



## **Council Agenda**

***24 May 2017***

ALL INFORMATION AVAILABLE IN VARIOUS FORMATS ON REQUEST

[city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)

**CITY OF BUSSELTON**

**MEETING NOTICE AND AGENDA – 24 MAY 2017**

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**TO: THE MAYOR AND COUNCILLORS**

**NOTICE** is given that a meeting of the Council will be held in the the Council Chambers, Administration Building, Southern Drive, Busselton on Wednesday, 24 May 2017, commencing at 5.30pm.

Your attendance is respectfully requested.



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**MIKE ARCHER**

**CHIEF EXECUTIVE OFFICER**

11 May 2017

**CITY OF BUSSELTON**

**AGENDA FOR THE COUNCIL MEETING TO BE HELD ON 24 MAY 2017**

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1. **DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

2. **ATTENDANCE**

**Apologies**

**Approved Leave of Absence**

Nil

3. **PRAYER**

The Prayer will be delivered by Pastor Lee Sykes of Cornestone Church.

4. **PUBLIC QUESTION TIME**

**Response to Previous Questions Taken on Notice**

Nil

**Public Question Time**

5. **ANNOUNCEMENTS WITHOUT DISCUSSION**

**Announcements by the Presiding Member**

**Announcements by other Members at the invitation of the Presiding Member**

6. **APPLICATION FOR LEAVE OF ABSENCE**

7. **PETITIONS AND PRESENTATIONS**

8. **DISCLOSURE OF INTERESTS**

9. **CONFIRMATION AND RECEIPT OF MINUTES**

**Previous Council Meetings**

9.1 **Minutes of the Council Meeting held 10 May 2017**

**RECOMMENDATION**

That the Minutes of the Council Meeting held 10 May 2017 be confirmed as a true and correct record.

**Committee Meetings**

9.2 **Minutes of the Finance Committee Meeting held 9 May 2017**

**RECOMMENDATION**

That the minutes of the Finance Committee Meeting held 9 May 2017 be received.

## **10. REPORTS OF COMMITTEE**

### **10.1 Finance Committee - 9/05/2017 - ANNUAL BUDGET REVIEW - PERIOD ENDING 31 MARCH 2017**

<b>SUBJECT INDEX:</b>	Budget Planning and Reporting
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Financial Services
<b>REPORTING OFFICER:</b>	Manager Financial Services - Kim Dolzadelli
<b>AUTHORISING OFFICER:</b>	Director, Finance and Corporate Services - Cliff Frewing
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	Nil

**This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.**

#### **PRÉCIS**

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.

#### **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.

Essentially, 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 such that any significant budget variances can be identified and remedial action instigated as necessary; prior to financial year end.

This report, based on the City's financial performance for the period ending 31 March 2017, 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.

#### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 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.

\*Absolute majority required.

- (3) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

## **RELEVANT PLANS AND POLICIES**

Not applicable.

## **FINANCIAL IMPLICATIONS**

Any short term financial implications attributable to this review are addressed within the context of this report.

### **Long-term Financial Plan Implications**

The primary purpose of this report is to review the City's current and projected financial performance for the financial year ending 30 June 2017. Whilst there is limited direct consideration of long term financial plan implications within the report, the City's current year financial performance will nonetheless assist in informing the development of next year's long term financial plan.

## **STRATEGIC COMMUNITY OBJECTIVES**

This matter principally aligns with Key Goal Area 6 – 'Open and Collaborative Leadership' and more specifically Community Objective 6.3 - 'An organisation that is managed effectively and achieves positive outcomes for the community'. The achievement of the above is underpinned by the Council strategy to 'ensure the long term financial sustainability of Council through effective financial management'.

## **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 an annual budget review is a treatment/ control that will assist in addressing this risk.

## **CONSULTATION**

Not applicable.

## **OFFICER COMMENT**

The Annual Budget Review has been compiled, as in previous years, based on the 'Nature and Type' reporting structure to maintain consistency with monthly Financial Activity Statement reporting. The review has concluded that the City's financial performance to 31 March 2017 is satisfactory.

Furthermore, as no net overall material adverse variance has been projected as part of the review, specific remedial actions are not required to be implemented.

Notwithstanding this, the report has identified a number of year to date favourable and adverse variances and projects variances will remain evident as at 30 June 2017. In many instances, the variances relate to items that are fully offset and, as such, will not be expected to directly impact on the overall budget performance at financial year end. These matters are discussed within the body of this report, with the following Executive Summary providing a synopsis of those areas projected to potentially impact on the City's overall net budget performance at financial year end.

### **Executive Summary**

#### **Operating Revenue**

- Rates revenue is projected to exceed the annual budget estimates by up to +\$154k;
- Operating grants, subsidies and contributions is projected to be largely in line with the annual budget estimates with current variance is primarily attributable to timing differences in the receipt of operating grants. It should also be recognised that reimbursements are primarily reimbursing expenditures already incurred. Consequently, performance in this activity is unlikely to have a material net impact of the closing surplus/deficit position;
- Fees and charges is projected to be less than the annual budget estimates by up to -\$100k, however it should be noted that whilst the net operating surplus will be less than anticipated the Airport surplus is transferred to the Airport Infrastructure Reserve and as such it has a net neutral impact on the net closing position;
- Other revenue is projected exceed the annual budget estimates by up to +\$34k;
- Interest earnings - there is a current overall favourable variance of approximately +\$507k in collective municipal, reserve and restricted interest earnings, however, individual variances reflect an adverse variance for municipal funds of approximately -\$20k, with favourable variances in reserves and restricted funds of +\$165k and +\$362k respectively. This is due to higher than anticipated balances. Reserve and restricted cash interest earnings do not directly impact on the City's closing surplus/ deficit position, as this revenue is reallocated to the 'Transfers to Reserves/ Restricted Assets' capital equity account. Rate Instalment and Late payment interest shows an overall favourable variance of approximately +\$55k.
- Non-operating grants, subsidies and contributions is projected to be cost neutral due to fact that should grants be not received, then the subsequent expenditure will not be incurred.

***In summary, net operating revenue is projected to be slightly higher than the annual budget estimates with a projected favourable variance of approximately \$223k.***

#### **Operating Expenditure**

- Employee Costs is projected to be less than the annual budget estimates by up to -\$150k. There are a range of matters however that can directly impact on the final Employee Costs, and as such it must be reiterated that this projection is based on available information at the time of compiling this report;
- Materials and Contracts will be underspent on the whole however this will not affect the end of year position as material variances within this category will be transferred to equity in accordance with operational practice, with the exception of fuel which is projected to be less than the annual budget estimates by up to -\$70k;
- Utilities (gas, electricity, water etc.) it is projected that the Utilities activity will have a minor variance as at 30 June 2017, due to timing differences;
- Insurance Expenses is projected to be less than the annual budget estimates by up to -\$20k;
- Other Expenditure is projected to have a nominal variance and come in materially in line with the annual budget estimates. Consequently, a favourable variance of approximately -\$20k is projected in this activity by financial year end;
- Interest Expenses is projected to be less than the annual budget estimates by up to -\$20k, however the current variance is attributable to a timing delay in the drawdown of budgeted loan

facilities for Dunsborough car parking and community self-supporting loans. The delay in drawdown of these loans will not result in a change to the City's net current position as the Dunsborough car parking loan is funded by the City car parking and access reserve and the self-supporting loans are funded by income received from the applicable community group.

***In summary, net operating expenditure is projected to be slightly lower than the annual budget estimates with a projected favourable variance of approximately \$260k.***

#### **Capital Revenue**

- There is material capital revenue variances estimated as at 30 June 2017, however these are either due to timing issues or are attributable to fully funded projects and therefore will not impact on end of year position.

#### **Capital Expenditure**

- There is material capital expenditure variances estimated as at 30 June 2017, however these are either due to timing issues or are attributable to fully funded projects and therefore will not impact on end of year position.

The aforementioned estimation is predicated on numerous assumptions and is also exclusive of any potential/identified carry over items. Carry over items will ultimately form part of the end of year position, but will be allocated as part of the 2017/18 budget. The projected closing surplus position may also be impacted by any extraordinary items that may arise during the remainder of the financial year.

The Executive Summary only highlights variances that are projected to have a material net impact on the City's financial performance as at financial year end. There are numerous other variances estimated as at 30 June 2017, however in most instances, there will be offsetting variances to negate any net budget impact. This includes expenditures (both operating and capital) funded from reserves, grants, contributions, or borrowings. It is nonetheless considered appropriate that the Council is provided with an overview of the projected annual budget performance in all relevant income and expenditure activities. Accordingly, the following sections of this report provides a more detailed summary of financial performance against each of the operating revenue and expenditure categories (by nature and type), and also the capital revenue and expenditure categories (by classification/ description).

### **OPERATING REVENUE**

As at 31 March 2017, there is a variance of approximately -\$791k (or -1.15%) in respect of total operating revenue activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Rates	41,919,828	41,765,450	41,899,310	+154,378	+0.37%
Operating Grants, Subsidies and Contributions	3,713,971	3,386,413	5,171,217	+327,558	+9.67%
Fees and Charges	13,247,309	13,306,309	15,598,955	-59,000	-0.44%
Other Revenue	311,045	276,558	356,410	+34,487	+12.47%
Interest Earnings	2,591,698	2,020,530	2,542,850	+571,168	+28.27%

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Non-operating Grants, Subsidies and Contributions	6,088,136	7,914,444	45,891,102	-1,826,308	-23.08%
Profit on Asset Disposals	19,793	12,938	23,227	+6,855	+52.98%
<b>TOTAL</b>	<b>67,891,7806</b>	<b>68,682,6426</b>	<b>111,483,071</b>	<b>-790,862</b>	<b>-1.15%</b>

An overview of the financial performance in each activity is provided as follows:

**Rates (YTD variance: +\$154K)**

The current favourable variance is primarily attributable to interim rating, predominantly in the improved residential and commercial rating zone. As at the end of February, the year to date actual is above the annual budget allocation by \$20k.

Historically, net rates revenue tends to level off towards the end of the financial year, as overpayments and other refunds are processed. However, it is estimated that further valuation schedules will be received prior to financial year end, resulting in a net increase in the current financial year's interim rates revenue. Whilst the financial impact of the new valuations is unable to be accurately determined at this stage, it is anticipated that this could be in the vicinity of \$100k.

For the purpose of this review, it is therefore estimated that Rates revenue will exceed annual budget estimates by up to +\$154k as at financial year end.

**Operating Grants, Subsidies and Contributions (YTD variance: +\$328K)**

The current variance is primarily attributable to timing differences in the receipt of operating grants, subsidies and contributions +\$65k, coupled with the receipt of additional reimbursements of +\$263k.

With respect to operating grants, performance is generally in line with budgeted income therefore it is not expected that there will be any material variances which will impact on the closing surplus/deficit position as at financial year end.

With regards to reimbursements, current favourable variances includes sundry reimbursements +\$50k, reimbursement of utility charges +\$28k, reimbursement of workers compensation expenses +\$33k, reimbursement of parenting leave payments +\$43k, reimbursement of insurance recovered +\$132k. Whilst this area represents a net surplus at this time, it should be recognised that these reimbursements are primarily reimbursing expenditures already incurred. Consequently, performance in this activity is unlikely to have a material net impact of the closing surplus/deficit position.

**Fees and Charges (YTD variance: -\$59K)**

The current variance in the Fees and Charges is attributable to a range of variances, both favourable and adverse. The major contributors, by dollar value, are as follows:

Description	YTD Variance \$	YTD Variance %
Building Fees	-67,400	-11.74%
Health Fees	83,419	+44.26%
Planning Fees Statutory	64,174	+15.90%
Planning Fees Strategic	3,852	+7.34%
Rangers Fees	7,449	+4.73%

Description	YTD Variance \$	YTD Variance %
Refuse Service Fees	31,884	+0.44%
Facility Service Fees	11,934	+0.65%
Caravan Park Fees	-46,751	-4.53%
Aged Housing	-6,469	-1.83%
Airport Fees	-96,819	-12.51%
Cemetery Fees	-724	-0.65%
Other Fees & Charges	-43,549	-8.19%
	<b>-59,000</b>	<b>-0.44%</b>

Responsible Directorates have provided commentaries in relation to the aforementioned variances:

▪ **Building Fees**

The unfavourable year to date variance of -\$67k is attributable to a range of variances including building permits -\$102k, swimming pool inspection fees +\$43k and R-Codes approval fees -\$8k..

▪ **Health Fees**

The favourable year to date variance of +\$83k is attributable to a range of variances including health licenses caravan parks +\$8k, license for street traders -\$9k, other health license (including S39 certificates) +\$4k, water sampling fees \$12k, septic tank application fees -\$4k, concert license fee/ service charges -\$7k, inspection fee for food premises \$30k, holiday home renewal fee \$49k

▪ **Statutory Planning Fees**

The favourable year to date variance of +\$64k is attributable to development application fees +\$45k, advertising fees +\$20k, section 40 certificates -\$2k, subdivision clearance fees -\$10k, town planning other income +\$10k.

▪ **Strategic Planning Fees**

The favourable year to date variance of +\$4k is attributable to rezoning charges +\$3k, process guide plans +\$1k.

▪ **Rangers Fees**

The favourable year to date variance of +\$7k is mainly attributable to impounding fees (dogs) -\$6k and dog registration fees +\$13k.

▪ **Refuse Service Fees**

The favourable year to date variance of +\$32k is attributable to a range of variances including refuse removal commercial -\$2k, refuse removal domestic +\$12k, drum muster income +\$2k, tipping fees (liquid waste) +\$28k, tipping fees +\$17k, recycling fees (domestic) +\$5k, waste disposal fee (WARR Act 2007) -\$29k.

The favourable refuse removal and recycling fees (domestic) is due to higher interim rates through property growth compared to relatively conservative growth estimates used for budget purposes. With regard to tipping fees there has been an increase in the amount of commercial waste collected, with some of this attributable to a higher level of building activity and housing construction within the City. All the above variances will have no net impact on the City's year end position as any surplus in excess of budget will form part of the net position of waste, which will be transferred to the Waste Reserve.

- **Facility Service Fees**

Of the +\$12k favourable variance, -\$7k relates to community recreation centres (GLC and NCC), arts and cultural +\$7k, administration building -\$8k, public halls +\$16k. Performance in this activity is not anticipated to have any net material impact of the closing surplus/deficit position.

- **Caravan Park Fees**

The unfavourable year to date variance of -\$47k is attributable to Kookaburra park fees -\$91k and park accommodation deposits +\$44k.

- **Aged Housing Fees**

The unfavourable year to date variance of -\$6k is attributable to aged housing rental. A nominal variance is projected by financial year end, however this is not expected to have an impact on the closing surplus/deficit position as funds are transferred to and from restricted assets accounts required/ utilised.

- **Airport Fees**

The adverse year to date variance of -\$97k is attributable to a range of variances including Airport hangar leases +\$2k, Airport landing and take-off fees -\$26k, Airport sundry income +\$1k, Airport FIFO car parking income -\$15k, head taxes/ PAX fee -\$48k, Airport fuel facility leasing fees -\$10k.

The net operating surplus will be less than anticipated however as the Airport surplus is transferred to the Airport Infrastructure Reserve it has a net neutral impact on the net closing position.

- **Cemetery Fees**

Cemetery fees have a year to date variance of -\$0.7k. Based on the comparatively immaterial values involved, it is assumed that budget estimates will be achieved. Consequently, performance in this activity will not have any net material impact of the closing surplus/deficit position.

- **Other Fees and Charges**

The unfavourable year to date variance of -\$44k is attributable to a range of fees and charges including the supervision fees -\$24k, property information -\$21k, licence fees revenue -\$7k, early clearance fee -\$5k, commercial rental +\$4k, traffic management plans +\$4k, printing and photocopying fees +\$6k.

With regard to the collection of supervision fees this is highly variable based on the clearance of new subdivision areas linked to housing construction activity and the demand for vacant land. Although difficult to predict, based on current information available, it is anticipated that an overall unfavourable variance is projected of +\$100k.

**Other Revenue (YTD variance: +\$34k)**

This category includes a range of revenue types including fines and penalties, the sale of miscellaneous items and other sundry revenue. The current variance in respect of these activities is summarised as follows:

- **Fines and Penalties Revenue**

As at 31 March 2017, there is an adverse variance of approximately -\$33k in this area, with the main contributors being bush fire Act fines and costs -\$31k, dog Act fines and costs -\$9k, Local Government Act fines and costs -\$8k, cat Act fines and costs -\$4k, parking fines and costs +\$20k.

- **Sale of Miscellaneous Items**

As at 31 March 2017, there is a favourable variance of approximately +\$39k, primarily due to sale of scrap materials +\$27k, sale of art works +\$6k, sale of memorialisation stock +\$6k, sale of recyclable materials +\$5k, sale of number plates +\$3k, sale of building lists +\$2, sale of water -\$10k.



▪ **Other Sundry Revenue**

As at 31 March 2017 there is a favourable variance of approximately +\$28k in this area. This variance is mainly attributable to long service leave contribution from other LGA's +\$22k, sundry income +\$8k; building levies commissions -\$2k.

Based on the analysis of Other Revenue, there will be an overall favourable net impact on the closing position of approximately -\$20k.

**Interest Earnings (YTD variance: +\$571K)**

The Interest Earnings activity includes interest earnings on municipal, reserve and restricted funds, as well as rates related interest revenue. The year to date and projected end of financial year, performance in each of these areas is summarised as follows:

▪ **Municipal, Reserves and Restricted Interest**

There is a current overall favourable variance of approximately +\$507k in collective municipal, reserve and restricted interest earnings. However, individual variances reflect an adverse variance for municipal funds of approximately -\$20k, with favourable variances in reserves and restricted funds of +\$165k and +\$362k respectively. This is due to higher than anticipated balances.

Based on current projections, it is expected that by financial year end, municipal interest earnings will fall short of annual budget estimates by up to -\$20. This adverse variance will affect the end of year financial position.

Reserve interest earnings are estimated to exceed annual budget estimates by up to +\$180k. This is mainly attributable to a higher than anticipated balances at this time of the year which included the transfer of previously classified restricted funds into reserve accounts.

Interest on Restricted Funds will exceed budget by +\$340k. Although this additional income relates to mainly airport funds which have been budgeted for, it should be noted that the Airport grant agreement requires these funds be applied towards the Airport project.

Reserve and restricted cash interest earnings do not directly impact on the City's closing surplus/deficit position, as this revenue is reallocated to the 'Transfers to Reserves/ Restricted Assets' capital equity account.

▪ **Rates Related Interest (Instalment Plan and Late Payment)**

There is a current favourable variance of approximately +\$64k in relation to rates related interest charges. Late payment interest charges are tracking above year to date budget estimates by +\$36k and instalment plan interest charges are currently tracking approximately +\$28k above year to date budget projections. It is anticipated that that rates related interest earnings will exceed annual budget estimates by \$50k financial year end.

In summary, it is anticipated that the overall Interest Earnings activity will be in excess of annual budget estimates by up to +\$557k as at 30 June 2017. However, for the purposes of estimating a closing surplus/deficit position, a net favourable variance of some \$30k is projected.

**Non-operating Grants, Subsidies and Contributions (YTD variance: -\$1.826m)**

This category reflects a net unfavourable variance of -\$1.826m, with significant individual variances summarised below:

- Busselton Foreshore East-Youth Precinct Community Youth Building/SLSC -\$2,100k;
- Bridge Construction Works -\$368k;
- Main Roads - Direct Grants 2/3 Funded -\$421k;
- Main Roads - Direct Grants Fully Funded +\$83k;
- Roads to Recovery - Fully Funded +\$483k; and
- Contributions received +\$539k.

Overall grant funding variances are primarily due to timing differences. However it must be noted that where projects are not proposed to commence in 2016/17, the associated grant funding will not be raised until the expenditure has been incurred.

The above variances will not have any direct impact on the closing surplus/deficit position as long as grants for works completed are raised on or before 30 June 2017. Conversely, where grants are received in advance of works being completed (by 30 June 2017), any unspent component of the associated grant funding will be required to be transferred to restricted assets.

With regards to the favourable variances in contributions of +\$217k, this will not have any direct impact on the closing surplus/deficit position as these funds will be transferred to restricted accounts to be used in the future for the purpose they were taken for.

#### **Profit on Asset Disposals (YTD variance: +\$7K)**

The current minor variance is attributable to book profits on the sale of assets. It should be noted that this is an accounting book entry, and has no direct impact on the surplus/deficit position.

#### **OPERATING EXPENDITURE**

As at 31 March 2017 there is a variance of approximately +\$2.14m (or +4.38%) in respect of total operating expenditure activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Employee Costs	20,785,719	21,316,601	27,868,335	+530,882	+2.49%
Materials and Contracts	9,696,690	11,570,032	15,780,869	+1,873,342	+16.19%
Utilities (Gas, Electricity, Water etc.)	1,648,268	1,768,564	2,358,980	+120,296	+6.80%
Depreciation on Non-current Assets	12,513,911	11,711,421	15,715,050	-802,490	-6.85%
Insurance Expenses	650,427	709,772	716,772	+59,345	+8.36%
Other Expenditure	1,766,051	2,273,625	3,099,864	+507,574	+22.32%
Allocations	-1,371,005	-1,497,576	-1,942,110	-126,571	-8.45%
Interest Expenses	945,749	975,888	1,318,330	+30,139	+3.09%
Loss on Asset Disposals	123,810	73,161	94,761	-50,649	-69.23%
<b>TOTAL</b>	<b>46,759,620</b>	<b>48,901,488</b>	<b>65,010,851</b>	<b>+2,141,868</b>	<b>+4.38%</b>

An overview of the financial performance in each activity is provided as follows:

#### **Employee Costs (YTD variance: +\$531K)**

Whilst reflecting an overall favourable variance as at 31 March 2017, this category presently includes numerous individual variances (both favourable and adverse). On the whole however, this category can be broken into three main sections, all of which have favourable variances; salaries +\$180k, wages +\$45k, and other employee costs +\$306k.

In order to project an end of financial year variance, the current expenditure in each account has been extrapolated and then amended for any known adjustments. Impacting factors taken into account include current vacant positions and historical expenditure patterns

The final adjustment attributable to the recognition of accrued employee cost to financial years end are not yet known and as such it is projected that overall there will be a slight favourable variance, circa \$100k as at 30 June 2017. There are a range of matters however that can directly impact on the final Employee Costs, and as such it must be reiterated that this projection is based on available information at the time of compiling this report.

**Materials and Contracts (YTD variance: +\$1.873M)**

The Materials and Contracts category comprises a wide range of expenditure types, and presently incorporates in the order of 142 separate accounts. The current variance is attributable to both favourable and adverse variances (of varying magnitudes) across a range of diverse activities.

Consequently, this report will highlight those material variances which are either of interest due to materiality or are expected to have a direct impact on the City's closing surplus/deficit position as at 30 June 2017. The main variances are;

- Maintenance of plant and equipment +\$145k,
- Maintenance of buildings \$207k,
- Maintenance of infrastructure +\$323k,
- Contractors +\$366k,
- Consultancy +\$715k.

▪ **Maintenance of plant and equipment**

There is a favourable variance of approximately +\$145k in this activity on a year to date basis, with the major contributors being;

- Tyres and tubes +\$21k,
- Plant and equipment maintenance services +\$26k,
- Replacement parts +\$47k,
- Fuel, oils and grease +\$65k.

It is anticipated that only Fuel, oils and grease will impact on the City's closing surplus/deficit position

▪ **Maintenance of Buildings**

There is a favourable variance of approximately +\$207k in this activity on a year to date basis, however, it is anticipated that the majority of these works will be completed by 30 June 2017 and hence there will be little impact on the City's closing surplus/deficit position.

▪ **Maintenance of Infrastructure**

There is a favourable variance of approximately +\$323k in this activity on a year to date basis, with the major contributors being;

- Tip maintenance +\$6k,
- Airport maintenance +\$11k,
- Other infrastructure maintenance +\$305k,

It is anticipated that the majority of these works will be completed by 30 June 2017 and hence there will be little impact on the City's closing surplus/deficit position.

**▪ Contractors**

There is a favourable year to date variance of approximately +\$366k in collective contractors' expenditure which spans over 67 activity areas. The major contributors are as follows;

- 5430 - Road maintenance -\$305k,
- 5451 - Beach front reserves -\$64k,
- 5464 - Street tree pruning -\$62k,
- 5469 - Parks and gardens - Dunsborough Lakes -\$46k,
- 5260 - Refuse sites -\$29k,
- 5434 - Cycle ways maintenance -\$24k,
- 5211 - Airport operations +\$19k,
- 5437 - Gravel pits \$19k,
- 3330 - Tourism and area promotions/ community events +\$19k,
- 5456 - Parks and gardens - sports clubs and amenities +\$21k,
- 4400 - Environmental health services administration +\$24k,
- 5223 - Public halls +\$25k,
- 5449 - Parks and gardens - Vasse Newtown +\$26k,
- 5463 - Street drain cleaning \$29k,
- 5224 - Ablution facilities - swimming areas +\$30k,
- 5213 - Meelup regional park +\$45k,
- 4210 - Environmental management +\$57k,
- 5228 - Other buildings - unclassified +\$58k,
- 5251 - Recycling refuse collection +\$61k,
- 5212 - Busselton jetty +\$141k,
- 5431 - Bridge maintenance +\$156k,
- 5448 - Parks and gardens - Provence +\$175k,

It is anticipated that the majority of these works will be completed by 30 June 2017 and hence there will be little impact on the City's closing surplus/deficit position.

**▪ Consultancies**

There is a favourable year to date variance of approximately +\$715k in collective consultancies expenditure. The major contributors are as follows;

- 5400 - Operations services administration +\$9k,
- 3200 - Employee services and risk +\$11k,
- 1115 - Major projects +\$14k,
- 4200 - Land use planning +\$17k,
- 1001 - Office of the CEO +\$25k,
- 3300 - Community services administration +\$30k,
- 4210 - Environmental management +\$33k,
- 2200 - Information technology +\$45k,
- 3360 - Community recreation centres +\$57k,
- 5240 - Sanitation waste services administration +\$61k,
- 5211 - Airport operations +\$75k,
- 5100 - Engineering administration and projects +\$156k,
- 3500 - Property and business development \$187k,

It should be noted that some of the above works are fund either by reserve, contributions and or grant funding and as such any under expenditure would be offset by either the restricting of grants, reduction of transfers from reserve or less draw on contributions held. This being said it is anticipated that the majority of these works will be completed by 30 June 2017 and hence there will be little impact on the City's closing surplus/deficit position.

**Utilities - Gas, Electricity, Water etc. (YTD variance: +\$120K)**

The current variance is attributable to favourable variances in electricity charges +\$41k, telephone charges +\$20k, gas -\$5k and water charges +\$65k. Whilst due in part to timing differences in the receipt and payment of utility invoices, end of financial year savings are nonetheless projected in several of the utility categories.

**▪ Electricity Charges**

The electricity charges overall favourable variance +\$41k is due to a range of individual variances (both favourable and adverse), with the more significant values reflected in the major electricity users, including the Geographe Leisure Centre -\$26k, street lighting +\$34k, and the Administration Building +\$43k.

**▪ Telephone Charges**

The telephone charges overall show a favourable variance +\$20k.

**▪ Water Charges**

The current favourable variance in water charges is primarily attributable to water consumption usage lower than year to date budget by +\$65k.

In summary of the above, it is projected that the Utilities activity will have a minor variance as at 30 June 2017, due to timing differences.

**Depreciation on Non-current Assets (YTD variance: -\$802K)**

This variance, which may increase further by 30 June 2017, is primarily attributable to the 2016 plant and equipment fair value valuation coupled with the significant value of donated assets also brought to account as at 30 June 2016 (\$13m).

Whilst depreciation is an expense that the City needs to be fully mindful of, due to its nature, this operating expense is reversed as a non cash adjustment in the Statement of Financial Activity, and as such has no net effect on the surplus/deficit position.

**Insurance Expenses (YTD variance: +\$59K)**

The current variance in this activity is attributable to a range of variances, primarily property insurance +\$24k; plant insurance premiums +15k, public liability insurance +\$28k and other general insurance costs -\$8k.

Additional insurances expenses are expected to be incurred prior to 30 June 2017, due to insurance schedule additions and amendments, along with excess payments; these are not expected to be material in value. Consequently, a favourable variance of approximately +\$20k is projected in this activity by financial year end.

**Other Expenditure (YTD variance: +\$508K)**

The favourable variance as at 31 March 2017 includes Winderlup court aged housing +\$28k, half iron man +\$35k, Peel Terrace building and surrounds +\$43k, public relations +\$47k, rates administration +\$52k, office of the CEO +\$54k, members of Council +\$68k, community services administration +\$203k.

Analysis indicates that the bulk of the difference is timing variance only, consequently, a favourable variance of approximately +\$40k is projected in this activity by financial year end.

**Allocations (YTD variance: -\$127K)**

This activity incorporates numerous internal accounting allocations. Whilst the majority of individual allocations are administration based and cleared each month, the activity also includes plant and

overhead related allocations. Due to its 'accounting transaction' nature, performance in this activity has no net impact on the surplus/deficit position.

**Interest Expenses (YTD variance: +\$30K)**

The current variance is attributable to a timing delay in the drawdown of budgeted loan facilities for Dunsborough car parking and community self-supporting loans. The delay in drawdown of these loans will not result in a change to the City's net current position as the Dunsborough car parking loan is funded by the City car parking and access reserve and the self-supporting loans are funded by income received from the applicable community group.

**Loss on Asset Disposals (YTD variance: -\$51K)**

This variance is due to book losses on the sale of plant items and a range of vehicles. It should be noted that this is a book entry only, and has no direct impact on the surplus/deficit position.

**CAPITAL REVENUE**

As at 31 March 2017, there is a variance of approximately -\$19m (or -35.82%) in respect of total capital revenue activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Proceeds from Sale of Assets	230,968	521,000	609,000	-290,032	-55.67%
Proceeds from New Loans	3,000,000	3,500,000	3,650,000	-500,000	-14.29%
Self-Supporting Loans – Repayment of Principal	58,923	67,772	91,040	-8,849	-13.06%
Transfers from Restricted Assets	13,994,294	27,500,000	55,722,104	-13,505,706	-49.11%
Transfers from Reserves	16,829,356	21,561,917	35,668,755	-4,732,561	-21.95%
<b>TOTAL</b>	<b>34,113,541</b>	<b>53,150,689</b>	<b>95,740,899</b>	<b>-19,037,148</b>	<b>-35.82%</b>

An overview of the financial performance in each activity is provided as follows:

**Proceeds from Sale of Assets (YTD variance: -\$290K)**

The Proceeds from Sale of Assets category is directly aligned with the heavy and light plant component of the Plant and Equipment capital expenditure budget, insofar as it recognises the estimated sale/trade-in value of plant items budgeted to be replaced during the financial year. Consequently, the current adverse variance in this category is largely reflective of the lower than projected level of capital expenditure in the Plant and Equipment capital expenditure budget on a year to date basis.

As discussed in the Plant and Equipment capital expenditure category, the Plant and Equipment budget is expected to be fully expended by 30 June, and as such, the current variance in this category should largely reduce by financial year end.

**Proceeds from New Loans (YTD variance: -\$500k)**

The budgeted new loan relating to the Dunsborough car parking has not been drawn down at this time as no expenditure has been incurred.

**Self-Supporting Loans –Repayment of Principal (YTD variance: -\$9k)**

Self-supporting repayments are anticipated to be lower than budgeted as the loans are yet to be drawn. The variance expected in this category will not affect the net current position as self-supporting loans are fully funded by the associated community group.

**Transfers from Restricted Assets (YTD variance: -\$13,506K)**

The Transfers from Restricted Assets category represents the equity transfer of previously quarantined monies (e.g. grants, contributions and unspent loans) to assist in funding specified works within the current financial year, along with the refund of bond and deposit payments. Due to the nature of this category, the annual budget allocation is generally spread evenly across the financial year, with the exception of major projects, where a higher allocation is made to reflect specific end of financial year transactions. Consequently, budget variances will be evident throughout the year.

The main variances within this nature and type relate to the following;

- Timing difference relating to use of Airport and Foreshore grants -\$19,500k and -\$3,500k relating to the foreshore works. No impact to net current position;
- Movement of Community and Rec Facilities +\$7,323k, Vasse Diversion Drain +\$383k, Contribution to Works +\$211k, Aged Housing +\$846k from restricted assets into reserves. These movements were budgeted to occur in June 2017 but have mainly occurred in October and are timing in nature only. No impact to net current position.
- Bonds and Deposits (+\$730k) not budgeted. Timing in nature only as held on behalf of other entities and individuals and will not affect the City's net current position.

**Transfers from Reserves (YTD variance: -\$4,732K)**

Similar to Transfers from Restricted Assets, this category represents equity transfers utilised to fund identified capital and operating expenditures. The annual budget reflects the total value of transfers from reserves occurring in June, to minimise budget variances arising as a result of timing differences.

As with the Transfers from Restricted Assets category, performance in this category will have no direct impact on the closing surplus/deficit position. Where a transfer is not made, it will be due to the associated works not having incurred any expenditure within the financial year. It should be noted however that the timing of transfers does have an impact on associated interest earnings. That is, where transfers can be deferred, this provides the capacity for additional earnings on the respective reserve accounts (albeit this does not impact on the closing surplus/deficit position).

The main variances within this nature and type relate to the following;

- Timing difference relating to the construction of the Administration building and the utilisation of funds from the Civic and Administration Centre Construction Reserve (-\$3,877K) and the Building Reserve (-\$300k).
- Community Development contribution reserve (-\$250K). Budget included \$250k to be recouped from reserves for Milne Street Pavilion which is yet to occur. This is timing in nature only and will be adjusted by June 2017.
- Timing difference associated with the utilisation of funds allocated Port Geographe waterways maintenance (Department of Transport) -\$305k.

**CAPITAL EXPENDITURE**

As at 31 March 2017 there is a variance of approximately +\$37m (or +37%) in respect of total capital expenditure activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Land & Buildings	16,809,649	21,725,684	25,376,416	+4,916,035	+22.63%
Plant & Equipment	1,189,739	2,395,178	2,783,200	+1,205,439	+50.33%
Furniture & Office Equipment	357,460	1,715,815	1,987,322	+1,358,355	+79.17%
Infrastructure	14,207,979	48,378,207	75,772,807	+34,170,228	+70.63%
Total Loan Repayments-Principal	1,531,956	1,523,968	2,089,302	-7,988	-0.52%
Advances to Community Groups	0	150,000	150,000	+150,000	+100%
Transfers to Restricted Assets	4,983,963	930,897	11,301,200	-4,053,066	-435.39%
Transfers to Reserves	22,807,768	21,813,031	25,302,389	-994,737	-4.56%
<b>TOTAL</b>	<b>61,888,514</b>	<b>98,632,780</b>	<b>144,762,636</b>	<b>36,744,266</b>	<b>+37.25%</b>

An overview of the financial performance in each activity is provided as follows:

**Land & Buildings (YTD variance: +\$4,916k)**

The Land and Buildings capital expenditure budget of approximately \$4.9m comprises a number of major projects areas, including:

- Land purchases for Airport Development -\$0.4m;
- Foreshore east youth precinct Community Youth Building (incorporating BSLSC) + \$1.6m;
- Railway House -\$0.3m;
- Milne Street Pavilion +\$0.5m;
- Civic and administration centre +\$3.2m;
- Remainder of Buildings Program + \$0.3m.

- **Busselton Airport Development - \$0.4M**

As this project is fully grant funded, it has no effect on the year-end net current position.

- **Foreshore east youth precinct Community Youth Building (incorporating BSLSC) + \$1.6M**

The City has been successful in its application, with Lottery West granting the full estimated costs to construct the building of \$2.881m.

- **Railway House -\$0.3M**

Construction commenced in February 2016 with the project is now completed, this variance is an YTD variance and it is not expected to have any impact on the City's net current position.

- **Milne Street Pavilion +\$0.5M**

Construction has commenced with the project being approximately 50% completed, this variance is an YTD variance and it is not expected to have any impact on the City's net current position.



▪ **Civic and administration centre +\$3.2M**

This variance is due to a timing difference in the construction of the Civic and Administration Building.

**Plant & Equipment (YTD variance: +\$1,205K)**

The Plant and Equipment capital expenditure budget of approximately \$2.4m is for the acquisition of heavy plant, light plant and minor plant.

At 29 March 2017, the majority of the current variance is primarily attributable to timing in the delivery of heavy and light plant including the following:

- Rangers vehicles \$100k; Waste Compactor \$395k, Parks and Gardens heavy plant (mower and truck)\$200k; Parks and gardens light vehicles (2) \$70k and Construction heavy plant \$330k.

It is anticipated that all budgeted items of plant and equipment will be replaced by 30 June 2017. The only possible exception may be for the new waste compactor which has a long lead-time between ordering and delivery and to this end, may represent a carry over. As this vehicle is funded from the plant replacement reserve, this transaction will have no impact on the net financial year end position.

