	259,371	1,503,542	858,810	(1,795,442)	566,910

FINANCIAL REPORT for the year ended 30 June 2023

Notes to and forming part of the Financial Report

31. Reserves – Cash/ Financial Asset Backed (Continued)	et Backed (Co	ntinued)			_	,		_				
		2022/2	2022/23 Actual			2022/23	2022/23 Budget			2021/23	2021/22 Actual	
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	2	(From)	Balance	Balance	10	(From)	Balance	Balance	2	(From)	Balance
	₩	⋄	•	⋄	⋄	⋄	₩.	φ.	⋄	₩	₩.	₩
Restricted by Council												
Corporate II Systems Reserve	378,520	150,026	(198,681)	329,865	378,520	145,612	(450,000)	74,132	328,722	264,514	(214,716)	378,520
Debt Default Reserve	100 771	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	(505 104)	C	170,007	.07		, , , , , , , , , , , , , , , , , , ,	E01 041	C	(000 000)	2000
Clockion Walnution and Other	102,371	3,471	(±03,792)	D	102,371	2,402	0	104,773	JOT,041	030	(400,000)	102,371
Corporate Expenses Reserve	254,331	154,985	(7,875)	401,441	254,331	148,744	(80,000)	323,075	715,027	142,691	(603,387)	254,331
Emergency Disaster Recovery								:				
Reserve	74,954	22,909	0	97,863	74,954	23,162	0	98,116	114,793	20,823	(60,662)	74,954
Energy Sustainability Reserve	168,406	115,941	(37,123)	247,224	168,406	111,127	(133,234)	146,299	224,270	105,954	(161,818)	168,406
Footpath/ Cycle Ways Reserve	1,246,637	1,341,403	(861,576)	1,726,464	1,246,637	1,282,478	(1,222,208)	1,306,907	838,835	1,245,095	(837,293)	1,246,637
Furniture and Equipment Reserve	516,181	127,829	(160,854)	483,156	516,181	116,843	(578,096)	54,928	332,483	443,442	(259,744)	516,181
Geographe Leisure Centre Building Reserve	314,127	331,012	(412,670)	232,469	314,127	318,872	(423,934)	209,065	119,033	290,940	(95,846)	314,127
Legal Expenses Reserves	638,294	21,284	(80,000)	875'625	638,294	12,603	0	650,897	671,629	2,326	(35,661)	638,294
Long Service Leave Reserve	7 057 581	660.816	(902 1/27)	129006	A 05A 581	655 555	(1/05 899)	2 010 600	3 653 101	926 969	(528 6/0)	7 057 581
Major Traffic Improvements Reserve	100110011		(, , ,, = c)		100110011		(200)201)	000/07/0		000000	(5:5/5-5)	1000
	1,184,734	391,765	(1,743)	1,574,756	1,184,734	367,344	(694,941)	857,137	237,210	1,138,233	(190,709)	1,184,734
Marketing and Area Promotion Reserve	655,703	1,365,779	(1,627,984)	393,498	655,703	1,337,940	(1,745,548)	248,095	522,266	1,397,678	(1,264,241)	655,703
Naturaliste Community Centre Building (NCC) Reserve	170,089	79,811	(15,957)	233,943	170,089	74,702	(121,000)	123,791	129,592	67,151	(26,654)	170,089

1,684

FINANCIAL REPORT for the year ended 30 June 2023

Notes to and forming part of the Financial Report

79,476 723,694 633,227 126,997 63,087 2,909,576 8,287,152 403,731 2,698,073 156,214 1,920,213 Closing Balance 2,386,293 0 (2,107,022)(269, 149)(443,847)(3,057,288)(172,787)(499,484)(1,592,275)(46,930)(30,386)(15,822)(27,128)**Transfers** (From) 2021/22 Actual 1,907,237 11,513 1,475,845 1,323,173 699 22,117 363 56,091 3,660,291 602 364,368 1,027,731 **Transfers** ှင္ 8,486,937 1,317,210 1,082 Opening Balance 884,968 538,847 749,657 1,332,269 2,114,189 117,836 185,931 56,792 106,241 350,906 242,616 ,646 39,665 159,398 88,306 65,214 2,374 5,156,574 2,537,696 1,533,016 2,502,470 226,233 Closing Balance 397,191 2,681, (5,315,724)(1,161,900)(3,837,340)(503,487)(772,776)(1,704,184)(1,689,136)(146,437)(15,000)(200,000)Transfers (From) \$ 2022/23 Budget 2,185,146 6,026 59,105 3,184 25,219 738 92,894 069 **Transfers** 766,236 1,313,573 1,840,539 1,145,473 3,450,143 ဥ ေ 8,287,152 79,476 403,731 2,386,293 2,698,073 126,997 156,214 63,087 1,920,213 2,909,576 1,684 723,694 633,227 Balance 721,868 67,300 79,316 2,405 8,135,573 2,364,208 161,394 89,584 2,164,710 Closing Balance 756,385 1,349,337 2,467,333 3,032,414 0 0 0 0 0 (2,263,898) (3,395)(638,915)(3,271,111)(464,767)(1,538,031)(122,592)Transfers (From) 2022/23 Actual 62,895 2,112,319 782,904 81,040 5,180 26,497 3,235 **Transfers** 32,691 1,355,025 1,204,166 3,515,608 721 122,838 2 ₹ 79,476 Opening Balance 2,698,073 156,214 63,087 1,920,213 2,909,576 1,684 8,287,152 723,694 403,731 633,227 126,997 Parks, Gardens and Reserves Reserve Professional Development Reserve **New Infrastructure Development** Waste Management Facility and Performing Arts and Convention Railway House Building Reserve Port Geographe Development Vasse Sports Pavilion Building Other Infrastructure Reserves Road Assets Renewal Reserve Plant Replacement Reserve Sick Pay Incentive Reserve Strategic Projects Reserve Restricted by Council Reserve (Council) Centre Reserve Plant Reserve Reserve

Reserves – Cash/ Financial Asset Backed (Continued)

31. Reserves – Cash/ Financial Asset Backed (Continued)

ot. neserves - Casily Filialitial Asset backed (Collinned)	בו ספרצבת ורר	ıırıınea)			-				-			
		2022/2	2022/23 Actual			2022/2	2022/23 Budget			2021/2	2021/22 Actual	
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	10	(From)	Balance	Balance	2	(From)	Balance	Balance	10	(From)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council												
Winderlup Aged Housing Reserve												
(City Controlled)	356,903	111,924	(5,620)	463,207	356,903	69,043	(49,000)	376,946	292,717	72,537	(8,351)	356,903
Workers Compensation & Extended												
Sick Leave Contingency Reserve	194,218	3,062	(193,000)	4,280	194,218	4,530	(193,000)	5,748	218,482	736	(25,000)	194,218
Youth and Community Activities												
Building Reserve	158,157	58,494	0	216,651	158,157	55,272	0	213,429	123,843	48,303	(13,989)	158,157
Prepaid Grants and Deferred Works												
& Services Reserve	1,979,511	2,840,968	(1,977,034)	2,843,445	1,979,511	0	(1,979,511)	0	1,361,166	1,979,866	(1,361,521)	1,979,511
Airport Infrastructure Renewal												
Reserve	1,259,815	2,063,864	(113,512)	3,210,167	1,259,815	666,307	(260,991)	1,665,131	1,471,767	5,249	(217,201)	1,259,815
Airport Noise Mitigation Reserve												
	683,694	22,058	(44,612)	661,140	683,694	10,185	(98,238)	595,641	796,148	2,685	(115,139)	683,694
LED Street Lighting Replacement												
Program Reserve	38,097	51,455	(57,326)	32,226	38,097	50,004	(87,866)	235	121	50,110	(12,134)	38,097
Lou Weston Oval Pavilion Reserve												
	0	12,730	0	12,730	0	12,432	0	12,432	0	0	0	0
Waterways Restoration Reserve												
	10	559,159	(559,159)	10	10	550,455	(550,455)	10	0	10	0	10
Peel Terrace/ Causeway Road												
Building Reserve	0	23,429	0	23,429	0	23,430	0	23,430	0	0	0	0
	11 100 041	20000	(27, 020, 127)	100	200 - 100 - 100	010 117 70	(878 200 10)	000	0.00	707 000	1000,010	100 007
	71,183,341	28,923,963	(21,969,123)	78,138,181	71,017,796	24,477,258	(35,886,464)	086,800,86	62,919,560	_	(21,956,700)	/1,183,341

FINANCIAL REPORT for the year ended 30 June 2023 Notes to and forming part of the Financial Report

Notes to and forming part of the Financial Report

31. Reserves - Cash/ Financial Asset Backed (Continued)

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserves – cash/ financial assets backed.

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Restricted by Legislation/ Agreement

Busselton Area Drainage and Waterways Improvement Reserve

To hold development contributions for the provision of drainage works and the management and improvement of waterways and adjacent reserves within Busselton including the lower Vasse River.

Commonage Community Facilities Dunsborough Lakes South Reserve

For the purpose of the provision of future recreational facilities at Dunsborough Lakes South in accordance with the Dunsborough Lakes Developer Contributions Plan.

Commonage Community Facilities South Biddle Precinct Reserve

To be utilised for the provision of community facilities within the South Biddle Precinct in accordance with the Commonage Area Implementation Policy provisions.

Commonage Precinct Bushfire Facilities Reserve

For the purpose of the provision of fire protection facilities in accordance with the Commonage Contributions Area policy provisions.

Commonage Precinct Infrastructure Road Reserve

To be utilised for the purpose of road infrastructure and road safety upgrades within the Commonage Contribution Area in accordance with the Commonage Contributions Area policy provisions.

Community Facilities - Airport North

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Broadwater

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Busselton

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - City District

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the District.

Community Facilities - Dunsborough

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Dunsborough Lakes Estate

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Notes to and forming part of the Financial Report

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Legislation/ Agreement (Continued)

Community Facilities - Geographe

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Port Geographe

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Community Facilities - Vasse

To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

Jetty Reserve

To provide funding for the maintenance, insurance, renewal, replacement, upgrading and future Capital works requirements for the asset and associated infrastructure, including plant and equipment to achieve these purposes.

Jetty Self Insurance Reserve

As a contingency fund to rectify damage caused by the demise of the Busselton jetty or part of the jetty or as a result of extraordinary events.

Joint Venture Aged Housing Reserve (Harris/ Winderlup)

To hold funds to meet future expenses, including capital, maintenance, operational and administrative costs associated with the provision of community aged housing at Winderlup Villas and Harris Road pursuant to the relevant joint venture agreements with the Department of Housing.

Locke Estate Reserve

To provide funding for the protection of the Locke Estate (Reserve 22674) coastline.

Port Geographe Waterways Management (SAR) Reserve

To provide funds for the City to fulfil its obligations under a Waterways Management Deed with the State Government for the future maintenance of waterways and associated facilities within the Port Geographe contributions area.

Provence Landscape Maintenance (SAR) Reserve

For the purpose of holding funds for the maintenance of the approved higher standard of landscaping with the contributions area including future Capital replacement of landscaping structures as may be required.

Public Art Reserve

To hold development contributions received by the City for the commissioning, purchase and enhancement of public art works within the District.

Vasse Newtown Landscape Maintenance (SAR) Reserve

For the purpose of holding funds for the maintenance of the approved higher standard of landscaping with the contributions area including future Capital replacement of landscaping structures as may be required.

Post Office Tea Rooms

To allocate and use any premium, rental, fees, charges or other income it receives from all leases, subleases and licences in respect of the Post Office Tea Rooms Reserve 35361 or any part of it, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.

Notes to and forming part of the Financial Report

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council

Airport Existing Terminal Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Airport Marketing and Incentive Reserve

The purpose of promoting and providing incentives for the Busselton Margaret River Airport.

Barnard Park Sports Pavilion Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Building Asset Renewal Reserve - General Building

To provide funding for the major maintenance, renewal, replacement, upgrading and future building requirements for SLH2 to SLH6 assets that do not have their own reserve account and for other major building assets where insufficient funds are held for those assets.

Busselton Community Resource Centre Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Busselton Foreshore Reserve

To provide funds for on-going asset maintenance and any future capital works.

Busselton Jetty Tourist Park Reserve

To provide funding for capital, maintenance and promotional/ marketing requirements for visitor services throughout the district.

Busselton Library Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

CBD Enhancement Reserve

To provide funds for Capital and maintenance works and improvements within the Busselton and Dunsborough Central Business Districts.

Cemetery Reserve

To provide funding for the renewal, expansion and establishment of Cemeteries within the district.

City Car Parking and Access Reserve

To provide funding for development of public car parking, the development of infrastructure to provide for the management of public car parking and improving public transport to and within the City or for end of trip facilities. To provide funding for the purchase of land identified as of strategic importance for future parking requirements.

Civic and Administration Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Notes to and forming part of the Financial Report

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

Coastal and Climate Adaptation Reserve

The purpose of the reserve is to provide funds for coastal protection of assets and to fund initiatives to address the impacts of climate change including water supply sustainability, technology advancement and improvements/ upgrades of infrastructure susceptible to climate change.

Corporate IT Systems Reserve

To provide funding in relation to the ongoing development, enhancement and/ or replacement of the City's corporate systems. To be utilised for the renewal and replacement or introduction of new IT platforms/ hardware for the City.

Debt Default Reserve

To provide for potential default on debts owing to the City, particularly in relation negative economic circumstances caused by a declared state of emergency (such as COVID-19).

Election, Valuation and Other Corporate Expenses Reserve

To provide funding for Council elections, rating valuations, fair value valuations and other legislative and corporate governance requirements.

Emergency Disaster Recovery Reserve

To provide funding for Disaster Recovery activities including natural and man-made events.

Energy Sustainability Reserve

To provide funding for the investigation, implementation and optimisation of Energy Sustainability initiatives within the District.

Footpath/ Cycle Ways Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Footpath and Cycleway assets within the District.

Furniture and Equipment Reserve

To provide funds for the major maintenance, renewal, replacement, upgrading and future requirements with respect to furniture and equipment assets within the District.

Geographe Leisure Centre Building (GLC) Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Legal Expenses Reserve

Funding for any legal expenses or contingency involving the City of Busselton.

Long Service Leave Reserve

To provide funding to meet the City's future long service leave obligations of employees.

Major Traffic Improvements Reserve

To be utilised for the provision of enabling major capital works programs to be funded for the upgrade of the local road network to reduce congestion, increase traffic flow and ease of access within the District.

Marketing and Area Promotion Reserve

To fund the City's contributions and expenditure on tourism, marketing, area promotion and events activities as a result of MERG funding allocations.

Notes to and forming part of the Financial Report

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

Naturaliste Community Centre Building (NCC) Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

New Infrastructure Development Reserve

For the purpose of setting aside funds to facilitate the identification, design and development/construction of new infrastructure and other capital projects as identified in the City's LTFP.

Other Infrastructure Reserve

To provide funding for the major maintenance and renewal of other infrastructure not specifically provided for in other reserves.

Parks, Gardens and Reserves Reserve

To provide funding for the major maintenance and renewal of Parks, Gardens and Reserves within the District.

Performing Arts and Convention Centre Reserve

To provide funds for the planning and construction, and holding of grants or other funds for a future Performing Arts and Convention Centre for the District.

Plant Replacement Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Plant and Equipment assets excluding those in independent commercial operations.

Port Geographe Development Reserve (Council)

To provide funds for capital and maintenance costs for development works associated within the Port Geographe contribution area.

Professional Development Reserve

To provide funding to meet the City's ongoing contractual professional development obligations of employees.

Railway House Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Road Asset Renewal Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Road Infrastructure assets within the District.

Sick Pay Incentive Reserve

To provide funding to meet the City's obligations under a former sick leave incentive scheme pertaining to staff employed pre 2003.

Strategic Projects Reserve

To provide funds for projects which may create a future revenue stream for the City and reduce reliance on rate revenue.

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

FINANCIAL REPORT for the year ended 30 June 2023

Vasse Sports Pavilion Building Reserve

Notes to and forming part of the Financial Report

To provide funding for the construction, major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Waste Management Facility and Plant Reserve

To provide funding for development and rehabilitation of waste disposal sites both within the district and regionally. Acquisition of waste plant and equipment and any other waste management activities that include legacy matters due to contaminated sites within the District.

Winderlup Aged Housing Reserve (City Controlled)

To hold funds to meet future expenses, including capital, maintenance, operational and administrative costs associated with the provision of council owned community aged housing.

Workers Compensation and Extended Sick Leave Contingency Reserve

A contingency fund to assist the City in meeting its Workers Compensation Contribution obligations when claim costs exceed the "Deposit" amount allocated to claims, to fund any shortfall with respect to insurance premiums in any one year, negotiated settlements of outstanding claims, and to enable periods of extended Sick Leave to be funded with a replacement officer, and to assist with meeting annual leave payouts upon termination.

Youth and Community Activities Building Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.

Prepaid Grants and Deferred Works and Services Reserve

To hold Government and third party grants monies received in advance as well as deferred municipal funded works and services as at the end of financial year.

Airport Infrastructure Renewal Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and installation of Airport Infrastructure, Plant, Furniture and Equipment.

Airport Noise Mitigation Reserve

To be utilised for the purpose of noise mitigation related activities surrounding the Airport precinct.

LED Street Lighting Replacement Program Reserve

To provide funds for the on-going replacement of street lighting throughout the district with LED capacity.

Lou Weston Oval Pavilion Reserve

To provide funding for the major maintenance, renewal, replacement, upgrading and future building fit out requirements for the asset.

Waterways Restoration Reserve

To provide for any works required to rejuvenate, revive or rectify natural waterways within the Busselton district.

Notes to and forming part of the Financial Report

31. Reserves - Cash/ Financial Asset Backed (Continued)

Restricted by Council (Continued)

Peel Terrace/ Causeway Road Building Reserve

To allocate and use any revenue received in respect of the Peel Terrace/ Causeway Road Building, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.

32. Trust Funds

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	Balance 1 July 2022 \$	Amounts Received	Amounts Paid \$	Balance 30 June 2023 \$
Builders Registration Board Levies	73,531	482,891	(476,949)	79,473
Building Training Levy	14,889	84,708	(84,036)	15,561
Cash in Lieu of Public Open Space	145,139	226,268	0	371,407
Contiguous Local Authorities Group (CLAG) Funding	25,549	5,241	0	30,790
Nomination Deposits	0	0	0	0
	259,108	799,108	(560,985)	497,231

Keeping In Touch With What We Do

Keep up to date with what is happening at the City of Busselton and also within the region through the following websites, plus keep in touch on Facebook and Instagram.

City of Busselton

www.busselton.wa.gov.au

Information about the City of Busselton Council and City services including information for residents, development across the City, investment opportunities, rates, City plans and publications, and community funding:

Art Geo Cultural Complex

www.artgeo.com.au

What's on at ArtGeo and access to ArtGeo's online shop and gallery.

Geographe Leisure Centre Naturaliste Community Centres

www.busseltonleisurecentres.com.au

View information and schedule of leisure centre classes, facilities, services and memberships.

Busselton Libraries

www.busseltonlibraries.com.au

Information about our libraries, library collections, programs and events.

Community Engagement and Consultation www.yoursay.busselton.wa.gov.au

The online engagement portal where residents, ratepayers and visitors can share thoughts and ideas on a range of Council activities and community developments.

Busselton Margaret River Airport www.busseltonmargaretriverairport.com.au

Get flight schedules, airport operations, and commercial opportunities at the airport.

Busselton Jetty

www.busseltonjetty.com.au

Information about the services and facilities provided at the City's Busselton Jetty Tourist Park.

Sister City Association

www.bascca.asn.au

Learn about our sister City relationship and exchange program with Sugito, Japan.



Connecting with Council

Connecting with Council

Community Access Sessions

Community Access Sessions (CAS) provide an opportunity to raise for discussion any topic that you are passionate about.

Public Participation Sessions

Public Participation Sessions provide an opportunity for you to discuss with Council items on the current Council Agenda.

Council Meetings

Members of the public can attend Council meetings which are also live streamed on the City's YouTube channel. There is an allocated public question time at each meeting.

When is Council in Session?

Dates of Council Meetings, Public Participation and Community Access sessions are available on the City website.

