

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

## CITY OF BUSSELTON

### MINUTES OF THE COUNCIL MEETING HELD ON 23 MARCH 2022

#### TABLE OF CONTENTS

ITEM NO.	SUBJECT	PAGE NO.
1.	DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY / ACKNOWLEDGEMENT OF VISITORS / DISCLAIMER / NOTICE OF RECORDING OF PROCEEDINGS.....	3
2.	ATTENDANCE .....	3
3.	PRAYER .....	4
4.	APPLICATION FOR LEAVE OF ABSENCE.....	4
5.	DISCLOSURE OF INTERESTS .....	4
6.	ANNOUNCEMENTS WITHOUT DISCUSSION.....	4
7.	QUESTION TIME FOR PUBLIC.....	4
8.	CONFIRMATION AND RECEIPT OF MINUTES .....	4
	Previous Council Meetings .....	4
8.1	Minutes of the Council Meeting held 9 March 2022.....	4
	Committee Meetings.....	4
8.2	Minutes of the Audit and Risk Committee Meeting held 2 March 2022 .....	4
8.3	Minutes of the Policy and Legislation Committee Meeting held 2 March 2022 .....	5
8.4	Minutes of Finance Committee Meeting held 9 March 2022 .....	5
9.	RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS .....	5
10.	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION) .....	5
11.	ITEMS BROUGHT FORWARD .....	6
	ADOPTION BY EXCEPTION RESOLUTION.....	7
12.2	Policy and Legislation Committee - 2/3/2022 - LOCAL GOVERNMENT PROPERTY AMENDMENT LOCAL LAW 2022 .....	7
12.3	Policy and Legislation Committee - 2/3/2022 - HOLIDAY HOME REGULATORY FRAMEWORK REVIEW .....	59
12.4	Policy and Legislation Committee - 2/3/2022 - COUNCIL POLICY: TREE MANAGEMENT AND RETENTION ON CITY LAND.....	116
12.5	Policy and Legislation Committee - 2/3/2022 - REVIEW OF COUNCIL POLICY: MEETINGS, INFORMATION SESSIONS AND DECISION MAKING PROCESSES .....	122
12.6	Policy and Legislation Committee - 2/3/2022 - REVIEW OF CUSTOMER SERVICE CHARTER .....	131
12.8	Finance Committee - 9/3/2022 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 31 JANUARY 2022 .....	144
12.9	Finance Committee - 9/3/2022 - LIST OF PAYMENTS MADE - JANUARY 2022.....	179
16.1	ARTGEO RESIDENT ARTIST STUDIO 2 LEASE .....	190
17.1	COUNCILLORS' INFORMATION BULLETIN .....	195

<b>ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)</b> .....	<b>198</b>
12.1    Audit and Risk Committee - 2/3/2022 - 2021 ANNUAL COMPLIANCE AUDIT RETURN .....	198
12.7    Finance Committee - 9/3/2022 - 2021/22 MID-YEAR BUDGET REVIEW .....	221
15.1    APPLICATION CLUB NIGHT LIGHTS PROGRAM - BUSSELTON BOWLING CLUB.....	237
<b>ITEMS FOR DEBATE</b> .....	<b>242</b>
16.2    LONG TERM FINANCIAL PLAN 2022/23 - 2031/32 .....	242
<b>13.    PLANNING AND DEVELOPMENT SERVICES REPORT</b> .....	<b>295</b>
<b>14.    ENGINEERING AND WORK SERVICES REPORT</b> .....	<b>296</b>
<b>18.    MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b> .....	<b>297</b>
<b>19.    URGENT BUSINESS</b> .....	<b>297</b>
<b>20.    CONFIDENTIAL REPORTS</b> .....	<b>297</b>
<b>21.    CLOSURE</b> .....	<b>298</b>



## MINUTES

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

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

The Presiding Member opened the meeting at 5.30pm.

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

**2. ATTENDANCE**

Presiding Member:

Cr Grant Henley    Mayor

Members:

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

Officers:

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

Apologies:

Nil

Approved Leave of Absence:

Nil

Media:

“Busselton-Dunsborough Times”

Public:

**3. PRAYER**

The prayer was delivered by Reverend Axel Hagg of Busselton Free Reformed Church.

**4. APPLICATION FOR LEAVE OF ABSENCE**

Nil

**5. DISCLOSURE OF INTERESTS**

Nil

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

Mayor Grant Henley acknowledged Harmony Week, recognising the diversity and multiculturalism of the City of Busselton, and welcomed the 19 new Australian Citizens sworn in at the Citizenship Ceremony on the 18<sup>th</sup> March 2022.

**7. QUESTION TIME FOR PUBLIC**

Nil

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

**C2203/052** Moved Councillor P Carter, seconded Councillor A Ryan

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

**CARRIED 9/0**

**Committee Meetings****8.2 Minutes of the Audit and Risk Committee Meeting held 2 March 2022****COUNCIL DECISION**

**C2203/053** Moved Councillor P Carter, seconded Councillor P Cronin

**That the Minutes of the Audit and Risk Committee Meeting held 2 March 2022 be noted.**

**CARRIED 9/0**

*After the motion was carried, Cr Ryan requested her objection to the Minutes of the Audit and Risk Committee held 2 March 2022 be noted.*

8.3 Minutes of the Policy and Legislation Committee Meeting held 2 March 2022**COUNCIL DECISION****C2203/054**

Moved Councillor R Paine, seconded Councillor J Richards

**That the Minutes of the Policy and Legislation Committee Meeting held 2 March 2022 be noted.****CARRIED 9/0**8.4 Minutes of Finance Committee Meeting held 9 March 2022**COUNCIL DECISION****C2203/055**

Moved Councillor P Carter, seconded Councillor M Love

**That the Minutes of the Finance Committee Meeting held 9 March 2022 be noted.****CARRIED 9/0****9. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS****Petitions**

Nil

**Presentations**

Nil

**Deputations**

Nil

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

Nil

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

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

**COUNCIL DECISION****C2203/056**

Moved Councillor A Ryan, seconded Councillor M Love







**That the Committee Recommendations for items 12.2, 12.3, 12.4, 12.5, 12.6, 12.8 and 12.9 and the Officer Recommendations for items 16.1 and 17.1 be carried en bloc:**

- 12.2 Policy and Legislation Committee – 2/3/2022 – LOCAL GOVERNMENT PROPERTY AMENDMENT LOCAL LAW 2022**
- 12.3 Policy and Legislation Committee – 2/3/2022 – HOLIDAY HOME REGULATORY FRAMEWORK REVIEW**
- 12.4 Policy and Legislation Committee – 2/3/2022 – COUNCIL POLICY: TREE MANAGEMENT AND RETENTION ON CITY LAND**
- 12.5 Policy and Legislation Committee – 2/3/2022 – REVIEW OF COUNCIL POLICY: MEETINGS, INFORMATION SESSIONS AND DECISION MAKING PROCESSES**
- 12.6 Policy and Legislation Committee – 2/3/2022 – REVIEW OF CUSTOMER SERVICE CHARTER**
- 12.8 Finance Committee – 9/3/2022 – FINANCIAL ACTIVITY STATEMENTS – YEAR TO DATE AS AT 31 JANUARY 2022**
- 12.9 Finance Committee – 9/3/2022 – LIST OF PAYMENTS MADE – JANUARY 2022**
- 16.1 ARTGEO RESIDENT ARTIST STUDIO 2 LEASE**
- 17.1 COUNCILLORS' INFORMATION BULLETIN**

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

## 12. REPORTS OF COMMITTEE

### 12.2 Policy and Legislation Committee - 2/3/2022 - LOCAL GOVERNMENT PROPERTY AMENDMENT LOCAL LAW 2022

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Local Laws
<b>BUSINESS UNIT</b>	Corporate Services
<b>REPORTING OFFICER</b>	Legal Officer - Briony McGinty
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Legislative: adoption of "legislative documents" such as local laws, local planning schemes and local planning policies
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Consolidated Current Local Law 2010   Attachment B Amendment Local Law with mark-ups 2022   Attachment C Amendment Local Law 2022  

**This item was considered by the Policy and Legislation Committee at its meeting on 2/3/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

#### COUNCIL DECISION

**C2203/057** Moved Councillor A Ryan, seconded Councillor M Love

**That the Council:**

- 1. Resolves to make the City of Busselton Local Government Property Amendment Local Law 2022 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 Local Government Property Local Law 2022 in accordance with section 3.12(5) and section 3.12(6) of the Local Government Act 1995.**

**CARRIED 9/0**

**EN BLOC**

#### OFFICER RECOMMENDATION

That the Council:

- 1. Resolves to make the City of Busselton Local Government Property Amendment Local Law 2022 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 Local Government Property Local Law 2022 in accordance with section 3.12(5) and section 3.12(6) of the Local Government Act 1995.**

#### **EXECUTIVE SUMMARY**

The *Shire of Busselton Local Government Property Local Law 2010* (Property Local Law) was first published in the government gazette in 2010, with little change since. Throughout the first half of 2021 a statutory review of the Property Local Law was conducted pursuant to section 3.16 of the *Local Government Act 1995* (the Act).

On 9 June 2021, Council resolved that, among other things, amendments were required to the Property Local Law and that a local law amendment should be initiated. In accordance with that resolution, an amendment to the Property Local Law was prepared (Amendment Local Law) for consideration by the Council.

Proposed amendments were presented to Council and, on 13 October 2021, Council resolved to give local public notice of the Amendment Local Law pursuant to section 3.12(3) of the Act. The Amendment Local Law is now referred back to Council for Council to consider any submissions made, and to determine whether to make the Amendment Local Law, in accordance with section 3.12(4) of the Act.

It is recommended that the Council makes the Amendment Local Law at Attachment C.

## **BACKGROUND**

The Property Local Law was introduced in 2010 and further amended in 2011. The consolidated *Shire of Busselton Local Government Property Local Law* is at Attachment A. At that time, the Property Local Law replaced the outdated Reserves and Foreshores Local Law which covered a limited subject matter. The impetus for the Property Local Law was to better regulate use of public spaces, with particular emphasis on vegetation protection. The Property Local Law largely adopted the WALGA model and is consistent with similar local laws of many other local governments across the State.

Section 3.16 of the Act requires that local laws are reviewed every 8 years to consider whether or not the local law under review should be repealed or amended. As part of this review process, submissions may be made to the local government in relation to the local law under review. During the public consultation phase for the statutory review of the Property Local Law in 2021, the City did not receive any submissions. However, given the local law covers a significant subject matter of broad and regular application, an extensive internal review was conducted by officers which identified various matters requiring attention.

Those matters which were recommended for detailed review in the June 2021 report to Council were as follows:

### Launching and/or Landing of Drones (Schedule 2, clause 2.2)

The City has no control over airspace, which, under the current legislation, is reserved for the Civil Aviation Safety Authority. Therefore, the City cannot regulate drone usage in the air. However, there is the capacity, if the City chooses, to regulate launching and/or landing of drones from local government property.

Under the current Property Local Law, the City has the ability to regulate launching and/or landing motorised model aeroplanes from local government property. It is open to interpretation as to whether a drone could be classified as a motorised model aeroplane, which could cause some ambiguity around this capacity. Therefore, it is recommended to strengthen and clarify those provisions of the Property Local Law to enable regulation.

The Amendment Local Law does not seek to change the current position with regard to how the City regulates drone usage. However, it seeks to clarify that, if the City chooses to do so, it could restrict the use of drones on local government property pursuant to a determination process by the Council. This change will allow Council to designate particular areas where the launching and landing of drones may, for example, be prohibited, permitted, or permitted subject to various conditions.

Exercise Classes on Reserves (clause 3.13 (1)(d))

The review noted that permits for “boot camps etc.” under the Property Local Law are currently only required on beaches or at City owned pools or recreation centres. There are other City facilities/venues currently being used for these activities – for example City managed ovals. It is therefore recommended that the City consider introducing provisions to clarify the City’s powers to regulate these types of activities, in order to respond to conflicts of use, where appropriate.

Swimming Pool – increase to minimum age requirements (clause 5.1)

Currently, the Property Local Law restricts entry to children under 10 years old unless accompanied by a responsible person over the age of 12. It is recommended that the City considers amending the age requirements so that children under the age of 12 will not be permitted entry unless accompanied by a person over the age of 16. The 12 year old minimum age limit is above the Minimum Entry Age requirements under the Code of Practice for swimming pools (issued under the *Health Act 1911*), being that a child under 10 must be accompanied by a person 16 years or older. However, it is in line with industry benchmarking and more recent understandings of best practice.

Penalties (Schedule 1)

Penalties for breaches of the Property Local Law are currently set at (mostly) \$200. The Act allows for maximum infringements of up to \$500. Given the current penalties were set over 10 years ago, it is recommended that appropriate increases are made. If the City was to raise penalties in line with Perth CPI from when the local law was first introduced (and penalties last amended), this would represent an approximate \$50 increase in penalties. A review of other local government’s practices suggests this represents a modest increase.

On 13 October 2021 the Council resolved as follows:

*That the Council:*

1. *Commences the law-making process for the City of Busselton Local Government Property Amendment Local Law 2021, with clauses 5.1(1)(a)(i)-(ii) amended to refer to being under the age of 12 years and a responsible person over the age of 16 years; the purpose and effect of the local law being as follows:*

*Purpose: To regulate the care, control and management of local government property (except thoroughfares) by amending sections of the Shire of Busselton Local Government Property Local Law 2010.*

*Effect: To control the use of local government property by updating minimum age requirements for entry to swimming pools, updating penalties, and clarifying other powers.*

2. *Authorises the CEO to carry out the law-making procedure under section 3.12(3) of the Local Government Act 1995, by:*
  - (a) *Giving local public notice of the Amendment Local Law; and*
  - (b) *Giving a copy of the Amendment Local Law and public notice to the Minister for Local Government.*
3. *Notes that the CEO, after the close of the public consultation period, will submit a report to the Council on any submissions received on the proposed local law to enable the Council to consider the submissions made and to determine whether to make the local law in accordance with section 3.12(4) of the Act.*

## OFFICER COMMENT

The Property Local Law has operated effectively since its gazettal. The Property Local Law is based on the WALGA model but was modified to accommodate the particular circumstances of the locality. However, during the statutory review conducted during 2021, various opportunities for improvement have been identified. The matters identified during the review are as discussed in the background section of this report and have been incorporated into the Amendment Local Law.

### Statutory Environment

#### **Local Government Act 1995**

Section 3.16 of the Act requires that within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.

The City developed and maintains a local law review program to ensure compliance with the requirements of Section 3.16.

Section 3.5 of the Act provides Council with the head of power for making local laws, which stipulates:

*A local government may make Local Laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.*

The procedure for making local laws is set out in sections 3.12 to 3.17 of the Act and regulation 3 of the *Local Government (Functions and General) Regulations 1996* (WA). The person presiding at a Council meeting is to give notice of the purpose and effect of a proposed local law by ensuring that:

- the purpose and effect of the proposed local law is included in the agenda for that meeting; and
- the minutes of that Council meeting include the purpose and effect of the proposed local law.

The purpose and effect of the Amendment Local Law is as follows:

**Purpose:** To regulate the care, control and management of local government property (except thoroughfares) by amending sections of the *Shire of Busselton Local Government Property Local Law 2010*.

**Effect:** To control the use of local government property by updating minimum age requirements for entry to swimming pools, updating penalties, and clarifying other powers.

Local public notice is to be given by advertising the Amendment Local Law in accordance with the requirements of sections 3.12(3) of the Act. The submission period must run for a minimum period of six weeks after which Council, having considered any submissions received, may resolve to make the local law as proposed or make a local law that is not significantly different from what was proposed.

#### **Parliamentary Scrutiny**

Section 42 of the *Interpretation Act 1984* allows the WA State Parliament to disallow a local law, which is a mechanism to guard against the making of subsidiary legislation that is not authorised or contemplated by the empowering enactment, has an adverse effect on existing rights or ousts or modifies the rules of fairness. Parliament has appointed the Joint Standing Committee on Delegated Legislation (JSC) which is a committee of State politicians from both houses of the Western Australian Parliament, to undertake an overseeing role on its behalf, which includes the power to scrutinise and recommend the disallowance of local laws to the Parliament.



After gazettal, a copy of the Amendment Local Law will be sent to the JSC who will examine the local law and determine whether or not it complies with abovementioned criteria.

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

### **Relevant Plans and Policies**

The following policies are used to assist in the application of the Property Local Law:

- Commercial Use of City Land and Facilities;
- Community Hire of City Property; and
- Private Work on City Land, including private coastal protection work on City Land.

### **Financial Implications**

Costs associated with the advertising and gazettal of the Amendment Local Law will come from the legal budget. These costs are unlikely to exceed \$2,000 and there are sufficient funds in the legal budget for this purpose.

In terms of the increase in modified penalties, the City is unlikely to see any significant increase in revenue, given the City's approach to its regulatory functions. Proposed increases are minor and based on a review of the City's existing amounts and a comparison of other local governments.

Making and implementing the Amendment Local Law should not have any other financial implications for the City.

### **Stakeholder Consultation**

The Amendment Local Law was advertised publicly in local newspapers, on the City's website, on social media and on public notice boards for a minimum of 6 weeks in accordance with the requirements under section 3.12(3)(a) of the Act. No public submissions have been received.

In accordance with section 3.12(3)(b) of the Act a copy of the Proposed Local Law was forwarded for consideration and comment to the Minister for Local Government. The DLGSC responded on behalf of its Minister and suggested minor changes to the Proposed Local Law. These changes were minor edits and do not affect the operation or application of the local law. They are contained in the marked-up version of the Amendment Local Law at Attachment B.

### **Risk Assessment**

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

### **Options**

As an alternative to the proposed recommendation the Council could:

1. Resolve not to make the local law. However, for the reasons stated above, it is recommended to make the local law.
2. Resolve to make additional changes to the Property Local Law. However, if those changes are significant, the local law-making process would need to recommence from the start due to statutory requirements that any changes are not significantly different from what was originally proposed.

**CONCLUSION**

The City has undertaken an extensive review of the Property Local Law. The Amendment Local Law has been prepared and advertised publicly in accordance with the Act. No significant changes have been recommended to the Amendment Local Law. It is recommended that Council resolve to make the Amendment Local Law.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Should Council resolve to make the Amendment Local Law it will need to be gazetted and will come into operation 14 days after publication. The timeframe for completion of the gazettal process is approximately thirty days from the date of the Council resolution.

This is an un-official compilation of the *Shire of Busselton  
Local Government Property Local Law 2010* as it has effect  
on and after 5 April 2011.  
See the Notes at the end for more details.

---

## **Shire of Busselton Local Government Property Local Law 2010**

---

LEG190008

LEG190008

LEG190008

*Local Government Act 1995*

**Shire of Busselton**

**Local Government Property Local Law 2010**

---

ARRANGEMENT

---

<b>Part 1 - Preliminary</b>	<b>1</b>
1.1 Citation .....	1
1.2 Commencement .....	1
1.3 Application .....	1
1.4 Repeal .....	1
1.5 Definitions .....	1
1.6 Interpretation .....	4
1.7 Overriding power to hire and agree .....	4
<b>Part 2 - Determinations in respect of local government property</b>	<b>4</b>
2.1 Determinations as to use of local government property .....	4
2.2 Procedure for making a determination .....	5
2.3 Discretion to erect sign .....	6
2.4 Determination to be complied with .....	6
2.5 Register of determinations .....	6
2.6 Amendment or revocation of a determination .....	6
2.7 Activities which may be pursued on specified local government property .....	6
2.8 Activities which may be prohibited on specified local government property .....	7
2.9 Signs taken to be determinations .....	8
<b>Part 3 - Permits</b>	<b>9</b>
3.1 Application of Part .....	9
3.2 Application for permit .....	9
3.3 Decision on application for permit .....	9
3.4 Examples of conditions .....	10

3.5	Imposing conditions under a policy.....	11
3.6	Compliance with conditions .....	11
3.7	Agreement for building .....	11
3.8	Duration of permit .....	12
3.9	Renewal of permit .....	12
3.10	Transfer of permit.....	12
3.11	Production of permit.....	12
3.12	Cancellation of permit .....	12
3.13	Activities needing a permit.....	13
3.14	Permit required to camp outside a facility .....	14
3.15	Permit required for possession and consumption of liquor .....	14
3.16	Responsibilities of permit holder.....	15

#### **Part 4 - Behaviour on all local government property 15**

4.1	Behaviour which interferes with others.....	15
4.2	Behaviour detrimental to property .....	15
4.3	Fauna .....	16
4.4	Flora.....	16
4.5	Intoxicated persons not to enter local government property .....	16
4.6	No prohibited drugs .....	16
4.7	Refusal of entry and removal.....	16
4.8	Signs .....	17

#### **Part 5 - Matters relating to particular local government property 17**

5.1	When entry must be refused .....	17
5.2	Consumption of food or drink may be prohibited .....	18
5.3	Powers of authorised persons or surf life saving club members .....	18
5.4	Authority of Shire employee to prevail .....	18
5.5	Persons to comply with signs and directions.....	19
5.6	No entry to fenced or closed local government property .....	19
5.7	Only specified gender to use entry of toilet block or change room.....	19
5.8	Hire of lockers .....	19
5.9	Unclaimed property in locker .....	20
5.10	Use of shower or bath facilities .....	20

#### **Part 6 - Fees for entry on to local government property 21**

ii

LEG190008

6.1	No unauthorised entry to function .....	21
<b>Part 7 - Objections and appeals</b>		<b>21</b>
7.1	Objection and appeal rights .....	21
<b>Part 8 - Miscellaneous</b>		<b>21</b>
8.1	CEO and authorised person to be obeyed.....	21
8.2	Persons may be directed to leave local government property .....	21
8.3	Disposal of lost property.....	21
8.4	Decency of dress.....	21
8.5	False or misleading statement.....	22
<b>Part 9 - Enforcement</b>		<b>22</b>
9.1	Definition.....	22
9.2	Damage to local government property .....	22
9.3	Breach of a permit .....	22
9.4	Notice requirements.....	22
9.5	Offence to fail to comply with notice.....	23
9.6	Shire may undertake requirements of notice .....	23
9.7	Offences and general penalty .....	23
9.8	Prescribed offences.....	23
9.9	Form of notices .....	23
9.10	Evidence of a determination .....	24
<b>Schedule 1 - Prescribed offences</b>		<b>25</b>
<b>Schedule 2 - Determinations</b>		<b>26</b>
Part 1 - Preliminary.....		26
Part 2 - Application.....		26

*Local Government Act 1995*

**Shire of Busselton**

**Local Government Property Local Law 2010**

Under the powers conferred on it by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Busselton resolved on 11 February 2010 to make the following local law.

**Part 1 - Preliminary**

**1.1 Citation**

This local law may be cited as the *Shire of Busselton Local Government Property Local Law 2010*.

**1.2 Commencement**

This local law commences on the 14<sup>th</sup> day after the day on which it is published in the *Government Gazette*.

**1.3 Application**

This local law applies –

- (a) throughout the district; and
- (b) along the district's western and northern boundary, from the high water mark at ordinary spring tides, for a distance of 200 metres seawards towards the Indian Ocean, as approved by the Governor under section 3.6 of the Act per notice published in the *Government Gazette*, No. 149, on 18 August 2009, page 3243.

**1.4 Repeal**

The following local laws are repealed-

- (a) *Local Law Relating to Poundage Fees*, published in the *Government Gazette* on 14 April 1939;
- (b) *Local Law Relating to Caravan Parks and Camping Grounds*, published in the *Government Gazette* on 24 December 1975; and
- (c) *Local Law Relating to Reserves and Foreshores*, published in the *Government Gazette* on 17 January 1986 and as amended and published in the *Government Gazette* on 20 July 1990, 24 December 1993 and 13 May 1994.

**1.5 Definitions**

In this local law -

LEG190008



**“Act”** means the *Local Government Act 1995*;

**“applicant”** means a person who applies for a permit under clause 3.2;

**“authorised person”** means a person appointed by the Shire under section 9.10 of the Act to perform any of the functions of an authorised person under this local law;

**“boat”** means any ship, vessel or structure capable of being used in navigation by water, however propelled or moved, and includes a jet ski;

**“building”** means any building which is on local government property and includes a –

- (a) hall or room;
- (b) corridor, stairway or annexe of any hall or room; and
- (c) jetty;

**“CEO”** means the chief executive officer of the Shire;

**“commencement day”** means the day on which this local law commences under clause 1.2;

**“Council”** means the council of the Shire;

**“date of publication”** means, where local public notice is required to be given of a matter under this local law, the date on which notice of the matter is published in a newspaper circulating generally throughout the district;

**“determination”** means a determination made under clause 2.1;

**“district”** means the district of the Shire;

**“function”** means an event or activity characterised by all or any of the following –

- (a) formal organisation and preparation;
- (b) its occurrence is generally advertised or notified in writing to particular persons;
- (c) organisation by or on behalf of a club;
- (d) payment of a fee to attend it; and
- (e) systematic recurrence in relation to the day, time and place;

**“indecent exposure”** means the revealing to view of those parts of the body, especially the genitals, which by law and convention should be covered by clothing under the given circumstances;

**“liquor”** has the meaning given to it in section 3 of the *Liquor Control Act 1988*;

**“local government property”** means anything except a thoroughfare –

- (a) which belongs to the Shire or in which the Shire has an interest;

- (b) of which the Shire is the management body under the Land Administration Act 1997; or
- (c) which is an 'otherwise unvested facility' within section 3.53 of the Act.

**“local public notice”** has the same meaning as in section 1.7 of the Act;

**“Manager”** means the person for the time being employed by the Shire to control and manage a pool area or other facility which is local government property and includes the person’s assistant or deputy;

**“permit”** means a permit issued under this local law;

**“permit holder”** means a person who holds a valid permit;

**“person”** does not include the Shire;

**“pool area”** means any swimming and wading pools and spas and all buildings, structures, fittings, fixtures, machinery, chattels, furniture and equipment forming part of or used in connection with such swimming and wading pools and spas which are local government property;

**“Regulations”** means the *Local Government (Functions and General) Regulations 1996*;

**“Shire”** means the Shire of Busselton;

**“sign”** includes a notice, flag, mark, structure or device approved by the CEO or an authorised person on which may be shown words, numbers, expressions or symbols;

**“surf riding equipment”** means any device or toy used to or assist a rider in moving in or across waves or the water surface, and includes surfboard, boogie board, windsurfer, wave ski, canoe, kite surfer, inflatable toy or similar device but not a boat;

**“trading”** means the selling or hiring, or the offering for sale or hire of goods or services, and includes displaying goods for the purpose of –

- (a) offering them for sale or hire;
- (b) inviting offers for their sale or hire;
- (c) soliciting orders for them; or
- (d) carrying out any other transaction in relation to them.

**“Unclaimed Property Register”** means the register kept by an attendant of any unclaimed belongings under Division 4 of Part 5 of this local law;

**“vehicle”** includes –

- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
- (b) an animal being ridden or driven,

but excludes –

LEG190008

- (c) a wheel-chair or any device designed for use, by a physically impaired person on a footpath;
- (d) a pram, a stroller or a similar device; and
- (e) a boat.

“waste” includes matter –

- (a) whether liquid, solid, gaseous or radioactive and whether useful or useless, which is discharged into the environment; or
- (b) prescribed by regulations under the *Waste Avoidance and Resource Recovery Act 2007* to be waste.

#### 1.6 Interpretation

In this local law a reference to local government property includes a reference to any part of that local government property.

#### 1.7 Overriding power to hire and agree

Despite anything to the contrary in this local law, the CEO or an authorised person, on behalf of the Shire may –

- (a) hire local government property to any person; or
- (b) enter into an agreement with any person regarding the use of any local government property.

## Part 2 - Determinations in respect of local government property

### *Division 1 - Determinations*

#### 2.1 Determinations as to use of local government property

- (1) The Council may make a determination in accordance with clause 2.2 –
  - (a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;
  - (b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;
  - (c) as to the matters in clauses 2.7(2) and 2.8(1); and
  - (d) as to any matter ancillary or necessary to give effect to a determination.
- (2) The determinations in Schedule 2 –
  - (a) are to be taken to have been made in accordance with clause 2.2;
  - (b) may be amended or revoked in accordance with clause 2.6; and

LEG190008

- (c) have effect on the commencement day.

## **2.2 Procedure for making a determination**

- (1) The CEO or an authorised person is to give local public notice of the Council's intention to make a determination.
- (2) The local public notice referred to in subclause (1) is to state that –
  - (a) the Council intends to make a determination, the purpose and effect of which is summarised in the notice;
  - (b) a copy of the proposed determination may be inspected and obtained from the Shire's offices; and
  - (c) submissions in writing about the proposed determination may be lodged with the CEO within 21 days after the date of publication.
- (3) If no submissions are received in accordance with subclause (2)(c), the Council is to decide –
  - (a) to give local public notice that the proposed determination has effect as a determination on and from the date of publication;
  - (b) to amend the proposed determination, in which case subclause (5) will apply; or
  - (c) not to continue with the proposed determination.
- (4) If submissions are received in accordance with subclause (2)(c), the Council –
  - (a) is to consider those submissions; and
  - (b) is to decide –
    - (i) whether or not to amend the proposed determination; or
    - (ii) not to continue with the proposed determination.
- (5) If the Council decides to amend the proposed determination, it is to give local public notice –
  - (a) of the effect of the amendments; and
  - (b) that the proposed determination has effect as a determination on and from the date of publication.
- (6) If the Council decides not to amend the proposed determination, it is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.
- (7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).
- (8) A decision under subclause (3) or (4) is not to be delegated by the Council.

LEG190008

**2.3 Discretion to erect sign**

The CEO or an authorised person may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

**2.4 Determination to be complied with**

A person must comply with a determination.

**2.5 Register of determinations**

- (1) The CEO is to keep a register of determinations made under clause 2.1, and of any amendments to or revocations of determinations made under clause 2.6.
- (2) Sections 5.94 and 5.95 of the Act are to apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

**2.6 Amendment or revocation of a determination**

- (1) The Council may amend or revoke a determination.
- (2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.
- (3) If the Council revokes a determination, the CEO is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

***Division 2 - Activities which may be pursued or prohibited under a determination***

**2.7 Activities which may be pursued on specified local government property**

- (1) A determination may provide that specified local government property is set aside as an area on which a person may –
  - (a) take, ride or drive a vehicle, or a particular class of vehicle;
  - (b) fly or use a motorised model aeroplane;
  - (c) use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;
  - (d) launch, beach or leave a boat;
  - (e) take or use a boat, or a particular class of boat;
  - (f) play or practice –
    - (i) golf or archery;
    - (ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 1973*; or

LEG190008

- (iii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the Shire, may cause injury or damage to a person or property;
- (g) ride a bicycle, a skateboard, rollerblades, a sandboard or a similar device; and
- (h) wear no clothing.
- (2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular –
  - (a) the days and times during which the activity may be pursued;
  - (b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;
  - (d) may limit the activity to a class of vehicles, boats, equipment or things, or may extend it to all vehicles, boats, equipment or things;
  - (e) may specify that the activity can be pursued by a class of persons or all persons; and
  - (f) may distinguish between different classes of the activity.

**2.8 Activities which may be prohibited on specified local government property**

- (1) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property—
  - (a) smoking on premises;
  - (b) riding a bicycle, a skateboard, rollerblades, a sandboard or a similar device;
  - (c) taking, riding or driving a vehicle on the property or a particular class of vehicle;
  - (d) riding or driving a vehicle of a particular class or any vehicle above a specified speed;
  - (e) taking or using a boat, or a particular class of boat;
  - (f) the playing or practice of—
    - (i) golf, archery, pistol shooting or rifle shooting; or
    - (ii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the Shire may cause injury or damage to a person or property;

LEG190008

- (g) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property; and
  - (h) the traversing of sand dunes or land which in the opinion of the Shire has environmental value warranting such protection, either absolutely or except by paths provided for that purpose
- (2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular –
  - (a) the days and times during which the activity is prohibited;
  - (b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;
  - (c) that an activity is prohibited in respect of a class of vehicles, boats, equipment or things, or all vehicles, boats, equipment or things;
  - (d) that an activity is prohibited in respect of a class of persons or all persons; and
  - (e) may distinguish between different classes of the activity.
- (3) In this clause –

**“premises”** means a building, stadium or similar structure which is local government property, but not an open space such as a park or a playing field.

#### *Division 3 - Transitional*

### **2.9 Signs taken to be determinations**

- (1) Where a sign erected on local government property has been erected under a local law of the Shire that is repealed by this local law, then it is to be taken to be and have effect as a determination on and from the commencement day, except to the extent that the sign is inconsistent with any provision of this local law or any determination made under clause 2.1.
- (2) Clause 2.5 does not apply to a sign referred to in subclause (1).

## **Part 3 - Permits**

### *Division 1 - Preliminary*

### **3.1 Application of Part**

This Part does not apply to a person who uses or occupies local government property under a written agreement with the Shire to do so.

LEG190008

Document Set ID: 4121688  
Version: 3, Version Date: 13/06/2019

*Division 2 - Applying for a permit*

**3.2 Application for permit**

- (1) Where a person is required to obtain a permit under this local law, that person must apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law must -
  - (a) be in the form determined by the CEO;
  - (b) be signed by the applicant;
  - (c) provide the information required by the form; and
  - (d) be forwarded to the CEO together with any fee imposed by the Council under sections 6.16 to 6.19 of the Act.
- (3) The CEO or an authorised person may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The CEO or an authorised person may require an applicant to give local public notice of the application for a permit.
- (5) The CEO or an authorised person may refuse to consider an application for a permit which is not in accordance with subclause (2) or where the requirements of subclause (3) or (4) have not been satisfied.

**3.3 Decision on application for permit**

- (1) The CEO or an authorised person may -
  - (a) approve an application for a permit unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for a permit.
- (2) If the CEO or an authorised person approves an application for a permit, he or she is to issue to the applicant, a permit in the form determined by the Chief Executive Officer.
- (3) If the CEO or an authorised person refuses to approve an application for a permit, he or she is to give written notice of that refusal to the applicant.
- (4) The CEO or an authorised person may, at any time, amend a condition of approval and the amended condition takes effect when written notice of it is given to the permit holder.

*Division 3 - Conditions*

**3.4 Examples of conditions**

- (1) Examples of the conditions that the CEO or an authorised person may impose on a permit are conditions relating to -

LEG190008



- (a) the payment of a fee;
  - (b) compliance with a standard or a policy adopted by the Shire;
  - (c) the duration and commencement of the permit;
  - (d) the commencement of the permit being contingent on the happening of an event;
  - (e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
  - (f) the approval of another application for a permit which may be required by the Shire under any written law;
  - (g) the area of the district to which the permit applies;
  - (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage; and
  - (i) the obtaining of public risk insurance in an amount and on terms reasonably required by the CEO or an authorised person.
- (2) Examples of the type and content of the conditions on which a permit to hire local government property may be issued include –
- (a) when fees and charges are to be paid;
  - (b) payment of a bond against possible damage or cleaning expenses or both;
  - (c) restrictions on the erection of material or external decorations;
  - (d) rules about the use of furniture, plant and effects;
  - (e) limitations on the number of persons who may attend any function in or on local government property;
  - (f) the duration of the hire;
  - (g) the right of the CEO or an authorised person to cancel a booking during the course of an annual or seasonal booking, if the CEO or an authorised person sees fit;
  - (h) a prohibition on the sale, supply or consumption of liquor unless a liquor licence is first obtained for that purpose under the *Liquor Control Act 1988*;
  - (i) whether or not the hire is for the exclusive use of the local government property;
  - (j) the obtaining of a policy of insurance in the names of both the CEO or an authorised person and the hirer, indemnifying the CEO or the authorised person in respect of any injury to any person or any

damage to any property which may occur in connection with the hire of the local government property by the hirer; and

- (k) the provision of an indemnity from the hirer, indemnifying the Shire in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer.

### **3.5 Imposing conditions under a policy**

- (1) In this clause –  
  
“**policy**” means a Shire policy adopted by the Council under section 2.7 of the Act containing conditions subject to which an application for a permit may be approved under clause 3.3(1)(a).
- (2) Under clause 3.3(1)(a) the CEO or an authorised person may approve an application subject to conditions by reference to a policy.
- (3) The CEO or an authorised person must give to the permit holder a copy of the policy or, at the discretion of the CEO or the authorised person, the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 3.3(2).
- (4) An application for a permit is not to be taken to have been approved subject to the conditions contained in a policy until the CEO or an authorised person gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
- (5) Sections 5.94 and 5.95 of the Act apply to a policy and, for that purpose, a policy is deemed to be information within section 5.94(u)(i) of the Act.

### **3.6 Compliance with conditions**

Where an application for a permit has been approved subject to conditions, the permit holder must comply with each of those conditions, as amended.

## ***Division 4 - General***

### **3.7 Agreement for building**

Where a person applies for a permit to erect a building on local government property an authorised person, on behalf of the Shire, may enter into an agreement with the permit holder in respect of the ownership of the materials in the building.

### **3.8 Duration of permit**

A permit is valid for one year from the date on which it is issued, unless it is –

- (a) otherwise stated in this local law or in the permit; or
- (b) cancelled under clause 3.12.

### **3.9 Renewal of permit**

- (1) A permit holder may apply to the CEO in writing prior to expiry of a permit for the renewal of the permit.

LEG190008

- (2) The provisions of this Part must apply to an application for the renewal of a permit as though it were an application for a permit.

### **3.10 Transfer of permit**

- (1) An application for the transfer of a valid permit is -
  - (a) to be made in writing;
  - (b) to be signed by the permit holder and the proposed transferee of the permit;
  - (c) to provide such information as the CEO or an authorised person may require to enable the application to be determined; and
  - (d) to be forwarded to the CEO together with any fee imposed by the Council under sections 6.16 to 6.19 of the Act.
- (2) The CEO or an authorised person may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.
- (3) Where the CEO or an authorised person approves an application for the transfer of a permit, the transfer may be effected by an endorsement on the permit signed by the CEO or the authorised person.
- (4) Where the CEO or an authorised person approves the transfer of a permit, the Shire is not required to refund any part of any fee paid by the former permit holder.

### **3.11 Production of permit**

A permit holder must produce to an authorised person her or his permit immediately upon being required to do so by that authorised person.

### **3.12 Cancellation of permit**

- (1) Subject to clause 9.1, a permit may be cancelled by the CEO or an authorised person if the permit holder has not complied with –
  - (a) a condition of the permit;
  - (b) a direction under clause 3.16(b); or
  - (c) a determination, or a provision of any written law, which may relate to the activity regulated by the permit.
- (2) On the cancellation of a permit, the permit holder -
  - (a) must return the permit as soon as practicable to the CEO; and
  - (b) is to be taken to have forfeited any fees paid in respect of the permit.

### ***Division 5 - When a permit is required***

### **3.13 Activities needing a permit**

- (1) A person must not without a permit –

LEG190008

- (a) subject to subclause (3), hire local government property;
- (b) advertise anything by any means on local government property;
- (c) erect, on local government property, a structure for public amusement or for any performance, whether for gain or otherwise;
- (d) teach, coach or train, for profit, any person on a beach, in a pool area or in an indoor recreation facility which is local government property;
- (e) carry on any trading on local government property unless the trading is conducted -
  - (i) with the consent of a person who holds a permit to conduct a function, and where the trading is carried on in accordance with the permit; or
  - (ii) by a person who has a licence or permit to carry on trading on local government property under any written law;
- (f) unless an employee of the Shire in the course of her or his duties or on an area set aside for that purpose -
  - (i) drive or ride or take any vehicle on to local government property; or
  - (ii) park or stop any vehicle on local government property;
- (g) conduct a function on local government property ;
- (h) charge any person for entry to local government property, unless the charge is for entry to land or a building hired by a voluntary non-profit organisation;
- (i) light a fire on local government property except in a facility provided for that purpose;
- (j) parachute, hang glide, abseil or base jump from or on to local government property;
- (k) erect a building or a refuelling site on local government property;
- (l) make any excavation on or erect or remove any fence on local government property;
- (m) erect or install any structure above or below ground, which is local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;
- (n) depasture any horse, sheep, cattle, goat, camel, ass or mule on local government property;
- (o) conduct or take part in any gambling game or contest or bet, or offer to bet, publicly, or

- (p) erect, install, operate or use any broadcasting, public address system, loudspeaker or other device for the amplification of sound on local government property.

- (2) The CEO or an authorised person may exempt a person from compliance with subclause (1) on the application of that person.
- (3) The CEO or an authorised person may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

### **3.14 Permit required to camp outside a facility**

- (1) In this clause –  
  
“**facility**” has the meaning given to it in section 5(1) of the *Caravan Parks and Camping Grounds Act 1995*.
- (2) This clause does not apply to a facility operated by the Shire.
- (3) A person must not without a permit –
  - (a) camp on, lodge at or occupy any structure at night for the purpose of sleeping on local government property; or
  - (b) erect any tent, camp, hut or similar structure on local government property other than a beach shade or windbreak erected for use during the hours of daylight and which is dismantled during those hours on the same day.
- (4) The maximum period for which the CEO or an authorised person may approve an application for a permit in respect of paragraph (a) or (b) of subclause (3) is that provided in regulation 11(2)(a) of the *Caravan Parks and Camping Grounds Regulations 1997*.

### **3.15 Permit required for possession and consumption of liquor**

- (1) A person must not, on local government property, consume any liquor or have in her or his possession or under her or his control any liquor, unless –
  - (a) that is permitted under the *Liquor Control Act 1988*; and
  - (b) a permit has been obtained for that purpose.
- (2) Subclause (1) does not apply where the liquor is in a sealed container.

### ***Division 6 - Responsibilities of permit holder***

### **3.16 Responsibilities of permit holder**

A holder of a permit must, in respect of local government property to which the permit relates –

- (a) ensure that an authorised person has unobstructed access to the local government property for the purpose of inspecting the property or enforcing any provision of this local law;

LEG190008

- (b) comply with a direction from the CEO or an authorised person to take the action specified in the direction for the purpose of maintaining public safety;
- (c) leave the local government property in a clean and tidy condition after its use;
- (d) report any damage or defacement of the local government property to the CEO or an authorised person; and
- (e) prevent the consumption of any liquor on the local government property unless the permit allows it and a licence has been obtained under the *Liquor Control Act 1988* for that purpose.

## **Part 4 - Behaviour on all local government property**

### *Division 1 - Behaviour on and interference with local government property*

#### **4.1 Behaviour which interferes with others**

A person must not, in or on any local government property, behave in a way which -

- (a) is likely to interfere with the enjoyment of a person who might use the property or who might otherwise lawfully be on the property; or
- (b) interferes with the enjoyment of a person using, or otherwise lawfully on, the property.

#### **4.2 Behaviour detrimental to property**

- (1) A person must not in or on local government property, behave in a way that is or might be detrimental to the property.

- (2) In subclause (1) –

“**detrimental to the property**” includes –

- (a) removing any thing from the local government property such as a rock, a plant or a seat provided for the use of any person; and
- (b) destroying, defacing or damaging any thing on the local government property, such as a plant, a seat provided for the use of any person or a building.

#### **4.3 Fauna**

- (1) A person must not take, injure or kill any fauna that is on or above any local government property, unless that person is authorised to do so under a written law or by the CEO or an authorised person.

- (2) In this clause –

“**animal**” means any living thing that is not a human being or plant; and

LEG190008

**“fauna”** means any animal indigenous to or which periodically migrates to any State or Territory of the Commonwealth or the territorial waters of the Commonwealth and includes in relation to any such animal –

- (a) any class of animal or individual member;
- (b) the eggs or larvae; or
- (c) the carcass, skin, plumage or fur.

#### **4.4 Flora**

- (1) Unless authorised to do so under a written law or with the written approval of the CEO or an authorised person, a person must not –

- (a) remove, damage or interfere with any flora that is on or above any local government property; or
- (b) plant or deposit any flora on local government property.

- (2) In this clause –

**“flora”** means all vascular plants, seeds and other flora, whether living or dead.

#### **4.5 Intoxicated persons not to enter local government property**

A person must not enter or remain on local government property while under the influence of liquor or a prohibited drug.

#### **4.6 No prohibited drugs**

A person must not take a prohibited drug on to, or consume or use a prohibited drug on, local government property.

#### **4.7 Refusal of entry and removal**

- (1) If the CEO or an authorised person considers that a person has behaved in a manner contrary to the provisions of this Part, the CEO or authorised person may –
- (a) refuse to allow that person to enter local government property; and
  - (b) if the person is on local government property, direct the person to leave the local government property.
- (2) A person who has been refused entry or who has been directed to leave under subclause (1) must immediately leave the local government property quickly and peaceably.
- (3) If a person fails to comply with subclause (2), the CEO or an authorised person may remove the person, or arrange for the person to be removed, from the local government property.

LEG190008

#### **4.8 Animals**

- (1) A person must not—
  - (a) tether any animal to a tree, shrub, tree guard, wall or fence; or
  - (b) permit any animal to enter upon or into any local government property,unless authorised by a permit.
- (2) The CEO or an authorised person may, by the placement of an approved sign, prohibit dogs from being in a children's playground or in the vicinity of a children's playground.
- (3) This clause does not apply to a guide dog used for the assistance of visually impaired persons and is subject to the provisions of section 8 of the *Dog Act 1976* and section 66J of the *Equal Opportunity Act 1984*.

#### **4.9 Waste**

- (1) A person must not deposit or discard waste on local government property except—
  - (a) in a place or receptacle set aside by the CEO or an authorised person for that purpose and subject to any conditions that may be specified on the receptacle or a sign, such as a condition in relation to the type of waste that may be deposited; or
  - (b) at the Busselton Waste Facility, Rendezvous Road Busselton and the Dunsborough Waste Facility, Vidler Road Dunsborough, and subject to directions issued from time to time by the CEO or an authorised person for the orderly and proper use of those waste facilities in relation to hours of business, separation of waste into designated receptacles, prohibition of the deposit of certain types of refuse or waste, and conduct of persons or persons in charge of vehicles while on the site.

#### **4.10 Glass containers**

Unless authorised by a permit or by the CEO or an authorised person, a person must not take a glass container—

- (a) within 5m of the edge of a swimming pool on local government property;
- (b) on to a children's playground; or
- (c) within any area of local government property as indicated by a sign.

LEG190008



***Division 2 - Signs***

**4.11 Signs**

- (1) The CEO or an authorised person may erect a sign on local government property –
  - (a) specifying any conditions of use which apply to that property; or
  - (b) for any other purpose relevant to this local law, including giving notice of a breach of clause 4.4 and substituting a sign for flora that has been removed, damaged or interfered with contrary to clause 4.4.
- (2) A person must comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is –
  - (a) not to be inconsistent with any provision of this local law or any determination; and
  - (b) to be for the purpose of giving notice of the effect of a provision of this local law.

**Part 5 - Matters relating to particular local government property**

***Division 1 - Swimming pool areas***

**5.1 When entry must be refused**

- (1) A Manager or an authorised person must refuse admission to any person who –
  - (a) in her or his opinion is –
    - (i) under the age of 10 years and who is unaccompanied by a responsible person over the age of 12 years;
    - (ii) under the age of 10 years and who is accompanied by a responsible person over the age of 12 years where the responsible person is incapable of or not providing, adequate supervision of or care for that person;
    - (iii) suffering from any contagious, infectious or cutaneous disease or complaint, or is in an unclean condition; or
    - (iv) under the influence of liquor or a prohibited drug; or
  - (b) is to be refused admission by the CEO or an authorised person for breaching a clause of this local law.
- (2) If a person referred to in paragraph (a) or (b) of subclause (1) is in a pool area, a Manager or an authorised person must –
  - (a) direct the person to leave; and

LEG190008

- (b) if the person refuses or fails to leave, remove the person or arrange for the person to be removed, from the pool area.

**5.2 Consumption of food or drink may be prohibited**

A person must not consume any food or drink in an area where consumption is prohibited by a sign.

***Division 2 - Beaches***

**5.3 Powers of authorised persons or surf life saving club members**

- (1) An authorised person employed by the Shire may perform all or any of the following functions in relation to a beach –
  - (a) patrol any beach;
  - (b) carry out any activity on any beach;
  - (c) erect signs designating bathing areas and signs regulating, prohibiting or restricting specified activities on the whole or any part of a beach or in or on the water adjacent to the beach and to direct persons on the beach or in or on the water to comply with such signs;
  - (d) temporarily enclose any area with rope, hessian, wire or any other means for the conduct of surf life saving club activities; and
  - (e) direct persons to leave the water adjacent to a beach during dangerous conditions or if a shark is suspected of being in the vicinity of a beach.
- (2) Subject to sub clause (3), the CEO may, where the power to appoint authorised persons has been delegated under section 5.42 of the Act, appoint under section 9.10 of the Act a member or members of a surf life saving club to perform all or any of the functions listed in subclause (1).
- (3) A person appointed by the CEO under subclause (2) must have been recommended by the surf life saving club as competent to perform the functions referred to in that subclause in respect of which they are authorised.
- (4) Under subclause (2), the CEO may appoint members generally, or in relation to particular times, days or months.

**5.4 Authority of Shire employee to prevail**

If the CEO has authorised a person under clause 5.3(1) and a member of a surf life saving club under clause **Error! Reference source not found.** in relation to the same beach, where they could perform a function referred to in clause 5.3(1) contemporaneously, the authority of an authorised person employed by the Shire under clause 5.3(1) is to prevail.

**5.5 Persons to comply with signs and directions**

A person must -

- (a) not act in contravention of any sign erected on a beach under clause 5.3(1)(c);

LEG190008

- (b) not enter an area which has been temporarily closed with rope, hessian, wire or any other means for the conduct of surf life saving club activities, unless he or she is a member of the club or has obtained from the club permission to enter;
- (c) comply with any direction given under clause 5.3(1)(c) or 5.3(1)(e); and
- (d) not interfere with, obscure, obstruct, or hang any item of clothing or towel on a flag, sign, notice or item of life saving equipment.

***Division 3 - Fenced or closed property***

**5.6 No entry to fenced or closed local government property**

A person must not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the CEO or an authorised person.

***Division 4 - Toilet blocks and change rooms***

**5.7 Only specified gender to use entry of toilet block or change room**

- (1) Where a sign on a toilet block or change room specifies that a particular entry of the toilet block or change room is to be used by –
  - (a) females, then a person of the male gender must not use that entry of the toilet block or change room;
  - (b) males, then a person of the female gender must not use that entry of the toilet block or change room; or
  - (c) families, then persons who are not immediate members of a family must not use that entry of the toilet block or change room where it is already being used by a different family.
- (2) Clause 5.7(1)(a) and (b) does not apply to children under the age of 6 years when accompanied by a parent or guardian.

**5.8 Hire of lockers**

- (1) A person may hire a locker in or near a changeroom for the purpose of safekeeping articles on the conditions that –
  - (a) it is the responsibility of the person hiring the locker to lock the locker once the articles to be stored are placed in the locker and to return the key to the attendant; and
  - (b) on receiving a receipt given in respect of the hire of the locker, an attendant is to hand to that person the key for the locker described in the receipt in order to remove the articles from the locker.
- (2) A person must not store in any locker a firearm or offensive weapon or any article or substance that has been unlawfully acquired or which is a substance or article within the meaning of ‘dangerous goods’ under the *Dangerous Goods Safety Act 2004*.

LEG190008

- (3) An attendant or authorised person may open and inspect the contents of a locker at any time, where the attendant or authorised person reasonably suspects that a breach of this local law has occurred.

#### **5.9 Unclaimed property in locker**

- (1) If an article in a locker is not claimed or collected within 48 hours after the date of hire, the article may be removed by an attendant or authorised person.
- (2) An attendant or authorised person must record in the Unclaimed Property Register, with respect to each article removed from a locker –
  - (a) a description of the article removed;
  - (b) the time and date the article was removed; and
  - (c) the time and date recorded on the original receipt.
- (3) An attendant or authorised person must ensure that an article removed from the locker is stored at the place determined by the CEO or an authorised person.
- (4) An attendant or authorised person may deliver to a person an article recorded in the Unclaimed Property Register on receiving –
  - (a) satisfactory evidence of the person's right to obtain the article;
  - (b) an accurate description of the article being claimed; and
  - (c) payment of any outstanding fees or storage charges.
- (5) A person who receives delivery of an article from the Unclaimed Property Register must, by way of acknowledging receipt of the article, write his or her name and address and sign his or her name in the Unclaimed Property Register.

#### **5.10 Use of shower or bath facilities**

A person may use a shower or bath facility in changerooms only on conditions that –

- (a) the facilities must be used by the person only for the purpose of cleansing, bathing and washing themselves;
- (b) use of the facilities must be restricted to a maximum period of 15 minutes or such lesser time as required by an attendant; or
- (c) the facilities must not be used for the purpose of laundering or washing any clothing or other articles.

### **Part 6 - Fees for entry on to local government property**

#### **6.1 No unauthorised entry to function**

- (1) A person must not enter local government property on such days or during such times as the property may be set aside for a function for which a charge for admission is authorised, except –

LEG190008

- (a) through the proper entrance for that purpose; and
  - (b) on payment of the fee chargeable for admission at the time.
- (2) The CEO or an authorised person may exempt a person from compliance with subclause (1)(b).

## **Part 7 - Objections and Review**

### **7.1 Objection and appeal rights**

Division 1 of Part 9 of the Act applies to a decision under this local law to grant, renew, amend or cancel a permit or consent.

## **Part 8 - Miscellaneous**

### **8.1 CEO and authorised person to be obeyed**

A person on local government property must obey any lawful direction of the CEO or an authorised person and must not in any way obstruct or hinder the CEO or an authorised person in the execution of her or his duties.

### **8.2 Persons may be directed to leave local government property**

The CEO or an authorised person may direct a person to leave local government property where she or he reasonably suspects that the person has contravened a provision of any written law.

### **8.3 Disposal of lost property**

An article left on any local government property, and not claimed within a period of 3 months, may be disposed of by the CEO or an authorised person in any manner he or she thinks fit.

### **8.4 Decency of dress**

Where an authorised person considers that the clothing of any person on local government property is not proper and adequate to prevent indecent exposure, the authorised person may order that person to put on adequate clothing and that person is to comply with the order immediately.

### **8.5 False or misleading statement**

A person must not make a false or misleading statement in connection with an application for a permit under clause 3.2 under this local law.

## **Part 9 - Enforcement**

### *Division 1 - Notices*

#### **9.1 Definition**

In this Division –

“costs” of the Shire include its administrative costs.

#### **9.2 Damage to local government property**

If a person unlawfully removes, damages or interferes with local government property, the CEO or an authorised person may, give the person a notice under this Division.

#### **9.3 Breach of a permit**

If a permit holder breaches a condition of the permit, or fails to comply with a direction under clause 3.16(b), the CEO or an authorised person may, give the person a notice under this Division.

#### **9.4 Shire may undertake requirements of notice**

- (1) If a person fails to comply with a notice referred to in clause 9.2, the Shire may—
  - (a) do the thing specified in the notice, including replace the property, or reinstate the property to the state it was in before the removal, damage or interference; and
  - (b) recover from the person, as a debt, the costs of doing so.
- (2) If a person fails to comply with a notice referred to in clause 9.3, the Shire may—
  - (a) take whatever remedial action it considers appropriate to put the Shire in the position it would have been in if the breach or failure had not occurred; and
  - (b) recover from the person, as a debt, the costs of doing so.

#### **9.5 Notice requirements**

A notice under this Division must –

- (a) be in writing;
- (b) specify the reason for giving the notice, the work or action that is required to be undertaken and the time within which it is to be undertaken; and
- (c) be given to the person referred to in clause 9.2 or 9.3, as the case may be.

LEG190008

**9.6 Offence to fail to comply with notice**

A person who fails to comply with a notice given to him or her under this local law commits an offence.

**9.7 Shire may undertake requirements of notice**

If a person fails to comply with a notice given to him or her under this local law, the CEO or an authorised person may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs of doing so.

*Division 2 - Offences and penalties*

**9.8 Offences and general penalty**

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

**9.9 Prescribed offences**

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is the amount specified adjacent to the clause in Schedule 1.
- (3) For the purpose of guidance only, before giving an infringement notice to a person in respect of the commission of a prescribed offence, the Shire should be satisfied that –
  - (a) commission of the prescribed offence is a relatively minor matter; and
  - (b) only straightforward issues of law and fact are involved in determining whether the prescribed offence was committed, and the facts in issue are readily ascertainable.

**9.10 Form of notices**

- (1) For the purposes of this local law –
  - (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;
  - (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and
  - (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the Regulations.

LEG190008

- (2) Where an infringement notice is given under section 9.16 of the Act in respect of an alleged offence against clause 2.4, the notice is to contain a description of the alleged offence.

**9.11 Evidence of a determination**

- (1) In any legal proceedings, evidence of a determination may be given by tendering the register referred to in clause 2.5 or a certified copy of an extract from the register.
- (2) It is to be presumed, unless the contrary is proved, that the determination was properly made and that every requirement for it to be made and have effect has been satisfied.
- (3) Subclause (2) does not make valid a determination that has not been properly made.



**Schedule 1 – Prescribed offences**

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.4	Failure to comply with determination	\$200
3.6	Failure to comply with conditions of permit	\$200
3.13(1)	Failure to obtain a permit	\$200
3.14(3)	Failure to obtain permit to camp outside a facility	\$200
3.15(1)	Failure to obtain permit for liquor	\$200
3.16	Failure of permit holder to comply with responsibilities	\$200
4.2(1)	Behaviour detrimental to property	\$200
4.3	Taking, Injuring, Killing any Fauna	\$300
4.4	Removing, damaging, interfering, with any flora or planting or depositing any flora	\$300
4.5	Under influence of liquor or prohibited drug	\$200
4.7(2)	Failure to leave local government property	\$200
4.8(1)	Tethering animal to tree etcetera or permitting animal to enter local government property	\$200
4.9	Depositing or discarding waste on local government property	\$200
4.10	Taking a glass container within 5m of pool, to a children's playground or within local government property as indicated by a sign	\$200
4.11(2)	Failure to comply with sign on local government property	\$200
5.2	Consuming food or drink in prohibited area	\$200
5.5	Failure to comply with sign or direction on beach	\$200
5.6	Unauthorised entry to fenced or closed local government property	\$200
5.7	Gender not specified using entry of toilet block or change room	\$200
6.1(1)	Unauthorised entry to function on local government property	\$200
8.5	Making a false or misleading statement	\$200
9.6	Failure to comply with notice	\$200

LEG190008

Document Set ID: 4121688

Version: 3, Version Date: 13/06/2019

## **Schedule 2 - Determinations**

The following determinations are to be taken to have been made by the Shire under clause 2.1.

### **Part 1 - Preliminary**

#### **1.1 Definitions**

In these determinations unless the context otherwise requires –

“**local law**” means the *Local Government Property Local Law* made by the Shire.

#### **1.2 Interpretation**

Where a term is used but not defined in a determination and that term is defined in this local law then the term is to have the meaning given to it in this local law.

### **Part 2 - Application**

#### **2.1 Vehicles on local government property**

- (1) Unless under the authority of a permit or determination, a person must not take or cause a vehicle to be taken onto or driven on local government property unless –
  - (a) the local government property is clearly designated as a road, access way or car park;
  - (b) the vehicle is driven by a Shire employee, authorised person or contractor engaged by the Shire, who is engaged in providing a service, maintaining or making a delivery in connection with the local government property;
  - (c) the person is driving an emergency vehicle in the course of his or her duties; or
  - (d) the vehicle is a motorised wheelchair.
- (2) A person must not drive a vehicle or allow a vehicle to be driven on local government property at a speed exceeding 10 kilometres per hour, or in such a manner as to cause danger to any person.

#### **2.2 Motorised model aeroplanes, toys or ships**

A person must not use, launch or fly a motorised model aeroplane, toy, ship, glider or rocket that is propelled by mechanical, hydraulic, combustion or pyrotechnic means on or from local government property except where a permit or a determination specifies a particular local government property.

#### **2.3 Children's playgrounds**

- (1) The Council may set aside a public reserve or any portion of a public reserve as a children's playground.

LEG190008

- (2) The Council may limit the ages of persons who are permitted to use a children's playground and the CEO or an authorised person may erect a sign under clause 2.3 of this local law to that effect on or in the immediate vicinity of the playground.
- (3) A person over the age specified in that sign, other than a person having the charge of a child or children in the playground, must not use a playground or interfere with the use by children of the playground.

#### **2.4 Launching and retrieval of boats**

A person must not take onto, launch from, or retrieve a boat on local government property except where a permit or a determination specifies a particular local government property unless –

- (a) the person is a Shire employee, authorised person or contractor engaged by the Shire and who is engaged in providing a service, maintaining or making a delivery in connection with the local government property;
- (b) the person is in charge of a boat engaged in rescue services or dealing with an emergency;
- (c) the local government property is a boat ramp that is delineated by a sign to that effect.

#### **2.5 Activities prohibited on local government property**

- (1) A person is prohibited from playing or practising archery, pistol or rifle shooting on local government property except on land which is reserved by the Shire for that purpose, or as otherwise provided by determination or permit.
- (2) A person is prohibited from playing or practising golf, on local government property except on the Dunsborough and Districts Country Club, Reserve No. 34894.
- (3) A person must not use or ride a bicycle or wheeled recreational device, skateboard, or sand board on any local government property except on an area specified by a sign erected on the local government property.
- (4) A person must not use or take on to, a spear gun, hand spear, gidgie or similar device on any local government property.

#### **2.6 Fish cleaning**

A person must not shell, gut, scale or clean fish, shellfish or any other animal, or deposit or discard waste from any fish, shellfish or other animal on local government property.

#### **2.7 Waste**

A person must not deposit or discard waste on local government property except –

- (a) in a place or receptacle set aside by the CEO or an authorised person for that purpose and subject to any conditions that may be specified on the receptacle or sign in relation to the type of waste that may be deposited or other conditions; or

LEG190008

- (b) at the Busselton Waste Facility, Rendezvous Road Busselton and the Dunsborough Waste Facility, Vidler Road Dunsborough, and subject to directions issued from time to time by the CEO or an authorised person for the orderly and proper use of those waste facilities in relation to hours of business, separation of waste into designated receptacles, prohibition of the deposit of certain types of refuse or waste, and conduct of persons or persons in charge of vehicles while on the site.

---

Dated 16 February 2010

The Common Seal of the Shire of Busselton was affixed by authority of a resolution of the Council in the presence of -

MATTHEW SMITH, A/Chief Executive Officer  
IAN STUBBS, President

---

#### Notes

This is a compilation of the *Shire of Busselton Local Government Property Local Law 2010* and includes any amendments referred to in the following table.

Local laws and amendments come into operation on the 14<sup>th</sup> day after the day of publication in the gazette unless a later day is specified: s 3.14 of the *Local Government Act 1995*.

#### Compilation Table

Citation	Gazettal date
<i>Shire of Busselton Local Government Property Local Law 2010</i>	9 March 2010
<i>Shire of Busselton Local Government Property Amendment Local Law 2011</i>	22 March 2011

LEG190008

Document Set ID: 4121688

Version: 3, Version Date: 13/06/2019

**City of Busselton**

---

**LOCAL GOVERNMENT PROPERTY  
AMENDMENT LOCAL LAW 202~~1~~2**

*Local Government Act 1995*  
City of Busselton

**Local Government Amendment Property Local Law 2021~~2~~**

**CONTENTS**

1.	Short title.....	3
2.	Commencement .....	3
3.	Local law amended .....	3
4.	Clause 1.1 amended .....	3
5.	Clause 1.5 amended .....	3
6.	Clause 2.2 amended .....	3
7.	Clause 2.7 amended .....	3
8.	Clause 2.8 amended .....	4
9.	Clause 3.13 amended .....	4
10.	Clause 5.1(1) amended.....	4
11.	Various references to “Shire” amended .....	4
12.	Schedule 1 amended .....	5

*Local Government Act 1995*

**City of Busselton**

**Local Government Property Amendment Local Law 202~~1~~2**

Under the powers conferred on it by the *Local Government Act 1995* and under all powers enabling it, the Council of the City of Busselton resolved on [add date] to make the following local law.

**1. Short title**

This is the *Local Government Property Amendment Local Law 202~~1~~2*.

**2. Commencement**

This local law commences on the 14<sup>th</sup> day after the day on which it is published in the *Government Gazette*.

**3. Local law amended**

This local law amends the *Shire of Busselton Local Government Property Local Law 2010*.

**4. Clause 1.1 amended**

In clause 1.1, delete “*Shire of Busselton Local Government Property Local Law 2010*” and insert:

*City of Busselton Local Government Property Local Law 2010*

**5. Clause 1.5 amended**

In clause 1.5 –

(a) delete the definition of “Shire”; and

(b) insert, in their appropriate alphabetical sequence:

“**City**” means the City of Busselton;

“**drone**” means a powered aerial vehicle that does not carry a human operator and is piloted remotely;

**6. Clause 2.2 amended**

In clause 2.2(2)(b), delete “Shire’s offices” and insert:

City’s offices

**7. Clause 2.7 amended**

In clause 2.7(1)(b), delete “fly or use a motorised model aeroplane;” and insert:

fly or use a motorised model aeroplane, helicopter, drone or other similarly remotely piloted device;

**8. Clause 2.8 amended**

In clause 2.8(1) –

- (a) at the end of paragraph (g), delete “and”;
- (b) at the end of paragraph (h), ~~delete “.” and~~ insert:  
: and
- (c) after paragraph (h), insert:
  - (i) fly or use a motorised model aeroplane, helicopter, drone or other similarly remotely piloted device.

**9. Clause 3.13 amended**

In clause 3.13(1)(d), after “beach,” insert:

reserve,

**10. Clause 5.1(1) amended**

In clause 5.1(1)(a)(i) and (ii) –

- (a) delete each reference to “12 years” and insert:  
16 years
- (b) delete each reference to “10 years” and insert:  
12 years

**11. Various references to “Shire” amended**

In the provisions listed in the Table, delete “Shire” (each occurrence) and insert:

City

**Table**

Clause 1.5 definitions of – <b>“authorised person”</b> <b>“CEO”</b> <b>“Council”</b> <b>“district”</b> <b>“local government property”</b> <b>“Manager”</b> <b>“person”</b>	Clause 3.10(4)
	Clause 3.13(1)(f)
	Clause 3.14(2)
	Clause 5.3(1)
	Clause 5.4 (heading and text)
	Clause 9.1
Clause 1.7	Clause 9.4 (heading and subclauses (1) and (2))
Clause 2.7(1)(f)(iii)	Clause 9.7 (heading)
Clause 2.8(1)(f)(ii) and (h)	Clause 9.9(3)



Clause 2.9(1)	Schedule 2 – (a) opening words; (b) clause 1.1; (c) clause 2.1(b); (d) clause 2.4(a); and (e) clause 2.5(1).
Clause 3.1	
Clause 3.4(1)(b) and (f)	
Clause 3.4(2)(k)	
Clause 3.5(1)	
Clause 3.7	

**12. Schedule 1 amended**

In Schedule 1, delete the Table and insert:

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.4	Failure to comply with determination	\$250
3.6	Failure to comply with conditions of permit	\$250
3.13(1)	Failure to obtain a permit	\$250
3.14(3)	Failure to obtain permit to camp outside a facility	\$250
3.15(1)	Failure to obtain permit for liquor	\$250
3.16	Failure of permit holder to comply with responsibilities	\$250
4.2(1)	Behaviour detrimental to property	\$250
4.3	Taking, Injuring, Killing any Fauna	\$375
4.4	Removing, damaging, interfering, with any flora or planting or depositing any flora	\$375
4.5	Under influence of liquor or prohibited drug	\$250
4.7(2)	Failure to leave local government property	\$250
4.8(1)	Tethering animal to tree etcetera or permitting animal to enter local government property	\$250
4.9	Depositing or discarding waste on local government property	\$250
4.10	Taking a glass container within 5m of pool, to a children's playground or within local government property as indicated by a sign	\$250
4.11(2)	Failure to comply with sign on local government property	\$250
5.2	Consuming food or drink in prohibited area	\$250
5.5	Failure to comply with sign or direction on beach	\$250
5.6	Unauthorised entry to fenced or closed local government property	\$250
5.7	Gender not specified using entry of toilet block or change room	\$250
6.1(1)	Unauthorised entry to function on local government property	\$250
8.5	Making a false or misleading statement	\$250
9.6	Failure to comply with notice	\$250

Dated [add date]

The Common Seal of the     )  
City of Busselton was     )  
affixed by authority of a     )  
a resolution of the Council     )  
in the presence of     )

---

MICHAEL STEPHEN LEE ARCHER  
Chief Executive Officer

---

GRANT HENLEY  
Mayor

**City of Busselton**

---

**LOCAL GOVERNMENT PROPERTY  
AMENDMENT LOCAL LAW 2022**

*Local Government Act 1995*

City of Busselton

**Local Government Amendment Property Local Law 2022**

---

**CONTENTS**

---

1.	Short title.....	3
2.	Commencement .....	3
3.	Local law amended .....	3
4.	Clause 1.1 amended .....	3
5.	Clause 1.5 amended .....	3
6.	Clause 2.2 amended .....	3
7.	Clause 2.7 amended .....	3
8.	Clause 2.8 amended .....	4
9.	Clause 3.13 amended .....	4
10.	Clause 5.1(1) amended.....	4
11.	Various references to “Shire” amended .....	4
12.	Schedule 1 amended .....	5

*Local Government Act 1995*

**City of Busselton**

**Local Government Property Amendment Local Law 2022**

Under the powers conferred on it by the *Local Government Act 1995* and under all powers enabling it, the Council of the City of Busselton resolved on [add date] to make the following local law.

**1. Short title**

This is the *Local Government Property Amendment Local Law 2022*.

**2. Commencement**

This local law commences on the 14<sup>th</sup> day after the day on which it is published in the *Government Gazette*.

**3. Local law amended**

This local law amends the *Shire of Busselton Local Government Property Local Law 2010*.

**4. Clause 1.1 amended**

In clause 1.1, delete “*Shire of Busselton Local Government Property Local Law 2010*” and insert:

*City of Busselton Local Government Property Local Law 2010*

**5. Clause 1.5 amended**

In clause 1.5 –

(a) delete the definition of “Shire”; and

(b) insert, in their appropriate alphabetical sequence:

“**City**” means the City of Busselton;

“**drone**” means a powered aerial vehicle that does not carry a human operator and is piloted remotely;

**6. Clause 2.2 amended**

In clause 2.2(2)(b), delete “Shire’s offices” and insert:

City’s offices

**7. Clause 2.7 amended**

In clause 2.7(1)(b), delete “fly or use a motorised model aeroplane;” and insert:

fly or use a motorised model aeroplane, helicopter, drone or other similarly remotely piloted device;

**8. Clause 2.8 amended**

In clause 2.8(1) –

- (a) at the end of paragraph (g), delete “and”;
- (b) at the end of paragraph (h), delete “.” and insert:  
; and
- (c) after paragraph (h), insert:
  - (i) fly or use a motorised model aeroplane, helicopter, drone or other similarly remotely piloted device.

**9. Clause 3.13 amended**

In clause 3.13(1)(d), after “beach,” insert:

reserve,

**10. Clause 5.1(1) amended**

In clause 5.1(1)(a)(i) and (ii) –

- (a) delete each reference to “12 years” and insert:  
16 years
- (b) delete each reference to “10 years” and insert:  
12 years

**11. Various references to “Shire” amended**

In the provisions listed in the Table, delete “Shire” (each occurrence) and insert:

City

**Table**

Clause 1.5 definitions of – <b>“authorised person”</b> <b>“CEO”</b> <b>“Council”</b> <b>“district”</b> <b>“local government property”</b> <b>“Manager”</b> <b>“person”</b>	Clause 3.10(4)
	Clause 3.13(1)(f)
	Clause 3.14(2)
	Clause 5.3(1)
	Clause 5.4 (heading and text)
	Clause 9.1
Clause 1.7	Clause 9.4 (heading and subclauses (1) and (2))
Clause 2.7(1)(f)(iii)	Clause 9.7 (heading)
Clause 2.8(1)(f)(ii) and (h)	Clause 9.9(3)

Clause 2.9(1)	Schedule 2 – (a) opening words; (b) clause 1.1; (c) clause 2.1(b); (d) clause 2.4(a); and (e) clause 2.5(1).
Clause 3.1	
Clause 3.4(1)(b) and (f)	
Clause 3.4(2)(k)	
Clause 3.5(1)	
Clause 3.7	

**12. Schedule 1 amended**

In Schedule 1, delete the Table and insert:

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.4	Failure to comply with determination	\$250
3.6	Failure to comply with conditions of permit	\$250
3.13(1)	Failure to obtain a permit	\$250
3.14(3)	Failure to obtain permit to camp outside a facility	\$250
3.15(1)	Failure to obtain permit for liquor	\$250
3.16	Failure of permit holder to comply with responsibilities	\$250
4.2(1)	Behaviour detrimental to property	\$250
4.3	Taking, Injuring, Killing any Fauna	\$375
4.4	Removing, damaging, interfering, with any flora or planting or depositing any flora	\$375
4.5	Under influence of liquor or prohibited drug	\$250
4.7(2)	Failure to leave local government property	\$250
4.8(1)	Tethering animal to tree etcetera or permitting animal to enter local government property	\$250
4.9	Depositing or discarding waste on local government property	\$250
4.10	Taking a glass container within 5m of pool, to a children's playground or within local government property as indicated by a sign	\$250
4.11(2)	Failure to comply with sign on local government property	\$250
5.2	Consuming food or drink in prohibited area	\$250
5.5	Failure to comply with sign or direction on beach	\$250
5.6	Unauthorised entry to fenced or closed local government property	\$250
5.7	Gender not specified using entry of toilet block or change room	\$250
6.1(1)	Unauthorised entry to function on local government property	\$250
8.5	Making a false or misleading statement	\$250
9.6	Failure to comply with notice	\$250

Dated [*add date*]

The Common Seal of the     )  
City of Busselton was     )  
affixed by authority of a     )  
a resolution of the Council     )  
in the presence of     )

---






MICHAEL STEPHEN LEE ARCHER  
Chief Executive Officer

---

GRANT HENLEY  
Mayor



12.3 Policy and Legislation Committee - 2/3/2022 - HOLIDAY HOME REGULATORY FRAMEWORK REVIEW

<b>STRATEGIC THEME</b>	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
<b>STRATEGIC PRIORITY</b>	3.2 Facilitate an innovative and diversified economy that supports local enterprise, business, investment and employment growth.
<b>SUBJECT INDEX</b>	Local Planning Scheme 21 Amendments
<b>BUSINESS UNIT</b>	Strategic Planning
<b>REPORTING OFFICER</b>	Strategic Planner - Joanna Wilkinson
<b>AUTHORISING OFFICER</b>	Director Planning and Development Services - Paul Needham
<b>NATURE OF DECISION</b>	Legislative: adoption of “legislative documents” such as local laws, local planning schemes and local planning policies
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Consultation Outcomes Report   Attachment B Conditions of Registration (working draft)   Attachment C Code of Conduct (working draft)  

This item was considered by the Policy and Legislation Committee at its meeting on 2/3/2022, the recommendations from which have been included in this report.

The committee recommendation was moved and carried.

**COUNCIL DECISION**

**C2203/058**

Moved Councillor A Ryan, seconded Councillor M Love

That the Council supports further progressing the review of the City’s regulatory framework for holiday homes, as follows:

1. Note the Consultation Outcomes Report to Inform Changes to the Holiday Home Regulatory Framework (January 2022) provided at Attachment A.
2. Implement changes to the regulatory framework for holiday homes in three stages:
  - (a) Stage one:  
Changes to conditions of registration and introduction of a code of conduct as generally described in this report.
  - (b) Stage two:
    - (i) Initiate amendments to the Holiday Homes Local Law 2012, to be presented via a separate report during the first half of 2022.
    - (ii) Concurrently, develop a Council Policy to guide application of the local law.
  - (c) Stage three:  
Draft and initiate advertising of formal changes relating to holiday home provisions in Local Planning Scheme No. 21 and Local Planning Policy No. 4.1: Holiday Homes, to be presented via a separate report, once uncertainties related to the state level regulatory framework have been resolved.

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council supports further progressing the review of the City's regulatory framework for holiday homes, as follows:

1. Note the Consultation Outcomes Report to Inform Changes to the Holiday Home Regulatory Framework (January 2022) provided at Attachment A.
2. Implement changes to the regulatory framework for holiday homes in three stages:
  - (a) Stage one:

Changes to conditions of registration and introduction of a code of conduct as generally described in this report.
  - (b) Stage two:
    - (i) Initiate amendments to the Holiday Homes Local Law 2012, to be presented via a separate report during the first half of 2022.
    - (ii) Concurrently, develop a Council Policy to guide application of the local law.
  - (c) Stage three:

Draft and initiate advertising of formal changes relating to holiday home provisions in Local Planning Scheme No. 21 and Local Planning Policy No. 4.1: Holiday Homes, to be presented via a separate report, once uncertainties related to the state level regulatory framework have been resolved.

**EXECUTIVE SUMMARY**

In 2012, three interrelated key instruments were introduced by Council to regulate holiday homes – these included a local law, provisions in the local planning scheme, and a local planning policy. The local planning policy has since been reviewed and amended, however the local law has remained unchanged, and the Scheme provisions were carried over in 2014, without substantive change, into *Local Planning Scheme No. 21*.

Following a resolution of Council in June 2021 to review five key aspects of the framework, extensive stakeholder and community consultation was carried out. Each of these changes was advertised as an 'opportunity for change', and each received majority support from consultation respondents.

The purpose of this report is to provide information about the outcomes of consultation, and propose that formal changes be introduced in three separate stages. As a first stage, changes relating to the management of holiday homes have been drafted, and should these changes be supported it is proposed that the community and industry stakeholders will be notified through a number of different means.

**BACKGROUND**

In 2002, upon direction from the Minister for Planning, the Shire of Busselton set out to establish a policy position for holiday homes in the District. A regulatory framework was formally established late in 2012, and this continues to be one of the most comprehensive in the State. The framework includes three key components: provisions in *Local Planning Scheme No. 21* (the Scheme) and *Local Planning Policy No. 4.1: Holiday Homes* (LPP 4.1), both pertaining to planning land use; and the *Holiday Homes Local Law 2012* (the Local Law), pertaining to registration and management.

Over time issues relating to holiday homes have arisen that may not be sufficiently addressed through this framework. At its meeting of 9 June 2021 Council resolved (C2106/119) to conduct a review by drafting a number of potential changes, and to consult with the community about these changes. In summary the proposed changes were:

- (a) Exclude some residential areas from holiday home use, by introducing areas of exclusion.
- (b) Revise standards for the size and design of properties, relative to maximum permissible occupancy numbers.
- (c) Revise and introduce new requirements and expectations for managers.
- (d) Introduce requirements and expectations for occupants and their guests.
- (e) Introduce requirements for the management of dogs.
- (f) Develop a Council Policy to guide application of the Local Law.

Consultation was carried out for a period of seven weeks between 13 August and 4 October 2021, comprising a number of community information sessions, static displays, an extensive online document library, and an online survey. 553 survey responses and a further 18 written submissions were received and each proposed change gained support from the majority of respondents. A report outlining the full consultation process and an analysis of the outcomes is provided at Attachment A.

The remainder of this report sets out whether and/or how the various advertised changes can be formally pursued in response to the outcomes of consultation.

## **OFFICER COMMENT**

### **Introduction of staged changes**

Consultation carried out during 2021 affirmed that there is stakeholder and community support for a review of the Holiday Home Regulatory Framework. It is proposed that the majority of advertised changes be formally drafted and implemented in three separate stages.

The primary reasons for phased introduction are:

- Prioritisation of workload, and the length of time it will take for some of the changes to take effect.
- Uncertainty around the State's planning framework because of the draft *Position Statement: Planning for Tourism*.

Stage 1: some of the holiday home management changes are proposed to be introduced first. This includes changes to the conditions of registration and introduction of a new code of conduct, which can be implemented within the City's existing regulatory framework. A working draft of the conditions of registration is provided at Attachment B, and the code of conduct at Attachment C. Should these changes be supported it is intended that stakeholders will be notified, with the changes coming into effect through the 2022/23 annual registration renewal process.

Stage 2: amendments to the Local Law are required to follow a statutory process, and it is proposed that the amended Local Law be presented to Council through a subsequent report during the first half of 2022. Concurrently, a Council policy would be developed to guide application of the Local Law.

Stage 3: most of the land use/development changes are subject to statutory requirements under the Regulations. Additionally, the State Government's recently released draft *Position Statement: Planning for Tourism* may impact the current development controls provided through the Scheme and LPP 4.1, and the preferred future direction identified through this review.

The State's draft policy was referred to Council on 9 February 2022 (C2202/022) and Council resolved to provide a formal submission advocating against a number of elements of the draft policy. Officers recommend that the City undertakes these changes as a third stage, either later in 2022 or upon finalisation of the State's policy position.

### **Holiday home management changes – Stages 1 and 2**

Many holiday home neighbours and community members who responded to the 2021 consultation raised concerns around the impact of holiday homes on the enjoyment of their own homes and neighbourhoods. Their negative experiences relate to noise, disturbance and antisocial behaviour; parking of vehicles outside of lot boundaries; unattended barking dogs; and management of waste disposal. There was a sentiment that management issues should be addressed as a matter of priority.

Following the closure of consultation, officers met with several local managing agencies who are collectively responsible for the management of approximately one third of all registered holiday homes in the district. These managers were supportive of the advertised changes, observing that the changes would complement the management policies and practices they already have in place.

The three advertised opportunities for change that relate to the management of holiday homes were:

- (b) *“3. Change the requirements and expectations for managers, by:*
- (c)     a) *Reducing the amount of time in which a manager must respond to any contact relating to a holiday home, from 24 hours to 12 hours.*
- (d)     b) *Requiring managers to live within a 30 minute travel time from the holiday home.*
- (e)     c) *Requiring that the contact details of the manager be displayed on a sign that can be seen from the street, so that the manager can be contacted directly if there is a reason to lodge a complaint.*
- (f)     d) *Requiring that the manager must resolve complaints and ensure that occupants follow the correct rules (e.g. not too many occupants, cars parked within the property boundary, not cause a nuisance to neighbours etc.).*
- (g)     4. *Introduce a code of conduct for the management of the behaviour of occupants and their guests. This would include the display of the code of conduct in the holiday home, and acknowledgement by the occupants that they are aware of the code of conduct.*
- (h)     5. *Require that dogs must not be left unattended at holiday homes.”*

Each change received majority support from consultation survey respondents (61%, 86% and 67% respectively), with full details provided in the attached *Consultation Outcomes Report to Inform Changes to the Holiday Home Regulatory Framework*.

In regard to change number three, this included four separate components. As part of the consultation, survey respondents were asked to identify which of the components they did not support. This was a non-compulsory question, resulting in an overall 25.3% response rate (140 of the 553 survey participants). The remaining two advertised changes were supported by the majority of respondents from all stakeholder groups.

Recommendations for the implementation of changes are discussed below, and where supported by officers are identified as either a Stage 1 or Stage 2 change.

Change 3a: Reducing the amount of time in which a manager must respond to any contact relating to a holiday home, from 24 hours to 12 hours

The requirement for managers to respond to contact relating to a holiday home is provided through clause 3.4 of the Local Law which states:

*“3.4 Contacting the manager*

*...*

*(2) The manager must respond within a reasonable time but in any event within 24 hours to any contact relating to the holiday home; ...”*

This requirement is further explained through a condition of registration stating:

*“The manager must inform the City of Busselton in writing within 24 hours of becoming aware of any breach of these conditions of registration or breach of the local law or relevant law by an attendant and of any action taken in relation thereto: provided that if the manager becomes aware of such breach on a weekend or public holiday, the City must be informed of such breach on the first following business day.”*

A revised response time of 12 hours was proposed because a dilemma arises around a response time that may be considered reasonable. ‘Reasonable’ may be almost immediate for a management agency with multiple staff, but this might not be the case if a sole person is appointed as manager.

The question of reasonableness also applies to the potential to criminalise behaviour (the time to respond to a complaint) which may be disproportionate to the purpose sought to be achieved. For example, it may not be reasonable to criminalise a slow response to a complaint about an excessive number of vehicles parked at a property. It may be considered reasonable to expect a quick response regarding an excessive number of noisy and disruptive holiday home occupants and guests during the night. However this sort of matter may also be more appropriately dealt with by the police rather than a manager.

In instances where this measure was not supported by respondents, generally it was because they preferred to see a shorter response time such as one or two hours. Given the question of ‘reasonableness’, and the overwhelming support for a 12 hours response time, officers recommend that this proposed time be retained.

A change to sub-clause 2.3 (i) (ii) would require an amendment to the Local Law, and it is recommended that the amendment be undertaken as part of Stage 2.

Change 3b: Requiring managers to live within a 30 minute travel time from the holiday home

Currently there is no requirement pertaining to where a holiday home manager resides, meaning owners might personally manage a property regardless of place of residence (noting that 53.5% of owners/current applicants who responded to the 2021 consultation reside outside of the District), or elect to have the property managed by a local management agency, friend, etc. 48.5% of the 200 owners/current applicants who responded to the survey did not support this measure, with reasons including:

- many problems can be resolved via telephone;
- police should be contacted in the case of serious disruption;
- this measure would force the management of all holiday homes to be carried out by local entities (lack of availability; increased cost).

The Shires of Augusta-Margaret River and Exmouth require all development applications for a holiday home to provide a management plan that includes the contact details of a manager/caretaker who resides within a specified (short) travel time of the premises. As neither of these local governments has a local law for holiday homes, this requirement stems from the planning process. Noosa Shire Council has introduced a similar provision through a local law (drafted under Queensland state legislation) that came into effect on 1 February 2022.

Officers have further reviewed this potential change, initially advising that introduction could be via the Local Law, however it is unlikely to be supported by the parliamentary Joint Standing Committee. A set travel time is more likely to be achievable by a managing agency, than it is by a sole person appointed as manager.

Despite support received during consultation for this measure, other changes such as the requirement for display of a manager's contact details on signage and a code of conduct may alleviate some management issues that were sought to be addressed through this measure. Officers recommend that this change is not pursued. However should Council be of a mind to investigate this option then further advice would be sought.

Change 3c: Requiring that the contact details of the manager be displayed on a sign that can be seen from the street

A standard condition of registration is that any signage advertising a holiday home must not exceed 0.2m<sup>2</sup>, and be situated on private property and within the subject site. The maximum signage size is consistent with Schedule 9 (A) 2 of the Scheme, and does not require development approval.

The Local Law provides that the manager must be contactable through clause 2.6:

*"2.6 Conditions which may be imposed*

*The Council may approve an application for registration subject to conditions relating to—*

*...*

- (k) ensuring that each of the manager, and the acting manager while undertaking the functions of the manager—*
- (i) is contactable by telephone, at any time of the day or night, using his or her contact details provided to the City; ..."*

The proposed change received majority support from all consultation respondents. Opposition primarily came from owners/current applicants, with some of the reasons being:

- Safety and security of a premises by providing an obvious advertisement that it would be frequently vacant;
- Likelihood of an unnecessary volume of phone calls and/or vexatious complaints;
- Adequacy of providing contact details to immediate neighbours only;
- Adverse visual impact in the streetscape.

At the follow-up meeting with managing agencies, support was provided because they already have contact details on signage outside of managed properties, but receive a large volume of calls that do not relate to the properties they manage. Managing agencies also commented that they have not experienced security and theft issues resulting from signage outside of properties.

The feedback from managing agencies suggests that there are many instances where no contact details are provided to nearby neighbours, leaving them helpless if enquiries or complaints are not addressed. Applying this requirement to all properties would mean that calls are directed to the appropriate manager, and a greater likelihood of enquiries, complaints and issues being resolved. The owner/current applicant concerns around safety and security are understood, however there is also benefit in that a sign outside a property is an alternative form of advertising that could provide advantage in the short-stay market.

It is recommended that this measure is introduced in Stage 1 through a new condition of registration, stating that the premises must display a sign, visible from the street, notifying of a current telephone number upon which the manager can be contacted.

Owners would be provided with a transition time in which to install the sign, with initial proof of such signage to be provided by 30 September 2022, and subsequently each year through the annual registration renewal process.

Change 3d: Requiring that the manager must resolve complaints and ensure that occupants follow the correct rules

The Local Law provides a mechanism to require managers to terminate tenancies where attendants breach the conditions of registration. Clause 3.2 states:

*“3.2 Breach of a condition by an attendant*

*(1) In this clause, breach means breach by an attendant of—*

- (a) a condition of registration;*
- (b) this local law; or*
- (c) a relevant law.*

*(2) Within 24 hours of—*

- (a) the CEO or an authorised person giving written notice to the manager of the breach;*
- (b) the manager becoming aware of the breach; or*
- (c) the manager becoming aware of circumstances that would reasonably enable the manager to determine that the breach had occurred.*

*the manager must ensure that—*

- (d) the occupant’s tenancy is terminated; and*
- (e) the occupant vacates the holiday home.”*

It is recommended that this measure is expanded in Stage 1 through a new condition of registration, so that the manager requirement to respond to and resolve any breach is explicitly conveyed.

Change 4: Introduce a code of conduct for the management of the behaviour of occupants and their guests

The Local Law allows for conditions of registration that can cover matters such as the maximum number of occupants and their guests; the minimum number of on-site car parking bays for the exclusive use of occupants and guests; and the maximum of vehicles that may be parked on the premises at any time. The conditions include provisions for each of these matters as well as the disposal of waste.

Registration can be cancelled if there is evidence of excessive noise, antisocial behaviour or other nuisances, and an occupant's tenancy can be cancelled if there are breaches to the Local Law or conditions of registration. It is required that these conditions must be displayed at the premises, however it may be the case that occupants and their guests are not fully aware of their obligations.

A separate document relating to the obligations of occupants and their guests, in the form of a code of conduct, would clarify these requirements and expectations. A standardised document, drafted by the City and provided to all registered holiday homes, would introduce a consistent approach. It should be noted that the code of conduct itself would not be enforceable by the City against individual attendants, however the City could require proof that the code of conduct is provided to and acknowledged by occupants.

It is recommended that this measure is introduced in Stage 1 through:

- a) A new condition of registration requiring managers to notify occupants of the code of conduct; and proof to be provided to the City, upon request, demonstrating that occupants have been notified.
- b) A standardised code of conduct, to be provided to all holiday home owners and managers through the annual renewal process.

Change 5: Require that dogs must not be left unattended at holiday homes

Registration can be cancelled if there is evidence of excessive noise or other nuisances, and the conditions of registration specify that nuisance can include barking dogs.

Holiday homes are often regarded as a 'home away from home' and provide a flexible opportunity for occupants to travel with pets. Dogs in particular can become distressed when left unattended, causing disturbance to neighbours, and the *Dog Act 1976* does not provide a workable means to address the matter.

It is recommended that this measure is introduced in Stage 1 through a new condition of registration, and a specific section in the code of conduct, stating that dogs are not to be left unattended, and must not cause a nuisance.

### **Statutory Environment**

#### **Local Government Act 1995 (LG Act)**

Section 3.5 of the LG Act provides Council with the head of power for making local laws, which stipulates:

*"A local government may make local laws under this Act prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act."*

The procedure for making local laws is set out in section 3.12 of the LG Act and regulation 3 of the *Local Government (Functions and General) Regulations 1996*.

#### **Planning and Development Act 2005 (PD Act) and associated Regulations**

The PD Act outlines the relevant considerations when preparing and amending local planning schemes.

The *Planning and Development (Local Planning Schemes) Regulations 2015* identify three different types of Scheme amendments (regulation 34), and set out the procedure for amending a local planning policy (Schedule 2, Part 2, clause 5).



***Holiday Homes Local Law 2012 (Local Law)***

The purpose of the Local Law is to require the registration of all holiday homes, the nomination of a manager and acting manager, and to ensure the adherence to conditions relating to the orderly and proper use of the holiday home.

**Relevant Plans and Policies**

The City's Community Engagement Policy provides guiding principles for engagement to enable stakeholders to stay informed on matters that affect them and have the opportunity to make informed comment.

There are no plans or policies related to the Local Law.

**Financial Implications**

There are no financial implications associated with the officer recommendation, with the costs of reviewing and amending the Holiday Homes Local Law provided for in the City's budget.

**Stakeholder Consultation**

Initial consultation in relation to the review was undertaken for a period of seven weeks in 2021.

No further consultation is proposed to implement Stage 1 recommendations. Relevant stakeholders and the community would be notified through the following actions:

- Targeted emails or surface mail letters to:
  - all persons who responded to the 2021 consultation;
  - holiday home owners and current applicants; and
  - holiday home managers, management agencies, booking platforms, industry bodies and relevant community associations (incorporated).
- Notices in the Bay to Bay newsletter, and the City's social media pages.
- A notice on the City's website, including an update to the Holiday Home Regulatory Framework Review *YourSay* portal.

Further consultation would, however, be required as part of progressing stages 2 & 3.

**Risk Assessment**

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

**Options**

As an alternative to the proposed recommendation the Council could:

1. Resolve to seek further information before making a decision.
2. Resolve to support the recommendations subject to identified modification(s).
3. Resolve not to support the recommendation.

**CONCLUSION**

In 2021 the City commenced a review of the Holiday Homes Regulatory Framework, and publically advertised five key opportunities for change. Each key change was supported, and it is recommended that the review is further advanced by formally drafting and implementing the changes in three separate stages.

The first of those stages relates to the management of holiday homes, and would involve notifying stakeholders and the community of revised conditions of registration and a new draft code of conduct for occupants and their guests.

The second stage relates to amendments to the Local Law, to be presented to Council in a separate report.

The third stage relates to the local planning framework, and it is recommended that this should be placed on hold until the end of 2022, or State Government's ongoing review of related matters is further advanced.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

In relation to the conditions of registration and code of conduct, relevant stakeholders the community would be notified within six weeks of a Council resolution.



**HOLIDAY HOME REGULATORY FRAMEWORK  
REVIEW – COMMUNITY CONSULTATION  
AUGUST/SEPTEMBER 2021**

**Consultation Outcomes Report to Inform Changes to the Holiday  
Home Regulatory Framework**

**January 2022**

---

#### TABLE OF CONTENTS

1. Introduction	3
2. Summary of Proposed Changes	3
3. Consultation Overview	4
4. Consultation Outcomes	6
4.1. Your Say Visitors	6
4.2. Participant Profiles	7
5. Survey Responses to Proposed Changes	10
5.1. Re-Introduction of Exclusion Areas	10
5.2. Reduced Number of Occupants	12
5.3. Manager Requirements/Expectations	15
5.4. Occupants – Code of Conduct	19
5.5. Dogs not left Unattended	20
6. Conclusion	21

ATTACHMENT A – Proposed Exclusion Areas.

ATTACHMENT B – Consultation Survey.

ATTACHMENT C – Your Say Project Report.

## 1 INTRODUCTION

In 2002, upon direction from the Minister for Planning, the Shire of Busselton set out to establish a policy position for holiday homes in the District. A regulatory framework was formally established late in 2012, and this continues to be one of the most comprehensive in Western Australia. The framework includes three key components: provisions in *Local Planning Scheme No. 21* (LPS 21) and *Local Planning Policy No. 4.1: Holiday Homes*, both pertaining to planning land use, and the *Holiday Homes Local Law 2012*, pertaining to registration and management.

