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Council Policy

Council Policy Name: **Model Litigant**

Responsible Directorate: **Corporate Strategy and Performance** **Version:** **DRAFT**

1. PURPOSE

1.1. The purpose of this Policy is to ensure the City acts honestly and fairly in the conduct of litigation.

2. SCOPE

2.1. This Policy applies to litigation where the City is a party to the proceedings, including litigation before courts, tribunals, panel hearings, other legal proceedings and includes alternative dispute resolution related to such litigation.

3. DEFINITIONS

Term	Meaning
Policy	this City of Busselton Council policy titled "Model Litigant Policy"
City	City of Busselton

4. STRATEGIC CONTEXT

Strategic Theme	Strategic Priority
Key Theme 4: LEADERSHIP	4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.

5. POLICY STATEMENT

5.1. The City must act as a model litigant in the conduct of litigation.

5.2. The obligation to act as a model litigant requires more than merely acting honestly and in accordance with the law and court rules.

5.3. The obligation requires that the City act honestly and fairly in handling claims and litigation by:

a. dealing with claims promptly and not causing unnecessary delay;
b. paying legitimate claims without litigation, including making partial settlements of claims or interim payments, where it is clear that liability is at least as much as the amount to be paid;
c. acting consistently in the handling of claims and litigation;
d. endeavouring to avoid litigation, wherever possible;
e. where it is not possible to avoid litigation, keeping the costs of litigation to a minimum, including by:
   i. not requiring the other party to prove a matter which the City knows to be true; and
   ii. not contesting liability if the City knows that the dispute is really about quantum;
f. when settling civil claims, the City should consider the use of confidentiality clauses in relation to settlements on a case by case basis;
g. not taking advantage of a claimant who lacks the resources to litigate a legitimate claim;
h. not relying on technical defences unless the interests of the City would be prejudiced by the failure to comply with a particular requirement;

i. only undertaking and pursuing appeals where the City believes that it has reasonable prospects for success or the appeal is otherwise justified in the public interest.

5.4. The obligation does not require that the City be prevented from acting firmly and properly to protect its interests. It does not prevent all legitimate steps being taken in pursuing litigation, or from testing or defending claims made.

5.5. In particular, the obligation does not prevent the City from:

a. enforcing costs orders or seeking to recover costs;
b. relying on claims of legal professional privilege or other forms of privilege and claims for public interest immunity;
c. pleading limitation periods;
d. seeking security for costs;
e. opposing unreasonable or oppressive claims or processes;
f. requiring opposing litigants to comply with procedural obligations; or
g. moving to strike out untenable claims or proceedings.

6. RELATED DOCUMENTATION / LEGISLATION

6.1. *Local Government Act* 1995

7. REVIEW DETAILS

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

City of Busselton
Geographe Bay

Council Policy

Council Policy Name: **Private Works on City Land, Including Private Coastal Protection Works**

Responsible Directorate: **Community Planning** **Version:** **Draft**

1. PURPOSE

1.1. The purpose of this Policy is to set out guidance relating to private works on City Land, where existing laws or other policies do not already provide sufficient guidance, such that City Land is appropriately managed.

2. SCOPE

2.1. This Policy is applicable to any proposal for private works on City Land, including private coastal protection works on City Land, and has applicability to any other proposals for private works on City land where existing laws or other policies do not already provide sufficient guidance.

3. DEFINITIONS

Term	Meaning
City Land	land that belongs to, or is vested in, or under the care, control or management of, the City (including land that may be seasonally or permanently inundated), or other Crown land on which the City has infrastructure
Policy	this City of Busselton Council policy titled "Private works on City Land, Including Private Coastal Protection Works"

4. STRATEGIC CONTEXT

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	1.2: Work with the community to manage and enhance natural areas and reserves and their biodiversity; and
Key Theme 1: ENVIRONMENT	1.4: Respond to the impacts of climate change on the City's coastlines through informed, long term planning and action.
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. POLICY STATEMENT

5.1. City land shall be managed in a manner that is considered by the City to be in the best long-term interests of residents and ratepayers as a whole, and proposals to undertake works or other actions on City land for the benefit, or at the initiative, of particular private interests will generally not be supported, other than where specifically provided for in a plan or policy of the City, provided for in legislation, or where it is clearly necessary for the provision of services to private property, with no significant impact on amenity or the environment.

5.2. The City may consider approval of private coastal protection works on City land where property directly adjoins City foreshore reserve and adjoining or nearby properties extend to or beyond the high water mark, if the following applies:

a. there are, or it is considered likely that there will be, similar structures developed on other nearby land;
b. the protection is to consist of an engineered geotextile seawall, capable of being connected with similar structures on adjoining properties (or on City land, but associated with an adjoining property);
c. all costs of approvals, construction and maintenance are met by the proponents;
d. no other unauthorised works have or will be undertaken within the foreshore reserve, and if there are any existing unauthorised works, they are removed and the land rehabilitated by the proponents;
e. no actions or works are undertaken to limit public access to the beach or foreshore;
f. the proponents obtain and maintain the currency of insurance associated with the structure;
g. the works shall be subject of a time limited approval, of no more than ten years duration; and
h. a licence agreement has been entered into with the City or the State as required.

5.3. Removal of vegetation on City Land for the purposes of private works (which in law must always be approved the City) may be supported in the following circumstances:
a. where the vegetation is identified as a cause or likely cause of damage to infrastructure and where there are no other ways of managing the damage or risk of damage; or
b. where the works are considered necessary and there are no other reasonable alternatives to removal of the vegetation in order for the works to proceed.

5.4. The costs of any required environmental or other regulatory approvals (including the cost of any environmental offsets) will be met by the proponent.

6. RELATED DOCUMENTATION / LEGISLATION

6.1. *Planning and Development Act 2005* and *City of Busselton Local Planning Scheme No. 21*;
6.2. *Building Act 2012*
6.3. *Local Government Act 1995*, *Local Government (Uniform Local Provisions) 1996* and City of Busselton Property and Thoroughfares Local Laws
6.4. Environment Strategy
6.5. Adopted foreshore and reserve management plans
6.6. Compliance Policy
6.7. Environment Policy

7. REVIEW DETAILS

Review Frequency		**3 yearly**		
Council Adoption	**DATE**		**Resolution #**	
Previous Adoption	**DATE**	13 February 2019	**Resolution #**	C1902/020

City of Busselton
Geographe Bay

Council Policy

Council Policy Name: **Private Works on City Land, Including Private Coastal Protection Works ~~on City Land~~**

Responsible Directorate: **Community Planning ~~and Development Services~~** **Version:** **~~Adopted~~Draft**

1. PURPOSE

1.1. The purpose of this Policy is to set out guidance relating to private works on City Land, where existing laws or other policies do not already provide sufficient guidance, such that City Land is appropriately managed.

2. SCOPE

2.1. This Policy is applicable to any proposal for private works on City Land, including private coastal protection works on City Land, and has applicability to any other proposals for private works on City land where existing laws or other policies do not already provide sufficient guidance.

3. DEFINITIONS

Term	Meaning
City Land	land that belongs to, or is vested in, or under the care, control or management of, the City (including land that may be seasonally or permanently inundated), or other Crown land on which the City has infrastructure
Policy	this City of Busselton Council policy titled "Private works on City Land, Including Private Coastal Protection Works ~~on City Land~~"

4. STRATEGIC CONTEXT

Strategic Theme	Strategic Priority
~~KEY THEME 1~~ Key Theme 1: ENVIRO~~RIO~~NMENT	1.1: Ensure protection and enhancement of environmental values is a central consideration in land use planning.
~~KEY THEME 1~~ Key Theme 1: ENVIRONMENT	1.2: Work with the community to manage and enhance natural areas and reserves and their biodiversity; and
~~KEY THEME 1~~Key Theme 1: ENVIRO~~RIO~~NMENT	1.4: Respond to the impacts of climate change on the City's coastlines through informed, long term planning and action.
~~KEY THEME 2~~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. POLICY STATEMENT

5.1. City land shall be managed in a manner that is considered by the City to be in the best long-term interests of residents and ratepayers as a whole, and proposals to undertake works or other actions on City land for the benefit, ~~-~~or at the initiative, of particular private interests will generally not be supported, other than where specifically provided for in a plan or policy of the City, ~~or~~ provided for in legislation, or where it is clearly necessary for the provision of services to private property, with no significant impact on amenity or the environment.

5.2. The City may consider approval of private coastal protection works on City land where property directly adjoins City foreshore reserve and adjoining or nearby properties extend to or beyond the high water mark, if the following applies:

a. there are, or it is considered likely that there will be, similar structures developed on other nearby land;
b. the protection is to consist of an engineered geotextile seawall, capable of being connected with similar structures on adjoining properties (or on City land, but associated with an adjoining property);
c. all costs of approvals, construction and maintenance are met by the proponents;
d. no other unauthorised works have or will be undertaken within the foreshore reserve, and if there are any existing unauthorised works, they are removed and the land rehabilitated by the proponents;
e. no actions or works are undertaken to limit public access to the beach or foreshore;
f. the proponents obtain and maintain the currency of insurance associated with the structure;
g. the works shall be subject of a time limited approval, of no more than ten years duration; and
h. a licence agreement has been entered into with the City or the State as required.

5.3. Removal of vegetation on City Land for the purposes of private works (which in law must always be approved the City) may be supported in the following circumstances:

a. where the vegetation is identified as a cause or likely cause of damage to infrastructure and where there are no other ways of managing the damage or risk of damage; or
b. where the works are considered ~~to be~~ necessary and there are no other reasonable alternatives to removal of the vegetation in order for the works to proceed.

5.4. The costs of any required environmental or other regulatory approvals (including the cost of any environmental offsets) will be met by the proponent.

6. RELATED DOCUMENTATION / LEGISLATION

6.1. *Planning and Development Act 2005* and *City of Busselton Local Planning Scheme No. 21*;
6.2. *Building Act 2012*
6.3. *Local Government Act 1995*, *Local Government (Uniform Local Provisions) 1996* and City of Busselton Property and Thoroughfares Local Laws
6.4. Environment Strategy
6.5. Adopted foreshore and reserve management plans
6.6. Compliance Policy
6.7. Environment Policy

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	**DATE**	~~13 February 2019~~	**Resolution #**	~~C1902/020~~
Previous Adoption	**DATE**	~~N/A~~ 13 February 2019	**Resolution #**	~~N/A~~ C1902/020

City of Busselton
Geographe Bay

Council Policy

Council Policy Name: **Waste Collection Services**

Responsible Directorate: **Infrastructure and Environment** **Version:** **Draft**

1. PURPOSE

1.1. The purpose of this Policy is to outline parameters for the provision of effective, safe and consistent kerbside waste and recycling collection services within the City of Busselton.

2. SCOPE

2.1. This Policy is applicable to the provision of all kerbside waste and recycling collection services in the City of Busselton district, including the provision of any agreed commercial waste collection services.

3. DEFINITIONS

Term	Meaning
Authorised Officer	Manager, Waste and Fleet Services or delegate
General Waste Mobile Garbage Bin	an Australian Standards 4123 compliant, polyethylene, dark green or black coloured body, of a maximum 240 litre capacity and capable of containing 70 to a maximum of 90 kilograms of general waste, fitted with wheels, a handle and a red or dark green lid
Policy	this City of Busselton Council policy titled "Waste Collection Services"
Prescribed Area	various areas within the district, that are listed in the local government's geographic information system as a layer, and amended accordingly from time to time
Recycling Waste Mobile Garbage Bin	an Australian Standards 4123 compliant, polyethylene, nature green, dark green or black coloured body, of a maximum 240 litre capacity and capable of containing 70 to a maximum of 90 kilograms of recycling waste, fitted with wheels, a handle and a yellow lid
Waste Receptacle	a Mobile Garage Bin or container which has otherwise been approved by the City for the deposit and collection of collectable waste

4. STRATEGIC CONTEXT

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

5. POLICY STATEMENT

5.1. Subject to point 5.2, all residential premises (whether occupied or vacant) within the Prescribed Area are entitled to receive a kerbside general waste, and a recycling collection service.

5.2. The City does not provide kerbside general waste or recycling collection services to premises on an unsealed roads.

5.3. The owner or occupier of a residential premise within the Prescribed Area must buy and keep in good condition a General Waste Mobile Garage Bin, for the use of the premises.

5.4. All residential premises within the Prescribed Area will be provided by the City with a Recycling Waste Mobile Garbage Bin, which will remain the property of the City. Additional Waste Receptacles can be supplied at the cost of the owner or occupier.

5.5. Premises utilised for commercial purposes within the Prescribed Area may request kerbside, waste and recycling collection services by submitting a Commercial Waste Collection Application Form to the Authorised Officer. Upon approval, the premises will receive a sticker, to be placed on the front of the Waste Receptacle, indicating collection approval and the collection day. The Waste Receptacle is to be bought and maintained by the owner or occupier of the premise.

5.6. The Prescribed Area may be amended by the CEO or the Authorised Officer to service any new area adjacent to the Prescribed Area.

5.7. Amendments to the Prescribed Area that are not adjacent to the Prescribed Area may be approved by the Council on recommendation from the CEO, with the following criteria to be considered:
   a. suitability in terms of distances, roads, access and safety;
   b. demand for the service; and
   c. cost of providing the service.

5.8. Where the Prescribed Area is amended to include a new area, a service fee will apply to all residential premises (whether occupied or vacant) within that area. The service fee applies irrespective of whether the owner or occupier of the premise uses the service.

5.9. Waste collection services will generally only be carried out along the verge of public roads. The Authorised Officer may, at their discretion approve waste collection services along private roads:
   a. where safety to persons is not compromised;
   b. where there is minimal prospect of damage to vehicles and property;
   c. where there is no suitable space on the public verge to place the Waste Receptacles for collection; and
   d. where it represents a major inconvenience for the owners or occupiers of a premise to wheel their Waste Receptacles to the public verge.

5.10. Where waste collection services are offered along private roads, an appropriate agreement must be entered into between the City and the owner or occupier of the premise, prior to commencement.

5.11. Waste Receptacles must be placed on the verge for collection by 0600hrs on collection day, at least 0.5m apart, in a position which is clear of obstacles and enables safe collection.

5.12. In accordance with Clause 2.6 (1) and (2) of the *City of Busselton Waste Local Law 2016* the Authorised Officer may direct the owner or occupier of a premise, in writing, to place their Waste Receptacle for collection in a specific location.

5.13. The City is unable to assist the owner or occupier of a premises to wheel their Waste Receptacles to or from the place of collection.

6. RELATED DOCUMENTATION / LEGISLATION

6.1. *City of Busselton Waste Local Law 2016*
6.2. *Local Government Act 1995;*
6.3. *Waste Avoidance and Resource Recovery Act 2007*

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	**DATE**		**Resolution #**	
Previous Adoption	**DATE**	30/10/2019	**Resolution #**	C1910/212

City of Busselton
Geographe Bay

Council Policy

Council Policy Name: **Waste Collection Services**

Responsible Directorate: ~~**Engineering and Works Services**~~**Infrastructure and Environment** **Version:** **Draft**

1. PURPOSE

1.1. The purpose of this Policy is to outline ~~the~~ parameters for the provision of effective, safe and consistent kerbside waste and recycling collection services within the City of Busselton.

2. SCOPE

2.1. This Policy is applicable to the provision of all kerbside ~~Waste Receptacle~~waste and recycling collection services in the City of Busselton district, including ~~recycling and to~~ the provision of any agreed commercial waste collection services.

3. DEFINITIONS

Term	Meaning
Authorised Officer	Manager, Waste and Fleet Services or ~~representative business unit officer~~delegate
General Waste Mobile ~~Garage~~ Garbage Bin	an Australian Standards 4123 compliant, polyethylene, dark green or black coloured body, of a maximum 240 litre capacity and capable of containing 70 to a maximum of 90 kilograms of general waste, fitted with wheels, a handle and a red or dark green lid
~~MGB~~	~~Mobile Garbage Bin~~
Policy	this City of Busselton Council policy titled "Waste Collection Services"
Prescribed Area	various areas within the district, that are listed in the local government's geographic information system as a layer, and amended accordingly from time to time
Recycling Waste Mobile Garbage~~Garage~~ Bin	an Australian Standards 4123 compliant, polyethylene, nature green, dark green or black coloured body, of a maximum 240 litre capacity and capable of containing 70 to a maximum of 90 kilograms of recycling waste, fitted with wheels, a handle and a yellow lid
Waste Receptacle	a Mobile Garage Bin~~MGB~~ or ~~a~~ container which has otherwise been approved by the City for the deposit and collection of collectable waste

4. STRATEGIC CONTEXT

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

5. POLICY STATEMENT

5.1. Subject to point 5.2, a~~A~~ll residential premises (whether occupied or vacant) ~~that are, or are capable of being, occupied or used for residential purposes~~ within the Prescribed Area are~~may be~~ entitled to receive a kerbside general waste, and a recycling ~~waste~~ collection service.

5.2. The City does not provide kerbside general waste or recycling collection services to premises on an unsealed roads.

~~5.1. The Authorised Officer determines which service or combination of services is capable of being offered and may amend the Prescribed Area from time to time.~~

~~5.2.~~5.3. The owner or occupier of a ~~All~~ residential premise~~s that are, or are capable of being, occupied or used for residential purposes~~ within the Prescribed Area must buy and keep in good condition a General Waste Mobile Garage Bin, for the use of the premises.

~~5.3.~~5.4. All residential premises within the Prescribed Area will be provided by the City with a Recycling Waste Mobile Garbage Bin, which will remain the property of the City. ~~Premises are required to pay for the use of A~~additional Waste Receptacles ~~supplied for kerbside recycling services~~can be supplied at the cost of the owner or occupier.

~~5.4.~~5.5. Premises utilised for commercial purposes within the Prescribed Area may request ~~to receive a~~ kerbside, ~~general~~ waste~~,~~ and recycling ~~waste~~ collection services by submitting a ~~completed~~ Commercial Waste Collection Application Form to the Authorised Officer. ~~The premises are obliged to buy and maintain their own Waste Receptacle.~~ Upon approval, the premises will receive a sticker, to be placed on the front of the Waste Receptacle~~Waste Receptacle~~, indicating collection approval and the~~ir~~ collection day. The Waste Receptacle is to be bought and maintained by the owner or occupier of the premise.

~~5.5. The Authorised Officer determines if the commercial waste collection service is capable of being offered to the premises, the frequency of the collection and the method used. Upon approval, the premises will receive a sticker, to be placed on the front of the Waste Receptacle, indicating their collection day. Only Waste Receptacles' with a sticker will be emptied.~~

5.6. ~~Collection Services may, at the Authorised Officer's discretion, be provided outside of the~~The Prescribed Area may be amended by the CEO or the Authorised Officer to service any new areas adjacent to the Prescribed Area.

~~5.6.~~ Amendments to the Prescribed Area that are not adjacent to the Prescribed Area may be approved by the Council, on recommendation from the CEO, with the ~~.~~

~~5.7.~~

~~5.8.~~5.7. ~~The~~ following criteria ~~will be~~ considered ~~in determining whether it is viable to provide a service~~:

a. suitability in terms of distances, roads, access and safety;
b. demand for the service; and
c. cost of providing the service.

~~5.9.~~5.8. Where the Prescribed Area is amended to include a ~~service is introduced into a~~ new area ~~or part of a new area~~, a service fee will apply to all residential premises (whether occupied or vacant) within that area ~~or part area~~. The service fee applies irrespective of whether the owner or occupier of the premise ~~actually~~ uses the service.

~~5.10. Unless clause 5.11 applies, w~~Waste collection services will generally only be carried out along the verge~~s~~ of public roads ~~(whether in a Prescribed Area or non-Prescribed Area)~~.

~~5.11.~~

~~5.12.~~5.9. The Authorised Officer may, at their discretion ~~and considering the associated service costs,~~ approve ~~provide~~ waste collection services along private roads:

a. where safety to ~~all~~ persons is not compromised;
b. where there is minimal prospect of damage to vehicles and property;
c. where there is no suitable space on the public verge to place the Waste Receptacles for collection; and

d. where it represents a major inconvenience for the owners or occupiers of a premise to wheel their Waste Receptacles to the public verge.

~~5.13.~~5.10. Where waste collection services are offered along private roads, an appropriate agreement must be entered into between the City and the owner~~s~~ or occupier~~s~~ of the premise, prior to commencement.

~~5.14. The Authorised Officer reserves the right to review the suitability of collection service(s) routes on public and private roads, along with the level of service to customers, and may amend them to suit current conditions following these reviews.~~

~~5.15.~~5.11. Waste Receptacles~~MGBs~~ must be placed on the verge for collection ~~out~~ by 0600hrs on ~~the morning of the~~ collection day, at least 0.5m apart, in a position which is clear of obstacles and enables safe collection.

~~5.16.~~5.12. In accordance with Clause 2.6 (1) and (2) of the *City of Busselton Waste Local Law 2016* the Authorised Officer may direct the owner or occupier of a premise, in writing, to place their Waste Receptacle for collection in a specific location.

~~5.17.~~5.13. The City is unable to assist the owner~~s~~ or occupier~~s~~ of a premises to wheel their Waste Receptacles to or from the place of collection.

6. RELATED DOCUMENTATION / LEGISLATION

6.1. *City of Busselton Waste Local Law 2016*
6.2. *Local Government Act 1995;*
6.3. *Waste Avoidance and Resource Recovery Act 2007*

7. REVIEW DETAILS

Review Frequency		**3 yearly**		
Council Adoption	**DATE**		**Resolution #**	
Previous Adoption	**DATE**	30/10/2019	**Resolution #**	C1910/212

City of Busselton
Geographe Bay

Council Policy

Council Policy Name: **Public Art**

Responsible Directorate: **Economic and Business Development** **Version:** DRAFT

1. PURPOSE

1.1. The purpose of this Policy is:
   a. to recognise and articulate the significant role that Public Art has in the development of cultural, economic, social and artistic vitality of a City, adding a sense of community, belonging and place; and
   b. to engage, encourage and guide the community in the creation of Public Art which reflects the cultures and lifestyles of the people who live within the City of Busselton.

2. SCOPE

2.1. This Policy is applicable to Public Art installed on City owned or managed buildings or land, where the Public Art is the property of City.

2.2. This Policy does not apply to artworks on State or Federal Government buildings or privately owned property or infrastructure. Specific agreements can be put in place for such buildings by arrangement.

3. DEFINITIONS

Term	Meaning
Artist	Professional artists, experienced community artists or arts groups eligible to carry out artwork projects. This may be in conjunction with community organisations
Public Art	A permanent, temporary or ephemeral work of art located in a public area created by an Artist or developed under the guidance of an Artist. This includes 2D or 3D objects
City	City of Busselton
Policy	This City of Busselton Council policy titled “Public Art”

4. STRATEGIC CONTEXT

Strategic Theme	Strategic Priority
Key Theme 2: LIFESTYLE	2.5: Facilitate events and cultural experiences that provide social connection
Key Theme 3: OPPORTUNITY	3.1: Work with key partners to facilitate the activation of our town centres, creating vibrant destinations and consumer choice

5. POLICY STATEMENT

5.1. Public Art is intended to:
   a. reflect and promote the lifestyles, heritage and culture of the community;
   b. encourage community connection, reflection, inspiration, celebration and well-being as an expression of creativity;
   c. invigorate and create vibrancy in places and spaces; and
   d. support and promote regional creative and arts industries.

5.2. City approval is required for the placement of Public Art.

5.3. The acquisition and decommissioning of Public Art by the City will be in accordance with the Public Artwork and Urban Art Guidelines and, where relevant, the City of Busselton Development Contributions Policy.

5.4. Consultation about the acquisition and installation of Public Art will occur with impacted or key stakeholders.

5.5. Artists will be required to provide a maintenance manual for the Public Art.

5.6. The maintenance of Public Art will be the responsibility of the City.

5.7. Public Art will only be decommissioned where there is justification and with consideration to the potential impacts on stakeholders.

5.8. Public Art that is not able to be appropriately maintained will be removed by the City.

6. RELATED DOCUMENTATION / LEGISLATION

6.1. Public Artwork Guidelines
6.2. Urban Art Guidelines
6.3. Urban Art Application
6.4. City of Busselton Development Contributions Policy (6B Percent for Art Provisions)
6.5. Percent for Art Step by Step Guidelines

7. REVIEW DETAILS

Review Frequency		**3 yearly**		
Council Adoption	**DATE**		**Resolution #**	
Previous Adoption	**DATE**	12 February 2020	**Resolution #**	C2002/036

City of Busselton
Geographe Bay

Council Policy

Council Policy Name: **Public ~~Artwork~~Art**

Responsible Directorate: **~~Community~~Economic and ~~Commercial Services~~Business Development**

Version: **~~Adopted~~**DRAFT

1. PURPOSE

1.1. The purpose of this Policy is~~.~~:

~~1.1.~~a. to recognise and articulate the significant role that Public ~~Artwork~~Art has in the development of cultural, economic, social and artistic vitality of a City, adding a sense of community, belonging and place~~.~~; and

b. to engage, encourage and guide the community in the creation of Public Art which reflects the cultures and lifestyles of the people who live within the City of Busselton.

2. SCOPE

2.1. This Policy is applicable to Public ~~Artwork~~Art installed on City owned or managed buildings~~, reserves, and locations~~ or land, where the Public ~~Artwork~~Art is the property of the City ~~by special arrangement~~.

2.2. This Policy does not apply to ~~artwork covered by the provisions of Council Policy 'Urban Art'.~~ artworks on State or Federal Government buildings or privately owned property or infrastructure. Specific agreements can be put in place for such buildings by arrangement.

3. DEFINITIONS

Term	Meaning
~~Acquisition~~	~~the obtaining of ownership of a Public Artwork through commissions, developer contributions, donations, prizes and community art projects~~
Artist	~~professional~~Professional artists, experienced community artists or arts groups eligible to carry out ~~Public Artwork~~artwork projects. This may be in conjunction with community organisations
~~Decommission~~	~~the removal or relocation of a Public Artwork~~
~~Policy~~	~~this City of Busselton Council policy titled "Public Artwork"~~
Public ~~Artwork~~Art	~~a~~A permanent, temporary or ephemeral work of ~~artwork~~art located in a public area created by an Artist or developed under the guidance of an Artist. This includes 2D or 3D objects
City	City of Busselton
Policy	This City of Busselton Council policy titled "Public Art"

4. STRATEGIC CONTEXT

~~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. 2.5: Facilitate events and cultural experiences that provide social connection.~~

Strategic Theme	Strategic Priority
Key Theme 2: LIFESTYLE	2.5: Facilitate events and cultural experiences that provide social connection

Key Theme 3: OPPORTUNITY	3.1: Work with key partners to facilitate the activation of our town centres, creating vibrant destinations and consumer choice

5. POLICY STATEMENT

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a. reflect and promote the lifestyles, heritage and culture of the community;
b. encourage community connection, reflection, inspiration, celebration and well-being as an expression of creativity;
c. invigorate and create vibrancy in places and spaces; and
d. support and promote regional creative and arts industries.

~~5.2. Consultation in relation to the Acquisition of Public Artwork will occur with impacted stakeholders where required.~~

~~5.3. Public Artwork will only be Decommissioned where there is a clear justification and with consideration of the potential impacts on stakeholders.~~

5.2. City approval is required for the placement of Public Art.

~~5.4.~~5.3. The ~~Acquisition~~acquisition and ~~Decommissioning~~decommissioning of Public ~~Artwork~~Art by the City will be in accordance with the Public Artwork and Urban Art Guidelines and, where relevant, the City of Busselton Developer Contributions Policy.

5.4. Consultation about the acquisition and installation of Public Art will occur with impacted or key stakeholders.

5.5. Artists will be required to provide a maintenance manual for the Public Art.

5.6. The maintenance of Public Art will be the responsibility of the City.

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6. RELATED DOCUMENTATION / LEGISLATION

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~~6.1.~~6.3. Urban Art Application
~~6.2.~~6.4. City of Busselton Development Contributions Policy (6B Percent for Art Provisions)
~~6.3.~~6.5. Percent for Art Step by Step Guidelines

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	**DATE**	~~12 February 2020~~	**Resolution #**	~~C2002/036~~
Previous Adoption	**DATE**	12 February 2020~~14 March 2018~~	**Resolution #**	C2002/036~~C1803/039~~

City of Busselton
Geographe Bay

LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY
FOR THE MONTH OF APRIL 2024

CHEQUE PAYMENTS	119952 - 119964	83,036.23
ELECTRONIC TRANSFER PAYMENTS	102211 - 102818	7,549,508.38
TRUST ACCOUNT	EFT# TR000042 - TR000046	46,494.47
PAYROLL	01.04.2024 - 30.04.2024	2,756,104.56
INTERNAL PAYMENT VOUCHERS	DD #5670 - 5708	809,955.88
		11,245,099.52

CHEQUE PAYMENTS APRIL 2024

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
10/04/2024	119958	ARTGEO PETTY CASH	PETTY CASH REIMBURSEMENT	66.95
10/04/2024	119959	BOND ADMINISTRATOR	AGED HOUSING BONDS	870.86
10/04/2024	119956	CITY OF BUSSELTON	PETTY CASH REIMBURSEMENT	303.70
17/04/2024	119962	COMMISSIONER OF STATE REVENUE	RATES REFUND	68.56
10/04/2024	119957	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	327.00
10/04/2024	119960	L TUFFIELD	REFUND OF DOG STERALISATION	150.00
10/04/2024	119953	LANDGATE CUSTOMER ACCOUNT	LANDGATE LEASE REGISTRATION	203.00
30/04/2024	119963	LANDGATE CUSTOMER ACCOUNT	LANDGATE LEASE REGISTRATION	203.00
10/04/2024	119952	PETER AND JENNY STARK	VEGETATION PROTECTION GRANT	1,085.38
10/04/2024	119955	SHIRE OF CAPEL	LONG SERVICE LEAVE CLAIM	13,171.82
10/04/2024	119954	THE OWNERS OF DUNSBOROUGH PARK SHOPPING CENTRE	STRATA LEVIES	6,668.72
17/04/2024	119961	WATER CORPORATION	WATER SERVICES	7,726.47
30/04/2024	119964	WATER CORPORATION	WATER SERVICES	52,190.77
				83,036.23

EFT PAYMENTS APRIL 2024

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
3/04/2024	102294	A & D NORTHAN	BJTP REFUND	115.65
17/04/2024	102636	A PEAKE	BJTP REFUND	104.00
10/04/2024	102476	A WHITTAKER	REFUND OF NCC MEMBERSHIP	536.00
10/04/2024	102483	AARO GROUP PTY LTD	STORMWATER PIPE RELINING - BUSSELTON AND DUNSBOROUGH AREAS	73,946.24
10/04/2024	102484	AARON AHTONG	STAFF REIMBURSEMENT	4,385.08
3/04/2024	102315	ABBY MURRAY PHOTOGRAPHY	PHOTOGRAPHY SERVICES	660.00
17/04/2024	102563	ABEC ENVIRONMENTAL CONSULTING PTY LTD	ENVIRONMENTAL CONSULTING	11,506.00
3/04/2024	102252	ACCENDO AUSTRALIA PTYLTD	ENVIRONMENTAL SERVICES	385.00
3/04/2024	102247	ACTING UP ACADEMY OF PERFORMING ARTS	REFUND OF BOND APPLICATION	500.00
17/04/2024	102753	ACTIV FOUNDATION INC	MOWING SERVICES AND MAINTENANCE	53,096.18
17/04/2024	102614	ACTIVTEC SOLUTIONS	SERVICES & REPAIRS TO MEDICAL EQUIPMENT	188.56
17/04/2024	102516	ACURIX NETWORKS	INTERNET WIFI ACCESS	3,996.65
3/04/2024	102327	ADRIAN FISHER	STAFF REIMBURSEMENT	10.00
17/04/2024	102593	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS	757.32
17/04/2024	102610	ADVANCED HEARING WA PTY LTD	HEARING ASSESSMENT	110.00
3/04/2024	102259	ADVANCED SEALING TRUST	MAINTENANCE SERVICES	924.00
17/04/2024	102579	ADVANCED SEALING TRUST	MAINTENANCE SERVICES	550.00
17/04/2024	102550	ALASTAIR TAYLOR	ART SALES	12.60
10/04/2024	102467	ALINTA ENERGY	ELECTRICITY	132.55
17/04/2024	102557	ALINTA ENERGY	ELECTRICITY	535.10
24/04/2024	102800	ALINTA ENERGY	ELECTRICITY	28.25
17/04/2024	102620	ALISON BURTON	ART SALES	26.60
17/04/2024	102520	ALL WEST BUILDING APPROVALS PTY LTD	BUILDING APPLICATION ASSESSMENTS	825.00
17/04/2024	102701	ALLIED FORKLIFTS PTY LTD	FORKLIFT SALES AND SERVICE	207.77
17/04/2024	102537	ALPHA PEST ANIMAL SOLUTIONS	FOX BAITING	1,364.00
3/04/2024	102263	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	1,027.63
17/04/2024	102721	ALSAN SWEEPING & SCRUBBING	CARPARK SWEEPING SERVICES	2,112.00
17/04/2024	102619	ALTUS GROUP CONSULTING PTY LTD	COST MANAGEMENT SERVICES	4,400.00
3/04/2024	102389	AMITY SIGNS	SIGNAGE SERVICES	84.70
17/04/2024	102527	ANNABEL SMITH	WORKSHOP FACILITATOR	1,216.00
3/04/2024	102217	ARBOR GUY	TREE MAINTENANCE SERVICES - LAGOON DRIVE, YALLINGUP	28,815.60
17/04/2024	102510	ARBOR GUY	TREE MAINTENANCE SERVICES - WHITTLE ROAD, YALLINGUP	66,070.40
3/04/2024	102254	ARM SECURITY	SECURITY SYSTEMS SUPPLY AND MONITERING	271.56
17/04/2024	102569	ARM SECURITY	SECURITY SYSTEMS SUPPLY AND MONITERING	407.34
17/04/2024	102771	ASB MARKETING PTY LTD	MARKETING SERVICES	281.34
17/04/2024	102682	ATTEKUS	ONLINE BOOKING, EVENT SOFTWARE	6,557.03
17/04/2024	102521	AUSQ TRAINING	TRAINING SERVICES	3,032.00
17/04/2024	102669	AUSTRALIA AND NEW ZEALAND RECYCLING PLATFORM LTD	E-WASTE COLLECTION	4,209.45
17/04/2024	102746	AUSTRALIA POST	POSTAL SERVICE	1,528.95
3/04/2024	102326	AUSTRALIAN AGRIBUSINESS (HOLDINGS) PTY LTD	PESTICIDES	10,769.00
17/04/2024	102693	AUSTRALIAN AGRIBUSINESS (HOLDINGS) PTY LTD	PESTICIDES	10,395.00
17/04/2024	102723	AUSTRALIAN SURVEY RESEARCH GROUP PTY LTD	SURVEY MANAGER BUSINESS PLAN	3,125.00
4/04/2024	102427	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	282,759.00
18/04/2024	102491	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	267,937.00
3/04/2024	102302	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	1,184.85
17/04/2024	102666	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	1,077.65
17/04/2024	102768	AVIS SOUTHWEST RENTALS	VEHICLE RENTAL SERVICES	2,271.31
17/04/2024	102534	AZILITY	IT SOFTWARE	1,375.00
3/04/2024	102387	B & B STREET SWEEPING	STREET SWEEPING SERVICE	37,069.26
17/04/2024	102755	B & B STREET SWEEPING	STREET SWEEPING SERVICE	11,190.39
17/04/2024	102657	B & F PLUMMER	CROSSOVER CONTRIBUTION	323.80
3/04/2024	102293	B & S PELHAM	BJTP REFUND	176.60
17/04/2024	102654	B GREEN	CROSSOVER CONTRIBUTION	118.20
17/04/2024	102601	BAKED BUSSELTON	CATERING	1,143.40
17/04/2024	102629	BARBARA WEEKS	ART SALES	56.00
3/04/2024	102243	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	17,203.95
17/04/2024	102549	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES - HILTON CARPARK LIGHTS, ADMIN CARPARK LIGHTS	67,732.41
24/04/2024	102799	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	2,547.40
3/04/2024	102384	BAY SIGNS	SIGNAGE SERVICES	1,502.41
17/04/2024	102752	BAY SIGNS	SIGNAGE SERVICES	488.51
17/04/2024	102577	BAYTHE LINEN AND LAUNDRY	SUPPLY OF CLEAN LINEN	269.19
17/04/2024	102514	BEACON EQUIPMENT	PLANT MAINTENANCE EQUIPMENT	1,126.50
3/04/2024	102346	BEYOND SAFETY	PROTECTIVE CLOTHING SUPPLIER	254.65
17/04/2024	102775	BG & E PTY LTD	BUSSELTON JETTY VISUAL INSPECTION	32,324.60
3/04/2024	102305	BING TECHNOLOGIES PTY LTD	MAILING SERVICES	178.29
17/04/2024	102670	BING TECHNOLOGIES PTY LTD	MAILING SERVICES	1,117.29
17/04/2024	102631	BIO SOIL SOLUTIONS	LIQUID SOIL SOLUTIONS	11,660.00

City of Busselton
Geographe Bay

LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY
FOR THE MONTH OF APRIL 2024

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		11,245,099.52

3/04/2024	102382	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	684.97
17/04/2024	102750	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	938.08
17/04/2024	102555	BLUEWATER PRINT	PRINTED MATERIALS	627.00
3/04/2024	102361	BOARD CONNEXIONS	STRATEGY WORKSHOP BUSSELTON JETTY	2,393.27
3/04/2024	102369	BOC GASES AUSTRALIA LTD	GAS SERVICES	68.11
17/04/2024	102729	BOC GASES AUSTRALIA LTD	GAS SERVICES	2,540.89
3/04/2024	102222	BRIDGESTONE	TYRE SERVICES	66.88
26/04/2024	102818	BROAD CONSTRUCTION PTY LTD	CONSTRUCTION SERVICES	1,351,440.89
3/04/2024	102233	BROADWATER MEDICAL CENTRE	MEDICAL SERVICES	24.00
3/04/2024	102219	BUNBURY SUBARU	VEHICLE PURCHASES / SERVICES / PARTS	55,949.35
10/04/2024	102462	BUNBURY SUBARU	VEHICLE PURCHASES / SERVICES / PARTS	38,746.11
17/04/2024	102513	BUNBURY TELECOM SERVICE PTY LTD	MAINTENANCE SERVICES	550.00
3/04/2024	102390	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	767.20
17/04/2024	102758	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	2,640.28
3/04/2024	102273	BUSSELTON ADVANCED DRIVER TRAINING	DRIVER TRAINING	340.00
17/04/2024	102598	BUSSELTON ADVANCED DRIVER TRAINING	DRIVER TRAINING	3,095.00
17/04/2024	102518	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	1,824.90
17/04/2024	102761	BUSSELTON BITUMEN SERVICE	EARTHMOVING SERVICES	1,650.00
24/04/2024	102813	BUSSELTON BOWLING CLUB INC	COMMUNITY BID	2,200.00
3/04/2024	102299	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	966.79
17/04/2024	102664	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	1,139.13
17/04/2024	102544	BUSSELTON EQUIPMENT HIRE	SMALL PLANT HIRE	720.00
17/04/2024	102506	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	1,185.98
3/04/2024	102395	BUSSELTON JETTY INC.	CONSULTANCY SERVICES	8,802.00
17/04/2024	102608	BUSSELTON LOCAL ORGANISING COMMITTEE INC	IRONMAN 2023/2024	2,000.00
3/04/2024	102220	BUSSELTON LOCKSMITH	SECURITY SUPPLIES	104.50
17/04/2024	102745	BUSSELTON MOTORS (MITSUBISHI/MAZDA)	VEHICLE PURCHASES / SERVICES / PARTS	755.30
17/04/2024	102685	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	990.00
24/04/2024	102804	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	2,414.00
17/04/2024	102740	BUSSELTON RETRAVISION	ELECTRICAL SERVICES	219.00
17/04/2024	102538	BUSSELTON RUNNERS CLUB INC	SPONSORSHIP	6,000.00
17/04/2024	102748	BUSSELTON SENIOR CITIZENS CENTRE	QUARTERLY DONATION PAYMENT	27,909.15
3/04/2024	102226	BUSSELTON SQUASH CLUB	COMMUNITY ASSISTANCE PROGRAM	9,000.00
3/04/2024	102391	BUSSELTON STATE EMERGENCY SERVICE	PETTY CASH REIMBURSEMENT	1,308.35
17/04/2024	102552	BUSSELTON STOCKFEEDS & PET SUPPLIES	ANIMAL SUPPLIES	184.50
17/04/2024	102562	BUSSELTON TOWING SERVICE	TOWING SERVICES	940.00
17/04/2024	102727	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	371.76
3/04/2024	102367	BUSSELTON WATER	WATER SERVICES	17,007.80
24/04/2024	102811	BUSSELTON WATER	WATER SERVICES	760.68
3/04/2024	102397	BUSSELTON WELDING SERVICES	WELDING SERVICES	852.50
17/04/2024	102766	BUSSELTON WELDING SERVICES	WELDING SERVICES	440.00
3/04/2024	102230	CADILLAC LASALLE CLUB OF AUSTRALIA	EVENT SPONSORSHIP PROGRAM	3,000.00
3/04/2024	102368	CALLOWS CORNER NEWSAGENCY	STATIONERY SUPPLIER	168.30
17/04/2024	102728	CALLOWS CORNER NEWSAGENCY	STATIONERY SUPPLIER	492.05
17/04/2024	102624	CAROL MULHEARN - ART SALES	ART SALES	64.00
17/04/2024	102717	CATHERINE MILLER	ART SALES	113.85
3/04/2024	102275	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	19,864.91
17/04/2024	102600	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	14,726.80
3/04/2024	102405	CBRE (GWSLA) PTY LTD	AIR CONDITIONING SERVICES	15,787.10
17/04/2024	102773	CBRE (GWSLA) PTY LTD	AIR CONDITIONING SERVICES	7,110.66
17/04/2024	102720	CENTRE FOR ENVIRONMENTAL TRAINING	TRAINING SERVICES	7,524.00
3/04/2024	102318	CHRIS GODDEN	LAWN MOWING	1,350.00
17/04/2024	102609	CHRISEA DESIGNS	ART SALES	199.50
24/04/2024	102816	CHRISTINE McGRATH	STAFF REIMBURSEMENT	553.64
3/04/2024	102393	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	4,583.55
17/04/2024	102763	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	2,685.59
4/04/2024	102422	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	1,957.18
18/04/2024	102486	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	1,957.18
4/04/2024	102428	CITY OF BUSSELTON PAYROLL	PAYROLL DEDUCTIONS REALLOCATION	4,832.92
18/04/2024	102492	CITY OF BUSSELTON PAYROLL	PAYROLL DEDUCTIONS REALLOCATION	4,613.39
4/04/2024	102423	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	186.00
18/04/2024	102487	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	180.00
4/04/2024	102430	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	200.00
18/04/2024	102494	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	196.00
17/04/2024	102730	CJD EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	20.15
3/04/2024	102399	CLEANAWAY	WASTE MANAGEMENT SERVICES	132.06
17/04/2024	102769	CLEANAWAY	WASTE MANAGEMENT SERVICES	2,829.81
24/04/2024	102815	CLEANAWAY	WASTE MANAGEMENT SERVICES	97,603.24
17/04/2024	102739	CLEANAWAY EQUIPMENT SERVICES	MAINTENANCE PARTS WASHER	1,020.80
3/04/2024	102253	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	1,131.70
17/04/2024	102567	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	71.59
3/04/2024	102213	CLEVERPATCH	VACATION CARE SUPPLIES	51.11
3/04/2024	102406	COCA COLA - AMATIL PTY LTD	GLC KIOSK PURCHASES	1,708.34
17/04/2024	102774	COCA COLA - AMATIL PTY LTD	GLC KIOSK PURCHASES	1,330.33
3/04/2024	102394	COLES	FOOD AND BEVERAGE SUPPLIES	***334.50***
		ART GEO - CARD #4115	FOOD AND BEVERAGE SUPPLIES	27.30
		GLC - CARD #1557	FOOD AND BEVERAGE SUPPLIES	63.80
		GLC - CARD #8369	FOOD AND BEVERAGE SUPPLIES	22.80
		GLC - CARD #8369	FOOD AND BEVERAGE SUPPLIES	122.90
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	51.20
		YOUTH SERVICES - CARD #9827	FOOD AND BEVERAGE SUPPLIES	46.50
10/04/2024	102485	COLES	FOOD AND BEVERAGE SUPPLIES	***784.57***
		BUSSELTON LIBRARY - CARD #9186	FOOD AND BEVERAGE SUPPLIES	61.90
		GLC - CARD #1557	FOOD AND BEVERAGE SUPPLIES	133.84
		GLC - CARD #9902	FOOD AND BEVERAGE SUPPLIES	139.30
		YOUTH SERVICES - CARD #7933	FOOD AND BEVERAGE SUPPLIES	84.40

City of Busselton
Geographe Bay

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		YOUTH SERVICES - CARD #7933	FOOD AND BEVERAGE SUPPLIES	56.91
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	117.05
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	191.17
17/04/2024	102764	COLES	FOOD AND BEVERAGE SUPPLIES	***722.09***
		GLC - CARD #8369	FOOD AND BEVERAGE SUPPLIES	104.90
		GLC - CARD #9902	FOOD AND BEVERAGE SUPPLIES	129.15
		GLC - CARD #9902	FOOD AND BEVERAGE SUPPLIES	120.15
		NCC - CARD #0985	FOOD AND BEVERAGE SUPPLIES	103.70
		YOUTH SERVICES - CARD #7933	FOOD AND BEVERAGE SUPPLIES	38.30
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	54.59
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	18.20
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	153.10
24/04/2024	102814	COLES	FOOD AND BEVERAGE SUPPLIES	***708.06***
		ART GEO - CARD #4115	FOOD AND BEVERAGE SUPPLIES	70.00
		GLC - CARD #1557	FOOD AND BEVERAGE SUPPLIES	73.98
		GLC - CARD #1557	FOOD AND BEVERAGE SUPPLIES	31.90
		GLC - CARD #8369	FOOD AND BEVERAGE SUPPLIES	261.40
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	76.70
		YOUTH SERVICES - CARD #8748	FOOD AND BEVERAGE SUPPLIES	194.08
3/04/2024	102234	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	153.00
10/04/2024	102466	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	298.00
17/04/2024	102543	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	887.80
3/04/2024	102216	COMBINED TEAM SERVICES	TRAINING SERVICES	2,200.00
3/04/2024	102370	COMMERCIAL CLEANING EQUIPMENT	CLEANING EQUIPMENT SUPPLIER	2,751.45
17/04/2024	102586	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER	1,020.70
17/04/2024	102498	CONCRETO	MEELUP BEACH ARTWORK PAVING	49,164.50
10/04/2024	102478	CONFIDENTIAL LISTING	SEE ATTACHED	-
3/04/2024	102270	CONNECTIVA PTY LTD	INFORMATION TECHNOLOGY SUPPLIER	3,080.00
17/04/2024	102564	CORSIGN WA PTY LTD	SIGNAGE AND TRAFFIC ACCESSORIES	7,795.70
3/04/2024	102348	CR. ANDREW MACNISH	COUNCILLOR PAYMENT	3,088.14
3/04/2024	102306	CR. ANNE RYAN	COUNCILLOR PAYMENT	5,065.45
3/04/2024	102345	CR. JARROD KENNEDY	COUNCILLOR PAYMENT	3,187.85
3/04/2024	102304	CR. JODIE RICHARDS	COUNCILLOR PAYMENT	3,088.14
3/04/2024	102280	CR. KATHERINE COX	COUNCILLOR PAYMENT	3,088.14
3/04/2024	102307	CR. MIKAYLA LOVE	COUNCILLOR PAYMENT	2,739.18
3/04/2024	102282	CR. PHIL CRONIN	COUNCILLOR PAYMENT	12,397.03
3/04/2024	102363	CR. RICHARD BEECROFT	COUNCILLOR PAYMENT	3,088.14
3/04/2024	102351	CR. VALERIE KAIGG	COUNCILLOR PAYMENT	3,088.14
3/04/2024	102227	CRANEFORD PLUMBING PTY LTD	PLUMBING SERVICES	6,493.04
17/04/2024	102526	CRANEFORD PLUMBING PTY LTD	WATER MAIN MAINTENANCE CNR STRELLY & BENSTEAD ROAD	55,286.03
3/04/2024	102404	CROSS SECURITY SERVICES	SECURITY SERVICES	478.50
17/04/2024	102602	CS LEGAL	LEGAL RECOVERY ON RATING DEBTS	3,935.00
17/04/2024	102587	CURLY'S REMOVALS	FURNITURE TRANSPORT	90.00
17/04/2024	102655	D & K CALDWELL	CROSSOVER CONTRIBUTION	323.80
3/04/2024	102295	D & V SPRY	BJTP REFUND	81.15
17/04/2024	102651	D ENGLISH & A DAY	CROSSOVER CONTRIBUTION	167.90
17/04/2024	102647	DAMIEN SHAUN CURNUCK	REFUND OF APPLICATION	147.00
17/04/2024	102497	DATA 3	COMPUTER SOFTWARE SUPPLIER	25,779.05
3/04/2024	102392	DAVID MILDWATERS ELECTRICAL	MAINTENANCE SERVICES	2,577.10
17/04/2024	102558	DENADA SURVEYS PTY LTD	SURVEYING SERVICES	770.00
17/04/2024	102504	DENNIS HADDON	ART SALES	35.00
3/04/2024	102212	DEPARTMENT OF PREMIER & CABINET STATE LAW PUBLISHER	LEGAL PUBLICATIONS	285.60
17/04/2024	102511	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	1,502.90
4/04/2024	102429	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	1,757.20
18/04/2024	102493	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	1,757.20
17/04/2024	102622	DEVLYN CONSTRUCTIONS PTY LTD	CONSTRUCTION SERVICES	7,647.53
3/04/2024	102353	DOMESHELTER AUSTRALIA PTY LTD	ENGINEERED DOME SHELTER	47,438.16
24/04/2024	102801	DONALD CANT WATTS CORKE (WA) PTY LTD	CONSULTANCY SERVICES	23,309.00
3/04/2024	102291	DOOR HARDWARE SOLUTIONS	HARDWARE SUPPLIES	882.56
17/04/2024	102675	DOROTHY ROBINSON	ART SALES	93.60
17/04/2024	102580	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS	964.22
3/04/2024	102250	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	169.09
17/04/2024	102560	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	2,228.90
17/04/2024	102618	DOWN SOUTH WHOLESALE	CONSUMABLES FOR BJTP	358.34
17/04/2024	102733	DUCHESS MEDICAL PRACTICE	MEDICAL SERVICES	89.70
3/04/2024	102374	DUNSBOROUGH VOLUNTEER BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	540.83
17/04/2024	102767	DUNSBOROUGH & DISTRICTS PROGRESS ASSOC INC.	EVENT SPONSORSHIP PROGRAM	7,500.00
3/04/2024	102261	DUNSBOROUGH COMMUNITY MEN'S SHED	POSSUM BOXES	197.70
3/04/2024	102215	DUNSBOROUGH CRICKET CLUB	REFUND OF KEY BOND	300.00
3/04/2024	102401	DUXTON HOTEL	ACCOMMODATION	205.00
17/04/2024	102539	DYMOCKS - BUSSELTON	LIBRARY RESOURCES	419.40
17/04/2024	102637	E & J SLADE	BJTP REFUND	965.00
3/04/2024	102276	EARTH AND STONE WA	WAR MEMORIAL CIVIL WORKS	29,395.85
10/04/2024	102472	EARTH AND STONE WA	SEDIMENT REMOVAL & TRANSPORT	82,984.00
17/04/2024	102605	EARTH AND STONE WA	PERON AVE DRAINAGE, WAR MEMORIAL CIVIL WORKS	176,334.00
4/04/2024	102424	EASI PACKAGING	SALARY PACKAGING SERVICE	20,600.13
18/04/2024	102488	EASI PACKAGING	SALARY PACKAGING SERVICE	21,167.24
3/04/2024	102265	EIS CONTROL PTYLTD	ELECTRICAL SERVICES	2,131.69
3/04/2024	102298	ELEMENT ADVISORY PTY LTD	HERITAGE ADVISORY SERVICES	16,241.50
3/04/2024	102320	ELITE BUSINESS PERFORMANCE PTY LTD	CONSULTING SERVICES	2,433.75
10/04/2024	102480	ELITE BUSINESS PERFORMANCE PTY LTD	CONSULTING SERVICES	1,254.00
17/04/2024	102591	ELIZABETH BINT	ART SALES	26.25
17/04/2024	102499	ELLIOTTS FILTRATION	IRRIGATION & FILTRATION SERVICES	2,046.00
3/04/2024	102402	EMERGE OFFICE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING	475.20
3/04/2024	102342	EMERGINATION	TIME MANAGEMENT WORKSHOPS	5,390.10
3/04/2024	102357	ENVIRO PIPES PTY LTD	DRAINAGE PIPES - CHAPMAN STREET	24,024.00

City of Busselton
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LISTING OF PAYMENTS MADE
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FOR THE MONTH OF APRIL 2024

CHEQUE PAYMENTS	119952 - 119964	83,036.23
ELECTRONIC TRANSFER PAYMENTS	102211 - 102818	7,549,508.38
TRUST ACCOUNT	EFT# TR000042 - TR000046	46,494.47
PAYROLL	01.04.2024 - 30.04.2024	2,756,104.56
INTERNAL PAYMENT VOUCHERS	DD #5670 - 5708	809,955.88
		11,245,099.52

3/04/2024	102225	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	3,228.92
17/04/2024	102522	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	1,026.09
17/04/2024	102496	ENVIRONMENTAL HEALTH AUSTRALIA (WA)	TRAINING SERVICES	4,587.00
17/04/2024	102590	ESPLANADE HOTEL - BUSSELTON	ACCOMMODATION	240.00
17/04/2024	102532	ESPLANADE HOTEL FREMANTLE BY RYDGES	ACCOMMODATION	361.00
10/04/2024	102473	ESPRESSO MEDIC	COFFEE MACHINGS SALES AND SERVICING	601.70
17/04/2024	102573	ESSENTIAL COFFEE PTY LTD	LIBRARY RESOURCES	194.14
3/04/2024	102238	EVERETT'S HOME AND YARD MAINTENANCE	MAINTENANCE SERVICES	4,845.00
17/04/2024	102784	EXTERIA	INFRASTRUCTURE SERVICES	6,193.00
17/04/2024	102623	FAIRTEL PTY LTD	TELECOMMUNICATION SERVICES	173.98
17/04/2024	102606	FINAL TOUCH AUSTRALIA	CEMETERY MEMORIAL PRODUCTS	404.55
10/04/2024	102481	FLEUR FERGUSON	STAFF REIMBURSEMENT	57.90
17/04/2024	102789	FRED ROSE EXCAVATOR HIRE	EARTHMOVING - WASTE FACILITY & ROADWORKS	8,470.00
3/04/2024	102258	FRESH AS	REFRESHMENTS	363.25
17/04/2024	102578	FRESH AS	REFRESHMENTS	189.55
3/04/2024	102241	FRONTLINE FIRE & RESCUE EQUIPMENT	EMERGENCY RESPONSE EQUIPMENT	882.64
24/04/2024	102797	FULTON HOGAN INDUSTRIES PTY LTD	BUSSELTON MARGARET RIVER AIRPORT ROAD SURFACE TREATMENT	451,282.04
17/04/2024	102656	G CULLEY	CROSSOVER CONTRIBUTION	161.10
17/04/2024	102744	GALVINS PLUMBING PLUS	PLUMBING SUPPLIES	94.05
3/04/2024	102321	GARY LEE ELECTRICAL	ELECTRICAL SERVICES	672.34
17/04/2024	102688	GARY LEE ELECTRICAL	ELECTRICAL SERVICES	495.00
17/04/2024	102679	GENERATORS AUSTRALIA PTY LTD	HIRE AND SALES OF EQUIPMENT	2,411.34
17/04/2024	102575	GEOBOX PTY LTD	VEHICLE CAMERAS	2,757.70
3/04/2024	102414	GEOGRAPHE BAY YACHT CLUB INC	FUNCTION CENTRE HIRE	6,875.00
3/04/2024	102409	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	641.90
17/04/2024	102777	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	137.00
17/04/2024	102731	GEOGRAPHE TIMBER & HARDWARE	HARDWARE SUPPLIES	210.90
17/04/2024	102718	GEORGIA ZORIC CERAMICS	ART SALES	2,259.00
24/04/2024	102803	GLOBAL RETAIL BRANDS AUSTRALIA PTY LTD	KITCHEN HOMEWARES	491.84
3/04/2024	102246	GLOBAL SYNTHETICS PTY LTD	GEOGRID - COMMONAGE ROAD	52,118.95
17/04/2024	102529	GRACE RECORDS MANAGEMENT (AUSTRALIA) PTY LTD	STORAGE SERVICES	1,008.70
3/04/2024	102333	GRADY ALCORN	MUSICAL PERFORMANCE	300.00
3/04/2024	102214	GREG HOOD	STAFF REIMBURSEMENT	800.00
10/04/2024	102461	GREG JAMES SCULPTURE	ART SALES	1.08
3/04/2024	102251	GUARDIAN FIRST AID & FIRE	SAFETY SUPPLIES	211.20
3/04/2024	102312	HARCHER	HOSPITALITY EQUIPMENT SUPPLIER	1,929.80
17/04/2024	102677	HARCHER	HOSPITALITY EQUIPMENT SUPPLIER	8,148.15
17/04/2024	102626	HARRISON EDMONDS	YOUTH DJ SKILLS WORKSHOP	600.00
17/04/2024	102708	HART SPORT	SPORT EQUIPMENT SUPPLIER	325.50
3/04/2024	102290	HARVEY NORMAN BUSSELTON	FURNITURE	3,765.00
3/04/2024	102334	HARVEY NORMAN BUSSELTON	COMPUTER AND ELECTRICAL	1,022.00
17/04/2024	102698	HARVEY NORMAN BUSSELTON	COMPUTER AND ELECTRICAL	248.00
17/04/2024	102715	HATCH PTY LTD	URBAN DESIGN AND PLANNING	5,285.57
3/04/2024	102324	HERRON TODD WHITE PTY LTD	PROPERTY VALUATIONS	1,595.00
17/04/2024	102662	HERSEY 'S SAFETY PTY LTD	TIMBER AND HARDWARE	19,998.00
3/04/2024	102418	HIP POCKET WORK WEAR AND SAFETY	UNIFORMS & PROTECTIVE CLOTHING	*1,067.80*
17/04/2024	102788	HIP POCKET WORK WEAR AND SAFETY	UNIFORMS & PROTECTIVE CLOTHING	1,815.95
3/04/2024	102221	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	8,071.35
3/04/2024	102376	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	1,565.08
10/04/2024	102463	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	1,306.47
17/04/2024	102512	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	14,251.31
17/04/2024	102642	HOUSING AUTHORITY	REFUND OF RATE OVERPAYMENT	738.42
17/04/2024	102643	HOUSING AUTHORITY	REFUND OF RATE OVERPAYMENT	738.42
17/04/2024	102689	ICAM AUSTRALIA PTY LTD	TRAINING SERVICES	2,292.47
17/04/2024	102595	ILLION AUSTRALIA PTY LTD	TENDER ADVERTISING AND MANAGEMENT	163.33
17/04/2024	102554	IMAGE ON LINE	MARKETING SERVICES	591.25
17/04/2024	102706	INFLATABLE ENTERTAINMENT PERTH PTY LTD	BUBBLE SOCCER	1,650.00
17/04/2024	102667	INTELLITRAC	GPS TRACKING DEVICES	673.20
17/04/2024	102762	IPWEA WA	TRAINING SERVICES	1,450.00
10/04/2024	102477	J PROPATO	REFUND DOG REGISTRATION	150.00
17/04/2024	102659	J ROLFE	CROSSOVER CONTRIBUTION	205.10
17/04/2024	102649	J RUDLAND & G PECZKA	CROSSOVER CONTRIBUTION	195.00
3/04/2024	102330	J WILLIAMSON & D GARDNER	BIO DIVERSITY RATE REBATE	1,052.91
3/04/2024	102398	JACK IN THE BOX CORPORATION PTY LTD	MARKETING SERVICES	6,825.50
3/04/2024	102232	JACKSON MCDONALD	LEGAL SERVICES	900.90
17/04/2024	102533	JACQUELINE HAPP	STAFF REIMBURSEMENT	138.00
3/04/2024	102278	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	272.56
17/04/2024	102584	JAN ROBERTS	ART SALES	160.00
17/04/2024	102719	JANE TETLEY INTUITIVE BABY MASSAGE	BABY MASSAGE CLASS	400.00
17/04/2024	102695	JANINE OXENHAM	PRODUCER / ARTIST	870.00
3/04/2024	102262	JDM EARTHWORKS	STONEWORK SERVICES	7,425.00
17/04/2024	102585	JDM EARTHWORKS	STONEWORK SERVICES	5,940.00
17/04/2024	102570	JENNIFER BROWN	ART SALES	132.00
3/04/2024	102335	JESSICA J LEEBOLD	PHOTOGRAPHY	1,650.00
3/04/2024	102277	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	363.00
17/04/2024	102540	JIMS FIRST	HARDWARE SUPPLIES	58.50
4/04/2024	102425	JMW REAL ESTATE	T NOTTLE RENT	1,900.00
18/04/2024	102489	JMW REAL ESTATE	T NOTTLE RENT	1,900.00
17/04/2024	102645	JMW REAL ESTATE - REBA TRUST ACCOUNT	REFUND OF RATE OVERPAYMENT	2,712.00
10/04/2024	102482	JOSEPHINE TAYLOR	STAFF REIMBURSEMENT	91.53
24/04/2024	102805	JOSEPHINE TAYLOR	STAFF REIMBURSEMENT	108.50
17/04/2024	102660	JOSHUA FOLEY	CARPENTRY AND BUILDING MAINTENANCE	5,136.84
3/04/2024	102352	JS CONSULTING	CONSULTING SERVICES	1,400.00
3/04/2024	102415	JUICE PRINT	PRINTING SERVICES	1,521.08
17/04/2024	102607	JULIE GUTHRIDGE	ART SALES	87.50
17/04/2024	102641	K MURRAY	BJTP REFUND	99.00

City of Busselton
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ELECTRONIC TRANSFER PAYMENTS	102211 - 102818	7,549,508.38
TRUST ACCOUNT	EFT# TR000042 - TR000046	46,494.47
PAYROLL	01.04.2024 - 30.04.2024	2,756,104.56
INTERNAL PAYMENT VOUCHERS	DD #5670 - 5708	809,955.88
		11,245,099.52