Subscribe to our newsletter to receive the latest Council information in your inbox each month.

www.busselton.wa.gov.au/connect/news-and-media/bay-to-bay-e-newsletter



Where environment, lifestyle and opportunity meet





Where environment, lifestyle and opportunity meet



Join Our Community









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As at 23 November 2023

TENDER INFORMATION	COUNCIL OR CEO DECISION	STATUS
RFT11/23 CHURCHILL PARK TURF Requirements — a suitable contractor for the installation and maintenance of turf to Churchill Park.	CEO Delegated Authority	Advertised 26 July 2023, closed 15 August 2023 (three submissions received).
RFT13/23 – CHURCHILL PARK CIVIL WORKS Requirements – a suitable contractor to upgrade the Churchill Park main oval (including drainage, irrigation and resurfacing works)	CEO Delegated Authority	Advertised 23 September, closed 12 October 2023 (two submissions received)
RFT14/23 DEPOT FLOOR RESURFACING Requirements - a suitable contractor to resurface the City of Busselton's mechanical workshop floor	CEO Delegated Authority	Letter of Award issued 21 November 2023
RFT15/23 – MARYBROOOK SIESTA PARK EROSION STRATEGY Requirements – a suitable consultant to design a coastal erosion protection strategy for Marybrook and Siesta Park coastline (including an implementation plan and funding model)	CEO Delegated Authority	Advertised 11 October, closed 7 November 2023

As at 30 November 2023

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	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)	Refer to previous versions of this report for historical information. Directions hearing on 29 September 2023 was vacated and the matter is listed for a directions hearing on 20 October 2023. Directions hearing on 20 October 2023 was vacated and the matter is listed for a directions hearing on 2 February 2024.	Listed for a directions hearing on 2 February 2024	
Silverlodge Pty Ltd v City of Busselton (CC 1225/2023)	585 Caves Rd Marybrook	September 2023	Review of a decision under the Caravan Parks and Camping Grounds Act 1995.	 Directions hearing on 20 October 2023. Applicant to submit an amended application to the City. Directions hearing on 28 November 2023 was vacated and the matter is listed for a directions hearing on 16 January 2024. 	Directions hearing on 16 January 2024	
Happ & Anor v City of Busselton (DR 159/2022) (DR 197/2022) (DR 152/2023)	575 Commonage Road Quindalup	November 2022	Review of directions under s214(2) and s214(3) by the City Review of decision to refuse application under a planning scheme	Refer to previous versions of this report for historical information Directions hearing on 6 October 2023 it was ordered: SIFC to be filed by Respondent by 27 October 2023; SIFC to be filed by Applicant by 17 November 2023; and Directions hearing listed for 24 November 2023. Directions hearing on 24 November 2023, it was ordered that: The Parties file witness statements by 25 January 2024; Directions hearing listed for 2 February 2024.	Directions Hearing on 2 February 2024	
Forrest v City of Busselton (DR 101/2023)	Ludlow Park Road, Ludlow	June 2023	Review of a decision to refuse or conditionally grant an application under a planning scheme (Industry - Extractive)	 Directions hearing listed for 7 July 2023 Listed for Mediation on 9 August 2023 Mediation on 9 August 2023 was vacated and re-listed for 20 September 2023. Mediation on 20 September 2023 and re-listed for 15 November 2023. Mediation on 15 November 2023, it was ordered to proceed to a hearing and listed for a directions hearing on 1 December 2023. 	Directions Hearing on 1 December 2023	
Leeuwin Civil Pty Ltd v City of Busselton (DR 139/2023)	Lot 1801 Banksia Road, Hithergreen	August 2023	Deemed refusal under Clause 75 (2) of the Regulations 2015.	Directions hearing listed for 1 September 2023: By 8 September 2023 the applicant is to provide additional information to the respondent. Mediation held on 21 September 2023. Applicant to provide the City with additional information for the City to review and forward to agencies (where required) and further mediation on 10 October 2023. Mediation held on 10 October 2023. Additional information was required to be provided to the City by the Applicant. Applicant has since provided this information to the City. Further mediation was scheduled	Mediation scheduled for 1 November 2023 was vacated as the City agreed to reconsider its decision by 10 November 2023.	

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
				for 1 November 2023 however this has been vacated as the City has agreed to reconsider its decision on, or before, 10 November 2023 pursuant to Section 31.		
Smith v City of Busselton (DR 161/2023)	Carnarvon Castle Drive, Eagle Bay	October 2023	Review of a decision to refuse or conditionally grant an application under a planning scheme	Mediation listed for 12 December 2023	Mediation listed for 12 December 2023	
La Terre (WA) Pty Ltd v City of Busselton (DR 167/2023)	Bina Place, Quedjinup	November 2023	Review of a decision to refuse or conditionally grant an application under a planning scheme	Mediation listed for 19 December 2023	Mediation listed for 19 December 2023	
Sims v City of Busselton (DR 174/2023)	Forrest Beach Road, Wonnerup	November 2023	Review of a decision to refuse or conditionally grant an application under a planning scheme	Directions hearing listed for 22 December 2023	Directions hearing listed for 22 December 2023	

REGIONAL JOINT DEVELOPMENT ASSESSMENT PANEL

NIL

Action Register

Search Criteria

Showing Completed Items: Yes

Include Items Completed From: 01/07/2023

Applied Filters

Meeting Types: Council Meeting

Generated By: Jo Barrett-Lennard

Generated On: 30/11/2023 at 12:28pm

Meeting Date	Document	Item	Status	Action Required	Action Taken	Completed (Overdue)
26/07/2023	Ordinary Council Meeting 26 July 2023	Airport Advisory Committee - 14/06/2023 - REVIEW OF THE AIRPORT ADVISORY COMMITTEE	Completed	Please action as per resolution. COUNCIL DECISION C2307/61 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council: 1. notes the outcome of the evaluation of the Airport Advisory Committee's (the Committee) effectiveness, in accordance with clause 8 of the Committee's Terms of Reference; 2. acknowledge that while the Committee is operating effectively, increased information and training for members and more strategic involvement in LTFP and budget preparation would further improve its effectiveness and requests the CEO to consider how these can be actioned; 3. endorses the amendments proposed to the Committee's Terms of Reference as per Attachment 1. CARRIED 7 / 0 EN BLOC	03/08/2023 Jo Barrett-Lennard ToR updated on City Website - 3 August 2023	06/09/2023 View
26/07/2023	Ordinary Council Meeting 26 July 2023	AMENDMENT NO 59 TO LOCAL PLANNING SCHEME 21 LOT 200 (NO 1676) CAVES ROAD DUNSBOROU GH - CONSIDERATI ON FOR ADOPTION	Completed	COUNCIL DECISION C2307/65 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council: 1. In pursuance of the Planning and Development Act (Local Planning Schemes) Regulations 2015 (the Regulations) adopts Amendment 59 to the City of Busselton Local Planning Scheme 21 (the Scheme) for final approval, for the purposes of: a) Inserting the following particulars in 'Schedule 3 - Special Provisions Areas' of the Scheme; No. Particulars of land Zone Special Provisions SP77 Lot 200 (No 1676) Caves Tourism Notwithstanding any other provisions of the Road Dunsborough Scheme, unrestricted length of stay shall be permitted for a 'chalet' on strata lots 6-13 and 48- 51 as shown on Strata Plan 50936. *removed for brevity CARRIED 7 / 0 EN BLOC	01/09/2023 Justin Biggar Referred to the Minister for final approval on 8 August 2023	01/09/2023 View

26/07/2023	Ordinary	RFT 09/23	Completed				07/09/2023 lain Ferry	07/09/2023
25,00,2525	Council Meeting 26 July 2023	PARKS AND RESERVES	Completed	COUNCIL DECISION C2307/66 Moved Cr Paul Carter, sec That the Council endorses the outcome of the tender from Activ Foundation Inc as m	the evaluation panel's assessment of RF	FT 09/23 Garden Maintenance Services and acc CARRIED EN	Tender has been awarded	0,70,7025
26/07/2023	Ordinary Council Meeting 26 July 2023	BUSINESS DEVELOPME NT, EVENTS AND MARKETING PROGRAM OUTCOMES - JUNE 2023	Completed	Please action as per resolution. COUNCIL DECISION C2307/67 Moved Cr Jodie Richards, That the Council:		d from the 2024/2025 - 2026/2027 Events Bud Officer Recommendation (in kind)	application, with closing date of 21 September 2023. Successful funding recipients of the	05/09/2023 View
				TOTALS *Removed for brevity	2024/2025 \$200,000 2025/2026 \$200,000 2026/2027 \$200,000 2024/2025 \$200,000 2025/2026 \$200,000 2026/2027 \$200,000	2024/2025 \$20,000 2025/2026 \$20,000 2026/2027 \$20,000 2024/2025 \$20,000 2025/2026 \$20,000 2026/2027 \$20,000		
16/08/2023	Ordinary Council Meeting 16 August 2023	Policy and Legislation Committee - 26/07/2023 - Dogs Local Law	Completed	as follows:	is for the City of Busselton Dogs Local Lav	w 2023; the purpose and effect of the local law t dogs which are permitted under the <i>Dog Act</i> :		06/09/2023

				Effect: To provide Council with controls and regulatory measures in relation to matters such as the impounding of dogs, to control the number of dogs that can be kept on premises and the manner of keeping those dogs. 2. Authorises the CEO to carry out the law-making procedure under section 3.12(3) of the Local Government Act 1995, by: (a) Giving local public notice of the Proposed Local Law; and (b) Giving a copy of the Proposed Local Law and public notice to the Minister for Local Government. 3. Notes that the CEO, after the close of the public consultation period, will submit a report to the Council on any submissions received on the Proposed Local Law to enable the Council to consider the submissions made and to determine whether to make the local law in accordance with section 3.12(4) of the Act. CARRIED 7 / 0 EN BLOC		
16/08/2023	Ordinary Council Meeting 16 August 2023	Policy and Legislation Committee - 26/07/2023- Delegation of Power to Dispose of Residential Property by Lease	Completed	Please action as per resolution. COUNCIL DECISION C2308/79 Moved Cr Anne Ryan, seconded Cr Kate Cox That the Council adopts the instrument of delegation at Attachment 1. CARRIED 7 / 0 BY ABSOLUTE MAJORITY	31/08/2023 Ann Strang No action required by Property Services, forwarded to Governance to amend delegation register. 06/09/2023 Sarah Pierson Delegation register amended	06/09/2023 View
16/08/2023	Ordinary Council Meeting 16 August 2023	Policy and Legislation Committee - 26/07/2023 - Review of the Policy and Legislation Committee	Completed	Please action as per resolution. COUNCIL DECISION C2308/80 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council 1. notes the outcome of the evaluation of the Policy and Legislation Committee's (the Committee) effectiveness, in accordance with clause 8 of the Committee's Terms of Reference; 2. acknowledge that while the Committee is operating effectively, increased information and training for members would further improve its effectiveness and requests the CEO consider how this can be actioned; 3. Endorses the amendments proposed to the Committee's Terms of Reference as per Attachment 1. CARRIED 7 / 0 EN BLOC	31/08/2023 Jo Barrett-Lennard TOR Updated on City Website	04/09/2023

16/08/2023	Ordinary Council Meeting 16 August 2023	Policy and Legislation Committee - 26/07/2023 - RESCISSION OF COUNCIL POLICY 'SWEARING IN OF ELECTED MEMBERS'	Completed	COUNCIL DECISION C2308/81 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council rescind Council Policy 'Swearing in of Elected Members' (Attachment 1), effective immediately. CARRIED 7 / 0 EN BLOC	31/08/2023 Jo Barrett-Lennard Policy removed from website and moved to 'Rescinded' folder in ECM	31/08/2023 View
16/08/2023	Ordinary Council Meeting 16 August 2023	Policy and Legislation Committee - 26/07/2023 - REVIEW OF COUNCIL POLICY 'FEES, ALLOWANCES AND EXPENSES FOR ELECTED MEMBERS'	Completed	Please action as per resolution. COUNCIL DECISION C2308/82 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council adopts the amended Council Policy 'Elected Member Fees, Allowances and Expenses' (Attachment 1), to replace the current policy titled 'Fees, Allowances and Expenses for Elected Members' (Attachment 2), inclusive of Committee amendments so that hte following points read as follows, with subsequent renumbering as required: 5.5 As per Section 5.99 of the Act, Elected Members will be paid an annual attendance fee in lieu of fees for attending meetings referred to in Section 5.98(1) of the Act. Elected Members will be paid an annual fee within the relevant band set out in the Determination, as set each year by Council through the adoption of its budget. 5.8 Any equipment provided in accordance with this policy must be returned to the City at the expiry of an Elected Members term. After having served a minimum of 24 months, an Elected Member may on retiring choose to keep the equipment, subject to it being cleared by the City's IT department. 5.18 Spouse/ partner attendance on City sanctioned activities must be approved by the Mayor and CEO and will be at the Elected Member's expense. (new) 5.19 The City will also meet the following expenses: a. cost of laundry for Elected Member for greater than 5 nights; b. reimbursement of taxi fares or other public transport where these directly relate to the activity and no other transport is provided; c. reimbursement of a daily sustenance allowance per day, in accordance with the Public Service Award 1992; d. specific conference / event related meals. 5.27 In addition to their entitlements as an Elected Member under this Policy, the Mayor is eligible for a Mayoral allowance in accordance with the Act. The Mayor will be paid an allowance within the relevant Band set out in the Determination, as set each year by Council through adoption of its budget. (previously 5.26)	31/08/2023 Jo Barrett-Lennard Policy updated, updated version on website	31/08/2023 View

16/08/2023	Ordinary Council Meeting 16 August 2023	Policy and Legislation Committee - 26/07/2023 - REVIEW OF COUNCIL POLICY 'DESIGNATIO N OF SENIOR EMPLOYEE AND ACTING CEO'	Completed	Please action as per resolution. COUNCIL DECISION C2308/83 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council adopts the amended Council Policy 'Designation of Senior Employees and Acting CEO' (Attachment 1), to replace the current policy (Attachment 2). CARRIED 7 / 0 EN BLOC	31/08/2023 Jo Barrett-Lennard Policy 'Designation of Senior Employees and Acting CEO' removed from website, moved to 'Rescinded' folder in ECM. New Policy "Acting CEO' has been adopted and added to Website.	06/09/2023 View
16/08/2023	Ordinary Council Meeting 16 August 2023	Policy and Legislation Committee - 26/07/2023 - REVIEW OF COUNCIL POLICY 'CLOSED CIRCUIT TELEVISION SYSTEMS'	Completed	Please action as per resolution. COUNCIL DECISION C2308/84 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council adopts the amended Council policy: Closed Circuit Television Systems (the Policy) (Attachment 1) to replace the current policy (Attachment 2). CARRIED 7 / 0 EN BLOC	31/08/2023 Jo Barrett-Lennard Policy updated	06/09/2023 View
16/08/2023	Ordinary Council Meeting 16 August 2023	Finance Committee - 09/08/2023 - Rate Exemption - Lamp Inc.	Completed	COUNCIL DECISION C2308/87 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council: 1. Grant rate exemption to Lamp Inc. for 224 Bussell Highway WEST BUSSELTON, effective from the 27th of June 2023 application date, under section 6.26(2)(d) of the Local Government Act 1995; 2. Agree that this rate exemption is to continue where Lamp Inc. continue to own 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. CARRIED 7 / 0 EN BLOC	31/08/2023 David Nicholson Rate exemption applied.	31/08/2023

16/08/2023	Ordinary Council	Amendmen t 54 to Local	Completed	Please action as per resolution.	07/09/2023 David Sands	03/10/2023 View
	Meeting 16 August 2023	Planning Scheme 21 Lot 2883 Puzey Road, Wilyabrup		COUNCIL DECISION C2308/88 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council: 1. In pursuance of the Planning and Development Act (Local Planning Schemes) Regulations 2015 (the Regulations) adopts Amendment 54 to the City of Busselton Local Planning Scheme 21 (the Scheme) for final approval, for the purposes of: a) Inserting a new 'Special Provision Area 76' as follows: No. Particulars of Land Zone Special Provisions SP76 Strata Lots 20, 21, 31, Viticulture and 37, 46 and 47 on Tourism Current Strata Plan 54626 (approved on 24 December 2021), one Chalet per lot is permitted as unrestricted length of stay. Puzey Road, Wilyabrup b) Amending the Scheme Map accordingly. *removed for brevity CARRIED 7/0 EN BLOC	Letter drafted CEO approval required prior to documentation being sent to WAPC.	
16/08/2023	Ordinary Council Meeting 16 August 2023	Proposed Amendmen t 56 to Local Planning Scheme 21 Special Character Area	Completed	Please action as per resolution. COUNCIL DECISION C2308/90 Moved Cr Phill Cronin, seconded Cr Anne Ryan That the Council: 1. In pursuance of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) initiates Amendment 56 to the City of Busselton Local Planning Scheme No. 21 (the Scheme) for community consultation for the purposes of: (a) Amending clause 5.7.3 to read as follows: (i) 5.7.3 Where such objectives, provisions and/or controls are specified in Schedule 4 in relation to a designated Special Character Area, those objectives, provisions and/or controls act in conjunction with the other provisions of this Scheme relevant to that area. 2. Pursuant to r.35(2) determine that Amendment 56 is a 'standard amendment' as it is: *removed for brevity CARRIED 6 / 0 BY ABSOLUTE MAJORITY	01/09/2023 Justin Biggar Amendment report prepared, waiting for signature then will be sent to the EPA and the Minister for consent to start advertising.	03/10/2023 View

16/08/2023	Council	PROPOSED ABBEY	Completed	Please action as per resolution.	06/09/2023 Noah Scott-McDonald	27/09/2023 View
	Meeting 16 August 2023	SOUTH STRUCTURE PLAN AND ASSOCIATE D AMENDME NT NO. 55 TO LOCAL PLANNING SCHEME NO. 21 - CONSIDERA TION FOR FINAL APPROVAL		COUNCIL DECISION C2308/91 Moved Cr Kate Cox, seconded Cr Jodie Richards That the Council: 1. Pursuant to Part 4 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), adopts the Abbey South Structure Plan at Attachment 2 for final approval, in accordance with the modifications proposed in the Schedule of Modifications at Attachment 7. *removed for brevity CARRIED 6 / 1 FOR: Cr Grant Henley, Cr Paul Carter, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin and Cr Ross Paine AGAINST: Cr Anne Ryan	- Amendment document has been forwarded to the Deputy Mayor for signing.	
16/08/2023	Ordinary Council Meeting 16 August 2023	APPLICATIO N FOR DEVELOPM ENT APPROVAL (DA21/0822))- PROPOSED EXTRACTIVE (SAND)- LOT 4205 GALE ROAD KALOORUP	Completed	Please action as per resolution. COUNCIL DECISION C2308/92 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council: 1. That application DA21/0822 submitted for development of Industry – Extractive (Sand) at Lot 4205 Gale Road Kaloorup 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. 2. That Development Approval is granted for the proposal referred to in (1) above subject to the following conditions: *removed for brevity CARRIED 7 / 0 EN BLOC	07/09/2023 Kellie Woodcoe-Bryant DA Issued 30/8/2023	
16/08/2023	Ordinary Council Meeting 16 August 2023	NAMING PORT GEOGRAPH E COVES AND PARKS	Completed	Please action as per resolution. COUNCIL DECISION C2308/93 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council: 1. That the Council approve the suggested names in this report resulting from consultation with representatives of the Traditional Owners of the Port Geographe area. 2. That the Council approve for the City Officer to submit an application with Landgate for using the names in the Port Geographe area. CARRIED 7 / 0 EN BLOC	07/09/2023 Daniell Abrahamse The City has received approval from Landgate of the proposed names and will be obtaining quotes to manufacture and install the signs as soon as possible.	07/09/2023 View

16/08/2023	16/08/2023 Ordinary Council Meeting 16 August 2023		Completed	Please action as per resolution. COUNCIL DECISION C2308/94 Moved Cr Paul Carter, seconded Cr Phill Cronin	07/09/2023 Iain Ferry - Tender has been awarded	07/09/2023 View
				That the Council endorses the outcome of the evaluation panel's assessment of RFT10/23 Aboriculture Services and accepts the tender from Fine Brand Pty Ltd as trustee for Guy Badger Family Trust trading as Arbor Guy as most advantageous. CARRIED 7 / 0 EN BLOC		
16/08/2023	Council Policy - Meeting 16 Appointme		Completed	Please action as per resolution. COUNCIL DECISION	31/08/2023 Jo Barrett-Lennard Policy adopted and uploaded to website.	01/09/2023 View
		Executive		C2308/96 Moved Cr Paul Carter, seconded Cr Phill Cronin That the Council adopt the Council Policy 'Appointment of Acting Chief Executive Officer' as per Attachment 1. CARRIED 7 / 0 EN BLOC		
20/09/2023	Ordinary Council Meeting 20 September 2023	DA22/0817 - Bed and Breakfast (Change of Use of Existing Single House and New Developme nt)	Completed	Please action as per resolution. COUNCIL DECISION C2309/110 Moved Cr Sue Riccelli, seconded Cr Anne Ryan That the Council determines: A. That application DA22/0817 submitted for development of Bed and Breakfast (Change of Use of Existing Single House and New Development) on Lot 301 (No. 29) Carnarvon Castle Drive, Eagle Bay, is considered by the Council to not be consistent with Local Planning Scheme No. 21 and the objectives of the zone within which it is located. *removed for brevity CARRIED 5 / 3 FOR: Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin and Cr Sue Riccelli AGAINST: Cr Grant Henley, Cr Paul Carter and Cr Ross Paine Reasons: There is a lack of certainty around whether lawful discretion is able to be used for this proposal because of the issue of which setback standards apply is critical to the determination of the application. There appears to be overdevelopment of the built form on site.	04/10/2023 Jo Barrett-Lennard Decision notice issued 27/9/23	04/10/2023

20/09/2023	Ordinary Council Meeting 20 September 2023	Application for Developme nt Approval (DA23/0270) - Single House (Outbuildin g) - Lot 43 (9) Campion Way Quindalup	Completed	COUNCIL DECISION C2309/111 Moved Cr Anne Ryan, seconded Cr Paul Carter That the Council: 1. Consider that the application for a Single House (Outbuilding) is generally consistent with Local Planning Scheme No. 21 and the objectives of the zone in which it is located; and 2. Grant development approval for the proposal subject to the following conditions: *removed for brevity CARRIED 8 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli and Cr Ross Paine AGAINST: Nil EN BLOC	03/10/2023 Justin Biggar Approval notice issues	03/10/2023
20/09/2023	Ordinary Council Meeting 20 September 2023	Application for Developme nt Approval (DA23/0194) - Single House (Drive Way Addition) - Lot 61 (40) Campion Way, Quindalup	Completed	COUNCIL DECISION C2309/112 Moved Cr Anne Ryan, seconded Cr Paul Carter That the Council: 1. Consider that the application for a Single House (Driveway Addition) DA23/0194 is generally consistent with Local Planning Scheme No. 21 and the objectives of the zone in which it is located; and 2. Grant development approval for the proposal subject to the following conditions: *removed for brevity CARRIED 8 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli and Cr Ross Paine AGAINST: Nil EN BLOC	04/10/2023 David Sands Issue decision letter.	04/10/2023 View
20/09/2023	Ordinary Council Meeting 20 September 2023	Application for Developme nt Approval (DA23/0133) - Grouped Dwelling (Alterations and Additions) - Lot 1 (17A)	Completed	COUNCIL DECISION C2309/113 Moved Cr Anne Ryan, seconded Cr Paul Carter That the Council: 1. Consider that the application for a Grouped Dwelling (Alterations/Additions) is generally consistent with Local Planning Scheme No. 21 and the objectives of the zone in which it is located; and	04/10/2023 Jo Barrett-Lennard approved and issued	04/10/2023

