

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 25 JANUARY 2022

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## MINUTES

**MINUTES OF A MEETING OF THE BUSSELTON CITY COUNCIL HELD IN COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 25 JANUARY 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  
Ms Lee Reddell, A/ Director, Planning and Development Services  
Mrs Naomi Searle, Director, Community and Commercial Services  
Ms Sarah Pierson, A/ Director, Finance and Corporate Services  
Mrs Emma Heys, Governance Coordinator

Apologies:

Nil

Approved Leave of Absence:

Nil

Media:

“Busselton-Dunsborough Times”

Public:

**3. PRAYER**

The prayer was delivered by Pastor Lee Sykes of the Cornerstone Church Busselton.

**4. APPLICATION FOR LEAVE OF ABSENCE**

Nil

**5. DISCLOSURE OF INTERESTS**

Nil

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

Mayor Grant Henley welcomed all in attendance to the first meeting of the year and wished everyone a happy 2022.

The Mayor acknowledged those that worked over the holiday period, and gave gratitude to the volunteers, Bush Fire Brigades and all agencies who were called to action on several occasions over the summer period.

The Mayor acknowledged Australia Day (tomorrow) is a day for celebrating, respecting and enjoying the day.

**7. QUESTION TIME FOR PUBLIC**

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

**Response to Previous Questions Taken on Notice**

The following questions were taken on notice by the Council at the 8 December 2021 Ordinary Council meeting:

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

Can we see the details of that lease agreement? [agreement with Hilton about lease of car parking]

**Response****(Ms Sarah Pierson, A/Director Finance and Corporate Services)**

The City will responsible for constructing the carpark at the southern side of the hotel building (i.e between Marine Terrace and the hotel building). A number of parking bays within this carpark will be leased to the Hilton Hotel for their exclusive use.



The rent payable by Hilton Hotel for the hotel carpark is \$5,000/year, to be reviewed annually and adjusted in accordance with CPI, with market rent reviews to be undertaken every 5 years. The carpark rent has been calculated with reference to the requirements under the City's policy in relation to "cash-in-lieu" carpark contribution.

7.2 Mr Gordon Bleechmore

**Question**

How many extraction licences have a caveat placed on the property owner's title?

**Response**

**(Mr Paul Needham, Director Planning and Development Services)**

There are currently two extractive industry sites over which the City has lodged caveats. As it would involve the sharing of third party information, the City will not provide information on who those property owners are.

**Question**

Who with an extraction licence issued by the City of Busselton has a caveat placed on their property title?

**Response**

**(Mr Paul Needham, Director Planning and Development Services)**

(as per above response) There are currently two extractive industry sites over which the City has lodged caveats. As it would involve the sharing of third party information, the City will not provide information on who those property owners are.

**Question**

In most extraction licences, a pit survey must be conducted within a certain date after the licence has been issued. Do all current extraction licences in the City of Busselton meet this condition?

**Response**

**(Mr Paul Needham, Director Planning and Development Services)**

Since around 2017, conditions have been applied to extractive industry approvals requiring periodic, usually annual, audit reports to be prepared and submitted by the landowners. At present, 17 extractive industry approvals contain this condition. This condition is to assist with ensuring extractive industry activities are occurring consistent with conditions of approval, and to place greater onus on the landowner to demonstrate that compliance has been achieved. The submission of a site survey will often be a requirement of the annual audit reports.

Industry compliance with these conditions has been inconsistent, and there are operating sites that are not complying. This is a focus of current extractive industry compliance activity by the City.

**Question**

What happens if the State invoked an order to source materials from a pit with a suspended or cancelled licence?

**Response**

**(Mr Paul Needham, Director Planning and Development Services)**

It is understood this may be a reference to the potential for Main Roads (or perhaps other State agencies) to extract material without development approval having been obtained. State agencies undertaking public works may do so without having first obtained development approval under a local government town planning scheme, by virtue of Section 6 of the *Planning and Development Act 2005*, but prior to doing so, the State agency is to have –

*(2)...due regard to –*

*(a) the purpose and intent of any planning scheme that has effect in the locality where, and at the time when, the right is exercised; and*

*(b) the orderly and proper planning, and the preservation of the amenity, of that locality at that time; and (c) any advice provided by the responsible authority in the course of the consultation required under subsection (3) in respect of the exercise of the right.*

The State agency must also –

*(3) At the time when a proposal for any public work, or for the taking of land for a public work, is being formulated, the responsible authority is to be consulted as to whether the undertaking, construction or provision of, or the taking of land for, the public work will be consistent with the matters referred to in subsection (2)(a) and (b).*

In addition, similar approval exemptions do not apply under other relevant legislation, most notably the (State) *Environmental Protection Act 1986* and *Rights in Water and Irrigation Act 1914*, and the (Commonwealth) *Environmental Protection and Biodiversity Conservation Act 1999*.

**Question**

When will the plastic be removed from the peppermint trees behind the Weld Theatre?

**Response**

**(Mr Oliver Darby, Director Engineering and Works Services)**

The health of those trees is being monitored. Once we are satisfied the trees have sufficiently recovered to be able to withstand grazing by Western Ringtail Possums, the bands will be removed. This is an ongoing management process that may result in the bands being removed and also reinstated as required.

**Question Time for Public**

7.3

Mr Keith Sims

**Question**

What steps are being taken to update the [BPACCC] business case and LTFP now that one of your stakeholders who were also part of the Catalyst Survey, will now not be using the BPACC, changing the income? And noting that the business case still has reference to the Creative Industries Hub, which is no longer part of the BPACC for income purposes.

**Response**

**(Ms Naomi Searle, Director Community and Commercial Services)**

A full review and update of the business case is currently being undertaken as we will be submitting a funding application to Building Better Regions, round 6, for a contribution towards the art gallery.

In regards to the GMAS performing arts centre, the City's operational business plan did refer to that as being a potential development and we do not believe the development of the GMAS performing arts centre will have a negative impact on the BPACC financial projections we have made. We believe that the projections of bookings that we've made based on a community and commercial basis are quite conservative, nor do we believe a performing arts centre located in a school will have a detrimental impact on the BPAC.

There are a number of constraints associated with performing arts centres that are located in schools, operating commercially due to the amount of policies and procedures schools need to follow.

**Question**

The interest rate on the BPACC loan went from 1.97% to 2.5% I think, what is this increase?

**Response**

**(Mr Mike Archer, CEO)**

I am not aware of the figures you are quoting. We have locked some loans in below 2.5%.

**Question**

Would GMAS be making as much money or charging as much as the BPACC [for their facility]?

**Response**

**(Mayor Grant Henley)**

We haven't seen a development application and are not aware of a business case that has been put to the Anglican Schools Commission, but that is irrelevant given the previous answer.

**Question**

Can you please confirm at what stage the Life Cycle Management Plan document is due given that GMAS and Creative Industries Hub revenue is not being included and how do we get a copy of that document.

**Response**

**(Ms Naomi Searle, Director Community and Commercial Services)**

I will take that on notice.

**Question**

The Council previously confirmed that the revenue from the sale of the Ambergate Land, which was fortunately not resolved to sell, would not be allocated to the BPACC. The business case in January 21, page 68 states that Council has allocated the BPACC as the beneficiary of the proceeds of the sale of land, surplus to the City's requirements. What action is being taken to revise the business case to delete that statement of the BPACC being the beneficiary of proceeds from the sale of land in the future?

**Response****(Mayor Grant Henley)**

There was a resolution of Council in approximately 2014, following an audit of land in the Busselton district which was undertaken to identify land suitable for sale. The resolution at the time stated that proceeds from the sale of land were to go towards a performing arts centre.

The sale of the Ambergate land didn't go ahead, but if it had, part of the officer recommendation would have been that the funds from the sale of land did not go towards the BPACC.

7.4

Mr Gordon Bleechmore**Question**

From my understanding, the CEO made a statement which was contrary to the Council resolution you just referred to. Are you stating that the resolution still stands, where do the Council sit on this?

**Response****(Mayor Grant Henley)**

There was a recommendation in the report on the sale of the Ambergate land, which would have seen the proceeds would go towards another strategic land purchase and not the BPACC.

**Question**

In the conditions [of a extraction license], were officers given the right to place a caveat on the property of Mr Forrest?

**Response****(Ms Lee Reddell, A/Director Planning and Development Services)**

I am not familiar with that development application. We will take that on notice.

**Question**

My understanding is that the resolution Council passes and the conditions resolved on are a direction to staff and staff cannot add further conditions unless it comes back to Council, is that correct?

**Response****(Mayor Grant Henley)**

Other refinements may be applied, for example, a dust management plan to the satisfaction of staff.

**Question**

Recently, City compliance officers entered Mr Forrest extraction site unannounced and uninvited and attempted to stop works. Are City compliance officers allowed to enter a site without approval?

**Response****(Mayor Grant Henley)**

We will take that on notice. It is part of an ongoing investigation.

**Question**

In general terms then?

**Response**

**(Ms Lee Reddell, A/Director Planning and Development Services)**

Authorised officers are permitted to enter the site when undertaking compliance investigations in accordance with the Planning and Development Act.

**Question**

How long do you envisage the peppermint trees at the Weld Theatre will be there for?

**Response**

**(Mr Mike Archer, CEO)**

They are to be removed very shortly.

**Question**

If that's the case, and that was certainly the my expectation, I'm pretty disappointed in the answers that I've received from my earlier questions taken on notice as to why you put plastic around the trees that were going.

**Response**

**(Mr Mike Archer, CEO)**

The decision to proceed with the BPACC was made in November. Until this time the trees were being managed as per normal processes.

**Question**

What is the Council's policy regarding the time for phone calls, emails and questions taken on notice to be answered?

**Response**

**(Ms Sarah Pierson, A/Director Finance and Corporate Services)**

In relation to questions taken on notice, the City's Standing Orders states before the next ordinary meeting.

We will take the rest of that question on notice.

7.5

Mr Don Evill

**Question**

How many car parking bays within the car park will be leased to the Hilton Hotel for exclusive use? Is there no other priority parking for the Hilton?

**Response**

**(Ms Naomi Searle, Director Community and Commercial Services)**

There are 30 bays and the lease fee is \$5000 per annum, increase by CPI each year.

**Response**

**(Mr Mike Archer, CEO)**

There are additional bays adjacent to and behind the Hilton Hotel that will be open to the public.

**Response****(Mayor Grant Henley)**

Not for exclusive use of the Hilton Hotel.

**Question**

Are car park rents calculated with reference to the requirements under the City policy in relation to cash in lieu for carpark contributions.

**Response****(Ms Sarah Pierson, A/Director Finance and Corporate Services)**

The car park fees are calculated with reference to the policy, which assisted in determining what the contribution would be worked out over the life of the agreement. The lease term is over 60 years. \$5000 over 60 years equates to \$300,000, which equates to \$10,000 per car bay.

**Question**

Why is the payment different for different businesses? Others seem to be paying more I'm told.

**Response****(Mr Mike Archer, CEO)**

We use different models for different businesses as per individual negotiations.

**Response****(Ms Lee Reddell, A/Director Planning and Development Services)**

Local Planning Policies are a guiding document and each application is considered on its merits. In this case, the proposed hotel is surrounded by a significant amount of public parking, which contributed to the availability that could potentially be used by the site. 30 car bays was deemed the minimum that would be appropriate for a development of that nature.

It is worth noting that two processes are being applied here, which is the development assessment process, which was determined by the JDAP and then there is the licence agreement which has been negotiated between the City and the hotel providers.

In those negotiations, my understanding is that the car parking policy was referenced in terms of how many bays would be appropriate the policy was used as a reference. They are separate negotiations, separate processes, but the local planning policy was used to inform the rate that was set for the car parking over the life of the lease.

**Question**

Is the Council going to ensure that the 93 car bays from old Target area will be reinstated?

**Response****(Mayor Grant Henley)**

There will be multistorey car par built at that site.

**8. CONFIRMATION AND RECEIPT OF MINUTES****Previous Council Meetings****8.1 Minutes of the Council Meeting held 8 December 2021****COUNCIL DECISION****C2201/001**

Moved Councillor P Carter, seconded Councillor R Paine

**That the Minutes of the Council Meeting held 8 December 2021 be confirmed as a true and correct record.****CARRIED 9/0****Committee Meetings****8.2 Minutes of the Policy and Legislation Committee Meeting held 8 December 2021****COUNCIL DECISION****C2201/002**

Moved Councillor K Cox, seconded Councillor J Richards

**That the Minutes of the Policy and Legislation Committee Meeting held 8 December 2021 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****C2201/003**

Moved Councillor P Cronin, seconded Councillor S Riccelli

**That the Committee and Officer Recommendations in relation to the following agenda items be carried en bloc:**







- 12.1 Policy and Legislation Committee - 8/12/2021 - COUNCIL POLICY REVIEW: RECORDING AND LIVESTREAMING OF COUNCIL PROCEEDINGS AND COMMUNITY ACCESS SESSIONS
- 12.3 Finance Committee - 19/1/2022 - LIST OF PAYMENTS MADE - NOVEMBER 2021
- 12.4 Finance Committee - 19/1/2022 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 30 NOVEMBER 2021
- 12.5 Finance Committee - 19/1/2022 - RATING DEBT COLLECTION
- 17.1 Councillors' Information Bulletin

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



## 12. REPORTS OF COMMITTEE

### 12.1 Policy and Legislation Committee - 8/12/2021 - COUNCIL POLICY REVIEW: RECORDING AND LIVESTREAMING OF COUNCIL PROCEEDINGS AND COMMUNITY ACCESS SESSIONS

<b>STRATEGIC THEME</b>	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.1 Provide opportunities for the community to engage with Council and contribute to decision making.
<b>SUBJECT INDEX</b>	Decision Making Processes
<b>BUSINESS UNIT</b>	Governance Services
<b>REPORTING OFFICER</b>	Governance Coordinator - Emma Heys
<b>AUTHORISING OFFICER</b>	Acting Director, Finance and Corporate Services - Sarah Pierson
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	<p>Attachment A Proposed Amended Council Policy: Recording and Livestreaming of Council Meetings and Community Access Sessions (Tracked)  </p> <p>Attachment B Proposed Amended Council Policy: Recording and Livestreaming of Council Meetings and Community Access Sessions (Clean)  </p> <p>Attachment C Current Policy: Recording and Livestreaming of Council Meetings  </p>

This item was considered by the Policy and Legislation Committee at its meeting on 8/12/2021, the recommendations from which have been included in this report.

#### COUNCIL DECISION

**C2201/004**

Moved Councillor P Cronin, seconded Councillor S Riccelli

**That the Council do not adopt the amended Council policy at this time and request the CEO to return this item for discussion at the Policy and Legislation Committee meeting in February 2022.**

**Reasons:** The Committee recommended further consideration of the parameters and consequences of recording Community Access Sessions and the CEO bring this information to be considered as a general discussion item at a future Policy and Legislation Committee meeting.

**CARRIED 9/0**

**EN BLOC**

#### OFFICER RECOMMENDATION

That the Council adopt the amended Council policy: Recording and Livestreaming of Council Meetings and Community Access Sessions (the Policy) (Attachment A) to replace the current policy (Attachment C).

## EXECUTIVE SUMMARY

This report presents an amended Council policy: Recording and Livestreaming of Council Meetings and Community Access Sessions (the Policy) (Attachment A); amended to incorporate provisions around the audio recording of Community Access Sessions and to increase the time that recordings of Council Meetings are available publicly. Officers recommend it replace the current policy (Attachment C).

## BACKGROUND

The Policy was originally adopted by Council at its Ordinary Meeting on 11 June 2019 (C1906/108), following a request from a member of the public for a copy of a recording of an Ordinary Council Meeting, and pursuant to advice from the Western Australian Local Government Association (WALGA). The review of the policy also considered the recommendations of Mr John Woodhouse's Review of the City of Busselton Governance Systems and Processes conducted in 2017.

The City's *Standing Orders Local Law 2018* (Standing Orders) provides for the Chief Executive Officer to audio record meetings for the purpose of taking minutes. Any such recordings are considered a record under the *State Records Act 2000* and are required to be retained for one year after the minutes are confirmed.

During COVID-19 restrictions at the start of 2020, which limited attendance at Council meetings, the City implemented a process to facilitate remote public access by livestreaming the meetings. Following a briefing to Council on 14 October 2020, officers prepared revisions to the Policy that extended the scope of the Policy to include video recordings and livestreaming of meetings, with the renaming of the Policy to reflect this extension of its scope. The revised Policy was adopted by Council on 11 November 2021 (C2011/001).

## OFFICER COMMENT

With increased requests received from members of the public, and a preference indicated by Councillors for more community transparency and engagement, the City's Community Access Sessions have recently been recorded (audio only) and a link to the recording added to the City's website. Accordingly officers have proposed amendments to the Policy to provide guidance for this practice.

A Community Access Session (CAS) is a more informal forum than a Council meeting and its purpose is to provide a means for the community to present any ideas or ask any questions of Council. There are no decisions made at a CAS and there is no requirement for the CAS to be minuted in any way of recorded. However, there is a growing expectation that the public may access and view a CAS without being in physical attendance, and Council has indicated they are prepared to facilitate this access.

In recommending the Policy amendments to incorporate this officers do have some reservations, and raise them for Council to mindful of. To assist in mitigating some of the concerns, the Policy sets out that, at the discretion of the CEO, CAS may not be recorded in certain circumstances.

**Informal Forum**

Primarily officers are concerned that the public recording of CAS may deter some members of the community from attending CAS and using the forum to discuss issues with Councillors. Officers are also concerned that it may inhibit free discussion. CAS play an important role as a forum for members of the public to speak freely and without concern that their statements can be used against them at a later time.

It is recommended that each member of public who speaks at a CAS is made aware an audio recording is being made. Each person who speaks at a CAS should be given the opportunity to not be recorded and the recording should be ceased should they make that request.

**Defamation**

Section 9.57A of the *Local Government Legislation Amendment Act 2019* (WA) encourages local governments to livestream its proceedings and provides statutory protection for the local government from defamation for publishing Council proceedings on its website. It does not appear that this protection would apply to CAS. Additionally this protection does not extend to the individual who made the comment, however, this is no different to circumstances if the meeting is not broadcast, as it is still deemed to be a statement made in a public forum.

**Recording**

It is also important to emphasise that an audio recording should not be considered as the minutes or a formal record of a CAS. As noted above, the CAS is an informal community meeting and it should be clear that no decision-making takes place and statements made by a Councillor should not be construed as a decision of Council or create any expectation. This can be managed at an operational level with, for example, a written disclaimer on the City's website which states that it is a broadcast only and not a formal record of the meeting. Councillors should however remain aware that their statements are being recorded and made public as an audio recording.

**Statutory Environment**

The audio recording of a CAS would be considered as a "record" under the *State Records Act 2000*, and that the publication and storage of the recording should be treated pursuant to the requirements of this Act.

Officers are comfortable, having received internal advice from the City's Records officers, that the intention to retain the audio record in ECM, with a link to the recording available on the City's website, provides sufficient access to, and storage of, the record to meet the requirements of the *State Records Act*. The file of the recording and its link will be removed or deleted in accordance with the guidelines of the State Records Office.

**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., although officers have noted some concerns above.

**Options**

As an alternative to the proposed recommendation the Council could:

1. Not adopt the amended Policy. If Council chooses to do this, officers will cease the practice of audio recording the CAS.
2. Adopt the Policy with further amendments.

**CONCLUSION**

A revised Policy 'Recording and Livestreaming of Council Meetings and Community Access Sessions' is presented for Council's approval.

**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.

Proposed Amended Council Policy: Recording and  
Livestreaming of Council Meetings and Community Access  
Sessions (Tracked)



## Council Policy

**Council Policy Name:** Recording and Livestreaming of **Council Meetings and Community Access Sessions**

**Responsible Directorate:** Finance and Corporate Services **Version:** AdoptedDRAFT

### 1. PURPOSE

~~1.1. The City of Busselton's Standing Orders Local Law 2018 provides for the Chief Executive Officer to record the proceedings of a meeting for the purpose of taking minutes.~~

~~1.2.1.1. The purpose of this Policy is to outline the City's position with respect to the recording and Livestreaming of Council meetings and audio recording of Community Access Sessions access to the recorded proceedings.~~

### 2. SCOPE

2.1. This Policy is applicable to ~~the Livestreaming and recordings of~~ Council meetings and Community Access Sessions ~~all requests for such recordings.~~

### 3. DEFINITIONS

Term	Meaning
Act	<i>Local Government Act 1995</i>
Livestream	to transmit or receive live video and audio coverage of an event over the internet with the content simultaneously recorded and broadcast in real time to the viewer
Policy	this City of Busselton Council policy titled "Recording and Livestreaming of Council Meetings <u>and Community Access Sessions</u> "

### 4. STRATEGIC CONTEXT

4.1. This Policy links to Strategic Theme 4. LEADERSHIP and specifically the Strategic Priority 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.

### 5. POLICY STATEMENT

#### Council Meetings

5.1. All Ordinary and Special Council meetings will, wherever technically possible, be recorded on an audio device and will be made available by Livestream.

5.2. The primary purpose of recording and Livestreaming Council meetings is to:

- assist in the preparation of the minutes of Council meetings; and
- facilitate increased engagement of the community in the City's decision making processes.

5.3. The official record of the meeting will be the written minutes prepared in accordance with the requirements of the Act and the *Local Government (Administration) Regulations 1996*.

Proposed Amended Council Policy: Recording and  
Livestreaming of Council Meetings and Community Access  
Sessions (Tracked)

- 5.4. Council may resolve to close the meeting to the public in accordance with section 5.23 of the Act. Recording and the Livestream of the meeting will be ceased when the meeting is closed to the public.
- 5.5. Clear signage will be placed in the Council chamber advising members of the public that the meeting will be recorded and Livestreamed.
- 5.6. Other than in accordance with this Policy, a person must not use any recording device or instrument to record the proceedings of a meeting without the written permission of the Presiding Member.
- 5.7. The Presiding Member may rule at any time prior to or during a meeting that the Livestream be stopped.
- 5.8. Recordings of the Livestream of a meeting will be available on the City's YouTube page and / or website ~~until such time as the minutes of that meeting have been confirmed~~ for a period of twelve months.
- ~~5.9.1.1. The City retains copyright over its Livestreaming and recordings of its Council meetings.~~
- ~~5.10.5.9.~~ Members of the public may, by written request to the CEO, purchase a copy of an audio recording of a meeting, with the fee for purchase set out in the City's fees and charges each year.
- ~~5.11.5.10.~~ Members of the public are not entitled to receive a copy of the recording of any part of the meeting that was declared confidential and closed to the public.
- ~~5.12.5.11.~~ Elected Members may request from the CEO an audio recording of a meeting at no charge.
- ~~5.13. All Elected Members are to be notified when requests for recordings have been received.~~

**Community Access Sessions**

- ~~5.12. Subject to paragraph 5.15, Community Access Sessions will be audio recorded and made publicly available on the City's Website.~~
- ~~5.13. At the discretion of the CEO, Community Access Sessions will not be recorded in instances where:~~
- ~~a. a person presenting to Council does not wish to be recorded;~~
  - ~~b. a person presenting to Council fails to extend due courtesy and respect to a Councillor, employee or to another member of the public;~~
  - ~~c. a matter raised is confidential or otherwise considered sensitive and not in the public interest.~~
- ~~5.14. Recordings of Community Access sessions will be available on the City's website for a period of three months.~~
- ~~5.15. Recordings of Community Access Sessions will not be available for purchase by members of the public or in any other way outside of the provisions of paragraph 5.15.~~

**General**

- ~~5.16. The City retains copyright over its Livestreaming and recordings of its Council meetings and Community Access Sessions.~~
- ~~5.14.5.17.~~ Recordings will not be transcribed.
- ~~5.15.5.18.~~ Recordings will be stored and disposed of in accordance with the *State Records Act 2000*.

Proposed Amended Council Policy: Recording and  
Livestreaming of Council Meetings and Community Access  
Sessions (Tracked)

~~5.16.5.19.~~ Under section 9.57A of the Act, the City is not liable for defamation in relation to a matter published on its website as part of a Livestream or recording of a Council meeting or Community Access Session. Elected members and City Officers are not liable in defamation for any statements made in good faith or to which a defence is available under the *Defamation Act 2005*.


## 6. RELATED DOCUMENTATION / LEGISLATION

- 6.1 *City of Busselton Standing Orders Local Law 2018*
- 6.2 *Local Government Act 1995*
- 6.3 *Local Government (Administration) Regulations 1996*
- 6.4 *State Records Act 2000*

## 7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	<del>11 November 2020</del>	Resolution #	<del>C2011/127</del>
Previous Adoption	DATE	<del>11 November 2020</del> <del>26 June 2019</del>	Resolution #	<del>C2011/127</del> <del>C1906/108</del>

Proposed Amended Council Policy: Recording and  
Livestreaming of Council Meetings and Community Access  
Sessions (Clean)



**Council Policy**

**Council Policy Name:** Recording and Livestreaming of Council Meetings and Community Access Sessions

**Responsible Directorate:** Finance and Corporate Services **Version:** DRAFT

**1. PURPOSE**

- 1.1. The purpose of this Policy is to outline the City's position with respect to the recording and Livestreaming of Council meetings and audio recording of Community Access Sessions.

**2. SCOPE**

- 2.1. This Policy is applicable to Council meetings and Community Access Sessions.

**3. DEFINITIONS**

Term	Meaning
Act	<i>Local Government Act 1995</i>
Livestream	to transmit or receive live video and audio coverage of an event over the internet with the content simultaneously recorded and broadcast in real time to the viewer
Policy	this City of Busselton Council policy titled "Recording and Livestreaming of Council Meetings and Community Access Sessions"

**4. STRATEGIC CONTEXT**

- 4.1. This Policy links to Strategic Theme 4. LEADERSHIP and specifically the Strategic Priority 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.

**5. POLICY STATEMENT**

**Council Meetings**

- 5.1. All Ordinary and Special Council meetings will, wherever technically possible, be recorded on an audio device and will be made available by Livestream.
- 5.2. The primary purpose of recording and Livestreaming Council meetings is to:
- assist in the preparation of the minutes of Council meetings; and
  - facilitate increased engagement of the community in the City's decision making processes.
- 5.3. The official record of the meeting will be the written minutes prepared in accordance with the requirements of the Act and the *Local Government (Administration) Regulations 1996*.
- 5.4. Council may resolve to close the meeting to the public in accordance with section 5.23 of the Act. Recording and the Livestream of the meeting will be ceased when the meeting is closed to the public.
- 5.5. Clear signage will be placed in the Council chamber advising members of the public that the meeting will be recorded and Livestreamed.



Proposed Amended Council Policy: Recording and  
Livestreaming of Council Meetings and Community Access  
Sessions (Clean)

- 5.6. Other than in accordance with this Policy, a person must not use any recording device or instrument to record the proceedings of a meeting without the written permission of the Presiding Member.
- 5.7. The Presiding Member may rule at any time prior to or during a meeting that the Livestream be stopped.
- 5.8. Recordings of the Livestream of a meeting will be available on the City's YouTube page and / or website for a period of twelve months.
- 5.9. Members of the public may, by written request to the CEO, purchase a copy of an audio recording of a meeting, with the fee for purchase set out in the City's fees and charges each year.
- 5.10. Members of the public are not entitled to receive a copy of the recording of any part of the meeting that was declared confidential and closed to the public.
- 5.11. Elected Members may request from the CEO an audio recording of a meeting at no charge.

**Community Access Sessions**

- 5.12. Subject to paragraph 5.15, Community Access Sessions will be audio recorded and made publicly available on the City's Website.
- 5.13. At the discretion of the CEO, Community Access Sessions will not be recorded in instances where:
  - a. a person presenting to Council does not wish to be recorded;
  - b. a person presenting to Council fails to extend due courtesy and respect to a Councillor, employee or to another member of the public;
  - c. a matter raised is confidential or otherwise considered sensitive and not in the public interest.
- 5.14. Recordings of Community Access sessions will be available on the City's website for a period of three months.
- 5.15. Recordings of Community Access Sessions will not be available for purchase by members of the public or in any other way outside of the provisions of paragraph 5.15.

**General**

- 5.16. The City retains copyright over its Livestreaming and recordings of its Council meetings and Community Access Sessions.
- 5.17. Recordings will not be transcribed.
- 5.18. Recordings will be stored and disposed of in accordance with the *State Records Act 2000*.
- 5.19. Under section 9.57A of the Act, the City is not liable for defamation in relation to a matter published on its website as part of a Livestream or recording of a Council meeting or Community Access Session. Elected members and City Officers are not liable in defamation for any statements made in good faith or to which a defence is available under the *Defamation Act 2005*.

Proposed Amended Council Policy: Recording and  
Livestreaming of Council Meetings and Community Access  
Sessions (Clean)

**6. RELATED DOCUMENTATION / LEGISLATION**

- 6.1 *City of Busselton Standing Orders Local Law 2018*
- 6.2 *Local Government Act 1995*
- 6.3 *Local Government (Administration) Regulations 1996*
- 6.4 *State Records Act 2000*

**7. REVIEW DETAILS**

Review Frequency		3 yearly		
Council Adoption	DATE		Resolution #	
Previous Adoption	DATE	11 November 2020	Resolution #	C2011/127



**Council Policy**

**Council Policy Name:** Recording and Livestreaming of Meetings

**Responsible Directorate:** Finance and Corporate Services

**Version:** Adopted

## 1. PURPOSE

- 1.1. The City of Busselton's *Standing Orders Local Law 2018* provides for the Chief Executive Officer to record the proceedings of a meeting for the purpose of taking minutes.
- 1.2. The purpose of this Policy is to outline the City's position with respect to the recording and Livestreaming of Council meetings and access to the recorded proceedings.

## 2. SCOPE

- 2.1. This Policy is applicable to the Livestreaming and recordings of Council meetings and all requests for such recordings.

## 3. DEFINITIONS

Term	Meaning
Act	<i>Local Government Act 1995</i>
Livestream	to transmit or receive live video and audio coverage of an event over the internet with the content simultaneously recorded and broadcast in real time to the viewer
Policy	this City of Busselton Council policy titled "Recording and Livestreaming of Council Meetings"

## 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 Priority:
  - a. 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.

## 5. POLICY STATEMENT

- 5.1. All Ordinary and Special Council meetings will, wherever technically possible, be recorded on an audio device and will be made available by Livestream.
- 5.2. The primary purpose of recording and Livestreaming Council meetings is to:
  - a. assist in the preparation of the minutes of Council meetings; and
  - b. facilitate increased engagement of the community in the City's decision making processes.
- 5.3. The official record of the meeting will be the written minutes prepared in accordance with the requirements of the Act and the *Local Government (Administration) Regulations 1996*.
- 5.4. Council may resolve to close the meeting to the public in accordance with section 5.23 of the Act. Recording and the Livestream of the meeting will be ceased when the meeting is closed to the public.

Current Policy: Recording and Livestreaming of Council Meetings

- 5.5. Clear signage will be placed in the Council chamber advising members of the public that the meeting will recorded and Livestreamed.
- 5.6. Other than in accordance with this Policy, a person must not use any recording device or instrument to record the proceedings of a meeting without the written permission of the Presiding Member.
- 5.7. The Presiding Member may rule at any time prior to or during a meeting that the Livestream be stopped.
- 5.8. Recordings of the Livestream of a meeting will be available on the City's YouTube page and / or website until such time as the minutes of that meeting have been confirmed.
- 5.9. The City retains copyright over its Livestreaming and recordings of its Council meetings.
- 5.10. Members of the public may, by written request to the CEO, purchase a copy of an audio recording of a meeting, with the fee for purchase set out in the City's fees and charges each year.
- 5.11. Members of the public are not entitled to receive a copy of the recording of any part of the meeting that was declared confidential and closed to the public.
- 5.12. Elected Members may request from the CEO an audio recording of a meeting at no charge.
- 5.13. All Elected Members are to be notified when requests for recordings have been received.
- 5.14. Recordings will not be transcribed.
- 5.15. Recordings will be stored and disposed of in accordance with the *State Records Act 2000*.
- 5.16. Under section 9.57A of the Act, the City is not liable for defamation in relation to a matter published on its website as part of a Livestream or recording of a Council meeting. Elected members and City Officers are not liable in defamation for any statements made in good faith or to which a defence is available under the *Defamation Act 2005*.


## 6. RELATED DOCUMENTATION / LEGISLATION

- 6.1 *City of Busselton Standing Orders Local Law 2018*
- 6.2 *Local Government Act 1995*
- 6.3 *Local Government (Administration) Regulations 1996*
- 6.4 *State Records Act 2000*

## 7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	11 November 2020	Resolution #	C2011/127
Previous Adoption	DATE	26 June 2019	Resolution #	C1906/108

12.3 Finance Committee - 19/1/2022 - LIST OF PAYMENTS MADE - NOVEMBER 2021

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

This item was considered by the Finance Committee at its meeting on 19/1/2022, the recommendations from which have been included in this report.

**COUNCIL DECISION**

**C2201/005** Moved Councillor P Cronin, seconded Councillor S Riccelli

That the Council notes payment of voucher numbers M119008 – M119050, EF083070 – EF083912, T7578 – T7580, DD004658 – DD004693, as well as payroll payments, together totaling \$8,492,817.32

**CARRIED 9/0**

**EN BLOC**

**EXECUTIVE SUMMARY**

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

**BACKGROUND**

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

**OFFICER COMMENT**

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

**Statutory Environment**

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

**Relevant Plans and Policies**

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

**Financial Implications**

There are no financial implications associated with the officer recommendation.

**Stakeholder Consultation**

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

**Risk Assessment**

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

**Options**

Not applicable.

**CONCLUSION**

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

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not applicable.



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

CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
		<b>8,492,817.32</b>

CHEQUE PAYMENTS NOVEMBER 2021				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
4/11/2021	119013	AMY MOLLOY	REFUND APPLICATION HA20/0119	236.00
15/11/2021	119024	BUSSELTON PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	197.65
4/11/2021	119012	CALLOW'S CORNER NEWS	NEWSAGENCY / STATIONERY SUPPLIES	289.50
30/11/2021	119049	CALLOW'S CORNER NEWS	NEWSAGENCY / STATIONERY SUPPLIES	270.90
15/11/2021	119020	CITY OF BUSSELTON DEPOT - PETTY CASH	PETTY CASH REIMBURSEMENT	100.00
30/11/2021	119045	CITY OF BUSSELTON DEPOT - PETTY CASH	PETTY CASH REIMBURSEMENT	95.00
12/11/2021	119019	COMMISSIONER OF STATE REVENUE	REFUND OF RATE OVERPAYMENT	123.27
11/11/2021	119014	CROWN MELBOURNE	ACCOMMODATION	617.60
30/11/2021	119046	CROWN MELBOURNE	ACCOMMODATION	667.60
15/11/2021	119022	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	654.00
30/11/2021	119048	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	327.00
15/11/2021	119023	DUNSBOROUGH PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	143.80
4/11/2021	119008	DYNASTY CHINESE RESTAURANT	CATERING	401.80
26/11/2021	119030	ELMARI STEYN	ART SALES	10,000.00
12/11/2021	119017	ERIC R DELAPORTE	REFUND OF RATE OVERPAYMENT	800.06
15/11/2021	119027	FRANCES PATRICK ROACH	REFUND OF RATE OVERPAYMENT	2,615.83
30/11/2021	119050	FRED ROSE EXCAVATOR HIRE	EARTHMOVING - DUNSBOROUGH LEACHATE POND	18,876.00
15/11/2021	119021	GEOGRAPHIE LEISURE CENTRE - PETTY CASH	PETTY CASH REIMBURSEMENT	239.76
12/11/2021	119016	GROW WA	REFUND OF HALL & KEY DEPOSITS	300.00
30/11/2021	119042	HOOLEE DOOLEE VARIETY & VALUE	VACATION CARE SUPPLIES	38.00
15/11/2021	119029	JANITA HELEN COTTMAN	REFUND OF RATE OVERPAYMENT	750.00
15/11/2021	119025	KATHERINE AMOUR	REFUND OF HALL & KEY DEPOSITS	100.00
15/11/2021	119028	KENNETH CLARENCE & NOELENE DAWN BELL	REFUND OF RATE OVERPAYMENT	583.18
26/11/2021	119033	KIRRALEA BIRCH	ART SALES	2,500.00
11/11/2021	119015	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	181.30
30/11/2021	119047	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	543.90
26/11/2021	119034	LIESE KNOWLES	ART SALES	500.00
26/11/2021	119040	MANDY WHITE	ART SALES	500.00
15/11/2021	119026	MICHAEL DENNIS HEWITSON BUCKLAND	REFUND OF RATE OVERPAYMENT	1,127.24
26/11/2021	119041	NETTLEY KING	ART SALES	500.00
30/11/2021	119044	OFFICE OF THE CEO - PETTY CASH	PETTY CASH REIMBURSEMENT	430.95
4/11/2021	119011	SHIRE OF DARDANUP	LOCAL GOV'T SERVICES	5,941.95
30/11/2021	119043	TERRY WHITE CHEMIST	FIRST AID SUPPLIES	141.85
12/11/2021	119018	TONY JOHANSEN	REFUND OF APPLICATION	243.00
4/11/2021	119010	VOIDED	REMITTANCE OVERFLOW	0.00
26/11/2021	119031	VOIDED	ART SALES	0.00
26/11/2021	119032	VOIDED	ART SALES	0.00
26/11/2021	119035	VOIDED	ART SALES	0.00
26/11/2021	119036	VOIDED	ART SALES	0.00
26/11/2021	119037	VOIDED	ART SALES	0.00
26/11/2021	119038	VOIDED	ART SALES	0.00
26/11/2021	119039	VOIDED	ART SALES	0.00
4/11/2021	119009	WATER CORPORATION	WATER SERVICES	6,912.56
				<b>57,949.70</b>

EFT PAYMENTS NOVEMBER 2021				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
19/11/2021	83563	A & A KITCHENS (WA)	CARPENTRY SERVICES	8,275.30
19/11/2021	83625	A D COOTE & CO	SHEET METAL WORK	3,071.20
4/11/2021	83133	A1 BOBCATS BUSSELTON	EARTHWORK SERVICES	4,490.75
19/11/2021	83409	A1 BOBCATS BUSSELTON	EARTHWORK SERVICES	8,152.00
19/11/2021	83489	AAA WELDING AND FABRICATION SERVICES	WELDING AND FABRICATION SERVICES	264.00
4/11/2021	83139	ABEC ENVIRONMENTAL CONSULTING PTY LTD	ENVIRONMENTAL CONSULTING	6,572.50
30/11/2021	83748	ABEC ENVIRONMENTAL CONSULTING PTY LTD	ENVIRONMENTAL CONSULTING	1,980.00
4/11/2021	83239	AC FORSTER & SON	PLUMBING SERVICES	485.50
19/11/2021	83583	AC FORSTER & SON	PLUMBING SERVICES	1,597.50
30/11/2021	83715	ACE ANTENNAS BUSSELTON	ANTENNAS FOR WINDERLUP CRT	1,100.00
4/11/2021	83183	ACE CONNECT AND WOMEN OVER WASTE	SUSTAINABILITY EDUCATION SERVICES	825.00
4/11/2021	83256	ACTIV FOUNDATION INC	MAINTENANCE SERVICES	3,341.00
30/11/2021	83862	ACTIV FOUNDATION INC	MAINTENANCE SERVICES	14,698.75
4/11/2021	83095	ACURIX NETWORKS	INTERNET WIFI ACCESS	3,689.13
4/11/2021	83167	ADAM DAVEY	TURF CONSULTANT	2,475.00
25/11/2021	83672	ADAM DAVEY	TURF CONSULTANT	4,620.00
19/11/2021	83452	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS	391.25
30/11/2021	83779	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS	413.78
4/11/2021	83148	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES	3,344.00
19/11/2021	83429	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES	1,645.60
30/11/2021	83760	ADVANCED DRIVEWAY SEALING	MAINTENANCE SERVICES	4,038.00
19/11/2021	83510	AECOA PTY LTD	SOLAR PANELS	385.00
4/11/2021	83161	AERODROME MANAGEMENT SERVICES	AIR SERVICES	7,111.50
11/11/2021	83300	ALICE ALDER	ART SALES & WORKSHOPS	276.00
4/11/2021	83131	ALINTA SALES PTY LTD	ELECTRICITY	1,224.60





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

		CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				<b>8,492,817.32</b>
19/11/2021	83408	ALINTA SALES PTY LTD	ELECTRICITY	83.50
19/11/2021	83492	ALISON BURTON	ART SALES	69.30
30/11/2021	83754	ALLFLOW INDUSTRIAL	MAINTENANCE SERVICES	2,276.95
19/11/2021	83348	ALLMARK & ASSOCIATES PTY LTD	PARKING REQUIREMENTS	583.00
4/11/2021	83156	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	597.30
19/11/2021	83435	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	323.30
30/11/2021	83819	ALVARO BASILIO	REFUND OF BOND	200.00
4/11/2021	83164	AMD AUDIT & ASSURANCE PTY LTD	ACCOUNTANCY SERVICES	1,210.00
19/11/2021	83450	AMD AUDIT & ASSURANCE PTY LTD	ACCOUNTANCY SERVICES	1,320.00
19/11/2021	83616	AMITY SIGNS	SIGNAGE SERVICES	172.15
30/11/2021	83876	ANIMAL CARE EQUIPMENT & SERVICES	ANIMAL SUPPLIES	244.86
30/11/2021	83714	ANNA FOLEY	MANUAL HANDLING SERVICES	450.00
19/11/2021	83507	ANNALIESE HEARD	FACE PAINTING- MITCHELL PARK OPENING	160.00
30/11/2021	83796	AQUATIC RECREATION GROUP	LIFEGUARD TRAINING	780.00
19/11/2021	83440	AQUATIC SERVICES WA PTY LTD	POOL SERVICE AND MAINTENANCE	297.00
19/11/2021	83350	ARBOR GUY	TREE MAINTENANCE SERVICES	6,788.51
4/11/2021	83088	ARBOR GUY	TREE MAINTENANCE SERVICES - BSN TO DUNS DUAL USE PATH	25,162.49
30/11/2021	83700	ARBOR GUY	TREE MAINTENANCE SERVICES - COMMONAGE ROAD	75,570.77
19/11/2021	83345	ARCHIVAL SURVIVAL PTY LTD	LIBRARY RESOURCES	161.04
30/11/2021	83690	ARCUS AUSTRALIA PTY LTD	WIRE ROPE	329.97
19/11/2021	83575	ARROW BRONZE	MEMORIAL PLAQUES SUPPLIER	1,132.96
19/11/2021	83358	ARTISAN GROUP	PAVING SERVICES	4,345.00
4/11/2021	83279	ASB MARKETING PTY LTD	MARKETING SERVICES	1,787.50
19/11/2021	83567	ASHLEY BROCKMAN	LIBRARY RESOURCES	55.00
4/11/2021	83073	ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	227,666.00
18/11/2021	83329	ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	227,999.00
2/12/2021	83906	ATO EFT DEPOSITS TRUST A/C	PAYG TAXATION	230,201.00
19/11/2021	83361	AUSQ TRAINING	TRAINING SERVICES	446.00
30/11/2021	83697	AUSTRALASIAN CEMETERIES AND CREMATORIA ASSOC	CEMETERIES BOARD	286.00
30/11/2021	83840	AUSTRALIA AND NEW ZEALAND RECYCLING PLATFORM	E-WASTE COLLECTION	3,797.20
19/11/2021	83601	AUSTRALIA POST	POSTAL SERVICE	7,397.70
19/11/2021	83336	AUSTRALIAN COASTAL COUNCILS ASSOCIATION	MEMBERSHIP	2,935.97
19/11/2021	83476	AUSTRALIAN COMMUNITY MEDIA	ADVERTISING SERVICES	423.00
4/11/2021	83074	AUSTRALIAN SERVICES UNION	UNION FEES	25.90
18/11/2021	83330	AUSTRALIAN SERVICES UNION	UNION FEES	25.90
2/12/2021	83907	AUSTRALIAN SERVICES UNION	UNION FEES	25.90
19/11/2021	83558	AUTO ONE TRADING PTY LTD	AUTOMOTIVE PARTS	16.87
30/11/2021	83833	AUTO ONE TRADING PTY LTD	AUTOMOTIVE PARTS	2,504.49
19/11/2021	83482	AV TRUCK SERVICES PTY LTD	VEHICLE PARTS & MAINTENANCE	1,588.29
4/11/2021	83106	AZILITY	IT SOFTWARE	988.90
30/11/2021	83723	AZILITY	IT SOFTWARE	988.90
19/11/2021	83479	B MILLMAN	TENNIS COACHING	120.00
11/11/2021	83320	B&B STREET SWEEPING	STREET SWEEPING SERVICE	4,762.87
19/11/2021	83614	B&B STREET SWEEPING	STREET SWEEPING SERVICE	3,762.08
30/11/2021	83867	B&B STREET SWEEPING	STREET SWEEPING SERVICE	350.26
4/11/2021	83260	B&B STREET SWEEPING	STREET SWEEPING SERVICE - BUSSELTON AND DUNSBOROUGH	55,235.42
30/11/2021	83844	B&K MCDONNELL FAMILY TRUST	DELIVERY OF GRANT WORKSHOP	1,401.40
19/11/2021	83502	BARBARA WEEKS	ART SALES	176.00
4/11/2021	83127	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	12,275.13
19/11/2021	83400	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	395.38
30/11/2021	83744	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	7,990.57
19/11/2021	83414	BARRY HESLEWOOD	STAFF REIMBURSEMENT	53.00
19/11/2021	83405	BATTERY WORLD BUNBURY	BATTERIES	511.50
4/11/2021	83288	BAY CABINETS	FURNITURE PRODUCT SUPPLIER	836.00
4/11/2021	83255	BAY SIGNS	SIGNAGE SERVICES	648.80
19/11/2021	83609	BAY SIGNS	SIGNAGE SERVICES	1,337.00
30/11/2021	83733	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE - ACTON PARK RD	16,170.00
19/11/2021	83382	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE - YALLINGUP EROSION WORKS	54,231.30
30/11/2021	83737	BCP CONTRACTORS PTY LTD	EARTHWORKS - FORESHORE EAST REDEVELOPMENT	235,815.74
19/11/2021	83389	BCP CONTRACTORS PTY LTD	EARTHWORKS - KALOORUP RD	46,550.93
19/11/2021	83383	BCP LIQUID WASTE	LIQUID WASTE SERVICES - DUNSBOROUGH POND	10,146.97
11/11/2021	83306	BE INGRAM	CARPENTRY SERVICES	4,825.00
30/11/2021	83797	BE INGRAM	CARPENTRY SERVICES	300.00
4/11/2021	83299	BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	300.00
19/11/2021	83668	BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	300.00
19/11/2021	83468	BEACHSIDE PAINTING SERVICES	PAINTING SERVICES - BSN LIBRARY	1,988.00
30/11/2021	83691	BELMAX FAMILY TRUST T/AS BEYOND SAFETY	PPE SUPPLIES	180.50
30/11/2021	83814	BEN COLMAN	PERSONAL IMPROVEMENT SEMINARS	350.00
19/11/2021	83495	BEN KING	SKATEPARK CONSULTATION	5,499.00
4/11/2021	83266	BENARA NURSERIES	NURSERY SUPPLIES	1,072.92
30/11/2021	83873	BENARA NURSERIES	NURSERY SUPPLIES	804.98
19/11/2021	83622	BENARA NURSERIES	NURSERY SUPPLIES - QUEEN ST	11,132.82
30/11/2021	83711	BENGINEERING TRANSPORT EQUIPMENT	TRUCK REPAIRS	3,630.00
19/11/2021	83380	BENT LOGIC	MEMBERSHIP CARDS - GLC	3,597.00
4/11/2021	83233	BIDFOOD AUSTRALIA LIMITED	GLC KIOSK PURCHASES	229.85





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		CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				<b>8,492,817.32</b>
19/11/2021	83570	BING TECHNOLOGIES PTY LTD	MAILING SERVICES	206.70
4/11/2021	83206	BIO SOIL SOLUTIONS	LIQUID SOIL SOLUTIONS	660.00
19/11/2021	83504	BIO SOIL SOLUTIONS	LIQUID SOIL SOLUTIONS	2,244.00
30/11/2021	83802	BISTRO BRETON	BARISTA COURSES	880.00
19/11/2021	83518	BLANCHE JANKS	BJTP REFUND	60.00
4/11/2021	83237	BOC LIMITED	GAS SERVICES	1,534.39
19/11/2021	83580	BOC LIMITED	GAS SERVICES	2,468.40
30/11/2021	83849	BOC LIMITED	GAS SERVICES	1,344.82
19/11/2021	83511	BOLINDA DIGITAL PTY LTD	LIBRARY RESOURCES	1,460.97
19/11/2021	83531	BONNIE WILKINSON	BOND REFUND	1,480.00
4/11/2021	83157	BP AUSTRALIA PTY LTD	CONSTRUCTION OF JET FUEL FACILITY	287.08
4/11/2021	83093	BR & ND GLOVER	TLING SERVICES	748.00
11/11/2021	83308	BRETT TITTERTON ELECTRICAL AND AIR CONDITIONING	ELECTRICAL SERVICES	145.00
19/11/2021	83498	BRETT TITTERTON ELECTRICAL AND AIR CONDITIONING	ELECTRICAL SERVICES	1,793.62
30/11/2021	83805	BRETT TITTERTON ELECTRICAL AND AIR CONDITIONING	ELECTRICAL SERVICES	487.75
30/11/2021	83898	BRIAN FISHER FABRICATIONS	GUARDRAIL REPAIR STRELLY ST BRIDGE	10,329.00
19/11/2021	83356	BRIDGESTONE	TYRE SERVICES	27.50
30/11/2021	83705	BRIDGESTONE	TYRE SERVICES	585.64
4/11/2021	83282	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	28,063.75
19/11/2021	83644	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	2,091.49
30/11/2021	83885	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	2,216.06
4/11/2021	83263	BSEWA	ELECTRICAL SERVICES	11,673.23
25/11/2021	83679	BSEWA	ELECTRICAL SERVICES	5,683.22
30/11/2021	83870	BSEWA	ELECTRICAL SERVICES - FREYCINET DR	16,223.37
19/11/2021	83618	BSEWA	ELECTRICAL SERVICES - XMAS LIGHT GLOBES	21,874.99
4/11/2021	83225	BUILDING BUSSELTON TOWN TEAM INC	DONATION- MITCHELL PARK OPENING	300.00
4/11/2021	83220	BUILDING SUPPLIES AND HIRE	BUILDING SUPPLIES	210.09
19/11/2021	83555	BUILDING SUPPLIES AND HIRE	BUILDING SUPPLIES	397.72
30/11/2021	83830	BUILDING SUPPLIES AND HIRE	BUILDING SUPPLIES	158.92
4/11/2021	83264	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	145.09
19/11/2021	83620	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	2,169.81
30/11/2021	83871	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	1,492.29
19/11/2021	83401	BUSSELTON AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	1,128.40
30/11/2021	83745	BUSSELTON AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	639.84
4/11/2021	83096	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	784.46
30/11/2021	83709	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	1,740.18
19/11/2021	83581	BUSSELTON BRASS INC.	ENTERTAINMENT SERVICES - MITCHELL PARK OPENING	500.00
4/11/2021	83221	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	955.46
19/11/2021	83556	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	700.36
30/11/2021	83831	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	116.23
19/11/2021	83630	BUSSELTON CHAMBER OF COMMERCE AND INDUSTRIES	MEMBERSHIP	11,000.00
19/11/2021	83552	BUSSELTON DUNSBOROUGH ENVIRONMENT CENTRE	GRANT - FOREST PLANTING	1,980.00
30/11/2021	83866	BUSSELTON FLORIST BUSSELTON	WREATH - REMEMBRANCE DAY AND CLIFF AVERY FUNERAL	165.00
4/11/2021	83270	BUSSELTON HORSE & PONY CLUB	DONATION	10,000.00
19/11/2021	83342	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	2,685.31
30/11/2021	83694	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	117.13
19/11/2021	83632	BUSSELTON JETTY INC.	DONATION	148.00
19/11/2021	83640	BUSSELTON KART CLUB	MINOR GRANT	3,000.00
19/11/2021	83472	BUSSELTON LOCAL ORGANISING COMMITTEE INC	IRONMAN 2021	10,000.00
4/11/2021	83091	BUSSELTON LOCKSMITH	SECURITY SUPPLIES	503.25
19/11/2021	83355	BUSSELTON LOCKSMITH	SECURITY SUPPLIES	165.00
19/11/2021	83339	BUSSELTON MARGARET RIVER CRICKET ASSOC	NCC REFUND	100.00
30/11/2021	83750	BUSSELTON MOTORCYCLES BUSSELTON	VEHICLE PURCHASES / SERVICES / PARTS	24.95
19/11/2021	83599	BUSSELTON MOTORS	VEHICLE PURCHASES / SERVICES / PARTS	1,331.76
4/11/2021	83258	BUSSELTON MULTI SERVICE	ENGRAVING SERVICES	379.50
4/11/2021	83257	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	2,579.50
30/11/2021	83863	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	264.00
4/11/2021	83267	BUSSELTON REFRIGERATION & AIRCONITIONING	REFRIGERATION/AIR CONDITIONING SERVICES	1,034.00
11/11/2021	83319	BUSSELTON SENIOR CITIZENS CENTRE	QUARTERLY DONATION PAYMENT	24,772.34
4/11/2021	83268	BUSSELTON STATE EMERGENCY SERVICE	PETTY CASH REIMBURSEMENT	69.99
19/11/2021	83549	BUSSELTON SUBIE SERVICE	AUTOMOTIVE SERVICE AND REPAIR	1,053.90
19/11/2021	83604	BUSSELTON TELEPHONES & TECHNOLOGY	COMMUNICATION SERVICES	49.95
19/11/2021	83578	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	689.20
30/11/2021	83847	BUSSELTON TOYOTA BUSSELTON	VEHICLE PURCHASES / SERVICES / PARTS	135.65
30/11/2021	83859	BUSSELTON UPHOLSTERERS	VEHICLE PURCHASES / SERVICES / PARTS	22.00
4/11/2021	83236	BUSSELTON WATER	WATER SERVICES	659.84
11/11/2021	83316	BUSSELTON WATER	WATER SERVICES	86,299.01
19/11/2021	83579	BUSSELTON WATER	WATER SERVICES	2,460.30
25/11/2021	83678	BUSSELTON WATER	WATER SERVICES	618.65
19/11/2021	83543	BUSSELTON WOODTURNERS ASSOCIATION	DONATION	600.00
19/11/2021	83427	BUTETIMES PTY LTD T/AS FIRESTATION	VOUCHERS FOR WINTER SPORT COMPS	600.00
4/11/2021	83166	CAMPBELLS	GLC KIOSK PURCHASES	1,023.39
19/11/2021	83662	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	25.90
30/11/2021	83899	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	37.85
19/11/2021	83415	CAPE SHADES PTY LTD	RE INSTALL SHADE SAILS	6,490.00



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		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				<b>8,492,817.32</b>
19/11/2021	83659	CAPEL TRANSPORT	COURIER SERVICES	244.86
19/11/2021	83629	CARDNO (WA) PTY LTD	CONSULTANCY SERVICES	10,450.00
19/11/2021	83496	CAROL MULHEARN	ART SALES	340.80
19/11/2021	83526	CATHERINE HALL	BJTP REFUND	100.00
4/11/2021	83177	CB TRAFFICE MANAGEMENT	TRAFFIC MANAGEMENT SERVICES	14,750.35
11/11/2021	83303	CB TRAFFICE MANAGEMENT	TRAFFIC MANAGEMENT SERVICES	5,829.88
19/11/2021	83458	CB TRAFFICE MANAGEMENT	TRAFFIC MANAGEMENT SERVICES	5,053.41
25/11/2021	83673	CB TRAFFICE MANAGEMENT	TRAFFIC MANAGEMENT SERVICES	19,254.46
30/11/2021	83783	CB TRAFFICE MANAGEMENT	TRAFFIC MANAGEMENT SERVICES	4,624.54
19/11/2021	83516	CHANTELL MCNAMARA	BJTP REFUND	431.00
19/11/2021	83505	CHEKRITE ASIA PACIFIC PTY LTD	SOFTWARE SYSTEM AND PROFESSIONAL SERVICES	548.90
19/11/2021	83466	CHLOE ABLA STUDIOS	ART SALES	109.90
4/11/2021	83212	CHRIS GODFREY	BJTP REFUND	125.00
19/11/2021	83373	CHRIS SHEEDY PANEL & PAINT	PANEL REPAIRS & REPLACEMENT	1,000.00
19/11/2021	83473	CHRISEA DESIGNS	ART SALES	133.00
19/11/2021	83497	CHRISTINE CRESSWELL	ART SALES	8.40
19/11/2021	83417	CHRISTINE SEATORY	ART SALES	4.20
4/11/2021	83272	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES	3,687.96
19/11/2021	83626	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES	117.70
30/11/2021	83877	CHUBB FIRE SAFETY	FIRE EQUIPMENT SERVICES	1,056.00
19/11/2021	83649	CITY AND REGIONAL FUELS	FUEL SERVICES	4,051.61
4/11/2021	83076	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION	4,894.74
18/11/2021	83332	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION	4,878.74
2/12/2021	83909	CITY OF BUSSELTON	PAYROLL DEDUCTIONS REALLOCATION	4,881.44
4/11/2021	83071	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,874.18
18/11/2021	83327	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,874.18
2/12/2021	83904	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,874.18
4/11/2021	83072	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	186.00
18/11/2021	83328	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	186.00
2/12/2021	83905	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	192.00
4/11/2021	83078	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	218.00
18/11/2021	83334	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	212.00
2/12/2021	83911	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	208.00
4/11/2021	83100	CIVIL/STRUCTURAL CONSULTING PTY LTD	STRUCTURAL INSPECTIONS	10,375.20
19/11/2021	83547	CLAIRE KASTELAN	ART SALES	6.30
4/11/2021	83277	CLEANAWAY	WASTE MANAGEMENT SERVICES - KERBSIDE RECYCLING	98,657.20
19/11/2021	83638	CLEANAWAY	WASTE MANAGEMENT SERVICES - KERBSIDE RECYCLING	100,696.16
30/11/2021	83882	CLEANAWAY	WASTE MANAGEMENT SERVICES - KERBSIDE RECYCLING	3,309.86
19/11/2021	83595	CLEANAWAY OPERATIONS PTY LTD	MAINTENANCE PARTS WASHER	807.71
19/11/2021	83416	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	41,431.02
4/11/2021	83082	CLEVERPATCH	VACATION CARE SUPPLIES	246.53
30/11/2021	83735	CLOUTZ EVENT HIRE	BOUNCY CASTLE - MITCHELL PARK OPENING	1,538.97
30/11/2021	83758	COATES CIVIL CONSULTING P/L	CIVIL ENGINEERING CONSULTING SERVICES - WILDWOOD RD	8,646.00
4/11/2021	83283	COCA-COLA AMATIL	GLC KIOSK PURCHASES	1,285.65
19/11/2021	83645	COCA-COLA AMATIL	GLC KIOSK PURCHASES	1,255.97
4/11/2021	83117	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	398.61
11/11/2021	83301	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	390.90
19/11/2021	83387	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	854.06
25/11/2021	83669	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	100.95
30/11/2021	83736	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	254.15
30/11/2021	83824	COMBINED CHURCHES OF BUSSELTON	DONATION	725.00
4/11/2021	83208	COME. GRAZE. SOUTHWEST	CATERING FOOD SERVICES	438.00
19/11/2021	83363	COMPLETE PORTABLES	PORTABLE TOILET HIRE	712.25
30/11/2021	83713	COMPLETE PORTABLES	PORTABLE TOILET HIRE	1,146.75
4/11/2021	83153	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER	2,345.30
30/11/2021	83780	CONNECTIVA PTY LTD	BIN SENSOR BATTERY	22.00
4/11/2021	83211	CONSTRUCTION SCIENCES PTY LTD	MATERIALS TESTING	780.78
19/11/2021	83512	CONSTRUCTION SCIENCES PTY LTD	MATERIALS TESTING	973.28
30/11/2021	83812	CONSTRUCTION SCIENCES PTY LTD	MATERIALS TESTING	2,023.56
4/11/2021	83205	CONSULT DIRECT	CLEANING EQUIPMENT AND SERVICES	1,593.87
30/11/2021	83726	CORNERSTONE CHURCH OF CHRIST INC	GRANT - CAROLS BY THE JETTY	3,300.00
30/11/2021	83749	CORSIGN WA PTY LTD	SIGNAGE	3,566.20
4/11/2021	83196	CR. J BARRETT-LENNARD	COUNCILLOR PAYMENT	1,542.04
4/11/2021	83126	CR. P CARTER	COUNCILLOR PAYMENT	3,786.88
4/11/2021	83195	CR. SUSAN RICCELLI	COUNCILLOR PAYMENT	2,987.72
19/11/2021	83639	CRACKPOTS	STINGER NET SUPPLIER	372.00
4/11/2021	83099	CRANEFORD PLUMBING PTY LTD	PLUMBING SERVICES	12,254.08
19/11/2021	83369	CRANEFORD PLUMBING PTY LTD	PLUMBING SERVICES	12,766.36
30/11/2021	83718	CRANEFORD PLUMBING PTY LTD	PLUMBING SERVICES	11,965.78
19/11/2021	83449	CREATE IN PROCESS	CHILDREN ART WORKSHOPS	70.00
4/11/2021	83207	CREATIVE HEART COUNSELLING	ARTIST WORKSHOP	1,760.00
4/11/2021	83281	CROSS SECURITY SERVICES	SECURITY SERVICES	220.00
19/11/2021	83643	CROSS SECURITY SERVICES	SECURITY SERVICES	3,872.22
19/11/2021	83460	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS	3,498.50
30/11/2021	83784	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS	820.15



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		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				<b>8,492,817.32</b>
4/11/2021	83077	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS	746.51
18/11/2021	83333	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS	746.51
2/12/2021	83910	CSA OFFICIAL RECEIPTS ACCOUNT	SALARY DEDUCTIONS	746.51
4/11/2021	83213	D & A ELLIOT	BJTP REFUND	60.00
19/11/2021	83576	D AGOSTINO + LUFF PTY LTD	ARCHITECTURAL SERVICES	16,500.00
4/11/2021	83113	D MCKENZIE T/A LITORIA ECOSERVICES	CONSULTANCY SERVICES	14,696.00
19/11/2021	83385	D MCKENZIE T/A LITORIA ECOSERVICES	CONSULTANCY SERVICES	3,465.00
11/11/2021	83309	DANIEL FRITCHLEY	DRAFTING SERVICES	3,542.00
19/11/2021	83509	DANIEL FRITCHLEY	DRAFTING SERVICES	3,696.00
25/11/2021	83675	DARREN LEE	FOOD- PICKLED OCTOPUS AND LIVE OYSTERS	173.95
30/11/2021	83778	DARRYL AND LEONIE STEAD	WATER CHARGES REIMBURSEMENT	80.05
19/11/2021	83337	DATA 3 LIMITED	COMPUTER SOFTWARE SUPPLIER	34,824.04
30/11/2021	83688	DATA 3 LIMITED	COMPUTER SOFTWARE SUPPLIER	218,941.49
30/11/2021	83821	DAVID DYSON	BOND REFUND	600.00
30/11/2021	83741	DAVID GOODWIN	STAFF REIMBURSEMENT	46.80
4/11/2021	83238	DAVID GRAY & CO	GARBAGE BINS & PARTS SUPPLIER	3,810.40
19/11/2021	83582	DAVID GRAY & CO	GARBAGE BINS & PARTS SUPPLIER	2,807.20
4/11/2021	83271	DAVID MIDWATERS ELECTRICAL	MAINTENANCE SERVICES	3,691.40
19/11/2021	83624	DAVID MIDWATERS ELECTRICAL	MAINTENANCE SERVICES	3,126.92
30/11/2021	83875	DAVID MIDWATERS ELECTRICAL	MAINTENANCE SERVICES	3,437.52
30/11/2021	83895	DAVID RUSSELL	STAFF REIMBURSEMENT	129.19
30/11/2021	83842	DB SJ & WM BUTTERLY	CIVIL MAINTENANCE BOND REFUND	16,839.00
4/11/2021	83155	DDL AUSTRALIA PTY LTD	IT EDUCATION AND TRAINING	990.00
19/11/2021	83534	DEBRA HOCKING	BOND REFUND	200.00
4/11/2021	83219	DEFINITIVE BUSINESS SOLUTIONS PTY LTD	RESTRAINT FITTINGS	330.00
19/11/2021	83548	DEFINITIVE BUSINESS SOLUTIONS PTY LTD	RESTRAINT FITTINGS	660.00
4/11/2021	83295	DELL AUSTRALIA PTY LIMITED	COMPUTER EQUIPMENT SUPPLIER	921.80
30/11/2021	83791	DELNORTH PTY LTD	STEEL GUIDE POST SUPPLIER	3,596.23
4/11/2021	83132	DENADA SURVEYS PTY LTD	SURVEYING SERVICES	9,537.00
19/11/2021	83353	DENISE SANBROOK	ART SALES	4.20
4/11/2021	83085	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	DEVELOPMENT ASSESSMENT PANEL PAYMENT	245.00
30/11/2021	83696	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	DEVELOPMENT ASSESSMENT PANEL PAYMENT	10,122.00
19/11/2021	83352	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	205.00
4/11/2021	83145	DEPARTMENT OF WATER AND ENVIRONMENT	ENVIRONMENTAL SERVICES	6,496.00
30/11/2021	83810	DEPT LOCAL GOVT, SPORT & CULTURAL INDUSTRIES	LOCAL GOVERNMENT STANDARDS PANEL EXPENSES	2,112.71
4/11/2021	83228	DIABETES WA	BOND REFUND	48.00
30/11/2021	83837	DIABETES WA	BOND REFUND	48.00
4/11/2021	83087	DISPLAY MASTER AUSTRALIA	DISPLAY EQUIPMENT	1,120.90
30/11/2021	83811	DOOR HARDWARE SOLUTIONS	HARDWARE SUPPLIES	59.40
19/11/2021	83431	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS	1,594.26
30/11/2021	83763	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS	1,324.99
19/11/2021	83535	DOUGLAS COONEY	BOND REFUND	200.00
4/11/2021	83135	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	5,506.05
19/11/2021	83410	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	880.40
30/11/2021	83746	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	1,754.80
4/11/2021	83252	DOWN SOUTH TURF	TURF SERVICES	2,500.00
19/11/2021	83357	DS SADDLETON	ART SALES	10.50
19/11/2021	83438	DSI FENCING & GATES	FENCING SERVICES	4,400.00
19/11/2021	83422	DUNS & DIST. WATER CARTAGE	WATER CARTAGE SERVICES	462.00
19/11/2021	83610	DUNSBOROUGH & DISTRICT COUNTRY CLUB	GRANT FUNDING	165.00
30/11/2021	83896	DUNSBOROUGH BAY YACHT CLUB	CAPS FUNDING	9,900.00
25/11/2021	83683	DUNSBOROUGH BAY YACHT CLUB	LOAN 223 PROCEEDS	25,000.00
4/11/2021	83108	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	79.20
30/11/2021	83725	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	315.20
19/11/2021	83370	DUNSBOROUGH HOLDINGS	ACCOMMODATION	350.00
19/11/2021	83542	DUNSBOROUGH PRIMARY SCHOOL	DONATION	100.00
30/11/2021	83730	DYMOCKS BUSSELTION	LIBRARY RESOURCES	2,190.63
4/11/2021	83198	E & P CRONIN	COUNCILLOR PAYMENTS	2,987.72
19/11/2021	83464	EARTH AND STONE WA	EARTHWORKS - GEO BAY RD AND SHADYS CARPARK, EAGLE BAY	42,223.50
4/11/2021	83186	EARTH AND STONE WA	FOOTPATHS MAINTENANCE	9,240.00
4/11/2021	83128	ECHO FIELD PTY LTD	BUSH FIRE INSPECTION WORKS/WEED CONTROL	17,467.45
19/11/2021	83402	ECHO FIELD PTY LTD	BUSH FIRE INSPECTION WORKS/WEED CONTROL	15,878.24
4/11/2021	83121	EF DAY & SN WILLIAMS	MAINTENANCE SERVICES	3,080.00
19/11/2021	83391	EF DAY & SN WILLIAMS	MAINTENANCE SERVICES	3,320.00
19/11/2021	83442	EIS CONTROL PTY LTD	ELECTRICAL SERVICES	5,854.75
30/11/2021	83771	EIS CONTROL PTY LTD	ELECTRICAL SERVICES	549.78
4/11/2021	83197	EJ & KM COX	COUNCILLOR PAYMENTS	2,987.72
19/11/2021	83419	ELAMOORE NATURAL SOAPS & COSMETICS PTY LTD	ART SALES	54.60
11/11/2021	83317	ELECTRICITY NETWORKS CORPORATION	ELECTRICAL SERVICES	10,476.00
4/11/2021	83265	ELLENBY TREE FARM PTY LTD	NURSERY SUPPLIES	10,032.00
4/11/2021	83080	ELLIOTTS IRRIGATION PTY LTD	IRRIGATION SERVICES	5,608.90
19/11/2021	83545	ELZA FOUCHE ARTIST	ART SALES	65.80
4/11/2021	83130	EMMA HEYS	STAFF REIMBURSEMENT	1,500.00
30/11/2021	83772	ENABLE	DONATION	700.00
19/11/2021	83536	ENTREPRENEURIAL BUSINESS SCHOOL	CANCELLED CHQ	0.00





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CHEQUE PAYMENTS		CHEQUE # 119008 - 119050	57,949.70
ELECTRONIC TRANSFER PAYMENTS		EFT83070 - EFT83912	5,818,166.39
TRUST ACCOUNT		TRUST ACCOUNT # 7578- 7580	71,365.26
PAYROLL PAYMENTS		01.11.21 - 30.11.21	2,414,929.38
INTERNAL PAYMENT VOUCHERS		DD004658 - DD004693	130,406.59
			<b>8,492,817.32</b>
30/11/2021	83818	ENTREPRENEURIAL BUSINESS SCHOOL	1,047.75
4/11/2021	83097	ENVIRONEX INTERNATIONAL PTY LTD	2,029.57
30/11/2021	83712	ENVIRONEX INTERNATIONAL PTY LTD	2,036.30
30/11/2021	83687	ENVIRONMENTAL HEALTH AUSTRALIA	270.00
19/11/2021	83445	ESPLANADE HOTEL	200.00
30/11/2021	83774	ESPLANADE HOTEL	250.00
19/11/2021	83423	ESPRESSO ESSENTIAL (WA) PTY LTD	278.73
19/11/2021	83376	EVERGREEN HOLDINGS PTY LTD	73.18
30/11/2021	83722	EVERGREEN HOLDINGS PTY LTD	186.13
4/11/2021	83278	EVERYDAY POTTED PLANTS	484.00
19/11/2021	83432	EWS AUSTRALIA PTY LTD	2,068.00
11/11/2021	83307	FAIRTEL PTY LTD	173.98
19/11/2021	83446	FASSOM PTY LTD	197.69
19/11/2021	83490	FAT RED BIRD DESIGNS	80.00
30/11/2021	83800	FAT RED BIRD DESIGNS	700.00
19/11/2021	83493	FISKE ADVERTISING PTY LTD	2,374.82
4/11/2021	83081	FITNESS AUSTRALIA	750.00
19/11/2021	83522	FLOORA DE WIT	60.00
19/11/2021	83381	FOUNDER ENTERPRISES PTY LTD T/AS FORTUS	5,197.85
19/11/2021	83538	FRANK BENNETT	200.00
4/11/2021	83147	FRESH AS	157.80
19/11/2021	83428	FRESH AS	265.80
30/11/2021	83759	FRESH AS	128.50
4/11/2021	83168	FRIDA BYLES	62.95
19/11/2021	83347	FULTON HOGAN INDUSTRIES PTY LTD	772.43
30/11/2021	83827	GANNAWAYS CHARTER AND TOURS	2,345.00
4/11/2021	83215	GARRY & LYN OLIVER	348.00
4/11/2021	83086	GASTECH AUSTRALIA PTY LTD	242.00
4/11/2021	83240	GEMI PTY LTD	3,138.52
19/11/2021	83480	GEO ORGANICS	225.00
4/11/2021	83143	GEOBOX PTY LTD	118.80
19/11/2021	83424	GEOBOX PTY LTD	1,729.20
19/11/2021	83517	GEOFFREY BUTLER	60.00
30/11/2021	83888	GEOGRAPHE CAMPING AND TACKLE WORLD	249.75
19/11/2021	83636	GEOGRAPHE EDUCATION SUPPORT CENTRE	300.00
19/11/2021	83362	GEOGRAPHE FORD	55,718.04
4/11/2021	83246	GEOGRAPHE PETROLEUM	24,043.02
19/11/2021	83594	GEOGRAPHE PETROLEUM	15,303.81
30/11/2021	83886	GEOGRAPHE PRIMARY SCHOOL	100.00
4/11/2021	83285	GEOGRAPHE SAWS AND MOWERS	1,055.80
19/11/2021	83648	GEOGRAPHE SAWS AND MOWERS	6,091.80
30/11/2021	83890	GEOGRAPHE SAWS AND MOWERS	126.00
19/11/2021	83584	GEOGRAPHE TIMBER & HARDWARE	757.15
19/11/2021	83411	GEOGRAPHE UNDERGROUND SERVICES	24,640.00
30/11/2021	83887	GEORGIANA MOLLOY ANGLICAN SCHOOL	300.00
30/11/2021	83848	GILS MOWING BUSSELTION	1,320.00
4/11/2021	83136	GLORIA HILL	400.00
4/11/2021	83169	GOLDCORP AUSTRALIA	258.50
4/11/2021	83103	GRACE RECORDS MANAGEMENT (AUSTRALIA) PTY LTD	191.13
19/11/2021	83407	GRAHAM BAILEY	38.65
4/11/2021	83083	GRANT HENLEY	11,184.38
30/11/2021	83695	GRANT HENLEY	477.93
19/11/2021	83647	GRASSIAS TURF MANAGEMENT	8,800.00
30/11/2021	83710	GREY GOLD CONSTRUCTIONS	38,500.00
19/11/2021	83506	GT BRAKE & CLUTCH REPAIRS	123.20
30/11/2021	83892	GUMPTION PTY LTD	4,000.00
4/11/2021	83089	HALIFAX CRANE HIRE PTY LTD	4,715.70
11/11/2021	83311	HALL & WILCOX	80.00
19/11/2021	83444	HANCOCK MEMORIALS	715.00
4/11/2021	83242	HANSON CONSTRUCTION MATERIALS PTY LTD	2,466.07
19/11/2021	83590	HANSON CONSTRUCTION MATERIALS PTY LTD	881.98
30/11/2021	83854	HANSON CONSTRUCTION MATERIALS PTY LTD	561.77
4/11/2021	83171	HARBECKS TRANSPORT	38,911.55
19/11/2021	83453	HARBECKS TRANSPORT	16,864.65
30/11/2021	83841	HARVEY NORMAN BUSSELTION	2,716.00
4/11/2021	83112	HEALTHSCOPE MEDICAL CENTRES	159.50
19/11/2021	83433	HELEN READING	5.60
19/11/2021	83459	HIFX LIMITED CLIENT SECURITY TRUST ACC	70.00
30/11/2021	83790	HILLZEEZ DOWN SOUTH SURF SHOP	159.60
30/11/2021	83838	HIMAC ATTACHMENTS	2,198.90
19/11/2021	83663	HIP POCKET WORKWEAR	846.49
30/11/2021	83900	HIP POCKET WORKWEAR	1,780.20
4/11/2021	83244	HOLCIM	738.76
19/11/2021	83592	HOLCIM	445.50
30/11/2021	83855	HOLCIM	5,481.08



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		CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				<b>8,492,817.32</b>
4/11/2021	83209	HOWSON MANAGEMENT	ENGINEERING PROJECT MANAGEMENT	4,807.00
25/11/2021	83674	HOWSON MANAGEMENT	ENGINEERING PROJECT MANAGEMENT	3,971.00
19/11/2021	83454	ILLION AUSTRALIA PTY LTD	TENDER ADVERTISING AND MANAGEMENT	630.10
25/11/2021	83684	INDUSTRIAL ROADPAVERS (WA) PTY LTD	CIVIL AND LANDSCAPING WORKS - BUSSELTON HOSPITAL	31,240.74
4/11/2021	83138	INNERSPACE COMMERCIAL INTERIORS	OFFICE FURNITURE - 4 X SIT STAND DESKS DEPOT	14,582.70
19/11/2021	83491	INSTANT PRODUCTS HIRE	PUBLIC ABULTIONS HIRE AND SALES	2,522.80
19/11/2021	83437	INTERFIRE AGENCIES PTY LTD	FIRE, SAFETY, EMERGENCY EQUIPMENT	1,572.53
30/11/2021	83732	INVARION RAPIDPLAN PTY LTD	SOFTWARE LICENCES	412.50
30/11/2021	83728	INVASIVE SPECIES PTY LTD	FOX BAITING	682.00
4/11/2021	83224	IPEC PTY LTD	COURIER SERVICES	65.92
11/11/2021	83312	IPEC PTY LTD	COURIER SERVICES	374.27
19/11/2021	83565	IPEC PTY LTD	COURIER SERVICES	75.78
25/11/2021	83676	IPEC PTY LTD	COURIER SERVICES	28.47
30/11/2021	83835	IPEC PTY LTD	COURIER SERVICES	200.72
30/11/2021	83872	IPWEA	MEMBERSHIP	441.82
19/11/2021	83364	IRONMAN AUSTRALIA	EVENT SERVICES	154,000.00
19/11/2021	83478	IW PROJECTS PTY LTD	WASTE MANAGEMENT CONSULTANTS	13,098.47
4/11/2021	83229	J & JHF PORTER	ENTERTAINMENT SERVICES	200.00
4/11/2021	83105	JACQUELINE HAPP	STAFF REIMBURSEMENT	69.00
4/11/2021	83193	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	1,038.16
19/11/2021	83477	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	700.40
30/11/2021	83793	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	110.86
19/11/2021	83499	JANE LAZIC	ART SALES	64.00
4/11/2021	83276	JANINE ERIKSSON	TOWN PLANNING SERVICES	3,843.00
4/11/2021	83291	JANINE SHERIDAN	STAFF REIMBURSEMENT	123.50
19/11/2021	83586	JASON SIGNMAKERS	SIGNAGE SUPPLIES	1,655.81
30/11/2021	83767	JAZZ ATTACK DANCE STUDIO	DONATION	200.00
4/11/2021	83152	JDM EARTHWORKS	PLANT HIRE & EQUIPMENT SERVICES - DUNSBOROUGH LEACHATE	29,804.50
19/11/2021	83434	JDM EARTHWORKS	PLANT HIRE & EQUIPMENT SERVICES - DUNSBOROUGH LEACHATE	17,954.75
19/11/2021	83418	JENNIFER BROWN	ART SALES	36.00
19/11/2021	83529	JENNY POLLEY	BJTP REFUND	164.00
19/11/2021	83527	JESS BREEN	BJTP REFUND	60.00
4/11/2021	83192	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	332.00
11/11/2021	83305	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	978.00
19/11/2021	83475	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	794.00
30/11/2021	83792	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	1,601.00
4/11/2021	83110	JIMS FIRST	HARDWARE SUPPLIES	59.40
30/11/2021	83731	JIMS FIRST	HARDWARE SUPPLIES	2.88
30/11/2021	83702	JL CRUMMEY T/A FIRST CLASS TRAINING	WORD AND EXCEL TRAINING	4,425.00
19/11/2021	83519	JOANNE KENNY	BJTP REFUND	60.00
4/11/2021	83232	JODIE RICHARDS	COUNCILLOR PAYMENT	1,252.92
30/11/2021	83717	JOHN STRICKLAND	PA EQUIPMENT HIRE - BMRA OPEN DAY	1,342.00
30/11/2021	83743	JONES MARINE SERVICES SOUTHWEST	BEACH ENCLOSURE MAINTENANCE	1,155.00
30/11/2021	83829	JOSH FOLEY	CARPENTRY AND BUILDING MAINTENANCE	6,311.64
4/11/2021	83231	JSF D'ESPEISSIS & AJ D'ESPEISSIS	CANCELLED CHQ	0.00
11/11/2021	83314	JSF D'ESPEISSIS & AJ D'ESPEISSIS	ROADWORK BOND REFUND - CAPE RISE	249,486.00
4/11/2021	83217	JUDITH BELL	TOWN PLANNING CONSULTANCY SERVICES	4,051.80
30/11/2021	83777	JUDITH TOOKE	WATER EXPENSES REIMBURSEMENT	69.15
19/11/2021	83656	JUICE PRINT	PRINTING SERVICES	904.75
19/11/2021	83523	JULIE BENNETT	BJTP REFUND	125.00
19/11/2021	83471	JULIE GUTHRIDGE	ART SALES	19.25
30/11/2021	83822	K & J CHAMBERS	CROSSOVER REFUND	273.70
4/11/2021	83201	KAREN TAYLOR-VIVIAN	WATER CHARGES REIMBURSEMENT	705.25
4/11/2021	83202	KARL D CLIVELY	IRRIGATION AND PROJECT MANAGEMENT	1,798.50
19/11/2021	83413	KATHERINE M GARNETT	WELLNESS PROGRAM	1,792.00
19/11/2021	83561	KATHRINE JANE STONE	ART SALES	973.50
19/11/2021	83500	KAY MANOLAS	ART SALES	76.00
19/11/2021	83530	KAYLEE TOMKIWI	RATE REFUND	415.90
25/11/2021	83681	KEEL BCA	BOND REFUND	100.00
4/11/2021	83151	KELLY LINDA HICK	COUNCILLOR PAYMENT	2,525.62
30/11/2021	83698	KERRY HILL ARCHITECTS	ARCHITECTURAL SERVICES - BPACC	6,693.50
4/11/2021	83214	KERRY MOTH	BJTP REFUND	60.00
30/11/2021	83843	KERYGMA PTY LTD ATF THE LUNDIE FAMILY	REVEGETATION PLAN 2656 BUTTERLY RD	105,031.80
30/11/2021	83776	KEVIN NEWELL	WATER CHARGES REIMBURSEMENT	33.35
4/11/2021	83146	KITCHEN TAKEOVERS	CATERING	2,118.00
19/11/2021	83426	KITCHEN TAKEOVERS	CATERING	693.00
30/11/2021	83756	KITCHEN TAKEOVERS	CATERING	336.00
19/11/2021	83619	KLEENHEAT	GAS SERVICES	3,835.66
4/11/2021	83163	KMART BUSSELTON	SUPPLIES FOR YCAB	469.00
19/11/2021	83550	KOCHII EUCALYPTUS OIL PTY LTD	ESSENTIAL OILS	240.00
4/11/2021	83178	KOMATSU AUSTRALIA	VEHICLE PURCHASE AND PARTS	1,523.34
11/11/2021	83302	KRISTOPHER N DAVIS	STAFF REIMBURSEMENT	95.00
4/11/2021	83247	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	1,963.14
19/11/2021	83596	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	2,793.76
19/11/2021	83589	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	380.80



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		CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				8,492,817.32
4/11/2021	83090	LANDSAVE ORGANICS	LANDSCAPING SERVICE	7,518.50
19/11/2021	83354	LANDSAVE ORGANICS	LANDSCAPING SERVICE	3,960.00
30/11/2021	83703	LANDSAVE ORGANICS	LANDSCAPING SERVICE	8,525.00
19/11/2021	83554	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	4,677.48
19/11/2021	83655	LE & OG ISBEL	ART SALES	191.20
4/11/2021	83084	LEEWIN CIVIL PTY LTD	CANCELLED CHQ	0.00
19/11/2021	83344	LEEWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES	6,158.53
19/11/2021	83646	LEEWIN TRANSPORT	COURIER SERVICES	1,435.26
19/11/2021	83537	LEOS CLUB OF BUSSELTON	BOND REFUND	500.00
19/11/2021	83481	LES MILLS ASIA PACIFIC INDUSTRIES	GYM PROGRAMME UPDATES	9,708.72
4/11/2021	83222	LIAM JACKSON	EQUIPMENT HIRE	5,652.50
30/11/2021	83832	LIAM JACKSON	EQUIPMENT HIRE	2,945.00
4/11/2021	83173	LIFE READY PHYSIO & PILATES BUSSELTON	MUSCULOSKELETAL FUNCTIONAL CAPACITY	162.00
19/11/2021	83635	LINCOLN HIGGINS	WELDING SERVICES	132.00
30/11/2021	83881	LINCOLN HIGGINS	WELDING SERVICES	1,430.00
4/11/2021	83179	LIVING MADLY PTY LTD	BAKERY CATERING	133.00
19/11/2021	83667	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA	TRAINING SERVICES	531.00
19/11/2021	83487	LOCK AROUND THE CLOCK	SECURITY SERVICES	437.20
30/11/2021	83799	LOCK AROUND THE CLOCK	SECURITY SERVICES	50.60
19/11/2021	83404	LORRAINE FROST	GLC MEMBERSHIP REFUND	313.98
4/11/2021	83122	LOTEX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	549.08
19/11/2021	83393	LOTEX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	385.26
30/11/2021	83740	LOTEX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	110.70
4/11/2021	83150	LYNDON MILES	COUNCILLOR PAYMENT	1,542.04
19/11/2021	83588	MACDONALD JOHNSTON PTY LTD	ENGINEERING - PLANT SPARES & SERVICING	1,162.30
30/11/2021	83852	MACDONALD JOHNSTON PTY LTD	ENGINEERING - PLANT SPARES & SERVICING	195.21
4/11/2021	83134	MACHINERY WEST PTY LTD	MACHINERY SERVICE AND PARTS	351.33
19/11/2021	83607	MAJOR MOTORS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	347.37
4/11/2021	83241	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES - CAPE NATURALISTE RD	27,423.30
30/11/2021	83851	MALATESTA ROAD PAVING	ROAD HOTMIX / PAVING SERVICES - FORREST BEACH RD	5,175.39
4/11/2021	83289	CAPE RURAL CONTRACTING	FIRE CONTROL SERVICES - ROAD SIDE SLASHING	16,280.00
19/11/2021	83653	CAPE RURAL CONTRACTING	FIRE CONTROL SERVICES - ROAD SIDE SLASHING	18,755.00
30/11/2021	83893	CAPE RURAL CONTRACTING	FIRE CONTROL SERVICES - ROAD SIDE SLASHING	7,122.50
19/11/2021	83367	MARGARET PARKE	ART SALES	35.20
19/11/2021	83388	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	ADVERTISING	2,407.60
4/11/2021	83101	MARGARET RIVER FENCING	MAINTENANCE SERVICES	660.00
19/11/2021	83372	MARGARET RIVER FENCING	MAINTENANCE SERVICES	3,025.00
30/11/2021	83692	MARGARET RIVER WINE ASSOCIATION	GRANT	5,500.00
11/11/2021	83310	MARIA JOHANNA ALBERTS	REFUND HEALTH HR16/0097	138.00
30/11/2021	83820	MARK BAHEN	BOND REFUND	102.00
19/11/2021	83559	MARK GREY-SMITH	ART SALES	7,590.00
19/11/2021	83392	MARKETFORCE PTY LTD	ADVERTISING SERVICES	3,227.88
30/11/2021	83739	MARKETFORCE PTY LTD	ADVERTISING SERVICES	1,734.48
25/11/2021	83685	MASS PRODUCTS PTY LTD	MANHOLE COVER SOUNDPROOFING MATERIAL	729.30
30/11/2021	83809	MATT RILEY STUDIO	DRONE & PHOTOGRAPHY SERVICES	870.00
19/11/2021	83374	MATTHEW SHARP & SUSAN SMITH	ART SALES	59.50
19/11/2021	83568	MATTIA ITALIAN VIBES	CATERING	995.00
30/11/2021	83839	MATTIA ITALIAN VIBES	CATERING	995.00
25/11/2021	83682	MAXINE PALMER	STAFF REIMBURSEMENT	531.44
19/11/2021	83551	MAYDAY SERVICES	EQUIPMENT HIRE	5,313.00
19/11/2021	83539	MBA SPORTS COACHING	BOND REFUND	200.00
19/11/2021	83560	MBA SPORTS COACHING	INCLUSIVE MULTISPORTS GAMES - GLC	500.00
11/11/2021	83324	MCGREGOR WJ & J	MANAGEMENT BUSSELTON JETTY TOURIST PARK	44,333.55
19/11/2021	83360	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	10,049.75
4/11/2021	83194	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	2,045.57
11/11/2021	83315	ME RAINIEY T/AS PK COURIERS	COURIER SERVICES	293.70
19/11/2021	83577	ME RAINIEY T/AS PK COURIERS	COURIER SERVICES	619.30
4/11/2021	83191	MECHANICAL PROJECT SERVICES	AIRCONDITIONING & REFRIGERATION SERVICES	407.00
19/11/2021	83474	MECHANICAL PROJECT SERVICES	AIRCONDITIONING & REFRIGERATION SERVICES	3,294.38
4/11/2021	83170	MICHAEL & KATE WILSON	WATER CHARGES REIMBURSEMENT	44.60
19/11/2021	83447	MICHAEL SHERRY PAINTING AND DECORATING PTY LTD	PAINTING SERVICES	2,970.00
30/11/2021	83817	MICHELLE TURNER	BJTP REFUND	485.00
19/11/2021	83572	MIKAYLA LOVE	COUNCILLOR PAYMENT	1,252.92
19/11/2021	83627	MINTER ELLISON	LEGAL SERVICES	4,632.32
19/11/2021	83513	MITCH MCKENZIE	BJTP REFUND	185.00
4/11/2021	83184	MOCEAN FITNESS PTY LTD	INDOOR SOFTPLAYGROUND FACILITY	520.00
19/11/2021	83366	MP & M EVERUSS	STAFF REIMBURSEMENT	326.37
30/11/2021	83693	MR SUSHI	CATERING	320.00
4/11/2021	83204	MUIRS	NEW VEHICLE PURCHASE - XTRAIL	39,125.24
30/11/2021	83804	MUIRS	NEW VEHICLE PURCHASE - XTRAIL LIBRARY SERVICES	35,558.35
19/11/2021	83494	MUIRS	VEHICLE MAINTENANCE	346.54
19/11/2021	83377	NALDA HOSKINS DESIGN	ART SALES	82.40
30/11/2021	83845	NAS SECURITY PTY LTD	SECURITY SERVICES	345.00
19/11/2021	83488	NATURAL EDGE FRAMING & PHOTOGRAPHY	ART SALES	159.25
4/11/2021	83115	NATURALISTE GLASS	GLASS REPAIRS AND MANUFACTURE	67.50





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		CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				<b>8,492,817.32</b>
19/11/2021	83394	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	1,006.27
4/11/2021	83180	NETSTAR AUSTRALIA PTY LTD	GPS TELEMATICS	460.90
30/11/2021	83786	NETSTAR AUSTRALIA PTY LTD	GPS TELEMATICS	921.80
4/11/2021	83296	NEVERFAIL SPRINGWATER LTD	CANCELLED CHQ	0.00
19/11/2021	83664	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILI	183.25
30/11/2021	83901	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILI	458.75
4/11/2021	83172	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	9,652.50
19/11/2021	83455	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	4,763.00
30/11/2021	83781	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	3,531.00
30/11/2021	83853	NICHOLLS MACHINERY	VEHICLE PARTS & MAINTENANCE	73.92
4/11/2021	83165	NIGHTLIFE MUSIC PTY LTD	MUSIC AND VIDEO SUBSCRIPTION SERVICES	413.92
30/11/2021	83775	NIGHTLIFE MUSIC PTY LTD	MUSIC AND VIDEO SUBSCRIPTION SERVICES	413.92
30/11/2021	83701	NL & KE SEARLE	STAFF REIMBURSEMENT	90.00
19/11/2021	83637	NUMERO PTY LTD	VEHICLE RENTAL SERVICES	3,996.14
4/11/2021	83124	OCEAN AIR CARPET CARE	CLEANING SERVICES	957.00
19/11/2021	83395	OCEAN AIR CARPET CARE	CLEANING SERVICES	473.00
30/11/2021	83742	OCEAN AIR CARPET CARE	CLEANING SERVICES	660.00
19/11/2021	83484	OCR HOLDINGS PTY LTD	LIQUID WASTE REMOVAL	2,490.18
30/11/2021	83798	OCR HOLDINGS PTY LTD	LIQUID WASTE REMOVAL	678.70
19/11/2021	83546	ODILE M M BELL	ART SALES	135.80
4/11/2021	83149	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	374.83
19/11/2021	83430	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	89.52
30/11/2021	83761	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	90.27
4/11/2021	83189	OILVAC AUSTRALIA PTY LTD	OIL CHANGING EQUIPMENT	1,594.74
4/11/2021	83120	OLDSWEEN FAMILY TRUST	CATERING	149.90
19/11/2021	83390	OLDSWEEN FAMILY TRUST	CATERING	232.20
30/11/2021	83738	OLDSWEEN FAMILY TRUST	CATERING	232.20
30/11/2021	83689	OLIVER DARBY	STAFF REIMBURSEMENT	319.96
4/11/2021	83230	OM CORPORATION PTY LTD	CATERING	202.00
4/11/2021	83162	ONSITE RENTAL GROUP OPERATIONS PTY LTD	DRY HIRE	4,966.84
19/11/2021	83443	ONSITE RENTAL GROUP OPERATIONS PTY LTD	DRY HIRE	5,215.18
4/11/2021	83107	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	2,500.00
19/11/2021	83379	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	582.20
30/11/2021	83889	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT SUPPLIES	1,061.00
19/11/2021	83603	OTIS ELEVATOR COMPANY PTY LTD	ELEVATOR SERVICES	6,000.69
19/11/2021	83436	OZLED AUST PTY LTD	EMERGENCY WARNING PRODUCTS	1,586.11
19/11/2021	83375	PANCAKE DESIGNS RESIN	ART SALES	35.00
19/11/2021	83515	PAUL & KATE BURTON	BJTP REFUND	60.00
30/11/2021	83794	PAUL SHERIDAN	STAFF REIMBURSEMENT	373.84
19/11/2021	83597	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	11,893.30
19/11/2021	83463	PERTH INTERNATIONAL JAZZ FESTIVAL INC	JAZZ FESTIVAL HOSTING	11,000.00
30/11/2021	83788	PERTH INTERNATIONAL JAZZ FESTIVAL INC	JAZZ FESTIVAL HOSTING	8,800.00
19/11/2021	83520	PETER & SUSAN FULLGRABE	BJTP REFUND	60.00
19/11/2021	83503	PETER EVANS	ART SALES	133.00
4/11/2021	83297	PPD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	1,552.45
19/11/2021	83665	PPD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	153.25
30/11/2021	83902	PPD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	362.55
19/11/2021	83343	PHIL HOLLETT PHOTOGRAPHY	ART SALES	25.20
4/11/2021	83203	PHIMEDIA PTY LTD	3D SCANNING	2,200.00
19/11/2021	83349	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	1,779.80
4/11/2021	83111	PICTON CIVIL PTY LTD	EARTHMOVING SERVICES	4,081.00
19/11/2021	83483	PITNEY BOWES AUSTRALIA PTY LTD	POSTAGE MACHINES	646.10
30/11/2021	83755	PLAN E	ARCHITECTURAL SERVICES - MITCHELL PARK PLAYGROUND	2,956.80
4/11/2021	83118	POLYLINK	RETICULATION SUPPLIES	1,216.16
4/11/2021	83226	PORT GEOGRAPHE MARINA PTY LTD	MARINE CHANDLERY	385.00
19/11/2021	83562	POST NEWSPAPERS PTY LTD	ADVERTISING SERVICES	330.00
4/11/2021	83174	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	159.50
19/11/2021	83456	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	159.50
19/11/2021	83606	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	3,084.72
30/11/2021	83858	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	4,769.58
30/11/2021	83699	PRIME MEDIA GROUP	GWN ADVERTISING	2,736.80
4/11/2021	83119	PRO TIMBER SOLUTIONS	TIMBER SUPPLIES	220.00
19/11/2021	83365	PROCARE LOCKSMITHS	TRANSPORTATION SERVICES	125.00
4/11/2021	83250	PRO-LINE KERBING	KERBING SERVICES	1,408.00
19/11/2021	83600	PRO-LINE KERBING	KERBING SERVICES	40,778.76
30/11/2021	83801	PUBLIK	DESIGN WORK - YOGANUP PARK	4,472.33
19/11/2021	83451	QCLICK & KANGA HOSTING AUSTRALIA	WEBSITE HOSTING SERVICES	449.99
4/11/2021	83292	QK TECHNOLOGIES PTY LTD	MEMBERSHIP	136.40
19/11/2021	83658	QK TECHNOLOGIES PTY LTD	MEMBERSHIP	306.90
25/11/2021	83671	QPLAY	PLAYGROUND EQUIPMENT	4,073.58
30/11/2021	83807	R & A TROTT	STAFF REIMBURSEMENT	130.00
19/11/2021	83525	R & L HOLMES-ALDRIDGE	BJTP REFUND	60.00
30/11/2021	83716	RAIN BIRD AUSTRALIA	SIM CARD PLANS FOR IQ CLOUD	3,080.00
19/11/2021	83660	RAPID ASCENT PTY LTD	BOND REFUND	5,600.00
19/11/2021	83569	REBECCA CUNNINGHAM	EVENT FURNITURE HIRE	262.50



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		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				8,492,817.32
25/11/2021	83677	REBECCA CUNNINGHAM	EVENT FURNITURE HIRE	612.50
4/11/2021	83188	REHABILITATION SERVICES BY ALTIUS	VOCATIONAL REHABILITATION SERVICES	247.50
4/11/2021	83254	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	149.49
30/11/2021	83861	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	77.00
4/11/2021	83293	REPEAT PLASTICS (WA)	PLASTIC PRODUCT SUPPLIER	913.19
4/11/2021	83280	RICOH BUSINESS CENTRE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING	256.72
19/11/2021	83641	RICOH BUSINESS CENTRE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING	13,883.10
30/11/2021	83762	RID AUSTRALIA	INSECT REPELLANT	708.33
25/11/2021	83670	RIDER LEVETT BUCKNALL WA PTY LTD	QUANTITY SURVEY SERVICES	3,300.00
19/11/2021	83652	RMS (AUST)P/L	SOFTWARE SERVICES	245.74
19/11/2021	83514	ROBERT & ANITA MACRI	BJTP REFUND	144.00
19/11/2021	83521	ROBERT & ROSEEN WALDON	BJTP REFUND	60.00
26/11/2021	83686	ROBERT'S TILT TRAY & HIAB SERVICE	TRANSPORTABLE - DUNS YOUTH CTR	13,750.00
4/11/2021	83125	ROSS PAINE	COUNCILLOR PAYMENT	2,987.72
19/11/2021	83621	ROTARY CLUB OF BUSSELTON	SPONSORSHIP / ADVERTISING	14.00
11/11/2021	83321	RUBEK AUTOMATIC DOORS	AUTOMATIC DOOR SERVICES	6,301.90
19/11/2021	83368	RURAL CINEMAS	CINEMA SCREEN HIRE	1,900.00
19/11/2021	83574	RUSSELL OSBORNE	STAFF REIMBURSEMENT	53.00
19/11/2021	83501	S & S WALKER	ART SALES	25.20
30/11/2021	83708	SAFE BUSSELTON	BOND REFUND	1,000.00
4/11/2021	83227	SALT LAKE DESIGNS	ART SALES	395.90
4/11/2021	83286	SANPOINT PTY LTD	LANDSCAPING SERVICES	19,963.40
19/11/2021	83650	SANPOINT PTY LTD	LANDSCAPING SERVICES	6,864.00
30/11/2021	83766	SARAH'S PLACE	VERTICALS FOR U27 WINDERLUP	1,050.00
19/11/2021	83528	SASCHA HAWKE	BJTP REFUND	485.00
4/11/2021	83181	SCANDINAVIAN INVESTMENTS	PLANT PURCHASES / SERVICES / PARTS	243.10
30/11/2021	83764	SCANIA AUSTRALIA PTY LTD	VEHICLE PARTS & MAINTENANCE	2,189.00
19/11/2021	83397	SCHREDER AUSTRALIA PTY LTD	OUTDOOR LIGHTING - CHURCHILL PARK	73,041.80
4/11/2021	83098	SCOPE BUSINESS IMAGING	ELECTRONIC EQUIPMENT	432.37
30/11/2021	83789	SCOTT JONES T/AS ESPRESSO MEDIC	COFFEE MACHINE SERVICE	377.74
19/11/2021	83544	SCOTT PEARCE	SINGING PERFORMANCE	400.00
4/11/2021	83210	SE & SJ REYNOLDS T/AS THE SUGAR CHEF	CATERING	536.00
4/11/2021	83109	SERVICES AUSTRALIA	CHARGES FOR CENTREPAY FACILITY	142.56
30/11/2021	83727	SERVICES AUSTRALIA	CHARGES FOR CENTREPAY FACILITY	129.69
19/11/2021	83553	SHAHNAZ ALIZADEH	ART SALES	273.00
4/11/2021	83290	SHARON WILLIAMS	ART SALES	56.00
19/11/2021	83654	SHARON WILLIAMS	ART SALES	400.00
30/11/2021	83828	SHAUN HESTER	WATER REIMBURSEMENT	628.45
4/11/2021	83294	SHORE COASTAL	COASTAL CONSULTANCY SERVICES	5,280.00
19/11/2021	83661	SHORE COASTAL	COASTAL CONSULTANCY SERVICES	15,719.00
30/11/2021	83897	SHORE COASTAL	COASTAL CONSULTANCY SERVICES	23,215.50
19/11/2021	83351	SHOREWATER MARINE PTY LTD	MARINE ASSET MAINTENANCE	6,965.52
4/11/2021	83273	SIGMA CHEMICALS	CHEMICAL SUPPLIER	306.90
19/11/2021	83485	SKIDATA AUSTRALASIA PTY LTD	CARPARK EQUIPMENT	299.20
4/11/2021	83070	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	15,750.97
4/11/2021	83190	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	1,965.05
18/11/2021	83326	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	15,765.97
2/12/2021	83903	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	15,638.67
19/11/2021	83399	SOGGYBONES	EVENT COORDINATION	600.00
4/11/2021	83275	SOILS AINT SOILS	NURSERY SUPPLIES	277.28
19/11/2021	83633	SOILS AINT SOILS	NURSERY SUPPLIES	183.06
30/11/2021	83880	SOILS AINT SOILS	NURSERY SUPPLIES	227.00
4/11/2021	83102	SOUTH WEST AUDIO VISUAL	COMMUNICATION SERVICES	105.60
19/11/2021	83657	SOUTH WEST COUNSELLING	COUNSELLING SERVICES	1,240.00
19/11/2021	83541	SOUTH WEST KAYAK ANGLERS	DONATION	300.00
4/11/2021	83245	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	1,866.52
19/11/2021	83593	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	126.50
4/11/2021	83176	SOUTH WEST OFFICE NATIONAL	STATIONERY	1,439.22
19/11/2021	83457	SOUTH WEST OFFICE NATIONAL	STATIONERY	2,906.10
30/11/2021	83782	SOUTH WEST OFFICE NATIONAL	STATIONERY	191.51
4/11/2021	83243	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	12.90
19/11/2021	83591	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	93.70
19/11/2021	83378	SOUTH WEST WINDSCREENS & TINT	WINDSCREENS & TINTING	310.00
4/11/2021	83144	SOUTHERN ATU SERVICES PTY LTD	WASTE MANAGEMENT SERVICES	1,043.40
19/11/2021	83448	SOUTHERN HABITAT NURSERY	NURSERY SUPPLIES	10,125.50
19/11/2021	83585	SOUTHERN LOCK AND SECURITY	SECURITY SERVICES	971.70
19/11/2021	83396	SOUTHWEST OUTDOOR POWER	PLANT PURCHASES / SERVICES / PARTS	70.00
4/11/2021	83269	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	9,539.55
19/11/2021	83623	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	13,184.10
30/11/2021	83874	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	750.75
4/11/2021	83158	SPECTUR LTD	SOLAR SECURITY CAMERAS	1,128.60
30/11/2021	83757	SPICE ODYSSEY	CATERING	448.00
19/11/2021	83634	SPORTS TURF TECHNOLOGY	SPORT EQUIPMENT SUPPLIER	638.00
30/11/2021	83773	SPORTSPOWER	SPORT EQUIPMENT SUPPLIER	160.00
30/11/2021	83884	SPORTSWORLD OF WA	SPORT EQUIPMENT SUPPLIER	2,184.60





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		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				<b>8,492,817.32</b>
4/11/2021	83235	SPOTLIGHT PTY LTD	VACATION CARE SUPPLIES	270.55
30/11/2021	83846	SPOTLIGHT PTY LTD	VACATION CARE SUPPLIES	89.60
4/11/2021	83114	SPYKER TECHNOLOGIES PTY LTD	CCTV PRODUCTS AND SERVICES	3,204.48
19/11/2021	83386	SPYKER TECHNOLOGIES PTY LTD	CCTV PRODUCTS AND SERVICES	19,678.82
30/11/2021	83734	SPYKER TECHNOLOGIES PTY LTD	CCTV PRODUCTS AND SERVICES	1,320.44
30/11/2021	83704	ST JOHN AMBULANCE	TRAINING SERVICES	47.74
30/11/2021	83850	ST MARY MACKILLIP COLLEGE	DONATION	500.00
11/11/2021	83313	STACEY ANN SMART	DRUM ACTIVITY FACILITATER - MITCHELL PARK RE OPENING	500.00
4/11/2021	83223	STATEWIDE DOORS	MAINTENANCE SERVICES	615.00
4/11/2021	83234	STEWART & HEATON CLOTHING	PROTECTIVE CLOTHING SUPPLIER	528.20
19/11/2021	83571	STUART ST CLAIR & ANNE RYAN	COUNCILLOR PAYMENT	1,252.92
19/11/2021	83341	SUBSURFACE WATER MANAGEMENT	SUBSURFACE WATER MANAGEMENT - DUNS SPORTS PRECINCT	94,050.00
30/11/2021	83816	SUE LIBBIS	BJTP REFUND	60.00
4/11/2021	83104	SUMMERS CONSULTING	MOSQUITO BREEDING MONITORING	669.68
30/11/2021	83720	SUMMERS CONSULTING	MOSQUITO BREEDING MONITORING	792.88
4/11/2021	83079	SUPERCHOICE	SUPERANNUATION	176,162.64
18/11/2021	83335	SUPERCHOICE	SUPERANNUATION	179,419.92
2/12/2021	83912	SUPERCHOICE	SUPERANNUATION	174,565.00
4/11/2021	83284	SURVCON P/L	SURVEY SERVICES	3,463.63
19/11/2021	83524	SUSAN COOPER	BJTP REFUND	60.00
30/11/2021	83747	SUSANNE MORPHETT	CATERING	500.00
4/11/2021	83140	SW ENVIRONMENTAL	ENVIRONMENTAL SERVICES	6,286.50
30/11/2021	83751	SW ENVIRONMENTAL	ENVIRONMENTAL SERVICES	1,562.00
19/11/2021	83532	SW INDOONESIAN COMMUNITY INC.	BOND REFUND	200.00
4/11/2021	83251	SW PRECISION PRINT	PRINTING SERVICES	1,539.00
19/11/2021	83605	SW PRECISION PRINT	PRINTING SERVICES	564.00
30/11/2021	83857	SW PRECISION PRINT	PRINTING SERVICES	831.00
4/11/2021	83160	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	277.75
19/11/2021	83441	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	154.00
30/11/2021	83770	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	200.75
11/11/2021	83304	SYNERGY	ELECTRICITY SUPPLIES	85,316.87
19/11/2021	83461	SYNERGY	ELECTRICITY SUPPLIES	14,131.69
19/11/2021	83346	TARVIA PTY LTD	ENGINEERING SERVICES - BEACH ACCESS STRUCTURES GEO BAY RD	29,398.60
30/11/2021	83815	TASH & PHIL GALBRAITH	BJTP REFUND	60.00
30/11/2021	83753	TAS'S BAKERY	CATERING - DFES	309.90
19/11/2021	83631	TECHNOLOGY ONE	SOFTWARE SERVICES	4,851.00
30/11/2021	83813	TECHVISION AUSTRALIA PTY LTD	INFORMATION AND COMMUNICATION TECHNOLOGY	6,864.00
4/11/2021	83092	TELSTRA (NETWORK INTEGRITY)	RELOCATION SAYERS ST, DUNSBOROUGH	9,546.57
11/11/2021	83318	TELSTRA CORPORATION	COMMUNICATION SERVICES	8,243.07
12/11/2021	83325	TELSTRA CORPORATION	COMMUNICATION SERVICES	124.99
19/11/2021	83425	TENDERLINK.COM	TENDER ADVERTISING	177.10
30/11/2021	83803	THE BASKETBALL MAN	BASKETBALL GOODS	1,551.00
19/11/2021	83566	THE DISTRIBUTORS PERTH	GLC KIOSK SUPPLIES	897.80
30/11/2021	83836	THE DISTRIBUTORS PERTH	GLC KIOSK SUPPLIES	361.75
19/11/2021	83439	THE GOOD EGG CAFE	VENUE HIRE AND CATERING	127.50
30/11/2021	83768	THE GOOD EGG CAFE	VENUE HIRE AND CATERING	100.00
19/11/2021	83340	THE GOOD GUYS BUSSELTON	ELECTRICAL SUPPLIES	140.00
19/11/2021	83573	THE LEMONTREE EMPORIUM PTY LTD	GIFT VOUCHERS	150.00
30/11/2021	83795	THINK WATER DUNSBOROUGH	RETICULATION SUPPLIES	1,248.35
19/11/2021	83564	TIM WILSON CARPENTRY	CARPENTRY SERVICES	4,809.95
30/11/2021	83834	TIM WILSON CARPENTRY	CARPENTRY SERVICES	9,733.75
4/11/2021	83182	TOLL TRANSPORT PTY LTD	COURIER SERVICES	57.53
19/11/2021	83462	TOLL TRANSPORT PTY LTD	COURIER SERVICES	10.73
30/11/2021	83787	TOPSTAR PTY LTD	INDUSTRIAL MAINTENANCE	1,010.02
4/11/2021	83262	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	5,201.55
19/11/2021	83617	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	7,284.69
30/11/2021	83869	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	1,895.04
30/11/2021	83891	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	1,136.00
4/11/2021	83175	TOTAL TOOLS	TOOL PURCHASES	667.70
4/11/2021	83287	TOTALLY SOUND	EQUIPMENT HIRE	602.14
4/11/2021	83298	T-QUIP	MOWER PARTS & SERVICE	678.90
19/11/2021	83666	T-QUIP	MOWER PARTS & SERVICE	2,441.65
19/11/2021	83651	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	4,079.40
19/11/2021	83587	TREVORS CARPETS BUSSELTON	FLOOR COVERING SERVICE	2,140.00
4/11/2021	83159	TRIBE PERTH	ACCOMMODATION	1,078.56
4/11/2021	83142	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	4,722.74
19/11/2021	83421	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	2,624.83
19/11/2021	83557	TUDOR HOUSE	FLAGS	3,650.00
30/11/2021	83769	TYRES AND MORE	VEHICLE PARTS & MAINTENANCE	65.00
19/11/2021	83420	UNDALUP ASSOCIATION INC	EASTERN LINK OFFSET PLANTING	10,791.00
4/11/2021	83141	UNDALUP ASSOCIATION INC	REMOVAL OF TREE GUARDS	1,023.00
30/11/2021	83752	UNDALUP ASSOCIATION INC	EASTERN LINK OFFSET PLANTING	23,307.90
30/11/2021	83825	UNDALUP ASSOCIATION INC	DONATION	803.00
4/11/2021	83123	UNDERCOVERSW	LASER TAG	500.00
19/11/2021	83540	USM EVENTS PTY LTD	BOND REFUND	100.00



LISTING OF PAYMENTS MADE  
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FOR THE MONTH OF NOVEMBER 2021

		CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				8,492,817.32
19/11/2021	83406	VALSPAR PAINT	PAINTING SUPPLIES	479.73
4/11/2021	83137	VASSE BINS	BULK BIN SERVICES	870.00
11/11/2021	83323	VASSE CIVIL	DRAINAGE SUPPLIES - SETTLERS BEACH ESTATE STAGE 3	94,937.00
30/11/2021	83894	VASSE PRIMARY SCHOOL	DONATION	100.00
4/11/2021	83187	VERAISON	LEADERSHIP COACHING	10,890.00
19/11/2021	83467	VERAISON	LEADERSHIP COACHING	5,170.00
4/11/2021	83216	VISIMAX	FIRE EQUIPMENT SUPPLIER	500.50
30/11/2021	83826	VISIMAX	FIRE EQUIPMENT SUPPLIER	381.46
19/11/2021	83612	W.A. HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	578.58
30/11/2021	83865	W.A. HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	95.61
4/11/2021	83218	WA ADVANCED TRAINING ACADEMY	TRAINING AND ASSESSMENT	440.00
30/11/2021	83879	WA COMMUNICATIONS PTY LTD	RADIOS FOR BMRA OPEN DAY	220.00
30/11/2021	83721	WA COUNTRY HEALTH SERVICE BUNBURY	W/COMP EMERGENCY	646.00
4/11/2021	83094	WA EXTERNAL SOLUTIONS	GUTTER MAINTENANCE	275.00
30/11/2021	83706	WA EXTERNAL SOLUTIONS	GUTTER MAINTENANCE	1,320.00
19/11/2021	83371	WA NEWSPAPERS LIMITED	ADVERTISING SERVICES	6,317.98
30/11/2021	83719	WA NEWSPAPERS LIMITED	ADVERTISING SERVICES	505.00
4/11/2021	83075	WA SHIRE COUNCILS	UNION FEES	297.26
18/11/2021	83331	WA SHIRE COUNCILS	UNION FEES	297.26
2/12/2021	83908	WA SHIRE COUNCILS	UNION FEES	297.26
4/11/2021	83154	WA STRATA MANAGEMENT	STRATA LEVY FEES & WATER CONSUMPTION	5,717.17
19/11/2021	83338	WALGA	WALGA TRAINING SERVICES	19,442.50
19/11/2021	83412	WALGA ATF LGISWA	WORKER COMPENSATION SERVICES	80,003.49
19/11/2021	83470	WATS MANAGEMENT PTY LTD	TRAFFIC DATA COLLECTION SERVICES	15,813.60
30/11/2021	83729	WAVES ENVIRONMENTAL PTY LTD	GROUND WATER MONITORING - FORMER WASTE DISPOSAL	90,905.01
30/11/2021	83765	WE MCGILL	ART SALES	23.10
19/11/2021	83384	WELCOME SITE	PORTABLE TOILET HIRE	3,406.70
19/11/2021	83469	WENDY CLUTTERBUCK	STAFF REIMBURSEMENT	94.40
4/11/2021	83253	WESFARMERS - BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	379.61
19/11/2021	83608	WESFARMERS - BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	251.90
30/11/2021	83860	WESFARMERS - BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	286.94
30/11/2021	83823	WEST BUSSELTON PRIMARY SCHOOL	DONATION	100.00
30/11/2021	83785	WESTBOOKS	LIBRARY RESOURCES	596.80
30/11/2021	83806	WESTERN GROWERS FRESH	CATERING	192.50
19/11/2021	83398	WESTERN IRRIGATION PTY LTD	BORE AND IRRIGATION SERVICES	4,812.50
4/11/2021	83259	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	1,138.81
19/11/2021	83611	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	7,835.34
30/11/2021	83864	WESTRAC P/L	PLANT PURCHASES / SERVICES / PARTS	1,444.42
30/11/2021	83724	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	165.00
19/11/2021	83508	WIC & LF NASH	ART SALES	600.00
4/11/2021	83248	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	1,248.20
19/11/2021	83598	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	449.57
30/11/2021	83856	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	560.42
4/11/2021	83200	WITH ARCHITECTURE STUDIO PTY LTD	ARCHITECTURAL SERVICES	2,634.00
4/11/2021	83185	WIZARD TRAINING SOLUTIONS	TRAINING SERVICES	4,730.00
19/11/2021	83359	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	STREETSCAPE FURNITURE	6,527.40
4/11/2021	83261	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	478.00
19/11/2021	83615	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	270.00
30/11/2021	83868	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	218.00
4/11/2021	83116	WORK METRICS	HEALTH AND SAFETY SOFTWARE	110.00
30/11/2021	83808	WORMALL CIVIL PTY LTD	BOND REFUND	11,875.00
19/11/2021	83642	WREN OIL	WASTE OIL SERVICES	462.00
30/11/2021	83883	WREN OIL	WASTE OIL SERVICES	16.50
4/11/2021	83274	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	551.66
11/11/2021	83322	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	1,479.15
19/11/2021	83628	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	480.01
25/11/2021	83680	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	321.22
30/11/2021	83878	WRIGHT EXPRESS AUSTRALIA PTY LTD (COLES)	COUNCIL & STAFF REFRESHMENTS	419.88
4/11/2021	83199	XCAPE AT THE CAPE	LEISURE PARK ACTIVITIES	810.00
19/11/2021	83486	XCAPE AT THE CAPE	LEISURE PARK ACTIVITIES	1,404.00
4/11/2021	83129	YAHAVA KOFFEE WORKS WHOLESAL	CATERING	378.00
19/11/2021	83403	YAHAVA KOFFEE WORKS WHOLESAL	CATERING	865.87
30/11/2021	83707	YALLINGUP COFFEE ROASTING COMPANY	COFFEE SUPPLIES	105.00
19/11/2021	83613	YALLINGUP RURAL BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	887.75
19/11/2021	83533	ZION PRAISE HARVEST CHURCH	BOND REFUND	437.15
4/11/2021	83249	ZIPFORM PTY LTD	PRINTING SERVICES	3,282.18
19/11/2021	83465	ZOHO CORPORATION PTY LTD	SOFTWARE LICENCES	4,860.90
19/11/2021	83602	ROD'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	296.17
				5,818,166.39

TRUST PAYMENTS NOVEMBER 2021				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
10/11/2021	7578	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY	69,468.92
10/11/2021	7579	CITY OF BUSSELTON	TFR OF CTF & BSL COMMISSIONS	868.00
10/11/2021	7580	CONSTRUCTION TRAINING FUND	BCIF LEVY	1,028.34



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TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
		<b>8,492,817.32</b>
		<b>71,365.26</b>

DIRECT DEBIT PAYMENTS NOVEMBER 2021				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
17/11/2021	4689	AIRPORT PARKING CARD REFUNDS	AIRPORT PARKING CARD REFUND	20.00
7/11/2021	4688	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL SERVICES	82,081.29
1/11/2021	4664	ANZ BANK	BANK FEES	15.00
1/11/2021	4674	ANZ BANK	BANK FEES	7,794.33
8/11/2021	4679	ANZ BANK	BANK FEES	213.38
8/11/2021	4680	ANZ BANK	BANK FEES	689.57
8/11/2021	4681	ANZ BANK	BANK FEES	314.37
8/11/2021	4682	ANZ BANK	BANK FEES	2,739.04
3/11/2021	4685	ANZ BANK	BANK FEES	70.00
8/11/2021	4693	ANZ BANK	VISA CARD	8,772.83
		SAMSUNG	TAB S7 -SCREEN REPAIR	305.00
		DEPT OF TRANSPORT	TRANSFER OF VEHICLE AND CHANGE PLATES	49.40
		SW OFFICE NATIONAL	STATIONERY	62.25
		ONE RUSTIC BLOOM	FLORAL ARRANGEMENT - PHOEBE	80.00
		AFAC21	COURSE - B MOORE	82.50
		BREC	WA EMERGENCY MANAGEMENT - T GILLET	153.50
		CIRCUITWEST INC	CONFERENCE - K BOX	682.61
		SONIC HEALTH	PRE EMPLOYMENT MEDICAL	148.50
		OFFICEWORKS	STATIONERY	102.52
		MENTIMETER	ANNUAL RENEWAL	419.10
		LEGALWISE	WORKSHOP - ANN STRANG	283.00
		QUEST	ACCOMMODATION	475.00
		IPWEA	FLEET WORKSHOP	324.50
		STERLING IT	COMPUTER STYLUS	96.97
		CRAZY DOMAINS	DOMAIN RENEWAL	153.47
		GO DADDY	DOMAIN TRANSFERS	551.21
		APPLE	I CLOUD STORAGE - M ARCHER	4.49
		ZOOM	MONTHLY LICENCE	475.70
		TELSTRA	HOME INTERNET - M ARCHER	90.00
		LG PROFESSIONALS	ANNUAL STATE CONFERENCE	1,200.00
		DEPUTY	VOLUNTEER MANAGEMENT SYSTEM	15.40
		SENDGRID	CUSTOMER RETENTION PROGRAM GLC	21.31
		MAILCHIMP	MARKETING	83.03
		KMART	ITEMS FOR BJTP	48.00
		MESSAGE MEDIA	GLC MESSAGING (MONTHLY)	53.77
		AMELIA PARK	COUNCIL DINNER	1,096.50
		SAFE FIRST TRAINING	RSA COURSE	55.00
		SPOTIFY	YOUTH EVENTS	18.99
		DOMINOS	YOUTH CATERING	99.60
		KITCHEN TAKEOVERS	STAFF LEAVING - S REED	70.00
		EBAY	DIGITAL HEAD COUNTER BMRA	17.98
		FACE PAINTING SHOP	YOUTH SERVICES	195.00
		DOMINOS	YOUTH CATERING	91.55
		EDUCATIONAL ART SUPPLIES	ART SUPPLIES - YOUTH BEACH EVENT	519.09
		DOMINOS	STAFF LEAVING	125.00
		MAILCHIMP	BAY TO BAY NEWSLETTER	405.39
		WEST AUSTRALIAN NEWSPAPERS	MONTHLY SUBSCRIPTION	28.00
		DEPT OF JUSTICE	ONLINE LODGEMENT FEE	74.50
		AUSTRALIAN FINANCIAL SECURITY AUTHORITY	BANKRUPTCY SEARCH	15.00
15/11/2021	4677	BAYSIDE TAKEAWAY	REFUND BPAY HR10/0068	255.00
5/11/2021	4663	BETTA PATIOS	PAYMENT REVERSAL DA21/0863	147.00
12/11/2021	4668	BUTLER LAWYERS	PAYMENT REVERSAL CRC21/0118	10.00
2/11/2021	4660	CAM CAN	PAYMENT REVERSAL CRC21/0092	30.00
15/11/2021	4673	COMMONWEALTH BANK	BANK FEES	77.97
3/11/2021	4675	COMMONWEALTH BANK	BANK FEES	563.36
12/11/2021	4668	D GOWER	REFUND OF RATE OVERPAYMENT	709.00
12/11/2021	4668	D GOWER	REFUND OF RATE OVERPAYMENT	752.00
26/11/2021	4690	DAW & SON	REFUND OF RATE OVERPAYMENT	117.04
3/11/2021	4661	DEXT PTY LTD	PAYMENT REVERSAL HA21/0202	209.00
1/11/2021	4665	DUSTIN COLE	REFUND OF ANIMAL TRAP BOND BO21/0207	102.00
15/11/2021	4677	E BAIRD	REFUND OF RATE OVERPAYMENT	336.85
15/11/2021	4677	ENGADIN SUN PTY LTD	REFUND OF RATE OVERPAYMENT	497.72
12/11/2021	4668	G HARRIS	REFUND OF RATE OVERPAYMENT	44.91
4/11/2021	4662	G LILLEYMAN	PAYMENT REVERSAL SP21/00075	163.03
12/11/2021	4668	G MERCURI	PAYMENT REVERSAL HA21/0238	236.00
12/11/2021	4668	G POOLE	REFUND OF RATE OVERPAYMENT	2,718.32
5/11/2021	4659	HOMESTEAD AT ORIGINS	PAYMENT REVERSAL HR21/0211	68.00
3/11/2021	4661	J HILLS	REFUND OF RATE OVERPAYMENT	271.42
3/11/2021	4661	J PILKINGTON	PAYMENT REVERSAL HR19/0187	36.00
4/11/2021	4666	JUDITH WESTON	REFUND OF ANIMAL TRAP BOND BO21/0213	102.00
1/11/2021	4670	LES MILLS ASIA PACIFIC	CONTRACT FEES	582.89









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		CHEQUE PAYMENTS	CHEQUE # 119008 - 119050	57,949.70
		ELECTRONIC TRANSFER PAYMENTS	EFT83070 - EFT83912	5,818,166.39
		TRUST ACCOUNT	TRUST ACCOUNT # 7578- 7580	71,365.26
		PAYROLL PAYMENTS	01.11.21 - 30.11.21	2,414,929.38
		INTERNAL PAYMENT VOUCHERS	DD004658 - DD004693	130,406.59
				8,492,817.32
1/11/2021	4686	LES MILLS ASIA PACIFIC	CONTRACT FEES	485.74
11/11/2021	4667	M FULLER	AIRPORT PARKING CARD REFUND	20.00
15/11/2021	4677	M HARGREAVES	REFUND OF RATE OVERPAYMENT	475.12
15/11/2021	4677	M HARGREAVES	REFUND OF RATE OVERPAYMENT	478.00
12/11/2021	4668	M KOEN	REFUND OF RATE OVERPAYMENT	511.00
18/11/2021	4672	OVERDRIVE INC	LIBRARY DIGITAL CONTENT	5,150.00
25/11/2021	4683	RIVENDELL RESTAURANT	REFUND HR18/0160	219.00
16/11/2021	4669	S BOWES	REFUND OF PAYMENT DA21/0877	960.00
26/11/2021	4690	S FRIBERG	REFUND OF RATE OVERPAYMENT	3,132.26
24/11/2021	4687	S GREEN	REFUND OF ANIMAL TRAP BOND	102.00
24/11/2021	4684	S MORRIS	REFUND SP21/00123	61.65
30/11/2021	4692	SHANE TRACEY	AIRPORT PARKING CARD REFUND	20.00
17/11/2021	4678	SK & SM STANLEY	REFUND OF RATE OVERPAYMENT	1,795.98
5/11/2021	4658	SUMMIT HOMES	BUILDING APPLICATION REVERSAL BAC21/0639	625.66
3/11/2021	4661	T GIBSON	PAYMENT REVERSAL GB21/0064	84.00
15/11/2021	4677	T HUXLEY	REFUND OF RATE OVERPAYMENT	3,591.96
22/11/2021	4691	TANGENT NOMINEES	REFUND DA21/0581	846.14
17/11/2021	4676	UNKNOWN	SECUREPAY REVERSAL	60.00
9/11/2021	4671	VENTURE SW	REFUND OF PAYMENT BAC21/0648	1,048.76
				130,406.59

DIRECT DEBIT PAYMENTS NOVEMBER 2021				
DATE	REF #	NAME	DESCRIPTION	AMOUNT \$
2/11/2021	2/11/2021	CITY OF BUSSELTON	PAYROLL & SALARIES	800,546.49
16/11/2021	16/11/2021	CITY OF BUSSELTON	PAYROLL & SALARIES	807,748.54
30/11/2021	30/11/2021	CITY OF BUSSELTON	PAYROLL & SALARIES	806,634.35
				2,414,929.38

12.4 Finance Committee - 19/1/2022 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 30 NOVEMBER 2021

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

This item was considered by the Finance Committee at its meeting on 19/1/2022, the recommendations from which have been included in this report.

**COUNCIL DECISION**

**C2201/006** Moved Councillor P Cronin, seconded Councillor S Riccelli

**That the Council receives the statutory financial activity statement reports for the period ending 30 November 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations 1996.**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council receives the statutory financial activity statement reports for the period ending 30 November 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations 1996

**EXECUTIVE SUMMARY**

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

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis, for the period ending 30 November 2021.

**BACKGROUND**

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

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

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

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

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

**OFFICER COMMENT**

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

Statement of Financial Activity

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

Net Current Position

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

Capital Acquisition Report

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

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



### Reserve Movements Report

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

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

### Comments on Financial Activity to 30 November 2021

The Statement of Financial Activity (FAS) for the year to date (YTD) shows an overall Net Current Position of \$34.1 as opposed to the budget of \$18.8M. This represents a positive variance of \$15.3M 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>1.20%</b>	<b>818,453</b>	<b>111,994</b>
1. Other Revenue	310,949	78,116	414,950	298.06%	232,833	(1,953)
<b>Expenses from Ordinary Activities</b>				<b>9.42%</b>	<b>3,436,226</b>	<b>630,438</b>
2. Materials & Contracts	(5,854,162)	(7,170,299)	(20,245,296)	18.36%	1,316,137	106,693
3. Utilities	(934,154)	(1,043,849)	(2,774,773)	10.51%	109,695	72,282
4. Other Expenditure	(1,278,083)	(2,680,614)	(9,685,100)	52.32%	1,402,531	387,990
<b>5. Non-Operating Grants, Subsidies and Contributions</b>	822,048	6,145,480	34,850,687	(86.62%)	(5,323,432)	88,818
<b>Capital Revenue &amp; (Expenditure)</b>				<b>45.27%</b>	<b>14,402,505</b>	<b>3,275,066</b>
6. Land & Buildings	(412,514)	(8,742,442)	(22,802,632)	95.28%	8,329,928	1,411,584
Plant & Equipment	(574,245)	(408,000)	(2,890,000)	(40.75%)	(166,245)	(11,967)
Furniture & Equipment	(132,389)	(295,950)	(828,800)	55.27%	163,561	(48,217)
Infrastructure	(4,503,477)	(14,114,138)	(38,537,750)	68.09%	9,610,661	2,508,835
7. Proceeds from Sale of Assets	0	195,095	776,071	(100.00%)	(195,095)	(48,645)
8. Total Loan Repayments – Principal	(1,018,178)	(1,159,501)	(3,839,418)	12.19%	141,323	35,420
9. Transfer to Restricted Assets	(5,394,231)	0	(21,740)	(100.00%)	(5,394,231)	(702,220)
10. Transfer from Restricted Assets	2,020,043	0	1,735,682	100.00%	2,020,043	346,582











Various	Bridge Maintenance	37,551	124,623	87,072	69.9%	(10,862)
Bridge Maintenance works are largely scheduled to occur post-Christmas and in the later part of the financial year when water levels are at their lowest. Planning for these works is well underway and the downward trend YTD variance (\$10K reduction since October) is expected to continue in the coming months.						
Various	Waste Services	826,032	1,027,635	201,603	19.6%	(21,075)
\$135K of the variance is associated with concrete crushing and a further \$73K is associated with green waste processing, both that are planned for later in the financial year. \$87K is attributable to External Restoration Works associated with the Rendezvous contaminated sites matter while another \$38K of the variance is associated with postponement of the FOGO trial, where no costs are being incurred.						
Various	Roads Maintenance	546,037	353,520	(192,517)	(54.5%)	(32,442)
Road Maintenance activities are generally greater in the first five months of the year as the City's maintenance and construction crews focus on maintenance grading, road shoulders maintenance, road surface repair, drainage maintenance, fixing pot holes etc. There has been an overspend to budget mostly attributable to greater than anticipated works in relation to storm damage clean-up activities contributing to the year to date variance.						
Various	Reserves, Parks & POS Maintenance	622,197	722,158	99,961	13.8%	79,293
Underspend in reserves is linked to a number of cost codes including R0310 Eastern Link Landscape areas (project recently completed and maintenance just underway), R0315 Vasse Village Centre (which has only just been handed over to the city from the developer and contractor engaged), Dunsborough Lakes Sporting Precinct (project not yet completed by Major Projects) and a number of new Dunsborough Lakes cost codes (some not yet been handed over to the City).						

### 3. Utilities

Underspent compared to YTD November budget by \$110K, or 10.5%, due to:

Natural Account	YTD Budget	YTD Actual	Variance	Comments
3500 - Electricity	673,106	658,159	14,947	November's Synergy invoice worth \$20K did not arrive in time to be processed into November.
3505 - Gas - Reticulated	2,432	864	1,568	Immaterial
3506 - Gas - LPG Bottled	6,135	10,529	(4,394)	Main cause is the GLC – There has been an increased LPG demand due to geothermal heating issues. This variance has since corrected itself and as of January we are back on track, and unlikely to exceed budget by year end.
3507 - Gas - Alinta Boiler Gas (BJTP)	1,786	1,367	419	Immaterial
3510 - Water Consumption	80,634	49,331	31,303	High use of Water usually happens over the summer months. Plus billing is not every month. Water Corp bill's every 60 days and Bsn Water bill 3 times a year.
3511 - Water Meter Rental & Supply Charge	27,487	32,502	(5,015)	Charge for Airport accounts for \$3200 of the \$5000 variance – generally there are variances across the board. Question if budget set on last years or on averages?







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

The negative variance of \$5.3M 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>Finance and Corporate Services</u></b>		<b>57,000</b>	<b>5,000</b>	<b>52,000</b>	<b>1040.0%</b>	<b>52,000</b>
R0288	Locke Estate – Contributions	57,000	5,000	52,000	1040.0%	52,000
<b><u>Community and Commercial Services</u></b>		<b>-</b>	<b>66,401</b>	<b>(66,401)</b>	<b>(100.0%)</b>	<b>-</b>
10540	Recreation Administration	-	25,625	(25,625)	(100.0%)	-
10590	Naturaliste Community Centre	-	23,350	(23,350)	(100.0%)	-
C6010	Airport Fencing Works	-	17,426	(17,426)	(100.0%)	-
<b><u>Engineering and Works Services</u></b>		<b>765,048</b>	<b>6,074,079</b>	<b>(5,309,031)</b>	<b>(87.4%)</b>	<b>36,818</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	-	2,277,000	(2,277,000)	(100.0%)	-
B9999	Donated Buildings	30,000	-	30,000	100.0%	-
F0084	Thompson Way - New Path - Contributions	36,818	-	36,818	100.0%	36,818
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%)	-





B9407	Busselton Senior Citizens	40,815	111,750	70,935	63.5%	-
Works have been completed, however supplier invoicing has not yet been fully received and processed.						
B9591	Performing Arts Convention Centre	16,946	7,675,743	7,658,797	99.8%	1,530,148
The contract has been awarded to Broad Constructions with works commencing in early January.						
B9596	GLC Building Improvements	53,519	71,284	17,765	24.9%	(17,550)
Proposed project for stadium ventilation has been put on hold, pending a review of capital projects.						
B9605	Energy Efficiency Initiatives (Various Buildings)	86,013	111,580	25,567	22.9%	-
Works planned for commencement have encountered delays pending Western Power applications and approvals.						
B9611	Smiths Beach New Public Toilet	-	250,000	250,000	100.0%	-
<p>Project commencement was delayed due to changes to the project scope as a result of potential changes to size of the toilet facilities and investigations into the capacity of the existing septic system/upgrade to an ATU system to accommodate these changes. Project planning is now underway, with preliminary design work completed. Septic system design work is also underway.</p> <p>Notification has been received by the entity that currently supplies the water that they are no longer able to supply water for City toilets.</p> <p>As such an MOU is being reviewed by the property team to establish viability of infrastructure works and costs for water supply. A clearing permit application is also underway, however all other activity on the project has been put on hold until these issues are resolved.</p>						
B9612	Churchill Park Renew Sports Lights	73,562	212,850	139,288	65.4%	(66,402)
Works were planned to take place in July 2021, however due to a budget increase of \$73K from CSRFF grant funding, the project was re-scoped. RFQ's have gone out, with design works expected to commence in November. Actual works will not commence until after trotting season, sometime in February or March 2022.						
B9615	Naturaliste Community Centre AMP	-	14,400	14,400	100.0%	14,400
Works are delayed due to market pressures – demand for trades and materials is outstripping supply.						
B9616	Buildings Asset Management Plan High Use Allocation	36,907	-	(36,907)	(100.0%)	(2,985)
21/22 expenditure budgeted to occur December – April, however urgent unplanned works have incurred expenditure earlier in the Financial Year. Majority of the cost is attributed to the replacement of the Old Fire Station doors, which were planned to commence January 2022 but brought forward to a change in contractor availability. Variance due to timing of works.						
B9622	Dunsborough Youth Centre Building Construction	43,274	-	(43,274)	(100.0%)	(42,670)
This variance is mainly due to the recognition of a donated mobile building worth \$30K.						
B9711	Busselton Airport – Building	-	12,200	12,200	100.0%	-
Small capital works projects that were planned to be completed prior to Jetstar flights commencing. These have been delayed due to the continuing deferment of the commencement of RPT flights.						
B9717	Airport Construction - Existing Terminal Upgrade	-	39,650	39,650	100.0%	-
Invoicing in relation to the retention monies owing to Pindan for works completed has not yet been received.						







Various	Other P&G Infrastructure	2,056,845	4,746,796	2,689,951	56.7%	793,077
90% of the YTD variance to budget is associated with the follow projects, all of which are in progress; <ul style="list-style-type: none"> <li>• Barnard Park East Foreshore Development</li> <li>• Dunsborough Lakes Sporting Precinct</li> <li>• Dunsborough Non-Potable Water Network</li> <li>• WAPC POS Upgrades</li> <li>• Eagle Bay Viewing Platform</li> </ul>						
Various	Drainage	12,849	35,200	22,351	63.5%	23,571
The YTD variance to budget is largely associated with the Carey Street drainage upgrade project which is scheduled for construction during February and March.						
Various	Regional Airport & Industrial Park Infrastructure	66,372	130,051	63,679	49.0%	(119,339)
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.						

## 7. Proceeds From Sale of Assets

YTD there have been no proceeds from sale of assets recorded against the YTD budget of \$195K. This is due to the continuing delays in delivery of acquisitions, and the associated transfer to auction of the vehicles being replaced. Some vehicles that were planned to be traded/auctioned have also been retained and redeployed instead.

## 8. Total Loan Repayments - Principal

Repayments of the principal on loans is \$141K under budget YTD, due to the loan for the BPACCC not proceeding in timeframe as budgeted.

## 9. Transfer to Restricted Assets

There is a YTD variance in transfers to Restricted Assets of \$5.4M as there is no budget for this item.

At the time of budgeting it is not possible to predict what grants will be received in what timeframe, nor when they will be spent and hence potentially transferred to Restricted Assets (or unspent portions thereof). The following grants, totaling \$4M, 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;
- \$2.25M 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;
- \$30K 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;
- \$20K 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;
- \$130K 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 BPACCC project; and
- \$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.

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 \$1.4M has been received YTD, with \$329K for road works bonds and \$508K for caravan park deposits.

#### **10. Transfer from Restricted Assets**

YTD there has been \$2M transferred from Restricted Assets into the Municipal Account. This was mainly attributable to \$605K of Bushfire Mitigation Activity funds that did not need to be restricted, \$200K from Department of Primary Industries & Regional Development used for CCTV expansion and training of hospitality workers, and \$579K 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 30<sup>th</sup> November 2021 the value of the City's invested funds remained at \$94.4M, unchanged from \$94.4M as at 31<sup>st</sup> October 2021

The balance of 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) remains at \$6.5M.

During the month of November three term deposits totalling the amount of \$9M matured. These were renewed for a further 167 days at 0.33% on average.

The official cash rate remains steady for the month of November 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 there were no new loans entered into or drawn down. The attached Loan Schedule outlines the status of all existing loans as at November YTD.

**Chief Executive Officer – Corporate Credit Card**

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

Date	Payee	Description	\$ Amount
28/10/21	GANNAWAYS	BUS TICKET FOR BCCI GALA NIGHT - MAYOR G.HENLEY	\$25.00
29/10/21	THE GOOD EGG	CEO/MAYOR CATCH UP WITH CITY OF BUNBURY	\$76.50
02/11/21	CROWN PERTH	LG PRO CONFERENCE – REFRESHMENTS*	\$38.00
02/11/21	CROWN METROPOL	LG PRO CONFERENCE ACCOMODATION –CEO M. ARCHER*	\$495.88
4/11/21	CROWN METROPOL	LG PRO CONFERENCE INCIDENTALS & MEALS – CEO M.ARCHER*	\$193.29
11/11/21	TUDOR HOUSE	AUSTRALIAN FLAGS FOR COUNCIL CHAMBERS	\$385.00
12/11/21	ADINA HOTEL	NEW COUNCILLORS SEMINAR ACCOMMODATION – CR M. LOVE	\$191.47
12/11/21	ADINA HOTEL	NEW COUNCILLORS SEMINAR ACCOMMODATION – CR J. RICHARDS	\$191.47
		<b>TOTAL</b>	<b>\$1,211.61</b>

\* Funding from CEO's professional development allowance under contract.

**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 30 November 2021, the City's net current position stands at \$34.1M. The City's financial performance is considered satisfactory, and cash reserves remain strong.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not applicable.



City of Busselton  
Loan Schedule - as at 30th November 2021

Purpose	Loan Number	Institution	Budgeted Interest Rate %	Term (Years)	Expiry	Actual Interest Rate %	2021/22 Actual New Loans \$	2021/22 Actual Principal Repayments \$	2021/22 Actual Balance of Principal Owning \$	2021/22 Actual Interest Repayments \$	Budget Principal 1 July 2021 \$	2021/22 Budget New Loans \$	2021/22 Budget Principal Repayments \$	Budget Principal outstanding 30 June 2022 \$	2021/22 Budget Interest Repayments \$
<b>Council Loans</b>															
<b>Administration</b>															
Civic and Administration Centre	207	WATC	4.51	20	Jun-34	4.51		190,470	13,179,436	150,746	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	7,671	850,000	-	-	850,000	(30,685)
<b>Recreation and Culture</b>															
Geothermal Heating GLC	202	WATC	3.98	10	Jun-23	3.98		15,014	109,365	1,238	124,379	-	(60,958)	63,421	(4,048)
Busselton Foreshore	204	WATC	4.36	15	Jun-29	4.36		17,795	659,220	7,379	677,015	-	(72,352)	604,663	(28,346)
GLC Extensions	205	WATC	3.92	10	Jun-24	3.92		32,505	379,277	4,035	411,782	-	(131,942)	279,840	(14,218)
Busselton Foreshore	209	WATC	3.45	12	Jun-27	3.45		135,627	3,475,366	32,138	3,610,993	-	(549,793)	3,061,200	(121,266)
Busselton Foreshore	211	WATC	2.55	8	Oct-24	2.55		190,781	1,197,039	17,089	1,387,820	-	(384,003)	1,003,817	(31,737)
Busselton Foreshore Jetty Precinct	215	WATC	3.25	10	Apr-28	3.25		117,634	1,715,025	29,781	1,832,659	-	(237,180)	1,595,480	(57,650)
Tennis Club Facility	216	WATC	3.25	10	Apr-28	3.25		129,398	1,886,528	32,759	2,015,925	-	(260,898)	1,755,027	(63,415)
Lot 10 Commonage Road	217	WATC	3.25	10	Apr-28	3.25		75,286	1,097,616	19,060	1,172,902	-	(151,795)	1,021,107	(36,896)
Busselton Tennis Club	218	WATC	2.21	10	Jun-29	2.21		29,364	995,383	5,662	1,024,747	-	(118,433)	906,314	(21,670)
Performing Arts / Convention Centre	New	WATC	2.02								-	5,000,000	(143,468)	4,856,532	(50,139)
Performing Arts / Convention Centre	New	WATC	1.46								-	5,000,000	(467,852)	4,532,148	(70,446)
<b>Transport</b>															
Land Acquisition for Parking	203	WATC	4.19	8	Sep-21	4.19		40,142	-	420	40,142	-	(40,142)	-	(420)
Airport Jet A1 Installation	206	WATC	3.92	10	Jun-24	3.92		9,481	110,623	1,177	120,103	-	(38,483)	81,620	(4,147)
Airport Freight Hub Stage 1	219	WATC	2.21	10	Jun-29	2.21		34,767	1,178,534	6,703	1,213,301	-	(140,225)	1,073,076	(25,657)
							-	1,018,263	26,833,412	315,858	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		754	12,001	93	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)
Geopraphe 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		1,744	36,156	130	37,900	-	(7,011)	30,889	(483)
Busselton Hockey Club Stadium	221	WATC	1.31	10	Jun-30	1.31		1,070	39,749	134	40,819	-	(4,302)	36,517	(514)
Busselton Golf Club	222	WATC	1.45	10	Jun-31	1.45		2,560	107,440	525	110,000	-	(10,297)	99,703	(1,666)
Community Groups 21/22 \$200K	New	WATC	2.77								-	200,000	(9,215)	190,785	(1,680)
<b>Economic Services</b>															
Geopraphe Bay Tourism Association	201	WATC	4.76	10	Sep-21	4.76		3,100	-	37	3,100	-	(3,100)	-	(37)
MIRBTA - 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)
							-	24,914	391,106	4,189	416,021	5,450,000	(267,033)	5,598,988	(83,048)
<b>Total - Council and Self-supporting Loans</b>															
							-	1,043,178	27,224,518	320,047	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 November 2021**

11am Bank Account As at 30 November 2021

INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	0.00%	\$ 6,500,000

Term Deposits - Miscellaneous Funds As at 30 November 2021

INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
ANZ	AA	304	14-May-22	0.40%	\$ 3,500,000
Westpac	AA	243	22-Jun-22	0.20%	\$ 1,501,572
Westpac	AA	184	17-Feb-22	0.20%	\$ 1,500,000
Bendigo	BBB	181	23-Mar-22	0.25%	\$ 3,000,000
Westpac	AA	153	06-Dec-21	0.23%	\$ 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	183	24-Dec-21	0.23%	\$ 3,000,000
Westpac	AA	215	24-Feb-22	0.24%	\$ 2,000,000
Westpac	AA	153	29-Jan-22	0.20%	\$ 4,000,000
NAB	AA	151	19-Apr-22	0.36%	\$ 4,000,000
ANZ	AA	183	24-Dec-21	0.35%	\$ 3,000,000
ANZ	AA	181	25-May-22	0.28%	\$ 2,000,000
ANZ	AA	153	26-Jan-22	0.32%	\$ 4,000,000
WBC	AA	181	10-Mar-22	0.22%	\$ 4,000,000
NAB	AA	181	06-Dec-21	0.29%	\$ 3,000,000
NAB	AA	210	02-Jun-22	0.36%	\$ 3,000,000
NAB	AA	180	02-Feb-22	0.26%	\$ 4,000,000
ANZ	AA	184	10-Feb-22	0.34%	\$ 2,000,000
ANZ	AA	122	10-Jan-22	0.31%	\$ 2,000,000
ANZ	AA	151	10-Mar-22	0.25%	\$ 3,000,000
CBA	AA	365	29-Sep-22	0.41%	\$ 5,000,000
MeBank	BBB	180	28-Mar-22	0.40%	\$ 2,000,000
MeBank	BBB	210	27-Apr-22	0.40%	\$ 2,000,000
BoQ	BBB	212	29-Apr-22	0.40%	\$ 2,000,000
BoQ	BBB	243	30-May-22	0.40%	\$ 2,000,000
ANZ	AA	273	29-Jun-22	0.39%	\$ 4,000,000
ANZ	AA	242	29-May-22	0.37%	\$ 2,000,000
CBA	AA	152	28-Feb-22	0.33%	\$ 3,000,000

Total of Term Deposits	\$ 85,501
Weighted Average Annual Rate of Return	0.31%

Airport Redevelopment Funds As at 30 November 2021

WA Treasury Corp. - Overnight Cash Deposit Facility	0.05%	\$	1,639,256
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Total of Airport Redevelopment Funds - WATC	\$	1,639,256
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	Nil
<b>Total of Airport Redevelopment Funds - Bank Term Deposits</b>	<b>\$0</b>

ANZ Cash Account	AA	NA	NA	0.00%	\$	784,422
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Total of Airport Redevelopment Funds - Other	\$ 784,422
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Total of Airport Redevelopment Funds	\$ 2,423,678
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Interest Received 2015/16	\$	609,666
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Interest Received 2016/17	\$ 1,158,623
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Interest Received 2017/18	\$	631,835
Interest Received 2018/19	\$	121,836

Interest Received 2018/19	\$	121,630
Interest Received 2019/20	\$	43,093

Interest Received 2020/21	\$	2,267
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Interest Received 2021/22	\$	277
Interest Accrued but not yet Received	\$	67

Total Interest Airport Funds (Non-Reserve) at month's end	\$ 2,567,664
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Interest Transferred out and held in City Reserve Account 136	\$	1,085,630
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Interest Transferred out to Municipal Funds	\$	24,235
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(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 30 November 2021
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1 Tam Bank Account	\$	6,000,000	\$	9,500,000	\$	6,500,000
Term Deposits - Misc. Funds	\$	80,500,000	\$	65,500,000	\$	85,501,572
Foreshore Development Funds - WATC	\$	-	\$	-	\$	-
Airport Redevelopment - WATC Deposits	\$	1,638,486	\$	1,639,048	\$	1,639,256
Airport Redevelopment - Bank Term Deposit	\$	-	\$	-	\$	-
Airport Redevelopment - ANZ Cash A/c	\$	1,158,221	\$	784,422	\$	784,422
Total of all Investments Held	\$	89,296,706	\$	77,423,471	\$	94,425,250

TOTAL INTEREST RECEIVED AND ACCRUED	\$	206,477	\$	400,095	\$	85,078
INTEREST BUDGET	\$	241,410	\$	652,934	\$	94,899

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

**Fully Compliant**

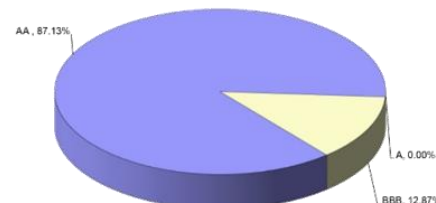
**Fully Compliant**

**Fully Compliant**

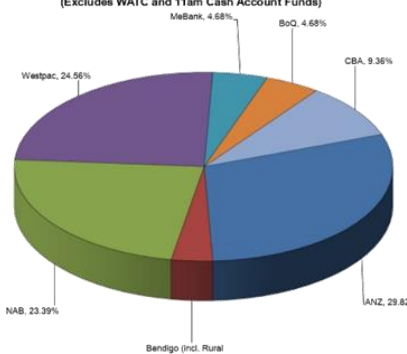
**Fully Compliant**

## Investment Graphs

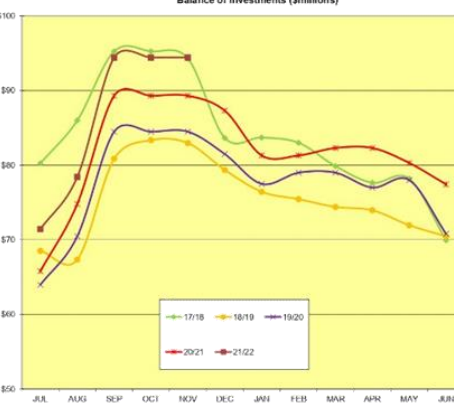
Summary of Term Deposits by S & P Rating  
(Excludes WATC and 11am Cash Account Funds)



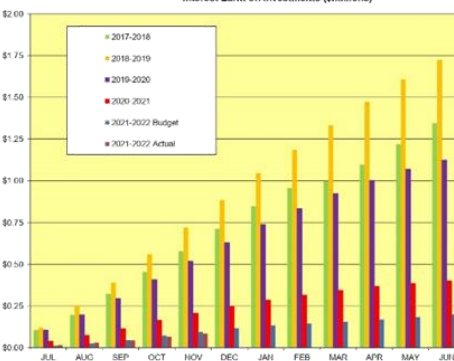
Summary of Term Deposits by Institution  
(Excludes WATC and 11am Cash Account Funds)



Balance of Investments (\$millions)



Interest Earned on Investments (\$millions)



## City of Busselton

## Statement of Financial Activity

## Year to Date As At 30 November 2021

	2021/2022 Actual YTD	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2021/22 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
<b>Revenue from Ordinary Activities</b>						
Rates	54,569,994	54,611,236	54,611,236	54,933,780	54,933,780	-0.08%
Operating Grants, Subsidies and Contributions	1,697,437	1,577,264	1,577,264	4,730,088	4,730,088	7.62%
Fees & Charges	11,858,672	11,363,365	11,300,792	18,102,218	18,102,218	4.36%
Other Revenue	310,949	78,116	78,116	414,950	414,950	298.06%
Interest Earnings	423,956	412,575	412,575	609,250	609,250	2.76%
	<b>68,861,009</b>	<b>68,042,556</b>	<b>67,979,983</b>	<b>78,790,286</b>	<b>78,790,286</b>	<b>1.20%</b>
<b>Expenses from Ordinary Activities</b>						
Employee Costs	(14,235,005)	(14,938,720)	(14,923,106)	(34,562,209)	(34,562,209)	4.71%
Materials & Contracts	(5,854,162)	(7,170,299)	(7,375,052)	(20,245,296)	(20,245,296)	18.36%
Utilities (Gas, Electricity, Water etc)	(934,154)	(1,043,849)	(1,043,849)	(2,774,773)	(2,774,773)	10.51%
Depreciation on non current assets	(9,962,211)	(10,508,490)	(10,508,490)	(24,957,238)	(24,957,238)	5.20%
Insurance Expenses	(783,825)	(777,597)	(777,597)	(777,707)	(777,707)	-0.80%
Other Expenditure	(1,278,083)	(2,680,614)	(2,705,613)	(9,685,100)	(9,685,100)	52.32%
Allocations	376,024	649,752	649,752	2,167,220	2,167,220	42.13%
	<b>(32,671,417)</b>	<b>(36,469,817)</b>	<b>(36,683,955)</b>	<b>(90,835,103)</b>	<b>(90,835,103)</b>	<b>10.42%</b>
<b>Borrowings Cost Expense</b>						
Interest Expenses	(335,437)	(355,143)	(355,143)	(1,262,247)	(1,262,247)	5.55%
	<b>(335,437)</b>	<b>(355,143)</b>	<b>(355,143)</b>	<b>(1,262,247)</b>	<b>(1,262,247)</b>	<b>5.55%</b>
Non-Operating Grants, Subsidies and Contributions	822,048	6,145,480	6,145,480	34,850,687	34,846,780	-86.62%
Profit on Asset Disposals	0	13,513	13,513	46,714	46,714	-100.00%
Loss on Asset Disposals	0	(28,087)	(28,087)	(65,149)	(65,149)	100.00%
	<b>822,048</b>	<b>6,130,906</b>	<b>6,130,906</b>	<b>34,832,252</b>	<b>34,828,345</b>	<b>-86.59%</b>
<b>Net Result</b>	<b>36,676,203</b>	<b>37,348,502</b>	<b>37,071,791</b>	<b>21,525,188</b>	<b>21,521,281</b>	<b>-1.80%</b>
<b>Adjustments for Non-cash Revenue &amp; Expenditure</b>						
Depreciation	9,962,211	10,508,490	10,508,490	24,957,238	24,957,238	
Donated Assets	(728,230)	0	0	(5,600,000)	(5,600,000)	
(Profit)/Loss on Sale of Assets	0	14,574	14,574	18,435	18,435	
Allocations & Other Adjustments	(526,013)	0	0	0	0	
Deferred Pensioner Movements (Non-current)	12,888	0	0	0	0	
Recording of Employee Benefit Provisions (NC)	0	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	207,142	0	0	0	0	
Future Obligations Net Movements (NC)	3,507,573	303,220	303,220	(3,055,520)	(3,008,812)	
<b>Capital Revenue &amp; (Expenditure)</b>						
Land & Buildings	(412,514)	(8,742,442)	(8,742,442)	(22,802,632)	(22,838,597)	95.28%
Plant & Equipment	(574,245)	(408,000)	(408,000)	(2,890,000)	(2,870,000)	-40.75%
Furniture & Equipment	(132,389)	(295,950)	(295,950)	(828,800)	(828,800)	55.27%
Infrastructure	(4,503,477)	(14,114,138)	(14,309,422)	(38,537,750)	(38,334,501)	68.09%
Right of Use Assets						
Proceeds from Sale of Assets	0	195,095	195,095	776,071	776,071	-100.00%
Proceeds from New Loans	0	0	0	15,450,000	15,450,000	0.00%
Self Supporting Loans - Repayment of Principal	24,914	24,912	24,912	267,033	267,033	0.01%
Total Loan Repayments - Principal	(1,018,178)	(1,159,501)	(1,159,501)	(3,839,418)	(3,839,418)	12.19%
Repayment Capital Lease	(219,662)	(242,217)	(242,217)	(489,199)	(489,199)	9.31%
Advances to Community Groups	0	0	0	(5,450,000)	(5,450,000)	0.00%
Transfer to Restricted Assets	(5,394,231)	0	0	(21,740)	(21,740)	-100.00%
Transfer from Restricted Assets	2,020,043	0	0	1,735,682	1,688,974	100.00%
Transfer to Reserves	(8,931,791)	(8,801,793)	(8,801,793)	(22,109,232)	(22,109,232)	-1.48%
Transfer from Reserves	1,727,318	1,727,318	1,727,318	39,544,446	39,381,069	0.00%
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>34,145,943</b>	<b>18,806,450</b>	<b>18,334,455</b>	<b>1,098,182</b>	<b>1,118,182</b>	

City of Busselton

Net Current Position

Year to Date As At 30 November 2021

	2021/22 Actual	2021/22 Amended Budget	2021/22 Original Budget	2020/21 Actual
	\$	\$	\$	\$
<b><u>NET CURRENT ASSETS</u></b>				
<b><u>CURRENT ASSETS</u></b>				
Cash - Unrestricted	17,404,338	4,147,819	4,167,819	5,498,018
Cash - Restricted	84,155,115	54,510,283	54,720,367	73,659,438
Sundry Debtors	1,237,344	2,263,362	2,263,362	2,229,605
Rates Outstanding - General	17,096,457	586,388	586,388	586,388
Stock on Hand	923,881	900,000	900,000	936,902
	<u>120,817,135</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	2,516,077	6,799,387	6,799,387	6,802,533
Obligations Liability (C)	0	4,000,000	4,000,000	3,736,544
Performance Bonds	3,631,624	3,424,482	3,424,482	3,424,482
	<u>6,147,701</u>	<u>14,223,869</u>	<u>14,223,869</u>	<u>13,963,559</u>
Current Position (inclusive of Restricted Funds)	114,669,434	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)	3,631,624	3,424,482	3,424,482	3,424,482
Less: Cash - Restricted Funds	(84,155,115)	(54,510,283)	(54,720,367)	(73,659,438)
<b><u>NET CURRENT ASSET POSITION</u></b>	<u><u>34,145,943</u></u>	<u><u>1,098,182</u></u>	<u><u>1,118,182</u></u>	<u><u>2,448,380</u></u>

**City of Busseton**  
**Capital Construction & Acquisition Report**  
**Property, Plant & Equipment, Infrastructure**  
**Year to date as at 30 November 2021**

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
	\$	\$	\$	\$	\$	%
>> Property, Plant & Equipment						
<b>Land</b>						
10610 Property Services Administration	3,671	20,835	20,835	50,000	50,000	-82.38%
	3,671	20,835	20,835	50,000	50,000	-82.38%
<b>Buildings</b>						
<b>Major Projects</b>						
<b>Major Project - Dunsborough Foreshore</b>						
B9614 Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom Fac.	0	75,000	75,000	1,300,000	1,300,000	-100.00%
	0	75,000	75,000	1,300,000	1,300,000	-100.00%
<b>Major Project - Administration Building</b>						
B9012 Civic and Administration Building Replacement of Cladding	466	20,000	20,000	500,000	500,000	-97.67%
	466	20,000	20,000	500,000	500,000	-97.67%
<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	29,689	20,300	20,300	81,200	81,200	46.25%
B9301 Aged Housing Capital Improvements - Harris Road	0	18,250	18,250	73,000	73,000	-100.00%
B9302 Aged Housing Capital Improvements - Winderlup Court (City)	0	66,600	66,600	81,600	81,600	-100.00%
B9407 Busseton Senior Citizens	40,815	111,750	111,750	111,750	111,750	-63.48%
B9538 Weld Theatre	0	0	0	130,000	130,000	0.00%
B9556 NCC Upgrade	(495)	0	0	0	0	0.00%
B9591 Performing Arts Convention Centre	16,946	7,675,743	7,675,743	18,420,297	18,420,297	-99.78%
B9596 GLC Building Improvements	53,519	71,284	71,284	285,150	285,150	-24.92%
B9605 Energy Efficiency Initiatives (Various Buildings)	86,013	111,580	111,580	187,100	187,100	-22.91%
B9608 Demolition Allocation (Various Buildings)	0	0	0	25,000	25,000	0.00%
B9610 Old Butter Factory	0	2,000	2,000	6,000	6,000	-100.00%
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 GLC CCTV Installation	0	0	0	50,000	50,000	0.00%
B9615 Naturaliste Community Centre AMP	0	14,400	14,400	72,000	72,000	-100.00%
B9616 Buildings Asset Management Plan High Use Allocation	36,907	0	0	150,000	150,000	0.00%
B9617 Buildings AMP Renewal Allocation - Meelup Ablution	1,522	0	0	200,000	200,000	0.00%
B9619 Railway House Public Ablution Improvements	15,085	14,000	14,000	14,000	14,000	7.75%
B9620 YCAS/ SLSC Improvements	6,017	6,000	6,000	19,000	19,000	0.28%
B9621 Bovell Construction of Changerooms	0	0	0	90,000	90,000	0.00%
B9622 Dunsborough Youth Centre Building Construction	43,274	0	0	80,000	80,000	0.00%
B9711 Busseton Airport - Building	0	12,200	12,200	12,200	12,200	-100.00%
B9717 Airport Construction, Existing Terminal Upgrade	0	39,650	39,650	46,485	82,450	-100.00%
B9720 BMRA Hangars	0	0	0	210,000	210,000	0.00%
B9808 Busseton Jetty Tourist Park Upgrade	4,314	0	0	50,000	50,000	0.00%
	408,377	8,626,607	8,626,607	20,952,632	20,988,597	-95.27%
<b>Total Buildings</b>	<b>408,843</b>	<b>8,721,607</b>	<b>8,721,607</b>	<b>22,752,632</b>	<b>22,788,597</b>	<b>-95.31%</b>
<b>Plant &amp; Equipment</b>						
10250 Information & Communication Technology Services	0	0	0	40,000	40,000	0.00%
10372 Dunsborough Cemetery	0	20,000	20,000	20,000	20,000	-100.00%
10380 Busseton Library	31,805	0	0	40,000	40,000	0.00%
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	0	0	50,000	50,000	0.00%
11101 Engineering Services Administration	0	0	0	35,000	35,000	0.00%
11107 Engineering Services Design	0	70,000	70,000	185,000	185,000	-100.00%
11151 Airport Operations	0	0	0	15,000	15,000	0.00%
11202 Building Facilities - Weather Station Installations	0	0	0	20,000	0	0.00%
11401 Transport - Workshop	0	10,000	10,000	10,000	10,000	-100.00%
11402 Plant Purchases (P10)	420,639	8,000	8,000	896,000	896,000	5157.99%
11403 Plant Purchases (P11)	36,961	40,000	40,000	579,000	579,000	-7.60%
11404 Plant Purchases (P12)	0	0	0	515,000	515,000	0.00%
11407 P&E - P&G Smart Technologies	0	0	0	100,000	100,000	0.00%
11500 Operations Services Administration	0	0	0	75,000	75,000	0.00%
	574,245	408,000	408,000	2,890,000	2,870,000	40.75%
<b>Furniture &amp; Office Equipment</b>						
10250 Information & Communication Technology Services	87,576	0	0	441,800	441,800	0.00%
10380 Busseton Library	25,987	21,150	21,150	21,150	21,150	22.87%



City of Busseton  
Capital Construction & Acquisition Report  
Property, Plant & Equipment, Infrastructure  
Year to date as at 30 November 2021

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
10558 Events	0	200,000	200,000	200,000	200,000	-100.00%
10590 Naturaliste Community Centre	8,826	34,950	34,950	60,000	60,000	-74.75%
10591 Geographe Leisure Centre	0	0	0	30,000	30,000	0.00%
10625 Art Geo Administration	10,000	0	0	10,000	10,000	0.00%
10900 Cultural Planning	0	13,400	13,400	25,400	25,400	-100.00%
81000 Administration Building- 2-16 Southern Drive	0	0	0	14,000	14,000	0.00%
81350 Churchill Park- Other Buildings	0	26,450	26,450	26,450	26,450	-100.00%
	132,389	295,950	295,950	828,800	828,800	-55.27%
<b>Sub-Total Property, Plant &amp; Equipment</b>	<b>1,119,147</b>	<b>9,446,392</b>	<b>9,446,392</b>	<b>26,521,432</b>	<b>26,537,397</b>	<b>-88.15%</b>
<b>&gt;&gt; Infrastructure</b>						
<b>Roads</b>						
S0017 Goldsmith Street	1,219	0	0	0	0	0.00%
S0026 Payne Road	2,250	12,500	12,500	30,000	30,000	-82.00%
S0048 Bussell Highway	350,686	540,850	540,850	1,197,100	1,197,100	-35.16%
S0070 Peel & Queen Street Roundabout Service Relocation	47,395	610,500	610,500	610,500	610,500	-92.24%
S0072 Kaloourup Road - Reconstruct and Seal Shoulders	104,153	130,300	130,300	130,300	130,300	-20.07%
S0075 Local Road and Community Infrastructure Program	8,079	0	0	0	0	0.00%
S0076 Kaloourup Road (Stage 1)	136,300	243,238	243,238	979,550	979,550	-43.96%
S0077 Ludlow-Hithergreen Stage 2 Reconstruct & Widen	77,250	45,001	45,001	360,000	360,000	71.66%
S0078 Sugarloaf Road	29,946	301,500	502,500	1,206,000	1,206,000	-90.07%
S0321 Yoongarillup Road - Second Coat Seal	0	12,500	12,500	100,000	100,000	-100.00%
S0329 Georgette Street Reconstruction	(3,658)	0	0	0	0	0.00%
S0330 Hakea Way Asphalt Overlay	(3,088)	0	0	0	0	0.00%
S0331 Barracks Drive Spray Seal	264	16,372	16,372	130,980	130,980	-98.39%
S0332 Inlet Drive Spray Seal	0	5,875	5,875	47,000	47,000	-100.00%
S0333 Chapman Crescent Spray Seal	0	9,750	9,750	78,000	78,000	-100.00%
S0334 Chapman Hill Road	1,825	374,000	374,000	1,496,000	1,496,000	-99.51%
S0335 Kaloourup Road	1,560	120,475	120,475	481,900	481,900	-98.71%
S0336 Wildwood Road	6,854	468,875	468,875	1,875,500	1,875,500	-98.54%
T0020 Capel Tutunup Road	16,205	0	0	0	0	0.00%
V0007 Causeway Road - Molloy Street Intersection	2,400	46,875	46,875	375,000	375,000	-94.88%
W0029 Payne Road - Upgrade	1,063	0	0	0	0	0.00%
W0054 Harris Road	467	0	0	0	0	0.00%
W0067 Ford Road Reconstruct and Asphalt Overlay	36,909	0	0	0	0	0.00%
W0075 Ludlow Hithergreen Road	6,822	7,124	7,124	57,000	57,000	-4.24%
W0077 Chain Avenue	1,372	0	0	0	0	0.00%
W0084 Vasse Yallingup Siding Road	298	0	0	0	0	0.00%
W0114 Wonnerup South Road	0	8,749	8,749	70,000	70,000	-100.00%
W0121 Geographe Bay Road Quindalup	(10,161)	0	0	0	0	0.00%
W0231 Carey Street - Asphalt Overlay & Kerb	307	0	0	0	0	0.00%
W0246 Barnard Park East Foreshore Stage 2 Capital Works	168,912	200,000	200,000	403,000	403,000	-15.54%
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%
W0264 Caves Road - Median Crossing	1,279	20,350	20,350	20,350	20,350	-93.72%
W0265 Seascope Rise - Road Safety Upgrade	176	75,950	75,950	236,000	236,000	-99.77%
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	6,295	100,500	100,500	804,000	804,000	-93.74%
W0269 Dunsborough Lakes Drive Asphalt Overlay	2,561	16,250	16,250	130,000	130,000	-84.24%
W0270 Geographe Bay Road (Mann Street End) Asphalt Overlay	145,701	32,375	32,375	259,000	259,000	350.04%
W0271 Gifford Road Reconstruction	6,098	41,750	41,750	334,000	334,000	-85.39%
W0273 Monaghans Way Asphalt Overlay	14,896	15,563	15,563	124,500	124,500	-4.29%
W0274 Rendezvous Road Spray Seals	8,606	70,625	70,625	565,000	565,000	-87.82%
W0275 Sayers Street Asphalt Overlay	8,679	5,437	5,437	43,500	43,500	59.62%
W0276 Cape Naturaliste Road - School Warden Crossing Upgrade	48,272	7,500	7,500	60,000	60,000	543.63%
W0277 Commonage & Hayes Road intersection Safety works	132	5,126	5,126	41,000	41,000	-97.42%
W0278 Florence Road Resheet	5,075	1,250	1,250	10,000	10,000	306.04%
W0279 Hanaby Road Resheet	35,418	3,275	3,275	26,200	26,200	981.46%
W0280 Jacka Road Resheet	18,044	2,501	2,501	20,000	20,000	621.48%
W0281 Williamson Road Resheet	29,317	4,128	4,128	33,000	33,000	610.19%
W0282 Wilyabrup Road Resheet	51,109	9,876	9,876	79,000	79,000	417.51%
W0284 Haag Road Resheet	56,903	9,976	9,976	79,800	79,800	470.40%
W0285 Peel Terrace Butter Factory Pedestrian Refuge Construction	495	0	0	0	0	0.00%
	1,386,170	3,607,166	3,808,166	12,523,430	12,523,430	-61.57%
<b>Bridges</b>						
A0006 Roy Road - Bridge Construction - Bridge 3373A	0	0	0	87,000	87,000	0.00%
A0008 Layman Road Bridge - 3438	0	0	0	234,000	234,000	0.00%
A0014 Bussell Highway - 0241	0	744,000	744,000	744,000	744,000	-100.00%
A0022 Yallingup Beach Road Bridge - 3347	0	700,000	700,000	700,000	700,000	-100.00%
A0023 Kaloourup Road Bridge - 3381	0	0	0	975,000	975,000	0.00%
A0024 Boallia Road Bridge - 4854	0	0	0	1,009,000	1,009,000	0.00%

**City of Busseton**  
**Capital Construction & Acquisition Report**  
**Property, Plant & Equipment, Infrastructure**  
**Year to date as at 30 November 2021**

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
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>						
C0036 Lou Weston / King St Foreshore Car Parking	92	0	0	0	0	0.00%
C0043 Administration Building Carpark	50,737	33,000	33,000	33,000	33,000	53.75%
C0044 Meelup Coastal Nodes - Carpark upgrade	(2,752)	0	0	0	0	0.00%
C0047 Dunsborough Town Centre Carparking	317	30,000	30,000	240,000	240,000	-98.94%
C0050 Forth Street Groyne Carpark - Formalise and Seal	7,518	53,450	53,450	53,450	53,450	-85.93%
C0053 Car Parking - Rear of Hotel Site 1	16,352	33,850	33,850	33,850	33,850	-51.69%
C0054 Barnard East Car Parking	80,141	104,950	104,950	104,950	104,950	-23.64%
C0055 Barnard Park East Foreshore Car Parking	125,422	243,625	243,625	292,350	292,350	-48.52%
C0056 Hotel Site 2 Carpark	720	0	0	230,000	230,000	0.00%
C0064 Dunsborough Lakes Sporting Precinct (Stage 1) - Carparking,	0	666,670	666,670	800,000	800,000	-100.00%
C0065 Meelup Coastal Parking & Landscaping	35,299	21,630	21,630	173,000	173,000	63.19%
C0311 Stinger Control	0	45,000	45,000	45,000	45,000	-100.00%
	313,847	1,232,175	1,232,175	2,005,600	2,005,600	-74.53%
<b>Footpath and Cycleways</b>						
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	2,125	2,125	17,000	17,000	-100.00%
F0094 Georgette Street	(7,792)	12,950	12,950	12,950	12,950	-160.17%
F0096 Stanley Place	(23,238)	0	0	0	0	0.00%
F0098 Dunsborough Centennial Park Project	0	12,500	12,500	100,000	100,000	-100.00%
F0100 Busseton Foreshore Improvements	17,821	39,650	39,650	39,650	39,650	-55.05%
F0102 Busseton CBD Footpath Renewal	58,016	62,500	62,500	500,000	500,000	-7.17%
F0103 Carey Street Footpath Construction	0	27,500	27,500	220,000	220,000	-100.00%
F0105 End of Trip Footpath Construction	0	1,250	1,250	10,000	10,000	-100.00%
F0106 Wayfinding Signage - Footpath & Cycleways	0	1,500	1,500	12,000	12,000	-100.00%
F0107 Arnup Drive Footpath Construction	326	8,750	8,750	70,000	70,000	-96.28%
F0108 Backhouse / Falkingham Footpath Construction	8,894	1,000	1,000	8,000	8,000	789.42%
F0109 Joseph Drive Footpath Construction	2,333	2,500	2,500	20,000	20,000	-6.69%
F0110 Sloan Drive Footpath	0	11,813	11,813	94,500	94,500	-100.00%
F0111 Cook Street Footpath	0	4,156	4,156	33,250	33,250	-100.00%
F0112 Causeway Road Shared Path	2,545	0	0	197,000	197,000	0.00%
F1022 Buayanyup Drain Shared Path	374,310	520,800	520,800	520,800	520,800	-28.13%
	442,256	798,044	798,044	1,944,200	1,944,200	-44.58%
<b>Parks, Gardens and Reserves</b>						
<b>Busseton Jetty</b>						
C3497 Busseton Jetty - Capital Expenditure	31,072	272,524	272,524	817,550	817,550	-88.60%
	31,072	272,524	272,524	817,550	817,550	-88.60%
<b>Coastal &amp; Boating</b>						
C2512 Sand Re-Nourishment	34,586	40,000	40,000	100,000	100,000	-13.53%
C1511 RBFS Various Grant Applications	0	15,900	15,900	31,800	31,800	-100.00%
C2530 Coastal Structures (West Busseton Seawall - Stage 2)	36,169	390,000	390,000	410,000	410,000	-90.73%
C2532 Coastal Adaptation: Mitigation of Coastal Flooding (Drain M)	0	200,000	200,000	200,000	200,000	-100.00%
C2533 Coastal Adaptation: Forth St (Stage 2)	6,761	430,000	430,000	430,000	430,000	-98.43%
	77,516	1,075,900	1,075,900	1,171,800	1,171,800	-92.80%
<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	16,658	50,000	50,000	200,000	200,000	-66.68%
C3489 Liquid Waste Pond Renewal Works	85,010	180,000	180,000	410,000	410,000	-52.77%
C3491 Busseton Landfill Post-closure Capping, Rehab & Remediation	4,171	250,000	250,000	1,000,000	1,000,000	-98.33%
C3492 City Lined Landfill Stage 2 - Preliminary Works	1,840	0	0	500,000	500,000	0.00%
	107,678	602,500	602,500	2,292,500	2,292,500	-82.13%
<b>Townscape &amp; Vasse River</b>						
C1006 Townscape Street Furniture Replacement - Dunsborough	0	5,000	5,000	15,000	15,000	-100.00%
C1012 Townscape Street Furniture Replacement - Busseton	0	0	0	10,000	10,000	0.00%
C1026 Townscape Works Dunsborough	6,431	157,659	157,659	1,057,567	1,057,567	-95.92%
C3166 Vasse River Foreshore - Bridge to Bridge	2,440	0	0	28,000	28,000	0.00%
C3238 Vasse River - General Upgrade	0	7,123	7,123	28,500	28,500	-100.00%
C3243 Vasse River - Ongoing Restoration of River Habitat	0	0	0	640,000	640,000	0.00%
	8,871	169,782	169,782	1,779,067	1,779,067	-94.77%
<b>Other P&amp;G Infrastructure</b>						
C1605 Busseton Cemetery Infrastructure Upgrades	1,840	0	0	40,000	40,000	0.00%
C1609 Pioneer Cemetery - Implement Conservation Plan	2,953	5,581	5,581	20,000	20,000	-47.09%
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	819	95,450	95,450	95,450	95,450	-99.14%
C3006 Playgrounds General - Replacement of playground equipment	2,225	0	0	25,000	25,000	0.00%
C3007 Park Furniture Replacement - Replace aged & unsafe Equip	353	6,250	6,250	25,000	25,000	-94.36%



City of Busselton  
Capital Construction & Acquisition Report  
Property, Plant & Equipment, Infrastructure  
Year to date as at 30 November 2021

Description	2020/ 21 Actual	2020/21 Amended Budget YTD	2020/21 Original Budget YTD	2020/21 Amended Budget	2020/21 Original Budget	2020/21 Budget YTD Variance
C3046 Dunsborough - BMX / Skatebowl	0	0	0	10,000	10,000	0.00%
C3048 BBQ Placement and Replacement	9,585	2,500	2,500	10,000	10,000	283.38%
C3116 Dawson Park (Mcintyre St Pos)	0	91,100	91,100	182,200	182,200	-100.00%
C3122 Rails to Trails - Continuation of Implementation Plan	96	25,000	25,000	100,000	100,000	-99.62%
C3177 Shade Sail Program	0	12,500	12,500	100,000	100,000	-100.00%
C3189 Barnard East Conservation Area	503	12,500	12,500	30,000	30,000	-95.98%
C3193 Cricket Wicket Renewal	0	10,000	10,000	15,000	15,000	-100.00%
C3198 Vasse SAR Area General Improvements to the Area	31,292	26,020	26,020	65,000	65,000	20.26%
C3200 Provenge SAR Area General Improvements to the Area	17,426	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	12,719	12,719	50,875	50,875	-90.00%
C3206 Landscaping - Old Busselton Tennis Club Site	(3,392)	0	0	0	0	0.00%
C3207 Barnard East Underground Power	67,890	158,300	158,300	158,300	158,300	-57.11%
C3208 Barnard East Landscaping	173	150	150	150	150	15.59%
C3210 McBride Park - POS Upgrade	0	926	926	1,850	1,850	-100.00%
C3211 Tulloh St (Geographe Bay Road) - POS Upgrade	217	44,125	44,125	88,250	88,250	-99.51%
C3213 Cabarita Road - POS Upgrade	0	14,071	14,071	28,150	28,150	-100.00%
C3214 Kingsford Road - POS Upgrade	0	90,705	90,705	181,450	181,450	-100.00%
C3215 Monash Way - POS Upgrade	0	80,825	80,825	161,850	161,850	-100.00%
C3216 Wagon Road - POS Upgrade	0	80,825	80,825	161,650	161,650	-100.00%
C3217 Limestone Quarry - POS Upgrade	0	80,825	80,825	161,650	161,650	-100.00%
C3218 Dolphin Road - POS Upgrade	217	43,050	43,050	86,100	86,100	-99.50%
C3219 Kingfish/ Costello - POS Upgrade	0	43,150	43,150	86,300	86,300	-100.00%
C3220 Quindalup Old Tennis Courts Site - POS Upgrade	1,205	24,350	24,350	48,700	48,700	-95.05%
C3223 Dunsborough Non-Potable Water Network	209,444	743,451	743,451	1,486,900	1,486,900	-71.83%
C3224 Dunsborough Nature Based Playground	0	26,666	26,666	40,000	40,000	-100.00%
C3225 Dunsborough Lakes Sporting Precinct (Stage 1)	636,814	882,741	882,741	2,117,950	2,117,950	-27.86%
C3226 Mitchell Park Upgrade	746,800	836,300	836,300	836,300	836,300	-10.70%
C3227 Barnard Park East Foreshore Landscaping	63,549	351,100	351,100	351,100	351,100	-81.90%
C3229 Hotel Site 2 Landscaping	0	0	0	150,000	150,000	0.00%
C3232 Irrigation Renewal	8,211	5,000	5,000	20,000	20,000	64.23%
C3233 Allan Street Cycleway Lighting	0	10,000	10,000	10,000	10,000	-100.00%
C3235 Eastern Link Landscaping	210,618	224,750	224,750	224,750	224,750	-6.29%
C3236 Dunsborough Foreshore Lighting	14,562	20,750	20,750	20,750	20,750	-29.82%
C3237 King Street Landscaping Stage 2	6,900	6,900	6,900	6,900	6,900	0.00%
C3239 Foreshore Busselton - High Street to Carey Street	0	10,000	10,000	20,000	20,000	-100.00%
C3240 Foreshore Yallingup Capital	0	0	0	10,000	10,000	0.00%
C3241 Outdoor Spaces (Gen cap alloc for courts, flood lights etc.)	0	50,000	50,000	200,000	200,000	-100.00%
C3244 Dunsborough Lakes Sporting Precinct - Outdoor Courts	589	541,667	541,667	650,000	650,000	-99.89%
C3246 Bovell - Connection of Services	0	0	0	210,000	210,000	0.00%
C3247 King Street POS Shower (inc Dog Shower)	0	0	0	5,000	5,000	0.00%
C3248 Beach Shower Morgan Street, Geographe	0	0	0	7,500	7,500	0.00%
C3451 Aged Housing Infrastructure (Upgrade)	2,672	15,000	15,000	15,000	15,000	-82.19%
	2,056,845	4,746,796	4,746,796	8,476,925	8,476,925	-56.67%
<b>Drainage</b>	2,281,983	6,867,502	6,867,502	14,537,842	14,537,842	-66.77%
D0009 Busselton LIA - Geocatch Drain Partnership WSUD Improvements	1,511	0	0	30,000	30,000	0.00%
D0025 Carey Street Drainage Upgrade	11,338	35,200	35,200	281,605	281,605	-67.79%
	12,849	35,200	35,200	311,605	311,605	-63.50%
<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	53,344	12,500	213,377	50,000	-100.00%
C6099 Airport Development - Project Expenses	13,400	26,100	0	101,100	0	-48.66%
	66,372	130,051	124,335	365,084	161,835	-48.96%
<b>Sub-Total Infrastructure</b>	<b>4,503,477</b>	<b>14,114,138</b>	<b>14,309,422</b>	<b>38,537,750</b>	<b>38,334,501</b>	<b>-68.09%</b>
<b>Grand Total - Capital Acquisitions</b>	<b>5,622,624</b>	<b>23,560,530</b>	<b>23,755,814</b>	<b>65,059,182</b>	<b>64,871,898</b>	

**City of Busselton**  
**Reserves Movement Report**  
**For The Period Ending 30 November 2021**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>100 Airport Infrastructure Renewal and Replacement Reserve</b>						
Accumulated Reserves at Start of Year	1,471,766.45	1,471,766.45	1,471,766.45	1,471,766.45	1,471,766.45	1,712,272.40
Interest transfer to Reserves	1,522.86	1,134.00	1,134.00	2,928.00	2,928.00	10,393.54
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,377.68
Transfer to Muni	0.00	0.00	0.00	(435,150.00)	(435,150.00)	(252,277.17)
	1,473,289.31	1,472,900.45	1,472,900.45	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	7,222.53	4,072.00	4,072.00	10,519.00	10,519.00	26,202.80
Transfer from Muni	400,270.00	400,270.00	400,270.00	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
	5,694,899.77	5,691,749.24	5,691,749.24	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	841.03	613.00	613.00	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)
	796,988.78	796,760.75	796,760.75	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	280.67	159.00	159.00	411.00	411.00	1,176.70
Transfer from Muni	50,605.00	50,605.00	50,605.00	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
	257,135.78	257,014.11	257,014.11	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	2,907.26	1,611.00	1,611.00	4,163.00	4,163.00	9,568.91
Transfer from Muni	334,575.00	334,575.00	334,575.00	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)
	2,430,815.90	2,429,519.64	2,429,519.64	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	95.55	55.00	55.00	142.00	142.00	372.48
Transfer from Muni	14,040.00	14,040.00	14,040.00	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
	86,086.46	86,045.91	86,045.91	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	73.82	44.00	44.00	114.00	114.00	303.28
Transfer from Muni	9,120.00	9,120.00	9,120.00	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
	65,986.64	65,956.82	65,956.82	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	160.98	96.00	96.00	247.00	247.00	647.74
Transfer from Muni	19,900.00	19,900.00	19,900.00	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
	143,904.82	143,839.84	143,839.84	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	85.79	44.00	44.00	114.00	114.00	347.44
Transfer from Muni	23,775.00	23,775.00	23,775.00	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)
	80,926.08	80,884.29	80,884.29	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	384.44	250.00	250.00	646.00	646.00	2,011.12
Transfer from Muni	40,125.00	40,125.00	40,125.00	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)
	365,508.05	365,373.61	365,373.61	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	1,045.15	491.00	491.00	1,268.00	1,268.00	1,737.99
Transfer from Muni	149,295.00	149,295.00	149,295.00	358,311.00	358,311.00	583,338.21
Transfer to Muni	(41,513.50)	(41,514.00)	(41,514.00)	(216,050.00)	(216,050.00)	(171,021.00)
	745,634.65	745,080.00	745,080.00	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	(184.83)	91.00	91.00	236.00	236.00	4,603.24
Transfer from Muni	121,005.00	121,005.00	121,005.00	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)
	239,854.16	240,129.99	240,129.99	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	1,663.12	1,051.00	1,051.00	2,713.00	2,713.00	8,097.32
Transfer from Muni	50,235.00	50,235.00	50,235.00	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)
	1,415,204.28	1,414,592.16	1,414,592.16	1,317,379.16	1,317,379.16	1,363,306.16

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

**For The Period Ending 30 November 2021**

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
<b>403 Winderlup Aged Housing Reserve (City Controlled)</b>						
Accumulated Reserves at Start of Year	292,717.53	292,717.53	292,717.53	292,717.53	292,717.53	212,935.38
Interest transfer to Reserves	382.81	225.00	225.00	581.00	581.00	1,481.30
Transfer from Muni	21,520.00	21,520.00	21,520.00	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
	314,620.34	314,462.53	314,462.53	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	130.42	100.00	100.00	258.00	258.00	1,002.08
Transfer from Muni	27,735.00	27,735.00	27,735.00	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)
	157,457.59	157,427.17	157,427.17	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	862.74	516.00	516.00	1,333.00	1,333.00	3,732.82
Transfer from Muni	141,825.00	141,825.00	141,825.00	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)
	813,046.71	812,699.97	812,699.97	397,070.97	397,070.97	670,358.97
<b>412 Vasse Sports Pavilion Building Reserve</b>						
Accumulated Reserves at Start of Year	1,082.56	1,082.56	1,082.56	1,082.56	1,082.56	541.14
Interest transfer to Reserves	1.47	0.00	0.00	0.00	0.00	5.42
Transfer from Muni	250.00	250.00	250.00	597.00	597.00	536.00
	1,334.03	1,332.56	1,332.56	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	6,932.19	4,376.00	4,376.00	11,305.00	11,305.00	34,254.04
Transfer from Muni	88,220.00	88,220.00	88,220.00	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)
	5,777,515.78	5,774,959.59	5,774,959.59	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	603.79	381.00	381.00	983.00	983.00	2,888.19
Transfer from Muni	31,795.00	31,795.00	31,795.00	76,313.00	76,313.00	60,000.00
	527,485.14	527,262.35	527,262.35	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	1,709.65	1,014.00	1,014.00	2,620.00	2,620.00	12,920.05
Transfer from Muni	1,522,110.00	1,522,110.00	1,522,110.00	3,653,058.00	3,653,058.00	3,501,790.00
Transfer to Muni	0.00	0.00	0.00	(4,553,734.00)	(4,553,734.00)	(3,794,628.68)
	2,841,029.67	2,840,334.02	2,840,334.02	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	766.60	645.00	645.00	1,668.00	1,668.00	6,367.67
Transfer from Muni	516,965.00	516,965.00	516,965.00	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)
	1,356,565.73	1,356,444.13	1,356,444.13	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	723.99	415.00	415.00	1,072.00	1,072.00	2,835.34
Transfer from Muni	150,980.00	150,980.00	150,980.00	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)
	690,550.84	690,241.85	690,241.85	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	775.82	577.00	577.00	1,492.00	1,492.00	8,775.04
Transfer from Muni	613,605.00	613,605.00	613,605.00	1,472,656.00	1,472,656.00	1,285,166.00
Transfer to Muni	0.00	0.00	0.00	(1,956,750.00)	(1,956,750.00)	(1,378,230.20)
	1,364,037.89	1,363,839.07	1,363,839.07	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	384.20	256.00	256.00	663.00	663.00	3,305.12
Transfer from Muni	184,000.00	184,000.00	184,000.00	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)
	516,867.16	516,738.96	516,738.96	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	2,828.69	1,628.00	1,628.00	4,207.00	4,207.00	9,266.71
Transfer from Muni	423,960.00	423,960.00	423,960.00	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)
	2,540,977.82	2,539,777.13	2,539,777.13	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	559.13	183.00	183.00	472.00	472.00	1,207.39
Transfer from Muni	472,830.00	472,830.00	472,830.00	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)
	710,599.45	710,223.32	710,223.32	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	1,782.52	978.00	978.00	2,527.00	2,527.00	5,813.79
Transfer from Muni	233,990.00	233,990.00	233,990.00	561,568.00	561,568.00	772,783.80
Transfer to Muni	0.00	0.00	0.00	(1,516,517.00)	(1,516,517.00)	(122,393.04)
	1,505,739.54	1,504,935.02	1,504,935.02	317,545.02	317,545.02	1,269,967.02

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

For The Period Ending 30 November 2021

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>127 New Infrastructure Development Reserve</b>						
Accumulated Reserves at Start of Year	884,967.24	884,967.24	884,967.24	884,967.24	884,967.24	1,506,175.05
Interest transfer to Reserves	736.76	680.00	680.00	1,760.00	1,760.00	6,661.97
Transfer from Muni	2,132.60	2,132.00	2,132.00	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)
	887,836.60	887,779.24	887,779.24	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	183.00	183.00	471.00	471.00	(340.58)
Transfer from Muni	276.05	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
	236,624.45	236,531.40	236,531.40	819.40	819.40	236,348.40
<b>114 City Car Parking and Access Reserve</b>						
Accumulated Reserves at Start of Year	792,733.25	792,733.25	792,733.25	792,733.25	792,733.25	1,555,124.38
Interest transfer to Reserves	1,248.18	611.00	611.00	1,577.00	1,577.00	7,540.95
Transfer from Muni	622,510.00	622,510.00	622,510.00	934,018.00	934,018.00	52,465.00
Transfer to Muni	0.00	0.00	0.00	(1,016,812.00)	(1,016,812.00)	(822,397.08)
	1,416,491.43	1,415,854.25	1,415,854.25	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	271.72	386.00	386.00	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
	102,112.85	102,227.13	102,227.13	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	465.01	254.00	254.00	655.00	655.00	1,971.61
Transfer from Muni	109,585.00	109,585.00	109,585.00	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
	438,771.64	438,560.63	438,560.63	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	884.56	551.00	551.00	1,423.00	1,423.00	4,032.01
Transfer from Muni	58,335.00	58,335.00	58,335.00	140,000.00	140,000.00	150,000.00
Transfer to Muni	0.00	0.00	0.00	(638,000.00)	(638,000.00)	0.00
	774,245.75	773,912.19	773,912.19	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	645.90	453.00	453.00	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)
	672,275.18	588,582.28	588,582.28	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	357.00	402.00	402.00	1,040.00	1,040.00	6,020.14
Transfer from Muni	580,925.00	580,925.00	580,925.00	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)
	1,103,547.79	1,103,592.79	1,103,592.79	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	552.35	1,026.00	1,026.00	2,652.00	2,652.00	16,129.55
Transfer from Muni	20,835.00	20,835.00	20,835.00	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)
	1,353,655.79	1,354,129.44	1,354,129.44	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	4,359.74	2,813.00	2,813.00	7,267.00	7,267.00	22,298.88
Transfer from Muni	187,500.00	187,500.00	187,500.00	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)
	3,845,353.74	3,843,807.00	3,843,807.00	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	198.25	144.00	144.00	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)
	186,129.38	186,075.13	186,075.13	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	93.57	81.00	81.00	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)
	106,334.87	106,322.30	106,322.30	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	182.77	168.00	168.00	435.00	435.00	1,901.13
Transfer from Muni	0.00	0.00	0.00	(25,000.00)	(25,000.00)	(93,169.06)
	218,666.26	218,651.49	218,651.49	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	996.00	996.00	2,575.00	2,575.00	(3,294.20)
Transfer from Muni	185,804.79	142,415.00	142,415.00	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)
	1,480,870.61	1,438,476.82	1,438,476.82	678,786.82	678,786.82	1,295,065.82



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

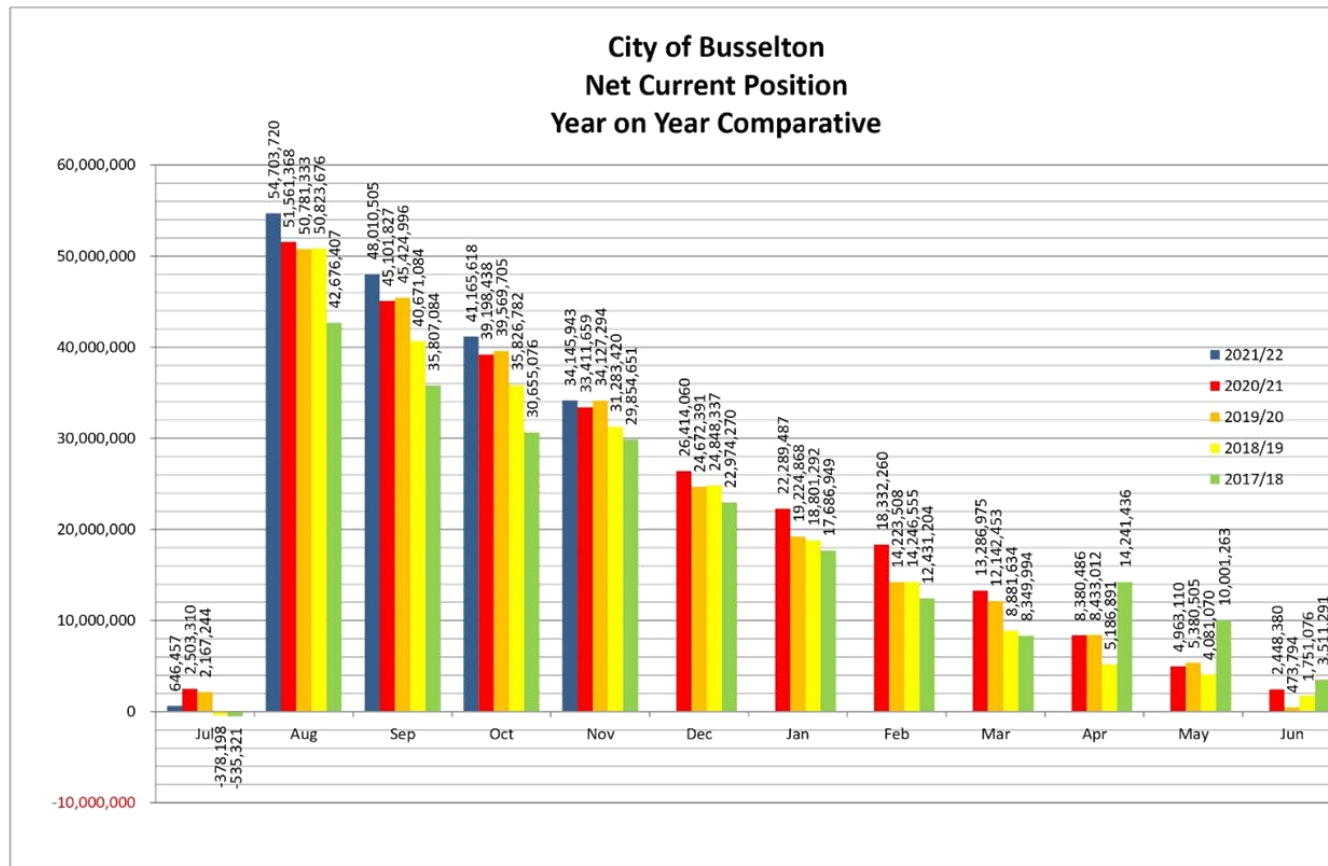
For The Period Ending 30 November 2021

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>304 Community Facilities - Broadwater</b>						
Accumulated Reserves at Start of Year	185,046.25	185,046.25	185,046.25	185,046.25	185,046.25	166,413.55
Interest transfer to Reserves	0.00	144.00	144.00	370.00	370.00	(240.76)
Transfer from Muni	5,586.51	6,480.00	6,480.00	15,555.00	15,555.00	18,873.46
	190,632.76	191,670.25	191,670.25	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	30.00	30.00	78.00	78.00	(11.03)
Transfer from Muni	11,398.36	8,805.00	8,805.00	21,135.00	21,135.00	30,622.08
	51,186.88	48,623.52	48,623.52	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	258.00	258.00	666.00	666.00	(311.90)
Transfer from Muni	124,270.72	13,950.00	13,950.00	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
	458,551.88	348,489.16	348,489.16	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	726.00	726.00	1,876.00	1,876.00	(1,359.20)
Transfer from Muni	1,101.67	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
	944,325.51	943,949.84	943,949.84	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	88.00	88.00	227.00	227.00	(147.60)
Transfer from Muni	1,361.08	4,345.00	4,345.00	10,428.00	10,428.00	12,175.20
	115,367.42	118,439.34	118,439.34	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	270.00	270.00	698.00	698.00	(505.97)
Transfer from Muni	410.10	0.00	0.00	0.00	0.00	2,647.87
	351,532.41	351,392.31	351,392.31	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	134.00	134.00	348.00	348.00	(821.04)
Transfer from Muni	(43.14)	79,915.00	79,915.00	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)
	174,711.83	254,803.97	254,803.97	366,896.97	366,896.97	174,754.97
<b>308 Community Facilities - Airport North</b>						
Accumulated Reserves at Start of Year	3,164,951.91	3,164,951.91	3,164,951.91	3,164,951.91	3,164,951.91	3,017,487.28
Interest transfer to Reserves	0.00	2,437.00	2,437.00	6,296.00	6,296.00	(4,374.94)
Transfer from Muni	3,696.63	47,310.00	47,310.00	113,538.00	113,538.00	151,839.57
	3,168,648.54	3,214,698.91	3,214,698.91	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	(16.77)	5.00	5.00	12.00	12.00	188.69
Transfer from Muni	27,085.00	27,085.00	27,085.00	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)
	33,526.53	33,548.30	33,548.30	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	46.70	91.00	91.00	235.00	235.00	1,335.60
Transfer from Muni	23,195.00	23,195.00	23,195.00	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)
	141,076.52	141,120.82	141,120.82	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	3,509.57	2,440.00	2,440.00	6,304.00	6,304.00	20,463.13
Transfer from Muni	95,425.00	95,425.00	95,425.00	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)
	3,267,230.46	3,266,160.89	3,266,160.89	3,022,968.89	3,022,968.89	3,168,295.89
<b>126 Provenance Landscape Maintenance (SAR) Reserve</b>						
Accumulated Reserves at Start of Year	1,254,361.98	1,254,361.98	1,254,361.98	1,254,361.98	1,254,361.98	1,308,476.49
Interest transfer to Reserves	1,414.22	966.00	966.00	2,495.00	2,495.00	8,602.03
Transfer from Muni	78,855.00	78,855.00	78,855.00	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)
	1,334,631.20	1,334,182.98	1,334,182.98	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	751.89	514.00	514.00	1,329.00	1,329.00	4,533.05
Transfer from Muni	77,550.00	77,550.00	77,550.00	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)
	745,673.35	745,435.46	745,435.46	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	45.00	45.00	116.00	116.00	(84.34)
Transfer from Muni	68.36	0.00	0.00	0.00	0.00	441.39
	58,597.94	58,574.58	58,574.58	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	57.00	57.00	147.00	147.00	(106.97)
Transfer from Muni	86.70	0.00	0.00	0.00	0.00	559.80
	74,318.61	74,288.91	74,288.91	74,378.91	74,378.91	74,231.91

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

For The Period Ending 30 November 2021

	2021/2022 Actual	2021/2022 Amended Budget YTD	2021/2022 Original Budget YTD	2021/2022 Amended Budget	2021/2022 Original Budget	2020/2021 Actual
	\$	\$	\$	\$	\$	\$
<b>140 Commonage Community Facilities South Biddle Precinct Reserve</b>						
Accumulated Reserves at Start of Year	905,216.73	905,216.73	905,216.73	905,216.73	905,216.73	899,694.77
Interest transfer to Reserves	0.00	697.00	697.00	1,799.00	1,799.00	(1,304.43)
Transfer from Muni	1,057.29	0.00	0.00	0.00	0.00	6,826.39
	906,274.02	905,913.73	905,913.73	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	346.00	346.00	893.00	893.00	(754.01)
Transfer from Muni	501.24	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)
	449,346.44	449,191.20	449,191.20	58,238.20	58,238.20	448,845.20
<b>102 Coastal and Climate Adaptation Reserve</b>						
Accumulated Reserves at Start of Year	1,503,540.38	1,503,540.38	1,503,540.38	1,503,540.38	1,503,540.38	2,157,591.81
Interest transfer to Reserves	1,297.00	1,157.00	1,157.00	2,990.00	2,990.00	13,850.94
Transfer from Muni	330,295.00	330,295.00	330,295.00	857,701.00	857,701.00	572,465.00
Transfer to Muni	0.00	0.00	0.00	(2,240,900.00)	(2,240,900.00)	(1,240,367.37)
	1,835,132.38	1,834,992.38	1,834,992.38	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	141.15	88.00	88.00	227.00	227.00	656.30
Transfer from Muni	8,480.00	8,480.00	8,480.00	20,350.00	20,350.00	20,000.00
	123,414.55	123,361.40	123,361.40	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	284.61	173.00	173.00	448.00	448.00	1,292.25
Transfer from Muni	43,775.00	43,775.00	43,775.00	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)
	268,330.29	268,218.68	268,218.68	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	81.64	76.00	76.00	197.00	197.00	675.67
Transfer from Muni	31,275.00	31,275.00	31,275.00	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)
	130,904.48	130,898.84	130,898.84	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	35.00	35.00	90.00	90.00	(126.21)
Transfer from Muni	22.42	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)
	46,548.10	46,560.68	46,560.68	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	9,039.81	6,535.00	6,535.00	16,873.00	16,873.00	43,419.70
Transfer from Muni	461,245.00	461,245.00	461,245.00	1,106,990.00	1,106,990.00	1,334,825.13
Transfer to Muni	0.00	0.00	0.00	(3,085,500.00)	(3,085,500.00)	(520,666.92)
	8,957,221.11	8,954,716.30	8,954,716.30	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	428.27	269.00	269.00	697.00	697.00	2,031.09
Transfer from Muni	22,395.00	22,395.00	22,395.00	53,751.00	53,751.00	53,315.00
	373,729.87	373,570.60	373,570.60	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	384.15	1,047.00	1,047.00	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)
	75,745.70	76,408.55	76,408.55	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	3.70	0.00	0.00	0.00	0.00	0.76
Transfer from Muni	5,230.00	5,230.00	5,230.00	12,550.00	12,550.00	10.00
	5,344.46	5,340.76	5,340.76	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	9.80	0.00	0.00	0.00	0.00	121.22
Transfer from Muni	20,835.00	20,835.00	20,835.00	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)
	20,966.02	20,956.22	20,956.22	121.22	121.22	121.22
<b>156 Waterways Restoration Reserve</b>						
Interest transfer to Reserves	0.00	0.00	0.00	12.00	12.00	0.00
Transfer from Muni	0.00	0.00	0.00	10.00	10.00	0.00
	0.00	0.00	0.00	22.00	22.00	0.00
<b>Total Cash Back Reserves</b>	<b>70,039,947.97</b>	<b>69,910,535.15</b>	<b>69,910,535.15</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	61,913.94	48,381.00	48,381.00	125,000.00	125,000.00	323,336.90
Transfer from Muni	8,785,791.38	8,753,412.00	8,753,412.00	21,984,232.25	21,984,232.25	23,480,022.62
Transfer to Muni	(1,727,317.50)	(1,727,318.00)	(1,727,318.00)	(39,544,446.00)	(39,381,069.00)	(20,781,684.13)
<b>Closing Balance</b>	<b>70,039,947.97</b>	<b>69,910,535.15</b>	<b>69,910,535.15</b>	<b>45,400,846.40</b>	<b>45,564,223.40</b>	<b>62,919,560.15</b>





12.5 Finance Committee - 19/1/2022 - RATING DEBT COLLECTION

<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>	Rating Debt Collection
<b>BUSINESS UNIT</b>	Finance and Corporate Services
<b>REPORTING OFFICER</b>	Rates Coordinator - David Nicholson
<b>AUTHORISING OFFICER</b>	Acting Director, Finance and Corporate Services - Sarah Pierson
<b>NATURE OF DECISION</b>	Noting: The item is simply for information purposes and noting
<b>VOTING REQUIREMENT</b>	Simple Majority
<b>ATTACHMENTS</b>	Nil

This item was considered by the Finance Committee at its meeting on 19/1/2022, the recommendations from which have been included in this report.

**COUNCIL DECISION**

**C2201/007** Moved Councillor P Cronin, seconded Councillor S Riccelli

**That the Council notes the information contained in this report.**

**CARRIED 9/0**

**EN BLOC**

**OFFICER RECOMMENDATION**

That the Council notes the information contained in this report.

**EXECUTIVE SUMMARY**

This report is to provide Council with information on the total rating debts currently owed and the existing and proposed procedures so as to recover these debts.

**BACKGROUND**

In the past debt collection, in particular collection via the Court or under provisions of the *Local Government Act 1995* (the Act), has been sparingly undertaken, and particularly in recent times given the City's Covid Financial Hardship position. This has resulted in a number of rateable properties now having rating debts of three or more financial years. As at the 9<sup>th</sup> December 2021 there were 1,541 properties that owed \$3,768,978 in rating arrears and/or overdue 2021/22 rating balances (NOTE: This excludes properties that have elected to pay via an allowed payment option).

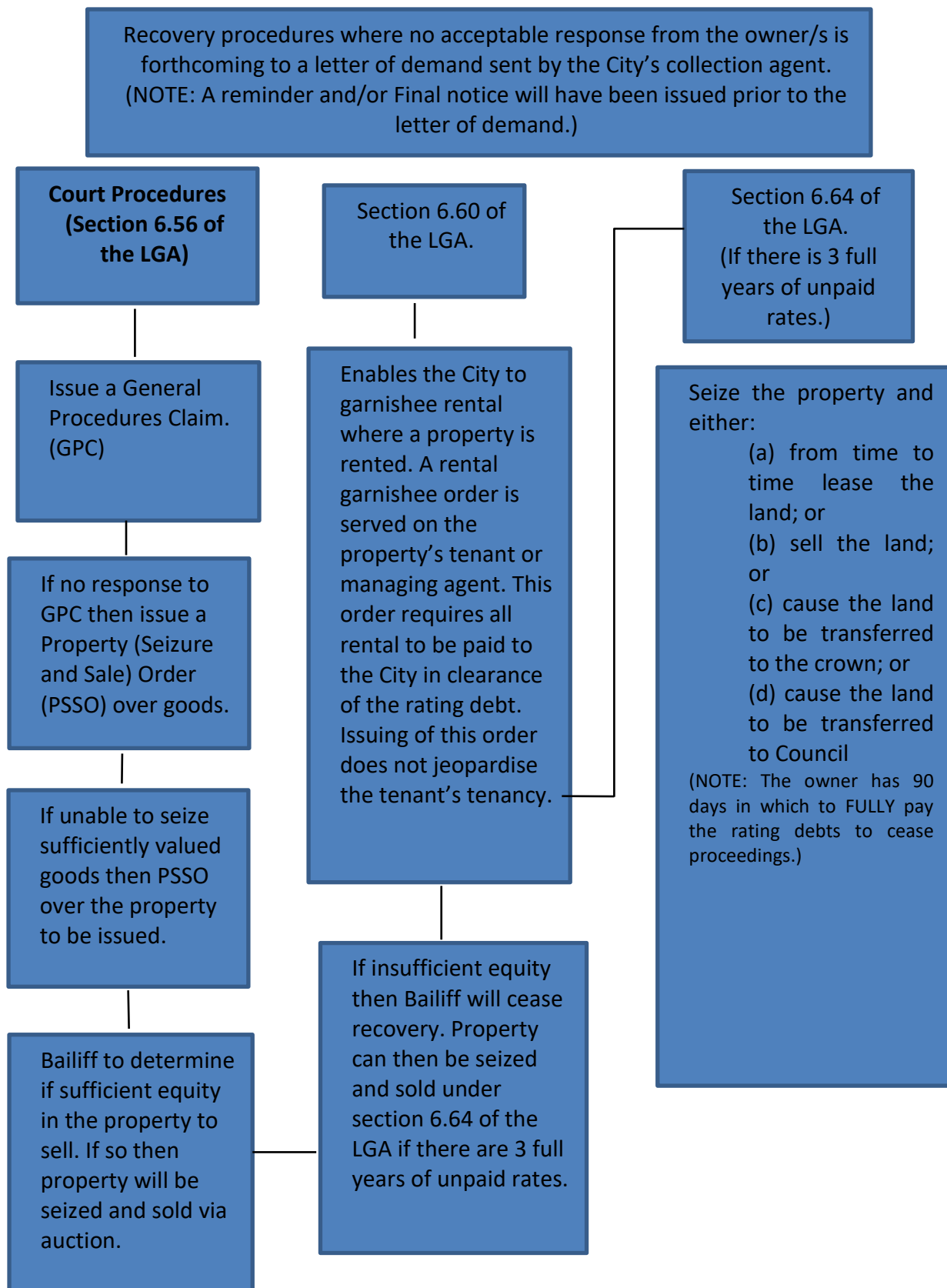
The City has commenced a rating review program the primary of which is in relation to fairness and equity of our rating processes throughout the District. As a part of this review officers have identified the need to more proactively utilise available recovery means to recover outstanding debts. It is therefore intended in this financial year to recover these rating debts through Court proceedings and / or provisions of the Act.

**OFFICER COMMENT**

Under section 6.56 of the Act, unpaid rates and service charges may be recovered, as well as costs, in a court of competent jurisdiction. Additional unpaid charges may be recovered by garnisheeing a property's rental under section 6.60 of the Act.

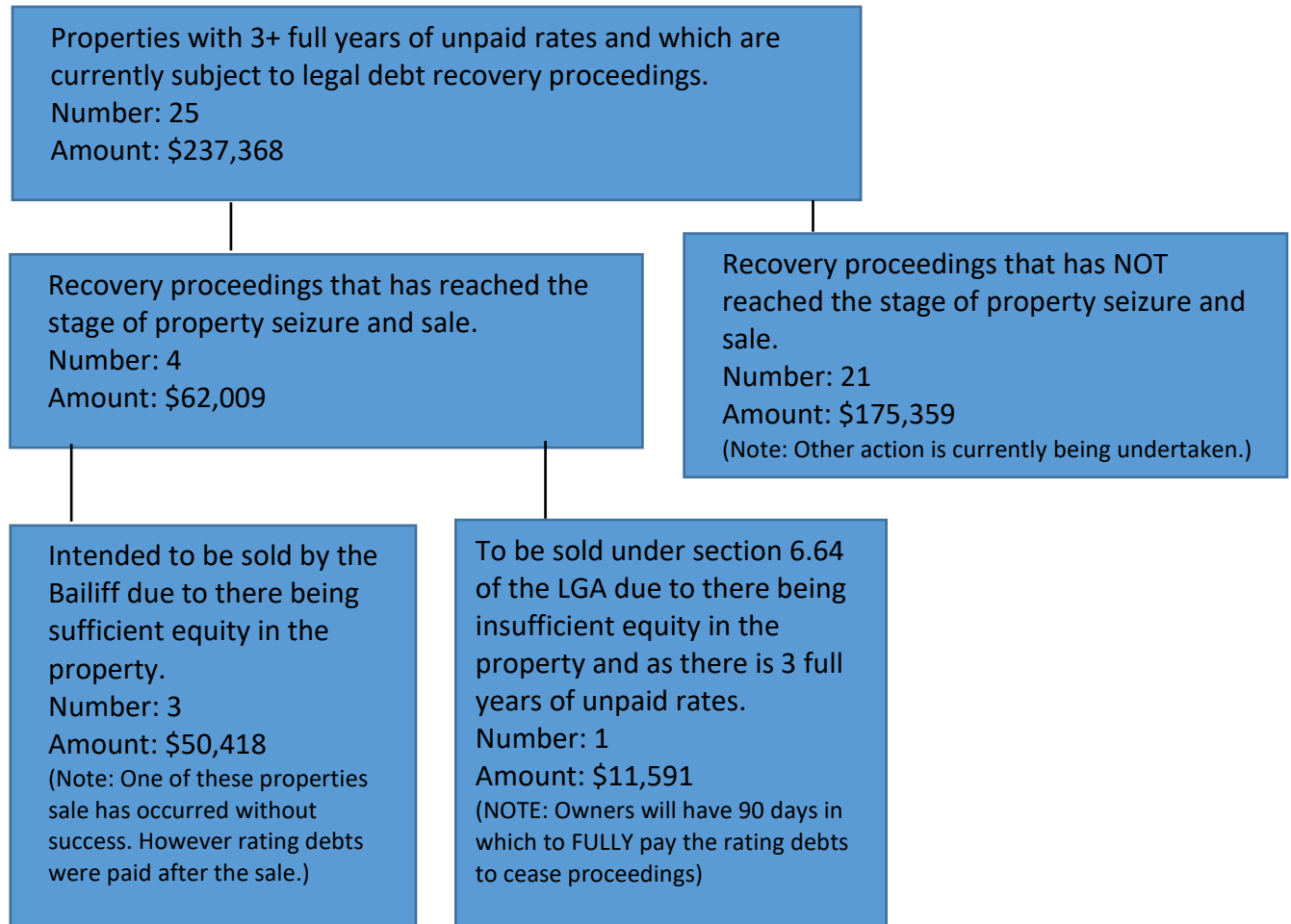
If neither of these recovery proceedings are possible due to there being a reasonable belief that recovery costs will equal or exceed the value of the land or, after making reasonable efforts, the owner cannot be located, then recovery can be under section 6.64 of the LGA where there is 3 full years of unpaid rates.

The following are the steps that can be taken under each of these recovery procedures.



Details of procedures that have or will be undertaken to recover the existing \$3,768,978 of rating debts are depicted in the following notes and flow diagrams. Diagram 1 details the properties currently subject to recovery proceedings either through the Court or under Section 6.64 of the Act. The amounts represent the value of debts outstanding.

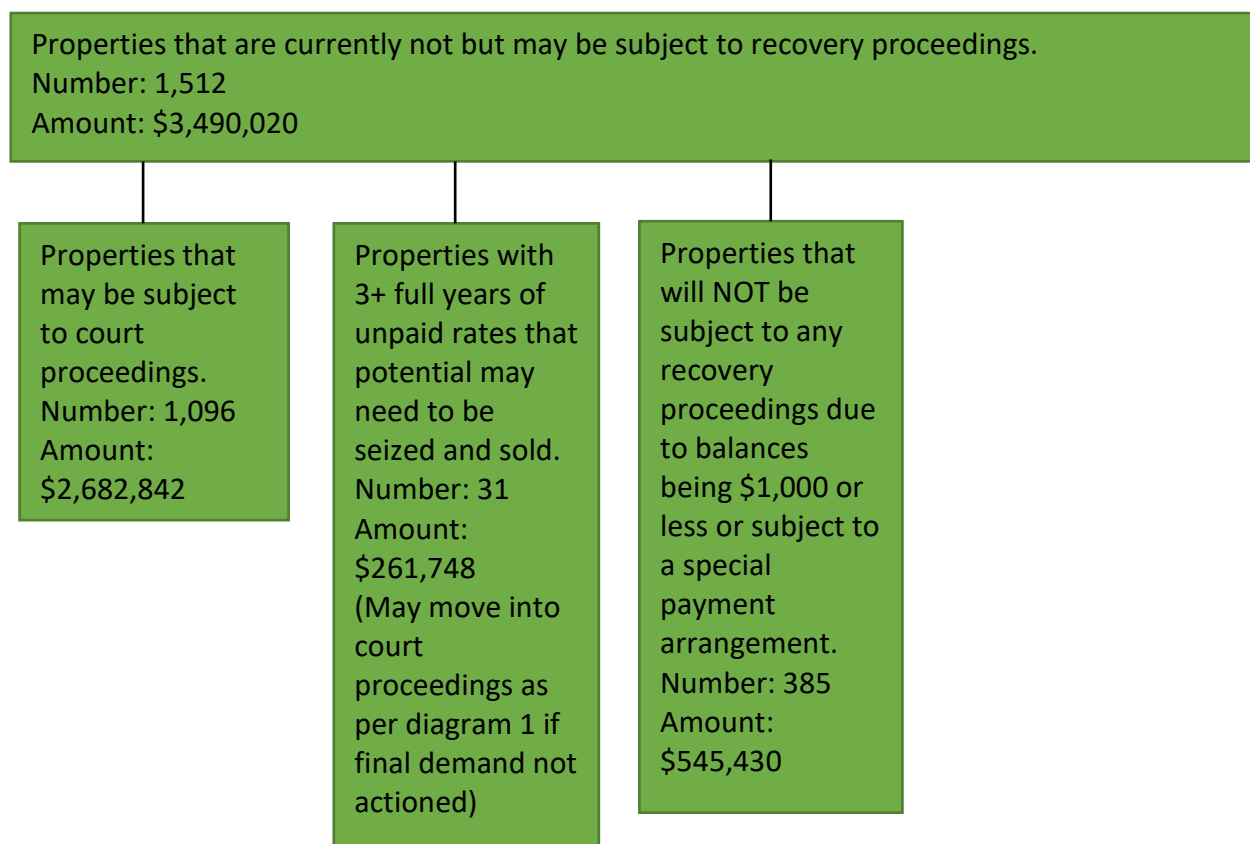
Diagram 1.



In addition there are a further 4 properties with a total debt values of \$41,590, unable to be recovered via court recovery proceedings due to the costs equaling or exceeding the property value or the owners being unable to be located. Additional processes are required in relation to these 4 properties.

Diagram 2 details properties that are currently not but may be subject to recovery proceedings via the court or under the LGA.

Diagram 2



### **Statutory Environment**

As outlined in the officer comment section of this report recovery can be undertaken through the Magistrates Court (Civil Proceedings) Act 2004 and / or under the Act. Council has delegated its powers to the CEO under the LGA on sections 6.56, 6.60, and 6.64.

### **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 for Council as all costs associated with debt recovery is recoverable under section 6.56 of the LGA.

### **Stakeholder Consultation**

Prior to any recovery action being taken the City issues multiple notices to the property owners in regards to their outstanding debts. The City also works with property owners to negotiate acceptable payment plans, in order to avoid legal recovery action. Once legal recovery action is commenced there are multiple opportunities for the property owner to make good on their debt.

**Risk Assessment**

While there is a level of reputational risk associated with legal recovery proceedings, and in particular seizure and sale of property, this risk is considered low. It is also considered against the reputational and financial risk of not taking any action against those people who consistently fail to pay their rates.

**Options**

While the intent of this report is to provide information only for Council, the Council could choose to provide additional direction to the CEO in relation to the exercise of his delegation in relation to recovery proceedings under the Act.











**CONCLUSION**

Recovery proceedings as set out in this report are intended to reduce the amount of rating debts owed to the City and to further the City's aims of a fair and equitable approach to rating across the District.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

It is expected that debt recovery procedures will commence in January and February 2022

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 Community Assistance Program (CAPs)  
	Attachment B Letter from Air Force - Successful Airport Open Day  
	Attachment C Letter from Department of Transport - Unsuccessful RBFS Dolphin Rd  
	Attachment D Letter from Department of Transport - Unsuccessful RBFS Dunsborough  
	Attachment E Letter from Minister for Transport - Port Geographe Beach Works  

**COUNCIL DECISION****C2201/008**

Moved Councillor P Cronin, seconded Councillor S Riccelli

**That the items from the Councillors' Information Bulletin be noted:****17.1.1 Minor Donations Program****17.1.2 Community Assistance Program****17.1.3 Current Active Tenders****17.1.4 Letter from Air Force – Successful Open Day at Airport****17.1.5 Letters from Department of Transport - Unsuccessful Applications - RBFS 2021/22****17.1.6 Letter from Minister for Transport – Port Geographe Beach Works****CARRIED 9/0****EN BLOC****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.

Between 1 July and 31 December 2021, \$16,496 has been allocated towards groups and individuals, with \$13,504 remaining in this years' budget.

During November and December, six schools received donations towards their end of year presentations, as outlined in the table below:

November and December – End of Year School Donations		
Recipient	Purpose	Amount
West Busselton Primary School	Sponsorship of Year 6 Graduation Awards.	\$100.00
Vasse Primary School	Sponsorship of Year 6 Graduation Awards.	\$100.00
Geographe Education Support Centre	Sponsorship of end of year awards, Secondary and Primary.	\$300.00
Georgiana Molloy Anglican School	Sponsorship of end of year awards, Secondary and Primary.	\$300.00
Our Lady of the Cape Primary School	Sponsorship of Year 6 Graduation Awards.	\$100.00
Geographe Primary School	Sponsorship of Year 6 Graduation Awards.	\$100.00
<b>Total - November and December – End of Year School Donations</b>		<b>\$1,000</b>

In November, six applications were approved totaling \$3439.50, and in December five applications were approved totaling \$3,600, as outlined in the tables below:

November		
Recipient	Purpose	Amount
Geographe Education Support Centre	Use of the Undalup Room for their end of year celebration.	\$300.00
Communicare	GLC passes for women and children staying at the Tuart House Refuge in Busselton.	\$842.50



Combined Churches of Busselton	Each year the Combined Churches of Busselton Community Welfare Group make and distribute Christmas hampers to local, less fortunate community members identified by the group, providing financial relief and ensuring they have an enjoyable Christmas.  The donation contributed to providing 50 cinema tickets for the youth aged 12 to 18, and 50 backpack bags for single men and women that apply for Christmas help.	\$725.00
Enable WA	Contribution towards the cost of screen hire for the public outdoor cinema night at Rotary Park in November that was held to celebrate Social Inclusion Week.	\$700.00
Undalup Association	Assistance towards the cost of a Sound Technician and PA hire for the NAIDOC Family Day event that was held at the Busselton Foreshore in November.	\$803.00
Anglicare WA	Contribution towards event fees for the White Ribbon community event in November.	\$123.00
<b>Total - November</b>		<b>\$3493.50</b>

December		
Recipient	Purpose	Amount
St George's Anglican Church Community Meal	Contribution towards the costs of the annual community Christmas dinner in Dunsborough.	\$1,000.00
St Mary's Anglican Church - Cliff's Kitchen	Contribution towards the costs of the annual community Christmas lunch at Cliff's Kitchen in Busselton.	\$1,000.00
The Lions Club of Vasse	Contribution towards the Christmas Carols at Vasse.	\$600.00
Busselton Art Society	Contribution towards advertising and a children's art activity as part of the annual Art in the Park event in January 2022.	\$500.00
Dunsborough Art Society	Contribution towards the cost of hall hire for the annual art exhibition in January 2022.	\$500.00
<b>Total - December</b>		<b>\$3,600</b>

### 17.1.2 Community Assistance Program

This memorandum outlines the City's Community Assistance Program (CAP), the applications received and funded in Round Three of the CAP in November.

See Attachment A.

### 17.1.3 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 21/21 WEST BUSSELTON SEAWALL REFURBISHMENT – STAGE 2

- *Requirements – a suitable contractor to undertake refurbishment of the existing rock-armoured ironstone seawall on the Geographe Bay coastline (the remaining 220m of the western section of the structure west from Seagrott Road).*
- *A request for tender was advertised on 30 October 2021, closing on 18 November 2021.*
- Three submissions were received.
- The value of the contract exceeds the CEO's delegated power for accepting tenders.
- Council is considering a report to Council for a decision on the tender at its meeting on 25 January 2021.

#### 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 2021.
- It is expected that the value of the contract will not exceed the CEO's delegated power for accepting tenders.

### 17.1.4 Letter from Air Force – Successful Open Day at Airport

This letter is from the Royal Australian Air Force and highlights the success of the Busselton Margaret River Airport Open Day in November, commending the City and the Airport Team in particular.

See Attachment B.

### 17.1.5 Letters from Department of Transport - Unsuccessful Applications - RBFS 2021/22

The City received two letters advising that Round 26 of the Recreational Boating Facilities Scheme (RBFS) through the Department of Transport was exceptionally competitive, and that the City had been unsuccessful in their applications for both the Dolphin Rd and Georgette St Lighting Projects and the Dunsborough Boating Facilities Planning Project.

See Attachments C and D.

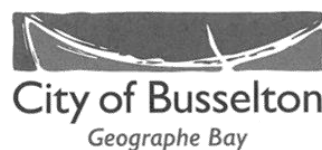
**17.1.6 Letter from Minister for Transport – Port Geographe Beach Works**

This letter is a response to a letter the City sent in November regarding Port Geographe beach works. It outlines the work undertaken recently, and the ongoing work between Department of Transport and the City to provide a navigable entrance channel at Port Geographe and usable beaches east and west of the breakwater.

See Attachment E.

Southern Drive, Busselton Western Australia  
Telephone: (08) 9781 0444 Facsimile: (08) 9752 4958

Email: [city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)  
Web: [www.busselton.wa.gov.au](http://www.busselton.wa.gov.au)



#### INTERNAL MEMORANDUM

<b>TO:</b>	Mike Archer, Chief Executive Officer
<b>SUBJECT:</b>	Community Assistance Program (CAPs)
<b>FROM:</b>	Cassandra Armstrong, Community Development Officer
<b>COPY TO:</b>	Naomi Searle, Director Community and Commercial Services & Dave Goodwin, Manager Community and Recreation Services
<b>DATE:</b>	22/12/2021
<b>ATTACHMENT:</b>	2021-22 CAP Applications Round 3

Dear Mike,

This Memorandum includes recommendations for the allocation of funding from the Community Assistance Program (CAP) Round 3 applications as considered by the CAP Panel on 14/12/21.

#### **BACKGROUND**

Due to the COVID-19 pandemic, in 2020 the City of Busselton refocused the City's annual community bids funding program towards recovery initiatives that have a social and economic stimulus at the local level, and that complement both State and Federal Government support and stimulus packages. In 2021, the CAP was then reviewed and updated into the following three funding schemes, as detailed below.

The CAP is available to not-for-profit incorporated groups and organisations that provide services within the City's boundaries, to a maximum allocation of \$10,000 per application.

The Program has three funding schemes:

1. Assistance Grant – For programs, services or activities that aim to assist residents with a focus on the following sectors of the community: Aged, Youth, Disadvantaged, Early Childhood and Families, Volunteers, Sport, Recreation and Environment.
2. Revitalisation Grant – Assistance for infrastructure development, facility maintenance, facility upgrades and the revitalisation of places and spaces.
3. Revitalisation Grant Plus\* – Assistance for contributions towards significant infrastructure development and when external funding is being sourced i.e. Lottery West, Community Sporting and Recreation Facilities Fund.

\*Applicants will need to demonstrate where assistance has been sought from other avenues and the result of any submissions.

#### **POLICY AND STATUTORY FRAMEWORK**

The City's Sponsorship Arrangements Council policy sets out the community bids program as one of the programs through which sponsorship may be provided.

Council resolution C2104/074 Council resolved to delegate authority to the Chief Executive Officer to approve applications for the Community Assistance Program 2021/2022.

**FINANCIAL IMPLICATIONS**

On 28 April 2021 Council endorsed (C2104/074) the allocation of \$181,800 in the 2021/22 Community Services Administration - Donations, Contributions and Subsidies budget towards the CAP. There are two multi-year agreements that are then deducted from this amount (being the South West Academy of Sport \$10,000 & Busselton Senior High School Trade Centre \$10,000), resulting in a total of \$161,800.

The Officer Recommendation results in an allocation of \$40,750 from Community Services Administration - Donations, Contributions and Subsidies budget to the successful applicants. If approved, the remaining amount for future rounds of CAP is \$87,927.

**OFFICER COMMENT**

City officers prepared and distributed CAP guidelines and application forms to interested parties which contained general guidelines for applications and eligibility. The program has now moved to having 6 Rounds annually (conducted bi-monthly). Round 1 closed on 20<sup>th</sup> August, Round 2 closed on 30<sup>th</sup> September and Round 3 closed on 30<sup>th</sup> November.

The City received the following five applications for the 2021/22 CAP November, **Round 3**:

# Projects Received	Scheme	Group	Funding requested
1	Revitalization Grant	Busselton Golf Club	\$10,000
1	Revitalization Grant	Our Lady of the Cape Primary School	\$10,000
1	Revitalisation Grant	Dunsborough & Districts Country Club	\$10,000
1	Assistance Grant	GMAS	\$10,000
1	Revitalisation Grant+	Injidup Residents Association Inc	\$9,750

See attached document for detailed list of applications received (Attachment 1).

An initial assessment of the applications was completed by an internal officer working group to assess compliance and alignment to guidelines. Applications were assessed on the following criteria:

- Whether the program/project meets an identified community need. Alignment with relevant governing body and/or City of Busselton strategies will be considered, e.g. Strategic Community Plan, Social Plan, Sport and Recreation Facilities Strategy.
- The degree to which the project will have an impact on the community.
- The use of local suppliers where possible.
- Whether the organisation has the capacity to fund ongoing maintenance and/or the ongoing sustainability of the program.

Applications were then presented to the CAP Panel which includes Mayor Grant Henley, Cr Paul Cater, Community Development Officer and the Sport Development Officer. The Panel considered the applications and put forward the following recommendations for funding.

**OFFICER RECOMMENDATION**

The following applications are recommended for funding in the November Round 3 of the CAP:

ORGANISATION	ROUND	PROJECT TITLE	RECOMMENDED FUNDING	COMMENT
Busselton Golf Club	3	Upgrade Table & Chairs	\$8,000	Amount reduced in line with wider community benefit matrix / prior funding received
Our Lady of the Cape Primary School	3	New Synthetic Cricket Pitch	\$10,000	
Dunsborough & Districts Country Club	3	Upgrade of Clubhouse Bar Shutters & replacement of croquet storage shed	\$8,000	Amount reduced in line with wider community benefit matrix / prior funding received
GMAS	3	Tomorrow Man/Woman – Educational Program	\$5,000	Amount reduced to align with other funding individual school's receive
Injidup Residents Association Inc	3	Fire Suppression System	\$9,750	
ROUND 3 TOTAL			\$40,750	
TOTAL FUNDS REMAINING			\$87,927	3 Rounds remaining



Cassandra Armstrong  
Community Development Officer

I hereby approve (with or without amendment) / ~~disapprove~~ the above mentioned officer recommendation


CEO Comment/Notes:

.....  
.....



Mike Archer  
Chief Executive Officer

Date: 22/12/2021

Community Assistance Program 2021/22			
			
Panel Assessment – ROUND 3			
RUNNING BUDGET TOTAL:			\$128,677
ORGANISATION:	PROJECT TITLE:	REQUESTED AMOUNT:	RECOMMENDED FUNDING AMOUNT TOTALS:
BUSSELTON GOLF CLUB	Upgrade tables & chairs	\$10,000	\$8,000
OUR LADY OF THE CAPE PRIMARY SCHOOL	New Synthetic Cricket Pitch	\$10,000	\$10,000
DUNSBOROUGH & DISTRICTS COUNTRY CLUB	Upgrade of Clubhouse Bar Shutters and replacement of croquet storage shed	\$10,000	\$8,000
GMAS – GEORGIANA MOLLOY ANGLICAN SCHOOL	Tomorrow Man/Woman – Educational Program	\$10,000	\$5,000
INJIDUP RESIDENTS ASSOCIATION INC	Fire Suppression System	\$9,750	\$9,750
ROUND 2 TOTAL		\$59,750	\$40,750
CAPS REMAINING BUDGET			\$87,927



## Community Assistance Program 2021/22



### Panel Assessment – Round 3 BUSSELTON GOLF CLUB

Project Title:	Upgrade tables & chairs
Project Description:	To upgrade tables and chairs for the club rooms
Type of Grant:	Revitalisation Grant
Total amount of Project:	\$20,542
This CAPS (60%) funding request:	\$10,000
Details of any other funding contributions:	Nil
Details of previous CoB funding received by group:	2014/15 CAPS \$20,000 (kitchen renovations) 2021 SSL \$110,000 (building a maintenance shed)
Group/Organisation ready?	Y
Project ready?	Y
Assessment Criteria Rating	12/15  Recommended \$8,000.  Conflict of interest declared from Officer Pam Glossop as member of the club.
Officer Recommendation:	Golf course open to members of the community & club has recently obtained a tavern licence and is actively promoting the club rooms for community use.  Recommended for approval – partially funded.
Panel Assessment:	Reduced amount considering wider community benefit, prior funding received & remaining funds for further 3 Rounds.

# Community Assistance Program 2021/22



## Panel Assessment – Round 3

### OUR LADY OF THE CAPE PRIMARY SCHOOL

Project Title:	New Synthetic Cricket Pitch
Project Description:	To construct a new synthetic cricket pitch at the school in partnership with the Dunsborough JCC for school, club and community use
Type of Grant:	Revitalisation
Total of Project:	\$23,666
This CAPS (60%) funding request:	\$10,000
Details of any other funding contributions:	\$1,848 OLC \$1,818 DJCC \$10,000 Cricket WA grant (pending)
Details of previous CoB funding received by group:	\$500 for End of Year Book Award (\$100 yearly over past 5 years)
Group/Organisation ready?	Y – subject to the Cricket WA grant & installers availability
Project ready?	Y – as above (pending supporting letters)
Assessment Criteria Rating	15/15
	Recommended for \$10,000 subject to; <ul style="list-style-type: none"> <li>funding through the Cricket Australia Infrastructure Fund</li> <li>successful grant through the CA Infrastructure Fund</li> </ul>
Officer Recommendation:	The project is well scoped and needed by the DJCC and the community. This is a great example of school and community cooperation (Review into funding for schools to be undertaken in 2022) Concern raised over funding private school operational costs, which should be funded elsewhere  Recommended for full funding as is open to the public via SW Junior Cricket club. Grant to be made subject to the successful grant application with Cricket Australia infrastructure & the school ensuring ongoing open community access/use.
Panel Assessment:	

# Community Assistance Program 2021/22



## Panel Assessment – Round 3

### DUNSBOROUGH & DISTRICTS COUNTRY CLUB

Project Title:	Upgrade of Clubhouse Bar Shutters and replacement of croquet storage shed
Project Description:	To upgrade the bar shutters to secure the bar service area where unattended.  To replace the existing croquet shed for shelter and for equipment storage
Type of Grant:	Revitalisation
Total of Project:	\$19,932
This CAPS (60%) funding request:	\$10,000
Details of any other funding contributions:	Nil
Details of previous CoB funding received by group:	2012/13 - \$4,900 upgrade tennis courts (stage 1) 2014/15 – \$10,000 ext of croquet green and removal of shed 2016/17 – \$50,000 upgrade of tennis courts (stage 2) 2017/18 - \$50,000 replacement of synthetic bowls surface 2018/19 - \$28,600 improving accessibility 2020/21 - \$10,000 trails masterplan
Group/Organisation ready?	Y
Project ready?	Y
Assessment Criteria Rating	14/15
	This project is recommended for \$8,000.
Officer Recommendation:	The club has a strategic plan and the sports are undertaking their separate sports plans. A master plan of the site is due to be scoped which will include the car park, club rooms, golf course etc. In the meantime these small improvements are important to the club.  Recommended for approval – partial funding
Panel Assessment:	Reduced amount considering wider community benefit, prior funding received & remaining funds for further 3 Rounds.

# Community Assistance Program 2021/22



## Panel Assessment – Round 3

### GMAS – GEORGIANA MOLLOY ANGLICAN SCHOOL

Project Title:	TOMORROW MAN/WOMAN – EDUCATIONAL PROGRAM
Project Description:	Educational program to assist GMAS students yr 7 – 12 with Adolescent development addressing issues such as; domestic violence, suicide/self-harm, drug and alcohol abuse, consent, cyber-safety & mental health etc.
Type of Grant:	Assistance Grant
Total amount of Project:	\$22,400
This CAPS (60%) funding request:	\$10,000
Details of any other funding contributions:	\$12,400 GMAS contribution
Details of previous CoB funding received by group:	2016/2017 \$500 National Science & Engineering Challenge in Hobart 2016/2017, 2017/2018, 2018/2019, 2019/2020, & 2020/2021 \$300 End of year Graduation/book awards for each year
Group/Organisation ready?	Y
Project ready?	Y
Assessment Criteria Rating	15/15
Officer Recommendation:	Recommended to proceed with \$5,000. It is noted that in the past, these programs were funded by the State Government Local Schools Community Fund & the Anglican Schools Commission, however, these funds are not currently available. The training is being provided by external parties (not locals), however, Waratah & other more local services are also involved. While the training is directed at students, it is also opened up to the wider community via the Parent Nights. Recommended for approval, as would like to see the results with consideration for similar training for the wider community/public schools etc. Will assist in reducing future incidences of Domestic Violence and will improve adolescent mental health issues – resulting in wider community benefit. (Review into funding for schools to be undertaken in 2022) Concern raised over funding private school operational costs, which should be funded elsewhere. Conflict of interest declared by Mayor Grant Henley as his children attend this school. Recommended for approval – partial funding subject to the funding being 'once off' and will not be not ongoing funding. Results/evaluation of the program are to be provided at the acquittal stage.
Panel Assessment:	



## Community Assistance Program 2021/22



### Panel Assessment – Round 3 INJIDUP RESIDENTS ASSOCIATION

Project Title:	WARDAN ABORIGINAL CENTRE – FIRE SUPPRESSION SYSTEM
Project Description:	An automated bushfire sprinkler system will be installed across all buildings of the Wardan Aboriginal Centre
Type of Grant:	Revitalisation Plus Grant
Total amount of Project:	\$73,250
This CAPS (60%) funding request:	\$9,750
Details of any other funding contributions:	\$46,300 Lottery West Grant \$7,000 (200 hours in kind)
Details of previous CoB funding received by group:	Nil
Group/Organisation ready?	Y
Project ready?	Y
Assessment Criteria Rating	14/15
Officer Recommendation:	Recommended to proceed in full, pending supporting documents Recommended for full approval.
Panel Assessment:	Figures provided need to be clarified prior to proceeding as don't add up?

Councillor Grant Henley  
Mayor  
City of Busselton  
Locked Bag 1  
BUSSELTON WA 6280

Application No	Receipt No
CIN ID	
10 DEC 2021	
Property ID	Doc ID
Retention	



Dear Grant,

The Busselton-Margaret River Airport (BMRA) Open Day on Sunday 7<sup>th</sup> November 2021 has been an outstanding success. The event provided the people of Busselton and the surrounding South West region an excellent opportunity to inspect their recently refurbished aerodrome as well as to commemorate 100 years of service by the Royal Australian Air Force to the nation.

I would like to thank you, and specifically the team at the BMRA (in particular Ms Jennifer May and Mr David Russell), for the opportunity to be involved in this wonderful event, and for welcoming and fully integrating my team into the planning and delivery of this special day. It has been a pleasure to work with such a professional and dedicated group of people who are passionate and excited about the contribution that they make to the City of Busselton, and clearly understand the significance of the facility that they manage to their community and surrounding region. I commend these two individuals to you (BZ) and trust that you will find a suitable opportunity to recognise their significant contribution to the ultimate success of the day.

Busselton and Air Force share a rich history that has developed into a unique and enduring relationship. It has been a privilege to commemorate the Centenary of Air Force with the Busselton community and I look forward to future opportunities to expand and enhance this special relationship.

M. Levitt  
Squadron Leader  
Base Liaison Officer – Royal Australian Air Force Base Pearce

Centenary of Air Force Branch  
Air Force Head Quarters

++61 428 281 575

Mark.levitt@defence.gov.au

11<sup>th</sup> November 2021



Government of **Western Australia**  
Department of **Transport**  
**Maritime**

Our ref: DT/21/00496  
Enquiries: [RBFS@transport.wa.gov.au](mailto:RBFS@transport.wa.gov.au)

Mr Mike Archer  
Chief Executive Officer  
City of Busselton  
[city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)

Dear Mr Archer

**Recreational Boating Facilities Scheme (RBFS): Round 26 Application for Funding – Dolphin Road and Georgette Street Lighting – Works Project**

The Hon Rita Saffioti MLA, Minister for Transport, has asked me to thank you for your application to the Recreational Boating Facilities Scheme for grant funding for your proposal above.

I regret to advise that following an assessment by the RBFS Panel, your application was not recommended for a grant.

This grant funding round was exceptionally competitive and with limited funds available, unfortunately not all applications were successful.

The Panel noted the position of the lighting was not suitable for Recreational Boaters and would be more beneficial for pedestrian and car-parking movements.

Should you have any queries relating to this matter, please contact the Department of Transport's Senior Planning Project Officer Mr Iain Appleby on 0457 532 306 or email [RBFS@transport.wa.gov.au](mailto:RBFS@transport.wa.gov.au)

Yours sincerely



**Corey Verwey**  
Director Maritime Planning

17 / 12 / 2021





Government of **Western Australia**  
Department of **Transport**  
**Maritime**

Our ref: DT/21/00496  
Enquiries: [RBFS@transport.wa.gov.au](mailto:RBFS@transport.wa.gov.au)

Mr Mike Archer  
Chief Executive Officer  
City of Busselton  
[city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)

Dear Mr Archer

**Recreational Boating Facilities Scheme (RBFS): Round 26 Application for Funding – Dunsborough Boating Facilities – Planning Project**

The Hon Rita Saffioti MLA, Minister for Transport, has asked me to thank you for your application to the Recreational Boating Facilities Scheme for grant funding for your proposal above.

I regret to advise that following an assessment by the RBFS Panel, your application was not recommended for a grant.

This grant funding round was exceptionally competitive and with limited funds available, unfortunately not all applications were successful.

The Panel noted there had been several previous planning studies for the location of a proposed new boating facility in the Dunsborough area, and the technical advice recommended the Pro Fish Club site as the preferred location.

The Panel believed the City's Planning personnel would be suitably qualified to undertake this project.

DoT Maritime Planning will be available to assist in a technical advisory role for this project should the City decide to proceed.

Should you have any queries relating to this matter, please contact the Department of Transport's Senior Planning Project Officer, Mr Iain Appleby on 0457 532 306 or email [RBFS@transport.wa.gov.au](mailto:RBFS@transport.wa.gov.au)

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Corey Verwey', is written over the 'Yours sincerely' line.

**Corey Verwey**  
Director Maritime Planning

17 / 12 / 2021



## Minister for Transport; Planning; Ports

Application No.	Receipt No.
CIO ID	
07 JAN 2022	
Property ID	Doc ID
Retention	

Our ref: 72-36260

Cr Grant Henley  
Mayor  
City of Busselton  
Locked Bag 1  
BUSSELTON WA 6280

Dear Cr Henley

### PORT GEOGRAPHE BEACH WORKS

Thank you for your correspondence dated 29 November 2021 regarding Port Geographe beach works.

The Department of Transport (DoT) welcomes positive feedback from the City of Busselton in relation to the ongoing management of the impacts of the breakwaters at Port Geographe and the recent outcomes at the Western Beach. These results reinforce the value of the nine-month technical investigation that was undertaken last year and demonstrate the commitment to providing a navigable entrance channel at Port Geographe and usable beaches east and west of the breakwater.

DoT continues to implement coastal management measures to maintain natural coastal processes and ensure safe navigable waters within the Port Geographe Coastal Management Area (PGCMA). This holistic approach to sustainable coastal services aligns with DoT's vision for delivering optimum economic and social benefits to Western Australian communities.

DoT, in collaboration with the City, continues to establish agreed outcomes within the PGCMA. Relevant stakeholders and community members are engaged to discuss and achieve agreed outcomes, with the primary forum for this being the advisory group. I would like to thank the City for its ongoing support and look forward to working collaboratively in the future to continue delivering great outcomes.

If you require further information on this matter, please contact Mr Samuel Mettam, Program Manager Dredging at DoT, on email [samuel.mettam@transport.wa.gov.au](mailto:samuel.mettam@transport.wa.gov.au).





Thank you for raising this matter.

Yours sincerely

HON RITA SAFFIOTI MLA  
MINISTER FOR TRANSPORT

24 DEC 2021

**ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)****12.2      Policy and Legislation Committee - 8/12/2021 - COUNCIL POLICY REVIEW: ELECTED MEMBER TRAINING AND PROFESSIONAL DEVELOPMENT**

<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>	Acting Director, Finance and Corporate Services - Sarah Pierson
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Amended Council Policy Final   Attachment B Amended Council Policy Changes Tracked  

**This item was considered by the Policy and Legislation Committee at its meeting on 8/12/2021, the recommendations from which have been included in this report.**

**COUNCIL DECISION**

**C2201/009**      Moved Councillor P Cronin, seconded Councillor R Paine

**That the Council adopt the amended Council policy: Elected Member Training and Professional Development (the Policy) (Attachment A) to replace the current policy.**

**CARRIED 9/0**

**ABSOLUTE MAJORITY**

**OFFICER RECOMMENDATION**

That the Council adopt the amended Council policy: Elected Member Training and Professional Development (the Policy) (Attachment A) to replace the current policy.

**EXECUTIVE SUMMARY**

This report presents an amended Council policy: Elected Member Training and Professional Development (the Policy) (Attachment A). The Policy has been reviewed in accordance with section 5.128(5)(a) of the *Local Government Act 1995* (the Act), which requires a council policy, in relation to the professional development of elected members, to be reviewed after each ordinary election.

**BACKGROUND**

In accordance with section 5.128 of the Act, a local government is to prepare and adopt, by absolute majority, a policy in relation to the continuing professional development; and “...*(5)(a) must review the policy after each ordinary election...*”. The Policy was initially adopted in April 2017 as an amalgamation of two previous policies; 013 – ‘Specific Requirements for Development Opportunities involving significant Travel’ and 098 – ‘Councillors Induction, Training and Professional Development’.

The Policy was last reviewed in August 2020 as part of the City's regular policy review cycle, with amendments made to include the provision of a fixed allowance of \$3,000 per Elected Member per financial year and the provision for unspent funds from one year to be held in reserve and used in the following financial year, with no more than two financial years' worth of the allowance to accrue.

#### **OFFICER COMMENT**

The 2021 Local Government Ordinary Election was held on Saturday 16 October and, in accordance with section 5.128(5)(a) of the Act, officers have reviewed the Policy, with only minor amendments proposed.

Paragraph 5.5 has been moved under Scope and is now paragraph 2.2. Paragraph 5.5 (previously 5.6), which talks about mandatory training requirements, has been amended from "*Elected Members may also be required...*" to "*Elected Members are required...*", to reflect the legislative requirement now set out in Regulations 35(2) and (3) of the *Local Government (Administration) Regulations 1996*.

Other minor grammatical corrections and updates have been made for readability and the Review Frequency of the Policy has been amended to "After each Ordinary Election". A tracked changes version is available at Attachment B.

#### **Statutory Environment**

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

The City has a policy framework which was developed and endorsed by Council in response to the recommendations of the Governance Services Review carried out in 2017. The framework sets out the intent of Council policies, as opposed to operational documents such as staff management practices and operational practices.

#### **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 chose to not accept the proposed amendments, or to propose further amendments to the Policy.

**CONCLUSION**

Council policy: Elected Member Training and Professional Development has been reviewed in accordance with section 5.128(5)(a) of the *Local Government Act 1995*, with the Policy now being presented to Council for adoption.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The Policy will be place on the City's website within one week of Council adoption.



## Council Policy

**Council Policy Name:** Elected Member Training and Professional Development

**Responsible Directorate:** Finance and Corporate Services      **Version:** PROPOSED

### 1. PURPOSE

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

### 2. SCOPE

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

### 3. DEFINITIONS

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

### 4. STRATEGIC CONTEXT

- 4.1. This Policy links to Strategic Theme 4. LEADERSHIP of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
  - a. 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.

### 5. POLICY STATEMENT

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

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

#### Approvals and Restrictions on Training

- 5.6. No more than two elected members may attend the same intrastate training and development opportunity at the same time unless the training is mandatory or universal to the functions of an elected member, or it is training being held within the City of Busselton or adjoining districts.
- 5.7. No more than two elected members may attend the same interstate training and development opportunity at the same time.
- 5.8. Attendance at an interstate training and development opportunity is not permitted within three months of the date of expiry of an elected member's current term of office.
- 5.9. Attendance at any overseas training and development opportunity requires a resolution of Council.
- 5.10. Applications from elected members to attend training and development opportunities will be considered by the Mayor and Deputy Mayor in consultation with the CEO, with regard to be given to applicability of the training and development as it relates to the City of Busselton and to the individual elected member's functions (e.g. committee membership).
- 5.11. The application may only be approved where the costs including registration fees, travel, accommodation and an estimation of other expenses, (subject to Council Policy Fees Allowances and Expenses for Elected Members), can be accommodated within the Allowance.
- 5.12. Nothing in this Policy prevents the Council from approving applications where the costs exceed the available allowance.

#### Reporting Requirements

- 5.13. On return from attending an interstate training and development opportunity elected members shall within 21 days provide either a written report to the City or a verbal presentation to a Councillor briefing session; the purpose being to facilitate knowledge sharing. The report / presentation should detail knowledge and skills gained, benefits of attendance for the City, Council and community, and relevant recommendations.



5.14. Failure to provide a report or presentation within the approved timeframe may result in the elected member being required to reimburse costs associated with attendance to the City. The Mayor may approve an extension in circumstances deemed appropriate.

**6. RELATED DOCUMENTATION / LEGISLATION**

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

**7. REVIEW DETAILS**

Review Frequency		After each Ordinary Election		
Council Adoption	DATE			
Previous Adoption	DATE	12 August 2020	Resolution #	C2008/079



## Council Policy

**Council Policy Name:** Elected Member Training and Professional Development

**Responsible Directorate:** Finance and Corporate Services

**Version:** PROPOSED

### 1. PURPOSE

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

### 2. SCOPE

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

### 3. DEFINITIONS

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

### 4. STRATEGIC CONTEXT

- 4.1. This Policy links to Strategic Theme 4. LEADERSHIP of the City's Strategic Community Plan June 2021 and specifically the following Strategic Priority:
- a. 4.2: Deliver governance systems that facilitate open, ethical and transparent decision making.

### 5. POLICY STATEMENT

- 5.1. Elected members are encouraged to attend relevant training and development opportunities with the aim of:
- assisting elected members to understand their role and obligations;
  - assisting elected members to meet the demands of their role by developing the necessary skills and knowledge;
  - assisting elected members to achieve excellence in performance; and
  - ensuring elected members work professionally in a team environment for the betterment of their ~~community~~ constituents.

- 5.2. Each elected member will be allocated an allowance to be used for attendance at training and development programs and courses.
- 5.3. Any unspent portion of the allowance in each financial year will be held in reserve, and may be budgeted for use in the following financial year. No more than the total value of 2 years of the allowance can be accrued.
- 5.4. Allowances under this Policy may be used for:
- a. attendance at training conducted by the Western Australian Local Government Association (WALGA) or other appropriate ~~Registered Training Organisations providers~~;
  - b. attendance at WALGA Annual General Convention and AGM, subject to paragraph 2.25.5; and
  - c. other training and development opportunities where:
    - i. the course or development opportunity is relevant to the functions of an elected member; or
    - ii. the course or development opportunity is relevant to an elected member's role or their role as an elected representative on a Council Committee or external body; and
    - iii. there is scope for the elected member to acquire skills relevant and beneficial to their role.

~~5.5.1.1. It is usual for the Mayor, the Deputy Mayor and the CEO, or their delegates, to attend WALGA's Annual General Meeting (normally held in Local Government week). Where attendance is solely for the purposes of attending the Annual General Meeting the associated costs will not be covered under this Policy.~~

~~5.6.5.5.~~ Elected members ~~may also be~~ are required under the *Local Government Act 1995* (or any replacement legislation) to complete mandatory training. Allowances provided under this Policy will be used in the first instance for completion of mandatory training.

#### Approvals and Restrictions on Training

~~5.7.5.6.~~ No more than two elected members may attend the same intrastate training and development opportunity at the same time unless the training is mandatory or universal to the functions of an elected member, or it is training being held within the City of Busselton or adjoining districts.

~~5.8.5.7.~~ No more than two elected members may attend the same interstate training and development opportunity at the same time.

~~5.9.5.8.~~ Attendance at an interstate training and development opportunity is not permitted within three months of the date of expiry of an elected member's current term of office.

~~5.10.5.9.~~ Attendance at any overseas training and development opportunity requires a resolution of Council ~~to approve.~~

~~5.11.5.10.~~ Applications from elected members to attend training and development opportunities will be considered by the Mayor and Deputy Mayor in consultation with the CEO, with regard to be given to applicability of the training and development as it relates to the City of Busselton and to the individual elected member's functions (e.g. committee membership).

~~5.12.5.11.~~ The application may only be approved where the costs including registration fees, travel, accommodation and an estimation of other expenses, (subject to Council Policy Fees Allowances and Expenses for Elected Members), can be accommodated within the Allowance.

~~5.13.5.12.~~ Nothing in this Policy prevents the Council from approving applications where the costs exceed over and above the available allowance.

#### Reporting Requirements

~~5.14~~~~5.13.~~ On return from attending an interstate training and development opportunity elected members shall within 21 days provide either a written report to the City or a verbal presentation to a Councillor briefing session; the purpose being to facilitate knowledge sharing. The report / presentation should detail knowledge and skills gained, benefits of attendance for the City, Council and community, and relevant recommendations.

~~5.15~~~~5.14.~~ Failure to provide a report or presentation within the approved timeframe may result in the elected member being required to reimburse costs associated with attendance to the City. The Mayor may approve an extension in circumstances deemed appropriate.

#### 6. RELATED DOCUMENTATION / LEGISLATION

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

#### 7. REVIEW DETAILS

Review Frequency		After each Ordinary Election		
Council Adoption	DATE			
Previous Adoption	DATE	12 August 2020	Resolution #	C2008/079

14.1 AWARD OF TENDER RFT21/21 WEST BUSSELTON SEAWALL UPGRADE - STAGE 2

<b>STRATEGIC THEME</b>	ENVIRONMENT - An environment that is valued, conserved and able to be enjoyed by current and future generations.
<b>STRATEGIC PRIORITY</b>	1.4 Respond to the impacts of climate change on the City's coastlines through informed, long term planning and action .
<b>SUBJECT INDEX</b>	Coastal Adaptation
<b>BUSINESS UNIT</b>	Engineering and Technical Services
<b>REPORTING OFFICER</b>	Manager, Engineering and Technical Services - Daniell Abrahamse
<b>AUTHORISING OFFICER</b>	Director, Engineering and Works Services - Oliver Darby
<b>NATURE OF DECISION</b>	Contractual: To enter into a contract e.g. a lease or the award of a tender etc.
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Published Under Separate Cover Confidential RFT21/21 Tender Recommendation Report, Evaluations and Panel Consensus Score Sheet

**COUNCIL DECISION****C2201/010**

Moved Councillor P Carter, seconded Councillor K Cox

**That the Council:**

- 1. Endorses the outcome of the evaluation panel's assessment of the tenders received in response to RFT 21/21 West Busselton Seawall Upgrade – Stage 2 (RFT21/21) and accepts the tender from Leeuwin Civil Pty Ltd (tendered price \$572,979.00 exclusive of GST) as the most advantageous tender.**
- 2. Delegates power and authority to the CEO to negotiate and agree final terms and conditions and enter into a contract with Leeuwin Civil Pty Ltd [including variations in accordance with Regulation 20 of the Local Government (Functions and General) Regulations 1996].**
- 3. Notes that funding from the Forth Street Coastal Protection – Stage 2 budget (cost code 510 C2533 3280 0000) will be utilised to fund the project.**

**CARRIED 9/0****ABSOLUTE MAJORITY****EXECUTIVE SUMMARY**

Council is requested to consider the tenders received in response to Request for Tender RFT21/21: West Busselton Seawall Upgrade – Stage 2 (the RFT) for the upgrade of the existing rock seawall along Geographe Bay Road from Seagrott Road west towards Earnshaw Road at West Busselton.

This report summarises the submissions received in response to the RFT and recommends that Council endorse the outcome of the evaluation panel's assessment and delegate power and authority to the CEO to enter into a contract with Leeuwin Civil Pty Ltd as the most advantageous tender.

**BACKGROUND**

The West Busselton seawall is a strategic coastal protection structure for West Busselton, constructed in the 1970s and aligned along Geographe Bay Road. The seawall provides protection to Geographe Bay Road and the adjacent Dual Use Path. The seawall is approximately 600m long and extends west from Craig Street Groyne to approximately in line with Earnshaw Road.

The overall condition of the seawall has deteriorated over time due to high water levels and a number of large winter storm events in recent years. There is an ongoing risk that the Dual Use Path and Geographe Bay Road will become undermined and damaged as the seawall progressively deteriorates.

Two existing timber groynes (refurbished in 2016) and submerged Longard tubes (constructed late 1970s) have provided varying degrees of coastal stabilisation to the beach since construction. The Longard tubes are now buried and may be uncovered during the works. There are also remnants of two timber groynes (c1980s) on the eastern end of the wall that may be uncovered during the works.

Stage 1 refurbishment of the existing seawall, comprising the upgrade of approximately 400m length of the structure between Bower Street and Seagrott Road (West Busselton), the project was completed in mid-2021.

This RFT - Stage 2 of the works, comprises the refurbishment of approximately 220m of the existing rock seawall along Geographe Bay Road from Seagrott Road west towards Earnshaw Road Intersection (West Busselton).

Refer to Figure 1 West Busselton Seawall Refurbishment Extent – Stage 2 below.



#### OFFICER COMMENT

On 30 November 2021, tenders were invited (via Tenderlink) for the RFT, closing on 18<sup>th</sup> November 2021. The City received three compliant tender submissions from the following companies:

- BCP Contractors Pty Ltd;
- Leeuwin Civil Pty Ltd; and
- Neo Civil Pty Ltd.



### Assessment Process

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

The tender assessment process included:

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

Criteria		Weighting
(a)	Relevant Experience	30%
(b)	Local Content	5%
(b)	Key Personnel Skills and Experience	15%
(c)	Tenderer's Resources	10%
(d)	Demonstrated Understanding	10%

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

### Summary of Assessment Outcomes

As is shown in the Tender Evaluation Report (see confidential attachment) City officers are satisfied that all three tenderers are capable of successfully delivering this project, with Leeuwin Civil Pty Ltd scoring marginally better than the other tenderers in relation to the qualitative selection criteria, and also submitting the lowest price. This resulted in Leeuwin Civil Pty Ltd being ranked first overall. Leeuwin Civil Pty Ltd demonstrated:

- a good range of relevant experience and ability to deliver projects of a similar nature in terms of the project scope of works;
- contributions to the local community;
- skilled and experienced staff with a strong understanding of the project requirements;
- extensive plant and equipment and their GPS (Global Positioning System) capabilities to improve rock placement, as well as details of two sources of rock supply; and
- a very detailed project methodology provided, that satisfies the requirements of the project brief.

Therefore it is recommended that the tender from Leeuwin Civil Pty Ltd for Stage 2 be accepted as the most advantageous tender.



### **Statutory Environment**

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

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

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

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

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

### **Relevant Plans and Policies**

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

### **Financial Implications**

The West Busselton Seawall – Stage 2 budget has an allocation of \$410,000 (cost code 510 C2528 3280 0000), with an amount of \$313,000 remaining after design costs and the installation of beach access points costs have been deducted. The shortfall of \$259,083, will be funded from the Forth Street Coastal Protection – Stage 2 (cost code 510 C2533 3280 0000) which has a budget of \$430,000. Both budget allocations have been funded from the Coastal and Climate Adaptation Reserve.

Stage 1 of the Forth Street Coastal Protection works was completed prior to the onset of the winter storms 2021. Due to the timing of the 2021/22 FY budget cycle, Stage 2 of the works was included in the budget prior to the completion and assessment of the effectiveness of the Stage 1 works.

The Stage 1 works comprised the construction of two Geosynthetic Sand Container (GSC) Groynes (GSC) east of the Forth Street car parking. The effectiveness of these two groynes has been monitored as part of the City's ongoing coastal monitoring; this monitoring has found that the two groynes performed satisfactory. Stage 2 of the works can therefore be rescheduled, with the timing and requirement subject to further and ongoing monitoring.

### **Stakeholder Consultation**

The RFT was advertised in the 'West Australian' newspaper on 30 October 2021 and uploaded to TenderLink on 29 October 2021. The closing time and date for lodgement of a response was 2.00pm (AWST) on Thursday 18 November 2021. Officers have undertaken reference checks of the preferred tenderer.

**Risk Assessment**

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

**Options**

The Council may consider the following alternate options:

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

**CONCLUSION**

It is recommended that Council accept the tender of Leeuwin Civil Pty Ltd as the most advantageous to the City, subject to minor variations to be negotiated by the CEO, not exceeding the overall project budget.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Should Council adopt the officer recommendation, it is anticipated that the contract for construction of Stage 2 of the West Busselton Seawall Upgrade will commence during February 2022 and be completed by April 2022, weather permitting.

**13. PLANNING AND DEVELOPMENT SERVICES REPORT**

Nil

**14. COMMUNITY AND COMMERCIAL SERVICES REPORT**

Nil

**15. FINANCE AND CORPORATE SERVICES REPORT**

Nil

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

Nil

**17. URGENT BUSINESS**

Nil

**18. CONFIDENTIAL REPORTS**

Nil

**19. CLOSURE**

The Presiding Member closed the meeting at 6.19pm

THESE MINUTES CONSISTING OF PAGES 1 TO 116 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 9 FEBRUARY 2022.

DATE: 9/2/22 PRESIDING MEMBER: 