**Furniture & Office Equipment (YTD variance: +\$1,358K)**

The current variance in this category is primarily due to delay in the purchase of furniture and equipment to fit-out the Administration building +\$1.044k. It is anticipated that the full capital program in this area will be achieved by the end of the financial year.

With regarded to the remaining +\$314k it is expected that the full budget allocation will be utilised by the end of the financial year.

For the purpose of this review, performance in the Furniture and Office Equipment category is not projected to have any net impact on the closing surplus/deficit position.

**Infrastructure (YTD variance: +\$34,170k)**

For the purposes of this review, the Infrastructure capital expenditure category is broken down into three specific areas. The year to date performance in each area is summarised as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Busselton Foreshore	3,138,381	5,976,558	8,017,657	+2,838,177	+47.49%
Busselton Regional Airport	2,517,570	29,363,337	47,922,531	+26,845,767	+91.43%
Infrastructure - Other	8,552,028	13,038,312	19,832,619	+4,486,284	+34.41%
<b>TOTAL</b>	<b>14,207,979</b>	<b>48,378,207</b>	<b>75,772,807</b>	<b>34,170,228</b>	<b>70.63%</b>

Comments relating to the performance in each of the above areas are provided as follows:

▪ **Busselton Foreshore**

Following the continued success of the Busselton Youth Precinct, the construction projects being undertaken for the Busselton Foreshore are in the main, progressing according to budget and schedule. The +\$2.8m variance as stated above is mainly attributable to;

- C0045 - Busselton foreshore stage 3: Goose car park +\$127k,

- C0046 - Busselton foreshore stage 3: central car park +\$37k,
- C3064 - Foreshore central - coastal defences (Jetty to Geo. Bay Rd) +\$82k,
- C3107 - Foreshore central - foreshore promenade (Jetty to Geo Bay Rd) +\$386k,
- C3133 - Busselton foreshore contingency +\$68,
- C3140 - Foreshore water supply and services (utilities) +\$94k,
- C3148 - Busselton foreshore stage 3: foreshore landscaping +\$175k,
- C3149 - Busselton foreshore stage 3: remedial works +\$23k,
- C3150 - Busselton foreshore stage 3: toddler's playground +\$125k,
- C3151 - Busselton foreshore stage 3: Jetty Way pedestrian -\$21k,
- C3152 - Busselton foreshore stage 3: Queen Street abutment +\$375k,
- C3153 - Busselton foreshore stage 3 : Possum park +\$89k,
- W0196 - Busselton foreshore stage 3: Foreshore Parade west +\$79k,
- W0197 - Busselton foreshore stage 3: Queen St upgrade +\$456k,

For the purpose of this review, performance in the Furniture and Office Equipment category is not projected to have any net impact on the closing surplus/deficit position.

▪ **Busselton Regional Airport**

It is noted the progress of the Airport Development Project is on schedule. However, there are variances with the timing of the project costs, with funding scheduled to be spent over the three years commencing from the 2015/16 financial year. Main variances as at the end of March 2017 are;

- C6090 - Airport construction parks and gardens stage 2 +\$259k,
- C6091 - Airport construction stage 2, noise management plan +\$746k,
- C6092 - Airport construction stage 2, airfield +\$17,179k,
- C6093 - Airport construction stage 2, car park and access roads +\$4,275k,
- C6094 - Airport construction stage 2, jet fuel +\$315k,
- C6095 - Airport construction stage 2, external services +\$3,444k,
- C6097 - Airport construction stage 1B, jet fuel +\$461k,
- C6099 - Airport development - project expenses +\$167k,

The project is self-funded and will not adversely affect the net position.

▪ **Infrastructure - Other**

With an annual budget of approximately \$20m and a year to date budget of approximately \$8.5m, there is a current year to date variance of +\$4.5m. There were a further \$2.5m in committed costs raised against projects as at the end of March representing orders made to suppliers and anticipated to be receipted and paid in the short to medium term.

The year to date variance is explained by the following major variances;

▪ +\$130k is attributable to Sanitation (waste) Infrastructure:

- C3479 - New Cell Development +\$562k,
- C3481 - Transfer Station Development -\$705k,
- C3485 - Site Rehabilitation - Busselton -\$117k,
- C3487 - Site Rehabilitation - Dunsborough +\$96k,
- C3488 - Busselton Transfer Station Provision of Scheme Water +\$294k,

It is noted that any variances in these projects will not impact on the net end of year position as variances will be transferred to/from the Waste Reserve.

- The road construction program represents 39% of the year to date variance of +\$1.732m. This is a timing difference with works now underway and due to be completed by June 2017. Although this program contains 60 jobs, the main (material) variances are attributable to the following;
  - T0016 - Puzey Road -\$118k,
  - T0026 - Kaloorup Road -\$73k,
  - W0182 - Capel-Tutunup +\$57k,
  - W0019 - Marine Terrace +\$73k,
  - T0063 - Tom Cullity Drive +\$74k,
  - S0065 - Metricup Road +\$77k,
  - S0051 - Causeway Road +\$77k,
  - W0005 - Kaloorup Road +\$102k,
  - S0035 - Strelly Street +\$106k,
  - W0190 - Miamup Road +\$124k,
  - W0183 - Carter Road +\$292k,
  - S0064 - Peel Terrace +\$297k,
  - S0049 - Layman Road +\$554k,
- Bridge projects make up a further +\$673k or 15% of the variance. This is attributable to Layman Road Bridge (3438) +\$450k, and Queen Street Bridge (0240A) +\$216k.

Note there is no financial impact to the end of financial year net position as this project is funded from State and Federal grants.

- As at 31 March 2017 Parks and Gardens capital projects are +\$734k under expended and make up a further 16% of the year to date budget variance. This mainly attributable to;
  - C3122 - Rails to Trails +\$50k,
  - C3134 - Vasse Community & Recreation Precinct - AFL Oval Stage 1 +\$58k,
  - C3147 - Busselton Foreshore - Extension to Mainline +\$62k,
  - C3145 - Churchill Park Redevelopment - Irrigation +\$227k,
  - C3154 - Administration Building Landscaping Works +\$328k,

In summary, it is estimated that only a small number of projects may be required to be carried over to the 2017/18 financial year. Whilst this may impact on the final closing surplus/deficit position for 2016/17, this will be offset by the need to re-list these projects in the ensuing draft budget. Additionally, other projects that may be deferred (and particularly in respect of sanitation related expenditure) are reserve funded and as such, will have no net impact on the closing surplus/deficit position.

#### **Total Loan Repayments- Principal (YTD variance: -\$8K)**

Although minor immaterial variances will arise in this area, on the whole the principal loan repayments are anticipated to be materially within budget estimates. Therefore no variance is expected in this category.

#### **Advances to Community Groups (YTD variance +\$150k)**

This favourable variance is due to the delay in the drawdown of community related self-supporting loan which is anticipated to occur in April 2017. As self-supporting loans are fully repaid by the community group, this item will not impact on the City's net current position.

#### **Transfers to Restricted Assets (YTD variance: -\$4,053K)**

The transfers to restricted assets budget comprises an estimation of funds that could potentially be received during the financial year, primarily from developer contributions. Due to the nature of the category, the annual budget allocation is spread evenly throughout the financial year.

The performance in this activity does not have any direct impact on the surplus/deficit position, as whilst recognised as operating revenue upon receipt, these funds are subsequently quarantined to restricted assets, essentially offsetting the initial transaction. Furthermore, the transfers to restricted assets category also include the payment of bonds and deposits, where no specific budget allocation is made for these funds.

The financial year to date variance of -\$4,053k is primarily attributable to the receipt of Community and Recreation Facilities -\$159k, Bonds and Deposit -\$558k receipt of interest in excess of budget attributable to the airport grant -\$305k and Unspent Loan funds -\$3,042k.

Whilst performance in this category does not directly impact on the closing surplus/deficit position, interest earnings on a range of restricted asset funds do contribute to the City's municipal interest earnings.

#### **Transfers to Reserves (YTD variance: -\$994K)**

The Transfers to Reserves budget includes both a base transfer and a projected interest component, which collectively equate to the respective annual budget allocations. Whilst the base transfers are made in terms of the adopted budget, the overall financial performance in any year is impacted by the associated interest earnings performance.

The current unfavourable variance is attributable to both interest earnings on Reserve funds -\$165k, and general transfer to reserves -\$830k. Due to the higher than anticipated balance at this point in time; interest earned has exceeded current budget projections. With regard to general reserves, the additional/ transferred funds reported relate to the three reserves, being the community development contribution reserve -\$526k, the Busselton area drainage and waterways reserve -\$211k and the public art reserve -\$93k.

Current projections are that reserve interest earnings will exceed annual budget estimates by approximately \$200k as at 30 June 2017, which will be reflected in the end of financial year Transfers to Reserves performance. It is also anticipated the transfer to general reserve will exceed projected budget amount. Whilst this will not directly impact on the closing surplus/deficit position, the additional revenue will supplement the projected balance of the City's reserve funds at financial year end.

#### **CONCLUSION**

As detailed within this report, it is considered that the City's overall financial performance to 31 March 2017 is satisfactory. Current projections indicate a potential surplus closing position as at 30 June 2017, in the order of approximately +\$483k (exclusive of carry forwards). The Annual Budget Review has not identified any specific adverse financial trends, for which remedial action is required to be instigated prior to financial year end. The projected surplus closing position is primarily due to operating expenditure savings.

As this report also identifies, it is projected that overall capital expenditure will fall well short of annual budget estimates, with this primarily attributable to the Airport Development project. However, as individual projects are essentially fully funded in one form or another, a corresponding short fall in capital revenue will also be evident as at 30 June 2016.

Whilst components of the unspent capital and operating expenditure budgets may need to be considered for re-listing in the Council's 2017/18 draft budget, the current projected surplus closing position of \$483K represents net underspends directly associated with the current financial year's financial performance.

It is noted that the potential surplus closing position at financial year end, including consideration of utilisation, or quarantining of these funds, be will be fully considered as part of the Council's 2017/18 draft budget deliberations.

### **OPTIONS**

The Finance Committee/ Council may determine that additional recommendations are required to be made, or alternatively that the Annual Budget Review not be adopted by the Council at this time, pending clarification of any further matters.

### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Consequent to endorsement by the Council, with or without amendment, a copy of this report (and the associated Council Resolution) will be forwarded to the Department of Local Government and Communities within 30 days of the date of the Council Resolution.

### **COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

### **ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That, pursuant to Regulation 33A of the Local Government (Financial Management) Regulations, the Council adopts the 2016/17 Annual Budget Review as presented within this report.

10.2 Finance Committee - 9/05/2017 - FINANCE COMMITTEE INFORMATION BULLETIN - MARCH 2017

<b>SUBJECT INDEX:</b>	Councillors' Information
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Executive Services
<b>REPORTING OFFICER:</b>	Manager Financial Services - Kim Dolzadelli Councillor Support Officer - Lisa Haste Asset Coordinator - Daniel Hall
<b>AUTHORISING OFFICER:</b>	Director, Engineering and Works Services - Oliver Darby
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Nil

This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.

**PRÉCIS**

This report provides an overview of information that is considered of relevance to members of the Finance Committee, and also the Council.

**INFORMATION BULLETIN**

**1. Chief Executive Officer – Corporate Credit Card**

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

Date	Amount	Payee	Description
28-Feb-17	\$369.07	Createsend / Jack In The Box	Issue of Bay To Bay Feb 2017
03-Mar-17	\$49.20	The Goose Beach Bar	Breakfast Meeting - Strategen

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

*+ Allocated against CEO Hospitality Expenses Allowance*

**2. Voluntary Contributions/Donations (Income)**

No voluntary contributions have been approved this financial year to date.

**3. Donations/Contributions and Subsidies Fund (Sponsorship Fund – Payment of Funds)**

Current expenditure from the Donations, Contributions and Subsidies Fund (Sponsorship Fund) reveals:

- 85 applications for sponsorship have been received during this financial year.
- The average donation approved for the financial year is \$349.79
- There were 12 applications for sponsorship received or assessed during March 2017.
- Expenditure from the Donations, Contributions and Subsidies Fund (Sponsorship Fund) for the financial year totals \$29,732.82

- Total budget for the Donations, Contributions and Subsidies Fund (Sponsorship Fund) is \$37,450.

App. No.	Recipient	Purpose	Amount
74/1617	WA Country builders	Seeking a waiver of the building fees for the Telethon Home in Geographe. Funds were transferred to the Building account.	\$2,400
75/1617	Hold On Promotions - Equinox SW Motor Show	Funding to assist with marketing the Motor Show event which is being held at GMAS this year. (GLC last year)	\$750
76/1617	Cornerstone Christian College	Seeking funds for the installation of a flagpole at both the Busselton and Dunsborough campuses. Unsuccessful, did not meet the guidelines	\$0
77/1617	Relay for Life Organiser	Seeking in kind support for the Relay for Life event organisation. (Churchill park hire, bin hire, event fee etc.) Funds were transferred to Events account.	\$999.50
78/1617	Riley Culnane	Representing WA at the U17's National Netball Championships in Canberra. Funds to assist with travel costs.	\$200
79/1617	Sally Chandler - Read Write Now	Seeking fee waiver for room hire at the NCC to deliver an Adult literacy program. The program improves career prospects for adults and is run by volunteers. Funds were transferred to the NCC account.	\$842.82
80/1617	Ignite Girls Program	The program addresses barriers and mental health concerns with high school girls. They make various items for community groups as part of the School Engagement Program. (pouches for FAWNA, bags for women's refuge etc) Funds to purchase resources to make these items.	\$300
81/1617	Hannah Bowden	Hannah is in year 10 and has received an Exceptional Merit scholarship to attend the Oxbridge Academic Program at Oxford University. Funds to assist with travel costs	\$200
82/1617	Ross Rann	Representing WA at Swimming championships in Brisbane. Ross has already received funding this financial year.	\$0
83/1617	Maddison Johnston-Walker	Representing WA at Swimming championships in Brisbane. Funding already received this financial year.	\$0
84/1617	Jasmine Hopkins	Representing WA at the Swimming Championships in Brisbane. Travel costs	\$200
85/1617	Zoe Butler	Representing WA at the Swimming Championships in Brisbane. Travel costs	\$200

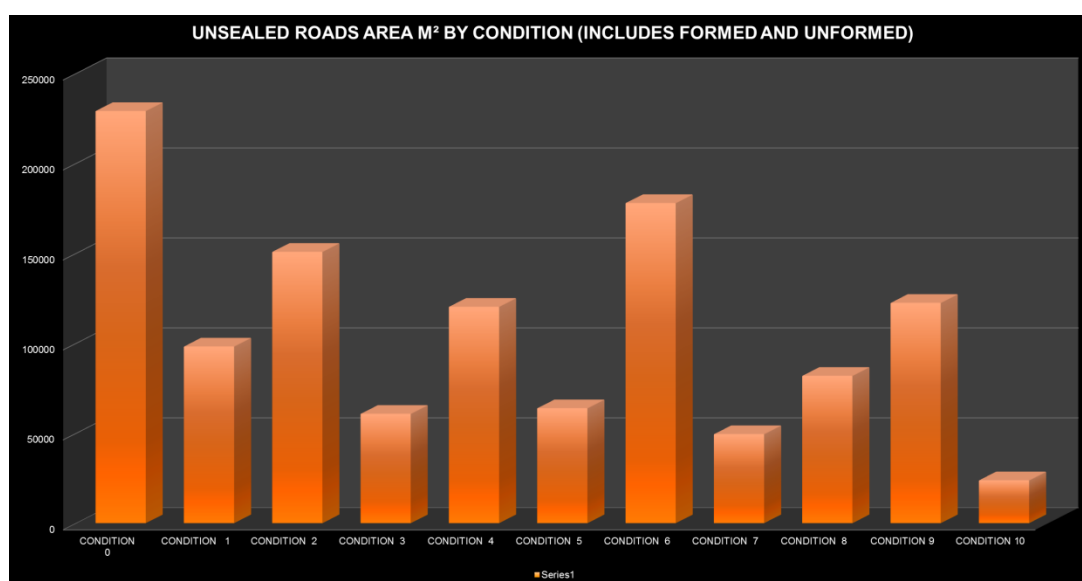
### **Asset Management Report**

Unsealed Road Inspections.

The asset team have recently completed an updated inspection of the City's unsealed road network as part of the overall review of the Roads Asset Management Plan. The purpose of the inspections has been to update the asset register with condition information and also provide an updated fair value for unsealed roads.

The information assessed in the inspection includes condition, utilisation and risk levels. This includes factors for school bus and heavy vehicle routes, formation and shape of the road and an assessment of the depth of the remaining gravel on the road.

The updated condition, utilisation and risk information is then used to prioritise re-renewal (Re-sheeting works) for future years. Regular Re-sheeting of unsealed (gravel) roads is required to maintain surface condition and sufficient pavement material (gravel) to enable regular maintenance grading. The work is programmed on an annual basis as part of the Capital works budget for roads.



The chart above shows the current condition profile (zero very good, ten very poor) of the unsealed roads following the inspections. This chart includes 'unformed' (also known as unmade or unconstructed) roads which are essentially roads that provide some form of access but have not been improved or shaped (formed) in any significant way. Re-sheeting works are generally only scheduled for formed roads unless there is specific need to improve the service level of an unformed road.

This chart shows that there is a reasonable spread of roads in a good condition, however also highlights the importance of the ongoing annual re-sheeting program in order to manage renewal of the worst condition unsealed roads.

#### **COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That the Finance Committee Information Bulletin for the month of March 2017 be noted.



10.3 Finance Committee - 9/05/2017 - HERITAGE LOCAL HISTORY: BUSSELTON SETTLEMENT ART PROJECT

<b>SUBJECT INDEX:</b>	Heritage
<b>STRATEGIC OBJECTIVE:</b>	A community with access to a range of cultural and art, social and recreational facilities and experiences.
<b>BUSINESS UNIT:</b>	Community Services
<b>ACTIVITY UNIT:</b>	Community Services
<b>REPORTING OFFICER:</b>	Cultural Development Officer - Jacquie Happ
<b>AUTHORISING OFFICER:</b>	Director, Community and Commercial Services - Naomi Searle
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	Nil

**This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.**

### **PRÉCIS**

The purpose of this report is to seek Council's approval to transfer \$7,601.25 from the Cultural Planning Sundry Income Account to the Sundry Restricted Asset Account to contribute towards the Aboriginal and Pioneer Woman sculptures that are the remaining sculptures in the Settlement Art Project.

### **BACKGROUND**

The Busselton Settlement Art Project (BSAP) is a public art initiative commemorating the successful establishment of Busselton as one of the first settlements outside Perth. The project consists of the commissioning of six (6) life-sized bronze sculptures (one per year subject to funding) at a total cost of approximately \$700,000 (ex GST). The project is overseen by a formal Committee of Council, the Busselton Settlement Art Project Steering Committee (BSAPSC).

The BSAPSC organizes events to keep the project in the public realm by raising awareness and to raise funds. The BSAPSC's last two fundraising events held in September 2016 and March 2017, in the form of movie nights made a combined total of tickets sales of \$7,601.25.. This report seeks to transfer the income raised from the events to a restricted asset account to ensure the funds are put towards the commissioning of the next sculpture in the project.

### **STATUTORY ENVIRONMENT**

Under Section 5.8 of the *Local Government Act 1995* (the Act), a local government, by absolute majority, may establish committees of three or more persons to assist the Council, and to exercise the powers and discharge the duties of the local government that can be delegated to committees. Authority can be delegated to formally constituted Committees of Council in accordance with Sections 5.16 and 5.17 of the Act.

Under Section 6.8 of the Act, expenditure that is not included in the annual budget requires a resolution in advance of the expenditure with Absolute Majority.

### **RELEVANT PLANS AND POLICIES**

#### Social & Ageing Plan 2012 – 2020

It is a goal of the City's Social and Ageing Plan (2010-2020) that the City's culture is celebrated, valued and retained. The installation of the BSAP is in line with this goal.

City of Busselton's Ten Year Financial and Corporate Business Plans

The BSAP has been identified as a key project in the City's four year Corporate Business Plan and includes an allocation of \$85k per year to 2018/19. This amount has been reduced in 2017/18 due to funding received from Percent for Art cash in lieu monies.

The Local Planning Policy (6B) Percent for Art Provisions

The Percent for Art Provisions allows developers to provide a cash in lieu contribution in place of an artwork at the site of the development application. The policy enables funds which are in the Percent for Art Cash in Lieu – Public Art Restricted Funds account collected in the Busselton (East) precinct of the City of Busselton to be directed to the Settlement Art Project as a priority. An amount of \$52,000 has been received through this Policy this has been direct to the Busselton Settlement Art Project.

**FINANCIAL IMPLICATIONS**

Sundry Income Account (330-10900-1750-0000) has an adopted Budget of \$3000, at this point in time total income received is \$7,601.25 being \$4,601.25 better than Budget Expectations. The transferred of the amount of \$7,601.25 to a restricted asset account for the purpose of assisting the commissioning of the next sculpture for the Busselton Settlement Art Project will result in a decrease to Councils net surplus/deficit position of \$3,000; however the Officer notes that the Annual Budget Review being presented as part of this agenda shows other projected operation savings that will negate the impact of this request.

Long-term Financial Plan Implications

\$85,000 per year until 2018/19 has been included in the City's endorsed Long Term Financial Plan towards the commissioning of sculptures for the BSAP, however matching funds are required to be raised in order to fund individual statues. The transfer of funds from the BSAPSC's fundraising activities in 2016/17 will assist in building funds for the commissioning of future statues.

**STRATEGIC COMMUNITY OBJECTIVES**

This matter aligns with the City of Busselton Strategic Community Plan 2013 (Review 2015) and principally with the following strategic goal:

Well Planned, Vibrant and Active Places

- 2.1 A City where the community has access to a range of cultural and art, social and recreational facilities and experiences.
- 2.2 A City of shared, vibrant and well planned places that provide for diverse activity and strengthen our social connections.

**RISK ASSESSMENT**

An assessment of the potential implications of implementing the officer recommendation has been undertaken by the City's risk assessment framework. There are no identified risks associated with the officer recommendation.

**CONSULTATION**

Not required.

**OFFICER COMMENT**

Funds raised by the BSAPSC are as a result of their hard work in fundraising activities for the BSAP. Tickets for the events held were sold on the basis that the profits would go towards this project. Officers therefore recommend that the income from the Sundries Income Account (330-10900-1750-0000) of \$7,601.25 be transferred to the Sundry Restricted Asset Account for the purposes of raising funding to commission the next sculpture for the BSAP. Events by the BSAPSC also raise the profile of the BSAP and promote it within the community. Funds raised by the BSAPSC also reduce the financial commitment required by the City if only in a small way.

**CONCLUSION**

Although the transfer will reduce Council's net current position by \$7,601.25 at year end, the expectation from those who participated in the fundraising events were that the funds raised would go towards the commissioning of the next sculpture. Fundraising is not necessarily required for each sculpture as per the City's long term financial commitment however, ongoing fundraising activities such as this will assist in reducing the City's overall funds required and continues to promote the project.

**OPTIONS**

The Council may chose not to transfer the funds that were raised by the BSAPSC and this will reduce the total funds available to complete the next sculpture. While donations and contributions are not specifically needed to realise the Aboriginal and Pioneer Woman sculptures due to monies from the Percent for Art Policy being received, events do continue to highlight the project in the community and any fundraising does reduce the City's overall contribution by a small amount.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Should the Officer Recommendation be endorsed, Officers will transfer the funds from the Sundry Account to the Sundry Restricted Asset Account before the end of the 2016/17 Financial Year.

**COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION****ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Council approves the transfer of \$7,601.25 from the Cultural Planning Sundry Income Account (330.10900.1750) to the Sundry Restricted Asset Account for the Busselton Settlement Art Project.

10.4 Finance Committee - 9/05/2017 - REQUEST FOR RATE CONCESSION

<b>SUBJECT INDEX:</b>	Rates Policy Budget and Administration
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Financial Services
<b>ACTIVITY UNIT:</b>	Rates
<b>REPORTING OFFICER:</b>	Rates Coordinator - David Whitfield
<b>AUTHORISING OFFICER:</b>	Director, Finance and Corporate Services - Cliff Frewing
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	Nil

**This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.**

**PRÉCIS**

An application from the Novacare Residents Committee has been received requesting that Council give consideration to the granting of a rates concession for rateable properties within the Novacare Lifestyle Village situated at 502 Bussell Highway Busselton. This report considers the request and the possible options available to Council for its deliberation.

**BACKGROUND**

The Novacare Residents Association has written to the City requesting that a rate concession be applied to the Novacare Lifestyle Village, more specifically that the reduction in the Residential rate in the dollar be calculated as 2 cents less than the current rate in the dollar of 8.3838c/\$ (representing a reduction of approximately 23% on the current 2016/2017 level of rating).

The basis of the request is that the Novacare Lifestyle Village contains a number of services, such as a library, swimming pool, lawn bowling green, gymnasium, Mens Shed and so forth which means that the residents do not have need of Council services used by other ratepayers. In addition to this the Novacare Village also maintains its own gardens, road network, street lights and drainage.

Council officers Kim Dolzadelli and David Whitfield initially met with representatives of the Novacare Residents Association in November 2016 to discuss the matter and this was followed by a subsequent meeting together with Councillors Grant Henley and Rob Bennet further attended a second meeting. This meeting was also attended by the Landgate – Manager Property and Valuation Services (Bunbury Office), Duncan Rutherford who was able to provide information on property valuations.

The meeting produced 3 possible options for the Novacare Residents Association to pursue, these being:

- That the Association write to Council seeking a rating concession for the Novacare Lifestyle Village,
- That the Association discuss the matter or property valuations further with Landgate,
- That the Association contact the Department of Local Government and Communities seeking possible amendment to the Local Government Act 1995 with respect to the rateability of Retirement/Lifestyle villages in general.

This application for a rate concession pursues the first option determined.

## **STATUTORY ENVIRONMENT**

The Local Government Act 1995 allows a local government to grant a concession with respect to rates.

Section 6.47 of the LGA 1995 states that:

“Subject to the Rate and Charges (Rebates and Deferment Act 1992) a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or grant other concessions in relation to a rate or service charge.”

\*Absolute majority required.

## **RELEVANT PLANS AND POLICIES**

There is no current rating policy on the matter of granting a rate concession.

## **FINANCIAL IMPLICATIONS**

Should a resolution granting the request for a rate concession as requested in the application then the total value of that concession would amount to \$54,400 on the basis of the 2016/2017 residential rate in the dollar.

### **Long-term Financial Plan (LTFP) Implications**

As per the above should a resolution granting the request for a rate concession as requested in the application then the total value of that concession would amount to \$54,400 per annum on the basis of the 2016/2017 residential rate in the dollar. Clearly, over the life of the current LTFP, the value of the concession would exceed \$540,000.

## **STRATEGIC COMMUNITY OBJECTIVES**

The matter principally aligns with Key Goal Area 6 – Leadership – Visionary, collaborative, accountable and more specifically Community Objective 6.1 – Governance systems, process and practices that are responsible, ethical and transparent.

## **RISK ASSESSMENT**

Whilst there is no specific risk in making a decision to grant the individual request for a rate concession there may be some risk in terms of setting a precedent for other similar organisations and/or developments to request a similar rate concession thereby compounding the reduction in rate revenue in both the short and long term timeframes.

## **CONSULTATION**

There is no requirement for consultation on this matter.

## **OFFICER COMMENT**

The Novacare Lifestyle Village was commenced in 2001 and the last stage of development was completed as recently as 2014. Further details obtained from online sources reveal the following information in relation to Novacare:

“Novacare Busselton Village is a privately owned lifestyle retirement village, developed and managed by a small group of property investors. The 8.1 Ha site was purchased in 2001 and the Independent living units (ILUs) (*Independent Living Units*) and community facilities have been developed in stages as sale of ILUs have progressed. The final Village stage 6 of 21 premium ILUs was completed in April of 2014, and Novacare Village in Busselton now features 178 ILUs and a full complement of community facilities.” *Source – Australian Business News Source – March 2015.*

Further comments from the Novacare Lifestyle Village website include such information as:

“Novacare is unique in being able to provide residents with maximum choice in retirement living options and the freedom to pursue an active and stimulating lifestyle within the village community or within the wider Busselton Geographe Bay region.

“Located in Busselton, Novacare Lifestyle Village boasts one of the best addresses in Western Australia. This premier tourist resort town is one of the most popular in Australia and is regarded by many industry experts as the ideal regional location for lifestyle retirement living.

Ideally situated within easy reach of Perth and less than an hour from Margaret River and the delights of WA’s South West, Novacare Lifestyle Village offers an over 55s lifestyle like no other.

#### The Village Square

Our Village Square is where you’ll find everything for the ‘un’ retired. At Novacare you’re spoiled for choice with an indoor heated pool, first class bowling green, private cinema with theatre seating, reading lounge, onsite restaurant, cafe, hair salon, fitness centre, recreational hall with dance floor, craft room and workshop, and much more.

#### Premier facilities

With the beaches of Geographe Bay within walking distance, plus first class shopping, dining, medical and recreational facilities on your doorstep, Village residents are spoiled for choice when it comes to day-to-day living.”

“Our resort-style facilities include:

- Restaurant with fully equipped commercial kitchen
- A first class synthetic bowling green
- Indoor heated swimming pool with sauna and spa
- Cinema with theatre seating
- Sportsman’s lounge with pool table, darts and Foxtel
- Recreation Hall with stage and dance floor
- Modern fitness centre
- Craft room and workshop
- Library and computer room
- Hair salon
- Village office, lounge and cafe
- Caravan and boat parking”

The residents of Novacare pay annual levy towards the upkeep and maintenance of the facilities provided and the request for a rating concession stems from the point of view that as the Novacare provides these facilities/functions for the residents, this results in a lower level of service that is needed to be provided by the City of Busselton, so therefore a concessional level of rates should apply.

From a rating perspective the development is a single lot owned by the Novacare Village Pty Ltd and Landgate – Valuation Services provides a single valuation for rating purposes. To accommodate the requirements of the Rates and Charges (Rebates and Deferments) Act 1992, which allows the tenants to claim a pensioner concession on their respective units, the residential units are rated on an individual basis.

A summary of relevant financial information in relation to the request received from the Novacare Residents Association is as follows:

<b>Total Rates Novacare Property</b>	<b>\$228,048</b>	<b>178 Properties</b>
<b>Novacare Average Rate (Per Unit)</b>	<b>\$1,281</b>	
<b>City of Busselton – Average Residential Rate</b>	<b>\$1,550</b>	<b>-\$269 (17.35%)</b>
<b>City of Busselton – minimum rate</b>	<b>\$1,160</b>	<b>+121 (9.45%)</b>
<b>Novacare – concession sought (amended average rate)</b>	<b>\$975.55</b>	<b>-\$184.45 (15.9%)</b>
<b>Special Area Rate (EG Yalyalup)</b>	<b>\$228</b>	<b>-\$497 (27.95%)</b>
<b>Amended rates compared to Average rates</b>	<b>\$975.55</b>	<b>-\$574.45 (37.06%)</b>

The above table reveals that the average rate paid per unit within the Novacare Lifestyle Village is \$269, or 17.35%, less than the average residential rate paid throughout the City of Busselton. Additionally if compared to a property that attracts a specified area rate such as a landscaping levy as applied to the properties in the Yalyalup (Provence) development then the comparison reveals that the variance becomes \$497, or 27.95%, less than the average residential rate levied within the City.

Additionally, the current average rate within the Novacare Lifestyle Village is \$121 dollars greater than the current minimum rate however, subject to proposed rate modelling and the final 2017/2018 budget adoption, this may further decrease to an average variance of \$104 over the (proposed) minimum rate in 2017/2018.

If the rates concession is granted, this would result in an average Novacare rates being \$184 (15.9%) lower than the “minimum rate” – which invites the question ‘Why should a rate be lower than the ‘Minimum rate’’, and \$574.45 (37%) less than the average residential rate.

The minimum rates generally apply to vacant land or those premises with a very low value – neither of which are relevant in this instance.

In addition to the above details it is important to note that rates in particular are not directly related to a “user pays” principle but rather are a method for raising monies to balance the Council budgeting shortfall each year in a manner that is often quoted as being “fair and equitable”.

The concept that a ratepayer does or does not use any, or all, of council’s facilities could legitimately apply to any ratepayer for any number of reasons. However, the expenditure of rates represents expenditure on a ‘whole of community’ approach that seeks to provide those services and facilities to the broadest sections of the community as it can.

The reduction of rates raised from a certain sector of the community will mean that either the overall level of works and services conducted within the City would need to be reduced, or that the remaining property sectors would need to increase their level of rating to cover the shortfall.

One final aspect of the discussions in relation to the request for a rate concession was based on the concept of unit density versus the rest of the City ie: in short that the amount of rates derived from the Novacare Lifestyle Village was far more than what might be derived from other 'less dense' sectors of the Residential property base.

There is no doubt that the overall value of rates derived from Novacare on a density basis is higher than average, however many other areas within the City could also lay claim to a rates concession on this basis. The current zoning of the Novacare Lifestyle Village is predominantly zoned 'R40' with a small portion of 'R20'. By comparison the City currently has a total of 3129 properties with a local planning scheme (#21) zoning of 'R30' or 'R40' and these properties have been, or could be, developed to achieve the same level of density as the Novacare Lifestyle Village.

The concept of 'Precedence' is very important and relevant when considering application of this nature.

## **CONCLUSION**

In light of the above information it is considered that rates, in particular, are a levy on the ratepayers for the purposes of providing for the community in an overall sense and that the rate burden should be applied, subject to the provisions of the Local Government Act 1995, in an even, fair and equitable manner across the community for the benefit of all ratepayers. The creation of a rate category/ies or other such identified sections of the community that might pay a lesser level of rating than others would create an uneven, and therefore less equitable rating database. As a result it is recommended that the application for a rate concession should be declined.

## **OPTIONS**

The Council may consider and adopt a rate concession in accordance with Section 6.47 of the Local Government Act 1995. If adopted as per the original application the loss of rate revenue, with respect to the Novacare Lifestyle Village, on an annual basis would be approximately \$54,400 on an annual basis.

## **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Should Council endorse the recommendation to not approve the application for a rate concession then rates and charges could continue to apply as per normal and no further (financial) action would need to be taken in this respect.

## **COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

### **ABSOLUTE MAJORITY REQUIRED**

That the Council decline the request for the granting of a rate concession to the Novacare Lifestyle Village, and that the Novacare Residents Association be notified of this decision.



10.5 Finance Committee - 9/05/2017 - FINANCIAL ACTIVITY STATEMENTS - PERIOD ENDING 31 MARCH 2017

<b>SUBJECT INDEX:</b>	Budget Planning and Reporting
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Finance and Corporate Services
<b>REPORTING OFFICER:</b>	Manager Financial Services - Kim Dolzadelli
<b>AUTHORISING OFFICER:</b>	Director, Finance and Corporate Services - Cliff Frewing
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Attachment A Financial Activity Statements - Period Ending 31 March 2017 <a href="#">↓</a> Attachment B Investment Report - March 2017 <a href="#">↓</a>

**This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.**

## **PRÉCIS**

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

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis for the period ending 31 March 2017.

## **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 of 21 July 2016, the Council adopted (C1607/160) the following material variance reporting threshold for the 2016/17 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 2016/17 financial year to comprise 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.*

## **STATUTORY ENVIRONMENT**

Section 6.4 of the Local Government Act and Regulation 34 of the Local Government (Financial Management) Regulations detail the form and manner in which a local government is to prepare financial activity statements.

## **RELEVANT PLANS AND POLICIES**

Not applicable.

## **FINANCIAL IMPLICATIONS**

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

### **Long-term Financial Plan Implications**

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

## **STRATEGIC COMMUNITY OBJECTIVES**

This matter principally aligns with Key Goal Area 6 – ‘Open and Collaborative Leadership’ and more specifically Community Objective 6.1 - ‘Governance systems, process and practices are responsible, ethical and transparent’. The achievement of the above is underpinned by the Council strategy to ‘ensure the long term financial sustainability of Council through effective financial management’.

## **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.

## **CONSULTATION**

Not applicable

## **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 full year 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 also 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.

## **FINANCIAL ACTIVITY TO 31 MARCH 2017 - VARIATIONS**

No further comment on the financial activity as at 31 March is necessary as a comprehensive report on the level of activity and variances is contained in a report entitled "Annual Budget Review for the period 31 March 2017" contained on this agenda.