Over time issues relating to holiday homes have arisen that may not be sufficiently addressed through this framework. In 2021 the Council resolved to review the Holiday Home Regulatory Framework by drafting a number of potential changes, and consult with the community about these proposed changes. Consultation was carried out for a period of seven weeks between 13 August and 4 October 2021, and included a number of community information sessions, static displays, an extensive online document library, and an online survey. The final response include 553 completed surveys and 18 additional written submissions.

In recent years holiday homes have proven to be a divisive issue in the community, particularly during the ongoing Covid-19 pandemic which is characterised in Western Australia by restricted international and interstate travel, conversely resulting in an unprecedented high level of intrastate travel, and a state-wide shortage of properties for long-term rental accommodation. These circumstances have been beneficial for some and costly for others, and a feature of the survey was to ask participants whether they identified as an owner, manager, neighbour or community member. Many differing viewpoints were offered.

Broadly there was support for a review of the City's existing regulatory framework, and each of the five proposed changes were supported. Survey results indicated however, that not all measures were supported by all stakeholder groups. Less complex changes tended to receive stronger support from all groups, e.g. the introduction of a code of conduct for occupants and not allowing dogs to be left unattended at properties. More complex changes were supported by a majority of all participants, but not by all stakeholder groups.

## 2 SUMMARY OF PROPOSED CHANGES

At its meeting of 9 June 2021 Council resolved to consider the implementation of five potential changes, subject to the outcomes of consultation. The proposed changes were presented to the community through a survey, in the following manner:

1. Introduce areas in the Residential zone where new holiday homes may not be permitted. Draft areas adopted by Council include:
  - Parts of Dunsborough (including Windlemere Estate and Dunsborough Lakes);
  - Parts of Vasse and Kealy (south of Bussell Highway/Busselton Bypass and zoned Residential);
  - Parts of Abbey and Broadwater (south of Bussell Highway and north of the Busselton Bypass);
  - West Busselton and Busselton (south of Bussell Highway and north of the Busselton Bypass); and
  - Parts of Bovell (including Country Road Estate) and Yalyalup (including Provence, Via Vasse and Willow Grove).
- Note: see advertised maps at Attachment A.*
2. Change the rules applying to how many occupants can stay in a holiday home in the Residential zone, by introducing the following limits:
  - a) In apartments, no more than 4 occupants.

- b) In units, no more than 4 occupants for lots less than 260m<sup>2</sup>.
- c) In free-standing houses no more than:
  - i. 10 occupants for lots greater than 350m<sup>2</sup>; or
  - ii. 7 occupants for lots 260m<sup>2</sup> - 350m<sup>2</sup>; or
  - iii. 4 occupants for lots less than 260m<sup>2</sup>.

*Note: no change was proposed outside of the Residential zone.*

- 3. Change the requirements and expectations for managers, by:
  - a) Reducing the amount of time in which a manager must respond to any contact relating to a holiday home, from 24 hours to 12 hours.
  - b) Requiring managers to live within a 30 minute travel time from the holiday home.
  - c) Requiring that the contact details of the manager be displayed on a sign that can be seen from the street, so that the manager can be contacted directly if there is a reason to lodge a complaint.
  - d) Requiring that the manager must resolve complaints and ensure that occupants follow the correct rules (e.g. not too many occupants, cars parked within the property boundary, not cause a nuisance to neighbours etc.).
- 4. Introduce a code of conduct for the management of the behaviour of occupants and their guests. This would include the display of the code of conduct in the holiday home, and acknowledgement by the occupants that they are aware of the code of conduct.
- 5. Require that dogs must not be left unattended at holiday homes.

A full description of each potential change, rationale around why the change has been proposed, and reasons why each might or might not be supported, was provided in the associated *Holiday Homes Regulatory Framework Review Directions Paper* (2021).

### 3 CONSULTATION OVERVIEW

A comprehensive strategy was developed to ensure that all impacted stakeholders would be informed that a review was underway, and be provided with an opportunity express their thoughts on the proposed changes.

An important part of this process was to identify key stakeholders. These included:

- Holiday home owners (current and pending development approval).
- Holiday home managing agencies (e.g. Dunsborough Holiday Homes, Exclusive Escapes etc.).
- Holiday home managers and acting managers (nominated through the registration approval process).
- Online booking platforms (e.g. Airbnb, Stayz etc.).
- Neighbours of holiday homes.
- Local community members.
- Incorporated community groups –
  - Dunsborough Progress Association
  - Injidup Residents' Association
  - Port Geographe Landowners' Association
  - Residents of Eagle Bay Association

- Yallingup Residents' Association.
- Industry bodies –
  - Australian Hotels Association
  - Busselton Chamber of Commerce and Industry
  - Dunsborough Yallingup Chamber of Commerce and Industry
  - Margaret River Busselton Tourism Association
  - Real Estate Institute of Western Australia (SW).
- Councillors and City staff.

Many stakeholders were contacted directly, and approximately 2,300 surface mail letters or emails were sent prior to the online survey becoming 'live'. For those stakeholders who the City was unable to contact directly, various conventional and online media tools were also utilised, including:

- A media release, resulting in two newspaper articles and two radio interviews.
- Three articles in the City's *Bay to Bay* e-newsletter.
- Eight advertisements in a local newspaper, outlining the duration of consultation and how people could become involved.
- Three social media posts, including a link to a Mayor's Message, accessible on You Tube.

Static information displays were set up for the duration of the consultation period at the City's administration building in Busselton, and Naturaliste Community Centre in Dunsborough. Temporary information displays, manned by City staff, were provided for half a day each at Busselton Central Shopping Centre and Dunsborough Centrepont Shopping Centre.

Five information sessions, hosted by staff and Councillors, were conducted to provide an overview of the proposed changes, and an opportunity for questions from stakeholders. Three of these were conducted online and two were in person, held respectively in Busselton and Dunsborough.

These various means of engaging with stakeholders were augmented by a dedicated 'Your Say' webpage that included a comprehensive document library, with links to the City's current policy framework, a Directions Paper, and relevant State Government documents.

The most successful means of engaging stakeholders were through surface mail letter, the *Bay to Bay* e-newsletter, and in person information sessions. Each resulted in a subsequent 'spike' in survey responses. The final article in the *Bay to Bay* is thought to have resulted in increased discussion activity on social media, within community groups, contributing to an increased number of participants. In total 2,100 visits were made to the Your Say webpage, by 989 individual visitors.

Ultimately these engagement tools culminated in an online survey. The survey was devised to capture general data (age and gender), residential postcode, and 'best fit' stakeholder option (e.g. owner, manager, neighbour etc.). A description of each of the proposed changes was followed by one or more questions, depending on the complexity of the change being proposed. A hard copy version of the survey can be found at Attachment B.

## 4 CONSULTATION OUTCOMES

The following section provides a brief overview of visitors to the Your Say webpage, and profile details provided by participants.

### 4.1 YOUR SAY VISITORS

The Your Say webpage was open for community engagement between 13 August and 4 October 2021.

A total of 2,100 visits were made to the page, by 989 individual visitors.

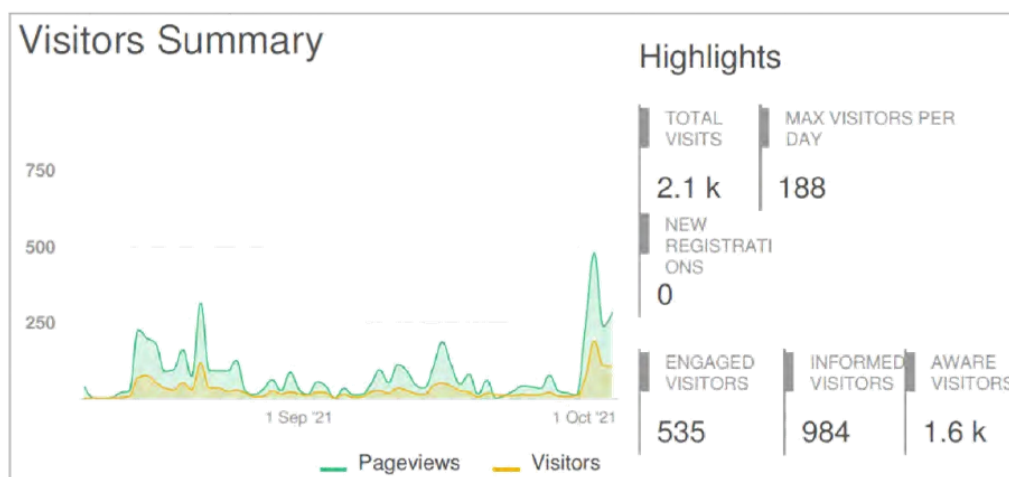
1,630 participants visited a project page or tool, 420 visited multiple project pages, and 549 downloaded a document. The Proposed Exclusion Areas Maps (Attachment A) was the most downloaded document, followed by the Directions Paper.

539 individual participants completed the survey and a total 553 responses were received, meaning approximately 14 individuals completed more than one survey.

Three notable spikes in visits to the page broadly coincided with articles published in the *the Bay to Bay* e-newsletter, although the final spike is likely to also be associated with discussion activity on social media, within community groups.

The initial high volume of responses was characterised by a high response rate from holiday home owners, coinciding with the receipt of direct surface mail letters.

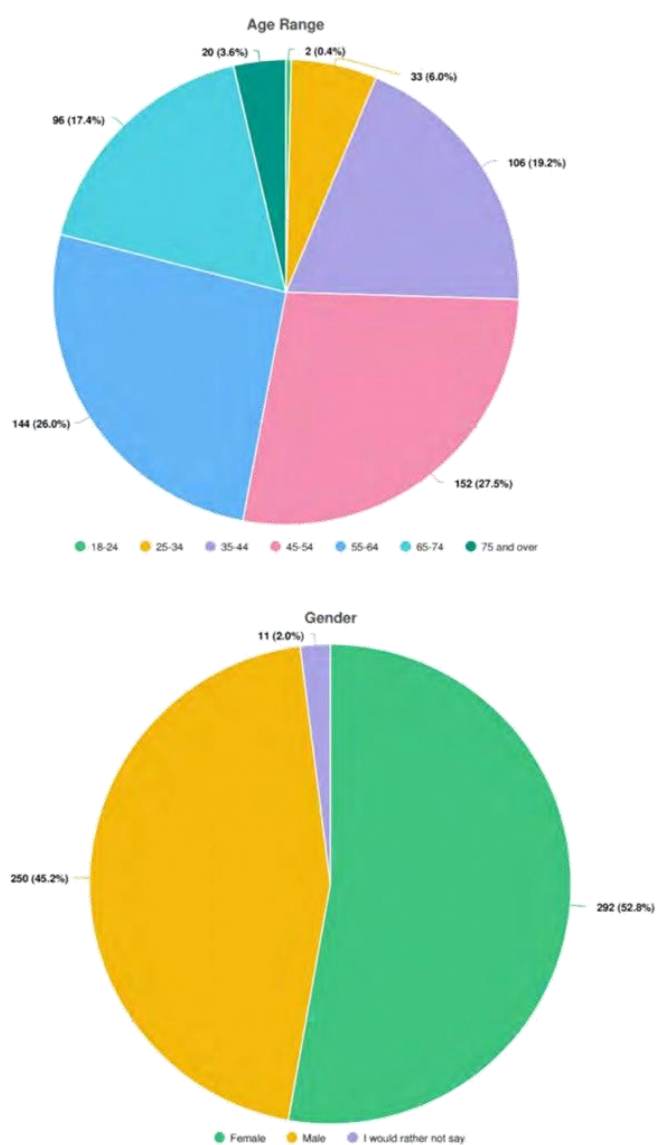
Aware Participants	1,630
Aware Actions Performed	Participants
Visited a Project or Tool Page	1,630
Informed Participants	984
Informed Actions Performed	Participants
Viewed a video	1
Viewed a photo	0
Downloaded a document	549
Visited the Key Dates page	20
Visited an FAQ list Page	112
Visited Instagram Page	0
Visited Multiple Project Pages	420
Contributed to a tool (engaged)	535





## 4.2 PARTICIPANT PROFILES

To ensure that a broad range of community members have the opportunity to speak and be heard, it is important to capture general data when conducting surveys. This data can be used to understand who is engaged, who is most concerned, and inform the design of future community engagement to try and better capture under-represented groups.

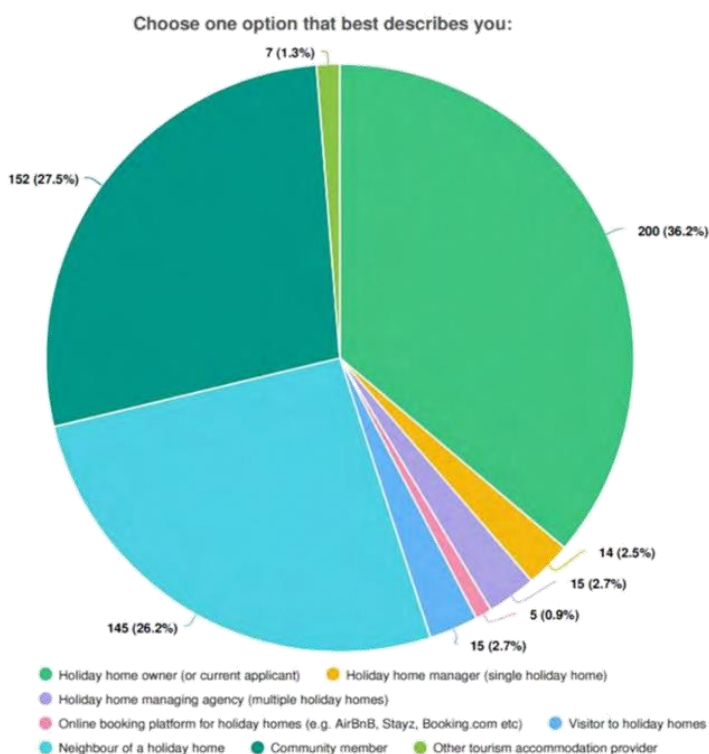


### Observations:

- The majority of participants (53.5%) were aged 45 – 64.
- The majority of participants (52.8%) were female.

In order to gain some understanding around bias and perspective, i.e. which changes are important to which stakeholders and why, participants were asked to choose one option that best described their relationship with holiday homes. These options included:

- Owner (or current applicant)
- Manager (one holiday home only)
- Managing agency (multiple holiday homes)
- Online booking platform (e.g. Airbnb)
- Visitor
- Neighbour
- Community member
- Other tourism accommodation provider



#### Observations:

- 200 participants (36.2%) identified most strongly as owners/current applicants. This sample group was relatively large and the responses differed from other sample groups. Therefore the responses have been analysed separately from any other sample group.
- 306 participants (53.7%) identified most strongly as community members or neighbours. Each of these sample groups were relatively large and the responses from both groups were in most cases similar, however each has been analysed separately from any other sample group.
- 29 participants (5.2%) identified most strongly as managers of single or multiple properties. Each of these sample groups were relatively small however the responses from both groups were similar. The responses from these sample groups were combined to provide more meaningful data, although in some instances the comments from managers of multiple properties (referred to as managing agencies) are provided below.
- Due to the small size of all other sample groups, meaningful data was unable to be extracted.

- For further analysis, data has been separated for four key stakeholder groups: owners/current applicants; managers; community members; and neighbours.

The final piece of general data information extracted from the surveys was the residential postcode of participants (rather than the postcode of the/a holiday home).



Observations:

- The overall majority of participants including managers, community members and neighbours, live within the District – primarily at postcode 6281 (Dunsborough, Eagle Bay, Naturaliste, Quedjinup, Quindalup, and Siesta Park) followed closely by the postcode 6280 (Ambergate, Busselton and suburbs, and Vasse).
- The majority of owners/current applicants (53.5%) live outside of the District, primarily in the Perth metropolitan area. Two participants reside interstate.

## 5 SURVEY RESPONSES TO PROPOSED CHANGES

As discussed in section 4.2, four key participant groups were identified: owners/current applicants; managers; community members; and neighbours. These four groups represented the views of 95% of all participants.

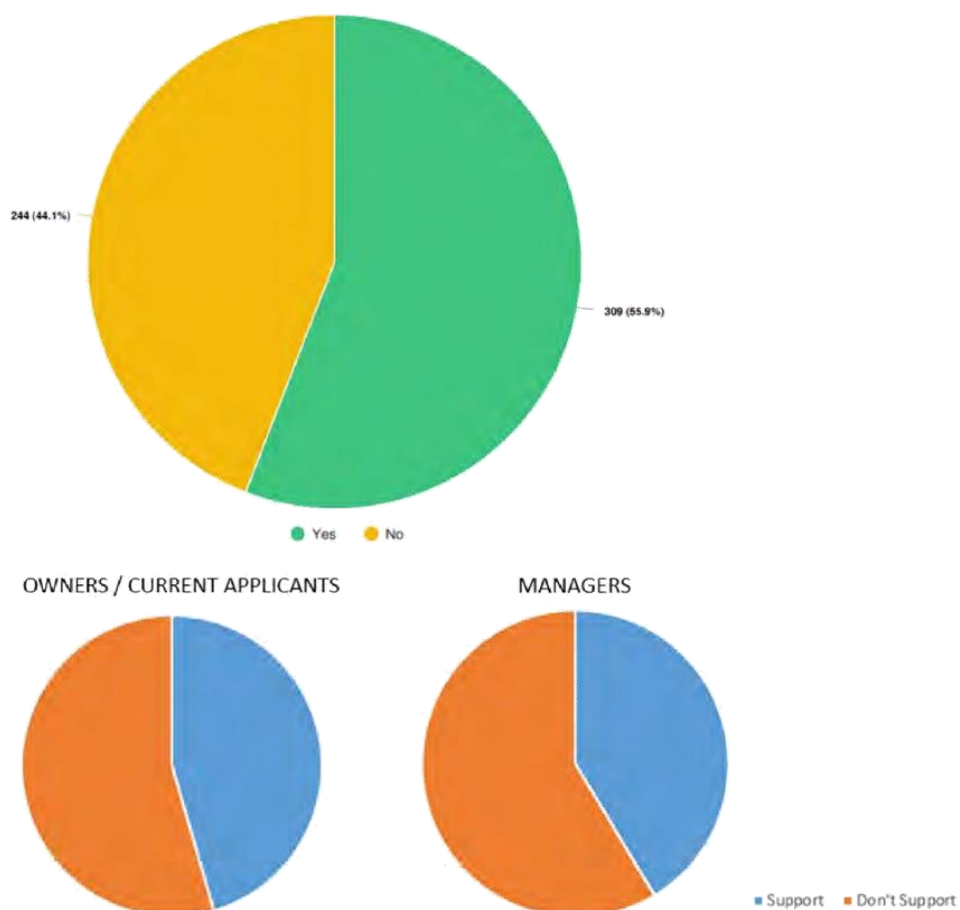
NUMBER OF RESPONSES FROM FOUR KEY STAKEHOLDER GROUPS				TOTAL
Owners/Current Applicants	Managers	Community Members	Neighbours	
200	29	152	145	526

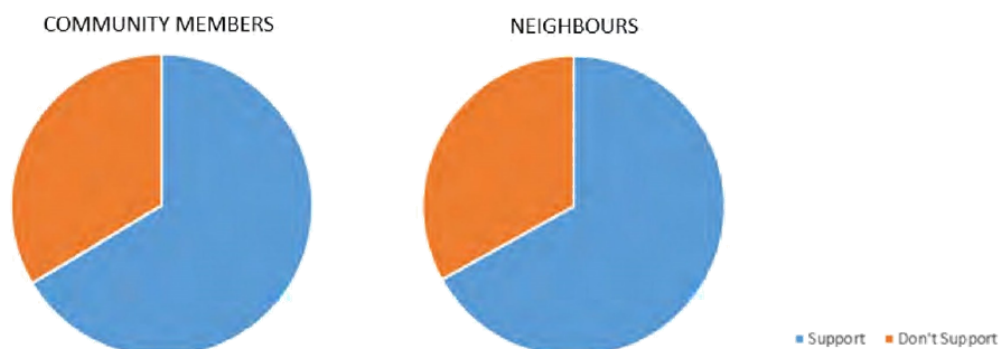
The data from responses to each proposed change is presented firstly from the overall survey results (Attachment C), and then from each of the key stakeholder groups.

### 5.1 RE-INTRODUCTION OF EXCLUSION AREAS

Proposed change no. 1: *Introduce areas in the Residential zone where new holiday homes may not be permitted.*

Question 1: *Do you generally support the change outlined in Opportunity 1?* (Compulsory Y/N)





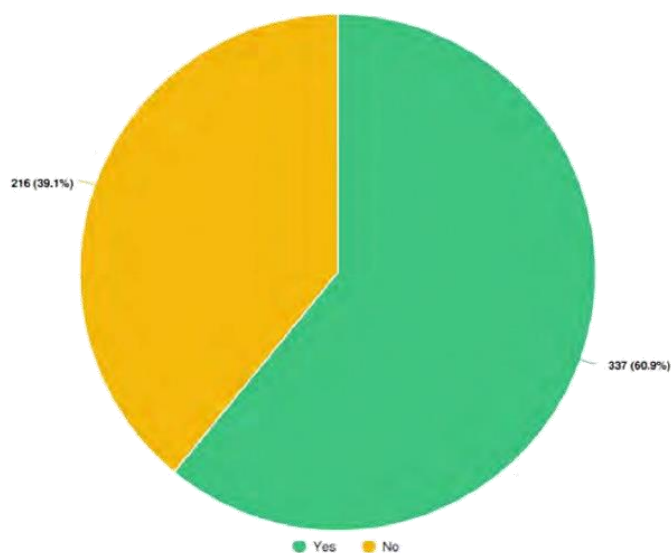
Observations:

- The majority of all participants (60%) support the re-introduction of exclusion areas.
- 55% of owners/current applicants (and 59% of managers) did not provide support.
- 2/3 of all neighbours and community members did support the measure.
- 68 participants who reside in Dunsborough Lakes, one of the areas proposed to be excluded, responded to the survey. Of these, 42 people or 61.8% support the re-introduction of an exclusion area.
  - Reasons for support included the maintenance of a permanent residential, community and neighbourhood environment; adverse amenity impacts (noise, parking, barking dogs etc.); and lack of long-term rental availability.
  - Reasons the proposal wasn't supported included lack of fairness through targeting a specific suburb; close proximity to the coast and golf course resulting to high tourism amenity; and that management should be a priority rather than restricting land use.
- Some comments indicated a desire for the inclusion of exclusion areas, in addition to those that were advertised – Cape Rise, Naturaliste Heights, and Port Geographe.
- There was a perception from some participants that if exclusion areas were introduced, they would lose their land use right.

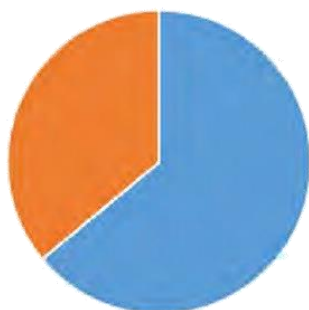
## 5.2 REDUCED NUMBER OF OCCUPANTS

Proposed change no. 2: *Change the rules applying to how many occupants can stay in a holiday home in the Residential zone.*

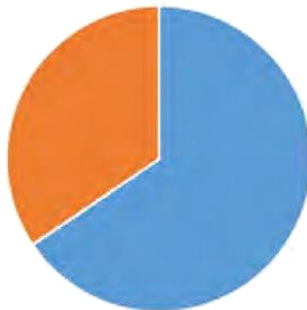
Question 2: *Do you generally support the change outlined in Opportunity 2? (Compulsory Y/N)*



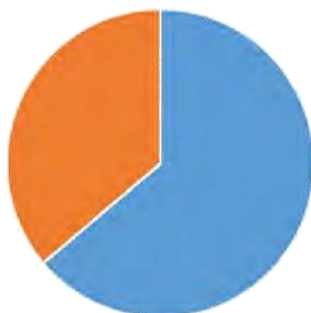
OWNERS / CURRENT APPLICANTS



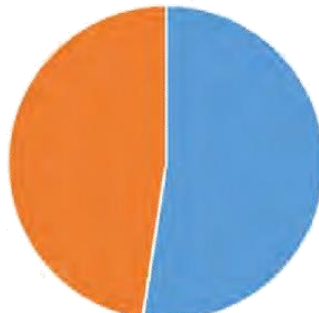
MANAGERS



COMMUNITY MEMBERS



NEIGHBOURS

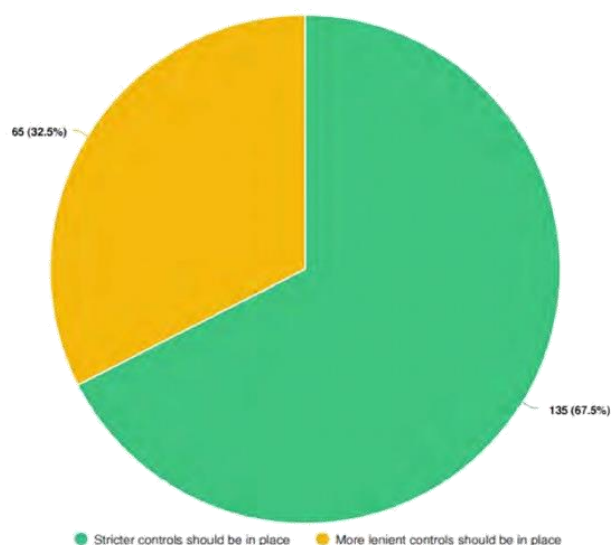


■ Support ■ Don't Support

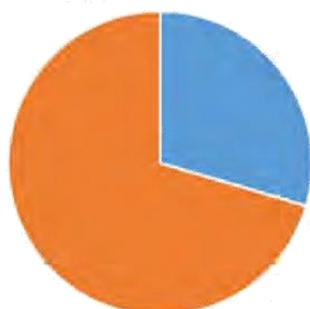
As outlined in section 2, this proposed change included specific occupancy numbers relative to the type of dwelling or lot size.

While there was majority support from all participant groups for this change, it is notable that almost half of all neighbours didn't support it. To gain greater understanding around whether stricter or more lenient controls were supported, a non-compulsory question was posed to the participants who had answered no to question two.

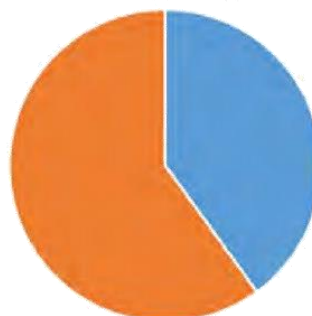
*Question 3: If no, do you think there should be stricter or more lenient controls? (Non-compulsory)*



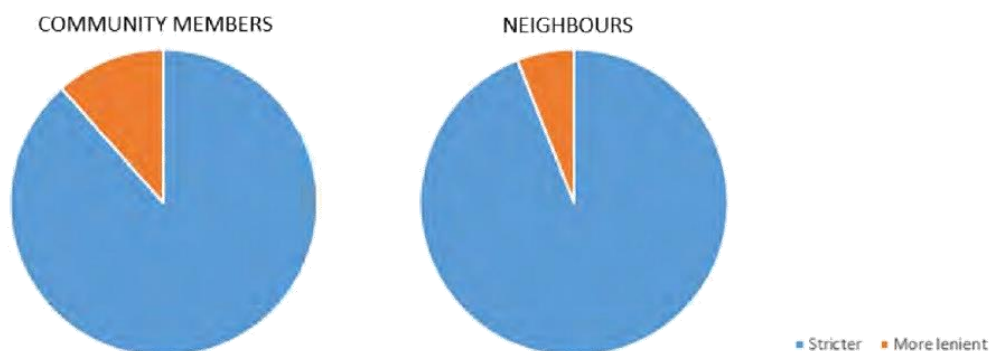
OWNERS / CURRENT APPLICANTS



MANAGERS



■ Stricter ■ More lenient



The number of respondents to this question was 200 (i.e. 36.2% of all participants), and there was a clear divergence of opinion between stakeholder groups as to whether stricter or more lenient controls should be introduced.

Observations:

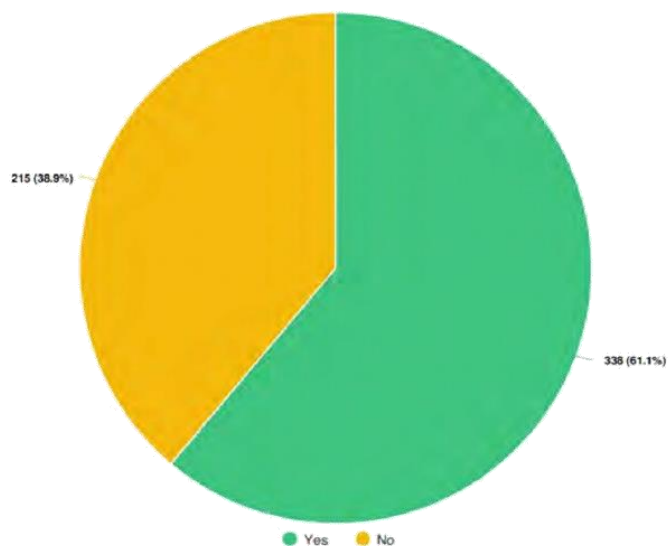
- 52 individual respondents or 30.1% of all participants identifying most strongly as community members, would like to have stricter controls in place.
- 46 individual respondents or 43.4% of all participants identifying most strongly as neighbours, would like to have stricter controls in place.
- 67 individual respondents or 21.5% of all participants identifying most strongly as owners/current applicants, opted for more lenient controls than those proposed (mainly for grouped dwellings with 4+ bedrooms and/or on large sites).
- A number of participants commented that stricter controls should also be considered in rural residential areas, with noise cited as the main issue.
- Commentary was provided around the design of buildings and the location of outdoor living areas, relative to neighbouring property bedrooms.



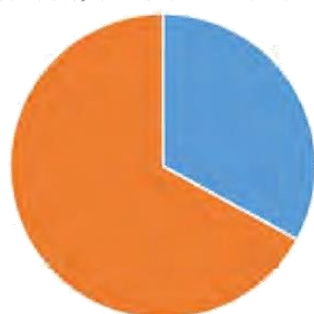
### 5.3 MANAGER REQUIREMENTS/EXPECTATIONS

Proposed change no. 3: *Change the requirements and expectations for managers.*

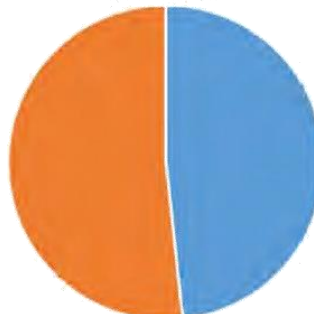
Question 4: *Do you generally support the change outlined in Opportunity 3? (Compulsory Y/N)*



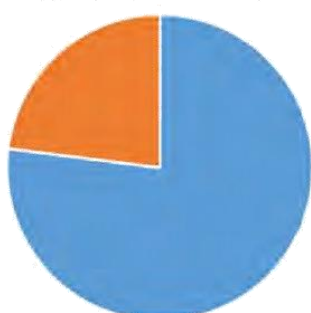
OWNERS / CURRENT APPLICANTS



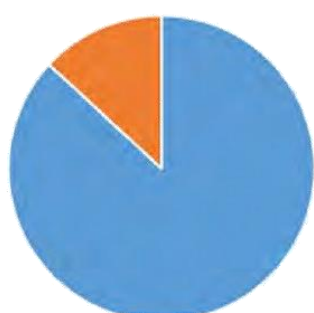
MANAGERS



COMMUNITY MEMBERS



NEIGHBOURS

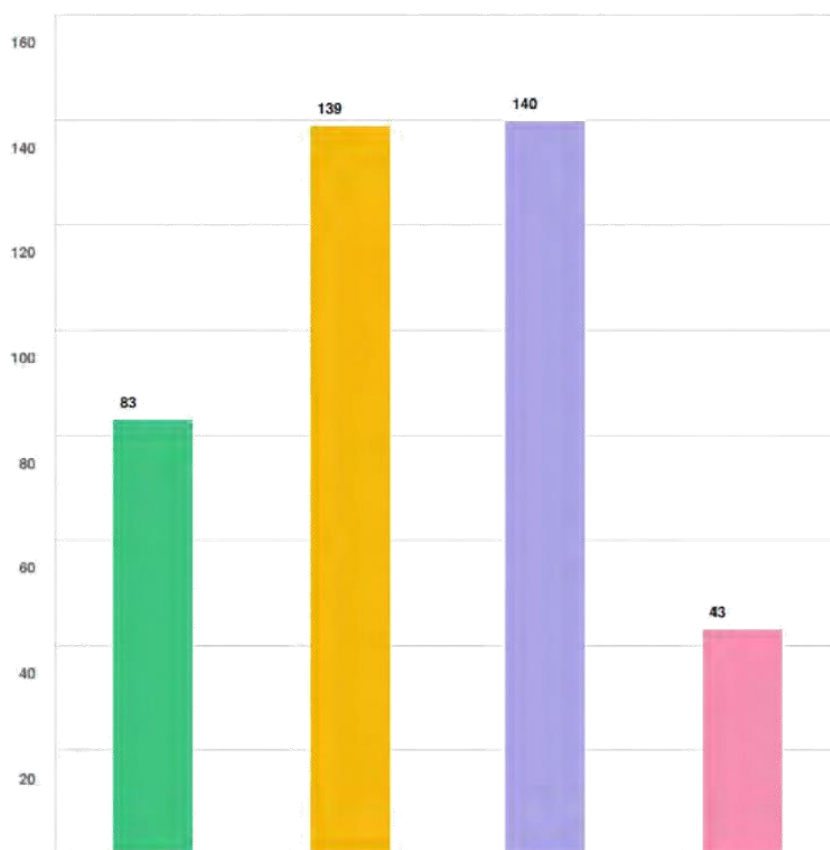


■ Support ■ Don't Support

As outlined in section 2, this proposed change included four different matters pertaining to the requirements and expectations for managers.

While there was majority support from all participant groups for this change, it is notable that the majority of owners/current applicants and managers did not support the proposal. To gain greater understanding around which measures were/weren't supported, a non-compulsory question was posed to the participants who had answered no to question four. Participants were able to select one or multiple options from A, B, C and D.

*Question 5: If no, which change/s don't you support? (Non-compulsory)*



**Question options**

- Reducing the amount of time in which a manager must respond to any contact relating to a holiday home, from 24 hours to 12 hours.
- Requiring managers to live within a 30 minute travel time from the holiday home.
- Requiring that the contact details of the manager be displayed on a sign that can be seen from the street, so that the manager can be contacted directly if there is a reason to lodge a complaint.
- Requiring that the manager must resolve complaints and ensure that occupants follow the correct rules (e.g. not too many occupants, cars parked within the property boundary, not cause a nuisance to neighbours etc).

The number of respondents to this question was 140 (i.e. 25.3% of all participants) and the overall result indicates that the two different matters least supported were requiring managers to live within a 30 minute travel distance, and requiring that the manager's contact details be displayed on a sign that can be seen from the street. This is discussed in more detail below.



## General observations:

- No more than 10% of all community member and neighbour participants showed 'no support' for any of these measures.
- The greatest response to this question was from owners/current applicants, however not all participants in this stakeholder group answered the question. Manager changes not supported as a percentage of all owners/current applicants respondents were:

TOTAL OWNER/CURRENT APPLICANT RESPONDENTS = 200	
12 hour response time	24.5%
30 minute travel time	48.5%
Contact details on a sign	53.0%
Manager must resolve complaints	14.5%

- While the majority of managers answered that they did not support this broad change (question four), the response to specific measures in question five does not provide evidence to reaffirm this view. Of all manager participants (total 29), only 37.9% indicated that they did not support the requirement for the manager's contact details be displayed on a sign; and only 34.5% indicated that they did not support the requirement that they reside within a 30 minute travel time.

## Observations relating to specific measures:

## 1. Reduced response time from 24 to 12 hours –

- The majority of all respondents in all stakeholder groups support this measure.
- Neighbours and community members commented that the response time should be reduced to less than 12 hours, commonly recommending 1 – 2 hours.

## 2. Requirement for manager to live within a 30 minute travel time from the holiday home –

- 25.1% of all participants did not support this measure.
- Owners/current applicants were most strongly opposed. Primary reasons were that most issues can be resolved over the phone; police should be called in the case of serious disruption; and this would force the management of all holiday homes to be carried out by local entities (with further concern around lack of availability; increased cost).
- By contrast, neighbours and community members support this measure because it would align with the general response time of other tourism accommodation providers (e.g. caravan parks,

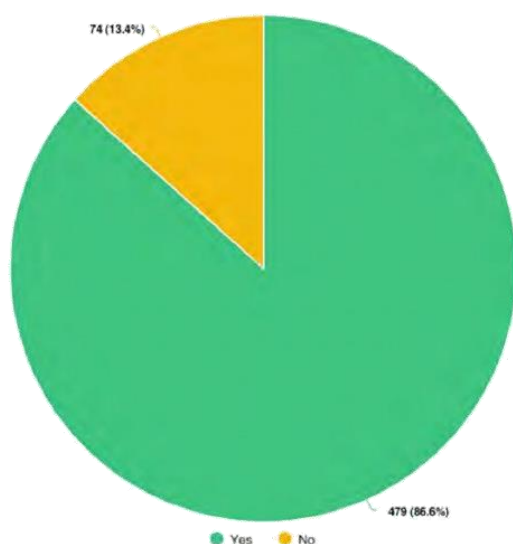
motels); it would be more likely that disturbances would be attended to by a local manager; and maintenance of the property could be carried out during the week rather than causing disturbance to local residents on the weekend.

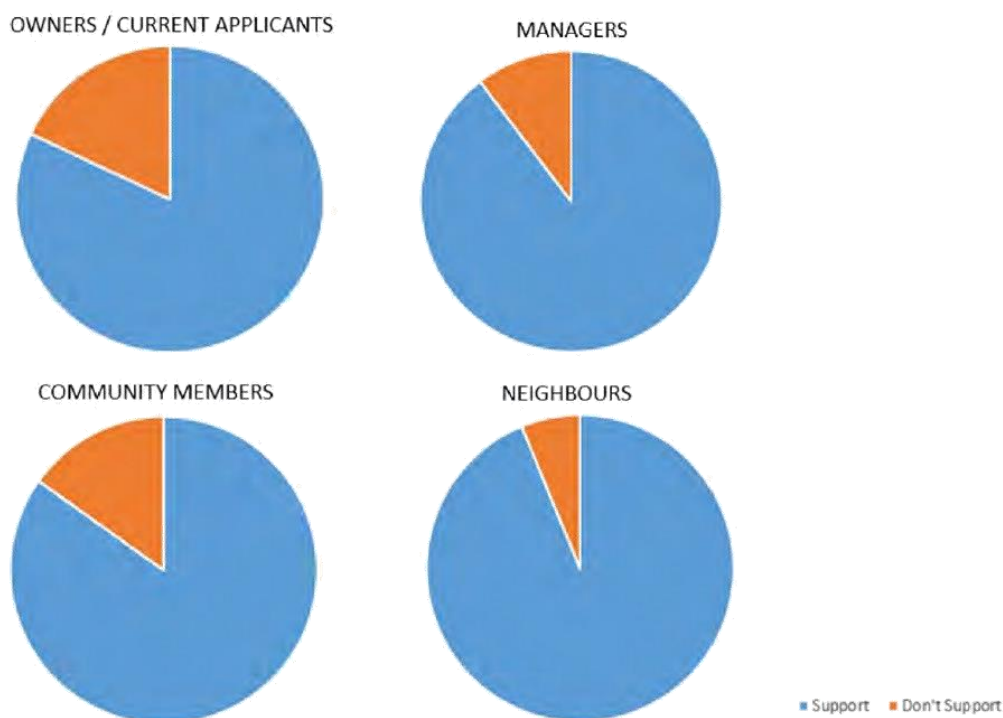
3. Requirement for the manager's contact details be displayed on a sign that can be seen from the street –
  - 25.3% of all participants did not support this measure.
  - Owners/current applicants were most strongly opposed. Primary reasons were around the safety and security of a property and providing an obvious advertisement that it would be frequently vacant; and the possibility of an unnecessary volume of calls or vexatious complaints. Some commented that it should be sufficient to provide contact details to immediate neighbours only; and that contact details should be limited to an email address only.
  - While some managers did not support the measure, many managing agencies provided support because they already have contact details on signage outside of managed properties, but receive a large volume of calls that do not relate to the properties they manage – applying this requirement to all properties would therefore lead to a reduced volume of unnecessary calls. Managing agencies also commented that they have not experienced security and theft issues resulting from signage outside of properties.
  - Some community members and neighbours did not support the measure, commenting that a large volume of signs would be unsightly in the streetscape.
4. Requirement that managers must resolve complaints and ensure that occupants follow the correct rules - the majority of all respondents in all stakeholder groups support this measure.

#### 5.4 OCCUPANTS – CODE OF CONDUCT

Proposed change no. 4: *Introduce a code of conduct for the management of behaviour of occupants and their guests.*

Question 6: *Do you generally support the change outlined in Opportunity 4? (Compulsory Y/N)*





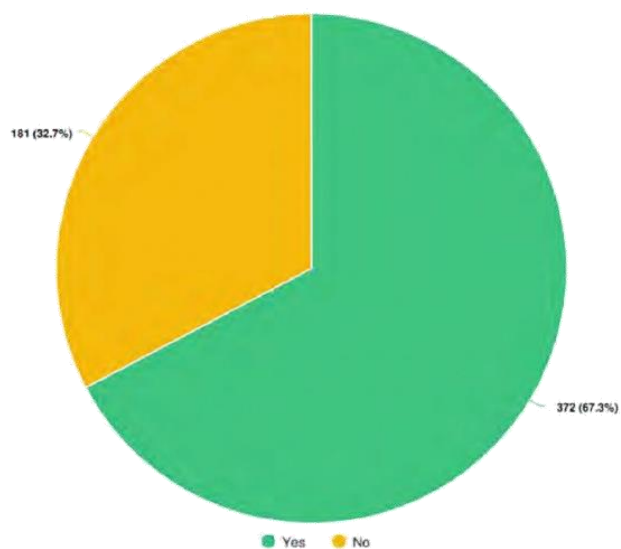
Observations:

- The majority of all participants (86.6%) support the introduction of a code of conduct for the management of behaviour of occupants and their guests.
- The majority of participants in all stakeholder groups support this change.
- 18% of owner/current applicant participants did not provide support, primarily commenting that booking platforms already have this requirement and it may lead to over-regulation.
- Managing agencies support the measure, commenting that it would assist them to have this in place if occupants did not follow 'house rules'.
- Generally it was commented that a standardised code of conduct would assist with the implementation of this change.

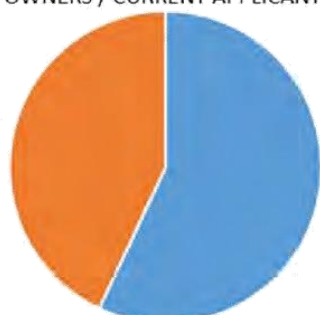
## 5.5 DOGS NOT LEFT UNATTENDED

Proposed change no. 5: *Require that dogs must not be left unattended at holiday homes.*

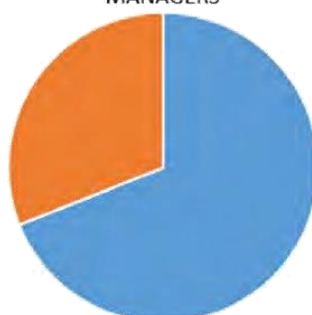
Question 7: *Do you generally support the change outlined in Opportunity 5? (Compulsory Y/N)*



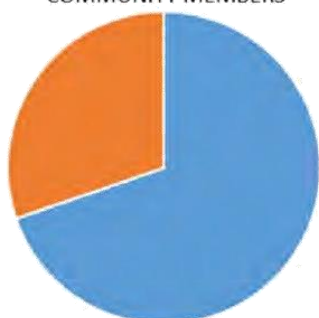
OWNERS / CURRENT APPLICANTS



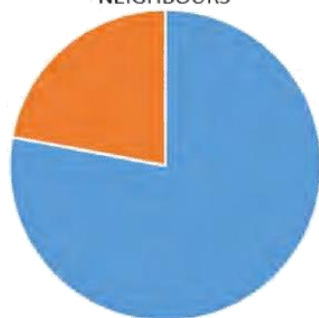
MANAGERS



COMMUNITY MEMBERS



NEIGHBOURS



■ Support ■ Don't Support

■ Support ■ Don't Support

Observations:

- The majority of all participants (67.3%) agree that dogs should not be left unattended at properties.
- The majority of participants in all stakeholder groups support this change.
- Managing agencies commented that, over time, they have restricted the number of properties at which dogs are allowed, and there are already house rules in place requiring that dogs must not be left unattended.
- Neighbours and community members commented that barking dogs can be very distressing for both people and the animals.
- Some participants are concerned that more dogs will be taken to national parks, beaches, and other places that they are not normally allowed.

## 6 CONCLUSION

Broadly there was support for a review of the City's existing holiday home regulatory framework, and each of the five proposed changes were supported.

Survey results indicated however, that not all measures were supported by all stakeholder groups. Less complex changes tended to receive stronger support from all groups, e.g. the introduction of a code of conduct for occupants and not allowing dogs to be left unattended at properties. More complex changes were supported by a majority of all participants, but not by all stakeholder groups. Concern tended to be around the detail in the proposed change.

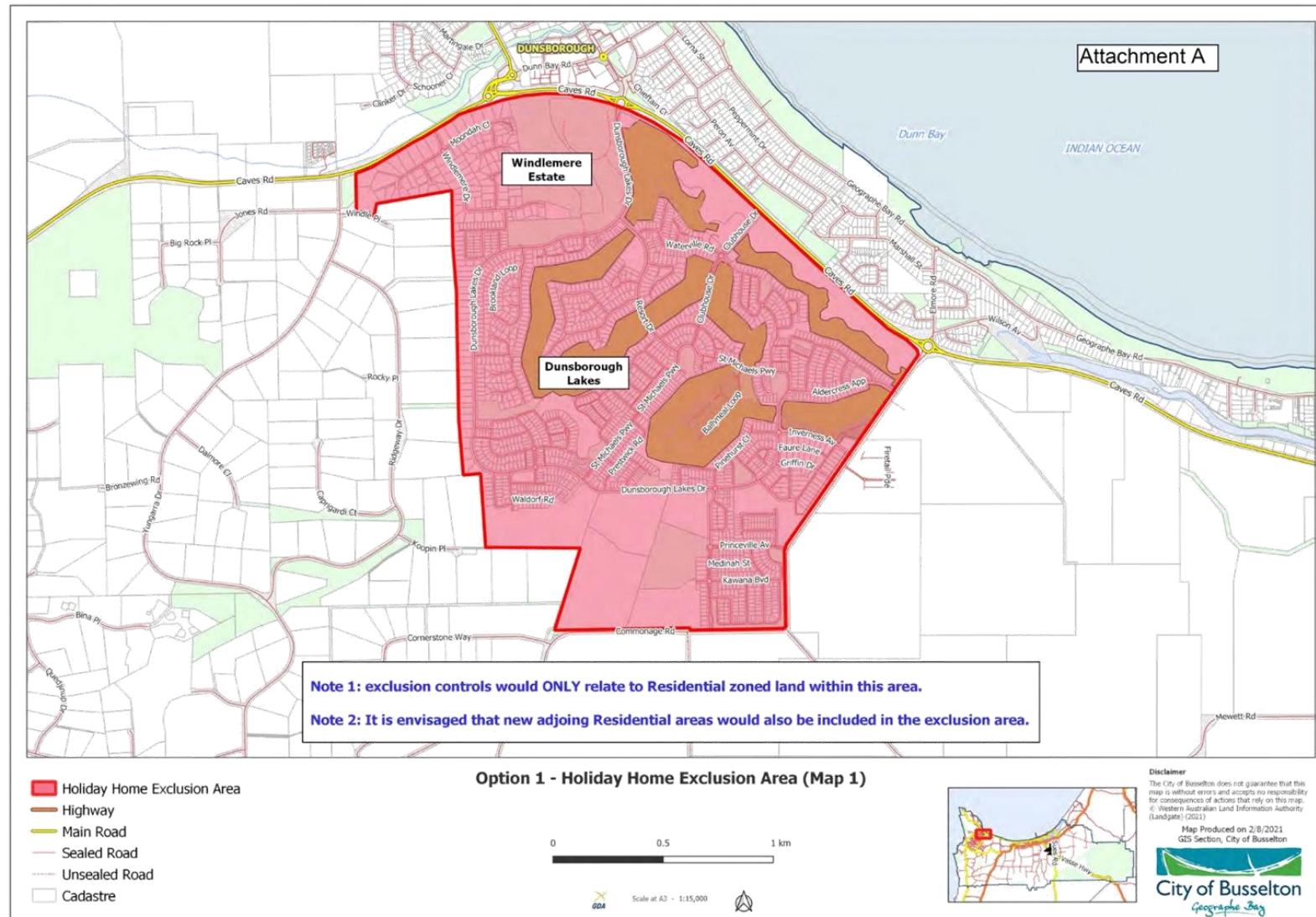
For example, the re-introduction of exclusion areas was supported, however some felt that additional areas should be included, and others felt that they were being unfairly penalised by the measure. While it was communicated through information sessions and other supporting material that existing, approved properties would retain the land use right (provided registration is maintained), this point did not reach some participants.

Lack of support for reduced occupancy numbers tended to be because the proposed measures were thought to be too lenient, despite being stricter than controls currently in place. Many grouped dwelling owners were concerned that property sizes can often be relatively large, and reduced occupancy regardless of lot size is an unfair penalty. Others expressed concern that the measures were not being applied outside of residential areas, particularly in rural residential areas where noise can carry across valleys. Building design measures were suggested, such as the location of outdoor entertainment areas relative to bedrooms in adjoining properties.

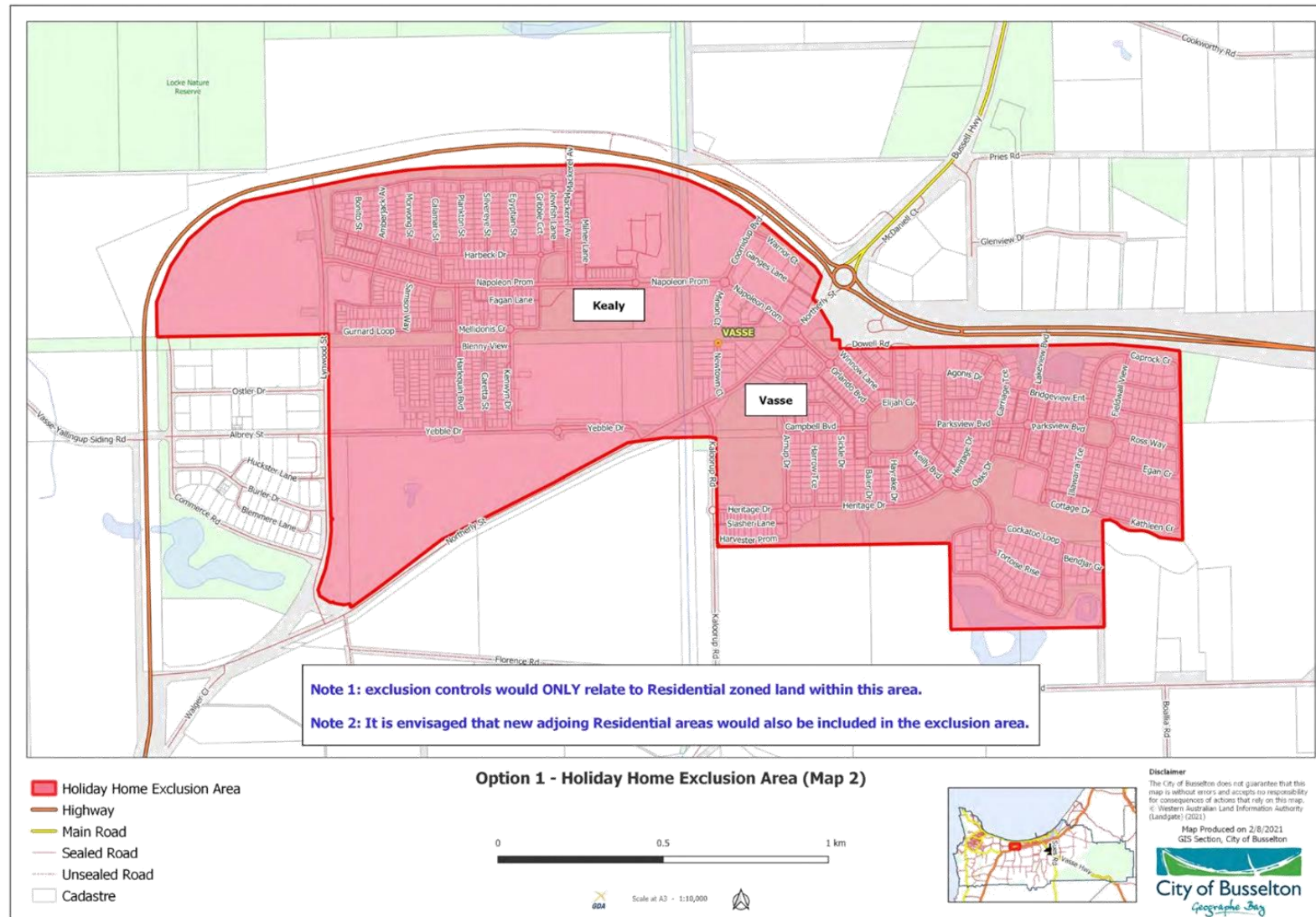
Changes to the expectations and requirements for managers were broadly supported, however owner/current applicant stakeholders were opposed to two of the measures. Of particular concern was the potential requirement for managers to reside within close proximity to the property, and security issues if compulsory signage were to be introduced. Managing agencies countered this concern, commenting that they generally always have signage and no security issues have arisen; and furthermore the display of manager details would reduce the number of unnecessary or irrelevant calls that they receive.

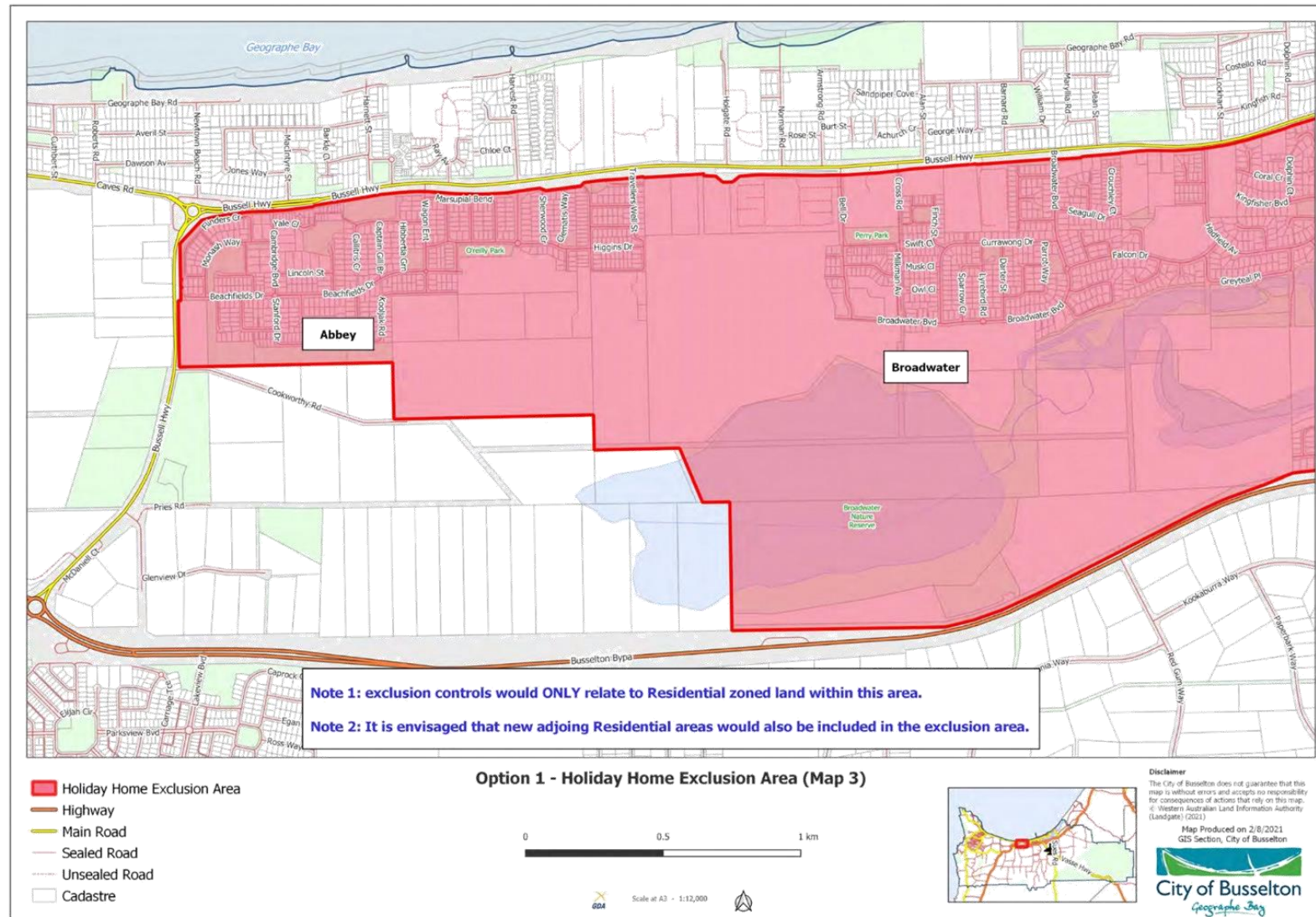
The results of the survey will be used to inform drafting of the five key development and management changes, to be considered by Council during 2022. Once drafted, these formal changes will be subject to further community consultation.



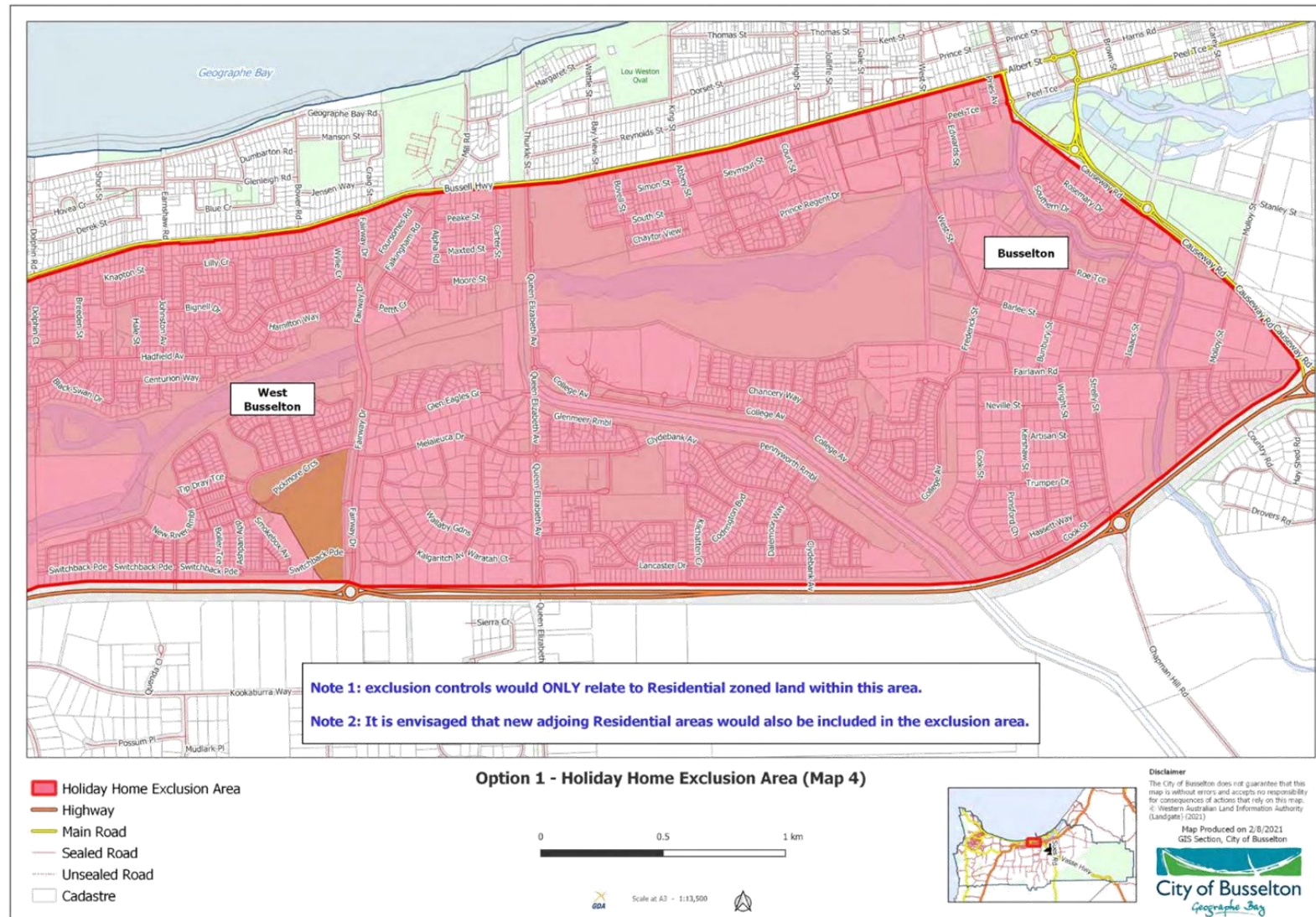


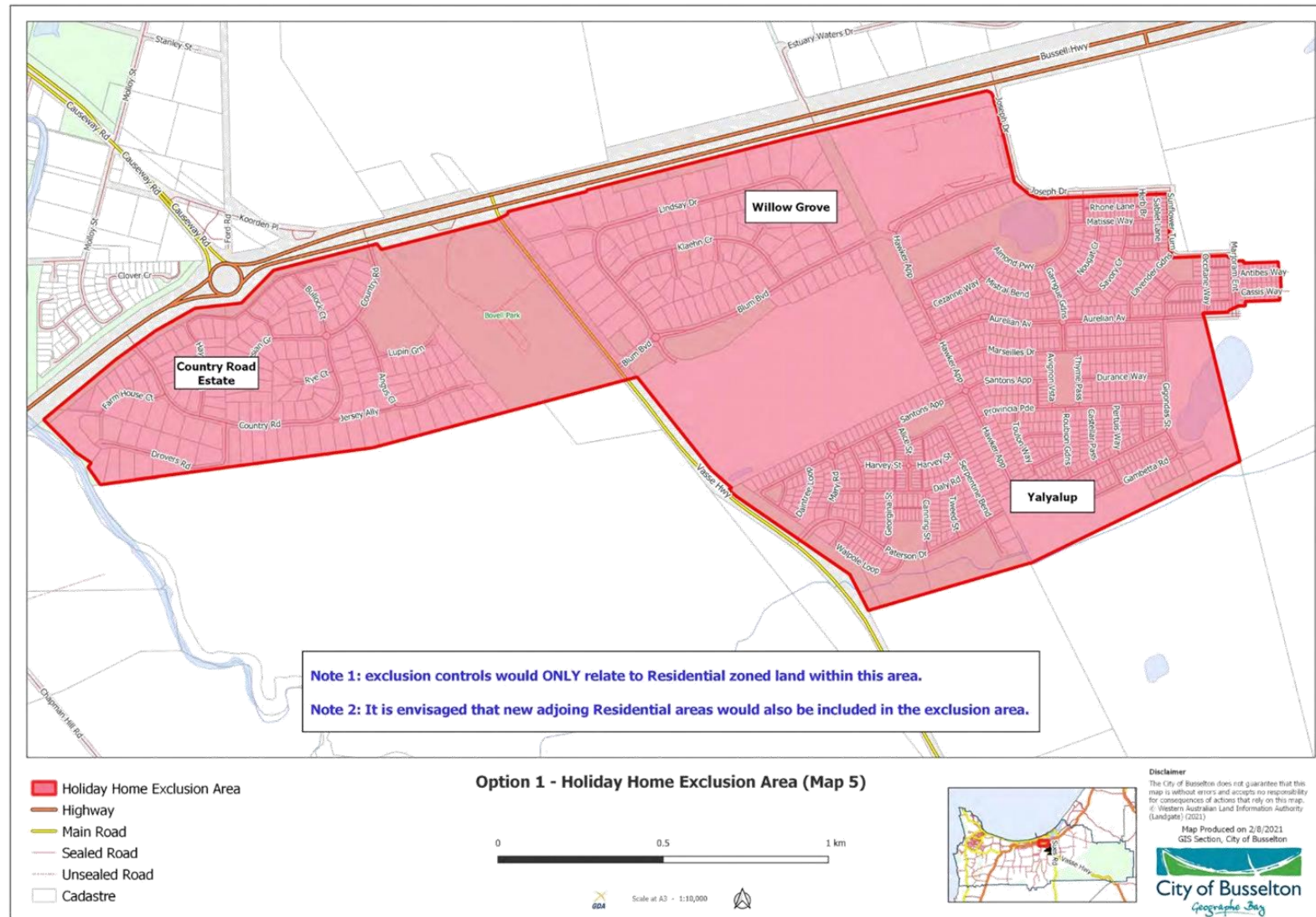












Attachment B

## HOLIDAY HOME REVIEW - SURVEY

Name \_\_\_\_\_  
Residential address \_\_\_\_\_  
Suburb \_\_\_\_\_  
Postcode \_\_\_\_\_  
Email address \_\_\_\_\_

Age range      18-24 ☐    25-34 ☐    35-44 ☐  
                    45-54 ☐    55-64 ☐    65-74 ☐  
                    75 and over ☐

Gender              Male ☐      Female ☐  
                         I would rather not say ☐

Are you making a submission on behalf of                      Y / N  
another person, group or organisation?

Choose one 'Holiday Home' option that best describes you	Owner (or current applicant)	<input type="checkbox"/>
	Manager (one HH only)	<input type="checkbox"/>
	Managing agency (multiple HHs)	<input type="checkbox"/>
	Online booking platform (e.g. Airbnb)	<input type="checkbox"/>
	Visitor	<input type="checkbox"/>
	Neighbour	<input type="checkbox"/>
	Community member	<input type="checkbox"/>
	Other tourism accommodation provider	<input type="checkbox"/>

In regard to the following Opportunities for Change, please read each idea and then answer each question, including reasons why you do or don't support each opportunity.

**OPPORTUNITY 1:**

Introduce areas in the Residential zone where new holiday homes may not be permitted.  
Draft areas adopted by Council include:

- Parts of Dunsborough (including Windlemere Estate and Dunsborough Lakes);
- Parts of Vasse and Kealy (south of Bussell Highway/Busselton Bypass and zoned Residential);
- Parts of Abbey and Broadwater (south of Bussell Highway and north of the Busselton Bypass);
- West Busselton and Busselton (south of Bussell Highway and north of the Busselton Bypass); and
- Parts of Bovell (including Country Road Estate) and Yalyalup (including Provence, Via Vasse and Willow Grove)

Q1: Do you generally support the change outlined in Opportunity 1? Y / N

Please briefly explain why you do or don't support Opportunity 1:

---

---

---

**OPPORTUNITY 2:**

Change the rules applying to how many occupants can stay in a holiday home in the Residential zone, by introducing the following limits:

- a) In apartments, no more than 4 occupants.
- b) In units, no more than 4 occupants for lots less than 260m<sup>2</sup>.
- c) In free-standing houses no more than:
  - i. 10 occupants for lots greater than 350m<sup>2</sup>; or
  - ii. 7 occupants for lots 260m<sup>2</sup> - 350m<sup>2</sup>; or
  - iii. 4 occupants for lots less than 260m<sup>2</sup>.

*Note: no change is proposed outside of the Residential zone.*

Q2: Do you generally support the change outlined in Opportunity 2? Y / N

Q3: If no, do you think there should be stricter or more lenient controls?

Stricter / More lenient

Please briefly explain why you do or don't support Opportunity 2:

---

---

---



**OPPORTUNITY 3:**

Change the requirements and expectations for managers, by:

- a) Reducing the amount of time in which a manager must respond to any contact relating to a holiday home, from 24 hours to 12 hours.
- b) Requiring managers to live within a 30 minute travel time from the holiday home.
- c) Requiring that the contact details of the manager be displayed on a sign that can be seen from the street, so that the manager can be contacted directly if there is a reason to lodge a complaint.
- d) Requiring that the manager must resolve complaints and ensure that occupants follow the correct rules (e.g. not too many occupants, cars parked within the property boundary, not cause a nuisance to neighbours etc).

Q4: Do you generally support the change outlined in Opportunity 3? Y / N

Q5: If no, which change/s don't you support?

A            B            C            D

Please briefly explain why you do or don't support Opportunity 3:

---

---

---

**OPPORTUNITY 4:**

Introduce a code of conduct for the management of the behaviour of occupants and their guests. This would include the display of the code of conduct in the holiday home, and acknowledgement by the occupants that they are aware of the code of conduct.

Q6: Do you generally support the change outlined in Opportunity 4? Y / N

Please briefly explain why you do or don't support Opportunity 4:

---

---

---

**OPPORTUNITY 5:**

Require that dogs must not be left unattended at holiday homes.

Q7: Do you generally support the change outlined in Opportunity 5? Y / N

Please briefly explain why you do or don't support Opportunity 5:

---

---

---

## Attachment C

## Project Report

17 May 2016 - 04 October 2021

# Your Say Busselton

## Holiday Home Regulatory Framework Review



## Visitors Summary



## Highlights

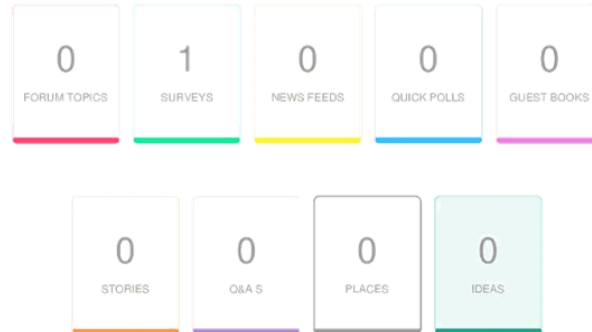
TOTAL VISITS	MAX VISITORS PER DAY	
2.1 k	188	
NEW REGISTRATIONS		
0		
ENGAGED VISITORS	INFORMED VISITORS	AWARE VISITORS
535	984	1.6 k

Aware Participants	1,630	Engaged Participants	535		
Aware Actions Performed	Participants	Engaged Actions Performed	Registered	Unverified	Anonymous
Visited a Project or Tool Page	1,630				
Informed Participants	984	Contributed on Forums	0	0	0
Informed Actions Performed	Participants	Participated in Surveys	23	0	512
Viewed a video	1	Contributed to Newsfeeds	0	0	0
Viewed a photo	0	Participated in Quick Polls	0	0	0
Downloaded a document	549	Posted on Guestbooks	0	0	0
Visited the Key Dates page	20	Contributed to Stories	0	0	0
Visited an FAQ list Page	112	Asked Questions	0	0	0
Visited Instagram Page	0	Placed Pins on Places	0	0	0
Visited Multiple Project Pages	420	Contributed to Ideas	0	0	0
Contributed to a tool (engaged)	535				



Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

## ENGAGEMENT TOOLS SUMMARY

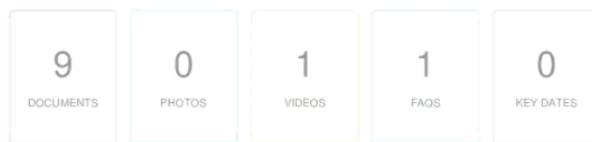


Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Holiday Home Review Survey	Published	989	23	0	512

---

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**INFORMATION WIDGET SUMMARY**

Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Document	Holiday Home Potential Exclusion Areas Maps 1-5	422	462
Document	Holiday Home Review Directions Paper FINAL.pdf	170	269
Document	Holiday Homes - Web Information	14	15
Document	Council Minutes 9 June 2021	12	13
Document	Holiday Homes Local Law	10	11
Document	Local Planning Policy 4.1 - Holiday Homes	9	11
Document	Levelling the Playing Field: Managing the impact of the rapid incre...	8	8
Document	Local Planning Scheme No. 21	6	6
Document	Response of the Western Australian Government in relation to The In...	5	5
Faqs	faqs	112	121
Key Dates	Key Date	20	20
Video	Mayor's Message - Holiday Home Regulatory Framework Review	1	1

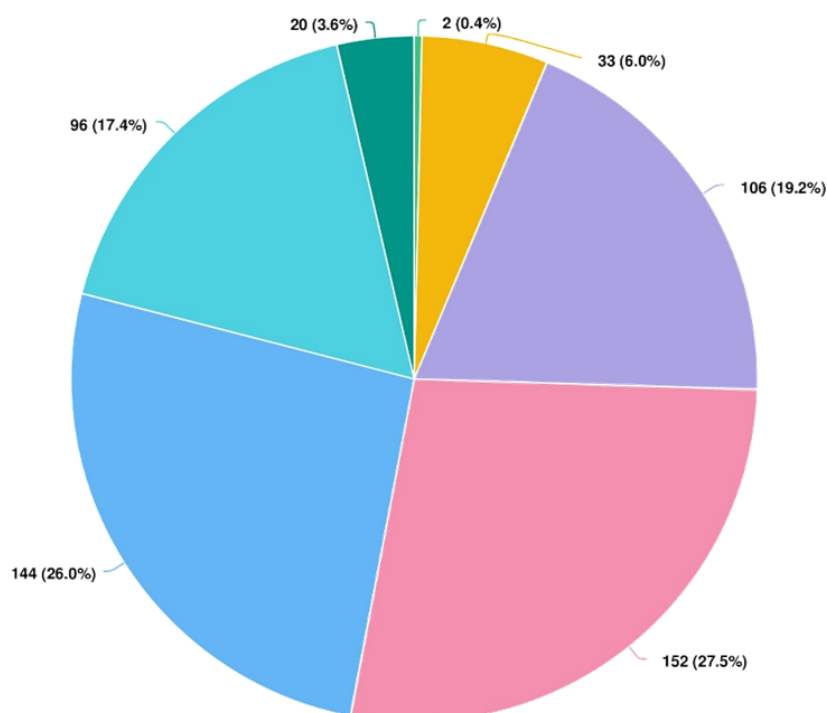
Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

## ENGAGEMENT TOOL: SURVEY TOOL

### Holiday Home Review Survey

Visitors	989	Contributors	535	CONTRIBUTIONS	553
----------	-----	--------------	-----	---------------	-----

Age Range



#### Question options

18-24 25-34 35-44 45-54 55-64 65-74 75 and over

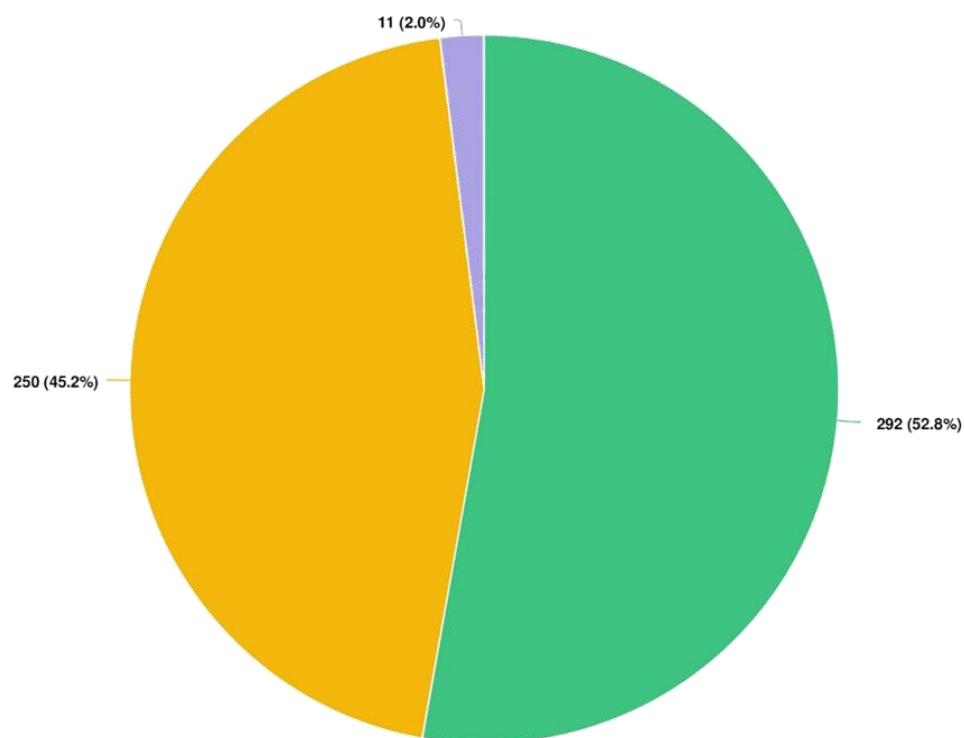
Mandatory Question (553 response(s))

Question type: Radio Button Question

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

### Gender



#### Question options

Female Male I would rather not say

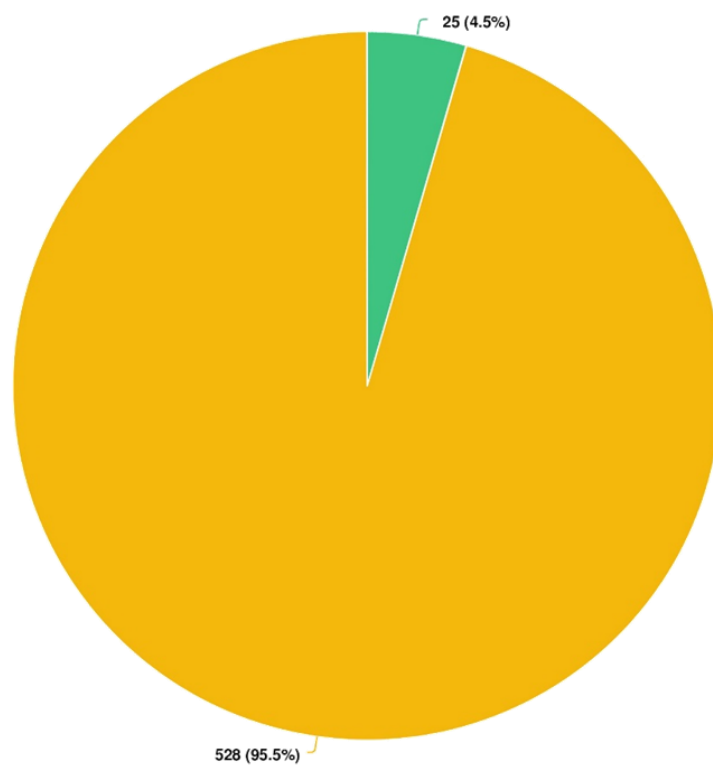
Mandatory Question (553 response(s))

Question type: Radio Button Question

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**Are you making a submission on behalf of another person, group or organisation?**



**Question options**

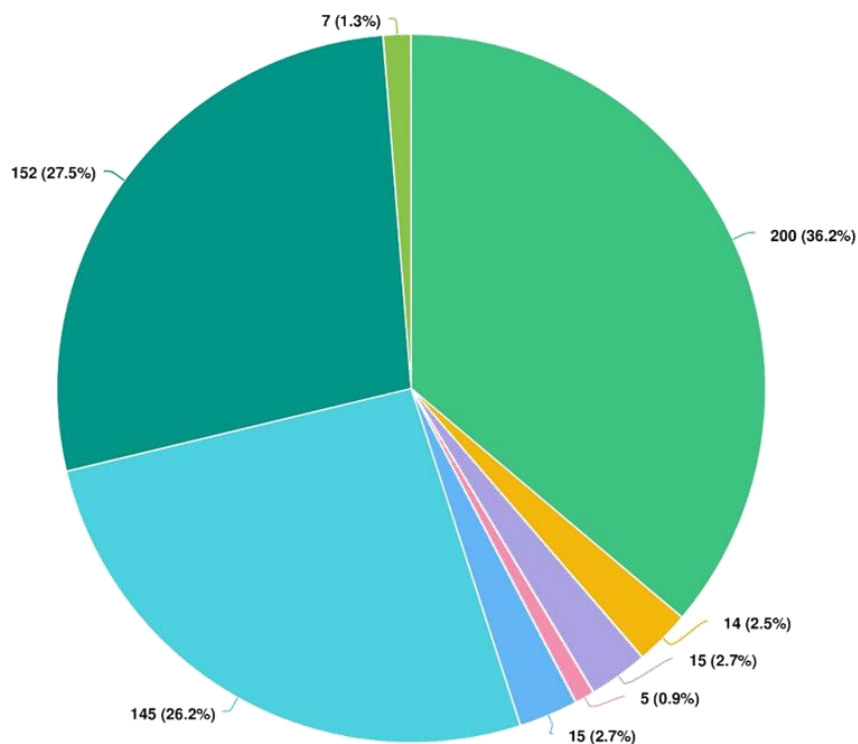
☒ Yes ☐ No

*Mandatory Question (553 response(s))*

*Question type: Radio Button Question*

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

Choose one option that best describes you:



**Question options**

- Holiday home owner (or current applicant)
- Holiday home manager (single holiday home)
- Holiday home managing agency (multiple holiday homes)
- Online booking platform for holiday homes (e.g. AirBnB, Stayz, Booking.com etc)
- Visitor to holiday homes
- Neighbour of a holiday home
- Community member
- Other tourism accommodation provider

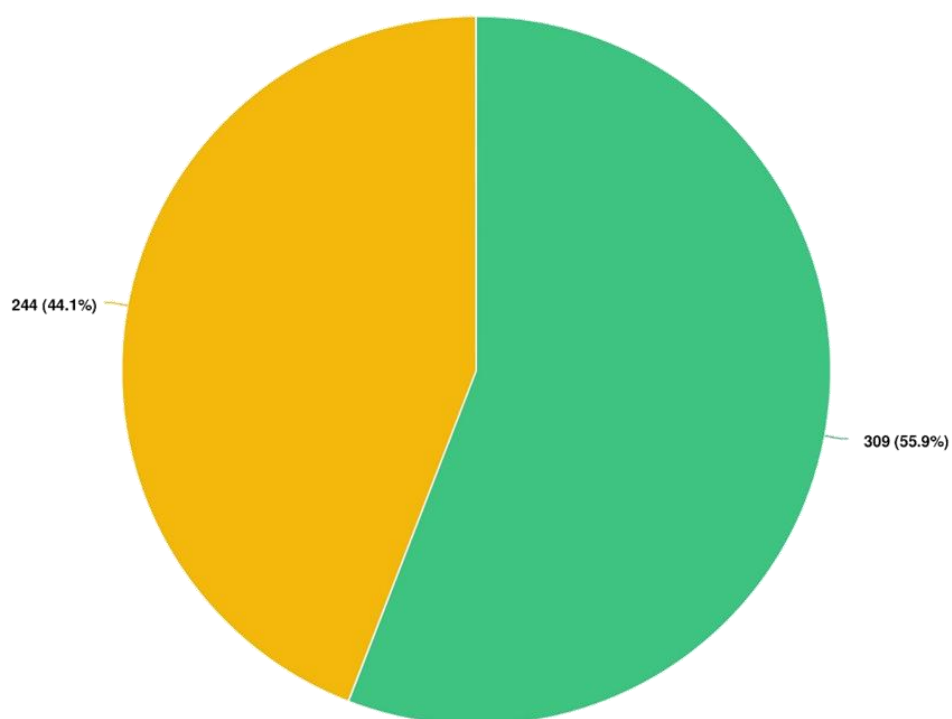
Mandatory Question (553 response(s))

Question type: Radio Button Question

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**Do you support the change outlined in Opportunity 1?**



**Question options**

☒ Yes ☐ No

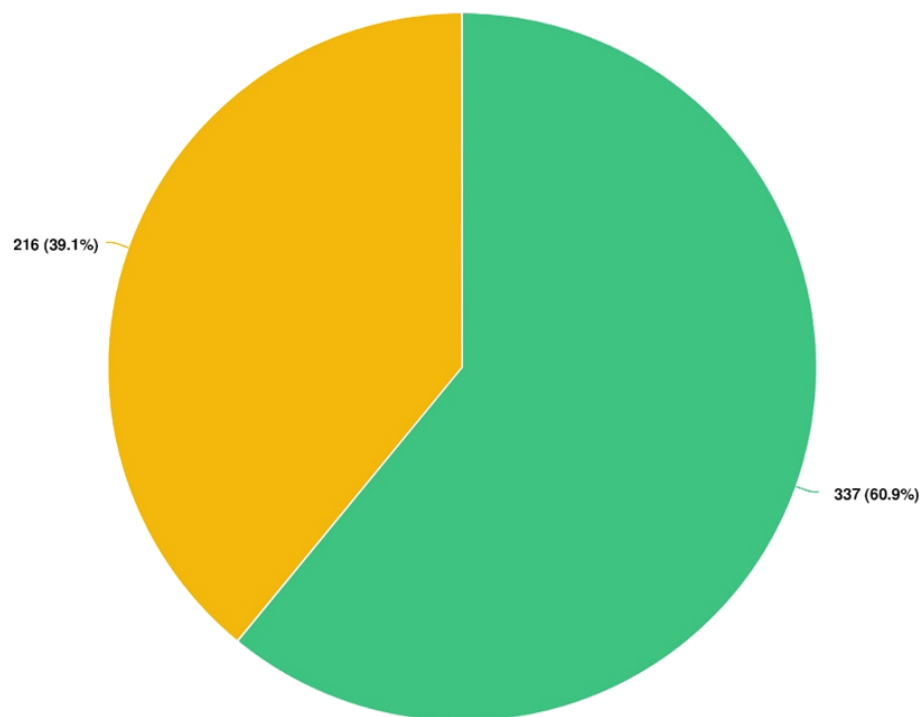
*Mandatory Question (553 response(s))*

*Question type: Radio Button Question*

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**Do you support the change outlined in Opportunity 2?**



**Question options**

● Yes ● No

*Mandatory Question (553 response(s))*

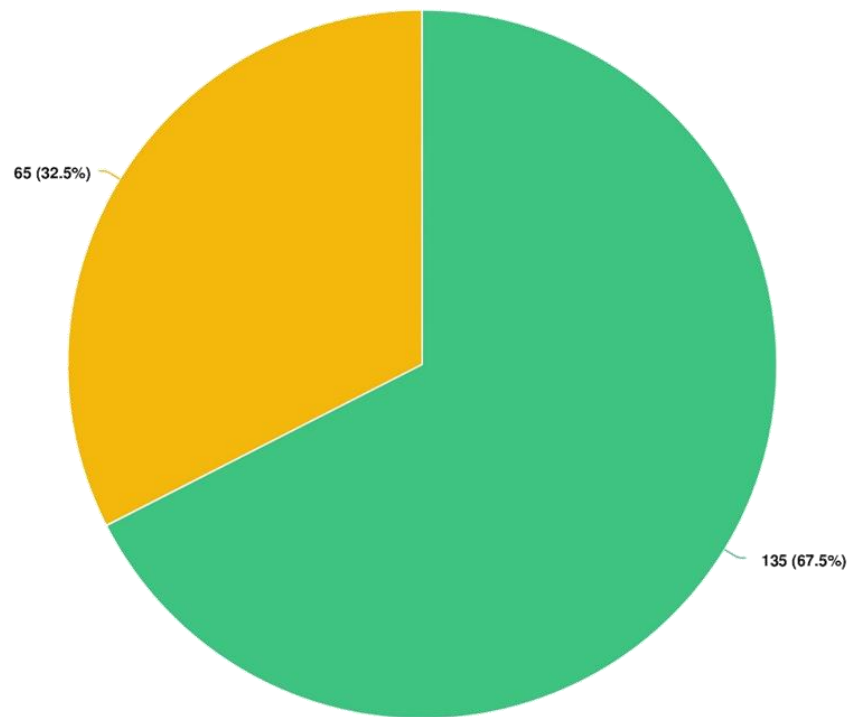
*Question type: Radio Button Question*



Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**Do you think there should be stricter or more lenient controls?**



**Question options**

☒ Stricter controls should be in place ☐ More lenient controls should be in place

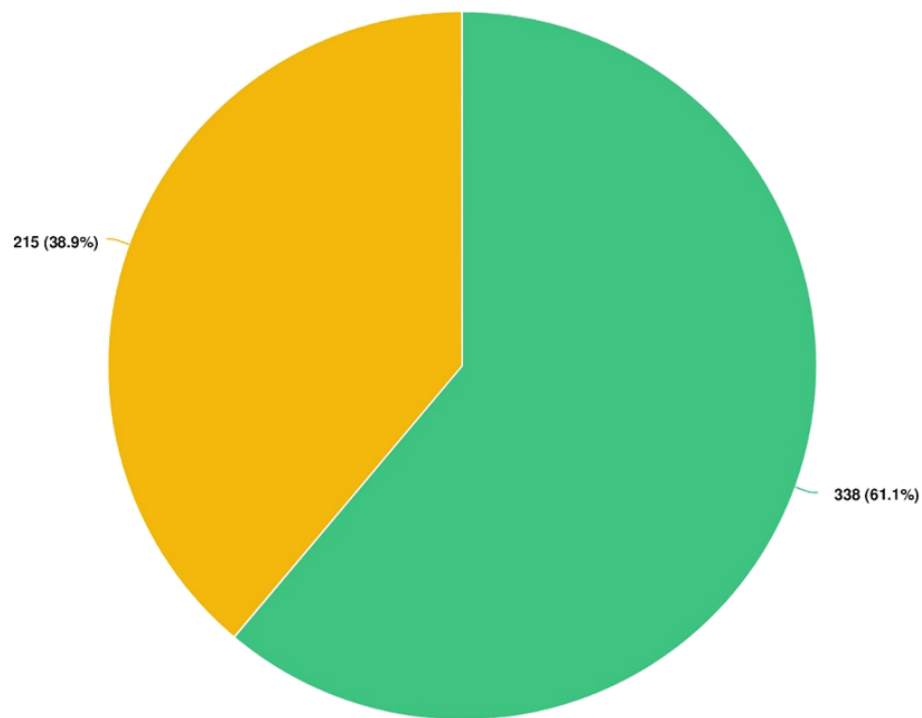
Optional question (200 response(s), 353 skipped)

Question type: Radio Button Question

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**Do you support the change outlined in Opportunity 3?**



**Question options**

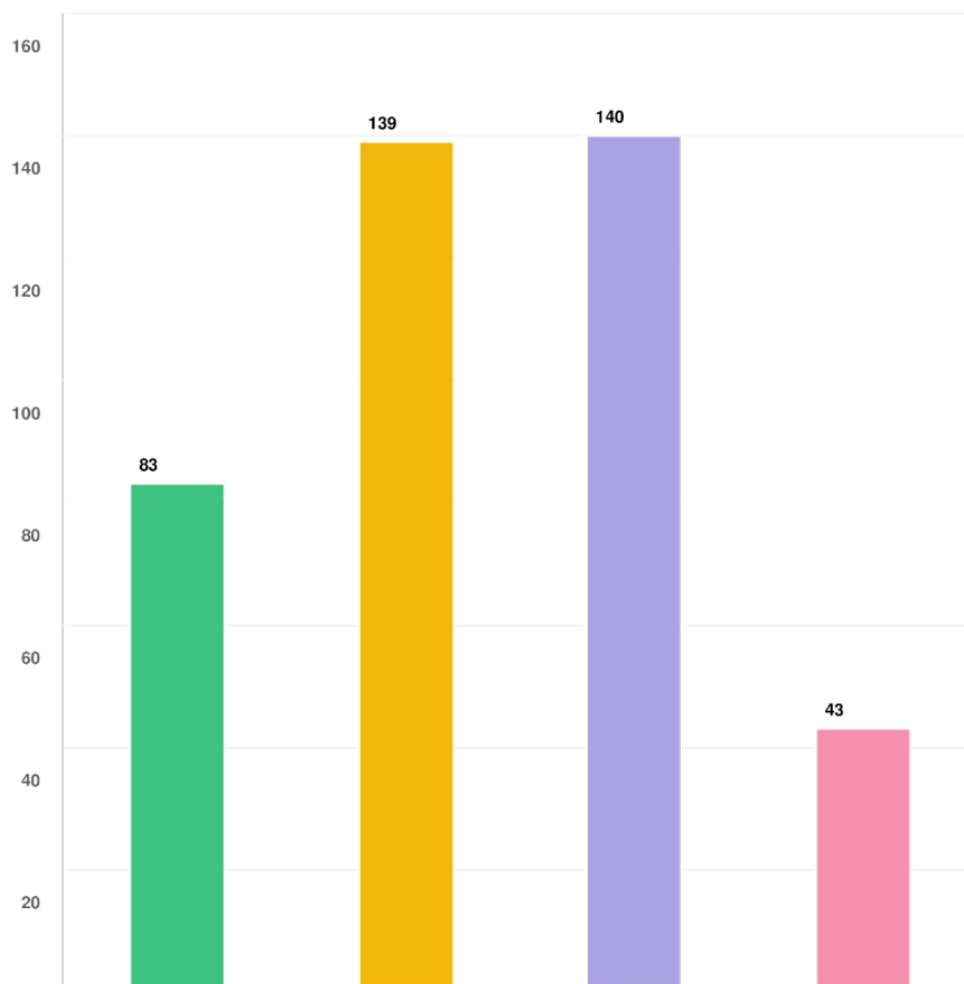
☒ Yes ☐ No

*Mandatory Question (553 response(s))*

*Question type: Radio Button Question*

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

### Which change/s don't you support?



#### Question options

- Reducing the amount of time in which a manager must respond to any contact relating to a holiday home, from 24 hours to 12 hours
- Requiring managers to live within a 30 minute travel time from the holiday home.
- Requiring that the contact details of the manager be displayed on a sign that can be seen from the street, so that the manager can be contacted directly if there is a reason to lodge a complaint.
- Requiring that the manager must resolve complaints and ensure that occupants follow the correct rules (e.g. not too many occupants, cars parked within the property boundary, not cause a nuisance to neighbours etc).

