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

CONFIRMED

CITY OF BUSSELTON

MINUTES OF THE COUNCIL MEETING HELD ON 16 NOVEMBER 2022

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MINUTES

MINUTES OF A MEETING OF THE BUSSELTON CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 16 NOVEMBER 2022 AT 5.30PM.

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

The Presiding Member opened the meeting at 5.30pm.

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

The Presiding Member advised the meeting was being recorded and livestreamed.

2. ATTENDANCE

Presiding Member:		Members:	
Cr Grant Henley	Mayor	Cr Paul Carter	Deputy Mayor
		Cr Sue Riccelli	
		Cr Kate Cox	
		Cr Anne Ryan	
		Cr Phill Cronin	
		Cr Jodie Richards	
		Cr Mikayla Love	

Officers:

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

Apologies:

Nil

Approved Leave of Absence:

Cr Ross Paine (C2210/253)

Media:

Nil

Public:

15

3. PRAYER

The prayer was delivered by Pastor Tony Peak of Abundant Life Centre.

4. APPLICATION FOR LEAVE OF ABSENCE

Nil

5. DISCLOSURE OF INTERESTS

The Mayor noted he would be disclosing impartiality interests in relation to Item 14.1 'Busselton War Memorial' and Item 15.2, "MERG Outcomes'.

The Mayor advised that, in accordance with regulation 22(2)(b) of the *Local Government (Model Code of Conduct) Regulations 2021*, these declarations would be read out immediately before these items were discussed.

6. ANNOUNCEMENTS WITHOUT DISCUSSION

Announcements by the Presiding Member

Nil

7. QUESTION TIME FOR PUBLIC

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

Response to Previous Questions Taken on Notice

The following questions were taken on notice by the Council at the 21 September 2022 Ordinary Council meeting.

7.1 Mrs Jill Walsh

Question
Why was only $400,000 of funding applied for to undertake Stage 3 of the Vasse River which is a much larger section than Stage 1, and the sediment is much deeper in Stage 3, and when Stage 1 wasn't even completed at a cost of more than $600,000? Why has the City only applied for $400,000 in funding?

Response
The external funding that has been secured for what is envisaged to be the third stage of sediment removal in the Lower Vasse River, planned for an area upstream of the Strelly Street Bridge, is from the State Natural Resource Management Community Stewardship Programme.

The maximum amount of funding that can be awarded from that Programme for a single project is $450,000. The City applied for and was awarded $407,964. The City also expects to be able to allocate up to approximately $275,000 from own source revenue, bringing the project budget to a total of approximately $683,000.

That total budget has been developed based on feedback from a range of potential contractors or project managers with an experience of sediment removal work, and includes costs associated with obtaining environmental approvals, and meeting any conditions of those approvals, in addition to the cost of the actual dredging work itself. Until all relevant environmental approvals have been obtained, more detailed project planning undertaken and procurement processes have been completed, however, the costs cannot be known with certainty.

Question
How much funding did the City receive to go towards Stage 2?

Response
The City has not identified a suitable funding programme to apply to for funding assistance with what is planned as the second stage of sediment removal in the Lower Vasse River. As such, the second stage is planned to be funded from the City's own source revenue only. The City seeks to identify and apply for external funding for sediment removal on an active and ongoing basis, and should additional opportunities emerge, would look to make further funding applications.

Question
Why would the Honourable Jackie Jarvis be telling the public that there are no contractors available when none other than Apex Envirocare have been consulted?

Response
As advised by the Mayor on 19 October 2022, you would need to address that question to the Hon. Jackie Jarvis MLC. The City can, however, provide some information that would support such a contention, as set out briefly below.

The City advertised a Request for Tender (RFT) in September-October 2021 to undertake a first and second stage of sediment removal in the Lower Vasse River. Despite publicly and broadly advertising the RFT, only one response was received, which was from Apex Envirocare for a first stage of sediment removal. Other contractors declined to tender. In accordance with local government procurement regulations, the City was able to and did seek a quote from Apex to undertake a second stage, and that quote has now been accepted by the City. The City is aware of another environmental dredging projects in the District that went to tender and no tenders were received at all. More broadly the City understands that the availability of potentially suitable dredging contractors was and remains very limited in Western Australia.

7.2 Mr Andrew Macnish

Question
Pursuant to the City's response last week to my previous questions, will a Councillor or the Acting CEO propose to the next available council agenda a motion that initiates a council policy detailing the extent to which staff are potentially able to compromise full transparency in summarising and thereby editing, redacting and potentially sanitising the full version of public questions asked?

Response
I refer to the previous response given to your questions on 10 October 2022 in the minutes published on 26 October 2022. The minutes are recorded in accordance with Regulation 11 of the *Local Government (Administration) Regulations 1996*, which require a summary of each question raised and a summary of the responses to the questions. There is currently no proposal to develop a policy.

Question Time for Public

7.3 Mr Keith Sims

Question
The BPACC Business Operations Draft Plan Version 6 (January 2022) has the net operating surplus deficit for 2031/32 as $1,796,495. The estimated operating forecast for January 2022 for the 2031/32 period has an operating deficit of $1,814,221. Why is there a Version 6 draft, and why are the forecast operating costs higher than previously mentioned?

Response
(Mrs Naomi Searle, Director Community and Commercial Services)
The value of the construction costs had increased, and the increase in forecast operational cost considered the updated asset management requirements.

We have employed some staff, but have also have delayed the employment of some staff, therefore the operational costs for this financial year will be less than that forecast. The BPACC Business Plan is a live document.

Question
The newest BPACC Business Case is dated March 2022, however on page 78 it states 'updated and signed off by Mr Mike Archer' on 11 May 2022. On page 57 of this same Business Case a figure of $1,500 per hire for the not-for-profit community groups, versus $1,545 on page 6 of the January 2022 Business Case.

Have community groups been informed of the reduced price, or when will those groups be advised of the actual cost-per-hire?

Response
(Mrs Naomi Searle, Director Community and Commercial Services)
We have adopted fees and charges for Saltwater and as we are communicating with community groups and potential hirers, we are informing them of the adopted fees and charges.

Question
Are we able to view the adopted fees and charges?

Response
(Mayor Grant Henley)
The fees and charges are in the adopted fees and charges document, which is a public document as part of the budget. Charges will also be adopted and advertised for next financial year when Saltwater is open.

Question
In a letter from the Office of the Minister for Local Government regarding the Local Government Reforms, local governments were invited to choose one of two options in relation to Election Reforms. Option 1 could result in all Council Offices being declared vacant, with elections then being held to fill Council offices split between two and four year terms to resume ordinary election cycles. This would mean that the community would vote for a Mayor. Which of the two options has the City of Busselton chosen?

Response
(Mayor Grant Henley)
We have been asked to nominate through the Local Government Pathway and have by resolution decided to go through whatever the reform process is instituted by the State Government, rather than going through a process ourselves.

7.4 Mr Kevin Strapp

Question
Regarding the BPACC, has any money from the $3 million contingency fund been expended, and if so, how much?

Response
(Mrs Naomi Searle)
A small portion has been allocated to construction variations, however the amount is minor, being under $50,000.

Question
Since the construction contract was signed, have any building amendments been agreed to by both parties, and if so, how much are the additional costs, if any?

Response
(Mr Oliver Darby, Director Engineering and Works)
There have been changes to the design and at this point in time there are no additional costs.

Question
Are there any cost overruns within the BPACC Project?

Response
(Mrs Naomi Searle)
We are within budget.

7.5 Mr Andrew Macnish

Question
What mechanism would need to occur to ensure two specifically targeting KPI's are placed in the new CEO's contract to improve the City's Governance performance and help ensure the governance failings of 2022 as documented in a letter sent to the Mayor on the 7th November 2022 never occur again, and also the City's true embracing and implementation of transparency, and accountability as the driving values of everything it does?

Response
(Mayor Grant Henley)
The mechanisms would be the CEO's KPI's and interim KPI's that are set on initial employment, which will be established by Council resolution.

7.6 Mr Leith Bornatici

Question
How many Councillors were born in Busselton, and how many are descendants of Busselton?

Response
(Deputy Mayor Paul Carter)
Myself and Councillor Paine.

(Councillor Mikayla Love)
I moved here when I was six, my sister was born here and my partner is fourth generation Busselton born and bred.

8. CONFIRMATION AND RECEIPT OF MINUTES

Previous Council Meetings

8.1 Minutes of the Special Council Meeting held 12 October 2022

COUNCIL DECISION

C2211/269 Moved Councillor J Richards, seconded Councillor A Ryan

That the Minutes of the Special Council Meeting held 12 October 2022 be confirmed as a true and correct record.

CARRIED 8/0

8.2 Minutes of the Council Meeting held 19 October 2022

COUNCIL DECISION

C2211/270 Moved Councillor A Ryan, seconded Councillor K Cox

That the Minutes of the Council Meeting held 19 October 2022 be confirmed as a true and correct record.

CARRIED 8/0

8.3 Minutes of the Special Council Meeting held 2 November 2022

COUNCIL DECISION

C2211/271 Moved Councillor A Ryan, seconded Councillor P Carter

That the Minutes of the Special Council Meeting held 2 November 2022 be confirmed as a true and correct record, subject to a correction to the minute of Item 6.1.

CARRIED 8/0

Committee Meetings

8.4 Minutes of the Airport Advisory Meeting held 12 October 2022

COUNCIL DECISION

C2211/272 Moved Councillor P Carter, seconded Councillor J Richards

That the Unconfirmed Minutes of the Airport Advisory Meeting held 12 October be noted as received.

CARRIED 8/0

8.5. Minutes of the CEO Selection Committee Meeting held 19 October 2022

COUNCIL DECISION

C2211/273 Moved Councillor K Cox, seconded Councillor P Carter

That the Unconfirmed Minutes of the CEO Selection Committee Meeting held 19 October 2022 be noted as received.

CARRIED 8/0

8.6 Minutes of the CEO Selection Committee Meeting held 31 October 2022

COUNCIL DECISION

C2211/274 Moved Councillor A Ryan, seconded Councillor J Richards

That the Unconfirmed Minutes of the CEO Selection Committee Meeting held 31 October 2022 be noted as received.

CARRIED 8/0

8.7 Minutes of the Finance Committee Meeting held 2 November 2022

COUNCIL DECISION

C2211/275 Moved Councillor A Ryan, seconded Councillor P Carter

That the Unconfirmed Minutes of the Finance Committee Meeting held 2 November 2022 be noted as received.

CARRIED 8/0

5:50pm At this time, the Presiding Member brought forward Presentations by Parties with an Interest in accordance with section 5.2(1) of the City of Busselton *Standing Orders Local Law 2018.*

9. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

Presentations

Mr Stuart Anderson spoke with respect to Supplementary Agenda Item 9.1, 'Petition – Relocation of Busselton War Memorial' and Item 14.1, 'Busselton War Memorial'. Mr Anderson was in support of the officers recommendation for Item 9.1 and amended recommendation for Item 14.1.

Mr Cameron Leckey spoke with respect to Item 13.1, 'Proposed Abbey South Structure Plan and Associated Amendment No. 55 to Local Planning Scheme No. 21 – Consideration for Adoption'. Mr Leckey was in support of the amended recommendation.

9.1 PETITION - RELOCATION OF BUSSELTON WAR MEMORIAL

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.1 Provide opportunities for the community to engage with Council and contribute to decision making.
SUBJECT INDEX	Petitions
BUSINESS UNIT	Corporate Services
REPORTING OFFICER	Manager Governance and Corporate Services - Sarah Pierson Director, Engineering and Works Services - Oliver Darby
AUTHORISING OFFICER	Acting Chief Executive Officer - Paul Needham
NATURE OF DECISION	Noting: The item is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Petition Letter (Redacted) Attachment B Petition Signatures (Redacted)

The officer recommendation was moved and carried.

COUNCIL DECISION

C2211/276 Moved Councillor A Ryan, seconded Councillor J Richards

That the Council:

1. **receive the petition requesting that the Council abandon plans to relocate the Busselton War Memorial (War Memorial) and Memorial Wall to Rotary Park and seeking**
   - **(a) that the War Memorial be restored to its original state, and**
   - **(b) that the City supports the heritage listing of the War Memorial Site.**
2. **notes that the relocation of the War memorial is the subject of item 14.1 of this meeting agenda.**

CARRIED 8/0

OFFICER RECOMMENDATION

That the Council

1. receive the petition requesting that the Council abandon plans to relocate the Busselton War Memorial (War Memorial) and Memorial Wall to Rotary Park and seeking
   - (a) that the War Memorial be restored to its original state, and
   - (b) that the City supports the heritage listing of the War Memorial Site.
2. notes that the relocation of the War memorial is the subject of item 14.1 of this meeting agenda.

EXECUTIVE SUMMARY

A Petition (the Petition - Attachment B with personal information redacted) and cover letter (Attachment A with personal information redacted) was received from the Petitioners on 7 November 2022 requesting as follows:

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall.

That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial In WA, built in 1919, to Its original state and note the Memorials (Obelisk and Wail) are owned by the City (not the RSI) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The requirements for a petition to be heard by Council is set out by Standing Order 6.9 of the *City of Busselton Standing Orders Local Law 2018*, specifically that it:

(a) be addressed to the Mayor;
(b) be made by electors of the district;
(c) state the request on each page of the petition;
(d) contain the name, address and signature of each elector making the request;
(e) contain a summary of the reasons for the request;
(f) state the name of the person to whom, and an address at which, notice to the petitioners can be given; and
(g) be respectful and temperate in its language.

The Presiding Member has the discretion to accept the Petition for consideration if it meets a majority of the above requirements. The Petition meets all of the requirements, noting that while the cover letter is addressed to the Acting CEO, each page of the Petition is addressed to the Mayor. The Petition contains 244 signatures.

Pursuant to Standing Order 6.9(3), the Council then has the following options:

(a) receive the petition;
(b) reject the petition;
(c) receive the petition and refer it to the CEO to prepare a report to Council / Committee;
(d) receive the petition and refer it to the CEO for action.

The relocation of the Busselton War Memorial is the subject of Item 14.1 on this same agenda for the 16 November 2022 Council meeting. The recommendation of Item 14.1 is that the Council endorse the concept designs for the potential relocation of the War Memorial to Rotary Park (as presented) for the purposes of further community engagement, and, on completion of the community engagement, request the CEO present a report to the Council for a final determination on the relocation.

Given the recommendation for further community engagement and a further report to Council post that, it is recommended that the Petition be received by the Council.

City of Busselton | Application No | Receipt No | City of Busselton
CIO ID MB
07 NOV 2022
Property ID | Doc ID
Retention

Stuart Anderson
[redacted]

6th November 2022

To A/Chief Executive Officer
City Of Busselton
2 Southern Drive
Busselton WA 6280

Dear Sir/Madam

RE; Community Petition submission Objecting to the intended relocation of the Historical Busselton War Memorial

Please find enclosed signed petitions objecting to the subject intended relocation of the Historical Busselton War Memorial.

The Community petition contains two hundred and forty five signatures at this stage and is forwarded to the Busselton City Council for records and action of the objection by the Busselton City community of the City Councils intended relocation of the Historical Busselton War Memorial.
*

The community wants it known to the Busselton City Council Staff and City councillors that the relocation of this important community owned Historical War Memorial "does not have to be done" and that the expense of moving this memorial is "not warranted" and a waste of City council staff time and of rate payers/stakeholders money as an "unnecessary expense."

Further, the intended relocation/destruction of this memorial is not an "urgent" required City Council infrastructure item such as a Road, Footpath, Drainage item etc., and the intended relocation/destruction of this Historical Heritage Memorial "does not have to be done". That the Community are submitting the enclosed objection Petition that the Busselton City Council and City Councillors "abandon" any further plans and that monies allocated in the budget be put towards the enhancement of the current Historical Heritage structure. Ie; Landscape upgrade by way of new Rose flower Beds, Two extra flag poles and for Floodlighting at night.

Precis; of reasons for maintaining the Historic Heritage Busselton War memorial at its present site

1. The Current location is a historic heritage high profile 100 year location. The intended location of Rotary park is an inferior site being the old city council rubbish tip and will be out of sight out of mind.

2. Moving the memorial the Historic structure and integrity of the memorial will be lost and any new structure will have no significance history or heritage value.
3. Traffic at the present location traffic has been reduced by up to 60% according to the City of Busselton due to the Eastern Link. Traffic in the present vicinity is passive traffic as it is controlled by traffic lights bringing traffic to a controlled slow quiet stop. Rotary Park is bounded by the Eastrern Link and Causeway road. Both fast flow traffic roads and will be noisy. Access to Rotary Park will be dangerous as the Causeway road has fast traffic flow making access difficult and dangerous for vehicle and pedestrians.
4. Moving the memorial for parking and toilet facilities does not warrant relocation as at last ANZAC ceremony 2022 there was an attendance of 5000 community members who found easy access to parking and toilet facilities in the vicinity. The small car park at Rotary park would be inadequate.
5. Location of any new structure being near to the RSL facilities is inconsequential as the RSL facilities are a 250mtrs further on and over the opposite side of the Causeway Road.
6. The Current location site has dais facilities for dignitaries.

There are other issues with the Rotary Park site which need to be looked at as well and these need further investigation and advice to be obtained.

Requesting this petition be recorded and actioned in accordance with the City of Busselton Protocol.

Yours faithfully

Stuart Anderson
Busselton WA
[redacted]

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall. That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial in WA, built in 1919, to its original state and note the Memorials (Obelisk and Wall) are owned by the City (not the RSL) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
22/10/22	L. Skidmore	[redacted]	[illegible]	
21.10.22	G WIGGINS.		[illegible]	
23.10.22	L. Exley		[illegible]	
23/10	M Ginkey		[illegible]	
23/10.	C. Hallett		[illegible]	
24/10	[illegible]		[illegible]	
2	[illegible]		[illegible]	
29/10	Robyn Sosa		[illegible]	[redacted]
29/10	IAN McKINNON			
30/10	H. Wallace		[illegible]	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTON HERITAGE@PROTON.ME

1

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall. That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial in WA, built in 1919, to its original state and note the Memorials (Obelisk and Wall) are owned by the City (not the RSL) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
12/10/22	Rachael Cinsby	[redacted]	[redacted]	
15/10/22	JOHN MILLAR			
15/10/22	LESLEY RAMSAY			
15.10.22	MURRAY BROWN			
15.10.22	Jackie Brown			
15/10/22	BRYAN WAYMAN			
15/10/22	Liz WAYMAN			
" "	Rebecca Andrick			
15/10/22	Valda Clarke			
18/10/22	Dee-ann Jenkins			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] mail: BUSSELTONHERITAGE@PROTON.ME

2

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall. That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial in WA, built in 1919, to its original state and note the Memorials (Obelisk and Wall) are owned by the City (not the RSL) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
30/9	S. ANDERSON	[redacted]	[illegible]	[redacted]
8/10	G. BARBER		[illegible]	
10/10	M. McEWAN		[illegible]	
10/10/22	J. Jolliffe		[illegible]	
10/10/22	P.M. Ashurst		P.M Ashurst	
10/10/22	S DIXON		S Dixon	
10/10/22	M Butcher		[illegible]	
11/10/22	J.F Ashurst		[illegible]	
	[illegible]			
15/10	Rosemary HARRISON		R Harrison	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTON HERITAGE @ PROTON. ME

3

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall. That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial in WA, built in 1919, to its original state and note the Memorials (Obelisk and Wall) are owned by the City (not the RSL) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
8.10.22	Tania Adams	[redacted]		
	Phil Rossiter			
	Brett Young			
	Tanya Bartram			
	Jason Worrall			
	Natalie Cox			
	Tim Rutt			
	Lauga Staley			
	[illegible]			
	Rob Griffiths			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

4

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall. That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial in WA, built in 1919, to its original state and note the Memorials (Obelisk and Wall) are owned by the City (not the RSL) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	MBL OR EMAIL
28/10/22	Lakeeta Farrell	[redacted]		[redacted]
28/10/22	Corbin VanWingerden			
28/10/22	MALCOLM COOPER			
28/10/22	CHRIS THAYTON			
28/10/2022	Mandy Skelton			
28/10/2022	LESLEY HOWE			
28/10/2022	Eleanor Lindores			
28/10	Shaun Rowe			
28-10	M. Craigie			
28/10	SUSAN WINCHCOMBE			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

5

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	MBL OR EMAIL
28/10	Gracie	[redacted]		[redacted]
28/10	Andy Freeman			
28/10	Chelsea Cooke			
28/10	Tania Treasure			
28/10	Cheryl Scott			
28/10	Dan Edwards			
28/10	MARK HODGES			
28/10	Kristi Cruse			
28/10	Helen GODFREY			
28/10	Joanne Jones			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

6

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	MBL OR EMAIL
28/10	Alice Mauritz	[redacted]	[signature]	[redacted]
28/10	Lauren Cooper		[signature]	
28/10	Driver Sustele		[signature]	
28/10	LOREN BAILEY		[signature]	
28/10	DAVE WILSON		[signature]	
28/10	LENNY WILSON		L. Wilson	
28/10	VALMA COLLETT		V. Collett	
28/10	[signature]		[signature]	
29/10	JUSTIN BELL		[signature]	
29/10	TANYA BELL		[signature]	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTON HERITAGE@PROTON.ME

7

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	OPTIONAL MBR OR EMAIL
29/10/22	IAN MAGUIRE	[redacted]		[redacted]
28/10/22	Anika Homble			
28/10/22	Jane Cooper			
	Jenny Pett			
28/10/22	CAM GRIFFITHS			
28/10/22	LISA GRIFFITHS			
28/10/22	CEICH MONRITE			
28/10/22	Barry Grimmond			
	Graeme Bailey			
28/10/22	Amanda Lundstrom			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] mail: BUSSELTONHERITAGE@PROTON.ME

8

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	OPTIONAL MBL OR EMAIL
28/10/22	Kate Bussell	[redacted]	KBussell	
28/10	Darragh Bass		[illegible]	
28/10/22	Ben Olden		[illegible]	
28/10/22	Charlie Bee		C Bee	
12/6/07	Hendricks maxwell		hmaxwell	
28/10/22	[illegible]		[illegible]	
28/10/22	C Maguire		[illegible]	
28/10/22	Greg Humble		[illegible]	
25/10/22	Kim Humble		[illegible]	
28/10/22	Sophie Carter		[illegible]	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTON HERITAGE@PROTON.ME

9

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
28-10-22	Antony Old	[redacted]		
28/10/22	Andrea Old			
28/10/22	Everett Day			
28/10/22	Mathew Day			
28.10.22	Viv Blyde			
28/10/22	Carol Palmer			
	Griffin Jancey			
28/10/22	Bee Hamby			
28/10/22	Lindsay Ross			
28/10	Lorelei Hill		Hill	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

10

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	MBL OR EMAIL
28.10.22	REX NEAL	[redacted]	[redacted]	[redacted]
	Jody French			
	Clive McDonnell			
	Rex Baker			
	Rod Swallow			
	Tony Roberts			
	Noelle Jancey			
	Joellen Daly			
	Liam Daly			
	S. Watson			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	MOB OR EMAIL
28/10/22	SIMON HOYLE	[redacted]		[redacted]
28/10/22	DENNIS Haddon		D Haddon	
28/10/22	Kim Winn			
28/10/22	Naomi Smith		N Smith	
28/10/22	Kerry Hutchins			
28/10/22	Christine Reveley			
28/10/22	Judy Bucella			
28/10/22	Keith Dickson			
28/10/22	Lachlan Finlay			
28/10/22	Hamish Finlay			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

12

Petition to the City Of Busselton
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We, the undersigned, do respectfully request that the Council:

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	OPTIONAL MBL OR EMAIL
*28/10/22	Charlotte Poke	[redacted]		
28/10/22	Lee Rae			
28/10/22	Michelle Theobald			
28/10/22	PAUL MASINI			
28/10/22	F ZUANICH			
28/10/22	E JONES			
28/10/22	Sandra Dickson			
28/10/22	BARRY ROWLAND.			
24/10/22	Chris Jacka			
28.10.22	Tori Beardsley			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

13

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

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The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	OPTIONAL MBR OR EMAIL
28/10/22	C. Abbott	[redacted]	[redacted]	[redacted]
28-10-22	Melinda Moyle			
28-10-22	L. Rees			
28/10/22	J Hole			
28/10/22	WITHHELD			
11	Paul Hole			
28/10/22	KEITH ROSE			
28/10/22	Oakley Droge			
28/10/22	Josephine Murray			
28/10/22	CLAIRE SIMPSON			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

14

Petition to the City Of Busselton
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The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
18/10/22	Amanda Zessin	[redacted]	Zessin	[redacted]
	BRIAN BLAND			
	[illegible]			
	June Lynn			
	Pat Snowdon			
	Sharon Rankin			
28/10/22	Jonathon Bignell			
	JAMIE MOYLE			
	VICKI WESLEY			
	PHILLIP OVERRINGTON			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

15

Petition to the City Of Busselton
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The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	MBR OR EMAIL
28-10-22	LES SUTTON	[redacted]	L. Sutton	[redacted]
28.10.22	Indi Van Wingerden			
28.10.22	TREVOR RUERITH			
28/10/22	DAVE CARTER		D. Carter	
28/10/22	Da-Pendlebury			
28/10/22	ORION PENDLEBURY			
28.10.22	C CRAIGIE			
28.10.22	Shelley Janitz			
28.10.22	Margaret Winchcombe			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

16

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	OPTIONAL MBL OR EMAIL
29.10.22	Barbara Napier	[redacted]		
29.10.22	Corey Napier			
—	SANDY JOHNSON			
29/10	[illegible]			
29-10-22	[illegible]			
29/10/22	[illegible]			
29/10/21	Kate Nelligan			
29/10/22	[illegible]			
29/10/22	Keisha Lanning			
27/10/22	[illegible]			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

17

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

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The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
29/11	KEITH LAMING	[redacted]	[illegible]	
29/10	Xzavier Laming		X. Laming	
29/10	Lisa Laming		[illegible]	
29/10	Christine Lodu		[illegible]	
29/10	JENNINGS		[illegible]	
29/10	Tom Morris		TM	
29/10	Faye Middenhall		[illegible]	
29/10	Stephanie Greene		[illegible]	
29/10	Hannah Rees		[illegible]	
29/10	Beth Rees		BRees	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTON HERITAGE @ PROTON. ME

18

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

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The names, addresses and signatures of the petitioners* are as follows:

OPTIONAL MBL OR EMAIL

Date	Name	Address (include suburb)	Signature	
29.10	J. MILNER	[redacted]		
29/10	J EVANS			
29/10	H. Mell			
29/10				
29/10	B Haynes			
29/10	S. Mckeisk			
29/10	K. NELLICAN			
29/10	Z. LOHR			
29/10	K Ritchie			
29/10	R LOCKE			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

19

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

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The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
29/10/22	[illegible]	[redacted]	[signature]	
29/10/22	Rebecca Godridy		[signature]	
29/10/22	Janice Payne		[signature]	
29/10/22	ALLEN COOPER		[signature]	
29/10/22	Veronica Weston		[signature]	
29/10/22	Russell Weston		[signature]	
29/10/2022	ANDY BRANDSTATE		[signature]	
29/10/2022	VAL BRANDSTATER		[signature]	
"	Jan Baker		[signature]	
"	DAVE SLATER		[signature]	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

20

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	MOBILE OR EMAIL
29/10/22	ANDREW Rummer	[redacted]		[redacted]
29/10/22	Marilyn McKie			
29/10/22	Mitch McKie			
29/10/22	Ellie McKee			
29/10/22	Graham Mason			
29/10/22	SARA IGNG			
29/10/22	Aaron Wilde			
29/10/22	Nicole Wilde			
29/10/22	Melville Chee			
29/10	Ezvee Swannell			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

21

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

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The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
29/10	Tom Rees	[redacted]	Trees	
29/10	Caleb Rees		CRees	
29/10	Jill Walsh		JWalsh	
29/10	Andrew Dickie			
29.10.	KRIS CARTER			
"	Terri Watson			
	SHIRLEY MOSE			
	Diana CARR			
29/10	HEIDI RUMMA			
29/10	Allister Bartley			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

22

Petition to the City Of Busselton
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Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
7/11/22	KEVIN KRAPP	[redacted]		
7.11.22	Michelle Shock			
7/11/22	KEITH SIMS			
7/11/22	DON EVILL			
7/11/22	Terry Ealing			
7/11/22	TREVOR FITZGERALD			
7/11/22	GORDON BLEECHMORE			
7/11/22	J Cressey			
7/11/22	B. Simms			
11	J. SAWKINS			
11	J STRICKLAND			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

23

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall. That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial in WA, built in 1919, to its original state and note the Memorials (Obelisk and Wall) are owned by the City (not the RSL) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

Date	Name	Address (include suburb)	Signature	
31.10.2022	Hilary Wood	[redacted]	HWood	
31/10/2022	JOHN MESSER		John Messer	
31/10/22	Karen Marsh			
31/10/22	[illegible]			
1/11/22	JOHN AYERS			
1/11/22	[illegible]			
1/11/22	am Scott		am Scott	
1/11/22	Nola Angus		N Angus	

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

[redacted]

24

Petition to the City Of Busselton
TO: Mayor, City of Busselton, 2 Southern Drive, Busselton WA 6280 city@busselton.wa.gov.au

We, the undersigned, do respectfully request that the Council:

Abandon the plans forthwith of the relocation to Rotary Park (a former tip site) of the Busselton War Memorial and Memorial Wall. That the $340,000, set aside for the relocation, is used to restore the oldest War Memorial in WA, built in 1919, to its original state and note the Memorials (Obelisk and Wall) are owned by the City (not the RSL) and therefore the community. It should also be noted the historic plaques to Busselton's founder John Garrett Bussell and Phoebe Bower, are located in this area.

Further that the City supports the heritage listing of the Site to ensure its retention in the future.

The names, addresses and signatures of the petitioners* are as follows:

MBL OR EMAIL

Date	Name	Address (include suburb)	Signature	
29/10	GARY QUOTY	[redacted]		[redacted]
29/10	HENK GEERLING			
29/10	LEWIN GREEN			
29/10	Lois Hodges			
29/10	COLIN PAYNE			
31/10	Mat Maynard			

Correspondence in respect of this petition should be addressed to:
Name: S. ANDERSON Address: [redacted] Email: BUSSELTONHERITAGE@PROTON.ME

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Presentations

Nil

Deputations

Nil

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

Nil

11. ITEMS BROUGHT FORWARD

ADOPTION BY EXCEPTION RESOLUTION

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

COUNCIL DECISION

C2211/277 Moved Councillor P Carter, seconded Councillor A Ryan

That the Committee Recommendations for Items 12.1, 12.2, 12.3, 12.4 and 12.5, and the and Officer Recommendations for Items 13.3 and 17.1 be carried en bloc:

12.1 Airport Advisory Committee - 12/10/2022 - BUSSELTON MARGARET RIVER AIRPORT - OPERATIONS UPDATE

12.2 Finance Committee - 2/11/2022 - LIST OF PAYMENTS MADE - SEPTEMBER 2022

12.3 Finance Committee - 2/11/2022 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 30 SEPTEMBER 2022

12.4 Finance Committee - 2/11/2022 - RATE EXEMPTION APPLICATION - RAY VILLAGE AGED SERVICES INC

12.5 Finance Committee - 2/11/2022 - RATE EXEMPTION APPLICATION - JOBS SOUTH WEST INC

13.3 DRAFT LOCAL STRUCTURE PLAN, LOTS 176, 201 AND 9000 RENDEZVOUS ROAD, VASSE - REPORT FOR ADOPTION FOR FINAL APPROVAL

17.1 COUNCILLORS INFORMATION BULLETIN

CARRIED 8/0

EN BLOC

12. REPORTS OF COMMITTEE

12.1 Airport Advisory Committee - 12/10/2022 - BUSSELTON MARGARET RIVER AIRPORT - OPERATIONS UPDATE

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.4 Develop aviation opportunities at the Busselton Margaret River Airport.
SUBJECT INDEX	Busselton Margaret River Airport
BUSINESS UNIT	Commercial Services
REPORTING OFFICER	Airport Operations Coordinator - Nicholas Cooper
AUTHORISING OFFICER	Manager Economic and Business Development Services - Jennifer May
NATURE OF DECISION	Noting: The item is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Nil

This item was considered by the Airport Advisory Committee at its meeting on 12/10/2022, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2211/278 Moved Councillor P Carter, seconded Councillor A Ryan

That the Council receives and notes the Busselton Margaret River Airport Operations Report.

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council receives and notes the Busselton Margaret River Airport Operations Report.

EXECUTIVE SUMMARY

This report provides an overview of the operations and activities of the Busselton Margaret River Airport (BMRA) for the reporting period 1 July 2022 through 30 September 2022. This includes an update on passenger numbers, regular public transport services (RPT), closed charter and general airport operations.

BACKGROUND

The BMRA has seen continued growth in aircraft landings and passenger numbers with Jetstar RPT services, additional closed charter flights operating during the reporting period**.**

Aircraft Movements

The total number of scheduled services operating from the BMRA as of the end of the reporting period is 33 movements per week, with 30 Fly in Fly out (FIFO) closed charter and 3 RPT services. This has increased from a total of 15 flights FIFO closed charter flights movements from the same reporting period 2021.

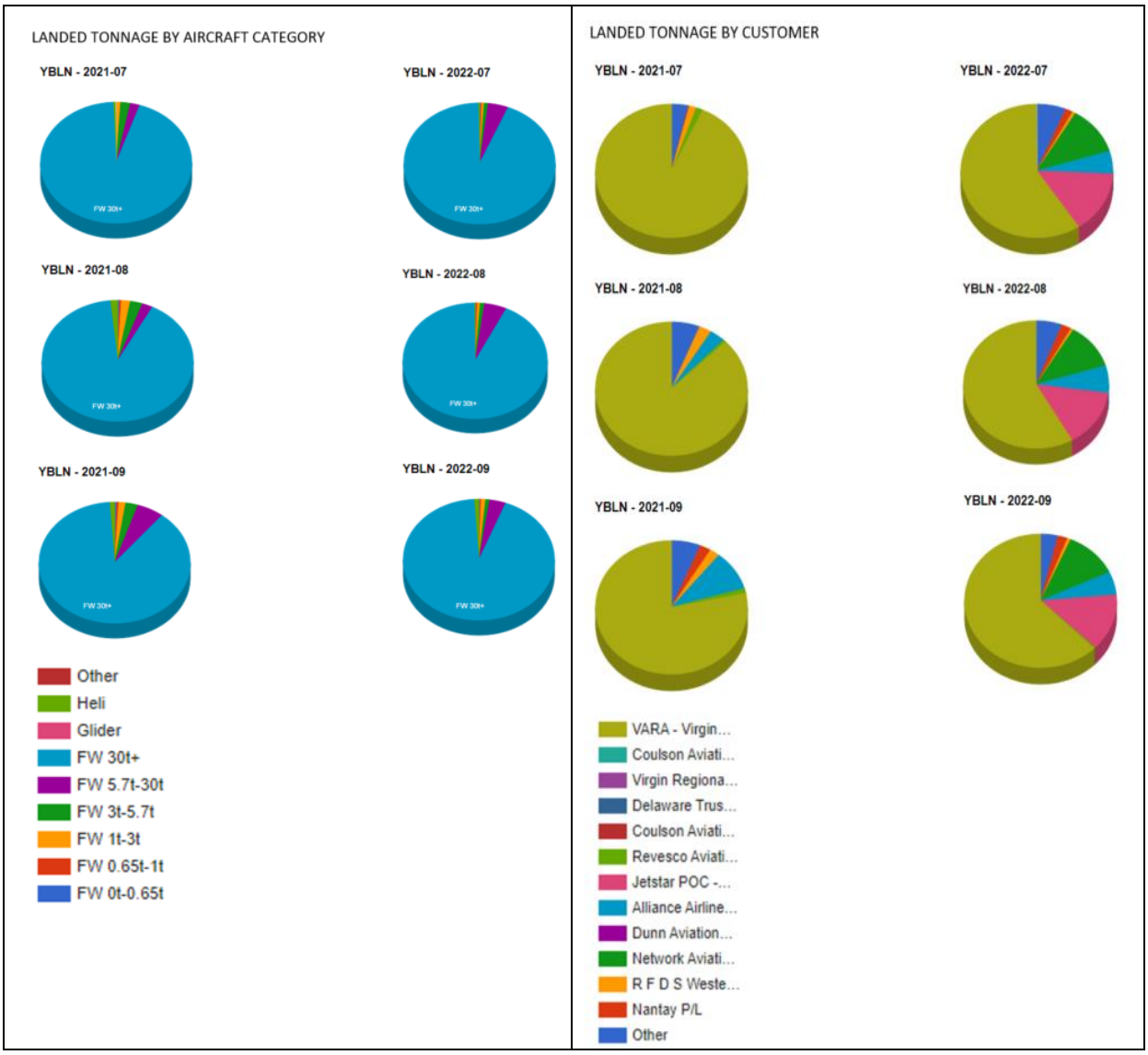
Currently there are 6 airlines operating from the BMRA with RPT and closed charter services utilising the F100, A320, Dash 8 and Metro aircraft servicing destination such as Melbourne, North West mine sites - Boolgeeda, Barimunya, West Angeles, Newman, Roy Hill and Karratha.

Alliance airlines and Pioair have also been operating from the BRMA with Captains Choice and APT tours utilising F100 and BAE 146 aircraft, parking on the southern apron for multi night stays.

The total number of aircraft landings has increased over all aircraft categories during the reporting period (766) compared to the same period (590) in 2021.

Aircraft type and usage graphs

The following graphs relate to the reporting period and give a representation of aircraft usage by MTOW and of the breakdown of airport utilisation in tonnage per customer.



Passenger Numbers

Passenger numbers for the reporting period (July - September 2022) are estimated at a total of 29,500 passengers through the BMRA compared to 11,918 for the same period in 2021, representing an increase of over 147%.

The increase in passenger numbers can be attributed to the growth in FIFO passenger numbers across all closed charter airlines servicing Rio Tinto, BHP and FMG, and the commencement of Jetstar services

Carpark

Currently 1,717 FIFO passenger swipe cards have been issued to access the BMRA car park at a discounted rate. The average daily occupancy for the reporting period was 425 parked patrons per day.

The public car park has now reached capacity on a number of occasions, usually around the swing change on Tuesday mornings. Construction of the new public car park has commenced by Carbone Bros Pty Ltd with practical completion mid-December providing an additional 250 bays. The external fenced area erected to the north of transport operator's car park has been installed and being well utilised by FIFO passengers at peak parking capacity times. This area is now holding around 2/3 capacity with a total capacity of 160.

Airport staff are now having to commit significant time to carpark related issues on a daily basis including FIFO card issuing, barrier and ticket problems. A review of the car parking system and processes will be performed to gain efficiencies going forward

Operations Management

The focus for the reporting period has been on:

Investigation into the maximum utilisation of the central apron has been ongoing as a result of changes in FIFO aircraft type and schedules to address apron bay usage restrictions, apron lighting configuration and inclusion of new GSE equipment storage areas.

General Aviation (GA) precinct activation including the rationalization of hangar lots, lease provisions for interested parties and area lighting design to comply with the new Part 139 MOS provisions around GA areas.

A RFQ was advertised for a new BMRA Master Plan between the 19 September and 6 October with a focus on business and commercial development. The existing BMRA Master Plan (2016-36) developed in 2016 had a strong focus on infrastructure, for which the majority has now been achieved.

A RFQ for the review of the BMRA Wildlife and Hazard Management Plan was advertised in September and closes on the 13 October. The review is a regulatory requirement under CASA Part 139 MOS and is to identify efficiencies and data recording and modelling.

Noise Management Plan and Noise monitoring

One CEO non-conforming activity was approved on 27 of July for a Qantas flight that was diverted from Perth due to weather, needing refuelling and departed the BMRA at 0007hrs.

No other non-compliances were listed for the reporting period.

Regular Public Transport (RPT) - Jetstar services update

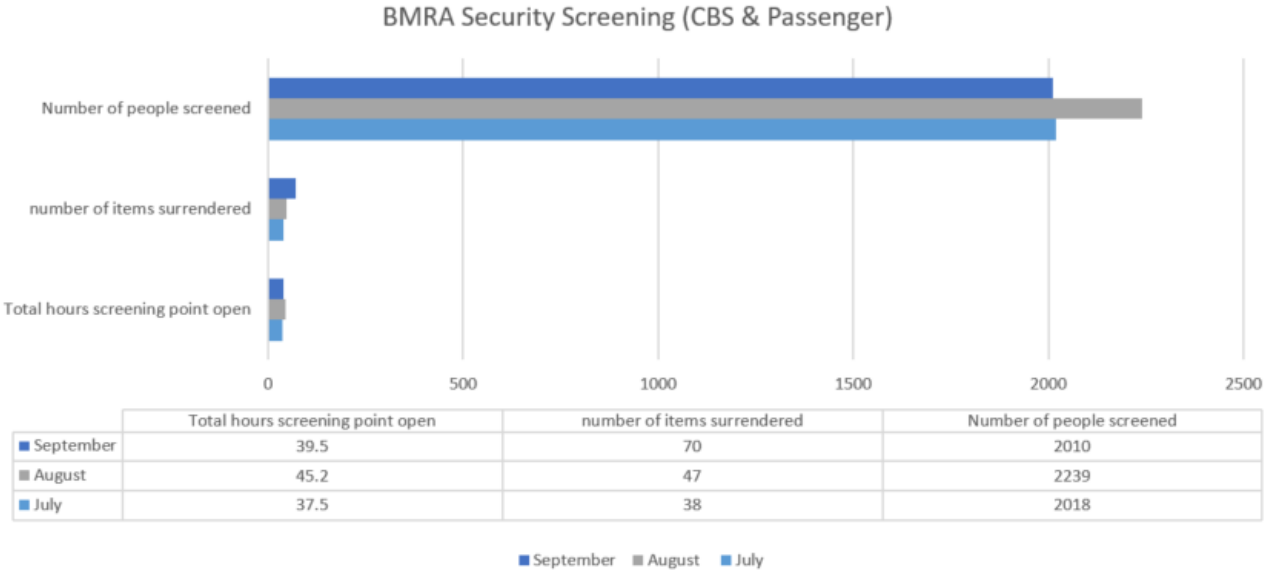
Since the commencement of services a number of Operational and procedural changes have taken place to gain efficiencies in aircraft turnaround times and the customer interface. The sterile departure lounge has been expanded using a temporary marquee after a RFT was advertised and no tender submissions were received. Officers have been negotiating with suppliers for a more permanent Departure lounge extension. Officers are also investigating alternate arrangements for the training and ablutions transportables given lead times for construction and price escalation.

An additional check-in injector belt was identified as a limitation to check-in requirements and an order has been placed with an expected delivery and installation for January 2023, this is due to significant supply change issues as this equipment is manufactured to order and constructed in China.

The checked baggage system (CBS) baggage conveyor belt design was susceptible to blockages and alarms and improvements have been made and the CBS x-ray software settings have been reviewed creating less issues in screening times. Further, processes have been improved to for oversize baggage screening which has at times impacted check-in.

Security

The following is a summary of the security screening preformed between July and the end of September:



	Total hours screening point open	number of items surrendered	Number of people screened
September	39.5	70	2010
August	45.2	47	2239
July	37.5	38	2018

Operations & Maintenance

RFDS relocation project –The positioning of the RFDS location and associated aircraft parking design has been finalised. A variation to the funding agreement to defer the final delivery milestones into March 2023 has been approved. The grant funding allocation is for $188,665 however with price escalations the project is expected to cost in the region of $280k. Officers are now in discussion with Department of Transport (Regional Airport Development Scheme) to request an out of session grant to fund the shortfall.

Central apron expansion project - Officers issued an RFQ however did not award and a new RFQ will be issued with amended design criteria after efficiencies identified in central apron utilisation review.

Airport refuelling has increased significantly (437%) from the same period last year, largely due to the commencement of RPT services, increased FIFO movements and charter/tour services.

Airside and landside mowing programs are behind schedule due to increased flight schedules spring growth and ancillary operations. As such a larger slashing unit will be acquired in the 2022/23 budget to allow Officers to complete mowing of larger areas in reduced timeframes to ensure completion of the annual mowing programs.

OFFICER COMMENT

BMRA has seen significant growth compared to the same reporting period in 2021/22 and it is expected that RPT passenger numbers will increase over the summer season.

Officers will continue to progress the delivery of the operational improvements listed above and will also focus on the following in 2022/23;

- An RFT was advertised for the supply and construction of three general aviation hangars. The RFT submissions indicated that the price escalation in materials and services meant that only two hangars could be constructed for the available budget. Officers have closed this tender to construct the hangars and have been investigating the design to see if there are cost efficiencies that can be achieved. A new RFT will be issued in the coming months.
- The procurement of an Airport inspection, maintenance and reporting tablet/online system to facilitate accurate and real time reporting of regulatory requirements, workflow of maintenance and capital items; and processes such as online inductions and applications is underway.
- DOT Financial and Asset Management Framework is a new requirement for WA airports when applying for future RADS grants. The City has engaged a consultant to undertake stakeholder engagement and implement the framework.
- An external review /audit of the BMRA Transport Security Program is required as regulatory requirement under the Aviation Transport Security Regulations.
- Business development strategy and implementation plan to guide the marketing and development of commercial opportunities at and relating to the BMRA, including the attraction of new domestic routes and planning for future international operations.

Statutory Environment

The BMRA operates in accordance with the following:

- *Aviation Transport Security Act 2004*
- *Aviation Transport Security Regulations 2005*
- CASA part 139 Manual of Standards (Aerodromes)
- City of Busselton Transport Security Plan
- Ministerial Statement 1088

Relevant Plans and Policies

The officer recommendation aligns to the following adopted plans:

- BMRA Master Plan (2016-2036)
- The Busselton Margaret River Airport Noise Management Plan 2019

Financial Implications

Revenue

The actual YTD revenue for the reporting period is $837,461 compared to the projected YTD budget of $377,328. Revenue areas that exceeded budget projections are as follows:

- Annual landing fees - $228,356 actual compared to $120,104 budgeted
- Car parking income - $261,859 compared to $113,432 budgeted
- Head Taxes/Passenger Fees - $217,637 compared to $99,076 budgeted

Expenditure

Actual expenditure (including commitments) for the reporting period is $205,852 compared to the YTD budget of $166,711. Higher than projected expenditure for the reporting period can mainly be attributed to the timing of expenditure for consultancy, contractors and purchase of materials compared to the projected budget timings.

The net operating position for the reporting period is a surplus of $631,609 compared to the YTD budget surplus of $210,617.

Stakeholder Consultation

Consultation has been occurring on a regular basis with Department of Transport, Government agencies, airport stakeholders, Department of Home Affairs, Aviation Marine Security (AMS), Civil Aviation Safety Authority (CASA), Air Services Australia, Virgin Australia Regional Airline, Qantas Group, the Busselton Aero Club, Albany, Esperance, Geraldton Airports and Australian Airports Association, concerning many topics and issues relating to the Airport.

Risk Assessment

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

Options

As an alternative to the proposed recommendation the Airport Advisory Committee may choose not to receive and note the Busselton Margaret River Airport Operations Report.

CONCLUSION

Officers continue to strive to provide a high level of customer service at the BMRA, while ensuring the airport is compliant, safe and security is maintained throughout. The commencement of Jetstar RPT services has identified a number of operational actions and infrastructure investment requirements.

The focus for the new financial year will be to prepare a new BMRA Master Plan, achieving operational efficiencies and business and commercial development initiatives have been deferred to date

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.

12.2 Finance Committee - 2/11/2022 - LIST OF PAYMENTS MADE - SEPTEMBER 2022

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
SUBJECT INDEX	Financial Operations
BUSINESS UNIT	Financial Services
REPORTING OFFICER	Manager Financial Services - Paul Sheridan
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Noting: The item is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A List of Payments - September 2022

This item was considered by the Finance Committee at its meeting on 2/11/2022, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2211/279 Moved Councillor P Carter, seconded Councillor A Ryan

That the Council notes payment of voucher numbers for the month of September 2022 as follows:

CHEQUE PAYMENTS	**119406 - 119418**	**23,000.39**
ELECTRONIC FUNDS TRANSFER PAYMENTS	**89683 - 89941 and 89945 - 90269**	**7,739,029.63**
TRUST ACCOUNT PAYMENTS	**EFT 89942 - 89944**	**82,823.60**
PAYROLL PAYMENTS	**01.09.22 - 30.09.22**	**1,642,559.97**
INTERNAL PAYMENT VOUCHERS	**DD 4989 - 5028**	**22,206,964.66**
TOTAL PAYMENTS		**31,694,378.25**

CARRIED 8/0

EN BLOC

OFFICER RECOMMENATION

That the Council notes payment of voucher numbers for the month of September 2022 as follows:

CHEQUE PAYMENTS	119406 - 119418	23,000.39
ELECTRONIC FUNDS TRANSFER PAYMENTS	89683 - 89941 and 89945 - 90269	7,739,029.63
TRUST ACCOUNT PAYMENTS	EFT 89942 - 89944	82,823.60
PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
TOTAL PAYMENTS		31,694,378.25

EXECUTIVE SUMMARY

This report provides details of payments made from the City's bank accounts for the month of September 2022, for noting by the Council and recording in the Council Minutes.

BACKGROUND

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

OFFICER COMMENT

In accordance with regular custom, the list of payments made for the month of September 2022 is presented for information.

Statutory Environment

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

Relevant Plans and Policies

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

Financial Implications

There are no financial implications associated with the officer recommendation.

Stakeholder Consultation

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

Risk Assessment

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

Options

Not applicable.

CONCLUSION

The list of payments made for the month of September 2022 is presented for information.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.

City of Busselton
Geographe Bay

LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY
FOR THE MONTH OF SEPTEMBER 2022

CHEQUE PAYMENTS	119406 - 119418	23,000.39
ELECTRONIC FUNDS TRANSFER PAYMENTS	89683 - 89941 and 89945 - 90269	7,739,029.63
TRUST ACCOUNT PAYMENTS	EFT 89942 - 89944	82,823.60
PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

CHEQUE PAYMENTS SEPTEMBER 2022

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
21/09/2022	119417	ADAM DAVID STARCEVICH	REFUND OF RATE OVERPAYMENT	590.37
21/09/2022	119416	AGNES LILIAN TURNBULL	REFUND OF RATE OVERPAYMENT	805.50
20/09/2022	119411	BOND ADMINISTRATOR	AGED HOUSING BONDS	528.00
21/09/2022	119414	BUSSELTON PUBLIC LIBRARY - PETTY CASH	PETTY CASH FLOAT REIMBURSEMENT	115.60
28/09/2022	119418	CITY OF BUSSELTON	INTERNAL CHARGE ALLOCATION	37.00
21/09/2022	119412	CITY OF BUSSELTON DEPOT - PETTY CASH	PETTY CASH FLOAT REIMBURSEMENT	86.75
20/09/2022	119410	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	185.75
21/09/2022	119413	DEPARTMENT OF TRANSPORT	PLANT REGISTRATION	654.00
20/09/2022	119406	LANDGATE CUSTOMER ACCOUNT	LANDGATE LEASE REGISTRATION	187.60
21/09/2022	119415	P & D TYRRELL	CROSSOVER SUBSIDY PAYMENT	148.10
20/09/2022	119407	SHIRE OF AUGUSTA MARGARET RIVER	LONG SERVICE LEAVE REIMBURSEMENT	3,816.57
20/09/2022	119408	SHIRE OF CAPEL	LONG SERVICE LEAVE REIMBURSEMENT	15,454.14
20/09/2022	119409	WATER CORPORATION	WATER SERVICES	391.01
				23,000.39

EFT PAYMENTS SEPTEMBER 2022

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
20/09/2022	89962	3E CONSULTING ENGINEERS PTY LTD	CONSULTANCY SERVICES	8,426.00
14/09/2022	89918	A1 EARTHWORKS SOUTHWEST	EARTHWORK SERVICES - RENOURISHMENT SAND	34,246.13
7/09/2022	89788	AAA WELDING AND FABRICATION SERVICES	WELDING AND FABRICATION SERVICES	385.00
7/09/2022	89737	ACTING UP ACADEMY OF PERFORMING ARTS	BOND REFUND	585.00
7/09/2022	89867	ACTIV FOUNDATION INC	MAINTENANCE & MOWING SERVICES	49,074.86
20/09/2022	90175	ACTIV FOUNDATION INC	MAINTENANCE & MOWING SERVICES	11,691.77
7/09/2022	89708	ACURIX NETWORKS	INTERNET WIFI ACCESS	3,996.65
20/09/2022	90034	ADAM DAVEY CONSULTING	TURF CONSULTANT	2,604.25
20/09/2022	90035	ADVAM PTY LTD	AIRPORT CARPARK CREDIT CARD TRANSACTIONS	548.76
7/09/2022	89754	ADVANCED SEALING TRUST	MAINTENANCE SERVICES	858.00
7/09/2022	89763	AERODROME MANAGEMENT SERVICES PTY LTD	AIR SERVICES	39,969.72
20/09/2022	90029	AERODROME MANAGEMENT SERVICES PTY LTD	AIR SERVICES	40,637.63
20/09/2022	90130	AIRWORKS CONSULTING PTY LTD	AIRPORT CONSULTING	5,016.00
20/09/2022	90001	ALINTA ENERGY	ELECTRICITY	55.65
7/09/2022	89869	ALLAN MILLER	STAFF REIMBURSEMENT	21.11
14/09/2022	89932	ALLAN MILLER	STAFF REIMBURSEMENT	2.11
7/09/2022	89760	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	474.31
20/09/2022	90023	ALPINE LAUNDRY PTY LTD	COMMERCIAL LAUNDRY	62.24
20/09/2022	90071	ALTUS GROUP CONSULTING PTY LTD	COST MANAGEMENT SERVICES	3,503.50
14/09/2022	89931	ANIMAL PEST MANAGEMENT SERVICES	PEST CONTROL SERVICES	3,708.10
7/09/2022	89700	ARBOR GUY	TREE MAINTENANCE SERVICES - SUGAR LOAF AND CAPE NATURALISTE RDS	48,611.28
20/09/2022	89960	ARBOR GUY	TREE MAINTENANCE SERVICES - MARRINUP DR AND KALOORUP RD	85,720.72
29/09/2022	90238	ARBOR GUY	TREE MAINTENANCE SERVICES	6,087.31
7/09/2022	89844	ARROW BRONZE	MEMORIAL PLAQUES SUPPLIER	497.08
20/09/2022	89968	ARTISAN PAVING	PAVING SERVICES - PRINCE ST	4,400.00
7/09/2022	89820	ASHLIEGH HODGES	STAFF REIMBURSEMENT	228.50
14/09/2022	89926	ASHLIEGH HODGES	STAFF REIMBURSEMENT	56.43
20/09/2022	90025	ATTURRA BUSINESS APPLICATIONS	SOFTWARE CONSULTANCY	5,445.00
20/09/2022	90169	AUSTRALIA POST	POSTAL SERVICE	21,070.20
20/09/2022	89945	AUSTRALIAN COASTAL COUNCILS ASSOCIATION INC	MEMBERSHIP	3,046.10
14/09/2022	89938	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	COMMUNICATION SERVICES	45.00
29/09/2022	90264	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	COMMUNICATION SERVICES	591.00
8/09/2022	89687	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	241,293.00
22/09/2022	90230	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	239,252.00
7/09/2022	89815	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	28.25
20/09/2022	90114	AUTO ONE TRADING PTY LTD	AUTOMOTIVE	2,853.00
20/09/2022	90062	AV TRUCK SERVICES PTY LTD	VEHICLE PARTS & MAINTENANCE	302.50
7/09/2022	89789	AVIATION ID AUSTRALIA PTY LTD	SUPPLY AVIATION ASIC CARDS	280.00
7/09/2022	89717	AZILITY	IT SOFTWARE	988.90
20/09/2022	89981	AZILITY	IT SOFTWARE	988.90
7/09/2022	89872	B & B STREET SWEEPING	STREET SWEEPING SERVICE	32,215.73
20/09/2022	90180	B & B STREET SWEEPING	STREET SWEEPING SERVICE	52,730.43
29/09/2022	90262	B & B STREET SWEEPING	STREET SWEEPING SERVICE	5,621.44
20/09/2022	90086	BARBARA WEEKS	ART SALES	72.00
7/09/2022	89797	BARK ENVIRONMENTAL	ENVIRONMENTAL CONSULTING	1,154.56
7/09/2022	89733	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES - SPORTS LIGHTS CHURCHILL PARK	73,327.78
20/09/2022	89996	BARRY ALLEN ELECTRICAL SERVICES PTY LTD	ELECTRICAL SERVICES - AIRPORT RUNWAY LIGHTS	9,436.02
20/09/2022	90059	BASKETBALL RINGLEADER	SPORTING EQUIPMENT	371.80
7/09/2022	89736	BATTERY WORLD BUNBURY	BATTERIES	1,012.00
7/09/2022	89866	BAY SIGNS	SIGNAGE SERVICES	363.00
20/09/2022	90174	BAY SIGNS	SIGNAGE SERVICES	151.80
7/09/2022	89722	BCP LIQUID WASTE	LIQUID WASTE SERVICES	577.01
20/09/2022	90225	BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	300.00
29/09/2022	90252	BELGRAVIA SPORTS COMMUNITY	VOLUNTEER TRAINING AND SUPPORT	3,169.01
7/09/2022	89757	BELLROCK CLEANING SERVICES PTY LTD	CLEANING SERVICES	32,497.13
7/09/2022	89792	BEN KING	SKATEPARK CONSULTATION	1,717.00
20/09/2022	90075	BEN KING	SKATEPARK CONSULTATION	750.00
20/09/2022	90143	BENEATH THE SURFACE	PROFESSIONAL DEVELOPMENT WORKSHOPS	2,419.24
7/09/2022	89706	BEST CONSULTANTS PTY LTD	ELECTRICAL CONSULTING SERVICES	1,650.00
20/09/2022	90118	BING TECHNOLOGIES PTY LTD	MAILING SERVICES	394.50
7/09/2022	89864	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	2,232.18
20/09/2022	90172	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	1,037.23
7/09/2022	89846	BOC GASES AUSTRALIA LTD	GAS SERVICES	1,475.04
20/09/2022	90153	BOC GASES AUSTRALIA LTD	GAS SERVICES	815.72
29/09/2022	90244	BP AUSTRALIA PTY LTD	CONSTRUCTION OF JET FUEL FACILITY	3,744.63
20/09/2022	90093	BREE BOYATZIS	REFUND DOG REGISTRATION	30.00
7/09/2022	89795	BRETT TITTERTON ELECTRICAL AND AIR CONDITIONING	ELECTRICAL SERVICES	2,587.20
20/09/2022	90080	BRETT TITTERTON ELECTRICAL AND AIR CONDITIONING	ELECTRICAL SERVICES	355.00

City of Busselton
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CHEQUE PAYMENTS	119406 - 119418	23,000.39
ELECTRONIC FUNDS TRANSFER PAYMENTS	89683 - 89941 and 89945 - 90269	7,739,029.63
TRUST ACCOUNT PAYMENTS	EFT 89942 - 89944	82,823.60
PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

29/09/2022	90248	BRIAN EDWARD INGRAM	CARPENTRY SERVICES	1,470.00
7/09/2022	89705	BRIDGESTONE	TYRE SERVICES	46.20
20/09/2022	89965	BRIDGESTONE	TYRE SERVICES	1,308.41
15/09/2022	89940	BROAD CONSTRUCTION PTY LTD	CONSTRUCTION SERVICES - SALTWATER	1,752,986.70
7/09/2022	89892	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	3,126.95
20/09/2022	90202	BSA ADVANCED PROPERTY SOLUTIONS	AIR CONDITIONING SERVICES	3,621.07
20/09/2022	90182	BSEWA	ELECTRICAL SERVICES	7,001.50
20/09/2022	90160	BUCHER MUNICIPAL PTY LTD	ENGINEERING - PLANT SPARES & SERVICING	508.91
7/09/2022	89877	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	755.28
20/09/2022	90184	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	5,138.24
20/09/2022	90004	BUSSELTON AGRICULTURAL SERVICES (WA) PTY LTD	RURAL SUPPLIES	3,415.00
29/09/2022	90241	BUSSELTON AGRICULTURAL SERVICES (WA) PTY LTD	RURAL SUPPLIES	200.00
7/09/2022	89709	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	963.71
20/09/2022	89967	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	1,196.20
21/09/2022	90236	BUSSELTON BITUMEN SERVICE	EARTHMOVING SERVICES - DUNSBOROUGH SPORT PRECINCT CARPARK & COURTS	130,149.22
7/09/2022	89812	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	539.44
20/09/2022	90113	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	243.53
20/09/2022	89950	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	906.13
7/09/2022	89703	BUSSELTON LOCKSMITH	SECURITY SUPPLIES	247.50
20/09/2022	90168	BUSSELTON MOTORS (MITSUBISHI/MAZDA)	VEHICLE PURCHASES / SERVICES / PARTS	464.65
29/09/2022	90261	BUSSELTON MOTORS (MITSUBISHI/MAZDA)	VEHICLE PURCHASES / SERVICES / PARTS	44,508.00
7/09/2022	89868	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	583.00
20/09/2022	90141	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	748.00
20/09/2022	90014	BUSSELTON REWINDS	PLANT PURCHASES/SERVICES / PARTS	2,570.86
20/09/2022	90179	BUSSELTON SENIOR HIGH SCHOOL	DONATION	200.00
20/09/2022	90187	BUSSELTON STATE EMERGENCY SERVICE	PETTY CASH REIMBURSEMENT	592.34
7/09/2022	89742	BUSSELTON TOWING SERVICE	TOWING SERVICES	165.00
20/09/2022	90152	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	54,884.10
7/09/2022	89778	CAPE CELLARS BUSSELTON	REFRESHMENTS	47.99
7/09/2022	89905	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	133.55
20/09/2022	90219	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	34.90
20/09/2022	90214	CAPE RURAL CONTRACTING	FIRE CONTROL SERVICES	1,980.00
29/09/2022	90266	CARDNO (WA) PTY LTD	CONSULTANCY SERVICES	2,420.00
20/09/2022	90098	CARLA MILLS	BJTP REFUND	142.50
7/09/2022	89843	CAROL MULHEARN	STAFF REIMBURSEMENT	122.25
20/09/2022	90076	CAROL MULHEARN	ART SALES	40.00
14/09/2022	89917	CARTEC TRAINING SOLUTIONS	TRAINING SERVICES	615.60
7/09/2022	89770	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	15,665.00
14/09/2022	89921	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	21,165.83
20/09/2022	90043	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	28,771.41
29/09/2022	90245	CB TRAFFIC SOLUTIONS PTY LTD	TRAFFIC MANAGEMENT SERVICES	15,249.21
7/09/2022	89837	CHELSEA HARDY	PILATES/BOXILATES SESSIONS	150.00
20/09/2022	90041	CHOICECHEM	BITUMEN REMOVER	84.72
7/09/2022	89715	CHRIS SHEEDY PANEL & PAINT	PANEL REPAIRS & REPLACEMENT	500.00
7/09/2022	89880	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	3,361.09
20/09/2022	90190	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	6,012.16
7/09/2022	89694	CINEFEST OZ INC	CONTRIBUTION - FESTIVAL FILMS	158,400.00
7/09/2022	89790	CIRCUITWEST INC	WA PRESENTERS ASSOCIATION	385.00
14/09/2022	89935	CITY AND REGIONAL FUELS	FUEL SERVICES	12,158.92
8/09/2022	89684	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,562.18
22/09/2022	90227	CITY OF BUSSELTON CHRISTMAS CLUB	PAYROLL DEDUCTIONS	2,662.18
8/09/2022	89689	CITY OF BUSSELTON PAYROLL	PAYROLL DEDUCTIONS REALLOCATION	5,054.91
22/09/2022	90232	CITY OF BUSSELTON PAYROLL	PAYROLL DEDUCTIONS REALLOCATION	5,045.01
8/09/2022	89685	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	174.00
22/09/2022	90228	CITY OF BUSSELTON STAFF LOTTO	STAFF LOTTO	174.00
8/09/2022	89691	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	208.00
22/09/2022	90234	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	208.00
7/09/2022	89713	CIVIL/STRUCTURAL CONSULTING PTY LTD	STRUCTURAL INSPECTIONS	1,639.00
7/09/2022	89847	CJD EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	453.51
20/09/2022	90154	CJD EQUIPMENT PTY LTD	PLANT PURCHASES / SERVICES / PARTS	85.62
7/09/2022	89885	CLEANAWAY	WASTE MANAGEMENT SERVICES	110,268.60
20/09/2022	90194	CLEANAWAY	WASTE MANAGEMENT SERVICES	133,100.02
7/09/2022	89857	CLEANAWAY EQUIPMENT SERVICES	MAINTENANCE PARTS WASHER	969.72
20/09/2022	90164	CLEANAWAY EQUIPMENT SERVICES	MAINTENANCE PARTS WASHER	969.72
7/09/2022	89746	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	43,549.41
20/09/2022	90007	CLEANAWAY SOLID WASTE PTY LTD	WASTE DISPOSAL SERVICES	43,442.41
7/09/2022	89893	COCA COLA - AMATIL PTY LTD	GLC KIOSK PURCHASES	417.86
20/09/2022	90203	COCA COLA - AMATIL PTY LTD	GLC KIOSK PURCHASES	462.15
7/09/2022	89882	COLES	COUNCIL & STAFF REFRESHMENTS	308.18
14/09/2022	89933	COLES	COUNCIL & STAFF REFRESHMENTS	172.51
20/09/2022	90191	COLES	COUNCIL & STAFF REFRESHMENTS	609.30
29/09/2022	90265	COLES	COUNCIL & STAFF REFRESHMENTS	474.23
7/09/2022	89723	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	197.85
29/09/2022	90240	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	557.35
20/09/2022	89955	COMBINED TEAM SERVICES	TRAINING SERVICES	1,990.00
7/09/2022	89848	COMMERCIAL CLEANING EQUIPMENT	CLEANING EQUIPMENT SUPPLIER	184.25
20/09/2022	90155	COMMERCIAL CLEANING EQUIPMENT	CLEANING EQUIPMENT SUPPLIER	1,315.44
7/09/2022	89759	COMPUTER WEST	INFORMATION TECHNOLOGY SUPPLIER	3,978.05
20/09/2022	90081	CONSULT DIRECT	CLEANING EQUIPMENT AND SERVICES	363.00
7/09/2022	89806	COOPER BIDESI	SUNDRY PAYMENTS	500.00
7/09/2022	89745	CORSIGN WA PTY LTD	SINGAGE AND TRAFFIC ACCESSORIES	852.50
20/09/2022	89974	COUNTRYS JUNIOR FOOTBALL CLUB	CAP INSTALMENT 1	9,000.00
7/09/2022	89822	CR. ANNE RYAN	COUNCILLOR PAYMENTS	3,054.99
7/09/2022	89695	CR. G HENLEY	COUNCILLOR PAYMENTS	12,247.20
7/09/2022	89821	CR. JODIE RICHARDS	COUNCILLOR PAYMENTS	3,054.99
7/09/2022	89782	CR. KATHERINE COX	COUNCILLOR PAYMENTS	3,054.99
7/09/2022	89823	CR. MIKAYLA LOVE	COUNCILLOR PAYMENTS	3,054.99

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INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

7/09/2022	89732	CR. P CARTER	COUNCILLOR PAYMENTS	5,008.33
7/09/2022	89784	CR. P CRONIN	COUNCILLOR PAYMENTS	3,054.99
7/09/2022	89730	CR. R PAINE	COUNCILLOR PAYMENTS	3,054.99
7/09/2022	89781	CR. SUSAN RICCELLI	COUNCILLOR PAYMENTS	3,054.99
7/09/2022	89808	CRAIG SMITH ARCHITECT	ARCHITECTURAL ADVICE	2,772.00
20/09/2022	90111	CRAIG SMITH ARCHITECT	ARCHITECTURAL ADVICE	2,310.00
7/09/2022	89712	CRANEFORD PLUMBING PTY LTD	PLUMBING SERVICES - BOVELL OVAL SEWERAGE	96,459.43
20/09/2022	89977	CRANEFORD PLUMBING PTY LTD	PLUMBING SERVICES - DUNSBOROUGH STAGE 6 WATER MAINS	71,300.09
7/09/2022	89891	CROSS SECURITY SERVICES	SECURITY SERVICES	605.00
20/09/2022	90201	CROSS SECURITY SERVICES	SECURITY SERVICES	383.90
7/09/2022	89772	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS	1,184.08
20/09/2022	90045	CS LEGAL - CLOISTERS SQUARE	LEGAL RECOVERY ON RATING DEBTS	4,857.98
7/09/2022	89761	CURLY'S REMOVALS	FURNITURE TRANSPORT	1,140.00
7/09/2022	89849	DA CHRISTIE PTY LTD	PARK FURNITURE SUPPLIER	4,744.08
7/09/2022	89692	DATA 3	COMPUTER SOFTWARE SUPPLIER	6,308.46
20/09/2022	90047	DAVID NICHOLSON	STAFF REIMBURSEMENT	200.00
7/09/2022	89904	DELL AUSTRALIA PTY LTD	COMPUTER EQUIPMENT SUPPLIER	2,090.00
20/09/2022	90053	DELNORTH PTY LTD	STEEL GUIDE POST SUPPLIER	4,295.07
20/09/2022	89949	DENNIS HADDON	ART SALES	52.50
7/09/2022	89874	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	FIRE AND EMERGENCY SERVICES	1,881.00
29/09/2022	90246	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY	1,071.00
14/09/2022	89914	DEPARTMENT OF PLANNING	DEVELOPMENT ASSESSMENT PANEL PAYMENT	10,670.00
29/09/2022	90237	DEPARTMENT OF PLANNING	DEVELOPMENT ASSESSMENT PANEL PAYMENT	213.00
20/09/2022	90204	DEPARTMENT OF PREMIER & CABINET	ADVERTISING SERVICES	93.60
20/09/2022	89963	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	4.10
29/09/2022	90242	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	ENVIRONMENTAL SERVICES	200.00
7/09/2022	89776	DEPT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS	BOUNDARY FENCE DBCA AND ARTGEO	440.00
29/09/2022	90247	DEPT OF COMMUNITIES EDUCATION AND CARE REGULATORY UNIT	ANNUAL SERVICE FEE	97.50
8/09/2022	89690	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	1,071.00
22/09/2022	90233	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	1,379.06
7/09/2022	89841	DIAL BEFORE YOU DIG AUSTRALIA LTD	PROVISION OF REFERRAL SERVICES	4,212.38
20/09/2022	90065	DIESEL AND HYDRAULIC SERVICES SOUTH WEST	PLANT REPAIR AND MAINTENANCE	559.85
20/09/2022	90089	DONALD CANT WATTS CORKE (WA) PTY LTS	CONSULTANCY SERVICES	7,150.00
20/09/2022	90122	DOROTHY ROBINSON	ART SALES	36.40
20/09/2022	89966	DOROTHY SADDLETON	ART SALES	9.80
20/09/2022	90020	DORSOGNA LIMITED	ICE CREAM AND SMALL GOODS	725.31
7/09/2022	89739	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	1,325.98
20/09/2022	90003	DOUTH CONTRACTING	PROPERTY & GARDEN MAINTENANCE	1,329.50
20/09/2022	90176	DUNSBOROUGH & DISTRICT COUNTRY CLUB	GRANT FUNDING	880.00
7/09/2022	89718	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	47.95
20/09/2022	89983	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SERVICES	81.90
7/09/2022	89889	DUXTON HOTEL	ACCOMMODATION	179.00
20/09/2022	90196	DUXTON HOTEL	ACCOMMODATION	179.00
7/09/2022	89720	DYMOCKS - BUSSELTON	LIBRARY RESOURCES	491.97
29/09/2022	90239	DYMOCKS - BUSSELTON	LIBRARY RESOURCES	552.63
7/09/2022	89766	EARTH 2 OCEAN COMMUNICATIONS	COMMUNICATION SERVICES - RADIO REPAIRS	411.40
20/09/2022	90050	EARTH AND STONE WA	FOOTPATHS MAINTENANCE	1,716.00
7/09/2022	89883	EBSCO INFORMATION SERVICES AUSTRALIA	MAGAZINE SUPPLIER	6,511.56
20/09/2022	90146	ECOTOURISM AUSTRALIA LIMITED	ECO DESTINATION CERTIFICATION MEMBERSHIP	3,850.00
14/09/2022	89924	EILEEN J MCMAHON	REFUND DOG REGISTRATION	77.50
20/09/2022	90028	EIS CONTROL PTYLTD	ELECTRICAL SERVICES	1,903.22
20/09/2022	90011	ELAMOORE NATURAL SOAPS & COSMETICS PTY LTD	ART SALES	13.65
20/09/2022	90032	ELIZABETH BINT	ART SALES	98.00
20/09/2022	89946	ELLIOTTS FILTRATION	IRRIGATION & FILTRATION SERVICES	341.00
20/09/2022	90109	ELZA FOUCHE	ART SALES	4.20
7/09/2022	89890	EMERGE OFFICE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING	488.40
20/09/2022	90197	EMERGE OFFICE	OFFICE EQUIPMENT SERVICES - PHOTOCOPYING	369.68
20/09/2022	90142	EMERSON RAINE	STRATA LEVY FEES & WATER CONSUMPTION	486.00
29/09/2022	90257	EMMA SHAW	STAFF REIMBURSEMENT	48.05
7/09/2022	89710	ENVIRONEX INTERNATIONAL PTY LTD	POOL CHEMICALS FOR GLC	1,098.01
7/09/2022	89750	ESSENTIAL COFFEE PTY LTD	LIBRARY RESOURCES	176.74
7/09/2022	89903	EUROPCAR WA	VEHICLE RENTAL SERVICES	2,105.73
7/09/2022	89727	EVERETT'S HOME AND YARD MAINTENANCE	MAINTENANCE SERVICES	2,705.00
7/09/2022	89886	EVERYDAY POTTED PLANTS	NURSERY SERVICES	1,166.00
7/09/2022	89838	EZRA J WILLIAMS	ROOFING , ROOF PLUMBING , MAINTENANCE	473.50
20/09/2022	90135	EZRA J WILLIAMS	ROOFING , ROOF PLUMBING , MAINTENANCE	2,784.00
7/09/2022	89793	FAIRTEL PTY LTD	TELECOMMUNICATION SERVICES	158.99
20/09/2022	90070	FAT RED BIRD DESIGNS	GRAPHIC DESIGN	490.00
7/09/2022	89711	FIRE RESCUE SAFETY AUSTRALIA	FIRE SAFETY EQUIPMENT	5,060.00
20/09/2022	89961	FIRST CLASS TRAINING	TRAINING SERVICES	395.00
20/09/2022	90125	FORESTLAND SPRINGS	BOTTLED WATER	165.00
7/09/2022	89753	FRESH AS	REFRESHMENTS	164.20
20/09/2022	90018	FRESH AS	REFRESHMENTS	98.25
7/09/2022	89728	FRONTLINE FIRE & RESCUE EQUIPMENT	EMERGENCY RESPONSE EQUIPMENT	864.60
20/09/2022	90156	FTE ENGINEERING	MAINTENANCE SERVICES	346.50
7/09/2022	89834	GEMMA MOSCARDINI	ART PROGRAMSUPPORT	400.00
20/09/2022	90128	GENERATORS AUSTRALIA PTY LTD	HIRE AND SALES OF EQUIPMENT	2,411.34
20/09/2022	90015	GEOBOX PTY LTD	VEHICLE CAMERAS	1,749.00
20/09/2022	90009	GEOGRAPHE ELECTRICAL & COMMUNICATIONS GEC	ELECTRICAL SERVICES	6,793.18
7/09/2022	89856	GEOGRAPHE PETROLEUM	FUEL SERVICES	23,287.76
29/09/2022	90259	GEOGRAPHE PETROLEUM	FUEL SERVICES	28,339.43
7/09/2022	89895	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	739.00
20/09/2022	90207	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	812.40
7/09/2022	89740	GEOGRAPHE UNDERGROUND SERVICES	UNDERGROUND SERVICES	1,031.25
20/09/2022	90090	GLC CUSTOMER REFUNDS	GLC REFUNDS	65.00
7/09/2022	89824	GLOBAL SPILL CONTROL PTY LTD	SPILL, SITE SAFETY & TRAFFIC MANAGEMENT	1,065.93
7/09/2022	89833	GROWISE PTY LTD	SUSTAINABLE REVEGETATION PRODUCTS	366.30

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		31,694,378.25

7/09/2022	89900	GUMPTION PTY LTD	ADVERTISING SERVICES	142.50
20/09/2022	90212	GUMPTION PTY LTD	ADVERTISING SERVICES	4,370.00
29/09/2022	90258	HANSON CONST. MATERIALS PTY LTD	CONCRETE SERVICES	295.35
7/09/2022	89765	HARBECKS TRANSPORT	SAND AND GRAVEL SUPPLIES	15,160.20
7/09/2022	89829	HARCHER SOUTHWEST FORMERLY PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	7,779.38
14/09/2022	89928	HARCHER SOUTHWEST FORMERLY PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	7,032.86
20/09/2022	90124	HARCHER SOUTHWEST FORMERLY PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	1,323.30
20/09/2022	90049	HAULMORE TRAILER SALES PTY LTD	TRAILER SALES AND REPAIRS	3,746.60
7/09/2022	89810	HERSEY 'S SAFETY PTY LTD	TIMBER AND HARDWARE	3,800.50
7/09/2022	89906	HIP POCKET WORK WEAR AND SAFETY	UNIFORMS & PROTECTIVE CLOTHING	457.33
20/09/2022	90220	HIP POCKET WORK WEAR AND SAFETY	UNIFORMS & PROTECTIVE CLOTHING	1,035.95
20/09/2022	90147	HIVO PTY LTD	DIGITAL ASSET MANAGEMENT SOFTWARE	3,300.00
7/09/2022	89704	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	5,033.25
20/09/2022	89964	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	4,785.50
7/09/2022	89800	IAN MCPHEE	BJTP REFUND	62.00
7/09/2022	89798	IG MUIR-CULBURRA CLAY	SOIL FOR WICKET CONSTRUCTION	528.00
7/09/2022	89881	ILLION AUSTRALIA	LEGAL SERVICES	286.53
20/09/2022	90037	ILLION AUSTRALIA PTY LTD	TENDER ADVERTISING AND MANAGEMENT	149.35
20/09/2022	90072	INSTANT PRODUCTS HIRE	PUBLIC ABULTIONS HIRE AND SALES	2,763.07
20/09/2022	90088	INSTANT TRANSPORTABLE OFFICES PTY LTD	TRANSPORTABLE ABLUTIONS	521.30
14/09/2022	89919	INSTITUTE OF BUILDING TECHNOLOGY WESTERN AUSTRALIAN	EDUCATION AND TRAINING	657.20
7/09/2022	89816	INTEGRITY MANAGEMENT SOLUTIONS	COMPLIANCE SYSTEM	15,290.00
7/09/2022	89818	INTELLITRAC	GPS TRACKING DEVICES	2,376.00
20/09/2022	90116	INTELLITRAC	GPS TRACKING DEVICES	561.00
20/09/2022	89987	INVARION RAPIDPLAN PTYLTD	SOFTWARE LICENCE	1,811.77
7/09/2022	89819	IPEC PTY LTD	COURIER SERVICES	282.26
20/09/2022	90117	IPEC PTY LTD	COURIER SERVICES	71.01
29/09/2022	90250	IPEC PTY LTD	COURIER SERVICES	93.53
20/09/2022	90189	IPWEA-WA	TRAINING SERVICES	55.00
20/09/2022	90151	J D'AGOSTINO & S LUFF ARCHITECTS	ARCHITECTURAL SERVICES - DUNSBOROUGH SPORTING PRECINCT	8,032.92
7/09/2022	89827	JACQUELINE LUDEMANN	STAFF REIMBURSEMENT	123.77
20/09/2022	90058	JAMES BENNETT	SPECIALIST LIBRARY RESOURCES	218.88
20/09/2022	90021	JAN ROBERTS	ART SALES	61.00
7/09/2022	89796	JANE BENNETT	ARTIST WORKSHOP	2,400.00
20/09/2022	90101	JARED VANMARIS STEVENS	RATE REFUND	1,267.80
20/09/2022	90104	JARROD KENNEDY	SUNDRY PAYMENTS	500.00
20/09/2022	90064	JASKO AIRPORT SERVICES	AIRPORT CONSULTANCY SERICES	9,340.00
20/09/2022	90158	JASON SIGNMAKERS	SIGNAGE SUPPLIES	881.27
20/09/2022	90061	JBS&G AUSTRALIA PTY LTD	CONSULTANCY SERVICES	3,850.00
7/09/2022	89758	JDM EARTHWORKS	PLANT FOR CELL 2 DUNSBOROUGH WASTE	12,705.00
20/09/2022	90022	JDM EARTHWORKS	PLANT FOR CELL 2 DUNSBOROUGH WASTE	31,317.00
7/09/2022	89801	JEAN JARRETT	BJTP REFUND	58.00
20/09/2022	90010	JENNIFER BROWN	ART SALES	54.00
7/09/2022	89775	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	1,446.00
20/09/2022	90055	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES	3,660.00
7/09/2022	89721	JIMS FIRST	HARDWARE SUPPLIES	151.94
20/09/2022	89985	JIMS FIRST	HARDWARE SUPPLIES	140.32
8/09/2022	89686	JMW REAL ESTATE	T NOTTLE RENT	1,400.00
22/09/2022	90229	JMW REAL ESTATE	T NOTTLE RENT	1,400.00
29/09/2022	90267	JODY STOLP	STAFF REIMBURSEMENT	214.20
20/09/2022	90107	JOHN DENNIS	SUNDRY PAYMENTS	291.50
20/09/2022	90100	JOHN HENDRIKS	BJTP REFUND	136.00
20/09/2022	90131	JOHN LOHF	ART SALES	75.60
20/09/2022	90051	JULIE GUTHRIDGE	ART SALES	49.00
20/09/2022	90095	JULIE MANALIS	BJTP REFUND	58.00
20/09/2022	89972	KADAM KINETICS	WELLNESS SERVICES	780.00
20/09/2022	90084	KATHLEEN NEELING	ART SALES	42.00
7/09/2022	89744	KATIEYOGA	WELLNESS PROGRAM	1,152.00
20/09/2022	90094	KATRIN GELDERMANN	REFUND DOG REGISTRATION	30.00
20/09/2022	90106	KEITH LEONARD HARRIS	SUNDRY PAYMENTS	311.40
20/09/2022	89957	KERRY HILL ARCHITECTS	ARCHITECTURAL SERVICES - BPACC	54,578.26
14/09/2022	89930	KEVIN BOWSER	STAFF REIMBURSEMENT	54.40
7/09/2022	89752	KITCHEN TAKEOVERS	CATERING	31.50
20/09/2022	90016	KITCHEN TAKEOVERS	CATERING	1,007.60
29/09/2022	90243	KITCHEN TAKEOVERS	CATERING	440.00
7/09/2022	89876	KLEENHEAT GAS	GAS SERVICES	93.50
20/09/2022	90183	KLEENHEAT GAS	GAS SERVICES	1,628.70
7/09/2022	89771	KOMATSU AUSTRALIA	VEHICLE PURCHASE AND PARTS	71.35
20/09/2022	90044	KOMATSU AUSTRALIA	VEHICLE PURCHASE AND PARTS	117.17
7/09/2022	89858	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	1,296.15
20/09/2022	90165	LANDGATE (VALUER GENERAL'S OFFICE)	LAND VALUATIONS	4,387.05
7/09/2022	89854	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	169.20
20/09/2022	90162	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	28.20
7/09/2022	89702	LANDSAVE ORGANICS	LANDSCAPING SERVICE	979.00
7/09/2022	89811	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	3,480.73
7/09/2022	89898	LD TOTAL	LANDSCAPING SERVICES	16,261.04
20/09/2022	90210	LD TOTAL	LANDSCAPING SERVICES	12,380.66
29/09/2022	90268	LD TOTAL	LANDSCAPING SERVICES	4,653.00
7/09/2022	89696	LEEUWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES - CHAPMAN HILL RD	73,662.82
20/09/2022	89953	LEEUWIN CIVIL PTY LTD	HIRE EQUIPMENT SERVICES	5,775.00
7/09/2022	89894	LEEUWIN TRANSPORT	COURIER SERVICES	1,908.71
20/09/2022	90206	LEEUWIN TRANSPORT	COURIER SERVICES	2,779.67
7/09/2022	89870	LEISURE INSTITUTE OF WEST AUST (AQUATICS)	TRAINING SERVICES	264.00
20/09/2022	89984	LG CONNECT PTY LTD	TECHNICAL CONSULTING	2,887.50
7/09/2022	89741	LGISWA	WORKER COMPENSATION SERVICES	396,671.89
7/09/2022	89839	LIAM JACKSON	EQUIPMENT HIRE	2,992.00
20/09/2022	90138	LIAM JACKSON	EQUIPMENT HIRE	5,328.40

City of Busselton
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LISTING OF PAYMENTS MADE
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FOR THE MONTH OF SEPTEMBER 2022

CHEQUE PAYMENTS	119406 - 119418	23,000.39
ELECTRONIC FUNDS TRANSFER PAYMENTS	89683 - 89941 and 89945 - 90269	7,739,029.63
TRUST ACCOUNT PAYMENTS	EFT 89942 - 89944	82,823.60
PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

29/09/2022	90255	LIAM JACKSON	EQUIPMENT HIRE	4,692.60
20/09/2022	90139	LINKEDIN SINGAPORE PTE LTD	INTERNET ADVERTISING	10,890.00
7/09/2022	89804	LISA HODGE	SUNDRY PAYMENTS	300.00
7/09/2022	89909	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA DIVISION)	TRAINING SERVICES	445.00
20/09/2022	90224	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA (WA DIVISION)	TRAINING SERVICES	531.00
8/09/2022	89688	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	262.50
22/09/2022	90231	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	240.50
20/09/2022	90159	LOCAL HEALTH AUTHORITY ANALYTICAL COM	HEALTH SERVICES	10,037.14
20/09/2022	90067	LOCK AROUND THE CLOCK	SECURITY SERVICES	1,867.50
14/09/2022	89929	LONSDALE PARTY HIRE	EVENT HIRE EQUIPMENT	9,337.45
20/09/2022	90140	LONSDALE PARTY HIRE	EVENT HIRE EQUIPMENT	2,396.00
7/09/2022	89803	LUKE MANSER	BOND REFUND	100.00
14/09/2022	89922	LYN AND GLEN JOHNSON	WATER CHARGES REIMBURSEMENT	200.00
20/09/2022	90216	MAIA FINANCIAL	LEASING PAYMENTS	22,775.45
7/09/2022	89835	MALATESTA ROAD PAVING & HOTMIX	ROAD HOTMIX / PAVING SERVICES	4,760.00
20/09/2022	89989	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	CONTRIBUTION TOWARDS COSTS	2,407.61
7/09/2022	89714	MARGARET RIVER FENCING	MAINTENANCE SERVICES	22,330.00
20/09/2022	89978	MARGARET RIVER FENCING	MAINTENANCE SERVICES	6,897.00
20/09/2022	89948	MARGARET RIVER WINE ASSOCIATION	MARKETING SERVICES	5,500.00
20/09/2022	89992	MARKETFORCE PTY LTD	ADVERTISING SERVICES	1,031.82
20/09/2022	90149	MAX PERHAM	STAFF REIMBURSEMENT	39.50
7/09/2022	89809	MAYDAY SERVICES	EQUIPMENT HIRE	5,659.50
20/09/2022	90112	MAYDAY SERVICES	EQUIPMENT HIRE	6,198.50
29/09/2022	90249	MAYDAY SERVICES	EQUIPMENT HIRE	13,442.00
14/09/2022	89937	MCGREGOR WJ & J	MANAGEMENT BUSSELTON JETTY TOURIST PARK	47,597.84
20/09/2022	89971	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	5,816.52
7/09/2022	89779	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	71.33
20/09/2022	90060	MDM ENTERTAINMENT PTY LTD	DVD AND CD SUPPLY TO LIBRARY	323.32
20/09/2022	90073	MICHAEL DUNN	3D SCANNING	2,500.00
29/09/2022	90263	MINTER ELLISON LAWYERS	LEGAL SERVICES	1,696.64
20/09/2022	90217	MJB INDUSTRIES	DRAINAGE SUPPLIES	12,385.66
7/09/2022	89887	MODERN TEACHING AIDS PTY LTD	LIBRARY RESOURCES	196.91
7/09/2022	89791	MUIR FORD BUSSELTON	VEHICLE MAINTENANCE	707.84
20/09/2022	90074	MUIR FORD BUSSELTON	VEHICLE MAINTENANCE	722.79
20/09/2022	90082	MULTISPARES LTD	VEHICLE PARTS	3,135.00
7/09/2022	89802	MW & JA ROY	BJTP REFUND	58.00
20/09/2022	89979	NALDA HOSKINS	ART SALES	277.60
7/09/2022	89701	NAOMI SEARLE	STAFF REIMBURSEMENT	95.00
14/09/2022	89923	NATURAL EDGE FRAMING & PHOTOGRAPHY	ART SALES	43.05
20/09/2022	89988	NATURALISTE GLASS PTY LTD	GLASS REPAIRS AND MANUFACTURE	191.52
20/09/2022	89994	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES	1,375.00
20/09/2022	90005	NATURALISTE TRAVEL	TRAVEL SERVICES	565.00
20/09/2022	90030	NATURALISTE TURF	TURF MAINTENANCE SERVICES	8,208.00
20/09/2022	90091	NCC CUSTOMER REFUNDS	REFUND OF NCC MEMBERSHIP	42.00
20/09/2022	90221	NEVERFAIL SPRINGWATER	WATER REFILL SERVICE - DUNSBOROUGH	217.25
7/09/2022	89767	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	6,705.60
20/09/2022	90039	NEW IMAGE LANDSCAPING AND MAINTENANCE	LANDSCAPE MAINTENANCE	2,666.40
7/09/2022	89852	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	32.42
15/09/2022	89941	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	22,717.10
7/09/2022	89875	NUTRIEN WATER	RETICULATION SUPPLIES	3,740.23
20/09/2022	90181	NUTRIEN WATER	RETICULATION SUPPLIES - PUMP STATION AND TANK INSTALLATION	62,325.56
7/09/2022	89755	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	675.01
20/09/2022	90019	OFFICEWORKS	OFFICE EQUIPMENT SERVICES	394.33
7/09/2022	89825	ONE4BUILD	BUILDING SERVICES - DUNSBOROUGH YOUTH	26,266.16
14/09/2022	89916	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	2,500.00
20/09/2022	89982	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	567.20
7/09/2022	89830	ORACLE CUSTOMER MANAGEMENT SOLUTIONS PTY LTD	AFTER HOURS RECEPTION	1,390.24
20/09/2022	90215	OWEN G ISBEL	ART SALES	47.60
7/09/2022	89799	P & M DOULIS	BJTP REFUND	58.00
20/09/2022	90209	PACIFIC BIOLOGICS WAREHOUSE	CHEMICAL SERVICES	9,826.50
20/09/2022	90052	PAUL BREMAN	STAFF REIMBURSEMENT	1,306.00
20/09/2022	90099	PAUL WEATHERLEY	BJTP REFUND	165.50
7/09/2022	89842	PAULINE ORR	STAFF REIMBURSEMENT	84.70
7/09/2022	89724	PEEL RESOURCE RECOVERY PTY LTD	CONCRETE CRUSHING	114,895.00
7/09/2022	89859	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	1,592.60
20/09/2022	90166	PENDREY AGENCIES P/L	CHEMICAL/RURAL SUPPLIES	953.44
20/09/2022	89954	PEOPLE SENSE PTY LTD	EMPLOYEE ASSISTANCE PROGRAM	3,366.00
20/09/2022	90087	PETER EVANS	ART SALES	28.00
20/09/2022	90105	PETER HARDRIDGE	REFUND OF GRANT OF RIGHT OF BURIAL	1,147.50
7/09/2022	89907	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	575.75
20/09/2022	90222	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	1,024.30
20/09/2022	89951	PHIL HOLLETT PHOTOGRAPHY	ART SALES	16.80
20/09/2022	90096	PHILIP RYAN	BJTP REFUND	136.00
7/09/2022	89699	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	354.20
20/09/2022	89959	PHOENIX FOUNDRY PTY LTD	MEMORIAL PLAQUES SUPPLIER	753.50
7/09/2022	89845	PK COURIERS	COURIER SERVICES	247.50
7/09/2022	89751	PLAN E	LANDSCAPE ARCHITECTURE	1,100.00
14/09/2022	89920	PLAN E	LANDSCAPE ARCHITECTURE	2,750.00
29/09/2022	90269	PLANNING INSTITUTE OF AUSTRALIA	ADVERTISING SERVICES	360.00
20/09/2022	90136	POLLY PHILLIPS	LIBRARY TALK	305.00
7/09/2022	89780	POOL ROBOTIC PERTH	POOL CLEANER SALES AND REPAIR	2,805.75
7/09/2022	89768	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	773.08
20/09/2022	90040	POWER MEDICAL CENTRE	PRE EMPLOYMENT MEDICAL	613.58
7/09/2022	89725	PREFERRED TRAINING NETWORKS	PROFESSIONAL DEVELOPMENT TRAINING	514.80
20/09/2022	89990	PREFERRED TRAINING NETWORKS	PROFESSIONAL DEVELOPMENT TRAINING	5,445.00
7/09/2022	89698	PRIME TELEVISION (SOUTHERN) PTY LIMITED	ADVERTISING SERVICES	3,437.50
20/09/2022	89958	PRIME TELEVISION (SOUTHERN) PTY LIMITED	ADVERTISING SERVICES	962.50

City of Busselton
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LISTING OF PAYMENTS MADE
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ELECTRONIC FUNDS TRANSFER PAYMENTS	89683 - 89941 and 89945 - 90269	7,739,029.63
TRUST ACCOUNT PAYMENTS	EFT 89942 - 89944	82,823.60
PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

7/09/2022	89836	PRO-AM AUSTRALIA	AQUATIC GOODS	2,832.85
20/09/2022	90127	PROGRAMMED PROPERTY SERVICES	MAINTENANCE SERVICES - WINDERLUP VILLAS CARPORT	25,300.00
7/09/2022	89764	PROJECT MILES TRUST	REPAIRS AND MAINTENANCE	1,397.88
20/09/2022	90036	PROJECT MILES TRUST	REPAIRS AND MAINTENANCE	2,657.60
20/09/2022	90123	PROLINE KERBING	KERBING SERVICES	3,650.57
29/09/2022	90253	PROLINE KERBING	KERBING SERVICES	2,130.04
7/09/2022	89735	PVR INDUSTRIAL PTY LTD	INDUSTRIAL PUMP REPAIRS	4,013.33
20/09/2022	89999	PVR INDUSTRIAL PTY LTD	INDUSTRIAL PUMP REPAIRS	9,748.65
20/09/2022	90150	Q & K BLIGH - O'SHEA	BIO-DIVERSITY INCENTIVE REBATE	620.68
20/09/2022	90115	QUBE BUSSELTON DEVELOPMENT PTY LTD	RETURN OF BOND	4,790.00
20/09/2022	90103	RACHEL DE MAMIEL	RETURN OF BOND	98.00
7/09/2022	89743	REDFISH TECHNOLOGIES PTY LTD	AUDIO VIDEO CONSULTING	5,056.54
7/09/2022	89888	REECE PTY LIMITED	PLUMBING SERVICES	2,832.50
20/09/2022	90137	REGIONAL PROJECTS WA PTY LTD	PROJECT MANAGEMENT & CONSTRUCTION SUPERVISING	2,425.50
7/09/2022	89865	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	700.28
20/09/2022	90173	REPCO AUTO PARTS	PLANT PURCHASES / SERVICES / PARTS	47.75
20/09/2022	90121	RESOURCE RECOVERY GROUP	RECYCLE RIGHT MEMBERSHIP	8,250.00
20/09/2022	89986	RETRACTABLE TARPS PTY LTD	TARPAULINS	1,756.81
7/09/2022	89902	RMS (AUST) PTY LTD	SOFTWARE SERVICES	148.56
20/09/2022	90002	ROBERT'S TILT TRAY & HIAB SERVICE	FREIGHT	1,512.50
20/09/2022	90170	ROD'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	1,167.08
20/09/2022	90077	ROSE VAN SON	ART SALES	17.50
20/09/2022	90185	ROTARY CLUB OF BUSSELTON GEOGRAPHE BAY	SPONSORSHIP / ADVERTISING	7.00
7/09/2022	89853	ROYAL LIFE SAVING SOCIETY - WESTERN AUSTRALIA	TRAINING SERVICES	220.00
20/09/2022	90161	ROYAL LIFE SAVING SOCIETY - WESTERN AUSTRALIA	TRAINING SERVICES	939.40
7/09/2022	89878	RUBEK AUTOMATIC DOORS	AUTOMATIC DOOR SERVICES	6,638.50
20/09/2022	90056	RURAL PRESS PTY LTD	ADVERTISING SERVICES	4,005.18
20/09/2022	90006	RUTH BROOKS	ART SALES	10.00
7/09/2022	89896	SAFE & SURE SECURITY PTY LTD	SECURITY SERVICES - ALARM OCCURANCE	2,574.00
20/09/2022	90208	SAFE & SURE SECURITY PTY LTD	SECURITY SERVICES - ALARM OCCURANCE	1,144.00
20/09/2022	90085	SANDRA WALKER	ART SALES	4.00
20/09/2022	90097	SANDRA WILLIAMS	BJTP REFUND	36.50
7/09/2022	89831	SAPIO PTY LTD	SECURITY INSTALLATIONS AMD MAINTENANCE	13,420.29
20/09/2022	89973	SCOPE BUSINESS IMAGING	ELECTRONIC EQUIPMENT	167.67
20/09/2022	90031	SEA CHANGE NEWS	STATIONERY AND OFFICE SUPPLIES	211.69
7/09/2022	89826	SEEK LIMITED	ADVERTISING SERVICES	1,006.50
20/09/2022	90120	SEEK LIMITED	ADVERTISING SERVICES	1,254.00
7/09/2022	89719	SERVICES AUSTRALIA	CHARGES FOR CENTREPAY FACILITY	138.60
20/09/2022	89969	SETON AUSTRALIA	SECURITY BARRIERS	2,007.64
20/09/2022	90092	SHANNON BURNS	REFUND DOG REGISTRATION	150.00
29/09/2022	90254	SHARON CUSTERS	STAFF REIMBURSEMENT	318.31
20/09/2022	90126	SHARON HINCHLIFFE	ART SALES	24.50
20/09/2022	89993	SHEDS DOWN SOUTH	SHED CONSTRUCTION	525.00
20/09/2022	90218	SHORE COASTAL PTY LTD	COASTAL CONSULTANCY SERVICES	10,714.00
29/09/2022	90251	SHOREWATER MARINE PTY LTD	MARINE ASSET MAINTENANCE - BUSSELTON JETTY	33,332.88
9/09/2022	89910	SIGNS & LINES	DIGITAL ENTRY STATEMENT BILLBOARD	56,430.00
8/09/2022	89683	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	15,588.03
20/09/2022	90054	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	308.02
22/09/2022	90226	SMARTSALARY PTY LTD	SALARY PACKAGING SERVICE	19,344.03
7/09/2022	89785	SMITHS DETECTION (AUSTRALIA) PTY LTD	SCREENING EQUIPMENT SUPPLY & MAINTENANCE	187.00
7/09/2022	89884	SOILS AINT SOILS	NURSERY SUPPLIES	5,843.96
14/09/2022	89934	SOILS AINT SOILS	NURSERY SUPPLIES	107.41
20/09/2022	90193	SOILS AINT SOILS	NURSERY SUPPLIES	148.20
7/09/2022	89794	SOS OFFICE EQUIPMENT	OFFICE EQUIPMENT SERVICES	2,715.33
20/09/2022	90079	SOS OFFICE EQUIPMENT	OFFICE EQUIPMENT SERVICES	3,162.74
20/09/2022	90017	SOUND PRO	EQUIPMENT HIRE	440.00
7/09/2022	89738	SOUTH REGIONAL TAFE	EDUCATION & TRAINING	997.60
20/09/2022	90134	SOUTH WEST CLEANING	BBQ CLEANING	2,448.60
7/09/2022	89729	SOUTH WEST INDONESIAN COMMUNITY	BOND REFUND	200.00
7/09/2022	89828	SOUTH WEST IRRIGATION MANAGEMENT SOLUTIONS	IRRIGATION AND PROJECT MANAGEMENT	1,826.00
7/09/2022	89863	SOUTH WEST ISUZU	PLANT PURCHASES / SERVICES / PARTS	232.84
20/09/2022	90171	SOUTH WEST ISUZU	PLANT PURCHASES / SERVICES / PARTS	754.89
7/09/2022	89855	SOUTH WEST MACHINING CENTRE	PLANT MAINTENANCE SERVICES	2,711.50
7/09/2022	89769	SOUTH WEST OFFICE NATIONAL	STATIONERY	843.14
20/09/2022	90042	SOUTH WEST OFFICE NATIONAL	STATIONERY	1,454.31
7/09/2022	89716	SOUTH WEST WINDSCREENS & TINT	WINDSCREENS & TINTING	430.00
20/09/2022	89980	SOUTH WEST WINDSCREENS & TINT	WINDSCREENS & TINTING	1,180.00
20/09/2022	90148	SOUTHERN CAPES MOTORCYCLE CLUB	GRANT FUNDING	5,000.00
20/09/2022	90033	SOUTHERN HABITAT NURSERY	NURSERY SUPPLIES	7,425.00
7/09/2022	89850	SOUTHERN LOCK & SECURITY	CANCELLED EFT	-
20/09/2022	90157	SOUTHERN LOCK & SECURITY	SECURITY SERVICES	399.96
20/09/2022	90192	SOUTHERN MACHINING & MAINTENANCE	PLANT MAINTENANCE SERVICES	66.00
7/09/2022	89731	SOUTHWEST OUTDOOR POWER	PLANT PURCHASES / SERVICES / PARTS	59.10
7/09/2022	89879	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	12,899.90
20/09/2022	90188	SOUTHWEST TYRE SERVICE	PLANT TYRE SUPPLIER / REPAIRER	2,438.90
20/09/2022	90200	SPORTSWORLD OF WA	SPORT EQUIPMENT SUPPLIER	1,130.80
7/09/2022	89734	SPRAYMOW SERVICES	BUSH FIRE INSPECTION WORKS/WEED CONTROL	1,790.80
20/09/2022	89997	SPRAYMOW SERVICES	BUSH FIRE INSPECTION WORKS/WEED CONTROL	2,640.00
7/09/2022	89814	STATEWIDE DOORS BUSSELTON	MAINTENANCE SERVICES	550.00
7/09/2022	89897	STRATAGREEN	NURSERY SUPPLIES	8,164.23
9/09/2022	89911	SUPERCHOICE	CANCELLED EFT	-
9/09/2022	89912	SUPERCHOICE	CANCELLED EFT	-
9/09/2022	89913	SUPERCHOICE	CANCELLED EFT	-
8/09/2022	89939	SUPERCHOICE	SUPERANNUATION	185,509.99
22/09/2022	90235	SUPERCHOICE	SUPERANNUATION	188,311.44
20/09/2022	89976	SURFING WESTERN AUSTRALIA	EVENT ORGANISATION	8,250.00
20/09/2022	90205	SURVCON P/L	SURVEY SERVICES	2,366.39

City of Busselton
Geographe Bay

LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY
FOR THE MONTH OF SEPTEMBER 2022

CHEQUE PAYMENTS	119406 - 119418	23,000.39
ELECTRONIC FUNDS TRANSFER PAYMENTS	89683 - 89941 and 89945 - 90269	7,739,029.63
TRUST ACCOUNT PAYMENTS	EFT 89942 - 89944	82,823.60
PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

7/09/2022	89777	SURVEYING SOUTH	SURVEYING SERVICES	880.00
20/09/2022	90057	SURVEYING SOUTH	SURVEYING SERVICES	880.00
20/09/2022	90078	SUZANNA HAY	ART SALES	210.00
7/09/2022	89747	SW ENVIRONMENTAL	ENVIRONMENTAL SERVICES	13,565.75
20/09/2022	90008	SW ENVIRONMENTAL	ENVIRONMENTAL SERVICES	871.75
7/09/2022	89862	SW PRECISION PRINT	PRINTING SERVICES	2,114.00
7/09/2022	89805	SW WOMENS HEALTH & INFORMATION CENTRE	SUNDRY PAYMENTS	300.00
20/09/2022	90046	SYNERGY	ELECTRICITY SUPPLIES	91,784.63
7/09/2022	89851	T J DEPIAZZI & SONS	LAWN SUPPLIES	1,699.50
7/09/2022	89756	TALOGY	PSYCHOMETRIC ASSESSMENT SERVICES	1,452.00
20/09/2022	90102	TAMMIE LEE PRICE	RATE REFUND	1,500.00
7/09/2022	89697	TARVIA PTY LTD	ENGINEERING SERVICES	3,879.70
7/09/2022	89787	TECH WINDOW GAVIN KENNETH BARNES t/as	IT SUPPORT AND RETAIL SALES	138.90
20/09/2022	90069	TECH WINDOW GAVIN KENNETH BARNES t/as	IT SUPPORT AND RETAIL SALES	389.10
20/09/2022	90163	TELSTRA CORPORATION	COMMUNICATION SERVICES	18,332.67
29/09/2022	90260	TELSTRA CORPORATION	COMMUNICATION SERVICES	90.00
20/09/2022	90024	THE GOOD EGG CAFE	VENUE HIRE AND CATERING	415.00
7/09/2022	89726	THE URBAN COFFEE HOUSE	TRAINING CATERING	3,290.00
20/09/2022	89991	THE URBAN COFFEE HOUSE	CATERING	100.00
20/09/2022	90066	THOMAS ECKERT	CARPENTRY WORK	907.50
7/09/2022	89817	TIM WILSON CARPENTRY	CARPENTRY SERVICES	441.00
14/09/2022	89915	TONIA KILIAN	STAFF REIMBURSEMENT	80.00
7/09/2022	89840	TORA SUSHI	CATERING	102.00
20/09/2022	89956	TOTAL GREEN RECYCLING	RECYCLING E-WASTE SERVICES	1,779.99
7/09/2022	89899	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	4,813.60
20/09/2022	90211	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES	27,953.48
7/09/2022	89908	T-QUIP	MOWER PARTS & SERVICE	1,695.30
20/09/2022	90223	T-QUIP	MOWER PARTS & SERVICE	515.75
7/09/2022	89901	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	489.60
14/09/2022	89936	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	842.00
20/09/2022	90213	TRADE HIRE	PLANT HIRE & EQUIPMENT SERVICES	481.00
7/09/2022	89762	TRIBE PERTH	ACCOMMODATION	125.00
20/09/2022	90027	TRIBE PERTH	ACCOMMODATION	258.00
7/09/2022	89748	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	15.93
20/09/2022	90013	TRUCK CENTRE (WA) PTY LTD	NEW VEHICLE PARTS & SERVICE	1,435.93
7/09/2022	89786	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	3,037.62
20/09/2022	90068	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	661.03
7/09/2022	89813	TUDOR HOUSE	AUSTRALIAN FLAG	4,275.00
20/09/2022	90108	TURNER DESIGN	BRANDING WEBSITES	1,760.00
14/09/2022	89927	TUTT BRYANT HIRE	WORKSHOP SUPPLIES	9,659.38
20/09/2022	90119	TUTT BRYANT HIRE	WORKSHOP SUPPLIES	5,289.66
20/09/2022	90195	TYREPOWER BUSSELTON	PLANT TYRE SUPPLIER / REPAIRER	130.00
20/09/2022	90026	TYRES & MORE DUNSBOROUGH	TYRE SALES AND SERVICE	45.00
7/09/2022	89749	U-NAME IT FENCING	FENCING AND RURAL SERVICES	890.00
20/09/2022	90012	UNDALUP ASSOCIATION INC	MONITORING - SUGAR LOAF RD	13,457.29
20/09/2022	90133	UNITING GLOBAL PTY LTD	CLEANING AND MAINTENANCE SERVICES	33,065.95
20/09/2022	89975	URSULA FAHRER	ART SALES	19.20
20/09/2022	90038	VECTORWORKS AUSTRALIA PTY LTD	SOFTWARE SUPPLY AND MAINTENANCE	805.20
20/09/2022	90199	VEOLIA RECYCLING & RECOVERY PTY LTD	WASTE MANAGEMENT SERVICES	2,183.39
14/09/2022	89925	VICTORIA BATEMAN & PAUL HIGSON	SUNDRY PAYMENTS	357.70
20/09/2022	90178	W.A. HINO SALES & SERVICE	PLANT PURCHASES / SERVICES / PARTS	600.65
7/09/2022	89807	WA ADVANCED TRAINING ACADEMY	TRAINING AND ASSESSMENT	2,880.00
20/09/2022	90110	WA ADVANCED TRAINING ACADEMY	TRAINING AND ASSESSMENT	6,300.00
20/09/2022	90186	WA TREASURY CORPORATION	LOAN REPAYMENT	1,227,171.95
7/09/2022	89693	WALGA	WALGA TRAINING SERVICES	42,393.19
20/09/2022	89947	WALGA	WALGA TRAINING SERVICES	22,924.00
20/09/2022	90132	WALGER RESOURCES	INDIGENOUS CULTURAL CONSULTANCY	400.00
7/09/2022	89773	WESTBOOKS	LIBRARY RESOURCES	247.68
20/09/2022	90048	WESTBOOKS	LIBRARY RESOURCES	14.94
20/09/2022	90083	WESTERN GROWERS FRESH	CATERING	302.00
20/09/2022	89995	WESTERN IRRIGATION PTY LTD	BORE AND IRRIGATION SERVICES	2,805.00
7/09/2022	89871	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	1,002.10
20/09/2022	90177	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	2,307.56
7/09/2022	89832	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	165.00
20/09/2022	90129	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	165.00
7/09/2022	89860	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	13.29
20/09/2022	90167	WINC AUSTRALIA PTY LTD	STATIONERY SUPPLIER	514.79
20/09/2022	90144	WOODEN FOX	LIVE MUSIC	300.00
20/09/2022	89970	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	STREETSCAPE FURNITURE	8,702.76
29/09/2022	90256	WOOLWORTHS GROUP LIMITED	GROCERIES	599.35
7/09/2022	89873	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	961.00
20/09/2022	90000	WOW WILDERNESS	MARINE PARK CRUISES	753.43
20/09/2022	90198	WREN OIL	WASTE OIL SERVICES	16.50
20/09/2022	89952	XPANSE	COMPUTER SOFTWARE SUPPLIER	8,322.60
20/09/2022	89998	YAHAVA KOFFEE WORKS WHOLESALE	CATERING	777.90
7/09/2022	89707	YALLINGUP COFFEE ROASTING COMPANY	CATERING SERVICES	105.00
7/09/2022	89783	YELVERTON LIQUID WASTE	LIQUID WASTE REMOVAL	4,515.50
20/09/2022	90063	YELVERTON LIQUID WASTE	LIQUID WASTE REMOVAL	2,233.00
20/09/2022	90145	YEOMANS CONSTRUCTION	BUILDING WORKS - SOUTHERN CAPES MOTOR CYCLE CLUB	21,584.68
7/09/2022	89861	ZIPFORM	PRINTING SERVICES - RATES	19,772.35
7/09/2022	89774	ZOHO CORPORATION PTY LTD	SOFTWARE LICENCES	668.80
				7,739,029.63

TRUST PAYMENTS SEPTEMBER 2022

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
16/09/2022	89943	CITY OF BUSSELTON - EFT	INTERNAL PAYMENTS / COMMISSIONS	884.00
16/09/2022	89944	CONSTRUCTION TRAINING FUND	CTF LEVY	6,507.93

City of Busselton
Geographe Bay

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TRUST ACCOUNT PAYMENTS	EFT 89942 - 89944	82,823.60
PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

16/09/2022	89942	DEPARTMENT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY	75,431.67
				82,823.60

INTERNAL PAYMENT VOUCHERS (DIRECT DEBITS) SEPTEMBER 2022

DATE	REF #	NAME	DESCRIPTION	AMOUNT $
13/09/2022	5024	A ELLIOTT	REFUND OF RATE OVERPAYMENT	2,893.54
31/08/2022	4993	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL SERVICES	93,282.66
1/09/2022	4989	ANZ BANK	BANK FEES	17,113.51
1/09/2022	4990	ANZ BANK	BANK FEES	15.25
7/09/2022	5001	ANZ BANK	BANK FEES	286.64
7/09/2022	5003	ANZ BANK	BANK FEES	571.20
7/09/2022	5015	ANZ BANK	BANK FEES	4,570.15
7/09/2022	5016	ANZ BANK	BANK FEES	336.20
7/09/2022	5027	ANZ BANK	CREDIT CARD PAYMENT	13,255.83
		ADINA PERTH	LIWA TRADE EXHIBITION 2022-M.EVERUSS	428.38
		ADINA PERTH-ACCOMMODATION	LIWA TRADE EXHIBITION 2022-C.PHILIPOFF	428.38
		AIBS - THE AUSTRALIAN INSTITURE OF BUILDING SURVEYORS	MEMBERSHIP RENEWAL 22-23 - R.GUZZOMI	800.00
		Apple iCLOUD STORAGE	iCLOUD STORAGE -O.DARBY	4.49
		ATRIUM HOTEL-ACCOMMODATION	ATTENDANCE AT -WA TURF DAY-B.REYNOLDS, M.DRUMMOND, J. FYFE, M.PERHAM	620.00
		CALLOWS	STAFF LEAVING CARD- S.WILSON	9.99
		COLES EXPRESS	FUEL- DIRECTOR FINANCE AND CORPORATE SERVICE VEHICLE	143.79
		DEE WHY MEDICAL	PRE EMPOLYMENT MEDICAL. M. DU PLEISS	200.00
		DEPT OF JUSTICE	EVICTION ORDER COURT COSTS	879.10
		DEPUTY	DIGITAL VOLUNTEER MANAGEMENT SYSTEM-ARTGEO	116.27
		DEPUTY DEPUTY	DEPUTY ROSTERING SYSTEM GLC	742.83
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	100.70
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	97.70
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	102.25
		DOMINOS- YOUTH SERVICES	CATERING- SATURDAY NIGHT PROGRAM	101.70
		DUXTON HOTEL	RCAWA- ACCOMMODATION/FOOD & BEVERAGE-CEO M.ARCHER	346.12
		DWER - WATER	CLEARING PERMIT	400.00
		DYCCI	TICKETS-WOMEN IN BUSINESS LUNCH	97.88
		FACEBOOK	GLC FACEBOOK ADVERTS	383.20
		GEOBAY BUTCHERING-CATERING	MEAT FOR DEPOT EOFY FUNCTION	404.89
		GODADDY.COM	DOMAIN REGISTRATION -ARTGEO.COM.AU	294.79
		GODADDY.COM	REFUNDS ON DOMAIN RENEWALS	- 29.85
		HARVEY NORMAN	2X USB THUMBDRIVES	49.95
		IGODIRECT	EFTPOS GIFT CARDS-STAFF AWARDS	1,863.62
		LEGALWISE SEMINARS	ADVANCED RETAILS AND COMMERCIAL LEASING A.STRANG	353.00
		MAILCHIMP	ELECTRONIC NEWSLETTER PR	471.97
		MAILCHIMP -ARTGEO	ELECTRONIC MARKETING -ARTGEO	87.96
		MAILCHIMP-ELECTRONIC MARKETING	LIBRARY NEWSLETTER AND MARKETING	96.75
		MELO VELO GIFT CARD	STAFF LEAVING GIFT -D.HALL	150.00
		MESSAGEMEDIA	GLC - CUSTOMER RETENTION AND CONTACT SYSTEM	185.50
		RADICAL NOMINEES PTY	RCAWA DINNER-CEO M.ARCHER, CR HENLEY & CR CARTER	196.95
		SAFETY CULTURE	IAUDITOR PREMIUM PLAN	158.60
		SAI GLOBAL	AUSTRALIAN STANDARDS - AS4970-2007	207.99
		SENDGRID	CUSTOMER RETENTION-GLC	29.64
		SHELTER BREWING	SOUTH WEST CEO GROUP CATCHUP	80.00
		SPOTIFY	MUSIC FOR YOUTH SERVICES -MONTHLY SUBSCRIPTION	18.99
		TELSTRA	TELSTRA HOME INTERNET- M.ARCHER	95.32
		WA POLICE	CORPORATE FIREARM RENEWAL	147.00
		WALGA-GALA TICKET	PARTNER TICKET-T.NOTTLE (TO BE REIMBURSED)	125.00
		WALGA-REGISTRATION	ABORIGINAL ENGAGEMENT AND RECONCILIATION FORUM	140.00
		WALGA-REGISTRATION	2022 WALGA LOCAL GOV CONVENTION-T. NOTTLE	1,420.00
		WANGARA MEDICAL	PRE EMPLOYMENT MEDICAL. J.TAYLOR	250.00
		WEST AUSTRALIAN	DIGITAL SUBSCRIPTION	28.00
		WESTERN GROWERS	CATERING -SW REGIONAL AIN MEETING	48.00
		YOURMEMBER-CAREERS	YOUR MEMBER-CAREERS	242.00
		YOURMEMBER-CAREERS	ADVERTISING - IPWEA	7.26
		ZOOM	MONTHLY SUBSCRIPTION	129.72
30/09/2022	5028	ANZ BANK	STOP CHQ FEE	60.00
27/09/2022	5010	AUSTRALIAN FEDERATION PARTY	REFUND OF APPLICATION	96.60
27/09/2022	5025	B INGATE	REFUND OF RATE OVERPAYMENT	655.71
16/09/2022	5020	C MCQUAIR	REFUND OF ANIMAL TRAP BOND	100.00
8/09/2022	4998	C RYAN	REFUND OF APPLICATION	299.00
15/09/2022	5011	C SMITH	REFUND OF RATE OVERPAYMENT	39.40
8/09/2022	4996	CHEEKY MONKEY BREWING CO PTY LTD	REFUND OF APPLICATION	224.00
5/09/2022	5002	COMMONWEALTH BANK	BANK FEES	3,472.03
20/09/2022	5004	COMMONWEALTH BANK	TERM DEPOSIT	5,000,000.00
20/09/2022	5005	COMMONWEALTH BANK	TERM DEPOSIT	5,000,000.00
15/09/2022	5017	COMMONWEALTH BANK	BANK FEES	66.59
29/09/2022	5026	CONWAY	REFUND OF APPLICATION	295.00
8/09/2022	4992	CRAIGIE	REFUND OF ANIMAL TRAP BOND	100.00
27/09/2022	5010	E HART	REFUND OF RATE OVERPAYMENT	10,000.00
29/09/2022	5026	FREMANTLE 5 A SIDE	REFUND OF APPLICATION	2,410.00
26/09/2022	5013	G BAUER	REFUND OF RATE OVERPAYMENT	20,049.09
27/09/2022	5021	G HOHNSON	REFUND OF RATE OVERPAYMENT	2,543.20
8/09/2022	4997	J ATKINS	REFUND OF RATE OVERPAYMENT	948.07
8/09/2022	4998	J ROTHSTEIN	REFUND OF APPLICATION	171.65
28/09/2022	5022	J VERRAN	REFUND OF APPLICATION	84.00
13/09/2022	4999	J WILDE	REFUND OF ANIMAL TRAP BOND	100.00
1/09/2022	4995	LES MILLS ASIA PACIFIC	CONTRACT FEES	605.03
1/09/2022	5000	LES MILLS ASIA PACIFIC	CONTRACT FEES	504.19
8/09/2022	4998	M RAVLICH	REFUND OF APPLICATION	37.00
21/09/2022	5009	OVERDRIVE INC	LIBRARY DIGITAL CONTENT	5,000.00
1/09/2022	4991	PATERSON	REFUND OF ANIMAL TRAP BOND	100.00

City of Busselton
Geographe Bay

LISTING OF PAYMENTS MADE
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FOR THE MONTH OF SEPTEMBER 2022

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PAYROLL PAYMENTS	01.09.22 - 30.09.22	1,642,559.97
INTERNAL PAYMENT VOUCHERS	DD 4989 - 5028	22,206,964.66
		31,694,378.25

26/09/2022	5013	R FORD	REFUND OF RATE OVERPAYMENT	582.41
27/09/2022	5025	R REYNOLDS	REFUND OF RATE OVERPAYMENT	2,576.12
8/09/2022	5014	RBR LTD	TIDE AND WATER SENSOR	19,452.30
23/09/2022	5023	S HORTON	AIRPORT PARKING CARD REFUND	20.00
9/09/2022	4994	S WOODS	REFUND OF APPLICATION	295.00
27/09/2022	5010	SMITHS BEACH RESORT	REFUND OF APPLICATION	514.40
15/09/2022	5019	T ANESBURY	REFUND OF ANIMAL TRAP BOND	100.00
16/09/2022	5012	T HUXLEY	REFUND OF APPLICATION	147.00
13/09/2022	4999	THE MARGARET RIVER CHOCOLATE FACTORY CO	REFUND OF ANIMAL TRAP BOND	100.00
15/09/2022	5018	THE MARGARET RIVER CHOCOLATE FACTORY CO	REFUND OF ANIMAL TRAP BOND	100.00
8/09/2022	4998	V DEMPSTER	REFUND OF APPLICATION	82.00
15/09/2022	5011	V O'BYRNE	REFUND OF RATE OVERPAYMENT	483.32
27/09/2022	5021	W KILNER	REFUND OF RATE OVERPAYMENT	580.57
27/09/2022	5021	WA AIDS COUNCIL	REFUND OF APPLICATION	128.00
29/09/2022	5026	WEDGE	REFUND OF RATE OVERPAYMENT	1,518.00
20/09/2022	5006	WESTPAC BANK	TERM DEPOSIT	4,000,000.00
20/09/2022	5007	WESTPAC BANK	TERM DEPOSIT	4,000,000.00
20/09/2022	5008	WESTPAC BANK	TERM DEPOSIT	4,000,000.00
				22,206,964.66

12.3 Finance Committee - 2/11/2022 - FINANCIAL ACTIVITY STATEMENTS - YEAR TO DATE AS AT 30 SEPTEMBER 2022

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

This item was considered by the Finance Committee at its meeting on 2/11/2022, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2211/280 Moved Councillor P Carter, seconded Councillor A Ryan

That the Council receives the statutory financial activity statement reports for the period ending 30 September 2022, pursuant to Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996.*

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council receives the statutory financial activity statement reports for the period ending 30 September 2022, pursuant to Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996.*

EXECUTIVE SUMMARY

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

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis, for the period ending 30 September 2022.