### **Capital Activity**

#### **Capital Revenue**

As at 31 March 2017, there is a variance of -36% (-\$19,037k) in total capital revenue, with the following categories exceeding the 10% material variance threshold:

<b>Description</b>	<b>Variance %</b>	<b>Variance \$000's</b>
Transfer from Reserves	-22%	-\$4,732
Transfer from Restricted Assets	-49%	-\$13,506
Proceeds from Sale of Assets	-56%	-\$290
Proceeds from Loans	-14%	-\$500
Self-Supporting Loans	-13%	-\$9

#### **Transfer from Reserves (-\$4,732K)**

- Timing difference relating to the construction of the Administration building and the utilisation of funds from the Civic and Administration Centre Construction Reserve (-\$3,877K) and the Building Reserve (-\$300k).
- Community Development contribution reserve (-\$250K). Budget included \$250k to be recouped from reserves for Milne Street Pavilion which is yet to occur. This is timing in nature only and will be adjusted by June 2017.
- Timing difference associated with the utilisation of funds allocated Port Geographe waterways maintenance (Department of Transport) -\$305k.

#### **Transfer from Restricted Assets (-\$13,506K)**

- Timing difference relating to use of Airport and Foreshore grants -\$19,500k and -\$3,500k relating to the foreshore works. No impact to net current position.
- Movement of Community and Rec Facilities +\$7,323k, Vasse Diversion Drain +\$383k, Contribution to Works +\$211k, Aged Housing +\$846k from restricted assets into reserves. These movements were budgeted to occur in June 2017 but have mainly occurred in October and are timing in nature only. No impact to net current position.
- Bonds and Deposits (+\$730k) not budgeted. Timing in nature only as held on behalf of other entities and individuals.

**Proceeds from Sale of Assets (-\$290K)**

- The Proceeds from Sale of Assets category recognises the estimated sale or trade-in value of 'heavy and light' plant items budgeted to be replaced during the financial year. The current adverse variance is largely reflective of the timing difference in the lower Plant and Equipment capital expenditure on a year to date basis.

**Proceeds from Loans (-\$500k)**

- Difference relates to the delayed draw down of new loan for Dunsborough car parking as per budget timeline. This transaction does not affect the City's net current position as expenditure has not yet been incurred.

**Self-Supporting Loans (-\$9k)**

- Difference relates to the delayed draw down of new self-supporting loan as per budget timeline. This transaction does not affect the City's net current position.

**Capital Expenditure**

As at 31 March 2017, there is a variance of +37% (+\$36,744K) in total capital expenditure, with the following categories exceeding the 10% material variance threshold:

Description	Variance %	Variance \$000's
Land and Buildings	+23%	+\$4,916
Plant and Equipment	+50%	+\$1,205
Furniture and Equipment	+79%	+\$1,358
Infrastructure	+71%	+\$34,170
Transfers to Restricted Assets	-435%	-\$4,053

The attachments to this report include detailed listings of the capital expenditure (project) items, to assist in reviewing specific these variances. All capital expenditure variances are considered to be a timing adjustment at this time, with no impact expected against the net current position.

**Transfers to Restricted Assets (-\$4,053K)**

The transfers to restricted assets budget comprises an estimation of funds that could potentially be received during the financial year, primarily from developer contributions. The performance in this activity does not have any direct impact on the surplus/deficit position, as whilst recognised as operating revenue upon receipt, these funds are subsequently quarantined to restricted assets, essentially offsetting the initial transaction. Furthermore, the transfers to restricted assets category also include the payment of bonds and deposits, where no specific budget allocation is made for these funds.

The financial year to date variance of -\$4,053k is primarily attributable to the receipt of Community and Recreation Facilities -\$159k, Bonds and Deposit -\$558k receipt of interest in excess of budget attributable to the airport grant -\$305k and Unspent Loan funds -\$3,042k.

**Investment Report**

Pursuant to the Council's Investment Policy, a report is to be provided to the Council on a monthly basis, detailing the investment portfolio in terms of performance and counterparty percentage exposure of total portfolio. The report is also to provide details of investment income earned against budget, whilst confirming compliance of the portfolio with legislative and policy limits.

As at 31 March 2017, the value of the City's invested funds totalled \$112.5M, decreasing from \$117.4M as at 1st March. The decrease is due to funds being utilised for operational purposes including the Admin Building and Airport projects.

During the month of December \$21.5M in term deposit funds matured. All deposits were renewed for an average of 100 days at an average rate of 2.47%.

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) reduced by \$500K with funds utilised for operational purposes. The balance of the Airport development ANZ cash account reduced by \$4.5M with funds utilised on the project.

The RBA left official rates on hold during March and April with future rate movements are unclear at this stage.

Please refer to Attachment B for further information.

## **CONCLUSION**

As at 31 March 2017, the City's financial performance is considered satisfactory. Whilst current variances exist in some operational areas, these are primarily due to timing differences.

Whilst acknowledging capital is presently tracking below year to date budget estimates, this is also seen to be attributable to timing differences at this time. There continues to be no indication at this time of any material cost overruns on any capital items in this year's budget.

As detailed within the Agenda Item titled "ANNUAL BUDGET REVIEW – PERIOD ENDING 31 MARCH 2017" also presented in this Agenda *"Current projections indicate a potential surplus closing position as at 30 June 2017, in the order of approximately +\$483k (exclusive of carry forwards)."*

## **OPTIONS**

The Council may determine not to receive the statutory financial activity statement reports.

## **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Reports are received as at the date of the relevant Council meeting

## **COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That the Council receives the statutory financial activity statement reports for the period ending 31 March 2017, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations.

City of BusseltonStatement of Financial ActivityFor The Period Ending 31 March 2017

	2016/2017 Actual	2016/2017 Amended Budget YTD	2016/2017 Original Budget YTD	2016/2017 Amended Budget	2016/2017 Original Budget	2016/17 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
<b>Revenue from Ordinary Activities</b>						
Rates	41,919,828	41,765,450	41,765,450	41,899,310	41,899,310	0.37%
Operating Grants, Subsidies and Contributions	3,713,971	3,386,413	3,141,471	5,171,217	4,861,121	9.67%
Fees & Charges	13,247,309	13,306,309	13,306,309	15,598,955	15,598,955	-0.44%
Other Revenue	311,045	276,558	276,558	356,410	356,410	12.47%
Interest Earnings	2,591,698	2,020,530	2,020,530	2,542,850	2,542,850	28.27%
	<b>61,783,851</b>	<b>60,755,260</b>	<b>60,510,318</b>	<b>65,568,742</b>	<b>65,258,646</b>	<b>1.69%</b>
<b>Expenses from Ordinary Activities</b>						
Employee Costs	(20,785,719)	(21,316,601)	(21,301,991)	(27,868,335)	(27,838,725)	2.49%
Materials & Contracts	(9,696,690)	(11,570,032)	(11,440,278)	(15,780,869)	(15,575,365)	16.19%
Utilities (Gas, Electricity, Water etc)	(1,648,268)	(1,768,564)	(1,768,564)	(2,358,980)	(2,358,980)	6.80%
Depreciation on non current assets	(12,513,911)	(11,711,421)	(11,711,421)	(15,715,050)	(15,715,050)	-6.85%
Insurance Expenses	(650,427)	(709,772)	(709,772)	(716,772)	(716,772)	8.36%
Other Expenditure	(1,766,051)	(2,273,625)	(2,269,625)	(3,099,864)	(3,095,864)	22.32%
Allocations	1,371,005	1,497,576	1,497,576	1,942,110	1,942,110	8.45%
	<b>(45,690,061)</b>	<b>(47,852,439)</b>	<b>(47,704,075)</b>	<b>(63,597,760)</b>	<b>(63,358,646)</b>	<b>4.52%</b>
<b>Borrowings Cost Expense</b>						
Interest Expenses	(945,749)	(975,888)	(975,888)	(1,318,330)	(1,318,330)	3.09%
	<b>(945,749)</b>	<b>(975,888)</b>	<b>(975,888)</b>	<b>(1,318,330)</b>	<b>(1,318,330)</b>	<b>3.09%</b>
Non-Operating Grants, Subsidies and Contributions	6,088,136	7,914,444	7,836,619	45,891,102	35,349,212	-23.08%
Profit on Asset Disposals	19,793	12,938	12,938	23,227	23,227	52.98%
Loss on Asset Disposals	(123,810)	(73,161)	(73,161)	(94,761)	(94,761)	-69.23%
	<b>5,984,119</b>	<b>7,854,221</b>	<b>7,776,396</b>	<b>45,819,568</b>	<b>35,277,678</b>	<b>-23.81%</b>
<b>Net Result</b>	<b>21,132,160</b>	<b>19,781,154</b>	<b>19,606,751</b>	<b>46,472,220</b>	<b>35,859,348</b>	<b>6.83%</b>
<b>Adjustments for Non-cash Revenue &amp; Expenditure</b>						
Depreciation	12,513,911	11,711,421	11,711,421	15,715,050	15,715,050	
Donated Assets	(563,429)	0	0	(14,388,800)	(13,800,000)	
(Profit)/Loss on Sale of Assets	104,017	60,223	60,223	71,534	71,534	
Allocations & Other Adjustments	(2,551)	0	0	0	0	
Deferred Pensioner Movements	(22,693)	0	0	0	0	
Recording of Employee Entitlements (Provisions)	(19,764)	(19,764)	(19,764)	(26,356)	(26,356)	
Deposit & Bonds Movements (cash backed)	(172,146)	0	0	0	0	
<b>Capital Revenue &amp; (Expenditure)</b>						
Land & Buildings	(16,809,649)	(21,725,684)	(21,475,888)	(25,376,416)	(24,081,120)	22.63%
Plant & Equipment	(1,189,739)	(2,395,178)	(2,395,178)	(2,783,200)	(2,783,200)	50.33%
Furniture & Equipment	(357,460)	(1,715,815)	(1,701,990)	(1,987,322)	(1,910,597)	79.17%
Infrastructure	(14,207,979)	(48,378,207)	(48,317,931)	(75,772,807)	(66,504,042)	70.63%
Proceeds from Sale of Assets	230,968	521,000	521,000	609,000	609,000	-55.67%
Proceeds from New Loans	3,000,000	3,500,000	3,500,000	3,650,000	3,650,000	-14.29%
Self Supporting Loans - Repayment of Principal	58,923	67,772	67,772	91,040	91,040	-13.06%
Total Loan Repayments - Principal	(1,531,956)	(1,523,968)	(1,523,968)	(2,089,302)	(2,089,302)	-0.52%
Advances to Community Groups	0	(150,000)	(150,000)	(150,000)	(150,000)	100.00%
Transfer to Restricted Assets	(4,983,963)	(930,897)	(930,897)	(11,301,200)	(11,301,200)	-435.39%
Transfer from Restricted Assets	13,994,294	27,500,000	27,500,000	55,722,104	55,722,104	-49.11%
Transfer to Reserves	(22,807,768)	(21,813,031)	(21,813,031)	(25,302,389)	(25,302,389)	-4.56%
Transfer from Reserves	16,829,356	21,561,917	21,312,121	35,668,755	35,052,041	-21.95%
Opening Funds Surplus/ (Deficit)	1,178,089	1,178,089	1,178,089	1,178,089	1,178,089	
<b>Net Current Position - Surplus / (Deficit)</b>	<b>6,372,621</b>	<b>(12,770,968)</b>	<b>(12,871,270)</b>	<b>0</b>	<b>0</b>	

**City of Busselton**

**Net Current Position**

**For The Period Ending 31 March 2017**

	2016/17 Actual	2016/17 Amended Budget	2016/17 Original Budget	2015/16 Actual
	\$	\$	\$	\$
<b><u>NET CURRENT ASSETS</u></b>				
<b><u>CURRENT ASSETS</u></b>				
Cash - Unrestricted	3,602,716	1,996,620	1,996,620	3,251,577
Cash - Restricted	109,308,596	57,811,309	58,428,023	112,598,579
Sundry Debtors	1,585,414	1,600,000	1,600,000	2,501,984
Rates Outstanding - General	2,252,528	1,550,000	1,550,000	787,186
Stock on Hand	16,543	20,000	20,000	20,420
	<u>116,765,797</u>	<u>62,977,929</u>	<u>63,594,643</u>	<u>119,159,746</u>
<b><u>LESS: CURRENT LIABILITIES</u></b>				
Bank Overdraft	0	0	0	0
Sundry Creditors	1,084,580	5,166,620	5,166,620	5,383,078
Performance Bonds	2,253,602	2,425,748	2,425,748	2,425,748
	<u>3,338,182</u>	<u>7,592,368</u>	<u>7,592,368</u>	<u>7,808,826</u>
Current Position (inclusive of Restricted Funds)	113,427,615	55,385,561	56,002,275	111,350,920
Add: Cash Backed Liabilities (Deposits & Bonds)	2,253,602	2,425,748	2,425,748	2,425,748
Less: Cash - Restricted Funds	(109,308,596 )	(57,811,309 )	(58,428,023 )	(112,598,579 )
<b><u>NET CURRENT ASSET POSITION</u></b>	<u><u>6,372,621</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>1,178,089</u></u>

City of BussettonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 31 March 2017

Description	2016/17 Actual	2016/17 Amended Budget YTD	2016/17 Original Budget YTD	2016/17 Amended Budget	2016/17 Original Budget
	\$	\$	\$	\$	\$
<b>&gt;&gt; Property, Plant &amp; Equipment</b>					
<b>Land</b>					
10610 Property Services Administration	0	50,000	50,000	100,000	100,000
11156 Airport Development	2,243,870	1,800,000	1,800,000	2,400,000	2,400,000
	2,243,870	1,850,000	1,850,000	2,500,000	2,500,000
<b>Buildings</b>					
<b>Major Projects</b>					
<b>Major Project - Bussetton Foreshore</b>					
B9570 Foreshore East-Youth Precinct Community Youth Building/SLSC	542,973	2,099,997	2,099,997	2,800,000	2,800,000
B9583 Railway House	1,038,481	741,915	741,915	989,216	989,216
B9593 Milne Street Pavilion	938,820	1,469,998	1,220,202	1,876,736	1,626,940
B9600 Old Bussetton Lighthouse	0	20,000	20,000	80,000	80,000
	2,520,274	4,331,910	4,082,114	5,745,952	5,496,156
<b>Major Project - Administration Building</b>					
B9010 Civic and Administration Centre Construction	11,319,095	14,498,706	14,498,706	14,498,715	14,498,715
	11,319,095	14,498,706	14,498,706	14,498,715	14,498,715
<b>Buildings (Other)</b>					
B9104 Willyabrup Brigade Shed	33,000	33,000	33,000	33,000	33,000
B9111 Yallingup Rural Bush Fire Brigade	19,763	30,520	30,520	30,520	30,520
B9112 Ambergate Bushfire Brigade Shed	0	0	0	123,307	123,307
B9113 Vasse Bushfire Brigade Appliance Bay Facility	43,793	0	0	45,500	0
B9300 Aged Housing Capital Improvements - Winderup	11,347	20,000	20,000	30,000	30,000
B9301 Aged Housing Capital Improvements - Harris Road	0	10,000	10,000	20,000	20,000
B9302 Aged Housing Capital Improvements - Winderup Court (City)	0	20,000	20,000	40,000	40,000
B9406 Bussetton Cemetery - Chapel	23,458	22,500	22,500	30,000	30,000
B9531 GLC - Sports Hall	33,096	71,253	71,253	95,000	95,000
B9539 GLC - Roof Repairs	40,903	32,022	32,022	42,700	42,700
B9556 NCC Internal Refurbishment	35,463	27,747	27,747	37,000	37,000
B9566 GLC Pool Hall	19,397	29,547	29,547	39,400	39,400
B9591 Performing Arts Convention Centre	53,261	0	0	100,000	100,000
B9594 Vasse Community Recreation Precinct - Changerooms & Toilet	0	311,319	311,319	415,100	415,100
B9596 GLC Building Improvements	27,233	29,997	29,997	40,000	40,000
B9598 Dunsborough Library	15,146	18,153	18,153	24,200	24,200
B9599 Portable Toilets	28,094	20,000	20,000	20,000	20,000
B9601 Meelup Shed	0	10,000	10,000	10,000	10,000
B9715 Airport Terminal Stage 1B	52,500	45,000	45,000	60,000	60,000
B9716 Airport Terminal Stage 2	185,140	0	0	1,000,000	0
B9802 Kook Caravan Park Ablutions Refurbishment	3,647	74,997	74,997	100,000	100,000
B9804 Kook Park Home	75,220	145,269	145,269	171,022	171,022
B9805 Kook Park Kitchen	541	26,244	26,244	35,000	35,000
B9806 Kook Park Electrical Upgrade	25,408	67,500	67,500	90,000	90,000
	726,410	1,045,068	1,045,068	2,631,749	1,586,249
<b>Total Buildings</b>	<b>14,565,779</b>	<b>19,875,684</b>	<b>19,625,888</b>	<b>22,876,416</b>	<b>21,581,120</b>
<b>Plant &amp; Equipment</b>					
10001 Office of the CEO	94,235	55,000	55,000	90,000	90,000
10115 Major Projects Administration	36,687	40,000	40,000	40,000	40,000
10251 Business Systems	32,936	35,000	35,000	35,000	35,000
10591 Geopraphe Leisure Centre	64,558	119,178	119,178	158,900	158,900
10600 Kookaburra Caravan Park	0	28,000	28,000	28,000	28,000
10805 Planning Administration	39,155	40,000	40,000	40,000	40,000
10910 Building Services	33,205	35,000	35,000	35,000	35,000
10920 Environmental Health Services Administration	1,727	0	0	2,000	2,000
10922 Preventative Services - Mosquitoes	0	0	0	3,300	3,300



City of BussetonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 31 March 2017

Description	2016/17 Actual	2016/17 Amended Budget YTD	2016/17 Original Budget YTD	2016/17 Amended Budget	2016/17 Original Budget
10950 Animal Control	0	0	0	50,000	50,000
10980 Other Law, Order & Public Safety	0	0	0	50,000	50,000
11101 Engineering Services Administration	36,072	40,000	40,000	40,000	40,000
11107 Engineering Services Design	1,555	39,000	39,000	39,000	39,000
11150 Asset Management Administration	32,739	35,000	35,000	35,000	35,000
11151 Airport Operations	0	0	0	3,000	3,000
11160 Busseton Jetty	4,849	0	0	0	0
11401 Transport - Workshop	6,985	0	0	5,000	5,000
11402 Plant Purchases (P10)	40,300	434,000	434,000	434,000	434,000
11403 Plant Purchases (P11)	98,596	395,000	395,000	571,000	571,000
11404 Plant Purchases (P12)	595,476	1,065,000	1,065,000	1,089,000	1,089,000
11500 Operations Services Administration	34,438	35,000	35,000	35,000	35,000
B1022 Sussex Bushfire Brigade	0	0	0	0	0
B1026 Yallingup Rural Bushfire Brigade	0	0	0	0	0
G0030 Busseton Transfer Station	5,188	0	0	0	0
G0031 Dunsborough Waste Facility	31,040	0	0	0	0
	1,189,739	2,395,178	2,395,178	2,783,200	2,783,200
<b>Furniture &amp; Office Equipment</b>					
10115 Major Projects Administration	0	60,003	60,003	80,000	80,000
10250 Information & Communication Technology Services	0	0	0	62,900	0
10251 Business Systems	203,974	284,247	284,247	379,000	379,000
10380 Busseton Library	8,200	11,670	11,670	11,670	11,670
10381 Dunsborough Library	15,615	16,200	16,200	16,200	16,200
10590 Naturaliste Community Centre	6,575	15,487	15,487	15,487	15,487
10591 Geopraphe Leisure Centre	1,627	51,633	51,633	68,840	68,840
10616 Winderup Villas Aged Housing	1,833	3,000	3,000	6,000	6,000
10617 Harris Road Aged Housing	0	1,750	1,750	3,500	3,500
10625 Art Geo Administration	12,642	11,503	11,503	12,000	12,000
10900 Cultural Planning	22,500	71,500	71,500	116,500	116,500
10920 Environmental Health Services Administration	0	0	0	1,400	1,400
11300 Sanitation Waste Services Administration	4,740	0	0	0	0
11400 Transport - Fleet Management	1,888	0	0	0	0
B1000 Administration Building- 2-16 Southern Drive	56,422	1,100,000	1,100,000	1,100,000	1,100,000
B1357 Railway House	20,030	88,822	74,997	113,825	100,000
G0030 Busseton Transfer Station	1,414	0	0	0	0
	357,460	1,715,815	1,701,990	1,987,322	1,910,597
<b>Sub-Total Property, Plant &amp; Equipment</b>	<b>18,356,848</b>	<b>25,836,677</b>	<b>25,573,056</b>	<b>30,146,938</b>	<b>28,774,917</b>
<b>&gt;&gt; Infrastructure</b>					
<b>Major Project - Busseton Foreshore</b>					
C0045 Busseton Foreshore Stage 3: Goose Car Park	22,520	150,003	150,003	200,000	200,000
C0046 Busseton Foreshore Stage 3: Central Car Park	75,018	112,500	112,500	150,000	150,000
C0048 Busseton Foreshore Site 3 Car Park	0	0	0	350,000	0
C3064 Foreshore Central - Coastal Defences (Jetty to Geo. Bay Rd)	675,611	1,500,003	1,500,003	2,000,000	2,000,000
C3107 Foreshore Central-Foreshore Promenade (Jetty to Geo Bay Rd)	438,652	825,003	825,003	1,100,000	1,100,000
C3133 Busseton Foreshore Contingency	0	68,022	68,022	90,700	90,700
C3140 Foreshore Water Supply and Services (Utilities)	806,501	900,000	900,000	898,927	898,927
C3148 Busseton Foreshore Stage 3: Foreshore Landscaping	125,185	299,997	299,997	400,000	400,000
C3149 Busseton Foreshore Stage 3: Remedial Works	14,493	37,503	37,503	50,000	50,000
C3150 Busseton Foreshore Stage 3: Toddler's Playground	4,500	129,753	129,753	173,000	173,000
C3151 Busseton Foreshore Stage 3: Jetty Way Pedestrian	437,501	416,268	416,268	555,030	555,030
C3152 Busseton Foreshore Stage 3: Queen Street Abutment	0	375,003	375,003	500,000	500,000
C3153 Busseton Foreshore Stage 3: Possum Park	60,574	150,003	150,003	200,000	200,000
W0196 Busseton Foreshore Stage 3: Foreshore Parade West	446,260	524,997	524,997	700,000	700,000
W0197 Busseton Foreshore Stage 3: Queen St Upgrade	31,564	487,503	487,503	650,000	650,000
	3,138,381	5,976,558	5,976,558	8,017,657	7,667,657
<b>Major Project - Administration Building</b>					
C0043 Administration Building Carpark	1,213	183,753	183,753	245,000	245,000
	1,213	183,753	183,753	245,000	245,000

City of BusseltonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 31 March 2017

Description	2016/17 Actual	2016/17 Amended Budget YTD	2016/17 Original Budget YTD	2016/17 Amended Budget	2016/17 Original Budget
<b>Busselton Jetty</b>					
C3500 Busselton Jetty Refurbishment	4,975	18,660	18,660	18,660	18,660
	4,975	18,660	18,660	18,660	18,660
<b>Footpaths Construction</b>					
F0018 Marine Terrace Footpath	75,543	86,247	86,247	115,000	115,000
F0059 Brown Street Footpaths	0	0	44,091	0	58,788
F0063 Yallingup Footpath	287	23,760	23,760	31,682	31,682
F0066 Bussell Highway Footpath Sections	0	151,497	151,497	202,000	202,000
F0068 Freycinet Drive Access	54,040	31,500	31,500	42,000	42,000
F0069 Luke Way Guerin Street to David Drive	8,235	16,497	16,497	22,000	22,000
F0070 Strelly Street Community Garden Access	23,455	15,003	15,003	20,000	20,000
F0071 Lou Weston Oval Shared Path	50,703	63,756	63,756	85,000	85,000
F0072 Alpha Road	5,759	113,092	0	113,092	0
	218,023	501,352	432,351	630,774	576,470
<b>Drainage Construction - Street</b>					
D0009 Busselton LIA - Geocatch Drain Partnership	0	15,000	15,000	30,000	30,000
D0010 Dunsborough / Busselton Drainage Upgrades	48,325	215,244	215,244	287,000	287,000
	48,325	230,244	230,244	317,000	317,000
<b>Car Parking Construction</b>					
C0035 Churchill Park Hardstand Area (Parking)	113,031	95,274	95,274	127,030	127,030
C0036 Lou Weston / King St Foreshore Car Parking	34,502	1,719	1,719	2,287	2,287
C0044 Meelup Coastal Nodes - Carpark upgrade	0	0	0	85,670	85,670
C0047 Dunsborough Town Centre Carparking	60	300,000	300,000	1,350,000	1,350,000
	147,593	396,993	396,993	1,564,987	1,564,987
<b>Bridges Construction</b>					
A0006 Roy Road - Bridge Construction - Bridge 3373A	0	0	0	69,000	69,000
A0008 Layman Road Bridge - 3438	0	450,000	450,000	600,000	600,000
A0010 Queen Street Bridge 0240A	139	216,000	216,000	288,000	288,000
A0015 Metricup Road Bridge - 3354	0	0	0	912,000	912,000
A0020 Ludlow Hithergreen Road Bridge - 3464	111,884	119,250	119,250	159,000	159,000
	112,023	785,250	785,250	2,028,000	2,028,000
<b>Cycleways Construction</b>					
F1008 Busselton Bypass - Strelly Street to Clydebank Avenue	0	0	40,725	0	54,304
F1011 Navigation Way Armitage Drive to Lanyard Boulevard	52,353	86,247	86,247	115,000	115,000
F1014 Busselton Bypass - Fairway to Kangaroo Gully	9,816	96,453	96,453	128,600	128,600
F1017 Busselton Bypass Cycleway (Clydebank to Grace Court)	32,718	168,741	168,741	225,000	225,000
F1018 Dunsborough Cycleway CBD to Our Lady of the Cape School	4,140	0	0	30,000	30,000
	99,027	351,441	392,166	498,600	552,904
<b>Townscape Construction</b>					
C1024 Dunsborough Road Access Improvements Stage 1	628,541	369,000	369,000	492,000	492,000
	628,541	369,000	369,000	492,000	492,000
<b>Boat Ramps Construction</b>					
C1513 Port Geographe Boat Trailer Parking Layout Redevelopment	1,831	114,500	114,500	229,000	229,000
	1,831	114,500	114,500	229,000	229,000
<b>Beach Restoration</b>					

City of BussettonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 31 March 2017

Description	2016/17 Actual	2016/17 Amended Budget YTD	2016/17 Original Budget YTD	2016/17 Amended Budget	2016/17 Original Budget
C2504 Groyne Construction	4,960	22,500	22,500	45,000	45,000
C2512 Sand Re-Nourishment	70,829	55,000	55,000	110,000	110,000
C2520 Coastal Protection Works	3,103	18,747	18,747	25,000	25,000
C2522 King Street Seawall	10,540	152,500	152,500	305,000	305,000
	89,432	248,747	248,747	485,000	485,000
<b>Parks, Gardens &amp; Reserves</b>					
C3006 Playgrounds General - Replacement of playground equipment	0	26,253	26,253	35,000	35,000
C3014 Meelup Park - Fire Access Trail	20,854	0	0	20,000	20,000
C3040 Churchill Park - Install Synthetic Wicket	21,057	13,500	13,500	18,000	18,000
C3046 Dunsborough - BMX / Skatebowl	31,258	19,800	19,800	26,396	26,396
C3122 Rails to Trails	0	50,000	50,000	100,000	100,000
C3123 Geographe Leisure Centre - Landscaping	0	9,500	9,500	64,000	32,000
C3127 Whale Viewing Platform - Point Picquet	19,526	19,526	19,526	19,526	19,526
C3130 Vasse Birchfields Bore	12,747	48,006	48,006	64,000	64,000
C3134 Vasse Community & Recreation Precinct - AFL Oval Stage 1	167,106	225,000	225,000	300,000	300,000
C3136 Newtown Oval - Minor Upgrade of Existing Oval	0	7,308	7,308	9,745	9,745
C3143 NCC Infrastructure	11,032	9,828	9,828	13,100	13,100
C3145 Churchill Park Redevelopment - Irrigation	1,644	228,753	228,753	305,000	305,000
C3146 Dunsborough Town Centre	71,464	37,503	37,503	50,000	50,000
C3147 Bussetton Foreshore - Extension to Mainline	50,322	112,500	112,500	150,000	150,000
C3154 Administration Building Landscaping Works	9,072	337,500	337,500	450,000	450,000
C3156 Meelup Capital Works - Unallocated	5,682	0	0	40,000	40,000
C3157 Port Geographe - Landscaping Layman Road	0	0	0	10,000	10,000
C3158 Port Geographe - Casurina Replacements on Layman Road	0	11,250	11,250	15,000	15,000
	421,762	1,156,227	1,156,227	1,689,767	1,657,767
<b>Cemetery Capital Works</b>					
C1605 Bussetton Cemetery Infrastructure Upgrades	19,749	22,500	22,500	30,000	30,000
	19,749	22,500	22,500	30,000	30,000
<b>Beach Front Infrastructure Works</b>					
C1753 Eagle Bay Viewing Platform	0	17,253	17,253	23,000	23,000
	0	17,253	17,253	23,000	23,000
<b>Aged Housing - Infrastructure Works</b>					
C3451 Aged Housing Infrastructure (Upgrade)	0	20,000	20,000	20,000	20,000
	0	20,000	20,000	20,000	20,000
<b>Sanitation Infrastructure</b>					
C3479 New Cell Development	90,468	652,500	652,500	870,000	870,000
C3481 Transfer Station Development	2,413,218	1,708,668	1,708,668	2,278,223	2,278,223
C3485 Site Rehabilitation - Bussetton	304,813	187,497	187,497	250,000	250,000
C3487 Site Rehabilitation - Dunsborough	16,033	112,500	112,500	150,000	150,000
C3488 Bussetton Transfer Station Provision of Scheme Water	6,160	299,997	299,997	400,000	400,000
	2,830,692	2,961,162	2,961,162	3,948,223	3,948,223
<b>Airport Development</b>					
C6090 Parks & Gardens Airport Stage 2	0	258,750	258,750	345,000	345,000
C6091 Airport Construction Stage 2, Noise Management Plan	0	745,506	745,506	994,000	994,000
C6092 Airport Construction Stage 2, Airfield	1,570,965	18,749,997	18,749,997	33,779,765	25,000,000
C6093 Airport Construction Stage 2, Car Park & Access Roads	0	4,275,000	4,275,000	5,700,000	5,700,000
C6094 Airport Construction Stage 2, Jet Fuel	0	315,000	315,000	420,000	420,000
C6095 Airport Construction Stage 2, External Services	6,000	3,450,006	3,450,006	4,600,000	4,600,000
C6097 Airport Construction Stage 1B, Jet Fuel	0	460,998	460,998	614,659	614,659
C6099 Airport Development - Project Expenses	940,605	1,108,080	1,108,080	1,469,107	1,469,107
	2,517,570	29,363,337	29,363,337	47,922,531	39,142,766

City of BussettonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 31 March 2017

Description	2016/17 Actual	2016/17 Amended Budget YTD	2016/17 Original Budget YTD	2016/17 Amended Budget	2016/17 Original Budget
<b>Main Roads</b>					
S0035 Strelly Street	14,440	120,096	120,096	160,128	160,128
S0036 Tuart Drive	140,725	157,500	157,500	210,000	210,000
S0049 Layman Road	40,472	594,500	562,500	782,000	750,000
S0051 Causeway Road	35,274	112,500	112,500	150,000	150,000
S0064 Peel Terrace	28,478	325,287	325,287	433,719	433,719
S0065 Metricup Road	103,427	180,000	180,000	240,000	240,000
S0066 Queen Street	7,680	0	0	75,000	0
S0303 Earnshaw Road	11,730	11,997	11,997	16,000	16,000
S0304 Hale Street	44,357	54,747	54,747	73,000	73,000
S0305 Kempston Place	61,863	33,003	33,003	44,000	44,000
S0306 Moore Street	7,892	32,247	32,247	43,000	43,000
S0307 Redwood Close	5,587	11,997	11,997	16,000	16,000
S0308 Ringtail Retreat	9,225	27,000	27,000	36,000	36,000
S0309 Rivergum Place	8,377	19,503	19,503	26,000	26,000
S0310 Wallaby Gardens	11,328	22,500	22,500	30,000	30,000
S0311 Waratah Court	7,184	12,753	12,753	17,000	17,000
S0312 Whistler Cove	5,842	10,503	10,503	14,000	14,000
S0313 Cummins Court	5,145	11,421	11,421	15,223	15,223
	549,026	1,737,554	1,705,554	2,381,070	2,274,070
<b>Roads to Recovery</b>					
T0016 Puzey Road	1,101,833	983,646	983,646	1,311,526	1,311,526
T0020 Capel Tutunup Road	956	0	0	0	0
T0026 Kaloorup Road	73,472	0	0	0	0
T0063 Tom Cullity Drive	708,412	782,253	782,253	1,043,000	1,043,000
T0073 Hammond Road	151,780	87,750	87,750	117,000	117,000
T0074 Maxted Street	164,529	120,753	120,753	161,000	161,000
T0075 Pelican Place	41,163	32,247	32,247	43,000	43,000
T0076 Roberts Road	132,106	96,003	96,003	128,000	128,000
	2,374,252	2,102,652	2,102,652	2,803,526	2,803,526
<b>Council Roads Initiative</b>					
W0005 Kaloorup Road	23,703	126,000	126,000	168,000	168,000
W0019 Marine Terrace	4,100	77,256	77,256	103,000	103,000
W0028 Bus Bays & Shelters	10,345	2,790	2,790	3,720	3,720
W0032 Chamber Road	6,741	25,497	25,497	34,000	34,000
W0044 Brash Road Yallingup	47,400	35,244	35,244	47,000	47,000
W0080 Bussell Highway	76,373	20,196	20,196	26,933	26,933
W0100 Peel Terrace	22,139	19,503	19,503	26,000	26,000
W0128 Worgan Road	64,428	58,671	58,671	78,220	78,220
W0135 Bussell Highway - Norman Road Broadwater Intersection	26,068	25,020	25,020	33,359	33,359
W0136 DAIP Issues District ACROD Bays, ramps, signs etc	6,795	33,750	33,750	45,000	45,000
W0150 Roe Terrace Bussetton	52,834	30,006	30,006	40,000	40,000
W0159 David Drive Geographe	29,193	21,753	21,753	29,000	29,000
W0174 Owen Road	28,250	20,979	20,979	27,980	27,980
W0175 Scott Road	41,732	33,750	33,750	45,000	45,000
W0176 Signage (Alternate CBD Entry)	0	45,000	45,000	60,000	60,000
W0177 Strelly Street	0	45,000	45,000	60,000	60,000
W0178 Tompsett Road	17,238	42,597	42,597	56,800	56,800
W0179 Anthony Road	38,214	27,747	27,747	37,000	37,000
W0180 Beach Road	53,039	58,509	58,509	78,000	78,000
W0181 Blue Crescent	130,251	126,000	126,000	168,000	168,000
W0182 Capel-Tutunup	1,700	58,500	58,500	78,000	78,000
W0183 Carter Road	31,397	323,253	323,253	431,000	431,000
W0185 Elsegood Avenue	17,193	49,500	49,500	66,000	66,000
W0186 Grant Street	2,992	32,994	32,994	44,000	44,000
W0187 Luke Way	18,163	26,253	26,253	35,000	35,000
W0188 Macbeth Way	17,459	25,506	25,506	34,000	34,000
W0189 Melville Court	18,720	29,997	29,997	40,000	40,000
W0190 Miamup Road	41,532	164,997	164,997	220,000	220,000
W0191 Queen / Albert & West St / Bussell Left Turn Upgrades	62,875	56,250	56,250	75,000	75,000
W0192 Valley Road	1,191	37,494	37,494	50,000	50,000
W0193 Wardanup Crescent	68,994	33,759	33,759	45,000	45,000

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 31 March 2017

Description		2016/17 Actual	2016/17 Amended Budget YTD	2016/17 Original Budget YTD	2016/17 Amended Budget	2016/17 Original Budget
W0194	William Place	42,607	27,000	27,000	36,000	36,000
W0195	Yallingup Beach Road	1,435	21,753	21,753	29,000	29,000
W0198	Senior Citizens Access Road (Peel Tce)	235	43,497	43,497	58,000	58,000
W0199	Roe Tce (Bunbury to Frederick) Unconstructed Road Reserve	227	15,003	15,003	20,000	20,000
		1,005,565	1,821,024	1,821,024	2,428,012	2,428,012
Sub-Total Infrastructure		14,207,979	48,378,207	48,317,931	75,772,807	66,504,042
Grand Total - Capital Acquisitions		32,564,827	74,214,884	73,890,987	105,919,745	95,278,959

City of BusseltonReserves Movement ReportFor The Period Ending 31 March 2017

	2016/2017 Actual	2016/2017 Amended Budget YTD	2016/2017 Original Budget YTD	2016/2017 Amended Budget	2016/2017 Original Budget	2015/2016 Actual
	\$	\$	\$	\$	\$	\$
<b>100 Airport Infrastructure Renewal and Replacement Reserve</b>						
Accumulated Reserves at Start of Year	940,036.19	940,036.19	940,036.19	940,036.19	940,036.19	459,285.18
Interest transfer to Reserves	23,576.29	18,639.00	18,639.00	24,852.00	24,852.00	21,759.92
Transfer from Muni	321,012.00	321,012.00	321,012.00	428,012.00	428,012.00	501,621.21
Transfer to Muni	0.00	0.00	0.00	(42,630.00)	(42,630.00)	(42,630.12)
	<u>1,284,624.48</u>	<u>1,279,687.19</u>	<u>1,279,687.19</u>	<u>1,350,270.19</u>	<u>1,350,270.19</u>	<u>940,036.19</u>
<b>101 Asset Depreciation Reserve</b>						
Accumulated Reserves at Start of Year	2,573,603.88	2,573,603.88	2,573,603.88	2,573,603.88	2,573,603.88	2,546,023.36
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	72,401.89
Transfer to Muni	(2,573,603.88)	(2,573,603.88)	(2,573,603.88)	(2,573,603.88)	(2,573,603.88)	(44,821.37)
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,573,603.88</u>
<b>102 Beach Protection Reserve</b>						
Accumulated Reserves at Start of Year	1,768,390.03	1,768,390.03	1,768,390.03	1,768,390.03	1,768,390.03	1,494,337.28
Interest transfer to Reserves	39,274.68	36,918.00	36,918.00	49,224.00	49,224.00	51,149.12
Transfer from Muni	340,290.00	340,290.00	340,290.00	453,720.00	453,720.00	444,000.00
Transfer to Muni	0.00	0.00	0.00	(447,500.00)	(447,500.00)	(221,096.37)
	<u>2,147,954.71</u>	<u>2,145,598.03</u>	<u>2,145,598.03</u>	<u>1,823,834.03</u>	<u>1,823,834.03</u>	<u>1,768,390.03</u>
<b>107 Corporate IT System Programme</b>						
Accumulated Reserves at Start of Year	132,062.14	132,062.14	132,062.14	132,062.14	132,062.14	128,259.45
Interest transfer to Reserves	2,632.69	2,934.00	2,934.00	3,912.00	3,912.00	3,802.69
Transfer to Muni	0.00	0.00	0.00	(62,900.00)	0.00	0.00
	<u>134,694.83</u>	<u>134,996.14</u>	<u>134,996.14</u>	<u>73,074.14</u>	<u>135,974.14</u>	<u>132,062.14</u>
<b>110 Jetty Maintenance Reserve</b>						
Accumulated Reserves at Start of Year	2,306,653.49	2,306,653.49	2,306,653.49	2,306,653.49	2,306,653.49	2,094,712.96
Interest transfer to Reserves	48,461.52	43,713.00	43,713.00	58,284.00	58,284.00	76,168.46
Transfer from Muni	366,859.22	366,860.00	366,860.00	1,182,454.00	1,182,454.00	1,154,259.75
Transfer to Muni	0.00	0.00	0.00	(622,870.00)	(622,870.00)	(1,018,487.68)
	<u>2,721,974.23</u>	<u>2,717,226.49</u>	<u>2,717,226.49</u>	<u>2,924,521.49</u>	<u>2,924,521.49</u>	<u>2,306,653.49</u>
<b>111 Legal Expenses Reserve</b>						
Accumulated Reserves at Start of Year	530,592.71	530,592.71	530,592.71	530,592.71	530,592.71	309,205.83
Interest transfer to Reserves	10,581.52	11,754.00	11,754.00	15,672.00	15,672.00	10,742.38
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	210,644.50
	<u>541,174.23</u>	<u>542,346.71</u>	<u>542,346.71</u>	<u>546,264.71</u>	<u>546,264.71</u>	<u>530,592.71</u>
<b>112 Long Service Leave Reserve</b>						
Accumulated Reserves at Start of Year	2,604,471.00	2,604,471.00	2,604,471.00	2,604,471.00	2,604,471.00	2,204,037.00
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	67,424.94
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	596,880.21
Transfer to Muni	(2,604,471.00)	(2,604,471.00)	(2,604,471.00)	(2,604,471.00)	(2,604,471.00)	(263,871.15)
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,604,471.00</u>
<b>114 City Car Parking and Access Reserve</b>						
Accumulated Reserves at Start of Year	427,856.90	427,856.90	427,856.90	427,856.90	427,856.90	198,114.86
Interest transfer to Reserves	12,283.63	9,486.00	9,486.00	12,648.00	12,648.00	12,628.28
Transfer from Muni	306,018.00	306,018.00	306,018.00	408,020.00	408,020.00	379,363.00
Transfer to Muni	0.00	0.00	0.00	(903,188.00)	(804,170.00)	(162,249.24)
	<u>746,158.53</u>	<u>743,360.90</u>	<u>743,360.90</u>	<u>(54,663.10)</u>	<u>44,354.90</u>	<u>427,856.90</u>
<b>115 Plant Replacement Reserve</b>						
Accumulated Reserves at Start of Year	2,810,578.75	2,810,578.75	2,810,578.75	2,810,578.75	2,810,578.75	2,425,054.89
Interest transfer to Reserves	61,430.12	62,073.00	62,073.00	82,764.00	82,764.00	81,917.52
Transfer from Muni	412,497.00	412,497.00	412,497.00	550,000.00	550,000.00	702,330.00
Transfer to Muni	0.00	0.00	0.00	(1,134,000.00)	(1,134,000.00)	(398,723.66)
	<u>3,284,505.87</u>	<u>3,285,148.75</u>	<u>3,285,148.75</u>	<u>2,309,342.75</u>	<u>2,309,342.75</u>	<u>2,810,578.75</u>

City of BusseltonReserves Movement ReportFor The Period Ending 31 March 2017

	2016/2017 Actual	2016/2017 Amended Budget YTD	2016/2017 Original Budget YTD	2016/2017 Amended Budget	2016/2017 Original Budget	2015/2016 Actual
	\$	\$	\$	\$	\$	\$
<b>116 Professional Development Reserve</b>						
Accumulated Reserves at Start of Year	77,905.02	77,905.02	77,905.02	77,905.02	77,905.02	74,239.77
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	3,017.55
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	60,000.00
Transfer to Muni	(77,905.02)	(77,905.02)	(77,905.02)	(77,905.02)	(77,905.02)	(59,352.30)
	0.00	0.00	0.00	0.00	0.00	77,905.02
<b>117 Road Asset Renewal Reserve</b>						
Accumulated Reserves at Start of Year	328,823.05	328,823.05	328,823.05	328,823.05	328,823.05	118,257.47
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	22,424.25
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,101,785.00
Transfer to Muni	(328,823.05)	(328,823.05)	(328,823.05)	(328,823.05)	(328,823.05)	(913,643.67)
	0.00	0.00	0.00	0.00	0.00	328,823.05
<b>119 Sick Pay Incentive Reserve</b>						
Accumulated Reserves at Start of Year	144,552.59	144,552.59	144,552.59	144,552.59	144,552.59	143,876.51
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	3,381.67
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	3,627.42
Transfer to Muni	(144,552.59)	(144,552.59)	(144,552.59)	(144,552.59)	(144,552.59)	(6,333.01)
	0.00	0.00	0.00	0.00	0.00	144,552.59
<b>120 Strategic Projects Reserve</b>						
Accumulated Reserves at Start of Year	216,612.01	216,612.01	216,612.01	216,612.01	216,612.01	185,993.80
Interest transfer to Reserves	4,587.95	4,806.00	4,806.00	6,408.00	6,408.00	5,618.21
Transfer from Muni	18,747.00	18,747.00	18,747.00	25,000.00	25,000.00	25,000.00
Transfer to Muni	0.00	0.00	0.00	(60,000.00)	(60,000.00)	0.00
	239,946.96	240,165.01	240,165.01	188,020.01	188,020.01	216,612.01
<b>121 Waste Management Facility and Plant Reserve</b>						
Accumulated Reserves at Start of Year	7,613,254.10	7,613,254.10	7,613,254.10	7,613,254.10	7,613,254.10	8,134,428.23
Interest transfer to Reserves	172,890.89	124,263.00	124,263.00	165,684.00	165,684.00	288,437.31
Transfer from Muni	2,294,865.00	2,294,865.00	2,294,865.00	3,059,810.00	3,059,810.00	2,626,835.44
Transfer to Muni	0.00	0.00	0.00	(4,439,723.00)	(4,439,723.00)	(3,436,446.88)
	10,081,009.99	10,032,382.10	10,032,382.10	6,399,025.10	6,399,025.10	7,613,254.10
<b>122 Port Geographe Development Reserve</b>						
Accumulated Reserves at Start of Year	1,654,121.43	1,654,121.43	1,654,121.43	1,654,121.43	1,654,121.43	569,370.66
Interest transfer to Reserves	32,972.31	36,567.00	36,567.00	48,756.00	48,756.00	24,679.87
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,066,000.00
Transfer to Muni	0.00	0.00	0.00	(245,510.00)	(245,510.00)	(5,929.10)
	1,687,093.74	1,690,688.43	1,690,688.43	1,457,367.43	1,457,367.43	1,654,121.43
<b>123 Port Geographe Waterways Managment Reserve (SAR)</b>						
Accumulated Reserves at Start of Year	3,454,443.12	3,454,443.12	3,454,443.12	3,454,443.12	3,454,443.12	3,265,183.14
Interest transfer to Reserves	70,711.40	76,680.00	76,680.00	102,240.00	102,240.00	98,070.29
Transfer from Muni	128,133.00	128,133.00	128,133.00	170,847.00	170,847.00	391,189.69
Transfer to Muni	0.00	(305,000.00)	(305,000.00)	(305,000.00)	(305,000.00)	(300,000.00)
	3,653,287.52	3,354,256.12	3,354,256.12	3,422,530.12	3,422,530.12	3,454,443.12
<b>124 Workers Compensation Contingency Reserve</b>						
Accumulated Reserves at Start of Year	273,142.25	273,142.25	273,142.25	273,142.25	273,142.25	265,277.30
Interest transfer to Reserves	5,871.98	6,066.00	6,066.00	8,088.00	8,088.00	7,864.95
Transfer from Muni	30,600.00	30,600.00	30,600.00	40,800.00	40,800.00	0.00
Transfer to Muni	0.00	0.00	0.00	(20,000.00)	(20,000.00)	0.00
	309,614.23	309,808.25	309,808.25	302,030.25	302,030.25	273,142.25



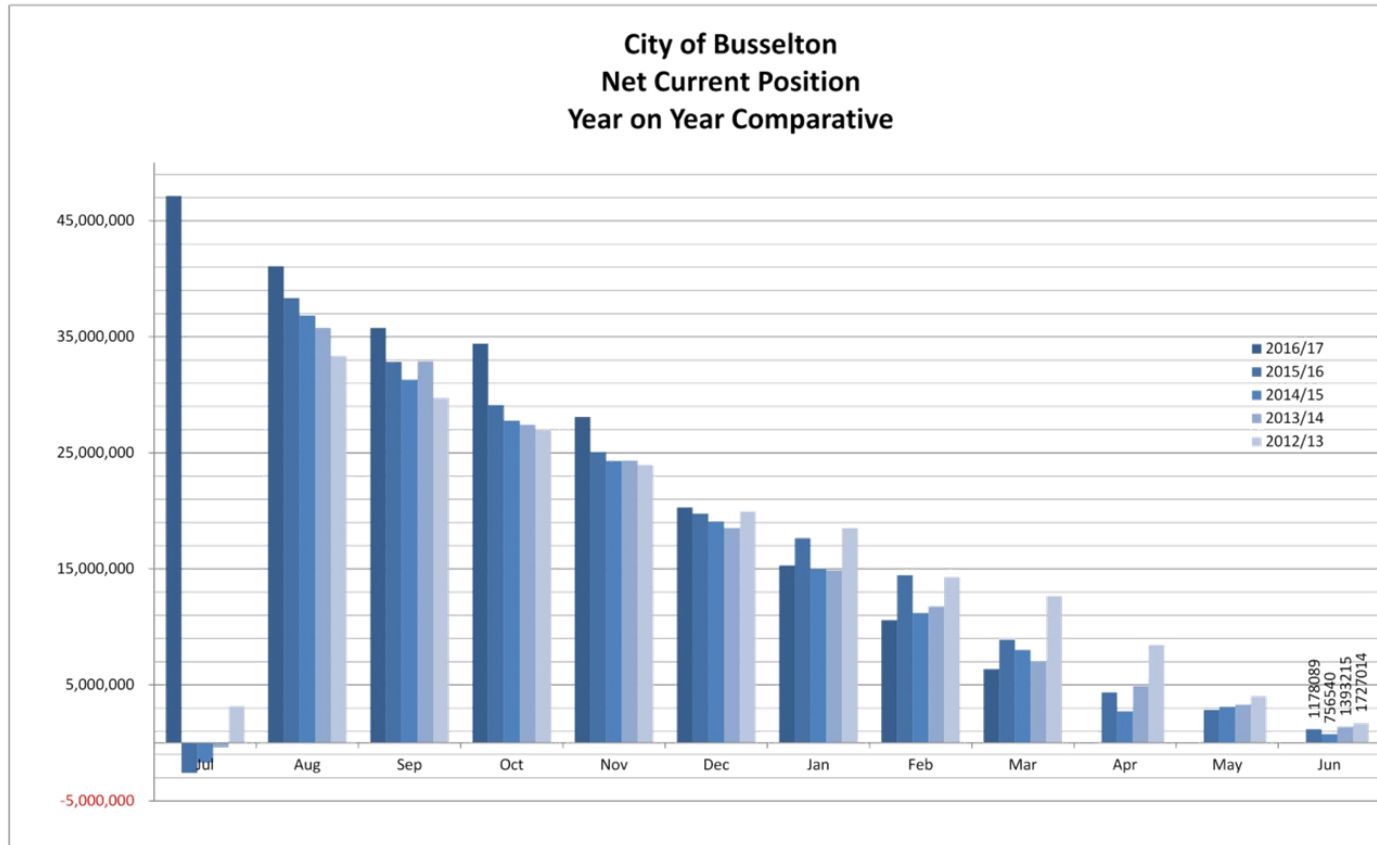
City of BusseltonReserves Movement ReportFor The Period Ending 31 March 2017

	2016/2017 Actual	2016/2017 Amended Budget YTD	2016/2017 Original Budget YTD	2016/2017 Amended Budget	2016/2017 Original Budget	2015/2016 Actual
	\$	\$	\$	\$	\$	\$
<b>126 Provenge Landscape Maintenance Reserve (SAR)</b>						
Accumulated Reserves at Start of Year	835,855.66	835,855.66	835,855.66	835,855.66	835,855.66	676,765.29
Interest transfer to Reserves	18,257.30	18,369.00	18,369.00	24,492.00	24,492.00	22,654.23
Transfer from Muni	108,891.00	108,891.00	108,891.00	145,190.00	145,190.00	136,436.14
Transfer to Muni	0.00	0.00	0.00	(117,120.00)	(117,120.00)	0.00
	963,003.96	963,115.66	963,115.66	888,417.66	888,417.66	835,855.66
<b>127 Infrastructure Development Reserve</b>						
Accumulated Reserves at Start of Year	2,007,644.66	2,007,644.66	2,007,644.66	2,007,644.66	2,007,644.66	2,311,812.74
Interest transfer to Reserves	42,063.95	55,377.00	55,377.00	73,836.00	73,836.00	74,547.89
Transfer from Muni	403,623.00	403,623.00	403,623.00	538,171.00	538,171.00	633,740.00
Transfer to Muni	0.00	0.00	0.00	(804,945.00)	(804,945.00)	(1,012,455.97)
	2,453,331.61	2,466,644.66	2,466,644.66	1,814,706.66	1,814,706.66	2,007,644.66
<b>128 Vasse Newtown Landscape Maintenance Reserve (SAR)</b>						
Accumulated Reserves at Start of Year	470,759.51	470,759.51	470,759.51	470,759.51	470,759.51	406,921.35
Interest transfer to Reserves	10,725.06	10,296.00	10,296.00	13,728.00	13,728.00	14,524.93
Transfer from Muni	120,366.00	120,366.00	120,366.00	160,489.00	160,489.00	152,009.48
Transfer to Muni	0.00	0.00	0.00	(273,785.00)	(273,785.00)	(102,696.25)
	601,850.57	601,421.51	601,421.51	371,191.51	371,191.51	470,759.51
<b>129 Untied Grants Reserve</b>						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	1,109,692.00
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(1,109,692.00)
	0.00	0.00	0.00	0.00	0.00	0.00
<b>130 Locke Estate Reserve</b>						
Accumulated Reserves at Start of Year	64,000.00	64,000.00	64,000.00	64,000.00	64,000.00	0.00
Interest transfer to Reserves	1,528.24	1,332.00	1,332.00	1,776.00	1,776.00	0.00
Transfer from Muni	0.00	0.00	0.00	60,000.00	60,000.00	64,000.00
	65,528.24	65,332.00	65,332.00	125,776.00	125,776.00	64,000.00
<b>131 Busselton Community Resource Centre</b>						
Accumulated Reserves at Start of Year	92,178.36	92,178.36	92,178.36	92,178.36	92,178.36	63,513.21
Interest transfer to Reserves	2,132.11	2,025.00	2,025.00	2,700.00	2,700.00	2,384.86
Transfer from Muni	20,268.00	20,268.00	20,268.00	27,020.00	27,020.00	26,280.29
	114,578.47	114,471.36	114,471.36	121,898.36	121,898.36	92,178.36
<b>132 CBD Enhancement Reserve</b>						
Accumulated Reserves at Start of Year	50,404.28	50,404.28	50,404.28	50,404.28	50,404.28	14,489.92
Interest transfer to Reserves	1,380.41	1,116.00	1,116.00	1,488.00	1,488.00	1,114.36
Transfer from Muni	26,100.00	26,100.00	26,100.00	34,800.00	34,800.00	34,800.00
	77,884.69	77,620.28	77,620.28	86,692.28	86,692.28	50,404.28
<b>133 Election, Valuation and Corporate Expenses Reserve</b>						
Accumulated Reserves at Start of Year	174,169.07	174,169.07	174,169.07	174,169.07	174,169.07	35,798.78
Interest transfer to Reserves	5,364.92	3,861.00	3,861.00	5,148.00	5,148.00	3,475.49
Transfer from Muni	130,815.00	130,815.00	130,815.00	174,420.00	174,420.00	206,000.00
Transfer to Muni	0.00	0.00	0.00	(72,000.00)	(72,000.00)	(71,105.20)
	310,348.99	308,845.07	308,845.07	281,737.07	281,737.07	174,169.07
<b>134 Civic and Administration Centre Construction Reserve</b>						
Accumulated Reserves at Start of Year	12,782,915.12	12,782,915.12	12,782,915.12	12,782,915.12	12,782,915.12	18,501,923.83
Interest transfer to Reserves	154,825.07	194,850.00	194,850.00	194,850.00	194,850.00	466,958.22
Transfer to Muni	(9,100,000.00)	(12,977,765.00)	(12,977,765.00)	(12,977,765.00)	(12,977,765.00)	(6,185,966.93)
	3,837,740.19	0.12	0.12	0.12	0.12	12,782,915.12



City of BusseltonReserves Movement ReportFor The Period Ending 31 March 2017

	2016/2017 Actual	2016/2017 Amended Budget YTD	2016/2017 Original Budget YTD	2016/2017 Amended Budget	2016/2017 Original Budget	2015/2016 Actual
	\$	\$	\$	\$	\$	\$
<b>136 Airport Marketing Reserve</b>						
Accumulated Reserves at Start of Year	196,000.00	196,000.00	196,000.00	196,000.00	196,000.00	0.00
Interest transfer to Reserves	4,680.23	3,357.00	3,357.00	4,476.00	4,476.00	0.00
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	196,000.00
	<u>200,680.23</u>	<u>199,357.00</u>	<u>199,357.00</u>	<u>200,476.00</u>	<u>200,476.00</u>	<u>196,000.00</u>
<b>Various Building Asset Renewal Reserve</b>						
Accumulated Reserves at Start of Year	1,493,038.06	1,493,038.06	1,493,038.06	1,493,038.06	1,493,038.06	1,409,407.53
Interest transfer to Reserves	30,335.07	34,551.00	34,551.00	46,068.00	46,068.00	48,784.11
Transfer from Muni	119,667.77	119,667.77	119,667.77	119,667.77	119,667.77	500,000.00
Transfer to Muni	0.00	(300,000.00)	(300,000.00)	(408,022.00)	(408,022.00)	(465,153.58)
	<u>1,643,040.90</u>	<u>1,347,256.83</u>	<u>1,347,256.83</u>	<u>1,250,751.83</u>	<u>1,250,751.83</u>	<u>1,493,038.06</u>
<b>Various Community Development Contribution Reserve</b>						
Interest transfer to Reserves	147,651.94	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	8,190,523.90	7,664,543.94	7,664,543.94	7,964,543.94	7,964,543.94	0.00
Transfer to Muni	0.00	(249,796.00)	0.00	(2,482,871.00)	(2,053,075.00)	0.00
	<u>8,338,175.84</u>	<u>7,414,747.94</u>	<u>7,664,543.94</u>	<u>5,481,672.94</u>	<u>5,911,468.94</u>	<u>0.00</u>
<b>Various Busselton Area Drainage and Waterways Improvement Reserve</b>						
Interest transfer to Reserves	11,131.48	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	594,564.05	383,803.62	383,803.62	383,803.62	383,803.62	0.00
Transfer to Muni	0.00	0.00	0.00	(85,000.00)	(85,000.00)	0.00
	<u>605,695.53</u>	<u>383,803.62</u>	<u>383,803.62</u>	<u>298,803.62</u>	<u>298,803.62</u>	<u>0.00</u>
<b>Various Employee Entitlement Reserve</b>						
Interest transfer to Reserves	59,428.11	49,455.00	49,455.00	65,940.00	65,940.00	0.00
Transfer from Muni	2,960,047.61	2,960,047.61	2,960,047.61	3,004,428.61	3,004,428.61	0.00
Transfer to Muni	0.00	0.00	0.00	(616,104.00)	(616,104.00)	0.00
	<u>3,019,475.72</u>	<u>3,009,502.61</u>	<u>3,009,502.61</u>	<u>2,454,264.61</u>	<u>2,454,264.61</u>	<u>0.00</u>
<b>Various Infrastructure Asset Renewal Reserve</b>						
Interest transfer to Reserves	45,268.85	61,362.00	61,362.00	81,816.00	81,816.00	0.00
Transfer from Muni	4,059,574.93	4,059,574.93	4,059,574.93	4,445,284.93	4,445,284.93	0.00
Transfer to Muni	(2,000,000.00)	(2,000,000.00)	(2,000,000.00)	(3,818,467.00)	(3,793,467.00)	0.00
	<u>2,104,843.78</u>	<u>2,120,936.93</u>	<u>2,120,936.93</u>	<u>708,633.93</u>	<u>733,633.93</u>	<u>0.00</u>
<b>Various Joint Venture Aged Housing Reserve</b>						
Interest transfer to Reserves	13,600.82	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	726,457.38	726,457.38	726,457.38	831,057.38	831,057.38	0.00
	<u>740,058.20</u>	<u>726,457.38</u>	<u>726,457.38</u>	<u>831,057.38</u>	<u>831,057.38</u>	<u>0.00</u>
<b>Various Public Art Reserve</b>						
Interest transfer to Reserves	1,139.56	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	93,060.00	0.00	0.00	0.00	0.00	0.00
	<u>94,199.56</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Cash Back Reserves</b>	<u>52,002,475.80</u>	<u>46,275,177.09</u>	<u>46,524,973.09</u>	<u>35,657,697.09</u>	<u>36,274,411.09</u>	<u>46,024,063.38</u>
<b>Summary Reserves</b>						
Accumulated Reserves at Start of Year	46,024,063.38	46,024,063.38	46,024,063.38	46,024,063.38	46,024,063.38	49,145,982.34
Interest transfer to Reserves	1,034,788.10	869,850.00	869,850.00	1,094,850.00	1,094,850.00	1,485,933.39
Transfer from Muni	21,772,979.86	20,943,180.25	20,943,180.25	24,207,539.25	24,207,539.25	11,212,802.13
Transfer to Muni	(16,829,355.54)	(21,561,916.54)	(21,312,120.54)	(35,668,755.54)	(35,052,041.54)	(15,820,654.48)
<b>Closing Balance</b>	<u>52,002,475.80</u>	<u>46,275,177.09</u>	<u>46,524,973.09</u>	<u>35,657,697.09</u>	<u>36,274,411.09</u>	<u>46,024,063.38</u>





# CITY OF BUSSELTON - INVESTMENT PERFORMANCE REPORT For the month of March 2017



## 11am Bank Account As at 31 March 2017

INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	1.45%	\$ 7,000,000

## Term Deposits - Miscellaneous Funds As at 31 March 2017

INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
ANZ	AA	212	01-Apr-17	2.56%	\$ 3,000,000
ANZ	AA	59	05-Apr-17	2.08%	\$ 2,500,000
NAB	AA	212	06-Apr-17	2.65%	\$ 5,000,000
Westpac	AA	151	16-Apr-17	2.65%	\$ 1,500,000
NAB	AA	150	20-Apr-17	2.72%	\$ 4,000,000
NAB	AA	150	27-Apr-17	2.72%	\$ 4,500,000
NAB	AA	270	05-May-17	2.78%	\$ 3,000,000
Bank of Queensland	BBB	151	09-May-17	2.75%	\$ 2,000,000
ANZ	AA	61	09-May-17	2.40%	\$ 2,500,000
NAB	AA	270	19-May-17	2.63%	\$ 3,000,000
ANZ	AA	89	25-May-17	2.45%	\$ 3,000,000
NAB	AA	90	30-May-17	2.50%	\$ 3,000,000
Westpac	AA	273	06-Jun-17	2.70%	\$ 5,000,000
ANZ	AA	120	16-Jun-17	2.45%	\$ 3,500,000
Westpac	AA	92	22-Jun-17	2.55%	\$ 1,500,000
Westpac	AA	92	30-Jun-17	2.50%	\$ 4,500,000
Rural Bank	A	180	08-Aug-17	2.60%	\$ 1,500,000
Bendigo	A	365	06-Sep-17	2.75%	\$ 3,000,000
Westpac	AA	365	06-Sep-17	2.90%	\$ 5,000,000
Bendigo	A	184	14-Sep-17	2.45%	\$ 1,000,000

Total of Term Deposits \$ 62,000,000

## Foreshore Development Funds As at 31 March 2017

WA Treasury Corp. - Overnight Cash Deposit Facility	1.45%	\$ 1,521,368
Please note an additional \$2,752,758.98 is being held within the pool of term deposit funds		
		\$ 1,521,368

## Airport Redevelopment Funds As at 31 March 2017

WA Treasury Corp. - Overnight Cash Deposit Facility	1.45%	\$ 2,472
WA Treasury Corp. - State Bonds 182 Days 27-Apr-17	1.88%	\$ 6,086,892
Total of Airport Redevelopment Funds - WATC		\$ 6,089,365

NAB	AA	120	04-Apr-17	2.70%	\$ 2,500,000
ANZ	AA	121	05-Apr-17	2.70%	\$ 3,500,000
NAB	AA	150	04-May-17	2.70%	\$ 2,000,000
Westpac	AA	181	05-May-17	2.75%	\$ 4,000,000
ANZ	AA	151	05-May-17	2.70%	\$ 2,000,000
ANZ	AA	92	05-Jun-17	2.40%	\$ 4,000,000
Westpac	AA	182	05-Jun-17	2.71%	\$ 2,000,000
NAB	AA	92	07-Jun-17	2.50%	\$ 5,000,000
Westpac	AA	274	05-Sep-17	2.76%	\$ 4,000,000
Total of Airport Redevelopment Funds - Bank Term Deposits					\$ 29,000,000

ANZ Cash Account	NA	NA	1.50%	\$ 6,876,367
Total of Airport Redevelopment Funds - Other				\$ 6,876,367
Total of Airport Redevelopment Funds				\$ 41,965,731

Interest Received 2015/16 \$ 609,666

Interest Received 2016/17 \$ 830,786

Interest Accrued but not yet Received \$ 209,612

Total Interest Airport Funds as at month's end \$ 1,650,064

(Note: Funds held with the WATC are in accordance with the Airport Redevelopment Funding 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 2016 As at 31 March 2017

11am Bank Account	\$ 3,500,000	\$ 10,500,000	\$ 7,000,000
Term Deposits - Misc. Funds	\$ 71,000,000	\$ 56,000,000	\$ 62,000,000
Foreshore Development Funds - WATC	\$ -	\$ 4,198,927	\$ 1,521,368
Airport Redevelopment - WATC Deposits	\$ 40,072,990	\$ 36,458,479	\$ 6,089,365
Airport Redevelopment - Bank Term Deposit	\$ 2,000,000	\$ 4,000,000	\$ 29,000,000
Airport Redevelopment - Other Funds	\$ 4,046,999	\$ 5,176,467	\$ 6,876,367
Total of all Investments Held	\$ 120,619,989	\$ 116,333,873	\$ 112,487,099

TOTAL INTEREST RECEIVED AND ACCRUED \$ 1,439,897 \$ 1,889,516 \$ 1,284,354

INTEREST BUDGET \$ 1,303,128 \$ 1,737,500 \$ 1,139,850

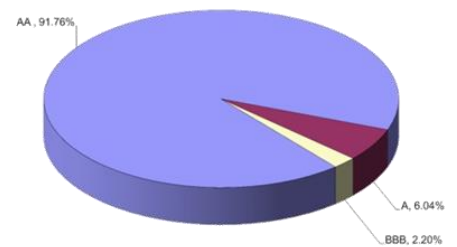
(Note: Interest figures relate to City general funds only and does not include interest allocated to specific areas such as the Airport Redevelopment)

## Statement of Compliance with Council's Investment Policy 218

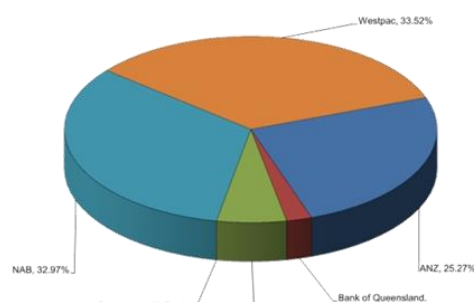
1. All funds are to be invested within legislative limits. Fully Compliant
2. All individual funds held within the portfolio are not to exceed a set percentage of the total portfolio value. Fully Compliant
3. The amount invested based upon the Fund's Rating is not to exceed the set percentages of the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

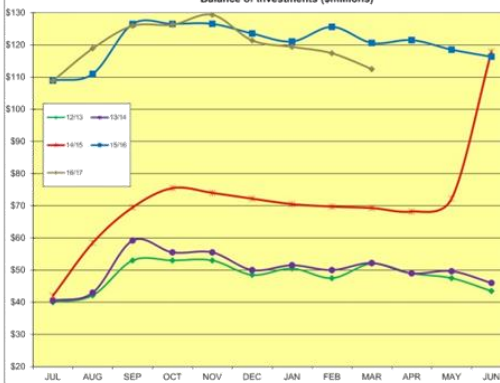
Summary of Term Deposits by S & P Rating (Excludes WATC and 11am Cash Account Funds)



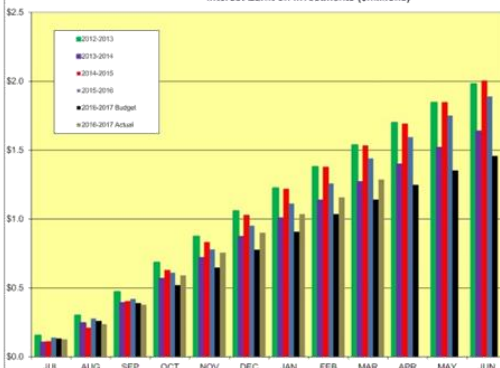
Summary of Term Deposits by Institution (Excludes WATC and 11am Cash Account Funds)



Balance of Investments (\$millions)



Interest Earnt on Investments (\$millions)



10.6 Finance Committee - 9/05/2017 - LIST OF PAYMENTS MADE - MARCH 2017

<b>SUBJECT INDEX:</b>	Financial Operations
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Finance and Corporate Services
<b>REPORTING OFFICER:</b>	Manager Financial Services - Kim Dolzadelli
<b>AUTHORISING OFFICER:</b>	Director, Finance and Corporate Services - Cliff Frewing
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Attachment A List of Payment Made - March 2017 <a href="#">↓</a>

**This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.**

**PRÉCIS**

This report provides details of payments made from the City's bank accounts for the month of March 2017, for noting by the Council and recording in the Council Minutes.

**BACKGROUND**

The Local Government (Financial Management) Regulations require 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, Council.

**STATUTORY ENVIRONMENT**

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

**RELEVANT PLANS AND POLICIES**

NA.

**FINANCIAL IMPLICATIONS**

NA.

**Long-term Financial Plan Implications**

NA.

**STRATEGIC COMMUNITY OBJECTIVES**

This matter principally aligns with Key Goal Area 6 – 'Open and Collaborative Leadership' and more specifically Community Objective 6.1 – 'Governance systems, process and practices are responsible, ethical and transparent'.

**RISK ASSESSMENT**

NA.

**CONSULTATION**

NA.

**OFFICER COMMENT**

In accordance with regular custom, the list of payments made for the month of March 2017 are presented for information.

**CONCLUSION**

NA.

**OPTIONS**

NA.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

NA.

**COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That the Council notes payment of voucher numbers M114057 – M114172, EF051151 – EF051685, T007323 – T007331, and DD003037 – DD003081; together totalling \$15,539,949.95.



LISTING OF PAYMENTS MADE  
UNDER DELEGATED AUTHORITY  
FOR THE MONTH OF MARCH 2017

Summary		
MUNICIPAL ACCOUNT		671,942.12
ELECTRONIC TRANSFER PAYMENTS		12,640,168.66
TRUST ACCOUNT		59,997.30
INTERNAL PAYMENT VOUCHERS		2,167,841.87
Total Payments		15,539,949.95

**MUNICIPAL ACCOUNT - MARCH 2017**

Date	Chq /	Name	Description	Amount
2/03/2017	114057	CITY OF BUSSELTON	VARIOUS REIMBURSEMENTS	3,081.65
2/03/2017	114058	CALLOWS CORNER NEWS	STAFF SOCIAL CLUB - LOTTO	318.00
3/03/2017	114059	ARTGEO PETTY CASH	PETTY CASH REIMBURSEMENT	85.98
3/03/2017	114060	TELSTRA CORPORATION	COMMUNICATION SERVICES	9,697.86
3/03/2017	114061-114062	WATER CORPORATION	WATER SERVICES	47,058.88
3/03/2017	114063-114063	SYNERGY	ELECTRICITY SUPPLIES	225,493.85
3/03/2017	114065-114071	BUSSELTON WATER BOARD	WATER SERVICES	125,974.85
3/03/2017	114072	K INGARFIELD	FRINGE FESTIVAL ART AWARD PRIZE	1,000.00
3/03/2017	114073	V WATTS	FRINGE FESTIVAL ART AWARD PRIZE	100.00
9/03/2017	114074	W SHINE	REFUND OF ANIMAL TRAP BOND	100.00
9/03/2017	114075	PARADISE MOTOR INN	REFUND OF ANIMAL TRAP BOND	100.00
9/03/2017	114076	DEPARTMENT OF WATER	REFUND OF CRC FACILITY HIRE BOND	200.00
9/03/2017	114077	D & P MARSDEN	CROSSOVER SUBSIDY PAYMENT	222.10
9/03/2017	114078	J & S KING	CROSSOVER SUBSIDY PAYMENT	488.90
9/03/2017	114079	R POTTER & K JOYCE	CROSSOVER SUBSIDY PAYMENT	296.70

9/03/2017	114080	C DUNKERTON	CROSSOVER SUBSIDY PAYMENT	249.20
9/03/2017	114081	D & N MILES	REFUND HOLIDAY HOME REGISTRATION FEE - D/A NOT SUBMITTED	354.00
	114082	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
9/03/2017	114083	GE & TJ MASON	REFUND HOLIDAY HOME REGISTRATION FEE - CANCELLED	354.00
9/03/2017	114084	D BRADSHAW	REFUND HOLIDAY HOME REGISTRATION FEE - D/A NOT SUBMITTED	354.00
9/03/2017	114085	DEPARTMENT OF TRANSPORT	PLANT TRANSFER FEE	16.40
9/03/2017	114086	CANCELLED	PROCESSING ERROR - CANCELLED	354.00
9/03/2017	114087	S ROURKE	SPONSORSHIP - TEAM ATTENDANCE PEDAL PRIX EVENT	1,000.00
9/03/2017	114088	CITY OF BUSSELTON	CORRECTION OF BPAY PAYMENTS	1,323.14
13/03/2017	114089	TELSTRA CORPORATION	COMMUNICATION SERVICES	12,260.43
13/03/2017	114090	DUNSBOROUGH POST OFFICE	POSTAL SERVICE	449.00
13/03/2017	114091	SYNERGY	ELECTRICITY SUPPLIES	73,831.52
13/03/2017	114092	V HOPKINS	BIO-DIVERSITY RATE REBATE	69.40
13/03/2017	114093	K & P TAYLOR	BIO-DIVERSITY RATE REBATE	123.72
13/03/2017	114094	DENISE SANBROOK	ART SALES	50.40
13/03/2017	114095	DOROTHY SADDLETON	ART SALES	44.80
13/03/2017	114096	THOMAS MAZEY	ART SALES	12.60
14/03/2017	114097	LANDGATE CUSTOMER ACCOUNT	CAVEAT LODGMENT FEE	165.80
14/03/2017	114098	HOLD ON PROMOTIONS	SPONSORSHIP - EQUINOX SW INDOOR MOTOR SHOW	750.00
14/03/2017	114099	EDCONNECT AUSTRALIA	REFUND OF CRC FACILITY HIRE BOND	200.00
14/03/2017	114100	OFFICE OF THE CEO - PETTY CASH	PETTY CASH REIMBURSEMENT	497.83
14/03/2017	114101	DUNSBOROUGH PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	100.00
	114102-114103	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
15/03/2017	114104	THE ENCLAVE RESIDENTS ASSOCIATION (INC)	FENCE REPAIR CONTRIBUTION	198.00
15/03/2017	114105	S MULHERN	REFUND DOG REGISTRATION - NOW STERILISED	150.00
16/03/2017	114106	CITY OF BUSSELTON	VARIOUS STAFF REIMBURSEMENTS	2,915.57
16/03/2017	114107	CALLOWS CORNER NEWS	STAFF SOCIAL CLUB - LOTTO	306.00
	114108-114112	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
17/03/2017	114113	BUSSELTON WATER BOARD	WATER SERVICES - RAILWAY HOUSE CONNECTION	8,178.39
17/03/2017	114114	TELSTRA CORPORATION	COMMUNICATION SERVICES	105.00
17/03/2017	114115-114116	WATER CORPORATION	WATER SERVICES	13,305.87
17/03/2017	114117	SYNERGY	ELECTRICITY SUPPLIES	1,557.95
17/03/2017	114118	SHIRE OF DARDANUP	ANNUAL CONTRACT PAYMENT - SYRSIDYNIX LIBRARY SYSTEM	49,615.23
22/03/2017	114119	CITY OF BUSSELTON - PETTY CASH	PETTY CASH REIMBURSEMENT	572.50
22/03/2017	114120	BUSSELTON SENIOR HIGH SCHOOL	SPONSORSHIP - IGNITE GIRLS PROGRAM	300.00
22/03/2017	114121	F BOWDEN	SPONSORSHIP - OXBRIDGE ACADEMIC PROGRAM ATTENDANCE	200.00
22/03/2017	114122	WEST AUSTRALIAN ELECTORAL COMMISSION	REFUND CRC FACILITY HIRE BOND, REFUND OF HALL DEPOSITS	570.00
23/03/2017	114123	CITY OF BUSSELTON	TELETHON HOME- BUILDING APPLICATION FEE WAIVER	2,400.00
24/03/2017	114124	SOUTHERN CROSS AUSTERIO	ADVERTISING SERVICE. - GLC & BUSSELTON FRINGE FESTIVAL	3,091.00
24/03/2017	114125	BUSSELTON WATER BOARD	WATER SERVICES	676.60
24/03/2017	114126	CALLOWS CORNER NEWSAGENCY	STATIONERY/ NEWSPAPERS	686.72

24/03/2017	114127	TELSTRA CORPORATION	COMMUNICATION SERVICES	9,283.51
24/03/2017	114128	BUSSELTON MEDICAL PRACTICE	EMPLOYEE MEDICAL SERVICES	275.00
24/03/2017	114129-114130	SYNERGY	ELECTRICITY SUPPLIES	6,401.40
24/03/2017	114131	FRED ROSE EXCAVATOR HIRE	EARTHMOVING/EXCAVATOR HIRE - VARIOUS LOCATIONS	10,829.50
24/03/2017	114132	WATER CORPORATION	WATER SERVICES	4,577.74
24/03/2017	114133	ALINTA	GAS SERVICES	50.30
27/03/2017	114134	N LANGFORD	REFUND OF RATE OVERPAYMENT	615.50
27/03/2017	114135	PR QUARRY	REFUND OF RATE OVERPAYMENT	793.82
27/03/2017	114136	DEPARTMENT OF TRANSPORT	PURCHASE OF SPECIAL SERIES NUMBER PLATES	327.00
27/03/2017	114137	DISABILITY SERVICES COMMISSION	REFUND CRC FACILITY HIRE BOND	200.00
27/03/2017	114138	BUSSELTON MENS DART ASSOC	REFUND YOUTH CENTRE FACILITY HIRE BOND	185.00
27/03/2017	114139	HINDSIGHT PTY LTD	REFUND OF RATE OVERPAYMENT	826.77
27/03/2017	114140	P BURT	REFUND OF RATE OVERPAYMENT	288.70
27/03/2017	114141	J STRETCH	REFUND OF RATE OVERPAYMENT	689.43
27/03/2017	114142	J MOFFATT	REFUND OF RATE OVERPAYMENT	667.63
27/03/2017	114143	CKM HARDWICK	REFUND OF RATE OVERPAYMENT	768.85
27/03/2017	114144	A PLUMMER	REFUND OF DEVELOPMENT APPLICATION FEE - CANCELLED	295.00
27/03/2017	114145	S MORPHETT	REFUND OF HEALTH APPLICATION FEE - CANCELLED	154.00
27/03/2017	114146	E CULNANE	SPONSORSHIP - U17S NATIONAL NETBALL CHAMPIONSHIPS	200.00
27/03/2017	114147	OFFICE OF THE CEO - PETTY CASH	PETTY CASH REIMBURSEMENT	470.90
27/03/2017	114148	C & L CAHILL	KOOKABURRA REFUND FEE	15.00
27/03/2017	114149	DEPARTMENT OF TRANSPORT	PLANT TRANSFER FEE	16.40
27/03/2017	114150	DUNSBOROUGH PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	29.70
27/03/2017	114151	D O'BRIEN	REFUND OF ANIMAL TRAP BOND	100.00
27/03/2017	114152	J ATKINSON	CROSSOVER SUBSIDY PAYMENT	321.60
27/03/2017	114153	S LABIANCA	CORRECTION OF BPAY PAYMENT	16.00
27/03/2017	114154	DE SMITH	REFUND OF RATE OVERPAYMENT	615.50
27/03/2017	114155	EE BELL	REFUND OF RATE OVERPAYMENT	624.04
27/03/2017	114156	HJ STUYT	REFUND OF RATE OVERPAYMENT	641.10
27/03/2017	114157	AP BRANCH	REFUND OF RATE OVERPAYMENT	645.84
27/03/2017	114158	T HOPKINS	SPONSORSHIP - 2017 GHF SWIMMING CHAMPIONSHIPS	200.00
27/03/2017	114159	PY & BJ OATES	REFUND OF RATE OVERPAYMENT	1,795.22
27/03/2017	114160	R SEINEMEIER	REFUND OF TRADING IN PUBLIC PLACES FEE	60.00
30/03/2017	114161	CITY OF BUSSELTON	VARIOUS STAFF REIMBURSEMENTS	2,923.93
30/03/2017	114162	CALLOWS CORNER NEWS	STAFF SOCIAL CLUB - LOTTO	300.00
31/03/2017	114163	RAWLINSON PUBLISHING	PUBLICATION SERVICES - CONSTRUCTION COST GUIDE	295.00
31/03/2017	114164	CLEANAWAY	WASTE MANAGEMENT SERVICES	6,803.50
31/03/2017	114165-114166	SYNERGY	ELECTRICITY SUPPLIES	20,901.00
31/03/2017	114167	NL & KE SEARLE	REFUND DOG REGISTRATION - NOW STERILISED	150.00
31/03/2017	114168	L BUDDEN	REFUND DOG REGISTRATION - NOW STERILISED	100.00
31/03/2017	114169	J EVANS	REFUND DOG REGISTRATION - NOW STERILISED	30.00



31/03/2017	114170	P ELLIOTT	REFUND DOG REGISTRATION - NOW STERILISED	77.50
31/03/2017	114171	DJ MACCORMICK CONTRACTORS PTY LTD	DUST CONTROL BOND REFUND - VIA VASSE	5,690.00
31/03/2017	114172	LANDGATE CUSTOMER ACCOUNT	LANDGATE REQUISITION FEE	82.90

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671,942.12
**ELECTRONIC TRANSFER PAYMENTS - MARCH 2017**

Date	EFT	Name	Description	Amount
2/03/2017	EF051151	HIF	HEALTH INSURANCE	215.55
2/03/2017	EF051152	PAY-PLAN PTY LTD	SALARY PACKAGING	18,193.40
2/03/2017	EF051153	HARCOURTS BUSSELTON	RENTAL LEASE AGREEMENT	860.00
2/03/2017	EF051154	RENTAL MANAGEMENT AUSTRALIA PTY LTD	RENTAL LEASE AGREEMENT	800.00
2/03/2017	EF051155	GR & LC CHRISTIAN	RENTAL LEASE AGREEMENT	1,200.00
2/03/2017	EF051156	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	197,274.00
2/03/2017	EF051157	AUSTRALIAN SERVICES UNION	UNION FEES	79.05
2/03/2017	EF051158	HBH HEALTH LIMITED	MEDICAL INSURANCE	489.35
2/03/2017	EF051159	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	317.76
2/03/2017	EF051160	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	658.13
2/03/2017	EF051161	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	192.00
2/03/2017	EF051162	STAFF CHRISTMAS CLUB	PAYROLL DEDUCTIONS	3,767.18
2/03/2017	EF051163	CLICKSUPER	SUPERANNUATION	154,651.20
3/03/2017	EF051164	TRAFFIC FORCE	TRAFFIC MANAGEMENT SERVICES	435.60
3/03/2017	EF051165	CR. G BLEECHMORE	COUNCILLOR PAYMENT	2,382.50
3/03/2017	EF051166	CR. G HENLEY	COUNCILLOR PAYMENT	8,427.25
3/03/2017	EF051167	CR. T BEST	COUNCILLOR PAYMENT	2,382.50
3/03/2017	EF051168	CR. J McCALLUM	COUNCILLOR PAYMENT & REIMBURSEMENT	2,459.50
3/03/2017	EF051169	WA EXTERNAL SOLUTIONS	ROOF & GUTTER REPAIRS/MAINTENANCE - GLC	43,890.00
3/03/2017	EF051170	MCG ARCHITECTS PTY LTD	ARCHITECTURAL SERVICES - ADMIN BUILDING	18,785.80
3/03/2017	EF051171	CR. R BENNETT	COUNCILLOR PAYMENT	2,382.50
3/03/2017	EF051172	DEPARTMENT OF ENVIRONMENT REGULATION	LICENCE AMENDMENT FEE - BSN TRANSFER STATION	102.00
3/03/2017	EF051173	BUSSELTON HYUNDAI	VEHICLE PURCHASES / SERVICES / PARTS	43,285.60
3/03/2017	EF051174	BORRELL RAFFERTY ASSOCIATES PTY LTD	QUANTITY SURVEYING - ADMIN BUILDING	13,200.00
3/03/2017	EF051175	CALIBRE CONSULTING	ENGINEERING SERVICES - BUSSELTON ROAD NETWORKS UPGRADE	52,800.00
3/03/2017	EF051176	OCEAN AIR CARPET CARE	CLEANING SERVICES - VARIOUS BUILDINGS	3,516.70
3/03/2017	EF051177	CR. R REEKIE	COUNCILLOR PAYMENT	2,382.50
3/03/2017	EF051178	CR. R PAINE	COUNCILLOR PAYMENT	2,382.50
3/03/2017	EF051179	CR. P CARTER	COUNCILLOR PAYMENT	2,382.50
3/03/2017	EF051180	BOB BRUCE DESIGN	ARCHITECTURAL SERVICES - MILNE ST PAVILLION	2,244.00
3/03/2017	EF051181	SHAPE MANAGEMENT	CONSULTANCY SERVICES FOR MAJOR PROJECTS	19,470.00
3/03/2017	EF051182	STUDIO EVANS LANE	COST MODEL SERVICES - BPACC	5,553.00
3/03/2017	EF051183	DDL5	IT EDUCATION AND TRAINING	2,995.00
3/03/2017	EF051184	GT FABRICATION	FABRICATION SERVICES	500.00

3/03/2017	EF051185	NBN CO LIMITED	NATIONAL BROADBAND SERVICES	400.00
3/03/2017	EF051186	TILOPA KEECH	STAFF REIMBURSEMENT - EVENTS EQUIPMENT	78.49
3/03/2017	EF051187	BGC CONSTRUCTION PTY LTD	CONSTRUCTION SERVICES - ADMIN BUILDING	1,330,489.28
3/03/2017	EF051188	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	13.53
3/03/2017	EF051189	YALLINGUP RURAL BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	305.99
3/03/2017	EF051190	TOTAL EDEN PTY LTD	PUMP REPAIR SERVICE - BOVELL PARK	7,013.60
3/03/2017	EF051191	COLES	COUNCIL, STAFF & GLC REFRESHMENTS	462.98
3/03/2017	EF051192	BAREFOOT BOOKS	LIBRARY RESOURCES	1,022.09
3/03/2017	EF051193	CAPERS SOUTHWEST CATERING SERVICES	CATERING - CBD IMPROVEMENT WORKSHOP	900.00
3/03/2017	EF051194	CAPE CELLARS BUSSELTON	COUNCIL REFRESHMENTS	1,039.73
3/03/2017	EF051195	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	1,248.05
3/03/2017	EF051196	ALINTA ENERGY	ELECTRICITY SUPPLIES	44,269.90
7/03/2017	EF051197	DUNSBOROUGH SETTLEMENTS	PURCHASE OF AIRPORT LAND & SETTLEMENT AGENT FEES	2,445,986.90
13/03/2017	EF051198	MATTHEW TWYMAN	STAFF REIMBURSEMENT - FUEL EXPENSE	70.19
13/03/2017	EF051199	OLIVER DARBY	STAFF REIMBURSEMENT - INTERNET	99.90
13/03/2017	EF051200	DENNIS HADDON	ART SALES	31.50
13/03/2017	EF051201	CR. G BLEECHMORE	COUNCILLOR REIMBURSEMENT	253.18
13/03/2017	EF051202	CR. T BEST	COUNCILLOR REIMBURSEMENT	1,191.04
13/03/2017	EF051203	PHIL HOLLETT PHOTOGRAPHY	ART SALES	169.05
13/03/2017	EF051204	LEEWIN CIVIL PTY LTD	CONSTRUCTION SERVICES - BSN FORESHORE UTILITIES & CONCRETE	61,878.39
13/03/2017	EF051205	LYNE MARSHALL	ART SALES	61.60
13/03/2017	EF051206	CR. J McCALLUM	COUNCILLOR REIMBURSEMENT	455.90
13/03/2017	EF051207	DEB HOLDEN	STAFF REIMBURSEMENT- MICROPHONE BATTERY	40.00
13/03/2017	EF051208	ANDERS HAMMARSTROM	ART SALES	14.00
13/03/2017	EF051209	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	1,762.82
13/03/2017	EF051210	MARGARET PARKE	ART SALES	24.50
13/03/2017	EF051211	PANCAKE DESIGNS RESIN	ART SALES	206.50
13/03/2017	EF051212	NALDA HOSKINS	ART SALES	426.60
13/03/2017	EF051213	SUSSEX TURF CONTROL	TURF SERVICES - VARIOUS LOCATIONS	12,020.19
13/03/2017	EF051214	BUSSELTON LAND & ESTATE AGENCY	RATES REFUND - PAYMENT RECEIVED IN ERROR	475.00
13/03/2017	EF051215	JACQUELINE PINNOCK	ART SALES	40.60
13/03/2017	EF051216	IWEIGH SOLUTIONS PTY LTD	WASTE MANAGEMENT SOFTWARE	1,650.00
13/03/2017	EF051217	OCEAN AIR CARPET CARE	CLEANING SERVICES - ARTGEO	192.50
13/03/2017	EF051218	CR. R REEKIE	COUNCILLOR REIMBURSEMENT	23.34
13/03/2017	EF051219	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
13/03/2017	EF051220	CR. R PAINE	COUNCILLOR REIMBURSEMENT	182.75
13/03/2017	EF051221	ASK EQUIPMENT SALES (QLD)	WASTE DISPOSAL EQUIPMENT	10,450.00
13/03/2017	EF051222	PRO CONSTRUCT	BUILDING CONSTRUCTION SERVICES - YOUTH BUILDING CLAIM # 2	195,121.00
13/03/2017	EF051223	PINNACLE TANKS	13500L POLY WATER TANK - RENDEZVOUS ROAD	2,061.00
13/03/2017	EF051224	JENNIFER BROWN	ART SALES	57.40
13/03/2017	EF051225	ELAMOORE NATURAL SOAPS & COSMETICS PTY LTD	ART SALES	16.80

13/03/2017	EF051226	TONY WINDBERG	ART SALES	178.20
13/03/2017	EF051227	DAVE LANFEAR CONSULTING PTY LTD	STRATEGIC REVIEW/CONSULTANCY - NCC	12,947.00
13/03/2017	EF051228	BARRY MCKENZIE	KOOKABURRA REFUND FEE	66.00
13/03/2017	EF051229	KASEY BIGGAR	STAFF REIMBURSEMENT - SOFTWARE	102.00
13/03/2017	EF051230	CONTINENCE FOUNDATION OF AUSTRALIA	REFUND OFF CRC BOOKNG FEE & FACILITY HIRE BOND - CANCELLED	283.20
13/03/2017	EF051231	BRIAN LENG	KOOKABURRA REFUND FEE	50.50
13/03/2017	EF051232	DOUGLAS CHAMBERS	ART SALES	1,402.50
13/03/2017	EF051233	ROBERT JARRETT	KOOKABURRA REFUND FEE	15.00
13/03/2017	EF051234	SARAH WITTWER	ART SALES	28.00
13/03/2017	EF051235	COLES	COUNCIL, STAFF & GLC REFRESHMENTS	483.18
13/03/2017	EF051236	JUNE ANDERSON	ART SALES	144.00
13/03/2017	EF051237	ALISON BROWN	ART SALES	19.25
13/03/2017	EF051238	INNOVEST CONSTRUCTION	CONSTRUCTION SERVICES - MILNE ST PAVILLION, CLAIM # 3	353,680.49
13/03/2017	EF051239	ROBYN TAYLOR	ART SALES	7.00
13/03/2017	EF051240	OWEN G ISBEL	ART SALES	255.20
13/03/2017	EF051241	MAXINE PALMER	STAFF REIMBURSEMENT - TRAINING EXPENSES	23.80
13/03/2017	EF051242	DAVID PILPEL	NCC HIRE REFUND - BOOKING CANCELLED	150.00
13/03/2017	EF051243	STRATEGEN ENVIRONMENTAL CONSULTANTS PTY LTD	CONSULTANCY SERVICES - BSN CEMETERY EXPANSION	18,251.20
13/03/2017	EF051244	JEREMY O'NEILL	STAFF REIMBURSEMENT - STUDY ASSISTANCE	1,400.00
13/03/2017	EF051245	JOSH YATES	ART SALES	7.35
13/03/2017	EF051246	CELIA CLARE	ART SALES	610.40
16/03/2017	EF051247	HIF	HEALTH INSURANCE	215.55
16/03/2017	EF051248	PAY-PLAN PTY LTD	SALARY PACKAGING	18,193.40
16/03/2017	EF051249	HARCOURTS BUSSELTON	RENTAL LEASE AGREEMENT	551.43
16/03/2017	EF051250	RENTAL MANAGEMENT AUSTRALIA PTY LTD	RENTAL LEASE AGREEMENT	800.00
16/03/2017	EF051251	GR & LC CHRISTIAN	RENTAL LEASE AGREEMENT	1,200.00
16/03/2017	EF051252	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	200,451.00
16/03/2017	EF051253	AUSTRALIAN SERVICES UNION	UNION FEES	79.05
16/03/2017	EF051254	HBF HEALTH LIMITED	MEDICAL INSURANCE	489.35
16/03/2017	EF051255	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	317.76
16/03/2017	EF051256	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	658.13
16/03/2017	EF051257	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	190.00
16/03/2017	EF051258	STAFF CHRISTMAS CLUB	PAYROLL DEDUCTIONS	3,767.18
16/03/2017	EF051259	CLICKSUPER	SUPERANNUATION	159,661.74
17/03/2017	EF051260	SHARON WOODFORD-JONES	STAFF REIMBURSEMENT - GREEN TASK FORCE	22.56
17/03/2017	EF051261	GREG GELMI	SCULPTURE BY THE BAY - ACQUISITIVE PRIZE	2,500.00
17/03/2017	EF051262	COBUS BOTHA	STAFF REIMBURSEMENT - TRAINING EXPENSES	61.20
17/03/2017	EF051263	DANIEL FRITCHLEY	DRAFTING SERVICES - BUSSELTON FORESHORE	1,381.25
17/03/2017	EF051264	SUSSEX TURF CONTROL	TURF SERVICES - VARIOUS LOCATIONS	19,246.00
17/03/2017	EF051265	SOUTH WEST SATELLITE TV & AUDIO	AUDIO EQUIPMENT - GLC	2,221.00
17/03/2017	EF051266	ERTECH PTY LTD	BMRR AIRSIDE D&C CONTRACTOR	999,823.73

17/03/2017	EF051267	ANGELA GRIFFIN	STAFF REIMBURSEMENT - YOUTH EVENT SUPPLIES	65.49
17/03/2017	EF051268	MARKETFORCE PTY LTD	ADVERTISING SERVICES - TENDERS	1,189.24
17/03/2017	EF051269	WESTERN IRRIGATION PTY LTD	IRRIGATION UPGRADES - BUSSELTON FORESHORE	33,697.40
17/03/2017	EF051270	PAUL ANDREWS TRUST	GLC CAFE SUPPLIES	623.15
17/03/2017	EF051271	KRISTOPHER DAVIS	STAFF REIMBURSEMENT - TRAINING EXPENSES	950.12
17/03/2017	EF051272	ABEL CONCEPTS (AUST)PTY LTD	FLAG POLES - VARIOUS LANDSCAPING	6,833.20
17/03/2017	EF051273	DUNSBOROUGH & DISTRICTS WATER CARTAGE	WATER CARTAGE SERVICES - RENDEZVOUS RD PROPERTIES	792.00
17/03/2017	EF051274	FUNSPORTS	SPORTING EQUIPMENT - NCC	1,322.00
17/03/2017	EF051275	ARTS LAW CENTRE OF AUSTRALIA	CONTRACT TEMPLATES	240.00
17/03/2017	EF051276	HEART CARE WESTERN AUSTRALIA	EMPLOYEE MEDICAL TESTS	330.00
17/03/2017	EF051277	FAY PISMIRIS	RETICULATION REPAIRS	209.50
17/03/2017	EF051278	KIM DOLZADELLI	STAFF REIMBURSEMENT - TRAINING EXPENSES	700.00
17/03/2017	EF051279	HOWARD WILLIAMS	REFUND OF ANIMAL TRAP BOND	100.00
17/03/2017	EF051280	KERRY HENDRIE	NCC FUND VACATION CARE REBATE - FULL FEES PAID	260.21
17/03/2017	EF051281	JANNETTE BARRETT	KOOKABURRA REFUND FEE	12.00
17/03/2017	EF051282	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
17/03/2017	EF051283	DON SHARPE	KOOKABURRA REFUND FEE	192.50
17/03/2017	EF051284	TUBAGUS ISKANDAR	KOOKABURRA REFUND FEE	15.00
17/03/2017	EF051285	LAURA ASHTON	NCC FUND VACATION CARE REBATE - FULL FEES PAID	173.22
17/03/2017	EF051286	DIANA ROSE	REFUND OF FOOD PREMISES APPLICATION FEE - NOT REQUIRED	62.00
17/03/2017	EF051287	GEOGRAPHE PETROLEUM	FUEL SERVICES	8,499.96
17/03/2017	EF051288	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	588.92
17/03/2017	EF051289	COLES	COUNCIL, STAFF & GLC REFRESHMENTS	634.93
17/03/2017	EF051290	CITY AND REGIONAL FUELS	FUEL SERVICES	4,543.05
17/03/2017	EF051291	ROBYN PAICE	ENVIRONMENTAL SERVICES - WETLANDS MOSQUITO MONITORING	4,300.00
20/03/2017	EF051292	LEGALWISE SEMINARS PTY LTD	TRAINING SERVICES	2,730.00
24/03/2017	EF051293	CR. G HENLEY	COUNCILLOR REIMBURSEMENT	209.71
24/03/2017	EF051294	ORANA CINEMAS BUSSELTON	TICKETS SALES FOR FUNDRAISER	3,900.00
24/03/2017	EF051295	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	8,894.49
24/03/2017	EF051296	MCG ARCHITECTS PTY LTD	ADMIN BUILDING - ARCHITECTURAL SERVICES	20,323.60
24/03/2017	EF051297	BUKIDO TAIJUTSU	KIDSPORT VOUCHERS	2,400.00
24/03/2017	EF051298	SUSSEX TURF CONTROL	TURF SERVICES - CHURCHILL PARK	5,536.41
24/03/2017	EF051299	OCEAN AIR CARPET CARE	CLEANING SERVICES - VARIOUS BUILDINGS	5,419.70
24/03/2017	EF051300	OUTDOOR WORLD CAPE TO CAPE	CONSTRUCTION SERVICES - VASSE FIRE STATION EXTENSION	47,787.00
24/03/2017	EF051301	PRESTIGE AUTO & CANVAS	STREET BANNER REPAIRER	350.00
24/03/2017	EF051302	ECOSOL PTY LTD	STORMWATER POLLUTANT TRAP - LAYMAN ROAD	40,590.00
24/03/2017	EF051303	HANSON PROPERTY PTY LTD	REFUND OF RATES OVERPAYMENT	1,082.00
24/03/2017	EF051304	DEBORAH & DOUGLAS SMITH	REFUND OF HOLIDAY HOME APPLICATION FEE - CANCELLED	649.00
24/03/2017	EF051305	DAVID POWELL	REFUND OF ANIMAL TRAP BOND	100.00
24/03/2017	EF051306	IPWEA (INSTITUTE OF PUBLIC WORKS ENGINEERING)	TRAINING SERVICES	960.00
24/03/2017	EF051307	SUEZ RECYCLING & RECOVERY (PERTH) PTY LTD	KERBSIDE RECYCLING SERVICES	83,763.19

24/03/2017	EF051308	BUSSELTON REFRIGERATION & AIRCONDITIONING	REFRIGERATION/AIR CONDITIONING SERVICES - NCC	6,020.00
24/03/2017	EF051309	COLES	COUNCIL, STAFF & GLC REFRESHMENTS	373.35
24/03/2017	EF051310	BAREFOOT BOOKS	LIBRARY RESOURCES	654.18
24/03/2017	EF051311	DAVE HOLDEN BUILDING Co.	REFUND OF VERGE/CROSSOVER BONDS - VIA VASSE	930.00
24/03/2017	EF051312	ARUP PTY LTD	CONSULTANCY SERVICES - BMRA LANDSIDE DESIGN SERVICES	110,433.40
29/03/2017	EF051313	DATA 3	COMPUTER SOFTWARE SUPPLIER	1,792.71
29/03/2017	EF051314	ELLIOTS IRRIGATION PTY LTD	IRON FILTER SERVICE	539.00
29/03/2017	EF051315	WALGA	WALGA TRAINING SERVICES	1,584.50
29/03/2017	EF051316	TRAFFIC FORCE	TRAFFIC MANAGEMENT SERVICES - VARIOUS	11,870.44
29/03/2017	EF051317	DUNSBOROUGH JUNIOR SOCCER CLUB INC	KIDSPORT VOUCHERS	1,990.00
29/03/2017	EF051318	HARLEY DYKSTRA	CONTOUR SURVEY REPORT -BMRA	660.00
29/03/2017	EF051319	ROAD SIGNS AUSTRALIA	SIGNAGE SUPPLIES	376.20
29/03/2017	EF051320	GEOGRAPHE OUTRIGGER CANOE RACING CLUB	KIDSPORT VOUCHER	255.00
29/03/2017	EF051321	GOOD GUYS BUSSELTON	ELECTRICAL SUPPLIES - BSN DEPOT	938.00
29/03/2017	EF051322	YALLINGUP LANDSCAPES	ROCKS & LIMESTONE SHEETING - MEELUP PARK TRAILS	29,455.00
29/03/2017	EF051323	DANTERR AGENCIES	MAINTENANCE PARTS/SERVICES	1,408.00
29/03/2017	EF051324	INSIGHT CALL CENTRE SERVICES	AFTER HOURS CALL CENTRE SERVICES	4,105.53
29/03/2017	EF051325	ENVISIONWARE PTY LTD	DUNSB. LIBRARY SELF-SERVICE EQUIPMENT	9,204.80
29/03/2017	EF051326	MULTICLEAN WA PTY LTD	CLEANING SERVICES - BUSSELTON LIBRARY	1,715.23
29/03/2017	EF051327	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	2,194.20
29/03/2017	EF051328	BLUE DOG TRAINING	TRAINING SERVICES	240.00
29/03/2017	EF051329	LEEUEWIN CIVIL PTY LTD	MAINTENANCE SERVICES	506.00
29/03/2017	EF051330	ADELPHI TAILORING COMPANY	PROTECTIVE CLOTHING SUPPLIER	1,664.30
29/03/2017	EF051331	BUSSELTON CONTRACTING	FIRE CONTROL SERVICES	165.00
29/03/2017	EF051332	BATTERY ALL TYPES	BATTERY SUPPLIES	34.50
29/03/2017	EF051333	BUSSELTON CITY F.C. INCORPORATED	KIDSPORT VOUCHERS	40.00
29/03/2017	EF051334	JIGSAW SIGNS & PRINT	SIGNAGE & PRINTING SERVICES - VARIOUS	2,996.00
29/03/2017	EF051335	BUNBURY TRUCKS	PLANT PURCHASES / SERVICES / PARTS	4,088.65
29/03/2017	EF051336	STOCKER PRESTON	STRATA LEVY FEES & WATER CONSUMPTION	4,613.84
29/03/2017	EF051337	TOTAL GREEN RECYCLING	RECYCLING E-WASTE SERVICES	137.78
29/03/2017	EF051338	LOCK JOINT AUSTRALIA	MAINTENANCE PARTS/SERVICES	2,574.00
29/03/2017	EF051339	AR PLUMBING & GAS SERVICE	PLUMBING SERVICES - VARIOUS	1,643.40
29/03/2017	EF051340	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
29/03/2017	EF051341	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	1,590.60
29/03/2017	EF051342	ARBOR GUY	TREE MAINTENANCE SERVICES - VARIOUS	4,340.05
29/03/2017	EF051343	TOLL IPEC PTY LTD	COURIER SERVICES	24.27
29/03/2017	EF051344	NAOMI SEARLE	STAFF REIMBURSEMENT - INTERNET	79.00
29/03/2017	EF051345	QCLICK ONLINE SOLUTIONS	WEBSITE HOSTING SERVICES - MEELUP REGIONAL PARK	375.00
29/03/2017	EF051346	BUSSELTON CYCLES & REPAIRS	BICYCLE PURCHASES/REPAIRS - HEALTH	1,900.00
29/03/2017	EF051347	BROWNES DAIRY	GLC KIOSK SUPPLIES	1,155.79
29/03/2017	EF051348	AVIATION PROJECTS PTY LTD	CONSULTANCY SERVICES - LANDSIDE DESIGN BMRA	2,405.43

29/03/2017	EF051349	GMAS SWIMMING CLUB INC	KIDSPORT VOUCHERS	800.00
29/03/2017	EF051350	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	475.20
29/03/2017	EF051351	LANDSAVE ORGANICS	LANDSCAPING SUPPLIES - VARIOUS LOCATIONS	15,400.00
29/03/2017	EF051352	PRIME INDUSTRIAL PRODUCTS PTY LTD	SAFETY EQUIPMENT & HARDWARE SUPPLIER	703.59
29/03/2017	EF051353	BEACON EQUIPMENT	PLANT MAINTENANCE EQUIPMENT	54.00
29/03/2017	EF051354	PROFESSIONAL CABLING	AUDIO CABLING INSTALLATION - ADMIN BUILDING	19,910.00
29/03/2017	EF051355	ST JOHN AMBULANCE	TRAINING SERVICES	175.00
29/03/2017	EF051356	BRIDGESTONE	TYRE SERVICES	2,312.96
29/03/2017	EF051357	OPTEON WESTERN AUSTRALIA PTY LTD	VALUATION SERVICES	1,600.00
29/03/2017	EF051358	WA EXTERNAL SOLUTIONS	ROOF MAINTENANCE SERVICES - CHURCHILL PARK	2,329.75
29/03/2017	EF051359	HEATLEY INDUSTRIAL & SAFETY	SAFETY EQUIPMENT & HARDWARE SUPPLIER	729.08
29/03/2017	EF051360	BUSSELTON GOLF CLUB INCORPORATED	FUNCTION CATERING	793.00
29/03/2017	EF051361	BOWMAN & ASSOCIATES PTY LTD	DESIGN SERVICES - BSN TRANSFER STATION HARDSTANDS	11,418.00
29/03/2017	EF051362	TRANEN REVEGETATION SYSTEMS	WEED CONTROL - VARIOUS WETLANDS	10,537.55
29/03/2017	EF051363	BANG THE TABLE	TRAINING SERVICES	2,750.00
29/03/2017	EF051364	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	2,885.27
29/03/2017	EF051365	LARRY PRICE	MECHANICAL SERVICES	115.50
29/03/2017	EF051366	MARGARET RIVER REGION OPEN STUDIOS INC.	GRANT FUNDING - MARGARET RIVER OPEN STUDIOS	8,000.00
29/03/2017	EF051367	ARTISAN PAVING	PAVING SERVICES - YALLINGUP RURAL BFB	2,310.00
29/03/2017	EF051368	SETON AUSTRALIA	WALL MOUNTED ASHTRAYS - VARIOUS PARKS LOCATIONS	363.00
29/03/2017	EF051369	GEO METALS	SHEET METAL SERVICES - DUNSB. WASTE FACILITY	2,750.00
29/03/2017	EF051370	AUSQ TRAINING	TRAINING SERVICES	766.00
29/03/2017	EF051371	GEOGRAPHE FORD - BUSSELTON	VEHICLE PURCHASES / SERVICES / PARTS	991.00
29/03/2017	EF051372	VORGE PTY LTD	PRO SHOP SUPPLIES - GLC	613.80
29/03/2017	EF051373	MACQUARIE EQUIPMENT RENTALS PTY LTD	LEASING PAYMENTS - I.T. EQUIPMENT	2,705.56
29/03/2017	EF051374	PAY-PLAN PTY LTD	SALARY PACKAGING	182.18
29/03/2017	EF051375	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	1,709.09
29/03/2017	EF051376	COMPLETE PORTABLES	PORTABLE TOILET & SEA CONTAINER HIRE	874.50
29/03/2017	EF051377	ANNA FOLEY	TRAINING SERVICES	1,125.00
29/03/2017	EF051378	COVS PARTS PTY LTD	AUTOMOTIVE PARTS	456.63
29/03/2017	EF051379	THOMAS HIRE PTY LTD	MACHINERY HIRE	230.00
29/03/2017	EF051380	CLEANING MADE EASY	CLEANING SERVICES - AGED HOUSING	110.00
29/03/2017	EF051381	ART MANAGEMENT SERVICES PTY LTD	ARTWORK VALUATION	150.00
29/03/2017	EF051382	DANIEL FRITCHLEY	DRAFTING SERVICES - VARIOUS	3,360.00
29/03/2017	EF051383	SOUTH WEST PRINTING & PUBLISHING	ADVERTISING SERVICES - VARIOUS	7,315.00
29/03/2017	EF051384	JS ROADSIDE PRODUCTS	ROADSIDE PRODUCTS - GUIDE POSTS (200)	6,523.00
29/03/2017	EF051385	MARGARET RIVER FENCING	FENCING & GATE SERVICES - VARIOUS	6,765.00
29/03/2017	EF051386	GRACE RECORDS MANAGEMENT (AUSTRALIA) PTY LTD	STORAGE SERVICES	585.67
29/03/2017	EF051387	THE CREATIVE CORNER INC	GRANT FUNDING - EMERGENCE CREATIVE FESTIVAL	3,300.00
29/03/2017	EF051388	IMAGE BOLLARDS PTY LTD	FOOTPATH MAINTENANCE SUPPLIES	2,289.10
29/03/2017	EF051389	SOUTH WEST EMPLOYEE ASSISTANCE PROGRAM	MEDICAL SERVICES	3,553.00

29/03/2017	EF051390	SOUTH WEST WINDSCREEN & GLASS	PLANT WINDSCREEN REPAIRS	300.00
29/03/2017	EF051391	PROTECTOR FIRE SERVICES	FIRE PROTECTION SERVICES	565.95
29/03/2017	EF051392	SEA CHANGE NEWS & GIFTS	LIBRARY RESOURCES - NEWSPAPERS	133.80
29/03/2017	EF051393	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	825.00
29/03/2017	EF051394	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	2,359.39
29/03/2017	EF051395	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	680.13
29/03/2017	EF051396	COASTAL MACHINERY PTY LTD T/AS COASTMAC TRAILERS	VEHICLE PURCHASES / SERVICES / PARTS	1,710.00
29/03/2017	EF051397	BUSSELTON HYUNDAI	VEHICLE PURCHASES / SERVICES / PARTS	378.99
29/03/2017	EF051398	BENT LOGIC	MEMBERSHIP CARDS - GLC	341.00
29/03/2017	EF051399	SOLID BRICKPAVING	BRICKPAVING SERVICES - VARIOUS	2,194.50
29/03/2017	EF051400	NSCO CONSULTING	CONSULTANCY AND TRAINING SERVICES	990.00
29/03/2017	EF051401	OFFICEMAX AUSTRALIA LTD	STATIONERY SUPPLIES	1,649.39
29/03/2017	EF051402	PFS FENCING PTY LTD	FENCING SERVICES - CHURCHILL PARK	7,129.42
29/03/2017	EF051403	CAPE CRANE HIRE	CRANE HIRE - DUNSB. WASTE FACILITY	308.00
29/03/2017	EF051404	DEPARTMENT OF HUMAN SERVICES	CHARGES FOR CENTREPAY FACILITY	109.89
29/03/2017	EF051405	ALPHA PEST ANIMAL SOLUTIONS	FOX CONTROL PROGRAM - BROADWATER FORESHORE	1,012.00
29/03/2017	EF051406	ADVANCED DRIVEWAY SEALING	FOOTPATH & COURT CLEANING - VARIOUS	1,125.30
29/03/2017	EF051407	NAMES PLUS EMBROIDERY	EMBROIDERY SERVICES	103.00
29/03/2017	EF051408	RPS AUSTRALIA EAST PTY LTD	COST BENEFIT ANALYSIS - FORESHORE STUDY	1,100.00
29/03/2017	EF051409	QUICK CORPORATE AUSTRALIA	STATIONERY AND OFFICE SUPPLIES	10.70
29/03/2017	EF051410	WAVES ENVIRONMENTAL PTY LTD	CONSULTANCY SERVICES - BUSSELTON GROUNDWATER INVESTIGATION	41,497.22
29/03/2017	EF051411	DYMOCKS - BUSSELTON	LIBRARY RESOURCES	247.90
29/03/2017	EF051412	BROADWATER MEDICAL CENTRE	MEDICAL SERVICES - PRE EMPLOYMENT	412.50
29/03/2017	EF051413	BCP CIVIL & PLANT	EXCAVATOR & PLANT HIRE - VARIOUS WORKS	59,890.42
29/03/2017	EF051414	BCP MATERIALS PTY LTD	SAND SUPPLY - PUZEY RD	2,484.57
29/03/2017	EF051415	BCP LIQUID WASTE	LIQUID WASTE SERVICES	10,986.85
29/03/2017	EF051416	ERTECH PTY LTD	COASTAL DEFENCES SERVICE - BUSSELTON FORESHORE, CLAIM # 2	299,717.48
29/03/2017	EF051417	CONSILIUM WASTE CONSULTING	ENVIRONMENTAL AUDIT SERVICES - WASTE FACILITIES	5,280.00
29/03/2017	EF051418	NATURALISTE GLASS PTY LTD	GLASS REPAIRS AND MANUFACTURE	5,215.16
29/03/2017	EF051419	XP SOFTWARE PTY LTD	SOFTWARE SERVICES	2,070.42
29/03/2017	EF051420	WORK METRICS	HEALTH AND SAFETY SOFTWARE/TRAINING SERVICES	660.00
29/03/2017	EF051421	LAUREN QUIGLEY	STAFF REIMBURSEMENT - POLICE CLEARANCE	52.60
29/03/2017	EF051422	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	1,042.75
29/03/2017	EF051423	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	PEEL TCE LEASE & CRUISE SHIP VISITATION PROGRAM	3,354.38
29/03/2017	EF051424	PRIMARY LOGISTICS	LITTER CONTROL - MEELUP REGIONAL PARK	1,654.40
29/03/2017	EF051425	HYVA PACIFIC PTY LTD	PLANT PURCHASES / SERVICES / PARTS	748.00
29/03/2017	EF051426	BCP CONTRACTORS PTY LTD	EARTHWORKS - CARBUNUP RESERVE	385.00
29/03/2017	EF051427	THE URBAN COFFEE HOUSE	CATERING - VARIOUS	458.20
29/03/2017	EF051428	EVERETT'S HOME AND YARD MAINTENANCE	MAINTENANCE SERVICES - VARIOUS	2,125.05
29/03/2017	EF051429	MARKETFORCE PTY LTD	ADVERTISING SERVICES - TENDERS & EMPLOYMENT	1,899.40
29/03/2017	EF051430	CREATIVE EIGHT STUDIO	DESIGN SERVICES - VARIOUS	1,320.00

29/03/2017	EF051431	LOTIX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	459.17
29/03/2017	EF051432	TROPHIES ON TIME	NAME BADGE SUPPLIER	80.00
29/03/2017	EF051433	KLEENIT PTY LTD	GRAFFITI REMOVAL - VARIOUS SITES	1,186.35
29/03/2017	EF051434	SEASIDE LANDSCAPING CONTRACTORS	NURSERY SUPPLIES	214.50
29/03/2017	EF051435	VASSE BAR CAFE	VOUCHERS FOR GRAND FINAL WINNERS - GLC	400.00
29/03/2017	EF051436	HOCKING HERITAGE STUDIO	HERITAGE ADVISORY SERVICE - RAILWAY HOUSE	3,487.41
29/03/2017	EF051437	JONES MARINE	DIVING MAINTENANCE - BSN & DUNS. NETS	1,200.00
29/03/2017	EF051438	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
29/03/2017	EF051439	STIHL SHOP DUNSBOROUGH	PLANT PURCHASES / SERVICES / PARTS	952.75
29/03/2017	EF051440	OZ POST MANUFACTURING	SIGNAGE SUPPLIES - VARIOUS	5,444.45
29/03/2017	EF051441	SOGGYBONES	EVENT SERVICES	877.00
29/03/2017	EF051442	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES - VARIOUS	3,744.57
29/03/2017	EF051443	BUSSELTON AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	912.90
29/03/2017	EF051444	SHREDABILITY	GRANT FUNDING - SKATEBOARDING CONTEST	14,300.00
29/03/2017	EF051445	BUNBURY COFFEE MACHINES	COFFEE MACHINE SUPPLIES - GLC	1,713.00
29/03/2017	EF051446	BBS COLLECTIONS PTY LTD	DEBT COLLECTION SERVICES	4,201.80
29/03/2017	EF051447	SPRAYMOW SERVICES	FIRE CONTROL SERVICES	748.00
29/03/2017	EF051448	SHINKA MANAGEMENT PTY LTD	TRAINING SERVICES	1,309.00
29/03/2017	EF051449	PVR INDUSTRIAL PTY LTD	INDUSTRIAL PUMP REPAIRS/SERVICE	426.25
29/03/2017	EF051450	BATTERY WORLD BUNBURY	BATTERY RECYCLING SERVICE	178.75
29/03/2017	EF051451	BUSSELTON DUNSBOROUGH MAIL	ADVERTISING SERVICES - VARIOUS	2,976.77
29/03/2017	EF051452	ENSIGN A SPOTLESS COMPANY	LINEN HIRE	101.82
29/03/2017	EF051453	RIDER LEVETT BUCKNALL WA PTY LTD	QUANTITY SURVEY SERVICES - BMRR	5,400.18
29/03/2017	EF051454	NG SERVICES	ENTERTAINMENT - BUSSELTON FRINGE FESTIVAL	880.00
29/03/2017	EF051455	ABIGAIL COX	GLC KIOSK SUPPLIES	112.00
29/03/2017	EF051456	SOUTH REGIONAL TAFE	EDUCATION & TRAINING SERVICES	1,645.00
29/03/2017	EF051457	MOORE STEPHENS WA PTY LTD	TRAINING SERVICES	1,595.00
29/03/2017	EF051458	AUSTRALIAN ARMY CADETS ASSOCIATION WA INC	KIDSPORT VOUCHERS	2,080.00
29/03/2017	EF051459	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE - AGED HOUSING	3,728.45
29/03/2017	EF051460	GRAHAM HAY	PHOTOGRAPHY SERVICES	290.00
29/03/2017	EF051461	ANDREW PLEDGER	FRIDGE DE GASSING - WASTE FACILITIES	682.00
29/03/2017	EF051462	WHITCOMBE DRAFTING SERVICES	CIVIL DESIGN AND DRAFTING - VARIOUS PROJECTS	6,905.00
29/03/2017	EF051463	SUSANNE MORPHETT	CATERING - ARTGEO EXHIBITION	800.00
29/03/2017	EF051464	KATIE GARNETT	WELLNESS PROGRAM	1,638.00
29/03/2017	EF051465	ENVIRONMENTAL AND AGRICULTURAL TESTING	WATER SAMPLING AND TESTING - DUNS WASTE FACILITY	5,242.05
29/03/2017	EF051466	WARREN ELECTRICAL STORE	ELECTRICAL SERVICES - KOOKABURRA	79.35
29/03/2017	EF051467	THREE CONSULTING PTY LTD	AIRLINE ENGAGEMENT CONSULTANT - CLAIM # 2	50,545.00
29/03/2017	EF051468	GG BOETTCHER	STAFF REIMBURSEMENT - POLICE CLEARANCE	52.60
29/03/2017	EF051469	ACCENDO AUSTRALIA PTY LTD	CONSULTANCY SERVICES - BUSSELTON TRAFFIC STUDY	965.25
29/03/2017	EF051470	CREATIVE SPACES	CONSULTANCY SERVICES & DESIGN WORK - RAILWAY HOUSE	7,701.02
29/03/2017	EF051471	HIGGINS COATINGS P/L	PAINTING CONTRACTOR - BUSSELTON JETTY	49,500.00



29/03/2017	EF051472	BUSSELTON SHEDS PLUS	BUILDING MAINTENANCE - BSN WASTE FACILITY	1,065.00
29/03/2017	EF051473	SOUTH WEST SEASONS	ADVERTISING SERVICES - GENERAL	1,210.00
29/03/2017	EF051474	STUDIO MILTON	FURNITURE AND CABINETRY - RAILWAY HOUSE	1,920.00
29/03/2017	EF051475	PREMIUM PUBLISHERS	ADVERTISING SERVICES - GENERAL	495.00
29/03/2017	EF051476	STALEY FOOD & PACKAGING	CLEANING CHEMICALS & CAFÉ CONSUMABLES - GLC	4,533.59
29/03/2017	EF051477	CLARK RUBBER	SPORT EQUIPMENT SUPPLIER - GLC	1,785.50
29/03/2017	EF051478	BAY SIGNS	SIGNAGE SERVICES - VARIOUS	10,787.40
29/03/2017	EF051479	DUNSBOROUGH & DISTRICTS WATER CARTAGE	WATER CARTAGE SERVICES - RENDEZVOUS RD & DUST SUPPRESSION	10,098.00
29/03/2017	EF051480	BINSPA	RUBBISH BIN CLEANING	1,837.05
29/03/2017	EF051481	FYFE PTY LTD	AUDITOR SERVICES - BUSSELTON GROUNDWATER	1,650.00
29/03/2017	EF051482	ROWLEY LEGAL	LEGAL SERVICES - BUSSELTON GROUNDWATER	3,258.75
29/03/2017	EF051483	SUBWAY BUSSELTON	CATERING - VARIOUS MEETINGS	798.00
29/03/2017	EF051484	BUSSELTON REWINDS	PLANT REPAIRS/MAINTENANCE	198.76
29/03/2017	EF051485	KWIK KOFFEE BUSSELTON	CATERING - RIDE TO WORK DAY	73.50
29/03/2017	EF051486	INSPIRATIONS PAINT DUNSBOROUGH	PAINT SUPPLIES	254.58
29/03/2017	EF051487	ESPRESSO ESSENTIAL (WA) PTY LTD	COFFEE MACHINE SUPPLIES - BUSSELTON LIBRARY	261.07
29/03/2017	EF051488	SCENIC HELICOPTERS	HELICOPTER TOUR - CRUISE SHIP VISIT	495.00
29/03/2017	EF051489	GSR LASER TOOLS	TOOL PURCHASES - SLOPE METER	495.00
29/03/2017	EF051490	GLOBAL DIAGNOSTICS	MEDICAL SERVICES	240.00
29/03/2017	EF051491	INSTITUTE OF BUILDING TECHNOLOGY WESTERN AUSTRAL	EDUCATION AND TRAINING SERVICES	3,172.74
29/03/2017	EF051492	CORE GEOPHYSICS PTY LTD	MAPPING SERVICES - BUSSELTON GROUNDWATER	11,660.00
29/03/2017	EF051493	COMSPUS	TELECOMMUNICATIONS AUDIT	1,650.00
29/03/2017	EF051494	VACUUM WORLD SALES AND SERVICE	PLANT PURCHASES / SERVICES / PARTS	89.30
29/03/2017	EF051495	SORCHA GILLEN	STAFF REIMBURSEMENT - POLICE CLEARANCE	52.60
29/03/2017	EF051496	ROB PENFOLD	STAFF REIMBURSEMENT - PRE EMPLOYMENT MEDICAL	156.20
29/03/2017	EF051497	THEODORUS BRUGMAN	STAFF REIMBURSEMENT - POLICE CLEARANCE	52.60
29/03/2017	EF051498	ANNETTE & ROBERT COOPER	KOOKABURRA REFUND FEE	231.00
29/03/2017	EF051499	ARROW BRONZE	PLAQUES SUPPLIER - RAILWAY HOUSE	559.13
29/03/2017	EF051500	J D'AGOSTINO & S LUFF ARCHITECTS	ARCHITECTURAL SERVICES - YOUTH BUILDING	1,980.00
29/03/2017	EF051501	PK COURIERS	COURIER SERVICES	563.20
29/03/2017	EF051502	DOTS POTS & OFFICE FURNITURE	OFFICE FURNITURE SUPPLIER - DUNSB. LIBRARY	418.00
29/03/2017	EF051503	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	547.50
29/03/2017	EF051504	BELL FIRE EQUIPMENT CO	FIRE EQUIPMENT SERVICES	846.09
29/03/2017	EF051505	GILS MOWING	MAINTENANCE SERVICES - AGED HOUSING	2,835.00
29/03/2017	EF051506	BOC GASES AUSTRALIA LTD	GAS SERVICES	38.22
29/03/2017	EF051507	CJD EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	954.10
29/03/2017	EF051508	COMMERCIAL CLEANING EQUIPMENT	CLEANING EQUIPMENT SUPPLIER - GLC & NCC	407.60
29/03/2017	EF051509	WOOD & GRIEVE ENGINEERS	CONSULTANCY SERVICES - TOM CULLITY DRIVE & CARTER RD DESIGN	33,423.50
29/03/2017	EF051510	DAVID GRAY & CO	GARBAGE BINS & PARTS SUPPLIER	138.82
29/03/2017	EF051511	FENNESSY'S	VEHICLE PURCHASES / SERVICES / PARTS	677.09
29/03/2017	EF051512	FTE ENGINEERING	MAINTENANCE & WELDING SERVICES - VARIOUS	1,966.97

29/03/2017	EF051513	GROCKOCK GLASS	GLASS WORK SERVICES - BSN CEMETERY CHAPEL & REACTIVE REPAIRS	4,899.00
29/03/2017	EF051514	GEOGRAPHE TIMBER & HARDWARE	HARDWARE SUPPLIES	471.39
29/03/2017	EF051515	SOUTHERN LOCK & SECURITY	SECURITY SERVICES	179.00
29/03/2017	EF051516	JASON SIGNMAKERS	SIGNAGE SUPPLIES	858.00
29/03/2017	EF051517	T J DEPIAZZI & SONS	MULCH SUPPLY - DEPOT STOCK	917.07
29/03/2017	EF051518	DUCHESS MEDICAL PRACTICE	MEDICAL SERVICES	258.30
29/03/2017	EF051519	B & J CATALANO PTY LTD	CRUSHED GRAVEL SUPPLY - ROE TCE	11,317.07
29/03/2017	EF051520	HOLCIM (AUSTRALIA) PTY LTD T/A HUMES	CONCRETE PIPE SUPPLY - VARIOUS WORKS	34,012.40
29/03/2017	EF051521	MALATESTA ROAD PAVING & HOTMIX	ROAD HOTMIX / PAVING SERVICES - VARIOUS	161,643.79
29/03/2017	EF051522	BUCHER MUNICIPAL PTY LTD	ENGINEERING - PLANT SPARES & SERVICING	6,103.46
29/03/2017	EF051523	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	1,249.80
29/03/2017	EF051524	ROYAL LIFE SAVING SOCIETY - AUSTRALIA	GLC SUPPLIES - LANYARDS	323.40
29/03/2017	EF051525	BUSSELTON HOME TIMBER & HARDWARE	HARDWARE & TOOL SUPPLIES - GENERAL	4,241.92
29/03/2017	EF051526	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	2,757.56
29/03/2017	EF051527	RAECO INTERNATIONAL PTY LTD	LIBRARY RESOURCES	118.80
29/03/2017	EF051528	DELRON CLEANING BUSSELTON	PUBLIC BBQ CLEANING - VARIOUS LOCATIONS	19,482.77
29/03/2017	EF051529	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	806.40
29/03/2017	EF051530	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES - VARIOUS WORKS & FOOTPATHS	30,053.77
29/03/2017	EF051531	WESTERN POWER CORPORATION	ELECTRICAL SERVICES - STREETLIGHTING UPGRADES	2,302.00
29/03/2017	EF051532	SOUTH WEST MACHINING CENTRE	FABRICATION SERVICES - LIGHTING TEMPLATES & BALLAARAT REFURB	4,208.57
29/03/2017	EF051533	ERS AUSTRALIA PTY LTD	MAINTENANCE PARTS WASHER	903.10
29/03/2017	EF051534	BUSSELTON RETRAVISION	ELECTRICAL GOODS - I.T.	39.95
29/03/2017	EF051535	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY RESOURCES - FREIGHT FOR INTER LIBRARY LOANS	3,576.45
29/03/2017	EF051536	PENDREY AGENCIES P/L	CHEMICAL / RURAL SUPPLIES	2,065.03
29/03/2017	EF051537	J A HOBSON'S	OFFICE FURNITURE SUPPLIER - ARTGEO	158.00
29/03/2017	EF051538	STAPLES AUSTRALIA PTY LTD	STATIONERY SUPPLIER	761.11
29/03/2017	EF051539	GALVINS PLUMBING PLUS	PLUMBING SERVICES - CHURCHILL PARK CARPARK WORKS	1,100.00
29/03/2017	EF051540	BUSSELTON MOTORS (MITSUBISHI/MAZDA)	VEHICLE PURCHASES / SERVICES / PARTS	1,775.91
29/03/2017	EF051541	BUNBURY PLASTICS	FABRICATION SERVICES - ARTGEO DISPLAYS	950.40
29/03/2017	EF051542	COURIER AUSTRALIA	COURIER SERVICES	472.17
29/03/2017	EF051543	THINK WATER DUNSBOROUGH	RETICULATION & PUMP SERVICE / PURCHASES - VARIOUS	7,907.73
29/03/2017	EF051544	DUNSBOROUGH BOBCAT SERVICE	EARTHMOVING / BOBCAT HIRE - VARIOUS	15,543.00
29/03/2017	EF051545	JACKSON'S DRAWING SUPPLIES	ART EQUIPMENT SUPPLIES - ARTGEO WORKSHOP	270.40
29/03/2017	EF051546	JUMOR WASTE WATER	WASTE MANAGEMENT SERVICES	642.50
29/03/2017	EF051547	PRO-LINE KERBING	KERBING SERVICES - VARIOUS LOCATIONS	69,861.33
29/03/2017	EF051548	AUSTRALIA POST	POSTAL SERVICE	3,301.68
29/03/2017	EF051549	ROD'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	764.57
29/03/2017	EF051550	OTIS ELEVATOR COMPANY PTY LTD	ELEVATOR SERVICES - CRC	1,421.75
29/03/2017	EF051551	SW PRECISION PRINT	PRINTING SERVICES - VARIOUS	2,505.00
29/03/2017	EF051552	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	281.38
29/03/2017	EF051553	SOUTH WEST ISUZU	PLANT PURCHASES / SERVICES / PARTS	1,157.69

29/03/2017	EF051554	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	2,465.00
29/03/2017	EF051555	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	30.39
29/03/2017	EF051556	ACTIV FOUNDATION INC	MAINTENANCE SERVICES - RESERVES, SHREDDING SERVICES	27,195.30
29/03/2017	EF051557	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES - VARIOUS	15,427.55
29/03/2017	EF051558	WEST OZ LINEMARKING	LINE MARKING SERVICES	1,147.30
29/03/2017	EF051559	ALL BUSSELTON GAS & PLUMBING SERVICE	PLUMBING SERVICES - AGED HOUSING	391.80
29/03/2017	EF051560	MILDWATERS ELECTRICAL	ELECTRICAL SERVICES	298.64
29/03/2017	EF051561	DUNSBOROUGH & DISTRICT COUNTRY CLUB	GRANT FUNDING - 2017 DOWN SOUTH MTB FESTIVAL	8,800.00
29/03/2017	EF051562	CCH AUSTRALIA LIMITED	PUBLICATION SUPPLIER	171.08
29/03/2017	EF051563	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	9,212.93
29/03/2017	EF051564	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	2,619.40
29/03/2017	EF051565	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	813.42
29/03/2017	EF051566	B & B STREET SWEEPING	STREET SWEEPING SERVICE	94,977.30
29/03/2017	EF051567	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	9,539.35
29/03/2017	EF051568	AMITY SIGNS	SIGNAGE SERVICES	135.30
29/03/2017	EF051569	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	FIRE AND EMERGENCY SERVICES LEVY 2016/17 QTR 3	599,184.65
29/03/2017	EF051570	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES - VARIOUS	8,544.08
29/03/2017	EF051571	BRAD SCOTT ELECTRICS	ELECTRICAL SERVICES - VARIOUS	76,779.80
29/03/2017	EF051572	KLEENHEAT GAS	GAS SERVICES	724.87
29/03/2017	EF051573	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	2,804.33
29/03/2017	EF051574	BSO DEVELOPMENT CONSULTANTS	CONSULTANCY SERVICES - BUTTER FACTORY SITE SURVEY	1,350.00
29/03/2017	EF051575	RUBEK AUTOMATIC DOORS	AUTOMATIC DOOR SERVICES - BSN LIBRARY	242.00
29/03/2017	EF051576	BUSSELTON AND SUGITO SISTER CITIES ASSOCIATION	SISTER CITY 20TH ANNIVERSARY CELEBRATIONS	10,000.00
29/03/2017	EF051577	W A TREASURY CORPORATION	LOAN REPAYMENTS	791,256.78
29/03/2017	EF051578	OCLC (UK) LTD	SOFTWARE SERVICES - LIBRARY MANAGEMENT SYSTEM	8,272.00
29/03/2017	EF051579	CAMPBELLS	GLC KIOSK PURCHASES	387.43
29/03/2017	EF051580	M & B SALES	HARDWARE SUPPLIES	296.45
29/03/2017	EF051581	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	21,874.45
29/03/2017	EF051582	BRAD GOODE	HERITAGE MONITORING - LOU WESTON OVAL FOOTPATH CONSTRUCTION	1,770.12
29/03/2017	EF051583	BUSSELTON HORSE & PONY CLUB	KIDSPORT VOUCHER	200.00
29/03/2017	EF051584	IPWEA-WA	MEMBERSHIP FEES	1,287.00
29/03/2017	EF051585	ANIMAL CARE EQUIP & SERVICES AUST P/L	ANIMAL SUPPLIES - DOG TIDY BAGS	3,856.85
29/03/2017	EF051586	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	57.20
29/03/2017	EF051587	SIGMA COMPANIES GROUP PTY LTD	POOL CHEMICALS - GLC	81.68
29/03/2017	EF051588	MINTER ELLISON LAWYERS	LEGAL SERVICES - EMPLOYMENT ADVICE	2,815.45
29/03/2017	EF051589	BUSSELTON PRINT IT	PRINTING SERVICES - BUSSELTON FRINGE FESTIVAL	600.00
29/03/2017	EF051590	TECHNOLOGY ONE LIMITED	SOFTWARE SERVICES & CONSULTANCY	5,903.70
29/03/2017	EF051591	SOUTHERN MACHINING & MAINTENANCE	PLANT MAINTENANCE SERVICES	696.19
29/03/2017	EF051592	SHENTON ENTERPRISES	POOL SERVICES - GLC	142.70
29/03/2017	EF051593	SOILS AINT SOILS	NURSERY SUPPLIES	77.85
29/03/2017	EF051594	BUSSELTON SWIMMING CLUB	KIDSPORT VOUCHERS	200.00

29/03/2017	EF051595	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	695.20
29/03/2017	EF051596	EARTH 2 OCEAN COMMUNICATIONS VICMAR	COMMUNICATION SERVICES - TWO WAY RADIO INSTALLATION & REPAIRS	3,002.05
29/03/2017	EF051597	HITACHI CONSTRUCTION MACHINERY	PLANT PURCHASES / SERVICES / PARTS	352,000.00
29/03/2017	EF051598	FLOWERS ON PRINCE	FLOWERS AND GIFTS	280.00
29/03/2017	EF051599	BUNBURY HIAB AND TILTRAY (HOTMAC GOLD PTY LTD T/A	TILT TRAY SERVICES	968.00
29/03/2017	EF051600	DUNSBOROUGH & DISTRICTS PROGRESS ASSOC INC.	GRAND FUNDING - 2017 DUNSBOROUGH ARTS FESTIVAL	12,100.00
29/03/2017	EF051601	JACK IN THE BOX CORPORATION PTY LTD	MARKETING/DESIGN SERVICES - ECONOMIC DEVELOPMENT STRATEGY	1,699.51
29/03/2017	EF051602	MALCOLM THOMPSON PUMPS	PUMP PARTS / REPAIR SERVICES	3,483.86
29/03/2017	EF051603	TYREPOWER BUSSELTON	PLANT TYRE SUPPLIER / REPAIRER	1,475.00
29/03/2017	EF051604	AUTO ONE	PLANT PURCHASES / SERVICES / PARTS	2,716.74
29/03/2017	EF051605	RICOH BUSINESS CENTRE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING & MAINTENANCE	13,493.37
29/03/2017	EF051606	AUSTRALIAN INSTITUTE OF MANAGEMENT	TRAINING SERVICES	1,088.00
29/03/2017	EF051607	WREN OIL	WASTE OIL SERVICES	668.25
29/03/2017	EF051608	SUEZ RECYCLING & RECOVERY PTY LTD	WASTE MANAGEMENT SERVICES	6,802.43
29/03/2017	EF051609	CAPE CELLARS BUSSELTON	COUNCIL, ATRGEO & GENERAL MEETING REFRESHMENTS	1,054.59
29/03/2017	EF051610	SPORTSWORLD OF WA	PRO SHOP SUPPLIES - GLC	1,328.80
29/03/2017	EF051611	GLOBE SIGN CO.	SIGNAGE SERVICES	418.00
29/03/2017	EF051612	VM VISIMAX	FIRE EQUIPMENT SUPPLIER - FIRE GLOVES	1,323.10
29/03/2017	EF051613	LAMANNA COMMERCIAL PLUMBING & DRAINAGE	EXCAVATOR HIRE - WINDLEMERE ESTATE	12,672.00
29/03/2017	EF051614	BURKE AIR	AIR CONDITIONING SERVICES - VARIOUS	11,971.59
29/03/2017	EF051615	COCA COLA - AMATIL PTY LTD	GLC KIOSK PURCHASES	2,830.00
29/03/2017	EF051616	LEO TSAKNIS, BARRISTER	LEGAL SERVICES - SUPREME COURT LEGAL COUNSEL	20,900.00
29/03/2017	EF051617	LOCK AROUND THE CLOCK	LOCKSMITH SERVICES - UNDERWATER OBSERVATORY & GENERAL	3,338.20
29/03/2017	EF051618	LEEUEWIN TRANSPORT	COURIER SERVICES	1,581.09
29/03/2017	EF051619	FOXTEL CABLE TELEVISION PTY LTD	CABLE TV SUBSCRIPTION - GLC	210.00
29/03/2017	EF051620	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT SUPPLIER - GLC	225.00
29/03/2017	EF051621	GRASSIAS TURF MANAGEMENT	CRICKET PITCH MANAGEMENT SERVICES - BOVELL & BARNARD PARKS	3,680.41
29/03/2017	EF051622	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	2,141.60
29/03/2017	EF051623	SAFE & SURE SECURITY PTY LTD	SECURITY SERVICES - ALARM OCCURRENCES	1,210.00
29/03/2017	EF051624	STRATAGREEN	NURSERY SUPPLIES	686.09
29/03/2017	EF051625	MUSEUMS AUSTRALIA	MEMBERSHIP - ARTGEO	235.00
29/03/2017	EF051626	AERODROME MANAGEMENT SERVICES PTY LTD	AIR SERVICES	210.00
29/03/2017	EF051627	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES - VARIOUS LOCATIONS	33,073.84
29/03/2017	EF051628	PLAYRIGHT AUSTRALIA PTY LTD	PLAYGROUND EQUIPMENT - PARTS/MAINTENANCE	176.00
29/03/2017	EF051629	DIRECT DEMOLITION	ASBESTOS DISPOSAL SERVICES	550.00
29/03/2017	EF051630	DIEBACK TREATMENT SERVICES	DIEBACK TREATMENT SERVICES - MEELUP REGIONAL PARK	17,347.00
29/03/2017	EF051631	BDA TREE LOPPING	TREE LOPPING SERVICES - METRICUP RD, KALOORUP RD, VARIOUS VERGES	100,474.00
29/03/2017	EF051632	BAY CABINETS	FURNITURE PRODUCT SUPPLIER - DEPOT PIDGEON HOLES & GLC DESK	891.00
29/03/2017	EF051633	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES - FEBRUARY 2017	6,174.28
29/03/2017	EF051634	DOOR HARDWARE SOLUTIONS	DOOR HARDWARE SUPPLIES	434.56
29/03/2017	EF051635	ALLOY & STAINLESS PRODUCTS PTY LTD	PLANT PURCHASES / SERVICES / PARTS	4,781.96

29/03/2017	EF051636	TILTFORCE TRANSPORT	TILT TRAY SERVICES	242.00
29/03/2017	EF051637	AMBERGATE PLUMBING	PLUMBING SERVICES - VARIOUS	7,511.45
29/03/2017	EF051638	JUICE PRINT	PRINTING SERVICES - FRINGE FESTIVAL T-SHIRTS	1,435.20
29/03/2017	EF051639	ALLEASING PTY LTD	PHOTOCOPIER LEASING PAYMENTS	440.85
29/03/2017	EF051640	FENCING SOLUTIONS	FENCE REPAIRS - BUSSELTON DEPOT	630.00
29/03/2017	EF051641	TRADE SALES	PLANT PURCHASES / SERVICES / PARTS	858.00
29/03/2017	EF051642	BROADWATER BRICK PAVING	PAVING SERVICES	550.00
29/03/2017	EF051643	PHONOGRAPHIC PERFORMANCE CO. OF AUST. LTD.	LICENCE RENEWALS - COURTHOUSE GALLERY	155.92
29/03/2017	EF051644	FIRST CAPE NATURALISTE SCOUT GROUP	KIDSPORT VOUCHERS	200.00
29/03/2017	EF051645	DUNSBOROUGH BAY YACHT CLUB	KIDSPORT VOUCHERS	200.00
29/03/2017	EF051646	BEACHSIDE BUILDING & MAINTENANCE	PAINTING SERVICES - GLC	9,263.00
29/03/2017	EF051647	ASCENT ENGINEERING PTY LTD	ENGINEERING SERVICES - VALLEY RD DRAINAGE	4,400.00
29/03/2017	EF051648	SHORE COASTAL PTY LTD	COASTAL CONSULTANCY SERVICES - VARIOUS	27,280.00
29/03/2017	EF051649	HART SPORT	SPORT EQUIPMENT SUPPLIER - GLC	40.00
29/03/2017	EF051650	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	70.65
29/03/2017	EF051651	APRA LIMITED	LICENCE RENEWALS	335.66
29/03/2017	EF051652	HIP POCKET WORK WEAR AND SAFETY	UNIFORMS & PROTECTIVE CLOTHING	2,096.20
29/03/2017	EF051653	NEVERFAIL SPRINGWATER LTD	WATER REFILL SERVICE - DUNS WASTE FACILITY	398.70
29/03/2017	EF051654	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	3,938.20
29/03/2017	EF051655	T-QUIP	MOWER PARTS & SERVICE	595.85
29/03/2017	EF051656	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA DIV)	TRAINING SERVICES	1,625.00
29/03/2017	EF051657	BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	260.00
29/03/2017	EF051658	CELIA CLARE	PROFESSIONAL FEES - MERCHANDISING CONCEPTS ARTGEO	500.00
29/03/2017	EF051659	BGC CONSTRUCTION PTY LTD	CONSTRUCTION SERVICES - ADMIN BUILDING	1,481,018.99
30/03/2017	EF051660	HIF	HEALTH INSURANCE	215.55
30/03/2017	EF051661	PAY-PLAN PTY LTD	SALARY PACKAGING	18,193.40
30/03/2017	EF051662	RENTAL MANAGEMENT AUSTRALIA PTY LTD	RENTAL LEASE AGREEMENT	800.00
30/03/2017	EF051663	GR & LC CHRISTIAN	RENTAL LEASE AGREEMENT	1,200.00
30/03/2017	EF051664	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	195,773.92
30/03/2017	EF051665	AUSTRALIAN SERVICES UNION	UNION FEES	79.05
30/03/2017	EF051666	HBF HEALTH LIMITED	MEDICAL INSURANCE	489.35
30/03/2017	EF051667	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	317.76
30/03/2017	EF051668	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	778.13
30/03/2017	EF051669	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	186.00
30/03/2017	EF051670	STAFF CHRISTMAS CLUB	PAYROLL DEDUCTIONS	3,907.18
30/03/2017	EF051671	CLICKSUPER	SUPERANNUATION	155,852.13
31/03/2017	EF051672	CR. G BLEECHMORE	COUNCILLOR REIMBURSEMENT	227.39
31/03/2017	EF051673	C & S FERAL PEST SERVICES	PEST CONTROL SERVICES	672.00
31/03/2017	EF051674	PENNY CROWLEY	STAFF REIMBURSEMENT - TRAINING EXPENSES	1,256.45
31/03/2017	EF051675	DEB HOLDEN	STAFF REIMBURSEMENT - HOSPITALITY EQUIPMENT	77.98
31/03/2017	EF051676	MARY EVERUSS	STAFF REIMBURSEMENT - GLC FRONT COUNTER EQUIPMENT	220.00

31/03/2017	EF051677	BOB BRUCE DESIGN	ARCHITECTURAL DESIGN & DOCUMENTATION - MILNE ST PAVILLION	1,452.00
31/03/2017	EF051678	ALINTA ENERGY	ELECTRICITY SUPPLIES	41,419.33
31/03/2017	EF051679	DEBBIE MORGAN	ART SALES	31.50
31/03/2017	EF051680	ERIC VANDER WACHT	REFUND OF ANIMAL TRAP BOND	100.00
31/03/2017	EF051681	J & P WHALEN	KOOKABURRA REFUND FEE	192.50
31/03/2017	EF051682	KATIE HAWES	REFUND WEDDING BOOKING FEE - CANCELLED	79.50
31/03/2017	EF051683	ERS AUSTRALIA PTY LTD	MAINTENANCE PARTS WASHER	903.10
31/03/2017	EF051684	COLES	COUNCIL, STAFF & GLC REFRESHMENTS	398.73
31/03/2017	EF051685	BAREFOOT BOOKS	LIBRARY RESOURCES	539.02
				<u>12,640,168.66</u>