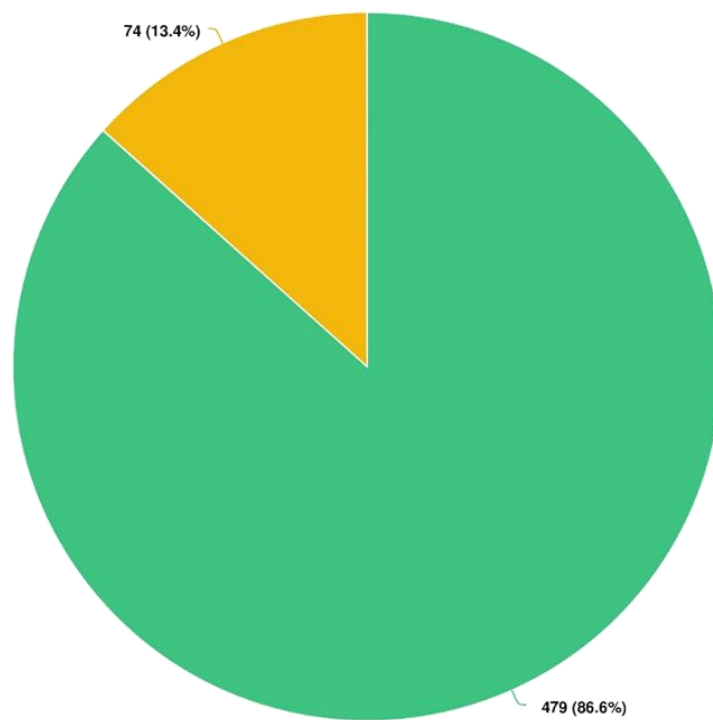
Optional question (204 response(s), 349 skipped)

Question type: Checkbox Question

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**Do you support the change outlined in Opportunity 4?**



**Question options**

☒ Yes ☐ No

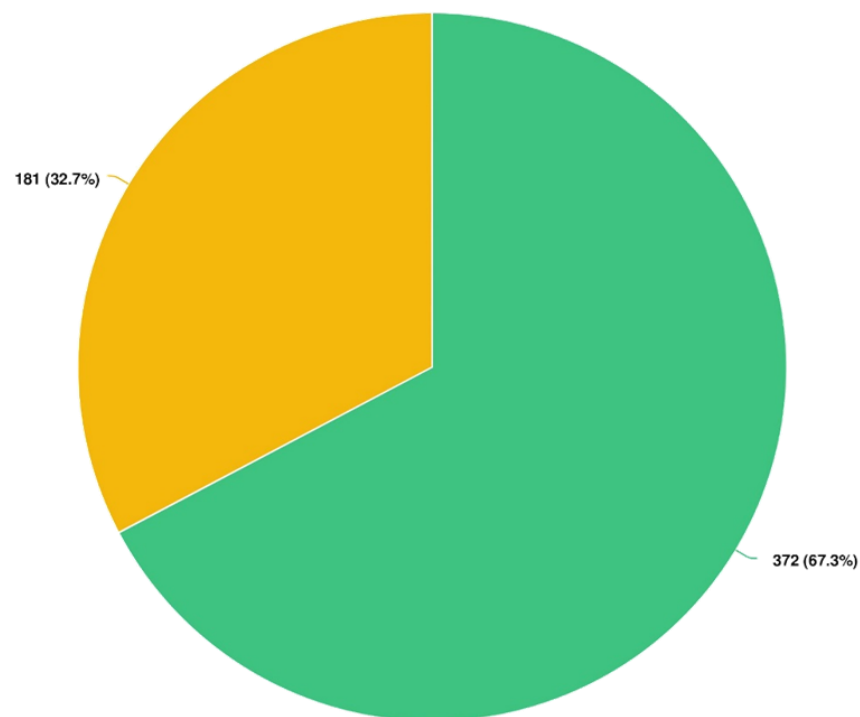
*Mandatory Question (553 response(s))*

*Question type: Radio Button Question*

Your Say Busselton : Summary Report for 17 May 2016 to 04 October 2021

---

**Do you support the change outlined in Opportunity 5?**



**Question options**

● Yes ● No

*Mandatory Question (553 response(s))*

*Question type: Radio Button Question*

This registration of the premises as a Holiday Home is subject to the following conditions:

1. This registration is valid from the date on which this certificate of registration is issued and expires on 30 June 2022 unless cancelled through clause 2.14 of the local law.
2. The maximum number of occupants who may be on the premises at any time is .... (in accordance with DA number).
3. The maximum number of attendants (which term includes guests) who may be on the premises after 10 pm is .... (in accordance with DA number).
4. An adequate supply of potable water is to be available to all attendants of the holiday home at all times.
5. The manager must ensure that each receptacle for rubbish and recycling is placed for collection on designated collection days.
6. Prior to commencement of any occupation of the Holiday Home, the manager must provide all occupants with the following:
  - a. the approved Code of Conduct applicable to the premises; and
  - b. the Conditions of registration,and the manager must provide the City with proof of such notification upon request.
7. All attendant's vehicles must be parked within the designated parking bays. No more than .... vehicles may be on the premises at any time. Attendant's vehicles must not obstruct any street, thoroughfare, adjacent premises or any other person.
8. The owner and manager must ensure that the premises displays a sign that:
  - a. is visible from the street;
  - b. displays a current telephone number upon which the manager can be reached;
  - c. is located solely within the subject site; and
  - d. is no larger than 0.2m<sup>2</sup>,and the manager must provide the City with proof of such signage upon request.
9. Any activity at the premises must comply with assigned noise levels within the *Environmental Protection (Noise) Regulations 1997*.
10. Any attendant must not cause a nuisance to any other person or disrupt the normal amenity of the area. Nuisance includes, but is not limited to, noise, amplified music, smoke, odours, light and barking dogs.
11. Dogs must not be left unattended at the premises at any time.
12. The owner and manager must inform the City in writing within 24 hours of any change or proposed change to details provided in relation to the Holiday Home or that would affect any condition imposed under the Local Law.

13. The manager must inform the City in writing within 24 hours of becoming aware of any breach of:

- a. these conditions of registration;
- b. the local law;
- c. the code of conduct; or
- d. any other relevant law,

and the manager must also advise of action taken to address such a breach. If the manager becomes aware of such breach on a weekend or public holiday, the City must be informed of such breach on the first following business day.

14. A copy of the:

- a. approved Code of Conduct;
- b. any emergency management procedures (including an approved bushfire emergency evacuation plan); and
- c. Conditions of Registration

are to be affixed to the inside of the front door of the premises at all times.

15. Any advertisement for the holiday home must specify the maximum number of occupants and guests permitted on the premises at any given time – which number must be consistent with the Conditions of Registration and development approval.

Note:

*Any reference to “local law” in this certificate of registration means the **City of Busselton Holiday Homes Local Law 2012**. Words and expressions used in this certificate of registration shall have the same meaning as corresponding words and expressions in the local law.*

*The owner, manager and each attendant must comply with these conditions.*

## **CODE OF CONDUCT FOR THE OCCUPANTS OF HOLIDAY HOMES [TEMPLATE]**

### **1. Occupants to act lawfully**

An occupant must not engage in conduct at the holiday home that contravenes—

- (a) criminal law; and
- (b) the conditions of registration.

### **2. Number of occupants**

The maximum number of occupants permitted at this holiday home is \_\_\_\_.

### **3. Vehicles**

- 3.1. The number of vehicles (including all motorised vehicles and trailers) parked at the holiday home must not exceed \_\_\_\_.
- 3.2. Each vehicle used by an occupant or occupant's guest of the holiday home must be parked within the designated parking bays.

### **4. Obligations to neighbours**

- 4.1. Each occupant who enters, uses or occupies the holiday home, including any outdoor areas such as an outdoor entertainment area, deck, balcony, swimming pool or spa, must not act in a manner that could reasonably be expected to cause alarm, distress or nuisance to neighbours adjoining or in the vicinity of the holiday home, including but not limited to—
  - (a) violence or threats;
  - (b) loud aggressive behaviour including yelling, screaming, arguing;
  - (c) excessively loud noise nuisance; and
  - (d) overlooking or light spill.
- 4.2. At all times, all noise coming from the holiday home must be kept to speaking tones when heard from the property boundary, and must be kept to a minimum after 10pm.

### **5. Pets**

Pets occupying the premises—

- (a) must not be left unattended; and
- (b) must be managed and not cause a nuisance (including a noise nuisance associated with barking or howling) to neighbours adjoining or in the vicinity of the holiday home.

### **6. General obligations**

- 6.1. All rubbish produced by occupants must be stored in a closed rubbish container, and placed on the verge on rubbish collection day.
- 6.2. An occupant of the holiday home must not sleep or camp on the site in a tent, caravan, campervan or similar.

### **7. Responsibility for conduct of guests**



An occupant is responsible for the actions of all guests they invite onto the premises during the occupancy period, and must ensure guests comply with sections 1 - 6 of this code.

### **8. Responsibility to manager**



An occupant must notify the manager of any dispute or complaint about an occupant's behaviour as soon as possible after the dispute or complaint arises.

12.4 Policy and Legislation Committee - 2/3/2022 - COUNCIL POLICY: TREE MANAGEMENT AND RETENTION ON CITY LAND

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Council Policies
<b>BUSINESS UNIT</b>	Governance Services
<b>REPORTING OFFICER</b>	Governance Coordinator - Emma Heys
<b>AUTHORISING OFFICER</b>	Director Engineering and Works Services - Oliver Darby
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Proposed Council Policy: Tree Management and Retention on City Land  

**This item was considered by the Policy and Legislation Committee at its meeting on 2/3/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

**COUNCIL DECISION**

**C2203/059** Moved Councillor A Ryan, seconded Councillor M Love

**That the Council adopt the Council policy: Tree Management and Retention on City Land (the Policy) (Attachment A).**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council adopt the Council policy: Tree Management and Retention on City Land (the Policy) (Attachment A).

**EXECUTIVE SUMMARY**

This report presents a proposed Council policy: Tree Management and Retention on City Land (the Policy) (Attachment A) for Council adoption.

**BACKGROUND**

The City recognises the importance of trees in creating functional and attractive streets and reserves in the urban environment and manages and retains a large number of trees on City land.

Recently the City has received increasing numbers of requests to remove or prune trees from City managed verges and reserves, as well as an increasing number of reports of tree related property damage. Anecdotal evidence from other Western Australian local governments show a similar pattern. This can be attributed to the property development boom of the previous 40 years, which did not use root barrier technology (developed and installed over the last 5-10 years) and tree species selection has changed. The damage related requests are primarily due to infrastructure damage caused by verge tree roots in particular around crossovers, fences and property close to boundaries.

The Policy provides a definition between perceived and substantiated risk, to guide officers future decisions in the management and retention of trees on City Land. The Policy provides firm guidelines to City officers and the community to improve the consistency of service delivery.

The Policy sets strategic guidance and direction for the control and management of trees on City Land, specifically for use when dealing with and assessing requests for tree removal and pruning.

#### **OFFICER COMMENT**

The City has historically managed trees on City land using a risk based approach applying the Quantified Tree Risk Assessment (QTRA) principles. These principles see trees managed relevant to the risk they present to property and of course life, with only trees that present a risk being pruned or, in higher risk situations, removed. Moreover the objective has been to manage street trees to improve the live ability of the district in a number of ways including reducing stormwater run-off, increasing air quality, storing carbon, providing shade, improving habitat / biodiversity and reducing the urban heat-island effects.

Officers believe this approach to be appropriate ongoing however have noted an increasing expectation of the community for tree removal and pruning where application of the risk based principles do not warrant it. For instance pruning for views and perceived (unsubstantiated) property risks.

Therefore in order to achieve the objectives noted above, and to provide clarity for the community in relation to the City's approach to tree management, the Policy details the circumstances under which a request to remove a tree will be considered. The Policy also provides guidance on how trees on City Land will be protected from activity that threatens their health and longevity and protection from infrastructure conflict.

#### **Statutory Environment**

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

#### **Relevant Plans and Policies**

The officer recommendation aligns with the City of Busselton Property Local Law 2010; City of Busselton Local Planning Policies and Council Policy: Private Works on City Land, including private coastal protection works on City Land.

#### **Financial Implications**

There are currently no financial implications associated with the officer recommendation, although the Policy is expected to assist in managing increasing demands on operational budgets. Increasing number of tree management requests coupled with the age of trees within established subdivisions is putting pressure on current operational budgets and service delivery timeframes.

#### **Stakeholder Consultation**

No external stakeholder consultation was required or undertaken in relation to this matter. Officers did however review relevant policies of a number of other Local Governments including City of Bunbury, City of Joondalup, City of Mandurah and City of Belmont.. All have very similar policies in place.

**Risk Assessment**

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

**Options**


As an alternative to the proposed recommendation the Council could choose not to adopt the Policy or the Council could seek to modify the Policy. Officers believe that clearer strategic direction with regards to the management of trees on City land would be of benefit and so recommend Council do adopt a policy

**CONCLUSION**

This report presents a proposed Council policy: Tree Management and Retention on City Land to provide greater strategic direction and clarity for the community in relation to tree management.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The Policy will be implemented immediately following Council adoption.



## Council Policy

**Council Policy Name:** Tree Management and Retention on City Land  
**Responsible Directorate:** Engineering and Works Services **Version:** PROPOSED

### 1. PURPOSE

- 1.1. The purpose of this Policy is to provide guidance for the management and retention of trees on City of Busselton owned and managed land to enhance streetscapes and amenity.

### 2. SCOPE

- 2.1. The Policy applies to trees on City of Busselton owned or managed land, including any tree which has a majority (equal to or greater than 50%) of its trunk growing from City managed land.

### 3. DEFINITIONS

Term	Meaning
Policy	this City of Busselton Council policy titled "Tree Management and Retention on City Land"
Pruning	The arboriculture practice of selective removal of branches or roots

### 4. STRATEGIC CONTEXT

- 4.1. This Policy links to Key Theme 1 – Environment and Key Theme 2 - Lifestyle of the City's Strategic Community Plan 2021 and specifically the following Strategic Priorities:
- a. 1.6: Promote and facilitate environmentally responsible practices
  - b. 2.12: Provide well maintained community assets through robust asset management practices.

### 5. POLICY STATEMENT

- 5.1. The City recognises the importance of trees in creating functional and attractive streets and reserves within the urban environment. As such, the City is committed to the minimisation of tree removal and encourages the preservation of existing trees.

#### Tree Removal and Pruning

- 5.2. The City may consider the removal or pruning of trees for reasons including:
- a. the tree is dead or diseased, cannot be successfully treated, and is not providing essential habitat;
  - b. the tree is structurally weak or dangerous and places the public at unacceptable risk;
  - c. the tree interferes with essential services, ie: Western Power, ATCOGas, Water Corporation, Busselton Water.
  - d. the tree is causing or likely to cause significant damage to property or infrastructure ie, road surfaces, walls, fences, buildings, footpaths, kerbing, crossovers and drainage;
  - e. the tree has been planted in a manner that is inconsistent with the City's Local Laws;
  - f. removal of hazardous branches;
  - g. to manage the health and well-being of the tree;
  - h. to remove dead/dying wood;

- i. the uplift of low hanging branches;
- j. to adhere to airside safety regulations;
- k. to maintain City managed firebreaks;
- l. to maintain traffic and pedestrian access / sightlines as per Australian guidelines;
- m. to remove branches overhanging property boundary (the City may also consider proposed application by resident to arrange pruning by a suitably qualified arboriculture contractor to works meeting AS 4373-2007 Pruning of Trees).

- 5.3. Requests for the removal or pruning of trees will not be considered in the following circumstances:
- a. to improve or create views;
  - b. to minimise the creation of natural litter, including leaves, twigs, flowers, sap and fruit;
  - c. to reduce or remove unwanted shading of lawn, gardens or infrastructure (including solar panels);
  - d. due to unsubstantiated property damage claims;
  - e. to reduce allergenic or irritant responses;
  - f. where a tree has been identified as having some significant value, including historical, conservation, rarity in species or form;
  - g. where proposed development can be altered to avoid conflict with existing trees;
  - h. perception of fire risk, danger, poor form, too tall, nuisance; and
  - i. the tree attracts birds and other fauna.
- 5.4. The removal of a tree will only be considered after alternatives have been identified and evaluated, including, but not limited to:
- a. root barriers;
  - b. redesign of structure;
  - c. crown pruning;
  - d. root pruning; and
  - e. tree relocation.
- 5.5. Where a tree is removed by the City or removed without authorisation by another party, the City will replace the tree on the same verge or reserve in the next available planting season, at its discretion. The City may seek to recover all related costs.

#### Property Damage

- 5.6. Substantiated damage to property or infrastructure shall be assessed by the City and reinstatement undertaken at the City's discretion.

#### Development Applications

- 5.7. The assessment for tree removal will be considered as part of the development application process and in line with development principles.

#### Tree Planting

- 5.8. The City is responsible for planting street trees and reserve trees under its annual tree planting program. The City will determine the species and select the location of the tree within the verge.



### **6. RELATED DOCUMENTATION / LEGISLATION**

- 6.1. *Local Government Act 1995*
- 6.2. *Environmental Protection Act 1986*
- 6.3. *Aboriginal Heritage Act 1972*
- 6.4. City of Busselton Property Local Law 2010
- 6.5. City of Busselton Local Planning Policies
- 6.6. Council Policy: Private works on City Land, including private coastal protection works on City Land
- 6.7. Australian Standard: AS 4373-2007 Pruning of Amenity Trees
- 6.8. Australian Standard: AS 4970-2009 Protection of Trees on Development Sites
- 6.9. Dividing Fences Act WA 1961

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	

12.5 Policy and Legislation Committee - 2/3/2022 - REVIEW OF COUNCIL POLICY: MEETINGS, INFORMATION SESSIONS AND DECISION MAKING PROCESSES

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Council Policies
<b>BUSINESS UNIT</b>	Governance Services
<b>REPORTING OFFICER</b>	Governance Coordinator - Emma Heys
<b>AUTHORISING OFFICER</b>	Manager Governance and Corporate Services - Sarah Pierson
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Amended Policy: Meetings, Information Sessions and Decision-Making Processes <a href="#">↓</a>  Attachment B Current Policy: Meetings, Information Sessions and Decision-Making Processes <a href="#">↓</a> 

**This item was considered by the Policy and Legislation Committee at its meeting on 2/3/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

**COUNCIL DECISION**

**C2203/060**

Moved Councillor A Ryan, seconded Councillor M Love

**That the Council adopt the amended Council policy: Meetings, Information Sessions and Decision Making Processes (the Policy) (Attachment A) to replace the current policy (Attachment B).**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council adopt the amended Council policy: Meetings, Information Sessions and Decision Making Processes (the Policy) (Attachment A) to replace the current policy (Attachment B).

**EXECUTIVE SUMMARY**

This report presents an amended Council policy: Meetings, Information Sessions and Decision Making Processes (the Policy) (Attachment A); amended to incorporate principles for the management of Community Access Sessions (CAS). Officers recommend it replace the current policy (Attachment B).

**BACKGROUND**

A policy in relation to meetings, information sessions and decision making processes policy was first implemented in March 2011 as a review and consolidation of two policy statements. The policy applied to all convened information sessions and formally-constituted meetings involving Councillors of the then Shire of Busselton, held in the course of carrying out the business of the local government.

The policy was reviewed in May 2017, with minor amendments of an aesthetic nature and which did not alter the fundamental principles of the policy.



Further to questions and discussions around the recording of Community Access Sessions (CAS) a report was presented to the Policy and Legislation Committee at the meeting of 8 December 2021 with a proposed amended Council policy: Recording and Livestreaming of Council Meetings and Community Access Sessions. This proposed amended policy incorporated provisions around the audio recording of Community Access Sessions. In putting forward the amendments officers did however note the informal nature of CAS and that the recording of sessions may not fit with that intent.

The Committee resolved not to adopt the proposed amended policy and instead to further consider the processes around the management of CAS and requested that the CEO bring the matter back for discussion at a future Policy and Legislation Committee meeting; which occurred at its meeting of 25 January 2022. This report presents principles for adoption based on that discussion.

### **OFFICER COMMENT**

Community Access Sessions (CAS) are an informal forum, the purpose being to provide a means for the community to present ideas or discuss matters informally with Councillors. There are no decisions made at CAS and there is currently no requirement for CAS to be minuted in any way or recorded.

While CAS are not formal meetings of Council, it is important that they are conducted in a way that is consistent with the principles and objectives of the *Local Government Act 1995* in relation to the conduct of business. The Policy has been amended to include key principles / protocols to be applied at CAS. These include fair and equal opportunity for members of the public to be heard; applying a 5 minute limit to each speaker; and the City's Behaviour Protocols.

Given the informal nature and intent of CAS, the Policy proposes that, as opposed to audio recording CAS, a written record of matters raised will be taken by governance staff, including who presented to Council and on what topics.

The rest of the Policy has had minor amendments made to improve readability.

### **Statutory Environment**

In accordance with section 2.7(2)(b) of the *Local Government Act 1995* (the Act) it is the role of the Council to determine the local government policies. The Council does this on recommendation of a Committee it has established in accordance with section 5.8 of the Act.

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

### **Relevant Plans and Policies**

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

### **Financial Implications**

There are no financial implications associated with the officer recommendation.

### **Stakeholder Consultation**

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

**Risk Assessment**

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

**Options**

As an alternative to the proposed recommendation the Council could:

1. Not adopt the amended Policy; or
2. Adopt the Policy with further amendments.

**CONCLUSION**

A revised Policy 'Meetings, Information Sessions and Decision-Making Processes' is presented for Council's endorsement.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

If endorsed, the Policy will be placed on the City's website within one week of Council adoption and the practice continued at the start of the 2022 Community Access Sessions.



## Council Policy

**Council Policy Name:** Meetings, Information Sessions and Decision Making Processes  
**Responsible Directorate:** Finance and Corporate Services **Version:** PROPOSED

### 1. PURPOSE

- 1.1. A key role of a Councillor is to participate in the Local Government's decision-making processes at Council and Committee meetings. A key function of the CEO is to ensure that advice and information is available to the Council so that informed decisions can be made.
- 1.2. The purpose of this Policy is to set out guidelines for the provision of information to Councillors at Council and Committee meetings and Information Sessions, as well as how Information Sessions will be managed.

### 2. SCOPE

- 2.1. This Policy is applicable to all Information Sessions and formally-constituted meetings involving Councillors of the City of Busselton.

### 3. DEFINITIONS

Term	Meaning
Information Session	Councillor workshops, agenda briefing sessions, briefing sessions and community access sessions
Policy	this City of Busselton Council policy titled "Meetings, Information Sessions and Decision Making Processes"

### 4. STRATEGIC CONTEXT

- 4.1. This Policy links to Strategic Theme 4. LEADERSHIP - A Council that connects with the community and is accountable in its decision making, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priorities:
  - a. 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making; and
  - b. 4.4: Govern a professional organisation that is healthy, capable and engaged.

### 5. POLICY STATEMENT

- 5.1. The City utilises a range of mechanisms to ensure Councillors can make informed decisions, including workshops, briefing sessions, and community access sessions, in addition to its formal Council and Committee meetings.

#### Council and Committee Meetings

- 5.2. Council and Committee Meetings are conducted in accordance with the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the *City of Busselton Standing Orders Local Law 2018*.

- 5.3. Formal decisions of the Council are made at Council and Committee meetings.

Agenda Briefing Sessions

- 5.4. Agenda briefing sessions are utilised to discuss matters that appear on the current Council agenda
- 5.5. Agenda briefing sessions shall be conducted in an open, accountable manner, subject to confidentiality provisions.

Briefing Sessions and Workshops

- 5.6. Outside of agenda briefing sessions it is usual for workshops and briefing sessions on a range of matters to be convened by the CEO for the purpose of providing relevant information to Councillors.
- 5.7. Briefing sessions and workshops are convened to offer Councillors the opportunity to:
- a. explore options and discuss ideas;
  - b. discuss future agenda items and strategic direction;
  - c. to be briefed on key ongoing projects and have input prior to the allocation of resources in taking forward reports to the Council;
  - d. provide feedback and input in relation to decisions being made, or which may be made, by officers (under delegation, authorisation or similar, or 'acting through');
  - e. discuss and resolve where possible grievances and concerns.
- 5.8. Briefing sessions are relatively informal and are not open to the general public (unless invited) due to the preliminary and exploratory nature of the discussions.
- 5.9. Formal decisions of the Council are only made during a formal Council meeting and therefore collective or implied agreement on any issue during any briefing, information session or workshop cannot bind the Local Government.

Community Access Sessions

- 5.10. Community Access Sessions provide community members the opportunity to address Councillors on matters of local government business. Administrative matters may be responded to by the CEO or taken on notice.
- 5.11. Community Access Sessions may also be used to present on a matter currently before Council for a decision, either ahead of the Council meeting as a party with an interest (as per the City of Busselton's Standing Orders Local Law) or as an 'other' interested person.
- 5.12. At the discretion of the Presiding Member, community members wishing to present on a matter not on a current Council meeting agenda will be heard first, followed by those wishing to present on an item before Council.
- 5.13. While Community Access Sessions are not formal meetings of Council, it is important that they are conducted in a way that is consistent with the principles and objectives of the *Local Government Act 1995* in relation to the conduct of business. Accordingly the following will apply
- a. each member of the public will be given an equal and fair opportunity, to be determined by the presiding member, to address Councillors;
  - b. an address will be limited to a period of 5 minutes unless the person is granted an extension by the presiding member;
  - c. the presiding member may decide that a question or matter is not be responded to where the same or similar question or matter was:
    - i. asked or dealt with at a previous CAS or Council meeting and a response provided; or

Amended Policy: Meetings, Information Sessions and Decision-Making Processes

- ii. where the question is offensive or defamatory in nature;
  - d. no person is to use any electronic, visual or audio recording device or instrument to record the proceedings of CAS without the permission of the presiding member, unless it is at the discretion of the CEO for the purposes of recordkeeping;
  - e. a person must comply with the City's Behaviour Protocols at all times and must not create a disturbance by interrupting or interfering with the proceedings.
  - f. community members must show respect to Councillors and employees and must not publicly make adverse reflections on the character or conduct of a Councillor or employee.
- 5.14. If the presiding member considers a community member has engaged in conduct contrary to the requirements of 5.13, they may request the person to refrain from the inappropriate behaviour and / or to withdraw inappropriate comments.
- 5.15. Where a community member fails to comply with the Presiding Members request, the presiding member may immediately require the person to stop speaking and / or may require the person to leave the Community Access Session.
- 5.16. The CEO will keep a record of matters raised at Community Access Sessions, including who they were raised by.

**Information Provision**

- 5.17. Requests by Councillors' for information should be directed to the CEO or relevant Director and circulated to all Councillors for information. The officer's response should be circulated to all Councillors.
- 5.18. Councillors can ask for personal information of a private nature to be provided on a "Private and Confidential" basis. The CEO will consider the appropriateness of the request and determine whether such information is to be provided.
- 5.19. Where a question cannot be sufficiently answered at an Information Session or Council or Committee meeting, any further information is to be circulated to all Councillors.
- 5.20. In addition to disclosure requirements that apply at formal meetings, the Department of Local Government guidelines promote disclosure of interests at agenda forums, as participation without disclosing an interest is ethically unacceptable. Interests shall therefore be disclosed at Information Sessions.

**6. RELATED DOCUMENTATION / LEGISLATION**

- 6.1. *Local Government Act 1995*
- 6.2. *Local Government (Administration) Regulations 1996*
- 6.3. Department of Local Government Council Forums Guideline

**7. REVIEW DETAILS**

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	10 May 2017	Resolution #	C1705/101



## Council Policy

**Council Policy Name:** Meetings, Information Sessions and Decision Making Processes  
**Responsible Directorate:** Finance and Corporate Services **Version:** Adopted

### 1. PURPOSE

- 1.1. A key role of a Local Government Councillor is to participate in the Local Government's decision-making processes at Council and Committee meetings. A key function of the organisation's CEO is to ensure that advice and information is available to the Council so that informed decisions can be made.
- 1.2. It is not always possible for all information that a Councillor may need to be able to fully and confidently participate in formal decision-making processes to be provided in the course of a formal meeting process. Therefore, the City utilises a range of mechanisms to ensure informed decisions can be made including workshops, briefing sessions, community access sessions and various electors' meetings in addition to its formal Council and committee meetings.
- 1.3. The purpose of this Policy is to set out the guidelines for the provision of information to Councillors and the Council and other matters relating to the various forums utilised

### 2. SCOPE

- 2.1. This Policy is applicable to all convened information sessions and formally-constituted meetings involving Councillors of the City of Busselton held in the course of carrying out the business of the local government.

### 3. DEFINITIONS

Term	Meaning
Policy	this City of Busselton Council policy titled "Meetings, Information Sessions and Decision Making Processes"

### 4. STRATEGIC CONTEXT

- 4.1. This Policy links to Strategic Theme 4. LEADERSHIP - A Council that connects with the community and is accountable in its decision making, of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priorities:
  - a. 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making; and
  - b. 4.4: Govern a professional organisation that is healthy, capable and engaged.



## 5. POLICY STATEMENT

### Information Provision

- 5.1. All Councillors should have access to the same information when making decisions.
- 5.2. Councillors' written questions of officers regarding agenda reports shall be circulated to all Councillors for information and the officer's response shall be circulated to all Councillors.
- 5.3. Where a question cannot be sufficiently answered at any information session or meeting and further information is required to be provided by an officer, it shall be circulated to all Councillors.
- 5.4. Councillors however can ask for personal information of a private nature to be provided on a "Private and Confidential" basis.

### Council and Committee Meetings

- 5.5. Council and Committee Meetings are conducted in accordance with the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the City of Busselton Standing Orders Local Law.
- 5.6. Formal decisions of the Council are made utilising the Council and Committee meeting process.

### Reports to Council or a Committee

- 5.7. All reports shall include the details of the reporting officer/s and the options that may be available to the Council should it not agree with the officer's recommendation.
- 5.8. All reports listed for consideration at a meeting are to be provided at the time of agenda distribution, unless they meet the criteria for a late item of urgent business for consideration by the Council or Committee.
- 5.9. Any officers' report shall not duplicate the subject of a motion of which a Councillor has given notice, and where this is unavoidable, the Councillor's notice of motion will take precedence in the order of business of the meeting.

### Briefing Sessions and Workshops

- 5.10. It is usual for workshops and briefing sessions on a range of matters to be convened by the CEO to provide information to Councillors to enable informed decisions to be made.
- 5.11. The Council currently has a meeting cycle of formal Council meetings, preceded by various briefing sessions and workshops in the week before the meeting and on the day of the meeting.
- 5.12. Agenda briefing sessions are utilised to discuss matters:
  - a. that appear on the Council agenda; and
  - b. in relation to a matter of consideration or information at the time.
- 5.13. Agenda briefing sessions shall be conducted in an open, accountable manner and held in accordance with the Code of Conduct, subject to the confidentiality provisions relating to agenda reports.
- 5.14. Other briefing sessions and workshops are convened to offer the Councillors the opportunity to:
  - a. explore options and discuss ideas;
  - b. discuss future agenda items and strategic direction;
  - c. to be briefed on key ongoing projects and have input prior to the allocation of significant resources in taking forward reports to the Council;

- d. provide feedback and input in relation to decisions being made, or which may be made, by officers (under delegation, authorisation or similar, or 'acting through');\*
- e. discuss grievances and concerns to be resolved where possible.

\* The CEO will often refer particular matters to a briefing, information session or workshop for discussion and officers may then make decisions having regard for the nature of the discussion. They may be relatively informal and not open to the general public unless invited to attend due to the preliminary and exploratory nature of the discussions.

- 5.15. Formal decisions of the Council are only made during a formal Council meeting and therefore collective or implied agreement on any issue cannot bind the Local Government during any briefing, information session or workshop.
- 5.16. In addition to disclosure requirements that apply at formal meetings, the Department of Local Government guidelines promote disclosure of interests at agenda forums, as participation without disclosing an interest is ethically unacceptable. Interests shall therefore be disclosed at agenda briefing sessions (informal and formal), information sessions and workshops etc.

#### Community Access Sessions

- 5.17. Community members are offered the opportunity to address the Councillors on items that are listed on an agenda or any other matter of local government business during specially convened Community Access Sessions. The CEO and Directors, or their representatives, are to attend Community Access Sessions if items pertaining to their directorate are listed on the Agenda.

#### Electors' and Special Electors' Meetings

- 5.18. Matters discussed at electors' meetings provide important input into Council decision-making processes. All annual meetings of electors and special meetings of electors shall be convened in City-owned buildings to ensure that the venue is appropriate for the conduct of such a meeting.
- 5.19. The CEO, or his representative, shall attend all meetings of electors and is requested to have Directors in attendance, such that wherever possible, electors can be provided with the information that they are seeking at the meeting.

### **6. RELATED DOCUMENTATION / LEGISLATION**



- 6.1. Local Government Act 1995
- 6.2. Local Government (Administration) Regulations 1996
- 6.3. Department of Local Government Council Forums Guideline

### **7. REVIEW DETAILS**

Review Frequency		3 yearly		
Council Adoption	DATE	10 May 2017	Resolution #	C1705/101
Previous Adoption	DATE	13 May 2015	Resolution #	C1505/112



## 12.6 Policy and Legislation Committee - 2/3/2022 - REVIEW OF CUSTOMER SERVICE CHARTER

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Council Policies
<b>BUSINESS UNIT</b>	Customer Service
<b>REPORTING OFFICER</b>	Customer Service Coordinator – Brioney McLean
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Proposed: Customer Experience Charter  Attachment B Current: Customer Service Charter 

**This item was considered by the Policy and Legislation Committee at its meeting on 2/3/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

### **COUNCIL DECISION**

**C2203/061** Moved Councillor A Ryan, seconded Councillor M Love

**That the Council rescind the current Customer Service Charter (Attachment B) and endorse the Customer Experience Charter as an administrative document (Attachment A).**

**CARRIED 9/0**

**EN BLOC**

### **OFFICER RECOMMENDATION**

That the Council rescind the current Customer Service Charter (Attachment B) and endorse the Customer Experience Charter as an administrative document (Attachment A).

### **EXECUTIVE SUMMARY**

This report presents a revised Customer Experience Charter (the Charter) (Attachment A). The existing Customer Service Charter (Attachment B) has been revised as part of the City's review of its Corporate Documents and this report recommends that it be rescinded and that the new Charter be endorsed by Council as an administrative document.

### **BACKGROUND**

Council adopted the Customer Service Policy 018 in 2010 to outline general standards of behaviour expected of all persons appointed by the City of Busselton.

In June 2017 Council resolved to rescind the Policy and adopt the Customer Service Charter which included quantitative targets for consistent and prompt service delivery.

In August 2017 the CEO commissioned a high level independent review of the City's governance systems – the Governance Systems Review (GSR). The GSR recommended that the City's policy and procedure framework should be reviewed such that Council Policies are focused on higher level objectives and strategies and do not deal with operational matters, employee matters, or other matters which are the responsibility of the CEO. This same principle is considered applicable to the review of the current Customer Service Charter.

#### **OFFICER COMMENT**

The content of the Charter reflects general standards of customer service expected of all persons appointed or contracted by the City. The proposed Charter is significantly different to the existing Customer Service Charter. Research conducted of peer Councils, both metropolitan and regional, indicates that the brochure style format is more accessible for the community.

The revised content of the Charter includes reference to the current City of Busselton Corporate Values and how these values will be demonstrated in the services provided by the City. Customer service standards are becoming less quantitative with greater emphasis on the quality of our service. Customer experience encompasses the quality of customer service the City provides, the accessibility of our information, the responsiveness of our actions and the commitment for continuous improvement through feedback.

The Charter informs our customers as to how they can assist the City to achieve our service commitments, subsequently supporting positive relationships between the City and the Community.

Officers feel that the content of a customer service charter would be more appropriately contained in an administrative document, as it governs matters which are the responsibility of the CEO (that is, management of staff). Being an administrative document also allows for amendments as required to be made by the Chief Executive Officer. Officers recognise the importance of a customer service charter as well as the need for it to be highly visible with the public and Councillors.

#### **Statutory Environment**

In accordance with section 2.7(2(b) of the *Local Government Act 1995* (the Act) it is the role of the Council to determine the local government policies. The Council does this on recommendation of a Committee it has established in accordance with section 5.8 of the Act.

#### **Relevant Plans and Policies**

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

#### **Financial Implications**

There are no financial implications associated with the officer recommendation.

#### **Stakeholder Consultation**

No external stakeholder consultation was required or undertaken in relation to this matter, although officers did undertake a review of other local government customer service charters

#### **Risk Assessment**

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

**Options**

As an alternative to the proposed recommendation the Council could:

1. choose not to rescind the current charter; or
2. make amendments to the proposed Customer Experience Charter.

**CONCLUSION**

The Customer Service Charter has been reviewed by officers and was found to be of continuing importance and relevance as a statement of commitment to Customer Service.

Following this review it is recommended that the current Customer Service Charter be rescinded and the proposed Customer Experience Charter be endorsed as an administrative document, with the CEO able to review and amend the document as required.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The Customer Experience Charter will be published to the City's website within one week of Council's adoption.

## Compliments, Suggestions or Complaints

- We are committed to providing a high quality of public service to the community
- We are committed to continuous improvement and encourage you to compliment us when we do well
- We want to understand how we can improve the way we provide services to the community and encourage you to give us feedback on things we can do better.

## Complaints Resolution

When receiving a complaint we will:

- maintain confidentiality and discuss your complaint only with the employees involved
- consider the information you have provided carefully
- treat your complaint with fairness and respect
- keep you informed about the progress of your complaint
- explain to you the reasons for the decisions reached about your complaint
- advise you of the outcome and any actions we have taken to improve our services as a result of your complaint.



# Customer Experience Charter

## How to contact us

**Online:**  
[www.busselton.wa.gov.au](http://www.busselton.wa.gov.au)

**Telephone:**  
08 9781 0444

**In Person:**  
2 Southern Drive, Busselton

**In writing:**  
[city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au); or  
City of Busselton  
Locked Bag 1  
BUSSELTION WA 6280

"Where environment, lifestyle and opportunity meet"



City of Busselton  
*Where the Bay begins*



City of Busselton  
*Where the Bay begins*

## Customer Experience Charter

### Our Corporate Values

Listening  
Considered Decision Making  
Appreciation  
Respect  
Team Work



### Our Commitment

We will be:

- Courteous
- Responsive
- Professional
- Discrete

We will demonstrate these principles by:

- Aiming to satisfy your request at the time of your visit
- Answering telephone calls promptly
- Responding to telephone messages within two business days
- Responding to written requests within 10 business days
- Advising you if there is a delay in providing information to you.



### Customer Service Standards

We understand the importance of customer service and are committed to delivering high quality customer service, through accurate, relevant and appropriate advice.

Our employees will:

- Identify themselves
- Be polite, helpful and courteous
- Listen to you to understand your needs
- Follow through on our commitments to you
- Encourage, welcome and value your feedback.

Our actions will be:

- Open, respectful and impartial
- Responsive to your individual needs
- Completed within a reasonable timeline.

Our information will be:

- Accessible within the legal frameworks which apply
- Accurate, consistent and relevant
- Delivered in easy to understand language.

### Access and Inclusion

We are committed to ensuring everyone is welcome and included with equitable access to services, buildings and other facilities, information, quality service, complaint handling and employment.

### How you can help us to help you

The provision of a high quality customer experience is supported by positive relationships with the community.

The City of Busselton takes responsibility for providing an environment where employee safety and wellbeing is protected.

You can help us meet our customer service commitments to you by:

- Treating our staff with courtesy and respect in all interactions
- Recognising that the safety and wellbeing of our staff comes first and our staff may end a conversation if they feel unsafe or where it involves abusive language or aggressive behaviour
- Keeping us updated on changes to your contact details
- Providing complete and accurate details when making a request or seeking information
- Working with us to finalise solutions to problems.



# City of Busselton

## Customer Service Charter



Where environment, lifestyle and opportunity meet

## STATEMENT

The Council recognises and acknowledges the importance of providing excellence in customer services to the community, its residents and stakeholders.

## PURPOSE / RATIONALE

The intent of this charter is to provide the guiding document for the City to meet its service provision obligations to the community, its residents and stakeholders.

The development of this charter has taken into account the key factors impacting on customer service provision including, but not limited to, customer expectations, existing policy and legislation, identified risks and endorsed service delivery models.

## OUR VALUES

As representatives of the City, these core values will underpin what we do and how we do it:

### Pride in Performance

- Strive for Excellence to deliver good quality work
- 'Can Do' Attitude
- Meeting deadlines
- Recommending and actioning change

### Empowerment

- Develops People – providing opportunities to be accountable
- Being willing to take action and learn from mistakes
- Leads by being a positive role model and focuses on achieving good outcomes for the City

### Mutual Respect

- Treats others with respect
- Embraces diversity, tolerance and difference
- Shows good customer service to internal customers

### Strength as a team

- Shows strong support for others to achieve organisational goals
- Actively works to foster a sense of team
- Takes a whole of organisation approach

### Community focus

- Professional approach in all that we do
- Engages with the community to achieve outcomes
- Responsive and high quality customer service

## SCOPE

This Policy applies to all Councillors, Employees, Apprentices, Trainees and Contractors of the City of Busselton.

## CUSTOMER SERVICE CHARTER

The City of Busselton is committed to providing excellent services to our community. We will do this by striving to provide:

- Polite, helpful and respectful customer service;
- Our time and attention to address your enquiries;
- Services that are consistent and promptly delivered;
- Accurate information delivered in easy to understand language;
- Clear explanations for decisions made;
- Fair treatment in accordance with the City's legal obligations;
- Ease of access to feedback and complaint processes;
- Assistance to connect with other services within our community.

## WE WILL UPHOLD THE CUSTOMER SERVICE CHARTER BY:

- Adhering to Council policies, City procedures and the Code of Conduct.
- Complying with the Uniform and Dress Standards.
- Being polite and helpful.
- Being empathetic to customer concerns.
- Providing easy access and timely feedback and complaint mechanisms.
- Providing reliable information and advice in easy to understand language.
- Responding to and resolving enquiries in a timely manner.





## CODE CONTENT

The City of Busselton regards the provision of excellent customer services as a core strategic responsibility. In development of this charter, the City has considered community feedback and expectations, external factors, relevant constraints and organisational priorities. In addition, this document takes into account the City of Busselton Code of Conduct, which broadly outlines responsible behaviour for all Councillors, Committee members, City Officers and Contractors. This charter applies directly to the way in which services are delivered. This charter ensures that everyone within the organisation understands the duties and responsibilities applicable at each level.

The City of Busselton Customer Service Charter is our commitment to the community to:

- Act with integrity, timeliness, efficiency and economy;
- Be open, available, accountable and transparent in our decision making;
- Treat others honestly, respectfully, fairly and in a timely manner;
- Provide accessible, consistent, accurate and relevant information and;
- Invite and be informed by community requests, suggestions and feedback.



## RESPONSIBILITY

### Elected Members shall:

- Ensure guidelines for customer service delivery as stated in this Charter are current and relevant;
- Review the Charter on a periodic basis as required by changing community needs;
- Identify performance indicators for expected customer service outcomes, including expected levels of compliance and reporting periods;
- Support CEO and Executives in the provision of excellence in customer service;
- Regularly review, with the CEO, performance against agreed standards to continuously identify opportunities for improvement.

### CEO and Executives shall:

- Endorse and support all standards documented in the Charter;
- Contribute to the regular periodic review of the Charter by:
  - Engaging in regular, community consultation to ensure current and future customers' needs and requirements are reflected in organisational processes, systems and structures;
  - Identifying opportunities for improvements to service delivery;
- Support Managers and other staff in the provision of excellence in customer service;
- Establish mechanisms to monitor compliance with the Charter across all areas of responsibility;
- Establish processes to deal with failure to meet endorsed standards;
- Report to the Council on performance indicators for customer service delivery.







**Management shall:**

- Optimise and support service delivery mechanisms to comply with the Charter;
- Ensure staff under direct and indirect supervision are aware of and are following guidelines detailed in the charter;
- Ensure provision of ongoing training to all areas of the organisation to further develop skills relevant to customer service provision;
- Implement established procedures to deal with failure to meet endorsed standards of service delivery;
- Report to CEO and Executives on performance indicators for customer service.

**Employees, Contractors, Apprentices and Trainees shall:**

- Comply with the Charter
- Actively support others in compliance with the Charter
- Undertake training and performance management as required to provide excellence in customer service.
- Report to Managers as required on performance indicators for customer service.

**Customer Focus Staff shall additionally:**

- Undertake Customer Advocacy through the direct provision of complaint, dispute and grievance support as required by members of the public and within guidelines provided in this Charter and the Code of Conduct;
- Undertake support across the organisation in the form of coaching and training to ensure customer service expectations are being met;
- Seek and report on customer feed back, positive and negative, during the course of customer interaction.

### **Services that are Consistent and Promptly Delivered**

#### **In Person:**

- Acknowledge the customer within 30 seconds if unable to attend immediately;
- Endeavour to serve customer within 5 minutes from first acknowledgement;
- Officers called to attend to technical enquiries should arrive within 5 minutes from callout or inform Customer Service if there will be a delay.

#### **On the Phone:**

- Answer phone within 6 rings, including transferred and internal calls;
- Minimise time on hold by offering to call the customer back;
- Return/reply to voice mail messages within two working days;
- Ensure your telephone is diverted or monitored during prolonged absence from your desk (holidays, leave, off-site training);
- Use informed phone transfers to minimise customer's need to repeat their message.

#### **In Writing (however received):**

- Reply to basic information enquiries within 5 working days;
- Ensure referrals to external agencies occur within 5 working days;
- Acknowledge receipt of all other correspondence within 5 working days;
- Resolve and respond to technical requests within 21 working days;
- Complete application processes within 21 working days or as per specific business rules;
- Inform customers of any delays to decision-making. Update customer regularly if response will take longer than 21 working days.

## **DEFINITIONS**

**Customer** is defined as any person, external and internal to this organisation, who approaches Councillors, Employees, Apprentices, Trainees and Contractors of the City of Busselton, with a request for information or services.

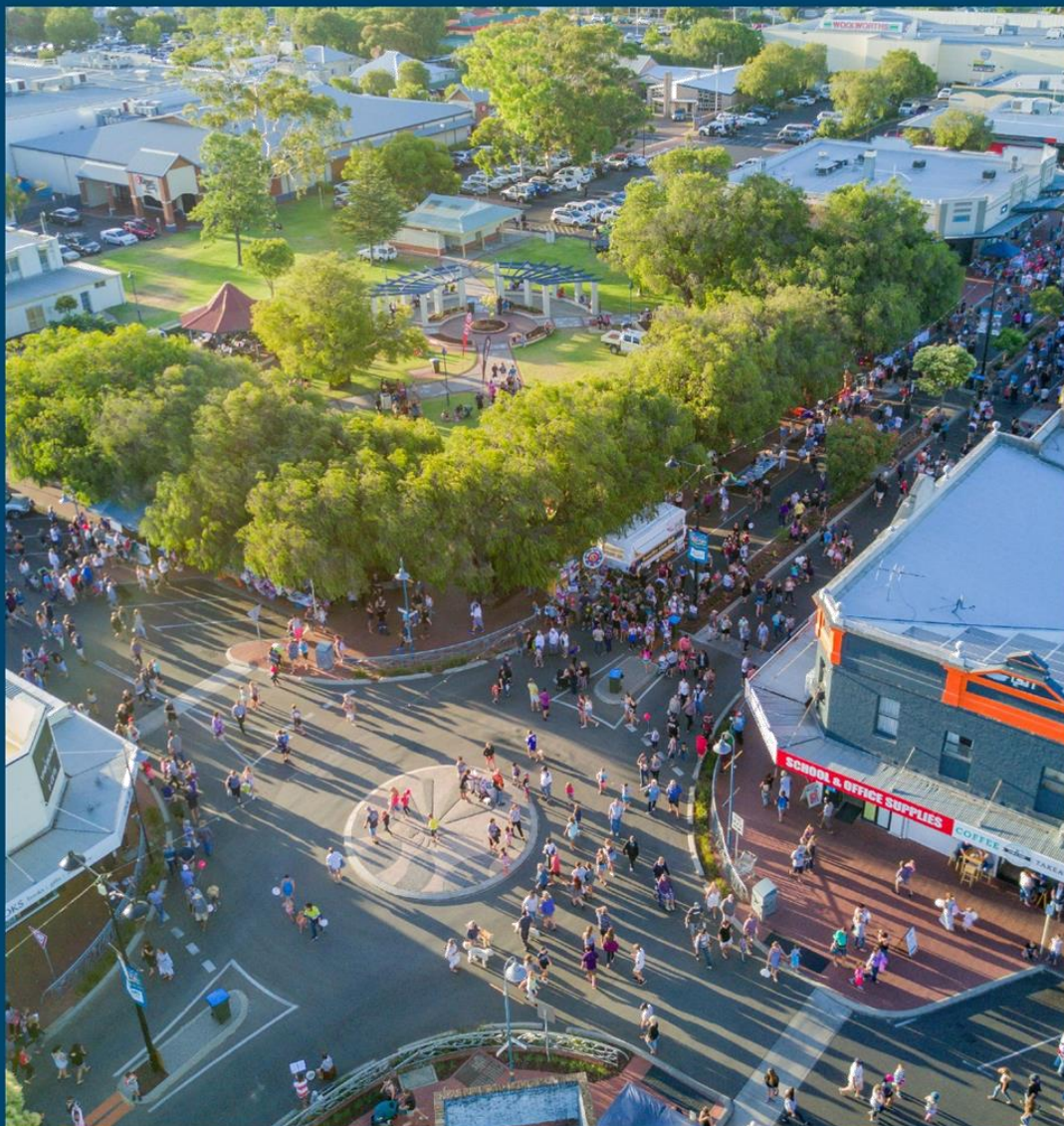
**Customer Advocacy** is defined as an approach to customer service that has a customer centred focus. Customer Advocates are facilitators between the customers and the organisation.

**Customer Service** is defined as the direct provision of information or services to customers. This includes assisting our customers to identify others within our community that may be able to meet the needs of our citizens.

**City of Busselton Customer Service Charter** - this document details the City of Busselton's commitment to delivering excellence in customer service to the community. This document clearly states the organisation's vision and values as well as customer service deliverables established by the Council.







## HISTORY

Council Resolution	Date	Information
C1706/154	June 2017	Consolidation of charter and cancellation of policy
C1703/040	8 March, 2017	Policy updated to reflect change from Shire to City Version 2





12.8 Finance Committee - 9/3/2022 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 31 JANUARY 2022

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Financial Services
<b>BUSINESS UNIT</b>	Financial Services
<b>REPORTING OFFICER</b>	Manager Financial Services - Paul Sheridan
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services – Tony Nottle
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Statement of Financial Position - Period Ended 31 January 2022   Attachment B Loan Schedule - January 2022   Attachment C Investment Report - January 2022  

**This item was considered by the Finance Committee at its meeting on 9/3/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

**COUNCIL DECISION**

**C2203/062** Moved Councillor A Ryan, seconded Councillor M Love

**That the Council receives the statutory financial activity statement reports for the period ending 31 January 2022, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations 1996.**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council receives the statutory financial activity statement reports for the period ending 31 January 2022, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations 1996.

**EXECUTIVE SUMMARY**

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

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis, for the period ending 31 January 2022.

**BACKGROUND**

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

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

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

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

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

**OFFICER COMMENT**

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

Statement of Financial Activity

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

Net Current Position

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

Capital Acquisition Report

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

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

### Reserve Movements Report

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

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

### Comments on Financial Activity to 31 January 2022

The Statement of Financial Activity (FAS) for the year to date (YTD) shows an overall Net Current Position of \$19.8M as opposed to the budget of \$189K. This represents a positive variance of \$19.6M YTD.

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

Description	2021/22 Actual YTD \$	2021/22 Amended Budget YTD \$	2021/22 Amended Budget \$	2021/22 YTD Bud Variance %	2021/22 YTD Bud Variance \$	Change in Variance Current Month \$
<b>Revenue from Ordinary Activities</b>				<b>1.14%</b>	<b>814,489</b>	<b>(127,524)</b>
1. Other Revenue	359,024	193,212	414,950	85.82%	165,812	(16,173)
<b>Expenses from Ordinary Activities</b>				<b>7.63%</b>	<b>3,842,105</b>	<b>(414,285)</b>
2. Materials & Contracts	(9,399,204)	(10,636,502)	(20,245,296)	11.63%	1,237,298	(521,002)
3. Other Expenditure	(1,918,522)	(3,715,045)	(9,685,100)	48.36%	1,796,523	141,306
<b>4. Non-Operating Grants, Subsidies and Contributions</b>	1,425,277	8,519,155	34,850,687	<b>(83.27%)</b>	<b>(7,093,878)</b>	509,229
<b>Capital Revenue &amp; (Expenditure)</b>				<b>42.49%</b>	<b>19,625,360</b>	<b>3,102,719</b>
5. Land & Buildings	(609,306)	(12,650,332)	(22,802,632)	95.18%	12,041,026	1,838,070
Plant & Equipment	(752,922)	(1,771,000)	(2,890,000)	57.49%	1,018,078	304,523
Furniture & Equipment	(175,090)	(549,191)	(828,800)	68.12%	374,101	(27,426)
Infrastructure	(9,613,831)	(20,058,246)	(38,537,750)	52.07%	10,444,414	285,203
6. Proceeds from Sale of Assets	0	547,561	776,071	<b>(100.00%)</b>	<b>(547,561)</b>	<b>(139,934)</b>
7. Proceeds from New Loans	10,025,000	5,450,000	15,450,000	83.94%	4,575,000	4,550,000
8. Total Loan Repayments – Principal	(1,615,120)	(1,848,193)	(3,839,418)	12.61%	233,073	(25,000)
9. Advances to Community Groups	(25,000)	(5,450,000)	(5,450,000)	99.54%	5,425,000	5,450,000
10. Transfer to Restricted Assets	(17,110,256)	0	0	<b>(100.00%)</b>	<b>(17,110,256)</b>	<b>(10,135,762)</b>
12. Transfer from Restricted Assets	3,054,422	0	0	100.00%	3,054,422	397,189



### **Revenue from Ordinary Activities**

In total, revenue from Ordinary Activities is very close to budget at only 1.14% ahead YTD. There is however two material variance items requiring comment.

#### **1. Other Revenue**

Ahead of YTD budget by \$166K, or 85.8%, mainly due to the items listed in the table below:

Revenue Code	Revenue Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
<b><u>Finance &amp; Corporate Services</u></b>		<b>49,890</b>	<b>18,420</b>	<b>31,470</b>	<b>170.85%</b>	<b>(780)</b>
10100	Long Service Leave Re-imbursements from other LG's	25,999	-	25,999	(100.00%)	-
The reimbursement came in a lot earlier than was originally predicted in the budget. This will rectify by year end.						
<b><u>Community and Commercial Services</u></b>		<b>17,967</b>	<b>2,887</b>	<b>15,080</b>	<b>522.33%</b>	<b>(6,940)</b>
10625	Art Geo – Sale of Artworks	8,893	-	8,893	(100.00%)	(8,833)
This line is cleared out by year end i.e. sales proceeds are on-paid to the artists. There was a delay in on-paying December and January's sales due to Art Geo Administration moving premises, plus staff being on leave.						
<b><u>Engineering and Works Services</u></b>		<b>224,961</b>	<b>96,291</b>	<b>128,670</b>	<b>133.63%</b>	<b>(4,916)</b>
G0030 & G0031	Busselton & Dunsborough Transfer Station – Sale of Scrap Materials	221,026	87,218	133,808	153.42%	1,421
The budget for the receipt of income relating to the sale of scrap materials (metal in particular) has not been aligned effectively with actual receipts. This should rectify somewhat as the year progresses. It should also be noted that the prices received for scrap metal have been extremely favourable – up to \$220/tonne received in July and \$255/tonne received in November for major collections in both months, compared to \$110-\$140/tonne during 2020. When prices are this good, a lot more material is moved to take advantage (causing budget timing variances). When they are lower, materials are stockpiled and only moved when space is required (which gives rise to the historic trend of the budget timing differences).						

### **Expenses from Ordinary Activities**

Expenditure from ordinary activities is \$3.8M, or 7.6%, less than expected when compared to the budget YTD as at January. The expense line items on the face of the financial statement that have a YTD variance that meet the material reporting threshold are outlined below.

#### **2. Materials & Contracts**

Less than YTD budget by \$1.24M. The main contributors to this variance are listed in the table below:















<b><u>Planning and Development Services</u></b>		<b>60,526</b>	<b>83,943</b>	<b>23,417</b>	<b>27.9%</b>	<b>27,059</b>
10805	Planning Administration	-	15,000	15,000	100.0%	15,000
The Planning item relates to the Façade Refurbishment Program which the City normally runs on an annual basis. Due to staff shortages and other priorities this year, it's not likely that the \$30K budgeted will get spent at all.						
<b><u>Engineering and Works Services</u></b>		<b>147,365</b>	<b>128,136</b>	<b>(19,229)</b>	<b>(15.0%)</b>	<b>(18,184)</b>
B1223	Micro Brewery - Public Ablution	-	60,000	60,000	100.0%	-
The full contribution of \$120K to the ablutions, in two instalments, was made in the 20/21 financial year, however due to the lateness of the second \$60K instalment, it was inadvertently included again in the 21/22 year budget unnecessarily.						
G0042	BTS External Restoration Works	96,812	25,000	(71,812)	(287.2%)	(616)
Rendezvous Road Refuse site remedial works.						

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

The negative variance of \$7.1M is mainly due to the items in the table below. It should be noted that any negative variance in this area will approximately correlate to an offsetting positive underspend variance in a capital project tied to these funding sources. This can be seen in the section below that outlines the capital expenditure variances. Where this is not the case, the reconciliation of the projects and the required funding to be recognised in revenue is not completed until closer to year end.

Revenue Code	Revenue Code Description	Actual YTD \$	Amended Budget YTD \$	Variance YTD \$	Variance YTD %	Change in Variance Current Month \$
<b><u>Community and Commercial Services</u></b>		<b>-</b>	<b>115,376</b>	<b>(115,376)</b>	<b>(100.0%)</b>	<b>(48,975)</b>
10540	Recreation Administration	-	51,250	(51,250)	(100.0%)	(25,625)
10590	Naturaliste Community Centre	-	46,700	(46,700)	(100.0%)	(23,350)
C6010	Airport Fencing Works	-	17,426	(17,426)	(100.0%)	-
<b><u>Engineering and Works Services</u></b>		<b>1,364,277</b>	<b>8,338,779</b>	<b>(6,974,502)</b>	<b>(83.6%)</b>	<b>(1,665,471)</b>
A0014	Bussell Highway Bridge – 0241 – Federal Capital Grant	-	744,000	(744,000)	(100.0%)	-
A0022	Yallingup Beach Road Bridge - 3347 – Federal Capital Grant	-	700,000	(700,000)	(100.0%)	-
A0200	Donated Bridges	698,230	-	698,230	100.0%	-
B9407	Busselton Senior Citizens – Developer Cont. Utilised	-	111,750	(111,750)	(100.0%)	-
B9591	Performing Arts Convention Centre – Federal Capital Grant	-	3,415,500	(3,415,500)	(100.0%)	(1,138,500)
B9612	Churchill Park Renew Sports Lights – State Capital Grant	-	72,850	(72,850)	(100.0%)	(72,850)
B9999	Donated Buildings	30,000	-	30,000	100.0%	-



C3116	Dawson Park (Mcintyre St Pos) – Developer Cont. Utilised	71,116	-	71,116	100.0%	71,116
C3211	Tulloh St (Geographe Bay Road) - POS Upgrade – Developer Cont. Utilised	25,043	-	25,043	100.0%	25,043
C3214	Kingsford Road - POS Upgrade – Developer Cont. Utilised	71,437	-	71,437	100.0%	71,437
C3215	Monash Way - POS Upgrade – Developer Cont. Utilised	71,939	-	71,939	100.0%	71,939
C3216	Wagon Road - POS Upgrade – Developer Cont. Utilised	81,341	-	81,341	100.0%	81,341
C3217	Limestone Quarry - POS Upgrade – Developer Cont. Utilised	119,687	-	119,687	100.0%	119,687
C3218	Dolphin Road - POS Upgrade – Developer Cont. Utilised	90,634	-	90,634	100.0%	90,634
C3219	Kingfish/ Costello - POS Upgrade – Developer Cont. Utilised	33,551	-	33,551	100.0%	33,551
C3220	Quindalup Old Tennis Courts Site - POS Upgrade – Developer Cont. Utilised	34,480	-	34,480	100.0%	34,480
C3241	Vasse River - Ongoing Restoration of River Habitat – State Capital Grant	-	90,000	(90,000)	(100.0%)	(90,000)
F0084	Thompson Way - New Path - Contributions	36,818	-	36,818	100.0%	-
F0112	Causeway Road Shared Path – State Capital Grant	-	80,000	(80,000)	(100.0%)	-
S0048	Bussell Highway – Developer Cont. Utilised	-	200,000	(200,000)	(100.0%)	-
S0076	Kaloorup Road (Stage 1) – Main Roads Direct Grant	-	224,400	(224,400)	(100.0%)	-
S0077	Ludlow-Hithergreen Stage 2 Reconstruct & Widen – MR Capital Grant	-	96,000	(96,000)	(100.0%)	-
S0078	Sugarloaf Road – State Capital Grant	-	321,599	(321,599)	(100.0%)	-
S0321	Yoongarillup Road - Second Coat Seal – MR Capital Grant	-	100,000	(100,000)	(100.0%)	-
S0331	Barracks Drive Spray Seal – MR Capital Grant	-	130,980	(130,980)	(100.0%)	-
S0332	Inlet Drive Spray Seal – MR Capital Grant	-	47,000	(47,000)	(100.0%)	-
S0333	Chapman Crescent Spray Seal – MR Capital Grant	-	78,000	(78,000)	(100.0%)	-











Various	Townscape & Vasse River	43,548	539,023	495,475	91.9%	215,759
<p>No works of any significance associated with projects within this category have yet to commence. Townscape Works in Dunsborough valued at \$1.057m and Vasse River works valued at \$640,000 are contributing to the YTD variance.</p> <p>The Dunsborough Townscape project is being staged, with this financial year's scope comprising of service relocation and roundabout/ carpark construction in quarter 4.</p>						
Various	Other P&G Infrastructure	4,060,868	6,565,422	2,504,554	38.1%	217,689
<p>There are 45 individual Parks &amp; Gardens capital projects budgeted this financial year ranging in value from between a mere \$1.8k to \$2.118m.</p> <ul style="list-style-type: none"> <li>62% of the YTD variance valued at \$ 1.566m is associated with the Dunsborough Lakes Sporting Precinct project and the new Non-Potable Water Network both under construction.</li> <li>38% of the YTD variance totalling \$952k is comprised of a further 14 projects that have an YTD variance in excess of \$40k under expended to budget. Most of these projects are underway, have committed costs or are due to commence in the coming months.</li> <li>The Barnard Park East Foreshore Landscaping project is reported at \$195k over expended to the annual budget. With commitments included this variance increased to \$597k over budget, this over expenditure has been highlighted in Councillor briefings.</li> </ul>						
Various	Drainage	13,200	105,600	92,400	87.5%	35,089
<p>The YTD variance to budget is largely associated with the Carey Street drainage upgrade project which has now commenced.</p>						
Various	Regional Airport & Industrial Park Infrastructure	81,197	208,396	127,198	61.0%	-
<p>YTD actual is made up of four separate account strings all part of the Airport development project. Some are completed (underspent) and others may not be spent until the end of the FY depending on timing of the works.</p>						

## 6. Proceeds From Sale of Assets

YTD there have been no proceeds from sale of assets recorded against the YTD budget of \$548K. This is due to the continuing delays in delivery of acquisitions, and the associated transfer to auction of the vehicles being replaced. Some vehicles that were planned to be traded/auctioned have also been retained and redeployed instead.

## 7. Proceeds from New Loans

During the month two \$5M loans for the BPACC project were drawn from the WATC. At the time of setting the budget, the timing of these two drawdowns was spread apart, however to take advantage of lower interest rates before they were predicted to rise, Council decided to draw both \$5M tranches at the same time. This has caused a \$5M positive timing variance to budget in this area.

This is offset by a negative timing variance of \$425K that relates to draw downs for the provision of self-supporting loans, including \$200K for Community Groups. It is impossible to predict when and to what extent applications will be submitted to the City. This is 100% offset by the actual outgoing advance of the funds to the applicants.

## 8. Total Loan Repayments - Principal

Repayments of the principal on loans is \$233K under budget YTD, due to the loan for the BPACC not proceeding in timeframe as budgeted.

## 9. Advances to Community Groups

During the month a Community Group loan was drawn for the Dunsborough Bay Yacht Club for \$25K. Per above, although not possible to predict when these loans will be applied for, the negative variance is 100% offset by the positive variance in proceeds from New Loans. YTD the variance is \$5.4M mainly due to the AUDC being put on hold.

## 10. Transfer to Restricted Assets

There is an YTD variance in transfers to Restricted Assets of \$17M as there is no budget for this item.

At the time of budgeting it is not possible to predict what grants will be received in what timeframe, nor when they will be spent and hence potentially transferred to Restricted Assets (or unspent portions thereof). Loans (\$10M) received for BPACC was transferred to restricted assets until utilized. Also, the following grants, totaling \$5M, have been received and transferred to Restricted Assets for which there was no budgeted transfer:

- \$50K for the Causeway Road Shared Path Project from the Department of Transport;
- \$3M for various roads projects from Main Roads, State Blackspot Fund, the Regional Roads Program and the Road Safety Innovation Fund;
- \$80K for the Dunsborough youth space project from the Department of Primary Industries and Regional Development;
- \$54K from Lotterywest for the Strengthening & Adapting Organisations program;
- \$526K from DFES for the Mitigation Activity Fund and shared costs of the Emergency Services Manager;
- \$60K from the Federal Government Community Grants Hub for Community Child Care Sustainability programs;
- \$11K from the South West Catchment Council - National Landcare Program for the planting of 4,000 seedlings;
- \$20K from Australia's South West to fund an aviation research report for the Recovery for Regional Tourism Project Control Group;
- \$100K from the Department of Primary Industries & Regional Development for the expansion of the CCTV network;
- \$25K from Rio Tinto for Youth Development Services;
- \$4.9K from the Busselton Senior Citizens to go towards the expansion project;
- \$137K from the Department of Industry, Science, Energy and Resources for improvements to safety and accessibility at the airport;
- \$100K from the Southwest Development Corporation to develop a training and marketing campaign to build a pool of skilled hospitality workers in the region;
- \$330K from the Department of Primary Industries & Regional Development's Community Stewardship Program, for the removal of sediment in the lower Vasse river;
- \$250K from Rio Tinto for the BPACC project;
- \$30K from the Department of Primary Industries & Regional Development's Small Grants Program 2021 for the upgrade of the women's change rooms at Bovell Sports Park;
- \$150K from the WA Waste Authority for the "Tip Shop" development;
- \$30.8K from the Department of Local Government, Sport and Cultural Industries for the "Creative Art for Heart" initiative; and
- \$17.4K from the Department of Transport, from the RADS program, for the perimeter fencing at the airport.



Developer contributions, deposits and bonds are inherently hard to predict and budget for. An annual amount of \$22K was budgeted for later in the year, however \$1.5M has been received YTD, including \$459K for road works bonds and \$530K for caravan park deposits.

## 11. Transfer from Restricted Assets

YTD there has been \$3.05M transferred from Restricted Assets into the Municipal Account. This was mainly attributable to \$500K of Bushfire Mitigation Activity funds that did not need to be restricted, \$280k attributable to cash in lieu of public open space to recoup Muni for expenditure incurred to reporting date, , and \$2.2M of various roadworks grant & bond funding that has been utilised.

### Investment Report

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

As at 31<sup>st</sup> January 2022 the value of the City's invested funds are \$100M, up from \$91.9M as at 31<sup>st</sup> December 2021.

The increase of \$8M is due in two parts to:

- a \$10M loan deposited into the 11am account (an intermediary account which offers immediate access to the funds compared to the term deposits and a higher rate of return compared to the cheque account) to provide funds for standard operations.
- The closure of \$2M term deposit.

As at 31<sup>st</sup> January 2022 the 11AM account balance is \$14.0M, up from \$4M as at 31<sup>st</sup> December due to the above deposit.

During the month of January two term deposits totalling the amount of \$8M matured. These were renewed for a further 132 days at 0.36% on average and one term deposit was closed with an amount of \$2M

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

### Borrowings Update

During the month a \$10M was drawn from the WATC for the BPACC project. The funds have been restricted for use solely on the project. The attached Loan Schedule outlines the status of all existing loans as at January YTD.

### Chief Executive Officer – Corporate Credit Card

Details of transactions made on the Chief Executive Officer's corporate credit card during January 2022 are provided below to ensure there is appropriate oversight and awareness.

Date	Payee	Description	\$ Amount
13/01/22	Regional Development Australia South West Inc.	2 x tickets to SW Regional Futures-Busselton Launch Sundowner CEO M. Archer & Mayor G. Henley	44.00
		<b>TOTAL</b>	<b>\$44.00</b>

**Donations & Contributions Received**

During the month no donations or contributions were received.

**Statutory Environment**

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

**Relevant Plans and Policies**

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

**Financial Implications**

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

**Stakeholder Consultation**

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

**Risk Assessment**

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

**Options**

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

**CONCLUSION**

As at 31 January 2022, the City's net current position stands at \$19.8M. The City's financial performance is considered satisfactory, and cash reserves remain strong.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not applicable.

## City of Busselton

## Statement of Financial Activity

## Year to Date As At 31st January 2022

	2021/2022 Actual YTD	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2021/22 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
<b>Revenue from Ordinary Activities</b>						
Rates	54,748,467	54,731,598	54,731,598	54,933,780	54,933,780	0.03%
Operating Grants, Subsidies and Contributions	2,337,598	2,370,921	2,370,921	4,730,088	4,730,088	-1.41%
Fees & Charges	14,206,750	13,566,394	13,468,821	18,102,218	18,102,218	4.72%
Other Revenue	359,024	193,212	193,212	414,950	414,950	85.82%
Interest Earnings	512,864	488,089	488,089	609,250	609,250	5.08%
	<b>72,164,703</b>	<b>71,350,214</b>	<b>71,252,641</b>	<b>78,790,286</b>	<b>78,790,286</b>	<b>1.14%</b>
<b>Expenses from Ordinary Activities</b>						
Employee Costs	(19,593,469)	(20,239,227)	(20,227,778)	(34,562,209)	(34,562,209)	3.19%
Materials & Contracts	(9,399,204)	(10,636,502)	(10,823,360)	(20,245,296)	(20,245,296)	11.63%
Utilities (Gas, Electricity, Water etc)	(1,315,690)	(1,448,842)	(1,448,842)	(2,774,773)	(2,774,773)	9.19%
Depreciation on non current assets	(14,104,994)	(14,612,126)	(14,612,126)	(24,957,238)	(24,957,238)	3.47%
Insurance Expenses	(783,825)	(777,615)	(777,615)	(777,707)	(777,707)	-0.80%
Other Expenditure	(1,918,522)	(3,715,045)	(3,756,710)	(9,685,100)	(9,685,100)	48.36%
Allocations	584,978	1,056,526	1,056,526	2,167,220	2,167,220	44.63%
	<b>(46,530,725)</b>	<b>(50,372,831)</b>	<b>(50,589,905)</b>	<b>(90,835,103)</b>	<b>(90,835,103)</b>	<b>7.63%</b>
<b>Borrowings Cost Expense</b>						
Interest Expenses	(563,032)	(600,087)	(600,087)	(1,262,247)	(1,262,247)	6.17%
	<b>(563,032)</b>	<b>(600,087)</b>	<b>(600,087)</b>	<b>(1,262,247)</b>	<b>(1,262,247)</b>	<b>6.17%</b>
Non-Operating Grants, Subsidies and Contributions	1,425,277	8,519,155	8,519,155	34,850,687	34,846,780	-83.27%
Profit on Asset Disposals	0	34,998	34,998	46,714	46,714	-100.00%
Loss on Asset Disposals	(8,678)	(46,513)	(46,513)	(65,149)	(65,149)	81.34%
	<b>1,416,599</b>	<b>8,507,640</b>	<b>8,507,640</b>	<b>34,832,252</b>	<b>34,828,345</b>	<b>-83.35%</b>
<b>Net Result</b>	<b>26,487,544</b>	<b>28,884,936</b>	<b>28,570,289</b>	<b>21,525,188</b>	<b>21,521,281</b>	<b>-8.30%</b>
<b>Adjustments for Non-cash Revenue &amp; Expenditure</b>						
Depreciation	14,104,994	14,612,126	14,612,126	24,957,238	24,957,238	
Donated Assets	(728,230)	0	0	(5,600,000)	(5,600,000)	
(Profit)/Loss on Sale of Assets	7,318	11,515	11,515	18,435	18,435	
Allocations & Other Adjustments	(392,404)	0	0	0	0	
Deferred Pensioner Movements (Non-current)	16,712	0	0	0	0	
Recording of Employee Benefit Provisions (NC)	0	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	6,112	0	0	0	0	
Future Obligations Net Movements (NC)	4,436,181	424,508	424,508	(3,055,520)	(3,008,812)	
<b>Capital Revenue &amp; (Expenditure)</b>						
Land & Buildings	(609,306)	(12,650,332)	(12,650,332)	(22,802,632)	(22,838,597)	95.18%
Plant & Equipment	(752,922)	(1,771,000)	(1,771,000)	(2,890,000)	(2,870,000)	57.49%
Furniture & Equipment	(175,090)	(549,191)	(549,191)	(828,800)	(828,800)	68.12%
Infrastructure	(9,613,831)	(20,058,246)	(20,388,685)	(38,537,750)	(38,334,501)	52.07%
Proceeds from Sale of Assets	0	547,561	547,561	776,071	776,071	-100.00%
Proceeds from New Loans	10,025,000	5,450,000	5,450,000	15,450,000	15,450,000	83.94%
Self Supporting Loans - Repayment of Principal	31,067	31,066	31,066	267,033	267,033	0.00%
Total Loan Repayments - Principal	(1,615,120)	(1,848,193)	(1,848,193)	(3,839,418)	(3,839,418)	12.61%
Repayment Capital Lease	(342,248)	(365,278)	(365,278)	(489,199)	(489,199)	6.30%
Advances to Community Groups	(25,000)	(5,450,000)	(5,450,000)	(5,450,000)	(5,450,000)	99.54%
Transfer to Restricted Assets	(17,110,256)	0	0	(21,740)	(21,740)	-100.00%
Transfer from Restricted Assets	3,054,422	0	0	1,735,682	1,688,974	100.00%
Transfer to Reserves	(12,512,759)	(12,606,047)	(12,606,047)	(22,109,232)	(22,109,232)	0.74%
Transfer from Reserves	3,078,573	3,076,832	3,076,832	39,544,446	39,381,069	0.06%
Opening Funds Surplus/ (Deficit)	2,448,380	2,448,380	2,448,380	2,448,380	2,448,380	
<b>Net Current Position - Surplus / (Deficit)</b>	<b>19,819,140</b>	<b>188,638</b>	<b>(456,448)</b>	<b>1,098,182</b>	<b>1,118,182</b>	

City of Busselton

Net Current Position

Year to Date As At 31st January 2022

	2021/22 Actual	2021/22 Amended Budget	2021/22 Original Budget	2020/21 Actual
	\$	\$	\$	\$
<b><u>NET CURRENT ASSETS</u></b>				
<b><u>CURRENT ASSETS</u></b>				
Cash - Unrestricted	8,751,333	4,147,819	4,167,819	5,498,018
Cash - Restricted	97,183,736	54,510,283	54,720,367	73,659,438
Sundry Debtors	2,007,482	2,263,362	2,263,362	2,229,605
Rates Outstanding - General	10,297,207	586,388	586,388	586,388
Stock on Hand	923,881	900,000	900,000	936,902
	<u>119,163,638</u>	<u>62,407,852</u>	<u>62,637,936</u>	<u>82,910,351</u>
<b><u>LESS: CURRENT LIABILITIES</u></b>				
Bank Overdraft	0	0	0	0
Sundry Creditors	2,160,763	6,799,387	6,799,387	6,802,533
Obligations Liability (C)	0	4,000,000	4,000,000	3,736,544
Performance Bonds	3,430,594	3,424,482	3,424,482	3,424,482
	<u>5,591,357</u>	<u>14,223,869</u>	<u>14,223,869</u>	<u>13,963,559</u>
Current Position (inclusive of Restricted Funds)	113,572,282	48,183,983	48,414,067	68,946,792
Add: Cash Backed Obligations Liability (C)	0	4,000,000	4,000,000	3,736,544
Add: Cash Backed Liabilities (Deposits & Bonds)	3,430,594	3,424,482	3,424,482	3,424,482
Less: Cash - Restricted Funds	(97,183,736)	(54,510,283)	(54,720,367)	(73,659,438)
<b><u>NET CURRENT ASSET POSITION</u></b>	<u>19,819,140</u>	<u>1,098,182</u>	<u>1,118,182</u>	<u>2,448,380</u>

**City of Busselton**  
**Capital Construction & Acquisition Report**  
**Property, Plant & Equipment, Infrastructure**  
**Year to date as at 31st January 2022**

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
	\$	\$	\$	\$	\$	%
>> Property, Plant & Equipment						
<b>Land</b>						
10610 Property Services Administration	2,599	29,169	29,169	50,000	50,000	-91.09%
	2,599	29,169	29,169	50,000	50,000	-91.09%
<b>Buildings</b>						
<b>Major Projects</b>						
<b>Major Project - Dunsborough Foreshore</b>						
B9614 Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom Fac.	10,425	279,167	279,167	1,300,000	1,300,000	-96.27%
	10,425	279,167	279,167	1,300,000	1,300,000	-96.27%
<b>Major Project - Administration Building</b>						
B9010 Administration Building Minor Works	760	0	0	0	0	0.00%
B9012 Civic and Administration Building Replacement of Cladding	1,004	60,000	60,000	500,000	500,000	-98.33%
	1,764	60,000	60,000	500,000	500,000	-97.06%
<b>Buildings (Other)</b>						
B9200 Mosquito Control Storage Shed	1,210	0	0	95,000	95,000	0.00%
B9300 Aged Housing Capital Improvements - Winderlup	32,588	40,600	40,600	81,200	81,200	-19.73%
B9301 Aged Housing Capital Improvements - Harris Road	2,662	36,500	36,500	73,000	73,000	-92.71%
B9302 Aged Housing Capital Improvements - Winderlup Court (City)	0	66,600	66,600	81,600	81,600	-100.00%
B9407 Busselton Senior Citizens	108,653	111,750	111,750	111,750	111,750	-2.77%
B9538 Weld Theatre	0	26,000	26,000	130,000	130,000	-100.00%
B9591 Performing Arts Convention Centre	40,054	10,745,168	10,745,168	18,420,297	18,420,297	-99.63%
B9596 GLC Building Improvements	75,167	142,568	142,568	285,150	285,150	-47.28%
B9605 Energy Efficiency Initiatives (Various Buildings)	90,791	137,910	137,910	187,100	187,100	-34.17%
B9608 Demolition Allocation (Various Buildings)	0	0	0	25,000	25,000	0.00%
B9610 Old Butter Factory	17,991	6,000	6,000	6,000	6,000	199.85%
B9611 Smiths Beach New Public Toilet	0	250,000	250,000	250,000	250,000	-100.00%
B9612 Churchill Park Renew Sports Lights	73,562	212,850	212,850	212,850	212,850	-65.44%
B9613 CCTV Installation	29,921	10,000	10,000	50,000	50,000	199.21%
B9615 Naturaliste Community Centre AMP	(495)	43,200	43,200	72,000	72,000	-101.15%
B9616 Buildings Asset Management Plan High Use Allocation	73,133	60,000	60,000	150,000	150,000	21.89%
B9617 Buildings AMP Renewal Allocation - Meelup Ablution	7,389	80,000	80,000	200,000	200,000	-90.76%
B9619 Railway House Public Ablution Improvements	15,822	14,000	14,000	14,000	14,000	13.01%
B9620 YCAB/ SLSC Improvements	6,017	12,000	12,000	19,000	19,000	-49.86%
B9621 Bovell Construction of Changerooms	0	0	0	90,000	90,000	0.00%
B9622 Dunsborough Youth Centre Building Construction	15,740	0	0	80,000	80,000	0.00%
B9711 Busselton Airport - Building	0	12,200	12,200	12,200	12,200	-100.00%
B9717 Airport Construction, Existing Terminal Upgrade	0	39,650	39,650	46,485	82,450	-100.00%
B9720 BMRA Hangars	0	210,000	210,000	210,000	210,000	-100.00%
B9808 Busselton Jetty Tourist Park Upgrade	4,314	25,000	25,000	50,000	50,000	-82.75%
	594,517	12,281,996	12,281,996	20,952,632	20,988,597	-95.16%
<b>Total Buildings</b>	<b>606,707</b>	<b>12,621,163</b>	<b>12,621,163</b>	<b>22,752,632</b>	<b>22,788,597</b>	<b>-95.19%</b>
<b>Plant &amp; Equipment</b>						
10250 Information & Communication Technology Services	0	0	0	40,000	40,000	0.00%
10372 Dunsborough Cemetery	0	20,000	20,000	20,000	20,000	-100.00%
10380 Busselton Library	31,805	40,000	40,000	40,000	40,000	-20.49%
10540 Recreation Administration	0	40,000	40,000	40,000	40,000	-100.00%
10610 Property Services Administration	0	35,000	35,000	35,000	35,000	-100.00%
10630 Economic and Business Development Administration	0	75,000	75,000	75,000	75,000	-100.00%
10810 Statutory Planning	0	35,000	35,000	35,000	35,000	-100.00%
10830 Environmental Management Administration	34,507	35,000	35,000	35,000	35,000	-1.41%
10920 Environmental Health Services Administration	0	40,000	40,000	40,000	40,000	-100.00%
10950 Animal Control	0	0	0	50,000	50,000	0.00%
11000 Engineering & Works Services Support	50,332	50,000	50,000	50,000	50,000	0.66%
11101 Engineering Services Administration	0	35,000	35,000	35,000	35,000	-100.00%
11107 Engineering Services Design	0	140,000	140,000	185,000	185,000	-100.00%
11151 Airport Operations	0	15,000	15,000	15,000	15,000	-100.00%
11202 Building Facilities - Weather Station Installations	0	0	0	20,000	0	0.00%
11401 Depot Workshop	0	10,000	10,000	10,000	10,000	-100.00%
11402 Plant Purchases (P10)	420,639	446,000	446,000	896,000	896,000	-5.69%
11403 Plant Purchases (P11)	127,186	200,000	200,000	579,000	579,000	-36.41%
11404 Plant Purchases (P12)	88,453	515,000	515,000	515,000	515,000	-82.82%
11407 P&E - P&G Smart Technologies	0	0	0	100,000	100,000	0.00%
11500 Operations Services Administration	0	40,000	40,000	75,000	75,000	-100.00%
	752,922	1,771,000	1,771,000	2,890,000	2,870,000	-57.49%
<b>Furniture &amp; Office Equipment</b>						
10250 Information & Communication Technology Services	100,279	220,891	220,891	441,800	441,800	-54.60%
10380 Busselton Library	25,987	21,150	21,150	21,150	21,150	22.87%

**City of Busselton**  
**Capital Construction & Acquisition Report**  
**Property, Plant & Equipment, Infrastructure**  
**Year to date as at 31st January 2022**

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
10558 Events	0	200,000	200,000	200,000	200,000	-100.00%
10590 Naturaliste Community Centre	16,326	43,300	43,300	60,000	60,000	-62.30%
10591 Geographe Leisure Centre	0	0	0	30,000	30,000	0.00%
10625 Art Geo Administration	10,000	10,000	10,000	10,000	10,000	0.00%
10900 Cultural Planning	4,722	13,400	13,400	25,400	25,400	-64.76%
B1000 Administration Building- 2-16 Southern Drive	0	14,000	14,000	14,000	14,000	-100.00%
B1350 Churchill Park- Other Buildings	0	26,450	26,450	26,450	26,450	-100.00%
B1450 Depot Building-Busselton	17,776	0	0	0	0	0.00%
	175,090	549,191	549,191	828,800	828,800	-68.12%
<b>Sub-Total Property, Plant &amp; Equipment</b>	<b>1,537,318</b>	<b>14,970,523</b>	<b>14,970,523</b>	<b>26,521,432</b>	<b>26,537,397</b>	<b>-89.73%</b>
<b>&gt;&gt; Infrastructure</b>						
<b>Roads</b>						
S0026 Payne Road	2,250	17,500	17,500	30,000	30,000	-87.14%
S0048 Bussell Highway	387,963	728,350	728,350	1,197,100	1,197,100	-46.73%
S0070 Peel & Queen Street Roundabout Service Relocation	47,724	610,500	610,500	610,500	610,500	-92.18%
S0072 Kaloorup Road - Reconstruct and Seal Shoulders	104,485	130,300	130,300	130,300	130,300	-19.81%
S0075 Local Road and Community Infrastructure Program	57	0	0	0	0	0.00%
S0076 Kaloorup Road (Stage 1)	136,300	453,614	453,614	979,550	979,550	-69.95%
S0077 Ludlow-Hithergreen Stage 2 Reconstruct & Widen	190,054	135,003	135,003	360,000	360,000	40.78%
S0078 Sugarloaf Road	66,974	301,500	703,500	1,206,000	1,206,000	-77.79%
S0321 Yoongarillup Road - Second Coat Seal	0	37,500	37,500	100,000	100,000	-100.00%
S0329 Georgette Street Reconstruction	(3,641)	0	0	0	0	0.00%
S0330 Hakea Way Asphalt Overlay	(3,088)	0	0	0	0	0.00%
S0331 Barracks Drive Spray Seal	358	49,116	49,116	130,980	130,980	-99.27%
S0332 Inlet Drive Spray Seal	0	17,624	17,624	47,000	47,000	-100.00%
S0333 Chapman Crescent Spray Seal	0	29,250	29,250	78,000	78,000	-100.00%
S0334 Chapman Hill Road	1,826	748,000	748,000	1,496,000	1,496,000	-99.76%
S0335 Kaloorup Road	1,560	240,950	240,950	481,900	481,900	-99.35%
S0336 Wildwood Road	1,591,739	937,750	937,750	1,875,500	1,875,500	69.74%
T0020 Capel Tutunup Road	16,205	0	0	0	0	0.00%
V0007 Causeway Road - Molloy Street Intersection	2,400	140,625	140,625	375,000	375,000	-98.29%
W0050 Gale Street	1,993	0	0	0	0	0.00%
W0067 Ford Road Reconstruct and Asphalt Overlay	36,911	0	0	0	0	0.00%
W0075 Ludlow Hithergreen Road	6,860	21,372	21,372	57,000	57,000	-67.90%
W0078 North Jindong Road	1,171	0	0	0	0	0.00%
W0114 Wonerup South Road	0	26,247	26,247	70,000	70,000	-100.00%
W0121 Geographe Bay Road Quindalup	(10,157)	0	0	0	0	0.00%
W0231 Carey Street - Asphalt Overlay & Kerb	397	0	0	0	0	0.00%
W0246 Barnard Park East Foreshore Stage 2 Capital Works	261,812	233,833	233,833	403,000	403,000	11.97%
W0247 Harvest Road Asphalt Overlay Kerb & Footpath	2,395	0	0	0	0	0.00%
W0254 Bird Crescent Asphalt Overlay	(9,402)	0	0	0	0	0.00%
W0258 Jingarie Place Reconstruction	(23,495)	0	0	0	0	0.00%
W0262 Yallingup Siding Road Resheet	643	0	0	0	0	0.00%
W0264 Caves Road - Median Crossing	1,640	20,350	20,350	20,350	20,350	-91.94%
W0265 Seascope Rise - Road Safety Upgrade	747	151,900	151,900	236,000	236,000	-99.51%
W0266 Layman Road Pull Over Bay	(6,318)	0	0	0	0	0.00%
W0267 Road Safety Signage Infrastructure	700	30,250	30,250	30,250	30,250	-97.69%
W0268 Boallia Road Reconstruct and Widen	86,592	301,500	301,500	804,000	804,000	-71.28%
W0269 Dunsborough Lakes Drive Asphalt Overlay	46,802	48,750	48,750	130,000	130,000	-4.00%
W0270 Geographe Bay Road (Mann Street End) Asphalt Overlay	207,918	97,125	97,125	259,000	259,000	114.07%
W0271 Gifford Road Reconstruction	6,579	125,250	125,250	334,000	334,000	-94.75%
W0273 Monaghans Way Asphalt Overlay	71,441	46,689	46,689	124,500	124,500	53.01%
W0274 Rendezvous Road Spray Seals	138,050	211,875	211,875	565,000	565,000	-34.84%
W0275 Sayers Street Asphalt Overlay	10,140	16,311	16,311	43,500	43,500	-37.83%
W0276 Cape Naturaliste Road - School Warden Crossing Upgrade	52,169	22,500	22,500	60,000	60,000	131.86%
W0277 Commonage & Hayes Road intersection Safety works	133	15,378	15,378	41,000	41,000	-99.13%
W0278 Florence Road Resheet	6,670	3,750	3,750	10,000	10,000	77.88%
W0279 Hanaby Road Resheet	42,550	9,825	9,825	26,200	26,200	333.08%
W0280 Jacka Road Resheet	21,264	7,503	7,503	20,000	20,000	183.41%
W0281 Williamson Road Resheet	34,640	12,384	12,384	33,000	33,000	179.71%
W0282 Wilyabrup Road Resheet	99,139	29,628	29,628	79,000	79,000	234.61%
W0284 Haag Road Resheet	74,424	29,928	29,928	79,800	79,800	148.68%
W0285 Peel Terrace Butter Factory Pedestrian Refuge Construction	498	0	0	0	0	0.00%
	3,708,071	6,039,930	6,441,930	12,523,430	12,523,430	-38.61%
<b>Bridges</b>						
A0006 Roy Road - Bridge Construction - Bridge 3373A	0	0	0	87,000	87,000	0.00%
A0008 Layman Road Bridge - 3438	0	0	0	234,000	234,000	0.00%
A0014 Bussell Highway - 0241	0	744,000	744,000	744,000	744,000	-100.00%
A0022 Yallingup Beach Road Bridge - 3347	0	700,000	700,000	700,000	700,000	-100.00%
A0023 Kaloorup Road Bridge - 3381	0	0	0	975,000	975,000	0.00%
A0024 Boallia Road Bridge - 4854	0	0	0	1,009,000	1,009,000	0.00%

**City of Busselton**  
**Capital Construction & Acquisition Report**  
**Property, Plant & Equipment, Infrastructure**  
**Year to date as at 31st January 2022**

Description	2020/21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
A0025 Tuart Drive Bridge 0238	0	0	0	3,010,989	3,010,989	0.00%
A0026 Gale Road Bridge 3408A	0	0	0	90,000	90,000	0.00%
A0200 Donated Bridges	0	0	0	0	0	0.00%
	0	1,444,000	1,444,000	6,849,989	6,849,989	-100.00%
<b>Car Parks</b>						
C0043 Administration Building Carpark	50,737	33,000	33,000	33,000	33,000	53.75%
C0044 Meelup Coastal Nodes - Carpark upgrade	(2,752)	0	0	0	0	0.00%
C0047 Dunsborough Town Centre Carparking	20,319	90,000	90,000	240,000	240,000	-77.42%
C0050 Forth Street Groyne Carpark - Formalise and Seal	7,556	53,450	53,450	53,450	53,450	-85.86%
C0053 Car Parking - Rear of Hotel Site 1	16,352	33,850	33,850	33,850	33,850	-51.69%
C0054 Barnard East Car Parking	97,747	104,950	104,950	104,950	104,950	-6.88%
C0055 Barnard Park East Foreshore Car Parking	287,191	292,350	292,350	292,350	292,350	-1.76%
C0056 Hotel Site 2 Carpark	720	76,667	76,667	230,000	230,000	-99.06%
C0064 Dunsborough Lakes Sporting Precinct (Stage 1) - Carparking,	0	800,000	800,000	800,000	800,000	-100.00%
C0065 Meelup Coastal Parking & Landscaping	64,228	64,890	64,890	173,000	173,000	-1.02%
	542,098	1,549,157	1,549,157	1,960,600	1,960,600	-65.01%
<b>Footpath and Cycleways</b>						
F0030 Peel Terrace (Footpath Renewal)	235	0	0	0	0	0.00%
F0066 Bussell Highway Footpath Sections	851	0	0	0	0	0.00%
F0067 Beach Road Dunsborough Footpath	9,041	0	0	0	0	0.00%
F0089 Barnard East Footpaths	0	89,050	89,050	89,050	89,050	-100.00%
F0090 DAIP - Disability Access	0	6,375	6,375	17,000	17,000	-100.00%
F0093 Webb Street	404	0	0	0	0	0.00%
F0094 Georgette Street	(7,792)	12,950	12,950	12,950	12,950	-160.17%
F0096 Stanley Place	(23,238)	0	0	0	0	0.00%
F0098 Dunsborough Centennial Park Project	0	37,500	37,500	100,000	100,000	-100.00%
F0100 Busselton Foreshore Improvements	37,397	39,650	39,650	39,650	39,650	-5.68%
F0102 Busselton CBD Footpath Renewal	66,716	187,500	187,500	500,000	500,000	-64.42%
F0103 Carey Street Footpath Construction	0	82,500	82,500	220,000	220,000	-100.00%
F0105 End of Trip Footpath Construction	0	3,750	3,750	10,000	10,000	-100.00%
F0106 Wayfinding Signage - Footpath & Cycleways	0	4,500	4,500	12,000	12,000	-100.00%
F0107 Arnup Drive Footpath Construction	328	26,250	26,250	70,000	70,000	-98.75%
F0108 Backhouse / Falkingham Footpath Construction	10,303	3,000	3,000	8,000	8,000	243.44%
F0109 Joseph Drive Footpath Construction	14,992	7,500	7,500	20,000	20,000	99.89%
F0110 Sloan Drive Footpath	28,969	35,439	35,439	94,500	94,500	-18.26%
F0111 Cook Street Footpath	0	12,468	12,468	33,250	33,250	-100.00%
F0112 Causeway Road Shared Path	2,545	39,400	39,400	197,000	197,000	-93.54%
F1022 Buayanup Drain Shared Path	398,047	520,800	520,800	520,800	520,800	-23.57%
	538,797	1,108,632	1,108,632	1,944,200	1,944,200	-51.40%
<b>Parks, Gardens and Reserves</b>						
<b>Busselton Jetty</b>						
C3497 Busselton Jetty - Capital Expenditure	151,431	408,786	408,786	817,550	817,550	-62.96%
	151,431	408,786	408,786	817,550	817,550	-62.96%
<b>Coastal &amp; Boating</b>						
C0311 Stinger Control	12,616	45,000	45,000	45,000	45,000	-71.96%
C2512 Sand Re-Nourishment	34,680	40,000	40,000	100,000	100,000	-13.30%
C1511 RBFS Various Grant Applications	2,500	31,800	31,800	31,800	31,800	-92.14%
C2530 Coastal Structures (West Busselton Seawall - Stage 2)	37,251	390,000	390,000	410,000	410,000	-90.45%
C2532 Coastal Adaptation: Mitigation of Coastal Flooding (Drain M)	0	200,000	200,000	200,000	200,000	-100.00%
C2533 Coastal Adaptation: Forth St (Stage 2)	6,761	430,000	430,000	430,000	430,000	-98.43%
	93,808	1,136,800	1,136,800	1,216,800	1,216,800	-91.75%
<b>Waste Services</b>						
C2006 Depot Washdown Facility Upgrades	0	82,500	82,500	82,500	82,500	-100.00%
C3474 Regional Waste Hub Development	0	25,000	25,000	50,000	50,000	-100.00%
C3479 Vidler Road Waste Site Capital Improvements	0	15,000	15,000	50,000	50,000	-100.00%
C3481 Transfer Station Development	20,233	100,000	100,000	200,000	200,000	-79.77%
C3489 Liquid Waste Pond Renewal Works	136,886	230,000	230,000	410,000	410,000	-40.48%
C3491 Busselton Landfill Post-closure Capping, Rehab & Remediation	58,791	500,000	500,000	1,000,000	1,000,000	-88.24%
C3492 City Lined Landfill Stage 2 - Preliminary Works	164,902	0	0	500,000	500,000	0.00%
	380,812	952,500	952,500	2,292,500	2,292,500	-60.02%
<b>Townscape &amp; Vasse River</b>						
C1006 Townscape Street Furniture Replacement - Dunsborough	2,742	15,000	15,000	15,000	15,000	-81.72%
C1012 Townscape Street Furniture Replacement - Busselton	0	5,000	5,000	10,000	10,000	-100.00%
C1026 Townscape Works Dunsborough	38,366	414,777	414,777	1,057,567	1,057,567	-90.75%
C3166 Vasse River Foreshore - Bridge to Bridge	2,440	0	0	28,000	28,000	0.00%
C3238 Vasse River - General Upgrade	0	14,246	14,246	28,500	28,500	-100.00%
C3243 Vasse River - Ongoing Restoration of River Habitat	0	90,000	90,000	640,000	640,000	-100.00%
	43,548	539,023	539,023	1,779,067	1,779,067	-91.92%
<b>Other P&amp;G Infrastructure</b>						
C1605 Busselton Cemetery Infrastructure Upgrades	1,840	15,650	15,650	40,000	40,000	-88.24%
C1609 Pioneer Cemetery - Implement Conservation Plan	3,378	5,581	5,581	20,000	20,000	-39.47%
C1610 Dunsborough Cemetery	0	0	0	20,300	20,300	0.00%
C1752 Beach Access Improvements	0	40,000	40,000	40,000	40,000	-100.00%
C1753 Eagle Bay Viewing Platform	82,743	95,450	95,450	95,450	95,450	-13.31%