BACKGROUND

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

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

Additionally, and pursuant to Regulation 34(5) of the Regulations, a local government is required to adopt a material variance reporting threshold in each financial year. At its meeting on 3rd August 2022, the Council adopted (C2208/198) the following material variance reporting threshold for the 2022/23 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 2022/23 financial year as follows:*
>
> - *Variances equal to or greater than 10% of the year to date budget amount as detailed in the Income Statement by Nature and Type/Statement of Financial Activity report, however variances due to timing differences and/or seasonal adjustments are to be reported only if not to do so would present an incomplete picture of the financial performance for a particular period; and*
> - *Reporting of variances only applies for amounts greater than $50,000.*

OFFICER COMMENT

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

Statement of Financial Activity

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

Net Current Position

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

Capital Acquisition Report

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

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

Reserve Movements Report

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

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

Comments on Financial Activity to 30 September 2022

The Statement of Financial Activity (FAS) for the year to date (YTD) shows an overall Net Current Position of $52.6M.

Unfortunately, the reporting mechanisms that enables detailed reporting on the material variances on the face of the FAS, are still in the process of being resolved. As such, commentary on these variances to YTD budget positions is not available as yet. This will be resolved and explained in subsequent months as the new system and its reporting becomes fully functional.

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 30th September 2022 the value of the City's invested funds increased from $90.9M as at 31st August 2022 to $112.9M.

As at 30th September 2022 the 11AM (an intermediary account which offers immediate access to the funds compared to the term deposits) account balance is $7.0M, with no change from 31st August 2022.

During the month of September five new Term Deposits were opened with a total amount of $22M. These were invested for 248 days at 4.16% on average. Four term deposits totalling the amount of $16M matured. These were renewed for a further 195 days at 4.01% on average.

The official cash rate increased during the month of September by a further 0.5% from 1.85% to 2.35%. Further increases are expected in the coming months further increasing the cash rate. This will result in higher interest earnings for the City, although future borrowings will incur higher rates also.

The current variance of interest to budget is due to the identified system issues. As shown on investment report, interest totalling $157,255 has been received but not yet fully processed. Additionally, accrued interest totalling $298,396 has not yet been fully processed.

Borrowings Update

During the month no new loans were drawn, with $803K of principal and $423K of interest repaid on existing loans. The attached Loan Schedule outlines the status of all existing loans YTD.

Acting Chief Executive Officer – Corporate Credit Card

Details of transactions made on the Acting Chief Executive Officer's corporate credit card during September 2022 are provided below to ensure there is appropriate oversight and awareness.

Date	Payee	Description	$ Amount
Naomi Searle (1/9/22 to 21/9/22)			
03/09/2022	DOMINO'S	CATERING- SATURDAY NIGHT PROGRAM- YOUTH SERVICES	100.75
05/09/2022	SENDGRID	EMAIL PROGRAM FOR CUSTOMER RETENTION AND CONTACT-GLC	30.35
05/09/2022	DUNSBOROUGH YALLINGUP CHAMBER OF COMMERCE AND INDUSTRY	TICKETS TO WOMEN IN BUSINESS NETWORKING LUNCH – C. McMILLEN	97.88
05/09/2022	DEPUTY	DIGITAL ROSTERING PROGRAM-ARTGEO	107.20
10/09/2022	DOMINO'S	CATERING- SATURDAY NIGHT PROGRAM- YOUTH SERVICES	100.30
11/09/2022	MAILCHIMP	LIBRARY NEWSLETTER AND MARKETING	99.67
13/09/2022	MESSAGE MEDIA	GLC - CUSTOMER RETENTION AND CONTACT SYSTEM	49.98
14/09/2022	SAFE FIRST TRAINING	WHITE CARD TRAINING- YOUTH SERVICES	237.00
14/09/2022	LOCAL GOVERNMENT PROFESSIONALS WA	MEMBERSHIP –N.SEARLE	531.00
15/09/2022	SPOTIFY	MUSIC FOR YOUTH SERVICES EVENTS	18.99
17/09/2022	DOMINO'S	CATERING- SATURDAY NIGHT PROGRAM- YOUTH SERVICES	100.42
17/09/2022	MAILCHIMP	ELECTRONIC MARKETING -ARTGEO	91.13
		SUBTOTAL	**$1,564.67**
Oliver Darby (22/9/22 to 30/9/22)			
23/09/2022	NORTHFLEET TRANSPORT	CRANE HIRE - 23RD SEPTEMBER 2022	2,028.08
30/09/2022	SP RAWLINSONS	2022-RAWLINSONS AUSTRALIAN CONSTRUCTION HANDBOOK	470.00
		SUBTOTAL	**$2,498.08**
		TOTAL	**$4,062.75**

Donations & Contributions Received

During the month no non-infrastructure asset (bridges, roads, POS etc), donations or contributions were received.

Statutory Environment

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

Relevant Plans and Policies

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

Financial Implications

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

Stakeholder Consultation

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

Risk Assessment

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

Options

The Statements of Financial Activity are presented in accordance with Section 6.4 of the Act and Regulation 34 of the Regulations and are to be received by Council. Council may wish to make additional resolutions as a result of having received these reports.

CONCLUSION

As at 30th September 2022, the City's net current position stands at $52.6M. The City's financial performance is considered satisfactory, and cash reserves remain strong.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Not applicable.

City of Busselton
Loan Schedule - as at 30 September 2022

Purpose	Loan Number	Institut-ion	Budgeted Interest Rate	Term (Years)	Expiry	Actual Interest Rate	2022/23 Actual New Loans	2022/23 Actual Principal Repayments	2022/23 Balance of Principal Owing	2022/23 Actual Interest Repayments	Budget Principal 1 July 2022	2022/23 Budget New Loans	2022/23 Budget Principal Repayments	Budget Principal Outstanding 30 June 2023	2022/23 Budget Interest Repayments
			%			%	$	$	$	$	$	$	$	$	$
Council Loans															
Administration															
Civic and Administration Centre	207	WATC	4.51	20	Jun-34	4.51		199,207	12,395,836	142,009	12,595,043		810,406	11,784,637	554,459
Other Property and Services															
Lot 40 Vasse Highway	210	WATC	3.61	10	Dec-25	3.61			850,000	7,671	850,000		-	850,000	30,685
Recreation and Culture															
Geothermal Heating GLC	202	WATC	3.98	10	Jun-23	3.98		15,620	47,800	631	63,421		63,421	(0)	1,585
Busselton Foreshore	204	WATC	4.36	15	Jun-29	4.36		18,584	586,079	6,591	604,663		75,559	529,104	25,139
GLC Extensions	205	WATC	3.92	10	Jun-24	3.92		33,798	246,042	2,742	279,840		137,191	142,649	8,969
Busselton Foreshore	209	WATC	3.45	12	Jun-27	3.45		140,520	2,920,680	27,245	3,061,200		569,628	2,491,572	101,430
Busselton Foreshore	211	WATC	2.55	8	Oct-24	2.55		97,536	906,281	6,399	1,003,817		393,889	609,928	21,851
Busselton Foreshore Jetty Precinct	215	WATC	3.25	10	Apr-28	3.25			1,595,480		1,595,480		244,951	1,350,529	49,879
Tennis Club Facility	216	WATC	3.25	10	Apr-28	3.25			1,755,027		1,755,027		269,446	1,485,581	54,867
Lot 10 Commonage Road	217	WATC	3.25	10	Apr-28	3.25			1,021,107		1,021,107		156,769	864,338	31,923
Busselton Tennis Club	218	WATC	2.21	10	Jun-29	2.21		30,018	876,296	5,007	906,314		121,072	785,242	19,031
Performing Arts / Convention Centre	225	WATC	1.46	10	Dec-31	2.10		113,852	4,660,224	25,052	4,774,076		459,005	4,315,071	96,611
Performing Arts / Convention Centre	226	WATC	2.02	15	Dec-36	2.39		70,389	4,790,083	28,987	4,860,472		284,085	4,576,387	113,418
Performing Arts / Convention Centre	228	WATC	3.86	20	Jun-42	3.86		41,740	4,958,260	81,268	5,000,000		169,393	4,830,607	190,515
Performing Arts / Convention Centre	229	WATC	3.77	17	Jun-39	3.77		52,812	4,947,188	79,349	5,000,000		214,251	4,785,749	185,387
Performing Arts / Convention Centre	New	Unknown	3.25	20	New						-	6,500,000	175,426	6,324,574	157,020
Transport															
Airport Jet A1 Installation	206	WATC	3.92	10	Jun-24	3.92		9,858	71,762	800	81,620		40,014	41,606	2,616
Airport Freight Hub Stage 1	219	WATC	2.21	10	Jun-29	2.21		35,542	1,037,534	5,929	1,073,076		143,350	929,726	22,532
							-	**859,475**	**43,665,680**	**419,680**	**44,525,155**	**6,500,000**	**4,327,853**	**46,697,301**	**1,667,916**
Self-Supporting Loans															
Recreation and Culture															
Busselton Bowling Club	199	WATC	5.98		Dec-20	5.98			-		-			-	
Busselton Football and Sportsman's Club	208	WATC	2.93	10.25	Apr-25	2.93		777	8,928	71	9,705		3,141	6,564	250
Dunsborough and Districts Country Club	212	WATC	3.04	10	May-27	3.04			61,291		61,291		11,530	49,761	1,776
Geographe Bay Yacht Club	213	WATC	3.04	10	May-27	3.04			53,764		53,764		10,114	43,650	1,558
Dunsborough and Districts Country Club	214	WATC	3.19	10	Sep-27	3.19		5,434	59,343	1,033	64,777		10,955	53,822	1,980
Busselton Tennis Club	220	WATC	1.37	7	Sep-26	1.37		1,768	29,122	106	30,889		7,107	23,782	387
Busselton Hockey Club Stadium	221	WATC	1.31	10	Jun-30	1.31		1,084	35,433	120	36,517		4,358	32,158	457
Busselton Golf Club	222	WATC	1.45	10	Jun-31	1.45		2,598	97,106	362	99,703		10,447	89,256	1,390
Dunsborough Bay Yacht Club	223	WATC	2.77	5	Dec-26	1.57		1,214	21,373	88	22,587		4,883	17,704	325
Geographe Bay Yacht Club	224	WATC	2.77	10	Dec-31	2.42		1,122	46,654	289	47,776		4,530	43,246	1,114
Community Groups 22/23 $250K	New	Unknown	1.55	10	New				-		-	250,000	11,603	238,397	1,915
Economic Services															
MRBTA - Ancient Lands Discovery Park	227	WATC	2.77	10	Mar-32	2.77		27,416	1,195,357	8,472	1,222,773		110,808	1,111,965	32,742
							-	**41,412**	**1,608,370**	**10,540**	**1,649,782**	**250,000**	**189,475**	**1,710,307**	**43,895**
Total - Council and Self-supporting Loans							-	**900,887**	**45,274,050**	**430,220**	**46,174,937**	**6,750,000**	**4,517,329**	**48,407,608**	**1,711,811**

CITY OF BUSSELTON - INVESTMENT PERFORMANCE REPORT
For the month of September 2022

11am Bank Account — As at 30 September 2022

INSTITUTION				RATE		AMOUNT
ANZ 11am At Call Deposit				2.25%	$	7,000,000

Term Deposits - Miscellaneous Funds — As at 30 September 2022

INSTITUTION	RATING	DAYS	MATURITY	RATE		AMOUNT
ANZ	AA	247	16-Jan-23	2.03%	$	3,500,000
WBC	AA	245	22-Feb-23	2.55%	$	1,500,000
WBC	AA	184	17-Nov-22	1.71%	$	1,500,000
Bendigo	BBB	180	22-Mar-23	3.80%	$	3,000,000
WBC	AA	212	06-Mar-23	3.46%	$	5,000,000
NAB	AA	180	19-Dec-22	3.00%	$	4,000,000
NAB	AA	211	27-Jan-23	3.10%	$	2,000,000
WBC	AA	212	24-Apr-23	3.74%	$	3,000,000
WBC	AA	215	24-Feb-23	3.47%	$	2,000,000
WBC	AA	212	29-Apr-23	4.33%	$	4,000,000
NAB	AA	180	15-Mar-23	3.80%	$	4,000,000
ANZ	AA	153	25-Dec-22	2.23%	$	3,000,000
ANZ	AA	183	25-Oct-22	1.25%	$	2,000,000
ANZ	AA	212	26-Mar-23	2.63%	$	4,000,000
WBC	AA	215	10-Feb-23	2.58%	$	4,000,000
NAB	AA	92	04-Oct-22	2.32%	$	3,000,000
NAB	AA	180	29-Nov-22	2.30%	$	3,000,000
NAB	AA	210	27-Feb-23	3.29%	$	4,000,000
ANZ	AA	183	10-Dec-22	2.25%	$	2,000,000
ANZ	AA	215	10-Feb-23	2.46%	$	3,000,000
CBA	AA	211	28-Apr-23	4.10%	$	5,000,000
MeBank	BBB	180	24-Oct-22	1.75%	$	2,000,000
BoQ	BBB	184	02-Nov-22	1.95%	$	2,000,000
BoQ	BBB	184	30-Nov-22	2.40%	$	2,000,000
ANZ	AA	214	29-Jan-23	2.44%	$	4,000,000
ANZ	AA	184	29-Nov-22	1.82%	$	2,000,000
CBA	AA	92	28-Oct-22	2.62%	$	3,000,000
WBC	AA	212	20-Apr-23	4.14%	$	4,000,000
WBC	AA	242	20-May-23	4.22%	$	4,000,000
WBC	AA	273	20-Jun-23	4.30%	$	4,000,000
CBA	AA	272	19-Jun-23	4.11%	$	5,000,000
CBA	AA	240	18-May-23	4.04%	$	5,000,000
			Total of Term Deposits			**103,500,000.00**
			Weighted Average Annual Rate of Return			**3.14%**

Airport Redevelopment Funds — As at 30 September 2022

WA Treasury Corp. - Overnight Cash Deposit Facility				2.30%	$	1,645,203
			Total of Airport Redevelopment Funds - WATC		$	1,645,203
			Total of Airport Redevelopment Funds - Bank Term Deposits			Nil $0
ANZ Cash Account	AA	NA	NA	2.25%	$	784,422
			Total of Airport Redevelopment Funds - Other		$	784,422
			Total of Airport Redevelopment Funds		**$**	**2,429,626**

Interest Received 2015/16	$	609,666
Interest Received 2016/17	$	1,158,623
Interest Received 2017/18	$	631,835
Interest Received 2018/19	$	121,836
Interest Received 2019/20	$	43,093
Interest Received 2020/21	$	2,267
Interest Received 2021/22	$	1,626
Interest Received 2022/23	$	8,397
Interest Accrued but not yet Received	$	-
Total Interest Airport Funds (Non-Reserve) at month's end	**$**	**2,577,343**
Interest Transferred out and held in City Reserve Account 136	$	1,085,630
Interest Transferred out to Municipal Funds	$	28,104
Interest Earnt (incl. Accrued) on Funds Held in City Reserve A/c 136	$	82,975

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

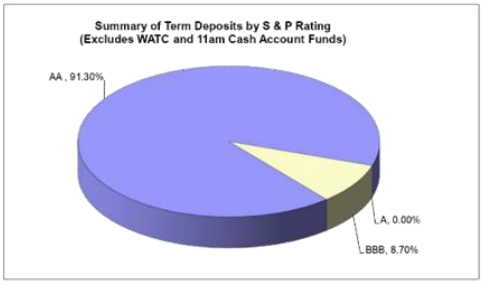
SUMMARY OF ALL INVESTMENTS HELD	As at 1 year ago	As at 30 June 2022	As at 30 September 2022
11am Bank Account	$ 6,500,000	$ 11,500,000	$ 7,000,000
11am Bank Account Interest - not yet fully processed		$ -	-$ 17,538
Term Deposits - Misc. Funds	$ 85,500,000	$ 81,500,000	$ 103,500,000
Term Deposit Interest - not yet fully processed		$ -	-$ 139,718
Airport Redevelopment - WATC Deposits	$ 1,639,188	$ 1,640,116	$ 1,645,203
Airport Redevelopment - ANZ Cash A/c	$ 784,422	$ 784,422	$ 784,422
Total of all Investments Held	$ 94,423,610	$ 95,424,539	$ 112,772,370
TOTAL INTEREST RECEIVED AND ACCRUED	**$ 30,809**	**$ 319,405**	**$ 61,319**
INTEREST BUDGET	**$ 26,148**	**$ 200,000**	**$ 402,721**

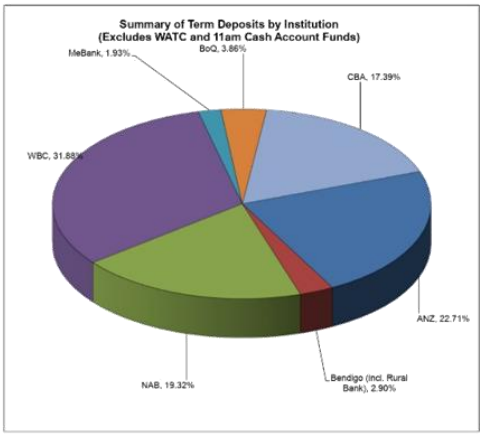
(Note: Interest figures relate to City general funds only and does not include interest allocated to specific areas such as the Airport Redevelopment)

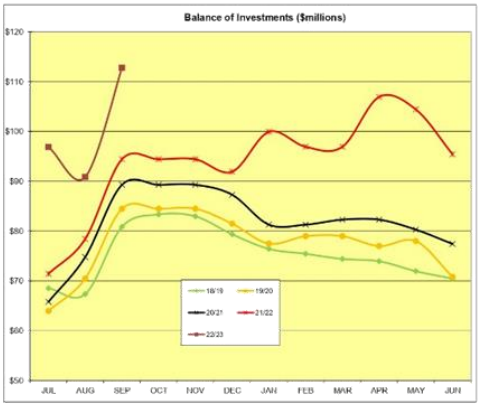
Statement of Compliance with Council's Investment Policy 218

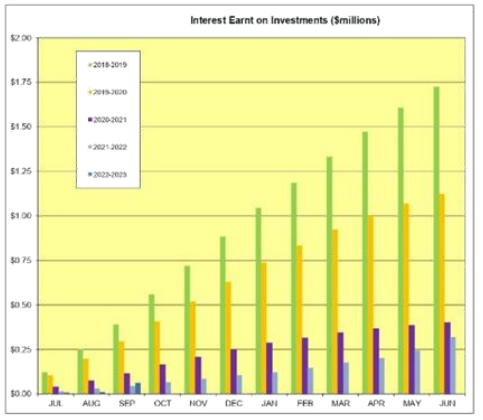
1. All funds are to be invested within legislative limits.	**Fully Compliant**
2. All individual funds held within the portfolio are not to exceed a set percentage of the total portfolio value.	**Fully Compliant**
3. The amount invested based upon the Fund's Rating is not to exceed the set percentages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

Investment Graphs









City of Busselton

Statement of Financial Activity

Year to Date As At 30 September 2022

	2022/2023 Actual YTD	2022/2023 Amended Budget YTD	2022/2023 Original Budget YTD	2022/2023 Amended Budget	2022/2023 Original Budget	2022/23 YTD Bud (A) Variance
	$	$	$	$	$	%
Revenue from Ordinary Activities						
Rates	57,009,552	56,707,894	56,707,894	57,741,408	57,741,408	0.53%
Operating Grants, Subsidies and Contributions	583,703	(1,350,366)	(1,350,366)	3,432,638	3,432,638	-143.23%
Fees & Charges	10,845,796	9,118,902	9,118,902	19,894,021	19,894,021	18.94%
Other Revenue	130,093	81,820	81,820	351,906	351,906	59.00%
Interest Earnings	330,454	572,202	572,202	2,019,250	2,019,250	-42.25%
Gain on Sale of Non-Current Asset	0	0	0	0	0	100.00%
Fair Value Adjustment to Assets	0	0	0	0	0	100.00%
	68,899,598	**65,130,452**	**65,130,452**	**83,439,223**	**83,439,223**	**5.79%**
Expenses from Ordinary Activities						
Employee Costs	(8,252,306)	(7,794,697)	(7,794,697)	(36,307,918)	(36,307,918)	-5.87%
Materials & Contracts	(3,847,387)	(2,801,626)	(2,801,626)	(22,164,077)	(22,164,077)	-37.33%
Utilities (Gas, Electricity, Water etc)	(556,812)	(513,632)	(513,632)	(2,876,680)	(2,876,680)	-8.41%
Depreciation on non current assets	(6,496,042)	(6,916,358)	(6,916,358)	(27,439,900)	(27,439,900)	6.08%
Insurance Expenses	(438,712)	(360,636)	(360,636)	(652,369)	(652,369)	-21.65%
Other Expenditure	36,717	(294,776)	(294,776)	(7,677,546)	(7,677,546)	112.46%
Allocations	188,212	526,481	526,481	2,132,924	2,132,924	64.25%
	(19,366,330)	**(18,155,244)**	**(18,155,244)**	**(94,985,566)**	**(94,985,566)**	**-6.67%**
Borrowings Cost Expense						
Interest Expenses	(458,816)	(365,944)	(365,944)	(1,722,673)	(1,722,673)	-25.38%
	(458,816)	**(365,944)**	**(365,944)**	**(1,722,673)**	**(1,722,673)**	**-25.38%**
Non-Operating Grants, Subsidies and Contributions	2,099,228	594,396	594,396	31,102,583	31,102,583	253.17%
Profit on Asset Disposals	0	20	20	23,632	23,632	-100.00%
Loss on Asset Disposals	0	(594)	(594)	(45,550)	(45,550)	100.00%
	2,099,228	**593,822**	**593,822**	**31,080,665**	**31,080,665**	**253.51%**
Net Result	**51,173,680**	**47,203,085**	**47,203,085**	**17,811,649**	**17,811,649**	**8.41%**
Adjustments for Non-cash Revenue & Expenditure						
Depreciation	6,496,042	6,916,358	6,916,358	27,439,900	27,439,900	
Donated Assets	0	0	0	(5,740,000)	(5,740,000)	
(Profit)/Loss on Sale of Assets	0	574	574	21,918	21,918	
Allocations & Other Adjustments	(114,296)	0	0	0	0	
Deferred Pensioner Movements (Non-current)	(47,981)	0	0	0	0	
Recording of Employee Benefit and Other Provisions (NC)	0	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	296,420	0	0	0	0	
Future Obligations Net Movements (NC)	2,885,236	0	0	0	0	
Fair value and Gain on Sale Adjustment	0	0	0	0	0	
Capital Revenue & (Expenditure)						
Land & Buildings	(3,741,216)	(3,518,019)	(3,518,019)	(40,359,914)	(40,359,914)	-6.34%
Plant & Equipment	(660,797)	(17,273)	(17,273)	(2,451,873)	(2,451,873)	-3725.61%
Furniture & Equipment	(77,972)	(109,923)	(109,923)	(1,048,664)	(1,048,664)	29.07%
Infrastructure	(1,239,255)	(5,887,185)	(5,887,185)	(22,600,157)	(22,600,157)	78.95%
Proceeds from Sale of Assets	0	500	500	613,452	613,452	-100.00%
Proceeds from New Loans	0	0	0	6,750,000	6,750,000	0.00%
Self Supporting Loans - Repayment of Principal	37,730	41,412	41,412	189,476	189,476	-8.89%
Total Loan Repayments - Principal	(896,796)	(900,888)	(900,888)	(4,517,329)	(4,517,329)	0.45%
Repayment Capital Lease	(101,252)	(164,000)	(164,000)	(250,974)	(250,974)	38.26%
Advances to Community Groups	0	0	0	(250,000)	(250,000)	0.00%
Transfer to Restricted Assets	(5,071,825)	0	0	0	0	-100.00%
Transfer from Restricted Assets	0	0	0	12,811,794	12,811,794	100.00%
Transfer to Reserves	(2,124)	(4,757,895)	(4,757,895)	(24,477,257)	(24,477,257)	99.96%
Transfer from Reserves	3,189,373	2,105,866	2,105,866	35,886,464	35,886,464	51.45%
Opening Funds Surplus/ (Deficit)	507,353	507,353	507,353	507,353	507,353	
Net Current Position - Surplus / (Deficit)	**52,632,320**	**41,419,965**	**41,419,965**	**335,838**	**335,838**	

City of Busselton

Net Current Position

Year to Date As At 30 September 2022

	2022/23 Actual	2022/23 Amended Budget	2022/23 Original Budget	2021/22 Actual
	$	$	$	$
NET CURRENT ASSETS				
CURRENT ASSETS				
Cash - Unrestricted	27,005,835	59,525	59,525	0
Cash - Restricted	0	73,739,212	73,739,212	97,960,213
Sundry Debtors	878,251	2,779,261	2,779,261	4,245,922
Rates Outstanding - General	28,367,183	120,739	120,739	120,738
Stock on Hand	926,708	900,000	900,000	935,800
	57,177,977	**77,598,737**	**77,598,737**	**103,262,673**
LESS: CURRENT LIABILITIES				
Bank Overdraft	0	0	0	304,759
Sundry Creditors	4,545,657	3,523,687	3,523,687	4,490,348
Obligations Liability (C)	0	2,800,000	2,800,000	2,999,485
Performance Bonds	4,365,858	4,069,438	4,069,438	4,069,438
	8,911,515	**10,393,125**	**10,393,125**	**11,864,030**
Current Position (inclusive of Restricted Funds)	48,266,462	67,205,612	67,205,612	91,398,643
Add: Cash Backed Obligations Liability (C)	0	2,800,000	2,800,000	2,999,485
Add: Cash Backed Liabilities (Deposits & Bonds)	4,365,858	4,069,438	4,069,438	4,069,438
Less: Cash - Restricted Funds	0	(73,739,212)	(73,739,212)	(97,960,213)
NET CURRENT ASSET POSITION	**52,632,320**	**335,838**	**335,838**	**507,353**

City of Busselton
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		Actual YTD $	Amended Budget YTD $	Original Budget YTD $	Amended Budget $	Budget Original $
Land						
12847	Purchase Sues Road(C)	0.00	0.00	0.00	0.00	500,000.00
12936	Property Services Administration(C)	0.00	0.00	0.00	0.00	50,000.00
		0.00	0.00	0.00	0.00	550,000.00
Buildings						
10016	Civic and Administration Centre Minor Upgrades(C)	100.33	8,750.01	8,750.01	0.00	35,000.00
10024	Performing Arts Convention Centre(C)	121.75	0.00	0.00	0.00	0.00
10585	BMRA Hangars(C)	0.00	0.00	0.00	0.00	303,790.00
10589	Airport Construction, Existing Terminal Upgrade(C)	1,082.28	0.00	0.00	0.00	287,000.00
10593	Busselton Airport - Building(C)	0.00	0.00	0.00	0.00	0.00
10622	Bovell Construction of Change rooms(C)	3,858.74	0.00	0.00	0.00	72,394.00
10642	Dunsborough Lakes Sporting Precinct-Pavilion/Changeroom F(C)	11,652.16	104,815.00	104,815.00	0.00	1,284,775.00
10669	Community Resource Centre(C)	0.00	0.00	0.00	0.00	0.00
10688	Depot Washdown Facility Upgrades(C)	0.00	76,700.00	76,700.00	0.00	76,700.00
10788	GLC Building Improvements(C)	43,344.61	153,310.50	153,310.50	0.00	423,934.00
10789	GLC CCTV Installation(C)	0.00	12,500.01	12,500.01	0.00	50,000.00
10972	Churchill Park Renew Sports Lights(C)	133,550.83	0.00	0.00	0.00	188,252.00
12231	Aged Housing Capital Improvements - Harris Road(C)	0.00	0.00	0.00	0.00	12,608.00
12233	Aged Housing Capital Improvements - Winderlup(C)	19,680.00	0.00	0.00	0.00	25,215.00
12234	Aged Housing Capital Improvements - Winderlup Court (City(C)	6,720.00	49,000.00	49,000.00	0.00	49,000.00
12330	King Street Toilets(C)	0.00	0.00	0.00	0.00	0.00
12331	Smiths Beach New Public Toilet(C)	250.76	0.00	0.00	0.00	0.00
12400	Art Geo(C)	211.05	0.00	0.00	0.00	0.00
12435	Dunsborough Youth Centre Building Construction(C)	45,890.88	36,147.00	36,147.00	0.00	36,147.00
12437	Buildings Asset Management Plan High Use Allocation(C)	47.65	0.00	0.00	0.00	0.00
12440	Energy Efficiency Initiatives (Various Buildings) (C)	31,814.00	52,270.00	52,270.00	0.00	133,234.00
12457	Busselton Jetty Tourist Park Upgrade(C)	0.00	45,686.00	45,686.00	0.00	45,686.00
12464	Ambergate Bushfire Brigade Shed(C)	0.00	0.00	0.00	0.00	0.00
12471	BPACC - Construction(C)	3,237,004.55	2,863,476.00	2,863,476.00	0.00	11,453,899.00
12478	Jetty Depot - Maintenance Compound(C)	0.00	0.00	0.00	0.00	0.00
12550	Busselton Works Depot - Toilets and Sewer(C)	0.00	0.00	0.00	0.00	0.00
12652	BPACC - Design of Structure / Professional Fees(C)	127,337.65	24,675.00	24,675.00	0.00	98,700.00
12689	Busselton Beachfront Ablutions(C)	0.00	0.00	0.00	0.00	0.00
12692	Point Picquet Toilet Block(C)	0.00	0.00	0.00	0.00	0.00
12779	BPACC - Contingency (C)	46,726.86	0.00	0.00	0.00	0.00
12780	BPACC - Landscaping (C)	0.00	0.00	0.00	0.00	0.00
12781	BPACC - Loose Furniture & Fittings (C)	223.21	0.00	0.00	0.00	0.00
12782	BPACC - Utility Costs (C)	98.32	0.00	0.00	0.00	0.00
12783	BPACC - IT Hardware & Software (C)	31,500.00	0.00	0.00	0.00	0.00
12789	Busselton Library -Lighting Improvements(C)	0.00	2,306.01	2,306.01	0.00	9,224.00
12791	Naturaliste Community Centre Fire Indicator Panel Renewal(C)	0.00	7,500.00	7,500.00	0.00	30,000.00
12792	Dunsborough Hall - Asbestos Management Allocation (C)	0.00	4,250.01	4,250.01	0.00	17,000.00
12793	Bunker Bay Ablution - Improvments(C)	0.00	4,250.01	4,250.01	0.00	17,000.00
12795	Busselton Depot CCTV & Electronic Gate(C)	0.00	13,749.99	13,749.99	0.00	55,000.00
12796	Depot Training Room - Roof Renewal(C)	0.00	2,649.99	2,649.99	0.00	10,600.00
12797	Dunsborough Hall Renewals(C)	0.00	6,686.49	6,686.49	0.00	26,746.00
12798	High Street Hall (C)	0.00	1,500.00	1,500.00	0.00	6,000.00
12800	Old Courthouse and Jail Cells (C)	0.00	15,249.99	15,249.99	0.00	61,000.00
12801	Old Police Quarters - Roof Renewal(C)	0.00	15,000.00	15,000.00	0.00	60,000.00
12803	Seymour Park Toilets(C)	0.00	1,350.00	1,350.00	0.00	5,400.00
12804	Airport Terminal Building(C)	0.00	7,946.76	7,946.76	0.00	31,787.00
12868	Busselton Jetty Tourist Park - Replace Cabin 2 (C)	0.00	0.00	0.00	0.00	205,000.00
12869	Busselton Jetty Tourist Park - Renewal Works Park 1 Ablut(C)	0.00	0.00	0.00	0.00	46,120.00
12916	BPACC - Construction(C)	0.00	0.00	0.00	0.00	550,000.00
12917	BPACC - Loose Furniture & Fittings(C)	0.00	0.00	0.00	0.00	250,000.00
12918	BPACC - Construction(C)	0.00	0.00	0.00	0.00	1,642,703.00
12919	BPACC - Construction - Funded Federal Government Grant(C)	0.00	0.00	0.00	0.00	2,799,000.00
12920	BPACC - Construction - Funded Loan(C)	0.00	0.00	0.00	0.00	6,500,000.00
12921	BPACC - Construction - Funded RA Unspent Loans(C)	0.00	0.00	0.00	0.00	7,187,000.00
12922	BPACC - Contingency - Funded RA Unspent Loans(C)	0.00	0.00	0.00	0.00	2,000,000.00
12923	BPACC - Design of Structure / Professional Fees - Funded (C)	0.00	0.00	0.00	0.00	670,000.00
12924	BPACC - Utility Costs - Funded RA Unspent Loans(C)	0.00	0.00	0.00	0.00	143,000.00
12925	BPACC - Construction - Funded Grant Community Program Pha(C)	0.00	0.00	0.00	0.00	1,923,000.00
12926	BPACC - Construction - Funded RIO Sponsorship(C)	0.00	0.00	0.00	0.00	250,000.00
12927	BPACC - Construction - Funded Building Asset Renewal Rese(C)	0.00	0.00	0.00	0.00	130,000.00
12928	BPACC - IT Hardware & Software - Funded Corporate IT Syst(C)	0.00	0.00	0.00	0.00	75,000.00
12929	BPACC - Landscaping - Funded Parks, Gardens & Reserve Res(C)	0.00	0.00	0.00	0.00	500,000.00
12942	Asbestos Removal & Replacement(C)	0.00	8,250.00	8,250.00	0.00	33,000.00
		3,741,215.63	3,518,018.77	3,518,018.77	0.00	39,809,914.00
Plant and Equipment						
Items incorrectly posted to operational project codes but are capital:						
	New Toyota Hilux Sr Dual Cab With Canopy	53,364.27	0.00	0.00	0.00	0.00
	New Mitsubishi Pajero Sport Glx Td Auto 5 Seat 4X4	39,930.91	0.00	0.00	0.00	0.00
	New Ford Escape St Line Fwd With Tech Pack	34,128.15	0.00	0.00	0.00	0.00
	New Volvo Fe320 6X4 Rigid With Bucher Municipal 22Cbm Side Loading Compactor	426,678.95	0.00	0.00	0.00	0.00
	New Nissan X-Trail St-L 4X4 With Towbar	36,642.25	0.00	0.00	0.00	0.00
	New Toyota Hilux Sr Dual Cab With Canopy (All Lift Windows)	49,508.27	0.00	0.00	0.00	0.00
	10,000L Floodrite Pro Slip-On Water Cart With Additional Options As Quoted	20,135.00	0.00	0.00	0.00	0.00
10700	Dunsborough Cemetery(C)	0.00	17,273.00	17,273.00	0.00	17,273.00
12870	Busselton Jetty Tourist Park- Replace Holden Colorado 4x4(C)	0.00	0.00	0.00	0.00	35,000.00
12871	Busselton Jetty Tourist Park - Replace Stihl FS110 Brushc(C)	0.00	0.00	0.00	0.00	1,000.00
12872	Busselton Jetty Tourist Park - Battery Powered Mule(C)	0.00	0.00	0.00	0.00	35,000.00
12879	Plant Purchases (P11) - Spit water heavy duty high pressu(C)	0.00	0.00	0.00	0.00	14,000.00
12880	Plant Purchases (P11) - Water Tank 4,500 LT with Pump & (C)	0.00	0.00	0.00	0.00	15,000.00
12881	Plant Purchases (P11) - HINO FD1024 Beavertail Truck (tur(C)	0.00	0.00	0.00	0.00	110,000.00

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		Actual YTD $	Amended Budget YTD $	Original Budget YTD $	Amended Budget $	Budget Original $
Land						
12882	Plant Purchases (P11) - Isuzu NPR65-190 Single Cab (Turf (C)	0.00	0.00	0.00	0.00	90,000.00
12883	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0.00	0.00	0.00	0.00	33,000.00
12884	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0.00	0.00	0.00	0.00	33,000.00
12885	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	0.00	0.00	0.00	0.00	33,000.00
12886	Plant Purchases (P11) - Brush / Tree Chipper(C)	0.00	0.00	0.00	0.00	100,000.00
12887	Plant Purchases (P11) - Redexim Easyspread 1600 Sand Spre(C)	0.00	0.00	0.00	0.00	20,000.00
12888	Plant Purchases (P12) - HINO FS2848 Tipper Truck (Constr/(C)	0.00	0.00	0.00	0.00	230,000.00
12889	Plant Purchases (P12) - Speed Display/VMB single axle tra(C)	0.00	0.00	0.00	0.00	25,000.00
12890	Plant Purchases (P12) - Caterpillar CS56 Rollwe (Constru(C)	0.00	0.00	0.00	0.00	180,000.00
12891	Plant Purchases (P12) - Ditchwitch Cable Locator(C)	0.00	0.00	0.00	0.00	8,000.00
12892	Plant Purchases (P12) - ISUZU FVZ1400 Tipper Truck (Const(C)	0.00	0.00	0.00	0.00	230,000.00
12893	Planning and Development Services - Replacement Complianc(C)	0.00	0.00	0.00	0.00	41,000.00
12894	Plan and Dev - Replacement Comp - Nissan X-trail(C)	0.00	0.00	0.00	0.00	35,000.00
12895	Engineering and Works Services - Replacement Asset Manage(C)	0.00	0.00	0.00	0.00	35,000.00
12896	Engineering and Works Services - Replacement Building Fac(C)	0.00	0.00	0.00	0.00	42,000.00
12897	Engineering and Works Services - Replacement Isuzu D-Max (C)	0.00	0.00	0.00	0.00	42,000.00
12898	Engineering and Works Services - Replacement Mitsubishi G(C)	0.00	0.00	0.00	0.00	42,000.00
12899	Engineering and Works Services - Replacement Isuzu D-Max (C)	0.00	0.00	0.00	0.00	42,000.00
12900	Engineering and Works Services - Replacement Toyota Hilux(C)	0.00	0.00	0.00	0.00	42,000.00
12901	Engineering and Works Services - Replacement Toyota Hilux(C)	0.00	0.00	0.00	0.00	42,000.00
12902	Finance and Corporate Services - Replacement Manager Gove(C)	409.64	0.00	0.00	0.00	40,000.00
12903	Finance and Corporate Services - Replacement IT Coordinat(C)	0.00	0.00	0.00	0.00	35,000.00
12904	Plant Purchases (P11) - Minor Plant (Capital)(C)	0.00	0.00	0.00	0.00	20,000.00
12905	Plant Purchases (P11) - Minor Plant (Non-Capital)(C)	0.00	0.00	0.00	0.00	40,000.00
12906	Plant Purchases (P12) - Minor Plant (Capital)(C)	0.00	0.00	0.00	0.00	15,000.00
12907	Plant Purchases (P12) - Minor Plant (Non-Capital)(C)	0.00	0.00	0.00	0.00	15,000.00
12908	Transport - Workshop - Minor Plant(C)	0.00	0.00	0.00	0.00	10,000.00
12909	Busselton Jetty - Replacement Stihl MS381 Chainsaw(C)	0.00	0.00	0.00	0.00	2,000.00
12910	Busselton Jetty - Replacement Honda EU20 Generator (Jetty(C)	0.00	0.00	0.00	0.00	3,000.00
12911	Waste Management - Replacement of Volvo FE320 6x4 Dual Co(C)	0.00	0.00	0.00	0.00	440,000.00
12912	Waste Management - Plant Replacement Grab bucket and atta(C)	0.00	0.00	0.00	0.00	30,000.00
12913	Waste Management - Plant Replacement Trailer for bin clea(C)	0.00	0.00	0.00	0.00	20,000.00
12914	Waste Management - Plant Replacement Minor (Capital)(C)	0.00	0.00	0.00	0.00	10,000.00
12915	Waste Management - Plant Replacement Minor (Non Capital)(C)	0.00	0.00	0.00	0.00	10,000.00
12930	Airport Operations - Replacement Ute - Airport Operations(C)	0.00	0.00	0.00	0.00	35,000.00
12931	Airport Operations - Replacement Deutz/able 75KVA Generat(C)	0.00	0.00	0.00	0.00	25,000.00
12932	Airport Operations - Replacement Toro Groundmaster 7200 M(C)	0.00	0.00	0.00	0.00	30,000.00
12933	Airport Operations - Replacement Stihl FS94R CE Brushcutt(C)	0.00	0.00	0.00	0.00	700.00
12934	Airport Operations - Replacement Bar Pertol 3000PSI Press(C)	0.00	0.00	0.00	0.00	1,500.00
12935	Airport Operations - Replacement Blower(C)	0.00	0.00	0.00	0.00	400.00
12948	Environmental Health Serv Admin-Health Ute(C)	0.00	0.00	0.00	0.00	42,000.00
13001	Sale of Plant (Outright)(C)	0.00	0.00	0.00	0.00	0.00
14727	Baggage handling system injector belt(C)	0.00	0.00	0.00	0.00	55,000.00
14744	MITSUBISHI PAJERO GLX 4X4 (R RUNCO REPL194122)(C)	0.00	0.00	0.00	0.00	0.00
14746	TOYOTA HILUX 4X4 SIN CAB UTIL TRAY (PARK-EF)REP196100(C)	0.00	0.00	0.00	0.00	0.00
		660,797.44	17,273.00	17,273.00	0.00	2,451,873.00
Furniture and Equipment						
	Items incorrectly coded through operational project codes	73,312.41	0.00	0.00	0.00	0.00
10965	P&E - P&G Smart Technologies(C)	0.00	0.00	0.00	0.00	100,000.00
12876	ICT Services - Equipment & Software Purchases(C)	4,596.85	109,923.00	109,923.00	0.00	594,845.00
12878	Naturaliste Community Centre (NCC) - Purchase Office Furn(C)	0.00	0.00	0.00	0.00	20,000.00
12937	Community Resource Centre(C)	62.30	0.00	0.00	0.00	20,000.00
12938	YCAB (Youth Precinct Foreshore)(C)	0.00	0.00	0.00	0.00	5,091.00
12939	Administration Building- 2-16 Southern Drive(C)	0.00	0.00	0.00	0.00	15,000.00
12940	Depot Building-Busselton((C)	0.00	0.00	0.00	0.00	50,000.00
14729	Events Furniture & Equipment(C)	0.00	0.00	0.00	0.00	200,000.00
14730	Geographe Leisure Centre Fitness Equipment(C)	0.00	0.00	0.00	0.00	18,160.00
14731	Cultural Planning Furniture & Equipment(C)	0.00	0.00	0.00	0.00	25,568.00
		77,971.56	109,923.00	109,923.00	0.00	1,048,664.00
Roads Infrastructure ***						
10610	Forth Street Groyne Carpark - Formalise and Seal(C)	110.07	0.00	0.00	0.00	0.00
10673	Peel & Queen Street Roundabout Service Relocation(C)	558.32	19,941.00	19,941.00	0.00	19,941.00
10760	Barnard Park East Foreshore Stage 2 Capital Works(C)	12.47	0.00	0.00	0.00	0.00
11145	Sayers Street Asphalt Overlay(C)	2,123.03	0.00	0.00	0.00	0.00
11149	Barracks Drive Spray Seal(C)	57.27	0.00	0.00	0.00	0.00
11150	Causeway Road - Molloy Street Intersection(C)	0.00	0.00	0.00	0.00	0.00
11151	Chapman Crescent Spray Seal(C)	(417.07)	0.00	0.00	0.00	0.00
11186	Jacka Road Resheet(C)	44.83	0.00	0.00	0.00	0.00
11193	Wilyabrup Road Resheet(C)	380.08	32,499.99	32,499.99	0.00	130,000.00
11199	Bussell Highway(C)	11,962.56	767,645.00	767,645.00	0.00	1,330,145.00
11207	Georgette Street Reconstruction(C)	419.21	0.00	0.00	0.00	0.00
11980	Boallia Road Reconstruct and Widen(C)	5,197.50	0.00	0.00	0.00	0.00
11987	Caves Road - Median Crossing(C)	0.00	17,960.00	17,960.00	0.00	17,960.00
11989	Chapman Hill Road(C)	49,822.18	381,951.00	381,951.00	0.00	381,951.00
11991	Commonage & Hayes Road instersection Safety works(C)	0.00	38,951.00	38,951.00	0.00	38,951.00
11996	Geographe Bay Road Quindalup(C)	143.64	0.00	0.00	0.00	0.00
11997	Gifford Road Reconstruction(C)	28,519.57	111,053.00	111,053.00	0.00	111,053.00
11998	Kaloorup Road(C)	0.00	79,690.00	79,690.00	0.00	79,690.00
11999	Kaloorup Road - Reconstruct and Seal Shoulders(C)	0.00	25,472.00	25,472.00	0.00	25,472.00
12000	Kaloorup Road (Stage 1)(C)	1,322.00	69,412.00	69,412.00	0.00	69,412.00
12005	Payne Road(C)	6,000.00	142,499.97	142,499.97	0.00	570,000.00
12006	Piggot Road - Second Coat Seal(C)	0.00	0.00	0.00	0.00	0.00
12007	Rendezvous Road Spray Seals(C)	37.37	37,500.00	37,500.00	0.00	150,000.00
12008	Road Safety Signage Infrastructure(C)	14,549.53	0.00	0.00	0.00	0.00

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Land						
12010	Sugarloaf Road(C)	245,030.78	375,756.00	375,756.00	0.00	751,509.00
12012	Wildwood Road(C)	0.00	0.00	0.00	0.00	0.00
12018	Yoongarillup Road - Second Coat Seal(C)	0.00	0.00	0.00	0.00	0.00
12444	Queen Street Upgrade - Duchess to Kent Street(C)	110.03	0.00	0.00	0.00	0.00
12446	Dunsborough Road Access Improvements Stage 1(C)	136.77	0.00	0.00	0.00	0.00
12574	Cape Naturaliste Road(C)	1,501.05	0.00	0.00	0.00	0.00
12575	Smiths Beach Rd asphalt overlay between slk 0.22-0.62(C)	373.95	0.00	0.00	0.00	0.00
12591	Yoongarillup Road - Reconstruct Intersection at Vasse H/W(C)	0.00	0.00	0.00	0.00	0.00
12592	Eastern Link Shared Path & Environmental Offsets(C)	0.00	0.00	0.00	0.00	0.00
12602	Gale Street(C)	36.23	0.00	0.00	0.00	0.00
12603	Harris Road(C)	69.83	0.00	0.00	0.00	0.00
12604	Lindberg Road(C)	120.61	0.00	0.00	0.00	0.00
12605	Queen Elizabeth Avenue(C)	108.71	0.00	0.00	0.00	0.00
12606	Quininup Road(C)	192.93	0.00	0.00	0.00	0.00
12607	Wilyabrup Road(C)	99.68	0.00	0.00	0.00	0.00
12609	Geographe Bay Road - Gifford Road to Elmore Road(C)	0.00	0.00	0.00	0.00	0.00
12611	North Jindong Road(C)	3,219.75	0.00	0.00	0.00	0.00
12643	Vasse Yallingup Siding Road(C)	86.33	0.00	0.00	0.00	0.00
12645	Marine Terrace(C)	936.76	0.00	0.00	0.00	0.00
12672	Chapman Hill Road(C)	69.75	0.00	0.00	0.00	0.00
12676	Barracks Drive Reseal and Reconstruction(C)	292.01	0.00	0.00	0.00	0.00
12677	Cook Street Reseal(C)	0.00	0.00	0.00	0.00	0.00
12739	Tuart Drive(C)	226.81	0.00	0.00	0.00	0.00
12823	Ludlow-Hithergreen Second Coat Seal (C)	0.00	7,500.00	7,500.00	0.00	30,000.00
12824	Acton Park Road(C)	389.34	295,749.99	295,749.99	0.00	1,183,000.00
12825	Farquar Road Resheet(C)	41,187.88	18,750.00	18,750.00	0.00	75,000.00
12826	Glendon Road Resheet(C)	8,809.98	7,336.74	7,336.74	0.00	29,347.00
12827	Commonage Road(C)	800.00	69,999.99	69,999.99	0.00	280,000.00
12835	Ludlow-Hithergreen Road(C)	0.00	82,500.00	82,500.00	0.00	330,000.00
12836	Metricup(C)	0.00	30,000.00	30,000.00	0.00	120,000.00
12837	Pre-emptive Design Works (C)	1,626.00	12,500.01	12,500.01	0.00	50,000.00
12838	Queen Elizabeth Avenue(C)	5,264.00	172,500.00	172,500.00	0.00	690,000.00
12839	Seista Park Road(C)	0.00	49,500.00	49,500.00	0.00	198,000.00
12840	Sheens Road Apron(C)	0.00	1,999.98	1,999.98	0.00	8,000.00
12841	Strelly Street (C)	0.00	14,999.97	14,999.97	0.00	60,000.00
12842	Nuttman Road (C)	0.00	13,808.73	13,808.73	0.00	55,235.00
12851	Bussell Highway(C)	583.00	37,500.00	37,500.00	0.00	150,000.00
13008	Northerly Street Warden Crossing(C)	1,565.83	0.00	0.00	0.00	0.00
		433,680.57	2,914,976.37	2,914,976.37	0.00	6,934,666.00
Bridges Infrastructure ***						
10768	Vasse River Foreshore - Bridge to Bridge(C)	0.00	0.00	0.00	0.00	0.00
12377	Gale Road Bridge 3408A(C)	0.00	0.00	0.00	0.00	90,000.00
12379	Roy Road - Bridge Construction - Bridge 3373A(C)	0.00	0.00	0.00	0.00	87,000.00
12381	Yallingup Beach Road Bridge - 3347(C)	0.00	0.00	0.00	0.00	0.00
12545	Layman Road Bridge - 3438(C)	0.00	0.00	0.00	0.00	234,000.00
		0.00	0.00	0.00	0.00	411,000.00
Car Parks Infrastructure ***						
10602	Barnard Park East Foreshore Car Parking(C)	207.79	0.00	0.00	0.00	0.00
10605	Car Parking - Rear of Hotel Site 1(C)	0.00	0.00	0.00	0.00	0.00
10606	Dunsborough Lakes Sporting Precinct (Stage 1) - Carparkin(C)	121,082.68	0.00	0.00	0.00	183,373.00
10607	Dunsborough Town Centre Carparking(C)	401.17	0.00	0.00	0.00	0.00
12694	Port Geographe Marina Carparking(C)	400.82	0.00	0.00	0.00	0.00
12806	Margaret Street Beach Carpark(C)	0.00	27,921.75	27,921.75	0.00	111,687.00
		122,092.46	27,921.75	27,921.75	0.00	295,060.00
Footpaths Infrastructure ***						
10003	Items incorrectly coded through operational project codes	599.74	0.00	0.00	0.00	0.00
10698	Buayanyup Drain Shared Path(C)	2,233.86	49,446.00	49,446.00	0.00	49,446.00
10736	Arnup Drive Footpath Construction(C)	90.36	70,922.01	70,922.01	0.00	74,672.00
10737	Backhouse / Falkingham Footpath Construction(C)	170.98	0.00	0.00	0.00	0.00
10741	Busselton CBD Footpath Renewal(C)	0.00	50,001.00	50,001.00	0.00	100,000.00
10742	Carey Street Footpath Construction(C)	7,968.90	67,930.95	67,930.95	0.00	271,724.00
10744	End of Trip Footpath Construction(C)	0.00	2,499.99	2,499.99	0.00	10,000.00
10746	Micro Brewery - Footpath and Landscaping(C)	0.00	0.00	0.00	0.00	0.00
10748	Sloan Drive Footpath(C)	387.53	0.00	0.00	0.00	0.00
10749	Wayfinding Signage - Footpath & Cycleways(C)	0.00	0.00	0.00	0.00	0.00
10960	Dunsborough Centennial Park Project(C)	0.00	99,384.00	99,384.00	0.00	99,384.00
10971	Allan Street Cycleway Lighting(C)	0.00	0.00	0.00	0.00	0.00
11986	Causeway Road Shared Path(C)	0.00	194,455.00	194,455.00	0.00	194,455.00
12439	End of Trip Facilities for Cyclists(C)	0.00	0.00	0.00	0.00	0.00
12480	Dual Use Path - Dunsborough to Busselton(C)	0.00	0.00	0.00	0.00	0.00
12727	Valley Road Footpath(C)	88.67	0.00	0.00	0.00	0.00
12730	Thurkle Street Shared Path(C)	151.51	0.00	0.00	0.00	0.00
12731	Busselton Bypass - Fairway to Kangaroo Gully(C)	57.59	0.00	0.00	0.00	0.00
12816	Coastal Principled Shares Path (C)	0.00	51,583.26	51,583.26	0.00	206,333.00
12817	Prince Regent Drive (C)	0.00	35,250.00	35,250.00	0.00	141,000.00
12818	Kaloorup Road (C)	600.00	19,500.00	19,500.00	0.00	78,000.00
12877	Principle Shared Path (PSP) Development Approvals (C)	0.00	6,249.99	6,249.99	0.00	25,000.00
		12,349.14	647,222.20	647,222.20	0.00	1,250,014.00
Parks, Gardens and Reserves ***						
10613	Meelup Coastal Parking & Landscaping(C)	612.84	44,559.48	44,559.48	0.00	178,238.00

City of Busselton
Capital Acquisition & Construction Report
For Period Ending 30 September 2022

		Actual YTD $	Amended Budget YTD $	Original Budget YTD $	Amended Budget $	Budget Original $
Land						
10643	Coastal Adaptation: Forth St (Stage 1)(C)	0.00	0.00	0.00	0.00	0.00
10645	Coastal Adaptation: Mitigation of Coastal Flooding (Drain(C)	1,873.58	0.00	0.00	0.00	0.00
10646	Coastal Adaptation: Mitigation of Coastal Flooding (Dunes(C)	90.36	0.00	0.00	0.00	0.00
10674	Dunsborough Lakes Sporting Precinct - Outdoor Courts(C)	6,756.50	0.00	0.00	0.00	531,497.00
10762	Busselton Foreshore - Exercise Equipment(C)	2,605.91	0.00	0.00	0.00	0.00
10763	Busselton Foreshore - Stage 3(C)	200.37	0.00	0.00	0.00	0.00
10765	Foreshore Busselton - High Street to Carey Street(C)	2,418.60	2,499.99	2,499.99	0.00	10,000.00
10767	Port Geographe General Improvements/ Foreshore(C)	0.00	43,365.26	43,365.26	0.00	82,285.00
10775	Coastal Protection Works(C)	177.38	0.00	0.00	0.00	0.00
10777	Coastal Structures (West Busselton Seawall - Stage 2)(C)	26,124.93	146,560.00	146,560.00	0.00	146,560.00
10821	Barnard Park East Foreshore Landscaping(C)	17,203.04	0.00	0.00	0.00	0.00
10831	Rotary Park / War Memorial Relocation(C)	0.00	0.00	0.00	0.00	525,000.00
10852	RBFS Various Grant Applications(C)	0.00	31,800.00	31,800.00	0.00	31,800.00
10950	King Street Reserve - Park Upgrade (Coastal Node)(C)	8.64	0.00	0.00	0.00	0.00
10951	Mitchell Park Upgrade(C)	0.00	37,491.00	37,491.00	0.00	37,491.00
10952	Possum Park Barnard East Upgrade(C)	550.31	0.00	0.00	0.00	0.00
10953	Youth Skate Park(C)	0.00	2,499.99	2,499.99	0.00	10,000.00
10962	Meelup Regional Park - Capital Projects(C)	74.25	0.00	0.00	0.00	0.00
10966	Provence SAR Area General Improvements to the Area(C)	0.00	9,999.00	9,999.00	0.00	20,000.00
10967	Shade Sail Program(C)	0.00	121,413.99	121,413.99	0.00	196,414.00
10969	Vasse SAR Area General Improvements to the Area(C)	15,612.88	37,500.00	37,500.00	0.00	150,000.00
11033	Dunsborough Nature Based Playground(C)	0.00	0.00	0.00	0.00	0.00
11034	Dunsborough Non-Potable Water Network(C)	8,089.99	90,784.00	90,784.00	0.00	90,784.00
11035	Park Furniture Replacement - Replace aged & unsafe Equip(C)	0.00	7,500.00	7,500.00	0.00	30,000.00
11036	Playgrounds General - Replacement of playground equipment(C)	3,198.60	43,749.99	43,749.99	0.00	175,000.00
11109	BBQ Placement and Replacement(C)	0.00	3,750.00	3,750.00	0.00	15,000.00
11110	Cabarita Road - POS Upgrade(C)	0.00	0.00	0.00	0.00	0.00
11115	Kingfish/ Costello - POS Upgrade(C)	34.20	0.00	0.00	0.00	0.00
12224	Sand Re-Nourishment(C)	302.53	0.00	0.00	0.00	0.00
12251	Cricket Wicket Renewal(C)	0.00	9,807.51	9,807.51	0.00	39,230.00
12267	Townscape Street Furniture Replacement - Busselton(C)	93.75	0.00	0.00	0.00	0.00
12333	Townscape Works Dunsborough(C)	310,461.64	649,245.00	649,245.00	0.00	1,298,490.00
12382	Rails to Trails - Continuation of Implementation Plan(C)	28.20	88,243.00	88,243.00	0.00	88,243.00
12401	Barnard East Underground Power(C)	2,508.46	0.00	0.00	0.00	0.00
12402	Bovell - Connection of Services(C)	87,701.53	0.00	0.00	0.00	90,902.00
12407	Dunsborough Lakes Sporting Precinct (Stage 1)(C)	(7,021.08)	34,140.00	34,140.00	0.00	594,983.00
12420	Vidler Road Waste Site Capital Improvements(C)	(0.01)	28,955.00	28,955.00	0.00	28,955.00
12421	City Lined Landfill Stage 2 - Preliminary Works(C)	102,091.68	0.00	0.00	0.00	1,950,000.00
12422	Liquid Waste Pond Renewal Works(C)	0.00	0.00	0.00	0.00	0.00
12424	Regional Waste Hub Development(C)	124.83	0.00	0.00	0.00	0.00
12425	Busselton Landfill Post-closure Capping, Rehab & Remediat(C)	0.00	0.00	0.00	0.00	2,000,000.00
12428	Transfer Station Development(C)	1,400.00	158,375.00	158,375.00	0.00	308,375.00
12448	Beachlands Groyne 2(C)	0.00	0.00	0.00	0.00	0.00
12473	Quindalup Sea Rescue Boat Ramp(C)	280.73	0.00	0.00	0.00	0.00
12506	NCC Infrastructure(C)	136.78	0.00	0.00	0.00	0.00
12526	Beach Access Improvements(C)	914.54	8,750.01	8,750.01	0.00	35,000.00
12528	Dunsborough Town Centre/ Foreshore(C)	152.56	0.00	0.00	0.00	0.00
12530	Busselton Foreshore Jetty Precinct(C)	469.58	0.00	0.00	0.00	0.00
12703	Elijah Circle POS(C)	216.36	0.00	0.00	0.00	0.00
12708	Yallingup Beach Showers(C)	0.00	0.00	0.00	0.00	0.00
12810	Churchill Park Main Oval redevelopment(C)	1,415.76	42,033.00	42,033.00	0.00	168,132.00
12812	Coastal Adaptation : Forth St (Stage 2)(C)	0.00	31,249.98	31,249.98	0.00	125,000.00
12813	Coastal Adaptation : Dunsborough Dunnbay Road to Highview(C)	0.00	0.00	0.00	0.00	964,798.00
12819	Beach Enclosures(C)	0.00	0.00	0.00	0.00	100,491.00
12820	Bird Crescent Dunsborough POS- improvements(C)	0.00	2,750.01	2,750.01	0.00	11,000.00
12821	Churchill Park - Main Oval Renewal (C)	0.00	111,139.50	111,139.50	0.00	444,558.00
12844	Dunsborough Landfill - Washdown Bay(C)	0.00	0.00	0.00	0.00	150,000.00
12846	Mitchell Park Landscape Upgrade Stage 2(C)	0.00	0.00	0.00	0.00	150,000.00
12849	Sport Oval Lighting - Vasse Ovals(C)	6,410.00	268,750.01	268,750.01	0.00	475,000.00
12850	Dunsborough Lakes Sporting Precinct (Stage 1) - Planning (C)	0.00	0.00	0.00	0.00	105,165.00
		593,320.22	2,056,910.72	2,056,910.72	0.00	11,358,391.00
Jetty Infrastructure ***						
10818	Busselton Jetty - Capital Expenditure(C)	73,960.50	70,158.00	70,158.00	0.00	280,632.00
		73,960.50	70,158.00	70,158.00	0.00	280,632.00
Drainage Infrastructure ***						
10691	Busselton LIA - Geocatch Drain Partnership WSUD Improveme(C)	0.00	0.00	0.00	0.00	30,000.00
10692	Carey Street Drainage Upgrade(C)	353.96	55,092.30	55,092.30	0.00	220,369.00
12814	High View Road Drainage Works(C)	2,253.75	55,389.75	55,389.75	0.00	221,559.00
12815	North Street Drainage Works(C)	1,025.07	58,263.99	58,263.99	0.00	233,056.00
		3,632.78	168,746.04	168,746.04	0.00	704,984.00
Regional Airport and Industrial Park ***						
10583	Airport Construction Stage 2, Airfield(C)	0.00	0.00	0.00	0.00	1,350,000.00
10590	Airport Development - Project Expenses(C)	0.00	0.00	0.00	0.00	10,410.00
10591	Airport Fencing Works(C)	219.04	0.00	0.00	0.00	0.00
12941	Airport Operations - Buildings(C)	0.00	1,250.01	1,250.01	0.00	5,000.00
		219.04	1,250.01	1,250.01	0.00	1,365,410.00
	Sub-Total Infrastructure ***	**1,239,254.71**	**5,887,185.09**	**5,887,185.09**	**0.00**	**22,600,157.00**
	Grand Total	**5,719,239.34**	**9,532,399.86**	**9,532,399.86**	**0.00**	**66,460,608.00**

City of Busselton
Reserves
For The Period Ending 30 September 2022

	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1001: Airport Existing Terminal Building Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	323,125	323,125	323,125
	Interest Earned	10904	Other General Purpose Funding(O)	-	7,381	7,381
	Transfer From Reserve	12804	Airport Terminal Building(C)	-	(31,787)	(31,787)
	Transfer From Reserve	12941	Airport Operations - Buildings(C) (B23)	-	(5,000)	(5,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	133,619	133,619
	Closing Balance 30/6/2023			**323,125**	**427,338**	**427,338**
1003: Airport Marketing & Incentive Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	6,385,898	6,385,898	6,385,898
	Interest Earned	10904	Other General Purpose Funding(O)	-	124,024	124,024
	Transfer From Reserve	10594	Airport Operations(O)	-	(3,349,358)	(3,349,358)
	Transfer To Reserve	10594	Airport Operations(O)	-	307,694	307,694
	Closing Balance 30/6/2023			**6,385,898**	**3,468,258**	**3,468,258**
1005: Barnard Park Sports Pavilion Building Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	105,990	105,990	105,990
	Interest Earned	10904	Other General Purpose Funding(O)	-	2,181	2,181
				-	-	-
	Transfer To Reserve	10027	Asset Management Administration(O)	-	36,658	36,658
	Closing Balance 30/6/2023			**105,990**	**144,829**	**144,829**
1006: Building Asset Renewal Reserve Fund - General Buildings						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	2,691,453	2,691,453	2,691,453
	Interest Earned	10904	Other General Purpose Funding(O)	-	47,425	47,425
	Transfer From Reserve	12792	Dunsborough Hall - Asbestos Management Allocation (C)	-	(17,000)	(17,000)
	Transfer From Reserve	12793	Bunker Bay Ablution - Improvments(C)	-	(17,000)	(17,000)
	Transfer From Reserve	12794	Busselton Depot: Workshop (O)	-	(30,000)	(30,000)
	Transfer From Reserve	12795	Busselton Depot CCTV & Electronic Gate(C)	-	(55,000)	(55,000)
	Transfer From Reserve	12796	Depot Training Room - Roof Renewal(C)	-	(10,600)	(10,600)
	Transfer From Reserve	12797	Dunsborough Hall Renewals(C)	-	(26,746)	(26,746)
	Transfer From Reserve	12798	High Street Hall (C)	-	(6,000)	(6,000)
	Transfer From Reserve	12799	High Street Hall - Roof Repairs(O)	-	(12,000)	(12,000)
	Transfer From Reserve	12800	Old Courthouse and Jail Cells (C)	-	(61,000)	(61,000)
	Transfer From Reserve	12801	Old Police Quarters - Roof Renewal(C)	-	(60,000)	(60,000)
	Transfer From Reserve	12802	Old Police Quarters - Re-putty windows and Paint(O)	-	(5,000)	(5,000)
	Transfer From Reserve	12803	Seymour Park Toilets(C)	-	(5,400)	(5,400)
	Transfer From Reserve	12927	BPACC - Construction - Funded Building Asset Renewal Rese(C)	-	(130,000)	(130,000)
	Transfer From Reserve	12942	Asbestos Removal & Replacement(C) (B23)	-	(33,000)	(33,000)
	Transfer From Reserve	12943	Bay View Cres-Toilets(O) (B23)	-	(9,500)	(9,500)
	Transfer From Reserve	12944	Bovell-Toilets & Change Rooms(O) (B23)	-	(25,000)	(25,000)
	Transfer From Reserve	12945	Bunker Bay - Toilet(O) (B23)	-	(5,600)	(5,600)
	Transfer From Reserve	12946	Seymour Park Toilet(O) (B23)	-	(15,000)	(15,000)
	Transfer From Reserve	12947	Old Court House(O) (B23)	-	(15,000)	(15,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	866,428	866,428
	Closing Balance 30/6/2023			**2,691,453**	**3,066,460**	**3,066,460**
1007: Busselton Area Drainage and Waterways Improvement Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	130,608	130,608	130,608
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,362	1,362
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**130,608**	**131,970**	**131,970**
1008: Busselton Community Resource Centre Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	422,705	422,705	422,705
	Interest Earned	10904	Other General Purpose Funding(O)	-	8,983	8,983
	Transfer From Reserve	12937	Community Resource Centre(C) (B23)	-	(20,000)	(20,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	104,779	104,779
	Closing Balance 30/6/2023			**422,705**	**516,467**	**516,467**

City of Busselton
Reserves
For The Period Ending 30 September 2022

	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1009: Busselton Foreshore Maintenance Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	12,690	12,690	12,690
	Interest Earned	10904	Other General Purpose Funding(O)	-	296	296
				-	-	-
					-	-
	Closing Balance 30/6/2023			**12,690**	**12,986**	**12,986**
1010: Busselton Jetty Tourist Park Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,241,104	1,241,104	1,241,104
	Interest Earned	10904	Other General Purpose Funding(O)	-	18,237	18,237
	Transfer From Reserve	10297	Busselton Jetty Tourist Park(O)	-	(170,367)	(170,367)
	Transfer From Reserve	12457	Busselton Jetty Tourist Park Upgrade(C)	-	(45,686)	(45,686)
	Transfer From Reserve	12805	Busselton Jetty Tourist Park Upgrade(O)	-	(25,000)	(25,000)
	Transfer From Reserve	12868	Busselton Jetty Tourist Park - Replace Cabin 2 (C)	-	(205,000)	(205,000)
	Transfer From Reserve	12869	Busselton Jetty Tourist Park - Renewal Works Park 1 Ablut(C)	-	(46,120)	(46,120)
	Transfer From Reserve	12870	Busselton Jetty Tourist Park- Replace Holden Colorado 4x4(C)	-	(25,430)	(25,430)
	Transfer From Reserve	12871	Busselton Jetty Tourist Park - Replace Stihl FS110 Brushc(C)	-	(1,000)	(1,000)
	Transfer From Reserve	12872	Busselton Jetty Tourist Park - Battery Powered Mule(C)	-	(35,000)	(35,000)
	Transfer To Reserve	10297	Busselton Jetty Tourist Park(O)	-	404,788	404,788
	Closing Balance 30/6/2023			**1,241,104**	**1,110,526**	**1,110,526**
1011: Busselton Library Building Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	88,925	88,925	88,925
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,879	1,879
	Transfer From Reserve	12789	Busselton Library -Lighting Improvements(C)	-	(9,224)	(9,224)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	62,114	62,114
	Closing Balance 30/6/2023			**88,925**	**143,694**	**143,694**
1012: CBD Enhancement Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,333,421	1,333,421	1,333,421
	Interest Earned	10904	Other General Purpose Funding(O)	-	7,422	7,422
	Transfer From Reserve	12333	Townscape Works Dunsborough(C)	-	(1,298,490)	(1,298,490)
	Transfer To Reserve	10438	Fire Station Surrounds(O)	-	56,478	56,478
	Closing Balance 30/6/2023			**1,333,421**	**98,831**	**98,831**
1013: Cemetery Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	242,001	242,001	242,001
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,810	1,810
	Transfer From Reserve	10158	Dunsborough Cemetery(O)	-	(17,273)	(17,273)
	Transfer From Reserve	12807	Pioneer Cemetery - Implement Conservation Plan (Reserve (O)	-	(20,757)	(20,757)
	Transfer From Reserve	12808	Dunsborough Cemetery (Reserve Funded)(O)	-	(20,757)	(20,757)
	Transfer From Reserve	12809	Memorial Relocation(O)	-	(50,000)	(50,000)
	Transfer To Reserve	10157	Busselton Cemetery(O)	-	119,000	119,000
	Closing Balance 30/6/2023			**242,001**	**254,024**	**254,024**
1014: City Car Parking and Access Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,213,889	1,213,889	1,213,889
	Interest Earned	10904	Other General Purpose Funding(O)	-	16,626	16,626
	Transfer From Reserve	12806	Margaret Street Beach Carpark(C)	-	(111,687)	(111,687)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	165,137	165,137
	Transfer To Reserve	10904	Close Debt Reserve and Transfer Balance to City Car Parking Reserve (Council Meeting 21 September 2022)	-	104,773	-
	Closing Balance 30/6/2023			**1,213,889**	**1,388,738**	**1,283,965**

City of Busselton
Reserves
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	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1015: Civic and Administration Building Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	497,009	497,009	497,009
	Interest Earned	10904	Other General Purpose Funding(O)	-	9,279	9,279
	Transfer From Reserve	10016	Civic and Administration Centre Minor Upgrades(C)	-	(35,000)	(35,000)
	Transfer From Reserve	12790	Administration Building- 2-16 Southern Drive - Major Main(O)	-	(65,000)	(65,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	433,850	433,850
	Closing Balance 30/6/2023			**497,009**	**840,138**	**840,138**
1016: Coastal and Climate Adaptation Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	566,908	566,908	566,908
	Interest Earned	10904	Other General Purpose Funding(O)	-	2,882	2,882
	Transfer From Reserve	10705	Engineering Services Administration(O)	-	(133,380)	(133,380)
	Transfer From Reserve	10777	Coastal Structures (West Busselton Seawall - Stage 2)(C)	-	(146,560)	(146,560)
	Transfer From Reserve	11034	Dunsborough Non-Potable Water Network(C)	-	(45,392)	(45,392)
	Transfer From Reserve	12811	Sand Re-Nourishment(O)	-	(100,000)	(100,000)
	Transfer From Reserve	12812	Coastal Adaptation : Forth St (Stage 2)(C)	-	(125,000)	(125,000)
	Transfer From Reserve	12813	Coastal Adaptation : Dunsborough Dunnbay Road to Highview(C)	-	(783,750)	(783,750)
	Transfer From Reserve	12873	Coast Protection - Beach Monitoring Program(O)	-	(51,250)	(51,250)
	Transfer From Reserve	12874	Coastal Protection - Busselton Jetty Wave Monitoring(O)	-	(60,000)	(60,000)
	Transfer From Reserve	12875	Coastal Protection - Coastal Structures Inspections and R(O)	-	(30,000)	(30,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	1,100,911	1,100,911
	Transfer To Reserve	10180	Locke Estate(O)	-	64,000	64,000
	Closing Balance 30/6/2023			**566,908**	**259,370**	**259,370**
1017: Commonage Community Facilities Dunsborough Lakes SR						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	74,507	74,507	74,507
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,739	1,739
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**74,507**	**76,245**	**76,245**
1018: Commonage Community Facilities South Biddle Precinct Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	908,566	908,566	908,566
	Interest Earned	10904	Other General Purpose Funding(O)	-	21,197	21,197
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**908,566**	**929,763**	**929,763**
1019: Commonage Precinct Bushfire Facilities Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	58,746	58,746	58,746
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,371	1,371
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**58,746**	**60,117**	**60,117**
1020: Commonage Precinct Infrastructure Road Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	817	817	817
	Interest Earned	10904	Other General Purpose Funding(O)	-	19	19
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**817**	**836**	**836**

City of Busselton
Reserves
For The Period Ending 30 September 2022

	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1021: Community Facilities - Airport North						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	3,176,663	3,176,663	3,176,663
	Interest Earned	10904	Other General Purpose Funding(O)	-	76,761	76,761
				-	-	-
	Transfer To Reserve	11026	Planning Administration(O)	-	115,809	115,809
	Closing Balance 30/6/2023			**3,176,663**	**3,369,232**	**3,369,232**
1022: Community Facilities - Broadwater						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	197,732	197,732	197,732
	Interest Earned	10904	Other General Purpose Funding(O)	-	4,696	4,696
				-	-	-
	Transfer To Reserve	11026	Planning Administration(O)	-	15,866	15,866
	Closing Balance 30/6/2023			**197,732**	**218,293**	**218,293**
1023: Community Facilities - Busselton						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	75,058	75,058	75,058
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,427	1,427
				-	-	-
	Transfer To Reserve	11026	Planning Administration(O)	-	21,558	21,558
	Closing Balance 30/6/2023			**75,058**	**98,043**	**98,043**
1024: Community Facilities - City District						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,116,044	1,116,044	1,116,044
	Interest Earned	10904	Other General Purpose Funding(O)	-	15,862	15,862
	Transfer From Reserve	10972	Churchill Park Renew Sports Lights(C)	-	(11,831)	(11,831)
	Transfer From Reserve	12849	Sport Oval Lighting - Vasse Ovals(C)	-	(100,000)	(100,000)
	Transfer From Reserve	12850	Dunsborough Lakes Sporting Precinct (Stage 1) - Planning (C)	-	(105,165)	(105,165)
	Transfer From Reserve	12916	BPACC - Construction(C)	-	(550,000)	(550,000)
	Transfer To Reserve	11026	Planning Administration(O)	-	450,000	450,000
	Closing Balance 30/6/2023			**1,116,044**	**814,910**	**814,910**
1025: Community Facilities - Dunsborough						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	465,445	465,445	465,445
	Interest Earned	10904	Other General Purpose Funding(O)	-	6,038	6,038
				-	-	-
	Transfer To Reserve	11026	Planning Administration(O)	-	34,155	34,155
	Closing Balance 30/6/2023			**465,445**	**505,638**	**505,638**
1026: Community Facilities - Dunsborough Lakes						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	712,436	712,436	712,436
	Interest Earned	10904	Other General Purpose Funding(O)	-	165	165
	Transfer From Reserve	10606	Dunsborough Lakes Sporting Precinct (Stage 1) - Carparkin(C)	-	(423,111)	(423,111)
				-	-	-
	Closing Balance 30/6/2023			**712,436**	**289,490**	**289,490**
1027: Community Facilities - Geographe						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	139,274	139,274	139,274
	Interest Earned	10904	Other General Purpose Funding(O)	-	2,913	2,913
				-	-	-
	Transfer To Reserve	11026	Planning Administration(O)	-	10,637	10,637
	Closing Balance 30/6/2023			**139,274**	**152,824**	**152,824**

City of Busselton
Reserves
For The Period Ending 30 September 2022

	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1028: Community Facilities - Port Geographe						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	352,422	352,422	352,422
	Interest Earned	10904	Other General Purpose Funding(O)	-	8,223	8,223
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**352,422**	**360,644**	**360,644**
1029: Community Facilities - Vasse						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	175,154	175,154	175,154
	Interest Earned	10904	Other General Purpose Funding(O)	-	8,575	8,575
	Transfer From Reserve	12849	Sport Oval Lighting - Vasse Ovals(C)	-	(275,000)	(275,000)
				-	-	-
	Closing Balance 30/6/2023			**175,154**	**(91,272)**	**(91,272)**
1030: Corporate IT Systems Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	378,520	378,520	378,520
	Interest Earned	10904	Other General Purpose Funding(O)	-	7,998	7,998
	Transfer From Reserve	12876	ICT Services - Equipment & Software Purchases(C)	-	(375,000)	(375,000)
	Transfer From Reserve	12928	BPACC - IT Hardware & Software - Funded Corporate IT Syst(C)	-	(75,000)	(75,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	137,614	137,614
	Closing Balance 30/6/2023			**378,520**	**74,132**	**74,132**
1031: Debt Default Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	102,371	102,371	102,371
	Interest Earned	10904	Other General Purpose Funding(O)	-	2,402	2,402
	Transfer From Reserve	10904	Close Debt Reserve and Transfer Balance to City Car Parking Reserve (Council Meeting 21 September 2022)	-	(104,773)	-
				-	-	-
	Closing Balance 30/6/2023			**102,371**	**-**	**104,773**
1032: Election, Value and Corporate Expense Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	254,330	254,330	254,330
	Interest Earned	10904	Other General Purpose Funding(O)	-	5,104	5,104
	Transfer From Reserve	11126	Rates Administration(O)	-	(80,000)	(80,000)
	Transfer To Reserve	10830	Members of Council(O)	-	143,640	143,640
	Closing Balance 30/6/2023			**254,330**	**323,074**	**323,074**
1033: Emergency Disaster Recovery Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	74,954	74,954	74,954
	Interest Earned	10904	Other General Purpose Funding(O)	-	3,163	3,163
				-	-	-
	Transfer To Reserve	10007	Emergency Contingency Costs (Other)(O)	-	20,000	20,000
	Closing Balance 30/6/2023			**74,954**	**98,117**	**98,117**
1034: Energy Sustainability Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	168,407	168,407	168,407
	Interest Earned	10904	Other General Purpose Funding(O)	-	3,334	3,334
	Transfer From Reserve	12440	Energy Efficiency Initiatives (Various Buildings) (C)	-	(25,282)	(25,282)
	Transfer From Reserve	12440	Energy Efficiency Initiatives (Various Buildings) (C)	-	(107,952)	(107,952)
	Transfer To Reserve	12440	Energy Efficiency Initiatives (Various Buildings) (C)	-	107,793	107,793
	Closing Balance 30/6/2023			**168,407**	**146,299**	**146,299**

City of Busselton
Reserves
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	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1035: Footpath and Cycleways Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,246,636	1,246,636	1,246,636
	Interest Earned	10904	Other General Purpose Funding(O)	-	5,421	5,421
	Transfer From Reserve	10698	Buayanyup Drain Shared Path(C)	-	(31,897)	(31,897)
	Transfer From Reserve	10736	Arnup Drive Footpath Construction(C)	-	(69,672)	(69,672)
	Transfer From Reserve	10736	Arnup Drive Footpath Construction(C)	-	(5,000)	(5,000)
	Transfer From Reserve	10741	Busselton CBD Footpath Renewal(C)	-	(100,000)	(100,000)
	Transfer From Reserve	10742	Carey Street Footpath Construction(C)	-	(271,724)	(271,724)
	Transfer From Reserve	10744	End of Trip Footpath Construction(C)	-	(10,000)	(10,000)
	Transfer From Reserve	10960	Dunsborough Centennial Park Project(C)	-	(99,384)	(99,384)
	Transfer From Reserve	11986	Causeway Road Shared Path(C)	-	(95,955)	(95,955)
	Transfer From Reserve	12382	Rails to Trails - Continuation of Implementation Plan(C)	-	(88,243)	(88,243)
	Transfer From Reserve	12816	Coastal Principled Shares Path (C)	-	(206,333)	(206,333)
	Transfer From Reserve	12817	Prince Regent Drive (C)	-	(141,000)	(141,000)
	Transfer From Reserve	12818	Kalooup Road (C)	-	(78,000)	(78,000)
	Transfer From Reserve	12877	Principle Shared Path (PSP) Development Approvals (C)	-	(25,000)	(25,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	1,277,057	1,277,057
	Closing Balance 30/6/2023			**1,246,636**	**1,306,906**	**1,306,906**
1036: Furniture and Equipment Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	516,181	516,181	516,181
	Interest Earned	10904	Other General Purpose Funding(O)	-	6,752	6,752
	Transfer From Reserve	12876	ICT Services - Equipment & Software Purchases(C)	-	(219,845)	(219,845)
	Transfer From Reserve	12878	Naturaliste Community Centre (NCC) - Purchase Office Furn(C)	-	(20,000)	(20,000)
	Transfer From Reserve	12917	BPACC - Loose Furniture & Fittings(C)	-	(250,000)	(250,000)
	Transfer From Reserve	12938	YCAB (Youth Precinct Foreshore)(C) (B23)	-	(5,091)	(5,091)
	Transfer From Reserve	12939	Administration Building- 2-16 Southern Drive(C) (B23)	-	(15,000)	(15,000)
	Transfer From Reserve	12940	Depot Building-Busselton((C) (B23)	-	(50,000)	(50,000)
	Transfer From Reserve	14730	Geographe Leisure Centre Fitness Equipment(C)	-	(18,160)	(18,160)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	110,091	110,091
	Closing Balance 30/6/2023			**516,181**	**54,928**	**54,928**
1037: Geographe Leisure Centre Building (GLC) Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	314,128	314,128	314,128
	Interest Earned	10904	Other General Purpose Funding(O)	-	2,910	2,910
	Transfer From Reserve	10788	GLC Building Improvements(C)	-	(189,304)	(189,304)
	Transfer From Reserve	10788	GLC Building Improvements(C)	-	(234,630)	(234,630)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	315,962	315,962
	Closing Balance 30/6/2023			**314,128**	**209,066**	**209,066**
1038: Jetty Maintenance Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	6,320,301	6,320,301	6,320,301
	Interest Earned	10904	Other General Purpose Funding(O)	-	136,007	136,007
	Transfer From Reserve	10048	Busselton Jetty(O)	-	(509,398)	(509,398)
	Transfer From Reserve	10818	Busselton Jetty - Capital Expenditure(C)	-	(280,632)	(280,632)
	Transfer From Reserve	12909	Busselton Jetty - Replacement Stihl MS381 Chainsaw(C)	-	(1,891)	(1,891)
	Transfer From Reserve	12910	Busselton Jetty - Replacement Honda EU20 Generator (Jetty(C)	-	(2,827)	(2,827)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	343,064	343,064
	Transfer To Reserve	10048	Busselton Jetty(O)	-	826,541	826,541
	Transfer To Reserve	10160	Equinox Cafe(O)	-	92,327	92,327
	Transfer To Reserve	10161	Goose Cafe(O)	-	51,178	51,178
	Transfer To Reserve	10162	Micro Brewery Building(O)	-	93,085	93,085
	Transfer To Reserve	11704	Busselton Tennis Club Building (Old)(O)	-	25,000	25,000
	Transfer To Reserve	11798	Hotel Site 2(O)	-	36,474	36,474
	Closing Balance 30/6/2023			**6,320,301**	**7,129,229**	**7,129,229**
1039: Jetty Self Insurance Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	573,410	573,410	573,410
	Interest Earned	10904	Other General Purpose Funding(O)	-	13,376	13,376
				-	-	-
	Transfer To Reserve	10048	Busselton Jetty(O)	-	78,297	78,297
	Closing Balance 30/6/2023			**573,410**	**665,084**	**665,084**

City of Busselton
Reserves
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	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1040: Joint Venture Aged Housing Reserve (Harris/Winderlup)						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,491,225	1,491,225	1,491,225
	Interest Earned	10904	Other General Purpose Funding(O)	-	30,784	30,784
	Transfer From Reserve	12231	Aged Housing Capital Improvements - Harris Road(C)	-	(12,608)	(12,608)
	Transfer From Reserve	12233	Aged Housing Capital Improvements - Winderlup(C)	-	(25,215)	(25,215)
	Transfer To Reserve	11684	Winderlup Court Aged Housing(O)	-	186,626	186,626
	Closing Balance 30/6/2023			**1,491,225**	**1,670,812**	**1,670,812**
1041: Legal Expenses Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	638,294	638,294	638,294
	Interest Earned	10904	Other General Purpose Funding(O)	-	12,603	12,603
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**638,294**	**650,898**	**650,898**
1042: Locke Estate Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	6,589	6,589	6,589
	Interest Earned	10904	Other General Purpose Funding(O)	-	153	153
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**6,589**	**6,741**	**6,741**
1043: Long Service Leave Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	4,054,581	4,054,581	4,054,581
	Interest Earned	10904	Other General Purpose Funding(O)	-	83,332	83,332
	Transfer From Reserve	10041	Building Services(O)	-	(19,332)	(19,332)
	Transfer From Reserve	10217	Busselton Library(O)	-	(12,935)	(12,935)
	Transfer From Reserve	10461	Geographe Leisure Centre(O)	-	(54,830)	(54,830)
	Transfer From Reserve	10462	Naturaliste Community Centre(O)	-	(14,256)	(14,256)
	Transfer From Reserve	10652	Community & Commercial Services Support(O)	-	(43,908)	(43,908)
	Transfer From Reserve	10678	Customer Services(O)	-	(8,409)	(8,409)
	Transfer From Reserve	10704	Engineering & Works Services Support(O)	-	(18,295)	(18,295)
	Transfer From Reserve	10710	Environmental Health Services Administration(O)	-	(14,393)	(14,393)
	Transfer From Reserve	10711	Environmental Management Administration(O)	-	(14,421)	(14,421)
	Transfer From Reserve	10790	Governance Support Services(O)	-	(10,657)	(10,657)
	Transfer From Reserve	10810	Human Resources & Payroll(O)	-	(11,964)	(11,964)
	Transfer From Reserve	10824	Legal and Compliance Services(O)	-	(32,581)	(32,581)
	Transfer From Reserve	10900	Office of the CEO(O)	-	(120,000)	(120,000)
	Transfer From Reserve	10901	Operations Services Administration(O)	-	(45,697)	(45,697)
	Transfer From Reserve	10902	Operations Services Works(O)	-	(137,631)	(137,631)
	Transfer From Reserve	10905	Other Law, Order & Public Safety(O)	-	(18,435)	(18,435)
	Transfer From Reserve	11041	Property Services Administration(O)	-	(5,212)	(5,212)
	Transfer From Reserve	11124	Public Relations(O)	-	(5,982)	(5,982)
	Transfer From Reserve	11126	Rates Administration(O)	-	(11,212)	(11,212)
	Transfer From Reserve	11128	Recreation Administration(O)	-	(16,788)	(16,788)
	Transfer From Reserve	12225	Sanitation Waste Services Administration(O)	-	(34,681)	(34,681)
	Transfer From Reserve	12258	Statutory Planning(O)	-	(16,685)	(16,685)
	Transfer To Reserve	10810	Human Resources & Payroll(O)	-	450,000	450,000
	Closing Balance 30/6/2023			**4,054,581**	**3,919,609**	**3,919,609**
1044: Major Traffic Improvements Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,184,734	1,184,734	1,184,734
	Interest Earned	10904	Other General Purpose Funding(O)	-	23,309	23,309
	Transfer From Reserve	10673	Peel & Queen Street Roundabout Service Relocation(C)	-	(19,941)	(19,941)
	Transfer From Reserve	10831	Rotary Park / War Memorial Relocation(C)	-	(375,000)	(375,000)
	Transfer From Reserve	12845	General Design / Modelling Works (O)	-	(300,000)	(300,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	344,035	344,035
	Closing Balance 30/6/2023			**1,184,734**	**857,137**	**857,137**

City of Busselton
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	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1045: Marketing & Area Promotion Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	655,702	655,702	655,702
	Interest Earned	10904	Other General Purpose Funding(O)	-	5,138	5,138
	Transfer From Reserve	10188	Events(O)	-	(212,746)	(212,746)
	Transfer From Reserve	10188	Events(O)	-	(1,332,802)	(1,332,802)
	Transfer From Reserve	14729	Events Furniture & Equipment(C)	-	(200,000)	(200,000)
	Transfer To Reserve	10188	Events(O)	-	1,332,802	1,332,802
	Closing Balance 30/6/2023			**655,702**	**248,094**	**248,094**
1046: Naturaliste Community Centre Building (NCC) Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	170,089	170,089	170,089
	Interest Earned	10904	Other General Purpose Funding(O)	-	2,287	2,287
	Transfer From Reserve	12791	Naturaliste Community Centre Fire Indicator Panel Renewal(C)	-	(30,000)	(30,000)
	Transfer From Reserve	12867	Naturaliste Community Centre - Maintenance External Work(O)	-	(91,000)	(91,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	72,415	72,415
	Closing Balance 30/6/2023			**170,089**	**123,791**	**123,791**
1047: New Infrastructure Development Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	723,693	723,693	723,693
	Interest Earned	10904	Other General Purpose Funding(O)	-	6,026	6,026
	Transfer From Reserve	12407	Dunsborough Lakes Sporting Precinct (Stage 1)(C)	-	(453,487)	(453,487)
	Transfer From Reserve	12936	Property Services Administration(C) (B23)	-	(50,000)	(50,000)
	Transfer To Reserve		Dunsborough Football Club Loan Repayment (Recoup Reserve AC)	2,124	-	-
	Closing Balance 30/6/2023			**725,817**	**226,232**	**226,232**
1048: Other Infrastructure (Drainage, Signage Etc) Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	403,731	403,731	403,731
	Interest Earned	10904	Other General Purpose Funding(O)	-	9,360	9,360
	Transfer From Reserve	10691	Busselton LIA - Geocatch Drain Partnership WSUD Improveme(C)	-	(30,000)	(30,000)
	Transfer From Reserve	10692	Carey Street Drainage Upgrade(C)	-	(220,369)	(220,369)
	Transfer From Reserve	10852	RBFS Various Grant Applications(C)	-	(15,900)	(15,900)
	Transfer From Reserve	12786	Newtown Beach Boat Ramp (O)	-	(17,255)	(17,255)
	Transfer From Reserve	12787	Dunsborough Boat Ramp(O)	-	(17,382)	(17,382)
	Transfer From Reserve	12788	Quindalup Boat Ramp (Sea Rescue)(O)	-	(17,255)	(17,255)
	Transfer From Reserve	12814	High View Road Drainage Works(C)	-	(221,559)	(221,559)
	Transfer From Reserve	12815	North Street Drainage Works(C)	-	(233,056)	(233,056)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	756,876	756,876
	Closing Balance 30/6/2023			**403,731**	**397,190**	**397,190**
1049: Parks, Gardens and Reserves Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	633,227	633,227	633,227
	Interest Earned	10904	Other General Purpose Funding(O)	-	6,241	6,241
	Transfer From Reserve	10765	Foreshore Busselton - High Street to Carey Street(C)	-	(10,000)	(10,000)
	Transfer From Reserve	10951	Mitchell Park Upgrade(C)	-	(37,491)	(37,491)
	Transfer From Reserve	10953	Youth Skate Park(C)	-	(10,000)	(10,000)
	Transfer From Reserve	10965	P&E - P&G Smart Technologies(C)	-	(100,000)	(100,000)
	Transfer From Reserve	10967	Shade Sail Program(C)	-	(96,414)	(96,414)
	Transfer From Reserve	10967	Shade Sail Program(C)	-	(100,000)	(100,000)
	Transfer From Reserve	11035	Park Furniture Replacement - Replace aged & unsafe Equip(C)	-	(30,000)	(30,000)
	Transfer From Reserve	11036	Playgrounds General - Replacement of playground equipment(C)	-	(175,000)	(175,000)
	Transfer From Reserve	11109	BBQ Placement and Replacement(C)	-	(15,000)	(15,000)
	Transfer From Reserve	12251	Cricket Wicket Renewal(C)	-	(39,230)	(39,230)
	Transfer From Reserve	12526	Beach Access Improvements(C)	-	(35,000)	(35,000)
	Transfer From Reserve	12819	Beach Enclosures(C)	-	(100,491)	(100,491)
	Transfer From Reserve	12820	Bird Crescent Dunsborough POS- improvements(C)	-	(11,000)	(11,000)
	Transfer From Reserve	12821	Churchill Park - Main Oval Renewal (C)	-	(444,558)	(444,558)
	Transfer From Reserve	12929	BPACC - Landscaping - Funded Parks, Gardens & Reserve Res(C)	-	(500,000)	(500,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	1,307,332	1,307,332
	Closing Balance 30/6/2023			**633,227**	**242,616**	**242,616**

City of Busselton
Reserves
For The Period Ending 30 September 2022

	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1050: Performing Arts and Convention Centre Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	2,386,293	2,386,293	2,386,293
	Interest Earned	10904	Other General Purpose Funding(O)	-	40,539	40,539
	Transfer From Reserve	10022	BPACC Operations(O)	-	(46,433)	(46,433)
	Transfer From Reserve	12918	BPACC - Construction(C)	-	(1,642,703)	(1,642,703)
	Transfer To Reserve	12918	BPACC - Construction(C)	-	1,800,000	1,800,000
	Closing Balance 30/6/2023			**2,386,293**	**2,537,696**	**2,537,696**
1051: Plant Replacement Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	2,698,073	2,698,073	2,698,073
	Interest Earned	10904	Other General Purpose Funding(O)	-	44,562	44,562
	Transfer From Reserve	12879	Plant Purchases (P11) - Spit water heavy duty high pressu(C)	-	(13,500)	(13,500)
	Transfer From Reserve	12880	Plant Purchases (P11) - Water Tank 4,500 LT with Pump & (C)	-	(14,200)	(14,200)
	Transfer From Reserve	12881	Plant Purchases (P11) - HINO FD1024 Beavertail Truck (tur(C)	-	(61,500)	(61,500)
	Transfer From Reserve	12882	Plant Purchases (P11) - Isuzu NPR65-190 Single Cab (Turf (C)	-	(65,000)	(65,000)
	Transfer From Reserve	12883	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	-	(27,000)	(27,000)
	Transfer From Reserve	12884	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	-	(27,000)	(27,000)
	Transfer From Reserve	12885	Plant Purchases (P11) - Kubota F3690 Outfront Mower (C)	-	(27,000)	(27,000)
	Transfer From Reserve	12886	Plant Purchases (P11) - Brush / Tree Chipper(C)	-	(100,000)	(100,000)
	Transfer From Reserve	12887	Plant Purchases (P11) - Redexim Easyspread 1600 Sand Spre(C)	-	(19,200)	(19,200)
	Transfer From Reserve	12888	Plant Purchases (P12) - HINO FS2848 Tipper Truck (Constr/(C)	-	(150,000)	(150,000)
	Transfer From Reserve	12889	Plant Purchases (P12) - Speed Display/VMB single axle tra(C)	-	(22,500)	(22,500)
	Transfer From Reserve	12890	Plant Purchases (P12) - Caterpillar CS56 Rollwe (Constru(C)	-	(114,000)	(114,000)
	Transfer From Reserve	12891	Plant Purchases (P12) - Ditchwitch Cable Locator(C)	-	(7,500)	(7,500)
	Transfer From Reserve	12892	Plant Purchases (P12) - ISUZU FVZ1400 Tipper Truck (Const(C)	-	(155,000)	(155,000)
	Transfer From Reserve	12893	Planning and Development Services - Replacement Complianc(C)	-	(23,000)	(23,000)
	Transfer From Reserve	12894	Plan and Dev - Replacement Comp - Nissan X-trail(C)	-	(18,000)	(18,000)
	Transfer From Reserve	12895	Engineering and Works Services - Replacement Asset Manage(C)	-	(18,500)	(18,500)
	Transfer From Reserve	12896	Engineering and Works Services - Replacement Building Fac(C)	-	(23,000)	(23,000)
	Transfer From Reserve	12897	Engineering and Works Services - Replacement Isuzu D-Max (C)	-	(27,500)	(27,500)
	Transfer From Reserve	12898	Engineering and Works Services - Replacement Mitsubishi G(C)	-	(27,500)	(27,500)
	Transfer From Reserve	12899	Engineering and Works Services - Replacement Isuzu D-Max (C)	-	(27,000)	(27,000)
	Transfer From Reserve	12900	Engineering and Works Services - Replacement Toyota Hilux(C)	-	(22,000)	(22,000)
	Transfer From Reserve	12901	Engineering and Works Services - Replacement Toyota Hilux(C)	-	(22,000)	(22,000)
	Transfer From Reserve	12902	Finance and Corporate Services - Replacement Manager Gove(C)	-	(20,000)	(20,000)
	Transfer From Reserve	12903	Finance and Corporate Services - Replacement IT Coordinat(C)	-	(18,000)	(18,000)
	Transfer From Reserve	12904	Plant Purchases (P11) - Minor Plant (Capital)(C)	-	(18,000)	(18,000)
	Transfer From Reserve	12905	Plant Purchases (P11) - Minor Plant (Non-Capital)(C)	-	(36,000)	(36,000)
	Transfer From Reserve	12906	Plant Purchases (P12) - Minor Plant (Capital)(C)	-	(13,500)	(13,500)
	Transfer From Reserve	12907	Plant Purchases (P12) - Minor Plant (Non-Capital)(C)	-	(13,500)	(13,500)
	Transfer From Reserve	12908	Transport - Workshop - Minor Plant(C)	-	(9,000)	(9,000)
	Transfer From Reserve	12948	Environmental Health Serv Admin-Health Ute(C)	-	(22,000)	(22,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	1,100,911	1,100,911
	Closing Balance 30/6/2023			**2,698,073**	**2,681,646**	**2,681,646**
1052: Port Geographe Development Reserve (Council)						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	126,996	126,996	126,996
	Interest Earned	10904	Other General Purpose Funding(O)	-	620	620
	Transfer From Reserve	10086	Pedestrian Bridge (Port Geographe)(O)	-	(64,152)	(64,152)
	Transfer From Reserve	10767	Port Geographe General Improvements/ Foreshore(C)	-	(30,392)	(30,392)
	Transfer From Reserve	10767	Port Geographe General Improvements/ Foreshore(C)	-	(51,893)	(51,893)
	Transfer To Reserve	10325	Port Geographe(O)	-	58,485	58,485
	Closing Balance 30/6/2023			**126,996**	**39,664**	**39,664**
1053: Port Geographe Waterways Management Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	3,060,602	3,060,602	3,060,602
	Interest Earned	10904	Other General Purpose Funding(O)	-	70,641	70,641
	Transfer From Reserve	10325	Port Geographe(O)	-	(390,547)	(390,547)
	Transfer To Reserve	10325	Port Geographe(O)	-	234,744	234,744
	Closing Balance 30/6/2023			**3,060,602**	**2,975,440**	**2,975,440**