17/04/2024	102592	KANGA HOSTING AUSTRALIA	WEBSITE HOSTING SERVICES	130.00
24/04/2024	102809	KASEYA US, LLC	IT MAINTENANCE	13,027.87
10/04/2024	102464	KATE WILLOTT	STAFF REIMBURSEMENT	410.55
17/04/2024	102625	KAY MANOLAS	ART SALES	14.00
17/04/2024	102732	KD POWER & CO	MAINTENANCE SERVICES	4,623.58
24/04/2024	102796	KEEN TRUCK DRIVER TRAINING	TRUCK LICENCE TRAINING	9,100.00
10/04/2024	102460	KERRY HILL ARCHITECTS	ARCHITECTURAL SERVICES - SALTWATER	59,702.89
3/04/2024	102257	KITCHEN TAKEOVERS	CATERING	693.00
17/04/2024	102757	KLEENHEAT GAS	GAS SERVICES	1,836.92
3/04/2024	102266	KMART BUSSELTON	RETAIL HOME WARES	335.80
17/04/2024	102589	KMART BUSSELTON	RETAIL HOME WARES	67.00
3/04/2024	102332	KOMATSU AUSTRALIA	VEHICLE PURCHASE AND PARTS	258.36
26/04/2024	102817	KOMATSU AUSTRALIA	VEHICLE PURCHASE AND PARTS	1,902.14
17/04/2024	102658	L & E DUCASSE	CROSSOVER CONTRIBUTION	134.00
17/04/2024	102686	LAND & WATER CONSULTING	AUDIT SERVICES	1,925.00
17/04/2024	102501	LANDGATE	CAVEAT FEE	61.00
17/04/2024	102735	LANDGATE	LAND INFORMATION AND TITLE SEARCHES	5,218.50
17/04/2024	102741	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	6,697.02
17/04/2024	102716	LARRIKIN HOUSE PTY LTD	LIBRARY RESOURCES	54.00
17/04/2024	102702	LAUNDRY INVESTMENTS INVESTMENTS	DRYCLEANING AND LINEN HIRE SERVICES	56.55
17/04/2024	102663	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	3,906.64
3/04/2024	102322	LD TOTAL	LANDSCAPING SERVICES	3,265.35
17/04/2024	102690	LD TOTAL	WAR MEMORIAL IRRIGATION SYSTEM, PROVENCE IRRIGATION MAINTENANCE	80,874.64
17/04/2024	102710	LEE WILD	STAFF REIMBURSEMENT	204.25
17/04/2024	102507	LEEUWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES	1,232.00
24/04/2024	102794	LEEUWIN CIVIL PTY LTD	JALBARRAGUP ROAD - SHOULDER WIDENING & RESEALING	237,438.03
17/04/2024	102696	LETHLEAN FIRE AND ENVIRONMENT PTY LTD	ADVICE - WASTE MANAGEMENT & ENVIRONMENT	3,003.00
17/04/2024	102536	LG CONNECT PTY LTD	BUSINESS SYSTEM CONSULTING SERVICES	4,620.00
17/04/2024	102561	LGISWA	WORKER COMPENSATION SERVICES	2,744.68
10/04/2024	102479	LIAM JACKSON	EQUIPMENT HIRE	6,740.00
17/04/2024	102684	LIAM JACKSON	EQUIPMENT HIRE	9,127.25
17/04/2024	102672	LIBERTY OIL AUSTRALIA PTY LTD	FUEL AND LUBRICANTS	16,041.62
17/04/2024	102792	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA DIVISION)	TRAINING SERVICES	775.00
3/04/2024	102284	LOCK AROUND THE CLOCK	SECURITY SERVICES	275.00
17/04/2024	102615	LOCK AROUND THE CLOCK	SECURITY SERVICES	1,815.14
17/04/2024	102547	LOTEX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	241.24
3/04/2024	102264	LUV A LOLLY	CONFECTIONERY	534.60
17/04/2024	102588	LUV A LOLLY	CONFECTIONERY	183.15
3/04/2024	102360	LYPA PTY LTD	PLAYGROUND EQUIPMENT SUPPLY AND INSTALL - LOU WESTERN	14,503.30
17/04/2024	102644	M & H HILLS	REFUND OF RATE OVERPAYMENT	283.02
17/04/2024	102639	M & J ROLLINGS	BJTP REFUND	149.00
17/04/2024	102640	M & K STRAPPS	BJTP REFUND	128.45
17/04/2024	102652	M ITALIANO	CROSSOVER CONTRIBUTION	100.30
10/04/2024	102468	M MORGAN	WATER CHARGES REIMBURSEMENT	849.60
17/04/2024	102648	M WYATT	CROSSOVER CONTRIBUTION	167.90
17/04/2024	102559	MACHINERY WEST PTY LTD	MACHINERY SERVICE AND PARTS	70.60
17/04/2024	102724	MAHOGANY CREEK MARGARET RIVER	BUSH FOODS	190.35
3/04/2024	102316	MALATESTA ROAD PAVING & HOTMIX	ROAD HOTMIX / PAVING SERVICES	2,400.00
17/04/2024	102680	MALATESTA ROAD PAVING & HOTMIX	ROAD HOTMIX / PAVING SERVICES	9,867.00
17/04/2024	102709	MANGLESII CONTRACTING	LANDSCAPING SERVICES - VASSE NEWTOWN	13,163.57
17/04/2024	102524	MARGARET PARKE	ART SALES	35.20
3/04/2024	102235	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	CRUISE SHIP PASSENGERS SERVICES	1,579.00
17/04/2024	102545	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	CONTRIBUTION TOWARDS RAILWAY HOUSE CLEANING	2,711.73
3/04/2024	102229	MARGARET RIVER FENCING	MAINTENANCE SERVICES	2,013.00
17/04/2024	102528	MARGARET RIVER FENCING	MAINTENANCE SERVICES	4,356.00
3/04/2024	102308	MARKET CREATIONS AGENCY	WEBSITE DEVELOPMENT	1,298.00
17/04/2024	102523	MARY EVERUSS	STAFF REIMBURSEMENT	130.00
17/04/2024	102530	MATTHEW SHARP	ART SALES	105.00
17/04/2024	102661	MAYDAY SERVICES	EQUIPMENT HIRE	28,385.50
24/04/2024	102802	MAYDAY SERVICES	EQUIPMENT HIRE	14,861.00
17/04/2024	102785	MCGREGOR WJ & J	MANAGEMENT BUSSELTON JETTY TOURIST PARK	49,913.20
17/04/2024	102687	MDH LIQUID WASTE	LIQUID WASTE SERVICES	684.10
17/04/2024	102553	MERCER CONSULTING (AUSTRALIA) PTY LTD	ANNUAL REMUNERATION SUBSCRIPTION	6,600.00
17/04/2024	102697	MERCURE HOTEL PERTH	ACCOMMODATION	224.00
17/04/2024	102700	MERLE DAVIS	ART SALES	108.50
17/04/2024	102627	MESSAGE4U PTY LTD	BULK BUSINESS SMS	450.03
17/04/2024	102630	MICHAEL BELL	ART SALES	224.00
17/04/2024	102704	MIRANDA FREE	ART SALES	9.60
17/04/2024	102786	MJB INDUSTRIES PTY LTD	DRAINAGE SUPPLIES	25,341.69
3/04/2024	102400	MODERN TEACHING AIDS PTY LTD	LIBRARY RESOURCES	357.28
17/04/2024	102556	MOORE AUSTRALIA (WA) PTY LTD	RATE COMPARISON REPORT	825.00
17/04/2024	102525	MRCES WA PTY LTD	SECURITY SERVICES	5,692.50
3/04/2024	102287	MUIR FORD BUSSELTON	VEHICLE MAINTENANCE	788.89
10/04/2024	102475	MUIR FORD BUSSELTON	NEW VEHICLES X 3	150,297.64
17/04/2024	102583	MURDOCH UNIVERSITY	RESEARCH SERVICES - MANAGEMENT PLAN FRESHWATER MUSSELS	40,361.75
3/04/2024	102354	MYPICKLEBALL.COM	PICKLEBALL REQUIREMENTS	2,189.00
17/04/2024	102653	N & T MADDEN	CROSSOVER CONTRIBUTION	148.10
17/04/2024	102531	NALDA HOSKINS	ART SALES	172.80
17/04/2024	102616	NATURAL EDGE FRAMING & PHOTOGRAPHY	ART SALES	11.55
17/04/2024	102548	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	660.00
3/04/2024	102407	NESUTO MOUNTS BAY PERTH APARTMENT HOTEL	ACCOMMODATION	540.00
3/04/2024	102271	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE SERVICES	450.00
17/04/2024	102596	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE SERVICES -DUNSBOROUGH BOAT RAMP, DURBAN & BANDON LOOP	29,194.44
17/04/2024	102632	NEWGROUND DESIGN SERVICES PTY LTD	CHURCHILL PARK UPGRADE	252,714.26
3/04/2024	102372	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	707.34
17/04/2024	102734	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	1,232.18

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		11,245,099.52

3/04/2024	102268	NIGHTLIFE MUSIC PTY LTD	MJUSIC AND VIDEO SUBSCRIPTION SERVICES	413.92
3/04/2024	102249	NIKKI SHAW	STAFF REIMBURSEMENT	89.50
3/04/2024	102403	NVMS (NOISE & VIBRATION SYSTEMS)	NOISE LEVEL ANALYSER SUPPLIER	1,303.50
3/04/2024	102260	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	273.46
17/04/2024	102673	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	MEDIA AND ADVERTISING SERVICES	1,201.13
3/04/2024	102256	OPTEON PROPERTY GROUP PTY LTD	VALUATION SERVICES	2,200.00
10/04/2024	102465	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	2,500.00
17/04/2024	102535	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	582.20
3/04/2024	102313	ORACLE CUSTOMER MANAGEMENT SOLUTIONS PTY LTD	AFTER HOURS RECEPTION	2,645.97
17/04/2024	102515	ORANA CINEMAS BUSSELTON	ADVERTISING SERVICES	735.00
3/04/2024	102311	ORANA CONCRETE PTY LTD	MOWING KERB UPGRADE - VASSE NEWTOWN	20,240.00
17/04/2024	102676	ORANA CONCRETE PTY LTD	CONCRETE SERVICES - CAREY STREET & BUSSELTON WASTE	34,232.00
17/04/2024	102638	P & A DE FUELARDE	BJTP REFUND	155.15
17/04/2024	102634	P LATHAM	REFUND DOG REGISTRATION	150.00
17/04/2024	102678	PAATSCH CONSULTING PTY LTD	CONSULTATION SERVICES GLC MASTERPLAN	25,917.10
3/04/2024	102325	PAINT THE TOWN READ LTD	LIBRARY RESOURCES	90.00
3/04/2024	102355	PATRICIA I SPELMAN	ARCHITECTURAL SERVICES	2,160.00
3/04/2024	102377	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	1,817.13
17/04/2024	102742	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	3,139.93
3/04/2024	102412	PENSKE POWER SYSTEMS	PLANT PURCHASES / SERVICES / PARTS	178.73
17/04/2024	102778	PENSKE POWER SYSTEMS	PLANT PURCHASES / SERVICES / PARTS	1,150.43
17/04/2024	102508	PEOPLE SENSE PTY LTD	EMPLOYEE ASSISTANCE PROGRAM	3,366.00
24/04/2024	102795	PERTH ENERGY PTY LTD	ELECTRICITY	1,068.84
24/04/2024	102798	PETA PULFORD	STAFF REIMBURSEMENT	3,200.00
3/04/2024	102420	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	1,037.20
17/04/2024	102790	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	1,563.40
17/04/2024	102509	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	1,325.50
17/04/2024	102541	PICTON CIVIL PTY LTD	EARTHMOVING SERVICES	3,575.00
3/04/2024	102236	POLYLINK	RETICULATION SERVICES	5,843.16
10/04/2024	102474	POOL ROBOTIC PERTH	POOL CLEANER SALES AND REPAIR	3,927.04
17/04/2024	102612	POOL ROBOTIC PERTH	POOL CLEANER SALES AND REPAIR	10.50
3/04/2024	102272	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	877.03
17/04/2024	102597	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	159.50
3/04/2024	102317	PREMIUM BUILDING SUPPLIES	BUILDING PRODUCT SUPPLIER	44.65
17/04/2024	102681	PREMIUM BUILDING SUPPLIES	BUILDING PRODUCT SUPPLIER	96.10
3/04/2024	102269	PROJECT MILES TRUST	REPAIRS AND MAINTENANCE - RAILWAY HOUSE DECK, TOILET BUILDING RFDS	41,516.13
17/04/2024	102594	PROJECT MILES TRUST	REPAIRS AND MAINTENANCE - TOILET & KITCHENETTE RFDS	11,738.30
17/04/2024	102703	PUSH MOBILITY	DISABILITY PRODUCTS - BEACH ACCESS MATTING	43,736.00
3/04/2024	102286	QUANTIFIED TREE RISK ASSESSMENT LIMITED	TREE RISK ASSESSMENT TRAINING	272.25
3/04/2024	102331	QUEST KINGS PARK	ACCOMMODATION	195.00
3/04/2024	102344	QUEST MOUNTS BAY ROAD	ACCOMMODATION	984.00
17/04/2024	102635	R & E COOPER	BJTP REFUND	57.00
10/04/2024	102469	R & K FERGUSON	WATER CHARGES REIMBURSEMENT	2,442.42
3/04/2024	102383	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	578.56
17/04/2024	102751	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	4,581.48
3/04/2024	102248	RIDER LEVETT BUCKNALL WA PTY LTD	QUANTITY SURVEY SERVICES	7,150.00
3/04/2024	102379	ROD'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	247.50
17/04/2024	102747	ROD'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	881.31
3/04/2024	102347	ROTARY CLUB OF BUSSELTON	SPONSORSHIP	5,000.00
17/04/2024	102711	ROTARY CLUB OF BUSSELTON	ART SALES	21.00
3/04/2024	102373	ROYAL LIFE SAVING SOCIETY - WESTERN AUSTRALIA	TRAINING SERVICES	385.00
3/04/2024	102343	RSPCA WA	COMMUNITY ASSISTANCE PROGRAM	385.00
17/04/2024	102759	RUBEK AUTOMATIC DOORS	AUTOMATIC DOOR SERVICES	863.50
17/04/2024	102565	RUTH BROOKS	ART SALES	32.00
10/04/2024	102471	S & T PARNHAM	WATER CHARGES REIMBURSEMENT	657.15
17/04/2024	102650	S EVANS & P BARNES	CROSSOVER CONTRIBUTION	310.20
3/04/2024	102336	SACHIKO PEARCE	CATERING	160.00
3/04/2024	102223	SAFE FIRST TRAINING	STAFF TRAINING	79.00
17/04/2024	102519	SAFE FIRST TRAINING	STAFF TRAINING	385.00
17/04/2024	102505	SAFEROADS PTY LTD	TRAFFIC CALMING DEVICES	664.31
17/04/2024	102628	SANDRA WALKER	ART SALES	19.20
3/04/2024	102314	SAPIO PTY LTD	CCTV INSTALLATION - BUSSELTON MARGARET RIVER AIRPORT	63,780.48
3/04/2024	102242	SCHREDER AUSTRALIA PTY LTD	BUSSELTON FORESHORE CARPARK (WEST) LIGHTING	32,774.28
3/04/2024	102356	SECURITY CONSULTING GROUP PTY LTD	SECURITY CONSULTING	2,090.00
17/04/2024	102574	SECURUS	SECURITY SYSTEMS SUPPLY AND MONITERING	270.01
3/04/2024	102310	SEEK LIMITED	ADVERTISING SERVICES	1,116.50
17/04/2024	102674	SEEK LIMITED	ADVERTISING SERVICES	973.50
17/04/2024	102714	SELECT BUILDING MAINTENANCE	BUILDING MAINTENANCE	1,066.00
17/04/2024	102566	SERVICE EQ	ECONOMIC DEVELOPMENT STRATEGY SERVICES	10,500.00
3/04/2024	102231	SERVICES AUSTRALIA	CHARGES FOR CENTREPAY FACILITY	133.65
17/04/2024	102783	SHARON WILLIAMS	ART SALES	91.20
10/04/2024	102459	SHARON WOODFORD-JONES	STAFF REIMBURSEMENT	45.73
17/04/2024	102665	SHELTER BREWING CO.	FOOD AND BEVERAGE	120.00
3/04/2024	102417	SHORE COASTAL PTY LTD	COASTAL CONSULTANCY SERVICES	22,649.00
17/04/2024	102787	SHORE COASTAL PTY LTD	COASTAL CONSULTANCY SERVICES	14,916.00
3/04/2024	102309	SHOREWATER MARINE PTY LTD	MARINE ASSET MAINTENANACE	2,006.40
17/04/2024	102671	SHOREWATER MARINE PTY LTD	BUSSELTON JETTY REPAIRS	66,649.00
3/04/2024	102350	SIMPLE BEN	VIDEO PRODUCTION	1,243.00
3/04/2024	102281	SKIDATA AUSTRALASIA	CARPARK EQUIPMENT	3,701.50
3/04/2024	102283	SMITHS DETECTION (AUSTRALIA) PTY LTD	SCREENING EQUIPMENT SUPPLY & MAINTENANCE	15,571.88
17/04/2024	102692	SOILS AINT SOILS	NURSERY SUPPLIES	262.80
3/04/2024	102340	SOUTH WEST COMPRESSORS	COMPRESSOR SALES AND SERVICE	717.64
17/04/2024	102502	SOUTH WEST FUNCTIONS	CATERING	1,080.00
17/04/2024	102604	SOUTH WEST GAS	GAS SERVICES	196.00
3/04/2024	102381	SOUTH WEST ISUZU	PLANT PURCHASES / SERVICES / PARTS	238.06
17/04/2024	102749	SOUTH WEST ISUZU	PLANT PURCHASES / SERVICES / PARTS	529.72

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		11,245,099.52

17/04/2024	102738	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	60.50
3/04/2024	102274	SOUTH WEST OFFICE NATIONAL	STATIONERY SUPPLIER	389.19
17/04/2024	102599	SOUTH WEST OFFICE NATIONAL	STATIONERY SUPPLIER	320.15
3/04/2024	102228	SOUTH WEST PRINTING & PUBLISHING	ADVERTISING SERVICES	402.11
3/04/2024	102375	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	33.08
17/04/2024	102736	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	3,845.27
17/04/2024	102568	SOUTHERN CROSS AUSTEREO	ADVERTISING SERVICES	1,753.40
3/04/2024	102419	SOUTHERN DISTRICTS AGRIGULTURAL SOCIETY BUSSELTON INC	EVENT SPONSORSHIP PROGRAM	10,000.00
17/04/2024	102765	SOUTHERN MACHINING & MAINTENANCE	PLANT MAINTENANCE SERVICES	1,455.88
3/04/2024	102323	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	1,491.80
17/04/2024	102691	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	3,931.00
17/04/2024	102581	SPENCER SIGNS	SIGNAGE SERVICES	4,560.60
17/04/2024	102712	SPICE ODYSEE	CATERING	456.00
3/04/2024	102239	SPORTFIRST BUSSELTON	SPORT EQUIPMENT SUPPLIER	1,819.40
24/04/2024	102807	SPORTS ENTERTAINMENT NETWORK	ADVERTISING SERVICES	7,012.34
3/04/2024	102396	SPORTS TURF TECHNOLOGY	SPORT EQUIPMENT SUPPLIER	440.00
3/04/2024	102267	SPORTSPOWER	SPORT EQUIPMENT SUPPLIER	285.00
3/04/2024	102366	SPOTLIGHT	VACATION CARE SUPPLIES	21.60
17/04/2024	102726	SPOTLIGHT	VACATION CARE SUPPLIES	546.00
3/04/2024	102244	SPRAYMOW SERVICES	MAINTENANCE SERVICES	6,602.62
17/04/2024	102551	SPRAYMOW SERVICES	MAINTENANCE SERVICES	2,002.00
3/04/2024	102300	STATEWIDE DOORS BUSSELTON	MAINTENANCE SERVICES	220.00
17/04/2024	102542	STAX CHAIRS	OUTDOOR FURNITURE	172.70
3/04/2024	102365	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING SUPPLIER	1,311.23
17/04/2024	102725	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING SUPPLIER	104.58
3/04/2024	102411	STRATAGREEN	NURSERY SUPPLIES	4,225.73
4/04/2024	102431	SUPERCHOICE	SUPERANNUATION	202,922.91
17/04/2024	102495	SUPERCHOICE	SUPERANNUATION	208,179.58
22/04/2024	102793	SUPERCHOICE	SUPERANNUATION	304.63
3/04/2024	102408	SURVCON PTY LTD	SURVEY SERVICES	713.90
17/04/2024	102776	SURVCON PTY LTD	SURVEY SERVICES	605.00
17/04/2024	102705	SUSAN GRAF	ART SALES	168.00
3/04/2024	102380	SW PRECISION PRINT	PRINTING SERVICES	2,902.40
17/04/2024	102781	SWIMMING WA	GRANT AGREEMENT	4,950.00
10/04/2024	102470	SYNERGY	ELECTRICITY	192,684.12
17/04/2024	102603	SYNERGY	ELECTRICITY	248.25
3/04/2024	102371	T J DEPIAZZI & SONS	LAWN SUPPLIES	3,845.05
3/04/2024	102349	TAHLIA MUELLER	STAFF REIMBURSEMENT	312.51
17/04/2024	102582	TALOGY	PSYCHOMETRIC ASSESSMENT SERVICES	753.50
17/04/2024	102572	TAS'S BAKERY	CATERING	295.38
3/04/2024	102303	TEAM GLOBAL EXPRESS	COURIER SERVICES	813.45
17/04/2024	102668	TEAM GLOBAL EXPRESS	COURIER SERVICES	311.53
3/04/2024	102218	TERRY WHITE CHEMIST	FIRST AID SUPPLIES	99.95
17/04/2024	102713	THE BUTCHERS SHOP WA PTY LTD	ART SUPPLIES	1,252.58
17/04/2024	102722	THE CONCRETE CLUB	ROLLER SKATE WORKSHOPS	808.50
17/04/2024	102503	THE GOOD GUYS BUSSELTON	ELECTRICAL SUPPLIES	860.00
3/04/2024	102328	THE MARGARET RIVER NATURAL SPRING WATER	BOTTLED WATER	207.00
17/04/2024	102694	THE MARGARET RIVER NATURAL SPRING WATER	BOTTLED WATER	172.50
3/04/2024	102292	THE SUGAR CHEF PATISSERIE	CATERING	453.00
17/04/2024	102633	THE SUGAR CHEF PATISSERIE	CATERING	285.00
3/04/2024	102237	THE URBAN COFFEE HOUSE	CATERING	397.50
17/04/2024	102546	THE URBAN COFFEE HOUSE	CATERING	265.00
4/04/2024	102426	THE WESTERN AUSTRALIAN MUNICIPAL ROAD BOARD PARKS	UNION FEES	154.00
18/04/2024	102490	THE WESTERN AUSTRALIAN MUNICIPAL ROAD BOARD PARKS	UNION FEES	154.00
3/04/2024	102279	THINK WATER DUNSBOROUGH	RETICULATION SERVICES	2,367.13
17/04/2024	102611	THINK WATER DUNSBOROUGH	SUBMERSIBLE PUMP & FITTINGS - VIDLER ROAD, DUNSBOROUGH WASTE FACILITY	42,011.93
17/04/2024	102613	THOMAS ECKERT	CARPENTRY SERVICES	4,125.00
3/04/2024	102329	TIFFANY BOON	CLEANING SERVICS	340.00
17/04/2024	102621	TIM ALLINGHAM	STAFF RIMBURSEMENT	29.96
24/04/2024	102806	TIM WILSON	CARPENTRY SERVICES	5,562.50
3/04/2024	102358	TIMBER INSIGHT PTY LTD	TIMBER SERVICES	27,369.12
3/04/2024	102364	TOM DANKS	STAFF REIMBURSEMENT	250.00
24/04/2024	102810	TOM DANKS	STAFF REIMBURSEMENT	170.97
3/04/2024	102413	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	1,980.29
17/04/2024	102779	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	3,196.15
17/04/2024	102780	TOTALLY SOUND	EQUIPMENT HIRE	6,816.70
3/04/2024	102421	T-QUIP	MOWER PARTS & SERVICE	3,020.80
17/04/2024	102791	T-QUIP	MOWER PARTS & SERVICE	895.68
17/04/2024	102782	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	2,632.96
17/04/2024	102517	TRANEN REVEGETATION SOUTHWEST	VEGETATION REPORT	4,948.35
3/04/2024	102341	TREVORS CARPETS	FLOOR COVERINGS	2,425.00
3/04/2024	102240	TROPHIES ON TIME	NAME BADGE SUPPLIER	121.00
3/04/2024	102255	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	746.54
17/04/2024	102571	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	35,222.86
3/04/2024	102285	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	497.96
17/04/2024	102617	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	2,513.53
17/04/2024	102770	TYREPOWER BUSSELTON	PLANT TYRE SUPPLIER / REPAIRER	1,375.00
3/04/2024	102288	UNITING CHURCH PARISH OF BUSSELTON	COMMUNITY SERVICES	60.00
17/04/2024	102683	UNITING GLOBAL PTY LTD	CLEANING AND MAINTENANCE SERVICES	103,825.30
3/04/2024	102337	VASSE PANEL AND PAINT	PANEL BEATING AND SPRAY PAINTING	500.00
17/04/2024	102772	VEOLIA RECYCLING & RECOVERY PTY LTD	WASTE MANAGEMENT SERVICES	2,940.75
3/04/2024	102296	VISIMAX	FIRE EQUIPMENT SUPPLIER	596.00
17/04/2024	102707	VIVA ENERGY AUSTRALIA (SHELL)	FUELS, OILS AND GREASES	85,953.82
24/04/2024	102808	VIVIENNE GARRETT	ARTIST ACTOR WORKSHOP	3,200.00
4/04/2024	102432	VOIDED	VOIDED	-
4/04/2024	102433	VOIDED	VOIDED	-

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4/04/2024	102434	VOIDED	VOIDED	-
4/04/2024	102435	VOIDED	VOIDED	-
4/04/2024	102436	VOIDED	VOIDED	-
4/04/2024	102437	VOIDED	VOIDED	-
4/04/2024	102438	VOIDED	VOIDED	-
4/04/2024	102439	VOIDED	VOIDED	-
4/04/2024	102440	VOIDED	VOIDED	-
4/04/2024	102441	VOIDED	VOIDED	-
4/04/2024	102442	VOIDED	VOIDED	-
4/04/2024	102443	VOIDED	VOIDED	-
4/04/2024	102444	VOIDED	VOIDED	-
4/04/2024	102445	VOIDED	VOIDED	-
4/04/2024	102446	VOIDED	VOIDED	-
4/04/2024	102447	VOIDED	VOIDED	-
4/04/2024	102448	VOIDED	VOIDED	-
4/04/2024	102449	VOIDED	VOIDED	-
4/04/2024	102450	VOIDED	VOIDED	-
4/04/2024	102451	VOIDED	VOIDED	-
4/04/2024	102452	VOIDED	VOIDED	-
4/04/2024	102453	VOIDED	VOIDED	-
4/04/2024	102454	VOIDED	VOIDED	-
4/04/2024	102455	VOIDED	VOIDED	-
4/04/2024	102456	VOIDED	VOIDED	-
4/04/2024	102457	VOIDED	VOIDED	-
4/04/2024	102458	VOIDED	VOIDED	-
3/04/2024	102386	W.A. HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	227.10
17/04/2024	102576	WA SCALE SERVICE	WEIGHING EQUIPMENT	990.00
17/04/2024	102760	WA TREASURY CORPORATION	LOAN REPAYMENTS	520,340.95
3/04/2024	102211	WALGA	WALGA TRAINING SERVICES	583.00
17/04/2024	102500	WALGA	WALGA TRAINING SERVICES	242.00
3/04/2024	102297	WANT SAFETY & INDUSTRIAL SUPPLIES	SAFETY EQUIPMENT	923.11
3/04/2024	102301	WEST COAST WASTE	SKIP BIN HIRE	4,572.48
3/04/2024	102339	WEST OZ LINEMARKING PTY LTD	LINE MARKING SERVICES	1,776.51
3/04/2024	102289	WESTERN GROWERS FRESH	CATERING	364.00
17/04/2024	102737	WESTERN POWER CORPORATION	ELECTRICAL SERVICES	3,453.00
3/04/2024	102362	WESTOZ TRANSPORT	VECHILE TRANSPORTER	750.00
3/04/2024	102385	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	1,606.53
17/04/2024	102754	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	1,071.05
3/04/2024	102378	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	186.36
17/04/2024	102743	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	1,426.58
17/04/2024	102646	WL FAIRHEAD & V HUME	REFUND OF RATE OVERPAYMENT	690.00
3/04/2024	102224	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	STREETSCAPE FURNITURE	8,702.76
3/04/2024	102319	WOOLWORTHS GROUP LIMITED	GROCERIES	118.60
3/04/2024	102388	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	459.00
17/04/2024	102756	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	1,139.00
3/04/2024	102338	WORKPOWER INCORPORATED	WASTE MANAGEMENTAND RECYCLING ACTIVITIES	1,098.90
17/04/2024	102699	WORKPOWER INCORPORATED	WASTE MANAGEMENTAND RECYCLING ACTIVITIES	330.00
3/04/2024	102245	YAHAVA KOFFEE WORKS WHOLESALE	CATERING	538.00
24/04/2024	102812	YALLINGUP RURAL BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	288.90
3/04/2024	102410	YOONGARILLUP VOLUNTEER BUSHFIRE BRIGADE INC	PETTY CASH REIMBURSEMENT	183.99
3/04/2024	102359	YOUR COASTAL CONNECTION	AUTHORS WORKSHOP	420.00
3/04/2024	102416	ZONTA CLUB OF DUNSBOROUGH	DONATION	3,000.00
				7,374,508.38
			Plus payments under separate confidential listing:	**175,000.00**
			Total EFT Payments for the month:	**7,549,508.38**

TRUST PAYMENTS APRIL 2024

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
30/04/2024	TR000043	CITY OF BUSSELTON - EFT	INTERNAL PAYMENTS / COMMISSIONS	74.25
30/04/2024	TR000046	CITY OF BUSSELTON - EFT	INTERNAL PAYMENTS / COMMISSIONS	585.00
30/04/2024	TR000044	CONSTRUCTION TRAINING FUND	CTF LEVY	1,353.69
30/04/2024	TR000042	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY	41.10
30/04/2024	TR000045	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY	44,440.43
				46,494.47

INTERNAL PAYMENT VOUCHERS (DIRECT DEBITS) APRIL 2024

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
24/04/2024	5700	A & K CARR	REFUND OF RATE OVERPAYMENT	784.09
15/04/2024	5691	A GILL	REFUND OF RATE OVERPAYMENT	393.00
17/04/2024	5693	A PARSONS	REFUND OF RATE OVERPAYMENT	925.00
10/04/2024	5688	ALMOND LAKE PTY LTD	REFUND OF TOWN PLANNING & ROAD BOND	696,734.00
7/04/2024	5705	AMPOL	FUEL	***25,985.17***
		ADMINISTRATION - BSN1 - CARD #3410	UNLEADED ONLY	261.47
		ADMINISTRATION - BSN1 - CARD #1840	UNLEADED ONLY	212.51
		ADMINISTRATION- BSN16AV - CARD #7320	PREMIUM DIESEL ONLY	309.18
		AIRPORT OPERATIONS - BSN30BT - CARD #8470	PREMIUM DIESEL ONLY	425.03
		AIRPORT OPERATIONS - BSN55DJ - CARD #3310	PREMIUM DIESEL ONLY	511.12
		AIRPORT OPERATIONS - BSN41DR - CARD #8560	UNLEADED ONLY	324.40
		AIRPORT OPERATIONS - CARD #1640	UNLEADED ONLY	-
		CEO - BSN66DG - CARD #8430	PREMIUM DIESEL	733.18
		COMMUNITY & COMMERCIAL SERVICES - BSN26CM - CARD #0920	UNLEADED ONLY	449.71
		COMMUNITY & COMMERCIAL SERVICES - BSN09DR - CARD #8880	UNLEADED ONLY	261.90
		COMMUNITY & COMMERCIAL SERVICES - BSN43DR - CARD #6440	PREMIUM DIESEL ONLY	335.64
		COMMUNITY & COMMERCIAL SERVICES - BSN45CT - CARD #8880	PREMIUM DIESEL ONLY	385.51
		COMMUNITY & COMMERCIAL SERVICES - BSN45DA - CARD #7520	UNLEADED ONLY	251.26

City of Busselton
Geographe Bay

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ELECTRONIC TRANSFER PAYMENTS	102211 - 102818	7,549,508.38
TRUST ACCOUNT	EFT# TR000042 - TR000046	46,494.47
PAYROLL	01.04.2024 - 30.04.2024	2,756,104.56
INTERNAL PAYMENT VOUCHERS	DD #5670 - 5708	809,955.88
		11,245,099.52

		COMMUNITY & COMMERCIAL SERVICES - BSN53BK - CARD #3520	UNLEADED ONLY	178.59
		COMMUNITY & COMMERCIAL SERVICES - BSN57AV - CARD #9790	UNLEADED ONLY	102.58
		COMMUNITY & COMMERCIAL SERVICES - BSN06DR - CARD #6430	UNLEADED ONLY	624.06
		ENGINEERING/FACILITES - BSN23AM - CARD #3500	PREMIUM DIESEL AND DIESEL ONLY	473.20
		ENGINEERING/FACILITES - BSN28CO - CARD #0500	PREMIUM DIESEL ONLY	532.61
		ENGINEERING/FACILITES - BSN97CY - CARD #2450	PREMIUM DIESEL ONLY	257.48
		ENGINEERING/FACILITIES - BSN05BH - CARD #1180	PREMIUM DIESEL ONLY	394.47
		ENGINEERING/FACILITIES - BSN63BJ - CARD #5770	PREMIUM DIESEL ONLY	187.34
		ENGINEERING/FACILITIES - BSN18CA - CARD #5670	UNLEADED ONLY	140.22
		ENGINEERING/FACILITIES - BSN24BA - CARD #0270	PREMIUM DIESEL ONLY	354.01
		ENGINEERING/FACILITIES - BSN41AS - CARD #1700	PREMIUM DIESEL ONLY	128.13
		ENGINEERING/FACILITIES - BSN41CF - CARD #1790	PREMIUM DIESEL ONLY	112.13
		ENGINEERING/FACILITIES - BSN42AS - CARD #1720	PREMIUM DIESEL ONLY	149.13
		ENGINEERING/FACILITIES - BSN47BE - CARD #1660	PREMIUM DIESEL ONLY	661.80
		ENGINEERING/FACILITIES - BSN47CM - CARD #0080	UNLEADED ONLY	198.45
		ENGINEERING/FACILITIES - BSN48CM - CARD #0160	UNLEADED ONLY	502.37
		ENGINEERING/FACILITIES - BSN54BG - CARD #0700	UNLEADED ONLY	185.19
		ENGINEERING/FACILITIES - BSN693T - CARD #5750	PREMIUM DIESEL ONLY	111.66
		ENGINEERING/FACILITIES - BSN89CY - CARD #2050	UNLEADED ONLY	346.68
		FINANCE/IT SERVICES - BSN08DN - CARD #0140	UNLEADED ONLY	297.99
		FINANCE/IT SERVICES - BSN08DR - CARD #1630	PREMIUM UNLEADED ONLY	234.59
		FINANCE/IT SERVICES - BSN20BL - CARD #5770	PREMIUM DIESEL ONLY	245.63
		FINANCE/IT SERVICES - BSN21BA - CARD #1140	UNLEADED ONLY	292.87
		FINANCE/IT SERVICES - BSN56CY - CARD #9210	PREMIUM DIESEL ONLY	517.77
		FINANCE/IT SERVICES - BSN75BL - CARD #2440	UNLEADED ONLY	-
		FINANCE/IT SERVICES - BSN75DI - CARD #1200	UNLEADED ONLY	559.17
		FINANCE/IT SERVICES - BSN82AU - CARD #3470	PREMIUM DIESEL ONLY	-
		FINANCE/IT SERVICES - BSN82BT - CARD #3060	DIESEL ONLY	-
		FLEET MANAGEMENT - BSN47CT - CARD #8930	DIESEL ONLY	95.48
		FLEET MANAGEMENT - BSN91CR - CARD #8890	PREMIUM UNLEADED ONLY	285.19
		FLEET MANAGEMENT - ADDITONAL CARD - CARD #6630	UNLEADED ONLY	89.38
		GENERAL CONSTRUCTION - BSN68BE - CARD #5580	PREMIUM DIESEL ONLY	385.48
		GENERAL CONSTRUCTION - BSN75BA - CARD #3170	PREMIUM DIESEL ONLY	-
		GENERAL CONSTRUCTION - BSN162S - CARD #1130	PREMIUM DIESEL ONLY	114.07
		GENERAL CONSTRUCTION - CARD #9440	PREMIUM DIESEL ONLY	113.39
		PARKS, GARDENS & RESERVES - BSN022S - CARD #7030	PREMIUM DIESEL ONLY	314.95
		PARKS, GARDENS & RESERVES - BSN02DG - CARD #8130	PREMIUM DIESEL ONLY	549.20
		PARKS, GARDENS & RESERVES - BSN05DN - CARD #4480	PREMIUM DIESEL ONLY	-
		PARKS, GARDENS & RESERVES - BSN17AY - CARD #4340	PREMIUM DIESEL ONLY	246.27
		PARKS, GARDENS & RESERVES - BSN18AY - CARD #4380	PREMIUM DIESEL ONLY	95.36
		PARKS, GARDENS & RESERVES - BSN24AE - CARD #6490	PREMIUM DIESEL ONLY	-
		PARKS, GARDENS & RESERVES - BSN32CJ - CARD #5760	PREMIUM DIESEL ONLY	261.42
		PARKS, GARDENS & RESERVES - BSN51AU - CARD #3080	PREMIUM DIESEL ONLY	469.90
		PARKS, GARDENS & RESERVES - BSN61BF - CARD #3370	PREMIUM DIESEL ONLY	385.31
		PARKS, GARDENS & RESERVES - BSN64BC - CARD #8490	PREMIUM DIESEL ONLY	131.39
		PARKS, GARDENS & RESERVES - BSN694T - CARD #7990	PREMIUM DIESEL ONLY	412.29
		PARKS, GARDENS & RESERVES - BSN762T - CARD #7370	PREMIUM DIESEL ONLY	-
		PARKS, GARDENS & RESERVES - BSN77BC - CARD #8160	PREMIUM DIESEL ONLY	367.22
		PARKS, GARDENS & RESERVES - BSN86BX - CARD #2930	PREMIUM DIESEL ONLY	359.84
		PARKS, GARDENS & RESERVES - BSN87AV - CARD #7840	PREMIUM DIESEL ONLY	244.95
		PARKS, GARDENS & RESERVES - BSN993T - CARD #5120	PREMIUM DIESEL ONLY	420.06
		PARKS, GARDENS & RESERVES - CARD #5950	UNLEADED ONLY	-
		PARKS, GARDENS & RESERVES - LAWNMOWER - CARD #0240	UNLEADED ONLY	60.76
		PARKS, GARDENS & RESERVES - LAWNMOWER - CARD #2930	UNLEADED ONLY	-
		PARKS, GARDENS & RESERVES - LAWNMOWER - CARD #2810	UNLEADED ONLY	-
		PLANNING & BUILDING - BSN00CK - CARD #1440	UNLEADED ONLY	437.21
		PLANNING & BUILDING - BSN01BE - CARD #8790	PREMIUM UNLEADED ONLY	164.90
		PLANNING & BUILDING - BSN08AO - CARD #4150	UNLEADED ONLY	104.76
		PLANNING & BUILDING - BSN37DR - CARD #7890	UNLEADED ONLY	280.46
		PLANNING & BUILDING - BSN53BG - CARD #0410	UNLEADED ONLY	289.14
		PLANNING & BUILDING - BSN56BX - CARD #2130	UNLEADED ONLY	234.58
		PLANNING & BUILDING - BSN61BG - CARD #0770	UNLEADED ONLY	282.13
		PLANNING & BUILDING - BSN74AE - CARD #1820	PREMIUM DIESEL ONLY	114.22
		PROPERTY & LEGAL SERVICES - BSN64CT - CARD #7040	UNLEADED ONLY	382.54
		PROPERTY & LEGAL SERVICES - BSN75DG - CARD #7700	UNLEADED ONLY	165.12
		RANGER & FIRE SERVICES - 1GDT881 - CARD #6470	PREMIUM DIESEL ONLY	165.88
		RANGER & FIRE SERVICES - BSN76BC - CARD #5760	PREMIUM DIESEL ONLY	249.61
		RANGER & FIRE SERVICES - BSN91BO - CARD #9320	PREMIUM DIESEL ONLY	426.59
		RANGER & FIRE SERVICES - 1DHD243 - CARD #4620	DIESEL ONLY	617.05
		RANGER & FIRE SERVICES - BSN01AO - CARD #5220	UNLEADED ONLY	71.74
		RANGER & FIRE SERVICES - BSN27CW - CARD #5400	PREMIUM DIESEL ONLY	512.84
		RANGER & FIRE SERVICES - BSN509T - CARD #8060	UNLEADED ONLY	-
		RANGER & FIRE SERVICES - BSN708Z - CARD #6100	PREMIUM DIESEL ONLY	79.03
		RANGER & FIRE SERVICES - BSN75BC - CARD #5750	PREMIUM DIESEL ONLY	484.08
		RANGER & FIRE SERVICES - BSN90BO - CARD #9300	PREMIUM DIESEL ONLY	234.58
		REGULATORY SERVICES - BSN25CM - CARD # 4830	UNLEADED ONLY	462.11
		REGULATORY SERVICES - BSN91DA - CARD #1680	PREMIUM DIESEL ONLY	416.21
		REGULATORY SERVICES - BSN97BT - CARD #1690	PREMIUM UNLEADED ONLY	514.55
		SES BUSSELTON - 1DON317 - CARD #5030	PREMIUM DIESEL ONLY	-
		SES BUSSELTON - 1GHF683 - CARD #0360	PREMIUM DIESEL ONLY	210.08
		SES BUSSELTON - BSN710K - CARD #0020	PREMIUM DIESEL ONLY	-
		WASTE SERVICES - BSN09AQ - CARD #1300	PREMIUM DIESEL ONLY	226.39
		WASTE SERVICES - BSN38DR - CARD #8050	UNLEADED ONLY	179.47
		WASTE SERVICES - BSN34BG - CARD #3370	PREMIUM DIESEL ONLY	350.19
		WASTE SERVICES - BSN85CC - CARD #3630	PREMIUM DIESEL ONLY	109.65
		WASTE SERVICES - BSN203T - CARD #8080	PREMIUM DIESEL ONLY	569.12

City of Busselton
Geographe Bay

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ELECTRONIC TRANSFER PAYMENTS	102211 - 102818	7,549,508.38
TRUST ACCOUNT	EFT# TR000042 - TR000046	46,494.47
PAYROLL	01.04.2024 - 30.04.2024	2,756,104.56
INTERNAL PAYMENT VOUCHERS	DD #5670 - 5708	809,955.88
		11,245,099.52

		WASTE SERVICES - 1GUG884 - CARD #6770	PREMIUM DIESEL ONLY	-
2/04/2024	5670	ANZ BANK	BANK FEES	15.00
2/04/2024	5671	ANZ BANK	BANK FEES	10,178.88
9/04/2024	5684	ANZ BANK	BANK FEES	257.95
9/04/2024	5706	ANZ BANK	BANK FEES	4,564.48
9/04/2024	5707	ANZ BANK	BANK FEES	298.34
8/04/2024	5704	ANZ VISA	BANK FEES	***27,938.83***
CHIEF EXECUTIVE OFFICER				
		QANTAS	RCA MEETING CANBERRA- MAYOR CRONIN	99.00
		QANTAS	RCA MEETING CANBERRA- MAYOR CRONIN	531.68
		MAILCHIMP	ELECTRONIC NEWSLETTER PR	425.24
		GREEN DEPOT	BEREAVEMENT FLOWERS TO STAFF MEMEBER	103.00
		HOLIDAY INN WEST PERTH	TRAINING ACCOMODATION- CR. KAIGG	206.35
		WEST AUSTRALIAN	DIGITAL SUBSCRIPTION	28.00
		THE GOOSE BEACH BAR	CEO LUNCH MEETING-LG PRO WA MENTOR PROGRAM	79.00
		BURSWOOD NOMINEES LTD	PARKING FOR CEO CONNECTIONS FORUM	8.00
COMMUNITY EMERGENCY SERVICES MANAGER				
		MICROSOFT 365	SUBSCRIPTION FOR BFB LAPTOPS, TRAINING LAPTOPS & VASSE BFB LAPTOPS	139.00
		WOOLWORTHS	TRAINING CATERING	261.80
DIRECTOR - COMMUNITY PLANNING				
		HOTEL AT BOOKING.COM SYDNEY	TRAINING ACCOMMODATION	1,105.00
		BUSSELTON BOWLING CLUB	COMMUNITY PLANNING DIRECTORATE THANK YOU FUNCTION	471.50
		BUSSELTON BOWLING CLUB	COMMUNITY PLANNING DIRECTORATE THANK YOU FUNCTION	350.00
		DOMINOS -CATERING	GIRLS TO THE FRONT SKATE EVENT-YOUTH SERVICES	280.96
		GOANNA BUSH CAFÉ	STAFF FAREWELL GIFT VOUCHER	51.64
DIRECTOR - ECONOMIC AND BUSINESS DEVELOPMENT				
		NESUTO MOUNTS BAY PERTH	TRAINING ACCOMMODATION & BEAKFAST	540.00
		INTREPID MINDS SYDNEY	EXECUTIVE ASSISITANT CONGRESS REGISTRATION	2,194.50
		SPOTLIGHT	SHOWER CUTAINS FOR BJTP	158.40
		WOMENS BUSINESS NETWORKING	BCCI & DYCCI MEMBER LUNCH	64.82
		NESUTO MOUNTS BAY PERTH	STAFF TRAINING ACCOMMODATION & BOND	530.00
		NESUTO MOUNTS BAY PERTH	STAFF TRAINING ACCOMMODATION & BREAKFAST	50.00
		*THE FLOWER PLACE BUSSELTON	STAFF CONDOLENCE FLOWERS	50.00
		BUSSELTON MOTEL	ACCOMMODATON FOR PERTH ARTISTS -SALTWATER WORKSHOPS	1,461.60
		PULLMAN ON THE PARK MELBOURNE	CONFERENCE ACCOMMODATION	1,197.00
		JETSTAR	FLIGHTS TO AAA RETAIL AND COMMERICAL CONFERENCE IN MELBOURNE	451.75
		MAILCHIMP	ELECTRONIC NEWLETTER ECONOMIC DEVELOPMENT	41.67
		HUMANITIX	INSPIRE COLLABORATE DISCOVER THE POWER OF NETWORKING	53.29
		BUSSELTON PAVILION	COUNCILLOR DINNER	939.00
		LEGALWISE SEMINAR	PROPERTY CONFERENCE	1,010.00
		GLOWTOYS	GLOW IN THE DARK- BASKETBALLS & LED CONES- YOUTH SERVICES	81.84
		GLOWTOYS	GLOW IN THE DARK AIRPOD CASE- YOUTH SERVICES	7.95
		CALM STORE	FIDGET TOYS FOR SOUTHWEST YOUTH FESTIVAL	151.25
		COLES	APT EMERGENCY EXERCISE SUPPLIES	19.25
		KAIKO FIDGETS	FIDGET TOYS FOR SOUTHWEST YOUTH FESTIVAL	175.13
DIRECTOR - ENGINEERING AND WORKS SERVICES				
		INTREPID MINDS	EXECUTIVE ASSISITANT CONGRESS REGISTRATION	2,194.50
		PESTROL.COM.AU	RODENT REPELLER	109.90
		RYDGES FREMANTLE	STAFF TRAINING ACCOMMODATION & BREAKFAST	604.94
		DWER - WATER PERTH	NATIVE VEGETATION CLEARING PERMIT	400.00
		CARAVANS PLUS	9 KG GAS BOTTLE CABINET	194.00
DIRECTOR -FINANCE AND CORPORATE SERVICES				
		INTREPID MINDS SYDNEY	EXECUTIVE ASSISITANT CONGRESS REGISTRATION	2,194.50
		THE MELBOURNE HOTEL FDS PERTH	ACCOMMODATION -EA CONGRESS	481.41
		OFFICEWORKS	2024 STAFF CONFERENCE ITEMS	172.35
		KMART	2024 STAFF CONFERENCE ITEMS	318.25
		KMART	2024 STAFF CONFERENCE ITEMS	61.00
		TRIBE PERTH WEST PERTH	TRAINING ACCOMMODATION -WALGA Cr.LOVE	259.00
		HOLIDAY INN W. PERTH	TRAINING ACCOMMODATION -WALGA Cr.LOVE	241.18
		HOLIDAY INN W. PERTH	TRAINING ACCOMMODATION -WALGA MAYOR CRONIN	241.18
		CALTEX CARBUNUP RIVER	DIRECTOR CSP FUEL	95.46
		TRIBE PERTH WEST PERTH	ACCOMMODATION -WALGA TRAINING CR.LOVE	295.21
HUMAN RESOURCES COORDINATOR				
		SENDGRID	EMAIL PROGRAM FOR CUSTOMER RETENTION AND CONTACT-GLC	31.66
		MAILCHIMP	ELECTRONIC NEWLETTER BUSSELTON LIBRARY	125.42
		SETTLERS RIDGE	WINE GIFT FOR STAFF CONFERENCE	55.00
		SPOTIFY	YOUTH SERVICE MUSIC	20.99
		AUSTRALIAN HR INSTITURE -AHRI	PROFESSIONAL MEMBERSHIP RENEWAL	420.00
		BUNBURY MEDICAL	STAFF PRE EMPLOYMENT MEDICAL	444.31
MANAGER COMMUNITY AND RECREATION				
		THE FLOWER PLACE BUSSELTON	STAFF SYMPATH FLOWERS	75.00
		PARAGON CORPORATE TRAI PERTH	TRAINING CERT IV GOVERNMENT INVESTIGATIONS	2,350.00
		BUNNINGS	RECHARGEABLE BATTERIES AND BUNGEE STRAP FOR TRAIL CAMERAS	62.50
MANAGER INFORMATION SERVICES				
		DEPUTY	DEPUTY ROSTERING SYSTEM GLC	1,192.84
		GODADDY.COM	DOMAIN RENEWAL - YOURVOICEBUSSELTON.COM.AU	43.89
		OVHCLOUD NORTH SYDNEY	1 YEAR VPS CLOUD SERVER	75.90
		AICHATBUILDERS	AI CHATBOT FOR CITY WEBSITE	503.31
		ALIEXPRESS	PHONE CASE	14.98
		WHOS ON LOCATION	MONTHLY SUBSCRIPTION	72.10
		GODADDY.COM	DOMAIN RENEWAL - FLYBUSSELTON.COM.AU	43.89
		ZOOM	MONTHLY SUBSCRIPTION	69.19
		NESUTO MOUNTS BAY PERTH	ACCOMMODATION BOND	200.00
		RIBS AND BURGERS PERTH	TECHNOLOGY ONE USER GROUP MEETING -DINNER	53.39
		NESUTO MOUNTS BAY PERTH	ACCOMMODATION BOND CREDIT	- 200.00
		TARTINE CAFÉ	TECHNOLOGY ONE USER GROUP MEETING -COFFEE	14.10

City of Busselton
Geographe Bay

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INTERNAL PAYMENT VOUCHERS	DD #5670 - 5708	809,955.88
		11,245,099.52

		CPP CONVENTION CENTRE PERTH	PARKING-TECHNOLOGY ONE USER GROUP MEETING	24.23
		DOME	BREAKFAST FOR TECHNOLOGY ONE USER GROUP MEETING	87.35
		ALIEXPRESS	PHONE CASE	11.16
		AUTODESK	REVITLT SOFTWARE FOR ENGINEERING	863.50
		GODADDY.COM	DOMAIN RENEWAL - FLYBUSSELTONAIRPORT.COM.AU & FLYINGBUSSELTON.COM.AU	87.78
		ALEXPRESS	PHONE CASE	15.84
17/04/2024	5693	BIG LOVE TINY CHAPEL	REFUND OF APPLICATION	158.00
26/04/2024	5701	C EMBLING	REFUND OF ANIMAL TRAP BOND	100.00
3/04/2024	5676	C REIMERS	REFUND OF RATE OVERPAYMENT	646.00
3/04/2024	5677	COMMONWEALTH BANK	BANK FEES	39.00
3/04/2024	5678	COMMONWEALTH BANK	BANK FEES	1,133.81
16/04/2024	5697	COMMONWEALTH BANK	BANK FEES	71.00
3/04/2024	5675	CR. MIKAYLA LOVE	MARCH SUPERANNUATION	348.96
22/04/2024	5698	D COSGROVE	REFUND OF ANIMAL TRAP BOND	100.00
10/04/2024	5688	D RICHARDSON	REFUND OF APPLICATION	2,000.00
2/04/2024	5695	D SIMMONDS	REFUND OF AIRPORT PARKING CARD	25.00
17/04/2024	5693	DANIEL CASSETTAI DESIGNS	REFUND OF APPLICATION	147.00
18/04/2024	5694	DAVID JENKINS ARCHITECTURE	REFUND OF APPLICATION	295.00
11/04/2024	5689	DELCORP PROJECTS PTY LTD	REFUND OF RATE OVERPAYMENT	1,982.78
29/04/2024	5702	G HUMPHREY	REFUND OF ANIMAL TRAP BOND	100.00
15/04/2024	5691	H ROBINSON	REFUND OF RATE OVERPAYMENT	672.31
4/04/2024	5680	HORIZON	REFUND OF APPLICATION	100.00
8/04/2024	5683	J & N NAUGHTON	REFUND OF RATE OVERPAYMENT	665.00
12/04/2024	5690	J JOHNSTON	REFUND OF APPLICATION	295.00
5/04/2024	5682	J STEWART	REFUND OF ANIMAL TRAP BOND	100.00
2/04/2024	5674	K AVERY	REFUND OF ANIMAL TRAP BOND	100.00
5/04/2024	5681	L GALLOP	REFUND OF RATE OVERPAYMENT	786.00
8/04/2024	5683	L GALLOP	REFUND OF RATE OVERPAYMENT	393.00
9/04/2024	5686	L REED	REFUND OF ANIMAL TRAP BOND	100.00
2/04/2024	5672	LES MILLS ASIA PACIFIC	CONTRACT FEES	680.45
2/04/2024	5673	LES MILLS ASIA PACIFIC	CONTRACT FEES	680.45
9/04/2024	5686	M DE MEO	REFUND OF ANIMAL TRAP BOND	100.00
3/04/2024	5676	MAZE INVESTMENTS	REFUND OF RATE OVERPAYMENT	3,322.52
29/04/2024	5702	N & V TURNER	REFUND OF ANIMAL TRAP BOND	100.00
29/04/2024	5703	N ARROLD	REFUND OF APPLICATION	1,000.00
16/04/2024	5696	N REILLY	REFUND OF AIRPORT PARKING CARD	20.00
15/04/2024	5692	N SHIPLEY	REFUND OF ANIMAL TRAP BOND	100.00
9/04/2024	5687	OUTDOOR WORLD	REFUND OF APPLICATION	147.00
24/04/2024	5708	OUTDOOR WORLD	REFUND OF APPLICATION	87.68
9/04/2024	5686	R JOHNS	REFUND OF ANIMAL TRAP BOND	100.00
23/04/2024	5699	R MCDAVITT	REFUND OF ANIMAL TRAP BOND	100.00
5/04/2024	5681	RIGGING WEST PTY LTD	REFUND OF RATE OVERPAYMENT	2,101.00
10/04/2024	5688	S & S MANSFIELD	REFUND OF RATE OVERPAYMENT	602.53
4/04/2024	5680	TANGENT	REFUND OF APPLICATION	110.00
15/04/2024	5691	TINUS SPANGEBERG	REFUND OF TOWN PLANNING & ROAD BOND	11,250.00
3/04/2024	5679	W DOLAN	REFUND OF ANIMAL TRAP BOND	100.00
4/04/2024	5680	WA SIGN & PRINT MANAGEMENT	REFUND OF APPLICATION	110.00
4/04/2024	5680	WA SIGN & PRINT MANAGEMENT	REFUND OF APPLICATION	61.65
9/04/2024	5685	WORMALL CIVIL PTY LTD	REFUND OF TOWN PLANNING & ROAD BOND	10,750.00
				809,955.88

PAYROLL PAYMENTS APRIL 2024				
DATE	**REF #**	**NAME**	**DESCRIPTION**	**AMOUNT $**
2/04/2024	2/04/2024	CITY OF BUSSELTON	PAYROLL & SALARIES	919,981.92
16/04/2024	16/04/2024	CITY OF BUSSELTON	PAYROLL & SALARIES	921,835.74
30/04/2024	30/04/2024	CITY OF BUSSELTON	PAYROLL & SALARIES	914,286.90
				2,756,104.56

CITY OF BUSSELTON
MONTHLY FINANCIAL REPORT
For the period ended 30th April 2024

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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City of Busselton

Statement of Financial Activity

Year to Date As At 30th April 2024

	Note	2023/2024 Actual YTD	2023/2024 Amended Budget YTD	2023/2024 Original Budget YTD	2023/2024 Amended Budget	2023/2024 Original Budget	2023/24 YTD Bud (A) Variance	2023/24 YTD Bud (A) Variance
		$	$	$	$	$	%	$
Operating Activities								
Revenue from Operating Activities								
Rates		60,754,396	60,395,273	60,395,273	60,395,882	60,395,882	0.59%	359,123
Grants, Subsidies and Contributions	**3.1**	3,235,625	1,922,801	1,922,801	5,452,685	5,325,685	68.28%	1,312,824
Fees & Charges		21,879,397	20,044,220	20,044,220	22,404,393	22,404,393	9.16%	1,835,178
Other Revenue	**3.2**	492,493	174,872	174,872	334,933	334,933	181.63%	317,622
Interest Earnings	**3.3**	5,236,510	3,617,538	3,617,538	4,305,492	4,305,492	44.75%	1,618,972
Profit on Asset Disposals		148,112	23,637	23,637	24,120	24,120	526.61%	124,475
		91,749,476	**86,178,340**	**86,178,340**	**92,917,505**	**92,790,505**	**6.46%**	**5,568,194**
Expenses from Operating Activities								
Employee Costs		(31,704,973)	(30,406,609)	(30,406,609)	(37,929,304)	(37,929,304)	(4.27%)	(1,298,365)
Materials & Contracts	**3.4**	(18,439,110)	(23,984,720)	(23,904,720)	(29,232,925)	(29,072,925)	23.12%	5,545,611
Utilities (Gas, Electricity, Water etc)		(2,490,206)	(2,344,971)	(2,344,971)	(2,980,399)	(2,980,399)	(6.19%)	(145,235)
Depreciation on non current assets		(22,595,474)	(21,290,479)	(21,290,479)	(25,541,373)	(25,541,373)	(6.13%)	(1,304,995)
Finance Costs		(1,312,833)	(1,350,635)	(1,350,635)	(1,749,875)	(1,749,875)	2.80%	37,802
Insurance Expenses		(911,491)	(872,197)	(872,197)	(894,395)	(894,395)	(4.51%)	(39,295)
Other Expenditure	**3.5**	(3,382,443)	(5,277,045)	(5,277,045)	(6,823,844)	(6,823,844)	35.90%	1,894,601
Allocations		1,224,362	1,663,837	1,663,837	1,996,605	1,996,605	26.41%	(439,474)
Loss on Asset Disposals		(73,401)	(94,897)	(94,897)	(205,278)	(205,278)	22.65%	21,496
		(79,685,570)	**(83,957,715)**	**(83,877,715)**	**(103,360,789)**	**(103,200,789)**	**5.09%**	**4,272,146**
Adjustments for Non-cash Revenue & Expenditure								
Depreciation		22,595,474	21,290,479	21,290,479	25,541,373	25,541,373		1,304,995
Asset Adjustments as per Changes to Regulations (OAG)		0	0	0	1	1		1
(Profit)/Loss on Sale of Assets		(74,711)	39,904	39,904	181,158	181,158		(145,971)
Allocations & Other Adjustments		(223,105)	0	0	0	0		0
Deferred Pensioner Movements (Non-current)		40,397	0	0	0	0		0
Recording of Employee Benefit and Other Provisions (NC)		(4,803,009)	0	0	0	0		0
Fair value and Gain on Sale Adjustment		(2,942)	0	0	0	0		0
Right of Use Assets		(37,689)	0	0	0	0		0
Total Non-Cash Amounts Excluded from Operating Activities	**2**	17,494,415	21,330,383	21,330,383	25,722,532	25,722,532	(17.98%)	(3,835,968)
Amount Attributable to Operating Activities		**29,558,322**	**23,551,008**	**23,631,008**	**15,279,248**	**15,312,248**	**25.51%**	**6,007,314**
Investing Activities								
Capital Grants, Subsidies and Contributions	**3.6**	4,462,495	7,995,340	7,920,340	20,026,075	19,649,075	(44.19%)	(3,532,845)
Land & Buildings	**3.7**	(12,029,071)	(25,215,584)	(25,362,767)	(29,887,475)	(29,976,325)	52.30%	13,186,513
Plant & Equipment	**3.8**	(1,973,032)	(3,802,830)	(3,762,830)	(6,118,421)	(6,078,421)	48.12%	1,829,798
Furniture & Equipment	**3.9**	(396,218)	(1,230,801)	(1,241,951)	(1,477,759)	(1,488,909)	67.81%	834,583
Infrastructure	**3.10**	(10,266,928)	(17,422,298)	(17,083,784)	(22,540,982)	(21,917,829)	41.07%	7,155,370
								0
Proceeds from Disposal of Assets	**3.11**	509,881	614,800	614,800	863,800	863,800	(17.07%)	(104,919)
Self Supporting Loans - Repayment of Principal		144,986	139,133	139,133	193,385	193,385	4.21%	5,853
Amount Attributable to Investing Activities		**(19,547,887)**	**(38,922,239)**	**(38,777,059)**	**(38,941,378)**	**(38,755,225)**		**19,374,352**
Donated Assets		(2,422,384)	(229,781)	(229,781)	(9,300,000)	(9,300,000)		(9,070,220)
Deposit & Bonds Movements (cash backed NC)		(138,555)	0	0	0	0		0
Future Obligations Net Movements (NC)		4,627,837	0	0	(49,677)	(49,677)		(49,677)
Non-Cash Amounts Excluded from Investing Activities	**2**	2,066,899	(229,781)	(229,781)	(9,349,677)	(9,349,677)		(9,119,897)
Amount Attributable to Investing Activities		**(17,480,989)**	**(39,152,020)**	**(39,006,840)**	**(48,291,055)**	**(48,104,902)**	**55.35%**	**10,254,456**
Financing Activities								
Repayment of Borrowings		(3,737,093)	(3,802,155)	(3,802,155)	(4,738,701)	(4,738,701)	1.71%	65,062
Principal Elements of Finance Lease Payments		(106,199)	(114,651)	(114,651)	(114,651)	(114,651)	7.37%	8,452
Proceeds from New Loans	**3.12**	0	2,000,000	2,000,000	2,000,000	2,000,000	(100.00%)	(2,000,000)
Advances to Community Groups	**3.13**	0	(250,000)	(250,000)	(250,000)	(250,000)	100.00%	250,000
Transfer to Restricted Assets	**3.14**	(20,761,849)	(9,034,678)	0	(9,200,455)	(11,180)	(129.80%)	(11,727,171)
Transfer from Restricted Assets		17,476,218	17,135,900	17,135,900	22,096,174	20,563,074	1.99%	340,318
Transfer to Reserves		(34,724,918)	(34,397,886)	(34,397,886)	(39,002,737)	(39,002,738)	(0.95%)	(327,032)
Transfer from Reserves	**3.15**	35,492,511	43,734,907	34,700,227	60,267,588	52,392,260	(18.85%)	(8,242,396)
Amount Attributable to Financing Activities		**(6,361,331)**	**15,271,437**	**15,271,435**	**31,057,217**	**30,838,064**	**(141.66%)**	**(21,632,767)**
Opening Funds Surplus/ (Deficit)		1,955,161	1,954,590	1,954,590	1,954,590	1,954,590		
Amount Attributable to Operating Activities		29,558,322	23,551,008	23,631,008	15,279,248	15,312,248		
Amount Attributable to Investing Activities		(17,480,989)	(39,152,020)	(39,006,840)	(48,291,055)	(48,104,902)		
Amount Attributable to Financing Activities		(6,361,331)	15,271,437	15,271,435	31,057,217	30,838,064		
Net Current Position - Surplus / (Deficit)	**2**	**7,671,164**	**1,625,015**	**1,850,193**	**0**	**0**	**372.07%**	**6,046,149**

City of Busselton
Statement of Financial Position
Year to Date As At 30th April 2024

	2023/24 YTD Actual	2022/23 Actual
	$	$
Current Assets		
Cash & Cash Equivalents	27,017,926	21,032,276
Trade & Other Receivables - Current	4,979,929	3,750,792
Other Financial Assets	94,682,579	94,682,579
Inventories	1,272,715	1,272,715
Contract Assets	309,426	309,426
Other Assets	774,347	483,906
Non-Current Assets Held for Sale	0	0
Total Current Assets	129,036,922	121,531,695
Non Current Assets		
Other Receivables	619,850	678,222
Other Financial Assets	1,289,894	1,431,938
Property, Plant & Equipment	209,210,685	199,363,753
Infrastructure	645,890,750	651,595,672
Contract Assets	7,672,464	7,672,464
Right of Use Assets Furniture & Equipment	8,091	104,784
Total Non Current Assets	864,691,733	860,846,832
Total Assets	**993,728,655**	**982,378,526**
Current Liabilities		
Trade & Other Payables	7,715,717	8,873,525
Contract Liabilities	1,266,220	1,266,220
Grant Liabilities	984,500	984,500
Lease Liabilities	11,197	117,396
Borrowings	4,620,953	4,620,953
Employee Provisions	5,885,190	5,885,190
Other Provisions	1,700,991	6,504,000
Total Current Liabilities	22,184,768	28,251,784
Non Current Liabilities		
Sundry Payable	0	0
Contract Liabilities	10,129,375	9,205,220
Grant Liabilities	10,564,741	6,861,059
Lease Liabilities	72,873	72,873
Borrowings	39,884,107	43,621,201
Employee Provisions	577,890	577,890
Total Non Current Liabilities	61,228,987	60,338,242
Total Liabilities	**83,413,755**	**88,590,026**
Net Assets	**910,314,901**	**893,788,500**
Equity		
Retained Surplus	501,117,207	483,823,213
Reserves	77,370,588	78,138,181
Revaluation Surplus	331,827,106	331,827,106
Total Equity	**910,314,901**	**893,788,500**

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30th April 2024

Note 1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has 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.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, 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.