City of Busselton  
Capital Construction & Acquisition Report  
Property, Plant & Equipment, Infrastructure  
Year to date as at 31st January 2022

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
C3006 Playgrounds General - Replacement of playground equipment	15,416	4,167	4,167	25,000	25,000	269.96%
C3007 Park Furniture Replacement - Replace aged & unsafe Equip	353	12,500	12,500	25,000	25,000	-97.18%
C3046 Dunsborough - BMX / Skatebowl	4,999	10,000	10,000	10,000	10,000	-50.01%
C3048 BBQ Placement and Replacement	9,586	5,000	5,000	10,000	10,000	91.73%
C3116 Dawson Park (Mcintyre St Pos)	71,116	182,200	182,200	182,200	182,200	-60.97%
C3122 Rails to Trails - Continuation of Implementation Plan	314	50,000	50,000	100,000	100,000	-99.37%
C3177 Shade Sail Program	2,495	37,500	37,500	100,000	100,000	-93.35%
C3189 Barnard East Conservation Area	505	17,500	17,500	30,000	30,000	-97.12%
C3193 Cricket Wicket Renewal	0	15,000	15,000	15,000	15,000	-100.00%
C3198 Vasse SAR Area General Improvements to the Area	33,221	32,157	32,157	65,000	65,000	3.31%
C3200 Provenance SAR Area General Improvements to the Area	20,007	0	0	80,000	80,000	0.00%
C3202 Port Geographe Street Light Replacement	22,013	21,550	21,550	21,550	21,550	2.15%
C3203 Port Geographe General Improvements/ Foreshore	1,272	25,438	25,438	50,875	50,875	-95.00%
C3206 Landscaping - Old Busselton Tennis Club Site	(3,392)	0	0	0	0	0.00%
C3207 Barnard East Underground Power	117,320	158,300	158,300	158,300	158,300	-25.89%
C3208 Barnard East Landscaping	1,389	150	150	150	150	826.15%
C3210 McBride Park - POS Upgrade	0	1,850	1,850	1,850	1,850	-100.00%
C3211 Tulloh St (Geographe Bay Road) - POS Upgrade	25,043	88,250	88,250	88,250	88,250	-71.62%
C3213 Cabarita Road - POS Upgrade	0	28,141	28,141	28,150	28,150	-100.00%
C3214 Kingsford Road - POS Upgrade	71,437	181,400	181,400	181,450	181,450	-60.62%
C3215 Monash Way - POS Upgrade	71,939	161,650	161,650	161,850	161,850	-55.50%
C3216 Wagon Road - POS Upgrade	81,341	161,650	161,650	161,650	161,650	-49.68%
C3217 Limestone Quarry - POS Upgrade	119,687	161,650	161,650	161,650	161,650	-25.96%
C3218 Dolphin Road - POS Upgrade	120,201	86,100	86,100	86,100	86,100	39.61%
C3219 Kingfish/ Costello - POS Upgrade	33,551	86,300	86,300	86,300	86,300	-61.12%
C3220 Quindalup Old Tennis Courts Site - POS Upgrade	35,670	48,700	48,700	48,700	48,700	-26.75%
C3223 Dunsborough Non-Potable Water Network	506,975	1,239,085	1,239,085	1,486,900	1,486,900	-59.08%
C3224 Dunsborough Nature Based Playground	0	40,000	40,000	40,000	40,000	-100.00%
C3225 Dunsborough Lakes Sporting Precinct (Stage 1)	1,049,995	1,235,203	1,235,203	2,117,950	2,117,950	-14.99%
C3226 Mitchell Park Upgrade	753,012	836,300	836,300	836,300	836,300	-9.96%
C3227 Barnard Park East Foreshore Landscaping	545,833	351,100	351,100	351,100	351,100	55.46%
C3229 Hotel Site 2 Landscaping	0	50,000	50,000	150,000	150,000	-100.00%
C3232 Irrigation Renewal	8,211	10,000	10,000	20,000	20,000	-17.89%
C3233 Allan Street Cycleway Lighting	2,107	10,000	10,000	10,000	10,000	-78.93%
C3235 Eastern Link Landscaping	218,902	224,750	224,750	224,750	224,750	-2.60%
C3236 Dunsborough Foreshore Lighting	14,565	20,750	20,750	20,750	20,750	-29.81%
C3237 King Street Landscaping Stage 2	6,900	6,900	6,900	6,900	6,900	0.00%
C3239 Foreshore Busselton - High Street to Carey Street	0	20,000	20,000	20,000	20,000	-100.00%
C3240 Foreshore Yallingup Capital	0	10,000	10,000	10,000	10,000	-100.00%
C3241 Outdoor Spaces (Gen cap alloc for courts, flood lights etc.)	259	100,000	100,000	200,000	200,000	-99.74%
C3244 Dunsborough Lakes Sporting Precinct - Outdoor Courts	569	650,000	650,000	650,000	650,000	-99.91%
C3246 Bovell - Connection of Services	0	0	0	210,000	210,000	0.00%
C3247 King Street POS Shower (inc Dog Shower)	0	5,000	5,000	5,000	5,000	-100.00%
C3248 Beach Shower Morgan Street, Geographe	173	7,500	7,500	7,500	7,500	-97.69%
C3451 Aged Housing Infrastructure (Upgrade)	2,672	15,000	15,000	15,000	15,000	-82.19%
Unidentified donated assets under investigation	7,250					
	4,060,868	6,565,422	6,565,422	8,476,925	8,476,925	-38.15%
	4,730,467	9,602,531	9,602,531	14,582,842	14,582,842	-50.74%
<b>Drainage</b>						
D0009 Busselton LIA - Geocatch Drain Partnership WSUD Improvements	1,511	0	0	30,000	30,000	0.00%
D0025 Carey Street Drainage Upgrade	11,689	105,600	105,600	281,605	281,605	-88.93%
	13,200	105,600	105,600	311,605	311,605	-87.50%
<b>Airport Industrial Parks</b>						
C6010 Airport Fencing Works	26,115	23,235	23,235	23,235	23,235	12.40%
C6087 Airport Construction Stage 2, Landside Civils & Services Inf	26,857	27,372	88,600	27,372	88,600	-1.88%
C6091 Airport Construction Stage 2, Noise Management Plan	0	106,689	25,000	213,377	50,000	-100.00%
C6099 Airport Development - Project Expenses	28,225	51,100	0	101,100	0	-44.77%
	81,197	208,396	136,835	365,084	161,835	-61.04%
<b>Sub-Total Infrastructure</b>	<b>9,613,831</b>	<b>20,058,246</b>	<b>20,388,685</b>	<b>38,537,750</b>	<b>38,334,501</b>	<b>-52.07%</b>
<b>Grand Total - Capital Acquisitions</b>	<b>11,151,149</b>	<b>35,028,769</b>	<b>35,359,208</b>	<b>65,059,182</b>	<b>64,871,898</b>	<b>-68.17%</b>



**City of Busselton**  
**Reserves Movement Report**  
**For The Period Ending 31 January 2022**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>100 Airport Infrastructure Renewal and Replacement Reserve</b>						
Accumulated Reserves at Start of Year	1,471,766.45	1,471,766.45	1,471,766.45	1,471,766.45	1,471,766.45	1,712,272.40
Interest transfer to Reserves	2,347.16	1,712.00	1,712.00	2,928.00	2,928.00	10,393.54
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,377.68
Transfer to Muni	0.00	0.00	0.00	(435,150.00)	(435,150.00)	(252,277.17)
	1,474,113.61	1,473,478.45	1,473,478.45	1,039,544.45	1,039,544.45	1,471,766.45
<b>136 Airport Marketing and Incentive Reserve</b>						
Accumulated Reserves at Start of Year	5,287,407.24	5,287,407.24	5,287,407.24	5,287,407.24	5,287,407.24	4,073,790.64
Interest transfer to Reserves	10,363.83	6,149.00	6,149.00	10,519.00	10,519.00	26,202.80
Transfer from Muni	560,378.00	560,378.00	560,378.00	960,649.00	960,649.00	1,187,413.80
Transfer to Muni	0.00	0.00	0.00	(2,350,000.00)	(2,350,000.00)	0.00
	5,858,149.07	5,853,934.24	5,853,934.24	3,908,575.24	3,908,575.24	5,287,407.24
<b>143 Airport Noise Mitigation Reserve</b>						
Accumulated Reserves at Start of Year	796,147.75	796,147.75	796,147.75	796,147.75	796,147.75	904,896.43
Interest transfer to Reserves	1,286.92	926.00	926.00	1,585.00	1,585.00	5,553.88
Transfer to Muni	0.00	0.00	0.00	(361,927.00)	(198,550.00)	(114,302.56)
	797,434.67	797,073.75	797,073.75	435,805.75	599,182.75	796,147.75
<b>147 Airport Development Reserve</b>						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	1,576.71
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	(199.03)
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(1,377.68)
	0.00	0.00	0.00	0.00	0.00	0.00
<b>148 Airport Existing Terminal Building Reserve</b>						
Accumulated Reserves at Start of Year	206,250.11	206,250.11	206,250.11	206,250.11	206,250.11	122,795.41
Interest transfer to Reserves	418.86	240.00	240.00	411.00	411.00	1,176.70
Transfer from Muni	70,847.00	70,847.00	70,847.00	121,456.00	121,456.00	82,278.00
Transfer to Muni	0.00	0.00	0.00	(12,200.00)	(12,200.00)	0.00
	277,515.97	277,337.11	277,337.11	315,917.11	315,917.11	206,250.11
<b>106 Building Asset Renewal Reserve - General Buildings</b>						
Accumulated Reserves at Start of Year	2,093,333.64	2,093,333.64	2,093,333.64	2,093,333.64	2,093,333.64	1,483,242.45
Interest transfer to Reserves	4,229.75	2,433.00	2,433.00	4,163.00	4,163.00	9,568.91
Transfer from Muni	468,405.00	468,405.00	468,405.00	802,982.00	802,982.00	1,037,148.00
Transfer to Muni	0.00	0.00	0.00	(871,000.00)	(871,000.00)	(436,625.72)
	2,565,968.39	2,564,171.64	2,564,171.64	2,029,478.64	2,029,478.64	2,093,333.64
<b>404 Barnard Park Sports Pavilion Building Reserve</b>						
Accumulated Reserves at Start of Year	71,950.91	71,950.91	71,950.91	71,950.91	71,950.91	41,352.43
Interest transfer to Reserves	142.14	83.00	83.00	142.00	142.00	372.48
Transfer from Muni	19,656.00	19,656.00	19,656.00	33,693.00	33,693.00	30,226.00
Transfer to Muni	0.00	0.00	0.00	(12,500.00)	(12,500.00)	0.00
	91,749.05	91,689.91	91,689.91	93,285.91	93,285.91	71,950.91
<b>405 Railway House Building Reserve</b>						
Accumulated Reserves at Start of Year	56,792.82	56,792.82	56,792.82	56,792.82	56,792.82	36,854.54
Interest transfer to Reserves	109.71	67.00	67.00	114.00	114.00	303.28
Transfer from Muni	12,768.00	12,768.00	12,768.00	21,887.00	21,887.00	19,635.00
Transfer to Muni	0.00	0.00	0.00	(18,600.00)	(18,600.00)	0.00
	69,670.53	69,627.82	69,627.82	60,193.82	60,193.82	56,792.82
<b>406 Youth and Community Activities Building Reserve</b>						
Accumulated Reserves at Start of Year	123,843.84	123,843.84	123,843.84	123,843.84	123,843.84	80,356.10
Interest transfer to Reserves	239.26	144.00	144.00	247.00	247.00	647.74
Transfer from Muni	27,860.00	27,860.00	27,860.00	47,754.00	47,754.00	42,840.00
Transfer to Muni	0.00	0.00	0.00	(30,000.00)	(30,000.00)	0.00
	151,943.10	151,847.84	151,847.84	141,844.84	141,844.84	123,843.84
<b>407 Busselton Library Building Reserve</b>						
Accumulated Reserves at Start of Year	57,065.29	57,065.29	57,065.29	57,065.29	57,065.29	111,021.85
Interest transfer to Reserves	128.41	67.00	67.00	114.00	114.00	347.44
Transfer from Muni	33,285.00	33,285.00	33,285.00	57,063.00	57,063.00	45,696.00
Transfer to Muni	0.00	0.00	0.00	(33,900.00)	(33,900.00)	(100,000.00)
	90,478.70	90,417.29	90,417.29	80,342.29	80,342.29	57,065.29
<b>131 Busselton Community Resource Centre Reserve</b>						
Accumulated Reserves at Start of Year	324,998.61	324,998.61	324,998.61	324,998.61	324,998.61	272,693.17
Interest transfer to Reserves	584.44	378.00	378.00	646.00	646.00	2,011.12
Transfer from Muni	56,175.00	56,175.00	56,175.00	96,305.00	96,305.00	86,394.00
Transfer to Muni	0.00	0.00	0.00	(37,550.00)	(37,550.00)	(36,099.68)
	381,758.05	381,551.61	381,551.61	384,399.61	384,399.61	324,998.61
<b>408 Busselton Jetty Tourist Park Reserve</b>						
Accumulated Reserves at Start of Year	636,808.00	636,808.00	636,808.00	636,808.00	636,808.00	222,752.80
Interest transfer to Reserves	1,445.60	741.00	741.00	1,268.00	1,268.00	1,737.99
Transfer from Muni	209,013.00	209,013.00	209,013.00	358,311.00	358,311.00	583,338.21
Transfer to Muni	(83,027.00)	(83,028.00)	(83,028.00)	(216,050.00)	(216,050.00)	(171,021.00)
	764,239.60	763,534.00	763,534.00	780,337.00	780,337.00	636,808.00
<b>409 Geopraphe Leisure Centre Building (GLC) Reserve</b>						
Accumulated Reserves at Start of Year	119,033.99	119,033.99	119,033.99	119,033.99	119,033.99	615,084.29
Interest transfer to Reserves	(64.18)	137.00	137.00	236.00	236.00	4,603.24
Transfer from Muni	169,407.00	169,407.00	169,407.00	290,406.00	290,406.00	260,521.00
Transfer to Muni	0.00	0.00	0.00	(285,150.00)	(285,150.00)	(761,174.54)
	288,376.81	288,577.99	288,577.99	124,525.99	124,525.99	119,033.99
<b>331 Joint Venture Aged Housing Reserve (Harris/ Winderup)</b>						
Accumulated Reserves at Start of Year	1,363,306.16	1,363,306.16	1,363,306.16	1,363,306.16	1,363,306.16	1,237,306.78
Interest transfer to Reserves	2,449.27	1,586.00	1,586.00	2,713.00	2,713.00	8,097.32
Transfer from Muni	70,329.00	70,329.00	70,329.00	120,560.00	120,560.00	191,227.10
Transfer to Muni	0.00	0.00	0.00	(169,200.00)	(169,200.00)	(73,325.04)
	1,436,084.43	1,435,221.16	1,435,221.16	1,317,379.16	1,317,379.16	1,363,306.16

**City of Busselton**  
**Reserves Movement Report**  
**For The Period Ending 31 January 2022**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>403 Winderup Aged Housing Reserve (City Controlled)</b>						
Accumulated Reserves at Start of Year	292,717.53	292,717.53	292,717.53	292,717.53	292,717.53	212,935.38
Interest transfer to Reserves	556.43	340.00	340.00	581.00	581.00	1,481.30
Transfer from Muni	30,128.00	30,128.00	30,128.00	51,650.00	51,650.00	78,300.85
Transfer to Muni	0.00	0.00	0.00	(81,600.00)	(81,600.00)	0.00
	323,401.96	323,185.53	323,185.53	263,348.53	263,348.53	292,717.53
<b>410 Naturaliste Community Centre Building (NCC) Reserve</b>						
Accumulated Reserves at Start of Year	129,592.17	129,592.17	129,592.17	129,592.17	129,592.17	125,076.60
Interest transfer to Reserves	215.41	151.00	151.00	258.00	258.00	1,002.08
Transfer from Muni	38,829.00	38,829.00	38,829.00	66,558.00	66,558.00	59,708.00
Transfer to Muni	0.00	0.00	0.00	(98,600.00)	(98,600.00)	(56,194.51)
	168,636.58	168,572.17	168,572.17	97,808.17	97,808.17	129,592.17
<b>411 Civic and Administration Building Reserve</b>						
Accumulated Reserves at Start of Year	670,358.97	670,358.97	670,358.97	670,358.97	670,358.97	429,689.17
Interest transfer to Reserves	1,301.74	779.00	779.00	1,333.00	1,333.00	3,732.82
Transfer from Muni	198,555.00	198,555.00	198,555.00	340,379.00	340,379.00	282,000.00
Transfer to Muni	0.00	0.00	0.00	(615,000.00)	(615,000.00)	(45,063.02)
	870,215.71	869,692.97	869,692.97	397,070.97	397,070.97	670,358.97
<b>412 Vasse Sports Pavilion Building Reserve</b>						
Accumulated Reserves at Start of Year	1,082.56	1,082.56	1,082.56	1,082.56	1,082.56	541.14
Interest transfer to Reserves	2.19	0.00	0.00	0.00	0.00	5.42
Transfer from Muni	350.00	350.00	350.00	597.00	597.00	536.00
	1,434.75	1,432.56	1,432.56	1,679.56	1,679.56	1,082.56
<b>110 Jetty Maintenance Reserve</b>						
Accumulated Reserves at Start of Year	5,682,363.59	5,682,363.59	5,682,363.59	5,682,363.59	5,682,363.59	5,239,342.58
Interest transfer to Reserves	10,154.66	6,609.00	6,609.00	11,305.00	11,305.00	34,254.04
Transfer from Muni	487,095.00	561,802.00	561,802.00	1,348,301.00	1,348,301.00	1,325,111.00
Transfer to Muni	0.00	0.00	0.00	(4,221,890.00)	(4,221,890.00)	(916,344.03)
	6,179,613.25	6,250,774.59	6,250,774.59	2,820,079.59	2,820,079.59	5,682,363.59
<b>150 Jetty Self Insurance Reserve</b>						
Accumulated Reserves at Start of Year	495,086.35	495,086.35	495,086.35	495,086.35	495,086.35	432,198.16
Interest transfer to Reserves	895.33	575.00	575.00	983.00	983.00	2,888.19
Transfer from Muni	44,513.00	44,513.00	44,513.00	76,313.00	76,313.00	60,000.00
	540,494.68	540,174.35	540,174.35	572,382.35	572,382.35	495,086.35
<b>223 Road Asset Renewal Reserve</b>						
Accumulated Reserves at Start of Year	1,317,210.02	1,317,210.02	1,317,210.02	1,317,210.02	1,317,210.02	1,597,128.65
Interest transfer to Reserves	3,128.72	1,531.00	1,531.00	2,620.00	2,620.00	12,920.05
Transfer from Muni	2,130,954.00	2,130,954.00	2,130,954.00	3,653,058.00	3,653,058.00	3,501,790.00
Transfer to Muni	(150,000.00)	0.00	0.00	(4,553,734.00)	(4,553,734.00)	(3,794,628.68)
	3,301,292.74	3,449,695.02	3,449,695.02	419,154.02	419,154.02	1,317,210.02
<b>224 Footpath/ Cycle Ways Reserve</b>						
Accumulated Reserves at Start of Year	838,834.13	838,834.13	838,834.13	838,834.13	838,834.13	408,437.28
Interest transfer to Reserves	1,467.67	974.00	974.00	1,668.00	1,668.00	6,367.67
Transfer from Muni	723,751.00	723,751.00	723,751.00	1,240,717.00	1,240,717.00	1,216,038.00
Transfer to Muni	0.00	0.00	0.00	(1,849,206.00)	(1,849,206.00)	(792,008.82)
	1,564,052.80	1,563,559.13	1,563,559.13	232,013.13	232,013.13	838,834.13
<b>226 Other Infrastructure Reserve</b>						
Accumulated Reserves at Start of Year	538,846.85	538,846.85	538,846.85	538,846.85	538,846.85	264,388.99
Interest transfer to Reserves	1,093.43	627.00	627.00	1,072.00	1,072.00	2,835.34
Transfer from Muni	211,372.00	211,372.00	211,372.00	362,355.00	362,355.00	357,000.00
Transfer to Muni	0.00	0.00	0.00	(501,705.00)	(501,705.00)	(85,377.48)
	751,312.28	750,845.85	750,845.85	400,568.85	400,568.85	538,846.85
<b>225 Parks, Gardens and Reserves Reserve</b>						
Accumulated Reserves at Start of Year	749,657.07	749,657.07	749,657.07	749,657.07	749,657.07	833,946.23
Interest transfer to Reserves	1,470.26	872.00	872.00	1,492.00	1,492.00	8,775.04
Transfer from Muni	859,047.00	859,047.00	859,047.00	1,472,656.00	1,472,656.00	1,285,166.00
Transfer to Muni	(375,000.00)	0.00	0.00	(1,956,750.00)	(1,956,750.00)	(1,378,230.20)
	1,235,174.33	1,609,576.07	1,609,576.07	267,055.07	267,055.07	749,657.07
<b>151 Furniture and Equipment Reserve</b>						
Accumulated Reserves at Start of Year	332,482.96	332,482.96	332,482.96	332,482.96	332,482.96	257,784.19
Interest transfer to Reserves	652.77	387.00	387.00	663.00	663.00	3,305.12
Transfer from Muni	257,600.00	257,600.00	257,600.00	441,595.00	441,595.00	434,000.00
Transfer to Muni	0.00	0.00	0.00	(485,800.00)	(485,800.00)	(362,606.35)
	590,735.73	590,469.96	590,469.96	288,940.96	288,940.96	332,482.96
<b>115 Plant Replacement Reserve</b>						
Accumulated Reserves at Start of Year	2,114,189.13	2,114,189.13	2,114,189.13	2,114,189.13	2,114,189.13	1,098,441.92
Interest transfer to Reserves	4,202.82	2,459.00	2,459.00	4,207.00	4,207.00	9,266.71
Transfer from Muni	593,544.00	593,544.00	593,544.00	1,076,500.00	1,076,500.00	1,215,217.44
Transfer to Muni	0.00	0.00	0.00	(1,287,969.00)	(1,287,969.00)	(208,736.94)
	2,711,935.95	2,710,192.13	2,710,192.13	1,906,927.13	1,906,927.13	2,114,189.13
<b>137 Major Traffic Improvements Reserve</b>						
Accumulated Reserves at Start of Year	237,210.32	237,210.32	237,210.32	237,210.32	237,210.32	638,845.53
Interest transfer to Reserves	903.75	276.00	276.00	472.00	472.00	1,207.39
Transfer from Muni	661,962.00	661,962.00	661,962.00	1,134,788.25	1,134,788.25	1,088,988.00
Transfer to Muni	0.00	0.00	0.00	(375,000.00)	(375,000.00)	(1,491,830.60)
	900,076.07	899,448.32	899,448.32	997,470.57	997,470.57	237,210.32
<b>132 CBD Enhancement Reserve</b>						
Accumulated Reserves at Start of Year	1,269,967.02	1,269,967.02	1,269,967.02	1,269,967.02	1,269,967.02	613,762.47
Interest transfer to Reserves	2,598.74	1,477.00	1,477.00	2,527.00	2,527.00	5,813.79
Transfer from Muni	327,586.00	327,586.00	327,586.00	561,568.00	561,568.00	772,783.80
Transfer to Muni	(175,000.00)	0.00	0.00	(1,516,517.00)	(1,516,517.00)	(122,393.04)
	1,425,151.76	1,599,030.02	1,599,030.02	317,545.02	317,545.02	1,269,967.02

**City of Busselton**  
**Reserves Movement Report**  
**For The Period Ending 31 January 2022**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>127 New Infrastructure Development Reserve</b>						
Accumulated Reserves at Start of Year	884,967.24	884,967.24	884,967.24	884,967.24	884,967.24	1,506,175.05
Interest transfer to Reserves	1,233.48	1,028.00	1,028.00	1,760.00	1,760.00	6,661.97
Transfer from Muni	4,265.20	4,265.00	4,265.00	8,530.00	8,530.00	194,761.40
Transfer to Muni	0.00	0.00	0.00	(637,350.00)	(637,350.00)	(822,631.18)
	890,465.92	890,260.24	890,260.24	257,907.24	257,907.24	884,967.24
<b>141 Commonage Precinct Infrastructure Road Reserve</b>						
Accumulated Reserves at Start of Year	236,348.40	236,348.40	236,348.40	236,348.40	236,348.40	234,906.64
Interest transfer to Reserves	0.00	276.00	276.00	471.00	471.00	(340.58)
Transfer from Muni	408.44	0.00	0.00	0.00	0.00	1,782.34
Transfer to Muni	0.00	0.00	0.00	(236,000.00)	(236,000.00)	0.00
	236,756.84	236,624.40	236,624.40	819.40	819.40	236,348.40
<b>114 City Car Parking and Access Reserve</b>						
Accumulated Reserves at Start of Year	792,733.25	792,733.25	792,733.25	792,733.25	792,733.25	1,555,124.38
Interest transfer to Reserves	2,015.75	922.00	922.00	1,577.00	1,577.00	7,540.95
Transfer from Muni	711,514.00	711,514.00	711,514.00	934,018.00	934,018.00	52,465.00
Transfer to Muni	(200,000.00)	0.00	0.00	(1,016,812.00)	(1,016,812.00)	(822,397.08)
	1,306,263.00	1,505,169.25	1,505,169.25	711,516.25	711,516.25	792,733.25
<b>154 Debt Default Reserve</b>						
Accumulated Reserves at Start of Year	501,841.13	501,841.13	501,841.13	501,841.13	501,841.13	0.00
Interest transfer to Reserves	328.85	583.00	583.00	997.00	997.00	1,841.13
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	500,000.00
Transfer to Muni	(400,000.00)	(400,000.00)	(400,000.00)	(400,000.00)	(400,000.00)	0.00
	102,169.98	102,424.13	102,424.13	102,838.13	102,838.13	501,841.13
<b>107 Corporate IT Systems Reserve</b>						
Accumulated Reserves at Start of Year	328,721.63	328,721.63	328,721.63	328,721.63	328,721.63	226,750.02
Interest transfer to Reserves	698.20	383.00	383.00	655.00	655.00	1,971.61
Transfer from Muni	153,419.00	153,419.00	153,419.00	263,000.00	263,000.00	100,000.00
Transfer to Muni	0.00	0.00	0.00	(250,050.00)	(250,050.00)	0.00
	482,838.83	482,523.63	482,523.63	342,326.63	342,326.63	328,721.63
<b>133 Election, Valuation and Other Corporate Expenses Reserve</b>						
Accumulated Reserves at Start of Year	715,026.19	715,026.19	715,026.19	715,026.19	715,026.19	560,994.18
Interest transfer to Reserves	1,311.20	832.00	832.00	1,423.00	1,423.00	4,032.01
Transfer from Muni	81,669.00	81,669.00	81,669.00	140,000.00	140,000.00	150,000.00
Transfer to Muni	(124,742.35)	(128,000.00)	(128,000.00)	(638,000.00)	(638,000.00)	0.00
	673,264.04	669,527.19	669,527.19	218,449.19	218,449.19	715,026.19
<b>111 Legal Expenses Reserve</b>						
Accumulated Reserves at Start of Year	671,629.28	588,129.28	588,129.28	588,129.28	588,129.28	636,940.12
Interest transfer to Reserves	975.30	684.00	684.00	1,170.00	1,170.00	3,983.24
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	110,705.92
Transfer to Muni	0.00	0.00	0.00	(50,000.00)	(50,000.00)	(80,000.00)
	672,604.58	588,813.28	588,813.28	539,299.28	539,299.28	671,629.28
<b>152 Marketing &amp; Area Promotion Reserve</b>						
Accumulated Reserves at Start of Year	522,265.79	522,265.79	522,265.79	522,265.79	522,265.79	166,392.00
Interest transfer to Reserves	909.36	607.00	607.00	1,040.00	1,040.00	6,020.14
Transfer from Muni	813,295.00	813,295.00	813,295.00	1,394,224.00	1,394,224.00	1,296,295.65
Transfer to Muni	0.00	0.00	0.00	(1,697,678.00)	(1,697,678.00)	(946,442.00)
	1,336,470.15	1,336,167.79	1,336,167.79	219,851.79	219,851.79	522,265.79
<b>135 Performing Arts and Convention Centre Reserve</b>						
Accumulated Reserves at Start of Year	1,332,268.44	1,332,268.44	1,332,268.44	1,332,268.44	1,332,268.44	2,625,599.20
Interest transfer to Reserves	1,307.35	1,550.00	1,550.00	2,652.00	2,652.00	16,129.55
Transfer from Muni	29,169.00	29,169.00	29,169.00	319,149.00	319,149.00	50,000.00
Transfer to Muni	0.00	0.00	0.00	(1,188,446.00)	(1,188,446.00)	(1,359,460.31)
	1,362,744.79	1,362,987.44	1,362,987.44	465,623.44	465,623.44	1,332,268.44
<b>202 Long Service Leave Reserve</b>						
Accumulated Reserves at Start of Year	3,653,494.00	3,653,494.00	3,653,494.00	3,653,494.00	3,653,494.00	3,482,110.00
Interest transfer to Reserves	6,490.10	4,248.00	4,248.00	7,267.00	7,267.00	22,298.88
Transfer from Muni	262,500.00	262,500.00	262,500.00	450,000.00	450,000.00	550,353.57
Transfer to Muni	0.00	0.00	0.00	(544,808.00)	(544,808.00)	(401,268.45)
	3,922,484.10	3,920,242.00	3,920,242.00	3,565,953.00	3,565,953.00	3,653,494.00
<b>203 Professional Development Reserve</b>						
Accumulated Reserves at Start of Year	185,931.13	185,931.13	185,931.13	185,931.13	185,931.13	145,028.93
Interest transfer to Reserves	302.38	217.00	217.00	370.00	370.00	1,091.73
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	91,278.18
Transfer to Muni	0.00	0.00	0.00	(50,000.00)	(50,000.00)	(51,467.71)
	186,233.51	186,148.13	186,148.13	136,301.13	136,301.13	185,931.13
<b>204 Sick Pay Incentive Reserve</b>						
Accumulated Reserves at Start of Year	106,241.30	106,241.30	106,241.30	106,241.30	106,241.30	144,632.39
Interest transfer to Reserves	153.06	122.00	122.00	210.00	210.00	867.30
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	(7,242.10)
Transfer to Muni	0.00	0.00	0.00	(74,850.00)	(74,850.00)	(32,016.29)
	106,394.36	106,363.30	106,363.30	31,601.30	31,601.30	106,241.30
<b>124 Workers Compensation, Extended SL &amp; AL Contingency Reserve</b>						
Accumulated Reserves at Start of Year	218,483.49	218,483.49	218,483.49	218,483.49	218,483.49	309,751.42
Interest transfer to Reserves	305.10	254.00	254.00	435.00	435.00	1,901.13
Transfer to Muni	0.00	0.00	0.00	(25,000.00)	(25,000.00)	(93,169.06)
	218,788.59	218,737.49	218,737.49	193,918.49	193,918.49	218,483.49
<b>302 Community Facilities - City District</b>						
Accumulated Reserves at Start of Year	1,295,065.82	1,295,065.82	1,295,065.82	1,295,065.82	1,295,065.82	1,120,869.85
Interest transfer to Reserves	0.00	1,504.00	1,504.00	2,575.00	2,575.00	(3,294.20)
Transfer from Muni	219,782.37	199,381.00	199,381.00	341,796.00	341,796.00	600,145.17
Transfer to Muni	0.00	0.00	0.00	(960,650.00)	(960,650.00)	(422,655.00)
	1,514,848.19	1,495,950.82	1,495,950.82	678,786.82	678,786.82	1,295,065.82

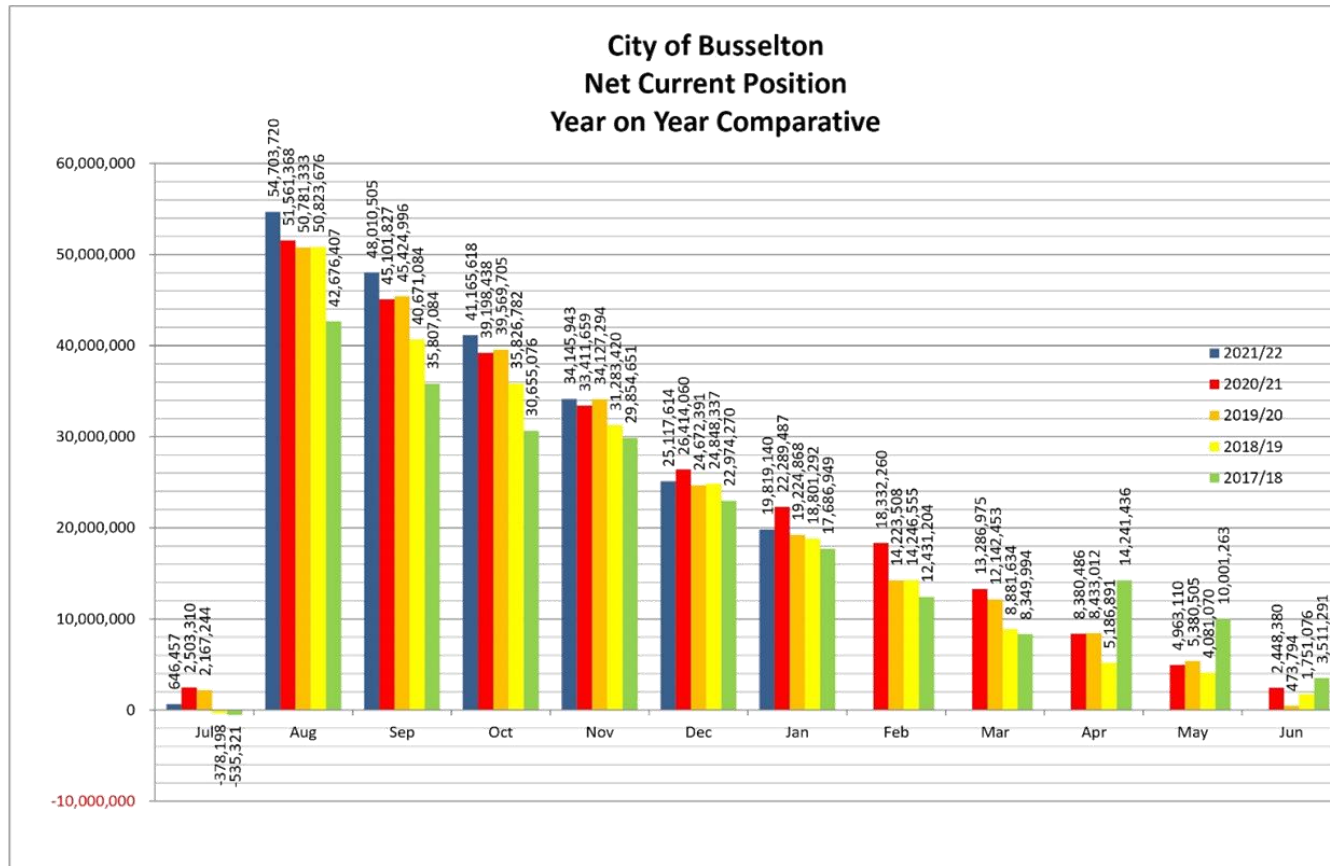
**City of Busselton**  
**Reserves Movement Report**  
**For The Period Ending 31 January 2022**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>304 Community Facilities - Broadwater</b>						
Accumulated Reserves at Start of Year	185,046.25	185,046.25	185,046.25	185,046.25	185,046.25	166,413.55
Interest transfer to Reserves	0.00	217.00	217.00	370.00	370.00	(240.76)
Transfer from Muni	8,082.45	9,072.00	9,072.00	15,555.00	15,555.00	18,873.46
	193,128.70	194,335.25	194,335.25	200,971.25	200,971.25	185,046.25
<b>303 Community Facilities - Busselton</b>						
Accumulated Reserves at Start of Year	39,788.52	39,788.52	39,788.52	39,788.52	39,788.52	9,177.47
Interest transfer to Reserves	0.00	46.00	46.00	78.00	78.00	(11.03)
Transfer from Muni	16,520.76	12,327.00	12,327.00	21,135.00	21,135.00	30,622.08
	56,309.28	52,161.52	52,161.52	61,001.52	61,001.52	39,788.52
<b>305 Community Facilities - Dunsborough</b>						
Accumulated Reserves at Start of Year	334,281.16	334,281.16	334,281.16	334,281.16	334,281.16	255,152.46
Interest transfer to Reserves	0.00	389.00	389.00	666.00	666.00	(311.90)
Transfer from Muni	125,295.22	19,530.00	19,530.00	33,485.00	33,485.00	79,440.60
Transfer to Muni	0.00	0.00	0.00	(110,000.00)	(110,000.00)	0.00
	459,576.38	354,200.16	354,200.16	258,432.16	258,432.16	334,281.16
<b>311 Community Facilities - Dunsborough Lakes Estate</b>						
Accumulated Reserves at Start of Year	943,223.84	943,223.84	943,223.84	943,223.84	943,223.84	937,470.05
Interest transfer to Reserves	0.00	1,097.00	1,097.00	1,876.00	1,876.00	(1,359.20)
Transfer from Muni	1,629.99	0.00	0.00	0.00	0.00	7,112.99
Transfer to Muni	0.00	0.00	0.00	(938,000.00)	(938,000.00)	0.00
	944,853.83	944,320.84	944,320.84	7,099.84	7,099.84	943,223.84
<b>306 Community Facilities - Geographe</b>						
Accumulated Reserves at Start of Year	114,006.34	114,006.34	114,006.34	114,006.34	114,006.34	101,978.74
Interest transfer to Reserves	0.00	133.00	133.00	227.00	227.00	(147.60)
Transfer from Muni	3,265.43	6,083.00	6,083.00	10,428.00	10,428.00	12,175.20
	117,271.77	120,222.34	120,222.34	124,661.34	124,661.34	114,006.34
<b>310 Community Facilities - Port Geographe</b>						
Accumulated Reserves at Start of Year	351,122.31	351,122.31	351,122.31	351,122.31	351,122.31	348,980.41
Interest transfer to Reserves	0.00	408.00	408.00	698.00	698.00	(505.97)
Transfer from Muni	606.77	0.00	0.00	0.00	0.00	2,647.87
	351,729.08	351,530.31	351,530.31	351,820.31	351,820.31	351,122.31
<b>309 Community Facilities - Vasse</b>						
Accumulated Reserves at Start of Year	174,754.97	174,754.97	174,754.97	174,754.97	174,754.97	489,904.76
Interest transfer to Reserves	0.00	203.00	203.00	348.00	348.00	(821.04)
Transfer from Muni	54.60	111,881.00	111,881.00	191,794.00	191,794.00	3,716.40
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(318,045.15)
	174,809.57	286,838.97	286,838.97	366,896.97	366,896.97	174,754.97
<b>308 Community Facilities - Airport North</b>						
Accumulated Reserves at Start of Year	3,164,951.91	3,164,951.91	3,164,951.91	3,164,951.91	3,164,951.91	3,017,487.28
Interest transfer to Reserves	0.00	3,680.00	3,680.00	6,296.00	6,296.00	(4,374.94)
Transfer from Muni	5,469.39	66,234.00	66,234.00	113,538.00	113,538.00	151,839.57
	3,170,421.30	3,234,865.91	3,234,865.91	3,284,785.91	3,284,785.91	3,164,951.91
<b>130 Locke Estate Reserve</b>						
Accumulated Reserves at Start of Year	6,458.30	6,458.30	6,458.30	6,458.30	6,458.30	6,269.61
Interest transfer to Reserves	(1.05)	7.00	7.00	12.00	12.00	188.69
Transfer from Muni	37,919.00	37,919.00	37,919.00	65,000.00	65,000.00	60,000.00
Transfer to Muni	0.00	0.00	0.00	(65,000.00)	(65,000.00)	(60,000.00)
	44,376.25	44,384.30	44,384.30	6,470.30	6,470.30	6,458.30
<b>122 Port Geographe Development Reserve (Council)</b>						
Accumulated Reserves at Start of Year	117,834.82	117,834.82	117,834.82	117,834.82	117,834.82	224,952.38
Interest transfer to Reserves	123.03	137.00	137.00	235.00	235.00	1,335.60
Transfer from Muni	32,473.00	32,473.00	32,473.00	55,672.00	55,672.00	51,975.00
Transfer to Muni	0.00	0.00	0.00	(147,175.00)	(147,175.00)	(160,428.16)
	150,430.85	150,444.82	150,444.82	26,566.82	26,566.82	117,834.82
<b>123 Port Geographe Waterways Management (SAR) Reserve</b>						
Accumulated Reserves at Start of Year	3,168,295.89	3,168,295.89	3,168,295.89	3,168,295.89	3,168,295.89	3,275,191.63
Interest transfer to Reserves	5,326.80	3,685.00	3,685.00	6,304.00	6,304.00	20,463.13
Transfer from Muni	133,595.00	133,595.00	133,595.00	229,019.00	229,019.00	222,867.58
Transfer to Muni	0.00	0.00	0.00	(380,650.00)	(380,650.00)	(350,226.45)
	3,307,217.69	3,305,575.89	3,305,575.89	3,022,968.89	3,022,968.89	3,168,295.89
<b>126 Provenance Landscape Maintenance (SAR) Reserve</b>						
Accumulated Reserves at Start of Year	1,254,361.98	1,254,361.98	1,254,361.98	1,254,361.98	1,254,361.98	1,308,476.49
Interest transfer to Reserves	2,152.08	1,458.00	1,458.00	2,495.00	2,495.00	8,602.03
Transfer from Muni	110,397.00	110,397.00	110,397.00	189,252.00	189,252.00	182,612.58
Transfer to Muni	0.00	0.00	0.00	(208,900.00)	(208,900.00)	(245,329.12)
	1,366,911.06	1,366,216.98	1,366,216.98	1,237,208.98	1,237,208.98	1,254,361.98
<b>128 Vasse Newtown Landscape Maintenance (SAR) Reserve</b>						
Accumulated Reserves at Start of Year	667,371.46	667,371.46	667,371.46	667,371.46	667,371.46	636,364.43
Interest transfer to Reserves	1,160.39	777.00	777.00	1,329.00	1,329.00	4,533.05
Transfer from Muni	108,570.00	108,570.00	108,570.00	186,122.00	186,122.00	182,064.96
Transfer to Muni	0.00	0.00	0.00	(206,975.00)	(206,975.00)	(155,590.98)
	777,101.85	776,718.46	776,718.46	647,847.46	647,847.46	667,371.46
<b>138 Commonage Precinct Bushfire Facilities Reserve</b>						
Accumulated Reserves at Start of Year	58,529.58	58,529.58	58,529.58	58,529.58	58,529.58	58,172.53
Interest transfer to Reserves	0.00	68.00	68.00	116.00	116.00	(84.34)
Transfer from Muni	101.15	0.00	0.00	0.00	0.00	441.39
	58,630.73	58,597.58	58,597.58	58,645.58	58,645.58	58,529.58
<b>139 Commonage Community Facilities Dunsborough Lakes South Res</b>						
Accumulated Reserves at Start of Year	74,231.91	74,231.91	74,231.91	74,231.91	74,231.91	73,779.08
Interest transfer to Reserves	0.00	86.00	86.00	147.00	147.00	(106.97)
Transfer from Muni	128.28	0.00	0.00	0.00	0.00	559.80
	74,360.19	74,317.91	74,317.91	74,378.91	74,378.91	74,231.91



**City of Busselton**  
**Reserves Movement Report**  
**For The Period Ending 31 January 2022**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>140 Commonage Community Facilities South Biddle Precinct Reserve</b>						
Accumulated Reserves at Start of Year	905,216.73	905,216.73	905,216.73	905,216.73	905,216.73	899,694.77
Interest transfer to Reserves	0.00	1,052.00	1,052.00	1,799.00	1,799.00	(1,304.43)
Transfer from Muni	1,564.32	0.00	0.00	0.00	0.00	6,826.39
	906,781.05	906,268.73	906,268.73	907,015.73	907,015.73	905,216.73
<b>321 Busselton Area Drainage and Waterways Improvement Reserve</b>						
Accumulated Reserves at Start of Year	448,845.20	448,845.20	448,845.20	448,845.20	448,845.20	475,582.52
Interest transfer to Reserves	0.00	522.00	522.00	893.00	893.00	(754.01)
Transfer from Muni	752.64	0.00	0.00	0.00	0.00	3,608.04
Transfer to Muni	0.00	0.00	0.00	(391,500.00)	(391,500.00)	(29,591.35)
	449,597.84	449,367.20	449,367.20	58,238.20	58,238.20	448,845.20
<b>102 Coastal and Climate Adaptation Reserve</b>						
Accumulated Reserves at Start of Year	1,503,540.38	1,503,540.38	1,503,540.38	1,503,540.38	1,503,540.38	2,157,591.81
Interest transfer to Reserves	2,286.72	1,747.00	1,747.00	2,990.00	2,990.00	13,850.94
Transfer from Muni	462,413.00	462,413.00	462,413.00	857,701.00	857,701.00	572,465.00
Transfer to Muni	0.00	(430,000.00)	(430,000.00)	(2,240,900.00)	(2,240,900.00)	(1,240,367.37)
	1,968,240.10	1,537,700.38	1,537,700.38	123,331.38	123,331.38	1,503,540.38
<b>144 Emergency Disaster Recovery Reserve</b>						
Accumulated Reserves at Start of Year	114,793.40	114,793.40	114,793.40	114,793.40	114,793.40	94,137.10
Interest transfer to Reserves	209.25	133.00	133.00	227.00	227.00	656.30
Transfer from Muni	11,872.00	11,872.00	11,872.00	20,350.00	20,350.00	20,000.00
	126,874.65	126,798.40	126,798.40	135,370.40	135,370.40	114,793.40
<b>145 Energy Sustainability Reserve</b>						
Accumulated Reserves at Start of Year	224,270.68	224,270.68	224,270.68	224,270.68	224,270.68	137,955.03
Interest transfer to Reserves	429.83	262.00	262.00	448.00	448.00	1,292.25
Transfer from Muni	61,285.00	61,285.00	61,285.00	105,062.00	105,062.00	102,750.00
Transfer to Muni	0.00	0.00	0.00	(187,100.00)	(187,100.00)	(17,736.60)
	285,985.51	285,817.68	285,817.68	142,680.68	142,680.68	224,270.68
<b>146 Cemetery Reserve</b>						
Accumulated Reserves at Start of Year	99,547.84	99,547.84	99,547.84	99,547.84	99,547.84	35,871.90
Interest transfer to Reserves	150.72	115.00	115.00	197.00	197.00	675.67
Transfer from Muni	42,418.00	42,418.00	42,418.00	78,000.00	78,000.00	107,530.07
Transfer to Muni	0.00	0.00	0.00	(100,300.00)	(100,300.00)	(44,529.80)
	142,116.56	142,080.84	142,080.84	77,444.84	77,444.84	99,547.84
<b>341 Public Art Reserve</b>						
Accumulated Reserves at Start of Year	46,525.68	46,525.68	46,525.68	46,525.68	46,525.68	87,051.39
Interest transfer to Reserves	0.00	53.00	53.00	90.00	90.00	(126.21)
Transfer from Muni	48.46	0.00	0.00	0.00	0.00	660.50
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(41,060.00)
	46,574.14	46,578.68	46,578.68	46,615.68	46,615.68	46,525.68
<b>121 Waste Management Facility and Plant Reserve</b>						
Accumulated Reserves at Start of Year	8,486,936.30	8,486,936.30	8,486,936.30	8,486,936.30	8,486,936.30	7,629,358.39
Interest transfer to Reserves	13,999.46	9,869.00	9,869.00	16,873.00	16,873.00	43,419.70
Transfer from Muni	645,743.00	645,743.00	645,743.00	1,106,990.00	1,106,990.00	1,334,825.13
Transfer to Muni	(285,000.00)	(750,000.00)	(750,000.00)	(3,085,500.00)	(3,085,500.00)	(520,666.92)
	8,861,678.76	8,392,548.30	8,392,548.30	6,525,299.30	6,525,299.30	8,486,936.30
<b>120 Strategic Projects Reserve</b>						
Accumulated Reserves at Start of Year	350,906.60	350,906.60	350,906.60	350,906.60	350,906.60	295,560.51
Interest transfer to Reserves	634.85	407.00	407.00	697.00	697.00	2,031.09
Transfer from Muni	31,353.00	31,353.00	31,353.00	53,751.00	53,751.00	53,315.00
	382,894.45	382,666.60	382,666.60	405,354.60	405,354.60	350,906.60
<b>129 Prepaid Grants and Deferred Works &amp; Services Reserve</b>						
Accumulated Reserves at Start of Year	1,361,165.55	1,361,165.55	1,361,165.55	1,361,165.55	1,361,165.55	1,391,422.00
Interest transfer to Reserves	426.53	1,582.00	1,582.00	2,708.00	2,708.00	937.64
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,285,804.00
Transfer to Muni	(1,285,804.00)	(1,285,804.00)	(1,285,804.00)	(1,285,804.00)	(1,285,804.00)	(1,316,998.09)
	75,788.08	76,943.55	76,943.55	78,069.55	78,069.55	1,361,165.55
<b>153 Busselton Foreshore Reserve</b>						
Accumulated Reserves at Start of Year	110.76	110.76	110.76	110.76	110.76	100.00
Interest transfer to Reserves	6.11	0.00	0.00	0.00	0.00	0.76
Transfer from Muni	7,322.00	7,322.00	7,322.00	12,550.00	12,550.00	10.00
	7,438.87	7,432.76	7,432.76	12,660.76	12,660.76	110.76
<b>155 LED Street Light Replacement Program Reserve</b>						
Accumulated Reserves at Start of Year	121.22	121.22	121.22	121.22	121.22	0.00
Interest transfer to Reserves	19.19	0.00	0.00	0.00	0.00	121.22
Transfer from Muni	29,169.00	29,169.00	29,169.00	50,000.00	50,000.00	50,000.00
Transfer to Muni	0.00	0.00	0.00	(50,000.00)	(50,000.00)	(50,000.00)
	29,309.41	29,290.22	29,290.22	121.22	121.22	121.22
<b>156 Waterways Restoration Reserve</b>						
Interest transfer to Reserves	0.00	1.00	1.00	12.00	12.00	0.00
Transfer from Muni	0.00	(1.00)	(1.00)	10.00	10.00	0.00
	0.00	0.00	0.00	22.00	22.00	0.00
<b>Total Cash Back Reserves</b>	<b>72,353,745.40</b>	<b>72,365,275.15</b>	<b>72,365,275.15</b>	<b>45,400,846.40</b>	<b>45,564,223.40</b>	<b>62,919,560.15</b>
<b>Summary Reserves</b>						
Accumulated Reserves at Start of Year	62,919,560.15	62,836,060.15	62,836,060.15	62,836,060.15	62,836,060.15	59,897,884.76
Interest transfer to Reserves	95,279.13	73,064.00	73,064.00	125,000.00	125,000.00	323,336.90
Transfer from Muni	12,417,479.47	12,532,983.00	12,532,983.00	21,984,232.25	21,984,232.25	23,480,022.62
Transfer to Muni	(3,078,573.35)	(3,076,832.00)	(3,076,832.00)	(39,544,446.00)	(39,381,069.00)	(20,781,684.13)
<b>Closing Balance</b>	<b>72,353,745.40</b>	<b>72,365,275.15</b>	<b>72,365,275.15</b>	<b>45,400,846.40</b>	<b>45,564,223.40</b>	<b>62,919,560.15</b>



City of Busseton  
Loan Schedule - as at 31st January 2022

Purpose	Loan Number	Institution	Budgeted Interest Rate %	Term (Years)	Expiry	Actual Interest Rate %	2021/22 Actual New Loans \$	2021/22 Actual Principal Repayments \$	2021/22 Actual Balance of Principal Owning \$	2021/22 Actual Interest Repayments \$	Budget Principal 1 July 2021 \$	2021/22 Budget New Loans \$	2021/22 Budget Principal Repayments \$	Budget Principal Outstanding 30 June 2022 \$	2021/22 Budget Interest Repayments \$
<b>Council Loans</b>															
<b>Administration</b>															
Civic and Administration Centre	207	WATC	4.51	20	Jun-34	4.51		383,088	12,986,819	299,344	13,369,907	-	(774,864)	12,595,043	(590,000)
<b>Other Property and Services</b>															
Lot 40 Vasse Highway	210	WATC	3.61	10	Dec-25	3.61		-	850,000	15,343	850,000	-	-	850,000	(30,685)
<b>Recreation and Culture</b>															
Geothermal Heating GLC	202	WATC	3.98	10	Jun-23	3.98		30,177	94,201	2,326	124,379	-	(60,958)	63,421	(4,048)
Busselton Foreshore	204	WATC	4.36	15	Jun-29	4.36		35,784	641,231	14,565	677,015	-	(72,352)	604,663	(28,346)
GLC Extensions	205	WATC	3.92	10	Jun-24	3.92		65,328	346,454	7,752	411,782	-	(131,942)	279,840	(14,218)
Busselton Foreshore	209	WATC	3.45	12	Jun-27	3.45		272,461	3,338,532	63,069	3,610,993	-	(549,793)	3,061,200	(121,266)
Busselton Foreshore	211	WATC	2.55	8	Oct-24	2.55		287,085	1,100,735	24,720	1,387,820	-	(384,003)	1,003,817	(31,737)
Busselton Foreshore Jetty Precinct	215	WATC	3.25	10	Apr-28	3.25		117,634	1,715,025	29,781	1,832,659	-	(237,180)	1,595,480	(57,650)
Tennis Club Facility	216	WATC	3.25	10	Apr-28	3.25		129,398	1,886,528	32,759	2,015,925	-	(260,898)	1,755,027	(63,415)
Lot 10 Commonage Road	217	WATC	3.25	10	Apr-28	3.25		75,286	1,097,616	19,060	1,172,902	-	(151,795)	1,021,107	(36,896)
Busselton Tennis Club	218	WATC	2.21	10	Jun-29	2.21		58,890	965,857	11,161	1,024,747	-	(118,433)	906,314	(21,670)
Performing Arts / Convention Centre	226	WATC	2.02	15	Dec-36	2.39	5,000,000		5,000,000		-	5,000,000	(143,468)	4,856,532	(50,139)
Performing Arts / Convention Centre	225	WATC	1.46	10	Dec-31	2.10	5,000,000		5,000,000		-	5,000,000	(467,852)	4,532,148	(70,446)
<b>Transport</b>															
Land Acquisition for Parking	203	WATC	4.19	8	Sep-21	4.19		40,142	-	420	40,142	-	(40,142)	-	(420)
Airport Jet A1 Installation	206	WATC	3.92	10	Jun-24	3.92		19,054	101,049	2,261	120,103	-	(38,483)	81,620	(4,147)
Airport Freight Hub Stage 1	219	WATC	2.21	10	Jun-29	2.21		69,726	1,143,575	13,215	1,213,301	-	(140,225)	1,073,076	(25,657)
							10,000,000	1,584,053	36,267,622	535,775	27,851,675	10,000,000	(3,572,388)	34,279,287	(1,150,740)
<b>Self-Supporting Loans</b>															
<b>Recreation and Culture</b>															
Busselton Football and Sportsman's Club	208	WATC	2.93	10.25	Apr-25	2.93		1,514	11,241	181	12,756	-	(3,051)	9,705	(340)
Dunsborough and Districts Country Club	212	WATC	3.04	10	May-27	3.04		5,551	66,927	1,102	72,479	-	(11,187)	61,291	(2,119)
Geographe Bay Yacht Club	213	WATC	3.04	10	May-27	3.04		4,870	58,708	966	63,578	-	(9,813)	53,764	(1,859)
Dunsborough and Districts Country Club	214	WATC	3.19	10	Sep-27	3.19		5,265	70,125	1,202	75,390	-	(10,613)	64,777	(2,321)
Busselton Tennis Club	220	WATC	1.37	7	Sep-26	1.37		3,493	34,407	254	37,900	-	(7,011)	30,889	(483)
Busselton Hockey Club Stadium	221	WATC	1.31	10	Jun-30	1.31		2,144	38,675	264	40,819	-	(4,302)	36,517	(514)
Busselton Golf Club	222	WATC	1.45	10	Jun-31	1.45		5,130	104,870	915	110,000	-	(10,297)	99,703	(1,666)
Dunsborough Bay Yacht Club (part of Community Group 21/22 budget)	223	WATC	2.77	5	Dec-26	1.57	25,000		25,000		-	25,000	(2,413)	22,587	(239)
Community Groups 21/22 \$200K (remaining portion of budget)	New	WATC	2.77								-	175,000	(6,802)	168,198	(1,441)
<b>Economic Services</b>															
Geographe Bay Tourism Association	201	WATC	4.76	10	Sep-21	4.76		3,100	-	37	3,100	-	(3,100)	-	(37)
MRBTA - Ancient Lands Discovery Park	New	WATC	2.77								-	1,250,000	(23,576)	1,226,424	(17,231)
Jetty AUDC	New	WATC	2.77								-	4,000,000	(174,868)	3,825,132	(54,797)
							25,000	31,067	409,954	4,921	416,021	5,450,000	(267,033)	5,598,988	(83,048)
<b>Total - Council and Self-supporting Loans</b>							10,025,000	1,615,120	36,677,576	540,696	28,267,696	15,450,000	(3,839,421)	39,878,275	(1,233,787)



### CITY OF BUSSELTON - INVESTMENT PERFORMANCE REPORT For the month of January 2022



#### 11am Bank Account As at 31 January 2022

INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	0.00%	\$ 14,000,000

#### Term Deposits - Miscellaneous Funds As at 31 January 2022

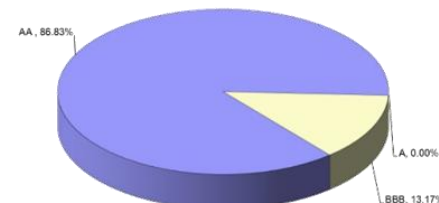
INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
ANZ	AA	304	14-May-22	0.40%	\$ 3,500,000
Westpac	AA	243	22-Jun-22	0.20%	\$ 1,501,572
Westpac	AA	184	17-Feb-22	0.20%	\$ 1,500,000
Bendigo	BBB	181	23-Mar-22	0.25%	\$ 3,000,000
Westpac	AA	153	06-Apr-22	0.32%	\$ 5,000,000
NAB	AA	210	22-Feb-22	0.30%	\$ 4,000,000
NAB	AA	180	02-Mar-22	0.25%	\$ 2,000,000
Westpac	AA	90	24-Mar-22	0.31%	\$ 3,000,000
Westpac	AA	215	24-Feb-22	0.24%	\$ 2,000,000
Westpac	AA	151	29-Jun-22	0.41%	\$ 4,000,000
NAB	AA	151	19-Apr-22	0.36%	\$ 4,000,000
ANZ	AA	90	24-Mar-22	0.26%	\$ 3,000,000
ANZ	AA	151	25-Apr-22	0.28%	\$ 2,000,000
ANZ	AA	120	26-May-22	0.32%	\$ 4,000,000
WBC	AA	181	10-Mar-22	0.22%	\$ 4,000,000
NAB	AA	120	05-Apr-22	0.43%	\$ 3,000,000
NAB	AA	210	02-Jun-22	0.36%	\$ 3,000,000
NAB	AA	180	02-Feb-22	0.26%	\$ 4,000,000
ANZ	AA	184	10-Feb-22	0.34%	\$ 2,000,000
ANZ	AA	0	00-Jan-00	0.00%	\$ -
ANZ	AA	151	10-Mar-22	0.25%	\$ 3,000,000
CBA	AA	365	29-Sep-22	0.41%	\$ 5,000,000
MeBank	BBB	180	28-Mar-22	0.40%	\$ 2,000,000
MeBank	BBB	210	27-Apr-22	0.40%	\$ 2,000,000
BoQ	BBB	212	29-Apr-22	0.40%	\$ 2,000,000
BoQ	BBB	243	30-May-22	0.40%	\$ 2,000,000
ANZ	AA	273	29-Jun-22	0.39%	\$ 4,000,000
ANZ	AA	242	29-May-22	0.37%	\$ 2,000,000
CBA	AA	152	28-Feb-22	0.33%	\$ 3,000,000

Total of Term Deposits \$ 83,501,572

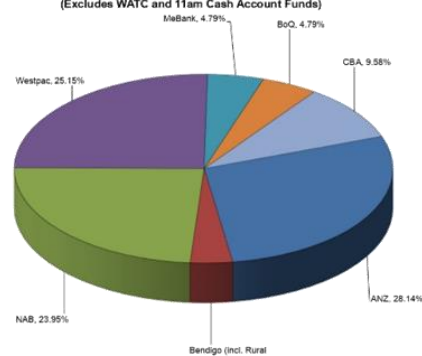
Weighted Average Annual Rate of Return 0.33%

#### Investment Graphs

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



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



#### Airport Redevelopment Funds As at 31 January 2022

WA Treasury Corp. - Overnight Cash Deposit Facility	0.05%	\$ 1,639,393
---	-------	--------------

Total of Airport Redevelopment Funds - WATC \$ 1,639,393

Nil

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

ANZ Cash Account	AA	NA	NA	0.00%	\$ 784,422
------------------	----	----	----	-------	------------

Total of Airport Redevelopment Funds - Other \$ 784,422

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

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

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

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

Interest Transferred out to Municipal Funds \$ 24,235

Interest Earned (incl. Accrued) on Funds Held in City Reserve A/c 136 \$ 80,549

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

#### SUMMARY OF ALL INVESTMENTS HELD

	As at 1 year ago	As at 30 June 2021	As at 31 January 2022
11am Bank Account	\$ 6,000,000	\$ 9,500,000	\$ 14,000,000
Term Deposits - Misc. Funds	\$ 72,500,000	\$ 65,500,000	\$ 83,501,572
Foreshore Development Funds - WATC	\$ -	\$ -	\$ -
Airport Redevelopment - WATC Deposits	\$ 1,638,643	\$ 1,639,048	\$ 1,639,393
Airport Redevelopment - Bank Term Deposit	\$ -	\$ -	\$ -
Airport Redevelopment - ANZ Cash A/c	\$ 1,158,221	\$ 784,422	\$ 784,422
Total of all Investments Held	\$ 81,296,863	\$ 77,423,471	\$ 99,925,387

TOTAL INTEREST RECEIVED AND ACCRUED \$ 247,967 \$ 400,095 \$ 121,714

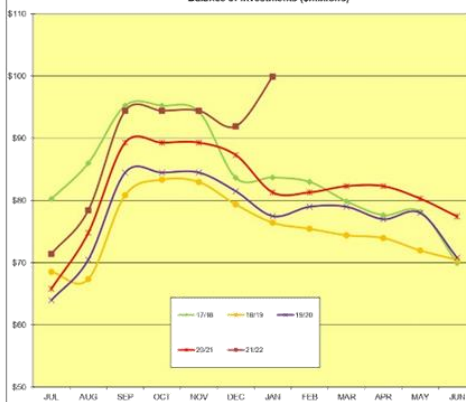
INTEREST BUDGET \$ 305,892 \$ 652,934 \$ 133,052

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

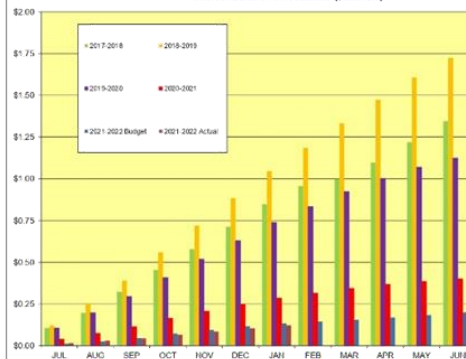
#### Statement of Compliance with Council's Investment Policy 218

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

Balance of Investments (\$millions)




Interest Earned on Investments (\$millions)





12.9 Finance Committee - 9/3/2022 - LIST OF PAYMENTS MADE - JANUARY 2022

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Financial Operations
<b>BUSINESS UNIT</b>	Financial Services
<b>REPORTING OFFICER</b>	Manager Financial Services - Paul Sheridan
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services – Tony Nottle
<b>NATURE OF DECISION</b>	Noting: The item is simply for information purposes and noting
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A List of Payments - January 2022 

**This item was considered by the Finance Committee at its meeting on 9/3/2022, the recommendations from which have been included in this report.**

The committee recommendation was moved and carried.

**COUNCIL DECISION**

**C2203/063** Moved Councillor A Ryan, seconded Councillor M Love

**That the Council notes payment of voucher numbers as follows:**

<b>CHEQUE PAYMENTS</b>	<b>119121 - 119145</b>	<b>79,634.00</b>
<b>ELECTRONIC TRANSFER PAYMENTS</b>	<b>EFT84496 - EFT85167</b>	<b>5,813,050.95</b>
<b>TRUST ACCOUNT</b>	<b>CHQ # 7584, EFT84535 - EFT84536</b>	<b>48,321.89</b>
<b>PAYROLL PAYMENTS</b>	<b>01.01.22 - 31.01.22</b>	<b>1,692,998.11</b>
<b>INTERNAL PAYMENT VOUCHERS</b>	<b>DD004727 - DD004756</b>	<b>148,125.83</b>
<b>TOTAL PAYMENTS</b>		<b>7,782,130.78</b>

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council notes payment of voucher numbers as follows:

CHEQUE PAYMENTS	119121 - 119145	79,634.00
ELECTRONIC TRANSFER PAYMENTS	EFT84496 - EFT85167	5,813,050.95
TRUST ACCOUNT	CHQ # 7584, EFT84535 - EFT84536	48,321.89
PAYROLL PAYMENTS	01.01.22 - 31.01.22	1,692,998.11
INTERNAL PAYMENT VOUCHERS	DD004727 - DD004756	148,125.83
TOTAL PAYMENTS		7,782,130.78

**EXECUTIVE SUMMARY**

This report provides details of payments made from the City's bank accounts for the month of January 2022, for noting by the Council and recording in the Council Minutes.

**BACKGROUND**

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

**OFFICER COMMENT**

In accordance with regular custom, the list of payments made for the month of January 2022 is presented for information.

**Statutory Environment**

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

**Relevant Plans and Policies**

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

**Financial Implications**

There are no financial implications associated with the officer recommendation.

**Stakeholder Consultation**

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

**Risk Assessment**

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

**Options**

Not applicable.

**CONCLUSION**

The list of payments made for the month of January 2022 is presented for information.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not applicable.



LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

CHEQUE PAYMENTS	119121 - 119145	79,634.00
ELECTRONIC TRANSFER PAYMENTS	EFT84496 - EFT85367	5,813,050.95
TRUST ACCOUNT	CHEQUE # 7584 - EFT84535 - EFT84536	48,321.89
PAYROLL PAYMENTS	01.01.22 - 31.01.22	1,692,968.11
INTERNAL PAYMENT VOUCHERS	DD004727 - DD004756	148,125.83
		<b>7,782,130.78</b>

DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
13/01/2022	119126	ALAN JOHN CLARKE	REFUND OF RATE OVERPAYMENT	800.06
13/01/2022	119127	BARBARA ANNE TAYLOR	REFUND OF RATE OVERPAYMENT	100.00
19/01/2022	119141	CALLOWS CORNER NEWSAGENCY	STAFF SOCIAL CLUB - LOTTO	100.00
19/01/2022	119143	CANCELLED CHEQUE - REMITTANCE OVERFLOW	CANCELLED CHEQUE - REMITTANCE OVERFLOW	0.00
13/01/2022	119129	CARLOS ADOLFO & LILIANA LUISA HORN	REFUND OF RATE OVERPAYMENT	750.00
13/01/2022	119121	CITY OF BUSSELTION - PETTY CASH	PETTY CASH REIMBURSEMENT	646.15
19/01/2022	119140	COMMISSIONER OF STATE REVENUE	REFUND OF RATE OVERPAYMENT	254.66
13/01/2022	119133	DAVID JEFFREY OGLEY	REFUND OF RATE OVERPAYMENT	794.00
13/01/2022	119122	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	327.00
19/01/2022	119144	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	327.00
13/01/2022	119124	DOUGLAS ANDREW MACPHERSON	REFUND OF RATE OVERPAYMENT	797.24
19/01/2022	119145	FRED ROSE EXCAVATOR HIRE	EARTHMOVING - WASTE FACILITY & ROADWORKS	15,246.00
13/01/2022	119134	GLORIA MAUREEN GUERIN	REFUND OF RATE OVERPAYMENT	100.00
13/01/2022	119135	GREGORY BERNARD BALDWIN	REFUND OF RATE OVERPAYMENT	750.00
13/01/2022	119131	JASON JADE JOHANSSON	REFUND OF RATE OVERPAYMENT	705.00
13/01/2022	119138	L PERCIVAL	REFUND OF RATE OVERPAYMENT	375.00
13/01/2022	119137	MADELINE MARY GODFREY	REFUND OF RATE OVERPAYMENT	750.00
13/01/2022	119132	MARTIN JOHN & CHRISTINE SUSAN WATKINS	REFUND OF RATE OVERPAYMENT	750.00
13/01/2022	119125	ORESTE BASSANELLI	REFUND OF RATE OVERPAYMENT	794.00
13/01/2022	119139	P PERCIVAL	REFUND OF RATE OVERPAYMENT	375.00
13/01/2022	119130	PERRON DEVELOPMENTS P/L & STAWELL P/L	REFUND OF RATE OVERPAYMENT	5,766.38
13/01/2022	119136	RAYMOND LAWRENCE CLARKE	REFUND OF RATE OVERPAYMENT	804.30
13/01/2022	119123	STEWART REES	REFUND OF ANIMAL TRAP BOND	102.00
19/01/2022	119142	WATER CORPORATION	WATER SERVICES	47,470.21
13/01/2022	119128	WILLIAM PETER JOHN SANDERSON	REFUND OF RATE OVERPAYMENT	750.00
				<b>79,634.00</b>

DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
13/01/2022	84594	120 SOLUTIONS PTY LTD	SURVEY SERVICES	3,258.75
13/01/2022	84702	360 ENVIRONMENTAL	ENVIRONMENTAL CONSULTING	7,667.00
27/01/2022	85033	A & L KIRBY	BITP REFUND	60.00
27/01/2022	84947	A1 BOBCATS BUSSELTION	EARTHWORK SERVICES	8,855.00
13/01/2022	84626	ABEC ENVIRONMENTAL CONSULTING PTY LTD	ENVIRONMENTAL CONSULTING	8,459.00
27/01/2022	85046	ABIGAIL REID	ART SALES	52.50
27/01/2022	85083	AC FORSTER & SON	PLUMBING SERVICES	198.00
13/01/2022	84782	ACTIV FOUNDATION INC	MAINTENANCE SERVICES	47,097.93
27/01/2022	85108	ACTIV FOUNDATION INC	MAINTENANCE SERVICES	31,890.73
13/01/2022	84571	ACURIX NETWORKS	INTERNET WIFI ACCESS	3,689.13
27/01/2022	84903	ACURIX NETWORKS	INTERNET WIFI ACCESS	3,689.13
13/01/2022	84660	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS	423.63
13/01/2022	84645	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES	5,686.80
6/01/2022	84503	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES	2,978.80
27/01/2022	84963	ADVANCED SEALING TRUST	MAINTENANCE SERVICES	396.00
27/01/2022	85041	ANVARS GULANS	ART SALES	986.70
27/01/2022	84910	ALICE ALDER	ART SALES & WORKSHOPS	72.00
27/01/2022	85070	ALICE LINFORD FORTE	ART SALES	2,442.00
13/01/2022	84620	ALINTA SALES PTY LTD	ELECTRICITY	74.80
27/01/2022	85011	AUSON BURTON	ART SALES	127.40
27/01/2022	84891	ALLMARK & ASSOCIATES PTY LTD	PARKING REQUIREMENTS	110.00
27/01/2022	85155	ALLOY & STAINLESS PRODUCTS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	617.91
13/01/2022	84655	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	540.00
27/01/2022	84971	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	82.00
6/01/2022	84522	AM & M J'ANSON	STAFF REIMBURSEMENT	419.85
13/01/2022	84791	AMITY SIGNS	SIGNAGE SERVICES	1,846.20
6/01/2022	84521	AMY MILLNER	STAFF REIMBURSEMENT	39.00
13/01/2022	84713	ANA MELRO	BITP REFUND	160.00
27/01/2022	85056	AQUATECH DRILLING	WATER BORE SERVICES	0.00
13/01/2022	84560	ARBOR GUY	TREE MAINTENANCE SERVICES - WESTERN POWER PRUNING, VELVERTON RD	76,177.18
27/01/2022	84893	ARBOR GUY	TREE MAINTENANCE SERVICES - KALDOORUP RD, SPENCER RD, KARDA PL, COMMONAGE RD	59,108.83
20/01/2022	84838	ARBOR GUY	TREE MAINTENANCE SERVICES - WESTERN POWER PRUNING, ROY RD	16,223.33
27/01/2022	84953	ARM SECURITY SYSTEMS	SECURITY SYSTEMS SUPPLY AND MONITORING	128.70
13/01/2022	84540	ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	255,435.00
27/01/2022	84880	ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	245,901.00
27/01/2022	84978	ATTURRA BUSINESS APPLICATIONS	SOFTWARE CONSULTANCY	5,280.00
13/01/2022	84577	AUSO TRAINING	TRAINING SERVICES	766.00
27/01/2022	85099	AUSTRALIA POST	POSTAL SERVICE	8,910.40
6/01/2022	84528	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHOR	COMMUNICATION SERVICES	45.00
6/01/2022	84508	AUSTRALIAN COMMUNITY MEDIA	ADVERTISING SERVICES	1,638.00
13/01/2022	84541	AUSTRALIAN SERVICES UNION	UNION FEES	25.90
27/01/2022	85053	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	1,361.91
13/01/2022	84731	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	92.49
27/01/2022	85005	AV TRUCK SERVICES PTY LTD	VEHICLE PARTS & MAINTENANCE	506.87
27/01/2022	85134	AVIS SOUTHWEST RENTALS	VEHICLE RENTAL SERVICES	1,998.07
13/01/2022	84587	ATILITY	IT SOFTWARE	988.90
27/01/2022	85115	B & B STREET SWEEPING	STREET SWEEPING SERVICE	33,259.41
13/01/2022	84789	B & B STREET SWEEPING	STREET SWEEPING SERVICE	28,073.27
27/01/2022	85020	BARBARA WEEKS	ART SALES	72.00
13/01/2022	84614	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES - GLC MAINTENANCE	13,203.32
27/01/2022	84941	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES - GLC AND NCC MAINTENANCE	9,989.99
27/01/2022	84945	BATTERY WORLD BUNBURY	BATTERIES	1,446.50
13/01/2022	84827	BAY CABINETS	FURNITURE PRODUCT SUPPLIER	1,298.00
27/01/2022	85153	BAY CABINETS	FURNITURE PRODUCT SUPPLIER	264.00
27/01/2022	85047	BAYLIFE OP SHOP - UCA PARISH OF BUSSELTION	SALE OF BAG BAGS	150.00
13/01/2022	84781	BAY SIGNS	SIGNAGE SERVICES	1,850.00
27/01/2022	85107	BAY SIGNS	SIGNAGE SERVICES	425.67
20/01/2022	84843	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE	16,912.50
27/01/2022	84920	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE	4,980.78
13/01/2022	84597	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE	4,779.50
27/01/2022	84929	BCP CONTRACTORS PTY LTD	EARTHWORKS - FORESHORE EAST REDEVELOPMENT	307,412.33
13/01/2022	84598	BCP LIQUID WASTE	LIQUID WASTE SERVICES	12,285.18
27/01/2022	84921	BCP LIQUID WASTE	LIQUID WASTE SERVICES	4,627.19
20/01/2022	84855	BE INGRAM	CARPENTRY SERVICES	4,275.00
13/01/2022	84681	BE INGRAM	CARPENTRY SERVICES	2,225.00
27/01/2022	85167	BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	300.00
13/01/2022	84650	BELLROCK CLEANING SERVICES PTY LTD	CLEANING SERVICES	35,692.02
13/01/2022	84590	BELMAX FAMILY TRUST	PROTECTIVE CLOTHING SUPPLIER	133.00

LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

CHEQUE PAYMENTS		119121 - 119145	79,634.00	
ELECTRONIC TRANSFER PAYMENTS		ET184496 - ET185367	5,813,050.95	
TRUST ACCOUNT		CHEQUE # 7584, ET184535 - ET184536	48,321.89	
PAYROLL PAYMENTS		01.01.22 - 31.01.22	1,692,998.11	
INTERNAL PAYMENT VOUCHERS		DD004727 - DD004756	148,125.83	
			<b>7,782,130.78</b>	
13/01/2022	84695	BIO SOIL SOLUTIONS	LIQUID SOIL SOLUTIONS	3,245.00
27/01/2022	85105	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	1,269.54
27/01/2022	85042	BLUE ARMADILLO (DOLLE BELL)	ART SALES	63.00
13/01/2022	84612	BLUESTEEL ENTERPRISES PTY LTD	EMERGENCY RESPONSE EQUIPMENT	198.00
27/01/2022	85081	BOC GASES AUSTRALIA LTD	GAS SERVICES	553.84
13/01/2022	84755	BOC LIMITED	GAS SERVICES	5,156.98
27/01/2022	85018	BRETT TITTERTON ELECTRICAL AND AIR CONDITIONING	ELECTRICAL SERVICES	180.00
13/01/2022	84569	BRIDGESTONE	TYRE SERVICES	1,447.16
20/01/2022	84849	BRIDNEY MCLEAN	STAFF REIMBURSEMENT	1,206.50
13/01/2022	84820	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	3,964.79
27/01/2022	85142	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	1,727.77
27/01/2022	85118	BSEWA	ELECTRICAL SERVICES - DUNSBOROUGH SPORTS PRECINCT	59,204.32
13/01/2022	84793	BSEWA	ELECTRICAL SERVICES - REACTIVE WORKS	40,141.11
6/01/2022	84515	BUILDING SUPPLIES AND HIRE	BUILDING SUPPLIES	352.65
27/01/2022	85097	BUNBURY PLASTICS	MAINTENANCE SERVICES	89.10
13/01/2022	84722	BUNBURY REGIONAL COMMUNITY COLLEGE INC	SUNDRY PAYMENTS	2,450.00
13/01/2022	84794	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	3,067.70
27/01/2022	85120	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	1,252.70
13/01/2022	84625	BUSSELTON AGRICULTURAL SERVICES (WA) PTY	RURAL SUPPLIES	250.00
13/01/2022	84721	BUSSELTON ART SOCIETY INC	SUNDRY PAYMENTS	500.00
6/01/2022	84500	BUSSELTON AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	1,544.40
13/01/2022	84615	BUSSELTON AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	262.60
13/01/2022	84975	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	1,483.26
27/01/2022	84905	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	1,267.41
13/01/2022	84798	BUSSELTON BITUMEN SERVICE	EARTHMOVING SERVICES	6,270.57
27/01/2022	85051	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	1,324.45
13/01/2022	84729	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	1,209.65
13/01/2022	84698	BUSSELTON FURNITURE PTY LTD	FURNITURE	137.70
27/01/2022	84887	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	1,350.72
13/01/2022	84533	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	885.43
13/01/2022	84673	BUSSELTON LOCAL ORGANISING COMMITTEE INC	IRONMAN 2021	8,000.00
13/01/2022	84566	BUSSELTON LOCKSMITH	SECURITY SUPPLIES	649.00
27/01/2022	84899	BUSSELTON LOCKSMITH	SECURITY SUPPLIES	148.50
13/01/2022	84772	BUSSELTON MOTORS	VEHICLE PURCHASES / SERVICES / PARTS	321.04
27/01/2022	85096	BUSSELTON MOTORS (MITSUBISHI/MAZDA)	VEHICLE PURCHASES / SERVICES / PARTS	1,518.88
13/01/2022	84784	BUSSELTON MULTI SERVICE	ENGRAVING SERVICES	280.50
27/01/2022	85111	BUSSELTON MULTI SERVICE	ENGRAVING SERVICES	110.00
27/01/2022	85109	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	5,170.00
13/01/2022	84783	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	3,788.95
6/01/2022	84526	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	583.00
27/01/2022	85072	BUSSELTON PRIDE ALLIANCE INC	LGBT EVENT	600.00
27/01/2022	85129	BUSSELTON PRINT IT	PRINTING SERVICES	2,477.15
13/01/2022	84799	BUSSELTON REFRIGERATION & AIRCON	REFRIGERATION/AIR CONDITIONING SERVICES	2,277.00
27/01/2022	84959	BUSSELTON REINWOODS	PLANT PURCHASES/SERVICES / PARTS	64.68
27/01/2022	85102	BUSSELTON SENIOR CITIZENS CENTRE	QUARTERLY DONATION PAYMENT	24,772.34
13/01/2022	84727	BUSSELTON SUBIE SERVICE	AUTOMOTIVE SERVICE AND REPAIR	319.25
13/01/2022	84785	BUSSELTON TENNIS CLUB	VENUE HIRE	305.00
27/01/2022	85078	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	961.55
13/01/2022	84753	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	638.60
27/01/2022	85079	BUSSELTON WATER	WATER SERVICES	537.86
13/01/2022	84754	BUSSELTON WATER	WATER SERVICES	466.93
27/01/2022	85002	CAPE CELLARS BUSSELTON	REFRESHMENTS	1,233.05
13/01/2022	84834	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	107.75
27/01/2022	85164	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	0.00
27/01/2022	85156	CAPE RURAL CONTRACTING	FIRE CONTROL SERVICES	4,950.00
27/01/2022	84950	CAPE SHADES PTY LTD	SHADE SAILS	1,642.00
20/01/2022	84847	CAPE SHADES PTY LTD	SHADE SAILS	3,788.90
13/01/2022	84629	CAPE SHADES PTY LTD	SHADE SAILS	2,744.80
13/01/2022	84746	CARRILUP RIVER GENERAL STORE	CATERING SERVICES	422.70
13/01/2022	84807	CARDNO (WA) PTY LTD	CONSULTANCY SERVICES	5,500.00
27/01/2022	84956	CARMEN MCAULL	ART SALES	490.00
27/01/2022	85016	CAROL MULHEARN	ART SALES	104.00
13/01/2022	84634	CATALYSE PTY LTD	COMMUNITY SURVEY SERVICES - BPACC	33,726.00
13/01/2022	84668	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES - LUDLOW HITHERGREEN RD	31,531.42
27/01/2022	84991	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES - COMMONAGE RD, BUSSELL HWY	28,438.70
13/01/2022	84747	CDL HBT SUN THREE PTY LTD	ACCOMMODATION	159.00
27/01/2022	85121	CEMETERIES & CREMATORIA ASSOCIATION OF WA INC.	MEMBERSHIP	325.00
27/01/2022	85084	CHADSON ENGINEERING	ENGINEERING SERVICES	781.28
13/01/2022	84696	CHEKRITE ASIA PACIFIC PTY LTD	SOFTWARE SYSTEM AND PROFESSIONAL SERVICES	548.90
27/01/2022	84995	CHLOE ABLA STUDIOS	ART SALES	178.40
13/01/2022	84666	CHOICECHEM	BITUMEN REMOVER	712.80
27/01/2022	84952	CHRISTINE SEATORY	ART SALES	4.20
27/01/2022	85127	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	6,557.59
13/01/2022	84802	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES	3,508.37
27/01/2022	85349	CITY AND REGIONAL FUELS	FUEL SERVICES	6,143.03
13/01/2022	84543	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION	4,636.45
27/01/2022	84882	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION	4,537.05
13/01/2022	84538	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,912.18
27/01/2022	84878	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,912.18
13/01/2022	84539	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	192.00
27/01/2022	84879	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	180.00
13/01/2022	84545	CITY OF BUSSELTON SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	210.00
27/01/2022	84884	CITY OF BUSSELTON SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	204.00
27/01/2022	85082	CID EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	4,536.53
13/01/2022	84756	CID EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	492.40
27/01/2022	85043	CLAIRE KASTELAN	ART SALES	24.15
13/01/2022	84651	CLAW ENVIRONMENTAL	E-WASTE SERVICES	3,391.30
27/01/2022	85136	CLEANAWAY	WASTE MANAGEMENT SERVICES	99,407.40
6/01/2022	84531	CLEANAWAY	WASTE MANAGEMENT SERVICES	99,071.48
13/01/2022	84813	CLEANAWAY	WASTE MANAGEMENT SERVICES	19,853.72
13/01/2022	84627	CLEANAWAY CO PTY LTD	CHEMICAL DISPOSAL SERVICES	8,180.26
13/01/2022	84768	CLEANAWAY OPERATIONS PTY LTD	MAINTENANCE PARTS WASHER	807.71
13/01/2022	84631	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	45,152.46
6/01/2022	84501	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	40,317.59
27/01/2022	84925	CLOUTZ EVENT HIRE	ENTERTAINMENT	740.00
13/01/2022	84601	CLOUTZ EVENT HIRE	ENTERTAINMENT	667.80
27/01/2022	85125	COATES HIRE	HIRE EQUIPMENT SERVICES	12,961.30
27/01/2022	85143	COCA COLA - AMATIL PTY LTD	GLC KIOSK PURCHASES	526.06
13/01/2022	84821	COCA-COLA AMATIL	GLC KIOSK PURCHASES	1,302.68

LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

CHEQUE PAYMENTS		119121 - 119145	79,634.00
ELECTRONIC TRANSFER PAYMENTS		EF78496 - EF785367	5,813,050.95
TRUST ACCOUNT		CHEQUE # 7584 - EF784535 - EF784536	48,321.89
PAYROLL PAYMENTS		01.01.22 - 31.01.22	1,692,968.11
INTERNAL PAYMENT VOUCHERS		DD004727 - DD004756	148,125.83
			<b>7,782,130.78</b>
27/01/2022	85128	COLES	
27/01/2022	84926	COLES.COM AU	COUNCIL & STAFF REFRESHMENTS
13/01/2022	84603	COLES.COM AU	COUNCIL & STAFF REFRESHMENTS
13/01/2022	84653	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER
27/01/2022	84969	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER
13/01/2022	84714	CON & JEAN CALAMERI	BITP REFUND
13/01/2022	84703	CONSTRUCTION SCIENCES PTY LTD	MATERIALS TESTING
27/01/2022	85023	CONSTRUCTION SCIENCES PTY LTD	MATERIALS TESTING
12/01/2022	84536	REFER TRUST	
13/01/2022	84630	CORSIGN WIA PTY LTD	SINGAGE AND TRAFFIC ACCESSORIES
6/01/2022	84496	CR GRANT HENLEY	COUNCILLOR PAYMENT
6/01/2022	84520	CR MIKAYLA LOVE	COUNCILLOR PAYMENT
6/01/2022	84498	CR ROSS PAINE	COUNCILLOR PAYMENT
6/01/2022	84499	CR. P CARTER	COUNCILLOR PAYMENT
6/01/2022	84509	CR. SUSAN RICCELLI	COUNCILLOR PAYMENT
13/01/2022	84835	CRACKPOITS	STINGER NET SUPPLIER
13/01/2022	84582	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES - REACTIVE
27/01/2022	84911	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES
27/01/2022	85141	CROSS SECURITY SERVICES	SECURITY SERVICES
13/01/2022	84819	CROSS SECURITY SERVICES	SECURITY SERVICES
27/01/2022	84993	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS
13/01/2022	84544	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS
27/01/2022	84883	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS
27/01/2022	84977	CURLY'S REMOVALS	FURNITURE TRANSPORT
13/01/2022	84751	D AGOSTINO + LUFF PTY LTD	ARCHITECTURAL SERVICES
27/01/2022	84922	D MCKENZIE T/A LITORIA ECOSERVICES	CONSULTANCY SERVICES
13/01/2022	84701	DANIEL FRITCHLEY	DRAFTING SERVICES
13/01/2022	84552	DANTRER AGENCIES	MAINTENANCE SERVICES
13/01/2022	84710	DARREN & NATALIE YORK	BITP REFUND
13/01/2022	84574	DATABASE CONSULTANTS AUSTRALIA	DATABASE SERVICES
13/01/2022	84757	DAVID GRAY & CO	GARBAGE BINS & PARTS SUPPLIER
13/01/2022	84801	DAVID MIDWATERS ELECTRICAL	MAINTENANCE SERVICES
27/01/2022	85126	DAVID MIDWATERS ELECTRICAL	MAINTENANCE SERVICES
12/01/2022	84535	REFER TRUST	
13/01/2022	84624	DEPARTMENT OF PLANNING, LANDS AND HERITA	LEASE AGREEMENT
13/01/2022	84564	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES
27/01/2022	84897	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES
13/01/2022	84642	DEPARTMENT OF WATER AND ENVIRONMENT REGU	ENVIRONMENTAL SERVICES
27/01/2022	84988	DHI WATER AND ENVIRONMENT PTY LTD	SOFTWARE PACKAGE
13/01/2022	84805	DIAL BEFORE YOU DIG	CABLE LOCATION SERVICE
13/01/2022	84683	DIESEL AND HYDRAULIC SERVICES SOUTH WEST	PLANT REPAIR AND MAINTENANCE
20/01/2022	84857	DONALD CANT WATTS CORKE (WA) PTY LTD	CONSULTANCY SERVICES
13/01/2022	84700	DOOR HARDWARE SOLUTIONS	HARDWARE SUPPLIES
27/01/2022	84647	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS
27/01/2022	84966	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS
13/01/2022	84622	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE
27/01/2022	84948	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE
27/01/2022	85063	DR KEVIN SINGER	ART SALES
27/01/2022	85112	DUNSBOROUGH & DISTRICT COUNTRY CLUB	GRANT FUNDING
13/01/2022	84724	DUNSBOROUGH ART SOCIETY	DONATION
27/01/2022	84916	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES
13/01/2022	84590	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES
27/01/2022	85133	DUNSBOROUGH RURAL SUPPLIES	RURAL SUPPLIES
6/01/2022	84511	E & P CRONIN	COUNCILLOR PAYMENTS
13/01/2022	84663	EARTH 2 OCEAN COMMUNICATIONS	COMMUNICATION SERVICES - RADIO REPAIRS
13/01/2022	84671	EARTH AND STONE WA	EARTHMOVING SERVICES
20/01/2022	84853	EARTH AND STONE WA	EARTHMOVING SERVICES
13/01/2022	84616	ECHO FIELD PTY LTD	BUSH FIRE INSPECTION WORKS/WEED CONTROL
27/01/2022	85080	ECOSYSTEMS SOLUTIONS	CONSULTANCY SERVICES - NORTH INDONG RD
27/01/2022	85135	EDUCATIONAL ART SUPPLIES	ART EQUIPMENT SUPPLIES
13/01/2022	84606	EF DAY & SN WILLIAMS	MAINTENANCE SERVICES
13/01/2022	84657	EIS CONTROL PTY LTD	ELECTRICAL SERVICES
6/01/2022	84510	EJ & KM COX	COUNCILLOR PAYMENTS
27/01/2022	84955	ELANDMOORE NATURAL SOAPS & COSMETICS PTY LTD	ART SALES
13/01/2022	84562	ELECTIONS AUSTRALIA PTY LTD	STAFF ELECTIONS
6/01/2022	84514	ELEMENT ADVISORY PTY LTD	HERITAGE ADVISORY SERVICES
20/01/2022	84860	ELEMENT ADVISORY PTY LTD	HERITAGE ADVISORY SERVICES
27/01/2022	85131	ELITE POOL COVERS PTY LTD	POOL SERVICES
13/01/2022	84548	ELLIOTTS FILTRATION	IRRIGATION & FILTRATION SERVICES
27/01/2022	85040	ELZA FOUCHE	ART SALES
27/01/2022	85138	EMERGE OFFICE	OFFICE EQUIPMENT SERVICES - PHOTOCOPIING
13/01/2022	84578	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC
27/01/2022	84907	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC
13/01/2022	84547	ENVIRONMENTAL HEALTH AUSTRALIA	TRAINING SERVICES
27/01/2022	84982	ESPLANADE HOTEL - BUSSELTION	ACCOMMODATION
13/01/2022	84692	FAIRTEL PTY LTD	TELECOMMUNICATION SERVICES
13/01/2022	84659	FASSOM PTY LTD	STATIONERY AND OFFICE SUPPLIES
27/01/2022	84889	FIRE & SAFETY WA	FIRE EQUIPMENT SUPPLIER
13/01/2022	84580	FIRE RESCUE SAFETY AUSTRALIA	FIRE SAFETY EQUIPMENT
27/01/2022	85074	FIREHIRE	FIRE APPLIANCE FOR FIRE PREVENTION
27/01/2022	84896	FIRST CLASS TRAINING	TRAINING SERVICES
13/01/2022	84742	FOUR TONE ARTISTS	LIVE PERFORMANCE
13/01/2022	84712	FRANK STALTARI	BITP REFUND
13/01/2022	84823	FRE HILLS EFT ACCOUNT	LEGAL SERVICES
13/01/2022	84644	FRESH AS	REFRESHMENTS
27/01/2022	84962	FRESH AS	REFRESHMENTS
27/01/2022	84974	FULLY PROMOTED PERTH CBD	DECORATED UNIFORMS AND PROMOTIONAL ITEMS
27/01/2022	85095	GALVINS PLUMBING PLUS	PLUMBING SUPPLIES
13/01/2022	84725	GANNAWAYS CHARTER AND TOURS	BUS HIRE SERVICE
13/01/2022	84758	GEMI PTY LTD	MAINTENANCE SERVICES
13/01/2022	84640	GEBOX PTY LTD	VEHICLE CAMERAS
13/01/2022	84619	GEOFF ALISON	ASBESTOS REMOVAL
13/01/2022	84693	GEOGRAPHE BAY BREWING CO	PUBLIC TOILET CONTRIB - SHELTER BREWING
27/01/2022	85146	GEOGRAPHE CAMPING AND TACKLE WORLD	OUTDOOR EQUIPMENT SUPPLIER
13/01/2022	84633	GEOGRAPHE ELECTRICAL & COMMUNICATIONS GE	ELECTRICAL SERVICES
27/01/2022	85091	GEOGRAPHE PETROLEUM	FUEL SERVICES
13/01/2022	84824	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS
27/01/2022	85085	GEOGRAPHE TIMBER & HARDWARE	HARDWARE SUPPLIES
13/01/2022	84623	GEOGRAPHE UNDERGROUND SERVICES	UNDERGROUND SERVICES





LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

		CHEQUE PAYMENTS	119121 - 119145	79,634.00
		ELECTRONIC TRANSFER PAYMENTS	EFT8496 - EFT8517	5,813,050.95
		TRUST ACCOUNT	CHEQUE # 7584, EFT84535 - EFT84536	48,321.89
		PAYROLL PAYMENTS	01.01.22 - 31.01.22	1,692,968.11
		INTERNAL PAYMENT VOUCHERS	DD004727 - DD004756	148,125.83
				7,782,130.78
13/01/2022	84679	GEOSPREAD	GREEN WASTE MULCHING	15,400.00
13/01/2022	84808	GISSA	CONSULTANCY SERVICES	3,790.10
13/01/2022	84740	GLOBAL SPILL CONTROL PTY LTD	SPILL, SITE SAFETY & TRAFFIC MANAGEMENT	4,259.90
13/01/2022	84572	GOLDCORP AUSTRALIA	CITIZENSHIP COINS	753.50
27/01/2022	84914	GRACE RECORDS MANAGEMENT (AUSTRALIA) PTY LTD	STORAGE SERVICES	4,066.19
6/01/2022	84532	GRASSIAS TURF MANAGEMENT	CRICKET PITCH MANAGEMENT SERVICES	8,866.00
27/01/2022	85147	GRASSIAS TURF MANAGEMENT	CRICKET PITCH MANAGEMENT SERVICES	8,800.00
13/01/2022	84649	GREG HAREWOOD	ZOOLOGICAL SERVICES	605.00
13/01/2022	84750	GREGORY TENNANT	STAFF REIMBURSEMENT	26.77
13/01/2022	84826	GUMPTION PTY LTD	ADVERTISING SERVICES	3,020.00
13/01/2022	84762	HANSON CONSTRUCTION MATERIALS PTY LTD	CONCRETE SERVICES	196.02
27/01/2022	85017	HAPPS POTTERY	ART SALES	22.40
13/01/2022	84661	HARBECKS TRANSPORT	SAND AND GRAVEL SUPPLIES	113,657.44
27/01/2022	84984	HARBECKS TRANSPORT	SAND AND GRAVEL SUPPLIES	555.50
20/01/2022	84862	HAYLEY OVERTON	STAFF REIMBURSEMENT	132.00
20/01/2022	84840	HILDA B LINDEGGER	ART SALES	70.00
13/01/2022	84835	HIP-POCKET WORKWEAR	UNIFORMS & PROTECTIVE CLOTHING	101.90
13/01/2022	84765	HOLCIM	CONCRETE SERVICES	3,276.11
27/01/2022	85090	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	2,227.28
13/01/2022	84718	HOLLY EASTOUGH	BOND REFUND	100.00
27/01/2022	85037	HOUSING AUTHORITY	SUNDRY PAYMENTS	2,724.91
13/01/2022	84699	HOWSON MANAGEMENT	ENGINEERING PROJECT MANAGEMENT	3,239.50
27/01/2022	85021	HOWSON MANAGEMENT	ENGINEERING PROJECT MANAGEMENT	2,363.00
13/01/2022	84706	IAN & PHILIPPA PARRY	BITP REFUND	485.00
27/01/2022	85030	IAN TODD	BITP REFUND	230.00
27/01/2022	85032	IAN TODD	BITP REFUND	190.00
13/01/2022	84662	ILLION AUSTRALIA PTY LTD	TENDER ADVERTISING AND MANAGEMENT	80.26
27/01/2022	84946	IMAGE ON LINE	MARKETING	261.25
13/01/2022	84688	INSTANT PRODUCTS HIRE	PUBLIC ABILITIES HIRE AND SALES	2,763.07
20/01/2022	84864	INSTEYL GROUP WA	EVENT HIRE	2,814.50
13/01/2022	84656	INTERFIRE AGENCIES PTY LTD	FIRE, SAFETY, EMERGENCY EQUIPMENT	4,315.76
27/01/2022	84972	INTERFIRE AGENCIES PTY LTD	FIRE, SAFETY, EMERGENCY EQUIPMENT	1,776.50
27/01/2022	85055	IPEC PTY LTD	COURIER SERVICES	334.52
13/01/2022	84734	IPEC PTY LTD	COURIER SERVICES	119.50
13/01/2022	84677	IW PROJECTS PTY LTD	WASTE MANAGEMENT CONSULTANTS	6,503.75
13/01/2022	84596	JACKSON MCDONALD LAWYERS	LEGAL SERVICES	25,410.89
13/01/2022	84586	JACQUELINE HARRP	STAFF REIMBURSEMENT	100.00
20/01/2022	84868	JACQUELINE LUEDEMANN	STAFF REIMBURSEMENT	119.28
27/01/2022	85071	JACQUELINE LUEDEMANN	STAFF REIMBURSEMENT	80.40
13/01/2022	84676	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	127.34
27/01/2022	85001	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	71.22
27/01/2022	85054	JANE DARCY	ART SALES	48.00
13/01/2022	84563	JANINA GREENWOOD	STAFF REIMBURSEMENT	200.00
13/01/2022	84811	JANINE ERIKSSON	TOWN PLANNING SERVICES	3,960.00
27/01/2022	85087	JASON SIGNMAKERS	SIGNAGE SUPPLIES	148.12
27/01/2022	84973	JAZZ ATTACK PERFORMING ARTS	BOND REFUND	140.00
13/01/2022	84652	JDM EARTHWORKS	EARTHWORKS - DUNSBOROUGH WASTE	41,635.00
27/01/2022	84968	JDM EARTHWORKS	EARTHWORKS - DUNSBOROUGH WASTE	40,878.75
20/01/2022	84850	JDM EARTHWORKS	EARTHWORKS - DUNSBOROUGH WASTE	19,637.75
27/01/2022	84954	JENNIFER BROWN	ART SALES	64.80
13/01/2022	84675	JESAW SIGNS & PRINT	SIGNAGE SERVICES	1,047.00
6/01/2022	84516	JIM CATHCART	ART AWARDS JUDGE CITY OF BUSSELTON	619.68
13/01/2022	84595	JIMS FIRST	HARDWARE SUPPLIES	1,681.46
27/01/2022	84918	JIMS FIRST	HARDWARE SUPPLIES	130.93
6/01/2022	84518	CR JODIE RICHARDS	COUNCILLOR PAYMENT	3,647.36
13/01/2022	84716	JON BURGESS	BOND REFUND	200.00
13/01/2022	84611	JONES MARINE SERVICES SOUTHWEST	DIVING MAINTENANCE	1,320.00
27/01/2022	84938	JONES MARINE SERVICES SOUTHWEST	DIVING MAINTENANCE	1,320.00
13/01/2022	84726	JOSH AND ANNA FOLEY	CARPENTRY AND BUILDING MAINTENANCE	382.37
27/01/2022	85045	JOSHUA FOLEY	CARPENTRY AND BUILDING MAINTENANCE	1,322.42
13/01/2022	84715	JUBILADO PTY LTD	RATE REFUND	623.47
27/01/2022	84997	JULIE GUTHRIDGE	ART SALES	38.50
13/01/2022	84689	KARL D CLIVELY	IRRIGATION AND PROJECT MANAGEMENT	2,101.00
27/01/2022	85034	KATE VANDERMOST	BITP REFUND	46.00
27/01/2022	84892	KERRY HILL ARCHITECTS	ARCHITECTURAL SERVICES	13,320.53
13/01/2022	84745	KI TRAINING AND ASSESSING	TRAINING AND ASSESSING	1,400.00
27/01/2022	85029	KINGSLEY MATHESON	BITP REFUND	172.00
6/01/2022	84502	KITCHEN TAKEOVERS	CATERING	1,000.00
13/01/2022	84643	KITCHEN TAKEOVERS	CATERING	775.50
27/01/2022	84961	KITCHEN TAKEOVERS	CATERING	279.50
27/01/2022	85119	KLEENHEAT GAS	GAS SERVICES	1,946.47
13/01/2022	84591	KMART BUNBURY	GENERAL MERCHANDISE	78.00
13/01/2022	84658	KMART BUSSELTON	RETAIL HOME WARES	231.95
27/01/2022	84949	KRISTOPHER DAVIS	STAFF REIMBURSEMENT	95.00
27/01/2022	85061	KYLIE HOWARTH	AUTHOR-ILLUSTRATOR WORKSHOP	357.50
13/01/2022	84723	LAETITIA WILSON	SUNDRY PAYMENTS	619.68
13/01/2022	84769	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	54.40
13/01/2022	84761	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	743.45
20/01/2022	84839	LANDSAVE ORGANICS	LANDSCAPING SERVICE	5,720.00
13/01/2022	84565	LANDSAVE ORGANICS	LANDSCAPING SERVICE	4,608.45
27/01/2022	84898	LANDSAVE ORGANICS	LANDSCAPING SERVICE	1,452.00
27/01/2022	85049	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	1,026.36
27/01/2022	85151	LD TOTAL	LANDSCAPING SERVICES	9,715.69
6/01/2022	84505	LED ECO LIGHTING	LIGHTING SUPPLIER	3,158.08
27/01/2022	84890	LEEUWIN CIVIL PTY LTD	SHOULDER ROAD WIDENING - WILDWOOD RD	478,092.48
13/01/2022	84555	LEEUWIN CIVIL PTY LTD	EARTHWORKS - DUNSBOROUGH SPORTS PRECINCT	241,739.74
27/01/2022	85145	LEEUWIN TRANSPORT	COURIER SERVICES	879.95
13/01/2022	84744	LEEUWIN WAY TAKEAWAY	CATERING	272.50
27/01/2022	85064	LESLEY MEANEY	ART SALES	1,452.00
13/01/2022	84593	LG CONNECT PTY LTD	TECHNICAL CONSULTING	2,970.00
13/01/2022	84730	LIAM JACKSON	EQUIPMENT HIRE	4,623.50
27/01/2022	85052	LIAM JACKSON	EQUIPMENT HIRE	4,180.00
20/01/2022	84863	LIAM JACKSON	EQUIPMENT HIRE	4,010.00
27/01/2022	84986	LIFE READY PHYSIO & PILATES BUSSELTON	MUSCULOSKELETAL FUNCTIONAL CAPACITY	326.70
13/01/2022	84684	LOCK AROUND THE CLOCK	SECURITY SERVICES	438.50
27/01/2022	84932	LOTIX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	582.83
27/01/2022	85158	LYNNE BOLADERAS	ART SALES	129.50
27/01/2022	85123	M & B SALES	HARDWARE SERVICES	2,656.50
27/01/2022	85026	M & S VOLHEIJN	BITP REFUND	371.00



LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

		CHEQUE PAYMENTS	119121 - 119145	79,634.00
		ELECTRONIC TRANSFER PAYMENTS	EF78496 - EF785167	5,813,050.95
		TRUST ACCOUNT	CHEQUE # 7584 - EF784535 - EF784536	48,321.89
		PAYROLL PAYMENTS	01.01.22 - 31.01.22	1,692,968.11
		INTERNAL PAYMENT VOUCHERS	DD004727 - DD004756	148,125.83
				7,782,130.78
13/01/2022	84779	MAJOR MOTORS PTY LTD	NEW TIP TRUCK	99,031.31
20/01/2022	84870	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES - GEO BAY RD	77,635.36
13/01/2022	84759	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES - SHADY'S CARPARK, EAGLE BAY	19,329.46
27/01/2022	85088	MALATESTA ROAD PAVING & HOTMIX	ROAD HOTMIX / PAVING SERVICES - STRELLY ST, MONAGHANS WAY	19,074.00
13/01/2022	84737	MANGLESU CONTRACTING	LANDSCAPING SERVICES	14,510.10
27/01/2022	85058	MANGLESU CONTRACTING	LANDSCAPING SERVICES	426.91
13/01/2022	84829	MARAGLAD HOLDINGS PTY LTD	FIRE CONTROL SERVICES	11,275.00
13/01/2022	84604	MARGARET RIVER BUSSETON TOURISM ASSOCIA	ADVERTISING	48,072.45
27/01/2022	84927	MARGARET RIVER BUSSETON TOURISM ASSOCIATION	ADVERTISING	490.00
27/01/2022	84913	MARGARET RIVER FENCING	MAINTENANCE SERVICES	3,433.65
13/01/2022	84585	MARGARET RIVER FENCING	MAINTENANCE SERVICES	770.00
27/01/2022	85068	MARIAN BAKHTIARIKISH	ART SALES	2,800.00
13/01/2022	84739	MARKET CREATIONS AGENCY PTY LTD	WEBSITE DEVELOPMENT	11,036.00
27/01/2022	84931	MARKETFORCE PTY LTD	ADVERTISING SERVICES	2,652.97
13/01/2022	84607	MARKETFORCE PTY LTD	ADVERTISING SERVICES	667.63
13/01/2022	84697	MATT RILEY STUDIO	VIDEO EDITING AND CREATIONS	5,819.00
13/01/2022	84728	MAYDAY SERVICES	EQUIPMENT HIRE	3,542.00
20/01/2022	84861	MAYDAY SERVICES	EQUIPMENT HIRE	3,542.00
27/01/2022	85160	MCGREGOR WJ & J	MANAGEMENT BUSSETON JETTY TOURIST PARK	44,333.55
27/01/2022	84906	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	4,468.20
13/01/2022	84576	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	1,451.53
20/01/2022	84854	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	261.26
13/01/2022	84678	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	248.08
27/01/2022	85003	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	84.70
27/01/2022	84998	MECHANICAL PROJECT SERVICES	AIRCONDITIONING & REFRIGERATION SERVICES	6,588.76
27/01/2022	85075	MEL PERHAM	STAFF REIMBURSEMENT	0.00
27/01/2022	85035	MELISSA PRESLEY	BITP REFUND	276.00
27/01/2022	85130	METROCOUNT	BATTERY SUPPLIER	1,386.00
27/01/2022	85014	MICHAEL DUNN	3D SCANNING	3,723.50
13/01/2022	84705	NICHOLLS MACHINERY	REFUND DOG REGISTRATION	100.00
13/01/2022	84804	NINTER ELLISON	LEGAL SERVICES	837.76
13/01/2022	84830	NIB INDUSTRIES	DRAINAGE SUPPLIES	5,215.80
6/01/2022	84519	MORRIS GODING ACCESSIBILITY CONSULTING	ODA ACCESS	3,190.00
27/01/2022	85015	MUIR FORD BUSSETON	VEHICLE MAINTENANCE	1,804.77
13/01/2022	84691	MUIRS	VEHICLE MAINTENANCE	832.48
13/01/2022	84741	MUSIC BY ORNELLA	ENTERTAINMENT	150.00
27/01/2022	85073	MVNAVE ESEL PTY LTD T/A	IT HARDWARE	171.95
27/01/2022	85036	N & J DAVIS	BITP REFUND	331.00
27/01/2022	84895	NAOMI SEARLE	STAFF REIMBURSEMENT	90.00
27/01/2022	85062	NARELLE HIGSON	ART SALES	792.00
6/01/2022	84504	NATALIE WHITLEY	STAFF REIMBURSEMENT	115.00
13/01/2022	84584	NATIONAL PEN	PROMOTIONAL ITEMS	1,809.94
27/01/2022	85009	NATURAL EDGE FRAMING & PHOTOGRAPHY	ART SALES	49.00
13/01/2022	84600	NATURALISTE GLASS BUSINESS TRANS ACC	GLASS REPAIRS AND MANUFACTURE	1,677.50
27/01/2022	84924	NATURALISTE GLASS PTY LTD	GLASS REPAIRS AND MANUFACTURE	379.04
13/01/2022	84609	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	7,417.57
27/01/2022	84936	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	1,135.30
27/01/2022	85165	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILI	286.25
13/01/2022	84664	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	7,949.70
27/01/2022	84895	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	3,811.50
27/01/2022	85089	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	6,818.99
13/01/2022	84760	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	60.39
27/01/2022	84983	NIGHTLIFE MUSIC PTY LTD	MUSIC AND VIDEO SUBSCRIPTION SERVICES	413.90
13/01/2022	84812	NUMERO PTY LTD	VEHICLE RENTAL SERVICES	1,998.07
27/01/2022	85117	NUTRIEN WATER	RETICULATION SUPPLIES	4,332.63
20/01/2022	84844	OCEAN AIR CARPET CARE	CLEANING SERVICES	76,860.85
13/01/2022	84610	OCEAN AIR CARPET CARE	CLEANING SERVICES	825.00
27/01/2022	84937	OCEAN AIR CARPET CARE	CLEANING SERVICES	385.00
13/01/2022	84682	OCR HOLDINGS PTY LTD	LIQUID WASTE REMOVAL	2,234.10
6/01/2022	84512	OFFICE OF THE AUDITOR GENERAL	AUDITING SERVICES	65,692.00
13/01/2022	84646	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	297.97
27/01/2022	84965	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	288.79
13/01/2022	84674	OIL VAC AUSTRALIA PTY LTD	OIL CHANGING EQUIPMENT	158.40
13/01/2022	84605	OLDWEEN FAMILY TRUST	CATERING	560.00
20/01/2022	84851	ONSITE RENTAL GROUP OPERATIONS PTY LTD	DRY HIRE	6,663.00
13/01/2022	84648	OPRA AUSTRALIA PTY LTD	PSYCHOMETRIC ASSESSMENT SERVICES	726.00
13/01/2022	84589	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	567.20
13/01/2022	84567	ORANA CINEMAS BUSSETON	ADVERTISING SERVICES	765.00
27/01/2022	84902	ORANA CINEMAS BUSSETON	ADVERTISING SERVICES	660.00
27/01/2022	85101	OTIS ELEVATOR COMPANY PTY LTD	ELEVATOR SERVICES	4,527.62
13/01/2022	84776	OTIS ELEVATOR COMPANY PTY LTD	ELEVATOR SERVICES	1,707.09
27/01/2022	85159	OWEN G ISBEL	ART SALES	369.60
27/01/2022	85027	P & MILLGATE	BITP REFUND	93.00
20/01/2022	84858	P NESHODA & S RESIC	BITP REFUND	331.00
13/01/2022	84687	PAC AUSTRALIA	PERFORMING ARTS EXCHANGE	860.00
27/01/2022	85057	PAR 3 PTY LTD	GOLF, MINI GOLF	160.00
27/01/2022	85065	PAUL DALLOS	EVENT DJ	175.00
27/01/2022	85093	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	3,833.30
13/01/2022	84771	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	1,811.55
13/01/2022	84557	PERTH ENERGY PTY LTD	ELECTRICITY SUPPLIER	40,913.53
13/01/2022	84836	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	849.90
27/01/2022	85166	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	217.50
27/01/2022	84888	PHIL HOLLETT PHOTOGRAPHY	ART SALES	917.85
13/01/2022	84559	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	863.50
27/01/2022	85077	PK COURIERS	COURIER SERVICES	414.70
6/01/2022	84506	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	738.00
27/01/2022	84987	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	478.50
13/01/2022	84665	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	319.00
27/01/2022	84981	PRACSYS	COMMERCIAL ASSESSMENT	4,730.00
27/01/2022	85104	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	14,535.27
20/01/2022	84871	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	7,067.28
6/01/2022	84525	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	6,563.15
13/01/2022	84778	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	3,032.45
27/01/2022	84928	PRIMARY LOGISTICS	PUBLIC ART & CONSULTING SERVICES	2,243.12
13/01/2022	84558	PRIME MEDIA GROUP	ADVERTISING SERVICES	710.60
27/01/2022	84900	PRIME SUPPLIES	SAFETY EQUIPMENT	822.80
13/01/2022	84581	PROCARE LOCKSMITHS	TRANSPORTATION SERVICES	200.00
27/01/2022	85008	PROFESSIONAL CABLING SERVICES	CABLING SERVICES	495.00
13/01/2022	84685	PROFESSIONAL CABLING SERVICES	CABLING SERVICES	484.00

LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

CHEQUE PAYMENTS		119121 - 119145	79,634.00
ELECTRONIC TRANSFER PAYMENTS		ET184496 - ET185167	5,813,050.95
TRUST ACCOUNT		CHEQUE # 7584 - ET184535 - ET184536	48,321.89
PAYROLL PAYMENTS		01.01.22 - 31.01.22	1,692,998.11
INTERNAL PAYMENT VOUCHERS		DD004727 - DD004756	148,125.83
			<b>7,782,130.78</b>
27/01/2022	85162	PROGRAMMED MAINTENANCE SERVICES	15,675.00
27/01/2022	85096	PRO-LINE KERBBING	4,739.35
13/01/2022	84774	PRO-LINE KERBBING	4,248.42
13/01/2022	84618	PVR INDUSTRIAL PTY LTD	4,238.30
27/01/2022	84944	PVR INDUSTRIAL PTY LTD	1,672.00
13/01/2022	84831	QK TECHNOLOGIES PTY LTD	306.90
27/01/2022	85010	QUANTIFIED TREE RISK ASSESSMENT LIMITED	1,067.00
27/01/2022	85028	R & B HOCART	138.00
27/01/2022	85044	RJI TECHNOLOGY	2,745.58
13/01/2022	84763	RACCO INTERNATIONAL PTY LTD	317.20
13/01/2022	84832	RAPID ASCENT PTY LTD	5,500.00
13/01/2022	84708	RENAE RUSSO	60.00
27/01/2022	85060	RENTFIND TECHNOLOGIES PTY LTD	110.00
27/01/2022	85106	REPCO AUTO PARTS	894.65
27/01/2022	84919	RETRACTABLE TARPS PTY LTD	771.10
13/01/2022	84711	RHONDA CUTRINE	60.00
27/01/2022	84964	RICHARD JAY PTY LTD	7,535.00
27/01/2022	85031	RICK AND LISA WILSON	0.00
13/01/2022	84816	RICOH BUSINESS CENTRE	197.59
13/01/2022	84621	ROBERT'S TILT TRAY & HIAB SERVICE	3,663.00
13/01/2022	84775	RODS AUTO ELECTRICS	1,049.80
27/01/2022	85100	RODS AUTO ELECTRICS	187.94
27/01/2022	85025	ROLAND HAMPT	1,151.63
13/01/2022	84795	ROTARY CLUB OF BUSSELTION	3,000.00
27/01/2022	85122	ROTARY CLUB OF BUSSELTION GEOGRAPHE BAY	7.00
13/01/2022	84796	RUBEK AUTOMATIC DOORS	539.00
27/01/2022	84999	RURAL PRESS PTY LTD	1,354.00
27/01/2022	84951	RUTH BROOKS	52.00
27/01/2022	85148	SAFE & SURE SECURITY PTY LTD	1,001.00
13/01/2022	84732	SALATO CATERING	852.50
27/01/2022	85019	SANDRA WALKER	18.80
20/01/2022	84876	SANPOINT PTY LTD	14,749.10
6/01/2022	84533	SANPOINT PTY LTD	13,770.24
13/01/2022	84825	SANPOINT PTY LTD	5,080.11
27/01/2022	84940	SCHREDER AUSTRALIA PTY LTD	32,186.00
27/01/2022	84908	SCOPE BUSINESS IMAGING	266.03
13/01/2022	84579	SCOPE BUSINESS IMAGING	110.00
27/01/2022	85039	SCOTT PEARCE	600.00
27/01/2022	85067	SEEK LIMITED	4,383.50
13/01/2022	84748	SEEK LIMITED	1,754.50
20/01/2022	84867	SEEK LIMITED	1,287.00
27/01/2022	85024	SERENA RYDER	150.00
27/01/2022	84917	SERVICES AUSTRALIA	164.34
13/01/2022	84592	SERVICES AUSTRALIA OFFICIAL DEPARTMENT R	135.63
27/01/2022	85048	SHAHNAZ ALIZADEH	52.50
13/01/2022	84736	SHANE ELLIS	1,600.00
27/01/2022	85157	SHARON WILLIAMS	205.60
6/01/2022	84534	SHARON WILLIAMS	9.60
13/01/2022	84833	SHORE COASTAL PTY LTD	10,692.00
27/01/2022	85163	SHORE COASTAL PTY LTD	43,939.50
13/01/2022	84561	SHOREWATER MARINE PTY LTD	52,523.15
27/01/2022	84894	SHOREWATER MARINE PTY LTD	9,823.00
13/01/2022	84743	SHOREWATER MARINE PTY LTD	5,439.50
13/01/2022	84803	SIGMA CHEMICALS	452.10
27/01/2022	85007	SKIDATA AUSTRALASIA	1,604.90
13/01/2022	84537	SMARTSALARY PTY LTD	16,728.67
27/01/2022	84877	SMARTSALARY PTY LTD	16,706.08
27/01/2022	85132	SOILS AINT SOILS	908.75
13/01/2022	84810	SOILS AINT SOILS	87.40
13/01/2022	84694	SOS OFFICE EQUIPMENT	275.00
13/01/2022	84554	SOUTH WEST ACADEMY OF SPORT	11,000.00
27/01/2022	85050	SOUTH WEST BUILDING SUPPLIES WA PTY LTD	236.27
27/01/2022	85161	SOUTH WEST COUNSELLING	2,325.00
27/01/2022	85137	SOUTH WEST CYCLES	290.00
27/01/2022	85012	SOUTH WEST IRRIGATION MANAGEMENT SOLUTIONS	2,299.00
27/01/2022	84990	SOUTH WEST OFFICE NATIONAL	935.91
6/01/2022	84507	SOUTH WEST OFFICE NATIONAL	225.00
13/01/2022	84667	SOUTH WEST OFFICE NATIONAL	60.60
27/01/2022	84912	SOUTH WEST PRINTING & PUBLISHING	3,954.71
13/01/2022	84764	SOUTH WEST STEEL PRODUCTS	131.69
27/01/2022	84960	SOUTHERN ATU SERVICES PTY LTD	1,383.80
20/01/2022	84848	SOUTHERN ATU SERVICES PTY LTD	307.50
13/01/2022	84632	SOUTHERN CROSS AUSTERO	3,179.00
27/01/2022	85086	SOUTHERN LOCK & SECURITY	550.00
27/01/2022	84939	SOUTHWEST OUTDOOR POWER	45.00
27/01/2022	85124	SOUTHWEST TYRE SERVICE	11,072.80
13/01/2022	84800	SOUTHWEST TYRE SERVICE	8,302.65
27/01/2022	84989	SPORT PHOTO BOOTHS	910.00
27/01/2022	84933	SPORTFIRST BUSSELTION	651.99
27/01/2022	85066	SPORTSPEOPLE PTY LTD	214.50
6/01/2022	84523	SPORTSPEOPLE PTY LTD	167.20
13/01/2022	84766	SPORTSPOWER	500.00
27/01/2022	85139	SPORTSWORLD OF WA	1,599.40
20/01/2022	84869	SPOTLIGHT PTY LTD	196.00
27/01/2022	84942	SPRIMOW SERVICES	20,117.48
13/01/2022	84599	SPYKER TECHNOLOGIES PTY LTD	32,912.63
27/01/2022	84923	SPYKER TECHNOLOGIES PTY LTD	14,024.37
27/01/2022	84901	SQUIRE PATTON BOGGS	199.64
13/01/2022	84568	ST JOHN AMBULANCE	1,722.00
13/01/2022	84690	STANTEC AUSTRALIA PTY LTD	3,987.50
13/01/2022	84770	STATE LIBRARY OF WESTERN AUSTRALIA	1,943.98
27/01/2022	85038	STEPHANIE HAMMERLEY	102.00
13/01/2022	84670	STEPHEN AND TRACY PARNHAM	142.60
20/01/2022	84859	STEPHEN GREEN	102.00
27/01/2022	84979	STEPHEN HERON	247.50
20/01/2022	84866	STEVEN TRIBBECK	619.68
13/01/2022	84752	STEWART & HEATON CLOTHING	4,010.00
27/01/2022	85076	STEWART & HEATON CLOTHING CO PTY LTD	196.24
27/01/2022	85150	STRATAGREEN	411.14





LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

		CHEQUE PAYMENTS	119121 - 119145	79,634.00
		ELECTRONIC TRANSFER PAYMENTS	ETB4496 - ETB5367	5,813,050.95
		TRUST ACCOUNT	CHEQUE # 7584 - EFTB4535 - EFTB4536	48,321.89
		PAYROLL PAYMENTS	01.01.22 - 31.01.22	1,692,968.11
		INTERNAL PAYMENT VOUCHERS	DD004727 - DD004756	148,125.83
				7,782,130.78
13/01/2022	84738	STUART ST CLAIR & ANNE RYAN	COUNCILLOR PAYMENT	2,987.72
13/01/2022	84639	SUBWAY BUSSELTION	CATERING	47.50
13/01/2022	84717	SUE CREEK	BOND REFUND	1,000.00
13/01/2022	84818	SUEZ ENVIRONMENTAL	WASTE MANAGEMENT SERVICES	9,302.51
27/01/2022	84885	SUPERCHOICE	SUPERANNUATION	181,184.94
13/01/2022	84546	SUPERCHOICE	SUPERANNUATION	176,087.97
27/01/2022	84909	SURFING WESTERN AUSTRALIA	EVENT ORGANISATION	5,500.00
13/01/2022	84822	SURVCON P/L	SURVEY SERVICES	1,966.25
27/01/2022	85144	SURVCON PTY LTD	SURVEY SERVICES	259.88
27/01/2022	85000	SURVEYING SOUTH	SURVEYING SERVICES	6,239.00
20/01/2022	84856	SURVEYTECH TRAFFIC SURVEYS PTY LTD	TRAFFIC SURVEYS	7,293.00
27/01/2022	85103	SW PRECISION PRINT	PRINTING SERVICES	799.00
13/01/2022	84777	SW PRECISION PRINT	PRINTING SERVICES	655.00
27/01/2022	84980	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	277.75
27/01/2022	84669	SYNERGY	ELECTRICITY SUPPLIES	107,270.38
20/01/2022	84852	SYNERGY	ELECTRICITY SUPPLIES	42.03
13/01/2022	84556	TARVIA PTY LTD	CONSTRUCTION OF EAGLE BAY VIEWING PLATFORM	87,930.70
13/01/2022	84707	TARYN MARSHALL	BTTP REFUND	60.00
13/01/2022	84638	TAS'S BAKERY	CATERING	899.70
27/01/2022	84958	TAS'S BAKERY	CATERING	190.79
13/01/2022	84704	TECHVISION AUSTRALIA PTY LTD	INFORMATION AND COMMUNICATION TECHNOLOGY	4,400.00
13/01/2022	84767	TELSTRA CORPORATION	COMMUNICATION SERVICES	10,800.68
27/01/2022	85092	TELSTRA CORPORATION	COMMUNICATION SERVICES	6,138.05
13/01/2022	84641	TENDERLINK.COM	TENDER ADVERTISING	177.10
6/01/2022	84517	THE DISTRIBUTORS PERTH	GLC KIOSK SUPPLIES	921.93
13/01/2022	84735	THE DISTRIBUTORS PERTH	GLC KIOSK SUPPLIES	344.50
27/01/2022	84975	THE GOOD EGG CAFE	VENUE HIRE AND CATERING	224.00
13/01/2022	84551	THE GOOD GUYS BUSSELTION	ELECTRICAL SUPPLIES	300.00
13/01/2022	84720	THE LIONS CLUB OF VASSE INC	SUNDRY PAYMENTS	600.00
27/01/2022	84930	THE URBAN COFFEE HOUSE	CATERING	1,244.00
27/01/2022	85069	THE URBAN DEVELOPER.COM PTY LTD	ADVERTISING	6,050.00
13/01/2022	84680	THINK WATER DUNSBOROUGH	RETICULATION SERVICES	4,870.00
27/01/2022	85004	THINK WATER DUNSBOROUGH	RETICULATION SERVICES	112.48
6/01/2022	84513	THOMPSON SURVEYING CONSULTANTS	SURVEYING SERVICES	3,272.70
13/01/2022	84628	THREE CONSULTING PTY LTD	AIRLINE ENGAGEMENT CONSULTANT	8,250.00
13/01/2022	84749	TILTFOUR	TILT TRAY SERVICES	159.50
13/01/2022	84733	TIM WILSON CARPENTRY	CARPENTRY SERVICES	4,980.27
13/01/2022	84792	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	7,081.56
20/01/2022	84873	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	3,852.39
27/01/2022	85152	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	16,335.32
13/01/2022	84837	T-QUIP	MOWER PARTS & SERVICE	1,187.65
13/01/2022	84719	TRACEY KLINGNER	BOND REFUND	100.00
27/01/2022	85154	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	9,262.00
13/01/2022	84828	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	2,981.42
27/01/2022	84886	TRAFFIC FORCE	TRAFFIC MANAGEMENT SERVICES	1,459.44
13/01/2022	84573	TRANEN PTY LTD	VEGETATION REPORT	2,016.30
27/01/2022	84904	TRANEN REVEGETATION SOUTHWEST	VEGETATION REPORT	17,446.00
27/01/2022	84934	TROPHIES ON TIME	NAME BADGE SUPPLIER	110.00
13/01/2022	84608	TROPHIES ON TIME	NAME BADGE SUPPLIER	55.00
27/01/2022	84957	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	3,423.99
13/01/2022	84637	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	1,930.27
13/01/2022	84686	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	292.01
20/01/2022	84865	TUTT BRYANT HIRE	WORKSHOP SUPPLIES	4,829.79
27/01/2022	85059	TUTT BRYANT HIRE	WORKSHOP SUPPLIES	3,679.76
13/01/2022	84814	TYREPOWER BUSSELTION	PLANT TYRE SUPPLIER / REPAIRER	45.00
13/01/2022	84636	UNDALUP ASSOCIATION INC	CANVAS SIGNS	31,956.10
27/01/2022	84935	UNDERCOVERSW	LASER TAG	1,120.00
27/01/2022	85022	UNITING OUTREACH	COMMUNITY SERVICES	110.00
27/01/2022	84976	VENDORPANEL PTY LTD	MULTI PARTY EVALUATIONS	15,064.50
13/01/2022	84709	VERONIQUE GARCIA-MURMANE	BTTP REFUND	60.00
6/01/2022	84527	W.A. HINO SALES & SERVICE	NEW TRUCK	98,461.43
13/01/2022	84787	W.A. HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	147.06
27/01/2022	85114	W.A. HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	61.75
6/01/2022	84530	WA ELECTORAL COMMISSION	BOND REFUND / ELECTION EXPENSES	133,668.47
13/01/2022	84570	WA EXTERNAL SOLUTIONS	GUTTER MAINTENANCE	495.00
20/01/2022	84841	WA NEWSPAPERS LIMITED	ADVERTISING SERVICES	3,801.06
13/01/2022	84583	WA NEWSPAPERS LIMITED	ADVERTISING SERVICES	351.09
27/01/2022	85140	WA RANGERS ASSOCIATION	MEMBERSHIP FEES	400.00
13/01/2022	84542	WA SHIRE COUNCILS	UNION FEES	297.26
27/01/2022	84881	WA SHIRE COUNCILS	UNION FEES	287.00
27/01/2022	84970	WA STRATA MANAGEMENT	STRATA LEVY FEES & WATER CONSUMPTION	2,706.90
13/01/2022	84654	WA STRATA MANAGEMENT	STRATA LEVY FEES & WATER CONSUMPTION	1,425.45
20/01/2022	84874	WA TREASURY CORPORATION	LOAN REPAYMENTS	103,934.88
13/01/2022	84797	WA TREASURY CORPORATION	LOAN REPAYMENTS	96,958.73
13/01/2022	84549	WALGA	WALGA TRAINING SERVICES	214.50
20/01/2022	84846	WALGA ATF LGISWA	WORKER COMPENSATION SERVICES	500.00
13/01/2022	84809	WASTE MANAGEMENT ASSOC OF AUSTRALIA	WASTE MANAGEMENT SERVICES	520.00
13/01/2022	84672	WATS MANAGEMENT PTY LTD	TRAFFIC DATA COLLECTION SERVICES	13,873.20
20/01/2022	84842	WAVES ENVIRONMENTAL PTY LTD	BUSSELTION GROUNDWATER INVESTIGATION	10,092.50
13/01/2022	84635	WELL DONE INTERNATIONAL PTY LTD	AFTERHOURS CALL CENTRE SERVICE	2,858.90
27/01/2022	84996	WENDY CLUTTERBUCK	STAFF REIMBURSEMENT	218.00
13/01/2022	84780	WESFARMERS - BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	123.60
27/01/2022	85110	WEST OF LINEMARKING	LINE MARKING SERVICES	4,101.90
27/01/2022	84994	WESTBOOKS	LIBRARY RESOURCES	784.12
13/01/2022	84613	WESTERN IRRIGATION PTY LTD	BORE AND IRRIGATION SERVICES	1,815.00
27/01/2022	85113	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	312.15
13/01/2022	84786	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	4,645.24
13/01/2022	84588	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	165.00
27/01/2022	84915	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	165.00
27/01/2022	85013	WHITNEY CONSULTING	BUSINESS CASE DEVELOPMENT - BPACC	15,356.00
27/01/2022	84992	WHO'S ON LOCATION LIMITED	ELECTRONIC VISITOR MANAGEMENT SYSTEM	70.00
27/01/2022	84967	WIN MCGILL	ART SALES	31.50
27/01/2022	85094	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	263.21
6/01/2022	84524	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	162.93
6/01/2022	84497	WOODY NOOK WINES PTY LTD	CATERING	2,411.00
13/01/2022	84790	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	3,363.00
20/01/2022	84872	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	1,530.00
27/01/2022	85116	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	985.00
13/01/2022	84602	WORK METRICS	HEALTH AND SAFETY SOFTWARE	187.00



LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

<b>CHEQUE PAYMENTS</b>		119121 - 119145	79,634.00
<b>ELECTRONIC TRANSFER PAYMENTS</b>		EF78496 - EF78517	5,813,050.95
<b>TRUST ACCOUNT</b>		CHEQUE # 7584 - EF784535 - EF784536	48,321.89
<b>PAYROLL PAYMENTS</b>		01.01.22 - 31.01.22	1,692,968.11
<b>INTERNAL PAYMENT VOUCHERS</b>		DD004727 - DD004756	148,125.83
			<b>7,782,130.78</b>

20/01/2022	84875	WR AND WD EVANS	TURF / KERBING SERVICES	660.00
19/01/2022	84817	WREN OIL	WASTE OIL SERVICES	33.00
19/01/2022	84806	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	1,045.39
6/01/2022	84529	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	61.55
19/01/2022	84617	YAHAVA KOFFEE WORKS WHOLESALE	CATERING	400.00
20/01/2022	84845	YAHAVA KOFFEE WORKS WHOLESALE	CATERING	378.00
27/01/2022	84943	YAHAVA KOFFEE WORKS WHOLESALE	CATERING	378.00
19/01/2022	84788	YALLINGUP COASTAL BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	185.23
27/01/2022	85006	YELLERION LIQUID WASTE	LIQUID WASTE REMOVAL	1,937.10
19/01/2022	84773	ZIFORM PTY LTD	PRINTING SERVICES	2,893.11
				<b>5,813,050.95</b>

TRUST PAYMENTS JANUARY 2022				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
12/01/2022	7584	CITY OF BUSSELTION	BUILDING SERVICES LEVY	802.25
12/01/2022	84536	CONSTRUCTION TRAINING FUND	CTR LEVY	3,764.73
12/01/2022	84535	DEPARTMENT OF MINES, INDUSTRY REGULATION	BUILDING SERVICES LEVY	43,754.91
				<b>48,321.89</b>

DIRECT DEBIT PAYMENTS JANUARY 2022				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
1/01/2022	4727	ANZ BANK	BANK FEES	311.52
1/01/2022	4728	ANZ BANK	BANK FEES	205.16
5/01/2022	4729	CAVES RD 1676 P/L	REFUND DA21/0643.01	295.00
10/01/2022	4730	N BOWMAN	REFUND DA21/1054	147.00
10/01/2022	4730	U MAJOR	REFUND PA21/0058	78.00
10/01/2022	4730	MARMAX P/L	REFUND DA21/1054	288.00
10/01/2022	4730	D SEMPLE	REFUND OF RATE OVERPAYMENT	1,379.00
10/01/2022	4730	R BARKER	REFUND OF RATE OVERPAYMENT	414.31
10/01/2022	4730	R HARVEY	REFUND OF RATE OVERPAYMENT	2,675.85
10/01/2022	4730	T TAYLOR	REFUND OF RATE OVERPAYMENT	1,600.00
10/01/2022	4730	T DOE	REFUND OF RATE OVERPAYMENT	17,998.85
10/01/2022	4730	N BOWMAN	REFUND OF RATE OVERPAYMENT	147.00
10/01/2022	4730	J BARRETT	REFUND OF RATE OVERPAYMENT	147.00
12/01/2022	4731	KERYGMA P/L	REFUND OF RATE OVERPAYMENT	945.82
5/01/2022	4732	K JOHNSTON	REFUND OF ANIMAL TRAP BOND	102.00
7/01/2022	4733	P KELLERHER	REFUND OF ANIMAL TRAP BOND	102.00
11/01/2022	4734	C CHOWARD	REFUND OF ANIMAL TRAP BOND	102.00
4/01/2022	4735	LES MILLS ASIA PACIFIC	CONTRACT FEES	504.19
4/01/2022	4736	ANZ BANK	BANK FEES	15.25
4/01/2022	4737	LES MILLS ASIA PACIFIC	CONTRACT FEES	605.03
19/01/2022	4738	J SHEEHAN	REFUND OF RATE OVERPAYMENT	437.00
15/01/2022	4738	JUST PROPERTY MANAGEMENT	REFUND OF RATE OVERPAYMENT	504.00
19/01/2022	4738	W PILGRIM	REFUND OF RATE OVERPAYMENT	722.17
19/01/2022	4738	V GALLAGHER	REFUND OF RATE OVERPAYMENT	626.61
19/01/2022	4738	JUST PROPERTY MANAGEMENT	REFUND OF RATE OVERPAYMENT	504.00
19/01/2022	4738	D RUMLEY	REFUND OF RATE OVERPAYMENT	635.34
17/01/2022	4739	A FLOATE	REFUND OF RATE OVERPAYMENT	578.96
19/01/2022	4740	E MACAULAY	REFUND OF HALL & KEY DEPOSITS	100.00
31/12/2021	4741	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL SERVICES	87,300.56
20/01/2022	4742	M GREEN	REFUND OF RATE OVERPAYMENT	48.15
20/01/2022	4742	PEEL TCE PTY LTD	REFUND OF RATE OVERPAYMENT	3,848.97
20/01/2022	4742	E REYNOLDS	REFUND OF RATE OVERPAYMENT	12.00
17/01/2022	4743	H JOHNSTON	REFUND OF ANIMAL TRAP BOND	102.00
20/01/2022	4744	H REID	REFUND OF ANIMAL TRAP BOND	102.00
20/01/2022	4745	REEF PROPERTY INVESTMENTS PTY LTD	REFUND OF RATE OVERPAYMENT	2,720.90
24/01/2022	4746	RICHARD NORRISH	REFUND DA21/0687	147.00
4/01/2022	4747	COMMONWEALTH BANK	BANK FEES	448.44
11/01/2022	4748	ANZ BANK	BANK FEES	306.19
11/01/2022	4749	ANZ BANK	BANK FEES	2,514.09
11/01/2022	4750	ANZ BANK	BANK FEES	862.39
11/01/2022	4751	ANZ BANK	BANK FEES	179.81
17/01/2022	4752	COMMONWEALTH BANK	BANK FEES	76.28
25/01/2022	4753	LAMOTTE	REFUND OF ANIMAL TRAP BOND	102.00
25/01/2022	4754	J PARS	REFUND OF RATE OVERPAYMENT	504.00
25/01/2022	4754	TB ASSET PTY LTD	REFUND OF RATE OVERPAYMENT	2,582.66
4/01/2022	4755	ANZ BANK	BANK FEES	6,024.41
7/01/2022	4756	ANZ BANK - VISA CARD	CREDIT CARD PAYMENT	7,972.90
		SPICE ODYSSEY	FIRE BRIGADE CATERING	287.00
		BOXED INDULGENCE	LEAVING GIFT FOR JENNIFER LIBBY-JACKSON	143.75
		THE ICONIC	FAREWELL GIFT SHANNON PETTINGELL	300.00
		OCHE HEALTH MEDICAL CENTRE	PREMEDICAL - NICHOLAS COOPER	193.60
		VISTA PRINT	SELF INKING STAMPS	44.18
		AUSTRALIA WIDE TAXATION PAYROLL TRAINING	PAYROLL TRAINING MANUAL	295.00
		GO DADDY	WEB HOSTING	147.24
		GO DADDY	WEB HOSTING	371.10
		GO DADDY	WEB HOSTING	195.60
		APPLE.COM	ICLOUD - M ARCHER	4.49
		ZOOM	MONTHLY LICENCE	475.70
		TELSTRA	INTERNET M ARCHER	90.00
		YAROOMS	ANNUAL SUBSCRIPTION	940.59
		SANCTUARY GOLF RESORT	CEO MEETING	35.70
		ESPLANADE HOTEL	SMG CHRISTMAS LUNCH	254.80
		WESTERN GROWERS	MEETING CATERING	417.00
		BMX STORE	PRIZES FOR BMX JAM	294.88
		DOMINOS	YOUTH CATERING	100.00
		MRBTA	MEMBER MINGLE	50.00
		FACEBOOK	ADS - ARTGEO & GLC	330.75
		DEPUTY	DIGITAL VOLUNTEER ROSTER ART GEO	111.27
		DOMINOS	YOUTH CATERING	100.90
		COLES	CATERING - MCD TRAINING WORKSHOP	60.00
		SENDGIRD	CUSTOMER RETENTION PROGRAM - GLC	22.02
		SAI GLOBAL	AUSTRALIAN STANDARD	284.88
		DOMINOS	YOUTH CATERING	97.35
		MAILCHIMP	MARKETING - LIBRARY	84.84
		MESSAGE MEDIA	GLC	91.08
		SW REGIONAL FUTURES	LAUNCH SUNDOWNER X 2	44.00
		FACEBOOK	ADS - ART GEO	56.65
		SPOTIFY	MUSIC FOR YOUTH EVENTS	18.99





LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF JANUARY 2022

CHEQUE PAYMENTS	119121 - 119145	79,634.00
ELECTRONIC TRANSFER PAYMENTS	EFT84496 - EFT85167	5,813,050.95
TRUST ACCOUNT	CHEQUE # 7584 - EFT84535 - EFT84536	48,321.89
PAYROLL PAYMENTS	01.01.22 - 31.01.22	1,692,998.11
INTERNAL PAYMENT VOUCHERS	DD004727 - DD004756	148,125.83
		<b>7,782,130.78</b>

BAKED	MEETING CATERING	29.90
SHELTER	DINNER - CEO, COUNCILLORS AND DIRECTORS	513.20
APPLE.COM	I CLOUD O DABBY	4.49
BAKED	EHO & EVENTS WORKSHOP	108.00
WOOLWORTHS	FAREWELL GIFT - ALLANAH	111.90
WEST AUSTRALIAN NEWSPAPER	SUBSCRIPTION	28.00
LUMA SKIN VOUCHER	FAREWELL GIFT - CATHY BURTON	100.00
MAILCHIMP	ELECTRONIC NEWSLETTER	408.75
CPA	MEMBERSHIP - P SHERIDAN	745.00

## 16.1 ARTGEO RESIDENT ARTIST STUDIO 2 LEASE

<b>STRATEGIC THEME</b>	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing
<b>STRATEGIC PRIORITY</b>	2.5 Facilitate events and cultural experiences that provide social connection.
<b>SUBJECT INDEX</b>	Agreements/Contracts
<b>BUSINESS UNIT</b>	Corporate Services
<b>REPORTING OFFICER</b>	Senior Leasing and Property Officer - Ann Strang
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Contractual: To enter into a contract e.g. a lease or the award of a tender etc.
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Old Courthouse and Studio Plan  

The officer recommendation was moved and carried.

### COUNCIL DECISION

**C2203/064**

Moved Councillor A Ryan, seconded Councillor M Love

**That the Council authorise the CEO to:**

1. give local public notice for a period of 14 days of the proposed disposition of property (by way of lease) as outlined in this report in accordance with Section 3.58 of the Local Government Act 1995.
2. to enter into a lease agreement, subject to there being no material objections as a result of (1) above, with Gerald Ashcroft for the occupation of Studio 2, on a portion of Reserve 35361, being Lot 453, Deposited Plan 194423, Volume LR3115 Folio 243, 4 – 6 Queen Street, Busselton as shown on Attachment A, subject to the terms and conditions of the lease including the following:
  - a) term of 2 years commencing 17 May 2022;
  - b) annual rent to commence at \$3,846.00 inclusive of GST and water and electricity;
  - c) rent to be reviewed on each anniversary by CPI;
  - d) the tenant to be responsible for telephone and internet consumption charges applied to the leased premises;
  - e) the retail sale of items by the tenant to be prohibited from the Studio and the requirement for any sales to be transacted through the ArtGeo Courthouse; and
  - f) other terms and conditions appropriate to the use of the Studio.

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council authorise the CEO to:

1. give local public notice for a period of 14 days of the proposed disposition of property (by way of lease) as outlined in this report in accordance with Section 3.58 of the Local Government Act 1995.
2. to enter into a lease agreement, subject to there being no material objections as a result of (1) above, with Gerald Ashcroft for the occupation of Studio 2, on a portion of Reserve 35361, being Lot 453, Deposited Plan 194423, Volume LR3115 Folio 243, 4 – 6 Queen Street, Busselton as shown on Attachment A, subject to the terms and conditions of the lease including the following:
  - a) term of 2 years commencing 17 May 2022;
  - b) annual rent to commence at \$3,846.00 inclusive of GST and water and electricity;
  - c) rent to be reviewed on each anniversary by CPI;
  - d) the tenant to be responsible for telephone and internet consumption charges applied to the leased premises;
  - e) the retail sale of items by the tenant to be prohibited from the Studio and the requirement for any sales to be transacted through the ArtGeo Courthouse; and
  - f) other terms and conditions appropriate to the use of the Studio.

**EXECUTIVE SUMMARY**

The old Stables located at the rear of the Old Courthouse Courtyard within the ArtGeo Cultural Complex have been used as artists' studios since the 1980's. Leases have been granted in the past for terms of up to twelve months to encourage turnover of the spaces and the growth and diversity of arts practiced within the Complex. The current lease expires on the 16 May 2022.

The purpose of this report is to seek Council approval to offer a new lease to the current tenant subject to approval of the Minister for Lands and compliance with section 3.58 of the *Local Government Act 1995* (LGA).

**BACKGROUND**

The studios are located at the rear of the courtyard in the old Stables and form part of the Old Courthouse buildings. The Old Courthouse is located at Lot 361, Queen Street Busselton and the stables and courtyard on Lot 453 which is crown land vested with the City for the purpose of "Community and Cultural Purposes".

Various arrangements have been in place over the years for hire or lease of these spaces by artists. When the leases over studio 1 and 2 expired in March 2021, studio 1 became vacant and the tenant of Studio 2 remained in occupation on a holding over provision for a further month until the 30 April 2021.

In February 2021, the City called for Expressions of Interest (EOI) from artists seeking studio space for a period of up to twelve months. Only one formal submission was received from Gerald Ashcroft.

On the 28 April 2021, the Council resolved C2104/073 to enter into a lease with Gerald Ashcroft for studio 2 for a term of 12 months commencing on 17 May 2021. This lease expires on the 16 May 2022 and the tenant wishes to remain in occupation for a further two years.

**OFFICER COMMENT**

Mr Ashcroft has used the studio space to develop and paint larger works in oils acrylics and mixed media. The space offering the flexibility to incorporate the use of a studio easel to paint on pre-stretched canvases and also rolling out custom sized pieces of canvas on the studio floor.

The diversity of landscape and abstract paintings on view has been attractive to visitors to the Complex and to other local artists that discuss with him the particular methods of approach and techniques used.

Mr Ashcroft wishes to enter into a new lease for a longer term to continue this work in the studio 2. Studio 1 is being utilised by the Artgeo staff for administration purposes and the City's art collection is being maintained and conserved in studio 3 during construction of the Busselton Performing Arts & Convention Centre (BPACC). Maintaining an artist in studio 2 to attract visitors throughout the BPACC construction is a desirable outcome.

It is proposed that the City enter into a lease with Mr Ashcroft for a term of 2 years on the same terms and conditions as the current lease, other than an increase in rent and a CPI review being undertaken on the first anniversary.

The existing lease provides that the tenant must not operate a retail business from the studio. However the tenant may sell artwork through the Courthouse.

A current valuation of Studio 2 was conducted on the 10 February 2022. It is proposed that the annual rent commence at \$3,846.00 inclusive of GST (an increase of \$206.00 per annum on the current rent), payable by monthly instalments of \$320.50 including GST. Water and electricity are not separately metered and has been taken into account in the rental value.

**Statutory Environment**

When disposing of property whether by sale, lease or other means, a local government is bound by section 3.58 of the *Local Government Act 1995* (LGA) which requires giving local public notice when disposing of property.

A local government is compliant with the LGA if the procedure under section 3.58(3) is followed.

This requires the publishing of local public notice of the proposed disposition which describes the property concerned, gives details of the proposal and invites submissions to be made before a specified date, not less than two weeks after the notice is first given. Any submissions received before the date specified in the notice must be considered.

Section 3.58(4) of the LGA requires that the disposition includes either a valuation not more than six months old or a declaration by resolution that a valuation older than 6 months is considered a true indication of the value at the time of the disposition. A valuation was completed on 10 February 2022.

The land on which the Studios are located is within Reserve 35361, Lot 453, Deposited Plan 194423, Volume LR3115 Folio 243, being Crown Land for the designated purpose of Community and Cultural. The City is the management body under Management Order J453422. The City has the power to lease or licence for periods up to 21 years, subject to the consent of the Minister for Lands. This Management Order is currently under review by the Department of Planning, Lands and Heritage (DPLH), the change will have no impact on the proposed lease.

Under Section 18(2) of the *Land Administration Act 1997*, approval of the Minister for Lands is required for a lease on a Crown Reserve.

**Relevant Plans and Policies**

The officer recommendation aligns to the Business Plan for operation of the Artgeo Cultural Complex and the draft Busselton Cultural Precinct Masterplan.

**Financial Implications**

Income from the rent payments have been factored into future draft budget considerations.

**Stakeholder Consultation**

City Staff have kept the proponent informed about the BPACC project and the potential for the works to impact on visitation to the studio during this time.

**Risk Assessment**

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

**Options**

Council can resolve not to enter into a lease with Mr Ashcroft and advertise the studio for lease.

**CONCLUSION**

We anticipate that Mr Ashcroft's presence will help to grow visitation, participation in the arts and enliven the general area throughout the BPACC development. It is recommended that the new lease be supported.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Subject to their being no submissions from the s3.58 advertising and obtaining the consent of the Minister for Lands a lease would be entered into on or before 17 May 2022.





## ArtGeo





**17.1 COUNCILLORS' INFORMATION BULLETIN**

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Councillors' Information Bulletin
<b>BUSINESS UNIT</b>	Executive Services
<b>REPORTING OFFICER</b>	Reporting Officers - Various
<b>AUTHORISING OFFICER</b>	Chief Executive Officer - Mike Archer
<b>NATURE OF DECISION</b>	Noting: The item is simply for information purposes and noting
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A Letter from Hon. Amber-Jade Sanderson MLA  

The officer recommendation was moved and carried.

**COUNCIL DECISION**

**C2203/065** Moved Councillor A Ryan, seconded Councillor M Love

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

- 17.1.1 Minor Donations Program**
- 17.1.2 Current Active Tenders**
- 17.1.3 Letter from Hon. Amber-Jade Sanderson MLA**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

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

- 17.1.1 Minor Donations Program
- 17.1.2 Current Active Tenders
- 17.1.3 Letter from Hon. Amber-Jade Sanderson MLA

**EXECUTIVE SUMMARY**

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

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

**INFORMATION BULLETIN****17.1.1 Minor Donations Program**

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

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

One application was approved in February 2022, totalling \$330, as outlined below:

Recipient	Purpose	Amount
Our Lady of the Cape Parents and Friends Organisation	Our Lady of the Cape P&F will host an Art Exhibition at the Yallingup Hall in June 2022, showcasing South West Artists, as a fundraiser.	\$330

### 17.1.2 Current Active Tenders

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

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

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

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

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

#### RFT 01/22 CONCRETE CRUSHING SERVICES

- Requirements – a suitable Contractor to crush the brick and concrete waste pile at Dunsborough Waste Facility to produce drainage aggregate.
- A request for tender was advertised on 12 March 2022, closing 12 April 2022.
- The value of the contract is expected to fall within the CEO's delegated power for accepting tenders.

### 17.1.3 Letter from Hon. Amber-Jade Sanderson MLA

This letter acknowledges the City's letter on 14 January 2022 requesting an extension to the mandatory vaccination deadlines for critical business workers, and explains the State Government's response to the situation.

See Attachment A.



**Hon Amber-Jade Sanderson MLA  
Minister for Health; Mental Health**

---

Our Ref: 76-09139

Mr Grant Henley  
Emma.Heys@busselton.wa.gov.au

Dear Mr Henley

Thank you for your letter of 14 January 2022 to the Premier requesting an extension to the mandatory vaccination deadlines for critical business workers. The Premier forwarded your correspondence to the Minister for Health who has asked me to respond to you on her behalf.

The impact of mandatory COVID-19 vaccinations on affected businesses and employees is acknowledged and it is very regrettable that despite factual, independent and peer-reviewed evidence provided by the authorities, that a level of vaccination hesitation remains, which may jeopardise careers and place stress on businesses.

The State Government has had to make some difficult decisions during these challenging times. They are certainly not made to be punitive, but to protect the lives, health and well-being of all Western Australians. Policy measures regarding COVID-19 vaccination are underpinned by a commitment to protect those who are most vulnerable, including the elderly and those who are most at-risk.

Thank you for bringing this matter to the Minister's attention.

Kind regards



A handwritten signature in black ink, appearing to read 'Stacey Hearn'.

Stacey Hearn  
**CHIEF OF STAFF**

28 FEB 2022

### ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)

#### 12.1 Audit and Risk Committee - 2/3/2022 - 2021 ANNUAL COMPLIANCE AUDIT RETURN

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Compliance Audit Return
<b>BUSINESS UNIT</b>	Governance Services
<b>REPORTING OFFICER</b>	Governance Coordinator - Emma Heys
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Legislative: adoption of “legislative documents” such as local laws, local planning schemes and local planning policies
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A 2021 Compliance Audit Return - City of Busselton Responses  

This item was considered by the Audit and Risk Committee at its meeting on 2/3/2022, the recommendations from which have been included in this report.

The committee recommendation was moved and carried.

#### COUNCIL DECISION

**C2203/066** Moved Councillor P Carter, seconded Councillor P Cronin

**That the Council, having received the 2021 Compliance Audit Return (Attachment A),**

- 1. adopt the 2021 Compliance Audit Return; and**
- 2. authorises the Mayor and Chief Executive Officer to sign in joint the Certificate.**

**CARRIED 8/1**

**BY ABSOLUTE MAJORITY**

**FOR: CR HENLEY, CR CARTER, CR RICHARDS, CR COX, CR CRONIN, CR RICCELLI, CR LOVE, CR PAINE**

**AGAINST: CR RYAN**

#### OFFICER RECOMMENDATION

That the Council, having received the 2021 Compliance Audit Return (Attachment A),

1. adopt the 2021 Compliance Audit Return; and
2. authorises the Mayor and Chief Executive Officer to sign in joint the Certificate.

#### **EXECUTIVE SUMMARY**

The Compliance Audit Return (CAR) is a statutory reporting tool that evaluates the City's compliance with targeted sections of the *Local Government Act 1995* (the Act) during the period 1 January 2021 to 31 December 2021.

The City has completed the 2021 CAR and it is included in this report (Attachment A) for the Audit & Risk Committee's consideration. The 2021 CAR is recommended for adoption by Council, after which it will be lodged, as required, with the Department of Local Government, Sport and Cultural Industries (the Department) by 31 March 2022.

## BACKGROUND

Between 1 January 2022 and 31 March 2022, local governments are required to carry out an audit of compliance covering the period 1 January 2021 to 31 December 2021. The City's responses to the 2021 CAR are to be reviewed by the Audit & Risk Committee and then recommended to Council for adoption. The certified CAR, together with an extract of the Council Minutes of the meeting in which the 2021 CAR is adopted, will be lodged with the Department via the online SmartHub portal by 31 March 2022.

## OFFICER COMMENT

In completing the 2021 CAR, relevant officers have undertaken an audit of the City's activities, practices and procedures in line with the Act and associated Regulations.

The Audit results are summarised in the Table below:

Compliance Area	Number of Questions	Compliance
Commercial Enterprises by Local Government	5	100%
Delegation of Power/Duty	13	100%
Disclosures of Interest	25	99%
Disposal of Property	2	100%
Elections	3	100%
Finance	7	100%
Integrated Planning and Reporting	3	100%
Local Government Employees	6	100%
Official Conduct	3	100%
Tenders for Providing Goods and Services	22	100%
Optional Questions	9	100%

### Disclosures of Interest

Due to an employee transitioning between fixed and permanent roles within the same business unit, an administrative oversight occurred and the employee was not provided with a Primary Return within the required time. Once this error was identified, the Primary Return was provided to the employee, who completed it immediately. This is therefore not a breach by the employee, but an administrative oversight.

The administrative process for identifying employees who are required to submit a Primary Return has now been strengthened, with a monthly audit of the appointments notifications against the delegations register and Primary/Annual Returns register.

Overall, the 2021 CAR represents a high level of compliance by the City.

### **Statutory Environment**

Section 7.13 of the *Local Government Act 1995* provides for the making of Regulations in regards to Audits.

Regulation 13 of the *Local Government (Audit) Regulations 1996* prescribes the statutory requirements for the compliance audit.

Regulations 14 and 15 state the following:

14. *Compliance audits by local governments*
  - (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
  - (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
  - (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
  - (3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be –*
    - (a) presented to council at a meeting of the council; and*
    - (b) adopted by council; and*
    - (c) recorded in the minutes of the meeting at which it is adopted.*
15. *Certified copy of compliance audit return and other documents to be given to Departmental CEO*
  - (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with-*
    - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
    - (b) any additional information explaining or qualifying the compliance audit,*  
*Is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.*
  - (2) *In this regulation – **certified** in relation to a compliance audit return means signed by –*
    - (a) the mayor or president; and*
    - (b) the CEO.*

### **Relevant Plans and Policies**

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

### **Financial Implications**

There are no financial implications associated with the officer recommendation.

### **Stakeholder Consultation**

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

**Risk Assessment**

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

**Options**

As an alternative to the proposed recommendation the Council may choose to request further information from officers prior to adopting the 2021 CAR. It is however a statutory requirement that the 2021 CAR is endorsed by Council and submitted to the Department prior to 31 March 2022.

**CONCLUSION**

It is recommended that the Council adopts the 2021 CAR for submission to the Department prior to 31 March 2022.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The 2021 CAR will be lodged with the Department prior to 31 March 2022.

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return

Department of  
Local Government, Sport  
and Cultural Industries**Busselton - Compliance Audit Return 2021**

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2021?	Not applicable	No major trading undertaking occurred in 2021	Director, Finance and Corporate Services
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2021?	Not applicable	No major land transaction occurred in 2021	Director, Finance and Corporate Services
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2021?	Not applicable	No land transactions occurred in 2021	Director, Finance and Corporate Services
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2021?	Not applicable	No land undertakings or transactions occurred in 2021	Director, Finance and Corporate Services
5	s3.59(5)	During 2021, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Not applicable	No land undertakings or transactions occurred in 2021	Director, Finance and Corporate Services



Department of Local Government, Sport and Cultural Industries - Compliance Audit Return

Department of  
Local Government, Sport  
and Cultural Industries**Busselton - Compliance Audit Return 2021**

<b>Delegation of Power/Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16	Were all delegations to committees resolved by absolute majority?	YES		Manager Governance and Corporate Services
2	s5.16	Were all delegations to committees in writing?	YES		Manager Governance and Corporate Services
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	YES		Manager Governance and Corporate Services
4	s5.18	Were all delegations to committees recorded in a register of delegations?	YES		Manager Governance and Corporate Services
5	s5.18	Has council reviewed delegations to its committees in the 2020/2021 financial year?	YES	Ordinary Meeting of Council, 27 January 2021, C2101/010	Manager Governance and Corporate Services
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	YES		Manager Governance and Corporate Services
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	YES	Ordinary Meeting of Council, 13 October 2021, C2110/057	Manager Governance and Corporate Services
8	s5.42(2)	Were all delegations to the CEO in writing?	YES		Manager Governance and Corporate Services
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	YES		Manager Governance and Corporate Services
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	YES	Ordinary Meeting of Council, 13 October 2021, C2110/057	Manager Governance and Corporate Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	YES		Manager Governance and Corporate Services
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2020/2021 financial year?	YES	Ordinary Meeting of Council, 27 January 2021, C2101/010	Manager Governance and Corporate Services
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	YES		Manager Governance and Corporate Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

**Busselton - Compliance Audit Return 2021**

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	YES		Manager Governance and Corporate Services
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	YES		Manager Governance and Corporate Services
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	YES		Manager Governance and Corporate Services
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	YES		Manager Governance and Corporate Services
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2021?	NO	Administrative oversight that has now been corrected. Further details are contained within the Council report.	Manager Governance and Corporate Services
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	YES		Manager Governance and Corporate Services
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	YES		Manager Governance and Corporate Services
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained	YES		Manager Governance and

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

		a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?		Corporate Services
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	YES	Manager Governance and Corporate Services
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	YES	Manager Governance and Corporate Services
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	YES	Manager Governance and Corporate Services
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	YES	Manager Governance and Corporate Services
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	YES	Manager Governance and Corporate Services
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	YES	Manager Governance and Corporate Services
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?*	YES	Manager Governance and Corporate Services
		*Question not applicable after 2 Feb 2021		
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct	YES	Manager Governance and

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

		Reg 11(2) was the nature of the interest recorded in the minutes?*		Corporate Services
		*Question not applicable after 2 Feb 2021		
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	YES	Manager Governance and Corporate Services
18	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	Not applicable	Manager Governance and Corporate Services
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	Not applicable	Manager Governance and Corporate Services
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?*	YES	Manager Governance and Corporate Services
		*Question not applicable after 2 Feb 2021		
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?*	YES	Manager Governance and Corporate Services
		*Question not applicable after 2 Feb 2021		
22	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	YES	Ordinary Meeting of Council, 28 April 2021, C2104/082 Manager Governance and Corporate Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

23	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4)?	Not applicable	Council did not adopt additional requirements to the model code of conduct	Manager Governance and Corporate Services
24	s5.104(7)	Did the CEO publish an up-to-date version of the adopted code of conduct on the local government's website?	YES		Manager Governance and Corporate Services
25	s5.51A(1) & (3)	Did the CEO prepare, and implement and publish an up-to-date version on the local government's website, a code of conduct to be observed by employees of the local government?	YES	Endorsed by CEO and published to the City's website 24 May 2021	Manager Governance and Corporate Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

**Busselton - Compliance Audit Return 2021**

Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	YES		Manager, Property and Legal Services
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	YES		Manager, Property and Legal Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

### Busselton - Compliance Audit Return 2021

Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	YES		Manager, Governance and Corporate Services
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	Not applicable	No disclosures were received from unsuccessful candidates or a successful candidate that completed their term	Manager, Governance and Corporate Services
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	YES		Manager, Governance and Corporate Services



Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

**Busselton - Compliance Audit Return 2021**

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	YES	Audit and Risk Committee was established and membership appointed at the Special Council Meeting, 18 October 2021 - C2110/065	Manager Financial Services
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	YES	Terms of Reference for the Audit and Risk Committee were endorsed, Ordinary Council Meeting 8 September 2021, C2109/201	Manager Financial Services
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2021 received by the local government by 31 December 2021?	YES	Council received the Auditors Report, Ordinary Council Meeting 8 December 2021, C2110/110	Manager Financial Services
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	YES	Actions are on-going and are planned to be completed by 30 <sup>th</sup> June 2022	Manager Financial Services
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	No matters were identified as significant	Manager Financial Services
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did	YES		Manager Financial Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

		the CEO publish a copy of the report on the local government's official website?	
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	YES  Manager Financial Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return

Department of  
Local Government, Sport  
and Cultural Industries**Busselton - Compliance Audit Return 2021**

Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	YES	Ordinary Council Meeting 9 June 2021, C2106/118	Manager Governance and Corporate Services
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	YES	Ordinary Council Meeting 11 August 2021, C2108/167	Manager Governance and Corporate Services
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	YES		Manager Governance and Corporate Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return

Department of  
Local Government, Sport  
and Cultural Industries**Busselton - Compliance Audit Return 2021**

Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	Not applicable	The City did not recruit a CEO in this period	Manager Governance and Corporate Services
2	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	Not applicable	The City did not recruit a CEO or Senior Employee in this period	Manager Governance and Corporate Services
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	Not applicable	The City did not recruit a CEO in this period	Manager Governance and Corporate Services
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	Not applicable	The City did not recruit a CEO in this period	Manager Governance and Corporate Services
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Not applicable	The City did not recruit or dismiss a Senior Employee during this period	Manager Governance and Corporate Services
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	Not applicable	The City did not recruit or dismiss a Senior Employee during this period	Manager Governance and Corporate Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

### Busselton - Compliance Audit Return 2021

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	YES		Director Finance and Corporate Services
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)? Does the complaints register include all information required by section 5.121(2)?	YES		Director Finance and Corporate Services
3	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	YES		Director Finance and Corporate Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return

Department of  
Local Government, Sport  
and Cultural Industries**Busselton - Compliance Audit Return 2021**

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy [adopted under F&G Reg 11A(1) & (3)] in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	YES		Manager, Legal and Property Services
2	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	YES		Manager, Legal and Property Services
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	YES		Manager, Legal and Property Services
4	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	Not Applicable	The City did not enter into multiple contracts	Manager, Legal and Property Services
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	YES		Manager, Legal and Property Services
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	YES		Manager, Legal and Property Services
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders	YES		Manager, Legal and Property Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return

Department of  
**Local Government, Sport  
and Cultural Industries**

		register available for public inspection and publish it on the local government's official website?			
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	YES	A late tender was rejected in response to RFT14/21	Manager, Legal and Property Services
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	YES		Manager, Legal and Property Services
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	YES		Manager, Legal and Property Services
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	YES		Manager, Legal and Property Services
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	YES	A late expression of interest was rejected in response to EO101/21.	Manager, Legal and Property Services
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under F&G Reg 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	YES		Manager, Legal and Property Services
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	YES		Manager, Legal and Property Services
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	YES		Manager, Legal and Property Services

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	YES	Manager, Legal and Property Services
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	YES	Manager, Legal and Property Services
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	YES	Manager, Legal and Property Services
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	Not Applicable	Manager, Legal and Property Services
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	YES	Manager, Legal and Property Services
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	YES	Manager, Legal and Property Services
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	YES	Manager, Legal and Property Services



Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
Local Government, Sport  
and Cultural Industries

**Busselton - Compliance Audit Return 2021**

Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2021? If yes, please provide the date of council's resolution to accept the report.	YES	Review endorsed by Council, 12 May 2021, C2105/093	Manager Governance and Corporate Services
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2021? If yes, please provide date of council's resolution to accept the report.	YES	Review endorsed by Council, 10 June 2020, C2006/043	Manager Governance and Corporate Services
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C?	YES		Manager Governance and Corporate Services
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	YES	Adopted 12 August 2020, C2008/076	Manager Governance and Corporate Services
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	YES		Manager Governance and Corporate Services
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a	YES	Adopted 12 August 2020, C2008/079.	Manager Governance and




Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of  
**Local Government, Sport  
and Cultural Industries**

		policy in relation to the continuing professional development of council members?	Reviewed and adopted, 25 January 2022, C2201/009	Corporate Services
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2020/2021 financial year and publish it on the local government's official website by 31 July 2021?	YES	Manager Governance and Corporate Services
8	s6.4(3)	By 30 September 2021, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2021?	YES	Manager Financial Services
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	YES	Manager Financial Services

## 12.7 Finance Committee - 9/3/2022 - 2021/22 MID-YEAR BUDGET REVIEW

<b>STRATEGIC GOAL</b>	6. LEADERSHIP Visionary, collaborative, accountable
<b>STRATEGIC OBJECTIVE</b>	6.1 Governance systems, process and practices are responsible, ethical and transparent.
<b>SUBJECT INDEX</b>	Budget Planning and Reporting
<b>BUSINESS UNIT</b>	Financial Services
<b>REPORTING OFFICER</b>	Manager Financial Services - Paul Sheridan
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Detailed Budget Review Schedule  Attachment B Financial Activity Statement YTD December 2021  Attachment C Capital Construction & Acquisition Report YTD December 2021 

This item was considered by the Finance Committee at its meeting on 9/3/2022, the recommendations from which have been included in this report.

The committee recommendation was moved and carried.

### **COUNCIL DECISION**

**C2203/067** Moved Councillor S Riccelli, seconded Councillor P Carter

**That the Council, pursuant to Regulation 33A of the Local Government (Financial Management) Regulations, adopts the 2021/22 Annual Mid-Year Budget Review as presented within this report.**

**CARRIED 9/0**

**BY ABSOLUTE MAJORITY**

### **OFFICER RECOMMENDATION**

That the Council, pursuant to Regulation 33A of the Local Government (Financial Management) Regulations, adopts the 2021/22 Annual Mid-Year Budget Review as presented within this report.

### **EXECUTIVE SUMMARY**

Between January and March in each financial year, a local government is to carry out a review of its annual budget for that year. The Council is required to consider the review submitted to it after consideration by the Finance Committee, and determine (by absolute majority) whether or not to adopt the review, any parts of the review or any recommendations made in the review within 30 days of the review being undertaken.

### **BACKGROUND**

Local governments are required to carry out an annual budget review and in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations*.

The purpose of an annual budget review is to ensure that a local government conducts a review of its financial performance at an appropriate time in the financial year. This is to identify significant budget variances and recommend remedial action as necessary, prior to the end of the financial year.

This report, based on the City's financial performance for the financial year to date as at 31 December 2021, has been compiled to fulfil the statutory reporting requirements of the *Local Government Act 1995* and associated Regulations in respect of the annual budget review process.

#### OFFICER COMMENT

The budget review process was conducted throughout January and February 2022, via a series of workshop meetings with each of the manager/coordinator groups across the entire organisation (14 in total).

This review takes into account a number of factors including what has occurred during the first six months of the fiscal year, the likely operating environment over the remaining six months under the current economic climate, and the most likely impact on the City's net current position.

The attached Detailed Budget Review Schedule (Attachment A), outlines the estimated variations from the existing amended budget position on a line by line basis, showing an estimated total positive net variance to the budgeted net current position of approximately \$1.16M.

A copy of the Financial Activity Statement YTD December 2021 ("FAS") has also been attached (Attachment B), including columns that show the net surplus / (deficit) variance totals for each Nature & Type category.

For ease of reference, the net surplus / (deficit) variance totals for each of the affected Nature & Type categories from the FAS are summarised in the table below.

Affected FAS Categories by Nature & Type	Nature & Type Code	Forecast Surplus / (Deficit) Variance to Amended Budget at Year End
<b>Revenue from Ordinary Activities</b>		<b>\$</b>
Rates	10	100,000
Operating Grants, Subsidies and Contributions	21	(52,070)
Fees & Charges	35	900,390
Other Revenue	40	166,857
Interest Earnings	45	26,544
		<b>1,141,721</b>
<b>Expenses from Ordinary Activities</b>		
Employee Costs	55	516,978
Materials & Contracts	60	882,884
Utilities (Gas, Electricity, Water etc.)	65	75,200
Insurance Expenses	85	5,700
Other Expenditure	90	5,557,209
		<b>7,037,971</b>
<b>Operating Surplus / (Loss)</b>		<b>8,179,692</b>
<b>Capital Revenue &amp; Expenditure</b>		
Non-Operating Grants, Subsidies and Contributions	26	(5,186,385)
Capital Expenditure	99	5,567,787
Proceeds from Sale of Assets	50	(3,690)
Proceeds from New Loans	N/A	(4,000,000)
Advances to Community Groups	N/A	4,000,000
Combined net Impact from reserves & restricted	N/A	(7,401,598)
<b>Net Current Position - Surplus / (Deficit)</b>		<b>1,155,806</b>

Attachment A lists the details that make up each of the lines in the table above, however some high level commentary around the most significant factors contributing to the more material variances in the table above is provided below.

**Rates**

Management forecasts an increase of rates revenue in excess of budget by \$100K, largely due to a surge in interim rating due to development activity.

**Operating Grants, Subsidies and Contributions**

The negative variance of \$52K within this category mainly relates to;

- Reimbursement - legal fees \$45K;
- Grants commission - general purpose grant (\$13)K;
- Grants commission - local roads grant \$66K;
- Reimbursement - insurance recovered (\$50)K;
- Community development grant (\$66)K;
- Hospitality worker training and marketing grant (\$100)K (see Materials and contracts for offset);
- Reimbursement – insurance recovered \$20K;

**Fees & Charges**

Of the \$900K forecast increase in fees and charges, \$773K will remain in reserves; resulting in only a \$127K impact on the net current position which is not material. Identified major variances in this category relate to the following;

- Cemetery fees \$134K;
- Swimming lessons, Program cancellations due to staff shortages (\$80)K;
- GLC Membership fees (\$80)K;
- Busselton jetty tourist park fees \$330K, (will form part of end of year reserve reconciliation);
- Airport landing and take-off fees \$260K, (will form part of end of year reserve reconciliation);
- Airport car parking income \$208K, (will form part of end of year reserve reconciliation);
- Airport screening fees (\$227)K, (will form part of end of year reserve reconciliation);
- Statutory planning development application fees \$100k;
- Waste tipping fees \$80K, (will form part of end of year reserve reconciliation);
- Unbudgeted recovery of various utilities charges from tenants/lessees of certain City facilities due to new contractual arrangements.

**Other Revenue**

The projected positive variance of \$167K is mainly due to much higher sales of scrap materials from the waste facilities. Almost all of this value (i.e. \$150K) is offset against the transfers to the waste reserve, so the impact on the Municipal net current position is negligible (i.e. \$17k).

**Interest Earnings**

The marginal increase in return on City deposits has an effect on this year's financial position in that interest earnings will achieve budget levels. Current projections are as follows:

	Budgeted	Projected	Surplus /
	June '22	June '22	(Deficit)
Overdue Payment Interest	150,000	160,000	10,000
Municipal Funds	75,000	51,648	(23,352)
Reserve Funds	125,000	164,896	39,896
Total	350,000	376,544	26,544

Original 2021/22 budget projections were conservative, hence it is anticipated that the end of year results will be achieved.

**Employee Costs**

There is an estimated net savings against budget to 30 June of approximately \$517K, with \$179K of that funded from reserves, therefore estimated net muni savings of \$338K is predicted.

**Materials & Contracts**

This category indicates a potential savings to budget of \$883K. This is reduced by the fact that a net amount of \$394K of these savings would have been funded from reserves, therefore the transfer from reserves back into muni is also reduced by this amount. This leaves a forecast net savings of \$430K.

**Utilities**

Savings of approximately \$75K are forecast due to savings on the landline charges in the main administration building, mobiles and internet, as well as forecast savings on the electricity accounts across some of the City facilities and buildings.

**Insurance Expenses**

Minor saving of \$6K is anticipated at years end for machinery break down insurance. All other insurance categories are in line with budget estimates.

**Other Expenses**

Of the \$5.557M forecast savings, \$5.492M will remain in reserves, resulting in a \$65K in variance to Net current position. Of this, \$3M relates to Busselton Jetty AUDC Contribution and \$2.3M relates to the BMRRA.

**Non-Operating Grants, Subsidies and Contributions**

It should be noted that any negative variance in this area will approximately correlate to an offsetting positive underspend variance in a capital project tied to these funding sources. Also, the non-recognition of funds already physically received means that they will remain in either a reserve or restricted asset account.

**Capital Expenditure**

The schedule of Capital Projects & Acquisitions YTD as at December 2021 (Attachment C) has been reviewed in conjunction with officers.

Of the total annual amended budget of \$65M, it is estimated that approximately \$5.6M will still be in progress come 30 June 2022, and will need to be carried forward to be re-listed (and/or re-scoped), in the 2022/23 budget.

A summary of the detailed listing in Attachment C is shown below:

Description	2021/22 Actual Spend to 30/12/21 (B)	2021/22 Amended Budget (A)	Remaining Budget (A - B)	Forecast Under / (overspend) to 30/6/22
Land	2,599	50,000	47,401	25,000
Buildings	556,330	22,752,632	22,196,302	61,485
Plant & Equipment	577,445	2,890,000	2,312,555	0
Furniture & Office Equipment	147,665	828,800	681,135	624
Roads*	2,763,348	12,523,430	9,760,082	1,337,909
Bridges**	698,230	6,849,989	6,151,759	2,218,000
Car Parks	448,262	1,960,600	1,512,338	424,280
Footpath and Cycleway	506,348	1,944,200	1,437,852	414,129
Parks, Gardens & Reserves:				
- Busselton Jetty	114,465	817,550	703,085	0
- Coastal and Boating	80,016	1,216,800	1,136,784	423,239
- Waste Services	264,329	2,292,500	2,028,171	0
- Townscapes & Vasse River	35,748	1,779,067	1,743,319	525,000
- Other P&G Infrastructure	3,442,858	8,476,925	5,034,067	110,000
Drainage	13,090	311,605	298,515	0
Airport Industrial Parks	81,197	365,084	283,887	28,120
	9,731,930	65,059,182	55,327,252	5,567,786

\* Sugarloaf Road \$1M, and Boallia Road \$400K are the two materially significant projects in this class that have been identified as being carried forward.

\*\* Timing is heavily influenced by MRWA. Bridgeworks not expected to be completed by end of year are Layman Road Bridge 3438 \$234K, Kloorup Road Bridge \$975K, and Boallia Road Bridge \$1.009M.

These carry-forwards (as identified in the table above) are entirely funded from reserves, restricted funds, grants, and where approved loan drawdowns. As such, there will be a nil impact on the net muni position at year end.

### **General Commentary**

The ongoing effects of the COVID pandemic continue to impact the City's operations. For example, the tightening of the employment market has resulted in difficulties in recruiting staff to fill vacancies, resulting in savings on salaries and wages. Conversely, rising fuel and supply prices are increasing costs.

Components of the unspent capital and operating expenditure budgets are currently being assessed for re-listing in the Council's 2021/22 draft budget, if required.

### **Statutory Environment**

Regulation 33A of the *Local Government (Financial Management) Regulations* is set out below:

#### **Regulation 33A. Review of budget**

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) the review of an annual budget for a financial year must —
  - (a) Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

- (b) Consider the local government's financial position as at the date of the review; and*
- (c) Review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council*
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

*\*Absolute majority required.*

### **Relevant Plans and Policies**

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

### **Financial Implications**

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

### **Stakeholder Consultation**

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

### **Risk Assessment**

Risk assessments have been previously completed in relation to a number of 'higher level' financial matters, including timely and accurate financial reporting to enable the Council to make fully informed financial decisions. The completion of the monthly Financial Activity Statement report is a control that assists in addressing this risk.

### **Options**

As an alternative to the proposed recommendation, the Council could not adopt the budget review report. If Council is intends to consider this option, officers can assist on the drafting of a suitable alternative motion for adoption before the statutory due date of 30 April 2022.

### **CONCLUSION**

Despite uncertainty in the current economic climate, planned and budgeted works activities, as at December 2021 for the City's overall financial performance is considered satisfactory. Projections resulting from the budget review process during January and February in consultation with all manager/co-ordinator groups across all parts of the City, indicated a potential positive impact on closing net current position as at 30 June 2022, in the order of approximately \$1.16M.

### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Officers will inform the Department of the Council's consideration by 30 April 2022.