City of Busselton
Reserves
For The Period Ending 30 September 2022

	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1054: Professional Development Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	156,214	156,214	156,214
	Interest Earned	10904	Other General Purpose Funding(O)	-	3,184	3,184
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**156,214**	**159,398**	**159,398**
1055: Provence Landscape Maintenance Reserve (SAR)						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,323,559	1,323,559	1,323,559
	Interest Earned	10904	Other General Purpose Funding(O)	-	28,911	28,911
	Transfer From Reserve	10966	Provence SAR Area General Improvements to the Area(C)	-	(20,000)	(20,000)
	Transfer From Reserve	12999	Provence SAR Reserve Funding(O)	-	(132,251)	(132,251)
	Transfer To Reserve	10966	Provence SAR Area General Improvements to the Area(C)	-	193,983	193,983
	Closing Balance 30/6/2023			**1,323,559**	**1,394,202**	**1,394,202**
1056: Public Art Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	46,666	46,666	46,666
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,091	1,091
				-	-	-
				-	-	-
	Closing Balance 30/6/2023			**46,666**	**47,756**	**47,756**
1057: Railway House Building Reserve (50%)						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	63,088	63,088	63,088
	Interest Earned	10904	Other General Purpose Funding(O)	-	1,405	1,405
				-	-	-
	Transfer To Reserve	10027	Asset Management Administration(O)	-	23,814	23,814
	Closing Balance 30/6/2023			**63,088**	**88,307**	**88,307**
1058: Road Asset Renewal Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,920,213	1,920,213	1,920,213
	Interest Earned	10904	Other General Purpose Funding(O)	-	9,796	9,796
	Transfer From Reserve	10256	Road Maintenance General(O)	(175,000)	(175,000)	(175,000)
	Transfer From Reserve	11193	Wilyabrup Road Resheet(C)	(130,000)	(130,000)	(130,000)
	Transfer From Reserve	11199	Bussell Highway(C)	-	(193,465)	(193,465)
	Transfer From Reserve	11199	Bussell Highway(C)	-	(250,000)	(250,000)
	Transfer From Reserve	11987	Caves Road - Median Crossing(C)	-	(17,960)	(17,960)
	Transfer From Reserve	11991	Commonage & Hayes Road instersection Safety works(C)	-	(38,951)	(38,951)
	Transfer From Reserve	11997	Gifford Road Reconstruction(C)	-	(111,053)	(111,053)
	Transfer From Reserve	11999	Kaloorup Road - Reconstruct and Seal Shoulders(C)	-	(25,472)	(25,472)
	Transfer From Reserve	12000	Kaloorup Road (Stage 1)(C)	-	(23,137)	(23,137)
	Transfer From Reserve	12005	Payne Road(C)	-	(190,000)	(190,000)
	Transfer From Reserve	12007	Rendezvous Road Spray Seals(C)	-	(58,218)	(58,218)
	Transfer From Reserve	12010	Sugarloaf Road(C)	-	(250,502)	(250,502)
	Transfer From Reserve	12824	Acton Park Road(C)	(908,000)	(908,000)	(908,000)
	Transfer From Reserve	12825	Farquar Road Resheet(C)	-	(75,000)	(75,000)
	Transfer From Reserve	12826	Glendon Road Resheet(C)	-	(29,347)	(29,347)
	Transfer From Reserve	12828	Rural road open drain maintenance - Reserve Funded(O)	-	(100,000)	(100,000)
	Transfer From Reserve	12829	Rural Verge Maintenance - Reserve Funded(O)	-	(150,000)	(150,000)
	Transfer From Reserve	12830	Urban Tree Management - Reserve Funded(O)	-	(70,000)	(70,000)
	Transfer From Reserve	12831	Princefield Road - Reserve Funded(O)	-	(40,000)	(40,000)
	Transfer From Reserve	12832	Urban Drainage - Reserve Funded(O)	-	(40,000)	(40,000)
	Transfer From Reserve	12833	Prewinter stormwater drainage maintenance - Reserve Funde(O)	-	(70,000)	(70,000)
	Transfer From Reserve	12834	Urban Compensation Basin Maintenance - Reserve Funded(O)	-	(30,000)	(30,000)
	Transfer From Reserve	12835	Ludlow-Hithergreen Road(C)	-	(110,000)	(110,000)
	Transfer From Reserve	12837	Pre-emptive Design Works (C)	-	(50,000)	(50,000)
	Transfer From Reserve	12838	Queen Elizabeth Avenue(C)	-	(230,000)	(230,000)
	Transfer From Reserve	12839	Seista Park Road(C)	-	(198,000)	(198,000)
	Transfer From Reserve	12840	Sheens Road Apron(C)	-	(8,000)	(8,000)
	Transfer From Reserve	12841	Strelly Street (C)	-	(60,000)	(60,000)
	Transfer From Reserve	12842	Nuttman Road (C)	-	(55,235)	(55,235)
	Transfer From Reserve	12851	Bussell Highway	-	(150,000)	(150,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	3,440,347	3,440,347
	Closing Balance 30/6/2023			**707,213**	**1,533,016**	**1,533,016**

City of Busselton
Reserves
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	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1059: Sick Pay Incentive Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	79,477	79,477	79,477
	Interest Earned	10904	Other General Purpose Funding(O)	-	738	738
	Transfer From Reserve	10810	Human Resources & Payroll(O)	-	(15,000)	(15,000)
				-	-	-
	Closing Balance 30/6/2023			**79,477**	**65,215**	**65,215**
1060: Strategic Projects Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	2,909,578	2,909,578	2,909,578
	Interest Earned	10904	Other General Purpose Funding(O)	-	67,893	67,893
	Transfer From Reserve	12847	Purchase Sues Road(C)	-	(500,000)	(500,000)
	Transfer To Reserve	10830	Members of Council(O)	-	25,000	25,000
	Closing Balance 30/6/2023			**2,909,578**	**2,502,471**	**2,502,471**
1061: Vasse Newtown Landscape Maintenance Reserve (SAR)						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	668,099	668,099	668,099
	Interest Earned	10904	Other General Purpose Funding(O)	-	15,140	15,140
	Transfer From Reserve	10969	Vasse SAR Area General Improvements to the Area(C)	-	(150,000)	(150,000)
	Transfer From Reserve	12822	Vasse SAR Area General Improvements to the Area - Tree Re(O)	-	(50,000)	(50,000)
	Transfer From Reserve	13000	Vasse SAR Reserve Funding(O)	-	(140,536)	(140,536)
	Transfer To Reserve	10969	Vasse SAR Area General Improvements to the Area(C)	-	190,775	190,775
	Closing Balance 30/6/2023			**668,099**	**533,478**	**533,478**
1062: Vasse Sports Pavilion Building Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,685	1,685	1,685
	Interest Earned	10904	Other General Purpose Funding(O)	-	41	41
				-	-	-
	Transfer To Reserve	10027	Asset Management Administration(O)	-	649	649
	Closing Balance 30/6/2023			**1,685**	**2,375**	**2,375**
1063: Waste Facilities and Plant Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	8,287,152	8,287,152	8,287,152
	Interest Earned	10904	Other General Purpose Funding(O)	-	152,487	152,487
	Transfer From Reserve	10688	Depot Washdown Facility Upgrades(C)	-	(76,700)	(76,700)
	Transfer From Reserve	11130	Regional Waste Management Administration(O)	-	(106,780)	(106,780)
	Transfer From Reserve	12420	Vidler Road Waste Site Capital Improvements(C)	-	(28,955)	(28,955)
	Transfer From Reserve	12421	City Lined Landfill Stage 2 - Preliminary Works(C)	-	(1,950,000)	(1,950,000)
	Transfer From Reserve	12425	Busselton Landfill Post-closure Capping, Rehab & Remediat(C)	-	(2,000,000)	(2,000,000)
	Transfer From Reserve	12427	Dunsborough Waste Facility(O)	-	(284,914)	(284,914)
	Transfer From Reserve	12428	Transfer Station Development(C)	-	(158,375)	(158,375)
	Transfer From Reserve	12843	SW Regional Waste Group Funding - Regional Waste Hub Deve(O)	-	(50,000)	(50,000)
	Transfer From Reserve	12844	Dunsborough Landfill - Washdown Bay(C)	-	(150,000)	(150,000)
	Transfer From Reserve	12911	Waste Management - Replacement of Volvo FE320 6x4 Dual Co(C)	-	(440,000)	(440,000)
	Transfer From Reserve	12912	Waste Management - Plant Replacement Grab bucket and atta(C)	-	(30,000)	(30,000)
	Transfer From Reserve	12913	Waste Management - Plant Replacement Trailer for bin clea(C)	-	(20,000)	(20,000)
	Transfer From Reserve	12914	Waste Management - Plant Replacement Minor (Capital)(C)	-	(10,000)	(10,000)
	Transfer From Reserve	12915	Waste Management - Plant Replacement Minor (Non Capital)(C)	-	(10,000)	(10,000)
	Transfer To Reserve	12412	Domestic & Commercial Waste Collection(O)	-	2,032,658	2,032,658
	Closing Balance 30/6/2023			**8,287,152**	**5,156,573**	**5,156,573**
1064: Winderlup Aged Housing Reserve (City Controlled)						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	356,904	356,904	356,904
	Interest Earned	10904	Other General Purpose Funding(O)	-	6,154	6,154
	Transfer From Reserve	12234	Aged Housing Capital Improvements - Winderlup Court (City(C)	-	(49,000)	(49,000)
	Transfer To Reserve	10027	Asset Management Administration(O)	-	62,889	62,889
	Closing Balance 30/6/2023			**356,904**	**376,946**	**376,946**

City of Busselton
Reserves
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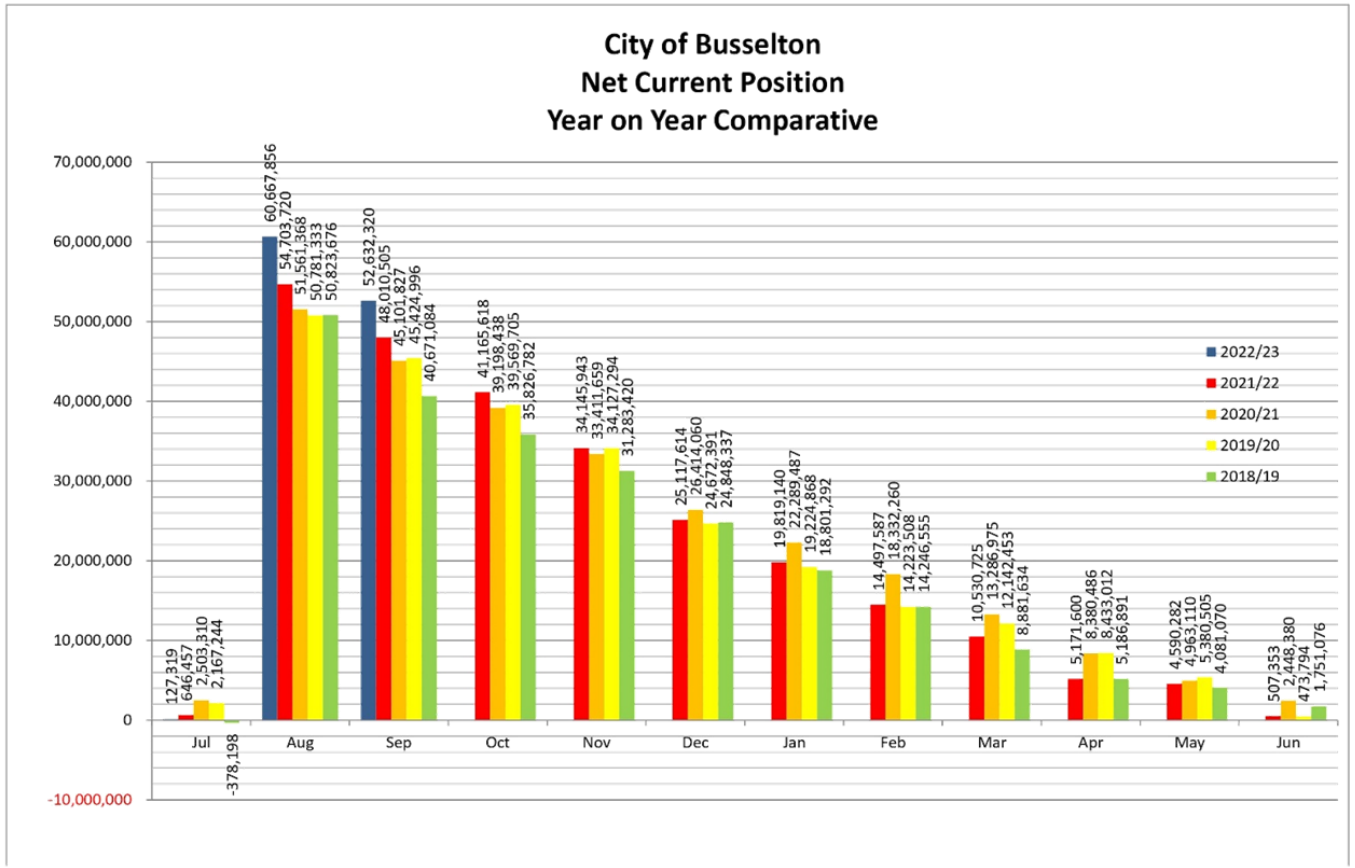
	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1065: Workers Compensation and Extended Sick Leave						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	194,219	194,219	194,219
	Interest Earned	10904	Other General Purpose Funding(O)	-	4,530	4,530
	Transfer From Reserve	10810	Human Resources & Payroll(O)	-	(193,000)	(193,000)
				-	-	-
	Closing Balance 30/6/2023			**194,219**	**5,750**	**5,750**
1066: Youth and Community Activities Building Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	158,158	158,158	158,158
	Interest Earned	10904	Other General Purpose Funding(O)	-	3,315	3,315
				-	-	-
	Transfer To Reserve	10027	Asset Management Administration(O)	-	51,957	51,957
	Closing Balance 30/6/2023			**158,158**	**213,430**	**213,430**
1067: Prepaid Grants and Deferred Works & Services Reserves						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,979,511	1,979,511	1,979,511
				-	-	-
	Transfer From Reserve	10904	Other General Purpose Funding(O)	(1,977,034)	(1,979,511)	(1,979,511)
					-	-
	Closing Balance 30/6/2023			**2,477**	**0**	**0**
1069: Airport Infrastructure Renewal and Replacement Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	1,259,815	1,259,815	1,259,815
	Interest Earned	10904	Other General Purpose Funding(O)	-	24,294	24,294
	Transfer From Reserve	10585	BMRA Hangars(C)	-	(182,891)	(182,891)
	Transfer From Reserve	12930	Airport Operations - Replacement Ute - Airport Operations(C)	-	(35,000)	(35,000)
	Transfer From Reserve	12931	Airport Operations - Replacement Deutz/able 75KVA Generat(C)	-	(19,000)	(19,000)
	Transfer From Reserve	12932	Airport Operations - Replacement Toro Groundmaster 7200 M(C)	-	(22,000)	(22,000)
	Transfer From Reserve	12933	Airport Operations - Replacement Stihl FS94R CE Brushcutt(C)	-	(600)	(600)
	Transfer From Reserve	12934	Airport Operations - Replacement Bar Pertol 3000PSI Press(C)	-	(1,150)	(1,150)
	Transfer From Reserve	12935	Airport Operations - Replacement Blower(C)	-	(350)	(350)
	Transfer To Reserve	10594	Airport Operations(O)	-	642,013	642,013
	Closing Balance 30/6/2023			**1,259,815**	**1,665,130**	**1,665,130**
1070: Airport Noise Mitigation Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	683,694	683,694	683,694
	Interest Earned	10904	Other General Purpose Funding(O)		10,185	10,185
	Transfer From Reserve	10586	Airport Development Operations(O)		(98,238)	(98,238)
					-	-
	Closing Balance 30/6/2023			**683,694**	**595,641**	**595,641**
1071: LED Street Lighting Replacement Program Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	38,098	38,098	38,098
	Interest Earned	10904	Other General Purpose Funding(O)	-	3	3
	Transfer From Reserve	10251	LED Street Light Replacement Program(O)	-	(37,866)	(37,866)
	Transfer From Reserve	10251	LED Street Light Replacement Program(O)	-	(50,000)	(50,000)
	Transfer To Reserve	10254	Street Lighting Installations(O)	-	50,000	50,000
	Closing Balance 30/6/2023			**38,098**	**235**	**235**
1072: Lou Weston Oval Pavilion Reserve						
				-	-	-
				-	-	-
				-	-	-
	Transfer To Reserve	10027	Asset Management Administration(O)	-	12,431	12,431
	Closing Balance 30/6/2023			**-**	**12,431**	**12,431**

City of Busselton
Reserves
For The Period Ending 30 September 2022

	Transaction Type	Project	Project Name	Actual YTD $	Full Year Amended Budget $	Full Year Original Budget $
1073: Waterways Restoration Reserve						
	Opening Balance 1/7/2022	10904	Other General Purpose Funding(O)	10	10	10
				-	-	-
	Transfer From Reserve	12848	Vasse River - Ongoing Restoration of River Habitat(O)	-	(550,455)	(550,455)
	Transfer To Reserve	10711	Environmental Management Administration(O)	-	550,455	550,455
	Closing Balance 30/6/2023			**10**	**10**	**10**
1078: Post Office Tea Rooms Reserve						
				-	-	-
				-	-	-
	Transfer From Reserve	10020	Art Geo Administration(O)	-	(60,514)	(60,514)
	Transfer From Reserve	10033	Art Geo Building(O)	-	(60,514)	(60,514)
	Transfer To Reserve	10020	Art Geo Administration(O)	-	121,028	121,028
	Closing Balance 30/6/2023			**-**	**-**	**-**
1079: Peel Tce/Causeway Rd Building Reserve						
				-	-	-
				-	-	-
				-	-	-
	Transfer To Reserve	10441	Peel Tce Building & Surrounds(O)	-	23,429	23,429
	Closing Balance 30/6/2023			**-**	**23,429**	**23,429**
Reconciliation						
	Opening Balance 1/7/2022			71,017,796	71,017,796	71,017,796
	Interest Earned			-	1,250,000	1,250,000
	Transfer To Reserve			2,124	23,332,031	23,227,258
	Transfer From Reserve			(3,190,034)	(35,991,237)	(35,886,464)
	Closing Balance 30/6/2023			**67,829,886**	**59,608,590**	**59,608,590**


City of Busselton
Net Current Position
Year on Year Comparative
70,000,000
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
0
-10,000,000
2022/23
2021/22
2020/21
2019/20
2018/19
Jul
Aug
Sep
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
127,319
646,457
2,503,310
2,167,244
-378,198
60,667,856
54,703,720
51,561,368
50,781,333
50,823,676
52,632,320
48,010,505
45,101,827
45,424,996
40,671,084
41,165,618
39,198,438
39,569,705
35,826,782
34,145,943
33,411,659
34,127,294
31,283,420
25,117,614
26,414,060
24,672,391
24,848,337
19,819,140
22,289,487
19,224,868
18,801,292
14,497,587
18,332,260
14,223,508
14,246,555
10,530,725
13,286,975
12,142,453
8,881,634
5,171,600
8,380,486
8,433,012
5,186,891
4,590,282
4,963,110
5,380,505
4,081,070
507,353
2,448,380
473,794
1,751,076

12.4 Finance Committee - 2/11/2022 - RATE EXEMPTION APPLICATION - RAY VILLAGE AGED SERVICES INC

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.2 Facilitate an innovative and diversified economy that supports local enterprise, business, investment and employment growth.
SUBJECT INDEX	Rates & Exemptions
BUSINESS UNIT	Finance and Corporate Services
REPORTING OFFICER	Rates Coordinator - David Nicholson
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Rate Exemption Application Attachment B Rate Exemption Statutory Declaration Attachment C Ray Village Aged Services (Inc) 30-06-21 Financial Report Attachment D Rates Exemption Application Covering Letter

This item was considered by the Finance Committee at its meeting on 2/11/2022, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2211/281 Moved Councillor P Carter, seconded Councillor A Ryan

That the Council:

1. **Grant rate exemption to Ray Village Aged Services Inc. for 171 Naturaliste Terrace Dunsborough, effective 1st September 2021, under section 6.26(2)(g) of the *Local Government Act 1995;***
2. **Agree that this rate exemption is to continue where Ray Village Aged Services Inc. continue to own and use the property as stated in the application in Attachment A;**
3. **Continue to advocate, through the South West Zone of WALGA (SWZ), for a review of Rating Exemptions; and**
4. **Continue to note in the City's Annual Report the annual total cost to the City of rating exemptions.**

Reasons: The Committee requested the addition of recommendations 3 and 4 as a standard to rate exemption reports, in order to continue to highlight the advocacy position of the City in relation of the review of rate exemptions and the total annual cost of rate exemptions to the City.

CARRIED 8/0

EN BLOC

OFFICER RECOMMENATION

That the Council:

1. Grant rate exemption to Ray Village Aged Services Inc. for 171 Naturaliste Terrace Dunsborough, effective 1st September 2021, under section 6.26(2)(g) of the *Local Government Act 1995;*
2. Agree that this rate exemption is to continue where Ray Village Aged Services Inc. continue to own and use the property as stated in the application in Attachment A.

EXECUTIVE SUMMARY

A rate exemption application was received from Ray Village Aged Services Inc. (the Association) in June 2022 for a property they own at 171 Naturaliste Terrace, Dunsborough (the Property). The Property is an aged residential care facility known as Capecare Dunsborough.

On the basis of the application, this report recommends that the application for exemption be retrospectively granted effectively from the 1st September 2021 in accordance with Section 6.26(2)(g) of the *Local Government Act 1995*.

BACKGROUND

The Association is a not for profit organisation that is endorsed by the Australian Taxation Office for charity tax concessions. The objects of the association as per its constitution are:

(a) to provide accommodation care and Services for the aged, infirm, people with disability and other groups as the Board may think fit in accordance with all laws;

(b) to undertake the necessary activities to provide services such as home care, wellness and support services, residential care, respite and palliative care, independent/retirement living, day centre activities and other assistance to Clients in accordance with these objects;

(c) to offer and provide Services to such Clients as the Board may think fit irrespective of the race or religion of any such persons and on such terms as the Board may from time to time decide;

(d) to establish and maintain Services for the accommodation and care of Clients; and

(e) to engage in other charitable activities as are ancillary and incidental to, and do not derogate from, the purposes described in rules 3.1(a) to 3.1(d).

The constitution also states that:

> *The property and income of the Association must be applied solely towards the promotion of the Objects of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any Member, except in good faith in the promotion of those Objects.*

The Property was transferred to the association in February 2015 and up until 1st September 2021, was rated as vacant land as it was not eligible for rate exemption due to it not being "used" for charitable purposes.

Following the completion of the aged residential care facility, the Property became rateable as "improved" effective from the 1st September 2021 with an interim rating notice for $46,583.43 being issued in December 2021.

These interim rates were fully paid in February 2022 with the Association in June 2022 lodging an application for rate exemption under section 6.26 (g) of the *Local Government Act 1995* (Act) due to the Property now being "used" for charitable purposes.

Engagement with Western Australian Local Government Association (WALGA)

With respect more broadly to rate exemptions for charitable organisations, following a Council resolution in May 2019, the Mayor raised this issue with the South West Zone of WALGA (SWZ) at its meeting, also in May 2019. The SWZ supported the City of Busselton's view unanimously and resolved as follows:

That the SWZ:

1. *Request that WALGA continue to lobby the State Government to consider the removal of rate exemptions for charitable organisations under the Local Government Act 1995 and that an alternative position may be implementing a rebate similar to the Pensioners and Seniors Rebate Scheme.*

In response to the SWZ's resolution, WALGA advised that the SWZ's position is consistent with the following long-held sector position that:

1. *There is a need to amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997; and*
2. *Either:*
    a. *amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or*
    b. *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*

WALGA also added to its submission to the State Government following the consultation on phase 2 of the review of the Act:

> *Request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act.*

WALGA's advocacy position has not changed in relation to this issue and it continues to push for meaningful legislative change in this area. Until then, however, the current approach to rate exemptions due to charitable purpose remains in place.

OFFICER COMMENT

In accordance with Section 6.26(2)(g) of the Act, land is not rateable if it is used exclusively for charitable purposes.

Rate exemption applications need to be considered in two parts. The first part is to assess whether the use itself is "charitable" and the second part is to determine whether the Property is being used "exclusively" for charitable purposes.

In considering the first part, that is, 'are the operations of the Association considered to be a charitable use with legal opinions being consistent in defining a charitable purpose as land used for:

1. The relief of poverty;
2. The advancement of education;
3. The advancement of religion; and
4. Other purposes beneficial to the community.

It is considered that an aged residential care facility would meet definitions 1 and 4 and as such the Property would be eligible for rate exemption under section 6.26(2)(g) of the Act.

In considering the second part, that is, 'is the property being exclusively used for a charitable purpose'; this criteria is being met by the association due to the Property being used solely to provide aged residential and care services.

The association in addition to the Property, the Association also owns an aged residential care facility at 20 Ray Avenue, Busselton which has been rate exempt from at least 2002/03, the limit of current rating records.

No physical inspection of the Property has been undertaken as it's known use and the provided statutory declaration (Attachment B) are considered to be sufficient.

Statutory Environment

Section 6.26(2)(g) of the Act specifically states that land used exclusively for charitable purposes is not rateable.

Relevant Plans and Policies

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

Financial Implications

Approving rate exemption effective 1st September 2021 will result in a $120,408.41 reduction in rating income. This amount represents $46,583.43 of 2021/22 interim rates plus $73,824.98 in 2022/23 annual rates.

In future years this represents a lost opportunity for rating income of approximately $73,825 plus any budgeted increases where the Property continues to be owned and used by the Association for the purposes as stated in the rate exemption application.

Stakeholder Consultation

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

Risk Assessment

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

That being said, if Council choses to not grant rate exemption, then staffing and/or legal costs may be incurred if the applicant refers the matter to the State Administrative Tribunal (SAT) for a review of the decision. It is considered a high probability that SAT may reverse Council's decision.

Options

As an alternative to the proposed recommendation, Council could decline the rate exemption application on the basis that it considers the Property to be rateable under the Act. As stated above, this is not recommended based on the risks associated with declining the application.

CONCLUSION

It is considered that the aged residential care facility at 171 Naturaliste Terrace, Dunsborough is charitable in nature and as such is eligible for rate exemption under section 6.26(2)(g) of the Act.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

If rate exemption is granted on 171 Naturaliste Terrace, Dunsborough then it would be applied retrospectively from the 1st September 2021, being the date the property was rated as improved.

APPLICATION FOR RATES EXEMPTION

Local Government Act 1995 – Section 6.26

Privacy

The personal information collected on this form will only be used by the City of Busselton for the sole purpose of providing requested and related services. Information will be stored securely by the City and will not be disclosed to any third parties without your express written consent.

Copyright

I authorise the City of Busselton to reproduce any attachments provided with this form for internal purposes only.

City of Busselton
2 Southern Drive
Busselton WA 6280
Locked bag 1
Busselton WA 6280

ABN 87 285 608 991

Phone: (08) 9781 0444
Facsimile: (08) 9432 4634
Email: city@busselton.wa.gov.au
Web: www.busselton.wa.gov.au

This application form is to be used by organisations seeking exemption from rates, pursuant to the provisions of Section 6.26 of the Local Government Act 1995. The application for exemption will be checked based on the information you have provided, and you will be advised of the outcome in due course. Please attach all additional documents requested, as failure to do so may result in the application being refused.

Please note that this exemption application will only be considered where the properties rating assessment is up to date. Any approved exemption will be on rates only with Emergency Services Levy and other service charges such as waste services remaining payable. Any overpayment as a result of rate exemption being approved will be refunded. Properties which are granted rate exemption are subject to periodic reviews to ensure continued approval.

Instructions: Please print clearly in the spaces provided.

1. PROPERTY ADDRESS DETAILS

Street address	171 NATURALISTE TERRACE
Suburb	DUNSBOROUGH
Post code	WA 6281

Property Reference Number (if known)	1000280771

2. WHAT IS THE CURRENT USE OF THE PROPERTY? Please provide full details:

THE PROPERTY IS BEING USED FOR RESIDENTIAL AGED CARE PROVIDED IN THE FORM OF INDEPENDENT APARTMENTS AND HIGH CARE AND DIMENTIA ENABLED RESIDENTIAL CARE. THE BUILDING IS ALSO USED TO PROVIDE RESPITE CARE. THIS ALLOWS RESIDENTS TO STAY ON A FIXED TERM AND TEMPORARY BASIS.

3. PROPERTY OWNER DETAILS

Organisation	**RAY VILLAGE AGED SERVICES INC T/A CAPECARE**
Property owner *(if different to above)*	
Postal address *(including post code)*	**20 RAY AVENUE , BUSSELTON WA 6280**
Telephone	**08 9750 2000**
Facsimile	**08 9755 4696**
Mobile	
E-mail	**susan.stevenson@capecare.com.au**

4. APPLICANT DETAILS

Contact Person	SUSAN STEVENSON
Position Title	GM FINANCE
Postal address *(including post code)*	20 RAY AVENUE , BUSSELTON WA 6280
Telephone	08 9750 2023
Facsimile	08 9755 4696
Mobile	
E-mail	susan.stevenson@capecare.com.au

5. ORGANISATION INFORMATION

Is/does the organisation:

An incorporated body as per the Associations Incorporated Act 1987? *(If **yes**, provide a Certificate of Incorporation)*	☑ Yes	☐ No
Considered "not for profit"?	☑ Yes	☐ No
Have a tax exemption from the Australian Tax Office (ATO)? *(If yes, provide a certificate of tax exemption from the ATO)*	☑ Yes	☐ No
Leasing the property? *(If yes, provide a copy of the lease and confirm if the lessee is responsible for payment of the rates)*	☐ Yes	☑ No
Have planning approval for the land use of the property? *(A site inspection may be required before the application is processed)*	☑ Yes	☐ No

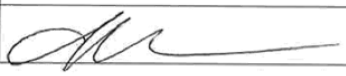
6. DOCUMENTATION REQUIREMENTS

Please provide the following documentation with this application:

- ☑ Formal request for rate exemption on the organisation's letter head that includes a written statement outlining the nature of the Organisation's operations, including the following details:
  - Use and occupancy of the property
  - Type of service provided (e.g. food, accommodation etc)
  - Frequency of service provision (e.g. full-time, daily, weekly etc)
  - Whether any payment is received for the services provided by the organisation;
- ☑ Copy of the organisation's constitution;
- ☑ Copy of the organisation's current certificate of incorporation;
- ☑ A statutory declaration from the organisation confirming the exact purpose for which the whole o the property is being used for;
- ☑ A plan of the property, showing all buildings and outbuildings **OR**
- ☑ Floor plan of the leased property area if only part of the property is the subject of this application.
- ☑ A copy of the organisations current years audited financial statements and details of its financial and funding support;
- ☐ Copies of any other relevant documentation that the organisation considers will support this application;

7. AUTHORISATION

By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.

Name	**JOANNE PENMAN**
Position Title	**CEO**
Organisation	**RAY VILLAGES AGED SERVICES INC T/A CAPECARE**
CEO/Trustee Signature	

OFFICE USE ONLY

1. CONSIDERATIONS

Approval with the City's Town Planning Scheme? YES ☐ NO ☐

Has the property been inspected? YES ☐ NO ☐

Recommend for non-rateable status? YES ☐ NO ☐

Section 6.26 (2) of the Local Government Act 1995 classification	
Person/s or Classes of Persons Affected by this decision	

Reason for non-rateable status:

New Application ☐ Review of Exemption ☐

Amount of rates to be exempted and date to be commenced from (if applicable):

Amount: $	Data (from): Click here to enter a date.

Rubbish bin changes to be levied and dates to be applicable from:

Amount: $	Data (from): Click here to enter a date.

Note: The approval will be for a period of 3 years, unless circumstances change.

2. DECISION – DELEGATED AUTHORITY (3.40)

Approving officer sub-delegated by the CEO to approve the granting of rate exemption status in accordance with the Local Government Act 1995.

Name	
Position	
Signature	

Determination by delegated officer:

☐ DENIED for non-rateable status ☐ APPROVED for partial non-rateable status ☐ APPROVED for non-rateable status

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

APPLICATION FOR RATES EXEMPTION UNDER SECTION 6.26 OF THE LOCAL GOVERNMENT ACT 1995. STATEMENT OF PROPERTY USE

(1) Christian name or names and surname of declarant in full	(1) **I** Susan Stevenson
(2) Address	(2) **Of** Ray Village Aged Services Inc T/A Capecare, 20 Ray Avenue Busselton WA 6280 **In the State of Western Australia**
3) Occupation	(3) Accountant

Sincerely declare as follows:-

The property located at 171 Naturaliste Terrace Dunsborough, WA 6281

is used by Ray Villages Aged Services Inc T/A Capecare

for the purposes of residential care for the aged, respite care, palliative care and independent living for over 65's

for the period from 1/07/2021 to on-going .

The applicant agrees to advise the City of Busselton immediately that there is **ANY** change to the purpose/s as stated above.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*

Declared at 20 Ray Avenue, Busselton, WA 6280

This 17th day of March 2022

In the presence of Joanne Penman

(4) Signature of person making the declaration

(Signature of authorised witness) (4)

JOANNE PENIMAN REGISTERED NURSE

(Name of authorised witness and qualification as such a witness)

***Important** This Declaration must be made before any of the following persons:-

Academic {post-secondary institution}
Accountant
Architect
Australian Consular Officer
Australian Diplomatic Officer
Bailiff
Bank Manager
Chartered secretary
Chemist
Chiropractor
Company auditor or liquidator
Court officer {Judge, magistrate, registrar or clerk}
Defence Force officer {Commissioned, Warrant or NCO {with 5 years continuous service}}
Dentist
Doctor
Electorate Officer {State – WA only}
Engineer
Industrial organisation secretary
Insurance broker
Justice of the Peace {any State}
Lawyer
Local government CEO or deputy CEO
Local government councillor
Loss adjuster
Marriage Celebrant
Member of Parliament {State or Commonwealth}
Minister of religion
Nurse
Optometrist
Patent Attorney
Physiotherapist
Podiatrist
Police officer
Post Officer manager
Psychologist
Public Notary,
Public Servant {State or Commonwealth}
Real Estate agent
Settlement agent
Sheriff or deputy Sheriff
Surveyor
Teacher
Tribunal officer
Veterinary surgeon

Or,

Any person before whom, under the *Statutory Declarations Act 1959* of the Commonwealth, a Statutory Declaration may be made.

FOR INFORMATION: Any authorised witness for the State of Western Australia may also witness a Commonwealth Statutory Declaration, as long as they are in Western Australia at the time of witnessing {Schedule 2, item 231 of the Commonwealth Statutory Declarations Regulations 1993}.

IMPORTANT INFORMATION:

AS OF 1 JANUARY 2006 THERE IS NO PROVISION FOR COMMISSIONERS FOR DECLARATIONS IN THE STATE OF WESTERN AUSTRALIA



Ray Village Aged Services (Inc)

ABN 77 630 179 279

NAPS ID 1365

Financial Report for the YEAR ENDED 30 JUNE 2021

RAY VILLAGE AGED SERVICES (INC)
STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021	Restated 2020
		$	$
Revenue	2	16,067,633	15,137,584
Other income	2	6,797,695	3,855,365
Net fair value gain on investment properties		1,255,000	-
		24,120,328	18,992,949
Expenses			
Administration expense		780,416	594,089
Audit, legal and consultancy expense		364,884	242,771
Catering and food supplies		1,217,316	429,314
Depreciation and amortisation expense	3	1,181,367	1,080,077
Employee benefits expense		13,907,846	11,783,994
Medical supplies		321,643	248,091
Utilities Including electricity, gas and rates		294,460	318,237
Repairs and maintenance		538,377	507,868
Net fair value loss on non-interest bearing liabilities		1,239,999	
Other expenses		583,454	1,375,061
		20,429,762	16,579,502
Surplus before income tax expense		3,690,566	2,413,447
Income tax expense		-	-
Surplus after income tax expense for the year attributable to the members of Ray Village Aged Services (Inc)		3,690,566	2,413,447
Other comprehensive income:			
Items that will not be reclassified subsequently to profit or loss			
Gain on the revaluation of land and buildings, net of tax		5,878,498	-
Other comprehensive income for the year, net of tax		5,878,498	-
Total comprehensive income for the year		9,569,064	2,413,447
Total comprehensive income for the year attributable to the members of Ray Village Aged Services (Inc)		9,569,064	2,413,447

The accompanying notes form part of these financial statements.

RAY VILLAGE AGED SERVICES (INC)
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2021

	Note	2021 $	Restated 2020 $
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	17,367,443	17,082,208
Accounts receivable and other receivables	5	207,000	214,768
Contract asset	6	1,226,126	-
Other current assets	7	181,095	108,522
TOTAL CURRENT ASSETS		18,981,664	17,405,498
NON-CURRENT ASSETS			
Right-of-use assets	8	67,888	50,633
Investment properties	9	23,400,000	22,145,000
Property, plant and equipment	10	67,212,113	38,569,210
TOTAL NON-CURRENT ASSETS		90,680,001	60,764,843
TOTAL ASSETS		109,661,665	78,170,341
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and other payables	11	1,319,338	3,008,945
Interest bearing liabilities	12	13,968,311	-
Contract liabilities	13	1,281,886	1,219,123
Lease liabilities	14	45,543	19,592
Provisions	15	2,137,086	988,601
Non interest bearing liabilities	16	16,806,993	17,188,613
TOTAL CURRENT LIABILITIES		35,559,157	22,424,874
NON-CURRENT LIABILITIES			
Lease liabilities	14	23,475	32,758
Provisions	15	105,875	109,669
Non interest bearing liabilities	16	26,738,202	17,953,700
TOTAL NON-CURRENT LIABILITIES		26,867,552	18,096,127
TOTAL LIABILITIES		62,426,709	40,521,001
NET ASSETS		47,234,956	37,649,340
EQUITY			
Retained earnings		33,419,266	29,728,700
Reserves	18	13,815,690	7,920,640
TOTAL EQUITY		47,234,956	37,649,340

The accompanying notes form part of these financial statements.

RAY VILLAGE AGED SERVICES (INC)
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2021

	Retained earnings	Revaluation reserve	HACC capital grant funding reserve	Village provision reserve	Total
	$	$	$	$	$
Restated					
Balance at 1 July 2019	27,132,982	7,378,697	182,271	537,275	35,231,225
Surplus after income tax expense for the year	2,413,447	-	-	-	2,413,447
Total other comprehensive income for the year	2,413,447	-	-	-	2,413,447
Net village contributions	-	-	-	4,668	4,668
Transfer to/(from) reserve	182,271	-	(182,271)	-	-
Balance at 30 June 2020	29,728,700	7,378,697	-	541,943	37,649,340
Balance at 1 July 2020	29,728,700	7,378,697	-	541,943	37,649,340
Surplus after income tax expense for the year	3,690,566	-	-	-	3,690,566
Gain on the revaluation of land and buildings, net of tax	-	5,878,498	-	-	5,878,498
Total other comprehensive income for the year	3,690,566	5,878,498	-	-	9,569,064
Net village contributions	-	-	-	16,552	16,552
Balance at 30 June 2021	33,419,266	13,257,195	-	558,495	47,234,956

For a description of each reserve, refer to Note 22.

The accompanying notes form part of these financial statements.

RAY VILLAGE AGED SERVICES (INC)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 $	2020 $
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from operations		21,649,061	19,210,503
Payments to suppliers and employees		(18,643,875)	(14,255,779)
Interest paid		(71,679)	-
Interest received		60,792	365,211
Net cash provided by operating activities		2,994,299	5,319,934
CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment		167,049	-
Payment for property, plant and equipment		(24,039,564)	(9,973,165)
Net cash used in investing activities		(23,872,515)	(9,973,165)
CASH FLOW FROM FINANCING ACTIVITIES			
Repayment of lease liability		(42,828)	-
Proceeds from bank loans		14,000,000	-
Repayment of bank loans		(31,689)	-
Proceeds from resident loans		7,619,588	-
Proceeds from resident deposits/ bonds		4,905,143	3,876,643
Repayment of resident deposits/ bonds		(5,286,763)	(6,547,905)
Net cash provided by/(used in) financing activities		21,163,451	(2,671,262)
Net increase/(decrease) in cash held		285,235	(7,324,493)
Cash and cash equivalents at beginning of the financial		17,082,208	24,406,701
Cash and cash equivalents at end of the financial year	4	17,367,443	17,082,208

The accompanying notes form part of these financial statements.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

New or amended Accounting Standards and Interpretations adopted
The Association has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period. Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

Basis of Preparation
These general purpose financial statements have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements and Interpretations issued by the Australian Accounting Standards Board ('AASB'), the *Australian Charities and Not-for-profits Commission Act 2012, the* Associations Incorporations Act 2015 (WA) and the Charitable Collections Act 1946 and associated regulations, as appropriate for not-for-profit oriented entities.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

Critical accounting estimates
The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note XX.

Accounting Policies
a. Revenue

Revenue from contracts with customers
Revenue is recognised at an amount that reflects the consideration to which the Association is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the Association: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Government subsidies
Income from Federal and State Governments to support residential care and home care services provided. Subsidies are received on the condition that specific services are delivered or specific conditions with the contract are fulfilled. Revenue is received in advance as a liability and revenue is only recognised upon the delivery on the services or fulfilment of the conditions. However, where a contract does not sufficiently specify performance obligations, the revenue falls within scope of AASB 1058 and full revenue is recognised upon receipt

Customer charges
Income from services rendered on a fee for service basis.

Basic Daily Fee: Residents are charged a basic daily fee as a contribution to the provision of care and accommodation. Regulated by the Government and subjected to bi-yearly increases. Invoices are raised on a bi-weekly basis to each resident and have a seven day payment term. Revenue is recognised over time as the services are provided to the residents measure on a proportional basis based on the number of days services delivered.

Means Tested Daily Care Fee: Residents are assessed based on their income and assets and as a result may be charged an additonal daily fee. This is in addition to the basic daily care fee and also contributes to the provision of care and accommodation. Invoices are raised on a bi-weekly basis to each resident and have a seven day payment term. Revenue is recognised over time as the services are provided to the residents' measure on a proportional basis based on the number of days services delivered.

Daily Accommodation Payment (DAP): Invoices are raised on a bi-weekly basis to each resident and have a seven day payment term

Accomodation retentions
The Association sells lifetime leases of units in its retirement village. The leases terminate no later than the death of the lessee. On termination, the Association will on behalf of the former lessee, in accordance with contractual requirements, endeavour to re-lease the unit and on re-leasing the unit, will pay the re-leased price to the former lessee, less any deferred management fee charges and any costs and expenses due.

Deferred management fee represent the fee that is contractually deducted from the lessee' original ingoing contribution which is eventually paid back to the lessee upon their departure of the retirement village . The Association is entitled to a maximum of 30% after a maximum of 10 years, of the re-lease price obtained. Deferred management fee revenue is recognised over the expected life expectancy of the lessee.

Interest on accomodation bonds
Eligible new residents may choose to pay a Refundable Accommodation Deposit (RAD). RADs and Accommodation Bonds received are recorded in the accounts as a current liability net of any retention amounts and interest accrued on outstanding balances. Monthly retentions and accrued Interest income are recognised as revenue of the Association.

Bank interest
Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Donations
Income recognised at the time the Association obtains control of the contributions or the contractual right to the contribution. Except for when a donation gives rise to related amounts of a contribution by owners, lease liability, financial liability, or a provision.

Capital grants
Capital grants are recognised as income when (or as) it satisfies its obligations under the transfer. Capital grants are types of grants where the Association receives a financial asset to acquire or construct a non-financial asset to identified specifications; retains control of the non-financial asset (i.e. for its own use); and the transaction is enforceable.

Other income
Other revenue is recognised when it is received or when the right to receive payment is established.

Volunteer services
The Association has elected not to recognise volunteer services as either revenue or other form of contribution received. As such, any related consumption or capitalisation of such resources received is also not recognised.

All revenue is stated net of the amount of goods and services tax (GST).

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021
NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

b. **Current and non-current classification**
Assets and liabilities are presented in the statement of financial position based on current and non-current classification.
An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the Associations's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the Associations's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

c. **Cash and Cash Equivalents**
Cash and cash equivalents include cash on hand, deposits held at-call with banks, & other short-term highly liquid investments with original maturities of twelve months or less.

d. **Trade and other receivables**
Other receivables are recognised at amortised cost, less any allowance for expected credit losses.

e. **Contract assets**
Contract assets are recognised when the Association has transferred goods or services to the customer but where the Association is yet to establish an unconditional right to consideration. Contract assets are treated as financial assets for impairment purposes.

f. **Property, Plant and Equipment**
Property
Freehold land and buildings are shown at their fair value based on periodic valuations by external independent valuers, less subsequent depreciation.
Increases in the carrying amount arising on revaluation of land and buildings are credited to a revaluation reserve in equity. Decreases that offset previous increases of the same classes of assets are charged against fair value reserves directly in equity; all other decreases are charged to the Statement of Profit or Loss and Other Comprehensive Income.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Plant and Equipment
Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount and impairment losses recognised either in profit or loss or as a revaluation decrease if the impairment losses relate to a revalued asset. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(g) for details of impairment).

The cost of fixed assets constructed within the association includes the cost of materials, direct labour, borrowing costs and an appropriate proportion of fixed and variable overheads.
Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the association and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in profit or loss during the financial period in which they are incurred.

Depreciation
The depreciable amount of all fixed assets, including buildings and capitalised lease assets, is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use.
The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	**Depreciation Rate**
Buildings	2.5% – 3.33%
Plant and equipment (IT Equip, Office Equip, Plant, Furnishings & Vehicles)	5% – 66.66%
Motor Vehicles	20.00%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period.

Gains and losses on disposals are determined by comparing net proceeds with the carrying amount. These gains and losses are recognised in profit or loss in the period in which they occur. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

g. **Right-of-use assets**
A right-of-use asset is recognised at the commencement date of a lease. The right-of-use asset is measured at cost, which comprises the initial amount of the lease liability, adjusted for, as applicable, any lease payments made at or before the commencement date net of any lease incentives received, any initial direct costs incurred, and, except where included in the cost of inventories, an estimate of costs expected to be incurred for dismantling and removing the underlying asset, and restoring the site or asset.
Right-of-use assets are depreciated on a straight-line basis over the unexpired period of the lease or the estimated useful life of the asset, whichever is the shorter. Where the Association entity expects to obtain ownership of the leased asset at the end of the lease term, the depreciation is over its estimated useful life. Right-of use assets are subject to impairment or adjusted for any remeasurement of lease liabilities.
The Association entity has elected not to recognise a right-of-use asset and corresponding lease liability for short-term leases with terms of 12 months or less and leases of low-value assets. Lease payments on these assets are expensed to profit or loss as incurred.

h. **Investment properties**
Investment properties principally comprise of freehold land and buildings held for long-term rental and capital appreciation that are not occupied by the Assocation, these include the the Associations independent living units/ appartments.
Investment properties are initially recognised at cost, including transaction costs, and are subsequently remeasured at fair value. Movements in fair value are recognised directly to profit or loss.
Investment properties are derecognised when disposed of or when there is no future economic benefit expected.
Transfers to and from investment properties to property, plant and equipment are determined by a change in use of owner-occupation. The fair value on the date of change of use from investment properties to property, plant and equipment are used as deemed cost for the subsequent accounting. The existing carrying amount of property, plant and equipment is used for the subsequent accounting cost of investment properties on the date of change of use.
Investment properties also include properties under construction for future use as investment properties. These are carried at fair value, or at cost where fair value cannot be reliably determined and the construction is incomplete.

i. **Intangible assets**
Bed Licences
Bed licences acquired by the Association directly from the Commonwealth at zero cost will not be brought into account as intangible assets, unless an active market exists and, if so, a revaluation may be performed at the Board's discretion to bring the licences to fair value.
Thus, the carrying amount in the accounts will be zero until a reasonable estimate is calculated when an active market exists.

j. **Impairment of assets**
At the end of each reporting period, the Association reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that an asset may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and its value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in profit or loss.
Where it is not possible to estimate the recoverable amount of an individual asset, the association estimates the recoverable amount of the cash-generating unit to which the asset belongs.
Where the future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the Association would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of an asset.
Where an impairment loss on a revalued asset is identified, this is recognised against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that class of asset.

k. **Trade and other payables**
These amounts represent liabilities for goods and services provided to the Association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

l. **Contract liabilities**
Contract liabilities represent the Association's obligation to transfer goods or services to a customer and are recognised when a customer pays consideration, or when the Association recognises a receivable to reflect its unconditional right to consideration (whichever is earlier) before the Association has transferred the goods or services to the customer.

m. **Borrowings**
Loans and borrowings are initially recognised at the fair value of the consideration received, net of transaction costs. They are subsequently measured at amortised cost using the effective interest method.

n. **Lease liabilities**
A lease liability is recognised at the commencement date of a lease. The lease liability is initially recognised at the present value of the lease payments to be made over the term of the lease, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, the Association's incremental borrowing rate. Lease payments comprise of fixed payments less any lease incentives receivable, variable lease payments that depend on an index or a rate, amounts expected to be paid under residual value guarantees, exercise price of a purchase option when the exercise of the option is reasonably certain to occur, and any anticipated termination penalties. The variable lease payments that do not depend on an index or a rate are expensed in the period in which they are incurred.
Lease liabilities are measured at amortised cost using the effective interest method. The carrying amounts are remeasured if there is a change in the following: future lease payments arising from a change in an index or a rate used; residual guarantee; lease term; certainty of a purchase option and termination penalties. When a lease liability is remeasured, an adjustment is made to the corresponding right-of use asset, or to profit or loss if the carrying amount of the right-of-use asset is fully written down.

o. **Finance costs**
Finance costs attributable to qualifying assets are capitalised as part of the asset. All other finance costs are expensed in the period in which they are incurred.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

p. **Residential aged care refundable accommodation deposits and bonds**
Accommodation bonds and Refundable Accommodation Deposits (RAD) are recorded at an amount equal to the proceeds received. All residents who are assessed as being responsible for their own accommodation payments now have the choice of paying their accommodation either through a Daily Accommodation Payment (DAP) or a refundable accommodation deposit or a combination of both.
Residents admitted before July 2014, who are assessed as being responsible for their own accommodation payments and who require a low level of care, pay accommodation bonds. A retention amount will be deducted from the accommodation bond over a period of 5 years. When a resident leaves, the accommodation bond balance will be refunded. The bond balance will be less the retention amount earned by the entity. Accommodation bond balances and RAD's, less contracted fees and charges, are repayable on demand.

q. **Retirement village resident obligations**
Resident loans represent the refundable lump sum lease payment received from retirement village residents (independent living units/ appartments) . On termination of a lease agreement the balance of gross entry contribution, less the deferred management fee owing and any contracted fees and charges, will be paid to the departing lessee. The balance of the lump sum payment represents the new lump sum lease payment payable by the new lessee, in some instances, and the value of the initial lump sum payment in other instances depending on the retirement village and particular terms of the agreement, less any fees and other monies owed to
For loans where the resident does not share in any post acquisition uplift in the property values they are not revalued annually and are carried at the inception value less deferred management fees applicable to date
For those loans where the lessee does share in any post acquisition uplift in the property value they are classified as financial liabilities at fair value through profit or loss with resulting fair value adjustments recognised in profit or loss. The fair value of the lessee obligation is the initial loan amount plus the lessee's share of any capital gains or losses in accordance with contracts. The fair values are based on market values at reporting date, as determined by an independent valuer, for the retirement village units. The Association has a legal right to offset the loan and deferred management fee amount and intend to settle on a net basis, as set out in the agreement.

r. **Provisions**
Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at reporting date.

s. **Employee Benefits**
Short-term employee benefits
Provision is made for the Association's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages and salaries. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.
The Association's obligations for short-term employee benefits such as wages and salaries are recognised as part of current accounts payable and other payables in the statement of financial position.

Other long-term employee benefits
Provision is made for employees' annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees.
Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures, and are discounted at rates determined by reference to market yields at the end of the reporting period on high quality corporate bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements of obligations for other long-term employee benefits for changes in assumptions are recognised in profit or loss in the periods in which the changes occur.
The Association's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the association does not have an unconditional right to defer settlement for at least 12 months after the reporting period, in which case the obligations are presented as current provisions.

t. **Fair Value of Assets and Liabilities**
The Association measures some of its assets at fair value on a recurring basis.
Fair value is the price the association would receive to sell an asset or would have to pay to transfer a liability in an orderly (ie unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.
As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.
To the extent possible, market information is extracted from either the principal market for the asset or liability (ie the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the association at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset or minimises the payments made to transfer the liability, after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use, or to sell it to another market participant that would use the asset in its highest and best use.
The fair value of liabilities may be valued, where there is no observable market price in relation to the transfer of such financial instrument, by reference to observable market information where such instruments are held as assets. Where this information is not available, other valuation techniques are adopted and, where significant, are detailed in the respective note to the financial statements.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

u. **Comparative Figures**
Where required by Accounting Standards comparative figures have been adjusted to conform with changes in presentation for the current financial year.

v. **Income Tax**
No provision for income tax has been raised as the Association is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997. The Association is a not-for-profit Association and is primarily involved in the aged care industry and is registered as a Public Benevolent Institution (PBI) and as a consequence is exempt from income tax

w. **Goods and Services Tax (GST)**
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).
Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.
Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

x. **Critical Accounting Estimates and Judgments**
The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

Impairment of non-financial assets
The Association assesses impairment of non-financial assets at each reporting date by evaluating conditions specific to the Association and to the particular asset that may lead to impairment. If an impairment trigger exists, the recoverable amount of the asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which incorporate a number of key estimates and assumptions. No impairment has been recognised for the year ended 30 June 2021.

Revenue from contracts with customers involving sale of goods
When recognising revenue in relation to the sale of goods to customers, the key performance obligation of the Assocaition is considered to be the point of delivery of the goods to the customer, as this is deemed to be the time that the customer obtains control of the promised goods and therefore the benefits of unimpeded access.

Determining whether a grant contains enforceable and sufficiently specific obligations
grants received need to be accounted for under AASB 15 or AASB 1058. Key to this assessment is whether the government grants contain:

•a contract with a customer that creates 'enforceable' rights and obligations, and
•the contract includes 'sufficiently specific' performance obligations.

Critical judgement was applied by management in assessing whether a promise is 'sufficiently specific', taking into account all facts and circumstances and any conditions specified in the arrangement (whether explicit or implicit) regarding the promised goods or services, including conditions regarding:

•the nature or type of the goods or services
•the cost or value of the goods or services
•the quantity of the goods or services
•the period over which the goods or services must be transferred.

Employee benefits provision
As discussed in note 1, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

Fair value measurement hierarchy
The Association is required to classify all assets and liabilities, measured at fair value, using a three level hierarchy, based on the lowest level of input that is significant to the entire fair value measurement, being: Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date; Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly; and Level 3: Unobservable inputs for the asset or liability. Considerable judgement is required to determine what is significant to fair value and therefore which category the asset or liability is placed in can be subjective.
The fair value of assets and liabilities classified as level 3 is determined by the use of valuation models. These include discounted cash flow analysis or the use of observable inputs that require significant adjustments based on unobservable inputs.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 2: REVENUE AND OTHER INCOME

	Note	2021 $	2020 $
Revenue from contracts with customers			
Government subsidies		9,338,365	9,185,155
Customer charges		5,845,903	5,378,622
Accommodation retentions		799,492	487,275
Interest on accommodation bonds		83,873	86,532
		16,067,633	15,137,584
Other income			
Bank interest		57,835	365,209
Donations		10,510	102,645
Capital grants		6,142,211	3,162,928
Gain on disposal of property, plant and equipment		14,464	275
Other income		572,675	224,307
		6,797,695	3,855,364
Total Revenue		22,865,328	18,992,948

Disaggregation of revenue
The disaggregation of revenue from contracts with customers is as follows:

	2021 $	2020 $
Residential care	11,309,751	11,263,251
Home care	3,660,544	3,085,609
Retirement living	1,097,338	788,724
	16,067,633	15,137,584
Geographical regions		
Australia	16,067,633	15,137,584
	16,067,633	15,137,584
Timing of revenue recognition		
Services transferred at a point in time	-	-
Services transferred over time	16,067,633	15,137,584
	16,067,633	15,137,584

NOTE 3: SURPLUS FOR THE YEAR

	2021 $	2020 $
Surplus for the year has been determined after charging as expenses:		
Depreciation of property, plant & equipment	1,139,126	1,063,480
Depreciation of right-of-use assets	42,241	16,597
Interest expense	71,679	39,015

NOTE 4: CASH AND CASH EQUIVALENTS

	2021 $	2020 $
CURRENT		
Cash at bank	15,621,880	5,765,712
Short - term bank deposits	1,744,396	11,315,241
Cash on hand	1,167	1,255
	17,367,443	17,082,208

Cash at bank earns interest at floating rates based on daily bank deposit rates

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 5: ACCOUNTS RECEIVABLE AND OTHER RECEIVABLES

	2021 $	2020 $
CURRENT		
Customer contributions receivable	7,584	42,082
GST receivable	-	101,859
Other receivables	199,416	70,827
	207,000	214,768

NOTE 6: CONTRACT ASSETS

	2021 $	2020 $
CURRENT		
Contract asset- capital grants	1,226,126	-
	1,226,126	-

NOTE 7: OTHER ASSETS

	2021 $	2020 $
CURRENT		
Prepayments	176,841	14,599
Accrued income	4,254	93,923
	181,095	108,522

NOTE 8: RIGHT OF USE ASSETS

	2021 $	2020 $
NON CURRENT		
Plant and equipment -right-of-use	126,725	67,229
Less accumulated depreciation	(58,837)	(16,596)
	67,888	50,633

Additions to the right-of-use assets during the year were $59,496.
The Association leases It equipment and motor vehicles under agreements of between two to three years with, in some cases, options to extend. The leases have various escalation clauses. On renewal, the terms of the leases are renegotiated.

For leases under agreements of 12 months or less are either short-term or low-value, so have been expensed as incurred and not capitalised as right-of-use assets.

NOTE 9: INVESTMENT PROPERTIES

	2021 $	Restated 2020 $
NON CURRENT		
At fair value	23,400,000	22,145,000
	23,400,000	22,145,000

Reconciliation
Reconciliation of the fair values at the beginning and end of the current and previous financial year are set out below:

Opening fair value	22,145,000	22,145,000
Revaluation increments	1,255,000	-
Closing fair value	23,400,000	22,145,000

Valuations of investment properties
The basis of the valuation of investment properties is fair value. The investment properties are revalued based on independent assessments by a member of the Australian Property Institute having recent experience in the location and category of investment property being valued. Investment properties represents all the Associations independent living units/ appartments. Valuations are based on current prices in an active market for similar properties of the same location and condition, subject to similar leases and takes into consideration occupancy rates and returns on investment.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 10: PROPERTY, PLANT AND EQUIPMENT

	2021 $	Restated 2020 $
LAND		
At fair value	8,140,000	5,960,000
	8,140,000	5,960,000
BUILDINGS		
At fair value	22,972,000	21,696,549
Less accumulated depreciation	-	(2,270,223)
	22,972,000	19,426,326
Total land and buildings	31,112,000	25,386,326
MOTOR VEHICLES		
At cost	475,856	551,190
Less accumulated depreciation	(245,792)	(275,124)
	230,064	276,066
PLANT AND EQUIPMENT		
At cost	2,306,826	2,576,964
Less accumulated depreciation	(1,808,160)	(1,437,000)
	498,666	1,139,964
CAPITAL WORKS IN PROGRESS (WIP)		
Buildings - Armstrong Village	35,371,383	11,766,854
	35,371,383	11,766,854
Total property, plant and equipment	67,212,113	38,569,210

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 10: PROPERTY, PLANT AND EQUIPMENT (CONT.)
Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Land	Buildings	Motor Vehicles	Plant and Equipment	Capital WIP	Total
	$		$	$		$
2021						
Balance at the beginning of the year	5,960,000	19,426,326	276,065	1,139,965	11,766,854	38,569,210
Additions	-	238,677	-	177,710	23,623,177	24,039,564
Revaluation	2,180,000	3,698,498	-	-	-	5,878,498
Disposals	-	(136,033)	-	-	-	(136,033)
Transfers	-	466,496	-	(466,496)	-	-
Depreciation expense	-	(721,964)	(46,002)	(371,160)	-	(1,139,126)
Carrying amount at end of year	8,140,000	22,972,000	230,063	480,019	35,390,031	67,212,113
2020- Restated						
Balance at the beginning of the year	5,960,000	19,973,084	337,466	1,052,558	2,403,370	29,726,478
Additions	-	175,332	-	367,396	9,363,484	9,906,212
Disposals	-	-	-	-	-	-
Depreciation expense	-	(722,090)	(61,401)	(279,989)	-	(1,063,480)
Carrying amount at end of year	5,960,000	19,426,326	276,065	1,139,965	11,766,854	38,569,210

The Association's land and buildings were revalued on 30th June 2021 based on independent assessments by a member of the Australian Property Institute having recent experience in the location and category of land and buildings being valued. The directors do not believe that there has been a material movement in fair value since the revaluation date. The valuation of the Aged Care facility and the Day Centre was made on the basis of depreciated replacement cost and land was valued on the basis of market value .

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 11: ACCOUNTS PAYABLE AND OTHER PAYABLES

	2021 $	2020 $
CURRENT		
Accounts payable	362,187	350,900
Sundry payables and accrued expenses	692,017	2,133,900
GST payable	136,281	-
Employee benefits	128,853	524,145
	1,319,338	3,008,945

NOTE 12: INTEREST BEARNING LIABILITIES

	2021 $	2020 $
CURRENT		
Bank loan	13,968,311	-
	13,968,311	-

Total secured liabilities
The total secured liabilities (current and non-current) are as follows:

	2021 $	2020 $
Bank loan	13,968,311	-
	13,968,311	-

Assets pledged as security
The bank loans are secured by first mortgages over the Association's land and buildings.

Financing arrangements
Unrestricted access was available at the reporting date to the following lines of credit:

Total facilities		
Bank loan	14,000,000	-
Used at the reporting date		
Bank loan	13,968,311	-
Unused at the reporting date		
Bank loan	31,689	-

NOTE 13: CONTRACT LIABILITIES

	2021 $	2020 $
CURRENT		
Grant income received in advance	228,750	-
Unearned revenue	1,053,136	1,219,123
	1,281,886	1,219,123

NOTE 14: LEASE LIABILITIES

	2021 $	2020 $
CURRENT		
Lease liability - plant and equipment	45,543	19,592
	45,543	19,592
NON CURRENT		
Lease liability - plant and equipment	23,475	32,758
	23,475	32,758
Total lease liability	69,018	52,350

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 15: PROVISIONS

	2021	2020
	$	$
CURRENT		
Employee benefits - annual leave	674,414	683,037
Employee benefits - long service leave	302,843	305,564
Employee benefits - other	1,159,829	-
	2,137,086	988,601
NON CURRENT		
Employee benefits - long service leave	105,875	109,669
	105,875	109,669
Total provisions	2,242,961	1,098,270

NOTE 16: NON-INTEREST BEARING LIABILITIES

	2021	2020
	$	$
CURRENT		
Residential aged care deposits and bonds		
Residential refundable accommodation deposits (RADs)	16,099,053	16,264,212
Accommodation bonds	707,940	924,401
	16,806,993	17,188,613

RADs and bonds are unsecured advances deposited as part of an agreement with the incoming resident and are a non-interest bearing liability.

Eligible new residents may choose to pay a RAD on entry. When RAD are received, they are recorded together with any accommodation bonds, as a current liability in the Statement of Financial Position net of any monthly retention amounts and interest accrued on outstanding balances as stated within their residential care agreements.

	2021	2020
	$	$
NON CURRENT		
Independent living resident obligations		
Gross refundable entry contribution	30,594,588	21,735,001
Accrued deferred management fees	(3,856,386)	(3,781,301)
	26,738,202	17,953,700

Retirement units are leased to tenants for a period of 60 years. Under the terms of the lease, the Association has the right to buy back the unit from the lessor. The amount of $23,400,000 (2020: $22,145,000) represents the market value of the retirement units as at the end of the year should the Association want to purchase the lease from the lessor.

Deferred management fee (DMF) income of up to 30% after a maximum of 10 years of the unit sale price obtained. Retirement village refundable entry contributions is presented net of deferred management fees contractually accrued to reporting date as the Association has a legal right of offset.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 17: RELATED PARTY TRANSACTIONS

Key management personnel
Disclosures relating to key management personnel are set out below.

The aggregate compensation made to directors and other members of key management personnel of the Association is set out below:

	2021 $	2020 $
Aggregate compensation	898,919	797,941

Transactions with related parties
There were no transactions with related parties during the current and previous financial year.

Receivable from and payable to related parties
There were no trade receivables from or trade payables to related parties at the current and previous reporting date.

Loans to/from related parties
There were no loans to or from related parties at the current and previous reporting date.

NOTE 18: AUDITORS RENUMERATION

	2021 $	2020 $
Renumeration of auditors for audit fees	28,250	30,120

NOTE 19: FINANCIAL RISK MANAGEMENT

The Association has exposure to liquidity risk and intrest rate risk from the use of financial instruments. This note provides information on the Associations exposure to each of these risks.
The Board has overall responsibility for the establishment of the risk management framework policies that have been established to identify and analyse the risks faced by the Association, to set appropriate risk limits and controls, and to monitor risks and controls.
The Association's financial instruments consist mainly of deposits with banks, bank loans and residential bonds.

Liquidity risk

Liquidity risk arises from the possibility that the Association might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The Association manages this risk through the following mechanisms:

- preparing forward looking cash flow analysis in relation to its operational, investing and financing activities;
- regularly reviewing and updating its liquidity management strategy
- investing surplus cash with major financial institutions only; and
- comparing the maturity profile of financial liabilities with the realisation profile of financial assets.

Intrest rate risk
The Association is exposed to interest rate fluctuations on its cash at bank, cash deposits and bank loans. The Association actively monitors interest rates for cash at bank and on deposit to maximise interest income. The Association accepts the risk in relation to fixed interest securities as they are held to generate income in surplus funds. The Association monitors interest rates in relation to interest bearing loans.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 20: FAIR VALUE MEASUREMENTS

Fair value hierarchy
The following tables detail the Association's assets and liabilities, measured or disclosed at fair value, using a three level hierarchy, based on the lowest level of input that is significant to the entire fair value measurement, being:
Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access
Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability,
Level 3: Unobservable inputs for the asset or liability

2021	Level 1 $	Level 2 $	Level 3 $	Total $
Assets				
Investment properties	-	23,400,000	-	23,400,000
Land	-	8,140,000	-	8,140,000
Buildings	-	-	22,972,000	22,972,000
Total assets	-	31,540,000	22,972,000	54,512,000
Liabilities				
Independent living resident obligations	-	26,738,202	-	26,738,202
Total liabilities	-	26,738,202	-	26,738,202

2020	Level 1 $	Level 2 $	Level 3 $	Total $
Assets				
Investment properties	-	22,145,000	-	22,145,000
Land	-	5,960,000	-	5,960,000
Buildings	-	-	19,426,326	19,426,326
Total assets	-	28,105,000	19,426,326	47,531,326
Liabilities				
Independent living resident obligations	-	17,953,700	-	17,953,700
Total liabilities	-	17,953,700	-	17,953,700

There were no transfers between levels during the financial year.

The carrying amounts of trade and other receivables and trade and other payables are assumed to approximate their fair values due to their short-term nature.

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 21: RESTATEMENT OF PRIOR PERIOD

During the year ended 30 June 2021, the Association identified the following misstatements relating to prior financial periods. These misstatements have been corrected by restating each of the affected financial statement line items for prior periods. The misstatements have had no impact on the Statement of Cash Flows and are set out below:

The Association determined that land and buildings related to the independent living units (ILUs) located at Ray Village, Broadwater WA have been incorrectly classified as part of property, plant and equipment. Under accounting standards it has been determined that the ILU's should have been classified a investment properties. As a consequence:

- Depreciation and amortition expense was overstated by $559,607 as at 30 June 2020;
- Land and buildings were overstated by $21,027,718 (net of accumulated depreciation) as at 1 July 2019
- Land and buildings reclassified to investment properties ($22,145,000 being the fair value as at 30 June 2020)
- Revaluation increments of $10,172,448 were reclassified from the asset revaluation reserve to retained earning.

The following table summarised the impacts on the financial statement

Statement of profit or loss and other comprehensive income – year ended 30 June 2020

	Reported $	Adjustment $	Restated $
Expenses			
Depreciation and amortisation expense	1,639,684	(559,607)	1,080,077
Surplus after income tax expense for the year attributable to the members of the entity	**1,853,840**	**559,607**	**2,413,447**
Total comprehensive income for the year attributable to the members of the entity	**1,853,840**	**(559,607)**	**2,413,447**

Statement of Financial Position – year ended 30 June 2020

	Reported $	Adjustment $	Restated $
Non-current assets			
Land - at fair value	11,300,000	(5,340,000)	5,960,000
Buildings - at fair value	38,501,549	(16,805,000)	21,696,549
Buildings - accumulated depreciation	(3,947,112)	1,676,889	(2,270,223)
Investment properties - at fair value	-	22,145,000	22,145,000
Total non-current assets	62,869,255	7,016,889	64,546,144
Total assets	**80,274,753**	**7,016,889**	**81,951,642**
Net assets	**35,972,451**	**7,016,889**	**37,649,340**
Equity			
Retained earnings	15,843,252	11,289,730	27,132,982
Current year surplus	1,853,840	559,607	2,413,447
Revaluation reserve	17,551,145	(10,172,448)	7,378,697
Total equity	**35,972,451**	**1,676,889**	**37,649,340**

RAY VILLAGE AGED SERVICES (INC)
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

NOTE 22: RESERVES

Revaluation reserve
The reserve is used to recognise increments and decrements in the fair value of land and buildings, excluding investment properties.

Village provision reserve
In accordance with their contracts, unit holders are charged a fee for the sole purpose of providing for the future repainting of their units and the replacement of equipment. These monies are set aside in a separate bank account with interest earned thereon being added to the reserve.
These funds remain in the control of the Association and are non refundable to unit holders.

NOTE 23 : CAPITAL COMMITMENTS

The Association had the following capital commitments.

	2021	2020
Commitment	$	$
Less than 12 months	2,428,617	22,637,877
1 to 5 years	600,000	600,000
Greater than 5 years	-	
Total	3,028,617	23,237,877

NOTE 24: CONTINGENT LIABILITES

The Association had no contingent liabilities as at 30 June 2021 and 30 June 2020.

NOTE 25 : EVENTS SUBSEQUENT TO REPORTING DATE
The impact of the Coronavirus (COVID-19) pandemic is ongoing and while it has been financially positive for the Association up to 30 June 2021, it is not practicable to estimate the potential impact, positive or negative, after the reporting date. The situation is rapidly developing and is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

No other matter or circumstance has arisen since 30 June 2021 that has significantly affected, or may significantly affect the Association's operations, the results of those operations, or the Associations's state of affairs in future financial years.

NOTE 26 : ENTITY DETAILS
The principal place of business is:

Ray Village Aged Services (Inc)
20 Ray Avenue
Busselton WA 6280

RAY VILLAGE AGED SERVICES (INC)
DECLARATION BY THE BOARD

In the opinion of the Board of Ray Village Aged Services (Inc) :

The attached financial statements and notes are:

a. In accordance with the *Australian Charities and Not-for-profits Commission Act 2012* and the *Charitable Collections Act 1946*, and:

i. Comply with Australian Accounting Standards- Reduced Disclosure Requirements and the *Associations Incorporation Act 2015*; and

ii. Give a true and fair view of the financial position of Ray Village Aged Services (Inc). as at 30 June 2021 and of its performance for the year ended on that date.

b. Properly prepared and the associated records have been properly kept for the year ended 30 June 2021, in accordance with the *Charitable Collections Act 1946* and the *Charitable Collections Regulations 1947*.

2 Funds received as a result of fundraising activities conducted during the year ended 30 June 2021 have been properly accounted for and applied in accordance with the *Charitable Collections Act 1946* and the *Charitable Collections Regulations 1947*.

There are reasonable grounds to believe that Ray Village Aged Services (Inc). will be able to pay its debts as and when they become due and payable.

This statement is signed in accordance with subs 60.15(2) of the *Australian Charities and Not-for-profits Commission Regulations 2013*.

This statement is made in accordance with a resolution of the Board.

Signed for and on behalf of the Board by;

Martha Ryan
Non-Executive Chairman
Board of Directors
Ray Village Aged Services (Inc)

Glyn Palmer
Deputy Non-Executive Chairman
Board of Directors
Ray Village Aged Services (Inc)

Busselton, Western Australia this 29th day of October 2021

RSM Australia Pty Ltd
Level 32, Exchange Tower, 2 The Esplanade Perth WA 6000
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AUDITOR'S INDEPENDENCE DECLARATION

As lead auditor for the audit of the financial report of Ray Village Aged Services (Inc) operating as Capecare for the year ended 30 June 2021, I declare that, to the best of my knowledge and belief, there have been no contraventions of:

(i) The auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and

(ii) Any applicable code of professional conduct in relation to the audit.

David Wall
Director
RSM Australia Pty Ltd

Perth, Western Australia
29 October 2021

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RSM Australia Pty Ltd ACN 009 321 377 atf Birdance Practice Trust ABN 65 319 382 479 trading as RSM

Liability limited by a scheme approved under Professional Standards Legislation

RSM

RSM Australia Pty Ltd

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INDEPENDENT AUDITOR'S REPORT

To the Members of Ray Village Aged Services (Inc)

Report on the audit of the financial report

Opinion

We have audited the accompanying financial report of Ray Village Aged Services (Inc) operating as Capecare (**Capecare**), which comprises the statement of financial position as at 30 June 2021, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the declaration by the Board.

In our opinion, the financial report of Capecare has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* and the *Associations Incorporation Act 2015*, including:

(a) Giving a true and fair view of Capecare's financial position as at 30 June 2021 and of its financial performance and cash flows for the year ended on that date; and

(b) Complying with Australian Accounting Standards- Reduced Disclosure Requirements and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of our report. We are independent of Capecare in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (**Code**) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

The Board's responsibilities for the financial report

The Board is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards- Reduced Disclosure Requirements, the *Australian Charities and Not-for-profits Commission Act 2012* and the *Associations Incorporation Act 2015*, and for such internal control as the Board determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board is responsible for assessing Capecare 's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intends to liquidate Capecare or to cease operations, or has no realistic alternative but to do so.

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Auditor's responsibilities for the audit of the financial report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf. This description forms part of our auditor's report.

Report on compliance with the *Charitable Collections Act 1946*

Opinion

We have audited the financial report and fundraising activities of Capecare, as required by the *Charitable Collections Act 1946* and the *Charitable Collections Regulations 1947*.

In our opinion:

(a) The financial report of Capecare has been properly prepared, and the associated records have been properly kept for the year ended 30 June 2021, in accordance with the *Charitable Collections Act 1946* and the *Charitable Collections Regulations 1947*; and

(b) Funds received as a result of fundraising activities conducted during the year ended 30 June 2021 have been properly accounted for and applied in accordance with the *Charitable Collections Act 1946* and the *Charitable Collections Regulations 1947*.

Basis for opinion

We conducted our audit in accordance with the Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of compliance with the Charitable Collections Act 1946* section of our report. Because of the inherent limitations of any assurance engagement, it is possible that fraud, error or non-compliance may occur and not be detected. An audit is not designed to detect all instances of non-compliance with the requirements described in the *Charitable Collections Act 1946* and the *Charitable Collections Regulations* 1947 as an audit is not performed continuously throughout the period and the audit procedures performed in respect of compliance with these requirements are undertaken on a test basis.

We believe that the audit evidence obtained is sufficient and appropriate to provide a basis for our opinion.

The Board's responsibilities for compliance with the *Charitable Collections Act 1946*

The Board is responsible for the compliance activities undertaken to meet the requirements of the *Charitable Collections Act 1946* and the *Charitable Collections Regulations 1947* and for the identification of risks that threaten the requirements being met and controls which will mitigate those risks and monitor ongoing compliance.

Auditor's responsibilities for the audit of compliance with the *Charitable Collections Act 1946*

Our responsibility is to express an opinion on the compliance by Capecare, in all material respects, with the financial reporting and fundraising activity requirements of the *Charitable Collections Act 1946* and the *Charitable Collections Regulations* 1947. Our audit procedures included obtaining an understanding of the internal control structure for fundraising activities and examination, on a test basis, of evidence supporting compliance with the requirements of the *Charitable Collections Act 1946* and the *Charitable Collections Regulations 1947*.

David Wall
Director
RSM Australia Pty Ltd

Perth, Western Australia
29 October 2021

Helping you live well!
capecare
Your One Link for South West Aged Care

City of Busselton
Locked Bag 1
BUSSELTON WA 6280

city@busselton.wa.gov.au

Dear Councillors and staff

REQUEST FOR RATING EXEMPTION

Capecare is writing to formally request a rates exemption for our residential care facility located at 171 Naturaliste Terrace in Dunsborough using the provisions of Section 6.26 of the Local Government Act 1995. We request this to be effective for the 2021-22 financial year onwards.

Capecare Dunsborough is the first residential care facility serving the rapidly-growing Dunsborough community and we take pride in providing a welcoming, inclusive and culturally diverse environment.

Capecare Dunsborough is the sister facility of that located at 20 Ray Avenue in Busselton.

Capecare is an independent community, Not-for-Profit organisation and a registered charity. Any profit that is generated within the organisation goes back into our residential facilities to enhance the life of all residents.

Capecare was pleased to celebrate its 60 year anniversary in 2021.

Our Vision and Mission is set out below:

PURPOSE: To deliver quality care, infrastructure and partnerships that enable people of the Capes' region to thrive in their community as they age.

VISION: Enabling people as they age, to live connected, enriched lives as valued members of the Capes' community.

VALUES:
Compassion: To act with honesty, empathy and kindness.
Respect: To be attentive and present so people feel heard, valued and acknowledged.
Partnership: To engage and work collaboratively through shared purpose to achieve goals.
Commitment: To take responsibility and strive for excellence with passion and positivity.

A portion of Dunsborough's Armstrong Reserve was gifted to aged care by the State of Western Australia and in November 2003, the City of Busselton passed a motion to "support the need for land to be set aside for age care facilities within the urban area or close to Dunsborough Township as a vital part in strategic planning for the community in the western sector of the shire."

Capecare
20 Ray Avenue
Busselton WA 6280
ABN 77 630 179 279
Ph: 08 **9750 2000**
Fax: 08 9755 4696
reception@capecare.com.au
www.capecare.com.au
Ray Village Aged Care Services Inc trading as Capecare

The Dunsborough facility comprises 2 buildings which together provides a continuum of care for residents. It comprises an 82 bed residential care facility and 21 independent living apartments.

We accepted our first residents into our new facility in August 2021. The facility comprises four wings and will be occupied one wing at a time. Residents receive care 24 hours a day and are able to receive physio and other allied health services. We cater for all care needs from respite to palliative care. We work with local GP's to provide the best care for our residents. Our residents can also make use of the onsite hairdresser and cinema room where many lifestyle activities take place.

Our 21 Independent Living Apartments cater for the over 65's with residents of varying ages and health status.

The co-location of apartments with the residential facility allows an ease of transition should health needs become greater. This also facilitates elderly couples to live close to each other and allow frequent visits should one partner require more extensive care. Since opening our facility this has proven to be valuable to our current residents whose health circumstances have changed.

Capecare has paid the rates due for the 2021-22 financial year to minimise the interest chargeable and therefore is also requesting a refund for the sum paid.

We thank you for considering our application for a rates exemption.

Please do not hesitate to contact me should you require further information.

Kind Regards

SUSAN STEVENSON
GENERAL MANAGER FINANCE

13 June 2022

12.5 Finance Committee - 2/11/2022 - RATE EXEMPTION APPLICATION - JOBS SOUTH WEST INC

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.2 Facilitate an innovative and diversified economy that supports local enterprise, business, investment and employment growth.
SUBJECT INDEX	Rates & Exemptions
BUSINESS UNIT	Finance and Corporate Services
REPORTING OFFICER	Rates Coordinator - David Nicholson
AUTHORISING OFFICER	Director Finance and Corporate Services - Tony Nottle
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Rate Exemption Application Attachment B Rate Exemption Application Statutory Declaration Attachment C Rate Exemption Application Covering Letter Attachment D Annual Report - 2021 Attachment E Property Lease Contract

This item was considered by the Finance Committee at its meeting on 2/11/2022, the recommendations from which have been considered by Council.

The committee recommendation was moved and carried.

COUNCIL DECISION

C2211/282 Moved Councillor P Carter, seconded Councillor A Ryan

That the Council:

1. **Grant rate exemption to Jobs South West Inc. for 1B 9 Harris Road, Busselton, effective 1st April 2022, under section 6.26(2)(g) of the *Local Government Act 1995*;**
2. **Agree that this rate exemption is to continue where Jobs South West Inc. confirm in writing by 30 April annually that they continue to occupy and use the property for the purposes stated in the application in Attachment A;**
3. **Continue to advocate, through the South West Zone of WALGA (SWZ), for a review of Rating Exemptions; and**
4. **Continue to note in the City's Annual Report, the total annual cost to the City of rating exemptions.**

Reasons: The Committee requested the addition of recommendations 3 and 4 as a standard to rate exemption reports, in order to continue to highlight the advocacy position of the City in relation of the review of rate exemptions and the total annual cost of rate exemptions to the City.

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council:

1. Grant rate exemption to Jobs South West Inc. for 1B 9 Harris Road, Busselton, effective 1st April 2022, under section 6.26(2)(g) of the *Local Government Act 1995*;
2. Agree that this rate exemption is to continue where Jobs South West Inc. confirm in writing by 30 April annually that they continue to occupy and use the property for the purposes stated in the application in Attachment A.

EXECUTIVE SUMMARY

An application seeking rate exemption on 1B 9 Harris Road, Busselton (the Property) was received from Jobs South West Inc. (JSW) in June 2022. The property is used to deliver services to people with disabilities, Aboriginal people, young people not engaged in employment or training, mature aged people, seniors and people underemployed.

On the basis of the application, this report recommends that rate exemption be granted under section 6.26(2)(g) of the *Local Government Act 1995* (the Act) retrospectively from 1st April 2022, being the lease commencement date.

BACKGROUND

According to the rate exemption letter, JSW is a registered charity and are not an Employment Agency nor do they have an Employment Agents Licence or receive funding from the Department of Education, Employment and Workplace Relations.

They are a Non-Government Agency funded through State and Federal Government grants, mainly the Department of Child Protection, the Department of Training and the Department of Families, Housing, Community Services and Indigenous Affairs.

The services provided by JSW are free to the community with Objectives as per its Constitution being;

a) Developing appropriate relief for people disadvantaged by their isolated geographical location particularly in relation to health, poverty, sickness, suffering, destitution, misfortune, distress and those helpless;
b) Assisting directly in the relief of poverty, sickness, suffering, distress, misfortune, destitution and helplessness by providing appropriate respite;
c) Improving access for young people and others disadvantaged groups in the labour market, to employment, education and training options;
d) Participating in and contribute to responding to the personal development, motivational and skill formation needs of the workforce of the South West of Western Australia, with the object of preparing the unemployed residents of the South West for participation in the region's workforce;
e) Designing, implement, administer and develop community services that assist residents of the south west region of Western Australia to obtain or retain paid employment, become self-employed or proceed to further education;
f) Providing relief and assistance to young people to help them overcome barriers to accessing education and training;
g) Strengthen at-risk families and promote and safeguard the wellbeing of children by supporting individuals and families at-risk or in crisis and help reduce the occurrence of all forms of abuse;

h) Applying the property and income of the Association solely towards the promotion of the objects of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to member, except in good faith in the promotion of those objects.

The Property at was leased by JSW commencing 1st April 2022 for 36 months with an option of a further 36 months. Services provided from the property are for people with disabilities, Aboriginal people, young people not engaged in employment or training, mature aged people, seniors and people underemployed.

Engagement with Western Australian Local Government Association (WALGA)

With respect more broadly to rate exemptions for charitable organisations, following a Council resolution in May 2019, the Mayor raised this issue with the South West Zone of WALGA (SWZ) at its meeting, also in May 2019. The SWZ supported the City of Busselton's view unanimously and resolved as follows:

That the SWZ:

1. *Request that WALGA continue to lobby the State Government to consider the removal of rate exemptions for charitable organisations under the Local Government Act 1995 and that an alternative position may be implementing a rebate similar to the Pensioners and Seniors Rebate Scheme.*

In response to the SWZ's resolution, WALGA advised that the SWZ's position is consistent with the following long-held sector position that:

1. *There is a need to amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997; and*
2. *Either:*
    a. *amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or*
    b. *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*

WALGA also added to its submission to the State Government following the consultation on phase 2 of the review of the Act:

> *Request that a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act.*

WALGA's advocacy position has not changed in relation to this issue and it continues to push for meaningful legislative change in this area. Until then, however, the current approach to rate exemptions due to charitable purpose remains in place.

OFFICER COMMENT

In accordance with Section 6.26(2)(g) of the Act, land is not rateable if it is used exclusively for charitable purposes.

Rate exemption applications need to be considered in two parts. The first part is to assess whether the use itself is "charitable" and the second part is to determine whether the property is being used "exclusively" for charitable purposes.

In considering the first part, that is, 'are the operations of the association considered to be a charitable use', legal opinions are consistent in defining a charitable purpose as land used for:

1. The relief of poverty;
2. The advancement of education;
3. The advancement of religion; and
4. Other purposes beneficial to the community.

It is considered that the services being provided by JSW from the Property would meet definitions 1, 2 and 4 and as such the Property would be eligible for rate exemption under section 6.26(2)(g) of the Act.

In considering the second part, that is, 'is the property being exclusively used for a charitable purpose'; this criteria is being met by JSW as they are the sole occupier of unit 1B 9 Harris Road Busselton from which the services are being provided.

In addition to the Property, JSW have other locations in Bunbury x 2, Mandurah and Manjimup. Contact with these Councils has revealed that:

- The two Bunbury locations are rate exempt
- The Mandurah location is not rate exempt but is receiving a rate concession
- The Manjimup location is being rated as it is in a commercial block of units owned by another company

No physical inspection of the Property has been undertaken as it's known use and the provided statutory declaration (Attachment B) are considered to be sufficient.

Statutory Environment

Section 6.26(2)(g) of the Act specifically states that land used exclusively for charitable purposes is not rateable.

Relevant Plans and Policies

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

Financial Implications

Granting rate exemption effective from the 1st April 2022 will result in a $6,326.24 reduction in overall rating income. This amount represents $1,496.17 for the 2021/22 and $4,830.07 for the 2022/23 financial years.

Additionally granting rate exemption will mean that approximately $4,830 plus any budgeted rate increases will not be achieved in the future.

Stakeholder Consultation

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

Risk Assessment

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

That being said, if Council choses to not grant rate exemption, then staffing and/or legal costs may be incurred if the applicant refers the matter to the State Administrative Tribunal (SAT) for a review of the decision. And it is considered a high probability that SAT will reverse Council's decision.

Options

As an alternative to the proposed recommendation, Council could decline the rate exemption application on the basis that it considers the Property to be rateable under the Act. As stated above, this is not recommended based on the risks associated with declining the application.

CONCLUSION

It is considered that the property use at 1B 9 Harris Road, Busselton is charitable in nature and as such is eligible for rate exemption under section 6.26(2)(g) of the Act.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

If rate exemption is granted on 1B 9 Harris Road, Busselton then it would be applied retrospectively from the 1st April 2022, being the lease commencement date.

APPLICATION FOR RATES EXEMPTION

Local Government Act 1995 – Section 6.26

Privacy

The personal information collected on this form will only be used by the City of Busselton for the sole purpose of providing requested and related services. Information will be stored securely by the City and will not be disclosed to any third parties without your express written consent.

Copyright

I authorise the City of Busselton to reproduce any attachments provided with this form for internal purposes only.

City of Busselton
2 Southern Drive
Busselton WA 6280
Locked bag 1
Busselton WA 6280

ABN 87 285 608 991

Phone: (08) 9781 0444
Facsimile: (08) 9432 4634
Email: city@busselton.wa.gov.au
Web: www.busselton.wa.gov.au

This application form is to be used by organisations seeking exemption from rates, pursuant to the provisions of Section 6.26 of the Local Government Act 1995. The application for exemption will be checked based on the information you have provided, and you will be advised of the outcome in due course. Please attach all additional documents requested, as failure to do so may result in the application being refused.

Please note that this exemption application will only be considered where the properties rating assessment is up to date. Any approved exemption will be on rates only with Emergency Services Levy and other service charges such as waste services remaining payable. Any overpayment as a result of rate exemption being approved will be refunded. Properties which are granted rate exemption are subject to periodic reviews to ensure continued approval.

Instructions: Please print clearly in the spaces provided.

1. PROPERTY ADDRESS DETAILS

Street address	1B / 9 Harris Road
Suburb	Busselton
Post code	6280

Property Reference Number (if known)	

2. WHAT IS THE CURRENT USE OF THE PROPERTY? Please provide full details:

Training and Community Services

3. PROPERTY OWNER DETAILS

Organisation	Frank Steven Wallner and Heather Grace Klein atf WallnerFamily Trust ABN 66 640 673 510
Property owner *(if different to above)*	C/- Professionals South West
Postal address *(including post code)*	PO Box 468 Busselton WA 6280
Telephone	9754 1522
Facsimile	
Mobile	
E-mail	carol@profsbsn.com.au

4. APPLICANT DETAILS

Contact Person	Catherine Barnes
Position Title	CEO
Postal address *(including post code)*	Level 1, Lotteries House, 101 Victoria Street Bunbury WA 6230
Telephone	9721 5033
Facsimile	
Mobile	0404823644
E-mail	posy@jsw.org.au

5. ORGANISATION INFORMATION

Is/does the organisation:

An incorporated body as per the Associations Incorporated Act 1987? *(If **yes**, provide a Certificate of Incorporation)*	☑ Yes	☐ No
Considered "not for profit"?	☑ Yes	☐ No
Have a tax exemption from the Australian Tax Office (ATO)? *(If yes, provide a certificate of tax exemption from the ATO)*	☑ Yes	☐ No
Leasing the property? *(If yes, provide a copy of the lease and confirm if the lessee is responsible for payment of the rates)*	☑ Yes	☐ No
Have planning approval for the land use of the property? *(A site inspection may be required before the application is processed) not sure. Used as an office the same as the owners of the property. No food prep or industrial machinery. Computer based training.*	☑ Yes	☑ No

6. DOCUMENTATION REQUIREMENTS

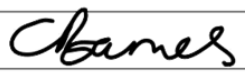
Please provide the following documentation with this application:

- ☐ Formal request for rate exemption on the organisation's letter head that includes a written statement outlining the nature of the Organisation's operations, including the following details:
  - Use and occupancy of the property
  - Type of service provided (e.g. food, accommodation etc)
  - Frequency of service provision (e.g. full-time, daily, weekly etc)
  - Whether any payment is received for the services provided by the organisation;
- ☑ Copy of the organisation's constitution;
- ☑ Copy of the organisation's current certificate of incorporation;
- ☑ A statutory declaration from the organisation confirming the exact purpose for which the whole of the property is being used for;
- ☑ A plan of the property, showing all buildings and outbuildings **OR**
- ☐ Floor plan of the leased property area if only part of the property is the subject of this application.
- ☑ A copy of the organisations current years audited financial statements and details of its financial and funding support;
- ☑ Copies of any other relevant documentation that the organisation considers will support this application;

---

7. AUTHORISATION

By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.

Name	Catherine Barnes
Position Title	CEO
Organisation	Jobs South West Inc T/A JSW Training and Community Services
CEO/Trustee Signature	

OFFICE USE ONLY

1. CONSIDERATIONS

Approval with the City's Town Planning Scheme? YES ☐ NO ☐

Has the property been inspected? YES ☐ NO ☐

Recommend for non-rateable status? YES ☐ NO ☐

Section 6.26 (2) of the Local Government Act 1995 classification	
Person/s or Classes of Persons Affected by this decision	

Reason for non-rateable status:

New Application ☐ Review of Exemption ☐

Amount of rates to be exempted and date to be commenced from (if applicable):

Amount: $	Data (from): Click here to enter a date.

Rubbish bin changes to be levied and dates to be applicable from:

Amount: $	Data (from): Click here to enter a date.

Note: The approval will be for a period of 3 years, unless circumstances change.

2. DECISION – DELEGATED AUTHORITY (3.40)

Approving officer sub-delegated by the CEO to approve the granting of rate exemption status in accordance with the Local Government Act 1995.

Name	
Position	
Signature	

Determination by delegated officer:

☐ DENIED for non-rateable status ☐ APPROVED for partial non-rateable status ☐ APPROVED for non-rateable status

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

APPLICATION FOR RATES EXEMPTION UNDER SECTION 6.26 OF THE LOCAL GOVERNMENT ACT 1995. STATEMENT OF PROPERTY USE

(1) Christian name or names and surname of declarant in full	(1) **I** Catherine Barnes
(2) Address	(2) **Of** 13 Othello Quays Coogee WA 6163 **In the State of Western Australia**
3) Occupation	(3) Chief Executive

Sincerely declare as follows:-

The property located at	1b / 9 Harris Road Busselton
is used by	Jobs South West Inc t/a JSW Training and Community Services
for the purposes of	Community support activities and offices.
for the period from 1/4/2022	to 1/4/2025 .

The applicant agrees to advise the City of Busselton immediately that there is **ANY** change to the purpose/s as stated above.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*

Declared at Coogee

this 16 day of June 2022

In the presence of Kenneth Jan Lee
(Signature of authorised witness)

Accountant.
(Name of authorised witness and qualification as such a witness)

(4) Signature of person making the declaration

C Barnes

(4)

***Important** This Declaration must be made before any of the following persons:-

JSW TRAINING & COMMUNITY SERVICES
Making a positive difference to people's lives

BUNBURY | BUSSELTON | MARGARET RIVER | MANJIMUP
Freecall 1800 641 375 | Email: info@jsw.org.au | for all branches
PO Box 998, Bunbury WA 6231 | 08 9721 5033

17 June 2022

Chief Executive Officer
City of Busselton
2 Southern Drive
Busselton WA 6280

Dear Sir

Jobs South West Inc (JSW Training & Community Services) would like to apply for a rates exemption for 1b /9 Harris Road Busselton which we currently lease.

JSW is a registered charity that provides services exclusively to people with disabilities, Aboriginal people, young people not engaged in employment education or training, , mature aged people, seniors and people who are under-employed.

Jobs South West Inc is not an Employment Agency, it does not have an Employment Agents Licence, does not receive any funds from the Department of Education, Employment and Workplace Relations, It is a Non-Government Agency funded through State and Federal Government grants, mainly the Department of Child Protection, the Department of Training and the Department of Families, Housing, Community Services and Indigenous Affairs. Our services are free to the people in the community who need assistance and support and our premises are used exclusively for charitable purposes. Jobs South West Inc's objectives as defined in our Constitution are;

a) "To develop appropriate relief for people disadvantaged by their isolated geographical location particularly in relation to health, poverty, sickness, suffering, destitution, misfortune, distress and helplessness".

b) "To assist directly in the relief of poverty, sickness, suffering, distress, misfortune, destitution and helplessness by providing appropriate respite"

c) "To improve access for young people and others disadvantaged groups in the labour market, to employment, education and training options."

BUNBURY | BUSSELTON | MARGARET RIVER | MANJIMUP
Freecall 1800 641 375 | Email: info@jsw.org.au | for all branches
PO Box 998, Bunbury WA 6231 | 08 9721 5033

d) "To participate in and contribute to responding to the personal development, motivational and skill formation needs of the workforce of the South West of Western Australia, with the object of preparing the unemployed residents of the South West for participation in the region's workforce."

e) "To design, implement, administer and develop community services that assist residents of the south west region of Western Australia to obtain or retain paid employment, become self-employed or proceed to further education"

f) "To provide relief and assistance to young people to help them overcome barriers to accessing education and training"

g) "To strengthen at-risk families and promote and safeguard the wellbeing of children by supporting individuals and families at-risk or in crisis and help reduce the occurrence of all forms of abuse"

Please find attached all relevant paperwork as requested, should you need any further information please do not hesitate to contact me on 0481101369 or via email kenv@jsw.org.au.

Yours faithfully

Ken van Lit
Business Manager

Job South West
ABN 31 081 676 271

Annual Report 2021

Job South West
ABN 31 081 676 271

Annual Report 2021

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Job South West Board Report

Job South West Board submits the financial accounts of Job South West for the financial year ended 30 June 2021.

The names of Job South West Board in office at any time during or since the end of the year are:

- Julie Mitchell – Chairperson
- Angela Roberts – Deputy Chairperson
- Richard Cardwell – Secretary/Treasurer
- Catherine Barnes – Board Member
- Ethan Chadd – Board Member
- Haylee Harich – Board Member
- Michelle Gowegati – Board Member

The principal activities of Job South West are to provide the opportunity of improving the overall welfare of young people, and the general community, by creating a learning environment that offers positive life experiences and opportunities for ongoing skills development and employment.

There were no significant changes in the nature of Job South West's principal activities during the financial year.

The surplus for the financial year amounted to $963,583 (2020: profit of $111,214).

A review of the operations of Job South West during the financial year and the results of those operations found an increase in revenues of 51% to $3,357,325 (2020: $2,230,268). Job South West's surplus has increased on last year by 766% to a profit of $963,583 (2020: $111,214). Revenue grew by 51% primarily due to Job Keeper support received during the year.

Job South West's net asset position has increased by 153% to $1,594,935 as at 30 June 2021 (2020: $631,369).

Likely developments in the operations of Job South West and the expected results of those operations in future financial years have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to Job South West.

Job South West's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

No person has applied for leave of Court to bring proceedings on behalf of Job South West or intervene in any proceedings to which Job South West is a party for the purpose of taking responsibility on behalf of Job South West for all or any part of those proceedings. Job South West was not a party to any such proceedings during the year.

There has not been any matter or circumstance occurring subsequent to the end of the financial year that has significantly affected, or may significantly affect, the operations of Job South West, the results of those operations, or the state of affairs of Job South West in future financial years.

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is an auditor of Job South West.

Job South West has paid premiums to insure each of the directors against liabilities for costs and expenses incurred by them in defending any legal proceedings arising out of their conduct while acting in the capacity of director of Job South West and its subsidiaries, other than conduct involving a wilful breach of duty in relation to Job South West.

Job South West Board Report

Auditor's Independence Declaration

The lead auditor's independence declaration is set out on page 3 of the report for the year ended 30 June 2021.

Signed in accordance with a resolution of the Board of Directors:



Julie Mitchell
Chairperson

DATED at PERTH this 20th day of September 2021.

Auditors Independence Declaration

Jack Barker Family Trust T/A
JACK BARKER
Registered Company Auditor No. 13809
ABN 39 572 331 976

93 Carawatha Avenue
Mount Nasura WA 6112
Telephone 9497 3501
Mobile 0411 168 719
Email jbarker@iinet.net.au

Auditors Independence Declaration to the Board of Directors of JOBS SOUTH WEST INC

In relation to my audit of the financial report of Jobs South West Inc
For the Year Ended 30th June 2021, to the best of my knowledge and belief, there have been no contraventions of the auditor independence requirements of the Corporations Act 2001 sec 307c or any applicable code of professional conduct in relation to the audit.

W J BARKER NTAA AUDITOR

7th September 2021

Statement of Profit or Loss and Other Comprehensive Income

for the year ended 30 June 2021

	Note	2021 $	2020 $
Revenue	2	3,357,325	2,230,268
Salaries and Wages		1,566,099	1,515,499
Salary Related Expenses		151,413	138,603
Office and Administrative Expenses		368,741	302,440
Property and Building Expenses		233,506	125,534
Depreciation and Amortisation		73,805	34,822
Interest Expense		179	2,156
Surplus/(Deficit) for the year		963,583	111,214
Other comprehensive income		-	-
Total comprehensive income / (loss) for the year		963,583	111,214

The accompanying notes form part of these financial accounts

Statement of Financial Position

as at 30 June 2021

	Note	2021 $	2020 $
CURRENT ASSETS			
Cash and cash equivalents	3	1,939,414	706,190
Trade and other receivables	4	71,900	63,058
TOTAL CURRENT ASSETS		2,011,314	769,248
NON CURRENT ASSETS			
Property, plant and equipment	5	50,677	103,082
TOTAL NON-CURRENT ASSETS		50,677	103,082
TOTAL ASSETS		2,061,991	872,330
CURRENT LIABILITIES			
Trade and other payables	6	317,039	80,840
Provisions	7	125,000	100,000
TOTAL CURRENT LIABILITIES		442,038	180,840
NON CURRENT ASSETS			
Financial Liabilities		-	31,968
Provisions	7	25,000	28,152
TOTAL NON-CURRENT LIABILITIES		25,000	60,120
TOTAL LIABILITIES		467,037	240,961
NET ASSETS		1,594,952	631,369
EQUITY			
Retained Profits		1,594,952	631,369
TOTAL EQUITY		1,594,952	631,369

The accompanying notes form part of these financial accounts

Statement of Changes in Equity

for the year ended 30 June 2021

	Note	Retained Profits	Total
		$	$
Balance at 1 July 2019		520,155	520,155
Surplus/(Deficit) for the year		111,214	111,214
Other comprehensive income		-	-
Total comprehensive income for the year		111,214	111,214
Transfers to/(from) reserves		-	-
Balance at 30 June 2020		631,369	631,369
Balance at 1 July 2020		631,369	631,369
Surplus/(Deficit) for the year		963,583	963,566
Total comprehensive income for the year		963,583	963,566
Transfers to/(from) reserves		-	-
BALANCE AT 30 June 2021		1,594,952	1,594,935

The accompanying notes form part of these financial accounts

Cash Flow Statement

for the year ended 30 June 2021

	Note	2021 $	2020 $
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers		1,057,021	220,080
Receipts from government		2,418,580	2,010,189
Payments to suppliers and employees		(2,188,831)	(2,034,654)
Net Cash Provided by/(Used in) Operating Activities	9(b)	1,286,770	195,615
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of property, plant and equipment		(21,399)	-
Net Cash Used in Investing Activities		(21,399)	-
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of borrowings		(32,147)	(25,954)
Net Cash Used in Financing Activities		(32,147)	(25,954)
Net increase/(decrease) in cash held			
Cash at the beginning of the year		706,190	536,529
Cash at the end of the year	9(a)	1,939,414	706,190

The accompanying notes form part of these financial accounts

Notes to the Financial Statements

for the year ended 30 June 2021

NOTE 1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Job South West is a not-for-profit company incorporated and domiciled in Australia. The registered office is Unit 1, 101 Victoria St Bunbury WA 6230 Australia. Job South West Board have prepared the financial statements on the basis that Job South West is a non-reporting entity as there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the *Australian Charities and Not-for-profits Commission Act 2012 (*"the ACNC Act"*),* the recognition and measurement requirements of all Australian Accounting Standards and Interpretations, and the disclosure requirements.

a. Basis of Preparation

Reporting Basis and Conventions

The special purpose financial report prepared in accordance with:

- Australian Accounting Standards (AAS) and interpretations as issued by the Australian Accounting Standards Board (AASB); and
- The Corporations Act 2001

The financial report has been prepared on a historical cost except for, where applicable, the revaluation of certain classes of plant and equipment and available-for-sale investments which are measured at fair value. The presentation currency is Australian dollars.

b. Income Tax

Job South West is exempt from income tax pursuant to section 50-B of the Income Tax Assessment Act 1997.

c. Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Plant and equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by the SMYL Board to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Motor Vehicles

Motor Vehicles are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by Job South West Board to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Leasehold Improvements

Leasehold Improvements are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by Job South West Board to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Depreciation

The depreciable amount of all fixed assets including building and capitalised lease assets, but excluding freehold land, is depreciated on a straight line basis over their useful lives to Job South West commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

Notes to the Financial Statements

for the year ended 30 June 2021

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Equipment	33%
Motor vehicles	20%
Leasehold improvements	10%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation reserve relating to that asset are transferred to retained earnings.

d. Impairment of Assets

At the end of each reporting period, Job South West reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the statement of comprehensive income.

e. Contract liabilities

Contract liabilities represent Job South West's obligation to transfer goods or services to a customer and are recognised when a customer pays consideration, or when Job South West recognises a receivable to reflect its unconditional right to consideration (whichever is earlier) before Job South West has transferred the goods or services to the customer.

f. Provisions

Provisions are recognised when Job South West has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

g. Employee Benefits

Provision is made for Job South West's liability for employee benefits arising from services rendered by employees to the end of the reporting period.

h. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of 12 months or less, and bank overdrafts. Bank overdrafts are shown within financial liabilities in current liabilities on the statement of financial position.

i. Revenue

Revenue is measured at the fair value of the consideration received or receivable, and net of the amount of goods and services tax (GST). Any GST payable to the taxation authority is included within trade and other payables (net of the amounts receivable).

Revenue in relation to tuition fees, subject levies and other receipts is recognised upon delivery of the services by Job South West. Revenue in relation to the sale of goods is recognised when the goods pass to the buyer.

Government grants (recurrent and capital in nature) are brought to account when the funds are received. Other grants are recognised when there is reasonable assurance that Job South West will comply with the conditions attached to them.

Interest revenue is accrued on a time basis by reference to the principal outstanding and the effective interest rate applicable. Dividend revenue is recognised when the right to receive payment has been established (provided that it is probable that the economic benefits will flow to the School and the amount of the income can be measured reliably).

All other revenue is recognised on an accruals basis.

Notes to the Financial Statements

for the year ended 30 June 2021

j. Goods and Services Tax ("GST")

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office ("ATO"). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

k. Comparative Figures

Comparative figures have been adjusted to conform to changes in presentation for the current financial year where required by Accounting Standards or as a result of changes in accounting policy.

l. Critical Accounting Estimates and Judgements

The directors evaluate estimates and judgements incorporated into these financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data obtained both externally and within Job South West.

m. New standards and interpretations not yet adopted

In the year ended 30 June 2021, Job South West has reviewed all of the new and revised Standards and Interpretations issued by the AASB that are relevant and applicable to its operations and effective for the current annual reporting period.

It has been determined by Job South West that there is no impact, material or otherwise, of the new and revised Standards and Interpretations on its business given it is special purpose and, therefore, no change is necessary to College's accounting policies.

Job South West has also reviewed all new Standards and Interpretations that have been issued but are not yet effective for the period ended 30 June 2021. As a result of this review the directors have determined that there is no impact, material or otherwise, of the new and revised Standards and Interpretations on its business and, therefore, no change necessary to College's accounting policies.

Notes to the Financial Statements

for the year ended 30 June 2021

	2021 $	2020 $
NOTE 2. REVENUE		
Revenue:		
– Service Delivery Operation	2,418,580	2,010,189
– Other Funding	218,795	220,079
– Job Keeper	719,950	-
Total Revenue	3,357,325	2,230,268
NOTE 3. CASH AND CASH EQUIVALENTS		
Cheque Account	1,932,414	699,190
Security Deposit	7,000	7,000
	1,939,414	706,190
NOTE 4. TRADE AND OTHER RECEIVABLES		
CURRENT		
Trade debtors	83,900	75,058
Provision of doubtful Debts	(12,000)	(12,000)
	71,900	63,058
NOTE 5. PROPERTY, PLANT AND EQUIPMENT		
Motor Vehicles		
Cost	99,421	78,022
Opening balance	78,022	78,022
Additions	21,399	-
Balance at year end	99,421	78,022
Accumulated Depreciation		
Opening balance	15,604	15,604
Charge	33,140	-
Balance at year end	48,744	15,604
Computers		
Cost	5,434	5,434
Opening balance	5,434	5,434
Additions	-	-
Balance at year end	5,434	5,434

Notes to the Financial Statements

for the year ended 30 June 2021

	2021 $	2020 $
Accumulated Depreciation		
Opening balance	1,811	1,811
Charge	3,623	-
Balance at year end	5,434	1,811
Equipment		
Cost	48,880	48,880
Opening balance	48,880	48,880
Additions	-	-
Balance at year end	48,880	48,880
Accumulated Depreciation		
Opening balance	16,293	16,293
Charge	32,587	-
Balance at year end	48,880	16,293
Leasehold Improvements		
Cost	5,568	5,568
Opening balance	5,568	5,568
Additions	-	-
Balance at year end	5,568	5,568
Accumulated Depreciation		
Opening balance	1,114	-
Charge	4,454	1,114
Balance at year end	5,568	1,114
Total property, plant and equipment	50,677	103,082

Notes to the Financial Statements

for the year ended 30 June 2021

	2021 $	2020 $
NOTE 6. TRADE AND OTHER PAYABLES		
CURRENT		
Unsecured Liabilities:		
Trade creditors	317,039	83,934
	317,039	83,934
NOTE 7. PROVISIONS		
CURRENT		
Employee benefits – Annual leave	100,000	103,152
Employee benefits – Long service leave	25,000	25,000
	125,000	128,152
NON CURRENT		
Employee benefits – Long service leave	25,000	-
NOTE 8.		
(a) **Reconciliation of Cash**		
Cash at the end of the financial year as shown in the cash flow statement is reconciled to the related items in the statement of financial position as follows:		
Cash at bank	1,939,414	706,190
(b) **Reconciliation of Cash Flow from Operations with Surplus/(Deficit) for the year**		
Surplus/(Deficit) for the year	963,583	111,214
Non-cash flows in surplus from ordinary activities		
Depreciation and amortisation	73,805	34,822
Annual Leave Provision	21,848	20,000
Adjustment	177	2,156
Changes in assets and liabilities		
(Increase)/decrease in trade and other receivables	(8,842)	54,470
Increase/(decrease) in trade and other payables	236,199	(27,047)
Net Cash Flow provided by/(used in) Operating Activities	1,286,770	195,615

Notes to the Financial Statements

for the year ended 30 June 2021

	2020 $
NOTE 9. COMMITMENTS	
Operating lease commitments contracted for rent and other:	
Payable:	
- Not later than 12 months	63,948
- Between 12 months and 5 years	60,846
- Greater than 5 years	-
	124,794

NOTE 10. CONTINGENT LIABILITIES

Job South West did not have any contingent liabilities at balance date.

NOTE 11. EVENTS SUBSEQUENT TO BALANCE DATE

No matters have arisen since the year ended 30 June 2021, which are not otherwise dealt with in this report that have significantly affected the operations of JSW, the results of its operation or state of affairs of JSW in subsequent periods.

Statement by Job South West Board

Job South West Board has determined that Job South West is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to the financial statements.

Job South West Board declares that, in its opinion:

(a) the financial statements set out on pages 4 to 14 are in accordance with the Australian Charities and Not-for-profits Commission Act 2012, including:

(i) give a true and fair view of the financial position as at 30 June 2021 and of the performance for the year ended on that date of Job South West in accordance with the accounting policies disclosed in Note 1;

(ii) comply with Australian Accounting Standards as described in Note 1 to the financial statements.

(b) there are reasonable grounds to believe that Job South West will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of Job South West Board.

Julie Mitchell
Chairperson

Richard Cardwell
Treasurer

DATED at PERTH this 25th day of September 2021

Independent Audit Report

Jack Barker Family Trust T/A
JACK BARKER
Registered Company Auditor No. 13809
ABN 39 572 331 976

93 Carawatha Avenue
Mount Nasura WA 6112
Telephone 9497 3501
Mobile 0411 168 719
Email jbarker@iinet.net.au

TO JOBS SOUTH WEST INC

Scope

I have audited the attached financial statements for the year ended 30 June 2021. The Association is responsible for the preparation and presentation of the financial statements and the information obtained therein. I have conducted an independent audit of the financial statements in order to express an opinion on them to the members.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. My procedures included examination, on a test basis of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the financial report is presented fairly in accordance with the requirements so as present a view of the Association which is consistent with our understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

Audit

In my opinion the financial reports of Jobs South West Inc present fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements the financial position as at 30 June 2021 and the results of its operations for the year then ended.

W J BARKER NTAA – Auditor
7th September 2021

contract to lease commercial / industrial premises
by offer and acceptance (other than retail premises)

REIWA Professionals

CONTRACT TO LEASE COMMERCIAL / INDUSTRIAL PREMISES BY OFFER AND ACCEPTANCE (OTHER THAN RETAIL PREMISES)

To: Carrigan Pty Ltd ABN 63 009 339 780 ACN 009 339 780Trading as Professionals South West - Busselton Office
104 Queen Street(PO Box 468), Busselton, WA, 6280 P 08 9754 1522. E reception@profsbsn.com.au.

(agent's name and address) As Agent for the Lessor

I/We ("the Lessee")

Full Name: Jobs South West Inc

Address: 1st Floor, 101 Victoria Street, Bunbury WA 6230

Tel: Work: 08 9721 5033 Mobile: 0448 276 128 Fax:

Email: angela@jsw.org.au ACN/ABN: 31 081 676 271

Full Name:

Address:

Tel: Work: Mobile: Fax:

Email: ACN/ABN:

Trading as: JSW Training & Community Services

hereby offer to lease the premises known as

1B/9 Harris Road Busselton WA 6280

as described in the Schedule on the terms and conditions set out in the Schedule

From the Lessor:

Full Name: FS Wallner & HG Klein as Trustees for the Wallner Family Trust

Address: PO Box 1148
Busselton WA 6280

Tel: Work: c/- 08 9754 1522 Mobile: Fax:

Email: trevor@profsbsn.com.au ACN/ABN: 66 640 673 510

Trading as:

GUARANTORS (full names)

contract to lease commercial / industrial premises by offer and acceptance (other than retail premises)

REIWA Professionals

SCHEDULE

1. **PREMISES TO BE LEASED including fixtures, fittings and accessories**

Suite 1B/9 Harris Road Busselton WA

having an area of 16 3 m2 ;m2 approximately, shown on the Plan annexed (if any), together with a licence to use the car bays as indicated on the Plan.