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 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

SIGNIFICANT ACCOUNTING POLICES
Significant acccounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW
Date prepared: All known transactions YTD

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30th April 2024

Note 2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

Net current assets used in the Statement of Financial Activity	Sub-Note	Adopted Budget Closing 30-Jun-24	Last Year Closing 30-Jun-23	Year to Date 29-Feb-24
Current assets		$	$	$
Cash and cash equivalents		79,919,613	115,532,276	121,517,926
Trade and other receivables		2,523,748	2,734,948	4,979,929
Inventories		1,200,000	1,272,715	1,272,715
		83,643,361	119,539,940	127,770,571
Less: current liabilities				
Trade and other payables		3,765,648	3,765,648	3,762,239
Other liabilities		6,627,934	6,342,753	8,581,315
		10,393,582	10,108,401	12,343,554
Net current assets		**73,249,779**	**109,431,539**	**115,427,017**
Less: Total adjustments to net current assets	(c)	(73,249,779)	(107,476,377)	(107,755,853)
Closing funding surplus / (deficit)		**0**	**1,955,161**	**7,671,164**

(a) Non-cash amounts excluded from Net Current Position

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32* .

Non-cash amounts excluded from operating activities	Adopted Budget Closing 30-Jun-24	Last Year Closing 30-Jun-23	Year to Date 29-Feb-24
	$	$	$
Adjustments to operating activities			
Less: Profit on asset disposals	(24,120)	(200,266)	(148,112)
Less: Movement in finance leases	0	(47,238)	0
Less: Movement Other	0	(368,664)	(223,105)
Less: Fair value adjustments to financial assets at amortised cost	0	(6,450)	(2,942)
Less: Movement in pensioner deferred rates (non-current)	0	(49,037)	40,397
Less: Movement in employee benefit provisions (non-current)	0	(69,787)	(4,803,009)
Add: Loss on disposal of assets	205,278	346,370	73,401
Less: Movement in other provisions (non-current)	0	6,504,000	(37,689)
Add: Depreciation on non-current assets	25,541,373	26,481,887	22,595,474
Total non-cash amounts excluded from operating activities	**25,722,531**	**32,590,815**	**17,494,415**

(b) Non-cash amounts excluded from investing activities

The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32* .

Adjustments to investing activities			
Infrastructure received for substantially less than fair value	(9,300,000)	(5,204,907)	(2,422,384)
Movement in current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity associated with restricted cash	(49,677)	2,037,309	4,489,282
Total non-cash amounts excluded from investing activities	**(9,349,677)**	**(3,167,599)**	**2,066,899**
Total non-cash amounts excluded from Net Current Position	**16,372,854**	**29,423,216**	**19,561,314**

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Adopted Budget Closing 30-Jun-24	Last Year Closing 30-Jun-23	Year to Date 29-Feb-24
	$	$	$
Adjustments to net current assets			
Less: Reserves/ Restricted - cash backed	(79,877,713)	(113,819,130)	(116,137,168)
- Current portion of contract liability held in restricted assets	1,551,401	1,266,220	1,266,220
- Current portion of unspent capital grants held in restricted assets	984,500	984,500	784,500
- Current portion of performance bonds held in restricted assets	4,092,033	4,092,033	3,953,478
Total adjustments to net current assets	**(73,249,779)**	**(107,476,377)**	**(110,132,970)**

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30TH APRIL 2024

Note 3 Material Variance Explanations

Cost Centre or Project	Description	Actual YTD $	Budget YTD $	Full Year Budget $	Variance YTD %	Variance YTD $	Change in Variance Current Month $
Amounts Attributable to Operating Activities		***29,558,322***	***23,551,008***	***15,279,248***	***25.51%***	***6,007,314***	***(1,085,036)***
Revenue from Operating Activities		***91,749,476***	***86,178,340***	***92,917,505***	***6.46%***	***5,568,194***	***516,868***
The material variance items contained within this category, on the face of the FAS, are explained below:							
1	**Grants, Subsidies and Contributions**	***3,235,625***	***1,922,801***	***5,452,685***	***68.28%***	***1,312,824***	***458,755***
Corporate Strategy and Performance		***444,448***	***127,257***	***175,615***	***249.25%***	***317,192***	***13,376***
1032	Financial Services Management	133,469	-	-	100.00%	133,469	-
This unbudgeted income amount is a result of the transfer of restricted developer contribution funds held aside for activities that were completed/acquitted many years ago. This was discovered as part of the reserve consolidation process.							
1033	Finance	117,959	76,610	100,867	53.97%	41,350	(10,824)
This positive variance is a result of the transfer of restricted developer contribution funds held aside for activities that were completed/aquitted many years ago. This was discovered as part of the reserve consolidation process.							
1034	Rates	155,333	27,561	39,709	463.59%	127,772	(852)
The positive variance is mainly attributable to the 22/23 adjustment to the Financial Assistance Grants, plus an adjustment paid in relation to the advance payment made in June for the 23/24 year, none of which was not known or could have been predicted at time of budgeting (note that this item should have been allocated against the Finance cost centre).							
1040	Legal Services	17,203	5,241	6,289	228.24%	11,962	12,541
Positive variance relates to the receipt of parenting leave reimbursements, which can never be predicted with any accuracy, but are offset by the outgoing payments to the staff member.							
Community Planning		***580,926***	***440,578***	***1,455,631***	***31.86%***	***140,348***	***3,498***
1010	Community and Recreation Development	2,170	52,083	106,500	(95.83%)	(49,913)	(2,208)
The Community Capacity Building Program grant funding from Lotterywest and the Every Club grant funding from DLGSC are yet to be received.							
1013	Youth Development	99,911	2,500	85,620	3896.43%	97,411	(727)
Funding was received for activities that have already been completed, so was recognised in revenue immediately. The budget however was allocated to the end of financial year, when the spend involved in most grant funded activities is fully reconciled and any associated grant funding recognised.							
1049	Strategic Planning	75,000	-	142,000	100.00%	75,000	-
Funding was received for activities that have already been completed, so was recognised in revenue immediately. The budget however was allocated to the end of financial year, when the spend involved in most grant funded activities is fully reconciled and any associated grant funding recognised.							
1054	Ranger Services	14,757	2,026	2,452	628.52%	12,732	7,000
Positive variance relates to the receipt of workers compensation insurance reimbursements, which can never be predicted with any accuracy, but are offset by the outgoing payments to the staff member.							
Infrastructure and Environment		***1,760,565***	***925,023***	***2,815,416***	***90.33%***	***835,543***	***421,426***
1014	Infrastructure and Environment Directorate	1,333,971	701,015	858,776	90.29%	632,956	395,034
The contributions from BJINC are higher than anticipated due to their income being a lot higher than expected.							
1015	Civil Infrastructure Management	223,155	54,860	71,605	306.77%	168,295	17,685
Positive variance relates to the receipt of workers compensation insurance reimbursements, which can never be predicted with any accuracy, but are offset by the outgoing payments to the staff member.							
1017	Parks & Gardens	72,078	36,270	48,169	98.73%	35,809	719
Positive variance due to additional unbudgeted income from EV charging stations in both Busselton and Dunsborough locations.							
1025	Fleet Services	108,540	119,084	122,592	(8.85%)	(10,544)	3,168
The negative variance is due to the month lag for the BAS refund of the diesel fuel rebate.							
1026	Waste Services	12,171	-	-	100.00%	12,171	(796)
Majority of the unbudgeted revenue is attributed to reimbursements from insurance and parental leave payments, as well as some other LGAs contributions back in August 2023, relating to when the City previously employed the Southwest Regional Waste Grp. Tech Officer .							
2	**Other Revenue**	***492,493***	***174,872***	***334,933***	***181.63%***	***317,622***	***123,073***
Corporate Strategy and Performance		***78,928***	***25,685***	***29,869***	***207.29%***	***53,243***	***7,057***
1033	Finance	17,803	417	500	4172.34%	17,386	(2,555)
The positive over budget variance is due to the receipt of salary packaging amounts from the former third party staff salary packaging provider, but the new provider has not as yet reconciled all of the various accounts and requested the funds to be transferred to them.							
1034	Rates	22,137	7,622	7,622	190.44%	14,515	-
The ESL Levy administration fee (done by the Rates team), came in a lot higher than forecast.							
1037	Customer Service	30,019	17,646	21,747	70.12%	12,373	825
There has been higher than expected sales of number plates and memorialisation stock.							
Infrastructure and Environment		***330,749***	***70,155***	***210,898***	***371.45%***	***260,594***	***99,854***
1017	Parks & Gardens	24,768	15,788	26,051	56.88%	8,980	(5,306)
Invoicing for water sold via the standpipe at the NCC is higher than expected YTD, due to significantly higher demand.							
1026	Waste Services	293,492	54,367	184,847	439.84%	239,126	105,160
Positive YTD budget variance amount is due to higher volumes of sales of scrap metal at higher than expected prevailing prices.							
3	**Interest Earnings**	***5,236,510***	***3,617,538***	***4,305,492***	***44.75%***	***1,618,972***	***(338,166)***
Better than YTD budget due to higher than expected interest rates and cash on hand position earlier in the year, with the roll over of invested funds from last financial year also coming to fruition and overlapping into this financial year.							

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30TH APRIL 2024

Note 3 Material Variance Explanations

Cost Centre or Project	Description	Actual YTD $	Budget YTD $	Full Year Budget $	Variance YTD %	Variance YTD $	Change in Variance Current Month $
Expenses from Operating Activities		***(79,685,570)***	***(83,957,715)***	***(103,360,789)***	***5.09%***	***4,272,146***	***(1,669,955)***
The expense line items on the face of the financial statement that have a YTD variance that meet the material reporting threshold are outlined below:							
4	**Materials & Contracts**	***(18,439,110)***	***(23,984,720)***	***(29,232,925)***	***23.12%***	***5,545,611***	***(69,418)***
Office of the CEO		***27,026***	***6,862***	***8,485***	***(293.83%)***	***(20,164)***	***(1,198)***
1031	Stakeholder Relations	22,325	2,718	3,261	(721.42%)	(19,607)	(1,378)
The variance relates to subscription costs that have not been budgeted for associated with the website and mail chimp. These have been budgeted organisationally and so the funds are covered.							
Corporate Strategy and Performance		***1,790,346***	***1,935,389***	***2,303,008***	***7.49%***	***145,042***	***(1,711)***
1027	Corporate Strategy and Performance Directorate	93	21,781	28,637	99.57%	21,688	303
Forecast activities for which external consultancy was to be required have either not as yet commenced, not progressed as planned, or internal resources have been utilised instead.							
1029	Governance Services	201,086	249,783	286,090	19.50%	48,698	10,497
Underspend is primarily due to consultancy costs budgeted for and not expended in the period, and subscriptions costs not incurred against the budget YTD (timing variance). Utilisation of this forecast is expected in subsequent periods.							
1030	Human Resources and WHS	56,691	95,507	114,608	40.64%	38,816	5,368
Underspend is due to expected consultancy spend being behind schedule on the Mercer remuneration review project.							
1033	Finance	104,154	86,668	95,729	(20.18%)	(17,486)	(337)
The overspend is primarily due to a timing issue with how the budget for bank charges has been shaped through the year. The budget has been evenly spread, however the bulk of the bank charges arise when people pay their rates in September. There has also been higher than expected consultancy costs due to the resetting of the Long Term Financial Plan model.							
1034	Rates	167,293	184,150	220,979	9.15%	16,856	3,501
The positive variance YTD is mainly due to a lag in receiving legal expense bills for debt collection proceedings.							
1036	Information Technology	1,100,157	1,110,295	1,332,305	0.91%	10,138	(29,361)
The budget has been equally proportioned across the financial year, however, the significant IT projects that are expected to require consultancy have had a delayed start. Also, there has been delays in receiving and/or processing various software licensing renewals.							
1037	Customer Service	64,391	53,256	63,922	(20.91%)	(11,134)	(152)
Overspend due to staff amenities now allocated 100% to Customer Service, for distribution throughout the organisation, plus software costs budgeted elsewhere. There is also an overspend in memorial plaques, due to increased demand, which can be seen in the offsetting increase in sales.							
1040	Legal Services	85,721	127,100	152,520	32.56%	41,379	12,289
It is anticipated that there will be an underspend of approx $40k for the year which will have a positive impact on the reserve closing balance.							
Economic and Business Development		***1,837,968***	***2,194,944***	***2,752,692***	***16.26%***	***356,976***	***43,435***
1002	Events and Cultural Management	6,845	19,327	19,552	64.59%	12,482	1,559
Expenditure had been delayed due to delays in various projects, however these are now underway and budget should be expended by end of financial year.							
1003	Cultural Precinct	110,798	194,701	287,154	43.09%	83,903	(10,793)
The variance is due to a timing delay with programming expenses for Saltwater. Expenditure related to the grant for the opening production has been postponed.							
1005	Library Services	102,037	128,381	144,683	20.52%	26,344	(1,841)
The underspend in the libraries budget YTD is due to delays in the finalisation of procurement waivers. Orders are now in place with all suppliers and we are waiting on delivery of goods and the associated processing of the invoices.							
1007	Airport Operations	930,619	1,066,763	1,346,936	12.76%	136,144	83,906
Some activities falling under Airport Screening services, Security costs, Airport Maintenance, Inspections, Consultancy, Contractors and purchase of materials have started and commitments have been raised, other works have either not commenced and hence PO's not raised. Expenditure in these areas are also dependent on staff and contractor availability and hence variations occurring as a result of timing issues.							
1008	Economic Development	567,804	602,685	735,262	5.79%	34,881	(39,558)
Variance is due to a month lag in the invoicing for the contracted management services of the Jetty Tourist Park being received.							
1041	Property and Land Leasing	33,193	44,928	53,314	26.12%	11,735	1,215
Variance is made up of a number of small items. The major two items have had actions that have been delayed until the end of the financial year.							
1042	Aged and Community Housing	65,840	118,112	141,735	44.26%	52,272	7,932
The variance is due to the timing of invoices being issued as there are a number of commitments recorded against the operating expenses for both the Harris Road and Winderlup Villa units. There has also been a delay in obtaining quotes from contractors for certain works.							
Community Planning		***1,685,421***	***2,092,244***	***2,515,077***	***19.44%***	***406,823***	***(61,982)***
1011	Leisure Centres	487,760	412,862	477,767	(18.14%)	(74,898)	(23,333)
Actuals have exceeded YTD forecast due to unplanned maintenance work required to fix the indoor pool liner and invoicing of the Geothermal license fee occurring earlier than expected.							
1046	Building Services	7,429	23,782	28,539	68.76%	16,353	2,196
Software licensing for applications used in building services was forecast at being a lot higher than has actually eventuated. Also, there is a timing difference in relation to the building certification registrations of the team.							
1048	Statutory Planning	13,906	47,270	57,023	70.58%	33,364	1,158

CITY OF BUSSELTON
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Note 3 Material Variance Explanations

Cost Centre or Project	Description	Actual YTD $	Budget YTD $	Full Year Budget $	Variance YTD %	Variance YTD $	Change in Variance Current Month $
This relates mainly to consultancy spend, which in this area mainly relates to design review or peer review of technical documents (e.g. traffic impact assessments) in support of applications. The timing of that spend largely relates to the lodgement and assessment of applications, and is not determined by the City.							
1049	Strategic Planning	75,251	311,117	430,540	75.81%	235,866	(30,863)
A large proportion of total budget in this area (approx. 280K) is for a coastal planning project in the Siesta Park/Marybrook area, and the timing of that spend will be determined by an RFT and subsequent contractual process, but none of that spend has yet been incurred. The variance in this area is entirely attributable to that.							
1051	Environmental Health Services	83,114	98,825	118,591	15.90%	15,711	8,628
The majority of the variance is due to less mosquito management work being required than originally budgeted for due to lower than expected breeding numbers of virus spreading mosquitoes and an earlier than expected end to the season.							
1054	Ranger Services	89,333	153,768	177,121	41.90%	64,435	2,495
Underspend variance can be attributed to the following: •$37K was budgeted for postage of Firebreak Notice – decision made to send out with rates due to impending changes. •$26K in various commitments related to animal control, the community engagement associated with the bush fire notice review, equipment and towing services.							
1056	Emergency Services	495,243	612,244	734,692	19.11%	117,000	7,380
The main variances relate to budget timing and include: •SES – Timing of purchases – orders for storm season expected in April •Bush Fire Brigades o Timing of purchases – Large PPC order to be completed in April and invoice expected in June o 26% reduction of "large" bushfire incidents for January and 18% reduction of "Small" bushfire incidents. Increased frequency of Large fires is directly correlated t higher expenditure o Fleet servicing commences May and June •Mitigation works – Timing of works with contractors. Contractors have commenced works and on track for reaching target by end of May Expenditure is on track in relation to the full year budget. Budget is spread evenly across the year, however purchasing is very dependant on the specific needs of the brigades throughout the year.						
Infrastructure and Environment		***13,098,078***	***17,755,281***	***21,653,663***	***26.23%***	***4,657,204***	***(47,962)***
1014	Infrastructure and Environment Directorate	13,804	372,209	446,651	96.29%	358,405	34,854
This is a timing variance only as works have been completed awaiting invoices.							
1016	Construction and Maintenance	1,722,040	1,875,568	2,365,801	8.19%	153,528	(82,307)
The main variances relate to budget spread and include: • $93,647 Bridge maintenance – RFQ awarded and works commenced April • $83,573 Road Maintenance – expenditure is lower during summer months Expenditure is on track in relation to the full year budget.							
1017	Parks & Gardens	2,910,192	3,426,947	4,117,442	15.08%	516,755	(46,572)
Activities to date have been largely focused on general Open Space maintenance. This is consistent with lower YTD costs at this time of year compared to YTD budget which is evenly spread over the year. Due to Autumn and Winter seasons, materials and plants order's will be committed with a large amount of expenditure expected in the 4th quarter when they are required, this includes the Street Tree program, Foreshore works (after the tourist season) and sportsground works will be committed.							
1018	Major Projects Management	23,502	688	826	(3314.47%)	(22,814)	69
Actuals are operational mis-allocations that will be corrected.							
1019	Facilities Services	3,170,196	3,389,368	4,107,318	6.47%	219,172	(125,626)
This is a timing issue only, expenditure will increase at the end of the tourist season (Easter School Holidays) at that point the variance is expected to reduce. It is expected that all funds will be expended this FY.							
1020	Engineering and Facilities Services Management	386,905	3,413,396	4,165,954	88.67%	3,026,491	269,417
The main variances can be attributed to the following: (1) Coastal Works, that's currently in its planning phase, with Coastal Modelling being undertaken. Procurement is currently in full swing for the construction of coastal dune system at West Abbey, these works will be undertaken before the onset of winter. The majority of this funding is associated with the Federal Coastal Grant that the City secured, that's currently in the planning and procurement phase. (2) item is street lighting replacement and new installations programs, that's also currently in the planning phase. (3) is the Safer Speed Trial JV Initiative – grant that is being and rolled out by the RAC, this project is currently in progress. (4) is for the General Design and Traffic Modelling, this project is currently being procured for the development of an overall traffic model for Busselton and Dunsborough. Due to the nature of the four project groups above, all require upfront planning, design and procurement before the bulk expenditure will be recorded. Therefore the variance can be attributed to timing.						
1021	Asset Planning	11,939	66,680	80,015	82.09%	54,740	5,856
The underspend for this area can be attributed to the timing of the procurement of contractors to assist with data collection. Subscriptions and memberships are also underspend significantly, mainly also due to timing.							
1022	Design and Survey	65,860	31,964	35,357	(106.04%)	(33,896)	(10,164)
Actuals are operational mis-allocations that will be corrected.							

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30TH APRIL 2024

Note 3 Material Variance Explanations

Cost Centre or Project	Description	Actual YTD $	Budget YTD $	Full Year Budget $	Variance YTD %	Variance YTD $	Change in Variance Current Month $
1023	Development Control	38,752	77,303	98,764	49.87%	38,551	(9,897)
There is current commitments for works underway however waiting on invoices from the contractor. We are also waiting on the outcome of an RFQ to award which we anticipate will utilise the remaining budget.							
1025	Fleet Services	2,162,393	1,922,612	2,307,134	(12.47%)	(239,782)	(61,140)
Actuals over YTD budget associated to an increase in Fuels, Oils and Lubricants overall. Also the amount spent and number of replacement parts have increased as well.							
1026	Waste Services	2,321,360	2,423,855	3,021,845	4.23%	102,495	20,137
The underspend is in numerous accounts associated with things like lower amounts paid towards water reimbursements to properties external to the Busselton Transfer Station, as well as contractors to process Greenwaste, and the overall use of contractors at the Dunsborough waste facility for the month.							
1062	Sustainability	250,804	727,500	873,000	65.53%	476,696	(43,961)
Procurement of Stage 3 Vasse River Dredging is due to go to market early February 2024. Works to take place in May/June 2024 for ideal climatic conditions.							
5	**Other Expenditure**	***(3,382,443)***	***(5,277,045)***	***(6,823,844)***	***35.90%***	***1,894,601***	***148,466***
Office of the CEO		***128,855***	***209,524***	***351,126***	***38.50%***	***80,669***	***(29,457)***
1000	Office of the CEO	47,057	128,275	147,223	63.32%	81,217	4,370
The majority of the variance is timing related due to the timing of activities being difficult to predict. Funds are expected to be utilised by year end.							
Corporate Strategy and Performance		***812,461***	***945,945***	***1,383,915***	***14.11%***	***133,484***	***13,185***
1029	Governance Services	578,874	729,846	898,091	20.69%	150,972	17,390
The variance is primarily due to the timing of expenditure in the Council Contingency Holding Account. Based on current commitments expenditure is expected to align with budget by the end of June.							
1034	Rates	32,380	19,121	117,374	(69.34%)	(13,259)	(5,352)
The negative YTD variance to budget has been caused by more interim rating valuations being required that expected at this point in the financial year.							
Economic and Business Development		***1,893,903***	***3,538,207***	***4,410,944***	***46.47%***	***1,644,304***	***104,728***
1003	Cultural Precinct	18,582	72,640	108,649	74.42%	54,057	2,704
This is due to delayed timing of marketing and promotions for Saltwater, based on new opening dates for the venue.							
1004	Events	1,006,013	1,165,133	1,394,788	13.66%	159,120	86,900
The budget variance in events is due to the timing of funding rounds and payment of milestone invoices. It is expected that all Events budget will be expended by end of FY. There are still two rounds of grant funding to be run and paid from Marketing & Promotions, so the expenditure of that will be determined by the applications received.							
1007	Airport Operations	681,511	2,084,298	2,663,611	67.30%	1,402,788	(16,615)
The majority of this expenditure is related to the airline attraction and marketing & promotions activities. Jetstar have not yet produced invoices for the incentive payment for the last 2 quarters. The City is also still waiting for TWA to invoice the City for $250k for marketing and promotions activities.							
1008	Economic Development	151,154	186,557	205,775	18.98%	35,402	33,491
Variation relates to Visitor Servicing invoice for quarter 4 yet to be received.							
Community Planning		***420,121***	***480,042***	***551,650***	***12.48%***	***59,921***	***60,701***
1010	Community and Recreation Development	277,063	328,299	370,056	15.61%	51,237	62,107
Underspend is due to Community Assistance Program payments yet to be paid out. This will not be fully expended this year. There was also an over budgeted amount for the school chapliancy program that has been finalised fo rthis financial year.							
1045	Planning Administration Support	-	32,011	32,011	100.00%	32,011	-
The underspend relates to the Façade Refurbishment Subsidy program which has not been offered to the community this year, due to staff resourcing and other pressing work priorities.							
1046	Building Services	19,272	-	-	100.00%	(19,272)	-
The unbudgeted spend YTD represents a contribution of Long Service Leave entitlements to another Local Government Authority, for a previous employee. This is funded from the LSL Reserve.							
Infrastructure and Environment		***121,607***	***103,326***	***126,210***	***(17.69%)***	***(18,282)***	***(691)***
1020	Engineering and Facilities Services Management	23,682	1,575	2,100	(1403.63%)	(22,107)	(355)
YTD overspend is due to an unbudgeted payment of LSL entitlements to another LGA for a former staff member. This will be offset by a funding transfer from the Long Service Leave reserve.							
1026	Waste Services	44,735	56,543	67,913	20.88%	11,808	1,530
Expenditure is associated with water reimbursements to neighbouring properties around the Busselton Transfer Station, when the actual water usage invoices are presented. Amount reimbursed is less than YTD forecast.							
Amounts Attributable to Investing Activities		***(17,480,989)***	***(39,152,020)***	***(48,291,055)***	***55.35%***	***10,254,456***	***(5,189,535)***
Items included in Investing Activities are Capital Grants, Subsidies & Contributions, Capital Expenditure in the various classes of assets, and Proceeds from Sale of Assets. The attachments to this report includes the detailed listings of all capital expenditure (project) items. The main areas of YTD variance to budget for Investing Activities that appear on the face of the Financial Activity Statement are summarised as follows:							
6	**Capital Grants, Subsidies and Contributions**	***4,462,495***	***7,995,340***	***20,026,075***	***-44.19%***	***(3,532,845)***	***(6,042,253)***
Many capital projects that have been budgeted to have been completed by this time have not. As such, the recoginition of the associated capital grant funding is delayed, as it can not be brought to account until the projects have been finalised. This is offset by the positive variance in capital expenditure on the same projects.							

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30TH APRIL 2024

Note 3 Material Variance Explanations

Cost Centre or Project	Description	Actual YTD $	Budget YTD $	Full Year Budget $	Variance YTD %	Variance YTD $	Change in Variance Current Month $
7	**Land & Buildings**	***(12,029,071)***	***(25,215,584)***	***(29,887,475)***	***52.30%***	***13,186,513***	***494,163***
12847 & 15073	Strategic Land Purchases	817,797	3,900,000	3,900,000	79.03%	3,082,203	(2,271)
The City has entered into agreements for strategic land purchases in Yalyalup and Dunsborough. Total expenditure this financial year largely comprises of the payment of the deposits. Neither strategic land purchase will be completed this financial year resulting in an underspend of approximately $3.1M.							
Various	Saltwater	10,199,041	17,608,304	20,707,633	42.08%	7,409,263	260,564
This variance is due to smaller than anticipated progress claims submitted by the contractor. This is due to delays experienced on site due to materials and contractor availability, as a result of current market conditions. It is anticipated that much of this budget will be carried over.							
10016	Civic and Administration Centre Minor Upgrades(C)	6,106	35,000	35,000	82.55%	28,894	(6,106)
Commitments have been made to upgrade the lighting management system. Facilities and IT working to provide contractor with network access. Anticipated to be complete by May.							
10025	Weld Theatre (C)	167,322	250,000	250,000	33.07%	82,678	(25,280)
Remedial works ongoing as part of BPACC integration - potential for the remainder of this budget to be carried over into FY24/25.							
10585	BMRA Hangars(C)	-	303,790	303,790	100.00%	303,790	-
This project is to construct 2 hangars in the GA precinct. This project has not been started yet due to competing priorities. Officers will finalise discussions relating to a proposal for multiple hangar sites in the GA precinct prior to deciding if this project will proceed or not.							
10589	Airport Construction, Existing Terminal Upgrade(C)	47,948	103,847	103,847	53.83%	55,899	-
We have completed the remaining terminal improvements which included the installation of the training/office transportable and ablution block (which came in under budget). With the exception of approximately $15k (one invoice raised against the Airport Ops budget and one invoice still to be paid) the remaining funds are unallocated. They are reserve funded so the underspend will have no impact on the municipal position.							
10642	Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom F(C)	166,086	1,157,453	1,620,434	85.65%	991,367	231,491
The Council has now endorsed the location for the new pavilion project. Further design and consultation is now underway. A new timeline for project delivery is being developed for implementation. Expenditure to date is for the provision of temporary facilities for the area to be used until the final facility is constructed. RFQ's are now underway for sports lighting and expenditure will be seen in this area.							
10787	Geographe Leisure Centre Upgrade(C)	192,400	472,887	567,464	59.31%	280,487	(127,711)
The YTD underspend is due to the procurement process taking longer than anticipated due to contractor availability. Commitments to date of 232k for new sand filters, with works only completed in April. Additional works scheduled for May and June.							
10839	Naturaliste Community Centre AMP(C)	-	11,150	11,150	100.00%	11,150	-
Delay due to delay in supply of new AC unit required, current lead times 6+ weeks.							
12428	Re-use shop Busselton Transfer Station(C)	130,779	437,599	275,000	70.11%	306,820	41,360
Expenditure associated with the procurement of the 40 ft sea-containers associated with the Reuse Shop. Underspend variance from the procurement of the other components currently underway, with the entire budget expected to be spent by June.							
12440	Energy Efficiency Initiatives (Various Buildings) (C)	-	65,138	78,166	100.00%	65,138	6,514
Project is delayed due to Western Power delays.							
12800	Old Courthouse Complex Renewal (C)	11,400	85,711	102,853	86.70%	74,311	6,671
This variance is due to timing of works – planning and procurement has taken longer than anticipated, but are now due to commence in April.							
12804	Airport Terminal Building(C)	9,545	23,734	28,481	59.78%	14,189	2,373
Variances is due to focussing priorities on other infrastructure projects. Quotes and orders are now starting to be raised on airport terminal improvements.							
12939	Administration Building- 2-16 Southern Drive(C)	-	37,500	45,000	100.00%	37,500	3,750
This is a timing variance only, works are expected to commence in May.							
12940	Depot Building-Busselton(C)	70,521	225,000	270,000	68.66%	154,479	22,500
This is a timing issue due to the budget being evenly spread across the year. The actual timing of the Stage 1 of works was completed in January. It is anticipated that the remainder of this budget will be expended by EOFY, depending on contractor and material availability.							
14942	Lions Park Shopping Centre Toilets (C)	-	208,333	250,000	100.00%	208,333	20,833
City officers are re-negotiating terms with the Strata company. Therefore works have not been able to progress as planned.							
14943	Changing Places Accessible Ablutions (C)	623	133,333	250,000	99.53%	132,710	58,333
This is a timing issue. Public consultation has been completed, with the block to be situated next to the existing toilet block at Signal Park. The RFT has been uploaded, and the project is expected to be delivered by the end of the FY.							
15077	Lunch / Meeting Room for Transfer Station(C)	47,500	-	50,000	-	(47,500)	-
This facility was purchased earlier than originally forecast. The YTD variance is timing only.							
8	**Plant & Equipment**	***1,973,032***	***3,802,830***	***6,118,421***	***48.12%***	***1,829,798***	***821,222***
As some manufacturers have started taking orders, a few light vehicles have been purchased in the last month with a more RFQs for other equipment to be sent out over the next few months. Despite this, the entire capital budget is not expected to be fully expended by June and will result in items being relisted next year.							
9	**Furniture & Office Equipment**	***396,218***	***1,230,801***	***1,477,759***	***67.81%***	***834,583***	***67,204***
10965	P&E - P&G Smart Technologies(C)	19,817	62,500	75,000	68.29%	42,683	6,250
Field mapping system and parks toilet counters will be delivered in 4th quarter.							
12781	Saltwater - Loose Furniture & Fittings(C)	-	228,551	228,551	100.00%	228,551	-

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30TH APRIL 2024

Note 3 Material Variance Explanations

Cost Centre or Project	Description	Actual YTD $	Budget YTD $	Full Year Budget $	Variance YTD %	Variance YTD $	Change in Variance Current Month $
We will not be going out for RFQs and PQS until June/July, so this budget will not be expended until the following FY. The budget for Loose Furniture be carried over to 2024/25.							
12876	ICT Services - Equipment & Software Purchases(C)	250,237	804,581	965,497	68.90%	554,343	68,615
Specifications for the replacement virtual host servers ($150k budgeted) and SANs ($275k budgeted) are almost complete. These procurements will likely need to follow the RFQ procurement process, but these are scheduled to take place before Jun-2024.							
14730	Geographe Leisure Centre Fitness Equipment(C)	-	18,160	18,160	100.00%	18,160	-
Carryover of capital budget, most likely to be expensed by EOFY, dependant on supply availability and delays in procuring equipment.							
15065	Differential GPS (C)	17,310	-	20,000	-	(17,310)	-
The GPS has been ordered earlier than originally anticipated, to expedite the collection of infrastructure asset data.							
15082	Administration Building Furniture& Equipment C)	4,300	15,000	15,000	71.33%	10,700	(157)
Further expenditure will occur in the next few months, timing variance only.							
10	**Infrastructure**	***10,266,928***	***17,422,298***	***22,540,982***	***41.07%***	***7,155,370***	***(638,247)***
Various	Roads	5,910,288	8,795,739	10,141,354	32.81%	2,885,451	51,529
The budget spread for the majority of projects in this item is even across the financial year and based on the construction schedule there are some budget timing variances within this item. The main YTD Variance includes the following projects: • Jalbarragup Road New Shoulders (15085) and Reseal (14853) $849K – Construction in progress • Bussell Highway (11199) $882K – Construction in progress • Strelly Street Rehabilitation SLK 0.05 to 1.2 (14851) $459K – Construction to commence late April • Peron Avenue Asphalt Overlay (14856) $198K – Construction in progress							
14897	Naturaliste Terrace Footbridge Renewal #6017 Lot 254(C)	11,473	91,667	110,000	87.48%	80,194	9,167
A contract has been awarded for this project. However due to other commitments and significant delays on a project they are delivering for another Local Government this project will need to be relisted into the 2024/25 Budget.							
Various	Car Parks	446,258	659,900	713,123	32.37%	213,642	(16,246)
The budget timing reflects an even spread of expenditure across the financial year, with the exception of Carpark Hotel Site 2, which had a budget spread over July and August 2023. Based on the construction schedule there are some budget timing variances within this item. The main YTD Variance items includes the following projects: • Forrest Beach Horse Float Carparking Area (14872) $138K – Indigenous heritage consultation with Karri Karrak in progress. Project likely to require relisting into 2024/25 Budget • Carpark Hotel Site 2 (14815) $49K – project complete and commitments being finalised							
Various	Footpaths & Cycleways	392,391	1,579,668	2,066,677	75.16%	1,187,277	45,764
Based on the construction schedule there are some budget timing variances within this item, these mainly relate to the following projects with the vast majority of works in the 3rd and 4th quarter: • Forth St to Holgate (14887) $381K, Vincent Street to Geographe Bay Road (14895) $336K and Bay View Cresent (14893) $42K shared path projects. RFT01/24 under evaluation and construction planned for April – June. • Townscape Works Busselton (14814) $98K – Construction scheduled for April/ May. • Peron Avenue (14892) $112K – Consultation complete and design in progress. Construction planned for April/ May. • Carey Street (14890) $53K – Planned to follow drainage upgrades in March/ April.							
Various	Parks, Gardens & Reserves	1,964,153	4,611,033	7,117,075	57.40%	2,646,880	(220,143)
Budget timing for most projects within this item reflect an even spread of expenditure across the financial year. Many projects within this item are currently progressing well: The following projects have not commenced due to planning and scheduling delays: • $730K - Dunsborough Lakes Sporting Precinct (Stage 1) • $440K – Performing Arts Centre landscaping. • $30K Possum Park Barnard East Upgrade • $119K underspend Provence SAR Area General Improvements • $115K Mitchell Park Landscape Upgrade There are a number of smaller projects with underspends totalling a combined $1.2 million that are likely to be either carried over or delivered in June 24 due to contractor, equipment and material delays.							
Various	Drainage	790,562	905,027	1,104,476	12.65%	114,465	(75,176)
Budget timing does not reflect construction schedule for projects within this item, which sees projects delivered largely in the 3rd and 4th quarters.							
Various	Regional Airport and Industrial Park	751,803	779,265	1,288,278	3.52%	27,462	(433,142)
This category is made up of various projects including the Airfield construction, RFDS, Apron lighting, Apron CCTV, GA reseal of which a number have now been awarded, however works have either only just or are yet to commence due to contractor availability.							
11	**Proceeds from Sale of Assets**	***509,881***	***614,800***	***863,800***	***(17.07%)***	***(104,919)***	***91,440***
Due to the delayed delivery of new, replacement items, the disposal of the existing Fleet and Plant could not occur earlier. Consequently, the under YTD revenue was attributed to the disposal of some Light Vehicles and plant assets only commencing in February 2024. Although revenue from the proceeds of sale is expected to come closer to the budgeted revenue over the coming months, it is not expected to meet the end of year total forecast amount.							

CITY OF BUSSELTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30TH APRIL 2024

Note 3 Material Variance Explanations

Cost Centre or Project	Description	Actual YTD $	Budget YTD $	Full Year Budget $	Variance YTD %	Variance YTD $	Change in Variance Current Month $
Amounts Attributable to Financing Activities		***(6,361,331)***	***15,271,437***	***31,057,217***	***(141.66%)***	***(21,632,767)***	***6,545,682***
12	**Proceeds from New Loans**	***-***	***2,000,000***	***2,000,000***	***(100.00%)***	***(2,000,000)***	***-***
Planning and negotiations for the strategic purchases of land have been delayed, therefore the requirements to apply for and draw down on loan facilities has not been required to date. Also, there have been no aplications for self supporting loans from community groups.							
13	**Advances to Community Groups**	***-***	***(250,000)***	***(250,000)***	***100.00%***	***250,000***	***-***
No applications for loan funding have been received from community groups to date.							
14	**Transfer to Restricted Assets**	***(20,761,849)***	***(9,034,678)***	***(9,200,455)***	***(129.80%)***	***(11,727,171)***	***(732,343)***
At the time of budgeting it is not possible to predict what grants, contributions or developer bonds will be received, and in what timeframe, nor when they will be spent and hence potentially transferred to Restricted Assets (or unspent portions thereof). Transfers to restricted assets are offset by the incoming receipt, be it a grant, contribution, subsidy or even loan proceeds, so the net impact on the Net Current Position is always nil (once full reconciliation has occurred at year end). It should be noted that per Council budget amendment resolution, $8.7M has been moved from reserves to restricted funds in relation to historical developer contributions for community facilities that have not yet been utilised (not recognised in revenue), so could not be included in reserves. The remaining $12.1M YTD transfers relates to $2M of new developer contributions, $5.7M in various government grants that were restricted, as well as $1.4M in Roadwork Bonds, $536K in BJTP deposits, and $2.5M in various other deposits and bonds.							
15	**Transfer from Reserves**	***35,492,511***	***43,734,907***	***60,267,588***	***(18.85%)***	***(8,242,396)***	***5,261,833***
Although the budget for reserve transfers in the second half of the year has been somewhat shaped to align with predicted completion of some major projects, actual final reconciliation of project spends and the associated reserve transfers are not actually conducted until the end of the financial year.							

City of Busselton
Capital Acquisition/ Construction
For Period Ended 30 April 2024

Project	Project Description	2023/24 Actual YTD	2023/24 Amended Budget YTD	2023/24 Original Budget YTD	2023/24 Amended Budget	2023/24 Budget Original
		$	$	$	$	$
Land						
12847	Purchase Sues Road(C)	454,545	500,000	500,000	500,000	500,000
15073	Lot 9020 Dunsborough (C)	363,251	3,400,000	3,400,000	3,400,000	3,400,000
	Total Land	***817,797***	***3,900,000***	***3,900,000***	***3,900,000***	***3,900,000***
Buildings						
Aged Housing						
12231	Aged Housing Capital Improvements - Harris Road(C)	33,399	21,432	21,432	22,000	22,000
12233	Aged Housing Capital Improvements - Winderlup(C)	7,375	29,354	29,354	40,000	40,000
12234	Aged Housing Capital Improvements - Winderlup Court (City(C)	35,344	18,511	18,511	49,000	49,000
		76,118	69,296	69,296	111,000	111,000
Saltwater						
12471	Saltwater - Construction(C)	6,889,907	15,200,513	15,200,513	18,240,616	18,240,616
12652	Saltwater - Design of Structure / Professional Fees(C)	1,444,724	177,242	177,242	212,690	212,690
12779	Saltwater - Contingency (C)	1,798,370	2,111,657	2,111,657	2,111,657	2,111,657
12782	Saltwater - Utility Costs (C)	45,440	118,892	118,892	142,670	142,670
12784	Saltwater - Other (C)	20,600	-	-	-	-
		10,199,041	17,608,304	17,608,304	20,707,633	20,707,633
10016	Civic and Administration Centre Minor Upgrades(C)	6,106	35,000	35,000	35,000	35,000
10025	Weld Theatre Upgrade (C)	167,322	250,000	250,000	250,000	250,000
10585	BMRA Hangars(C)	-	303,790	303,790	303,790	303,790
10589	Airport Construction, Existing Terminal Upgrade(C)	47,948	103,847	103,847	103,847	103,847
10642	Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom F(C)	166,086	1,157,453	1,157,453	1,620,434	1,620,434
10787	Geographe Leisure Centre(C)	192,400	472,887	472,887	567,464	567,464
10839	Naturaliste Community Centre AMP(C)	-	11,150	-	11,150	-
12331	Smiths Beach New Public Toilet(C)	-	-	208,333	-	250,000
12428	Re-use shop Busselton Transfer Station(C)	130,779	437,599	437,599	275,000	275,000
12440	Energy Efficiency Initiatives (Various Buildings) (C)	-	65,138	65,138	78,166	78,166
12795	Busselton Depot CCTV & Electronic Gate(C)	13,772	16,259	16,259	16,259	16,259
12796	Depot Training Room (C)	60,407	62,500	62,500	75,000	75,000
12798	High Street Hall (C)	8,145	8,750	8,750	10,500	10,500
12800	Old Courthouse Complex Renewal (C)	11,400	85,711	85,711	102,853	102,853
12804	Airport Terminal Building(C)	9,545	23,734	23,734	28,481	28,481
12868	Busselton Jetty Tourist Park - Cabin Replacement/Upgrade (C)	-	-	-	540,000	540,000
12939	Administration Building- 2-16 Southern Drive(C)	-	37,500	37,500	45,000	45,000
12940	Depot Building-Busselton((C)	70,521	225,000	225,000	270,000	270,000
14942	Lions Park Shopping Centre Toilets (C)	-	208,333	208,333	250,000	250,000
14943	Changing Places Accessable Ablutions (C)	623	133,333	83,333	250,000	100,000
15067	Commonage Fire Facility (C)	2,860	-	-	40,000	40,000
15074	Vasse Toilet (C)	-	-	-	125,000	125,000
15077	Lunch / Meeting Room for Transfer Station(C)	47,500	-	-	50,000	50,000
15087	Mosquito Management Facility (C)	700	-	-	120,899	120,899
	Total Buildings	***11,211,274***	***21,315,584***	***21,462,767***	***25,987,475***	***26,076,325***
	Total Land & Buildings	***12,029,071***	***25,215,584***	***25,362,767***	***29,887,475***	***29,976,325***
Plant and Equipment						
10700	Dunsborough Cemetery(C)	-	17,730	17,730	21,276	21,276
12870	Busselton Jetty Tourist Park- Replace Holden Colorado 4x4(C)	36,160	35,000	35,000	35,000	35,000
12872	Busselton Jetty Tourist Park - Battery Powered Mule (C)	-	35,000	35,000	35,000	35,000
12881	HINO FD1024 Beavertail Truck (Turf) (C)	-	-	-	100,000	100,000
12882	Isuzu NPR65-190 Single Cab (Turf) (C)	-	-	-	100,000	100,000
12884	KUBOTA F3690 OUTFRONT MOWER (C)	29,200	29,200	29,200	29,200	29,200
12885	KUBOTA F3690 OUTFRONT MOWER (C)	29,200	29,200	29,200	29,200	29,200
12886	Brush / Tree Chipper (C)	-	100,000	100,000	100,000	100,000
12887	Plant Purchases (P11) - Redexim Easyspread 1600 Sand Spre(C)	-	20,000	20,000	20,000	20,000
12888	HINO FS2848 Tipper Truck (C&M) (C)	-	230,000	230,000	230,000	230,000
12890	Caterpillar CS56 Roller (C&M) (C)	-	180,000	180,000	180,000	180,000
12892	ISUZU FVZ1400 Tipper Truck (C&M) (C)	-	-	-	230,000	230,000
12894	Nissan Xtrail ST-L 2WD (Strategic Planning Coord) (C)	-	35,000	35,000	35,000	35,000
12895	NISSAN X-TRAIL ST-L 2WD SUV (ASSET MGMT COORD) (C)	35,000	35,000	35,000	35,000	35,000
12896	Facilities Operational Ute(C)	35,280	42,000	42,000	42,000	42,000
12897	ISUZU D-MAX SX 4X2 SINGLE CAB UTILITY (IRRIGATION) (C)	-	42,000	42,000	42,000	42,000
12898	MITSUBISHI TRITON 4X2 SINGLE CAB UTE (P&G) (C)	-	42,000	42,000	42,000	42,000
12899	Construction & Maintenance Ute (C)	41,124	42,000	42,000	42,000	42,000

City of Busselton
Capital Acquisition/ Construction
For Period Ended 30 April 2024

Project	Project Description	2023/24 Actual YTD	2023/24 Amended Budget YTD	2023/24 Original Budget YTD	2023/24 Amended Budget	2023/24 Budget Original
		$	$	$	$	$
12900	TOYOTA HILUX DUAL CAB 4X4 (CONST SUPERVISOR) (C)	44,345	45,000	45,000	45,000	45,000
12901	TOYOTA HILUX DUAL CAB 4X4 (MTCE SUPERVISOR) (C)	44,345	45,000	45,000	45,000	45,000
12902	Manager Governance & Corp Services Vehicle (C)	39,134	40,000	40,000	40,000	40,000
12904	Plant Purchases (P11) - Minor Plant (P&G) (C)	-	15,000	15,000	15,000	15,000
12906	Plant Purchases (P12) - Minor Plant (C&M) (C)	-	20,000	20,000	20,000	20,000
12908	Program 12 - Minor Plant (Workshop) (C)	-	10,000	10,000	10,000	10,000
12911	VOLVO FE320 WASTE TRUCK (C)	461,315	459,660	459,660	459,660	459,660
12914	Minor Plant - Program 10 (C)	-	10,000	10,000	10,000	10,000
12932	Airport Operations - Replacement Toro Groundmaster 7200 M(C)	-	30,000	30,000	30,000	30,000
12948	TOYOTA HILUX SR 4X4 DUAL CAB UTILITY (BMO) (C)	45,394	45,000	45,000	45,000	45,000
14744	MITSUBISHI PAJERO GLX 4X4 (MGR REG SERV) (C)	41,083	41,500	41,500	41,500	41,500
14818	Wheeled 20t excavator Inc. Accessories(C)	-	485,000	485,000	485,000	485,000
14819	Positrak (Cat 299) with Accessories (C)	-	250,000	250,000	250,000	250,000
14820	Trailer for Towing Positrak & Traffic Lights(C)	-	40,000	40,000	40,000	40,000
14821	Trailer Traffic Lights x 2 (and Sign Cones)(C)	43,090	45,000	45,000	45,000	45,000
14823	VOLVO FE320 WASTE TRUCK (C)	476,281	-	-	473,545	473,545
14842	HINO CREW CAB TIPPER TRUCK (C)	102,664	100,540	100,540	100,540	100,540
14946	PERUZZO BULL SLASHER (C)	-	60,000	60,000	60,000	60,000
14949	KUBOTA MULE (C)	-	15,000	15,000	15,000	15,000
14951	1500L SELF BUNDED DIESEL FUEL TANK (C)	71	15,000	15,000	15,000	15,000
14954	MITSUBISHI TRITON 4x2 SINGLE CAB (C)	-	35,000	35,000	35,000	35,000
14960	VOLVO FE320 WASTE TRUCK (C)	-	-	-	480,000	480,000
14962	WATER TANK FOR DUST SUPPRESSION (C)	-	25,000	25,000	25,000	25,000
14966	DIESEL TANK DWF (C)	-	50,000	50,000	50,000	50,000
14968	HOOKLIFT BIN BWTS (C)	16,540	18,000	18,000	18,000	18,000
14970	HOOKLIFT BIN BWTS (C)	-	18,000	18,000	18,000	18,000
14972	HOOKLIFT BIN BWTS (C)	-	18,000	18,000	18,000	18,000
14974	HOOKLIFT BIN (C)	-	18,000	18,000	18,000	18,000
14976	HOOKLIFT BIN (C)	16,540	18,000	18,000	18,000	18,000
14978	ABLE GL3013 GENERATOR (C)	21,300	50,000	50,000	50,000	50,000
14980	WASTE COORDINATOR VEHICE (C)	33,965	35,000	35,000	35,000	35,000
14982	TOYOTA HILUX 4x2 SINGLE CAB (C)	-	36,000	36,000	36,000	36,000
14984	ISUZU D-MAX 4x4 DUAL CAB (C)	41,527	40,000	40,000	40,000	40,000
14986	HOLDEN COLORADO 4x4 DUAL CAB (C)	-	36,000	36,000	36,000	36,000
15004	HUSQVARNA RC318T RIDE ON MOWER (C)	-	18,000	18,000	18,000	18,000
15006	HINO 917 CREW CAB (C&M) (C)	-	-	-	100,000	100,000
15008	ISUZU NPR400 CREW CAB (C&M) (C)	-	-	-	100,000	100,000
15013	HINO GH1728 AUTO TRUCK (C&M) (C)	-	-	-	400,000	400,000
15016	HINO GF1628 REAR TIPPING TRUCK (P&G) (C)	-	-	-	150,000	150,000
15018	TORO 4010D GROUNDMASTER MOWER (P&G) (C)	-	150,000	150,000	150,000	150,000
15023	ISUZU DMAX 4X2 SINGLE CAB (P&G) FORESHORE IRRIGATION (C)	-	42,000	42,000	42,000	42,000
15025	TOYOTA HILUX 4X4 EXTRA CAB UTILITY (IRRIGATION) (C)	-	45,000	45,000	45,000	45,000
15028	FORD RANGER 4X4 DUAL CAB UTE (CESM) (C)	49,726	55,000	55,000	55,000	55,000
15032	SUBARU OUTBACK 2.5i PREMIUM WAGON (C)	-	35,000	35,000	35,000	35,000
15034	SUBARU OUTBACK AWD WAGON (RANGERS CO-ORDINATOR) (C)	35,000	35,000	35,000	35,000	35,000
15036	SUBARU OUTBACK 2.5I AWD PREMIUM (MGR CULTURE & EVENTS) (C)	39,909	40,000	40,000	40,000	40,000
15038	MAZDA CX9 FWD SUV (Director CCS) (C)	51,095	50,000	50,000	50,000	50,000
15040	SUBARU OUTBACK AWD (Director PDS) (C)	50,509	50,000	50,000	50,000	50,000
15042	Nissan X-Trail Ti 4x4 SUV (Mgr Fin Serv) (C)	-	40,000	40,000	40,000	40,000
15045	Toyota Fortuner GX 4x4 SUV (Mgr Eng Tech Srv) (C)	-	40,000	40,000	40,000	40,000
15048	SUBARU FORESTER 2.5I-S AWD (MGR DEV SERV) (C)	38,638	40,000	40,000	40,000	40,000
15050	NISSAN X TRAIL STL 4X4 SUV (LIESURE CENTRES COORD) (C)	-	-	-	35,000	35,000
15052	MITSUBISHI OUTLANDER LS AWD (HR COORD) (C)	33,965	-	-	35,000	35,000
15078	HAZMET and Dangerous Goods Storage(C)	-	-	-	108,500	108,500
15083	New Airport Manager Vehicle (C)	40,631	40,000	40,000	40,000	40,000
15192	Security screening equipment – ETD Machine (C)	-	40,000	-	40,000	-
	Total Plant & Equipment	***1,973,032***	***3,802,830***	***3,762,830***	***6,118,421***	***6,078,421***
Furniture and Equipment						
10965	P&E - P&G Smart Technologies(C)	19,817	62,500	62,500	75,000	75,000
12781	Saltwater - Loose Furniture & Fittings (C)	-	228,551	228,551	228,551	228,551
12783	Saltwater - IT Hardware & Software (C)	63,923	59,375	59,375	71,250	71,250
12876	ICT Services - Equipment & Software Purchases(C)	250,237	804,581	804,581	965,497	965,497
12878	Naturaliste Community Centre (NCC) - Purchase Office Furn(C)	-	8,850	20,000	8,850	20,000
14729	Events Furniture & Equipment(C)	-	5,138	5,138	5,138	5,138
14730	Geographe Leisure Centre Fitness Equipment(C)	-	18,160	18,160	18,160	18,160
14731	Cultural Planning Furniture & Equipment(C)	8,000	9,500	9,500	9,500	9,500

City of Busselton
Capital Acquisition/ Construction
For Period Ended 30 April 2024

Project	Project Description	2023/24 Actual YTD	2023/24 Amended Budget YTD	2023/24 Original Budget YTD	2023/24 Amended Budget	2023/24 Budget Original
		$	$	$	$	$
14939	Ice Machine (C)	14,128	8,333	8,333	10,000	10,000
15059	Sculpture By The Bay (C)	6,636	-	-	12,000	12,000
15063	NCC - Les Mills Pump Rack (C)	7,086	-	-	8,000	8,000
15064	GLC Cafe Double Fridge (C)	-	-	-	20,000	20,000
15065	Differential GPS (C)	17,310	-	-	20,000	20,000
15082	Administration Building Furniture& Equipment C)	4,300	15,000	15,000	15,000	15,000
15088	Busselton Depot Building Furniture & Equipment (C)	4,780	10,813	10,813	10,813	10,813
	Total Furniture & Equipment	***396,218***	***1,230,801***	***1,241,951***	***1,477,759***	***1,488,909***
Roads Infrastructure						
11135	Carey Street - Asphalt Overlay & Kerb(C)	554	-	-	-	-
11189	Metricup Yelverton Road - Gravel Resheet(C)	107	-	-	-	-
11193	Wilyabrup Road Resheet(C)	117,533	70,563	70,563	80,643	80,643
11199	Bussell Highway(C)	813,592	1,695,593	1,695,593	2,219,113	2,034,712
11987	Caves Road (C)	-	14,913	14,913	17,043	17,043
11996	Geographe Bay Road Quindalup(C)	14	-	-	-	-
11998	Kaloorup Road(C)	67,497	60,000	-	60,000	-
12005	Payne Road(C)	538,205	731,722	731,722	693,665	878,066
12012	Wildwood Road(C)	208	-	-	-	-
12602	Gale Street(C)	341	-	-	-	-
12611	North Jindong Road(C)	466,416	660,500	660,500	792,600	792,600
12645	Marine Terrace(C)	1,443	-	-	-	-
12827	Commonage Road(C)	718,865	641,250	641,250	769,500	769,500
12842	Nuttman Road (C)	54,518	47,884	47,884	54,724	54,724
12851	Bussell Highway(C)	733	-	-	-	-
14817	Road Access Seal - Busselton Animal care facility(C)	59,556	43,545	43,545	49,766	49,766
14850	Cook Street - Asphalt Overlay SLK 0.39 to 1.25 (C)	182,492	252,978	292,978	291,574	351,574
14851	Strelly Street - Rehabilitation SLK 0.05 to 1.2 (C)	140,575	600,000	600,000	720,000	720,000
14852	North Jindong Road - Prelims and Land Acq SLK 0 to 0 (C)	353	10,000	10,000	12,000	12,000
14853	Jalbarragup Road - Reseal SLK 0 to 10.75 (C)	727	500,000	500,000	600,000	600,000
14854	Boallia Road - Recon and Widening SLK 1.5 to 2.3 (C)	450,145	461,527	461,527	553,832	553,832
14855	Vasse Yallingup Siding Road - Design only SLK 0 to 0 (C)	2,900	13,750	13,750	16,500	16,500
14856	Peron Avenue - Asphalt Overlay SLK 0.17 to 0.76 (C)	177,279	375,025	375,025	450,030	450,030
14857	West Street - Rehabilitation SLK 1.02 to 1.15 (C)	52	-	150,833	-	181,000
14858	Artisan Street - Asphalt Overlay SLK 0.02 to 0.16 (C)	25,899	33,793	38,460	36,974	46,152
14859	Kershaw Street - Asphalt Overlay SLK 0 to 0.25 (C)	50,446	45,673	57,726	50,446	69,271
14860	Thornbill Court - Asphalt Overlay SLK 0 to 0.08 (C)	14,000	17,218	17,218	20,662	20,662
14861	Grevillea Cove - Asphalt Overlay SLK 0 to 0.08 (C)	-	18,536	18,536	22,243	22,243
14862	Baudin Street - Asphalt Overlay SLK 0 to 0.1 (C)	843	79,277	79,277	95,132	95,132
14863	Cormorant Court - Asphalt Overlay SLK 0 to 0.08 (C)	-	19,680	19,680	23,616	23,616
14864	Sugarloaf Road - Second Coat Seal SLK 0 to 0 (C)	-	55,434	55,434	66,521	66,521
14865	Yallingup Beach Road - Reseal SLK 0 to 0.19 (C)	24,805	25,582	25,582	30,698	30,698
14866	Old Vasse Highway - Reseal SLK 0 to 1.83 (C)	-	11,279	11,279	13,535	13,535
14867	McDonald Road - Unsealed Resheet SLK 0.02 to 0.88 (C)	79,974	50,445	50,445	60,534	60,534
14868	Chambers Road - Unsealed Resheet SLK 2.1 to 4.26 (C)	175,903	126,540	126,540	151,848	151,848
14869	Silverwood Road - Unsealed Resheet SLK 0.01 to 1.3 (C)	82,045	76,095	76,095	91,314	91,314
14870	Downs Road - Unsealed Resheet SLK 2.0 to 3.35 (C)	50,653	79,515	79,515	95,418	95,418
15085	Jalbarragup Road New Shoulders (C)	1,394,690	1,744,420	1,744,420	1,744,420	1,744,420
15103	Prince Street Laneway(C)	28,003	28,003	-	28,003	-
15108	Bussell Highway Resurfacing SLK 0 to 3.8 (C)	178,734	181,000	-	181,000	-
15194	Chapman Hill Road [State Blackspot Prg] (C)	-	24,000	-	48,000	-
15203	Metricup-Yelverton Road - Unsealed Resheet SLK 0 to 3.2 (C)	10,186	-	-	-	-
	Total Roads Infrastructure	***5,910,288***	***8,795,739***	***8,710,288***	***10,141,354***	***10,093,354***
Bridges Infrastructure						
14897	Naturaliste Terrace Footbridge Renewal #6017 Lot 254(C)	11,473	91,667	91,667	110,000	110,000
	Total Bridges Infrastructure	***11,473***	***91,667***	***91,667***	***110,000***	***110,000***
Car Parks Infrastructure						
10613	Meelup Coastal Parking & Landscaping(C)	174,986	178,238	178,238	178,238	178,238
12653	Hotel Site 2 Carpark(C)	600	-	-	-	-
14813	Geo Bay Road Carpark (10 bays East SLK 0.3 - 0.38)(C)	90	-	-	-	-
14815	Carpark Hotel Site 2(C)	143,355	192,546	192,546	192,546	192,546
14873	Forrest Beach Horse Float Carparking Area(C)	24,470	162,038	162,038	194,446	194,446
14874	Disabled Parking Bays BussForeshore (Old ennisCourt)(C)	-	8,333	8,333	10,000	10,000

City of Busselton
Capital Acquisition/ Construction
For Period Ended 30 April 2024

Project	Project Description	2023/24 Actual YTD	2023/24 Amended Budget YTD	2023/24 Original Budget YTD	2023/24 Amended Budget	2023/24 Budget Original
		$	$	$	$	$
14875	Eagle Bay Boat Ramp Parking off Fern Road(C)	-	-	25,000	-	30,000
14876	Eagle Cresent on road parking - Eagle Bay(C)	52,871	53,833	30,833	60,000	37,000
14877	Rotary Park Stage 1 - Design, permits and clearing(C)	-	16,667	16,667	20,000	20,000
14878	Senior Citizens Universal Access Parking(C)	49,886	48,244	48,244	57,893	57,893
	Total Car Parks Infrastructure	***446,258***	***659,900***	***661,900***	***713,123***	***720,123***
Footpaths Infrastructure						
10741	Busselton CBD Footpath Renewal(C)	573	54,585	54,585	54,585	54,585
10742	Carey Street Footpath Construction(C)	1,492	-	-	-	-
10903	DAIP - Disability Access(C)	15,290	25,000	25,000	30,000	30,000
11986	Causeway Road Shared Path(C)	104,696	105,000	-	105,000	-
12727	Valley Road Footpath(C)	543	-	-	-	-
12728	Signal Park Bypass New Path(C)	(51)	-	-	-	-
12816	Coastal Principled Shares Path (C)	4,545	70,488	70,488	70,488	70,488
12818	Kaloorup Road (C)	124	-	-	-	-
12877	Principle Shared Path (PSP) Development Approvals (C)	(131)	-	-	-	-
14814	Townscape Works Busselton(C)	1,678	100,000	100,000	100,000	100,000
14887	Coastal Shared Path - Forth St to Holgate(C)	2,402	383,333	383,333	804,633	460,000
14888	Bay View Street - Bussell Hwy to Dorset Street(C)	94,912	105,165	105,165	126,198	126,198
14889	Queen St - Queen St & Prince St Roundabout Zebra Cross(C)	-	13,333	13,333	16,000	16,000
14890	Carey St - Kent Street and Harris to Peel(C)	41,729	94,905	94,905	113,886	113,886
14891	Adelaide Street - Lot 11 to Stanley St(C)	4,592	47,025	47,025	4,592	56,430
14892	Peron Avenue - Chester Way to Pimlea Parade(C)	10,494	122,500	122,500	147,000	147,000
14893	Bay View Cresent - Curtis Bay Lot 62 to Lot 4(C)	3,450	45,833	45,833	41,567	55,000
14894	Telstra Park - Lot 4 Naturaliste Terrace(C)	17,673	16,667	16,667	20,000	20,000
14895	Vincent Street to Geographe Bay Road (Reserve 44343)(C)	749	333,333	333,333	367,728	400,000
14896	Dunsborough Lakes Drive - Caves Road(C)	37,946	12,500	12,500	15,000	15,000
14905	GLC Footpath NIB (C)	8,284	20,000	20,000	20,000	20,000
15071	Upgrade Wagin Gardens Footpath Access (C)	22,163	20,000	20,000	20,000	20,000
15072	Upgrade Harris Rd POS Access (C)	19,237	10,000	10,000	10,000	10,000
	Total Footpaths Infrastructure	***392,391***	***1,579,668***	***1,474,668***	***2,066,677***	***1,714,587***
Parks, Gardens and Reserves						
10675	Lou Weston Oval - Courts(C)	500	-	-	-	-
10688	Depot Washdown Facility Upgrades(C)	-	67,113	67,113	76,700	76,700
10765	Foreshore Busselton - High Street to Carey Street(C)	13,068	41,667	41,667	50,000	50,000
10766	Foreshore Yallingup Capital(C)	-	16,667	16,667	20,000	20,000
10767	Port Geographe General Improvements/ Foreshore(C)	(488)	-	-	-	-
10775	Coastal Protection Works(C)	522	-	-	-	-
10831	Rotary Park / War Memorial Relocation(C)	563,535	525,000	525,000	525,000	525,000
10951	Mitchell Park Upgrade(C)	401	37,000	37,000	37,000	37,000
10952	Possum Park Barnard East Upgrade(C)	-	30,000	30,000	30,000	30,000
10953	Youth Skate Park(C)	3,515	16,667	16,667	20,000	20,000
10963	Minor Capital Improvements, Fencing, Seating, Lighting et(C)	1,800	33,333	33,333	40,000	40,000
10966	Provence SAR Area General Improvements to the Area(C)	13,898	133,333	133,333	160,000	160,000
10967	New Shade Sails – multiple locations (C)	-	220,971	220,971	265,165	265,165
10969	Vasse SAR Area General Improvements to the Area(C)	38,432	58,333	58,333	70,000	70,000
11024	Pioneer Cemetery - Implement Conservation Plan(C)	116	17,730	17,730	21,276	21,276
11025	Pioneer Cemetery Infrastructure Upgrades(C)	31	-	-	-	-
11033	Dunsborough Nature Based Playground(C)	91	-	-	-	-
11034	Dunsborough Non-Potable Water Network(C)	26,530	29,183	-	29,183	-
11035	Park Furniture Renewals - Replace aged & unsafe Equip(C)	13,355	45,833	45,833	55,000	55,000
11036	Playgrounds General - Replacement of playground equipment(C)	17	-	-	-	-
11117	Limestone Quarry - POS Upgrade(C)	1,017	-	-	-	-
11197	Vasse River - Ongoing Restoration of River Habitat(C)	241	-	-	-	-
12251	Cricket Nets & Wickets (C)	30,211	30,000	30,000	30,000	30,000
12254	Busselton Tennis Club - Infrastructure(C)	37,843	43,253	43,253	46,000	46,000
12267	Busselton Townscape Street Furniture Renewals (C)	-	33,333	33,333	40,000	40,000
12382	Rails to Trails - Continuation of Implementation Plan(C)	-	87,500	87,500	105,000	105,000
12407	Dunsborough Lakes Sporting Precinct (Stage 1)(C)	160	730,000	730,000	730,000	730,000
12421	City Lined Landfill Stage 2 - Preliminary Works(C)	121,056	63,349	63,349	80,000	80,000
12425	Busselton Landfill Post-closure Capping, Rehab & Remediat(C)	-	-	-	2,000,000	2,000,000
12511	Dunsborough - BMX / Skatebowl(C)	10,670	8,333	8,333	10,000	10,000
12528	Dunsborough Town Centre/ Foreshore(C)	21,663	25,000	25,000	30,000	30,000
12661	Busselton Foreshore Renewals(C)	162	-	-	-	-
12714	Rotary Park Entry Gateway Landscape Upgrade(C)	72	-	-	-	-