City of Busseton  
21/22 Budget Review Summary  
Conducted January/February 2022

				Annual			Year to Date As at 31 December 2021			Positive / (Negative)		
		N&T	2021/2022 Budget (a) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(a) \$	2021/2022 YTD Budget (c) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(c) \$	Var. % (b)-(c)/(b)	Forecast Cash Impact on 21/22 Amended Budget (as at 31/12/21)	Corresponding Cash Backed Reserve/RA Impact	
											Capital	Operational
REVENUE												
Business Unit - Governance and Corporate Services												
Governance Support Services												
310	10510	1239	Operating Grants & Subsidies-Other	21	5,000	-	(5,000)	-	-	(5,000)		
Human Resources & Payroll												
320	10521	1505	Reimbursement - Conference & Training Expenses	21	-	5,315	5,315	-	5,315	100.00%	5,315	
320	10521	1532	Reimbursements - Study Assistance	21	2,150	4,688	2,538	864	4,688	81.57%	2,500	
Occupational Health & Safety												
320	10522	1549	Reimbursement - Wellness Program	21	-	3,470	3,470	-	3,470	100.00%	5,000	
Business Unit - Legal and Property Services												
Goose Cafe												
338	B1517	1523	Reimbursement - Utility Charges (Gas, Electricity, Water etc)	21	10,000	-	(10,000)	10,000	-	(10,000)	(10,000)	(10,000)
Winderup Villas Aged Housing												
339	10616	1660	Aged Housing Rental	35	272,850	144,995	(127,855)	136,428	144,995	5.91%	8,000	8,000
Locke Estate												
338	R0288	1280	Contributions - Capital Activities	26	65,000	57,000	(8,000)	61,000	57,000	(7.02%)	(8,000)	(8,000)
Business Unit - Financial Services												
Rates												
210	10150	1003	Interim Rates	10	630,850	438,813	(192,037)	357,561	438,813	81.25%	18,52%	100,000
210	10150	1203	Overdue Payment Interest	45	150,000	96,202	(53,798)	77,236	96,202	18.96%	19.71%	10,000
Rates Administration												
210	10151	1511	Reimbursement - Legal Fees (ex GST)	21	31,250	34,670	3,420	12,668	34,670	22.00%	63.46%	45,000
210	10151	1692	Settlement/Search Charges	35	36,500	25,997	(10,504)	16,552	25,997	9.44%	36.33%	12,000
Other General Purpose Funding												
210	10152	1250	Grants Commission - General Purpose Grant	21	442,628	214,742	(227,886)	221,318	214,742	(6.57%)	(3.06%)	(13,152)
210	10152	1251	Grants Commission - Local Roads Grant	21	668,068	366,966	(301,103)	334,042	366,966	32.92%	8.97%	65,847
210	10152	1260	Interest on Municipal Fund	45	75,000	25,824	(49,176)	38,269	25,824	(32.44%)	(125.64%)	(23,352)
210	10152	1263	Interest on Reserve Funds	45	125,000	79,117	(45,883)	59,169	79,117	19.94%	25.21%	39,896
Finance												
211	10200	1509	Reimbursement - Insurance Recovered	21	104,750	16,731	(88,019)	76,996	16,731	(60.26%)	(360.19%)	(50,000)
Business Unit - Information Services												
Information & Communication Technology Services												
220	10250	1239	Operating Grants & Subsidies-Other	21	-	14,074	14,074	-	14,074	100.00%	14,074	
Customer Service												
231	10360	1739	Sale of Number Plates	40	5,250	9,000	3,750	1,470	9,000	7.33%	83.67%	5,000
Busseton Cemetery												
232	10370	1680	Cemetery Fees (all F&C lines)	35	83,300	80,780	(2,420)	39,142	80,780	41.63%	106.38%	80,000
Dunsborough Cemetery												
232	10372	1680	Cemetery Fees (all F&C lines)	35	11,050	33,056	22,006	5,212	33,056	27.84%	534.23%	54,000
Business Unit - Events and Cultural Services												
Busseton Library												
233	10380	1536	Reimbursement - Parenting Leave Payments	21	-	13,906	13,906	-	13,906	100.00%	13,906	
233	10380	1647	Book Sale Income	35	9,400	981	(8,419)	4,700	981	(3.719)	(379.23%)	(4,400)
Cultural Events												
330	10557	1300	Contributions - Operating Activities	21	5,100	-	(5,100)	-	-	-	(5,100)	
330	10557	1629	Other Income	35	3,650	-	(3,650)	-	-	-	(3,650)	
Business Unit - Community and Recreation Services												
Recreation Administration												
332	10540	1299	Contributions - Developer Funds and Grants Utilised	26	102,500	-	(102,500)	51,250	-	(51,250)	(67,500)	(67,500)
Club Development												
332	10542	1239	Operating Grants & Subsidies-Other	21	30,000	-	(30,000)	15,000	-	(15,000)	30,000	
Community Development												
332	10543	1239	Operating Grants & Subsidies-Other	21	120,000	-	(120,000)	60,000	-	(60,000)	(66,010)	
Naturaliste Community Centre												
336	10590	1221	Capital Grants-Other (Federal)	26	93,400	-	(93,400)	46,700	-	(46,700)	(33,400)	
336	10590	1621	Aerobics	35	106,500	71,677	(34,823)	54,000	71,677	24.66%	20,000	
336	10590	1622	Vacation Care	35	149,573	57,329	(92,244)	62,573	57,329	(9.15%)	(5,000)	
336	10590	1633	Hire Fees	35	60,000	40,406	(19,594)	33,567	40,406	16.93%	6,000	
Geographic Leisure Centre												
336	10591	1239	Operating Grants & Subsidies-Other	21	20,000	12,895	(7,105)	20,000	12,895	(55.10%)	(3,000)	
336	10591	1624	Swimming Lessons - Gst Free	35	340,000	193,337	(146,663)	188,460	193,337	4.877	2.52%	(80,000)
336	10591	1625	Gym Casual Entries	35	41,800	16,442	(25,358)	23,403	16,442	(6.961)	(42.83%)	(9,000)
336	10591	1630	Stadium Hire	35	94,650	66,425	(28,225)	51,120	66,425	35.20%	23.04%	15,000
336	10591	1631	Stadium Team Fees	35	82,600	11,669	(70,931)	44,533	11,669	(32.864)	(281.63%)	(40,000)
336	10591	1641	Memberships	35	830,700	450,589	(380,111)	400,000	450,589	11.21%	11.21%	(80,000)
336	10591	1642	Personal Training	35	24,500	10,816	(13,684)	12,997	10,816	(2.181)	(20.16%)	(5,000)
Administration Building-2-16 Southern Drive												
332	B1000	1637	Hire of Building Facilities Short Term	35	31,200	8,118	(23,082)	23,089	8,118	(14.971)	(184.42%)	(15,000)
High Street Hall												
332	B1112	1633	Hire Fees	35	35,700	23,487	(12,213)	17,123	23,487	6.364	27.10%	12,000
YCAR (Youth Precinct Foreshore)												
332	B1361	1239	Operating Grants & Subsidies-Other	21	17,500	13,176	(4,324)	14,500	13,176	(1.324)	(10.05%)	10,000
332	B1361	1637	Hire of Building Facilities Short Term	35	16,300	31,789	15,489	4,104	31,789	27.685	87.09%	30,000
Art Geo Administration												
340	10625	1239	Operating Grants & Subsidies-Other	21	10,721	-	(10,721)	10,721	-	(10,721)	(10,721)	
340	10625	1639	Exhibition Fees	35	8,750	16,192	7,442	4,368	16,192	11.824	73.02%	12,000
340	10625	1649	Retail sales	35	9,180	271	(8,909)	3,780	271	(3.509)	(1295.19%)	(7,000)
340	10625	1695	Art Sales Commission	35	10,400	8,519	(1,881)	4,246	8,519	4.273	50.16%	5,000
340	10625	1706	Commercial Rental	35	23,750	7,030	(16,720)	12,818	7,030	(5.788)	(82.34%)	(10,000)
340	10625	1743	Sale of Art Works	40	-	17,726	17,726	-	17,726	100.00%	17,726	
Bovell-Main Oval												
330	R0651	1638	Hire of Sporting Grounds & Reserves (inc concerts)	35	8,650	9,927	1,277	5,212	9,927	4.715	47.50%	3,000
Business Unit - Economic and Business Development												
Busseton Jetty Tourist Park												
337	10600	1651	Busseton Jetty Tourist Park Fees (GST)	35	1,089,900	573,270	(516,630)	404,400	573,270	168.87%	29,46%	250,000
337	10600	1652	Busseton Jetty Tourist Park Fees (Apportioned GST)	35	189,944	146,758	(43,186)	92,440	146,758	54.318	37.01%	80,000
Economic and Business Development Administration												
350	10630	1239	Operating Grants & Subsidies-Other	21	100,000	-	(100,000)	-	-	-	(100,000)	
350	10630	1714	Cruise Ship / Marine Berthing Revenue	35	15,000	-	(15,000)	7,500	-	(7,500)	(100.00%)	(15,000)
Airport Operations												
341	11151	1520	Reimbursement - Sundry	21	5,100	-	(5,100)	-	-	-	(5,100)	(5,100)
341	11151	1670	Airport-Hanger Leases	35	69,800	45,836	(23,964)	34,902	45,836	10.934	23.85%	20,000
341	11151	1671	Airport-Landing & Take-Off Fees	35	450,150	353,928	(96,222)	225,078	353,928	128.850	36.41%	260,000
341	11151	1672	Airport-Sundry Income	35	2,500	41,683	39,183	1,248	41,683	40.435	97.01%	70,000
341	11151	1673	Airport - Car Parking Income	35	369,000	288,841	(80,159)	184,500	288,841	104.341	36.12%	208,000
341	11151	1675	Airport Screening Fees	35	373,150	-	(373,150)	186,570	-	(186,570)	(100.00%)	(227,192)
341	11151	1676	Airport Fuel Agency Fees	35	90,000	30,000	(60,000)	45,000	30,000	(15,000)	(50.00%)	(30,000)
341	11151	1678	Car Hire Fees	35	24,000	-	(24,000)	12,000	-	(12,000)	(100.00%)	(14,000)
Airport Construction, Existing Terminal Upgrade												
345	B9717	1299	Contributions - Developer Funds and Grants Utilised	26	46,485	-	(46,485)	-	-	-	(46,485)	(46,485)
Airport Development - Project Expenses												
345	C6099	1299	Contributions - Developer Funds and Grants Utilised	26	101,100	-	(101,100)	-	-	-	(31,000)	(31,000)
Business Unit - Environmental Services												
440	10925	1236	Operating Grant-Health Dept of WA	21	33,250	45,916	12,666	33,250	45,916	12.666	27.58%	12,666

City of Busseton  
21/22 Budget Review Summary  
Conducted January/February 2022

Account Number / Description				Annual			Year to Date As at 31 December 2021			Positive / (Negative)			
				N&T	2021/2022 Budget (a) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(a) \$	2021/2022 YTD Budget (c) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(c) \$	Var. % (b)-(c)/(b)	Forecast Cash Impact on 21/22 Amended Budget (as at 31/12/21)	Corresponding Cash Backed Reserve/RA Impact
											Capital	Operational	
440	10925	1300	Contributions - Operating Activities	21	45,250	50,403	5,153	-	50,403	50,403	100.00%	5,153	
Fire Prevention DFES													
441	10940	1517	Reimbursement - Prior Period Adjustments	21	42,750	3,920	(38,830)	19,203	3,920	(15,283)	(389.87%)	(38,000)	
Other Law, Order & Public Safety													
441	10980	1753	Long Service Leave Contribution from Other LGA's	40	20,000	6,506	(13,494)	-	6,506	6,506	100.00%	(13,000)	
Business Unit - Development Services													
Statutory Planning													
410	10810	1570	Development Application Fees	35	735,991	413,315	(322,676)	367,998	413,315	45,317	10.96%	100,000	
410	10810	1571	Advertising Fees	35	39,000	12,294	(26,706)	19,506	12,294	(7,212)	(58.66%)	(10,000)	
Building Services													
430	10910	1540	Building Permits	35	635,992	361,982	(274,010)	318,006	361,982	43,976	12.15%	70,000	
Compliance Services													
408	10808	1543	Swimming Pool Inspection Fees	35	100,000	94,201	(5,799)	100,018	94,201	(5,817)	(6.17%)	(5,799)	
408	10808	1544	Other Building Fees	35	-	360	360	-	360	360	100.00%	360	
408	10808	1751	Sundry Income (no GST)	40	-	3,669	3,669	-	3,669	3,669	100.00%	3,669	
408	10808	1753	Long Service Leave Contribution from Other LGA's	40	3,500	-	(3,500)	-	-	-		3,500	
Business Unit - Engineering & Technical Services													
Engineering Services Administration													
510	11101	1700	Traffic Management Plans	35	12,850	11,677	(1,173)	6,432	11,677	5,245	44.92%	4,000	
510	11101	1708	Supervision Fees	35	77,500	24,000	(53,500)	42,297	19,183	(23,114)	(120.49%)	9,200	
Tourist Information & Directional Signs													
510	12630	1300	Contributions - Operating Activities	21	10,200	1,951	(8,249)	9,059	1,951	(7,108)	(364.35%)	(5,000)	
Business Unit - Waste & Fleet Services													
Operations Services Works													
524	11501	1509	Reimbursement - Insurance Recovered	21	-	19,522	19,522	-	19,552	19,552	100.00%	19,552	19,552
524	11501	1751	Sundry Income (no GST)	40	-	(38)	(38)	-	(38)	(38)	100.00%	(38)	(38)
Property & Services Admin													
528	10610	1770	Profit - Proceeds on Asset Disposal	50	17,034	-	(17,034)	17,034	-	(17,034)	(100.00%)	(17,034)	(17,034)
528	10610	1771	Profit - Net Book Val of Assets Disposed	50	16,700	-	(16,700)	16,700	-	(16,700)	(100.00%)	16,700	16,700
Economic and Business Development Administration													
528	10630	1770	Profit - Proceeds on Asset Disposal	50	36,006	-	(36,006)	36,006	-	(36,006)	(100.00%)	(36,006)	(36,006)
528	10630	1771	Profit - Net Book Val of Assets Disposed	50	(32,650)	-	32,650	(32,650)	-	32,650	(100.00%)	32,650	32,650
Environmental Health Services Administration													
528	10920	3550	Loss - Proceeds on Asset Disposal	75	19,839	-	(19,839)	19,839	-	(19,839)	(100.00%)		
528	10920	3551	Loss - Net Book Value of Assets Disposed	75	(20,000)	-	20,000	(20,000)	-	20,000	100.00%		
Domestic & Commercial Waste Collection													
524	G0001	1605	Refuse Removal Commercial	35	275,700	277,236	1,536	275,586	277,236	1,650	0.60%	1,536	1,536
524	G0001	1606	Refuse Removal Domestic	35	3,384,100	3,427,948	43,848	3,367,418	3,427,948	60,530	1.77%	43,848	43,848
Domestic Recycling Collections													
524	G0010	1610	Recycling Fees - Domestic	35	1,632,000	1,653,783	21,783	1,624,419	1,653,783	29,364	1.78%	21,783	21,783
524	G0010	1613	Recycling Fees - Commercial	35	53,500	54,204	704	52,569	54,204	1,635	3.02%	704	704
Busseton Transfer Station													
524	G0030	1609	Tipping Fees	35	132,050	101,860	(30,190)	60,914	101,860	40,946	40.20%	80,000	80,000
524	G0030	1737	Sale of Scrap Materials	40	112,300	161,302	49,102	56,100	161,302	105,202	65.22%	150,000	150,000
EXPENDITURE													
Business Unit - Finance & Corporate Services Support													
Finance & Corporate Services Support													
200	10100	3001	Salaries & Wages - all categories	55	(334,331)	(173,997)	160,334	(167,712)	(173,997)	(6,286)	(3.61%)	(12,000)	
Business Systems Improvements Team													
200	10105	3001	Salaries & Wages - all categories	55	(219,941)	(96,237)	123,704	(109,944)	(96,237)	13,707	14.24%	26,000	26,000
200	10105	3260	Consultancy	60	(31,750)	-	31,750	(15,876)	-	15,876	100.00%	15,000	15,000
Business Unit - Governance and Corporate Services													
Members of Council													
310	10000	3001	Salaries & Wages - all categories	55	(81,904)	(28,711)	53,193	(41,107)	(28,711)	12,396	43.18%	12,000	
310	10000	3242	Audit Fees	60	(49,900)	(56,820)	(6,920)	-	(56,820)	(56,820)	(100.00%)	(6,920)	
310	10000	3582	Elected Members Refreshment & Functions	90	(43,400)	(15,242)	28,158	(21,702)	(15,242)	6,460	42.38%	10,000	
310	10000	3587	Elected Members Conference and Training Expenses	90	(35,000)	(8,090)	26,910	(17,502)	(8,090)	9,412	116.34%	10,000	10,000
310	10000	3589	Elected Members Election & Poll Expenses	90	(128,000)	(124,742)	3,258	(128,000)	(124,742)	3,258	2.61%	3,000	
310	10000	3596	Elected Members Travelling Allowance - Councillors Meetings	90	(10,000)	(2,879)	7,121	(4,998)	(2,879)	2,119	73.59%	2,000	
310	10000	3605	Formal Civic and Ceremonial Processes	90	(5,000)	(341)	4,659	(2,502)	(341)	2,161	632.86%	2,000	
310	10000	3608	Elected Members Child Care Reimbursement	90	(2,000)	-	2,000	(1,000)	-	1,000	100.00%	1,000	
310	10000	3673	Catering Related Consumables	90	(1,000)	(5,875)	(4,875)	(500)	(5,875)	(5,375)	(91.49%)	(5,000)	
Governance Support Services													
310	10510	3001	Salaries & Wages - all categories	55	(476,678)	(272,169)	204,504	(239,214)	(272,169)	(32,955)	(12.11%)	(30,000)	
310	10510	3260	Consultancy	60	(15,250)	(235)	15,015	(7,612)	(235)	7,377	3139.15%	5,000	
Human Resources & Payroll													
320	10521	3001	Salaries & Wages - all categories	55	(714,718)	(345,005)	369,713	(368,008)	(345,005)	23,003	6.67%	10,000	
320	10521	3070	Advertising Staff Vacancies	55	(25,450)	(6,943)	18,507	(12,720)	(6,943)	5,777	83.21%	10,000	
320	10521	3072	Interview Expenses	55	(5,050)	(150)	4,900	(2,536)	(150)	2,386	1590.67%	4,000	
320	10521	3073	Employee Relocation Expenses	55	(10,000)	-	10,000	(5,000)	-	5,000	100.00%	3,000	
320	10521	3082	Training Expenses	55	(420,000)	(97,658)	322,343	(229,094)	(97,658)	131,437	134.59%	50,000	
320	10521	3086	Salaries - Annual Leave Buyout	55	-	(7,125)	(7,125)	-	(7,125)	(7,125)	(100.00%)	(7,125)	
320	10521	3090	Employee Assistance Programs	55	(25,000)	(6,623)	18,377	(12,498)	(6,623)	5,875	88.71%	10,000	
320	10521	3109	Employee Related Legal Expenses	55	(31,000)	(18,965)	12,035	(15,498)	(18,965)	(3,467)	(18.28%)	(10,000)	
320	10521	3127	Staff Conference (Bi-Annual)	55	(4,000)	-	4,000	(4,000)	-	4,000	100.00%	4,000	
320	10521	3132	Drug and Alcohol Testing	55	(8,000)	-	8,000	(4,000)	-	4,000	100.00%	5,000	
320	10521	3260	Consultancy	60	(30,000)	(4,211)	25,789	(15,000)	(4,211)	10,789	256.19%	5,000	
Occupational Health & Safety													
320	10522	3291	Computer Software Licences & Cloud Services	60	(5,387)	-	5,387	(2,694)	-	2,694	100.00%	5,000	
Public Relations													
310	10700	3001	Salaries & Wages - all categories	55	(427,522)	(177,425)	250,097	(214,539)	(177,425)	37,114	20.92%	60,000	
310	10700	3598	Sister City Involvements - Supto	90	(12,000)	-	12,000	(12,000)	-	12,000	100.00%	3,000	
310	10700	3620	Public Relations	90	(18,000)	(2,899)	15,101	(8,390)	(2,899)	5,491	189.44%	5,000	
310	10700	3621	Community Consultations & Surveys	90	(20,000)	(10)	19,990	(9,999)	(10)	9,989	99790.11%	(10,000)	
310	10700	3623	Marketing & Promotions	90	(17,000)	(413)	16,587	(4,178)	(413)	3,766	912.85%	15,000	
310	10700	3629	Mayor's Breakfast	90	(5,200)	-	5,200	(5,177)	-	5,177	100.00%	5,200	
310	10700	3652	Advertising Council Pages	90	(31,150)	(19,691)	11,459	(12,575)	(19,691)	(7,116)	(36.14%)	(15,000)	
310	10700	3664	Catering	90	(20,000)	(4,903)	15,097	(9,999)	(4,903)	5,096	103.94%	5,000	
Business Unit - Information Services													
Information & Communication Technology Services													
220	10250	3001	Salaries & Wages - all categories	55	(1,134,247)	(540,274)	593,973	(569,363)	(540,274)	29,089	5.38%	45,000	
220	10250	3291	Computer Software Licences & Cloud Services	60	(738,859)	(140,701)	598,158	(371,643)	(140,701)	230,942	164.14%	100,000	
220	10250	3331	Other GIS Costs	60	-	(8,726)	(8,726)	-	(8,726)	(8,726)	(100.00%)	4,000	
ALL	ALL	3520	Office Telephones & Faxes / Public WiFi / Mobiles / Other telecommunications & Network Costs	65	318,620	134,647	183,973	159,604	134,647	24,957	15.64%	15,000	
Records													
221	10300	3001	Salaries & Wages - all categories	55	(381,963)	(181,722)	200,241	(191,708)	(181,722)	9,586	5.50%	10,000	
221	10300	32											

City of Busseton  
21/22 Budget Review Summary  
Conducted January/February 2022

Accounted January/February 2022			Annual								Year to Date As at 31 December 2021		Positive / (Negative)	
			N&T	2021/2022 Budget (a) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(a) \$	2021/2022 YTD Budget (c) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(c) \$	Var. % (b)-(c)/(b)	Forecast Cash Impact on 21/22 Amended Budget (as at 31/12/21)	Corresponding Cash Backed Reserve/RA Impact		
												Capital	Operational	
Administration Building- 2-16 Southern Drive														
231	B1000	3301	Furn & Off Equip Purchase - Non Cap Assets	60	(15,000)	(3,097)	11,903		(3,097)	(3,097)	(100.00%)	10,000		
Business Unit - Legal and Property Services														
Goose Cafe														
338	B1517	3513	Sewerage Volume Charges	65	(5,900)	-	5,900	(5,900)	-	5,900	100.00%	5,900		5,900
338	B1517	3514	Sewerage Charge (Rates)	65	(5,300)	-	5,300	(3,563)	-	3,563	100.00%	5,300		5,300
Locke Estate														
338	R0288	3393	Other Miscellaneous Service Expenses	60	(26,000)	(3,431)	22,569	(13,002)	(3,431)	9,571	278.99%	18,000		18,000
Creekview Road Reserve 12492 (Lot 501)														
338	R0305	3280	Contractors (Inc Contract Staff)	60	(28,550)	-	28,550	(14,276)	-	14,276	100.00%	14,000		14,000
Winderup Villas Aged Housing														
339	10616	3301	Furn & Off Equip Purchase - Non Cap Assets	60	(8,800)	(2,048)	6,752	(4,392)	(2,048)	2,344	114.48%	2,000		2,000
Harris Road Aged Housing														
339	10617	3301	Furn & Off Equip Purchase - Non Cap Assets	60	(7,850)	-	7,850	(3,936)	-	3,936	100.00%	3,000		3,000
Winderup Court Aged Housing														
339	10618	3110	Building Maintenance Services	60	(24,000)	(1,527)	22,473	(12,006)	(1,527)	10,479	686.05%	9,000		9,000
339	10618	3660	Valuation Expenses - Other	90	(3,750)	-	3,750	-	-	-	-	3,750		3,750
Business Unit - Financial Services														
Rates Administration														
210	10151	3001	Salaries & Wages - all categories	55	(507,317)	(246,414)	260,903	(261,754)	(246,414)	15,340	6.23%	20,000		
210	10151	3211	Postage	60	(51,000)	(21,103)	29,897	(36,914)	(21,103)	15,811	74.92%	10,000		
210	10151	3244	Legal Expenses	60	(31,250)	(35,566)	(4,316)	(13,467)	(35,566)	(22,099)	(62.14%)	(40,000)		
210	10151	3260	Consultancy	60	(74,000)	(1,603)	72,397	(10,002)	(1,603)	8,399	523.90%	35,000		35,000
Financial Services														
211	10200	3660	Valuation Expenses - Other	90	-	(45,000)	(45,000)	-	(45,000)	(45,000)	(100.00%)	(50,000)		
Business Unit - Community & Commercial Services Support														
Busseton Jetty														
301	11160	3640	Donations, Contributions & Subsidies	90	(3,000,000)	-	3,000,000	-	-	-	-	3,000,000		3,000,000
Business Unit - Events and Cultural Services														
Busseton Library														
233	10380	3001	Salaries & Wages - all categories	55	(1,044,080)	(505,043)	539,037	(536,391)	(505,043)	31,348	6.21%	40,000		
233	10380	3291	Computer Software Licences & Cloud Services	60	(30,173)	(1,855)	28,318	(15,084)	(1,855)	13,229	713.00%	10,000		
233	10380	3332	Digital Library Development	60	(5,100)	(823)	4,277	(2,538)	(823)	2,215	685.22%	4,400		
233	10380	3800	Salaries - Parenting Leave Payments	55	-	(13,906)	(13,906)	-	(13,906)	(13,906)	(100.00%)	(13,906)		
Dunsborough Library														
233	10381	3001	Salaries & Wages - all categories	55	(220,395)	(124,106)	96,289	(110,478)	(124,106)	(13,628)	(10.98%)	(26,000)		
233	10381	3291	Computer Software Licences & Cloud Services	60	(30,173)	-	30,173	(15,084)	-	15,084	100.00%	10,000		
BPACC Operations														
330	10532	3001	Salaries & Wages - all categories	55	(80,772)	(388)	80,384	(40,567)	(388)	40,179	10350.29%	50,000		
330	10532	3645	Events Sponsorships (Diff Rates)	90	(50,000)	350	50,350	(25,000)	350	25,350	(7242.86%)	35,000		35,000
Cultural Events														
330	10557	3280	Contractors (Inc Contract Staff)	60	(5,100)	-	5,100	(2,500)	-	2,500	100.00%	5,100		
330	10557	3664	Catering	90	(3,050)	-	3,050	(1,500)	-	1,500	100.00%	3,050		
Events														
333	10558	3001	Salaries & Wages - all categories	55	(222,434)	(114,742)	107,692	(103,080)	(114,742)	(11,662)	(10.16%)	(22,000)		
333	10558	3623	Marketing & Promotions	90	(276,800)	(34,395)	242,405	(83,709)	(34,395)	49,314	143.38%	80,000		80,000
333	10558	3645	Events Sponsorships (Diff Rates)	90	(980,400)	(413,868)	566,532	(623,756)	(413,868)	209,888	50.71%	50,000		50,000
Business Unit - Community and Recreation Services														
Recreation Administration														
332	10540	3001	Salaries & Wages - all categories	55	(240,794)	(151,760)	89,034	(120,451)	(151,760)	(31,309)	(20.63%)	(60,000)		
332	10540	3260	Consultancy	60	(102,500)	682	103,182	(51,250)	682	51,932	(7616.65%)	67,500		67,500
YCAB (Youth Precinct Foreshore)														
330	B1361	3001	Salaries & Wages - all categories	55	-	(40,187)	(40,187)	-	(40,187)	(40,187)	(100.00%)	(40,620)		
Community Development														
332	10543	3260	Consultancy	60	(100,000)	(751)	99,249	(60,000)	(751)	59,249	7893.18%	26,010		
Venues & Bookings														
332	10544	3001	Salaries & Wages - all categories	55	(188,436)	(84,075)	104,361	(94,555)	(84,075)	10,480	12.47%	15,000		
Naturaliste Community Centre														
336	10590	3001	Salaries & Wages - all categories	55	(465,227)	(225,903)	239,324	(233,476)	(225,903)	7,573	3.35%	7,000		
336	10590	3245	Licence Fees	60	(12,200)	(4,297)	7,903	(6,744)	(4,297)	2,447	56.96%	4,000		
336	10590	3301	Furn & Off Equip Purchase - Non Cap Assets	60	(30,800)	(1,431)	29,369	(15,394)	(1,431)	13,963	975.91%	15,000		
336	10590	3500	Electricity	65	(26,050)	(5,693)	20,357	(14,151)	(5,693)	8,458	148.55%	9,000		
Geographic Leisure Centre														
336	10591	3001	Salaries & Wages - all categories	55	(2,220,250)	(1,053,833)	1,166,417	(1,119,027)	(1,053,833)	65,194	6.19%	65,000		
336	10591	3126	Swimming Pool Maintenance & Repairs	60	(26,400)	(2,683)	23,717	(10,419)	(2,683)	7,736	288.33%	10,000		
336	10591	3245	Licence Fees	60	(32,500)	(15,908)	16,592	(25,875)	(15,908)	9,967	62.66%	8,000		
336	10591	3379	Kiosk Supplies	60	(68,000)	(49,616)	18,384	(40,035)	(49,616)	(9,581)	(19.31%)	(15,000)		
336	10591	3570	Machinery Breakdown Insurance	85	(18,650)	(12,938)	5,712	(18,650)	(12,938)	5,712	44.15%	5,700		
Administration Building- 2-16 Southern Drive														
332	B1000	3301	Furn & Off Equip Purchase - Non Cap Assets	60	(10,000)	(345)	9,655	(5,001)	(345)	4,457	818.46%	9,000		
YCAB (Youth Precinct Foreshore)														
332	B1361	3001	Salaries & Wages - all categories	55	(285,569)	(81,271)	204,298	(144,274)	(81,271)	63,003	77.52%	120,000		
Art Geo Administration														
340	10625	3001	Salaries & Wages - all categories	55	(226,922)	(125,710)	101,212	(113,859)	(125,710)	(11,851)	(9.43%)	(23,000)		
340	10625	3280	Contractors (Inc Contract Staff)	60	(24,921)	(9,218)	15,703	(13,455)	(9,218)	4,237	45.96%	10,000		
340	10625	3291	Computer Software Licences & Cloud Services	60	(15,221)	-	15,221	(7,608)	-	7,608	100.00%	9,000		
340	10625	3623	Marketing & Promotions	90	(12,450)	(9,702)	2,748	(3,258)	(9,702)	(6,444)	(66.42%)	(6,000)		
Business Unit - Economic and Business Development														
Busseton Jetty Tourist Park														
337	10600	3116	Garden Contract Maintenance Costs	60	(10,850)	-	10,850	(5,431)	-	5,431	100.00%	3,000		3,000
337	10600	3224	Commission Charges	60	(5,200)	-	5,200	(2,586)	-	2,586	100.00%	2,500		2,500
337	10600	3291	Computer Software Licences & Cloud Services	60	(8,742)	(2)	8,740	(4,374)	(2)	4,372	188434.48%	4,500		4,500
Economic and Business Development Administration														
350	10630	300	Salaries All	55	(334,225)	(118,251)	215,974	(167,598)	(118,251)	49,347	41.73%	50,000		
350	10630	3245	Licence Fees	60	(10,650)	-	10,650	(5,329)	-	5,329	100.00%	(10,650)		
350	10630	3251	Subscriptions & Memberships	60	(800)	(5,833)	(5,033)	(406)	(5,833)	(5,427)	(93.04%)	(5,000)		
350	10630	3260	Consultancy	60	(184,250)	(9,000)	175,250	(82,123)	(9,000)	73,123	812.48%	130,000		
350	10630	3631	Cruise Ship Visitor Servicing	90	(5,000)	-	5,000	(2,500)	-	2,500	100.00%	5,000		
Business Support Program														
350	10634	3640	Donations, Contributions & Subsidies	90	(23,850)	-	23,850	(23,850)	-	23,850	100.00%	13,209		13,209
Airport Operations														
341	11151	3001	Salaries All	55	(330,650)	(174,115)	156,535	(169,810)	(174,115)	(8,305)	(4.77%)	(15,000)		(15,000)
341	11151	3287	Airport Screening Services	60	(393,150)	-	393,150	(196,566)	-	196,566	100.00%	247,192		247,192
341	11151	3682	Airline Attraction Program	90	(2,300,000)	-	2,300,000	(1,150,002)	-	1,150,002	100.00%	2,300,000		2,300,000
Airport Construction, Existing Terminal Upgrade														
345	B9717	3280	Contractors (Inc Contract Staff)	99	(46,485)	-	46,485	(39,650)	-	39,650	100.00%	-	-	-
Busseton Jetty Tourist Park Upgrade														
337	B9808	3280	Contractors (Inc Contract Staff)	99	(50,000)	(4,314)	45,686	(25,000)	(4,314)	20,686	479.56%	-	-	-
Airport Development - Project Expenses														
345	C6099	3280	Contractors (Inc Contract Staff)	60	(50,000)	(7,325)	42,675	(25,000)	(7,325)	17,675	241.29%	31,000		31,000
Business Unit - Environmental Services														
Environmental Management Administration														
421	10830	3001	Salaries & Wages - all categories	55	(371,750)	(138,677)	233,073	(187,212)	(138,677)	48,335	35.00%	80,000		
421	10830	3260	Consultancy	60	(76,000)	(9,800)	66,200	(114,000)	(23,204)	90,796	391.30%	20,000		



City of Busselton  
21/22 Budget Review Summary  
Conducted January/February 2022

Accounted January/February 2022		Annual								Year to Date As at 31 December 2021		Positive / (Negative)	
		N&T	2021/2022 Budget (a) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(a) \$	2021/2022 YTD Budget (c) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(c) \$	Var. % (b)-(c)/(b)	Forecast Cash Impact on 21/22 Amended Budget (as at 31/12/21)	Corresponding Cash Backed Reserve/RA Impact		
											Capital	Operational	
Environmental Health Services Administration													
440	10920	3385 Noise Monitoring Equipment	60	(13,500)	(31)	13,469	(2,000)	(31)	1,969	6389.29%	10,000		
440	10920	3280 Contractors (Inc Contract Staff)	60	(5,100)	-	5,100	-	-	-	-	5,000		
Preventative Services - Mosquitoes													
440	10922	3260 Consultancy	60	(5,100)	-	5,100	(5,000)	-	5,000	100.00%	5,000		
440	10922	3367 Chemicals - Other	60	(22,330)	(26,570)	(4,240)	(22,330)	(26,570)	(4,240)	(15.96%)	(4,000)		
Preventative Services - CLAG													
440	10925	3367 Chemicals - Other	60	(56,600)	(78,019)	(21,419)	(57,900)	(78,019)	(20,119)	(25.79%)	(21,000)		
Protective Burning & Firebreaks-Reserves													
441	10931	3001 Salaries - Normal	55	(40,377)	(11,889)	28,488	(40,187)	(11,889)	28,798	238.00%	10,000		
441	10931	3664 Catering	90	(17,850)	(2,387)	15,463	(8,901)	(2,387)	6,514	272.85%	7,000		
Fire Prevention DFES													
441	10940	3001 Salaries - Normal	55	(141,630)	(64,403)	77,227	(71,647)	(64,403)	7,244	11.25%	14,000		
Animal Control													
441	10950	3498 Purchase of Materials	60	(30,000)	(12,437)	17,563	(15,293)	(12,437)	2,856	22.96%	(6,000)		
Other Law, Order & Public Safety													
441	10980	3001 Salaries & Wages - all categories	55	(1,277,383)	(596,513)	680,870	(640,828)	(596,513)	44,315	7.43%	65,000		
441	10980	3007 Salaries - Long Service Leave	55	(31,600)	(7,236)	24,364	(15,804)	(7,236)	8,568	118.40%	13,000		
Business Unit - Development Services													
Planning Administration													
420	10820	3001 Salaries & Wages - all categories	55	(564,789)	(349,693)	215,096	(287,014)	(349,693)	(62,679)	(17.92%)	(70,000)		
405	10805	3647 Facade Refurbishment Subsidy	90	(30,000)	-	30,000	(15,000)	-	15,000	100.00%	30,000		
Statutory Planning													
410	10810	3001 Salaries & Wages - all categories	55	(877,569)	(422,283)	455,286	(447,921)	(422,283)	25,638	6.07%	35,000		
Building Services													
430	10910	3001 Salaries & Wages - all categories	55	(568,200)	(219,676)	348,524	(280,724)	(219,676)	61,048	27.79%	61,000		
Compliance Services													
408	10808	3001 Salaries - Normal	55	(431,780)	(207,613)	224,167	(216,932)	(207,613)	9,319	4.49%	10,000		
408	10808	3260 Consultancy	60	(19,250)	(2,975)	16,275	(9,913)	(2,975)	6,638	223.11%	10,000		
Business Unit - Engineering & Technical Services													
Engineering Services Administration													
510	11101	3001 Salaries & Wages - all categories	55	(641,885)	(316,772)	325,113	(323,384)	(316,772)	6,612	(2.09%)	12,000		
Rural Intersection (Lighting) Compliance													
510	11108	3280 Contractors (Inc Contract Staff)	60	(45,000)	-	45,000	(23,780)	-	23,780	100.00%	45,000		
LED Street Light Replacement Program													
510	11109	3280 Contractors (Inc Contract Staff)	60	(50,000)	-	50,000	(25,000)	-	25,000	100.00%	50,000		
Business Unit - Waste & Fleet Services													
Sanitation Waste Services Administration													
524	11300	3001 Salaries & Wages - all categories	55	(573,400)	(199,829)	373,571	(293,260)	(199,829)	93,431	(46.76%)	186,000		186,000
524	11300	3260 Consultancy	60	(40,000)	-	40,000	(20,000)	-	20,000	100.00%	20,000		20,000
524	11300	3280 Contractors (Inc Contract Staff)	60	-	-	-	-	-	-	-	-		-
524	11300	3301 Fum & Off Equip Purchase - Non Cap Assets	60	(5,000)	(10,928)	(5,928)	(2,508)	(10,928)	(8,420)	(77.05%)	(6,000)		(6,000)
Leavers Week													
524	10990	3280 Contractors (Inc Contract Staff)	60	-	(510)	(510)	-	(510)	(510)	(100.00%)	(510)		
Regional Waste Management Administration													
524	11301	3001 Salaries & Wages - all categories	55	(75,700)	(54,300)	21,400	(37,857)	(54,300)	(16,443)	30.28%	20,000		20,000
Operations Services Works													
524	11501	3025 Wages - Normal	55	-	(501)	(501)	-	(501)	(501)	(100.00%)	(501)		(501)
524	11501	3038 Wages - Allowances	55	-	(258)	(258)	-	(258)	(258)	(100.00%)	(258)		(258)
524	11501	3041 Wages - Long Service Leave	55	-	(11,621)	(11,621)	-	(11,621)	(11,621)	(100.00%)	(11,621)		(11,621)
524	11501	3821 Wages - EBA Back Pay (Clearing Account)	55	-	(10,679)	(10,679)	-	(10,679)	(10,679)	(100.00%)	(10,679)		(10,679)
524	11501	3822 Salaries - Time in Lieu Provisions	55	-	501	501	-	501	501	(100.00%)	501		501
524	11501	6180 Public Works Overheads Charges	98	-	(502)	(502)	-	(502)	(502)	(100.00%)			
Transport - Fleet Management													
528	11400	3094 Fringe Benefits Tax	55	-	-	-	-	-	-	-	-		-
528	11400	3140 Plant & Equipment Maintenance Services	60	(86,000)	(27,890)	58,110	(42,439)	(27,890)	14,569	(32.24%)	28,000		-
528	11400	3141 Fuel, Oils & Grease	60	(890,000)	(514,384)	375,616	(409,606)	(514,384)	(104,778)	20.37%	(200,000)		-
528	11400	3142 Tyres & Tubes	60	-	-	-	-	-	-	-	-		-
528	11400	3144 Replacement Parts	60	(395,000)	(152,002)	242,998	(172,150)	(152,002)	20,148	(13.26%)	30,000		-
528	11400	3145 Outside Electrical Repairs	60	(25,000)	(3,266)	21,734	(10,990)	(3,266)	7,724	(236.50%)	10,000		-
528	11400	3152 Outside Labour	60	(117,200)	(41,948)	75,252	(48,606)	(41,948)	6,658	(15.87%)	7,000		-
528	11400	3156 Sundry Vehicle Expenses	60	(33,000)	(16,818)	16,182	(11,016)	(16,818)	(5,802)	34.50%	(6,000)		-
528	11400	3219 Courier & Freight Services	60	(11,000)	(6,914)	4,086	(4,695)	(6,914)	(2,219)	32.09%	(4,000)		-
528	11400	3300 Plant & Equipment Purchase - Non Cap Assets	60	(10,000)	(274)	9,726	(7,686)	(274)	7,412	(2,095.11%)	5,000		-
528	11400	3571 Marine Crafts Insurance	60	(1,360)	-	1,360	(1,360)	-	1,360	100.00%	1,360		-
528	11400	3572 Motor Vehicle & Plant Insurance	60	(98,000)	(91,092)	6,908	(98,000)	(91,092)	6,908	(7.58%)	6,908		-
528	11400	3573 Multi Risk Insurance	60	(5,547)	(5,553)	(6)	(5,547)	(5,553)	(6)	0.11%	(6)		-
Busseton Library													
528	10380	7723 Exp Offset Acc-Plant & Equipment	99	(40,000)	(31,805)	8,195	(40,000)	(31,805)	8,195	(25.77%)	-		-
Property Services Administration													
528	10610	7723 Exp Offset Acc-Plant & Equipment	99	(35,000)	-	35,000	(35,000)	-	35,000	100.00%	-		-
Economic and Business Development Administration													
528	10630	7723 Exp Offset Acc-Plant & Equipment	99	(75,000)	-	75,000	(75,000)	-	75,000	100.00%	-		-
Environmental Health Services Administration													
528	10920	7723 Exp Offset Acc-Plant & Equipment	99	(40,000)	-	40,000	(40,000)	-	40,000	100.00%	-		-
Winderup Villas Aged Housing													
524	10616	3035 Wages - Normal	55	-	(578)	(578)	-	(578)	(578)	(100.00%)	(578)		-
524	10616	6180 Public Works Overheads Charges	98	-	(637)	(637)	-	(637)	(637)	(100.00%)	-		-
Airport Operations													
524	11151	3035 Wages - Normal	55	-	(235)	(235)	-	(235)	(235)	(100.00%)	(235)		-
524	11151	6180 Public Works Overheads Charges	98	-	(289)	(289)	-	(289)	(289)	(100.00%)	-		-
Regional Waste Hub Development													
524	C3474	3280 Contractors (Inc Contract Staff)	99	(50,000)	-	50,000	(25,000)	-	25,000	(100.00%)	-		-
Transfer Station Development													
524	C3481	3280 Contractors (Inc Contract Staff)	99	(200,000)	(12,361)	187,639	(100,000)	(12,361)	87,639	708.97%	-		-
Site Rehabilitation - Busseton													
524	C3485	3280 Contractors (Inc Contract Staff)	60	-	-	-	-	-	-	-	-		-
Busseton Landfill Post-closure Capping, Rehab & Remediation													
524	C3491	3280 Contractors (Inc Contract Staff)	99	(1,000,000)	(51,693)	948,307	(500,000)	(51,693)	448,307	867.26%	-		-
City Unled Landfill Stage 2 - Preliminary Works													
524	C3492	3280 Contractors (Inc Contract Staff)	99	(500,000)	(66,984)	433,016	-	(66,984)	(66,984)	(100.00%)	-		-
Domestic & Commercial Waste Collection													
524	G0001	3212 Printing	60	(2,000)	-	2,000	(1,698)	-	1,698	100.00%	(2,000)		(2,000)
524	G0001	3280 Contractors (Inc Contract Staff)	60	(10,150)	(1,088)	9,062	(5,559)	(1,088)	4,471	41.114%	5,000		5,000
524	G0001	3496 Purchase of Materials	60	(4,000)	(9,953)	(5,953)	(1,477)	(9,953)	(8,476)	(85.16%)	(15,000)		(15,000)
Domestic Recycling Collections													
524	G0010	3212 Printing	60	(7,000)	-	7,000	-	-	-	100.00%	4,000		4,000
524	G0010	3284 Kerb Side Recycling Collections Contractor	60	-	-	-	-	-	-	-	-		-
Domestic Organics Collections (FOGO)													
524	G0013	3280 Contractors (Inc Contract Staff)	60	(70,000)	-	70,000	(47,474)	-	47,474	100.00%	30,000		30,000
524	G0013	3498 Purchase of Materials	60	(5,000)	-	5,000	(3,721)	-	3,721	100.00%	5,000		5,000
Other Recycling													
524	G0024	3248 Membership Fees	60	(5,000)	-	5,000	(5,000)	-	5,000	100.00%	2,000		2,000
524	G0024	3498 Purchase of Materials	60	(42,000)	-	42,000	(25,594)	-	25,594	100.00%	20,000		20,000

City of Busseton  
21/22 Budget Review Summary  
Conducted January/February 2022

		Annual			Year to Date As at 31 December 2021				Positive / (Negative)					
		N&T	2021/2022 Budget (a) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(a) \$	2021/2022 YTD Budget (c) \$	2021/2022 YTD Actual (b) \$	Variance (b)-(c) \$	Var. % (b)-(c)/(b)	Forecast Cash Impact on 21/22 Amended Budget (as at 31/12/21)	Corresponding Cash Backed Reserve/RA Impact			
											Capital	Operational		
Public Bin Collections														
524	G0026	3035	Wages - Normal	55	(109,500)	(71,357)	38,143	(54,750)	(71,357)	(16,607)	(23.27%)	(30,000)		(30,000)
Busseton Transfer Station														
528	G0030	3035	Wages - Normal	55	(349,000)	(226,968)	122,032	(174,499)	(226,968)	(52,469)	(23.12%)	(105,000)		(105,000)
Business Unit - Works Construction & Maintenance														
Road Maintenance														
541	M9996	3315	Consumables Inventory Adjustment	60										
541			M&C ("cash costs")	60	2,125,359	1,029,544	(1,095,815)	1,070,041	1,029,544	(40,497)	(3.93%)	(65,950)		(207,000)
Parks & Gardens														
545	R9999	3315	Consumables Inventory Adjustment	60										
545			Contractors (Inc Contract Staff)	60	759	-	(759)	759	147	(612)	(416.33%)	(500)		
												7,777,667	-	6,640,711
												1,136,956		

City of Busseton Statement of Financial Activity Year to Date As At 31 December 2021									
Categories by Nature & Type	Nature & Type Code	2021/2022 Actual YTD	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/21 YTD Bud (A) Variance	2020/21 YTD Bud (A) Variance	Forecast Surplus / (Deficit) Variance at Year End
		\$	\$	\$	\$	\$	\$	%	\$ %
<b>Revenue from Ordinary Activities</b>									
Rates	10	54,728,845	54,655,725	54,655,725	54,933,780	54,933,780	73,120	0.13%	100,000 0.18%
Operating Grants, Subsidies and Contributions	21	2,142,783	2,146,317	2,146,317	4,730,088	4,730,088	(3,534)	(0.16%)	(52,070) (2.43%)
Fees & Charges	35	13,029,693	12,350,454	12,287,881	18,102,218	18,102,218	679,239	5.50%	900,390 7.29%
Other Revenue	40	355,662	173,677	173,677	414,950	414,950	181,985	104.78%	166,857 96.07%
Interest Earnings	45	464,287	453,085	453,085	609,250	609,250	11,202	2.47%	26,544 5.86%
		<b>70,721,270</b>	<b>69,779,258</b>	<b>69,716,685</b>	<b>78,790,286</b>	<b>78,790,286</b>	<b>942,012</b>	<b>1.35%</b>	<b>1,141,721 1.45%</b>
<b>Expenses from Ordinary Activities</b>									
Employee Costs	55	(17,030,072)	(17,625,783)	(17,612,252)	(34,562,209)	(34,562,209)	595,711	3.38%	516,978 1.50%
Materials & Contracts	60	(7,556,019)	(9,314,319)	(9,445,790)	(20,245,296)	(20,245,296)	1,758,300	18.88%	882,884 4.36%
Utilities (Gas, Electricity, Water etc)	65	(1,103,808)	(1,262,415)	(1,262,415)	(2,774,773)	(2,774,773)	158,607	12.56%	75,200 2.71%
Depreciation on non current assets		(12,087,849)	(12,562,478)	(12,562,478)	(24,957,238)	(24,957,238)	474,629	3.78%	Non cash, no net impact on NCP
Insurance Expenses	85	(783,825)	(777,606)	(777,606)	(777,707)	(777,707)	(6,219)	(0.80%)	5,700 0.73%
Other Expenditure	90	(1,624,424)	(3,279,641)	(3,312,973)	(9,685,100)	(9,685,100)	1,655,217	50.47%	5,557,209 57.38%
Allocations		464,574	844,429	844,429	2,167,220	2,167,220	(379,855)	44.98%	Non cash, no net impact on NCP
		<b>(39,721,422)</b>	<b>(43,977,813)</b>	<b>(44,129,085)</b>	<b>(90,835,103)</b>	<b>(90,835,103)</b>	<b>4,256,390</b>	<b>9.68%</b>	<b>7,037,971 7.75%</b>
<b>Operating Surplus / (Loss)</b>		<b>30,999,848</b>	<b>25,801,445</b>	<b>25,587,600</b>	<b>(12,044,817)</b>	<b>(12,044,817)</b>	<b>5,198,402</b>	<b>20.15%</b>	<b>8,179,692 67.91%</b>
<b>Borrowings Cost Expense</b>									
Interest Expenses	80	(555,401)	(592,456)	(592,456)	(1,262,247)	(1,262,247)	37,055	6.25%	- -
		<b>(555,401)</b>	<b>(592,456)</b>	<b>(592,456)</b>	<b>(1,262,247)</b>	<b>(1,262,247)</b>	<b>37,055</b>	<b>1.00%</b>	<b>- -</b>
Non-Operating Grants, Subsidies and Contributions	26	822,048	8,425,155	8,425,155	34,850,687	34,846,780	(7,603,107)	(90.24%)	(5,186,385) 14.88%
Profit on Asset Disposals		0	15,498	15,498	46,714	46,714	(15,498)	(100.00%)	Non cash add-backs,
Loss on Asset Disposals		(7,278)	(35,697)	(35,697)	(65,149)	(65,149)	28,419	79.61%	no net impact on NCP
		<b>814,770</b>	<b>8,404,956</b>	<b>8,404,956</b>	<b>34,832,252</b>	<b>34,828,345</b>	<b>(7,590,186)</b>	<b>(50.25%)</b>	<b>(5,186,385) (14.88%)</b>
<b>Net Result</b>		<b>31,259,217</b>	<b>33,613,945</b>	<b>33,400,100</b>	<b>21,525,188</b>	<b>21,521,281</b>	<b>(2,354,728)</b>	<b>2.60%</b>	<b>2,993,307</b>
<b>Adjustments for Non-cash Revenue &amp; Expenditure</b>									
Depreciation		12,087,849	12,562,478	12,562,478	24,957,238	24,957,238			
Donated Assets		(728,230)	0	0	(5,600,000)	(5,600,000)			
(Profit)/Loss on Sale of Assets		7,278	20,199	20,199	18,435	18,435			
Allocations & Other Adjustments		(443,987)	0	0	0	0			
Deferred Pensioner Movements (Non-current)		16,712	0	0	0	0			
Deposit & Bonds Movements (cash backed NC)		157,315	0	0	0	0			
Future Obligations Net Movements (NC)		4,585,201	363,864	363,864	(3,055,520)	(3,008,812)			
									Non cash add-backs, no net impact on NCP
<b>Capital Revenue &amp; (Expenditure)</b>									
Land & Buildings		(558,928)	(10,761,885)	(10,761,885)	(22,802,632)	(22,838,597)	10,202,957	94.81%	
Plant & Equipment		(577,445)	(1,291,000)	(1,291,000)	(2,890,000)	(2,870,000)	713,555	55.27%	
Furniture & Equipment		(147,665)	(549,191)	(549,191)	(828,800)	(828,800)	401,526	73.11%	
Infrastructure		(7,758,393)	(17,917,605)	(18,147,545)	(38,537,750)	(38,334,501)	10,159,212	56.70%	
Total Capital Expenditure	99	(9,042,431)	(30,519,681)	(30,749,621)	(65,059,182)	(64,871,898)	21,477,250	70.37%	5,567,787 8.56%
Proceeds from Sale of Assets	50	0	407,627	407,627	776,071	776,071	(407,627)	(100.00%)	(3,690)
Proceeds from New Loans		25,000	0	0	15,450,000	15,450,000	25,000	100.00%	(4,000,000)
Self Supporting Loans - Repayment of Principal		31,067	31,066	31,066	267,033	267,033	1	0.00%	
Total Loan Repayments - Principal		(1,493,816)	(1,751,889)	(1,751,889)	(3,839,418)	(3,839,418)	258,073	14.73%	
Repayment Capital Lease		(342,248)	(365,278)	(365,278)	(489,199)	(489,199)	23,030	6.30%	
Advances to Community Groups		(25,000)	0	0	(5,450,000)	(5,450,000)	(25,000)	(100.00%)	4,000,000
Transfer to Restricted Assets		(6,974,494)	0	0	(21,740)	(21,740)	(6,974,494)	(100.00%)	
Transfer from Restricted Assets		2,657,233	0	0	1,735,682	1,688,974	2,657,233	100.00%	
Transfer to Reserves		(10,959,492)	(10,923,439)	(10,923,439)	(22,109,232)	(22,109,232)	(36,053)	(0.33%)	(7,401,598)
Transfer from Reserves		1,852,060	2,326,832	2,326,832	39,544,446	39,381,069	(474,772)	(20.40%)	Combined net impact on reserves & restricted
Opening Funds Surplus/ (Deficit)		2,448,380	2,448,380	2,448,380	2,448,380	2,448,380			
<b>Net Current Position - Surplus / (Deficit)</b>		<b>25,117,614</b>	<b>8,214,105</b>	<b>7,770,320</b>	<b>1,098,182</b>	<b>1,118,182</b>	<b>16,903,509</b>	<b>205.79%</b>	<b>1,155,806</b>

City of Busseton Capital Construction & Acquisition Report Property, Plant & Equipment, Infrastructure Year to date as at 31st December 2021							A-B	
Description	B		A				Remaining Budget (A - B)	Forecast Under / (over)spent to 30/6/22
	2021/22 Actual	2021/22 Amended Budget YTD	2021/22 Original Budget YTD	2021/22 Amended Budget	2021/22 Original Budget	2021/22 Budget YTD Variance		
	\$	\$	\$	\$	\$	%		
>> Property, Plant & Equipment								
<b>Land</b>								
10610 Property Services Administration	2,599	25,002	25,002	50,000	50,000	-89.61%	47,401	25,000
	2,599	25,002	25,002	50,000	50,000	-89.61%	47,401	25,000
<b>Buildings</b>								
<b>Major Projects</b>								
<b>Major Project - Dunsborough Foreshore</b>								
B9614 Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom Fac.	10,425	75,000	75,000	1,300,000	1,300,000	-86.10%	1,289,575	
	10,425	75,000	75,000	1,300,000	1,300,000	-86.10%	1,289,575	
<b>Major Project - Administration Building</b>								
B9012 Civic and Administration Building Replacement of Cladding	1,004	40,000	40,000	500,000	500,000	-97.49%	498,996	
	1,004	40,000	40,000	500,000	500,000	-97.49%	498,996	
<b>Buildings (Other)</b>								
B9200 Mosquito Control Storage Shed	1,210	0	0	95,000	95,000	0.00%	93,790	
B9300 Aged Housing Capital Improvements - Winderup	32,588	40,600	40,600	81,200	81,200	-19.73%	48,612	
B9301 Aged Housing Capital Improvements - Harris Road	2,662	36,500	36,500	73,000	73,000	-92.71%	70,338	
B9302 Aged Housing Capital Improvements - Winderup Court (City)	0	66,600	66,600	81,600	81,600	-100.00%	81,600	
							200,550	
B9407 Busseton Senior Citizens	105,250	111,750	111,750	111,750	111,750	-5.82%	6,500	
B9538 Weld Theatre	0	0	0	130,000	130,000	0.00%	130,000	
B9591 Performing Arts Convention Centre	21,945	9,210,455	9,210,455	18,420,297	18,420,297	-99.76%	18,398,352	
B9596 GLC Building Improvements	67,999	142,568	142,568	285,150	285,150	-52.30%	217,151	
B9605 Energy Efficiency Initiatives (Various Buildings)	90,791	137,910	137,910	187,100	187,100	-34.17%	96,309	
B9608 Demolition Allocation (Various Buildings)	0	0	0	25,000	25,000	0.00%	25,000	
B9610 Old Butter Factory	17,991	4,000	4,000	6,000	6,000	349.77%	(11,991)	
B9611 Smiths Beach New Public Toilet	0	250,000	250,000	250,000	250,000	-100.00%	250,000	
B9612 Churchill Park Renew Sports Lights	73,562	212,850	212,850	212,850	212,850	-65.44%	139,288	
B9613 CCTV Installation	29,921	0	0	50,000	50,000	0.00%	20,079	
B9615 Naturaliste Community Centre AMP	(495)	28,800	28,800	72,000	72,000	-101.72%	72,495	
B9616 Buildings Asset Management Plan High Use Allocation	52,336	30,000	30,000	150,000	150,000	74.45%	97,664	
B9617 Buildings AMP Renewal Allocation - Meelup Ablution	7,386	40,000	40,000	200,000	200,000	-81.54%	192,614	
B9619 Railway House Public Ablution Improvements	15,822	14,000	14,000	14,000	14,000	13.01%	(1,822)	
B9620 YCAB/SLSC Improvements	6,017	9,000	9,000	19,000	19,000	-33.15%	12,983	
B9621 Bovell Construction of Changerooms	0	0	0	90,000	90,000	0.00%	90,000	
B9622 Dunsborough Youth Centre Building Construction	15,604	0	0	80,000	80,000	0.00%	64,396	
B9711 Busseton Airport - Building	0	12,200	12,200	12,200	12,200	-100.00%	12,200	
B9717 Airport Construction, Existing Terminal Upgrade	0	39,650	39,650	46,485	46,485	-100.00%	46,485	46,485
B9720 BMRA Hangars	0	210,000	210,000	210,000	210,000	-100.00%	210,000	
B9808 Busseton Jetty Tourist Park Upgrade	4,314	25,000	25,000	50,000	50,000	-82.75%	45,686	15,000
	544,900	10,621,883	10,621,883	20,952,632	20,988,597	-94.87%	20,407,732	61,485
<b>Total Buildings</b>	<b>556,330</b>	<b>10,736,883</b>	<b>10,736,883</b>	<b>22,752,632</b>	<b>22,788,597</b>	<b>-94.82%</b>	<b>22,196,302</b>	<b>61,485</b>
<b>Plant &amp; Equipment</b>								
10250 Information & Communication Technology Services	0	0	0	40,000	40,000	0.00%	40,000	
10372 Dunsborough Cemetery	0	20,000	20,000	20,000	20,000	-100.00%	20,000	
10380 Busseton Library	31,805	40,000	40,000	40,000	40,000	-20.49%	8,195	
10540 Recreation Administration	0	40,000	40,000	40,000	40,000	-100.00%	40,000	
10610 Property Services Administration	0	35,000	35,000	35,000	35,000	-100.00%	35,000	
10630 Economic and Business Development Administration	0	75,000	75,000	75,000	75,000	-100.00%	75,000	
10810 Statutory Planning	0	35,000	35,000	35,000	35,000	-100.00%	35,000	
10830 Environmental Management Administration	34,507	35,000	35,000	35,000	35,000	-1.41%	493	
10920 Environmental Health Services Administration	0	40,000	40,000	40,000	40,000	-100.00%	40,000	
10950 Animal Control	0	0	0	50,000	50,000	0.00%	50,000	
11000 Engineering & Works Services Support	50,332	50,000	50,000	50,000	50,000	0.66%	(332)	
11101 Engineering Services Administration	0	35,000	35,000	35,000	35,000	-100.00%	35,000	
11107 Engineering Services Design	0	140,000	140,000	185,000	185,000	-100.00%	185,000	
11151 Airport Operations	0	15,000	15,000	15,000	15,000	-100.00%	15,000	
11202 Building Facilities - Weather Station Installations	0	0	0	20,000	0	0.00%	20,000	
11401 Transport - Workshop	0	10,000	10,000	10,000	10,000	-100.00%	10,000	
11402 Plant Purchases (P10)	420,639	446,000	446,000	896,000	896,000	-5.69%	475,361	
11403 Plant Purchases (P11)	40,161	50,000	50,000	579,000	579,000	-19.68%	538,839	
11404 Plant Purchases (P12)	0	185,000	185,000	515,000	515,000	-100.00%	515,000	
11407 P&E - P&G Smart Technologies	0	0	0	100,000	100,000	0.00%	100,000	
11500 Operations Services Administration	0	40,000	40,000	75,000	75,000	-100.00%	75,000	
	577,445	1,291,000	1,291,000	2,890,000	2,870,000	-55.27%	2,312,555	0
<b>Furniture &amp; Office Equipment</b>								
10250 Information & Communication Technology Services	87,576	220,891	220,891	441,800	441,800	-60.35%	354,224	
10380 Busseton Library	25,987	21,150	21,150	21,150	21,150	22.87%	(4,837)	
10558 Events	0	200,000	200,000	200,000	200,000	-100.00%	200,000	
10590 Naturaliste Community Centre	16,326	43,300	43,300	60,000	60,000	-62.30%	43,674	18,400
10591 Geopraphe Leisure Centre	0	0	0	30,000	30,000	0.00%	30,000	
10625 Art Geo Administration	0	10,000	10,000	10,000	10,000	-100.00%	10,000	
10900 Cultural Planning	0	13,400	13,400	25,400	25,400	-100.00%	25,400	
81000 Administration Building- 2-16 Southern Drive	0	14,000	14,000	14,000	14,000	-100.00%	14,000	
81350 Churchill Park- Other Buildings	0	26,450	26,450	26,450	26,450	-100.00%	26,450	
81450 Depot Building-Busseton	17,776	0	0	0	0	0.00%	(17,776)	(17,776)
	147,665	549,191	549,191	828,800	828,800	-73.11%	681,135	624
<b>Sub-Total Property, Plant &amp; Equipment</b>	<b>1,284,038</b>	<b>12,602,076</b>	<b>12,602,076</b>	<b>26,521,432</b>	<b>26,537,397</b>	<b>-89.81%</b>	<b>25,237,394</b>	<b>87,109</b>


City of Busselton								
Capital Construction & Acquisition Report								
Property, Plant & Equipment, Infrastructure								
Year to date as at 31st December 2021								
Description	B		A				A-B	
	2021/22 Actual	2021/22 Amended Budget YTD	2021/22 Original Budget YTD	2021/22 Amended Budget	2021/22 Original Budget	2021/22 Budget YTD Variance	Remaining Budget - B)	Forecast Under / (overspend) to 30/6/22
>> Infrastructure								
Roads								
S0026 Payne Road	2,250	15,000	15,000	30,000	30,000	-85.00%	27,750	
S0048 Bussell Highway	375,793	634,600	634,600	1,197,100	1,197,100	-40.78%	821,307	
S0070 Peel & Queen Street Roundabout Service Relocation	47,720	610,500	610,500	610,500	610,500	-92.18%	562,780	
S0072 Kaloorup Road - Reconstruct and Seal Shoulders	104,153	130,300	130,300	130,300	130,300	-20.07%	26,147	
S0076 Kaloorup Road (Stage 1)	136,300	348,426	348,426	979,550	979,550	-60.88%	843,250	
S0077 Ludlow-Hithergreen Stage 2 Reconstruct & Widen	82,380	90,002	90,002	360,000	360,000	-8.47%	277,620	
S0078 Sugarloaf Road	54,543	301,500	603,000	1,206,000	1,206,000	-81.91%	1,151,457	1,000,000
S0321 Yoongarillup Road - Second Coat Seal	0	25,000	25,000	100,000	100,000	-100.00%	100,000	
S0329 Georgette Street Reconstruction	(3,658)	0	0	0	0	0.00%	3,658	
S0330 Hakea Way Asphalt Overlay	(3,088)	0	0	0	0	0.00%	3,088	
S0331 Barracks Drive Spray Seal	355	32,744	32,744	130,980	130,980	-98.92%	130,625	
S0332 Inlet Drive Spray Seal	0	11,749	11,749	47,000	47,000	-100.00%	47,000	
S0333 Chapman Crescent Spray Seal	0	19,500	19,500	78,000	78,000	-100.00%	78,000	
S0334 Chapman Hill Road	1,825	748,000	748,000	1,496,000	1,496,000	-99.76%	1,494,175	
S0335 Kaloorup Road	1,560	240,950	240,950	481,900	481,900	-99.35%	480,340	
S0336 Wildwood Road	1,184,133	937,750	937,750	1,875,500	1,875,500	26.27%	691,367	
T0020 Capel Tutunup Road	16,205	0	0	0	0	0.00%	(16,205)	(16,205)
V0007 Causeway Road - Molloy Street Intersection	2,400	93,750	93,750	375,000	375,000	-97.44%	372,600	37,000
W0050 Gale Street	1,955	0	0	0	0	0.00%	(1,955)	(1,955)
W0067 Ford Road Reconstruct and Asphalt Overlay	36,909	0	0	0	0	0.00%	(36,909)	(36,909)
W0075 Ludlow Hithergreen Road	6,822	14,248	14,248	57,000	57,000	-52.12%	50,178	
W0078 North Jindong Road	1,166	0	0	0	0	0.00%	(1,166)	(1,166)
W0114 Wonnerup South Road	0	17,498	17,498	70,000	70,000	-100.00%	70,000	
W0121 Geographe Bay Road Quindalup	(10,161)	0	0	0	0	0.00%	10,161	
W0231 Carey Street - Asphalt Overlay & Kerb	392	0	0	0	0	0.00%	(392)	
W0246 Barnard Park East Foreshore Stage 2 Capital Works	213,244	200,000	200,000	403,000	403,000	6.62%	189,756	
W0254 Bird Crescent Asphalt Overlay	(9,402)	0	0	0	0	0.00%	9,402	
W0258 Jangarie Place Reconstruction	(23,495)	0	0	0	0	0.00%	23,495	
W0262 Yallingup Siding Road Resheet	640	0	0	0	0	0.00%	(640)	
W0264 Caves Road - Median Crossing	1,637	20,350	20,350	20,350	20,350	-91.96%	18,713	(20,000)
W0265 Seascope Rise - Road Safety Upgrade	176	113,925	113,925	236,000	236,000	-99.85%	235,824	
W0266 Layman Road Pull Over Bay	(6,318)	0	0	0	0	0.00%	6,318	
W0267 Road Safety Signage Infrastructure	700	30,250	30,250	30,250	30,250	-97.69%	29,550	
W0268 Boallia Road Reconstruct and Widen	8,519	201,000	201,000	804,000	804,000	-95.76%	795,481	400,000
W0269 Dunsborough Lakes Drive Asphalt Overlay	26,124	32,500	32,500	130,000	130,000	-19.62%	103,876	
W0270 Geographe Bay Road (Mann Street End) Asphalt Overlay	145,909	64,750	64,750	259,000	259,000	125.34%	113,091	
W0271 Gifford Road Reconstruction	6,238	83,500	83,500	334,000	334,000	-92.53%	327,762	
W0273 Monaghans Way Asphalt Overlay	18,621	31,126	31,126	124,500	124,500	-40.18%	105,879	
W0274 Rendezvous Road Spray Seals	16,218	141,250	141,250	565,000	565,000	-88.52%	548,782	
W0275 Sayers Street Asphalt Overlay	8,679	10,874	10,874	43,500	43,500	-20.19%	34,821	
W0276 Cape Naturaliste Road - School Warden Crossing Upgrade	48,272	15,000	15,000	60,000	60,000	221.82%	11,728	
W0277 Commonage & Hayes Road Intersection Safety works	132	10,252	10,252	41,000	41,000	-98.71%	40,868	
W0278 Florence Road Resheet	6,644	2,500	2,500	10,000	10,000	165.78%	3,356	
W0279 Hanaby Road Resheet	39,562	6,550	6,550	26,200	26,200	504.00%	(13,362)	(13,362)
W0280 Jacka Road Resheet	21,182	5,002	5,002	20,000	20,000	323.47%	(1,182)	(1,182)
W0281 Williamson Road Resheet	34,494	8,256	8,256	33,000	33,000	317.81%	(1,494)	(1,494)
W0282 Wilyabrup Road Resheet	92,627	19,752	19,752	79,000	79,000	368.95%	(13,627)	(13,627)
W0284 Haag Road Resheet	72,495	19,952	19,952	79,800	79,800	263.35%	7,305	7,305
W0285 Peel Terrace Butter Factory Pedestrian Refuge Construction	495	0	0	0	0	0.00%	(495)	(495)
	2,763,348	5,288,306	5,589,806	12,523,430	12,523,430	-47.75%	9,760,082	1,337,909
Bridges								
A0006 Roy Road - Bridge Construction - Bridge 3373A	0	0	0	87,000	87,000	0.00%	87,000	
A0008 Layman Road Bridge - 3438	0	0	0	234,000	234,000	0.00%	234,000	234,000
A0014 Bussell Highway - 0241	0	744,000	744,000	744,000	744,000	-100.00%	744,000	
A0022 Yallingup Beach Road Bridge - 3347	0	700,000	700,000	700,000	700,000	-100.00%	700,000	
A0023 Kaloorup Road Bridge - 3381	0	0	0	975,000	975,000	0.00%	975,000	975,000
A0024 Boallia Road Bridge - 4854	0	0	0	1,009,000	1,009,000	0.00%	1,009,000	1,009,000
A0025 Tuart Drive Bridge 0238	0	0	0	3,010,989	3,010,989	0.00%	3,010,989	
A0026 Gale Road Bridge 3408A	0	0	0	90,000	90,000	0.00%	90,000	
A0200 Donated Bridges	698,230	0	0	0	0	0.00%	(698,230)	
	698,230	1,444,000	1,444,000	6,849,989	6,849,989	-51.65%	6,151,759	2,218,000
Car Parks								
C0043 Administration Building Carpark	50,737	33,000	33,000	33,000	33,000	53.75%	(17,737)	
C0044 Meelup Coastal Nodes - Carpark upgrade	(2,752)	0	0	0	0	0.00%	2,752	
C0047 Dunsborough Town Centre Carparking	317	60,000	60,000	240,000	240,000	-99.47%	239,683	150,000
C0050 Forth Street Groyne Carpark - Formalise and Seal	7,518	53,450	53,450	53,450	53,450	-85.93%	45,932	45,000
C0053 Car Parking - Rear of Hotel Site 1	16,352	33,850	33,850	33,850	33,850	-51.69%	17,498	
C0054 Barnard East Car Parking	95,305	104,950	104,950	104,950	104,950	-9.19%	9,645	
C0055 Barnard Park East Foreshore Car Parking	240,790	292,350	292,350	292,350	292,350	-17.64%	51,560	
C0056 Hotel Site 2 Carpark	720	0	0	230,000	230,000	0.00%	229,280	229,280
C0064 Dunsborough Lakes Sporting Precinct (Stage 1) - Carparking	0	800,000	800,000	800,000	800,000	-100.00%	800,000	
C0065 Meelup Coastal Parking & Landscaping	39,275	43,260	43,260	173,000	173,000	-9.21%	133,725	
	448,262	1,420,860	1,420,860	1,960,600	1,960,600	-68.45%	1,512,338	424,280
Footpath and Cycleways								
F0030 Peel Terrace (Footpath Renewal)	234	0	0	0	0	0.00%	(234)	
F0066 Bussell Highway Footpath Sections	844	0	0	0	0	0.00%	(844)	
F0067 Beach Road Dunsborough Footpath	9,041	0	0	0	0	0.00%	(9,041)	
F0089 Barnard East Footpaths	0	89,050	89,050	89,050	89,050	-100.00%	89,050	
F0090 DAIP - Disability Access	0	4,250	4,250	17,000	17,000	-100.00%	17,000	
F0094 Georgette Street	(7,792)	12,950	12,950	12,950	12,950	-160.17%	20,742	
F0096 Stanley Place	(23,238)	0	0	0	0	0.00%	23,238	
F0098 Dunsborough Centennial Park Project	0	25,000	25,000	100,000	100,000	-100.00%	100,000	100,000
F0100 Busselton Foreshore Improvements	36,637	39,650	39,650	39,650	39,650	-7.60%	3,013	
F0102 Busselton CBD Footpath Renewal	66,494	125,000	125,000	500,000	500,000	-46.80%	433,506	
F0103 Carey Street Footpath Construction	0	55,000	55,000	220,000	220,000	-100.00%	220,000	



City of Busseton Capital Construction & Acquisition Report Property, Plant & Equipment, Infrastructure Year to date as at 31st December 2021									
		B		A				A-B	
Description	2021/22 Actual	2021/22 Amended Budget YTD	2021/22 Original Budget YTD	2021/22 Amended Budget	2021/22 Original Budget	2021/22 Budget YTD Variance	Remaining Budget (A - B)	Forecast Under / (overspent) to 30/6/22	
F0105 End of Trip Footpath Construction	0	2,500	2,500	10,000	10,000	-100.00%	10,000		
F0106 Wayfinding Signage - Footpath & Cycleways	0	3,000	3,000	12,000	12,000	-100.00%	12,000		
F0107 Arnp Drive Footpath Construction	326	17,500	17,500	70,000	70,000	-98.14%	69,674	69,674	
F0108 Backhouse / Falkingham Footpath Construction	10,235	2,000	2,000	8,000	8,000	411.77%	(2,235)		
F0109 Joseph Drive Footpath Construction	14,238	5,000	5,000	20,000	20,000	184.76%	5,762		
F0110 Sloan Drive Footpath	0	23,626	23,626	94,500	94,500	-100.00%	94,500		
F0111 Cook Street Footpath	0	8,312	8,312	33,250	33,250	-100.00%	33,250		
F0112 Causeway Road Shared Path	2,545	0	0	197,000	197,000	0.00%	194,455	194,455	
F1022 Buayanup Drain Shared Path	396,783	520,800	520,800	520,800	520,800	-23.81%	124,017	50,000	
	506,348	933,638	933,638	1,944,200	1,944,200	-45.77%	1,437,852	414,129	
Parks, Gardens and Reserves									
Busseton Jetty									
C3497 Busseton Jetty - Capital Expenditure	114,465	408,786	408,786	817,550	817,550	-72.00%	703,085		
	114,465	408,786	408,786	817,550	817,550	-72.00%	703,085	0	
Coastal & Boating									
C0311 Stinger Control	0	45,000	45,000	45,000	45,000	-100.00%	45,000		
C2512 Sand Re-Nourishment	34,586	40,000	40,000	100,000	100,000	-13.53%	65,414		
C1511 RBFS Various Grant Applications	2,500	31,800	31,800	31,800	31,800	-92.14%	29,300		
C2530 Coastal Structures (West Busseton Seawall - Stage 2)	36,169	390,000	390,000	410,000	410,000	-90.73%	373,832		
C2532 Coastal Adaptation: Mitigation of Coastal Flooding (Drain M)	0	200,000	200,000	200,000	200,000	-100.00%	200,000		
C2533 Coastal Adaptation: Forth St (Stage 2)	6,761	430,000	430,000	430,000	430,000	-98.43%	423,239	423,239	
	80,016	1,136,800	1,136,800	1,216,800	1,216,800	-92.96%	1,136,784	423,239	
Waste Services									
C2006 Depot Washdown Facility Upgrades	0	82,500	82,500	82,500	82,500	-100.00%	82,500		
C3474 Regional Waste Hub Development	0	25,000	25,000	50,000	50,000	-100.00%	50,000		
C3479 Vidler Road Waste Site Capital Improvements	0	15,000	15,000	50,000	50,000	-100.00%	50,000		
C3481 Transfer Station Development	19,606	100,000	100,000	200,000	200,000	-80.39%	180,394		
C3489 Liquid Waste Pond Renewal Works	114,606	230,000	230,000	410,000	410,000	-50.17%	295,394		
C3491 Busseton Landfill Post-closure Capping, Rehab & Remediation	58,750	500,000	500,000	1,000,000	1,000,000	-88.25%	941,250		
C3492 City Lined Landfill Stage 2 - Preliminary Works	71,368	0	0	500,000	500,000	0.00%	428,632		
	264,329	952,500	952,500	2,292,500	2,292,500	-72.25%	2,028,171	0	
Townscape & Vasse River									
C1006 Townscape Street Furniture Replacement - Dunsborough	2,742	10,000	10,000	15,000	15,000	-72.58%	12,258		
C1012 Townscape Street Furniture Replacement - Busseton	0	5,000	5,000	10,000	10,000	-100.00%	10,000		
C1026 Townscape Works Dunsborough	30,566	286,218	286,218	1,057,567	1,057,567	-89.32%	1,027,001	525,000	
C3166 Vasse River Foreshore - Bridge to Bridge	2,440	0	0	28,000	28,000	0.00%	25,560		
C3238 Vasse River - General Upgrade	0	14,246	14,246	28,500	28,500	-100.00%	28,500		
C3243 Vasse River - Ongoing Restoration of River Habitat	0	0	0	640,000	640,000	0.00%	640,000		
	35,748	315,464	315,464	1,779,067	1,779,067	-88.67%	1,743,319	525,000	
Other P&G Infrastructure									
C1605 Busseton Cemetery Infrastructure Upgrades	1,840	0	0	40,000	40,000	0.00%	38,160		
C1609 Pioneer Cemetery - Implement Conservation Plan	3,115	5,581	5,581	20,000	20,000	-44.18%	16,885		
C1610 Dunsborough Cemetery	0	0	0	20,300	20,300	0.00%	20,300		
C1752 Beach Access Improvements	0	40,000	40,000	40,000	40,000	-100.00%	40,000		
C1753 Eagle Bay Viewing Platform	2,517	95,450	95,450	95,450	95,450	-97.36%	92,933		
C3006 Playgrounds General - Replacement of playground equipment	15,416	0	0	25,000	25,000	0.00%	9,584		
C3007 Park Furniture Replacement - Replace aged & unsafe Equip	353	12,500	12,500	25,000	25,000	-97.18%	24,647		
C3046 Dunsborough - BMX / Skatebowl	4,999	5,000	5,000	10,000	10,000	-0.02%	5,001		
C3048 BBQ Placement and Replacement	9,585	5,000	5,000	10,000	10,000	91.69%	415		
C3116 Dawson Park (Mcintyre St Pos)	69,624	136,650	136,650	182,200	182,200	-49.05%	112,576		
C3122 Rails to Trails - Continuation of Implementation Plan	313	50,000	50,000	100,000	100,000	-99.37%	99,687	50,000	
C3177 Shade Sail Program	2,495	25,000	25,000	100,000	100,000	-90.02%	97,505		
C3189 Barnard East Conservation Area	503	15,000	15,000	30,000	30,000	-96.65%	29,497		
C3193 Cricket Wicket Renewal	0	15,000	15,000	15,000	15,000	-100.00%	15,000		
C3198 Vasse SAR Area General Improvements to the Area	32,145	26,020	26,020	65,000	65,000	23.54%	32,855		
C3200 Province SAR Area General Improvements to the Area	19,931	0	0	80,000	80,000	0.00%	60,069	20,000	
C3202 Port Geographe Street Light Replacement	22,013	21,550	21,550	21,550	21,550	2.15%	(463)		
C3203 Port Geographe General Improvements/ Foreshore	1,272	25,438	25,438	50,875	50,875	-95.00%	49,603		
C3206 Landscaping - Old Busseton Tennis Club Site	(3,392)	0	0	0	0	0.00%	3,392		
C3207 Barnard East Underground Power	91,996	158,300	158,300	158,300	158,300	-41.89%	66,304		
C3208 Barnard East Landscaping	1,198	150	150	150	150	698.54%	(1,048)		
C3210 McBride Park - POS Upgrade	0	1,389	1,389	1,850	1,850	-100.00%	1,850		
C3211 Tulloh St (Geographe Bay Road) - POS Upgrade	24,912	66,188	66,188	88,250	88,250	-62.36%	63,338		
C3213 Cabarita Road - POS Upgrade	0	21,106	21,106	28,150	28,150	-100.00%	28,150		
C3214 Kingsford Road - POS Upgrade	71,108	136,057	136,057	181,450	181,450	-47.74%	110,342		
C3215 Monash Way - POS Upgrade	71,797	121,238	121,238	161,850	161,850	-40.78%	90,053		
C3216 Wagon Road - POS Upgrade	80,046	121,238	121,238	161,650	161,650	-33.98%	81,604		
C3217 Limestone Quarry - POS Upgrade	119,577	121,238	121,238	161,650	161,650	-1.37%	42,073		
C3218 Dolphin Road - POS Upgrade	120,184	64,575	64,575	86,100	86,100	86.12%	(34,084)		
C3219 Kingfish/ Costello - POS Upgrade	33,514	64,725	64,725	86,300	86,300	-48.22%	52,786		
C3220 Quindalup Old Tennis Courts Site - POS Upgrade	35,236	36,525	36,525	48,700	48,700	-3.53%	13,464		
C3223 Dunsborough Non-Potable Water Network	500,464	991,268	991,268	1,486,900	1,486,900	-49.51%	986,436	40,000	
C3224 Dunsborough Nature Based Playground	0	40,000	40,000	40,000	40,000	-100.00%	40,000		
C3225 Dunsborough Lakes Sporting Precinct (Stage 1)	752,293	1,058,972	1,058,972	2,117,950	2,117,950	-28.86%	1,365,657		
C3226 Mitchell Park Upgrade	749,870	836,300	836,300	836,300	836,300	-10.33%	86,430		
C3227 Barnard Park East Foreshore Landscaping	355,871	351,100	351,100	351,100	351,100	1.36%	(4,771)		
C3229 Hotel Site 2 Landscaping	0	0	0	150,000	150,000	0.00%	150,000		
C3232 Irrigation Renewal	8,211	10,000	10,000	20,000	20,000	-17.89%	11,789		
C3233 Allan Street Cycleway Lighting	2,107	10,000	10,000	10,000	10,000	-78.93%	7,893		
C3235 Eastern Link Landscaping	216,885	224,750	224,750	224,750	224,750	-3.50%	7,865		
C3236 Dunsborough Foreshore Lighting	14,562	20,750	20,750	20,750	20,750	-29.82%	6,188		
C3237 King Street Landscaping Stage 2	6,900	6,900	6,900	6,900	6,900	0.00%	0		
C3239 Foreshore Busseton - High Street to Carey Street	0	15,000	15,000	20,000	20,000	-100.00%	20,000		
C3240 Foreshore Yallingup Capital	0	5,000	5,000	10,000	10,000	-100.00%	10,000		
C3241 Outdoor Spaces (Gen cap alloc for courts, flood lights etc.)	0	100,000	100,000	200,000	200,000	-100.00%	200,000		
C3244 Dunsborough Lakes Sporting Precinct - Outdoor Courts	569	650,000	650,000	650,000	650,000	-99.91%	649,431		
C3246 Bovell - Connection of Services	0	0	0	210,000	210,000	0.00%	210,000		
C3247 King Street POS Shower (inc Dog Shower)	0	5,000	5,000	5,000	5,000	-100.00%	5,000		
C3248 Beach Shower Morgan Street, Geographe	161	7,500	7,500	7,500	7,500	-97.85%	7,339		

City of Busseton Capital Construction & Acquisition Report Property, Plant & Equipment, Infrastructure Year to date as at 31st December 2021								
Description	B		A				A-B	
	2021/22 Actual	2021/22 Amended Budget YTD	2021/22 Original Budget YTD	2021/22 Amended Budget	2021/22 Original Budget	2021/22 Budget YTD Variance	Remaining Budget (A - B)	Forecast Under / (overspend) to 30/6/22
C3451 Aged Housing Infrastructure (Upgrade)	2,672	15,000	15,000	15,000	15,000	-82.19%	12,328	
	3,442,858	5,738,456	5,738,456	8,476,925	8,476,925	-40.00%	5,034,067	110,000
	3,937,417	8,552,006	8,552,006	14,582,842	14,582,842	-53.96%	10,645,425	1,058,239
<b>Drainage</b>								
D0009 Busseton LIA - Geocatch Drain Partnership WSUD Improvements	1,511	0	0	30,000	30,000	0.00%	28,489	
D0025 Carey Street Drainage Upgrade	11,578	70,400	70,400	281,605	281,605	-83.55%	270,027	
	13,090	70,400	70,400	311,605	311,605	-81.41%	298,515	0
<b>Airport Industrial Parks</b>								
C6010 Airport Fencing Works	26,115	23,235	23,235	23,235	23,235	12.40%	(2,880)	(2,880)
C6087 Airport Construction Stage 2, Landside Civils & Services Inf	26,857	27,372	88,600	27,372	88,600	-1.88%	515	
C6091 Airport Construction Stage 2, Noise Management Plan	0	106,689	25,000	213,377	50,000	-100.00%	213,377	
C6099 Airport Development - Project Expenses	28,225	51,100	0	101,100	0	-44.77%	72,875	31,000
	81,197	208,396	136,835	365,084	161,835	-61.04%	283,887	28,120
Sub-Total Infrastructure	8,447,891	17,917,605	18,147,545	38,537,750	38,334,501	-52.85%	30,089,859	5,480,678
<b>Grand Total - Capital Acquisitions</b>	<b>9,731,930</b>	<b>30,519,681</b>	<b>30,749,621</b>	<b>65,059,182</b>	<b>64,871,898</b>	<b>-68.11%</b>	<b>55,327,252</b>	<b>5,567,786</b>

### 15.1 APPLICATION CLUB NIGHT LIGHTS PROGRAM - BUSSELTON BOWLING CLUB

<b>STRATEGIC THEME</b>	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing.
<b>STRATEGIC PRIORITY</b>	2.3 Provide well planned sport and recreation facilities to support healthy and active lifestyles.
<b>SUBJECT INDEX</b>	CSRFF
<b>BUSINESS UNIT</b>	Governance Services
<b>REPORTING OFFICER</b>	Club Development Officer - Melissa Egan
<b>AUTHORISING OFFICER</b>	Director, Community and Commercial Services - Naomi Searle
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Strategic Plan - Busselton Bowling Club Inc. <a href="#">↓</a> 

The officer recommendation was moved and carried.

#### COUNCIL DECISION

**C2203/068**

Moved Councillor A Ryan, seconded Councillor K Cox

That the Council:

1. Endorses the priority rankings of the applications to the Department of Local Government Sport and Cultural Industries' Club Night Lights Program as ranking 1 of 1, rating A, Busselton Bowling Club Inc. – Bowling Green Lighting.
2. Submits an application on behalf of the Busselton Bowling Club Inc. to the Department of Local Government Sport and Cultural Industries for funding for its Bowling Green Lighting project.
3. Endorses the allocation of up to \$46,470 (exclusive of GST) towards the Busselton Bowling Club Inc. application for Bowling Green Lighting, to be funded from the 2022/2023 Community Assistance Program Budget, as the City's commitment to one third of the project cost.

**CARRIED 9/0**

**BY ABSOLUTE MAJORITY**

#### OFFICER RECOMMENDATION

That the Council:

1. Endorses the priority rankings of the applications to the Department of Local Government Sport and Cultural Industries' Club Night Lights Program as ranking 1 of 1, rating A, Busselton Bowling Club Inc. – Bowling Green Lighting.
2. Submits an application on behalf of the Busselton Bowling Club Inc. to the Department of Local Government Sport and Cultural Industries for funding for its Bowling Green Lighting project.
3. Endorses the allocation of up to \$46,470 (exclusive of GST) towards the Busselton Bowling Club Inc. application for Bowling Green Lighting, to be funded from the 2022/2023 Community Assistance Program Budget, as the City's commitment to one third of the project cost.

## EXECUTIVE SUMMARY

The Club Night Lights Program (CNLP) is a State Government funding program which provides financial assistance to community groups and local governments to develop sports floodlighting infrastructure. The CNLP program is similar to, and managed the same, as the Community Sporting and Recreation Facilities Fund but designated towards lighting sporting facilities.

The current round of small grant applications (less than \$300,000) must be submitted to the Department of Local Government, Sport and Cultural Industries (DLGSCI) by 31 March 2022. This report is required as part of the CNLP criteria, to obtain Council's approval to submit the application to the DLGSCI and endorse the financial commitment by the City in support of the project.

## BACKGROUND

The CNLP is administered by the DLGSCI and provides financial assistance of up to a maximum of one third of the total capital cost for the installation or upgrade of lighting at sporting facilities which will maintain or increase physical activity and participation.

To ensure the lighting projects are viable and appropriate, applications are evaluated in accordance with a criteria developed by the DLGSCI and how well they meet four Key Principles of Facility Provision, being Planning, Management, Design and Financial.

The local government is required to assess the application against these criteria and then rate and prioritise the application using the following guide:

RATE	DESCRIPTION
A	Well planned and needed by the municipality
B	Well planned and needed by the applicant
C	Needed by the municipality, more planning required
D	Needed by the applicant, more planning required
E	Idea has merit, more preliminary work needed
F	Not recommended

Applications for the current small grants funding round must be submitted to the South West office of DLGSCI by no later than 31 March 2022.

During April to June 2022, the applications, along with others received throughout the State, will be evaluated and ranked by the CNLP Assessment Panel. Successful applications will be announced following this assessment with funding expected to be available around July 2022.

There is one (1) application for this round of funding:

1. Busselton Bowling Club Inc. – Lighting Upgrade

## OFFICER COMMENT

One application has been received from Busselton Bowling Club Inc. for consideration in the current round of funding of the Club Night Lights Program small grants projects.

The Busselton Bowling Club holds a lease over land which is owned freehold (subject to Crown grant) and managed by the City. Currently, there is no lighting at all over the bowling playing greens, which limits use of the greens to day time only. The lack of lighting facilities for a regional bowling club of its size is unusual. With the installation of lighting over 2 of its 4 greens, this will create the ability to play games in the evening and greatly increase use of the Club's facilities.

As a result, it is expected to result in a marked increase of the Club's membership, being an expected increase from 180 to 250 (approximately 38%) members, and the expansion of its social and corporate bowls events. Officers are therefore comfortable that there is a demonstrated and high priority need for the Club's project to install lighting over its greens. Accordingly, officers recommend the submission of the application to the DLGSCI on the basis of the assessment, as a project well planned and needed by the municipality. Brief comments are made below.

### ***Alignment with Strategic Plan***

As part of the Every Club program which is facilitated by the City of Busselton, the Club completed a Strategic Plan in 2021 in which it identified four priority areas, namely:

- *Priority Area: Facilities*
  - *Goal: to utilise and maintain the clubrooms and the greens to the highest standard.*

Included in the method of achieving the above goal was the identification of twilight and other new forms of bowls.

- *Priority Area:*
  - *Goal: marketing, promotion and communication: to promote the club to its members and the wider community.*

The Club's CNLP application to install lighting over two of its playing greens aligns well with its strategic plan and the Club's identified priorities of maintaining its greens to the highest standard and promoting the Club to its members and wider community.

### ***Consultation***

As part of the requirements of the application, the applicant must meet with a representative of the DLGSC. The applicant fulfilled this requirement by meeting with Mr Troy Jones, Regional Manager Peel/South West, and the City's Club Development Officer, on 28 January 2022.

### **Statutory Environment**

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

### **Relevant Plans and Policies**

The officer recommendation aligns to the City of Busselton *Social Plan 2015-2025*. A key goal of this Plan is to "create needed, quality, sustainable recreation and leisure facilities and services for our community".

### **Financial Implications**

Each year, the City provides financial assistance to community groups and not-for-profit organisations through a Community Assistance Program. This assistance is provided for specific activities or projects proposed to be undertaken by that group or organisation within the forthcoming financial year. An allocation of 0.5% of estimated rates is applied each year to fund the program as resolved by Council (C1103/097).

If the Council endorses the officer recommendation, the draft 2022/2023 budget for the City's Community Assistance Program will need to allocate \$46,470 (ex. GST) for the City's contribution (one third of the project cost). The Community Assistance Program (CAPs) will have a total of \$281,000 for the 2022/23 financial year from which these funds can be drawn. The CAPs Revitalisation Grant Plus program is appropriate for this application, as it is designed for assistance towards significant infrastructure development and when external funding (e.g. CSRF and CNLP) is also being sourced.

The proposed funding breakdown is as follows:

Contribution towards project	Amount (ex GST)
Busselton Bowling Club Inc.	\$46,470
City of Busselton (CAPs application)	\$46,470
State Government (DLGSCI) CNLP	\$46,470
Total project cost	<b>\$139,410</b>

### **Stakeholder Consultation**

Consultation has taken place between the Club and the DLGSCI representative (Mr Troy Jones) from the South West office in regards to the project.

As part of the wider consultation process, the Club also distributed a letter to addresses located in the vicinity of the Club's facilities, advising them of the proposed lighting installation and seeking any feedback. This letter was distributed on 26 February 2022 and, as at the current time, no submissions have been received from the public.

### **Risk Assessment**

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

### **Options**

As an alternative to the proposed recommendation the Council could:

1. Decide not to support the Club's application; or
2. Agree to submit the application in the next round, being a deadline with the DLGSCI of 26 August 2022. Note, this means commencement of the project would be delayed until at least October 2022 and the current quotation for the works could change (increase) in this time and the availability of the contractor may not be guaranteed

### **CONCLUSION**

The application for the CNLP March 2022 small grant round shows sound reasoning and justification, with the Club demonstrating sufficient capacity to complete the project and maintain the lighting over its full life cycle. It is recommended that the following application is assessed and ranked as a priority:

- Rank 1 of 1, project rating A - Busselton Bowling Club Inc. – Bowling Green Lighting.

### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The application will be submitted with the DLGSC by 31 March 2022 and applicants will be advised by DLGSC by July 2022.



## Strategic Intent Busselton & Dunsborough Bowls

### VISION

Bowls for everyone.  
Grow Our Game.  
Expand our Club.

### VALUES

**Welcoming** and friendly  
**Respectful** and support each other  
**Innovative** and open to change  
**Value** and promote health and wellbeing  
**Inclusive**, diverse and encouraging

### PURPOSE

Fully utilized bowling facility, which caters for a range of different ages and competitions.  
  
Provides bowling and social interaction for all the community – now and into the future.

### CHALLENGES + OPPORTUNITIES

Ageing volunteer and membership base  
Resistance to change and reluctance to new memberships, new games, new options  
Catering for the present members and looking always to the future for new members  
Increasing costs & need for financial sustainability

### KEY ASSOCIATIONS/CLUBS

Busselton Bowling Club  
Dunsborough & District Country Club



## FOUR PRIORITY AREAS

### LEADERSHIP & GOVERNANCE

**Goal: To provide leadership, strong governance and financial sustainability**

- Competent Leaders, Management and Committees
- Efficient Meetings and Decision Making

### FACILITIES

**Goal: to support our existing membership base and grow new members**

- New members targeted
- Expanded bowling options for new markets
- Existing members support

### MEMBERS & VOLUNTEERS

**Goal: to recognize and support our volunteers**

- Existing volunteers are well supported
- Acknowledge, recognize and reward volunteers
- Succession Planning for Volunteers

### PROMOTION & COMMUNICATION

**Goal: to expand all forms of communication**

- Expand the platforms and methods of communication for different purposes
- Consistent communication across club



This Strategic Intent Draft has been developed following a combined workshop on 1 May 2019.  
It provides a summary and starting point for continued strategic planning.



Department of  
Local Government, Sport  
and Cultural Industries

DRAFT 2019

**ITEMS FOR DEBATE****16.2 LONG TERM FINANCIAL PLAN 2022/23 - 2031/32**

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.5 Responsibly manage ratepayer funds to provide for community needs now and in the future.
<b>SUBJECT INDEX</b>	LTFP
<b>BUSINESS UNIT</b>	Finance and Corporate Services
<b>REPORTING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Attachment A LTFP March 2022 Final  

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

There was opposition to the motion and debate ensued.

**SUBSTANTIVE MOTION**

**C2203/069** Moved Councillor A Ryan, seconded Councillor S Riccelli

**That the Council endorses the Draft Long Term Financial Plan 2022/23 to 2031/32 as provided in Attachment A as its current 10 Year Long Term Financial Plan to be used as a guiding document for the City of Busselton, with line item "1.1 MERG Reserve Transfer" on Page 14 of the Long Term Financial Plan of \$100,000 in the first year and \$150,000 for the next 9 years be removed.**

**LOST 8/1**

**FOR: CR RYAN**

**AGAINST: CR HENLEY, CR CARTER, CR RICHARDS, CR COX, CR CRONIN,  
CR RICCELLI, CR LOVE, CR PAINE**

With the substantive motion lost, the officer recommendation was moved and carried.

**COUNCIL DECISION**

**C2203/070** Moved Councillor G Henley, seconded Councillor P Cronin

**That the Council endorses the Draft Long Term Financial Plan 2022/23 to 2031/32 as provided in Attachment A as its current 10 Year Long Term Financial Plan to be used as a guiding document for the City of Busselton.**

**CARRIED 8/1**

**FOR: CR HENLEY, CR CARTER, CR RICHARDS, CR COX, CR CRONIN,  
CR RICCELLI, CR LOVE, CR PAINE**

**AGAINST: CR RYAN**



**OFFICER RECOMMENDATION**

That the Council endorses the Draft Long Term Financial Plan 2022/23 to 2031/32 as provided in Attachment A as its current 10 Year Long Term Financial Plan to be used as a guiding document for the City of Busselton.

**EXECUTIVE SUMMARY**

The Draft Long Term Financial Plan 2022/23 to 2031/32 (Draft LTFP) has been prepared after approximately 6 months of background work and three separate workshops with Council.

The Draft LTFP has taken into consideration a number of factors including other informing strategies and plans, economic factors and trends as well as a range of assumptions including rates growth, interest rates, environmental factors and community needs.

This report requests Council to consider acknowledging and receiving the Draft LTFP and to endorse its content as a guiding document for the City of Busselton.

**BACKGROUND**

City staff have been preparing the LTFP over the course of the previous 6 months following the development of the City's new Strategic Community Plan 2021 (SCP) community consultation and its current Corporate Business Plan (CBP). The LTFP aligns with these particular documents and also incorporates strategies surrounding asset management, sport and recreation, local planning, finance and rating.

Council was presented with the Draft Long Term Financial Plan (LTFP) 2022/23 to 2031/32 following the recent workshops held on the 10<sup>th</sup>, 17<sup>th</sup> and 23<sup>rd</sup> February 2022.

These workshops focused on the details surrounding the draft plan including:

- Strategic context of the LTFP
- Historic and future LTFP analysis
- Key drivers and assumptions
- Asset management allocations
- Rates, levies and employee costs
- Capital Projects
- Loans and interest rates
- Reserves
- Future projects under consideration
- Workforce planning and growth
- Ratios

As discussed with Council at its workshops in February 2022, the current draft LTFP has been further developed with revised assumptions, incorporating known changes as well as continuing to keep rates increases to a minimum where possible.

Following Council's final workshop, City staff have modelled some of the changes agreed which now feature in the final draft as per attachment A. These changes included:

1. Miscellaneous land purchases to be funded from the municipal fund after year 4;
2. Updates to lease income in strategic land purchases;
3. Shift the Australian Underwater Discovery Centre project to section 7 and remove all loan borrowings, income and reserve movements as a result of the project being placed on hold;
4. Increase all new loan borrowings by 0.25% and additional assumptions of loans as depicted on page 3;
5. Lease income from Old Fire Station to be transferred to the CBD Enhancement Reserve on an annual basis;
6. Updated Busselton Margaret River Airport figures with recent changes in usage patterns;
7. Sale of Ambergate land reducing loan borrowings for strategic land acquisitions and realising the additional income following Council's resolution on 9 March 2022;
8. Minor narration corrections; and
9. Inclusion of Black Spot funded program for Metricup Road for 2022/23.

The final draft will form the basis for the budget for the 2022/23 financial year upon endorsement by Council.

#### **OFFICER COMMENT**

Local governments are required to plan for the future of their districts in accordance with the *Local Government Act 1995*. This is achieved by adhering to the Integrated Planning and Reporting Framework (IPRF) developed by the Department of Local Government, Sport and Cultural Industries (DLGSC) which incorporates the development and adoption of a number of key documents, including a Strategic Community Plan (SCP), a Corporate Business Plan (CBP) and the LTFP.

Whilst a SCP sets out the community's aspirations, visions and objectives over a 10-year period, a more detailed CBP identifies and prioritises the principal strategies and activities required to achieve the higher level SCP outcomes, over a four-year time frame.

The LTFP component is required to demonstrate a local government's financial capacity to resource its identified CBP actions, and also its ability to resource its asset management plan obligations and projected workforce growth requirements, as detailed in the relevant plans. The Financial Plan also identifies major areas of income and expenditure anticipated over the balance of the 10-year time frame.

It is also important to note that the LTFP is used predominately as a planning tool. As such it includes many assumptions (outlined within the LTFP) and includes several projects that and/or proposals that in some cases:

1. have been approved by Council and are in progress;
2. have been considered by Council but are yet to receive final approval;
3. have only been considered by Councillors on a strategic level; and
4. are operational in nature and based on the requirement to provide Business as Usual (BAU) to maintain assets, services and infrastructure in accordance with management and various other plans.

10 years is a substantial period to provide definitive and accurate financial forecasts. It must be acknowledged that the LTFP strives to achieve a higher level of accuracy (based on the identified assumptions) in years 1 to 5, however years 6 – 10 are more than likely a moderate level of accuracy. To alleviate these issues, the LTFP is reviewed and updated regularly.

### LTFP Development

The LTFP uses the 2021/22 Annual Budget as the base year. The plan applies a number of assumptions which are used to extrapolate the LTFP over a 10-year period. The table below outlines some of the assumptions applied throughout the plan to assist in forecasting expenditure, income and timing.

Section	Description	Current % of Rates (20/21)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
			2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
<b>A - Revenue Drivers</b>												
<b>A1 - Rates</b>	Proposed rate increases		3.50%	3.50%	3.50%	3.25%	2.95%	2.95%	2.95%	2.95%	2.95%	2.95%
<b>A2 - Operating grants, subsidies and contributions</b>	Tied to B3 Materials & Contracts Increases		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
<b>A3 - Fees and charges</b>	Tied to B3 Materials & Contracts Increases		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
<b>A4 - Interest on investments</b>	Adjusted according to low interest rate environment		0.75%	1.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
<b>A5 - Other revenue</b>	Tied to B2 Materials & Contracts Increases		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
<b>B - Expenditure Drivers</b>												
<b>B1 - Consumer Price Index</b>	Based on WA Consumer Price Index (RBA)		2.50%	2.50%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
<b>B2 - Employee costs</b>	Based on EBA/National Wage WALGA Forecast Oct 2021		2.50%	2.50%	2.50%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%
<b>B3 - Materials and contracts</b>	Aligns with WALGA Economic Briefing Forecast Oct 2021		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
<b>B4 - Other expenditure</b>	Tied to WALGA Economic Briefing Forecast Oct 2021		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
<b>B5 - Utility charges (electricity, gas, water etc.)</b>	Reflects forecast of energy price increases		2.50%	2.50%	2.75%	3.00%	3.25%	3.25%	3.25%	3.25%	3.25%	3.50%
<b>B6 - Insurance expenses</b>	Forecasts are subject to claims and unforeseen events		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
<b>B7 - Interest on borrowings</b>	Per WATC long-term financial forecasts (20 year loan)		3.25%	3.50%	3.75%	3.75%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
<b>B8 - Interest on borrowings</b>	Per WATC long-term financial forecasts (20 year loan)		3.00%									
<b>B9 - Interest on borrowings</b>	Per WATC long-term financial forecasts (15 year loan)		2.10%	2.35%	2.60%	2.60%	2.85%	2.85%	2.85%	2.85%	2.85%	2.85%
<b>B10 - Interest on borrowings</b>	Per WATC long-term financial forecasts (10 year loan)		1.80%	2.05%	2.30%	2.30%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%
<b>B11 - Interest on borrowings</b>	Per WATC long-term financial forecasts (5 year loan)		1.25%	1.50%	1.75%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

Additionally, the table below provides additional commentary to explain each section and the scenarios considered during the development of the LTFP.

Description	Commentary
Rates	Governs the increase to rates revenue each year. Does not relate to natural growth in the rates as a result of continued residential development. In an attempt to keep downward pressure on rates, the model plans to keep all rate increases below 3.5% and drops to 2.95% in the latter years.
Operating Grants, Subsidies & Contributions	Relates to external funding received which is used for ongoing operating expenditure.
Fees and Charges	Forecasts a small increase to fees charged for use of City facilities and provision of related services across the district.
Interest on Investments	Forecast reasonably low in the initial few years to reflect the current monetary policies in Australia's recovering economy. It is predicted that this will improve over time.
Other Revenue	Largely related to sale of scrap materials and fines paid.
Consumer Price Index (Perth)	Whilst this increment factor does not affect many operating expenditure items, CPI is used in the LTFP to ensure transfers to/from reserves, and certain capital projects, are updated each year to reflect the time value of money.
Employee Costs	This is kept in line with the current trends present in WA local government, to reflect the City's commitment to keeping pace with other Councils and remaining equitable at the same time.

Materials and Contracts	Although quite similar to CPI, Materials and Contracts is expected to escalate faster due to the expected strength in the construction sector. Real increases are based on growth in facility service levels expected over the ten year period. This factor has been based more around the Local Government Cost Index (LGCI)
Utility Charges	Moderate increases are forecasted as a result of energy tariffs that could out-pace CPI by a margin of 0.50 – 1.00%. This is an overly conservative approach to ensure utility costs are not under-represented in the later years of the LTFP.
Insurance Expenses	Based on historical expectations of contractual increases.
Interest on Borrowings	Based on the forecast 10-year Western Australian Treasury Corporation Indicative Rates.
Other Expenditure	Forecasted to escalate more than CPI in most years, including expenditure relating to donations/contributions, elected members' expenses, lease liabilities, rating valuations, indicative guarantee expenditure, marketing, advertising, sponsorships, catering and other miscellaneous categories.