2. **LAND**

Lot Part 108 on ~~Survey, /Strata, /Green Land, /Plan, /Diagram~~ 89182

and being the ~~whole~~ /part of the land in Certificate of Title Volume 2080 Folio 354

3. **LEASE TERM**

Thirty six(36) months commencing on the 1st (estimated) day of April 20 22

and expiring at midnight on the 31st day of March 20 25

4. **PAYMENT OF RENTAL**

(i) Monthly Rent (Rent is exclusive of GST, see clause 27)

~~Fixed rental payable~~ one (1) month in advance or the first day of each calendar month will be

$ 3463.75 (in words) Three thous and four hundred & sixty thr ee dollars & 75 cents

(ii) **Deposit**

Payment of two (2) months rent and pro rata outgoings and car parking or $ See special conditions , of which

$ - is paid herewith and $ - shall be paid within - days of acceptance. The deposit will be held by the Lessor's Agent as stakeholder, and will be refundable in full in the event that this offer is not accepted.

(iii) **Rent Review Method and Dates**

On the relevant rent review date referred to below the annual rental will be increased by the Method of Rent Review referred to below ("Method").

During the Term:

Method	B	Review Date 1 Apr il 2023	Method		Review Date
Method	B	Review Date 1 April 2024	Method		Review Date
Method		Review Date	Method		Review Date

During the Further Term:

Method	A	Review Date 1 April 2025	Method		Review Date
Method	B	Review Date 1 April 2026	Method		Review Date
Method	B	Review Date 1 April 2027	Method		Review Date

Insert A, B, C, D or E for the Method of Rent Review.

A. Market Rent
B. Consumer Price Index (Perth All Groups) ("CPI")
C. - % increase of the previous year's rental
D. Greater of Market Rent and CPI;
E. Other Method

A. Market Rent

The rental is to be agreed between the Lessor and Lessee and failing agreement the Lessor will give the Lessee a notice setting out the new rent that is to apply from the relevant review date. If the Lessee does not agree to the proposed new rent then the Lessee has ten (10) Business Days after service of the Lessor's notice in which to dispute the new rent. If the Lessee does not dispute the new rent the Lessee is taken to have agreed the Lessor's proposed new rent. If disputed then the Market Rent will be determined by a valuer of appointed by the President for the time being of the Australian Property Institute (Inc) (WA Division) at the request of either the Lessor or the Lessee. The valuer's costs will be shared equally.

B. CPI

The rent will be determined in accordance with the following formula:

CPI Rent = $R \times \frac{C}{P}$ Where R = the Rent payable immediately prior to the relevant Rent Review Date
C = the Current CPI
P = the Previous CPI

C. Percentage Increase

The reviewed rental will be the rent applicable immediately before the rent review date increased by the percentage specified above on that rent review date.

D. Greater of Market or CPI

The reviewed rental will be the greater of the Market Rent and CPI Rent on that rent review date.

E. Other

The Rent applicable immediately before the rent review date will be increased by that method on that rent review date.

The reviewed rental cannot be less than the rental payable in the immediately preceding period.

contract to lease commercial / industrial premises by offer and acceptance (other than retail premises)

REIWA Professionals

00003863955

5 OPTION OF RENEWAL

(i) The Lessee will have the option to renew the Lease for a further term of 36 months at the expiry of the initial term and then the following further options to renew for a further term of - months and a further term of - months.

Should a rent review be required at the expiry of the initial term or renewed term, then such rental will be reviewed by the methods referred to in clause 4. The option will be exercised not more than six (6) months (inclusive) nor less than three (3) months (inclusive) prior to the expiration of the initial term or each renewal term (as applicable).

(ii) In the event that the option is not granted or is not exercised the Lessee will remain in occupation as a monthly tenant under the same terms and conditions if the Lessor consents to the holding over.

6. OUTGOINGS

The Lessee agrees to pay the Outgoings set out below. Where the leased premises represent a proportion of the building described above, such Outgoings will be apportioned in the ratio that the nett lettable area occupied by the Lessee bears to the total nett lettable area of the building unless otherwise stated plus GST if applicable.

Payment of Outgoings

(i) The Lessor may invoice the Lessee the Outgoings to be paid by the Lessee within ten (10) Business Days after demand.

(ii) The Lessor may estimate the Outgoings and issue equal calendar monthly instalments of Outgoing items in accordance with a statement forwarded by the Lessor or the Lessor's Agent on an annual basis which will be adjusted at the expiration of the year ending 30 June each year and pro-rated should the period be less than a full twelve (12) months.

		THE LESSOR AGREES TO PAY	THE LESSEE AGREES TO PAY
(a)	Water Drainage and Sewerage Rates	☐	☑
(b)	Local Authority Rates including fire services levy	☐	☑
(c)	Land Tax and MRIT	☐	☑
(d)	Interest Charges on Outstanding Rates and Taxes	☑	☐
(e)	Water Consumed Beyond Allowance	☐	☑
(f)	Fire Services	☐	☑
(g)	Cleaning, including Window and Rubbish Removal	☐	☑
(h)	Grounds Repairs and Maintenance	☐	☑
(i)	Building Repairs and Maintenance of a Non-Structural Nature	☐	☑
(j)	Building Insurance	☐	☑
(k)	Plate Glass Insurance	☐	☑
(l)	Public Liability Insurance (to a minimum of $ 20 MILLION	☐	☑
(m)	Property Management Fees	☐	☑
(n)	Common Area, Lighting and Power	☐	☑
(o)	Security	☐	☑
(p)	Toilet Requisites	☐	☑
(q)	Hot Water Systems Running and Repairs and Maintenance	☐	☑
(r)	Electricity and Gas and Telephone Services Consumed in the leased Premises	☐	☑
(s)	Air-conditioning Running and Repairs and Maintenance	☐	☑
(t)	Escalator & Lift: Running and Repairs and Maintenance	☐	☐
(u)	Strata Company Levy	☐	☐
(v)	Pest Control	☐	☑
(w)	As per Lease	☐	☑
(x)		☐	☐
(y)		☐	☐

contract to lease commercial / industrial premises
by offer and acceptance (other than retail premises)

REIWA Professionals

7. **VOIDING INSURANCE POLICIES**

The Lessee will not do or permit to be done any act or thing which makes void existing insurance policies of the Lessor in respect of the premises or the adjoining building improvements.

8. **MAINTENANCE OF PREMISES**

The Lessee will at all times maintain the premises and plant in the same condition as existing on the date of occupancy except in respect of fair wear and tear or damage caused by acts or negligence of the Lessor or by events for which the Lessor has undertaken insurance and the Lessee will make good any damage done by the Lessee.

9. **STRUCTURAL ALTERATIONS**

No structural alterations will be made without written consent of the Lessor or the Lessor's Agent and the Lessee will reinstate the premises, if required by the Lessor, at the expiration of the agreed term or extension thereof.

10. **SIGNS**

The Lessee will not affix any sign to the premises without the prior written consent of the Lessor and any relevant Authorities and such Lessor's consent will not be unreasonably withheld.

The Lessee will be responsible for:

(a) Ensuring that the erection of any signs has the prior approval of any relevant Authorities.

(b) The removal of such signs at the expiration of the lease period or prior to delivering up possession of the premises and making good of any damage caused by removal.

(c) Maintain signs to a standard required by the Lessor and any relevant Authorities.

11. **NATURE OF BUSINESS AND USE OF PREMISES**

The nature of the business will be Community support activities & Offices and the use of the premises will be for purposes conforming to all State and / or Local Authority laws, by-laws, regulations or requirements currently in force as the case may be, the onus being on the Lessee, its clients or suppliers, to obtain the necessary approvals.

12. **COMMON AREAS**

The Lessee will be permitted gratuitous use of all common areas and in turn will do nothing which will inhibit or prevent the use of those areas by other lessees, their clients or suppliers.

13. **NUISANCES**

The Lessee will cause no nuisance to the Lessor or other lessees adjoining or adjacent to the leased premises.

14. **DEFAULTS**

If the Lessee defaults in payment of the rental referred to in this contract or any part of it is at any time in arrears or unpaid for fourteen (14) days after the same has become due (whether any formal or legal demand has been made or not) or if the Lessee will at any time default, fail or neglect to duly perform or observe any of the terms and conditions of this contract or on the part of the Lessee to be observed and performed and if the default will continue for fourteen (14) days after notice in writing will have been delivered or posted to the Lessee by the Lessor or the Lessee (or assigns in accordance with clause 20 of this Lease) will become subject to or take advantage of any law relating to bankruptcy or insolvency, or being a corporation shall go into liquidation whether compulsory or voluntary (except for the purpose of reconstruction) then and in such cases it will be lawful for the Lessor or any person or persons duly authorised by the Lessor in that behalf to enter into or upon the premises or any part thereof without liability for trespass to have again repossess and enjoy as of the former estate of the Lessor as if this Lease had not been made, the cost of such re-entry or repossession to be a cost to be borne by the Lessee, but without prejudice to the right of action or remedy of the Lessor in respect of any antecedent breach of any of the terms by the Lessee herein contained.

15. **INTEREST**

Whenever pursuant to this document the Lessee is required to make payment to the Lessor and payment has not been made by the due date then and until the full amount has been paid interest will accrue on the unpaid moneys at the rate of fifteen per centum (15%) per annum.

16. **PROPERTY CONDITION STATEMENT**

The Lessee will if required by the Lessor sign and deliver to the Lessor or the Lessor's Agent within fourteen (14) days of execution of this document a property condition statement.

17. **SECURITY BOND**

The Lessee will deposit with the Lessor's Agent a Bond of

$ 4580.13

as security for the Lessee's compliance with this document which Bond may be applied to compensate and pay the Lessor for any breach or default of this Lease by the Lessee and any costs of the Lessor relating to the same.

18. **ACCESS TO PREMISES**

The Lessee will permit the Lessor, the Lessor's Agent or consultants or contractors to have access to the leased premises at all reasonable times.

19. **NOTICES**

Notices will be deemed to be served if served in accordance with Section 135 of the Property Law Act 1969 (as amended).

20. **ASSIGNMENT AND SUBLETTING**

The Lessee will not assign, sublet or part with the possession of the leased premises unless with the prior written approval of the Lessor or his agent, such approval not to be unreasonably withheld.

21. **PREMISES DESTROYED**

If at any time during the tenancy the building the subject of this Lease will be destroyed or damaged so as to become unfit for habitation and use (provided the monies payable under any policy of insurance effected by the Lessor will not have been rendered through any act or default of the Lessee) the rent hereby reserved or a fair and just proportion thereof according to the nature and extent of the damage sustained (to be ascertained in case the parties cannot mutually agree by reference to a Licensed Valuer appointed by the Real Estate Institute of WA (Inc) will be suspended and cease to be payable until the said premises will again have been rendered fit for habitation and use.

contract to lease commercial / industrial premises by offer and acceptance (other than retail premises)

REIWA Professionals

22. CHATTELS

The Lessor's chattels described below or in any attached annexure will be included in this Lease.

A property condition report will be completed prior to occupancy.
(An air conditioning report & proof of service

23. QUIET ENJOYMENT

Provided always that all terms and conditions of the Lease have been complied with the Lessee will be entitled to enjoy peaceful occupancy of the premises.

24. LEASE DOCUMENTATION

The Lessee will on demand by the Lessor execute a REIWA Standard Commercial/Industrial Property Lease (Part A & B) or a lease prepared by the Lessor's solicitors incorporating all the details and agreements noted in this Offer and such other terms and covenants as the Lessor's solicitors consider reasonable and necessary in the circumstances. The Lessee will pay the Lessor's solicitors' fees and disbursements for preparation of the lease and all applicable stamp duty.

This Contract is executed as a deed

25. PRIORITY OF TERMS

In the event of a draft lease being appended to this Offer, the covenants of the draft lease appended to this Lease take priority over the terms of this Lease with the exception of those principal terms and conditions which are physically entered upon this Lease.

26. PEST CONTROL

The Lessee will take all proper precautions to keep the leased Premises free of cockroaches, insects, rodents and other vermin and will, if it becomes necessary, but at the cost of the Lessee, employ from time to time or periodically professional pest controllers for that purpose.

27. GST

(i) In this clause the term "GST" means any goods and services tax imposed under A New Tax System (Goods and Services Tax) Act 1999 ("GST Act") and its transitional and amending acts and regulations which is or may be levied or assessed or becomes payable in respect of rent, outgoings or in connection with the supply of the leased premises or any goods or services, facilities or others things by the Lessor to the Lessee under this contract or any extension, renewal or holding over.

(ii) The Lessee will pay to the Lessor any GST payable by the Lessor in accordance with the requirements of the GST Act. Such payments will be made by the Lessee prior to the date for payment of the GST by the Lessor or on the dates for the payment of rent, which ever is the earlier. The Lessee hereby indemnifies the Lessor in relation to the payment of any GST.

(iii) Any rent or other payment obligation stated or referred to in this contract does not include GST unless it is expressly included and GST must be paid in addition to that rent or payment obligation. Unless GST is expressly included, the consideration for any supply by the Lessor to the Lessee is increased by an amount equal to the amount of that consideration multiplied by the rate at which GST is imposed in respect of that supply.

(iv) The Lessor must provide to the Lessee a GST tax invoice as required by the GST Act

28. INDEMNITY

The Lessee indemnifies the Lessor against any claims whatsoever for any loss or damage or injury to persons, including any costs, claims or losses resulting from this Lease.

29. SPECIAL CONDITIONS

(if insufficient space refer to annexure)

29(1) Outgoings/Operating Expenses are estimated at $8400.00pa plus GST to 30 June 2022 & is based on the concessional rates being granted by the City of Busselton. In the event the City of Busselton do not grant the Lessee the concessional rate the Lessee shall pay the full amount of outgoings/operating expenses estimated at $14900.00 plus GST.

29(2) The Lessor at the Lessors expense shall remove the 3 walls separating offices 5 & 6 & the conference room as per the attached plan. Additionally the Lessor will complete any other associated works relating to the removal of the walls including electrical works, making good & repainting of walls.

29(3) The Lessee on acceptance of this offer by the Lessor will deposit to the Lessors agents trust account the amount of the bond as noted in clause 17 hereof.

29(4) The contribution of the Lessee to the cost of the Lease document to be prepared by the Lessors Solicitors(as mentioned in clause 24 hereof) will be capped at $1000.00 plus GST. Any amount over & above this will be payable by the Lessor. The Lessee shall bear its own Solicitors legal fees.

29(5) The Lessee shall have the right to five(5) dedicated on site parking bays as per the attached plan.

29(6) The Lessor agrees to remove the reception console, folding table & refrigerator from the kitchen & office furniture from office 1.

contract to lease commercial / industrial premises by offer and acceptance (other than retail premises)

REIWA Professionals

30. GUARANTEE

(i) In consideration of the Lessor accepting the Lessee's Offer to lease at the request of the Guarantors, the Guarantors named below (jointly and severally if more than one) unconditionally guarantee the due and punctual payment to the Lessor and performance of the Lessee's obligations pursuant to this contract and will indemnify the Lessor and keep the Lessor indemnified in respect of all monies which the Lessee becomes liable to pay to the Lessor and the performance of all terms, covenants, conditions and stipulations by the Lessee pursuant to this contract.

(ii) This guarantee and indemnity will not be affected by:

(a) any indulgence or concession given by the Lessor to the Lessee or the Guarantors;

(b) any variation of the provisions of this contract;

(c) the death or bankruptcy of the Lessee or the Guarantors;

(d) the Lessee's liability under this contract becoming invalid, illegal or unenforceable through any act or omission.

(Guarantor's full name, address and telephone numbers)

SIGNED BY THE GUARANTOR
(Individual)

SIGNED by

Signature

In the presence of:

Signature of Witness

Full name of Witness

Address of Witness

Occupation of Witness

(Corporation)

Full name of Corporation

ACN/ABN

EXECUTED BY THE GUARANTOR PURSUANT TO ITS CONSTITUTION AND THE CORPORATIONS ACT

Sole / Director

Full Name of Director

SIGNED BY THE GUARANTOR
(Individual)

SIGNED by

Signature

In the presence of:

Signature of Witness

Full name of Witness

Address of Witness

Occupation of Witness

(Corporation)

Full name of Corporation

ACN/ABN

EXECUTED BY THE GUARANTOR PURSUANT TO ITS CONSTITUTION AND THE CORPORATIONS ACT

Director / Secretary

Full Name of Director / Secretary

contract to lease commercial / industrial premises by offer and acceptance (other than retail premises)

REIWA 0000081639555 Professionals

on the 11th day of MARCH 20 22

SIGNED BY THE LESSEE (Individual)

SIGNED by

CATHERINE BARNES

(FULL NAME)

Signature

In the presence of:

Susan Snowball

Signature of Witness

Susan Snowball

Full name of Witness

Address of Witness

Occupation of Witness

(Corporation)

Jobs South West Inc

Full name of Corporation

31 061 676 271 ACN/ABN

EXECUTED BY THE LESSEE PURSUANT TO ITS CONSTITUTION AND THE CORPORATIONS ACT

Sole / Director

CATHERINE BARNES

Full Name of Director

SIGNED BY THE LESSEE (Individual)

SIGNED by

(FULL NAME)

Signature

In the presence of:

Signature of Witness

Full name of Witness

Address of Witness

Occupation of Witness

(Corporation)

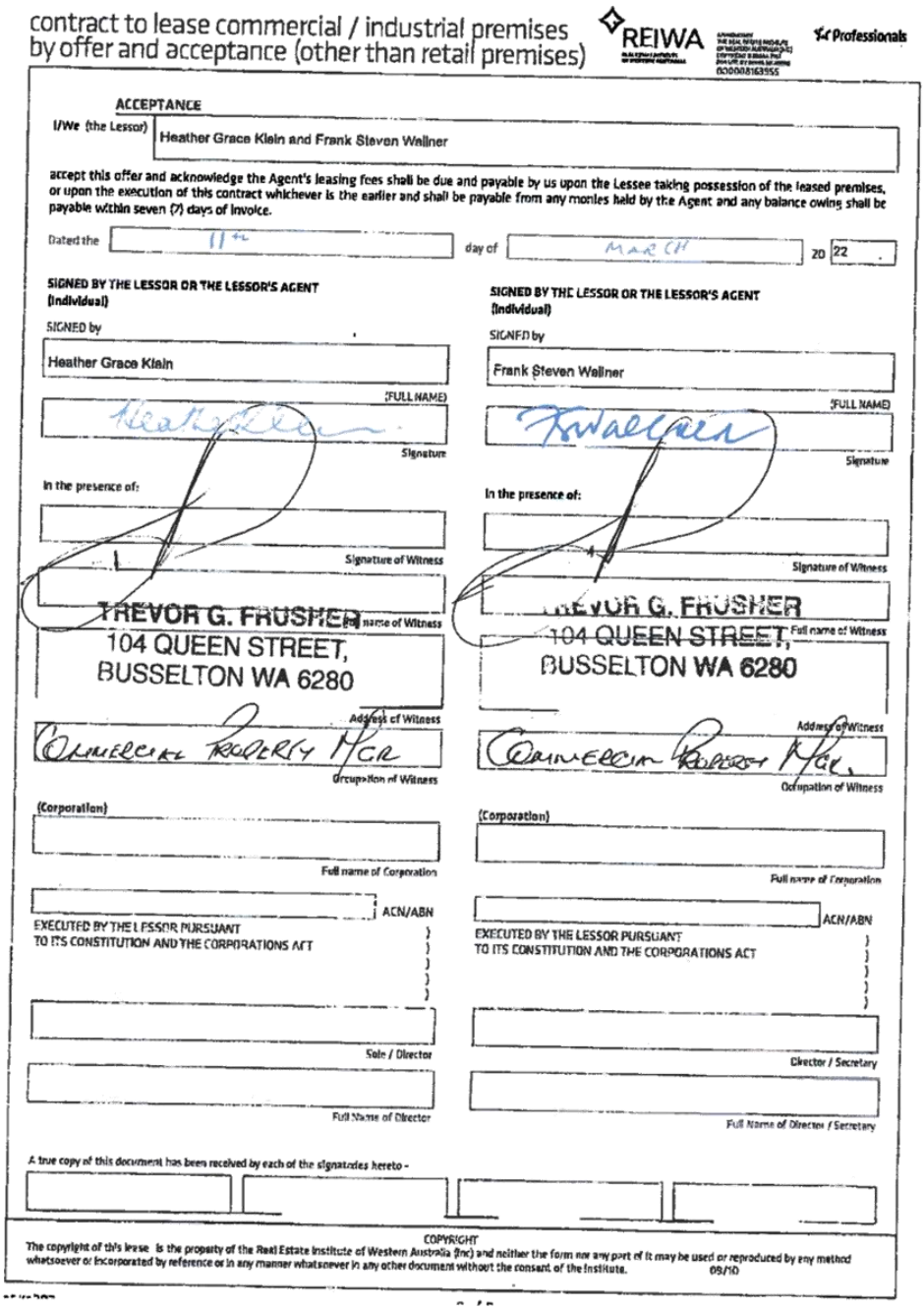
Full name of Corporation

ACN/ABN

EXECUTED BY THE LESSEE PURSUANT TO ITS CONSTITUTION AND THE CORPORATIONS ACT

Director / Secretary

Full Name of Director / Secretary



contract to lease commercial / industrial premises
by offer and acceptance (other than retail premises)

REIWA Professionals

ACCEPTANCE

I/We (the Lessor) Heather Grace Klein and Frank Steven Wellner

accept this offer and acknowledge the Agent's leasing fees shall be due and payable by us upon the Lessee taking possession of the leased premises, or upon the execution of this contract whichever is the earlier and shall be payable from any monies held by the Agent and any balance owing shall be payable within seven (7) days of invoice.

Dated the 11th day of MARCH 20 22

SIGNED BY THE LESSOR OR THE LESSOR'S AGENT (Individual)

SIGNED by

Heather Grace Klein

(FULL NAME)

Signature

In the presence of:

Signature of Witness

TREVOR G. FRUSHER

Full name of Witness

104 QUEEN STREET,
BUSSELTON WA 6280

Address of Witness

COMMERCIAL PROPERTY MGR

Occupation of Witness

(Corporation)

Full name of Corporation

ACN/ABN

EXECUTED BY THE LESSOR PURSUANT TO ITS CONSTITUTION AND THE CORPORATIONS ACT

Sole / Director

Full Name of Director

SIGNED BY THE LESSOR OR THE LESSOR'S AGENT (Individual)

SIGNED by

Frank Steven Wellner

(FULL NAME)

Signature

In the presence of:

Signature of Witness

TREVOR G. FRUSHER

Full name of Witness

104 QUEEN STREET,
BUSSELTON WA 6280

Address of Witness

COMMERCIAL PROPERTY MGR

Occupation of Witness

(Corporation)

Full name of Corporation

ACN/ABN

EXECUTED BY THE LESSOR PURSUANT TO ITS CONSTITUTION AND THE CORPORATIONS ACT

Director / Secretary

Full Name of Director / Secretary

A true copy of this document has been received by each of the signatories hereto -

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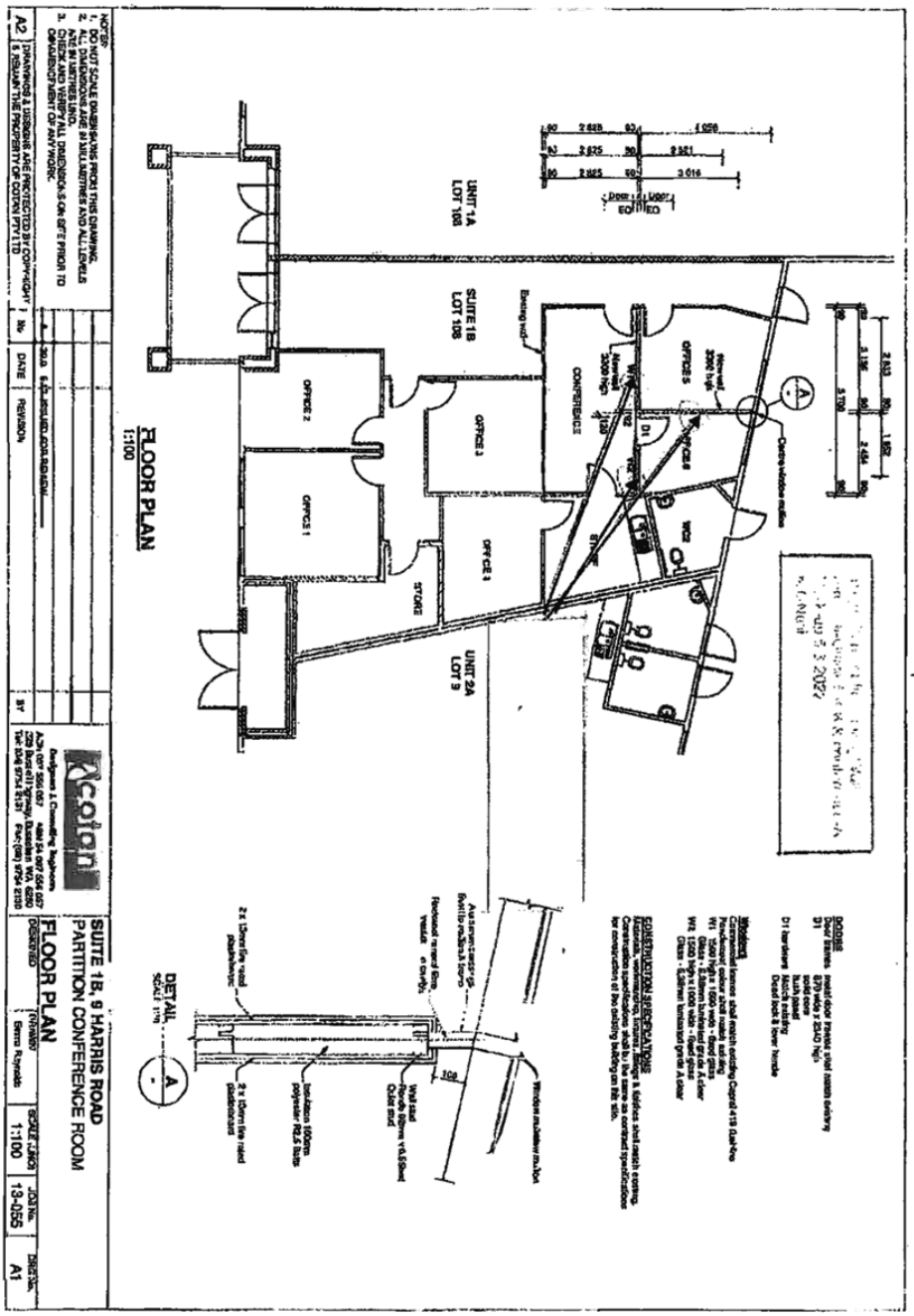
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SUITE 1B
LOT 108
UNIT 2A
LOT 9
OFFICE 5
CONFERENCE
OFFICE 4
OFFICE 3
OFFICE 2
OFFICE 1
STORE
WC2
WC1
DETAIL
SCALE 1:10
SUITE 1B, 9 HARRIS ROAD
PARTITION CONFERENCE ROOM
FLOOR PLAN
1:100
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A2
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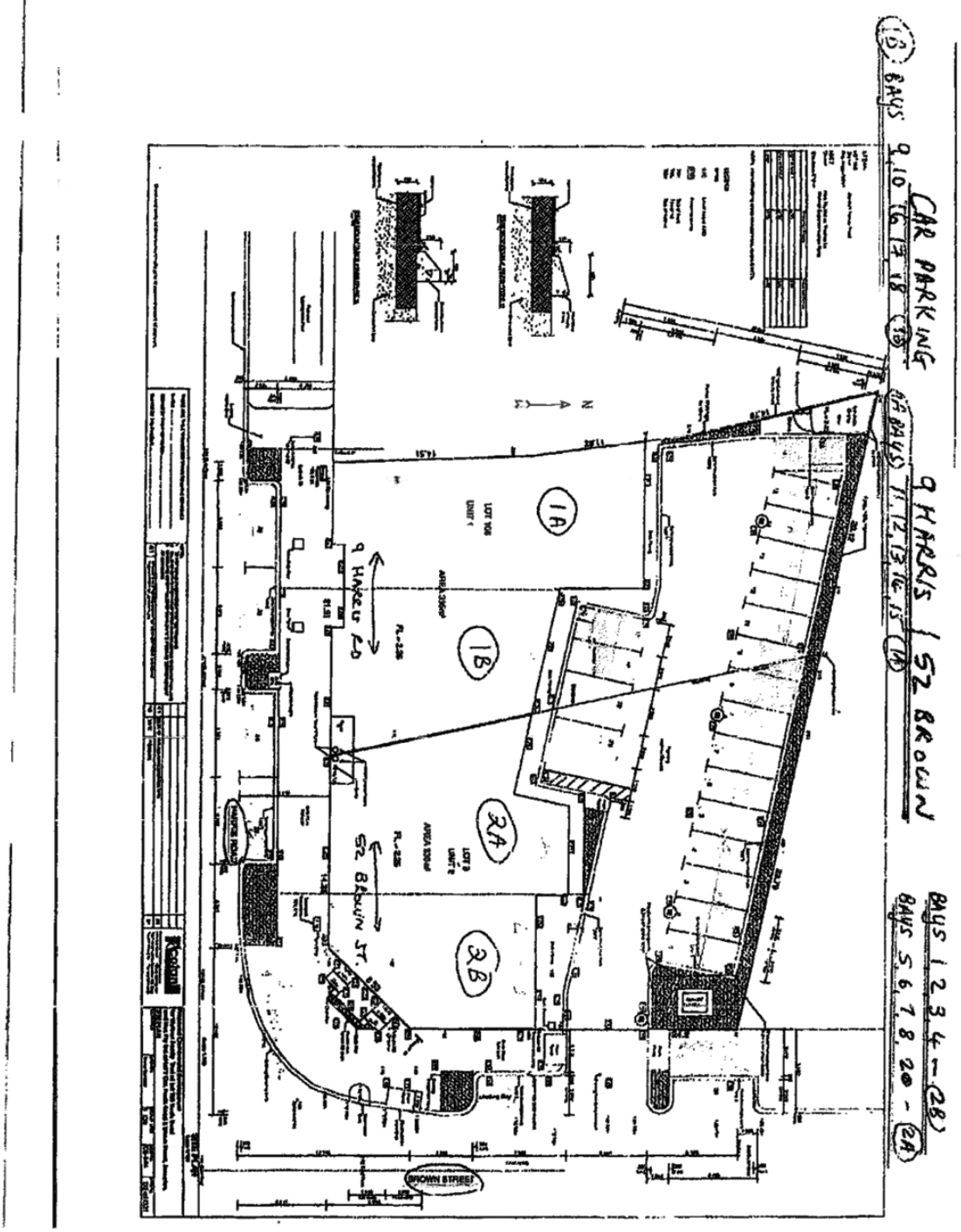
CAR PARKING
9 HARRIS / 52 BROWN
BAYS 1,2,3,4 - (2B)
BAYS 5,6,7,8,20 - (2A)
1A
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2A
2B
9 HARRIS RD
52 BROWN ST
BROWN STREET

13.3 DRAFT LOCAL STRUCTURE PLAN, LOTS 176, 201 AND 9000 RENDEZVOUS ROAD, VASSE - REPORT FOR ADOPTION FOR FINAL APPROVAL

STRATEGIC THEME	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing
STRATEGIC PRIORITY	2.8 Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.
SUBJECT INDEX	Structure Plans
BUSINESS UNIT	Strategic Planning Coordinator
REPORTING OFFICER	Strategic Planning Coordinator - David Sands
AUTHORISING OFFICER	Manager Development Services - Joanna Wilson
NATURE OF DECISION	Regulatory: To determine an application/matter that directly affects a person's right and interests e.g. development applications, applications for other permits/licences, and other decisions that may be reviewable by the State Administrative Tribunal
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Location Plan Attachment B Aerial Photo Attachment C Structure Plan Map Attachment D Structure Plan part 1 Attachment E Site and Soil Evaluation Attachment F Local Water Management Strategy Attachment G Bushfire Management Plan Attachment H Statement addressing the Government Sewerage Policy Attachment I Concept Network Vasse East Attachment J SP 4 map Attachment K Wastewater Conceptual Plan Attachment L Bendjar Grove connection Attachment M Schedule of Submissions Attachment N Schedule of Modifications

The officer recommendation was moved and carried.

COUNCIL DECISION

C2211/283 Moved Councillor P Carter, seconded Councillor A Ryan

That the Council:

1. **Approve the proposed Structure Plan for Lots 176, 201 and 9000 Rendezvous Road, Vasse and the associated Schedule of Submissions and Schedule of Modifications at Attachments M and N respectively.**
2. **Refer the Structure Plan to the Western Australian Planning Commission for final approval, pursuant to Part 4 of the Deemed Provisions (Schedule 2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

That the Council:

1. Approve the proposed Structure Plan for Lots 176, 201 and 9000 Rendezvous Road, Vasse and the associated Schedule of Submissions and Schedule of Modifications at Attachments M and N respectively.
2. Refer the Structure Plan to the Western Australian Planning Commission for final approval, pursuant to Part 4 of the Deemed Provisions (Schedule 2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

EXECUTIVE SUMMARY

The Council is requested to consider adopting for final approval Draft Local Structure Plan for Lots 176, 201 and 9000 Rendezvous Road, Vasse, following an earlier deferral of consideration at the Ordinary Council Meeting of 19 October 2021 to allow for further community consultation, through greater potential for community to contribute to the Council's decision-making process. In addition, officers have amended the Schedule of Submissions and Schedule of Modifications at Attachments M and N respectively, to address wetland rehabilitation requirements as a result of further consultation with Department of Biodiversity, Conservation and Attractions.

The Council is requested to consider adopting for final approval a Structure Plan for Lots 176, 201 and 9000 Rendezvous Road, Vasse as the primary planning instrument guiding residential development. This aligns with the *Planning and Development (Local Planning Scheme) Regulations 2015*.

The key purpose of the proposed draft Structure Plan is to provide a basis for the future subdivision and development of the land into 37 lots residential lots at a density code of 'R5'.

The Structure Plan was advertised for 42 days, ending 6 July 2022, and 34 submissions were received, 7 from State agencies and 27 from surrounding landowners.

Officers are recommending that the Structure Plan is adopted for final approval in accordance with further changes proposed in response to matters raised in submissions (Attachment M), as set out in the Schedule of Modifications (Attachment N), and referral to the Western Australian Planning Commission (WAPC) for final approval.

BACKGROUND

The subject land is located approximately 1.6km (by road) south east of the Vasse Village Centre and is 10.22 hectares in area. The site is bounded by Rendezvous Road to the south, and is east of existing urban development at Vasse and Heron Lake (Attachment A – Location plan, Attachment B – Aerial Photo). The subject land is zoned 'Urban Development' and identified as 'Special Provision Area 4' pursuant to Local Planning Scheme 21 (LPS 21) which was introduced by Amendment 36 to the LPS 21. The land identified as 'Vasse East' within the Local Planning Strategy.

The draft Structure Plan proposes the following:

i. A 'Residential' classification with an R-Code density of 'R5' and indicative lots are shown ranging in size from 1,800m^2 to 3,305m^2 and existing Lot 201 of 7,588m^2.
ii. An internal movement network to facilitate access onto Rendezvous Road to the south and Bendjar Grove to the west.
iii. Two connection points are provided for future access to the 'Urban Development' zoned land to the east.
iv. Onsite wastewater (no connection to reticulated sewer).

v. A reserve for Recreation is identified for the Resource Enhancement wetland to the west.
vi. A Pedestrian Access and Drainage Reserve adjacent Multiple Use Wetlands to the north.
vii. A Pedestrian Accessway for access to Heron Lake.
viii. Development exclusion areas which respond to the strategic setbacks and bushfire constraints.

The proposed Structure Plan map and Part 1 explanatory document are provided at Attachments C and D.

Supporting Technical Assessments

The Structure Plan proposal is supported by the following technical assessments:

i. Site and Soil Evaluation – Accendo Australia (Attachment E)
ii. Local Water Management Strategy – Accendo Australia (attachment F)
iii. Bushfire Management Plan – Bushfire Prone Planning (Attachment G)
iv. A statements addressing the Government Sewerage Policy (Attachment H)
v. Desktop review of the Vasse East Development Road Network Plan (Attachment I)

The main findings of the technical assessments are summarised below under appropriate subheadings.

Site and Soil Evaluation

The Site and Soil Evaluation (SSE) examines the existing environment and the suitability of the site for onsite effluent disposal including identification of the appropriate location for onsite disposal. The SSE concludes that the development is considered suitable to provide onsite wastewater disposal provided the use of Aerobic Treatment Units (ATUs) with subsurface or drip irrigation systems are used. Also the SSE recommends the land being filled to raise the ground surface to ensure that 0.6m separation to groundwater can be achieved. In addition, Department of Water and Environmental Regulation (DWER) has recommended a modification to Part 1 to address water monitoring within winter months and phosphorus absorption. In addition, ATUs with nutrient removal are recommended as a modification to Part 1.

Local Water Management Strategy

The Local Water Management Strategy (LWMS) provides an integrated total water cycle management approach for the development of the subject land and includes an assessment of pre-development environment and a storm and ground water management strategy. The LWMS recommends wetland management by a landscaping and revegetation plan, periodic maintenance and preparation of an Urban Water Management Plan at subdivision stage. DWER have recommended modifications to the LWMS and Stormwater Management Plan to address modelling of flood levels and improvements to proposed drainage system.

Bushfire Management Plan

The subject land is designated as 'bushfire prone'. In response a Bushfire Management Plan (BMP) has been prepared for the proposal by a suitably qualified fire consultant in accordance with WAPC State Planning Policy 3.7 – Planning in bushfire Prone Areas 2015. The indicative BAL Contour Map is found at Attachment G. The key findings of the BMP are summarised as follows:

- An indicative BAL rating of BAL-29 can be achieved for the indicative lots shown within the residential areas of R5.
- Two way vehicle road access to two different locations can be achieved: Vasse Village to the north-west by Bendjar Grove and Busselton via Rendezvous Road.

With additional evidence provided as recommended by Department of Fire and Emergency Services as a modification to the Bushfire Management Plan, the bushfire risk is considered to be manageable and will be achieved by the identified stakeholders implementing and maintaining the bushfire risk management measures that are presented in this Plan.

Statement Addressing the Government Sewerage Policy

A statement addressing the various requirements of the *Government Sewerage Policy* was provided and includes justification against clause 5.1.1 *Requirement to connect to reticulated sewerage* and clause 5.2 *On-site sewage disposal* and clause 5.2.2 *Separation from water resources*. This statement provides detailed consideration of the Government Sewerage policy and provides a vindication that sewerage connection is cost prohibitive and environmentally challenging to connect, and proposes an on-site sewer connection that the site and soil conditions are favourable to support. This statement will require further review and consideration by external agencies, and ultimately the WAPC during the development process, in combination with the SSE, as discussed above.

Desktop review of the Vasse East Development Road Network Plan

In consultation with the City the applicant has prepared an indicative conceptual road network plan for the remaining lots within the SP 4 area to the east of the proposed LSP. The road network plan shows an indicative hierarchy which is conceptual and is not binding for future development and the preparation of a structure plan for the remaining area of SP 4.

The road network plan identifies future connection points for the movement network which includes a north to south link between Busselton Bypass and Rendezvous Road, which provides for key connection points to the surrounding road network. In addition an East-West future neighbourhood level connection is identified between Bendjar Grove and Norwood Pass.

OFFICER COMMENT

The proposed Local Structure Plan (LSP) identifies the land for Residential development at a density code of R5 to facilitate low density subdivision. The Structure plan also proposes to cede two portions of reserve for recreation associated with wetlands to the south west and to the north. A Pedestrian Access Way (PAW) is also proposed which connects to a footpath network adjacent Heron Lake. Onsite sewerage systems (predominately Aerobic Treatment Units) are proposed.

Local Planning Scheme 21

Lots 176, 9000 and 201 are within Special Provision Area No. 4 (SP 4) which was inserted by Amendment No.36 into Local Planning Scheme 21 (LPS 21) includes surrounding lots 634 and 224 to the west and lots 501, 178 and 1445 to the east (Attachment J – SP 4 map). The development of the remaining lots will require the preparation of a separate LSP. SP 4 allows for an LSP for lots 176, 9000 and 201 to be progressed on the basis that it does not prejudice the future provision of reticulated sewer and an integrated road network when the surrounding land within the balance of SP 4 is developed.

Considerations of Sewer Servicing

Following further consultation with the Water Corporation it is not considered that the absence of a sewer connection to the land, via a vacuum sewer to the west, will prejudice future reticulated sewerage connection of land within SP 4. This is outlined in the Water Corporation's conceptual wastewater plan for this area (Attachment K). Residential development can occur from the eastern boundary of SP 4 (adjacent the Woods Estate) via a gravity sewer main.

Considerations of an Integrated Road Network

The applicant has submitted a road hierarchy plan for land to the east and this provides a conceptual layout of street blocks and movement network for future connections between Heron Lake and Rendezvous Road and the Busselton Bypass which serve the new urban development area of Vasse East. Although road hierarchy has not been substantiated by any technical traffic assessment, the conceptual approach is generally in accordance with Liveable Neighbourhoods guidelines. The structure plan proposes two connections to the east to allow for future connections in accordance with the concept plan, to be temporary cul-de-sacs until they are able to be extended to the east. A connection to the south, to Rendezvous Road is identified and road access is to be connected to the west through the suburban area of Vasse South (Heron Lake), made possible via Bendjar Grove. The level of connectivity proposed by the LSP is considered to provide adequate future connections to the remaining SP4 area.

Through Road connection to Bendjar Grove

A number of submissions were received which object to the through road connection to Heron Lake estate, specifically the extension of Bendjar Grove (what is currently a cul-de-sac) to connect to the movement network of the proposed LSP. The assessment of the through road connection from the proposed LSP to Bendjar Grove can be broken down to the following key matters -

- *The impact of traffic from the movement road of the proposed LSP on Heron Lake estate.* The additional vehicle trips generated by the proposed LSP are estimated by using the *WAPC Transport Impact Assessment Guidelines,* which states residential development generated is approximately 0.8 trips per dwelling in the AM and PM peak hour period. Therefore, with 37 estimated lots, it is estimated that 29 vehicle trips in the peak hour will be generated (likely morning AM). This amount of vehicle trips is considered relatively low and the WAPC guidelines classified as 'moderate impact' which requires a Transport Impact Statement to be prepared at subdivision stage. It is further considered that for a travel route to surrounding areas, vehicles would utilise Rendezvous Road and not Bendjar Grove as this provides a direct and higher speed connection. There is some exception in the case of access to Vasse Centre, as connection can be utilised through Orlando Boulevard.

- *Bendjar Grove being maintained as a cul-de-sac*. It is understood from a review of submissions that the environment which a cul-de-sac creates has been appreciated by residents on Bendjar Grove. The planning framework has identified a connection point between 'Vasse Village' and 'East Vasse' since the amendments were progressed to the Local Planning Scheme in the late 1990s. Recently, the Bendjar Grove was identified as a future connection point on the Structure Plan for Heron Lake which was approved in 2015 (Attachment L).

  In addition to the above, neighbourhood connections (between new and old areas) are generally encouraged by State Planning Policy (e.g. Liveable Neighbourhoods) and cul-de-sacs are to be located where they do not impede connectivity and should provide for future street connection. As discussed above, Bendjar Grove connection will provide access to Vasse centre and other locations such as Vasse Primary School.

- *Provision of two-way access for bushfire protection*. SPP 3.7 requires that through access is provided for new development within a bushfire prone area. If no connection is provided at Bendjar Grove approximately half the proposed LSP area would have road access which is further than the 200m that is recommended by the Bushfire Guidelines for a through-road connection. In addition, the Heron Lake estate currently has 'one road in' and was approved on the basis that a secondary connection from development to the east would be provided in the future.

Environmental Considerations

The Special Provision Area No.4 sets a number of environmental considerations (i.e. flora, fauna and wetland) which were established by Amendment 36. The applicant has provided justification that there is no Threatened Ecological Communities on the site (TECs), although it is noted that an Environmental Investigation (technical study) was not completed by the applicant. However the applicant has further advised that a tree survey has been undertaken and environmental advice has been further sought to protect significant trees such as tuarts, peppermints and paperbark trees, within the periphery of lots, outside of building envelopes, and also during site works.

Geomorphic wetlands have not been subjected to an Environmental Investigation and the boundary of the wetland, specifically the 'resource enhancement' wetland to the west of the subject site has been identified by contours. It is noted that there is no proposed buffer and, generally, a 30m buffer would be applied to the geomorphic wetland edge. This can be refined through further investigation.

In this instance a Wetland Investigation Study has not been recommended by Department of Biodiversity Conservation and Attractions (DBCA) and a driveway has separated the wetland area within the existing geomorphic boundary. As the proposal is low density residential (R5), there is limited scope to expand the wetland foreshore through additional Public Open Space. Based on the above, a wetland investigation study is not considered necessary as a wetland buffer and rehabilitation plan is required to be prepared by the applicant, and is recommended to be undertaken by a modification to the Local Structure Plan. The DBCA have further advised that they are supportive of this approach.

Development Contributions

Although Special Provision 4 required the proponent to prepare a Development Contribution Plan prior to subdivision and development, the subject site is within DCA 1 (Broadwater) and will be required to pay previously determined development contributions for community infrastructure. The City is also progressing a broader review of developer contributions arrangements, and there is not seen to be a need for an estate-specific plan for this land.

Statutory Environment

Planning and Development (Local Planning Schemes) Regulations (2015)

The Regulations came into operational effect on 19 October 2015 and introduced deemed provisions for the preparation, advertising and approval of structure plans. The deemed provisions are adopted into LPS21 and define the process for receiving and assessing proposed structure plans and/or modifications to same. Local governments are to have 'due regard' to approved structure plans when making decisions relating to subdivision and development.

City of Busselton Local Planning Scheme No. 21 (2014)

In accordance with the 'Urban Development' Local Planning Scheme No.21 a structure plan has been prepared for the subject land. In accordance with Special Provision Area No.4, a separate structure plan may be prepared in isolation of the surrounding 'Urban Development' zoned land provided certain criteria is satisfied.

Relevant Plans and Policies

The key plans and policies most relevant to the proposal include:

- City of Busselton *Local Planning Strategy.*
- *State Planning Policy 3.7 Planning in Bushfire Prone Areas and the Guidelines for Planning in Bushfire Prone Areas.*
- *Leeuwin-Naturaliste Ridge Sub-Regional Strategy.*

- *Liveable Neighbourhoods* (2015).
- *Guidance Statement 33* (EPA).
- *Government Sewerage Policy*.

Each is discussed below under appropriate subheadings.

City of Busselton Local Planning Strategy

The Local Planning Strategy (LPS) identifies the subject land within Vasse East and appropriate for future urban development following rezoning and a structure planning. The LPS provides a justification for the development of this land for residential purposes as it:

- has potential for increased density and will add to the consolidation of the Vasse settlement and existing town centre;
- Given the constraints present on the land and its proximity to existing services residential development is likely to represent the highest and best use; and
- Provision of reticulated sewerage connection may provide for better environmental outcomes than previously envisaged by unsewered rural residential development.

State Planning Policy 3.7 Planning in Bushfire Prone Areas and Guidelines for Planning in Bushfire Prone Areas

State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) and the associated Guidelines assist in reducing the risk of bushfire to people, property and infrastructure by encouraging a conservative approach to strategic planning, subdivision, development and other planning proposals in bushfire prone areas.

The proposal has had due regard to SPP 3.7 and demonstrates that bushfire risk can be managed within the subject land. SPP 3.7 requires that a public road access to a LSP which is a no-through road (which cannot be avoided) is to be a maximum of 200 metres from the subject lot(s) boundary to an intersection where two-way access is provided.

Leeuwin-Naturaliste Ridge Sub-Regional Strategy

The *Leeuwin-Naturaliste Ridge Sub-Regional Strategy* is an overarching strategic land use planning document outlining the WAPC approach to future planning and development within the City of Busselton and Shire of Augusta-Margaret River for the next 20 years. It will also inform a review of State Planning Policy 6.1 Leeuwin-Naturaliste Ridge.

The Strategy's Settlement Hierarchy identifies Vasse as a 'Town' that offers a level of service that generally deals with the daily needs of their service population. The structure plan proposal is generally consistent with this intent.

Liveable Neighbourhoods (2015)

Liveable Neighbourhoods is the primary policy for the design and assessment of structure plans and subdivision for new and infill urban areas. The policy promotes an urban structure of walkable neighbourhoods. Community facilities and services are accessed by walking, cycling and public transport through an efficient, interconnected movement network. Employment opportunities and economic sustainability are facilitated through a coherent hierarchy of activity centres. Resource Enhancement and Multiple Use wetland buffers are also referred to be 30m.

Of relevance to the proposal, the policy directs that activity centres are to be designed as pedestrian-scale mixed use centres with commercial, retail and public open space that supports economic and social activity.

The retail component is to be ideally constructed facing the main street(s) to encourage pedestrian traffic, street activation and improved passing trade opportunities. The proposal generally aims to deliver this outcome.

Liveable Neighbourhoods (2009) provides policy guidance for through encouraging through road connections between old and new suburbs:

- *Element 2 (R17) – Street Connections to existing areas should be maximised to facilitate interconnection between new and existing communities. Street connections to existing areas should ensure that the traffic volumes on connected local residential streets are commensurate with the design. Where not practical or achievable pedestrian, bus and cycle access should be provided.*
- *Element 2 (R39) - the Local Street Network should provide a permeable network and cycling should be on street in low traffic volume areas cycling.*

Guidance Statement 33

Guidance Statement 33 (GS 33), is a comprehensive policy prepared to assist the integration of environmental protection and land use planning. GS 33 provides guidance on Wetlands and is relevant to the structure plan which abuts a resource enhancement wetland and a multiple use wetland which recommends a minimum 50m buffer distance which may vary based on biophysical assessment of an individual wetland. The applicant is seeking a reduction to the requirement of 50m and this will be addressed through further environmental investigations prior to subdivision.

Government Sewerage Policy

The *Government Sewerage Policy* (GSP) is the Government's position on the provision of sewerage services in the State through planning and development of land. The GSP requires that the subdivision of residential land be provided with reticulated sewerage at subdivision stage, however, recognises the ability of the responsible authorities to approve on-site wastewater connections in certain situations. The minimum site requirements for on-site sewage disposal are outlined in the GSP, this includes sewerage sensitive areas, which have been identified in mapping which supports the implementation of the GSP.

A separation distance of 100m is recommended from a wetland, from the edge of the riparian vegetation. Further guidance is provided for land already zoned for Urban Development including those circumstances where sewerage is not planned to be provided.

The tip of Lot 578 is designated as sewerage sensitive which is considered to be outside of development areas. The structure plan has provided a statement which includes justification against clause 5.1.1 *Requirement to connect to reticulated sewerage* and clause 5.2 On-site sewage disposal and clause 5.2.2 *Separation from water resources*.

Financial Implications

There are no financial implications associated with the officer recommendation.

Stakeholder Consultation

Stakeholder consultation was undertaken in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015. The Structure Plan was advertised for a period of 42 days and 34 submissions were received.

Risk Assessment

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

Options

As an alternative to the proposed recommendation the Council could:

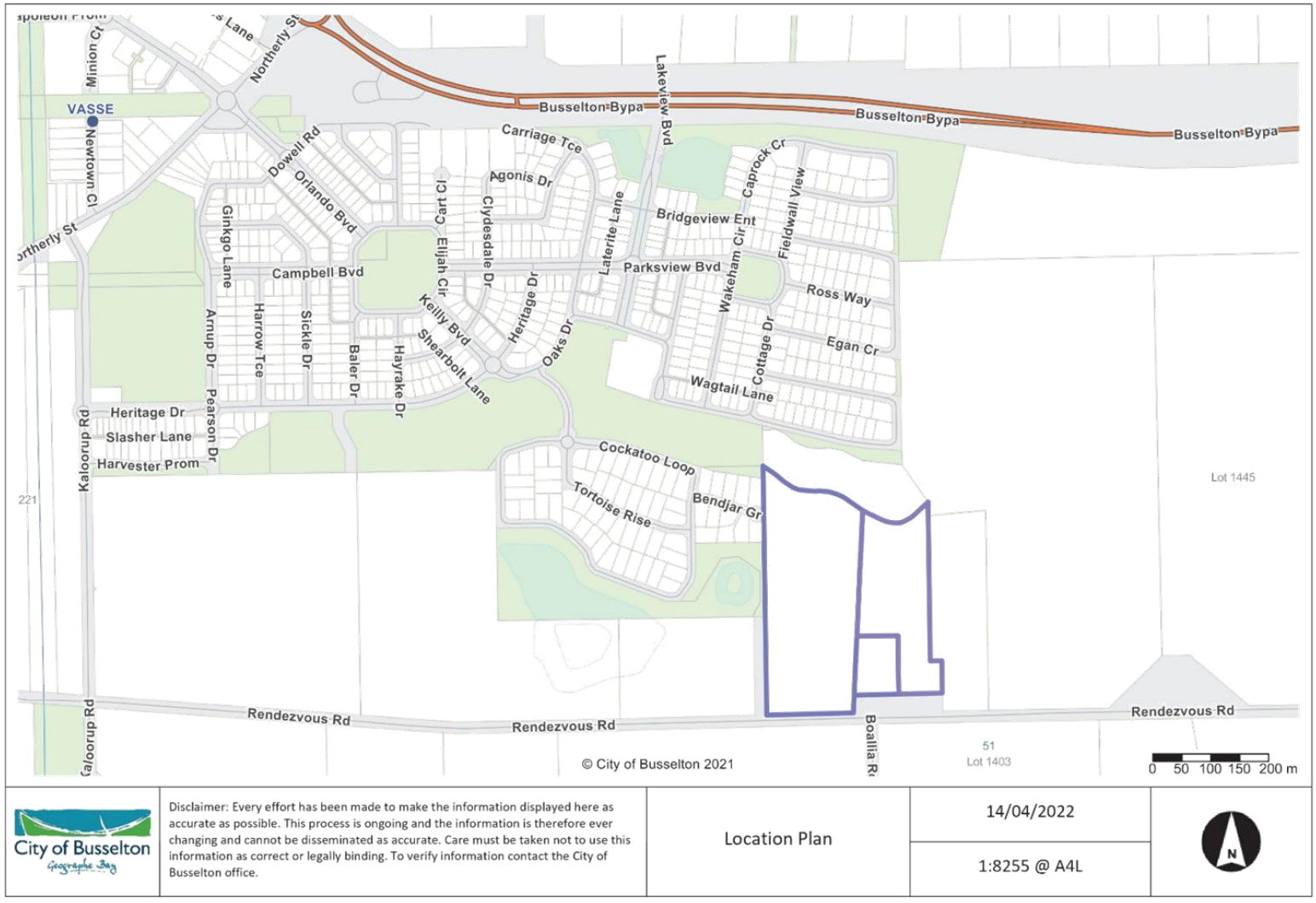
1. Seek further information from the proponent before making a decision.
2. Decline to adopt the draft Local Structure Plan.
3. Recommend changes prior to WAPC approval of the draft Local Structure Plan.

CONCLUSION

Officers are recommending that the draft Local Structure Plan be adopted for final approval and forwarded to the Western Australian Planning Commission.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Implementation of the Officer Recommendation will occur within one month of the date of the delegated decision.



City of Busselton Geographe Bay	Disclaimer: Every effort has been made to make the information displayed here as accurate as possible. This process is ongoing and the information is therefore ever changing and cannot be disseminated as accurate. Care must be taken not to use this information as correct or legally binding. To verify information contact the City of Busselton office.	Location Plan	14/04/2022 1:8255 @ A4L	N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Lakeview Bvd
Ross Way
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Fieldwall View
Caprock Cr
Cottage Dr
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Wagtail Lane
Bridgeview Ent
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Laterite Lane
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Cockatoo Loop
Tortoise Rise
Oaks Dr
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Carriage Tce
Agonis Dr
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Dowell Rd
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Ginkgo Lane
Arnup Dr
Pearson Dr
Heritage Dr
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Kaloorup Rd
Newtown Cl
Northerly St
Minion Ct
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Aerial Photo
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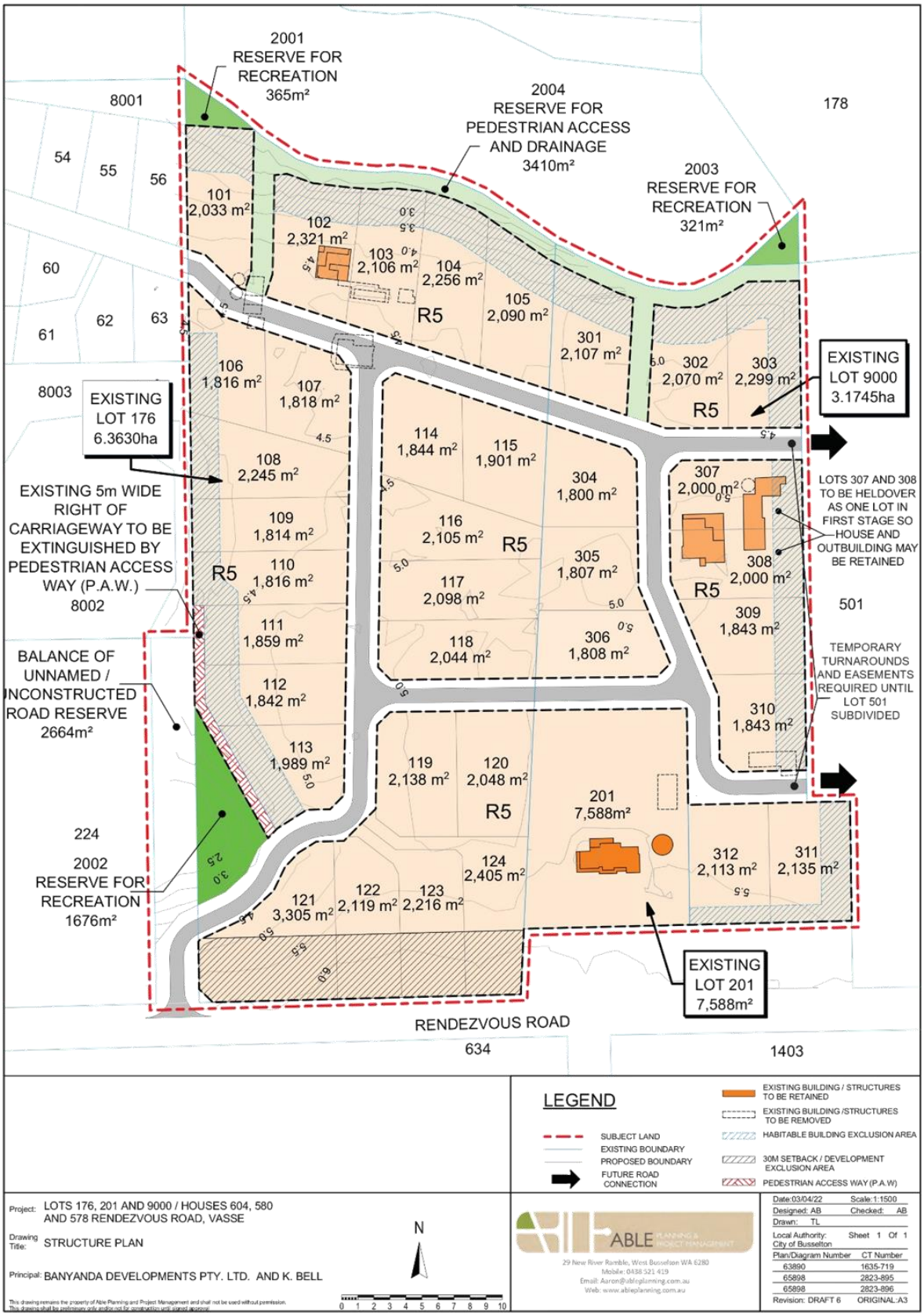
City of Busselton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PEDESTRIAN ACCESS
WAY (P.A.W.)
8002
BALANCE OF
UNNAMED /
UNCONSTRUCTED
ROAD RESERVE
2664m²
224
2002
RESERVE FOR
RECREATION
1676m²
LOTS 307 AND 308
TO BE HELDOVER
AS ONE LOT IN
FIRST STAGE SO
HOUSE AND
OUTBUILDING MAY
BE RETAINED
501
TEMPORARY
TURNAROUNDS
AND EASEMENTS
REQUIRED UNTIL
LOT 501
SUBDIVIDED
RENDEZVOUS ROAD
634
1403
LEGEND
SUBJECT LAND
EXISTING BOUNDARY
PROPOSED BOUNDARY
FUTURE ROAD
CONNECTION
EXISTING BUILDING / STRUCTURES
TO BE RETAINED
EXISTING BUILDING /STRUCTURES
TO BE REMOVED
HABITABLE BUILDING EXCLUSION AREA
30M SETBACK / DEVELOPMENT
EXCLUSION AREA
PEDESTRIAN ACCESS WAY (P.A.W)
Project: LOTS 176, 201 AND 9000 / HOUSES 604, 580
AND 578 RENDEZVOUS ROAD, VASSE
Drawing
Title: STRUCTURE PLAN
Principal: BANYANDA DEVELOPMENTS PTY. LTD. AND K. BELL
N
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Local Authority: Sheet 1 Of 1
City of Busselton
Plan/Diagram Number CT Number
63890 1635-719
65898 2823-895
65898 2823-896
Revision: DRAFT 6 ORIGINAL:A3

STRUCTURE PLAN
LOT 176 ON DIAGRAM 63890 AND LOTS 201 AND 9000 ON DEPOSITED PLAN 65898, HOUSES 604, 580 AND 578 RENDEZVOUS ROAD, VASSE (CERTIFICATES OF TITLE 1635/719, 2823/895 AND 2823/896)

STRUCTURE PLAN CONDITIONS

1. As a condition of subdivision, and pursuant to section 150 of the *Planning and Development Act 2005* and Division 3 of the *Planning and Development Regulations* 2009, a covenant preventing vehicular access onto and from Rendezvous Road is to burden proposed lots 120 – 123, 211, 212 and 302 (inclusive) on the deposited plan.

2. Onsite sewerage disposal will require the use of secondary aerobic treatment units (ATUs) with the use of amended soil and inverted leach drains or disposal system for subsoil drippers where necessary to maintain the required separation from groundwater.

STRUCTURE PLAN REPORT



Lot 176 on Diagram 63890 &
Lots 201 & 9000 on Deposited Plan 65898,
Houses 604, 580 & 578 Rendezvous Road, Vasse

(Certificates of Title 1635/719, 2823/895 & 2823/896)

STRUCTURE PLAN REPORT

Lot 176 on Diagram 63890 &
Lots 201 & 9000 on Deposited Plan 65898,
Houses 604, 580 & 578 Rendezvous Road, Vasse

(Certificates of Title 1635/719, 2823/895 & 2823/896)

April 2022 (Rev. 2)

PREPARED BY:

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ENDORSEMENT PAGE

This structure plan is prepared under the provisions of the City/Shire/Town of Busselton Local Planning Scheme No. 21.

IT IS CERTIFIED THAT THIS STRUCTURE PLAN WAS APPROVED BY RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON:

Signed for and on behalf of the Western Australian Planning Commission:

_____

an officer of the Commission duly authorised by the Commission pursuant to section 16 of the Planning and Development Act 2005 for that purpose, in the presence of:

_____ Witness

_____ Date

_____ Date of Expiry

TABLE OF AMENDMENTS

Amendment No.	Summary of the Amendment	Amendment type	Date approved by WAPC

TABLE OF DENSITY PLANS

Density Plan No.	Area of density plan application	Date endorsed by WAPC

EXECUTIVE SUMMARY

Lots 176 and 9000 are 6.3630 ha and 3.1745 ha in area, respectively, while Lot 201 is only 7,588 m^2. Collectively the lots make up a 10.2963 ha site located 3.4 km by road from the Vasse town centre to the northwest **(refer to Appendix A – Location Plan)**.

The land within the study area starts at height levels above 6 m Australian height datum (AHD) in the south adjoining Rendezvous Road. It then falls very gently towards the unallocated Crown land (UCL) to the north. The land can be described as flat, with isolated highpoints above 5 m through the middle of the properties.

Most of the land is cleared, but there are some stands of exotic and Australian native trees scattered about, along with some interspersed local endemic trees in the north. Being grazing and horticulture land traditionally, there are no endemic understorey species intact.

Access to all three lots is gained principally by several crossovers and driveways onto Rendezvous Road along the southern boundaries. Rendezvous Road is a 100 km / h posted local distributor road (i.e. sealed, single-lane carriageway) that provides linkage between the rural distributors of Queen Elizabeth Avenue (east) and Kaloorup Road (west). Secondary access is provided to Lot 176 via the Bendjar Grove cul-de-sac head which abuts the western boundary at its north end. This is a local road with 6.2 m wide sealed pavement which, apart from the turning head, is contained in a 15 m wide road reserve.

As with most properties in the east Vasse, Lots 176, 9000 and 201 were originally zoned Rural Residential and included in the Development Investigation and Special Provision No. 4 (SP4) areas pursuant to *City of Busselton Local Planning Scheme No. 21* (LPS 21). Lot 176 also had small portions within the Wetland area.

Amendment No. 36 to LPS 21 that was gazetted on 4 June 2021 subsequently changed the base zoning to Urban Development and excluded the lots from the Development Investigation area. This amendment also made several changes to the SP4 area provisions, with an allowance that a separate structure plan for Lots 176, 9000 and 201 Rendezvous Road, can be prepared and implemented where demonstrated to the satisfaction of the WAPC that such does not prejudice the provision of the following to the balance of the SP4 area:

1. Reticulated sewerage.

2. Integrated road network and hierarchy.

The structure plan enclosed within this report is now formally put to the City of Busselton and WAPC for adoption and endorsement respectively in accordance with the new zoning and SP4 area provisions. The structure plan is intended to supersede the development guide plan already covering Lots 201 and 9000 endorsed by the WAPC in circa 2009. It also supersedes the structure plan for east Vasse covering the same land and which formed part of Amendment No. 336 to former *Shire of Busselton Town Planning Scheme No. 5* (TPS 5).

The structure plan submitted proposes 37 residential lots that are to be used and developed in accordance with the Urban Development zone, SP4 area provisions and specific structure plan requirements **(refer to Structure Plan – Page 4)**. The lots range from 1,800 m^2 to 7,588 m^2 in area, with an average size of 2,207 m^2 over a net subdivisible area of 8.1641 ha.

The large residential lot sizes by modern standards reflects the original intent of providing a graduated transition from the Vasse residential cells to the grazing and viticultural land south of Rendezvous Road, most of which is still used for grazing. Such also respects the intent of the of the original structure plans to consolidate and increase special residential densities toward Vasse.

A summary of the structure plan outcomes is provided below **(refer to Table 1 – Overview of structure plan)**.

Table 1 - Overview of structure plan

Item	**Data**		**Structure Plan Ref. (Section No.)**
Total area covered by the structure plan	10.2963 hectares		
Area of each land use proposed: • Residential • Commercial • Industrial • Rural residential	Hectares 8.1641 0 0 0	Lot yield 37 0 0 0	
Total estimated lot yield	37		
Estimated number of dwellings	37		
Estimated residential site density	0.22 dwellings per site / hectare		
Estimated population	111 based on 3 people per household (Vasse SSC – ABS, 2016)		
Number of high schools	0		
Number of primary schools	0		
Estimated commercial floor space	0 hectares		
Estimated area and percentage of public open space given over to: • Regional open space • District open space • Neighbourhood parks • Local parks	 0 hectares 0 hectares 0 hectares 0 parks 0 hectares 0 parks	 0 % 0 %	
Estimated percentage of natural area	0.2362 hectares 2.29 %		

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PART ONE – IMPLEMENTATION

1. Structure plan area

This structure plan is intended to apply to the following lots:

- Lot 176 on Diagram 63890, House 604 Rendezvous Road, Vasse (Certificate of Title 1635/719).
- Lot 201 on Deposited Plan 65898, House 580 Rendezvous Road, Vasse (Certificate of Title 2823/895).
- Lot 9000 on Deposited Plan 65898, House 578 Rendezvous Road, Vasse (Certificate of Title 2823/896).

Relevant prints of the certificates of title are enclosed **(refer to Appendix B – Certificates of Title)**.

2. Operation

The date the structure plan comes into effect is the date the structure plan is approved by the WAPC.

3. Staging

Staging of this structure plan is not considered desirable by the owners of Lots 176 and 9000 given –

- the small number of lots proposed;
- the fact that all required infrastructure is available;
- reticulated sewerage, extensive drainage (including sub-soil etc.) and bulk filling of lots is not required, making works less complicated and less costly; and
- the general intent of the major parties involved.

Notwithstanding this, given the only underground services will be power, water, gas and telecommunications, while drainage and access (including emergency access way) could be accommodated by temporary easements over balance of title, it is conceivable that the subdivision could be staged if required.

4. Subdivision and development requirements

4.1 Land use zones and reserves requirements within structure plan area

All lots will be subject to the Urban Development zone and SP4 area land use, subdivision and development provisions within LPS 21. The structure plan itself shows the lots as having an applied

coding of R5, where the lots will be subject to respective site requirements of *State Planning Policy No. 7.3: Residential Design Codes Volume 1* (R-Codes Volume 1). It should be noted, however, that while minimum R5 setbacks will apply, dwelling position will largely be dictated by the BMP and site-specific BAL assessment and certificate at the building permit application stage.

Following completion of the subdivision, and the registration of certificates of titles for all lots, it is anticipated that the City of Busselton will rezone the private lots Residential and apply an R5 coding, presumably by an omnibus amendment to the local planning scheme of the day. All reserves will be ceded to the Crown are expected to be reserved for their appropriate purpose under the same amendment to the local planning scheme.

4.2 Mechanisms to protect environmental or heritage features

The more site specific mechanisms to preserve natural / environmental features are listed on the second sheet of structure plan conditions, although the few-remaining natural features have been protected through avoidance by design. More specifically, the structure plan identifies several small reserves where retention and enhancement of wetland vegetation will occur.

4.3 Responses to hazards and separation areas

The greatest hazard facing this and surrounding lots is bushfire which is being addressed via the preparation and implementation of a BMP. Being predominantly flat but with highly-permeable soils, the property is not subject to water erosion issues, however surface and groundwater quality will need to be treated and protected appropriately via the drainage design prepared by the civil engineer.

4.4 Responses to or staging in relation to major infrastructure

As the subdivision relies upon cable and small pressure-pipe services only (i.e. underground power, telecommunications, water and natural gas), which do not require major upgrades, there is no need to stage development. There is also no district drainage scheme in place, so drainage will be dealt with on a site-specific basis. Road access is also available, both in terms of access from the existing distributor road (Rendezvous Road), plus road access from the existing local road system (Bendjar Grove) as identified on the approved structure plan for *Heron Lake* (what were Lots 27 and 9507 Rendezvous Road). The subdivision will be connected to both roads to meet contemporary bushfire planning access requirements, predominantly connection to two local roads in different directions of travel.

In this instance connection of the lots to the Water Corporation's reticulated sewerage scheme is not proposed following assessment against the relevant 'tests' of *Government Sewerage Policy*. These tests were put forward by the City of Busselton and Department of Planning, Lands and Heritage (DPLH) as follows:

> ***"a) Whether or not it is reasonable to connect the future subdivision to existing reticulated sewerage (via an extension from the vacuum sewer at Heron Lake);***
>
> ***b) Whether or not the absence of reticulated sewerage will prejudice, physically or financially, the ability to provide sewerage to the whole of Vasse East."***

On item a) proper servicing investigations have concluded that the proposed subdivision / development cannot be reasonably connected to reticulated sewerage. Advice from consulting civil engineers is that servicing a subdivision of Lots 176, 201 and 9001 with reticulated sewerage will require a new pressure main to be constructed in accordance with the Water Corporation's sewer

strategy plan. This plan shows Lots 176, 201 and 9000 being serviced by a new vacuum sewer line connecting into Pearson Drive, much further west and through Lots 8002 (conservation reserve), 634 and 250. This extension has been determined to be problematic overall, not only from a cost perspective but due to environmental hurdles (clearing and excavating acid sulfate soils at every directional drill length through a Resource Enhancement wetland which is now part of a rehabilitated conservation reserve), Aboriginal heritage issues (especially when Aboriginal heritage consultation report for *Heron Lake* identified 'cultural values and practices' associated with the wetland and for it to be protected), social disruption (i.e. damage to existing roads, crossovers and other infrastructure in Pearson Drive) and the need to obtain consent from four separate landowners (including the State of WA), all with varying intentions and timeframes. Due to this, the advice from consulting engineers, supported by the land servicing branch of Water Corporation, is that Lots 176, 201 and 9000 cannot be reasonably be connected to the vacuum service to the west (Vasse), while the lots are also outside the catchment to the east. Hence only underground power, telecommunications, water and natural gas are proposed, and these can be facilitated by simple extension of the existing mains working ends in Bendjar Grove to the northeast. Wastewater will be treated and disposed of through the use of individual secondary treatment systems developed on each lot.

In respect to item b) using the open space mapping for east Vasse, it has been determined that the land east of Lots 176, 201 and 9000 Rendezvous Road has a developable area of 46.7356 ha outside of the nominated open space areas (most is areas with remnant trees and vegetation, but can be developed as active or passive open space). To determine the approximate lot yield outside of nominated open space areas, conservation areas and other deductions, an average density of R15 (666 m^2 per dwelling) is considered an appropriate median that balances out the higher (R30 / R40) and lower densities (R12.5 / R10) that may be applied throughout, plus other land committed to small activity centres, community sites, roads / pedestrian access ways, utilities and drainage reserves.

If an R15 average density is applied to the 46.7356 hectares of developable area, the resultant yield for the balance of Vasse east is just over 700 lots, a significant settlement in its own right.

The Water Corporation's sewer concept plan shows the land east of Lots 176, 201 and 9000 being serviced by the proposed sewer catchment / scheme draining / pumping east. Specifically, it shows Lots 178, 501, 1445 and 9003 Rendezvous Road / Busselton Bypass being gravity drained northeast and through *The Woods on Rendezvous* to a Type 90 pump station adjoining the Busselton Bypass. From there it is pumped east by pressure main to a future discharge point into a future gravity scheme in *Dunbarton* (infill sewerage scheme). Because Lots 176, 201 and 9000 Rendezvous Road are outside this eastern gravity-fed sewer catchment designated for the east, they really have no 'physical' bearing on provision of sewer to the remainder of east Vasse, being Lots 178, 501, 1445 and 9003.

Further, in accordance with Water Corporation's Headworks Delivery Manual, once east Vasse is brought under the Water Corporation's 5-year CIP, the owners / developers of Lots 178, 501, 1445 and 9003 may construct the headworks infrastructure required to accommodate connections to reticulation assets in accordance with the Water Corporation's conceptual scheme planning, then be reimbursed after 12 months operation (defects period). Headworks infrastructure that comes under this 'pre-fund' arrangement include wastewater pumping stations and pressure mains, plus main sewers larger than 300 mm. Accordingly, most of the significant assets required to bring Lots 178, 501, 1445 and 9003 would be covered and reimbursed to the developer(s). Most lenders are aware of developer-constructed work agreements with Water Corporation and would regard these as bankable cost-recovery mechanisms. Hence there is no 'financial' prejudice to the development of the remainder of east Vasse, notwithstanding the fact that Lots 176, 201 and 9000 are not in this sewer catchment.

4.5 Arrangements to interface with land adjoining the structure plan area

The structure plan generally shows R5 lots of a similar area, width and depth. Such is seen as a sensible transition to the slightly smaller, fully-serviced lots within *Heron Lake* to the northwest, while also being large enough to respect the existing traditional rural residential lots adjoining to the east and lower west.

4.6 Public open space

No true open space is provided consistent with the practice applied to other special residential subdivisions in the east Vasse cell, plus the pre-submission direction given by the City of Busselton. As is generally accepted, lots over 2,000 m^2 generally contain their own degree of self-contained passive and active recreational spaces, and any space that may be provided is often poorly or under-utilised.

4.7 Residential density targets

There are no specific residential density targets applied under the higher level strategic plans and strategies and sub-regional structure plans prepared and / or endorsed by the WAPC.

5. Local development plans

None required.

6. Other requirements

6.1 Infrastructure corridors and / or infrastructure upgrades required

No significant infrastructure corridors are required, while servicing will be limited to extension of the four basic 'common trenched' underground services of water, power, gas and broadband telecommunications. These common services will be extended in the proposed road network, including the connections from the structure plan area further east, while sewerage to the land further east will be provided by Water Corporation's planned scheme extending west from Kookaburra Avenue, not from Vasse.

6.2 Funding arrangements for the provision of standard and community infrastructure

The current arrangement is for 'per-lot' contributions to collected by the City of Busselton under its local planning scheme and local planning policies. These funds are then used for upgrades and improvements of roads, paths and general community infrastructure in the immediate locality and district. In a similar manner, Busselton Water and Western Power also require payment of infrastructure contributions (headworks) for each lot, plus relevant fees to connect each lot to the water and power supply networks.

7. Additional information

This structure plan requires the following additional information to be submitted at the set stages.

Additional information	Approval stage	Consultation required
Urban water management plan	Condition of subdivision approval requiring the plan to be prepared and approved prior to site works, and implemented prior to clearance of the same condition.	City of Busselton in consultation with Department of Water and Environmental Regulation
Foreshore management plan	Condition of subdivision approval requiring the plan to be prepared and approved prior to site works, and implemented prior to clearance of the same condition.	City of Busselton

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Document Control

Version	Date	Author	Reviewer
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Limitations

This report has been prepared by Accendo Australia Pty Ltd in accordance with the scope limitations provided in this report, or as otherwise agreed, between the Client and Accendo.

This report is strictly limited to the matters stated in it and is not to be read as extending, by implication, to any other matter in connection with the matters addressed in it.

This report has been prepared based upon data and other information provided by the Client and other individuals and organisations, most of which are referred to in the report, which Accendo has not independently verified or checked beyond the agreed scope of work. Accendo does not accept liability in connection with such unverified information.

The conclusions and recommendations in this report are based on assumptions made by Accendo described in this report where and as they are required. Accendo disclaims liability arising from any of the assumptions being incorrect.

The report is based on site specific conditions encountered and information received at the time of preparation of this report or the time that site investigations were undertaken. Accendo disclaims responsibility for any changes that may have occurred after this time.

The preparation of this report has been undertaken and performed in a professional manner, in consideration of the scope of services and in accordance with environmental consulting practices. No other warranty is made.

EXECUTIVE SUMMARY

This Site and Soil Evaluation (SSE) has been prepared by Accendo Australia on behalf of Banyanda Investments Pty Ltd, to support development of Lots 176, 201 and 9000 Rendezvous Road, Vasse (herein referred to as the subject site) (refer to **Figure 1**). The subject site is located in the municipality of the City of Busselton within Western Australia and is approximately 9 km west-southwest of the Busselton town centre.

The subject site is approximately 10.3 hectares (ha) in area and is currently zoned 'Urban Development' pursuant to the City of Busselton's *Town Planning Scheme No. 21*. This enables residential subdivision within the subject site in accordance with an approved Structure Plan.

A Structure Plan (Able Planning 2020) (refer to **Appendix A**) has been prepared for the subject site which provides for a 37 lot rural residential development, including Lot 201 (7,588 m^2) and 36 new lots ranging from 1,800 m^2 to 3,963 m^2 in size. It also incorporates three Reserves for Recreation and one reserve for Pedestrian Access and Drainage with a total area of 6,252 m^2. A 30 m development setback has been provided to Rendezvous Road.

A Geotechnical Report (WML Consultants Pty Ltd 2019) has been prepared for the subject site in which soil characteristics were investigated to determine the soil types and suitability for effluent disposal.

Groundwater level monitoring has also been undertaken within the subject site to obtain seasonal peaks during 2015 and 2016.

A Local Water Management Strategy has also been prepared by Accendo Australia in 2015 and amended in 2019 and 2021 (Accendo 2021).

This SSE report has been prepared to support the development of the subject site. It investigates the existing environment and the suitability of the subject site for onsite effluent disposal, including the appropriate location for onsite disposal to comply with the relevant regulations and guidelines.

Based on the regulatory requirements and site characteristics, the use of onsite effluent disposal for the development is considered to be suitable provided the following measures are implemented:

- The inclusion of a secondary treatment system (such as an Aerobic Treatment Unit);
- Utilise subsurface or drip irrigation systems within the land application area;
- Importation of high PRI fill to raise the ground surface to ensure 0.6 m separation to groundwater and increase nutrient retention abilities; and
- Establish vigorous vegetation on and in proximity to the application areas to promote the formation of biological pores and the uptake of water.

Based on this assessment and compliance with the above management measures, Accendo considers that the subject site is suitable for onsite effluent disposal in association with the development.

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1 INTRODUCTION

1.1 Background

This Site and Soil Evaluation (SSE) has been prepared by Accendo Australia on behalf of Banyanda Investments Pty Ltd, to support development of Lots 176, 201 and 9000 Rendezvous Road, Vasse (herein referred to as the subject site) (refer to **Figure 1**). The subject site is located in the municipality of the City of Busselton within Western Australia and is approximately 9 km west-southwest of the Busselton town centre.

The subject site is approximately 10.3 hectares (ha) in area and is currently zoned 'Urban Development' pursuant to the City of Busselton's *Town Planning Scheme No. 21*. This enables residential subdivision within the subject site in accordance with an approved Structure Plan.

A Structure Plan (Able Planning 2020) (refer to **Appendix A**) has been prepared for the subject site which provides for a 37 lot rural residential development, including Lot 201 (7,588 m^2) and 36 new lots ranging from 1,800 m^2 to 3,305 m^2 in size. It also incorporates three Reserves for Recreation and one reserve for Pedestrian Access and Drainage with a total area of 6,252 m^2. A 30 m development setback has been provided to Rendezvous Road.

A Geotechnical Report (WML Consultants Pty Ltd 2019) (refer to **Appendix B**) has been prepared for the subject site in which soil characteristics were investigated to determine the soil types and suitability for effluent disposal.

Groundwater level monitoring has also been undertaken within the subject site to obtain seasonal peaks during 2015 and 2016 (Accendo Australia 2017) (refer to **Appendix C**).

A Local Water Management Strategy has also been prepared by Accendo Australia in 2015 and amended in 2019 and 2021 (Accendo 2021) (refer to **Appendix D**).

1.2 Purpose

In consideration of the above, the purpose of this report is to determine the suitability of the subject site for onsite effluent disposal and the appropriate on-site effluent systems to comply with the following policies and standards:

- *Government Sewerage Policy* (September 2019), Department of Planning, Lands and Heritage (DPLH).
- *Australian/New Zealand Standard On-site domestic wastewater management* (AS/NZS 1547:2012) (February 2012).

1.3 Description of Development

The proposed development consists of 37 lots, ranging from 1,800 m^2 to 7,588 m^2 in size (refer to **Appendix A**). Onsite wastewater treatment and disposal will be required for each lot. The Australian Standard (AS/NZS 1547:2012) provides guidance on the calculation of expected wastewater design flows, established on the basis of peak occupancy and water supply (as outlined in Table H1 in AS/NZS 1547:2012).

Table 1. Typical Domestic Wastewater Design Flow Allowances – Australia.

Source	Typical wastewater design flows (L/person/day)	
Residential premises	On-site roof water tank supply	Reticulated water supply
	120	150
Source: Australian Bureau of Statistics. Water Account 2004/2005. Chapter 7 Figure 7.3		

Based on a maximum occupancy of six persons per house, the total wastewater produced per day would range from 720 L to 900 L per lot, dependent on the water source. Over the total 37 lots this would amount to between 26,640 L to 33,300 L of wastewater produced per day. Given that the wastewater for each lot is to be processed within the lot, the on-site effluent systems must be capable of processing 900 L per day.

2 BIOPHYSICAL ENVIRONMENT

2.1 Topography, Landforms and Soils

The subject site rises from the wetlands to the north and west, creating an elevated plain which is currently comprised of paddocks and residences. The contour lines indicate that the majority of the subject site is relatively flat with an elevation between 4 – 5 m Australian Height Datum (AHD). The elevation gently rises to 6 m AHD in the south of the subject site.

Geomorphologic classification for the subject site reported in the *Geological Survey of Western Australia Busselton Sheet 1930 I 1:50,000 Environmental Geology Series* (Belford 1987) indicates that the geology consists of sand derived from Tamala limestone and silty sand of alluvium origin. Furthermore, the geological mapping indicates the potential presence of heavy minerals within the sand.

In addition, subject to Tille and Lantzke's (1990) *Land Resources Series No 5 for the Busselton Augusta Margaret River Area for Land Capability Study*, the subject site has been classified as 'Abba Plains Land System' described as '*poorly drained flats, on the southern Swan Coastal Plain. Grey deep sandy duplex and wet soil.*'

The Department of Primary Industry and Regional Development's (DPIRD's) Natural Resource Information Portal (NRInfo) maps the subject site as occurring largely within the Jindong flats Phase, consisting of "well drained flats with sandy gradational grey brown (Busselton) soils, some red brown sands and loams (Marybrook Soils)".

2.2 Surface Water

Surface water characteristics of the site are discussed in detail in the Stormwater Management Strategy (**Appendix C** of the LWMS (**Appendix D**)) and are summarised below.

The subject site is located immediately southeast of the Vasse townsite and lies on the south western fringe of the Broadwater Nature Park. The properties are well elevated at a height of approximately 5.0 m AHD, some 4.0 m above the adjacent Broadwater Wetlands. The site specific geotechnical investigation confirmed the subsurface geology to comprise well-draining sand to a depth in excess of 2.0 m, except in an isolated location on the western boundary where rock was encountered at 1.2 m (WML 2019) (refer to **Figure 1**). There is no evidence of surface water inundation in the area proposed for development. A tributary wetland associated with the Broadwater Nature Reserve lies to the north at an RL 1.0 m AHD.

Due to its proximity and elevation above the Broadwater Wetlands to the north, stormwater run-off is ultimately directed to this body. Transmission however is predominantly via groundwater movement through sandy surface soil sand, not through direct surface run-off.

The 1:100 year flood level within the Broadwater wetland area has been established by the DWER at 1.65 m AHD. Ground levels within the development area (minimum 4.0 m AHD) are sufficiently above the flood level to protect it from inundation from this source.

Wetlands within Western Australia are classified on the basis of landform and water permanence pursuant to the Semeniuk (1995) classification system (refer to **Table 2**).

Table 2. Wetland classifications (Semeniuk 1995).

Water Longevity	Landform				
	Basin	Channel	Flat	Slope	Highland
Permanent Inundation	Lake	River	-	-	-
Seasonal Inundation	Sumpland	Creek	Floodplain	-	-
Intermittent Inundation	Playa	Wadi	Barlkarra	-	-
Seasonal Waterlogging	Dampland	Trough	Palusplain	Paluslope	Palusmont

Areas of wetlands have been mapped previously by Semenuik (1995) across the entire Swan Coastal Plain. This mapping has been converted into a digital dataset that is maintained by the DBCA and is referred to as the '*Geomorphic Wetland of the Swan Coastal Plain*' dataset. This dataset contains information on geomorphic wetland types and assigns management categories that guide the recommended management approach for each wetland area. The wetland management categories and management objectives are listed in **Table 3**.

Table 3. DBCA wetland management categories (Semeniuk 1995).

Category	Description	Management Objectives
Conservation	Wetlands support a high level of ecological attributes and functions.	Highest priority wetlands. Objective is to preserve and protect the existing conservation values of the wetlands through various mechanisms including: • Reservation in national parks, crown reserves and State owned land, • Protection under Environmental Protection Policies, and • Wetland covenanting by landowners. No development or clearing is considered appropriate. These are the most valuable wetlands and any activity that may lead to further loss or degradation is inappropriate.
Resource Enhancement	Wetlands which may have been partially modified but still support substantial ecological attributes and functions	Priority wetlands. Ultimate objective is to manage, restore and protect towards improving their conservation value. These wetlands have the potential to be restored to Conservation category. This can be achieved by restoring wetland function, structure and biodiversity.
Multiple Use	Wetlands with few remaining attributes and functions	Use, development and management should be considered in the context of ecologically sustainable development and best management practice catchment planning through landcare.

The subject site contains a Resource Enhancement (RE) wetland (UFI 13206) and a Multiple Use (MU) wetland (UFI 15809), as described in the DBCA's *Geomorphic Wetlands, Swan Coastal Plain* dataset (refer to **Figure 1**).

The RE wetland mapping on the western boundary of the subject site contains an elevated area comprised of paddock grasses and introduced *Eucalyptus* species. Accordingly, this area is not representative of a RE wetland, which is further supported by the findings of the geotechnical investigation (refer to **Appendix B**). The Structure Plan has been designed to restrict the clearing of any riparian vegetation and protect 1,676 m^2 of wetland dependent vegetation within a Reserve for Recreation and Drainage.

The north-western extent of the subject site is mapped as a MU palusplain. This wetland category requires drainage strategies to be incorporated in the planning of the development in order to protect against flooding including protection of groundwater and surrounding surface water resources. The Structure Plan provides an extension of an existing Reserve for Recreation and Drainage within this area.

2.3 Groundwater

2.3.1 Aquifers

The catchments within the subject site are underlain by the Superficial aquifer, which is approximately 10m thick. Below lies the Leederville aquifer, a confined aquifer that is recharged by direct infiltration of rainfall on the Blackwood Plateau.

Superficial Aquifer

The Superficial aquifer forms an unconfined aquifer beneath the Swan Coastal Plain and collectively includes the Tamala Limestone, Bassendean Sand, Guildford formation and Yoganup formation. As a result of the variable formations within the aquifer, a large variation in permeability, salinity, recharge rates and soil type is experienced. Throughout these formations there are areas of high potential ASS.

The soil within the Superficial aquifer is predominantly clay based, with 40% sand and limestone. The soil increases in clay content in proximity to the Whicher Scarp and the Bunbury Basalt.

The aquifer is fully recharged and saturated during the winter months resulting in large areas of water logging. However, the existing extensive drainage network captures and diverts the majority of excess water. Groundwater salinity increases from <1000 mg/L towards the southern boundary of the aquifer to approximately 7000 mg/L towards the coast (DWER 2021).

Leederville Aquifer

The Leederville Aquifer is a significant aquifer located to the north and west of the Gnangara Mound and has an average thickness of approximately 30m. Beneath the subject site the flow is northwards.

The Leederville formation consists predominantly of the Upper and Lower Vasse members overlying the deeper Yarragadee formation. Depth of the aquifer ranges from 15–200 m BGS depending on the site location and distance from the coast. The thickness of the aquifer increases significantly to the west, within the vicinity of the subject site.

Groundwater salinity ranges across the sub-area up to 1500 mg/L in the shallower parts of the aquifer towards the coast (DWER 2021).

The subject site is not located within a proclaimed groundwater area under the *Rights in Water and Irrigation Act 1914* (RIWI Act).

To protect the State's drinking water resources the DWER has defined certain Priority Classification Areas within the Public Drinking Water Source Areas (PDWSA) providing three levels of groundwater quality protection. These are based on the principles of risk avoidance (Priority 1), risk minimisation (Priority 2) and pollution limiting (Priority 3). The subject site does not lie within any existing or potential PDWSAs.

2.4 Sewage Sensitive Areas

The *Government Sewerage Policy* (GSP) (DPLH 2019) was produced to establish the Western Australian Government's position on the provision of sewerage services in the State. It requires reticulated sewerage to be provided during the subdivision and development of land where possible. Reticulated sewerage is not available within the subject site, therefore sewerage disposal is to adopt a best practice approach in

accordance with *Australian/New Zealand Standard 1547 On-site domestic wastewater management* and the GSP.

The general site requirements for on-site effluent disposal are outlined in the GSP and *AS/NZS 1547:2012* and are dependent on whether the site is located within a sewage sensitive area (as defined within the GSP). The proposed lots to be developed within the subject site are not mapped as occurring within a sewage sensitive area with only a small portion (approximately 25 m^2) mapped as being a sewage sensitive area (refer to **Figure 2**).

2.5 Climate

The climate at the subject site can be described as warm and temperate with wet winters and dry summers. Climatic data from the closest weather station (Busselton Shire No. 009515) indicates an annual average rainfall of 807 mm with the majority falling between May and September. June has the highest mean rainfall, with a mean of 165.28 mm, and January has the lowest with 10.3 mm.

The mean maximum temperatures range from 28.5°C in January to 16.3°C in July, and mean minimum temperatures range from 7.5°C in July and August to 14°C in February (Bureau of Meteorology 2021).

3 SITE ASSESSMENT

3.1 Site Specific Investigation

In order to provide a measure of on-ground verification of the site characteristics that can be used to determine the suitability of onsite effluent disposal, a number of site-specific parameters were investigated during a geotechnical investigation (WML Consultants 2019) undertaken on the 27th February 2019 (refer to **Appendix B**). This investigation comprised:

- Nine hand augered (HA) boreholes - majority of boreholes were terminated at the target depth of 2 m;
- Three in-situ Permeability tests using the Talsma-Hallam Permeameter in accordance with AS10547-2012;
- Sampling of six phosphorus retention index (PRI) tests; and
- Sampling of three soil classification tests (PSD/PI).

3.1.1 Sub Surface Profile

During the geotechnical investigation, it was determined that subsurface conditions within the investigation area are reasonably consistent, being comprised of (WML Consultants 2019):

- Dry, dark brown, loose, fine to medium grained, **silty SAND** with a trace of organics and trace of fine to medium roots. TOPSOIL – typically 0.2 m thick;
- Dry to moist, pale brown, medium dense, fine to medium grained, **SAND** with a trace of silt; and
- Moist, pale cream yellow, medium dense, fine to medium grained, **SAND**.

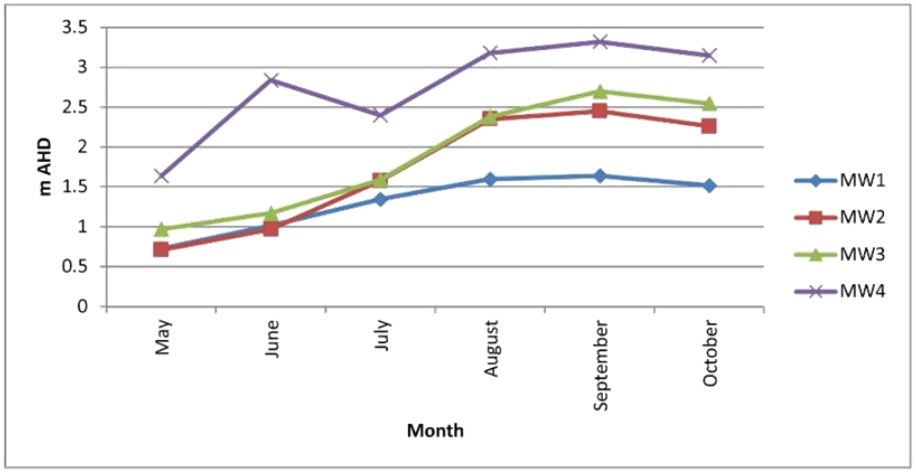
The subsurface profile can generally be described as consisting of a dark brown silty sandy topsoil occurring to a depth of 0.2 – 0.3 m underlain by slightly less silty brown sand underlain by various layer of clear sand associated with Tamala limestone.

Refusal at depths of 1.5 m and 1.2 m on rock was seen at HA2 and HA3 respectively with all other boreholes reaching the target depth of 2.0 m. At HA6, HA7 and HA9 at a depth between 1.5 m – 2.0 m the clean pale cream yellow sand was underlain by slightly cohesive sand with some clay of a similar colour which was sticky to touch and slightly coarser (WML Consultants 2019).

3.1.2 Groundwater Levels

Four groundwater monitoring bores were installed within Lot 176 on the 7th May 2015. Monthly groundwater level monitoring was conducted at each of the four bores within Lot 176 from May to October 2015.

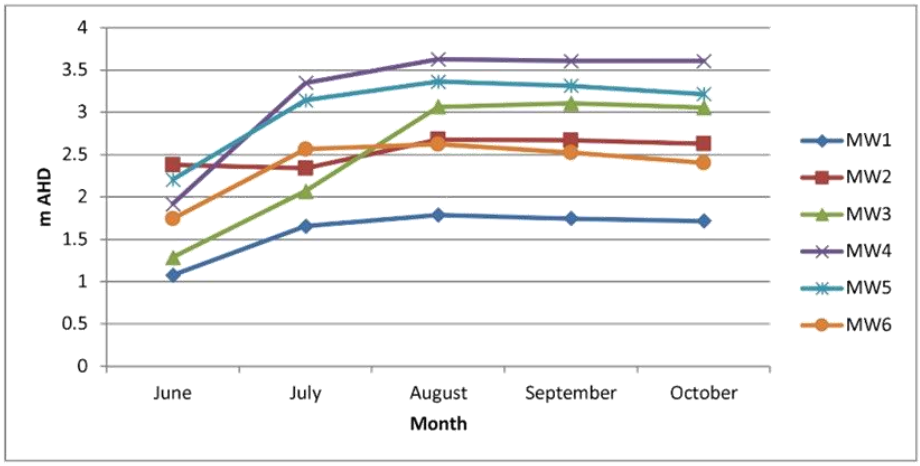
Results for the seasonal peak were all in excess of 1.7 m below ground level (BGL). The groundwater level results for the 2015 monitoring period are provided below in **Graph 1**.



Graph 1. 2015 groundwater levels within Lot 176.

Two groundwater monitoring bores were installed within Lot 9000 on the 24th June 2016. Monthly groundwater level monitoring was conducted at each of the four bores within Lot 176 and the two bores within Lot 9000 from June to October 2016.

Despite some of the bores being in proximity to wetland areas, results for the seasonal peak were all in excess of 1.4 m BGL. The groundwater level results for the 2016 monitoring period are provided below in **Graph 2**.



Graph 2. 2016 groundwater levels within the subject site.

Adjusted Maximum Groundwater Levels (MGLs) were calculated for each of the six monitoring bores and are provided below in **Table 4** (refer to **Appendix C**).

Table 4. Adjusted MGLs for the subject site.

Monitoring Bore	Adjusted MGL (m AHD)	Ground Level (m AHD)	Separation Distance (m AHD)
MW1	2.1	3.6	1.5
MW2	3.2	4.8	1.6
MW3	3.6	5.7	2.1
MW4	4.3	5.1	0.8
MW5	4.0	5.6	1.6
MW6	3.1	5.0	1.9

For the monitoring bores within the subject site a separation distance between the MGL and building floor level of 1.5 m AHD is largely achieved excluding one bore which is located immediately adjacent to the RE wetland (refer to **Appendix C**). Based on these results, it is considered likely that the fill requirements will be minimal to enable an adequate separation distance to groundwater from building floor levels.

3.1.3 Soil Testing

3.1.3.1 Phosphorus Retention Index

The geotechnical investigation also involved an assessment of Phosphorous Retention Index (PRI) in relation to onsite effluent disposal.

Six samples were analysed for PRI at variable depths whereby the values ranged from 13 to 35, with an average of 24 (refer to **Table 5**). Soil modification is expected to be required for 'moderately absorbing' soils to adequately increase PRI.

Further testing is suggested in order to better outline the phosphorus adsorption qualities for each lot to inform the need for soil modification at effluent disposal locations.

Table 5. PRI results from geotechnical investigation (WML Consultants 2019).

Location	PRI (mL/g)	Classification
HA1 0.2 – 0.6	21	Strongly absorbing
HA4 0.6 - 0.8	22	Strongly absorbing
HA4 0.9 – 1.2	13	Moderately absorbing
HA6 1.5 – 2.0	35	Strongly absorbing
HA7 0.2 – 0.6	33	Strongly absorbing
HA8 0.5 – 1.0	20	Moderately absorbing

3.1.3.2 Permeability Testing

Three *insitu* permeability tests were conducted within the subject site, with all tests conducted on surface soils to a depth of 650 mm. Based on the results, a design value of permeability of 1 m/day has been recommended for the subject site (WML Consultants 2019).

3.1.4 Groundwater Quality

No investigations have yet been conducted into groundwater quality at the subject site. Nutrient levels are expected to be elevated in consideration of the historical land uses.

3.1.5 Soil Categorisation

Soil categorisation is provided within the *AS/NZ Standard 1547-2012* considering several important soil properties such as:

- Soil texture;
- Sodicity and dispersiveness;
- Soil structure;
- Presence, density and sizes of biological pores – 'areal porosity';
- Soil bulk density; and
- Soil permeability.

In accordance with Table 5.1, Table E1 of *AS1547:2012*, all soils located within the subject site can be categorised as:

- Soil Category 1, Gravels and sands.

4 MANAGEMENT MEASURES

4.1 General Site Requirements

The general site requirements for on-site effluent disposal are outlined in the *Government Sewerage Policy* (DPLH 2019) and *AS/NZS 1547:2014* and are summarised in **Table 6** below. Compliance with these requirements in relation to the proposed development is also discussed.

Table 6: Site requirements for on-site effluent disposal and compliance with the proposed development.

Feature	Minimum Requirement	Compliance
Minimum lot size	Urban/Industrial subdivision outside public drinking water source areas and sewage sensitive areas – 2,000 m^2	The minimum lot size proposed is 1,800 m^2, while this is marginally below the 2,000 m^2 compliance with all required setbacks and margins can be achieved within the proposed Lots.

Separation from water resources	An on-site sewage system is not to be located within:
	• A wellhead protection zone or on Crown land within a reservoir protection zone;
	• 100 metres of the high water mark of a reservoir or 100 metres of any bore used for public drink water supply where:
	  ○ A wellhead protection zone or reservoir protection zone has not been assigned; or
	  ○ Where existing lots would be rendered undevelopable by the wellhead protection zone;
	• 30 metres of a private bore used for household/ drinking water purposes;
	• 100 metres of a waterway or significant wetland and not within a waterway foreshore area or wetland buffer.
	• 100 metres of a drainage system that discharges directly into a waterway or significant wetland without treatment;
	• Any area subject to inundation and/or flooding in a 10 per cent Annual Exceedance Probability (AEP) rainfall event.
		A significant wetland is defined within the GSP as '*Includes Ramsar Wetlands; those listed in the Australian Government's Directory of Important Wetlands in Australia; wetlands categorised as Conservation Category in the Department of Biodiversity, Conservation and Attraction's Swan Coastal Plain geomorphic wetlands database, wetlands listed in the South Coast Significant Wetlands database and other wetlands that have been identified for protection during the land planning process*'. The wetlands located within the subject site are not included in this definition therefore a 100 m buffer is not required.
		
		There are two household bores currently located within existing lots 176 and 9000. The bore located within Lot 176 is associated with the dwelling to be removed, therefore it is likely that this bore will be removed. The bore associated with Lot 9000 may be retained with the existing infrastructure but will be located greater than 30 m from any application area.
		
		The subject site is not located within an area subject to inundation and/or flooding in a 10 per cent Annual Exceedance Probability (AEP) rainfall event.

Feature	Minimum Requirement	Compliance
Separation from groundwater	The discharge point of the on-site sewage system should be • For loams and heavy soils, at least 0.6 m • For gravels, at least one metre • For sands, at least 1.5 metres. Where a nutrient retentive secondary treatment system is used, at least 0.6 metres.	A separation distance between the maximum groundwater levels and building floor level of 1.5 m AHD is achieved excluding an area adjacent to the RE wetland, which had a separation distance of 0.8 m AHD. Accordingly, a separation of at least 0.6 m above highest seasonal water table will be achieved.
Land Application Area	Each lot should be of sufficient size to accommodate development and an unencumbered land application area for the disposal of sewage. The land application area includes the area restricted to the distribution of treated sewage only and should be kept free of any temporary or permanent structure, should not be built on or paved in a manner which precludes access, not be subject to vehicular or regular foot traffic and should be kept in a manner which enables servicing and maintenance of the disposal system.	Land application areas will be dependent upon the application method and are discussed further in **Section 4.3**. The subject site is of sufficient size that the application area can be accommodated within each lot. Manufacturer's guidance in respect to setback requirements will be complied with.
Slope and instability	Where slope exceeds one in five the land application area should be engineered to prevent run-off from the land application area.	Topographic contours indicate that the subject site is relatively flat and the gradient will not exceed 1:5.
Setback from infrastructure	Horizontal setback from • property boundary 1.5 to 50m • buildings/houses 2.0 to >6 m	Required setbacks will depend upon the final system design. Compliance with this requirement will be ensured during the final design phase.

4.2 Treatment Type

The conventional system for onsite disposal and treatment of domestic liquid waste consists of one or more septic tank units connected to a soil absorption system such as a leach drain. Septic tank units are typically connected to two leach drains to enable the release of effluent.

The use of conventional septic tank systems is not considered suitable for this subject site due to the soil type, separation to groundwater and proximity to wetlands. To ensure the treated effluent is of a suitable quality, the use of secondary treatment systems (such as an Aerobic Treatment Unit) will be required for this site.

4.3 Land Application System

Tables K1 and K2 in *AS/NZS 1547:2012* provide guidance on the selection and design of land application systems with respect to site, soil and climatic factors. The subject site is associated with several limitations associated with onsite effluent disposal including a soils with a moderate adsorption ability, varying

separation to groundwater and the proximity of wetland areas. Accordingly, the following management measures are recommended:

- The inclusion of a secondary treatment system (such as an Aerobic Treatment Unit);
- Utilise subsurface irrigation systems within the land application area;
- Importation of high PRI fill to raise the ground surface to ensure 0.6 m separation to groundwater and increase nutrient retention abilities where required; and
- Establish vigorous vegetation on and in proximity to the application areas to promote the formation of biological pores and the uptake of water.

Indicative land application areas including setbacks from infrastructure will be dependent on the final system design and should be determined in line with manufacturer's guidelines.

4.3.1 Irrigation Systems

Irrigation systems increase evapotranspiration in the shallow topsoil layer of a land application area, rather than relying fully on hydraulic seepage in the subsoil (*AS/NZS 1547:2012*). Given the size of lots and separation to groundwater in some lots, subsurface or drip irrigation is recommended to decrease the land application area required.

For subsurface or drip irrigation, compliance with the following effluent quality parameters (as outlined within the *AS/NZS 1547:2012*) should be achieved:

- Ninety percent of samples shall have BOD_5 less than or equal to $20g/m^3$ with no sample greater than $30g/m^3$; and
- Ninety percent of samples shall have TSS less than or equal to $30g/m^3$ with no sample greater than $45g/m^3$.

Optimal performance parameters for subsurface or drip irrigation are BOD_5 of $15g/m^3$ and TSS of $15g/m^3$. This may require the use of a secondary treatment system.

Where an irrigation system is utilised to dispose of treated effluent, a design irrigation rate (DIR) of 5 mm/day is recommended (refer to Table M1 AS/NZS 1547:2012). In addition, irrigation systems shall be installed at a depth of approximately 250 mm, in good quality topsoil in grassed or other suitably vegetated areas. Based on the use of a secondary treatment system, the above DIR and a maximum daily wastewater production of 900L, the application area required will be approximately 180 m^2 excluding setbacks. The importation of high PRI fill may also be required to ensure a separation of 0.6 m from the maximum groundwater is achieved at all times.

5 SUMMARY

Lots 176, 201 and 9000 on Rendezvous Road, Vasse is approximately 10.3 ha in size. It is proposed to develop and subdivide the subject site into 37 lot rural residential lots, including Lot 201 (7,588 m^2) and 36 new lots ranging from 1,800 m^2 to 3,963 m^2 in size. The development also incorporates three Reserves for Recreation and one reserve for Pedestrian Access and Drainage with a total area of 6,252 m^2. A 30m development setback has been provided to Rendezvous Road. The subject site is located in the municipality of the City of Busselton within Western Australia and is approximately 9km west-southwest of the Busselton town centre.

This SSE report has been prepared to support the development of the subject site. It investigates the existing environment and the suitability of the subject site for onsite effluent disposal to comply with the relevant regulations and guidelines.

This SSE will be updated once a final lot and road layout has been approved, following the granting of subdivision approval. The updated SSE will include further PRI testing on a lot-specific basis to determine if any lots require suitable fill soil for secondary system disposal areas.

Based on the regulatory requirements and site characteristics, the use of onsite effluent disposal for the development is considered suitable provided the following measures are implemented:

- The inclusion of a secondary treatment system (such as an Aerobic Treatment Unit);
- Utilise subsurface or drip irrigation systems within the land application area;
- Importation of high PRI fill to raise the ground surface to ensure 0.6 m separation to groundwater and increase nutrient retention abilities; and
- Establish vigorous vegetation on and in proximity to the application areas to promote the formation of biological pores and the uptake of water;

Based on this assessment and compliance with the above management measures, Accendo considers that the subject site is suitable for onsite effluent disposal in association with the proposed development.

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LOCAL WATER MANAGEMENT STRATEGY

LOT 176, 201 AND 9000 RENDEZVOUS ROAD, VASSE

October 2021

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This report has been prepared by Accendo Australia Pty Ltd in accordance with the scope limitations provided in this report, or as otherwise agreed, between the Client and Accendo.

This report is strictly limited to the matters stated in it and is not to be read as extending, by implication, to any other matter in connection with the matters addressed in it.

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The conclusions and recommendations in this report are based on assumptions made by Accendo described in this report where and as they are required. Accendo disclaims liability arising from any of the assumptions being incorrect.

The report is based on site specific conditions encountered and information received at the time of preparation of this report or the time that site investigations were undertaken. Accendo disclaims responsibility for any changes that may have occurred after this time.

The preparation of this report has been undertaken and performed in a professional manner, in consideration of the scope of services and in accordance with environmental consulting practices. No other warranty is made.

EXECUTIVE SUMMARY

This Local Water Management Strategy (LWMS) has been prepared by Accendo Australia in consultation with Dirk van Noort on behalf of Banyanda Investments Pty Ltd to support development of Lot 176, 201 and 9000 Rendezvous Road, Vasse (herein referred to as the subject site). The subject site is located in the municipality of the City of Busselton within Western Australia and is approximately 9 km southwest of Busselton.

The subject site is approximately 10.3 hectares in area and is currently zoned 'Urban Development' pursuant to the City of Busselton's *Town Planning Scheme No. 21*. This enables residential subdivision within the subject site in accordance with an approved Structure Plan.

A Structure Plan (Able Planning 2020) (refer to **Appendix A**) has been prepared for the subject site which provides for a 37 lot rural residential development, including Lot 201 (7,588 m^2) and 36 new lots ranging from 1,800 m^2 to 3,305 m^2 in size. It also incorporates three Reserves for Recreation and one reserve for Pedestrian Access and Drainage with a total area of 6,252 m^2. A 30 m development setback has been provided to Rendezvous Road.

This LWMS provides an integrated total water cycle management approach for the development of the subject site. This includes an assessment of the pre-development environment, development of water use sustainability initiatives and a stormwater and groundwater management strategy.

The proposed stormwater management system for the development has been designed in accordance with the *Stormwater Management Manual for Western Australia* (DoW 2004-2007). Stormwater management for the subject site will be designed using the following key principles and objectives:

- All lots will infiltrate or retain stormwater on-site through infiltration;
- All roads will be designed to provide a flood route for events greater than 1-in-1 year ARI and up to 1-in-100 year ARI event;
- Roads will incorporate flush kerbing and swales for stormwater treatment prior to discharge into stilling ponds prior to overflow.

The overall objectives for groundwater management are to minimise any changes to the underlying groundwater level and quality as a result of development.

Further investigations will be completed prior to subdivision, including detailed drainage design. An Urban Water Management Plan will be prepared at subdivision stage, with the implementation of the plan to commence during development stages. Stormwater management considerations and strategies outlined in this report are likely to be refined as more detailed environmental and geotechnical information becomes available and the subdivision design is finalised.