		Gibney Street Dunsboroug h		2. Grant development approval for the proposal subject to the following conditions: *removed for brevity CARRIED 8 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli and Cr Ross Paine AGAINST: Nil EN BLOC		
20/09/2023	Ordinary Council Meeting 20 September 2023	Youth Plan	Completed	COUNCIL DECISION C2309/114 Moved Cr Anne Ryan, seconded Cr Paul Carter That the Council adopt the Youth Plan 'What's up in your world' (Attachment 1) as a guiding document for the delivery of youth services for the City of Busselton. CARRIED 8 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli and Cr Ross Paine AGAINST: Nil EN BLOC	/CIAITyWITETE/WED/COB/LCIVICOTE/K	17/10/2023 View
					organisations on the cape-to-cape youth network meeting. 90 email addresses 02/10/2023 Angela Griffin Quote received and printing will commence asap. Youth plan is on website under youth-youth programs 17/10/2023 Angela Griffin Received paper copy of the youth plan	

20/09/2023	Ordinary Council	2023/2024 Community	Completed	Please action as per resolution.									02/10/2023 Jessica Watts	30/10/2023
	Meeting 20 September 2023	Assistance Program Round 1 Outcomes		COUNCIL DECISION C2309/115 Moved Cr Anne Ry	an, seconded C	r Paul Carter							 Grant agreements drafted. Council Resolution number entered into agreements from most recent Council minutes. 	
				That the Council endorses the follow	ing funding all	ocation, to be fun	ded from the 20)23/2024 Commur	nity Assi	stance	Prograi	n budget	:	
				Applicant		Requ	ested	Recommendati	on					
				Cape Mountain Bikers			\$30,000		0}					
				Advocacy WA			\$10,000	4	0					
				Busselton City Football Club			\$6,000		6,000					
				West Busselton Primary School			\$9,600		0					
				RSPCA WA TOTAL			\$5,400 \$61,000		3,500 9,500					
				TOTAL			\$61,000	,	9,500					
				FOR: Cr Grant Henley, Cr Paul Car	rter, Cr Anne R	yan, Cr Jodie Rich	ards, Cr Kate Co	x, Cr Phill Cronin,	Cr Sue R	Riccelli a	and Cr I	RIED 8 / Ross Pain AINST: N		
20/09/2023	Ordinary Council	Adoption of Corporate	Completed	Please action as per resolution.									04/10/2023 Sarah Pierson	04/10/2023
	Meeting 20 September 2023	Business Plan 2023- 2027		COUNCIL DECISION C2309/116 Moved Cr Ross Pair	ne, seconded C	r Anne Ryan							Corporate Business Plan finalised and published post adoption. Available in hard copy format and on the City's website.	
				That the Council adopts the Corporat 1. the following action be				to this report, su	bject to:	:				
				Action	Strategic	Supporting	Action	Action Type /	Deliv	erv				
				1.5.1.6.1	Priority	Plans and	Owners	Budget	23-	24-	25-	26-		
					Link	Strategies			24	25	26	27		
				Holiday Homes Regulations Further to outcomes of the State Government's review, consider further changes to the City's Holiday Homes Regulatory Framework.	2.8		Strategic Planning	Program Operational	X					
				1. the retiring action 'Holi	day Homes Re	gulations' being r	emoved.							
				FOR: Cr Grant Henley, Cr Paul Car	rter, Cr Anne R	yan, Cr Jodie Rich	ards, Cr Kate Co	x, Cr Phill Cronin,	Cr Sue R	Riccelli a	and Cr I	RIED 8 / Ross Pain		
				BY ABSOLUTE MAJORITY									_	

20/09/2023	Ordinary Council	Notice of Motion -	Completed	Reasons: Council indicated a desire to retail an action associated with the regulation of holiday homes, with stage 3 of the initiated review pending State Government action. Please action as per resolution.	04/10/2023 Sarah Pierson	05/10/2023 View
	Meeting 20 September 2023	Recognition of Nina Kennedy		COUNCIL DECISION C2309/118 Moved Cr Grant Henley, seconded Cr Anne Ryan That the Council requests the CEO to prepare a report outlining potential recognition of Nina Kennedy. CARRIED 8 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli and Cr Ross Paine AGAINST: Nil	Report presented for Council's consideration at October ordinary Council meeting	
20/09/2023	Ordinary Council Meeting 20 September 2023	Notice of Motion - Introductio n of Recreation Facilities Reserve	In Progress	COUNCIL DECISION C2309/119 Moved Cr Grant Henley, seconded Cr Anne Ryan That Council requests the CEO to prepare a report that considers the introduction of a dedicated Recreation Facilites Reserve as part of budget preparations and review of the Long-Term Financial Plan. CARRIED 8 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli and Cr Ross Paine AGAINST: Nil	04/10/2023 Sarah Pierson - Will be prepared and presented to Council post induction of Councillors post local government elections.	
18/10/2023	Ordinary Council Meeting 18 October 2023	Audit and Risk Committee - 13/09/2023 - CEO Review of Systems and Procedures (REG 17) - Update on Recommen dations	In progress	COUNCIL DECISION C2310/123 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council acknowledge the status update in relation to the recommendations of the Regulation 17 Review (as at the beginning of September 2023) and note that the next update will be provided to the Audit and Risk Committee post the conclusion of the December 2023 quarter. CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil		

18/10/2023	Ordinary Council Meeting 18 October 2023	Policy and Legislation Committee - 13/09/2023 - Bush Fire Brigades Local Law	Completed	COUNCIL DECISION C2310/124 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council: 1. Resolves to make the City of Busselton Bushfire Brigades Local Law 2023 in accordance with section 3.12(4) of the Local Government Act 1995. 2. Authorises the Chief Executive Officer to carry out the processes required to make the City of Busselton Bushfire Brigades Local Law 2023 in accordance with section 3.12(5) and section 3.12(6) of the Local Government Act 1995. CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil	01/11/2023 Briony McGinty Gazetted on 31 October 2023.	Overdue by: 36 days
18/10/2023	Ordinary Council Meeting 18 October 2023	Policy and Legislation Committee - 13/09/2023 - Council Policy Review - Compliance and Enforcemen t Policy	Completed	COUNCIL DECISION C2310/125 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council: 1. Rescind the following Council policies: a. Compliance Policy (Attachment 1) b. Ranger and Emergency Services – Approach to Regulatory Functions Policy (Attachment 2) 2. Adopt the Compliance and Enforcement Policy (Attachment 3). CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil	01/11/2023 Jo Barrett-Lennard Policies rescinded and new policy on Website	01/11/2023 View
18/10/2023	Ordinary Council Meeting 18 October 2023	Policy and Legislation Committee - 13/09/2023 - Council Policy Review - Portable Advertising Signs in Public Places	Completed	COUNCIL DECISION C2310/126 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council readopt the Portable Advertising Signs in Public Places Policy (Attachment 1). CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil	01/11/2023 Jo Barrett-Lennard Policy re-adopted	01/11/2023 View

18/10/2023	Ordinary Council	Policy and Legislation	In progress	Please action as per resolution.		Overdue by: 36 days
	Meeting 18 October	Committee		COUNCIL DECISION		
	2023	13/09/2023 - Proposed		C2310/127 Moved Cr Jodie Richards, seconded Cr Paul Carter		
		Planning Policy: Identificatio		That the Council, pursuant to clauses 3 and 4 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations</i> 2015, proceeds with Local Planning Policy: Complex Development Applications (Attachment 1) without modification.		
		n of Complex Developme nt		CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine		
		Applications -		AGAINST: Nil		
		Considerati on for Final Adoption after Advertising				
18/10/2023	Ordinary Council	Policy and Legislation	Completed	Please action as per resolution.	01/11/2023 Jo Barrett-Lennard Polices updated as required	01/11/2023 View
	Meeting 18 October	Committee -		COUNCIL DECISION	Polices updated as required	
	2023	13/09/2023 - Various Council		C2310/128 Moved Cr Jodie Richards, seconded Cr Paul Carter		
		Policy Reviews - Environmen		That the Council adopts the following policies to replace the current council policies, with the policies having been reviewed as part of the City's ongoing policy review cycle:		
		t, Investment, Loan Facilities, Payment and Presentatio		1. Environment (Attachment 1) 2. Investment (Attachment 2) 3. Loan Facilities (Attachment 3) 4. Payment and Presentation on Termination (Attachment 4) 5. Misconduct, Fraud and Corruption (Attachment 5)		
		ns on Termination		CARRIED 9 / 0		
		, Misconduct,		FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine		
		Fraud and Corruption		AGAINST: Nil		
18/10/2023	Ordinary Council	Policy and Legislation	Not yet started	Please action as per resolution.		Overdue by: 36 days
	Meeting 18	Committee	Started	COUNCIL DECISION		4470
	October 2023	- 13/09/2023 - Statutory		C2310/130 Moved Cr Grant Henley, seconded Cr Phill Cronin		
		Review of Delegations of Authority		That the Council adopts the City of Busselton Delegations of Authority as per the Committee Recommendation, with the exception of delegation <i>DA 7 – 01 Development Control</i> which be amended as set out below:		
		3.7. Ganority		Delete the current condition 2:		
				2. Applications in Special Character Areas requiring the exercise of discretion		

				_			
				*removed for brevity			
					CARRIED 9 / C		
				FOR: Cr Grant Hanloy Cr Baul Carter	Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and		
				FOR: Cr Grant Henley, Cr Paul Carter,	Cr Ross Paine		
					AGAINST: Ni		
18/10/2023	Ordinary	Finance	Completed	Please action as per resolution.		01/11/2023 Paul Sheridan	01/11/2023
10, 10, 2020	Council	Committee	Completed	r lease action as per resonation.			01,11,2020
	Meeting 18			COUNCIL DECISION		Completed	
	October 2023	04/10/2023		COONCIE DECISION			
	2023	- Budget Amendmen		C2310/131 Moved Cr Anne Rya	n, seconded Cr Sue Riccelli		
		t - Reserve					
		Closures		That the Council:			
				Closes the following reserves			
				Reserve Name	Purpose of the Reserve		
					To be utilised for the purpose of road infrastructure and road safety upgrades within the		
				Road Reserve	Commonage Contribution Area in accordance with the Commonage Contributions Area		
				Community Facilities - City District	policy provisions. To hold development contributions received by the City for the provision of new or upgraded		
				Community Facilities - City District	community infrastructure within the District.		
				Community Facilities – Broadwater	To hold development contributions received by the City for the provision of new or upgraded		
					community infrastructure within the Precinct as per the adopted contributions plan.		
				Community Facilities – Busselton	To hold development contributions received by the City for the provision of new or upgraded		
				Community South	community infrastructure within the Precinct as per the adopted contributions plan.		
				Community Facilities – Dunsborough	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.		
					To hold development contributions received by the City for the provision of new or upgraded		
				Lakes Estate	community infrastructure within the Precinct as per the adopted contributions plan.		
				Community Facilities – Geographe	To hold development contributions received by the City for the provision of new or upgraded		
					community infrastructure within the Precinct as per the adopted contributions plan.		
					To hold development contributions received by the City for the provision of new or upgraded		
				Geographe Community Facilities – Vasse	community infrastructure within the Precinct as per the adopted contributions plan. To hold development contributions received by the City for the provision of new or upgraded		
				Community Facilities – Vasse	community infrastructure within the Precinct as per the adopted contributions plan.		
				Community Facilities - Airport North	To hold development contributions received by the City for the provision of new or upgraded		
					community infrastructure within the Precinct as per the adopted contributions plan.		
				_	For the purpose of the provision of fire protection facilities in accordance with the		
				Facilities Reserve	Commonage Contributions Area policy provisions.		
					For the purpose of the provision of future recreational facilities at Dunsborough Lakes South		
				Dunsborough Lakes South Reserve	in accordance with the Dunsborough Lakes Developer Contributions Plan. To be utilised for the provision of community facilities within the South Biddle Precinct in		
				South Biddle Precinct Reserve	accordance with the Commonage Area Implementation Policy provisions.		
				Public Art Reserve	To hold development contributions received by the City for the commissioning, purchase		
					and enhancement of public art works within the District.		
				_	ld in these reserves are also held in restricted fund accounts, with restrictions on use of the		
				accounts.	e purposes listed at 1 above, and that the funds will continue to be held in restricted fund		
				accounts.	CARRIED 9 / 0		
				FOR Cy Cront Honley Cr Paul Cart			
				FOR: Cr Grant Henley, Cr Paul Cart	er, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine		
					and or noss runic		

18/10/2023	Ordinary Council Meeting 18 October 2023	Proposed Amendmen t 57 To Local Planning Scheme No. 21 - Lots 1 (No 45A) and 2 (No 45B) Clydebank Avenue West Busselton	Completed	Please action as per resolution. COUNCIL DECISION C2310/134 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council: 1. In pursuance of the Planning and Development (Local Planning Schemes) Regulations 2015, (the Regulations) adopts Amendment 57 to the City of Busselton Local Planning Scheme 21 for final approval, in accordance with the modifications proposed in the 'Schedule of Modifications' shown at Attachment 5, for the purposes of: a. Amending the zoning of Lot 1 (No 45A) Clydebank Avenue, West Busselton from 'Local Centre' to 'Reserve for Public Purposes' (Water Authority); and b. Amending the zoning of Lot 2 (No 45B) Clydebank Avenue, West Busselton from 'Local Centre' to 'Residential' (R30). 2. Advise the Western Australian Planning Commission (WAPC) that Amendment 57 is considered a standard amendment pursuant to the Regulations for the following reasons: a. An amendment that is consistent with a Local Planning Strategy for the Scheme that has been endorsed by the Commission. 3. Pursuant to r. 53 of the Regulations, endorses the Schedule of Submissions at Attachment 4 which has been prepared in response to the public consultation process 4. Upon preparation of the necessary documentation, refers Amendment 57 to the WAPC for consideration and determination in accordance with the Planning and Development Act 2005. CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine	01/11/2023 Justin Biggar Amendment documentation forwarded to the WAPC on 31/10/2023	01/11/2023
18/10/2023	Ordinary Council Meeting 18 October 2023	Developme nt Application - DA20/0437. 01 - Industry - Extractive - 157 Haag Road, Yelverton	Completed	Please action as per resolution. COUNCIL DECISION C2310/137 Moved Cr Sue Riccelli, seconded Cr Paul Carter That the Council determines: A. That application DA20/0437.01 submitted for 'Amendment to Development Approval - Industry – Extractive' (sand) at Lot 75 (157), Haag Road, Yelverton 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 the conditions of Development Approval for the proposal referred to in (A) above be amended as follows – *removed for brevity CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil		01/11/2023

18/10/2023	Ordinary Council Meeting 18 October 2023	Application for Developme nt Approval - DA23/0359 - Holiday Home (Single House) 8 People – Lot 101 (18) Eagle Crescent, Eagle Bay	Completed	COUNCIL DECISION C2310/138 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council: 1. Consider that the application for a Change of Use Holiday Home (Single House) 8 People is generally consistent with Local Planning Scheme No. 21 and the objectives of the zone in which it is located; and 2. Grant development approval for the proposal subject to the following conditions: *removed for brevity CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil		Overdue by: 36 days
18/10/2023	Ordinary Council Meeting 18 October 2023	Bushfire Notice Review	Not yet started	COUNCIL DECISION C2310/139 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council, with respect of the review of the City's Bushfire Notice: 1. Notes that this report satisfies point 3 of the previous resolution (C2209/228); and 2. Supports the planned consultation approach and timeline as described within the officer comment section of this report. CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil		Overdue by: 36 days
18/10/2023	Ordinary Council Meeting 18 October 2023	Surf Lifesaving Services 2023/24 Season	Completed	COUNCIL DECISION C2310/140 Moved Cr Kate Cox, seconded Cr Phill Cronin That the Council enter into the optional third season Surf Lifesaving WA (SLSWA) contract to provide professional beach lifeguarding services for 2023/24 Season 3: (15 December 2023 to 30 January 2024). CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil	02/11/2023 Adrian Fisher Letter of Award to SLSWA for season 15 December 2023 to 30 January 2024: - Draft Letter of Award sent to egal and approved - Letter of Award and General conditions sent to Paul Needham for signing - Signed Letter of Award and General conditions sent to Cam Robbins SLSWA for signing	02/11/2023

18/10/2023	Ordinary Council Meeting 18 October 2023	Application for Developme nt Approval (DA23/0434) - Single House (Outbuildin g) - Lot 6 (4) Wilson Avenue Quindalup	Completed	Please action as per resolution. COUNCIL DECISION C2310/141 Moved Cr Jodie Richards, seconded Cr Paul Carter 1. Consider that the application for a Single House (Outbuilding) is generally consistent with Local Planning Scheme No. 21 and the objectives of the zone in which it is located; and 2. Grant development approval for the proposal subject to the following conditions: *removed for brevity CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil	01/11/2023 Jo Barrett-Lennard Issued decision notice 26 October 2023	01/11/2023
18/10/2023	Ordinary Council Meeting 18 October 2023	RFT12/23 Jalbarragup Rd Shoulder Widening and Reseal	Completed	COUNCIL DECISION C2310/142 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council endorses the outcome of the evaluation panel's assessment of RFT12/23 Jalbarragup Rd Shoulder Widen and Reseal and accepts the tender from Leeuwin Civil Pty Ltd with as most advantageous. CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil	01/11/2023 Kevin Bowser - Contract awarded	01/11/2023

18/10/2023	Ordinary Council Meeting 18 October 2023	Relinquish manageme nt over portion of Holgate Reserve 41550	Not yet started	COUNCIL DECISION C2310/143 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council endorses excision of an area up to 629m from Lot 4896 on Crown Reserve 41550 as shown hatched on Attachment 1 to enable the adjoining landowner to acquire the land from the State, to facilitate continuity of use. CARRIED 9 / 0 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Nil		Overdue by: 36 days
18/10/2023	Ordinary Council Meeting 18 October 2023	2023 Review of Committees , Working Groups and Terms of Reference	Completed	Please action as per resolution. COUNCIL DECISION C2310/147 Moved Cr Sue Riccelli, seconded Cr Kate Cox That the Council, 1. Pursuant to s. 5.8 of the Local Government Act 1995, retains the following Committees: a. Audit and Risk Committee b. Finance Committee c. Policy and Legislation Committee d. Airport Advisory Committee e. CEO Performance Review Committee f. Behaviour Complaints Committee g. Meelup Regional Park Committee *removed for brevity CARRIED 8 / 1 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jodie Richards, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love and Cr Ross Paine AGAINST: Cr Kate Cox	01/11/2023 Jo Barrett-Lennard Completed in accordance with the 21 October 2023 Election	
18/10/2023	Ordinary Council Meeting 18 October 2023	Recognition of Nina Kennedy	Completed	COUNCIL DECISION C2310/148 Moved Cr Jodie Richards, seconded Cr Paul Carter That the Council supports the provision of a letter from the Mayor on behalf of the City of Busselton, recognising and congratulating Nina Kennedy on her achievements at the 2023 World Athletics Championships, and exploring the opportunity for Ms. Kennedy to attend the upcoming City of Busselton Sports Awards.		01/11/2023

				FOR: Ci	Grant Henley, Cr Paul	Carter, Cr Anne Ry	ran, Cr Jodie Richa	ards, Cr Kate Co	CARRIED 9 , x, Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Lo and Cr Ross Pai AGAINST: I	ve ne	
18/10/2023	Ordinary Council	Budget Amendmen	Completed	Please actio	on as per resolution					02/11/2023 Paul Sheridan	02/11/2023 View
	Meeting 18 October 2023	t Bussell Highway Resurfacing SLK 0 to 3.8			DECISION 10/151 Moved Cr Kate ouncil endorse the foll			nts:		Processed by Finance 02/11/2023 Matthew Twyman Physical works have begun on Bussell Highway and intersection works will follow.	
							Amendmer	nt Description			
							Project I	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)		
							New cap	ital project			
				1		Project 151	08 - Bussell Highv	way Resurfacing	SLK 0 to 3.8 (C)		
					-	-	181,000	-	(181,000)		
								apital project			
				2		· ·		1	K 1.02 to 1.15 (C)		
				TOTAL	-	-	(181,000)	-	181,000		
				FOR: Cr G	rant Henley, Cr Paul Ca	irter, Cr Anne Ryan	, Cr Jodie Richard	is, Cr Kate Cox,	CARRIED Cr Phill Cronin, Cr Sue Riccelli, Cr Mikayla Love Cr Ross P AGAINST	and aine	

15/11/2023	Ordinary Council	Budget Amendmen	Not yet started	Please actio	n as per resolution.					Overdue 8 days
	Meeting 15 November	ts - Infrastructu		COUNCIL	DECISION					
	2023	re and Environmen t		C23	11/169 Moved Cr Jod	lie Richards, second	ded Cr Andrew M	acnish		
							Amendment	Description		
							Project De			1
					Budgeted	Operational	Capital			11
				Item#	Municipal Net Current Position	Expenditure Budget	Expenditure Budget	Grant	Reserves or Restricted Assets	
					Increase / (Decrease)	Increase / (Decrease)	Increase / (Decrease)	(Increase) / Decrease	Increase / (Decrease)	
							Increase	Captial Budget		
				1			Project 15103 - P	rince Street Lan	eway (C)	
					-	-	28,003	-	(28,003)	
						F	Reduce Capital B	udget on Existin	g Project	
				2		Project 1485	59 Kershaw Stree	et – Asphalt Ove	rlay SLK 0 to 0.25 (C)	
					-	-	(18,825)	-	18,825	
						F	Reduce Capital B	udget on Existin	g Project	
				3		Project 1485	1	- Asphalt Overla	y SLK 0.02 to 0.16 (C)	4
					-	-	(9,178)	-	9,178	
							Remove	Capital Project		1
				4		Project 148	75 – Eagle Bay B	oat Ramp Parkir	ng off Fern Road (C)	
					-	-	(30,000)	-	30,000	
							Add Budget to	Existing Capital	Project	
				5		Project 14876 E		Road Parking –	Footpath Alignment (C)	
					-	-	23,000	-	(23,000)	4
								Existing Capital		
				6a		Proj	30,000	seway Koad Sha	(30,000)	
					-		d Grant Revenue	for Existing Car		
				6b			ject 11986 – Caus			
					-	-	75,000	(75,000)	-	1
						•	Increase	Captial Budget		
				7		Project 1	.1998 – Kaloorup	Road Reseal SL	(0.82 to 8.76 (C)	
					-	-	60,000	-	(60,000)	
								Capital Budget		
				8		1		1	SLK 0.39 to 1.25 (C)	411
					-	-	(60,000) 98,000	(75,000)	60,000 (23,000)	
				Totals	-	-	00 000	175 0001		