These assumptions are made based on economic forecasts and data from a range of sources including Western Australian Local Government Association (WALGA) and the Western Australian Treasury Corporation (WATC) and the Western Australian Treasury Department (Treasury).

The LTFP continues to invest funds into the improvement of the City's built assets with an increase in funds applied to specific Reserve Accounts. These sources of funds are then used to increase investment in the City's assets. Funds are also allocated to ensure that new assets received from developers and the community are adequately funded and maintained. This is a continuation of the Council's long term strategy for its asset management.

The LTFP operates on a series of conservative assumptions with revenue set to grow modestly, whilst costs are set to grow quite significantly. As the LTFP is subject to a holistic review on an annual basis, assumptions are updated with each revision. Prudent fiscal management would suggest that the LTFP should plan for a scenario with a less than optimistic outcome; in the case that performance exceeds expectations, adjustments can be made at that time, but not before.

Following on from the approach in previous years, the LTFP remains a cornerstone of the decision-making process of the Council. Consequently, it is a 'living document'.

#### Rates & Rating Levels

As mentioned above, emphasis has been placed on keeping rates as low as possible. It is a fine balance of making sure the City can provide the services expected of the community, as well as cater for the loan and operating costs of new facilities such as the Busselton Performing Arts and Convention Centre (BPACC).

It is acknowledged that current market pressures increased the original predicted construction costs of the BPACC. As such, this has had to be met through a combination of reserve funding and increases in rates.

Over the previous 20 years, the City's rate increases have averaged over 5.5%. This LTFP has an average annual rate increase of 3.15% over the forward 10 years.

### Capital Works Program

A key component of the LTFP is the capital works program. This section outlines individual project proposed to be undertaken over the next 10 years. These are based on the known projects listed in various existing City strategies and plans. This section is split into 7 categories being:

1. Asset Management, Renewal & Minor Upgrades

This section outlines the commitments to maintaining and improving the condition City's assets including roads, buildings, footpaths, public open space, recreational reserves, plant and equipment etc.

The LTFP indicates an improvement in Asset Management Plan funding and is highlighted on page 3. It is important to note that the Plan indicates an increase in funding for level 1 hierarchy buildings (GLC, Admin Building NCC etc.) from a rate of 1.875% to 2.5% over time. Level 2 – 7 hierarchy buildings remain at 2%. Page 3 indicates the impact as a percentage of rates.

2. Waste Management

These initiatives provide detail on the capital commitment to a waste collection, recycling, site remediation and other waste initiatives within the City.

In order to ensure that these initiatives can be achieved, the LTFP assumes an increase in the waste levy will be required over time. These are highlighted on page 15 of the Plan.

3. New & Continuing Projects – Organisational

This section identifies major capital projects that are committed, planned or programmed that are not included in the other sections. These include capital costs associated with major traffic improvements, fire brigade facilities, strategic land acquisitions, CCTV program establishment, LED streetlighting program, Old Dunsborough Boat Ramp project, Dunsborough library, Dunsborough Nature Based Playground, Vasse River Restoration etc.

4. New Projects - Recreational Strategy

The City recently adopted a Strategic Recreational Facilities Plan. This Plan also had a number of capital projects that were recommended to cater for the City's current and future sporting demand. These projects are captured here which include Dunsborough Lakes Sporting Precinct (new), Vasse Sporting Facilities, Geographe Leisure Centre upgrade, Yalyalup Community Oval and facilities, Naturaliste Community Centre upgrades, lighting strategy for sporting facilities, Bovell Park upgrade, aquatic facilities expansion/consideration.

The LTFP has been established without a heavy reliance on grant funding in this area.

5. Major Projects – Cultural

This section specifically outlines the capital associated with the BPACC. And the proposed upgrade to the ArtGeo Complex.

6. Busselton / Margaret River Airport – Development

Capital projects associated with the development of the BMRA including the delivery of the new Terminal which has assumed will be provided by State/Federal Government Funds.

## 7. Potential New Projects – Initiatives

This section outlines projects that are being considered by the City that have yet to be planned and funded. The City is however, mindful of the needs and requests for these types of programs/projects and has included this section to assist with addressing community feedback in the City's SCP workshops.

Overall, the City plans to invest over \$324.8M in capital projects over the next 10 years. It is even more important that the City continues to embark on a steady capital program particularly in light of the current COVID-19 pandemic as capital works programs are able to stimulate the local economy.

### Long Term Borrowings

The City's loan borrowings include loans specifically for assets as well as some self-supporting loans for community groups. With existing loan borrowing rates available to the City currently ranging from 2% - 3%. The LTFP includes borrowings for major projects such as the BPACC and upgrades to existing and new sporting facilities, in accordance with the Sport and Recreation Strategy.

The City's borrowings will peak in year 1 (2032/23) of the LTFP at \$46.79M. At the end of the 10 year period, it is expected that the outstanding loan balance reduce to \$33.15M in year 10 and significantly reduced to \$13.04M in year 15 as a result of larger loans being paid in full. The City's predicted debt ratio does not fall below 3.50 in any year, with the basic standard being achieved if greater than 2.0. The plan indicates that the City's debt ratio will exceed the advanced standard from year 6 (greater than 5.0).

In contrast to the previous year's LTFP a large self-supporting loan of \$4M to assist the Busselton Jetty Inc. (BJI) in the Australian Underwater Discovery Centre Project (AUDC) was removed from draft LTFP following advice from BJI that this project had been placed on hold.

### City Reserves

The LTFP includes the existing 77 reserve accounts maintained which carry a total amount ranging from \$45.08M in year 1 to \$94.10M in year 10. A large number of these reserves are established in order to maintain key assets within the City such as the Busselton Jetty, BMRA, GLC, City buildings, footpaths and cycle ways and road asset infrastructure. Each reserve is established for a purpose to ensure that no burden is placed on rates increases for unexpected expenditure.

The LTFP shows expenditure from Reserve funds totalling \$265.3M over the life of the plan on City projects and assets.

### Rates growth and projections

The City of Busselton is in a fortunate position where consistent growth prevalent within the annual rates base as the population grows within this popular area of the South West. The LTFP has assumed that 40% of the previous year's interim rates generated will be approximately the value of the general growth in the rate base. This methodology will capture the spikes currently being experienced in the housing market and subsequent rates due to the recent stimulus packages provided by Government for housing construction. In addition, rates levels have been set to allow for the City's asset management commitment and requirements. Rates increases range between 2.95 and 3.5% over the life of the plan. 3.5% increases are at the front end of the plan.

### Employee Costs

The City's largest category in its operating expenditure costs are the employee costs. These costs range from 2.75% in year 1 to 2.25% in year 10. The City has also modelled the additional services predominately around the BPACC, and employee growth is expected to focus on this area of the operating expenses in the first 4 years of the plan.

It was recognised during the Council workshops that funding of operational services will need to be monitored to ensure that the right balance of capital compared with operational projects are catered for.

### Annual Surplus / Deficit Position

The annual surplus and deficit position of the LTFP maintains modest levels with peak deficit of \$152K in year 1 to a peak surplus of \$1.1M in year 10. However, over the life of the LTFP there is a surplus of \$2.115M by the end of year 10. The deficits indicated in years 2 and 3 equate to less than 1% of annual rates income. It is expected that through the annual budget process that Council will identify measures to ensure a balanced budget as with previous years. As the LTFP is adjusted annually, further changes can be made to rectify the net position at a later stage.

As there is a surplus in the latter years of the plan, this could be opportunity for the projects listed in section 7 of the capital projects to be considered.

None of the deficit positions in any one year exceed 0.2% of annual rates income.

### Strategic Community Plan Links

The plan has continued to include key areas identified during the recent major review of the Strategic Community Plan (SCP) in 2021. Continued additional investment can be seen in areas such as:

- Vasse River Waterways;
- Coastal erosion issues and protection; and
- Consideration of alternate waste initiatives and rehabilitation of landfill sites.

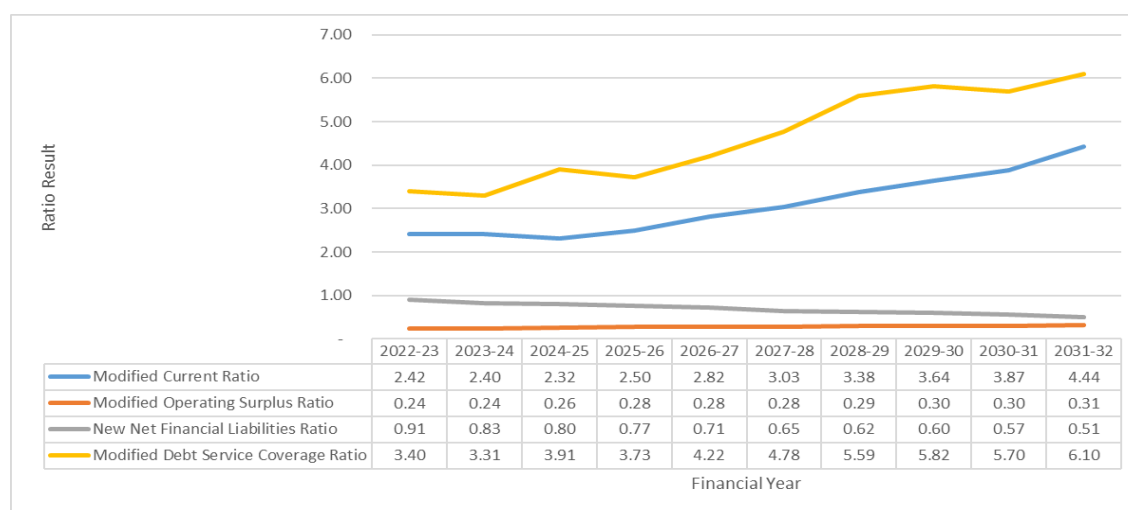
### Financial Sustainability Plan

In September 2021, Council endorsed a Financial Sustainability Plan (FSP) to provide guidance and initiatives to ensure the financial sustainability of the City. Of the recommendations contained within the FSP, in particular recommendation 4 being:

*"That the ratios and benchmarks outlined...also be modelled within the City's LTFP to ensure that these form an element of the parameters and assumptions in the development of the LTFP annual review."*

As can be seen on page 16 of the LTFP in attachment A the Plan indicates an improving trend in the FSP ratios. These ratios also satisfy Councils desire to use these measures to assist in building an appropriate and affordable LTFP as indicated in CEO KPI 6.

<b>Modified Current Ratio</b>  Current Assets Current Liabilities	Predicted upward trend without factoring in changes to end of year surplus position. This upward trend indicates a predicted improvement in the LG's current position
<b>Modified Operating Surplus Ratio</b>  Adjusted Operating Surplus Adjusted Operating Revenue	A gradual increase indicates an improvement in this area. If a LG consistently achieves a positive OSR and predicts to continue to do so, then it is considered financially sustainable
<b>New Net Financial Liabilities Ratio</b>  Net Financial Liabilities Adjusted Operating Revenue	Unlike the other ratios, the aim of this ratio is to show a declining trend. This indicates that the LG's capacity to meet its financial obligations is strengthening
<b>Modified Debt Service Coverage Ratio</b>  Adjusted Operating Surplus Debt Service Costs	This ratio shows improvement over the life of the plan. As a result of the loans taken out for the BPACC this has an impact on the first 4 years before further loans drop off over time.



### Statutory Environment

Local governments are required as per Section 5.56 of the *Local Government Act 1995* to plan for the future of its district. Regulations 19C and 19DA of the *Local Government (Administration) Regulations 1996* provide specific guidance to local governments in relation to planning for the future.

The DLGSC has issued an Integrated Planning and Reporting Framework and Guidelines, and the LTFP is consistent with these requirements.

The IPRF looks to integrate matters relating to resources, including asset management, workforce planning and also long-term financial planning. The LTFP is a guiding tool used within this framework.



### **Relevant Plans and Policies**

The LTFP has been constructed and informed by the City's current SCP, Workforce Plan, 2021/22 Annual Budget and the current Corporate Business Plan.

In addition, the LTFP has also been developed while considering the recommendations of the FSP adopted by Council in September 2021.

### **Financial Implications**

The financial implications of the LTFP are detailed within the Plan but endorsing the Plan does not result in approval being given to implement any actions contained within it. Priorities will be included within the City's annual budget which will be considered in July 2020. The LTFP reflects the Council's broad strategic financial direction over the next ten year period, in line with its SCP and CBP.

### **Stakeholder Consultation**

The LTFP reflects the community's aspirations, vision and objectives as included in the SCP 2021. It is consistent with the principal strategies and activities within the CBP 2020 - 2024. Extensive consultation has taken place during the development of a number of strategies including the Sport and Recreation Facility Master Plan. These consultation processes have informed and shaped the LTFP.

Workshops were also held with Councillors and the Senior Management Group in February 2022.

Additionally, the LTFP, once adopted by Council will be made publicly available to the community and a user friendly guide to the LTFP will be produced.

### **Risk Assessment**

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

Risk of Financial Misstatement			
Risk Category	Risk Consequence	Likelihood of Consequence	Risk Level
Financial	Insignificant	Possible	Low

The LTFP is a guiding document only, and as such is designed as a planning tool to aid Council in making decisions regarding the funding and planning of City development. It is also a living document, with a formal adoption each year. Business developments occurring from week to week can be tested in the document to determine whether preliminary decisions can be made with agility.

Nevertheless, due to the inherent nature of a financial forecast, the risk that projections may differ in comparison to reality is a real and likely possibility. Assumptions about linear growth, interest rate fluctuations and identified timeframes for capital project completion may not necessarily be achieved in reality.

Therefore, the LTFP should be used as a guide only.

### **Options**

As an alternative to the proposed recommendation the Council could further amend the content of the LTFP as it currently stands.

As the current document has the most up to date information at this point in time and is a guide only, the option above are not recommended.

**CONCLUSION**

The LTFP has been developed over an extensive period and as such has been through many iterations. It has been updated to reflect the outcomes of Council workshops. It is important to effectively “draw a line in the sand” at the point in time where significant work was undertaken to develop the LTFP. This allows Council to set a direction and guidance to staff as the City’s plans and actions are developed in the short to medium term.

It is recommended that the Council acknowledges and receives the LTFP as presented, with an understanding that the LTFP will be continually updated internally on a regular basis.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Subject to endorsement, the LTFP will act as a guiding document in developing the Council’s 2022/23 budget.



## City of Busselton

Long Term Financial Plan  
2022/23 to 2031/32

March 2022



11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**

Contents Page  
For the period 2022 - 2032  
*Live Model - Version 69*

Page 1	Forecast Rate Setting Statement
Page 3	LTFP Key Drivers/Assumptions
Page 5	Forecast Statement of Capital Funding by Category & Project
Page 12	Forecast Statement of Capital Funding Summary
Page 14	Forecasted Additional Operating Income, Expenditure and Reserve Funding
Page 15	Projected Rating Increases/Growth and Employee Costs
Page 16	Ratio Analysis
Page 17	Forecast Statement of Loan Balances and Repayments
Page 20	Forecast Statement of Capital Funding (New Loan Borrowings)
Page 21	Forecast Statement of Capital Funding (Third Party Contributions)
Page 22	Projected Reserves Schedule (Alphabetical Listing)
Page 24	Projected Reserves Schedule (Categorical Listing)

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busselton Forecast Rate Setting Statement For the period 2022 - 2032 Live Model - Version 69												
	Current Budget 2021-22	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Revenue</b>												
Rates1	54,933,780	57,741,324	60,668,525	63,730,370	66,772,570	69,744,403	72,833,480	76,044,139	79,380,860	82,848,286	86,451,229	716,215,186
Operating grants, subsidies and contributions	4,830,088	5,273,170	5,490,976	5,594,660	5,710,693	5,896,542	6,026,183	6,158,756	6,288,496	6,490,005	6,633,974	59,563,455
Profit on asset disposals	46,714	-	-	-	-	-	-	-	-	-	-	-
Fees and charges	18,102,218	19,910,828	21,547,274	23,190,359	24,232,023	25,066,690	26,280,797	27,159,169	27,755,158	28,705,803	29,330,312	253,178,413
Interest earnings	609,250	894,055	1,138,868	1,693,791	1,712,373	1,801,864	1,967,781	2,068,983	2,277,886	2,476,801	2,621,776	18,654,178
Other revenue	414,950	2,860,822	609,960	692,745	815,264	869,297	888,841	908,826	929,267	950,175	971,560	10,496,757
	78,937,000	86,680,199	89,455,603	94,901,925	99,242,923	103,378,796	107,997,082	112,339,873	116,631,667	121,471,070	126,008,851	1,058,107,989
<b>Expenses</b>												
Employee costs1	(34,562,209)	(35,490,141)	(37,477,108)	(38,594,201)	(39,787,053)	(41,097,085)	(42,211,596)	(43,532,408)	(44,774,580)	(46,170,022)	(47,482,927)	(416,617,121)
Materials and contracts	(20,345,296)	(19,047,838)	(19,933,510)	(20,604,094)	(21,347,429)	(22,253,958)	(23,285,552)	(23,859,479)	(24,492,985)	(25,071,919)	(25,591,513)	(225,488,277)
Materials and contracts - Donated Assets	-	(220,847)	(451,410)	(694,043)	(948,526)	(1,215,299)	(1,494,817)	(1,787,552)	(2,093,990)	(2,414,632)	(2,749,998)	(14,071,114)
Utility charges (electricity, gas, water etc.)	(2,774,773)	(2,876,803)	(3,122,700)	(3,212,266)	(3,312,175)	(3,423,174)	(3,537,994)	(3,656,759)	(3,779,629)	(3,906,710)	(4,046,914)	(34,875,124)
Depreciation on non-current assets	(24,957,238)	(27,094,387)	(28,673,135)	(30,158,589)	(31,880,107)	(33,532,956)	(35,424,330)	(36,926,424)	(38,557,401)	(40,503,854)	(39,065,349)	(341,816,532)
Interest expenses	(1,262,247)	(1,557,956)	(1,535,923)	(1,535,985)	(1,508,493)	(1,454,139)	(1,348,837)	(1,272,706)	(1,246,120)	(1,212,256)	(1,113,626)	(13,786,041)
Loss on asset disposal	(65,149)	-	-	-	-	-	-	-	-	-	-	-
Insurance expenses	(777,707)	(796,821)	(874,790)	(901,038)	(928,073)	(955,915)	(984,593)	(1,014,138)	(1,044,563)	(1,075,905)	(1,108,188)	(9,684,024)
Other expenditure	(5,286,383)	(7,300,998)	(6,516,552)	(6,125,709)	(5,306,445)	(5,377,671)	(6,054,454)	(5,734,902)	(5,857,524)	(6,151,678)	(6,220,178)	(60,646,111)
Discretionary Operational Funding - Unallocated	-	(137,614)	(144,662)	(304,068)	(318,719)	(333,031)	(347,909)	(363,376)	(379,452)	(396,161)	(413,525)	(3,138,517)
Allocations	2,167,220	2,244,295	2,292,415	2,348,911	2,406,788	2,466,091	2,526,846	2,589,095	2,652,882	2,718,234	2,785,187	25,030,744
Provisions	-	-	-	-	-	-	-	-	-	-	-	-
	(87,863,782)	(92,279,110)	(96,437,375)	(99,781,082)	(102,930,232)	(107,177,137)	(112,163,236)	(115,558,649)	(119,573,362)	(124,184,903)	(125,007,031)	(1,095,092,117)
<b>Gross Funding from Operational Activities</b>	<b>(8,926,782)</b>	<b>(5,598,911)</b>	<b>(6,981,772)</b>	<b>(4,879,157)</b>	<b>(3,687,309)</b>	<b>(3,798,341)</b>	<b>(4,166,154)</b>	<b>(3,218,776)</b>	<b>(2,941,695)</b>	<b>(2,713,833)</b>	<b>1,001,820</b>	<b>(36,984,128)</b>
<b>Funding Position Adjustments</b>												
Depreciation on Assets	24,957,238	27,094,387	28,673,135	30,158,589	31,880,107	33,532,956	35,424,330	36,926,424	38,557,401	40,503,854	39,065,349	341,816,532
(Profit)/Loss on Sale of Assets	18,435	-	-	-	-	-	-	-	-	-	-	-
<b>Net Funding from Operational Activities</b>	<b>16,048,891</b>	<b>21,495,476</b>	<b>21,691,363</b>	<b>25,279,432</b>	<b>28,192,798</b>	<b>29,734,615</b>	<b>31,258,176</b>	<b>33,707,648</b>	<b>35,615,706</b>	<b>37,790,021</b>	<b>40,067,169</b>	<b>304,832,404</b>
<b>Non-Operating Grants</b>												
Non-operating grants, subsidies and contributions	34,850,687	14,567,283	33,526,574	7,491,341	7,549,645	7,826,602	8,587,705	8,177,411	8,841,443	8,544,489	8,611,593	113,724,086
Developer Contributions	727,731	712,024	560,322	572,929	945,466	966,739	988,490	1,010,731	1,033,473	1,056,726	1,080,502	8,927,402
Future Obligation Liability	(3,736,544)	-	-	-	-	-	-	-	-	-	-	-
<b>Net Income Available for Capital</b>	<b>47,890,765</b>	<b>36,774,783</b>	<b>55,778,259</b>	<b>33,343,702</b>	<b>36,687,909</b>	<b>38,527,956</b>	<b>40,834,371</b>	<b>42,895,790</b>	<b>45,490,622</b>	<b>47,391,236</b>	<b>49,759,264</b>	<b>427,483,892</b>

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Forecast Rate Setting Statement  
For the period 2022 - 2032  
*Live Model - Version 69*

	Current Budget	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Grand Total
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Capital and Investing Activities</b>												
Purchase / Construction - Land	(50,000)	(612,577)	(114,141)	(4,615,585)	(917,060)	(118,569)	(120,112)	(121,689)	(123,302)	(124,952)	(126,638)	(6,994,626)
Purchase / Construction - Buildings	(22,752,632)	(26,306,707)	(2,468,792)	(6,791,704)	(8,580,209)	(4,763,421)	(7,242,003)	(5,172,572)	(1,899,008)	(2,531,249)	(1,718,658)	(67,474,323)
Purchase / Construction - Plant & Equipment	(2,890,000)	(2,933,530)	(3,157,950)	(3,230,560)	(3,068,000)	(2,960,300)	(3,847,600)	(2,339,000)	(3,927,908)	(2,527,600)	(2,726,601)	(30,719,049)
Purchase / Construction - Furniture & Equipment	(828,800)	(485,091)	(495,729)	(581,627)	(592,488)	(608,212)	(646,808)	(738,361)	(761,015)	(794,374)	(818,709)	(6,522,414)
Purchase / Construction - Roads	(12,523,430)	(6,764,582)	(4,535,259)	(5,535,662)	(6,756,719)	(5,873,776)	(7,199,084)	(7,932,941)	(7,375,657)	(8,427,552)	(8,288,953)	(68,690,184)
Purchase / Construction - Bridges	(6,849,989)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(2,500,000)
Purchase / Construction - Car Parks	(2,005,600)	(165,137)	(173,594)	(182,441)	(191,231)	(199,818)	(508,746)	(218,026)	(227,671)	(237,697)	(248,115)	(2,352,476)
Purchase / Construction - Footpaths & Cycleways	(1,944,200)	(1,173,526)	(1,236,340)	(1,302,369)	(2,005,346)	(2,097,878)	(2,194,121)	(2,657,585)	(3,157,193)	(3,298,827)	(3,446,065)	(22,569,249)
Purchase / Construction - Parks, Gardens & Reserves	(14,537,842)	(2,630,722)	(2,603,825)	(2,151,011)	(2,371,004)	(3,305,646)	(2,463,956)	(5,242,288)	(9,836,657)	(8,352,202)	(3,482,467)	(42,439,780)
Purchase / Construction - Drainage	(311,605)	(704,984)	(742,605)	(781,828)	(820,759)	(858,723)	(898,211)	(939,281)	(981,991)	(1,026,403)	(1,072,578)	(8,827,363)
Purchase / Construction - Regional Airport & Industrial Park Infrastru	(365,084)	-	(26,000,000)	-	-	-	-	-	-	-	-	(26,000,000)
Purchase / Construction - Other Infrastructure	-	(6,872,018)	(4,864,506)	(4,499,809)	(2,954,106)	(2,685,851)	(2,306,226)	(2,512,298)	(2,447,071)	(7,043,956)	(3,605,989)	(39,791,831)
Donated Assets - New Assets from Developers	(5,600,000)	(5,740,001)	(5,883,500)	(6,015,878)	(6,151,236)	(6,289,638)	(6,431,157)	(6,575,856)	(6,723,813)	(6,875,100)	(7,029,789)	(63,715,970)
Proceeds From Sale of Assets	776,071	834,016	923,182	855,514	913,969	827,123	821,921	715,033	789,323	782,272	908,150	8,370,503
Principal Elements of Finance Lease Payments	(489,199)	(250,976)	(114,650)	-	-	-	-	-	-	-	-	(365,626)
Repayment of Loan Principal - Council - Existing Loans	(2,961,065)	(3,768,375)	(3,827,638)	(3,554,564)	(4,311,934)	(3,579,323)	(3,020,913)	(2,308,084)	(1,975,800)	(2,045,989)	(1,840,559)	(30,233,179)
Repayment of Loan Principal - Council - New Loans	(370,745)	(452,541)	(619,907)	(834,889)	(1,137,166)	(1,405,708)	(1,559,799)	(1,827,316)	(2,236,238)	(2,655,850)	(2,909,584)	(15,638,998)
Repayment of Loan Principal - Self Supporting Loans - Existing	(59,374)	(194,790)	(198,488)	(202,257)	(202,682)	(198,266)	(165,906)	(162,165)	(164,834)	(162,711)	(116,019)	(1,768,118)
Repayment of Loan Principal - Self Supporting Loans - New	(38,528)	(11,605)	(34,805)	(58,035)	(81,647)	(107,875)	(136,853)	(166,565)	(197,032)	(228,270)	(260,302)	(1,282,989)
Proceeds from Borrowings	11,450,000	16,750,000	250,000	6,750,000	6,250,000	2,800,000	1,300,000	4,300,000	4,300,000	4,300,000	300,000	47,300,000
Advances to Community Groups	(1,450,000)	(250,000)	(250,000)	(250,000)	(250,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(2,800,000)
Self-Supporting Loan Principal Income	97,902	206,395	233,293	260,292	284,329	306,141	302,759	328,730	361,866	390,981	376,321	3,051,107
Transfers to Restricted Assets - Contributions	(21,740)	-	-	-	-	-	-	-	-	-	-	-
Transfers from Restricted Assets	1,688,974	-	-	-	-	-	-	-	-	-	-	-
Transfers to Reserves	(23,109,232)	(24,345,232)	(22,857,740)	(25,648,434)	(28,077,987)	(29,349,311)	(31,359,170)	(33,750,252)	(36,281,907)	(38,156,016)	(39,584,165)	(309,410,214)
Transfers from Reserves	34,954,651	29,194,844	23,096,079	25,378,358	24,604,954	22,437,992	27,570,657	25,554,649	28,100,451	32,443,650	27,624,333	266,005,967
<b>Total Capital Expenditure</b>	<b>(50,191,467)</b>	<b>(36,927,139)</b>	<b>(55,926,916)</b>	<b>(33,242,489)</b>	<b>(36,666,321)</b>	<b>(38,581,060)</b>	<b>(40,655,328)</b>	<b>(42,315,868)</b>	<b>(45,315,459)</b>	<b>(47,121,844)</b>	<b>(48,616,387)</b>	<b>(425,368,811)</b>
<b>Surplus (Deficit) Year on Year Actual</b>	<b>(2,300,702)</b>	<b>(152,356)</b>	<b>(148,657)</b>	<b>101,213</b>	<b>21,588</b>	<b>(53,104)</b>	<b>179,043</b>	<b>579,922</b>	<b>175,163</b>	<b>269,392</b>	<b>1,142,877</b>	<b>2,115,081</b>
<b>Adjustments:</b>												
2020/21 Budgeted Surplus Carried Forward	<b>2,448,380</b>											
<b>Surplus (Deficit)</b>	<b>147,678</b>											



11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
LTFP Key Drivers/Assumptions  
For the period 2022 - 2032  
*Live Model - Version 69*

Section	Description	Current % of Rates (20/21)	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	10 Year Closing or Cumulative % Position	Variance Position Over 10 Years
<b>A - Revenue Drivers</b>														
A1 - Rates	Proposed rate increases		3.50%	3.50%	3.50%	3.25%	2.95%	2.95%	2.95%	2.95%	2.95%	2.95%		
A2 - Operating grants, subsidies and contributions	Tied to B3 Materials & Contracts Increases		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%		
A3 - Fees and charges	Tied to B3 Materials & Contracts Increases		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%		
A4 - Interest on investments	Adjusted according to low interest rate environment		0.75%	1.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%		
A5 - Other revenue	Tied to B2 Materials & Contracts Increases		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%		
<b>B - Expenditure Drivers</b>														
B1 - Consumer Price Index	Based on WA Consumer Price Index (RBA)		2.50%	2.50%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%		
B2 - Employee costs	Based on EBA/National Wage WALGA Forecast Oct 2021		2.50%	2.50%	2.50%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%		
B3 - Materials and contracts	Aligns with WALGA Economic Briefing Forecast Oct 2021		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%		
B4 - Other expenditure	Tied to WALGA Economic Briefing Forecast Oct 2021		2.60%	2.20%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%		
B5 - Utility charges (electricity, gas, water etc.)	Reflects forecast of energy price increases		2.50%	2.50%	2.75%	3.00%	3.25%	3.25%	3.25%	3.25%	3.25%	3.50%		
B6 - Insurance expenses	Forecasts are subject to claims and unforeseen events		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%		
B7 - Interest on borrowings	Per WATC long-term financial forecasts (20 year loan)		3.25%	3.50%	3.75%	3.75%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%		
B7 - Interest on borrowings	Per WATC long-term financial forecasts (20 year loan)		3.00%											
B8 - Interest on borrowings	Per WATC long-term financial forecasts (15 year loan)		2.10%	2.35%	2.60%	2.60%	2.85%	2.85%	2.85%	2.85%	2.85%	2.85%		
B9 - Interest on borrowings	Per WATC long-term financial forecasts (10 year loan)		1.80%	2.05%	2.30%	2.30%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%		
B10 - Interest on borrowings	Per WATC long-term financial forecasts (5 year loan)		1.25%	1.50%	1.75%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%		
<b>C - Asset Management Drivers - Transfer to Reserves based on a Percentage of Annual Rates Levied</b>														
C1 - Existing Building Assets	Tier 1 from 1.75% to 2.50% of Historical Cost over 5 years by Increment of 0.125% pa. Existing Building Assets Tier 2 to 7 stop at 2.00% of Historical Cost. Currently 20/21 1.875% PA.	3.35%	0.28%	0.19%	0.18%	0.18%	0.18%	0.07%	0.07%	0.07%	0.06%	0.06%	3.72%	0.37%
C2 - Provision for New Building Assets as per Capital Works Plan	Stepped from 1.50% to 2.50% of Replacement Value for Tier 1 Buildings & Tier 2 to 7 Buildings to 2.00% of Historical Cost Decrease by 0.50% of rates income in Years 1 & 2. Increase by 1.00% of rates income in Year 3.	0.00%	0.00%	0.00%	0.74%	0.40%	0.13%	0.26%	0.23%	0.20%	0.25%	0.25%	2.47%	2.47%
C3 - Roads & Streets	Increasing by 1.00% of rates income over Years 7 - 8.	6.84%	-0.50%	-0.50%	1.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	6.75%	-0.09%
C4 - Footpaths & Cycle ways	Increasing by 1.00% of rates income over Years 7 - 8.	2.32%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.50%	0.50%	0.00%	0.00%	3.32%	1.00%
C5 - Parks, Gardens & Reserves	Increasing by 1.00% of rates income over Years 7 - 8.	2.45%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.50%	0.50%	0.00%	0.00%	3.38%	0.93%
C6 - Plant & Equipment	Increasing by 0.50% of rates income over Years 5 - 6.	1.91%	0.00%	0.00%	0.00%	0.00%	0.25%	0.25%	0.00%	0.00%	0.00%	0.00%	2.50%	0.59%
C7 - Furniture & Equipment	Decreasing by -0.63% of rates income in Year 1 then increasing by 0.10% in Year 7 due to IT Equipment being reallocated to C8.	0.83%	-0.63%	0.00%	0.00%	0.00%	0.00%	0.00%	0.10%	0.00%	0.00%	0.00%	0.30%	-0.53%
C8 - Corporate IT Equipment Upgrades	Decreased by 0.25% of rates income in Year 1. Increasing by 0.50% of rates income in Year 2.	0.00%	0.25%	0.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.75%	0.75%
C9 - Other Infrastructure / Drainage / Signage / Etc.	Increasing by 0.70% of rates income Year 1 off-set from Car Parking, Asset Management Review 2021.	0.68%	0.70%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.38%	0.70%
C10 - Coastal Protection & Climate Adaptation Measures	Increasing by 0.50% of rates income in Year 1	1.48%	0.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	2.00%	0.52%
C11 - Car Parking Infrastructure	Decreasing by 0.70% of rates income in Year 1.	1.00%	-0.70%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.30%	-0.70%
C12 - Major Traffic Improvement	Decreasing by 1.5% of rates income in Year 1 then Increase by 1.5% of rates income in Year 5 and 6.	2.13%	-1.50%	0.00%	0.00%	0.00%	1.00%	0.50%	0.00%	0.00%	0.00%	0.00%	2.00%	-0.13%
C13 - CBD Townscape Improvement Upgrades	Decrease by 1.00% of rates income in Year 1. Increase back to 1.00% of rates income from Year 4.	1.00%	-1.00%	0.00%	0.00%	1.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.00%	0.00%

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
LTFP Key Drivers/Assumptions  
For the period 2022 - 2032  
*Live Model - Version 69*

		Current % of Rates (20/21)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	10 Year Closing or Cumulative % Position	Variance Position Over 10 Years
Section	Description		2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32		
Additional Cost of New Asset Management Initiatives on Rates		23.98%	-2.60%	0.19%	1.93%	1.58%	1.56%	1.08%	1.39%	1.27%	0.32%	0.31%	29.86%	5.88%
D - Allowance for Operational Costs for New Assets as included in Capital Works Program														
D1 - Performing Arts/Convention Centre (BPACC)	Net Operating Costs		-0.15%	-0.37%	-1.31%	0.34%	0.36%	0.08%	-0.03%	-0.03%	-0.03%	-0.03%	-1.17%	
D2 - Other New Facilities/Services	Net Operating Costs		-0.01%	-0.32%	0.00%	-0.01%	-0.31%	-0.37%	-0.03%	-0.12%	-0.02%	0.09%	-1.10%	
	Annual Additional Operating Costs for New Subdivision													
D3 - New Donated Assets	Infrastructure Maintenance		-0.40%	-0.40%	-0.40%	-0.40%	-0.40%	-0.40%	-0.40%	-0.40%	-0.40%	-0.41%	-4.02%	
Total Additional Cost of Allowance for Operations Costs on Rates			-0.56%	-1.09%	-1.71%	-0.07%	-0.35%	-0.69%	-0.46%	-0.55%	-0.46%	-0.34%	-6.29%	
E - City Borrowings (Loans)														
E1 - New Loans - City Only	Increase on Rates as a result of New Loan Borrowings for Capital Works		-0.91%	-0.29%	-0.56%	-0.63%	-0.52%	-0.23%	-0.39%	-0.60%	-0.29%	0.00%	-4.42%	
	Decrease on rates due to Maturity of Existing Loans (Year 4 Interest Only Loan Paid Out)													
E2 - Existing Loans			0.00%	0.11%	0.65%	0.33%	1.30%	0.96%	1.11%	0.54%	0.00%	0.34%	5.34%	
Additional Percentage of Rates Required or Released			-0.91%	-0.18%	0.09%	-0.31%	0.78%	0.73%	0.72%	-0.06%	-0.29%	0.34%	0.92%	



11/03/2022

2022 - 2032 Long Term Financial Plan

City of Bussetton																	
Forecast Statement of Capital Funding by Category & Project																	
For the period 2022 - 2032																	
Live Model - Version 69																	
Strategy	Category	Project	Sub Project	Funding Source	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total		
1	Asset Management, Renewal & Minor Upgrades																
	1.1	Boat Ramps Construction - Capital Works		Annual Allocation	54 Other Infrastructure (Drainage, Signage Etc) Reserve	51,892	53,034	54,359	55,718	57,111	58,539	60,003	61,503	63,040	64,616	579,816	
		Boat Ramps Construction - Capital Works Total				51,892	53,034	54,359	55,718	57,111	58,539	60,003	61,503	63,040	64,616	579,816	
	1.2	Bridges Construction (As per MRWA)		Various Bridges Construction/Upgrade	Main Roads WA Grant	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000	
		Bridges Construction (As per MRWA) Total				250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000	
	1.3	Buildings Capital Works - Asset Management Plan		Aged Housing Capital Improvements - Harris Road	46 Joint Venture Aged Housing Reserve (Harris/Winderup)	12,608	12,923	13,246	13,577	13,916	14,264	14,621	14,986	15,361	15,586	141,088	
				Aged Housing Capital Improvements - Winderup	46 Joint Venture Aged Housing Reserve (Harris/Winderup)	25,215	25,845	26,492	27,154	27,833	28,528	29,242	29,973	30,722	31,173	282,176	
		Airport Terminal Building - Existing		Airport Existing Terminal Building Reserve	3 Airport Existing Terminal Building Reserve	9,198	18,922	15,242	38,238	9,500	9,198	10,000	35,574	13,486	37,899	197,257	
				Barnard Park Sports Pavilion	9 Barnard Park Sports Pavilion Building Reserve	5,832	11,998	9,665	24,245	5,000	5,832	6,000	25,495	9,665	27,161	130,893	
		Bussetton Library		Bussetton Library Building Reserve	14 Bussetton Library Building Reserve	9,224	18,974	15,285	38,343	8,000	9,224	9,000	39,108	14,848	14,848	176,914	
				City Administration Building	19 Civic and Administration Building Reserve	100,000	96,600	72,240	173,880	80,000	212,333	100,000	108,984	137,743	128,100	1,209,880	
		Community Resource Centre (CRC)		Community Resource Centre (CRC)	12 Bussetton Community Resource Centre Reserve	7,089	35,123	18,475	32,545	19,763	85,284	15,360	15,000	42,051	51,557	322,247	
				General Buildings Asset Renewal Allocation	10 Building Asset Renewal Reserve Fund - General Buildings Reserve	611,000	583,809	337,867	389,661	275,000	325,881	425,000	688,151	425,000	379,636	4,441,005	
		Geographie Leisure Centre (GLC)		Geographie Leisure Centre (GLC)	42 Geographie Leisure Centre Building (GLC) Reserve	384,500	267,867	396,250	353,308	400,008	407,535	466,041	39,895	168,603	155,067	3,039,074	
				Naturaliste Community Centre (NCC)	52 Naturaliste Community Centre Building (NCC) Reserve	110,000	52,000	40,000	10,000	10,000	45,859	5,000	22,000	40,000	64,593	399,452	
		Railway House		Railway House	64 Railway House Building Reserve (50%)	10,780	8,800	29,480	24,750	5,000	10,780	8,000	21,340	29,480	10,881	159,291	
				Youth and Community Activities Building (YCAR)	74 Youth and Community Activities Building Reserve	8,606	17,280	13,920	34,920	5,000	8,400	8,000	36,720	13,920	39,120	185,886	
		Performing Arts/Convention Centre		Performing Arts/Convention Centre	56 Performing Arts and Convention Centre Reserve			30,000	48,336	190,836	146,300	306,432	251,256	641,364	53,808	1,668,332	
				Airport New Terminal	7 Airport New Terminal Building Reserve				10,000	18,190	101,088	90,948	144,435	373,464	389,064	1,127,189	
		Dunsborough Library New		Dunsborough Library New	36 Dunsborough Library Building Reserve						5,000	5,000	12,555	9,625	32,180		
				Vasse Sports Pavilion	69 Vasse Sports Pavilion Building Reserve							5,000	5,000	7,282	5,583	22,865	
		Yalyalup Sports Pavilion		Yalyalup Sports Pavilion	73 Yalyalup Sports Pavilion Building Reserve								5,000	2,099	8,286	15,385	
				Dunsborough Lakes Community Pavilion	35 Dunsborough Lakes Community Pavilion Reserve			5,000	5,000	6,529	5,005	10,483	8,596	21,941	1,841	64,395	
		Lou Weston Oval Pavilion		Lou Weston Oval Pavilion	49 Lou Weston Oval Pavilion Reserve	5,000	5,000	5,000	5,000	5,000	4,355	3,570	9,114	5,000	8,294	55,333	
				City Works Depot	18 City Works Depot Reserve									5,000	5,000	10,000	
		Buildings Capital Works - Asset Management Plan Total					1,299,052	1,155,141	1,028,162	1,228,957	1,079,575	1,419,866	1,517,697	1,505,687	2,009,584	1,437,122	13,080,842
		1.5	Bussetton Jetty Tourist Park - Capital Works		Asset Management Spend - Yearly Allocation	13 Bussetton Jetty Tourist Park Reserve	230,000	265,000	240,000	285,000	295,000	250,000	100,000	265,000	150,000	150,000	2,230,000
					Fleet Replacement Program	13 Bussetton Jetty Tourist Park Reserve	26,430	27,950	16,460	1,500	1,800	1,000	24,000	11,908	1,000	17,000	129,048
			Bussetton Jetty Tourist Park - Capital Works Total				256,430	292,950	256,460	286,500	296,800	251,000	124,000	276,908	151,000	167,000	2,359,048
		1.6	Car Parking Construction and Renewal - Capital Works		Annual Allocation	17 City Car Parking and Access Reserve	165,137	173,594	182,441	191,231	199,818	208,746	218,026	227,671	237,697	248,115	2,052,476
			Car Parking Construction and Renewal - Capital Works Total				165,137	173,594	182,441	191,231	199,818	208,746	218,026	227,671	237,697	248,115	2,052,476
	1.7	CBD Townscape Construction Projects - Capital Works		Bussetton/Dunsborough Improvements	15 CBD Enhancement Reserve	-	-	-	637,438	666,061	695,819	726,752	758,905	792,322	827,051	5,104,348	
		CBD Townscape Construction Projects - Capital Works Total				-	-	-	637,438	666,061	695,819	726,752	758,905	792,322	827,051	5,104,348	
	1.8	Cemeteries - Capital Works Allocation		Dunsborough Cemetery - Annual Allocation	16 Cemetery Reserve	20,757	21,276	21,755	22,244	22,745	23,256	23,780	24,315	24,862	25,421	230,410	
				Pioneer Cemetery - Implement Conservation Plan - Annual Allocation	16 Cemetery Reserve	20,757	21,276	21,755	22,244	22,745	23,256	23,780	24,315	24,862	25,421	230,410	
				Vasse Hwy Bussetton - Annual Allocation	16 Cemetery Reserve	41,820	42,866	43,830	44,816	45,825	46,856	47,910	48,988	50,090	51,217	464,216	
		Cemeteries - Capital Works Allocation Total				83,334	85,417	87,339	89,304	91,314	93,368	95,469	97,617	99,814	102,059	925,036	

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busseton															
Forecast Statement of Capital Funding by Category & Project															
For the period 2022 - 2032															
Live Model - Version 69															
Strategy	Category	Project	Sub Project	Funding Source	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
	1.10	Churchill Park Upgrades - Capital Works	Churchill Park Upgrade - General Allocation - 2 yrs left of 10 yr Masterplan	Municipal Funds	168,132	72,335	73,963	75,627	77,329	79,069	80,848	82,667	84,527	86,428	880,924
		Churchill Park Upgrades - Capital Works Total			168,132	72,335	73,963	75,627	77,329	79,069	80,848	82,667	84,527	86,428	880,924
	1.11	Coastal Protection Capital Works - Asset Management Plan	Annual Allocation	20 Coastal and Climate Adaptation Reserve	1,150,000	1,015,000	1,070,000	1,100,000	1,195,000	1,225,000	1,280,000	1,340,000	1,398,000	1,460,000	12,233,000
			Annual Allocation	Federal/State Government Grant	181,048	185,031	189,657	194,398	199,258	204,240	209,346	214,579	219,944	225,442	2,022,943
		Coastal Protection Capital Works - Asset Management Plan Total			1,331,048	1,200,031	1,259,657	1,294,398	1,394,258	1,429,240	1,489,346	1,554,579	1,617,944	1,685,442	14,255,943
	1.12	Corporate IT System Upgrades	Equipment & Software Purchase	34 Corporate IT Systems Reserve	375,000	380,000	460,000	465,000	475,000	507,644	520,335	533,343	556,677	570,594	4,843,594
		Corporate IT System Upgrades Total			375,000	380,000	460,000	465,000	475,000	507,644	520,335	533,343	556,677	570,594	4,843,594
	1.13	Drainage, Underground Power and Other Infrastructure - Capital Works	Asset Management Spend - Yearly Allocation	54 Other Infrastructure (Drainage, Signage Etc) Reserve	704,984	742,605	781,828	820,759	858,723	898,211	939,281	981,991	1,026,403	1,072,578	8,827,363
		Drainage, Underground Power and Other Infrastructure - Capital Works Total			704,984	742,605	781,828	820,759	858,723	898,211	939,281	981,991	1,026,403	1,072,578	8,827,363
	1.14	Footpaths & Cycleways Construction - Capital Works	Asset Management Spend - Yearly Allocation	40 Footpath and Cycleways Reserve	1,173,526	1,236,340	1,302,369	1,367,908	1,431,817	1,498,302	1,567,457	1,639,383	1,714,183	1,791,963	14,723,247
			Asset Management Spend - Additional Rate Percentage (0.25% - 1.00%)	40 Footpath and Cycleways Reserve	-	-	-	-	-	-	363,376	758,905	792,322	827,051	2,741,654
			Rails to Trails (Wadandi Track) - Annual Allocation	40 Footpath and Cycleways Reserve	103,531	106,119	108,507	110,948	113,445	115,997	118,607	121,276	124,005	126,795	1,149,230
		Footpaths & Cycleways Construction - Capital Works Total			1,277,057	1,342,459	1,410,876	1,478,856	1,545,262	1,614,299	2,049,440	2,519,564	2,630,509	2,745,808	18,614,131
	1.15	Furniture, Office Equipment & Public/Community Service Facilities - Capital Works	Asset Management Spend - Annual Allocation	41 Furniture and Equipment Reserve	110,091	115,729	121,627	127,488	133,212	139,164	218,026	227,671	237,697	248,115	1,678,820
		Furniture, Office Equipment & Public/Community Service Facilities - Capital Works Total			110,091	115,729	121,627	127,488	133,212	139,164	218,026	227,671	237,697	248,115	1,678,820
	1.16	General City Natural Reserves - Capital Works	General City Natural Reserves - General Allocation	Municipal Funds		183,586	187,717	191,940	196,259	200,675	205,190	209,807	214,527	219,354	1,809,055
		General City Natural Reserves - Capital Works Total				183,586	187,717	191,940	196,259	200,675	205,190	209,807	214,527	219,354	1,809,055
	1.17	Meelup Regional Park - Capital Works	Meelup 10YFP Endorsed C1201/078 (11/4/12)	Municipal Funds	178,238										178,238
		Meelup Regional Park - Capital Works Total			178,238										178,238
	1.18	Parks and Gardens / Reserves - Capital Works	Asset Management Spend - Additional Rate Percentage (1.00%)	55 Parks, Gardens and Reserves Reserve	-	-	-	-	-	-	363,376	758,905	792,322	827,051	2,741,654
			Asset Management Spend - Yearly Allocation	55 Parks, Gardens and Reserves Reserve	1,070,279	1,024,285	1,444,323	1,513,915	1,581,895	1,652,569	1,726,036	1,802,399	1,881,765	1,964,245	15,661,711
		Parks and Gardens / Reserves - Capital Works Total			1,070,279	1,024,285	1,444,323	1,513,915	1,581,895	1,652,569	2,089,412	2,561,304	2,674,087	2,791,296	18,403,365
	1.19	Plant Replacement Program	Large Plant over \$5,000 - As per plant replacement schedule	58 Plant Replacement Reserve	1,465,984	1,509,238	1,544,986	1,488,621	1,338,737	1,401,829	883,967	1,097,597	1,324,228	1,495,850	13,551,037
			Large Plant over \$5,000 - As per plant replacement schedule	Sales Proceeds	784,016	739,762	777,014	748,879	647,263	746,171	514,033	560,403	681,772	820,150	7,019,463
		Plant Replacement Program Total			2,250,000	2,249,000	2,322,000	2,237,500	1,986,000	2,148,000	1,398,000	1,658,000	2,006,000	2,316,000	20,570,500
	1.20	Port Geographe Development - Capital Works	General improvements to the Area	59 Port Geographe Development Reserve (Council)	51,893	53,190	54,387	55,611	56,862	58,141	59,450	60,787	62,155	63,553	576,030
		Port Geographe Development - Capital Works Total			51,893	53,190	54,387	55,611	56,862	58,141	59,450	60,787	62,155	63,553	576,030

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Bussetton																
Forecast Statement of Capital Funding by Category & Project																
For the period 2022 - 2032																
Live Model - Version 69																
Strategy	Category	Project	Sub Project	Funding Source	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total	
1	1.21	Provence - Asset Management Plan		Asset Management Plan Provence (Reserve Funded)	62	Provence Landscape Maintenance Reserve (SAR)	45,000	140,000	122,000	295,000	150,000	55,000	55,000	465,000	55,000	1,437,000
		Provence - Asset Management Plan Total				45,000	140,000	122,000	295,000	150,000	55,000	55,000	465,000	55,000	55,000	1,437,000
	1.22	Vasse - Asset Management Plan		Asset Management Plan Vasse Newtown (Reserve Funded)	68	Vasse Newtown Landscape Maintenance Reserve (SAR)	466,000	50,000	84,000	50,000	50,000	20,710	50,000	50,000	50,000	920,710
		Vasse - Asset Management Plan Total				466,000	50,000	84,000	50,000	50,000	20,710	50,000	50,000	50,000	50,000	920,710
	1.23	Roads & Streets Renewal District-Wide - Asset Management Plan	Contributions & Grants	Main Roads WA Direct Grant - Average Yearly District Allocation		365,235	373,271	382,602	392,167	401,972	412,021	422,321	432,880	443,702	454,794	4,080,965
			Contributions & Grants	Main Roads WA Grant - RRG Annual Allocation		1,560,000	534,772	548,141	561,845	575,891	590,288	605,045	620,171	635,676	651,567	6,883,396
			Contributions & Grants	Main Roads WA - Commodity Route Grant Funding		275,000										275,000
			Contributions & Grants	Main Roads WA - Special Grant Funding (Sugar Loaf Road)		804,000										804,000
			Contributions & Grants	Main Roads WA Grant - Black Spot Funding		120,000										120,000
			Asset Management Annual Expenditure	65	Road Asset Renewal Reserve	3,440,347	3,327,216	4,104,919	4,302,707	4,495,913	4,696,775	4,905,575	5,122,606	5,348,174	5,582,592	45,326,823
	Roads & Streets Renewal District-Wide - Asset Management Plan Total					6,564,582	4,235,259	5,035,662	5,256,719	5,473,776	5,699,084	5,932,941	6,175,657	6,427,352	6,688,953	57,490,184
	1.24	Miscellaneous Land Purchases		Land Purchased for Various Projects					50,000	50,000	50,000	50,000	50,000	50,000	50,000	350,000
		Miscellaneous Land Purchases Total		Land Purchased for Various Projects	53	New Infrastructure Development Reserve	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
							50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
	1.25	Bussetton Jetty Forecasted Capital Works Plan		Anticipated Works	44	Jetty Maintenance Reserve	285,350	778,350	421,850	309,350	525,850	208,350	351,350	717,850	165,850	309,588
Bussetton Jetty Forecasted Capital Works Plan Total				285,350	778,350	421,850	309,350	525,850	208,350	351,350	717,850	165,850	309,588	4,073,738		
Asset Management, Renewal & Minor Upgrades Total																
					17,033,498	14,626,966	15,688,652	16,961,311	17,195,106	17,737,494	18,480,564	21,026,511	21,462,384	22,048,675	182,261,161	
2	Waste Management															
2.1	Waste Management - Capital Works	Asset Management Spend - Yearly Allocation	70	Waste Facilities and Plant Reserve	4,810,000	2,912,580	2,907,000	1,864,910	1,391,140	1,259,250	1,126,000	1,673,080	5,461,904	1,695,000	25,100,864	
		Asset Management Spend - Yearly Allocation		Sales Proceeds	50,000	183,420	78,500	165,090	179,860	75,750	201,000	228,920	100,500	88,000	1,351,040	
		Asset Management Spend - Yearly Allocation		Waste Grant Funding	150,000	-	-	-	-	-	-	-	-	-	150,000	
	Waste Management - Capital Works Total				5,010,000	3,096,000	2,985,500	2,030,000	1,571,000	1,335,000	1,327,000	1,902,000	5,562,404	1,783,000	26,601,904	
Waste Management Total					5,010,000	3,096,000	2,985,500	2,030,000	1,571,000	1,335,000	1,327,000	1,902,000	5,562,404	1,783,000	26,601,904	
3	New & Continuing Projects - Organisational															
3.2	Bussetton/Dunsborough - Major Traffic Improvements		Major Traffic Improvements	50	Major Traffic Improvements Reserve	200,000	300,000	500,000	1,500,000	400,000	1,500,000	2,000,000	1,200,000	2,000,000	1,600,000	11,200,000
	Bussetton/Dunsborough - Major Traffic Improvements Total				200,000	300,000	500,000	1,500,000	400,000	1,500,000	2,000,000	1,200,000	2,000,000	1,600,000	11,200,000	
3.4	Dunsborough Library - New		Construction - New Library to enable space at NCC to be repurposed for Multi-Use/Gym						2,500,000						2,500,000	
	Dunsborough Library - New Total								2,500,000						2,500,000	
3.5	Dunsborough New Nature Based Playground - Capital Works	Nature Based Playground for Dunsborough	29	Community Facilities - Dunsborough Reserve		250,000									250,000	
		Nature Based Playground for Dunsborough	55	Parks, Gardens and Reserves Reserve		350,000									350,000	
		Nature Based Playground for Dunsborough		Lotterywest Grant		300,000									300,000	
	Dunsborough New Nature Based Playground - Capital Works Total						900,000								900,000	

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busseton															
Forecast Statement of Capital Funding by Category & Project															
For the period 2022 - 2032															
Live Model - Version 69															
Strategy	Category	Project	Sub Project	Funding Source	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
	3.7	Energy Efficiency Initiatives	As per Energy Strategy Plan	39 Energy Sustainability Reserve	107,952	110,651	113,417	116,252	119,159	122,137	125,191	128,321	131,529	131,529	1,206,138
		Energy Efficiency Initiatives Total			107,952	110,651	113,417	116,252	119,159	122,137	125,191	128,321	131,529	131,529	1,206,138
	3.8	Main City Works Depot - Upgrade/Improvements	Depot - Waste Services	70 Waste Facilities and Plant Reserve							500,000				500,000
			New Administration/Workshop Facility	New Loan Borrowings								2,500,000			2,500,000
		Main City Works Depot - Upgrade/Improvements Total									3,000,000				3,000,000
	3.10	New Commonage Fire Shed/Community Facility	Construction of new Fire/Community Facility Biddle Road	22 Commonage Community Facilities South Biddle Precinct Reserve			850,000								850,000
		New Commonage Fire Shed/Community Facility Total					850,000								850,000
	3.17	Strategic Land Purchase / Sues Road	Final Settlement	67 Strategic Projects Reserve Reserve			2,000,000								2,000,000
			Final Settlement	New Loan Borrowings			2,500,000								2,500,000
			Deposit	67 Strategic Projects Reserve Reserve	500,000										500,000
			Deposit	53 New Infrastructure Development Reserve Reserve											
		Strategic Land Purchase / Sues Road Total			500,000		4,500,000								5,000,000
	3.18	Old Dunsborough Boat Ramp Precinct - Cafe/Kiosk	Contribution to Public/Private Partnership to upgrade Old Toilet Block to Cafe/Kiosk	10 Building Asset Renewal Reserve Fund - General Buildings Reserve		250,000									250,000
		Old Dunsborough Boat Ramp Precinct - Cafe/Kiosk Total				250,000									250,000
	3.20	CCTV Renewal Programme/Safer Cities	CCTV Renewal Programme/Safer Cities	Municipal Funds	50,000	50,000	50,000								150,000
		CCTV Renewal Programme/Safer Cities Total			50,000	50,000	50,000								150,000
3.21	LED Streetlighting Replacement Program	Annual Allocation	76 LED Streetlight Replacement Program Reserve	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000	
	LED Streetlighting Replacement Program Total			50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000	
3.23	Vasse River Restoration	Ongoing restoration of river habitat	78 Waterways Restoration Reserve	550,455	578,646	608,136	637,438							2,374,676	
	Vasse River Restoration Total			550,455	578,646	608,136	637,438							2,374,676	
	New & Continuing Projects - Organisational Total				1,458,407	2,239,297	6,671,553	2,303,690	3,069,159	1,672,137	5,175,191	1,378,321	2,181,529	1,781,529	27,930,814
4	New Projects - Recreational Strategy														
4.2	Dunsborough Country Club Extension	Contribution - Multi-Purpose Facility/Senior Citizens	28 Community Facilities - City District Reserve		300,000									300,000	
	Dunsborough Country Club Extension Total				300,000									300,000	
4.3	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	Vasse - Floodlighting Ovals	33 Community Facilities - Vasse Reserve	325,000										325,000	
		Vasse - Floodlighting Ovals	State Government Grant	150,000										150,000	
		Vasse - Pavilion/Changeroom Facilities	38 Community Facilities - Vasse Reserve					400,000						400,000	
		Vasse - Pavilion/Changeroom Facilities	CSRF Funding/Other Funding					600,000						600,000	
		Vasse - Pavilion/Changeroom Facilities	New Loan Borrowings					1,000,000						1,000,000	
		Vasse Sporting Facilities - Club House Car Parking	17 City Car Parking and Access Reserve					200,000						200,000	
	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking Total			475,000				2,200,000						2,675,000	
4.4	Geographe Leisure Centre - Wet Area Expansion - Capital Works	Indoor Pool - Reconfiguration	New Loan Borrowings			4,000,000								4,000,000	
	Geographe Leisure Centre - Wet Area Expansion - Capital Works Total					4,000,000								4,000,000	
4.5	Geographe Leisure Centre Stadium/Dunsborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts	Stadium expansion - GLC 2/3 indoor courts, seating & storage OR DLSP 2/3 indoor courts	New Loan Borrowings				6,000,000							6,000,000	

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busseton																
Forecast Statement of Capital Funding by Category & Project																
For the period 2022 - 2032																
Live Model - Version 69																
Strategy	Category	Project	Sub Project	Funding Source	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total	
		Geographie Leisure Centre Stadium/Dunsborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts Total				6,000,000									6,000,000	
	4.6	Dunsborough Playing Fields	Unisex Changerooms to John Edwards Pavilion	10 Building Asset Renewal Reserve Fund - General Buildings Reserve					550,000						550,000	
		Dunsborough Playing Fields Total				550,000									550,000	
	4.7	Yalyalup Community Oval/Pavilion Development	Oval & Surrounds	25 Community Facilities - Airport North Reserve					1,000,000						1,000,000	
			Building	25 Community Facilities - Airport North Reserve						1,500,000					1,500,000	
			Carparks	25 Community Facilities - Airport North Reserve						300,000					300,000	
			Landscaping	25 Community Facilities - Airport North Reserve						200,000					200,000	
			Land Contribution	25 Community Facilities - Airport North Reserve				800,000							800,000	
			Ablution Facilities	25 Community Facilities - Airport North Reserve				150,000							150,000	
		Yalyalup Community Oval/Pavilion Development Total				950,000	1,000,000	2,000,000							3,950,000	
	4.8	Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capital Works	Construction - Multi-Purpose Space Upgrade/Gym Facility in Old Library Space	10 Building Asset Renewal Reserve Fund - General Buildings Reserve						750,000					750,000	
		Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capital Works Total				750,000									750,000	
	4.9	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces	Various Ovals/Facilities - Floodlighting/Courts Expansion	28 Community Facilities - City District Reserve			105,063		109,844		114,842		120,068		449,816	
			Various Ovals/Facilities - Floodlighting/Courts Expansion	CSRFF Funding/Other Funding			105,063		109,844		114,842		120,068		449,816	
		Increasing Sports Spaces Carrying Capacity - Outdoor Spaces Total				210,125	219,687	229,684	240,136							899,632
	4.11	Bowell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works	Upgrade of main facilities / regional stadium / playing fields	10 Building Asset Renewal Reserve Fund - General Buildings Reserve							1,000,000	1,000,000	1,000,000		3,000,000	
			Upgrade of main facilities / regional stadium / playing fields	New Loan Borrowings							1,500,000	4,000,000	4,000,000		9,500,000	
		Bowell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works Total										2,500,000	5,000,000	5,000,000	12,500,000	
	4.12	Dunsborough Lakes Sporting Precinct (Stage 2)	New School Oval	28 Community Facilities - City District Reserve								325,000			325,000	
			New School Oval	29 Community Facilities - Dunsborough Reserve								275,000			275,000	
			New School Oval	Department of Education - Contribution								600,000			600,000	
		Dunsborough Lakes Sporting Precinct (Stage 2) Total				1,200,000									1,200,000	
	4.13	Squash Facility District	Stage 1 - Contribution	53 New Infrastructure Development Reserve Reserve		95,000									95,000	
			Stage 2 - Contribution	28 Community Facilities - City District Reserve							200,000				200,000	
		Squash Facility District Total				95,000	200,000							295,000		
	4.14	Planning & Design Studies	Implementation of Recreation Planning Study Outcome	28 Community Facilities - City District Reserve	105,165	107,479	110,166	112,920	115,743	118,636	121,602	124,642	127,758	130,952	1,175,063	
		Planning & Design Studies Total				105,165	107,479	110,166	112,920	115,743	118,636	121,602	124,642	127,758	130,952	1,175,063

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busseton															
Forecast Statement of Capital Funding by Category & Project															
For the period 2022 - 2032															
Live Model - Version 69															
Strategy	Category	Project	Sub Project	Funding Source	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
		New Projects - Recreational Strategy Total			580,165	502,479	4,320,291	7,062,920	1,885,430	5,068,636	3,051,286	6,324,642	5,367,895	130,952	34,294,695
5	Major Projects - Cultural														
	5.1	Performing Arts/Convention Centre (BPACC)	Performing Arts/Convention Centre - Construction	28 Community Facilities - City District Reserve	550,000										550,000
			Performing Arts/Convention Centre - Construction	41 Furniture and Equipment Reserve	250,000										250,000
			Performing Arts/Convention Centre - Construction	56 Performing Arts and Convention Centre Reserve	1,642,703	88,000									1,730,703
			Performing Arts/Convention Centre - Construction	Federal Government Grant	2,799,000										2,799,000
			Performing Arts/Convention Centre - Construction	New Loan Borrowings	16,500,000										16,500,000
			Performing Arts/Convention Centre - Design & Professional Fees	56 Performing Arts and Convention Centre Reserve											
			Performing Arts/Convention Centre - LRCIP (Tranche 3)	Federal Government Grant	1,923,000										1,923,000
			Performing Arts/Convention Centre - RIO Sponsorship	RIO Sponsorship	250,000										250,000
			Performing Arts/Convention Centre - Weld Theatre Interface Works	10 Building Asset Renewal Reserve Fund - General Buildings	130,000										130,000
			Performing Arts/Convention Centre - IT Hardware	34 Corporate IT Systems Reserve	75,000	75,000									150,000
			Performing Arts/Convention Centre - Landscaping	55 Parks, Gardens and Reserves Reserve	500,000										500,000
		Performing Arts/Convention Centre (BPACC) Total			24,619,703	163,000									24,782,703
	5.3	Upgrade Art Geo Complex - Capital Works	Upgrade Building Facilities in Precinct	10 Building Asset Renewal Reserve Fund - General Buildings Reserve						700,000					700,000
			Upgrade Building Facilities in Precinct	Lotterywest Grant						300,000					300,000
		Upgrade Art Geo Complex - Capital Works Total								1,000,000					1,000,000
	Major Projects - Cultural Total				24,619,703	163,000				1,000,000					25,782,703
6	Busseton / Margaret River Airport - Development														
	6.1	BMRA Terminal - New	Domestic/International Terminal	Federal/State Government Grant		26,000,000									26,000,000
		BMRA Terminal - New Total				26,000,000									26,000,000
	6.3	Fleet Replacement Program	Fleet Replacement Program	5 Airport Infrastructure Renewal Reserve	197,100	15,000	256,600	149,000	1,500	863,600	90,000	356,000	40,600	40,600	2,010,000
		Fleet Replacement Program Total			197,100	15,000	256,600	149,000	1,500	863,600	90,000	356,000	40,600	40,600	2,010,000
	Busseton / Margaret River Airport - Development Total				197,100	26,015,000	256,600	149,000	1,500	863,600	90,000	356,000	40,600	40,600	28,010,000
7	Projects - Under Consideration														
	7.1	Old Dunsborough Boat Ramp Precinct - Jetty Extension	Extension of Jetty - Further Investigation Required	Municipal Funds										1	1
		Old Dunsborough Boat Ramp Precinct - Jetty Extension Total												1	1
	7.8	Ford Road Construction	Ford Road Construction	Municipal Funds										1	1
		Ford Road Construction Total												1	1
	7.13	Climate Change Initiatives	Climate Change Initiatives - Under Further Investigation	Municipal Funds										1	1
		Climate Change Initiatives Total												1	1

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busseton

Forecast Statement of Capital Funding by Category & Project

For the period 2022 - 2032

Live Model - Version 69

Strategy	Category	Project	Sub Project	Funding Source	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
	7.14	Smart/Connected Cities Initiatives	Smart/Connected Cities Initiatives - Under Further Investigation	Municipal Funds										1	1
		Smart/Connected Cities Initiatives Total												1	1
	7.16	Dark Sky City Initiatives	Dark Sky City Initiatives - Under Further Investigation	Municipal Funds										1	1
		Dark Sky City Initiatives Total												1	1
	7.18	City/Regional Deals	City/Regional Deals - Under Further Investigation	Federal Government Grant										1	1
		City/Regional Deals Total												1	1
	7.21	Dunsborough Aquatic Facility	25m Indoor Heated Pool (10yrs plus) - Longer Term Project	Municipal Funds										1	1
		Dunsborough Aquatic Facility Total												1	1
	7.22	New Facility or Expansion of Existing Court Facilities	Provision of Additional Indoor Courts	Municipal Funds										1	1
		New Facility or Expansion of Existing Court Facilities Total												1	1
	7.27	Dunsborough YCAB	Dunsborough-based Youth & Community Activities Building - Purpose Built Facility	Municipal Funds										1	1
		Dunsborough YCAB Total												1	1
	7.28	DBCA Building Purchase	Queen Street	Municipal Funds										1	1
		DBCA Building Purchase Total												1	1
	7.29	Dunsborough Jetty - New Facility	Dunsborough Jetty	Municipal Funds										1	1
		Dunsborough Jetty - New Facility Total												1	1
	7.30	Firebreak Network Maintenance	Firebreak Network Maintenance	Municipal Funds										1	1
		Firebreak Network Maintenance Total												1	1
	7.31	Locke Estate - Community Block Development	(blank)	Municipal Funds										1	1
		Locke Estate - Community Block Development Total												1	1
	7.32	Busseton Swimming Net Extension	Busseton Swimming Net Extension	Municipal Funds										1	1
		Busseton Swimming Net Extension Total												1	1
	7.33	Dunsborough Non-Potable Water Network - Stage 2	Provision of Non Potable water supply	Government Grant										1	1
		Dunsborough Non-Potable Water Network - Stage 2 Total												1	1
	7.34	City Solar Farm	Development of or Contribution to City Solar Farm	Municipal Funds										1	1
		City Solar Farm Total												1	1
	7.35	AUDC Project	AUDC Project	Municipal Funds										1	1
		AUDC Project Total												1	1
Projects - Under Consideration Total															17



11/03/2022

2022 - 2032 Long Term Financial Plan

City of Bussetton													
Forecast Statement of Capital Funding Summary													
For the period 2022 - 2032													
Live Model - Version 69													
WARNING: REPORT NOT BALANCED TO CAPITAL WORKS. REVIEW IS REQUIRED													
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
Strategy	Category	Project	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	Grand Total
1	Asset Management, Renewal & Minor Upgrades												
	1.1	Boat Ramps Construction - Capital Works	51,892	53,034	54,359	55,718	57,111	58,539	60,003	61,503	63,040	64,616	579,816
	1.2	Bridges Construction (As per MRWA)	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
	1.3	Buildings Capital Works - Asset Management Plan	1,299,052	1,155,141	1,028,162	1,228,957	1,079,575	1,419,866	1,517,697	1,505,687	2,009,584	1,437,122	13,680,842
	1.5	Bussetton Jetty Tourist Park - Capital Works	256,430	292,950	256,460	286,500	296,800	251,000	124,000	276,908	151,000	167,000	2,359,048
	1.6	Car Parking Construction and Renewal - Capital Works	165,137	173,594	182,441	191,231	199,818	208,746	218,026	227,671	237,697	248,115	2,052,476
	1.7	CBD Townscape Construction Projects - Capital Works				637,438	666,061	695,819	726,752	758,905	792,322	827,051	5,104,348
	1.8	Cemeteries - Capital Works Allocation	83,334	85,417	87,339	89,304	91,314	93,368	95,469	97,617	99,814	102,059	925,036
	1.10	Churchill Park Upgrades - Capital Works	168,132	72,335	73,963	75,627	77,329	79,069	80,848	82,667	84,527	86,428	880,924
	1.11	Coastal Protection Capital Works - Asset Management Plan	1,331,048	1,200,031	1,259,657	1,294,398	1,394,258	1,429,240	1,489,346	1,554,579	1,617,944	1,685,442	14,255,943
	1.12	Corporate IT System Upgrades	375,000	380,000	460,000	465,000	475,000	507,644	520,335	533,343	556,677	570,594	4,843,594
	1.13	Drainage, Underground Power and Other Infrastructure - Capital Works	704,984	742,605	781,828	820,759	858,723	898,211	939,281	981,991	1,026,403	1,072,578	8,827,363
	1.15	Footpaths & Cycleways Construction - Capital Works	1,277,057	1,342,459	1,410,876	1,478,856	1,545,262	1,614,299	2,049,440	2,519,564	2,630,509	2,745,808	18,614,131
	1.15	Furniture, Office Equipment & Public/Community Service Facilities - Capital Works	110,091	115,729	121,627	127,488	133,212	139,164	218,026	227,671	237,697	248,115	1,678,820
	1.16	General City Natural Reserves - Capital Works		183,586	187,717	191,940	196,259	200,675	205,190	209,807	214,527	219,354	1,809,055
	1.17	Meelup Regional Park - Capital Works	178,238										178,238
	1.18	Parks and Gardens / Reserves - Capital Works	1,070,279	1,024,285	1,444,323	1,513,915	1,581,895	1,652,569	2,089,412	2,561,304	2,674,087	2,791,296	18,403,365
	1.19	Plant Replacement Program	2,250,000	2,249,000	2,322,000	2,237,500	1,986,000	2,148,000	1,998,000	1,658,000	2,006,000	2,316,000	20,570,500
	1.20	Port Geographe Development - Capital Works	51,893	53,190	54,387	55,611	56,862	58,141	59,450	60,787	62,155	63,553	576,030
	1.21	Providence - Asset Management Plan	45,000	140,000	122,000	295,000	150,000	55,000	55,000	465,000	55,000	55,000	1,437,000
	1.22	Vasse - Asset Management Plan	466,000	50,000	84,000	50,000	50,000	20,710	50,000	50,000	50,000	50,000	920,710
	1.23	Roads & Streets Renewal District-Wide - Asset Management Plan	6,564,582	4,235,259	5,035,662	5,256,719	5,473,776	5,699,084	5,932,941	6,175,657	6,427,552	6,688,953	57,490,184
	1.24	Miscellaneous Land Purchases	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
	1.25	Bussetton Jetty Forecasted Capital Works Plan	285,350	778,350	421,850	309,350	525,850	208,350	351,350	717,850	165,850	309,588	4,073,738
	Asset Management, Renewal & Minor Upgrades Total			17,033,498	14,626,966	15,688,652	16,961,311	17,195,106	17,737,494	18,480,564	21,026,511	21,462,384	22,048,675
2	Waste Management												
	2.1	Waste Management - Capital Works	5,010,000	3,096,000	2,985,500	2,030,000	1,571,000	1,335,000	1,327,000	1,902,000	5,562,404	1,783,000	26,601,904
Waste Management Total			5,010,000	3,096,000	2,985,500	2,030,000	1,571,000	1,335,000	1,327,000	1,902,000	5,562,404	1,783,000	26,601,904
3	New & Continuing Projects - Organisational												
	3.2	Bussetton/Dunsborough - Major Traffic Improvements	200,000	300,000	500,000	1,500,000	400,000	1,500,000	2,000,000	1,200,000	2,000,000	1,600,000	11,200,000
	3.4	Dunsborough Library - New					2,500,000						2,500,000
	3.5	Dunsborough New Nature Based Playground - Capital Works		900,000									900,000
	3.7	Energy Efficiency Initiatives	107,952	110,651	113,417	116,252	119,159	122,137	125,191	128,321	131,529	131,529	1,206,138
	3.8	Main City Works Depot - Upgrade/Improvements							3,000,000				3,000,000
	3.10	New Commonage Fire Shed/Community Facility			850,000								850,000
	3.17	Strategic Land Purchase / Sues Road	500,000		4,500,000								5,000,000
	3.18	Old Dunsborough Boat Ramp Precinct - Cafe/Kiosk		250,000									250,000
	3.20	CCTV Renewal Programme/Safer Cities	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
	3.21	LED Streetlighting Replacement Program	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
	3.23	Vasse River Restoration	550,455	578,646	608,136	637,438							2,374,676
	New & Continuing Projects - Organisational Total			1,458,407	2,239,297	6,671,553	2,303,690	3,069,159	1,672,137	5,175,191	1,378,321	2,181,529	1,781,529
4	New Projects - Recreational Strategy												
	4.2	Dunsborough Country Club Extension		300,000									300,000
	4.3	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	475,000					2,200,000					2,675,000
	4.4	Geographe Leisure Centre - Wet Area Expansion - Capital Works			4,000,000								4,000,000
	4.5	Geographe Leisure Centre Stadium/Dunsborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts				6,000,000							6,000,000
	4.6	Dunsborough Playing Fields					550,000						550,000
	4.7	Yalyalup Community Oval/Pavilion Development				950,000	1,000,000	2,000,000					3,950,000
	4.8	Naturaliste Community Centre (Multi-Purpose Space/Upgrade) - Capital Works					750,000						750,000
	4.9	Increasing Sports Spaces Carrying Capacity - Outdoor Spaces			210,125		219,687		229,684		240,136		899,632
	4.11	Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works						2,500,000	5,000,000	5,000,000			12,500,000
	4.12	Dunsborough Lakes Sporting Precinct (Stage 2)							1,200,000				1,200,000
	4.13	Squash Facility District		95,000					200,000				295,000
	4.14	Planning & Design Studies	105,165	107,479	110,166	112,920	115,743	118,636	121,602	124,642	127,758	130,952	1,175,063
	New Projects - Recreational Strategy Total			580,165	502,479	4,320,291	7,062,920	1,885,430	5,068,636	3,051,286	6,324,642	5,367,895	130,952
5	Major Projects - Cultural												
	5.1	Performing Arts/Convention Centre (BPACC)	24,619,703	163,000									24,782,703



11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busseton													
Forecast Statement of Capital Funding Summary													
For the period 2022 - 2032													
Live Model - Version 69													
WARNING: REPORT NOT BALANCED TO CAPITAL WORKS. REVIEW IS REQUIRED													
Strategy	Category	Project	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
	5.3	Upgrade Art Geo Complex - Capital Works						1,000,000					1,000,000
	Major Projects - Cultural Total		24,619,703	163,000				1,000,000					25,782,703
6	Busseton / Margaret River Airport - Development												
	6.1	BMRA Terminal - New		26,000,000									26,000,000
	6.3	Fleet Replacement Program	197,100	15,000	256,600	149,000	1,500	863,600	90,000	356,000	40,600	40,600	2,010,000
	Busseton / Margaret River Airport - Development Total		197,100	26,015,000	256,600	149,000	1,500	863,600	90,000	356,000	40,600	40,600	28,010,000
7	Projects - Under Consideration												
	7.1	Old Dunsborough Boat Ramp Precinct - Jetty Extension										1	1
	7.8	Ford Road Construction										1	1
	7.13	Climate Change Initiatives										1	1
	7.14	Smart/Connected Cities Initiatives										1	1
	7.16	Dark Sky City Initiatives										1	1
	7.18	City/Regional Deals										1	1
	7.21	Dunsborough Aquatic Facility										1	1
	7.22	New Facility or Expansion of Existing Court Facilities										1	1
	7.27	Dunsborough YCAB										1	1
	7.28	DBCA Building Purchase										1	1
	7.29	Dunsborough Jetty - New Facility										1	1
	7.30	Firebreak Network Maintenance										1	1
	7.31	Locke Estate - Community Block Development										1	1
	7.32	Busseton Swimming Net Extension										1	1
	7.33	Dunsborough Non-Potable Water Network - Stage 2										1	1
	7.34	City Solar Farm										1	1
	Projects - Under Consideration Total											16	16
Grand Total			48,898,874	46,642,742	29,922,596	28,506,921	23,722,195	27,676,867	28,124,042	30,987,475	34,614,811	25,784,772	324,881,293

11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busselton				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Forecasted Additional Operating Income, Expenditure and Reserve Funding				2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
For the period 2022 - 2032				Live Model - Version 69									
Oper Nature	Order	Operational Project	Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
<b>Other Operations</b>													
Revenue	4.1	Buildings - Dunsborough Lakes Pavilion	Building Hire Fees	-	-	15,000	15,375	15,759	16,153	16,557	16,971	17,395	17,830
	4.2	Buildings - NCC Multi-Purpose Space/Upgrade	Additional Building Operational Costs	-	-	-	-	-	-	20,000	20,500	21,013	21,538
	4.6	GLC Expansion (Additional Revenue from 2025/2026)	Operating Income Forecasted for Pool & Additional Stadiums	-	-	-	-	200,000	205,000	210,125	215,378	220,763	226,282
	4.7	New Ovals/Sporting Facilities/Foreshore (Additional Operational Requirements)	New Floodlight Systems - Club Contribution towards power costs	-	-	-	-	-	-	-	-	-	-
			Yalyalup Pavilion Development	15,000	15,330	15,713	16,106	16,509	16,921	17,344	17,778	18,223	18,678
			Vasse Oval Pavilion	-	-	12,813	13,133	13,461	13,798	14,143	14,496	14,859	15,230
	5.1	Strategic Land Purchase / Sues Road	Lease Income - 2x Telstra Towers @ \$8,600/each (Commencing 30/09/2024)	-	-	13,463	18,450	18,911	19,384	19,869	20,365	20,874	21,396
	5.2	Sale of Ambergate Land	Lease Income - Tronox Land Lease	-	-	77,599	80,527	82,474	84,536	86,437	88,293	90,116	91,916
<b>Revenue Total</b>				2,500,000	-	-	-	-	-	-	-	-	-
<b>Revenue Total</b>				2,515,000	15,330	134,588	143,591	347,115	365,792	368,725	368,888	378,111	368,226
Expense	4.1	Buildings - Dunsborough Lakes Pavilion	Building Operational Costs	-	(75,000)	(76,875)	(78,797)	(80,767)	(82,786)	(84,856)	(86,977)	(89,151)	-
	4.2	Buildings - NCC Multi-Purpose Space/Upgrade	Additional Building Operational Costs	-	-	-	-	-	-	(25,000)	(25,625)	(26,266)	(26,922)
	4.3	Buildings - New Dunsborough Library	Additional Operational Costs of New Larger Library	-	-	-	-	-	(100,000)	(102,500)	(105,063)	(107,689)	(110,381)
	4.5	Dunsborough Non-Potable Water Supply	Pumping Equipment ect - Additional Costs	-	(87,418)	(89,604)	(91,844)	(94,140)	(96,493)	(98,906)	(101,378)	(103,913)	(106,511)
	4.6	GLC Expansion (Additional Operational Requirements from 2025/2026)	Operating Expense Forecasted for Pool & Additional Stadiums	-	-	-	-	-	-	-	-	-	-
	4.7	New Ovals/Sporting Facilities/Foreshore (Additional Operational Requirements)	Dunsborough - Nature Based Playground	-	-	-	-	(400,000)	(410,000)	(420,250)	(430,756)	(441,525)	(452,563)
			New Floodlight Systems - Various Ovals	(20,000)	(20,440)	(20,951)	(21,475)	(22,012)	(22,562)	(23,126)	(23,704)	(24,297)	(24,904)
			Vasse Oval - Pavilion/Changerooms	-	-	-	-	-	(25,625)	(26,266)	(26,922)	(27,595)	(28,285)
			Dunsborough Playing Fields (New Changerooms)	-	-	-	-	-	(25,000)	(25,625)	(26,266)	(26,922)	(27,595)
			Yalyalup Community Pavilion Development	-	-	-	-	-	(51,500)	(52,788)	(54,107)	(55,460)	(56,846)
			Yalyalup Oval Development	-	-	-	-	-	(51,500)	(52,788)	(54,107)	(55,460)	(56,846)
			Bovell Park - Additional Operating Expenditure	-	-	-	-	-	-	(75,000)	(76,875)	(78,797)	-
	4.8	Workforce Planning	Workforce Planning (excludes BPACC Employee Costs)	-	(110,316)	(226,147)	(462,471)	(827,533)	(1,087,911)	(1,483,185)	(1,769,316)	(2,196,796)	(2,510,485)
	4.9	Superannuation Guarantee Contribution	SGC increase from 9.50 to 12.00% - Impact of change in federal legislation	(80,355)	(164,728)	(253,269)	(345,290)	(353,060)	(361,003)	(369,126)	(377,431)	(385,923)	(394,607)
<b>Expense Total</b>				(100,355)	(477,902)	(707,846)	(1,041,901)	(1,820,587)	(2,358,533)	(2,809,670)	(3,203,041)	(3,665,420)	(3,923,480)
<b>Other Operations Total</b>				2,414,645	(462,572)	(573,258)	(898,311)	(1,473,472)	(1,992,741)	(2,440,946)	(2,834,152)	(3,287,309)	(3,555,254)
<b>Airport Operations</b>													
Revenue	2.1	Airport Operations	Aeronautical Charges - Fees and Charges	2,471,688	2,960,725	3,425,086	3,735,823	3,835,093	4,513,272	4,883,735	4,958,640	5,354,466	5,461,555
			Non-Aeronautical Charges - Fees and Charges	786,127	725,648	778,124	876,395	917,546	975,052	1,009,299	1,048,248	1,100,346	1,122,353
Expense	2.1	Airport Operations	RADS Grant	50,000	-	-	-	-	-	-	-	-	-
			Employee Costs	(338,070)	(424,597)	(437,334)	(450,455)	(523,968)	(477,887)	(492,224)	(506,991)	(522,200)	(537,866)
			Materials and Contracts	(833,408)	(973,522)	(1,114,044)	(1,381,485)	(1,396,365)	(1,664,685)	(1,680,471)	(1,696,731)	(1,713,479)	(1,752,718)
			Other Expenditure	(93,990)	(96,809)	(99,714)	(102,705)	(105,786)	(108,960)	(112,228)	(115,595)	(119,063)	(122,635)
			Utility charges	(104,961)	(111,256)	(117,928)	(125,000)	(132,497)	(140,443)	(148,866)	(157,795)	(167,258)	(177,289)
			Insurance expenses	(8,547)	(8,803)	(9,067)	(9,339)	(9,620)	(9,908)	(10,205)	(10,512)	(10,827)	(11,152)
<b>Airport Operations Total</b>				1,928,840	2,071,386	2,425,122	2,543,234	2,584,404	3,086,441	3,449,038	3,519,264	3,921,984	3,982,249
<b>Performing Arts/Convention Centre - BPACC</b>													
Reserve Transfer	1.1	Performing Arts/Convention Centre - BPACC	MERG Reserve Transfer	100,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
	1.1	Performing Arts/Convention Centre - BPACC	Operating Grants/Subsidies and Contributions	22,555	70,807	72,224	73,668	75,141	76,644	78,177	79,741	81,335	82,962
Expense	1.1	Performing Arts/Convention Centre - BPACC	Fees and Charges/Show Income	10,915	760,449	1,107,604	1,404,801	1,506,467	1,536,827	1,567,800	1,599,399	1,631,635	1,664,522
			Employee Costs	(202,794)	(1,032,161)	(1,055,385)	(1,079,131)	(1,103,411)	(1,128,238)	(1,153,623)	(1,179,580)	(1,206,120)	(1,233,258)
			Materials and Contracts	-	(140,589)	(230,484)	(235,216)	(239,980)	(244,777)	(249,608)	(254,474)	(259,376)	(264,315)
			Utility charges	-	(170,150)	(174,829)	(180,074)	(185,926)	(191,969)	(198,208)	(204,650)	(211,301)	(218,168)
			Insurance expenses	-	(54,065)	(55,687)	(57,358)	(59,079)	(60,851)	(62,676)	(64,557)	(66,493)	(68,488)
			Marketing & Promotion (Buying Shows / Conference Sponsorships)	(128,271)	(528,374)	(541,583)	(555,123)	(569,001)	(583,226)	(597,806)	(612,751)	(628,070)	(643,632)
			Marketing & Promotion (MERG-Funded)	(100,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
				-	-	-	-	-	-	-	-	-	-

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Rating Increases/Growth and Employee Costs  
For the period 2022 - 2032  
*Live Model - Version 69*

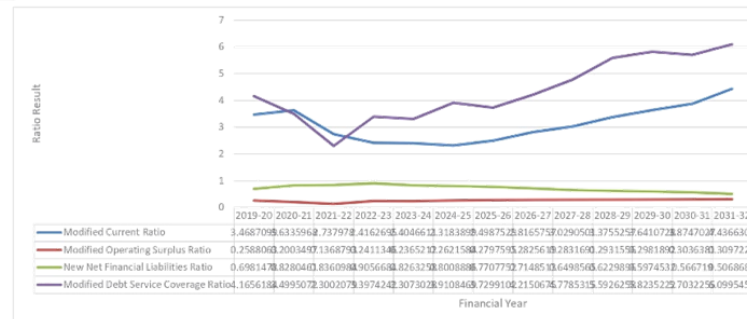
	Year 0 (Driver) 2021-22	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
<b>Rates</b>												
Proposed Rates Increase in LTFP	1.50%	3.50%	3.50%	3.50%	3.25%	2.95%	2.95%	2.95%	2.95%	2.95%	2.95%	
Rates - General across all Categories	53,574,619	56,363,832	59,250,668	62,270,537	65,271,172	68,202,332	71,249,628	74,417,361	77,709,986	81,132,114	84,688,520	700,556,151
Actual Interims Estimated P/A	630,850	630,850	652,930	675,782	697,745	718,329	739,519	761,335	783,795	806,917	830,721	7,297,922
<b>Total Rates General plus Interims Raised during the Year</b>	<b>54,205,469</b>	<b>56,994,682</b>	<b>59,903,598</b>	<b>62,946,319</b>	<b>65,968,918</b>	<b>68,920,661</b>	<b>71,989,148</b>	<b>75,178,697</b>	<b>78,493,781</b>	<b>81,939,030</b>	<b>85,519,241</b>	<b>707,854,074</b>
Growth Factor applied to Interims (40%) to bring to full year realised value	252,340	252,340	261,172	270,313	279,098	287,331	295,808	304,534	313,518	322,767	332,288	2,919,169
<b>*** Rates Including Interims if billed for a full year - Driver for next years opening balance</b>	<b>54,457,809</b>	<b>57,247,022</b>	<b>60,164,770</b>	<b>63,216,632</b>	<b>66,248,016</b>	<b>69,207,992</b>	<b>72,284,955</b>	<b>75,483,231</b>	<b>78,807,299</b>	<b>82,261,797</b>	<b>85,851,529</b>	<b>710,773,243</b>
Special Area Rates (SARS) indexed by CPI	604,393	619,503	634,990	650,865	667,137	683,815	700,911	718,433	736,394	754,804	773,674	6,940,527
Rates Other Revenue (Admin Fees)	123,918	127,140	129,937	133,185	136,515	139,928	143,426	147,012	150,687	154,454	158,316	1,420,600
<b>Grand Total to Rates Setting Statement</b>	<b>54,933,780</b>	<b>57,741,325</b>	<b>60,668,525</b>	<b>63,730,370</b>	<b>66,772,569</b>	<b>69,744,404</b>	<b>72,833,484</b>	<b>76,044,142</b>	<b>79,380,862</b>	<b>82,848,289</b>	<b>86,451,230</b>	<b>716,215,200</b>
*** Not included in Total Rates - For calculation purposes only												
<b>Waste Infrastructure</b>												
Projected Service Growth	1.75%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	
Waste Infrastructure Levy brought forward (base figure from budget)	1,159,300	1,437,400	1,815,076	2,139,065	2,467,913	2,504,932	2,542,506	2,580,643	2,619,353	2,658,643	2,698,523	23,464,054
Adjustment - Increase by: \$11/property in 21/22 from \$49 to \$60.	257,812											
Adjustment - Increase by: \$15/property in 22/23 from \$60 to \$75.		356,115	-	-	-	-	-	-	-	-	-	356,115
Adjustment - Increase by: \$12.50/property in 23/24 from \$75 to \$87.50.		-	296,763	-	-	-	-	-	-	-	-	296,763
Adjustment - Increase by: \$12.50/property in 24/25 from \$87.50 to \$100.		-	-	296,763	-	-	-	-	-	-	-	296,763
Annual Growth in Levy Due to Introduction of New Services	20,288	21,561	27,226	32,086	37,019	37,574	38,138	38,710	39,290	39,880	40,478	351,961
<b>Total</b>	<b>1,437,400</b>	<b>1,815,076</b>	<b>2,139,065</b>	<b>2,467,913</b>	<b>2,504,932</b>	<b>2,542,506</b>	<b>2,580,643</b>	<b>2,619,353</b>	<b>2,658,643</b>	<b>2,698,523</b>	<b>2,739,001</b>	<b>24,765,655</b>
<b>Employee Costs</b>												
Incremental Factor	2.75%	2.50%	2.50%	2.50%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	2.25%	
Employee Costs - Airport	331,760	338,070	424,597	437,334	450,455	523,968	477,887	492,224	506,991	522,200	537,866	4,711,591
Employee Costs - BPACC	80,310	202,794	1,032,161	1,055,385	1,079,131	1,103,411	1,128,238	1,153,623	1,179,580	1,206,120	1,233,258	10,373,701
Employee Costs - Non-BPACC Workforce Planning (Future)	110,000	-	110,316	226,147	462,471	827,533	1,087,911	1,483,185	1,769,316	2,196,796	2,510,485	10,674,161
Employee Costs - Existing	34,040,139	34,949,277	35,910,035	36,875,335	37,794,997	38,642,172	39,517,560	40,403,376	41,318,693	42,244,905	43,201,317	390,857,667
<b>Total - Reconciled to Rate Setting Statement</b>	<b>34,562,209</b>	<b>35,490,141</b>	<b>37,477,108</b>	<b>38,594,201</b>	<b>39,787,053</b>	<b>41,097,085</b>	<b>42,211,596</b>	<b>43,532,408</b>	<b>44,774,580</b>	<b>46,170,022</b>	<b>47,482,927</b>	<b>416,617,121</b>

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Ratio Analysis  
For the period 2022 - 2032  
Live Model - Version 69

		2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
<b>Modified Current Ratio</b>											
Current Assets	Predicted upward trend without factoring in changes to end of year surplus position. This upward trend indicates a predicted improvement in the LG's current position	59,369,798	59,009,801	59,405,128	62,921,560	69,776,394	73,769,920	82,578,581	90,964,314	96,931,412	109,924,135
Current Liabilities		24,570,851	24,539,758	25,623,442	25,181,185	24,773,484	24,354,143	24,463,917	24,982,833	25,016,477	24,776,490
		2.42	2.40	2.32	2.50	2.82	3.03	3.38	3.64	3.87	4.44
<b>Modified Operating Surplus Ratio</b>											
Adjusted Operating Surplus	A gradual increase indicates an improvement in this area. If a LG consistently achieves a positive OSR and predicts to continue to do so, then it is considered financially sustainable	20,297,588	20,552,661	24,191,443	27,011,717	28,431,941	29,781,280	32,083,977	33,893,039	35,959,270	38,061,713
Adjusted Operating Revenue		84,175,331	86,895,628	92,277,951	96,553,349	100,621,983	105,171,349	109,443,496	113,662,880	118,428,063	122,889,769
		0.24	0.24	0.26	0.28	0.28	0.28	0.29	0.30	0.30	0.31
<b>New Net Financial Liabilities Ratio</b>											
Net Financial Liabilities	Unlike the other ratios, the aim of this ratio is to show a declining trend. This indicates that the LG's capacity to meet its financial obligations is strengthening	76,234,941	71,804,103	73,904,358	74,420,929	71,929,757	68,346,286	68,182,156	67,908,252	67,115,432	62,288,968
Adjusted Operating Revenue		84,175,331	86,895,628	92,277,951	96,553,349	100,621,983	105,171,349	109,443,496	113,662,880	118,428,063	122,889,769
		0.91	0.83	0.80	0.77	0.71	0.65	0.62	0.60	0.57	0.51
<b>Modified Debt Service Coverage Ratio</b>											
Adjusted Operating Surplus	This ratio shows improvement over the life of the plan. As a result of the loans taken out for the BPACC this has an impact on the first 4 years before further loans drop off over time.	20,297,588	20,552,661	24,191,443	27,011,717	28,431,941	29,781,280	32,083,977	33,893,039	35,959,270	38,061,713
Debt Service Costs		5,974,405	6,214,327	6,185,730	7,241,922	6,745,311	6,232,308	5,736,836	5,820,024	6,305,076	6,240,090
		3.40	3.31	3.91	3.73	4.22	4.78	5.59	5.82	5.70	6.10