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Figure 1. The Subject Site

1 INTRODUCTION

1.1 Background

This Local Water Management Strategy (LWMS) has been prepared by Accendo Australia in consultation with Dirk van Noort on behalf of Banyanda Investments Pty Ltd, to support development of Lot 176, 201 and 9000 Rendezvous Road, Vasse (herein referred to as the subject site) (refer to **Figure 1**). The subject site is located in the municipality of the City of Busselton within Western Australia and is approximately 9km west-southwest of the Busselton town centre.

The subject site is approximately 10.3 hectares (ha) in area and is currently zoned 'Urban Development' pursuant to the City of Busselton's *Town Planning Scheme No. 21*. This enables residential subdivision within the subject site in accordance with an approved Structure Plan.

A Structure Plan (Able Planning 2020) (refer to **Appendix A**) has been prepared for the subject site which provides for a 37 lot rural residential development, including Lot 201 (7,588 m^2) and 36 new lots ranging from 1,800 m^2 to 3,305 m^2 in size. It also incorporates three Reserves for Recreation and one reserve for Pedestrian Access and Drainage with a total area of 6,252 m^2. A 30 m development setback has been provided to Rendezvous Road.

This LWMS provides an integrated total water cycle management approach for the development of the subject site. This includes an assessment of the pre-development environment, development of water use sustainability initiatives and a stormwater and groundwater management strategy.

1.2 Objectives

The LWMS for the subject site has been developed to address the following objectives:

- Assess the existing environment hydrological and hydraulic conditions;
- Undertake a desktop investigation of the current land use and conditions;
- Develop a stormwater management strategy for the site considering the receiving environment;
- Develop and document strategies for relevant hydrological conditions including water conservation, groundwater protection and environmental conservation; and
- Obtain support from the City of Busselton for the proposed strategy to manage stormwater and potential impacts across the site.

1.3 Key Reference Documents

This LWMS has been developed with reference to the following guidance documents:

- *Better Urban Water Management* (WAPC 2008);
- *Decision Process for Stormwater Management in Western Australia* (DWER 2017);
- *Stormwater Management Manual for Western Australia* (DoW 2007);
- *City of Busselton Engineering and Works Services Standards and Specifications – Section 2* (City of Busselton 2017); and
- *National Water Quality Management Strategy* (ANZECC 2000).

2 PRE-DEVELOPMENT ENVIRONMENT

2.1 Existing Land Use

The subject site is predominately cleared of remnant vegetation consisting of paddocks, an orchard and introduced *Eucalyptus* species. Native species are restricted to riparian vegetation associated with the fringing wetlands and sporadic *Agonis flexuosa* and *Eucalyptus* species.

The subject site is comprised of four existing residences and ancillary infrastructure. Historically, the subject site has been used for livestock grazing and associated rural activities.

2.2 Topography

The subject site rises from the wetlands to the north and west, creating an elevated plain which is currently comprised of paddocks and residences. The contour lines indicate that the majority of the subject site is relatively flat with an elevation between 4 – 5 m Australian Height Datum (AHD). The elevation gently rises to 6 m AHD in the south of the subject site.

2.3 Geotechnical

2.3.1 Surface Geology

Geomorphologic classification for the subject site reported in the *Geological Survey of Western Australia Busselton Sheet 1930 I 1:50,000 Environmental Geology Series* (Belford 1987) indicates that the geology consists of sand derived from Tamala limestone and silty sand of alluvium origin. Furthermore, the geological mapping indicates the potential presence of heavy minerals within the sand.

In addition, subject to Tille and Lantzke's (1990) *Land Resources Series No 5 for the Busselton Augusta Margaret River Area for Land Capability Study*, the subject site has been classified as 'Abba Plains Land System' described as '*poorly drained flats, on the southern Swan Coastal Plain. Grey deep sandy duplex and wet soil*.'

WML Consultants (2019) undertook a geotechnical investigation (refer to **Appendix B**) within the subject site whereby the soil profile was described as follows:

- Dry, dark brown, loose, fine to medium grained, silty sand with a trace of organics and trace of fine to medium roots. Topsoil – typically 0.2m thick;
- Dry to moist, pale brown, medium dense, fine to medium grained, sand with a trace of silt; and
- Moist, pale cream yellow, medium dense, fine to medium grained, sand.

2.3.2 Phosphorus Retention Index

The geotechnical investigation also involved an assessment of Phosphorous Retention Index (PRI) in relation to onsite effluent disposal.

Six samples were analysed for PRI at variable depths whereby the values ranged from 13 to 35, with an average of 24 (refer to **Table 1**). Soil modification is expected to be required for 'moderately absorbing' soils to adequately increase PRI.

Further testing is suggested in order to better outline the phosphorus adsorption qualities for each lot to inform the need for soil modification at effluent disposal locations.

Table 1. PRI results from geotechnical investigation (WML Consultants 2019).

Location	PRI (mL/g)	Classification
HA1 0.2 – 0.6	21	Strongly absorbing
HA4 0.6 - 0.8	22	Strongly absorbing
HA4 0.9 – 1.2	13	Moderately absorbing
HA6 1.5 – 2.0	35	Strongly absorbing
HA7 0.2 – 0.6	33	Strongly absorbing
HA8 0.5 – 1.0	20	Moderately absorbing

2.3.3 Soil Permeability

Three *insitu* permeability tests were conducted within the subject site, with all tests conducted on surface soils to a depth of 650mm. Based on the results, a design value of permeability of 1m/day has been recommended for the subject site (WML Consultants 2019).

2.3.4 Acid Sulfate Soils

Acid Sulfate Soils (ASS) is the common name given to naturally occurring soil and sediment containing iron sulfides. They have become a potential issue in land development projects on the Swan Coastal Plain when the naturally anaerobic conditions in which they are situated are disturbed and they are exposed to aerobic conditions and subsequently oxidise. When oxidised, ASS produce sulfuric acid, which can result in a range of impacts to the surrounding environment. ASS that has oxidised and resulted in the creation of acidic conditions are termed "Actual ASS" (AASS), and those that have acid generating potential but remain in their naturally anaerobic conditions are termed "Potential ASS" (PASS).

ASS risk mapping (DWER 2021) indicates that there is a 'moderate to low' risk of ASS occurring within 3 m of natural soil surface. The northern and western periphery of the subject site is mapped as having a 'moderate to high' risk based on proximity to wetland areas.

2.4 Wetlands

The subject site contains a Resource Enhancement (RE) wetland (UFI 13206) and a Multiple Use (MU) wetland (UFI 15809), as described through the Department of Water and Environmental Regulation's (DWER's) *Geomorphic Wetlands, Swan Coastal Plain* dataset (refer to **Figure 1**).

The RE wetland mapping on the western boundary of the subject site contains an elevated area comprised of paddock grasses and introduced *Eucalyptus* species. Accordingly, this area is not representative of a RE wetland, which is further supported by the findings of the geotechnical investigation (refer to **Appendix B**). The Structure Plan has been designed to restrict the clearing of any riparian vegetation and protect 1,676 m^2 of wetland dependent vegetation within a Reserve for Recreation and Drainage.

The north-western extent of the subject site is mapped as a MU palusplain. This wetland category requires drainage strategies to be incorporated in the planning of the development in order to protect against flooding including protection of groundwater and surrounding surface water resources. The Structure Plan provides an extension of an existing Reserve for Recreation and Drainage within this area.

2.5 Vegetation

The subject site is in a 'Completely Degraded' condition with floristic values lost due to historical agricultural land uses.

Much of the vegetation is comprised of introduced species including paddock grasses, *Eucalyptus globulus*, *Pinus* spp, and a range of exotic garden and orchard species. Native species are predominately restricted to sporadic *Agonis flexuosa* and *Eucalyptus* spp., located in the northern portion of Lot 176.

2.6 Surface Water

The surface water characteristics of the subject site are discussed in detail in **Appendix C**.

2.7 Groundwater

2.7.1 Aquifers

The catchments within the subject site are underlain by the Superficial aquifer, which is approximately 10m thick. Below lies the Leederville aquifer, a confined aquifer that is recharged by direct infiltration of rainfall on the Blackwood Plateau.

Superficial Aquifer

The Superficial aquifer forms an unconfined aquifer beneath the Swan Coastal Plain and collectively includes the Tamala Limestone, Bassendean Sand, Guildford formation and Yoganup formation. As a result of the variable formations within the aquifer, a large variation in permeability, salinity, recharge rates and soil type is experienced. Throughout these formations there are areas of high potential ASS.

The soil within the Superficial aquifer is predominantly clay based, with 40% sand and limestone. The soil increases in clay content in proximity to the Whicher Scarp and the Bunbury Basalt.

The aquifer is fully recharged and saturated during the winter months resulting in large areas of water logging. However, the existing extensive drainage network captures and diverts the majority of excess water. Groundwater salinity increases from <1000 mg/L towards the southern boundary of the aquifer to approximately 7000 mg/L towards the coast (DWER 2018).

Leederville Aquifer

The Leederville Aquifer is a significant aquifer located to the north and west of the Gnangara Mound and has an average thickness of approximately 30m. Beneath the subject site the flow is northwards.

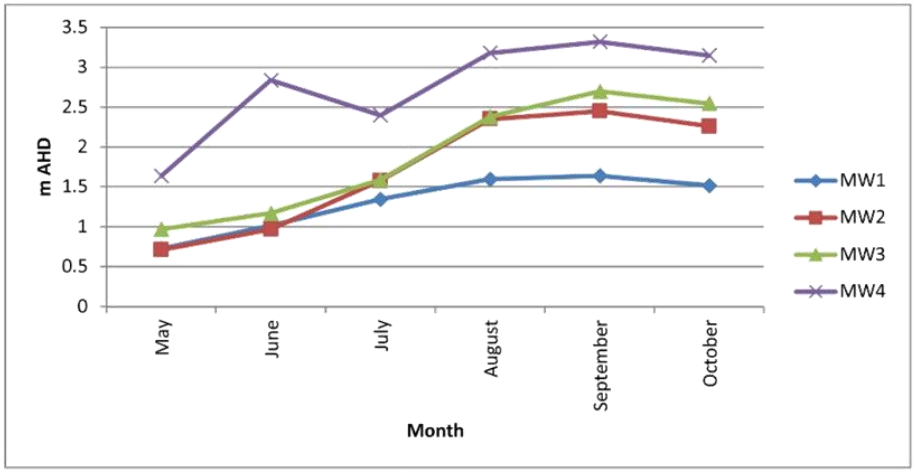
The Leederville formation consists predominantly of the Upper and Lower Vasse members overlying the deeper Yarragadee formation. Depth of the aquifer ranges from 15–200 m BGS depending on the site location and distance from the coast. The thickness of the aquifer increases significantly to the west, within the vicinity of the subject site.

Groundwater salinity ranges across the sub-area up to 1500 mg/L in the shallower parts of the aquifer towards the coast (DWER 2018).

2.7.2 Groundwater Levels

Four groundwater monitoring bores were installed within Lot 176 on the 7th May 2015. Monthly groundwater level monitoring was conducted at each of the four bores within Lot 176 from May to October 2015.

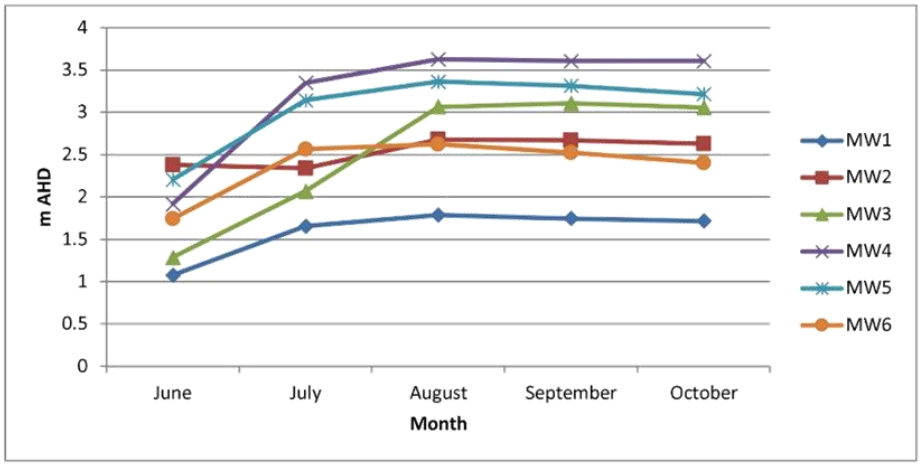
Results for the seasonal peak were all in excess of 1.7 m below ground level (BGL). The groundwater level results for the 2015 monitoring period are provided below in **Graph 1**.



Graph 1. 2015 groundwater levels within Lot 176.

Two groundwater monitoring bores were installed within Lot 9000 on the 24th June 2016. Monthly groundwater level monitoring was conducted at each of the four bores within Lot 176 and the two bores within Lot 9000 from June to October 2016.

Despite some of the bores being in proximity to wetland areas, results for the seasonal peak were all in excess of 1.4 m BGL. The groundwater level results for the 2016 monitoring period are provided below in **Graph 2**.



Graph 2. 2016 groundwater levels within the subject site.

Adjusted Maximum Groundwater Levels (MGLs) were calculated for each of the six monitoring bores and are provided below in **Table 2** (refer to **Appendix D**).

Table 2. Adjusted MGLs for the subject site.

Monitoring Bore	Adjusted MGL (m AHD)	Ground Level (m AHD)	Separation Distance (m AHD)
MW1	2.1	3.6	1.5
MW2	3.2	4.8	1.6
MW3	3.6	5.7	2.1
MW4	4.3	5.1	0.8
MW5	4.0	5.6	1.6
MW6	3.1	5.0	1.9

For the monitoring bores within the subject site a separation distance between the MGL and building floor level of 1.5 m AHD is largely achieved excluding one bore which is located immediately adjacent to the RE wetland (refer to **Appendix D**). Based on these results, it is considered likely that the fill requirements will be minimal to enable an adequate separation distance to groundwater from building floor levels.

2.7.3 Groundwater Quality

No investigations have yet been conducted into groundwater quality at the subject site. Nutrient levels are expected to be elevated in consideration of the historical land uses.

3 DESIGN OBJECTIVES AND CRITERIA

3.1 Key Elements

Key design criteria for the subject site are provided in **Table 3** and have been established consistent with criteria specified in the key reference documents previously detailed in **Section 1.4**. These design criteria are used to formulate the water management strategy for the subject site within the identified constraints and opportunities of the pre-development environment. Details associated with the stormwater strategy for the subject site are provided within **Appendix C**.

Table 3. Design criteria.

Strategy Elements	Design Criteria
Water Use Sustainability	
Water Efficiency	• Modern building standards (water efficient fixtures and fittings). • Maximising infiltration of stormwater.
Water Supply	• Connection to existing potable water supply.
Wastewater	• ATU units to be installed by landowner consistent with DoH and City of Busselton requirements.
Stormwater	
Flood Protection	• Provide flood paths for safe conveyance of overland flows within the development area. • Establish minimum habitable floor levels at 0.5m above the 100 year ARI flood levels.
Serviceability	• Roadside swales sized to convey the 1 in 5 year and 1 in 100 year ARI event.
Ecological Protection	• Initial 15mm of rainfall to be retained on site in roadside swales. • Water quality and outlet control established by basin chain in drainage reserve. • Establishment of storage invert levels no lower than seasonal maximum groundwater levels.
Groundwater	
Fill Requirement & Subsoil Drainage	• Habitable floor levels to have clearance to groundwater and flood levels to be achieved by imported fill on building pads. • No broadscale filling proposed as part of the development. • No subsoil drainage proposed.

3.2 Water Conservation Strategy

Water conservation measures consistent with Water Corporation's "Waterwise" land development criteria will be implemented within the development. This will include the following measures:

- The use of rainwater tanks for non-potable purposes.
- The use of waterwise practices including water efficient fixtures and fittings (taps, showerheads, toilets and appliances, rainwater tanks, waterwise landscaping) will be promoted.
- All houses to be built to modern building standards.
- Maximising on site retention of stormwater.

Landscaping of the roadside swales will be based on "Waterwise" principles and will not be irrigated.

3.3 Water Supply

The development is to be served by a reticulated mains water service. This water is to be provided by Busselton Water.

Future lot owners will need to install rainwater tanks to reduce the quantity of water consumption from the water mains. The predominant use will be for non-potable applications such as gardens, washdown and other outdoor purposes. The tanks have not been incorporated into the development's stormwater modelling.

A suitable tank size should be determined according to the roof area of the buildings on a lot and the water usage practices. The exact size will be further detailed in the UWMP.

The subject site is located within the Busselton-Capel Groundwater Management Area and the Dunsborough-Vasse groundwater sub area. DWER's online *Water Register for Licence and Water Availability Information* has advised that there is limited information available regarding the allocation of the superficial aquifer. This denotes that further investigation would be required regarding the availability of groundwater for future landowners.

No irrigation of Public Open Space (POS) is required for the development. The following groundwater licenses exist within the subject site according to the DWER's online *Water Register*:

- Lot 176 Rendezvous Rd Vasse - the allocation is for 1500 kL/annum under license number 66003; and
- Lot 500 Rendezvous Rd Vasse - the allocation is for 1500 kL/annum under license number 176249.

This groundwater is not required for long term irrigation of the proposed development. Depending on the period of construction this license may be used for dust suppression.

3.4 Wastewater Management

Wastewater management for the development will be treated onsite. In accordance with the *Government Sewerage Policy* (2019) the subject site is not located within a 'sewage sensitive area'. Nonetheless, given proximity to sensitive environmental receptors, aerobic treatment units (ATUs) are proposed for the treatment of wastewater. A Site and Soil Evaluation has been prepared by Accendo Australia (2021), compliance with the parameters provided within the *Government Sewerage Policy* (2019) is further discussed within this document (refer to **Appendix E**).

Separate greywater systems may also be used for irrigation of plants within the lot. Householders will need to follow acceptable greywater reuse practices to assist in the conservation of the quality of ground and surface water resources. All greywater systems must be approved by the Department of Health.

4 GROUNDWATER MANAGEMENT

4.1 Groundwater Management

Based on available groundwater data (refer to **Appendix D**), the proposed development will not entail broadscale filing of the subject site. Only limited sand fill may be required in proximity to the RE wetland. Accordingly, no specific groundwater controls will be necessary.

Groundwater quality will be improved through the use of vegetated swales. These will provide a level of treatment to infiltrating water from the development.

Appropriate on lot practices will also assist with reducing the potential for pollutants from entering the groundwater. These are outlined further in **Section 5**.

4.2 Acid Sulfate Soils

Management of ASS will be addressed separately to this LWMS, if required, depending on excavation depths for engineering services. While they are considered unlikely, all assessment and management of ASS will be conducted in accordance with the *Acid Sulfate Soil Guideline Series Identification and Investigation of Acid Sulphate Soils* (DWER 2015).

4.3 Groundwater Monitoring

Due to the low impact of the proposed development, there is no requirement for post development groundwater monitoring. The treatment of stormwater as detailed in **Appendix C** and effluent treatment measures as outlined in **Appendix E**, means that there is a low risk of pollution to the groundwater post development. Monitoring would be unlikely to identify any potential changes from the development of the land compared to the likely high background data as a result of the historical and existing land uses. Therefore, post groundwater monitoring is considered of limited value for this low risk site and is not recommended.

5 WATER QUALITY MANAGEMENT

Stormwater will be treated through a system of vegetated swales to reduce nutrient loads leaving the subject site which will target achievement of the design parameters discussed in **Section 3**.

5.1 Nutrients

Water quality management refers to the quality of both the stormwater and groundwater within the subject site. The most important factor in both stormwater and groundwater quality is the level of nitrogen and phosphorus nutrients, which can cause algal blooms and eutrophication in rivers and lakes.

Potential sources of nutrients into the drainage system and waterways of the subject site come from both onsite and off-site, due to surrounding catchments discharging into the area, as well as groundwater inflows from off-site. These sources are discussed in detail below.

As a result of the effective retention of stormwater flows up to and including the 1 year ARI design event, it is not anticipated that the use of Gross Pollutant Traps (GPTs) or their variants will be required within the residential sections of the subject site. Within the residential areas, the expected pollutants can be effectively retained using the following measures:

- Discharge and subsequent settlement of runoff from all minor events into the designated roadside swales prior to release into the groundwater;
- Use of vegetated swales where possible to convey stormwater runoff; and
- Appropriate use of soils with a higher PRI in effluent disposal areas if deemed necessary.

5.2 Sediments

Sediments affect water quality in numerous ways affecting the health of aquatic organisms, in stream processes and aesthetics. Pollutants such as heavy metals and phosphates enter waterways through being attached to clay particles. Development works on the site with the potential to disturb soils include site remediation and bulk earthworks associated with construction.

It is recommended that earthworks at the subject site should commence during the summer months, when the locality does not experience significant rainfall, thereby minimising risks associated with runoff.

Due to the promotion of at source treatments within the development, the amount of sediment entering receiving environments post-construction is expected to be minimal.

Riparian vegetation will be planted in the treatment system to maximise the amount of fine sediments removed from surface water.

5.3 Structural Best Management Practices

Within the development a number of WSUD elements will be implemented to satisfy the structural best management practice (BMP) requirements. These are summarised in **Table 4** below and are discussed in further detail in the following Sections.

Table 4. WSUD elements for structural BMPs.

Level	Responsibility	BMP
Lot/group housing	Lot Owner	• Infiltration • Amended topsoils • Mulch and other groundcover
Street	Local Authority	• Street sweeping

Level	Responsibility	BMP
		• Infiltration • Sedimentation traps
Estate	Local Authority	• Retention / detention areas • Vegetated swales • Groundwater re-use

5.3.1 Lot / Group Housing Level Structural BMPs

Infiltration of stormwater is common practice in Western Australian land development projects and is considered an appropriate at source control measure that can significantly reduce the magnitude and volume of stormwater runoff generated from the site.

Rainwater generated from roof areas can be infiltrated into the groundwater without the need for pre-treatment, on the basis that the roof areas generate significantly lower nutrient loads. Runoff from residential buildings can be directed to the road stormwater infrastructure.

5.3.2 Street Level Structural BMPs

Road design for amenity should be separated from road design for flood protection based on the stormwater infrastructure requirements as a function of road hierarchy. Three types of design criteria are applicable:

- Pollution control – low level of requirement;
- Convenience and nuisance control – medium level of requirement; and
- Flood control – high / main level of requirement.

Road design will be discussed in further detail in the UWMP.

5.3.3 Estate Level Structural BMPs

It is proposed to establish a series of vegetated roadside swales within the development. Vegetated swales can be designed to perform both a detention storage function as well as a treatment function regarding the removal of sediment in the conveyance of stormwater.

5.4 Non-Structural Best Management Practices

A series of non-structural BMPs derived from the *Stormwater Management Manual for Western Australia* (DoW 2007) will be implemented for use in the development in combination with structural measures.

At a development scale, landscaping will consist primarily of native plantings which will require limited irrigation.

At a lot level, residents will be encouraged to use native vegetation for planting. Sustainability Packages will be provided at the point of sale, outlining appropriate fertiliser regimes and when and how it should be applied.

6 WETLAND MANAGEMENT

As previously discussed, a small portion of the subject site contains a RE wetland. This management category aims to protect the existing functions and ecological quality of the system and further enhance it through rehabilitation.

The design and management of the proposed subdivision will focus on maintaining the natural attributes and values that the area supports. Implementation of the proposed Structure Plan will result in the:

- Retention of wetlands with environmental values; and
- Retention of significant vegetation.

Due to the small amount of intact native vegetation remaining in the subject site, a key objective of the LWMS is to ensure that all areas of good quality native vegetation within the retained wetlands are protected.

A Landscaping and Revegetation Plan will be prepared which will provide management guidelines for the subject site, addressing a range of issues including access, management and revegetation. The aim of the Landscaping and Revegetation Plan will be to:

- Preserve the wetland's ecological values;
- Design and program for the wetland areas to provide habitat for native fauna;
- Incorporate water sensitive urban design principles;
- Reduce the potential for eutrophication of the water bodies by incorporating nutrient stripping features throughout the drainage systems; and
- Ensure that the hydrological regime and water balance for the wetland system is consistent with regimes in wetlands within the local area in order to be capable of supporting the range of biota.

7 IMPLEMENTATION

7.1 Maintenance Measures

The surface water drainage system may require periodic maintenance to ensure its efficient operation. It is considered that the following operating and maintenance practices will be implemented:

- Removal of debris to prevent blockages;
- Street sweeping to reduce particulate build up on road surfaces and gutters;
- Cleaning of sediment build up and litter layer on the bottom of swales;
- Undertake education campaigns regarding source control practices to minimise pollutant runoff into stormwater drainage system.

Specifically, the operation and maintenance program provided within **Table 5** is proposed.

Table 5. LWMS actions and responsibilities.

Element	Action	Responsibility	Timing
Water Quality and Quantity	Maintenance of swales and surface water drainage infrastructure	The proponent	Quarterly, until two years after practical completion of the development or until hand over to the City of Busselton
Reserves	Plant establishment		One to two years after planting
	Maintenance of Reserves		Annually for two years until handover to the City of Busselton
Drainage Infrastructure	Maintenance of drainage infrastructure		As required until two years after completion of the development. The extent of the maintenance commitment will be confirmed with the City of Busselton at the UWMP stage of the development.
Subdivision Management	Construction and site works management		As required during construction until hand over to the City of Busselton
	Waste and pollution management		As required during construction until hand over to the City of Busselton

7.2 Monitoring

No post development monitoring is proposed as part of this LWMS since the development is of a rural nature and poses a low risk to the receiving environment.

7.3 Additional Work

The preparation of an UWMP will be required as a condition of subdivision clearances. It is recommended that a UWMP is completed for the entire Structure Plan area regardless of whether subdivision occurs on a staged basis. Specifically, the UWMP will include the following design measures in more detail:

- Detailed stormwater drainage design including landscaping details;
- Specific detailed information on structural and non-structural best management practices to be implemented;
- Final subdivision layout including final cut and fill levels, minor and major drainage layouts and overland flow paths;

- Management of subdivisional works, including dewatering or dust suppression if required;
- Reserve management including proposed revegetation methods and species;
- Finalised monitoring performance values and list of likely contingency measures; and
- Finalised implementation plan including roles and responsibilities of all parties involved.

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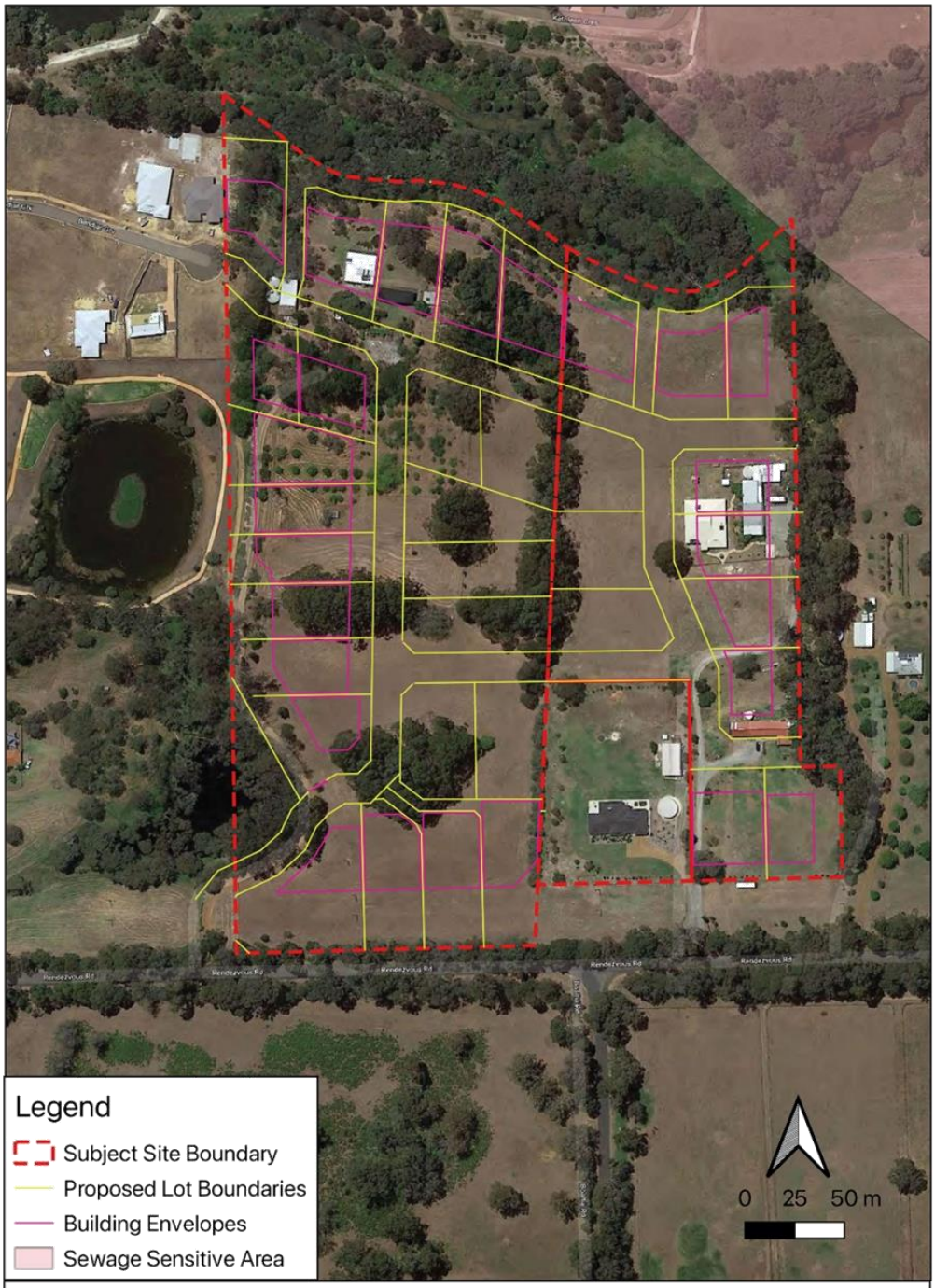
FIGURES



PROJECT	Lot 176, 201 & 9000 Rendezvous Rd, Vasse	Project Number	Drawing Number	Revision
		2146	Figure 2	A
DRAWING TITLE	Figure 2 – Sewage Sensitive Area	Designed PN	Checked	
		Drawn PN	Approved	
CLIENT	Banyanda Investments Pty Ltd	Date	15/10/2021	
		Local Authority	City of Busselton	
		Sheet 1 of 1		

accendo AUSTRALIA

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APPENDIX A – STRUCTURE PLAN

Bushfire management plan/Statement addressing the Bushfire Protection Criteria coversheet

Site address: Lots (176,201,9000) Rendezvous Road, Vasse (BPP# 180831)

Site visit: Yes ☑ No ☐

Date of site visit (if applicable): Day 23 Month 3 Year 2022

Report author or reviewer: Mike Scott (BPAD L3) & Michael Whitelaw (BPAD L2)

WA BPAD accreditation level (please circle):

Not accredited ☐ Level 1 BAL assessor ☐ Level 2 practitioner ☑ Level 3 practitioner ☑

If accredited please provide the following.

BPAD accreditation number: 27795 Accreditation expiry: Month February Year 2023

Bushfire management plan version number: 1.2

Bushfire management plan date: Day 5 Month 4 Year 2022

Client/business name: Able Planning & Project Management

	Yes	No
Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?		✔
Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the bushfire protection criteria elements)?		✔

Is the proposal any of the following (see SPP 3.7 for definitions)?	Yes	No
Unavoidable development (in BAL-40 or BAL-FZ)		✔
Strategic planning proposal (including rezoning applications)	✔	
High risk land-use		✔
Vulnerable land-use		✔

None of the above ☑

Note: Only if one (or more) of the above answers in the tables is yes should the decision maker (e.g. local government or the WAPC) refer the proposal to DFES for comment.

Why has it been given one of the above listed classifications (E.g. Considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?

Strategic Proposal - Structure Plan

The information provided within this bushfire management plan to the best of my knowledge is true and correct:

Signature of report author or reviewer  Date 5/4/2022

Bushfire Management Plan

Lots (176, 201, 9000) Rendezvous Road, Vasse

City of Busselton

Planning Stage:	Strategic Proposal - Structure Plan
Planning Development Type:	Subdivision - Large Number of Lots (37)

Job Number:	180831
Assessment Date:	27 July 2021
Report Date:	5 April 2022

BPP Group Pty Ltd t/a Bushfire Prone Planning
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DOCUMENT CONTROL

PREPARATION		
Author:	Mick Whitelaw (BPAD Level 2 - No. 37265)	
Review/Authorise:	Mike Scott (BPAD Level 3 - No. 27795)	

VERSION HISTORY		
Version	**Version Details**	**Date**
1.0	Original	25 February 2019
1.1	Revised Proposal (2021)	14 September 2021
1.2	Site Plan Updates (2022)	5 April 2022
BMP (Subdivision) Template v8.4		

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Destination	**Version**	**No. Copies**	**Hard Copy**	**Electronic Copy**
Person/Business: Able Planning & Project Management **Email:** aaron@ableplanning.com.au	1.2	1	☐	☒

Limitation of Liability: The measures contained in this Bushfire Management Plan, are considered to be minimum requirements and they do not guarantee that a building will not be damaged in a bushfire, persons injured, or fatalities occur either on the subject site or off the site while evacuating. This is substantially due to the unpredictable nature and behaviour of fire and fire weather conditions. Additionally, the correct implementation of the required bushfire protection measures will depend upon, among other things, the ongoing actions of the landowners and/or operators over which Bushfire Prone Planning has no control. All surveys, forecasts, projections and recommendations made in this report associated with the proposed development are made in good faith based on information available to Bushfire Prone Planning at the time. All maps included herein are indicative in nature and are not to be used for accurate calculations. Notwithstanding anything contained therein, Bushfire Prone Planning will not, except as the law may require, be liable for any loss or other consequences whether or not due to the negligence of their consultants, their servants or agents, arising out of the services provided by their consultants.

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EXECUTIVE SUMMARY

Bushfire Prone Planning (BPP Group Pty Ltd) has been commissioned by Able Planning & Project Management to prepare a Bushfire Management Plan for Lots (176,201,9000) Rendezvous Road, Vasse, in the City of Busselton. The proposed subdivision site (37 Lots) of approximately 10 hectares in size is within a designated bushfire prone area and the Proposal requires the application of State Planning Policy No. 3.7: Planning in Bushfire Prone Areas (SPP 3.7).

Against the Bushfire Protection Criteria, the decision maker's assessment of the Proposal will be on the basis of it being able to meet the Acceptable Solutions, once construction and landscaping is complete. The assessed bushfire risk is considered to be manageable and will be achieved by the identified stakeholders implementing and maintaining the bushfire risk management measures that are presented in this Plan. Assessment of the planned location, vegetation and consideration of existing infrastructure indicates that compliance is able to be achieved against all applicable bushfire related legislation, policy, standards and guidelines, including the Bushfire Protection Criteria.

Contained within this bushfire management plan, contour mapping is utilised to visually show the potential radiant heat impacts (from bushfire prone vegetation), as separate Bushfire Attack Level contours across the site. The BAL's have been derived for the proposed Lots within the assessed area. The purpose is to inform future development planning by indicating the Bushfire Attack Levels (BAL's) that future buildings, within the development site, are potentially subject to.

Rendezvous Road, Bendjar Grove and the development of an internal road network will provide safe access and egress to two different destinations. As sealed public roads, they will be available to all residents and the public at all times and under all weather conditions.

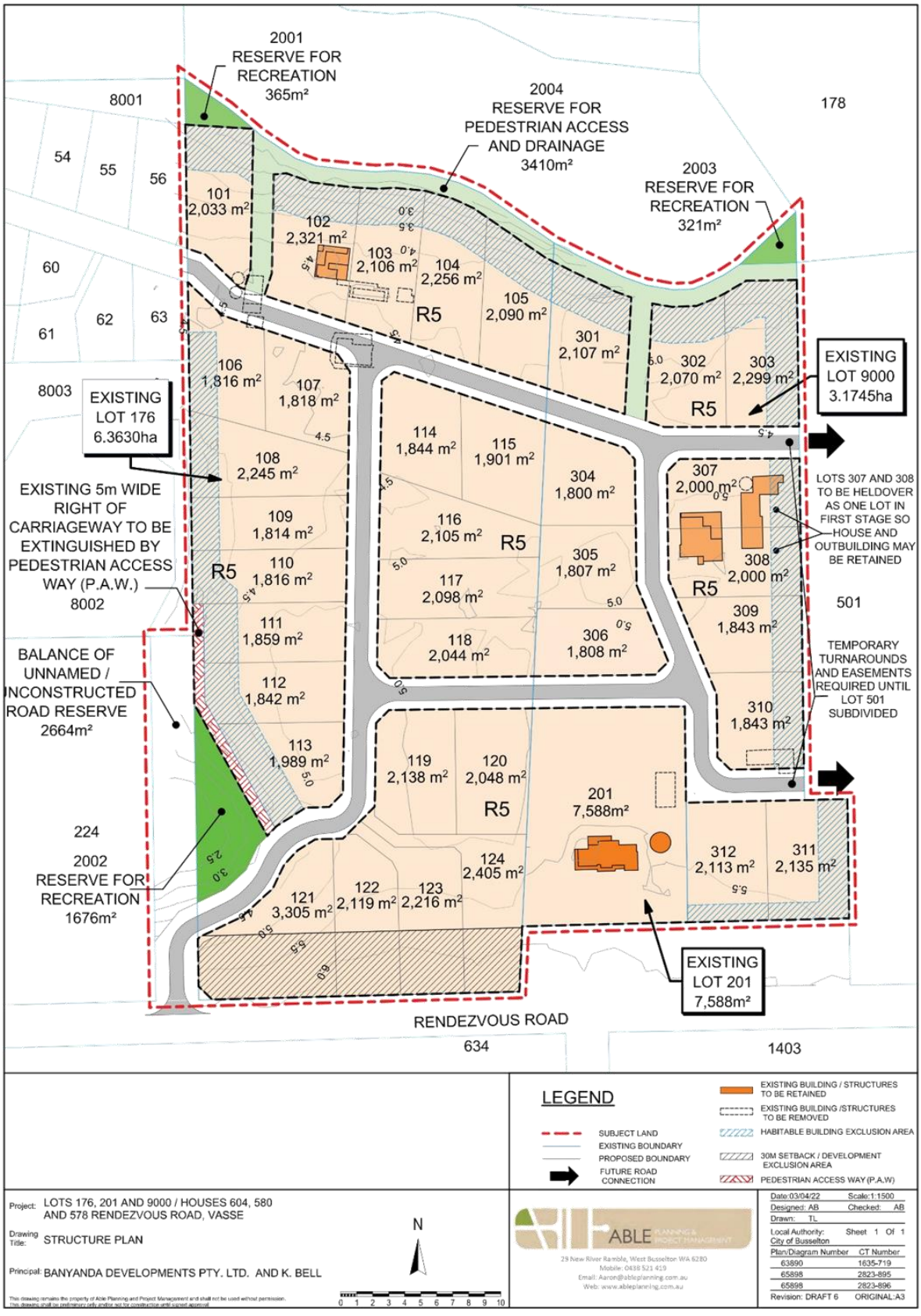
The site will be provided with a reticulated water supply. Hydrants will be installed in accordance with the relevant water corporation standards.

Future buildings within 100 metres of classified vegetation will be constructed to standards which correspond to the determined BAL's, as detailed by AS 3959-2018 Construction of buildings in bushfire prone areas. As this proposal does not identify the actual location of future building works, there may be a requirement by the City to determine the BAL ratings for individual building works once a building site has been identified.

1 PROPOSAL DETAILS

1.1 Description and Associated Plans and Maps

Proponent	Banyanda Investments Pty. Ltd.
Bushfire Prone Planning Commissioned to Produce the Bushfire Management Plan (BMP) By:	Able Planning & Project Management
For Submission To:	WA Planning Commission (WAPC)
Purpose of the BMP:	To accompany a Strategic Proposal (Structure Plan)
'Subdivision' Site Area:	Approx. 10 Hectares
No. of Existing lots:	3
No. of Proposed Lots:	37


2001
RESERVE FOR
RECREATION
365m²
2004
RESERVE FOR
PEDESTRIAN ACCESS
AND DRAINAGE
3410m²
2003
RESERVE FOR
RECREATION
321m²
8001
178
54
55
56
60
61
62
63
8003
101
2,033 m²
102
2,321 m²
103
2,106 m²
104
2,256 m²
105
2,090 m²
301
2,107 m²
302
2,070 m²
303
2,299 m²
R5
EXISTING
LOT 9000
3.1745ha
EXISTING
LOT 176
6.3630ha
106
1,816 m²
107
1,818 m²
108
2,245 m²
109
1,814 m²
110
1,816 m²
111
1,859 m²
112
1,842 m²
113
1,989 m²
114
1,844 m²
115
1,901 m²
116
2,105 m²
117
2,098 m²
118
2,044 m²
304
1,800 m²
305
1,807 m²
306
1,808 m²
307
2,000 m²
308
2,000 m²
309
1,843 m²
310
1,843 m²
LOTS 307 AND 308
TO BE HELDOVER
AS ONE LOT IN
FIRST STAGE SO
HOUSE AND
OUTBUILDING MAY
BE RETAINED
501
TEMPORARY
TURNAROUNDS
AND EASEMENTS
REQUIRED UNTIL
LOT 501
SUBDIVIDED
EXISTING 5m WIDE
RIGHT OF
CARRIAGEWAY TO BE
EXTINGUISHED BY
PEDESTRIAN ACCESS
WAY (P.A.W.)
8002
BALANCE OF
UNNAMED /
UNCONSTRUCTED
ROAD RESERVE
2664m²
119
2,138 m²
120
2,048 m²
121
3,305 m²
122
2,119 m²
123
2,216 m²
124
2,405 m²
201
7,588m²
312
2,113 m²
311
2,135 m²
224
2002
RESERVE FOR
RECREATION
1676m²
EXISTING
LOT 201
7,588m²
RENDEZVOUS ROAD
634
1403
LEGEND
SUBJECT LAND
EXISTING BOUNDARY
PROPOSED BOUNDARY
FUTURE ROAD
CONNECTION
EXISTING BUILDING / STRUCTURES
TO BE RETAINED
EXISTING BUILDING /STRUCTURES
TO BE REMOVED
HABITABLE BUILDING EXCLUSION AREA
30M SETBACK / DEVELOPMENT
EXCLUSION AREA
PEDESTRIAN ACCESS WAY (P.A.W)
Project: LOTS 176, 201 AND 9000 / HOUSES 604, 580
AND 578 RENDEZVOUS ROAD, VASSE
Drawing
Title: STRUCTURE PLAN
Principal: BANYANDA DEVELOPMENTS PTY. LTD. AND K. BELL
N
0 1 2 3 4 5 6 7 8 9 10
ABLE
29 New River Ramble, West Busselton WA 6280
Mobile: 0438 521 419
Email: Aaron@ableplanning.com.au
Web: www.ableplanning.com.au
Date: 03/04/22 Scale: 1:1500
Designed: AB Checked: AB
Drawn: TL
Local Authority: Sheet 1 Of 1
City of Busselton
Plan/Diagram Number CT Number
63890 1635-719
65898 2823-895
65898 2823-896
Revision: DRAFT 6 ORIGINAL: A3

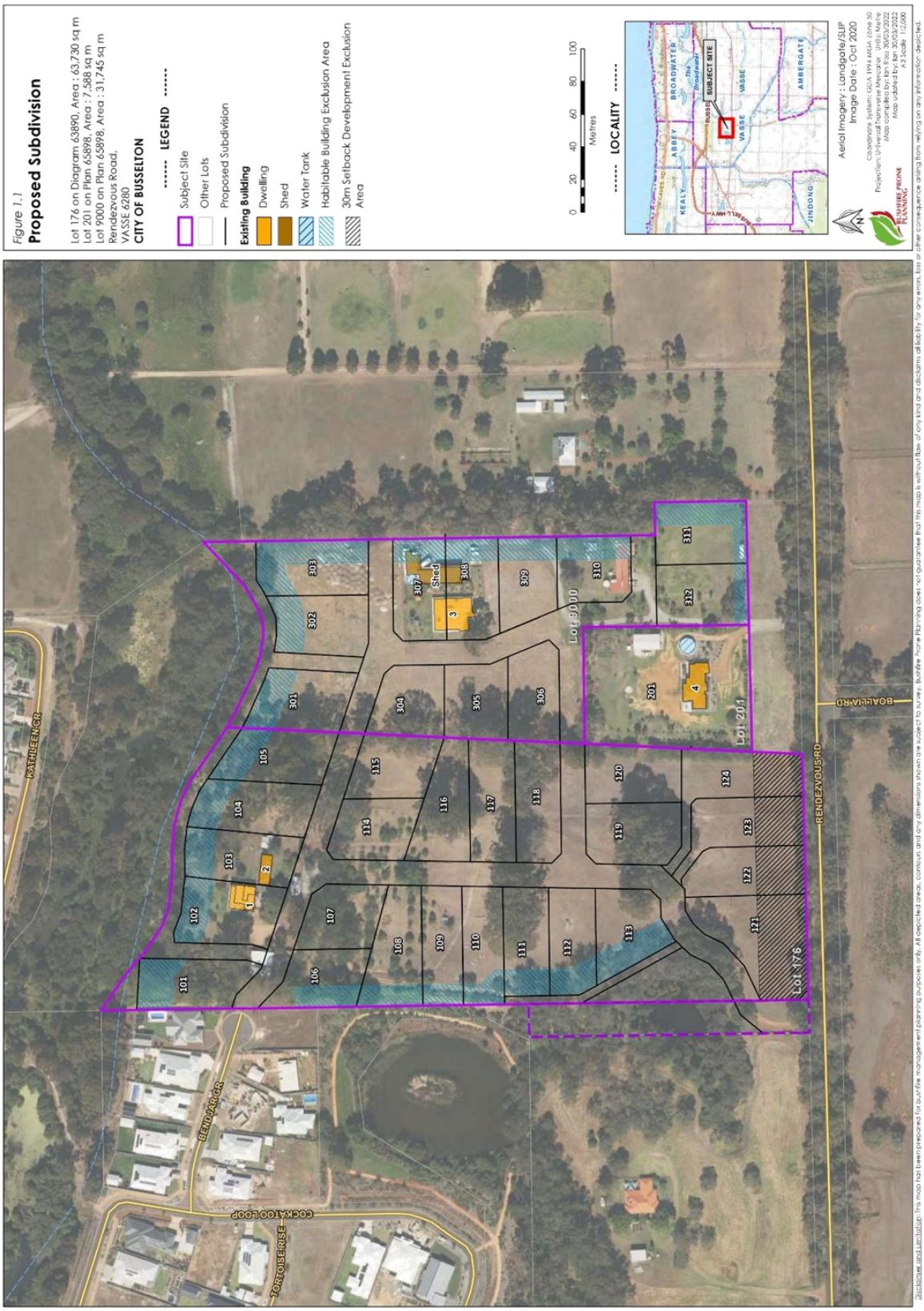


Figure 1.1
Proposed Subdivision
Lot 176 on Diagram 63890, Area : 63,730 sq m
Lot 201 on Plan 65898, Area : 7,588 sq m
Lot 9000 on Plan 65898, Area : 31,745 sq m
Rendezvous Road,
VASSE 6280
CITY OF BUSSELTON
LEGEND
Subject Site
Other Lots
Proposed Subdivision
Existing Building
Dwelling
Shed
Water Tank
Habitable Building Exclusion Area
30m Setback Development Exclusion Area
0 20 40 60 80 100
Metres
LOCALITY
SUBJECT SITE
Aerial Imagery : Landgate/SLIP
Image Date : Oct 2020
Lot 9000
Lot 201
Lot 176
RENDEZVOUS RD
BOALLIA RD
KATHLEEN CR
BENDJAR CR
COCKATOO LOOP
TORTOISE RISE

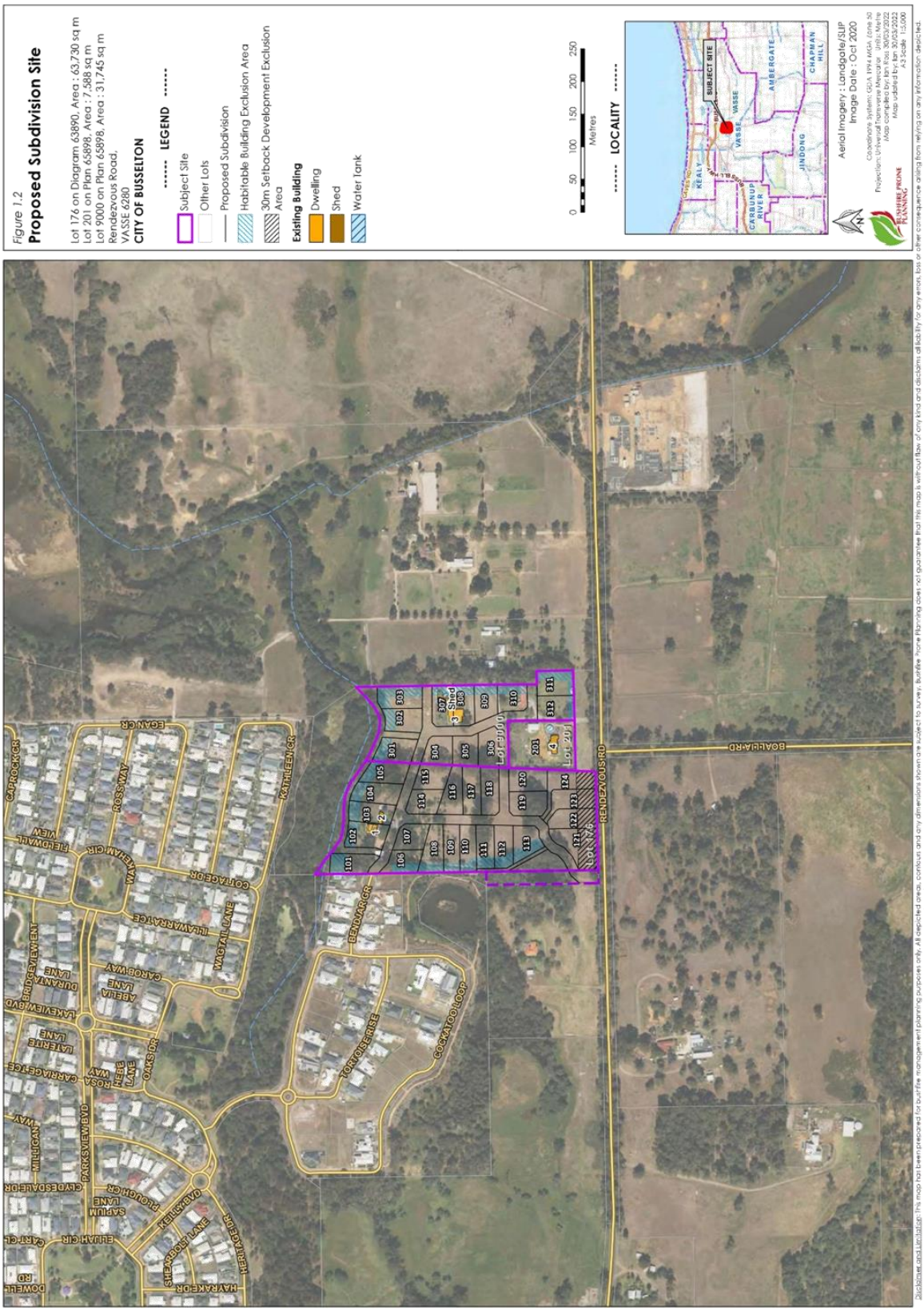


Figure 1.2
Proposed Subdivision Site
Lot 176 on Diagram 63890, Area : 63,730 sq m
Lot 201 on Plan 65898, Area : 7,588 sq m
Lot 9000 on Plan 65898, Area : 31,745 sq m
Rendezvous Road,
VASSE 6280
CITY OF BUSSELTON
LEGEND
Subject Site
Other Lots
Proposed Subdivision
Habitable Building Exclusion Area
30m Setback Development Exclusion Area
Existing Building
Dwelling
Shed
Water Tank
0 50 100 150 200 250
Metres
LOCALITY
SUBJECT SITE
KEALY
VASSE
AMBERGATE
CHAPMAN HILL
JINDONG
CARBUNUP RIVER
Aerial Imagery : Landgate/SLIP
Image Date : Oct 2020
Coordinate System: GDA 1994 MGA Zone 50
Projection: Universal Transverse Mercator Unit: Metre
Map compiled by: Ian Ross 30/03/2022
Map updated by: Ian 30/03/2022
A3 Scale 1:5,000
BUSHFIRE PRONE PLANNING
RENDEZVOUS RD
BOALLIA RD
Lot 9000
Lot 201
Lot 176
Shed
EGAN CR
CAPROCK CR
ROSS WAY
KATHLEEN CR
FIELDWALL VIEW
WAKEHAM CIR
COTTAGE DR
ILLAWARRA TCE
WAGTAIL LANE
BENDJAR CR
CAROB WAY
ABELIA LANE
DURANTA LANE
BRIDGEVIEW ENT
LAKEVIEW BVD
LATERITE LANE
CARRIAGE TCE
ROSA WAY
HEBE LANE
OAKS DR
TORTOISE RISE
COCKATOO LOOP
MILLIGAN WAY
PARKSVIEW BVD
CLYDESDALE DR
PLOUGH CR
SAPIUM LANE
KEILLY BVD
SHEARBOLT LANE
HERITAGE DR
HAYRAKE DR
ELIJAH CIR
CART CL
DOWELL RD

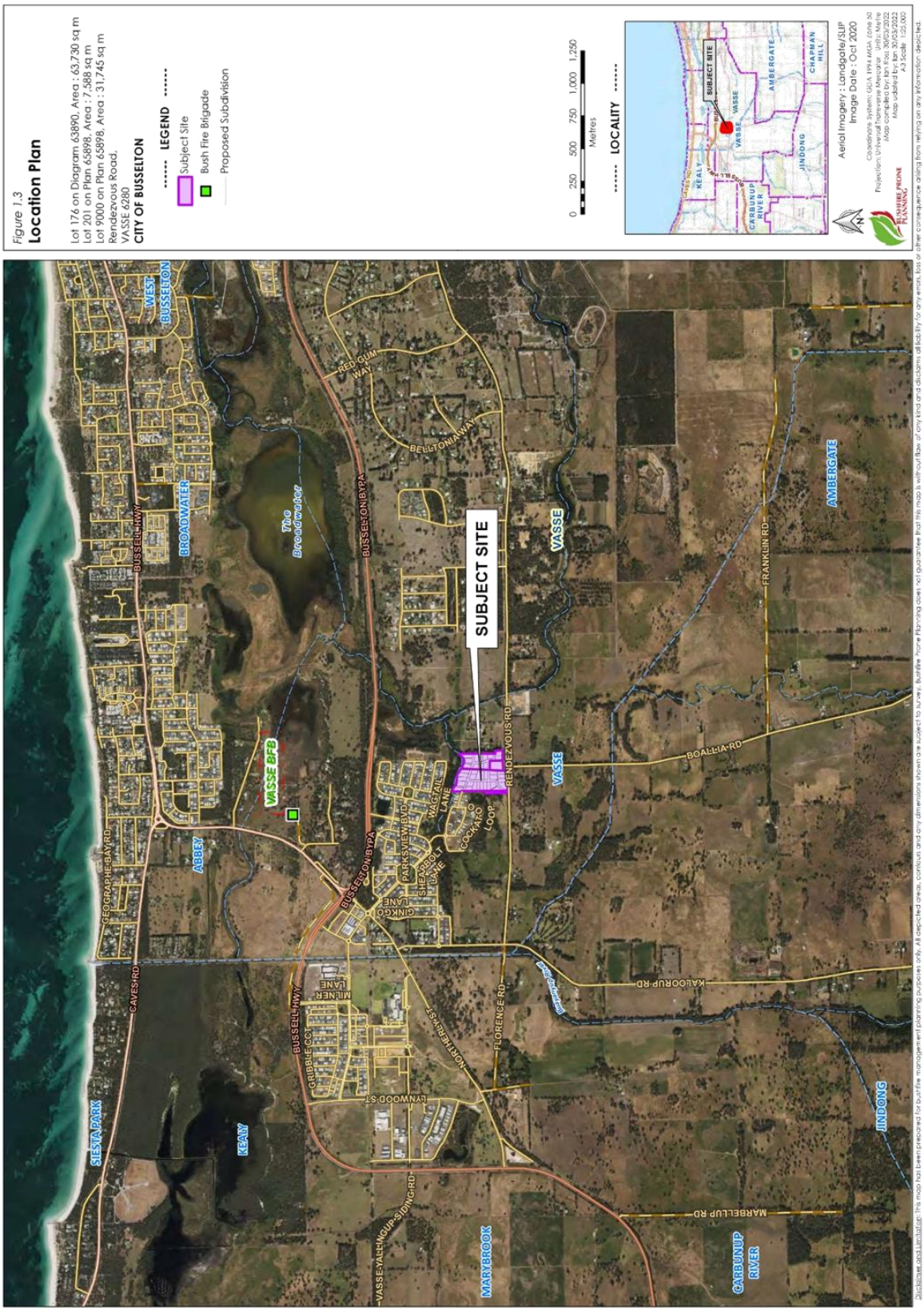


Figure 1.3
Location Plan
Lot 176 on Diagram 63890, Area : 63,730 sq m
Lot 201 on Plan 65898, Area : 7,588 sq m
Lot 9000 on Plan 65898, Area : 31,745 sq m
Rendezvous Road,
VASSE 6280
CITY OF BUSSELTON
LEGEND
Subject Site
Bush Fire Brigade
Proposed Subdivision
0 250 500 750 1,000 1,250
Metres
LOCALITY
Aerial Imagery : Landgate/SLIP
Image Date : Oct 2020
SUBJECT SITE
VASSE BFB
The Broadwater
WEST BUSSELTON
BROADWATER
ABBEY
SIESTA PARK
KEALY
MARYBROOK
CARBUNUP RIVER
JINDONG
AMBERGATE
VASSE
RED GUM WAY
BELLTONIA WAY
BUSSELTON BYPA
BUSSELL HWY
GEOGRAPHE BAY RD
CAVES RD
RENDEZVOUS RD
BOALLIA RD
FRANKLIN RD
KALOORUP RD
FLORENCE RD
MARBELLUP RD
VASSE-YALLINGUP-SIDING RD
LYNWOOD ST
NORTHERLY ST
GRIBBLE CCT
MILNER LANE
GINKGO LANE
PARKSVIEW BVD
SHEARBOLT LANE
WAGTAIL LANE
COCKATOO LOOP

1.2 Existing Documentation Relevant to the Construction of this Plan

This section acknowledges any known reports or plans that have been prepared for previous planning stages, that refer to the subject area and that may or will impact upon the assessment of bushfire risk and/or the implementation of bushfire protection measures and will be referenced in this Bushfire Management Plan.

Table 2.1: Existing relevant documentation.

RELEVANT EXISTING DOCUMENTS		
Existing Document	Copy Provided by Client	Title
Site Plan	Yes	DRAFT 6 - LOT 176 RENDEZVOUS ROAD, VASSE
Certificate of title and Easement information	Yes	Superseded CT - Lot 176 & Easements
Environmental Information/ Report	Yes	Figure 3 from 1832_Vasse East LWMS_v2_reduced (Accendo Australia)
Historical Bushfire Risk Assessments (Fire Management Plan - 2020)	Yes	180831 - Lot 176, 201 & 9000, Rendezvous Road, Vasse (BMP)_v1.0
Historical Bushfire Risk Assessments (Fire Management Plan - 2021)	Yes	180831 - Lot 176, 201 & 9000, Rendezvous Road, Vasse (BMP)_v1.1
Overall Development Plan	Yes	20 EAST VASSE STRUCTURE PLAN (1997)
Shire of Busselton (Strategy Plan)	Yes	Busselton_Urban_Growth_Strategy_Plan (1999)
South West Fire Services - FMP	Yes	Fire Management Plan (2014)
Accendo Australia – Management Plan	Yes	P1543_Wetland Management Plan_V3 (Jan 2017)
Detailed Tree Survey (9-2-21)	Yes	Surveyed Tree Overlay V2 – Lots 176, 201 & 9000/ Houses 604,580 and 578, Rendezvous Road, Vasse

2 ENVIRONMENTAL CONSIDERATIONS

2.1 Native Vegetation – Restrictions to Modification and/or Clearing.

Many bushfire prone areas also have high biodiversity values. SPP 3.7 policy objective 5.4 recognises the need to consider bushfire risk management measures alongside environmental, biodiversity and conservation values (Guidelines s2.3). There is a requirement to identify the need for onsite modification and/or clearing of native vegetation and whether this might trigger potential environmental impact/referral requirements under State and Federal environmental legislation. Confirmation that any proposed native vegetation modification and/or clearing is acceptable, should be received from the relevant agencies by the proponent and provided to the bushfire consultant for inclusion in the Bushfire Management Plan if it will influence the required bushfire planning assessments and outcomes. The following table details any potential environmental restrictions of which the author of this report is aware.

Vegetation Modification and Clearing Assessment	
Will on-site clearing of native vegetation be required?	Yes (Refer to Figure 3.1.1 – Indicative APZ) Any retained vegetation or proposed revegetation/ landscaping works within the nominated Asset Protection Zone will be managed in accordance with the technical requirements established by the Schedule 1: 'Standards for Asset Protection Zones (Guidelines).

Additional Advice from the Proponent (31-3-2022):

1. The east / west section of Lot 2004 (Reserve for Pedestrian Access and Drainage) is to be used for a shared path (2.5 m wide pavement) with the remainder to be woodchip mulched and / or covered in crushed limestone (the latter is used to prevents weeds spread from private lots to the current UCL / eventual reserve to the north). The three significant existing trees in this section will be retained where possible. This section has been deemed by the City of Busselton to be classifiable vegetation as management of grasses and weeds cannot be guaranteed (Refer to Figure 3.1.1).

2. The north / south sections of Lot 2004 will contain rock pitched drainage swales / basins on one side and shared path (2.5 m wide pavement) to the other, with pea gravel spread to the surrounds and base of the swales / basins. These sections are deemed by the City of Busselton to be excluded from classification (low-threat) (Refer to Figure 3.1.1)

3. Lots 2001, 2002 and 2003 will remain Class A Forest, which provides the ability for some rehabilitation to occur in these areas if required (Refer to Figure 3.1.1).

4. The subject land is not in an Environmentally Sensitive Area, nor subject to a Conservation category wetland. It has only Resource Enhancement and Multiple Use wetlands, but these do not prevent development in accordance with a structure plan.

Assessment

The bushfire assessment and management strategies contained in the BMP, assume there are no environmental restrictions over the site or clearing permit exemptions will apply. The key assumption used to facilitate the determining of Bushfire Attack Levels on the Proposed development site is that vegetation onsite is under the control of the landowner and therefore can be removed or modified as required. *(Note: any proposed vegetation removal may be subject to local government approval, dependent on the lot's specific situation with respect to identified environmental protection areas and the lot size).*

It is advised that the proponent seek advice from the City for further information on the condition and species contained within the proposed development area and the requirement for referral of the proposal or the requirements for a detailed vegetation management plan for this site.

3 POTENTIAL BUSHFIRE IMPACT ASSESSMENT

3.1 Assessment Input

3.1.1 Fire Danger Index (FDI) Applied

AS 3959:2018 Table 2.1 specifies the fire danger index values to apply for different regions.

Table 3.1: Applied FDI Value

FDI VALUE			
Vegetation Areas	As per AS 3959:2018 Table 2.1	As per DFES for the Location	Value Applied
1-11	80	N/A	80

3.1.2 Vegetation Classification and Effective Slope

Classification: Bushfire prone vegetation identification and classification has been conducted in accordance with AS 3959:2018 s2.2.3 and the Visual Guide for Bushfire Risk Assessment in WA (DoP February 2016). When more than one vegetation type is present, each type is identified separately, and the applied classification considers the potential bushfire intensity and behaviour from the vegetation types present and ensures the worst-case scenario is accounted for – this may not be from the predominant vegetation type. The vegetation structure has been assessed as it will be in its mature state.

Effective Slope: Refers to the ground slope under each area of classified vegetation and is described in the direction relative to the view from the building or proposed development site. Effective slope is not the same as 'average slope', rather it is the slope which most significantly influences fire behaviour. This slope has a direct and significant influence on a bushfire's rate of spread and intensity.

Table 3.1.2: Vegetation classification and effective slope (Pre-Development)

ALL VEGETATION WITHIN 150 METRES OF THE PROPOSED DEVELOPMENT				
Vegetation Area	Identified Vegetation Types [1] or Description if 'Excluded'	Applied Vegetation Classification [1]	Effective Slope (degrees)[2] (AS 3959:2018 Method 1)	
			Assessed	Applied Range
1	Open forest A-03	Class A Forest	0	upslope or flat
2	Woodland B-05	Class B Woodland	0	upslope or flat
3	Sown pasture G-26	Class G Grassland	0	upslope or flat
4	Woodland B-05	Class B Woodland	0	upslope or flat
5	Open forest A-03	Class A Forest	0	upslope or flat
6	Open forest A-03	Class A Forest	0	upslope or flat
7	Open forest A-03	Class A Forest	0	upslope or flat
8	Open scrub D-14	Class D Scrub	0	upslope or flat
9	Sown pasture G-26	Class G Grassland	0	upslope or flat
10	Excluded – Managed Vegetation	Excluded as per Section 2.2.3.2 (f) Low Threat Vegetation	-	-

VEGETATION AREA 1	
AS 3959:2018 Vegetation Classification Applied:	Class A Forest
Vegetation Type Present:	Open forest A-03
Description/Justification:	Mixed Eucalypt, Banksia & Peppermint Forest (12-14m high) >70% Canopy Cover, scrub/ Balga understory





Photo ID: 1a	Photo ID: 1b

VEGETATION AREA 2	
AS 3959:2018 Vegetation Classification Applied:	Class B Woodland
Vegetation Type Present:	Woodland B-05
Description/Justification:	Mixed Eucalypt Woodland with limited understory (Unmanaged Windbreaks)





Photo ID: 2a	Photo ID: 2b

VEGETATION AREA 3	
AS 3959:2018 Vegetation Classification Applied:	Class G Grassland
Vegetation Type Present:	Sown pasture G-26
Description/Justification:	Open Grassland within the development site





Photo ID: 3a	Photo ID: 3b

VEGETATION AREA 4	
AS 3959:2018 Vegetation Classification Applied:	Class B Woodland
Vegetation Type Present:	Woodland B-05
Description/Justification:	Mixed Eucalypt Woodland with limited understory (Unmanaged Windbreaks) – Semi managed bushland (historical) that is not being managed as low threat vegetation. The precautionary principle has been applied. *Note: There are restrictions on accessing individual properties/ backyards to assess the status of vegetation (Managed/ unmanaged).*





Photo ID: 4a	Photo ID: 4b

VEGETATION AREA 5	
AS 3959:2018 Vegetation Classification Applied:	Class A Forest
Vegetation Type Present:	Open forest A-03
Description/Justification:	Wetland vegetation >70% Canopy Cover, Mixed Paperbark & Eucalypt, Forest with a scrub understory



Photo ID: 5a



Photo ID: 5b

VEGETATION AREA 6	
AS 3959:2018 Vegetation Classification Applied:	Class A Forest
Vegetation Type Present:	Open forest A-03
Description/Justification:	Jarrah & Marri Forest (12-14m high) >70% Canopy Cover, scrub/ balga understory



Photo ID: 6a



Photo ID: 6b

VEGETATION AREA 7	
AS 3959:2018 Vegetation Classification Applied:	Class A Forest
Vegetation Type Present:	Open forest A-03
Description/Justification:	Eucalypt Forest with a scrub understory (Roadside Vegetation)



Photo ID: 7a



Photo ID: 7b

VEGETATION AREA 8	
AS 3959:2018 Vegetation Classification Applied:	Class D Scrub
Vegetation Type Present:	Open scrub D-14
Description/Justification:	Wetland Area (Revegetation works being maintained as Scrub)



Photo ID: 8a



Photo ID: 8b

VEGETATION AREA 9	
AS 3959:2018 Vegetation Classification Applied:	Class G Grassland
Vegetation Type Present:	Sown pasture G-26
Description/Justification:	Open Grassland outside the development site (neighbouring properties)



Photo ID: 9a



Photo ID: 9b

VEGETATION AREA 10	
AS 3959:2018 Vegetation Classification Applied:	Excluded as per Section 2.2.3.2 (f) Low Threat Vegetation
Vegetation Type Present:	Excluded Vegetation – Managed Grassland
Description/Justification:	Residential area– Managed Grass around buildings/ Gardens/ Cleared Areas



Photo ID: 10a



Photo ID: 10b

Note: This assessment is reliant on the surrounding land (Area 10) being maintained in a low fuel condition as per the City's Firebreak Notice, reflecting the state of the vegetation at the time of the assessment. There are restrictions on accessing individual properties/ backyards to assess the status of vegetation (Managed/ unmanaged).

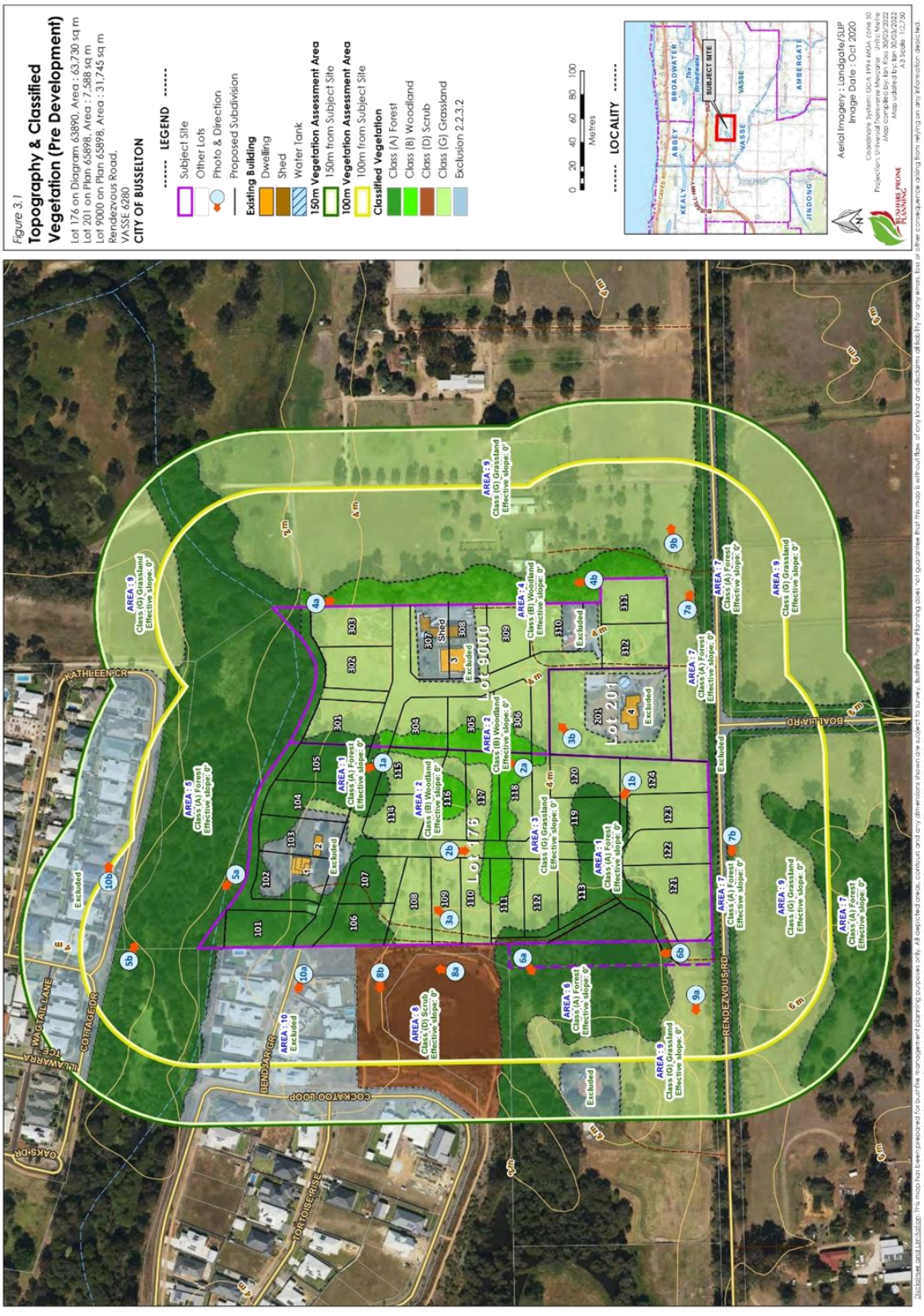


Figure 3.1
Topography & Classified Vegetation (Pre Development)
Lot 176 on Diagram 63890, Area : 63,730 sq m
Lot 201 on Plan 65898, Area : 7,588 sq m
Lot 9000 on Plan 65898, Area : 31,745 sq m
Rendezvous Road,
VASSE 6280
CITY OF BUSSELTON
LEGEND
Subject Site
Other Lots
Photo & Direction
Proposed Subdivision
Existing Building
Dwelling
Shed
Water Tank
150m Vegetation Assessment Area
150m from Subject Site
100m Vegetation Assessment Area
100m from Subject Site
Classified Vegetation
Class (A) Forest
Class (B) Woodland
Class (D) Scrub
Class (G) Grassland
Exclusion 2.2.3.2
0 20 40 60 80 100
Metres
LOCALITY
SUBJECT SITE
Aerial Imagery : Landgate/SLIP
Image Date : Oct 2020
Lot 176
Lot 9000
Lot 201
KATHLEEN CR
COTTAGE DR
BENDJAR CR
COCKATOO LOOP
TORTOISE RISE
RENDEZVOUS RD
BOALLIA RD
OAKS DR
WAGTAIL LANE
ILLAWARRA TCE

Table 3.1.3: Vegetation classification and effective slope (Post - Development)

ALL VEGETATION WITHIN 150 METRES OF THE PROPOSED DEVELOPMENT				
Vegetation Area	Identified Vegetation Types [1] or Description if 'Excluded'	Applied Vegetation Classification [1]	Effective Slope (degrees)[2] (AS 3959:2018 Method 1)	
			Assessed	Applied Range
1	Excluded – Managed Vegetation	Excluded as per Section 2.2.3.2 (f) Low Threat Vegetation	-	-
2	Excluded – Managed Vegetation	Excluded as per Section 2.2.3.2 (f) Low Threat Vegetation	-	-
3	Excluded – Managed Vegetation	Excluded as per Section 2.2.3.2 (f) Low Threat Vegetation	-	-
4	Woodland B-05	Class B Woodland	0	upslope or flat
5	Open forest A-03	Class A Forest	0	upslope or flat
6	Open forest A-03	Class A Forest	0	upslope or flat
7	Open forest A-03	Class A Forest	0	upslope or flat
8	Open scrub D-14	Class D Scrub	0	upslope or flat
9	Sown pasture G-26	Class G Grassland	0	upslope or flat
10	Excluded – Managed Vegetation	Excluded as per Section 2.2.3.2 (f) Low Threat Vegetation	-	-
*11	Woodland B-05	Class B Woodland	0	downslope >0-5

***Note** – The formation of Area 11 is a result of the east / west section of Proposed Lot 2004 (Reserve for Pedestrian Access and Drainage) being used for a shared path (2.5 m wide pavement) with the remainder to be woodchip mulched and / or covered in crushed limestone (the latter is used to prevents weeds spread from private lots to the current UCL / eventual reserve to the north). The three significant existing trees in this section will be retained where possible. This section has been deemed by the City of Busselton to be classifiable vegetation as management of grasses and weeds cannot be guaranteed *(Based on Advice from the Proponent 31-3-2022)*.

VEGETATION AREA 11 – Post Development Vegetation Classification	
AS 3959:2018 Vegetation Classification Applied:	Class B Woodland
Vegetation Type Present:	Woodland B-05
Description/Justification:	The east / west section of Proposed Lot 2004 (8-metre-wide strip "Reserve for Pedestrian Access and Drainage") is to be used for a shared path (2.5 m wide pavement) with the remainder to be woodchip mulched and / or covered in crushed limestone (the latter is used to prevents weeds spread from private lots to the current UCL / eventual reserve to the north). The three significant existing trees in this section will be retained where possible. This section has been deemed by the City of Busselton to be classifiable vegetation as management of grasses and weeds cannot be guaranteed. The precautionary principle has been applied and the most appropriate vegetation classification for this area (Post Development) was deemed to be Class B Woodland, as this narrow strip of vegetation will have limited overstory and a significantly modified understory.



Photo ID: 11a



Photo ID: 11b



Photo ID: 11c



Photo ID: 11d

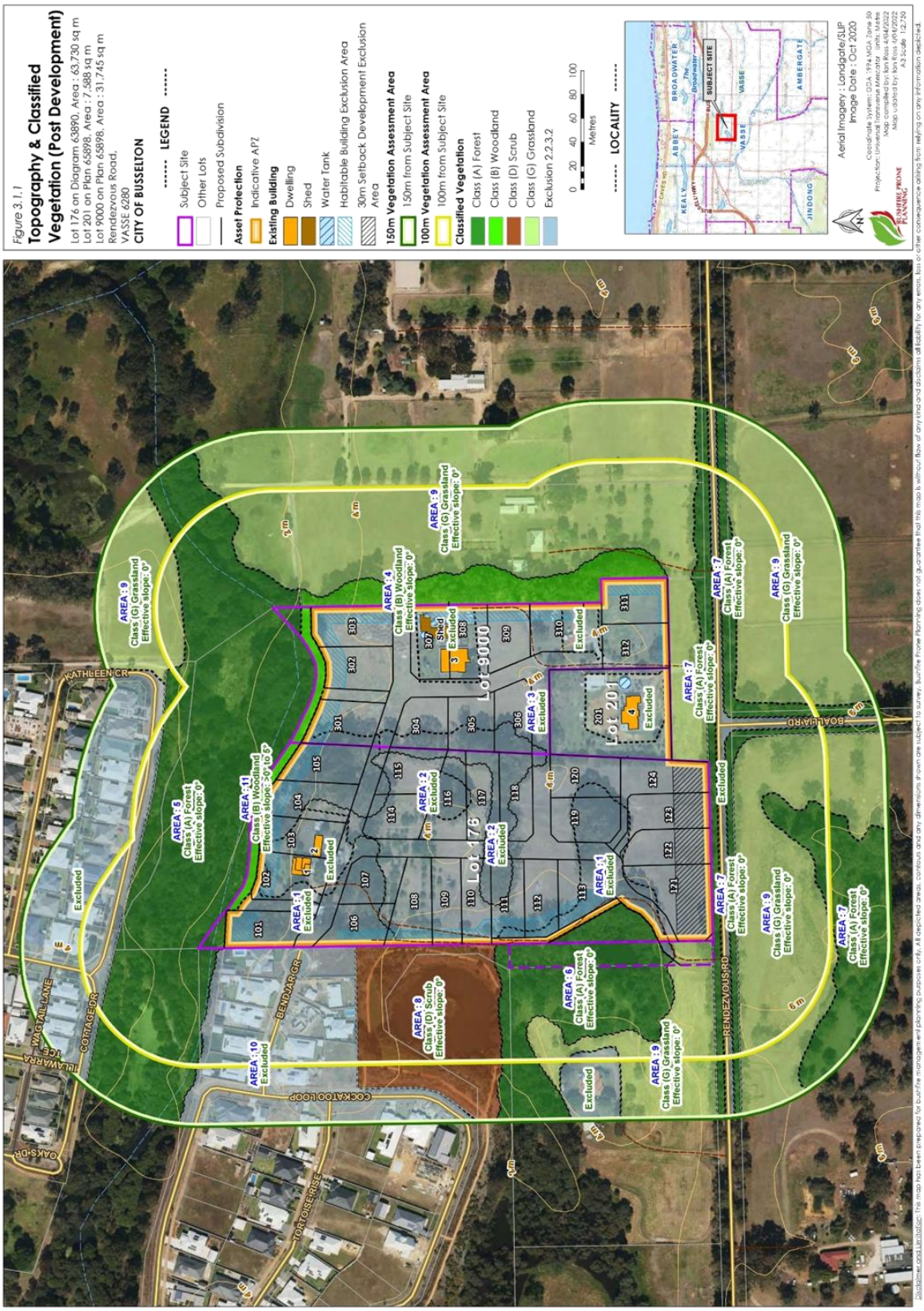


Figure 3.1.1
Topography & Classified Vegetation (Post Development)
Lot 176 on Diagram 63890, Area : 63,730 sq m
Lot 201 on Plan 65898, Area : 7,588 sq m
Lot 9000 on Plan 65898, Area : 31,745 sq m
Rendezvous Road,
VASSE 6280
CITY OF BUSSELTON
LEGEND
Subject Site
Other Lots
Proposed Subdivision
Asset Protection
Indicative APZ
Existing Building
Dwelling
Shed
Water Tank
Habitable Building Exclusion Area
30m Setback Development Exclusion Area
150m Vegetation Assessment Area
150m from Subject Site
100m Vegetation Assessment Area
100m from Subject Site
Classified Vegetation
Class (A) Forest
Class (B) Woodland
Class (D) Scrub
Class (G) Grassland
Exclusion 2.2.3.2
0 20 40 60 80 100
Metres
LOCALITY
SUBJECT SITE
Aerial Imagery : Landgate/SLIP
Image Date : Oct 2020
Lot 9000
Lot 201
Lot 176
AREA : 1
AREA : 2
AREA : 3
AREA : 4
AREA : 5
AREA : 6
AREA : 7
AREA : 8
AREA : 9
AREA : 10
AREA : 11
Class (A) Forest
Class (B) Woodland
Class (D) Scrub
Class (G) Grassland
Effective slope: 0°
Excluded
Shed
KATHLEEN CR
BENDJAR GR
COCKATOO LOOP
RENDEZVOUS RD
BOALLIA RD
COTTAGE DR
TORTOISE RISE
OAKS DR
WAGTAIL LANE
ILLAWARRA
ABBEY
BROADWATER
KEALY
VASSE
AMBERGATE
JINDONG

3.2 Assessment Output

3.2.1 Bushfire Attack Level Results - BAL Contour Map Format

INTERPRETATION OF THE BUSHFIRE ATTACK LEVEL (BAL) CONTOUR MAP

The contour map will present different coloured contour intervals extending from the areas of classified bushfire prone vegetation. These represent the different bushfire attack levels that will exist at varying distances away from the classified vegetation in the event of a bushfire in that vegetation. The areas of classified vegetation to be considered in developing the BAL contours, are those that will remain as the intended end state of the subject development once earthworks, clearing and/or landscaping and re-vegetation have been completed (or each stage completed). That range is defined by the AS 3959:2018 BAL determination methodology.

VEGETATION AREAS APPLIED TO THE DEVELOPMENT OF THE BAL CONTOUR MAP

All identified areas of classified vegetation have been applied with the following exceptions:

1. The BAL contours are constructed based on the Figure 3.1.1: Vegetation classification and effective slope. (Post - development)
2. For Figure 3.2, all classified vegetation within the proposed subdivision site is excluded and the BAL contours are constructed into the lot from any classified vegetation outside the boundaries; and

This approach is applied to indicate the achievable bushfire attack levels within the specified lot and the resultant area of developable land (i.e. subject to BAL-29 or less). It is based on the following assumptions:

1. Any classified vegetation within each lot can potentially be managed by the landowner to meet asset protection zone standards and dimensions corresponding to an indicated BAL; and
2. Each lot must be considered independent of what development may or may not take place on the adjoining lot.

VEGETATION SEPARATION DISTANCES APPLIED

Table 3.1: Vegetation separation distances applied to construct the BAL contours.

BAL CONTOUR MAP – APPLIED VEGETATION SEPARATION DISTANCES								
Derived from the Application of Method 1 BAL Determination Methodology (AS 3959:2018 Section 2, Table 2.5)[1]								
Vegetation Area	Vegetation Classification	Effective Slope (degree range)	BAL and Corresponding Separation Distance (m)					
			BAL-FZ	BAL-40	BAL-29	BAL-19	BAL12.5	BAL-LOW
4	Class B Woodland	upslope or flat	<10	10-<14	14-<20	20-<29	29-<100	>100
5	Class A Forest	upslope or flat	<16	16-<21	21-<31	31-<42	42-<100	>100
6	Class A Forest	upslope or flat	<16	16-<21	21-<31	31-<42	42-<100	>100
7	Class A Forest	upslope or flat	<16	16-<21	21-<31	31-<42	42-<100	>100
8	Class D Scrub	upslope or flat	<10	10-<13	13-<19	19-<27	27-<100	>100
9	Class G Grassland	upslope or flat	<6	6-<8	8-<12	12-<17	17-<50	>50
11	Class B Woodland	downslope >0-5	<13	13-<17	17-<25	25-<35	35-<100	>100

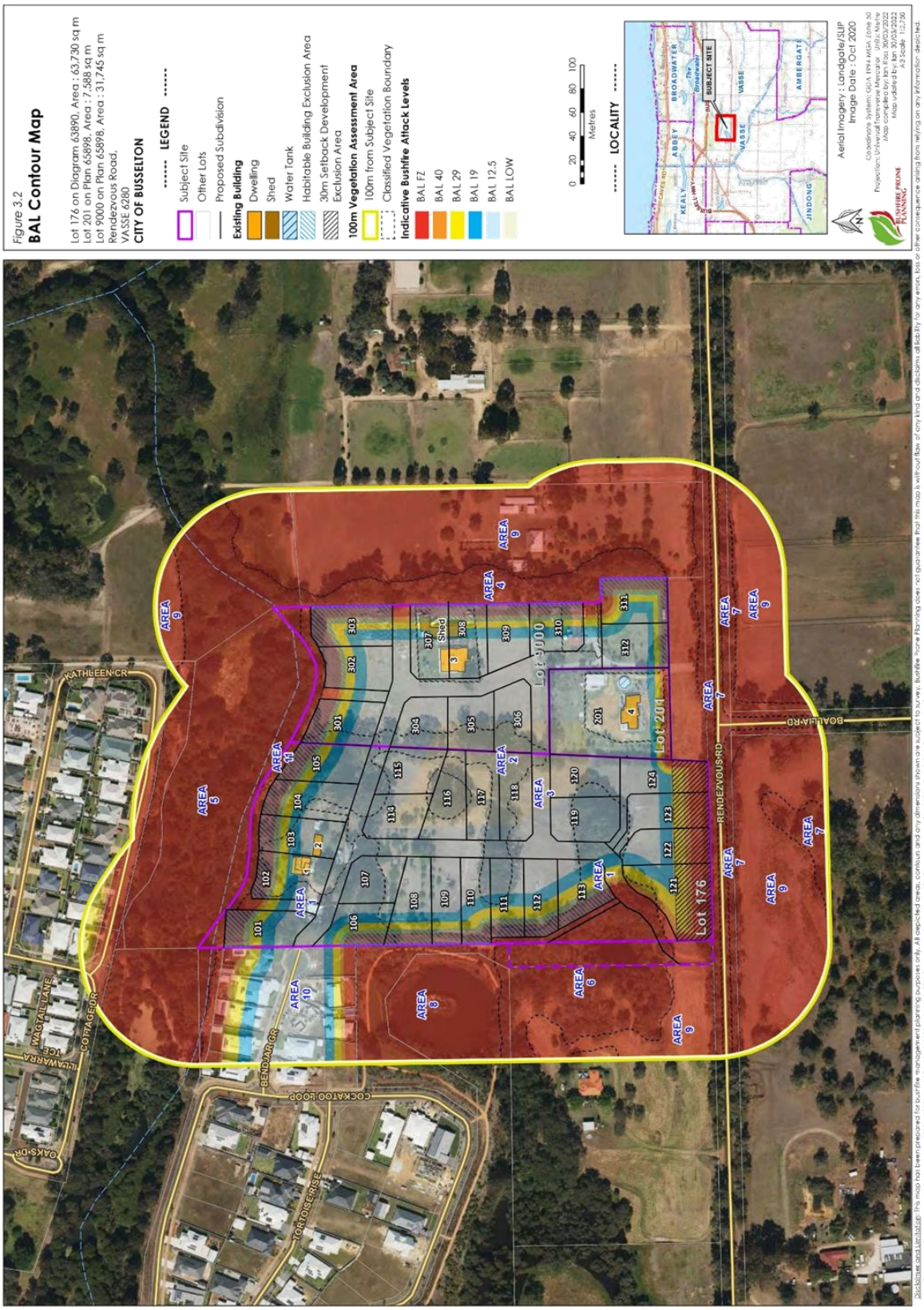


Figure 3.2
BAL Contour Map
Lot 176 on Diagram 63890, Area : 63,730 sq m
Lot 201 on Plan 65898, Area : 7,588 sq m
Lot 9000 on Plan 65898, Area : 31,745 sq m
Rendezvous Road,
VASSE 6280
CITY OF BUSSELTON
LEGEND
Subject Site
Other Lots
Proposed Subdivision
Existing Building
Dwelling
Shed
Water Tank
Habitable Building Exclusion Area
30m Setback Development Exclusion Area
100m Vegetation Assessment Area
100m from Subject Site
Classified Vegetation Boundary
Indicative Bushfire Attack Levels
BAL FZ
BAL 40
BAL 29
BAL 19
BAL 12.5
BAL LOW
0 20 40 60 80 100
Metres
LOCALITY
SUBJECT SITE
Aerial Imagery : Landgate/SLIP
Image Date : Oct 2020
Lot 9000
Lot 201
Lot 176
RENDEZVOUS RD
BOALLIA RD
KATHLEEN CR
COTTAGE DR
COCKATOO LOOP
BENDJAR GR
TORTOISE RISE
OAKS DR
WAGTAIL LANE
AREA 1
AREA 2
AREA 3
AREA 4
AREA 5
AREA 6
AREA 7
AREA 8
AREA 9
AREA 10
AREA 11

3.2.2 Bushfire Attack Level Results - Derived from The BAL Contour Map

Table 3.2.2: Indicative BAL(s) for future building works on proposed lots. (*Refer to Section 5.2)

BUSHFIRE ATTACK LEVEL FOR FUTURE BUILDING WORKS ON PROPOSED LOTS			
BAL Determination Methodology Applied	Method 1 as per AS 3959:2018 s2.2.6 and Table 2.5.		
Lot No.	**Indicative BAL**	**Lot No.**	**Indicative BAL**
101	BAL – FZ (Indicative *BAL-29)	120	BAL - 12.5
102	BAL – FZ (Indicative *BAL-29)	121	BAL – FZ (Indicative *BAL-29)
103	BAL – FZ (Indicative *BAL-29)	122	BAL – FZ (Indicative *BAL-29)
104	BAL – FZ (Indicative *BAL-29)	123	BAL – FZ (Indicative *BAL-29)
105	BAL – FZ (Indicative *BAL-29)	124	BAL – FZ (Indicative *BAL-29)
106	BAL – FZ (Indicative *BAL-29)	301	BAL – FZ (Indicative *BAL-29)
107	BAL - 12.5	302	BAL – FZ (Indicative *BAL-29)
108	BAL – FZ (Indicative *BAL-29)	303	BAL – FZ (Indicative *BAL-29)
109	BAL – FZ (Indicative *BAL-29)	304	BAL - 12.5
110	BAL – FZ (Indicative *BAL-29)	305	BAL - 12.5
111	BAL – FZ (Indicative *BAL-29)	306	BAL - 12.5
112	BAL – FZ (Indicative *BAL-29)	307	BAL – FZ (Indicative *BAL-29)
113	BAL – FZ (Indicative *BAL-29)	308	BAL – FZ (Indicative *BAL-29)
114	BAL - 12.5	309	BAL – FZ (Indicative *BAL-29)
115	BAL - 12.5	310	BAL – FZ (Indicative *BAL-29)
116	BAL - 12.5	311	BAL – FZ (Indicative *BAL-29)
117	BAL - 12.5	312	BAL – FZ (Indicative *BAL-29)
118	BAL - 12.5	201	BAL – FZ (Indicative *BAL-29)
119	BAL - 12.5		

Advice from the Proponent (31-3-2022):

** A 'habitable building exclusion area' has been applied to Lots 101 – 113, 121 – 124, 301 – 303 and 307 – 312 based on the following setback parameters: Any portion of the lot/s impacted by BAL-FZ or BAL-40 is a setback where it is greater than the R-Code setbacks listed below.*

In all other cases apply R5 setbacks being-

- *12 m from the primary street;*
- *6 m from the secondary street;*
- *6 m from the rear*

4 IDENTIFICATION OF BUSHFIRE HAZARD ISSUES

In response to the Bushfire Management Plan requirements established by Appendix 5 of the Guidelines for Planning in Bushfire Prone Areas (WAPC 2017 v1.3), the following statements are made to assist in the understanding of whether the proposal is likely to be able to comply with the bushfire protection criteria now or in subsequent planning stages.

Spatial Context - Broader Landscape Considerations	
Wider road network and access constraints	The surrounding area has an extensive public road network associated with the residential zoning and corresponding lot sizes. The proposed subdivision will improve vehicle access/egress options for existing landowners to the west of proposed subdivision site by providing through access onto Rendezvous Road from Bendjar Grove.
Proximity of settlements and emergency services	The Busselton town centre is <6 km from site. Emergency services are in the Busselton townsite.
Bushfire prone vegetation types and extent	There are significant extents of bushfire prone vegetation (predominantly Grassland and vegetation associated with the water courses) across the broader landscape.
Topography and fire behaviour interactions.	The topography of the area is predominately flat, with limited areas of slope adjacent to the wetland area.
Bushfire Hazard Issues	
Onsite Vegetation	The key assumption used to facilitate the determining of Bushfire Attack Levels on the Proposed development site is that vegetation onsite is under the control of the landowner and therefore can be removed or modified as required. *(Note: any proposed vegetation removal may be subject to local government approval, dependent on the lot's specific situation with respect to identified environmental protection areas and the lot size).*
Offsite Vegetation	Vegetation offsite is not within the control of the landowner and therefore the vegetation cannot be removed or modified. As a result, the BAL impact from these vegetation areas is unable to be reduced.

5 ASSESSMENT AGAINST THE BUSHFIRE PROTECTION CRITERIA ESTABLISHED BY THE GUIDELINES

For a subdivision application to be considered compliant with SPP 3.7, it must satisfy (achieve) the intent of each of the four elements of the bushfire protection criteria. These criteria are established by the *Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3*).

5.1 Summary of Assessment Against the Bushfire Protection Criteria

SUMMARISED OUTCOME OF THE ASSESSMENT AGAINST THE BUSHFIRE PROTECTION CRITERIA					
Element of the Bushfire Protection Criteria	Basis for the Proposal Achieving Full Compliance with SPP 3.7			The Proposal Cannot Achieve Full Compliance with SPP 3.7	
	Acceptable Solutions Met		Achieves the Intent of the Element		
	All applicable solutions are fully met	All applicable solutions are not fully met. A merit based assessment and/or a bushfire performance comparison of the proposals residual risk with that of the residual risk of the acceptable solution is conducted (refer Note 4)	A performance principle-based solution is applied	Bushfire planning development type that may not require full compliance is applied	An improvement in bushfire performance compared to the existing development is detailed (refer Note 4)
1. Location	✓	-	-	N/A	-
2. Siting and Design of Development	✓	-	-		-
3. Vehicular Access	✓	-	-		-
4. Water	✓	-	-		-

Note: The development proposal has been assessed:

1. Against the requirements established in Appendix 4 of the *Guidelines for Planning in Bushfire Prone Areas, WAPC 2017 v1.3 (Guidelines)*. The Guidelines are found at https://www.planning.wa.gov.au/8194.aspx; and
2. Applying the interpretation guidance provided in *Position Statement: Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design (WAPC Nov 2019)*.

5.2 Assessment Detail

Element 1: Location	
Intent: To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure.	
Compliance: How the proposed development achieves the intent of Element 1:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)
ASSESSMENT (COMPLIANCE) STATEMENTS For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development/use against the requirements established by the *Guidelines (WAPC 2017 v1.3)* and apply the interpretation guidance established by the *Position Statement: Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design (WAPC Nov 2019)*.	
Acceptable Solution: A1.1: Development Location	
DPLH Position Statement: Planning in bushfire prone areas (Relevant Extracts) Demonstrating Element 1: Location and Element 2: Siting and design November 2019 **5.2.2 Structure plans (where lot layout is known) and subdivision applications (BAL Contour Map)** If areas within the subject site have a rating of BAL-40 or BAL-FZ, it should be demonstrated that these areas will be incorporated into the design to increase separation between buildings and bushfire prone vegetation. Advice from the Proponent (31-3-2022): ** A 'habitable building exclusion area' has been applied to Lots 101 – 113, 121 – 124, 301 – 303 and 307 – 312 based on the following setback parameters: Any portion of the lot impacted by BAL-FZ or BAL-40 is a setback where it is greater than the R-Code setbacks listed below.* *In all other cases apply R5 setbacks being-* - *12 m from the primary street; 6 m from the secondary street; 6 m from the rear* Assessment: The proposed subdivision will provide an area of land within each lot that can be considered suitable for development (BAL 29 Rating or below) as BAL-40 or BAL-FZ construction standards will not be required to be applied. This meets the requirements established by Acceptable Solution A1.1. • The indicative BAL Contour Map demonstrates that the proposed subdivision will provide an area of land within each lot that can be considered suitable for development (BAL 29 Rating or below) as BAL-40 or BAL-FZ construction standards will not be required to be applied. The proposed development achieves compliance by: • By ensuring future building work on the lot/s can be located on an area that will be subject to potential radiant heat from a bushfire not exceeding 29 kW/m2 (i.e. a BAL rating of BAL-29 or less will apply). This can be achieved by using positioning, design and appropriate vegetation removal/modification; and • Managing the remaining bushfire risk to an acceptable level by the existence/implementation and ongoing maintenance of all required bushfire protection measures, as identified within this Plan. These measures include the requirements for vegetation management, vehicular access and firefighting water supply.	

Element 1: Location

The Hazard Within the Subject Site

The key assumption used to facilitate the determining of Bushfire Attack Levels on the Proposed development site is that vegetation onsite (Figure 3.1.1 – Indicative Asset Protection Zone) is under the control of the landowner and therefore can be removed or modified to present a low bushfire threat.

Retained vegetation will be managed in accordance with the technical requirements established by the Schedule 1: 'Standards for Asset Protection Zones (Guidelines). The primary bushfire threat from bushfire prone vegetation remaining within the proposed lots will be embers. This threat will be mitigated by the application of appropriate building design, bushfire construction standards and the ongoing maintenance of the APZ.

The Hazard Adjoining the Subject Site

Bushfire prone vegetation within this locality exists as native vegetation classified as Class A Forest, Class B Woodland, and Class G Grassland. Most of the land within the locality supports this vegetation except for the asset protection zones surrounding existing dwellings (neighbouring properties).

The likely potential bushfire impact on persons and property within the proposed lots will be ember attack in the event of a bushfire. This ember threat will be mitigated by the application of appropriate building design, bushfire construction standards and the ongoing maintenance of the minimum BAL-29 dimensioned APZ.

Element 2: Siting and Design of Development	
Intent: To ensure that the siting and design of development (note: not building/construction design) minimises the level of bushfire impact.	
Compliance: How the proposed development achieves the intent of Element 2:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)

ASSESSMENT (COMPLIANCE) STATEMENTS

For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development/use against the requirements established by the *Guidelines (WAPC 2017 v1.3)* and apply the interpretation guidance established by the *Position Statement: Planning in bushfire prone areas – Demonstrating Element 1: Location and Element 2: Siting and design (WAPC Nov 2019)*.

Acceptable Solution: A2.1: Asset Protection Zone

DPLH Position Statement: Planning in bushfire prone areas *(Relevant Extracts)*

Demonstrating Element 1: Location and Element 2: Siting and design November 2019

5.3.2 Structure plans (where lot layout is known) and subdivision applications

Provided that Element 1 is satisfied, the decision-maker may consider approving lot(s) containing BAL-40 or BAL-FZ, where:

- BAL-40 or BAL-FZ is contained within the front setback of a lot(s) with road frontage that provides for hazard separation (as prescribed in a local planning scheme or the Residential Design Codes)

Advice from the Proponent (31-3-2022):

** A 'habitable building exclusion area' has been applied to Lots 101 – 113, 121 – 124, 301 – 303 and 307 – 312 based on the following setback parameters: Any portion of the lot impacted by BAL-FZ or BAL-40 is a setback where it is greater than the R-Code setbacks listed below.*

In all other cases apply R5 setbacks being-

- 12 m from the primary street; 6 m from the secondary street; 6 m from the rear

Assessment:
The proposed development achieves compliance by:

- Ensuring future building work on the lot/s can have established around it an APZ of the required dimensions (minimum 25 APZ within the lot boundary) - to ensure that the potential radiant heat from a bushfire to impact future building/s, does not exceed 29 kW/m2 (i.e. a BAL rating of BAL-29 or less will apply to determine building construction standards); The APZ/s can be established fully within the/each lot boundaries; and

- The landowner/s having the responsibility of continuing to manage the required APZ as low threat vegetation in a minimal fuel state, by maintaining the APZ to the required dimensions and standard (minimum 25 APZ within the lot boundary) including compliance with the local government's annual firebreak notice.

- This assessment is reliant on the surrounding land (Area 10) being maintained in a low fuel condition as per the City's Firebreak Notice, reflecting the state of the vegetation at the time of the assessment.

APZ Management (Minimum 25 Asset Protection Zone): All vegetation that will require modification/removal and future management is onsite and therefore under the control of the landowner. Retained vegetation will be managed in accordance with the technical requirements established by the Schedule 1: 'Standards for Asset Protection Zones (Guidelines).

Element 3: Vehicular Access	
Intent: To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event.	
Compliance: How the proposed development achieves the intent of Element 3:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)
ASSESSMENT (COMPLIANCE) STATEMENTS For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development/use against the requirements established by the *Guidelines (WAPC 2017 v1.3)*.	
Acceptable Solution: A3.1: Two Access Routes	
Rendezvous Road, Bendjar Grove and the development of an internal road network will provide safe access and egress to two different destinations. As sealed public roads, they will be available to all residents and the public at all times and under all weather conditions.	
Acceptable Solution: A3.2: Public Road	
The construction technical requirements established by the Guidelines and/or the local government can and will be complied with.	
Acceptable Solution: A3.3: Cul-de-sacs (including a dead-end road)	
N/a	
Acceptable Solution: A3.4: Battle-axe	
Two short battle-axe (s) of approximately 35m in length form part of this proposal (Lots 123 & 124). The construction technical requirements established by the Guidelines and/or the local government can and will be complied with.	
Acceptable Solution: A3.5: Private Driveways	
The construction technical requirements established by the Guidelines and/or the local government can and will be complied with.	
Acceptable Solution: A3.6: Emergency Access Way	
N/A	
Acceptable Solution: A3.7: Fire Service Access Routes	
N/A	
Acceptable Solution: A3.8: Firebreak Width	
The proposed lots will comply with the requirements of the local government annual firebreak notice issued under s33 of the Bush Fires Act 1954. Firebreaks to be installed prior to subdivision clearance.	

Element 4: Water	
Intent: To ensure water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire.	
Compliance: How the proposed development achieves the intent of Element 4:	By fully meeting all applicable acceptable solutions established by the bushfire protection criteria (Guidelines v1.3 WAPC 2017)
ASSESSMENT (COMPLIANCE) STATEMENTS For each applicable acceptable solution, the following statements present the results of the assessment of the proposed development against the requirements established by the *Guidelines (WAPC 2017 v1.3)*.	
Acceptable Solution: A4.1: Reticulated Areas	
The site will be provided with a reticulated water supply. Hydrants will be installed in accordance with the relevant standards. The technical requirements established by the Guidelines and/or the local government can and will be complied with.	
Acceptable Solution: A4.2: Non-Reticulated Areas	
N/A	
Acceptable Solution: A4.3: Non-Reticulated Areas – Individual Lots	
N/A	

6 RESPONSIBILITIES FOR IMPLEMENTATION AND MANAGEMENT OF THE BUSHFIRE PROTECTION MEASURES

Table 6.1: BMP Implementation responsibilities prior to the issue of titles.

Developer (Landowner) - Prior to Issue of Titles		
No.	Implementation Actions	Subdivision Clearance
Note: Planning approval may be conditioned with the requirements: 1. To place certain notifications on the certificates of title and the deposited plan, regarding the existence of this bushfire management plan and the obligations it creates; and 2. To provide certification of the implementation of certain bushfire protection measures established by this bushfire management plan.		
1	Condition (as per Code F1 of Model Subdivision Schedule, WAPC April 2020): Information is to be provided to demonstrate that the measures contained in Section 6; of this Bushfire Management Plan, have been implemented during subdivisional works.	☐
2	Condition (as per Code F2 of Model Subdivision Schedule, WAPC April 2020): A notification, pursuant to Section 165 of the *Planning and Development Act 2005*, is to be placed on the certificate(s) of title of the proposed lot(s) with a Bushfire Attack Level (BAL) rating of 12.5 or above, advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows: "*This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and is/may be subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land.*" (Western Australian Planning Commission).	☐
3	Condition (as per Code F3 of Model Subdivision Schedule, WAPC April 2020):A plan is to be provided to identify areas of the proposed lot(s) that have been assessed as BAL-40 or BAL-FZ. A restrictive covenant to the benefit if the local government pursuant to section 129BA of the *Transfer of Land Act 1893*, is to be placed on the certificate(s) of title of the proposed lot(s) advising of the existence of a restriction on the use of land within areas that have been assessed a BAL-40 or BAL-FZ. Notice of this restriction is to be included on the diagram or plan of survey (deposited plan). The restrictive covenant is to state as follows: "*No habitable buildings are to be built within areas identified as BAL-40 or BAL-FZ*". (Local Government).	☐
4	Construct the public roads & battle axe(s) to the standard in the Bushfire Guidelines.	☐
5	Install the reticulated water supply to the standards stated in the Bushfire Guidelines.	☐
6	If staging forms part of the subdivision works, the Bushfire Management Plan will need to be updated to ensure the detail in this Plan is still accurate (Staging Plan).	☐

Table 6.2: BMP Implementation responsibilities prior to lot sale, occupancy or building.

Landowner (Developer) - Prior to Sale of Lot(s)	
No.	Implementation Actions
1	Prior to sale and post planning approval, the entity responsible for having the BMP prepared should ensure that anyone listed as having responsibility under the Plan has endorsed it and is provided with a copy for their information and informed that it contains their responsibilities. This includes the landowners/proponents (including future landowners where the Plan was prepared as part of a subdivision approval), local government and any other authorities or referral agencies ('Guidelines' s4.6.3).
2	Prior to sale of the subject lots, each individual lot is to be compliant with the Local firebreak notice issued under s33 of the Bushfires Act 1954. This may include specifications for asset protection zones that differ from the Guideline's APZ Standards, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with.
3	Prior to any building work, inform the builder of the existence of this Bushfire Management Plan and the responsibilities it contains, regarding the required construction standards. This will be: • The standard corresponding to the determined BAL, as per the bushfire provisions of the Building Code of Australia (BCA);
4	Prior to sale of the subject lots, the onsite vegetation (within the proposed subdivision site) will be maintained in a Low threat state (Figure 3.1.1 – Indicative APZ) as per the AS 3959-2018 s2.2.3.2 and the Busselton Firebreak Notice.
5	Prior to sale of the subject lots, the offsite vegetation within the east-west section of Proposed Lot 2004 (Reserve for Pedestrian Access and Drainage) will be modified (By the landowner) and subsequently managed in perpetuity (by the City of Busselton) as Class B Woodland (in accordance with Figure 3.1.1) as per the AS 3959-2018.

Table 6.3: Ongoing management responsibilities for the Landowner/Occupier.

Landowner/Occupier - Ongoing	
No.	Ongoing Management Actions
1	Maintain a minimum 25 metre Asset Protection Zone (APZ) within the Lot Boundary to the standards established by the Bushfire Guidelines or as varied by the local government through their Firebreak Notice
2	Comply with the Local firebreak notice issued under s33 of the Bush Fires Act 1954. This may include specifications for asset protection zones that differ from the Guideline's APZ Standards, with the intent to better satisfy local conditions. When these are more stringent than those created by the Guidelines, or less stringent and endorsed by the WAPC and DFES, they must be complied with.
3	Maintain vehicular access routes within the lot to the required surface condition and clearances as stated in the BMP.
4	Ensure that any builders (of future structures on the lot) are aware of the existence of this Bushfire Management Plan and the responsibilities it contains regarding the application of construction standards corresponding to a determined BAL.
5	Ensure all future buildings the landowner has responsibility for, are designed and constructed in full compliance with: 1. the requirements of the WA Building Act 2011 and the bushfire provisions of the Building Code of Australia (BCA); and 2. with any identified additional requirements established by this BMP or the local government.

Table 6.4: Ongoing management responsibilities for the Local Government.

Local Government - Ongoing	
No.	Ongoing Management Actions
1	Monitor landowner compliance with the Bushfire Management Plan and the annual Firebreak and Fuel Load notice.
2	Where control of an area of land is vested in the control of the local government and the ongoing management of that land has determined the suitability of the proposed development for approval, there is an obligation to consider the impact of any changes to future management of the Land and/or revegetation plans with respect to that area.

APPENDIX 1: TECHNICAL REQUIREMENTS FOR ONSITE VEGETATION MANAGEMENT

A1.1 Requirements Established by the Guidelines – Standards for Asset Protection Zones

(Source: Guidelines for Planning in Bushfire Prone Areas - WAPC 2017 v1.3 Appendix 4, Element 2, Schedule 1 and Explanatory Note E2.1)

DEFINING THE ASSET PROTECTION ZONE (APZ)

Description: An APZ is an area surrounding a building that is managed to reduce the bushfire hazard to an acceptable level (by reducing fuel loads). The width of the required APZ varies with slope and vegetation and varies corresponding to the BAL rating determined for a building (lower BAL = greater dimensioned APZ).

For planning applications, the minimum sized acceptable APZ is that which is of sufficient size to ensure the potential radiant heat impact of a fire does not exceed 29kW/m² (BAL-29). It will be site specific.

For subdivision planning, design elements and excluded/low threat vegetation adjacent to the lot(s) can be utilised to achieve the required vegetation separation distances and therefore reduce the required dimensions of the APZ within the lot(s).

Defendable Space: The APZ includes a defendable space which is an area adjoining the asset within which firefighting operations can be undertaken to defend the structure. Vegetation within the defendable space should be kept at an absolute minimum and the area should be free from combustible items and obstructions. The width of the defendable space is dependent on the space, which is available on the property, but as a minimum should be 3 metres.

Establishment: The APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity.

The APZ may include public roads, waterways, footpaths, buildings, rocky outcrops, golf courses, maintained parkland as well as cultivated gardens in an urban context, but does not include grassland or vegetation on a neighbouring rural lot, farmland, wetland reserves and unmanaged public reserves.

[Note: Regardless of whether an Asset Protection Zone exists in accordance with the acceptable solutions and is appropriately maintained, fire fighters are not obliged to protect an asset if they think the separation distance between the dwelling and vegetation that can be involved in a bushfire, is unsafe.]

Schedule 1: Standards for APZ

Fences: within the APZ are constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used.

Objects: within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building i.e. windows and doors.

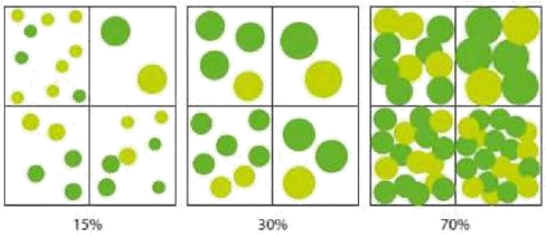
Fine Fuel Load: combustible dead vegetation matter less than 6 mm in thickness reduced to and maintained at an average of two tonnes per hectare (example below).



Example: Fine fuel load of 2 t/ha
(Image source: Shire of Augusta Margaret River's Firebreak and Fuel Reduction Hazard Notice)

Trees (> 5 metres in height): trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy. Diagram below represents tree canopy cover at maturity.

Tree canopy cover – ranging from 15 to 70 per cent at maturity



(Source: Guidelines for Planning in Bushfire Prone Areas 2017, Appendix 4)

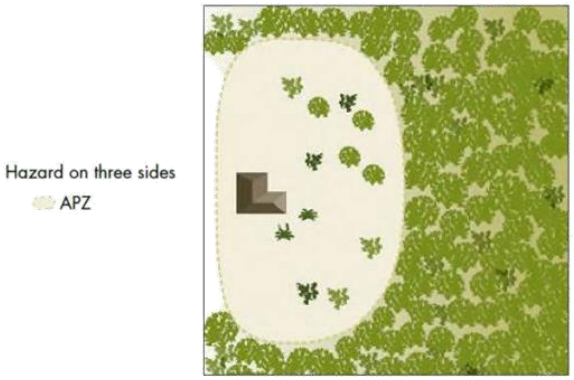
Shrubs (0.5 metres to 5 metres in height): should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m2 in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees.

Ground covers (<0.5 metres in height): can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 mm in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs.

Grass: should be managed to maintain a height of 100 mm or less.

The following example diagrams illustrate how the required dimensions of the APZ will be determined by the type and location of the vegetation.





APPENDIX 2: TECHNICAL REQUIREMENTS FOR VEHICULAR ACCESS

Each local government may have their own standard technical requirements for emergency vehicular access, and they may vary from those stated in the Guidelines.

When required, these are stated in Section 5.1 of this bushfire management plan.

Requirements Established by the Guidelines – The Acceptable Solutions

(Source: Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4)

VEHICULAR ACCESS TECHNICAL REQUIREMENTS - PART 1

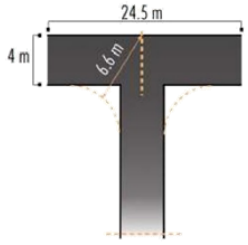
Acceptable Solution 3.5: Private Driveways

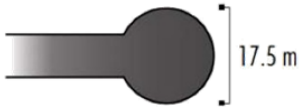
The following requirements are to be achieved:

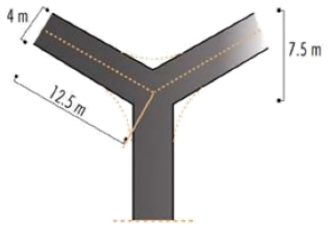
- The design requirements set out in Part 2 of this appendix; and

Where the house site is more than 50 metres from a public road:

- Passing bays every 200 metres with a minimum length of 20 metres and a minimum width of two metres (ie combined width of the passing bay and constructed private driveway to be a minimum six metres);
- Turn-around areas every 500 metres and within 50 metres of a house, designed to accommodate type 3.4 fire appliances to turn around safely (ie kerb to kerb 17.5 metres);
- Any bridges or culverts are able to support a minimum weight capacity of 15 tonnes; and
- All weather surface (i.e. compacted gravel, limestone or sealed).







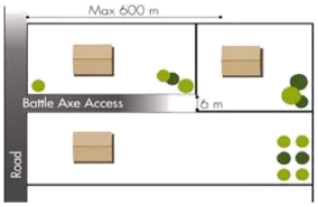
Acceptable Solution 3.8: Firebreak Width

Lots greater than 0.5 hectares must have an internal perimeter firebreak of a minimum width of three meters or to the level as prescribed in the local firebreak notice issued by the local government.

Acceptable Solution 3.4: Battle-axe

Their use in bushfire prone areas should be avoided. Where no alternative exists then the following requirements are to be achieved:

- Maximum length 600m and minimum width 6m; and
- Comply with minimum standards for private driveways.



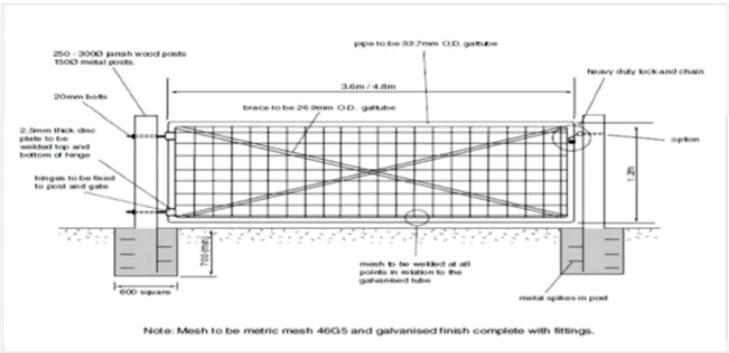
VEHICULAR ACCESS TECHNICAL REQUIREMENTS - PART 2					
Technical Component	Vehicular Access Types				
	Public Roads	Cul-de-sacs	Private Driveways	Emergency Access Ways	Fire Service Access Routes
Minimum trafficable surface (m)	6*	6	4	6*	6*
Horizontal clearance (m)	6	6	6	6	6
Vertical clearance (m)	4.5	4.5	4.5	4.5	4.5
Maximum grade <50 metres	1 in 10	1 in 10	1 in 10	1 in 10	1 in 10
Minimum weight capacity (t)	15	15	15	15	15
Maximum cross-fall	1 in 33	1 in 33	1 in 33	1 in 33	1 in 33
Curves minimum inner radius (m)	8.5	8.5	8.5	8.5	8.5
* A six metre trafficable surface does not necessarily mean paving width. It could, for example, include four metres of paving and one metre of constructed road shoulders. In special circumstances, where 8 lots or less are being serviced, a public road with a minimum trafficable surface of four metres for a maximum distance of ninety metres may be provided subject to the approval of both the local government and DFES.					

VEHICULAR ACCESS TECHNICAL REQUIREMENTS – GATES AND SIGNS EXAMPLES

Gates

Design and construction to be approved by local government.

- Minimum width 3.6m
- Emergency access way gates must not be locked.
- Fire service access route gates may be locked but only with a common key that is available to local fire service personnel.
- Bollards will be to the local government specifications



Note: Mesh to be metric mesh 466/5 and galvanised finish complete with fittings.

APPENDIX 3: TECHNICAL REQUIREMENTS FOR FIREFIGHTING WATER

Reticulated Areas

[Source: Guidelines for Planning in Bushfire Prone Areas WAPC 2017 v1.3, Appendix 4, Element 4]

The Water Corporation's 'No 63 Water Reticulation Standard' is deemed to be the baseline criteria for developments and should be applied unless local water supply authority's conditions apply.

The requirement is to supply a reticulated water supply and fire hydrants, in accordance with the technical requirements of the relevant water supply authority and DFES.

Key specifications in the most recent version/revision of the design standard include:

- ***Residential Standard*** – hydrants are to be located so that the maximum distance between the hydrants shall be no more than 200 metres.
- ***Commercial Standard*** – hydrants are to be located with a maximum of 100 metre spacing in Industrial and Commercial areas.
- ***Rural Residential Standard*** – where minimum site areas per dwelling is 10,000 m² (1ha), hydrants are to be located with a maximum 400m spacing. If the area is further subdivided to land parcels less than 1ha, then the residential standard (200m) is to be applied.

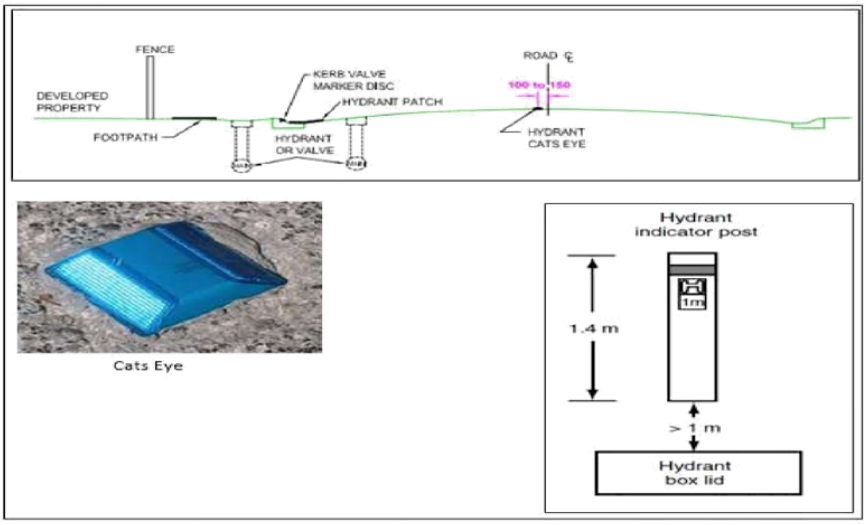


Figure A4.1: Hydrant Location and Identification Specifications

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Policy Measures		
Section	**Requirement**	**Response**
5.1.1 Requirement to connect to reticulated sewerage	Planning proposals are required to connect to or provide for reticulated sewerage: 1. where the provision of reticulated sewerage is required by a local planning scheme or a policy, strategy or plan endorsed by the Western Australian Planning Commission; 2. when any stage or part of any future or proposed subdivision or development is already connected to reticulated sewerage; 3. where the responsible authority determines any future or proposed subdivision or development can be reasonably connected to reticulated sewerage; 4. where the responsible authority determines that the absence of reticulated sewerage will jeopardise future land uses provided for in: a. a proposed or approved local planning scheme or scheme amendment; or b. in a proposed or endorsed Western Australian Planning Commission policy, strategy or plan; 5. where the responsible authority determines that the absence of reticulated sewerage will prejudice, physically or financially, the ability to provide sewerage to the local area; or	1. While the *City of Busselton Local Planning Strategy* identifies east Vasse and the subject lots for consideration and investigation for further intensification of urban development (i.e. via rezoning to Urban Development and structure planning), because this is said to achieve better environmental outcomes than the previously envisaged unsewered rural residential development, this is only for investigation and the strategy does not categorically require connection to reticulated sewerage or rule out use of on-site effluent disposal systems. Further, the *Leeuwin-Naturaliste sub-regional strategy and City of Busselton Local Planning Scheme No. 21* (LPS 21) remain silent on the issue, including proposed Amendment No. 28 and 36 LPS 21. In fact, the current Special Provision area (SP4) applying to east Vasse allow lots below 4,000 m² (i.e. down to the minimum permitted under the sewerage policy of the time) where it is demonstrated that– - all lots can achieve a minimum 500 mm vertical separation between the winter water table and aerobic treatment unit irrigation areas; - the aerobic treatment units will not adversely impact on surface water quality; and - the necessary site works required to achieve this are documented. 2. The adjoining residential subdivision to the northeast, colloquially known as *Heron Lake*, was connected to the vacuum sewerage scheme from the Vasse townsite by the pre-existing 100 mm pressure main in Oaks Drive to the northwest. However, this subdivision of 63 residential lots used up all available capacity of this vacuum main and hence the Water Corporation did not require the sewer design for *Heron Lake* to provide a working end to Lot 176. As it stands, the

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	6. where the responsible authority determines that the absence of reticulated sewerage will pose an unacceptable risk to public health, the environment or water resources. This includes instances where: a. the minimum site requirements for on-site sewage systems (as defined in section 5.2) cannot be reasonably met; b. the impact of on-site sewage disposal is deemed likely to have a detrimental impact on the water quality of a public drinking water source area, sewage sensitive area or other waterway or wetland. Where approval of any future or proposed application without connection to reticulated sewerage is likely to set a precedent for similar proposals in the local water catchment, the cumulative impact will be considered; and c. urban, industrial or commercial subdivision is proposed in Priority 3 public drinking water source areas; or 7. where land is being rezoned for the creation of lots less than one hectare and the highest groundwater level is less than 0.5m below the natural ground level.	3.	working end terminates just after the junction to Lot 63, approximately 22 m short of the end of Bendjar Grove under the sealed cul-de-sac head. Advice received from the consulting civil engineers is that any subdivision of Lots 176, 201 and 9001 with reticulated sewerage will require a new pressure main to be constructed in accordance with the Water Corporation's sewer strategy plan. This plan shows Lots 176, 201 and 9000 being serviced by a new vacuum sewer line connecting into Pearson Drive, much further west and through Lots 8002 (conservation reserve), 634 and 250. This extension has been determined to be problematic overall, not only from a cost perspective but due to environmental hurdles (clearing and excavating acid sulfate soils at every directional drill length through a Resource Enhancement wetland which is now part of a rehabilitated conservation reserve), Aboriginal heritage issues (especially when Aboriginal heritage consultation report for *Heron Lake* identified 'cultural values and practices' associated with the wetland and for it to be protected), social disruption (i.e. damage to existing roads, crossovers and other infrastructure in Pearson Drive) and the need to obtain consent from four separate landowners (including the State of WA), all with varying intentions and timeframes. Due to this, the advice from Wood and Grieve Engineers (now Stantec), supported by the land servicing branch of Water Corporation, is that Lots 176, 201 and 9000 cannot be reasonably be connected to the vacuum service to the west (Vasse), while the lots are also outside the catchment to the east (refer 5 below).
		4.	Even without reticulated sewerage, low-density residential lots down to a minimum of 1,800 m^2 can be developed in accordance with the existing and proposed planning framework. Hence, the broad 'urban' land use earmarked for east Vasse by the Leeuwin-Naturaliste Sub-regional Strategy, local planning strategy, local planning scheme and its amendments are not jeopardised, and the larger lots will provide a necessary part of the variety and choice in lots sizes, and lower-density transition between the Vasse townsite proper and east Vasse.

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		5. Using the open space mapping for east Vasse, it has been determined that the land east of Lots 176, 201 and 9000 Rendezvous Road has a developable area of 46.7356 ha outside of the nominated open space areas (most is areas with remnant trees and vegetation, but can be developed as active or passive open space). To determine the approximate lot yield outside of nominated open space areas, conservation areas and other deductions, an average density of R15 (666 m^2 per dwelling) is considered an appropriate median that balances out the higher (R30 / R40) and lower densities (R12.5 / R10) that may be applied throughout, plus other land committed to small activity centres, community sites, roads / pedestrian access ways, utilities and drainage reserves. If an R15 average density is applied to the 46.7356 hectares of developable area, the resultant yield for the balance of Vasse east is just over 700 lots, a significant settlement in its own right. The Water Corporation's sewer concept plan shows the land east of Lots 176, 201 and 9000 being serviced by the proposed sewer catchment / scheme draining / pumping east. Specifically, it shows Lots 178, 501, 1445 and 9003 Rendezvous Road / Busselton Bypass being gravity drained northeast and through *The Woods on Rendezvous* to a Type 90 pump station adjoining the Busselton Bypass. From there it is pumped east by pressure main to a future discharge point into a future gravity scheme in *Dunbarton* (infill sewerage scheme). Because Lots 176, 201 and 9000 Rendezvous Road are outside this eastern gravity-fed sewer catchment designated for the east, they really have no 'physical' bearing on provision of sewer to the remainder of east Vasse, being Lots 178, 501, 1445 and 9003. Further, in accordance with Water Corporation's Headworks Delivery Manual, once east Vasse is brought under the Water Corporation's 5-year CIP, the owners / developers of Lots 178, 501, 1445 and 9003 may construct the headworks infrastructure required to accommodate connections to reticulation assets in accordance with the Water

		Corporation's conceptual scheme planning, then be reimbursed after 12 months operation (defects period). Headworks infrastructure that comes under this 'pre-fund' arrangement include wastewater pumping stations and pressure mains, plus main sewers larger than 300 mm. Accordingly, most of the significant assets required to bring Lots 178, 501, 1445 and 9003 would be covered and reimbursed to the developer(s). Most lenders are aware of developer-constructed work agreements with Water Corporation and would regard these as bankable cost-recovery mechanisms. To this end, there is no 'financial' prejudice to the development of the remainder of east Vasse, notwithstanding the fact that Lots 176, 201 and 9000 are not in this sewer catchment. 6. The absence of reticulated sewerage will not pose an unacceptable risk to public health, the environment or water resources due to the following: a. The minimum site requirements for on-site sewage systems (as defined in section 5.2) can be met. The local water management strategy (LWMS) submitted with the structure plan submission contains the same information required of a site and soil evaluation (SSE) / land capability assessment. Not only does it contain and critique the hydrological monitoring undertaken over Lots 176 and 9000 during 2015 and 2016, but it also has a complete geotechnical report focussing on on-site effluent disposal suitability, plus soil logs from the 2015 / 2016 bore installation. All of this reconfirms the reasons why the subject parent lots are not identified 'sewage sensitive area' under the *Government Sewerage Policy* mapping. The LWMS also recommends the implementation of secondary, aerobic treatment units (ATUs) for the treatment of wastewater, including the potential use of amended soil and inverted leach drains / disposal areas for subsoil drippers where necessary to maintain the required separation groundwater.

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		b. The cumulative impacts of these upper secondary systems are negligible and much less than the nutrient load of garden fertilisers from conventional residential lots of 1,100 m^2 and less, whereas lots 1,8000 m^2 and greater are generally kept as pasture (except for possibly a small lawn area immediately around the dwelling). Further, the subdivision will bring about the removal of existing septic tanks and leach drains (primary systems) servicing the dwellings on Lot 176, which are currently leaching untreated nutrients into groundwater. c. The subject lots are not located in a Priority 3 public drinking water source areas. 7. The land does not need to be rezoned, but irrespective these lots less than one hectare occupy land that has a maximum groundwater level (MGL) much greater than 0.5 m below the natural ground level (NGL), with separation of 1.5 m or more from the MGL to the NGL for most proposed lots.
5.1.2 Licensing requirements	Reticulated sewerage must be provided in accordance with the terms of a license issued by the Economic Regulation Authority, unless the sewerage service provider has an exemption for the reticulated sewerage service which is granted by the Minister for Water under Section 7 of the *Water Services Act 2012*.	Not applicable. Reticulated sewerage not proposed.
5.1.3 Survey strata	Where a survey-strata scheme is to be connected to reticulated sewerage, arrangements are to be made at the time of subdivision to ensure that a separate sewer connection will be available to each lot within the scheme that is intended for separate use or occupation.	Not applicable. Not a survey-strata scheme.

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5.2 On-site sewage disposal	Where the provisions of 5.1.1 do not apply, on-site sewage disposal may be considered where the responsible authority is satisfied that: • each lot is capable of accommodating on-site sewage disposal without endangering public health or the environment; and • the minimum site requirements for on-site sewage disposal outlined in this section and Schedule 2 can be met.	As previously mentioned, it was the Water Corporation itself that acknowledged the severe financial and environmental implications of extending the vacuum sewerage system from Vasse in the west / northwest, notwithstanding the fact that the land cannot be serviced by the intended gravity fed system from the east. On this analysis, the Water Corporation recommended the City of Busselton and Western Australian Planning Commission (WAPC) be approached with a view to supporting 2,000 m^2 lots with ATUs. Hence the reason the City of Busselton and Department of Planning, Lands and Heritage (DPLH) were consulted on this issue in September 2018 immediately after this advice from the Water Corporation from which there was general understanding that the site could not be serviced with reticulated sewerage and therefore there was scope to use ATUs. The LWMS submitted with the structure plan provides detailed address of the *Government Sewerage Policy* and clearly shows– • each lot is capable of accommodating on-site sewage disposal without endangering public health or the environment; and • the minimum site requirements for on-site sewage disposal outlined in section 5.2 and Schedule 2 can be met. There has been some criticism that the LWMS supports a minimum setback of 30 m to a waterway, however, a 'waterway' is defined in the *Government Sewerage Policy* as: *"Any river, creek, stream or brook, including its estuary. This includes systems that flow permanently, seasonally or occasionally and parts of the waterway that have been modified. A waterway usually includes the floodplain; however, for the purpose of this policy, the floodplain is excluded."* The water body to the north of Lots 176 and 9000 within unallocated Crown land (UCL) is not a 'waterway' as it is not a river, creek, stream, brook or estuary, as it does not flow.

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5.2.1 Lot sizes	Location/Land use: Urban/Industrial subdivision outside public drinking water source areas and sewage sensitive areas Minimum lot size: 2,000 m^2 Notes: For heavy soils, secondary treatment systems will be required to achieve this lot size (refer to Table 1 in Schedule 2).	Land use is residential and is located outside public drinking water source areas and sewage sensitive areas. The minimum lot size proposed is 1,800 m^2, consistent with other subdivisions without sewerage in the east Vasse precinct, noting also that the soils are not heavy soils.
5.2.2 Separation from water resources	An on-site sewage system is not to be located within: • a wellhead protection zone or on Crown land within a reservoir protection zone; • 100 metres of the high water mark of a reservoir or 100 metres of any bore used for public drinking water supply where: — a wellhead protection zone or reservoir protection zone has not been assigned; or — where existing lots would be rendered undevelopable by the wellhead protection zone; • 30 metres of a private bore used for household/ drinking water purposes; • 100 metres of a waterway or significant wetland and not within a waterway foreshore area or wetland buffer. The separation distance should be measured outwards from the outer edge of riparian or wetland vegetation;	As is generally documented in the LWMS, the proposed lots can be developed such that no on-site sewage system is located within: • A wellhead protection zone or on Crown land within a reservoir protection zone. No such zones or special protection areas exist. • 100 metres of the high water mark of a reservoir or 100 metres of any bore used for public drinking water supply. All public drinking water in the Busselton Water scheme is sourced from the Yarragadee (7.6 gigalitres per year) and Leederville (1 gigalitre per year) aquifers in Broadwater, West Busselton and Busselton, well away from the Vasse locality. • 30 metres of a private bore used for household / drinking water purposes. There are no licensed Leederville aquifer bores on adjoining properties that have the potential to be used for household / drinking water, while the superficial aquifer is unsuitable for drinking. • 100 metres of a waterway or significant wetland and not within a waterway foreshore area or wetland buffer.

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	• 100 metres of a drainage system that discharges directly into a waterway or significant wetland without treatment; or • any area subject to inundation and/or flooding in a 10 per cent Annual Exceedance Probability (AEP) rainfall event. Smaller setbacks may be considered where a proponent demonstrates, to the satisfaction of the responsible authority in consultation with the relevant advisory agencies (Department of Water and Environmental Regulation and/or Department of Biodiversity, Conservation and Attractions, Department of Health and/or Local Government) that the reduced setbacks will not have a significant impact on the environment or public health. In seeking a reduced setback, it is likely that secondary treatment systems with nutrient removal will be required. Smaller setbacks from reservoirs or bores used for public drinking water will not be supported.	Section 7 of the *Government Sewerage Policy* provides the following definitions of 'waterway' and 'significant wetland': ***"Waterway*** *Any river, creek, stream or brook, including its estuary. This includes systems that flow permanently, seasonally or occasionally and parts of the waterway that have been modified. A waterway usually includes the floodplain; however; for the purpose of this policy, the floodplain is excluded.* ***Significant wetland*** *Includes Ramsar Wetlands; those listed in the Australian Government's Directory of Important Wetlands in Australia; wetlands categorised as Conservation Category in the Department of Biodiversity, Conservation and Attraction's Swan Coastal Plain geomorphic wetlands database, wetlands listed in the South Coast Significant Wetlands database and other wetlands that have been identified for protection during the land planning process."* Given the wetlands to the north and west are not– a. a river, creek, stream, brook or estuary that flows permanently, seasonally or occasionally; b. a Ramsar Wetland, a wetland listed in the Australian Government's Directory of Important Wetlands in Australia, or a Conservation category wetland in the Department of Biodiversity, Conservation and Attraction's Swan Coastal Plain geomorphic wetlands database; or c. a foreshore area / buffer to such a waterway or significant wetland,

		the 100 m setback requirement does not apply, and a 30 m setback as proposed in the LWMS is an acceptable buffer. • 100 metres of a drainage system that discharges directly into a waterway or significant wetland without treatment. Table 2 of the *Government Sewerage Policy* Explanatory Notes includes the following comments on what constitutes a 'drainage system': *"Includes irrigation channels, surface and subsurface drains that discharge directly into a waterway.* *Department of Biodiversity, Conservation and Attractions Corporate Policy Statement No. 51: Planning for Wastewater Management Affecting the Swan Canning Development Control Area (p6) recommends 100 metres from a surface or subsurface drainage system that discharges to the Swan and Canning rivers or their tributaries.* *Examples of treatment include the use of amended soils; or bioretention systems prior to discharge into the drainage system. Guidance on treatments and best practice management practices that should be employed may be sought from the Department of Water and Environmental Regulation."* Given there are no existing irrigation channels, surface and subsurface drains on the subject lots, and the proposed subdivision drains / swales (which will have water pass through nutrient-stripping / bio-retention measures prior to discharge from the development area) do not discharge directly into a waterway or significant wetland, this requirement is irrelevant.

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		• Any area subject to inundation and/or flooding in a 10 per cent Annual Exceedance Probability (AEP) rainfall event. As documented in the LWMS, particularly the site description provided in stormwater management plan sheet of the LWMS having considered the groundwater monitoring and geotechnical investigation data, the overall site is high at approximately 5 m AHD (approximately 4 m higher than The Broadwater Conservation Category wetland approximately 1.5 km to the northeast) and with sandy, free-draining soils to a depth of 2 m. Hence the developable portions of the site (outside the small portion of the Resource Enhancement category wetland to west that does fill in winter) are free from risk of inundation and flooding. All of the above is of course notwithstanding that the LWMS recommends the use of secondary treatment systems, which would provide scope to implementing smaller setbacks to those above, not that they are applicable in this instance. As a conservative safeguard, the LWMS recommends a 30 m setback to the Multiple Use and Resource Enhancement wetlands to the north and west respectively.
5.2.3 Separation from groundwater	The discharge point of the on-site sewage system should be at least the following distances above the highest groundwater level, taking into account the range of seasonal groundwater conditions in the context of long term variability and possible groundwater rise following development: 1. two metres in public drinking water source areas; 2. 1.5 metres in sewage sensitive areas; and 3. 0.6 to 1.5 metres in all other areas, depending on soil type and the type of treatment system used (refer to schedule 2). Where the use of fill is proposed to achieve separation distances, proponents may be required to provide additional	1. The proposed subdivision is not within a public drinking water source area. 2. The proposed subdivision is not within a sewage sensitive. 3. As described in the LWMS, a separation distance of 1.5 m AHD between the MGL and NGL is achieved excluding an area adjacent to the Resource Enhancement category wetland, which had a separation distance of 0.8 m AHD. Accordingly, a separation of at least 0.6 m above highest seasonal water table will be achieved. 4. In addition to point 3 above, it should also be noted that the separation distance of 0.8 m AHD is an absolute worst case scenario, with the lots in proximity to the Resource Enhancement wetland having other portions of land with greater separation to the MGL, notwithstanding the fact that neither fill, nor drains are required to

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	information to demonstrate that solutions are effective, do not impact on other lots through water diversion, are not cost prohibitive and will not compromise amenity or landscape values. The use of drains to achieve separation distances will only be considered for land that is already zoned for urban development and where a drainage management plan is provided to the satisfaction of the responsible authority in consideration of advice from referral agencies to demonstrate: 4. how separation from groundwater will be achieved; 5. adequate separation between sewage disposal areas and drains in accordance with 5.2.2; and 6. that re-directed water will not impact upon surrounding properties or receiving water bodies.	5. In accordance with the structure plan and stormwater management plan sheet of the LWMS, all open drains and stormwater pipes / infrastructure will be located in road reserves (verges) and drainage reserves (in place of the formerly proposed easements), hence drains will be well outside of private lots and away from disposal areas. Further, all subdivision drains / swales will have water pass through nutrient-stripping / bio-retention measures prior to discharge from the development area in accordance with best practice water management, notwithstanding that these drains / swales do not discharge directly into a waterway or significant wetland. 6. Redirected stormwater from the subdivision will follow its pre-development paths to the north via the system of drainage swales, which include treatment trains, hence there is no impact on surrounding properties or receiving water bodies. Stormwater generated inside lots will need to be detained internally.	achieve separation distances. As stated in the LWMS, amended soil or fill soil will only be used where a final, lot-specific geotechnical report (included in a final SSE) indicates the phosphorous retention index (PRI) of the soils on a particular lot is deemed inadequate for secondary disposal.
5.2.4 Land application area	Each lot should be of sufficient size to accommodate development and an unencumbered land application area for the disposal of sewage in accordance with Schedule 2 of this policy.	The geotechnical investigation report by WML at Appendix B of the LWMS describes the soils of the structure plan area as follows: *"The subsurface profile can generally be described as consisting of a dark brown silty sandy topsoil occurring to a depth of 0.2-0.3m underlain by slightly less silty brown sand underlain by various layer of clean sand associated Tamala limestone."* Such sand profiles fall into soil category 1 (gravels and sand), in accordance with Table 5.1 *AS/NZS 1547 On-site domestic wastewater management.* Table 1 of Schedule 2 of the *Government Sewerage Policy* does not prescribe a specific minimum lot size (R-Code) for primary and secondary treatment systems in soil category 1. The next lightest soil category that is prescribed a	

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		minimum lot size is soil category 4 (clay loams) which sets a minimum lot size of 2,000 m^2 (R5) for primary treatment systems and 1,000 m^2 (R10) for secondary systems. Given the much lighter soil conditions in the structure plan area, plus the LWMS recommendation to use secondary treatment units to eliminate any risk, the proposed minimum lot size of 1,800 m^2, a widely accepted variation to the R5 lot size to improve overall density, will be more than sufficient to achieve the required land application areas. Even assuming a most conservative hydraulic load of 900 litres per day (based upon occupancy of six persons, each generating 150 litres of sewage per day), soil category 1 requires only 339 m^2 of application area (including area for setbacks) for primary treatment and 180 m^2 for secondary systems.
5.2.5 Type of on-site treatment system required	Secondary treatment systems with nutrient removal will generally be required in public drinking water source areas and sewage sensitive areas. In all other instances, secondary treatment systems should only be required to address site-specific physical or environmental constraints (refer to Schedule 2). In rural and remote areas, determination of the type of treatment system required should consider the availability of maintenance personnel required to service secondary treatment systems in accordance with Department of Health requirements.	As already mentioned, despite the fact that the subject lots do not fall within public drinking water source areas and sewage sensitive areas, the LWMS recommends the implementation of secondary treatment systems to remove any risk.
5.3 Information to support planning proposals	The method of sewage disposal should be determined at the earliest opportunity in the planning process. Information outlined in Schedule 1 should be provided in support of a planning proposal to demonstrate that the long term sustainable sewerage servicing needs of the area and possible future intensification of development have been taken into consideration. The information required is to be commensurate to the scale and nature of the proposal.	As already mentioned, well before the structure planning process commenced, the project engineers consulted the land servicing branch of the Water Corporation, which itself that acknowledged the severe financial and environmental implications of extending the vacuum sewerage system from Vasse in the west / northwest, notwithstanding the fact that the land cannot be serviced by the intended gravity fed system from the east. On this conclusion, the Water Corporation recommended the City of Busselton and Western Australian Planning Commission (WAPC) be approached with a view to supporting 2,000 m^2 lots with ATUs. This is the sole reason the City of Busselton and DPLH were subsequently approached on this issue in September 2018 (immediately after advice was received from Water Corporation) and following which there was a general understanding that the structure plan area could not be serviced with reticulated sewerage and therefore there was scope to use on-site ATUs.

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			There is general acknowledgement that Lots 176, 201 and 9000 will never be the large, district structure planned solution (e.g. Vasse, Ambergate north or Yalyalup) to accommodating the bulk of Busselton's future population. Provided the necessary road connections (i.e. two connections to the east as agreed with City staff in November 2019) and common trenched services (i.e. power, water, gas, NBN) the structure plan proposed will not prejudice or hamper planning and future fully-serviced development of the remainder of east Vasse, which is to be serviced by gravity-fed sewer from the east under Water Corporation's strategy scheme. There is also logic in building upon *Heron Lake* and providing an even lower-density graduation or transition between the Vasse townsite proper and the planned community further east, particularly given rural setting and hinterland surrounding. For that reason, further intensification of development over the structure plan area, which at best would only double the current lot yield of 36 lots factoring in further roads and open space, would only hamper earlier planning efforts to provide a clearly defined settlement boundary to Vasse and development in east Vasse, and for that reason such intensification is unlikely.
5.3.1 Site and soil evaluations	Where required, site and soil evaluations should be provided in accordance with *AS/NZS 1547 On-site domestic wastewater management*. The requirements of the site and soil evaluation may be varied, based on existing site information or where health or environmental impacts are considered minimal. Where there are concerns regarding the seasonal water table or drainage, a hydrogeological assessment of the site under the wettest time of the year conditions may be required to address local government and Department of Health concerns. The site and soil evaluation should only be conducted or overseen and signed off by qualified and experienced soil scientists, in accordance with *AS/NZS 1547 On-site*	The LWMS, together with its appendices, provide the same information that an SSE provides, notwithstanding that the subject lots are— • already zoned for subdivision into lots as small as 2,000 m^2, a decision arrived at following earlier site information and assessment by agencies; and • not within a public drinking water source or sewage sensitive area, hence the environmental and health impacts are minimal. In addition, the LWMS includes groundwater monitoring (over two wet seasons) and geotechnical investigation reports that provide the necessary a hydrogeological assessment of the site under the conditions of the wettest time of the year to alleviate any concerns regarding the seasonal water table or drainage of the land.	

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	domestic wastewater management, to the satisfaction of local government/ Department of Health.	The LWMS and its sections addressing wastewater management and the *Government Sewerage Policy*, have been conducted or overseen and signed off by qualified and experienced soil scientists, in accordance with *AS/NZS 1547 On-site domestic wastewater management*, however, should the City of Busselton and DPLH / WAPC require this information to be placed in a titled SSE, such could be furnished- • with the subdivision approval application, given the Form 1A checklist requires proposals for on-site sewage disposal on lots under 4 ha to be accompanied by an SSE; or • via standard condition W10 that requires: *"Prior to the commencement of subdivisional works, the landowner/ applicant is to provide a site and soil evaluation to determine the type of on-site sewage treatment system required and the appropriate location for on-site sewage disposal. (Department of Health/Local Government)"* The Model Subdivision Conditions Schedule describes the situation for this condition being: *"Where the Western Australian Planning Commission, after considering advice from referral agencies, is satisfied that proposed lots are capable of accommodating onsite sewage disposal, but require further information to inform future development.* *In all other instances, the site and soil evaluation will generally be required to be submitted in support of the subdivision application. The Department of Health will provide assessment of the evaluation.* *Ensures that the lot can accommodate the envisaged development, primary sewage treatment apparatus, land application areas and associated setback distances for on-site sewage disposal in accordance with Schedule 2 of the Government Sewerage Policy."*

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		A final SSE would include further, site-specific, PRI testing to determine if any lots require suitable fill soil for effluent disposal areas, with such works implemented as part of the earthworks conditions D3 and D4.
Schedule 1: Supporting information and requirements at various stages of the planning system		
Section	**Requirement**	**Response**
2. Rezoning and local structure plan	Any application for rezoning of land through region or local planning schemes (including the lifting of urban or industrial deferment) and/or any local structure plan should specify how sewage will be treated and disposed. Where relevant, this should be accompanied by the information outlined below:	The LWMS contains all relevant information about how sewage will be treated and disposed of for this subdivision.
2.1 Proposals where a district or local water management strategy is required	The district or local water management strategy is to be prepared in accordance with Better Urban Water Management (WAPC 2008) and information about sewage disposal is to be incorporated. This should include a site water balance and details on the proposed servicing strategy for water supply, sewage management and stormwater management.	This is the reason why the LWMS has been prepared in accordance with *Better Urban Water Management* policy document and contains all relevant information about sewage disposal, including geotechnical investigation and groundwater monitoring report as appendices. Given the size of lots, sandy soil conditions, and fact that all lots will be connected to reticulated water supply (Busselton Water), a site water balance is unwarranted, but in any case will be part of the civil engineer's modelling of groundwater and surface water, both pre-development and post development, within an urban water management plan (UWMP) submitted in accordance the relevant standard condition of subdivision approval.
2.3 Proposals providing for lots less than 1 hectare where reticulated sewerage may not be available (Assessment of best practicable option)	Where reticulated sewerage may not be available, planning proposals should be supported by an assessment of the best practicable option for sewerage servicing. The information provided should be commensurate to the scale and nature of the proposal. For towns that do not have an established reticulated sewerage scheme, detailed information is unlikely to be required unless the scale of settlement expansion may warrant the provision of a new reticulated sewerage scheme. In other instances, the assessment should include: • sewage treatment and disposal options, including but not limited to:	• The points in response to section 5.1.1 of the policy measures provides the detailed information explaining that, while the land adjoins the development front, it cannot be reasonably serviced by a sewerage service. Further, delaying the subdivision is not a sound planning decision given it will not change the servicing outcome now or in the future, notwithstanding that there are many benefits with proceeding with the structure planning and subdivision of Lots 176, 201 and 9000 now, including the following: - The structure plan and earlier subdivision will add a secondary escape access to *Heron Lake* to the northwest, bringing it in line with contemporary bushfire planning standards (*Heron Lake* missed the need to comply with State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP

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	- connection to an existing sewerage scheme. Where the subject land is remote from the development front, consideration should be given to delaying development until services are available; - development of a new reticulated scheme servicing a local area; or - on-site treatment and disposal. • land use planning impacts: - identify if the lack of reticulated sewerage will restrict opportunities to intensify or change land uses in the future. This is particularly important where more intense land uses are provided for in a strategic plan prepared or endorsed by the Western Australian Planning Commission, the local planning strategy or local planning scheme; - identify if the lack of reticulated sewerage will jeopardise the provision of sewerage infrastructure to nearby land; and - for non-residential/industrial proposals, identify if land uses should be restricted based on volumes of sewage (including trade waste) that are likely to be generated.	3.7) by a matter of months). *Heron Lake* is rare in that it is effectively an island of development on a dead-end road surrounded by a regenerating woodland / forest, so focus should be on corrective action to lessen the vulnerability of lives and property in a bushfire emergency. - The structure plan and earlier subdivision will improve general permeability in and out of Vasse, thereby easing further potential traffic pressures (especially with the planned south Vasse expansion and its traffic implications being largely unknown), but not to the extent that it could become a 'rat run' used in place of the more defined distributor and connector road network. The benefits of having multiple access routes, not only for emergency, but other instances of incident management, road re-building, service installation etc. should not be overlooked. - The structure plan and earlier subdivision facilitates the rehabilitation, protection / management and proper connection of what remains of the inundated section of Resource Enhancement category wetland in the southwest, not to mention regeneration / stabilisation of the banks of the Multiple Use category wetland to the north. Such will improve water quality in these wetland branches and create further wildlife habitat opposite the already rehabilitated *Birchfields* foreshore. As is the experience with the New River (*Old Broadwater Farm*) and the northern *Birchfields* wetland, the sooner this rehabilitation and management is commenced the sooner a wetland eco-system can regenerate. There are many other benefits that are not so time dependent, but these are the main reasons for advancing a 'standalone' structure plan for Lots 176, 201 and 9000, particularly as this limited cell will have no significant effect on boosting lot yield and population in Vasse or

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	• Public health and environmental impacts - identify potential impacts on sensitive receiving environments, including sewage sensitive areas, waterways, other wetlands, marine reserves, karst systems or habitat of a declared rare flora or fauna; - for non-residential/industrial proposals, consider the type of land uses provided for, and the contaminants likely to be present in trade waste; - where on-site sewage disposal is proposed and approval is likely to set a precedent for similar unsewered subdivision in the local catchment, cumulative impacts should be considered; - identify measures to reduce impacts; and - where on-site sewage disposal is considered, information from local government should be sought on the performance of on-site systems in the local area at the proposed density. The creation of lots less than 2000m^2 may not be supported where local government or referral agencies advise that on-site disposal in the local area has been problematic. • Administrative impacts:	greater Busselton, even if it were developed to a fully-serviced residential standard. • Given the size, width and depth of proposed lots, the lack of reticulated sewerage will not restrict opportunities to intensify or change land uses in the future, particularly if there are further advancements in on-site effluent disposal technology. Further, the lack of reticulated sewerage will not jeopardise the provision of sewerage infrastructure to nearby land, given Water Corporation's sewer strategy plan shows the land east of Lots 176, 201 and 9000 being serviced by the proposed sewer catchment / scheme draining / pumping east, while Lots 224 and 634 to the west have limited development opportunities due to extensive inundation, high water table, existing remnant trees and riparian vegetation etc. Finally, there are no non-residential / industrial land uses proposed or permitted by the zoning, hence there is no need for restrictions on volumes of sewage, such as trade waste. • There are not threats to public health or environmental impacts, given: - The non-existence or otherwise considerable separation to sensitive receiving environments (i.e. sewage sensitive areas, waterways, other wetlands, or habitat of a declared rare flora or fauna). - This is not a non-residential / industrial proposals, hence there will be no trade waste with potential contaminants. - This subdivision will not be a precedent for similar unsewered subdivision in the local catchment given the extensive reasons and justification for using on-site effluent disposal in this isolated instance, even considering the cumulative impacts of unsewered development on Lots 224 and 634 given their very limited, possibly unviable development potential.

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	- details of servicing/maintenance arrangements and mechanisms in place to support these arrangements.	- It is proposed to mitigate impacts / risks through application of the precautionary principle, particularly the implementation of secondary treatment systems, despite most lots achieving groundwater separation of 1.5 m and more in the sandy soils present. - On-site sewage disposal systems are already implemented on lots 1,800 m² and larger in east Vasse, and their performance in earlier stages has not prevented further stages of *The Woods on Rendezvous* and *The Rendezvous* from being released. • In terms of administrative impacts, all manufacturers of secondary treatment units provide a service and maintenance agreement as part of the condition of sale, with appropriate mechanisms and local service agents in place to have these systems serviced at regular intervals.
2.4 Where on-site sewage disposal is proposed	The long-term servicing needs of the area and possible future intensification of development needs to be considered where on-site sewage disposal is proposed. The applicant should demonstrate that onsite disposal will not prejudice this ability. The applicant should provide a site and soil evaluation in accordance with AS/NZS 1547 On-site domestic wastewater management to demonstrate the site is suitable for long-term on-site sewage disposal in accordance with section 5 and Schedule 2 of this policy. The level of information required will be commensurate with the scale and nature of the proposal. At a minimum, this should include: • identification of public drinking water source areas and sewage sensitive areas; • identification of water resources and land affected by separation distances, as outlined in	As detailed in the response to section 2.3, given the size, width and depth of proposed lots, the lack of reticulated sewerage will not restrict opportunities to intensify or change land uses in the future, particularly if there are further advancements in on-site effluent disposal technology. Further, the lack of reticulated sewerage will not jeopardise the provision of sewerage infrastructure to nearby land, given Water Corporation's sewer strategy plan shows the land east of Lots 176, 201 and 9000 being serviced by the proposed sewer catchment / scheme draining / pumping east, while Lots 224 and 634 to the west have limited development opportunities due to extensive inundation, high water table, existing remnant trees and riparian vegetation etc. The LWMS provides the same information that an SSE would provide, and clearly sets out the following: • It advises that no sewage sensitive areas and / or public drinking water source areas are to be developed.

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	section 5.2.2 of this policy. Includes wellhead protection zones, reservoir protection zones, public and private drinking water bores, waterways, significant wetlands, drainage systems and land subject to flooding; • site and soil conditions: - depth to groundwater and consistency with criteria contained in section 5.2.3 of this policy. Mapping may be required to show highest groundwater levels and groundwater gradients; and - nature and depth of soil (including soil category); and - slope and instability; and - climate; and • capacity of site to accommodate a land application area in accordance with schedule 2 of this policy; and • proposed on-site sewage system. Where a drainage management plan is required, it should contain sufficient information to demonstrate: • how separation from groundwater in accordance with 5.2.3 will be achieved; • adequate separation between sewage disposal areas and water resources in accordance with 5.2.2; and	• It outlines compliance with separation distances, not that there are any wellhead protection zones, reservoir protection zones, public and private drinking water bores, waterways, significant wetlands, drainage systems, only land subject to seasonal flooding to the north and west for which appropriate setbacks are recommended. • It details the site and soil conditions of the structure plan area, including coverage of– - depth to groundwater and consistency with criteria contained in section 5.2.3 of this policy, including mapping showing highest groundwater levels and groundwater contours; - nature and depth of soil; - slope and instability; - climate; and - capacity of site to accommodate a land application area in accordance with schedule 2 of this policy; and - proposed use of secondary on-site sewage systems (ATUs). • It includes– - details on how separation from groundwater in accordance with seciton 5.2.3 will be achieved; - adequate separation between sewage disposal areas and open water bodies; and

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	• that re-directed water will not impact upon surrounding properties or receiving water bodies. The best practice methodology for site and soil evaluation is provided in AS/NZS 1547 On-site domestic sewage management. If secondary treatment systems are required, provisions to enforce their use should be included in scheme text. Ensure any restrictions in land uses required to manage impacts of sewage disposal are reflected in scheme text.	- includes a drainage management plan that clearly shows that re-directed water will not impact upon surrounding properties or receiving water bodies.
Schedule 2: Site requirements for on-site sewage systems		
Section	**Requirement**	**Response**
1 Minimum lot sizes for residential development in heavy soils	In accordance with *Table 1: Minimum lot sizes for residential development serviced by on-site sewage disposal in heavy soils located outside public drinking water source areas and sewage sensitive areas outside of Perth Metropolitan and Peel Region Scheme Areas.*	Table 1 of Schedule 2 of the *Government Sewerage Policy* does not prescribe a specific minimum lot size (R-Code) for primary and secondary treatment systems in soil category 1. The next lightest soil category that is prescribed a minimum lot size is soil category 4 (clay loams) which sets a minimum lot size of 2,000 m^2 (R5) for primary treatment systems and 1,000 m^2 (R10) for secondary systems. Given the much lighter soil conditions in the structure plan area and LWMS recommendation to use secondary treatment units to eliminate any risk, the proposed minimum lot size of 1,800 m^2, a widely accepted variation to the R5 lot size to improve overall density, will be more than sufficient to achieve the required application areas.
2 Determination of land application area (m^2)	In accordance with *Table 2: Conversion factors to calculate the minimum required land application area for subdivision/ development (conversion factors are determined using a hydraulic load of 1 L/day.*	Even assuming a most conservative hydraulic load of 900 litres per day (based upon occupancy of six persons, each generating 150 litres of sewage per day), soil category 1 requires only 339 m^2 of application area (including area for setbacks) for primary treatment and 180 m^2 for secondary systems.
3 Land application areas for single houses	In accordance with *Table 3: Land application areas for a single house (occupancy of 6 persons in a 5 bedroom house)*	As above.
4 General site features for on-site sewage disposal	In accordance with *Table 4: General site features for on-site sewage disposal*	In respect to separation from groundwater, for land that is not within a public drinking water source area or a sewage sensitive area, the discharge point of the on-site sewage system in sands should be located at least 1.5 metres above the highest groundwater level, or at least 0.6 metres where a nutrient retentive secondary treatment system is used.

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		As already stated, the separation distance of 1.5 m between the MGL and NGL is achieved excluding an area adjacent to the Resource Enhancement category wetland, which had a separation distance of 0.8 m AHD. Accordingly, a separation of at least 0.6 m above highest seasonal water table will be achieved for the mandated secondary treatment systems. Further, the separation distance of 0.8 m AHD is an absolute worst case scenario, with the lots in proximity to the Resource Enhancement wetland having other areas with greater separation to the MGL, notwithstanding the fact that neither fill, nor drains are required to achieve separation distances. In respect to land application area, the proposed subdivision complies given the following: • A land application area is provided for all lots in accordance with tables 2 and 3 of Schedule 2 for the disposal of sewage. • The land application area can easily be restricted to the distribution of treated sewage only and be kept free of any temporary or permanent structures through the building permit application (including assessment of stormwater drainage) and septic apparatus approval processes. • Manufacturers of ATUs provide ongoing maintenance, inspection to ensure land use / activities do not interfere with the function of the land application system and that people avoid potential contact with effluent residues. Between quarterly inspections / maintenance by manufacturers to the ATUs and local government building permit application (including assessment of stormwater drainage) and septic apparatus approval processes, it can be assured that the land application area will— - not be built on or paved in a manner which precludes reasonable access;

		- not be subject to vehicular traffic (other than a pedestrian-controlled lawnmower); - not be subject to regular foot traffic such as pathways and clothes line areas; and - be kept in a manner which enables servicing and maintenance of the disposal system. • In respect to the gradient of the land application area, surface contours are shown on the structure plan and clearly show the slope does not exceed one in five (1:5). Accordingly, there is no need for the land application area to engineered to prevent run-off. • In respect to the location of land application area, it is expected the local government will approve ATU systems and disposal areas in areas outside the dwelling setbacks, except where required by the final structure plan / and or SSE to be excluded from a certain area to meet the requirements outlined above.
Schedule 4: Model subdivision conditions, notifications and advice notes		
Section	**Requirement**	**Response**
2 Subdivision proposing on-site sewage disposal	Various conditions.	It is expected that the following standard conditions W8 and W10 and advice note Wa6 are imposed on the subdivision approval: W8 *"A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:* *"A reticulated sewerage service is not available to the lot(s). As such, an on-site secondary treatment and disposal system for sewage will be required. Therefore, the developable area of the lot is reduced. There are ongoing landowner obligations to ensure that the treatment and disposal system is regularly maintained in accordance with relevant*

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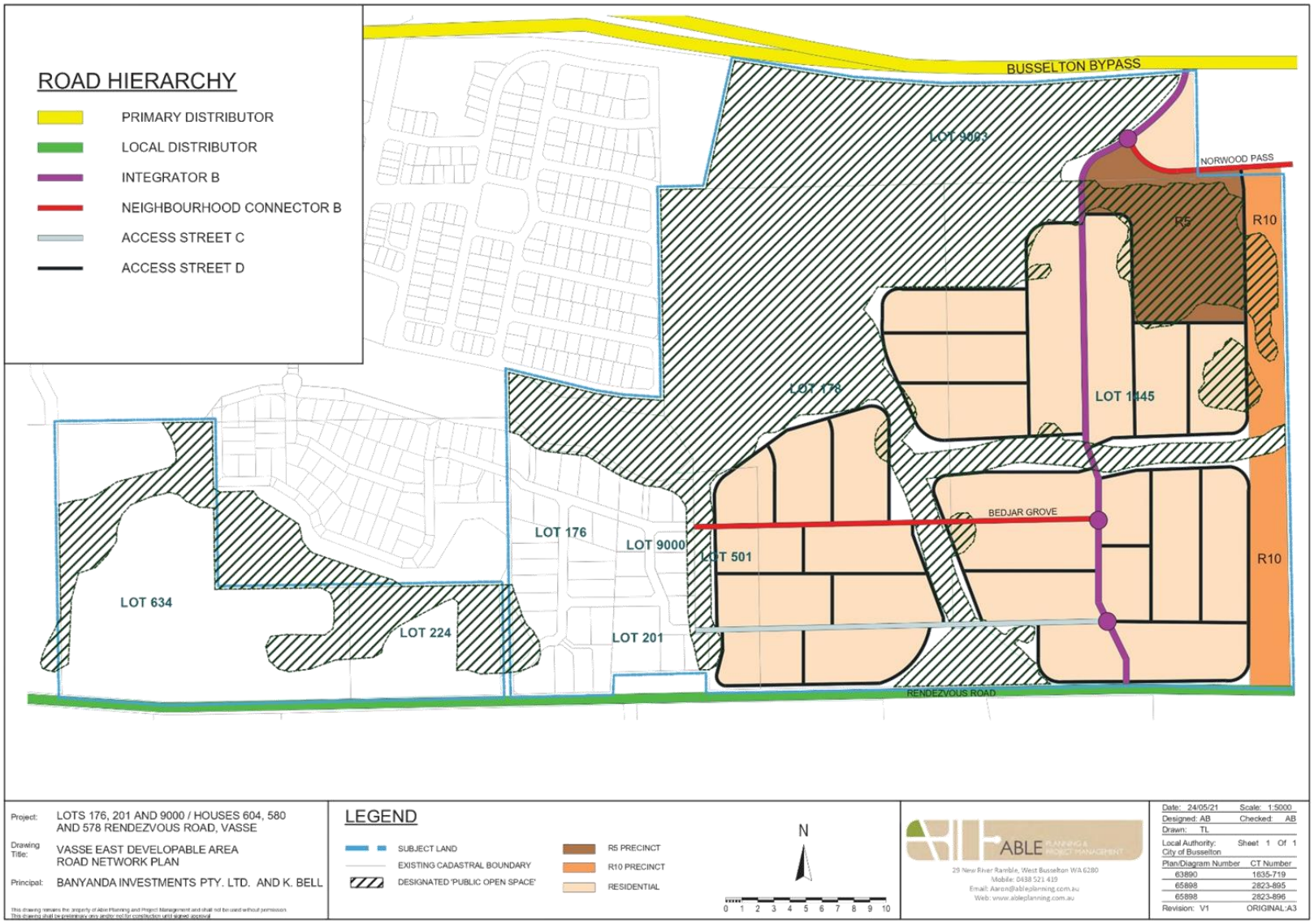
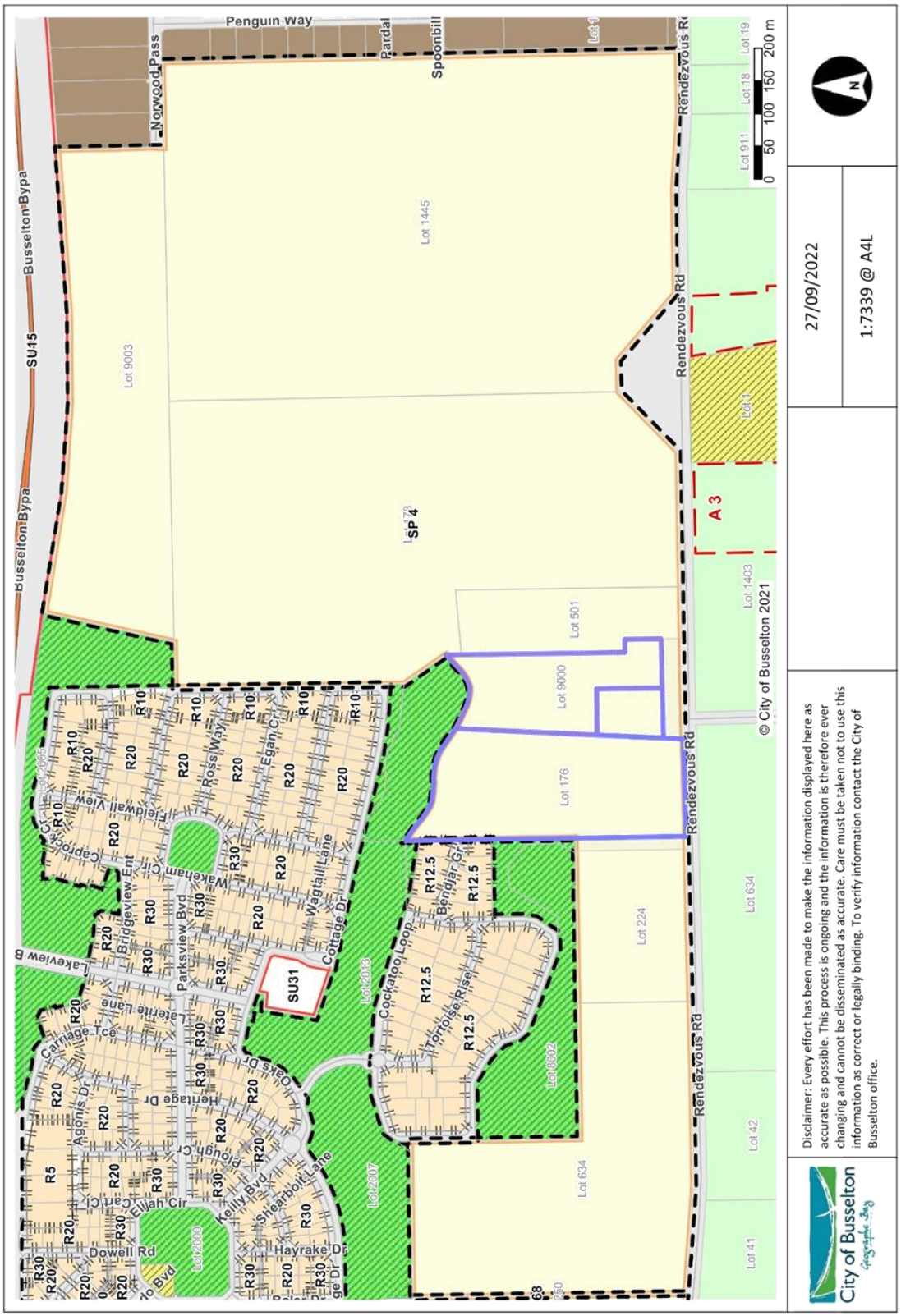
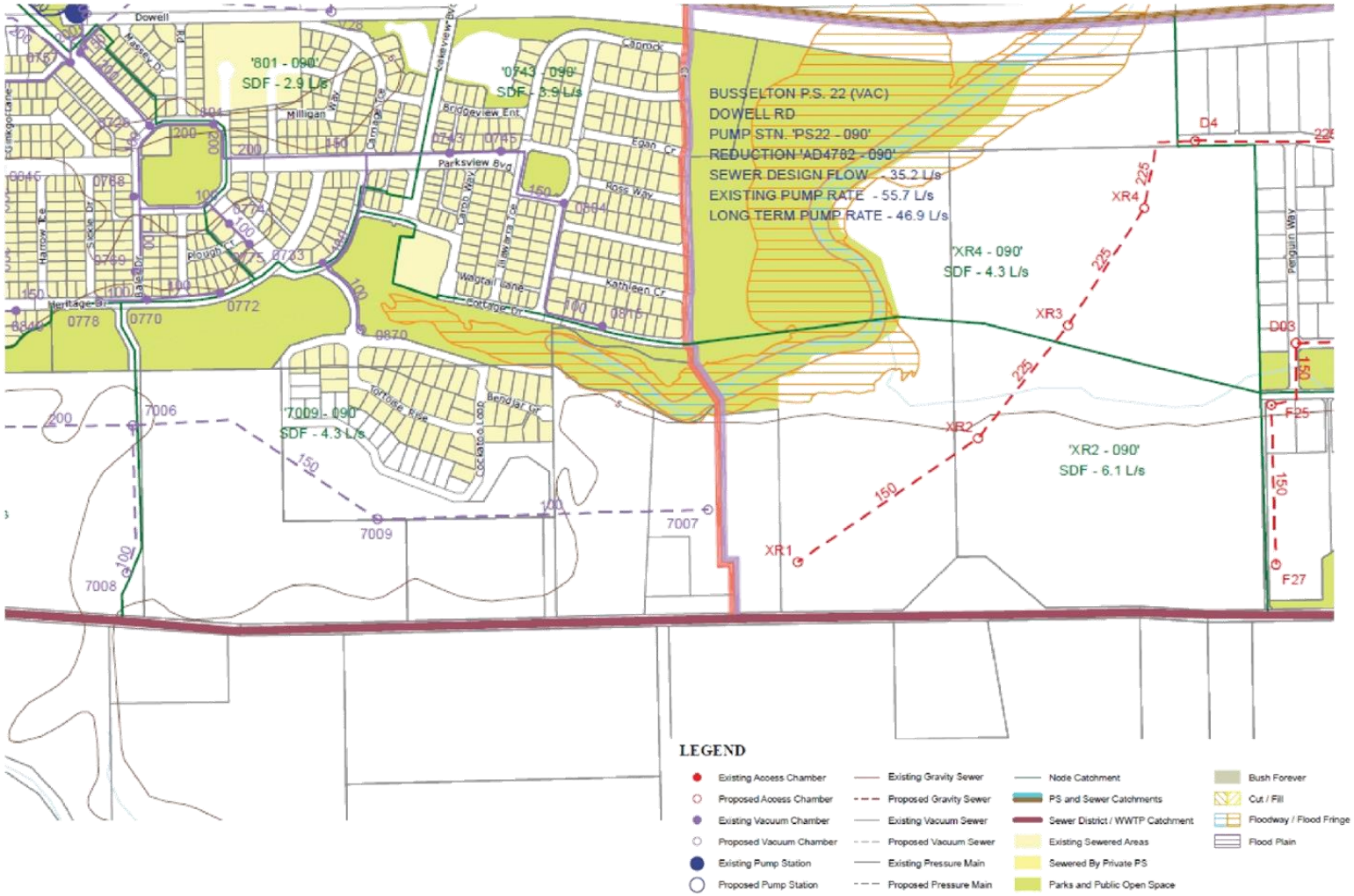
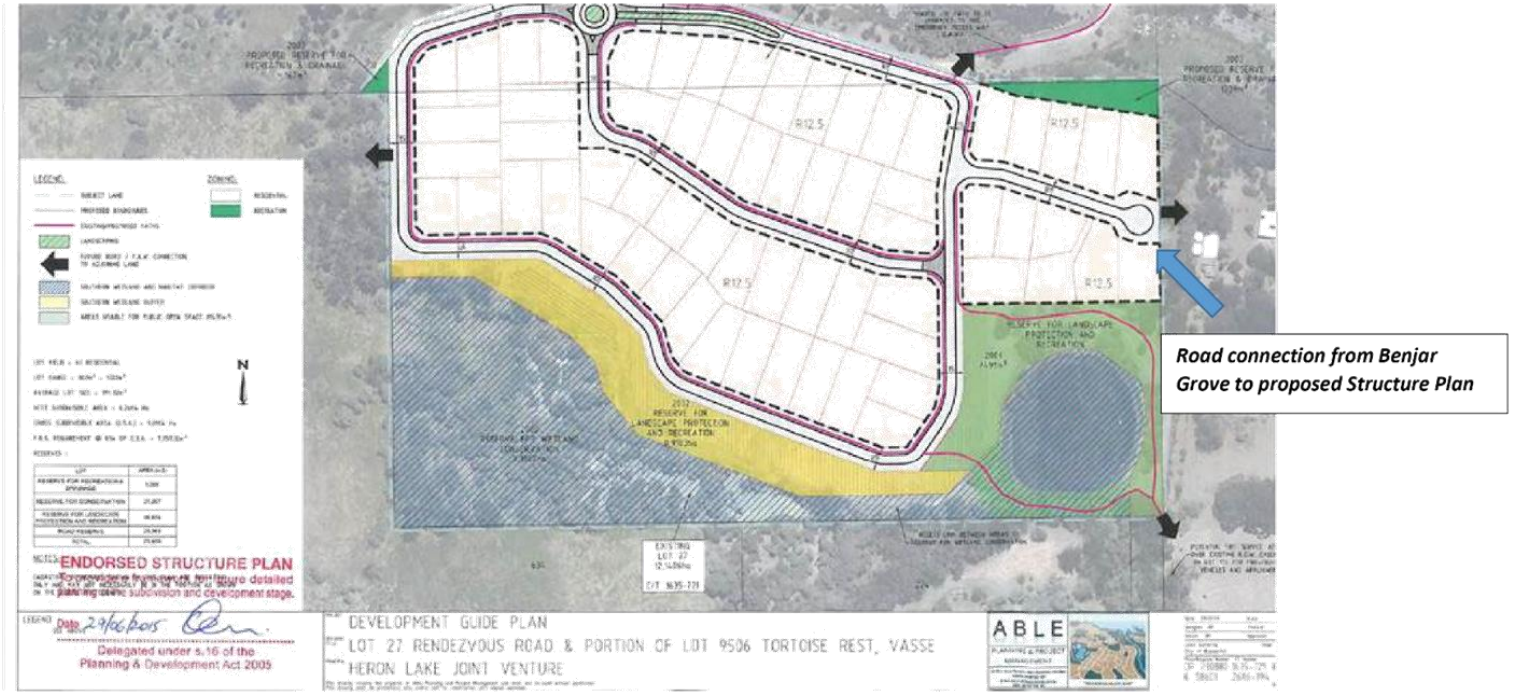
			health regulations. Contact the local government for further information." (Local Government)"
		W10	*"Prior to the commencement of subdivisional works, the landowner/ applicant is to provide a site and soil evaluation to determine the type of on-site sewage treatment system required and the appropriate location for on-site sewage disposal. (Department of Health/Local Government)"*
		Wa6	*"The size and location of sewage disposal areas are to be consistent with Government Sewerage Policy. Best practice is provided in Australian/New Zealand Standard 1547 On-site domestic sewage management."*


ROAD HIERARCHY
PRIMARY DISTRIBUTOR
LOCAL DISTRIBUTOR
INTEGRATOR B
NEIGHBOURHOOD CONNECTOR B
ACCESS STREET C
ACCESS STREET D
BUSSELTON BYPASS
LOT 9003
NORWOOD PASS
R5
R10
LOT 178
LOT 1445
BEDJAR GROVE
LOT 176
LOT 9000
LOT 501
R10
LOT 634
LOT 224
LOT 201
RENDEZVOUS ROAD
Project: LOTS 176, 201 AND 9000 / HOUSES 604, 580 AND 578 RENDEZVOUS ROAD, VASSE
Drawing Title: VASSE EAST DEVELOPABLE AREA ROAD NETWORK PLAN
Principal: BANYANDA INVESTMENTS PTY. LTD. AND K. BELL
LEGEND
SUBJECT LAND
EXISTING CADASTRAL BOUNDARY
DESIGNATED 'PUBLIC OPEN SPACE'
R5 PRECINCT
R10 PRECINCT
RESIDENTIAL
N
0 1 2 3 4 5 6 7 8 9 10
ABLE
29 New River Ramble, West Busselton WA 6280
Mobile: 0438 521 419
Email: Aaron@ableplanning.com.au
Web: www.ableplanning.com.au
Date: 24/05/21 Scale: 1:5000
Designed: AB Checked: AB
Drawn: TL
Local Authority: City of Busselton Sheet 1 Of 1
Plan/Diagram Number CT Number
63890 1835-719
65898 2823-895
65898 2823-896
Revision: V1 ORIGINAL:A3


Penguin Way
Nopwood Pass
Pardal
Spoonbill
Busselton Bypa
SU15
Rendezvous Rd
Lot 9003
Lot 1445
SP 4
A 3
Lot 501
Lot 9000
Lot 176
Lot 1403
Lot 634
Lot 224
Lot 42
Lot 41
Lot 911
Lot 18
Lot 19
0 50 100 150 200 m
© City of Busselton 2021
SU31
Lot2013
Lot2007
Lot2000
Lot 8002
Cockatoo Loop
Tortoise Rise
Bendjar Gr
Wagtail Lane
Cottage Dr
Parksview Byd
Bridgeview Ent
Wakeham Cir
Egan Cir
Ross Way
Fieldwall View
Lakeview Bl
Carriage Tce
Heritage Dr
Oaks Dr
Kelly Byd
Shearbolt Lane
Hayrake Dr
Elijah Cir
Dowell Rd
27/09/2022
1:7339 @ A4L
City of Busselton
Disclaimer: Every effort has been made to make the information displayed here as accurate as possible. This process is ongoing and the information is therefore ever changing and cannot be disseminated as accurate. Care must be taken not to use this information as correct or legally binding. To verify information contact the City of Busselton office.


BUSSELTON P.S. 22 (VAC)
DOWELL RD
PUMP STN. 'PS22 - 090'
REDUCTION 'AD4782 - 090'
SEWER DESIGN FLOW - 35.2 L/s
EXISTING PUMP RATE - 55.7 L/s
LONG TERM PUMP RATE - 46.9 L/s
'801 - 090'
SDF - 2.9 L/s
'0743 - 090'
SDF - 5.9 L/s
'XR4 - 090'
SDF - 4.3 L/s
'7009 - 090'
SDF - 4.3 L/s
'XR2 - 090'
SDF - 6.1 L/s
XR1
XR2
XR3
XR4
D4
D03
F25
F27
7006
7007
7008
7009
LEGEND
Existing Access Chamber
Proposed Access Chamber
Existing Vacuum Chamber
Proposed Vacuum Chamber
Existing Pump Station
Proposed Pump Station
Existing Gravity Sewer
Proposed Gravity Sewer
Existing Vacuum Sewer
Proposed Vacuum Sewer
Existing Pressure Main
Proposed Pressure Main
Node Catchment
PS and Sewer Catchments
Sewer District / WWTP Catchment
Existing Sewered Areas
Sewered By Private PS
Parks and Public Open Space
Bush Forever
Cut / Fill
Floodway / Flood Fringe
Flood Plain

Development Guide Plan – Lot 27 Redezvous Road, Vasse



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OFFICER: David Sands

No	NAME & ADDRESS	NATURE OF SUBMISSION	STAFF COMMENT	STAFF RECOMMENDATION
1.	Water Corporation	Water Supply is not provided by Water Corporation. The Water Corporation has a long term conceptual vacuum wastewater plan for this area (as per attached diagram).	Noted.	That the submission be noted.
2.	Department of Health	**Water Supply and Wastewater Disposal** It is noted that the proposal intends to have onsite wastewater treatment systems and disposal areas and the lots are proposed to be greater than 1,800m^2. It is also noted that deep sewerage is located in very close proximity to this proposal, being only 22 metres away from the boundary of Lot 176, House Number 604 Rendezvous Road, Vasse. Clause 5.1 of the Government Sewerage Policy (GSP) 2019 details the requirement to connect to reticulated sewerage and states "Planning proposals are required to connect to or provide for reticulated sewerage" and 5.1.1, 3, states "Where the responsible authority determines any future or proposed subdivision or development can be reasonably connected to reticulated sewerage". The Health Act 1911 also provides for local government to request connection to deep sewerage when it is located less than 91 metres away. On this basis the DOH does not support this proposal using onsite wastewater treatment systems and disposal areas where deep sewerage is readily available in support of the GSP requirements. Furthermore, the lots are very	The available sewer connection to the structure plan area is by a vacuum sewer which is approximately 1km from the subject land. The sewer connection adjacent Lot 176 (at Bendjar Grove) – is not planned for extension. The provisions of the Health Act, with regard to Local Government request for sewer connection, are noted, however, they cannot be applied to require connection to Bendjar Grove due to the above circumstance. Further to requiring a sewer connection, Special Provision Area 4 allows for the Structure Plan to proceed provided reticulated sewer connection is not prejudiced. This is further considered in the assessment. For notifications on certificates of title and a Mosquito Management Plan no specific Structure Plan conditions are required as this process will occur by agency consultation at subdivision stage.	

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		closely surrounded by environmentally sensitive areas as restricted by the GSP and the proposed sites are very likely to experience high water tables. The lots may require to be reduced in size in order to obtain support from the local service provider. Should all new development proposals be connected to reticulated sewerage in accordance with the GSP, the DOH has no objections. The DOH is satisfied that the additional loading of wastewater production from this proposal could be adequately managed by the service provider's existing wastewater treatment plant, pump stations and associated infrastructure thus minimising public health risk. Should existing infrastructure be deemed not sufficient, it could be readily upgraded to meet increasing demands. **Medical Entomology** The subject land is in a region that regularly experiences significant problems with nuisance and disease carrying mosquitoes. These mosquitoes can disperse several kilometres from breeding sites and are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases occur annually in this general locality. The subject land is also within 3km of mosquito dispersal distance from mosquito breeding sites along Vasse River and its tributaries. Mosquitoes		

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		will disperse from these sites to the subject land under favourable environmental conditions. There may also be seasonal freshwater mosquito breeding habitat within proximity to the subject land. Additionally, there is the potential for mosquitoes to breed in onsite infrastructure and constructed water bodies if they are poorly designed. The above disease risks, as well as the lifestyle impacts of nuisance mosquitoes, will inevitably result in demands for the application of chemicals to control larval and/or adult mosquitoes. Environmental agencies may not automatically approve the use of such measures in and around environmentally significant wetlands. Therefore, it will be important that in-principle approval for effective mosquito control measures in and around these wetlands is obtained from the relevant environmental agencies before planning decisions are finalised. Prior to development, the DOH recommend a mosquito management plan (MMP) be developed and approved by both the DOH and the local government in which the proposal is based to ensure the risk to the community of exposure to nuisance and/or disease carrying mosquitoes is considered. This MMP is to be approved by the local government and DOH prior to any subdivision.		

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		The DOH has provided guides and templates for the development of suitable MMPs to assist land developers meet these requirements. Please see: Mosquito management (health.wa.gov.au) for additional support. In addition, due to the high-risk nature of the proposed development, the DOH require the following wording to be placed on all land title documents: *"This lot is located near extensive mosquito breeding habitat and can experience substantial numbers of nuisance mosquitoes after certain environmental conditions. The mosquito species in the region are known vectors of Ross River virus and other mosquito-borne diseases and the region is subject to annual outbreaks of these diseases."* Land Use Planning for Natural Hazards A document 'Land Use Planning for Natural Hazards can also guide the use of land to effectively reduce risk and enhance sustainability for areas prone to hazards such as flooding (including storm surge), fire, landslide, earthquake, strong wind and erosion. Available for download from: https://knowledge.aidr.org.au/resources/land-use-planning-for-natural-hazards-hanbook/		
3.	Department of Water and Environmental Regulation	The LWMS does not meet the requirements of the Department.		1. A modification to Part 1 is recommended to require ATU systems to have secondary

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		Page 2 – Section 2.3.2 The requirement for further testing to better outline the phosphorus absorption qualities for each lot is noted and should be required as part of the S&SE report to support the subdivision. As such an advice note to Model Subdivision condition W10 is recommended to clarify the level of detail required. **Page 3 – Section 2.2.3** Permeability testing was undertaken in February, and should be tested in late winter/early spring when the soils are saturated. While it is noted that the borehole was filled with water but it is unclear how long was allowed to ensure sufficient extent of the soil matrix was saturated to ensure the test results were not representative of true winter conditions. This is deemed sufficient information to support the structure plan, however the S&SE report to support the subdivision should have results from permeability testing in late winter/early spring. **Page 3 – Section 2.4** It is noted that the Bushfire Management Plan referenced Wetland Management Plan (Accendo, 2017). This plan has not been supplied in the documents to support the structure plan nor LWMS. **Page 4 – Section 2.7.2** The observations and analysis of the groundwater regime is deemed appropriate.	**Section 2.3.2** A Site and Soil Evaluation has been prepared and submitted for the structure plan and forms part of the technical appendices to the Structure Plan. The requirement for modification to the Site and Soil Evaluation can be further assessed at subdivision stage and it is not recommended as a Structure Plan condition. The timing of late winter/early spring testing required for on-site testing is noted. The on-site testing will be required to determine phosphorus absorption qualities and permeability testing as per DWER advice. **Section 2.4** Noted. BMP to be further assessed. **Section 2.7.2** Noted.	treatment units with nutrient removal. 2. A modification of section 3.3 of the LWMS outlining that the superficial water aquifer is fully allocated with Lot 201 Rendezvous Rd Vasse, for 1500 kL/annum and a note that water use for dust suppression would require licensing noting the above situation. 3. A modification to the stormwater management plan to consider pre and post development catchments and 1 in 100 year flood levels. 4. In consultation with DWER, the basin chain arrangement proposed by the LWMS is to be modified to incorporate the use of a vegetated systems, particularly adjacent wetland systems.

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		Table 3 The requirement for ATUs is noted, it is further recommended that secondary treatment units with nutrient removal be specified. The LWMS has not detail of local flood risks. The Busselton regional flood study suggests a 1% AEP flood level of 1.65m AHD, noting this has not consider sea level rise. However, the land here is at approx. 5 mAHD and as such a vertical separation is already adequately achieved. **Page 8 – Section 3.3** It is stated that "Future lot owners will need to install rainwater tanks", is this a mandatory requirement? If so why is this not mentioned in Section 5.3.1? "The following is noted and supported ""The tanks have not been incorporated into the development's stormwater modelling.""" The statement that "there is limited information available regarding the allocation of the superficial aquifer" is incorrect and this resources is fully allocated. As shown on the Water Register. Groundwater licence 66003 has expired, however there is a licence no.180858 associated with Lot 201 Rendezvous Rd Vasse, for 1500 kL/annum.	**Table 3** The requirement for secondary treatment units with nutrient removal is supported. **Section 3.3** Water Supply to be provided in future development and will be required at subdivision stage. The LWMS reference to installation of rainwater tanks is to reduce the use of mains water for irrigation and other outdoor use. This will be at the discretion of the future land owner. The DoW have further advised that, as water tanks are not mandatory, the modelling is not required to be updated. The comments regarding the water licencing are noted. It is considered that clarification that the superficial aquifer is fully allocated and that dust suppression would require licencing is to be provide in the LWMS.	

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		The statement that "Depending on the period of construction this license may be used for dust suppression" is invalid. The existing licenses are for stock and domestic use and the South West Groundwater Allocation Plan Policy 4.5.2 states "Where a licence is required for domestic, stock and garden use in semi-rural and rural areas and scheme water is not available, a maximum of 1500kL/yr entitlement applies." Dust suppression is not an entitled use under this policy measure, and being a commercial use would require licensing noting that the resources are fully allocated. **Page 12 – Section 6** Discussion will be required with DBCA to agree a wetland buffer, and the management of this including any revegetation and/or expansion is to be detailed in the Landscaping and Revegetation Plan, and this should be developed concurrently with the Bushfire Management Plan. **Table 5** The action and responsibilities presented are related to subdivision stage not structure plan stage. **Page 13 – Section 7.2** The following statement is supported "No post development monitoring is proposed as part of this LWMS since the development is of a rural nature and poses a low risk to the receiving environment."	**Page 12 – Section 6** DBCA yet to advise **Table 5** Noted. **Page 13 – Section 7.2** Noted.	

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		Page 13 – Section 7.3 The following statement is supported "It is recommended that a UWMP is completed for the entire Structure Plan area regardless of whether subdivision occurs on a staged basis." **Page 14 – Section 7.3** Reserve management including proposed revegetation methods and species needs to be understood to support the structure plan, to ensure an appropriate wetland buffer is provided and to avoid conflict with Bushfire management plan requirements at subdivision. **Appendix E** The statement in Table 6 that "The wetlands located within the subject site are not included in this definition therefore a 100 m buffer is not required" is not supported. Significant effort was undertaken to protect and enhance the wetland/waterway systems surrounding Heron Lake structure plan as these were seen as high value assets. These are protected by reserves and as such they are classified as "other wetlands that have been identified for protection during the land planning process". **Appendix C** The stormwater management plan provides no detail of pre and post development catchments, pre and post development model parameters applied, pre and post discharge rates, and/or	**Page 13 – Section 7.3** Noted. For further consideration at subdivision stage. **Page 14 – Section 7.3** Noted. To be established as part of a foreshore management plan in consultation with DBCA. **Appendix E** Noted. See comments which relate to wetlands and DBCA. **Appendix C** Noted. The Stormwater Management Plan is to be revised as per the recommendations of DWER.	

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		detention required to ensure post development discharge rates are acceptable. There is also no detail of the City of Busselton requirements for stormwater management on lots, and whether this has been considered in post development modelling. A plan of the small, minor and major event inundation extent has not been provided. Specifically, the typical road and swale cross section indicates the outer edge of the swales will be at ground level. Will this result in any water ponding during a major event within the lots? The typical basin chain arrangement shown is not supported. This system offers no water quality treatment other than sediment control. It would be expected that a vegetated system would be adopted. There should also be details to prove that the land provided for the water quality and outlets control systems is sufficient. **General** The above comments need to be reviewed at the same time as reviewing LGA comments, if there are any conflicts in LGA and DWER comments it is expected that the consultant will mediate an agreed position.	**General** Noted	
4.	Department of Fire and Emergency Services	**Vegetation Classification** Vegetation areas 4 and 11 cannot be substantiated as Class B Woodland with the limited information and photographic evidence available.	Further evidence to be provided from the applicant to address the matters raised by DFES. This includes:	5. Further modification is required to the BMP to provide evidence to address the matters raised by DFES, which include

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		• Area 4: Photo ID 4b depicts vegetation cover that appears to exceed 30%. • Area 11: the BMP refers to post development Class B Woodland classification, associated with a vegetated drainage reserve. The BMP should be modified to include evidence consistent with AS3959. The BMP should detail specifically how the Class B Woodland classifications were derived as opposed to Class A Forest. If unsubstantiated, the vegetation classification should be revised to consider the vegetation as per AS3959, or the resultant BAL ratings may be inaccurate. **Location and Siting & Design (A1.1 & A2.1)** The BAL ratings cannot be validated, as the vegetation classification inputs require modification as per the above table. DFES notes the BMP has assumed, post development, that the entire site will be cleared and managed to a low threat state, as per AS3959. DFES recommends any commitments contained within the BMP regarding clearing of vegetation at the subdivision stage are supported by text within the structure plan to ensure all assumptions in the BMP can be achieved. **Vehicle Access (A3.4a & A3.5)**	• The vegetation classification in areas 4 and 11 as they cannot be substantiated as Class B Woodland with the limited information and photographic evidence available. • Post development Class B Woodland classification, associated with vegetated drainage reserves. Further to the above, the layout of external road connections does not allow for a perimeter road in certain areas of the site, in addition.	substantiating the vegetation classifications in areas 4 and 11 and the post development of Class B Woodland associated with vegetated drainage reserves, in accordance with AS3959.

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		The BMP has not provided an assessment regarding provision of a perimeter road, or why the proposed battle-axe access legs cannot be avoided. **Summary of comments** DFES has assessed the BMP for the proposed structure plan and has identified a number of issues that need to be addressed prior to support of the proposal. DFES is not satisfied the BMP has adequately considered how compliance with the bushfire protection criteria can be achieved at subsequent planning stages. DFES recommends amendments to the proposed Structure Plan are consistent with any future modifications to the BMP. The proposed changes include commitments to ensure that no residential lots are impacted by BAL40/FZ; and vehicular access in the form of perimeter roads and vegetation management meets the requirements of SPP 3.7 and Guidelines at all stages of the development.		
5.	ATCO GAS Australia	No objection to the proposed application. **Advice Notes** 1. Anyone proposing to carry out construction or excavation works must contact 'Dial Before You Dig' (Ph 1100) to determine the location of buried gas infrastructure. Refer to ATCO document AGA-O&M-PR24- Additional Information for Working Around Gas Infrastructure	An advice note is relevant at subdivision stage.	That the submission be noted.

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		https://www.atco.com/en-au/for-home/natural-gas/wa-gas-network/working-around-gas.html		
6.	Department of Biodiversity Conservation and Attractions.	**Wetlands** The western portion of Lot 176 contains an area mapped as a resource enhancement wetland, and the northern portions of Lots 176 and 9000 contain areas mapped as multiple use wetlands on Parks and Wildlife Service's Geomorphic Wetlands Swan Coastal Plain dataset. A review of the Geomorphic Wetlands of the Swan Coastal Plain dataset has indicated that the Lot 176 western wetland has values commensurate with a conservation category wetland (CCW), and that the wetlands within the northern portions of Lots 176 and 9000 require further evaluation to determine their wetland category. CCW are wetlands with high ecological values and are the highest priority wetlands for protection. Heron Lake is adjacent to the western boundary of Lot 176. The adjacent former Lot 27 wetland understorey vegetation had been significantly altered by past land uses and weed invasion. During the structure planning and subdivision of the adjacent former Lot 27, a wetland and buffer rehabilitation plan was prepared to protect and enhance the site's wetland environmental values. The Lots 176 and 9000 wetlands are also described in the application as lacking understorey vegetation. No wetland boundary surveys, or wetland buffer studies, have been undertaken to support the proposed structure plan layout. The	**Wetlands** Liveable Neighbourhoods recommends 30m buffer for a Resource Enhancement wetland, which starts at the edge of the mapped geomorphic boundary of the wetland. In this instance a Wetland Investigation Study has not been recommended by Department of Biodiversity Conservation and Attractions and a driveway has separated the wetland area within the existing geomorphic boundary. As the proposal is low density residential (R5), there is limited scope to expand the wetland foreshore through additional Public Open Space. Based on the above, a wetland investigation study is not considered necessary as a wetland buffer and rehabilitation plan is required to be prepared by the applicant, and is recommended to be undertaken by a modification to the Local Structure Plan.	6. A modification to Part 1 Clause 7 to include additional information of a wetland and buffer rehabilitation plan be submitted with the subdivision in consultation with Department of Biodiversity, Conservation and Attractions. 7. The Structure Plan Map being updated to show a shared path from the Pedestrian Access Way to continue around the southern boundary of the western wetland.

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		Lot 176 wetland would be hydrologically connected to the adjacent Heron Lake wetland and should also be protected and enhanced to complement the existing protected wetland area. DBCA recommends that the Lot 176 western wetland be subject to a wetland and buffer rehabilitation plan being prepared and implemented to determine appropriate wetland buffers and protect and enhance the wetland environmental values. The proposed structure plan (Able Planning and Project Management, 3 April 2022) depicts a road adjacent to the southern portion of the Lot 176 western wetland. DBCA recommends that the road be realigned to avoid the wetland vegetation. **Fauna Habitat Corridor** Western Ringtail Possums (WRP) are listed as critically endangered fauna under Western Australia's Biodiversity Conservation Act 2016 (BC Act) and the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 EPBC Act). The application refers to a limited Western Australian Peppermint tree (Agonis flecuosa) woodland canopy and concludes that WRP would be unlikely to be present. However, the Lot 176 and 9000 bushland has been mapped as containing high WRP habitat suitability and WRP animals have been found in close proximity to the proposal area.	**Fauna Habitat Corridor** Following further consultation with DBCA, the applicant has been made aware of these responsibilities with respect to Western Ringtail Possums, however it is not considered necessary to modify the structure plan documents as this is governed by separate environmental legislation.	

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		Lots 176 and 9000 contain bushland corridors within proposed Lots 101, 106, 119 and 120, and between Lot 301 to Lot 307 which connect to a central east-west bushland portion within the site. These bushland areas form fauna habitat corridor connections which should be retained to provide for fauna movement across the site. Implementation of the proposed subdivision will require the removal of vegetation that provides suitable habitat for threatened fauna. A section 40 ministerial authorisation to take or disturb threatened fauna under the Biodiversity Conservation Act 2016 should be obtained by a qualified fauna spotter, prior to clearing occurring, with a post clearing report being forwarded to DBCA. **Lot 2004 Reserve for Pedestrian Access and Drainage** Lots 102 to 105 and 301 to 303, adjoin the proposed northern Lot 2004 Reserve for Pedestrian Access and Drainage. DBCA recommends that a pedestrian access way (PAW) be provided adjacent to the southern boundary of the proposed reserve. The PAW would demarcate the boundary between the lots and the proposed reserve area, minimizing potential encroachment and disturbance within the reserve bushland by adjacent landowners.	**Lot 2004 Reserve for Pedestrian Access and Drainage** The applicant has advised that the provision of a shared path as a continuation of the Pedestrian Access Way with appropriate fencing is planned at subdivision stage around the southern boundary of the western wetland.	

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		Thank you for the opportunity to comment on this application. Please contact Tracy Teede at the Parks and Wildlife Service South West Region office on 9725 4300 or swlanduseplanning@dbca.wa.gov.au if you have any queries regarding this advice.		
7.	Department of Education	The Department notes an estimated yield of 37 residential lots is proposed with an average lot size of 2,207m2. The subject structure plan is proposed within the vicinity of Vasse Primary School. It is expected there will be minimal impact to the public primary school to accommodate the number of students yielded from the proposal. In view of the above, the Department has no objections to the proposal.	Noted.	
8.	Casey Wallace – 17 Tortoise Rise, Vasse.	With this development will come a substantial increase in traffic on both Cockatoo Loop and Tortoise rise. The layout of these roads are quite poor in several areas (as below) which already have many near misses between vehicles particularly with a passenger v's a light truck. I feel with a large increase in traffic on these roads the chances of a vehicle collision will also increase. The main areas of consent are below. 1- Intersection of Oaks Drive and Tortoise Rise. Vehicles turning off Oaks Drive onto Tortoise Rise already veer onto the wrong side of Tortoise Rise when entering the road due to the current layout of the intersection and the alignment of Tortoise Rise to Oaks drive. This is where I see most of the near misses. There is also a blind spot to see	Noted. A Transport Impact Statement will be required at subdivision stage as per the WAPC transport guidelines. In the absence of this information, from a movement network perspective the impact on Bendjar Grove is not considered to be significant. The classification of Bendjar Grove which will become a through road will have capacity for future traffic movements generated from within the Structure Plan area. The traffic impacts from development further east of the proposed Structure Plan will be further assessed by a separate planning process. As future development continues to the east, the proposed LSP provides a road reserve of 15m	

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		vehicles approaching along Oaks Dive when trying to turn off Oaks Drive onto Tortoise when approaching from a westerly direction. 2- The bend in the road on Tortoise Rise after the roundabout when entering the estate. For two cars to safely pass around this bend at the same time is quite difficult. The road with barely seem compliant here as cars are touching the curbs to allow a safe distance between vehicles. I feel like the absolute bare minimum has been allowed for in regards to the road widths into and through the estate which in my opinion is not suitable in its current layout to sustain the increased traffic flow that will come with this development.	which has capacity to be upgraded for an increase in traffic volume. This can further be assessed at the time of subdivision and a transport impact assessed as required by the WAPC transport guidelines will be required as part of orderly and proper planning. No modifications to the proposed LSP is recommended. The principle of supporting/not supporting the through connection to Bendjar Grove will be further assessed in planning report.	
9.	Richelle Searles – 42 Cockatoo Loop, Vasse.	My main concern about this proposal relates to the secondary access road planned to connect this new estate via Bendjar Grove of Heron lakes, which is currently a cul-de-sac. Residents of Heron Lake payed premium prices to buy lots in an estate that has one main access road and a small community of around 60 houses. The residents, me included, do not want additional traffic coming thru this estate! The lots were marketed as "private". In addition, there are young families with children living in this estate who ride bicycles and play around these roads, and as they should be able to, as they paid a lot of money to buy lots on quiet roads. If this proposed estate goes ahead, i could only support it if the access road to Bendjar Grove is not included. Additional traffic is noisy, polluting, and has impacts on the environment. Lots 8002 (43 cockatoo lp) and 2013 (alongside tortoise rise &	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8. The Wetlands will be maintained within a Local Planning Scheme reservations. The keeping of pets will be further regulated by Ranger services and are not a direct consideration for this structure plan decision.	

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		cockatoo lp) are nature reserves, where there are many bird species living. These birds have included Herons, ducks, wrens, honey eaters, wag tails, etc. Additionally, there are snakes and other small species that depend on their living environment staying as it is. The addition of traffic and new houses will impact the local nature environment here from risk of being ran over, noise, and litter. Please do not put the road through. It is a risk to human and animal safety. Additionally, I would ask that if the housing estate goes in, that the lots adjoining the Heron lake (Lot 8002 /43 cockatoo loop) itself are larger, and fewer. The reason is that the current Heron lake maintains quite a natural feel to it, and increases in houses behind the estate increase noise, and fencing and houses change the feel of the estate to a more suburban and concrete look. We have bought a house here to look onto nature, not to look at more Concrete, rooves and colorbond fences. Even if large lots do go ahead i would like it if there is a restriction placed on cat ownership please. Recently, I have already spotted roaming cats in the area stalking small birds such as wrens. The existing nature and species are already under pressure from this. Please do not allow cats in the new residences, or if you do, please introduce laws that they be kept indoors. Overall, I ask that there are less lots to adjoin Heron lake, and that the Bendjar grove road is NOT used for access to the new estate, and remains a cul-de-sac as the owners of these lots expected when they purchased here.		

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		Help keep children and other species safe. Be fair to local residents please.		
10	Peter Bourne – 12 Bendjar Close	The decision to purchase and invest in property in the Heron Lake area was based on it being a 'spacious' residential development without the density of other local developments. At the time of purchase we invested a higher price to secure this and I do not want this compromised. Additionally the natural surrounds and mature tree line on the eastern boundary of our property was the main motivator to purchase this block - I would request that this tree line of mature trees adjoining 12 Bendjar and LOT 176 be retained in the development as a nature strip. I would also request that the development have large bock sizes in keeping with the original Heron Lake proposal. Will Bendjar Close become a main access road? It was not anticipated that high traffic volumes would be using this road in our decision to invest in this area. Sincerely Peter Bourne	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8. Based on the tree survey provided by the applicant, the trees which adjoin Lot 12 will be within a "development exclusion zone" designated by the Structure Plan and be maintained in private ownership. Overall in the Structure Plan area, the R5 blocks, being larger in size, allow for vegetation retention as blocks are developed and houses constructed. There will be removal of vegetation following subdivision approval to allow for road connections and the grade and stabilising of future lots, however there is also further opportunity to retain trees within the verge of the road proposed to be connected with Bendjar Grove.	
11	Brad Baggetta – 9 Bendjar Grove	A major concern of mine is how much traffic Bendjar grove is going to receive. We already have a issue with sharp blind corners at the start of Bendjar Grove, I believe these roads are not designed for the proposed traffic. Every house in this new estate will end up using Bendjar as it offers the path of least resistance and is the most direct route for most occasions. There has been a number of close calls with car v car and also car v children. If this estate goes ahead and I truly hope it doesn't Bendjar grove needs to be shut off in the construction phase with access	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8. In relation to vegetation retention the assessment is above in regard to Submission 10. The requirements to manage dust and vibration during construction and development will be further considered at subdivision stage and by relevant environmental regulations administered by State agencies. The Structure Plan itself does	

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		from Rendezvous road only and upgrades to Heron Lake entrance road and associated blind corners near Bendjar / cockatoo loop before opening up. I also have concerns with sewage being adjacent to lot 101 and weather this will affect me. Aesthetics is another concern as I see it looks like you will be bulldozing all the beautiful trees, why not keep them and work around them. With all this there is also the question, does this all devalue what we have bought into? there seems to be no benefit to the existing residents here at all. Structurally I believe my property is going to take a hit with all the dust, vibrations, noise. How are you going to address this and if I have structural issue, who is going to pay for damages/rectification works?	not provide any direct permission for site works associated with land development.	
12	Tania Hobson – 4 Bendjar Grove, Vasse	I cannot understand why this thoroughfare is necessary and cannot understand why there is no other alternative access points that can be identified along a road as long as Rendezvous Road. Surely there is a safer alternative that would be less concerning for existing home owners. A major concern of mine is how much traffic Bendjar grove is going to receive. Bendjar Grove has sharp blind corners at the entrance from Cockatoo Loop, the road is not designed for the volume of traffic the new estate will bring. Most houses in this proposed new estate will end up using Bendjar as it offers the path of least resistance and is the most direct route out of the proposed estate.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		A major concern is the sweeping bend on the entry road to Heron Lake Private Estate (Tortoise Rise from Oaks Drive). Our children ride/walk/scoot this road daily. It is already dangerous with the current traffic load alone. I have personally seen a child that has been struck by a car on a scooter on this entrance. Almost every truck or car (unfamiliar with the area or not) cuts across and causes vehicles exiting the estate to need to stop or drive off the road. As mentioned, I have personally been involved in and witnessed too many close calls between children and local traffic due to the increased volume of trades within Heron Lake Private Estate currently. All of the roads in the whole of our estate are extremely narrow and have a lot of blind bends. There are no street parking options as the area is definitely not designed or planned for a thoroughfare. If Bendjar Grove is planned to remain as it is, in a cul-desac rounded shape, I am concerned it poses a problem and will attract anti-social/reckless driving behaviour. The plans indicate that all of the beautiful trees would be removed at the end of Bendjar Grove, why not keep them and work around them, all of the existing trees at the end of the cul-de-sac should have to remain untouched. We have a lot of beautiful wildlife that live within these trees, in the Bendjar Grove area and the Lake surroundings. Their homes will be destroyed and the wildlife will disappear. We love this area and		

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		chose it with the wildlife and quiet cul-de-sac in mind, my children love the birds and kangaroos that live in these areas. It is such a shame no consideration seems to have been given to this. At the very, very least, if this estate goes ahead, which I sincerely hope it doesn't, there is no question Bendjar Grove needs to be shut off for the duration of the construction phase with access from Rendezvous Road only and upgrades to Heron Lake entrance road and associated blind corners near Bendjar / Cockatoo Loop before opening up.		
13	Matthew Peschel – 22 Tortoise Rise, Vasse	A major concern of mine is how much traffic Bendjar grove is going to receive. We already have a issue with sharp blind corners at the start of Bendjar Grove, I believe these roads are not designed for the proposed traffic. Every house in this new estate will end up using Bendjar as it offers the path of least resistance and is the most direct route for most occasions. There has been a number of close calls with car v car and also car v children Along Tortoise Rise as well as roads are narrow. If this estate goes ahead and I truly hope it doesn't Bendjar grove needs to be shut off in the construction phase with access from Rendezvous road only and upgrades to Heron Lake entrance road and associated blind corners near Bendjar / cockatoo loop before opening up. Aesthetics is another concern as I see it looks like you will be bulldozing all the beautiful trees, why not keep them and work around them. With all this	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		there is also the question, does this all DEVALUE what we have bought into? AS I WAS SOLD A PROMISE ITS A PRIVATE ESTATE WITH ONE WAY IN ONE WAY OUT there seems to be no benefit to the existing residents here at all. Structurally I believe my property is going to take a hit with all the dust, vibrations, noise. How are you going to address this and if I have structural issues? Hope there's a win for everybody in this new world of 2022		
14	Jessica Notte – 68 Cockatoo Loop	Heron Lakes is a private estate and we bought here specifically due to the minimal traffic and the fact the estate has no-through roads. Not only do we not have our own sign at the front of our estate to make a through road would make it apart of Vasse Newtown, which I believe Heron Lakes should remain its own private estate, for several reasons.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
15	Simon Whitehouse – 18 Cockatoo Loop	Mainly concerned with the extra traffic relating to the extension of Bendjar Grove. Heron Lake Estate Entry / Exit via Tortise Rise and the blind corner on Cockatoo Loop, are both locations that can be congested for vehicles, and an obstacle for larger vehicles (e.g. tucks). Vehicle access for construction will need to be ensured it utilises Rendezvous Road. With the increase in traffic for the are, is there anything that can be done regarding the Tortise Rise Entry to Heron Lake Estate to make it safer. When there are vehicles exiting and entering the estate at the same time, the 'Dog-Leg' entry makes the road very narrow for two vehicles. Can the road entry point be widened to provide a better and safer entry / exit.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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16	Gillian Neville – 12 Tortoise Rise, Vasse	I am a property owner and reside on Heron Lake Estate and would be horrified if Bendjar grove was opened up as this cul de sac is a quiet sanctuary for local families to gather safely. You will damage our quality of life irreversibly, let alone the habitat of birds and other established native flora and fauna. The estate has enough traffic on it as it is, with roads that are too narrow to service the existing houses within this estate. We do not need it to become a thoroughfare when access off rendezvous road is a perfectly acceptable and sustainable alternative. Why are planners so opposed to keeping cul de sacs? Indeed there have been some near misses around cockatoo loop and into Bendjar given the poor visibility this area presents to road users so to increase traffic flow with this proposal is a stupid and unsafe move. As there are no street parking options in this estate this is also a major issue for the increased traffic volume this unnecessary thoroughfare would bring. Plus the increased dust, air pollution, noise and vibrations this thoroughfare would result in - who will compensate us for any damage arising from these issues? This proposal will also devalue the properties in this quiet sanctuary so there is absolutely NO benefit to the existing residents here at all.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8. In relation to dust and vibration management the assessment is above in regard to Submission 10.	
17	Jonathan Chipchase – 12 Tortoise Rise.	I am a property owner and live on Tortoise Rise in Heron Lake Estate. I would be strongly opposed to the planned development near Bendjar Grove as this is clearly a quiet sanctuary for local families to gather safely. It will have a significant impact on	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8. In relation to dust and vibration management the assessment is above in regard to Submission 10.	

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		our quality of life the habitat of birds and other established native flora and fauna. The estate has enough traffic on it as it is, with roads that are too narrow to service the existing houses within this estate. We do not need it to become a thoroughfare when access off Rendezvous Road is a perfectly acceptable and sustainable alternative. As there are no street parking options in this estate this is also a major issue for the increased traffic volume this unnecessary thoroughfare would bring. Plus the increased dust, air pollution, noise and vibrations this thoroughfare would result in – who will compensate us for any damage arising from these issues? This proposal will also devalue the properties in this quiet sanctuary so there is absolutely NO benefit to the existing residents here at all.		
18	Justin Grasso – 56 Cockatoo Loop, Vasse	As stated, the greatest concern is the Heron Private Estate losing it's 'Private Estate' identity by becoming a thoroughfare to access adjoining proposed estates. This will increase road traffic and increase number of non-local persons accessing the estate. Private estates are developed by private developers where there are no public housing allocations and are favoured by owner-occupiers looking to build their own homes. Private Estates require residents to adhere to particular design guidelines, these often relate to the look of a home and also dictate the sustainability and conservation principles that builders must follow as well. For us homeowners, this is a huge benefit,	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		as it makes for a more cohesive and attractive neighbourhood setting. Private estates such as Heron Lake are often well-regarded for invoking a sense of civic pride – residents take good care of their homes and great care is often taken to plan and maintain public spaces. Heron Lake Estate is unique in that all families over time have become to know one another and that includes our children who spend considerable time moving about the estate playing at each other houses and within the beautiful landscape areas of the estate. This is a safe and respected estate, hence giving parents the confidence in allowing our children to mingle with their mates and not being locked up inside. If there is increased traffic, this will become unsafe, particularly for those residents in Bendjar Grove who harness the privilege of living in a cul-de-sac. Residents of Heron Lake Estate invested in living in this estate because of the fact it was advertised as a Private Estate with the benefits of a private estate, it's location, it's aesthetics, immersion with nature and the larger family blocks. The issue is predominately with the opening up of Bendjar Grove. Would it not be possible to provide an access road to the new estate from Kathleen Cres in Vasse Newtown and designed similarly to the access road that serves Heron Lake Estate from Oakes Drive. This would maintain the expectations of residents in Heron Lake but provides ease of access from the new estate directly through Vasse Newtown. Some creativity would make this work.		

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		Let's please work together for a solution that benefits all stakeholders regarding this matter.		
19	Rodney Gibson – 3 Bendjar Grove, Vasse	To whom it may concern. I hoping this survey does get looked at and my family views are taken into consideration, and not just a box to tick for the developer. My main concern is the increase traffic flow through bendjar grove, cockatoo loop and onto tortoise rise, Especially with narrow roads 3 really tight bends a blind corner are only adequate for local traffic. The housing setback on bendjar grove and cockatoo loop is only 3 meters to footpath making this unsafe for children, when cars are cutting through from rendezvous rd which they will, offering the shortest route to vasse shopping area. I hope there is other alternatives to opening up bendjar grove, if not may be obstacles (speed bump's) to deter people looking for the shorter route. Thank you Regards Rodney gibson.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
20	Scott Hughes – 36 Cockatoo Loop	This will add more traffic to the private estate we all paid good money for to keep secluded. "Heron Lake Private Estate" Not Heron Lake Street. The whole point of building here is to have a nice quiet neighbourhood to raise our family and children. The new entrance will devalue our home price. Crime will rise and the environment will be damaged	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
21	Kiah Bourne – 12 Bendjar Grove, Vasse	We do not wish the access point for the new development to be via Bendjar Grove. We are building at the end of this street and when we purchased the land, it was not gazetted as a thoroughfare.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		Bendjar Grove is unsuitable as a thoroughfare as it is a small street and has been established as a quiet culdesac. We purchased our block with that and have paid the value of the block due its appeal which will be severely undermined if it is utilised as an access road to a new estate. There are other more viable access points to the estate that have better capacity		
22	Annette and Steve Kontogeorgis	This area is full of residents with young families and the streets are very often full of them playing as it is so safe, private and quiet. We bought in here (at a premium) for this very reason. The current road structure and widths are of major concern of mine. I don't believe they have the capacity to safely manage the increase in traffic flow that this proposal will create. There are already sharp blind corners at the start of Bendjar Grove and through Cockatoo Loop, where if you are not travelling at 20-30kms per hour are an accident risk for both traffic and pedestrians, especially children who rightly or wrongly currently feel it safe enough to play on. I have a firm belief that the roads within the Estate are simply not designed for the proposed traffic. There are other alternate access routes to the new estate without accessing through Heron Lake. Bendjar Grove should remain a cul-de-sac with the new proposed estate to have access from Rendezvous Road only. I would suggest that upgrades to Heron Lake entrance road and associated blind corners near Bendjar/Cockatoo loop are needed well before considering using this estate as a throughfare now	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		or ever. Opening up this estate will only serve to destroy the private, safe feel of Heron Lake, bulldozing of tree's putting wildlife at risk and it won't add value or convenience to the proposed new estate. There is absolutely no benefit to the current residents of Heron Lake or future residents of new estate to have an thoroughfare through Bendjar Grove. I would have to ask the developers, what are the positive outcomes to anyone for creating the route Bendjar, into Heron Lake and forcing additional traffic through not only Heron Lake but the small Vasse community with traffic entering on Oaks Drive and having nowhere else to go but through a high density residential area, versus routing traffic via Rendevous Road that is already adequately designed to cope with any additional traffic flow?		
23	Peter Byrne – 58 Cockatoo Loop	We are in a closed residential estate of which I'd say was designed for the existing lots and not designed as a thoroughfare to this planned subdivision. When you leave Oaks Drive and enter Tortoise Rise the road definitely decreases in width and tight corners around Cockatoo Loop will make it a dangerous route for all who will use it. To me it would make a lot more sense to enter and exit this planned estate to be via Rendezvous Rd which is designed for extra traffic. This would make the planned estate more private and attractive to buyers just like Heron Lake was designed.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
24	Hannah Smith – 36 Cockatoo Loop Vasse	We specifically brought our block in Heron Lake (at a premium) because of the small estate is secluded. Children often play in the street, which I wish my own child can do when she's a bit older,	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		we have our own sense of community in the estate. I feel as though we have been cheated out of what we wanted in a home, street and community by this new road.		
25	Neil Beckwith - 38 Cockatoo Loop, Vasse	Object to the opening of Bendjar Grove to through traffic. Existing streets in Heron Lake estate are unsuitable for increased traffic flow. Access to the new subdivision should be restricted to via Rendezvous Road. Existing trees to the east of Heron lake and the end of Bendjar Grove need to be preserved as they provide separation from the new subdivision and are the habitat of many bird species. Provision of further public open space in the area east of Heron Lake rather that housing lots would facilitate this.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
26	Philipa Mooney – 28 Cockatoo Loop, Vasse	I feel that opening up Bendjar Street as per the submission will have a detrimental affect on Herron Lake private estate. I feel that the roads will not handle the increased traffic and the wild life in the area will most certainly be affected. Please reconsider and this estate could have access via Rendezvous Road Many thanks Robert and Pippa Mooney.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
27	Isobelle MacAulay – 38 Cockatoo Loop, Vasse	I strongly oppose the proposed new development having an access / through road via Bendjar to Heron Lake. I do support further housing development, so that others can enjoy the wonderful surroundings we have; but NOT at the expense of the wildlife reserves, mature trees that are breeding territory for many birds (Heron, Straw neck Ibis , white Ibis to name a few).	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8. In relation to vegetation retention the assessment is above in regard to Submission 10.	

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		Also not at the expense of the wonderful community formed in Heron lake, where children play freely in our narrow streets and cul-de-sacs Heron Lake has a one way in & one way out, which I believe has contributed to the community feel of our area, and neighbours have formed tight networks and look out for each other. A village like atmosphere which would be ruined by through roads that turn it into just another thorough- fare. The new development could also benefit from having planning infrastructure that supports such a community environment (as Heron Lake) by having access only via Rendezvous road. We have 3 wetland reserves in our area which would be disrupted by any increase in traffic. Not just the bird breeding trees & wetland , but this ground is home to numerous frogs and native wildlife. I strongly urge that no more mature trees are removed or negatively impacted by any future development and for that reason, I believe the proposed lots beside the Heron Lake are removed or reduced in size, to be further back from the breeding / wildlife reserves. In summary: I strongly oppose any through road at Bendjar between Heron Lake and the new estate, as it would: * Put the lives of children at risk from increased traffic and potential potential hoon drivers using it as a 'shortcut between rendezvous Rd and the highway		

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		*negatively impact the wildlife reserves and bird breeding areas *negatively affect the community that has formed in heron lakes, partly by nature of being a one road in & out community * it would create a potential pathway for short-cut drivers going between rendezvous road and the bypass; thus, in turn affecting the many hundreds of residents of Newtown Vasse Development. Having the proposed new development as an access via Rendezvous road ONLY; preserving all mature trees near the lake (and maybe creating more reserve areas), and restricting any lots by the lake (or reducing size so they are further back from native areas) would avoid all the negative impacts mentioned. And also would provide the opportunity for occupants of the proposed development to form their own safe community, among the wonderful habitat we have left! So please NO ACCESS VIA BENDJAR & preserve our trees, wildlife and community. Thank you Isobelle		
28	Andrea Wilson – 48 Cockatoo Loop Vasse	We brought into Heron Lake Private Estate because it was a private estate. It is a family area and a safe area for children to play in the streets. The roads are narrow and there are some blind spots around corners. If Bendjar Grove is extended beyond the current cul de sac layout, it will no long be safe for those children in that street with an increase in traffic. The roads were not designed efficiently for through road traffic. We would be very disappointed if it were no longer a private	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		estate as I feel the community that we have now would be lost.		
29	Andrew Mahoney – 32 Cockatoo Loop, Vasse	I am concerned at the increase in traffic through Bendjar Grove. There is already a sharp bend on Cockatoo Loop just before Bendjar Grove and this is difficult to negotiate passing vehicles. I have had a number of near misses not just with local traffic but with trucks and trades vehicles. We purchased our block in this so called "private estate" under the pretence that it would be one entrance in and out? By opening up through to Rendevous Rd we believe that it opens up access to the rest of Vasse Newtown to use this as a thoroughfare to get to the waste facility. This increase in traffic devalues the area that we have bought into, and means an increased risk of accidents to vehicles and pedestrians.	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
30	David McTaminey – 7 Bendjar Grove, Vasse	As a resident of Bendjar Grove in Heron Lake estate, I am opposed to the opening up of Bendjar Grove through to the new estate. The increased traffic flow will reduce the peace & tranquility of not only Bendjar Grove, but also for residents along Cockatoo Loop and beyond. The value of my property will decrease as it is no longer in a cul de sac. If an additional access/exit is required for fire & emergencies, why can that not be an additional point on Rendevous Road? Under no circumstances should Bendjar Grove cease being a cul de sac. Any and all vehicles, plant & machinery, associated with the construction of the estate & subsequent housing, should access the new estate only via Rendevous Road. Some	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

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		residents park their vehicles permanently on the roadside of Bendjar Grove and easy access will most likely not be available anyway.		
31	Michael Ponsford – 1 Bendjar Grove, Vasse	As owner/occupiers of the property at the intersection of Bendjar and Cockatoo my wife and I would like to register our strong objection to Bendjar becoming a through road to Norfolk farm estate and subsequent subdivisions. We were led to believe we were purchasing a property in an exclusive PRIVATE estate. Bendjar grove is a minor street unsuitable for the extra traffic it would carry and the noise associated with it. After speaking with the other residents of Bendjar grove we all have the same concerns and expect this street to be no more than a gated fire access connection to future subdivisions. Yours sincerely Michael and Rosemary Ponsford	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	
32	John & Beverley Zabaznow - 550 Rendezvous Road, Vasse	RE: LOTS 176, 201 & 9000 RENDEZVOUS ROAD VASSE STRUCTURE PLAN We (John & Beverley Zabaznow) are the current owners of Lot 178 Rendezvous Road. Our property has a boundary with Lot 9000 Rendezvous Road as well ascurrently backs onto the Vasse Newtown subdivision. We support the proposed sub-division of the blocks at 176, 201 and9000 Rendezvous Road as this is within the keeping of the local area's development of the land into residential properties. Under the previous Vasse East Amendments for the rezoning of our block (Lot 178 Rendezvous Road) the Concept Plan for the Vasse East Public Open Space consisted of a very large parcel of our land at the rear and west of the property to	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

Attachment M - Schedule of Submissions DP19/0004
PROPOSAL: Local (Standard) Structure Plan – LOT 176, 201 and 9000 Redezvous Road
VASSE WA 6280
SUBMISSIONS CLOSE: 15 Jun 2022
OFFICER: David Sands

		bedeemed as Public Open Space. Under the Road Hierarchy map for the proposed subdivision of Lots 176, 201 and 9000 Rendezvous Road, they have also included nearly 50% of our land as public open space. Our future plan for when our property is subject to a structure plan along with the neighbouring property Lot 1445, we had planned to excise the backportion from the wetland area through to the Vasse Newtown sub-division boundary as our "retirement home area." The parcel of land has a very large portion of land which is cleared pasture land with pockets of natural bushland leading into the wetland lake area. Our future plan was to continue to protect the wetlands and conserve the bushland and manage future pests (i.e., rabbits) as well as removing the Arum Lily infestation. We have been able to reduce all of this in the last couple of years with maintaining the vermin under control and reducing the Arum Lily with regular mowing to decrease the re-growth. We have avoided using sprays so as to keep a healthy environment for the eco-system. Whilst we acknowledge that both of these map's state as proposed public open space, we feel that the general public when purchasing land nearby will have false information and this is only a concept plan at this time and not the formalized by a future structure plan. We would like this to be noted and if possible, to re-view information. The particular area backing onto Vasse Newtown is very high ground and as can be seen by the aerial photo and		

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		the concept plan is mainly cleared of vegetation and very habitable land.		
33	James and Dawn Philips – 5 Bendjar Grove, Vasse	We Object to the proposed road connecting Bendjar Grove to the New Norfolk Farm development for the following reasons: - Unsuitable roadways- The roadways throughout Heron Lake are narrow with blind bends and bottlenecks that are not suitable as a throughway to the new Norfolk Farm development and the additional developments in the future as noted on the plan. The surface drains at Bendjar Grove are susceptible to flooding causing hazardous driving conditions (see attached photo) The Heron Lake Private Estate is a secluded residential area that is an idyllic place for humans, Flora, and Fauna to coexist. A Haven for wildlife with protective home and movement corridors for wildlife to access the lake. (The proposed roadway will cut through one of these corridors). We regularly see Kangaroos, Long Neck Turtles, Skinks, frogs, Butterflies, Bees, Waterfowl, and Native Birds. (See attached photos) Increased traffic flow will impact the quality of life of all the residents of Heron Lake due to the additional noise and pollution from vehicles. The safety of our Grandchildren and the resident's children will be impacted severely a once-safe place to play and meet will be compromised. Non-residents will have easy access and egress increasing the potential for opportunistic crime. Heron Lake was marketed as a Private Estate and the Bendjar Grove lots were sold at a premium price due to their location in a quiet Bushland Cul de sac a thoroughfare that may	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8.	

Attachment M - Schedule of Submissions DP19/0004
PROPOSAL: Local (Standard) Structure Plan – LOT 176, 201 and 9000 Redezvous Road
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		impact the future value of our property. (See Attached Marketing Site Plan) We strongly believe that the new development does not require additional access through Heron Lake. It can be accessed solely via Rendezvous Road. Kind Regards James, and Dawn Phillips. Please kindly confirm the receipt of this document and attachments		
34	Geoffrey Badart – 15 Temby Avenue, Kalamunda	I present my absolute objections to the above draft proposal for the following reasons: We purchased our house in Heron Lake specifically because of the small and quiet location with low density traffic as a key element of choice for our new home location. The proposal with current access along Cockatoo Loop and Bendjar Grove will severely diminish that quiet and safe neighbourhood. These roads will be used as a main thoroughfare road unless "forced use of alternative category of "Local Distributor" type roads" are provided prior to land development and subsequent land sales to the public. The access proposed is the minimal approach suggested by developers which in my opinion is unacceptable, especially with the returns on investment they will make from the proposed development. Access roads along Rendezvous Road and even entering from the Busselton Bypass road should be mandatory before this development begins. Failure to do so will allow Cockatoo Loop and Bendjar Grove to become the default main entry points to the proposed area	Noted. In relation to the Bendjar Grove through connection the assessment as above in regard to Submission 8. The principle aims of Liveable Neighbourhoods are noted and underpin the assessment of the Structure Plan. The principles provided in Liveable Neighbourhoods are further considered in the assessment of the planning report.	

Attachment M - Schedule of Submissions DP19/0004
PROPOSAL: Local (Standard) Structure Plan – LOT 176, 201 and 9000 Redezvous Road
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		adjacent to the cul-de-sac at Bendjar Grove and this is unacceptable. Further, I believe that this development as proposed with the current road access points, which are insufficient, is in contradiction to the aims and goals of the "LIVEABLE NEIGHBOURHOOD" policy as adopted by the West Australian Planning Commission. I have copied in below the portion used in the "Structure Plan Report" by the City of Busselton for this proposal. My reasons are given in red ink [have used italics] in the below extract. LIVEABLE NEIGHBOURHOODS (2009) Liveable Neighbourhoods is an operational policy adopted by the WAPC for the design, assessment and approval of urban development. This operates as a development control policy, or code to facilitate the development of sustainable communities. Amongst the principal aims of the Liveable Neighbourhoods adopted by the WAPC are: " 1. To provide for an urban structure of walkable neighbourhoods clustering to form towns of compatibility mixed uses in order to reduce car dependence for access to employment, retail and community facility . *Car dependence and traffic volume will not decrease due to Cockatoo Loop and Bendjar Grove as currently located being the key access roads to the shopping zone at the main bypass where Coles and MacDonald's and other*		

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		shops are located . This will increase the volume and density of traffic of these two roads for both residents living along Cockatoo Loop and Bendjar Grove as well as those who may live in the new development. Alternative access must be provided BEFORE these two roads, Cockatoo Loop and Banjar Grove become the main entry roads by default due to lack of higher class access roads such as an "INTEGRATOR B being used instead of Bendjar Grove. 3. To foster a sense of community and strong local identity and sense of place in neighbourhoods and towns . *It is very unlikely that a strong sense of community will be developed between residents of Heron Lake and the proposed area when access roads will severely diminish the experience of neighbourhoods with traffic and road safety issues expanding due to insufficient and well thought out traffic flow through them.* 4. To provide for access generally by way of an interconnected network of streets which facilitate safe, efficient and pleasant walking, cycling and driving. *Because Cockatoo Loop and Bendjar Grove will be the default main thoroughfare, especially as they will form the shortest path to Coles and the shopping area for all residents and construction traffic, this is NOT consistent with the goals of point 4 that state "safe, efficient and pleasant walking and cycling".*		

Attachment M - Schedule of Submissions DP19/0004
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		5. To ensure active street-land use interfaces, with building frontages to streets to improve personal safety through increased surveillance and activity. 8. To provide a variety of lot sizes and housing types to cater for the diverse housing needs of the community at a density that can ultimately support the provision of local services. 10. To provide for a more integrated approach to the design of open space and water management. Structure Plan – Lots 176, 201 and 9000 Rendezvous Road, Vasse 29 11. To ensure cost-effective and resource efficient development to promote affordable housing. 12. To maximise land efficiency wherever possible." *The proposed structure plan maintains the principal structural elements embodied by the above aims, including those that guide movement network and general lot configuration. Much of the design is focussed on achieving principal aim 8 of the Liveable Neighbourhoods, that being to provide a variety of lot sizes and housing types to cater for the diverse housing needs of the community. However, none of this design effort has been at the expense of upholding the other equally important principal aims of the Liveable Neighbourhoods.* This last paragraph of the above plan that I have underlined is pure opinion. It does not recognise the natural behaviour of humans who will seek out		

Attachment M - Schedule of Submissions DP19/0004
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		the shortest and quickest routes to and from their intended shopping areas. This is a key argument of mine as offered for point 4 above. The flow of traffic will increase the risk of accidents, congestion and reduce the safety of the area. As children already play an active part of the community and often cross the roads and pathway at Heron Lake, increased traffic flow increases the risk of accidents., especially on small roads. I also object to the proposal because it will diminish the overall experience of this area. We chose to move here from Kalamunda to experience a quiet and low traffic environment around our house. On such a small street as Cockatoo Loop with a tight right-hand bend at the end when driving toward Bendjar Grove, we can envisage traffic problems and road safety issues at this main right-hand turn. It is almost a "blind corner" road and will be at risk of increased problems with increased traffic flow on it. Cockatoo Loop is not designed for such flow and alternative road access should be mandatory for the new development. I strongly believe and feel that road access to the new proposed development should NOT be via Bendjar Grove at all. Access needs to be increased via Rendezvous Road and more "Local Distributor" class roads should be installed from the "Busselton Bypass Road" into the estate as proposed. And they should be installed before other works.		

Attachment M - Schedule of Submissions DP19/0004
PROPOSAL: Local (Standard) Structure Plan – LOT 176, 201 and 9000 Redezvous Road
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		I would also question the removal of many trees from the existing land given the high-water table in this area. Is it really wise to remove these trees in light of current "Climate Change" concerns and the resulting change in water table when trees are removed from such a table? In conclusion and in summary, I object to this proposal based on the fact that I will be diminished on Cockatoo Loop due to the increased traffic along that road by those entering and leaving the proposed development. It will increase traffic in that location which is NOT designed for it and these roads, Cockatoo Loop and Bendjar Grove will become the default main access points to and from the proposed development. This is NOT why we chose to invest a lot of money in the Heron Lake Estate and the actions of the proposed development going ahead will affect us negatively from a safety and social perspective.		

Attachment N – Schedule of Modifications

PROPOSAL: DP19/0004 – Local (Standard) Structure Plan – Lots 176, 201, 9000 Rendezvous Road, Vasse

No.	MODIFICATION	REASON
1.	A modification to Part 1 is recommended to require ATU systems to have secondary treatment units with nutrient removal.	As recommended by Department of Water and Environmental Regulation.
2.	A modification of section 3.3 of the LWMS outlining that the superficial water aquifer is fully allocated with Lot 201 Rendezvous Rd Vasse, for 1500 kL/annum and a note that water use for dust suppression would require licensing noting the above situation.	As recommended by Department of Water and Environmental Regulation.
3.	A modification to the stormwater management plan to consider post development catchments and 1 in 100 year flood levels.	As identified by Department of Water and Environmental Regulation, the Stormwater Management Plan has not included a consideration of flood events (i.e. 1 in 100 events) for post development.
4.	In consultation with DWER, the basin chain arrangement proposed by the LWMS is to be modified to incorporate the use of a vegetated systems, particularly adjacent wetland systems.	Supported by the WAPC *Better Urban Water Management Guidelines*. As recommended by Department of Water and Environmental Regulation.
5.	The BMP to be modified to provide further evidence in relation to: • The vegetation classification in areas 4 and 11 as they cannot be substantiated as Class B Woodland with the limited information and photographic evidence available. • Post development Class B Woodland classification, associated with vegetated drainage reserves.	As recommended by Department of Fire and Emergency Services.
6.	A modification to Part 1 Clause 7 to include additional information of a wetland and buffer and rehabilitation plan being submitted with the subdivision in consultation with Department of Biodiversity, Conservation and Attractions.	The applicant seeks to reduce the geomorphic boundary and subsequent buffer requirements as recommended by Liveable Neighbourhoods for a Resource Enhancement Wetland. In this instance a Wetland Investigation Study has not been recommended by Department of Biodiversity Conservation and Attractions and a driveway has

Attachment N – Schedule of Modifications

PROPOSAL: DP19/0004 – Local (Standard) Structure Plan – Lots 176, 201, 9000 Rendezvous Road, Vasse

		separated the wetland area within the existing geomorphic boundary. As the proposal is low density residential (R5), there is limited scope to expand the wetland foreshore through additional Public Open Space. Based on the above, a wetland investigation study is not considered necessary. As such this recommendation by Department of Biodiversity, Conservation and Attractions is supported.
7.	The Structure Plan Map be updated to show a shared path from the Pedestrian Access Way around the southern boundary of the western wetland to provide for improved separation between the wetland and surrounding development.	The applicant has advised that the provision of a shared path as a continuation of the Pedestrian Access Way with appropriate fencing is planned at subdivision stage around the southern boundary of the western wetland.

17.1 COUNCILLORS INFORMATION BULLETIN

STRATEGIC THEME	LEADERSHIP - A Council that connects with the community and is accountable in its decision making.
STRATEGIC PRIORITY	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
SUBJECT INDEX	Councillors' Information Bulletin
BUSINESS UNIT	Executive Services
REPORTING OFFICER	Reporting Officers - Various
AUTHORISING OFFICER	Acting Chief Executive Officer - Paul Needham
NATURE OF DECISION	Noting: The item is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A State Administrative Tribunal Reviews - Current

The officer recommendation was moved and carried.

COUNCIL DECISION

C2211/284 Moved Councillor P Carter, seconded Councillor A Ryan

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

17.1.1 Minor Donations Program – October 2022

17.1.2 Current Active Tenders

17.1.3 State Administrative Tribunal Reviews

CARRIED 8/0

EN BLOC

OFFICER RECOMMENDATION

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

17.1.1 Minor Donations Program – October 2022

17.1.2 Current Active Tenders

17.1.3 State Administrative Tribunal Reviews

EXECUTIVE SUMMARY

This report provides an overview of a range of information that is considered appropriate to be formally presented to the Council for its receipt and noting. The information is provided in order to ensure that each Councillor, and the Council, is being kept fully informed, while also acknowledging that these are matters that will also be of interest to the community.

Any matter that is raised in this report as a result of incoming correspondence is to be dealt with as normal business correspondence, but is presented in this bulletin for the information of the Council and the community.

INFORMATION BULLETIN

17.1.1 Minor Donations Program – October 2022

The Council allocates an annual budget allowance to the Minor Donations Program. This is provided such that eligible groups and individuals can apply for and receive sponsorship to assist them in the pursuit of endeavors that bring direct benefit to the broader community.

Allocation of funds is delegated to the Chief Executive Officer, in accordance with the published guidelines and funding availability.

Seven applications were approved in October 2022, totaling $3,600, as outlined below:

Recipient	Purpose	Amount
Busselton Woodturners	The Woodturners are hosting their annual weekend workshop on 19 November. The donation will assist with the cost of hiring the halls for the weekend.	$500
Paint the Cape REaD	The Paint the Cape REaD group held Barney Owl's 4th birthday at the Busselton Library, providing fun and entertainment to encourage literacy at an early age. The donation assisted with the cost of the entertainment.	$500
Rural Clinical School of WA - Busselton	The Rural Clinical School hosted a Walk for Wellbeing event for past, present and 2023 cohort Busselton based medical students to enforce the message that the contribution and wellbeing of rural clinicians is valued in our community. The donation assisted with the cost of purchasing jetty passes for the walk.	$200
Ludlow Tuart Forest Restoration Group	The Ludlow Tuart Forest Restoration Group hosted 'Spring in the Forest', the community event that showcased the improvements at the Ludlow Settlement and provided fun activities for the whole family. The donation assisted with event related expenses.	$1,000
Busselton Dunsborough Environment Centre	The Busselton Dunsborough Environment Centre are hosting 'Art Meets Nature', a free community event to design the artwork that will be used by an artist to create seats and tables out of tree stumps for the new outdoor classroom being developed at Barnard Park East. The donation will assist with event related expenses.	$500
Busselton Choral Society	The Busselton Choral Society will be performing at Songfest in Dunsborough on 13 November. This donation will assist them with the cost of having a Conductor and Instrumentalist support the group.	$300

White Ribbon Committee	The White Ribbon Committee are hosting their annual silent march by candlelight on 18 November, a free event to bring the community together and to acknowledge those who have lost their lives by and those affected by domestic violence. The donation will assist with event related expenses.	$600
	October Total	**$3,600**

17.1.2 Current Active Tenders

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

RFT 08/22 CAUSEWAY RD SHARED PATH

- *Requirements – a contractor to construct a dual use pedestrian/cycle path between Strelly St and Koorden Pl, Busselton.*
- *A request for tender was advertised on 17 September 2022 and closed on 5 October 2022.*
- 7 tenders were received and City Officers are in the process of finalising their evaluation.
- *Expenditure for the project will not exceed the CEO's delegated authority to appoint a successful tenderer.*

RFT 09/22 BPACC CIVIL AND LANDSCAPING WORKS

- *Requirements – a contractor to provide civil and landscaping services to BPACC.*
- *A request for tender was advertised on 17 September 2022 and closed on 12 October 2022.*
- 1 tender was received and City Officers are currently evaluating the submission.

RFT 10/22 CONTAMINATION INVESTIGATION SERVICES

- *Requirements – a consultant to provide contamination investigation and related services in the vicinity of Dunsborough Waste Facility.*
- *A request for tender was advertised on 17 September 2022 and closed on 18 October 2022.*
- No submissions were received.
- *Expenditure for the project will not exceed the CEO's delegated authority to appoint a successful consultant.*

RFT 12/22 NORTH JINDONG RD RECONSTRUCTION

- *Requirements – a contractor to reconstruct 1.7kms of North Jindong Road including clearing, earthworks, pavement works, sealing and line marking.*
- *A request for tender was advertised on 12 October 2022 and closed on 3 November 2022.*
- *It is anticipated that a report to Council for a decision on the tender will be presented at the 21 December 2022 Council meeting.*

17.1.3 State Administrative Tribunal Reviews

The current State Administrative Tribunal Reviews is at Attachment A.

As at 1 November 2022

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
CITY OF BUSSELTON							
Amber Cloud Pty Ltd v City of Busselton (DR 231/2021)	Lot 101 Wilyabrup Road, Wilyabrup	November 2021	Review of a decision to refuse or conditionally grant an application under a planning scheme (Single House)	Briony McGinty/Joanna Wilson	• Directions hearing on the 12 November 2021 against the decision of the City to refuse a development application. The matter is listed for Mediation on 7 February 2022. • Mediation on 7 February 2022 where it was resolved that: - Additional information would be submitted to the City by 22 March; - Mediation listed for 5 April 2022. • Mediation on 5 April 2022 where it was resolved that: - Applicant to provide amended application on or before 8 July 2022; - Mediation scheduled 22 July 2022; - Respondent (the City) to reconsider on or before 18 November 2022; - Listed for directions hearing 25 November 2022. • Mediation on 22 July 2022 where it was resolved that: - Applicant to provide an updated suite of documents on or before 12 August 2022; - By 16 September 2022 the respondent is to provide to the applicant respondent comments and any referral agency comments; - Mediation is adjourned to 20 September 2022; - Respondent to reconsider on or before 18 November2022; and - Listed for directions hearing 25 November 2022. • Mediation on 20 September 2022: - Applicant to provide an updated suite of documents on or before 4 October; - Mediation adjourned to 20 October 2022; - Respondent to reconsider on or before 18 November 2022; • Mediation listed for 20 October 2022 is vacated and relisted for 4 November 2022. The time to comply with the orders above to submit updated information is extended to 18 October 2022.	Mediation on 4 November 2022.	
Silverlodge Pty Ltd v City of Busselton (CC 1054/2022)	585 Caves Rd Marybrook	August 2022	Review of a decision under the Caravan Parks and Camping Grounds Act 1995.	Ben Whitehill/Dion Spurgeon	• Directions hearing listed for 23 September 2022 against the City reducing the number of licenced sites. • Directions hearing on 23 September 2022 was vacated and listed for a mediation on 18 October 2022. • Mediation on 18 October 2022:	Mediation on 17 November 2022	

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
					- Mediation adjourned to a further mediation on 17 November 2022.		
Happ & Anor v City of Busselton (DR 159/2022)	575 Commonage Road Quindalup	September 2022	Review of a direction by the City to stop and not recommence a development and to restore land to its state prior to the development	Briony McGinty/Bob Wallin/Andrew Watts	• Directions hearing listed for 14 October 2022. • Mediation listed for 1 November 2022 and further directions hearing on 4 November. • Mediation on 1 November referred to further mediation on 13 December 2022. D/H listed for 4 November vacated.	Mediation on 13 December 2022	
JOINT DEVELOPMENT ASSESSMENT PANEL							
Frandoco Pty Ltd v Presiding Member of the Joint Development Assessment Panel (DR49/2022)	24 Dunn Bay Road, Dunsborough	March 2022	Review of decision to refuse or conditionally grant an application under a planning scheme (Mixed Use Development)	Presiding Member of the Regional JDAP	• Mediation on 26 April 2022 where it was resolved: • Applicant to provide additional information on or before 3 May 2022; • Mediation on 10 May 2022 where it was resolved that: • The matter is listed to directions hearing on 20 May 2022, in order to program the matter to final hearing. • Directions hearing on 20 May 2022 where it was resolved that all partied are to file available dates by 25 May 2022 to list the matter to hearing. • Directions hearing on the 31 May 2022 where it was resolved: • By 10 June 2022 the respondent must file a statement of issues, facts and contentions along with a bundle of documents; • By 24 June 2022 the applicant must file a statement of issues, facts and contentions along with a bundle of documents; • By 5 August 2022 both parties must file expert witness statements; • By 15 August 2022 the respondent must file a set of appropriate conditions (draft conditions); • By 25 August 2022 the applicant must file a document outlining which conditions it objects to, including brief reason and alternative / additional conditions; • The matter is listed for a site view on 5 September 2022; • The matter is listed for a final hearing on 6 September 2022 for a duration of 3 days. • Directions hearing on 8 July 2022 to review programming of the matter, the final hearing dates have been changed to 21 November 2022 for a duration of three days. • Mediation on 7 September 2022 where it was resolved: - Applicant to provide additional information on or before 21 September 2022. • Mediation on 11 October 2022 where it was resolved:	Respondent is invited to reconsider its decision on or before 23 December 2022	

APPLICATION (Name, No. and City File Reference)	PROPERTY	DATE COMMENCED	DECISION BEING REVIEWED	RESPONSIBLE OFFICER	STAGE COMPLETED	NEXT ACTION AND DATE OF ACTION AS PER SAT ORDERS	DATE COMPLETED / CLOSED
					- Applicant to provide additional information on or before 13 October 2022; and - Listed for further mediation on 14 October 2022. • Mediation on 14 October 2022 where it was resolved: - The scheduled 21 November 2022 hearing is vacated; - For the purposes of reconsideration, the applicant is to provide an amended application as discussed at the mediation, to the respondent on or before 28 October 2022; - The respondent is invited to reconsider its decision on or before 23 December 2022. - The matter is listed to directions hearing on 20 January 2023		
WESTERN AUSTRALIAN PLANNING COMMISSION							
NIL							

ITEMS TO BE DEALT WITH BY SEPARATE RESOLUTION (WITHOUT DEBATE)

15.1 SENIOR CITIZENS GRANT AGREEMENT - AMENDMENT

STRATEGIC THEME	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing
STRATEGIC PRIORITY	2.2 Work with key partners to facilitate a safe, healthy and capable community.
SUBJECT INDEX	Senior Citizens
BUSINESS UNIT	Community Development
REPORTING OFFICER	Recreation and Community Development Coordinator - Adrian Fisher
AUTHORISING OFFICER	Director Community and Commercial Services - Naomi Searle
NATURE OF DECISION	Contractual: To enter into a contract e.g. a lease or the award of a tender etc.
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Nil

The officer recommendation was moved and carried.

COUNCIL DECISION

C2211/285 Moved Councillor J Richards, seconded Councillor P Cronin

That the Council authorises the Chief Executive Officer to amend the previously endorsed multi-year funding agreement with the Busselton Senior Citizens Centre Inc. (BSCC) (C2206/169) to the amount of $96,747.25 (indexed per annum) for the purposes of providing seniors services, to be funded from the 2022/23, 2023/24 and 2024/25 Welfare / Senior Citizens budget.

CARRIED 8/0

BY ABSOLUTE MAJORITY

OFFICER RECOMMENDATION

That the Council authorises the Chief Executive Officer to amend the previously endorsed multi-year funding agreement with the Busselton Senior Citizens Centre Inc. (BSCC) (C2206/169) to the amount of $96,747.25 (indexed per annum) for the purposes of providing seniors services, to be funded from the 2022/23, 2023/24 and 2024/25 Welfare / Senior Citizens budget.

EXECUTIVE SUMMARY

At the Ordinary Meeting held 22 June 2022 Council resolved (C2206/169) to enter into a multi-year funding agreement with the Busselton Senior Citizens Centre (BSCC) to provide senior services for the amount of $88,096 (indexed per annum) for a term of two (2) years. However, the amount and term were incorrectly stated. This report seeks to amend this to the correct amount of $96,747.25 (indexed per annum) for a term of three (3) years.

BACKGROUND

The BSCC has been heavily reliant on the City for ongoing funding to provide senior services. Following a number of annual funding allocations, at the Ordinary Meeting held 22 June 2022 Council resolved (C2206/169) the following:

That the Council:

1. *Authorises the Chief Executive Officer to enter into a multi-year funding agreement for $88,096 (indexed per annum) with the Busselton Senior Citizens Centre Inc. (BSCC) for the purpose of providing seniors services, to be funded from the draft 2022/23 and 2023/24 Welfare / Senior Citizens budgets.*

2. *Authorises the Chief Executive Officer to vary the lease entered into with BSCC dated 22nd May 2020, to reduce the BSCC's contribution to the BSCC Building Maintenance Fund from $40,000 per annum to $20,000 in 2022/23, $30,000 in 2023/24, and returning to $40,000 annually for the remainder of the lease term.*
3. *Prior to consideration of any future multi-year funding agreements, requests the Chief Executive Officer to undertake a review of the BSCC's:*
   a. *financial position on an annual basis, and*
   b. *outcomes following the completion of the City's Community Capacity Building Program.*

OFFICER COMMENT

The amount referenced in recommendation part 1 above was incorrectly stated and should total $96,747.25 (indexed per annum). The revised amount reflects the amount BSSC received in 2021/22, $90,080.25 plus 7.4% Consumer Price Indexation (CPI). The term was also incorrectly stated. The term was to align with the City's Community Capacity Building Program that BSCC is participating in so that officers can evaluate the outcomes achieved prior to making recommendations on future funding. The term therefore needs to be amended to a three (3) year period.

Officers believe there is a risk that the BSCC will continue to feel the impact of COVID-19 through their membership base, resulting in a decline in active memberships, and therefore revenue in the short term. The City's ongoing support and funding will assist BSCC's financial position.

Statutory Environment

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

Relevant Plans and Policies

The officer recommendation aligns to the *City of Busselton Community Development Plan 2022-27,* specifically to achieve the goal in the Seniors section to 'reduce social isolation for seniors – Busselton Senior Citizen Centre, Library, GLC.'

Financial Implications

The financial implications associated with the officer's recommendation of maintaining the current funding for a further three (3) years has been included in the City's Long Term Financial Plan.

Stakeholder Consultation

Officers have been working with BSCC for considerable time and regular consultation has occurred with the BSCC Board and manager in relation to their funding request and ongoing operational and strategic planning.

Risk Assessment

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

CONCLUSION

It is recommended that Council endorse the amendment of the previous incorrectly indexed funding amount of $88,096 to $96,747.25 per annum (indexed per annum) for the next three (3) years.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Officers have the information required to amend the grant agreement subject to Council consideration of the recommendation. It is anticipated that this agreement would be finalised immediately and presented to BSCC by 21 November 2022.

ITEMS FOR DEBATE

13.1 PROPOSED ABBEY SOUTH STRUCTURE PLAN AND ASSOCIATED AMENDMENT NO. 55 TO LOCAL PLANNING SCHEME NO. 21 - CONSIDERATION FOR ADOPTION

STRATEGIC THEME	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing
STRATEGIC PRIORITY	2.8 Plan for and facilitate the development of neighbourhoods that are functional, green and provide for diverse and affordable housing choices.
SUBJECT INDEX	Local Planning Scheme 21 Amendments
BUSINESS UNIT	Planning
REPORTING OFFICER	Strategic Planner - Noah Scott-McDonald
AUTHORISING OFFICER	Acting Chief Executive Officer - Paul Needham
NATURE OF DECISION	Legislative: adoption of "legislative documents" such as local laws, local planning schemes and local planning policies
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Aerial Photograph Attachment B Abbey South Structure Plan Attachment C Structure Plan Map Attachment D Amendment No. 55 Attachment E Scheme Amendment Map Attachment F Leeuwin Naturaliste Sub-regional Strategy Map

Prior to the meeting, officers foreshadowed an amendment to the recommendation. The amended recommendation was moved first and carried.

COUNCIL DECISION

C2211/286 Moved Councillor A Ryan, seconded Councillor P Cronin

That Council:

1. **Request written consent from the Western Australian Planning Commission that a Structure Plan may be prepared for Abbey South in accordance with Schedule 2, cl.15 of the Regulations.**
2. **Require the following modifications to Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 prior to advertising:**

   (a) Inserting 'Special Provision Area No. 76' to read as follows –

No	Particulars of Land	Zone	Special Provisions
SP76	**As identified on the Scheme map**	**Urban Development**	**1. A single structure plan is to be prepared for the entire Special Provision Area.** **2. In addition to the information to be included in a structure plan outlined in Clause 16 of the Deemed Provisions, the structure plan is to set out the following:** **i. A water management report that takes into consideration the land to the south and addresses all water-related matters relevant to the proposal.** **ii. Measures to manage risk from coastal inundation.**

			iii. Open space requirements. **iv. Measures to retain, manage, and enhance environmental values associated with the Special Provision Area including remnant vegetation, potential habitat for Commonwealth and State listed threatened fauna species, ecological linkages and wetlands, within 'public open space', road reserves, and/or conservation areas (as identified on the Structure Plan). Such measures are required to also address linkages and connectivity with contiguous areas of similarly important remnant vegetation on land adjoining the special provision area as well as management measures to ensure the habitat functions of these areas are maintained and, where possible, enhanced.** **v. The provision of vegetated buffers to ensure appropriate visual screening and separation of development from main roads adjoining the Special Provision Area.** **vi. Measures to provide for the safe and efficient movement of pedestrians and cyclists to, from, and within the Special Provision Area, including crossings of main roads adjoining the Special Provision Area.** **3. A Local Development Plan is to be prepared on Lots 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway to address :** **i. Location of car parking, pedestrian access and vehicular/service access areas for development where adjacent or located on Lot 402;** **ii. Amenity of the locality and surrounds; and Landscape values and visual management considerations.**

3. Subject to the modifications detailed in Part 2 above, in accordance with Section 75 of the Planning and Development Act 2005, adopt Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 (Attachment D) for advertising, for the purposes of amending the Scheme Map (Attachment E) by:

i. Replacing the 'Rural' and 'Conservation' zones over Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey with the 'Urban Development' zone; and

ii. Amending the boundary of the Landscape Value Area to align with the west, south and east boundaries of Lot 4 Caves Road, Abbey.

4. In accordance with Regulation 35 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 is a 'standard amendment' in accordance with r.34 of the Regulations as it is:

i. an amendment that is consistent with a Local Planning Strategy for the Scheme that has been endorsed by the Commission; and

ii. an amendment that does not result in any significant environment, social, economic or governance impacts on land in the scheme area.

5. Note that, as the Amendment is in the opinion of the Council consistent with Part V of the Planning and Development Act 2005 (Act) and Regulations made pursuant to the Act, upon preparation of necessary documentation, the Amendment be referred to the Environmental Protection Authority (EPA) as required by the Act, and on receipt of a response from the EPA indicating that the Amendment is not to be subject to formal environmental assessment, be advertised for a period of 42 days, in accordance with the Regulations. In the event that the EPA determines that the Amendment is to subject to formal environmental assessment, this assessment is to be prepared prior to advertising of the proposal.

6. Note that the City cannot adopt the Abbey South Structure Plan prior to the receipt of written consent from the Western Australian Planning Commission, as outlined in Part 1 above.

7. Note that subject to existing delegation, it is envisaged that the Abbey South Structure Plan will be adopted for advertising, through agreement with the applicant, with the following modifications:

i. Incorporating vegetated buffers within the Structure Plan area to ensure sufficient screening to Caves Road and Bussell Highway;

ii. Applying a range of R-Codes to Lots 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey, to accommodate an increased diversity of development opportunities;

iii. Improving permeability of Lots 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey, through the modification to the proposed network of roads / paths / reserves; and

iv. Identification of a higher order cycle path through the Structure Plan area that connects to the City's existing and planned network.

8. Prior to implementing the above, require the proponent to prepare revised amendment documents consistent with the modifications set out in the Parts above.

CARRIED 8/0

Reasons: Amendments were made to clarify the written consent required from the Western Australian Planning Commission to prepare a structure plan and ensuring proper approval processes are adhered to.

OFFICER RECOMMENDATION

That Council:

1. In pursuance of Part 4 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), adopts the Abbey South Structure Plan (Attachment B) for consultation, to be advertised concurrently with Amendment 55, as set out below.
2. Request confirmation from the Western Australian Planning Commission that a Structure Plan may be prepared for Abbey South in accordance with Schedule 2, cl.15 of the Regulations.
3. Require the following modifications to Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 prior to advertising:
    a. Inserting 'Special Provision Area No. 76' to read as follows –

No	Particulars of Land	Zone	Special Provisions
SP76	As identified on the Scheme map	Urban Development	1. A single structure plan is to be prepared for the entire Special Provision Area. 2. In addition to the information to be included in a structure plan outlined in Clause 16 of the Deemed Provisions, the structure plan is to set out the following: i. A water management report that takes into consideration the land to the south and addresses all water-related matters relevant to the proposal. ii. Measures to manage risk from coastal inundation. iii. Open space requirements. iv. Measures to retain, manage, and enhance environmental values associated with the Special Provision Area including remnant vegetation, potential habitat for Commonwealth and State listed threatened fauna species, ecological linkages and wetlands, within 'public open space', road reserves, and/or conservation areas (as identified on the Structure Plan). Such measures are required to also address linkages and connectivity with contiguous areas of similarly important remnant vegetation on land adjoining the special provision area as well as management

			measures to ensure the habitat functions of these areas are maintained and, where possible, enhanced. v. The provision of vegetated buffers to ensure appropriate visual screening and separation of development from main roads adjoining the Special Provision Area. vi. Measures to provide for the safe and efficient movement of pedestrians and cyclists to, from, and within the Special Provision Area, including crossings of main roads adjoining the Special Provision Area. 3. A Local Development Plan is to be prepared on Lots 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway to address : i. Location of car parking, pedestrian access and vehicular/service access areas for development where adjacent or located on Lot 402; ii. Amenity of the locality and surrounds; and Landscape values and visual management considerations.

4. Subject to the modifications detailed in Part 3 above, in accordance with Section 75 of the Planning and Development Act 2005, adopt Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 (Attachment D) for advertising, for the purposes of amending the Scheme Map (Attachment E) by:

    a. Replacing the 'Rural' and 'Conservation' zones over Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey with the 'Urban Development' zone; and

    b. Amending the boundary of the Landscape Value Area to align with the west, south and east boundaries of Lot 4 Caves Road, Abbey.

5. In accordance with Regulation 35 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 is a 'standard amendment' in accordance with r.34 of the Regulations as it is:

    a. an amendment that is consistent with a Local Planning Strategy for the Scheme that has been endorsed by the Commission; and

b. an amendment that does not result in any significant environment, social, economic or governance impacts on land in the scheme area.

6. Note that, as the Amendment is in the opinion of the Council consistent with Part V of the Planning and Development Act 2005 (Act) and Regulations made pursuant to the Act, upon preparation of necessary documentation, the Amendment be referred to the Environmental Protection Authority (EPA) as required by the Act, and on receipt of a response from the EPA indicating that the Amendment is not to be subject to formal environmental assessment, be advertised for a period of 42 days, in accordance with the Regulations. In the event that the EPA determines that the Amendment is to subject to formal environmental assessment, this assessment is to be prepared prior to advertising of the proposal.
7. Through agreement with the applicant, modify the Abbey South Structure Plan prior to advertising as follows:
    a. Incorporating vegetated buffers within the Structure Plan area to ensure sufficient screening to Caves Road and Bussell Highway;
    b. Applying a range of R-Codes to Lots 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey, to accommodate an increased diversity of development opportunities;
    c. Improving permeability of Lots 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey, through the modification to the proposed network of roads / paths / reserves; and
    d. Identification of a higher order cycle path through the Structure Plan area that connects to the City's existing and planned network.
8. Prior to implementing the above, require the proponent to prepare revised amendment documents consistent with the modifications set out in the Parts above.

EXECUTIVE SUMMARY

Council is requested to consider adopting for advertising the Abbey South Structure Plan (SP) and Amendment No. 55 (the Amendment) to the City of Busselton Local Planning Scheme No. 21 (LPS21), with modifications. The proposal seeks to facilitate the subdivision and development of Abbey South (the Site), a 30.5 hectare parcel of land located on the south-western side of the Caves Road and Bussell Highway intersection in Abbey (refer to Attachment A).

The proposal is consistent with the City's *Local Planning Strategy 2019*, and is broadly consistent with the *Leeuwin-Naturaliste Sub-regional Strategy 2019* (LNSS) (Western Australian Planning Commission). Modifications are proposed to reflect the intent of the *LNSS* in LPS21, and to address the matters discussed in the 'Officer Comment' section of this report.

BACKGROUND

The Site is located on the south-western side of the Caves Road and Bussell Highway intersection in Abbey. It has an area of approximately 30.5 hectares and comprises Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway. The Site is currently zoned 'Rural' and 'Conservation' under LPS21. The majority of the Site has been historically cleared of native vegetation with only pasture and scattered remnant trees remaining. The Shed Markets, Busselton Ice Supply and four existing residential dwellings are also located on the Site. The RAC Holiday Park, Amelia Park Lodge / Newtown House, and a floodway adjoin the Site.

Abbey Planning Investigation Area

The Site was identified as a Planning Investigation Area (PIA) in the City's *Local Planning Strategy 2019* (LPS) and in the *Leeuwin-Naturaliste Sub-regional Strategy 2019* (LNSS). The appropriateness of the investigation area for urban development was determined via the WAPC Planning Investigation Area assessment process, which concluded that:

> *"The Abbey PIA is well suited to more intensive forms of urban development … an opportunity exists for the Abbey PIA to respond to the looming land supply issues, and to ensure an adequate supply of affordable land, promoting a variety of housing choice remains available to the Busselton community as it continues to grow."*

In November 2021 the WAPC resolved to amend the LNSS as follows:

1. Designate the following lots as 'Urban':
    - Lot 12 on Diagram 43998
    - Lot 14 on Diagram 96590
    - Lot 15 on Diagram 96590
    - Lot 402 on Deposited Plan 252489
    - Northern portion of Lot 4 on Diagram 46285
2. Designate the following lots as 'Open Space Investigation':
    - Southern portion of Lot 4 on Diagram 46285
3. Remove the Abbey Planning Investigation Area from the Strategy Plan.
4. Require the preparation of a single structure plan over the entirety of the land identified in (1) and (2) above. In addition to the information to be included in a structure plan outlined in Clause 16 of the Deemed Provisions, the structure plan is to set out the following:
    - a water management report that takes into consideration the land to the south and addresses all water-related matters relevant to the proposal.
    - measures to manage risk from coastal inundation.
    - open space requirements.

The LNSS map is provided in Attachment F. In August 2022 the City received the proposed Amendment and SP (lodged for concurrent consideration) along with supporting technical reports from a planning consultant (Rise Urban) acting on behalf of the landowners.

Amendment No. 55

The purpose of the Amendment (Attachment D) is to enable future subdivision and development of the Abbey South precinct via the SP. The Amendment would replace the current 'Rural' and 'Conservation' zones with the 'Urban Development' zone (Attachment E), and would provide a head of power for the implementation of the SP. The 'Conservation' zone reflects the floodway and flood fringe features on the southern portion of the Site.

Abbey South Structure Plan

The SP seeks to guide the subdivision and future urban development of Abbey South. If fully implemented, it is estimated that the proposal would yield approximately 350 to 400 lots and house an estimated 800 to 950 people.

The technical reports submitted in support of the proposal comprise the following:

1. Environmental Assessment and Management Strategy (September 2022) - Emerge Associates.
2. Local Water Management Strategy (August 2022) - Emerge Associates.
3. Bushfire Management Plan (September 2022) - Emerge Associates.
4. Transport Impact Assessment (August 2022) - Stantec.
5. Servicing Report (July 2022) - Stantec.
6. Landscape Report (August 2022) - Emerge Associates.

The following section provides an overview of the key elements of the proposal. The Structure Plan map is provided in Attachment C.

Zones and Reserves

The majority of the SP is zoned residential (24.84ha), with a small local centre (0.58ha) component at lot 402 (The Shed Markets) which is intended to recognise and complement the existing land use. The remaining 4.6ha is identified as 'Recreation Reserve' for public open space (POS) and features a central 'green spine' that will provide a future vegetation linkage across the Site from North to South.

The floodway feature contained within the 'Open Space Investigation' area identified in the LNSS has been accommodated within an area of public open space. The remainder of the 'Open Space Investigation' area has been identified for residential development.

R-Codes and Lot Yield

The SP has the potential to yield approximately 350-400 dwellings at full development. An R20 code has been applied to the majority of the site, which will allow for a range of lot sizes from 350m^2 up to 900m^2 in area. Lower densities of R10 are provided for on the southern 'peninsula' adjacent to the floodway. The north-eastern corner of the features a mix of codes including R20, R30, R40 and R60. The Local Centre has been allocated a density code of R60 to allow mixed use development incorporating medium density housing.

Road Network and Access

The SP features a modified street grid layout with north-south and east-west linkages. Internal access is to be provided by a network of local roads and footpaths including a 20m wide perimeter road for bushfire separation purposes (in relevant locations). A future pedestrian / cycle connection to the Buayanyup Drain Shared Path is identified in the south-western corner of the site. It is proposed that the Site will be linked to the regional road network via Caves Road (in two locations) and Bussell Highway (in one location). This will be achieved via the following:

- A full movement 'T' intersection onto Caves Road is proposed approximately midway between Cuthbert Street and Locke Street. This intersection will serve as the primary access to the site.
- A second full movement 'T' intersection is proposed further to the east on Caves Road.
- A left in/left out intersection to Bussell Highway (south of Skiff Way).

The final configuration will subject to further planning and detailed design, and approval from Main Roads Western Australia (MRWA).

Coastal Planning

The Site is generally situated between 400m to 800m south of Geographe Bay, and the northern portion of the Site is within the 2120 coastal erosion hazard line (and recommended coastal management area) based on the City of Busselton Coastal Hazard Risk Management and Adaption Plan (CHRMAP). The CHRMAP recommends the protection of the coastline adjacent to the Site (Locke Estate, Abbey and Broadwater) and the further investigation of the management of agricultural drain outlets (namely the Buayanyup Drain). The topography of the Site generally ranges from 2m Australian Height Datum (AHD) in the southern portion of the Site to 3m AHD in the northern portion of the site. Residential lots will be designed to achieve a minimum habitable floor level of 3m AHD in order to be comply with the CHRMAP.

Floodway and Water Management

The south-western corner of the Site features a depression and floodway with an elevation of approximately 1m AHD. The floodway is categorised as a 1 in 100 annual exceedance probability (1% AEP) flood event. The 1% AEP floodway has been accommodated within public open space, while flood fringe areas would be filled to ensure the minimum floor level (based on 1% AEP flooding with development of the flood fringe) is achieved.

Water management within the Site has been designed to treat and retain the first 15 mm of stormwater within the development so that the pre-development discharge rate and volumes are not exceeded, and water quality is improved. Separation to groundwater is able to be achieved based on the proposed 3m AHD lot finished floor levels (associated with managing coastal processes). Future development will be supported by Urban Water Management Plan(s) as per the standard subdivision process.

Limited regional groundwater level information is available. Monitoring results indicate the annual winter peak groundwater level ranges between 1.19m and 1.54m below ground level. The maximum groundwater level beneath the Site likely ranges from 2.1m AHD along the eastern boundary to 1.5m AHD in the south-eastern corner of the site.

Wetlands

Four multiple use wetlands (MUWs) are located within the southern, south-western and north-eastern portions of the site. A 1% AEP floodway and flood fringe area is located within the lower south-western portion of the Site and is associated with The Broadwater and the Broadwater Nature Reserve Swamp, located approximately 100m south of the site. The Buayanyup River Main Drain is located approximately 180m west of the Site and discharges into Geographe Bay.

Acid Sulphate Soils

A ‘moderate to low’ risk of acid sulphate soils (ASS) occurring within 3m of the natural soil surface across the majority of the site. Within the southern third of the site, it is mapped as having a ‘high to moderate’ risk of ASS occurring within 3m of the natural soil surface.

Flora and Fauna

The Site has been historically cleared of native vegetation with only pasture and scattered remnant trees remaining. Accordingly the Site is considered to have overall low biodiversity value from a fauna perspective due to the lack of native vegetation within the site. The SP environmental report states that it is unlikely that the Site contains threatened or priority flora species, threatened or priority ecological communities or habitat that in its current condition provides important for conservation significant fauna species.

The Site adjoins remnant vegetation within the Caves Road reserve to the north, and areas of intact native vegetation within the Locke Nature Reserve further to the west. The management of vegetation and fauna values as part of future development of the Site must be appropriately managed through the standard subdivision process. In particular, adjoining remnant vegetation will need to be carefully considered when designing the road access to the Site from Caves Road.

Bushfire Management

The Site is designated as a bushfire prone area under the state-wide Map of Bush Fire Prone Areas prepared by the Office of Bushfire Risk Management (OBRM). A bushfire hazard level assessment for the existing vegetation indicates that the majority of the Site is subject to a 'moderate' bushfire hazard, as it is largely cleared paddocks, and this will be removed as development progresses. The SP layout accommodates required setbacks to achieve a bushfire attack level (BAL) rating of BAL-29 or less (as per State Planning Policy 3.7 Planning in Bushfire Prone Areas) to identified bushfire hazards through the proposed road network or through development cells that can accommodate in-lot setbacks. Development within the Site is not reliant on vegetation modification or management external to the site, or management within public open space areas.

Staging, Subdivision and Development

The subdivision and development of Site is to generally be in accordance with the Structure Plan. Development staging is likely to proceed southwards in an orderly manner, with the initial stages to occur at the northern end of the Site to allow for up-front connection to the existing services within the Caves Road reserve. Due to the minimal site preparation required as well as the availability of services and accessibility from the regional road network, it is estimated that the first stages of the development could feasibly be delivered in late 2024.

OFFICER COMMENT

The proposed SP and Amendment seek to facilitate and guide the subdivision and development of the Site in a manner that is consistent with the State and Local level strategic planning frameworks that apply to the Abbey South precinct, namely the City's *Local Planning Strategy 2019* and the WAPC's LNSS. The proposal has been prepared in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015 – Structure Plan Framework*.

Leeuwin Naturaliste Sub-regional Strategy

The LNSS identifies the northern portion of the Site as 'Urban' and the southern portion of the Site as 'Open Space Investigation' (Attachment F) and requires that a single structure plan be prepared for the Site. Additional Structure Planning requirements are identified in the LNSS for the Site and have been reflected in special provisions recommended for the Site (see Officer Recommendation).

The 'Open Space Investigation' area, as defined by the WAPC, identifies land that may be suitable for open space (nature/passive recreation) purposes but requires further investigation to determine its suitability and/or refine its area. Further investigation is to consider factors that may be relevant to the intended open space purpose, such as wetland buffer and flood management requirements. The final extent of land required for open space purposes is to be determined through the investigation process and informed by appropriate studies, and may be larger, smaller or the same size as the area designated as 'Open Space Investigation'.

It is noted that the officers currently have no access to the information considered by the WAPC to update the LNSS and designate the southern portion of as 'Open Space Investigation'. This information, contained within the PIA Assessment Report, has been requested and refused on the grounds of confidentiality. Accordingly, officers must attempt to evaluate the proposal, including the discrepancies between the proposal and the LNSS, without access to all of the relevant background information.

The SP and Amendment identify the 'Open Space Investigation' area as primarily 'Residential R20' (with some Recreation Reserve) and 'Urban Development' respectively. This represents a considerable change from open space (nature/passive recreation) purposes identified in the LNSS. Without access to all of the relevant background information, the justification required from the proponent regarding the extent of the 'Open Space Investigation' area is unclear. It is noted however that the City has not independently identified any strategic basis for additional open space in this location. Further, there is general acceptance by officers that a portion of the 'Open Space Investigation' area is suitable for urban development.

Local Planning Strategy

The proposal provides for primarily low density residential development, including POS, roads, and limited opportunities for Local Centre and Multiple Dwelling development. The City's LPS identifies the north-eastern corner of the Site as suitable for urban consolidation and increased housing diversity. It is noted that the City of Busselton has a shortage of dwellings in the 1-2 bedroom range. Further, the north-eastern corner of the Site is within easy walking distance of the local centre and other amenities, and has excellent potential to accommodate a greater diversity of housing types and sizes. Accordingly, Officers consider that Local Development Plans (LDP) are appropriate in order to maximise the potential development of the lots in the north-eastern corner of the Site. Each LDP must address matters including, but not limited to, the following:

- Location of car parking, pedestrian access and vehicular/service access areas for development where adjacent or located on Lot 402 (currently The Shed Markets);
- Amenity of the locality and surrounds; and
- Landscape values and visual management considerations.

Environmental Features

The entirety of the Site, and the adjoining land area, is located within the core habitat for the critically endangered Western Ringtail Possum (WRP). While the majority of the Site is cleared of habitat, the Site is does contain sections of remnant vegetation. This includes peppermint trees (of varying age and quality) that are growing primarily along the fence lines of paddocks. In some cases these trees form linkages to/from adjacent vegetated areas, such as the MRWA road reserve directly adjoining the northern edge of the Site.

Proposed new road reserves linking the Site to Caves Road may have a significant impact on the species due to fragmentation of existing habitat linkages. Fragmentation of these linkages means to create a disjuncture between patches that affects the ability of animals to move, for example habitat trees separated by more than six metres. Referral under the EPBC Act may be required due to multiple road reserves fragmenting the habitat linkage.

In light of the above Officers consider that further measures are required to retain, manage, and enhance environmental values within 'public open space', road reserves, and/or conservation areas (to be identified on the SP). Such measures are required to also address linkages and connectivity with contiguous areas of similarly important remnant vegetation on land adjoining the special provision area as well as management measures to ensure the habitat functions of these areas are maintained and, where possible, enhanced.

Major Roads

Caves Road and Bussell Highway are major roads adjoining the Site and are under the management of MRWA. The roads form significant barriers to the safe and efficient movement of pedestrians and cyclists to and from the site. This issue will continue to worsen over time given the significant additional demand that will be generated following development of the Site.
Accordingly the SP must provide sufficient detail / solutions regarding the provision of multiple safe crossings of major roads for pedestrians and cyclists.

Further, the City supports the identification of a higher order cycle network on the SP map. The internal shared path network identified in the SP should be enhanced and make connections to the City's long term network as identified in the Leeuwin-Naturaliste 2050 Cycling Strategy.

Visual Buffers

State Planning Policy 6.1 Leeuwin-Naturaliste Ridge (SPP6.1) emphasises the importance of buffers to maintain amenity and character values. Much of the Site is surrounded by remnant vegetation linkages contained within the road reserves of Caves Road and Bussell Highway which act as visual buffers. Where such buffers do not exist, or are not sufficiently wide, the SP should provide for / augment buffers to ensure appropriate visual screening and separation of development from adjoining major roads. This has been successfully implemented directly to the east of the Site at 'Cambridge' Estate.

Statutory Environment

The key statutory documents relevant to this proposal include the *Planning and Development Act 2005,* the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the relevant objectives and provisions of the City of Busselton *Local Planning Scheme No. 21*. Each is discussed below under appropriate subheadings.

Planning and Development Act 2005 **(the Act)**

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

Part 5, Division 4, section 87 (2) (b) of the Act provides that the Minister may direct the local government to modify a Scheme amendment in a manner the Minister specifies before the amendment is resubmitted for approval.

Planning and Development (Local Planning Schemes) Regulations 2015 **(the Regulations)**

The Regulations came into operational effect on 19 October 2015 and introduced deemed provisions for the preparation, advertising and approval of structure plans (which term includes precinct structure plans). Local governments are to have 'due regard' to approved structure plans when making decisions relating to subdivision and development.

The Regulations identify three different levels of amendments – basic, standard and complex. The resolution of the local government is to specify the level of the amendment and provide an explanation justifying this choice. This Amendment is considered to be a 'standard' amendment.

Part 5, Division 5 of the Regulations outlines how a decision on a Scheme amendment is to be given effect. Regulation 63 (2) provides that, within 42 days of the Minister requiring the local government to modify and amendment, the local government must modify the amendment as required, execute the modified amendment, and submit to the Minister a copy of executed documents.

Local Planning Scheme No. 21

LPS21 sets out the aims for the Scheme area, and controls, regulates and guides orderly and proper land use and development. A local planning scheme is to be read in conjunction with the Planning and Development (Local Planning Schemes) Regulations 2015.

At present LPS21 zones the majority of the SP area, including the entirety of lots 12, 402, 14 and 15 and the northern half of lot 4 as 'Rural'. The Rural zoned portion of the Structure Plan area is not affected by any special control areas or similar. The southern portion of lot 4, along with the lower lying land to the south is zoned 'Conservation'. The Amendment proposes to rezone the area to the 'Urban Development' zone; thereby providing a head of power for the SP to proceed and be determined.

Special Provision Area No. 76

Officers are proposing a modification to the Amendment as prepared by Rise Urban on behalf of Landowners. A new Special Provision Area No. 76 (SP76), as included in the 'Officer Recommendation', is proposed for the Site to reflect the intent of the LNSS in LPS21, and to address the matters discussed in the 'Officer Comment' section of this report.

Relevant Plans and Policies

The key plans and policies most relevant to the proposal include:

1. *State Planning Policy 6.1 Leeuwin-Naturaliste Ridge*
2. *Leeuwin-Naturaliste Sub-regional Strategy 2019 (LNSS)*
3. *Liveable Neighbourhoods (2009)*
4. *City of Busselton Local Planning Strategy (2019) (LPS)*
5. *State Planning Policy 3.7: Planning in Bushfire Prone Areas and Guidelines for Planning in Bushfire Prone Areas*

Each is discussed below under appropriate subheadings.

1. State Planning Policy 6.1 Leeuwin-Naturaliste Ridge

State Planning Policy 6.1 Leeuwin-Naturaliste Ridge (SPP 6.1) provides the strategic planning framework for the Leeuwin-Naturaliste Region establishing the greater vision and guidance for land use distribution. The policy promotes sustainable development, conservation and land and resource management. The Site is identified as a Wetland Amenity Area under SPP 6.1. Wetland Amenity Area Policies relevant to the proposal include:

- LUS 3.30 Rural landscape and coastal reserve buffers between Abbey and Vasse, and Dunsborough and Abbey will be maintained to avoid urban sprawl and to create distinct communities.
- LUS 3.33 The landscape separation of Abbey, Vasse and Dunsborough will be maintained.

2. Leeuwin-Naturaliste Ridge Sub-Regional Strategy 2019

The Leeuwin-Naturaliste Ridge Sub-Regional Strategy is an overarching strategic land use planning document outlining the WAPC approach to future planning and development within the City of Busselton and Shire of Augusta-Margaret River for the next 20 years. The Strategy identifies the majority of the Site as 'Urban' and the southern section of the Site as 'Open Space Investigation'. The degree to which the proposal aligns with the 'Open Space Investigation' area will be determined by the WAPC.

3. Liveable Neighbourhoods (2009)

Liveable Neighbourhoods is the primary policy for the design and assessment of structure plans and subdivision for new and infill urban areas. The policy promotes an urban structure of walkable neighbourhoods. Community facilities and services are accessed by walking, cycling and public transport through an efficient, interconnected movement network.
Employment opportunities and economic sustainability are facilitated through a coherent hierarchy of activity centres. The SP has been designed to address certain principles of Liveable Neighbourhoods including the urban form, road hierarchy, public open space distribution and urban water management.

4. City of Busselton Local Planning Strategy

The City of Busselton Local Planning Strategy (LPS) sets out the long term planning direction for the City and provides an overarching, strategic rationale for decisions related to the planning and development of the District. The LPS identifies the Site as a PIA, subject to PIA Assessment via the WAPC process. The north east corner of the Site is identified in the catchment of the Monaghans Local Centre and as being suitable for urban consolidation.

5. State Planning Policy 3.7 Planning in Bushfire Prone Areas and Guidelines for Planning in Bushfire Prone Areas

State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) and the associated Guidelines assist in reducing the risk of bushfire to people, property and infrastructure by encouraging a conservative approach to strategic planning, subdivision, development and other planning proposals in bushfire prone areas. The proposal has had due regard to SPP 3.7 and demonstrates that bushfire risk can be managed within the subject land.

Financial Implications

There are no financial implications associated with the officer recommendation.

Stakeholder Consultation

If the Council resolves to initiate the Amendment and support the SP proposal for advertising, the relevant Amendment documentation would be referred to the Environmental Protection Authority (EPA) for consideration of the need for formal assessment under Part IV of the *Environmental Protection Act 1986*. Should the EPA resolve that the Amendment does not require formal assessment, then the Amendment document and the SP will be advertised for 42 days in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

To facilitate consultation, the following actions will be undertaken:

- Targeted notices to property owners within and abutting the site, and relevant local stakeholder groups.
- Notices in the local newspaper and through the Bay to Bay e-newsletter.
- A notice on the City's website, including a portal to be created using the City's *Your Say* platform for the online lodgment of submissions.

Risk Assessment

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

Options

As an alternative to the proposed recommendation the Council could:

1. Adopt the Amendment and Structure Plan without modification.
2. Seek further information before making a decision.
3. Refuse the adoption of the Amendment and Structure Plan for advertising.

The officer assessment has not revealed any substantive issue or reasonable grounds that would support the above options.

CONCLUSION

The proposed Abbey South Structure Plan and Amendment No. 55 provide for the development of the Site in broad accordance with the objectives of the statutory environment, and State and Local plans and policies. Officers recommend that the Council adopt both proposals, subject to the modifications included in the Officer Recommendation, for EPA referral and advertising.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

The implementation of the Officer Recommendation would require initial referral of the Amendment to the WAPC, which must occur within 21 days of the Council decision.


Geographe Bay
INDIAN OCEAN
Geographe Bay Rd
Caves Rd
Bussell Hwy
Averil St
Dawson Av
Jones Way
Latrobe Pl
Beachfields Dr
Stanford Dr
Cockworthy Rd
© City of Busselton 2021
0 50 100 150 200 m


Rise
Urban
Abbey South Structure Plan
Part I – Implementation Report
August 2022
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Table of Amendments

Amendment Number	Summary of the Amendment	Amendment Type	Date approved by the WAPC

Document Control

Version	Comment	Author	Approved By	Issue Date
1	Initial Draft	NG	CL	
2	Final draft (for lodgement)	NG	CL	10 August 2022

Disclaimer and Copyright

This document was commissioned by and prepared for the exclusive use of the landowners of Lots 4, 12 and 402 Caves Road, and Lots 14 and 15 Bussell Highway, Abbey ("the Abbey Landowner Group"). It is subject to and issued in accordance with the agreement between The Abbey Landowner Group and Rise Urban Pty Ltd.

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Rise Urban Pty Ltd, 2022.

Prepared for: The Abbey Landowner Group

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Perth WA 6000

Executive Summary

Executive Summary

The Abbey South Structure Plan has been prepared to guide the subdivision and development of approximately 30.5 hectares of land on Lots 4, 12 and 402 Caves Road, and Lots 14 and 15 Bussell Highway, Abbey, within the City of Busselton.

The Structure Plan has been prepared on behalf of the landowners ("The Abbey Landowner Group") and in collaboration with the City of Busselton. The Structure Plan is informed by extensive technical reporting and analysis prepared by the following specialist consultant team:

- Rise Urban – Town planning and project coordination
- Studio CFM – Urban design
- Emerge Associates – Environment, hydrology, landscaping and bushfire
- Stantec – Civil engineering and transport planning

The Abbey South Structure Plan provides an overarching planning framework to guide and facilitate the development of the structure plan area for urban purposes, and has been prepared in accordance with the requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The plan provides for an integrated and coordinated approach to an appropriate mix of land uses and infrastructure, necessary to create a strong and vibrant community, whilst delivering triple bottom line sustainability outcomes in accordance with the State and Local Government policy requirements.

Design Approach

The design approach has been a rigorous multidisciplinary process with continuous reflection upon the purpose of the Structure Plan. Design principles and considerations which have informed the design approach include:

- Understanding of the local vernacular and characteristics that make Abbey a unique place within the Geographe region and the broader South West region.
- Consideration of existing environmental and physical assets and infrastructure.
- Public Open Space allocation, function and community creation.
- Urban structure and place making that is environmentally responsive.
- Movement systems and connectivity that promote pedestrian activity and local street activation.

Project Overview

The Abbey South Structure Plan will create a framework for the future urban development of an anticipated 350+ dwellings, which will ultimately house a new community in the vicinity of 800-950 people, as well as a mix of commercial uses that recognise the existing commercial operations and provide an appropriate interface to Bussell Highway.

The Structure Plan recognises the unique location, and surrounding land use context whilst enabling a diverse range of housing typologies. The Structure Plan fulfils the strategic planning objectives identified in the Leeuwin Naturaliste Sub-regional Planning Strategy which was amended by the Western Australian Planning Commission in December 2021 to identify the Abbey South area as being suitable for urban development in the short to medium term.

It also assesses and resolves the 'Public Open Space Investigation Area' that was identified through the review of the Strategy, and provides an open space network that respects and responds to its physical context.



The Structure Plan supports residential densities of R10 – R60 and will ultimately deliver approximately 350 – 400 residential dwellings.

The Structure Plan area is serviced by essential infrastructure already located within the adjacent Caves Road reserve and can be easily extended to service future development in the Abbey South area with no expansion of capacity required.

This report comprehensively addresses all of the relevant planning considerations and demonstrates that the land is suitable for urban development in the form proposed.

Table 1 below sets out an indicative land use summary based on the Structure Plan map provided at Plan A, and the Concept Plan contained within the explanatory report.

Table 1 – Land Use Summary

Item	Data
Structure Plan Area	30.5ha
Area of each land use proposed:	
Zones (as per LPS21): Residential Local Centre	 24.84ha 0.58ha
Reserves (as per LPS21): Recreation	 4.6ha (gross)
Estimated number of dwellings	350-400
Estimated residential site density - Dwellings per site hectare	Estimated 22 dwellings per site ha
Estimated population	875 – 1,000 people (@ 2.5 people per household)



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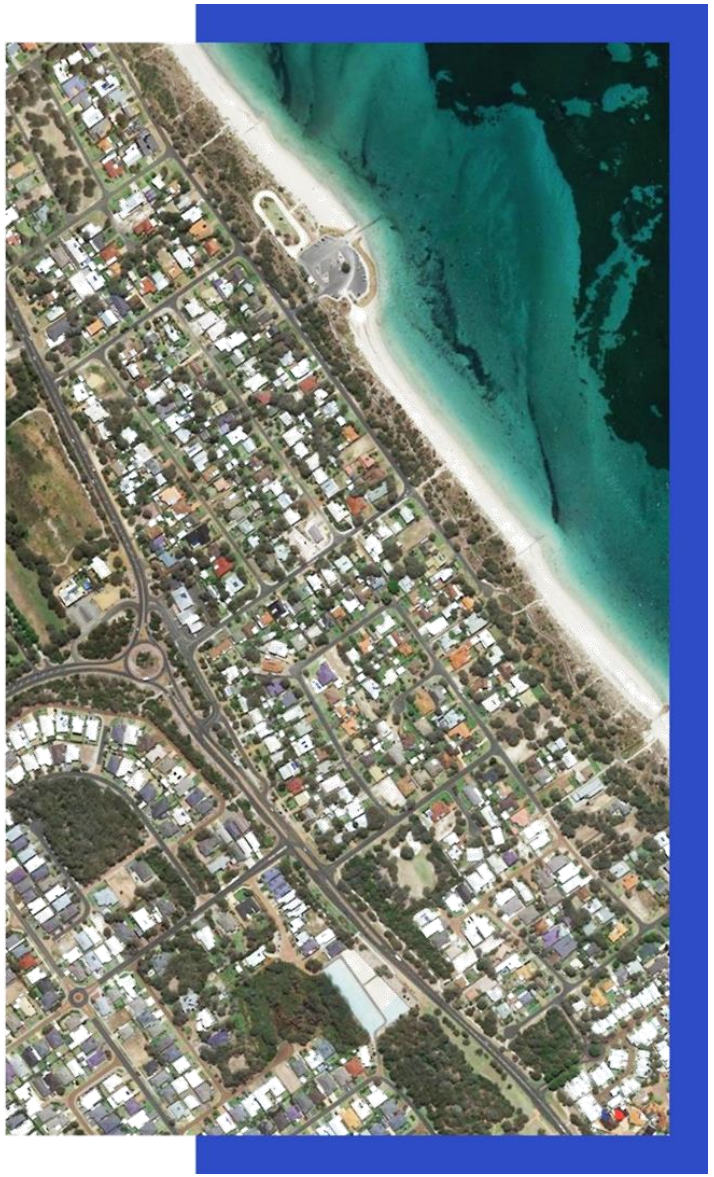


1.0 Structure Plan Area

The Abbey South Structure Plan Area applies to the land contained within the inner edge of the line denoting the Structure Plan boundary shown on the Structure Plan Map (Plan A: Structure Plan Map), and comprises all of Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey.

2.0 Structure Plan Content

This Structure Plan comprises:

- Part One – Implementation Section
- Part Two – Explanatory Report
- Appendices – Technical Reports

Part One of the Structure Plan comprises the structure plan map and planning provisions including zoning, subdivision and development controls. Part Two of the Structure Plan is the planning report component which can be used to interpret and implement the requirements of Part One.

3.0 Operation

This Structure Plan comes into effect on the date that it is endorsed by the Western Australian Planning Commission (WAPC) and expires ten years from the date that it is endorsed by the WAPC unless amended otherwise.

4.0 Interpretation and Relationship with the Statutory Planning Framework

The Structure Plan constitutes a structure plan pursuant to the City of Busselton Local Planning Scheme 21 and Schedule 2 - Deemed provisions for local planning schemes of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Structure Plan Map (Plan A) outlines future land use, zones and reserves applicable within the Structure Plan area.

Pursuant to Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a decision maker of an application for development approval or subdivision approval is to have due regard to the provisions of this Structure Plan, including the Structure Plan Map, Implementation Report, Explanatory Report and any Technical Appendices.

5.0 Staging

Development staging will follow an orderly sequence and shall not exceed the extension of essential service infrastructure or constructed road access.



6.0 Land Use and Subdivision

6.1 Subdivision and Development

The subdivision and development of land is to generally be in accordance with the Structure Plan. Residential lots shall be designed such that future dwellings can achieve a minimum habitable floor level of 3.0m AHD consistent with the City's Coastal Hazard Risk Management Adaptation Plan.

6.2 Zones and Reserves

Plan A outlines land use, zones and reserves applicable within the structure plan area.

6.3 Residential Density

Residential densities applicable to the Structure Plan shall be those residential densities shown on the Structure Plan Map.

6.4 Public Open Space

A minimum of 10% Public Open Space (POS) is to be provided at the time of subdivision in accordance with the WAPC's Liveable Neighbourhoods. POS is to be provided generally in accordance with Plan A and Table 4 – POS Schedule, with an updated POS schedule to be provided at the time of subdivision for determination by the WAPC, on the advice of the City of Busselton.

6.5 Road Network and Access

All roads within the Structure Plan area are classified as 'Access Street D' pursuant to Liveable Neighbourhoods with the exception of the western access to Caves Road, which is classified as 'Access Street B' as indicated on Plan A – Structure Plan Map.

A 20m wide perimeter road for bushfire separation purposes is to be provided generally in the locations depicted on Plan A – Structure Plan Map.

Access to Caves Road and Bussell Highway shall be generally in the locations and format depicted on Plan A. Direct lot access to Caves Road and Bussell Highway is not permitted.

7.0 Notifications on Title

In respect of applications for the subdivision of land, the City of Busselton may recommend to the WAPC that condition(s) be imposed on the grant of subdivision approval for a notification to be placed on the Certificate(s) of Title(s) pursuant to s.165 of the *Planning and Development Act 2005* to advise of the following:

a) Land or lots deemed to be affected by a Bush Fire Hazard as identified in the Bushfire Management Plan (Emerge Associates) contained within Appendix 3.

b) Land or lots deemed to be affected by coastal inundation in accordance with the City of Busselton Coastal Hazard and Risk Management Adaptation Plan and State Planning Policy 2.6 – State Coastal Planning Policy.

c) Land or lots deemed to be in close proximity to known mosquito breeding areas.

8.0 Local Development Plans

Local Development Plans (LDPs) are required to be prepared and implemented pursuant to Part 6 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for lots comprising one or more of the following site attributes:

- Lots zoned Local Centre;
- Lots with rear-loaded (laneway) vehicle access;
- Lots that propose grouped or multiple dwelling development;
- Lots with direct boundary frontage (primary or secondary) to an area of POS;
- Lots located within an area with a density coding of R10;
- Lots that are deemed to be affected by road noise as determined in accordance with SPP 5.4.

9.0 Further Subdivision Reporting

As a condition of subdivision approval, the City of Busselton may recommend, and the WAPC may impose conditions requiring the following additional technical reports:

- Urban Water Management Plan.
- Bushfire Attack Level (BAL) Assessment.
- Traffic Noise Assessment.
- Mosquito Management Plan.

10.0 Development Contributions

The Structure Plan is located within DCA1 – Community Infrastructure under the City of Busselton Local Planning Scheme 21 and as such is subject to development contributions for community and service infrastructure located throughout the City of Busselton.

All shared infrastructure within the Structure Plan area, including the distribution of public open space, is to be funded via private agreement between landowners.

PLAN A: STRUCTURE PLAN MAP



LOCAL STRUCTURE PLAN

LOTS 4 & 12 CAVES ROAD & LOTS 14, 15 & 402 BUSSELL HIGHWAY, ABBEY.

NOTE:
Base Data supplied by Landgate/ Denada Surveys
Aerial Photo - Feb 2019
Projection - SCO94
Areas and dimensions shown are subject to final survey calculations.

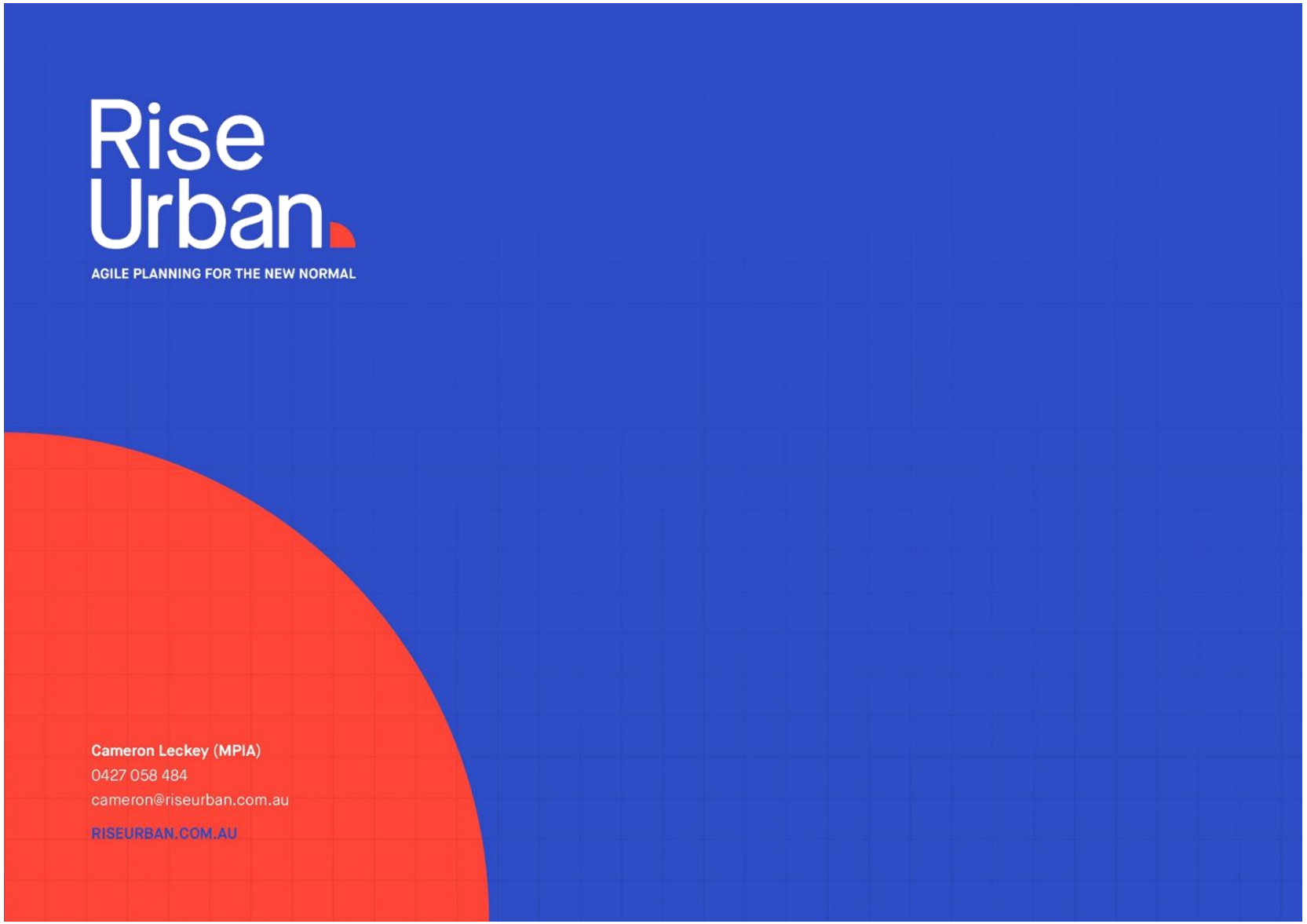
A	30/04/22	Initial issue
Revision	Date	Item

LEGEND

- STRUCTURE PLAN BOUNDARY
- RESIDENTIAL R10
- RESIDENTIAL R20
- RESIDENTIAL R30
- RESIDENTIAL R40
- LOCAL CENTRE (R50)
- RECREATION RESERVE
- FLOODWAY
- PERIMETER ROAD
- ACCESS STREET B
- PRIMARY EAST - WEST CONNECTION
- ACCESS STREET D (INDICATIVE ONLY)
- FUTURE PEDESTRIAN / CYCLE CONNECTION TO SUAYANYUP DRAIN CYCLE PATH
- EMERGENCY SECONDARY EGRESS
- POS NUMBER
- ROUNDABOUT
- FULL MOVEMENT INTERSECTION
- LEFT IN / LEFT OUT INTERSECTION

-	:	CLIENT
A3@1:2,500	:	SCALE
20 JULY 2022	:	DATE
IA Abbey-2-001	:	PLAN No
A	:	REVISION
C.L.	:	PLANNER
B.L	:	DRAWN

Rise Urban
AGILE PLANNING FOR THE NEW NORMAL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Abbey South Structure Plan
Part II – Explanatory Report
August 2022
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7. Abbey South Structure Plan and Concept Plan – Rise Urban and Studio CFM



Introduction and Purpose

This Structure Plan has been prepared in accordance with the obligations set out under Part 4 – Structure Plans of Schedule 2 – Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The purpose of this Structure Plan is to establish a contemporary planning framework that provides for future subdivision and development of the Abbey South precinct. Significantly, the Structure Plan not only establishes the spatial context for future subdivision, but also investigates the physical and environmental attributes of the 'Public Open Space Investigation' area that is identified in the Leeuwin – Naturaliste Sub-regional Strategy, and determines the extent of this area that should be set aside as public open space to provide for drainage, conservation and recreation.

Overall, the Structure Plan aims to enable development of the precinct into a residential community with a mix of housing densities and typologies that respond to the local conditions, while addressing and responding to all site features.

This Structure Plan also informs and will be processed in parallel with an amendment to the City of Busselton Local Planning Scheme 21 (LPS21) to rezone the Abbey South area from the Rural and Conservation zones to the Urban Development zone. The Urban Development Zone provides the head of power to enable this Structure Plan to be determined pursuant to clause 15 of Schedule 2 – Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

This report is the explanatory report for the Structure Plan, and is to be read in conjunction with the Part 1 Implementation Report, as well as the Structure Plan Map which is contained in the Implementation Report.

Consistent with clause 27 of the Deemed Provisions, this Structure Plan is a 'due regard' document for the purposes of assessing and determining subsequent subdivision and development applications.



Part 1 – Site Context

The following sections provide an overview of the physical and legal context of the Structure Plan area.

1.1 Legal Description and Ownership

The Structure Plan area comprises the entirety of five freehold lots within the former Abbey Planning Investigation Area as defined in the Leeuwin Naturaliste Sub-regional Strategy, totaling 30.5ha. Table 1 below summarises the legal description and ownership of each of the five lots.

Table 1 – Abbey South Structure Plan Property Description

Lot Number	Street Address	Street	Diagram	Land Area (ha)	Owner
12	N/A	Caves Road	43998	2.68	Lowe Pty Ltd and Lukin Pty Ltd
4	63	Caves Road	46285	23.91	Michael Stewart and Venetia Bennett
402	12	Caves Road	252489	0.58	Donna Michelle Carlyle, Christopher Ronald Carlyle
14	5840	Bussell Highway	96590	2.77	Thomas Benford Norris, Judith Doris Driver
15	5842	Bussell Highway	96590	0.56	Erica Pauline Maisey

All of the landowners within the Structure Plan area have provided their consent and support for the progression of planning over their land.



1.2 Location

The Abbey South Structure Plan area is located within the City of Busselton municipality in the south-west of Western Australia. It can be generally described as the land immediately to the west of Bussell Highway and south of Caves Road in the Busselton suburb of Abbey.

The Structure Plan area is located approximately 8.5km west of the Busselton town centre, 15.5km east of the Dunsborough town centre, and approximately 2km north of the Vasse town centre. It comprises a significant portion of the last remaining undeveloped land with significant development potential north of Busselton Bypass and within the Busselton township.

A location plan is provided at Figure 1.



Figure 1 Location Plan

1.3 Site Description and Existing Land Uses

The Structure Plan area comprises approximately 30.5ha of land. The following sets out a brief description of the current land use and physical context of the site, while a site plan is provided at Figure 2.

The Structure Plan area is characterised by rural land uses to the north and west and an eclectic mix of rural-residential, tourism and commercial uses along the eastern edge fronting Bussell Highway.

Lots 4 and 12 Caves Road – together forming the northern interface to Caves Road, are both parkland cleared with scattered peppermint trees across Lot 4, and a strip of mature trees forming the boundary between the two properties. Both properties have previously been used for cattle grazing. Lot 12 is currently unused and vacant. Lot 4 has two separate dwellings at the northern and southern ends of the property, with the remainder of the property being used for cattle grazing.

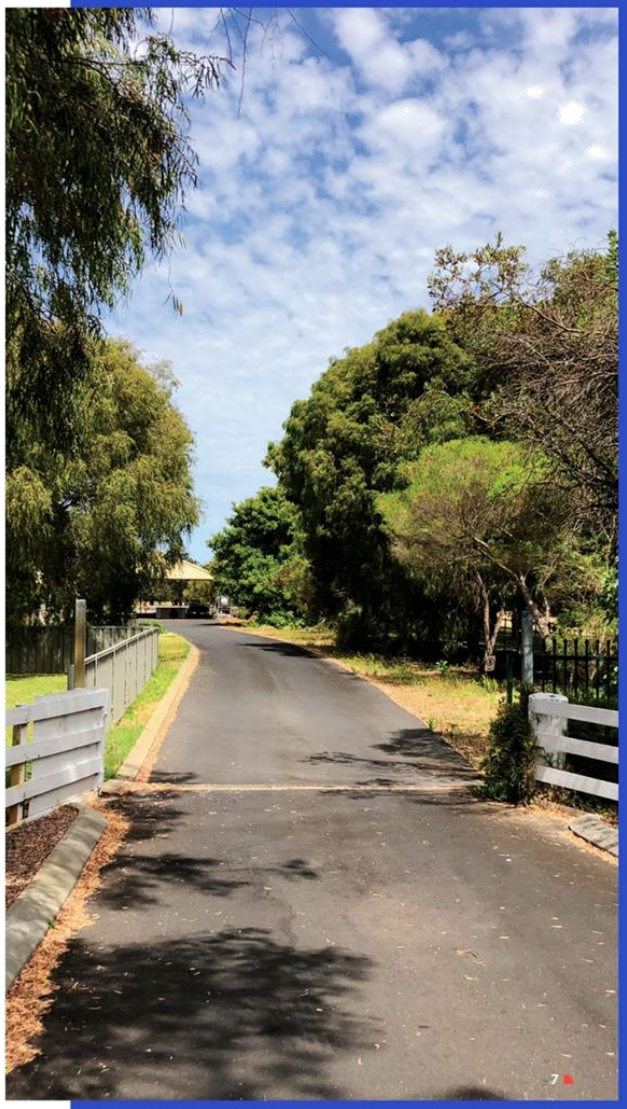
The predominantly cleared and undeveloped nature of both lots lends itself to more intensive land uses, with opportunities to retain mature vegetation within open space and road reserves. The southern portion of Lot 4 is lower lying and some of it is prone to seasonal inundation.

Lots 4 and 12 are screened from Caves Road by a continuous strip of dense, mature vegetation located within the Caves Road reserve. The retention of this vegetation within the Caves Road reserve ensures that the landscape and viewscape when viewed from Caves Road will be largely unaltered by development within the Structure Plan area.

Lot 402 is located on the corner of Bussell Highway and Caves Road and is currently occupied by 'The Shed Markets' – a popular local market selling fresh local produce, prepared food and coffee. The Shed Markets provides a unique opportunity for early amenity and a sense of place as the surrounding land uses evolve. There is an existing older style single dwelling on the north side of the Shed Markets with two separate crossovers to Caves Road.

Lot 14 is a rural residential property to the south of Lots 402 and 12. Lot 14 is improved by a large single dwelling and associated outbuildings. Lot 14 is separated from the lots to the north and west by a strip of mature peppermint trees, providing interim opportunities for screening and amenity if Lots 4 and 14 develop at different times. Lot 14 has an existing paved driveway and crossover access to Bussell Highway.

Immediately adjacent to the east and south of Lot 14 is the Busselton Ice Supply (Lot 15), which is an existing commercial / light industrial use supplying ice and cold storage facilities. Lot 15 is occupied by a number of large sheds and warehouses, as well as an older style single dwelling located towards the front (east) of the property. Both the Busselton Ice Supply business and the single dwelling have separate crossovers and access to Bussell Highway. Intensification and future subdivision of the Structure Plan area creates an opportunity to consolidate these access points to Bussell Highway, improving efficiency and safety on this stretch of the highway.





SITE PLAN
LOTS 4 & 12 CAVES ROAD & LOTS 14, 15 & 402 BUSSELL HIGHWAY, ABBEY

Figure 2 Site Plan

1.4 Surrounding Land Uses

The Structure Plan area is framed on all sides by boundary-defining natural and man-made land uses which combine to make the site a self-contained enclave that is well suited to urbanisation without encouraging further sprawl into less suitable areas. A context plan is provided at Figure 3 and demonstrates the self-contained nature of the site.

The Structure Plan area is bordered by Bussell Highway and Caves Road on its eastern and northern boundaries respectively. Having regional roads on two sides is a significant advantage as it provides for a range of access options, ensures the early delivery of key service infrastructure (which is typically located within the regional road reserves) and avoids congestion on existing local roads. Intensification of land uses adjacent to regional roads is a sound planning principle as it makes efficient use of the existing infrastructure, and prevents undue pressure from being applied to less suitable roads and infrastructure elsewhere. The opposite sides of both Caves Road and Bussell Highway are developed with low to medium density urban residential uses, while a small local commercial centre is located on the north side of the Bussell Highway / Caves Road roundabout, providing local retail convenience for surrounding residents.

To the south east of the Structure Plan area are Lots 6, 8 and 11 Bussell Highway. Lots 6 and 8 are used for rural residential purposes. Lot 11 accommodates the Amelia Park Lodge – a popular hospitality complex incorporating a restaurant, tavern and guest accommodation, as well as the heritage listed Newtown House – an 1850s limestone homestead. Like The Shed, the Amelia Park Lodge is a fantastic opportunity to leverage early amenity and a sense of place for residential and 'urban' style development within the adjoining Structure Plan area.

Adjacent to the western edge of the site is the existing RAC Busselton Holiday Park, a large scale holiday park including chalets / cabins, camping and caravan sites, as well as an extensive range of recreation infrastructure and amenities in a landscaped setting. Direct interface between holiday parks and more traditional residential development is common in the western part of Busselton, and has been managed through the Structure Plan design process such that the amenity of both the holiday park users and the permanent residents will be adequately protected.

At present there is no safe pedestrian or cycle connection between the RAC Busselton Holiday Park and The Shed Markets, Amelia Park Lodge, and other non-residential, high amenity uses further to the east. The Structure Plan is an opportunity to connect these two uses via a series of pedestrian and cycle friendly links located away from the busy Caves Road and Bussell Highway.

Buayanyup Drain is located west of the Holiday Park. The Buayanyup Drain forms the lower portion of the Buayanyup River system and has been artificially straightened into a drain for several kilometres before the river meets Geographe Bay at Abbey beach. The Structure Plan area is not within the Buayanyup catchment, however flooding of the drain during peak storm events and the potential for inundation over portions of the site is an important consideration, and has been addressed in the Local Water Management Strategy that accompanies this Structure Plan.

Locke Nature Reserve is located immediately to the west of Buayanyup Drain (220m west of the Structure Plan area). The Locke Nature Reserve is a 220ha, publicly accessible nature reserve that provides a conservation and passive recreation function for the Busselton and Dunsborough communities. In contrast to the Structure Plan area it is heavily vegetated, and largely undisturbed by rural or urban land uses. The proximity of the Structure Plan area to the Locke Nature Reserve is an ideal opportunity to create a unique sense of place and to encourage future residents to take on a high level of local custodianship of this reserve. It also provides a clear demarcation and permanent 'green belt' between the settlements of Abbey to the east and greater Dunsborough to the west.

The southern boundary of the Structure Plan area is framed by Lot 37 (Reserve 44754) which is Crown land under the care and control of the City of Busselton, and is a 10m wide unmade road reserve often referred to as Fox Road. Fox Road contains a strip of planted peppermint trees and eucalypts, and forms a natural bund between the southern extent of the Structure Plan area (which sits at around 2.5m-3m AHD on the southern boundary) and the lower lying floodway further to the south which sits at around 1m AHD. Lot 37 and the floodway provide both a natural and cadastral boundary between the Structure Plan area and the surrounding rural areas. There is an opportunity to utilise Fox Road to connect through to the existing cycle way along the edge of the Buayanyup Drain, and provide direct cycle and pedestrian access to the existing schools, retail facilities and amenities at Vasse to the south.

The area to the south of Fox Road, commonly referred to as Vasse North, is also identified for future urban purposes in the Leeuwin - Naturaliste Sub-regional Strategy. It is understood that there are no current proposals to rezone this land, and that further investigations into the suitability of the northern portions of the Vasse North site for urban development are required prior to any formal planning being progressed over the site.



Figure 3 Context Plan

Part 2 – Planning Context

The following provides a brief synopsis of those planning instruments and decisions that are directly relevant to the Structure Plan.

2.1 City of Busselton Local Planning Scheme 21

The City of Busselton Local Planning Scheme 21 (LPS21) forms the primary statutory land use control over the Structure Plan area. There is no higher-order region scheme or similar applicable to the Structure Plan area.

At present LPS21 zones the majority of the Structure Plan area, including the entirety of lots 12, 402, 14 and 15 and the northern half of lot 4 as 'Rural'. The Rural zoned portion of the Structure Plan area is not affected by any special control areas or similar.

The southern portion of lot 4, along with the lower lying land to the south is zoned 'Conservation'. It is unclear as to how the zoning boundary between the Conservation and Rural zones on lot 4 was derived as it does not correspond to any specific natural feature on the site (i.e. contours, vegetation, wetlands etc). As discussed further in the following section, the detailed environmental investigations have confirmed that there are no specific conservation-worthy features within this portion of the Conservation zone.

The Conservation zoned portion of lot 4 is identified in the WAPC's Leeuwin - Naturaliste Sub-regional Strategy as 'Public Open Space Investigation' and requires further investigation into its suitability for public open space as part of the structure plan process. This Structure Plan is the mechanism through which these further investigations can occur.

A Scheme amendment request has been lodged with the City of Busselton concurrently with this Structure Plan to rezone the Structure Plan area to the 'Urban Development' zone; thereby providing a head of power for this Structure Plan to proceed and be determined.

LPS21 identifies three separate Special Control Areas (SCAs) over the southern portion of the Structure Plan area within Lot 4, being Landscape Value, Floodway and Wetland. Consideration of these SCAs and the values that they contain is discussed below

2.1.1 Landscape Value Area

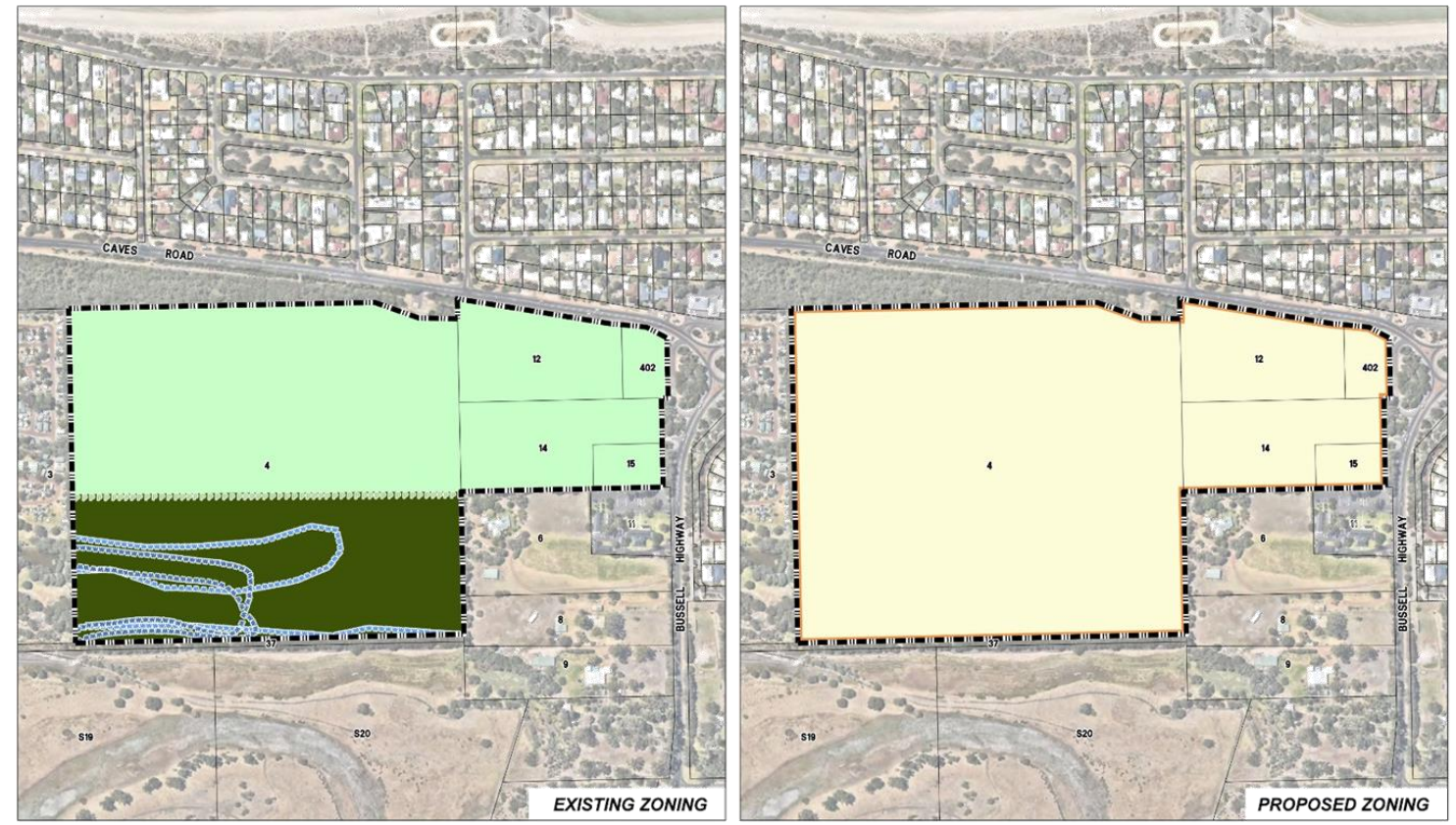
The portion of Lot 4 that is currently zoned 'Conservation' is also located within the Landscape Value Area SCA. All clearing and development in the Landscape Value area requires development approval from the City of Busselton, and these proposals are required to be compatible with the existing landscape, viewscape or environmental values associated with the area. The Scheme amendment removes the Landscape Value Special Control area from the Structure Plan area, as the SCA will no longer be necessary to protect the landscape values once the Structure Plan is in place.

2.1.2 Floodway and Wetland Areas

Irregular parts of the southern portion of Lot 4 (in the current 'Conservation' zone) are located within the Floodway Area and Wetland Area SCA. The mapped floodway within lot 4 is essentially a small 'offshoot' of the main floodway located further to the south and outside of the subject area.

A map depicting the current and proposed LPS21 zoning and Special Control Areas is shown at Figure 4.





LPS21 ZONING PLAN
LOTS 4 & 12 CAVES ROAD & LOTS 14, 15 & 402 BUSSELL HIGHWAY, ABBEY

Figure 4 LPS21 Zoning Plan

2.2 Leeuwin-Naturaliste Sub-regional Strategy

The *Leeuwin-Naturaliste Sub-regional Strategy* ("the Strategy") was published by the WAPC in May 2019. The Strategy is an overarching strategic land use planning document outlining the WAPC's approach to future planning and development within the City of Busselton and the Shire of Augusta-Margaret River over the next 20 years.

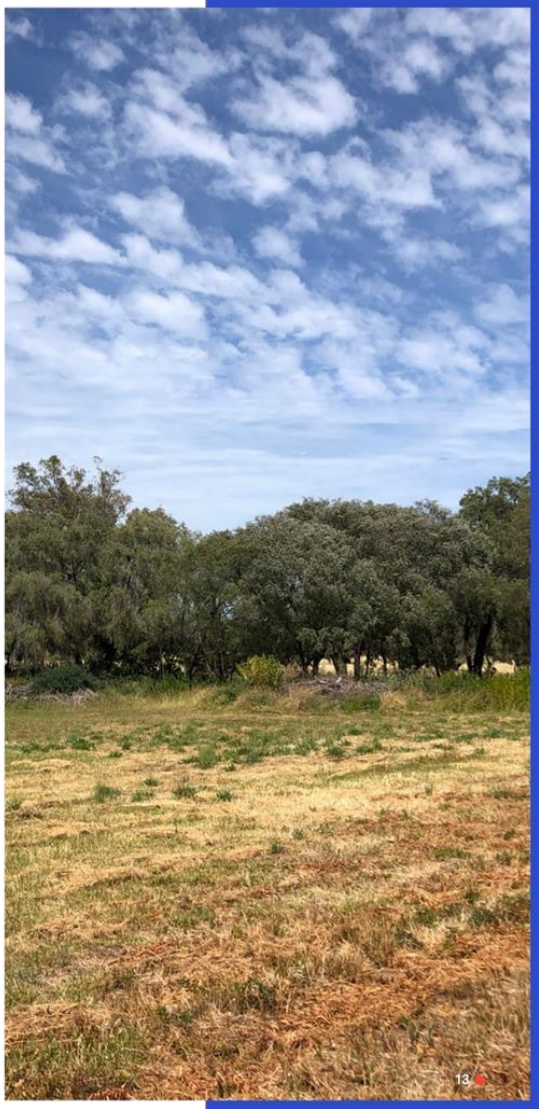
The 2019 version of the strategy identified five Planning Investigation Areas, of which the Abbey South Structure Plan area was one. These five PIAs were assessed and considered by the WAPC in November 2021, where in relation to the Abbey PIA, the WAPC resolved to:

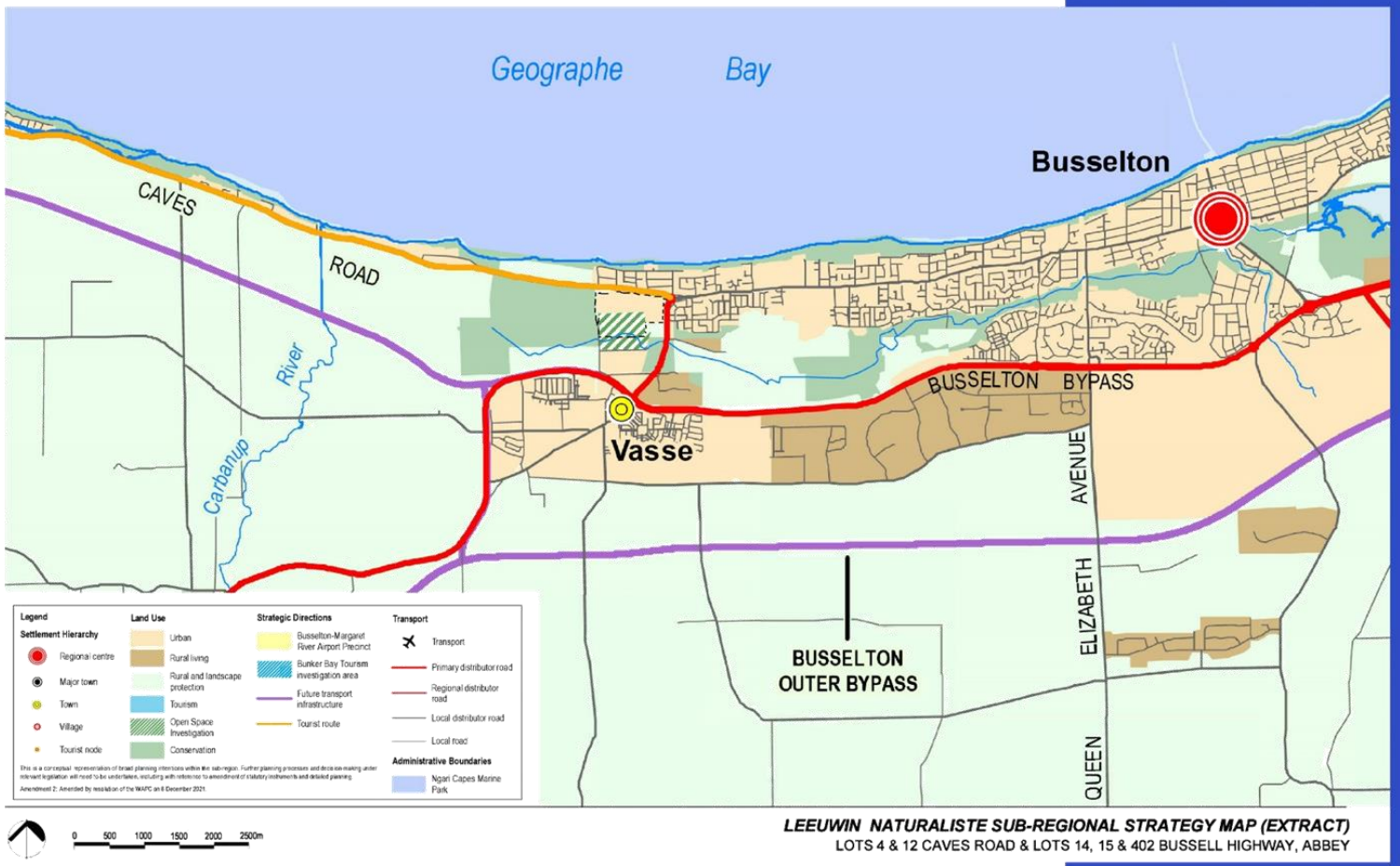
1. Designate the following lots as 'Urban':
   - Lot 12 on Diagram 43998
   - Lot 14 on Diagram 96590
   - Lot 15 on Diagram 96590
   - Lot 402 on Deposited Plan 252489
   - Northern portion of Lot 4 on Diagram 46285
2. Designate the following lots as 'Open Space Investigation':
   - Southern portion of Lot 4 on Diagram 46285.
3. Remove the Abbey Planning Investigation Area from the Strategy Plan.
4. Require the preparation of a single structure plan over the entirety of the land identified in (1) and (2) above. In addition to the information to be included in a structure plan outlined in Clause 16 of the Deemed Provisions, the structure plan is to set out the following:
   - a water management report that takes into consideration the land to the south and addresses all water-related matters relevant to the proposal.
   - measures to manage risk from coastal inundation.
   - open space requirements.

It is on the basis of this resolution of the WAPC that this Structure Plan has been prepared. The specific considerations relating to water management, coastal inundation and open space requirements are addressed in subsequent sections and appendices of this report.

In relation to the Open Space Investigation designation, it was agreed with the WAPC in November 2021 that this Structure Plan is the appropriate vehicle to determine the full extent of the open space area in the south of Lot 4. Further, it was acknowledged that the Open Space Investigation area does not necessarily dictate that the land should be set aside for conservation or recreation purposes. Rather, it was intended that the Structure Plan should determine the extent of land needed for flooding, drainage, conservation and recreation purposes and ensure that this land is integrated into the broader urban area. The Structure Plan has been designed to achieve this.

A copy of the Strategy Map for Geographe Bay area (as amended by WAPC in 2021) is shown at Figure 5.





LEEUWIN NATURALISTE SUB-REGIONAL STRATEGY MAP (EXTRACT)
LOTS 4 & 12 CAVES ROAD & LOTS 14, 15 & 402 BUSSELL HIGHWAY, ABBEY

Figure 5 Leeuwin-Naturaliste SR Strategy

2.3 Statement of Planning Policy 6.1 Leeuwin Naturaliste Ridge Policy

Statement of Planning Policy 6.1 – *Leeuwin-Naturaliste Ridge Policy* (SPP 6.1) sets out the principles and considerations for land use and development decision-making in the Leeuwin-Naturaliste Ridge. The Structure Plan area is located in the north eastern periphery of the policy area.

SPP 6.1 was published in 1998 with an intended lifespan of 30 years and has not been substantially reviewed or amended since then. The *Leeuwin – Naturaliste Sub-regional Strategy* identifies the review of SPP 6.1 as a key priority. Although SPP6.1 is approaching the end of its lifespan, the vision and overall objectives for the Leeuwin-Naturaliste Ridge identified by SPP 6.1 remain relevant and important to the growth of the Policy area, and the Structure Plan area.

This Structure Plan meets the vision and objectives of SPP 6.1 by catering for population growth within an identified Structure Plan area, responding to adjacent commercial and tourism land uses and conserving and enhancing environmental values that have been confirmed are applicable to the Structure Plan area.

SPP 6.1 also includes a Land Use Strategy which identifies preferred land uses throughout the policy area and establishes specific land use policies. The Land Use Strategy identifies the Structure Plan area, along with land to the south as *Wetland Amenity Area*. An extract from the Land Use Strategy Plan of SPP 6.1 is shown at Figure 6.



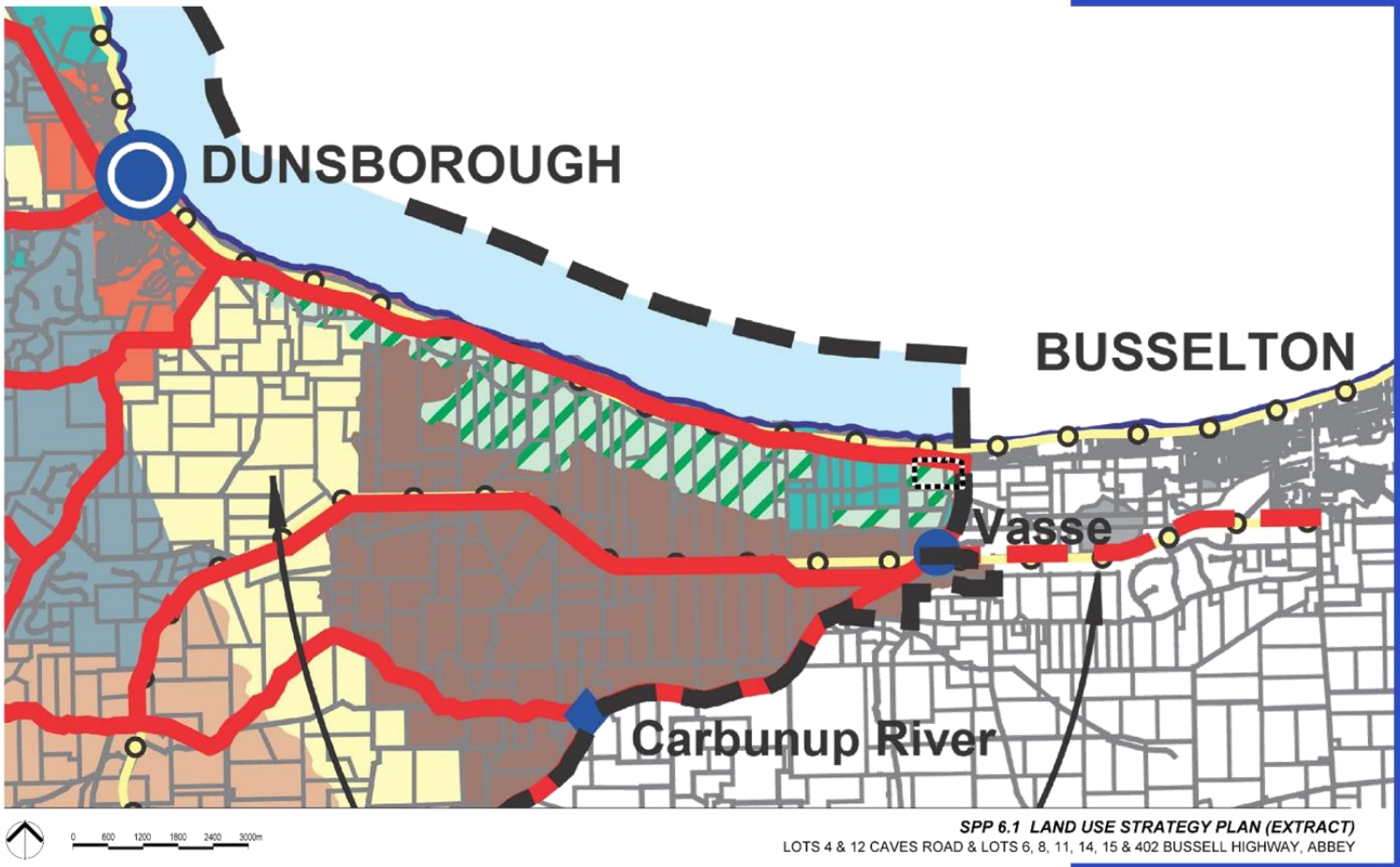
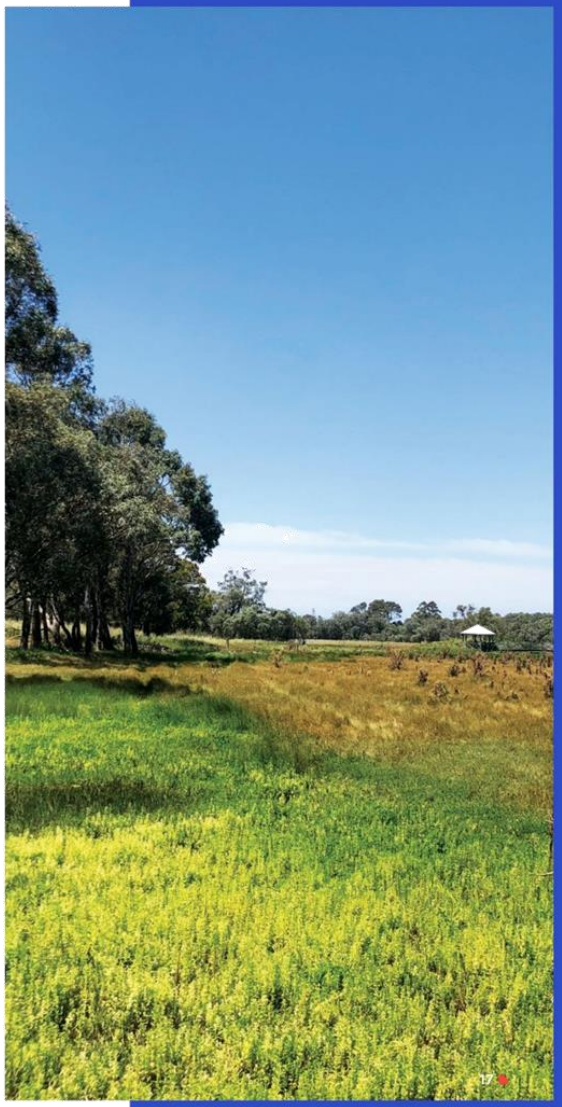


Figure 6 SPP6.1 Land Use Strategy Map

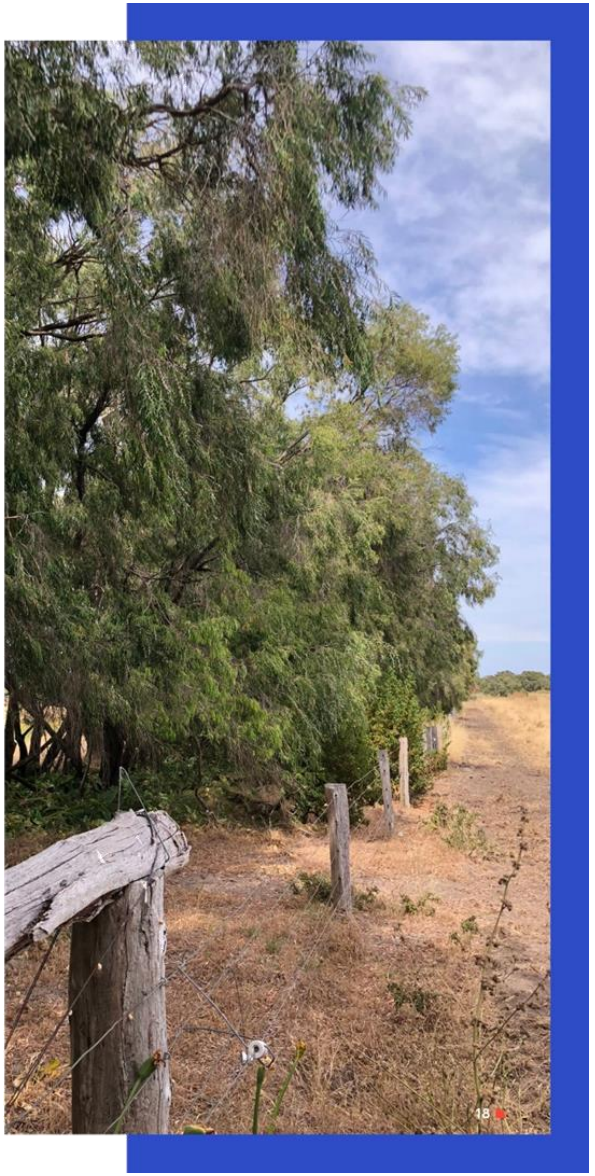
The land use policies applicable to the Wetland Amenity Area are set out in Table 2 below.