15/11/2023	Ordinary Council Meeting 15 November 2023	Application for Developme nt Approval (DA22/0806) - Single House - Lots 41 & 42 Caves Road, Marybrook	Not yet started	Please action as per resolution. COUNCIL DECISION C2311/170 Moved Cr Kate Cox, seconded Cr Anne Ryan That the Council determines: 1. That application DA22/0806 submitted for development of a Single House on Lots 41 and 42 Caves Road, Marybrook is considered by the Council to not be consistent with Local Planning Scheme No. 21 and the objectives of the zone within which it is located: and *removed for brevity CARRIED 7 / 0 FOR: Cr Andrew Macnish, Cr Jarrod Kennedy, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Mayor Phill Cronin and Cr Sue Riccelli AGAINST: Nil	Overdue by: 8 days
15/11/2023	Ordinary Council Meeting 15 November 2023	DA21/0659 - Vacant Land (Bulk Fill of Future Subdivision) Special Control Area	Not yet started	COUNCIL DECISION C2311/171 Moved Cr Anne Ryan, seconded Cr Kate Cox That the Council determines: A. That application DA21/0659 submitted for Use Not Listed (Bulk Fill) Special Control Area at Lot 9003 Broadwater Boulevard, Broadwater is generally consistent with Local Planning Scheme No. 21 and the objectives of the zone within which it is located; and B. Grant development approval for the proposal subject to the following conditions: *removed for brevity CARRIED 7 / 0 FOR: Cr Andrew Macnish, Cr Jarrod Kennedy, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Mayor Phill Cronin and Cr Sue Riccelli AGAINST: Nil En Bloc	Overdue by: 8 days

15/11/2023	Ordinary Council	2023/2024 Community	Completed	Please action as per resolution.				30/11/2023
	Meeting 15 November 2023 Round 2 Outcomes			COUNCIL DECISION C2311/172 Moved Cr Sue Ric				
		Outcomes		That the Council endorses the follo budget:	owing funding allocation, to be funded fro	m the 2023/2024 Community Assi	stance Program	
				Applicant		Allocation		
				1 Busselton Hospice Care		\$9,680.88		
				2 Busselton Squash Club		\$10,000.00		
				3 Dunsborough Community	Men's Shed	\$1,977.00		
				4 Dunsborough Cricket Club		\$5,912.00		
				5 Dunsborough Greenfield C		\$5,591.97		
				6 Dunsborough Towners Foo		\$8,342.28		
				7 Geographe Bay Yacht Club		\$10,000.00		
				8 Get Skilled Access		\$10,000.00		
				9 Smiths Beach Surf Lifesavii	ng Club	\$10,000.00		
				10 Southwest Junior Windsur	f School	\$5,000.00		
				11 The People Place Busselton	n	\$4,728.00		
				12 Therapy Focus		\$7,000.00		
				13 Vasse Community Garden		\$9,486.00		
				TOTAL		\$97,718.13		
				FOR: Cr Andrew Macnish, Cr Ja	rrod Kennedy, Cr Anne Ryan, Cr Jodie Ricl	nards, Cr Kate Cox, Mayor Phill Cro	CARRIED 7 / 0 onin and Cr Sue Riccelli AGAINST: Nil	
15/11/2023	Ordinary Council	Business Developme	Not yet started	Please action as per resolution.				Overdue by: 8 days
	Meeting 15 November 2023	nt, Events and Marketing Program	started	COUNCIL DECISION C2311/173 Moved Cr Jodie F	Richards, seconded Cr Jarrod Kennedy			
		Outcomes			ash allocations towards the following eco ts Budget, and notes the estimated in-kin		mn A to be funded	
				Event Name	Column A (cash allocation)	Column B (in-kind support)		
				Nautical Drive Festival	\$2,000	Approx. \$1,000 (ground hire, event fees)		
					\$15,000	{resolution}		

South West Cup (Jiu Jitsu Championships)	{resolution}	\$680 (GLC venue hire)
TOTALS	\$17,000	Approx. \$1,680

2. Endorses the single year cash allocations towards the following community focused events as per Column A to be funded from the 2023/2024 Events Budget, and notes the estimate in-kind support in Column B:

Event Name	Column A	Column B
Event Name	(cash allocation)	(in-kind allocation)
2024 Cadillac LaSalle Nationals		Approx. \$500
2024 Caulilac Lasalle Nationals	\$3,000	•••
	. ,	(ground hire, event fees)
		Approx. \$1,080
International Women's Day 2024	\$3,000	(venue hire)
		(vende nire)
Diagle Dante - Danse	Ć1F 000	Approx. \$1,000
Block Party Boom	\$15,000	(ground hire, event fees)
		Annuay 63 000
	4	Approx. \$2,000
Busselton Heritage Festival	\$5,000	(venue hire, event fees, traffic management
		as required)
		Approx. \$500
Vasse Art Awards	\$5,000	(event fees)
		(event lees)
Festival of Busselton – 60th	\$15,000	{resolution}
anniversary celebrations	\$15,000	{resolution}
TOTALS	\$46,000	Approx. \$5,080
	ψ.0,000	7 tpp: 0.21

3. Endorses single year funding allocation towards the following economic focused event, to be funded from the 2024/2025 Events Budget:

Event Name	Officer Recommendation
Eco Fashion Week 2024	Up to \$20,000*
TOTALS	Up to \$20,000

^{*}Combination of cash/in-kind to be determined based on venue availability

CARRIED 7 / 0

FOR: Cr Andrew Macnish, Cr Jarrod Kennedy, Cr Anne Ryan, Cr Jodie Richards, Cr Kate Cox, Mayor Phill Cronin and Cr Sue Riccelli

AGAINST: Nil

BY ABSOLUTE MAJORITY

15/11/2023	Ordinary Council	2024 Council and	In Progress	Please acti	on as per resol	ution.						28/11/2023 Jo Barrett-Lennard	
	Meeting 15	Committee meeting dates		COUNCIL DECISION C2311/174 Moved Cr Andrew Macnish, seconded Cr Anne Ryan						Internal calendar for staff use drafted - currently in review process. Advertising to commence December 2023			
				That the year:	hat the Council adopts the following schedule for Ordinary Meetings of Council and Committees of Council in the 2024 calenda ear:								
					Ordinary Meeting of Council	Finance Committee*	Airport Advisory Committee*	Audit and Risk Committee*	Policy & Legislation Committee*	CEO Performance Review Committee*	Meelup Regional Park Committee*		
				Jan Feb	31-Jan-24 21-Feb-24	07-Feb-24	07-Feb-24		24-Jan-24				
				Mar Apr	20-Mar-24 17-Apr-24	06-Mar-24 03-Apr-24	03-Apr-24	13-Mar-24	20-Mar-24	10-Apr-24	06-Mar-24		
				June July	15-May-24 19-Jun-24 31-Jul-24	01-May-24 05-Jun-24 24-Jul-24	05-Jun-24	08-May-24 24-Jul-24	15-May-24 31-Jul-24	31-Jul-24			
				Aug Sept	21-Aug-24 18-Sep-24	07-Aug-24 04-Sep-24	07-Aug-24	2130121	18-Sep-24	5130.21			
				Oct Nov Dec	16-Oct-24 20-Nov-24 11-Dec-24	02-Oct-24 06-Nov-24 04-Dec-24	02-Oct-24 04-Dec-24	13-Nov-24	20-Nov-24	09-Oct-24	06-Nov-24		
				* The me committe througho	eeting dates repee. Clause 3.4 out the year as	present the mi of the City of E required.	inimum numbe Busselton <i>Stan</i>	ding Orders Lo	cal Law 2018 a	llows for addition	ference for each onal meetings to be convened CARRIED 7 / 0 I yor Phill Cronin and Cr Sue Riccelli AGAINST: Nil		
25/12/2030	InfoCouncil Action Items	Policy and Legislation Committee - 10/5/2023	Completed		on as per resol L DECISION Move		Cronin, secon	ded Councillo	r J Richards			03/08/2023 Ian McDowell 1. The Consolidated Parking Scheme has been amended to reflect this new restriction.	07/09/2023 View
		CONSOLIDA TED PARKING SCHEME AMENDME NT -		Du Pla	esolves, pursua	determined					nat the bend abutting 17 Prowse Wa ed Line Marking and Sign Installatio		
		PROWSE WAY, DUNSBORO UGH			at the resolution						CARRIED 8,	3. A CRM has been raised and assigned to EWS to carry out the line marking, and install the regulatory signage. CRM WE23/1610 refers.	

				EN BLOC	07/08/2023 Ian McDowell No Stopping Signs have been installed. Line marking to be carried out in the next 1-2 weeks. 07/09/2023 Ian McDowell Line marking completed on Thursday, 7 September 2023	
25/12/2030	InfoCouncil Action Items	Policy and Legislation Committee - 10/5/2023 - PROPOSED LOCAL PLANNING POLICY: IDENTIFICA TION OF COMPLEX DEVELOPM ENT APPLICATION S - CONSIDERA TION OF ADOPTION FOR ADVERTISIN G	Completed	COUNCIL DECISION C2306/108 Moved Councillor P Cronin, seconded Councillor J Richards That the Council, pursuant to clauses 3 and 4 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> , prepare and advertise Draft Local Planning Policy: Complex Development Applications (the Draft Policy) (Attachment A) as a draft local planning policy. CARRIED 8/0	05/09/2023 Paul Needham Draft LPP advertised and follow-up report prepared for September Policy & Legislation Committee meeting.	05/09/2023
25/12/2030	InfoCouncil Action Items	EXPRESSION OF INTEREST - RESERVE 46187 LOT 448 MARINE TERRACE; OLD TENNIS CLUB BUILDING	In Progress	COUNCIL DECISION C2112/119 Moved Councillor A Ryan, seconded Councillor P Cronin That the Council: 1. Acknowledges the receipt of two responses to a publicly advertised expression of interest process seeking a commercial operator to lease Reserve 46187 – Lot 448 Marine Terrace to operate a business venture consistent with the permissible building uses. 2. Nominates Geographe Bay Brewing Co. as the 'preferred proponent' for a period of 6 months, as potential future lessee of Reserve 46187 – Lot 448 Marine Terrace, Busselton. 3. Authorises the CEO to continue negotiations with the Department of Planning, Lands and Heritage to change the purpose of Lot 448 on Reserve 46187 and agree the terms of head lease with the State Government. 4. Subject to the outcome of recommendation 3 above, authorises the CEO to enter into negotiations for the terms and conditions of a sub-lease with Geographe Bay Brewing Co, including ground rent, lease term, asset management, potential landscaping proposals and any legal considerations to operate a commercial venture and return to Council with recommendations in relation to the heads of terms. CARRIED 9 / 0		

25/12/2030	InfoCouncil	RESERVE	In Progress					03/08/2023 Tiffany Sweatman	
	Action Items	46187 LOT 448 MARINE TERRACE: OLD TENNIS CLUB BUILDING PREFERED PROPONEN T EXTENSION		COUNCIL DECISION C2302/024 Moved Councillor P Carter, seconded Councill That the Council extends the 'preferred proponent' statu 448 Marine Terrace, Busselton until 31 December 2023 FOR: Cr Grant Henley, Cr Paul Carter, Cr Anne Ryan, Cr Jo	s for Geographe Bay Bre		CARRIED 9 / 0	Working with DLPH with regards to terms of the headlease and proposed commercial use. Further information has been requested to justify our request for a nominal rent headlease on the basis of placing the income from the sublease into the Jetty Maintenance Reserve. Teams meeting has been sent up, which had to be rescheduled due to absence. 26/10/2023 Sharon Woodford-Jones	
								DPLH have confirmed a nominal rent headlease can be offered. The proponent is due to meet with City officers next week to discuss the terms of the sublease. An up to date valuation will be required to determine rent and meet the statutory advertising requirements. Once the parties have agreed the heads of terms a report will be presented to Council requesting authority be given to the CEO to enter into a development agreement and sublease.	
25/12/2030	InfoCouncil Action Items	Community Assistance Program 2022/2023 Round 4 Outcomes	Completed	COUNCIL DECISION C2306/118 Moved Councillor P Cronin, seconded C That the Council endorse the allocation of funding for the below: Applicant Naturaliste University of the Third Age Dunsborough Community Garden Dunsborough Greenfield Community Group TOTAL		Program 2022/2023 Roul Recommendation \$697.98 \$4,363.64 {resolution}- \$5,061.62	nd 4 as outlined in the table CARRIED 8/0 CARRIED 8 / 0		

Lot 7 Forrest Beach Road Wonnerup Structure Plan (WAPC Ref SPN 2231)

This structure plan is prepared under the provisions of the City of Busselton Local Planning Scheme 21.

IT IS CERTIFIED THAT THIS STRUCTURE PLAN WAS APPROVED BY RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON:

9 September 2020

Bigal.	
Signed for and on behalf of the Western Australian Planning Comm	- ission:
An officer of the Commission duly authorised by the Commission puthe Planning and Development Act 2005 for that purpose, in the pre	
Dioagei	Witness
9 September 2020	- Date
9 September 2030	Date Expiry

Table of Amendments

Amendment No.	Summary Amendment	of the	Amendment Type	Date approved by the WAPC

EXECUTIVE SUMMARY

This Structure Plan relates to Lot 7 (86) Forrest Beach Road, Wonnerup.

The subject land currently accommodates one dwelling and two outbuildings and consists of just over 56 hectares in total area. The land is mainly utilised for cattle grazing purposes by the current owners.

Lot 7 abuts the Wonnerup Estuary along its southern and western boundaries. This estuary forms a series of coastal wetlands of local, regional and international significance with a large portion of these wetlands being listed under the Ramsar Convention.

Lot 7 is also located within boundaries of the Western Australian Planning Commission Busselton Wetlands Conservation Strategy (BWCS) which essentially highlights the significance of these wetlands and also offers incentives aimed at the preservation of these areas, including additional lots.

This Structure Plan has been prepared and submitted based upon a subdivision incentive available via the BWCS whereby subdivision of one additional lot per 20 ha of land area is possible subject to certain criteria.

This criteria will be explained in more detail later in this report, however in this case, an additional 3 lots is being sought (4 in total). An additional 100 m² lot also needs to be created to accommodate a 50,000 litre strategic fire-fighting tank which will be transferred to the City of Busselton.

As part of the BWCS process, the subject land also needs to be rezoned with, in this case, land essentially abutting the Wonnerup Estuary to be ceded as a reserve for conservation, landscape and foreshore protection purposes with the zoning of that area changing from the current "Rural" zone to "Reserve for Recreation". The remaining land will be rezoned from "Rural" to "Conservation" except for a 100 m² lot which will be zoned "Reserve for Public Purpose (Water Tank)". This separate but associated process forms Amendment 37 to the City of Busselton Local Planning Scheme 21 (LPS 21).

Summary of Key Statistics

Item	Data
Total area covered by the Structure Plan	56ha
Area of Reserve for Environmental Conservation	13.5ha
Area of Reserve for Public Purpose	100m ²

Following the formal advertising period, further consideration of effluent disposal types and coastal inundation processes was undertaken with key agencies, which resulted in the following requirements:

- a) The provision of alternative on-site effluent disposal systems with secondary treatment systems with minimum depth to groundwater of 1.5m; and
- b) Due regard be given to the State Coastal Planning Policy (SPP 2.6) to assess coastal processes, hazards and risk.

A coastal inundation risk assessment report (Seashore Engineering April 2020) was prepared and has recommended that habitable buildings achieve a 3.8 metre AHD finished floor level to flood proof development against extreme coastal inundation events, including a 500 year ARI tropical cyclone occurring towards the end of the 100 year planning period for sea level rise.

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Figure 1 – Structure Plan

APPENDICES

Appendix One – Certificate of Title

Appendix Two – Bushfire Management Plan (Prepared by Ecosystem Solutions)

Appendix Three – Determination of Wetland Boundaries (Prepared by Onshore Environmental)

Appendix Four – Coastal Inundation Assessment Report (Seashore Engineering April 2020)

PART ONE: IMPLEMENTATION

1.1 Structure Plan Area

This Structure Plan applies to the land known as Lot 7 (86) Forrest Beach Road, Wonnerup. The Structure Plan Map identifies the subject land at Figure 1.

1.2 Operation

The Structure Plan comes into effect on the date it is approved by the Western Australian Planning Commission and the duration of the approval is 10 years or as consistent with Part 4, Schedule 2 of the *Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015.*

1.3 Subdivision and Development Requirements

1.3.1 Land Use

The Structure Plan Map (Figure 1) identifies the following land use classifications applicable to the relevant lots:

- Conservation
- Recreation
- Public Purposes Water Tank

Land Use permissibility within the structure plan area shall accord with the land use permissibility of the corresponding zone or reserve under the City of Busselton Local Planning Scheme No.21.

1.3.2 Subdivision

- 1.3.2.1 Subdivision of land shall be in accordance with the Structure Plan Map.
- 1.3.2.2 Prior to the lodgement of an application for subdivision with the Western Australian Planning Commission, the following is to occur in relation to the subject land:
 - a. The proposed lots are rezoned to 'Conservation';
 - b. Include in the City's local planning scheme a requirement for a minimum finished floor level of 3.8 AHD for habitable development;
 - c. Include in the City's local planning scheme a requirement for the installation of alternative on-site effluent disposal systems, which achieve a minimum 1.5 metre vertical separation to the highest winter groundwater level.
- 1.3.2.3 The following matters will be addressed as conditions of subdivision:
 - a. A portion of each building envelope will be required to be filled to accommodate envisaged future development, to the satisfaction of the City, to achieve the following:

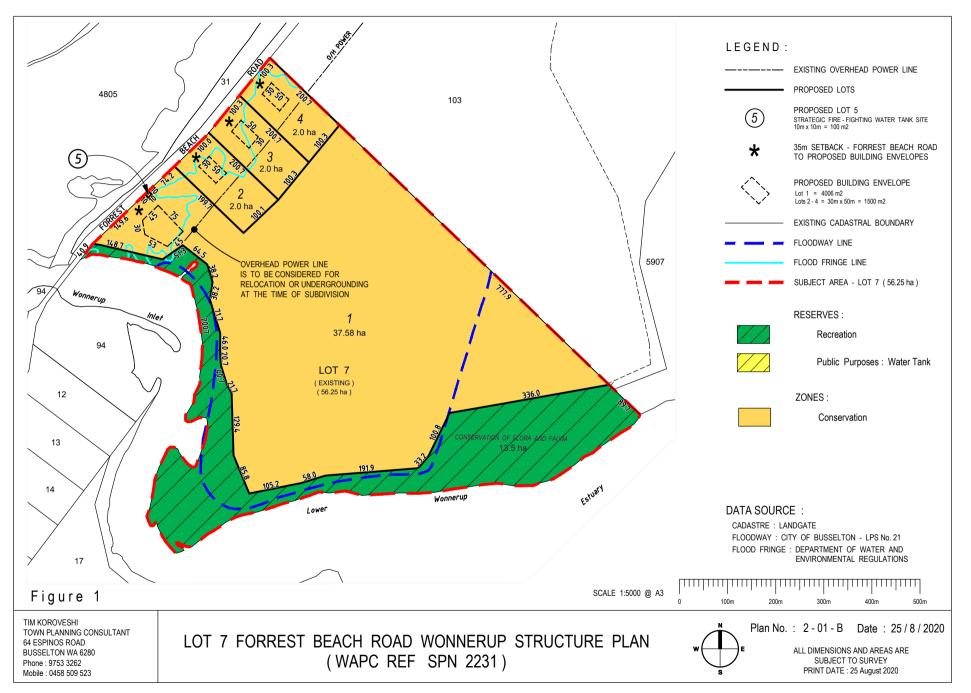
2

1

- i. A minimum 3.7 metres AHD ground level to facilitate a finished floor level of 3.8 m AHD;
- ii. A minimum 1.5 metre vertical separation between the highest winter groundwater level and the envisaged discharge point of the future on-site effluent disposal system;
- iii. A suitable land application area consistent with the requirements of the Government Sewerage Policy for on-site effluent disposal purposes.
- b. The preparation of a Foreshore Management Plan for the reserve land (to be ceded) adjoining the Wonnerup Estuary. The subdivider is to fence the new reserve boundary and establish an access/maintenance track for Department of Biodiversity, Conservation and Attractions (DBCA). Revegetation works within the reserve will be the responsibility of the DBCA;
- c. The preparation and implementation of a Nutrient Management Plan for the large Conservation lot adjoining the Wonnerup Estuary Foreshore Reserve, to manage stocking rates and to ensure revegetation and/or other works protect the water quality within the estuary;
- d. The ceding of the Wonnerup Estuary Foreshore Reserve to the Crown free of cost and without payment of compensation (for addition to Reserve 44838) for flora and fauna conservation purposes;
- e. The preparation and implementation of an updated Bushfire Management Plan, modified to include any additional landscaping or planting areas;
- f. The implementation of screening vegetation to assist in screening future development sites whilst maintaining any significant views across the site from Forrest Beach Rd;
- g. Appropriate notifications on title warning of risks or factors or off-site impacts posed to property, life and/or amenity associated with inundation/flooding, bushfire prone land, agricultural activity and mosquito borne disease; and
- h. Any measures necessary to avoid/protect Western Ringtail Possum habitat as a result of site works.