11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busselton																		
Forecast Statement of Loan Balances and Repayments																		
For the period 2022 - 2032																		
Live Model - Version 69																		
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
				2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37
Loan Reference and Purpose	Number	Int Rate	Term	Original Principal	Remaining Principal as at 30 June 2022	Total Annual Repayments - Council Loans												
Existing Council Loans																		
Bun Foreshore	209	3.56%	5	6,500,000	3,061,200	671,058	671,059	671,058	671,057	671,058	-	-	-	-	-	-	-	-
Alipart Jet Refuelling	206	3.92%	2	350,000	81,620	42,630	42,630	-	-	-	-	-	-	-	-	-	-	-
Lot 40 Vasse Highway	210	3.61%	2	850,000	850,000	30,684	30,684	30,684	865,343	-	-	-	-	-	-	-	-	-
GLC Geothermal Heating	202	3.98%	1	533,206	63,421	65,007	-	-	-	-	-	-	-	-	-	-	-	-
Bun Foreshore	215	3.25%	6	2,500,000	1,595,479	294,830	294,830	294,830	294,830	294,830	294,829	-	-	-	-	-	-	-
Tennis Club	216	3.25%	6	2,750,000	1,755,027	324,313	324,313	324,314	324,313	324,313	324,312	-	-	-	-	-	-	-
Lot 10 Commonage	217	3.25%	6	1,600,000	1,021,107	188,692	188,691	188,692	188,691	188,691	188,691	-	-	-	-	-	-	-
Admin / MCC Building	207	4.51%	12	18,000,000	12,595,043	1,364,864	1,364,864	1,364,865	1,364,864	1,364,864	1,364,864	1,364,864	1,364,864	1,364,864	1,364,864	1,364,864	-	-
GLC Extensions	205	3.92%	2	1,200,000	279,840	146,160	146,162	-	-	-	-	-	-	-	-	-	-	-
Bun Foreshore	211	2.55%	3	3,000,000	1,003,817	415,740	415,739	207,870	-	-	-	-	-	-	-	-	-	-
Bun Foreshore Barnard Pl	204	4.36%	7	1,300,000	604,663	100,697	100,699	100,697	100,697	100,697	100,698	-	-	-	-	-	-	-
Bun Tennis Club	218	2.21%	7	1,250,000	906,314	140,103	140,102	140,103	140,103	140,104	140,103	140,102	-	-	-	-	-	-
Alipart Freight Hub	219	2.21%	7	1,480,000	1,073,076	165,882	165,881	165,882	165,883	165,881	165,882	165,883	-	-	-	-	-	-
Performing Arts/ Convention	TBC	2.39%	15	5,000,000	4,857,834	397,286	397,288	397,288	397,287	397,287	397,286	397,286	397,287	397,288	397,285	397,287	397,286	198,642
Performing Arts/ Convention	TBC	2.10%	10	5,000,000	4,771,420	555,307	555,307	555,308	555,305	555,308	555,306	555,306	555,307	555,307	277,649	-	-	-
Total Existing Council Loan Repayments				51,113,206	34,519,861	4,903,253	4,838,249	4,441,591	5,068,373	4,203,033	3,531,971	2,724,140	2,317,457	2,317,457	2,039,800	1,762,152	1,762,149	397,287
New Council Loans																		
5.1 - Performing Arts/Convention Centre	TBC	3.00%	20	10,000,000	-	500,047	666,728	666,729	666,729	666,728	666,728	666,728	666,728	666,728	666,728	666,728	666,728	666,728
5.1 - Performing Arts/Conven	TBC	3.25%	20	6,500,000	-	332,446	443,261	443,262	443,263	443,262	443,260	443,261	443,262	443,261	443,261	443,262	443,261	443,261
3.4 - Dunsborough Library	TBC	2.85%	15	2,500,000	-	-	-	-	102,995	205,989	205,990	205,989	205,990	205,989	205,989	205,990	205,990	205,989
4.5 - Geographe Leisure Centre	TBC	2.60%	15	6,000,000	-	-	-	-	242,810	485,618	485,619	485,619	485,619	485,619	485,619	485,619	485,619	485,620
4.4 - Geographe Leisure Centre	TBC	2.60%	15	4,000,000	-	-	-	161,873	323,746	323,746	323,746	323,746	323,746	323,746	323,746	323,746	323,746	323,746
3.8 - Main City Works Depot	TBC	2.55%	10	2,500,000	-	-	-	-	-	-	142,405	284,811	284,810	284,810	284,810	284,810	284,810	284,810
4.11 - Bovell Park - Major Upgrades	TBC	2.55%	10	1,500,000	-	-	-	-	-	85,443	170,886	170,886	170,886	170,886	170,886	170,886	170,886	170,886
4.11 - Bovell Park - Major Upgrades	TBC	2.55%	10	4,000,000	-	-	-	-	-	-	227,848	455,696	455,696	455,696	455,696	455,696	455,696	455,696
4.11 - Bovell Park - Major Upgrades	TBC	2.55%	10	4,000,000	-	-	-	-	-	-	-	227,848	455,696	455,696	455,696	455,696	455,696	455,696
3.17 - Strategic Land Purchase / Sites Road - Final Settlement	TBC	3.75%	20	2,500,000	-	-	-	178,239	178,238	178,238	178,239	178,237	178,239	178,240	178,238	178,240	178,240	178,239
4.3 - Vasse Sporting Facilit	TBC	2.55%	10	1,000,000	-	-	-	-	-	56,804	113,608	113,608	113,608	113,608	113,608	113,608	113,608	113,608
Total New Council Loan Repayments				44,500,000	-	832,493	1,109,989	1,450,103	1,854,786	2,200,587	2,360,387	2,645,037	3,100,735	3,556,433	3,784,279	3,784,278	3,784,280	3,784,279
Total Council Loan Repayments (Existing & New)						5,735,746	5,948,238	5,891,694	6,923,159	6,403,620	5,892,358	5,369,177	5,418,192	5,873,890	5,824,079	5,546,430	5,546,429	4,181,569
Total Council Only Loan repayments per annum as a percentage of rates (Existing and New Assets)						10.42%	10.28%	9.69%	10.86%	9.61%	8.47%	7.39%	7.14%	7.41%	7.04%	6.38%	6.08%	4.36%

11/03/2022

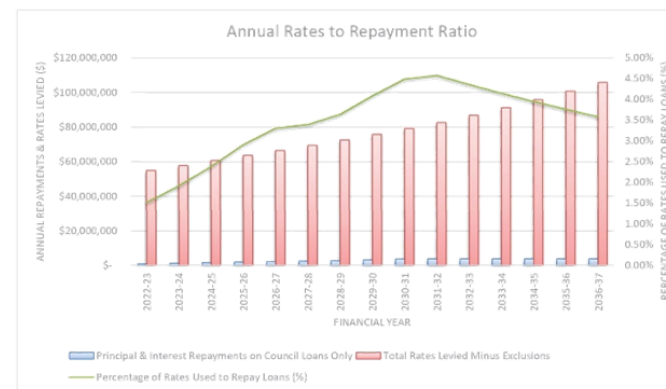
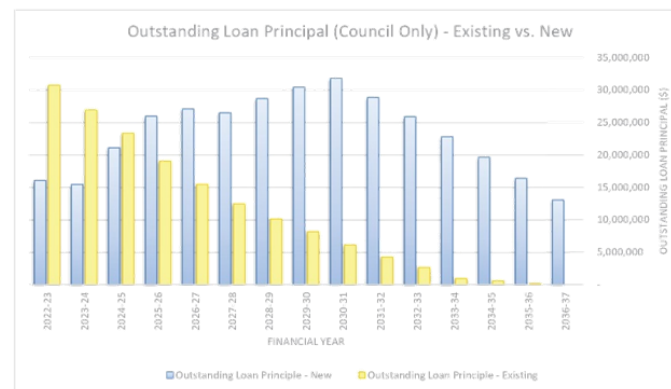
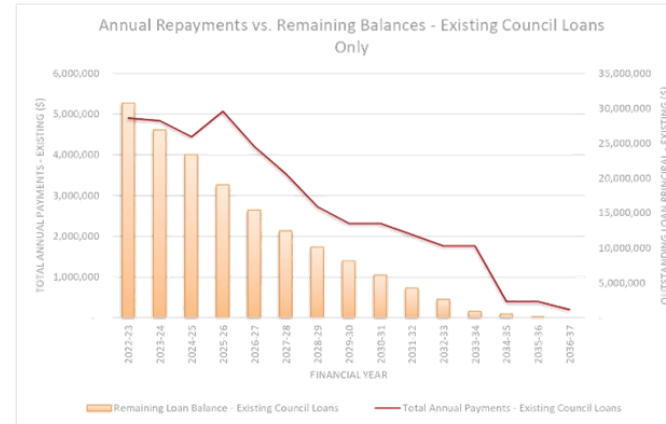
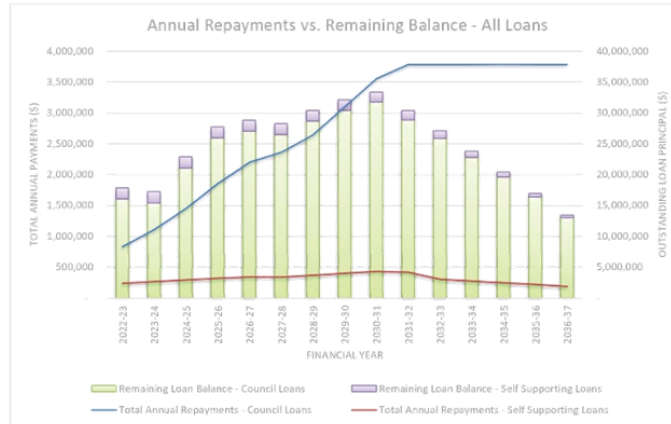
2022 - 2032 Long Term Financial Plan

City of Bussetton																			
Forecast Statement of Loan Balances and Repayments																			
For the period 2022 - 2032																			
Live Model - Version 69																			
				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	
				2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36	2036-37	
Loan Reference and Purpose	Number	Int Rate	Term	Original Principal	Remaining Principal as at 30 June 2022	Total Annual Repayments - Self Supporting Loans													
Existing Self Supporting Loans																			
Bussetton Hockey Club Stadium	1.31%	10		45,000	36,517	4,822	4,823	4,823	4,823	4,823	4,823	4,823	-	-	-	-	-	-	
Bussetton Football & Sportsman's Club	2.93%	10		30,000	9,705	3,402	3,403	3,404	-	-	-	-	-	-	-	-	-	-	
Dunsborough District Country Club	3.19%	10		110,000	64,777	12,935	12,934	12,934	12,935	12,934	6,468	-	-	-	-	-	-	-	
Bussetton Tennis Club	1.37%	7		50,000	30,889	7,496	7,493	7,494	7,494	1,873	-	-	-	-	-	-	-	-	
Geo Bay Yacht Club	3.04%	10		100,000	53,764	11,672	11,672	11,672	11,672	11,671	-	-	-	-	-	-	-	-	
Dunsborough & Districts Country Club	3.04%	10		114,000	61,291	13,306	13,306	13,306	13,306	13,308	-	-	-	-	-	-	-	-	
SSL Community Groups	2.77%	10		100,000	120,547	14,476	14,476	14,475	14,473	14,476	14,476	14,475	14,476	7,241	-	-	-	-	
MRBTA - Ancient Lands Discovery Park	1.55%	20		1,250,000	1,220,687	135,140	135,140	135,138	135,140	135,138	135,139	135,139	135,139	101,353	-	-	-	-	
Bussetton Golf Club	1.45%	10		110,000	99,703	11,255	11,256	11,253	11,254	11,253	11,254	11,254	11,252	5,624	-	-	-	-	
Geo Bay Yatch Club	1.55%	10		50,000	47,651	5,404	5,404	5,404	5,404	5,404	5,404	5,404	5,404	2,701	-	-	-	-	
Dunsborough Bay Yatch Club	1.57%	5		25,000	22,587	5,208	5,209	5,208	5,208	2,603	-	-	-	-	-	-	-	-	
Total Existing Self Supporting Loans Repayments				1,984,000	1,768,118	225,116	225,116	225,111	221,709	213,484	177,565	171,097	171,093	166,271	116,919	-	-	-	-
New Self Supporting Loans																			
Self-Supporting Loans 2022-23	1.55%	10		250,000	-	13,543	27,084	27,084	27,084	27,085	27,084	27,084	27,084	27,084	13,542	-	-	-	
Self-Supporting Loans 2023-24	2.05%	10		250,000	-	13,889	27,777	27,778	27,778	27,777	27,778	27,778	27,777	27,777	27,776	13,889	-	-	
Self-Supporting Loans 2024-25	2.30%	10		250,000	-	-	14,064	28,128	28,128	28,128	28,128	28,128	28,128	28,128	28,128	14,064	-	-	
Self-Supporting Loans 2025-26	2.30%	10		250,000	-	-	-	14,064	28,128	28,128	28,128	28,128	28,128	28,128	28,128	28,128	14,064	-	
Self-Supporting Loans 2026-27	2.55%	10		300,000	-	-	-	-	17,089	34,178	34,177	34,177	34,177	34,177	34,177	34,177	34,177	17,089	
Self-Supporting Loans 2027-28	2.55%	10		300,000	-	-	-	-	-	17,089	34,178	34,177	34,177	34,177	34,177	34,177	34,177	34,177	
Self-Supporting Loans 2028-29	2.55%	10		300,000	-	-	-	-	-	-	17,089	34,178	34,177	34,177	34,177	34,177	34,177	34,177	
Self-Supporting Loans 2029-30	2.55%	10		300,000	-	-	-	-	-	-	-	17,089	34,178	34,177	34,177	34,177	34,177	34,177	
Self-Supporting Loans 2030-31	2.55%	10		300,000	-	-	-	-	-	-	-	-	17,089	34,178	34,177	34,177	34,177	34,177	
Self-Supporting Loans 2031-32	2.55%	10		300,000	-	-	-	-	-	-	-	-	-	17,089	34,178	34,177	34,177	34,177	
Total New Self Supporting Loan Repayments				-	13,543	40,973	68,925	97,054	128,207	162,385	196,562	230,739	264,915	299,092	302,637	275,207	247,254	219,126	
Total Self Supporting Loan Repayments (New & Existing)					238,659	266,089	294,036	318,763	341,691	339,950	367,659	401,832	431,186	416,011	302,637	275,207	247,254	219,126	
Total Council & Self Supporting Loan Repayments				-	-	5,974,405	6,214,327	6,185,730	7,241,922	6,745,311	6,232,308	5,736,836	5,820,024	6,305,076	6,240,090	5,849,067	5,821,636	4,428,823	
																4,400,691	4,170,704		

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Forecast Statement of Loan Balances and Repayments  
For the period 2022 - 2032  
Live Model - Version 69





11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Forecast Statement of Capital Funding (New Loan Borrowings)  
For the period 2022 - 2032  
*Live Model - Version 69*

					Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10		
Strategy	Category	Project	Sub-Project	Loan Interest Rate	Term	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	Grand Total
3	New & Continuing Projects - Organisational															
		3.4 Dunsborough Library - New	Construction - New Library to enable space at NCC to be repurposed for Multi-Use/Gym	0.0285	15					2,500,000						2,500,000
		3.8 Main City Works Depot - Upgrade/Improvements	New Administration/Workshop Facility	0.0255	10						2,500,000					2,500,000
		3.17 Strategic Land Purchase / Sues Road	Final Settlement	0.0375	20			2,500,000								2,500,000
		New & Continuing Projects - Organisational Total						2,500,000		2,500,000		2,500,000				7,500,000
4	New Projects - Recreational Strategy															
		4.3 Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	Vasse - Pavilion/Changeroom Facilities	0.0255	10						1,000,000					1,000,000
		4.4 Geopraphe Leisure Centre - Wet Area Expansion - Capital Works	Indoor Pool - Reconfiguration	0.026	15			4,000,000								4,000,000
		4.5 Geopraphe Leisure Centre Stadium/Dunsborough Lakes Sporting Precinct (DLSP) - 2 or 3 Courts	Stadium expansion - GLC 2/3 indoor courts, seating & storage OR DLSP 2/3 indoor courts	0.026	15				6,000,000							6,000,000
		4.11 Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works	Upgrade of main facilities / regional stadium / playing fields	0.0255	10						1,500,000	4,000,000	4,000,000	4,000,000		9,500,000
		New Projects - Recreational Strategy Total						4,000,000	6,000,000		1,000,000	1,500,000	4,000,000	4,000,000		20,500,000
		Major Projects - Cultural														
	5.1 Performing Arts/Convention Centre (BPACC)	Performing Arts/Convention Centre - Construction	3.00%	20	16,500,000										16,500,000	
	Major Projects - Cultural Total				16,500,000										16,500,000	
Grand Total						16,500,000		6,500,000	6,000,000	2,500,000	1,000,000	4,000,000	4,000,000	4,000,000		44,500,000

**City of Busselton**  
Forecast Statement of Capital Funding (Existing Loan Borrowings Completed)  
Gross Funding from Operational Activities  
*Live Model - Version 69*

	Loan Interest Rate	Term	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
<b>Existing Council Loans</b>													
209 Bsn Foreshore	3.56%	12					6,500,000						6,500,000
206 Airport Jet Refuelling	3.92%	10		350,000									350,000
210 Lot 40 Vasse Highway	3.61%	10				850,000							850,000
202 GLC Geothermal Heating	3.98%	10	533,206										533,206
215 Bsn Foreshore	3.25%	10						2,500,000					2,500,000
216 Tennis Club	3.25%	10						2,750,000					2,750,000
217 Lot 10 Commonage	3.25%	10						1,600,000					1,600,000
205 GLC Extensions	3.92%	10		1,200,000									1,200,000
211 Bsn Foreshore	2.55%	8			3,000,000								3,000,000
204 Bsn Foreshore Barnard Pk	4.36%	15							1,100,000				1,100,000
218 Bsn Tennis Club	2.21%	10							1,250,000				1,250,000
219 Airport Freight Hub	2.21%	10							1,480,000				1,480,000
TBC Performing Arts/ Convention	2.10%	10										5,000,000	5,000,000
<b>Grand Total</b>			533,206	1,550,000	3,000,000	850,000	6,500,000	6,850,000	3,830,000	-	-	5,000,000	28,113,206



11/03/2022

2022 - 2032 Long Term Financial Plan

City of Busseton												
Forecast Statement of Capital Funding (Third Party Contributions)												
For the period 2022 - 2032												
Live Model - Version 69												
Funding Source	Strategy Project	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32	Grand Total
Grants Contribution \$	(Multiple Items)											
Sum of Grants Contribution \$		Year										Grand Total
Funding Source	Sub-Strat Project	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	Grand Total
CSRFF Funding/Other Funding	4.3 Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking			105,063		109,844	400,000	114,842	120,068			400,000
CSRFF Funding/Other Funding	4.9 Increasing Sports Spaces Carrying Capacity - Outdoor Spaces			105,063		109,844	400,000	114,842	120,068			449,816
CSRFF Funding/Other Funding Total				105,063		109,844	400,000	114,842	120,068			849,816
Department of Education - Contribution	4.12 Dunsborough Lakes Sporting Precinct (Stage 2)								600,000			600,000
Department of Education - Contribution Total									600,000			600,000
Federal Government Grant	5.1 Performing Arts/Convention Centre (BPACC)	4,722,000										4,722,000
Federal Government Grant Total	7.18 City/Regional Deals	4,722,000									1	1
											1	4,722,001
Federal/State Government Grant	6.1 BMRA Terminal - New		26,000,000									26,000,000
Federal/State Government Grant	1.11 Coastal Protection Capital Works - Asset Management Plan	181,048	185,031	189,657	194,398	199,258	204,240	209,346	214,579	219,944	225,442	2,022,943
Federal/State Government Grant Total		181,048	26,185,031	189,657	194,398	199,258	204,240	209,346	214,579	219,944	225,442	28,022,943
Government Grant	7.33 Dunsborough Non-Potable Water Network - Stage 2										1	1
Government Grant Total											1	1
Lotterywest Grant	3.5 Dunsborough New Nature Based Playground - Capital Works		300,000									300,000
Lotterywest Grant	5.3 Upgrade Art Geo Complex - Capital Works						300,000					300,000
Lotterywest Grant Total			300,000				300,000					600,000
Main Roads WA - Commodity Route Grant Funding	1.23 Roads & Streets Renewal District-Wide - Asset Management Plan	275,000										275,000
Main Roads WA - Commodity Route Grant Funding Total		275,000										275,000
Main Roads WA - Special Grant Funding (Sugar Loaf Road)	1.23 Roads & Streets Renewal District-Wide - Asset Management Plan	804,000										804,000
Main Roads WA - Special Grant Funding (Sugar Loaf Road) Total		804,000										804,000
Main Roads WA Direct Grant - Average Yearly District Allocation	1.23 Roads & Streets Renewal District-Wide - Asset Management Plan	365,235	373,271	382,602	392,167	401,972	412,021	422,321	432,880	443,702	454,794	4,080,965
Main Roads WA Direct Grant - Average Yearly District Allocation Total		365,235	373,271	382,602	392,167	401,972	412,021	422,321	432,880	443,702	454,794	4,080,965
Main Roads WA Grant	1.2 Bridges Construction (As per MRWA)	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
Main Roads WA Grant Total		250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,500,000
Main Roads WA Grant - Black Spot Funding	1.23 Roads & Streets Renewal District-Wide - Asset Management Plan	120,000										120,000
Main Roads WA Grant - Black Spot Funding Total		120,000										120,000
Main Roads WA Grant - RRG Annual Allocation	1.23 Roads & Streets Renewal District-Wide - Asset Management Plan	1,560,000	534,772	548,141	561,845	575,891	590,288	605,045	620,171	635,676	651,567	6,883,396
Main Roads WA Grant - RRG Annual Allocation Total		1,560,000	534,772	548,141	561,845	575,891	590,288	605,045	620,171	635,676	651,567	6,883,396
RIO Sponsorship	5.1 Performing Arts/Convention Centre (BPACC)	250,000										250,000
RIO Sponsorship Total		250,000										250,000
State Government Grant	4.3 Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	150,000										150,000
State Government Grant Total		150,000										150,000
Waste Grant Funding	2.1 Waste Management - Capital Works	150,000										150,000
Waste Grant Funding Total		150,000										150,000
Grand Total		8,827,283	27,643,074	1,475,463	1,398,410	1,536,965	2,156,549	1,601,554	2,117,630	1,669,390	1,581,805	50,008,122

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
 Projected Reserves Schedule (Alphabetical Listing)  
 For the period 2022 - 2032  
 Live Model - Version 69

ID	Reserve Name	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
3	Airport Existing Terminal Building Reserve	442,708	575,541	725,975	859,853	1,049,041	1,246,374	1,451,004	1,638,396	1,855,899	2,057,765
5	Airport Infrastructure Renewal Reserve	1,672,254	2,649,521	3,517,281	4,306,767	5,153,886	5,399,119	6,714,273	8,192,179	10,384,730	12,649,414
6	Airport Marketing & Incentive Reserve	2,305,433	671,430	-	-	-	-	-	-	-	-
7	Airport New Terminal Building Reserve	-	-	-	445,000	967,223	1,496,532	2,129,041	2,736,090	3,141,841	3,555,474
8	Airport Noise Mitigation Reserve	439,074	444,562	454,565	464,793	475,251	485,944	496,878	508,058	519,489	531,178
9	Barnard Park Sports Pavilion Building Reserve	124,811	154,064	190,696	216,821	266,141	316,728	369,294	404,576	457,531	495,252
10	Building Asset Renewal Reserve Fund - General Buildings	2,170,127	2,247,201	2,861,328	3,455,507	3,646,106	2,908,869	2,534,682	1,909,334	1,597,647	2,436,406
11	Busselton Area Drainage and Waterways Improvement Reserve	58,676	59,409	60,746	62,113	63,511	64,940	66,401	67,895	69,423	70,985
12	Busselton Community Resource Centre Reserve	484,972	569,466	686,443	801,384	941,423	1,021,927	1,177,059	1,338,991	1,480,525	1,618,806
13	Busselton Foreshore Maintenance Reserve	12,756	12,915	13,206	13,503	13,807	14,118	14,436	14,761	15,093	15,433
15	Busselton Jetty Tourist Park Reserve	764,181	719,753	723,930	703,294	676,645	700,018	855,805	867,151	1,009,695	1,143,983
14	Busselton Library Building Reserve	133,835	183,879	245,491	291,036	373,748	459,273	548,673	611,678	702,217	796,626
15	CBD Enhancement Reserve	376,404	438,998	508,067	580,022	654,958	732,972	814,165	898,641	986,507	1,077,871
16	Cemetery Reserve	113,692	151,314	192,037	234,827	279,765	326,933	376,418	428,308	482,695	538,674
17	City Car Parking and Access Reserve	716,852	725,813	742,144	758,842	775,916	593,374	606,725	620,376	634,334	648,607
18	City Works Depot Reserve	-	-	-	-	-	-	-	-	47,500	100,944
19	Civic and Administration Building Reserve	733,899	1,116,601	1,577,170	1,985,332	2,536,781	2,980,040	3,557,575	4,151,331	4,742,141	5,368,590
20	Coastal and Climate Adaptation Reserve	5,788	11,839	18,655	50,736	42,204	59,325	79,936	101,461	128,353	159,256
21	Commonage Community Facilities Dunsborough Lakes South Reserve	74,937	75,874	77,581	79,327	81,112	82,937	84,803	86,711	88,662	90,657
22	Commonage Community Facilities South Biddle Precinct Reserve	913,819	925,242	96,060	98,221	100,431	102,691	105,002	107,365	109,781	112,251
23	Commonage Precinct Bushfire Facilities Reserve	59,086	59,825	61,171	62,547	63,954	65,393	66,864	68,368	69,906	71,479
24	Commonage Precinct Infrastructure Road Reserve	826	836	855	874	894	914	935	956	978	1,000
25	Community Facilities - Airport North	3,425,231	3,586,750	3,788,827	3,048,181	2,243,663	423,899	566,110	714,505	869,292	1,030,682
26	Community Facilities - Broadwater	218,345	237,337	259,306	282,143	305,877	330,536	356,150	382,749	410,365	439,029
27	Community Facilities - Busselton	83,016	106,150	131,132	157,185	184,344	212,645	242,126	272,826	304,785	338,044
28	Community Facilities - City District	478,713	434,566	594,504	18,570	175,417	451,339	424,450	392,744	571,329	880,202
29	Community Facilities - Dunsborough	294,525	83,215	120,884	160,206	201,236	244,031	288,650	60,153	102,415	146,549
30	Community Facilities - Dunsborough Lakes	7,153	7,242	7,405	157,572	314,492	478,394	649,512	828,089	1,014,373	1,208,620
31	Community Facilities - Geographe	136,234	148,839	163,336	178,410	194,079	210,363	227,282	244,855	263,104	282,050
32	Community Facilities - Port Geographe	354,459	358,890	366,965	375,222	383,664	392,296	401,123	410,148	419,376	428,812
33	Community Facilities - Vasse	44,649	45,207	46,224	256,909	477,052	306,971	537,995	779,260	1,031,109	1,293,897
34	Corporate IT Systems Reserve	32,508	11,899	8,269	21,534	46,564	61,832	87,952	125,766	166,160	219,593
77	Debt Default Reserve	103,609	104,904	107,264	109,677	112,145	114,668	117,248	119,886	122,583	125,341
35	Dunsborough Lakes Community Pavilion Reserve	-	-	17,750	38,012	59,389	85,036	108,127	136,052	153,772	192,723
36	Dunsborough Library Building Reserve	-	-	-	-	-	-	38,750	82,434	123,754	173,290
37	Election, Value and Corporate Expense Reserve	283,727	299,857	172,074	189,165	296,509	27,069	193,769	212,721	97,006	59,519
38	Emergency Disaster Recovery Reserve	156,385	178,340	202,353	226,906	252,011	277,681	303,929	330,767	358,209	386,269
39	Energy Sustainability Reserve	143,592	144,901	147,663	150,475	153,337	156,252	159,218	162,237	165,310	171,726
40	Footpath and Cycleways Reserve	233,753	236,675	242,000	247,445	253,013	258,706	264,527	270,479	276,565	282,787
41	Furniture and Equipment Reserve	41,108	41,622	42,558	43,516	44,495	45,496	46,520	47,567	48,637	49,731
42	Geographe Leisure Centre Building (GLC) Reserve	56,921	132,127	108,541	155,652	256,392	471,916	658,981	1,302,360	1,858,247	2,467,720
44	Jetty Maintenance Reserve	6,536,652	6,827,656	7,577,103	8,486,854	9,232,453	10,345,172	11,373,770	12,093,880	13,418,118	14,665,429
45	Jetty Self Insurance Reserve	654,971	743,177	841,918	944,931	1,052,364	1,164,368	1,281,101	1,402,723	1,529,402	1,661,309
46	Joint Venture Aged Housing Reserve (Harris/Winderlup)	1,476,063	1,645,903	1,837,899	2,038,041	2,246,526	2,463,633	2,689,645	2,924,854	3,169,569	3,424,487
76	LED Streetlight Replacement Program Reserve	122	124	127	130	133	136	139	142	145	148
47	Legal Expenses Reserve	543,344	550,136	562,514	575,171	588,112	601,345	614,875	628,710	642,856	657,320
48	Locke Estate Reserve	6,520	6,602	6,751	6,903	7,058	7,217	7,379	7,545	7,715	7,889
2	Long Service Leave Reserve	3,442,698	3,335,732	3,260,786	3,184,154	3,105,797	3,025,677	2,943,755	2,859,989	2,774,339	2,686,762
9	Low Weston Oval Pavilion Reserve	7,431	16,049	26,068	37,485	50,373	65,452	82,021	93,792	110,323	124,320
50	Major Traffic Improvements Reserve	1,148,986	1,225,002	1,132,650	56,533	740,155	648,446	116,540	436,971	31,447	86,256
51	Marketing & Area Promotion Reserve	221,501	224,270	229,316	234,476	239,752	245,146	250,662	256,302	262,069	267,966
52	Naturaliste Community Centre Building (NCC) Reserve	60,956	88,197	134,939	219,231	312,144	373,248	478,584	584,454	678,005	752,451
53	New Infrastructure Development Reserve	209,841	67,464	18,982	19,409	19,846	20,293	20,750	21,217	21,694	22,182
54	Other Infrastructure (Drainage, Signage Etc) Reserve	403,573	408,618	417,812	427,213	436,825	446,054	456,704	466,980	477,487	488,230
55	Parks, Gardens and Reserves Reserve	6,111	6,187	6,326	6,468	6,614	6,763	6,915	7,070	7,229	7,391
56	Performing Arts and Convention Centre Reserve	105,081	18,395	416,309	1,055,640	1,580,422	2,225,792	2,792,089	3,495,200	3,895,347	4,965,873

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Alphabetical Listing)  
For the period 2022 - 2032  
Live Model - Version 69

ID	Reserve Name	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
57	Performing Arts/Convention Centre Building Reserve	-	-	-	-	-	-	-	-	-	-
58	Plant Replacement Reserve	1,556,156	1,223,662	922,481	729,492	905,806	1,263,904	2,225,254	3,074,987	3,800,751	4,458,044
59	Port Geographie Development Reserve (Council)	33,358	42,024	53,126	66,155	81,257	98,587	118,308	140,594	165,627	105,800
60	Port Geographie Waterways Management Reserve (SAR) (DoT Requirements)	2,889,839	2,767,436	2,667,214	2,560,675	2,447,575	2,327,662	2,200,677	2,066,351	1,924,407	1,774,558
43	Prepaid Grants and Deferred Works & Services Reserves	-	-	-	-	-	-	-	-	-	-
61	Professional Development Reserve	137,323	139,040	142,168	145,367	148,638	151,982	155,402	158,899	162,474	166,130
62	Provence Landscape Maintenance Reserve (SAR)	1,263,220	1,202,682	1,173,006	971,294	911,716	947,511	985,869	616,891	651,457	688,693
63	Public Art Reserve	46,965	47,552	48,622	49,716	50,835	51,979	53,149	54,345	55,568	56,818
64	Railway House Building Reserve (50%)	73,679	91,608	92,062	99,393	128,850	153,834	182,818	199,784	209,676	239,087
65	Road Asset Renewal Reserve	422,298	427,577	437,197	447,034	457,092	467,377	477,893	488,646	499,641	510,883
66	Sick Pay Incentive Reserve	16,838	2,048	128	131	134	137	140	143	146	149
67	Strategic Projects Reserve	2,433,396	2,488,813	569,811	607,632	646,304	685,846	726,278	767,619	809,890	853,113
68	Vasse Newtown Landscape Maintenance Reserve (SAR)	236,945	241,823	216,478	225,893	236,884	278,810	293,822	310,640	329,342	350,007
69	Vasse Sports Pavilion Building Reserve	2,341	3,033	3,777	4,551	5,356	6,194	27,440	51,535	76,345	105,954
70	Waste Facilities and Plant Reserve	3,796,897	3,287,362	3,144,011	4,086,789	5,572,682	7,272,960	8,694,762	10,152,457	7,906,108	9,429,057
78	Waterways Restoration Reserve	22	22	22	22	22	22	22	22	22	22
71	Winderlup Aged Housing Reserve (City Controlled)	328,212	396,462	470,812	548,144	628,551	712,128	798,974	889,191	982,883	1,080,156
72	Workers Compensation and Extended Sick Leave Contingency Reserve	195,372	197,814	202,265	206,816	211,469	216,227	221,092	226,067	231,154	236,355
73	Yalyalup Sports Pavilion Building Reserve	-	-	-	-	-	2,625	5,553	30,049	60,696	88,641
74	Youth and Community Activities Building Reserve	186,260	227,616	279,630	316,477	388,897	460,953	536,464	586,417	661,786	715,173
<b>Grand Total</b>		<b>46,141,029</b>	<b>45,902,690</b>	<b>46,172,766</b>	<b>49,645,799</b>	<b>56,557,118</b>	<b>60,345,631</b>	<b>68,541,234</b>	<b>76,722,690</b>	<b>82,435,056</b>	<b>94,394,888</b>

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busseton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
<b>Busseton-Margaret River Airport Reserves</b>														
5	Airport Infrastructure Renewal Reserve	Opening Balance			1,039,544	1,672,254	2,649,521	3,517,281	4,306,767	5,153,886	5,399,119	6,714,273	8,192,179	10,384,730
		Interest Earned			7,797	20,903	59,614	79,139	96,902	115,962	121,480	151,071	184,324	233,656
		Operating Transfers To (From) Reserves [Not Capital]												
				Partial Net profit/(loss) position of airport operations 2022/23. Total Net profit/(loss) from 2023/24 (net of loan repayments, asset management and excludes incentive)	822,013	971,364	1,064,745	859,347	751,717	992,871	1,283,674	1,682,835	2,048,827	2,071,628
		Capital Works Program												
		6.3	Fleet Replacement Program		(197,100)	(15,000)	(256,600)	(149,000)	(1,500)	(863,600)	(90,000)	(356,000)	(40,600)	(40,600)
		Closing Balance			1,672,254	2,649,521	3,517,281	4,306,767	5,153,886	5,399,119	6,714,273	8,192,179	10,384,730	12,649,414
6	Airport Marketing & Incentive Reserve	Opening Balance			5,307,293	2,305,433	671,430	-	-	-	-	-	-	-
		Interest Earned			39,805	28,818	15,107	-	-	-	-	-	-	-
		Operating Transfers To (From) Reserves [Not Capital]												
				Airline Attraction Program Subsidy	(1,310,256)	(628,846)	(305,127)	-	-	-	-	-	-	-
				Airline Attraction Program Incentive	(2,039,102)	(1,033,975)	(381,410)	-	-	-	-	-	-	-
				Partial Net profit/(loss) position of airport operations 2022/23. Paid into Airport Infrastructure Renewal Reserve from 2023/24 (net of loan repayments, asset management and excludes incentive)	307,694	-	-	-	-	-	-	-	-	-
		Closing Balance			2,305,433	671,430	-	-	-	-	-	-	-	-
8	Airport Noise Mitigation Reserve	Opening Balance			435,805	439,074	444,562	454,565	464,793	475,251	485,944	496,878	508,058	519,489
		Interest Earned			3,269	5,488	10,003	10,228	10,458	10,693	10,934	11,180	11,431	11,689
		Closing Balance			439,074	444,562	454,565	464,793	475,251	485,944	496,878	508,058	519,489	531,178
3	Airport Existing Terminal Building Reserve	Opening Balance			315,917	442,708	575,541	725,975	859,853	1,049,041	1,246,374	1,451,004	1,638,396	1,855,899
		Interest Earned			2,369	5,534	12,950	16,334	19,347	23,603	28,043	32,648	36,864	41,758
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management Plan	133,619	146,221	152,727	155,782	179,341	182,928	186,587	190,318	194,125	198,007
		Capital Works Program												
		1.3	Buildings Capital Works - Asset Management Plan		(9,198)	(18,922)	(15,242)	(38,238)	(9,500)	(9,198)	(10,000)	(35,574)	(13,486)	(37,899)
		Closing Balance			442,708	575,541	725,975	859,853	1,049,041	1,246,374	1,451,004	1,638,396	1,855,899	2,057,765
7	Airport New Terminal Building Reserve	Opening Balance			-	-	-	-	445,000	967,223	1,496,532	2,129,041	2,736,090	3,141,841
		Interest Earned			-	-	-	-	10,013	21,763	33,672	47,903	61,562	70,691
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management Plan	-	-	-	455,000	530,400	608,634	689,785	703,581	717,653	732,006
		Capital Works Program												
		1.3	Buildings Capital Works - Asset Management Plan		-	-	-	(10,000)	(18,190)	(101,088)	(90,948)	(144,435)	(373,464)	(389,064)
		Closing Balance			-	-	-	445,000	967,223	1,496,532	2,129,041	2,736,090	3,141,841	3,555,474

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busseton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
<b>City Building Reserves</b>														
10	Building Asset Renewal Reserve Fund - General Buildings	Opening Balance			2,029,478	2,170,127	2,247,201	2,861,328	3,455,507	3,646,106	2,908,869	2,534,682	1,909,334	1,597,647
		Interest Earned			15,221	27,127	50,562	64,380	77,749	82,037	65,450	57,030	42,960	35,947
		Operating Transfers To (From) Reserves [Not Capital]												
		Asset Management Plan			866,428	883,757	901,432	919,460	937,850	956,607	985,364	1,005,772	1,070,353	1,182,448
		Capital Works Program												
		1.3	Buildings Capital Works - Asset Management Plan		(611,000)	(583,809)	(337,867)	(389,661)	(275,000)	(325,881)	(425,000)	(688,151)	(425,000)	(379,636)
		3.18	Old Dunsborough Boat Ramp Precinct - Café/Kiosk		-	(250,000)	-	-	-	-	-	-	-	-
		4.11	Bovell Park - Major Upgrades / Expansion - Regional Facilities - Capital Works		-	-	-	-	-	-	(1,000,000)	(1,000,000)	(1,000,000)	-
		4.6	Dunsborough Playing Fields		-	-	-	-	-	-	-	-	-	-
		4.8	Naturaliste Community Centre (Multi Purpose Space/Upgrade) - Capital Works		-	-	-	-	(550,000)	(750,000)	-	-	-	-
9	Barnard Park Sports Pavilion Building Reserve	5.1	Performing Arts/Convention Centre (BPACC)		(130,000)	-	-	-	-	-	-	-	-	-
		5.3	Upgrade Art Geo Complex - Capital Works		-	-	-	-	-	(700,000)	-	-	-	-
		Closing Balance			2,170,127	2,247,201	2,861,328	3,455,507	3,646,106	2,908,869	2,534,682	1,909,334	1,597,647	2,436,406
		Opening Balance			93,285	124,811	154,064	190,696	216,821	266,141	316,728	369,294	404,576	457,531
		Interest Earned			700	1,560	3,466	4,291	4,878	5,988	7,126	8,309	9,103	10,294
		Operating Transfers To (From) Reserves [Not Capital]												
		Asset Management Plan			36,658	39,691	42,831	46,080	49,442	50,431	51,439	52,468	53,517	54,588
		Capital Works Program												
		1.3	Buildings Capital Works - Asset Management Plan		(5,832)	(11,998)	(9,665)	(24,245)	(5,000)	(5,832)	(6,000)	(25,495)	(9,665)	(27,161)
		Closing Balance			124,811	154,064	190,696	216,821	266,141	316,728	369,294	404,576	457,531	495,252
64	Railway House Building Reserve (50%)	Opening Balance			60,194	73,679	91,608	92,062	99,393	128,850	153,834	182,818	199,784	209,676
		Interest Earned			451	921	2,061	2,071	2,236	2,899	3,461	4,113	4,495	4,718
		Operating Transfers To (From) Reserves [Not Capital]												
		Asset Management Plan			23,814	25,808	27,873	30,009	32,221	32,865	33,522	34,193	34,877	35,574
		Capital Works Program												
		1.3	Buildings Capital Works - Asset Management Plan		(10,780)	(8,800)	(29,480)	(24,750)	(5,000)	(10,780)	(8,000)	(21,340)	(29,480)	(10,881)
		Closing Balance			73,679	91,608	92,062	99,393	128,850	153,834	182,818	199,784	209,676	239,087
74	Youth and Community Activities Building Reserve	Opening Balance			141,845	186,260	227,616	279,630	316,477	388,897	460,953	536,464	586,417	661,786
		Interest Earned			1,064	2,328	5,121	6,292	7,121	8,790	10,371	12,070	13,194	14,890
		Operating Transfers To (From) Reserves [Not Capital]												
		Asset Management Plan			51,957	56,308	60,813	65,475	70,300	71,706	73,140	74,602	76,095	77,616
		Capital Works Program												
		1.3	Buildings Capital Works - Asset Management Plan		(8,606)	(17,280)	(13,920)	(34,920)	(5,000)	(8,400)	(8,000)	(36,720)	(13,920)	(39,120)
		Closing Balance			186,260	227,616	279,630	316,477	388,897	460,953	536,464	586,417	661,786	715,173

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busseton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
14	Busseton Library Building Reserve	Opening Balance			80,342	133,835	183,879	245,491	291,036	373,748	459,273	548,673	611,678	702,217
		Interest Earned			603	1,673	4,137	5,524	6,548	8,409	10,334	12,345	13,763	15,800
		Operating Transfers To (From) Reserves [Not Capital]		Asset Management Plan	62,114	67,345	72,760	78,364	84,164	86,340	88,067	89,828	91,625	93,457
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	(9,224)	(18,974)	(15,285)	(38,343)	(8,000)	(9,224)	(9,000)	(39,168)	(14,848)	(14,848)
		Closing Balance			133,835	183,879	245,491	291,036	373,748	459,273	548,673	611,678	702,217	796,626
36	Dunsborough Library Building Reserve	Opening Balance			-	-	-	-	-	-	-	38,750	82,434	123,754
		Interest Earned			-	-	-	-	-	-	-	872	1,855	2,784
		Operating Transfers To (From) Reserves [Not Capital]		Asset Management Plan - Building Capital Works (Provisional)	-	-	-	-	-	-	43,750	47,813	52,020	56,377
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	-	-	-	-	-	-	(5,000)	(5,000)	(12,555)	(9,625)
		Closing Balance			-	-	-	-	-	-	38,750	82,434	123,754	173,290
12	Busseton Community Resource Centre Reserve	Opening Balance			384,399	484,972	569,466	686,443	801,384	941,423	1,021,927	1,177,059	1,338,991	1,480,525
		Interest Earned			2,883	6,062	12,813	15,445	18,031	21,182	22,993	26,484	30,127	33,312
		Operating Transfers To (From) Reserves [Not Capital]		Asset Management Plan	104,779	113,555	122,639	132,041	141,771	144,606	147,498	150,448	153,457	156,526
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	(7,089)	(35,123)	(18,475)	(32,545)	(19,763)	(85,284)	(15,360)	(15,000)	(42,051)	(51,557)
		Closing Balance			484,972	569,466	686,443	801,384	941,423	1,021,927	1,177,059	1,338,991	1,480,525	1,618,806
13	Busseton Jetty Tourist Park Reserve	Opening Balance			780,337	764,181	719,753	723,930	703,294	676,645	700,018	855,805	867,151	1,009,695
		Interest Earned			5,853	9,552	16,194	16,288	15,824	15,225	15,750	19,256	19,511	22,718
		Operating Transfers To (From) Reserves [Not Capital]												
				Transfer from Reserve - Funding for MRBTA	(170,367)	(174,115)	(178,468)	(182,930)	(187,503)	(192,191)	(196,996)	(201,921)	(206,969)	(212,143)
				Transfer of Profit from Busseton Jetty Tourist Park	404,788	413,085	422,911	432,506	441,830	451,339	461,033	470,919	481,002	490,713
		Capital Works Program												
		1.5		Busseton Jetty Tourist Park - Capital Works	(256,430)	(292,950)	(256,460)	(286,500)	(296,800)	(251,000)	(124,000)	(276,908)	(151,000)	(167,000)
		Closing Balance			764,181	719,753	723,930	703,294	676,645	700,018	855,805	867,151	1,009,695	1,143,983
42	Geographic Leisure Centre Building (GLC) Reserve	Opening Balance			124,525	56,921	132,127	108,541	155,652	256,392	471,916	658,981	1,302,360	1,858,247
		Interest Earned			934	712	2,973	2,442	3,502	5,769	10,618	14,827	29,303	41,811
		Operating Transfers To (From) Reserves [Not Capital]		Asset Management Plan	315,962	342,362	369,691	397,977	497,246	617,291	642,488	668,447	695,187	722,730
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	(384,500)	(267,867)	(396,250)	(353,308)	(400,008)	(407,535)	(466,041)	(39,895)	(168,603)	(155,067)
		Closing Balance			56,921	132,127	108,541	155,652	256,392	471,916	658,981	1,302,360	1,858,247	2,467,720

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
46	Joint Venture Aged Housing Reserve (Harris/Winderlup)	Opening Balance			1,317,379	1,476,063	1,645,903	1,837,899	2,038,041	2,246,526	2,463,633	2,689,645	2,924,854	3,169,569
		Interest Earned			9,880	18,451	37,033	41,353	45,856	50,547	55,432	60,517	65,809	71,315
		Operating Transfers To (From) Reserves [Not Capital]												
				Net Profit on Community Housing (Aged) rental operation transferred to Reserve.	186,626	190,157	194,701	199,521	204,378	209,353	214,444	219,651	224,989	230,361
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	(37,823)	(38,768)	(39,738)	(40,731)	(41,749)	(42,792)	(43,863)	(44,959)	(46,083)	(46,759)
		Closing Balance			1,476,063	1,645,903	1,837,899	2,038,041	2,246,526	2,463,633	2,689,645	2,924,854	3,169,569	3,424,487
71	Winderlup Aged Housing Reserve (City Controlled)	Opening Balance			263,348	328,212	396,462	470,812	548,144	628,551	712,128	798,974	889,191	982,883
		Interest Earned			1,975	4,103	8,920	10,593	12,333	14,142	16,023	17,977	20,007	22,115
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management Plan	62,889	64,147	65,430	66,739	68,073	69,435	70,824	72,240	73,685	75,159
		Closing Balance			328,212	396,462	470,812	548,144	628,551	712,128	798,974	889,191	982,883	1,080,156
52	Naturaliste Community Centre Building (NCC) Reserve	Opening Balance			97,808	60,956	88,197	134,939	219,231	312,144	373,248	478,584	584,454	678,005
		Interest Earned			734	762	1,984	3,036	4,933	7,023	8,398	10,768	13,150	15,255
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management Plan	72,415	78,479	84,758	91,256	97,980	99,940	101,938	117,102	120,400	123,784
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	(110,000)	(52,000)	(40,000)	(10,000)	(10,000)	(45,859)	(5,000)	(22,000)	(40,000)	(64,593)
		Closing Balance			60,956	88,197	134,939	219,231	312,144	373,248	478,584	584,454	678,005	752,451
19	Civic and Administration Building Reserve	Opening Balance			397,071	733,899	1,116,601	1,577,170	1,985,332	2,536,781	2,980,040	3,557,575	4,151,331	4,742,141
		Interest Earned			2,978	9,174	25,124	35,486	44,670	57,078	67,051	80,045	93,405	106,698
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management Plan	433,850	470,129	507,685	546,556	586,779	598,514	610,485	622,694	635,148	647,851
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	(100,000)	(96,600)	(72,240)	(173,880)	(80,000)	(212,333)	(100,000)	(108,984)	(137,743)	(128,100)
		Closing Balance			733,899	1,116,601	1,577,170	1,985,332	2,536,781	2,980,040	3,557,575	4,151,331	4,742,141	5,368,590
69	Vasse Sports Pavilion Building Reserve	Opening Balance			1,679	2,341	3,033	3,777	4,551	5,356	6,194	27,440	51,535	76,345
		Interest Earned			13	29	68	85	102	121	139	617	1,160	1,718
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management Plan - Building Capital Works (Provisional)	649	662	676	689	703	717	26,106	28,477	30,933	33,475
		Capital Works Program												
		1.3		Buildings Capital Works - Asset Management Plan	-	-	-	-	-	-	(5,000)	(5,000)	(7,282)	(5,583)
		Closing Balance			2,341	3,033	3,777	4,551	5,356	6,194	27,440	51,535	76,345	105,954



11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busseton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
73	Yahyalup Sports Pavilion Building Reserve	Opening Balance			-	-	-	-	-	-	2,625	5,553	30,049	60,696
		Interest Earned			-	-	-	-	-	-	59	125	676	1,366
		Operating Transfers To (From) Reserves [Not Capital]			-	-	-	-	-	2,625	2,869	29,371	32,070	34,865
				Asset Management Plan - Building Capital Works (Provisional)										
		Capital Works Program			-	-	-	-	-	-	-	(5,000)	(2,099)	(8,286)
				1.3 Buildings Capital Works - Asset Management Plan										
		Closing Balance			-	-	-	-	-	2,625	5,553	30,049	60,696	88,641
35	Dunsborough Lakes Community Pavilion Reserve	Opening Balance			-	-	-	17,750	38,012	59,389	85,036	108,127	136,052	153,772
		Interest Earned			-	-	-	399	855	1,336	1,913	2,433	3,061	3,460
		Operating Transfers To (From) Reserves [Not Capital]			-	-	22,750	24,863	27,050	29,316	31,661	34,088	36,600	37,332
				Asset Management Plan - Building Capital Works (Provisional)										
		Capital Works Program			-	-	(5,000)	(5,000)	(6,529)	(5,005)	(10,483)	(8,596)	(21,941)	(1,841)
				1.3 Buildings Capital Works - Asset Management Plan										
		Closing Balance			-	-	17,750	38,012	59,389	85,036	108,127	136,052	153,772	192,723
49	Lou Weston Oval Pavilion Reserve	Opening Balance			-	7,431	16,049	26,068	37,485	50,373	65,452	82,021	93,792	110,323
		Interest Earned			-	93	361	587	843	1,133	1,473	1,845	2,110	2,482
		Operating Transfers To (From) Reserves [Not Capital]			12,431	13,525	14,658	15,831	17,044	18,300	18,666	19,039	19,420	19,809
				Asset Management Plan - Building Capital Works (Provisional)										
		Capital Works Program			(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(4,355)	(3,570)	(9,114)	(5,000)	(8,294)
				1.3 Buildings Capital Works - Asset Management Plan										
		Closing Balance			7,431	16,049	26,068	37,485	50,373	65,452	82,021	93,792	110,323	124,320
18	City Works Depot Reserve	Opening Balance			-	-	-	-	-	-	-	-	-	47,500
		Interest Earned			-	-	-	-	-	-	-	-	-	1,069
		Operating Transfers To (From) Reserves [Not Capital]			-	-	-	-	-	-	-	-	-	52,500
				Asset Management Plan - Building Capital Works (Provisional)										
		Capital Works Program			-	-	-	-	-	-	-	-	-	(5,000)
				1.3 Buildings Capital Works - Asset Management Plan										
		Closing Balance			-	-	-	-	-	-	-	-	-	100,944
<b>Busseton Jetty Reserves</b>														
44	Jetty Maintenance Reserve	Opening Balance			5,820,080	6,536,652	6,827,656	7,577,103	8,486,854	9,232,453	10,345,172	11,373,770	12,093,880	13,418,118
		Interest Earned			43,651	81,708	153,622	170,485	190,954	207,730	232,766	255,910	272,112	301,908
		Operating Transfers To (From) Reserves [Not Capital]			(78,297)	(80,019)	(82,020)	(84,070)	(86,172)	(88,326)	(90,534)	(92,798)	(95,118)	(97,496)
				Transfer to Jetty Self Insurance Reserve - Indexed as per Council Decision (Dec 2017)										
				Busseton Jetty OPEX: 522-11160-Var Bsn. Jetty Maintenance, 522-11161-Var Bsn. Jetty Interpretive Centre, 522-11162-Var Bsn. Jetty Underwater Observatory, 522-81454-Var Jetty Maintenance Compound	(431,101)	(444,035)	(457,356)	(471,076)	(485,208)	(499,765)	(514,757)	(530,200)	(546,106)	(562,488)
				B1501 - Equinox Café Lease	92,327	94,638	96,765	98,939	101,163	103,436	105,760	108,137	110,567	113,052



11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
				B1517 - Goose Café Lease	51,178	52,457	53,638	54,844	56,078	57,340	58,630	59,950	61,298	62,678
				B1521 - Micro Brewery Building Lease	93,085	95,415	97,559	99,752	101,993	104,286	106,629	109,025	111,475	113,980
				Hotel Site 1 Lease (Future)	-	-	-	-	-	-	-	-	-	-
				Hotel Site 3 Lease (Future)	-	-	-	-	-	-	-	-	-	-
				Future Commercial Development Site - Corner Jetty Way/Parade Lease (Future)	-	-	-	-	-	-	-	-	-	-
				11160 - BJL Contribution 25% of Gross Revenue Calculation	826,541	960,538	973,459	976,130	1,045,585	1,055,904	1,066,364	1,071,172	1,144,828	1,157,638
				B1524 - Hilton Hotel Lease	36,474	61,451	88,925	104,948	107,307	109,719	112,184	114,705	117,283	119,919
				B1509 - Old Busselton Tennis Club Building Lease (Future)	25,000	50,000	51,250	52,531	53,845	55,191	56,570	57,985	59,434	60,920
				Asset Management - as per Jetty Reserve Asset Management Plan (indexed to inflation set at 3% per annum) - City Contribution Shortfall	343,064	197,199	195,454	216,616	185,903	215,556	246,335	284,074	254,313	286,788
				<b>Capital Works Program</b>										
			1.25	Busselton Jetty Forecasted Capital Works Plan	(285,350)	(778,350)	(421,850)	(309,350)	(525,850)	(208,350)	(351,350)	(717,850)	(165,850)	(309,588)
				<b>Closing Balance</b>	<b>6,536,652</b>	<b>6,827,656</b>	<b>7,577,103</b>	<b>8,486,854</b>	<b>9,232,453</b>	<b>10,345,172</b>	<b>11,373,770</b>	<b>12,093,880</b>	<b>13,418,118</b>	<b>14,665,429</b>
45	Jetty Self Insurance Reserve			<b>Opening Balance</b>	<b>572,382</b>	<b>654,971</b>	<b>743,177</b>	<b>841,918</b>	<b>944,931</b>	<b>1,052,364</b>	<b>1,164,368</b>	<b>1,281,101</b>	<b>1,402,723</b>	<b>1,529,402</b>
				<b>Interest Earned</b>	4,293	8,187	16,721	18,943	21,261	23,678	26,198	28,825	31,561	34,412
				<b>Operating Transfers To (From) Reserves [Not Capital]</b>										
				\$60,000 indexed per Council decision (Dec 2017)	78,297	80,019	82,020	84,070	86,172	88,326	90,534	92,798	95,118	97,496
				<b>Closing Balance</b>	<b>654,971</b>	<b>743,177</b>	<b>841,918</b>	<b>944,931</b>	<b>1,052,364</b>	<b>1,164,368</b>	<b>1,281,101</b>	<b>1,402,723</b>	<b>1,529,402</b>	<b>1,661,309</b>
<b>City Infrastructure Asset Reserves</b>														
65	Road Asset Renewal Reserve			<b>Opening Balance</b>	<b>419,154</b>	<b>422,298</b>	<b>427,577</b>	<b>437,197</b>	<b>447,034</b>	<b>457,092</b>	<b>467,377</b>	<b>477,893</b>	<b>488,646</b>	<b>499,641</b>
				<b>Interest Earned</b>	3,144	5,279	9,620	9,837	10,058	10,285	10,516	10,753	10,995	11,242
				<b>Operating Transfers To (From) Reserves [Not Capital]</b>										
				Asset Management Plan - 6.25% Year 1, 5.75% Year 2, Year 3 Onwards back original 6.75% of rates (Includes previous muni allocation to RRG projects)	3,440,347	3,327,216	4,104,919	4,302,707	4,495,913	4,696,775	4,905,575	5,122,606	5,348,174	5,582,592
				<b>Capital Works Program</b>										
			1.23	Roads & Streets Renewal District-Wide - Asset Management Plan	(3,440,347)	(3,327,216)	(4,104,919)	(4,302,707)	(4,495,913)	(4,696,775)	(4,905,575)	(5,122,606)	(5,348,174)	(5,582,592)
				<b>Closing Balance</b>	<b>422,298</b>	<b>427,577</b>	<b>437,197</b>	<b>447,034</b>	<b>457,092</b>	<b>467,377</b>	<b>477,893</b>	<b>488,646</b>	<b>499,641</b>	<b>510,883</b>
40	Footpath and Cycleways Reserve			<b>Opening Balance</b>	<b>232,013</b>	<b>233,753</b>	<b>236,675</b>	<b>242,000</b>	<b>247,445</b>	<b>253,013</b>	<b>258,706</b>	<b>264,527</b>	<b>270,479</b>	<b>276,565</b>
				<b>Interest Earned</b>	1,740	2,922	5,325	5,445	5,568	5,693	5,821	5,952	6,086	6,223
				<b>Operating Transfers To (From) Reserves [Not Capital]</b>										
				Asset Management Plan	1,277,057	1,342,459	1,410,876	1,478,856	1,545,262	1,614,299	1,686,064	1,760,659	1,838,187	1,918,757
				Asset Management Plan - increased by 1.00% over two years starting at Year 7 (28/9).	-	-	-	-	-	-	363,376	758,905	792,322	827,051
				<b>Capital Works Program</b>										
			1.14	Footpaths & Cycleways Construction - Capital Works	(1,277,057)	(1,342,459)	(1,410,876)	(1,478,856)	(1,545,262)	(1,614,299)	(2,049,440)	(2,519,564)	(2,630,509)	(2,745,808)
				<b>Closing Balance</b>	<b>233,753</b>	<b>236,675</b>	<b>242,000</b>	<b>247,445</b>	<b>253,013</b>	<b>258,706</b>	<b>264,527</b>	<b>270,479</b>	<b>276,565</b>	<b>282,787</b>

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
54	Other Infrastructure (Drainage, Signage Etc) Reserve	Opening Balance			400,569	403,573	408,618	417,812	427,213	436,825	446,654	456,704	466,980	477,487
		Interest Earned			3,004	5,045	9,194	9,401	9,612	9,829	10,050	10,276	10,507	10,743
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management - Transfer of Annual Municipal Fund Allocation to Reserve (1.375% of rates)	756,876	795,639	836,187	876,477	915,834	956,750	999,284	1,043,494	1,089,443	1,137,195
		Capital Works Program												
			1.1	Boat Ramps Construction - Capital Works	(51,892)	(53,034)	(54,359)	(55,718)	(57,111)	(58,539)	(60,003)	(61,503)	(63,040)	(64,616)
			1.13	Drainage, Underground Power and Other Infrastructure - Capital Works	(704,984)	(742,605)	(781,828)	(820,759)	(858,723)	(898,211)	(939,281)	(981,991)	(1,026,403)	(1,072,578)
		Closing Balance			403,573	408,618	417,812	427,213	436,825	446,654	456,704	466,980	477,487	488,230
55	Parks, Gardens and Reserves Reserve	Opening Balance			267,055	6,111	6,187	6,326	6,468	6,614	6,763	6,915	7,070	7,229
		Interest Earned			2,003	76	139	142	146	149	152	156	159	163
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management - Transfer of Annual Municipal Fund Allocation to Reserve (2.375% of Rates)	1,307,332	1,374,285	1,444,323	1,513,915	1,581,895	1,652,569	1,726,036	1,802,399	1,881,765	1,964,245
				Asset Management - Increase by 1% over Year 7 (28/29) and Year 8 (29/30)	-	-	-	-	-	-	363,376	758,905	792,322	827,051
		Capital Works Program												
			3.5	Dunsborough New Nature Based Playground - Capital Works	-	(350,000)	-	-	-	-	-	-	-	-
			5.1	Performing Arts/Convention Centre (BPACC)	(500,000)	-	-	-	-	-	-	-	-	-
			1.18	Parks and Gardens / Reserves - Capital Works	(1,070,279)	(1,024,285)	(1,444,323)	(1,513,915)	(1,581,895)	(1,652,569)	(2,089,412)	(2,561,304)	(2,674,087)	(2,791,296)
		Closing Balance			6,111	6,187	6,326	6,468	6,614	6,763	6,915	7,070	7,229	7,391
41	Furniture and Equipment Reserve	Opening Balance			288,941	41,108	41,622	42,558	43,516	44,495	45,496	46,520	47,567	48,637
		Interest Earned			2,167	514	936	958	979	1,001	1,024	1,047	1,070	1,094
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management - 0.2% of Rates (Excludes IT which is now funded from the Corporate IT Reserve).	110,091	115,729	121,627	127,488	133,212	139,164	145,350	151,781	158,464	165,410
				Asset Management - Increase by 0.1% in Year 2028/29	-	-	-	-	-	-	72,675	75,890	79,232	82,705
		Capital Works Program												
			1.15	Furniture, Office Equipment & Public/Community Service Facilities - Capital Works	(110,091)	(115,729)	(121,627)	(127,488)	(133,212)	(139,164)	(218,026)	(227,671)	(237,697)	(248,115)
			5.1	Performing Arts/Convention Centre (BPACC)	(250,000)	-	-	-	-	-	-	-	-	-
		Closing Balance			41,108	41,622	42,558	43,516	44,495	45,496	46,520	47,567	48,637	49,731

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busseton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
58	Plant Replacement Reserve	Opening Balance			1,906,927	1,556,156	1,223,662	922,481	729,492	905,806	1,263,904	2,225,254	3,074,987	3,800,751
		Interest Earned			14,302	19,452	27,532	20,756	16,414	20,381	28,438	50,068	69,187	85,517
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management - Plant Depreciation and Plant Requirements (2% of Rates)	1,100,911	1,157,293	1,216,272	1,274,876	1,332,122	1,391,637	1,453,504	1,517,809	1,584,644	1,654,101
				Asset Management Plan - Increase by 0.5% over years 26/27 to 27/28	-	-	-	-	166,515	347,909	363,376	379,452	396,161	413,525
		Capital Works Program	1.19	Plant Replacement Program	(1,465,984)	(1,509,238)	(1,544,986)	(1,488,621)	(1,338,737)	(1,401,829)	(883,967)	(1,097,597)	(1,324,228)	(1,495,850)
		Closing Balance			1,556,156	1,223,662	922,481	729,492	905,806	1,263,904	2,225,254	3,074,987	3,800,751	4,458,044
70	Waste Facilities and Plant Reserve	Opening Balance			6,525,299	3,796,897	3,287,362	3,144,011	4,086,789	5,572,682	7,272,960	8,694,762	10,152,457	7,906,108
		Interest Earned			48,940	47,461	73,966	70,740	91,953	125,385	163,642	195,632	228,430	177,887
		Operating Transfers To (From) Reserves [Not Capital]												
				Net Position of all Waste GL activity transferred to reserves	217,582	216,519	221,770	232,016	242,574	253,499	264,806	276,499	288,601	301,060
				WARR Fees	1,815,076	2,139,065	2,467,913	2,504,932	2,542,506	2,580,644	2,619,354	2,658,644	2,698,524	2,739,002
		Capital Works Program	2.1 3.8	Waste Management - Capital Works Main City Works Depot - Upgrade/Improvements	(4,810,000)	(2,912,580)	(2,907,000)	(1,864,910)	(1,391,140)	(1,259,250)	(1,126,000)	(1,673,080)	(5,461,904)	(1,695,000)
		Closing Balance			3,796,897	3,287,362	3,144,011	4,086,789	5,572,682	7,272,960	8,694,762	10,152,457	7,906,108	9,429,057
50	Major Traffic Improvements Reserve	Opening Balance			997,470	1,148,986	1,225,002	1,132,650	56,533	740,155	648,446	116,540	436,971	31,447
		Interest Earned			7,481	14,362	27,563	25,485	1,272	16,653	14,590	2,622	9,832	708
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management - Year 1 (22/23) to Year 4 (25/26) 0.625% of Rates	344,035	361,654	380,085	398,399	-	-	-	-	-	-
				Asset Management - Reintroduce back from 0.625% to 2.125% of Rates over Year 5 (26/27) and Year 6 (27/28)	-	-	-	-	1,082,350	1,391,637	1,453,504	1,517,809	1,584,644	1,654,101
		Capital Works Program	3.2	Busseton/Dunsborough - Major Traffic Improvements	(200,000)	(300,000)	(500,000)	(1,500,000)	(400,000)	(1,500,000)	(2,000,000)	(1,200,000)	(2,000,000)	(1,600,000)
		Closing Balance			1,148,986	1,225,002	1,132,650	56,533	740,155	648,446	116,540	436,971	31,447	86,256
15	CBD Enhancement Reserve	Opening Balance			317,545	376,404	438,998	508,067	580,022	654,958	732,972	814,165	898,641	986,507
		Interest Earned			2,382	4,705	9,877	11,432	13,050	14,737	16,492	18,319	20,219	22,196
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management - CBD Townscape reduce to 0.00% in Year 1. Then reinstate at 1.00% from year 4.	-	-	-	637,438	666,061	695,819	726,752	758,905	792,322	827,051
				B1502 - Old Fire Station Building - as per Council Resolution C1302/024 (13/02/2013)	56,478	57,889	59,192	60,524	61,886	63,278	64,702	66,158	67,646	69,168
		Capital Works Program	1.7	CBD Townscape Construction Projects - Capital Works	-	-	-	(637,438)	(666,061)	(695,819)	(726,752)	(758,905)	(792,322)	(827,051)
		Closing Balance			376,404	438,998	508,067	580,022	654,958	732,972	814,165	898,641	986,507	1,077,871

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
53	New Infrastructure Development Reserve	Opening Balance			257,907	209,841	67,464	18,982	19,409	19,846	20,293	20,750	21,217	21,694
		Interest Earned			1,934	2,623	1,518	427	437	447	457	467	477	488
		Capital Works Program												
		1.24	Miscellaneous Land Purchases	(50,000)	(50,000)	-	-	-	-	-	-	-	-	-
		3.17	Strategic Land Purchase / Sues Road	-	-	-	-	-	-	-	-	-	-	-
		4.13	Squash Facility District	-	(95,000)	-	-	-	-	-	-	-	-	-
	Closing Balance				209,841	67,464	18,982	19,409	19,846	20,293	20,750	21,217	21,694	22,182
24	Commonage Precinct Infrastructure Road Reserve	Opening Balance			820	826	836	855	874	894	914	935	956	978
		Interest Earned			6	10	19	19	20	20	21	21	22	22
		Closing Balance			826	836	855	874	894	914	935	956	978	1,000
75	Busselton Foreshore Maintenance Reserve	Opening Balance			12,661	12,756	12,915	13,206	13,503	13,807	14,118	14,436	14,761	15,093
		Interest Earned			95	159	291	297	304	311	318	325	332	340
		Closing Balance			12,756	12,915	13,206	13,503	13,807	14,118	14,436	14,761	15,093	15,433
City Parking Reserves														
17	City Car Parking and Access Reserve	Opening Balance			711,516	716,852	725,813	742,144	758,842	775,916	593,374	606,725	620,376	634,334
		Interest Earned			5,336	8,961	16,331	16,698	17,074	17,458	13,351	13,651	13,958	14,273
		Operating Transfers To (From) Reserves [Not Capital]												
			Asset Management - Tied to 0.03% of rates levied	165,137	173,594	182,441	191,231	199,818	208,746	218,026	227,671	237,697	248,115	
		Capital Works Program												
		1.6	Car Parking Construction and Renewal - Capital Works	(165,137)	(173,594)	(182,441)	(191,231)	(199,818)	(208,746)	(218,026)	(227,671)	(237,697)	(248,115)	
	4.3	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	-	-	-	-	-	-	(200,000)	-	-	-	-	
	Closing Balance				716,852	725,813	742,144	758,842	775,916	593,374	606,725	620,376	634,334	648,607
City Corporate Reserves														
34	Corporate IT Systems Reserve	Opening Balance			342,327	32,508	11,899	8,269	21,534	46,564	61,832	87,952	125,766	166,160
		Interest Earned			2,567	406	268	186	485	1,048	1,391	1,979	2,830	3,739
		Operating Transfers To (From) Reserves [Not Capital]												
			Asset Management - (0.25% 22/23 increasing to 0.75% from 23/24 onwards as a percentage of rates - Off-set by a reduction of 0.5% transfer to the Furniture & Equipment Reserve)	137,614	433,985	456,102	478,079	499,546	521,864	545,064	569,178	594,242	620,288	
		Capital Works Program												
		1.12	Corporate IT System Upgrades	(375,000)	(380,000)	(460,000)	(465,000)	(475,000)	(507,644)	(520,335)	(533,343)	(556,677)	(570,594)	
	5.1	Performing Arts/Convention Centre (BPACC)	(75,000)	(75,000)	-	-	-	-	-	-	-	-	-	
	Closing Balance				32,508	11,899	8,269	21,534	46,564	61,832	87,952	125,766	166,160	219,593

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busseton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
37	Election, Value and Corporate Expense Reserve	Opening Balance			218,449	283,727	299,857	172,074	189,165	296,509	27,069	193,769	212,721	97,006
		Interest Earned			1,638	3,547	6,747	3,872	4,256	6,671	609	4,360	4,786	2,183
		Operating Transfers To (From) Reserves [Not Capital]												
				Election Expenses - every second year	-	(134,217)	-	(141,012)	-	(148,151)	-	(155,651)	-	(163,531)
				Estimated consultant costs for fair value adjustments	-	-	-	-	(55,000)	-	-	-	-	(55,000)
				Funding for GRV 3 Yearly Revaluation Only (Not UV)	-	-	(285,000)	-	-	(290,000)	-	-	(295,000)	-
				LVS Valuations	(80,000)	-	-	-	-	-	-	-	-	-
				2 Year Election Cycle; 3 Year GRV Revaluation Requirements	143,640	146,800	150,470	154,232	158,088	162,040	166,091	170,243	174,499	178,862
		Closing Balance			283,727	299,857	172,074	189,165	296,509	27,069	193,769	212,721	97,006	59,519
47	Legal Expenses Reserve	Opening Balance			539,299	543,344	550,136	562,514	575,171	588,112	601,345	614,875	628,710	642,856
		Interest Earned			4,045	6,792	12,378	12,657	12,941	13,233	13,530	13,835	14,146	14,464
		Closing Balance			543,344	550,136	562,514	575,171	588,112	601,345	614,875	628,710	642,856	657,320
51	Marketing & Area Promotion Reserve	Opening Balance			219,852	221,501	224,270	229,316	234,476	239,752	245,146	250,662	256,302	262,069
		Interest Earned			1,649	2,769	5,046	5,160	5,276	5,394	5,516	5,640	5,767	5,897
		Operating Transfers To (From) Reserves [Not Capital]												
				Transfer from Reserve - Events Salaries & Wages	(219,914)	(225,412)	(231,047)	(236,245)	(241,561)	(246,996)	(252,553)	(258,236)	(264,046)	(269,987)
				Transfer from Reserve - Forward International/National and Regional Event Bookings for BPACC	(100,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
				Transfer from Reserve - Events Sponsorship (75%)	(759,666)	(769,240)	(818,571)	(867,888)	(915,884)	(965,851)	(1,017,862)	(1,071,995)	(1,128,328)	(1,186,944)
				Transfer from Reserve - Events Marketing & Promotion (25%)	(253,222)	(256,413)	(272,857)	(289,296)	(305,295)	(321,950)	(339,287)	(357,332)	(376,109)	(395,648)
				Transfer to Reserve - 1/11th of Commercial, Industrial, Vacant Commercial, Vacant Industrial & Residential Holiday Homes Rates levied	1,332,802	1,401,065	1,472,474	1,543,429	1,612,740	1,684,798	1,759,703	1,837,562	1,918,483	2,002,579
		Closing Balance			221,501	224,270	229,316	234,476	239,752	245,146	250,662	256,302	262,069	267,966
56	Performing Arts and Convention Centre Reserve	Opening Balance			1,734,773	105,081	18,395	416,309	1,055,640	1,580,422	2,225,792	2,792,089	3,495,200	3,895,347
		Interest Earned			13,011	1,314	414	9,367	23,752	35,559	50,080	62,822	78,642	87,645
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management Plan \$38M Build - Tier 1 (Phased 1.5% to 2.5% PA - 8 years)	-	-	427,500	678,300	691,866	756,111	822,648	891,545	962,869	1,036,689
		Capital Works Program												
				1.3 Buildings Capital Works - Asset Management Plan	-	-	(30,000)	(48,336)	(190,836)	(146,300)	(306,432)	(251,256)	(641,364)	(53,808)
				5.1 Performing Arts/Convention Centre (BPACC)	(1,642,703)	(88,000)	-	-	-	-	-	-	-	-
		Closing Balance			105,081	18,395	416,309	1,055,640	1,580,422	2,225,792	2,792,089	3,495,200	3,895,347	4,965,873

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
<b>City Employee Entitlements Reserves</b>														
2	Long Service Leave Reserve	Opening Balance			3,565,953	3,442,698	3,335,732	3,260,786	3,184,154	3,105,797	3,025,677	2,943,755	2,859,989	2,774,339
		Interest Earned			26,745	43,034	75,054	73,368	71,643	69,880	68,078	66,234	64,350	62,423
		Operating Transfers To (From) Reserves [Not Capital]												
				Provision from Reserve each year	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)
				Provision to Reserve each year	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000
		Closing Balance			3,442,698	3,335,732	3,260,786	3,184,154	3,105,797	3,025,677	2,943,755	2,859,989	2,774,339	2,686,762
66	Sick Pay Incentive Reserve	Opening Balance			31,601	16,838	2,048	128	131	134	137	140	143	146
		Interest Earned			237	210	46	3	3	3	3	3	3	3
		Operating Transfers To (From) Reserves [Not Capital]												
				Applies to individuals covered under the Sick Leave Scheme. Assumed that one person p.a. entitled to scheme leaves the organisation each year and is paid out the amount. Increases in provision per annum are covered by the interest	(15,000)	(15,000)	(1,966)	-	-	-	-	-	-	-
		Closing Balance			16,838	2,048	128	131	134	137	140	143	146	149
61	Professional Development Reserve	Opening Balance			136,301	137,323	139,040	142,168	145,367	148,638	151,982	155,402	158,899	162,474
		Interest Earned			1,022	1,717	3,128	3,199	3,271	3,344	3,420	3,497	3,575	3,656
		Operating Transfers To (From) Reserves [Not Capital]												
				One-off transfer for operating expenditure	-	-	-	-	-	-	-	-	-	-
		Closing Balance			137,323	139,040	142,168	145,367	148,638	151,982	155,402	158,899	162,474	166,130
72	Workers Compensation and Extended Sick Leave Contingency Reserve	Opening Balance			193,918	195,372	197,814	202,265	206,816	211,469	216,227	221,092	226,067	231,154
		Interest Earned			1,454	2,442	4,451	4,551	4,653	4,758	4,865	4,975	5,087	5,201
		Closing Balance			195,372	197,814	202,265	206,816	211,469	216,227	221,092	226,067	231,154	236,355
<b>City Estate &amp; Precinct Reserves</b>														
28	Community Facilities - City District	Opening Balance			678,787	478,713	434,566	594,504	18,570	175,417	451,339	424,450	392,744	571,329
		Interest Earned			5,091	5,984	9,778	13,376	418	3,947	10,155	9,550	8,837	12,855
		Operating Transfers To (From) Reserves [Not Capital]												
				Repayment of Lot 40 Vasse Highway from Reserve - Relates to Sir Stewart Bovell Park Subject to advice from Strategic Planning Business unit - based on forecasted developer	-	-	-	(850,000)	-	-	-	-	-	-
					450,000	357,348	365,388	373,609	382,016	390,611	399,400	408,386	417,575	426,970
		Capital Works Program												
		4.12		Dunsborough Lakes Sporting Precinct (Stage 2)	-	-	-	-	-	-	-	(325,000)	-	-
		4.13		Squash Facility District	-	-	-	-	-	-	(200,000)	-	-	-
		4.14		Planning & Design Studies	(105,165)	(107,479)	(110,166)	(112,920)	(115,743)	(118,636)	(121,602)	(124,642)	(127,758)	(130,952)
		4.2		Dunsborough Country Club Extension	-	(300,000)	-	-	-	-	-	-	-	-
		4.9		Increasing Sports Spaces Carrying Capacity - Outdoor Spaces	-	-	(105,063)	-	(109,844)	-	(114,842)	-	(120,068)	-
		5.1		Performing Arts/Convention Centre (BPACC)	(550,000)	-	-	-	-	-	-	-	-	-
		Closing Balance			478,713	434,566	594,504	18,570	175,417	451,339	424,450	392,744	571,329	880,202

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busseton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
26	Community Facilities - Broadwater	Opening Balance			200,972	218,345	237,337	259,306	282,143	305,877	330,536	356,150	382,749	410,365
		Interest Earned			1,507	2,729	5,340	5,834	6,348	6,882	7,437	8,013	8,612	9,233
		Operating Transfers To (From) Reserves [Not Capital]												
				Subject to advice from Strategic Planning Business unit - based on forecasted developer activity	15,866	16,263	16,629	17,003	17,385	17,777	18,177	18,585	19,004	19,431
		Closing Balance			218,345	237,337	259,306	282,143	305,877	330,536	356,150	382,749	410,365	439,029
27	Community Facilities - Busseton	Opening Balance			61,001	83,016	106,150	131,132	157,185	184,344	212,645	242,126	272,826	304,785
		Interest Earned			458	1,038	2,388	2,950	3,537	4,148	4,785	5,448	6,139	6,858
		Operating Transfers To (From) Reserves [Not Capital]												
				Subject to advice from Strategic Planning Business unit - based on forecasted developer activity	21,558	22,097	22,594	23,102	23,622	24,153	24,697	25,253	25,821	26,402
		Closing Balance			83,016	106,150	131,132	157,185	184,344	212,645	242,126	272,826	304,785	338,044
29	Community Facilities - Dunsborough	Opening Balance			258,432	294,525	83,215	120,884	160,206	201,236	244,031	288,650	60,153	102,415
		Interest Earned			1,938	3,682	1,872	2,720	3,605	4,528	5,491	6,495	1,353	2,304
		Operating Transfers To (From) Reserves [Not Capital]												
				Subject to advice from Strategic Planning Business unit - based on forecasted developer activity	34,155	35,009	35,796	36,602	37,425	38,267	39,128	40,009	40,909	41,829
		Capital Works Program												
			3.5	Dunsborough New Nature Based Playground - Capital Works	-	(250,000)	-	-	-	-	-	-	-	-
			4.12	Dunsborough Lakes Sporting Precinct (Stage 2)	-	-	-	-	-	-	-	(275,000)	-	-
		Closing Balance			294,525	83,215	120,884	160,206	201,236	244,031	288,650	60,153	102,415	146,549
30	Community Facilities - Dunsborough Lakes	Opening Balance			7,100	7,153	7,242	7,405	157,572	314,492	478,394	649,512	828,089	1,014,373
		Interest Earned			53	89	163	167	3,545	7,076	10,764	14,614	18,632	22,823
		Operating Transfers To (From) Reserves [Not Capital]												
				Subject to advice from Strategic Planning Business unit - based on forecasted developer activity	-	-	-	150,000	153,375	156,826	160,355	163,962	167,652	171,424
		Closing Balance			7,153	7,242	7,405	157,572	314,492	478,394	649,512	828,089	1,014,373	1,208,620
31	Community Facilities - Geographe	Opening Balance			124,662	136,234	148,839	163,336	178,410	194,079	210,363	227,282	244,855	263,104
		Interest Earned			935	1,703	3,349	3,675	4,014	4,367	4,733	5,114	5,509	5,920
		Operating Transfers To (From) Reserves [Not Capital]												
				Subject to advice from Strategic Planning Business unit - based on forecasted developer activity	10,637	10,902	11,148	11,399	11,655	11,917	12,185	12,460	12,740	13,027
		Closing Balance			136,234	148,839	163,336	178,410	194,079	210,363	227,282	244,855	263,104	282,050
32	Community Facilities - Port Geographe	Opening Balance			351,820	354,459	358,890	366,965	375,222	383,664	392,296	401,123	410,148	419,376
		Interest Earned			2,639	4,431	8,075	8,257	8,442	8,632	8,827	9,025	9,228	9,436
		Closing Balance			354,459	358,890	366,965	375,222	383,664	392,296	401,123	410,148	419,376	428,812

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
33	Community Facilities - Vasse	Opening Balance			366,897	44,649	45,207	46,224	256,909	477,052	306,971	537,995	779,260	1,031,109
		Interest Earned			2,752	558	1,017	1,040	5,780	10,734	6,907	12,105	17,533	23,200
		Operating Transfers To (From) Reserves [Not Capital]		Subject to advice from Strategic Planning Business unit - based on forecasted developer activity	-	-	-	209,645	214,362	219,185	224,117	229,160	234,316	239,588
		Capital Works Program	4.3	Vasse Sporting Facilities - Changerooms/Pavilion/Car Parking	(325,000)	-	-	-	-	(400,000)	-	-	-	-
		Closing Balance			44,649	45,207	46,224	256,909	477,052	306,971	537,995	779,260	1,031,109	1,293,897
25	Community Facilities - Airport North	Opening Balance			3,284,786	3,425,231	3,586,750	3,788,827	3,048,181	2,243,663	423,899	566,110	714,505	869,292
		Interest Earned			24,636	42,815	80,702	85,249	68,584	50,482	9,538	12,737	16,076	19,559
		Operating Transfers To (From) Reserves [Not Capital]		Subject to advice from Strategic Planning Business unit - based on forecasted developer activity	115,809	118,704	121,375	124,106	126,898	129,753	132,673	135,658	138,710	141,831
		Capital Works Program	4.7	Yalyalup Community Oval/Pavilion Development	-	-	-	(950,000)	(1,000,000)	(2,000,000)	-	-	-	-
		Closing Balance			3,425,231	3,586,750	3,788,827	3,048,181	2,243,663	423,899	566,110	714,505	869,292	1,030,682
48	Locke Estate Reserve	Opening Balance			6,471	6,520	6,602	6,751	6,903	7,058	7,217	7,379	7,545	7,715
		Interest Earned			49	82	149	152	155	159	162	166	170	174
		Closing Balance			6,520	6,602	6,751	6,903	7,058	7,217	7,379	7,545	7,715	7,889
59	Port Geographe Development Reserve (Council)	Opening Balance			26,567	33,358	42,024	53,126	66,155	81,257	98,587	118,308	140,594	165,627
		Interest Earned			199	417	946	1,195	1,488	1,828	2,218	2,662	3,163	3,727
		Operating Transfers To (From) Reserves [Not Capital]		\$50k (2016) per year indexed - Council Resolution.	58,485	61,439	64,544	67,444	70,476	73,643	76,953	80,411	84,025	-
		Capital Works Program	1.20	Port Geographe Development - Capital Works	(51,893)	(53,190)	(54,387)	(55,611)	(56,862)	(58,141)	(59,450)	(60,787)	(62,155)	(63,553)
		Closing Balance			33,358	42,024	53,126	66,155	81,257	98,587	118,308	140,594	165,627	105,800
60	Port Geographe Waterways Management Reserve (SAR) (DoT Requirements)	Opening Balance			3,022,970	2,889,839	2,767,436	2,667,214	2,560,675	2,447,575	2,327,662	2,200,677	2,066,351	1,924,407
		Interest Earned			22,672	36,123	62,267	60,012	57,615	55,070	52,372	49,515	46,493	43,299
		Operating Transfers To (From) Reserves [Not Capital]		Other Infrastructure Maintenance - As per Port Geo DOT Annual Deed Agreement Specified Area Rates - Port Geographe	(390,547) 234,744	(399,139) 240,613	(409,117) 246,628	(419,345) 252,794	(429,829) 259,114	(440,575) 265,592	(451,589) 272,232	(462,879) 279,038	(474,451) 286,014	(486,312) 293,164
		Closing Balance			2,889,839	2,767,436	2,667,214	2,560,675	2,447,575	2,327,662	2,200,677	2,066,351	1,924,407	1,774,558



11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
62	Providence Landscape Maintenance Reserve (SAR)	Opening Balance			1,237,209	1,263,220	1,202,682	1,173,006	971,294	911,716	947,511	985,869	616,891	651,457
		Interest Earned			9,279	15,790	27,060	26,393	21,854	20,514	21,319	22,182	13,880	14,658
		Operating Transfers To (From) Reserves [Not Capital]												
				50% of Providence Maintenance Costs	(132,251)	(135,161)	(138,540)	(142,003)	(145,554)	(149,192)	(152,922)	(156,745)	(160,664)	(164,680)
				Specified Area Rates - Providence Landscape Maintenance	193,983	198,833	203,804	208,899	214,121	219,474	224,961	230,585	236,350	242,259
		Capital Works Program												
		1.21	Providence - Asset Management Plan	(45,000)	(140,000)	(122,000)	(295,000)	(150,000)	(55,000)	(55,000)	(465,000)	(55,000)	(55,000)	
		Closing Balance			1,263,220	1,202,682	1,173,006	971,294	911,716	947,511	985,869	616,891	651,457	688,693
68	Vasse Newtown Landscape Maintenance Reserve (SAR)	Opening Balance			647,847	236,945	241,823	216,478	225,893	236,884	278,810	293,822	310,640	329,342
		Interest Earned			4,859	2,962	5,441	4,871	5,083	5,330	6,273	6,611	6,989	7,410
		Operating Transfers To (From) Reserves [Not Capital]												
				50% of Vasse Newtown Maintenance Costs	(140,536)	(143,628)	(147,219)	(150,899)	(154,672)	(158,539)	(162,502)	(166,565)	(170,729)	(174,997)
				Specified Area Rates - Vasse	190,775	195,544	200,433	205,444	210,580	215,845	221,241	226,772	232,441	238,252
		Capital Works Program												
		1.22	Vasse - Asset Management Plan	(466,000)	(50,000)	(84,000)	(50,000)	(50,000)	(20,710)	(50,000)	(50,000)	(50,000)	(50,000)	
		Closing Balance			236,945	241,823	216,478	225,893	236,884	278,810	293,822	310,640	329,342	350,007
23	Commonage Precinct Bushfire Facilities Reserve	Opening Balance			58,646	59,086	59,825	61,171	62,547	63,954	65,393	66,864	68,368	69,906
		Interest Earned			440	739	1,346	1,376	1,407	1,439	1,471	1,504	1,538	1,573
		Closing Balance			59,086	59,825	61,171	62,547	63,954	65,393	66,864	68,368	69,906	71,479
21	Commonage Community Facilities Dunsborough Lakes South Reserve	Opening Balance			74,379	74,937	75,874	77,581	79,327	81,112	82,937	84,803	86,711	88,662
		Interest Earned			558	937	1,707	1,746	1,785	1,825	1,866	1,908	1,951	1,995
		Closing Balance			74,937	75,874	77,581	79,327	81,112	82,937	84,803	86,711	88,662	90,657
22	Commonage Community Facilities South Biddle Precinct Reserve	Opening Balance			907,016	913,819	925,242	96,060	98,221	100,431	102,691	105,002	107,365	109,781
		Interest Earned			6,803	11,423	20,818	2,161	2,210	2,260	2,311	2,363	2,416	2,470
		Capital Works Program												
				3.10	New Commonage Fire Shed/Community Facility	-	-	(850,000)	-	-	-	-	-	-
		Closing Balance			913,819	925,242	96,060	98,221	100,431	102,691	105,002	107,365	109,781	112,251
City General Reserves														
11	Busselton Area Drainage and Waterways Improvement Reserve	Opening Balance			58,239	58,676	59,409	60,746	62,113	63,511	64,940	66,401	67,895	69,423
		Interest Earned			437	733	1,337	1,367	1,398	1,429	1,461	1,494	1,528	1,562
		Closing Balance			58,676	59,409	60,746	62,113	63,511	64,940	66,401	67,895	69,423	70,985

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
20	Coastal and Climate Adaptation Reserve	Opening Balance			123,332	5,788	11,839	18,655	50,736	42,204	59,325	79,936	101,461	128,353
		Interest Earned			925	72	266	420	1,142	950	1,335	1,799	2,283	2,888
		Operating Transfers To (From) Reserves [Not Capital]												
				Beach Monitoring \$50k, Beach Aerial Survey \$50k & General \$30k (of \$45k)	(133,380)	(136,314)	(139,722)	(143,215)	(146,796)	(150,466)	(154,227)	(158,083)	(162,035)	(166,086)
				Asset Management - Increased by 0.50% of rates income in Years 1	550,455	578,646	608,136	637,438	666,061	695,819	726,752	758,905	792,322	827,051
				Asset Management - Res 0706/141(indexed each year)	550,455	578,646	608,136	637,438	666,061	695,819	726,752	758,905	792,322	827,051
				Locke Estate Lease Income - 16 units at \$4,000/annum	64,000	-	-	-	-	-	-	-	-	-
		Capital Works Program												
		1.11		Coastal Protection Capital Works - Asset Management Plan	(1,150,000)	(1,015,000)	(1,070,000)	(1,100,000)	(1,195,000)	(1,225,000)	(1,280,000)	(1,340,000)	(1,398,000)	(1,460,000)
		Closing Balance			5,788	11,839	18,655	50,736	42,204	59,325	79,936	101,461	128,353	159,256
38	Emergency Disaster Recovery Reserve	Opening Balance			135,370	156,385	178,340	202,353	226,906	252,011	277,681	303,929	330,767	358,209
		Interest Earned			1,015	1,955	4,013	4,553	5,105	5,670	6,248	6,838	7,442	8,060
		Operating Transfers To (From) Reserves [Not Capital]												
				Annual Allocation	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
		Closing Balance			156,385	178,340	202,353	226,906	252,011	277,681	303,929	330,767	358,209	386,269
39	Energy Sustainability Reserve	Opening Balance			142,680	143,592	144,901	147,663	150,475	153,337	156,252	159,218	162,237	165,310
		Interest Earned			1,070	1,795	3,260	3,322	3,386	3,450	3,516	3,582	3,650	3,719
		Operating Transfers To (From) Reserves [Not Capital]												
				Annual Allocation to assist with funding the Energy Strategy	107,793	110,165	112,919	115,742	118,636	121,601	124,642	127,758	130,951	134,225
		Capital Works Program												
		3.7		Energy Efficiency Initiatives	(107,952)	(110,651)	(113,417)	(116,252)	(119,159)	(122,137)	(125,191)	(128,321)	(131,529)	(131,529)
		Closing Balance			143,592	144,901	147,663	150,475	153,337	156,252	159,218	162,237	165,310	171,726
16	Cemetery Reserve	Opening Balance			77,445	113,692	151,314	192,037	234,827	279,765	326,933	376,418	428,308	482,695
		Interest Earned			581	1,421	3,405	4,321	5,284	6,295	7,356	8,469	9,637	10,861
		Operating Transfers To (From) Reserves [Not Capital]												
				100% of Cemetery Burial Fees transferred to Cemeteries Reserve	119,000	121,618	124,658	127,774	130,968	134,242	137,598	141,038	144,564	148,178
		Capital Works Program												
		1.8		Cemeteries - Capital Works Allocation	(83,334)	(85,417)	(87,339)	(89,304)	(91,314)	(93,368)	(95,469)	(97,617)	(99,814)	(102,059)
		Closing Balance			113,692	151,314	192,037	234,827	279,765	326,933	376,418	428,308	482,695	539,674
63	Public Art Reserve	Opening Balance			46,615	46,965	47,552	48,622	49,716	50,835	51,979	53,149	54,345	55,568
		Interest Earned			350	587	1,070	1,094	1,119	1,144	1,170	1,196	1,223	1,250
		Operating Transfers To (From) Reserves [Not Capital]												
				Developer Contributions	-	-	-	-	-	-	-	-	-	-
		Closing Balance			46,965	47,552	48,622	49,716	50,835	51,979	53,149	54,345	55,568	56,818

11/03/2022

2022 - 2032 Long Term Financial Plan

**City of Busselton**  
Projected Reserves Schedule (Categorical Listing)  
For the period 2022 - 2032  
*Live Model - Version 69*

ID	Reserve Name	Type	Strategy	Commentary	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Year 5 2026-27	Year 6 2027-28	Year 7 2028-29	Year 8 2029-30	Year 9 2030-31	Year 10 2031-32
67	Strategic Projects Reserve	Opening Balance			405,356	2,433,396	2,488,813	569,811	607,632	646,304	685,846	726,278	767,619	809,890
		Interest Earned			3,040	30,417	55,998	12,821	13,672	14,542	15,432	16,341	17,271	18,223
		Operating Transfers To (From) Reserves [Not Capital]												
				Sues Road Purchase - Loan Repayments net of Lease Income	-	-	-	-	-	-	-	-	-	-
				Council Res C1303/074 (27/03/2013) \$25k per annum	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
				Sale of Ambergate Land	2,500,000	-	-	-	-	-	-	-	-	-
		Capital Works Program												
			3.17	Strategic Land Purchase / Sues Road	(500,000)	-	(2,000,000)	-	-	-	-	-	-	-
		Closing Balance			2,433,396	2,488,813	569,811	607,632	646,304	685,846	726,278	767,619	809,890	853,113
76	LED Streetlight Replacement Program Reserve	Opening Balance			121	122	124	127	130	133	136	139	142	145
		Interest Earned			1	2	3	3	3	3	3	3	3	3
		Operating Transfers To (From) Reserves [Not Capital]												
				Annual Allocation	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
		Capital Works Program												
			3.21	LED Streetlighting Replacement Program	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
		Closing Balance			122	124	127	130	133	136	139	142	145	148
77	Debt Default Reserve	Opening Balance			102,838	103,609	104,904	107,264	109,677	112,145	114,668	117,248	119,886	122,583
		Interest Earned			771	1,295	2,360	2,413	2,468	2,523	2,580	2,638	2,697	2,758
		Closing Balance			103,609	104,904	107,264	109,677	112,145	114,668	117,248	119,886	122,583	125,341
78	Waterways Restoration Reserve	Opening Balance			22	22	22	22	22	22	22	22	22	22
		Interest Earned			-	-	-	-	-	-	-	-	-	-
		Operating Transfers To (From) Reserves [Not Capital]												
				Asset Management - Vasse River Restoration Program Allocation - 1% of Rates Year 1 (22/23) to Year 4 (25/26). Reduction in Major Traffic Reserve Allocation.	550,455	578,646	608,136	637,438	-	-	-	-	-	-
		Capital Works Program												
			3.23	Vasse River Restoration	(550,455)	(578,646)	(608,136)	(637,438)	-	-	-	-	-	-
		Closing Balance			22	22	22	22	22	22	22	22	22	22

*Where environment, lifestyle  
and opportunity meet!*



**City of Busselton**  
*Geographic Bay*

Join Our Community



T (08) 9781 0444  
E [city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)

2 Southern Drive  
Busselton WA 6280

Locked Bag 1  
Busselton WA 6280

[www.busselton.wa.gov.au](http://www.busselton.wa.gov.au)

**13. PLANNING AND DEVELOPMENT SERVICES REPORT**

Nil

**14. ENGINEERING AND WORK SERVICES REPORT**

Nil

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

Nil

**19. URGENT BUSINESS**

Nil

**20. CONFIDENTIAL REPORTS**

Nil

**21. CLOSURE**

The Presiding Member closed the meeting at 6.04pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 298 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 13 APRIL 2022.

DATE: 28/6/22

PRESIDING MEMBER:

