

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

CITY OF BUSSELTON

MINUTES FOR THE COUNCIL MEETING HELD ON 22 APRIL 2020

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MINUTES

MINUTES OF A MEETING OF THE BUSSELTON CITY COUNCIL HELD VIA ELECTRONIC MEANS ON 22 APRIL 2020 AT 5.30PM.

1. DECLARATION OF OPENING ACKNOWLEDGEMENT OF COUNTRY / DISCLAIMER / NOTICE
OF LIVE STREAMING AND RECORDING OF PROCEEDINGS

The Presiding Member opened the meeting at 5.57pm.

2. ATTENDANCE

Presiding Member:

Cr Grant Henley Mayor
(via electronic attendance)

Members:

Cr Kelly Hick Deputy Mayor
Cr Sue Riccelli
Cr Ross Paine
Cr Kate Cox
Cr Paul Carter
Cr Phill Cronin
Cr Jo Barrett-Lennard
Cr Lyndon Miles
(All Councillors via electronic attendance)

Officers:

Mr Mike Archer, Chief Executive Officer
Mr Oliver Darby, Director, Engineering and Works Services
Mr Paul Needham, Director, Planning and Development Services
Mrs Naomi Searle, Director, Community and Commercial Services
Mr Tony Nottle, Director, Finance and Corporate Services
Mrs Tanya Gillett, Manager, Environmental Services
Ms Jennifer May, Manager, Commercial Services
Mrs Emma Heys, Governance Coordinator
Ms Lisa McDonald, Contract and Tendering Officer
Ms Melissa Egan, Governance Officer
(All Officers via electronic attendance)

Apologies:

Nil

Approved Leave of Absence:

Nil

Media:

0

Public:

0 (Meeting was made available by live streaming)

3. PRAYER

The Mayor recited the Ode of Remembrance in honour of Anzac Day.

4. APPLICATION FOR LEAVE OF ABSENCE

Nil

5. DISCLOSURE OF INTERESTS

The Mayor noted that a declaration of impartiality interest had been received from Cr Phill Cronin in relation to Agenda Item 15.2 Economic Development Business Support Program.

The Mayor noted that a declaration of indirect financial interest had been received from Mr Mike Archer, Chief Executive Officer, in relation to Agenda Item 17.1 Councillors Information Bulletin.

The Mayor advised that in accordance with the *Local Government (Rules of Conduct) Regulations 2007* these declarations would be read out immediately before Items 15.2 and 17.1 were discussed.

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

Nil

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

Nil

Question Time for Public

Nil

8. CONFIRMATION AND RECEIPT OF MINUTES**Previous Council Meetings****8.1 Minutes of the Council Meeting held 25 March 2020****COUNCIL DECISION**

C2004/104

Moved Councillor P Carter, seconded Deputy Mayor K Hick

That the Minutes of the Council Meeting held 25 March 2020 be confirmed as a true and correct record.

CARRIED 9/0

8.2 Minutes of the Special Council Meeting held 1 April 2020

COUNCIL DECISION

C2004/105

Moved Councillor K Cox, seconded Deputy Mayor K Hick

That the Minutes of the Special Council Meeting held 1 April 2020 be confirmed as a true and correct record.

CARRIED 9/0

Committee Meetings

Nil

9. **RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS**

Petitions

Nil

Presentations

Mr Michael Smart, Chief Executive Officer of the Busselton Chamber of Commerce and Industry, presented in relation to Agenda Item 15.2 Economic Development Business Support Program. Mr Smart was in favour of the Alternative Recommendation foreshadowed by Cr Cronin and encouraged Council to use the BCCI as the focal point of supporting local businesses, including those in the Dunsborough, Yallingup and Metricup areas and to direct the proposed funding to the BCCI accordingly.

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 Officer Recommendations, will be adopted en bloc, i.e. all together.

COUNCIL DECISION**C2004/106**

Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

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

13.1 PROPOSED SCHEME AMENDMENT 43 TO LOCAL PLANNING SCHEME 21 - PART OF LOT 22 BUSSELL HIGHWAY, YALYALUP - CONSIDERATION FOR ADOPTION FOR PUBLIC CONSULTATION

16.1 LIST OF PAYMENTS MADE - FEBRUARY 2020

16.2 FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 29 FEBRUARY 2020

16.3 LOCAL GOVERNMENT HOUSE TRUST - DEED OF VARIATION

16.5 PROPOSED NEW RATES PAYMENT OPTIONS







CARRIED 9/0**EN BLOC**

12. REPORTS OF COMMITTEE

Nil

13. PLANNING AND DEVELOPMENT SERVICES REPORT

13.1 PROPOSED SCHEME AMENDMENT 43 TO LOCAL PLANNING SCHEME 21 - PART OF LOT 22 BUSSELL HIGHWAY, YALYALUP - CONSIDERATION FOR ADOPTION FOR PUBLIC CONSULTATION

STRATEGIC GOAL	2. PLACE AND SPACES Vibrant, attractive, affordable
STRATEGIC OBJECTIVE	2.1 Planning strategies that foster the development of healthy neighbourhoods that meet our needs as we grow.
SUBJECT INDEX	Town Planning Schemes and Amendments
BUSINESS UNIT	Strategic Planning
REPORTING OFFICER	Principal Strategic Planner - Louise Koroveshi
AUTHORISING OFFICER	Director, Planning and Development Services - Paul Needham
NATURE OF DECISION	Legislative: to adopt legislative documents e.g. local laws, local planning schemes, local planning policies
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Draft Provenge Structure Plan ↓  Attachment B Location Plan ↓  Attachment C Existing and proposed zoning ↓  Attachment D Local Planning Strategy ↓  Attachment E Noise modelling technical report ↓  Attachment F Forecast N-contours ↓ 

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/107 Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

That the Council:

1. In pursuance of the *Planning and Development (Local Planning Schemes) Regulations 2015*, initiates Amendment 43 to Local Planning Scheme 21 for the purposes of:
 - a) Rezoning part of Lot 22 Bussell Highway, Yalyalup from 'Tourism', 'Special Use 15 (Road Purposes)' and 'Reserve for Recreation' to 'Special Use 27 (Yalyalup Development)'.
 - b) Rezoning part of Lot 76 Neville Hyder Drive, Yalyalup from 'Special Use 15 (Road Purposes)' to 'Special Use 27 (Yalyalup Development)'.
 - c) Deleting Special Provision Area 10.
 - d) Amending Schedule 3 – 'Special Provision Areas' by including, under the 'Particulars of Land' column of 'Special Provision Area 23', the following text: "*part of Lot 22 Bussell Highway and part of Lot 76 Neville Hyder Drive, Yalyalup*" and deleting 'Special Provision Area 10'.
 - e) Amending the boundary of Special Provision Area 23 to include part of Lot 22 Bussell Highway and part of Lot 76 Neville Hyder Drive, Yalyalup.
 - f) Amending the Scheme Map accordingly.
2. Pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, determine that Amendment 43 is a 'standard' amendment in accordance with Regulation 34(b) as it:
 - a) is consistent with the *Local Planning Strategy 2019*.
 - b) would have minimal impact on land in the Scheme area that is not the subject of the Amendment.
 - c) would not result in any significant environmental, social, economic or governance

impacts on land in the Scheme area.

3. That, as the draft Amendment is in the opinion of the Council consistent with Part V of the Act and Regulations made pursuant to the Act, that upon the preparation of the necessary documentation, the draft Amendment be referred to the Environmental Protection Authority (EPA) as required by the Act, and on receipt of a response from the EPA indicating that the draft Amendment is to be subject to formal environmental assessment, be advertised for a period of 42 days, in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015. In the event that the EPA determines that the draft Amendment is to be subject to formal environmental assessment, this assessment is to be prepared prior to advertising of the draft Amendment.

CARRIED 9/0

EN BLOC

EXECUTIVE SUMMARY

The Council is requested to consider initiating and adopting proposed Amendment 43 to Local Planning Scheme 21 (LPS21) for public consultation. The Amendment proposes to rezone part of Lot 22 Bussell Highway, Yalyalup from 'Tourism', 'Special Use 15 (Road Purposes)' and 'Reserve for Recreation' to 'Special Use 27 (Yalyalup Development)' and include the land within 'Special Provision Area 23'. The Amendment would facilitate the future subdivision and development of the land for residential purposes as part of the ongoing development of the Provence Estate.

It is recommended that Amendment 43 to LPS21 be initiated and adopted for public consultation.

BACKGROUND

The Amendment 43 land is subject to the draft Provence Structure Plan (adopted for final approval under delegated authority on 29 April 2019) that is pending endorsement by the WAPC (Attachment A). The subject land was included in the structure planning analysis and design process to ensure a seamless and cohesive design with the balance of the landholdings within Provence. The subject land is identified on the draft Structure Plan as requiring rezoning via a separate Scheme amendment to facilitate residential development.

The draft Structure Plan was supported by a suite of technical assessments that addressed the following matters: environment; local water management; bushfire risk management; retail demand; transport and traffic; landscape; noise and servicing. A new Bushfire Management Plan and an updated Environmental Assessment Report have been submitted in support of Amendment 43 and are discussed below.

The Proposal

The subject land is approximately 40 hectares in area and is located 5km south east of the Busselton City Centre (Attachment B). The majority of the subject land is cleared and undeveloped.

Amendment 43 proposes to:

- i. Rezone part of Lot 22 Bussell Highway, Yalyalup from 'Tourism', 'Special Use 15 (Road Purposes)' and 'Reserve for Recreation' to 'Special Use 27 (Yalyalup Development)'.
- ii. Rezone part of Lot 76 Neville Hyder Drive, Yalyalup from 'Special Use 15 (Road Purposes)' to 'Special Use 27 (Yalyalup Development)'.
- iii. Delete Special Provision Area 10.

- iv. Amend Schedule 3 – ‘Special Provision Areas’ by including the subject land in Special Provision Area 23.

Existing and proposed zoning maps are provided at Attachment C.

Bushfire Management Plan

Parts of the subject land are designated ‘bushfire prone’ on the State Map of Bushfire Prone Areas. In response, a Bushfire Management Plan (BMP) has been prepared for the proposal by a suitably qualified fire consultant in accordance with the WAPC *State Planning Policy 3.7 – Planning in Bushfire Prone Areas 2015/Guidelines for Planning in Bushfire Prone Areas 2017*. An assessment of the composition of the vegetation and the slope of the land under that vegetation was conducted for a minimum 150m from the edge of the Amendment area. The assessment determined the effective slope as ‘Upslope/Flat’ with vegetation classified as ‘Class A – Forest’, ‘Class B – Woodland’ and ‘Class G – Grassland’ and a resultant bushfire attack level (BAL) of 29 or lower for the majority of the site.

The BAL assessment determined that classified vegetation to the west of the subject land (within the current undeveloped Provence landholdings) would result in a minor encroachment of BAL-40/BAL-FZ along the boundary of some of the future residential cells. The BMP states that the progressive development of the adjacent Provence land and implementation of the BMP for that land would result in a reduced and compliant BAL-29 rating or lower for the subject land.

Environmental Assessment Report

The environmental assessment covers the following aspects of the subject land:

- *Flora and vegetation survey* – no Threatened or Priority species/communities were recorded within the Structure Plan area. The condition of remnant vegetation was assessed as ‘Completely Degraded’, ‘Degraded’ and ‘Degraded-Good’. Areas of remnant vegetation, comprising Blackbutt/Flooded Gum/Peppermint woodland, in the northern portion of the subject land, will be retained in public open space. The subject land does not contain habitat suitable for the Western Ringtail Possum.
- *Fauna survey* – no evidence (dreys, scats) or sightings of Western Ringtail Possum were recorded. No black cockatoo species were seen or heard during the surveys and no signs of feeding or feathers were recorded. Better quality habitat exists in the Tuart Forest National Park (2 km north-east) and other state forests nearby (10 km south). Since the broader area contains a large amount of potential habitat, the assessment concluded it is unlikely that black cockatoos are reliant on remnant vegetation on the subject land.

OFFICER COMMENT

Amendment 43 would facilitate the future subdivision and development of part of Lot 22 Bussell Highway, Yalyalup as part of the ongoing development of the Provence Estate.

A fundamental consideration for the proposal relates to the potential for conflict between the operations of the Busselton Margaret River Airport and residential development. Recent modelling commissioned by the City has updated previous noise assessments to align with changes in forecast usage and aircraft type assumptions set out in the business case for the redevelopment and upgrading of the Airport and as required by the *Busselton Margaret River Airport Noise Management Plan*.

This modelling clearly indicates that development outside of the current Airport Special Control Area under LPS21 should not be affected by noise above the thresholds established by the approved Noise Management Plan for the Airport.

As such, there is no need for any special controls or similar for future development within Provenge, including the eastern extension that would be enabled by Amendment 43, to safeguard future residents from excessive noise intrusion, as well as protect all airport operations.

Statutory Environment

The key elements of the statutory environment in relation to Amendment 43 are set out in the *Planning and Development Act 2005* and the *Planning and Development (Local Planning Schemes) Regulations 2015*. Each is discussed under appropriate subheadings.

Planning and Development Act 2005

The *Planning and Development Act 2005* outlines the relevant considerations when preparing and amending local planning schemes. The relevant provisions of the Act have been taken into account in preparing and processing this Amendment.

Planning and Development (Local Planning Schemes) Regulations 2015

The *Planning and Development (Local Planning Schemes) Regulations 2015*, which came into operational effect on 19 October 2015, identifies three different levels of amendments – basic, standard and complex. The resolution of the local government is to specify the level of the amendment and provide an explanation justifying this choice. This Amendment is considered to be a ‘standard’ amendment.

Relevant Plans and Policies

The key policy implications with respect to the proposal are set out in the following documents:

- *State Planning Policy 3 – Urban Growth and Settlement (2006)*
- *State Planning Policy 3.7 – Planning in Bushfire Prone Areas (2015)/Guidelines for Planning in Bushfire Prone Areas (2017).*
- *Local Planning Strategy (2019)*
- *Local Tourism Planning Strategy (2011)*
- *Draft Provenge Structure Plan (2019)*
- *Busselton Margaret River Airport Noise Management Plan (2019)*
- *Busselton Margaret River Noise Modelling Technical Report (2019)*

Each is discussed below under appropriate subheadings.

State Planning Policy 3 - Urban Growth and Settlement (2006)

SPP 3 sets out the principles and considerations which apply to planning for urban growth and settlement in Western Australia. The overall aim of the policy is to facilitate sustainable patterns of urban growth and settlement and effective protection of the environment. The policy cites five objectives to achieve this outcome. The following objectives of the policy are relevant to the consideration of Amendment 43:

- *To promote a sustainable and well planned pattern of settlement across the State, with sufficient and suitable land to provide for a wide variety of housing, employment, recreation facilities and open space.*
- *To promote the development of a sustainable and liveable neighbourhood form which reduces energy, water and travel demands whilst ensuring safe and convenient access to employment and services by all modes, provides choice and affordability of housing and creates an identifiable sense of place for each community.*

State Planning Policy 3.7 Planning in Bushfire Prone Areas (2015)/Guidelines for Planning in Bushfire Prone Areas (2017)

SPP 3.7 directs how strategic planning proposals should address bushfire risk management in Western Australia. It applies to all land which has been designated as being bushfire prone on the State Map of Bushfire Prone Areas. The accompanying *Guidelines for Planning in Bushfire Prone Areas* provide supporting information to assist in the interpretation of the objectives and policy measures outlined in SPP 3.7, providing advice on how bushfire risk is to be addressed when planning, designing or assessing a planning proposal within a designated bushfire prone area.

The four elements of the Guidelines are:

- Element 1: Location – to ensure that the subdivision, development or land use is located in areas with the least possible risk from bushfire, to help minimise risk to people, property and infrastructure.
- Element 2: Siting and Design of Development – to ensure that the siting of development minimises the level of bushfire impact.
- Element 3: Vehicle Access – to ensure that residents and the community, as well as emergency services, have safe access and egress from both the subdivision and individual houses/development.
- Element 4: Water – ensures adequate water is available to defend against a bushfire.

Local Planning Strategy (2019)

The *Local Planning Strategy* (LPS) sets the long term broad planning direction for the whole of the District of the City of Busselton and provides the strategic rationale for decisions related to the progressive review and amendment of the Scheme. The LPS also sets out four ‘frameworks’ relating to: settlement; urban growth areas; activity centres; and industrial/service commercial growth areas.

Of relevance to Amendment 43, the LPS identifies ‘Yalyalup East’ as a ‘medium-term urban growth area’ under the Urban Growth Area Framework (reference number 10 on the LPS map provided at Attachment D). The reasons for this, as set out in Part B of the LPS, are:

- Currently zoned ‘Tourism’ but not required for that purpose as per the recommendation of the City’s *Local Tourism Planning Strategy*.
- Forms a logical extension to the ‘Yalyalup (2) current urban growth area’.

The LPS identifies issues to be considered in rezoning the subject land as: visual management; airport noise; and the design of the future planned Busselton Outer Bypass. Matters relating to visual management and the Busselton Outer Bypass are addressed by the draft Provenge Structure Plan. Airport noise is discussed in subsequent sections below.

Local Tourism Planning Strategy (2011)

The *Local Tourism Planning Strategy* (LTPS) has a specific land use focus to identify locations and sites that are important for tourism industry growth within the City. The strategy also provides guidance for decision-making on tourism proposals, including consideration of change of land use from tourism to an alternative land use.

In relation to the subject land, the strategic direction set by the LTPS provides for consideration of rezoning to accommodate residential development including, potentially, park home park development.

Draft Provence Structure Plan (2019)

The draft Provence Structure Plan demonstrates how the subject land would be developed and provides guidance for matters such as: allocation of land uses; residential densities; road networks; public open space; and provision of community facilities. The Structure Plan identifies the future use of the Amendment area as residential (density coding R25 – R40) and public open space.

Busselton Margaret River Airport Noise Management Plan (2019)

The *Busselton Margaret River Airport Noise Management Plan* (NMP) provides a comprehensive plan for the effective management of noise generated by aircraft using the airport in order to protect the amenity of community members potentially affected by aircraft and aircraft noise.

The NMP provides for the implementation of a range of strategies for managing noise generated by users of the airport, with the main objective to provide a balance of airport development and amenity protection for potentially affected residents. These strategies include, amongst other things, operational hours restrictions; regulatory measures for flight training; noise assessment and monitoring; and land use planning.

The NMP utilises a combination of Australian Noise Exposure Forecast (ANEF) contours and Noise-Above contours (N contours) for noise modelling. ANEF contours have inherent limitations for use by regional airports because they represent an average of operations over a year, but not peak time operations and resulting effects. N contours are used as supplementary measurements to the ANEF contours to guide land use planning and provide guidance on the number of aircraft noise events that exceed a given decibel level at certain times per day e.g. 65dB(A) is expressed as N65.

The NMP sets out outdoor noise criteria as follows:

- 85dB(A);or
- 80dB(A) for >6 events per day; or
- 75dB(A) for >12 events per day.

The NMP indicates that the noise modelling is based on ANEF and N65, N70 and N75 contours and would provide the direction for future land use planning, especially relating to noise sensitive land uses such as residential development, as the Airport develops.

The NMP states that where any significant proposal is to be considered which may result in a significant increase in traffic or change in the types of aircraft utilising the airport, the noise modelling and resultant contours would require updating.

Busselton Margaret River Airport Noise Modelling Technical Report (2019)

A noise modelling technical assessment has been completed for the Busselton Margaret River Airport by consultants To70 (Attachment E). This modelling updates previous noise assessments to align with changes in forecast usage and aircraft type assumptions set out in the business case for the redevelopment and upgrading of the Airport and as required by the *Busselton Margaret River Airport Noise Management Plan*.

The technical assessment includes the following observations:

- ANEF contours do not impact upon the eastern extension of Provence
- The size (spatial extent) of ANEF contours has reduced by around 40%
- The size of the N-contours has also reduced, highlighted by the loss of the 20 event contour and the shortening of the 5 event contour (due to the reduction in forecast helicopter and single piston aircraft movements)
- N65 and N70 10 event noise contours do not impact on the eastern extension of Provence.

The spatial extent of the forecast N75 10 event contours for 2028/29 and 2038/39 relative to the current Airport Special Control Area and the eastern extension of Provence is provided at Attachment F.

Financial Implications

There are no financial implications associated with the Officer Recommendation.

Stakeholder Consultation

There is no requirement under the *Planning and Development Act 2005* to advertise a proposed Scheme amendment prior to it being initiated by the Council. Accordingly, no advertising has occurred to date.

If the Council resolves to initiate the proposed Amendment, the related documentation will be referred to the Environmental Protection Authority (EPA) to consider the need for formal review under Part 4 of the *Environmental Protection Act 1986*. If the EPA determines that formal review is unnecessary, it will be advertised for a period of 42 days in accordance with the Regulations and include referral to relevant state government agencies. In the event that the EPA determines that the proposal is to be formally reviewed, the City shall cause such review to be undertaken in accordance with s.82 of the *Planning and Development Act 2005*.

Risk Assessment

An assessment of the potential implications of implementing the Officer Recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. The implementation of the Officer Recommendation will involve adopting the Amendment for public consultation. In this regard, there are no significant risks identified.

Options

As an alternative to the proposed recommendation the Council could:

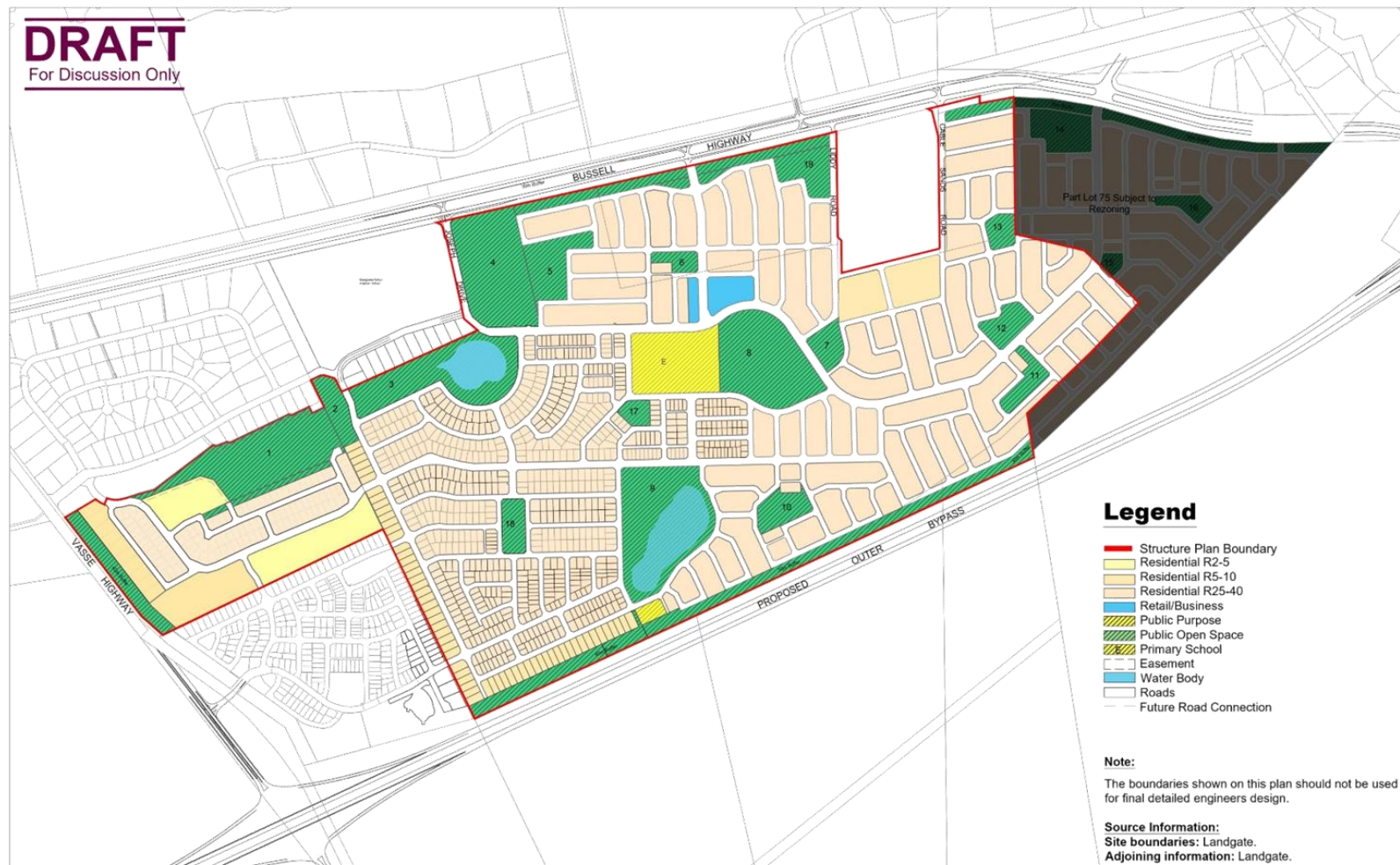
1. Resolve not to adopt the Amendment for public consultation (and provide a reason for such a decision); or
2. To seek further information before making a decision.

CONCLUSION

The information contained within this report confirms that the Amendment as proposed would represent an appropriate outcome consistent with the orderly and proper planning of the City of Busselton and as such, it is recommended that the Amendment be initiated and adopted for public consultation.








TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

The implementation of the Officer Recommendation will involve the provision of the Amendment documentation to the Environmental Protection Authority and this will occur within one month of the resolution.







Legend

-  Public Purposes
-  Recreation
-  Rural
-  Rural Residential
-  SU Special Use
-  SP Special Provision Area
-  Tourism



EXISTING ZONING

Legend

-  SU27 Special Use (Yalyalup Development)
-  SP23 Special Provision Area



PROPOSED ZONING

Note:

The boundaries shown on this plan should not be used for final detailed engineers design.

Source Information:

Site boundaries: Landgate.

Adjoining information: Landgate.

PLAN REF: 130316-2-004A
DATE: 17 SEPTEMBER 2019
CLIENT: SATTERLEY
DRAWN BY: JLS
CHECKED BY: LC



0 100 200 300 400 500 1:10,000 @ A3

PROVENCE EXISTING AND PROPOSED ZONING

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Noise Modelling Technical Report

Busselton Margaret River Regional Airport



Noise Modelling Technical Report

Busselton Margaret River Regional Airport

Prepared for

City of Busselton

2 Southern Drive
Busselton
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August 2019

19.044.02

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1 Introduction

The City of Busselton (CoB) have contracted To70 to carry out an updated noise assessment for Busselton Airport following the development of an ANEC in 2016. In particular, (CoB) wish to incorporate flight school training, new flight tracks and an updated forecast into the pre-existing noise model.

1.1 Background

The City has been awarded State and Federal funding totalling \$55.9m for the redevelopment of Busselton Airport and those works are well underway. The redevelopment is aimed at providing the necessary airport infrastructure to allow for interstate, and potentially international, air services.

To70 has previously prepared noise assessments and contours for the City in 2015 and has also provided updated versions of models to align with changes in forecast and usage characteristics. In 2019, there are several factors that could influence the contours of the existing model:

- Small / moderate increase in flight training school traffic
- Implementation of new instrument flight procedures for Code 4C aircraft
- Completion and sign-off of the Busselton Airport Noise Management Plan
- Inclusion of more night-time traffic movements
- Potential Code 4E traffic movements



2 Inputs and Assumptions

This section provides detail on the inputs and assumptions used for the noise calculations. These have been discussed and verified by CoB. Forecasts and aircraft type assumptions are based on CoB input, which are based on the State Government business case. This is to maintain consistency between the business case and environment approvals for the project, which is based on the business case. Further modelling may be completed on completion of the project and the commencement of interstate operations.

2.1 General Settings

The Federal Aviation Administration's (FAA) Integrated Noise Model (INM) version 7.0d is used for the calculation of the ANEC and other contours. INM 7.0d is the latest version of this software package.

Weather

INM requires the input of weather conditions observed at the airport. Average weather settings are derived from the Bureau of Meteorology (BoM) for May-18 to Apr-19. The annual average temperature and pressure at BMMRA weather station (station 009603) is used as input for this INM study. The weather input has remained unchanged since the previous model ensure like for like comparison.

The weather settings are as follows:

Temperature	19.0 degrees C
Pressure	763.04 mm-Hg
Relative humidity	59.7 %
Headwind	14.8 km/h (default INM value)

Terrain data has been downloaded from the NASA website. The Shuttle Radar Topography Missions digital topographic data has been converted to an INM compatible format and imported into the INM study in the World Geodetic System 1984 (WGS84) coordinates. The images below show the terrain in original and INM format.

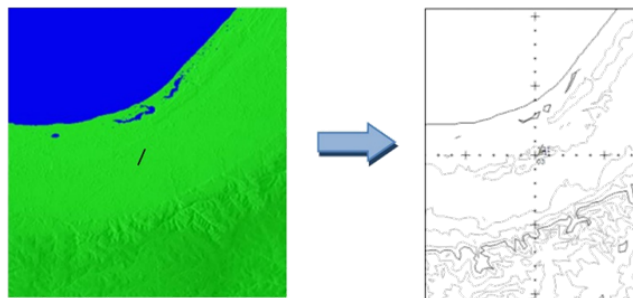


Figure 1 – Terrain



Aerodrome Reference Point

The BMRRR Aerodrome Reference Point (ARP) is shown below.

Table 1: BMRRR ARP

Description	Latitude	Longitude	Elevation (m)
ARP	-33.692500	115.395278	17

Runway coordinates

To70 has modelled the revised/masterplan layout (Busselton Margaret River Regional Airport Master Plan General Arrangement - 2A), which will include a 360m extension to runway end 21 and 300m extension to runway end 03 (and not the 480m extension to the south previously modelled). There are no displaced thresholds. Details of the runway are below.

Table 2: Runway end coordinates

Description	Latitude	Longitude	Length × Width (m)	Elevation (m)
Runway 03	-33.697328	115.396362	2460 × 45	17
Runway 21	-33.677320	115.407818		17

Helipad

The study uses the existing helipad location.

Table 3: Helipad coordinates

Description	Latitude	Longitude	Elevation (m)
Helipad	-33.687764	115.399560	17

2.2 Traffic

Forecast

Updated aircraft traffic forecasts for the noise modelling have been provided by CoB to To70 in the form of a spreadsheet containing annual movements by year. The detailed aircraft traffic forecasts (including day/night split) can be found in Appendix A of this document. Note that the day/night split have been determined by CoB based on existing operations.

Table 4: Traffic forecast summary (weekly movements)

Class	Aircraft Type	2018/19	2022/23	2028/29	2038/39
RPT	Narrow Body Jet	6	8	16	24
Closed Charter	Regional Jet	22	26	30	30
Other	Helicopter	10.2	10.6	11.3	12.4
	Narrow-Body Jet	4	6	6	8
	Single Piston	58	62	69.9	85.2
	Single Turboprop	14.2	15.6	15.6	15.6
	Small Turbojet	3.0	3.2	3.3	3.3



Class	Aircraft Type	2018/19	2022/23	2028/29	2038/39
	Twin Piston	12.1	12.7	12.7	12.7
	Twin Turboprop	0.6	0.6	0.6	0.6

Aircraft and substitutes

Aircraft types used in the noise modelling have been specified by CoB and are based on historic traffic and traffic forecasts. To70 has modelled the forecast aircraft using the following INM equivalents detailed below.

Table 5: RPT/Charter aircraft types

Class	Forecast Aircraft	Similar noise profile	INM ACFT ID
RPT	B737-800	n/a	737800
Closed Charter	"B737-800NG" MAX	n/a	737MAX
	Fokker100	n/a	F10065
	ATR72	Dornier 328	DO328
	A320 series	n/a	A320-211
	A320NEO series	n/a	A320NEO
	Beech 1900	n/a	1900D

Table 6: Other aircraft types

Class	Forecast Aircraft	Similar noise profile	INM ACFT ID
Recreation	Evektor Sportstar - L S A	GASEPF*	GASEPF
Emergency Services	PC12	Cessna 208 Caravan	CNA208
General	Dornier 328	Dornier 328	DO328
Military	Piper - PA31	n/a	PA31
Flight training	Cessna 180,182, 172, 210	n/a	CNA172
	Cessna Citation	n/a	CNA55B
	Learjet 45	n/a	LEAR35
	B737	n/a	737300
	C172	n/a	CNA172
	Restored Aircraft (i.e Douglas C47; De Havilland DH-82A)	Douglas DC-3	DC3
	Airvan GA8	Cessna 206	CNA206
	Bombardier Dash 8	n/a	DHC8
	Pilatus PC9	JPATS**	JPATS



Table 7: Helicopter types

Class	Forecast Aircraft	INM ACFT ID
Helicopter	Eurocopter AS350	EC130
	Squirrel A350	EC130
	Bell 206 JetRanger	EC130
	Bell 214B	B212
	Sikorsky Seaking S61N	S61

2.3 Operational

Track Usage

This section details the origin and destination of RPT and FIFO aircraft routes that services BMRRA and describes the assumptions for future track allocations. Table 8 details the forecasted future destinations and the respective stage lengths.

Table 8: Stage length assumptions

Stage Lengths	Stage 1	Stage 2	Stage 3	Stage 4
Distance (nm)	<500	501 - 1000	1001-1500	1501-2500
Destination	ALH, PER, GET, KGI	KTA, PHE, ZNE	ADL, ASP	BNE, CGK, DPS, MEL, SYD

Track allocations have remained similar to the previous 2016 model, with the exception of the newly introduced RNP and departure tracks (i.e. RNAV-W, GNSSB and PAGRI). Note that based on observations from the CoB Ops Coordinator, the new RNP tracks RNAV-X for both 03 and 21 direction are currently not utilised.

Table 9: Track allocation (RPT and closed charter)

Traffic	Runway	Operation	Track	Percentage
Closed Charter Traffic: Perth Boolgeeda West Angeles Jandakot	03	A	WEST	100%
		D	STROUT	100%
	21	A	GNSSB	100%
		D	NORTH	100%
RPT Traffic: Melbourne Sydney	03	A	RNAVW	5%
			RNAVX	5%
			GNSSB	5%
			GNSSA	85%
	21	A	EAST	100%
			GNSSG	95%
			RNAVX	5%



Traffic	Runway	Operation	Track	Percentage
		D	EAST	95%
			STROUT	5%

Table 10: Track allocation (other)

Traffic	Runway	Operation	Track	Percentage
General Aviation / Recreation Aviation / Emergency Services / Flight training	03	A	GNSSB	30%
			WEST	70%
		D	WEST	33%
			EAST	33%
			STROUT	33%
	21	A	GNSSSE	33%
			WEST	33%
			EAST	33%
		D	EAST	33%
			NORTH	33%
Military	03	A	GNSSB	33%
			GNSSA	33%
			WEST	33%
	21	D	STROUT	100%
		A	GNSSSE	100%
		D	NORTH	50%
Helicopter	Helipad	A	HIN	100%
		D	OUT	100%
Freight	03	A	WEST	100%
		D	STROUT	100%
	21	A	GNSSG	100%
		D	NORTH	40%
			PAGRI	60%

Runway usage

To70 has assumed the following runway use based on information provided by COB based on current operations:

Runway 03	40%
Runway 21	60%



Tracks

This section shows the arrival, departure and circuit tracks that have been assigned for each runway end. Tracks are based on the existing study produced by To70 in 2014 and 2016, which were developed with a local expert and have been adjusted to ensure they are flyable by the aircraft that are assigned to them. Note that tracks are RNAV track spread are assumed to be 0.1NM as the nature of RNAV approaches are narrow.

Additional new procedures will be added into the model based on the current published procedures in the AIP as of 28th February 2019. The added procedures consist of the 03 RNAV-W arrival track, 21 PAGRI departure track and 03/21 RNAV-X procedures. Note that RNP tracks are assumed to have no dispersion applied due to the precise nature of the RNP procedures.

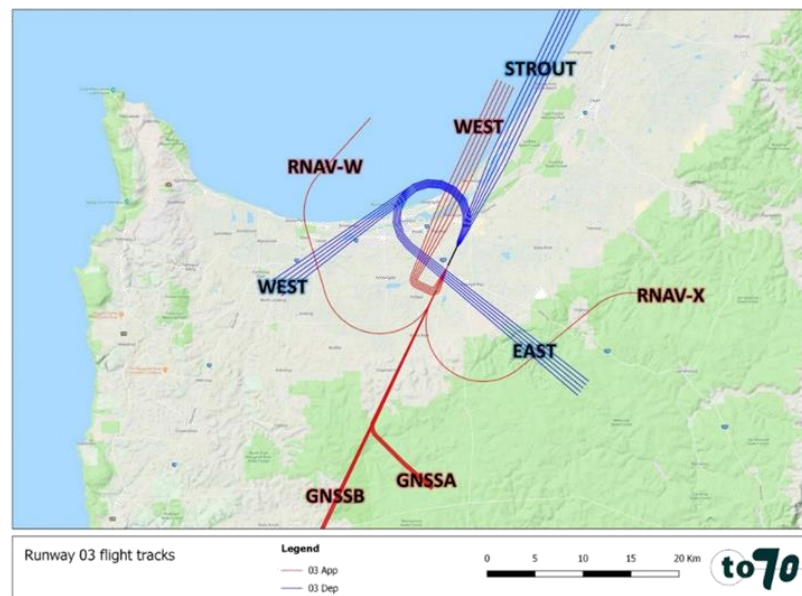


Figure 2 - Runway 03 tracks

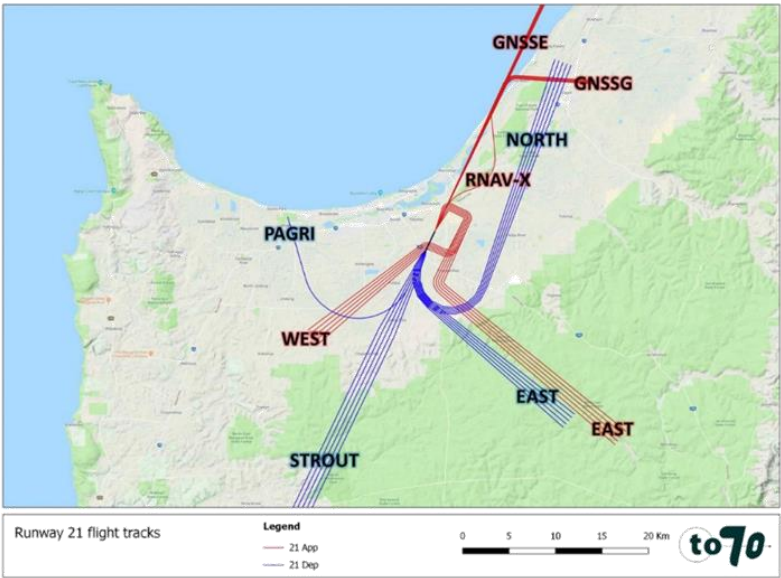


Figure 3 - Runway 21 tracks



Figure 4 - Helicopter tracks



3 Results

In this section, we present the results of the noise modelling and describe the metrics used to generate the contours. To70 has generated the following contours:

- ANEC for 2038/39
- N-Contours for 2018/19, 2022/23, 2028/29 and 2038/39

3.1 ANEC Results

ANEC contours are used to quantify the noise impact of airport development scenarios. These maps are based on assumptions about the size, shape and demand of aircraft and airport operations, and can relate to the distant future. Because the concepts and scenarios are hypothetical and may never occur, the maps produced have no official status for land-use planning purposes. The ANEC uses the Effective Perceived Noise Level (EPNL) which applies a weighting to account for the fact that by the human ear is less sensitive to low audio frequencies.

ANEC contours are generated using the Airservices Australia approved Integrated Noise Model (INM). The INM combines factors such as aircraft noise signatures, distance from source of the noise, duration and frequency of events to calculate the average noise levels on the ground at any point around a given airport. These noise levels are expressed as contours overlaid over an aerial map of the airport and surrounding areas where aircraft noise is likely to be relevant for planning. ANEC contours do not refer to normal decibel levels but are the result of "averaged annual day" data inputs. ANEC contours also take into account the cumulative nature of noise exposure, for example, night time operations are weighted higher than day time operations to reflect peoples increased sensitivity to aircraft noise at night.



ANEC 2038/39

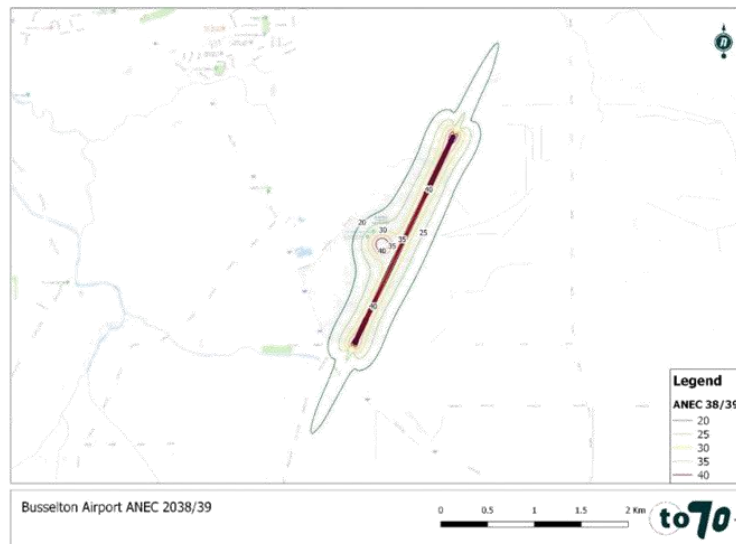


Figure 5: ANEC 2038/39

Observations

The ANEC for the BMRRA is a result of consultation with the Council and expert knowledge and judgement about aircraft noise, operations and modelling. It uses robust, accurate and defensible assumptions which have come about from detailed knowledge of the operations at BMRRA.

The ANEC 20 contour does not extend to any populous areas as shown in Figure 5. As specified in AS2021, buildings (residences) which fall within ANEC 20 are permissible and as such would apply for ANEC 10. In that regard, there is no major impact to dwellings both north and south of the runway that are situated within the ANEC.

The forecast used to generate the ANEC contours has been reduced by around 40% when compared to previous results drawn from the last report in 2017, this has led to a reduction in the size of all contours, this reduction more noticeable in the west.

The addition of the new RNAV tracks has slightly increased the size of the contours to the east and west, but their effect to the contours is minimal.



3.2 N-Contour results

To complement the ANEF maps, Noise-Above contours (N contours) charts show the number of aircraft noise events per day exceeding specific noise levels. N contours can be used to provide information both on past and planned aircraft operations. This helps communities and individuals to visualise noise impact in specific areas as it takes a person's reaction to noise out of the equation. Further information including a detailed technical explanation of N contours can be found on the DIRD website at:
https://infrastructure.gov.au/aviation/environmental/transparent_noise/expanding/4.aspx.

Observations

The reduction in the forecast has reduced the size of the N-contours, with a reduction in the size of the contours, highlighted by the loss the 20 event contour and the shortening of the 5 event contour.

The reduction in the forecasted amount of helicopters, has led to the 5 event contour which was extended to the north and south of the runway due to the straight-in, straight-out procedure for helicopters being no longer present at both N65 and N75. This reduction in the forecast for helicopters as well as single piston aircraft has also generally decreased the size of all contours and removed the 20-event contour that was located near the runway as there are less movements during the day. The 20-event contour is only present for the N65 Contours using the 2038-39 forecast which has accounted for a 2% increase every 2 years for helicopters and a 1.5% increase for the first three years and then 2% thereafter for single piston aircraft.

This is slightly compensated in the west and east by the addition of the RNAV tracks which has widened the contours slightly, but ultimately these changes have not had a major effect on the overall results.

Consistent for all years and similar to ANEC findings, both the N65 and N75 10 event noise contours do not extend to any populous areas.



N65 Contours: 2018/19

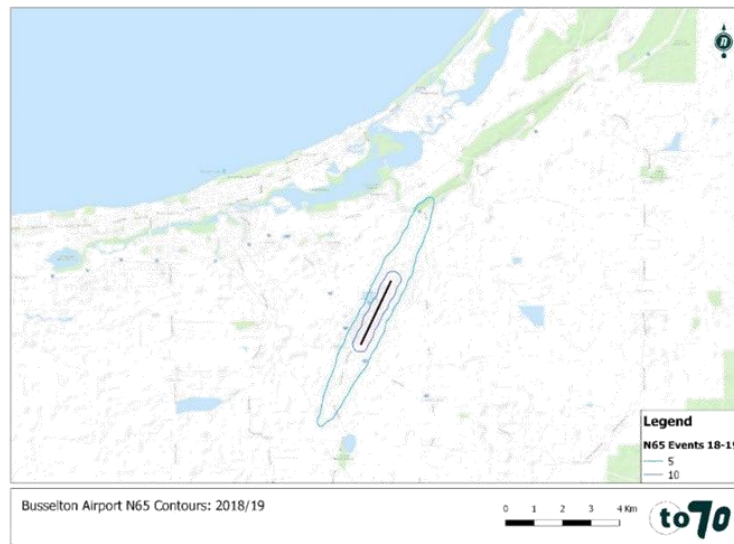


Figure 6: N65 Contours: 2018/19



N75 Contours: 2018/19

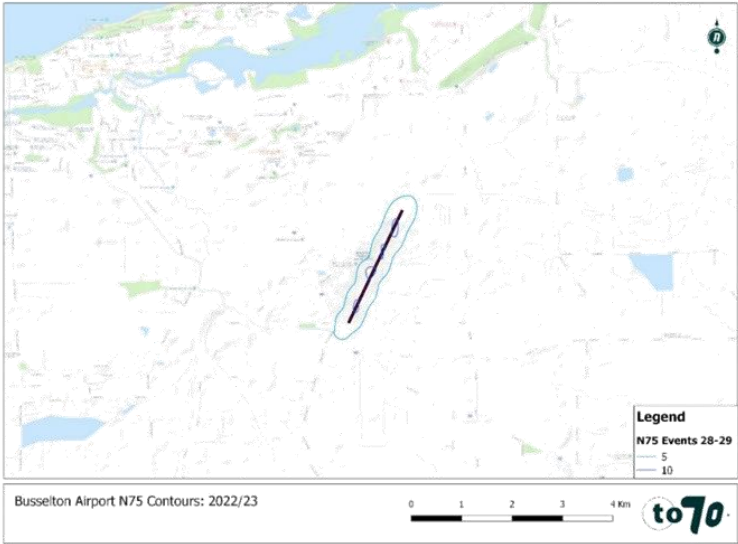


Figure 7: N75 Contours: 2018/19



N65 Contours: 2022/23

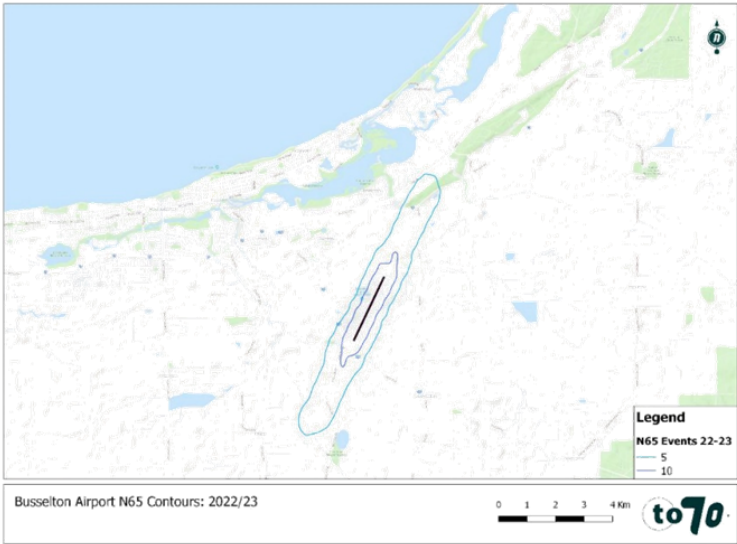


Figure 8: N65 Contours: 2022/23

N75 Contours: 2022/23

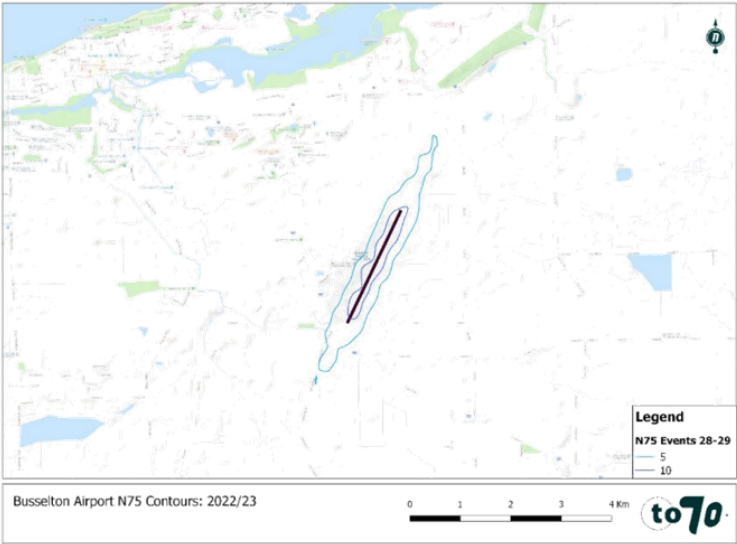


Figure 9: N75 Contours: 2022/23



N65 Contours: 2028/29

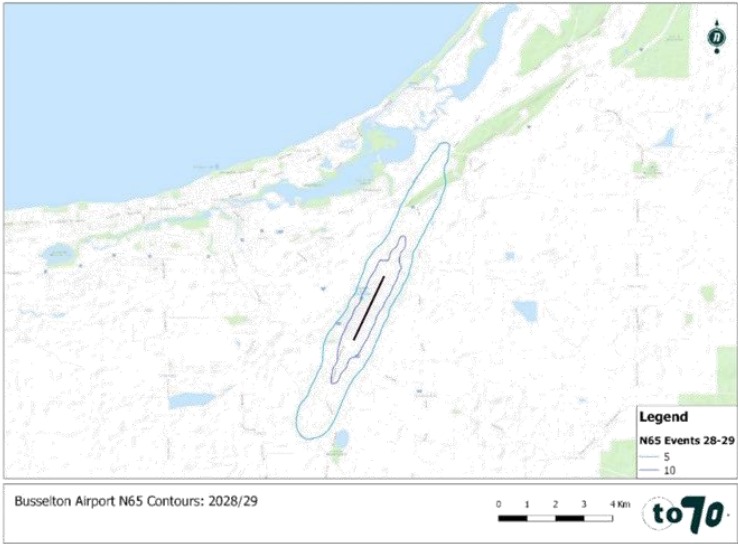


Figure 10: N65 Contours: 2028/29

N75 Contours: 2028/29

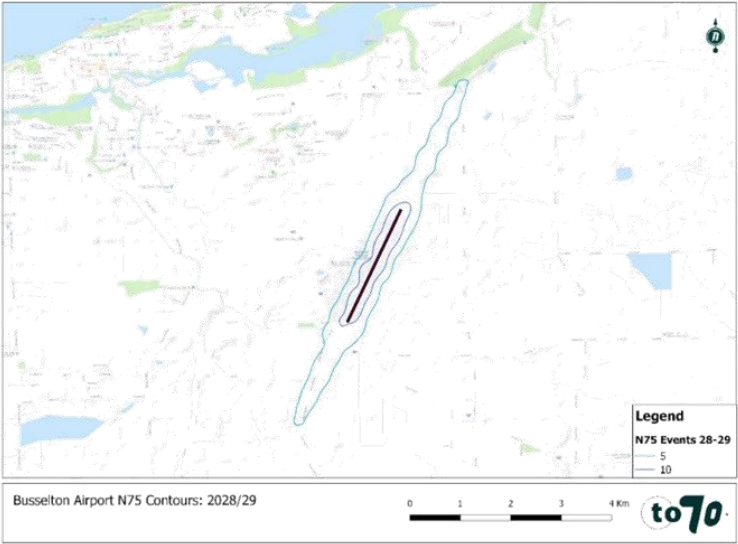


Figure 11: N75 Contours: 2028/29



N65 Contours: 2038/39

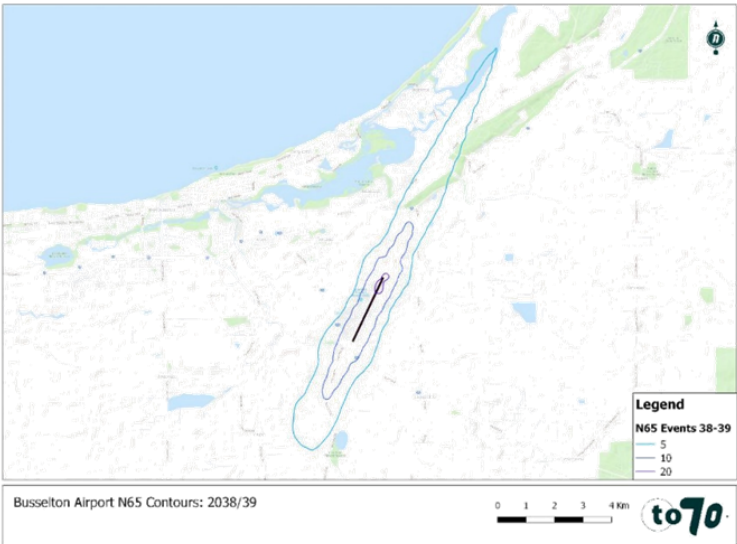


Figure 12: N65 Contours: 2038/39

N75 Contours: 2038/39

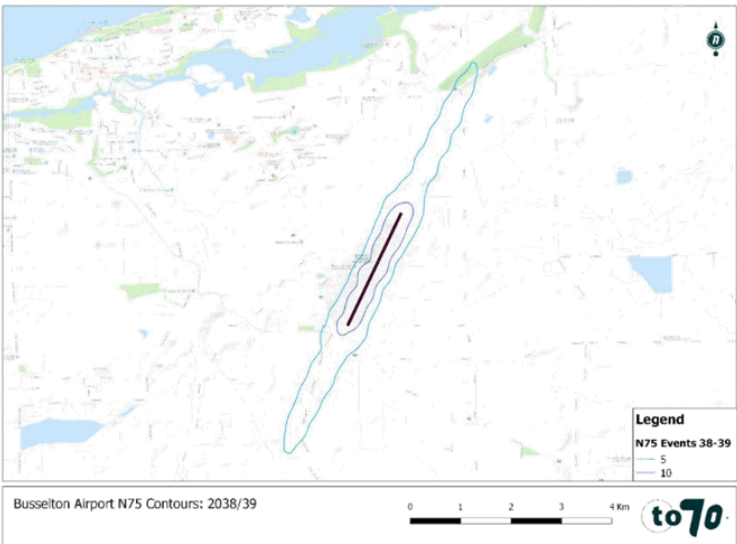
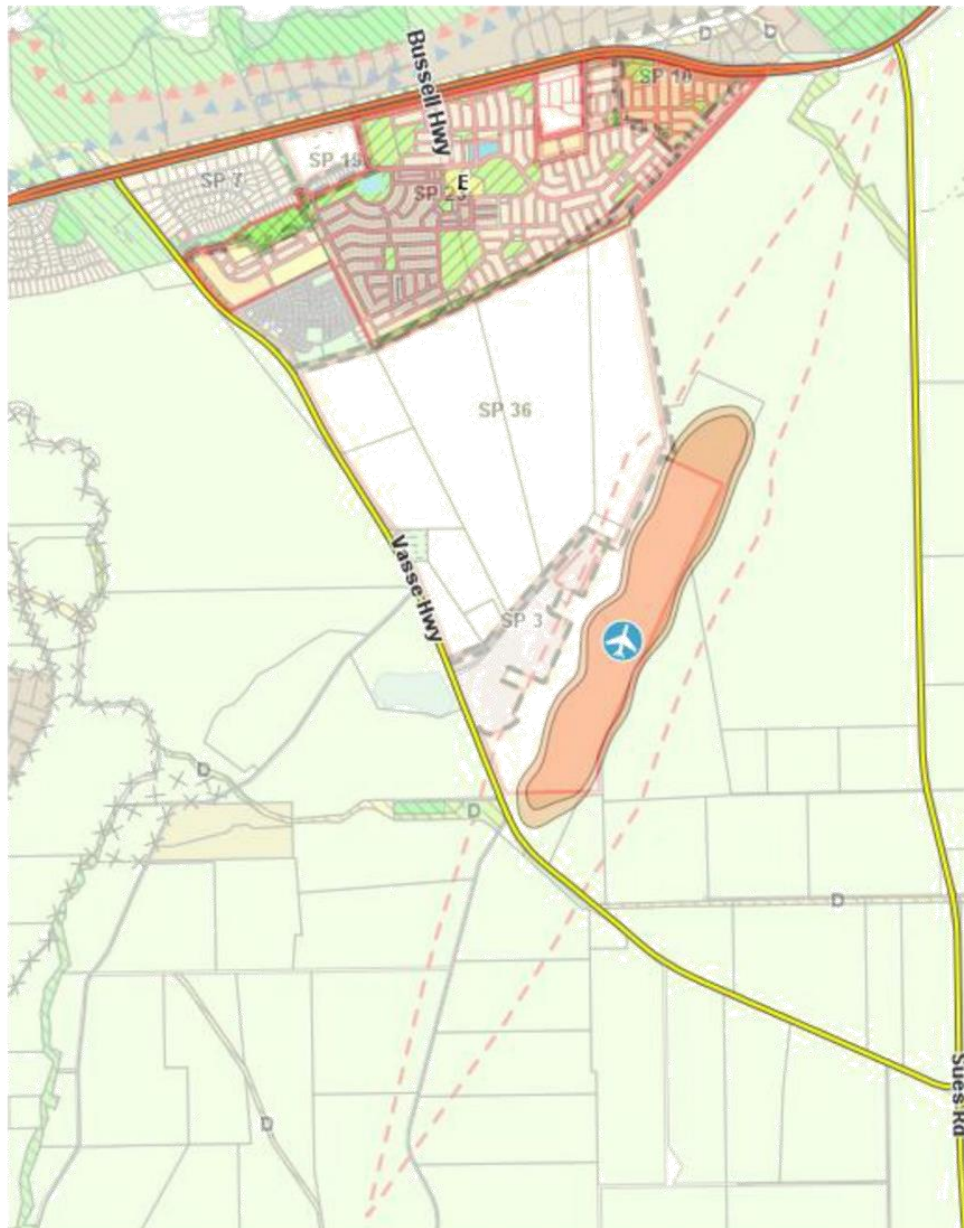


Figure 13: N75 Contours: 2038/39



Appendix A: Forecast



Class	Charter/PT	Operator	Aircraft	Destination	2019/20				2022/23				2028/29				2038/39			
					APR	SEP	TOT	Day/Night	APR	SEP	TOT	Day/Night	APR	SEP	TOT	Day/Night	APR	SEP	TOT	Day/Night
CLOSED	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	312	1144	88%; 16%	208	312	1352	88%; 16%	780	780	1560	88%; 16%	780	780	1560	88%; 16%
	Charter/PT	Virgin	Fokker100	Bodigreda, Darmaya	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Los Angeles	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	CDU	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
RPT	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	312	1144	88%; 16%	208	312	1352	88%; 16%	780	780	1560	88%; 16%	780	780	1560	88%; 16%
	Charter/PT	Virgin	Fokker100	Bodigreda, Darmaya	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Los Angeles	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	CDU	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
OTHER	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	312	1144	88%; 16%	208	312	1352	88%; 16%	780	780	1560	88%; 16%	780	780	1560	88%; 16%
	Charter/PT	Virgin	Fokker100	Bodigreda, Darmaya	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Los Angeles	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	CDU	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%
	Charter/PT	Virgin	Fokker100	Perth, Geraldton	280	104	384	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%	196	104	260	88%; 16%



Forecast N75 10 event contours for 2028/29 (inner orange contour) and 2038/39 (outer orange contour) relative to the Airport SCA (red broken line) and the eastern extension of Provence

16. FINANCE AND CORPORATE SERVICES REPORT

16.1 LIST OF PAYMENTS MADE - FEBRUARY 2020

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Financial Operations
BUSINESS UNIT	Financial Services
REPORTING OFFICER	Manager Financial Services - Paul Sheridan
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Noting: the item does not require a decision of Council and is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A List of Payments February 2020  

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/108 Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

That the Council notes payment of voucher numbers M117859 – M117920, EF069711 – EF070202, DD004033 – DD004049 together totalling \$7,246,831.05.

CARRIED 9/0

EN BLOC

EXECUTIVE SUMMARY

This report provides details of payments made from the City's bank accounts for the month of February 2020, 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, that a list of payments made is prepared each month for presentation to, and noting by, the Council.

OFFICER COMMENT

In accordance with regular custom, the list of payments made for the month of February 2020 is presented for information.

Statutory Environment

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

Relevant Plans and Policies

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

Financial Implications

There are no financial implications associated with the officer recommendation.

Stakeholder Consultation

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

Risk Assessment

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

Options

Not applicable.

CONCLUSION

The list of payments made for the month of February 2020 is presented for information.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.



LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY
FOR THE MONTH OF FEBRUARY 2020

MUNICIPAL ACCOUNT	CHEQUE # 117859 - 117920	\$ 270,015.77
ELECTRONIC TRANSFER PAYMENTS	EF069711 - EF070202	\$ 5,267,820.90
TRUST ACCOUNT	TRUST ACCOUNT Nil to report	\$ -
INTERNAL PAYMENT VOUCHERS	DD4033 - DD4049	\$ 1,708,994.38
		\$ 7,246,831.05

CHEQUE PAYMENTS FEBRUARY 2020				
DATE	REF#	NAME	DESCRIPTION	AMOUNT
18/02/2020	117235	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	-\$ 104.80
21/02/2020	117694	TODD BOSWELL	REFUND OF HALL & KEY DEPOSITS	-\$ 500.00
21/02/2020	117892	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	TRAINING SERVICES	\$ 300.00
28/02/2020	117910	BRYCE COMMINS	DONATION	\$ 300.00
28/02/2020	117914	BUSSELTION DUNSBOROUGH JUNIOR BEETLES	DONATION	\$ 1,000.00
11/02/2020	117866	BUSSELTION OLD TIME DANCE INC.	DONATION	\$ 250.00
28/02/2020	117913	BUSSELTION PRIMARY SCHOOL	DONATION	\$ 298.00
21/02/2020	117888	BUSSELTION WATER CORPORATION	WATER SERVICES	\$ 25,055.95
11/02/2020	117871	BW CLIFTON	REFUND OF RATE OVERPAYMENT	\$ 15.87
13/02/2020	117876	CALLOWES CORNER NEWS	STAFF SOCIAL CLUB - LOTTO	\$ 290.00
27/02/2020	117896	CALLOWES CORNER NEWS	STAFF SOCIAL CLUB - LOTTO	\$ 296.00
21/02/2020	117889	CALLOWES CORNER NEWSAGENCY	WEEKLY NEWSPAPERS & PERIODICALS	\$ 312.40
28/02/2020	117911	CANCELLED PAYMENT	CANCELLED PAYMENT	\$ -
21/02/2020	117893	CAPEL TRANSPORT	COURIER SERVICES	\$ 94.60
7/02/2020	117862	CITY OF BUSSELTION	BCT & CTF REIMBURSEMENTS	\$ 368.25
11/02/2020	117872	CITY OF BUSSELTION	VARIOUS REIMBURSEMENTS OVERPAYMENT OF FEES	\$ 242.47
13/02/2020	117875	CITY OF BUSSELTION	PAYROLL DEDUCTIONS REALLOCATION	\$ 5,917.41
21/02/2020	117887	CITY OF BUSSELTION	WATER TESTING	\$ 1,620.00
27/02/2020	117895	CITY OF BUSSELTION	PAYROLL DEDUCTIONS REALLOCATION	\$ 5,901.91
19/02/2020	117881	CITY OF BUSSELTION - PETTY CASH	PETTY CASH REIMBURSEMENT	\$ 200.00
7/02/2020	117861	CONSTRUCTION TRAINING FUND	BCTF LEVY	\$ 1,591.75
27/02/2020	117903	DANNY TURNER	REFUND OF ANIMAL TRAP BOND	\$ 100.00
19/02/2020	117883	DEPARTMENT OF COMMERCE	TRAINING SERVICES	\$ 973.00
28/02/2020	117920	DEPARTMENT OF COMMERCE	TRAINING SERVICES	\$ 119.00
12/02/2020	117877	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	\$ 326.00
27/02/2020	117901	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	\$ 327.00
27/02/2020	117907	DIABETES WA	REFUND CANCELLED BOOKING	\$ 61.50
28/02/2020	117917	DL MICHAELS	REFUND OF RATE OVERPAYMENT	\$ 792.00
7/02/2020	117860	DMIRS	BUILDING SERVICES LEVY	\$ 15,287.36
28/02/2020	117918	DUNSBOROUGH PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	\$ 54.40
11/02/2020	117870	FE & AA HEAD	REFUND OF RATE OVERPAYMENT	\$ 729.50
21/02/2020	117894	FRED ROSE EXCAVATOR HIRE	EARTHMOVING - WASTE FACILITY & ROADWORKS	\$ 17,968.50
28/02/2020	117919	GEOFFREY DUGGAN	REFUND OF HALL & KEY DEPOSITS	\$ 200.00
27/02/2020	117902	GLYNIS PURKISS	REFUND OF ANIMAL TRAP BOND	\$ 100.00
28/02/2020	117915	GM & WF HARGREAVES	REFUND OF RATE OVERPAYMENT	\$ 750.00
27/02/2020	117897	INTERCULTURAL ACTION GROUP INC.	DONATION	\$ 800.00
27/02/2020	117906	J & L STEPHENSON	REFUND OF RATE OVERPAYMENT	\$ 312.57
28/02/2020	117916	JDR KIRSOP	REFUND OF RATE OVERPAYMENT	\$ 100.00
28/02/2020	117909	JODY DIXON	REFUND DOG REGISTRATION	\$ 100.00
11/02/2020	117868	KE RUSSELL & AK JOHNSON	REFUND OF RATE OVERPAYMENT	\$ 121.00
19/02/2020	117882	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	\$ 349.40
11/02/2020	117863	LAUREA MACFARLANE	REFUND OF HALL & KEY DEPOSITS	\$ 500.00
11/02/2020	117865	LUCIANA BROWNE	REFUND OF DA OVERPAYMENT	\$ 150.00
11/02/2020	117874	M MUDIYANSELAGE & D SAMARASINGHE	CROSSOVER SUBSIDY PAYMENT	\$ 310.20
11/02/2020	117864	MARCELLE LLEWELLYN HOLDINGS PTY LTD	REFUND OF HOLIDAY HOME REGISTRATION OVERPAYMENT	\$ 171.00
28/02/2020	117908	MARIE UREN	REFUND DOG REGISTRATION	\$ 75.00
27/02/2020	117899	MARY DONALD NOMINEES PTY LTD	REFUND OF RATE OVERPAYMENT	\$ 1,508.00
11/02/2020	117867	OFFICE OF STATE REVENUE	REFUND OF RATE OVERPAYMENT	\$ 1,560.30
27/02/2020	117905	OFFICE OF STATE REVENUE	REFUND OF RATE OVERPAYMENT	\$ 22.62
12/02/2020	117873	PAYMENT CANCELLED	PAYMENT CANCELLED	\$ -
14/02/2020	117879	PAYMENT VOID	PAYMENT VOID	\$ -
21/02/2020	117886	PAYMENT VOID	PAYMENT VOID	\$ -
11/02/2020	117869	PM HOWE	REFUND OF RATE OVERPAYMENT	\$ 121.00
27/02/2020	117900	SOUTH WEST TAEKWONDO	REFUND OF HALL & KEY DEPOSITS	\$ 300.00
6/02/2020	117859	SYNERGY	ELECTRICITY SUPPLIES	\$ 7,521.92
14/02/2020	117878	SYNERGY	ELECTRICITY SUPPLIES	\$ 98,407.00
21/02/2020	117885	SYNERGY	ELECTRICITY SUPPLIES	\$ 42,921.26
14/02/2020	117880	TELSTRA CORPORATION	COMMUNICATION SERVICES	\$ 8,738.03
21/02/2020	117890	TELSTRA CORPORATION	COMMUNICATION SERVICES	\$ 9,341.78
28/02/2020	117912	TUART HOUSE COMMUNICARE	DONATION	\$ 500.00
27/02/2020	117898	WA ROVER OWNERS CLUB SW BRANCH	DONATION	\$ 400.00
21/02/2020	117884	WA STRATA MANAGEMENT	STRATA LEVY FEES & WATER CONSUMPTION	\$ 475.65
27/02/2020	117904	WA'S INDIVIDUALISED SERVICES	REFUND OF HALL & KEY DEPOSITS	\$ 200.00
21/02/2020	117891	WATER CORPORATION	WATER SERVICES	\$ 13,770.97
				\$ 270,015.77

EFT PAYMENTS FEBRUARY 2020				
DATE	REF#	NAME	DESCRIPTION	AMOUNT
14/02/2020	69758	3E CONSULTING ENGINEERS PTY LTD	CONSULTANCY SERVICES	\$ 3,080.00
14/02/2020	69797	AAA WELDING AND FABRICATION SERVICES	WELDING AND FABRICATION SERVICES	\$ 847.00

DATE	REF#	NAME	DESCRIPTION	AMOUNT
26/02/2020	70042	AC FORSTER & SON	PLUMBING SERVICES	\$ 1,317.35
26/02/2020	69918	ACCENDO AUSTRALIA PTY LTD	ENVIRONMENTAL CONSULTANCY SERVICES	\$ 8,924.96
21/02/2020	69815	ACTIV FOUNDATION INC	MAINTENANCE SERVICES	\$ 74,515.12
26/02/2020	69847	ACURIX NETWORKS	INTERNET WIFI ACCESS	\$ 3,330.80
26/02/2020	69977	ADAM DAVEY CONSULTING	TURF CONSULTANT	\$ 3,186.29
26/02/2020	69978	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS	\$ 322.96
26/02/2020	69941	ADVANCED SEALING TRUST	MAINTENANCE SERVICES	\$ 2,961.65
26/02/2020	69954	ADVISIAN PTY LTD	ENGINEERING SERVICES	\$ 24,417.80
26/02/2020	69965	AERODROME MANAGEMENT SERVICES PTY LTD	AIR SERVICES	\$ 4,303.72
26/02/2020	70114	AIRPORT LIGHTING SPECIALISTS	ELECTRICAL SERVICES	\$ 496.10
26/02/2020	69914	AL FORNO	CATERING	\$ 1,372.00
14/02/2020	69772	ALASTAIR TAYLOR	ART SALES	\$ 37.80
14/02/2020	69774	ALINTA ENERGY	GAS SUPPLY	\$ 105.85
26/02/2020	69858	ALL 4X4 SERVICES	VEHICLE MAINTENANCE SERVICES	\$ 980.25
14/02/2020	69761	ALL WEST BUILDING APPROVALS PTY LTD	BUILDING APPLICATION ASSESSMENTS	\$ 385.00
26/02/2020	70154	ALLOY & STAINLESS PRODUCTS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	\$ 535.02
26/02/2020	69972	AMD AUDIT & ASSURANCE PTY LTD	ACCOUNTANCY SERVICES	\$ 3,465.00
26/02/2020	70094	AMITY SIGNS	SIGNAGE SERVICES	\$ 35.20
26/02/2020	69909	ANDREW PLEDGER	FRIDGE DE GASSING	\$ 2,015.20
26/02/2020	69912	ANTENNA TECH	ANTENNA REPAIRER	\$ 110.00
26/02/2020	69831	AR PLUMBING & GAS SERVICE	PLUMBING SERVICES	\$ 1,095.60
26/02/2020	69834	ARBOR GUY	TREE MAINTENANCE SERVICES	\$ 29,785.80
26/02/2020	70136	ART ON THE MOVE	SUBSCRIPTIONS	\$ 250.00
26/02/2020	70160	ASCENT ENGINEERING PTY LTD	ENGINEERING SERVICES	\$ 10,653.50
26/02/2020	69852	AUSQ TRAINING	TRAINING SERVICES	\$ 1,532.00
26/02/2020	70072	AUSTRALIA POST	POSTAL SERVICE	\$ 3,224.91
26/02/2020	69910	AUSTRALIAN INSTITUTE OF MANAGEMENT	MEMBERSHIP	\$ 224.00
13/02/2020	69745	AUSTRALIAN SERVICES UNION	UNION FEES	\$ 25.90
27/02/2020	70174	AUSTRALIAN SERVICES UNION	UNION FEES	\$ 25.90
13/02/2020	69744	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	\$ 247,501.00
27/02/2020	70173	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	\$ 240,895.00
26/02/2020	70126	AUTO ONE	PLANT PURCHASES / SERVICES / PARTS	\$ 4,332.66
26/02/2020	70113	AUTOMOTIVE DATA SERVICES P/L	SUBSCRIPTION - RED BOOK	\$ 765.00
26/02/2020	69837	AVIATION PROJECTS PTY LTD	CONSULTANCY SERVICES	\$ 3,300.00
26/02/2020	70120	AVIS SOUTHWEST RENTALS	VEHICLE RENTAL SERVICES	\$ 3,021.59
26/02/2020	69867	AZILITY	IT SOFTWARE	\$ 1,977.80
26/02/2020	70092	B & B STREET SWEEPING	STREET SWEEPING SERVICE	\$ 32,920.39
26/02/2020	70029	B & R MATTHEWS	BITP REFUND	\$ 62.00
26/02/2020	69989	BAKED BUSSELTON	BAKERY CATERING	\$ 1,355.65
26/02/2020	69996	BAREFOOT BOOKS	LIBRARY RESOURCES	\$ 491.34
26/02/2020	69900	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES	\$ 16,566.01
26/02/2020	70151	BAY CABINETS	FURNITURE PRODUCT SUPPLIER	\$ 77.00
26/02/2020	70080	BAY SIGNS	SIGNAGE SERVICES	\$ 3,410.35
26/02/2020	69939	BAYTHE LINEN AND LAUNDRY	SUPPLY OF CLEAN LINEN	\$ 1,064.98
14/02/2020	69769	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE - VARIOUS WORKS	\$ 1,875.50
26/02/2020	69873	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE - VARIOUS WORKS	\$ 2,624.82
14/02/2020	69771	BCP CONTRACTORS PTY LTD	EARTHWORKS	\$ 136,327.32
26/02/2020	69875	BCP LIQUID WASTE	LIQUID WASTE SERVICES	\$ 1,093.12
26/02/2020	69874	BCP MATERIALS PTY LTD	SAND SUPPLIES	\$ 593.81
26/02/2020	70017	BCS AIRPORT SYSTEMS PTY LTD	BAGGAGE HANDLING SYSTEMS	\$ 183,001.83
26/02/2020	70166	BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	\$ 260.00
26/02/2020	70036	BELL FIRE EQUIPMENT CO	FIRE EQUIPMENT SUPPLIER	\$ 819.50
26/02/2020	69950	BELLROCK CLEANING SERVICES PTY LTD	CLEANING SERVICES	\$ 31,554.60
14/02/2020	69770	BINDI NUTRITION PTY LTD	ENERGY AND NUTRITION PRODUCTS	\$ 238.89
26/02/2020	70007	BIOMAX PTY LTD	WASTE WATER TREATMENT TANK	\$ 3,960.00
26/02/2020	70077	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	\$ 1,404.47
14/02/2020	69796	BLUE CHILD COLLECTIVE PTY LTD	LIVE MUSIC	\$ 2,365.00
26/02/2020	69962	BLUE HORIZON PLUMBING & GAS	PLUMBING AND GAS SERVICES	\$ 391.71
26/02/2020	70038	BOC GASES AUSTRALIA LTD	GAS SERVICES	\$ 299.27
21/02/2020	69814	BRIAN EDWARD INGRAM	CARPENTRY SERVICES	\$ 3,750.00
28/02/2020	70194	BRIAN EDWARD INGRAM	CARPENTRY SERVICES	\$ 3,750.00
26/02/2020	69845	BRIDGESTONE	TYRE SERVICES	\$ 1,323.63
26/02/2020	70158	BROADWATER BRICK PAVING	PAVING SERVICES	\$ 660.00
14/02/2020	69762	BRUCE WOOD	STAFF REIMBURSEMENT	\$ 53.00
14/02/2020	69800	BSEWA	ELECTRICAL SERVICES	\$ 9,024.44
26/02/2020	70097	BSEWA	ELECTRICAL SERVICES	\$ 1,910.17
26/02/2020	70052	BUCHER MUNICIPAL PTY LTD	ENGINEERING - PLANT SPARES & SERVICING	\$ 1,008.24
26/02/2020	70108	BULLIVANTS PTY LTD	WORKSHOP EQUIPMENT SUPPLIER	\$ 1,508.86
26/02/2020	70119	BUNBURY HIAB AND TILTRAY (HOTMAC GOLD PTY LTD T/AS)	TILT TRAY SERVICES	\$ 748.00
26/02/2020	69840	BUNBURY SUBARU	VEHICLE PURCHASES / SERVICES / PARTS	\$ 41,650.00
26/02/2020	69827	BUNBURY TRUCKS	PLANT PURCHASES / SERVICES / PARTS	\$ 36.98
26/02/2020	70099	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	\$ 4,882.72
26/02/2020	70134	BURKE AIR	AIR CONDITIONING SERVICES	\$ 10,346.09
26/02/2020	69915	BUSSELTON AGRICULTURAL SERVICES (WA) PTY LTD	RURAL SUPPLIES	\$ 3,685.50
26/02/2020	69836	BUSSELTON ALLSPORTS INC T/A BUSSELTON JETTY SWIM	JETTY SWIM 2016	\$ 444.00
6/02/2020	69731	BUSSELTON AND SUGITO SISTER CITIES ASSOCIATION	ANNUAL BASSCA TRANSFER	\$ 4,500.00
26/02/2020	69901	BUSSELTON AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	\$ 782.02
28/02/2020	70183	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	\$ 3,965.70
26/02/2020	70101	BUSSELTON BITUMEN SERVICE	EARTHMOVING SERVICES	\$ 4,033.70
26/02/2020	70089	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	\$ 2,573.74
28/02/2020	70192	BUSSELTON DUNSBOROUGH MAIL	ADVERTISING SERVICES	\$ 5,641.42
28/02/2020	70180	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	\$ 1,375.70
28/02/2020	70187	BUSSELTON MOTORCYCLES	VEHICLE PARTS	\$ 15,020.00
26/02/2020	70068	BUSSELTON MOTORS (MITSUBISHI/MAZDA)	VEHICLE PURCHASES / SERVICES / PARTS	\$ 1,925.48
26/02/2020	70084	BUSSELTON MULTI SERVICE	ENGRAVING SERVICES	\$ 187.00
26/02/2020	70082	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	\$ 29,782.06
26/02/2020	70062	BUSSELTON RETRAVISION	ELECTRICAL SERVICES	\$ 98.00
26/02/2020	69931	BUSSELTON REWINDS	PLANT PURCHASES/SERVICES / PARTS	\$ 43.78
26/02/2020	69903	BUSSELTON STOCKFEEDS & PET SUPPLIES	ANIMAL SUPPLIES	\$ 62.00
26/02/2020	69911	BUSSELTON TOWING SERVICE	TOWING SERVICES	\$ 1,628.00
26/02/2020	70035	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	\$ 94,901.20
26/02/2020	70117	BUSSELTON WELDING SERVICES	WELDING SERVICES	\$ 1,540.00
26/02/2020	69848	BUZZ MARKETING	EVENT SPONSORSHIP	\$ 5,500.00

DATE	REF#	NAME	DESCRIPTION	AMOUNT
26/02/2020	69894	CALIBRE PROFESSIONAL SERVICES PTY LTD	ENGINEERING SERVICES	\$ 6,627.50
26/02/2020	69975	CAMPBELLS	GLC KIOSK PURCHASES	\$ 753.50
20/02/2020	69809	CANCELLED PAYMENT	COUNCIL & STAFF REFRESHMENTS	\$ -
26/02/2020	69849	CANCELLED PAYMENT	BEARING SUPPLIES	\$ -
26/02/2020	69999	CANCELLED PAYMENT	ADVERTISING SERVICES	\$ -
26/02/2020	70086	CANCELLED PAYMENT	CANCELLED PAYMENT	\$ -
26/02/2020	70123	CANCELLED PAYMENT	CANCELLED PAYMENT	\$ -
26/02/2020	70128	CANCELLED PAYMENT	CANCELLED PAYMENT	\$ -
28/02/2020	70195	CANCELLED PAYMENT	PERFORMING ARTS EXCHANGE	\$ -
26/02/2020	69922	CAPE ABILITIES	DISABILITY EQUIPMENT	\$ 495.00
21/02/2020	69812	CAPE AUTOMATION	BOOM GATE ACCESS CONTROL	\$ 115.00
26/02/2020	70000	CAPE CELLARS BUSSELTON	REFRESHMENTS	\$ 270.00
26/02/2020	70162	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	\$ 148.90
26/02/2020	70156	CAPE RURAL CONTRACTING	FIRE CONTROL SERVICES	\$ 396.00
26/02/2020	70116	CARBONE BROS PTY LTD	LIMESTONE SUPPLIES / CARTAGE SERVICES	\$ 11,219.56
26/02/2020	69943	CASA STUDIO	LOWER RECEPTION DESK	\$ 2,624.00
14/02/2020	69766	CASTLEVIEW HOLDINGS PTY LTD	ART SALES	\$ 90.30
26/02/2020	69987	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	\$ 18,361.37
26/02/2020	70087	CCH AUSTRALIA LIMITED	SUBSCRIPTION-TAX GUIDE	\$ 185.00
26/02/2020	69983	CHOICECHEM	BITUMEN REMOVER	\$ 675.68
14/02/2020	69790	CHRISA DESIGNS	ART SALES	\$ 66.50
14/02/2020	69776	CHRISTINE SEATORY	ART SALES	\$ 136.50
26/02/2020	70109	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	\$ 1,917.30
6/02/2020	69735	CITY AND REGIONAL FUELS	FUEL SERVICES	\$ 3,777.63
13/02/2020	69742	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	\$ 4,102.18
27/02/2020	70171	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	\$ 4,022.18
13/02/2020	69748	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	\$ 228.00
27/02/2020	70177	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	\$ 228.00
26/02/2020	70039	CJD EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	\$ 2,438.55
26/02/2020	70122	CLEANAWAY	WASTE MANAGEMENT SERVICES	\$ 116,871.28
26/02/2020	69916	CLEANAWAY CO PTY LTD	CHEMICAL DISPOSAL SERVICES	\$ 4,596.85
26/02/2020	70061	CLEANAWAY EQUIPMENT SERVICES	MAINTENANCE PARTS WASHER	\$ 947.10
26/02/2020	69920	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	\$ 21,407.05
14/02/2020	69787	CLINTON LONG PROJECT MANAGEMENT PTY LTD	HERITAGE RESTORATION SPECIALIST	\$ 26,538.19
26/02/2020	69881	CLOUTZ EVENT HIRE	ENTERTAINMENT	\$ 205.00
26/02/2020	70135	COCA COLA - AMATIL PTY LTD	GLC KIOSK PURCHASES	\$ 534.75
6/02/2020	69732	COLES	COUNCIL & STAFF REFRESHMENTS	\$ 77.04
14/02/2020	69801	COLES	COUNCIL & STAFF REFRESHMENTS	\$ 762.51
26/02/2020	70111	COLES	COUNCIL & STAFF REFRESHMENTS	\$ 1,049.28
28/02/2020	70201	COLES	COUNCIL & STAFF REFRESHMENTS	\$ 603.01
26/02/2020	69883	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	\$ 1,317.19
14/02/2020	69799	COMMERCIAL CLEANING EQUIPMENT	CLEANING EQUIPMENT SUPPLIER	\$ 1,383.90
26/02/2020	70040	COMMERCIAL CLEANING EQUIPMENT	CLEANING EQUIPMENT SUPPLIER	\$ 159.95
26/02/2020	69953	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER	\$ 871.75
6/02/2020	69727	CONETIX PTY LTD	WEB HOSTING SERVICES	\$ 480.00
26/02/2020	70142	CORA BIKE RACK PTY LTD	BIKE RACK SERVICES & SUPPLY	\$ 2,750.00
14/02/2020	69775	CORSIGN WA PTY LTD	SIGNAGE AND TRAFFIC ACCESSORIES	\$ 1,456.40
26/02/2020	69917	CORSIGN WA PTY LTD	SIGNAGE AND TRAFFIC ACCESSORIES	\$ 6,284.30
6/02/2020	69711	CR. G HENLEY	COUNCILLOR PAYMENT	\$ 10,622.75
14/02/2020	69753	CR. G HENLEY	COUNCILLOR PAYMENT	\$ 706.70
6/02/2020	69722	CR. J BARRETT-LENNARD	COUNCILLOR PAYMENT	\$ 2,829.81
14/02/2020	69793	CR. J BARRETT-LENNARD	COUNCILLOR PAYMENT	\$ 993.79
6/02/2020	69719	CR. K HICK	COUNCILLOR PAYMENT	\$ 4,526.51
14/02/2020	69781	CR. K HICK	COUNCILLOR PAYMENT	\$ 317.19
6/02/2020	69723	CR. KATHERINE COX	COUNCILLOR PAYMENTS	\$ 2,829.81
14/02/2020	69794	CR. KATHERINE COX	COUNCILLOR PAYMENTS	\$ 1,008.90
26/02/2020	70009	CR. KATHERINE COX	COUNCILLOR PAYMENTS	\$ 80.00
6/02/2020	69718	CR. L MILES	COUNCILLOR PAYMENT	\$ 2,829.81
14/02/2020	69780	CR. L MILES	COUNCILLOR PAYMENT	\$ 114.65
6/02/2020	69716	CR. P CARTER	COUNCILLOR PAYMENT	\$ 2,829.81
6/02/2020	69724	CR. P CRONIN	COUNCILLOR PAYMENTS	\$ 2,829.81
26/02/2020	70013	CR. P CRONIN	COUNCILLOR PAYMENTS	\$ 80.00
6/02/2020	69715	CR. R PAINE	COUNCILLOR PAYMENT	\$ 2,829.81
26/02/2020	69698	CR. R PAINE	COUNCILLOR PAYMENT	\$ 80.00
6/02/2020	69721	CR. SUSAN RICCELLI	COUNCILLOR PAYMENT	\$ 2,829.81
26/02/2020	69857	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES	\$ 13,102.13
26/02/2020	70102	CRIVEN FOODS BUNBURY	GLC KIOSK PURCHASES	\$ 151.86
26/02/2020	69889	CREATIVE EIGHT STUDIO	DESIGN SERVICES	\$ 2,400.00
26/02/2020	70133	CROSS SECURITY SERVICES	SECURITY SERVICES	\$ 6,290.00
26/02/2020	69990	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS	\$ 2,027.50
13/02/2020	69743	CSDA EMPLOYERS EFT	DHS CENTRELINK PROGRAM PAYMENTS	\$ 140.11
27/02/2020	70172	CSDA EMPLOYERS EFT	DHS CENTRELINK PROGRAM PAYMENTS	\$ 166.81
26/02/2020	69876	D MCKENZIE T/A LITORIA ECOSERVICES	CONSULTANCY SERVICES	\$ 5,340.50
26/02/2020	70106	DAVID MILDWATERS ELECTRICAL	ELECTRICAL MAINTENANCE SERVICES	\$ 8,719.80
14/02/2020	69791	DAVID NATHAN	ART SALES	\$ 84.00
14/02/2020	69759	DEB HOLDEN	STAFF REIMBURSEMENT	\$ 48.07
26/02/2020	70095	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	FIRE AND EMERGENCY SERVICES	\$ 1,840.00
26/02/2020	69870	DEPARTMENT OF HUMAN SERVICES	CHARGES FOR CENTREPAY FACILITY	\$ 131.67
28/02/2020	70190	DEPARTMENT OF JUSTICE	BOND REFUND	\$ 500.00
10/02/2020	69738	DEPARTMENT OF PLANNING	DEVELOPMENT ASSESSMENT PANEL PAYMENT	\$ 10,486.00
26/02/2020	69908	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	SCOUT HALL RELOCATION	\$ 2,180.40
28/02/2020	70179	DEPARTMENT OF PREMIER & CABINET STATE LAW PUBLISHER	LEGAL PUBLICATIONS	\$ 105.70
26/02/2020	69839	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	\$ 9,621.10
21/02/2020	69813	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	ENVIRONMENTAL SERVICES	\$ 3,245.00
13/02/2020	69747	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	\$ 1,265.43
27/02/2020	70176	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	\$ 1,265.43
26/02/2020	70032	DES HAYES	BITP REFUND	\$ 62.00
28/02/2020	70191	DHARMAPALA KADAMPA MEDITATION CENTRE	BOND REFUND	\$ 132.00
26/02/2020	69985	DHI WATER AND ENVIRONMENT PTY LTD	SOFTWARE PACKAGE LICENCE	\$ 6,982.80
26/02/2020	69997	DIVERSECO PTY LTD	EQUIPMENT SUPPLY AND MAINTENANCE	\$ 1,446.45
26/02/2020	70018	DOLPHIN DISCOVERY CENTRE	TOURISM SERVICES	\$ 325.00
26/02/2020	70153	DOOR HARDWARE SOLUTIONS	HARDWARE SUPPLIES	\$ 34.32
28/02/2020	70182	DOROTHY SADDLETON	ART SALES	\$ 60.20

DATE	REF#	NAME	DESCRIPTION	AMOUNT
26/02/2020	69948	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS GLC CAFÉ	\$ 2,882.53
26/02/2020	69907	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	\$ 3,608.55
26/02/2020	70027	DOWN SOUTH WHOLESALE	CONSUMABLES FOR BJTP	\$ 85.80
26/02/2020	70050	DUCHES MEDICAL PRACTICE	MEDICAL SERVICES	\$ 136.25
26/02/2020	70070	DUNSBOROUGH BOBCAT SERVICE	EARTHMOVING - BOBCAT HIRE	\$ 15,070.00
26/02/2020	69823	DUNSBOROUGH FOOTBALL CLUB	LOAN ADVANCE	\$ 10,000.00
26/02/2020	69869	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	\$ 230.35
26/02/2020	70118	DUNSBOROUGH RURAL SUPPLIES	RURAL SUPPLIES	\$ 20.00
26/02/2020	70085	E & M J ROSHER PTY LTD	VEHICLE PARTS	\$ 2,152.23
26/02/2020	69866	EAGLE BAY COMMUNITY HALL ASSOCIATION INC	VENUE HIRE	\$ 50.00
26/02/2020	69993	ECODEGE ENVIRONMENTAL SERVICES	FLORA AND VEGETATION ASSESSMENT	\$ 4,360.68
26/02/2020	70037	ECOSYSTEMS SOLUTIONS	CONSULTANCY SERVICES	\$ 2,200.00
26/02/2020	70121	EDUCATIONAL ART SUPPLIES	ART EQUIPMENT SUPPLIES	\$ 169.79
26/02/2020	69964	EIS CONTROL	ELECTRICAL SERVICES	\$ 280.50
14/02/2020	69778	ELAMOORE NATURAL SOAPS & COSMETICS PTY LTD	ART SALES	\$ 59.15
14/02/2020	69789	ELECTRICAL HOME AIDS PTY LIMITED	ELECTRICAL GOODS	\$ 1,198.00
26/02/2020	69816	ELLIOTS IRRIGATION PTY LTD	IRRIGATION SERVICES	\$ 838.20
26/02/2020	69955	EMBROIDME PERTH CBD	DECORATED UNIFORMS AND PROMOTIONAL ITEMS	\$ 4,397.80
26/02/2020	69854	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	\$ 3,333.43
26/02/2020	70081	ESRI AUSTRALIA	SOFTWARE SERVICES	\$ 2,123.00
26/02/2020	69887	EVERETT'S HOME AND YARD MAINTENANCE	MAINTENANCE SERVICES	\$ 5,050.00
14/02/2020	69795	EXTENT HERITAGE ADVISORS	HERITAGE ADVISORY SERVICES	\$ 3,256.00
26/02/2020	70145	FATHER AND SON REMOVALS	REMOVALIST SERVICES	\$ 220.00
26/02/2020	70043	FENNESSY'S	VEHICLE PURCHASES / SERVICES / PARTS	\$ 36,394.92
26/02/2020	70012	FITNESS SOLUTIONS WA	FITNESS EQUIPMENT SERVICE AND REPAIR	\$ 1,950.00
26/02/2020	69856	FOUR POINTS BY SHERATON	ACCOMMODATION	\$ 356.00
26/02/2020	70150	FPA AUSTRALIA	TRAINING SERVICES	\$ 1,580.00
26/02/2020	69940	FRESH AS	MILK AND DAIRY SUPPLIES	\$ 298.15
26/02/2020	69897	FRONTLINE FIRE & RESCUE EQUIPMENT	EMERGENCY RESPONSE EQUIPMENT	\$ 12,953.60
26/02/2020	70044	FTE ENGINEERING	MAINTENANCE SERVICES	\$ 176.00
26/02/2020	69930	FYFE PTY LTD	CONTAMINATED LAND AUDITOR SERVICES	\$ 1,870.00
26/02/2020	69958	GALAXY 42 PTY LTD	SOFTWARE CONSULTANCY	\$ 4,467.36
26/02/2020	69973	GALLERIES WEST INC	CONSULTANCY	\$ 250.00
26/02/2020	70067	GALVINS PLUMBING PLUS	PLUMBING SUPPLIES	\$ 856.48
26/02/2020	70138	GANNAWAYS CHARTER AND TOURS	BUS HIRE SERVICE	\$ 2,480.00
26/02/2020	69933	GEOBOX PTY LTD	VEHICLE CAMERAS	\$ 1,966.80
26/02/2020	69919	GEOGRAPHE COMMUNITY LANDCARE NURSERY	NURSERY SUPPLIES	\$ 5,395.00
26/02/2020	70143	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	\$ 6,554.00
26/02/2020	70045	GEOGRAPHE TIMBER & HARDWARE	HARDWARE SUPPLIES	\$ 2,344.35
6/02/2020	69734	GHD PTY LTD	CONSULTANCY SERVICES	\$ 21,840.61
26/02/2020	70132	GLOBE SIGN CO.	SIGNAGE SERVICES	\$ 242.00
26/02/2020	69821	GOOD GUYS BUSSELTON	ELECTRICAL SUPPLIES	\$ 148.00
13/02/2020	69739	GR & LC CHRISTIAN	RENTAL LEASE AGREEMENT	\$ 1,240.00
27/02/2020	70168	GR & LC CHRISTIAN	RENTAL LEASE AGREEMENT	\$ 1,240.00
26/02/2020	69862	GRACE RECORDS MANAGEMENT (AUSTRALIA) PTY LTD	STORAGE SERVICES	\$ 2,243.25
26/02/2020	70030	GRAHAM HUTTON	RATE REFUND	\$ 1,248.17
26/02/2020	70140	GRASSIAS TURF MANAGEMENT	CRICKET PITCH MANAGEMENT SERVICES	\$ 3,900.00
26/02/2020	69913	GUARDIAN FIRST AID & FIRE	SAFETY SUPPLIES	\$ 385.00
26/02/2020	70055	HANSON CONST. MATERIALS PTY LTD	CONCRETE SERVICES	\$ 12,844.92
26/02/2020	70004	HARGREAVES DESIGN GROUP	DESIGN SERVICES	\$ 19,464.00
26/02/2020	69969	HEATHER STARR	KIDS YOGA AT NCC	\$ 200.00
14/02/2020	69802	HERBERT SMITH FREEHILLS	LEGAL SERVICES	\$ 38,836.95
26/02/2020	70163	HIP POCKET WORK WEAR AND SAFETY	UNIFORMS & PROTECTIVE CLOTHING	\$ 1,290.75
26/02/2020	70022	HOBART INTERNATIONAL AIRPORT PTY LTD	BEAM SEATING	\$ 17,500.00
26/02/2020	69979	ILLION AUSTRALIA PTY LTD	TENDER ADVERTISING AND MANAGEMENT	\$ 420.30
6/02/2020	69733	INNOVEST CONSTRUCTION	CONSTRUCTION SERVICES	\$ 36,442.15
28/02/2020	70200	IPWEA (INSTITUTE OF PUBLIC WORKS ENGINEERING)	TRAINING SERVICES	\$ 869.00
26/02/2020	70107	IPWEA-WA	TRAINING SERVICES	\$ 1,350.00
28/02/2020	70184	IRONMAN AUSTRALIA	EVENT SERVICES	\$ 500.00
26/02/2020	70078	IT VISION AUSTRALIA PTY LTD	SOFTWARE SERVICES	\$ 6,050.00
26/02/2020	69877	IWEIGH SOLUTIONS PTY LTD	WASTE MANAGEMENT SOFTWARE	\$ 2,420.00
28/02/2020	70189	J & T THORNTON	BJTP REFUND	\$ 62.00
26/02/2020	69838	JANE HARDY	ARTGEO WORKSHOP	\$ 1,000.00
26/02/2020	70014	JASCO AIRPORT SERVICES	AIRPORT CONSULTANCY SERVICES	\$ 5,000.00
26/02/2020	70047	JASON SIGNMAKERS	SIGNAGE SUPPLIES	\$ 1,740.75
26/02/2020	70031	JEAN MOTT	RATE REFUND	\$ 608.06
14/02/2020	69777	JENNIFER BROWN	ART SALES	\$ 47.20
26/02/2020	69826	JICSAW SIGNS & PRINT	SIGNAGE SERVICES	\$ 3,524.99
26/02/2020	69872	JIMS FIRST	HARDWARE SUPPLIES	\$ 390.70
28/02/2020	70196	JOHN FOUNTAIN	GLC MEMBERSHIP REFUND	\$ 686.00
14/02/2020	69788	JULIE GUTHRIDGE	ART SALES	\$ 33.55
6/02/2020	69717	KATE WESTERN	STAFF REIMBURSEMENT	\$ 36.75
26/02/2020	70049	KD POWER & CO	MAINTENANCE SERVICES	\$ 2,828.04
14/02/2020	69785	KENT LYON ARCHITECT	DESIGN SERVICES	\$ 9,009.00
6/02/2020	69728	KENT RELOCATION GROUP PTY LTD	FREIGHT SERVICES	\$ 9,845.00
14/02/2020	69779	KITCHEN TAKEOVERS	CATERING	\$ 580.80
26/02/2020	69938	KITCHEN TAKEOVERS	CATERING	\$ 16.00
28/02/2020	70188	KITCHEN TAKEOVERS	CATERING	\$ 1,294.10
26/02/2020	70098	KLEENHEAT GAS	GAS SERVICES	\$ 366.87
26/02/2020	69879	KLEENHEAT NATURAL GAS	KOOKABURRA NATURAL GAS	\$ 1,730.45
26/02/2020	69968	KMART BUSSELTON	GAMES AND PRIZES FOR VACATION CARE	\$ 136.50
14/02/2020	69782	KOMPAN PLAYSCAPE	PLAYGROUND EQUIPMENT SUPPLY	\$ 1,298.00
26/02/2020	70059	KONNECT	MAINTENANCE SUPPLIES	\$ 522.50
14/02/2020	69798	KYM COLLETT	BOND REFUND	\$ 100.00
26/02/2020	70063	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	\$ 464.41
26/02/2020	70054	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	\$ 471.60
26/02/2020	69841	LANDSAVE ORGANICS	LANDSCAPING SERVICE	\$ 6,160.00
26/02/2020	69974	LANDSCAPE AND MAINTENANCE SOLUTIONS PTY LTD	LANDSCAPING SERVICES	\$ 9,871.40
26/02/2020	70091	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	\$ 4,804.58
26/02/2020	70147	LD TOTAL	LANDSCAPING SERVICES	\$ 9,933.00
26/02/2020	70025	LEEDERVILLE CAMERAS	CAMERA EQUIPMENT	\$ 858.95
14/02/2020	69756	LEEUWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES	\$ 721,450.35
26/02/2020	69824	LEEUWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES	\$ 16,706.36