City of Busselton
Capital Acquisition/ Construction
For Period Ended 30 April 2024

Project	Project Description	2023/24 Actual YTD	2023/24 Amended Budget YTD	2023/24 Original Budget YTD	2023/24 Amended Budget	2023/24 Budget Original
		$	$	$	$	$
12780	Saltwater - Landscaping (C)	59,760	500,000	500,000	500,000	500,000
12821	Churchill Park - Main Oval Renewal (C)	369,382	499,213	458,333	590,880	550,000
12846	Mitchell Park Landscape Upgrade Stage 2(C)	71,111	150,000	150,000	150,000	150,000
12849	Sport Oval Lighting - Vasse Ovals(C)	153,297	116,731	116,731	116,731	116,731
12850	Dunsborough Lakes Sporting Precinct (Stage 1) - Planning (C)	3,116	150,000	150,000	150,000	150,000
14732	Ffire danger rating sign (EBVBFB) (C)	9,503	-	-	-	-
14811	RBFS Old Dunsborough Boat Ramp Scour Protection (C)	1,159	33,240	33,240	33,240	33,240
14816	Carpark Hotel Site 2 Land Scaping(C)	27,567	-	-	-	-
14900	Metricup Cemetery - Paths & Ashes iternment(C)	209	8,333	8,333	10,000	10,000
14901	Port Geographe POS Retaining Wall Renewals(C)	20,040	44,167	44,167	53,000	53,000
14903	Centennial Park Irrigation renewal(C)	-	104,167	104,167	125,000	125,000
14904	Beach Shower/Water Fountain Up& Ren (C)	9,952	16,667	16,667	20,000	20,000
14906	Dunsborough Oval Skatepark Lighting Renewal(C)	110	58,333	58,333	70,000	70,000
14907	Busselton Foreshore - Annual Renewals (C)	31,391	41,667	41,667	50,000	50,000
14908	Dunsborough Town Centre & Foreshore - Annual Renewals (C)	7,595	25,000	25,000	30,000	30,000
14909	Lou Weston Basketball System upgrades (C)	21,550	26,667	26,667	32,000	32,000
14910	Seymour Park - Replacement of Decking(C)	92,743	42,167	42,167	50,600	50,600
14911	Jarrahwood Playground Equipment Renewal(C)	-	21,667	21,667	26,000	26,000
14912	Newtown Oval New Playground Equipment(C)	220	12,500	12,500	15,000	15,000
14913	Heron Place - New New Playground Equipment(C)	10,275	8,333	8,333	10,000	10,000
14914	Lou Weston Playground Equipment Renewal(C)	13,185	50,000	50,000	60,000	60,000
14915	Busselton Foreshore disability carousel renewal(C)	-	37,500	37,500	45,000	45,000
14916	Dunsborough Foreshore disability carousel renewal(C)	-	37,500	37,500	45,000	45,000
14917	Meelup Regional Park - Capital Projects(C)	125,510	148,333	148,333	178,000	178,000
14918	BBQ Placement and Replacement(C)	4,020	25,000	25,000	30,000	30,000
14919	Beach Access stairs (C)	-	45,833	45,833	55,000	55,000
14927	Dunsborough Depot(C)	18,961	17,750	17,750	21,300	21,300
14944	Busselton Works Depot Parks & Gardens Product Bays(C)	15,080	16,667	16,667	20,000	20,000
15193	Coastal Stabilisation (CERMP2223-010) (C)	-	80,000	-	160,000	-
	Total Parks, Gardens and Reserves	***1,964,153***	***4,611,033***	***4,460,970***	***7,117,075***	***6,887,012***
Drainage Infrastructure						
10692	Carey Street Drainage Upgrade(C)	302	-	-	-	-
12815	North Street Drainage Works(C)	313,759	202,255	202,255	231,149	231,149
14879	Busselton LIA Drainage Investigation & Design(C)	42,408	41,667	41,667	50,000	50,000
14880	Chapman Street Mitigate private property innundation(C)	200,539	208,333	208,333	250,000	250,000
14881	Dunsborough Lakes Drive No 69/71(C)	239	93,513	93,513	112,215	112,215
14882	Dunsborough Lakes Condition inspection & Design(C)	15,920	41,667	41,667	50,000	50,000
14883	Carey Street Drainage Renewals(C)	128,600	210,745	210,745	252,894	252,894
14884	Depuch Close - Eagle Bay(C)	68,856	63,727	63,727	76,473	76,473
14885	Heppingstone & Hale Street intersection(C)	7,650	28,099	28,099	33,718	33,718
14886	Hester Steet Drainage Renewal SLK0.33 (C)	9,290	15,022	15,022	18,027	18,027
14945	WSUD Improv Drainage Outlets and Catchements(C)	3,000	-	-	30,000	30,000
	Total Drainage Infrastructure	***790,562***	***905,027***	***905,027***	***1,104,476***	***1,104,476***
Regional Airport and Industrial Park						
10583	Airport Construction Stage 2, Airfield(C)	-	337,478	337,478	337,478	337,478
12941	Airport - Other Buildings(C)	-	4,167	4,167	5,000	5,000
14836	RFDS relocation(C)	267,583	-	-	366,180	366,180
14837	Apron Expansion(C)	363	-	-	-	-
14838	BMRAP - Apron Lighting(C)	-	-	-	65,000	65,000
14839	BMRAP - Apron CCTV(C)	57,982	-	-	50,000	50,000
15060	BMRA MAGS Improvements (C)	15,618	-	-	17,000	17,000
15061	BMRA Gate 1 Replacement (C)	-	-	-	10,000	10,000
15062	BMRA GA Precinct Reseal (C)	410,256	437,620	437,620	437,620	437,620
	Total Regional Airport and Industrial Park	***751,803***	***779,265***	***779,265***	***1,288,278***	***1,288,278***
	Infrastructure Total	***10,266,928***	***17,422,298***	***17,083,784***	***22,540,982***	***21,917,829***
	Grand Total	***24,665,249***	***47,671,512***	***47,451,332***	***60,024,638***	***59,461,485***

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1001 - Airport Existing Terminal Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(456,382.11)**	(456,382.11)	(456,382.11)	(456,382.11)	(456,382.11)
10904	Interest Earned	Other General Purpose Funding(O)	**3,569.34**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**452,812.77**	456,382.11	456,382.11	456,382.11	456,382.11
		Airport Existing Terminal Building Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1003 - Airport Marketing & Incentive Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(4,895,380.26)**	(4,895,380.26)	(4,895,380.26)	(4,895,380.26)	(4,895,380.26)
10904	Interest Earned	Other General Purpose Funding(O)	**43,808.44**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**4,851,571.82**	4,895,380.26	4,895,380.26	4,895,380.26	4,895,380.26
		Airport Marketing & Incentive Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1005 - Barnard Park Sports Pavilion Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(115,031.42)**	(115,031.42)	(115,031.42)	(115,031.42)	(115,031.42)
10904	Interest Earned	Other General Purpose Funding(O)	**909.80**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**114,121.62**	115,031.42	115,031.42	115,031.42	115,031.42
		Barnard Park Sports Pavilion Building Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1006 - Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(3,389,334.17)**	(3,389,334.17)	(3,389,334.17)	(3,389,334.17)	(3,389,334.17)
10904	Interest Earned	Other General Purpose Funding(O)	**(308,574.95)**	(195,822.50)	(234,986.97)	(195,822.50)	(234,986.97)
10027	Transfer To Reserve	Asset Management Administration(O)	**(1,785,106.18)**	(4,160,750.63)	(4,441,390.00)	(4,160,750.63)	(4,441,390.00)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(2,375,644.45)**	0.00	0.00	0.00	0.00
10016	Transfer From Reserve	Civic and Administration Centre Minor Upgrades(C)	**0.00**	0.00	35,000.00	0.00	35,000.00
10025	Transfer From Reserve	Weld Theatre Upgrade (C)	**142,042.19**	142,042.00	250,000.00	142,042.00	250,000.00
10027	Transfer From Reserve	Asset Management Administration(O)	**0.00**	0.00	21,600.00	0.00	21,600.00
10163	Transfer From Reserve	Old Fire Station Building(O)	**0.00**	0.00	15,000.00	0.00	15,000.00
10167	Transfer From Reserve	Dunsborough Hall(O)	**0.00**	0.00	5,000.00	0.00	5,000.00
10179	Transfer From Reserve	Youth Services(O)	**0.00**	0.00	14,000.00	0.00	14,000.00
10243	Transfer From Reserve	Depot Building-Busselton(O)	**0.00**	0.00	10,037.00	0.00	10,037.00
10787	Transfer From Reserve	Geographe Leisure Centre(C)	**17,400.00**	2,400.00	567,464.00	2,400.00	567,464.00
10839	Transfer From Reserve	Naturaliste Community Centre AMP(C)	**0.00**	0.00	0.00	0.00	11,150.00
10853	Transfer From Reserve	Asbestos Removal & Replacement(O)	**0.00**	0.00	50,000.00	0.00	50,000.00
11761	Transfer From Reserve	Abbey Beach Boat Ramp Toilets(O)	**0.00**	0.00	8,533.00	0.00	8,533.00
12331	Transfer From Reserve	Smiths Beach New Public Toilet(C)	**0.00**	0.00	250,000.00	0.00	0.00
12795	Transfer From Reserve	Busselton Depot CCTV & Electronic Gate(C)	**0.00**	8,584.00	16,259.00	8,584.00	16,259.00
12796	Transfer From Reserve	Depot Training Room (C)	**60,301.59**	60,302.00	75,000.00	60,302.00	75,000.00
12798	Transfer From Reserve	High Street Hall (C)	**8,145.45**	8,145.00	10,500.00	8,145.00	10,500.00
12800	Transfer From Reserve	Old Courthouse Complex Renewal (C)	**11,400.00**	9,500.00	102,853.00	9,500.00	102,853.00
12939	Transfer From Reserve	Administration Building- 2-16 Southern Drive(C)	**0.00**	0.00	45,000.00	0.00	45,000.00
12940	Transfer From Reserve	Depot Building-Busselton((C)	**70,520.90**	41,551.00	270,000.00	41,551.00	270,000.00
12947	Transfer From Reserve	Old Court House(O)	**0.00**	0.00	79,200.00	0.00	79,200.00
14942	Transfer From Reserve	Lions Park Shopping Centre Toilets (C)	**0.00**	0.00	250,000.00	0.00	250,000.00
14943	Transfer From Reserve	Changing Places Accessable Ablutions (C)	**0.00**	623.00	100,000.00	623.00	100,000.00
15063	Transfer From Reserve	NCC - Les Mills Pump Rack (C)	**7,789.13**	7,789.00	8,000.00	7,789.00	8,000.00
15064	Transfer From Reserve	GLC Cafe Double Fridge (C)	**0.00**	0.00	20,000.00	0.00	20,000.00
15074	Transfer From Reserve	Vasse Toilet (C)	**0.00**	0.00	125,000.00	0.00	125,000.00
		Building Reserve Closing Balance	**(7,541,060.49)**	(7,464,971.30)	(5,702,265.14)	(7,464,971.30)	(5,941,115.14)
1007 - Busselton Area Drainage and Waterways Improvement Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(134,559.27)**	(134,559.27)	(134,559.27)	(134,559.27)	(134,559.27)
10904	Interest Earned	Other General Purpose Funding(O)	**1,090.34**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**133,468.93**	134,559.27	134,559.27	134,559.27	134,559.27
		Busselton Area Drainage and Waterways Improvement Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1008 - Busselton Community Resource Centre Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(531,460.32)**	(531,460.32)	(531,460.32)	(531,460.32)	(531,460.32)
10904	Interest Earned	Other General Purpose Funding(O)	**4,337.70**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**527,122.62**	531,460.32	531,460.32	531,460.32	531,460.32
		Busselton Community Resource Centre Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1009 - Busselton Foreshore Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(13,115.45)**	(13,115.45)	(13,115.45)	(13,115.45)	(13,115.45)
10904	Interest Earned	Other General Purpose Funding(O)	**106.28**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**13,009.17**	13,115.45	13,115.45	13,115.45	13,115.45
		Busselton Foreshore Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1010 - Busselton Jetty Tourist Park Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,971,964.57)**	(1,971,964.57)	(1,971,964.57)	(1,971,964.57)	(1,971,964.57)
10904	Interest Earned	Other General Purpose Funding(O)	**(93,379.65)**	(43,913.60)	(52,696.38)	(43,913.60)	(52,696.38)
10297	Transfer To Reserve	Busselton Jetty Tourist Park(O)	**(378,277.00)**	(378,277.00)	(453,932.50)	(378,277.00)	(453,932.50)
11040	Transfer From Reserve	Economic and Business Development(O)	**0.00**	149,344.00	149,344.00	149,344.00	149,344.00
12868	Transfer From Reserve	Busselton Jetty Tourist Park - Cabin Replacement/Upgrade (C)	**0.00**	0.00	540,000.00	0.00	540,000.00
12870	Transfer From Reserve	Busselton Jetty Tourist Park- Replace Holden Colorado 4x4(C)	**25,000.00**	25,000.00	25,000.00	25,000.00	25,000.00
12872	Transfer From Reserve	Busselton Jetty Tourist Park - Battery Powered Mule (C)	**0.00**	0.00	30,000.00	0.00	30,000.00
		Busselton Jetty Tourist Park Reserve Closing Balance	**(2,418,621.22)**	(2,219,811.17)	(1,734,249.45)	(2,219,811.17)	(1,734,249.45)
1011 - Busselton Library Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(155,509.60)**	(155,509.60)	(155,509.60)	(155,509.60)	(155,509.60)
10904	Interest Earned	Other General Purpose Funding(O)	**1,217.70**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**154,291.90**	155,509.60	155,509.60	155,509.60	155,509.60
		Busselton Library Building Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1012 - CBD Enhancement Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(9,195.11)**	(9,195.11)	(9,195.11)	(9,195.11)	(9,195.11)
10904	Interest Earned	Other General Purpose Funding(O)	**36.36**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**9,158.75**	9,195.11	9,195.11	9,195.11	9,195.11
		CBD Enhancement Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1013 - Cemetery Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(365,556.55)**	(365,556.55)	(365,556.55)	(365,556.55)	(365,556.55)
10904	Interest Earned	Other General Purpose Funding(O)	**2,933.49**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**362,623.06**	365,556.55	365,556.55	365,556.55	365,556.55
		Cemetery Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1014 - City Car Parking and Access Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,436,683.08)**	(1,436,683.08)	(1,436,683.08)	(1,436,683.08)	(1,436,683.08)
10904	Interest Earned	Other General Purpose Funding(O)	**(53,314.71)**	(48,701.70)	(58,442.00)	(48,701.70)	(58,442.00)
10027	Transfer To Reserve	Asset Management Administration(O)	**(144,661.70)**	(144,661.70)	(173,594.00)	(144,661.70)	(173,594.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**250,000.00**	250,000.00	250,000.00	250,000.00	250,000.00
14815	Transfer From Reserve	Carpark Hotel Site 2(C)	**115,972.58**	108,116.00	192,546.00	108,116.00	192,546.00
14873	Transfer From Reserve	Forrest Beach Horse Float Carparking Area(C)	**0.00**	0.00	194,446.00	0.00	194,446.00
14874	Transfer From Reserve	Disabled Parking Bays BussForeshore (Old ennisCourt)(C)	**0.00**	0.00	10,000.00	0.00	10,000.00
14875	Transfer From Reserve	Eagle Bay Boat Ramp Parking off Fern Road(C)	**30,000.00**	0.00	30,000.00	0.00	0.00
14876	Transfer From Reserve	Eagle Cresent on road parking - Eagle Bay(C)	**52,871.04**	37,000.00	37,000.00	37,000.00	37,000.00
14877	Transfer From Reserve	Rotary Park Stage 1 - Design, permits and clearing(C)	**0.00**	0.00	20,000.00	0.00	20,000.00
14878	Transfer From Reserve	Senior Citizens Universal Access Parking(C)	**49,420.17**	46,650.00	57,892.74	46,650.00	57,892.74
		City Car Parking and Access Reserve Closing Balance	**(1,136,395.70)**	(1,188,280.48)	(876,834.34)	(1,188,280.48)	(906,834.34)
1015 - Civic and Administration Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(900,462.52)**	(900,462.52)	(900,462.52)	(900,462.52)	(900,462.52)
10904	Interest Earned	Other General Purpose Funding(O)	**7,140.23**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**893,322.29**	900,462.52	900,462.52	900,462.52	900,462.52
		Civic and Administration Building Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1016 - Coastal and Climate Adaptation Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,194,818.65)**	(1,194,818.65)	(1,194,818.65)	(1,194,818.65)	(1,194,818.65)
10904	Interest Earned	Other General Purpose Funding(O)	**(68,932.77)**	(17,261.50)	(20,713.84)	(17,261.50)	(20,713.84)
10027	Transfer To Reserve	Asset Management Administration(O)	**(954,122.50)**	(954,122.50)	(1,144,947.00)	(954,122.50)	(1,144,947.00)
12811	Transfer From Reserve	Sand Re-Nourishment(O)	**0.00**	0.00	110,000.00	0.00	110,000.00
12873	Transfer From Reserve	Coastal Protection - Beach Monitoring Year 10 (O)	**0.00**	0.00	53,300.00	0.00	53,300.00
12875	Transfer From Reserve	Coastal Protection - Coastal Structures Inspections and R(O)	**0.00**	0.00	6,664.00	0.00	6,664.00
14736	Transfer From Reserve	PACP Coastal Grant Projects(O)	**0.00**	145,863.00	1,324,521.00	145,863.00	1,324,521.00
14929	Transfer From Reserve	Coastal Adaptation and Protection Plan(O)	**0.00**	0.00	142,000.00	0.00	142,000.00
15193	Transfer From Reserve	Coastal Stabilisation (CERMP2223-010) (C)	**0.00**	0.00	0.00	0.00	40,000.00
		Coastal and Climate Adaptation Reserve Closing Balance	**(2,217,873.92)**	(2,020,339.65)	(723,994.49)	(2,020,339.65)	(683,994.49)
1017 - Commonage Community Facilities Dunsborough Lakes South Res							
10904	Opening Balance	Other General Purpose Funding(O)	**(76,996.33)**	(76,996.33)	(76,996.33)	(76,996.33)	(76,996.33)
10904	Interest Earned	Other General Purpose Funding(O)	**623.91**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**76,372.42**	76,996.33	76,996.33	76,996.33	76,996.33
		Commonage Community Facilities Dunsborough Lakes South Res Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1018 - Commonage Community Facilities South Biddle Precinct Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(938,927.52)**	(938,927.52)	(938,927.52)	(938,927.52)	(938,927.52)
10904	Interest Earned	Other General Purpose Funding(O)	**746.24**	(35,642.40)	(42,770.88)	(35,642.40)	(42,770.88)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**938,181.28**	0.00	0.00	974,569.92	981,698.40
		Commonage Community Facilities South Biddle Precinct Reserve Closing Balance	**0.00**	(974,569.92)	(981,698.40)	0.00	0.00
1019 - Commonage Precinct Bushfire Facilities Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(60,709.28)**	(60,709.28)	(60,709.28)	(60,709.28)	(60,709.28)
10904	Interest Earned	Other General Purpose Funding(O)	**48.24**	(2,304.60)	(2,765.50)	(2,304.60)	(2,765.50)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**60,661.04**	63,475.00	0.00	126,488.88	63,474.78
15067	Transfer From Reserve	Commonage Fire Facility (C)	**0.00**	0.00	40,000.00	0.00	0.00
		Commonage Precinct Bushfire Facilities Reserve Closing Balance	**0.00**	461.12	(23,474.78)	63,475.00	0.00
1020 - Commonage Precinct Infrastructure Road Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(844.18)**	(844.18)	(844.18)	(844.18)	(844.18)
			0.00	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**837.34**	844.18	844.18	844.18	844.18
		Commonage Precinct Infrastructure Road Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1021 - Community Facilities - Airport North							
10904	Opening Balance	Other General Purpose Funding(O)	**(3,282,875.59)**	(3,282,875.59)	(3,282,875.59)	(3,282,875.59)	(3,282,875.59)
10904	Interest Earned	Other General Purpose Funding(O)	**2,609.12**	(129,159.30)	(154,991.14)	(129,159.30)	(154,991.14)
11026	Transfer To Reserve	Planning and Development Management(O)	**0.00**	(98,920.00)	(118,704.00)	(98,920.00)	(118,704.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**3,358,932.88**	0.00	0.00	3,412,034.89	3,437,866.73
11026	Transfer From Reserve	Planning and Development Management(O)	**0.00**	0.00	0.00	98,920.00	118,704.00
		Community Facilities - Airport North Closing Balance	**0.00**	(3,510,954.89)	(3,556,570.73)	0.00	0.00
1022 - Community Facilities - Broadwater							
10904	Opening Balance	Other General Purpose Funding(O)	**(275,330.68)**	(275,330.68)	(275,330.68)	(275,330.68)	(275,330.68)
10904	Interest Earned	Other General Purpose Funding(O)	**(939.46)**	(8,368.30)	(10,041.91)	(8,368.30)	(10,041.91)
11026	Transfer To Reserve	Planning and Development Management(O)	**0.00**	(13,552.50)	(16,263.00)	(13,552.50)	(16,263.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**276,270.14**	285,373.00	0.00	569,071.98	285,372.59
11026	Transfer From Reserve	Planning and Development Management(O)	**0.00**	0.00	0.00	13,552.50	16,263.00
		Community Facilities - Broadwater Closing Balance	**0.00**	(11,878.48)	(301,635.59)	285,373.00	0.00

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1023 - Community Facilities - Busselton							
10904	Opening Balance	Other General Purpose Funding(O)	**(101,930.40)**	(101,930.40)	(101,930.40)	(101,930.40)	(101,930.40)
10904	Interest Earned	Other General Purpose Funding(O)	**(7,421.96)**	(3,758.50)	(4,510.19)	(3,758.50)	(4,510.19)
11026	Transfer To Reserve	Planning and Development Management(O)	**0.00**	(18,414.20)	(22,097.00)	(18,414.20)	(22,097.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**109,352.36**	106,441.00	0.00	212,129.90	106,440.59
11026	Transfer From Reserve	Planning and Development Management(O)	**0.00**	0.00	0.00	18,414.20	22,097.00
14909	Transfer From Reserve	Lou Weston Basketball System upgrades (C)	**0.00**	0.00	32,000.00	0.00	0.00
14914	Transfer From Reserve	Lou Weston Playground Equipment Renewal(C)	**0.00**	0.00	60,000.00	0.00	0.00
		Community Facilities - Busselton Closing Balance	**0.00**	(17,662.10)	(36,537.59)	106,441.00	0.00
1024 - Community Facilities - City District							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,320,534.07)**	(1,320,534.07)	(1,320,534.07)	(1,320,534.07)	(1,320,534.07)
10904	Interest Earned	Other General Purpose Funding(O)	**1,357.01**	(31,239.50)	(37,487.44)	(31,239.50)	(37,487.44)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(55,139.38)**	0.00	0.00	0.00	0.00
11026	Transfer To Reserve	Planning and Development Management(O)	**0.00**	(297,790.00)	(357,348.00)	(297,790.00)	(357,348.00)
10642	Transfer From Reserve	Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom F(C)	**0.00**	0.00	95,350.00	0.00	0.00
10765	Transfer From Reserve	Foreshore Busselton - High Street to Carey Street(C)	**0.00**	0.00	50,000.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**1,374,316.44**	0.00	0.00	1,618,324.07	1,677,882.07
10952	Transfer From Reserve	Possum Park Barnard East Upgrade(C)	**0.00**	0.00	30,000.00	0.00	0.00
11026	Transfer From Reserve	Planning and Development Management(O)	**0.00**	0.00	0.00	31,239.50	37,487.44
12382	Transfer From Reserve	Rails to Trails - Continuation of Implementation Plan(C)	**0.00**	0.00	105,000.00	0.00	0.00
12850	Transfer From Reserve	Dunsborough Lakes Sporting Precinct (Stage 1) - Planning (C)	**0.00**	0.00	150,000.00	0.00	0.00
14915	Transfer From Reserve	Busselton Foreshore disability carousel renewal(C)	**0.00**	0.00	45,000.00	0.00	0.00
		Community Facilities - City District Closing Balance	**0.00**	(1,649,563.57)	(1,240,019.51)	0.00	0.00
1025 - Community Facilities - Dunsborough							
10904	Opening Balance	Other General Purpose Funding(O)	**(523,252.41)**	(523,252.41)	(523,252.41)	(523,252.41)	(523,252.41)
10904	Interest Earned	Other General Purpose Funding(O)	**415.87**	(19,383.60)	(23,260.34)	(19,383.60)	(23,260.34)
11026	Transfer To Reserve	Planning and Development Management(O)	**0.00**	(29,174.20)	(35,009.00)	(29,174.20)	(35,009.00)
10766	Transfer From Reserve	Foreshore Yallingup Capital(C)	**0.00**	0.00	20,000.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**522,836.54**	0.00	0.00	542,636.01	546,512.75
11026	Transfer From Reserve	Planning and Development Management(O)	**0.00**	0.00	0.00	29,174.20	35,009.00
12528	Transfer From Reserve	Dunsborough Town Centre/ Foreshore(C)	**0.00**	0.00	30,000.00	0.00	0.00
14903	Transfer From Reserve	Centennial Park Irrigation renewal(C)	**0.00**	0.00	125,000.00	0.00	0.00
14916	Transfer From Reserve	Dunsborough Foreshore disability carousel renewal(C)	**0.00**	0.00	45,000.00	0.00	0.00
		Community Facilities - Dunsborough Closing Balance	**0.00**	(571,810.21)	(361,521.75)	0.00	0.00
1026 - Community Facilities - Dunsborough Lakes Estate							
10904	Opening Balance	Other General Purpose Funding(O)	**(900,385.65)**	(900,385.65)	(900,385.65)	(900,385.65)	(900,385.65)
10904	Interest Earned	Other General Purpose Funding(O)	**715.59**	(11,097.60)	(13,317.08)	(11,097.60)	(13,317.08)
10642	Transfer From Reserve	Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom F(C)	**0.00**	0.00	375,596.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**899,670.06**	0.00	0.00	911,483.25	913,702.73
12407	Transfer From Reserve	Dunsborough Lakes Sporting Precinct (Stage 1)(C)	**0.00**	0.00	201,426.00	0.00	0.00
		Community Facilities - Dunsborough Lakes Estate Closing Balance	**0.00**	(911,483.25)	(336,680.73)	0.00	0.00
1027 - Community Facilities - Geographe							
10904	Opening Balance	Other General Purpose Funding(O)	**(156,185.31)**	(156,185.31)	(156,185.31)	(156,185.31)	(156,185.31)
10904	Interest Earned	Other General Purpose Funding(O)	**124.11**	(5,858.50)	(7,030.20)	(5,858.50)	(7,030.20)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(1,132.57)**	0.00	0.00	0.00	0.00
11026	Transfer To Reserve	Planning and Development Management(O)	**0.00**	(9,085.00)	(10,902.00)	(9,085.00)	(10,902.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**157,193.77**	163,216.00	0.00	325,259.81	163,215.51
11026	Transfer From Reserve	Planning and Development Management(O)	**0.00**	0.00	0.00	9,085.00	10,902.00
		Community Facilities - Geographe Closing Balance	**(0.00)**	(7,912.81)	(174,117.51)	163,216.00	0.00
1028 - Community Facilities - Port Geographe							
10904	Opening Balance	Other General Purpose Funding(O)	**(364,198.33)**	(364,198.33)	(364,198.33)	(364,198.33)	(364,198.33)
10904	Interest Earned	Other General Purpose Funding(O)	**289.44**	(13,825.30)	(16,590.32)	(13,825.30)	(16,590.32)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**363,908.89**	380,789.00	0.00	758,812.63	380,788.65
		Community Facilities - Port Geographe Closing Balance	**0.00**	2,765.37	(380,788.65)	380,789.00	0.00
1029 - Community Facilities - Vasse							
10904	Opening Balance	Other General Purpose Funding(O)	**(108,013.75)**	(108,013.75)	(108,013.75)	(108,013.75)	(108,013.75)
10904	Interest Earned	Other General Purpose Funding(O)	**92.30**	0.00	0.00	0.00	0.00
10904	Transfer To Reserve	Other General Purpose Funding(O)	**0.00**	0.00	(8,717.00)	0.00	(8,717.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**107,921.45**	116,731.00	0.00	224,744.75	116,730.75
12849	Transfer From Reserve	Sport Oval Lighting - Vasse Ovals(C)	**0.00**	0.00	116,731.00	0.00	0.00
		Community Facilities - Vasse Closing Balance	**0.00**	8,717.25	0.25	116,731.00	0.00
1030 - Corporate IT Systems Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(329,864.57)**	(329,864.57)	(329,864.57)	(329,864.57)	(329,864.57)
10904	Interest Earned	Other General Purpose Funding(O)	**(32,951.51)**	(2,841.80)	(3,410.22)	(2,841.80)	(3,410.22)
10027	Transfer To Reserve	Asset Management Administration(O)	**(665,614.60)**	(665,614.60)	(798,737.64)	(665,614.60)	(798,737.64)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(97,084.09)**	(97,863.46)	(97,863.46)	(97,863.46)	(97,863.46)
12876	Transfer From Reserve	ICT Services - Equipment & Software Purchases(C)	**238,393.80**	190,800.00	792,506.00	190,800.00	792,506.00
		Corporate IT Systems Reserve Closing Balance	**(887,120.97)**	(905,384.43)	(437,369.89)	(905,384.43)	(437,369.89)
1031 - Debt Default Reserve							
10904	Interest Earned	Other General Purpose Funding(O)	**857.24**	0.00	0.00	0.00	0.00
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(857.24)**	0.00	0.00	0.00	0.00
		Debt Default Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1032 - Election, Value and Corporate Expense Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(401,440.34)**	(401,440.34)	(401,440.34)	(401,440.34)	(401,440.34)
10904	Interest Earned	Other General Purpose Funding(O)	**(19,466.66)**	(12,385.00)	(14,862.02)	(12,385.00)	(14,862.02)
10830	Transfer To Reserve	Members of Council(O)	**(122,333.30)**	(122,333.30)	(146,800.00)	(122,333.30)	(146,800.00)
10830	Transfer From Reserve	Members of Council(O)	**166,171.97**	180,000.00	180,000.00	180,000.00	180,000.00
		Election, Value and Corporate Expense Reserve Closing Balance	**(377,068.33)**	(356,158.64)	(383,102.36)	(356,158.64)	(383,102.36)

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1033 - Emergency Disaster Recovery Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(97,863.46)**	(97,863.46)	(97,863.46)	(97,863.46)	(97,863.46)
10904	Interest Earned	Other General Purpose Funding(O)	**779.37**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**97,084.09**	97,863.46	97,863.46	97,863.46	97,863.46
		Emergency Disaster Recovery Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1034 - Energy Sustainability Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(247,224.49)**	(247,224.49)	(247,224.49)	(247,224.49)	(247,224.49)
10904	Interest Earned	Other General Purpose Funding(O)	**2,230.55**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**244,993.94**	247,224.49	247,224.49	247,224.49	247,224.49
		Energy Sustainability Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1035 - Footpath and Cycleways Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,726,462.66)**	(1,726,462.66)	(1,726,462.66)	(1,726,462.66)	(1,726,462.66)
10904	Interest Earned	Other General Purpose Funding(O)	**(94,418.87)**	(48,926.50)	(58,711.80)	(48,926.50)	(58,711.80)
10027	Transfer To Reserve	Asset Management Administration(O)	**(1,118,715.80)**	(1,118,715.80)	(1,342,459.00)	(1,118,715.80)	(1,342,459.00)
10027	Transfer From Reserve	Asset Management Administration(O)	**0.00**	17,999.20	21,599.00	17,999.20	21,599.00
10741	Transfer From Reserve	Busselton CBD Footpath Renewal(C)	**0.00**	398.00	54,585.00	398.00	54,585.00
10903	Transfer From Reserve	DAIP - Disability Access(C)	**7,006.99**	7,007.00	30,000.00	7,007.00	30,000.00
11986	Transfer From Reserve	Causeway Road Shared Path(C)	**0.00**	30,000.00	0.00	30,000.00	30,000.00
11998	Transfer From Reserve	Kaloorup Road(C)	**0.00**	60,000.00	0.00	60,000.00	60,000.00
12816	Transfer From Reserve	Coastal Principled Shares Path (C)	**0.00**	3,454.00	70,488.00	3,454.00	70,488.00
14814	Transfer From Reserve	Townscape Works Busselton(C)	**0.00**	0.00	100,000.00	0.00	100,000.00
14876	Transfer From Reserve	Eagle Cresent on road parking - Eagle Bay(C)	**0.00**	23,000.00	0.00	23,000.00	23,000.00
14887	Transfer From Reserve	Coastal Shared Path - Forth St to Holgate(C)	**0.00**	2,402.00	230,000.00	2,402.00	574,633.00
14888	Transfer From Reserve	Bay View Street - Bussell Hwy to Dorset Street(C)	**75,765.57**	70,658.00	126,198.00	70,658.00	126,198.00
14889	Transfer From Reserve	Queen St - Queen St & Prince St Roundabout Zebra Cross(C)	**0.00**	0.00	16,000.00	0.00	16,000.00
14890	Transfer From Reserve	Carey St - Kent Street and Harris to Peel(C)	**0.00**	0.00	113,886.00	0.00	113,886.00
14891	Transfer From Reserve	Adelaide Street - Lot 11 to Stanley St(C)	**0.00**	4,592.00	56,430.06	4,592.00	4,592.06
14892	Transfer From Reserve	Peron Avenue - Chester Way to Pimlea Parade(C)	**0.00**	0.00	147,000.00	0.00	147,000.00
14893	Transfer From Reserve	Bay View Cresent - Curtis Bay Lot 62 to Lot 4(C)	**0.00**	3,450.00	55,000.00	3,450.00	41,567.00
14894	Transfer From Reserve	Telstra Park - Lot 4 Naturaliste Terrace(C)	**17,673.27**	17,673.00	20,000.00	17,673.00	20,000.00
14895	Transfer From Reserve	Vincent Street to Geographe Bay Road (Reserve 44343)(C)	**0.00**	548.00	400,000.00	548.00	367,728.00
14896	Transfer From Reserve	Dunsborough Lakes Drive - Caves Road(C)	**15,000.00**	14,704.00	15,000.00	14,704.00	15,000.00
14897	Transfer From Reserve	Naturaliste Terrace Footbridge Renewal #6017 Lot 254(C)	**0.00**	4,325.00	110,000.00	4,325.00	110,000.00
14899	Transfer From Reserve	Feasability Study -Dunsborough to Yallingup(O)	**0.00**	0.00	10,000.00	0.00	10,000.00
14905	Transfer From Reserve	GLC Footpath NIB (C)	**0.00**	8,284.00	20,000.00	8,284.00	20,000.00
15071	Transfer From Reserve	Upgrade Wagin Gardens Footpath Access (C)	**20,000.00**	20,000.00	20,000.00	20,000.00	20,000.00
15072	Transfer From Reserve	Upgrade Harris Rd POS Access (C)	**10,000.00**	10,000.00	10,000.00	10,000.00	10,000.00
		Footpath and Cycleways Reserve Closing Balance	**(2,794,151.50)**	(2,595,610.76)	(1,501,447.40)	(2,595,610.76)	(1,141,357.40)
1036 - Furniture and Equipment Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(483,155.93)**	(483,155.93)	(483,155.93)	(483,155.93)	(483,155.93)
10904	Interest Earned	Other General Purpose Funding(O)	**(22,605.56)**	(2,105.60)	(2,526.78)	(2,105.60)	(2,526.78)
10027	Transfer To Reserve	Asset Management Administration(O)	**(122,363.30)**	(122,363.30)	(146,836.00)	(122,363.30)	(146,836.00)
12876	Transfer From Reserve	ICT Services - Equipment & Software Purchases(C)	**0.00**	172,991.00	172,991.00	172,991.00	172,991.00
12878	Transfer From Reserve	Naturaliste Community Centre (NCC) - Purchase Office Furn(C)	**0.00**	0.00	20,000.00	0.00	8,850.00
14730	Transfer From Reserve	Geographe Leisure Centre Fitness Equipment(C)	**0.00**	0.00	18,160.00	0.00	18,160.00
14927	Transfer From Reserve	Dunsborough Depot(C)	**0.00**	18,961.00	21,300.00	18,961.00	21,300.00
14939	Transfer From Reserve	Ice Machine (C)	**14,128.00**	10,000.00	10,000.00	10,000.00	10,000.00
15082	Transfer From Reserve	Administration Building Furniture& Equipment C)	**0.00**	4,143.00	15,000.00	4,143.00	15,000.00
15088	Transfer From Reserve	Busselton Depot Building Furniture & Equipment (C)	**0.00**	0.00	10,813.00	0.00	10,813.00
		Furniture and Equipment Reserve Closing Balance	**(613,996.79)**	(401,529.83)	(364,254.71)	(401,529.83)	(375,404.71)
1037 - Geographe Leisure Centre Building (GLC) Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(232,470.11)**	(232,470.11)	(232,470.11)	(232,470.11)	(232,470.11)
10904	Interest Earned	Other General Purpose Funding(O)	**3,399.96**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**229,070.15**	232,470.11	232,470.11	232,470.11	232,470.11
		Geographe Leisure Centre Building (GLC) Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1038 - Jetty Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(7,345,734.77)**	(7,345,734.77)	(7,345,734.77)	(7,345,734.77)	(7,345,734.77)
10904	Interest Earned	Other General Purpose Funding(O)	**(333,194.61)**	(265,631.50)	(318,757.80)	(265,631.50)	(318,757.80)
10027	Transfer To Reserve	Asset Management Administration(O)	**(286,028.30)**	(286,028.30)	(343,234.00)	(286,028.30)	(343,234.00)
10048	Transfer To Reserve	Busselton Jetty(O)	**(715,646.60)**	(715,646.60)	(858,776.00)	(715,646.60)	(858,776.00)
10160	Transfer To Reserve	Equinox Cafe(O)	**(79,939.80)**	(79,939.80)	(95,927.79)	(79,939.80)	(95,927.79)
10161	Transfer To Reserve	Goose Café(O)	**(44,311.60)**	(44,311.60)	(53,173.90)	(44,311.60)	(53,173.90)
10162	Transfer To Reserve	Micro Brewery Building(O)	**(80,596.10)**	(80,596.10)	(96,715.27)	(80,596.10)	(96,715.27)
11704	Transfer To Reserve	Busselton Tennis Club Building (Old)(O)	**(21,645.80)**	(21,645.80)	(25,974.96)	(21,645.80)	(25,974.96)
11798	Transfer To Reserve	Hotel Site 2(O)	**(31,580.40)**	(31,580.40)	(37,896.49)	(31,580.40)	(37,896.49)
10048	Transfer From Reserve	Busselton Jetty(O)	**0.00**	1,828,444.00	1,828,444.00	1,828,444.00	1,828,444.00
		Jetty Reserve Closing Balance	**(8,938,677.98)**	(7,042,670.87)	(7,347,746.98)	(7,042,670.87)	(7,347,746.98)
1039 - Jetty Self Insurance Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(672,757.83)**	(672,757.83)	(672,757.83)	(672,757.83)	(672,757.83)
10904	Interest Earned	Other General Purpose Funding(O)	**(29,728.01)**	(25,495.90)	(30,595.12)	(25,495.90)	(30,595.12)
10048	Transfer To Reserve	Busselton Jetty(O)	**(67,857.40)**	(67,857.40)	(81,428.88)	(67,857.40)	(81,428.88)
		Jetty Self Insurance Reserve Closing Balance	**(770,343.24)**	(766,111.13)	(784,781.83)	(766,111.13)	(784,781.83)
1040 - Joint Venture Aged Housing Reserve (Harris/Winderlup)							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,656,730.67)**	(1,656,730.67)	(1,656,730.67)	(1,656,730.67)	(1,656,730.67)
10904	Interest Earned	Other General Purpose Funding(O)	**(69,723.23)**	(64,050.50)	(76,860.56)	(64,050.50)	(76,860.56)
11683	Transfer To Reserve	Harris Road Aged Housing(O)	**0.00**	0.00	(78,865.00)	0.00	(78,865.00)
11685	Transfer To Reserve	Winderlup Villas Aged Housing(O)	**0.00**	0.00	(188,862.00)	0.00	(188,862.00)
12231	Transfer From Reserve	Aged Housing Capital Improvements - Harris Road(C)	**0.00**	22,000.00	22,000.00	22,000.00	22,000.00
12233	Transfer From Reserve	Aged Housing Capital Improvements - Winderlup(C)	**0.00**	4,950.00	40,000.00	4,950.00	40,000.00
		Joint Venture Aged Housing Reserve (Harris/Winderlup) Closing Balance	**(1,726,453.90)**	(1,693,831.17)	(1,939,318.23)	(1,693,831.17)	(1,939,318.23)

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1041 - Legal Expenses Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(579,578.14)**	(579,578.14)	(579,578.14)	(579,578.14)	(579,578.14)
10904	Interest Earned	Other General Purpose Funding(O)	**(23,649.01)**	(24,952.10)	(29,942.55)	(24,952.10)	(29,942.55)
10824	Transfer From Reserve	Legal Services(O)	**0.00**	150,000.00	150,000.00	150,000.00	150,000.00
		Legal Expenses Reserve Closing Balance	**(603,227.15)**	(454,530.24)	(459,520.69)	(454,530.24)	(459,520.69)
1042 - Locke Estate Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(171,194.44)**	(171,194.44)	(171,194.44)	(171,194.44)	(171,194.44)
10904	Interest Earned	Other General Purpose Funding(O)	**(9,710.70)**	(6,563.10)	(7,875.71)	(6,563.10)	(7,875.71)
10180	Transfer To Reserve	Locke Estate(O)	**(53,333.30)**	(53,333.30)	(64,000.00)	(53,333.30)	(64,000.00)
		Locke Estate Reserve Closing Balance	**(234,238.44)**	(231,090.84)	(243,070.15)	(231,090.84)	(243,070.15)
1043 - Long Service Leave Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(3,940,671.00)**	(3,940,671.00)	(3,940,671.00)	(3,940,671.00)	(3,940,671.00)
10904	Interest Earned	Other General Purpose Funding(O)	**(167,606.68)**	(150,257.90)	(180,309.50)	(150,257.90)	(180,309.50)
10810	Transfer To Reserve	Human Resources & Payroll(O)	**(375,000.00)**	(375,000.00)	(450,000.00)	(375,000.00)	(450,000.00)
10027	Transfer From Reserve	Asset Management Administration(O)	**0.00**	0.00	12,260.11	0.00	12,260.11
10041	Transfer From Reserve	Building Services(O)	**0.00**	0.00	9,938.47	0.00	9,938.47
10179	Transfer From Reserve	Youth Services(O)	**0.00**	0.00	16,684.91	0.00	16,684.91
10461	Transfer From Reserve	Geographe Leisure Centre(O)	**0.00**	0.00	27,411.93	0.00	27,411.93
10671	Transfer From Reserve	Development Compliance Services(O)	**0.00**	0.00	13,586.55	0.00	13,586.55
10678	Transfer From Reserve	Customer Services(O)	**0.00**	0.00	16,091.57	0.00	16,091.57
10704	Transfer From Reserve	Infrastructure and Environment Support(O)	**0.00**	0.00	31,653.94	0.00	31,653.94
10705	Transfer From Reserve	Engineering and Facilities Management(O)	**0.00**	0.00	21,641.27	0.00	21,641.27
10706	Transfer From Reserve	Engineering Services Design PWOH(O)	**0.00**	0.00	5,566.32	0.00	5,566.32
10710	Transfer From Reserve	Environmental Health Services Administration(O)	**0.00**	0.00	4,154.91	0.00	4,154.91
10711	Transfer From Reserve	Environmental Management Administration(O)	**0.00**	0.00	25,859.80	0.00	25,859.80
10733	Transfer From Reserve	Financial Services(O)	**0.00**	0.00	3,058.55	0.00	3,058.55
10790	Transfer From Reserve	Goverance and Risk Services(O)	**0.00**	0.00	43,568.98	0.00	43,568.98
10824	Transfer From Reserve	Legal Services(O)	**0.00**	0.00	2,765.74	0.00	2,765.74
10901	Transfer From Reserve	Civil Infrastructure Management PWOH(O)	**0.00**	0.00	26,903.12	0.00	26,903.12
10902	Transfer From Reserve	Civil Infrastructure Works PWOH(O)	**0.00**	0.00	165,812.59	0.00	165,812.59
10905	Transfer From Reserve	Other Law, Order & Public Safety(O)	**0.00**	0.00	40,201.91	0.00	40,201.91
11026	Transfer From Reserve	Planning and Development Management(O)	**0.00**	0.00	10,138.26	0.00	10,138.26
11027	Transfer From Reserve	Community Planning Support(O)	**0.00**	0.00	16,151.22	0.00	16,151.22
11124	Transfer From Reserve	Stakeholder Relations(O)	**0.00**	0.00	4,927.23	0.00	4,927.23
11126	Transfer From Reserve	Rates Administration(O)	**0.00**	0.00	20,525.25	0.00	20,525.25
12258	Transfer From Reserve	Statutory Planning(O)	**0.00**	0.00	6,224.28	0.00	6,224.28
		Long Service Leave Reserve Closing Balance	**(4,483,277.68)**	(4,465,928.90)	(4,045,853.59)	(4,465,928.90)	(4,045,853.59)
1044 - Major Traffic Improvements Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,574,755.62)**	(1,574,755.62)	(1,574,755.62)	(1,574,755.62)	(1,574,755.62)
10904	Interest Earned	Other General Purpose Funding(O)	**12,539.71**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**1,562,215.91**	1,574,755.62	1,574,755.62	1,574,755.62	1,574,755.62
		Major Traffic Improvements Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1045 - Events, Marketing and Business Development Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(393,497.06)**	(393,497.06)	(393,497.06)	(393,497.06)	(393,497.06)
10904	Interest Earned	Other General Purpose Funding(O)	**(39,708.26)**	(9,510.70)	(11,412.81)	(9,510.70)	(11,412.81)
10188	Transfer To Reserve	Events and Culture(O)	**(1,221,950.90)**	(1,221,950.90)	(1,466,341.00)	(1,221,950.90)	(1,466,341.00)
10022	Transfer From Reserve	Saltwater (O)	**0.00**	0.00	100,000.00	0.00	100,000.00
10188	Transfer From Reserve	Events and Culture(O)	**1,201,050.34**	1,661,401.00	1,661,401.00	1,661,401.00	1,661,401.00
14729	Transfer From Reserve	Events Furniture & Equipment(C)	**0.00**	0.00	5,138.00	0.00	5,138.00
		Events, Marketing and Business Development Reserve Closing Balance	**(454,105.88)**	36,442.34	(104,711.87)	36,442.34	(104,711.87)
1046 - Naturaliste Community Centre Building (NCC) Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(233,942.56)**	(233,942.56)	(233,942.56)	(233,942.56)	(233,942.56)
10904	Interest Earned	Other General Purpose Funding(O)	**1,975.57**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**231,966.99**	233,942.56	233,942.56	233,942.56	233,942.56
		Naturaliste Community Centre Building (NCC) Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1047 - New Infrastructure Development Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(756,383.73)**	(756,383.73)	(756,383.73)	(756,383.73)	(756,383.73)
10904	Interest Earned	Other General Purpose Funding(O)	**(111,277.04)**	(8,763.40)	(10,516.10)	(8,763.40)	(10,516.10)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(1,609,434.07)**	(1,602,782.00)	(1,602,782.00)	(1,602,782.00)	(1,602,782.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**(250,000.00)**	(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)
12407	Transfer From Reserve	Dunsborough Lakes Sporting Precinct (Stage 1)(C)	**0.00**	160.00	358,778.00	160.00	358,778.00
15073	Transfer From Reserve	Lot 9020 Dunsborough (C)	**0.00**	360,980.00	900,000.00	360,980.00	900,000.00
		New Infrastructure Development Reserve Closing Balance	**(2,727,094.84)**	(2,256,789.13)	(1,360,903.83)	(2,256,789.13)	(1,360,903.83)

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1048 - Other Infrastructure Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(721,867.25)**	(721,867.25)	(721,867.25)	(721,867.25)	(721,867.25)
10904	Interest Earned	Other General Purpose Funding(O)	**(64,631.22)**	(24,655.20)	(29,586.24)	(24,655.20)	(29,586.24)
10027	Transfer To Reserve	Asset Management Administration(O)	**(663,032.50)**	(663,032.50)	(795,639.00)	(663,032.50)	(795,639.00)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(403,782.22)**	(496,980.00)	(496,980.00)	(496,980.00)	(496,980.00)
10027	Transfer From Reserve	Asset Management Administration(O)	**0.00**	0.00	21,600.00	0.00	21,600.00
10157	Transfer From Reserve	Busselton Cemetery(O)	**0.00**	72,303.00	72,303.00	72,303.00	72,303.00
10158	Transfer From Reserve	Dunsborough Cemetery(O)	**0.00**	0.00	25,620.00	0.00	25,620.00
10159	Transfer From Reserve	Pioneer Cemetery(O)	**0.00**	0.00	6,240.00	0.00	6,240.00
10251	Transfer From Reserve	LED Street Light Replacement Program(O)	**0.00**	0.00	90,000.00	0.00	90,000.00
10700	Transfer From Reserve	Dunsborough Cemetery(C)	**0.00**	0.00	21,276.00	0.00	21,276.00
11024	Transfer From Reserve	Pioneer Cemetery - Implement Conservation Plan(C)	**0.00**	319.00	21,276.00	319.00	21,276.00
12815	Transfer From Reserve	North Street Drainage Works(C)	**231,149.00**	183,638.00	231,149.00	183,638.00	231,149.00
14811	Transfer From Reserve	RBFS Old Dunsborough Boat Ramp Scour Protection (C)	**0.00**	0.00	8,310.00	0.00	8,310.00
14879	Transfer From Reserve	Busselton LIA Drainage Investigation & Design(C)	**42,407.65**	31,750.00	50,000.00	31,750.00	50,000.00
14880	Transfer From Reserve	Chapman Street Mitigate private property innundation(C)	**99,255.97**	84,036.00	250,000.00	84,036.00	250,000.00
14881	Transfer From Reserve	Dunsborough Lakes Drive No 69/71(C)	**0.00**	239.00	112,215.00	239.00	112,215.00
14882	Transfer From Reserve	Dunsborough Lakes Condition inspection & Design(C)	**0.00**	15,920.00	50,000.00	15,920.00	50,000.00
14883	Transfer From Reserve	Carey Street Drainage Renewals(C)	**88,639.41**	40,977.00	252,893.58	40,977.00	252,893.58
14884	Transfer From Reserve	Depuch Close - Eagle Bay(C)	**68,856.02**	68,856.00	76,472.88	68,856.00	76,472.88
14885	Transfer From Reserve	Heppingstone & Hale Street intersection(C)	**0.00**	7,650.00	33,718.37	7,650.00	33,718.37
14886	Transfer From Reserve	Hester Steet Drainage Renewal SLK0.33 (C)	**0.00**	5,749.00	18,026.81	5,749.00	18,026.81
14900	Transfer From Reserve	Metricup Cemetery - Paths & Ashes iternment(C)	**0.00**	209.00	10,000.00	209.00	10,000.00
14945	Transfer From Reserve	WSUD Improv Drainage Outlets and Catchements(C)	**0.00**	3,000.00	30,000.00	3,000.00	30,000.00
		Other Infrastructure Reserve Closing Balance	**(1,323,005.14)**	(1,391,888.95)	(662,971.85)	(1,391,888.95)	(662,971.85)
1049 - Parks and Reserves Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,349,337.86)**	(1,349,337.86)	(1,349,337.86)	(1,349,337.86)	(1,349,337.86)
10904	Interest Earned	Other General Purpose Funding(O)	**(79,963.29)**	(19,940.00)	(23,927.98)	(19,940.00)	(23,927.98)
10027	Transfer To Reserve	Asset Management Administration(O)	**(1,145,237.50)**	(1,145,237.50)	(1,374,285.00)	(1,145,237.50)	(1,374,285.00)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(13,009.17)**	(13,115.00)	(13,115.00)	(13,115.00)	(13,115.00)
10831	Transfer From Reserve	Rotary Park / War Memorial Relocation(C)	**256,916.16**	375,000.00	375,000.00	375,000.00	375,000.00
10953	Transfer From Reserve	Youth Skate Park(C)	**0.00**	3,103.00	20,000.00	3,103.00	20,000.00
10963	Transfer From Reserve	Minor Capital Improvements, Fencing, Seating, Lighting et(C)	**0.00**	2,200.00	40,000.00	2,200.00	40,000.00
10967	Transfer From Reserve	New Shade Sails – multiple locations (C)	**0.00**	110.00	265,165.00	110.00	265,165.00
11034	Transfer From Reserve	Dunsborough Non-Potable Water Network(C)	**0.00**	0.00	0.00	0.00	29,183.00
11035	Transfer From Reserve	Park Furniture Renewals - Replace aged & unsafe Equip(C)	**0.00**	14,953.00	55,000.00	14,953.00	55,000.00
12251	Transfer From Reserve	Cricket Nets & Wickets (C)	**0.00**	8,752.00	30,000.00	8,752.00	30,000.00
12267	Transfer From Reserve	Busselton Townscape Street Furniture Renewals (C)	**0.00**	0.00	40,000.00	0.00	40,000.00
12511	Transfer From Reserve	Dunsborough - BMX / Skatebowl(C)	**0.00**	6,259.00	10,000.00	6,259.00	10,000.00
12821	Transfer From Reserve	Churchill Park - Main Oval Renewal (C)	**148,889.68**	154,840.00	550,000.00	154,840.00	590,880.00
14904	Transfer From Reserve	Beach Shower/Water Fountain Up& Ren (C)	**0.00**	9,952.00	20,000.00	9,952.00	20,000.00
14906	Transfer From Reserve	Dunsborough Oval Skatepark Lighting Renewal(C)	**0.00**	110.00	70,000.00	110.00	70,000.00
14907	Transfer From Reserve	Busselton Foreshore - Annual Renewals (C)	**0.00**	20,891.00	50,000.00	20,891.00	50,000.00
14908	Transfer From Reserve	Dunsborough Town Centre & Foreshore - Annual Renewals (C)	**0.00**	15,696.00	30,000.00	15,696.00	30,000.00
14910	Transfer From Reserve	Seymour Park - Replacement of Decking(C)	**92,743.36**	48,663.00	50,600.00	48,663.00	50,600.00
14911	Transfer From Reserve	Jarrahwood Playground Equipment Renewal(C)	**0.00**	0.00	26,000.00	0.00	26,000.00
14912	Transfer From Reserve	Newtown Oval New Playground Equipment(C)	**0.00**	0.00	15,000.00	0.00	15,000.00
14913	Transfer From Reserve	Heron Place - New New Playground Equipment(C)	**0.00**	220.00	10,000.00	220.00	10,000.00
14917	Transfer From Reserve	Meelup Regional Park - Capital Projects(C)	**80,814.94**	80,815.00	178,000.00	80,815.00	178,000.00
14918	Transfer From Reserve	BBQ Placement and Replacement(C)	**0.00**	0.00	30,000.00	0.00	30,000.00
14919	Transfer From Reserve	Beach Access stairs (C)	**0.00**	0.00	55,000.00	0.00	55,000.00
14944	Transfer From Reserve	Busselton Works Depot Parks & Gardens Product Bays(C)	**0.00**	0.00	20,000.00	0.00	20,000.00
		Parks and Reserves Reserve Closing Balance	**(2,008,183.68)**	(1,786,066.36)	(820,900.84)	(1,786,066.36)	(750,837.84)
1050 - Performing Arts and Convention Centre Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(2,467,332.55)**	(2,467,332.55)	(2,467,332.55)	(2,467,332.55)	(2,467,332.55)
10904	Interest Earned	Other General Purpose Funding(O)	**(103,575.51)**	(97,282.40)	(116,738.87)	(97,282.40)	(116,738.87)
		Performing Arts and Convention Centre Reserve Closing Balance	**(2,570,908.06)**	(2,564,614.95)	(2,584,071.42)	(2,564,614.95)	(2,584,071.42)