**INTERNAL PAYMENT VOUCHERS - MARCH 2017**

Date	IP VOUCHER	Name	Description	Amount
7/03/2017	DD003037	CALTEX AUSTRALIA PETROLEUM PTY LTD	FUEL SERVICES	56,957.26
1/03/2017	DD003038	PAY 18	FORTNIGHTLY PAY	687,215.11
27/02/2017	DD003039	ANZ BANK - VISA CARD	CREDIT CARD PAYMENT\$ 8849.19	
	DD003039	FACEBOOK	ADVERTISING - GLC	77.27
	DD003039	FACEBOOK	ADVERTISING - GLC	128.72
	DD003039	SURVEY MONKEY	BUSSELTON LIBRARY SURVEY SUBSCRIPTION SERVICE	30.75
	DD003039	CITY OF PERTH	PARKING - TRAINING SEMINAR	21.82
	DD003039	RLSSWA MT CLAREMONT	TRAINING SERVICES	1,035.00
	DD003039	WILSON PARKING	PARKING - MEETING	48.00
	DD003039	WILSON PARKING, PERTH	PARKING - MEETING	32.26
	DD003039	NOTEMAKER	LIBRARY RESOURCES	157.18
	DD003039	ETRAINU-CHALLENGE AUST	TRAINING SERVICES	376.00
	DD003039	RENDEZVOUS HOTEL PERTH	AMMOMODATION - TRAINING	255.00
	DD003039	CITY OF PERTH CAR PARK	PARKING - MEETING	17.57
	DD003039	CLOUDPRESS	WEBSITE SECULRITY SUBSCRIPTION - BUSSELTON LIBRARY	99.00
	DD003039	EPSON AUSTRALIA	PRINTER - RANGERS	478.00
	DD003039	APPLE ITUNES	ICLOUD STORAGE D/DEBIT	4.49
	DD003039	CLOUDPRESS	WEBSITE HOSTING FEE - BUSSELTON LIBRARY	1,188.00
	DD003039	PAYPAL *MINI MAC	MICROPHONE COVERS	88.89
	DD003039	EQUINOX CAFÉ	MEETING - STAFF FAREWELL	77.50
	DD003039	ARAVINA ESTATE YALLINGUP	MEETING - AIRPORT DISCUSSION	35.00
	DD003039	ARAVINA ESTATE YALLINGUP	MEETING - AIRPORT DISCUSSION	35.00
	DD003039	AL FORNO, BUSSELTON	MEETING EXPENSES - PARTY POSITION MEETING	84.50
	DD003039	BUNKERS BEACH CAFÉ	MEETING - CAPE ROC	115.85
	DD003039	THE PENINSULA, SOUTH PERTH	ACCOMODATION - VEHICLE REPAIRS	179.00
	DD003039	TRAVEL INSURANCE DIRECT	CEO TRAVEL INSURANCE	575.00
	DD003039	iSTOCK	STOCK IMAGES - ADMIN BUILDING MEDIA	40.59
	DD003039	KINGS PERTH HOTEL	ACCOMODATION - SAT HEARING	168.36

	DD003039	KINGS PERTH HOTEL	ACCOMODATION - SAT HEARING	15.18
	DD003039	WILSON PARKING	PARKING - SAT HEARING	72.57
	DD003039	ST JOHN AMBULANCE	AMBULANCE CALL OUT - EMPLOYEE	932.00
	DD003039	THE FIRESTATION, BUSSELTON	EMPLOYEE MEAL EXPENSES - CARD USED IN ERROR, REIMBURSED CITY	20.00
	DD003039	QANTAS AIRWAYS	AUSTRALIAN COASTAL COUNCIL CONFERENCE ATTENDANCE EXPENSES	806.36
	DD003039	REDCLIFFE TRAVEL	AUSTRALIAN COASTAL COUNCIL CONFERENCE ATTENDANCE EXPENSES	672.87
	DD003039	WILSON PARKING	PARKING - MEETING ATTENDANCE	30.24
	DD003039	EVENT & CONFERENCE CO OP	TRAINING SERVICES	654.68
	DD003039	ENABLE SOUTHWEST INC	TRAINING PUBLICATIONS	20.00
	DD003039	SAI GLOBAL LTD	SAFETY SIGNS	158.88
	DD003039	BANK FEES	FEBRUARY 2016 VISA CARD FEES	117.66
15/03/2017	DD003040	PAY 19	FORTNIGHTLY PAY	688,935.08
1/03/2017	DD003041	COMMONWEALTH BANK	BANK FEES	1,761.80
1/03/2017	DD003042	ANZ BANK	BANK FEES	5,850.76
1/03/2017	DD003043	DJ RALPH	CORRECTION OF BPAY PAYMENT - CANCELLED HOLIDAY HOME APP. FEE	354.00
1/03/2017	DD003044	LES MILLS ASIA PACIFIC	CONTRACT PROGRAM FEES - GLC	735.21
1/03/2017	DD003045	LES MILLS ASIA PACIFIC	CONTRACT PROGRAM FEES - NCC	551.41
1/03/2017	DD003046	ANZ BANK	BANK FEES	16.03
6/03/2017	DD003047	AL BROWN	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	1,472.09
6/03/2017	DD003048	ANZ BANK	BANK FEES	261.83
6/03/2017	DD003049	ANZ BANK	BANK FEES	123.86
6/03/2017	DD003050	GE, S & TJ MASON	CORRECTION OF BPAY PAYMENT - DEVELOPMENT APP. CANCELLED	409.00
6/03/2017	DD003051	VENTURA HOME GROUP	CORRECTION OF BPAY PAYMENT - DEVELOPMENT APP. CANCELLED	989.68
14/03/2017	DD003052	CL MADDEN	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	439.00
15/03/2017	DD003053	SCOTSVALE PTY LTD	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	1,633.00
15/03/2017	DD003054	COMMONWEALTH BANK	BANK FEES	217.60
15/03/2017	DD003055	ARNOLD SCHIEBAAN BUILDING DESIGN	CORRECTION OF BPAY PAYMENT - DEVELOPMENT APP. INCORRECT CHARGES	1,600.00
15/03/2017	DD003056	ANZ BANK	BANK FEES	2,782.02
20/03/2017	DD003057	SE O'CONNOR	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	2,158.08
21/03/2017	DD003058	PM DALE PTY LTD	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	1,788.12
21/03/2017	DD003059	FLEXIRENT CAPITAL PTY LTD	LEASING PAYMENTS - BUSSELTON LIBRARY COFFEE MACHINE	237.80
21/03/2017	DD003060	FLEXIRENT CAPITAL PTY LTD	LEASING PAYMENTS - DUNSB. LIBRARY COFFEE MACHINE	220.02
21/03/2017	DD003061	CAPE SHADES	CORRECTION OF BPAY PAYMENT - DEVELOPMENT APP. OVERPAYMENT	261.00
21/03/2017	DD003062	A PLUMMER	CORRECTION OF BPAY PAYMENT - DEVELOPMENT APP. CANCELLED	114.00
24/03/2017	DD003063	PINDAN REALTY	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	7,392.63
24/03/2017	DD003064	DUNSBOROUGH SETTLEMENTS	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	4,246.16
24/03/2017	DD003065	SP ROWELL & EA CALDER	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	1,832.26
24/03/2017	DD003066	AR BISHOP	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	643.30
24/03/2017	DD003067	CAPE SETTLEMENTS	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	1,773.00
24/03/2017	DD003068	PJ & BJ OATES	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	477.00
24/03/2017	DD003069	OFFICE OF STATE REVENUE	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	1,132.80

29/03/2017	DD003070	PAY 20	FORTNIGHTLY PAY	678,742.85
29/03/2017	DD003071	JC RIDOUT & W HINES	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	718.00
29/03/2017	DD003072	BC CUTHBERT	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	470.00
29/03/2017	DD003073	JR HART	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	456.00
29/03/2017	DD003074	T WHITELAW & TJ MCGANN	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	399.80
29/03/2017	DD003075	P & M RETIREMENT FINANCE P/L	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	378.73
29/03/2017	DD003076	MA & AW SMITH	CORRECTION OF BPOINT PAYMENT - REFUND RATE OVERPAYMENT	650.00
29/03/2017	DD003077	MONKMAN HOLDINGS PTY LTD	CORRECTION OF BPOINT PAYMENT - DEVEOPMENT APP. PAYMENT ERROR	409.00
29/03/2017	DD003078	JM HOUSE & DJ STREET	CORRECTION OF BPOINT PAYMENT - REFUND RATE OVERPAYMENT	981.07
31/03/2017	DD003079	MA ABDO	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	662.32
31/03/2017	DD003080	DW & J ANDERSON	CORRECTION OF BPAY PAYMENT - REFUND RATE OVERPAYMENT	514.00
31/03/2017	DD003081	ANZ BANK	BANK FEES	30.00
				<u>2,167,841.87</u>

**TRUST ACCOUNT - MARCH 2017**

Date	TRUST CHQ	Name	Description	Amount
13/03/2017	007323	CAPE SHADES	BUILDING SERVICES LEVY REFUND - BUILDING APPLICATION CANCELLED	61.65
13/03/2017	007324	BUSSELTON SHEDS PLUS	BUILDING SERVICES LEVY REFUND - BUILDING APPLICATION CANCELLED	68.50
13/03/2017	007325	DM IRESON & SJ WRIGHT	BUILDING SERVICES LEVY REFUND - BUILDING APPLICATION CANCELLED	61.65
13/03/2017	007326	CANCELLED	PROCESSING ERROR - CANCELLED	0.00
13/03/2017	007327	BEN TARBOTTON BUILDING COMPANY	CTF LEVY REFUND - BUILDING APPLICATION CANCELLED	100.00
14/03/2017	007328	VENTURA HOME GROUP PTY LTD	BUILDING SERVICES LEVY REFUND - BUILDING APPLICATION CANCELLED	307.41
16/03/2017	007329	DEPARTMENT OF COMMERCE, BUILDING COMMISSION	REGISTRATIONS / LEVY PAYMENTS	42,254.75
16/03/2017	007330	CONSTRUCTION TRAINING FUND	BCITF LEVY	16,482.84
16/03/2017	007331	CITY OF BUSSELTON	CTF & BSL LEVY COMMISSION	660.50
				<u>59,997.30</u>



10.7 Finance Committee - 9/05/2017 - GEOGRAPHE LEISURE CENTRE SUNDRY DEBTOR WRITE-OFF

<b>SUBJECT INDEX:</b>	Geographe Leisure Centre Leases
<b>STRATEGIC OBJECTIVE:</b>	Assets are well maintained and responsibly managed.
<b>BUSINESS UNIT:</b>	Community Services
<b>ACTIVITY UNIT:</b>	Geographe Leisure Centre
<b>REPORTING OFFICER:</b>	Manager, Community Services - Maxine Palmer
<b>AUTHORISING OFFICER:</b>	Director, Community and Commercial Services - Naomi Searle
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	Nil

**This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.**

### **PRÉCIS**

This report recommends write-off of unpaid sundry debtor invoices totalling \$13,494.10 (GST inclusive). This debt was incurred by the previous Lessees of the Appleshak Café at the Geographe Leisure Centre (GLC) for unpaid rent for the period 18 August 2015 to 17 January 2016.

### **BACKGROUND**

On 18 April 2015, Council resolved (C1504/088):

*That the Council authorises the CEO to enter into a lease, subject to the Minister for Lands approval, with Patricia Schreuder and Allan Schreuder for the purposes of a cafe business within the Geographe Leisure Centre on a portion of Lot 300 in Reserve 29933. The terms and conditions of the lease to be in accordance with standard commercial lease terms and in particular:*

- a) The term of the Lease will be five (5) years with a further two (2) five (5) year options and commences on 18 May 2015;*
- b) The rent to commence at \$34,891.92 per annum inclusive of GST and outgoings to be paid monthly in advance and increased annually by Consumer Price Index (CPI);*
- c) The provision of a rent free period of two (2) months from commencement of the lease.*

On 9 December 2015, Council was briefed on a breach of the Lease with Patricia and Allan Schreuder. A potential Deed of Assignment proposed by the Lessees was investigated but it transpired that the proposed assignee was unable to provide sufficient information to evidence they could meet the financial obligations of the Lease.

The Lessees requested a termination of the Lease and indicated they would like to enter into an arrangement with the City regarding repayment of the rent arrears. An agreement to terminate was eventually signed on 4 January 2016. The Lessee's operations wound down and ceased on 8 January and the lease terminated on 9 January 2016. On 14 January 2016, to ensure the continued provision of a café facility at the GLC, the GLC commenced operating its own café service.

A total of \$13,694 was owing in rent from the café. The Agreement to Terminate contained a repayment plan for this money to be repaid over a period of approximately 18 months. The first payment was due on 22 January 2016. This was not received. At the Lesse's request a Deed of Amendment was negotiated spreading the repayments over a longer period. The first payment was due 11 March 2016. The Deed of Amendment was never signed and no payments were made. The City appointed a Lawyer to recover the debt in full. A letter was sent on 3 May 2016 instructing that full payment be made by attending the office of the City of on or before 4:00pm 11 May 2016,

or legal action would be taken including a claim for additional costs and interest. The payment was not made.

Further action by the Lawyers resulted in a commitment by the Lessee's to repay the debt in payments of \$50 a fortnight. In September 2016, after paying four (4) instalments, the arrangement was cancelled. The City's Lawyer was then re-engaged.

On 23 March 2017 the City received notice from the Lawyer of a Notice of Bankruptcy Petition. The Petitions required the City to cease all debt recovery action

## **STATUTORY ENVIRONMENT**

Section 6.12 of the Local Government Act 1995 provides that a Local Government may by way of an absolute majority resolution; write off any amount of money.

## **RELEVANT PLANS AND POLICIES**

There are no relevant plans or policy implications associated with the recommendations in this report.

## **FINANCIAL IMPLICATIONS**

The write-off of Sundry Debtors Invoices totalling \$13,494, (GST inclusive) will have a negative impact on Council's projected surplus closing position as at 30 June 2017, with this in mind the Officer notes the following:

The Officer notes that the report titled "ANNUAL BUDGET REVIEW – PERIOD ENDING 31 MARCH 2017", included in this Agenda, contains the following comment from the Manager of Financial Services *"Current projections indicate a potential surplus closing position as at 30 June 2017, in the order of approximately +\$483k (exclusive of carry forwards)."*

### **Long-term Financial Plan Implications**

Nil

## **STRATEGIC COMMUNITY OBJECTIVES**

The report and officer recommendation is consistent with Council's adopted Strategic Plan Objectives and Goals in particular Key Goal Area 6 "A council that engages with its community and makes responsible decisions, respecting community needs and aspirations."

## **RISK ASSESSMENT**

An assessment of the potential implications of implementing the officer recommendations has been undertaken using the City's risk assessment framework. The officer recommendation is considered to be "low" risk.

## **CONSULTATION**

Not applicable.

## **OFFICER COMMENT**

After a two (2) month period rent free to support the establishment of the Lessee's new café enterprise, the Appleshak Café, the Lessees made one month's rental payment. The Lease was

agreed to be terminated, at the Lessees request and three repayment plans were subsequently agreed which resulted in just four payments of \$50 each (total of \$200). The City has spent approximately \$800 in legal expenses plus extensive Officer time over an eighteen (18) month period pursuing the debt of \$13,494.

The disclosed creditor list on the Notifications of Bankruptcy show a total debt of \$105,089 and over twenty (20) other creditors. The Notice requires “all unsecured creditors to stop debt recovery action.”

## **CONCLUSION**

Officers recommend the write-off of all sundry debtor invoices to Patricia and Allan Schreuder for the Appleshak Café totalling \$13,494, (GST inclusive). All due processes were followed to obtain payment and debts are considered unrecoverable.

## **OPTIONS**

Council could consider an option to prove the debt in the bankruptcy proceedings. This would only be worth doing if there was a possibility of recovering assets in the future that would mean that unsecured creditors like the City received a share that may pay off at least part of what is owed. Given the total creditor debt of \$105,089, the extent of action taken to date and the further Officer time and costs involved in pursuing the debt, Officers do not recommend this course of action.

## **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The City’s accounts will be adjusted to reflect the written off value as soon as practicable following the Council’s decision.

## **COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

### **ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That Council authorise the write-off of all unpaid Sundry Debtors Invoices to Patricia and Allan Schreuder for the Appleshak Cafe, totalling \$13,494, (GST inclusive)

**10.8      Finance Committee - 9/05/2017 - BUDGET AMENDMENT REQUEST**

<b>SUBJECT INDEX:</b>	Budget Planning and Reporting
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Finance and Corporate Services
<b>REPORTING OFFICER:</b>	Manager Financial Services - Kim Dolzadelli
<b>AUTHORISING OFFICER:</b>	Director, Finance and Corporate Services - Cliff Frewing
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	Nil

**This item was considered by the Finance Committee at its meeting on 9 May 2017, the recommendations from which have been included in this report.**

**PRÉCIS**

This report seeks recommendation of the Finance Committee to Council for the approval of budget amendments as detailed in this report. Adoption of the Officers recommendation will result in no change to the City's current Amended Budgeted Surplus Position of \$0.

**BACKGROUND**

Council adopted its 2016/2017 Municipal Budget on Thursday 21 July 2016 with a balanced Budget position. On 14 December 2016 Council considered amendments to the Adopted Budget and by Absolute Majority resolved to accept numerous amendments which resulted in an Adopted Surplus position of \$70,982.

Council is now being asked to consider Budget Amendments for the following Key Areas/Projects:

**1. "Meelup Regional Park Coastal Node Point Picquet"****BACKGROUND**

In December 2013, Council endorsed (resolution C1312/324) a Coastal Nodes Master Plan as an informing strategy for Meelup Regional Park to conserve and improve the environment, protect visual amenity and to provide coastal facilities as appropriate for visitors to Meelup Regional Park.

The Coastal Nodes Master Plan outlines a program for upgrading of the Meelup Regional Park Coastal Nodes including Point Picquet. Works proposed for Point Picquet include a realignment of the vehicle parking area, provision of amenities and formalization of access trails.

**PLANNED EXPENDITURE ITEMS**

Council 2016/17 adopted budget includes an allocation of \$85,670 for the purpose of upgrading of the Point Picquet coastal node. The expenditure for upgrading of the Point Picquet is higher than the original estimate and the reallocation of funding from the Meelup Regional Park recreation reserves maintenance account to the capital account Meelup coastal nodes carpark upgrade account is required to complete the proposed works.

<b>Environmental Management/Meelup Regional Park</b>				
<b>Description</b>	<b>Account String</b>	<b>2016/2017 Adopted Budget</b>	<b>2016/2017 Amended Budget (Proposed)</b>	<b>2016/2017 Variance</b>
Operational Expenditure Recreation and Reserve Maintenance Contractors (Inc contract staff)	425-11170-3186-0000	209,210	186,770	(22,440)
Capital Expenditure Meelup Coastal Nodes Carpark upgrade	425-C0044-3280-0000	85,670	108,110	22,440
<b>Impact on closing Surplus/Deficit Position</b>				<b>0</b>

## **PROPOSED OUTCOME**

The upgrading of the Meelup Regional Park Coastal Node Point Picquet. The proposed works to be completed at Point Picquet in the current financial year include a realignment of the vehicle parking area, provision of amenities and formalization of access trails.

With permission of the Presiding Member the Chief Executive Officer briefed committee members with requirements with respect to the Administration Building project and Wonnerup Coastal Defences works. This briefing has resulted in the change to the Officers Recommendation being the addition of points 2 and 3.

### **2. "Wonnerup Coastal Defence"**

Over a number of years the City has been monitoring the beach profile in the Wonnerup area to determine levels of accretion and erosion. It is evident at this point that due to a number of factors potentially man made and or potentially natural, that sections of the beach have eroded creating a potential risk to the City's road infrastructure. At this point there is sufficient buffer that the road is not at an immediate risk, however left for further years the risk will likely increase. The City has an opportunity to construct two sand bag groynes in this location to assist in the prevention of further erosion in the area. The construction of these groynes may eventually be part of a larger groyne field in the area. The Groynes will be constructed from sand bags for ease of installation and removal, pending further monitoring of the coastline. The project is currently un budgeted.

The cost of the Construction of these groynes is estimated at \$104,000 and it is recommended that the funds be transferred from Restricted Grants and allocated to a new Expenditure account "Wonnerup Coastal Defences".

### **3. "Administration Building Project"**

Reference was made to various schedules relating to the Administration Building project which highlighted variations to initial budget sums and provided cost items. Some of which were favourable and others unfavourable. It was thought best, under the circumstances, that a budget adjustment should be made to address net budget variations. Other variations could occur, if required in the 2017/18 budget. There is no impact on the City's surplus.

## **STATUTORY ENVIRONMENT**

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

## **RELEVANT PLANS AND POLICIES**

There are multiple Plans and Policies that support the proposed Budget Amendments.

## **FINANCIAL IMPLICATIONS**

Budget amendments being sought will result in No change to the City's current Surplus position.

### **Long-term Financial Plan Implications**

N/A

## **STRATEGIC COMMUNITY OBJECTIVES**

This matter principally aligns with Key Goal Area 6 – 'Open and Collaborative Leadership' and more specifically Community Objective 6.1 - 'Governance systems, process and practices are responsible, ethical and transparent'. The achievement of the above is underpinned by the Council strategy to 'ensure the long term financial sustainability of Council through effective financial management'.

## **RISK ASSESSMENT**

There is a risk to the City, as there is with all projects undertaken, that the final cost could exceed budget. If this looks to be the case Council is notified so a suitable offset / project scope back can be identified.

## **CONSULTATION**

Consultation has occurred with the appropriate City of Busselton officers.

## **OFFICER COMMENT**

The Officer commends the requested Budget Amendment to the Finance Committee for consideration and recommendation to Council.

The Officer also flags that the Chief Executive Officer may introduce discussion with respect to discussions had at the Administration Building Working Group with respect funding requirements.

## **CONCLUSION**

Council's approval is sought to amend the budget as per the details contained in this report. Upon approval the proposed works will be planned, organised and completed, where works are unable to be completed in the current financial year appropriate carryovers will be included in the Draft 2017/2018 Municipal Budget.

## **OPTIONS**

The Council could decide not to go ahead with any or all of the proposed budget amendment requests.

**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.

**OFFICER RECOMMENDATION****ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Finance Committee recommends to Council Endorsement of the Requested Budget Amendments contained within this report, resulting in no change to the Amended Budgeted Surplus Position.

**COMMITTEE RECOMMENDATION****ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED**

That the Finance Committee recommends to Council with respect to Requested Budget Amendments:

1. Endorsement of the Requested Budget Amendment of \$22,440 contained within this report relating to Meelup Park.
1. Approves the transfer of \$104,000 from Restricted Grants and allocation of these funds to new Expenditure account "Wonnerup Coastal Defences"; and
2. Approves the transfer of \$200,000 from the "New Infrastructure Development Reserve" and allocation of these funds to the Administration Building project.

Advice Note: The above recommendations will result in No change to the City's current Surplus position.

**11. PLANNING AND DEVELOPMENT SERVICES REPORT**

Nil

**12. ENGINEERING AND WORKS SERVICES REPORT**

Nil



### **13. COMMUNITY AND COMMERCIAL SERVICES REPORT**

#### **13.1 APPLICATION FOR PLACEMENT OF MEMORIAL PLAQUE ON THE BUSSELTON JETTY**

<b>SUBJECT INDEX:</b>	Busselton Jetty
<b>STRATEGIC OBJECTIVE:</b>	A friendly safe and inclusive community with a strong community spirit.
<b>BUSINESS UNIT:</b>	Commercial Services
<b>ACTIVITY UNIT:</b>	Economic and Business Development
<b>REPORTING OFFICER:</b>	Economic and Business Development Coordinator - Jon Berry
<b>AUTHORISING OFFICER:</b>	Director, Community and Commercial Services - Naomi Searle
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Attachment A Letter from Mrs Valarie Hollands seeking approval for the placement of a Memorial Plaque on the Busselton Jetty. <a href="#">↓</a>

#### **PRÉCIS**

This report recommends Council approve an application for the placement of a memorial plaque on the Busselton Jetty recognising Mr Leslie Hollands (dec.), who contributed to the operations and maintenance of the Jetty over a continuous period from 1950 to 1972.

#### **BACKGROUND**

The City has received a letter dated 18 April 2017 from Ms Valarie Hollands requesting a memorial plaque be approved for placement on the Busselton Jetty in memory of her late husband (Mr Leslie Hollands).

#### **STATUTORY ENVIRONMENT**

There are no statutory issues relating to this report.

#### **RELEVANT PLANS AND POLICIES**

On 22 February 2012, Council resolved (C1202/029/361) to adopt Policy 004 '*Busselton Jetty – Placement of Memorial Plaques*'. This policy sets out the special circumstances by which a memorial plaque to be located on the Busselton Jetty can be considered by the City of Busselton Council.

It also states the following criteria must be met in order for a plaque to be approved:

1. Whether the person being honoured has been instrumental in the development of the Jetty or undertook activities that contributed in a significant way to the Jetty;
2. There is demonstrated community support with respect to honouring the person in this manner. Letters of support must be provided with the proposal;
3. The person was a resident in the (former) Shire of Busselton for at least ten (10) years;
4. There was a significant contribution made by the person to the local community through their involvement with the Jetty. A significant contribution could include:
  - i. Twenty (20) or more years association with the Jetty; or
  - ii. Actions by the individual to protect, restore, enhance, or maintain the Jetty that produced substantial long-term improvements for the community or area; or
  - iii. Evidence of works undertaken being of a unique and significant nature for the benefit of the community.

A draft revised memorial plaque policy will be considered by Council on 24 May 2017 however does not recommend a change to the above criteria.

## **FINANCIAL IMPLICATIONS**

The applicable fee payable for placement of a memorial plaque is adopted by Council in the annual Schedule of Fees and Charges. In the 2016/17 financial year the fee is \$113.85 (incl GST) and for 2017/18 the fee is \$117.00 (incl GST).

### **Long-term Financial Plan Implications**

There are no implications for the Long Term Financial plan arising from the Officer recommendation.

## **STRATEGIC COMMUNITY OBJECTIVES**

Key Goal Area 1: Community: Welcoming, friendly, healthy. Objective 1.1 supports *'A friendly, safe and inclusive community with a strong community spirit'*

## **RISK ASSESSMENT**

There are no risks rated high or medium associated with the Officer recommendation.

## **CONSULTATION**

The Busselton Jetty Reference Group considered the application at its meeting on 28 April 2017 and agreed the application meets the criteria set out in Policy 004 *'Busselton Jetty – Placement of Memorial Plaques'*.

## **OFFICER COMMENT**

The written application for a memorial plaque in recognition of Mr Leslie Hollands has been submitted by Mrs Valarie Hollands and her sons and is in Attachment A. Mr Hollands was employed as a waterside worker and maintenance officer for the Jetty between 1950 and 1972 and was the last driver of the steam crane. He also supported the jetty association as secretary and treasurer for 15 years and contributed to the wider Busselton community serving St John Ambulance.

## **CONCLUSION**

The Busselton Jetty Reference Group unanimously supports the application for a memorial plaque to recognise Mr Leslie Hollands (dec.) as the application meets the evaluation criteria as stated in *Policy 004 'Busselton Jetty – Placement of Memorial Plaques'*.

## **OPTIONS**

Council may elect to:

- Not approve the memorial plaque application; or,
- Seek further information and community support for the application and then reconsider the application

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Should Council approve the Officer recommendation, City officers will advise the applicant and authorise production and affixing of a plaque in accordance with the procedures and requirements outlined in Council Policy 004 *'Busselton Jetty – Placement of Memorial Plaques'*.

**OFFICER RECOMMENDATION**

That the Council:

Approves the placement of a memorial plaque for Mr Leslie Hollands (dec.) on the Busselton Jetty in accordance with the requirements of Policy 004 *'Busselton Jetty – Placement of Memorial Plaques'* and any future amendments to the Policy.

Letter from Mrs Valarie Hollands seeking approval for the  
placement of a Memorial Plaque on the Busselton Jetty.

Mrs Valarie Hollands  
40 Reynolds Street  
Busselton WA

18.04.2017

Ms Naomi Searle  
Maintenance Manager  
Director of Community & Commercial Services  
City of Busselton  
Locked Bag 1  
Busselton WA

City of Busselton	Application No	Receipt No	City of Busselton
	CIO ID		
	26 APR 2017		
	Property ID	Doc ID	
	Retention		

Dear Ms Searle

On behalf of myself Valarie Hollands and my Sons we wish to erect a plaque on the Jetty in memory of my Husband and the boys Father Leslie Hollands.

Leslie Robert Hollands was employed by the P.W.D. on the maintenance gang of the Busselton Jetty from April 1958 'till the jetty closed in 1972.

Les was the last driver of the steam crane which is now at the Brooke's Museum in Dardanup.

Les was a water-side worker on the Busselton jetty from 1950 to 1972. In that time he was a member of the tying-up gang when the boats arrived to load timber and then to release them when loading was completed.

He was also the secretary/treasurer from 1957 to 1972.

Les was also a serving member of the Busselton St.John Amulance for a number of years.

It is our belief that Les deserves a plaque on the jetty in memory of his services to the area.

We would like to erect the plaque next to his brother Edward [Ted] Hollands and would like that place reserved for him.

I hope you will consider this applicatioin favourably. I know there will be costs involved.

Thanking you  
yours sincerely



Mrs Valarie Hollands

Les's parents Ern and Annie Hollands were amongst the original group settlers at 124 Walsall Road. After leaving Kent in England from the Tilbury Dock, they arrived in Albany WA, from Albany to Fremantle by train then onto Busselton arriving June 1924

## **14. FINANCE AND CORPORATE SERVICES REPORT**

### **14.1 PROPOSED LEASE OF A PORTION OF LOT 73 (38) PEEL TERRACE (FORMER BUSSELTON VISITOR CENTRE PREMISES) TO CENTRAL QUEENSLAND UNIVERSITY**

<b>SUBJECT INDEX:</b>	Higher Education
<b>STRATEGIC OBJECTIVE:</b>	A community with access to life-long health and education opportunities.
<b>BUSINESS UNIT:</b>	Commercial Services
<b>ACTIVITY UNIT:</b>	Economic and Business Development & Property Management Services
<b>REPORTING OFFICER:</b>	Economic and Business Development Coordinator - Jon Berry Property Management Coordinator - Sharon Woodford-Jones
<b>AUTHORISING OFFICER:</b>	Director, Finance and Corporate Services - Cliff Frewing
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Nil

#### **PRÉCIS**

This report recommends Council delegates authority to the Chief Executive Officer (CEO) to finalise terms and conditions and execute a lease of a portion of Lot 73 (38) Peel Terrace, Busselton (the building previously leased to the Geographe Bay Tourism Association) to Central Queensland University (CQU), for an initial five year term.

#### **BACKGROUND**

The City has been actively advocating for a higher education presence in the district since 2011, when the Capes Region Higher Education Taskforce (CRHT) was established with the support of the Federal Member for Forrest (Hon Nola Marino MP). Through the auspices of the Capes Region Organisation of Councils (CAPEROC) a pre-feasibility study was financed and completed in December 2014.

Following release of the report, the CRHT continued advocacy efforts by engaging with Australian Universities who had responded to an invitation to register interest in establishing a university presence in Busselton. The strongest interest was provided by CQU, a University founded in Rockhampton, Queensland in 1967. CQU now has more than 30,000 students spread across more than 20 delivery sites Australia-wide, and delivers more than 300 programs from Certificate I to PhD level. It is a leader in the delivery of engaged research and is recognised as one of the top 600 universities in the world by The Times Higher Education World University Rankings. The University is also regarded within the higher education sector as Australia's most inclusive and engaged university.

In early 2016, CQU made a firm commitment to establish a presence in Western Australia, offering a contemporary dual-sector approach (vocational and higher education pathways) using a hybrid of distance and online learning technology, coupled with face to face learning. In July 2016, an interim centre was established in Busselton resourced by a full-time Coordinator and located in a newly created enclosed space (a former reception hub) located on the ground floor of the Busselton Community Resource Centre. The area was leased to CQU by the City of Busselton for a maximum one-year term set to expire mid July 2017.

Lot 73 (38) Peel Terrace (on Deposited Plan 49894 being the whole of the land in Certificate of Title Volume 2630 Folio 894) is owned freehold by the City of Busselton and includes a building on the north-eastern portion that was leased to the Margaret River Busselton Tourism Association (formerly the Geographe Bay Tourism Association) for use as the Busselton Visitor Centre, which is now permanently located on the Busselton foreshore in 'Railway House'. It has been used over the past

16 months by City of Busselton staff as a temporary Customer Information Centre (CIC), whilst a new Civic and Administration centre is being constructed. The building will be vacated in late June 2017, presenting an opportunity for alternative community and/or commercial uses.

The City has investigated a number of options for the building including community or commercial leasing; land exchange with the Department of Parks and Wildlife (DPAW); or sale of the land. The longer term preference of Council is to exchange the land with DPAW which is currently located on strategically important land in the City's cultural precinct; however this is unlikely to transpire within the next five years.

City Officers have also conducted preliminary land-use master planning to consider potential longer term options for the whole of Lot 73, which is a land parcel of around 4.2ha with approximately 6,500m<sup>2</sup> of developable area (including the existing former visitor centre building). Lot 73 also includes a wetland area; Aboriginal garden; existing access/car parking; child care centre; and senior citizens centre. The master planning provides for a number of options that range from using a significant portion of the Lot for car-parking bays to sub-division, creating additional land for business or community purposes.

The building, which is the subject of the proposed lease to CQU, was completed in February 1998 and has a main building area of 302m<sup>2</sup> and a veranda of 152 m<sup>2</sup>. It is constructed of limestone external walls, rendered brick internal walls, metal roof and has a concrete floor. It is currently fitted out with a reception area, open plan office area, six enclosed offices, file storage/services room, lunch room (with single stainless steel sink and laminated floor cupboards), internally accessed unisex toilet and two externally accessed unisex toilets as well as an externally accessed cleaners storage area. There are currently 21 bitumen paved, marked parking bays, including a disabled bay. These bays are proposed to be excluded from the lease, affording non-exclusive use to CQU and free public parking for other users.

## **STATUTORY ENVIRONMENT**

The grant of a lease is regarded under section 3.58 of the Local Government Act 1995 (the Act) as a disposal of property. Under Regulation 30 (2) (b) (i) (ii) of the Local Government (Functions & General) Regulations disposal of land to incorporated bodies with objects of an educational or similar nature and the members of which are not enlisted to receive any pecuniary profit from the body's transactions, are exempt from the advertising and tender requirements of section 3.58 of the Act. CQU is constituted by the 'Central Queensland University Act 1998' and is a charity registered with the Australian Charities and Not for Profits Commission.

## **RELEVANT PLANS AND POLICIES**

### City of Busselton Town Planning Scheme 21

Under the City of Busselton Town Planning Scheme 21 the front section of Lot 73 (on which the former Visitor Centre and a Childcare Centre are located) is currently zoned 'Business' with permitted uses including education and offices being consistent with the proposed lease to CQU.

The rear section of Lot 73 is zoned 'Public Purpose' and has the following Special Control Areas Associated with it – Wetlands, Landscape Value and Floodway. The rear section of land is generally low lying and fronts the Vasse River.

### City of Busselton Economic Development Strategy 2016-2026

Council adopted the City of Busselton Economic Development Strategy 2016-2026 (EDS) on 9 November 2016. Key Focus Areas (KFA) in the EDS include:

- KFA 4 (Regional Workforce Development): The ability of a community to supply an appropriately skilled labour force can determine the success of existing businesses and influence the attractiveness of the Busselton district for new business and industry investment. A specific strategy within the EDS is to *'facilitate the provision of a full range of education and training opportunities adopting models of innovation'*;
- KFA 2 (Business retention and expansion): Aims to support businesses that are already operating in the Busselton district, with the aim of growing the local economy from within. Its premise is that local entrepreneurs create the companies that bring new wealth and economic growth to a region in the form of jobs, increased revenues, and a vibrant local business sector.

Facilitating higher education, potentially collocated with business enterprise and support services (including training), supports both of these key focus areas for local economic development.

#### Leases of City Land and Buildings (Policy 248)

The purpose of this policy is to provide a framework and methodology to facilitate responsible and effective utilisation of City-owned and controlled land and buildings in a manner that is consistent and achieves maximum community benefit. The Officer recommendation in this report aligns with the aims and objectives of this Policy.

### **FINANCIAL IMPLICATIONS**

The proposed consideration for the lease is \$32,000 per annum increasing by at least 3% per annum. The annual increase may be stepped up marginally each year and is proposed to be negotiated by the CEO in concluding the lease. The final negotiated amount will (in part) reflect revenue CQU can achieve from any sub-lessees, which hitherto are proposed to include business development organisations including the Busselton Chamber of Commerce and Industry and Business South West, both not for profit entities supporting business development in the district (see Officer comment below). CQU (as head lessee) has indicated a minimum of \$200k will be allocated to improvements to the building (including IT services). This may increase to between \$250-\$300k depending on the scope of works required and final building/fit-out quotes.

The proposed annual rent is lower than the recommended open market rent. Depending on the use to which the building could be put, valuation advice recently obtained indicates that an annual rent upwards of \$78,000 might be achievable. The proposal to negotiate a rent below the market value represents the City's contribution towards the establishment of a higher education facility in the district. It is also cognisant of the significant investment CQU will need to make in improvements to the building and seeks to strike a balance between encouraging higher education and business enterprise support services for the district and contiguously achieving an economic return for a City building asset. Economic return is also achieved by the City receiving rental payments from CQU and realising capital improvements to the building's internal areas funded by CQU as lessee.