DATE	REF#	NAME	DESCRIPTION	AMOUNT
26/02/2020	70139	LEEUWIN TRANSPORT	COURIER SERVICES	\$ 1,080.61
26/02/2020	69871	LG CONNECT PTY LTD	TECHNICAL CONSULTING	\$ 14,475.45
26/02/2020	69822	LGIS RISK MANAGEMENT	INSURANCE SERVICES	\$ 3,696.00
26/02/2020	70028	LIAM HEARNE	BJTP REFUND	\$ 124.00
26/02/2020	69981	LIFE READY PHYSIO & PILATES BUSSELTON	MUSCULOSKELETAL FUNCTIONAL CAPACITY	\$ 148.50
28/02/2020	70181	LINDA KUSAL	STAFF REIMBURSEMENT	\$ 73.50
26/02/2020	69967	LINE-X BUNBURY	PROTECTIVE COATINGS FOR EQUIPMENT	\$ 19,383.10
13/02/2020	69746	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	\$ 348.50
27/02/2020	70175	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	\$ 348.50
26/02/2020	70019	LOCK AROUND THE CLOCK	SECURITY SERVICES	\$ 1,548.90
26/02/2020	69890	LOTIX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	\$ 723.36
26/02/2020	70104	M & B SALES	HARDWARE SERVICES	\$ 132.76
26/02/2020	70051	MALATESTA ROAD PAVING & HOTMIX	ROAD HOTMIX / PAVING SERVICES	\$ 106,246.58
6/02/2020	69730	MARGARET BLIGH	BOND REFUND	\$ 100.00
26/02/2020	69884	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	CLEANING & CRUISE SHIP ENTERTAINMENT	\$ 3,500.17
26/02/2020	69861	MARGARET RIVER FENCING	MAINTENANCE SERVICES	\$ 8,390.80
26/02/2020	69888	MARKETFORCE PTY LTD	ADVERTISING SERVICES	\$ 3,552.15
14/02/2020	69765	MATTHEW SHARP	ART SALES	\$ 84.00
14/02/2020	69804	MCGREGOR WJ & J	MANAGEMENT BUSSELTON JETTY TOURIST PARK	\$ 43,559.85
26/02/2020	69851	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	\$ 132.33
26/02/2020	70002	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	\$ 1,014.69
14/02/2020	69754	MEREDITH DIXON	STAFF REIMBURSEMENT	\$ 208.00
26/02/2020	69923	MH & JL HIGGINS BUILDING CONTRACTORS	GENERAL BUILDING SERVICES	\$ 4,840.00
26/02/2020	70001	MILLMAN TENNIS	TENNIS COACHING	\$ 210.00
26/02/2020	70159	MJB INDUSTRIES PTY LTD	DRAINAGE SUPPLIES	\$ 22,387.20
26/02/2020	69906	MOORE STEPHENS WA PTY LTD	TEMPLATE SERVICES	\$ 2,475.00
26/02/2020	70041	MP ROGERS & ASSOCIATES PTY LTD	CONSULTANCY SERVICES	\$ 1,862.76
26/02/2020	70015	MULE CREATIVE	VIDEOGRAPHY AND GRAPHIC DESIGN	\$ 4,950.00
26/02/2020	69949	MURDOCH UNIVERSITY	RESEARCH SERVICES	\$ 15,343.90
6/02/2020	69729	MURRAY JOHNSON	BOND REFUND	\$ 100.00
14/02/2020	69767	NALDA HOSKINS	ART SALES	\$ 49.50
26/02/2020	69835	NAOMI SEARLE	STAFF REIMBURSEMENT	\$ 90.00
26/02/2020	69860	NATIONAL PEN	PROMOTIONAL ITEMS	\$ 1,935.30
26/02/2020	69960	NATURALISTE FABRICATION & CUSTOMS	METAL FABRICATION	\$ 2,783.00
26/02/2020	69878	NATURALISTE GLASS PTY LTD	GLASS REPAIRS AND MANUFACTURE	\$ 303.00
26/02/2020	69896	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	\$ 220.00
26/02/2020	69992	NETSTAR AUSTRALIA PTY LTD	GPS TELEMATICS	\$ 129.80
26/02/2020	70165	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILITY	\$ 104.10
26/02/2020	70053	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	\$ 490.14
28/02/2020	70197	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	\$ 115,390.00
26/02/2020	69976	NORMAN DISNEY & YOUNG	ENGINEERING CONSULTANCY SERVICES	\$ 8,140.00
28/02/2020	70193	NYOONGAR WELLBEING & SPORTS ABORIGINAL CORP	BOND REFUND	\$ 200.00
6/02/2020	69714	OCEAN AIR CARPET CARE	CLEANING SERVICES	\$ 48,426.40
19/02/2020	69806	OCEAN AIR CARPET CARE	CLEANING SERVICES	\$ 23,889.80
28/02/2020	70186	OCEAN AIR CARPET CARE	CLEANING SERVICES	\$ 61,797.45
26/02/2020	69864	OCEANIC RURAL	RURAL SERVICES	\$ 104.50
26/02/2020	69945	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	\$ 130.46
26/02/2020	69966	ONSITE RENTAL GROUP PTY LTD	DRY HIRE	\$ 13,539.93
14/02/2020	69768	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	\$ 567.20
21/02/2020	69811	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	\$ 2,500.00
26/02/2020	69843	ORANA CINEMAS BUSSELTON	ADVERTISING SERVICES	\$ 630.00
26/02/2020	69998	OTTELIA ECOLOGY	ENVIRONMENTAL CONSULTANT	\$ 13,370.50
14/02/2020	69803	OWEN G ISBEL	ART SALES	\$ 326.40
26/02/2020	70141	P & M AUTOMOTIVE EQUIPMENT	MAINTENANCE SERVICES	\$ 338.25
14/02/2020	69783	PACK AND SEND	COURIER SERVICES	\$ 143.00
26/02/2020	69929	PASSMORE AUTOMOTIVE	VEHICLE MAINTENANCE SERVICES	\$ 323.20
14/02/2020	69792	PAUL SHERIDAN	STAFF REIMBURSEMENT	\$ 54.28
26/02/2020	70064	PENDREY AGENCIES P/L	CHEMICAL / RURAL SUPPLIES	\$ 6,349.75
26/02/2020	69980	PETER BRIGHTMAN	CARPENTRY SERVICES	\$ 1,892.00
14/02/2020	69763	PHASE 3 LANDSCAPE CONSTRUCTION PTY LTD	LANDSCAPING SERVICES	\$ 17,705.60
14/02/2020	69755	PHIL HOLLETT PHOTOGRAPHY	ART SALES	\$ 176.40
14/02/2020	69750	PHILIP BERRY	ART SALES	\$ 49.50
26/02/2020	69833	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	\$ 569.80
26/02/2020	70164	PHYSIO SOUTHWEST	MEDICAL SERVICES	\$ 2,304.00
6/02/2020	69725	PINDAN CONTRACTING PTY LTD	CONSTRUCTION SERVICES	\$ 392,045.65
6/02/2020	69720	PINDAN PTY LTD	TERMINATION OF CONTRACT FEES	\$ 127,873.20
26/02/2020	70034	PK COURIERS	COURIER SERVICES	\$ 294.80
26/02/2020	70005	POOL ROBOTIC PERTH	POOL CLEANER SALES AND REPAIR	\$ 39.94
26/02/2020	69982	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	\$ 419.00
26/02/2020	70075	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	\$ 161.70
26/02/2020	69885	PRIMARY LOGISTICS	MEELUP LITTER CONTROL	\$ 1,724.80
26/02/2020	69942	PRIME MEDIA GROUP LTD	ADVERTISING SERVICES	\$ 1,967.90
26/02/2020	69842	PRIME SUPPLIES	SAFETY EQUIPMENT	\$ 1,266.32
6/02/2020	69712	PRIME URBAN WA PTY LTD	LANDSCAPE IMPLEMENTATION BOND	\$ 17,326.00
19/02/2020	69805	PRIME URBAN WA PTY LTD	LANDSCAPE IMPLEMENTATION BOND	\$ 6,879.00
25/02/2020	70167	PRIME URBAN WA PTY LTD	LANDSCAPE IMPLEMENTATION BOND	\$ 219,718.00
26/02/2020	70065	PRINTSYNC BUSINESS SOLUTIONS	OFFICE EQUIPMENT SERVICES	\$ 126.50
26/02/2020	70020	PROFESSIONAL CABLING SERVICES	CABLING SERVICES	\$ 2,464.00
26/02/2020	70071	PRO-LINE KERBING	KERBING SERVICES	\$ 12,355.42
26/02/2020	69832	PUBLIC LIBRARIES WESTERN AUSTRALIA	LIBRARY RESOURCES	\$ 250.00
26/02/2020	70026	QUANTIFIED TREE RISK ASSESSMENT LIMITED	TREE RISK ASSESSMENT TRAINING	\$ 1,067.00
26/02/2020	69820	QUEST SOFTWARE INTERNATIONAL LIMITED	COMPUTER SOFTWARE SUPPLIER	\$ 3,942.80
26/02/2020	70056	RACO INTERNATIONAL PTY LTD	LIBRARY RESOURCES	\$ 689.00
26/02/2020	70149	RALPH BEATTIE BOSWORTH PTY LTD	CONSTRUCTION CONSULTANCY	\$ 2,750.00
26/02/2020	69818	RED CHERRY DESIGN STUDIO	GRAPHIC DESIGN SERVICES	\$ 1,200.00
26/02/2020	70079	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	\$ 789.80
26/02/2020	70021	RETRA GROUP PTY LTD	FLUID HANDLING SYSTEMS	\$ 1,404.59
26/02/2020	70127	RICOH BUSINESS CENTRE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING	\$ 5,419.19
26/02/2020	69905	RIDER LEVETT BUCKNALL WA PTY LTD	QUANTITY SURVEY SERVICES	\$ 935.00
26/02/2020	70155	RMS (AUSTRALIAN) PTY LTD	SOFTWARE SERVICES	\$ 87.45
26/02/2020	69935	ROCKETMAN DISTRIBUTORS PTY LTD	WILDLIFE CONTROL PRODUCTS	\$ 1,146.75
26/02/2020	70073	ROD'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	\$ 265.52
26/02/2020	70100	ROTARY CLUB OF BUSSELTON GEOGRAPHE BAY	BREAKFAST FOR NEW CITIZENS	\$ 335.00

DATE	REF#	NAME	DESCRIPTION	AMOUNT
26/02/2020	70144	SAFE & SURE SECURITY PTY LTD	SECURITY SERVICES - ALARM OCCURRENCE	\$ 2,860.00
14/02/2020	69752	SAFEROADS PTY LTD	TRAFFIC CALMING DEVICES	\$ 33,269.50
19/02/2020	69807	SAI GLOBAL LTD	AUSTRALIAN STANDARDS PUBLICATIONS	\$ 2,731.30
26/02/2020	69880	SANDGROPER CONTRACTING	LIQUID WASTE REMOVAL SERVICE	\$ 220.00
14/02/2020	69786	SARA URBAN	FACE PAINTING	\$ 170.00
26/02/2020	69952	SCANIA AUSTRALIA PTY LTD	NEW VEHICLES, PARTS AND LABOUR	\$ 132.00
26/02/2020	69855	SCOPE BUSINESS IMAGING	ELECTRONIC EQUIPMENT	\$ 192.50
26/02/2020	69970	SEA CHANGE NEWS	STATIONERY AND OFFICE SUPPLIES	\$ 34.75
26/02/2020	70006	SELECT CIVIL PTY LTD	EQUIPMENT HIRE	\$ 19,360.00
21/02/2020	69810	SHARON WOODFORD-JONES	STAFF REIMBURSEMENT	\$ 234.40
26/02/2020	70161	SHORE COASTAL PTY LTD	COASTAL CONSULTANCY SERVICES	\$ 4,521.00
26/02/2020	70110	SIGMA COMPANIES GROUP PTY LTD	POOL CHEMICAL SUPPLIER	\$ 172.70
26/02/2020	69925	SIMMO'S ICE CREAMERY	CATERING	\$ 286.50
14/02/2020	69764	SIMON SPARKES	STAFF REIMBURSEMENT	\$ 47.35
28/02/2020	70185	SIMON SPARKES	STAFF REIMBURSEMENT	\$ 67.20
26/02/2020	69944	SI TRAFFIC MANAGEMENT PTY LTD	TRAFFIC MANAGEMENT SERVICES	\$ 14,029.68
13/02/2020	69741	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	\$ 18,964.70
27/02/2020	70170	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	\$ 22,053.50
26/02/2020	70115	SOILS AIN'T SOILS	NURSERY SUPPLIES	\$ 115.90
26/02/2020	69863	SONIC HEALTH PLUS PTY LTD	OCCUPATIONAL HEALTH SERVICES	\$ 148.50
26/02/2020	69932	SOUTH WEST BOUNCY CASTLES	BOUNCY CASTLES	\$ 910.00
26/02/2020	69937	SOUTH WEST CONCRETE CUTTING & DRILLING	MAINTENANCE SERVICES	\$ 330.00
26/02/2020	70157	SOUTH WEST COUNSELLING	RATE REFUND	\$ 3,289.00
26/02/2020	70125	SOUTH WEST CYCLES	CYCLE SERVICES AND SUPPLIER	\$ 115.00
26/02/2020	70076	SOUTH WEST ISUZU	PLANT PURCHASES / SERVICES / PARTS	\$ 254.36
26/02/2020	70060	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	\$ 22.00
26/02/2020	69986	SOUTH WEST OFFICE NATIONAL	STATIONERY	\$ 2,781.69
26/02/2020	69859	SOUTH WEST PRINTING & PUBLISHING	ADVERTISING SERVICES	\$ 594.00
26/02/2020	70057	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	\$ 778.12
26/02/2020	69865	SOUTH WEST WINDSCREEN & GLASS	PLANT WINDSCREEN REPAIRS	\$ 1,045.00
26/02/2020	69951	SOUTH WEST YOGA FEST	YOGA FESTIVAL	\$ 2,000.00
26/02/2020	69934	SOUTHERN ATU SERVICES PTY LTD	WASTE MANAGEMENT SERVICES	\$ 897.00
26/02/2020	69971	SOUTHERN HABITAT NURSERY	NURSERY SUPPLIES	\$ 3,300.00
26/02/2020	70046	SOUTHERN LOCK & SECURITY	SECURITY SERVICES	\$ 416.00
26/02/2020	70105	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	\$ 2,214.80
26/02/2020	69891	SPORTFIRST BUSSELTON	SPORTING PRODUCTS	\$ 847.00
26/02/2020	70131	SPORTSWORLD OF WA	SPORT EQUIPMENT SUPPLIER - PRO-SHOP GLC	\$ 2,913.39
14/02/2020	69773	SPRAYMOW SERVICES	BUSH FIRE INSPECTION WORKS/WEED CONTROL	\$ 880.00
26/02/2020	69844	ST JOHN AMBULANCE	TRAINING SERVICES	\$ 591.00
26/02/2020	69927	STALEY FOOD & PACKAGING	CLEANING CHEMICALS	\$ 22,239.84
26/02/2020	70033	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING SUPPLIER	\$ 2,429.35
13/02/2020	69740	STOCKER PRESTON	T. NOTTLE RENT	\$ 860.00
27/02/2020	70169	STOCKER PRESTON	RENT - A NOTTLE	\$ 860.00
26/02/2020	70146	STRATAGREEN	NURSERY SUPPLIES	\$ 263.21
14/02/2020	69751	SUBSURFACE WATER MANAGEMENT	SUBSURFACE WATER MANAGEMENT	\$ 39,314.00
26/02/2020	70130	SUEZ RECYCLING & RECOVERY PTY LTD	WASTE MANAGEMENT SERVICES - FOGO	\$ 5,361.18
13/02/2020	69749	SUPERCHOICE	SUPERANNUATION	\$ 171,683.24
27/02/2020	70178	SUPERCHOICE	SUPERANNUATION	\$ 172,856.45
28/02/2020	70202	SURF LIFE SAVING W.A.	LIFE GUARD CONTRACT	\$ 162,015.54
19/02/2020	69808	SW AND J COWPERTHWAIT	REFUND WORKS BOND	\$ 23,600.00
26/02/2020	69921	SW ENVIRONMENTAL	ENVIRONMENTAL SERVICES	\$ 605.00
26/02/2020	70074	SW PRECISION PRINT	PRINTING SERVICES	\$ 2,056.00
14/02/2020	69784	SWEET & UNIQUE (WA) PTY LTD T/AS LUV A LOLLY	CONFECTIONERY	\$ 265.38
26/02/2020	70048	T J DEPIAZZI & SONS	LAWN SUPPLIES	\$ 3,139.95
26/02/2020	69946	TAGS173 PTY LTD	RUNWAY CONSULTANCY	\$ 866.25
26/02/2020	69825	TARVIA PTY LTD	ENGINEERING SERVICES	\$ 23,113.42
26/02/2020	70112	TECHNOLOGY ONE LIMITED	SOFTWARE SERVICES	\$ 1,229.04
26/02/2020	69936	TENDERLINK.COM	TENDER ADVERTISING	\$ 330.00
26/02/2020	69961	THE DRUG DETECTION AGENCY - SOUTH WA	DRUG AND ALCOHOL MANAGEMENT SERVICES	\$ 1,868.90
26/02/2020	69956	THE GOOD EGG CAFE	VENUE HIRE AND CATERING	\$ 1,749.00
26/02/2020	69904	THE PLANT SUPPLY CO	NURSERY SERVICES	\$ 3,982.00
6/02/2020	69713	THE URBAN COFFEE HOUSE	CATERING	\$ 844.00
26/02/2020	69886	THE URBAN COFFEE HOUSE	CATERING	\$ 200.00
26/02/2020	70003	THINK WATER DUNSBOROUGH	RETICULATION SERVICES	\$ 848.50
26/02/2020	69830	TINT A CAR BUSSELTON	MAINTENANCE SERVICES	\$ 690.00
26/02/2020	69994	TOLL TRANSPORT PTY LTD	COURIER SERVICES	\$ 435.11
26/02/2020	70096	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	\$ 8,015.88
26/02/2020	69829	TOTAL GREEN RECYCLING	RECYCLING E-WASTE SERVICES	\$ 3,429.86
26/02/2020	70148	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	\$ 14,178.86
26/02/2020	69984	TOTAL TOOLS	VARIOUS TOOLS	\$ 891.00
26/02/2020	70008	TOWN TEAM MOVEMENT	CONSULTANCY SERVICES	\$ 1,815.00
14/02/2020	69757	TRACIE ANDERSON	ART SALES	\$ 103.50
26/02/2020	70152	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	\$ 8,662.44
26/02/2020	69819	TRAFFIC FORCE	TRAFFIC MANAGEMENT SERVICES	\$ 29,956.49
26/02/2020	69963	TRIBE PERTH	ACCOMMODATION	\$ 557.00
26/02/2020	69892	TROPHIES ON TIME	NAME BADGE SUPPLIER	\$ 168.00
26/02/2020	69928	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	\$ 1,064.99
26/02/2020	70023	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	\$ 1,943.89
26/02/2020	69893	TRUE BLUE TURF	TURF SERVICES	\$ 107.80
26/02/2020	69895	TYRECYCLE PTY LTD	TYRE RECYCLING	\$ 6,109.75
26/02/2020	70124	TYREPOWER BUSSELTON	PLANT TYRE SUPPLIER / REPAIRER	\$ 3,900.00
26/02/2020	69959	TYRES & MORE DUNSBOROUGH	TYRE SALES AND SERVICE	\$ 40.00
26/02/2020	69926	UNDALUP ASSOCIATION INC	CULTURAL PRESENTATION	\$ 451.00
28/02/2020	70199	VASSE BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	\$ 316.20
26/02/2020	69957	VENDORPANEL PTY LTD	MULTI PARTY EVALUATIONS	\$ 3,300.00
26/02/2020	69995	VERAISON	LEADERSHIP COACHING	\$ 28,660.50
6/02/2020	69726	VOGUE FURNITURE	OFFICE EQUIPMENT SUPPLIES	\$ 955.00
26/02/2020	70024	VOGUE FURNITURE	OFFICE EQUIPMENT SUPPLIER	\$ 8,155.00
26/02/2020	69853	VORGE PTY LTD	GYM GOODS	\$ 2,822.60
26/02/2020	70090	W.A. HIND SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	\$ 3,240.07
26/02/2020	69846	WA EXTERNAL SOLUTIONS	GUTTER MAINTENANCE	\$ 16,071.00
26/02/2020	69817	WALGA	WALGA TRAINING SERVICES	\$ 2,393.00
26/02/2020	70011	WARRINGTON FIRE AUSTRALIA PTY LTD	FIRE TESTING SERVICES	\$ 4,188.80

DATE	REF#	NAME	DESCRIPTION	AMOUNT
26/02/2020	69947	WATERMAN PLUMBING & GAS	PLUMBING SERVICES	\$ 100.00
6/02/2020	69737	WELARM PTY LTD	BUSSELTON GROUNDWATER INVESTIGATION	\$ 2,305.74
26/02/2020	69924	WELL DONE INTERNATIONAL PTY LTD	AFTERHOURS CALL CENTRE SERVICE	\$ 4,095.52
26/02/2020	70083	WEST OZ LINEMARKING	LINE MARKING SERVICES	\$ 8,356.70
26/02/2020	69991	WESTBOOKS	LIBRARY RESOURCES	\$ 3,326.43
26/02/2020	69828	WESTERN HERITAGE STONEMASONS	MAINTENANCE SERVICES	\$ 1,045.00
26/02/2020	69899	WESTERN IRRIGATION PTY LTD	BORE AND IRRIGATION SERVICES	\$ 3,168.00
26/02/2020	70058	WESTERN POWER CORPORATION	ELECTRICAL SERVICES	\$ 495.00
26/02/2020	70088	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	\$ 16,486.26
26/02/2020	69868	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	\$ 165.00
26/02/2020	69988	WHO'S ON LOCATION LIMITED	ELECTRONIC VISITOR MANAGEMENT SYSTEM	\$ 70.00
26/02/2020	70066	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	\$ 4,806.95
14/02/2020	69760	WIZID PTY LTD	POOL ENTRY WRISTBANDS	\$ 381.15
26/02/2020	70137	WML CONSULTANTS PTY LTD	CONSULTANCY SERVICES	\$ 10,811.63
26/02/2020	69850	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	STREETSCAPE FURNITURE	\$ 7,423.90
26/02/2020	70093	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	\$ 2,878.00
26/02/2020	69882	WORK METRICS	HEALTH AND SAFETY SOFTWARE	\$ 110.00
26/02/2020	70129	WREN OIL	WASTE OIL SERVICES	\$ 33.00
26/02/2020	70016	XCAPE AT THE CAPE	LEISURE PARK ACTIVITIES	\$ 1,069.20
26/02/2020	69902	YAHAVA KOFFEE WORKS WHOLESALE	TRAINING SERVICES	\$ 550.80
28/02/2020	70198	YALLUNGUP COASTAL VOLUNTEER BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	\$ 230.05
26/02/2020	70010	YELVERTON LIQUID WASTE	LIQUID WASTE REMOVAL	\$ 14,451.80
26/02/2020	70069	ZIPFORM	PRINTING SERVICES	\$ 360.36
6/02/2020	69736	ZONTA CLUB OF DUNSBOROUGH	BOND REFUND	\$ 200.00
26/02/2020	70103	ZURICH AUSTRALIAN INSURANCE LTD	INSURANCE SERVICES	\$ 909.09
				\$ 5,267,820.90

INTERNAL PAYMENTS FEBRUARY 2020				
DATE	REF#	NAME	DESCRIPTION	AMOUNT
31/01/2020	4035	ANZ BANK - VISA CARD	CREDIT CARD PAYMENT AS BELOW	\$ 19,647.48
		APPLE I-TUNES	I-CLOUD STORAGE	\$ 1.49
		APPLE I-TUNES	I-CLOUD STORAGE	\$ 3.24
		EHB HOLDINGS PTY LTD BUSSELTON	SENIOR STAFF LUNCH ESPLANADE HOTEL	\$ 172.80
		AUSTRALIAN COASTAL COUNCIL	NATIONAL FORUM PERTH REGISTRATION	\$ 892.20
		REPCO	MATS FOR CAR	\$ 24.99
		THE SALVATION ARMY	BUSHFIRE DISASTER RECOVERY DONATION	\$ 1,000.00
		SHOUT FOR GOOD PTY LTD	BUSHFIRE DISASTER RECOVERY DONATION	\$ 1,000.00
		COMMUNITY ENTERPRISE FOUNDATION	BUSHFIRE DISASTER RECOVERY DONATION	\$ 1,000.00
		ST VINCENT DE PAUL SOCIETY	BUSHFIRE DISASTER RECOVERY DONATION	\$ 1,000.00
		VASSE FLOWERS	FLOWER ARRANGEMENT - P. VUKELIC	\$ 95.00
		EVENTBRITE	LGCOC CONFERENCE TICKETS HOBART	\$ 1,219.00
		BOOKING.COM AUSTRALIA	LGCOC CONFERENCE HOBART ACCOMMODATION	\$ 1,240.80
		QANTAS AIRWAYS	LGCOC CONFERENCE FLIGHTS	\$ 891.36
		JETSTAR AIR	LGCOC CONFERENCE FLIGHTS	\$ 444.40
		REDCROSS.ORG.AU	BUSHFIRE DISASTER RECOVERY DONATION	\$ 1,000.00
		QANTAS AIRWAYS	LGCOC CONFERENCE FLIGHTS	\$ 687.58
		CANVA	MONTHLY ARTWORK PURCHASES	\$ 1.03
		FACEBOOK FB.ME/ADS	ADVERTISING NCC	\$ 36.30
		FACEBOOK FB.ME/ADS	ADVERTISING ARTGEO	\$ 36.84
		FACEBOOK FB.ME/ADS	ADVERTISING GLC	\$ 315.40
		SENDGRID	PHOENIX SOFTWARE SUBSCRIPTION	\$ 22.23
		CPP CULTURAL CENTRE	MEETING PARKING	\$ 8.08
		ZHANG ASSETS PTY LTD	MEERING MEAL	\$ 24.00
		KEEN BOYS TRANSPORT	TRUCK DRIVER TRAINING	\$ 335.00
		KEEN BOYS TRANSPORT	TRUCK DRIVER TRAINING	\$ 335.00
		NATIONWIDE TRAINING	DANGEROUS GOODS DRIVER TRAINING	\$ 1,095.00
		THE REJECT SHOP	KITCHEN EQUIPMENT FOR CABINS	\$ 45.60
		SPOTIFY	MONTHLY SUBSCRIPTION GLC GYM MUSIC	\$ 17.99
		KEEN BOYS TRANSPORT	TRUCK DRIVER TRAINING	\$ 335.00
		ENVIRONMENTAL HEALTH SHENTON PARK	RADIATION SAFETY RX LICENSE	\$ 400.00
		ENVIRONMENTAL HEALTH SHENTON PARK	RADIATION SAFETY LX LICENSE	\$ 160.00
		BP WILLIAMS	FUEL	\$ 112.20
		COLES EXPRESS VASSE	FUEL	\$ 95.88
		BP DUNSBOROUGH	FUEL	\$ 104.55
		MAILCHIMP	BAY TO BAY ELECTRONIC NEWSLETTER	\$ 285.27
		BP DUNSBOROUGH	FUEL	\$ 106.94
		CPA AUSTRALIA	2020 CPA MEMBERSHIP	\$ 720.00
		AVIASIST	REMOTE PILOT LICENCE LINE OF SIGHT	\$ 2,950.00
		AUSTRALIA WIDE TAXATION	MANUAL AND SUPPORT	\$ 299.00
		INSTITUTE OF PUBLIC ADMINISTRATION	GRAMMAR & PUNCTUATION TRAINING	\$ 445.00
		EVENTBRITE	IWA WETLAND MANAGEMENT CONFERENCE	\$ 82.59
		MARGARET RIVER MEDICAL	PRE-EMPLOYMENT MEDICAL	\$ 132.00
		BP MANIIMUP	FUEL FOR P167033	\$ 92.72
		ZASTAM PTY LTD	AFTERHOURS BRIGADE CATERING	\$ 34.00
		NEWTOWN CHINESE RESTAURANT	AFTERHOURS BRIGADE CATERING	\$ 347.00
5/02/2020	4039	ANZ BANK	BANK FEES	\$ 365.95
5/02/2020	4040	ANZ BANK	BANK FEES	\$ 218.92
5/02/2020	4041	ANZ BANK	BANK FEES	\$ 6,363.90
3/02/2020	4044	ANZ BANK	BANK FEES	\$ 7,741.11
5/02/2020	4045	ANZ BANK	BANK FEES	\$ 317.86
31/01/2020	4033	CALTEX AUSTRALIA PETROLEUM PTY LTD	FUEL SERVICES	\$ 82,145.99
12/02/2020	4042	CITY OF BUSSELTON	PAYROLL AND SALARIES	\$ 797,393.66
13/02/2020	4043	CITY OF BUSSELTON	PAYROLL AND SALARIES	\$ 402.05
26/02/2020	4047	CITY OF BUSSELTON	PAYROLL AND SALARIES	\$ 780,694.66
3/02/2020	4038	COMMONWEALTH BANK	BANK FEES	\$ 4,822.68
19/02/2020	4046	COMMONWEALTH BANK	BANK FEES	\$ 521.49
27/02/2020	4034	FINES ENFORCEMENT REGISTRY	TRAFFIC INFRINGEMENTS	\$ 6,020.00
3/02/2020	4036	LES MILLS ASIA PACIFIC	CONTRACT FEES	\$ 582.89
3/02/2020	4037	LES MILLS ASIA PACIFIC	CONTRACT FEES	\$ 485.74
26/02/2020	4049	MARGARET RIVER ELOPEMENTS	BPAY REFUND OVERPAYMENT	\$ 84.00
21/02/2020	4048	MJ DILLON	BPAY REFUND OVERPAYMENT	\$ 1,186.00
				\$ 1,708,994.38

16.2 FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 29 FEBRUARY 2020

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Budget Planning and Reporting
BUSINESS UNIT	Financial Services
REPORTING OFFICER	Manager Financial Services - Paul Sheridan
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Investment Report February 2020   Attachment B Financial Activity Statement February 2020  

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/109 Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

That the Council receives the statutory financial activity statement reports for the period ending 29 February 2020, pursuant to Regulation 34(4) of the *Local Government (Financial Management) Regulations*.

CARRIED 9/0

EN BLOC

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 29 February 2020.

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 31 July 2019, the Council adopted (C1907/131) the following material variance reporting threshold for the 2019/20 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 2019/20 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 on a quarterly basis; 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 are also provided as required to further supplement the information comprised within the statutory financial reports.

Comments on Financial Activity to 29 February 2020

The Statement of Financial Activity (FAS) for the year to date as at 29 February 2020 shows an overall Net Current Position of \$14.2M as opposed to the amended budget of **(\$3.4M)**, a positive difference of \$17.6M. The following summarises the major cash 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:

Description	2019/20 Actual YTD	2019/20 Amended Budget YTD	2019/20 Amended Budget	2019/20 YTD Bud Variance	2019/20 YTD Bud Variance
	\$	\$	\$	%	\$
Revenue from Ordinary Activities				1.80%	1,243,284
1. Operating Grants, Subsidies and Contributions	3,662,072	2,821,879	4,977,647	29.77%	840,193
2. Other Revenue	304,547	353,462	551,510	(13.84%)	(48,915)
Expenses from Ordinary Activities				5.89%	3,186,192
3. Materials & Contracts	(10,407,176)	(12,405,990)	(19,058,249)	16.11%	1,998,814
4. Other Expenditure	(2,043,871)	(2,484,590)	(4,995,811)	17.74%	440,719
5. Allocations	1,244,049	1,441,425	2,161,452	13.69%	(197,376)
6. Non-Operating Grants, Subsidies and Contributions	3,788,295	5,600,680	23,764,690	(32.36%)	(1,812,385)
Capital Revenue & (Expenditure)				37.46%	14,797,529
7. Land & Buildings	(2,291,272)	(6,294,920)	(8,381,113)	63.60%	4,003,648
Plant & Equipment	(1,643,994)	(3,957,850)	(4,855,350)	58.46%	2,313,856
Furniture & Equipment	(192,138)	(758,704)	(1,113,069)	74.68%	566,566
Infrastructure	(9,468,913)	(21,560,980)	(37,545,346)	56.08%	12,092,067
8. Proceeds from Sale of Assets	331,063	632,550	3,409,080	(47.66%)	(301,487)
9. Transfer to Restricted Assets	(459,307)	(40,072)	(60,100)	(1046.2%)	(419,235)
10. Transfer from Restricted Assets	878,339	0	6,319,121	100.00%	878,339
11. Transfer from Reserves	1,232,906	6,253,436	34,669,883	(80.28%)	(5,020,530)

Revenue from Ordinary Activities

Year to date (YTD) actual income from ordinary activities is \$1.2M more than expected when compared to the YTD amended budget, with the following items meeting the material variance reporting thresholds:

1. Operating Grants, Subsidies and Contributions are \$840K (net) better than amended budget. This variance is mainly due to the following:
 - Grants Commission - Special Grants Bridges (10152), (\$158K) - \$124K is still to come in relation to Bussell Hwy Bridge 0241. The remaining variance relates to budgeting misallocations where the grants were actually supposed to be main roads direct funding;
 - Legal Fees Reimbursements (10500), (\$51K) – budget item included for a fine that was received in the 18/19 financial year. A budget amendment was processed to move a portion of the fine from retained earnings to a legal reserve, however a further budget amendment to remove this revenue item is still being investigated;
 - Human Resources Reimbursements (10521), \$51K - \$33K due to conference and training reimbursements not budgeted for sufficiently and \$19K received in workers comp reimbursements with all receipts budgeted in June;
 - Contributions to Airport Operations (11151), \$51K – received December but budgeted in June;
 - Contributions YCAB (B1361), \$27K – \$4K from City of Kwinana for the youth conference received November, \$20K from Rio Tinto received December as part of annual youth trainee sponsorship, and \$3K from Lions Club received January. Budget of \$20K in March only;
 - Strategic Planning Operating Grants & Subsidies (10820), (\$25K) – This is remaining grant funding for the CAS project which will not be finalise until later in the year. The remaining activities for the project will be carried over into the next budget;
 - Environmental Management Administration (10830), \$192K – Grant received for the Revitalizing Geographe Waterways Phase 2 project earlier than forecast;
 - Protective burning and firebreaks reserve (10931), \$166K – This variance relates to receiving 50% grant awarded to the City under the mitigation activity fund (Emergency Services Levy) and will be subject to a Council report requesting that the 2019/20 budget be amended to reflect this additional income. Details of the cost codes for this amendment are being finalised;
 - Bushfire Risk Management Planning Grants DFES (10942), \$57K – This variance relates to the payment of grant in full for the bushfire risk planning coordinator position within the City of Busselton. This represents a timing difference between budget allocations (over 12 months), and actual funds received;
 - Preventative Services CLAG (10925), (\$29K) – Offset by budgeted expenditure that has not occurred, to the same amount;
 - Pre-Primary Building & Surrounds (B1503), \$30K – Grant was budgeted to be received in June 2020, but was received in November 2019;
 - Reimbursements Old Butter Factory (B1401 & B9610), \$371K – Timing difference due to difficulties in predicting when LGIS would process the claims. Advice received in January that claims have been processed;
 - Storm Damage Insurance Renewal (C2527), \$37K – insurance claim for damage to King Street steps and ramp received.

2. Other Revenue is **(\$49K)** worse than budget. The main contributing variances are outlined in the table below:

Cost Code	Cost Code Description / GL Activity	Variance YTD \$
10970	Parking Control	(36,754)
G0031	Dunsborough Waste Facility	(27,587)
10100	Finance & Corporate Services Support (LSL contribution not received from other LG)	(26,000)
10510	Governance Support Services (LSL contribution received from other LG. Not related to above)	14,745
G0030	Busselton Transfer Station	31,322

Expenses from Ordinary Activities

Expenditure from ordinary activities is \$3.2M or 5.9% less than expected when compared to the amended YTD budget. The following items meet the material variance reporting thresholds:

3. Materials and Contracts better than amended budget YTD by \$2M

The main contributing items are listed below:

Cost Code	Cost Code Description / GL Activity	Variance YTD \$
<u>Finance and Corporate Services</u>		(24,480)
10000	Members of Council	(44,694)
10250	Information & Communication Technology Services	(109,441)
10500	Legal and Compliance Services	47,035
<u>Community and Commercial Services</u>		327,526
10380	Busselton Library	65,811
10600	Busselton Jetty Tourist Park	74,746
10900	Cultural Planning	55,997
<u>Planning and Development Services</u>		522,617
10820	Strategic Planning	150,397
10830	Environmental Management Administration	133,525
10850	Implement Management Plans Other	60,364
10931	Protective Burning & Firebreaks-Reserves	33,535
11170	Meelup Regional Park	76,541
<u>Engineering and Works Services</u>		1,046,773
Various	Busselton Jetty Maintenance	540,333
12620	Rural-Tree Pruning	(55,806)
12621	Urban-Tree Pruning	(70,611)
Various	Bridge Maintenance	127,201
Various	Building Maintenance	53,594
Various	Other Infrastructure Maintenance	300,116
Various	Waste services	246,784
Various	Road Maintenance	(181,093)
Various	Reserve Maintenance	86,256

4. Other Expenditure \$441K under the amended YTD budget:

The main contributing items are listed below:

Cost Code	Cost Code Description / GL Activity	Variance YTD \$
<u>Finance and Corporate Services</u>		180,069
10000	Members of Council	109,453
10151	Rates Administration	41,913
10700	Public Relations	34,443
<u>Community and Commercial Services</u>		157,907
10530	Community Services Administration	148,176
12631	Peel Tce Building & Surrounds	(39,943)
<u>Engineering and Works Services</u>		118,158
11160	Busselton Jetty	41,664
B1223	Micro Brewery - Public Ablution	60,000
G0042	BTS External Restoration Works	33,483

5. Allocations

In addition to administration based allocations which clear each month, this category also includes plant and overhead related allocations. Due to the nature of these line items, the activity reflects as a net offset against operating expenditure, in recognition of those expenses that are of a capital nature (and need to be recognised accordingly). It should be noted that performance in the category has no direct impact on the closing position.

Non-Operating Grants, Subsidies and Contributions

6. Non-Operating Grants, Subsidies and Contributions are less than budget by \$1.8M with the main items impacting on the above result being the timing of the receipt of funding which is also offset with less than anticipated capital expenditure at this time.

Cost Code	Cost Code Description	Variance YTD
<u>Finance and Corporate Services</u>		(380,380)
10239	Contributions - Community Facilities	(516,455)
10250	Information & Communication Technology Services – Capital Grants (Federal)	144,956
<u>Community and Commercial Services</u>		489,978
C6099	Airport Development – Capital Grant (Federal)	477,978
<u>Planning and Development Services</u>		(786,628)
B1015	Hithergreen District Bushfire Brigade – Donated Assets	(465,200)
B1024	Wilyabrup Bushfire Brigade – Donated Assets	(178,300)
B1029	Busselton Branch SES – Donated Assets	(97,200)
B9109	Hithergreen Building Renovations – Capital Grant (State)	(45,928)
<u>Engineering and Works Services</u>		(1,135,354)
B9407	Busselton Senior Citizens – Contributions	111,300
C1512	Port Geographe Boat Ramp Renewal Works – Capital Grant (State)	(110,000)
C2523	Broadwater Beach Coastal Protection Stage 1 of 4 – Capital Grant (State)	(30,000)

C3020	Donated Assets Parks, Gardens & Reserves	329,133
C3113	Busselton Tennis Club – Infrastructure – Contribution	80,000
C3122	Rails to Trails - Continuation of Implementation Plan – Capital Grant (Lotteries Commission)	(300,000)
C3168	Busselton Foreshore Jetty Precinct – Capital Grant	95,924
C3186	Lou Weston Oval – Courts – Contributions	(235,000)
F0019	College Avenue – MR Capital Grant	144,000
S0035	Strelly Street / Barlee Street Roundabout – MR Capital Grant	33,738
S0051	Causeway Road / Rosemary Drive Roundabout – MR Capital Grant	(333,336)
S0064	Peel Terrace (Stanley Pl/Cammilleri St Intersection Upgrade) – MR Capital Grant	(133,336)
S0069	Peel Terrace (Brown Street Intersection Upgrades) – MR Capital Grant	(66,664)
S0070	Peel & Queen Street Roundabout Service Relocation – MR Capital Grant	(133,336)
S0071	Ludlow-Hithergreen Road Safety Improvements – Fed Capital grant	461,200
S0072	Kaloorup Road - Reconstruct and Seal Shoulders – MR Capital Grant	100,000
T0019	Wonnerup South Road - Reconstruct and Widening (narrow seal) – RTR Capital Grant	(416,360)
T0085	Yoongarillup Road - Reconstruct Intersection at Vasse H/Way – RTR Capital Grant	(140,000)
T0086	Yoongarillup Road - Reconstruct & Widen (Western Section) – RTR Capital Grant	(985,400)
V0002	Eastern Link - Busselton Traffic Study – Capital Grant (Federal)	400,000

Capital Expenditure

7. As at 29 February 2020, there is an underspend variance of 37.5% or \$14.8M in total capital expenditure with YTD actual at \$24.7M against the YTD amended budget of \$39.5M.

The attachments to this report include detailed listings of all capital expenditure (project) items, however the main areas of variance are summarised as follows:

Cost Code	Cost Code Description	Variance YTD
Land		(71,308)
10370	Busselton Cemetery	(71,308)
Buildings		4,074,956
B9516	Busselton Library Upgrade	297,125
B9109	Hithergreen Building Renovations	45,928
B9300/1/2	Aged Housing Capital Improvements (Winderlup, Harris Rd)	94,179
B9407	Busselton Senior Citizens	695,270
B9556	NCC Upgrade	41,665
B9591	Performing Arts Convention Centre	164,649
B9596	GLC Building Improvements	262,119
B9604	Womens Change Facility Bovell	(27,882)
B9606	King Street Toilets	99,849
B9610	Old Butter Factory	(123,732)
B9716 & B9717	Airport Terminals	2,475,636
B9808	Busselton Jetty Tourist Park Upgrade	93,792

<u>Plant & Equipment</u>		2,313,856
10000	Members of Council	40,000
10250	Information & Communication Technology Services	35,000
11156	Airport Development Operations	1,173,897
11402	Plant Purchases (P10)	495,000
11403	Plant Purchases (P11)	115,555
11404	Plant Purchases (P12)	320,000
11407	P&E - P&G Smart Technologies	75,000
11500	Operations Services Administration	35,000
<u>Furniture & Office Equipment</u>		566,566
10250	Information & Communication Technology Services	416,644
10625	Art Geo Administration	(35,000)
11156	Airport Development Operations	149,309
<u>Infrastructure By Class</u>		12,092,067
	Roads	2,530,195
	Bridges	248,000
	Car Parks	844,249
	Footpaths & Cycleways	511,339
	Parks, Gardens & Reserves	6,610,333
	Drainage	99,840
	Regional Airport & Industrial Park Infrastructure	1,248,110

Many of these items of under expenditure e.g. Main Roads construction works, also assists in explaining the above current YTD shortfall in Non-Operating Grants. In the main, many of these projects have yet to be completed and represent a timing difference.

Proceeds from Sale of Assets

8. There is a variance for the proceeds from sale of assets of **(\$301K)**, due to timing in the changeover of vehicles and plant.

Transfer to Restricted Assets

9. There is a variance in transfers to restricted assets of \$419K more than amended budget. The reasons for this are as follows:
 - Transfer to deposits and bonds of \$62K as opposed to a budget of \$0. These funds do not have a budget allocation as they are not able to be reliably measured;
 - Interest earned on government grants of \$33K transferred to restricted cash, for which there was no budget allocated as it was expected that the grant would have been utilized by this stage;
 - Additional bonds of \$321K were received in relation to the next stage of the Dunsborough Lakes development.

Transfer from Restricted Assets

10. There is a variance in transfers from restricted assets of \$878K more than amended budget. The main reason for this is as follows:
 - Transfer from Roadwork Bonds of \$814K as opposed to a budget of \$0. These funds do not have a budget allocation as they are not able to be reliably measured.

Transfer from Reserves

11. There is a variance for transfer from reserves of \$5MK less than amended budget. The reasons for this are as follows:

- 100 – Airport Infrastructure Renewal Reserve **(\$93K)** – Work for installation of bird netting is still being finalized, however we are able to transfer half per the agreement. This will be done for March accounts;
- 409 – Geographe Leisure Centre Building Reserve **(\$400K)** – Project B9596 for general building improvements. Approximately \$130K worth of work has been spent to date and will be transferred in March;
- 110 – Jetty Maintenance Reserve **(\$850K)** – has not occurred due to works not being undertaken on cost code C3497 (part of the Parks, Gardens & Reserves variance shown above), for the following reasons:
 - i. The previous expenditure figure was based on the 50 year plan.
 - ii. The 5 year structural review undertaken in 2019/2020 discovered that the Jetty was in better condition than forecast in the 50 year plan. Capital works planned for 2020 have been deferred to 2030.
 - iii. Requests for Tenders issued for maintenance works per the 5 year plan are to be awarded at the Council meeting on 29 January 2020.
 - iv. As a result budget figures have been revised for next the 5 financial years to reflect the 5 year plan.
- 137 – Major Traffic Improvements Reserve **(\$250K)** – Project B0002 for the Eastern Link Project is on-going. Approximately \$1.7M has been spent, of which \$400K grant funding has been received. In March approximately \$1M will be transferred;
- 127 – New Infrastructure Development Reserve **(\$363K)** – This reserve is funding 10 projects at the moment, none of which are at a state of completion to activate a transfer;
- 133 – Valuation & Corporate Expenses Reserve **(\$110K)** – the transfer to cover the \$97K bill from the Electoral Commission and approximately \$4K in internal staff costs has not yet occurred. This will appear in the March accounts;
- 121 – Waste Management Facility and Plant Reserve **(\$2.95M)** – The works for the Transfer station plus the site rehabilitation jobs that have not progressed, are the biggest cause of this variance. It is forecast that these jobs will be deferred until next financial year.

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 29th February 2020 the value of the City's invested funds totalled \$78.98M, up from \$77.48M as at 31st January. The increase is due to funds being transferred to the 11am account on a temporary basis until required for operational purposes.

During the month of February four term deposits totalling the amount of \$9.5M matured. Two deposits were closed totalling \$6.0M, one for operational purposes and the other as the Commonwealth Bank that owns Bankwest will now not allow Bankwest to hold corporate deposits such as ours. Those rolled were renewed for a further 151 days at 1.53% on average.

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) increased by \$7.5M with funds being transferred in mainly being from closed term deposits to be held until required in the coming month.

The balance of the Airport Development ANZ and WATC cash accounts remained steady.

The RBA announced no rate change in February but they did lower rates by 0.25% in March, and further reductions are very probable.

Chief Executive Officer – Corporate Credit Card

Details of transactions made on the Chief Executive Officer's corporate credit card during February 2020 are provided below to ensure there is appropriate oversight and awareness.

Date	\$ Amount	Payee	Description
04-Feb-20	192.41	Airport Security Parking	Parking - PD funded LGCOG & Study Tour*
05-Feb-20	550.00	Sticky Tickets/Busselton Chamber of Commerce	Business Council of Aust Luncheon (Archer, Hicks, Carter, Barret-Lennard, Cronin)
05-Feb-20	68.68	Airport Security Parking	Parking - PD funded LGCOG & Study Tour*
06-Feb-20	947.51	Hertz Australia	Car Hire for LGCOG - PD funded*
17-Feb-20	50.00	Grape Bar	Meals LGCOG & Melbourne Study Tour*
17-Feb-20	39.00	Salamanca Food Fair	Meals LGCOG & Melbourne Study Tour*
18-Feb-20	148.00	La Spaghetteria	Meals Melbourne Study Tour
18-Feb-20	76.70	Salamanca Wharf Hotel	Accom LGCOG*
18-Feb-20	68.28	BP Hobart Airport	Fuel LGCOG*
19-Feb-20	61.64	GM Cabs Pty Ltd	Taxi Fares
18-Feb-20	21.00	Spotto	Taxi Fares
19-Feb-20	663.00	Travel Insurance Direct	CEO's Travel Insurance - PD funded*
19-Feb-20	77.49	Black Cab	Taxi Fares
19-Feb-20	23.80	Café Excello	Meals Melbourne Study Tour
19-Feb-20	605.00	Company Director Sydney	Membership Renewal - PD funded*
20-Feb-20	144.83	Hotel Windsor	Accom - Study Tour to Melbourne
20-Feb-20	48.00	MYKI Discount Centre	Public Transport Study Tour Melbourne
24-Feb-20	16.50	Sticky Tickets/Busselton Chamber of Commerce	Jetstar Marketing Presentation
25-Feb-20	16.50	Sticky Tickets/Busselton Chamber of Commerce	Jetstar Marketing Presentation
	3,818.34		

**Funds debited against CEO Annual Professional Development Allowance as per employment Contract Agreement*

+ Allocated against CEO Hospitality Expenses Allowance

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. Council may wish to make additional resolutions as a result of having received these reports.

CONCLUSION

As at 29 February 2020, the City's financial performance is considered satisfactory.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.



CITY OF BUSSETON - INVESTMENT PERFORMANCE REPORT For the month of February 2020



11am Bank Account As at 28 February 2020

INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	0.70%	\$ 9,500,000

Term Deposits - Miscellaneous Funds As at 28 February 2020

INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
Bankwest	AA	182	09-Mar-20	1.60%	\$ 4,000,000
Bankwest	AA	181	23-Mar-20	1.55%	\$ 4,000,000
Westpac	AA	182	24-Mar-20	1.75%	\$ 3,000,000
NAB	AA	182	24-Mar-20	1.66%	\$ 2,000,000
NAB	AA	180	01-Apr-20	1.59%	\$ 4,000,000
NAB	AA	183	10-Apr-20	1.58%	\$ 3,000,000
ANZ	AA	183	15-Apr-20	1.54%	\$ 3,500,000
Westpac	AA	122	17-Apr-20	1.48%	\$ 1,500,000
Westpac	AA	213	24-Apr-20	1.75%	\$ 4,000,000
ANZ	AA	213	24-Apr-20	1.62%	\$ 3,000,000
Bendigo	BBB	180	28-Apr-20	1.50%	\$ 3,000,000
Westpac	AA	274	06-May-20	2.10%	\$ 5,000,000
Westpac	AA	243	24-May-20	1.75%	\$ 4,000,000
ANZ	AA	243	24-May-20	1.62%	\$ 3,000,000
Westpac	AA	274	27-May-20	1.80%	\$ 2,000,000
NAB	AA	182	08-Jun-20	1.54%	\$ 2,000,000
Bendigo	BBB	183	09-Jun-20	1.50%	\$ 1,000,000
Westpac	AA	152	12-Jun-20	1.74%	\$ 2,000,000
NAB	AA	150	22-Jun-20	1.57%	\$ 3,000,000
NAB	AA	274	24-Jun-20	1.63%	\$ 4,000,000
NAB	AA	150	09-Jul-20	1.55%	\$ 2,000,000
Westpac	AA	151	22-Jul-20	1.51%	\$ 1,500,000

Total of Term Deposits \$ 64,500,000

Weighted Average Annual Rate of Return 1.66%

Airport Redevelopment Funds As at 28 February 2020

WA Treasury Corp. - Overnight Cash Deposit Facility	0.70%	\$ 3,485,049
WA Treasury Corp. - State Bonds	02-Sep-19	Matured

Total of Airport Redevelopment Funds - WATC \$ 3,485,049

Nil

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

ANZ Cash Account	AA	NA	NA	0.75%	\$ 1,502,785
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Total of Airport Redevelopment Funds - Other \$ 1,502,785

Total of Airport Redevelopment Funds \$ 4,987,834

Interest Received 2015/16 \$ 609,666

Interest Received 2016/17 \$ 1,158,623

Interest Received 2017/18 \$ 631,835

Interest Received 2018/19 \$ 121,836

Interest Received 2019/20 \$ 37,667

Interest Accrued but not yet Received \$ 1,938

Total Interest Airport Funds (Non-Reserve) at month's end \$ 2,561,565

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

Interest Transferred out to Municipal Funds \$ 22,042

Interest Earned (incl. Accrued) on Funds Held in City Reserve A/c 136 \$ 67,065

(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 2019 As at 28 February 2020

11am Bank Account	\$ 6,000,000	\$ 11,500,000	\$ 9,500,000
Term Deposits - Misc. Funds	\$ 64,000,000	\$ 54,000,000	\$ 64,500,000
Foreshore Development Funds - WATC	\$ 38,538	\$ -	\$ -
Airport Redevelopment - WATC Deposits	\$ 4,933,999	\$ 4,950,336	\$ 3,485,049
Airport Redevelopment - Bank Term Deposit	\$ -	\$ -	\$ -
Airport Redevelopment - ANZ Cash A/c	\$ 467,785	\$ 2,785	\$ 1,502,785
Total of all Investments Held	\$ 75,440,323	\$ 70,453,122	\$ 78,987,834

TOTAL INTEREST RECEIVED AND ACCRUED \$ 1,184,407 \$ 1,724,414 \$ 832,708

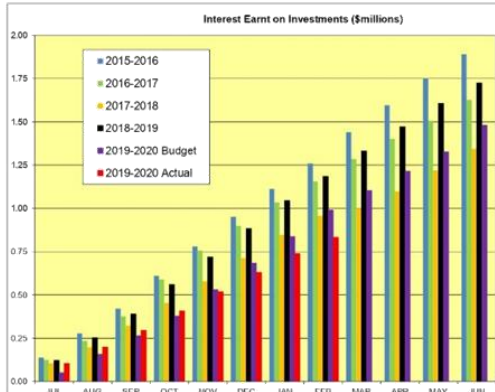
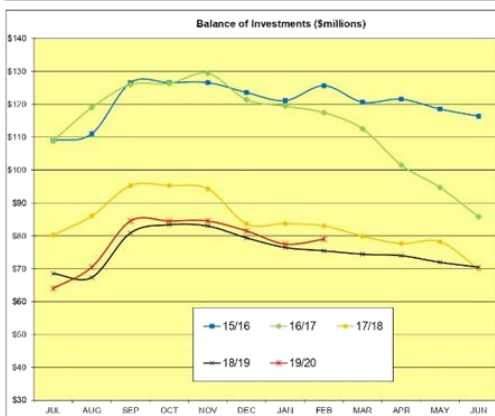
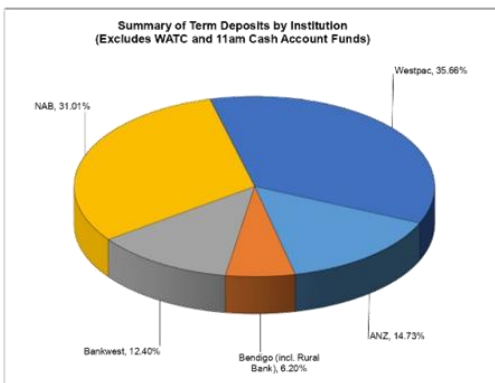
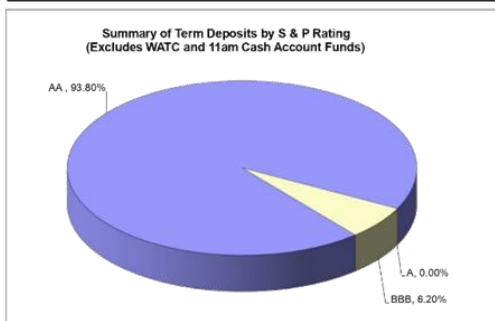
INTEREST BUDGET \$ 789,176 \$ 1,182,760 \$ 989,945

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

Statement of Compliance with Council's Investment Policy 218

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

Investment Graphs



City of BusseltonStatement of Financial ActivityYear to Date As At 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2019/20 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
Revenue from Ordinary Activities						
Rates	51,927,910	51,442,933	51,442,933	51,617,412	51,617,412	0.94%
Operating Grants, Subsidies and Contributions	3,662,072	2,821,879	2,771,190	4,977,647	4,926,958	29.77%
Fees & Charges	12,978,177	13,025,358	12,951,694	16,292,090	16,292,090	-0.36%
Other Revenue	304,547	353,462	353,462	551,510	551,510	-13.84%
Interest Earnings	1,400,155	1,385,945	1,385,945	1,955,000	1,955,000	1.03%
	70,272,861	69,029,577	68,905,224	75,393,659	75,342,970	1.80%
Expenses from Ordinary Activities						
Employee Costs	(22,088,644)	(22,877,556)	(22,877,556)	(33,303,930)	(33,303,930)	3.45%
Materials & Contracts	(10,407,176)	(12,405,990)	(11,797,610)	(19,058,249)	(18,226,504)	16.11%
Utilities (Gas, Electricity, Water etc)	(1,648,769)	(1,816,896)	(1,816,896)	(2,774,257)	(2,774,257)	9.25%
Depreciation on non current assets	(15,248,576)	(15,257,722)	(15,257,722)	(22,870,222)	(22,870,222)	0.06%
Insurance Expenses	(730,852)	(708,702)	(708,702)	(733,960)	(733,960)	-3.13%
Other Expenditure	(2,043,871)	(2,484,590)	(2,459,590)	(4,995,811)	(4,920,811)	17.74%
Allocations	1,244,049	1,441,425	1,441,425	2,161,452	2,161,452	13.69%
	(50,923,839)	(54,110,031)	(53,476,651)	(81,574,977)	(80,668,232)	5.89%
Borrowings Cost Expense						
Interest Expenses	(668,984)	(668,874)	(668,874)	(1,273,688)	(1,273,688)	-0.02%
	(668,984)	(668,874)	(668,874)	(1,273,688)	(1,273,688)	-0.02%
Non-Operating Grants, Subsidies and Contributions	3,788,295	5,600,680	5,558,702	23,764,690	32,042,712	-32.36%
Profit on Asset Disposals	27,328	69,808	77,808	70,050	78,050	-60.85%
Loss on Asset Disposals	(51,489)	(28,468)	(33,068)	(147,269)	(161,135)	-80.87%
	3,764,134	5,642,020	5,603,442	23,687,471	31,959,627	-33.28%
Net Result	22,444,172	19,892,692	20,363,141	16,232,465	25,360,677	12.83%
Adjustments for Non-cash Revenue & Expenditure						
Depreciation	15,248,576	15,257,722	15,257,722	22,870,222	22,870,222	
Donated Assets	(341,133)	(740,700)	(740,700)	(8,224,000)	(8,224,000)	
(Profit)/Loss on Sale of Assets	24,025	(41,340)	(44,740)	77,219	83,085	
Allocations & Other Adjustments	271,026	0	0	0	0	
Deferred Pensioner Movements (Non-current)	18,167	0	0	0	0	
Recording of Employee Benefit Provisions (NC)	0	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	(484,895)	0	0	0	0	
Capital Revenue & (Expenditure)						
Land & Buildings	(2,291,272)	(6,294,920)	(11,803,837)	(8,381,113)	(18,097,358)	63.60%
Plant & Equipment	(1,643,994)	(3,957,850)	(3,548,164)	(4,855,350)	(4,493,000)	58.46%
Furniture & Equipment	(192,138)	(758,704)	(769,440)	(1,113,069)	(1,129,169)	74.68%
Infrastructure	(9,468,913)	(21,560,980)	(21,297,623)	(37,545,346)	(36,851,773)	56.08%
Proceeds from Sale of Assets	331,063	632,550	674,550	3,409,080	3,476,580	-47.66%
Proceeds from New Loans	50,000	150,000	150,000	150,000	150,000	-66.67%
Self Supporting Loans - Repayment of Principal	39,796	37,753	37,753	76,055	76,055	5.41%
Total Loan Repayments - Principal	(1,782,460)	(1,780,704)	(1,780,704)	(3,297,412)	(3,297,412)	-0.10%
Repayment Capital Lease	0	0	(379,648)	0	(759,300)	0.00%
Advances to Community Groups	(50,000)	(150,000)	(150,000)	(150,000)	(150,000)	66.67%
Transfer to Restricted Assets	(459,307)	(40,072)	(40,072)	(60,100)	(60,100)	-1046.20%
Transfer from Restricted Assets	878,339	0	0	6,319,121	6,315,599	0.00%
Transfer to Reserves	(11,351,525)	(12,035,543)	(11,984,854)	(21,928,731)	(21,878,042)	5.68%
Transfer from Reserves	1,232,906	6,253,436	7,053,436	34,669,883	34,856,860	-80.28%
Opening Funds Surplus/ (Deficit)	1,751,076	1,751,076	1,751,076	1,751,076	1,751,076	
Net Current Position - Surplus / (Deficit)	14,223,508	(3,385,584)	(7,252,104)	0	0	

City of Busselton

Net Current Position

Year to Date As At 29 February 2020

	2019/20 Actual	2019/20 Amended Budget	2019/20 Original Budget	2018/19 Actual
	\$	\$	\$	\$
NET CURRENT ASSETS				
CURRENT ASSETS				
Cash - Unrestricted	5,339,797	646,604	646,604	3,204,485
Cash - Restricted	76,606,593	48,067,660	47,833,516	67,067,833
Sundry Debtors	1,693,926	1,800,000	1,800,000	1,809,547
Rates Outstanding - General	9,489,927	1,280,000	1,280,000	1,284,090
Stock on Hand	16,543	24,981	24,981	24,980
	93,146,786	51,819,245	51,585,101	73,390,935
LESS: CURRENT LIABILITIES				
Bank Overdraft	0	0	0	0
Sundry Creditors	2,316,685	3,751,585	3,751,585	4,572,026
Performance Bonds	2,458,615	2,943,510	2,943,510	2,943,510
	4,775,300	6,695,095	6,695,095	7,515,536
Current Position (inclusive of Restricted Funds)	88,371,486	45,124,150	44,890,006	65,875,399
Add: Cash Backed Liabilities (Deposits & Bonds)	2,458,615	2,943,510	2,943,510	2,943,510
Less: Cash - Restricted Funds	(76,606,593)	(48,067,660)	(47,833,516)	(67,067,833)
NET CURRENT ASSET POSITION	14,223,508	0	0	1,751,076

City of Busseton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 29 February 2020

Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
	\$	\$	\$	\$	\$	%
>> Property, Plant & Equipment						
Land						
10370 Busseton Cemetery	71,308	0	0	100,000	100,000	0.00%
10610 Property Services Administration	0	0	0	100,000	100,000	0.00%
	71,308	0	0	200,000	200,000	0.00%
Buildings						
Major Projects						
Major Project - Busseton Foreshore						
B9570 Foreshore East-Youth Precinct Community Youth Building/SLSC	0	5,000	5,000	10,000	10,000	-100.00%
B9584 Jetty Depot - Maintenance Compound	19,870	0	0	0	0	0.00%
B9600 Old Vasse Lighthouse	25,755	25,755	96,000	25,755	120,000	0.00%
	45,625	30,755	101,000	35,755	130,000	48.35%
Major Project - Library Expansion						
B9516 Busseton Library Upgrade	18,750	315,875	315,875	361,000	361,000	-94.06%
	18,750	315,875	315,875	361,000	361,000	-94.06%
Major Project - Administration Building						
B9010 Civic and Administration Centre Minor Upgrades	38,239	35,332	35,332	53,000	53,000	8.23%
	38,239	35,332	35,332	53,000	53,000	8.23%
Buildings (Other)						
B9109 Hithergreen Building Renovations	0	45,928	45,928	68,890	68,890	-100.00%
B9300 Aged Housing Capital Improvements - Winderup	18,251	40,000	40,000	80,000	80,000	-54.37%
B9301 Aged Housing Capital Improvements - Harris Road	0	40,000	40,000	60,000	60,000	-100.00%
B9302 Aged Housing Capital Improvements - Winderup Court (City)	5,070	37,500	37,500	151,000	151,000	-86.48%
B9407 Busseton Senior Citizens	80,362	775,632	775,632	1,163,450	1,163,450	-89.64%
B9511 ArtGeo Building	41,413	21,936	21,936	32,900	32,900	88.79%
B9517 GLC - Pool Relining	0	0	33,336	0	50,000	0.00%
B9534 Community Resource Centre	3,727	5,156	5,156	5,160	5,160	-27.71%
B9556 NCC Upgrade	0	41,665	41,665	50,000	50,000	-100.00%
B9588 Old Court House Building Upgrade	55,597	50,000	50,000	75,000	75,000	11.19%
B9591 Performing Arts Convention Centre	85,348	249,997	249,997	500,000	500,000	-65.86%
B9596 GLC Building Improvements	131,981	394,100	350,600	569,400	525,900	-66.51%
B9604 Womens Change Facility Bovell	90,174	62,292	55,792	90,185	83,685	44.76%
B9605 Energy Efficiency Initiatives (Various Buildings)	126,324	118,252	118,252	177,378	177,378	6.83%
B9606 King Street Toilets	150	99,999	99,999	200,000	200,000	-99.85%
B9607 General Buildings Asset Renewal Allocation (Various Building)	47,608	50,001	50,001	100,000	100,000	-4.79%
B9608 Demolition Allocation (Various Buildings)	14,079	12,501	12,501	25,000	25,000	12.62%
B9609 GLC Stadium Expansion	0	15,000	15,000	30,000	30,000	-100.00%
B9610 Old Butter Factory	557,324	433,592	433,592	650,385	650,385	28.54%
B9716 Airport Terminal Stage 2	187,717	191,468	8,333,336	191,468	12,500,000	-1.96%
B9717 Airport Construction, Existing Terminal Upgrade	547,983	3,019,868	333,336	3,186,532	500,000	-81.85%
B9719 Busseton Works Depot - Toilets and Sewer	34,961	24,999	24,999	50,000	50,000	39.85%
B9808 Busseton Jetty Tourist Park Upgrade	89,280	183,072	183,072	274,610	274,610	-51.23%
	2,117,350	5,912,958	11,351,630	7,731,358	17,353,358	-64.19%
Total Buildings	2,219,964	6,294,920	11,803,837	8,181,113	17,897,358	-64.73%

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 29 February 2020

Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
Plant & Equipment						
10000 Members of Council	0	40,000	40,000	40,000	40,000	-100.00%
10001 Office of the CEO	61,283	65,000	65,000	65,000	65,000	-5.72%
10115 Major Projects Administration	75,307	80,000	80,000	80,000	80,000	-5.87%
10200 Financial Services	38,427	40,000	40,000	40,000	40,000	-3.93%
10250 Information & Communication Technology Services	0	35,000	35,000	35,000	35,000	-100.00%
10510 Governance Support Services	0	0	0	40,000	40,000	0.00%
10521 Human Resources & Payroll	0	0	0	35,000	35,000	0.00%
10530 Community Services Administration	6,975	0	0	0	0	0.00%
10591 Geopraphe Leisure Centre	0	0	0	35,000	35,000	0.00%
10600 Busselton Jetty Tourist Park	13,655	16,000	16,000	16,000	16,000	-14.66%
10800 Planning Directorate Support	37,632	40,000	40,000	40,000	40,000	-5.92%
10910 Building Services	65,403	70,000	70,000	70,000	70,000	-6.57%
10950 Animal Control	25,149	50,000	50,000	50,000	50,000	-49.70%
10980 Other Law, Order & Public Safety	75,448	55,000	55,000	55,000	55,000	37.18%
11101 Engineering Services Administration	39,355	40,000	40,000	40,000	40,000	-1.61%
11107 Engineering Services Design	92	4,500	4,500	9,000	9,000	-97.96%
11150 Asset Management Administration	32,369	35,000	35,000	35,000	35,000	-7.52%
11151 Airport Operations	0	0	30,000	0	30,000	0.00%
11156 Airport Development Operations	308,453	1,482,350	0	1,482,350	0	-79.19%
11401 Transport - Workshop	0	0	20,664	20,000	31,000	0.00%
11402 Plant Purchases (P10)	450,000	945,000	1,745,000	1,495,000	2,295,000	-52.38%
11403 Plant Purchases (P11)	414,445	530,000	562,000	628,000	632,000	-21.80%
11404 Plant Purchases (P12)	0	320,000	510,000	320,000	595,000	-100.00%
11406 Plant Purchases (P14)	0	0	0	40,000	40,000	0.00%
11407 P&E - P&G Smart Technologies	0	75,000	75,000	150,000	150,000	-100.00%
11500 Operations Services Administration	0	35,000	35,000	35,000	35,000	-100.00%
	1,643,994	3,957,850	3,548,164	4,855,350	4,493,000	-58.46%
Furniture & Office Equipment						
10250 Information & Communication Technology Services	35,908	452,552	452,552	678,842	678,842	-92.07%
10530 Community Services Administration	0	12,000	12,000	12,000	12,000	-100.00%
10590 Naturaliste Community Centre	7,292	10,816	10,816	19,227	19,227	-32.58%
10591 Geopraphe Leisure Centre	5,000	22,000	22,000	33,000	33,000	-77.27%
10616 Winderup Villas Aged Housing	0	0	5,668	0	8,500	0.00%
10617 Harris Road Aged Housing	0	0	5,068	0	7,600	0.00%
10625 Art Geo Administration	45,000	10,000	10,000	10,000	10,000	350.00%
10900 Cultural Planning	48,247	48,000	48,000	55,000	55,000	0.51%
11156 Airport Development Operations	50,691	200,000	200,000	300,000	300,000	-74.65%
B1361 YCAB (Youth Precinct Foreshore)	0	3,336	3,336	5,000	5,000	-100.00%
	192,138	758,704	769,440	1,113,069	1,129,169	-74.68%
Sub-Total Property, Plant & Equipment	4,127,404	11,011,474	16,121,441	14,349,532	23,719,527	-62.52%
>> Infrastructure						
Major Project - Busselton Foreshore						
C0053 Car Parking - Rear of Hotel Site 1	1,797	437,500	437,500	866,566	500,000	-99.59%
C0054 Barnard East Car Parking	0	65,982	65,982	79,180	79,180	-100.00%
C3094 Busselton Foreshore - Stage 3	119,219	158,048	158,048	237,082	237,082	-24.57%
C3112 Busselton Foreshore - Exercise Equipment	150	152,509	82,264	217,645	123,400	-99.90%
C3113 Busselton Tennis Club - Infrastructure	594,518	636,914	836,914	668,604	868,604	-6.66%
C3168 Busselton Foreshore Jetty Precinct	151,409	121,184	121,184	181,774	181,774	24.94%

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Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
C3182 Relocation of Veteran Car Club	109,638	105,071	105,071	109,640	109,640	4.35%
C3189 Fencing Possum Park Barnard East	163	18,750	18,750	30,000	30,000	-99.13%
C3206 Landscaping - Old Busseton Tennis Club Site	1,695	437,500	437,500	580,000	500,000	-99.61%
C3207 Barnard East Underground Power	0	138,540	138,540	166,250	166,250	-100.00%
C3208 Barnard East Landscaping	4,158	200,000	200,000	240,000	240,000	-97.92%
F0089 Barnard East Footpaths	0	76,033	76,033	91,240	91,240	-100.00%
	982,746	2,548,031	2,677,786	3,467,981	3,127,170	-61.43%
Major Project - Administration Building						
C0043 Administration Building Carpark	0	50,000	50,000	100,000	100,000	-100.00%
	0	50,000	50,000	100,000	100,000	-100.00%
Major Project - Lou Weston Oval						
C3186 Lou Weston Oval - Courts	330,862	1,569,500	1,569,500	1,883,400	1,883,400	-78.92%
	330,862	1,569,500	1,569,500	1,883,400	1,883,400	-78.92%
Footpaths Construction						
F0019 College Avenue	238,910	240,000	240,000	360,000	360,000	-0.45%
F0051 Chester Way Dunsborough - New Footpath	70,886	66,664	66,664	100,000	100,000	6.33%
F0066 Bussett Highway Footpath Sections	177,460	235,360	235,360	353,047	353,047	-24.60%
F0080 Margaret St DUP Renewal	661	53,336	53,336	80,000	80,000	-98.76%
F0081 Windlemere Drive Dunsborough - New Path	292	98,000	98,000	147,000	147,000	-99.70%
F0082 King Street - New Path	3,572	120,000	120,000	180,000	180,000	-97.02%
F0083 Bell Drive - New Path Completing Missing Sections	39,353	34,672	34,672	52,000	52,000	13.50%
F0084 Thompson Way - New Path	5,745	24,672	24,672	37,000	37,000	-76.72%
F0085 Paterson Drive - New Footpath & Foot Bridge	193	51,144	51,144	76,720	76,720	-99.62%
F0086 Holgate Road Path - Renewal as per AMP	5,671	10,240	10,240	15,360	15,360	-44.62%
F0087 Sanctuary Grove Path - Renewal as per AMP	198	26,664	26,664	40,000	40,000	-99.26%
F0088 Ella Gladstone Drive Path - Renewal as per AMP	20,857	9,152	9,152	13,720	13,720	127.89%
F0090 DAIP - Disability Access	21,983	33,336	33,336	50,000	50,000	-34.06%
F0091 Criterion Track Bovell Oval	17,768	11,848	11,848	17,768	17,768	49.97%
	603,547	1,015,088	1,015,088	1,522,615	1,522,615	-40.54%
Drainage Construction - Street						
D0009 Busseton LIA - Geocatch Drain Partnership WSUD Improvements	480	0	0	30,000	30,000	0.00%
D0017 Chain Avenue - Drainage Works	41,619	41,621	0	41,621	0	-0.01%
D0020 Glenmeier Ramble Drainage Upgrade	0	33,800	33,800	50,700	50,700	-100.00%
D0021 Chugg Road Drainage Upgrade	2,575	66,672	66,672	100,000	100,000	-96.14%
D0022 West Street Drainage Improvements	5,947	8,368	8,368	12,551	12,551	-28.93%
	50,621	150,461	108,840	234,872	193,251	-66.36%
Car Parking Construction						
C0013 Yallingup Beach Car Park	76,128	53,039	44,312	75,199	66,472	43.53%
C0044 Meelup Coastal Nodes - Carpark upgrade	106,843	69,133	69,133	138,270	138,270	54.55%
C0050 Forth Street Groyne Carpark - Formalise and Seal	0	36,400	36,400	54,600	54,600	-100.00%
C0051 Vasse Oval Gravel Car Parking - Dawson (Eastern Side)	1,419	133,336	133,336	200,000	200,000	-98.94%

City of Busselton

Capital Acquisition Report

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Description		2019/ 20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
C0052	Vasse Kaloorup Oval Carpark Development	8,290	193,336	173,336	280,000	260,000	-95.71%
		192,680	485,244	456,517	748,069	719,342	-60.29%
Bridges Construction							
A0014	Bussell Highway - 0241	0	248,000	248,000	744,000	744,000	-100.00%
A0022	Yallingup Beach Road Bridge - 3347	0	0	0	700,000	700,000	0.00%
A0023	Kaloorup Road Bridge - 3381	0	0	0	138,000	138,000	0.00%
A0024	Boallia Road Bridge - 4854	0	0	0	138,000	138,000	0.00%
		0	248,000	248,000	1,720,000	1,720,000	-100.00%
Cycleways Construction							
F1005	End of Trip Facilities for Cyclists	9,571	23,336	23,336	35,000	35,000	-58.99%
F1021	Wayfinding for Cyclists	0	10,000	10,000	15,000	15,000	-100.00%
		9,571	33,336	33,336	50,000	50,000	-71.29%
Townscape Construction							
C1001	Queen Street Upgrade - Duchess to Kent Street	64,992	120,000	120,000	120,000	120,000	-45.84%
C1024	Dunsborough Road Access Improvements Stage 1	59,492	128,816	128,816	193,221	193,221	-53.82%
C1026	Townscape Works Dunsborough	4,406	348,672	348,672	523,000	523,000	-98.74%
		128,891	597,488	597,488	836,221	836,221	-78.43%
Boat Ramps Construction							
C1502	Old Dunsborough Boat Ramp Finger Jetty	1,800	10,000	10,000	10,000	10,000	-82.00%
C1503	Quindalup Sea Rescue Boat Ramp	0	10,000	10,000	10,000	10,000	-100.00%
C1504	Abbey Boat Ramp Upgrade	1,164	10,000	10,000	10,000	10,000	-88.37%
C1512	Port Geographe Boat Ramp Renewal Works	486,562	313,872	313,872	470,810	470,810	55.02%
		489,526	343,872	343,872	500,810	500,810	42.36%
Depot Construction							
C2006	Depot Washdown Facility Upgrades	0	55,000	55,000	82,500	82,500	-100.00%
		0	55,000	55,000	82,500	82,500	-100.00%
Beach Restoration							
C2504	Groyne Construction	0	15,168	15,168	22,754	22,754	-100.00%
C2512	Sand Re-Nourishment	241,279	174,074	174,074	259,240	259,240	38.61%
C2520	Coastal Protection Works	34,098	36,664	36,664	55,000	55,000	-7.00%
C2523	Broadwater Beach Coastal Protection Stage 1 of 4	72,105	98,904	98,904	403,355	403,355	-27.10%
C2524	Wonnerup Coastal Defence (Groyne)	3,321	0	0	0	0	0.00%
C2525	Wonnerup Groynes 3, 5, & 6	143,696	102,031	90,664	147,367	136,000	40.84%
C2526	Baudin/ Wonnerup Groynes	9,660	192,280	192,280	288,419	288,419	-94.98%
C2527	Storm Damage Renewal of Infrastructure	0	7,792	7,792	11,692	11,692	-100.00%
C2528	Craig Street Groyne and Sea Wall	167,724	147,121	56,136	175,194	84,209	14.00%
		671,882	774,034	671,682	1,363,021	1,260,669	-13.20%
Parks, Gardens & Reserves							

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Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
C3007 Park Furniture Replacement - Replace aged & unsafe Equip	4,937	20,000	20,000	30,000	30,000	-75.32%
C3017 Bovell Park - Upgrade Lighting	62,442	48,064	48,064	72,100	72,100	29.91%
C3024 Dunsborough Oval - Lighting Upgrade	52,931	36,664	36,664	55,000	55,000	44.37%
C3046 Dunsborough - BMX / Skatebowl	599	5,000	5,000	5,000	5,000	-88.03%
C3048 BBQ Placement and Replacement	3,617	15,000	15,000	15,000	15,000	-75.89%
C3066 West Swim Jetty	0	20,000	20,000	20,000	20,000	-100.00%
C3096 Yallingup Park - Upgrades	7,768	14,000	14,000	14,000	14,000	-44.51%
C3103 Youth Skate Park	0	15,000	15,000	15,000	15,000	-100.00%
C3116 Dawson Park (McIntyre St Pos)	0	0	0	110,000	110,000	0.00%
C3122 Rails to Trails - Continuation of Implementation Plan	128,824	498,538	498,538	544,757	544,757	-74.16%
C3136 Vasse Oval Kaloorup - Grassing of Existing Oval	42,061	120,000	120,000	120,000	120,000	-64.95%
C3145 Churchill Park	27,630	273,244	273,244	533,439	533,439	-89.89%
C3146 Dunsborough Town Centre/ Foreshore	1,162	15,000	15,000	15,000	15,000	-92.25%
C3158 Port Geographe - Casurina Replacements on Layman Road	17,664	11,776	11,776	17,664	17,664	50.00%
C3159 Port Geographe - Burgee Cove (Western Side of Bridge)	27,656	21,836	21,836	24,000	24,000	26.65%
C3160 Port Geographe - Reticulated POS at Layman Road	18,374	17,500	17,500	17,500	17,500	4.99%
C3163 Port Geographe - Outstanding Minor Repairs	14,999	10,000	10,000	15,000	15,000	49.99%
C3166 Vasse River Foreshore - Bridge to Bridge	33,721	72,936	72,936	109,399	109,399	-53.77%
C3176 Geographe Bay Road (Earnshaw) Coastal Fencing Renewal	1,511	0	0	10,000	10,000	0.00%
C3177 Shade Sail Program Dawson Park/ Cloisters	47,105	50,000	50,000	50,000	50,000	-5.79%
C3187 Port Geographe Reticulation Upgrades	18,405	44,552	44,552	66,823	66,823	-58.69%
C3192 Foreshore Renewal HighStreet to CareyStreet	0	26,000	26,000	26,000	26,000	-100.00%
C3193 Cricket Wicket Renewal	11,639	8,664	8,664	13,000	13,000	34.33%
C3194 Meelup Regional Park - Capital Projects	0	0	0	163,000	163,000	0.00%
C3195 Centennial Park (West of Banks Ave) - Lighting Renewal	4,274	6,664	6,664	10,000	10,000	-35.87%
C3196 Centennial Park (West of Banks Ave) - Renewal of Beach Shower	8,495	6,664	6,664	10,000	10,000	27.48%
C3197 Riverbank POS - Renewal of Riverbank Platform	8,780	10,000	10,000	10,000	10,000	-12.20%
C3198 Vasse SAR Area General Improvements to the Area	20,633	0	0	25,000	25,000	0.00%
C3199 Vasse SAR Area Installation of Shade Sails	0	25,000	25,000	25,000	25,000	-100.00%
C3200 Provenance SAR Area General Improvements to the Area	1,497	0	0	75,000	75,000	0.00%
C3201 Port Geographe - Stage 3 Reticulation Upgrade	25,313	100,000	100,000	150,000	150,000	-74.69%
C3202 Port Geographe Street Light Replacement	0	25,000	25,000	50,000	50,000	-100.00%
C3203 Port Geographe General Improvements/ Foreshore	1,406	0	0	30,000	30,000	0.00%
C3204 Port Geographe Eastern Side of Footbridge Landscaping Upgrad	379	0	0	20,000	20,000	0.00%
C3205 Port Geographe Native Planting area in front Sensations cafe	286	0	0	15,000	15,000	0.00%
C3209 Busseton Town Centre CBD	0	15,000	15,000	15,000	15,000	-100.00%

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Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
C3210 McBride Park - POS Upgrade	55	0	0	32,538	32,538	0.00%
C3211 Tulloh St (Geographe Bay Road) - POS Upgrade	0	0	0	90,332	90,332	0.00%
C3212 Siesta Park -Beach Access - POS Upgrade	0	0	0	13,056	13,056	0.00%
C3213 Cabarita Road - POS Upgrade	55	0	0	100,000	100,000	0.00%
C3214 Kingsford Road - POS Upgrade	0	0	0	150,653	150,653	0.00%
C3215 Monash Way - POS Upgrade	0	0	0	167,174	167,174	0.00%
C3216 Wagon Road - POS Upgrade	0	0	0	167,174	167,174	0.00%
C3217 Limestone Quarry - POS Upgrade	0	0	0	167,174	167,174	0.00%
C3218 Dolphin Road - POS Upgrade	0	0	0	91,000	91,000	0.00%
C3219 Kingfish/ Costello - POS Upgrade	0	0	0	91,000	91,000	0.00%
C3220 Quindalup Old Tennis Courts Site - POS Upgrade	0	0	0	149,587	149,587	0.00%
C3221 Cape Naturalise - POS Upgrade	0	0	0	167,392	167,392	0.00%
C3222 King St Reserve Park - POS Upgrade	0	0	0	147,348	147,348	0.00%
C3497 Busselton Jetty - Capital Expenditure	222,531	850,000	850,000	1,700,000	1,700,000	-73.82%
	816,747	2,382,102	2,382,102	5,731,110	5,731,110	-65.71%
Airport Construction						
C6025 Installation of Bird Netting	74,823	185,240	185,240	185,240	185,240	-59.61%
	74,823	185,240	185,240	185,240	185,240	-59.61%
Cemetery Capital Works						
C1604 Pioneer Cemetery Infrastructure Upgrades	8,189	33,616	33,616	50,425	50,425	-75.64%
C1605 Busselton Cemetery Infrastructure Upgrades	17,313	40,000	40,000	40,000	40,000	-56.72%
C1608 Dunsborough Cemetery - Car Park & Internal Upgrades	46,560	74,000	74,000	74,000	74,000	-37.08%
C1609 Pioneer Cemetery - Implement Conservation Plan	13,500	5,000	5,000	20,000	20,000	170.01%
C1610 Dunsborough Cemetery	7,602	20,000	20,000	20,000	20,000	-61.99%
	93,165	172,616	172,616	204,425	204,425	-46.03%
Beach Front Infrastructure Works						
C1758 Beach Access Stairs - Bay View Crescent	0	13,272	13,272	19,910	19,910	-100.00%
C1760 King Street Reserve - Park Upgrade (Coastal Node)	0	47,664	47,664	71,499	71,499	-100.00%
C1761 Geographe Bay Road (Seagrott Road) Beach Access Renewal	18,926	25,000	25,000	25,000	25,000	-24.30%
	18,926	85,936	85,936	116,409	116,409	-77.98%
Aged Housing - Infrastructure Works						
C3451 Aged Housing Infrastructure (Upgrade)	0	12,000	12,000	12,000	12,000	-100.00%
	0	12,000	12,000	12,000	12,000	-100.00%
Sanitation Infrastructure						
C3479 Vidler Road Waste Site Capital Improvements	34,847	258,984	258,984	388,480	388,480	-86.54%
C3481 Transfer Station Development	8,874	303,008	303,008	454,510	454,510	-97.07%
C3485 Site Rehabilitation - Busselton	4,436	666,672	666,672	1,000,000	1,000,000	-99.33%
C3487 Site Rehabilitation - Dunsborough	290	1,000,000	1,000,000	1,500,000	1,500,000	-99.97%
	48,447	2,228,664	2,228,664	3,342,990	3,342,990	-97.83%

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Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
Airport Development						
C6087 Airport Construction Stage 2, Landside Civils & Services Inf	8,850	0	0	0	0	0.00%
C6091 Airport Construction Stage 2, Noise Management Plan	0	579,704	579,704	869,550	869,550	-100.00%
C6092 Airport Construction Stage 2, Airfield	6,200	0	0	0	0	0.00%
C6099 Airport Development - Project Expenses	138,645	711,684	791,684	1,066,760	1,187,110	-80.52%
	153,695	1,291,388	1,371,388	1,936,310	2,056,660	-88.10%
Main Roads						
S0035 Strelley Street / Barlee Street Roundabout	141,128	107,390	10,840	112,809	16,259	31.42%
S0051 Causeway Road / Rosemary Drive Roundabout	63,981	937,784	937,784	1,406,680	1,406,680	-93.18%
S0064 Peel Terrace (Stanley Pl/Cammilleri St Intersection Upgrade)	6,695	283,944	283,944	425,912	425,912	-97.64%
S0068 Georgiana Molloy Bus Bay Facilities	10,848	14,784	0	14,784	0	-26.62%
S0069 Peel Terrace (Brown Street Intersection Upgrades)	205	163,896	163,896	245,849	245,849	-99.87%
S0070 Peel & Queen Street Roundabout Service Relocation	0	500,000	500,000	750,000	750,000	-100.00%
S0071 Ludlow-Hithergreen Road Safety Improvements	546,270	192,168	192,168	576,500	576,500	184.27%
S0072 Kaloorup Road - Reconstruct and Seal Shoulders	4,784	175,000	175,000	420,000	420,000	-97.27%
S0317 Naturaliste Terrace Asphalt Overlay	45,291	45,291	0	45,291	0	0.00%
S0321 Yoongarillup Road - Second Coat Seal	274	34,000	34,000	51,000	51,000	-99.19%
S0322 Wonnerup East Road - Prune re-Shoulder an Reseal	53,772	86,008	86,008	129,000	129,000	-37.48%
S0323 Piggot Road - Second Coat Seal	0	8,680	8,680	13,000	13,000	-100.00%
S0324 Georgette Street - Reconstruction & Kerbs	0	44,672	44,672	67,000	67,000	-100.00%
S0325 Hansen Road - Asphalt Overlay & Kerbing	53,396	44,016	44,016	66,000	66,000	21.31%
S0326 Pries Road - Gravel Resheet	4,949	8,840	8,840	13,250	13,250	-44.02%
S0327 Florence Road - Gravel Resheet	20,818	8,528	8,528	12,783	12,783	144.11%
	952,410	2,655,001	2,498,376	4,349,858	4,193,233	-64.13%
Roads to Recovery						
T0019 Wonnerup South Road - Reconstruct and Widening (narrow seal)	226,058	416,360	416,360	624,535	624,535	-45.71%
T0085 Yoongarillup Road - Reconstruct Intersection at Vasse H/Way	4,858	140,000	140,000	210,000	210,000	-96.53%
T0086 Yoongarillup Road - Reconstruct & Widen (Western Section)	46,111	985,408	985,408	1,478,100	1,478,100	-95.32%
	277,028	1,541,768	1,541,768	2,312,635	2,312,635	-82.03%
Black Spot						
V0002 Eastern Link - Busselton Traffic Study	1,752,060	500,000	500,000	2,500,000	2,500,000	250.41%
V0003 Roundabout to Eastern Link Bridge	0	60,000	60,000	300,000	300,000	-100.00%
V0004 Eastern Link Shared Path & Environmental Offsets	770	40,000	40,000	200,000	200,000	-98.08%
V0005 Eastern Link Ford Road Environmental Approvals	116,833	25,000	25,000	150,000	150,000	367.33%
	1,869,663	625,000	625,000	3,150,000	3,150,000	199.15%

City of BussetonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 29 February 2020

Description	2019/20 Actual	2019/20 Amended Budget YTD	2019/20 Original Budget YTD	2019/20 Amended Budget	2019/20 Original Budget	2019/20 Budget YTD Variance
Council Roads Initiative						
W0003 Franklin Road - Gravel Resheet	20,015	23,336	23,336	35,000	35,000	-14.23%
W0015 Gale Road - Reconstruction (50% Council)	5,816	20,000	20,000	30,000	30,000	-70.92%
W0055 Lindberg Road	29,983	12,424	12,424	18,641	18,641	141.33%
W0067 Ford Road Reconstruct and Asphalt Overlay	152,135	193,336	193,336	290,000	290,000	-21.31%
W0084 Vasse Yallingup Siding Road	32,063	27,322	13,344	33,991	20,013	17.35%
W0091 Carburnup South Road - Gravel Resheet	13,256	12,536	12,536	18,800	18,800	5.74%
W0094 Fairway Drive - Intersection Works	220,847	180,000	180,000	270,000	270,000	22.69%
W0114 Wonnerup South Road - Reconstruct and Widening (narrow seal)	123,616	470,304	470,304	705,465	705,465	-73.72%
W0126 Gulberti Road - Gravel Resheet	57,960	40,000	40,000	60,000	60,000	44.90%
W0176 Signage (Alternate CBD Entry)	152	10,664	10,664	16,000	16,000	-98.57%
W0195 Yallingup Beach Road	43,039	43,039	0	43,039	0	0.00%
W0216 Fredrick Street Partial Reconstruction	1,440	26,664	26,664	40,000	40,000	-94.60%
W0224 Jones Way Asphalt Overlay	93,619	67,704	49,456	92,430	74,182	38.28%
W0227 William Drive - Asphalt Overlay, Kerb & Drainage	114,865	114,656	114,656	171,992	171,992	0.18%
W0230 Short Street - Asphalt Overlay & Kerb	18,877	44,672	44,672	67,000	67,000	-57.74%
W0231 Carey Street - Asphalt Overlay & Kerb	931	116,672	116,672	175,000	175,000	-99.20%
W0232 Stanley Street - Asphalt Overlay, Kerbing & Parking	573	98,008	98,008	147,000	147,000	-99.42%
W0233 Centurion Way - Asphalt Overlay & Kerbing	94,965	86,672	86,672	130,000	130,000	9.57%
W0234 King Street - Reconstruction, Drainage & Asphalt Overlay	110,990	345,336	345,336	518,000	518,000	-67.86%
W0235 Eagle Place - Asphalt Overlay & Kerbing	23,366	21,336	21,336	32,000	32,000	9.51%
W0236 Achurch Place - Asphalt Overlay & Kerbing	55,931	60,016	60,016	90,000	90,000	-6.81%
W0237 Hovea Crescent - Asphalt Overlay, Kerb & Intersection Works	323,105	144,000	144,000	216,000	216,000	124.38%
W0238 Sutton Way - Asphalt Overlay & Kerb	54,984	47,328	47,328	71,000	71,000	16.18%
W0239 Silverglen Avenue - Asphalt Overlay, Kerb & Drainage	25,148	26,656	26,656	40,000	40,000	-5.66%
W0240 Metricup Yelverton Road - Gravel Resheet	5,104	38,000	38,000	57,000	57,000	-86.57%
W0241 Hemsley Road - Gravel Resheet	40,369	28,008	28,008	42,000	42,000	44.13%
W0242 Doyle Road - Gravel Resheet	27,473	14,664	14,664	22,000	22,000	87.35%
W0243 Alfred Road - Gravel Resheet	5,525	33,336	33,336	50,000	50,000	-83.43%
W0244 Koorabin Drive - Reconstruction & Intersection	1,059	96,000	96,000	144,000	144,000	-98.90%
W0245 Wilson Avenue Quindalup	6,478	68,522	0	68,522	0	-90.55%
	1,703,684	2,511,211	2,367,424	3,694,880	3,551,093	-32.16%
Sub-Total Infrastructure	9,468,913	21,560,980	21,297,623	37,545,346	36,851,773	-56.08%
Grand Total - Capital Acquisitions	13,596,317	32,572,454	37,419,064	51,894,878	60,571,300	

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
100 Airport Infrastructure Renewal Reserve						
Accumulated Reserves at Start of Year	1,821,552.89	1,821,552.89	1,821,552.89	1,821,552.89	1,821,552.89	1,325,501.46
Interest transfer to Reserves	21,690.89	27,032.00	27,032.00	40,548.00	40,548.00	41,231.55
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	536,450.00
Transfer to Muni	0.00	(92,620.00)	(92,620.00)	(135,250.00)	(156,250.00)	(81,630.12)
	<u>1,843,243.78</u>	<u>1,755,964.89</u>	<u>1,755,964.89</u>	<u>1,726,850.89</u>	<u>1,705,850.89</u>	<u>1,821,552.89</u>
136 Airport Marketing and Incentive Reserve						
Accumulated Reserves at Start of Year	3,396,150.77	3,396,150.77	3,396,150.77	3,396,150.77	3,396,150.77	1,583,014.10
Interest transfer to Reserves	42,958.22	50,408.00	50,408.00	75,612.00	75,612.00	77,306.67
Transfer from Muni	258,800.00	258,800.00	258,800.00	526,416.00	526,416.00	1,735,830.00
Transfer to Muni	0.00	0.00	0.00	(1,360,230.00)	(1,360,230.00)	0.00
	<u>3,697,908.99</u>	<u>3,705,358.77</u>	<u>3,705,358.77</u>	<u>2,637,948.77</u>	<u>2,637,948.77</u>	<u>3,396,150.77</u>
143 Airport Noise Mitigation Reserve						
Accumulated Reserves at Start of Year	890,709.89	890,709.89	890,709.89	890,709.89	890,709.89	0.00
Interest transfer to Reserves	10,602.64	13,224.00	13,224.00	19,836.00	19,836.00	21,159.89
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	869,550.00
Transfer to Muni	0.00	0.00	0.00	(869,550.00)	(869,550.00)	0.00
	<u>901,312.53</u>	<u>903,933.89</u>	<u>903,933.89</u>	<u>40,995.89</u>	<u>40,995.89</u>	<u>890,709.89</u>
147 Airport Development Reserve						
Interest transfer to Reserves	864.39	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	110,592.00	110,592.00	110,592.00	165,882.00	165,882.00	0.00
Transfer to Muni	0.00	0.00	0.00	(165,882.00)	(165,882.00)	0.00
	<u>111,456.39</u>	<u>110,592.00</u>	<u>110,592.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
148 Airport Existing Terminal Building Reserve						
Accumulated Reserves at Start of Year	39,882.21	39,882.21	39,882.21	39,882.21	39,882.21	0.00
Interest transfer to Reserves	474.73	592.00	592.00	888.00	888.00	882.21
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	39,000.00
	<u>40,356.94</u>	<u>40,474.21</u>	<u>40,474.21</u>	<u>40,770.21</u>	<u>40,770.21</u>	<u>39,882.21</u>
106 Building Asset Renewal Reserve						
Accumulated Reserves at Start of Year	1,725,055.66	1,725,055.66	1,725,055.66	1,725,055.66	1,725,055.66	1,193,933.21
Interest transfer to Reserves	23,974.15	25,600.00	25,600.00	38,400.00	38,400.00	29,072.58
Transfer from Muni	484,768.00	484,768.00	484,768.00	727,148.00	727,148.00	894,362.38
Transfer to Muni	0.00	0.00	0.00	(751,536.00)	(751,536.00)	(392,312.51)
	<u>2,233,797.81</u>	<u>2,235,423.66</u>	<u>2,235,423.66</u>	<u>1,739,067.66</u>	<u>1,739,067.66</u>	<u>1,725,055.66</u>
404 Barnard Park Sports Pavilion Building Reserve						
Accumulated Reserves at Start of Year	10,666.20	10,666.20	10,666.20	10,666.20	10,666.20	0.00
Interest transfer to Reserves	287.52	160.00	160.00	240.00	240.00	166.20
Transfer from Muni	20,152.00	20,152.00	20,152.00	30,226.00	30,226.00	10,500.00
	<u>31,105.72</u>	<u>30,978.20</u>	<u>30,978.20</u>	<u>41,132.20</u>	<u>41,132.20</u>	<u>10,666.20</u>

City of Busselton

Reserves Movement Report

For The Period Ending 29 February 2020

2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
\$	\$	\$	\$	\$	\$

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
405 Railway House Building Reserve						
Accumulated Reserves at Start of Year	16,761.18	16,761.18	16,761.18	16,761.18	16,761.18	0.00
Interest transfer to Reserves	306.60	248.00	248.00	372.00	372.00	261.18
Transfer from Muni	13,088.00	13,088.00	13,088.00	19,635.00	19,635.00	16,500.00
	<u>30,155.78</u>	<u>30,097.18</u>	<u>30,097.18</u>	<u>36,768.18</u>	<u>36,768.18</u>	<u>16,761.18</u>
406 Youth and Community Activities Building Reserve						
Accumulated Reserves at Start of Year	45,712.30	45,712.30	45,712.30	45,712.30	45,712.30	0.00
Interest transfer to Reserves	780.45	680.00	680.00	1,020.00	1,020.00	712.30
Transfer from Muni	28,560.00	28,560.00	28,560.00	42,840.00	42,840.00	45,000.00
Transfer to Muni	0.00	0.00	0.00	(10,000.00)	(10,000.00)	0.00
	<u>75,052.75</u>	<u>74,952.30</u>	<u>74,952.30</u>	<u>79,572.30</u>	<u>79,572.30</u>	<u>45,712.30</u>
407 Busselton Library Building Reserve						
Accumulated Reserves at Start of Year	85,071.29	85,071.29	85,071.29	85,071.29	85,071.29	0.00
Interest transfer to Reserves	1,291.16	1,264.00	1,264.00	1,896.00	1,896.00	1,440.29
Transfer from Muni	30,464.00	30,464.00	30,464.00	45,696.00	45,696.00	83,631.00
Transfer to Muni	0.00	0.00	0.00	(111,000.00)	(111,000.00)	0.00
	<u>116,826.45</u>	<u>116,799.29</u>	<u>116,799.29</u>	<u>21,663.29</u>	<u>21,663.29</u>	<u>85,071.29</u>
131 Busselton Community Resource Centre Reserve						
Accumulated Reserves at Start of Year	190,875.82	190,875.82	190,875.82	190,875.82	190,875.82	156,653.93
Interest transfer to Reserves	2,674.79	2,832.00	2,832.00	4,248.00	4,248.00	4,352.89
Transfer from Muni	43,198.00	43,198.00	43,198.00	86,394.00	86,394.00	29,869.00
Transfer to Muni	0.00	0.00	0.00	(5,160.00)	(5,160.00)	0.00
	<u>236,748.61</u>	<u>236,905.82</u>	<u>236,905.82</u>	<u>276,357.82</u>	<u>276,357.82</u>	<u>190,875.82</u>
408 Busselton Jetty Tourist Park Reserve						
Accumulated Reserves at Start of Year	159,725.80	159,725.80	159,725.80	159,725.80	159,725.80	0.00
Interest transfer to Reserves	3,097.70	2,368.00	2,368.00	3,552.00	3,552.00	3,454.93
Transfer from Muni	172,472.00	172,472.00	172,472.00	258,708.00	258,708.00	218,272.00
Transfer to Muni	0.00	0.00	0.00	(287,610.00)	(287,610.00)	(62,001.13)
	<u>335,295.50</u>	<u>334,565.80</u>	<u>334,565.80</u>	<u>134,375.80</u>	<u>134,375.80</u>	<u>159,725.80</u>
409 Geographe Leisure Centre Building Reserve						
Accumulated Reserves at Start of Year	381,186.42	381,186.42	381,186.42	381,186.42	381,186.42	0.00
Interest transfer to Reserves	6,025.26	5,656.00	5,656.00	8,484.00	8,484.00	7,716.49
Transfer from Muni	173,680.00	173,680.00	173,680.00	260,521.00	260,521.00	476,928.00
Transfer to Muni	0.00	(400,000.00)	(400,000.00)	(555,900.00)	(555,900.00)	(103,458.07)
	<u>560,891.68</u>	<u>160,522.42</u>	<u>160,522.42</u>	<u>94,291.42</u>	<u>94,291.42</u>	<u>381,186.42</u>
331 Joint Venture Aged Housing Reserve						
Accumulated Reserves at Start of Year	1,085,870.41	1,085,870.41	1,085,870.41	1,085,870.41	1,085,870.41	997,854.77
Interest transfer to Reserves	13,243.43	16,120.00	16,120.00	24,180.00	24,180.00	27,824.81
Transfer from Muni	85,824.00	85,824.00	85,824.00	128,741.00	128,741.00	182,877.12
Transfer to Muni	0.00	0.00	0.00	(152,000.00)	(152,000.00)	(122,686.29)
Interest transfer to Reserves	2,602.66	3,152.00	3,152.00	4,728.00	4,728.00	4,702.72

City of Busselton

Reserves Movement Report

For The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
Transfer from Muni	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 63,103.70
Transfer to Muni	0.00	0.00	0.00	(126,000.00)	(126,000.00)	(42,022.95)
	<u>215,103.82</u>	<u>215,653.16</u>	<u>215,653.16</u>	<u>91,229.16</u>	<u>91,229.16</u>	<u>212,501.16</u>

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
410 Naturaliste Community Centre Building Reserve						
Accumulated Reserves at Start of Year	63,745.73	63,745.73	63,745.73	63,745.73	63,745.73	0.00
Interest transfer to Reserves	1,109.87	944.00	944.00	1,416.00	1,416.00	2,078.93
Transfer from Muni	39,808.00	39,808.00	39,808.00	59,708.00	59,708.00	159,147.00
Transfer to Muni	0.00	0.00	0.00	(12,000.00)	(12,000.00)	(97,480.20)
	<u>104,663.60</u>	<u>104,497.73</u>	<u>104,497.73</u>	<u>112,869.73</u>	<u>112,869.73</u>	<u>63,745.73</u>
411 Civic and Administration Building Reserve						
Accumulated Reserves at Start of Year	187,928.40	187,928.40	187,928.40	187,928.40	187,928.40	0.00
Interest transfer to Reserves	3,760.19	2,792.00	2,792.00	4,188.00	4,188.00	2,928.40
Transfer from Muni	188,000.00	188,000.00	188,000.00	282,000.00	282,000.00	185,000.00
Transfer to Muni	0.00	0.00	0.00	(105,920.00)	(105,920.00)	0.00
	<u>379,688.59</u>	<u>378,720.40</u>	<u>378,720.40</u>	<u>368,196.40</u>	<u>368,196.40</u>	<u>187,928.40</u>
412 Vasse Sports Pavilion Building Reserve						
Interest transfer to Reserves	2.83	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	360.00	360.00	360.00	536.00	536.00	0.00
	<u>362.83</u>	<u>360.00</u>	<u>360.00</u>	<u>536.00</u>	<u>536.00</u>	<u>0.00</u>
110 Jetty Maintenance Reserve						
Accumulated Reserves at Start of Year	4,806,278.94	4,806,278.94	4,806,278.94	4,806,278.94	4,806,278.94	4,193,450.51
Interest transfer to Reserves	62,823.33	71,336.00	71,336.00	107,004.00	107,004.00	108,240.24
Transfer from Muni	550,155.00	550,155.00	550,155.00	1,286,516.00	1,286,516.00	1,249,044.00
Transfer to Muni	0.00	(850,000.00)	(850,000.00)	(3,057,095.00)	(2,982,095.00)	(744,455.81)
	<u>5,419,257.27</u>	<u>4,577,769.94</u>	<u>4,577,769.94</u>	<u>3,142,703.94</u>	<u>3,217,703.94</u>	<u>4,806,278.94</u>
150 Jetty Self Insurance Reserve						
Accumulated Reserves at Start of Year	365,698.37	365,698.37	365,698.37	365,698.37	365,698.37	0.00
Interest transfer to Reserves	4,770.32	5,424.00	5,424.00	8,136.00	8,136.00	5,698.37
Transfer from Muni	40,000.00	40,000.00	40,000.00	60,000.00	60,000.00	360,000.00
	<u>410,468.69</u>	<u>411,122.37</u>	<u>411,122.37</u>	<u>433,834.37</u>	<u>433,834.37</u>	<u>365,698.37</u>
222 Asset Depreciation Reserve						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	563,412.18
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	14,029.57
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(577,441.75)
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
223 Road Asset Renewal Reserve						
Accumulated Reserves at Start of Year	1,119,116.75	1,119,116.75	1,119,116.75	1,119,116.75	1,119,116.75	1,299,765.50
Interest transfer to Reserves	29,947.25	16,608.00	16,608.00	24,912.00	24,912.00	49,255.16
Transfer from Muni	2,305,416.00	2,305,416.00	2,305,416.00	3,458,128.00	3,458,128.00	2,550,956.00
Transfer to Muni	0.00	0.00	0.00	(4,486,734.00)	(4,161,474.00)	(2,780,859.91)
	<u>3,454,480.00</u>	<u>3,441,140.75</u>	<u>3,441,140.75</u>	<u>115,422.75</u>	<u>440,682.75</u>	<u>1,119,116.75</u>
224 Footpath/ Cycle Ways Reserve						

City of Busselton

Reserves Movement Report

For The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
Accumulated Reserves at Start of Year	3,670.90	3,670.90	3,670.90	3,670.90	3,670.90	0.00
Interest transfer to Reserves	5,479.23	56.00	56.00	84.00	84.00	3,670.90
Transfer from Muni	789,736.00	789,736.00	789,736.00	1,184,602.00	1,184,602.00	231,906.00
Transfer to Muni	0.00	0.00	0.00	(1,147,590.00)	(1,147,590.00)	(231,906.00)
	<u>798,886.13</u>	<u>793,462.90</u>	<u>793,462.90</u>	<u>40,766.90</u>	<u>40,766.90</u>	<u>3,670.90</u>

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
226 Other Infrastructure (Drainage, Signage, Etc.) Reserve						
Interest transfer to Reserves	1,808.16	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	231,336.00	231,336.00	231,336.00	347,000.00	347,000.00	0.00
Transfer to Muni	0.00	0.00	0.00	(316,950.00)	(316,950.00)	0.00
	<u>233,144.16</u>	<u>231,336.00</u>	<u>231,336.00</u>	<u>30,050.00</u>	<u>30,050.00</u>	<u>0.00</u>
225 Parks, Gardens and Reserves Reserve						
Interest transfer to Reserves	6,325.86	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	809,336.00	809,336.00	809,336.00	1,214,001.00	1,214,001.00	0.00
Transfer to Muni	0.00	0.00	0.00	(1,214,000.00)	(1,134,000.00)	0.00
	<u>815,661.86</u>	<u>809,336.00</u>	<u>809,336.00</u>	<u>1.00</u>	<u>80,001.00</u>	<u>0.00</u>
151 Furniture and Equipment Reserve						
Transfer from Muni	0.00	0.00	0.00	364,900.00	364,900.00	0.00
Transfer to Muni	0.00	0.00	0.00	(364,900.00)	(364,900.00)	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
115 Plant Replacement Reserve						
Accumulated Reserves at Start of Year	1,205,526.70	1,205,526.70	1,205,526.70	1,205,526.70	1,205,526.70	2,185,395.64
Interest transfer to Reserves	15,018.86	17,896.00	17,896.00	26,844.00	26,844.00	61,462.25
Transfer from Muni	600,488.00	600,488.00	600,488.00	900,737.00	900,737.00	1,115,712.71
Transfer to Muni	0.00	0.00	0.00	(1,187,450.00)	(1,418,950.00)	(2,157,043.90)
	<u>1,821,033.56</u>	<u>1,823,910.70</u>	<u>1,823,910.70</u>	<u>945,657.70</u>	<u>714,157.70</u>	<u>1,205,526.70</u>
137 Major Traffic Improvements Reserve						
Accumulated Reserves at Start of Year	1,495,577.97	1,495,577.97	1,495,577.97	1,495,577.97	1,495,577.97	432,138.26
Interest transfer to Reserves	23,360.57	22,200.00	22,200.00	33,300.00	33,300.00	30,752.10
Transfer from Muni	752,472.00	752,472.00	752,472.00	1,128,705.00	1,128,705.00	1,211,110.00
Transfer to Muni	0.00	(250,000.00)	(250,000.00)	(2,400,000.00)	(2,400,000.00)	(178,422.39)
	<u>2,271,410.54</u>	<u>2,020,249.97</u>	<u>2,020,249.97</u>	<u>257,582.97</u>	<u>257,582.97</u>	<u>1,495,577.97</u>
132 CBD Enhancement Reserve						
Accumulated Reserves at Start of Year	171,316.34	171,316.34	171,316.34	171,316.34	171,316.34	122,490.23
Interest transfer to Reserves	4,950.26	2,544.00	2,544.00	3,816.00	3,816.00	3,706.11
Transfer from Muni	364,292.00	364,292.00	364,292.00	560,188.00	560,188.00	45,120.00
Transfer to Muni	0.00	0.00	0.00	(643,000.00)	(643,000.00)	0.00
	<u>540,558.60</u>	<u>538,152.34</u>	<u>538,152.34</u>	<u>92,320.34</u>	<u>92,320.34</u>	<u>171,316.34</u>
127 New Infrastructure Development Reserve						
Accumulated Reserves at Start of Year	1,803,171.42	1,803,171.42	1,803,171.42	1,803,171.42	1,803,171.42	1,834,714.76
Interest transfer to Reserves	21,153.88	26,760.00	26,760.00	40,140.00	40,140.00	51,101.03
Transfer from Muni	132,681.20	128,416.00	128,416.00	192,627.00	192,627.00	410,941.00
Transfer to Muni	0.00	(363,400.00)	(363,400.00)	(1,259,942.00)	(1,259,942.00)	(493,585.37)
	<u>1,957,006.50</u>	<u>1,594,947.42</u>	<u>1,594,947.42</u>	<u>775,996.42</u>	<u>775,996.42</u>	<u>1,803,171.42</u>

City of Busselton

Reserves Movement Report

For The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
141 Commonage Precinct Infrastructure Road Reserve						
Accumulated Reserves at Start of Year	231,223.87	231,223.87	231,223.87	231,223.87	231,223.87	225,574.67
Interest transfer to Reserves	2,752.41	3,432.00	3,432.00	5,148.00	5,148.00	5,649.20
	<u>233,976.28</u>	<u>234,655.87</u>	<u>234,655.87</u>	<u>236,371.87</u>	<u>236,371.87</u>	<u>231,223.87</u>

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
114 City Car Parking and Access Reserve						
Accumulated Reserves at Start of Year	1,281,336.70	1,281,336.70	1,281,336.70	1,281,336.70	1,281,336.70	875,925.14
Interest transfer to Reserves	17,476.22	19,016.00	19,016.00	28,524.00	28,524.00	30,250.23
Transfer from Muni	336,792.00	336,792.00	336,792.00	505,188.00	505,188.00	538,024.00
Transfer to Muni	0.00	0.00	0.00	(594,115.00)	(427,549.00)	(162,862.67)
	<u>1,635,604.92</u>	<u>1,637,144.70</u>	<u>1,637,144.70</u>	<u>1,220,933.70</u>	<u>1,387,499.70</u>	<u>1,281,336.70</u>
107 Corporate IT Systems Reserve						
Accumulated Reserves at Start of Year	80,398.99	80,398.99	80,398.99	80,398.99	80,398.99	78,625.03
Interest transfer to Reserves	957.03	1,192.00	1,192.00	1,788.00	1,788.00	1,773.96
	<u>81,356.02</u>	<u>81,590.99</u>	<u>81,590.99</u>	<u>82,186.99</u>	<u>82,186.99</u>	<u>80,398.99</u>
133 Election, Valuation and Corporate Expenses Reserve						
Accumulated Reserves at Start of Year	499,905.97	499,905.97	499,905.97	499,905.97	499,905.97	149,557.64
Interest transfer to Reserves	6,803.05	7,416.00	7,416.00	11,124.00	11,124.00	8,399.33
Transfer from Muni	100,000.00	100,000.00	100,000.00	150,000.00	150,000.00	350,949.00
Transfer to Muni	0.00	(110,000.00)	(110,000.00)	(150,000.00)	(150,000.00)	(9,000.00)
	<u>606,709.02</u>	<u>497,321.97</u>	<u>497,321.97</u>	<u>511,029.97</u>	<u>511,029.97</u>	<u>499,905.97</u>
111 Legal Expenses Reserve						
Accumulated Reserves at Start of Year	577,255.71	577,255.71	577,255.71	577,255.71	577,255.71	557,904.00
Interest transfer to Reserves	6,673.54	8,568.00	8,568.00	12,852.00	12,852.00	15,035.07
Transfer from Muni	0.00	50,689.00	0.00	50,689.00	0.00	61,364.00
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(57,047.36)
	<u>583,929.25</u>	<u>636,512.71</u>	<u>585,823.71</u>	<u>640,796.71</u>	<u>590,107.71</u>	<u>577,255.71</u>
135 Performing Arts and Convention Centre Reserve						
Transfer from Muni	0.00	0.00	0.00	2,705,530.00	2,705,530.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,705,530.00</u>	<u>2,705,530.00</u>	<u>0.00</u>
202 Long Service Leave Reserve						
Accumulated Reserves at Start of Year	3,096,583.00	3,096,583.00	3,096,583.00	3,096,583.00	3,096,583.00	3,111,698.09
Interest transfer to Reserves	36,990.22	45,960.00	45,960.00	68,940.00	68,940.00	93,949.05
Transfer from Muni	166,664.00	166,664.00	166,664.00	250,000.00	250,000.00	384,190.02
Transfer to Muni	0.00	0.00	0.00	(653,950.00)	(653,950.00)	(493,254.16)
	<u>3,300,237.22</u>	<u>3,309,207.00</u>	<u>3,309,207.00</u>	<u>2,761,573.00</u>	<u>2,761,573.00</u>	<u>3,096,583.00</u>
203 Professional Development Reserve						
Accumulated Reserves at Start of Year	122,771.88	122,771.88	122,771.88	122,771.88	122,771.88	113,024.66
Interest transfer to Reserves	1,624.40	1,824.00	1,824.00	2,736.00	2,736.00	3,777.31
Transfer from Muni	46,664.00	46,664.00	46,664.00	70,000.00	70,000.00	70,000.00
Transfer to Muni	0.00	0.00	0.00	(71,930.00)	(71,930.00)	(64,030.09)
	<u>171,060.28</u>	<u>171,259.88</u>	<u>171,259.88</u>	<u>123,577.88</u>	<u>123,577.88</u>	<u>122,771.88</u>
204 Sick Pay Incentive Reserve						

City of Busselton

Reserves Movement Report

For The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
Accumulated Reserves at Start of Year	150,403.55	150,403.55	150,403.55	150,403.55	150,403.55	175,935.04
Interest transfer to Reserves	1,746.68	2,232.00	2,232.00	3,348.00	3,348.00	5,088.12
Transfer from Muni	5,833.00	5,833.00	5,833.00	70,000.00	70,000.00	0.00
Transfer to Muni	0.00	0.00	0.00	(71,930.00)	(71,930.00)	(30,619.61)
	<u>157,983.23</u>	<u>158,468.55</u>	<u>158,468.55</u>	<u>151,821.55</u>	<u>151,821.55</u>	<u>150,403.55</u>

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
124 Workers Compensation and Extended Sick Leave Coningency Res						
Accumulated Reserves at Start of Year	305,100.95	305,100.95	305,100.95	305,100.95	305,100.95	356,227.48
Interest transfer to Reserves	3,423.66	4,528.00	4,528.00	6,792.00	6,792.00	8,873.47
Transfer to Muni	0.00	0.00	0.00	(28,460.00)	(28,460.00)	(60,000.00)
	<u>308,524.61</u>	<u>309,628.95</u>	<u>309,628.95</u>	<u>283,432.95</u>	<u>283,432.95</u>	<u>305,100.95</u>
302 Community Facilities - City District						
Accumulated Reserves at Start of Year	2,552,707.62	2,552,707.62	2,552,707.62	2,552,707.62	2,552,707.62	2,303,095.83
Interest transfer to Reserves	30,970.82	37,888.00	37,888.00	56,832.00	56,832.00	60,897.30
Transfer from Muni	67,557.82	218,336.00	218,336.00	361,740.00	361,740.00	306,049.14
Transfer to Muni	0.00	0.00	0.00	(2,203,795.00)	(2,203,795.00)	(117,334.65)
	<u>2,651,236.26</u>	<u>2,808,931.62</u>	<u>2,808,931.62</u>	<u>767,484.62</u>	<u>767,484.62</u>	<u>2,552,707.62</u>
304 Community Facilities - Broadwater						
Accumulated Reserves at Start of Year	158,523.04	158,523.04	158,523.04	158,523.04	158,523.04	138,048.48
Interest transfer to Reserves	1,927.45	2,352.00	2,352.00	3,528.00	3,528.00	3,656.26
Transfer from Muni	4,590.54	8,336.00	8,336.00	12,500.00	12,500.00	16,818.30
	<u>165,041.03</u>	<u>169,211.04</u>	<u>169,211.04</u>	<u>174,551.04</u>	<u>174,551.04</u>	<u>158,523.04</u>
303 Community Facilities - Busselton						
Accumulated Reserves at Start of Year	44,011.77	44,011.77	44,011.77	44,011.77	44,011.77	34,546.40
Interest transfer to Reserves	567.85	656.00	656.00	984.00	984.00	971.37
Transfer from Muni	5,167.11	13,336.00	13,336.00	20,000.00	20,000.00	8,494.00
Transfer to Muni	0.00	0.00	0.00	(44,000.00)	(44,000.00)	0.00
	<u>49,746.73</u>	<u>58,003.77</u>	<u>58,003.77</u>	<u>20,995.77</u>	<u>20,995.77</u>	<u>44,011.77</u>
305 Community Facilities - Dunsborough						
Accumulated Reserves at Start of Year	188,062.67	188,062.67	188,062.67	188,062.67	188,062.67	166,327.12
Interest transfer to Reserves	2,419.44	2,792.00	2,792.00	4,188.00	4,188.00	4,549.89
Transfer from Muni	19,022.60	16,664.00	16,664.00	25,000.00	25,000.00	17,185.66
	<u>209,504.71</u>	<u>207,518.67</u>	<u>207,518.67</u>	<u>217,250.67</u>	<u>217,250.67</u>	<u>188,062.67</u>
311 Community Facilities - Dunsborough Lakes Estate						
Accumulated Reserves at Start of Year	922,772.84	922,772.84	922,772.84	922,772.84	922,772.84	525,105.39
Interest transfer to Reserves	10,984.32	13,696.00	13,696.00	20,544.00	20,544.00	19,631.45
Transfer from Muni	0.00	185,328.00	185,328.00	277,990.00	277,990.00	378,036.00
	<u>933,757.16</u>	<u>1,121,796.84</u>	<u>1,121,796.84</u>	<u>1,221,306.84</u>	<u>1,221,306.84</u>	<u>922,772.84</u>
306 Community Facilities - Geographe						
Accumulated Reserves at Start of Year	99,175.93	99,175.93	99,175.93	99,175.93	99,175.93	95,061.38
Interest transfer to Reserves	1,191.67	1,472.00	1,472.00	2,208.00	2,208.00	2,410.78
Transfer from Muni	1,033.93	5,000.00	5,000.00	7,500.00	7,500.00	1,703.77
	<u>101,401.53</u>	<u>105,647.93</u>	<u>105,647.93</u>	<u>108,883.93</u>	<u>108,883.93</u>	<u>99,175.93</u>
310 Community Facilities - Port Geographe						

City of Busselton

Reserves Movement Report

For The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
Accumulated Reserves at Start of Year	343,509.27	343,509.27	343,509.27	343,509.27	343,509.27	335,116.76
Interest transfer to Reserves	4,088.98	5,096.00	5,096.00	7,644.00	7,644.00	8,392.51
	<u>347,598.25</u>	<u>348,605.27</u>	<u>348,605.27</u>	<u>351,153.27</u>	<u>351,153.27</u>	<u>343,509.27</u>

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
309 Community Facilities - Vasse						
Accumulated Reserves at Start of Year	615,585.54	615,585.54	615,585.54	615,585.54	615,585.54	589,760.45
Interest transfer to Reserves	7,327.70	9,136.00	9,136.00	13,704.00	13,704.00	14,848.67
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	10,976.42
Transfer to Muni	0.00	0.00	0.00	(450,000.00)	(450,000.00)	0.00
	<u>622,913.24</u>	<u>624,721.54</u>	<u>624,721.54</u>	<u>179,289.54</u>	<u>179,289.54</u>	<u>615,585.54</u>
308 Community Facilities - Airport North						
Accumulated Reserves at Start of Year	2,970,179.38	2,970,179.38	2,970,179.38	2,970,179.38	2,970,179.38	2,826,296.71
Interest transfer to Reserves	35,357.01	44,080.00	44,080.00	66,120.00	66,120.00	71,258.67
Transfer from Muni	0.00	170,000.00	170,000.00	255,000.00	255,000.00	72,624.00
	<u>3,005,536.39</u>	<u>3,184,259.38</u>	<u>3,184,259.38</u>	<u>3,291,299.38</u>	<u>3,291,299.38</u>	<u>2,970,179.38</u>
130 Locke Estate Reserve						
Accumulated Reserves at Start of Year	1,012.99	1,012.99	1,012.99	1,012.99	1,012.99	0.00
Interest transfer to Reserves	142.12	16.00	16.00	24.00	24.00	1,012.99
Transfer from Muni	42,664.00	42,664.00	42,664.00	64,000.00	64,000.00	64,000.00
Transfer to Muni	0.00	0.00	0.00	(64,000.00)	(64,000.00)	(64,000.00)
	<u>43,819.11</u>	<u>43,692.99</u>	<u>43,692.99</u>	<u>1,036.99</u>	<u>1,036.99</u>	<u>1,012.99</u>
122 Port Geographe Development Reserve						
Accumulated Reserves at Start of Year	682,470.41	682,470.41	682,470.41	682,470.41	682,470.41	1,455,440.82
Interest transfer to Reserves	7,931.83	10,128.00	10,128.00	15,192.00	15,192.00	30,840.83
Transfer from Muni	34,648.00	34,648.00	34,648.00	51,975.00	51,975.00	50,000.00
Transfer to Muni	0.00	0.00	0.00	(599,307.00)	(599,307.00)	(853,811.24)
	<u>725,050.24</u>	<u>727,246.41</u>	<u>727,246.41</u>	<u>150,330.41</u>	<u>150,330.41</u>	<u>682,470.41</u>
123 Port Geographe Waterways Management Reserve (SAR)						
Accumulated Reserves at Start of Year	3,349,716.94	3,349,716.94	3,349,716.94	3,349,716.94	3,349,716.94	3,387,485.07
Interest transfer to Reserves	40,031.98	49,720.00	49,720.00	74,580.00	74,580.00	87,609.18
Transfer from Muni	143,296.00	143,296.00	143,296.00	214,942.00	214,942.00	193,747.69
Transfer to Muni	0.00	0.00	0.00	(346,800.00)	(346,800.00)	(319,125.00)
	<u>3,533,044.92</u>	<u>3,542,732.94</u>	<u>3,542,732.94</u>	<u>3,292,438.94</u>	<u>3,292,438.94</u>	<u>3,349,716.94</u>
126 Provenge Landscape Maintenance Reserve (SAR)						
Accumulated Reserves at Start of Year	1,194,759.54	1,194,759.54	1,194,759.54	1,194,759.54	1,194,759.54	1,101,707.78
Interest transfer to Reserves	14,829.36	17,736.00	17,736.00	26,604.00	26,604.00	30,061.96
Transfer from Muni	117,576.00	117,576.00	117,576.00	176,363.00	176,363.00	168,461.65
Transfer to Muni	0.00	0.00	0.00	(203,380.00)	(203,380.00)	(105,471.85)
	<u>1,327,164.90</u>	<u>1,330,071.54</u>	<u>1,330,071.54</u>	<u>1,194,346.54</u>	<u>1,194,346.54</u>	<u>1,194,759.54</u>
128 Vasse Newtown Landscape Maintenance Reserve (SAR)						
Accumulated Reserves at Start of Year	575,151.53	575,151.53	575,151.53	575,151.53	575,151.53	535,722.24
Interest transfer to Reserves	7,329.02	8,536.00	8,536.00	12,804.00	12,804.00	15,770.06
Transfer from Muni	120,536.00	120,536.00	120,536.00	180,801.00	180,801.00	172,922.26
Transfer to Muni	0.00	0.00	0.00	(199,220.00)	(199,220.00)	(149,263.03)
	<u>703,016.55</u>	<u>704,223.53</u>	<u>704,223.53</u>	<u>569,536.53</u>	<u>569,536.53</u>	<u>575,151.53</u>

City of Busselton

Reserves Movement Report

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2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
\$	\$	\$	\$	\$	\$

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
138 Commonage Precinct Bushfire Facilities Reserve						
Accumulated Reserves at Start of Year	57,260.53	57,260.53	57,260.53	57,260.53	57,260.53	55,861.58
Interest transfer to Reserves	681.60	848.00	848.00	1,272.00	1,272.00	1,398.95
	<u>57,942.13</u>	<u>58,108.53</u>	<u>58,108.53</u>	<u>58,532.53</u>	<u>58,532.53</u>	<u>57,260.53</u>
139 Commonage Community Facilities Dunsborough Lakes South Res						
Accumulated Reserves at Start of Year	72,622.42	72,622.42	72,622.42	72,622.42	72,622.42	70,848.15
Interest transfer to Reserves	864.46	1,080.00	1,080.00	1,620.00	1,620.00	1,774.27
	<u>73,486.88</u>	<u>73,702.42</u>	<u>73,702.42</u>	<u>74,242.42</u>	<u>74,242.42</u>	<u>72,622.42</u>
140 Commonage Community Facilities South Biddle Precinct Reserve						
Accumulated Reserves at Start of Year	886,172.58	886,172.58	886,172.58	886,172.58	886,172.58	1,030,368.46
Interest transfer to Reserves	9,958.92	13,152.00	13,152.00	19,728.00	19,728.00	25,804.12
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(170,000.00)
	<u>896,131.50</u>	<u>899,324.58</u>	<u>899,324.58</u>	<u>905,900.58</u>	<u>905,900.58</u>	<u>886,172.58</u>
321 Busselton Area Drainage and Waterways Improvement Reserve						
Accumulated Reserves at Start of Year	546,471.37	546,471.37	546,471.37	546,471.37	546,471.37	548,820.67
Interest transfer to Reserves	6,450.16	8,112.00	8,112.00	12,168.00	12,168.00	13,451.35
Transfer to Muni	0.00	0.00	0.00	(184,399.00)	(184,399.00)	(15,800.65)
	<u>552,921.53</u>	<u>554,583.37</u>	<u>554,583.37</u>	<u>374,240.37</u>	<u>374,240.37</u>	<u>546,471.37</u>
102 Coastal and Climate Adaptation Reserve						
Accumulated Reserves at Start of Year	2,845,578.60	2,845,578.60	2,845,578.60	2,845,578.60	2,845,578.60	2,472,424.34
Interest transfer to Reserves	35,920.57	42,232.00	42,232.00	63,348.00	63,348.00	69,960.53
Transfer from Muni	316,032.00	316,032.00	316,032.00	538,044.00	538,044.00	527,732.00
Transfer to Muni	0.00	0.00	0.00	(1,478,489.00)	(1,259,792.00)	(224,538.27)
	<u>3,197,531.17</u>	<u>3,203,842.60</u>	<u>3,203,842.60</u>	<u>1,968,481.60</u>	<u>2,187,178.60</u>	<u>2,845,578.60</u>
144 Emergency Disaster Recovery Reserve						
Accumulated Reserves at Start of Year	72,781.94	72,781.94	72,781.94	72,781.94	72,781.94	50,000.00
Interest transfer to Reserves	976.41	1,080.00	1,080.00	1,620.00	1,620.00	1,781.54
Transfer from Muni	13,336.00	13,336.00	13,336.00	20,000.00	20,000.00	21,000.40
	<u>87,094.35</u>	<u>87,197.94</u>	<u>87,197.94</u>	<u>94,401.94</u>	<u>94,401.94</u>	<u>72,781.94</u>
145 Energy Sustainability Reserve						
Accumulated Reserves at Start of Year	181,852.87	181,852.87	181,852.87	181,852.87	181,852.87	100,000.00
Interest transfer to Reserves	2,636.32	2,696.00	2,696.00	4,044.00	4,044.00	4,474.87
Transfer from Muni	66,664.00	66,664.00	66,664.00	130,000.00	130,000.00	100,000.00
Transfer to Muni	0.00	0.00	0.00	(177,378.00)	(177,378.00)	(22,622.00)
	<u>251,153.19</u>	<u>251,212.87</u>	<u>251,212.87</u>	<u>138,518.87</u>	<u>138,518.87</u>	<u>181,852.87</u>
146 Cemetery Reserve						
Accumulated Reserves at Start of Year	157,626.57	157,626.57	157,626.57	157,626.57	157,626.57	100,000.00

City of Busselton

Reserves Movement Report



For The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
Interest transfer to Reserves	2,544.08	2,336.00	2,336.00	3,504.00	3,504.00	4,098.21
Transfer from Muni	92,664.00	92,664.00	92,664.00	139,000.00	139,000.00	77,321.95
Transfer to Muni	0.00	0.00	0.00	(254,000.00)	(254,000.00)	(23,793.59)
	<u>252,834.65</u>	<u>252,626.57</u>	<u>252,626.57</u>	<u>46,130.57</u>	<u>46,130.57</u>	<u>157,626.57</u>

City of BusseltonReserves Movement ReportFor The Period Ending 29 February 2020

	2019/2020 Actual	2019/2020 Amended Budget YTD	2019/2020 Original Budget YTD	2019/2020 Amended Budget	2019/2020 Original Budget	2018/2019 Actual
	\$	\$	\$	\$	\$	\$
341 Public Art Reserve						
Accumulated Reserves at Start of Year	86,198.07	86,198.07	86,198.07	86,198.07	86,198.07	229,685.21
Interest transfer to Reserves	508.56	1,280.00	1,280.00	1,920.00	1,920.00	5,697.86
Transfer to Muni	0.00	0.00	0.00	(41,060.00)	(41,060.00)	(149,185.00)
	<u>86,706.63</u>	<u>87,478.07</u>	<u>87,478.07</u>	<u>47,058.07</u>	<u>47,058.07</u>	<u>86,198.07</u>
121 Waste Management Facility and Plant Reserve						
Accumulated Reserves at Start of Year	7,867,210.16	7,867,210.16	7,867,210.16	7,867,210.16	7,867,210.16	7,881,068.17
Interest transfer to Reserves	88,441.08	116,768.00	116,768.00	175,152.00	175,152.00	200,860.10
Transfer from Muni	701,328.00	701,328.00	701,328.00	1,051,994.00	1,051,994.00	1,312,610.77
Transfer to Muni	0.00	(2,954,510.00)	(3,754,510.00)	(4,816,140.00)	(5,616,140.00)	(1,527,328.88)
	<u>8,656,979.24</u>	<u>5,730,796.16</u>	<u>4,930,796.16</u>	<u>4,278,216.16</u>	<u>3,478,216.16</u>	<u>7,867,210.16</u>
120 Strategic Projects Reserve						
Accumulated Reserves at Start of Year	257,162.94	257,162.94	257,162.94	257,162.94	257,162.94	226,213.20
Interest transfer to Reserves	3,198.69	22,128.00	22,128.00	33,192.00	33,192.00	5,949.74
Transfer from Muni	16,664.00	16,664.00	16,664.00	31,000.00	31,000.00	25,000.00
Transfer to Muni	0.00	0.00	0.00	(78,925.00)	(78,925.00)	0.00
	<u>277,025.63</u>	<u>295,954.94</u>	<u>295,954.94</u>	<u>242,429.94</u>	<u>242,429.94</u>	<u>257,162.94</u>
129 Untied Grants Reserve						
Accumulated Reserves at Start of Year	1,232,906.00	1,232,906.00	1,232,906.00	1,232,906.00	1,232,906.00	0.00
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,232,906.00
Transfer to Muni	(1,232,906.00)	(1,232,906.00)	(1,232,906.00)	(1,232,906.00)	(1,232,906.00)	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,232,906.00</u>
Total Cash Back Reserves	<u>65,708,835.67</u>	<u>61,372,324.66</u>	<u>60,521,635.66</u>	<u>42,849,065.66</u>	<u>42,611,399.66</u>	<u>55,590,217.66</u>
Summary Reserves						
Accumulated Reserves at Start of Year	55,590,217.66	55,590,217.66	55,590,217.66	55,590,217.66	55,590,217.66	47,978,518.20
Interest transfer to Reserves	707,112.81	825,080.00	825,080.00	1,237,620.00	1,237,620.00	1,413,166.97
Transfer from Muni	10,644,411.20	11,210,463.00	11,159,774.00	20,691,111.00	20,640,422.00	18,882,926.94
Transfer to Muni	(1,232,906.00)	(6,253,436.00)	(7,053,436.00)	(34,669,883.00)	(34,856,860.00)	(12,684,394.45)
Closing Balance	<u>65,708,835.67</u>	<u>61,372,324.66</u>	<u>60,521,635.66</u>	<u>42,849,065.66</u>	<u>42,611,399.66</u>	<u>55,590,217.66</u>

16.3 LOCAL GOVERNMENT HOUSE TRUST - DEED OF VARIATION

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Deeds
BUSINESS UNIT	Finance and Corporate Services
REPORTING OFFICER	Director Finance and Corporate Services - Tony Nottle
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Deed of Variation - Local Government House Trust  Attachment B Excerpt - Clause 12 of Trust Deed 1994 

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/110 Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

That Council:

1. **consent to the attached Deed of Variation for the Local Government House Trust; and**
2. **advise the Board of Management – Local Government House Trust of the Council’s consent to vary the Trust Deed.**

CARRIED 9/0

EN BLOC

EXECUTIVE SUMMARY

The CEO of the Western Australian Local Government Association (WALGA) has written to the City’s CEO, seeking the Council’s consent by formal resolution to a variation to the Trust Deed for the Local Government House Trust (The Trust).

The City of Busselton is a unit holder and beneficiary to The Trust, holding 7 units as advised in WALGA’s recent Quarterly Report Q4 2019.

As a beneficiary, the City is requested to consent to the attached Deed of Variation supported by a resolution of Council and to communicate this consent to WALGA in writing.

BACKGROUND

The Trust was created by Deed in 1980 for the purpose of providing accommodation for WALGA and its predecessors. 93% of Councils contributed to create a Trust comprising of 620 units.

WALGA are requesting consent for the Trustee to formally execute the attached Deed of Variation supported by a resolution of Council and to communicate this consent in writing. Under the Deed, as amended, WALGA is the Trustee and the unit holders are the beneficiaries. The Trustee holds the property and associated monies “upon Trust” and in proportion to the units provided.

The commencement date of the current Deed is 17 February 1993, with the completion (vesting) date being 79 years from commencement.

Key points include:

- Ownership of the building has always been within the Trust which is a separate legal entity to WALGA.
- The Trust is a unit trust where the 132 unit holders are the beneficiaries and WALGA is the trustee. The Trust owns the building (170 Railway Parade, West Leederville) on behalf of the beneficiaries. A total of 620 units fully paid were issued.
- The current Deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA.
- Upon liquidation, the unit holders are entitled to a pro rata share of the trust's net assets. The end distribution per unit will equal the liquidated value of net assets divided by the total number of units.

OFFICER COMMENT

Officers are proposing that Council consent by formal resolution to a variation to the Trust Deed for the Trust. The Trust exists primarily to provide building accommodation for WALGA.

Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The building fulfils an essential requirement to provide suitable accommodation for WALGA and its staff, while representing a long-term investment opportunity through rental income and long-term capital growth.

The Trust is exempt from income tax on the basis of being a State/Territory Body (STB) pursuant to Division 1AB of the Income Tax Assessment Act 1936.

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a STB.

Legal advice identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a STB. This view, while based upon highly technical grounds, is a risk nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB for tax purposes through the following amendments:

1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation;
2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation); and
3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation).

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in bold text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

*22.1 Any Trustee of the Trust may retire as Trustee of the Trust. ~~The~~ **Subject to clause 22.3, the right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.***

2. Variation 2.2 inserts two new clauses:

22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

(a) remove a Trustee from the office as Trustee of the Trust;

and

(b) appoint such new or additional Trustee.

3. Variation 2.3 insert a new clause 13A

13A Delegation to the Board of Management

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

Statutory Environment

The Trust is established under the *Trustees Act 1962*.

Relevant Plans and Policies

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

Financial Implications

There are 620 units issued to Local Governments in WA of which the City of Busselton has been issued with 7 units in the Trust. The value of the 7 units as at 30 June 2019 is \$124,636.87.

Stakeholder Consultation

As this matter has to be addressed by the majority of Local Governments, this request from WALGA was placed on the Agenda to be discussed at the South West Zone of WALGA at its meeting held in Nannup on 28 February 2020. No concerns were raised by participating local governments.

Risk Assessment

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

Options

As an alternative to the proposed recommendation the Council could choose not to consent to the proposed variation to the Deed of Variation for the Local Government House Trust.

This option however is not recommended. It is in the City's best interest to support the Trust Deed Amendment to provide surety to the STB status of the Trust.

CONCLUSION

Due to the fact that the recommendation indicates support to amend the Trust Deed to provide clarity around the STB status of the Trust it is recommended that this be supported.

As a beneficiary, the City of Busselton is a unit holder of value as discussed within the Financial Implications and this essentially, protects the City's interests.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

The Board of Management – Local Government House Trust will be advised of Council's consent to vary the Trust Deed upon endorsement by Council.

Attachment 1

DEED OF VARIATION

LOCAL GOVERNMENT HOUSE TRUST



LAW

PERTH

11 Mounts Bay Road, Perth WA 6000

Telephone (08) 9429 2222 Facsimile: (08) 9429 2434

eylawperth@au.ey.com www.ey.com

Our Ref: 4WAL / 2004 7043

Attachment 1

EY

THIS DEED dated the _____ day of _____ 2019

BY

WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION of Level 1, 170 Railway Parade,
West Leederville in the State of Western Australia (the 'Trustee')

RECITALS

- A. By Deed of Trust undated but stamped 12 February 1980 ('Original Trust Deed') made between CHARLES WILSON TUCKEY, LYAL GORDON RICHARDSON, GORDON LAWRENCE KILPATRICK, HARRY STICKLAND and MAXWELL RAY FINLAYSON (the 'Original Trustees') and THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA and the COUNTRY SHIRE COUNCILS ASSOCIATION (the 'Retired Trustees') the Original Trustees declared that they would hold the property therein referred to as the Headquarters and the monies therein referred to as the Trust Fund upon trust for the beneficiaries specified in the second schedule to the Original Deed upon the terms and conditions therein contained (the 'Original Trust').
- B. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
- C. By Deed dated 4 May 1994 (the 'New Deed') the Retired Trustees (in the New Deed referred to as THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA (INC) and THE COUNTRY SHIRE COUNCILS' ASSOCIATION OF WESTERN AUSTRALIA (INC)) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income thereof should be from 17 February 1993 held upon the terms and conditions set out in the New Deed (the 'Trust').
- D. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
- E. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.
- F. Clause 21.1 of the Trust Deed provides that the Trustees may at any time and from time to time (with the consent of not less than 75% of the Beneficiaries) by deed revoke add to or vary the trusts of the Trust Deed or declare (inter alia) any new or other powers, authorities or discretions concerning the management, control or investment of the Trust Fund upon the terms contained therein.
- G. The Trustee wishes to add to and vary the Trust Deed and declare (inter alia) new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund in accordance with the terms of this Deed.
- H. More than 75% of the Beneficiaries have consented in writing to the variations to the New Deed and the records relating to this consent will be placed with the original of this Deed.

Attachment 1

EY

NOW THIS DEED WITNESSES

1. DEFINITIONS AND INTERPRETATION

In this Deed, unless the context otherwise requires:

- 1.1 a word importing the singular includes the plural and vice versa, and a word of any gender includes other genders;
- 1.2 another grammatical form of a defined word or expression has a corresponding meaning;
- 1.3 a reference to a clause, paragraph, recital, schedule or annexure is to a clause, paragraph or recital of, or schedule or annexure to, this Deed, and a reference to this Deed includes any schedule or annexure;
- 1.4 a reference to a document or instrument includes the document or instrument as varied, novated, altered, supplemented or replaced from time to time;
- 1.5 a reference to a person includes a natural person, the estate of an individual, a partnership, body corporate, the trustee of a trust (in the trustee's capacity as trustee of the trust), association, governmental or local authority or agency or other entity;
- 1.6 a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- 1.7 the meaning of general words is not limited by specific examples introduced by 'including, for example' or similar expressions;
- 1.8 Recitals A to H inclusive form part of and are included in this Deed;
- 1.9 headings are for ease of reference and do not affect interpretation;
- 1.10 'Deed' means this deed;
- 1.11 unless specified otherwise, terms which are defined in the Trust Deed and used in this Deed bear the same meanings in this Deed which are ascribed to them in the Trust Deed; and
- 1.12 in the event of any inconsistency between the provisions of the Trust Deed and the provisions of this Deed, the provisions of this Deed will prevail.

2. OPERATIVE PART

The Trustee in exercise of the power given to the Trustee by clause 21.1 of the Trust Deed and with the consent of more than 75% of the Beneficiaries hereby adds to and varies the Trust Deed and declares (inter alia) the following new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund as follows:

- 2.1 delete the word "The" appearing after the words "Any trustee of the Trust may retire as trustee of the Trust." in the existing clause 22.1 and replace it with the words "Subject to clause 22.3, the";

Attachment 1

EY

2.2 insert after clause 22.2 the following:

“22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as trustee of the Trust; and
- (b) appoint such new or additional Trustee.

For the purposes of this clause 22.4, “Special Resolution” means a resolution passed or decision made by not less than 75% of the Beneficiaries.”

2.3 insert a new clause 13A as follows:

“13A **DELEGATION TO THE BOARD OF MANAGEMENT**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.”

3. **SEVERABILITY**

- 3.1 If any provision of this Deed is found by a competent authority (including without limitation a Court) to be void or unenforceable, then such finding shall not affect the other provisions of this Deed.
- 3.2 If making a subsequent amendment to this Deed avoids any invalidity or unenforceability of any provision of this Deed, the parties may elect to make that amendment, which shall be deemed for all purposes to be effective immediately prior to the occurrence of that invalidity or unenforceability.

4. **FURTHER ASSURANCES**

All parties shall make, execute and do all acts, deeds, documents and things and sign all documents which may reasonably be required to give full effect to this Deed, and the Trustee shall bear the costs of observing, performing and complying with this clause.

5. **COSTS**

The Trustee shall bear and pay the costs of and incidental to the preparation, execution and stamping of this Deed.

6. **RATIFICATION AND CONFIRMATION**

In all other respects the terms of the Trust Deed are hereby ratified and confirmed.

Attachment 1

EY

7. **PROPER LAW**

This Deed shall be governed by the laws of the State of Western Australia and the parties submit to the jurisdiction of the Courts of the State of Western Australia.

EXECUTED as a Deed

THE COMMON SEAL of WESTERN)
AUSTRALIAN LOCAL GOVERNMENT)
ASSOCIATION is hereunto affixed in the)
presence of:)

Signature of President

Signature of Chief Executive Officer

Name of President

Name of Chief Executive Officer

Attachment 2 Clause 12 of Trust Deed (Excerpt)
- 10 -

demands outgoings debts and liabilities incurred in respect of the Trust Fund.

10.2 The Trustees may subject to any law in force at the time in relation to this Deed so permitting accumulate all or any part of the income arisen or arising during an accounting period and such accumulation shall be dealt with as an accretion to the Trust Fund but so that the Trustees may at any time or times resort to all such accumulations and pay or apply the whole or any part or parts thereof as if they were income of the Trust Fund for the then current accounting period.

10.3 Subject to Clause 10.2 the Trustees may at any time at their discretion pay the whole or part of the income of the Trust Fund for any accounting period to the beneficiaries in proportion to the number of units of which they are respectively registered as holders at the last day of such accounting period.

11.0 ADVANCEMENT OF CAPITAL

The Trustees may at any time and from time to time set aside from the capital of the Trust Fund or raise therefrom any sum or sums of money and pay the same to the beneficiaries in proportion to the number of units in respect of which they are respectively registered at the date of each such payment for their own use and benefit. The payment of any such sum or sums of capital may be made in the same manner and subject to the same provisions as contained in Clause 10.3 in relation to the payment application or setting aside of any income of the Trust Fund.

12.0 POWERS OF INVESTMENT AND MANAGEMENT

The Trustees shall apply and invest the Trust Fund in any of the investments from time to time authorised by law for the investment of trust funds by trustees and in addition to and without limiting the powers authorities and discretions vested in the Trustees by law and notwithstanding the trusts hereinbefore declared shall have the following powers authorities and discretions which may be exercised by the Trustees at any time and from time to time in the

Attachment 2 Clause 12 of Trust Deed (Excerpt)

absolute and uncontrolled discretion of the Trustees in carrying out the trusts hereof:

- (a) to invest the Trust Fund and deal with manage transpose and realise the Trust Fund or any part thereof whether real or personal property with such powers in all respects as if the Trustees were the absolute owner thereof;
- (b) to purchase or otherwise acquire any investments for cash or otherwise and upon any terms and conditions and to make any such purchase or acquisition for a sum greater than the amount of the Trust Fund for the time being and to agree to pay for any such investments wholly or in part from any future moneys which may come into the Trustees' hands including dividends profits interest or other income payable in respect of any such investments;
- (c) to sell or otherwise dispose of any real or personal property or interest therein for the time being forming the whole or part of the Trust Fund by public auction tender or private treaty at such price or prices and whether for cash or on terms and generally upon any terms and conditions and to grant options for such sale or disposition as aforesaid;
- (d)
 - (i) to borrow and raise moneys from; or
 - (ii) to secure by mortgage or otherwise howsoever the payment of or obligation to pay money to,any person (including a beneficiary) upon any terms with or without security or interest;
- (e) to vary or transpose any investments and to vary the terms of or property comprised in any security;
- (f) to hold use purchase construct demolish maintain repair renovate reconstruct develop improve sell transfer convey surrender let lease exchange take and grant options or rights in alienate mortgage charge pledge reconvey release or discharge or otherwise deal with any real or personal

Attachment 2 Clause 12 of Trust Deed (Excerpt)

- 12 -

property PROVIDED THAT in the improvement or development of any part of the Trust Fund the Trustees shall not be bound by the limitation contained in Section 30(1)(c) of the Trustees Act and the Trustees shall not be bound to apply to any Court to exceed such limitation;

- (g) to pay out of the Trust Fund or the income thereof all costs charges and expenses of and incidental to the management of the Trust Fund or to the exercise of any power authority or discretion hereby or by law conferred on the Trustees or in carrying out or performing the trusts hereof which the Trustees may at any time incur including all taxes of whatever kind payable in respect of the Trust Fund and costs in any way connected with the preparation and execution of these presents;
- (h) to act as manager or to employ any persons (including a Trustee hereof or a unit holder) contractors managers solicitors accountants clerks workmen employees servants or agents to transact all or any business of whatever nature including the receipt and payment of money and to decide the remuneration to be allowed and paid and to pay all charges and expenses so incurred and to create or arrange any scheme or superannuation retirement benefit or pension for the benefit of any person so employed;
- (i) to partition or agree to the partition of or to subdivide or agree to the subdivision or strata title or agree to the strata-titling of any land or other property which or any interest in which may for the time being be subject to the trusts hereof and to pay any moneys by way of equality of partition;
- (j) to determine whether any real or personal property or any increase or decrease in amount number or value of any property or holdings of property or any profit loss receipt or payments from for or in connection with any real or personal property shall be treated as and credited or debited to capital or to income and generally to determine all matters as to which any doubt difficulty or question

Attachment 2 Clause 12 of Trust Deed (Excerpt)

- 13 -

may arise under or in relation to the execution of the trusts and powers of this Deed and every determination of the Trustees in relation to any of the matters aforesaid whether made upon a question formally or actually raised or implied in any of the acts or proceedings of the Trustees in relation to the Trust Fund shall bind all parties interested therein and shall not be objected to or questioned on any ground whatsoever;

- (k) to open accounts with any bank or building society and to operate by and in all usual ways any such accounts;
- (l) to give effectual receipts and discharges for any moneys received by or on behalf of the Trustees or otherwise relating to any of the acts matters and things provided for in these presents;
- (m) to provide and set aside out of the Trust Fund or the income thereof such sum of money as the Trustees shall consider is available or necessary for and to pay or apply the same in or towards the discharge or reduction of any encumbrance debt or other liability for the time being affecting the Trust Fund or any part thereof;
- (n) to let sub-let lease or sub-lease for any period (and including to any beneficiary) and at any rental any real or personal property comprised in the Trust Fund upon any terms conditions or covenants;
- (o) to purchase take on lease sub-lease assignment hire or otherwise acquire any estate or interest in any real or personal property for any price premium rental charge payment fee or other consideration and subject to any terms conditions and covenants;
- (p) to take such action as the Trustees shall think fit for the adequate protection of any part of the Trust Fund and to do all such other things as may be incidental to the exercise of any of the powers authorities and discretions hereby or by law conferred on the Trustees;

Attachment 2 Clause 12 of Trust Deed (Excerpt)

- 14 -

- (q) to take and act upon the opinion (given in writing) of a solicitor an attorney at law or counsel practising in any country where the Trust Fund or any part thereof may for the time being be or be proposed to be invested in relation to the interpretation or effect of these presents or any other document or statute or as to the administration of the trusts hereof without being liable to any of the beneficiaries in respect of any act done by the Trustees in accordance with such opinion PROVIDED THAT nothing in this provision shall prohibit or impede the Trustees from applying to any Court if it shall think fit or prohibit any unit holder from so doing;
- (r) to allow any beneficiary to occupy have custody of or use any part of the Trust Fund on any terms or conditions as to inventories repair replacement insurance outgoings or otherwise but the Trustees shall not be liable for any loss or damage which may occur to any such part of the Trust Fund during or by reason of any such occupation custody or use except insofar as such loss or damage shall be occasioned by the conscious and wilful default or neglect of the Trustees;
- (s) to permit any part of the Trust Fund to be held or registered in the name of any nominee of the Trustees and to deposit securities deeds and other documents belonging or related to the Trust Fund with any bank or solicitor;
- (t) in the event of any gift stamp or other duties fees or taxes becoming payable in any part of the world in respect of these presents or the Trust Fund or any part thereof in any circumstances to pay all or any part of such duties fees and taxes out of the Trust Fund notwithstanding that such duties fees or taxes or some part thereof are not or may not be recoverable from the Trust Fund by legal process;
- (u) to receive and accept any real or personal property by gift inter vivos or by Will or under the provisions of any other trust or otherwise from any other person as additions to the Trust Fund and to hold the same upon the trusts herein

Attachment 2 Clause 12 of Trust Deed (Excerpt)

set forth and to administer such additions under the provisions hereof;

- (v) at any time and from time to time to ascertain and fix the value of the Trust Fund in accordance with the provisions herein contained and for that purpose to engage such competent valuers or experts as the Trustees may select and the Trustees may cause the value so ascertained and fixed to be entered from time to time in a book kept for that purpose;
- (w) to appoint any date earlier than the Vesting Date to be the Vesting Date;
- (x) during an accounting period to nominate any date not more than 18 months after the date of commencement of the then current accounting period as the last day of that accounting period and thereafter the accounting period shall mean each succeeding 12 month period commencing on the day following such nominated date until the anniversary of such nominated date immediately preceding the Vesting Date and the period thereafter until the Vesting Date.

13.0 DELEGATION OF TRUSTEE POWERS

The Trustees if at any time they are more than one shall act jointly and may delegate the exercise of all or any of the powers authorities or discretions hereby or by law conferred on the Trustees:-

- (a) to the Board of Management constituted by clause 14.0 of this Deed, or
- (b) to any other person or persons,

and execute any power of attorney or other instrument necessary to effectuate such purpose.

16.5 PROPOSED NEW RATES PAYMENT OPTIONS

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Rates
BUSINESS UNIT	Rates
REPORTING OFFICER	Rates Coordinator - David Nicholson
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Noting: the item does not require a decision of Council and is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Nil

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/111 Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

That the Council acknowledge the City of Busselton will now provide an option of weekly, fortnightly and monthly payment options for ratepayers to assist households and business budgets for the payment of rates.

CARRIED 9/0

EN BLOC

EXECUTIVE SUMMARY

In addition to the existing annual rates full and 4 bi-monthly instalment options, it is proposed to implement new weekly, fortnightly and monthly payment options. This is to assist ratepayers with their finances, reduce the amount of unpaid rates and to meet what is an ever-growing demand by the community.

BACKGROUND

Ratepayers have previously only had the ability to pay their rates in full by the due date in any given year, or 4 bi-monthly instalment option. The City has received numerous requests from ratepayers seeking to pay their rates on a weekly, fortnightly or monthly basis so that they could better budget their finances by making payments in line with their salaries and wages.

Public utilities such as the Water Corporation and Synergy also provide this option to their customers.

There are a number of other Councils, such as the City of Cockburn and the City of Fremantle, who also offer these types of payment options. The City of Cockburn has experienced a 17% take up of these new options since its introduction. As part of assisting the ratepayers of the City of Busselton, it is considered that this option should also be made available to them.

Council resolved at its special meeting on 1 April 2020 (C2004/001), to consider a range of measures to assist the community with the effects of the COVID-19 pandemic. One of these measures was to introduce weekly, fortnightly and monthly payment options. Council also resolved to delegate the power to the CEO to develop and implement a COVID-19 Financial Hardship Policy as part of these measures.

OFFICER COMMENT

It is intended to offer ratepayers the ability to pay their annual rates via new options of 40 weekly, 20 fortnightly or 10 monthly payments. These payments are to be made via direct debit from a ratepayer's nominated account. Allowing payment of annual rates on a weekly, fortnightly or monthly basis will be of substantial financial assistance to a number of ratepayers as they would not need to find large sums of money to meet the full payment when it falls due or the 4 instalment payment amounts.

The benefit to the City in introducing these options for the payment of rates is that this will reduce the risk of experiencing a large amount of unpaid rates, which in turn will reduce the number of follow-up reminder and final notices needing to be issued and possible instigation of legal debt recovery proceedings. It is clear from feedback of residents and ratepayers that these types of options will be well received. This is even more significant since the outbreak of COVID-19.

Council has already endorsed the introduction of these options at its special meeting held on 1 April 2020. Council endorsed the introduction of these options until 30 June 2020 with no fees and charges to be implemented for ratepayers taking up the option for the 2019/20 financial year.

Statutory Environment

Section 6.45 of the Act provides option for payment of rates or service charges. Moreover, section 6.45(1)(b) allows a rate or service charge to be paid by such other method of payment by instalments as is set forth in the local government annual budget.

Relevant Plans and Policies

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

Financial Implications

Prior to the COVID-19 crisis, modelling was carried out to determine the fees and charges associated with the introduction of the new payment options. The method was to only charge the equivalent of the 4 instalment option that is currently available. It was proposed to raise the following interest and administration fees for these options to ensure that there would not result in any loss of income for Council:

PAYMENT OPTION	INTEREST RATE	ADMINISTRATION FEE
Weekly	3.51%	\$0.40 per payment
Fortnightly	3.51%	\$0.78 per payment
Monthly	4.44%	\$3.66 per payment

However, since the development of COVID-19 and the adoption of Council's Financial Hardship Policy, it is proposed that these charges will be introduced without charge for the remainder of the financial year.

Council will then be able to consider if any fees and charges would need to be imposed for the 2020/21 financial year when considering its budget.

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 such risks have been identified.

Options

As this item is for Council information and previously discussed during its Special Meeting held on 1 April 2020, no other options are necessary.



CONCLUSION

That Council acknowledges that the City will now provide a weekly, fortnightly and monthly payment option for rates payments for the remainder of the 2019/20 financial year.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

It is estimated that these options will be able to be implemented within the month of April.

ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)**14. ENGINEERING AND WORK SERVICES REPORT****14.1 BUDGET AMENDMENT REQUEST/REVIEW - ENGINEERING WORKS & SERVICES FOR APRIL 2020**

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Budget Planning and Reporting
BUSINESS UNIT	Engineering and Works Services
REPORTING OFFICER	Director, Engineering and Works Services - Oliver Darby
AUTHORISING OFFICER	Director, Engineering and Works Services - Oliver Darby
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A Detail of Amendments  

COUNCIL DECISION AND OFFICER RECOMMENDATION**C2004/112**

Moved Councillor J Barrett-Lennard, seconded Councillor S Riccelli

That the Council endorse the requested budget amendments in accordance with section 6.8(1) of the *Local Government Act 1995* in relation to the following items as outlined in the report and Attachment A, resulting in a zero impact on the City's budgeted net current position:

1. Geographe Leisure Centre (GLC) Extra Improvements
2. Old Butter Factory Project
3. Port Geographe Boat Ramp Renewal Works
4. College Avenue Cycle Path
5. Carey Street Asphalt Overlay and Kerbing

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

This report seeks Council approval of budget amendments as detailed in this report. Adoption of the officer recommendation will result in a zero impact on the City's budgeted net current position.

BACKGROUND

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

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

It is also good management practice to revise the adopted budget when it is known that circumstances have changed.

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

OFFICER COMMENT

Council adopted its 2019/2020 municipal budget on Wednesday 31 July 2019 with a balanced budget position. Since then officers have identified budgets that require adjustment.

There are five items detailed in the attachment and their net effect on the budget position is nil. These adjustments are where new expenses are matched with new grants / contributions, or where expenses are reallocated within business units to meet revised needs:

Budget Adjustment Items

1. Geographe Leisure Centre (GLC) Extra Improvements – Add project scope

There is currently \$596,400 budgeted for capital works at the GLC for financial year 2019/20. \$525,900 of this is from the Geographe Leisure Centre Reserve while the remaining \$43,500 represents municipal funds. To date \$132,000 of planned works have been completed.

The remaining funds in this year's capital budget for the GLC are for the following items:

- Modification to the Mechanical Services Switch Board (MSSB) to increase power to air handling units to improve the air change rate
- A secondary heat exchange unit to be installed to further improve ventilation rates (to bring them within Australian Institute of Refrigeration, Air Conditioning and Heating guidelines)
- Removal of existing Stadium air-conditioning units, including removal of roof sheets
- New secondary pump to be installed, and install additional pipework, valves and control points. The design intent is to maintain the pool water temperature at 26-27 degrees
- Install new temperature sensors and associated pipework and controls to monitor and control the geothermal water temperature both up and down stream of the heat exchanger

The recent closure of the GLC due to the Covid-19 pandemic has presented a unique opportunity to progress certain types of planned future works that would ordinarily impact on users of the facility. This budget amendment seeks to an additional \$330,000 of capital works to the 2019/20 budget comprising the following;

1. \$110,000 for the installation of a Fire Indicator Panel and an Emergency Warning Intercommunication System. This project represent works to be brought forward from the 2020/21 draft budget. These works to be funded from the Geographe Leisure Centre Reserve via a top up of funds from the General Building Reserve.
2. \$100,000 for the refurbishment of the wet side change rooms. This project represent works rescheduled from 2020/21. These works will also be funded from the Geographe Leisure Centre Reserve via a top up of funds from the General Building Reserve.

3. \$100,000 for renewal works specifically associated with the cleaning and repainting of the structural steel, treating corrosion, replacing wall linings and repainting walls. This project represents works to be brought forward via scheduled planning from the 2021/22 financial year. These works will also be funded from the Geographe Leisure Centre Reserve via a top up of funds from the General Building Reserve.
4. \$20,000 in additional budget for a new Security System estimated to cost \$50,000. \$30,000 is already available in this year's budget against Cost Code B9609 titled; GLC Stadium Expansion. This preliminary budget associated with planning for the GLC Stadium Expansion to be repurposed to be used to install a Security System at the GLC.

2. Old Butter Factory – Increase project scope

There is currently \$650,385 of carried forward capital budgeted works associated with the Old Butter Factory for major repairs from the 27th March 2018 fire. These works are funded from the General Building Reserve with reimbursements from an insurance claim, based on progress. To date \$605,286 of planned works have been completed.

This amendment seeks to add additional budget totalling \$150,000 for the following;

1. \$100,000 for structural integrity works to the building. These items were identified whilst undertaking the works associated with the fire damage. These works were required to be rectified or the building would have continued to be structurally unsound. Unfortunately these items cannot be claimed through insurance as they are a latent defect associated with the building structure.
2. \$50,000 in additional works to make the upper floor BSA (fire) compliant so it can continue to be used as a museum.

This extra budget is to be drawn down from the General Building Reserve.

3. Port Geographe Boat Ramp Renewal Works (C1512) – Increase Grant Revenue

There is \$470,810 of capital budgeted works associated with replacing the Port Geographe Boat Ramp – Boat Launching Jetties. These works are now complete and City Officers are currently in the process of seeking payment for the \$165,000 in Regional Boating Facility Scheme Grant. Due to the additional costs incurred in replacing all three finger jetties with floating pontoons an application was made under the terms of the grant agreement seeking an additional 10% in grant funding over and above the original grant amount. This submission was approved securing an extra \$16,500 in grant funding to be applied to this project.

4. College Avenue Cycle Path (F0019) – Reduce Grant Revenue

There is \$360,000 of capital budgeted works associated with the College Avenue Cycle Path Project. These works are now nearing completion with only a small number of invoices outstanding from suppliers. Under this grant the City has already received \$144,000 of the \$180,000 grant as payments in advance. This project is based on a 50/50 co-contribution basis. The project will come in under budget to the value of \$72,000 and as such the last progress claim totalling \$36,000 will not be made. These surplus monies have already been redistributed by the Department of Transport.

5. Carey Street - Asphalt Overlay & Kerbing (W0231)

There is \$175,000 of capital budgeted works associated with the road renewal project Carey Street - Asphalt Overlay & Kerbing. With the popularity of the Busselton Foreshore, continued use of the Barnard Park Ovals and the opening of the new Tennis Centre, the scope of works for this project has changed, specifically to add in off-street car parking and a footpath.

To this end, a request is made to postpone the Georgette Street - reconstruction & kerbing project valued at \$67,000 and reallocate these Main Roads WA Direct grant funds towards the Carey Street project. The Georgette Street - reconstruction & kerbing project has subsequently been budgeted for completion in 2020/21.

It has been estimated that \$236,000 is required to complete these works thus \$6,000 of the original Carey Street budget totalling \$175,000 can be retained in the Road Asset Renewal Reserve.

Statutory Environment

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

Relevant Plans and Policies

The proposed budget amendment is supported by the City's asset management plan, capital works program and long term financial plan.

Financial Implications

The financial implications of this recommendation are contained within the report and the attached spreadsheet detail.

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. There are no risks identified of medium or greater level.

Options

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

CONCLUSION

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

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION





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

BUDGET AMENDMENTS TABLE
AS AT MARCH YTD 2020

[illegible]

		ADJUSTMENTS WITH NO IMPACT ON BUDGET BALANCE:									
		FUNDS TRANSFER (FROM)			FUNDS TRANSFER (TO)						
BA REF #	ITEM #	ACCOUNT CODE STRING	DESCRIPTION	PROJECT OPENING BALANCE	ACCOUNT CODE STRING	DESCRIPTION	AMOUNT	PROJECT CLOSING BALANCE	BUDGET RESERVE CLOSING BAL	OFFICER COMMENTARY	
1	1	Reserve ID 10	General Building Reserve	310,000	Reserve ID 42	Geographe Leisure Centre Reserve	310,000	NA	404,291	Top up GLC Reserve to accommodate these extra works. General Building Reserve to be reimbursed in 2020/21.	
1	2	Reserve ID 42	Geographe Leisure Centre Reserve	310,000	522.89596.3280.00000	GLC Building Improvements	310,000	879,400	NA	Extra works brought forward due to GLC being closed. More details provided in the report.	
1	3	89609	GLC Stadium Expansion	30,000	NA	Renamed - GLC Security System	30,000	30,000	NA	The original budget was assigned for preliminary works associated with a GLC Stadium Expansion Project. These funds are now not required. Now to be used to install a security system at the GLC.	
1	3	Reserve ID 42	Geographe Leisure Centre Reserve	20,000	522.89609.3280.00000	Renamed - GLC Security System	20,000	50,000	NA	This is \$20k for the security system to be drawn directly from the Geographe Leisure Centre Reserve from the available balance prior to the top up.	
2	1	Reserve ID 10	General Building Reserve	150,000	522.89610.3280.0000	Old Butter Factory - Building Upgrade (Fire Damage)	150,000	800,385	NA	Add additional \$150,000 for extra works to the old butter factory. Further detail in the report.	
3	1	510.C1512.1215.0000	Port Geographe Boat Ramp Renewal Works	(165,000)	510.C1512.1215.0000	Port Geographe Boat Ramp Renewal Works	(16,500)	(181,500)	NA	Extra grant revenue	
3	2	510.C1512.3280.0000	Port Geographe Boat Ramp Renewal Works	470,810	510.C1512.3280.0000	Port Geographe Boat Ramp Renewal Works	16,500	487,310	NA	Extra contractor budget	
4	1	510.F0019.1215.0000	College Avenue Cycle Path	(180,000)	510.F0019.1215.0000	College Avenue Cycle Path	(36,000)	(144,000)	NA	Reduced the Grant funding by \$36,000 based on the final project cost	
4	2	510.F0019.3280.0000	College Avenue Cycle Path	360,000	510.F0019.3280.0000	College Avenue Cycle Path	72,000	288,000	NA	Reducing the Project budget by \$72,000 being \$36,000 in grant funding not required and \$36,000 being returned to the Footpath Reserve as per line entry below.	
4	3				Reserve # 40	Footpath / Cycleway Reserve	36,000	-	76,767	The budgeted closing balance for this Reserve as per the 10 Year Plan is \$40,767. This is adding back the unexpended \$36,000 of City Footpath / Cycleway Reserve monies to the Reserve balance.	
5	1	541.S0324.1210.0000	Georgette Street - Reconstruction & Kerbs Direct Grant	(67,000)	541.W0231.1210.0000	Carey Street - Asphalt Overlay & Kerb	(67,000)	(67,000)	NA	Move direct grant from Georgette to Carey Street project	
5	2	541.S0324.3280.0000	Georgette Street - Reconstruction & Kerbs - Contractor	67,000	541.W0231.3280.0000	Carey Street - Asphalt Overlay & Kerb	67,000	175,000	242,000	Move corresponding budget from Georgette to carey Street	
5	3	541.W0231.3280.0000	Carey Street - Asphalt Overlay & Kerb	242,000	Reserve # 65	Roads Asset Renewal Reserve	6,000	236,000	395,438	Taking \$6,000 from Carey Street and returning this amount to the Road Reserve.	
				1,305,810			892,000				

14.2 BUDGET AMENDMENT REQUEST/REVIEW - CITY CENTRE EASTERN LINK STAGE 1

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Budget Planning and Reporting
BUSINESS UNIT	Engineering and Facilities Services
REPORTING OFFICER	Manager, Engineering and Technical Services - Daniell Abrahamse
AUTHORISING OFFICER	Director, Engineering and Works Services - Oliver Darby
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A Budget Amendment Table   Attachment B Letter from Department of Infrastructure, Transport, Cities and Regional Development – Approval of Additional Bridge Funding  

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/113 Moved Councillor P Carter, seconded Councillor L Miles

That the Council endorse the requested budget amendment in accordance with section 6.8(1) of the *Local Government Act 1995*, relating to the City Centre Eastern Link Stage 1 Project and as detailed this report and Attachment A, resulting in a zero impact on the City's budgeted net current position.

CARRIED 9/0

BY ABSOLUTE MAJORITY

EXECUTIVE SUMMARY

This report seeks Council approval of budget amendments as detailed in this report and as detailed in Attachment A, in relation to the City Centre Eastern Link Stage 1 Project. Adoption of the officer recommendation will result in a nil impact on the City's budgeted net current position.

BACKGROUND

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

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

It is also good management practice to revise the adopted budget when it is known that circumstances have changed.

Approval is therefore sought for the budget adjustments detailed in the report and attachment for the reasons specified in the officer comment.

OFFICER COMMENT

Council adopted its 2019/2020 municipal budget on Wednesday 31 July 2019 with a balanced budget position. Since then officers have identified budgets that require adjustment.

This budget amendment seeks to, in part, align the City Centre Eastern Link project budget to the recommendations contained in the Council Report dated 25th September 2019 titled "Award of Tender RFT11/19 Road Network Upgrade - City Centre Eastern Link Stage 1 and Stage 2A + 2B".

The budget amendment specifically seeks to:-

- a) Recognise the three (3) additional sources of funding added to the project budget, to align the overall project budget to the Tender amount, as follows:
 - i. include an additional \$40,900 in funding from City Reserve #223 being the Road Asset Renewal Reserve.
 - ii. include an additional \$250,000 in funding from City Reserve #137 being the Major Traffic Improvements Reserve.
 - iii. include an additional \$500,000 in Federal Government Bridge Renewal Grant funding, as per Attachment B, being letter of award for additional grant funding pursuant to the Causeway Road Bridge Duplication & Variation Instrument.
- b) Reallocate 1/3rd (\$250,000) of the City's Regional Road Group (RRG) own source contribution for the 2019/2020 Causeway Road (S0051) and grant allocation of \$500,000 towards the City Centre Eastern Link Stage 1 for the 2019/20 financial year. Causeway Road 2019/2020 duplication works are to be relisted in 2020/21 budget as part of stage 2A.

Below is an excerpt from the Council report of 25th September 2019 detailing the extra funding and the proposed source of that funding:

"City officers proposes that the variance of -\$790,901.14 could be funded as follows:"

Description	Budget
Department of Infrastructure, Transport and Regional Development – Bridge Renewal Grant – Additional Funding - Secured	\$500,000
Transfer additional funding from the Major Traffic Improvements Reserve	\$250,000
Funding from the Roads Asset Reserve	*\$40,901.14
TOTAL	\$790,901.14

*Note: *Round the 40,901.14 down to \$40,900.*

Further to the above, the following amendment will adjust the budget for the City's record keeping requirements under the Regional Road Group (RRG) funding program:-

- i. Reduce the budget for Causeway Road / Rosemary Drive Roundabout from \$1,406,680 by \$750,000 to \$656,680. The \$656,680 represents Main Roads funding that was carried over from the 2018/19 financial year and can be outlaid on the City Centre Eastern Link Stage 1 works. The 2019/20 allocation will be spent on duplication works only being carried out under Stage 2A + 2B in financial year 2020/21.

- ii. Reassign the \$500,000 Main Roads Regional Road Group Causeway Road 2019/20 grant funding to a new Main Roads Cost Code titled Causeway Road Duplication. This will be held and subsequently carried over for the City Eastern Link Stage 2 works to be completed in 2020/21.
- iii. Assign the \$250,000 1/3rd City funded contribution to the main City Centre Eastern Link project Cost Code V0002 titled; Eastern Link - Busselton Traffic Study. This money to be spent this financial year.

After making the above adjustments, the budget position remains unchanged.

Statutory Environment

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

Relevant Plans and Policies

The proposed budget amendment is supported by the City's asset management plan, capital works program and long term financial plan.

Financial Implications

The financial implications of this recommendation are contained within the report and the attachments provided.

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. There are no risks identified of medium or greater level.

Options

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

CONCLUSION

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

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

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

ADJUSTMENTS IMPACTING BUDGET BALANCE:								
FUNDS TRANSFER (FROM)					FUNDS TRANSFER (TO)			
BUDGET ADJUSTMENT REFERENCE #	ITEM #	ACCOUNT CODE STRING	DESCRIPTION	AMOUNT	ACCOUNT CODE STRING	DESCRIPTION	AMOUNT	OFFICER COMMENTARY
ADJUSTMENTS WITH NO IMPACT ON BUDGET BALANCE:								
FUNDS TRANSFER (FROM)					FUNDS TRANSFER (TO)			
BUDGET ADJUSTMENT REFERENCE #	ITEM #	ACCOUNT CODE STRING	DESCRIPTION	AMOUNT	ACCOUNT CODE STRING	DESCRIPTION	AMOUNT	OFFICER COMMENTARY
	3		S41.V0007.1271.0000		Eastern Link - Baseline Traffic Study Grant Revenue		(500,000)	\$500,000 in additional Bridge funding from Department of Infrastructure, Transport, Cities and Regional Development under the National Road/Roadways Program.
	2		S41.V0007.3290.0000		Eastern Link - Baseline Traffic Study Contractor Budget		500,000	Adding the extra \$500,000 to the existing expenditure budget of \$2.5, bringing it to \$3m.
	3	Reserve # 30	From the Major Traffic Improvements Reserve	250,000	Eastern Link - Baseline Traffic Study Contractor Budget		250,000	As per the Council Report 25 Sep 2019 - Major Traffic Improvements Reserve
	4	Reserve # 65	From the Road Asset Renewal Reserve	40,900	Eastern Link - Baseline Traffic Study Contractor Budget		40,900	As per the Council Report 25 Sep 2019 - Funding from the Road Asset Reserve
	5	S41.S0061.3290.0000	Counseway Road / Roymsey Drive Roundabout - Contractors	750,000	Eastern Link - Baseline Traffic Study Contractor Budget		250,000	Using the Main Roads City own source contribution for this years Stage 1 works
	6		S41.SNFW.3290.0000		Counseway Road Duplication- Contractors		500,000	Main Roads 2019/20 Counseway Road contractor budget to be used in 2020/21
	7	S41.S0061.3210.0000	Counseway Road / Roymsey Drive Roundabout - Grant Revenue	500,000	Counseway Road Duplication - Grant Revenue		500,000	Main Roads 2019/20 Counseway Road Duplication grant to be used in 2020/21
				3,540,900			(3,540,900)	



Australian Government

Department of Infrastructure, Transport,
Cities and Regional Development

Mike Archer
Chief Executive Officer
City of Locked Bag 1
BUSSELTON WA 6280

Dear Mr Archer

Bridges Renewal Program Funding for the Causeway Road Bridge Duplication

I am pleased to advise I have approved \$500,000 in additional funding sought by the City of Busselton for the Causeway Road Bridge Duplication project (the Project), in accordance with the *National Land Transport Act 2014* (the Act).

The maximum Australian Government contribution to the Project is now \$1,750,000. A copy of the signed Cost Adjustment Instrument is enclosed for your records.

This additional funding of up to \$500,000 will be incorporated into the milestone schedule, with timing and other details to be negotiated with your Council.

Thank you for your Council's continued commitment to the Australian Government's Bridges Renewal Program.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Shona Rosengren'.

Shona Rosengren
General Manager
North West Infrastructure Investment
Infrastructure Investment Division

11 December 2019

Enc: Signed Cost Adjustment Instrument WPT337025

15. COMMUNITY AND COMMERCIAL SERVICES REPORT**15.1 BUSSELTON HOCKEY ASSOCIATION INC. SELF-SUPPORTING LOAN AGREEMENT**

STRATEGIC GOAL	1. COMMUNITY: Welcoming, friendly, healthy
STRATEGIC OBJECTIVE	1.3 A community with access to a range of cultural and art, social and recreational facilities and experiences.
SUBJECT INDEX	Busselton Hockey Association Inc.
BUSINESS UNIT	Community Development
REPORTING OFFICER	Club Development Officer - Pam Glossop
AUTHORISING OFFICER	Director, Community and Commercial Services - Naomi Searle
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Nil

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/114 Moved Councillor L Miles, seconded Deputy Mayor K Hick

That the Council:

1. Acknowledges Council Resolution C1908/161 approving a self-supporting loan to the Busselton Hockey Association Inc. for the amount of \$80,000 for a term of up to 10 years;
2. Resolves that this will be funded by a loan facility from the Western Australian Treasury Corporation as per the 2019/2020 annual budget;
3. Authorises the CEO to enter into a Loan Repayment Agreement with the Busselton Hockey Association Inc. where:
 - a. the Association acknowledges it is responsible for the reimbursement to the City of Busselton of the full costs associated with the loan,
 - b. the Loan repayment calculations are on the basis of the prevailing Western Australian Treasury Corporation lending rate including Government Guarantee Fee at the time of actual funding of the loan; and
4. Authorises the CEO to enter into a Deed of Amendment providing that default in respect of the Loan Repayment Agreement could result in termination of the Lease.

CARRIED 9/0

BY ABSOLUTE MAJORITY

EXECUTIVE SUMMARY

On 27 August 2019, Council endorsed (C1908/161) a self-supporting loan for the Busselton Hockey Association Inc. for an amount of \$80,000 for a term of 10 years, towards the Busselton Hockey Stadium upgrade project.

The resolution incorrectly referred to the loan being funded internally by the City of Busselton, however should have referred to the Western Australian Treasury Corporation as the funding agent.

The officer recommendation allows the request for funding to be approved while maintaining the intent of the previous Council resolution.

BACKGROUND

At the Ordinary Meeting of Council held 27 August 2019, Council resolved (C1908/161) the following:

That the Council:

1. *Subject to the assessment of the Club's Financial Statements, approve for the purposes of upgrading the lighting at the Busselton Hockey Stadium a self-supporting loan, to be internally funded, to the Club, for the amount of \$80,000 for a term of up to 10 years.*
2. *Authorises the CEO to enter into a Loan Repayment Agreement with the Busselton Hockey Stadium Club Inc. where:*
 - a. *The Club acknowledges it is responsible for reimbursement to the City of Busselton of full costs associated with the loan,*
 - b. *The Loan repayment calculations are on the basis of the prevailing Western Australian Treasury Corporation lending rate Including Government Guarantee Fee at the time of actual funding of the loan.*
3. *Authorises the CEO to enter into a Deed of Amendment providing that default in respect of the Loan Repayment Agreement could result in termination of the Lease.*

CARRIED 8/0

On reflection, the wording included 'to be internally funded' in part 1 above should have referred to the City raising the loan through the Western Australia Treasury Corporation, not by the City of Busselton. This report therefore resolves to enter into a self-supporting loan agreement with the Busselton Hockey Association Inc. through the Western Australian Treasury Corporation.

OFFICER COMMENT

The officer recommendation does not change the intent of the original report presented to Council at the Ordinary Meeting held 27 August 2019.

Statutory Environment

Section 6.20 of the Local Government Act provides the local government with the power to borrow funds. Council is not required to advertise the borrowing of funds (Section 6.20(4)(a)) if it is included within the Annual Budget. The 2019/20 Annual Budget provided for up to \$150,000 available for self-supporting loans for community groups.

Relevant Plans and Policies

'Council Policy 048 – Loans' is applicable in offering the Busselton Hockey Association Inc. a self-supporting Loan.

Financial Implications

The Busselton Hockey Association Inc. has successfully applied for a grant through the City's 2019/20 Community Bids program for \$59,000 and also to the Department of Local Government, Sport and Cultural Industries for a grant of \$84,950 through the Community Sport, Recreation and Facilities Fund (CSRFF).

The project cost breakdown is as follows:

CSRFF:	\$84,950
Community Bids:	\$59,000
Self-Supporting Loan:	\$80,000
Applicant cash:	<u>\$30,901</u>
Total project cost:	\$254,851

The City's adopted 2019/20 budget includes the provision of funding for self-supporting loans to the community to a maximum of \$150,000. To date, no funds have been drawn upon.

The loan would be granted on the basis of the prevailing Western Australian Treasury Corporation (WATC) lending rate including Government Guarantee Fee at the time of actual Funding of the loan.

The WATC have advised that the current borrowing rate for 5 years is 1.12% and 10 years is 1.58% (both inclusive of a .07% Government Guarantee Fee), noting that this rate is subject to change up until and including the day the loan is drawn down. All interest and principal repayments would be formally agreed to prior to release of any funding.

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.

The following risks have been identified:

Financial Risk of Busselton Hockey Association Inc. not being able to repay the loan.			
Risk Category	Risk Consequence	Likelihood of Consequence	Risk Level
Financial	Minor	Unlikely	Low

The Club has provided its financial statements for 2017/18 and 2018/19 financial years. Whilst the cash contribution will leave little in reserves, Officers are confident the Club can meet its financial obligations. During the 2019/20 financial year, the Club raised approximately \$40k through the hosting of the Hockey Masters Tournament, catering for the Masters Tennis Tournament and hosting of a lacrosse tournament.

Options

Council could choose not to provide a self-supporting loan to the Busselton Hockey Association Inc. However this would put their funding at risk through alternate sources.



CONCLUSION

Officers recommend that a self-supporting loan agreement should to be entered into with the Busselton Hockey Association Inc. through the Western Australian Treasury Corporation.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Officers will implement the recommendation immediately following Council endorsement.

16.4 2019/20 BUDGET REVIEW

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Budget Planning and Reporting
BUSINESS UNIT	Financial Services
REPORTING OFFICER	Manager Financial Services - Paul Sheridan
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A 19-20 Budget Review Summary  

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/115 Moved Councillor P Carter, seconded Councillor J Barrett-Lennard

That the Council, pursuant to Regulation 33A of the Local Government (Financial Management) Regulations, adopts the 2019/20 Annual Budget Review as presented within this report.

CARRIED 9/0

BY ABSOLUTE MAJORITY

EXECUTIVE SUMMARY

Between January and March in each financial year, a local government is to carry out a review of its annual budget for that year. The Council is required to consider the review submitted to it and determine (by absolute majority) whether or not to adopt the review, any parts of the review or any recommendations made in the review within 30 days of the review being undertaken.

BACKGROUND

The requirement for a local government to carry out an annual budget review is prescribed via Regulation 33A of the *Local Government (Financial Management) Regulations*.

The purpose of an annual budget review is to ensure that a local government conducts a review of its financial performance at an appropriate time in the financial year. This is to identify significant budget variances and recommend remedial action as necessary, prior to the end of the financial year.

This report, based on the City's financial performance for the financial year to date as at 29 February 2020, has been compiled to fulfil the statutory reporting requirements of the *Local Government Act* and associated Regulations in respect of the annual budget review process.

OFFICER COMMENT

The budget review process was conducted over the last three weeks of March, via a series of workshop meetings with each of the manager/co-ordinator groups across the entire organisation (14 in total). During the first half of the process, although there was awareness of the COVID-19 crisis escalating in some parts of the world, the prevailing view of staff at the time had not yet been significantly altered such that their financial forecasting to 30th June was negatively influenced. In fact, many predictions were still confidently positive in terms of activities and projects that were still predicted to go ahead.

During the latter part of the process, in the 3rd week and part of the last week of March, the COVID-19 crisis changed dramatically and practically on a daily basis. As result of the rapidly deteriorating global and local situation, the financial outlook in the remaining workshops changed to one of drastically reduced activity, cancellation or deferment of projects, and closure of outstations such as libraries and recreation centres.

As such, compiling a consolidated financial forecast to the end of June from the results of the workshop meetings has been rendered somewhat academic and irrelevant. However, this assessment gives the Council a clearer picture of the City's current position prior to the COVID-19 crisis.

The attached report outlines the variations from the existing amended budget position on a line by line basis, showing a total positive net change to the budgeted net current position of approximately \$402K.

Statutory Environment

Regulation 33A. Review of budget

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) the review of an annual budget for a financial year must —*
 - (a) Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) Consider the local government's financial position as at the date of the review; and*
 - (c) Review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

**Absolute majority required.*

Relevant Plans and Policies

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

Financial Implications

Any financial implications are detailed within the context of this report.

Stakeholder Consultation

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

Risk Assessment

Risk assessments have been previously completed in relation to a number of 'higher level' financial matters, including timely and accurate financial reporting to enable the Council to make fully informed financial decisions. The completion of the monthly Financial Activity Statement report is a control that assists in addressing this risk.

Options

As an alternative to the proposed recommendation, the Council could not adopt the budget review report. If Council is minded to this option, officers can assist on the drafting of a suitable alternative motion for adoption before the statutory due date of 30 April 2020.

CONCLUSION

As at YTD February, 2020 the City's overall financial performance was considered satisfactory. Projections resulting from budget review process during March in consultation with all manager/co-ordinator groups across all parts of the City, indicated a potential positive impact on closing net current position as at 30 June 2020, in the order of approximately \$402K.

In the latter parts of the review process and subsequent to it, but before finalisation of this report, the COVID-19 global pandemic crisis escalated sharply and began to have immediate significant negative impacts across all operations of the City.

This has rendered the review and projections somewhat irrelevant.

In the lead up to finalisation of this report, due to the worsening crisis, it has been impossible to make any further realistic projections to 30/6/2020 due to unavailability of key staff to assist with financial predictions. However, what has been presented gives Council an idea of the current position prior to the uncertainty occurring with the COVID-19 crisis. What can be said with relative confidence is that the City will undoubtedly be in an operational deficit position, with many of the capital projects either being scaled back or deferred.

Components of the unspent capital and operating expenditure budgets are currently being assessed for re-listing in the Council's 2020/21 draft budget.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

By 30 April 2020.

City of Busselton
19/20 Budget Review Summary
Concluded 29th to 23rd March 2020

	Annual			Year to Date as at 29 Feb 2020			Review Meeting Commentary	Positive / (Negative)		
	2019/20 Budget (a) \$	2019/20 YTD Actual (b) \$	Variance (b)-(a) \$	2019/20 YTD Budget (c) \$	2019/20 YTD Actual (d) \$	Variance (d)-(c) \$		Var. % (b)-(c)/b	Cash Impact on 19/20 Amended Budget (as at 29/2/20)	Corresponding Cash Backed Reserve/RA Impact
REVENUE										
Business Unit - Governance and Corporate Services										
Human Resources & Payroll										
320 10521 1065 Reimbursement - Conference & Training Expenses	5,140	36,125	30,985	3,424	36,125	32,701	90.52%	Amend \$30K up	30,000	
320 10521 1535 Reimbursement - Workers Compensation	100,590	15,242	(85,348)	-	19,292	19,292	100.00%	Amend down \$81K	(81,000)	
Business Unit - Legal and Property Services										
Legal and Compliance Services										
300 10500 1539 Reimbursement - Legal Fees (GST)	76,820	1,750	(75,070)	51,216	1,750	(49,466)	(2826.63%)	BGP penalty budgeted but received last year - amend	(75,070)	
Community Resource Centre										
338 81131 1637 Hire of building facilities Short Term	23,700	33,664	9,964	15,800	33,664	17,864	33.07%	Add \$10K	10,000	
338 81131 1705 Lease Payments - Commercial	90,330	49,013	(41,317)	54,593	49,013	(5,580)	(11.89%)	Minus \$10K	(10,000)	(15,000)
Business Unit - Financial Services										
Rates										
210 10150 3001 Residential Rates	28,068,598	28,140,678	72,080	28,068,598	28,140,678	72,080	0.26%			
210 10150 3003 Interim Rates - Residential	281,183	305,300	24,017	168,708	305,300	136,492	44.72%			
210 10150 3007 General Rates - Industrial	2,327,955	2,324,157	(3,798)	2,327,955	2,324,157	(3,798)	(0.16%)			
210 10150 3009 Interim Rates - Industrial	10,000	200,300	190,300	6,000	200,300	194,300	97.00%			
210 10150 3013 General Rates - Commercial	8,853,536	8,846,191	(7,345)	8,853,536	8,846,191	(7,345)	(0.08%)			
210 10150 3015 Interim Rates - Commercial	10,000	19,636	9,636	6,000	19,636	13,636	89.94%			
210 10150 3019 General Rates - Vacant Land Residential	2,051,674	2,055,320	3,646	2,051,674	2,055,320	3,646	2.59%			
210 10150 3021 Interim Rates - Vacant Land Residential	10,000	(14,856)	(24,856)	6,000	(14,856)	(20,856)	-180.94%			
210 10150 3025 General Rates - Vacant Land Industrial	158,377	158,377	0	158,377	158,377	0	0.00%			
210 10150 3027 Interim Rates - Vacant Land Industrial	10,000	(13,688)	(23,688)	6,000	(13,688)	(19,688)	-180.49%			
210 10150 3031 General Rates - Vacant Land Commercial	356,412	346,717	(9,695)	356,412	346,717	(9,695)	(2.70%)			
210 10150 3033 Interim Rates - Vacant Land Commercial	10,000	(7,896)	(17,896)	6,000	(7,896)	(13,896)	-179.99%			
210 10150 3037 General Rates - Primary Produce	3,049,907	3,022,321	(27,586)	3,049,907	3,022,321	(27,586)	(0.91%)			
210 10150 3039 Interim Rates - Primary Produce	10,000	(21,813)	(31,813)	6,000	(21,813)	(27,813)	-127.36%			
210 10150 3043 General Rates - Rural	4,874,182	4,873,701	(481)	4,874,182	4,873,701	(481)	(0.01%)			
210 10150 3045 Interim Rates - Rural	10,000	113,478	103,478	18,000	113,478	95,478	84.14%	Amend budgets up \$368k in total	362,000	
210 10150 3049 General Rates - UW Commercial	828,232	854,588	26,356	828,232	854,588	26,356	2.95%	Amend interims up a further \$30K	30,000	
210 10150 3053 Interim Rates - UW Commercial	10,000	(21,238)	(31,238)	30,000	(21,238)	(51,238)	-228.15%			
210 10150 3110 Specified Area Rates - Port Geographe	234,942	236,140	1,199	234,942	236,140	1,199	0.56%		6,200	6,200
210 10150 3112 Interim Specified Area Rates - Port Geographe	-	1,568	1,568	-	1,568	1,568	100.00%			
210 10150 3117 Specified Area Rates - Providence Landscaping Maintenance	176,363	176,613	250	176,363	176,613	250	0.14%			
210 10150 3123 Interim Specified Area Rates -Providence Landscaping Maintenance	-	2,806	2,806	-	2,806	2,806	100.00%			
210 10150 3126 Specified Area Rates - Vasse	180,801	180,801	-	180,801	180,801	-	0.00%			
210 10150 3128 Interim Specified Area Rates - Vasse	-	419	419	-	419	419	100.00%			
210 10150 3201 Rates Written Off	-	(1,548)	(1,548)	-	(1,548)	(1,548)	-100.00%			
210 10150 3202 Administration Fees (Rates)	121,140	149,197	28,057	117,140	149,197	32,057	21.49%			
210 10150 3203 Overdue Payment Interest	225,000	234,072	9,072	150,000	234,072	84,072	35.92%			
210 10150 3204 Interim Payment Interest	20,000	299,662	279,662	246,000	299,662	53,662	17.63%			
210 10150 3205 LK Overdue Payment Interest	6,600	7,990	1,390	4,000	7,990	3,990	99.74%			
210 10150 3206 Rates Concessions	(67,500)	(68,171)	(671)	(67,500)	(68,171)	(671)	0.98%			
210 10150 3260 Pensioners Deferred Subsidy - Council	5,290	6,863	1,573	3,528	6,863	3,335	48.60%			
210 10150 3261 Pensioners Deferred Subsidy - ELK	220	258	38	144	258	114	43.22%			
210 10150 3754 ELK Commission	7,900	6,511	(1,389)	5,272	6,511	1,239	19.01%			
Rates Administration										
220 10151 3111 Reimbursement - Legal Fees (ex GST)	30,800	12,432	(18,368)	20,536	12,432	(8,104)	(65.18%)	Amend down \$10K	(10,000)	
Other General Purpose Funding										
210 10152 3760 Interest on Municipal Fund	242,380	125,955	(116,425)	218,000	125,955	(92,045)	(73.57%)	Amend down \$55K	(55,000)	
210 10152 3761 Interest on Reserve Funds	1,237,620	707,113	(530,507)	771,945	707,113	(64,832)	(8.71%)	Amend down \$17K	(176,000)	(176,000)
210 10152 3762 Interest on Restricted Funds	34,712	34,712	-	34,712	34,712	-	100.00%	Amend up \$2K	52,000	52,000
Business Unit - Community Services										
Geographic Leisure Centre										
336 10591 3622 Vacation Care	203,000	126,558	(76,442)	171,000	126,558	(44,442)	(55.12%)	\$70K amend down	(76,000)	
336 10591 3623 Wet Areas - Get Payable	380,000	289,056	(90,944)	272,000	289,056	17,056	4.91%	\$28K amend down	(93,000)	
336 10591 3624 Swimming Lessons - Gift Free	331,300	245,343	(85,957)	240,500	245,343	5,043	2.09%	\$66K amend down	(86,000)	
336 10591 3625 Gym Casual Entries	43,000	28,283	(14,717)	27,500	28,283	783	2.77%	\$12K amend down	(12,000)	
336 10591 3627 Kiosk Income - GST Free	10,000	8,205	(1,795)	8,800	8,205	(595)	(6.76%)	\$2K amend down	(2,000)	
336 10591 3628 Kiosk Income - GST Payable	122,000	88,906	(33,094)	84,000	88,906	4,906	5.84%	\$33K amend down	(33,000)	
336 10591 3630 Stadium Hire	83,000	75,200	(7,800)	72,000	75,200	3,200	4.26%	\$7K amend down	(7,000)	
336 10591 3631 Stadium Team Fees	81,000	66,339	(14,661)	40,500	66,339	(1,161)	(8.44%)	\$44K amend down	(44,000)	
336 10591 3641 Memberships	795,000	631,313	(163,687)	580,000	631,313	51,313	4.88%	\$533K amend down	(151,000)	
336 10591 3642 Personal Training	24,000	13,581	(10,419)	16,000	13,581	(2,419)	(17.87%)	\$10K amend down	(10,000)	
336 10591 3644 Professional Sales Rent	31,700	21,923	(9,777)	21,136	21,923	787	3.59%	\$9K amend down	(8,000)	
336 10591 3648 Pro-Shop Income	30,000	29,862	(138)	20,000	29,862	9,862	22.87%	\$4K amend down	(4,000)	
336 10591 3753 Long Service Leave Contribution from Other LGAs	18,130	9,906	(8,224)	9,906	9,906	-	0.00%	\$8K amend down	(8,000)	
Cultural Planning										
330 10900 1270 Donated Assets	5,000	12,000	7,000	-	12,000	12,000	100.00%	\$7K amend up		7,000
Business Unit - Commercial Services										
Airport Operations										
341 11331 3670 Airport-Hanger Leases	29,000	39,823	10,823	16,664	39,823	19,159	33.48%	Amend up by \$10K	10,000	10,000
341 11331 3673 Airport - H10 Car Parking Income	249,000	164,745	(84,255)	150,000	164,745	14,745	8.95%	Add \$45K to budget	45,000	45,000
341 11331 3676 Airport Fuel Agency Fees	30,000	40,000	10,000	20,000	40,000	20,000	100.00%	Add \$20K to budget	30,000	30,000
Business Unit - Environmental Services										
Environmental Management Administration										
421 10830 1239 Operating Grants & Subsidies Other	170,000	191,602	21,602	-	191,602	191,602	100.00%	Add \$20K		20,000
Implement Management Plans Other										
421 10830 1239 Operating Grants & Subsidies Other	13,090	23,680	12,590	7,392	23,680	16,288	68.78%	Amend up \$12K	12,000	
Environmental Health Services Administration										
440 10930 1551 Licence for Street Traders	40,000	54,095	14,095	40,000	54,095	14,095	76.06%	\$14K amend up	14,000	
Analytical Services										
440 10921 1203 Water Sampling Fees	80,000	89,315	9,315	89,000	89,315	20,315	22.75%	\$10K amend up	10,000	
Protective Burning & Fireworks-Reserves										
441 10931 1239 Operating Grants & Subsidies-Other	-	165,750	165,750	-	165,750	165,750	100.00%	Amend down to be included - only spent \$5K	165,750	160,000
Animal Control										
441 10950 1200 Dog Registration Fees	120,000	88,086	(31,914)	102,000	88,086	(13,914)	(15.80%)	\$20K amend down	(20,000)	
Parking Control										
441 10970 1224 Parking Fines & Costs	92,230	24,750	(67,480)	61,304	24,750	(36,554)	(348.50%)	\$20K amend down	(20,000)	
Business Unit - Development Services										
Statutory Planning										
430 10830 1270 Development Application Fees	600,000	363,865	(236,135)	400,000	363,865	(36,135)	(9.93%)	\$60K amend down	(60,000)	
Building Services										
430 10930 1540 Building Permits	500,000	305,828	(194,172)	333,328	305,828	(27,500)	(8.98%)	\$80K amend down	(80,000)	
Business Unit - Strategic Planning										
Strategic Planning										
420 10820 1239 Operating Grants & Subsidies-Other	37,500	-	(37,500)	25,000	-	(25,000)	(100.00%)	Remove from budget	(37,500)	
Dunborough Waste Facility										
524 00031 3609 Tipping Fees - Liquid Waste	395,000	113,752	(221,248)	223,336	113,752	(109,584)	(96.34%)	\$150K amend down	(150,000)	(150,000)
524 00031 3609 Tipping Fees	785,000	548,483	(236,517)	510,000	548,483	38,483	8.84%	\$45K amend down	(45,000)	
524 00031 1717 Sale of Scrap Materials	96,460	36,116	(60,344)	69,440	36,116	(29,324)	(86.18%)	\$50K amend down	(40,000)	
Rubbish Site Development										
524 00031 1612 Waste Disposal Fee (WARR Act 2007)	1,141,637	1,159,189	17,552	1,141,637	1,159,189	17,552	1.51%	\$20K amend up	20,000	20,000
Roxburgh Senior Citizens										
127 89497 1214 Capital Grant-Letterbox Commission	600,000	-	(600,000)	-	-	-	-	Amend down \$600K	(600,000)	(600,000)
127 89497 1260 Contributions - Capital Activities	227,620	111,300	(116,320)	-	111,300	111,300	100.00%	Have the budget	(111,300)	(111,300)
Ion Waterfront Oval - Courts										
128 133861 1213 Capital Grant-Use of Sport and Rec	400,000	100,000	(300,000)	350,000	100,000	(250,000)	(250.00%)	\$300K amend down	(300,000)	(300,000)
Bernard East Landscaping										
120 133081 1280 Contributions - Capital Activities	240,000	-	(240,000)	-	-	-	-	Amend \$240K down	(240,000)	(240,000)
Business Unit - Engineering & Facility Services										
Engineering Services Administration										
510 11101 1708 Supervision Fees	113,630	15,617	(97,413)	75,352	15,617	(59,735)	(82.50%)	\$50K amend down	(50,000)	
Broadwater Beach Coastal Protection Stage 1 of 4										
210 12921 1215 Capital Grants - Other (Other)	100,000	-	(100,000)	80,000	-	(80,000)	(100.00%)	Remove budget	(150,000)	(150,000)
Parks & Gardens (per SW summary sheet)										
2020 Budget Forecast										
Year to 30 Jun										
Operating Grants, Subsidies & Contributions										
Fees & Charges										
12,900										
41,306										
8,740										
14,740										
Some extra ordinary internal items received										
90,316										
14,740										
Should extra revenue May June approx. \$25k										
EXPENDITURE										
Business Unit - Governance and Corporate Services										
Members of Council										
310 10000 3609 Elector Members Election & Poll Expenses	(183,000)	(97,570)	12,424	(133,000)	(97,570)	12,424	12.78%	\$12K amend down	12,000	12,000
310 10000 3673 Catering Related Consumables	(16,500)	(312)	16,188	(11,000)	(312)	10,688	343.33%	Amend down \$13k	13,000	
Governance Support Services										
310 10510 3001 Salaries - Normal	(378,731)	(312,694)	166,599	(262,636)	(312,694)	48,942	22.90%	Amend \$40K down	40,000	
Human Resources & Payroll										
320 10521 3001 Salaries - Normal	(467,161)	(390,539)	261,808	(325,213)	(390,539)	20,308	6.27%	\$93K amend up	(93,000)	



18/20 Budget Review Summary
Conducted 28th to 29th March 2020

		Year to Date As at 29 Feb 2020							Positive / (Negative)					
		2019/20 Budget (\$)	2019/20 YTD Actual (\$)	Variance (\$)	2019/20 YTD Budget (\$)	2019/20 YTD Actual (\$)	Variance (\$)	Var. % (b)-(c)/(b)	Review Meeting Commentary	Cash Impact on 19/20 Amended Budget (as at 29/2/20)	Corresponding Cash Backed Reserve/Ra Impact	Non-Cash Impact		
320	10521	3094	Probes slowed Development (contractual obligation)	(71,930)	(55,601)	36,329	(47,952)	12,351	34.66%	Amend \$25K down	25,000			
320	10521	3093	Employee Assistance Programs	40,710	(16,760)	23,510	(56,800)	(60,535)	10,108		10,000			
Public Relations														
310	10700	3644	Catering	(40,000)	(15,313)	24,685	(26,664)	(15,313)	13,349	74.10%	\$15k amend down	15,000		
Business Unit - Information Services														
Information & Communication Technology Services														
220	10250	9001	Isolates - Normal	(919,206)	(517,154)	402,052	(648,980)	(517,154)	121,776	23.55%	\$115 amend down	115,000		
220	10250	9260	Consultancy	(168,750)	(58,381)	110,369	(112,504)	(58,381)	54,128	32.71%	\$80K to Corp IT Res	80,000		
220	10250	7211	Day Offsets Acc'd In & Equip	(6,781,942)	(35,508)	6,817,450	(912,522)	(26,900)	426.94%	1100-325 approx \$150 will go back into R&E Res	150,000	250,000		
Business Unit - Legal and Property Services														
Aged Housing Capital Improvements - Winderup														
139	89308	1262	Contractors (Inc Contract Staff)	(80,000)	(18,251)	61,749	(40,000)	(18,251)	21,749	119.17%	Amend \$60K down	60,000	60,000	
Aged Housing Capital Improvements - Harro Road														
139	89301	1280	Contractors (Inc Contract Staff)	(60,000)		60,000	(40,000)		100.00%	\$20K amend - should be expenditure from this string	20,000	20,000		
Aged Housing Capital Improvements - Winderup Court (City)														
139	89302	1280	Contractors (Inc Contract Staff)	(31,000)	(3,078)	49,930	-	(3,078)	(16.07%)	Actual belongings above, please journal, remove budget	51,000	51,000		
Aged Housing Infrastructure (Upgrade)														
139	13451	1280	Contractors (Inc Contract Staff)	(12,000)		12,000	(12,000)		100.00%	Remove budget	12,000	12,000		
Creswell Road Reserve 12492 (Lot 501)														
139	80201	1280	Contractors (Inc Contract Staff)	(24,900)		14,900	(11,900)		100.00%	\$10K amend	10,000	10,000		
Business Unit - Financial Services														
Rates Administration														
210	10513	3613	Rating Valuations	(106,900)	(29,851)	77,049	(71,264)	(29,851)	41,913	142.80%	Amend down \$50K	50,000	50,000	
Financial Services														
211	10200	3660	Valuation Expenses - Other	(40,000)	(150)	39,850	-	(150)	(100%)	Amend down \$40K	40,000	40,000		
Business Unit - Community Services														
Busshell Library														
233	10380	3001	Isolates - Normal	(726,602)	(456,107)	270,495	(456,107)	47,118	10.33%	\$18K amend down	19,000			
233	10380	3295	Other Computing Costs	(51,840)	(124)	51,716	(34,560)	(164)	349.99%	\$201,900 \$51K amend down	51,000			
Dunborough Library														
233	10381	3001	Isolates - Normal	(866,100)	(323,919)	42,884	(315,794)	(323,919)	(8,173)	(9.60%)	\$13K amend up	(13,000)		
Recreation Planning														
332	10541	1260	Consultancy	(50,000)	(3,818)	46,182	(5,000)	(3,818)	21,182	554.76%	\$45K amend down	45,000		
Geography Library - Central														
339	10591	3001	Isolates - Normal	(899,100)	(408,621)	237,648	(499,682)	(408,621)	41,221	8.99%	\$200K amend down	100,000		
339	10591	3260	Electricty	(184,800)	(109,349)	75,341	(316,664)	(109,349)	21,315	19.71%	\$31K amend down	31,000		
Art & Sea Administration														
340	10625	3001	Isolates - Normal	(186,310)	(132,873)	22,837	(310,792)	(132,873)	(22,321)	(26.69%)	\$17K amend up	(17,000)		
340	10625	3280	Contractors (Inc Contract Staff)	(14,000)	(2,968)	11,032	(9,336)	(2,968)	6,368	214.54%	\$10K amend down	10,000		
340	10625	3613	Marketing & Promotions	(12,000)	(1,750)	10,250	(8,000)	(1,750)	6,750	564.09%	\$10K amend down	10,000		
Cultural Planning														
330	10900	1280	Contractors (Inc Contract Staff)	(51,140)	35,000	86,140	(15,000)	35,000	(142.80%)	\$41K amend down	41,000			
Business Unit - Commercial Services														
Busshell Jetty Tugboat Park														
337	10600	1280	Contractors (Inc Contract Staff)	(483,600)	(248,675)	184,944	(289,004)	(248,675)	40,408	16.25%	\$20K amend down	20,000	20,000	
Airport Operations														
341	11315	1280	Contractors (Inc Contract Staff)	(40,000)	(37,510)	2,490	(28,664)	(37,510)	(10,846)	(28.91%)	Add \$20K to budget	(20,000)	(20,000)	
341	11315	1262	Electricty	(14,250)	(19,890)	5,640	(19,890)		(10,196)		(31.77%)	Add \$20K to budget	(20,000)	(20,000)
Airport Construction Stage 2 - Noise Management Plan														
345	16091	1280	Contractors (Inc Contract Staff)	(869,500)	-	869,500	(579,704)	-	579,704	100.00%	Amend - put back in RA	869,500	869,500	
Business Unit - Environmental Management														
Environmental Management Administration														
421	10830	1260	Consultancy	(125,000)	(66,616)	169,074	(128,392)	(66,616)	62,376	94.49%	Amend down \$73K	73,000		
421	10830	1280	Contractors (Inc Contract Staff)	(89,710)	(3,018)	96,682	(86,472)	(3,018)	63,444	209.06%	Amend up \$20K	(20,000)		
Protective Barriers & Firebreak Reserves														
441	10931	1280	Contractors (Inc Contract Staff)	(53,000)	(5,656)	48,244	(55,936)	(5,656)	30,280	535.40%	Amend down to be included	48,000		
Animal Control														
441	10990	1489	Purchase of Materials	(20,700)	(20,297)	403	(15,800)	(20,297)	(6,497)	(31.91%)	Amend up \$20K	(20,000)		
Other Law, Order & Public Safety														
441	10980	3001	Isolates - Normal	(856,544)	(570,252)	286,342	(595,011)	(570,252)	24,759	4.34%	Shall started until January, amend down \$20K	20,000		
Business Unit - Development Services														
Planning Administration														
505	10805	3613	Transfer Refurbishment Subsidy	(30,000)	(1,860)	28,335	(20,000)	(1,860)	38,335	1301.27%	\$28K amend	28,000		
Business Unit - Strategic Planning														
Strategic Planning														
420	10820	1260	Consultancy	(252,320)	(27,882)	224,860	(256,300)	(27,882)	100,618	274.44%	\$37.3K amend, will spend the rest	37,300		
420	10820	1280	Contractors (Inc Contract Staff)	(75,000)	-	75,000	(50,000)	-	50,000	100.00%	\$25K amend	75,000		
Business Unit - Operations Services														
Sanitation Waste Services - Administration														
524	11390	3001	Isolates - Normal	(355,057)	(190,307)	164,750	(247,632)	(190,307)	57,319	30.12%	Vacant waste on-ord amend down \$30K	36,000	36,000	
Transport - Fleet Management														
528	11400	3035	Trages - Normal	(1402,310)	(247,572)	1154,738	(278,482)	(247,572)	28,920	11.88%	Hando - \$10K surplus	10,000		
528	11400	3145	Trages - Normal	(1,050,000)	(609,719)	390,280	(666,664)	(609,719)	56,894	9.23%	\$20K surplus	50,000		
528	11400	1147	Tires & Tubes	(108,000)	(68,654)	39,346	(120,000)	(68,654)	31,346	35.36%	\$30K surplus	40,000		
Vulfer Road Waste Site Capital Improvements														
524	14379	1260	Consultancy	(25,000)		25,000	(18,664)		16,664	100.00%	\$11K related	25,000	25,000	
524	14379	1280	Contractors (Inc Contract Staff)	(188,480)	(33,839)	134,641	(242,322)	(33,839)	208,881	626.84%	\$25K related	255,000	255,000	
Transfer Station Development														
524	13481	1260	Consultancy	(25,390)	-	20,390	(13,992)	-	13,992	100.00%	\$13K related	10,000	13,000	
524	13481	1280	Contractors (Inc Contract Staff)	(4434,110)	(8,874)	452,246	(289,416)	(8,874)	285,547	3161.12%	\$211K related	217,000	217,000	
Site Rehabilitation - Busshell														
524	13480	1260	Consultancy	(50,000)	-	50,000	(33,336)	-	33,336	100.00%	Amend	50,000	50,000	
524	13480	1280	Contractors (Inc Contract Staff)	(950,000)	(722)	949,278	(693,336)	(722)	682,614	87648.29%	Amend	950,000	950,000	
Site Rehabilitation - Dunborough														
524	13487	1260	Consultancy	(50,000)	-	50,000	(33,336)	-	33,336	100.00%	Amend	50,000	50,000	
524	13487	1280	Contractors (Inc Contract Staff)	(1,450,000)		1,450,000	(966,664)		966,664	100.00%	Amend	1,450,000	1,450,000	
Domestic Organics Collection (FROGO)														
524	10031	3498	Purchase of Materials	(72,800)	(6,379)	66,421	(68,000)	(6,379)	42,221	683.23%	Wes to come back with reconciliation - amend			
Dunborough Waste Facility														
545	60031	1260	Consultancy	(175,050)	(163,675)	6,375	(113,386)	(163,675)	(50,307)	(80.74%)	\$75K amend	75,000	75,000	
524	60031	1280	Contractors (Inc Contract Staff)	(13,760)	(39,600)	(25,840)	(5,840)	(39,600)	(30,775)	(82.71%)	\$50K amend	50,000	50,000	
Rubbish Sites Development														
524	60032	1260	Consultancy	(50,000)	-	50,000	(33,336)	-	33,336	100.00%	\$50K amend	50,000	50,000	
Green Waste														
524	60033	1280	Contractors (Inc Contract Staff)	(180,210)	(67,729)	122,881	(326,808)	(67,729)	59,079	87.23%	\$20K amend	50,000	50,000	
External Waste Disposal														
524	60034	1260	Consultancy	(175,000)	(156,003)	21,997	(246,664)	(156,003)	90,661	58.11%	\$150K amend	150,000	150,000	
WTF External Restoration Works														
524	60042	1280	Contractors (Inc Contract Staff)	(200,820)	(60,863)	134,957	(133,880)	(60,863)	68,017	109.27%	\$20K amend	20,000		
524	60042	3681	Reimbursement - External Works	(100,000)	(32,488)	67,512	(66,664)	(32,488)	34,176	105.20%	\$50K amend	50,000		
Business Unit - Major Projects														
Administration Building - 124 Southern Drive														
125	81000	1280	Contractors (Inc Contract Staff)	(69,822)	(13,654)	56,168	(46,552)	(13,654)	18,098	246.01%	Amend \$30K	30,000		
Micro Brewery - Public Abolition														
1007	81221	1260	Contractors (Inc Contract Staff)	(123,000)		120,000	(80,000)		80,000	100.00%	Amend \$60K	60,000	60,000	
Aged Housing Capital Improvements - Winderup Court (City)														
115	89301	1280	Contractors (Inc Contract Staff)	(100,000)	-	100,000	(17,500)	-	17,500	100.00%	Amend \$100K	100,000	100,000	
Busshell Senior Citizens														
127	89407	1260	Consultancy	-	(78,740)	(78,740)	-	(78,740)	(100.00%)	Amend up \$78K	(78,740)	(78,740)		
127	89407	1280	Contractors (Inc Contract Staff)	(1,163,450)	(1,075)	1,162,375	(775,632)	(1,075)	774,551	7201.81%	Amend down \$600K	600,000		
Busshell Library Upgrade														
133	89518	1260	Contractors (Inc Contract Staff)	(186,000)	(18,759)	342,250	(315,875)	(18,759)	297,125	1584.67%	Amend up \$300K - will need more	(300,000)	(300,000)	
Administration Building Carpark														
125	10041	1280	Contractors (Inc Contract Staff)	(100,000)	-	100,000	(50,000)	-	50,000	100.00%	Amend \$100K down	100,000	100,000	
Car Parking - Rear of Hotel Site 1														
100	10041	1280	Contractors (Inc Contract Staff)	(866,566)	(300)	866,266	(437,500)	(300)	437,266	16713.33%	\$86K amend down	80,000	80,000	
Pioneer Cemetery Infrastructure Upgrades														
120	13604	1260	Consultancy	(50,425)		50,425	(18,616)		18,616	100.00%	Amend \$20K down	50,000	50,000	
120	13113	1280	Contractors (Inc Contract Staff)	(217,440)		217,440	(152,509)		152,509	100.00%	\$217K amend down	217,000	217,000	
Jen Weston Oval - Courts														
128	13800	1280	Contractors (Inc Contract Staff)	(1,883,400)	(315,003)	1,568,397	(1,349,000)	(315,003)	1,254,497	399.25%	\$200K amend down	399,000	300,000	
Fencing Possum Park Bernard Ave														
130	13181	1280	Contractors (Inc Contract Staff)	(30,000)		30,000	(18,750)		18,750	100.00%	\$30K amend	30,000		
Landscaping - Old Busshell Tennis Club Site														
120	13200	1280	Contractors (Inc Contract Staff)	(580,000)	(15,520)	578,480	(447,500)	(15,520)	459,960	2862.89%	\$125K amend down	128,000	128,000	
Bernard East Landscaping														
120	13200	1280	Contractors (Inc Contract Staff)	(240,000)	-	240,000	(200,000)	-	200,000	100.00%	Amend \$20K down	240,000	240,000	
Bernard East Footpaths														
130	10080	1280	Contractors (Inc Contract Staff)	(91,240)	-	91,240	(76,033)	-	76,033	100.00%	Amend \$91K down	91,000	91,000	

City of Russellton
19/20 Budget Review Summary
Conducted 9th to 25th March 2020

		Annual					Year to Date As at 29 Feb 2020		Review Meeting Commentary	Positive / (Negative)				
		2019/20 Budget (a) \$	2019/20 YTD Actual (b) \$	Variance (b)-(a) \$	2019/20 YTD Budget (c) \$	2019/20 YTD Actual (d) \$	Variance (d)-(c) \$	Var. % (b)-(c)/(b)		Cash Impact on 19/20 Amended Budget (as at 29/2/20)	Corresponding Cash Backed Reserve/BA Impact	Non-Cash Impact		
Naturalists Community Centre														
S32	10590	13820	Contractors (inc Contract Staff)	(25,382)	(5,951)	19,430	(16,916)	(5,951)	10,966	184,283	\$20k amend down	20,000		
Geographic Leisure Centre														
S22	10591	3280	Contractors (inc Contract Staff)	(73,050)	(4,992)	66,058	(47,368)	(4,992)	42,976	848,853	\$66k amend down	66,000		
Street Lighting Installations														
S10	11308	12820	Contractors (inc Contract Staff)	(212,273)	(73,845)	138,428	(141,520)	(73,845)	67,679	91,845	\$100k amend	100,000		
Port Geographic Boat Ramp Renewal Works														
S10	(1512)	3180	Contractors (inc Contract Staff)	(470,810)	(485,713)	(14,921)	(313,672)	(485,713)	(177,041)	(35,389)	\$15k amend	(15,000)	(15,000)	
Groyne Construction														
S30	(2504)	1220	Contractors (inc Contract Staff)	(22,734)	-	22,734	(13,368)	-	15,148	100.00%	\$22k amend	22,000	22,000	
Seal Re-anchoring														
S10	(1512)	3180	Contractors (inc Contract Staff)	(254,240)	-	254,240	(177,824)	-	177,824	100.00%	Spent under S41 - amend	254,000	254,000	
Craig Street Groyne and Sea Wall														
S30	(2520)	2280	Contractors (inc Contract Staff)	(175,194)	(168,562)	6,632	(147,122)	(165,562)	(18,441)	(10.95%)	\$11k amend	11,000	11,000	
Parks & Gardens (per SW summary sheet)														
				2020 Budget:			Forecast June 30							
							Employee Costs			see worksheet		74,830		
							Materials & Contracts			will go over, this is minimum forecast amount		(166,217)		
Total Net Impact on Budgeted Net Current Position:											401,993		5,303,826	

17. CHIEF EXECUTIVE OFFICERS REPORT**17.1 COUNCILLORS' INFORMATION BULLETIN**

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.1 Governance systems, process and practices are responsible, ethical and transparent.
SUBJECT INDEX	Councillors' Information Bulletin
BUSINESS UNIT	Executive Services
REPORTING OFFICER	Reporting Officers - Various
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Noting: the item does not require a decision of Council and is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Current Running SAT Reviews  

DISCLOSURE OF INTEREST	
Date	22 April 2020
Meeting	Ordinary Council
Name/Position	Mike Archer, Chief Executive Officer
Item No./Subject	17.1 Councillors' Information Bulletin
Type of Interest	Financial (Indirect)
Nature of Interest	I have a financial interest in the PQS03-20 Supply of Construction Services, as I have a private contractual relationship with one of the builders who has applied for the City of Busselton's Panel of Builders which I have delegation to approve. As a consequence, there may be a perception that my impartiality on the matter may be affected. Given this interest, I have sub-delegated the award of the Panel to the Director of Finance and Corporate Services, Mr Tony Nottle.

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/116 Moved Councillor P Carter, seconded Councillor R Paine

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

17.1.1 State Administrative Tribunal Reviews

17.1.2 Current Active Tenders

17.1.3 Donations, Contributions and Subsidies Fund – March 2020

CARRIED 9/0

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 State Administrative Tribunal Reviews

A summary of the current State Administrative tribunal reviews is attached (Attachment A).

17.1.2 Current Active Tenders

Note: Information in *italics* has previously been provided to Council, and is provided for completeness.

RFT14/19 DESIGN AND TECHNICAL SERVICES – BUSSELTON ENTERTAINMENT ARTS AND CULTURAL HUB

- *Requirement – to provide design and technical services for the Busselton Entertainment Arts and Creative Hub.*
- *Following the Expression of Interest (EOI01/19) process for making a preliminary selection among prospective tenderers, the City of Busselton invited tenders from Box Architects, Kerry Hill Architects, Peter Hunt Architects, Willow and With Architecture.*
- *The Request for Tender closed on 29 November 2019.*
- *The value of the contract is expected to exceed the CEO's delegated authority under Delegation DA 1-07 (previous delegation reference LG3J) and will require Council approval.*
- *At the Council meeting on 29 January 2020 Council accepted the tender from Kerry Hill Architects Pty Ltd as the most advantageous tenderer (Successful Tenderer), subject to minor variations to be negotiated in accordance with Regulation 20 of the Local Government (Functions and General) Regulations 1996 (FG Regs) (C2001/016). Council delegated power and authority to the CEO to:*
 - *negotiate and agree with the Successful Tenderer minor variations in accordance with Regulations 20 of the FG Regs subject to such variations and the final terms not exceeding a lump sum contract price of \$1,979,440;*
 - *subject to the above, enter into contracts with the Successful Tenderer for supply of the relevant goods and services.*
- Contract negotiations are ongoing and contract documents currently being finalised. It is expected that the contract will be entered into in April 2020.

RFT21/19 SUPPLY OF CLEANING CHEMICALS AND PAPER CONSUMABLES

- *Requirement – the supply of cleaning chemicals and paper consumables to City of Busselton owned and managed facilities.*
- *A Request for Tender was advertised on 26 October 2019 with a closing date of 21 November 2019.*
- *Five submissions were received.*
- *The value of the contract is not expected to exceed the CEO's current delegated authority under Delegation DA 1-07.*
- The evaluation has been completed and it is expected that a final decision will be made by the CEO in April 2020.

PQS02/20 SUPPLY AND MAINTENANCE OF PRINTERS AND SCANNERS – REQUEST FOR APPLICATIONS TO JOIN A PANEL OF PRE-QUALIFIED SUPPLIERS

- *Requirement – supply and maintenance of printers and scanners.*
- *The PQS was advertised on 1 February 2020 with a closing date of 20 February 2020.*
- *Four applications were received.*
- *In accordance with delegation DA 1-10 the CEO has authority to establish the panel and to accept applications to join the panel.*
- *The Evaluation Panel is currently evaluating applications and it is expected that a panel will be established by the CEO under delegation in April 2020.*

RFT02/20 BUSSELTON LIBRARY UPGRADE

- *Requirement – upgrade of the Busselton Library (the tender sought prices for 2 stages of the project).*
- *A Request for Tender was advertised on 29 February 2020 with a closing date of 24 March 2020.*
- *Three submissions were received, all of which exceeded the City's budget for this project.*
- *Under Regulation 18(5) of the Local Government (Functions and General) Regulations 1996 a local government may decline to accept any tender.*
- *The power to decline to accept any tender has been delegated to the CEO pursuant to Delegation DA 1-07.*
- *The evaluation has been placed on hold, allowing the opportunity for pre-qualified suppliers on the PQS 03/20 SUPPLY OF CONSTRUCTION SERVICES panel to also provide quotations.*

PQS03/20 SUPPLY OF CONSTRUCTION SERVICES - REQUEST FOR APPLICATIONS TO JOIN A PANEL OF PRE-QUALIFIED SUPPLIERS

- *Requirement – construction works.*
- *The City's intent is to establish 3 categories or sub-panels for supply of building/construction works with a value of up to \$1,250,000. These categories or sub-panels are:*
 - Sub-Panel A*
Contract value \$1 - \$250,000;
 - Sub-Panel B*
Contract Value \$251,000 - \$750,000;
 - Sub-Panel C*
Contract value \$750,001 - \$1,250,000;
(Sub-Panels).
- *Only Pre-Qualified Suppliers appointed to a Sub-Panel will be invited to quote for building/construction work within that Sub-Panel range. In other words, if 5 Pre-Qualified Suppliers are accepted onto Sub-Panel A, the City intends to invite quotations for a specific building/construction project within that category (i.e. contract value \$1 - \$250,000) from only those 5 Pre-Qualified Suppliers.*
- *Applicants may apply to be accepted onto any one or more of the Sub-panels.*
- *The PQS was advertised on 26 February 2020 with a closing date of 12 March 2020.*
- *Ten submissions were received.*
- *In accordance with delegation DA 1-10 the CEO has authority to establish the panel and to accept applications to join the panel.*
- *The Evaluation has been completed and a panel of pre-qualified suppliers established by the CEO under delegation. The CEO has disclosed a financial interest in respect to this item and will sub-delegate the approval of the tender to the Director of Finance and Corporate Services.*

RFT04/20 LIVING STREAMS DESIGNS FOR THE LOWER VASSE RIVER

- Requirement – the preparation of detailed environmental designs for the restoration and re-design of an 800m section of the Lower Vasse River.
- A Request for Tender was advertised on 28 March 2020 with a closing date of 16 April 2020.
- The value of the contract is not expected to exceed the CEO's current delegated authority under Delegation DA 1-07.

17.1.3 Donations, Contributions and Subsidies Fund – March 2020

The Council allocates an annual budget allowance to the Donations, Contributions and Subsidies (Sponsorship Fund). 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 the funds is delegated to the Chief Executive Officer, in accordance with published guidelines and funding availability.

Three applications were supported in March 2020 totaling \$500.00 as outlined in the table below:

Recipient	Purpose	Amount	
Gail Kearney Busselton Hospice Memorial Golf Day	The Gail Kearney Memorial Busselton Hospice Charity Golf Day is a very successful fundraising event for the Busselton Hospice. Organisers are seeking a donation to assist with covering the cost of catering for participants. Despite the golf day being a ticketed event (\$500 per team of 4), all funds raised are donated to Busselton Hospice Care & therefore demonstrating benefit to the local community. Note: due to COVID-19, event has been rescheduled to September 2020.	\$250.00	
Blake Murdoch	Special circumstances : Selected to represent WA in the Under 15's state Hockey team at the national championships to be held in Bathurst	\$300.00	
Blake Murdoch	Event cancelled due to COVID-19 - cheque not issued	-\$300.00	
SW Affiliated Group Agricultural Associations	Seeking funds for the 'Discover WA' display at the Perth Royal Show in October 2020. The display will showcase the South West region.	\$250.00	
March Total		\$500.00	



As at 24 April 2020

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
CITY OF BUSSELTON							
Lindberg v City of Busselton	4822 Bussell Highway, Busselton	October 2019	Review of a decision to give a direction under s.214.	Martyn Cavanagh / Lee Reddell	<ul style="list-style-type: none"> Directions hearing on the 8 November 2019 against the decision of the City to give a direction under s.214. The matter was adjourned to a further directions hearing on 29 November 2019 in order to determine whether the application is misconceived or lacking in substance pursuant to s.47 of the <i>State Administrative Tribunal Act 2004</i> Directions hearing on the 29 November 2019 where it was resolved: <ul style="list-style-type: none"> The application is amended by substituting Mr Doug Hugh Lindberg as applicant in place of Mr Johnson. The matter is listed for an on-site mediation on 6 January 2020. Mr Michael Johnson is invited to attend and participate in the mediation. Mediation on 6 January 2020 where it was resolved that : <ul style="list-style-type: none"> the applicant is to provide additional information to the respondent by 3 February 2020; The matter is listed for mediation on 13 February 2020. Mediation on 13 February where, following further discussion with the landowners and Mr Johnson, it was resolved to adjourn the proceeding back to a further directions hearing on 17 April 2020. Directions hearing on 17 April was vacated and listed for a directions hearing on 5 June 2020 	Directions Hearing 5 June 2020	
Bishop v City of Busselton	545 Gale Road, Kaloorup	November 2019 - (DR 227 of 2019) April 2020 – (DR 59 of 2020)	Review of a decision to give a direction under s.214 (concrete batching and dumping rubbish) Review of a decision to refuse to grant develop approval for a 'Research Establishment'	Martyn Cavanagh / Joanna Wilson	<ul style="list-style-type: none"> Directions hearing on the 29 November 2019 against the decision of the City to give a direction under s.214 The matter was adjourned to a further directions hearing on 13 December 2019 in order for the applicant to seek legal advice Directions hearing listed for 13 December 2019 was vacated S 214 direction issued by the City is stayed until further orders are made. The matter is listed for a directions hearing on 7 February 2020. Directions hearing on 7 February 2020 where it was resolved that : <ul style="list-style-type: none"> adjourned to a further direction hearing on 4 March 2020; By 6 March 2020, the respondent must file a statement of issues, facts and contentions and bundle of documents 	Directions Hearing 6 May 2020	

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
					<p>required under s 24 of the State Administrative Tribunal Act 2004.</p> <ul style="list-style-type: none"> • Directions on 4 March 2020, where it was discussed that City likely to refuse Application for DA for Research Establishment, that the order for City to file documents be revoked, and adjourned to 3 April 2020 • City refused Application for DA for Research Establishment on 12 March 2020 • Mr Bishop has applied to the SAT to have refusal reviewed • Directions hearing on the 3 April 2020 adjourned to 17 April 2020 due to non-appearance of Mr Bishop. • Directions hearing on the 17 April was vacated and listed for a directions hearing on 24 April 2020. • Both review applications have now been listed for Mediation on 6 May 2020 		
Hotait v City of Busselton	9 Prospect Close, Quindalup	November 2019 and January 2020	Review of a decision to give directions under s.214.	Martyn Cavanagh / Lee Reddell	<ul style="list-style-type: none"> • City issued 3 s 214 directions (Planning and Development Act 2005) October 2019; review applications lodged with SAT • Due to administrative issues, review applications were dismissed. Re-commenced in January 2020 (DR 16/2020). • Directions hearing held on 31 January 2020, adjourned to 28 February 2020 to enable the parties to confer, with a view to then being directed to mediation. • Directions hearing on 28 February 2020 where the matter was referred to mediation on 16 March 2020. • Mediation on 16 March 2020 where it was resolved that: <ul style="list-style-type: none"> - The parties are to liaise in respect of the additional information required for the determination of the current development applications; - Preparation of a 'livestock management plan' that might form the basis of a development application. - Adjourned to a further mediation on 21 May 2020. 	Mediation on 21 May 2020	
Fittock v City of Busselton	Lots 50 & 52/12 Dunn Bay Road, Dunsborough	February 2020	Review of conditions on development application	Lee Reddell	<ul style="list-style-type: none"> • Directions hearing on 21 February 2020 against the conditions imposed by the City of a development application. • Directions hearing on 21 February 2020 vacated with adjournment of 4 weeks to allow the City and applicant time to meet prior to directions. • Matter re-listed for directions hearing on 27 March 2020. • Directions hearing held 27 March 2020 where a number of matters were discussed, including the need for the applicant to separate the review proceedings (only one decision can be considered per review application, whereas review lodged against two DA's) and the applicant sought a further adjournment to seek further advice on their options and 	Directions hearing on 28 May 2020	

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
					attempt to resolve the issues with the City. Matter re-listed for directions hearing on 28 May 2020.		
JOINT DEVELOPMENT ASSESSMENT PANEL							
NIL							
WESTERN AUSTRALIAN PLANNING COMMISSION							
NIL							

ITEMS FOR DEBATE**13.2 CLIMATE CHANGE POLICY STATEMENT AND DECLARATION**

STRATEGIC GOAL	3. ENVIRONMENT Valued, conserved and enjoyed
STRATEGIC OBJECTIVE	3.4 Climate change risks and impacts are understood, acknowledged and responded to through appropriate planning and community education.
SUBJECT INDEX	Energy Management
BUSINESS UNIT	Environmental Services
REPORTING OFFICER	Senior Sustainability/Environment Officer - Mathilde Breton
AUTHORISING OFFICER	Director, Planning and Development Services - Paul Needham
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Western Australian Local Government Association Climate Change Declaration  Attachment B WALGA Climate Change Policy Statement 

Cr Henley foreshadowed an amended recommendation. In accordance with the City's *Standing Orders Local Law 2018*, the amended recommendation was moved prior to the Officer Recommendation, which was:

OFFICER RECOMMENDATION

That the Council:

1. Signs the Western Australian Local Government Association Climate Change Declaration (Attachment A);
2. Continues to support the community in reducing the impacts of climate change and their greenhouse gas emissions; and
3. Request that Officers draft a City of Busselton Council Policy, 'Climate Change', which is to be consistent with the Western Australian Local Government Association Policy Statement on Climate Change (Attachment B) and present to Council for endorsement by 30 June 2020.

COUNCIL DECISION AND AMENDED RECOMMENDATION

C2004/117 Moved Councillor G Henley, seconded Councillor R Paine

That the Council:

1. **Signs the Western Australian Local Government Association Climate Change Declaration (Attachment A);**
2. **Continues to support the community in reducing the impacts of climate change and their greenhouse gas emissions; and**
3. **Request that Officers draft a City of Busselton Council Policy, 'Climate Change', which is to be consistent with the Western Australian Local Government Association Policy Statement on Climate Change (Attachment B) and present to Council for endorsement by 31 July 2020, subject to public accessibility to the meeting being possible.**

CARRIED 9/0

Reasons: To allow for further public consultation and the physical attendance of the public at the Council meeting at which the draft Council Policy is considered.

EXECUTIVE SUMMARY

This report seeks Council support to sign the WALGA Climate Change Declaration (Attachment A) as a way to communicate and strengthen the City's commitment to reducing its greenhouse gas emissions and managing the impact of climate change.

This report also seeks Council support to draft a Council Policy addressing Climate Change which is consistent with the WALGA Policy Statement on Climate Change (Attachment B) and also calls for the continued support of the local community in their efforts in reducing and managing the impacts of climate change.

BACKGROUND

On 26 February 2020, the Council received a petition with 126 signatures asking the City to:

1. *Endorse the Western Australian Local Government Association's (WALGA) Climate Change Policy Statement that states, amongst other things "there is a climate emergency which requires urgent action by all levels of government to avoid an unacceptable burden on future generations";*
2. *Join more than 40 other Local Governments in Western Australia representing more than half of the population in signing the WALGA Climate Change Declaration, and in doing so set an appropriate local government emissions reduction target and work towards its achievement.*

It also should set a community target and implement policies aimed at encouraging the community to reach that target. Actions and progress towards meeting these targets should be published annually.

The WALGA Climate Change Policy Statement was endorsed by the WALGA State Council on 4 July 2018 following consultation with member local governments. It represents the consolidated view of the LG sector and forms the basis of WALGA's climate change advocacy.

The Climate Change Policy Statement states:

- *Local Government acknowledges:*
 - *The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.*
 - *Climate change threatens human societies and the Earth's ecosystems.*
 - *Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.*
 - *A failure to adequately address this climate change emergency places an unacceptable burden on future generations.*
- *Local Government is committed to addressing climate change.*
- *Local Government is calling for:*
 - *Strong climate change action, leadership and coordination at all levels of government.*
 - *Effective and adequately funded Commonwealth and State Government climate change policies and programs.*

The current Policy Statement was updated from the 2009 version to take account of significant developments in scientific understanding of climate change, international and national political developments, and the increasing urgency for effective climate change adaptation and mitigation action.

The City, through the WALGA South West Zone, has already supported the climate change policy statement at its meeting on 22 June 2018.

Subsequently to developing the first Climate Change Policy Statement, WALGA developed a 'Climate Change Declaration for Local Governments', which is consistent with the intent of the Policy Statement. The Declaration was endorsed at the August 2011 meeting of WALGA State Council.

The City's Environment Strategy, endorsed by Council in September 2016, recommends the City "develops a climate change declaration for the City".

To date, 40 local governments have signed the Climate Change Declaration, representing 65% of Western Australia's population. That includes the following Councils:

City of Armadale	Shire of Ashburton	Shire Augusta-Margaret River
Town of Bassendean	City of Bayswater	City of Belmont
Shire of Boddington	Shire of Brookton	Town of Cambridge
City of Canning	Shire of Carnarvon	City of Cockburn
Town of Cottesloe	Shire of Dandaragan	Shire of Denmark
Town of East Fremantle	City of Fremantle	Shire of Goomalling
City of Greater Geraldton	Shire of Irwin	City of Joondalup
City of Mandurah	City of Melville	Shire of Merredin
Town of Mosman Park	Shire of Mundaring	Shire of Murray
City of Nedlands	Shire of Perenjori	City of Perth
Shire of Quairading	City of Rockingham	City of South Perth
City of Stirling	City of Subiaco	City of Swan
Shire of Toodyay	Town of Victoria Park	City of Vincent

OFFICER COMMENT

Climate Change Impacts

Listed below is a brief summary of anticipated climate change impacts globally and for the south west of WA for Councillors to review when considering the officer recommendation. It should be noted that City officers are not climate scientists, therefore the information provided below comes from widely accepted and recognised publications and resources, and is information which has formed the basis for policy development at both State and Federal levels, under all recent governments (i.e. it is information which has bi-partisan support across jurisdictions and levels of government).

The Intergovernmental Panel on Climate Change's (IPCC) *Fifth Assessment Report* (2014), the latest report of the scientific consensus-based, found that:

Warming of the climate system is unequivocal, and since the 1950s, many of the observed changes are unprecedented over decades to millennia. The atmosphere and ocean have warmed, the amounts of snow and ice have diminished, sea level has risen, and the concentrations of greenhouse gases have increased. Most aspects of climate change will persist for many centuries even if emissions of CO₂ are stopped.

Surface temperatures will remain approximately constant at elevated levels for many centuries after a complete cessation of net anthropogenic CO₂ emissions. Due to the long time scales of heat transfer from the ocean surface to depth, ocean warming will continue for centuries. Depending on the scenario, about 15 to 40% of emitted CO₂ will remain in the atmosphere longer than 1,000 years. It is virtually certain that global mean sea level rise will continue beyond 2100, with sea level rise due to thermal expansion to continue for many centuries.

Further, the *Fifth Assessment Report* found:

It is extremely likely [95–100%] that human influence has been the dominant cause of the observed warming since the mid-20th century.

More specifically for the south-west of Western Australia, the following impacts are forecast by the CSIRO and the Bureau of Meteorology (www.climatechangeinaustralia.gov.au):

- An increase in temperatures in all seasons;
- More hot days and warm spells;
- Decreasing winter rainfall;
- Increased intensity of extreme rainfall events;
- Rising mean sea levels and height of extreme sea-level events; and
- Harsher fire weather climate.

Some of the key findings applicable to the City of Busselton from the *Climate Change risks to Australia's coasts: A first pass national assessment* (2009) were:

- Local government areas (LGA) of Busselton, Mandurah, Rockingham and Bunbury have the highest level of risk of inundation from sea-level rise. Between 7,900 and 8,700 residential buildings may be affected by sea-level rise by 2100, representing approximately 60% of all current residential buildings within the Busselton LGA.
- The Busselton and Mandurah LGA have the highest number of residential buildings at risk of coastal erosion from sea-level rise.

Further to the final point above, the hazard assessment and financial model developed for the City's draft Coastal Adaptation Strategy identified over 7,000 properties as being potentially at risk from coastal erosion over the next 100-year timeframe, with an estimated current asset value of nearly \$5 billion.

It is broadly accepted by the scientific community and policy makers that climate change is occurring and greenhouse gas emissions from human activities are the dominant cause. The south west of Western Australian and more specifically the City of Busselton have been found at higher risk from the impacts of climate change.

Climate Change Commitments

When considering the officer recommendation, it is also worth examining the broader context of climate change actions and commitments at all levels of governments, and how that applies at the local level.

As a signatory to the *Paris Agreement* (2016) under the United Nations Framework Convention on Climate Change, Australia has committed to taking action on climate change and committed to reducing Australia's emissions to 26-28% on 2005 levels by 2030.

The Paris Agreement expressly recognises the importance of engagement at all levels of government and invites:

Civil society, the private sector, financial institutions, cities and other subnational authorities[...]to scale up their efforts and support actions to reduce emissions and/or to build resilience and decrease vulnerability to the adverse effects of climate change.

In August 2019, the State Government committed to working with all sectors of the economy to achieve net zero emissions for our State by 2050. Acceptance of consensus climate change science is also reflected in State planning policies, in particular *State Planning Policy 2.6: State Coastal Planning Policy* (adopted in current form in 2013, which requires consideration of the potential sea level rise of 0.9 metres over 100 years).

Current climate change related work

Over the last decade the City has implemented a significant number of initiatives to reduce its carbon emissions and adapt to the impacts of climate change. For the purpose of this report, only key strategic documents are outlined. Additional information can be provided upon request.

Climate change mitigation

The City's *Energy Strategy*, endorsed by Council late last year, outlines the City's approach and commitments to reducing energy use and increasing the uptake of renewable energies. The vision calls to *"Minimise energy costs and greenhouse gas emissions, through using energy as efficiently as possible and optimising our approach to generation and use of renewable energy, and to maximise return to ratepayers through becoming a net energy generator"*.

The following targets were also endorsed by Council:

1. *To generate 100% of the City of Busselton electricity needs from renewable sources by 2030.*
2. *To reduce City of Busselton corporate carbon emissions per capita to 50% on 2017/18 levels by 2030.*
3. *Develop efficiency targets for fleet and plant by 2025.*

The City is also a member of the Cities Power Partnership (CPP), which is a an Australia-wide program which assists and supports all Local Governments to celebrate and accelerate their carbon emissions reduction and clean energy initiatives. As part of the program, it committed to the following pledges:

- (a) Install renewable energy (solar PV and battery storage) on City buildings.*
- (b) Set targets to increase the level of renewable power for City operations over time.*
- (c) Pursue development of a mid-scale solar farm.*
- (d) Identify opportunities to turn waste into energy.*
- (e) Roll out energy efficient lighting for City-owned public lighting.*

Climate change adaptation

The City is a member of the Peron Naturaliste Partnership (PNP), which is a network of local governments committed to monitoring, identifying and managing coastal assets in relation to the impacts of climate change.

Significant work has been undertaken in climate change adaptation, mainly through the PNP including:

- Coastal Adaptation Pathways project;
- Coastal Community Adaptation Awareness Plan;
- Coastal erosion modelling;
- Historical shoreline movement study;
- Coastal Protection Management Plan; and
- Coastal Climate Change Legal Risk Mitigation project.

A Coastal Adaptation Strategy is currently being developed for the City. The objective of the project is:

To address issues related to coastal erosion and coastal flooding risk, which is reflected in an integrated way in the local planning scheme, as well as the City's infrastructure and financial planning, and which will protect urban areas from coastal flooding and coastal erosion, or provide for managed retreat from vulnerable areas.

Significant work is also underway to secure non-climate vulnerable access to non-potable water in Dunsborough (Sue Coals Aquifer) and Busselton (treated wastewater). The City has also been working with Busselton Water to assess the vulnerability of bores in coastal locations, which may be vulnerable to salinisation caused by sea level rise and the drying of the climate.

The City has also recently agreed to participate in sustainability action planning work being undertaken by the Margaret River Wine Industry Association.

Objectives of WALGA Climate Change Policy Statement and Declaration

Signing the WALGA Climate Change Declaration and developing a Council Policy: Climate Change would:

- Continue to demonstrate the City's acknowledgment of the impacts of climate change and commitment to developing locally appropriate mitigation and adaptation strategies to manage climate change; and
- Further support WALGA to advocate for the appropriate funding and development of legislative mechanisms to support local government climate change mitigation and adaptation work.

As outlined above, the City has been very proactive in the climate change sector, and supporting WALGA's Declaration and developing a Council Policy reflective of WALGA's Policy Statement would not commit the City to doing more or differently to what is currently being done. It would merely be another public declaration and acknowledgement of the importance of climate change and the need for action by all levels of government and more broadly.

Community Targets

A third component of the petition calls for the setting of community targets and the implementation of initiatives to assist the community in reducing its carbon emissions.

In 2010 the City, in line with recommendations from the now defunct Cities for Climate Protection (CCP™) program adopted a community target for reducing emissions. Carbon emissions from the residential, commercial, industrial, transport and waste sectors were estimated, using fairly crude and often broadly estimated data provided by the CCP.

While this exercise provided an opportunity to raise awareness in the community and within Council of emissions intensive activities, it was a time consuming exercise, which took resources away from implementing projects.

The City is also limited as to how it can influence community emissions. The main areas of influence are a mixture of encouraging/supporting sustainable transport and waste management, organising education/funding programs and providing new infrastructure that supports the reduction of carbon emissions (i.e. EV charging stations or community batteries).

Over the last decade, despite the absence of community targets or community emissions inventory, the City has substantially invested in working with the community in these areas. Some recent examples are provided below:

- Community education
 - o Development of a City of Busselton *Building a sustainable house* brochure and distribution via the Building Approval process and other communication channels;
 - o Holding of a Living Smart Sustainability course every year since 2017;
 - o Support provided to the Busselton and Dunsborough Community Gardens; and
 - o Provision of community battery storage (*PowerBank*), in partnership with Western Power.
- Sustainable transport
 - o Ongoing construction of new shared paths, maintenance of existing paths and installation of end of trip infrastructure such as bike lockers, repair stations and bike parking;
 - o Active transport behaviour change program for students at local primary schools;
 - o Installation of two EV charging stations in Busselton and Dunsborough; and
 - o Public transport community consultation in partnership with the Public Transport Authority.
 - o Feasibility study of a proposed safe active street, where speeds are reduced to allow for safer on road bike riding.
- Waste management
 - o Trial of a 3 bin system with intent to roll-out to the entire community involving collection and processing of food organics and garden organics from households into compost. This service avoids a significant amount of methane which would otherwise be emitted if left to decompose in landfill; and
 - o School and community presentations and workshops on zero waste and how to reduce ones impact on the environment and consequently reduce greenhouse gas emissions.

Promotion of these initiatives occurs on an ongoing basis through the City's usual communication channels and through the City's annual report.

Work is currently underway to develop free and standardised community emission profiles for all LGs in Australia, through a tool called Snapshot. Staff are monitoring progress of this initiative and if deemed necessary will brief Council on the merit or otherwise of joining this program.

Statutory Environment

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

Relevant Plans and Policies

The Officer Recommendation aligns to the following adopted plans or policies:

- Environment Policy (2011), sets out that:

Plan, design, operate and conduct operations in a manner that minimises waste and the demand on natural resources and energy.

- City of Busselton Environment Strategy (2016)

Strategic Action 4.6 “Develop a climate change declaration for the City”.

- City of Busselton Energy Strategy (2019)

Vision: “Minimise energy costs and greenhouse gas emissions, through using energy as efficiently as possible and optimising our approach to generation and use of renewable energy, and to maximise returns to ratepayers through becoming a net energy generator”.

Targets:

- *To generate 100% of the City of Busselton electricity needs from renewable sources by 2030.*
- *To reduce City of Busselton corporate carbon emissions per capita to 50% on 2017/18 levels by 2030.*
- *Develop efficiency targets for fleet and plant by 2025.*

Financial Implications

There are no financial implications associated with the officer recommendation.