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1051 - Plant Replacement Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(2,364,208.70)**	(2,364,208.70)	(2,364,208.70)	(2,364,208.70)	(2,364,208.70)
10904	Interest Earned	Other General Purpose Funding(O)	**(115,035.70)**	(17,905.70)	(21,486.82)	(17,905.70)	(21,486.82)
10027	Transfer To Reserve	Asset Management Administration(O)	**(934,768.10)**	(934,768.10)	(1,121,721.71)	(934,768.10)	(1,121,721.71)
10448	Transfer From Reserve	Miscellaneous Plant & Equipment(O)	**0.00**	0.00	18,720.00	0.00	18,720.00
12881	Transfer From Reserve	HINO FD1024 Beavertail Truck (Turf) (C)	**0.00**	0.00	80,000.00	0.00	80,000.00
12882	Transfer From Reserve	Isuzu NPR65-190 Single Cab (Turf) (C)	**0.00**	0.00	80,000.00	0.00	80,000.00
12884	Transfer From Reserve	KUBOTA F3690 OUTFRONT MOWER (C)	**21,200.00**	21,200.00	21,200.00	21,200.00	21,200.00
12885	Transfer From Reserve	KUBOTA F3690 OUTFRONT MOWER (C)	**21,200.00**	21,200.00	21,200.00	21,200.00	21,200.00
12886	Transfer From Reserve	Brush / Tree Chipper (C)	**0.00**	0.00	100,000.00	0.00	100,000.00
12887	Transfer From Reserve	Plant Purchases (P11) - Redexim Easyspread 1600 Sand Spre(C)	**0.00**	0.00	19,200.00	0.00	19,200.00
12888	Transfer From Reserve	HINO FS2848 Tipper Truck (C&M) (C)	**0.00**	0.00	230,000.00	0.00	230,000.00
12890	Transfer From Reserve	Caterpillar CS56 Roller (C&M) (C)	**0.00**	0.00	130,000.00	0.00	130,000.00
12892	Transfer From Reserve	ISUZU FVZ1400 Tipper Truck (C&M) (C)	**0.00**	0.00	230,000.00	0.00	230,000.00
12894	Transfer From Reserve	Nissan Xtrail ST-L 2WD (Strategic Planning Coord) (C)	**0.00**	0.00	18,000.00	0.00	18,000.00
12895	Transfer From Reserve	NISSAN X-TRAIL ST-L 2WD SUV (ASSET MGMT COORD) (C)	**18,000.00**	0.00	18,000.00	0.00	18,000.00
12896	Transfer From Reserve	Facilities Operational Ute(C)	**23,000.00**	23,000.00	23,000.00	23,000.00	23,000.00
12897	Transfer From Reserve	ISUZU D-MAX SX 4X2 SINGLE CAB UTILITY (IRRIGATION) (C)	**0.00**	0.00	31,000.00	0.00	31,000.00
12898	Transfer From Reserve	MITSUBISHI TRITON 4X2 SINGLE CAB UTE (P&G) (C)	**0.00**	0.00	31,000.00	0.00	31,000.00
12899	Transfer From Reserve	Construction & Maintenance Ute (C)	**27,000.00**	27,000.00	27,000.00	27,000.00	27,000.00
12900	Transfer From Reserve	TOYOTA HILUX DUAL CAB 4X4 (CONST SUPERVISOR) (C)	**25,000.00**	0.00	25,000.00	0.00	25,000.00
12901	Transfer From Reserve	TOYOTA HILUX DUAL CAB 4X4 (MTCE SUPERVISOR) (C)	**25,000.00**	0.00	25,000.00	0.00	25,000.00
12902	Transfer From Reserve	Manager Governance & Corp Services Vehicle (C)	**20,000.00**	20,000.00	20,000.00	20,000.00	20,000.00
12904	Transfer From Reserve	Plant Purchases (P11) - Minor Plant (P&G) (C)	**0.00**	0.00	13,000.00	0.00	13,000.00
12906	Transfer From Reserve	Plant Purchases (P12) - Minor Plant (C&M) (C)	**0.00**	0.00	18,500.00	0.00	18,500.00
12908	Transfer From Reserve	Program 12 - Minor Plant (Workshop) (C)	**0.00**	0.00	10,000.00	0.00	10,000.00
12948	Transfer From Reserve	TOYOTA HILUX SR 4X4 DUAL CAB UTILITY (BMO) (C)	**25,000.00**	25,000.00	25,000.00	25,000.00	25,000.00
14744	Transfer From Reserve	MITSUBISHI PAJERO GLX 4X4 (MGR REG SERV) (C)	**21,500.00**	21,500.00	21,500.00	21,500.00	21,500.00
14818	Transfer From Reserve	Wheeled 20t excavator Inc. Accessories(C)	**0.00**	0.00	485,000.00	0.00	485,000.00
14819	Transfer From Reserve	Positrak (Cat 299) with Accessories (C)	**0.00**	0.00	250,000.00	0.00	250,000.00
14820	Transfer From Reserve	Trailer for Towing Positrak & Traffic Lights(C)	**0.00**	0.00	40,000.00	0.00	40,000.00
14821	Transfer From Reserve	Trailer Traffic Lights x 2 (and Sign Cones)(C)	**43,090.00**	43,090.00	45,000.00	43,090.00	45,000.00
14842	Transfer From Reserve	HINO CREW CAB TIPPER TRUCK (C)	**77,450.00**	77,540.00	77,540.00	77,540.00	77,540.00
14954	Transfer From Reserve	MITSUBISHI TRITON 4x2 SINGLE CAB (C)	**0.00**	76.00	25,000.00	76.00	25,000.00
15004	Transfer From Reserve	HUSQVARNA RC318T RIDE ON MOWER (C)	**0.00**	0.00	15,000.00	0.00	15,000.00
15006	Transfer From Reserve	HINO 917 CREW CAB (C&M) (C)	**0.00**	0.00	80,000.00	0.00	80,000.00
15008	Transfer From Reserve	ISUZU NPR400 CREW CAB (C&M) (C)	**0.00**	0.00	80,000.00	0.00	80,000.00
15013	Transfer From Reserve	HINO GH1728 AUTO TRUCK (C&M) (C)	**0.00**	0.00	350,000.00	0.00	350,000.00
15016	Transfer From Reserve	HINO GF1628 REAR TIPPING TRUCK (P&G) (C)	**0.00**	0.00	100,000.00	0.00	100,000.00
15018	Transfer From Reserve	TORO 4010D GROUNDMASTER MOWER (P&G) (C)	**0.00**	0.00	130,000.00	0.00	130,000.00
15023	Transfer From Reserve	ISUZU DMAX 4X2 SINGLE CAB (P&G) FORESHORE IRRIGATION (C)	**0.00**	0.00	31,000.00	0.00	31,000.00
15025	Transfer From Reserve	TOYOTA HILUX 4X4 EXTRA CAB UTILITY (IRRIGATION) (C)	**0.00**	0.00	34,000.00	0.00	34,000.00
15028	Transfer From Reserve	FORD RANGER 4X4 DUAL CAB UTE (CESM) (C)	**0.00**	61.00	35,000.00	61.00	35,000.00
15032	Transfer From Reserve	SUBARU OUTBACK 2.5i PREMIUM WAGON (C)	**0.00**	0.00	20,000.00	0.00	20,000.00
15034	Transfer From Reserve	SUBARU OUTBACK AWD WAGON (RANGERS CO-ORDINATOR) (C)	**0.00**	20,000.00	20,000.00	20,000.00	20,000.00
15036	Transfer From Reserve	SUBARU OUTBACK 2.5I AWD PREMIUM (MGR CULTURE & EVENTS) (C)	**20,000.00**	20,000.00	20,000.00	20,000.00	20,000.00
15038	Transfer From Reserve	MAZDA CX9 FWD SUV (Director CCS) (C)	**0.00**	25,000.00	25,000.00	25,000.00	25,000.00
15040	Transfer From Reserve	SUBARU OUTBACK AWD (Director PDS) (C)	**25,000.00**	0.00	25,000.00	0.00	25,000.00
15042	Transfer From Reserve	Nissan X-Trail Ti 4x4 SUV (Mgr Fin Serv) (C)	**0.00**	0.00	20,000.00	0.00	20,000.00
15045	Transfer From Reserve	Toyota Fortuner GX 4x4 SUV (Mgr Eng Tech Srv) (C)	**0.00**	0.00	20,000.00	0.00	20,000.00
15048	Transfer From Reserve	SUBARU FORESTER 2.5I-S AWD (MGR DEV SERV) (C)	**20,000.00**	20,000.00	20,000.00	20,000.00	20,000.00
15050	Transfer From Reserve	NISSAN X TRAIL STL 4X4 SUV (LIESURE CENTRES COORD) (C)	**0.00**	0.00	18,000.00	0.00	18,000.00
15052	Transfer From Reserve	MITSUBISHI OUTLANDER LS AWD (HR COORD) (C)	**18,000.00**	18,000.00	18,000.00	18,000.00	18,000.00
15065	Transfer From Reserve	Differential GPS (C)	**17,310.45**	17,310.00	20,000.00	17,310.00	20,000.00
		Plant Replacement Reserve Closing Balance	**(2,966,262.05)**	(2,916,905.50)	(267,557.23)	(2,916,905.50)	(267,557.23)
1052 - Port Geographe Development Reserve (Council)							
10904	Opening Balance	Other General Purpose Funding(O)	**(67,299.13)**	(67,299.13)	(67,299.13)	(67,299.13)	(67,299.13)
10904	Interest Earned	Other General Purpose Funding(O)	**(4,318.48)**	(1,520.50)	(1,824.61)	(1,520.50)	(1,824.61)
10325	Transfer To Reserve	Port Geographe(O)	**(87,468.70)**	(87,468.70)	(104,962.40)	(87,468.70)	(104,962.40)
10086	Transfer From Reserve	Pedestrian Bridge (Port Geographe)(O)	**53,414.41**	77,875.80	93,451.00	77,875.80	93,451.00
14901	Transfer From Reserve	Port Geographe POS Retaining Wall Renewals(C)	**0.00**	13,885.00	53,000.00	13,885.00	53,000.00
		Port Geographe Development Reserve (Council) Closing Balance	**(105,671.90)**	(64,527.53)	(27,635.14)	(64,527.53)	(27,635.14)
1053 - Port Geographe Waterways Management (SAR) Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(3,051,048.60)**	(3,051,048.60)	(3,051,048.60)	(3,051,048.60)	(3,051,048.60)
10904	Interest Earned	Other General Purpose Funding(O)	**(129,599.49)**	(114,063.30)	(136,875.96)	(114,063.30)	(136,875.96)
10325	Transfer To Reserve	Port Geographe(O)	**(206,375.80)**	(206,375.80)	(247,651.00)	(206,375.80)	(247,651.00)
10325	Transfer From Reserve	Port Geographe(O)	**0.00**	264,545.00	406,169.00	264,545.00	406,169.00
		Port Geographe Waterways Management (SAR) Reserve Closing Balance	**(3,387,023.89)**	(3,106,942.70)	(3,029,406.56)	(3,106,942.70)	(3,029,406.56)
1054 - Professional Development Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(161,394.93)**	(161,394.93)	(161,394.93)	(161,394.93)	(161,394.93)
10904	Interest Earned	Other General Purpose Funding(O)	**(6,775.15)**	(6,110.50)	(7,332.63)	(6,110.50)	(7,332.63)
10810	Transfer From Reserve	Human Resources & Payroll(O)	**0.00**	0.00	50,000.00	0.00	50,000.00
		Professional Development Reserve Closing Balance	**(168,170.08)**	(167,505.43)	(118,727.56)	(167,505.43)	(118,727.56)
1055 - Provence Landscape Maintenance (SAR) Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(1,524,829.18)**	(1,524,829.18)	(1,524,829.18)	(1,524,829.18)	(1,524,829.18)
10904	Interest Earned	Other General Purpose Funding(O)	**(67,412.63)**	(53,446.60)	(64,135.96)	(53,446.60)	(64,135.96)
10966	Transfer To Reserve	Provence SAR Area General Improvements to the Area(C)	**(171,600.80)**	(171,600.80)	(205,921.00)	(171,600.80)	(205,921.00)
10289	Transfer From Reserve	Almond Green Park (Provence)(O)	**0.00**	0.00	43,168.00	0.00	43,168.00
10291	Transfer From Reserve	Avignon Park (Provence)(O)	**0.00**	0.00	15,203.00	0.00	15,203.00
10311	Transfer From Reserve	Lavender Park (Provence)(O)	**0.00**	0.00	11,949.00	0.00	11,949.00
10429	Transfer From Reserve	Streetscape Medians (Provence)(O)	**0.00**	0.00	26,544.00	0.00	26,544.00
10966	Transfer From Reserve	Provence SAR Area General Improvements to the Area(C)	**0.00**	160,000.00	160,000.00	160,000.00	160,000.00
11725	Transfer From Reserve	Yalyalup Half Court(O)	**0.00**	0.00	770.00	0.00	770.00
		Provence Landscape Maintenance (SAR) Reserve Closing Balance	**(1,763,842.61)**	(1,589,876.58)	(1,537,252.14)	(1,589,876.58)	(1,537,252.14)

City of Busselton Reserve Movements
For Period Ended 30 April 2023

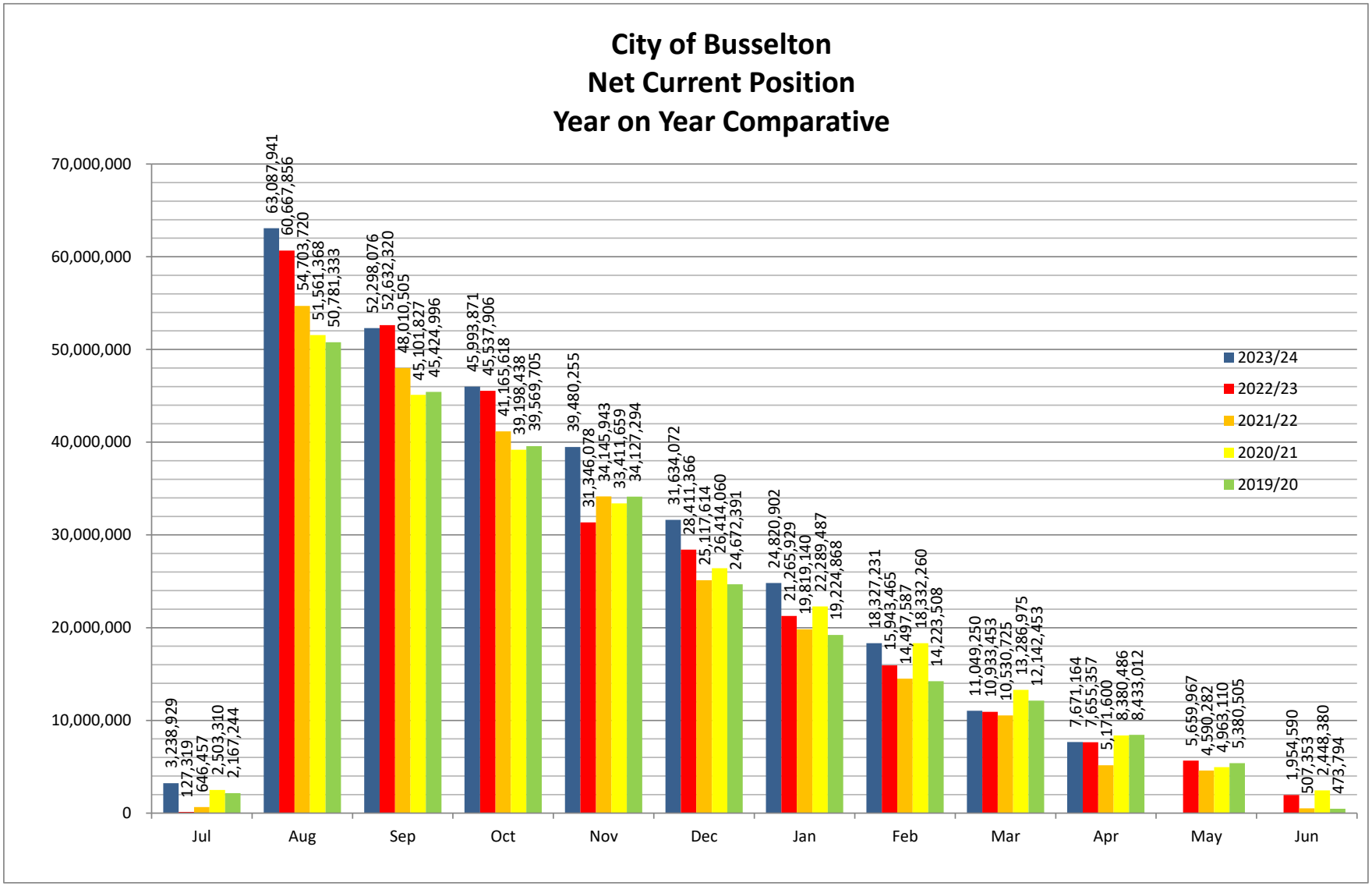
Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1056 - Public Art Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(272,932.87)**	(272,932.87)	(272,932.87)	(272,932.87)	(272,932.87)
10904	Interest Earned	Other General Purpose Funding(O)	**75.71**	(1,830.70)	(2,196.88)	(1,830.70)	(2,196.88)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**272,857.16**	275,130.00	0.00	549,893.57	275,129.75
15059	Transfer From Reserve	Sculpture By The Bay (C)	**0.00**	0.00	12,000.00	0.00	0.00
		Public Art Reserve Closing Balance	**0.00**	366.43	(263,129.75)	275,130.00	0.00
1057 - Railway House Building Reserve (50%)							
10904	Opening Balance	Other General Purpose Funding(O)	**(89,584.83)**	(89,584.83)	(89,584.83)	(89,584.83)	(89,584.83)
10904	Interest Earned	Other General Purpose Funding(O)	**709.70**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**88,875.13**	89,584.83	89,584.83	89,584.83	89,584.83
		Railway House Building Reserve (50%) Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1058 - Road Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(2,164,710.31)**	(2,164,710.31)	(2,164,710.31)	(2,164,710.31)	(2,164,710.31)
10904	Interest Earned	Other General Purpose Funding(O)	**(208,540.87)**	(68,819.10)	(82,582.80)	(68,819.10)	(82,582.80)
10027	Transfer To Reserve	Asset Management Administration(O)	**(3,074,058.30)**	(3,074,058.30)	(3,688,870.00)	(3,074,058.30)	(3,688,870.00)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(1,562,215.91)**	(1,574,756.00)	(1,574,756.00)	(1,574,756.00)	(1,574,756.00)
11193	Transfer From Reserve	Wilyabrup Road Resheet(C)	**80,643.00**	80,643.00	80,643.00	80,643.00	80,643.00
11199	Transfer From Reserve	Bussell Highway(C)	**150,000.00**	661,348.00	678,321.00	661,348.00	862,722.00
11987	Transfer From Reserve	Caves Road (C)	**0.00**	0.00	17,043.00	0.00	17,043.00
12005	Transfer From Reserve	Payne Road(C)	**384,409.03**	530,219.00	638,055.00	530,219.00	453,654.00
12611	Transfer From Reserve	North Jindong Road(C)	**171,451.80**	292,600.00	292,600.00	292,600.00	292,600.00
12827	Transfer From Reserve	Commonage Road(C)	**190,462.15**	269,500.00	269,500.00	269,500.00	269,500.00
12842	Transfer From Reserve	Nuttman Road (C)	**50,425.60**	50,426.00	54,724.00	50,426.00	54,724.00
12845	Transfer From Reserve	General Design / Modelling Works (O)	**0.00**	0.00	312,000.00	0.00	312,000.00
14817	Transfer From Reserve	Road Access Seal - Busselton Animal care facility(C)	**49,766.00**	211.00	49,766.00	211.00	49,766.00
14850	Transfer From Reserve	Cook Street - Asphalt Overlay SLK 0.39 to 1.25 (C)	**182,492.01**	282,492.00	351,573.55	282,492.00	291,573.55
14851	Transfer From Reserve	Strelly Street - Rehabilitation SLK 0.05 to 1.2 (C)	**18,036.94**	101,136.00	240,000.00	101,136.00	240,000.00
14852	Transfer From Reserve	North Jindong Road - Prelims and Land Acq SLK 0 to 0 (C)	**0.00**	353.00	12,000.00	353.00	12,000.00
14853	Transfer From Reserve	Jalbarragup Road - Reseal SLK 0 to 10.75 (C)	**150,000.00**	100,000.00	600,000.00	100,000.00	600,000.00
14854	Transfer From Reserve	Boallia Road - Recon and Widening SLK 1.5 to 2.3 (C)	**449,187.03**	449,187.00	553,832.39	449,187.00	553,832.39
14855	Transfer From Reserve	Vasse Yallingup Siding Road - Design only SLK 0 to 0 (C)	**0.00**	0.00	16,500.00	0.00	16,500.00
14856	Transfer From Reserve	Peron Avenue - Asphalt Overlay SLK 0.17 to 0.76 (C)	**30,622.19**	128,592.00	450,030.00	128,592.00	450,030.00
14857	Transfer From Reserve	West Street - Rehabilitation SLK 1.02 to 1.15 (C)	**0.00**	100,000.00	181,000.00	0.00	0.00
14858	Transfer From Reserve	Artisan Street - Asphalt Overlay SLK 0.02 to 0.16 (C)	**25,899.22**	25,899.00	46,151.72	25,899.00	36,973.72
14859	Transfer From Reserve	Kershaw Street - Asphalt Overlay SLK 0 to 0.25 (C)	**50,445.83**	50,446.00	69,270.94	50,446.00	50,445.94
14860	Transfer From Reserve	Thornbill Court - Asphalt Overlay SLK 0 to 0.08 (C)	**0.00**	0.00	20,662.00	0.00	20,662.00
14861	Transfer From Reserve	Grevillea Cove - Asphalt Overlay SLK 0 to 0.08 (C)	**0.00**	0.00	22,243.00	0.00	22,243.00
14862	Transfer From Reserve	Baudin Street - Asphalt Overlay SLK 0 to 0.1 (C)	**0.00**	843.00	95,132.00	843.00	95,132.00
14863	Transfer From Reserve	Cormorant Court - Asphalt Overlay SLK 0 to 0.08 (C)	**0.00**	0.00	23,616.00	0.00	23,616.00
14864	Transfer From Reserve	Sugarloaf Road - Second Coat Seal SLK 0 to 0 (C)	**0.00**	0.00	66,521.00	0.00	66,521.00
14865	Transfer From Reserve	Yallingup Beach Road - Reseal SLK 0 to 0.19 (C)	**24,804.72**	24,805.00	30,698.22	24,805.00	30,698.22
14866	Transfer From Reserve	Old Vasse Highway - Reseal SLK 0 to 1.83 (C)	**0.00**	0.00	13,535.16	0.00	13,535.16
15085	Transfer From Reserve	Jalbarragup Road New Shoulders (C)	**135,155.19**	200,000.00	200,000.00	200,000.00	200,000.00
15103	Transfer From Reserve	Prince Street Laneway(C)	**0.00**	28,003.00	0.00	28,003.00	28,003.00
15108	Transfer From Reserve	Bussell Highway Resurfacing SLK 0 to 3.8 (C)	**0.00**	178,734.00	0.00	278,734.00	181,000.00
15194	Transfer From Reserve	Chapman Hill Road [State Blackspot Prg] (C)	**0.00**	0.00	0.00	0.00	16,000.00
		Road Reserve Closing Balance	**(4,865,724.68)**	(3,326,906.71)	(2,125,501.13)	(3,326,906.71)	(2,169,501.13)
1059 - Sick Pay Incentive Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(79,316.37)**	(79,316.37)	(79,316.37)	(79,316.37)	(79,316.37)
10904	Interest Earned	Other General Purpose Funding(O)	**(3,305.92)**	(2,500.00)	(3,000.02)	(2,500.00)	(3,000.02)
		Sick Pay Incentive Reserve Closing Balance	**(82,622.29)**	(81,816.37)	(82,316.39)	(81,816.37)	(82,316.39)
1060 - Strategic Projects Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(3,032,416.03)**	(3,032,416.03)	(3,032,416.03)	(3,032,416.03)	(3,032,416.03)
10904	Interest Earned	Other General Purpose Funding(O)	**(127,754.11)**	(95,932.00)	(115,118.44)	(95,932.00)	(115,118.44)
10830	Transfer To Reserve	Members of Council(O)	**(20,833.30)**	(20,833.30)	(25,000.00)	(20,833.30)	(25,000.00)
12847	Transfer From Reserve	Purchase Sues Road(C)	**454,545.00**	454,545.00	500,000.00	454,545.00	500,000.00
		Strategic Projects Reserve Closing Balance	**(2,726,458.44)**	(2,694,636.33)	(2,672,534.47)	(2,694,636.33)	(2,672,534.47)
1061 - Vasse Newtown Landscape Maintenance (SAR) Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(615,196.44)**	(615,196.44)	(615,196.44)	(615,196.44)	(615,196.44)
10904	Interest Earned	Other General Purpose Funding(O)	**(28,062.15)**	(20,450.80)	(24,540.99)	(20,450.80)	(24,540.99)
10969	Transfer To Reserve	Vasse SAR Area General Improvements to the Area(C)	**(168,381.60)**	(168,381.60)	(202,058.00)	(168,381.60)	(202,058.00)
10266	Transfer From Reserve	Southern Wetland - Bush Area Lot 2007 (Newtown)(O)	**0.00**	0.00	3,353.00	0.00	3,353.00
10317	Transfer From Reserve	Southern Wetland - Heritage Park Lot 2013 (Newtown)(O)	**0.00**	0.00	4,836.00	0.00	4,836.00
10372	Transfer From Reserve	Northern POS (Newtown)(O)	**0.00**	0.00	24,318.00	0.00	24,318.00
10428	Transfer From Reserve	Streetscape Medians (Newtown)(O)	**0.00**	0.00	25,292.00	0.00	25,292.00
10969	Transfer From Reserve	Vasse SAR Area General Improvements to the Area(C)	**29,379.39**	70,000.00	70,000.00	70,000.00	70,000.00
11541	Transfer From Reserve	East Central (Wakeham Circle Newtown)(O)	**0.00**	0.00	12,645.00	0.00	12,645.00
11809	Transfer From Reserve	West Central (Elijah Circle Newtown)(O)	**0.00**	0.00	26,342.00	0.00	26,342.00
		Vasse Newtown Landscape Maintenance (SAR) Reserve Closing Balance	**(782,260.80)**	(734,028.84)	(675,009.43)	(734,028.84)	(675,009.43)
1062 - Vasse Sports Pavilion Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(2,405.91)**	(2,405.91)	(2,405.91)	(2,405.91)	(2,405.91)
10904	Interest Earned	Other General Purpose Funding(O)	**19.04**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**2,386.87**	2,405.91	2,405.91	2,405.91	2,405.91
		Vasse Sports Pavilion Building Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1063 - Waste Management Facility and Plant Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(8,135,573.66)**	(8,135,573.66)	(8,135,573.66)	(8,135,573.66)	(8,135,573.66)
10904	Interest Earned	Other General Purpose Funding(O)	**(199,849.67)**	(171,546.80)	(205,856.16)	(171,546.80)	(205,856.16)
12419	Transfer To Reserve	Rubbish Sites Development(O)	**(1,462,594.20)**	(1,462,594.20)	(1,755,113.00)	(1,462,594.20)	(1,755,113.00)
10688	Transfer From Reserve	Depot Washdown Facility Upgrades(C)	**0.00**	0.00	76,700.00	0.00	76,700.00
12225	Transfer From Reserve	Waste and Fleet Management (PWOH)(O)	**0.00**	578,501.00	578,501.00	578,501.00	578,501.00
12421	Transfer From Reserve	City Lined Landfill Stage 2 - Preliminary Works(C)	**54,093.83**	60,393.00	80,000.00	60,393.00	80,000.00
12425	Transfer From Reserve	Busselton Landfill Post-closure Capping, Rehab & Remediat(C)	**4,803,000.00**	2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00
12428	Transfer From Reserve	Re-use shop Busselton Transfer Station(C)	**129,648.91**	86,523.00	125,000.00	86,523.00	125,000.00
12911	Transfer From Reserve	VOLVO FE320 WASTE TRUCK (C)	**424,660.00**	424,660.00	424,660.00	424,660.00	424,660.00
12914	Transfer From Reserve	Minor Plant - Program 10 (C)	**0.00**	0.00	10,000.00	0.00	10,000.00
13654	Transfer From Reserve	CATERPILLAR LANDFILL COMPACTOR REFURBISHED (DUNSB. TIP)(P)	**0.00**	0.00	130,000.00	0.00	130,000.00
14823	Transfer From Reserve	VOLVO FE320 WASTE TRUCK (C)	**438,545.00**	438,545.00	438,545.00	438,545.00	438,545.00
14960	Transfer From Reserve	VOLVO FE320 WASTE TRUCK (C)	**0.00**	0.00	480,000.00	0.00	480,000.00
14962	Transfer From Reserve	WATER TANK FOR DUST SUPPRESSION (C)	**0.00**	0.00	25,000.00	0.00	25,000.00
14966	Transfer From Reserve	DIESEL TANK DWF (C)	**0.00**	0.00	50,000.00	0.00	50,000.00
14968	Transfer From Reserve	HOOKLIFT BIN BWTS (C)	**16,540.00**	16,540.00	18,000.00	16,540.00	18,000.00
14970	Transfer From Reserve	HOOKLIFT BIN BWTS (C)	**0.00**	0.00	18,000.00	0.00	18,000.00
14972	Transfer From Reserve	HOOKLIFT BIN BWTS (C)	**0.00**	0.00	18,000.00	0.00	18,000.00
14974	Transfer From Reserve	HOOKLIFT BIN (C)	**0.00**	0.00	18,000.00	0.00	18,000.00
14976	Transfer From Reserve	HOOKLIFT BIN (C)	**16,540.00**	0.00	18,000.00	0.00	18,000.00
14978	Transfer From Reserve	ABLE GL3013 GENERATOR (C)	**0.00**	21,300.00	50,000.00	21,300.00	50,000.00
14980	Transfer From Reserve	WASTE COORDINATOR VEHICE (C)	**33,965.45**	33,965.00	35,000.00	33,965.00	35,000.00
14982	Transfer From Reserve	TOYOTA HILUX 4x2 SINGLE CAB (C)	**0.00**	0.00	26,000.00	0.00	26,000.00
14984	Transfer From Reserve	ISUZU D-MAX 4x4 DUAL CAB (C)	**30,000.00**	30,000.00	30,000.00	30,000.00	30,000.00
14986	Transfer From Reserve	HOLDEN COLORADO 4x4 DUAL CAB (C)	**0.00**	0.00	26,000.00	0.00	26,000.00
15066	Transfer From Reserve	Dunsborough Groundwater Investigation (O)	**181,458.60**	181,459.00	200,000.00	181,459.00	200,000.00
15077	Transfer From Reserve	Lunch / Meeting Room for Transfer Station(C)	**47,500.00**	47,500.00	50,000.00	47,500.00	50,000.00
15078	Transfer From Reserve	HAZMET and Dangerous Goods Storage(C)	**0.00**	0.00	108,500.00	0.00	108,500.00
		Waste Management Facility and Plant Reserve Closing Balance	**(3,622,065.74)**	(5,850,328.66)	(5,062,636.82)	(5,850,328.66)	(5,062,636.82)
1064 - Winderlup Aged Housing Reserve (City Controlled)							
10904	Opening Balance	Other General Purpose Funding(O)	**(463,207.57)**	(463,207.57)	(463,207.57)	(463,207.57)	(463,207.57)
10904	Interest Earned	Other General Purpose Funding(O)	**(19,744.93)**	(14,450.20)	(17,340.25)	(14,450.20)	(17,340.25)
11684	Transfer To Reserve	Winderlup Court Aged Housing(O)	**0.00**	0.00	(85,086.00)	0.00	(85,086.00)
12234	Transfer From Reserve	Aged Housing Capital Improvements - Winderlup Court (City(C)	**35,307.98**	0.00	49,000.00	0.00	49,000.00
		Winderlup Aged Housing Reserve (City Controlled) Closing Balance	**(447,644.52)**	(477,657.77)	(516,633.82)	(477,657.77)	(516,633.82)
1065 - Workers Compensation, Extended SL and AL Contingency Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(4,281.48)**	(4,281.48)	(4,281.48)	(4,281.48)	(4,281.48)
10904	Interest Earned	Other General Purpose Funding(O)	**(179.55)**	(220.40)	(264.50)	(220.40)	(264.50)
		Workers Compensation, Extended SL and AL Contingency Reserve Closing Balance	**(4,461.03)**	(4,501.88)	(4,545.98)	(4,501.88)	(4,545.98)
1066 - Youth and Community Activities Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(216,651.56)**	(216,651.56)	(216,651.56)	(216,651.56)	(216,651.56)
10904	Interest Earned	Other General Purpose Funding(O)	**1,720.11**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**214,931.45**	216,651.56	216,651.56	216,651.56	216,651.56
		Youth and Community Activities Building Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1067 - Prepaid Grants and Deferred Works & Services Reserves							
10904	Opening Balance	Other General Purpose Funding(O)	**(2,843,444.58)**	(2,843,444.58)	(2,843,444.58)	(2,843,444.58)	(2,843,444.58)
10904	Interest Earned	Other General Purpose Funding(O)	**(15,053.58)**	0.00	0.00	0.00	0.00
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(351,807.98)**	(351,807.98)	(351,807.98)	(351,807.98)	(351,807.98)
10613	Transfer From Reserve	Meelup Coastal Parking & Landscaping(C)	**174,791.58**	174,792.00	178,237.98	174,792.00	178,237.98
10653	Transfer From Reserve	Community Assistance Program (Governance)(O)	**0.00**	0.00	50,000.00	0.00	50,000.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**2,843,438.14**	2,843,444.58	2,843,444.58	2,843,444.58	2,843,444.58
11040	Transfer From Reserve	Economic and Business Development(O)	**0.00**	0.00	20,000.00	0.00	20,000.00
11128	Transfer From Reserve	Community and Recreation Management(O)	**0.00**	0.00	31,235.00	0.00	31,235.00
12648	Transfer From Reserve	Rural-Tree Pruning(O)	**0.00**	0.00	72,335.00	0.00	72,335.00
		Prepaid Grants and Deferred Works & Services Reserves Closing Balance	**(192,076.42)**	(177,015.98)	0.00	(177,015.98)	0.00
1069 - Airport Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(3,210,167.16)**	(3,210,167.16)	(3,210,167.16)	(3,210,167.16)	(3,210,167.16)
10904	Interest Earned	Other General Purpose Funding(O)	**(500,642.71)**	(221,778.60)	(266,134.43)	(221,778.60)	(266,134.43)
10594	Transfer To Reserve	Airport Operations(O)	**(8,270,651.08)**	(8,462,357.40)	(8,924,455.50)	(8,462,357.40)	(8,924,455.50)
10583	Transfer From Reserve	Airport Construction Stage 2, Airfield(C)	**0.00**	0.00	22,478.00	0.00	22,478.00
10585	Transfer From Reserve	BMRA Hangars(C)	**0.00**	0.00	303,790.00	0.00	303,790.00
10589	Transfer From Reserve	Airport Construction, Existing Terminal Upgrade(C)	**39,323.00**	39,323.00	103,847.00	39,323.00	103,847.00
10594	Transfer From Reserve	Airport Operations(O)	**0.00**	2,500,000.00	2,500,000.00	2,500,000.00	2,500,000.00
12804	Transfer From Reserve	Airport Terminal Building(C)	**9,544.55**	9,545.00	28,481.00	9,545.00	28,481.00
12932	Transfer From Reserve	Airport Operations - Replacement Toro Groundmaster 7200 M(C)	**0.00**	0.00	22,000.00	0.00	22,000.00
12941	Transfer From Reserve	Airport - Other Buildings(C)	**0.00**	0.00	5,000.00	0.00	5,000.00
14836	Transfer From Reserve	RFDS relocation(C)	**87,742.50**	177,515.00	177,515.00	177,515.00	177,515.00
14838	Transfer From Reserve	BMRAP - Apron Lighting(C)	**0.00**	0.00	65,000.00	0.00	65,000.00
14839	Transfer From Reserve	BMRAP - Apron CCTV(C)	**50,000.00**	0.00	50,000.00	0.00	50,000.00
14946	Transfer From Reserve	PERUZZO BULL SLASHER (C)	**0.00**	0.00	57,000.00	0.00	57,000.00
14949	Transfer From Reserve	KUBOTA MULE (C)	**0.00**	0.00	10,000.00	0.00	10,000.00
14951	Transfer From Reserve	1500L SELF BUNDED DIESEL FUEL TANK (C)	**0.00**	0.00	14,500.00	0.00	14,500.00
15060	Transfer From Reserve	BMRA MAGS Improvements (C)	**15,617.30**	15,618.00	17,000.00	15,618.00	17,000.00
15061	Transfer From Reserve	BMRA Gate 1 Replacement (C)	**0.00**	0.00	10,000.00	0.00	10,000.00
15062	Transfer From Reserve	BMRA GA Precinct Reseal (C)	**0.00**	0.00	218,810.00	0.00	218,810.00
15083	Transfer From Reserve	New Airport Manager Vehicle (C)	**40,000.00**	40,000.00	40,000.00	40,000.00	40,000.00
15086	Transfer From Reserve	SWDC Airport Development Business Case (O)	**0.00**	0.00	67,000.00	0.00	100,000.00
15192	Transfer From Reserve	Security screening equipment – ETD Machine (C)	**0.00**	0.00	0.00	0.00	40,000.00
		Airport Reserve Closing Balance	**(11,739,233.60)**	(9,112,302.16)	(8,688,336.09)	(9,112,302.16)	(8,615,336.09)

City of Busselton Reserve Movements
For Period Ended 30 April 2023

Project Number	Transaction Type	Project Description	YTD Actual	YTD Budget	Budget Original	YTD BudgetA	Budget Amended
1070 - Airport Noise Mitigation Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(661,139.59)**	(661,139.59)	(661,139.59)	(661,139.59)	(661,139.59)
10904	Interest Earned	Other General Purpose Funding(O)	**5,364.50**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**655,775.09**	661,139.59	661,139.59	661,139.59	661,139.59
		Airport Noise Mitigation Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1071 - LED Street Lighting Replacement Program Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(32,227.51)**	(32,227.51)	(32,227.51)	(32,227.51)	(32,227.51)
10904	Interest Earned	Other General Purpose Funding(O)	**227.10**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**32,000.41**	32,227.51	32,227.51	32,227.51	32,227.51
		LED Street Lighting Replacement Program Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1072 - Lou Weston Oval Pavilion Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(12,729.59)**	(12,729.59)	(12,729.59)	(12,729.59)	(12,729.59)
10904	Interest Earned	Other General Purpose Funding(O)	**94.67**	0.00	0.00	0.00	0.00
10904	Transfer From Reserve	Other General Purpose Funding(O)	**12,634.92**	12,729.59	12,729.59	12,729.59	12,729.59
		Lou Weston Oval Pavilion Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
1073 - Waterways Restoration Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(10.00)**	(10.00)	(10.00)	(10.00)	(10.00)
10904	Interest Earned	Other General Purpose Funding(O)	**(14,724.20)**	(5,059.20)	(6,071.00)	(5,059.20)	(6,071.00)
10904	Transfer To Reserve	Other General Purpose Funding(O)	**(133,468.93)**	(134,559.00)	(134,559.00)	(134,559.00)	(134,559.00)
12848	Transfer To Reserve	Vasse River - Ongoing Restoration of River Habitat(O)	**(477,061.00)**	(477,061.00)	(572,473.20)	(477,061.00)	(572,473.20)
12848	Transfer From Reserve	Vasse River - Ongoing Restoration of River Habitat(O)	**0.00**	561,823.00	572,473.00	561,823.00	572,473.00
		Waterways Restoration Reserve Closing Balance	**(625,264.13)**	(54,866.20)	(140,640.20)	(54,866.20)	(140,640.20)
1078 - Post Office Tea Rooms Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(48,074.95)**	(48,074.95)	(48,074.95)	(48,074.95)	(48,074.95)
10904	Interest Earned	Other General Purpose Funding(O)	**(2,747.30)**	(76.70)	(92.00)	(76.70)	(92.00)
10020	Transfer To Reserve	Art Geo Administration(O)	**(15,179.20)**	(15,179.20)	(18,215.00)	(15,179.20)	(18,215.00)
		Post Office Tea Rooms Reserve Closing Balance	**(66,001.45)**	(63,330.85)	(66,381.95)	(63,330.85)	(66,381.95)
1079 - Peel Tce/Causeway Rd Building Reserve							
10904	Opening Balance	Other General Purpose Funding(O)	**(23,429.00)**	(23,429.00)	(23,429.00)	(23,429.00)	(23,429.00)
10904	Transfer From Reserve	Other General Purpose Funding(O)	**23,429.00**	23,429.00	23,429.00	23,429.00	23,429.00
		Peel Tce/Causeway Rd Building Reserve Closing Balance	**0.00**	0.00	0.00	0.00	0.00
		Grand Total	**(77,370,588.54)**	**(77,835,841.01)**	**(64,748,658.71)**	**(68,801,160.95)**	**(56,873,330.97)**
	Opening Balance		**(78,138,181.57)**	(78,138,181.57)	(78,138,181.57)	(78,138,181.57)	(78,138,181.57)
	Interest Earned		**(3,076,348.52)**	(2,125,409.60)	(2,550,491.70)	(2,125,409.60)	(2,550,491.70)
	Transfer To Reserve		**(31,648,569.08)**	(32,272,476.77)	(36,452,245.68)	(32,272,476.77)	(36,452,245.68)
	Transfer From Reserve		**35,492,510.63**	34,700,226.93	52,392,260.24	43,734,906.99	60,267,587.98
		Grand Total	**(77,370,588.54)**	**(77,835,841.01)**	**(64,748,658.71)**	**(68,801,160.95)**	**(56,873,330.97)**


City of Busselton
Net Current Position
Year on Year Comparative
70,000,000
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
0
Jul
Aug
Sep
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
2023/24
2022/23
2021/22
2020/21
2019/20
3,238,929
127,319
646,457
2,503,310
2,167,244
63,087,941
60,667,856
54,703,720
51,561,368
50,781,333
52,298,076
52,632,320
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11,049,250
10,933,453
10,530,725
13,286,975
12,142,453
7,671,164
7,655,357
5,171,600
8,380,486
8,433,012
5,659,967
4,590,282
4,963,110
5,380,505
1,954,590
507,353
2,448,380
473,794

CITY OF BUSSELTON - INVESTMENT PERFORMANCE REPORT
For the month of April 2024

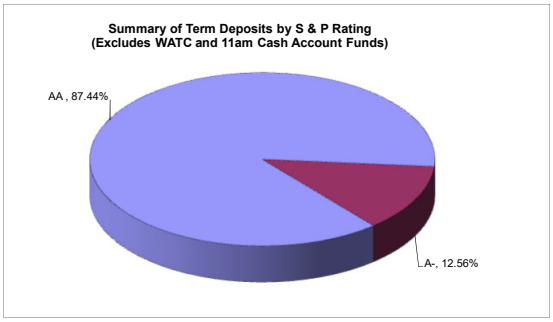
11am Bank Account — As at 30 April 2024

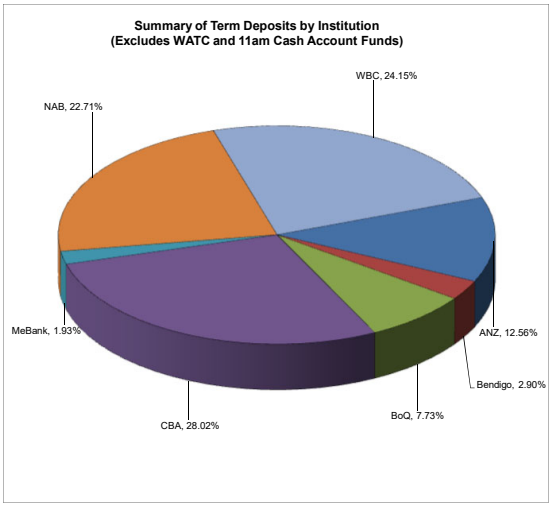
INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	4.25%	$ 13,000,000

Term Deposits - Miscellaneous Funds — As at 30 April 2024

INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
ANZ	AA	0	CLOSED	0.00%	$ -
WBC	AA	182	22-Jul-24	4.92%	$ 1,500,000
WBC	AA	335	17-May-24	5.27%	$ 1,500,000
Bendigo	A-	272	20-Dec-24	5.04%	$ 3,000,000
WBC	AA	213	06-Jun-24	5.07%	$ 5,000,000
NAB	AA	365	15-Apr-25	5.05%	$ 4,000,000
NAB	AA	121	22-Jul-24	5.10%	$ 2,000,000
WBC	AA	0	CLOSED	0.00%	$ -
NAB	AA	182	12-Aug-24	5.15%	$ 4,000,000
ANZ	AA	0	CLOSED	0.00%	$ -
ANZ	AA	308	27-Jan-25	4.94%	$ 2,000,000
ANZ	AA	151	26-Jul-24	4.98%	$ 4,000,000
WBC	AA	0	CLOSED	0.00%	$ -
NAB	AA	240	30-May-24	5.15%	$ 3,000,000
NAB	AA	365	21-Mar-25	5.00%	$ 3,000,000
NAB	AA	210	18-Nov-24	5.05%	$ 2,000,000
ANZ	AA	91	10-Jul-24	4.95%	$ 2,000,000
ANZ	AA	275	11-Dec-24	4.94%	$ 3,000,000
CBA	AA	151	22-Jul-24	4.85%	$ 5,000,000
BoQ/MeBank	A-	364	23-Apr-25	5.00%	$ 2,000,000
BoQ	A-	365	02-May-24	4.55%	$ 2,000,000
BoQ	A-	365	30-May-24	4.95%	$ 2,000,000
ANZ	AA	365	29-Apr-25	5.21%	$ 2,000,000
CBA	AA	365	27-Jun-24	5.50%	$ 3,000,000
WBC	AA	337	20-Feb-25	4.92%	$ 4,000,000
WBC	AA	213	20-Jun-24	5.20%	$ 4,000,000
WBC	AA	365	20-Dec-24	5.10%	$ 4,000,000
CBA	AA	365	19-Jun-24	5.58%	$ 5,000,000
CBA	AA	365	22-May-24	4.97%	$ 5,000,000
NAB	AA	210	06-Jun-24	5.25%	$ 2,500,000
NAB	AA	242	08-Jul-24	5.25%	$ 3,000,000
BoQ	A-	274	09-Aug-24	5.35%	$ 4,000,000
CBA	AA	270	05-Aug-24	5.32%	$ 5,000,000
CBA	AA	365	08-Nov-24	5.36%	$ 6,000,000
WBC	AA	365	10-Nov-24	5.35%	$ 5,000,000
				Total of Term Deposits	**103,500,000**
				Weighted Average Annual Rate of Return	**5.13%**

Investment Graphs

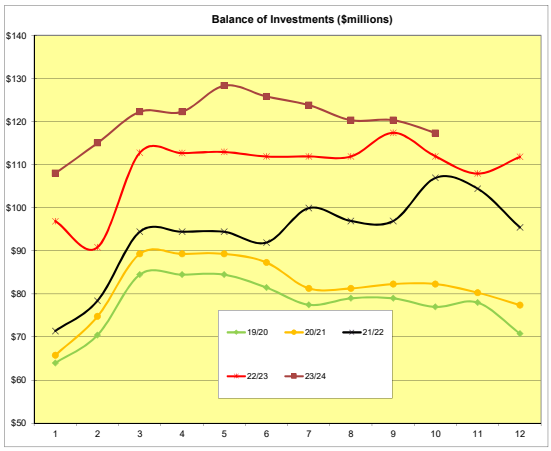




Airport Redevelopment Funds — As at 30 April 2024

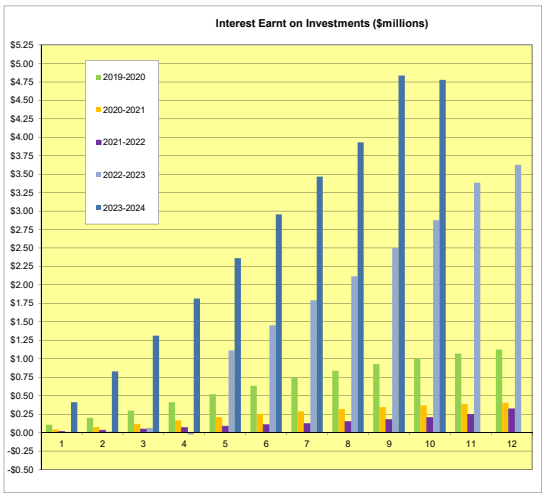
WA Treasury Corp. - Overnight Cash Deposit Facility				4.30%	$ 636,591
				Total of Airport Redevelopment Funds - WATC	$ 636,591
					Nil
				Total of Airport Redevelopment Funds - Bank Term Deposits	$0
ANZ Cash Account	AA	NA	NA	4.25%	$ 198,850
				Total of Airport Redevelopment Funds - Other	$ 198,850
				Total of Airport Redevelopment Funds	**$ 835,441**

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



SUMMARY OF ALL INVESTMENTS HELD	As at 1 year ago	As at 30 June 2023	As at 30 April 2024
11am Bank Account	$ 14,000,000	$ 16,500,000	$ 13,000,000
11am Bank Account Interest - not yet fully processed	$ 19,322.00	$ -	$ -
11am bank account - deposit not fully processed	$ -	$ -	$ -
Term Deposits - Misc. Funds	$ 96,500,000	$ 94,500,000	$ 103,500,000
Term Deposit Interest - not yet fully processed		$ -	$ -
Airport Redevelopment - WATC Deposits	$ 611,106	$ 614,859	$ 636,591
Airport Redevelopment - ANZ Cash A/c	$ 784,422	$ 191,770	$ 198,850
Total of all Investments Held	$ 111,914,850	$ 111,806,629	$ 117,335,441
TOTAL INTEREST RECEIVED AND ACCRUED	**$ 2,876,292**	**$ 3,625,530**	**$ 4,774,695**
INTEREST BUDGET	**$ 1,347,191**	**$ 1,610,000**	**$ 3,176,670**

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



Statement of Compliance with Council's Investment Policy 218

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

City of Busselton
Loan Schedule - as at 30 April 2024

Purpose	Loan Number	Institut-ion	Original Borrowed Amount	Budgeted Interest Rate	Term (Years)	Expiry	Actual Interest Rate	2023/24 Actual New Loans	2023/24 Actual Principal Repayments	2023/24 Balance of Principal Owing	2023/24 Actual Interest Repayments	Budget Principal 1 July 2023	2023/24 Budget New Loans	2023/24 Budget Principal Repayments	Budget Principal Outstanding 30 June 2024	2023/24 Budget Interest Repayments
			$	%			%	$	$	$	$	$	$	$	$	$
Council Loans																
Governance																
Civic and Administration Centre	207	WATC	18,000,000	4.51	20	Jun-34	4.51		632,106	11,152,531	391,542	11,784,637		847,578	10,937,059	517,286
Recreation and Culture																
Busselton Foreshore	204	WATC	1,100,000	4.36	15	Jun-29	4.36		58,858	470,246	16,665	529,104		78,907	450,197	21,790
GLC Extensions	205	WATC	1,200,000	3.92	10	Jun-24	3.92		106,463	36,185	3,157	142,648		142,648	-	3,512
Busselton Foreshore	209	WATC	6,500,000	3.45	12	Jun-27	3.45		440,668	2,050,905	62,626	2,491,572		590,179	1,901,393	80,879
Busselton Foreshore	211	WATC	3,000,000	2.55	8	Oct-24	2.55		404,029	205,899	11,710	609,928		404,029	205,899	11,710
Busselton Foreshore Jetty Precinct	215	WATC	2,500,000	3.25	10	Apr-28	3.25		252,977	1,097,552	41,853	1,350,529		252,977	1,097,552	41,853
Tennis Club Facility	216	WATC	2,750,000	3.25	10	Apr-28	3.25		278,274	1,207,307	46,039	1,485,581		278,274	1,207,307	46,039
Lot 10 Commonage Road	217	WATC	1,600,000	3.25	10	Apr-28	3.25		161,905	702,433	26,786	864,338		161,904	702,434	26,786
Busselton Tennis Club	218	WATC	1,250,000	2.21	10	Jun-29	2.21		92,571	692,671	12,506	785,242		123,770	661,472	16,333
BPACC	225	WATC	5,000,000	1.46	10	Dec-31	2.10		350,615	3,964,456	66,097	4,315,071		468,715	3,846,356	86,900
BPACC	226	WATC	5,000,000	2.02	15	Dec-36	2.39		217,542	4,358,845	80,585	4,576,387		290,922	4,285,465	106,580
BPACC	228	WATC	5,000,000	3.86	20	Jun-42	3.86		131,383	4,699,224	138,546	4,830,607		176,025	4,654,582	183,881
BPACC	229	WATC	5,000,000	3.77	17	Jun-39	3.77		166,044	4,619,705	133,684	4,785,749		222,438	4,563,311	177,199
BPACC	230	WATC	6,500,000	3.25	20	Dec-42	4.42		158,015	6,239,502	210,520	6,397,516		211,856	6,185,660	279,526
Transport																
Airport Jet A1 Installation	206	WATC	350,000	3.92	10	Jun-24	3.92		31,052	10,554	921	41,606		41,606	-	1,024
Airport Freight Hub Stage 1	219	WATC	1,480,000	2.21	10	Jun-29	2.21		109,605	820,122	14,807	929,726		146,544	783,182	19,339
Strategic Land Purchase	New	Unknown		4.29	10	New						-	1,750,000	106,946	1,643,054	55,137
Other Property and Services																
Lot 40 Vasse Highway	210	WATC	850,000	3.61	10	Dec-25	3.61			850,000	23,014	850,000			850,000	30,685
								-	**3,592,107**	**43,178,137**	**1,281,057**	**46,770,244**	**1,750,000**	**4,545,318**	**43,974,925**	**1,706,459**
Self-Supporting Loans																
Recreation and Culture																
Busselton Football and Sportsman's Club	208	WATC	30,000	2.93	10.25	Apr-25	2.93		2,417	4,147	127	6,564		3,234	3,330	157
Dunsborough and Districts Country Club	212	WATC	114,000	3.04	10	May-27	3.04		11,883	37,878	1,423	49,761		11,883	37,878	1,423
Geographe Bay Yacht Club	213	WATC	100,000	3.04	10	May-27	3.04		10,424	33,226	1,248	43,650		10,424	33,226	1,248
Dunsborough and Districts Country Club	214	WATC	110,000	3.19	10	Sep-27	3.19		11,307	42,515	1,627	53,822		11,307	42,515	1,627
Busselton Tennis Club	220	WATC	50,000	1.37	7	Sep-26	1.37		5,395	18,387	226	23,782		7,205	16,577	289
Busselton Hockey Club Stadium	221	WATC	45,000	1.31	10	Jun-30	1.31		3,306	28,852	305	32,158		4,416	27,742	400
Busselton Golf Club	222	WATC	110,000	1.45	10	Jun-31	1.45		7,935	81,321	943	89,256		10,600	78,656	1,238
Dunsborough Bay Yacht Club	223	WATC	25,000	2.77	5	Dec-26	1.57		3,713	13,992	194	17,704		4,960	12,744	248
Geographe Bay Yacht Club	224	WATC	50,000	2.77	10	Dec-31	2.42		3,470	39,777	763	43,246		4,639	38,607	1,004
MRBTA - Ancient Lands Discovery Park	227	WATC	1,250,000	2.77	10	Mar-32	2.77		85,137	1,026,828	22,525	1,111,965		113,910	998,055	29,639
Community Groups 23/24 $250K	New	Unknown		3.00	10	New				-		-	250,000	10,804	239,196	3,710
								-	**144,986**	**1,326,923**	**29,381**	**1,471,909**	**250,000**	**193,382**	**1,528,527**	**40,983**
Total - Council and Self-supporting Loans								**-**	**3,737,093**	**44,505,060**	**1,310,438**	**48,242,153**	**2,000,000**	**4,738,700**	**45,503,453**	**1,747,442**

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Version: 1, Version Date: 06/07/2023

Document Set ID: 5158271
Version: 1, Version Date: 06/07/2023

Document Set ID: 5158271
Version: 1, Version Date: 06/07/2023

Objection to Proposed Lease

Old Tennis Club

Lot 448, 25 Marine Terrace

BUSSELTON

6280

To Whom It May Concern,

I would like to state my objection to the proposed lease of this property on the grounds of **unfair advantage.**
This lease has been designed to ensure the private business is successful and founded on unfair terms & rent that is of disadvantage to other private enterprise within Busselton CBD.

It's understood the building requires works to comply with the businesses requirements, but the rent offered is of an extremely discounted rate for a extended period of time is of an advantage to this private business where as other small business located in the CBD renting from private land owners are required to make modifications to the premise to receive minimal discount for minimal negotiated rental period usually 2-3 months.

To discount the rent to the proposed terms shows how out of touch local & state government is with the challenges facing small business. To the point that it is anti-competitive and will impact local small business wit in the CBD that are faced with paying at least double the rent for half the leased space, and subject annual rent review of alternate CPI & Market.
(Reference to City of Busselton website published 18th April 2024.)
https://www.busselton.wa.gov.au/publicnotices/proposed-commercial-lease-old-tennis-club/10934)

The company that currently is the "preferred proponent" of this lease, has the added advantage of having another premise in premium location to Busselton Foreshore under the same type lease agreement, giving them a further market share & creating a greater disadvantage to other businesses within the CBD.

The income from the rent being advertised as going towards the upkeep of the Busselton Jetty, is also of unfair grounds to the taxpayer given the discount and undervalued rent value of the premises in comparison to opposing private sector rents.

In general I object to any further commercialisation of public land or buildings in Busselton that will unfairly impact and cause detriment to local small business & economy.

Kind Regards

Steven Reynolds

9 May 2024

City of Busselton
Locked Bag 1, Busselton WA 6280

City of Busselton
Application No | Receipt No
CIO ID
09 MAY 2024
Property ID | Doc ID
Retention
City of Busselton

To the City of Busselton,

SUBJECT: Proposed Commercial Lease – Old Tennis Club

I wish to **object** to the lease arrangements as stated on the City of Busselton website 18th April 2024 in regard to commercial lease of the Old Tennis Club to Left Coast Chocolate Pty Ltd.

The lease for this premises needs to be market value $75,000.00 with outgoings from the first year and the lease is to be no more than 3 plus 3 years.

A 30-year lease is not reasonable as we have no idea what Busselton could look like in 30 years and the last thing; we want is another payout to this tenant as you did to the Nautical Lady owner David Couch.

This lease agreement is a slap in the face to all other landlords (me included) that rent their premises to people in the Busselton community. This tenant needs to pay market value.

I would like correspondence back about this issue and wish to be informed as to what happens with the lease of this premises.

Regards

Paul Liedermoy

[redacted]

From: [redacted]
Sent: Fri, 10 May 2024 03:12:12 +0800
To: "Enquiries - City of Busselton" <city@busselton.wa.gov.au>
Cc: [redacted]
Subject: Objection to lease proposal old tennis club

[You don't often get email from [redacted]. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

⚠ This email is from outside the CoB. Links or attachments may not be safe.

To whom it may concern,
I am writing this to oppose the approval of business at the old tennis court premises on the grounds of unfair advantage. How can the shire possibly think it is fair to all the small business in Busselton to give a monetary advantage to just one. The terms of the rent are so well below what is paid anywhere in Busselton .
Every local business in Busselton runs a fine line to survive in this climate, the council has no right to give an unfair advantage to someone that might mean the end to someone else. All the council is trying to do is increase the profit from tourism, but this should not be done at the cost of hard working locals.
We are a community that should be working together and decisions like this only divide us.

Kind regards Debby Hallyburton

Document Set ID: 5388736
Version: 1, Version Date: 10/05/2024

City of Busselton
Application No | Receipt No
CIO ID
10 MAY 2024
Property ID | Doc ID
Retention
City of Busselton

To whom it may concern,
The City of Busselton,
Proposed Commercial lease – old tennis club.
Lot 448, DP 193977, 25 Marine Terrance Busselton

I am writing to you to express my absolute dismay at the recent decision regarding a business being offered a commercial property at $100 for the first year.
No person or business's rent for that amount is for a week, let alone a year.
As stated in your own documents the current market value is $75, 000 p/a.
This is a prime location.
This $100 p/a is a slap in the face for our struggling locally owned businesses and it reeks of favouritism and collusion.
The company named is certainly not a local company I have every seen or heard of at any venues in the city.

Rent increasing after 5 years ($65,000) is still not at the current day market value amount. ($75,000) This is not looking after the future of our resources.
How is this viable for our city?

The 30 year lease is a recipe for disaster as the city will surely be looking at redeveloping this land well before this lease period concludes.
Potential more cost to local electors in a break lease , as we saw with the Nautical lady on the foreshore.

I am worried about the long term implications of this agreement on our city's future and its potential impact on the city's sustainability and prosperity.

I question whether this agreement is viable an in the best interest of our community in the years to come.

Kind Regards

Narelle Hopkins
[redacted]

AMD
CHARTERED ACCOUNTANTS

2024 Financial Management System Review

City of Busselton
Geographe Bay

The Institute of Internal Auditors

WALGA PREFERRED SUPPLIER

Independent Member of BKR INTERNATIONAL

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AMD Audit & Assurance Pty Ltd
ACN 145 719 259 t/a AMD

Unit 1, 28-30 Wellington Street,
Bunbury, WA 6230
PO Box 1306, Bunbury, WA 6231

5 June 2024

Mr T Nottle
Chief Executive Officer
City of Busselton
Locked Bag 1
BUSSELTON WA 6280

Dear Tony

2024 FINANCIAL MANAGEMENT SYSTEMS REVIEW

We are pleased to present the findings and recommendations resulting from the City of Busselton's (the "City") *Local Government (Financial Management) Regulation 1996*, Financial Management System Review.

This report relates only to procedures and items specified within the 2024 Financial Management System Review Services Proposal and does not extend to any financial report of the City.

We would like to thank Paul, Jeffrey, and the Finance team for their co-operation and assistance whilst conducting our review.

Should there be matters outlined in our report requiring clarification or any other matters relating to our review, please do not hesitate to contact our office.

Yours sincerely
AMD Chartered Accountants

TIM PARTRIDGE FCA
Director

Liability limited by a scheme approved under Professional Standards Legislation

Independent Member of
BKR
INTERNATIONAL

CHARTERED ACCOUNTANTS
AUSTRALIA + NEW ZEALAND

AMD CHARTERED ACCOUNTANTS

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Inherent limitations

Due to the inherent limitations of any internal control structure, it is possible that fraud, error or non-compliance with laws and regulations may occur and not be detected. Further, the internal control structure, within which the control procedures that have been subject to review, has not been reviewed in its entirety and, therefore, no opinion or view is expressed as to its effectiveness of the greater internal control structure. This review is not designed to detect all weaknesses in control procedures as it is not performed continuously throughout the period and the tests performed on the control procedures are on a sample basis. Any projection of the evaluation of control procedures to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

We believe that the statements made in this report are accurate, but no warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by, and the information and documentation provided by, the City of Busselton's management and personnel. We have indicated within this report the sources of the information provided. We have not sought to independently verify those sources unless otherwise noted with the report. We are under no obligation in any circumstance to update this report, in either oral or written form, for events occurring after the report has been issued in final form unless specifically agreed with the City of Busselton's. The review findings expressed in this report have been formed on the above basis.

Third party reliance

This report was prepared solely for the purpose set out in this report and for the internal use of the management of City of Busselton. This report is solely for the purpose set out in the 'Scope and Approach' of this report and for City of Busselton's information and is not to be used for any other purpose or distributed to any other party without AMD's prior written consent. This review report has been prepared at the request of the City of Busselton's Chief Executive Officer or its delegate in connection with our engagement to perform the review as detailed in the 2024 Financial Management System Review Services Proposal. Other than our responsibility to the Council and management of the City of Busselton, neither AMD nor any member or employee of AMD undertakes responsibility arising in any way from reliance placed by a third party.

AMD CHARTERED ACCOUNTANTS

1. Executive Summary

1.1. Background and Objectives

The primary objective of our Financial Management System Review (FMSR) was to assess the adequacy and effectiveness of systems and controls in place within the City; in accordance with AMD's 2024 Financial Management System Review Services Proposal (the "Review").

The responsibility of determining the adequacy of the procedures undertaken by us is that of the Chief Executive Officer (CEO). The procedures were performed solely to assist the CEO in satisfying his duty under Section 6.10 of the *Local Government Act 1995* and Regulation 5(1) of the *Local Government (Financial Management) Regulations 1996*.

Our findings included within this report are based on the site work completed by us on the 22nd to 24th April 2024. Findings are based on information provided and available to us during and subsequent to this site visit.

1.2. Summary of Findings

The procedures performed and our findings on each of the focus areas are detailed in the following sections of the report:

- Section 2 – Collection of money;
- Section 3 - Custody and security of money;
- Section 4 - Maintenance and security of the financial records;
- Section 5 - Accounting for municipal or trust transactions;
- Section 6 - Authorisation for incurring liabilities and making payments;
- Section 7 - Maintenance of payroll, stock control and costing records; and
- Section 8 – Preparation of budget, budget reviews, accounts and reports required by the *Local Government Act 1995* or the *Local Government (Financial Management) Regulations 1996.*

Following the completion of our review and subject to the recommendations outlined within sections 2 to 8, we are pleased to report that in context of the City's overall internal control environment, policies, procedures and processes in place are appropriate, and have been operating effectively at the time of the review.

Findings reported by us are on an exceptions basis, and do not take into account the many focus areas tested during our review where policies, procedures and processes were deemed to be appropriate and in accordance with better practice.

We undertake FMSRs for various Local Governments throughout Western Australia each year. We have minimal findings to report to the City, relative to other reviews we undertake, which reflects appropriate policies and processes in place relating to systems and controls. We believe this result is due to the proactive manner in which management approach the design and implementation of internal controls.

The following tables provide a summary of the findings raised in this report:

	Catastrophic Risk	Major Risk	Moderate Risk	Minor Risk
Number of new issues reported	0	0	6	6

For details on the review rating criteria, please refer to Section 9.

AMD CHARTERED ACCOUNTANTS

Ref	Issue	Risk Rating
2.	***Collection of money***	
2.1.1	**Cultural Art Precinct Cash Collection** The Precinct is a cashless site, however our enquiries indicated that cash is collected on rare occasions, there are no documented policies or procedures relating to cash handling at this City location.	**Minor**
3.	***Custody and security of money***	
We have no findings to report in respect to the custody and security of money.		
4.	***Maintenance and security of financial records***	
4.2.1	**Misconduct, Fraud and Corruption Policy** Suggest a formal Fraud and Corruption Control Plan be developed and implemented throughout the City. Also recommend the development of a communications strategy for ethics, fraud and corruption awareness and integrate this into the fraud and corruption control plan.	**Moderate**
4.2.2	**Financial Management Policies and Procedures** A number of policies and procedures are outdated, requiring review and some City practices do not have documented policies and/or procedures.	**Moderate**
4.2.3	**Workplace Psychosocial Hazards** Currently no framework in place in respect of Workplace Psychosocial Hazards as required by the WHS Act 2020.	**Moderate**
4.2.4	**Control and custody of keys** Review and further enhancement recommended in respect to City property and equipment keys.	**Minor**
5.	***Accounting for municipal of trust transactions***	
5.2.1	**Rateable Value Reconciliations** Rateable value reconciliations not currently completed on a monthly basis.	**Minor**
5.2.2	**Administration Cost Overhead Allocations** No changes to administration cost overhead allocations for a significant time. Draft Corporate Cost Allocations Review document not yet actioned.	**Minor**
6.	***Authorisation for incurring liabilities and making payments***	
6.2.1	**Post tender review process** No post tender review process completed.	**Moderate**
6.2.2	**Contract Management** The City does not have a Contractor Management Framework or dedicated contract manager to oversee contracts.	**Moderate**
7.	***Maintenance of payroll, stock control and costing records***	
7.2.1	**Staff Performance Appraisals** Staff Performance Appraisal not consistently completed across all City employees. No appraisals completed for casual employees.	**Moderate**
7.2.2	**Fuel Stock Security** Fuel stocks at the Dunsborough Waste Site not securely maintained during the day.	**Minor**
7.2.3	**Employee Code of Conduct** Employees are not currently required to sign a periodic declaration acknowledging their understanding of the Code of Conduct. Ongoing training not conducted.	**Minor**
8.	***Preparation of budgets, budget reviews, accounts and reports required by the Act or Regulations***	
We have no findings to report in respect to the preparation of budgets, budget reviews, accounts and reports required by the Act or Regulations.		

1.3. Limitations

We draw your attention to the following limitations:

- We were not required to and did not undertake an audit in accordance with Australian Auditing Standards. Consequently, no assurance will be expressed.
- We have not verified the authenticity or validity of the documentation made available to us.
- We have included information that we obtained verbally in this document. We cannot verify that this information is credible or truthful.
- If additional or new documentation or information is brought to our attention subsequent to the date of this report, which would affect the observations detailed below, we reserve the right to amend and qualify our findings accordingly.

1.4. Environmental, Social and Governance ("ESG")

In today's fast-changing world, Environmental, Social, and Governance ("ESG") standards have become a focal point, driving governments and organisations around the globe to improve their transparency and dedication to environmental responsibility.

Draft regulatory changes proposing to mandate more rigorous ESG reporting in Australia are being considered which could potentially impact on the City's reporting in the future. However we note the Office of the Auditor General ("OAG") has advised entities should refrain from disclosing ESG matters or climate-related risk in annual financial reports as there is currently no established reporting and auditing frameworks for state or local government entities. These frameworks are still in development phase.

As this area continues to develop, the City may wish to consider ESG being a potential future internal audit module, which we are able to assist with.

AMD CHARTERED ACCOUNTANTS

2. Collection of money

2.1. Scope and approach

Site visits were completed for the following locations operated by the City:

- Busselton Airport;
- Busselton Jetty Tourist Park;
- Busselton Library;
- Busselton Waste Transfer Station;
- Customer Service Centre;
- Dunsborough Library;
- Dunsborough Waste Facility;
- Geographe Leisure Centre;
- Naturalist Community Centre; and
- Salt Water Art Precinct.