1.3.3 Development

- 1.3.3.1 In addition to the Scheme provisions applicable to development on the Conservation lots, the following will also apply:
 - i) Minimum finished floor levels of 3.8 m AHD;
 - ii) The requirement for effluent disposal to be via ATU's with secondary treatment systems; and
 - iii) A 1.5m minimum depth to groundwater for the waste water disposal areas.



PART TWO: EXPLANATORY REPORT

1 PLANNING BACKGROUND

1.1 Introduction and Purpose

This Structure Plan has been prepared in accordance with the obligations set out under Part 4 – Structure Plans of Schedule 2 – Deemed Provisions of the *Planning and Development* (Local Planning Schemes) Regulations 2015.

1.2 Land Description

1.2.1 Location

The land is located at Lot 7 (86) Forrest each Road, Wonnerup.

1.2.2 Area and land use

The subject land is currently utilised for cattle grazing. The land area is 56 hectares.

1.2.3 Legal description and ownership

The land is legally described as Lot 7 Forrest Beach Road, Wonnerup. The Certificate of Title is included at Appendix One. The land is owned by Mark and Sandra Sims.

1.3 Planning Framework

1.3.1 Zoning and reservations

The subject area is zoned "Rural".

1.3.2 Planning Strategies

Western Australian Planning Commission Busselton Wetlands Conservation Strategy.

This Structure Plan and the associated Amendment 37 to LPS 21 have been prepared in accordance with the opportunities provided for by this Strategy.

The BWCS is a Western Australian Planning Commission document which is essentially aimed at guiding land use planning and management to maintain and improve the conservation values of the Strategy area. The Strategy area extends approximately 25 kilometres and includes a chain of coastal wetlands of various significance including a large portion being listed under the Ramsar Convention.

The purpose of the BWCS reads as follows:

"Purpose

The purpose of this Strategy is to provide a framework to guide sustainable land use and wise management of the biodiversity and environmental values of the Busselton Wetlands area. The Strategy will also guide management planning for publically owned wetlands area to be vested in the Conservation Commission."

This Structure Plan and the associated Scheme Amendment processes are based upon the aims, objectives and incentive opportunities provided for by this Strategy and in particular Part 2.3.2 Agricultural Land.

Under this section, the Strategy "supports limited rural clustered subdivision of agricultural land where suitable land can be set aside for reserves for conservation, landscape and foreshore protection, subject to proposals meeting certain criteria set out in the General Strategies listed below."

The General Strategies as they relate to subdivision and development of the subject land are discussed below.

For lots 20 ha or greater, subdivision based upon one additional lot per 20 hectares up to a maximum of 5 additional lots can be considered subject to the following criteria:

"- subdivision should be in clustered form - unless based on existing dwellings;"

Response:

Complied with. All proposed additional lots are adjacent to the existing dwelling, along Forrest Beach Road and away from the wetland.

With the overall lot size of 56 hectares, an additional 2.8 lots is possible under the Strategy. An additional 3 lots is being requested in this case because this represents a minor discrepancy and because of the excellent environmental outcome in that only 9.9 hectares of reserve land technically needs to be created in accordance with the requirements of the BWCS however 13.5 hectares is proposed adjacent to the Wonnerup Estuary. Also, as the purpose of the Strategy suggests, the Strategy is a guide to land use and there has been circumstances in the past where authorities have been prepared to vary standards, including in one instance where several additional lots beyond normally permitted by the Strategy were offered in exchanged for additional reserve land. Therefore, in this case an additional 3.6 hectares of reserve land is considered to be a fair and reasonable exchange of 0.2 discrepancy in lot calculation.

"- the rural clustered lots should be within the range 1 to 2 hectares in area, however there may be circumstances where lots below 1 hectare are justified and result in a more desirable outcome for the Busselton Wetlands;"

Response:

Complied with. All 3 proposed additional lots are 2 hectares in area.

"- ceding free of cost land adjacent to the Busselton Wetlands, as reserve for conservation, landscape and foreshore protection purposes. The width of the reserve should be at least 30 metres from the Quindalup Very Wet Saline Flats. Additionally, land retained in private ownership should be protected by conservation covenants to guarantee the perpetual maintenance of conservation and landscape values;"

Response:

Onshore Environmental determined an alignment of the Quindalup Very Wet Saline Flats (QVWSF) and a line 30 metres beyond that alignment into the subject property.

Preliminary discussions have also occurred with the Department of Biodiversity, Conservation and Attractions (DBCA) regarding various aspects of this proposal, including the preferred alignment of land to be reserved.

Firstly, the DBCA acknowledge that there is a strip of QVWSF soils that run along the Forrest Beach frontage of the property however DBCA advice is that this land, essentially because of its location and characteristics, is unlikely to be set aside as wetland reserve, but would remain freehold with other protections outlined in the BWCS. Based upon this preliminary advice, this Structure Plan has identified this portion of the subject land as accommodating the additional lots as from a land use point of view this is considered the best location from a servicing point of view, including the area having direct vehicular access to Forrest Beach Road.

In the vicinity of the existing dwelling/outbuildings, the Onshore Environmental assessment identifies the 30 metre setback line from the QVWSF as encroaching over one of the outbuildings and also within very close proximity to all buildings in this location. Preliminary DBCA mapping in this vicinity identifies an alignment that does not encroach and provides a better and more usable setback area to buildings. Given the circumstances, the BDCA alignment has been selected for the proposed reserve boundary in this vicinity and is it represents a more practical outcome.

The DBCA has also requested additional land not mapped as QVWSF. This land is in the south east and south west portions of the site. In regard to this matter, Onshore Environmental has calculated an area 30 metres beyond the QVWSF (excluding the small portion of land identified above near the existing buildings) of 9.9 hectares with the DBCA preferred alignment consisting of 13.5 hectares, a difference of an additional 3.6 hectares of land to be reserved. This owners of the property have accepted this increase in land for reserve purposes in exchange for 3 additional lots.

"- rezoning of the proposed rural clustered lots and the balance of the land being to "Conservation "zone:"

Response:

Complied with. The associated Scheme Amendment 37 aims to achieve this outcome.

"- the proposed rural clustered lots not being located within the "Rural and Wetland Amenity Area", where possible;"

Response:

This entire property is identified as Rural and Wetland Amenity Area. In this case however all proposed lots are situated on grazing land and at similar ground level to the existing dwelling. There are no conservation values in this part of the site. This, along with the fact that 13.5 hectares of land will be created as reserve adjacent to the Wonnerup Estuary is considered to warrant flexibility with this specific standard. Furthermore, preliminary discussions with the DBCA indicates support for this proposal.

"- revegetation (with local native species) and enhancing appropriate locations adjoining wetlands. Plantings in suitable areas should reduce run-off, revegetate degraded areas and maintain or enhance vegetation and landscape linkages;"

Response:

Any requirements in this regard is normally enforced through the associated and subsequent subdivision process.

"- being unlikely to have a significant detrimental impact on wildlife;"

Response;

Complied with. This Structure Plan process will have a positive effect in this regard as it will effectively be creating 13.5 hectares of reserve land adjacent to the Wonnerup Estuary which is currently used for cattle grazing. This reserve land will be required to be fenced by the owner through these various planning processes and rehabilitation of this area is likely to occur. Most of the remainder of the land will be rezoned to "Conservation" which significantly reduces potential use of the land for other purposes. A nutrient management plan will also be required.

"- not detracting from the ongoing viability of the balance of the lot for long-term agricultural land use;"

Response:

Complied with. Although being rezoned from "Rural" to "Conservation" as part of the associated Scheme Amendment process, one larger lot of 37.58 hectares in area will continue to be utilised for agricultural purposes, in this case cattle grazing.

"- not detracting from the important education, scientific and ecotourism values and opportunities;"

Response:

Complied with. None of these values will be adversely affected, in fact they all should be enhanced by this proposal.

"- not detracting from the visual quality of the landscape;"

Response:

Complied with. This Structure Plan will introduce additional buildings on the land but they will not have a significant effect as for instance a second and even more dwellings could be applied for currently under LPS21 and under the current zoning as well as additional outbuildings. Regardless, because of the proposed lots sizes and configuration and distribution of building envelopes view scapes to the wetland will remain when travelling along Forrest Beach Road.

Furthermore, the visual landscape should in fact be enhanced by the creation of 13.5 hectares of reserved land adjacent to an important wetland.

"- Ensuring the provision of adequate measures for fencing, emergency access and bushfire protection without burdening the values and management of the wetlands."

Response:

Complied with.

The reserve area to be created as part of this Structure Plan will be required to be fenced at full cost of the land owner via a condition of any future subdivision approval.

As Forrest Beach Road is a two way road no alterative on site emergency access ways will be required from a bushfire management point of view. A bushfire management plan has been prepared by Ecosystem Solutions (see Appendix Two).

Vehicle access for DBCA to land created as reserve as part of the Amendment process will be directly from Forrest Beach Road as already acknowledged by the DBCA.

1.3.3 Planning Policies

State Planning Policy 3.7 Planning in Bushfire Prone Areas

This policy document essentially directs how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated bushfire prone by the Fire and Emergency Services Commissioner as highlighted on the Map of Bushfire Prone Areas. The subject land is identified as bushfire prone and in accordance with this policy a bushfire management plan has been prepared by Ecosystem Solutions as part of the Structure Plan process confirming compliance.

1.3.4 Other approvals and decisions

As stated, the BWCS also requires the land to be rezoned and this is being carried out by a separate concurrent process via Amendment 37 to LPS21.

1.3.5 Pre lodgement consultation

The proposed Structure Plan and associated Scheme Amendment have been discussed with the City of Busselton and the Department of Conservation, Biodiversity and Attractions.

1.4 Site Conditions and Constraints

1.4.1 Biodiversity and natural assets

The portion of the subject land with the highest level of biodiversity and natural assets is the area adjacent to the Wonnerup Estuary. As part of this Structure Plan, the associated Scheme Amendment and subsequent subdivision processes, this area will be created as a reserve, it will be fenced from livestock and it will be ceded free of charge to the Crown.

1.4.2 Landform, soils and ground water/surface water

The subject land is generally flat with loamy soils and wetter areas being closer to the Wonnerup Estuary. There is a man-made lake closer to Forrest Beach Road.

The previous landowner created this lake to essentially provide water for stock. The current owner has installed water troughs for this purpose. Following problems with mosquito breeding within the man-made lake area and following advice from authorities the owner commenced filling this area.

Although low lying, the remainder of the property is generally not subject to inundation with relatively well draining soils as well as natural drainage channels installed by previous owners. This property was once also used for horticultural purposes which required good drainage.

1.4.3 Bushfire hazard

As stated, this area is identified as being bushfire prone. A BMP plan has been prepared in this regard confirming compliance with relevant statutory/policy positions.

1.5 Other Considerations

1.5.1 Servicing

This is essentially a rural area and therefore reticulated services are limited.

There is a Western Power aboveground power line running east west through the property near Forrest Beach Road which is identified on the attached Structure Plan. Western Power will require this line to be relocated and most likely replaced with an underground system should this Structure Plan and associated Scheme Amendment be successful and via a condition at the next subdivision stage.

Any proposed effluent disposal will need to be via approved on site systems with these details normally resolved at any building licence stage.

Provision of a potable water supply is also a matter controlled at any building licence stage with Clause 4.11 of LPS21 requiring dwellings be provided with a potable tank water supply of a minimum capacity of 135,000 litres with a minimum roof catchment of 150 m².

q

The BMP requires a water tank with a capacity of 50,000 litres for fire-fighting purposes which will be provided via a condition of any associated subdivision approval process.

1.5.2 Landscape Value Area

The subject land is included within the Landscape Value Area pursuant to LPS21. The intent of this clause, as the title suggests, is to maintain any landscape features of a particular property in relation to any future development or clearing. It also includes maintaining wildlife refuges, significant wetland and other important features.

This clause also discusses building materials suggesting the use of dark tones or dark colouring.

The main purpose of this Structure Plan and associated Scheme Amendment is not just to maintain but to enhance and maintain the conservation values of the property as encouraged via the BWCS. This will be achieved by creating extra reserve land adjacent to the Wonnerup

Estuary, fencing that area and also controlling continuing farming activities on the remaining subject land.

1.5.3 Wetland Area

There is a portion of the subject site identified as Wetland Area. This area is essentially located along the boundary of the property adjacent to the Wonnerup Estuary and is along a similar alignment of the Quindalup Very Wet Saline Flat soils and the 30 metre setback to these soils as required by the BWCS and as identified by Onshore Environmental.

In regard to the Wetland Area designation, LPS21 essentially discourages development within this area and that all proposed lots containing buildings be outside the Wetland Area. These two standards are complied with in relation to this Structure Plan.

This section of LPS21 also discusses processes whereby development can be considered contrary to this preferred standard which is not relevant in the case of this Structure Plan.

1.5.4 Floodway Area and Other Flood Prone Land

A portion of the subject site is identified a Floodway Area. This alignment is similar to the Wetland Area alignment except for including additional land along the subject land's eastern boundary. Some of this land has been included within the proposed reserve area at the request of the DBCA and it is in addition to land normally required as reserve under the BWCS.

LPS21 establishes certain criteria for consideration of any potential development within such an area. No development is proposed within the Floodway Area via this Structure Plan process.

1.5.5 Developer Contribution Areas

Clause 5.12 of LPS21 reads as follows:

"The purpose of having development contribution areas is to -

- (a) provide for equitable sharing of the costs of infrastructure and administrative costs between owners;
- (b) ensure that cost contributions are reasonably required as a result of the subdivision and development of land in the development contribution area;
- (c) coordinate the timely provision of infrastructure."

The subject site is within the LPS21 Development Contribution Plan Area (DCA 1) – 'Rural Remainder'. The policy was originally gazetted in 2013 and carried over into the existing Planning Scheme. In accordance with Local Planning Policy 6 - *Development Contribution Policy* (2010), the subject land will require a "per lot/unit monetary contribution" for local and district level community facilities.

This contribution is imposed as a condition of planning consent (paid prior to issue of an associated building licence) or as a condition of subdivision approval (paid at the time of clearance of conditions). Appropriate conditions in this regard will be imposed at any such future relevant stage(s).

APPENDIX ONE - CERTIFICATE OF TITLE

WESTERN



AUSTRALIA

7/P3280

DUPLICATE EDITION 1 9/3/2006

RECORD OF CERTIFICATE OF TITLE

1976

561

UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 7 ON PLAN 3280

REGISTERED PROPRIETOR:

(FIRST SCHEDULE)

MARK LESLIE SIMS SANDRA MARGARET SIMS BOTH OF LOT 7 FORREST BEACH ROAD, WONNERUP AS JOINT TENANTS

(T J644452) REGISTERED 2/3/2006

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

- THE LAND THE SUBJECT OF THIS CERTIFICATE OF TITLE EXCLUDES ALL PORTIONS OF THE LOT DESCRIBED ABOVE EXCEPT THAT PORTION SHOWN IN THE SKETCH OF THE SUPERSEDED PAPER VERSION OF THIS TITLE. VOL 1976 FOL 561.
- 2. J644453 MORTGAGE TO COMMONWEALTH BANK OF AUSTRALIA REGISTERED 2/3/2006.

Warning:

A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.

* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.

* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title. Lot as described in the land description may be a lot or location.

----END OF CERTIFICATE OF TITLE---

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND:

1976-561 (7/P3280)

PREVIOUS TITLE:

1827-563

PROPERTY STREET ADDRESS:

86 FORREST BEACH RD, WONNERUP.

LOCAL GOVERNMENT AUTHORITY:

CITY OF BUSSELTON

LANDGATE COPY OF ORIGINAL NOT TO SCALE Thu Jul 19 15:04:37 2018

JOB 57216499



APPENDIX TWO – BUSHFIRE MANAGEMENT PLAN (Prepared by Ecosystem Solutions)





Bushfire Management Plan Coversheet

This Coversheet and accompanying Bushfire Management Plan has been prepared and issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme.

Bushfire Management P			<u> </u>					
Site Address / Plan Reference	: Lot 7 Forrest Beach Road	i						
Suburb: Wonnerup State: WA					WA	P/c	ode: 6280	
Local government area: City	of Busselton							
Description of the planning p	roposal: Subdivision of exis	sting lot into si	ix					
BMP Plan / Reference Number						f Issue: 23/	11/2018	
Client / Business Name: Ma	rk & Sandra Simms (C/- Tim	Koroveshi To	wn Plannin	g Consultant)			
Reason for referral to DF	ES						Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?					59		Ø	
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the BPC elements)?					nce		Ø	
Is the proposal any of the f	following special developm	ent types (see	e SPP 3.7 fo	r definitions)?			
Unavoidable development (in BAL-40 or BAL-FZ)						\square		
Strategic planning proposal (including rezoning applications)						\square		
Minor development (in BAL-40 or BAL-FZ)						Ø		
High risk land-use								
Vulnerable land-use								\square
If the development is a special development type as listed above, explain why the proposal is considered to be one of the above listed classifications (E.g. considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?								
Note: The decision maker (e.g. local government or the WAPC) should only refer the proposal to DFES for comment if one (or more) of the above answers are ticked "Yes".								f one (or
BPAD Accredited Practit	ioner Details and Declara	ation						
Name Gary McMahon		Accreditation Level 3	Level	Accreditation 35078	on No.		Accreditation .1/2019	n Expiry
Company Ecosystem Solutions				Contact No. (08) 9759 1				
I declare that the information provided within this bushfire management plan is to the best of my knowledge true and correct								
	Alla	Mol						
Signature of Practitioner)			Date 23	/11/20	18	



DUNSBOROUGH WA 6281 Ph: +61 8 9759 1960 Fax: +61 8 9759 1920 Mobile: 0427 591 960

info@ecosystemsolutions.com.au www.ecosystemsolutions.com.au

Bushfire Management Plan

Lot 7 (86) Forrest Beach Road, Wonnerup

23 November 2018

Prepared for: Mark & Sandra Sims

C/- Tim Koroveshi Town Planning Consultant

Att: Tim Koroveshi



Limitations Statement

This report has been solely prepared for Mark & Sandra Sims(C/- Tim Koroveshi Town Planning Consultant, Att: Tim Koroveshi). No express or implied warranties are made by Ecosystem Solutions Pty Ltd regarding the findings and data contained in this report. No new research or field studies were conducted other than those specifically outlined in this report. All of the information details included in this report are based upon the research provided and obtained at the time Ecosystem Solutions Pty Ltd conducted its analysis.

In undertaking this work the authors have made every effort to ensure the accuracy of the information used. Any conclusions drawn or recommendations made in the report are done in good faith and the consultants take no responsibility for how this information and the report are used subsequently by others.

Please note that the contents in this report may not be directly applicable towards another organisation's needs. Ecosystem Solutions Pty Ltd accepts no liability whatsoever for a third party's use of, or reliance upon, this specific report.

STATEMENT OF CONFORMITY - PLANNING AND DEVELOPMENT ACT 2005



Gary McMahon

B.Sc. M. Env Mgmt. PG Dip Bushfire Protection. C.EnvP, BPAD Level 3 (35078)

The signatory declares that this Bushfire Management Plan meets the requirements of State Planning Policy 3.7.

Document Control

Client - Mark & Sandra Sims

Site - Lot 7 (86) Forrest Beach Road, Wonnerup

Version	Revision	Purpose	Author	Reviewer	Submitted	
					Form	Date
Report	Rev A	Initial Report	DP	KP	Electronic (email)	24/07/2018
Report	Rev B	Comments from TK	KP	DC	Electronic (email)	24/07/2018
Report	Rev C	Updated Lot 1 Boundary	DP	KP	Electronic (email)	23/11/2018

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1 Proposal

This Bushfire Management Plan (BMP) has been prepared for Lot 7 (86) Forrest Beach Road, Wonnerup (hereafter referred to as the 'Site') by Danae Plowman (B.Sc. Env Sc. PG Dip Energy Env.) and Gary McMahon (B.Sc. M. Env Mgmt. PG Dip Bushfire Protection. C. EnvP, BPAD Level 3) from Ecosystem Solutions.

The proposal is to subdivide the existing Lot into six (Figure 1) with all lots being accessed from Forrest Beach Road:

- Lot 1 37.58 ha to retain the purpose of Agriculture; and
- Lot 2 to Lot 4 2.0 ha each for rural residential;
- Lot 5 10 m² for a strategic water tank vested to the City of Busselton; and
- Conservation Reserve 13.5 ha for environmental conservation.

The Site is located within a bushfire prone area, as declared by State Planning Policy 3.7: Planning in Bushfire Prone Areas (Figure 2).

The purpose of this BMP is to detail the fire management methods and requirements that will be implemented within and around the Site to reduce the threat to residents and fire fighters in the event of a fire.

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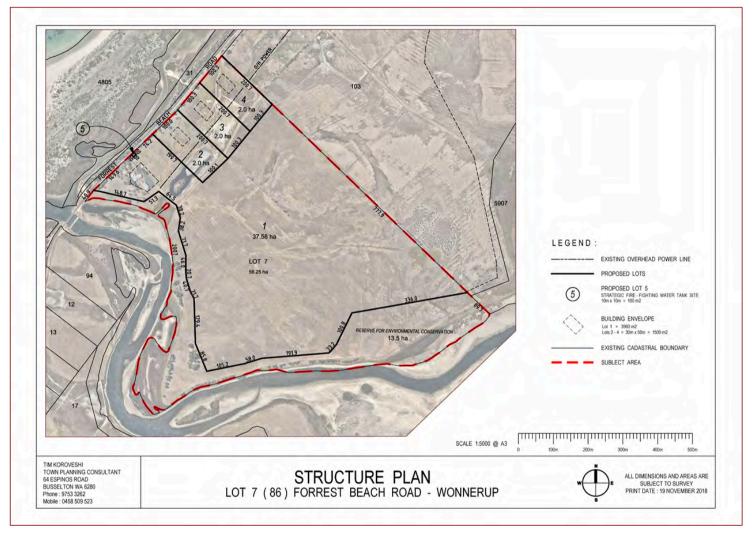


Figure 1 Proposed Subdivision Plan



Figure 2 Map of Bushfire Prone Areas for the Site (within yellow square)

2 Bushfire Assessment Results

2.1 Assessment Inputs

The assessment of the Site was undertaken on 8 June 2018 by a BPAD Accredited Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959 - 2009 Simplified Procedure (Method 1).