Implementation of climate change mitigation and adaptation measures can, however, have financial implications, both positive and negative. For instance, should the Council choose to move to an ongoing and more widespread FOGO bin service, there would be costs associated with doing so. If the City failed to protect infrastructure from coastal processes affected by sea level rise (i.e. coastal erosion and inundation, salinisation of groundwater), there would be associated costs (and also costs associated with protection, if the Council had chosen to do that).

Stakeholder Consultation

No external stakeholder consultation was required or undertaken in relation to this matter. It is worth noting that this report is in response to a petition received by the Council.

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 such risks have been identified.

Options

As an alternative to the proposed recommendation the Council could:

1. When drafting a Council Policy on Climate Change, amend the wording of the Climate Change Policy Statement and/or Declaration. This is not recommended as the documents were carefully worded to represent the views of the local government sector and indicate the severity and urgency of the issue of climate change for local communities.

2. Endorse community emissions reduction targets. Another report would probably need to be prepared outlining resources required and possible options for targets.
3. Prepare an annual community score card, presenting key performance indicators representative of the City of Busselton community's performance in reducing the impacts of climate change. Such score card would be more beneficial at a regional level, in partnership with WALGA. It is highly recommended Council considers existing workload priorities when recommending to endorse community emissions reduction targets and/or prepare a community sustainability score card and the need to allocate sufficient resources towards implementing the recently endorsed Energy Strategy.

CONCLUSION

It is recommended the City signs the WALGA Climate Change Declaration as it further supports and enhances the City's current and existing efforts in reducing its greenhouse gas emissions and managing the impacts of climate change. It is recommended the City focuses its efforts on continuing to support the community by delivering services that will effectively reduce emissions as opposed to setting and reporting on community emissions targets. At this stage, it is recommended that officers draft a Council Policy on Climate Change, that is consistent with the WALGA Policy Statement, and present to Council at a later point in time for endorsement.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

The WALGA Climate Change Declaration will be signed and officers will commence work on drafting a Council Policy on Climate Change within 30 days of the Council resolution. The City will continue to support the community in reducing the impacts of climate change on an ongoing basis.



**The Western Australian
Local Government Declaration
on Climate Change**

The City of Busselton acknowledges that:

- Evidence shows that climate change is occurring.
- Climate change will continue to have significant effects on the Western Australian environment, society and economy, and the Local Government sector.
- Human behaviours, pollution and consumption patterns have both immediate and future impacts on the climate and environment.

The City of Busselton supports the:

- Environmental, social and economic benefits of addressing climate change immediately.
- Opportunity for Local Government to demonstrate leadership in climate change management at a community level.
- Development of equitable and implementable State and Commonwealth strategies for climate change management.

The City of Busselton commits from date of signing to:

- Set an appropriate, individual Local Government emissions reduction target and work toward its achievement.
- Work with State and Federal Government to ensure achievement of greenhouse gas emissions reduction targets as set out in key National and International agreements.
- Work with State and Federal Government to implement key actions and activities for climate change management at a local level.

- Assess the regionally specific risks associated with climate change and implications for Local Government services, and identify areas where appropriate mitigation and/or adaptation strategies should be applied.
- Develop an internal Climate Change Action Plan (CCAP) for climate change actions across all Local Government functions, with a focus on the two, five and ten year future.
- Ensure that, at appropriate review intervals, the strategic plan and policies for the Local Government are reviewed and amended to reflect climate change management priorities and emissions reduction targets.
- Encourage and empower the local community and local businesses to adapt to the impacts of climate change and to reduce their greenhouse gas emissions.
- Monitor the progress of climate change initiatives and ensure full communication of achievements for Council and Community.

Signed:

Mayor/President - City of Busselton

Date:

Signed:

President - Western Australian Local Government Association

Date:



Climate Change Policy Statement

July 2018



Version tracking

Version number	Date	Author	Comments / Modifications
1	February 2018	Laura Simes	Major revision of 2009 Climate Change Policy Statement, taking into account sector responses to the <i>WALGA Climate Change Position Statement Review Discussion Paper (November 2017)</i> .
2	May 2018	Laura Simes	Revisions taking into account sector comments on the <i>Draft Climate Change Policy Statement (March 2018)</i> . Reviewed by Nicole Matthews and Mark Batty.
3	July 2018	Laura Simes	Addition to include support for communities impacted, as recommended by State Council (July 2018).

ONE70
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1.0 Policy Statement

Local Government acknowledges:

- I. The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.
- II. Climate change threatens human societies and the Earth's ecosystems.
- III. Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.
- IV. A failure to adequately address this climate change emergency places an unacceptable burden on future generations.

Local Government is committed to addressing climate change.

Local Government is calling for:

- I. Strong climate change action, leadership and coordination at all levels of government.
- II. Effective and adequately funded Commonwealth and State Government climate change policies and programs.



2.0 Rationale

2.1 Purpose and intent of this document

Climate change is a key issue for Local Governments that impacts almost all aspects of their operations and responsibilities.

This Policy Statement represents the consolidated position of Western Australian Local Governments regarding this important issue.

WALGA will promote the Climate Change Policy Statement and act consistently with its content. The Policy Statement will form the basis for WALGA's climate change advocacy on behalf of the WA Local Government sector.

Individual Local Governments are encouraged to support and utilise this Policy Statement in developing and implementing their own climate change strategies and programs, but are not bound by the Policy.

2.2 The science is clear

International scientific consensus is that climate change is occurring, and human activities are the dominant cause.

The *Fifth Assessment Report*, the latest report of the scientific consensus-based Intergovernmental Panel on Climate Change (IPCC), found:

Warming of the climate system is unequivocal, and since the 1950s, many of the observed changes are unprecedented over decades to millennia. The atmosphere and ocean have warmed, the amounts of snow and ice have diminished, sea level has risen, and the concentrations of greenhouse gases have increased¹.

Most aspects of climate change will persist for many centuries even if emissions of CO₂ are stopped².

Surface temperatures will remain approximately constant at elevated levels for many centuries after a complete cessation of net anthropogenic CO₂ emissions. Due to the long time scales of heat transfer from the ocean surface to depth, ocean warming will continue for centuries. Depending on the scenario, about 15 to 40% of emitted CO₂ will remain in the atmosphere longer than 1,000 years. It is virtually certain that global mean sea level rise will continue beyond 2100, with sea level rise due to thermal expansion to continue for many centuries³.

Further, the IPCC has also found:

It is extremely likely [95–100%] that human influence has been the dominant cause of the observed warming since the mid-20th century.⁴



2.3 Climate change is a global threat, and Australia has committed to being part of the solution

As a signatory to the Paris Agreement under the United Nations Framework Convention on Climate Change and the United Nations Sustainable Development Goals (SDGs), Australia has committed to taking action on climate change and to ensuring that mitigation and adaptation action is equitable and consistent with the aims of the SDGs.

Local Government is committed to meeting international obligations through Australia's participation in protocols and agreements established under the UNFCCC, including but not limited to the Paris Agreement and successive international treaties.

The Paris Agreement expressly recognises the importance of engagement at all levels of government⁵. **Local Government is committed** to contributing to national and international emissions reduction targets to achieve the Paris Agreement goal of limiting global temperature rise to well below 2° Celsius and to pursue efforts to limit the temperature increase even further to 1.5° Celsius.

Local Government acknowledges that current worldwide commitments under the Paris Agreement are insufficient to achieve even the 2° Celsius goal⁶. Australia is a developed country with among the highest per capita greenhouse gas (GHG) emissions in the world⁷. Recognising this, **Local Government calls on the Commonwealth Government show international leadership, by committing to a more ambitious Paris target.**

Local Government recognises that both the impacts of climate change and the policy responses required to contribute to the avoidance of dangerous climate change have significant equity implications⁸. These equity considerations have domestic and international dimensions, for both present and future generations and for the survival of other species. Climate change disproportionately affects disadvantaged and marginalised groups⁹ including the poor and rural and regional communities.

Local Government supports an equitable transition to a carbon constrained world:

- **globally**, the right of developing countries to increase their share of global wealth in ways that remain within the ecological capacities of the planet;
- **domestically**, the need to equitably share the cost of climate change adaptation and mitigation and ensure disadvantaged and marginalised groups receive adequate support. This includes provision of support and incentives for communities impacted by the transition (eg, by fostering innovation, and supporting workforce adjustment packages and new employment opportunities).

Local Government supports the United Nations Sustainable Development Goals, and supports climate change action as part of a broader sustainable development agenda.



2.4 Local Government is already acting on climate change, but all levels of Government must act

For Australia to meet its international obligations, all levels of government must act. The Western Australian and Commonwealth Governments have an obligation to address climate change in partnership with Local Government, and in consultation with the community.

Local Government calls on the Western Australian and Commonwealth Governments to develop a formalised coordinated approach, such as in the form of a Commonwealth/State/Local Government partnership agreement or Intergovernmental Agreement, establishing consistent and coordinated principles, objectives and actions across Australia that provides for long-term planning to address climate change.

The strategic, long-term planning that Local Government seeks from the Western Australian and Commonwealth Governments includes:

- adequate ongoing funding for essential research, science and innovation to underpin climate change policy initiatives and program design¹⁰
- taking direct responsibility for the delivery of mitigation actions, adaptation and resilience planning in areas that lend themselves to centralised coordination at Western Australian or Commonwealth Government level;
- embedding climate change mitigation and adaptation considerations in Government projects and policies (government procurement, land management, development, investment strategies that move away from fossil fuels etc.);
- partnering with and resourcing Local Government to deliver community emissions reduction programs that are most effectively implemented at the Local Government level;
- removing existing barriers to climate mitigation and adaptation actions by Local Government; and
- ensuring all decisions are guided by the precautionary principle.

Local Government calls on the Commonwealth Government to develop and implement a national plan for action to:

- meet Australia's international obligations;
- ensure Australia is prepared to adapt to the impacts of climate change; and
- navigate the pathway to a low carbon economy, fostering innovation, new employment opportunities and economic growth.

Local Government calls on the Western Australian Government for a major revision and update of the 2012 climate change strategy¹¹.



2.5 Local Government urges effective mitigation action

Local Government recognises that there is a global climate emergency which requires urgent action.

Local Government is committed to reducing operational GHG emissions and supporting the reduction of GHG emissions in the community.

Local Government recognises that Australia has the capacity to contribute to global climate change mitigation, by reducing emissions now, in a way that creates positive opportunities for communities, business and the economy.

Local Government acknowledges a successful response to the challenge of climate change requires cross-sectoral action by government, business and the community.

However, there are insufficient long-term Western Australian and Commonwealth Government plans or resources directed to climate change action. There is a particularly significant policy vacuum within the Western Australian Government, with negligible demonstrated or coordinated leadership or long-term planning. Australia and the world is seeing a shift away from fossil fuels towards energy efficient and renewable technologies that includes widespread uptake of rooftop solar¹², battery storage¹³, energy trading¹⁴, virtual power plants¹⁵, electric vehicles¹⁶, energy efficiency and energy productivity¹⁷. The market, business, insurers, many Local Governments, communities and (other) State Governments are moving in this direction. **Local Governments are calling on the Western Australian and Commonwealth Governments** to accelerate action and remove barriers to transition to a low carbon, energy efficient economy.

Local Government considers a wide range of policy measures - from regulatory intervention and market-based mechanisms (such as an emissions trading scheme) through to voluntary schemes, education and behaviour change programs - are required to successfully achieve emissions reduction targets.

As part of the required national plan for action, **Local Government calls on the Commonwealth Government** to put in place efficient, effective and equitable measures to drive national emissions reductions.

Local Government is in a unique position to drive and implement mitigation programs, foster innovation and support sustainability at the community level, and has had successful collaborations and partnerships to implement such programs in the past¹⁸.

Local Government calls on the Commonwealth Government to partner with Local Government in its efforts to further reduce GHG emissions, including through:

- renewable energy projects (small scale and large scale);
- energy efficiency projects (eg, mass LED public lighting retrofits);
- waste management;
- enabling take-up of new renewable and sustainable technologies; and



- accelerating the take up of low or zero emissions vehicles (eg, Local Government electric vehicle fleets, installation of electric vehicle charging stations).

Local Government calls on the Western Australian Government to:

- follow the lead of the other States and Territories and introduce a State-level renewable energy and/or emissions reduction target;
- ensure that statutory planning policies are consistent with climate change mitigation priorities (eg, maintaining and increasing urban forest to reduce heat island effect, best practice building energy efficiency etc.); and
- drive mass LED public lighting retrofits, by addressing the regulatory hurdles and unaligned incentives that act as a disincentive to the uptake of low cost, energy efficient public lighting.

Local Government calls on the Environmental Protection Authority to take a stronger regulatory role in assessing and recommending conditions to mitigate the GHG emissions associated with major projects within the Environment Impact Assessment process¹⁹.

2.6 Local Government urges effective adaptation and resilience planning

Local Government is committed to the common goal of ensuring that Western Australia's human communities and natural ecosystems have the resources and assistance to enable them to build maximum resilience and adapt to climate change impacts that are now understood to be unavoidable.

Local Government asserts that it is the responsibility of all spheres of Australian Government to ensure that their decisions, policies and programs take into consideration the likely impact of climate change on current and future human settlements, natural resources and ecosystems and facilitate adaptation to these. These include but are not limited to disaster relief, national security, environment, energy, infrastructure and land use planning, water, housing, health and transport.

Local Government notes there are some policies, programs and limited funding for *coastal* adaptation in Western Australia, and a body of work completed in relation to bushfire planning and management. While this action is welcome, it is insufficient, and there is currently only *minimal* capacity and resourcing available to adapt to other effects of climate change, such as changes in temperature and rainfall, extreme weather events such as heatwaves and floods, flow-on effects such as the health and social impacts of climate change.

In many cases, Local Governments do not have the financial resources to shoulder the cost of implementing adaptation measures alone. This must be a shared responsibility.



Effective adaptation and resilience planning by Western Australian and Commonwealth Governments includes:

- a strategic approach to progressing and funding action for climate change adaptation and building resilience;
- adequate assistance, including funding, for Local Governments and Commonwealth and State agencies engaged in adaptation action;
- recognising and planning for the impacts of climate change on biodiversity and agricultural productivity, particularly in relation to biosecurity;
- sustainable management of water resources;
- providing greater certainty for Local Governments managing their risk and liability flowing from adaptation planning decisions;
- a State-Wide Coastal Hazard Map;
- coastal management legislation in Western Australia to define and establish principles, objects, actions, roles and responsibilities for integrated coastal zone management, with specific reference to planned and managed retreat;
- ensuring the Western Australian planning system adequately incorporates consideration of climate change effects and adaptation issues; and
- hazard identification and planning beyond coastal planning, into current and expected effects of changes on extreme weather events, bushfires, biodiversity, invasive flora and fauna, health, social impacts etc.

Local Government is also calling for national and state emergency management and disaster relief policies that adequately incorporate climate change in their planning and implementation. Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) financial measures need to provide funding to reinstate a damaged or destroyed asset to a more disaster resilient standard, where this is an appropriate and cost effective response based on likely recurrence of the disaster event.

¹ IPCC (2013). "Summary for Policymakers" in *Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA at 4. Available at: <https://www.ipcc.ch/report/ar5/wg1/>.

² As above, at 27.

³ As above, at 28.

⁴ As above, at 17. The term "extremely likely" is defined by the IPCC as having an assessed likelihood of 95-100%: See "Chapter 1: Introduction" in *Climate Change 2013: The Physical Science Basis. Contribution of Working Group I to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA at 121 (footnote 2).

⁵ United Nations Framework Convention on Climate Change (2015) *Adoption of the Paris Agreement*, 21st Conference of the Parties, Paris: United Nations at 2. Available at: http://unfccc.int/files/home/application/pdf/paris_agreement.pdf.



⁶ The Climate Action Tracker (Climate Analytics, Ecofys & NewClimate Institute) calculates the gap in current policies, Paris Commitments and the emissions reductions required to keep the world at a 1.5°C and a 2.0 °C increase. Available here: <https://climateactiontracker.org/global/cat-emissions-gaps/>.

⁷ Australia has the highest per capita emissions of the OECD countries, and the seventh highest per capita in the world after Kuwait, Brunei, Qatar, Belize, Oman and Bahrain: CAIT Climate Data Explorer (World Resources Institute) (2018). *GHG Emissions Totals Excluding Land Use Change and Forestry Per Capita 2014*. Available at: <http://cait.wri.org/historical>.

⁸ Althor, G. et al. Global mismatch between greenhouse gas emissions and the burden of climate change. *Sci. Rep.* 6, 20281; doi: 10.1038/srep20281 (2016). Available at: <https://www.nature.com/articles/srep20281>.

⁹ "People who are socially, economically, culturally, politically, institutionally or otherwise marginalised are especially vulnerable to climate change" IPCC (2014). Summary for Policymakers" in *Climate Change 2014: Impacts, Adaptation, and Vulnerability. Part A: Global and Sectoral Aspects. Contribution of Working Group II to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change*. Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA, at 6. Available at: <http://www.ipcc.ch/report/ar5/wg2/>. See also CSIRO (2015). *Climate Change Adaptation for Health and Social Services*, edited by Rae Walker and Wendy Mason. CSIRO Publishing, and L Rickards et al. (2016). *On the Frontline: Climate Change & Rural Communities*. Climate Commission. Available at <https://www.climatecouncil.org.au/ruralreport>.

¹⁰ For example, BOM and CSIRO's Climate Change in Australia: <https://www.climatechangeinaustralia.gov.au/>, Western Australian Marine Science Institution: <https://www.wamsi.org.au/>, National Climate Change Adaptation Research Facility: <https://www.nccarf.edu.au/> and CoastAdapt: <https://coastadapt.com.au/>.

¹¹ Western Australian Government (2012). *Adapting to our Changing Climate*. Available at: <https://www.der.wa.gov.au/your-environment/climate-change/254-adapting-to-climate-change>.

¹² See for example: A Bruce & I MacGill. "FactCheck Q&A: is Australia the world leader in household solar power?" *The Conversation*. 28 March 2016. Available at: <https://theconversation.com/factcheck-ganda-is-australia-the-world-leader-in-household-solar-power-56670>.

¹³ See for example: N Harmsen. "Elon Musk's giant lithium ion battery completed by Tesla in SA's Mid North". *ABC News*. 24 November 2017. Available at: <http://www.abc.net.au/news/2017-11-23/worlds-most-powerful-lithium-ion-battery-finished-in-sa/9183868>; Climate Council. *Fully Charged: Renewables and Storage Powering Australia*. 2018. Available at: <https://www.climatecouncil.org.au/resources/battery-storage-2018/>.

¹⁴ See for example: K Diss, "Blockchain technology fuels peer-to-peer solar energy trading in Perth start-up". *ABC News*. 11 October 2017. Available at: <http://www.abc.net.au/news/2017-10-11/blockchain-technology-fuels-peer-to-peer-energy-trading-start-up/9035616>.

¹⁵ See for example: C Chang. "South Australian government strikes deal with Tesla to install free batteries to 50,000 homes". *News.com.au*. 5 February 2018. Available at: <http://www.news.com.au/technology/innovation/south-australian-government-strikes-deal-with-tesla-to-install-free-batteries-to-50000-homes/news-story/fd04731350da176c374383f3fb25e947/>.

¹⁶ A Gray. "Countries are announcing plans to phase out petrol and diesel cars. Is yours on the list?" *World Economic Forum*. 26 September 2017. Available at: <https://www.weforum.org/agenda/2017/09/countries-are-announcing-plans-to-phase-out-petrol-and-diesel-cars-is-yours-on-the-list/>.

¹⁷ Energy productivity is an indicator of the amount of economic output that is derived from each unit of energy consumed. See, for example, the Australian Alliance for Energy Productivity project to double productivity by 2030: <https://www.2xep.org.au/>.

¹⁸ For example as delivery agents of the Commonwealth Government's Community Energy Efficiency Program (CEEP) and Local Government Energy Efficiency Program (LGEEP) and the Cities for Climate Protection.

¹⁹ See commentary on State climate change in the EPA's *Annual Report 2016-2017* at 38-40. Available at: <http://www.epa.wa.gov.au/annual-reports/epa-annual-report-2016-2017>.



Appendix A

Acronyms

BOM	Bureau of Meteorology
CAIT	Climate Access Indicators Tool
CEEP	Community Energy Efficiency Program
CO ₂	Carbon dioxide
CPP	Cities for Climate Protection
CSIRO	Commonwealth Scientific and Industrial Research Organisation
GHG	Greenhouse Gas
ICLEI	International Council for Local Environmental Initiatives – Local Governments for Sustainability
IPCC	Intergovernmental Panel on Climate Change
LED	Light Emitting Diode
LGEEP	Local Government Energy Efficiency Program
NCCARF	National Climate Change Adaptation Research Facility
SDGs	Sustainable Development Goals
UNFCCC	United National Framework Convention on Climate Change
WALGA	Western Australian Local Government Association
WAMSI	Western Australian Marine Science Institution
WANDRRA	Western Australia Natural Disaster Relief and Recovery Arrangements
WRI	World Resources Institute



Appendix B

Background Information

Climate change in Australia¹:

- Australia's climate has warmed in both surface air temperature and surrounding sea surface temperature by around 1°C since 1910.
- By late this century, Australia's average temperature is projected to increase by 3–5°C compared to a 1986–2005 baseline under the current global trajectory of greenhouse gas emissions, 1.5–2.5 °C for a medium emissions scenario or 0.5–1.5 °C for a low emissions scenario.
- There has been, and will continue to be, an increase in the number of days with weather conducive to fire in southern and eastern Australia. The number of days is projected to double by the end of the century under a high emissions scenario.
- May–July rainfall has reduced by around 19 per cent since 1970 in the southwest.
- Winter rainfall is projected to decrease across southern Australia, by a median of 17 per cent with a range of 2–32 per cent under a high emissions scenario by the end of the century, relative to 1986–2005, with more time spent in drought.
- Past and ongoing emissions commit us to further sea-level rise around Australia of around 6–19 cm by 2030, relative to the 1986–2005 baseline. By 2100, sea level rise could exceed two metres².
- The rise in mean sea level will amplify the effects of high tides and storm surges.

Intergovernmental Panel on Climate Change (IPCC): This is the international body for assessing the science related to climate change. IPCC assessments provide a scientific basis for governments at all levels to develop climate related policies, and they underlie negotiations at the UN Climate Conferences. IPCC reports undergo multiple rounds of drafting and review to ensure they are comprehensive and objective and produced in an open and transparent way. Thousands of other experts contribute to the reports by acting as reviewers, ensuring the reports reflect the full range of views in the scientific community.

Paris Agreement: The first-ever universal, legally binding global climate deal, adopted by 195 countries at the UNFCCC Conference of Parties in Paris, December 2015. It aims to respond to the global climate change threat by keeping a global temperature rise this century well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C. It aims for global greenhouse gases to peak as soon as possible, and seeks to foster resilience and climate adaptation. Full text of the Paris Agreement is available [here](#). As of November 2017, all 195 countries have signed on to the Paris Agreement. The United States of America has indicated an intention to withdraw (it is unable to withdraw until November 2020). Further information tracking country ratifications and targets is available [here](#).

Sustainable Development Goals (SDGs): In September 2015, 193 countries (including Australia) agreed to the United Nations 17 Sustainable Development Goals (SDGs) and 169 targets. The SDGs are a successor to the Millennium Development Goals, but unlike the Millennium Development Goals, relate to all developed and emerging countries, as well as



developing countries. They aim to end poverty, hunger and inequality, take action on climate change and the environment, improve access to health and education, build strong institutions and partnerships, and more. Aims include climate action (Goal 13), affordable and clean energy (Goal 7), responsible consumption and production (Goal 12) and sustainable cities and communities (Goal 11). For further information on how the SDGs are relevant to Local Governments, see the Global Network of Cities, Local and Regional Government (UCLG) publication "The Sustainable Development Goals: What Local governments need to know", available [here](#).

United Nations Framework Convention on Climate Change (UNFCCC): an international environmental treaty adopted on 9 May 1992. The UNFCCC objective is to "stabilise greenhouse gas concentrations in the atmosphere at a level that would prevent dangerous anthropogenic interference with the climate system".

Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA): provides a range of financial relief measures to assist communities to recover from an eligible natural disaster event, jointly funded by the Western Australian and Australian Governments, which reimburses Local Governments for the restoration and replacement of essential public assets owned by a local government to the extent necessary to restore the asset to the equivalent of its pre-disaster standard.

Western Australian Local Government action on climate change: WA Local Governments have, for a number of years, been actively engaged in a range of climate change mitigation and adaptation activity, together with education and encouraging awareness and behaviour change amongst residents. Many Local Governments have made voluntary commitments or pledges in relation to climate change, including the following:

Pledge	Description	Number of Local Government Participants
Local Government Climate Change Declaration	Developed by WALGA. A voluntary opportunity for Local Governments to demonstrate their political commitment to locally appropriate climate change adaptation and mitigation action. ³	40 (representing 65% of the WA population)
Divesting from fossil fuels	Commitment to shift money out of banks that fund fossil fuels. ⁴	12 (representing 30% of the WA population)
Compact of Mayors	A coalition of city leaders around the world committed to addressing climate change. ⁵	4
Cities Power Partnership	Launched July 2017 by the Climate Council, aims to celebrate and accelerate emission reductions and clean energy in Australian towns and cities. ⁶	10



In the past, Western Australian Local Governments have been key delivery agents of Commonwealth Government climate change mitigation programs, such as the Community Energy Efficiency Program (CEEP), the Local Government Energy Efficiency Program (LGEEP) and the Cities for Climate Protection (CCP) Program that was delivered by ICLEI with Commonwealth Government support. The LGEEP and CEEP grants assisted Local Governments in undertaking a wide range of building energy efficiency, LED public lighting and geothermal projects.

Program	Program dates	WA Local Government participants
Cities for Climate Protection	1999-2006	30
Local Government Energy Efficiency Program (LGEEP)	2011-2014	50 (includes 1 WALGA grant)
Community Energy Efficiency Program (CEEP)	2011-2016	15 (includes 1 WALGA grant)
Emissions Reduction Fund (ERF)	2014-present	2 (both transitioned from the Carbon Farming Initiative)

Adaptation is a current issue for Local Government, particularly as the effects of climate change are now unequivocally being felt, and Local Governments are in a position where they need to be planning for further effects of climate change in the future.

The Western Australian State Government provides around \$1.3 million funding per year under the CoastWest, Coastal Management Plan Assistance Program and Coastal Adaptation and Protection programs. In contrast, the New South Wales State Government (with a coastline one sixth the length of Western Australia), is providing \$63 million over five years. The Queensland State Government (with a coastline a little over half the length of Western Australia) provides \$12 million dollars over three years.

The Western Australian state planning system has encompassed coastal adaptation planning, but this has not yet been expanded to deal with other current and expected issues such as changes in temperature, rainfall and extreme weather events (including floods), heatwaves and bushfires.

¹ CSIRO 2016 *State of the Climate*. <https://www.csiro.au/en/Showcase/state-of-the-climate>.

² B Dennis and C Mooney. 2016. 'Scientists nearly double sea level rise projections for 2100, because of Antarctica'. *The Washington Post*. 30 March 2016. Available at: https://www.washingtonpost.com/news/energy-environment/wp/2016/03/30/antarctic-loss-could-double-expected-sea-level-rise-by-2100-scientists-say/?noredirect=on&utm_term=.574c448f582f.

³ For further information see here: <http://walga.asn.au/Policy-Advice-and-Advocacy/Environment/Climate-Change.aspx>.




⁴ For a list of Australian Local Governments that have committed to divest see here: <http://gofossilfree.org.au/fossil-free-councils/>. Not listed are City of Bayswater, City of Subiaco and the Shire of Mundaring, which have also recently committed to divest.

⁵ Cities of Joondalup, Perth, Melville and Mandurah. Further information about the Compact of Mayors available here: <https://www.compactofmayors.org/>.

⁶ Local Governments participating in the Cities Power Partnership are shown on the map here: <http://citiespowerpartnership.org.au/power-partners/>.

15.2 ECONOMIC DEVELOPMENT BUSINESS SUPPORT PROGRAM

STRATEGIC GOAL	4. ECONOMY Diverse, resilient, prosperous
STRATEGIC OBJECTIVE	4.2 A community where local business is supported and in turn drives our economy
SUBJECT INDEX	Economic Development
BUSINESS UNIT	Commercial Services
REPORTING OFFICER	Manager, Commercial Services - Jennifer May
AUTHORISING OFFICER	Director, Community and Commercial Services - Naomi Searle
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A Business Support Program - Guidelines Draft  

DISCLOSURE OF INTEREST	
Date	22 April 2020
Meeting	Ordinary Council
Name/Position	Cr Phill Cronin
Item No./Subject	15.2 Economic Development Support Program
Type of Interest	Impartiality Interest
Nature of Interest	I declare an Impartiality Interest in relation to Agenda Item 15.2 as I am a board member of the Busselton

Cr Cronin foreshadowed an alternative recommendation prior to the meeting. In accordance with the City's *Standing Orders Local Law 2018*, the alternative recommendation was moved prior to the Officer Recommendation, which was:

OFFICER RECOMMENDATION

That the Council:

- Endorses the allocation of \$160,000 from the adopted 2019/20 economic and business development and marketing and events budgets towards economic and community development initiatives in response to the COVID-19 crisis, including:
 - \$75,000 to be allocated to a small business support program; and
 - \$85,000 to be allocated to other economic and/or community development initiatives;
- Delegates authority to the Chief Executive Officer to establish criteria and approve applications for the business support program and economic and community development initiatives; and
- Endorses a budget amendment which gives effect to Part 1 above resulting in a \$0 effect on the City's net current position.

ALTERNATIVE RECOMMENDATION**C2004/118**

Moved Councillor P Cronin, seconded Councillor P Carter

That the Council:

1. Endorses the allocation of \$160,000 from the adopted 2019/20 economic and business development and marketing and events budgets towards economic and community development initiatives in response to the COVID-19 crisis, including:
 - (a) \$75,000 to be allocated to the Busselton Chamber of Commerce and Industry COVID-19 Business Support and Recovery Programs as outlined in the 'BCCI COVID-19 Business Support and Recovery Program' document dated 20 April 2020 and that this program be made available to all businesses within the City of Busselton, regardless of their BCCI membership status; and
 - (b) \$85,000 to be allocated to group consulting and training providers to deliver other economic and/or community development initiatives;
2. Delegates authority to the Chief Executive Officer to establish criteria and approve applications for the economic and community development initiatives; and
3. Endorses a budget amendment which gives effect to Part 1 above resulting in a \$0 effect on the City's net current position.

LOST 4/5

For the motion: Cr Cronin, Cr Riccelli, Cr Cox, Cr Carter

Against the motion: Cr Henley, Cr Miles, Cr Paine, Cr Hick, Cr Barrett-Lennard

With the alternative recommendation being lost, the Officer Recommendation was moved.

There was opposition to the motion and debate ensued.

COUNCIL DECISION AND OFFICER RECOMMENDATION**C2004/119**

Moved Deputy Mayor K Hick, seconded Councillor J Barrett-Lennard

CARRIED 8/1**BY ABSOLUTE MAJORITY**

For the motion: Cr Henley, Cr Miles, Cr Paine, Cr Hick,

Cr Barrett-Lennard, Cr Riccelli, Cr Cox, Cr Carter

Against the motion: Cr Cronin

EXECUTIVE SUMMARY

The COVID-19 pandemic has had a significant impact on the international, national and local economies. Already within the City of Busselton, residents, businesses and employers are significantly impacted by the government mandated businesses closures and social distancing measures, as well as the interstate and regional travel restrictions that have been put into place.

This report requests Council consider a business support program as a first response to the COVID-19 crisis that will be followed by a broader economic recovery plan that will be developed through the initiation of the Local Recovery Group. The business support program is designed to be a 'quick response' program that can be initiated immediately at the local level, complementing both State and Federal Government support and stimulus packages.

BACKGROUND

The COVID-19 Pandemic has had a significant impact on the global and national economy as the social distancing measures including border and travel restrictions have been put into place to stop the spread of the Corona virus. While the complete local economic effects from the pandemic are yet to be fully understood, feedback from industry stakeholders indicates that businesses in events, tourism, hospitality, retail, food and beverage and many more have been significantly impacted.

The first wave of restrictions on events and public gatherings (less 500 people) were introduced on 15 March 2020, followed by the closure of places of social gathering, licenced clubs and premises, entertainment venues including cinemas and places of worship a week later. Cafes and restaurants were able to remain open but limited to takeaway only. The closing of interstate and regional borders on 24 March and 31 March respectively have all resulted in large number of job losses, and significant financial hardship on individuals and businesses. The unknown timelines associated with the pandemic and lifting of restrictions and social distancing measures have also resulted in uncertainty around the future and has hit the local and regional economies hard.

The State and Federal Governments have responded to the COVID-19 pandemic by releasing a number of stimulus and support packages to assist individuals and businesses. The economic initiatives to date have been aimed at getting cash flow back into businesses to help keep their employees in jobs and provide financial relief through a number of measures such as:

- Income support payments for individuals and households, including JobSeeker payments, early release of superannuation, utility and rental assistance and other family tax benefits;
- Support for businesses through tax-free cash payments, JobKeeper payments, payroll tax one-off grants, tax payment deferrals and investment incentives.

Despite this, many businesses within the City of Busselton have, and are continuing to suffer financial hardship with revenue streams impacted through the travel and social distancing measures put in place.

The City of Busselton has responded to the COVID19 pandemic in a number of ways and on the 1 April 2020, a report was endorsed by Council to implement a range of economic and community measures including, but not limited to:

- Not increasing rates for the 2020/21 financial year;
- Introduction of weekly, fortnightly and monthly payment options for rates payments;
- Reducing interest and payment charges to rates billing and collection;
- Relaxing terms and conditions on payment arrangements on a case by case basis;
- Consideration of revised 2020/21 Community Bids funding package;
- Consideration of a revised 2020/21 marketing and events sponsorship package;
- Consideration of the repurposing of the unallocated and unspent funds from the 2019/20 marketing and events budgets generated through the Industrial and Commercial Differential Rate.

Further to this, the City's Economic Development Team has been involved in responding to the pandemic through a range of initiatives, including the development of a business support program.

OFFICER COMMENT

Since the initiation of the COVID19 response by the City of Busselton with the formation of an internal executive COVID-19 group in mid-March, the Economic Development team have been involved in responding to local businesses and the community as well as liaising with industry, government agencies, not-for-profit organisations and other City departments in collating and providing up to date information about financial assistance and resources.

A summary of activities can viewed below:

Contact and liaison with industry, government agencies and stakeholders	<p>Industry Summary Document is being maintained, including updates from:</p> <ul style="list-style-type: none"> • Busselton Chambers of Commerce • Dunsborough and Yallingup Chamber of Commerce and Industry • Margaret River Wine Industry Association • Margaret River Busselton Tourism Association • Australia's South West • South West Development Commission • Business Advisory South West • Regional Development Australia • Bunbury Geographe Economic Alliance • City of Busselton Economic Development Taskforce members • Other WA Local Government Economic Development agencies • Economic Development Australia
Regular email alerts to database of business owners, providing information on State and Federal governments, local and regional resources	<ul style="list-style-type: none"> • 18 /03 – Important information for small business regarding COVID-19 • 20/03 - Practical information regarding COVID-19 • 23/03 - DYCCI COVID-19 Online Information Session • 24/03 – COVID-19 Useful links and Information to local businesses • 26/03 – COVID-19 City of Busselton Economic Development Update • 31/03 – Email to Economic Development Taskforce Membership

Liaising with City's Public Relations team on Facebook/Instagram/ Bay-to-Bay updates	FaceBook <ul style="list-style-type: none"> • 2/04 - How is your business #doingitdifferently • 9/04 - Easter Support local message to go out tomorrow • 9/04 - How is the City supporting local business Bay to Bay newsletter <ul style="list-style-type: none"> • 31/03 Supporting Local business during COVID-19, Our SouthWest / Community Directory update (\$1000 contribution)
Development of Business Support Program	<ul style="list-style-type: none"> • Development of application form and guidelines for quick response small business grants • Identification of business support initiatives • Economic Development initiatives budget (economic and business Development / marketing and events budget reviews)
BCCI Proposal	<ul style="list-style-type: none"> • ED Team have assessed a proposal received from the BCCI and will liaise further with the BCCI.
Economic Recovery Plan	<ul style="list-style-type: none"> • Preparation of Economic Recovery Plan
City of Busselton Website	<ul style="list-style-type: none"> • Update City of Busselton COVID-19 webpage (14/4 -18/4)

One initiative considered by the City's Economic Development Team to assist businesses impacted by COVID-19 crisis is a proposed business support program. This program would involve providing "quick response" grants to small businesses within the City of Busselton to assist them navigate their way through these challenging times. The proposed grants are proposed to focus on business sustainability, as opposed to business growth, and will support projects up to a value of \$5,000 per applicant as a one-off grant. The total pool of grant funds available will be up to \$75,000.

It is proposed that the business support program will fund initiatives such as website design and development, e-commerce platforms for selling and receiving payments, online content development, strategies for increased connection to customers and implementation/expansion for delivery services to customers.

The grants are not intended to fund the following:

- Staff wages
- Rent
- Utilities
- Consumables
- Plant and equipment (including IT equipment).

To be eligible to receive a small business support grant, applicants must:

- Have a valid Australian Business Number (ABN) that was registered prior to 16 March 2020
- Business address located within the City of Busselton
- Have 10 or less employees
- Show how they have been impacted as a result of the COVID-19 Pandemic
- Agree to the terms and conditions of the grant.

Other proposed conditions

Applicants must be able to provide the following:

- The most recent Business Activity Statement (BAS)
- A full budget for expenditure
- Quotations from suppliers
- Any other income sources used to fund the project
- Insurance certificates

Timeframes

Activities commenced after 16 March 2020 when the State of Emergency was declared are eligible to be funded.

It is expected that the proposed activity will be completed within six months after funding approval (if successful) and preference will be given to those that can be completed in a shorter time frame.

Local Suppliers

Applicants that utilise local suppliers where possible for project delivery will be considered favourably.

Assessment Criteria

Applications will be assessed on an ongoing basis and applicants will be notified of the outcome of their application as soon as practicable. Applications will be assessed on the following criteria:

- The degree that the business has been negatively impacted by the COVID-19 pandemic.
- The degree that the business is contributing to the local economy.
- The ability to retain operations and existing staff and/or increase the number of staff as a result of the project.
- Evidence that development of the online and e-commerce capabilities will benefit the business long term and can continue being utilised post the COVID-19 pandemic.
- The use of local suppliers (where possible).

It is proposed that applications will be assessed by City officers and approved by the Chief Executive Officer in order to expedite the assessment process and enable business immediate access to funding support.

In addition to the small business support grants, a pool of grant funding of \$79,000 is proposed for other economic and community development initiatives up to the value of \$25,000 per application that may include the following:

- Identify and deliver relevant training and development activities to assist businesses to adapt to changing work practices and models.
- Marketing of City of Busselton businesses or opportunities.
- Development of online workshops / seminars to support local business through adapting and innovating business models in response to the rapidly changing environment. These online workshops would ideally be delivered through partnerships with industry stakeholders such as the chambers of commerce, business advisory groups, tourism or government agencies.

- Community development initiatives to support the temporary delivery of identified community services.

Statutory Environment

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

Section 6.8 of the Local Government Act 1995 (the Act) relates to expenditure not included in an annual budget. Expenditure can be approved by the Mayor in emergency situations.

Section 5.42 of the Act allows Council to delegate some of its powers to the CEO provided they are not duties that are limited within the Act that are deemed “not delegable”.

Relevant Plans and Policies

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

Financial Implications

City Officers have reviewed the adopted 2019/20 Economic and Business Development budget and after offsetting any revenue that will not be received during the 2019/20 financial year and deferring planned expenditure, a total of \$62,000 in savings can be made (some contingency has been left in the budget to allow for any late invoices).

	Approved Budget	Total Actual	Funds Available	Identified funds/savings	Comments
Hire Fees & licence fee revenue	60,000	46,707	13,293	13,293	Reduction in cruise ships marine berthing and DOT boat ramp fee revenue
Other General expenses	(900)	0	(900)	(900)	
Consultancy	(75,000.00)	(22,512)	(52,488)	(40,000)*	Earmarked initiatives include \$25k industry sector analysis, \$10k Winter warmer place event, \$5k ED initiatives
Marketing & Promotions	(34,750)	(15,541)	(19,209)	(19,209)	Cruise ship MRBTA visitor servicing
Advertising	(5,000)	(107)	(4,893)	(4,893)	
Valuation Expenses	(8,200)	0	(8,200)	(8,200)	
Donations & contributions	(160,000)	(119,943)	(40,057)	(10,000)	MRBTA visitor servicing last quarter invoice
Total	\$223,850	\$111,396	\$112,454	\$69,909	

*An expenditure amount of \$13k has been planned towards Spendmap subscription which has yet to be finalised, if this subscription does not go ahead then this allocation could also be made available.

Further savings have been identified in the City's marketing and events budget where funds allocated to events that have been cancelled or postponed due to the COVID-19 crisis will not be expended in the 2019/20 financial year. These savings total \$50,000 from the events budget and a further \$48,000 from the marketing budget.

In total, potential savings of up to \$160,000 could be redirected towards COVID-19 economic development initiatives.

At this time, Officers have not investigated redirecting funds from the 2020/21 budget.

Stakeholder Consultation

The City's Events team have consulted with all event organisers for events planned to be held in the 2019/20 financial year to identify where allocated event funding would not be used due to event cancellations or postponements.

Where event organisers have incurred costs for events that were cancelled immediately prior to the event, the City will honour expenses incurred linked to the City's funding by those event organisers which are evaluated on a case by case basis.

The City's Economic Development Team have consulted widely with local businesses, industry stakeholders and other Local Government economic development teams across Australia in developing the small business support program.

Risk Assessment

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place.

The following risks have been identified:

Inappropriate use of City funding allocated through the small business support program.			
Risk Category	Risk Consequence	Likelihood of Consequence	Risk Level
Financial	Insignificant	Unlikely	Low

Options

As an alternative to the proposed recommendation, the Council could choose to amend the measures proposed by adding or removing initiatives to assist the community throughout the COVID-19 crisis.

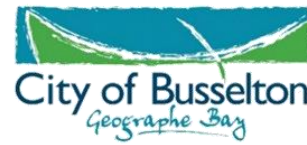
CONCLUSION

The City's Economic Development Team have developed a number of economic development initiatives to assist local small to medium sized businesses in managing and navigating the immediate and ongoing impact of the COVID-19 pandemic. The program is proposed to be available to support businesses to develop their online and e-commerce capabilities to become more resilient and are an initial response measure. Council will be able to consider further measures at a later date and as part of the Economic Recovery Plan once developed.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Officers will commence the actions immediately following Council's resolution.

COVID-19



Financial Support for Small Business – Business Support Program

Guideline Information

The impacts of COVID-19 are on the local, national and global scale, the main impacts for the COVID-19 pandemic are being felt by City of Busselton local businesses. As this is a rapidly changing environment the City of Busselton is keen to work with small local businesses to try and keep businesses operating as a minimum in some capacity during this challenging time.

There are a range of Federal and State base stimulus programs available to local business, please visit: <https://www.smallbusiness.wa.gov.au/blog/coronavirus-stimulus-package-small-business?> to find out more.

In response to this pandemic the City of Busselton has developed the business support program. This program involves providing "quick response" grants to City of Busselton small businesses to help them navigate their way through these challenging times. The grants are focused on business sustainability as opposed to business growth and will support projects up to a value of \$5000 per applicant as a one-off grant. The total pool of grant funds available will be up to \$75,000.

The small business support grants will fund the following;

- Website design and development
- E-commerce platform (selling online and receiving payment)
- Online content development (web pages, mobile apps, audio and visual media)
- Digital marketing and promotion
- Business strategy creation for taking your business to an online platform, supporting business partnerships for online solutions.

The grants will not fund the following:

- Staff wages
- Rent
- Utilities
- Consumables
- Plant and equipment (including IT equipment)

To be eligible to receive a grant, applicants must;

- Have a valid Australian Business Number (ABN) that was registered prior to 16 March 2020
- Business address located within the City of Busselton
- Have 10 or less employees
- Show how they have been impacted as a result of the COVID19 Pandemic
- Agree to the terms and conditions of the grant.

Other conditions

Applicants must be able to provide the following;

- The most recent Business Activity Statement (BAS)
- A full budget for expenditure
- Quotations from suppliers

- Any other income sources used to fund the project
- Insurance certificates

Timeframes

Activities commenced after 16 March 2020 when the State of Emergency was declared are eligible to be funded.

It is expected that the proposed activity will be completed within six months after funding approval (if successful) and preference will be given to those that can be completed in a shorter time frame.

Local Suppliers

Applicants that utilise local suppliers where possible for project delivery will be considered favourably.

Assessment Criteria

Applications will be assessed on an ongoing basis and applicants will be notified of the outcome of their application as soon as practicable.

Applications will be assessed on the following criteria:

- The degree that the business has been negatively impacted by the COVID-19 pandemic.
- The degree that the business is contributing to the local economy.
- The ability to retain operations and existing staff and/or increase the number of staff as a result of the project.
- Evidence that development of the online and e-commerce capabilities will benefit the business long term and can continue being utilised post the COVID-19 pandemic.
- The use of local suppliers (where possible);

Applications will be assessed by the City of Busselton staff and approved by the Chief Executive Officer.

As of 1 April 2020, the small business support program will be open to applicants, funding is designed to be available quickly, a simple streamlined application process for low cost incentives of up to \$5000.00 per project, please note businesses are only eligible to receive funding once through this funding initiative.

Further Information and Application

To apply for this financial assistance you are required to complete the attached application form and be able to demonstrate the following information about how the funding will be utilised and anticipated timeframes.

If you would like to further discuss your project ideas and how the City may be able to offer support, please contact the City's Economic and Business Development Officer on (08) 9781 1751.

Please ensure that you have read and understood the above information before proceeding with this application.

1. Applicant Details

Project Title:
Business Name:
Contact Person:
Position Held:
Postal Address:
Telephone:
Email:
ABN:
Are you registered for GST?
Total Project Budget (ex GST)
Funding Requested (ex GST)

2. Project Description

Please describe your proposed project in detail outlining the following:
The project name:
What are the expected start and finish dates of the project:
Describe the project:
How will this funding allow your business to continue to operate?

What are the outcomes / benefits of your project?
Who is your target market / audience?
How will your project be promoted and communicated to the public?
What specifically is the funding to be used for?
Please confirm your business is located in City of Busselton area?
Is this work / service going to be provided by a local City of Busselton Business / Contractor?
Other relevant details—that may assist in assessing this application.

3. Budget Information

Please provide written quotations for projects when submitting your application.

What are the project costs, please provide a breakdown and quotes, all amounts to be exclusive of GST:

BUDGET ITEM (what the money will be spent on)	Funding requirement
Example	Example ex GST
Creation of online marketing platform	\$2500
Marketing	\$200
Social media	
Radio	
Posters	
Paid advertising in local paper - \$200	
TOTAL Ex Gst	\$2700
Preferred Quote is from	

Please detail how the City's contribution will be recognised in the project, for example:

- Logo on promotional material
- Other relevant details

4. Application Checklist

- ☐ Contacted the City's Economic Development team to discuss the application
- ☐ Written quotations as per budget information guidelines

Declaration

I, the undersigned, certify that I have read and understood the Guidelines, that I am authorised to submit this application and that the information contained herein and attached is, to the best of my knowledge, true and correct.

Name:

Position:

Signed:

Date:

Please submit this application via one of the following methods:

- email to city@busselton.wa.gov.au
- mail to CITY OF BUSSELTION Locked Bag 1, BUSSELTION WA 6280

Applications are open to 30 June 2020

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

19. URGENT BUSINESS

Nil

20. CONFIDENTIAL REPORTS**20.1 RFQ 01-20 PROVISION OF ELECTRICAL SUPPLY FOR CITY OF BUSSELTON CONTESTABLE SITES**

STRATEGIC GOAL	6. LEADERSHIP Visionary, collaborative, accountable
STRATEGIC OBJECTIVE	6.4 Assets are well maintained and responsibly managed.
SUBJECT INDEX	Contract & Tendering
BUSINESS UNIT	Corporate Services
REPORTING OFFICER	Contract & Tendering Officer - Lisa McDonald
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Executive: substantial direction setting, including adopting strategies, plans and policies (excluding local planning policies), tenders, setting and amending budgets, funding, donations and sponsorships, reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A Published Under Separate Cover Confidential RFQ 01-20 Powerlyt Energy Procurement Financial Analysis Report

This item is confidential in accordance with section 5.23(2) (c) of the Local Government Act 1995, as it contains information relating to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

COUNCIL DECISION

C2004/120 Moved Councillor P Carter, seconded Councillor L Miles

That the meeting is closed to members of the public to discuss this item which is confidential for the reasons as shown.

CARRIED 9/0

At 7.18pm, Council moved into closed session and the live streaming of the meeting ceased.

COUNCIL DECISION AND OFFICER RECOMMENDATION

C2004/121 Moved Councillor P Carter, seconded Councillor S Riccelli

That the Council endorses the recommendations outlined within the report.

CARRIED 9/0

BY ABSOLUTE MAJORITY

The Mayor noted there were no further items to be considered and closed the meeting.

21. CLOSURE

The Presiding Member closed the meeting at 7.21pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 176 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 13 MAY 2020.

DATE: _____ PRESIDING MEMBER: _____