The following procedures were completed (as applicable) at each site:

- Documented internal controls, procedures and reconciliations in relation to all source of income;
- Tested collection, receipting, invoicing and posting procedures over cash receipts on a sample basis
- Counted petty cash and float on hand ensuring materially correct;
- Reviewed fees and charges schedule and ensure adequate internal controls in place over receipting; and
- Reviewed credit control procedures in respect to sundry debtors and rate debtors.

2.2. Detailed findings and recommendations

2.2.1. Cultural Art Precinct Cash Collections

Finding Rating: Minor

Inquires and observations indicated the Salt Water Art Precinct is a cashless venue, however on occasion (approximately 2-4 times per annum) cash has been accepted at the City location. There are currently no policies or procedures relating to collection of funds at the Salt Water Art Precinct.

Implication / Risk

- Lack of documentation relating to collection of funds at a City location.
- Risk of unauthorised access and potential misappropriation of City location funds.

Recommendation

Should the Salt Water Art Precinct continue to accept cash funds on rare occasions, documented policies and procedures should be designed, implemented and communicated to staff.

Management Comment

The City acknowledges the finding and will develop or expand current cash handling procedures to cover this venue.

Responsible Officer:
Completion Date:

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CHARTERED ACCOUNTANTS

3. Custody and security of money

3.1. Scope and approach

- Conducted site visits of cash collection points to review the controls and procedures over the collection, receipting, recording and banking of cash collected offsite;
  - Busselton Airport;
  - Busselton Jetty Tourist Park;
  - Busselton Library;
  - Busselton Waste Transfer Station;
  - Customer Service Centre;
  - Dunsborough Library;
  - Dunsborough Waste Facility;
  - Geographe Leisure Centre;
  - Naturalist Community Centre; and
  - Salt Water Art Precinct.
- Reviewed the security of cash and banking procedures to ensure the appropriate controls and procedures are in place.

3.2. Detailed findings and recommendations

Our review indicated key underlying policies and processes in relation to the custody and security of money by the City are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the custody and security of money.

AMD CHARTERED ACCOUNTANTS

4. Maintenance and security of the financial records

4.1. Scope and approach

- Reviewed information technology (IT) systems to assess physical security, access security, data backups, contingency plans, compliance and systems development; and
- Reviewed registers maintained (including key register, tender register, gifts and travel registers etc.) and Council minutes.

4.2. Detailed findings and recommendations

4.2.1. Misconduct, Fraud and Corruption Policy

Finding Rating: Moderate
Finding also raised during 2023 Audit Regulation 17 Review

Our review of the current Misconduct, Fraud and Corruption Policy indicated the Policy is very limited in guidance and related processes. Furthermore, our inquiries indicated the City does not have a Fraud and Corruption Control Plan.

Our discussion with management confirm that the City has not developed an ethics, fraud and corruption communications and training strategy nor are employees required to complete ethics and/or fraud and corruption awareness training.

Implications / Risks

- Risk governance and oversight responsibilities not being met.
- City employees may not understand their responsibilities with respect to misconduct, fraud and corruption.

Recommendation

We recommend that a formal Fraud and Corruption Control Plan be developed and implemented throughout the City.

The Fraud and Corruption Control Plan should incorporate:

- The City's approach to controlling fraud and corruption at a strategic, tactical and operational levels;
- The City's intended action in implementing and monitoring the City's fraud and corruption prevention, detection and response initiatives;
- Any existing policies dealing with fraud and corruption risk; and
- The roles and responsibilities, reporting lines of all personnel involved.

The Fraud and Corruption Control Plan should be reviewed every two years.

Furthermore, we recommend the development of a communications strategy for ethics, fraud and corruption awareness and integrate this into the fraud and corruption control plan. The strategy could include processes for:

- Ensuring all appropriate employees receive training on ethics related documents and other elements of the City's Integrity Framework at induction and throughout the period of their employment;
- Ensuring all employees receive regular fraud awareness training appropriate to their level of responsibility;
- Ensuring updates and changes to fraud-related policies, procedures, the ethical documents and other ethical pronouncements are effectively communicated to all employees; and
- Encouraging employees to report any suspected incidence of fraud or corruption.

Management Comment

Previous governance and Regulation 17 reviews have recommended the development of a formal Fraud and Corruption Control Plan. Given other priorities, this work has not been progressed to date. We will however work towards the development of a formal plan, with a target date of the end of the 2024 calendar year (noting that an original target date of 30 June 2024 is not able to be achieved). With respect to communication and training, Code of Conduct training is provided to staff every 2 to 3 years, and through new staff inductions. We will look to increase fraud awareness and ethics training as part of that.

Responsible Officer: **Director Corporate Strategy and Performance**
Completion Date: **31 December 2024**

AMD CHARTERED ACCOUNTANTS

4.2.2. Financial Management Policies and Procedures
Finding Rating: Moderate

While competing a review of the City's internal financial management policies and procedures, we noted:

(A) <u>No Policy or Procedure</u>

No policies or procedures in place in respect to:

- Safety Management Plan – while the City has various documented operational policies and procedures in place which address various aspects of safety management, the City does not have an encompassing Safety Management Plan.

(B) <u>Potential Out of Date Documents</u>

Document	Last Revision Date / Comments
Appointing a Principal Representative Superintendent Operational practice	24 September 2019 Stated next review due 3 yearly – 24 September 2022
Complaints Management Policy	12 August 2020 Stated next review due 3 yearly – 12 August 2023
Contractor OHS Management Operational Practice	21 October 2019 Stated next review due 3 yearly - 21 October 2022
Drug and Alcohol Staff Management Practice	18 May 2018 Stated next review due 6 monthly - 18 November 2018 Refers to Breath Alcohol Testing Devises Guidance Standard AS 3547:1997 which has been replaced with current 2019 version.
Equal Employment Opportunity Operational Practice	June 2017 Stated next review due 2 yearly – June 2019 Refers to former City EA
Light Motor Vehicle Usage Operational Practice	3 September 2019 Stated next review due 3 yearly – 3 September 2022
OSH Objectives and Targets Operational Practice	3 September 2019 Stated next review due 3 yearly – 3 September 2022 Refers to Occupational Safety and Health Regulations 1996 which has been repealed.
Personal Protective Equipment Operational Practice	5 May 2020 Stated next review due 3 yearly – 5 May 2023
Performance Improvement and Discipline Operational Practice	June 2017 Stated next review every 2 years – June 2019 Refers to former City EA and outdated legislation.
Procurement Selection Criteria Operational Practice	3 August 2018 Stated next review due 3 yearly – 3 August 2021
Professional Development Operational Practice	20 June 2018 Stated next review due 3 yearly – 20 June 2021

Purchasing Policy	10 June 2020 Stated next review due 3 yearly – 10 June 2023
Recruitment and Selection Operational Practice	27 July 2020 Stated next review due 3 yearly – 27 July 2023 Refers to outdated Awards, Community Plan and former City EA
Regional Price Preference Policy	10 October 2018 Stated next review due 3 yearly – 10 October 2021
Risk Management Framework	Last updated 12 October 2021
Study Assistance Operational Practices	29 June 2020 Stated next review due 3 yearly – 29 June 2023
Training and Development Operational Practice	11 June 2018 Stated next review due 3 yearly – 11 June 2021
Workers Compensation and Injury Management Operational practice	29 June 2020 Stated next review due 3 yearly – 29 June 2023 Refers to former City EA
Numerous Policies and Operational Practices	Approved by former CEO, Mike Archer Refer to outdated legislation or City documents

Our review of policies and procedures was limited to those which were provided during our onsite visit.

Implications / Risks
Lack of policies and/or procedure evidencing specific risks to the City. In addition, outdated policies and procedures may not reflect the actual practices followed by City representatives.

Recommendation
We recommend the following:

- Policies and procedures be developed and implemented for those identified areas of risk highlighted at (A) above; and
- Those potentially out of date policies and procedures identified (B) above, be reviewed and updated accordingly.

Management Comment

This finding is acknowledged.

With respect to the Safety Management Plan, as noted the City has a range of documented operational policies and procedures in place which address various aspects of safety management. The City is working towards the development of a Safety Management Plan and will endeavour to achieve this by the end of June 2025. There are a number of priorities for the WHS team currently, with an action plan currently being drafted in order to identify the priorities for the next 12 months, noting current resourcing levels within the WHS team (2 FTE) and 'on the ground' safety priorities.

With respect to policies and procedures, the City has 65 Council Policies and 75 Operational Practices and is finding it difficult to meet its current review cycle of 3 yearly for Council policies and Operational Practices. Consideration as to the risk versus benefits of a 5 yearly review cycle will be undertaken.

AMD CHARTERED ACCOUNTANTS

With specific reference to the documents noted in the finding please see below. The City will continue to work towards review of its policies and procedures.

Document	Last Revision Date / Comments	Comment
Appointing a Principal Representative Superintendent Operational practice	24 September 2019 Stated next review due 3 yearly – 24 September 2022	
Complaints Management Policy	12 August 2020 Stated next review due 3 yearly – 12 August 2023	Currently under review and scheduled for July Policy and Legislation Committee
Contractor OHS Management Operational Practice	21 October 2019 Stated next review due 3 yearly - 21 October 2022	Currently under review
Drug and Alcohol Staff Management Practice	18 May 2018 Stated next review due 6 monthly - 18 November 2018 Refers to Breath Alcohol Testing Devises Guidance Standard AS 3547:1997 which has been replaced with current 2019 version.	
Equal Employment Opportunity Operational Practice	June 2017 Stated next review due 2 yearly – June 2019 Refers to former City EA	
Light Motor Vehicle Usage Operational Practice	3 September 2019 Stated next review due 3 yearly – 3 September 2022	
OSH Objectives and Targets Operational Practice	3 September 2019 Stated next review due 3 yearly – 3 September 2022 Refers to Occupational Safety and Health Regulations 1996 which has been repealed.	Currently under review
Personal Protective Equipment Operational Practice	5 May 2020 Stated next review due 3 yearly – 5 May 2023	
Performance Improvement and Discipline Operational Practice	June 2017 Stated next review every 2 years – June 2019 Refers to former City EA and outdated legislation.	Currently under review
Procurement Selection Criteria Operational Practice	3 August 2018 Stated next review due 3 yearly – 3 August 2021	Currently under review (following endorsement of purchasing policy)
Professional Development Operational Practice	20 June 2018 Stated next review due 3 yearly – 20 June 2021	OP review finalised 25 May 2024

Purchasing Policy	10 June 2020 Stated next review due 3 yearly – 10 June 2023	Was reviewed by and endorsed by Council on 17 April 2024 (C2404/85)
Recruitment and Selection Operational Practice	27 July 2020 Stated next review due 3 yearly – 27 July 2023 Refers to outdated Awards, Community Plan and former City EA	
Regional Price Preference Policy	10 October 2018 Stated next review due 3 yearly – 10 October 2021	Was reviewed by and endorsed by Council on 17 April 2024 (C2404/85)
Risk Management Framework	Last updated 12 October 2021	In accordance with Council Decision (C2403/51) review is pending with recruitment of a dedicated Risk Officer.
Study Assistance Operational Practices	29 June 2020 Stated next review due 3 yearly – 29 June 2023	OP review finalised 25 May 2024
Training and Development Operational Practice	11 June 2018 Stated next review due 3 yearly – 11 June 2021	OP review finalised 25 May 2024
Workers Compensation and Injury Management Operational practice	29 June 2020 Stated next review due 3 yearly – 29 June 2023 Refers to former City EA	Review has been delayed due to pending changes to the Workers Compensation Act.
Numerous Policies and Operational Practices	Approved by former CEO, Mike Archer Refer to outdated legislation or City documents	

Responsible Officer: **Director Corporate Strategy and Performance**
Completion Date: **30 June 2025**

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4.2.3. Workplace Psychosocial Hazards
Finding Rating: Moderate

We noted there is currently no approved Workplace Psychosocial Hazards framework in place at the City as required by the WHS Act 2020 which came into effect from 1 April 2023. We understand HR staff are attending training to ensure this area is addressed in more detail moving forward.

Implication / Risk
Risk of non-compliance with the requirements of the WHS Act 2020.

Recommendation
We recommend a Workplace Psychosocial Hazards framework be designed, approved, implemented and communicated to all staff of the City.

Management Comment

The City acknowledges the need to develop a framework for psychosocial hazards. There are a number of priorities for the WHS team currently, with an action plan currently being drafted in order to identify the priorities for the next 12 months. As part of this we will consider the prioritisation of a psychosocial framework, noting that awareness building will be a first step to this.

Responsible Officer: **Director Corporate Strategy and Performance**
Completion Date: **TBD**

4.2.4. Control and Custody of Keys
Finding Rating: Minor

Our inquiries and observations during site visits identified the following:

- There is no documented policy or procedure in place addressing controls for the City swipe cards;
- There is no key sign in and out register for light vehicle keys maintained in Department lockers at the Busselton City Depot; and
- The Salt Water Art Precinct master keys are not securely maintained, as they are stored in a desk drawer at the Precinct.

Implications / Risks
Risk of unauthorised use of City property and equipment.

Recommendation
We recommend a review of property and equipment access control procedures be conducted considering implementing:

- A documented policy or procedures relating to internal controls for City Swipe cards;
- A sign in/out process for all keys held at the Busselton City Depot; and
- Master keys at City locations to be securely maintained.

Management Comment:

The findings are acknowledged, subject to noting that, with respect to City swipe cards, the Civic and Administration Centre Access Operational Practice outlines as follows:

5.2. Employees will be issued with a swipe card (and / or key) as required to fulfil the duties of their position. Swipe cards will provide access to the Building between the hours of 6.00am and 11.00pm Monday to Friday.
5.3. Employees issued with a swipe card must have their swipe card on them at all times while working in the Building.
5.4. Lost or stolen swipe cards must be reported immediately to facilities so that they can be deactivated and a replacement card issued.

Further there is a work process for the issue of swipe cards within the City's process management system.

In relation to Saltwater and the Cultural Precinct, Saltwater will operate on a swipe card basis once commissioned. Where there are master keys for the broader precinct a procedure will be put in place to ensure these are secured.

In relation to key sign in and registers, vehicle custodians are handed the keys when the vehicle is commissioned, and hence fleet employees know that the keys are with the designated driver of a vehicle. All operational vehicle keys are stored overnight in lockers located inside the depot admin building. Further processes to support this as recommended will be developed by 30 June 2024.

Responsible Officer: **Director Infrastructure and Environment**
Completion Date: **30 June 2024**

AMD CHARTERED ACCOUNTANTS

5. Accounting for municipal or trust transactions

5.1. Scope and approach

- Reviewed all monthly reconciliations including bank, sundry debtors, sundry creditors, fixed assets, rates debtors and rateable value reconciliations ensuring correctly reconciled and reviewed;
- Reviewed and tested in detail most recent municipal and trust bank reconciliations prepared;
- Reviewed processes in respect to BAS, FBT Return and other statutory returns preparation;
- Reviewed use of reserve funds and determined whether changes in reserve purposes have been budgeted or public notice was provided;
- Reviewed trust ledger balances; and
- Reviewed policies and procedures in respect to insurance, recording claims and insuring newly acquired assets.

5.2. Detailed findings and recommendations

5.2.1. Rateable Value Reconciliations

Finding Rating: Minor

Our inquiries indicated rateable value reconciliations are not completed on a regular basis.

Implications / Risks

- Risk month end procedures relating to the City rate book are not completed, independently reviewed and signed off prior to month end finalisation.
- Risk that errors and omissions are not detected and corrected in a timely manner.

Recommendation

We recommend rateable value reconciliations are completed on a monthly basis.

Management Comment:

The City notes that LVS do not supply total valuations as part of revaluation or interim schedules. A report of all property valuations held by LVS could be requested but this would be subject to cost. Therefore an internal valuation reconciliation will be commenced that uses the most recent revaluation totals (IE: 01/07/2022 for GRV and 01/07/2023 for UV) as a base line, to then add or minus all interims to determine a total valuation. This total would then be reconciled against an extract of all valuations held within the rating system. A valuation change is usually made because of receiving a LVS revaluation and/or interim schedule. Evidence of this change can be provided on an audit sample to satisfy any issues surrounding control over the valuations used in calculating rating amounts.

Responsible Officer: **Manager Financial Services**
Completion Date: **N/A**

5.2.2. Administration Cost Overhead Allocation

Finding Rating: Minor

Our inquiries indicated the last comprehensive / full study of the methodology relating to administration cost overhead allocation was completed many years ago with no changes to allocations for a significant time.

We understand the City completed a Corporate Cost Allocations Review during 2023 however no action has been taken to address the findings contained within the review and change cost allocations accordingly.

Implications / Risks

Risk administration overhead allocations are not based on the cost of delivering each service.

Recommendation

We recommend administration cost overhead allocations be reviewed and amended to reflect the cost of each City service more accurately.

Management Comment:

This finding is acknowledged. Work to review and reset administration cost overhead allocations in well advanced however does require review and finalisation. This work will be completed by the end of the 2024 calendar year, for implementation in the 2025/2026 budget.

Responsible Officer: **Director Corporate Strategy and Performance**
Completion Date: **31 December 2024**

6. Authorisation for incurring liabilities and making payments

6.1. Scope and approach

- Reviewed controls and procedures over the authorisation of purchase orders and making of payments;
- Tested sample of payments to ensure compliance with stated procedures;
- Reviewed credit card processes and procedures, testing transactions on a sample basis;
- Reviewed petty cash processes and procedures, testing transactions on a sample basis;
- Completed sample testing of asset additions and asset disposals;
- Reviewed asset capitalisation and depreciation policy and ensure compliance with stated policies; and
- Reviewed new loans received ensuring budgeted for or public notice provided.

6.2. Detailed findings and recommendations

6.2.1. Post Tender Review Process

Finding Rating: Moderate
Finding also raised during 2023 Audit Regulation 17 Review

We noted the City of Busselton does not have a formal post tender performance evaluation process on completion of large or critical projects / tenders. Specifically tender RFT05-24 selected for testing did not have a post tender review.

Implications / Risks

- Lack of formalised documentation evidencing tender performance assessment.
- Lack of documentation to support project evaluation outcomes.

Recommendation

WALGA best practice guidelines recommend formal performance management assessments be completed at the end of the tender period once goods or services have been tendered.

We recommend a formal post tender/ project review process be developed for projects exceeding a predetermined dollar value, or considered to be higher risk due to social, environment or other risk factors relating to specific individual projects.

Management Comment:

The City has post tender / project review documentation which is available on the City's intranet procurement page. The use of the documentation is not mandated and it is acknowledged that it is generally not well utilised. Centralisation of procurement and contract management functions would facilitate reductions in risk, however is subject to resourcing levels. The City will in the shorter term further promote this tool to relevant staff.

The City has established a project management office and is in the process of formalising an organisational project management framework. This will include more consistent and robust project management processes, including post project evaluation. It is expected that this framework, which is being developed in consultation with key employees involved in project delivery, will be finalised and implemented early in the new year.

Responsible Officer: **Director Corporate Strategy and Performance**
Completion Date: **31 March 2025**

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6.2.2. Contract Management

Finding Rating: Moderate
Finding also raised during 2023 Audit Regulation 17 Review

We noted the following in respect to our review of contract management:

- The City does not have a contract management framework outlining the consistent approach to be undertaken for all City contracts;
- There is no dedicated contract manager to oversee contracts;
- There is no centralised register of City contracts, including variations maintained;
- Testing of 4 service contracts identified the following:
  - An instance where the OSH Obligations form could not be provided;
  - 3 service contracts where there was no documentation maintained to evidence contractor induction;
  - An instance where a contract variation memo had not been signed by the CEO as approval;
  - An instance where current insurances could not be provided (i.e. insurances maintained on file were out of date); and
  - No evidence provided relating to annual contractor performance review.

Implications / Risks

- The City is potentially exposed to risks due to contractor non-compliance with contract terms and conditions.
- Risk contract risks are not identified, assessed and consistently managed throughout the contract.
- Risk that findings and results from a contract are not used to improve future contract processes conducted by the City.

Recommendation

We recommend Council consider:

- A contract management framework be developed incorporating policies and procedures relating to contract management;
- Consideration be given to a dedicated department which is designated responsibility to oversee contract management;
- A detailed and centralised contracts register be maintained and updated as required;
- OSH obligations forms are obtained for all contracts and signed by both the contractor and the City representative;
- Documentation to evidence contractor induction be retained;
- Current insurances for City contractors be obtained and a system be implemented whereby a notification is issued when contractor insurances are due to expire; and
- A contractor performance review be designed and implemented.

Management Comment

We acknowledge the recommendation to consider improved and more centralised management of contracts, noting the following:

- a contract management framework is likely to be required however there are concerns about how effective such a framework will be without centralised oversight or management of contracts;
- a dedicated department with responsibility for contract management is not currently achievable with existing resources;

- a contracts register is a high priority with Local Government reform likely to require public registers of certain contracts in the short to medium term;
- contractor work health safety oversight and inductions as well as insurances are noted areas for improvement with the City's new WHS Advisor having now commenced a review in relation to this;
- an IT solution (TechnologyOne or otherwise) should be considered as a contract register and for managing contracts (manage contract expiry, insurances, required documentation call ups etc.); and
- the City has contractor performance review documentation which is available on the intranet procurement page.

Consideration of these matters, given other work priorities, will take some time. A timeline for completion (of all matters) is estimated as 31 December 2024.

Responsible Officer: **Director Corporate Strategy and Performance**
Completion Date: **31 December 2024**

AMD CHARTERED ACCOUNTANTS

7. Maintenance of payroll, stock control and costing

7.1. Scope and approach

- Completed site visit to the depot to review security over stocks held and allocation / costings of stocks used (including fuel and inventory stocks);
- Reviewed of the allocation of public works overheads, plant operating costs and administration overheads completed;
- Reviewed payroll controls and procedures to ensure effective controls are in place, and complete tests on a sample basis to ensure these controls were operating effectively;
- Reviewed procedures and policies in place in respect of human resource management legislative and compliance requirements, recruitment, performance appraisal, disciplinary and termination procedures and leave entitlements;
- Reviewed listing of leave taken by employees ensuring authorised leave forms completed; and
- Reviewed annual leave balances and identify employees with more than eight weeks annual leave.

7.2. Detailed findings and recommendations

7.2.1. Staff Performance Appraisals

Finding Rating: Moderate

We noted the following with respect to staff performance appraisals:

- One selected employee did not have an annual performance appraisal conducted in accordance with state procedure; and
- Performance appraisals are not completed for casual staff members.

Implications / Risks

- Risk of regular performance reviews not being completed.
- Risk of employees underperforming for extended periods impacting on the operations of the Local Government.
- Risk casual staff members are not undertaking duties as required.

Recommendation

We recommend:

- Performance appraisals are completed at least annually for all staff to ensure that the employee is aware of their performance and highlight any areas of improvement where required;
- Consideration be given to undertaking a form of appraisal for casual staff members to ensure roles and responsibilities are clear; and
- Consideration should be given to the implementation of specific Key Performance Indicators (KPI's), focusing on completion of regular performance appraisals of employees on a timely basis (including the sign-off of such documentation).

Management Comment:

Performance appraisals and performance appraisal processes for employees are in place and considered to be robust overall. There is a consistent process with online technology and tracking (and escalation as required) of completion rates. The carrying out of performance appraisals is, regardless of the process and system applied, dependant on both management and employee action and there are circumstances which may lead to an

appraisal not being completed. Overall, we believe the City's systems in relation to this are appropriate, however will review accountability at an executive level to ensure the requirement is clear.

With respect to casual employees, due to the nature of the employment relationship, the City manages the performance of casual employees on an informal basis, on the job. While the City will consider whether to formalise an appraisal process for casual employees, we note that it may not be appropriate for all casual employees.

Responsible Officer: **Director Corporate Strategy and Performance**
Completion Date: **30 December 2024**

AMD CHARTERED ACCOUNTANTS

7.2.2. Fuel Stock Security

Finding Rating: Minor

Our inquiries and observations during various site visits identified the following:

- Fuel stocks at the Dunsborough Waste Site are not securely locked during the day with a "dummy" lock in place during business hours and only locked at 4pm each day.

Implications / Risks

- Increased risk of unauthorised access to Council property and facilities.
- Risk of misappropriate of stocks and consumables.

Recommendation

We recommend fuel stocks be securely maintained at all times.

Management Comment:

Staff practice has changed to ensure the padlock is locked after each use, but also include locating the key in a location where removal of the key is necessary to unlock the padlock. Additionally, the last person onsite ensures all the locks are padlocked as part of the end-of-day lockup procedure, prior to shutting and locking the gate.

Responsible Officer: **Manager Waste and Fleet**
Completion Date: **Complete**

7.2.3. Employee Code of Conduct

Finding Rating: Minor

Our inquiries indicated City employees are not currently required to sign a periodic declaration acknowledging their understanding of the Code of Conduct nor any other policies or procedures. Currently re-training occurs only when policies change and sign off is required when policies are updated.

Implications / Risks

City employees may not understand or overlook their responsibilities with respect to the Code of Conduct.

Recommendation

We recommend the City consider introducing periodic and regular training for all employees to maintain the culture of ethical conduct within the City. This would also include the employee signing a declaration acknowledging their understanding and responsibilities as outlined within the Code of Conduct.

Management Comment:

Code of Conduct training was last provided to all staff in June 2021. Additionally all new employees attend training as part of their induction. All employee training is currently being arranged for later this calendar year, at which point employees will again be required to sign a declaration acknowledging their understanding of the Code of Conduct.

Employees are obligated under their employment contract to comply with the City's Code of Conduct and City policies and procedures.

Responsible Officer:	**Director Corporate Strategy and Performance**
Completion Date:	**30 December 2024**

AMD
CHARTERED ACCOUNTANTS

8. Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations

8.1. Scope and approach

- Reviewed policy and procedure manual;
- Reviewed the procedures for preparation of the monthly financial statements, annual financial statements and annual Budget, including assessment of accounting policy, notes and applicable reporting requirements and efficiency of the process;
- Reviewed monthly financial statements ensuring presented to Council within two months and information contained within monthly financial statements in accordance with Regulation 34 of *Local Government (Financial Management) Regulations 1996*;
- Reviewed the mid-year budget review to ensure compliance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996* and assessment of budgetary expenditure controls in place;
- Ensured prior year audit report and management letter have been presented to audit committee and Council; and
- Reviewed compliance with Part 6 of *the Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

8.2. Detailed findings and recommendations

Our review indicated key underlying policies and processes in relation to the preparation of budgets, budget reviews, accounts and reports required by the Act or Regulations are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the preparation of budgets, budget reviews, accounts and reports required by the Act or Regulations.

AMD
CHARTERED ACCOUNTANTS

9. Guidance on Risk Assessment

Risk is uncertainty about an outcome. It is the threat that an event, action or non-action could affect an organisation's ability to achieve its business objectives and execute its strategies successfully. Risk is an inherent component of all service activities and includes positive as well as negative impacts. As a result not pursuing an opportunity can also be risky. Risk types take many forms – business, economic, regulatory, investment, market, and social, just to name a few.

Risk management involves the identification, assessment, treatment and ongoing monitoring of the risks and controls impacting the organisation. The purpose of risk management is not to avoid or eliminate all risks. It is about making informed decisions regarding risks and having processes in place to effectively manage and respond to risks in pursuit of an organisation's objectives by maximising opportunities and minimising adverse effects.

The risk guidelines stated below are based on the City of Busselton's 2021 Risk Management Framework.

Our guidance to risk classification in completing our review is as follows:
Measure of Likelihood of Risk
Likelihood is the chance that the event may occur given knowledge of the organisation and its environment.

The following tables provide broad descriptions to support the likelihood rating:

		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	Almost Certain	M11	H16	H20	E23	E25
	Likely	L7	M12	H17	H21	E24
	Possible	L4	M8	M13	H18	E22
	Unlikely	L2	L5	M9	M14	H19
	Rare	L1	L3	L6	M10	M15

Where:

L = Low Risk
M = Medium Risk
H = High Risk
E = Extreme Risk

**Above Extracted from the City's Risk Management Framework.*

Rating	Description	Frequency
Rare	May occur but only in exceptional circumstances	1 in 10,000 - 100,000 Less than once in fifteen years
Unlikely	Could occur at some time	1 in 1,000 to 10,000 At least once in fifteen years
Possible	Should occur at some time in the future	1 in 100 - 1,000 At least once in five years
Likely	Will probably occur in most circumstances	1 in 10 - 100 At least once a year
Almost Certain	Is expected to occur in most circumstances	> 1 in 10 More than once a year

**Above Extracted from the City's Risk Management Framework.*

Measure of Consequence of Risk

Consequence is the severity of the impact that would result if the event were to occur. The following table provides broad descriptions to support the consequence rating:

Rating	Insignificant	Minor	Moderate	Major	Catastrophic
Public Health / Safety	First aid injury	Medical treatment injury	Hospitalisation injury	Multiple serious injuries causing hospitalisation	Death or permanent disability
OSH	First aid injury	Medical treatment injury	Lost Time Injury (< 30 days)	Lost Time Injury (> 30 days)	Death or permanent disability
Financial	< $ 25k	$ 25k to $250k	$ 250k to $ 1m	$ 1m to $ 10m	> $ 10m
Operational	Inconvenient delays with recovery within acceptable timeframe	Moderate delays to service delivery with unacceptable recovery time or inconvenient delays to major deliverables	Significant delays to service delivery with unacceptable recovery time or significant delays to major deliverables	Interruption of service delivery > 1 month or non-achievement of key objectives	Indeterminate prolonged interruption of services – non-performance > 3 months
Reputational	Minor adverse local community comment or complaint	Minor media interest with low news profile, e.g. local paper	Public embarrassment, moderate news profile (including TV)	High news profile, third party action(e.g. legal)	Widespread national news profile, formal government inquiry
Environmental	Brief pollution but no environmental harm	Minor environmental harm	Moderate environmental harm with mid term recovery	Significant long term environmental harm	Catastrophic, long term environmental harm

**Above Extracted from the City's Risk Management Framework.*

As of 02 June 2024,

TENDER INFORMATION	COUNCIL OR CEO DECISION	STATUS
RFT02/24 Sediment Removal – Vasse River	Council	• A request for tender was advertised on 6 April 2024 and closed on 22 May 2024. • Two submissions were received. • An evaluation panel is currently assessing the submissions.
RFT04/24 Dunsborough Park Shopping Centre Toilet Block	CEO Delegated Authority	• A request for tender was advertised on 13 March 2024 and closed on 10 April 2024 • Four submissions were received. • An evaluation panel has assessed the submissions. • Award of the contract has been delayed whilst the toilet block is considered by Council.
RFT06/24 – Provision of Security Access Facilities to City Facilities	CEO Delegated Authority	• A request for tender was advertised on 17 April 2024, and closed on 15 May 2024 • Two submissions were received • An evaluation panel is currently assessing the submissions.
RFT07/24 Dunsborough Lakes Estate Landscape Maintenance	Council	• A request for tender was advertised on 6 March and closed on 10 April 2024. • Five submissions were received. • Council endorsed officers recommendation to accept a tender on 15 May 2024. • Letter of award is to be issued.
RFT08/24 Provision of group training cycles including virtual infrastructure (Spin Bikes)	CEO Delegated Authority	• A request for tender was advertised on 22 May 2022, closing on 19 June 2024.

As at 27 March 2024

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 2 February 2024 was vacated and the matter is listed for a directions hearing on 31 May 2024.	Listed for a directions hearing on 31 May 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.	Refer to previous versions of this report for historical information • Directions hearing on 2 February 2024 was vacated and the matter to be listed for mediation on 11 March 2024. • Directions hearing on 11 March 2024 was vacated and the matter to be listed for mediation on 16 April 2024. • Directions hearing on 16 April 2024 was vacated and the matter to be listed for mediation on 24 May 2024. • Directions hearing on 24 May 2024 was vacated and the matter to be listed for directions hearing on a date to be determined. • Directions hearing listed for 11 June 2024.	Listed for a directions hearing on 11 June 2024	
Happ & Anor v City of Busselton (DR 159/2022) (DR 197/2022) (DR 152/2023)	575 Commonage Road Quindalup	November 2022	1. Review of directions under s214(2) and s214(3) by the City 2. Review of decision to refuse application under a planning scheme	Refer to previous versions of this report for historical information • Directions hearing on 2 February 2024 it was ordered: - Respondent to file conditions by 23 February 2024; - Applicant to file evidence by 26 April 2024; - Applicant to file a document identifying the conditions it objects, reasons for objection and alternative conditions by 26 April 2024; - Final hearing 13 – 15 May 2024.	Awaiting decision	
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)	Refer to previous versions of this report for historical information • On 24 May 2024 it was ordered that: - The hearing listed for 29-31 July 2024 is vacated. - The Applicant has leave to withdraw the proceeding and the proceeding is withdrawn. - There is no order as to costs.	Proceedings withdrawn	24 May 2024
Leeuwin Civil Pty Ltd v City of Busselton (DR 78/2024)	Lot 2 Nuttman Road and Lot 3 Chapman Hill East Road, Chapman Hill	May 2024	Review of a decision to refuse or conditionally grant an application under a planning scheme (Industry - Extractive)	Application filed in the SAT on 27 May 2024. • Directions hearing listed for 21 June 2024.	Direction hearing listed for 21 June 2024	
REGIONAL JOINT DEVELOPMENT ASSESSMENT PANEL						
NIL						

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr>
<td>16/08/2023</td>
<td>Amendment 54 to Local Planning Scheme 21 Lot 2883 Puzey Road, Wilyabrup</td>
<td>Completed</td>
<td>Please action as per resolution.

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:
<table>
<tr><th>No.</th><th>Particulars of Land</th><th>Zone</th><th>Special Provisions</th></tr>
<tr><td>SP76</td><td>Strata Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 (Lot 2883) Puzey Road, Wilyabrup</td><td>Viticulture and Tourism</td><td>For Lots 20, 21, 31, 37, 46 and 47, as shown on the current Strata Plan 54626 (approved on 24 December 2021), one Chalet per lot is permitted as unrestricted length of stay.</td></tr>
</table>
b)Amending the Scheme Map accordingly.

2. In accordance with Regulation 35 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 54 of the City of Busselton Local Planning Scheme No. 21 is a ‘complex amendment’ in accordance with r.34 of the Regulations as it is:

(a) an amendment that is not 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 5, which has been prepared in response to the public consultation process.
4. Upon preparation of the necessary documentation, refers the adopted Amendment 54 to the WAPC for consideration and determination in accordance with the Planning and Development Act 2005.

5. Pursuant to r. 56 of the Regulations, should directions be given that modifications to Amendment 54 are required, direct these modifications to be undertaken accordingly, on behalf of the Council, unless they are considered by officers to significantly affect the purpose and intent of the Amendment, in which case the matter shall be formally referred back to the Council for assessment and determination

CARRIED 7 / 0
EN BLOC</td>
<td>07/09/2023 David Sands

Letter drafted CEO approval required prior to documentation being sent to WAPC.

08/02/2024 Tegan Robertson

Awaiting Gazettal - expected imminently.

08/04/2024 Tegan Robertson

Amendment 54 was Gazetted on 2 Feb 2024.</td>
<td>08/04/2024</td>
</tr>
<tr>
<td>16/08/2023</td>
<td>Proposed Amendment 56 to Local Planning</td>
<td>On Hold</td>
<td>Please action as per resolution.</td>
<td>01/09/2023 Justin Biggar

Amendment report signed and forwarded to EPA for advice and the Minister for consent to advertise.</td>
<td></td>
</tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
	Scheme 21 Special Character Area		**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:** **(a) An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;** **(b) An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the Scheme area; and** **(c) Any other amendment that is not a complex or basic amendment.** **3. That as the amendment is in the opinion of Council, consistent with Part V of the *Planning and Development Act 2005* (the Act) and the Regulations made pursuant to the Act, that upon preparation of the necessary documentation, refer the amendment to the Environmental Protection Authority (EPA) and upon receipt of a response that the amendment is not subject to formal environmental assessment, advertise the proposal for a period of 42 days. Where the EPA determines the amendment is to be subject to formal environmental assessment, the assessment is to be prepared prior to advertising of the draft amendment.** **4. Council note that the City will proceed within 12 months the following further stages for review of the Special Character Areas:** **(a) Undertake a broader review of the Special Character Area framework which includes the related Scheme provisions and suite of local planning policies.** **(b) As part of the review, the City will engage with the community to inform the preparation of revised planning controls consistent with the contemporary planning framework.** **(c) Incorporate the findings of the stage 2 review within the planning framework.** **5. Amend Delegation DA7 - 01 by adding the following as point 2 in the Conditions section (with subsequent points being renumbered accordingly) -** **<u>Applications in Special Character Areas requiring the exercise of discretion</u>** **All applications for development approval affecting land within the Special Character Areas, as identified in Schedule 4 of the Scheme, and which involve the exercise of discretion, must be brought to Council for determination, unless the application has been refused under delegated authority.** **CARRIED 6 / 0** BY ABSOLUTE MAJORITY	Advice received of no further action from EPA (DOC ID 5223763) and Minister granted consent to advertise (DOC ID 5221999). Advertising of amendment currently on hold until further consultation with affected communities is undertaken.	
16/08/2023	APPLICATION FOR DEVELOPMENT APPROVAL (DA21/0822) - PROPOSED	Completed	Please action as per resolution. **COUNCIL DECISION**	**07/09/2023 Kellie Woodcoe-Bryant** DA Issued 30/8/2023	20/12/2023

Meeting Date	Item	Status	Action Required	Action Taken	Completed
	EXTRACTIVE (SAND) - LOT 4205 GALE ROAD KALOORUP		**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:** **GENERAL CONDITIONS** **1. The development hereby approved is permitted to operate for five years from the date of this Decision Notice. The site shall be fully rehabilitated in accordance with the approved development plans before the expiry date of this development approval.** **2. The owner must ensure that the development is undertaken in accordance with the approved development plans, the following management plans and any plans or details approved pursuant to other conditions of this approval:** **2.1 Excavation – Rehabilitation Management Plan (Landform Research) dated 8 August 2023; and** **2.2 Water Management Plan (Accendo Australia) dated August 2023.** **Where there is a conflict between a provision contained within a condition of this development approval and a provision contained within one of the plans listed above, the requirements of the condition shall prevail.** **PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:** **3. The owner must ensure that no material is extracted from the site or any other works undertaken until the following plans/details have been submitted to, and approved by, the City:** **3.1 A revised Water Management Plan to demonstrate Cell 1 being amended to remove the area to the east of the internal haul road and remove the reference to infiltration basins and holding areas.** **a) Satisfactory arrangements being made with the City of Busselton for the rehabilitation of that portion of Cell 1 which has already been extracted.** **i) Details of warning signage to be erected along the transport route. Signage shall include signs on both approaches to the pit along Gale Road 100m from the access.** **a) Details of entry signage to be erected within the lot boundary adjacent to the driveway and pit entrance visible to vehicles entering /exiting the site. Signage shall include the following details:** **a. Approved operating hours as per condition 4;** **b. Approved haulage hours including exclusion times during school bus times as per condition 5;** **c. Site contact details;** **d. Ultra high frequency (UHF) channel for operators and** **e. Approved haulage route.** **a) A 3D Digital Terrain Model prepared by a licensed surveyor, to the specifications of the City for the whole of Lot 4205 Gale Road Kaloorup indicating the following in Australian Height Datum:** a. **Existing ground levels;** **b. Proposed maximum extraction depths to maintain a minimum 500mm above maximum seasonal groundwater table; and** **c. Finished ground levels after rehabilitation to ensure 700mm above the maximum seasonal groundwater table has been achieved.** **b) Details for the upgrading of the existing crossover to ensure that adequate sightlines are achieved.** **a) The section of Gale Road between the proposed crossover for Lot 4205 and the Gale/Gibb/Carbunup Road South intersection to be upgraded in accordance with the approved details to the satisfaction of the City (Advice note 11).**		

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			b) The following bonds being provided to the City: d) A road maintenance bond of $10,000 (being an unconditional bank guarantee) to ensure that the surrounding road network is maintained to the satisfaction of the City for the term of the extractive industry. Those portions of public roads affected by the activities related to the approval shall be maintained to a standard acceptable to the City at the cost of the owner. The City may use the bond to maintain the affected public roads as it deems necessary. 5. A dust bond of $5,000, which shall be held against satisfactory compliance with the Dust Management Plan. 6. Further to conditions 4.7(a)-(b) (bond conditions), the bonds are to be accompanied by an executed legal agreement with the City at the full cost of the owner. The legal agreement shall include: i. The ability for the City to be able to use the bond, or part of the bond as appropriate, and any costs to the City including administrative costs of completing or rectifying any outstanding works on site in accordance with the conditions of this development approval and any further costs; ii. Written authorisation from the owner of the land that the City may enter the site at any time and permit the City to complete or rectify any outstanding work to the satisfaction of the City; iii. If at any time part of the bond is called upon, used or applied by the City in accordance with the legal agreement, the restoration of the bond to the full amount required by these conditions; and iv. The ability to lodge a caveat over the site to secure the City's interest. PRIOR TO COMMENCEMENT OF EXTRACTION CONDITIONS: a. The owner must ensure that no material is extracted until information setting out how the plans and details required by Conditions 2, 3 and 4 have been implemented, and provided to the satisfaction of the City, and the City has subsequently issued a 'Permit to Commence', confirming that extraction can commence. ON-GOING CONDITIONS: 7. The owner must ensure that the plans, details and works undertaken to satisfy Conditions 1, 2, 3, 4, and 5 are subsequently implemented and maintained for the life of the development and, in addition, the following conditions must be complied with: 6.1 The development hereby approved shall be limited to: the excavation or movement of sand from its natural state on the site, transportation of sand within or off the site, access ways, and rehabilitation works. At no time shall any blasting or screening works be carried out. 6.2 To ensure a minimum separation of at least 500mm between extraction cells and the maximum water table level, the maximum depth of the Extraction areas are as follows: a. Cell 1 – maximum depth of 71.5m AHD b. Cell 2 – maximum depth of 71.5m AHD c. Cell 3 – maximum depth of 71.25m AHD d. Cell 4 – maximum depth of 72m AHD e. Cell 5 – maximum depth of 72m AHD. 1.4 All operations related to the extractive industry shall be carried out strictly in accordance with the approved Excavation – Rehabilitation Management Plan. 1.5 Trucks going to and from the development must not use the designated haulage route between 7.30am and 8.40 and between 3:30pm and 4:20pm on any given school day on a school bus route. Other times may be agreed in writing with the local government. 1.6 The approved Water Management Plan shall be implemented and carried out strictly in accordance with the approval details, including any notes placed thereon in red by the City.		

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			1.7 Rehabilitation of extraction areas will consist of ensuring a 500mm separation to maximum groundwater levels, reinstating the topsoil and returning these areas to productive grazing pasture. **1.8 No more than 2 hectares of the approved pit areas shall be worked at any one time. This area shall then be rehabilitated in accordance with the approved Excavation – Rehabilitation Management Plan concurrently with the extraction of the following 2ha area.** **1.9 Operating hours, including the transportation of materials, shall be restricted to the hours between:** • **7.00am and 5.00pm Mondays to Fridays;** • **7.00am and 1.00pm Saturdays for rehabilitation works only; and,** • **There shall be no operations on Sundays or public holidays.** **1.10 The designated haulage route will be Gale Road westbound and onto Bussell Highway. The use of Jindong Treeton Road and the eastern portion of Gale Road is strictly prohibited.** **1.11 A maximum number of 40 truck movements (i.e. 20 trucks entering and 20 trucks exiting the site) shall be permitted on any operating day (i.e. Sundays and public holidays are not operating days). No truck movements are permitted on any other day.** **a) Notwithstanding Conditions 6.9 and 6.10 above, should more than 40 truck movements per day and/or an alternative haulage route be proposed, a Traffic Management Plan is to be submitted to and approved in writing by the City; with the Plan being submitted to the City at least 7 working days prior to any haulage not consistent with the approval.** ***Note: The City will only approve additional movements or alternate routes where it is determined that an acceptable Traffic Management Plan has been provided. The City will not approve additional truck movements and/or an alternative haulage route for more than 20 working days in any calendar year. Any additional days will require a Modification to Development Approval to be submitted to, and approved by, the City.*** **i. The operator/owner shall ensure that annually and within the month following every anniversary of the issue by the City of the Permit to Commence certificate, a 3D Digital Terrain Model is prepared by a licensed surveyor for the whole of Lot 4205 Gale Road Kaloorup, indicating ground levels at the time of survey in Australian Height Datum.** **b) The owner must submit to the City annually within three months of every anniversary of the issue of the Permit to Commence certificate a written report detailing the following to the satisfaction of the City:** a. **A survey conducted by a licensed surveyor certifying:** **i. The extent/size and location of the area which has been extracted;** **ii. The extent/size and location of the area which has been rehabilitated;** **iii. The extent/size and location of the area which is currently under operation;** b. **Details as to which conditions of this development approval have been complied with and how the conditions have been complied with; and** c. **No extraction operations, including stockpiling or transportation of extracted material, are to be undertaken on the site at any time when an annual written report is due and has not been submitted to the City.** **14. No development (including any extraction) may be carried out at any time when any bond that is required to be in force and effect under Condition 3.10 is not in full force and effect.** **CARRIED 7 / 0** EN BLOC		
20/09/2023	Notice of Motion - Introduction of Recreation Facilities Reserve	In Progress	Please action as per resolution. **COUNCIL DECISION**	**04/10/2023 Sarah Pierson** Will be prepared and presented to Council post induction of Councillors post local government elections.	

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			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 Facilities 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**	**03/04/2024 Tegan Robertson** The establishment of a reserve is being explored as part of the review of the LTFP, with a report on the LTFP (including the introduction of a new reserve if determined to be required) to be presented to the Council by the end of June 2024. **05/06/2024 Tegan Robertson** The establishment of this reserve is being considered for the 24/25 draft budget and in the draft LTFP.	
18/10/2023	Audit and Risk Committee - 13/09/2023 - CEO Review of Systems and Procedures (REG 17) - Update on Recommendations	Completed	Please action as per resolution. **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**	**01/12/2023 Tim Allingham** Transferred to Governance 01-Dec-2023. **08/02/2024 Tegan Robertson** Officers continue to progress addressing the recommendations of the Regulation 17 Review. **06/03/2024 Tegan Robertson** Status update on progress of the Regulation 17 Review recommendations has been provided in a report to the Audit and Risk Committee for the 13 March 2024 meeting.	06/03/2024
18/10/2023	Policy and Legislation Committee - 13/09/2023 - Bush Fire Brigades Local Law	Completed	Please action as per resolution. **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.	03/04/2024
18/10/2023	Policy and Legislation Committee - 13/09/2023 - Proposed Local Planning Policy: Identification of Complex Development	Completed	Please action as per resolution. **COUNCIL DECISION** **C2310/127** Moved Cr Jodie Richards, seconded Cr Paul Carter	**18/01/2024 Joanna Wilson** The adoption of the Policy has been advertised in the newspaper and published on the website. Procedures and templates have been updated.	18/01/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
	Applications - Consideration for Final Adoption after Advertising		**That the Council, pursuant to clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, proceeds with Local Planning Policy: Complex Development Applications (Attachment 1) without modification.** **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	Application for Development Approval - DA23/0359 – Holiday Home (Single House) 8 People – Lot 101 (18) Eagle Crescent, Eagle Bay	Completed	Please action as per resolution. **<u>COUNCIL DECISION</u>** **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:** **GENERAL CONDITIONS:** **1. The development hereby approved shall be substantially commenced within two years of the date of this decision notice, if not substantially commenced within this period, the approval will lapse and be of no further effect.** **2. The use hereby approved shall be in accordance with the Approved Plan dated 18 October 2023 and endorsed Bushfire Management Plan and Emergency Evacuation Plan (Version 1 dated 19 May 2023) including any conditions placed thereon by the City of Busselton.** **3. The use hereby approved shall at all times comply with the definition of Holiday Home (Single House) as provided in Schedule 1 of the City of Busselton *Local Planning Scheme No. 21*, as follows:** ***"Holiday Home (Single House)" means a single house (excluding ancillary accommodation), which may also be used for short stay accommodation for hire or reward for no more than 12 people (but does not include a bed and breakfast, chalet development, guesthouse, rural tourist accommodation or tourist accommodation).*** **Notwithstanding the above interpretation, the approved use is restricted to a maximum of eight persons.** **4. Advertising signage associated with the approved use shall be no greater than 0.2m², located within the subject site.** **5. A minimum number of three car parking bays shall be provided on site.** **PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:** **6. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and approved in writing:** **6.1 A notification in the form of a section 70A notification, pursuant to the *Transfer of Lands Act 1893* (as amended) is to be placed on the Certificate of Title of the lot advising that:** ***"This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner. The approval of the Holiday Home (Single House) is conditional upon the details contained within the Bushfire Management Plan (BMP) prepared by Bushfire Prone Planning, Version 1, dated 19 May 2023 and the accompanying Bushfire Emergency Evacuation Plan (BEEP)."***	**03/04/2024 Tegan Robertson** Decision notice issued 20 October 2023	03/04/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			A copy of the Certificate of Title with section 70A notification registered against it, or a Landgate lodgement receipt, is to be submitted to the City. **6.2 Details of on-site effluent disposal works.** **6.3 Details of the means and method of providing a potable water supply of 135,000 litres or equivalent alternative water supply as otherwise approved in writing by the City.** **PRIOR TO OCCUPATION/USE OF THE DEVELOPMENT CONDITIONS:** **7. The development hereby approved shall not be occupied, or used, until all plans, details or works required by Conditions 2, 3, 4, 5 and 6 have been implemented.** **ONGOING CONDITIONS:** **8. The works undertaken to satisfy Conditions 2, 3, 4, 5 and 6 shall be subsequently maintained for the life of the development and the following conditions complied with:** **a) The owner must implement the approved Bushfire Management Plan and Bushfire Emergency Evacuation Plan prepared by Bushfire Prone Planning, Version 1, dated 19 May 2023 for the duration of the development.** **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	Bushfire Notice Review	Completed	Please action as per resolution. **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**	**06/12/2023 Rachel Runco** Consultation planning underway, with Community engagement planned for 9 weeks from mid January 2024 - end of March 2024.	08/01/2024
18/10/2023	Relinquish management over portion of Holgate Reserve 41550	Completed	Please action as per resolution. **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**	**15/12/2023 Ann Strang** The proposed excision of land from the Reserve was advertised for public comment. Submissions closed 13 December 2023. No submissions where received. The City wrote to the Department of Planning, Lands and Heritage confirming consent to the excision.	15/12/2023

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			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	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** **2. Pursuant to s. 67 of the *Bushfires Act 1954*, retains the Bush Fire Advisory Committee.** **3. Pursuant to s. 38 of the *Local Emergency Management Act 2005*, retains the Local Emergency Management Committee.** **4. Notes the Terms of Reference previously endorsed by Council for the following Committees:** **a. Audit and Risk Committee (C2306/110)** **b. Finance Committee (C2306/115)** **c. Policy and Legislation Committee (C2208/80)** **d. Airport Advisory Committee (C2307/61)** **5. Endorses the attached Terms of Reference for the following Committees:** **a. CEO Performance Review Committee (Attachment 1)** **b. Behaviour Complaints Committee (Attachment 3)** **c. Meelup Regional Park Committee (Attachment 5)** **d. Bush Fires Advisory Committee (Attachment 7)** **e. Local Emergency Management Committee (Attachment 8)** **6. Retains the following Reference / Working Groups / Panels with elected member representation of 2 elected members and 1 deputy member for each:** **a. Busselton Jetty Reference Group** **b. Disability Access and Inclusion Plan Reference Group** **c. Saltwater Working Group** 7. **Retains the following Reference / Working Groups / Panels with elected member representation of 3 elected members and 1 deputy member for each:** **a. Economic Development Advisory Group** **b. Business Development, Events and Marketing Reference Group** **c. Community Assistance Program Panel** **8. Disbands the following Reference / Working Group / Panels and / or elected member representation as specified:** **a. Sustainability and Energy Working Group (elected member representation)** **b. Economic Development Working Group (disband group)**	**01/11/2023 Jo Barrett-Lennard** Completed.	22/12/2023

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>

c. Dunsborough Reference Group (elected Member representative)

9. Requests the CEO to work in partnership with the DRG to determine if any amendments need to be made to their Terms of Reference to ensure it functions in a manner consistent with the original Council's resolution.

10. Endorses the appointment of an Elected Member representative, as an ex-officio board member to the Busselton Jetty Inc. board upon invitation from Busselton Jetty Inc.

11. Endorses the continued delegation of 1 elected member and 1 deputy elected member to the following external groups:

a. Peron-Naturaliste Partnership
b. Busselton and Sugito Cities Association
c. Regal Road Group and Convention

12. Endorses the continued attendance of an elected member at the Australian Coastal Councils annual conference / Annual General Meeting.

13. Endorses the continued appointment of the Mayor to the following external groups:

a. Regional Capital Australia Alliance (subject to appointment by the Regional Capitals Australia Alliance Board)
b. Regional Capitals Western Australia Alliance
c. South West Zone Local Government Association

14. Endorses the nomination of elected members as required to the following Ministerial Committees subject to approval of the relevant Minister:

a. Yallingup Land Conservation District Committee (1 member)
b. Development Assessment Panel (2 members, 2 deputy members)
c. Vasse Ministerial Taskforce (1 member, 1 deputy member)
d. GeoCatch (the Mayor or delegate as appointed by the Minister)

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

</td><td></td><td></td></tr>
<tr><td>15/11/2023</td><td>Budget Amendments - Infrastructure and Environment</td><td>Completed</td><td>

Please action as per resolution.

COUNCIL DECISION

C2311/169 Moved Cr Jodie Richards, seconded Cr Andrew Macnish

<table>
<tr><th colspan="6">Amendment Description</th></tr>
<tr><th colspan="6">Project Description</th></tr>
<tr><th>Item #</th><th>Budgeted Municipal Net Current Position</th><th>Operational Expenditure Budget</th><th>Capital Expenditure Budget</th><th>Grant</th><th>Reserves or Restricted Assets</th></tr>
</table>

</td><td></td><td>03/04/2024</td></tr>
</table>

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>
<table>
<tr><th></th><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>(Increase) / Decrease</th><th>Increase / (Decrease)</th></tr>
<tr><td rowspan="3">1</td><td colspan="5">Increase Captial Budget</td></tr>
<tr><td colspan="5">Project 15103 - Prince Street Laneway (C)</td></tr>
<tr><td>-</td><td>-</td><td>28,003</td><td>-</td><td>(28,003)</td></tr>
<tr><td rowspan="3">2</td><td colspan="5">Reduce Capital Budget on Existing Project</td></tr>
<tr><td colspan="5">Project 14859 Kershaw Street – Asphalt Overlay SLK 0 to 0.25 (C)</td></tr>
<tr><td>-</td><td>-</td><td>(18,825)</td><td>-</td><td>18,825</td></tr>
<tr><td rowspan="3">3</td><td colspan="5">Reduce Capital Budget on Existing Project</td></tr>
<tr><td colspan="5">Project 14858 Artisan Street – Asphalt Overlay SLK 0.02 to 0.16 (C)</td></tr>
<tr><td>-</td><td>-</td><td>(9,178)</td><td>-</td><td>9,178</td></tr>
<tr><td rowspan="3">4</td><td colspan="5">Remove Capital Project</td></tr>
<tr><td colspan="5">Project 14875 – Eagle Bay Boat Ramp Parking off Fern Road (C)</td></tr>
<tr><td>-</td><td>-</td><td>(30,000)</td><td>-</td><td>30,000</td></tr>
<tr><td rowspan="3">5</td><td colspan="5">Add Budget to Existing Capital Project</td></tr>
<tr><td colspan="5">Project 14876 Eagle Crescent on Road Parking – Footpath Alignment (C)</td></tr>
<tr><td>-</td><td>-</td><td>23,000</td><td>-</td><td>(23,000)</td></tr>
<tr><td rowspan="3">6a</td><td colspan="5">Add Budget to Existing Capital Project</td></tr>
<tr><td colspan="5">Project 11986 – Causeway Road Shared Path (C)</td></tr>
<tr><td>-</td><td>-</td><td>30,000</td><td>-</td><td>(30,000)</td></tr>
<tr><td rowspan="3">6b</td><td colspan="5">Add Grant Revenue for Existing Capital Project</td></tr>
<tr><td colspan="5">Project 11986 – Causeway Road Shared Path (C)</td></tr>
<tr><td>-</td><td>-</td><td>75,000</td><td>(75,000)</td><td>-</td></tr>
<tr><td rowspan="3">7</td><td colspan="5">Increase Captial Budget</td></tr>
<tr><td colspan="5">Project 11998 – Kaloorup Road Reseal SLK 0.82 to 8.76 (C)</td></tr>
<tr><td>-</td><td>-</td><td>60,000</td><td>-</td><td>(60,000)</td></tr>
<tr><td rowspan="3">8</td><td colspan="5">Reduce Capital Budget</td></tr>
<tr><td colspan="5">Project 14850 – Cook Street Asphalt Overlay SLK 0.39 to 1.25 (C)</td></tr>
<tr><td>-</td><td>-</td><td>(60,000)</td><td>-</td><td>60,000</td></tr>
<tr><td>Totals</td><td>-</td><td>-</td><td>98,000</td><td>(75,000)</td><td>(23,000)</td></tr>
</table>

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
</td><td></td><td></td></tr>
<tr><td>15/11/2023</td><td>Application for Development Approval (DA22/0806) - Single House - Lots 41 & 42 Caves Road, Marybrook</td><td>Completed</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2311/170 Moved Cr Kate Cox, seconded Cr Anne Ryan</td><td>03/04/2024 Tegan Robertson

Refusal communicated to applicant 27 November 2023</td><td>03/04/2024</td></tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			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** **2. To refuse to grant development approval for the following reasons:** a. **It can be reasonably demonstrated that this proposal does not meet the following Design Principles 3.1 – Building Setbacks of the R-Codes. This application fails to satisfy the deemed to comply criteria of the R-Codes by requesting a significant reduction in the East boundary (1.5m instead of the required 7.5m) and West boundary (1.6m instead of the required 7.5m) setbacks. This will result in the bulk of the buildings being located far too close to the neighbouring boundaries and further, the loss of significant areas of native vegetation on these lots which are located wholly within an area of high landscape value.** b. **This site is zone residential R2.5 which subsequently allows for the construction of a single dwelling (1 dwelling per 4000m2). This development application could not be considered to be a single dwelling and is therefore inconsistent with the minimum area required per dwelling.** c. **This application does not comply with cl.5.4.2 of LPS 21 as the size and location of the building footprint will require the removal of a substantial amount of native WA Peppermint Tree's (Agonis Flexuosa) which will adversely impact the WRP habitat. In addition the requirement of additional siteworks and fill of up to 1.4m to achieve the finished floor of 3.4 AHD will also have a significantly detrimental effect on the flora located within these lots.** **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**		
15/11/2023	DA21/0659 - Vacant Land (Bulk Fill of Future Subdivision) Special Control Area	Completed	Please action as per resolution. **<u>COUNCIL DECISION</u>** **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:** **GENERAL CONDITIONS:**	**18/01/2024 Jo Barrett-Lennard** Action completed	18/01/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			1. The development hereby approved shall be substantially commenced within two years of the date of this Decision Notice, if not substantially commenced within this period, the approval will lapse and be of no further effect. **2. The filling of land to design lot levels and implementation of post works conditions must be completed within three years of the date of this Decision Notice.** **3. The owner must ensure that the development hereby approved is undertaken in accordance with the Approved Development Plans (Attachment 2) including any conditions placed thereon by the City.** **PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:** **4. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and approved in writing:** **4.1 Revised plans to show –** **a. The extent of excavation, backfilling and final levels;** **b. A reduced fill area footprint consistent with that depicted on Attachment 5, to avoid works intersecting with Aboriginal Heritage Sites, Drainage Easements and areas of significant vegetation; and** **c. Removal of the proposed western crossover adjacent to Lot 700 (114) Broadwater Boulevard.** **4.2 A Dust Management Plan, which shall identify measures to be carried out prior to, during and following the undertaking of the works.** **4.3 An Acid Sulfate Soils Management Plan.** **4.4. Details of haul route and Traffic Management Plan that addresses the following:** **a. Maximum number of truck movements per day;** **b. Type of trucks to be used for haulage;** **c. Traffic management/control measures to be in place during haulage; and** **d. Confirmation in writing from the relevant provider of the school bus service within the area confirming the route and times of any school buses along any proposed haulage route within the City.** **4.5 Details of the proposed crossover. The construction of the crossover shall be agreed to with the City, shall ensure that adequate sightlines are achieved and be sized sufficiently to accommodate the swept path of the largest vehicle expected to be used for haulage.** **4.6. A Noise Management Plan and Vibration Management Plan.** **4.7. A Pre-works Geotechnical and Hydrological Report, which shall identify maximum winter and typical summer groundwater levels, maximum depth of excavation and when excavation may occur.** **4.8. A schedule providing intended daily import volumes, number of truck movements and vehicle types.** **4.9 A $5000 Dust Bond in the form of an unconditional bank guarantee which shall be held against satisfactory compliance with Condition No. 4.2.** **4.10 A Condition Report to be prepared by the owner/applicant along the haulage route between Bussell Highway and the development site.** **The Condition Report must include photographic evidence, which may include dash camera footage, of the road conditions immediately prior to works and at the time the final report is prepared.** **4.11 Further to condition 4.10 above, any damage caused to the haulage route subject to the Condition Report required under condition 4.10 above shall be repaired to the same standard as specified within the Condition Report (i.e. the standard of the haulage route immediately prior to the commencement of**		

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			haulage) in accordance with the City's technical specifications. All associated works shall be at the full cost of the owner and to the satisfaction of the City. **4.12 Further to Condition 4.2, 4.9, 4.10 and 4.11 above, an executed legal agreement with the City (with the costs of preparation of that agreement being borne by the owner or nominee). The legal agreement shall provide for:** **a. The ability for the City to be able to use the Dust Bond, or part of the Dust Bond as appropriate, and any costs to the City including administrative costs of completing or rectifying any outstanding works in accordance with the conditions of this development approval and any further costs; and** **b. Written authorisation from the owner of the land that the City may enter the site at any time and permit the City to complete or rectify any outstanding work to the satisfaction of the City; and** **c. If at any time any part of the Dust Bond is called upon, used or applied by the City in accordance with the legal agreement, the restoration of the Dust Bond to the full amount required by these conditions; and** **d. Securing the obligations araising pursuant to conditions 4.10 and 4.11; and** **e. Lodging a caveat over the site to secure the City's interest.** **ONGOING CONDITIONS:** **5. The owner must ensure that the plans, details and works undertaken to satisfy Conditions 1, 2, 3 and 4 are implemented and maintained to the satisfaction of the City for the life of the development and, in addition, the following conditions must be complied with:** **5.1 Further to condition 4.4 d), the trucks are not to be on the approved haulage route that is also a school bus route 15 minutes prior and 15 minutes after the confirmed times that the school bus is along that route on a school day.** **5.2 Working hours within the site, including in respect of use of any vehicle or machinery or the transportation of materials, shall be restricted to the hours between:** **a) 7.00am and 6.00pm Mondays to Fridays; and** **b) At no time on Saturdays, Sundays or Public Holidays.** **POST WORKS CONDITIONS:** **6. Subsequent to completion of filling of the land as approved by this development approval, the following works or provision of information is to be completed to the satisfaction of the City:** **6.1 Within 30 days of the works to fill the land being completed, the applicant is to submit as-constructed data (being a topographic survey demonstrating final fill levels) including a post-works Geotechnical Report.** **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**		
15/11/2023	Business Development, Events and Marketing Program Outcomes	Completed	Please action as per resolution. **<u>COUNCIL DECISION</u>** **C2311/173** Moved Cr Jodie Richards, seconded Cr Jarrod Kennedy	**01/12/2023 Peta Pulford** All events have been notified of the outcome from Council. Funding agreements are currently being prepared and will be completed by end of December 2023. **03/01/2024 Peta Pulford** All successful funding recipients have received agreements for execution.	03/01/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed

That the Council:

1. **Endorses the single year cash allocations towards the following economic focused events as per Column A to be funded from the 2023/2024 Events Budget, and notes the estimated in-kind support in Column B:**

Event Name	Column A (cash allocation)	Column B (in-kind support)
Nautical Drive Festival	$2,000	Approx. $1,000 (ground hire, event fees)
Beer Farm Rodeo	$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 (cash allocation)	Column B (in-kind allocation)
2024 Cadillac LaSalle Nationals	$3,000	Approx. $500 (ground hire, event fees)
International Women's Day 2024	$3,000	Approx. $1,080 (venue hire)
Block Party Boom	$15,000	Approx. $1,000 (ground hire, event fees)
Busselton Heritage Festival	$5,000	Approx. $2,000 (venue hire, event fees, traffic management as required)
Vasse Art Awards	$5,000	Approx. $500 (event fees)
Festival of Busselton – 60th anniversary celebrations	$15,000	{resolution}
TOTALS	$46,000	Approx. $5,080

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

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr>
<td>15/11/2023</td>
<td>2024 Council and Committee meeting dates</td>
<td>Completed</td>
<td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2311/174 Moved Cr Andrew Macnish, seconded Cr Anne Ryan

That the Council adopts the following schedule for Ordinary Meetings of Council and Committees of Council in the 2024 calendar year:
<table>
<tr><th></th><th>Ordinary Meeting of Council</th><th>Finance Committee*</th><th>Airport Advisory Committee*</th><th>Audit and Risk Committee*</th><th>Policy & Legislation Committee*</th><th>CEO Performance Review Committee*</th><th>Meelup Regional Park Committee*</th></tr>
<tr><td>Jan</td><td>31-Jan-24</td><td></td><td></td><td></td><td>24-Jan-24</td><td></td><td></td></tr>
<tr><td>Feb</td><td>21-Feb-24</td><td>07-Feb-24</td><td>07-Feb-24</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Mar</td><td>20-Mar-24</td><td>06-Mar-24</td><td></td><td>13-Mar-24</td><td>20-Mar-24</td><td></td><td>06-Mar-24</td></tr>
<tr><td>Apr</td><td>17-Apr-24</td><td>03-Apr-24</td><td>03-Apr-24</td><td></td><td></td><td>10-Apr-24</td><td></td></tr>
<tr><td>May</td><td>15-May-24</td><td>01-May-24</td><td></td><td>08-May-24</td><td>15-May-24</td><td></td><td></td></tr>
<tr><td>June</td><td>19-Jun-24</td><td>05-Jun-24</td><td>05-Jun-24</td><td></td><td></td><td></td><td></td></tr>
<tr><td>July</td><td>31-Jul-24</td><td>24-Jul-24</td><td></td><td>24-Jul-24</td><td>31-Jul-24</td><td>31-Jul-24</td><td></td></tr>
<tr><td>Aug</td><td>21-Aug-24</td><td>07-Aug-24</td><td>07-Aug-24</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Sept</td><td>18-Sep-24</td><td>04-Sep-24</td><td></td><td></td><td>18-Sep-24</td><td></td><td></td></tr>
<tr><td>Oct</td><td>16-Oct-24</td><td>02-Oct-24</td><td>02-Oct-24</td><td></td><td></td><td>09-Oct-24</td><td></td></tr>
<tr><td>Nov</td><td>20-Nov-24</td><td>06-Nov-24</td><td></td><td>13-Nov-24</td><td>20-Nov-24</td><td></td><td>06-Nov-24</td></tr>
<tr><td>Dec</td><td>11-Dec-24</td><td>04-Dec-24</td><td>04-Dec-24</td><td></td><td></td><td></td><td></td></tr>
</table>
* The meeting dates represent the minimum number to be held as prescribed in the Terms of Reference for each committee. Clause 3.4 of the City of Busselton Standing Orders Local Law 2018 allows for additional meetings to be convened throughout the year as required.

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</td>
<td>28/11/2023 Jo Barrett-Lennard

Internal calendar for staff use drafted - currently in review process.

11/12/2023 Jo Barrett-Lennard

Advertising complete</td>
<td>11/12/2023</td>
</tr>
<tr>
<td>13/12/2023</td>
<td>Policy and Legislation Committee - 8 November 2023 - Local Planning Policy Review: Adoption following consultation - LPP 1.5 Coastal Setbacks</td>
<td>Completed</td>
<td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2312/195 Moved Cr Anne Ryan, seconded Cr Kate Cox

That the Council pursuant to Clause 4, Part 2 of Schedule 2, 4 (3) (iii) – Deemed Provisions for Local Planning Schemes of the Planning and Development (Local Planning Schemes) Regulations 2015 resolve not to proceed with draft LPP 1.5 Coastal Setbacks, as set out at Attachment A and retain existing policy LPP1.5 (Policy number changed from LPP 18 on 11/5/2020) adopted by Council on 10/3/2010 C1003/069.

CARRIED 6 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox

AGAINST: Nil</td>
<td>18/01/2024 Joanna Wilson

Letters have been sent to all submitters that commented on the revised Local Planning Policy and the current Policy remains in effect for assessment of applications.</td>
<td>18/01/2024</td>
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</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
13/12/2023	Policy and Legislation Committee - 8 November 2023 - Dogs Local Law	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/196** Moved Cr Anne Ryan, seconded Cr Jodie Richards **That the Council:** **1. Resolves to make the City of Busselton Dogs 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 Dogs Local Law 2023 in accordance with section 3.12(5) and section 3.12(6) of the *Local Government Act 1995*.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**15/01/2024 Briony McGinty** Gazetted Local Law. Copy sent to Minister 15/1/24.	15/01/2024
13/12/2023	Policy and Legislation Committee - 8 November 2023 - Council Policy Review - Bush Fire Brigade Management Policies	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/197** Moved Cr Anne Ryan, seconded Cr Kate Cox **That the Council:** **1. Rescind the following Council policies:** **a. Bushfire Brigades – Bushfire Accounting (Attachment 1)** **b. Bushfire Brigades – Bushfire Brigade Grievance Process Disciplinary Action (Attachment 2)** **c. Bushfire Brigades – Code of Conduct, Bush Fire Brigade Objectives and Values (Attachment 3)** **d. Bushfire Brigades – Meetings of Bush Fire Brigades (Attachment 4)** **e. Bushfire Brigades – Membership of Bush Fire Brigades (Attachment 5)** **f. Bushfire Brigades – Qualifications of Bush Fire Brigade Officers (Attachment 6)** **g. Bushfire Brigades – Roles of Bush Fire Brigade Officers (Attachment 7)** **2. Adopt the Bush Fire Brigade Management Policy (Attachment 8).** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**22/12/2023 Jo Barrett-Lennard** Policies rescinded, new policy uploaded to website 21 December 2023	22/12/2023
13/12/2023	Policy and Legislation Committee - 8 November 2023 - Council Policy Review - Media and Public Statements	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/198** Moved Cr Anne Ryan, seconded Cr Andrew Macnish	**22/12/2023 Jo Barrett-Lennard** Policy Updated 21 December 2023	22/12/2023

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			That the Council adopts the amended Council Policy 'Media and Public Statements' (Attachment 1) to replace the current policy, with the policy having been reviewed as part of the City's ongoing policy review cycle. **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **EN BLOC**		
13/12/2023	Policy and Legislation Committee - 8 November 2023 - Council Policy Review - Elected Member Training and Professional Development	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/199** Moved Cr Anne Ryan, seconded Cr Jodie Richards **That the Council adopts the amended Council Policy 'Elected Member Training and Professional Development' (Attachment 1) to replace the current policy, with the policy having been reviewed as part of the City's ongoing policy review cycle.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**22/12/2023 Jo Barrett-Lennard** Policy Updated 21 December 2023	22/12/2023
13/12/2023	Policy and Legislation Committee - 8 November 2023 - Council Policy Review - Waste Management Facility and Plant Reserve	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/200** Moved Cr Anne Ryan, seconded Cr Andrew Macnish **That the Council adopts the amended Council Policy 'Waste Management Facility and Plant Reserve' (Attachment 1) to replace the current policy, with the policy having been reviewed as part of the City's ongoing policy review cycle.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **EN BLOC**	**22/12/2023 Jo Barrett-Lennard** Policy updated 21 December 2023	22/12/2023
13/12/2023	Policy and Legislation Committee - 8 November 2023 - Various Council Policy Reviews - Early Clearance of Subdivisions, Reinstatement Works in Road Reserves, Crossovers, Defects Liability	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/201** Moved Cr Anne Ryan, seconded Cr Andrew Macnish **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:**	**22/12/2023 Jo Barrett-Lennard** All Policies updated 21 December 2023	22/12/2023

Meeting Date	Item	Status	Action Required	Action Taken	Completed
	Bonds for Subdivisions and Management and Removal of Asbestos		**1. Early Clearance of Subdivisions (Attachment 1)** **2. Reinstatement Works in Road Reserves (Attachment 3)** **3. Crossovers (Attachment 3)** **4. Defects Liability Bonds for Subdivisions (Attachment 4)** **5. Management and Removal of Asbestos (Attachment 5)** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** EN BLOC		
13/12/2023	Audit and Risk Committee - 29 November 2023 - 2022/23 Annual Financial Statements, Audit Report and Management Letter	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/202** Moved Cr Andrew Macnish, seconded Cr Kate Cox **1 That the Council highlights the difficulty in discerning the actual real, up to date measure of the gap between the current replacement value of the City's total assets and their written down value and the City's reserves to replace them and the ability of the City to annually cashback its depreciation. Accordingly, the ARC requests the Auditor to make a special report of this as soon as possible.** **2 That the Council acknowledges receipt of the 2022/23 Annual Financial Statements including Auditors Opinion and Audit Management Letter as per the attached documentation, per section 7.12A(3)(aa) of the Local Government Act 1995.** **3 That the Council notes that it has met with the requirements of section 7.12A(2) of the Local Government Act 1995 with the Audit and Risk Committee, on behalf of the Council, having met with a representative of the Office of the Auditor General on 29 November 2023.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**03/04/2024 Tegan Robertson** Complete. Report provided to the Council to address part 1 of the recommendation on 20 March 2024 (item 14.1) Action superseded by Council resolution C2403/66.	03/04/2024
13/12/2023	Capital Programs of Works	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/205** Moved Cr Anne Ryan, seconded Cr Andrew Macnish **That the Council:** **1. Endorse the programs of works to guide long term financial planning and development of future capital budgets; and** **2. Acknowledge that this item and recommendation 1 meets the requirements of CEO Performance Criterion #6.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox**	**03/04/2024 Tegan Robertson** Program of works endorsed by the Council December 2023.	03/04/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			AGAINST: Nil EN BLOC		
13/12/2023	Busselton Jetty Inc Short Term Lease of Ballaarat Room as Interim Marine Discovery Centre	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/206** Moved Cr Anne Ryan, seconded Cr Val Kaigg **That the Council :** **1. Resolves to enter into a Lease and Licence with Busselton Jetty Inc (BJI) in respect of a portion of the 'Ballaarat Room' which forms part of 'Railway House' situated within Reserve 38558 on the following terms and conditions:** **(a) Term 2 years with an option exercisable by the City of a further 2 years;** **(b) Rent will be a minimum of $28,038 or 25% of 15% of the annual gross revenue generated from the use and occupation of the leased premises, whichever is the greater;** **(c) The permitted use of the premises will be the creation and operation of a Marine Discovery Centre (MDC);** **(d) Fit out and ongoing maintenance of the MDC will be the responsibility of BJI and a bond will be taken to guarantee the cost of returning the area to its current condition at the end of the term;** **(e) Maintenance and insurance of the structure of the Ballaarat Room (except if caused by acts or omissions of BJI) will be the responsibility of the City;** **(f) Cleaning costs of the MDC and internal toilets will be the responsibility of BJI;** **(g) Such further terms and conditions as outlined in this report and as may be necessary to include in the best interests of the parties or to meet the requirements of the Department of Planning Lands and Heritage.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **COUNCIL DECISION** **C2312/207** Moved Cr Jodie Richards, seconded Cr Andrew Macnish **That the Council :** **2. Delegates power and authority to the Chief Executive Officer to negotiate and enter into a variation of the Lease granted to the Margaret River Busselton Tourism Association (MRBTA) to remove the portion of Ballaarat House currently licenced and managed by MRBTA on behalf of the City and allocate responsibility for outgoings between the users.** **ABSOLUTE MAJORITY REQUIRED** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**11/01/2024 Sharon Woodford-Jones** working through responsibilities in terms of relocation and removal of items within the Ballaarat Room, signage and practicalities of who does what **04/04/2024 Tegan Robertson** The lease of the space within the Ballaarat Room to BJI has been approved by the parties and the Minister for Lands. It is due to commence on 10 April 2024. The variation to the lease to MRBTA has been agreed in an exchange of emails and will be dealt with in the form of a side letter as the lease in favour of BJI is temporary.	01/04/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
13/12/2023	Annual Report 2022-2023	Completed	**COUNCIL DECISION** **C2312/208** Moved Cr Anne Ryan, seconded Cr Jodie Richards **That the Council:** **1. Accepts the 2022-2023 Annual Report (Attachment 1);** **2. Determines that the Annual Electors' meeting is to be held in the 'Undalup Room' at 2 Southern Drive, Busselton on Monday, 29 January 2024 at 5:30 pm.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** BY ABSOLUTE MAJORITY	**16/01/2024 Tegan Robertson** Local public notice of the availability of the 2022/23 annual report and notice of the Annual General Meeting of Electors has been provided pursuant to s5.55A and s5.29 of the Local Government Act 1995. **06/03/2024 Tegan Robertson** The Annual General Meeting of Electors was held on 29 January 2024, and the 2022/2023 Annual Report was received by Electors.	06/03/2024
13/12/2023	CEO Performance Criteria Reporting: Local Procurement	Completed	Please action as per resolution. **COUNCIL DECISION** **C2312/209** Moved Cr Anne Ryan, seconded Cr Andrew Macnish **That the Council:** **1. Note the current levels of local procurement and the existing and potential measures outlined in this report to assist in increasing the City's level of local procurement;** **2. Acknowledge that this item and recommendation 1 meets the requirements of CEO Performance Criterion #3.** **CARRIED 6 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Kate Cox** **AGAINST: Nil** **EN BLOC**	**07/01/2024 Ben Whitehill** Acknowledge report has been noted. Officers will continue to work on measures to improve the levels of local procurement.	07/01/2024
13/12/2023	Audit and Risk Committee - 29 November 2023 - Saltwater Project	In Progress	Please action as per resolution. **COUNCIL DECISION** **C2312/214** Moved Cr Andrew Macnish, seconded Cr Anne Ryan **That the Council endorse the alternative recommendation contained in confidential attachment 2.** **CARRIED 4 / 2** **FOR: Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg and Cr Andrew Macnish** **AGAINST: Mayor Phill Cronin and Cr Kate Cox**	**16/01/2024 Maxine Palmer** Actioned as per Council resolution **02/04/2024 Maxine Palmer** Action is in progress as per Council resolution. **05/06/2024 Tegan Robertson** A confidential report will be provided to the Council in July 2024.	
31/01/2024	Busselton Margaret River Airport Update	Completed	Please action as per resolution.	**02/05/2024 Tegan Robertson**	02/05/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			COUNCIL DECISION **C2401/7** Moved Cr Andrew Macnish, seconded Cr Anne Ryan **That the Council:** **1. Receives and notes the Busselton Margaret River Airport Update report.** **2. Authorises and requires the CEO to publish the periodical BMRA Update report one week after the publication of the Airport Advisory Committee (AAC) meeting minutes should the AAC endorse the BMRA Update report.** **3. That the Council adopt the final BMRA Master Plan (version 2024) as a guide for future planning, and henceforth it is termed the Final Airport Master Plan Busselton Margaret River Airport (2023-2043) and replaces the existing BMRA Master Plan (2016-2036).** **4. Requests the CEO undertake a broader review of the terms of reference of the AAC to clarify the purpose and function of the committee, and meeting frequency and processes, to provide a report to Council at the March 2024 Ordinary Council meeting.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Sue Riccelli** **AGAINST: Nil**	Final Airport Master Plan Busselton Margaret River Airport 2023-2043 adopted. Review of AAC terms of reference has been completed, and a report was provided to the Council at its March 2024 ordinary Council meeting.	
31/01/2024	Development Application - DA22/0817 - Bed and Breakfast (Change of Use and New Development) - Special Control Area at Lot 301 (No. 29) Carnarvon Castle Drive Eagle Bay	Completed	Please action as per resolution. **COUNCIL DECISION** **C2401/9** Moved Cr Sue Riccelli, seconded Cr Mikayla Love **That the Council:** **1. Notes that the development application for Bed and Breakfast (Change of Use of Existing Single House and New Development) on Lot 301 (No. 29) Carnarvon Castle Drive, Eagle Bay was previously refused by the City on 20 September 2023 ("the decision").** **2. Notes that, pursuant to review proceedings under the *State Administrative Tribunal Act* 2004 (the SAT Act), the Applicant has provided amended plans to the City, responding to concerns raised in the decision.** **3. Notes further, that the Tribunal has now invited the City to reconsider its decision.** **4. Pursuant to section 31(2)(a) of the SAT Act, sets aside the decision and substitutes its new decision as follows:** **i. 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 be consistent with *Local Planning Scheme No. 21* and the objectives of the zone within which it is located.** **ii. To grant development approval for the proposal subject to the following conditions:** **GENERAL CONDITIONS:** **1. The development hereby approved shall be substantially commenced within two years of the date of this decision notice.** **2. The use hereby approved shall at all times comply with the definition of Bed and Breakfast as provided in Schedule 1 of the City of Busselton *Local Planning Scheme No. 21*, as follows:**	**03/04/2024 Tegan Robertson** Decision notice issued 14 February 2024	03/04/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			"Bed and Breakfast" means a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short-term commercial basis and includes the provision of breakfast. **Notwithstanding the above interpretation, the approved use is restricted to a maximum of four (4) guests.** **3. Advertising signage associated with the approved use shall be no greater than 0.2m2, located within the subject site.** **4. A minimum number of four car parking bays shall be provided on the site comprising two for the residents of the dwelling and two for the guests of the Bed and Breakfast.** **PRIOR TO COMMENCEMENT CONDITIONS** **5. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and approved in writing:** **b) Updated plans shall be submitted reducing the wall height of the outbuilding to 3.1m to comply with Local Planning Policy 4.10 Outbuildings and Other Non-Habitable Buildings.** **a) A revised version of the Bushfire Management Plan prepared by Envision Bushfire Protection shall be submitted to the satisfaction of the City of Busselton.** **b) A Landscape Plan which shall include landscaping along the western and northern elevation of the outbuilding, hereby approved, which shall at maturity sufficiently screen the outbuilding from Carnarvon Castle.** **ONGOING CONDITIONS:** **6. The works undertaken to satisfy Conditions 3, 4 and 5 shall be subsequently maintained for the life of the development and the following complied with:** **6.1 The owner must implement the revised Bushfire Management Plan and Bushfire Emergency Evacuation Plan prepared by Envision Bushfire Protection required pursuant to Condition 5.2 for the duration of the development (Advice Note 11).** **6.2 Landscaping and reticulation shall be implemented in accordance with the approved landscape Plan and shall therefore be maintained to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants, which, within a period of five years from first planting, are removed, die or are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as origionally approved.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Sue Riccelli** **AGAINST: Nil** Reasons: To ensure sufficient landscaping to provide screening to the western Carnarvon Castle Street frontage.		
31/01/2024	Development Application - DA23/0327 - Single House (Swimming Pool, Gym & Garage) - Special Character Area at Lot 16 (No. 6) Seaview Rise, Eagle Bay	Completed	Please action as per resolution. **COUNCIL DECISION** **C2401/10** Moved Cr Anne Ryan, seconded Cr Val Kaigg **That the Council determines:** **1. That application DA23/0327 submitted for a Single House (Swimming Pool, Gym and Outbuilding) on Lot 16 (No. 6)**	**03/04/2024 Tegan Robertson** Decision notice issued	03/04/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			Seaview Rise, Eagle Bay is generally consistent with *Local Planning Scheme No. 21* and the objectives of the zone within which it is located; and **2. Grant development approval for the proposal subject to the following conditions:** **GENERAL CONDITIONS:** **1. The development hereby approved shall be substantially commenced within two years of the date of this decision notice.** **2. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the City.** **PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:** **3. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and approved in writing:** **1. Details of on-site effluent disposal.** **2. Details of stormwater and surface water drainage. Stormwater to be retained for use and/or infiltration within the lot at a rate of 1m³ per 65m² of impervious area.** **3. A notification in the form of a section 70A notification, pursuant to the Transfer of Lands Act 1893 (as amended) is to be placed on the Certificate of Title of the lot advising that:** ***"This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and maybe subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land"*** **A copy of the Certificate of Title with section 70A notification registered against it, or a Landgate lodgement receipt, is to be submitted to the City.** **PRIOR TO OCCUATION/USE OF THE DEVELOPMENT CONDITIONS:** **4. The development hereby approved shall not be occupied, or used, until all plans, details or works required by Condition(s) 2 and 3 have been implemented, and the following Condition(s) complied with:** **1. Landscaping and reticulation shall be implemented in accordance with the approved Landscape Plan and shall thereafter be maintained to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.** **ONGOING CONDITIONS:** **5. The works undertaken to satisfy Condition(s) 2, 3 and 4 shall be subsequently maintained for the life of the development, and the following Condition(s) complied with:** **1. The external materials of the approved development shall comprise of prescribed materials as identified by the City of Busselton *Local Planning Scheme No.21.*** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Sue Riccelli** **AGAINST: Nil** **EN BLOC**		

Meeting Date	Item	Status	Action Required	Action Taken	Completed
31/01/2024	Audit and Risk Committee: Terms of Reference and Independent Member	Completed	Please action as per resolution. **COUNCIL DECISION** **C2401/13** Moved Cr Andrew Macnish, seconded Cr Jodie Richards **That the Council:** **1. Adopts the amended Audit and Risk Committee Terms of Reference in Attachment 4.** **2. Accepts the CEO's responses to the request in Council Resolution C2311/178.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Sue Riccelli** **AGAINST: Nil** Reasons: Officers have made further amendments to the Terms of Reference to include meeting notice, agenda requirements and inclusions, and functions of internal auditor reports.	**01/03/2024 Ben Whitehill** Expressions of Interest for the Independent External Member have closed and a report with a recommended appointment will be presented to the April ordinary meeting. A report on risk management and internal audit will be presented to the March Audit and Risk Committee meeting. **29/04/2024 Tegan Robertson** An independent external member was appointed to the Audit and Risk Committee at the April 2024 Council meeting.	29/04/2024
21/02/2024	Policy and Legislation Committee – 24 January 2024 – Council Policy Review: Naming of City Roads and Assets	Completed	Please action as per resolution. **COUNCIL DECISION** **C2402/28** Moved Cr Anne Ryan, seconded Cr Kate Cox **That the Council adopts the amended Council Policy: Naming of City Roads and Assets (Attachment 3) to replace the current policy, with the policy having been reviewed as part of the City's ongoing policy review cycle, inclusive of the removal of proposed point 5.10, and Committee amendments so that the below points read as follows, with subsequent renumbering as required:** **5.8: A proposal to name a significant City Asset can be put forward by:** **a. an Elected Member by way of a notice of motion;** **b. an employee via a report to the Council;** **c. a member of the public via a submission to the CEO who will then provide a report to the Council; or** **d. users of a facility via a submission to the CEO who will then provide a report to the Council.** **5.9: Following initial assessment, proposals will be advertised for public comment for a period of 21 days.** **5.10: Proposals to name significant City Assets will be presented to the Council for approval, including the results of public consultation.** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**	**07/03/2024 Jo Barrett-Lennard** Policy updated on website 6 March 2024	07/03/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
21/02/2024	Policy and Legislation Committee – 24 January 2024 – Council Policy Review: Recording and Livestreaming of Meetings	Completed	Please action as per resolution. **COUNCIL DECISION** **C2402/31** Moved Cr Anne Ryan, seconded Cr Richard Beecroft **That the Council adopts the amended Council Policy 'Recording and Livestreaming of Council Meetings' (the Policy) (Attachment 3) to replace the current policy (Attachment 2):** **a) inclusive of the Committee amendment to point 5.2, removing reference to 'YouTube' and replacing with 'streaming service'; and** **b) subject to amending point 5.1 to read: '*All Ordinary and Special Council meetings, the Annual General Meeting of Electors, and Electors meetings will, wherever technically possible, be recorded on an audio device and will be made available by Livestream.*'** **c) Subject to amending point 5.2 to read: '*Recordings of a meeting will be available on the City's streaming service with a link available on the meetings schedule section of the City's website for a period of five years after the meeting date.*'** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil**	**07/03/2024 Jo Barrett-Lennard** Policy updated on website 6 March 2024	07/03/2024
21/02/2024	Policy and Legislation Committee – 24 January 2024 – Council Policy Review: Legal Representation for Elected Members and Employees	Completed	Please action as per resolution. **COUNCIL DECISION** **C2402/32** Moved Cr Anne Ryan, seconded Cr Kate Cox **That the Council adopts the revised Council Policy 'Legal Representation for Elected Members and Employees' (the Policy) (Attachment 1) to replace the existing policy (Attachment 2).** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**	**07/03/2024 Jo Barrett-Lennard** Policy updated on website 6 March 2024	07/03/2024
21/02/2024	Policy and Legislation Committee – 24 January 2024 – Amendment to delegation DA 3 - 03: To Institute a Prosecution, or to Issue an Infringement (Bushfires Act 1954)	Completed	Please action as per resolution. **COUNCIL DECISION** **C2402/33** Moved Cr Anne Ryan, seconded Cr Kate Cox **That the Council adopts the amended delegation of authority *DA 3 – 03: To Institute a Prosecution, or to Issue an Infringement*, as per Attachment 1.** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**	**06/03/2024 Tegan Robertson** Updated delegation DA 3-03 issued, delegated authority register updated and published to the City's website.	06/03/2024

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr>
<td>21/02/2024</td>
<td>Finance Committee - 7 February 2024 - Naturaliste Community Centre Capital Funds</td>
<td>Completed</td>
<td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2402/36 Moved Cr Kate Cox, seconded Cr Jodie Richards

That the Council endorse the following requested budget amendment:
<table>
<tr><th rowspan="2">Item #</th><th>Budgeted Municipal Net Current Position</th><th>Operational Expenditure Budget</th><th>Capital Expenditure Budget</th><th>Grant</th><th>Reserves or Restricted Assets</th></tr>
<tr><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>(Increase) / Decrease</th><th>Increase / (Decrease)</th></tr>
<tr><td rowspan="3">1</td><td colspan="5">Move capital budget project #12878</td></tr>
<tr><td colspan="5">Naturaliste Community Centre (NCC) – Purchase Office Furniture</td></tr>
<tr><td>-</td><td>-</td><td>(11,150)</td><td>-</td><td></td></tr>
<tr><td rowspan="3">2</td><td colspan="5">To capital budget project #10839</td></tr>
<tr><td colspan="5">Naturaliste Community Centre (NCC) – AMP</td></tr>
<tr><td>-</td><td>-</td><td>11,150</td><td>-</td><td></td></tr>
<tr><td>TOTALS</td><td>-</td><td></td><td>0</td><td>-</td><td></td></tr>
</table>
CARRIED 7 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY</td>
<td></td>
<td>29/04/2024</td>
</tr>
<tr>
<td>21/02/2024</td>
<td>DA23/0230 Building Envelope Modification, Single House and Swimming Pool: 37 Koorabin Drive, Yallingup</td>
<td>Completed</td>
<td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2402/37 Moved Cr Anne Ryan, seconded Cr Kate Cox

That the Council determines:

1. That application DA23/0230 submitted for development approval for Building Envelope Modification, Single House and Swimming Pool on Lot 99 (No. 37) Koorabin Drive, Yallingup, is considered by the Council to be generally consistent with the Local Planning Scheme No. 21 and the objectives of the zone within which it is located.

2. To grant development approval for the proposal subject to the following conditions:

GENERAL CONDITIONS

The development hereby approved shall be substantially commenced within two years of the date of this decision notice.

1. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the City.</td>
<td>03/04/2024 Tegan Robertson

Decision notice issued 7 March 2024.</td>
<td>03/04/2024</td>
</tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			2. The building envelope hereby approved shall be in accordance with the signed, stamped, enclosed, approved plans (enclosed) including any notes placed thereon in red by the City, and except as may be modified by the following conditions. Accordingly, the enclosed, approved plan supersedes any previous building envelope plan. **PRIOR TO COMMENCEMENT CONDITIONS** **3. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and have been approved in writing:** **3.1 A schedule of the final materials, finishes and colours of all External Surfaces. The schedule shall include details of the type of materials proposed to be used, including their colour and texture. The External Surfaces of the approved development shall comprise of Prescribed Materials as identified by the City of Busselton *Local Planning Scheme No.21*.** **3.2 A Landscape Plan detailing vegetation screening to be implemented between the hereby approved development and the southern lot boundary adjoining Lot 98 (No 35) Koorabin Drive.** **3.3 Details of on-site effluent disposal.** **3.4 A revised version of the Bushfire Attack Level Assessment prepared by Envision Bushfire Protection shall be submitted to the satisfaction of the City of Busselton.** **PRIOR TO OCCUPATION OF THE DEVELOPMENT CONDITIONS:** **4. The development hereby approved shall not be occupied, or used, until all plans, details or works required by Conditions 2, 3 and 4 have been implemented and the following conditions have been complied with:** **4.1 Landscaping and reticulation shall be implemented in accordance with the approved Landscape Plan and shall thereafter be maintained to the satisfaction of the City. Unless otherwise first agreed in writing, any trees or plants which, within a period of five years from first planting, are removed, die or, are assessed by the City as being seriously damaged, shall be replaced within the next available planting season with others of the same species, size and number as originally approved.** **ONGOING CONDITIONS** **5. The works undertaken to satisfy Conditions 2, 3, 4 and 5 shall be subsequently maintained for the life of the development.** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**		
21/02/2024	RFT16/23 Bussell Highway Stage 2	Not yet started	Please action as per resolution. **<u>COUNCIL DECISION</u>** **C2402/38** Moved Cr Val Kaigg, seconded Cr Jodie Richards	**06/03/2024 Matthew Twyman** Tender awarded as per Council resolution.	06/03/2024

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr>
<td></td>
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<td>

1. That the Council endorse the outcome of the evaluation panel's assessment of the tender submissions received in response to RFT 16/23 Bussell Highway Upgrade Stage 2 and accept the tender submission from Carbone Bros Pty Ltd for $1,268,246.16 (exclusive of GST) as the most advantageous to the City.

2. That the Council endorse the following requested budget amendments:

<table>
<tr><th></th><th colspan="5">Amendment Description</th></tr>
<tr><th></th><th colspan="5">Project Description</th></tr>
<tr><th rowspan="2">Item #</th><th>Budgeted Municipal Net Current Position</th><th>Operational Expenditure Budget</th><th>Capital Expenditure Budget</th><th>Grant</th><th>Reserves or Restricted Assets</th></tr>
<tr><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>(Increase) / Decrease</th><th>Increase / (Decrease)</th></tr>
<tr><td rowspan="3">1</td><td colspan="5">Increase capital project</td></tr>
<tr><td colspan="5">Project 11199 - Bussell Highway (C)</td></tr>
<tr><td>-</td><td>-</td><td>184,401</td><td>-</td><td>(184,401)</td></tr>
<tr><td rowspan="3">2</td><td colspan="5">Reduce capital project</td></tr>
<tr><td colspan="5">Project 12005 Payne Road (C)</td></tr>
<tr><td>-</td><td>-</td><td>(184,401)</td><td>-</td><td>184,401</td></tr>
<tr><td>TOTALS</td><td>-</td><td>-</td><td>-</td><td>-</td><td>-</td></tr>
</table>

CARRIED 7 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY

</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21/02/2024</td>
<td>Customer Service and Communications (CEO KPI)</td>
<td>In Progress</td>
<td>

Please action as per resolution.

Prior to the meeting, Cr Andrew Macnish foreshadowed a motion that was different to the officer recommendation. In accordance with clause 10.18(7) of the City of Busselton *Standing Orders Local Law 2018,* it was taken to be an alternative recommendation, was moved first and carried.

COUNCIL DECISION

C2402/39 Moved Cr Andrew Macnish, seconded Cr Anne Ryan

That the Council:

1. Observes the report providing measures and opportunities increasing community engagement and understanding of City processes and decisions addressing the relevant CEO KPI deliverable, but also notes the strategy to be a collection of process inputs NOT outcomes (which are yet to be fully assessed in terms of successfully delivering the desired customer service experience levels).

2. Accordingly, refers the matter of consideration of the CEO's performance meeting KPI criterion #4 to the next CEO Performance Committee meeting for its advice to the Council.

3. Refers the opportunity identified in the officer's report of a risk-based approach to communications and capitalising on the value offered primarily from complaints to its Audit and Risk Committee (ARC) to consider (but not be limited to) the following options moving forward:

</td>
<td>

02/05/2024 Tegan Robertson

A report and recommendation pertaining to the City's Complaint Handling Process has been provided to the Audit and Risk Committee on the agenda for its May 2024 meeting.

05/06/2024 Tegan Robertson

KPI criterion #4 has been referred to the CEO Performance Review Committee through the CEO performance review process. The Audit and Risk Committee considered an officer report on complaint handling at the May meeting, and made a recommendation to the Council which will be considered at the June 2024 ordinary Council meeting.

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</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			a. the CEO undertake a review of the City's complaint handling process and provide a report to the ARC outlining the risks and opportunities for improvement of the current process as it relates to customer service. **b. the CEO to engage an independent auditor to undertake a review of the City's complaint handling processes and provide a report to the ARC outlining the risks and opportunities for improvement.** **c. the CEO include complaints handling as an area for audit in any future internal audit plan (noting that there is a report scheduled for the March ARC meeting that will address an internal audit plan).** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil** Reasons: The purpose of setting CEO KPIs is to drive desired operational outcomes. Establishing a strategy/approach to a matter does not in itself, deliver desired outcomes. The monitoring of an outcome means measuring, understanding, and reporting factual data. Excellent customer service can be assured if informed customers rate it as such. There is valuable information to be derived through assessment of customer issues / complaints. For this reason it is recommended the Council require its Audit and Risk Committee (ARC) examine how best to derive the implicit value of complaints and assess risk within its complaints handling process		
21/02/2024	Committee and Working Group Appointments	Completed	Please action as per resolution. **<u>COUNCIL DECISION</u>** **C2402/41** Moved Cr Jodie Richards, seconded Cr Anne Ryan **That the Council:** **1. Appoint Councillor Richard Beecroft to the following committees pursuant to section 5.8 and 5.11A of the *Local Government Act 1995*:** a. **Audit and Risk Committee; and** b. **Airport Advisory Committee (second deputy).** **2. Appoint the following elected members to the following committees pursuant to section 5.8 and 5.11A of the *Local Government Act 1995,* to fill the vacancy created by the resignation of (former) Councillor Sue Riccelli:** **CEO Performance Review Committee** **a. Member** **Cr. Val Kaigg** **Finance Committee** **a. Member** **Cr Val Kaigg** **3. Appoints elected members to the newly established Waterways Management Committee pursuant to section 5.8 and 5.11A of the *Local Government Act 1995*:** **a. Members** **Cr Anne Ryan**	**07/03/2024 Jo Barrett-Lennard** Committee and working group appointments published. Meeting dates for Meelup Regional Park Committee advertised.	03/04/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			Cr Jarrod Kennedy **Cr Val Kaigg** **Cr Mikayla Love** **b. Deputy Members** **Cr Jodie Richards** **4. Appoints Dr Bob Jarvis, Lyndon Miles, Albert Haak, Shirley Fisher, Tony Smurthwaite, Kelly Paterson, Kerry Grist, Kerry Stewart and Danae Plowman to the Meelup Regional Park Committee pursuant to section 5.8 of the *Local Government Act 1995*.** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil** **BY ABSOLUTE MAJORITY** **COUNCIL DECISION** **C2402/42** Moved Cr Anne Ryan, seconded Cr Jodie Richards **That the Council:** **5. Appoint the following elected members to the Busselton Jetty Reference Group.** **a. Member** **Cr Anne Ryan** **b. Deputy member** **6. Amend the meeting dates for the Meelup Regional Park Committee from 6 March 2024 and 6 November 2024 to 25 March 2024 and 25 November 2024.** **CARRIED 7 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Nil**		
20/03/2024	Finance Committee - 6 March 2024 - 2023/24 Mid-Year Budget Review	Completed	Please action as per resolution. **COUNCIL DECISION** **C2403/46** Moved Cr Andrew Macnish, seconded Cr Richard Beecroft **That the Council, pursuant to Regulation 33A of the Local *Government (Financial Management) Regulations*, adopts the 2023/2024 Annual Mid-Year Budget Review as presented within this report.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**03/04/2024 Tegan Robertson** Mid year budget review adopted. Report and minutes lodged with the Department.	03/04/2024
20/03/2024	Finance Committee - 6 March 2024 -	Completed	Please action as per resolution.	**04/04/2024 Tegan Robertson**	04/04/2024

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr>
<td></td>
<td>Infrastructure and Environment Budget Amendments</td>
<td></td>
<td>
<u>COUNCIL DECISION</u>

C2403/49 Moved Cr Val Kaigg, seconded Cr Kate Cox

That the Council endorses the following requested budget amendments:
<table>
<tr><th colspan="6">Amendment Description</th></tr>
<tr><th colspan="6">Project Description</th></tr>
<tr><th rowspan="2">Item #</th><th>Budgeted Municipal Net Current Position</th><th>Operational Expenditure Budget</th><th>Capital Expenditure Budget</th><th>Grant</th><th>Reserves or Restricted Assets</th></tr>
<tr><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>(Increase) / Decrease</th><th>Increase / (Decrease)</th></tr>
<tr><td rowspan="3">1</td><td colspan="5">Add Grant Revenue to Existing Capital Project</td></tr>
<tr><td colspan="5">Project 14943 – Changing Places Accessible Ablutions (C)</td></tr>
<tr><td>-</td><td>-</td><td>150,000</td><td>(150,000)</td><td>-</td></tr>
<tr><td rowspan="3">2</td><td colspan="5">Remove Capital Project</td></tr>
<tr><td colspan="5">Project 12331 - Smiths Beach New Public Toilet (C)</td></tr>
<tr><td>-</td><td>-</td><td>(250,000)</td><td>-</td><td>250,000</td></tr>
<tr><td rowspan="3">3</td><td colspan="5">New Capital Project</td></tr>
<tr><td colspan="5">Project West Busselton Coastal Stabilisation CERMP2223-010</td></tr>
<tr><td>-</td><td></td><td>160,000</td><td>(120,000)</td><td>(40,000)</td></tr>
<tr><td rowspan="3">4</td><td colspan="5">New Capital Project</td></tr>
<tr><td colspan="5">State Blackspot Program – Chapman Hill Road (C)</td></tr>
<tr><td>-</td><td>-</td><td>48,000</td><td>(32,000)</td><td>(16,000)</td></tr>
<tr><td rowspan="3">5</td><td colspan="5">Increase Budget to Existing Capital Project</td></tr>
<tr><td colspan="5">Project 12821 - Churchill Park Main Oval Redevelopment (C)</td></tr>
<tr><td>-</td><td>-</td><td>40,880</td><td>-</td><td>(40,880)</td></tr>
<tr><td rowspan="3">6</td><td colspan="5">Add Budget to Existing Project (C)</td></tr>
<tr><td colspan="5">Project 11034 - Dunsborough Non-Potable Water Network</td></tr>
<tr><td>-</td><td>-</td><td>29,183</td><td>-</td><td>(29,183)</td></tr>
<tr><td></td><td colspan="5"></td></tr>
<tr><td>Totals</td><td>-</td><td></td><td>178,063</td><td>(302,000)</td><td>123,937</td></tr>
</table>
CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY
</td>
<td>Budget amendments completed.</td>
<td></td>
</tr>
<tr>
<td>20/03/2024</td>
<td>Finance Committee - 6 March 2024 - Busselton Margaret River Airport Budget Amendment</td>
<td>Completed</td>
<td>
Please action as per resolution.

<u>COUNCIL DECISION</u>

C2403/50 Moved Cr Anne Ryan, seconded Cr Jarrod Kennedy
</td>
<td>30/03/2024 Jennifer May

An RFQ will be issued for the purchase of a new ETD machine with delivery planned before the end of the FY.</td>
<td>31/05/2024</td>
</tr>
</table>

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>

That the Council endorse the following requested budget amendment:

<table>
<tr><th rowspan="2">Item #</th><th>Budgeted Municipal Net Current Position</th><th>Operational Expenditure Budget</th><th>Capital Expenditure Budget</th><th>Grant</th><th>Reserves or Restricted Assets</th></tr>
<tr><td>Increase / (Decrease)</td><td>Increase / (Decrease)</td><td>Increase / (Decrease)</td><td>(Increase) / Decrease</td><td>Increase / (Decrease)</td></tr>
<tr><td rowspan="3">1</td><td colspan="5">From the Airport Infrastructure Reserve</td></tr>
<tr><td colspan="5">To new capital project code to be created</td></tr>
<tr><td>-</td><td>-</td><td>40,000</td><td>-</td><td>(40,000)</td></tr>
<tr><td rowspan="2">2</td><td colspan="5">To SWDC Airport Development Business Case (O) project # 15086</td></tr>
<tr><td colspan="5"></td></tr>
<tr><td></td><td>-</td><td>160,000</td><td>-</td><td>(127,000)</td><td>(33,000)</td></tr>
<tr><td>TOTALS</td><td>-</td><td>160,000</td><td>40,000</td><td>(127,000)</td><td>(73,000)</td></tr>
</table>

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY

</td><td></td><td></td></tr>
<tr><td>20/03/2024</td><td>Audit and Risk Committee - 13 March 2024 - Capability development: risk management and internal audit</td><td>In Progress</td><td>

Please action as per resolution.

COUNCIL DECISION

C2403/51 Moved Cr Jarrod Kennedy, seconded Cr Val Kaigg

That the Council:

1. **Pursuant to the Terms of Reference of the Audit and Risk Committee, supports the proposed implementation program for the improvement of the City's risk management capabilities and the introduction of an internal audit function.**
2. **Approve the allocation of $110,000 in the draft 2024/2025 budget for a new risk officer plus $35,000 consultancy to fund the engagement of a consultant to undertake the internal audit function.**

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

EN BLOC

</td><td>

02/05/2024 Tegan Robertson

Officers have commenced internal processes for relevant recruitment and RFQ.

31/05/2024 Ben Whitehill

Internal Audit RFQ evaluation has commenced.

</td><td></td></tr>
<tr><td>20/03/2024</td><td>Audit and Risk Committee - 13 March 2024 - 2023</td><td>Completed</td><td>

Please action as per resolution.

COUNCIL DECISION

</td><td>

27/03/2024 Ben Whitehill

Compliance Audit Return submitted to DLGSC on 27 March 2024

</td><td>27/03/2024</td></tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
	Compliance Audit Return		**C2403/52** Moved Cr Jarrod Kennedy, seconded Cr Val Kaigg **That the Council adopts the Compliance Audit Return for the period 1 January 2023 to 31 December 2023, as per Attachment 1.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**		
20/03/2024	Audit and Risk Committee - 13 March 2024 - CEO Review of Systems and Procedures Recommendations - Implementation status	Not yet started	Please action as per resolution. **COUNCIL DECISION** **C2403/53** Moved Cr Jarrod Kennedy, seconded Cr Val Kaigg **That the Council acknowledge the status update in relation to the recommendations of the Regulation 17 Review (as at the end of February 2024) and note that the next update will be provided to the Audit and Risk Committee at the meeting on 24 July 2024.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**		
20/03/2024	Community Sport Recreation Facilities Fund - Application	Completed	Please action as per resolution. **COUNCIL DECISION** **C2403/54** Moved Cr Kate Cox, seconded Cr Jarrod Kennedy **That the Council:** **1. Endorses the priority rankings of the application to the Department of Local Government Sport and Cultural Industries' Community Sport and Recreation Facilities Fund as ranking 1 of 1, priority rating B, Geographe Bay Yacht Club – Male and Female Change Room Upgrades.** **2. Endorses an application to the Department of Local Government Sport and Cultural Industries' Community Sport and Recreation Facilities Fund for Geographe Bay Yacht Club – Male and Female Change Room Upgrades.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil**	**02/04/2024 Adrian Fisher** CSRFF submission completed with the Geographe Yacht Club and submitted to DLGSC.	03/04/2024
20/03/2024	Dunsborough Lakes Sports Precinct Pavilion	In Progress	Please action as per resolution. **COUNCIL DECISION**	**02/04/2024 Dave Goodwin** A PCG meeting on Tuesday 2nd April will discuss the procurement approach to this project and expect to go out to tender in the next few weeks.	

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			C2403/58 Moved Cr Val Kaigg, seconded Cr Jarrod Kennedy **That the Council:** **1. Endorse the northern perimeter location (Option 1) as the preferred location to build the Dunsborough Lakes Sporting Precinct Pavilion.** **2. Authorise the CEO to proceed to detailed design for the pavilion, in conjunction with the sporting groups, and to final costing.** **CARRIED 8 / 1** **FOR: Mayor Phill Cronin, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Cr Anne Ryan**	**05/06/2024 Tegan Robertson** Draft concept designs are in progress, further engagement with clubs to follow.	
20/03/2024	Development Application - DA23/0565 - Single House (Outbuilding) - Special Control Area at Lot 5 (No. 60) Adelaide Street, Busselton	Completed	Please action as per resolution. **COUNCIL DECISION** **C2403/59** Moved Cr Kate Cox, seconded Cr Andrew Macnish **That the Council resolve to grant approval for DA23/0565 Single House (Outbuilding) - Special Control Area at Lot 5 (No. 60) Adelaide Street, Busselton subject to the following conditions :** **GENERAL CONDITIONS:** **1. The development hereby approved shall be substantially commenced within two years of the date of this decision notice.** **2. The development hereby approved shall be undertaken in accordance with the signed and stamped, Approved Development Plan(s) (enclosed), including any notes placed thereon in red by the City.** **PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:** **3. The development hereby approved, or any works required to implement the development, shall not commence until the following plans or details have been submitted to the City and approved in writing:** **a) Details of stormwater and surface water drainage. Stormwater to be retained for use and/or infiltration within the lot at a rate of 1m³ per 65m² of impervious area.** **ONGOING CONDITIONS:** **4. The works undertaken to satisfy Condition 2 and 3 shall be subsequently maintained for the life of the development.** **CARRIED 8 / 1** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Cr Jarrod Kennedy**	**03/04/2024 Tegan Robertson** Development approval issued 3 April 2024.	03/04/2024
20/03/2024	RFT01/24 Coastal Shared Path Construction	Completed	Please action as per resolution. **COUNCIL DECISION** **C2403/60** Moved Cr Val Kaigg, seconded Cr Richard Beecroft	**22/04/2024 Matthew Twyman** Tender awarded as per Council resolution.	31/05/2024

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>

1. That the Council endorse the outcome of the evaluation panel's assessment of the tender submissions received in response to RFT 01/24 Coastal Shared Path Construction and accept the tender submission from ES100 Pty Ltd as trustee for the ES100 Trust t/a Earth and Stone WA for separable portions 1, 2 and 3, for a total of $1,090,773 (exclusive of GST) as the most advantageous to the City.

2. That the Council endorse the following requested budget amendments:

<table>
<tr><th></th><th colspan="5">Amendment Description</th></tr>
<tr><th></th><th colspan="5">Project Description</th></tr>
<tr><th rowspan="2">Item #</th><th>Budgeted Municipal Net Current Position</th><th>Operational Expenditure Budget</th><th>Capital Expenditure Budget</th><th>Grant</th><th>Reserves or Restricted Assets</th></tr>
<tr><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>(Increase) / Decrease</th><th>Increase / (Decrease)</th></tr>
<tr><td rowspan="3">1</td><td colspan="5">Increase capital project</td></tr>
<tr><td colspan="5">Project 14887 Coastal Shared Path - Forth St to Holgate (C)</td></tr>
<tr><td>-</td><td>-</td><td>344,633</td><td>-</td><td>(344,633)</td></tr>
<tr><td rowspan="3">2</td><td colspan="5">Reduce capital project</td></tr>
<tr><td colspan="5">Project 14895 Vincent Street to Geographe Bay Road (Reserve 44343) (C)</td></tr>
<tr><td>-</td><td>-</td><td>(32,272)</td><td>-</td><td>32,272</td></tr>
<tr><td rowspan="3">3</td><td colspan="5">Reduce capital project</td></tr>
<tr><td colspan="5">Project 14893 Bay View Cresent - Curtis Bay Lot 62 to Lot 4 (C)</td></tr>
<tr><td></td><td></td><td>(13,433)</td><td></td><td>13,433</td></tr>
<tr><td rowspan="3">4</td><td colspan="5">Reduce capital project</td></tr>
<tr><td colspan="5">Project 14891 Adelaide Street - Lot 11 to Stanley St (C)</td></tr>
<tr><td></td><td></td><td>(51,838)</td><td></td><td>51,838</td></tr>
<tr><td rowspan="3">5</td><td colspan="5">Withdraw from reserve</td></tr>
<tr><td colspan="5">Footpath and Cycleway Reserve [1035]</td></tr>
<tr><td></td><td></td><td></td><td></td><td>(247,090)</td></tr>
<tr><td>TOTALS</td><td>-</td><td>-</td><td>247,090</td><td>-</td><td>(247,090)</td></tr>
</table>

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY

</td><td></td><td></td></tr>
<tr><td>20/03/2024</td><td>Review of infrastructure asset renewal requirements</td><td>In Progress</td><td>

Please action as per resolution.

COUNCIL DECISION

C2403/61 Moved Cr Andrew Macnish, seconded Cr Anne Ryan

That the Council:

</td><td>

05/06/2024 Tegan Robertson

Officers have incorporated the asset renewal figures into the draft LTFP. This draft plan requires further review with elected members, which will be undertaken in the coming months.

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</table>

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>

1. Requires the CEO to incorporate the outcomes of the review of infrastructure asset renewal funding as reported in the Asset Classes of Table 3 in the Summary of this report based on up-to-date (unit) construction rates, into the City's draft LTFP.

2. Refers the matter of consideration of the CEO KPI #4 to its CEO Performance Review Committee for assessment consideration and subsequent recommendation to the Council.

CARRIED 5 / 4

FOR: Cr Anne Ryan, Cr Jodie Richards, Cr Andrew Macnish, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Mayor Phill Cronin, Cr Val Kaigg, Cr Mikayla Love and Cr Kate Cox

</td><td></td><td></td></tr>
<tr><td>20/03/2024</td><td>Business Development, Events and Marketing Program Outcomes - February 2024</td><td>Completed</td><td>

Please action as per resolution.

COUNCIL DECISION

C2403/64 Moved Cr Jodie Richards, seconded Cr Val Kaigg

That the Council:

1. Endorses the following multi-year funding allocations towards the following economic focused events, to be funded from the 2023/2024 – 2025/2026 Events Budgets:

<table>
<tr><th>Event Name</th><th>Officer Recommendation (cash)</th></tr>
<tr><td>Yallingup Shred Fest
25-28 April 2024</td><td>2023/2024 $10,000
2024/2025 $10,000
2025/2026 $10,000</td></tr>
<tr><td>TOTALS</td><td>2023/2024 $10,000
2024/2025 $10,000
2025/2026 $10,000</td></tr>
</table>

2. Endorses the following single year funding allocations towards the following community focused events, to be funded from the 2023/2024 Events Budget:

<table>
<tr><th>Event Name</th><th>Officer Recommendation (cash)</th><th>Officer Recommendation (in-kind)</th></tr>
<tr><td>Busselton Women's Triathlon
14 April 2024</td><td>$5,000</td><td>Approx. $1,000
(ground hire, event fees, billboard hire)</td></tr>
<tr><td>Australian National Police Bowls Championships
17-25 April 2024</td><td>$2,000</td><td>$0</td></tr>
<tr><td>TOTALS</td><td>$7,000</td><td>Approx $1,000</td></tr>
</table>

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY

</td><td>

02/04/2024 Peta Pulford

All applicants advised of outcomes.

</td><td>15/04/2024</td></tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
20/03/2024	Hireable e-Scooter Trial Results	In Progress	Please action as per resolution. **<u>COUNCIL DECISION</u>** **C2403/65** Moved Cr Jarrod Kennedy, seconded Cr Mikayla Love **That the Council** **1. Extends the current trial agreement with Neuron Mobility (Australia) Pty Ltd to 30 November 2024 subject to:** **a) the provision of optimal designated parking locations across the City that do not block thoroughfares and are not of a visual nuisance;** **i) the identification of single use, narrow paths adjacent to the coast and the appropriate application of speed restrictions to these areas.** **2. Notes the results of the community survey undertaken through Your Say, "Hireable e- scooters in the City of Busselton", that 62.4% of local residents to the Your Say survey are opposed to continuing the trial of hireable e-scooters in the City of Busselton and that approximately 50% of those opposing would change their mind if improvements were made, potentially shifting the results to approximately 65% in favour.** **3. Require the CEO to gauge the effectiveness of the improvement measures to address matters of concern raised by the community as a result of the survey, and provide a report to the Council reassessing the trial agreement prior to the peak summer season November 2024 to April 2025.** **CARRIED 6 / 3** **FOR: Mayor Phill Cronin, Cr Jodie Richards, Cr Val Kaigg, Cr Mikayla Love, Cr Kate Cox and Cr Jarrod Kennedy** **AGAINST: Cr Anne Ryan, Cr Andrew Macnish and Cr Richard Beecroft**	**27/03/2024 Tracey Whyte** Request sent to City legal team to progress letter to Neuron Mobility regarding extension of agreement for trial until November 2024. ED Coordinator consulting with Neuron Mobility for identification and strategy of optimal designated parking areas. Consultation commenced with both City Open Spaces team and Civil Works teams for review of proposed locations and strategy. **02/05/2024 Tracey Whyte** Extension of Agreement sent 22 April 2024 and agreed to by Neuron Mobility A meeting held in Busselton 16 April 2024 with Neuron's State Operations Manager and Technical Officer with the Manager ED and Property and ED Coordinator to discuss implementation of improvement measures as follows: Optimal Parking Stations: An initial 12 key prominent parking locations have been identified for installation of Parking decals in consultation with CoB Parks and Open Spaces teams. Neuron to advise CoB date of installation, in coming days. A review of existing designated parking stations underway, consideration of feedback from community for single use path networks, sandy patches where e-scooters can easily topple, to be avoided. Speed on single use, narrow paths adjacent to coast: Neuron has agreed to share mapping system with CoB Officers to audit of coastal paths and identification of areas that are yet to have reduced speed zones implemented. Untidy parking, response time to misparked scooters: Neuron has recently employed a full time Operations Manager based in Busselton to oversee existing grounds staff team to improve timeliness of response times to toppled / misparked e-scooters. Dangerous riding / Rider Behaviour improvements: Neuron will conduct monthly "Scoot Safe" workshops for community, engage with Youth Team and community groups for any identified targeted education session. CoB to be advised of dates of workshops Neuron has agreed will provide a monthly report to CoB on key statistics on reported incidents by which improvement actions can be measured. **05/06/2024 Trevor Ayers** **Optimal Parking Stations:** Neuron has completed installation of parking decals at 13 key locations between Busselton and Dunsborough. The decals will serve as a visual reminder to hirers of the importance of properly parking their e-scooter once their ride is completed. The locations chosen are high profile and popular parking locations, with hardstand areas where the decals can be fixed to the surface; and where it is possible to ensure there is enough space on the hardstand so as to not hinder other users (e.g pedestrian, wheelchairs, cyclists or prams).	

Meeting Date	Item	Status	Action Required	Action Taken	Completed
				Advice on the decal roll out was publicised in a City Media Statement, social media and May 2024 Bay to Bay. Neuron requires that each user take a photo at the end of their journey to confirm they have parked in a compliant manner. Neuron audits these photos to provide corrective education to users who do not park correctly and repeat offenders will be suspended or banned from using the service. In May 2024, Neuron Mobility appointed a full-time team member in Busselton to oversee operations of the on ground staff to ensure timely responses to misparked and toppled e-scooters, helmet litter and local liaison with the City for ongoing improvement measures. Neuron has reported to City officers that grounds staff have been approached by members of the public who have stated they have and will continue to purposefully push over or topple parked e-scooters. Grounds staff will monitor more problematic areas where that has been occurring to include in Neuron's monthly reporting. For the month of May, Neuron responded to 773 toppled e-scooters with an average resolution time of 8.8 hours and responded to 3 mis parked e-scooters, with an average resolution time of 1.4 hours. **Scoot Safe Workshops:** 17th May: Scootsafe event conducted near Busselton Visitor Centre, Busselton Foreshore aimed at encouraging and educating users, the local community, and tourists on correct scooter riding and parking practices. There was 35 participants engaged. Neuron will be conducting their next community safety and awareness "scoot Safe' session in Dunsborough. **Go Slow and restricted ride areas:** Neuron Mobility has provided City officers access to a shared map of their operations area, including all speed limits within the City. City officers have conducted an initial review of the path networks to ensure appropriate application of speed restrictions to these areas. Neuron mobility is very responsive to requests for information on these zones and has in the last week introduced further go slow restrictions of 10km /hour along busier path networks at Officers request. Neuron is constantly monitoring any incidents along the path networks to further refine speed limits in conjunction with City officers and is supplying monthly data on any incident reporting. For the month of May, there was a total of one (1) minor incident reported.	
20/03/2024	Asset Management Funding and Depreciation - Response to Council Decision	Completed	Please action as per resolution. **COUNCIL DECISION** **C2403/66** Moved Cr Andrew Macnish, seconded Cr Anne Ryan **That given the OAG is not prepared to prepare a report as outlined, the CEO to distil the following figures from the 2022/3 Annual Financial Audit and report these to the first workshop of the review of the LTFP:** • **The total value of the City's assets;** • **The total accumulated depreciation booked for all assets;** • **The total funds held in Reserve for the capital improvement of all assets;** • **The total funds held in Reserve for the maintenance of all assets (if different from the above);**	**03/04/2024 Tegan Robertson** Closed. LTFP workshop held with Elected Members on 3 April 2024.	03/04/2024

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>

- **The total contribution of funds to such Reserves in 2022/3;**
- **The total expenditure of funds from such Reserves in 2022/3;**
- **The total depreciation cost for 2022/3; and**
- **The total asset management upgrade/maintenance expenditure for 2022/3.**

CARRIED 7 / 2

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Cr Mikayla Love and Cr Kate Cox

</td><td></td><td></td></tr>
<tr><td>20/03/2024</td><td>You Choose</td><td>In Progress</td><td>

Please action as per resolution.

COUNCIL DECISION

C2403/68 Moved Cr Jarrod Kennedy, seconded Cr Val Kaigg

That the Council:

1. **Endorses the funding distribution of $96,272 to the following preferred projects as chosen by the community through the You Choose community funding program:**

<table>
<tr><td>1</td><td>Please Help Pets of Older Persons (POOPS) Support Vet Care for Beloved Pets</td><td>$8,500</td></tr>
<tr><td>2</td><td>Save our Snake-Neck Turtles! Citizen Science Busselton Turtle Tracker Team</td><td>$11,000</td></tr>
<tr><td>3</td><td>Radiance Network's Outreach 1:1 In-Home Support (Pilot Project)</td><td>$13,800</td></tr>
<tr><td>4</td><td>Dunsborough Community Repair CoOp</td><td>$2,660</td></tr>
<tr><td>5</td><td>Underwater Observatory Evacuation Wheelchair</td><td>$8,802</td></tr>
<tr><td>6</td><td>St Mary’s Anglican Church Footpath Gardens - A beautiful introduction to the City of Busselton</td><td>$12,410</td></tr>
<tr><td>7</td><td>Vasse Community Garden</td><td>$20,000</td></tr>
<tr><td>8</td><td>FireWise Garden Demonstration – Are you bushfire ready?</td><td>$19,100</td></tr>
</table>

2. **Endorses the return of the remaining unallocated funds of $3,728 to the Community Assistance Program budget;**
3. **Confirms its commitment to delivery of a third You Choose community funding program in 2025/26.**

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

EN BLOC

</td><td>

27/03/2024 Stephanie Addison-Brown

Grant agreements issued to successful applicants on 21 March 2024.
Grant payments are pending, awaiting receipt of invoices from applicants.
Projects are to be completed by 30 June 2025 and acquitted by 31 July 2025.

31/05/2024 Stephanie Addison-Brown

All grant recipients have provided their invoices to the City for payment. The next stage is for recipients to deliver their projects with a completion date of 30 June 2025. Acquittals are to be provided following completion.

</td><td></td></tr>
<tr><td>17/04/2024</td><td>Policy and Legislation Committee - 20 March 2024 - Council Policy Review: Purchasing</td><td>Completed</td><td>

Please action as per resolution.

COUNCIL DECISION

C2404/84 Moved Cr Mikayla Love, seconded Cr Andrew Macnish

</td><td>

01/05/2024 Jo Barrett-Lennard

Policy has been updated on City's website, inclusive of resolution number and Council endorsement date.

</td><td>01/05/2024</td></tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			That the Council adopts the amended Council policy: 'Purchasing Policy' (Attachment 1) to replace the current policy. **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**		
17/04/2024	Policy and Legislation Committee - 20 March 2024 - Council Policy Review: Regional Price Preference	Completed	Please action as per resolution. **COUNCIL DECISION** **C2404/85** Moved Cr Mikayla Love, seconded Cr Andrew Macnish **That the Council:** **1. having reviewed the Regional Price Preference Policy as part of the City's policy review cycle, resolves not to make any amendments; and** **2. acknowledges that the CEO will make administrative updates to the strategic context and the name of the responsible directorate.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**	**01/05/2024 Jo Barrett-Lennard** Policy has been updated reflecting administrative changes (Directorate name change)	01/05/2024
17/04/2024	Policy and Legislation Committee - 20 March 2024 - Council Policy Review: Building Insurance and Waste Collection Services	Completed	Please action as per resolution. **COUNCIL DECISION - PART 1** **C2404/87** Moved Cr Andrew Macnish Seconder Cr Jodie R **The Council adopts its Building Insurance Policy (Attachment 1).** **CARRIED 9 /0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **COUNCIL DECISION** **C2404/88** Moved Mayor Phill Cronin Seconder Cr Andrew Macnish **That the Waste Collection Service Policy (attachment 2) be referred back to the P+L committee at its next meeting of 15 May 2024.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil**	**01/05/2024 Jo Barrett-Lennard** Council Policy: Building Insurance has been updated on the City's website, inclusive of Directorate name change, endorsement date and resolution number. Council Policy: Waste Collection Services has been listed for inclusion on the agenda for the Policy and Legislation Committee meeting scheduled for 15 May 2024.	01/05/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
17/04/2024	Budget Amendments - Infrastructure and Environment	Not yet started	Please action as per resolution.		

COUNCIL DECISION

C2404/91 Moved Cr Val Kaigg, seconded Cr Jarrod Kennedy

That the Council:

1. Endorse the following requested budget amendments:

Amendment Description					
Project Description					
Item #	Budgeted Municipal Net Current Position	Operational Expenditure Budget	Capital Expenditure Budget	Grant	Reserves or Restricte Assets
	Increase / (Decrease)	Increase / (Decrease)	Increase / (Decrease)	(Increase) / Decrease	Increase / (Decrease
1	Increase Budget of Existing Capital Project to be funded from the Other Infrastructure Reserve				
	Project 12815 - North Street Drainage Works (C)				
	-	-	80,176	-	(80,176)
2	Reduce Budget of Existing Capital Project from the Other Infrastructure Reserve				
	Project 14884 - Depuch Close - Eagle Bay (C)				
	-	-	(7,617)	-	7,617
3	Reduce Budget of Existing Capital Project from the Other Infrastructure Reserve				
	Project 14885 - Heppingstone & Hale Street Intersection (C)				
	-	-	(26,068)	-	26,068
4	Reduce Budget of Existing Capital Project from the Other Infrastructure Reserve				
	Project 14886 Hester Street Drainage Renewal SLK 0.33 (C)				
	-	-	(8,737)	-	8,737
5	Increase Budget of Existing Capital Project from the Road Reserve				
	Project 12827 - Commonage Road (C)				
	-	-	830,500	-	(830,500)
6	Remove Capital Project which was to be funded from the Road Reserve				
	Project 14864 - Sugarloaf Road - Second Coat Seal (C)				
	-	-	(66,521)	-	66,521
7	Reduce Budget of Existing Capital Project from the Road Reserve				
	Project 14850 Cook Street Asphalt Overlay SLK 0.39 to 1.25 (C)				
	-	-	(109,082)	-	109,082
8	Reduce Budget of Existing Capital Project from the Road Reserve				
	Project 12005 – Payne Road (C)				
	-	-	(161,374)	-	161,374
9	Reduce Budget of Existing Capital Project from the Road Reserve				
	Project 12611 – North Jindong Road (C)				
	-	-	(268,637)	-	268,637
10	Reduce Budget of Existing Capital Project from the Road Reserve				

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>
<table>
<tr><td></td><td colspan="5">Project 14854 – Boallia Road (C)</td></tr>
<tr><td></td><td></td><td></td><td>(85,819)</td><td></td><td>85,819</td></tr>
<tr><td rowspan="3">11</td><td colspan="5">Reduce Budget of Existing Capital Project from the Road Reserve</td></tr>
<tr><td colspan="5">Project 14858 - Artisan Street Asphalt Overlay SLK 0.02 to 0.16 (C)</td></tr>
<tr><td></td><td></td><td>(11,075)</td><td></td><td>11,075</td></tr>
<tr><td rowspan="3">12</td><td colspan="5">Reduce Budget of Existing Capital Project from the Road Reserve</td></tr>
<tr><td colspan="5">Project 14865 - Yallingup Beach Road Reseal SLK 0 to 0.19 (C)</td></tr>
<tr><td></td><td></td><td>(5,894)</td><td></td><td>5,894</td></tr>
<tr><td rowspan="3">13</td><td colspan="5">Reduce Budget of Existing Capital Project from the Road Reserve</td></tr>
<tr><td colspan="5">Project 12842 – Nuttman Road (C)</td></tr>
<tr><td></td><td></td><td>(4,298)</td><td></td><td>4,298</td></tr>
<tr><td rowspan="3">14</td><td colspan="5">Reduce Budget of Existing Capital Project from the Road Reserve</td></tr>
<tr><td colspan="5">Project 15108 - Bussell Highway Resurfacing SLK 0 to 3.8 (C)</td></tr>
<tr><td></td><td></td><td>(2,232)</td><td></td><td>2,232</td></tr>
<tr><td rowspan="3">15</td><td colspan="5">New Captial Project to be funded from the Road Reserve</td></tr>
<tr><td colspan="5">Metricup-Yelverton Road</td></tr>
<tr><td></td><td></td><td>138,134</td><td></td><td>(138,134)</td></tr>
<tr><td>Totals</td><td>-</td><td>-</td><td>291,456</td><td>-</td><td>(291,456)</td></tr>
</table>
2. Note these amendments will completed by the end of the financial year.

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY
</td><td></td><td></td></tr>
<tr><td>17/04/2024</td><td>2023/2024 Community Assistance Program Round 3 Outcomes</td><td>In Progress</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2404/92 Moved Cr Jodie Richards, seconded Cr Anne Ryan

That the Council endorses the following funding allocation, to be funded from the 2023/2024 Community Assistance Program budget:
<table>
<tr><th colspan="2">Applicant</th><th>Allocation</th></tr>
<tr><td>1</td><td>Busselton Community Garden</td><td>$4,337.16</td></tr>
<tr><td>2</td><td>Busselton Hockey Association</td><td>$6,000.00</td></tr>
<tr><td>3</td><td>Busselton Jetty Inc.</td><td>$10,000.00</td></tr>
<tr><td>4</td><td>Busselton Men’s Shed</td><td>$4,080.00</td></tr>
<tr><td>5</td><td>Radiance Network South West</td><td>$9,500.00</td></tr>
<tr><td>6</td><td>Waratah Support Centre</td><td>$10,000.00</td></tr>
</table>
</td><td>05/06/2024 Tegan Robertson

Grant agreements in progress.</td><td></td></tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			TOTAL **$43,917.16** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil**		
17/04/2024	Review of Bush Fire Advisory Committee Terms of Reference	Not yet started	Please action as per resolution. **COUNCIL DECISION** **C2404/94** Moved Cr Mikayla Love, seconded Cr Andrew Macnish **That the Council endorses the attached Terms of Reference for the Bush Fires Advisory Committee (attachment 1).** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **EN BLOC**	**05/06/2024 Tegan Robertson** Bush Fires Advisory Committee terms of reference adopted and published.	1/05/2024
17/04/2024	Busselton Jetty - s43 Prohibition on Fishing (Wire Trace) Order	Completed	Please action as per resolution. **COUNCIL DECISION** **C2404/93** Moved Cr Mikayla Love, seconded Cr Jodie Richards **That the Council requests the CEO to provide advice to the Minister for Fisheries on the positioning of boundaries for the proposed inclusion of the Busselton Jetty and surrounds within the s43 Prohibition on Fishing (Wire Trace) Order, as per Attachment 1.** **CARRIED 6 / 3** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Mikayla Love, Cr Kate Cox and Cr Richard Beecroft** **AGAINST: Cr Val Kaigg, Cr Andrew Macnish and Cr Jarrod Kennedy**	**02/05/2024 Tegan Robertson** Officers have advised DPIRD of the Council's decision. DPIRD representatives have confirmed they have noted the position of the Council on its recommended location for wire trace restrictions in the City of Busselton area, following the outcome of community consultation. DPIRD will be engaging Recfishwest to provide comment on the proposal from the City of Busselton. Following discussions with Recfishwest, DPIRD will provide consolidated advice to the Minister on this matter. Any decisions made by the Minister will then be communicated to the City of Busselton.	02/05/2024
17/04/2024	Albert Street Bus Shelter	In Progress	Please action as per resolution. **COUNCIL DECISION** **C2404/95** Moved Cr Val Kaigg, seconded Cr Jodie Richards **That the Council:** **1. Include $40,000 in the draft annual budget for the 2024/2025 financial year for the design and implementation of a bus shelter for TRANSWA bus services; and**	**05/06/2024 Tegan Robertson** An allocation has been included in the draft 24/25 FY budget. Design and construction is planned to be completed during the 24/25 financial year.	

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			2. Request that the CEO investigate the location and bus shelter design options available, and provide a report on the suitability of available options and expected costs to the Council in the 2024/25 financial year, prior to commencing detailed design and implementation works. **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil**		
17/04/2024	Redevelopment of Old Tennis Club - Headlease and Sublease of Lot 448 Marine Terrace, Busselton	Completed	Please action as per resolution. **COUNCIL DECISION** **C2404/96** Moved Cr Jodie Richards, seconded Cr Mikayla Love **That the Council:** **1. Resolves to enter into a lease with the State of WA in relation to Lot 448 on Deposited Plan 193977 (25 Marine Terrace) Busselton (the Old Tennis Club Building) and delegates power and authority to the Chief Executive Officer to negotiate and agree the lease on the following terms and conditions:** **a. Term: no less than 30 years** b. **Rent: $1000 + GST per year** **c. Permitted purpose: Development and operation of a Café, Gelato and Chocolate Retail Outlet** **d. Such further terms and conditions as required by the CEO.** **2. Resolves to sublease the Old Tennis Club Building to Left Coast Chocolate Pty Ltd, subject to the consent of the Minister for Planning, Lands and Heritage and there being no objections raised through the required section 3.58 (of the Local Government Act 1995) advertising, and delegates power and authority to the Chief Executive Officer to negotiate and agree the sublease on the following terms and conditions:** **a. Term: same as Headlease term (less one day)** **b. Rent:** **Year 1 - $100 + GST** **Year 2 - $16,250 + GST** **Year 3 - $32,500 + GST** **Year 4 - $48,750 + GST** **Year 5 - $65,000 + GST (subject to market rent review)** **Year 6 and onwards – previous year's rent annually reviewed and adjusted in accordance with CPI each year and market reviews to be undertaken on the 5th anniversary of the term and every 5 years thereafter;** **c. Permitted Purpose: Family restaurant/cafe, chocolatier and retail outlet for the sale of chocolate and gelato or other merchandise approved from time to time by the City;** **d. Such further terms and conditions as required by the CEO.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**14/05/2024 Trevor Ayers** Advertising has occurred (closed 10/5/2024). 4 submissions received.	05/06/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
17/04/2024	Busselton Jetty Reference Group Terms of Reference	Completed	Please action as per resolution. **COUNCIL DECISION** **C2404/97** Moved Cr Anne Ryan, seconded Cr Jodie Richards **That the Council:** **1. Adopt the amended Terms of Reference for the Busselton Jetty Reference Group at attachment 1;** **2. Appoint an additional Elected Member to the Busselton Jetty Reference Group;** **a) Member** **Cr Val Kaigg** **b) Deputy** **Cr Mikayla Love** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil**	**01/05/2024 Jo Barrett-Lennard** Terms of Reference has been updated, inclusive of Council endorsement date and resolution number. Updated Terms of Reference have been circulated to Economic and Business Development.	01/05/2024
17/04/2024	Proposed Hangar Lease at Busselton Margaret River Airport	Completed	Please action as per resolution. **COUNCIL DECISION** **C2404/98** Moved Cr Anne Ryan, seconded Cr Jodie Richards **That the Council resolves to advertise the proposed disposition of property in accordance with section 3.58 of the Local Government Act 1995 for the terms and conditions outlined in this report and, if there are no objections, delegates power and authority to the Chief Executive Officer, to negotiate and enter into a lease with Mader Valley Investments Pty Ltd as trustee for Helo Trust for the occupation of a portion of Lot 1974, Deposited Plan 411016, Volume 2931, Folio 507, 86 Neville Hyder Drive, Yalyalup as referred to as D4 on Attachment 1, on the following terms and conditions:** **1. The term of the lease to be 21 years commencing on 14 May 2024 and expiring on 14 May 2045 with a further 21 year option.** **2. The annual rent to commence at $20,790 plus GST with a rent free period from the date of commencement of the Term until the date of Practical Completion or 18 months from the date of commencement of the Term, whichever is earlier.** **3. Rent to be reviewed annually on each anniversary in accordance with CPI, with market rent reviews to be undertaken every 5 years** **4. Permitted purpose aircraft storage and maintenance** **5. Such further terms and conditions as determined by the CEO.** **CARRIED 9 / 0** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Nil** **BY ABSOLUTE MAJORITY**	**13/05/2024 Jennifer May** The lease has been advertised with no objections received. The proponent will be contacted to enter into a lease with the City.	31/05/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
17/04/2024	Behaviour complaints framework	Not yet started	Please action as per resolution. **COUNCIL DECISION** **C2404/102** Moved Cr Andrew Macnish, seconded Cr Jarrod Kennedy **That the Council disband the Behaviour Complaints Committee (and have complaints dealt with by the Council as a whole). Consequential documents to be re-worded to reflect this.** **CARRIED 7 / 2** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Cr Mikayla Love and Cr Kate Cox**		
17/04/2024	Future of Busselton-Sugito Relationship	In Progress	Please action as per resolution. **COUNCIL DECISION** **C2404/104** Moved Cr Jodie Richards, seconded Cr Kate Cox **That the Council:** **1. Authorises a delegation comprising the Mayor, CEO and President of Busselton and Sugito Sister Cities Association (BASSCA) to travel to Sugito in Japan in August 2024 to discuss future proposals for the Busselton-Sugito Sister City relationship.** **2. Approves expenditure of $10,000 from the CEO's 2023/24 contingency budget to fund the cost of the delegation to travel to Sugito for this purpose.** **CARRIED 8 / 1** **FOR: Mayor Phill Cronin, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Cr Anne Ryan**	**09/05/2024 Stephanie Addison-Brown** BASSCA have been advised of the Council Decision and the President of BASSCA is working with Officers to prepare some suggested topics for Council to consider before the delegation departs for Sugito. The flights for the visit have been booked and accommodation confirmed. The itinerary of meetings and visits is being finalised in conjunction with Sugito representatives.	
17/04/2024	Appointment of an Independent External Member - Audit and Risk Committee	Completed	Please action as per resolution. **COUNCIL DECISION** **C2404/107** Moved Cr Andrew Macnish, seconded Cr Mikayla Love	**01/05/2024 Ben Whitehill** Mr Ben Townend has been appointed to the Audit and Risk Committee.	01/05/2024

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>That the Council:
1. Appoint Mr Ben Townend as the independent external member of the Audit and Risk Committee.
ABSOLUTE MAJORITY

2. Pursuant to section 5.100 of the Local Government Act 1995 set the fee for the independent external member of the Audit and Risk Committee at $415 per meeting.
CARRIED 9 / 0
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Nil
BY ABSOLUTE MAJORITY</td><td></td><td></td></tr>
<tr><td>17/04/2024</td><td>Appointment of Independent External Members - Waterways Management Committee</td><td>Completed</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2404/111 Moved Cr Anne Ryan, seconded Mayor Phill Cronin

That the Council
1. appoint the following independent external members to the Waterways Management Committee:
a. Mr Steve Disley
b. Ms Vikki Viela

2. Pursuant to section 5.100 of the Local Government Act 1995 set the fee for the independent external member of the Waterways Management Committee at $415 per Meeting
CARRIED 9 / 0
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Nil
BY ABSOLUTE MAJORITY</td><td>01/05/2024 Danielle Halliday
Appointees informed by digital letter on 26 April 2024 via Director of Infrastructure and Environment.</td><td>01/05/2024</td></tr>
<tr><td>15/05/2024</td><td>List of Payments Made - March 2024</td><td>Completed</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2405/127 Moved Cr Mikayla Love, seconded Cr Jarrod Kennedy

That the Council notes payment of voucher numbers for the month of March 2024 as follows:
<table><tr><td>CHEQUE PAYMENTS</td><td>119898 - 119951</td><td>46,162.05</td></tr><tr><td>ELECTRONIC FUNDS TRANSFER PAYMENTS</td><td>101627 - 102210</td><td>10,273,222.54</td></tr><tr><td>TRUST ACCOUNT PAYMENTS</td><td>EFT# TR000027 - TR000041</td><td>5,578.03</td></tr><tr><td>PAYROLL PAYMENTS</td><td>01.03.2024 - 31.03.2024</td><td>1,823,013.97</td></tr><tr><td>INTERNAL PAYMENT VOUCHERS</td><td>DD #5629 - 5669</td><td>107,778.93</td></tr><tr><td>TOTAL PAYMENTS</td><td></td><td>12,255,755.52</td></tr></table></td><td>29/05/2024 Jo Barrett-Lennard
Noted by Council 15 May 2024</td><td>29/05/2024</td></tr>
</table>

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>CARRIED 8 / 1
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Cr Andrew Macnish
EN BLOC</td><td></td><td></td></tr>
<tr><td>15/05/2024</td><td>Monthly Financial Report - Year to Date 31 March 2024</td><td>Completed</td><td>Please action as per resolution.
<u>COUNCIL DECISION</u>
C2405/128 Moved Cr Mikayla Love, seconded Cr Jarrod Kennedy
That the Council receives the statutory monthly financial report for the period ending 31 March 2024, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations 1996.
CARRIED 8 / 1
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Cr Andrew Macnish
EN BLOC</td><td></td><td>29/05/2024</td></tr>
<tr><td>15/05/2024</td><td>Adoption of Schedule of Fees and Charges for 2024/25</td><td>Completed</td><td>Please action as per resolution.
<u>COUNCIL DECISION</u>
C2409/130 Moved Cr Mikayla Love, seconded Cr Kate Cox
That the Council endorses the Fees and Charges as detailed in the “Schedule of Fees and Charges – 2024/25” as per Attachment 2 – Draft Schedule of Fees and Charges – 2024/25, effective from and including 1 July 2024.
CARRIED 9 / 0
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Nil</td><td></td><td>31/05/2024</td></tr>
<tr><td>15/05/2024</td><td>Leisure Centres Capital Funds</td><td>Completed</td><td>Please action as per resolution.
<u>COUNCIL DECISION</u>
C2405/131 Moved Cr Jarrod Kennedy, seconded Cr Val Kaigg
<table>
<tr><th rowspan="2">Item #</th><th>Budgeted Municipal Net Current Position</th><th>Operational Expenditure Budget</th><th>Capital Expenditure Budget</th><th>Grant</th><th>Reserves or Restricted Assets</th></tr>
<tr><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>Increase / (Decrease)</th><th>(Increase) / Decrease</th><th>Increase / (Decrease)</th></tr>
</table></td><td></td><td>31/05/2024</td></tr>
</table>

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>
<table>
<tr><td rowspan="2">1</td><td colspan="5">New capital project funded from the Furniture Equipment Reserve</td></tr>
<tr><td colspan="5">New Project # TBA– Leisure Centres GLC Spin Bikes (C)</td></tr>
<tr><td></td><td>-</td><td>-</td><td>180,000</td><td>-</td><td>(180,000)</td></tr>
<tr><td colspan="6"></td></tr>
<tr><td>TOTALS</td><td>-</td><td>-</td><td>180,000</td><td>-</td><td>(180,000)</td></tr>
</table>
CARRIED 9 / 0
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Nil
</td><td></td><td></td></tr>
<tr><td>15/05/2024</td><td>Future of the Geographe Leisure Centre</td><td>Not yet started</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2405/132 Moved Cr Andrew Macnish, seconded Cr Jarrod Kennedy

That the Council authorise the CEO to:

1. Commence a site identification process for a new District Leisure and Recreation Centre

2. Undertake further feasibility analysis and assessment to confirm the scope, cost and potential funding sources for the development of a new District Leisure and Recreation facility.

CARRIED 9 / 0
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Nil</td><td></td><td></td></tr>
<tr><td>15/05/2024</td><td>2024-2025 Bushfire Risk Reduction Notice</td><td>In Progress</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2405/135 Moved Cr Jodie Richards, seconded Cr Richard Beecroft

That the Council:

1. Endorse the adoption of the 2024-2025 Bushfire Risk Reduction Notice subject to amending point 5 of the Managed Fuel Area definition within the Notice to read “Unless Managed Vegetation, available Surface Fine Fuel loads must be reduced and maintained at an average compressed depth of 15mm, by Passive Fuel Reduction methods that do not permanently remove or reduce the quantity or occurrence of the native plants, shrubs, and trees within the subject area.

2. Support the planned consultation approach and timeline for implementation of the approved 2024-2025 Bushfire Risk Reduction Notice as described within the officer comment section of this report.

CARRIED 9 / 0
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Nil</td><td>04/06/2024 Rachel Runco

Development of supporting documentation underway.</td><td></td></tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed
15/05/2024	Application for Development Approval - DA23/0468 - Grouped Dwelling - 2/48 Hammond Road, Yallingup	Completed	Please action as per resolution. **COUNCIL DECISION** **C2405/136** Moved Cr Mikayla Love, seconded Cr Jarrod Kennedy **That the Council determines:** **1. That application DA23/0468 submitted for development approval for Grouped Dwelling on Lot 2 (No. 2/48) Hammond Road, Yallingup, is considered by the Council to not be consistent with the Local Planning Scheme No. 21 and the objectives of the zone within which it is located.** **2. To refuse the development application as it does not meet the following matters to be considered when determining a development application as listed under clause 67 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 –*** ***(2)(c) any approved State planning policy;*** **It is deemed that the proposed development does not comply with State Planning Policy 7.3 Residential Design Codes as it does not comply with the design principles of the clause/s –** **Clause 5.1.3 Lot Boundary Setbacks – Proposed setback of 1.5m to the rear (western) elevation in lieu of a deemed-to-comply setback of 6m is considered not to meet the associated design principles namely in terms of having an unacceptable impact upon neighbouring properties in terms of building bulk.** ***(2)(m) the compatibility of the development with its setting, including —*** ***(i) the compatibility of the development with the desired future character of its setting; and*** ***(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*** **It is deemed that the rear (western) elevation and proposed rear (western) lot boundary setback would result in unacceptable building bulk when viewed from the property to the west and would detract from the visual amenity of the neighbouring property.** ***(2)(n) the amenity of the locality including the following — …*** ***(ii) the character of the locality;*** **It is deemed that the rear (western) elevation and proposed rear (western) lot boundary setback would result in unacceptable building bulk when viewed from the property to the west and would be inconsistent with the character of the locality.** **CARRIED 8 / 1** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Cr Andrew Macnish** **EN BLOC**	**04/06/2024 Joanna Wilson** The decision has been issued and submitters notified of the decision.	04/06/2024
15/05/2024	DA17/0866.01 - Application for Modification to Development	Completed	Please action as per resolution. **COUNCIL DECISION** **C2405/137** Moved Cr Anne Ryan, seconded Cr Jodie Richards	**04/06/2024 Joanna Wilson** The decision letter has been issued and submitters notified of the decision.	04/06/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
	Approval - Industry - Extractive (Gravel)		**That the Council determines:** **1. That application DA17/0866.01 submitted for 'Amendment to Development Approval – Industry – Extractive' (gravel) at Lot 2 Nuttman Road and Lot 3 Chapman Hill East Road, Chapman Hill 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 condition 6.4 is not amended as the additional haul route proposed by the applicant is not currently considered suitable from a traffic safety perspective to allow for additional heavy vehicles movements.** **3. That the conditions of Development Approval for the proposal referred to in (1) above be amended as follows –** **GENERAL CONDITIONS:** **1. The development hereby approved is permitted to operate until 31 December 2024. The site shall be fully rehabilitated in accordance with an approved Rehabilitation Management Plan (as approved under condition 3.2) by the expiry date of this development approval.** **2. The owner must ensure that the development is undertaken in accordance with the approved plans and the details contained within the Site and Development Plans and Application Material (Attachment B and C), other than as modified by the conditions below.** **Where there is a conflict between a condition of this development approval and any approved plan, the requirements of the condition shall prevail.** **3. If at any time, any of the conditions have not been complied with, all extraction activities (including haulage) must cease until such time as the breach has been rectified, to the satisfaction of the City in writing.** **PRIOR TO COMMENCEMENT OF ANY WORKS CONDITIONS:** **4. The owner must ensure that no material is extracted from the site or any other works undertaken until the following plans/details have been submitted to, and approved by, the City:** **4.1 Details of a Tree Protection Plan providing for temporary demarcation barriers to be erected to 15m from the crown drip zone of adjacent trees to protect the tree and root system from accidental machinery damage.** **4.2 A Rehabilitation Plan, to be prepared by a suitably qualified natural revegetation practitioner, incorporating like for like revegetation for the area cleared and to be revegetated with native species to provide habitat for black cockatoos and shall include details of the following:** **a) Description of the finished profile of the soils of the extraction area post extraction;** **b) Final ground contours, finished profile with embankments not to be steeper than 1 in 5;** **c) Proposed vegetation assemblage for the area post extraction, given the soil profile, topography and a description of the ecological values and functions that are expected to be returned to the revegetation offset site;** **d) Staging of revegetation process;** **e) Ripping and/or other treatments to the base of the pit;** **f) Spreading of stockpiled topsoil;** **g) Re-use of any stockpiled vegetation;** **h) Planting methodology, native species list (mix of trees, shrubs and ground covers), planting densities;** **i) Criteria for assessment of whether the revegetation has been satisfactorily completed; and**		

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			j) Weed management plan. 4.4 A revised Water Management Plan, including additional details regarding stormwater retention measures to prevent the flow of stormwater into neighbouring properties. 4.5 Details of warning signage to be erected along the transport route. Signage shall include signs on both approaches to the pit along Nuttman Road 100m from the access. 4.6 A Dust Management Plan, including details validating the water supply available for dust suppression to implement the approved and procedures associated with management of dust on the unsealed section of the haul route. 4.7 Details for the upgrading of the existing crossover to ensure that adequate sightlines are achieved. 4.8 Plans for the widening of Nuttman Road to: a) a minimum unsealed carriageway width of 7.0 metres from the crossover to the subject site north to the sealed section of Nuttman Road; and b) Widening of the sealed section of Nuttman Road to 6.2m with 0.80m gravel shoulders (7m formation). *(such plans shall specify the width, alignment, gradient and type of construction proposed for the upgrades, including all relevant horizontal cross-sections and longitudinal-sections showing existing and proposed levels, together with details of vegetation, pinch points and culverts and where necessary how such culverts will be upgraded).* 4.9 A 3D Digital Terrain Model indicating the following in Australian Height Datum: a) Existing ground levels; b) Maximum extraction depths; and c) Minimum final ground levels after rehabilitation. 4.10 The following bonds being provided to the City: a) A road maintenance bond of $20,000 (being an unconditional bank guarantee) to ensure that the surrounding road network is maintained to the satisfaction of the City for the term of the extractive industry. Those portions of public roads affected by the activities related to the approval shall be maintained to a standard acceptable to the City at the cost of the owner. The City may use the bond to maintain the affected public roads as it deems necessary. b) A dust bond of $6,000, which shall be held against satisfactory compliance with the Dust Management Plan. c) A rehabilitation bond of $30,000, which shall be held against satisfactory compliance with Condition 4.2 of this approval. d) Further to conditions 4.10 (a)-(c) (bond conditions), the bonds are to be accompanied by an executed legal agreement with the City at the full cost of the owner. The legal agreement shall include: i. The ability for the City to be able to use the bond, or part of the bond as appropriate, and any costs to the City including administrative costs of completing or rectifying any outstanding works on site in accordance with the conditions of this development approval and any further costs; ii. Written authorisation from the owner of the land that the City may enter the site at any time and permit the City to complete or rectify any outstanding work to the satisfaction of the City; iii. If at any time part of the bond is called upon, used or applied by the City in accordance with the legal agreement, the restoration of the bond to the full amount required by these conditions; and		

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			iv. The ability to lodge a caveat over the site to secure the City's interest. 4.11 Details of a noise bund to the southern boundary to the satisfaction of the City, in addition to the noise reduction measures contained within the Approved Environmental Noise Assessment of Gravel Crushing by Acoustic Engineering Solutions dated 23 October 2020. 4.12 Details of entry signage to be erected within the lot boundaries adjacent to all driveways and pit entrances, visible and legible to vehicles entering/exiting the Site. Signage shall include the following details: a) Approved operating hours; b) Site contact details; c) Approved haulage route and times; and d) School bus times. PRIOR TO COMMENCEMENT OF EXTRACTION CONDITIONS: 5. The owner must ensure that no material is extracted until information setting out that and how the plans and details required by Conditions 2 and 4 have been implemented/has been provided to the satisfaction of the City, and the City has subsequently issued a 'Permit to Commence', confirming that extraction can commence. PRIOR TO COMMENCEMENT OF EXTRACTION, OTHER THAN EXTRACTION FOR UPGRADES TO NUTTMAN ROAD: 6. Notwithstanding Condition 5 above, gravel can be extracted from and crushed on the site for the purpose of upgrading Nuttman Road and/or the crossover, in the following circumstances: a) Where all plans, details and bonds required by Condition 4 have been provided to and approved by the City, and implemented to the satisfaction of the City; and b) With the prior written approval of the City. ONGOING CONDITIONS: 7. The owner must ensure that the plans, details and works undertaken to satisfy Conditions 1, 2, 3, 4, 5 and 6 are subsequently implemented and maintained for the life of the development and, in addition, the following conditions must be complied with: 7.1 The development hereby approved shall be limited to: the excavation or movement of gravel from its natural state on the site; screening of material; crushing of gravel; transportation of gravel within or off the site; associated drainage works and access ways; and rehabilitation works. At no time shall any blasting works be carried out. 7.2 Operating hours, including the use of any vehicle or machinery, or the transportation/haulage of materials, shall be restricted to the hours between: a) 7:00am and 6:00pm Mondays to Fridays; and b) 7:00am and 1:00pm Saturdays for rehabilitation works only. No extractive works are permitted on Saturdays. c) No works of any kind to be carried out at any time on Sundays or public holidays. 7.3 Within one week of each school term's commencement, details of the school bus exclusion time for both am and pm shall be submitted to and approved by the City in consultation with the relevant school bus operators. The times should include the bus operating times on the haulage routes including a 15min exclusion window either side of the earliest and latest bus time.		

Meeting Date	Item	Status	Action Required	Action Taken	Completed
			7.4 The designated haulage route is to the Busselton Bypass, northwards along Nuttman Road to Walsall Road and then north along Chapman Hill Road. No other routes may be used, until trucks have reached the Busselton Bypass. **7.5** A maximum number of 70 truck movements (i.e. 35 trucks entering and 35 trucks exiting the site) shall be permitted on any operating day (i.e. Sundays and public holidays are not operating days). No truck movements shall be permitted on any other day or outside the approved operating hours. **7.6** Notwithstanding Conditions 7.4 and 7.5 above, should more than 70 truck movements per day and/or an alternative haulage route be proposed, a Traffic Management Plan is to be submitted to and approved in writing by the City; with the Plan being submitted to the City at least 7 working days prior to any haulage not consistent with Conditions 7.4 or 7.5 occurring. *Note: The City will only approve additional movements or alternate routes where it is determined that an acceptable Traffic Management Plan has been provided. The City will not approve additional truck movements and/or an alternative haulage route for more than 20 working days in any calendar year. Any additional days will require a Modification to Development Approval to be submitted to, and approved by, the City.* **7.7** No more than 2 hectares shall be worked at any one time; this area shall then be rehabilitated in accordance with the pasture zone 2 details pursuant to Condition 4.2 concurrently with the extraction of the following 2 hectare area. **7.8** The lowest level of excavation shall always be a minimum of 300mm above the maximum water table level and no dewatering works are to be undertaken. **7.9** Further to condition 7.8 (level of extraction), the final land surface (after rehabilitation for pasture) should be 500mm above the maximum seasonal groundwater. **7.10** Native Revegetation Zone 1 of the approved Rehabilitation Plan shall be implemented this planting season in accordance with the approved details, including any notes placed thereon in red by the City. **7.11** The owner must submit to the City annually within three months of every anniversary of the issue of the Permit to Commence certificate a written report detailing the following to the satisfaction of the City: a) A survey conducted by a licensed surveyor certifying: i. The extent/size and location of the area which has been extracted; ii. The extent/size and location of the area which has been rehabilitated; iii. The extent/size and location of the area which is currently under operation; b) Details as to which conditions of this development approval have been complied with and how the conditions have been complied with; and c) No extraction operations, including stockpiling or transportation of extracted material, are to be undertaken on the site at any time when an annual written report is due and has not been submitted to the City. **7.12** No development (including any extraction) may be carried out at any time when any bond that is required to be in force and effect under Condition 4.10 is not in full force and effect. **7.13** Trucks may not arrive at the Site prior to 6:45am and may not leave the Site after the relevant closing time stipulated by condition 7.2. **CARRIED 8 / 1** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Cr Mikayla Love**		
15/05/2024	RFT07/24 Dunsborough Lakes	In Progress	Please action as per resolution.	**05/06/2024 Tegan Robertson** Officers have commenced drafting the letter of award.	

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td>Lansdscape Maintenance</td><td></td><td><u>COUNCIL DECISION</u>

C2405/138 Moved Cr Mikayla Love, seconded Cr Jarrod Kennedy

That the Council endorses the outcome of the evaluation panel’s assessment of the tender submissions received in response to RFT07/24 Dunsborough Lakes Estate Landscape Maintenance and accepts the tender submission from Brody Kuyer as trustee for the Kuyer Family Trust trading as New Image Landscaping and Maintenance as most advantageous to the City.
CARRIED 8 / 1
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Cr Andrew Macnish
EN BLOC</td><td></td><td></td></tr>
<tr><td>15/05/2024</td><td>RFT07/24 Dunsborough Lakes Lansdscape Maintenance</td><td>Not yet started</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2405/138 Moved Cr Mikayla Love, seconded Cr Jarrod Kennedy

That the Council endorses the outcome of the evaluation panel’s assessment of the tender submissions received in response to RFT07/24 Dunsborough Lakes Estate Landscape Maintenance and accepts the tender submission from Brody Kuyer as trustee for the Kuyer Family Trust trading as New Image Landscaping and Maintenance as most advantageous to the City.
CARRIED 8 / 1
FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft
AGAINST: Cr Andrew Macnish
EN BLOC</td><td></td><td></td></tr>
<tr><td>15/05/2024</td><td>Business Development, Events and Marketing Program Outcomes - April 2024</td><td>In Progress</td><td>Please action as per resolution.

<u>COUNCIL DECISION</u>

C2405/139 Moved Cr Andrew Macnish, seconded Cr Jarrod Kennedy

That the Council:

1. Endorses the following single year funding allocation towards the below community focused event, to be funded from the 2023/2024 Events Budget:
<table><tr><th>Event Name</th><th>Event Date</th><th>Cash funding allocation</th></tr><tr><td>Go Blue for June 2024</td><td>1-30 June 2024</td><td>$4,000</td></tr><tr><td>TOTALS</td><td></td><td>$4,000</td></tr></table>2. Recommends the following funding allocations to the below community focused events to be funded from the 2024/2025 - 2026/2027 Events Budgets:</td><td>29/05/2024 Peta Pulford

All applicants advised of outcomes</td><td></td></tr>
</table>

Meeting Date	Item	Status	Action Required	Action Taken	Completed

Event Name	Event Date	Cash funding allocation
Women's Mental Health Soiree	13 July 2024	2024/2025 $0
South West Jiu Jitsu Championship	11 August 2024	2024/2025 $4,000 2025/2026 $4,000 2026/2027 $4,000
South West Japan Festival	16-17 August 2024	2024/2025 $1,000
Dunsborough SongFest	8-10 October 2024	2024/2025 $5,000 2025/2026 $5,000 2026/2027 $5,000
Dunsborough Ladies Classic Bowls Carnival	24-25 October 2024	2024/2025 $1,000
Coastrek	25 October 2024	2024/2025 $5,000
2024 Busselton Show	1-2 November 2024	2024/2025 $10,000 2025/2026 $10,000 2026/2027 $10,000
Pride Wellbeing Festival	1-10 November 2024	2024/2025 $5,000
Dunsborough Street Party	8 November 2024	2024/2025 $10,000 2025/2026 $10,000 2026/2027 $10,000
White Ribbon Silent March	26 November 2024	2024/2025 $2,000
Christmas in Mitchell Park	13 December 2024	2024/2025 $5,000 2025/2026 $5,000 2026/2027 $5,000
Vasse Community Christmas Festival	14 December 2024	2024/2025 $5,000 2025/2026 $5,000 2026/2027 $5,000
Taj's Small Fries	15-19 January 2025	2024/2025 $10,000 2025/2026 $10,000 2026/2027 $10,000
Art in the Park	17-19 January 2025	2024/2025 $1,000 2025/2026 $1,000 2026/2027 $1,000
Busselton Junior Tennis Tournament	19-22 January 2025	2024/2025 $2,000 2025/2026 $2,000 2026/2027 $2,000
Dunsborough Arts Festival (additional funding)	28 February – 4 March 2025	2024/2025 $5,000
March Open Tennis Tournament	1-4 March 2025	2024/2025 $3,500 2025/2026 $3,500 2026/2027 $3,500
Busselton Fringe Festival	1-30 March 2025	2024/2025 $25,000 2025/2026 $25,000 2026/2027 $25,000
Down South MTB Festival	31 May – 1 June 2025	2024/2025 $3,000 2025/2026 $3,000 2026/2027 $3,000
TOTALS		**2024/2025 $102,500**

Meeting Date	Item	Status	Action Required	Action Taken	Completed

		2025/2026 $83,500 **2026/2027 $83,500**

3. Recommends the following funding allocations to the below economic focused events to be funded from the 2024/2025 - 2026/2027 Events Budgets:

Event Name	Event Date	Cash funding allocation
Busselton Caravan & Camping Show	21-22 September 2024	2024/2025 $10,000
Shelter Garden Party	12 October 2024	2024/2025 $5,000
Cape to Cape MTB	17-20 October 2024	2024/2025 $12,500 2025/2026 $12,500 2026/2027 $12,500
Tour of Margaret River – Busselton event hub	31 October – 3 November 2024	2024/2025 $10,000
Pair'd, Margaret River Region	14-17 November 2024	2024/2025 $25,000
Yahava KoffeeWorks Cool Water Classic	16 November 2024	2024/2025 $18,750 2025/2026 $18,750 2026/2027 $18,750
IRONMAN WA FOC Room Nights	27 November – 1 December 2024	2024/2025 $20,000 2025/2026 $20,000 2026/2027 $20,000
IRONMAN WA Volunteer Program	27 November – 1 December 2024	2024/2025 $20,000 2025/2026 $20,000 2026/2027 $20,000
Yallingup Malibu Classic	1 December 2024	2024/2025 $4,000 2025/2026 $4,000 2026/2027 $4,000
The Beerfarm Rodeo	28 February – 1 March 2025	2024/2025 $15,000
Trans Cape SwimRun	8 March 2025	2024/2025 $4,375 2025/2026 $4,375 2026/2027 $4,375
Alcohol. Think Again Beach Volleyball Tour	8-9 March 2025	2024/2025 $2,500
XTERRA Dunsborough	5-6 April 2025	2024/2025 $12,500 2025/2026 $12,500 2026/2027 $12,500
A'Van Club of Australia	28 April – 5 May 2025	2024/2025 $3,000
Australian Women Pilots' Association Annual Conference 2025	30 April – 4 May 2025	2024/2025 $3,000
Busselton Festival of Triathlon	2-4 May 2025	2024/2025 $70,000 2025/2026 $70,000 2026/2027 $70,000
TOTALS		**2024/2025 $235,625** **2025/2026 $162,125** **2024/2025 $162,125**

<table>
<tr><th>Meeting Date</th><th>Item</th><th>Status</th><th>Action Required</th><th>Action Taken</th><th>Completed</th></tr>
<tr><td></td><td></td><td></td><td>

4. That all City of Busselton funding recipients be informed their funding is contingent upon the recipient/s collecting and reporting in their acquittal the data relevant to the economic development or other benefit of their event. The acquittal report will be assessed by the City and will inform ongoing funding considerations including contractual obligations for subsequent years.

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

BY ABSOLUTE MAJORITY

</td><td></td><td></td></tr>
<tr><td>15/05/2024</td><td>Busselton and Dunsborough Yallingup Chambers of Commerce and Industries - Funding Proposal</td><td>Not yet started</td><td>

Please action as per resolution.

COUNCIL DECISION

C2405/140 Moved Cr Andrew Macnish, seconded Cr Jodie Richards

That the Council:

1. Endorse the following funding allocations from the Business Development, Events and Marketing Program (BDEMP) reserve:

Organisation	Financial Year	Funding allocation
Busselton Chamber of Commerce and Industry (BCCI)	2023/24 budget	$60,000
	2024/25 budget	$60,000
Dunsborough-Yallingup Chamber of Commerce and Industry (DYCI)	2023/24 budget	$40,000
	2024/25 budget	$40,000

2. To give effect to the funding allocations in resolution 1, enter into separate muti year funding agreements for the 2024/25 and 2025/26 financial years with BCCI and DYCCI that include:

a. measurable key performance indicators (KPIs) including one requiring the reporting of economic benefit / value of the Chamber's initiatives that quantifies the return on the funding invested.

b. targets to increase long-term financial sustainability;

c. a condition that year two funding is dependent on the KPIs being met or exceeded; and

d. a condition requiring a presentation to the Elected Members of performance against KPIs by 30 April each year, followed by a formal written report submitted to the City by 22 May each year, which will then form the basis for an officer report to the Council (in June).

CARRIED 9 / 0

FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft

AGAINST: Nil

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Meeting Date	Item	Status	Action Required	Action Taken	Completed
15/05/2024	Lease of the proposed Marine Discovery Building	Not yet started	Please action as per resolution. **COUNCIL DECISION** **C2405/141** Moved Cr Jodie Richards, seconded Cr Andrew Macnish **That the Council:** **1. Provide in principle support to enter into a lease with Busselton Jetty Inc (BJI) for the construction and operation of a Marine Discovery Building, as per the concept design in attachment 1, situated within Lot 501, Reserve 38558, Busselton Foreshore, as depicted in attachment 2, subject to state and federal government approval of funding and authorisation to commence the project.** **2. Agree that the terms and conditions of the lease are to be subject to a further report and decision of the Council, and are to consider:** **a. Responsibilities for the maintenance and insurance of the asset;** **b. Annual costs and budget to maintain and insure the asset; and** **c. The financial benefit to the Jetty Maintenance Reserve.** **CARRIED 6 / 3** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Andrew Macnish and Cr Richard Beecroft** **AGAINST: Cr Mikayla Love, Cr Kate Cox and Cr Jarrod Kennedy**		
15/05/2024	Elected Member Information Bulletin	Completed	Please action as per resolution. **COUNCIL DECISION** **C2405/142** Moved Cr Mikayla Love, seconded Cr Jarrod Kennedy **That the items from the Councillors Information Bulletin be noted*:** • **Minutes of Committee Meetings** • **Minor Donations Program** • **Current Active Tenders** • **State Administrative Tribunal Reviews Update** • **Council Resolution Status Update** • **Civil Litigation Update** • **Correspondence from Hon David Templeman MLA Minister for Culture and the Arts; Sport and Recreation; International Education; Heritage** • **Correspondence to Hon Chris Bowen MP Minister for Climate Change and Energy** ***Shall not be in any way read that the Council endorses or supports or agrees with the matter being 'noted'. In addition, this 'noting' form of communication does not excuse any party from any obligation or responsibility in relation to the matter/s being 'noted'. It is simply a recognition that the CEO has authorised the placing of the information (being 'noted') on the public Council agenda (as opposed to other media or not at all).*** **CARRIED 8 / 1** **FOR: Mayor Phill Cronin, Cr Anne Ryan, Cr Jodie Richards, Cr Val Kaigg, Cr Mikayla Love, Cr Kate Cox, Cr Jarrod Kennedy and Cr Richard Beecroft** **AGAINST: Cr Andrew Macnish** **EN BLOC**	**29/05/2024 Jo Barrett-Lennard** Bulletin noted 15 May 2024	29/05/2024
12/2021	EXPRESSION OF INTEREST - RESERVE	Completed	Please action as per resolution.	**27/12/2023 Sharon Woodford-Jones**	02/05/2024

Meeting Date	Item	Status	Action Required	Action Taken	Completed
	46187 LOT 448 MARINE TERRACE; OLD TENNIS CLUB BUILDING		**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**	The proponent recently updated City officers in relation to the likely service requirements to the premises. They are nearly finished with the rebranding exercise which can be presented to Council in the New Year. CEO has confirmed that their preferred proponent status can be extended by letter **02/05/2024 Tegan Robertson** Complete. See C2404/98.	
02/2023	RESERVE 46187 LOT 448 MARINE TERRACE: OLD TENNIS CLUB BUILDING PREFERRED PROPONENT EXTENSION	Completed	Please action as per resolution. **COUNCIL DECISION** **C2302/024 Moved Councillor P Carter, seconded Councillor K Cox** **That the Council extends the 'preferred proponent' status for Geographe Bay Brewing Co. as potential lessee of Reserve 46187 – Lot 448 Marine Terrace, Busselton until 31 December 2023** **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**	**03/08/2023 Tiffany Sweatman** 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. **02/05/2024 Tegan Robertson** Complete. See C2404/98.	02/05/2024

CIVIL LITIGATION REPORT

(as at 6 June 2024)

MATTER NAME AND REFERENCE	JURISDICTION	DATE COMMENCED	STAGE COMPLETED	NEXT STEPS
BCP Contractors Pty Ltd v City of Busselton (PER CIV 1797 2020)	Supreme Court of Western Australia	July 2020	Matter was referred to the City's insurer, LGIS, who have instructed lawyers. The proceedings are being managed by the City's insurers.	Listed for a Case Management Conference on 18 June 2024
Eichenberg v City of Busselton & Anor (PER CIV 2226 2020)	Supreme Court of Western Australia	December 2020	Matter was referred to the City's insurer, LGIS, who have instructed lawyers. The proceedings are being managed by the City's insurers.	Listed for a Case Management Conference on 16 July 2024
Stacey Rouse v City of Busselton and others (CIV 2717 of 2021)	District Court of Western Australia	July 2021	Matter was referred to the City's insurer, LGIS, who have instructed lawyers. The proceedings are being managed by the City's insurers.	Awaiting programming

City of Busselton
Geographe Bay

MINUTES

BUSSELTON JETTY REFERENCE GROUP (BJRG)

COUNCIL CHAMBERS, CITY OF BUSSELTON, ADMINISTRATION BUILDING

FRIDAY 17TH MAY 2024, 9:30AM

Present	Apology	Present	From
Voting Members			
✓		Cr Anne Ryan (AR) - *Chair*	Councillor, City of Busselton
✓		Cr Jodie Richards (JR)	Councillor, City of Busselton
	✓	Cr Valerie Kaigg	Councillor, City of Busselton
✓		Lisa Shreeve (LS)	CEO, Busselton Jetty Inc.
	✓	Tash Teakle (TT)	Chair, Busselton Jetty Inc.
	✓	Sinan Kerimofski (SK)	Deputy Chair, Busselton Jetty Inc
✓		Ray Mountney (RM)	Board Member, Busselton Jetty Inc - Proxy
Non-Voting Members			
	✓	Tony Nottle (TN)	CEO, City of Busselton
✓		Maxine Palmer (MP)	Director, Economic & Business Development, City of Busselton
Visitors			
✓		Tiffany Sweatman – *Minute Taker*	Executive Assistant, City of Busselton
✓		John Farrier (JF)	Facilities Maintenance Coordinator, City of Busselton

MINUTES

Item	Discussion
1. Declaration of Opening	• Meeting declared open by AR at 9.40am
2. Attendance/Apologies	• As noted above
3. Declarations of Interest	• None
4. Confirmation of Minutes	• Minutes from meeting 16th February 2024 confirmed by RM, seconded by AR.
5. Business arising from Previous Minutes	**5.1 Solar Panel Proposal** • The solar panel funding that was available to local Governments has two rounds, the City was unable to meet the timeframes for the first round as a number of buildings are being considered for the funding application. Only one submission to either round is permitted. The City will be ready for the next round when that opens. Not sure at this stage when that is. • LS – BJI have $10k from the City's Community Assistance Program and need a further $60k for solar on the Underwater Observatory and Interpretive Centre. BJ previously requested $30k is funded from the Jetty maintenance reserve and BJI contribute $30k. LS asked if waiting to see if the local government grant will be successful in 6 to 12 months is better than getting it done now. and could the JMR then be refunded if the grant was obtained? MP – There's obviously no 100% guarantee when you put in any grant application, but what we're hearing is there is a high success rate with renewable energy and solar panel initiatives. I don't think we need to rush it. RM – Would it hurt the application in terms of if we have already done it and spent the money? MP – Yes you can't apply for funding retrospectively. **5.2 Cruise Ship Marine Berthing Charges** • MP – We will be undertaking extensive benchmarking again to review the cruise ship marine berthing charges. We weren't able to do that for this round of fees and charges that were just adopted by Council for public advertising. This is still a work in progress. AR – Any particular date that you can give us? MP – I will aim for the next meeting. **5.3 Licence Agreements and Management Order**

City of Busselton
Geographe Bay

	• MP – Both were circulated prior to last meeting for reading by members, so everyone is familiar with content. It's particularly relevant for a discussion around the BJI operational update report, as some of the KPIs may no longer be of interest. It would be good to focus on what we want BJI to be monitoring and reporting back to the group. AR – Considering that we currently have a consultant looking at the CEO's KPI's, would it be something that would be relevant to do for this project as well considering it is probably one of our biggest arrangements. KPI's are obviously only as good as the KPI itself and you don't want to be setting a KPI that you have to jump through hoops to get to, is it something that we as Councillors need to set together with BJI using a consultant? Is that something BJI would be open to or do you feel that the ones that we've got already just need to be tweaked? LS – I think it comes back to the joint councillor and BJI Board member strategy session in terms of where we want to go in the future with the master plan for the jetty and we've also talked about sustainable tourism management. It would be preferable to have a discussion not just for the jetty but everything in terms of tourism, the license and the KPIs, or we are putting the cart before the horse. If we set KPI's before we've actually worked out where we are going, it's like driving the bus without a destination. AR – Perhaps this needs to be actioned. It has been noted that councillors have had a meeting with an external consultant (Liane Cretney Barnes) but we haven't had a meeting with BJI as a partnership arrangement. LS – It's becoming quite time critical. We have done a number of discussion papers that were sent to the City last August and we progressing the $16M funding for the proposed Marine Discovery Centre (MDC), and we are still trying to meet some of the original grant obligations for the semi-permanent infrastructure at the end of the jetty. We need to make sure we are all on the same page before we look at other projects. MP – A road map for a recent councillor briefing session was developed. We thought it would be a good idea to do a review of the 50 year maintenance plan first to look at whether there has been any improvements with the maintenance that has been done to date to smooth over the forecast spikes. That would give us a quantifiable figure as to what the gap is in terms of what needs to go into the reserve to cover those spikes off. This is really the driver for the City in terms of maintaining the structure. Once we have that figure, forecast against known income that is also going into the reserve from other commercial leases on the foreshore, then we would be able to have a discussion about what's reasonable to expect BJI to contribute to that gap. JF – The inspection is due at the end of May, and it takes 4-6 weeks to produce the report. We will do an internal review and then will get a final version, from there we can look at taking the next step. MP – We should know at that point whether we are proceeding with the proposed MDC, because that will be a major contributor into the reserve as well. It needs to be an action, but I think there's pieces of the puzzle that need to come together so we're more informed to have that conversation. What will the license agreement look like and then how would we measure it and what we're all trying to achieve through that arrangement. LS – I think with CPI, the current FY figures about $1.6M should go in if we included the spike. If we know the report results in 6 weeks and it's roughly the same or slightly close to it, do we need to wait for an exact $ figure to have a session where we talk about sustainable tourism management or could we let that continue concurrently in the background . I am conscious that we have to put in a development application for a marquee at the end of the jetty and that's a 90 day turn around, so it would be nice to have all that organised before next summer.

City of Busselton
Geographe Bay

AR – I agree that there's more to the jetty than just the spikes and the new councillors in particular need to be informed. What things are going to challenge us in the future when we go down a shared pathway? I would have liked to have the meeting with Liane Cretney Barnes either after meeting with BJI or in conjunction with meeting with them.

JF – It's important to remember as part of the 50 year review, that we probably need to revisit our assumptions that we made of in terms of funding and interest rates, because that has a huge effect on the 30-40 year projections.

MP – The advice from Liane after the session with councillors, was to flesh out the critical success factors that councillors had arrived at, then have another session with councillors before a joint session with BJI, to delve a bit deeper into some of those conversations because they were very high level at the first workshop. I can follow up with Liane and get another workshop organised for councillors with a view to having that joint session earlier in parallel.

AR – I disagree, I think we need to meet with BJI. It wasn't clear what was trying to be achieved at the meeting with the Councillors and Liane. I didn't know why I was there.

LS – We don't know what the issues were that were raised at that meeting, the point that the BJI board want to make is that we want to be part of the solution and we've got ideas on how to solve some of those tourism type questions that we generally have heard come up.

RM – We need that meeting early to frame this up because the credibility of Council and BJI is at stake over the ad hoc actions that are happening. There are too many questions about what we are doing or not doing. We need a framework where councillors and BJI have a plan and understand where they're trying to get to at the end. We have the airport, we have a world class beach front which the jetty is the centrepiece of. Those things need to be framed up in a total City of Busselton Strategic Plan for the next 30/40 years., and then we can work with that, we can then understand what we are working with, can get an idea of what you're trying to achieve and where we're going with it. So, I think the conversation needs to be sooner rather than later.

MP – As non-voting member of the group, it's unanimous from the voting members that's the course of action you'd like to happen, I will action organising a joint strategic workshop to masterplan the jetty and aim for August for this to occur. I don't believe there will be Councillors available before then.

5.4 CCTV

- LS – The CCTV cameras are end of life. Are there grants available that the City or BJI could apply for to help with the cost to replace them? A few years ago there were grants available that BJI could have applied for as not-for-profit but the City couldn't.

  JF – Not aware of any grants, but it is in the budget for next year to put new cameras in.
- Discussion ensued around a funding pool for CCTV of $20k that was through BDEMP.

  TS to circulate with the minutes, details of the CCTV funding program and also the business initiatives and marketing program funding program.

5.5 Rangers

- LS – Have had some discussions with Rachel Runco from CoB, RR confirmed that the rangers do have authority of jetty local laws. A further meeting has been requested. MP to follow up.
- LS – Had meeting with Megan from the CoB Safety Team because there was some confusion over the safety risks and BJI being the PCBU, LS pointed out there's joint responsibility for safety risks, evacuations etc.

  AR – Needs to be clear who the PCBU is, if the jetty is licensed to BJI.

  LS – Advised during opening hours, BJI is but after hours? MP to organise a meeting to agree responsibilities.

City of Busselton
Geographe Bay

6. BJI Operations Report	The group were asked for feedback on the BJI operational KPI report. It was felt it is probably just a work in progress that can be added to or changed over time.
7. Reports	• Questions on tabled reports: • AR asked if BJI had completed the installation for the temporary MDC in the Ballaarat Room. LS advised yes and will arrange a walk through for BJRG members prior to opening. • LS asked JF about the platform potentially collapsing under the weight of the jetty swim spectators. JF advised the jetty is designed for a pedestrian load of 500kg per square metre. LS asked if this also applied to the train platform. LS thought some of the wood was deteriorating. JF advised nothing had been picked up on the inspection report that was done recently but he will check.
8. Jetty Reserve Movements	• MP – A report was provided at last meeting and this will be updated as part of the budget for next year. The updated budget will be tabled at next meeting.
9. CoB/BJI Joint Strategy Development	• Previously discussed.
10. General Business	**10.1 Memorial Plaque applications** • Limited space available now for more plaques. There are 5 that can be removed because they are illegible. Discussed adding another handrail to put new plaques on and moving some plaques to around the crane. • AR asked if in the Interpretive Centre there could be digital memorial dedications and to also think about the new proposed MDC building and if something could be done there. Perhaps incorporating jetty timber into the landscaping for plaques. There needs to be clear definitions for plaques and dedications: ie: Jetty hosts could be part of the new MDC or electronic, BJI board members should have plaques on the jetty, people who enjoyed fishing (existing plaques) could go round the crane. AM suggested the Council policy will need to be reworded, after a BJI board meeting discussion. BJI could possibly do a presentation to the Policy & Legislation Committee on the proposed changes, the next meeting is July. LS to submit suggested tracked changes to the Policy. • TS to advice the two applicants their requests are deferred to the next meeting. **10.2 Proposal to remove local walk pass fee** • LS –Discussed the benefits and impacts of removing this fee. Would be good to give back to the ratepayers. Last year there were 2,333 annual walk passes sold to residents at $4 each. • MP – The fee is in the fees & charges that have just been adopted for advertising by the Council. If the group made a recommendation for the local walk pass fee to be removed, this could be proposed in the report to the Council to adopt the fees. Members voted to support the proposal to remove the local walk pass fee in the appropriate Council agenda report. **10.3 Proposed Marine Discovery Centre (MDC)** • LS – There is a Project Control Group (PCG) meeting on 21 May. The independent assessment of the business case and the financial are complete. The return on investment cost benefit ratio was 6.2. Anything over a 1 is good, therefore 6.2 is excellent. RM – The strategy for this building between the two organisations needs to be very clear. AR – BJI need to articulate to councillors what BJI's vision is, so that they can relay that message to the community.

City of Busselton
Geographe Bay

11.	

Next meeting: Friday 16th August 2024.
Meeting closed: 10.59 am

ACTIONS			
No	**Action**	**Responsible**	**Status**
1	Review the cruise ship marine berthing charges	MP	Open
2	Discuss with CEO of CoB a strategic planning workshop with BJI and Councillors in August.	MP	Open
3	Organise meeting with Rachel Runco with regards to responsibilities for PCBU, safety risks/clarify roles.	MP	Open
4	Check inspection report with regards to deteriorating wood beams.	JF	Open
5	Submit proposed changes to the Memorial Plaque policy.	LS	Open

City of Busselton
Geographe Bay

Contact: Ben Whitehill
(08) 9781 1752

16 May 2024

Hon Chris Bowen MP
Minister for Climate Change and Energy
PO Box 6022
House of Representatives
Parliament House
CANBERRA ACT 2600

By email: offshorerenewables@dcceew.gov.au

Dear Minister Bowen

PROPOSED OFFSHORE WIND AREA IN THE INDIAN OCEAN OFF BUNBURY

I refer to the Notice of Proposal to Declare an Area – Indian Ocean off the Bunbury region in Western Australia dated 20 February 2024 (**Proposal**) and the email from Michael Moore at the Department of Climate Change, Energy, the Environment and Water (DCCEEW) dated 1 May 2024 stating that the Minister for Climate Change and Energy would be sending a letter to allow more time for the City of Busselton (City) to provide a response to the consultation.

I write to advise that at a special council meeting on 1 May 2024 the City's Council resolved to make a submission on behalf of electors and community members who attended a special meeting of electors, requested by electors, on 24 April 2024. That meeting was attended by approximately 130 electors and community members and at that meeting they collectively expressed strong concern about the Proposal.

The key issues raised by those who attended the special meeting of electors are summarised as follows:

Issues with the public consultation process

- The public consultation by DCCEEW in Busselton was inadequate because it was held at an inconvenient time at a facility that was not fit for purpose without consideration for the elderly or people with impaired hearing.
- Flyers about the Proposal were only delivered sporadically.
- The nature of the consultation was chaotic and unfriendly, delivered by unqualified staff who were unable to provide answers to the questions asked.
- DCCEEW staff had no knowledge and were not aware of the local considerations about the Proposal.

Impacts of the Proposal on the business and tourism industry

- Busselton has a significant reliance on tourism (intrastate, interstate and international).
- There is a strong reliance on our natural environment for our tourism products and the prosperity of our region.
- Industrialization of pristine ocean will negatively impact tourism, and damage to marine ecosystems is a significant risk to the tourism industry.

- The destruction of the marine environment is likely to inhibit the attraction of high value visitors to the region.
- Concerns were also raised about electricity prices and the impacts on affordability for local businesses and tourists.

Impacts of the Proposal on the marine environment

- The Proposal is likely to have significant adverse effects on fragile marine ecosystems.
- There is a risk of potential interruption to the natural flow of the Leeuwin current.
- There may be impacts on migrating birds, both ocean based and those that use the Ramsar wetlands as well as impacts on rock lobster and associated industry.
- High voltage cables will cause segregation of marine environments as well as impacts associated with electromagnetic fields on sessile and benthic species.
- Infrasound and other noises associated with construction will impact cetaceans (whales, dolphins).
- Wind turbines will contribute to pollution of the marine environment (for example hydraulic fluids, oils and microplastics).

Impacts of the Proposal on real estate and development

- Real estate prices will be adversely affected by offshore wind developments.
- There will be increased industrial traffic on roads like Bussell Highway.
- The creation of a new offshore wind industry will create additional pressure on the existing housing shortages.
- There is a lack of information about where transmission infrastructure will be located.

The City supports the local efforts of individuals and community groups seeking to stop the development and requests that the Minister give appropriate consideration to the concerns that were raised when deciding whether to declare an area.

If you would like to discuss this further or if you require any further information, please contact Ben Whitehill, Manager Legal, Governance and Risk on (08) 9781 1752.

Yours sincerely

Tony Nottle
CHIEF EXECUTIVE OFFICER

From: offshorerenewables
To: Corné Lombard; offshorerenewables
Cc: Ben Whitehill; Tony Nottle; Moore, Michael
Subject: RE: Correspondence - Proposed offshore wind area in the Indian Ocean off Bunbury [SEC=OFFICIAL]
Date: Tuesday, 28 May 2024 11:48:49 AM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png

This email is from outside the CoB. Links or attachments may not be safe.

Hi Corné,

Thank you for sending this through. Confirming receipt and that this will be formally considered as part of the consultation process.

Kind regards,
Ben

Ben Van Leeuwen

Net Zero Industries Division | Offshore Renewables Branch | Implementation Section
Department of Climate Change, Energy, the Environment and Water
[redacted]

From: Corné Lombard <Corne.Lombard@busselton.wa.gov.au>
Sent: Thursday, May 16, 2024 6:17 PM
To: offshorerenewables <offshorerenewables@dcceew.gov.au>
Cc: Ben Whitehill <Ben.Whitehill@busselton.wa.gov.au>; Tony Nottle <Tony.Nottle@busselton.wa.gov.au>
Subject: Correspondence - Proposed offshore wind area in the Indian Ocean off Bunbury

You don't often get email from corne.lombard@busselton.wa.gov.au. Learn why this is important

Good afternoon Minister Bowen,

Please find attached correspondence from Tony Nottle, CEO City of Busselton regarding Proposed offshore wind are in the Indian Ocean off Bunbury

Yours Kindly,

Corné Lombard
Executive Assistant to the CEO
P: (08) 9781 0445
Corne.Lombard@busselton.wa.gov.au

2 Southern Drive, Busselton WA 6280
Locked Bag 1, Busselton WA 6280
(08) 9781 0444
www.busselton.wa.gov.au

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The City of Busselton acknowledges the Traditional Custodians, the Wadandi people, on whose land we are living, and pay our respects to Elders, past, present and emerging.

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City of Busselton
Geographe Bay

Contact: Ben Whitehill
(08) 9781 1752

17 May 2024

Hon. Don Punch MLA
Minister for Regional Development; Disability Services;
Fisheries; Seniors and Ageing; Volunteering
9th Floor Dumas House
2 Havelock Street
WEST PERTH WA 6005

By email: Minister.Punch@dpc.wa.gov.au

Dear ~~Minister~~ Punch Don

PROPOSED OFFSHORE WIND AREA IN THE INDIAN OCEAN OFF BUNBURY

I refer to the Notice of Proposal dated 20 February 2024 made by the Federal Minister for Climate Change and Energy to Declare an Area for offshore wind in the Indian Ocean off the Bunbury region in Western Australia (**Proposal**).

At a special council meeting held on 1 May 2024, in response to special meeting of electors on 24 April 2024, the City of Busselton's Council resolved to write to you to request your views on the Proposal.

I therefore write to respectfully request that you share your views on the Proposal, whether you support or oppose the Proposal and your reasons for holding that view.

Yours sincerely

Phill Cronin
MAYOR

All Communications to:

T (08) 9781 0444
E city@busselton.wa.gov.au

Locked Bag 1 Busselton WA 6280
www.busselton.wa.gov.au

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City of Busselton
Geographe Bay

Contact: Ben Whitehill
(08) 9781 1752

17 May 2024

Hon. Roger Cook MLA
Premier; Minister for State and Industry Development,
Jobs and Trade; Public Sector Management; Federal-State Relations
13th Floor Dumas House
2 Havelock Street
WEST PERTH WA 6005

By email: wa-government@dpc.wa.gov.au

Dear Premier Cook

PROPOSED OFFSHORE WIND AREA IN THE INDIAN OCEAN OFF BUNBURY

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City of Busselton
Geographe Bay

Contact: Ben Whitehill
(08) 9781 1752

17 May 2024

Hon Tanya Plibersek MP
Minister for the Environment and Water
PO Box 6022
House of Representatives
Parliament House
CANBERRA ACT 2600

By email: tanya.plibersek.mp@aph.gov.au

Dear Minister Plibersek

PROPOSED OFFSHORE WIND AREA IN THE INDIAN OCEAN OFF BUNBURY

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Contact: Ben Whitehill
(08) 9781 1752

City of Busselton
Geographe Bay

17 May 2024

Hon. Reece Whitby MLA
Minister for Energy; Environment; Climate Action
7th Floor Dumas House
2 Havelock Street
WEST PERTH WA 6005

By email: Minister.Whitby@dpc.wa.gov.au

Dear Minister Whitby

PROPOSED OFFSHORE WIND AREA IN THE INDIAN OCEAN OFF BUNBURY

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Contact: Ben Whitehill
(08) 9781 1752

City of Busselton
Geographe Bay

17 May 2024

Senator the Hon Murray Watt
Minister for Agriculture, Fisheries and Forestry
Minister for Emergency Management
PO Box 6100
Senate
Parliament House
CANBERRA ACT 2600

By email: senator.watt@aph.gov.au

Dear Minister Watt

PROPOSED OFFSHORE WIND AREA IN THE INDIAN OCEAN OFF BUNBURY

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Phill Cronin
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City of Busselton
Geographe Bay

Contact: Ben Whitehill
(08) 9781 1752

17 May 2024

Hon Chris Bowen MP
Minister for Climate Change and Energy
PO Box 6022
House of Representatives
Parliament House
CANBERRA ACT 2600

By email: Chris.Bowen.MP@aph.gov.au

Dear Minister Bowen

PROPOSED OFFSHORE WIND AREA IN THE INDIAN OCEAN OFF BUNBURY

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