All vegetation within 150 m of the Site was classified in accordance with Clause 2.2.3 of AS 3959-2009, shown in the photos below with map provided in Figure 3.

Plot 1 Vegetation

Vegetation Classification or Exclusion Clause

B Woodland Downslope >0-5°



Photo ID: 1

Description / Justification for Classification



Photo ID: 2

Open woodland with a canopy of introduced Eucalyptus sp. and Melaleuca sp. with an understorey of introduced grasses. Plot 2 Vegetation Classification or Exclusion Clause C Shrubland Downslope >0-5°





Photo ID: 3

Photo ID: 4

Description / Justification for Classification

Samphire shrub vegetation less than two metres high.

Plot 3 Vegetation Classification or Exclusion Clause C Shrubland Upslope / Flat



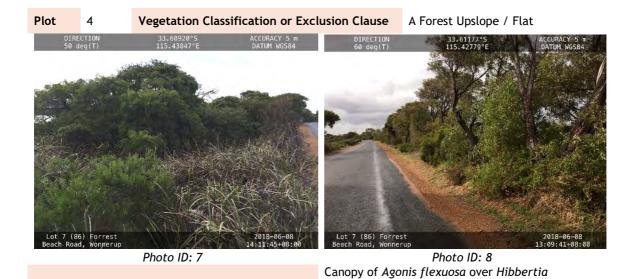
33.61169°S ACCURACY

Photo ID: 6

Photo ID: 5

 ${\bf Description\ /\ Justification\ for\ Classification}$

Shrub vegetation less than two metres high consisting of *Lepidosperma sp* and Samphire. Photo 6 shows the boundary into Plot 4, A Forest.



Plot 5 Vegetation Classification or Exclusion Clause B Woodland Upslope / Flat



Description / Justification for Classification

Description / Justification for Classification



cuneiformis, Spyridium globulosum, Acacia cochlearis. Foliage cover in the range of 30-70%.

Photo ID: 10
Open woodland with a canopy of introduced
Eucalyptus sp. and Melaleuca sp. with an
understorey of introduced grasses.

Plot 6 Vegetation Classification or Exclusion Clause G Grassland Upslope / Flat



Photo ID: 19

Description / Justification for Classification

Grassland used for agriculture purposes.

Plot 7 Vegetation Classification or Exclusion Clause G Grassland Downslope >0-5°



Photo ID: 13

Description / Justification for Classification



Photo ID: 14
Grassland used for agriculture purposes.

Plot

8

Vegetation Classification or Exclusion Clause

Excluded Clause 2.2.3.2 (e)

& (f)



Photo ID: 11



Photo ID: 12



Photo ID: 15



Photo ID: 16



Photo ID: 17



Photo ID: 18

Description / Justification for Classification

Non vegetated areas including the wetland, roads and buildings excluded under S 2.2.3.2 (e). Low threat vegetation including managed gardens and lawns excluded under S 2.2.3.2 (f). Photo 11 and 12 include areas within the proposed lots which will be maintained in a low fuel state in perpetuity as a requirement of this Bushfire Management Plan and is enforceable s33 of the Bush Fires Act 1954 as the City of Busselton Firebreak and Fuel Hazard Reduction Notice states "A Fire Management Plan is a comprehensive Plan for the prevention and control of bushfire which may apply to individual land holdings. The Landowner must comply with the Fire Management Plan."

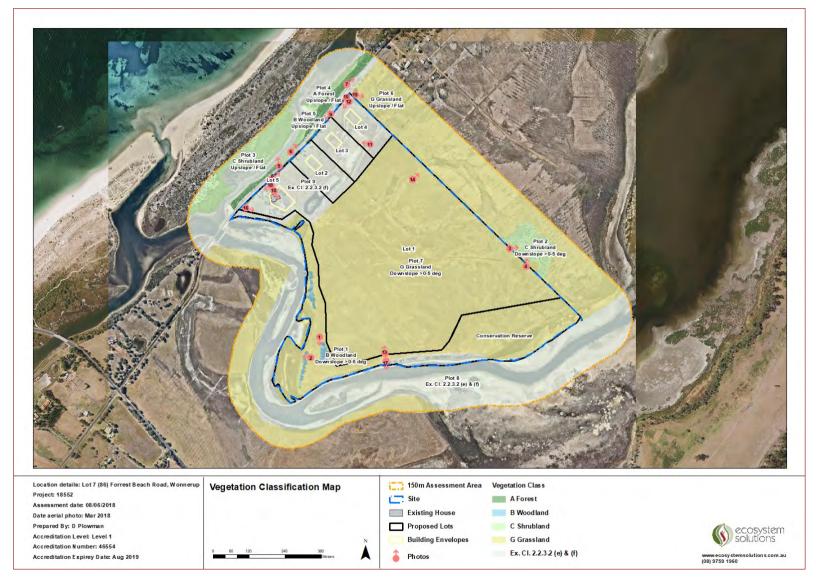


Figure 3 Map of Vegetation Class and Effective Slope

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2.2 Assessment Outputs

The results from the Site assessment are provided in Table 1. The Determined Bushfire Attack Level (highest BAL) for the Site has been determined in accordance with clause 2.2.6 of AS 3959-2009 with map provided in Figure 4.

Table 1 Site Assessment Results

Meth	Method 1 BAL Determination					
Fire Danger Index - 80 (AS3959-2009 Table 2.1)						
Plot	Vegetation Classification	Effective Slope Under the Classified Vegetation (degrees)	Separation Distance to the Classification Vegetation (metres)	Bushfire Attack Level		
1	B Woodland	Downslope >0-5°	>100 m	BAL-LOW		
2	C Shrubland	Downslope >0-5°	>100 m	BAL-LOW		
3	C Shrubland	Upslope / Flat	Min 53 m	BAL-12.5		
4	A Forest	Upslope / Flat	Min 30 m	BAL-29		
5	B Woodland	Upslope / Flat	Min 34 m	BAL-19		
6	G Grassland	Upslope / Flat	Min 35 m	BAL-12.5		
7	G Grassland	Downslope >0-5°	Min 34 m	BAL-12.5		
8	Excluded Clause 2.2.3.2 (e) & (f)	NA	NA	BAL-LOW		
9	Excluded Clause 2.2.3.2 (f)	NA	NA	BAL-LOW		
Determined Bushfire Attack Level						

* A lower BAL rating can be achieved based on an increased separation distance from the classified vegetation, given there is adequate area cleared within the proposed lots.

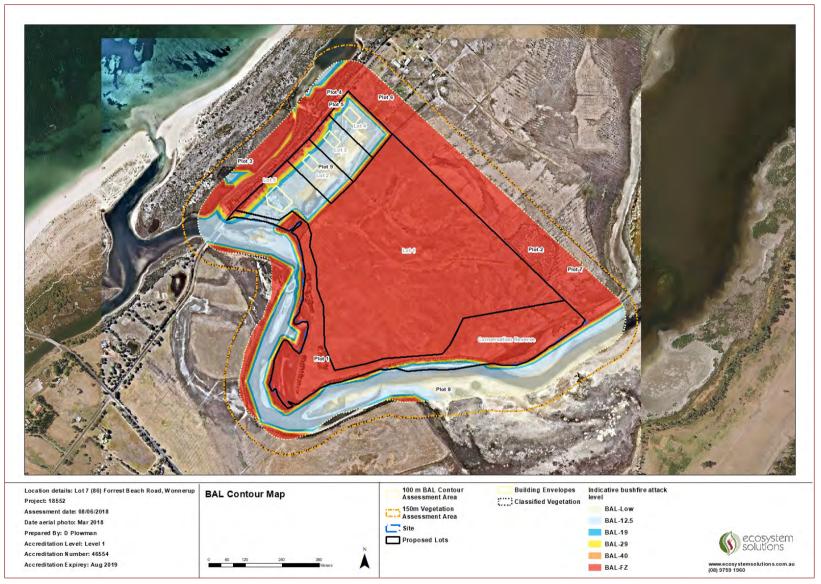


Figure 4 Map of Bushfire Attack Level Assessment

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3 Environmental Considerations

3.1 Native Vegetation - modification and clearing

Lot 7 (86) Forrest Beach Road contains grassland used for agriculture with small pockets of vegetation and windbreaks. There is no modification required to any vegetation. A conservation reserve is being created where the site abuts the Wonnerup wetland.

The area has been assessed for environmental values using a simple desktop review (Table 2). The Lot is classified as Agriculture and borders Wonnerup wetland and a Threatened Ecological Community (TEC). There is no proposed impact to the wetland or TEC as a result of this proposal.

Table 2 Proposed native vegetation clearing within environmental valued areas

Environmental Value	Yes or No	If Yes - describe
Conservation Covenants	No	Not applicable
Bushfire Forever Sites	No	Not applicable
Conservation Category Wetlands and Buffer	Yes	Wonnerup wetland neighbours the Site to the south and west, which is a RAMSAR listed wetland. There is no proposed impact to this area as a result of this proposal.
Threatened Ecological Communities (TECs)	Yes	A TEC has been identified north of Site, within the assessment area, according to SLIP public data. There is no proposed impact to this area as a result of this proposal.
Declared Rare Flora (DRF)	No	Not applicable
Significant through Local Planning or Biodiversity Strategy	No	Not applicable

3.2 Re-vegetation / Landscape Plans

No active revegetation is required.

4 Identification of Bushfire Hazard Issues

Bushfire behaviour is significantly affected by weather conditions. Bushfires will burn more aggressively when high temperatures combine with low humidity and strong winds. Generally, the greatest fire risk occurs from summer through to autumn, when the moisture levels in the soil and vegetation are low.

The majority of the area within the Site is grassland used for agriculture purposes with small pockets of native vegetation, posing a Moderate bushfire risk. The managed grassland/gardens within the Site pose a Low bushfire hazard due to the lack of remaining vegetation.

The overall fire risk to people and property within the Site is considered Moderate due to the extent of remnant native vegetation in proximity to the Site. By complying with the requirements of this BMP, this risk can be appropriately managed.

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5 Assessment Against the Bushfire Protection Criteria

5.1 Compliance with the Acceptable Solutions for each Element

Bushfire Protection Criteria - Element 1 - Location

Intent: To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure.

Performance Principle P1: The intent may be achieved where the strategic planning proposal, subdivision or development application is located in an area where the bushfire hazard assessment is or will, on completion, be moderate or low OR a BAL-29 or below applies AND the risk can be managed. For unavoidable development in areas where BAL-40 or BAL-FZ applies, demonstrating that the risk can be managed to the satisfaction of DFES and the decision-maker.

Acceptable Solution

A1.1 Development location

The strategic planning proposal, subdivision and development application is located in an area that is or will, on completion, be subject to either a moderate or low bushfire hazard level, or BAL-29 or below.

Compliance

Compliance with this element is achieved.

Assessment Statements

The building envelopes for Lots 1, 2, 3 and 4 achieve BAL-29 as shown in Figure 4.

Lot 1 includes an existing building, located within an area of BAL-29 or below. If additions or alterations are planned, a setback of 21 metres from any Class A - Forest upslope vegetation and 9 m from any Class G Grassland downslope >0-5° will be required to achieve a BAL-29 rating.

Bushfire Protection Criteria - Element 2 - Siting and Design

Intent: To ensure that the siting and design of development minimises the level of bushfire impact.

Performance Principle P2: The siting and design of the strategic planning proposal, subdivision or development application, including roads, paths and landscaping, is appropriate to the level of bushfire threat that applies to the site. That it incorporates a defendable space and significantly reduces the heat intensities at the building surface thereby minimising the bushfire risk to people, property and infrastructure, including compliance with AS 3959 if appropriate.

Acceptable Solution

Compliance

Assessment Statements

A2.1 Asset Protection Zone (APZ)

Every habitable building is surrounded by, and every proposed lot can achieve, an APZ depicted on submitted plans, which meets the following requirements:

- Width: Measured from any external wall or supporting post or column of the proposed building, and of sufficient size to ensure the potential radiant heat impact of a bushfire does not exceed 29kW/m² (BAL-29) in all circumstances.
- Location: the APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity (see explanatory notes).
- Management: the APZ is managed in accordance with the requirements of 'Standards for Asset Protection Zones'. (see Schedule 1).

Compliance with this element is achieved.

Figure 5 demonstrates that Asset Protection Zones, to achieve a BAL-29 or lower rating will be achieved with Lots 2, 3 and 4 and the northern portion of Lot 1 being managed in a low fuel state in perpetuity, by the respective Landowners, which is also in compliance with the City of Busselton Firebreak and Fuel Hazard Reduction Notice as grass must be maintained under 10 cm.

The requirement to manage the Lots in a low fuel state is a condition of this Bushfire Management Plan and is enforceable s33 of the Bush Fires Act 1954 as the City of Busselton Firebreak and Fuel Hazard Reduction Notice states "A Fire Management Plan is a comprehensive Plan for the prevention and control of bushfire which may apply to individual land holdings. The Landowner must comply with the Fire Management Plan."

A 25 m Building Protection Zone is also required around any dwelling within the Site, managed according to the standard in the City of Busselton Firebreak and Fuel Hazard Reduction Notice.

Bushfire Protection Criteria - Element 3 - Vehicular Access

Intent: To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event.

Performance Principle P3: The internal layout, design and construction of public and private vehicular access and egress in the subdivision/ development allow emergency and other vehicles to move through it easily and safely at all times.

Acceptable Solution Compliance **Assessment Statements** A3.1 Two Access Routes Compliance with this element is All proposed lots will be accessed achieved. from Forrest Beach Road. Forrest Two different vehicular access Beach Road can be taken south routes are provided, both of west to Layman Road. Layman which connect to the public road Road can be taken north west or network, provide safe access and south east via Bussell Highway to egress to two different Busselton town centre. destinations and are available to all residents/the public at all Forrest Beach Road can also be times and under all weather taken north east to Capel town conditions centre via Ludlow Road North, Stirling Road and Bussell Highway. A3.2 Public Road Compliance with this element is No new roads are proposed as achieved. part of this development. All A public road is to meet the roads listed above are well built requirements in Table 6, Column public roads. A3.3 Cul-de-sac (including a Not applicable to this Site. dead-end road) Where no alternative exists (i.e. the lot layout already exists,

demonstration required):

- Requirements in Table 6, Column 2;
- Maximum length: 200 m (if public emergency access is provided between cul-de-sac heads maximum length can be increased to 600 m provided no more than eight lots are serviced and the emergency access way is no more than 600 m); and
- Turn-around area requirements, including a minimum 17.5 metre diameter head.

Bushfire Protection Criteria - Element 3 - Vehicular Access

A3.4 Battle-axe

Not applicable to this Site.

Where no alternative exists, (demonstration required):

- Requirements in Table 6, Column 3;
- Maximum length: 600 m; and
- Minimum width: 6 m.

A3.5 Private driveway >50m

- Requirements in Table 6, Column 3;
- Required where a house site is more than 50 m from a public road;
- Passing bays: every 200 m with a minimum length of 20 m and a minimum width of 2 m;
- Turn-around areas designed to accommodate type 3.4 fire appliances and to enable them to turn around safely every 500 m (i.e. kerb to kerb 17.5 m) and within 50 m of a house;
- Any bridges or culverts are able to support a minimum weight capacity of 15 t; and
- All-weather surface (i.e. compacted gravel, limestone or sealed).

Compliance with this element is achieved.

The location of buildings within the Lots may result in a private driveway greater than 50 m. Any driveway over 50 m will comply with the requirements in the Guidelines.

Bushfire Protection Criteria - Element 3 - Vehicular Access

A3.6 Emergency Access Way

Not applicable to this Site.

Where no alternative exists (demonstration required), an emergency access way is to be provided as an alternative link to a public road during emergencies:

- Requirements in Table 6, Column 4;
- No further than 600 m from a public road;
- Provided as right of way or public access easement in gross to ensure accessibility to the public and fire services during an emergency; and
- Must be signposted

Bushfire Protection Criteria - Element 3 - Vehicular Access

A3.7 Fire Service Access Routes (perimeter roads)

To provide access within and around the edge of the subdivision and related development to provide direct access to bushfire prone areas for fire fighters and link between public road networks for firefighting purposes:

Not applicable to this Site.

- Requirements Table 6, Column 5:
- Provided as right of ways or public access easements in gross to ensure accessibility to the public and fire services during an emergency;
- Surface: all-weather (i.e. compacted gravel, limestone or sealed);
- Dead end roads are not permitted;
- Turn-around areas designed to accommodate type 3.4 appliances and to enable them to turn around safely every 500 m (i.e. kerb to kerb 17.5 m);
- No further than 600 m from a public road;
- Allow for two-way traffic; and
- Must be signposted.

A3.8 Firebreak Width

Lots greater than 0.5 ha must have an internal perimeter firebreak of a minimum width of 3 m or to the level as prescribed in the local firebreak notice issued by the local government. Compliance with this element is achieved.

The lots are classified Category 1, Rural (Lot 1) and Category 6, Rural Residential (Lots 2, 3 and 4) on the City of Busselton Firebreak and Fuel Hazard Reduction Notice (Appendix A). This requires minimum 2 m (Rural) and 3m (Rural Residential) wide internal firebreaks immediately inside all boundaries of the lots. (Refer to Figure 5).

Bushfire Protection Criteria - Element 4 - Water

Intent: To ensure that water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire.

Performance Principle P4: The subdivision, development or land use is provided with a permanent and secure water supply that is sufficient for fire fighting purposes.

Acceptable Solution

Compliance

Assessment Statements

A4.1 Reticulated Areas

The subdivision, development or land use is provided with a reticulated water supply in accordance with the specifications of the relevant water supply authority and Department of Fire and Emergency Services.

Not applicable to this Site.

A4.2 Non-reticulated Areas

Water tanks for fire fighting purposes with a hydrant or standpipe are provided:

- Volume: minimum 50,000 L per tank;
- Ratio of tanks to lots: minimum one tank per 25 lots (or part thereof);
- Tank location: no more than 2 km to the further most house site within the residential development to allow a 2.4 fire appliance to achieve a 20 minute turnaround time at legal road speeds;
- Hardstand and turn-around areas suitable for a type 3.4 fire appliance (i.e. kerb to kerb 17.5 m) are provided within 3 m of each water tank; and
- Water tanks and associated facilities are vested in the relevant local government.

Not applicable to this Site.

A 50,000 L water tank will be installed with hardstand and turn-around area suitable for a type 3.4 fire appliance (Figure 5). This water tank will be located in Lot 5 with the Lot vested to the City of Busselton.

Bushfire Protection Criteria - Element 4 - Water

A4.3 Individual lots within nonreticulated areas (only for 1 additional lot) Not applicable to this Site.

Single lots above 500 m² need a dedicated static water supply on the lot that has the effective capacity of 10,000 L.

5.2 Performance Based Solutions

The Site assessment was conducted in accordance with AS 3959-2009 Simplified Procedure (Method 1). The Proposal meets all the compliance requirements for the four Bushfire Protection Criteria Elements. There are no performance-based solutions proposed.

5.3 Summary of the Assessment Outcomes

This plan provides acceptable solutions and responses to the performance criteria outlined in the Guidelines for Planning in Bushfire Prone Areas (WAPC, Dec 2017).

The layout and design of the development is such that no structure will be required to be exposed to a radiant heat flux in excess of $29kW/m^2$ (BAL-29) provided the management as outlined in the plan is adopted.

Any class 1,2, 3 or associated 10a structure that are to be constructed, or additions planned to existing dwellings shall be designed and built to conform with Australian Standards AS3959-2009:

- BAL-29: sections 3 & 7;
- BAL-19 sections 3 & 6; and
- BAL 12.5 sections 3 & 5.

A summary of the Bushfire Management Strategies to be implemented is provided in Figure 5.

Mark & Sandra Sims | Bushfire Management Plan

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Spatial representation of the proposed risk management measures

The minimum width for the Asset Protection (APZ) for this Site is the distance required to meet the BAL-29 setback. The Area within Lots 2, 3 and 4 and the northern portion of Lot 1 will be maintained as an APZ. Vegetation within the APZ is to comply with Schedule 1 Element 2 of the Guidelines noting that:

NOTES

- Trees >5m in height are to be setback a minimum distance of 6m from the building with no branches overhanging the roof.
- Shrubs >5m in height are to be setback a minimum distance of 3m from the building, and not planted in clumps greater than 5 sqm
- Grass is to be maintained at less than 100mm in height.

All dwellings within the Site, including the existing dwelling, require a 25 m Building Protection Zone around the perimeter of the dwelling, managed according to the City of Busselton Firebreak and Fuel Hazard Reduction Notice.

A 50,000 L water tank dedicated for fire fighting, with a 50 mm male coupling and hardstand suitable for a type 3.4 fire appliance, will be installed and vested to the City of Busselton.

Any driveway longer than 50 m will comply with the requirements of the Guidelines (A3.5). Any gates along the driveway will have a minimum width of 3.6m.

Internal perimeter firebreaks are required within the Lots, and will be managed in accordance with the City of Busselton Firebreak and Fuel Hazard Reduction Notice.

Installation and upkeep of the APZ, BPZ, firebreaks and the driveway are the responsibility of the landowner. The installation of the water tank is the responsibility of the Developer, and will then become the responsibility of City of Busselton once vested. The measures listed above shall be implemented prior to the occupation of the dwelling and shall continue to be maintained in perpetuity.

PROPERTY / ASSESSMENT DETAILS

LEGEND

Proposed Lots

Building Envelopes

Water Tank Location

Internal firebreaks

Existing Dwelling

25 m Building Protection Zone

Area Managed in a Low Fuel State

Owner: E Hannaford

Property Address: 77 Johnson Road, Wilyabrup

Project No: 18566 Prepared by: K Paterson Accreditation Level: Level 2 Accreditation Number: 38253 Accreditation Expiry Date: 02/19

0 2550 100 150 200

ecosystem www.ecosystemsolutions.com.au

Map of Bushfire Management Strategies

Mark & Sandra Sims | Bushfire Management Plan

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Responsibilities for Implementation and Management of the Required Bushfire Measures

The responsibilities for the Developer, Builder, Landowner/Occupier and Local Government are outlined in Table 3, Table 4, Table 5 and Table 6 respectively.