#### **Long-term Financial Plan Implications**

There are minimal effects on the Long term Financial Plan (LTFP) resulting from the Officer recommendation. The projected lease revenue will be included in the next review of the LTFP.

### **STRATEGIC COMMUNITY OBJECTIVES**

The proposal to enter into a lease with CQU is consistent with Key Goal Area 1 of the City of Busselton Strategic Community Plan 2017, namely the community objective "A community with access to life-long health and education opportunities". The Council support this particular goal by

committing *“to advocate for the establishment of higher education facilities providing transitional learning opportunities”*.

The proposed lease to be offered to CQU and the potential for part of the building to be sub leased to other compatible education and business enterprise support organisations is also consistent with Key Goal Area 4 of the Strategic Community Plan and in particular the community objective: *“A community where local business is supported and in turn drives our economy”*.

## **RISK ASSESSMENT**

An assessment of the potential implications has been undertaken using the City’s risk assessment framework. There are no risks assessed as being medium or greater associated with the Officer Recommendation, which makes effective use of a City asset by securing an anchor tenant for a purpose aligned to strategic community objectives.

## **CONSULTATION**

As outlined above, leases to not-for-profit entities are exempt from public advertising requirements that are ordinarily required under s3.58 of the Local Government Act 1995, and therefore no publicly advertised consultation has occurred.

In developing a draft lease concept and proposal, City officers have consulted with the CQU Busselton Regional Advisory Group (BRAG), which includes representatives of business (both Dunsborough/Yallingup and Busselton Chambers of Commerce and Industry), high school education principals, industry representatives and community leaders.

In addition, CQU’s Director of Facilities has been engaged in drafting a preliminary heads of agreement and has physically inspected the facility to ensure suitability.

In considering a phased expansion of CQU into the district, City Officers have engaged with business development organisations including Business South West, Busselton Chamber of Commerce and Creative Corner (both individually and at a facilitated value management and functional design workshop) to consider the merits of a creating a ‘business, learning and innovation hub’ at the centre. All groups support the concept and are willing to consider co-location at the building through sub-leasing arrangements, subject to the requirements of CQU as potential head lessee and consent of the City as owner of the building.

## **OFFICER COMMENT**

Leasing the former Visitor Centre building on Lot 73 Peel Terrace has the potential to afford residents in the Busselton district with a new level of vocational and higher education opportunities. It also has the potential to create an integrated learning, business and innovation hub by co-locating sub-lessees with business enterprise and innovation support roles. Being in a location highly exposed to motorists entering the city centre, it also projects an image of Busselton as a regional city with contemporary education and business services to support a growing population.

City officers have commenced negotiations with CQU on mutually acceptable terms and conditions for a future lease as follows:

### Lease Area:

The building comprising of 302m<sup>2</sup> internal space, 152m<sup>2</sup> of veranda and a small separate building for storage. Non-exclusive use of adjoining car-park bays on Lot 73 subject to availability however the parking configuration and adjacent vacant land may be developed during the initial five year lease term.



Permitted Use:

Education and offices which are consistent uses in the City's planning scheme

Lease & Rent Commencement:

Lease to commence 1<sup>st</sup> July 2017 allowing CQU a rent free period for the purpose of carrying out improvements with full rent payments commencing 1<sup>st</sup> August 2017.

Lease Term:

Five years

Further Term:

To be at the sole discretion of the City and proposed to be reviewed at a mutually agreeable date prior to the expiry of the initial term, however at this stage the City envisages one-yearly options.

Rental:

The proposed consideration for the lease is \$32,000 pa increasing by at least 3% per annum subject to the outcome of final negotiations.

Outgoings:

Additional to rent. Subject to final negotiations all outgoing for the building will be payable by CQU including Local Government Rates.

Concessions:

A lower annual rent is proposed than the recommended market valuation for the reasons outlined in the Financial Implications section of this report. There will also be provision of some existing furniture owned by the City and surplus to requirements in the short-term.

Lessor Works:

N/A

Insurance:

CQU to be responsible for Public liability insurance of not less than \$20,000,000 and the Lessor is to be noted as an Interested Party on the policy.

Landscaping:

The City is to maintain landscaping and grounds maintenance (mowing and larger trees) in Killerby Park. CQU is to manage existing gardens immediately surrounding the building.

Car Parking:

Use of the bays on Lot 73 are to be on a non-exclusive use basis, noting the general public and other occupants of Lot 73 also use the bays and there may be modifications/reconfiguration during the term relating to potential future sub-division of Lot 73.

Legal Costs:

Each party shall bear their own legal costs.

Building Services:

Any additional services required will be at the Lessee's cost. CQU will require written consent from the City for alterations and additions to the building.

Make Good at end of term:

No make good required unless deemed necessary based on the nature and extent of works to be carried out. The lease will include the potential for CQU to be required to remove improvements at the end of the term if not required by the City.

Signage:

Subject to prior approval from the City on location and design, CQU will be permitted to install signage on the building (gables) and an external signboard (close to building).

**Sub-lessees:**

Written consent to sub-lease and associated terms and conditions will be required from the City and this will be reflected in the lease. Prior approval for the amount of rent to be charged to the sub lessees must be obtained from the City before a sub-lease is approved. The City encourages sub-leasing to not-for-profit business enterprise support and development organisations to meet the City's broader economic development objectives.

**CONCLUSION**

The City has been advocating for a higher education presence in the Busselton district for over seven years and has been successful in attracting CQU, which has been established on an interim basis at the Community Resource Centre. The building on Lot 73 (38) Peel Terrace will be vacant in mid-June 2017 and provides an excellent venue to further nurture and grow a higher education presence in Busselton. Providing a five year lease will justify significant expenditure by the CQU to improve the internal areas of the building to create a contemporary digital study hub. Allowing sub-letting of the building will not only provide greater utilisation of the overall space in the building whilst CQU is expanding, but also provides synergy and delivers efficiencies by co-locating business enterprise support services that offer training and development programs to the small business sector which make up 97% of Busselton businesses.

The Officer recommendation seeks a Council decision to authorise the CEO to finalise negotiations with CQU and execute a lease of a portion of Lot 73 (the former Busselton Visitor Centre building) on concessional terms. This will assist with the objective to expand higher education and business services in the district and facilitate a seamless transition from CQU's existing premises in the CRC into a higher profile and more strategically placed location.

**OPTIONS**

Council may resolve a number of alternatives including, but not limited to:

- entering into a lease with CQU for alternative terms and conditions
- not entering into a lease with CQU and seeking alternative tenants (commercial or community)

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Should Council support the Officer recommendation, a lease will be finalised in late May or early June 2017. It is anticipated that internal works will commence at the beginning of July (or earlier if possible) and be completed by late July 2017; the aim being for CQU to be fully operational by mid-August 2017.

**OFFICER RECOMMENDATION**

That the Council:

1. Resolves to lease a portion of Lot 73 on Deposited Plan 49894 being part of the land in Certificate of Title Volume 2630 Folio 894 (the former Busselton Visitor Centre building) to Central Queensland University (ABN 39 181 103 288) on the following terms and conditions:
  - a. Term: 5 Years (Any further term to be at the sole discretion of the Council)
  - b. Rent: \$32,000pa increasing annually by a minimum of 3%pa
2. Delegates to the Chief Executive Officer the power to negotiate and authorises the Chief Executive Officer to enter into a lease on further terms and conditions as outlined in this report.

## **15. CHIEF EXECUTIVE OFFICER'S REPORT**

### **15.1 COUNCILLORS' INFORMATION BULLETIN**

<b>SUBJECT INDEX:</b>	Councillors' Information
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Executive Services
<b>ACTIVITY UNIT:</b>	Governance Services
<b>REPORTING OFFICER:</b>	Reporting Officers - Various
<b>AUTHORISING OFFICER:</b>	Chief Executive Officer - Mike Archer
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Attachment A Planning Applications Received <a href="#">↓</a> Attachment B Planning Applications Determined <a href="#">↓</a> Attachment C State Administrative Tribunal Appeals <a href="#">↓</a> Attachment D WALGA Summary <a href="#">↓</a>

#### **PRÉCIS**

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**

##### **15.1.1 Planning and Development Statistics**

Attachment A is a report detailing all Planning Applications received by the City between 16 April 2017 and 30 April 2017. Twenty nine formal applications were received during this period.

Attachment B is a report detailing all Planning Applications determined by the City between 16 April 2017 and 30 April 2017. A total of 19 applications (including subdivision referrals) were determined by the City during this period with 19 approved / supported and 0 refused / not supported.

##### **15.1.2 State Administrative Tribunal (SAT) Appeals**

Attachment C is a list showing the current status of State Administrative Tribunal Appeals involving the City of Busselton as at 2 March 2017.

##### **15.1.3 WALGA Summary**

Attachment D is a summary of the South West Zone WALGA, 28 April 2017 and State Council WALGA, 5 May 2017.

#### **OFFICER RECOMMENDATION**

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

- [15.1.1 Planning and Development Statistics](#)
- [15.1.2 State Administrative Tribunal \(SAT\) Appeals](#)
- [15.1.3 WALGA Summary](#)

Applications Received (Deemed Complete) Report									
Application Number	Description	Primary Property Address	Primary Property Legal Desc	Application Received Date	Application Deemed	Estimated Cost	Primary Property Owners	Applicant Name	Clock Days
<b>Development Applications</b>									
DA17/0266	Holiday Home (Grouped Dwelling) 6 People	8A Reynolds Street~WEST BUSSELTON WA 6280	Lot 2 SSPLN 73364	18/04/2017	20/04/2017	0	Mark Anthony Mitchell	Mark Anthony Mitchell	17
DA17/0267	Extension to Existing Outbuilding (Reduced Setback)	83 Reynolds Street~WEST BUSSELTON WA 6280	Lot 42 DIAGRAM 19745	21/04/2017	21/04/2017	6000	Joel Peter Hodgkinson & Fiona Estelle Hodgkinson	Bunbury Sheds and Patios	8
DA17/0268	Holiday Home (Grouped Dwelling) 6 people	1/35 Turner Street~DUNSBOROUGH WA 6281	Lot 1 STPLN 22058	24/04/2017	24/04/2017	0	Gerard Anthony Miller	Gerard Anthony Miller, Rebecca Anne Miller	11
DA17/0270	Grouped Dwelling (Port Geographe Development Area)	5/24 Freycinet Drive~GEOGRAPHE WA 6280	Lot 5 SSPLN 37407	18/04/2017	20/04/2017	562000	Alexius Eugene Maria Kok & Mandy Kok	Mandy Kok, Alexius Eugene Maria Kok	2
DA17/0271	Floating Jetty (Port Geographe Development Area)	29 Windward Green~GEOGRAPHE WA 6280	Lot 103 PLAN 59251	18/04/2017	20/04/2017	38000	Leachelle Catherine Archibald	West Coast Jetties	10
DA17/0272	Single House (Additions/Alterations with Reduced Setback)	11 Brook Close~QUINDALUP WA 6281	Lot 7 PLAN 36840	20/04/2017	20/04/2017	40000	Karen Millar & David Carlyle Millar	Space Light Order	2
DA17/0273	Use Not Listed (St John Ambulance Sub Centre and Training Depot)	56 Molloy Street~BUSSELTON WA 6280	Lot 501 PLAN 404864	20/04/2017	20/04/2017	2450000	State of WA	St John Ambulance Western Australia Ltd	7
DA17/0274	Single House (Reduced Setback)	15 Boyle Street~BROADWATER WA 6280	Lot 1 SSPLN 64008	20/04/2017		125000	Patricia Mary Oreo	Dale Alcock Homes South West Pty Ltd	0
DA17/0275	Patio with Reduced Setbacks	45 Brookland Loop~DUNSBOROUGH WA 6281	Lot 325 PLAN 19117	16/04/2017	2/05/2017	11000	Ben Robert Fursdon	Ben Robert Fursdon	12
DA17/0277	Chalet (Use of Reflective Building Material - retrospective)	7/11 Quininup Road~YALLINGUP WA 6282	Lot 7 SSPLN 58314	21/04/2017	21/04/2017	0	Gerrit Andre Kemp	True North Building Supplies Pty Ltd	11

Application Number	Description	Primary Property Address	Primary Property Legal Desc	Application Received Date	Application Deemed	Estimated Cost	Primary Property Owners	Applicant Name	Clock Days
<b>Development Applications</b>									
DA17/0279	Single House and Retaining Walls (Reduced Setbacks)	508 Geographe Bay Road~ABBEEY WA 6280	Lot 41 PLAN 7400	19/04/2017	21/04/2017	419863	Daly & Shaw Holdings Pty Ltd	Daly & Shaw Holdings Pty Ltd	2
DA17/0280	Group Dwelling (Special Character Area)	43A Gifford Road~DUNSBOROUGH WA 6281	Lot 2 SSPLN 50577	24/04/2017	24/04/2017	218785	Aaron William Lepel Glass & Carolyn Roberts	AK Homes Construction	8
DA17/0281	Outbuilding (R-Codes Variation)	65 Peppermint Drive~DUNSBOROUGH WA 6281	Lot 176 PLAN 8543	24/04/2017	24/04/2017	38000	Marie Kaye Smith	Terry Hodges West Coast Designs	7
DA17/0282	R-Codes Variation	15 Tortoise Rise~VASSE WA 6280	Lot 46 PLAN 407511	24/04/2017		289213	William George Maxwell & Shenole Arlene Brozicevich	Home Group WA South West Pty Ltd	0
DA17/0283	New Dwelling and Tourist Accommodation	74 Abbeys Farm Road~YALLINGUP WA 6282	Lot 9 DIAGRAM 58195	24/04/2017		600000	Sportline Holdings Pty Ltd	James Groom - Infill Property Group	0
DA17/0284	Restaurant and Take Away Food Outlets (Tenancy 10-B)	80 West Street~WEST BUSSELTON WA 6280	Lot 17 PLAN 1717	17/04/2017	26/04/2017	110000	Realview Holdings Pty Ltd	Realview Holdings Pty Ltd	9
DA17/0285	Single House (Reduced Rear Setback)	15 Boyle Street~BROADWATER WA 6280	Lot 1 SSPLN 64008	21/04/2017	26/04/2017	125000	Patricia Mary Oreo	Dale Alcock Homes South West Pty Ltd	5
DA17/0286	Gable Patio Extension	15 Songlark Mews~GEOGRAPHE WA 6280	Lot 345 PLAN 19930	21/04/2017		5355	Thomas Andrew Shanahan	CPR Outdoor Centre	8
DA17/0287	Single House (Patio Addition with Reduced Setback)	20 Salamanda Drive~GEOGRAPHE WA 6280	Lot 349 PLAN 21653	27/04/2017	27/04/2017	5700	Craig Charles Critch & Cherylee Critch	Cape Shades	0
DA17/0288	Patio in Landscape Value Area	68 Cookworthy Road~BROADWATER WA 6280	Lot 511 PLAN 161513	21/04/2017	2/05/2017	8000	Ross Varcoe & Wendy Mary Varcoe	Ross Varcoe, Wendy Mary Varcoe	8
DA17/0291	Single House (Additions and Alterations with Reduced Setback)	616 Geographe Bay Road~BROADWATER WA 6280	Lot 35 PLAN 9639	20/04/2017	1/05/2017	250000	Jo-Anne Ferrero	Ustyle Homes	12
DA17/0292	Holiday Home (Single House) 8 People	137 Balmoral Drive~QUINDALUP WA 6281	Lot 253 PLAN 68461	24/04/2017		0	Daniel Perera	Private Properties Services	7

Application Number	Description	Primary Property Address	Primary Property Legal Desc	Application Received Date	Application Deemed	Estimated Cost	Primary Property Owners	Applicant Name	Clock Days
Development Applications									
DA17/0293	Single House (Reduced Setbacks)	3 Court Street~WEST BUSSELTON WA 6280	Lot 19 DIAGRAM 6327	24/04/2017	1/05/2017	418000	David John Nelson & Melissa Jean Nelson	Ustyle Homes	9
DA17/0294	Single House, Shed and Carport (Landscape Value Area)	Gunyulgup Valley Drive~YALLINGUP WA 6282	Lot 46 PLAN 20016	26/04/2017		1000000	Paul Alan Slade & Simone Louise Slade	Naked Architecture	5
DA17/0295	Single House (Reduced Setback)	2 Walpole Loop~YALYALUP WA 6280	Lot 181 PLAN 69925	26/04/2017	1/05/2017	272724	Raymond Arthur Costello & Cherie Louise Costello	Plunkett Homes	6
DA17/0296	R-Codes Variation (Vehicle Access)	17 Diamante Boulevard~DUNSBOROUGH WA 6281	Lot 215 PLAN 407786	27/04/2017		206729	Ross Keith Lavington & Leah Joy Lavington	Ventura Home Group Pty Ltd	5
DA17/0297	Patio with Reduced Side Setback	11 Burt Street~BROADWATER WA 6280	Lot 27 DIAGRAM 65801	28/04/2017		9540	Margaret Patricia Hollands	CPR Outdoor Centre	4
DA17/0299	Rural Enterprise (Pergola Addition to Existing Cellar Door)	3503 Caves Road~WILYABRUP WA 6280	Lot 23 PLAN 14200	28/04/2017		10000	Hippocampus Holdings Pty Ltd	Sunflower Vineyard Pty Ltd	5
DA17/0300	Extension to Existing Outbuilding (Over Sized)	7 Klaehn Crescent~YALYALUP WA 6280	Lot 251 PLAN 37205	29/04/2017		14000	Rodney Darren Johnston & Julianna Johnston	Sheds Down South	5

Applications Determined Report										
Application Number	Description	Primary Property Address	Primary Property Legal Desc	Applic Determined Date	Application Determined Result	Decision	Clock Days	Estimated Cost	Primary Property Owners	Applicant Name
Development Applications										
DA16/0843	Extractive Industry (Gravel)	Gale Road~KALOORUP WA 6280	Lot 2682 PLAN 203057	28/04/2017	Approved	Approved	30	1	Franklin Joel Tate & Heather Mary Jephson Tate	B & J Catalano Pty Ltd
DA16/0887	Holiday Home (Grouped Dwelling) 6 People	8/26 Bird Crescent~DUNSBOROUGH WA 6281	Lot 8 SSPLN 33488	19/04/2017	Approved	Approved	69	0	Peter Colin Howe	Peter Colin Howe
DA17/0089	Winery	22 Carpenter Road~WILYABRUP WA 6280	Lot 51 PLAN 54764	28/04/2017	Approved	Approved	43	180000	Stuart Alan Oates & Susan Mary Oates	Catherine Judith Oates
DA17/0097	Outbuilding (Carport Addition to Existing Outbuilding)	96 Endicott Loop~DUNSBOROUGH WA 6281	Lot 27 PLAN 19482	19/04/2017	Approved	Approved	25	9500	Susan Pamela Cameron & Peter Donald Cameron	Susan Pamela Cameron, Peter Donald Cameron
DA17/0100	Rural Enterprise (Cellar Door Fitout)	3059 Caves Road~YALLINGUP WA 6282	Lot 1 PLAN 405011	21/04/2017	Approved	Approved	35	50000	Andrew Brian Teasdale	Space Light Order
DA17/0113	Winery (Change of Use from Wine Storage to Winery)	4163 Caves Road~WILYABRUP WA 6280	Lot 6 DIAGRAM 47032	21/04/2017	Approved	Approved	59	5000	Michael John Peterkin & Jessica Michele Cullen	Nicolas Peterkin
DA17/0156	Single House (Landscape Value Area)	38 Jarrah Knoll Place~QUINDALUP WA 6281	Lot 16 PLAN 22675	18/04/2017	Approved	Approved	37	1250000	Mark Barlow Turner & Joanne Donna Perry	Mark Barlow Turner, Joanne Donna Perry
DA17/0159	Outbuilding (Light Tones Landscape Value Area)	61 Wisteria Drive~QUINDALUP WA 6281	Lot 28 PLAN 21721	19/04/2017	Approved	Approved	0	22000	David Patrick O'Shaughnessy & Lesley Charlaime O'Shaughnessy	Busselton Sheds Plus
DA17/0164	Single House (Extension in Special Control Areas)	46 Wardenup Crescent~YALLINGUP WA 6282	Lot 160 PLAN 9022	18/04/2017	Approved	Approved	36	75000	Lorna Kaye Rosenwax & James Bernard Semmens	Enhanced Design & Drafting
DA17/0167	Studio Addition to Existing Outbuilding	19 Dalmore Close~QUEDJINUP WA 6281	Lot 25 DIAGRAM 71070	20/04/2017	Approved	Approved	39	125000	Stephen Bevis Smith & Pauline Smith	Down South Building Company
DA17/0178	Change of Use (Bed and Breakfast)	28 Kathleen Crescent~VASSE WA 6280	Lot 627 PLAN 52482	21/04/2017	Approved	Approved	46	0	Carol Joyce Rynbeck	Carol Joyce Rynbeck
DA17/0181	Outbuilding (Zincalume Carport in a Landscape Value Area)	35 Tranquil Lane~QUINDALUP WA 6281	Lot 6 PLAN 13623	28/04/2017	Approved	Approved	46	6000	Christopher Patrick Green	Christopher Patrick Green

<i>Application Number</i>	<i>Description</i>	<i>Primary Property Address</i>	<i>Primary Property Legal Desc</i>	<i>Applic Determined Date</i>	<i>Application Determined Result</i>	<i>Decision</i>	<i>Clock Days</i>	<i>Estimated Cost</i>	<i>Primary Property Owners</i>	<i>Applicant Name</i>
<b>Development Applications</b>										
DA17/0207	Over-height & Oversized (Aggregate) Outbuilding	23 Blum Boulevard~YALYALUP WA 6280	Lot 262 PLAN 23798	28/04/2017	Approved	Approved	33	20000	David James Guiver & Shirley Mavis Guiver	David James Guiver
DA17/0211	Single House (R-Code Application - Open Space, Outdoor Living Area and Reduced Rear Setback)	3 Seal Way~KEALY WA 6280	Lot 1405 PLAN 407112	28/04/2017	Approved	Approved	7	241597	Garry Scott Cumming & Nicola Cumming	BGC Residential Pty Ltd
DA17/0216	Single House (Patio with Reduced Rear Setback)	16 Turner Street~DUNSBOROUGH WA 6281	Lot 286 PLAN 219011	28/04/2017	Approved	Approved	29	12000	Mark Byron Audet & Susan Gaye Audet	Mark Webster Design
DA17/0220	Single House (Sectional Door Addition to Garage)	18 Bay View Crescent~DUNSBOROUGH WA 6281	Lot 49 DIAGRAM 18689	19/04/2017	Approved	Approved	11	5000	Brett Pescod & Julie Elizabeth Pescod	Brett Pescod, Julie Elizabeth Pescod
DA17/0256	Single House Additions / Alterations (Landscape Value Area)	145 Butterfly Road~YALLINGUP WA 6282	Lot 4 PLAN 33476	24/04/2017	Approved	Approved	14	38000	Clinton John Hulse & Hayley Nicole Hulse	Clinton John Hulse, Hayley Nicole Hulse
WAPC17/0003	2 Lot Subdivision (28.23Ha & 25.57Ha)	207 Yelverton Road~YELVERTON WA 6280	Lot 2850 PLAN 203048	18/04/2017	Support	WaitWAPC	90	0	Robert George Poole & Ruth Poole	BSO Development Consultants Pty Ltd
WAPC17/0006	Subdivision - 3 Lots (Agriculture/recreation/bushland protection) 8.35 Ha - 36.44 Ha	251 Metricup-Yelverton Road~YELVERTON WA 6280	Lot 4001 PLAN 163246	21/04/2017	Support	WaitWAPC	72	0	William Morris Cox & Marion Rosemary Cox	Tim Korovesi



(Note: All applications (excluding WAPC matters) are managed by the legal services section of Finance and Corporate Services in conjunction with the responsible officer below.)

**As at 2 March 2017**

APPEAL (Name, No. and Shire File Reference)	PROPERTY	DATE COMMENCED	DECISION APPEAL IS AGAINST	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
<b>CITY OF BUSSELTON APPEALS</b>							
<b>Caves Caravan Park vs City of Busselton</b>	Lot 5037 No 23 Yallingup Beach Road, Yallingup	March 2016	Appeal against Section 34(4) of the Caravan Parks and Camping Grounds Act 1995 and Section 214(2) notice for illegal structures and camping	Moshe Philips / Tanya Gillett / Paul Needham	<ul style="list-style-type: none"> <li>• Directions hearing to commence proceedings and discuss way forward.</li> <li>• Mediation hearing on 29 April 2016. The City prepared a report to Council in line with the Orders from SAT for the reconsideration of S.34 of the Caravan and Camping Grounds Act 1995.</li> <li>• Directions hearing 10 August 2016 where the applicant under Section 34(4) was withdrawn;</li> <li>• 7 September the City filed a Statement of Issues, Facts and Contentions and Section 24 Bundle and on 3 October the City filed a response to the Issues, Facts and Contentions as submitted by the applicant;</li> <li>• Mediation took place on 2 November 2016, where the appeal was stayed in order to give the applicant time to progress with a development application</li> <li>• Development application lodged 6 February 2017;</li> <li>• Directions Hearing on 17 February 2017 was vacated in order for the City to determine the development application;</li> <li>• Directions Hearing on 31 March 2017 was vacated until 12 May 2017.</li> <li>• Notice of Directions hearing to be held 14 July, 2017.</li> </ul>	<ul style="list-style-type: none"> <li>• Directions hearing on 14 July, 2017.</li> </ul>	
<b>Realview Holdings v City of Busselton</b>	Lot 17 No 80 West Street, West Busselton	August 2016	Appeal against the refusal of a development application for a medical centre and shop.	Jo Wilson / Moshe Philips	<ul style="list-style-type: none"> <li>• Directions Hearing on 30 September 2016 where it was decided that a Compulsory conference will take place on 31 October 2016;</li> <li>• Hearing took place on 7 December 2016;</li> <li>• The member has three months to reach a decision.</li> <li>• The Tribunal has been granted a 28 day extension to 21 April, 2017 to provide a decision.</li> <li>• The Tribunal has been granted a 14 day extension</li> </ul>	<ul style="list-style-type: none"> <li>• Awaiting Final outcome.</li> </ul>	

APPEAL (Name, No. and Shire File Reference)	PROPERTY	DATE COMMENCED	DECISION APPEAL IS AGAINST	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
					<ul style="list-style-type: none"> <li>until 5 May, 2017.</li> <li>The Tribunal has been granted a 7 day extension until 12 May, 2017.</li> </ul>		
<b>24DB Pty Ltd v City of Busselton</b>	24 Dunn Bay Road, Dunsborough	March, 2017	Market	Paul Needham	<ul style="list-style-type: none"> <li>Notice of Directions Hearing on 17 March, 2017 against City of Busselton decision to refuse application.</li> <li>Mediation on 22 March 2017 where it was resolved that by 28 April 2017 the applicant must provide additional and amended information. The City is invited to reconsider its decision at its meeting on 14 June 2017;</li> <li>Adjourned to directions hearing on 23 June 2017.</li> </ul>	Directions hearing 23 June, 2017 pending reconsideration.	
<b>Lissa Wypynaszko &amp; Andrew Blee vs City of Busselton</b>	Lot 2653 No 995 Gale Road, Kaloorup	April, 2017	Review of a decision to give a direction under s214		<ul style="list-style-type: none"> <li>Directions hearing listed at 2pm on 28 April, 2017 was vacated.</li> <li>Further directions hearing scheduled to be held on the 21 July, 2017.</li> </ul>	Directions hearing on 21 July, 2017.	
<b>JOINT DEVELOPMENT ASSESSMENT PANEL APPEALS</b>							
<b>DCSC vs Southern JDAP</b>	Lot 108 No 57 Dunn Bay Road, Dunsborough	January 2016	Appeal against refusal of Development application for Service Station	State Solicitors Office / Anthony Rowe / Paul Needham	<ul style="list-style-type: none"> <li>Parties circulated documents categorising the land use within 14 days.</li> <li>Land use has been determined by SAT to be a convenience store;</li> <li>Mediation took place on 5 October 2016, where JDAP requested amended plans to be submitted for a revised elevation to Dunn Bay Road and a revised traffic assessment.</li> <li>Decision reconsidered by JDAP on 14 November 2016, where the application was refused.</li> <li>Final hearings held on 1 and 2 February, 2017.</li> </ul>	<ul style="list-style-type: none"> <li>Awaiting SAT decision.</li> </ul>	

APPEAL (Name, No. and Shire File Reference)	PROPERTY	DATE COMMENCED	DECISION APPEAL IS AGAINST	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
<b>WESTERN AUSTRALIAN PLANNING COMMISSION APPEALS</b>							
<b>Rapsey v Western Australian Planning Commission</b>	Lot 7 Caves Road, Quedjinup		Appeal against conditions of subdivision	State Solicitors Office / Justin Biggar	<ul style="list-style-type: none"> <li>• Notice of Directions Hearing on 31 March, 2017 against conditions of a subdivision.</li> <li>• Mediation hearing 20 April 2017.</li> <li>• Further Directions hearing date to be determined.</li> </ul>	Direction hearing to be set.	

**WALGA State Council and Zone Agenda  
Agenda Summary and Recommendations**

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**South West Zone WALGA: 28 April 2017  
State Council WALGA: 5 May 2017**

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**Agenda Summary and Recommendations**

The City of Busselton is a member of the WALGA South West Zone which meets approximately five times each year. The SW Zone comprises of twelve local governments being the Shire of Augusta - Margaret River, Shire of Boyup Brook, Shire of Bridgetown-Greenbushes, City of Bunbury, City of Busselton, Shire of Capel, Shire of Collie, Shire of Dardanup; Shire of Donnybrook-Balingup, Shire of Harvey, Shire of Manjimup and the Shire of Nannup.

The Zone meeting was held at the Shire of Manjimup on 28 April 2017. The City was represented on the Zone Committee by Councillor Terry Best with administrative support provided by Cliff Frewing, Director Finance & Corporate Services and Kate Dudley, Governance Administration Officer.

The Zone employs a secretariat to prepare the Zone agenda, take minutes and action Zone adopted resolutions.

Each Agenda is in two parts:

1. Items raised be Zone Members for consideration; and
2. The WALGA State Council Agenda

The reports raised by the Zone Members and those contained in the WALGA State Council Agenda "for decision" are reviewed by City officers and are reported in the following manner for Councillor information:

- A summary of the report is provided;
- The WALGA recommendation is repeated;
- The relevant City officer comments on the report;
- The City Officer comments on the recommendation;
- The Zone decision is recorded; and
- The WALGA State Council decision is recorded.

In this way, Council can track the progress of the report and recommendation as it flows through the system.

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**South West Zone: 24 February 2017**

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Presentations were made by:

- The Shire of Manjimup initiatives occurring within the Shire including the start of Royalties for Regions projects.
- Southern Forests Food Council on the development and success of the 'Southern Forest' branding.

**WALGA State Council and Zone Agenda  
Agenda Summary and Recommendations**

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**WALGA State Council: Wednesday 5 May 2017**

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**Item: 5.1      Review of the Emergency Services Levy**

**Summary of report:**

The Economic Regulation Authority (ERA) has been tasked with undertaking the review with a final report to be tabled to the Treasurer by no later than 29 September 2017. WALGA has prepared a submission on behalf of members addressing the questions for interested parties as outlined in the ERA's issues paper. The submission completes phase one of the Review of the ESL with WALGA's submission provided to the ERA on Monday 13 March 2017 and seeks endorsement as the closing State Council Meeting.

**WALGA Recommendation:**

That the interim submission to the Economic Regulatory Authority (ERA) on the Review of the Emergency Services Levy (ESL) be endorsed.

**City Officer Comment:**

The current Emergency Services Levy (ESL) arrangements have now been in place for over 10 years and a review of the process is supported. Generally, the process works well, but there are opportunities for improvement. The WALGA submission has been programed based on Local Government Industry contributions.

**City Officer Recommendation:**

That the WALGA recommendation be supported.

**Zone Recommendation to State Council:**

The Zone adopted the recommendation.

**State Council Decision:**

The State Council adopted the recommendation.

**WALGA State Council and Zone Agenda  
Agenda Summary and Recommendations**

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**Item: 5.2 Interim submission to the Department of Planning on the Government Sewerage Policy**

**Summary of report:**

Late last year the Western Australian Government released the draft Government Sewerage Policy 2016 and accompanying Explanatory Notes for public comment, which closed on 10 February. The draft Policy has been jointly prepared by the Departments of Health, Planning and Water. The draft Policy requires all new subdivision and relevant forms of development to be connected to reticulated sewerage where available. In areas where reticulated sewerage is not available, the draft Policy permits on-site sewerage disposal, providing that proposals are able to satisfy a number of prescribed controls. Whilst welcoming the State Government's attempt to refresh the Policy, the Association's interim submission raises a number of concerns about the draft Policy. Primarily these concerns are focused on the resource implications for Local Government in monitoring and enforcing compliance with the requirements of the draft Policy. During the course of the public consultation, an interim submission was provided by the Association.

**WALGA Recommendation:**

That the interim submission to the Department of Planning regarding the draft Government Sewerage Policy be endorsed.

**City Officer Comment:**

The need to review the Government Sewerage Policy was supported as it was commented that the Policy was poorly drafted. The new Policy has improved and is now considered to be more relevant and appropriate.

**City Officer Recommendation:**

That the WALGA recommendation be supported.

**Zone Recommendation to State Council:**

The Zone adopted the recommendation.

**State Council Decision:**

The State Council adopted the recommendation.

**WALGA State Council and Zone Agenda  
Agenda Summary and Recommendations**

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**Item 5.3      Productivity Commission Study into Transitioning Regional Economies**

**Summary of report:**

The Federal Treasurer has directed the Productivity Commission to conduct a 12-month study into the geographic impacts of the transition of the Australian economy following the resources investment boom.

The purpose of the study is to examine the regional geography of Australia's economic transition since the mining investment boom, and to identify those regions and localities that face significant challenges in successfully transitioning to a more sustainable economic base as the investment phase is completed. The Association has provided an interim submission to the study which was endorsed by the Executive Committee at its meeting on 15 February. Formal endorsement is now being sought from State Council.

The submission argues that:

- The downturn has not just been limited to the resources sector, but has been felt broadly across all sectors of the economy, and all regions of the state.
- To facilitate the diversification of the economy and the emergence of new drivers of growth, all levels of Government need to work together to create an environment that encourages investment and leads to productivity and economic growth. Local Government is a major player in the state economy and is well placed to work with other levels of government to implement key reforms that will ensure WA can diversify its drivers of economic growth.
- There are a number of important areas of reform that must be addressed to ensure WA's successful transition away from resources investment led growth, including include budget repair; removing restrictions on Local Governments' ability to raise revenue; and additional funding to address infrastructure gaps.

**WALGA Recommendation:**

That the interim submission to the Productivity Commission study into Transitioning Regional Economies be endorsed.

**City Officer Comment:**

The WALGA submission identified that Local Government has a significant role to play in the growth of the economy but also suggests that:

- Some of the legislative barriers preventing certain economic activity be removed;
- The need to address short and tall in infrastructure; and
- An expansion of the economic base (ie based on mining and the resource) to one of the more broad board approach to investment and productivity.

**City Officer Recommendation:**

That the WALGA recommendation be supported.

**Zone Recommendation to State Council:**

The Zone adopted the recommendation.

**State Council Decision:**

The State Council adopted the recommendation.

**WALGA State Council and Zone Agenda  
Agenda Summary and Recommendations**

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In addition the State Council considered the following topic as an 'emerging issue' because of its significance;

**4. EMERGING ISSUE**

**4.1 CCC Commissioner Comments on the Local Government Sector**

**Background:**

In releasing the CCC report into the Shire of Exmouth, The CCC Commissioner made comments that were specific to the report into the Shire of Exmouth and previously the Shire of Dowerin, however the comments implied that the issues were systemic throughout Local Government in WA.

WALGA would contend that the issues that the CCC Commissioner refers to following the inquiry into to Dowerin and Exmouth are not systemic throughout Local Government in WA. In saying this, WALGA does not condone any misconduct or criminal activity taking place within the sector.

WALGA adopted the following resolution;

**That WALGA:**

1. Write to the CCC Commissioner as a matter of urgency seeking an apology on behalf of the Local Government sector in relation to unsubstantiated comments and generalisations made about the sector; and,
2. Invite the CCC Commissioner to the June special meeting of State Council in relation to point 1 above.



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

Nil

**17. CONFIDENTIAL REPORTS**

Nil

**18. QUESTIONS FROM MEMBERS**

**19. PUBLIC QUESTION TIME**

**20. NEXT MEETING DATE**

Wednesday, 14 June 2017

**21. CLOSURE**