Table 3 Developer Responsibilities

Number	Action	Due	Completed
1	Establish the Building Envelopes within Lots 2, 3 and 4 to the dimensions and standard stated in the Bushfire Management Plan.	Post planning approval and prior to lot sale	
2	Install a 50,000 L water tank with hardstand suitable for a type 3.4 fire appliance.	Post planning approval and prior to lot sale	
3	Vest the 50,000 L water tank to the City of Busselton.	Post planning approval and prior to lot sale	
4	Provide a copy and obtain endorsement of this Bushfire Management Plan by those with responsibility under this plan including Builders, Landowners/Occupiers and City of Busselton.	Post planning approval and prior to lot sale	

Table 4 Builder Responsibilities

Action	Action	Due	Completed
1	Be aware of the existence of any BMP that refers to the Site	Prior to any building work.	
2	Ensure the building or incidental structure to which a building permit applies is compliant on completion with the bushfire provisions of the Building Code of Australia (BCA) as it applies in WA.	Prior to any building work.	

Table 5 Landowner / Occupier Responsibilities

Number	Action	Due
1	Install driveways and buildings incompliance to the dimensions and standard stated in the Bushfire Management Plan.	Prior to occupancy
2	Maintain the Asset Protection Zone (APZ), Building Protection Zone (BPZ) and low fuel state areas to the dimensions and standard stated in the Bushfire Management Plan.	Ongoing

Number	Action	Due
3	Maintain existing Firebreaks and install required Firebreaks within each Lot to comply with this Bushfire Management Plan.	Ongoing
4	Comply with the relevant local government annual firebreak notice issued under s33 of the <i>Bush Fires Act 1954</i> .	Ongoing
5	Maintain vehicular access routes within the lot to the required surface condition and clearances.	Ongoing
6	Ensure that any builders (of future structures on the Lot) are aware of the existence of this Bushfire Management Plan and the responsibilities it contains regarding the application of construction standards corresponding to the determined BAL rating.	Ongoing
7	Ensure all future buildings the landowner has responsibility for, are designed and constructed in full compliance with: (a) the requirements of the WA Building Act 2011 and the bushfire provisions of the Building Code of Australia (BCA) as applicable to WA; and (b) with any identified additional requirements established by this BMP or the relevant local government.	Ongoing
8	Updating the Bushfire Management Plan may be required to ensure that the bushfire risk management measures remain effective. Bushfire plans do not expire and are a 'living document'. Updating is required in certain circumstances, including (but not limited to) if site conditions change, if further details are required at subsequent development stages or to reflect new technologies or methodologies in best practice bushfire risk management ('Guidelines' s4.6.4 and s4.6.5).	Ongoing

Table 6 City of Busselton Responsibilities

Number	Action	Due
1	Maintain the water tank and associated area in good working condition.	Ongoing
2	Monitor landowner compliance with the annual firebreak notice.	Ongoing
3	Develop and maintain district bushfire fighting services and facilities.	Ongoing
4	Promote education and awareness of bushfire prevention and preparation measures though the community.	Ongoing
5	Administer the requirements of the Bush Fire Act 1954, Planning and Development Act 2005 and the Building Act 2011.	Ongoing

Appendix A City of Busselton Firebreak & Fuel Hazard Reduction Notice

BUSH FIRES ACT 1954 IMPORTANT DATES GENERAL REQUIREMENTS PROPERTY COMPLIANCE REQUIREMENTS The below dates may change due to seasonal fire Garden Refuse Urban Areas (Town sites): No garden refuse conditions in which case details will be published in the Compliance inspections of land will be carried out from 16 November 2017, to assess landowner(s) or occupier(s) of land is permitted to be burnt on the ground, in the open air or in City of Busselton local newspaper. an outdoor incinerator within the urban areas of Busseltor and Dunsborough town sites at any time of the year compliance with the City of Busselton Firebreak and Fuel Hazard RESTRICTED Garden Refuse Rural Residential Areas (non-Town sites): **BURNING PERMITS ARE REQUIRED FROM** The burning of garden refuse is prohibited from 14 December to 28 February. During the restricted burning period, 2 November to 14 December and 1 March to 12 Rural Residential, Urban and Industrial Land requirements 2 November 2017 to 14 December 2017 inclusive **FIREBREAK AND** must be compliant by 16 November 2017 Rural Land requirements must be compliant by May each year, permits are required to be obtained from the Fire Control Officer in your area for the burning of any 1 March 2018 to 12 May 2018 inclusive 15 December 2017 **FUEL HAZARD** garden refuse **BURNING PROHIBITED** Local Government may serve a notice pursuant to Section 33 of the Bush Fire Act 1954, requiring the property owner to Burning of toxic materials and rubbish is prohibited at all 15 December 2017 to 28 February 2018 inclusive REDUCTION NOTICE undertake any extra work to reduce the impact of a fire (ALL FIRES PROHIBITED) Camp fires are prohibited within the City during the stricted and prohibited burning period Rural Residential, Urban and Rural Land requirements must be maintained in accordance with the table overleaf until 12 May 2018 or a later date if the compliance period is COMPLIANCE DATE Wood and coal fuelled barbecues, including wood fired Completion of firebreaks/fuel hazard reduction on all rural residential, urban and industrial land is required to pizza ovens and chimineas are banned during a total fire extended, in which case a notice will be placed in the local ban or in any period when the fire danger forecast is 'Very be completed by 16 November 2017 and must be newspaper High' or above maintained until 12 May 2018 Wood fired pizza ovens must have a spark arrestor fitted FIRE PERMITS Warning: The use of electric fences during periods of 'Very Permits to burn are required for the whole of the restricted Completion of firebreaks/fuel hazard reduction on all High' or above may cause fire periods and can only be obtained from the Fire Control rural land is required to be completed by 15 December 2017 and must be maintained until 12 May 2018 Officer for your area **1** Owners of tractors with down swept exhaust systems are encouraged to have an approved spark arrestor fitted as provided in the Bush Fires Act 1954 Regulations Permits are to be obtained before burning commences (the permit holder must be in possession of the permit during Burning on Sundays and public holidays during the restricted fire season is prohibited Welding, Cutting and Grinding Equipment: A person shall the burn) not operate this equipment during the restricted/prohibited burning times on land which is under crop, pasture, stubble FIRE PERMIT APPLICATION Applications for a variation of this the Firebreak and Fuel Before you call a Fire Control Officer ensure you have the and bush unless one working fire extinguisher is provided Hazard Reduction Notice, where ground considerations or work area is clear of flammable materials and there is compliance with any other controls required by a Fire following information environmental concerns prevent compliance with the requirements of this Notice, must be lodged in writing 2017/2018 BUSH FIRE SEASON Who will be the three able bodied persons in attendance at Control Officer. all times whilst the fire is alight including contact phone FIRST AND FINAL NOTICE together with a Firebreak and Fuel Hazard Reduction Notice Welding, cutting and grinding equipment is not permitted to be used anywhere within the City of Busselton when the fire index is 'extreme' or above Variation form, prior to 31 October 2017. What is the address of the property for which the permit **Bush Fires Act 1954** Take notice that pursuant to Part 3 Division 6 Section 33 of the Bush The hardest aspect of fire prevention is explaining to your family What fire fighting equipment and resources will you have at Fires Act 1954, landowner(s) or occupier(s) of land shall construct firebreaks and carry out fire prevention work in accordance with the FIRE DANGER RATING the fire front and is it in good working order? For the current fire danger rating visit Department of Fire & City of Busselton Firebreak and Fuel Hazard Reduction Notice. What is the size of burn to take place? Emergency Services (DFES) website www.dfes.wa.gov.au or Bureau of Meteorology (BOM) website www.bom.gov.au Are there firebreaks installed and can a fire unit get access to Failure to comply with this notice may result the area? CONTRACTORS What material are you burning? Is it dry? Are there any \$5,000 FINE Please be advised, if you engage a contractor to gain compliance with this notice it is the property owner, <u>not the contractor</u>, who is responsible for the standard and quality of the fire prevention plastics, tyres, treated posts or woods in the piles or area to Fire Prevention Starts with You! be burnt? If so, remove them to a safe place. Tensure you give 72 hours notice to the Fire Control Officer work undertaken and required to be compliant by 16 November (or 15 December if Rural Land) each year and maintained as per this notice throughout whole the fire season. Tensure you notify neighbours 72 hours prior to commencing Actions speak louder than words and actions save lives your burn CONTACT US Should you require further clarification of the information For further fire safety information visit the City of Busselton For further advice, contact your local Fire Control Officer, as contained in this notice please do not hesitate to contact the City's Ranger and Emergency Services Department on (08) 9781 0444. **RING 000 FOR ALL FIRES** advertised in the City of Busselton's Community Directory or on website www.busselton.wa.gov.au or Department of Fire & Emergency Services (DFES) website www.dfes.wa.gov.au the City of Busselton website www.busselton.wa.gov.au

CATEGORY					FIREBREAK CATEGORY CODE AND SUMMARY OF REQUIREMENTS
It is the land owner's responsibility to identify the category that relates to their property and to ensure the necessary fire	А	В	c	D	ALL REQUIREMENTS IN THIS NOTICE ARE TO BE MAINTAINED THROUGHOUT THE ENTIRE DURATION OF THE FIRE SEASON (1 DECEMBER TO 12 MAY EACH YEAR). FAILURE TO COMPLY MAY RESULT IN A \$5,000 FINE
property and to ensure the necessary file prevention works are completed on time. Please contact the City if you are unsure of your category.					PLEASE BE ADVISED THAT YOUR PROPERTY MUST COMPLY WITH CATEGORY REQUIREMENTS AS NOTED BY A TICK IN COLUMN A, B, C OR D
name and a			+		
CATEGORY 1 RURAL Except plantations and wneyards for (parts: challets, refer to Estate Fire Management lan or Individual Fire Management Plan) iections A, C and D apply to this category.	-		-		A _ FIREDFCSK — The term fivebreak includes a mineral earth firebreak an increal earth firebreak means a 3 mere wide area of the owner(s)/occupients) land, cleared and maintained totally clear of all vegetation masterial (living or dead there is only mineral earth firebreak may overhanging research of the research of
CATEGORY 2 IRBAN RESIDENTIAL & INDUSTRIAL - COMMERCIAL Sections A, B, D and E1 Trees, apply to this category. Refer to section E - Interpretation and Additional	-	-		-	Category 6 and 7 - Rural Residential A minoral earth FREBREAK shall be constructed 3 metres wide. On Category 6 Rural Residential land with pasture or crop, a FIREBREAK shall be 2 metres wide and located within 6 metres of all external boundarie the land. For Category 7 Rural Residential land, free access along a Strategic FIREBREAK is to be maintained at all times and including across the boundary of a lot, by means of a 3.5 metres wide field gate in the adjoining lot boundary fence. B - Fuel Reduction 1 Category 2 - Urban Residential and Industrial-Commercial: Where the area of land is 2024m ³ (% acre) or less, ALL HAZARDOUS MATERIAL must be removed from the whole of the land except living trees. In the area remaining, vegetation is to
tequirements (E1 Trees).					maintained to a height of no greater than 10 centimetres; this includes piles of timber, branches and other vegetation. Trees shall be pruned in accordance with section E – interpretation and Additional Requirements (refer to E1). 2) Category 5 - Protea Plantations/Vineyards: A5 metre to will be maintained to a height of no greater than 10 centimetres, includes piles of timber. Tranches and other vegetation.
CATEGORY 3 & 4 PLANTATIONS Fire Management Plan applies					3) Category 6, 7 and 8 - Rural Residential: Parkland charing must be carried out in all open paddocks and along the boundary of the property. Clearing means that all dead vegetation and dry grasses (excluding approved crops, pasture areas and litreey/shrubs) including piles of timber and disused materials must be maintained to a height of no greater than 10 centimetres.
	N/A	N/A	M	N/A	2. Dutiliting FTOLECLUOT LOTTES [DFL]. This is a modified area of reduced true immediately surrounding a building BPE's starve the fire by reducing the fuel levels racind your house. These requirements are designed to reduce the fire's intensity and minimise the likelihood of flame contact with buildings. The BPE gives more protection to families should a threaten suddenly and they cannot leave. It also provides extra protection for fire lighters and property owners who may decide to stay with their property. A BPE shall be provided for buildings in bush fire prome areas. The surroundings of buildings must comply with the following requirements:
CATEGORY 5					1) The BPZ for existing buildings must observe the at least 2 offer 1 Newsork of 1 and 4 and 4 the 1 a
ROTEA PLANTATIONS / VINEYARDS					3 The BPZ must be located within the boundary of the lot that the building is situated on. Grant
Plan or Individual Fire Management Plan) Sections A. R. C and D apply to this category.	1	1	*	1	5) Fuel loads must be reduced and maintained at 2 tonne per hectare. 6) Isolated trees and shruks may be retirined, however, the first 5 metres around all buildings is to be clear of all hazardous/flammable materials. 7) Reticulated gardens in the BPZ shall be maintained to a height of no greater than 500 millimetres.
ATEGORY 6				+	8) Wood piles must be at least 10 metres away from habitable dwellings. 9) Trees in the BPZ must comply with section E - Interpretation and Additional Requirements (refer to E1).
RURAL RESIDENTIAL - LOTS WITH INDIVIDUAL MINERAL EARTH) BOUNDARY BREAKS					10) Where the land has an approved FMP, compliance must be achieved in accordance with the FMP. The FMP may vary the above BPZ requirements. 11) A Hazard Separation Zone (FMS) is also recommended in the absence of a Fer Management PMA. Section 6. Interpretation and Additional Requirements (refer to E8).
iections A, B, C and D apply to this category unless the property is subject to Estate Fire Management Plan or Individual Fire Management Plan	1	-	*	-	D — Fuel Storage & Haystack Protection Zones A 3 metre mineral earth FIREBREAK shall be located within 6 metres of fuel storage tanks, sheds, gas cylinders and haystacks. The mineral earth firebreak shall be maintained so that it is totally clear of all material (living or dead).
CATEGORY 7			+	+	E _ Interpretation and Additional Requirements
CURAL RESIDENTIAL - LOTS WITH A STRATEGIC					3) Trees On Urban, Industrial, Rural, and Rural Residential land, all tree branches must be removed or pruned to ensure a clear separation of at least 3 metres back from the eaves of all buildings and 5 metres above the top of the roof. Branches may fall on the house must allo be removed. In the BPZ the following is recommended; the spearing of individual or groups of trees should be 15 metres, apart to provide for a 5 metres separation between tree crowns. There is also a representation of the spearing of the spearing
ections A, B, C and D apply to this category unless he property is subject to Estate Fire Management Ian or Individual Fire Management Plan	1	1	*	1	2.5 metres between trees and power lines so they do not contact and start a fire or bring down a power line. 2. <u>Hazardous and Flammable Materials</u> means the accumulation of fuel (living or cleads) such as leaf little, ruigs, trash, bush, dead trees and scrub capable of carrying a running fire, but excludes standing living trees and isolated shrubs. NOTE: All remaining vegetation, piles of timber, branches and other living vegetation must be maintained to a height of no greater than 10 continerters. To measure and determine fuel loads use DFES's Vasual Fuel Load Guide Mitters/Levan (see say or out-specifyind-incoming sayah) and select Visual Fuel Load Guide Constal (Port 1.8.2). Surface bush free fuels should be kept love to the ground.
CATEGORY B NURAL RESIDENTIAL - LOTS WITHIN A STRATEGIC IREBREAK AREA WITH NO STRATEGIC					3) Hazard Separation Zones (HSZ) A 182 is a modified area of reduced fuel load outside of the BPZ and is recommended to assist in reducing the fires intensity when flames are approaching buildings. Both the BPZ and the HSZ are essential strate for the protection of buildings. A HSZ covers the area 75 metres outside the BPZ. The HSZ should be modified to have a maximum fuel load of i-68 tonne per hectare. This can be implemented by fuel reduction methods as such as burning, anowing and slashing to remove the hazard, This should not require the removal of living tree shrubs. REMMERE: reduce the fuel level of the fire to lower the intensity of the blaze. Further information on fuel loading can be found in the Visual Fuel Load Guide available by calling DFS or vis their veibest are time-timestry or depth of the properties of the pr
FIREBREAKS ON THE LOT BOUNDARIES bections 8, C and D apply to this category unless the property is subject to Estate Fire Management Plan or Individual Fire Management Plan		*	*	1	4) Fire Management Plan (FMP) A FMP is a comprehensive plan for the prevention and control of bushfires which may apply to individual land holdings. A notification, pursuant to the Transfer of Land Act 1893 (as amended) may be placed or Certificately of Tille of the land for medium to long term fire management to reduce the occurrence and minimise the impact of uncontrolled bush fires, shreetly reducing the threat to life, properly and the environment. The land owner means to come with the FMP. Building in bush fire prone areas, new dwellings and other forms of accommodation, as well as additions to existing buildings are to be constructed in accordance with in Australian Standard 1959-2009. In designated bush fire pareas, the minimum BPZ in all cases shall be 25 metres. Further information on this and other information relating to fire salves can be found on the City's weeking www.bussellen www.

APPENDIX THREE – DETERMINATION OF WETLAND BOUNDARIES (Prepared by Onshore Environmental)

Structure Plan Report Lot 7 (86) Forrest Beach Road, Wonnerup (WAPC Ref SPN 2231)



Onshore Environmental Consultants Pty Ltd PO Box 227, Yallingup, WA 6282 0427 339 842 Tel/Fax: 08 9756 6206 ABN 41 095 837 120

Tim Koroveshi Town Planning Consultant 64 Espinos Road Busselton WA 6280

6th June 2018

Determination of Wetland Boundaries at Lot 7 Forrest Beach Road, Wonnerup

Dear Tim

Thank you for your recent enquiry regarding definition of wetland boundaries at Lot 7 Forrest Beach Road, Wonnerup, on behalf of the private landholder Mr and Mrs Mark and Sandra Sims. As you are aware, Onshore Environmental has worked on similar projects at a number of sites fringing the Vasse Wonnerup Estuary and surrounds. This work has involved defining riparian zones, undertaking baseline flora and vegetation surveys, and planning and implementing native revegetation programs.

The wetland at Lot 7 Forrest Beach Road has been defined using the following combination of layers:

- 1) High resolution aerial photography at 1:5,000 scale was utilised to define the boundary of hydric soils. The hydric soils are easily identified by the darker, smoother shading pattern resulting from seasonal inundation and the typical samphire vegetation layer; and
- 2) Mapping the 'Quindalup Very Wet Saline Flats (Qwy)' layer as defined by Tille and Lantzke (1990). The Qwy unit occurs in low-lying depressions which are seasonally inundated during winter months and saline in summer.

The above layers corresponded accurately along the majority of the wetland with a maximum differentiation of ±30 metres. The wetland area within Lot 7 Forrest Beach Road has been mapped (green solid line in attached Figure 1) and a 30 metre buffer applied to either side of the wetland (dotted green line in attached Figure 1). This boundary has then been compared with the wetland boundary proposed by the Department of Biodiversity Conservation and Attractions (DBCA) (grey dotted line in attached Figure 1). The Qwy unit with a 30 metre buffer covers 10.64 hectares. The area delineated by DBCA covers 13.48 hectares, which includes a large proportion of the 'Quindalup Wet Flats (Qw)' land unit defined by Tille and Lantzke (1990).

If you require any further detail on points listed above, please do not hesitate to make contact at any time on 0427339842.

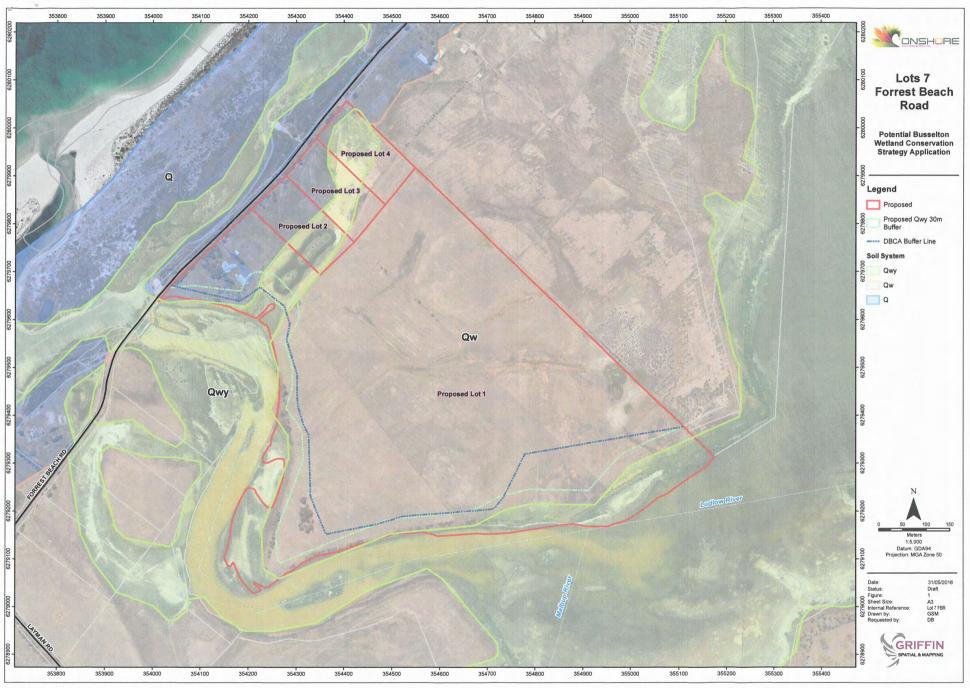
Yours sincerely

Darren Brearley

Managing Director and Principal Botanist

Referenes

Tille P.J. and Lantzke N.C. The Busselton-Margaret River-Augusta Land Capability Study, Land Resource Series No. 5 Western Australian Department of Agriculture, 1990.



APPENDIX FOUR – COASTAL INUNDATION ASSESSMENT REPORT (Prepared by Seashore Engineering)

Structure Plan Report Lot 7 (86) Forrest Beach Road, Wonnerup (WAPC Ref SPN 2231)



Our Ref: SE103_01B Project: SE103 Your ref: email

07 April 2020

Tim Koroveshi c/Lot 7 Forrest Beach Rd Wonnerup City of Busselton

Lot 7 Forrest Beach Road - Coastal Inundation

1. Background

There is a draft Structure Plan for Lot 7 (86) Forrest Beach Road, Wonnerup in the City of Busselton, that is currently with the Department Planning, Lands and Heritage (DPLH) for final endorsement. This Structure Plan has been developed by Tim Koroveshi on behalf of Mark and Sandra Sims, the landowners (Figure 1). Three additional 2 ha lots are proposed in return for creating 13.5 ha of reserve land adjacent to the Wonnerup Inlet, based upon the opportunities available under the Busselton Wetlands Conservation Strategy (Tim Koroveshi, email, 07/02/2020).

2. Scope

Seashore Engineering inspected the site on 13/02/2020 and was engaged on 21/02/2020 to undertake a limited scope of work. This is the basis of this report and includes a brief review of plans provided to date, description of the site and surrounding area, risk mitigation associated with Finished Floor Levels (FFLs) of 3.8mAHD, scope for further modelling of inundation levels and general advice on drainage in terms of the wider hydraulics of the Wonnerup Inlet, rather than site stormwater drainage.

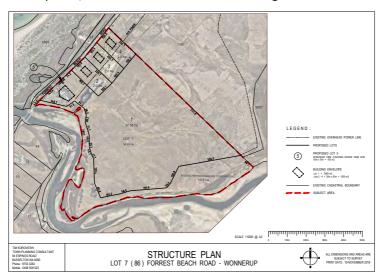


Figure 1 – Lot 7 (86) Forrest Beach Road – Structure Plan

3. Site Inspection

The site was inspected briefly on 13 February and the following was noted in the context of the potential for storm surge inundation:

- There is a reasonably well developed coastal dune barrier immediately west of the site, with the eastern arm of the Wonnerup Inlet (the 'Deadwater') and Forrest Beach Road sited between Lot 7 and the coast.
- The Wonnerup Inlet provides a pathway for coastal flooding within the Inlet.
- The Wonnerup Surge barrier limits flooding of upstream areas (Wonnerup Estuary) and mitigates potential storm surge inundation of Lot 7 under operating conditions for the storm surge barrier.
- The site is developed agricultural land that is higher towards Forrest Beach Road, where the new lots are proposed, then falls away in elevation to the south.



Figure 2 - Site photos of Lot 7 from Forrest Beach Rd. Site is generally cleared agricultural land with Wonnerup Estuary in background.



Figure 3 – Surrounding Area including Wonnerup Inlet (upper), Wonnerup Surge Barrier on Forrest Beach Road (middle) and Wonnerup Estuary upstream of the surge barrier (right).

4. Coastal Flooding - Risk Mitigation

4.1 Water Levels

Development along the Geographe Bay foreshore is focussed on the low lying beach ridge between the sandy shoreline and the shore parallel estuaries and coastal lagoons. This beach ridge is geologically relatively stable but is subject to erosion and coastal flooding (storm surge inundation).

The highest ocean water level recorded in Geographe Bay was 1.76mAHD during Tropical Cyclone Alby in April-1978. This level is one meter above highest astronomic tide (HAT). The extent of storm surge inundation in Wonnerup was surveyed by Public Works follow the event, with levels of 1.8m to 2.1mAHD observed within Wonnerup Inlet, together with damage to the Wonnerup causeway (Figure 4).

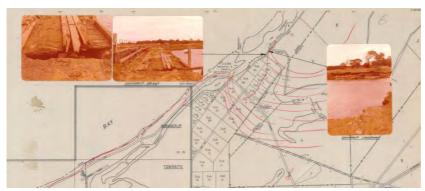


Figure 4 - Wonnerup Post Tc Alby Survey (PWD 51019-8)

Non-cyclonic events can also cause significant storm surges. There have been at least 11 events recorded since 2002 with ocean water levels within 0.5m of the peak recorded at Busselton Jetty for TC Alby. This exposure to storm surges along Geographe Bay is associated with a relatively shallow bathymetry and north facing coastline.

Tidal planes for Busselton are summarised in Table 1. Extreme value analysis of 14 years of tide gauge data has been used to assess non-cyclonic high water levels, with the 100yrARI water level estimate in the order of 2.0mAHD (Table 2).

Tidal Level	LAT	MLLW	MHLW	AHD	MSL	MLHW	мннм	HAT
Water Level (mAHD)	-0.68	-0.23	-0.12	0.0	0.13	0.37	0.48	0.76
% Time Submerged	100	90	84	74	62	37	27	8

Table 1 Tidal Planes for Busselton (mAHD) [1]

Table 2 Non-Cyclonic High water Level extremes (mAHD)[2]

Average Return Interval (years)	1	10	25	50	100	200	500
Non-Cyclonic High Water Level (mAHD)	1.2	1.6	1.8	1.9	2.0	n/a	n/a

Note: Low confidence in 100yrARI estimate due to length of data record being limited to 14 years.

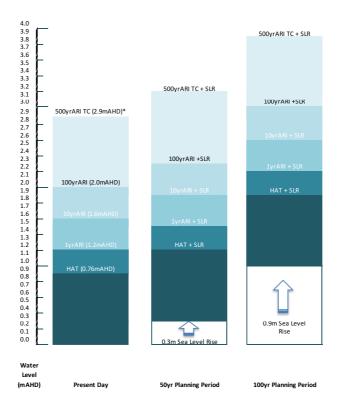
Guidance is provided on preliminary design water levels for the southwest region in the absence of site specific tropical cyclone modelling (Table 3). The 500yrARI preliminary design water level for Busselton is 2.9mAHD. This includes wave set-up but not wave runup. It is noted that this is a conservative estimate for planning purposes, and is more than 1 meter higher than observed water levels during TC Alby.

Table 3 Preliminary Design Water Levels for Tropical Cyclones (mAHD) [3].

Average Return Interval (years)	10	25	50	100	200	500
Preliminary Design Water Levels for Tropical Cyclones (mAHD)	1.4	1.7	2.0	2.3	2.5	2.9

Guidance is provided by Department of Transport on allowances for sea level rise, with a 0.9m allowance mandated over a 100yr planning period [4]. Storm sure inundation levels for various return intervals and planning periods are shown schematically in Table 4.

Table 4 Busselton – Planning for Coastal Inundation (Storm Surge).



4.2 Vasse-Wonnerup Wetlands (Flooding and Drainage Pathways)

The Vasse Wonnerup wetlands are managed by a range of State Government agencies. Water Corporation manages the catchment's drainage network (known as the Busselton Drainage District) including the Vasse Estuary and Wonnerup Estuary surge barriers, to protect Busselton from storm surges and flooding. The surge barriers are operated following guidelines developed in 1990, which control water levels in the Vasse-Wonnerup wetlands for the protection of lands upstream of the surge barriers from storm surges, summer seawater inundations and winter flooding. These barriers

prevent flooding of the surrounding agricultural land during high river flows in winter and sea water inundation [4].

There are three potential pathways for coastal inundation of Lot 7 (Figure 4):

- Inundation and deflation of coastal dunes infront of the Deadwater (wave attack)
- Coastal flooding through the Wonnerup Inlet entrance, across Forrest Beach Road and the north western boundary.
- Inundation of the Vasse Storm Surge Barrier and abutments, allowing water to flood the Vasse Estuary and across the south eastern boundary of Lot 7.

There are 200m wide dunes to 3.0mAHD between Geographe Bay and the Deadwater that protect Lot 7 from direct wave attack during storm surge events. Inundation through the entrance of Wonnerup Inlet is possible with the road level in the order of 2.0mAHD, nominally the 100yrARI event. Flooding in the Vasse Estuary is mitigated by the Vasse Storm Surge barrier, but could occur during extreme events.

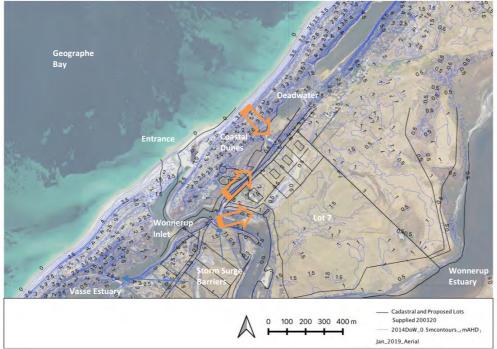


Figure 5 - Vasse Wonnerup Wetlands, Location of Lot 7 and Potential Coastal Flooding Pathways.



5. Review of Structure Plan

The three proposed lots have existing elevations in the order of 1.5mAHD, with higher areas towards the road in the order of 2.0mAHD and areas below 1.0mAHD toward the south (Figure 5). The development of very low-lying areas to the south of Lot 7 is not proposed.

Finished floor levels for coastal properties along Geographe Bay are typically identified by the City of Busselton as being 3.0mAHD. The State Coastal Planning Policy requires a more conservative estimate of potential for a 500yrARI tropical cyclone (tracking to maximise storm surge) and 100yrARI sea level rise.

The proposed 3.8mAHD building pads for Lot 7 (86) Forrest Beach Rd allow for a conservative estimate of the 500yrARI tropical cyclone (2.9mAHD water level) occurring in 2120, towards the end of the 100year planning period (i.e. includes 0.9m SLR allowance) (Table 4). Nominally, this type of event has a 0.2% chance of occurrence each year.



Figure 5 – Detail of Lot 7 showing elevation of proposed lots.

The proposed building pad levels of 3.8mAHD meet the requirements for storm surge inundation under SPP2.6.

However, this approach requires filling of the building lots by more than 2.0m in places for a standard concrete slab. Alternatively, an FFL of 3.8mAHD could be achieved by building

design' which could either allow for wet areas on the lower floor (e.g. garage) and raised living areas on the second floor, or raised flood levels (steel or timber frames construction).

The potential for a staged coastal adaptation approach could also be considered, whereby the initial dwelling constructed on the lot allows for 50 years sea level rise and the preliminary design level for a 500yrARI tropical cyclone (FFL of 3.2mAHD).

Numerical modelling of the design cyclone for Busselton may demonstrate a FFL in the order of 3.0mAHD to be acceptable over a 50 year planning period, provided it is acknowledged that future coastal adaptation is required beyond 50 years.

Sincerely

Stuart Barr

Director, Seashore Engineering

Steel Bow

References

- [1] Tidal Submergence Curve (2012)
- [2] Shore Coastal Busselton CMP Coastal Flooding, Risk Response and Mitigation
- [3] Seashore Design Cyclones
- [4] Vasse Wonnerup Operational Plan Guidance for Managers 2019.
- [5] SPP2.6. State Coastal Planning Policy.

Limitations of this Report

This report and the work undertaken for its preparation, is presented for the use of the client. The report may not contain sufficient or appropriate information to meet the purpose of other potential users. Seashore Engineering does not accept any responsibility for the use of the information in the report by other parties.



Approval Subject To Condition(s) Freehold (Green Title) Subdivision

Application No: 160027

Planning and Development Act 2005

Applicant : Tim Koroveshi 64 Espinos Road BUSSELTON WA 6280

Owner : Mark Leslie Sims P.O. Box 1143 BUSSELTON WA 6280: Sandra

Margaret Sims P.O. Box 1143 BUSSELTON WA 6280

Application Receipt : 20 October 2020

Lot Number : 7

Diagram / Plan : 3280

Location :

C/T Volume/Folio : 1976/561

Street Address : Lot 7 Forrest Beach Rd, Wonnerup

Local Government : City of Busselton

The Western Australian Planning Commission has considered the application referred to and is prepared to endorse a deposited plan in accordance with the plan date-stamped **20 October 2020** once the condition(s) set out have been fulfilled.

This decision is valid for **four years** from the date of this advice, which includes the lodgement of the deposited plan within this period.

The deposited plan for this approval and all required written advice confirming that the requirement(s) outlined in the condition(s) have been fulfilled must be submitted by **23 December 2024** or this approval no longer will remain valid.

Reconsideration - 28 days

Under section 151(1) of the *Planning and Development Act 2005*, the applicant/owner may, within 28 days from the date of this decision, make a written request to the WAPC to reconsider any condition(s) imposed in its decision. One of the matters to which the WAPC will have regard in reconsideration of its decision is whether there is compelling evidence by way of additional information or justification from the applicant/owner to warrant a reconsideration of the decision. A request for reconsideration is to be submitted to the WAPC on a Form 3A with appropriate fees. An application for reconsideration may be

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submitted to the WAPC prior to submission of an application for review. Form 3A and a schedule of fees are available on the WAPC website: http://www.planning.wa.gov.au

Right to apply for a review - 28 days

Should the applicant/owner be aggrieved by this decision, there is a right to apply for a review under Part 14 section 251 of the *Planning and Development Act 2005*. The application for review must be submitted in accordance with part 2 of the *State Administrative Tribunal Rules 2004* and should be lodged within 28 days of the date of this decision to: the State Administrative Tribunal, Level 6, State Administrative Tribunal Building, 565 Hay Street, PERTH, WA 6000. It is recommended that you contact the tribunal for further details: telephone 9219 3111 or go to its website: http://www.sat.justice.wa.gov.au

Deposited plan

The deposited plan is to be submitted to the Western Australian Land Information Authority (Landgate) for certification. Once certified, Landgate will forward it to the WAPC. In addition, the applicant/owner is responsible for submission of a Form 1C with appropriate fees to the WAPC requesting endorsement of the deposited plan. A copy of the deposited plan with confirmation of submission to Landgate is to be submitted with all required written advice confirming compliance with any condition(s) from the nominated agency/authority or local government. Form 1C and a schedule of fees are available on the WAPC website: http://www.planning.wa.qov.au

Condition(s)

The WAPC is prepared to endorse a deposited plan in accordance with the plan submitted once the condition(s) set out have been fulfilled.

The condition(s) of this approval are to be fulfilled to the satisfaction of the WAPC.

The condition(s) must be fulfilled before submission of a copy of the deposited plan for endorsement.

The agency/authority or local government noted in brackets at the end of the condition(s) identify the body responsible for providing written advice confirming that the WAPC's requirement(s) outlined in the condition(s) have been fulfilled. The written advice of the agency/authority or local government is to be obtained by the applicant/owner. When the written advice of each identified agency/authority or local government has been obtained, it should be submitted to the WAPC with a Form 1C and appropriate fees and a copy of the deposited plan.

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

Prior to the commencement of any subdivision works or the implementation of any condition(s) in any other way, the applicant/owner is to liaise with the nominated

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agency/authority or local government on the requirement(s) it considers necessary to fulfil the condition(s).

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

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

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

CONDITIONS:

- 1. Satisfactory arrangements being made with the local government for the partial cost of upgrading Forrest Beach Road. (Local Government)
- 2. Suitable arrangements being made with the local government for the provision of vehicular crossovers to service the lots shown on the approved plan of subdivision. (Local Government)
- 3. The land being filled, stabilised, drained and/or graded as required to ensure that:
 - a) lots can accommodate their intended development; and
 - b) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting; and
 - c) stormwater is contained on-site, or appropriately treated and connected to the local drainage system. (Local Government)
- 4. a) Prior to the commencement of subdivisional works, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and
 - b) In the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all subdivisional works have been carried out in accordance with the pre-works geotechnical report. (Local Government).
- 5. Drainage easements and reserves as may be required by the local government for drainage infrastructure being shown on the diagram or plan of survey (deposited plan) as such, granted free of cost, and vested in that local government under

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Sections 152 and 167 of the *Planning and Development Act 2005*. (Local Government)

- 6. Arrangements being made to the satisfaction of the Western Australian Planning Commission and to the specification of Western Power for the provision of an underground electricity supply to the lots shown on the approved plan of subdivision. (Western Power)
- 7. Arrangements being made to the satisfaction of the Western Australian Planning Commission and to the specification of Western Power for the removal, relocation and/or replacement of electricity supply infrastructure, including plant and/or equipment located on or near the lots shown on the approved plan of subdivision. (Western Power)
- 8. The transfer of land as a Crown reserve free of cost to Western Power for the provision of electricity supply infrastructure. (Western Power)
- 9. A notification, pursuant to Section 70A of the *Transfer of Land Act 1893* is to be placed on the certificates of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:
 - 'A mains potable water supply is not available to the lot.' (Local Government)
- 10. A notification, pursuant to Section 70A of the *Transfer of Land Act 1893* is to be placed on the certificates of title of the proposed lots. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:
 - 'A reticulated sewerage service is not available to the lot. As such, an on-site secondary treatment and disposal system of sewage (which includes nutrient removal) will be required. Therefore, the developable area of the lot is reduced. There are ongoing landowner obligations to ensure that the treatment and disposal system is regularly maintained in accordance with relevant health regulations. Contact the local government for further information.' (Local Government)
- 11. Prior to the commencement of subdivisional works, a Foreshore Management Plan which includes the location, construction and specifications of a reserve access/maintenance track, is to be prepared and approved to ensure the protection and management of the site's environmental assets with satisfactory arrangements being made for the implementation of the approved plan. (Department of Biodiversity, Conservation and Attractions)
- 12. A fence restricting vehicle, pedestrian and stock access to the conservation reserve is to be constructed on the boundary of proposed Lot 1 to the specifications of DBCA, to protect the values of the conservation reserve. (DBCA)
- 13. Immediately prior to and during vegetation clearing, an authorised fauna spotter is to be on site to manage impacts to threatened western ringtail possums, with a post-

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clearing report provided by the fauna spotter to the Department of Biodiversity, Conservation and Attractions. (DBCA).

- 14. Preparation and implementation of a landscaping plan to assist in screening of future development sites (as necessary), whilst maintaining any views of significance across the site from Forrest Beach Road. (Local Government)
- 15. The Bushfire Management Plan (Rev.C dated 23 Nov.2028) being updated to include any additional landscaping or planting areas. (Local Government)
- 16. Information is to be provided to demonstrate that the measures contained in Section 6; Table of the updated Bushfire Management Plan have been implemented during subdivisional works. This information should include a notice of 'Certification by Bushfire Consultant'. (Local Government)
- 17. The proposed reserve shown on the approved plan of subdivision being shown on the diagram or plan of survey (deposited plan) as reserve for "strategic water supply for firefighting purposes" and vested in the Crown under section 152 of the *Planning and Development Act 2005*, such land to be ceded free of cost and without any payment of compensation by the Crown. (Local Government)
- 18. A notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the certificate(s) of title of the proposed lot(s) with a Bushfire Attack Level(BAL) rating of 12.5 or above, advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:
 - "This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and is subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land". (Western Australian Planning Commission)
- 19. The landowner/applicant shall provide a written undertaking to the satisfaction of the Western Australian Planning Commission to advise prospective purchasers of the provisions of the local government's local planning scheme that relate to the use and management of the land. (Local Government)
- 20. A foreshore reserve in accordance with the plan (attached) as established by survey, being shown on the diagram or plan of survey (deposited plan) as a Reserve for Conservation of Flora and Fauna (to be included in Reserve 44838) and vested in the Crown under Section 152 of the *Planning and Development Act 2005*, such land to be ceded free of cost and without any payment of compensation by the Crown. (Western Australian Planning Commission)
- 21. The landowner/applicant contributing towards development infrastructure provisions pursuant to the City of Busselton Local Planning Scheme No.21. (Local Government)
- 22. A notification, pursuant to Section 165 of the *Planning and Development Act 2005* is to be placed on the certificates of title of the proposed lot(s) advising of the

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existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

'This lot is in close proximity to known mosquito breeding areas. The predominant mosquito species is known to carry viruses and other diseases.'

'This lot is located within close proximity of agricultural landuses and has the potential to be affected by odours, noise, spray drift and dust that are associated with the continued operation of agricultural landuse'.

'FLOOD PRONE LAND - The land is located within a 1 in 100 year flood plain or other area which is subject to flooding and may be susceptible to inundation.' (Western Australian Planning Commission)

23. Measures being taken to ensure the identification and protection of any vegetation on the site worthy of retention that is not impacted by subdivisional works, prior to commencement of subdivisional works. (Local Government).

ADVICE:

- In relation to Condition 3, a portion of each building envelope will be required to be filled to accommodate envisaged future development, to the satisfaction of the City, to achieve the following:
 - a. A minimum 3.7 metres AHD ground level to facilitate a finished floor level of 3.8 m AHD:
 - b. A minimum 1.5 metre vertical separation between the highest winter groundwater level and the envisaged discharge point of the future on-site effluent disposal system;
 - c. A suitable land application area consistent with the requirements of the Government Sewerage Policy for on-site effluent disposal purposes.
- ii. In relation to condition 13, the Department of Biodiversity, Conservation and Attractions advise that, a section 40 ministerial authorisation to take or disturb threatened fauna under Western Australia's *Biodiversity Conservation Act 2016* is to be obtained by the fauna spotter prior to clearing occurring. The spotter is to provide a post-clearing report to DBCA swlanduseplanning@dbca.wa.gov.au that includes the numbers of adult or juvenile western ringtail possums observed, taken or disturbed, any injuries or fatalities, and the location of the fauna after clearing occurred.
- iii. In relation to condition 21, the City of Busselton advise that the payment is required as a result of the City of Busselton, Local Planning Scheme 21 Development Contribution Areas provisions and is calculated on the basis of \$1,630 for every additional lot approved in the Rural Remainder precinct. The contribution fees are upgraded in line with the Local Government Cost Index for WA. The fee applicable

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will be determined at the time of payment and may therefore vary from the quoted figure.

Magan

Ms Sam Fagan Secretary Western Australian Planning Commission 5 January 2021

Enquiries : David Stapleton (Ph 9791 0590)

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