Table 2 – Wetland Amenity Area Policies

Policy Number	Policy	Abbey South Structure Plan response
LUS 3.28	*Proposals for subdivision, development and land use within the designated Wetland Amenity Areas will be assessed for their compatibility with wetland conservation.*	The Structure Plan does not contain any mapped or recognised wetlands of significance (conservation or resource enhancement category wetlands). The site does contain two Multiple Use wetlands, however these lower-order wetlands are generally considered to be compatible with urban development and do not require retention or rehabilitation. This Structure Plan is supported by a detailed Environmental Assessment (refer Appendix 1) which assesses both the presence of wetlands within the Structure Plan area, as well as the compatibility of development over the Structure Plan area with wetlands in adjoining areas. The Environmental Assessment confirms that the majority of the Structure Plan area is capable of urban development, subject to floodway areas being provided as public open space.
LUS 3.29	*Development near the coast will conform with Department of Transport and Ministry for Planning guidelines as reflected in the proposed Shire of Busselton District Planning Scheme.*	It is understood that this provision relates to coastal planning, in which case State Planning Policy 2.6 – State Coastal Planning is now the primary planning instrument. The suitability of the Structure Plan area for urbanisation has been considered against the policy framework of SPP 6.1 and the City of Busselton's Coastal Hazard Risk Management Adaptation Plan. This is discussed further in section 2.5 of this report.
LUS 3.30	*Rural landscape and coastal reserve buffers between Abbey and Vasse, and Dunsborough and Abbey will be maintained to avoid urban sprawl and to create distinct communities.*	As noted in section 1.4 of this report, the Structure Plan area is framed by rural landscape buffers to the south and west. Given the low-lying nature of the designated floodway over the adjoining land to the south and the heavily vegetated nature and protected status of the Locke Nature Reserve to the west of the Structure Plan area, these buffers between the Structure Plan area and the settlements of Vasse and Dunsborough will be retained in perpetuity, and will not be compromised by the intensification of land use and development over the Structure Plan area.



LUS 3.31	*Subdivision and development will be consistent with and complement the existing landscape character of the Quindalup Strip and "Old Dunsborough".*	The Structure Plan area has been designed to provide for residential development that complements the Quindalup Strip and Old Dunsborough character through landscape design, generous road reserves and retention of existing Peppermint trees where viable to do so. This is balanced with higher levels of housing density and a mix of land uses in portions of the Structure Plan area, as well as the requirements of Liveable Neighbourhoods and contemporary urban design practice. The precise form of any future subdivision will be confirmed at subsequent stages in the planning process.
LUS 3.32	*The environmental and recreation values of the Wetland Amenity Area will be protected while facilitating tourism development that responds to the natural and social values of the locality.*	As demonstrated in Part 3 of this report, the environmental values of the Structure Plan area have been assessed and will be protected as part of public open space areas. Recreational tourism uses are limited to some of the properties fronting Bussell Highway, such as The Shed Market. These uses can be retained, while better connections through to the RAC holiday park, Locke Nature Reserve and southern floodway have been provided to integrate these environmental values with the tourism potential of the area.
LUS 3.33	*The landscape separation of Abbey, Vasse and Dunsborough will be maintained.*	Refer response to LUS 3.30 (above)



In addition to the land use classifications and policy statements discussed above, Figure 3 of SPP 6.1 also classifies the policy area into differing levels of significance with respect to its landscape values and significance.

The landscape character of the southern half of the Structure Plan area is classified in Figure 3 of the Policy as 'General Character' while the north and eastern areas adjacent to Bussell Highway and Caves Road are classified as 'Travel Route Corridor'. When compared to the other landscape classifications set out in SPP 6.1 and noting the location of the Structure Plan on the eastern border of the Leeuwin-Naturaliste Ridge, the landscape values of the Structure Plan area are less significant than those elsewhere on the ridge or within the areas that are mapped specifically for their landscape significance.

SPP 6.1 sets the following policy positions in relation to the landscape values within the Structure Plan area:

- PS 3.2 Development must be responsive to local values, and be compatible with the natural characteristics and traditional settlement patterns of the area.
- PS 3.3 Development will have due regard for the landscape integrity and value of Ridge backdrops when viewed from the coastline, bays or Travel Route Corridors.
- PS 3.7 In areas of General Character, as identified in Figure 3, development or change of use should protect the rural character and conform with policies and guidelines for Travel Route Corridors.

The Structure Plan has been designed to recognise the rural character immediately to the south and generally west through the retention of key areas of vegetation and screening from travel route corridors.

2.4 City of Busselton Local Planning Strategy (City of Busselton, 2019)

The City of Busselton Local Planning Strategy was endorsed by the Western Australian Planning Commission on 13 March 2020 and provides the Council and the community with the vision and strategic planning direction for the City of Busselton for the next 10 to 15 years.

The Local Planning Strategy recognises the Structure Plan area (described as "Abbey South") as an area with significant development potential, and states:

The appropriateness of the area for urban development will be determined via the WAPC's Planning Investigation Area assessment as required by the Leeuwin Naturaliste Sub-Regional Strategy. Other than Port Geographe, this is the last undeveloped coastal or near-coastal land with significant development potential in the Busselton-Vasse Urban Area. Inclusion of housing choice and non-residential land uses are to be considered.

A Planning Investigation Area (PIA) assessment has since been undertaken for Abbey South and concluded that:

The Abbey PIA is well suited to more intensive forms of urban development ... an opportunity exists for the Abbey PIA to respond to the looming land supply issues, and to ensure an adequate supply of affordable land, promoting a variety of housing choice remains available to the Busselton community as it continues to grow.

The Structure Plan provides potential for a range of R-Codes and street block typologies to support the development of different types of housing that is responsive to the housing market, and retain the potential for non-residential development, particularly adjacent to Bussell Highway on the eastern periphery of the Structure Plan area.

The Strategy also identifies the desire to retain a form of 'green belt' between greater Busselton and Dunsborough, and emphasises the need to maintain physical separateness of the settlements. Buayanyup Drain forms a logical hard edge between Busselton and this green belt, and therefore this Structure Plan will not compromise the key objective of maintaining separation between urban settlements.

2.5 State Planning Policy 2.6 – State Coastal Planning Policy (WAPC, 2013)

State Planning Policy 2.6 – State Coastal Planning Policy ("SPP 2.6") is the State Government's response to land use planning in coastal areas throughout Western Australia, and includes specific policy considerations and requirements for both infill and greenfield scenarios across a 100 year planning horizon.

SPP 2.6 requires coastal processes and climate change to be considered in the assessment of planning proposals in coastal areas. These coastal processes include erosion, storm surge and coastal inundation as a result of extreme storm events.

The City of Busselton adopted its *Coastal Hazard and Risk Management Adaptation Plan* ('CHRMAP') in July 2022. The CHRMAP maps the hazards from coastal processes in accordance with the requirements of Schedule 1 of SPP 2.6, and identifies management and mitigation strategies for affected areas.

At its nearest point, the Structure Plan area is approximately 380m south of the current high water mark (referred to as the Horizontal Shoreline Datum or HSD in SPP 2.6). Located between the northern boundary of the Structure Plan area and the HSD is a 250m wide strip of developed residential area comprising approximately 220 existing dwellings, and a regional road reserve with a width ranging from 25m to 110m accommodating Caves Road.

The City's hazard mapping indicates that, when applying SPP 2.6, the northern extent of Lots 4 and 12 would be impacted by coastal erosion within the 100 year timeframe if no mitigation measures were undertaken to protect the infrastructure already in place.

The CHRMAP sets in place a clear management framework for protecting the Abbey area, and proposes to "protect" Abbey beach and the surrounding infrastructure via a series of coastal protection works, which would essentially halt the coastal erosion process.

Inundation from both the coast and inland waterways such as Buayanyup Drain in an extreme weather event is also an important consideration. SPP 2.6 requires risk assessments to consider the effects of a storm event with a 0.2 percent or one-in-five hundred probability of being equaled or exceeded in any given year over the 100 year planning time frame, including a 0.9m allowance for sea level rise.

The CHRMAP recognises the risk posed by coastal inundation and sea level rise, and recommends a minimum habitable floor level of 3.0m AHD to reduce the risk of flooding during the 100 year planning timeframe.

Given a significant portion of the site is at, or very close to 3.0m AHD already, it can be developed for urban purposes while minimising the risk of impacts of flooding from coastal inundation. Further consideration of inundation is outlined in the Local Water Management Strategy at Appendix 2.

2.6 State Planning Policy 3.7 – Planning in Bushfire Prone Areas (WAPC, 2015)

State Planning Policy 3.7 – Planning in Bushfire Prone Areas ("SPP 3.7") sets out the framework for land use planning to address bushfire risk management in Western Australia.

The Structure Plan area and surrounding lots are designated as bushfire prone areas in accordance with SPP 3.7, and as such, further assessment against the requirements of SPP 3.7 is required.

A Bushfire Hazard Level Assessment and Bushfire Management Plan has been prepared and is discussed further in sections 3.6 and 4.7 of this report. The BHL Assessment confirms that bushfire risk is not a constraint to development, and can be safely mitigated through adequate separation from the hazards, along with increased construction standards for future dwellings (BAL-12.5 or BAL-19). The Concept Plan in Part 4 of this report demonstrates one possible way in which the hazard separation can be achieved.

2.7 State Planning Policy 5.4 – Road and Rail Noise (WAPC, 2019)

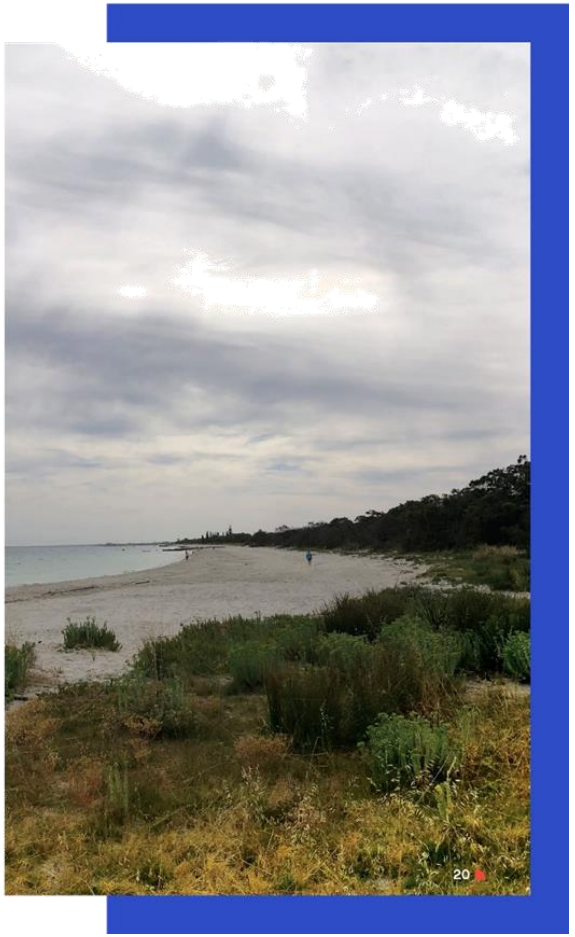
State Planning Policy 5.4 – Road and Rail Noise ("SPP 5.4") sets out the planning considerations for development adjacent to major road and rail transport corridors in order to minimise the impact of traffic noise on residential uses.

Bussell Highway and Caves Road are both identified as 'significant traffic routes' under SPP 5.4, and a portion of the Structure Plan area is within the mapped trigger distance (200m from the corridor). As such, traffic noise must be assessed as part of the rezoning and structure planning processes to accurately identify those areas that will be affected by noise, and to ensure adequate mitigation measures are in place for noise-sensitive uses.

2.8 Liveable Neighbourhoods Operational Policy (WAPC, 2009)

Liveable Neighbourhoods is the WAPC's operational policy for the design and assessment of new (greenfield) urban areas, and provides guidance as to key considerations such as urban form, housing density, road networks, schools and public open space.

The Structure Plan has been designed to meet the principles of Liveable Neighbourhoods including the urban form, road hierarchy, public open space distribution and urban water management.



Part 3 – Site Conditions, Opportunities and Constraints

The following section sets out the physical features of the site that inform the design of the Structure Plan. This analysis is supported by extensive technical analysis and reporting which is appended to the Structure Plan as described below:

Appendix 1 - Environmental Assessment Report - Emerge Associates.

Appendix 2 - Hydrology (Local Water Management Strategy) - Emerge Associates.

Appendix 3 - Bushfire - Emerge Associates.

Appendix 4 - Traffic and Transport Assessment - Stantec.

Appendix 5 - Servicing - Stantec.

As demonstrated below, there are some environmental and physical attributes which warrant further consideration and site-specific responses. These are not constraints to development, but rather opportunities to deliver a Plan that is site responsive, and respectful of the natural and physical setting in which it is located.

Further analysis of the physical and environmental context of the site is set out in the following sections.

3.1 Vegetation and Flora

Environmental consultants Emerge Associates have undertaken a detailed assessment of the environmental features and attributes of the Structure Plan area. In relation to vegetation and flora, Emerge has concluded that:

- There are no protected (Federal or State) vegetation or flora within the Structure Plan area.
- There are unlikely to be any threatened or priority flora, or threatened or priority ecological communities on the site based on the limited vegetation and the disturbed nature of the site.
- Scattered remnant paddock trees, predominantly *Agonis flexuosa* (peppermint) with some *Eucalyptus rudis* (flooded gum) adjacent to a low-lying area in the south-west, are located across the Structure Plan. This includes remnant peppermint tree stands within the north-east portion of the Structure Plan (lot 12) following existing fence lines.
- The condition of the vegetation across the site is largely degraded due to historical agricultural uses.

From Emerge's analysis it can be concluded that the presence of these trees and vegetation on the site is not a constraint to more intensive forms of land use. There are opportunities to recognise some of these mature trees in areas of public open space, larger residential lots and wider road reserves where practicable.

3.2 Fauna

The environmental assessment undertaken by Emerge indicates that the Structure Plan area is unlikely to provide important habitat for conservation significant species such as the three black cockatoo species (Carnaby's, Baudin's and forest red tailed) or western ringtail possum.

The scattered paddock trees are unlikely to support breeding or foraging by the three black cockatoo species, with peppermint trees a low priority foraging species and not known to support breeding. The scattered trees are also unlikely to support western ringtail possum, given the lack of understorey and mid-storey species and also the lack of canopy connectivity and connection to other areas of remnant vegetation adjacent to the site.

Emerge notes that the vegetation located within the Caves Road reserve to the north of the site may support habitat for fauna species, particularly western ringtail possum, given it has a well-connected canopy and is connected to other areas of intact native vegetation. Development of the Structure Plan area will not result in any significant disturbance of this area as it is located outside of the site boundary, and any clearing will be limited to a narrow access road to Caves Road in the location of the current access driveway to lot 4.

3.3 Landform and Landscape

The Structure Plan area is relatively flat and level, with the majority of the site, including the northern and eastern areas sitting at or around 2.5m – 3m AHD. The site does fall away slightly to the south, coinciding with the mapped flood fringe and floodway area. A finished level of 3m AHD for all buildings is required in order to meet the requirements of the City's CHRMAP. This can be achieved with minimal fill across the majority of the site, while the lower lying areas will be retained as multiple use public open space, performing drainage and recreation functions for future residents, and ensuring that the existing landform is recognised appropriately.

The current landscape qualities of the site are predominantly rural in nature, with broadacre pasture areas and some scattered trees and vegetation. There are no ridgelines, elevated positions or mapped views of significance within the Structure Plan area or nearby which warrant a specific landscape response.

The vegetation within the Caves Road reserve, ranging from approximately 5m up to 70m in width, screens the Structure Plan area from view from Caves Road and ensures that the landscape visible from the Caves Road transport route will not be significantly altered.

There are opportunities for the Structure Plan design to respect and respond to the rural character of the landscape through retention of mature trees and dispersion of public open space generously throughout the Structure Plan area, and to provide a managed interface to Caves Road where required.

3.4 Floodways and Wetlands

The Department of Water and Environmental Regulation has confirmed that a small area within the low-lying south western portion of lot 4 is identified as a floodway, while the area immediately surrounding is classified as flood fringe. The floodway is essentially a small 'offshoot' of the main floodway located further to the south and outside of the Structure Plan area. The floodway and flood fringe are shown at Figure 7.

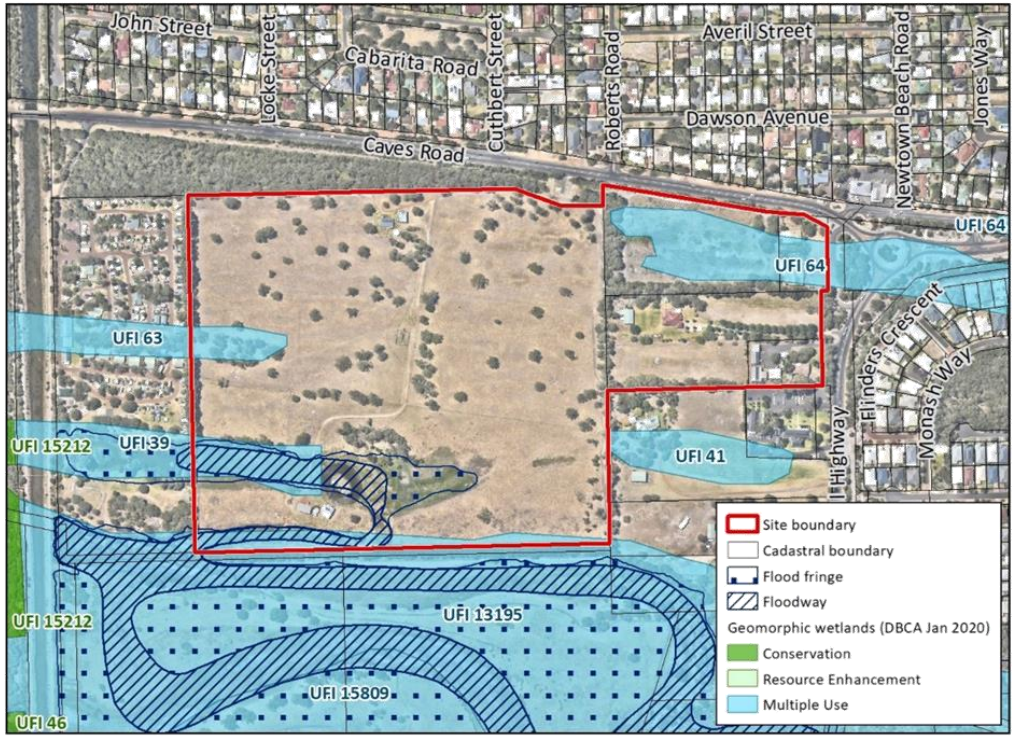
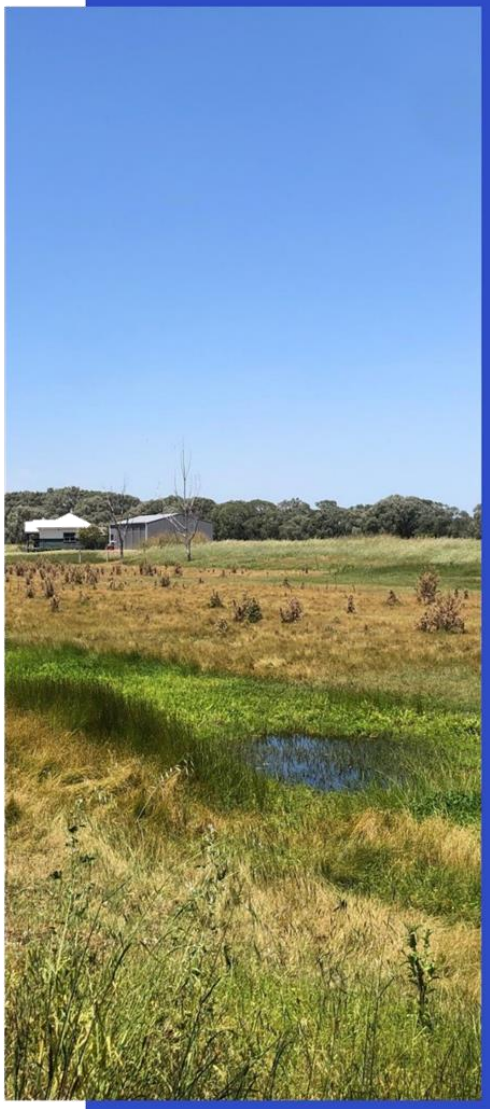


Figure 7 Floodway and Waterway Features Mapping



The presence of a floodway in and adjacent to the Structure Plan area is not a constraint to the development of the remainder of the Structure Plan area. The floodway can be accommodated and integrated within larger areas of public open space, and is capable of being used as part of the broader open space network when not in flood.

Pre-lodgement consultation with the DWER has confirmed that the flood fringe may be filled and developed and does not require any specific treatment.

There are no Conservation Category Wetlands or Resource Enhancement Wetlands identified within the site. A small portion of the Structure Plan area in the south and west is mapped as Multiple Use Wetland (MUW), and a smaller MUW is located in the northeast of the site. MUWs are not a constraint to development and are generally not required to be retained or accommodated spatially. Further consideration of floodways and MUWs will be set out in the Local Water Management Strategy at Appendix 2, and at future stages of the planning process in accordance with the WAPC's Better Urban Water Management Guidelines.

3.5 Surface and Groundwater

Consistent with the overall topography, surface water and stormwater runoff typically drains in the southerly direction towards the floodway at the southern boundary of the Structure Plan area. Sandy soils, particularly in the northern half of the site, allow for a good rate of infiltration at source, ensuring that there is minimal need for conveyance swales and / or large detention basins.

Groundwater monitoring indicates that the winter peak typically sits at or around 1.19 m below ground level (BGL) in the north-eastern portion of the site; and 1.54 m BGL in the central southern portion of the site. The maximum groundwater level beneath the site therefore ranges from 2.1m AHD along the eastern boundary to 1.5m AHD in the south eastern corner of the site. Given the majority of the site will sit at or above 3.0m AHD, the groundwater is not a constraint to development and can be managed through the subdivision and development processes in the usual manner.

3.6 Bushfire

The entire Structure Plan area is designated as 'bushfire prone' by the Office of Bushfire Risk Management (OBRM) mapping, however detailed assessment confirms that bushfire is not a constraint to development, and that the bushfire risks, which are located external to the site, can be easily managed through the imposition of appropriate interfaces, setbacks and bushfire attack level (BAL) construction requirements where necessary.

The most significant bushfire hazards external to the Structure Plan area are the vegetation within the Caves Road reserve to the north, and grassland vegetation (including a strip of trees) to the south (and the boundary shared with the Broadwater Nature Reserve Swamp). Temporary grassland hazards exist to the east, associated with existing rural lots proposed for future urban development.

BAL ratings of BAL-29 or lower for residential lots can easily be achieved through provision of setbacks to the bushfire hazards adjacent to the site, through a combination of wide public road reserves, public open space, and in limited scenarios the imposition of larger setback requirements within the lots. A map depicting the likely BAL ratings is depicted at Figure 8. The outcomes of the BMP are discussed further in Section 4.7.

3.7 Aboriginal and European Heritage

The Structure Plan area does not contain any Aboriginal heritage sites or places. There is an 'Other Heritage Place' (ID 5337), which is mapped as extending slightly into the western portion of the site, however it is understood that it is likely to be associated with the drain further to the west based on information provided in the Buayanyup River Action Plan (Geographe Catchment Council 2010), where the Aboriginal site is described as being associated with the drain.

Newtown House, which forms part of the Amelia Park complex, is located within Lot 11 (5850) Bussell Highway, adjacent to the Structure Plan area. Newtown House is recognised by the City of Busselton as having local (European) heritage value. Urbanisation of the Structure Plan area is unlikely to impact the heritage values associated with Newtown House owing to its substantial setback from the northern lot boundary, being the site's only boundary with the Structure Plan area.

3.8 Regional Road Network – Access and Capacity

The Structure Plan area abuts Bussell Highway and Caves Road to the east and north respectively. Both of these roads are regional roads under the care and control of Main Roads WA, ensuring direct and efficient access from the Structure Plan area to the external road network. Gaining safe and efficient access to and from the regional network is an important consideration for the urbanisation of the Structure Plan area.

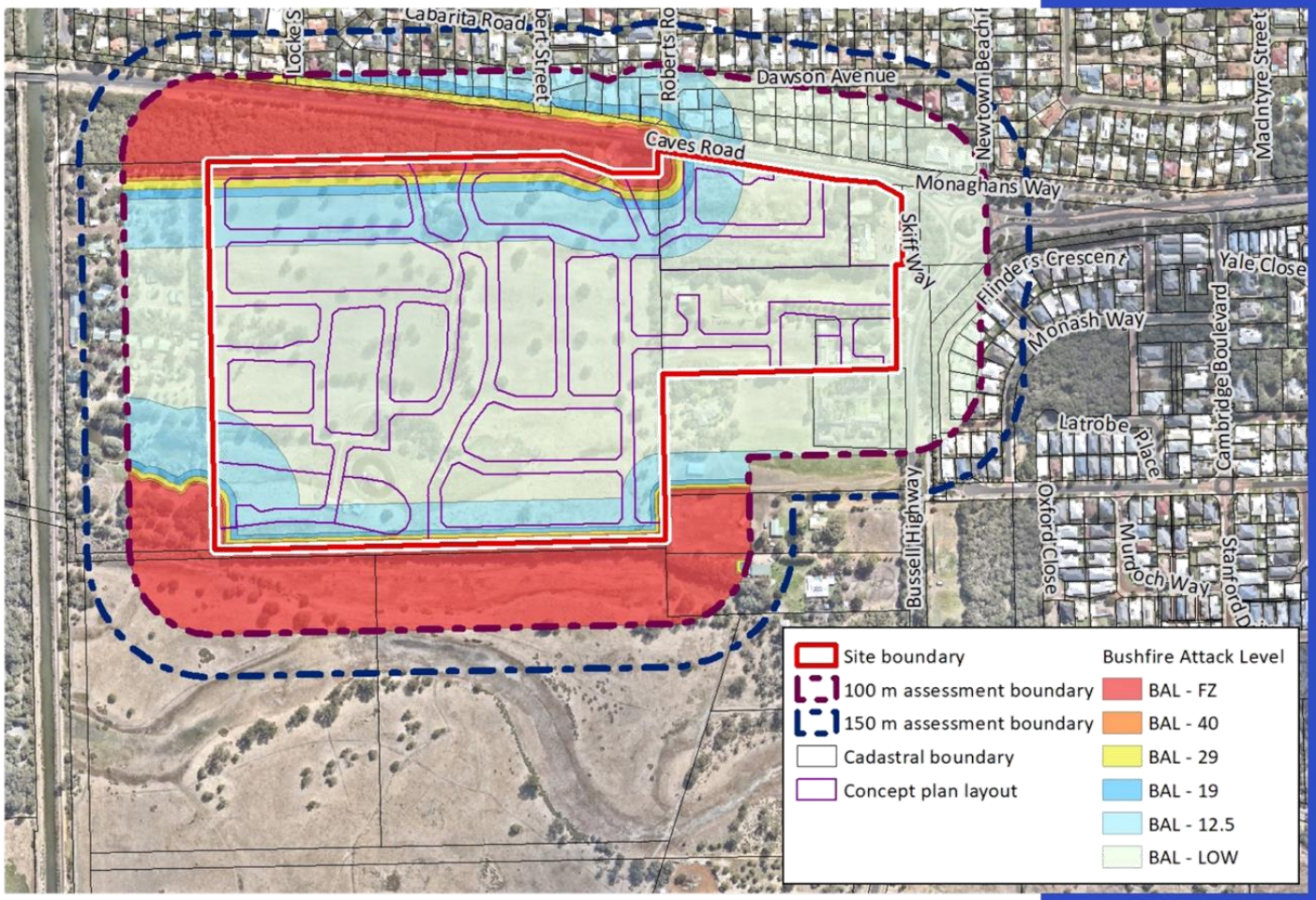


Figure 8 BAL Contours

3.8.1 Future Regional Road Network

There is a planned regional road linking Vasse to Dunsborough (referred to as the Vasse - Dunsborough Link or 'VDL') which is intended to relieve the pressure on Caves Road, and provide a more efficient connection between Vasse and Dunsborough. The alignment definition phase of the project is now complete, and Main Roads is now in the preliminary design and land acquisition phases. Notwithstanding, the timing for construction of the VDL is unknown, and not within Main Roads' 5-year capital budget.

Once operational, the VDL will have a significant impact on traffic volumes on Caves Road, with a reduction in the order of 80% being forecast by Main Roads (8,000 vpd down to 1,600vpd). The reduced traffic volumes enable improved access and permeability to Caves Road and minimise the need for significant intersection infrastructure such as roundabouts or traffic signals to be installed.

3.8.2 Access to the Regional Road Network

Given the uncertainties around timing of the VDL, it is necessary to investigate whether the Structure Plan area can gain access to the regional road network even if the VDL does not eventuate within the timeframe that the Structure Plan area is fully developed.

Stantec has undertaken a review of the regional road network, its capacity to accommodate any additional traffic arising from the Structure Plan area, and the most suitable locations and types of intersections to the regional network. Their investigations included extensive consultation with Main Roads WA in order to confirm future planning for the regional network, and to demonstrate that the transport characteristics of the Structure Plan are acceptable.

Main Roads has accepted Stantec's findings in principle and has confirmed that there are no fatal flaws from a traffic perspective which would prevent the development of the Structure Plan area. A copy of Main Roads' preliminary advice is appended to Stantec's traffic report at Appendix 4.

As demonstrated through Stantec's analysis, and as confirmed by Main Roads WA, access to the regional road network from the Structure Plan area can be achieved safely and efficiently without impacting the operation of any part of the regional road network.

3.9 Traffic Noise

As noted in the previous section, Bussell Highway and Caves Road are both identified as 'other significant freight/traffic route' under *State Planning Policy 5.4 Road and Rail Noise* (SPP 5.4). In accordance with SPP 5.4, consideration of noise for sensitive land uses is required within a 200m trigger distance of the road carriageway edge, which includes a portion of the site. As evidenced by the extensive residential development adjacent to both Caves Road and Bussell Highway in the immediate vicinity of the site, it is clear that traffic noise is not a constraint to development.

Under SPP 5.4, new noise sensitive land uses (which includes residential development) within the trigger distance of an existing transport corridor are required to meet the criteria outlined in Table 3.



Table 3: Noise targets as outlined within SPP 5.4

Proposal type	New/upgrade	Noise targets		
		Outdoor		Indoor
		Day (LAeq(Day) dB) (6 am -10 pm)	Night (LAeq (Night) dB) (10 pm – 6 am)	(LAeq dB)
Noise sensitive land-use and/or development	New noise sensitive land use and/or development within the trigger distance of an existing/proposed transport corridor.	55	50	L_{Aeq}(Night) dB) 40 (living and work areas) L_{Aeq}(Night) dB) 35 (bedrooms)

Noise exposure forecast tables provided as part of the implementation guidelines for SPP 5.4 indicate noise impacts requiring treatment (quiet house design) could occur for dwellings less than 40m from the road carriageway, based on this being a 1-2 lane road with a speed limit between 60 – 80 km/hr and in a rural area (as opposed to an Urban Region Scheme area). Noise impacts can be managed as per the standard planning and development process, including use of setbacks and quiet house design, with the implementation guidelines indicating the following:

- Within 0 – 20 m of the road carriage way, noise target could be exceeded between 3-7 dB, and quiet house design package B could apply; and
- Within 20 – 40 m of the road carriage way, the noise target could be exceeded by between 1-3 dB, and quiet house design package A could apply.

It should be noted that any noise impacts arising from Caves Road are likely to decrease in future due to the forecast decrease in traffic volumes along these routes over time once the Vasse – Dunsborough Link is delivered.

This preliminary analysis demonstrates that not only is traffic noise not a constraint to development, but also that an acceptable standard of noise attenuation can be achieved without having to construct a physical barrier such as a wall or bund. As such, the road noise will not have any impact on the Structure Plan from a spatial perspective.

The noise assessment is part of the Environmental Assessment included at Appendix 1.



3.10 Servicing

Consulting civil engineers Stantec have undertaken a review of the availability of existing services in the locality, and their capacity to service the Structure Plan area when developed.

Stantec's findings confirm that all major service infrastructure currently exists within close proximity to the Structure Plan area, without any major upgrades or feeder extensions required to service the increased load demands from the Structure Plan area. A brief summary of Stantec's findings is below, while the full servicing report is included at Appendix 5.

3.10.1 Earthworks

Stantec's analysis demonstrates that the Structure Plan area is capable of accommodating finished floor levels (FFL) of at least 3.0m AHD to meet the requirements of SPP2.6. In order to achieve FFLs of 3.0m or greater, and to maintain adequate clearance to ground water, some imported fill will be required however this will be minimal compared to other lower lying urban areas in greater Busselton and is not a constraint to development. The Local Water Management Strategy includes some preliminary lot and invert levels, with more detailed earthworks modelling to be undertaken at subdivision stage.

Final lot, road and public open space levels will be determined at detailed design stage in consultation with the City of Busselton.

3.10.2 Wastewater

The Structure Plan area is required to be serviced with reticulated sewerage in accordance with the Government Sewerage Policy. Stantec's analysis confirms that there are existing Water Corporation assets adjacent to the site which have been sized and located such that they will service the entire Structure Plan area.

Water Corporation has a gravity sewer network that services the catchment north of Caves Road, while two sewer pressure mains are located within the southern verge of Caves Road. A Type 40 sewer pump station (Busselton Pump Station No. 24) is located on Caves Road adjacent to the north eastern corner of Lot 4. This pump station collects sewage from the surrounding gravity sewer north and east of Lot 4, and pumps it to the Type 90 pump station located within the light industrial development in Vasse via the 200mm diameter sewer pressure main. This pump station has capacity to service the Structure Plan area once it is fully developed.

Consistent with the EPA's Guidance Statement 3 *Separation Distances between Industrial and Sensitive Land Uses*, a Type 40 WWPS requires a 10m odour buffer from the wet well location. In this instance the wet well is set back more than 10m from the Structure Plan boundary, and as such, will not have any implications for the Structure Plan design.

A map depicting the location of the pump station in relation to the Structure Plan area is shown at Figure 9.

3.10.3 Reticulated Water

The Structure Plan area will be provided with reticulated potable water via the two existing water mains within the Caves Road reserve. Civil engineers Stantec are currently working with Busselton Water to progress hydraulic modeling to determine whether there is sufficient capacity in the DN250 water main in Caves Road. In the event that there is not sufficient capacity, the DN375 main can be extended into the site from the eastern end of the Structure Plan. Regardless of the preferred method of delivery, there is an available potable water supply available to the Structure Plan area.

3.10.4 Underground Power

The Structure Plan area has access to the existing HV underground cables located in the Caves Road reserve (south side). Western Power has confirmed that there is sufficient capacity in the network to service the Structure Plan area once it is fully developed.

3.10.5 Gas

There is an existing gas main in the Bussell Highway reservation to the east of the site. ATCO has confirmed that there is sufficient capacity in the network to accommodate a connection serving the Structure Plan area without any additional upgrades required.

3.10.6 Telecommunications

There is an existing NBN fibre optic cable located in the Caves Road reserve which can provide a connection to the Structure Plan area. A fibre-ready pit and conduit network will be installed as part of subdivision works to service two lots per pit so that future residents have access to the NBN network as soon as it is made available to the Structure Plan area.





Figure 9 Sewer Pump Station

Part 4 – Abbey South Structure Plan

The Structure Plan takes into consideration all of the site characteristics, local context, policy context, and the physical opportunities and constraints identified in the previous sections of this report, and demonstrates an indicative urban form that is efficient, robust, and responds to the local character.

The Structure Plan map is included as Figure 10, while an indicative Concept Plan is Figure 11. The Concept Plan demonstrates one possible manner in which the site could be developed consistent with the Structure Plan map and implementation provisions.

4.1 Structure Plan Guiding Principles

Development of the Structure Plan and Concept Plan is based on the following key principles:

- Ensure a landscape-led plan where the focus has been on understanding the local vernacular and characteristics that make Abbey a unique place within the Geographe region and the broader South West region, and using this to inform the overall design of the site.
- Address the principles of SPP6.1 by maintaining the vegetated buffer to Caves Road.
- Provide for a range of residential densities and housing typologies that recognise the local context and market conditions, as well as achieving key planning objectives.
- Respond to the existing commercial land uses and provide for their continuing evolution over time through a flexible framework.
- Enable a highly connected, pedestrian-friendly neighbourhood where walkability and access to local convenience and amenity is paramount, and car-dependence for local trips is minimised.
- Recognise and retain existing mature trees within areas of public open space and widened road reserves wherever practicable.
- Incorporate drainage detention and treatment areas into the broader open space network in a manner that maximises useability and amenity of the open space.
- Minimise access points to the external road network to minimise disruption to the regional network and retain the integrity of the ecological linkage within the Caves Road reserve.
- Recognise the mapped floodway within a broader expanse of open space, to enable full integration of the drainage and floodway functions within high-amenity, useable public open space reserves, and to ensure that road crossings do not impede the flow of water in flood events.
- Respect and retain the existing site levels and topography where possible in order to minimise the need for fill, and to achieve a minimum finished floor level of 3.0m AHD for residential lots.
- Include wider local road reserves where appropriate to accommodate bushfire setbacks and roadside swales, and to provide a suitable interface to the RAC Holiday Park on the western boundary.

The following subsections summarise the key attributes of the Structure Plan and how it responds to the site and policy context.

4.2 Urban Form

Based on the principles described in the previous section, the Structure Plan adopts a contemporary urban form that allows for a high degree of permeability and walkability on both the east-west and north-south axis. This 'modified grid' pattern of subdivision allows for efficient distribution of vehicle traffic, provides a safer environment for pedestrians and cyclists, and ensures that open space areas are typically visible and accessible within direct line of sight from almost every dwelling.

In this instance the modified grid layout has been adapted to recognise key attributes of the site including the mature peppermint and eucalypt trees throughout, the natural floodway area to the south, and the interface to Caves Road.

Crossings over the floodway are minimised so as to not impede water flow in storm events. This has the effect of creating a small residential peninsula in the south of the Structure Plan area. The Structure Plan ensures that this peninsula is limited to those areas with higher ground level and no environmental or physical constraints, and identifies a low density code of R10 which better responds to the natural setting and context.

Managed interfaces are provided through wider local access roads along the western and northern boundaries of the Structure Plan area to ensure adequate setbacks for bushfire mitigation, as well as to respect and retain the existing vegetated interface to Caves Road. A short cap road has been shown in the north eastern corner of the Structure Plan area (lot 12) to enable the retention of the existing trees within the Caves Road reserve, as well as to provide a landscaped interface to Caves Road and avoid the appearance of rear fences when viewed from Caves Road.



Figure 10 Structure Plan Map



Figure 11 Concept Plan

4.3 Land Use

Given the relatively 'contained' nature of the Structure Plan Area, and the fact that it is located some distance from any of the major centres, opportunities for employment and / or tourism generating land uses within the Structure Plan area are extremely limited, and the most suitable land use for this area is residential housing in order to accommodate greater Busselton's growing population.

The Structure Plan shows a predominantly residential zoning, with potential for small scale commercial and / or tourism uses at lot 402 (The Shed Markets) to complement the existing local centre on the opposite side of the intersection of Caves Road and Bussell Highway.

The Structure Plan presumes that the existing commercial land uses fronting Bussell Highway will remain in place for the short to medium term, however is flexible and sufficiently robust that it can accommodate changes to the intensity of these uses over time. This has been primarily achieved by providing vegetated interfaces to the existing commercial uses in order to protect the amenity and function of both uses, and allocating appropriate density codes to promote a range of housing typologies if and when the market demands this level of diversity.

With the exception of lot 402 (local centre), and the areas of public open space (recreation reserve) described further in the following sections, the entirety of the Structure Plan area is zoned Residential. As well as residential housing, the Residential zone allows for other community-based land uses such as aged care facilities, childcare centres and places of worship to be approved in the future should the market demand such services.

Lot 402 is zoned Local Centre in recognition of its current land use (The Shed Markets) as well as its potential to complement the existing local centre on the opposite side of the Caves Road / Bussell Highway intersection. The Structure Plan includes a requirement that a Local Development Plan be prepared prior to subdivision or development of the Local Centre zone in order to better coordinate and guide an appropriate land use and built form outcome in this location.

4.4 Housing Density and Yield

The Structure Plan has the potential to yield approximately 350-400 dwellings at full development. Densities are mixed through the Structure Plan area, with potential for higher medium density ranges (R30-R60) located closer to the corner of Bussell Highway and Caves Road, where access to the existing local centre, commercial uses and the coast is easily achieved.

An R20 code has been applied to the majority of the site, which will allow for a range of lot sizes from 350m2 up to 900m2 in area, accommodating a diverse range of housing types and price points. Lower densities of R10 are provided for on the southern 'peninsula' adjacent to the floodway. This lower code recognises that this area is well suited to lower density housing due to the distance from the nearest amenities, and the engineering challenges and costs associated with constructing typical urban lots in this location. It is envisaged that this area will accommodate a small number of lots between 1,000m2 – 2,000m2 in area, with the filled areas limited to the building envelopes of the dwellings to minimise fill and retaining requirements.

The Local Centre zoned area has been allocated a density code of R60 to promote mixed use development incorporating some form of medium density housing.

4.5 Open Space

The Structure Plan delivers an integrated network of open space that responds to and respects the natural features of the site, whilst also providing for way-finding, connectivity and a high standard of amenity throughout the Structure Plan area. The following sections summarise the overall principles and the specific form of the public open space network within the Structure Plan area, while the POS and Landscape Strategy at Appendix 6 provides further detail as to the form and function of the POS network.



4.5.1 Open Space Principles

The allocation, distribution and function of public open space is based on the following core principles:

- **Connected** – A strong north-south green spine is provided through the centre of the Structure Plan area that connects residents with Caves Road and Abbey Beach through a network of paths, vegetation and open green spaces.
- **Multi-functional** – Each open space area is multi-functional, combining integrated stormwater / drainage treatment and management with open areas for passive recreation and informal play, while also respecting and responding to the existing vegetation to ensure a high standard of amenity across all open space areas.
- **Environmentally Responsive** – The open space network is responsive to its environment and context through the retention of mature trees and vegetation, and its recognition of the natural topography and the floodway area to the south. The floodway area in particular will be fully integrated within the broader open space network, while at the same time remaining largely unmodified in order to continue to serve its primary function as a floodway for major storm events.
- **Respectful** – The open space can function as either an irrigated or non-irrigated network of high quality open space, ensuring that future restrictions on irrigation will not adversely impact the POS network.
- **Accessible** – Consistent with Liveable Neighbourhoods, all residential areas are comfortably within 150m-300m safe walking distance to the nearest local park, while the local road network has been designed to terminate at and / or connect open space areas wherever practicable.
- **Equitable** – The open space has been distributed throughout the Structure Plan area such that each individual landholding is capable of achieving a minimum of 10% POS as a standalone subdivision if required.

Landscape Architects Emerge Associates have prepared an open space strategy and landscape concepts to demonstrate how these open space areas can potentially be developed to incorporate the abovementioned principles. Emerge's concepts include both an irrigated and non-irrigated concept for each POS area, ensuring that in the event that an adquate water allocation cannot be secured, the POS will continue to be highly functional and of the highest quality. A copy of Emerge's POS Strategy and concepts is included as Appendix 6, and the overall landscape concept for the Structure Plan is shown at Figure 12.

4.5.2 Open Space Investigation Area

As noted in section 2 of this report, the Leeuwin – Naturaliste Sub-regional Strategy identifies the southern portion of the Structure Plan area as 'Public Open Space Investigation'.

As discussed and agreed with the WAPC and Department of Planning, Lands and Heritage in November 2021, the Open Space Investigation area does not necessarily dictate that the entire area should be set aside for conservation or recreation purposes. Rather, it is recognition of the land's current 'Conservation' zoning and the need for further work to be done to determine the extent of land needed for flooding / drainage / conservation and recreation purposes. It was agreed that this Structure Plan is the most appropriate 'vehicle' through which to carry out the necessary investigations.

As demonstrated in the Environmental Assessment and Local Water Management Strategy appended to this Structure Plan, the natural values of this Investigation Area are limited to the portion of mapped floodway itself, which was identified in section 3.4 and identified spatially in Figure 7. There are no distinct flora, fauna, wetland, heritage or other environmental values located in this area which would prevent its development.

Consistent with good urban planning principles, the Structure Plan leaves the floodway area unmodified in order to retain the pre-development hydrology. It then integrates the floodway into a broader expanse of open space, ensuring that it will be entirely useable through the summer months and in drier periods, whilst still retaining its core function as an unmodified floodway.

The recognition of the floodway and integration within the broader POS network is balanced against the Liveable Neighbourhoods principle of ensuring urban land and potential urban land is used efficiently and effectively to meet the needs of a growing population.



Figure 12 Landscape Concept

4.5.3 Public Open Space Schedule

The Structure Plan includes five main areas of public open space, comprising approximately 4.6ha, or 15% (gross) of the Structure Plan area. When applying Liveable Neighbourhoods credits and deductions, the Structure Plan provides 3.22ha of 'creditable' open space, which equates to 11.3% of the gross subdivisible area. This is demonstrated further in the POS Schedule at Table 4 below.

Table 4 – Public Open Space Schedule

Lots 4 & 12 Caves Road and Lots 14, 15 & 402 Bussell Highway

Gross Site Area					**30.4971**
	Deductions				
	Local Centre Zone			0.582	
	100 year Floodway			1.289	
	1 in 1 year drainage in POS			0.107	
	Total Deductions				**1.978**
Gross Subdivisible Area (gsa) [2]					**28.5191**
Public Open Space Contribution				**10% of GSA**	**2.852**
8%	Max % of Restricted Public Open Space Permitted			0.5704	
2%	Min % of Unrestricted Public Open Space to be provided			2.282	
Public Open Space Breakdown					
POS Ref	Description	Gross Area[3]	1 in 1 year	1:5y ARI (>1 year and up to 5 year ARI)	Unrestricted POS Area
1	Entry Park	0.5412	0.0115	0.0261	0.5036
2	Western Park	0.6034	0.0125	0.0276	0.5633
3	Green Corridor	1.451	0.0465	0.0465	1.3580
4	Eastern Park	0.3932	0.0225	0.0430	0.3277
5	Bussell Park	0.3420	0.0135	0.0225	0.3063
TOTALS		**3.33ha**	**0.107**	**0.1657**	**3.0573**
	Total Non-Credited POS[4]			1.396	0.00%
	Total Restricted Use POS			0.1657	0.58%
	Total Unrestricted POS			3.0573	10.72%
	Total Creditable POS Provision			3.223	11.3%

Notes:

1. *All numerical areas in this table are expressed in hectares (ha) unless otherwise shown.*
2. *In accordance with Liveable Neighbourhoods, the gross subdivisible area includes house lots, access roads, and any land incidental to the subdivision. The gross subdivisible area does not include areas for schools, shopping centres, infrastructure, dedicated drainage sites not having a recreational function and land set aside for arterial roads and other non-residential uses.*
3. *The Gross Area of the respective parks excludes the mapped floodway area which has been taken out as a deduction.*
4. *The non-credited POS (i.e. POS which is treated as a deduction) includes all areas of POS which are not included in the 10% calculation. This includes the 1:1 year area as well as the total area of the mapped floodway.*

The size and function of the POS network is subject to further refinement and revision at subdivision stage, at which point it may be necessary to prepare an updated POS schedule. A provision has been included in the Implementation section of the Structure Plan to require an updated POS Schedule to be submitted at subdivision stage where changes to the POS network are proposed.

4.5.4 Public Open Space Description

The following provides a brief description of the function and intent of each of the five POS areas identified on the Structure Plan map.

POS 1 – Entry Park (5,400m²)

The entry park is located immediately to the west of the main entry to the Structure Plan area from Caves Road. It has been deliberately located to capture the existing mature vegetation that currently surrounds the homestead, and to provide a strong sense of arrival when entering the estate from Caves Road. As well as a playground, and potentially a sales office in the short term, POS 1 will accommodate a shallow drainage basin which will be integrated with the trees and surrounding open space area in accordance with best-practice landscape design.

An indicative landscape concept of POS 1 is shown at Figure 13.

POS 2 – Western Park (6,000m²)

The western park has been deliberately located to capture the mature Marri trees and other eucalypts in this location. At present these trees are paddock trees with minimal understory, and as such are well suited to providing a shady recreation space without creating a bushfire hazard for nearby residents. The unvegetated area at the eastern end of this park will accommodate a small amount of drainage from the surrounding roads, while the rest of the park will be parkland-cleared and landscaped to a high standard.

POS 3 – Green Corridor (2.7ha)

At approximately 2.7ha, POS 3 is the largest POS area in the Structure Plan. At the northern end POS 3 creates a seamless extension to the south from the entry park, and captures a number of the better-quality eucalypts and peppermint trees within this central spine. Towards the southern end POS 3 accommodates the mapped floodway area, which, although entirely useable as an active kick-about space, will largely be unmodified due to the need to convey floodwater in major storm events. For the purposes of calculating POS credits, the floodway area has been treated as a non-creditable deduction, however in reality will provide a high level of useability and visual amenity as part of the broader POS network.

POS 3 encircles the low-density peninsula in the south west corner of the site, and has the potential to provide a pedestrian / cycle connection to the dual use path that runs along the Buayanyup Drain to the west of the site via the Fox Road reserve.

Overall, POS 3 provides an important role in pedestrian and cyclist connectivity between the southern portion of the Structure Plan area and Caves Road, as well as passive recreation opportunities and amenity for future residents.

POS 4 – Eastern Park (3,900m²)

The eastern park has been located to capture the grove of peppermint trees that sit along the boundary between lots 4 and 12 Caves Road. These trees provide a southward extension of the vegetation in the Caves Road reserve, and a precinct-defining break in the perimeter road that runs along the northern end of the Structure Plan area. It is intended that with the exception of some thinning and maintenance within this park, the existing trees will largely be undisturbed and retained.

The western portion of POS 4 is predominantly cleared of vegetation, and as well as providing an important drainage function for the northern catchment, will also provide a local active kick-about area.

POS 5 – Bussell Park (3,400m²)

POS 5 is located to the north of the existing tavern at the Amelia Park lodge in the easternmost portion of the site. As well as providing for vegetation retention and local drainage, POS 5 has the potential to function as a local play area and can potentially be integrated with the Amelia Park lodge and future medium density residential areas fronting Bussell Highway.



Figure 13 Landscape Concept



PUBLIC OPEN SPACE 1

POS TYPOLOGY
- Feature park

SIZE
- POS 1 = 5400m²

BASIN - BRA CT03

1%AEP TWL (m2)	115
Volume (m3)	45
Slope	1:3
Depth (m)	0.5

BASIN - FSA CT03

1%AEP TWL (m2)	545
Volume (m³)	310
Slope	1:6
Depth (m)	1.0

CONCEPT
- Feature park immediately west of the main entry providing a strong sense of arrival playful open space under retained existing vegetation
- Community focal area with space for small events.

FUNCTIONS / MATERIALS
- Combination of nature play and custom play under tree canopy
- Shade structure and picnic facilities
- Part of the cycle/jogging network to the beach

ENVIRONMENTAL CONSIDERATIONS
- Source local materials where possible
- Large grouping of existing trees to be retained for shade and fauna habitat
- Water-wise native planting selection
- Flood storage provision
- No irrigation

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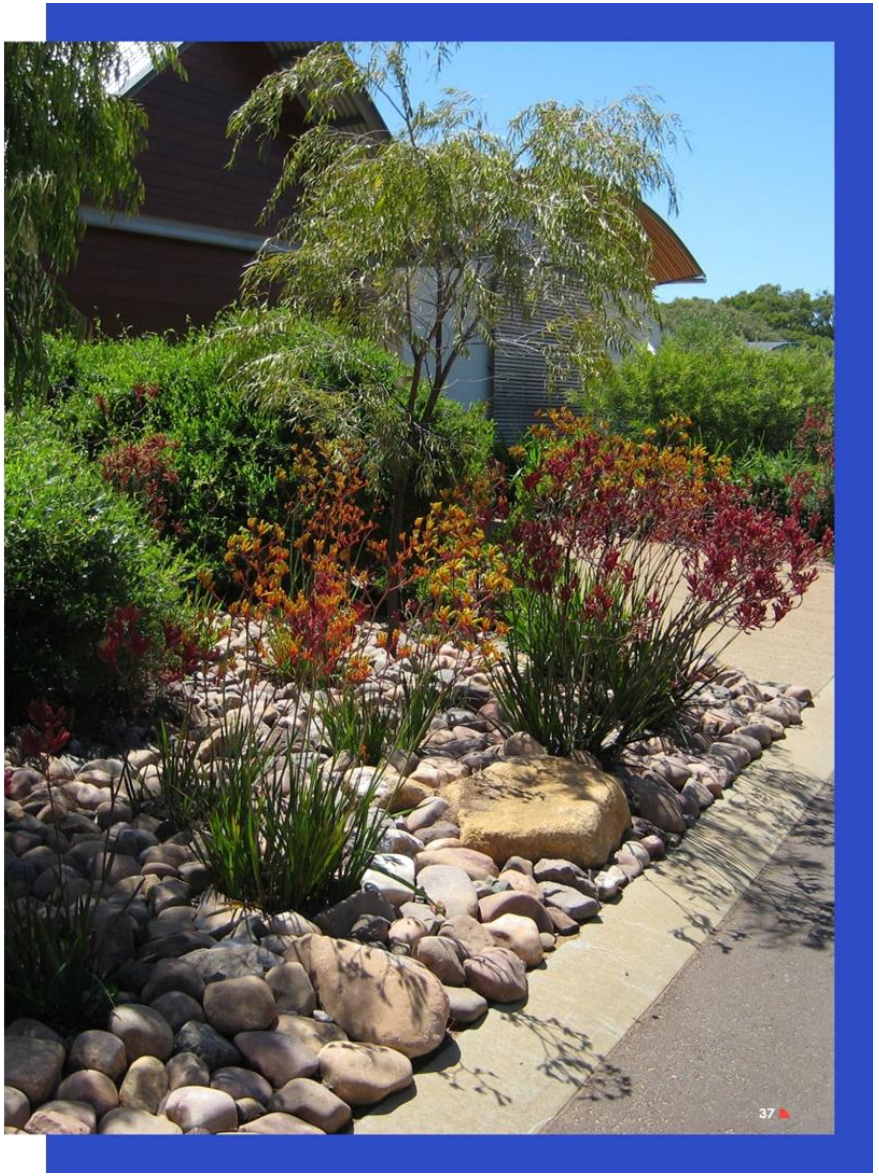


4.6 Drainage and Water Management

Emerge has prepared a local water management strategy (LWMS) which meets the requirements of Better Urban Water Management (WAPC 2008), and demonstrates how both ground and surface water can be managed as part of the development of the Structure Plan area. A plan depicting the overall drainage catchments and strategy is Figure 14.

The LWMS has been prepared in consultation with the Department of Water and Environmental Regulation (DWER) and the City of Busselton to ensure it can meet their requirements. The LWMS takes an integrated water cycle management approach and application of Water Sensitive Urban Design (WSUD) principles to provide improvements in the management of water. The key principles of integrated water cycle management considered in the LWMS include:

- Considering all water sources, including wastewater, surface water and groundwater.
- Integrating water and land use planning.
- Allocating and using water sustainably and equitably.
- Integrating water use with natural water processes.
- Adopting a whole catchment integration of natural resource use and management.

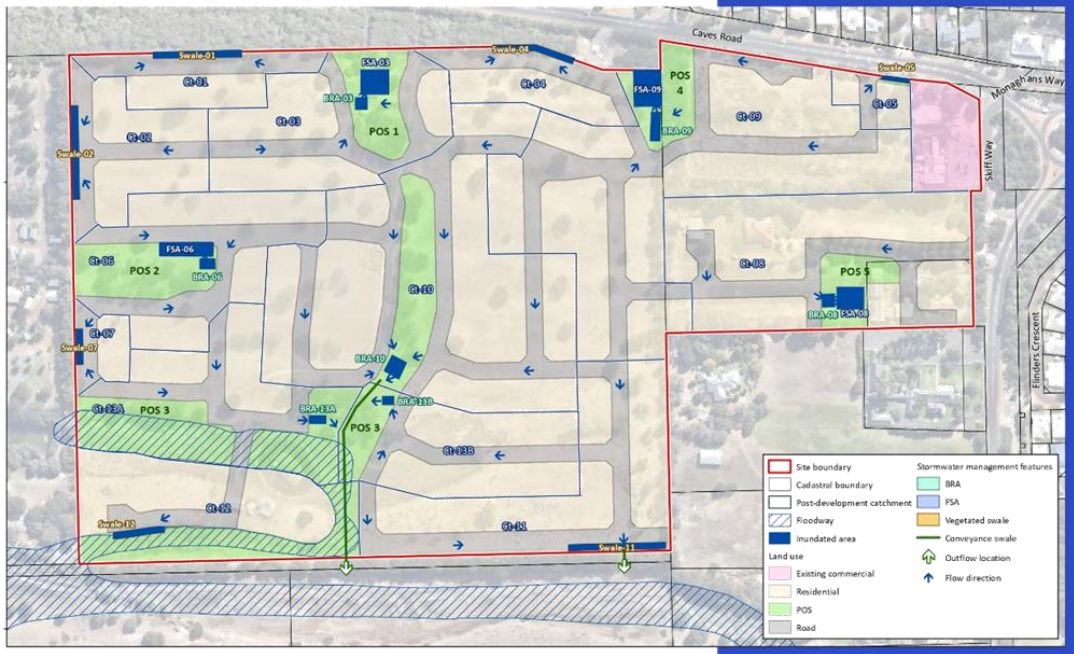


Figure 14 Drainage Strategy

The LWMS integrated water cycle management approach addresses not only physical and environmental aspects of water resource use and planning, but also integrates other social and economic concerns. Proposed water management design objectives seek to deliver best practice outcomes in terms of:

- Water consumption/conservation;
- Surface water management;
- Groundwater management.

The integrated water cycle management for the site is based on the agreed environmental values for receiving environments, which are detailed in the LWMS in Appendix 2, and feedback from DWER and City of Busselton. The water management approach proposed in the LWMS and Structure Plan is summarised below.

4.6.1 Water Supply and Conservation

The overall approach to water supply is to utilise scheme water provided via Busselton Water and implement best practise water conservation measures (e.g. water efficient fixtures, use of water sensitive urban design (WSUD) measures, and planting of water wise species) to reduce water demand. Non-potable water for irrigation at lot scale will also be provided by scheme water within private lots and potentially rainwater tanks if installed by lot owner. The key approach for public open space (POS) will be to retain as many of the existing trees as possible, to minimise water use and provide amenity. The surrounding POS areas will be either unirrigated or temporarily supplied (e.g. by watercart) during an establishment period.

4.6.2 Stormwater Management

All residential lots will retain stormwater runoff up to the major (1% annual exceedance probability (AEP)) rainfall event. This is possible given the permeable soils and large lot sizes (500-600m²) where infiltration will occur within soakwells and pervious lot areas, which will also serve to treat the first 15 mm. Runoff from road reserves and POS areas will be treated as close to source as possible using either vegetated roadside swales or a vegetated bio retention area (BRA) where treatment will occur via contact with vegetation and the underlying soil profile. The majority of catchments will either have a POS area that will contain a BRA and a flood storage area (FSA) and catchments with no POS will contain a vegetated swale that will be designed to treat the first 15 mm and retain/detain runoff up to the 1% AEP event. This approach will ensure that the 1% AEP pre-development peak discharge rate and volume is not exceeded and hydraulic connectivity to the adjacent Broadwater Nature Reserve Swamp (BNRS) is maintained.

Consistent with the local character, road runoff will be discharged to bio-retention areas or swales via flush kerbs wherever practicable.

4.6.3 Groundwater Management

Groundwater management will include appropriate clearance of stormwater infrastructure above maximum groundwater levels to facilitate infiltration. These levels are conservatively set to provide mitigation against future rises in groundwater levels which could occur in the future due to potential sea level rise. Adopting a minimum finished floor level of 3m AHD accommodates for adaptive development planning required by the City under the Coastal Hazard Risk Management and Adaptation Plan whilst also providing lots with appropriate clearance to groundwater. Groundwater quality will be improved with a change in land use and the use of WSUD measures.

The LWMS demonstrates that the concepts described above can be achieved by the spatial layout of the Structure Plan. It also provides guidance for future development/design stages to ensure that the water management criteria proposed can be achieved, and to ensure that an integrated water cycle management and best practise WSUD approach can be achieved by the implementation of the Structure Plan.

4.7 Bushfire Mitigation

The entire Structure Plan area is identified as bushfire prone by the State bushfire mapping. The site-specific Bushfire Management Plan prepared by Emerge Associates and included as Appendix 3 confirms that the bushfire hazards are limited to:

- Forest (Class A) vegetation, associated with existing remnant vegetation to the north of the site within the Caves Road reserve.
- Scrub (Class D) vegetation, associated with the RAC Busselton Holiday Park situated to the west of the site.
- Grassland (Class G) vegetation, associated with existing paddock areas to the south and south-east of the site.

The BMP confirms that a BAL rating of BAL-29 or lower can be achieved through the inclusion of a minimum 21m separation between the edge of the hazard and the dwelling.

The Structure Plan responds to these hazards by including a 20m road reserve along the western and northern perimeters of lot 4 which, when coupled with the front setback of the dwelling, will ensure an adequate asset protection zone to achieve a suitable BAL rating. In the south western corner of the Structure Plan where there is no perimeter road, the necessary asset protection zone can be achieved through an 8m setback within the lot. Given the low density coding and minimum lot size of 1,000m², the 8m setback is easily achievable and can be enforced either via a building envelope plan, LDP, or a BAL assessment at building licence stage.

Furthermore, in accordance with the Bushfire Guidelines, the Structure Plan identifies multiple egress routes from

the site, including a secondary emergency egress through the central POS area so that in the event of a bushfire, residents of the western precinct can safely leave the area and move away from the fire. This egress is not intended as a public road, but rather a trafficable crossing through the central POS area. The form, function and management of this emergency egress will be confirmed as part of the detailed landscape design and implementation of the Bushfire Management Plan at subdivision stage.

4.8 Road Network

The Structure Plan makes provision for a comprehensive and connected road network, as described below.

4.8.1 Access to the Regional Network

The Structure Plan includes three access points to the regional road network – to Caves Road in two locations and Bussell Highway in one location. This includes a full movement 'T' intersection onto Caves Road approximately midway between Cuthbert Street and Locke Street to the north. This intersection will serve as the primary access to the Structure Plan area for the short and medium terms. Its functional capacity to service the entire Structure Plan area has been confirmed by Stantec's modelling and is supported in principle by Main Roads WA. A second full movement 'T' intersection is provided further to the east on Caves Road, and a left in/left out intersection is provided to Bussell Highway to the south of Skiff Way in the same approximate alignment as the current crossover to lot 14.

Main Roads has advised that some minor modifications to Caves Road and the existing turn pockets may be required in order to accommodate the new intersections, however Stantec has advised that these modifications are not fatal flaws and can be accommodated through the civil design process at subdivision stage.

In the longer term, the Structure Plan is able to accommodate a second future connection to Bussell Highway further to the south (if required) which could be extended through lot 8 Bussell Highway to connect to the highway. The Structure Plan does not propose this intersection – nor does it rely on it to be able to achieve access to the regional network, however it does allow for a future connection to be constructed by others should it be deemed necessary in the future.

4.8.2 Internal Road Network

The Structure Plan establishes the key principles and functions of the internal road network, with further refinement to occur at subdivision stage once site-specific considerations such as earthworks are better understood. The Structure Plan map depicts an indicative local street network. It is important to note that this network is subject to further refinement at subdivision stage, and the network depicted in the Structure Plan is not intended to be binding on the future subdivider.

Internally, the road network has been designed with the intention of maximising permeability and walkability whilst minimising the need for significant amounts of fill. The road network also provides opportunities for vegetation retention, drainage detention and bushfire buffers within road reserves.

Due to the higher concentration of vehicle traffic, the primary access street into the Structure Plan area from Caves Road is designated as an 'Access Street B' with an indicative reserve width of 16.5m – 17.9m as defined by Liveable Neighbourhoods. A plan depicting the location of the Access Street B is shown at Figure 15.

All other streets in the Structure Plan area are forecast to carry less than 1,000 vpd and are designated as Access Street D. Typically, these access streets will be within a 15m reserve (6m pavement and 4.5m verges) with the exception of the perimeter roads which are wider reserves of 20m, intended to accommodate bushfire setbacks and drainage swales within the wider verge. An indicative cross section of the perimeter road is shown at Figure 16, and demonstrates how the reserve can accommodate the drainage swale as well as the road pavement and other infrastructure.

There may also be some localised instances where the road reserve is widened to accommodate an existing tree within the verge. These will be determined at Structure Plan stage once a detailed tree survey has been completed and earthworks design levels are confirmed.

4.8.3 Pedestrian and Cyclist Network

The Structure Plan provides a highly permeable layout with strong north-south and east-west linkages.

The north-south linkage is via the central open space corridor which connects the southern end of the Structure Plan area to Caves Road via an almost uninterrupted open space network. Once at Caves Road, pedestrians can access Abbey Beach and the Geographe Bay Principal Shared Path via Cuthbert Street and Roberts Road to the north.

The primary east-west linkages are along the northern perimeter road and through POS 1 and 4, or via any number of the east-west local access streets that cross the Structure Plan area. These linkages greatly improve connectivity between the RAC Holiday Park to the west and the local centre, tavern, and Shed Markets to the north-east.

Due to the low traffic volumes on all roads there is no need for designated on road cycle lanes, while footpaths and shared paths provide safe conveyance for pedestrians and other vulnerable road users.

Footpath locations and widths will be determined in consultation with the City of Busselton at the detailed design stage of the project.

Figure 15 Road Hierarchy Map

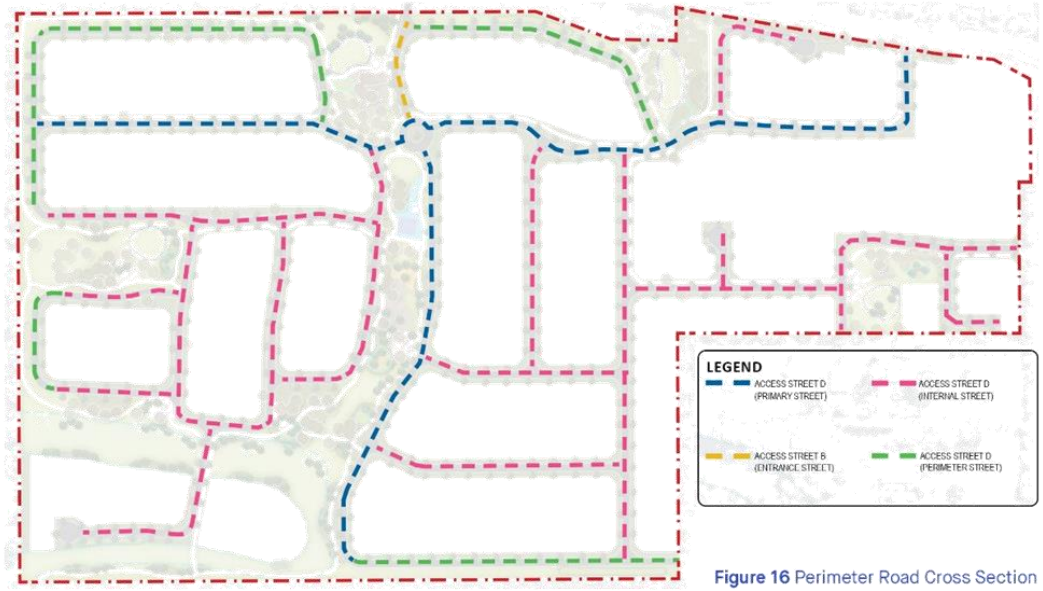
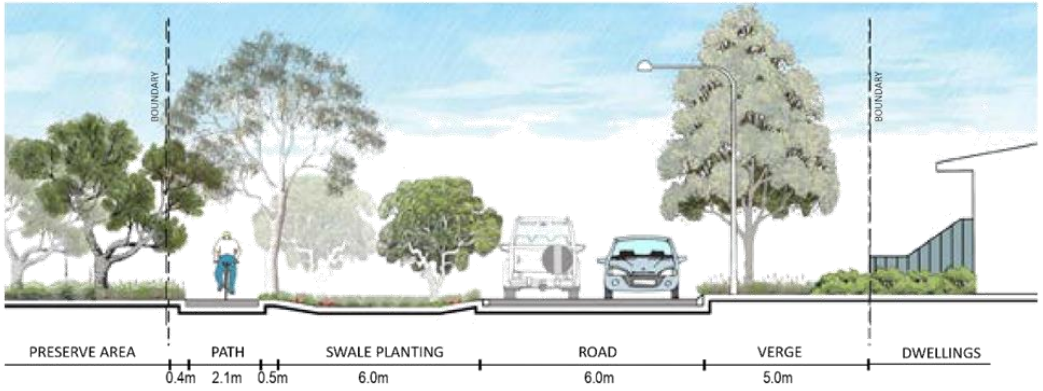


Figure 16 Perimeter Road Cross Section



4.9 Delivery Staging and Development Contributions

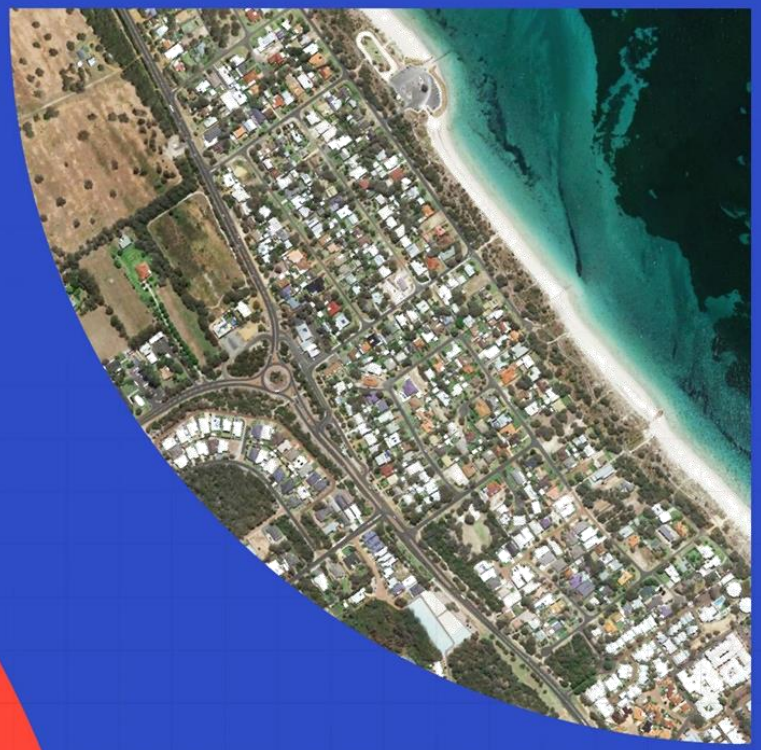
Due to the minimal site preparation required as well as the availability of services and accessibility from the regional road network, the first stages of the Structure Plan can feasibly be delivered to the market within 24 months.

Development staging is likely to proceed southwards in an orderly manner, with the initial stages to occur at the northern end of the site to allow for up-front connection to the existing services within the Caves Road reserve. It is envisaged that the areas fronting Bussell Highway will be the last to develop, however it is open for these landowners to commence earlier provided services can be extended in an efficient and cost-effective manner. A preliminary staging plan has been prepared by Stantec, and is included as Figure 17.

Due to the largely consolidated ownership, equitable distribution of open space, and cooperation between landowners, there is no need to implement a Development Contribution Plan at this stage. Any cost-sharing can be resolved through private agreements between landowners / developers. On this basis, staging and infrastructure cost sharing is not a constraint to development.



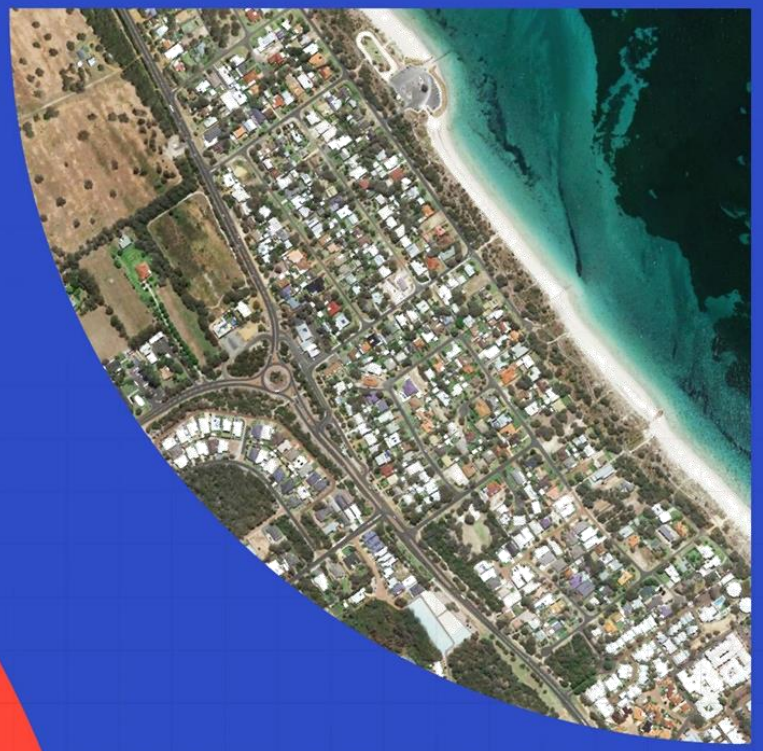
Figure 17 Preliminary Staging Plan



Appendix 1

Environmental Assessment – Emerge Associates

Rise Urban
AGILE PLANNING FOR THE NEW NORMAL



Appendix 2

Local Water Management Strategy – Emerge Associates

Rise Urban
AGILE PLANNING FOR THE NEW NORMAL



Appendix 3

Bushfire Management Plan – Emerge Associates

Rise Urban
AGILE PLANNING FOR THE NEW NORMAL

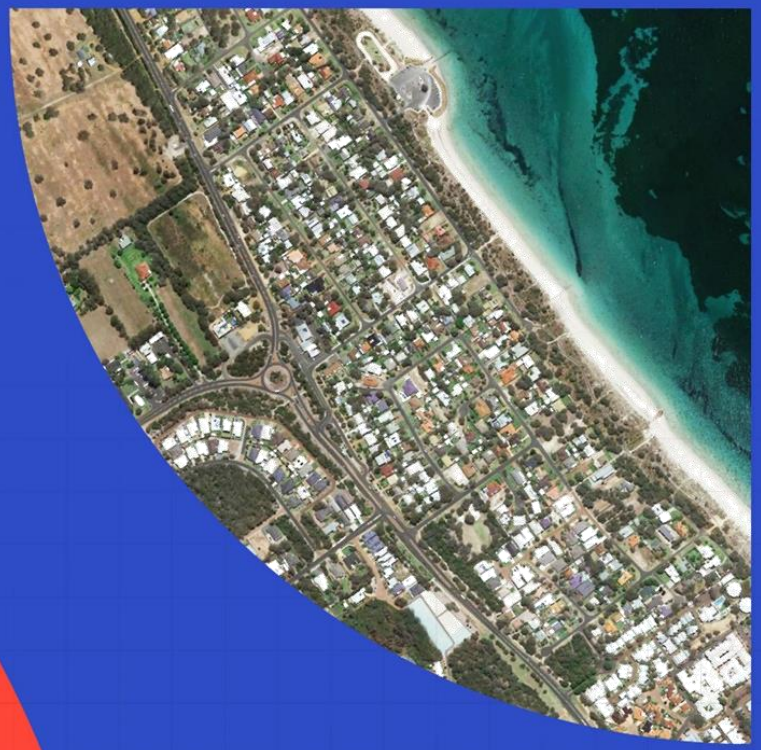

Appendix 4
Traffic and Transport Assessment – Stantec
Rise Urban Abbey South Structure Plan | Part II – Explanatory Report
Rise Urban
AGILE PLANNING FOR THE NEW NORMAL



Appendix 5

Servicing Strategy – Stantec

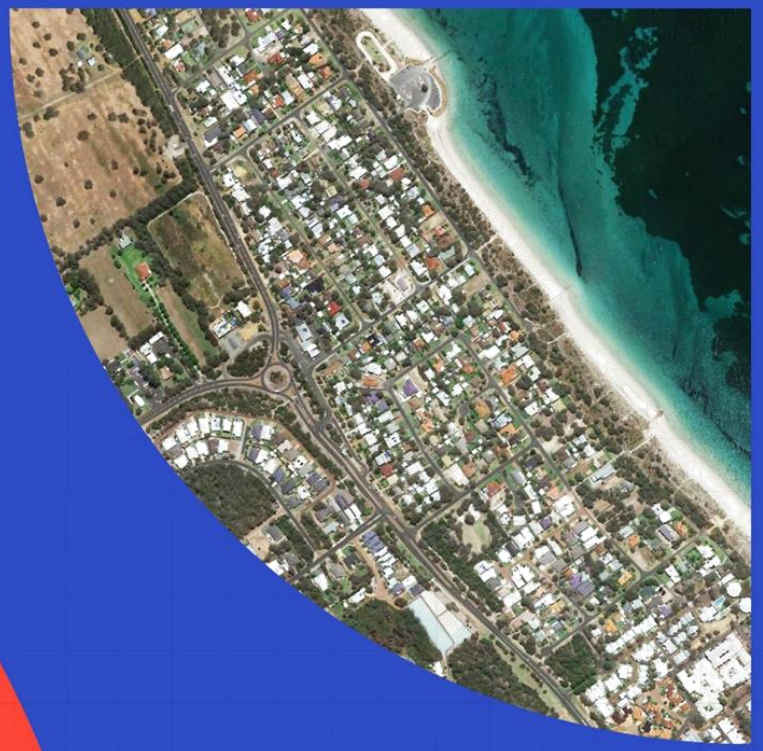
Rise Urban
AGILE PLANNING FOR THE NEW NORMAL



Appendix 6

POS and Landscape Strategy – Emerge Associates

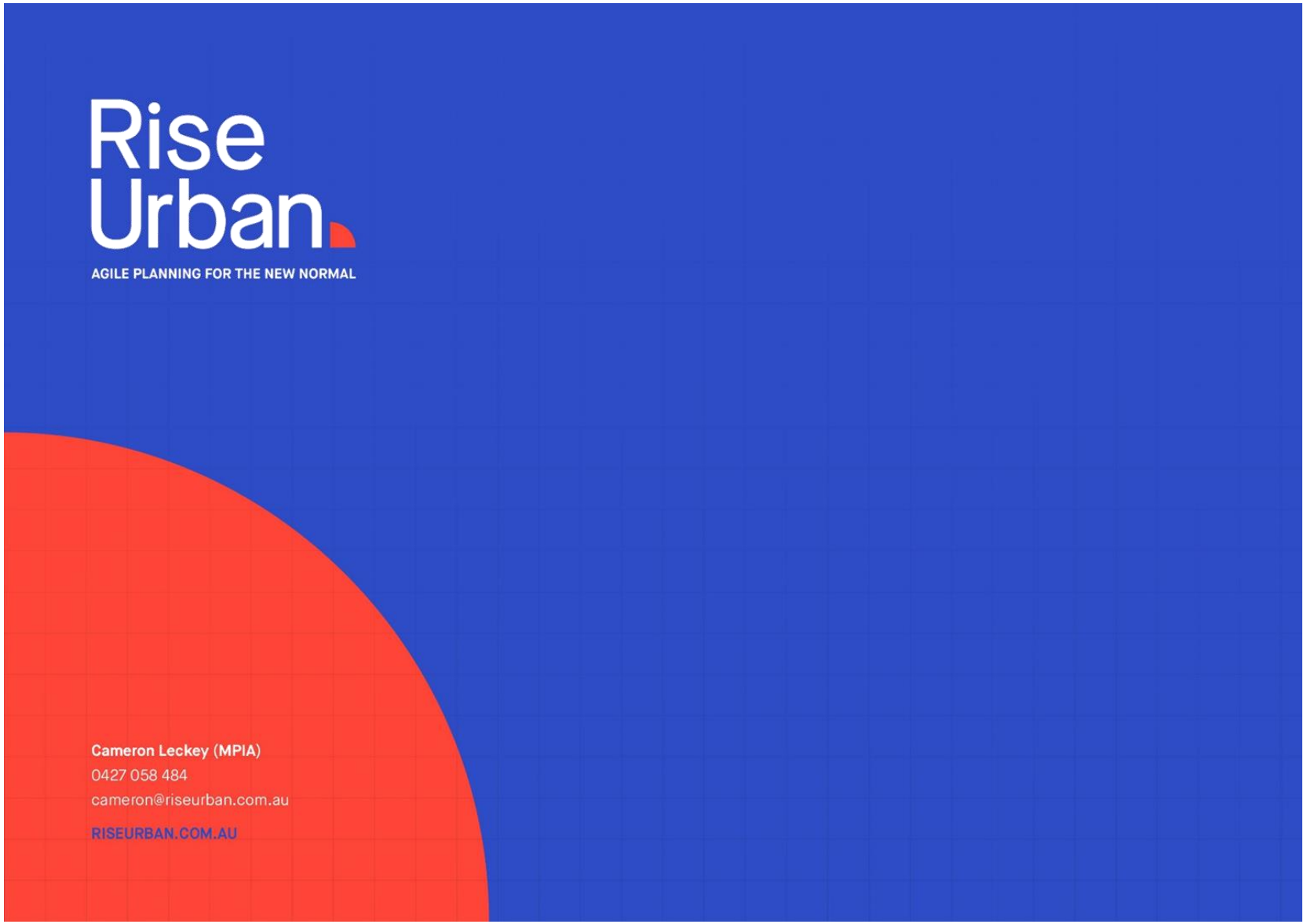
Rise Urban
AGILE PLANNING FOR THE NEW NORMAL



Appendix 7

Abbey South Structure Plan and Concept Plan – Rise Urban and Studio CFM

Rise Urban
AGILE PLANNING FOR THE NEW NORMAL


Rise Urban
AGILE PLANNING FOR THE NEW NORMAL
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RISEURBAN.COM.AU

PLAN A: STRUCTURE PLAN MAP



0 25 50 75 100 125m

LOCAL STRUCTURE PLAN
LOTS 4 & 12 CAVES ROAD & LOTS 14, 15 & 402 BUSSELL HIGHWAY, ABBEY.

NOTE:
Base Data supplied by Landgate/ Dwade Surveys
Aerial Photo - Feb 2018
Projection - SC084
Areas and dimensions shown are subject to final survey calculations.

Revision	Date	Item
A	3/04/22	Initial issue

LEGEND

- STRUCTURE PLAN BOUNDARY
- RESIDENTIAL R10
- RESIDENTIAL R20
- RESIDENTIAL R30
- RESIDENTIAL R40
- LOCAL CENTRE (R50)
- RECREATION RESERVE
- FLOODWAY
- PERIMETER ROAD
- ACCESS STREET B
- PRIMARY EAST - WEST CONNECTION
- ACCESS STREET D (INDICATIVE ONLY)
- FUTURE PEDESTRIAN / CYCLE CONNECTION TO BUAYANYUP DRAIN CYCLE PATH
- EMERGENCY SECONDARY EGRESS
- POS NUMBER
- ROUNDABOUT
- FULL MOVEMENT INTERSECTION
- LEFT IN / LEFT OUT INTERSECTION

-	:	CLIENT
A3@1:2,500	:	SCALE
20 JULY 2022	:	DATE
IA Abbey-2-001	:	PLAN No
A	:	REVISION
C.L.	:	PLANNER
B.L	:	DRAWN

Rise Urban
AGILE PLANNING FOR THE NEW NORMAL

CITY OF BUSSELTON

LOCAL PLANNING SCHEME No. 21

AMENDMENT No. '55'

Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey

File No: AMD21/0055

WAPC Ref:

MINISTER FOR PLANNING

PROPOSAL TO AMEND A TOWN PLANNING SCHEME

1.	LOCAL AUTHORITY	:	City of Busselton
2.	DESCRIPTION OF SCHEME	:	Local Planning Scheme No. 21
3.	TYPE OF SCHEME	:	District Zoning Scheme
4.	SERIAL No. OF AMENDMENT	:	Amendment No. '55'
5.	PROPOSAL	:	Amend the Scheme Map by: a) replacing the 'Rural' and 'Conservation' zones over Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey with the 'Urban Development' zone; and b) amending the boundary of the Landscape Value Area to align with the west, south and east boundaries of Lot 4 Caves Road, Abbey.

Planning and Development Act 2005

RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

City of Busselton

Local Planning Scheme No. 21

Amendment No. 55

RESOLVED that the Council, in pursuance of section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

Amending the Scheme Map by:

a) replacing the 'Rural' and 'Conservation' zones over Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey with the 'Urban Development' zone; and
b) amending the boundary of the Landscape Value Area to align with the west, south and east boundaries of Lot 4 Caves Road, Abbey.

The Amendment is standard under the provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* as it is:

a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the Scheme for that zone or reserve;
b) an amendment that is consistent with a Local Planning Strategy for the Scheme that has been endorsed by the Commission;
c) an amendment to the Scheme map that is consistent with a structure plan or local development plan that has been approved under the Scheme for the land to which the amendment relates if the Scheme does not currently include zones of all the types that are outlined in the plan;
d) an amendment that would have minimal impact on land in the Scheme area that is not the subject of the amendment; and
e) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the Scheme area.

Dated this.....day of.....2022

.....
CHIEF EXECUTIVE OFFICER

AMENDMENT REPORT

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SCHEME MAP ..... ***Error! Bookmark not defined.***

EXECUTIVE SUMMARY

This scheme amendment relates to the land generally south-west of the Caves Road-Bussell Highway intersection, in the suburb of Abbey adjacent to the western edge of the Busselton township. The purpose of this Scheme amendment is to enable future subdivision and development of the Abbey South precinct through implementation of the Abbey South Structure Plan.

The Abbey South Structure Plan is intended to be the key planning framework document that establishes how the Abbey South precinct will be developed, and demonstrates that urbanisation of the precinct will not have any adverse environmental, landscape or amenity impacts. The purpose of the Structure Plan is to enable the subdivision and development of the Abbey South precinct into a medium to low density residential community, while addressing and responding to all site features.

This scheme amendment and the Structure Plan are consistent with the State and Local level strategic planning frameworks that apply to the Abbey South precinct, and have been informed by previous investigations into the Abbey South Planning Investigation Area established by the WAPC's *Leeuwin-Naturaliste Sub-regional Strategy* (as amended).

This scheme amendment is limited to rezoning of the Abbey South precinct and removal of the Landscape Value Special Control Area from a small area of the precinct. Once the new zoning is in place it will support implementation of the Structure Plan by providing a head of power and streamlining the process for further detailed planning and development of the precinct.

It is intended that this Scheme amendment will be processed in parallel with the Structure Plan to ensure consistency between the two documents, and to ensure a streamlined and transparent public consultation process.

PART 1 – PLANNING BACKGROUND

1.1. Location and Property Description

The Abbey South precinct is located approximately 8.5km west of the Busselton town centre, 15.5km east of the Dunsborough town centre, and approximately 2km north of the Vasse town centre. It comprises a significant portion of the last remaining undeveloped land with significant development potential north of Busselton Bypass and within the Busselton township.

The subject area comprises the entirety of five freehold lots within the former Abbey Planning Investigation Area as defined in the Leeuwin Naturaliste Sub-regional Strategy (otherwise known as Abbey South), totalling 30.5ha. Table 1 below summarises the legal description and ownership of each of the five lots.

Lot Number	Street Address	Street	Diagram	Land Area (ha)	Owner
12	N/A	Caves Road	43998	2.68	Lowe Pty Ltd and Lukin Pty Ltd
4	63	Caves Road	46285	23.91	Michael Stewart and Venetia Bennett
402	12	Caves Road	252489	0.58	Donna Michelle Carlyle Christopher Ronald Carlyle
14	5840	Bussell Highway	96590	2.77	Thomas Benford Norris Judith Doris Driver
15	5842	Bussell Highway	96590	0.56	Erica Pauline Maisey

1.2. Background

The *Leeuwin-Naturaliste Sub-regional Strategy* ("the Strategy") was published by the WAPC in May 2019 and identified five Planning Investigation Areas, one of which was the subject area. The five PIAs were assessed and considered by the WAPC in November 2021, where in relation to the Abbey South Precinct, the WAPC resolved to:

1. *Designate the following lots as 'Urban':*
   - *Lot 12 on Diagram 43998*
   - *Lot 14 on Diagram 96590*
   - *Lot 15 on Diagram 96590*
   - *Lot 402 on Deposited Plan 252489*
   - *Northern portion of Lot 4 on Diagram 46285*

2. *Designate the following lots as 'Open Space Investigation':*
   - *Southern portion of Lot 4 on Diagram 46285.*

3. *Remove the Abbey Planning Investigation Area from the Strategy Plan.*

4. *Require the preparation of a single structure plan over the entirety of the land identified in (1) and (2) above. In addition to the information to be included in a structure plan outlined in Clause 16 of the Deemed Provisions, the structure plan is to set out the following:*
   - *a water management report that takes into consideration the land to the south and addresses all water-related matters relevant to the proposal.*
   - *measures to manage risk from coastal inundation.*
   - *open space requirements.*

It is on the basis of this resolution of the WAPC that this amendment to the City of Busselton's Local Planning Scheme No. 21 (LPS21) and the Abbey South Structure Plan have been prepared. The specific considerations of the Public Open Space Investigation Area relating to water management, coastal inundation and open space requirements are addressed by the Structure Plan, and the extent of open space required to accommodate these values is identified on the Structure Plan map.

In relation to the Open Space Investigation designation, the WAPC confirmed in November 2021 that the Structure Plan is the appropriate vehicle to determine the full extent of the open space area in the south of Lot 4. Further, it was acknowledged that the Open Space Investigation area does not necessarily dictate that the land should be set aside for conservation or recreation purposes. Rather, it was intended that the Structure Plan should determine the extent of land needed for flooding / drainage purposes and ensure that this land is integrated into the broader urban area. The Structure Plan achieves this through the spatial identification of the key hydrological features, the allocation of sufficient open space to retain these features, and the integration of these features within a broader POS network.

1.3. Structure Plan

The Structure Plan is provided as Appendix 2 of this Scheme Amendment report, and includes the following technical reports as appendices:

- Environmental Assessment (Emerge Associates);
- Local Water Management Strategy (Emerge Associates);
- Bushfire Management Plan (Emerge Associates);
- Traffic and Transport Assessment (Stantec);
- Servicing Strategy (Stantec); and
- POS and Landscape Strategy (Emerge Associates).

It is intended that this Structure Plan be read in conjunction with this amendment proposal, and that the Structure Plan reports provide the necessary justification and technical detail to support this amendment.

Through these reports and the Structure Plan itself, key land use considerations such as flora, fauna, hydrology, drainage, bushfire, servicing and traffic have been extensively reviewed and resolved. Overall, the Structure Plan demonstrates that the site is well suited to urban development, and that physical features and constraints on the site can be managed through the structure plan and subdivision design process.

PART 2 – SCHEME PROPOSALS

2.1 Existing Zoning

The northern half of Lot 4, as well as the entirety of Lots 12, 14, 15 and 402, are currently zoned 'Rural' by LPS21. The southern half of Lot 4 is currently zoned 'Conservation'. It is unclear how the zoning boundary between the Conservation and Rural zones on Lot 4 was derived as it does not correspond to any specific natural feature on the site (i.e. contours, vegetation, wetlands etc).

Surrounding the subject area, Lot 3 Caves Road and Lots 6 and 11 Bussell Highway are zoned 'Tourism', which reflects the current uses of Lots 3 (RAC Busselton Holiday Park) and Lot 11 (Amelia Park Lodge). Lot 8 Bussell Highway is zoned 'Conservation', and is used for rural residential purposes. Lot 37 (Fox Road reserve) and the lower lying floodway to the south are also zoned 'Conservation'.

Caves Road and Bussell Highway are unzoned, however are under the care and control of Main Roads Western Australia, and therefore functionally operate as Regional Roads.

The existing zoning as shown on the Scheme Map is provided as Appendix 1 of this Scheme Amendment report.

2.2 Scheme Provisions

The zoning table refers all uses proposed within the Urban Development zone to Clause 3.4.3 of LPS21, which states the following:

"If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to any of the following plans that apply to the land –

a) a structure plan;
b) an activity centre plan;
c) a local development plan."

This Clause enables the Structure Plan to take effect over the subject area, and to reference appropriate 'zones' and land use permissibility via the structure plan. The Structure Plan applies the Residential zone to the majority of the site, with the exception of lot 402, which is identified as Local Centre zone. The Structure Plan does not propose to vary any of the land use permissibility identified in LPS 21 for either of these zones.

2.3 Scheme Special Control Areas

The subject area is wholly or partially located within the following Scheme Special Control Areas:

<u>Landscape Value Area</u>
The portion of lot 4 that is currently zoned 'Conservation' is also located within the Landscape Value Area. All clearing and development in the Landscape Value area requires development

approval from the City of Busselton, and these proposals are required to be compatible with the existing landscape, viewscape or environmental values associated with the area. This Scheme amendment proposes to remove the Landscape Value Special Control area from the subject area, as implementation of the Structure Plan will significantly change the landscape of the area, thus rendering the Landscape Value area redundant.

Floodway and Wetland Areas

Irregular parts of the southern portion of Lot 4 (in the current 'Conservation' zone) are located within the Floodway Area and Wetland Area. There are no Conservation Category Wetlands or Resource Enhancement Wetlands within the amendment area, while the floodway is essentially a small 'offshoot' of the main floodway located further to the south and outside of the subject area. The boundaries of these Special Control Areas generally reflect the area of lot 4 that is low lying and prone to seasonal inundation. This area is addressed in detail in the Structure Plan and the accompanying Environmental Assessment and Local Water Management Strategy.

Development Contribution Area

The subject area is located within Development Contribution Area 1 – Community Infrastructure and as such is subject to development contributions for community and service infrastructure located throughout the City of Busselton. Development contributions become payable upon subdivision or development in accordance with the provisions of LPS 21 and SPP 3.6. This amendment does not propose to alter the DCA.

PART 3 – AMENDMENT PROPOSAL

The purpose of this Scheme amendment to LPS21 is to facilitate subdivision and development (urbanisation) of the Abbey South area through implementation of the Abbey South Structure Plan. Specifically, this proposal is to amend the Scheme Map by:

a) replacing the 'Rural' and 'Conservation' zones over Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey with the 'Urban Development' zone; and
b) amending the boundary of the Landscape Value Area to align with the west, south and east boundaries of Lot 4 Caves Road, Abbey.

This Scheme amendment is consistent with the strategic direction for the subject area set out by applicable planning framework documents, including the Leeuwin-Naturaliste Sub-Regional Strategy, Statement of Planning Policy 6.1 Leeuwin Naturaliste Ridge Policy and the City of Busselton Local Planning Strategy.

The Planning Investigation Area process initiated pursuant to the Leeuwin-Naturaliste Sub-Regional Strategy resulted in the subject area being designated as 'Urban' and 'Open Space Investigation' under the Strategy, with the 'Open Space Investigation' designation to be resolved through the structure planning process. Now that the Structure Plan has been prepared, it is the appropriate time to rezone the subject area to enable development to occur in accordance with the Structure Plan.

3.1 Need for Scheme Amendment

Land supply and housing availability and affordability are significant issues in Busselton, and delivery of the Abbey South Structure Plan will help to relieve the current underlying market stresses causing these issues. The subject area is well suited for urbanisation from a delivery perspective, noting the following:

- The first stages of the Structure Plan can feasibly be delivered to the market within 1-2 years of approval, with a forecast yield of around 350-400 dwellings at full development.
- The large majority of the subject area is in single ownership, and landowners of nearly 90% of the subject area are interested in actively developing their land, ensuring that ownership and fragmentation will not be a constraint to ongoing delivery.
- There is currently high demand for fill and low supply in the south west, and as site levels generally sit at around 2.5m – 3m AHD, the amount of fill required to achieve flood clearance and servicing requirements is limited compared to other expansion areas around Busselton.
- All essential service infrastructure is "at the front door" of the subject area, reducing upfront construction and headworks costs and increasing the certainty of project costs for developers.
- The majority of the subject area is not constrained by complex environmental or flooding issues which could delay its delivery to the market.

- Proximity to the coast and existing commercial and tourist uses create opportunities for a mix of housing densities / typologies that does not exist in other greenfield areas.

This Scheme amendment is intended to unlock land that is comparatively simple to develop for urban (primarily residential) purposes, without unduly impacting on surrounding land uses, developments and environmental values.

3.2 Intent

The intent of amendment a) to the Scheme is to enable the head of power contained within Clause 3.4.3 of the Scheme to be used to give the Structure Plan statutory effect over the subject area, and to deliver on the endorsed strategic vision for the site as expressed in the Leeuwin – Naturaliste Sub-regional Strategy.

The intent of amendment b) to the Scheme is to acknowledge that urbanisation of the southern portion of Lot 4 Caves Road, as enabled by the Structure Plan, will change the landscape from rural to urban and therefore no longer align with the intent of the Landscape Value Special Control Area. The Structure Plan has been designed to respond to the relevant environmental and landscape values of the subject area, and it is therefore appropriate for these values to be managed through application of the Structure Plan instead of LPS21.

Amendment b) will also improve the efficiency of the City's regulation of subdivision and development of the subject area. Clauses 5.4 and 6.1(b)(iii) of LPS21 require development approval to be obtained for all development and clearing of vegetation proposed within the Landscape Value area. Although the Structure Plan has been designed to maximise retention of vegetation, some vegetation will need to be cleared. It is most appropriate for management of this clearing to occur through the subdivision conditions clearance process, with the development application process being duplicative in this context. Similarly, it is most appropriate for single houses that meet the deemed-to-comply requirements of State Planning Policy 7.3 – Residential Design Codes Volume 1 to be assessed through the building permit process, with the development application process also being duplicative in this context.

PART 4 – CONCLUSION

This Scheme amendment will facilitate development of the Abbey South precinct, in line with previous investigations demonstrating that urbanisation of the subject area is appropriate. This amendment will enable further detailed planning to be undertaken for the subject area under the Abbey South Structure Plan, and ultimately urbanisation of the area consistent with orderly and proper planning principles. The only modifications proposed to LPS21 are to the Scheme map over the subject area, with no textual amendments proposed.

Rezoning of the subject area to 'Urban Development' and removal of the Landscape Value Special Control Area will provide a head of power for the Structure Plan and streamline the process for further detailed planning to be undertaken. This Scheme amendment and the Structure Plan are consistent with the State and Local level strategic planning frameworks that apply to the subject area.

Urbanisation of the subject area will enable the Busselton township to grow in an orderly and considered manner, while maintaining and respecting the environmental values and sense of place that are unique to the Busselton area.

PLANNING AND DEVELOPMENT ACT 2005

CITY OF BUSSELTON

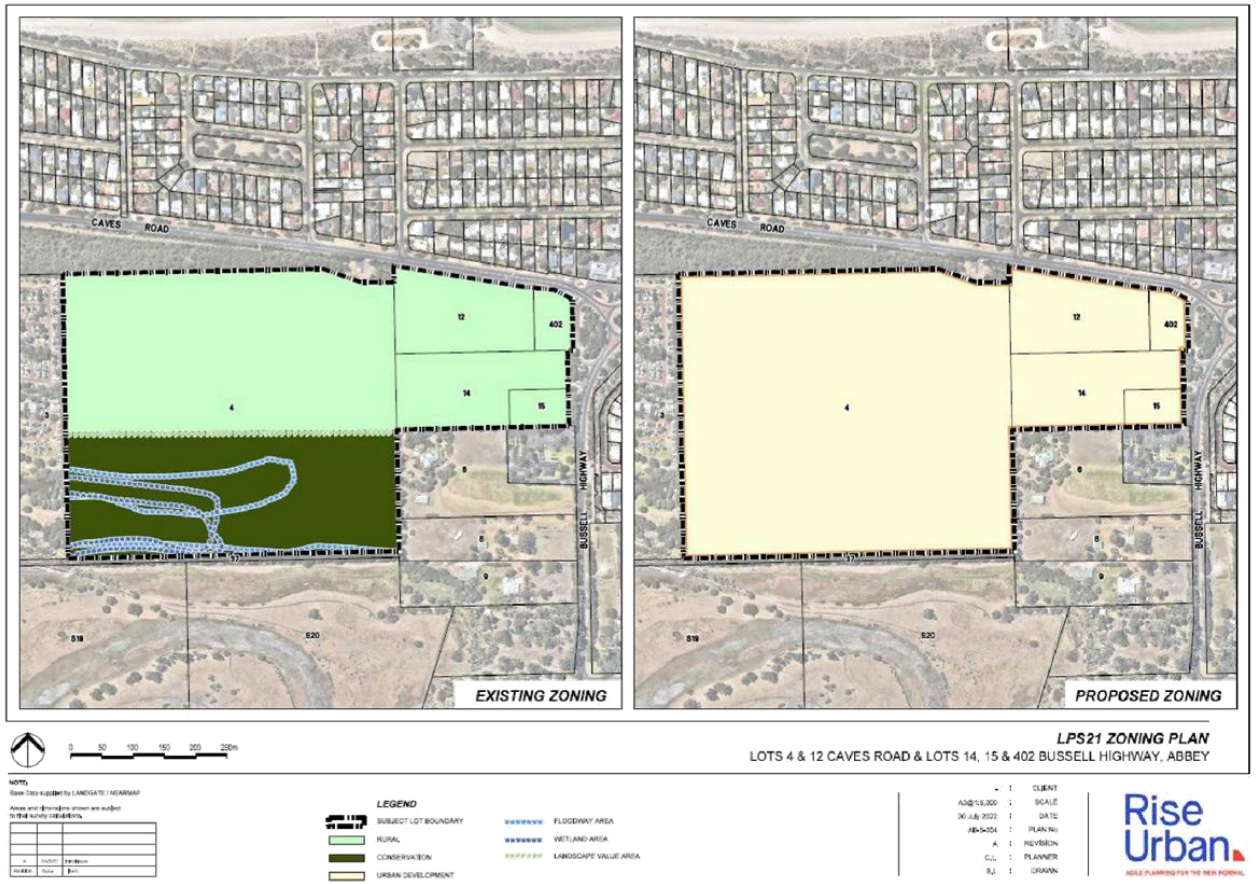
LOCAL PLANNING SCHEME No. 21

AMENDMENT No. X

The City of Busselton under and by virtue of the powers conferred upon it in that behalf by the *Planning and Development Act 2005* hereby amends the above local planning scheme by:

Amending the Scheme Map by:

a) replacing the 'Rural' and 'Conservation' zones over Lots 4, 12 and 402 Caves Road and Lots 14 and 15 Bussell Highway, Abbey with the 'Urban Development' zone for Lots 4 and 12 Caves Road and Lots 14 and 15 Bussell Highway, Abbey; and
b) amending the boundary of the Landscape Value Area to align with the west, south and east boundaries of Lot 4 Caves Road, Abbey.



City of Busselton Local Planning Scheme No. 21
Scheme Amendment No. X

ADOPTION

Adopted by resolution of the Council of the City of Busselton at the Meeting of the Council held on the

..... day of ..... 20.....

.....
MAYOR

.....
CHIEF EXECUTIVE OFFICER

FINAL APPROVAL

Adopted for Final Approval by resolution of the City of Busselton at the Meeting of the Council held on the ..... day of ..... 20..... and the Common Seal of the City of Busselton was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....
MAYOR

.....
CHIEF EXECUTIVE OFFICER

Recommended/Submitted for Final Approval

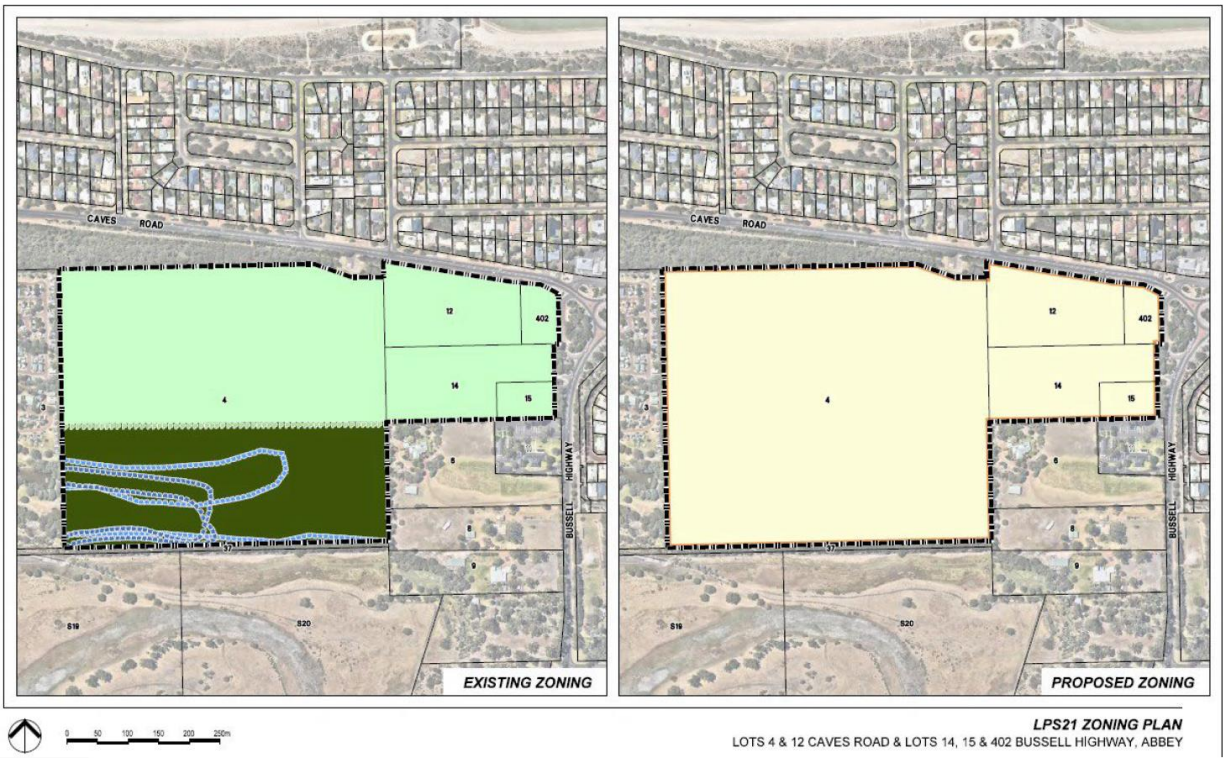
.....
Delegated under S.16 of the
Planning & Development Act 2005

Date .....

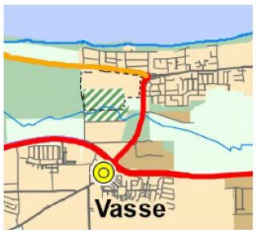
Final Approval Granted

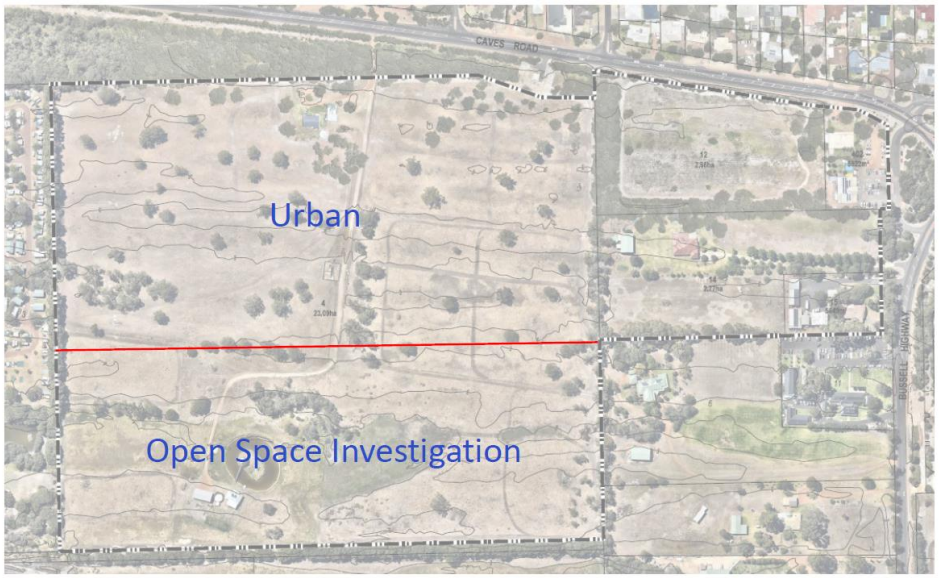
.....
HON. MINISTER FOR PLANNING

Date .....


CAVES ROAD
BUSSELL HIGHWAY
EXISTING ZONING
PROPOSED ZONING
LPS21 ZONING PLAN
LOTS 4 & 12 CAVES ROAD & LOTS 14, 15 & 402 BUSSELL HIGHWAY, ABBEY

Leeuwin Naturaliste Sub-regional Strategy (WAPC, 2021)





13.2 AMENDMENT No.54 TO LOCAL PLANNING SCHEME No.21 (LOT 2883 PUZEY ROAD, WILYABRUP)

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.2 Facilitate an innovative and diversified economy that supports local enterprise, business, investment and employment growth.
SUBJECT INDEX	Local Planning Scheme 21 Amendments
BUSINESS UNIT	Strategic Planning Coordinator
REPORTING OFFICER	Strategic Planning Coordinator - David Sands
AUTHORISING OFFICER	Acting Chief Executive Officer - Paul Needham
NATURE OF DECISION	Legislative: adoption of "legislative documents" such as local laws, local planning schemes and local planning policies
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A Aerial Photo Attachment B Scheme Amendment Map Attachment C Scheme Amendment Report Attachment D Strata Plan 54626 Attachment E Local Planning Strategy map

Cr Henley foreshadowed an alternative to the officer recommendation. The officer recommendation lapsed for want of a mover.

SUBSTANTIVE MOTION

That the Council:

1. **In pursuance of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) adopts Amendment 54 to the City of Busselton Local Planning Scheme 21 with modification for the purposes of:**

   a) Inserting a new 'Special Provision Area 76' as follows:

No.	Particulars of Land	Zone	Special Provisions
SP76	Strata Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 (Lot 2883) Puzey Road, Wilyabrup	Viticulture and Tourism	For Lots 20, 21, 31, 37, 46 and 47, as shown on the current Strata Plan 54626 (approved on 24 December 2021), one Chalet per lot is permitted as unrestricted length of stay.

   b) Amending the Scheme Map accordingly.

2. **In accordance with Regulation 35 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, determines that Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 is a 'complex amendment' in accordance with r.34 of the Regulations as it is:**

   (a) an amendment that is not consistent with a Local Planning Strategy for the Scheme that has been endorsed by the Commission.

3. Note that, as the Amendment is in the opinion of the Council consistent with Part V of the *Planning and Development Act 2005* (Act) and Regulations made pursuant to the Act, upon preparation of necessary documentation, the Amendment be referred to the Environmental Protection Authority (EPA) as required by the Act, and on receipt of a response from the EPA indicating that the Amendment is not to be subject to formal environmental assessment, be advertised for a period of 42 days, in accordance with the Regulations. In the event that the EPA determines that the Amendment is to subject to formal environmental assessment, this assessment is to be prepared prior to advertising of the proposal.

4. Subject to the Western Australian Planning Commission's advice that it considers the amendment suitable for advertising and the EPA determining that an environmental review is not required, resolve in accordance with Regulation 37 of the Regulations 2015 to proceed to advertise the amendment with modification in accordance with Regulation 38 of the Regulations.

5. Prior to implementing the above, require the proponent to prepare revised amendment documents consistent with the modifications set out in the Parts above.

LAPSED
FOR WANT OF A MOVER

The foreshadowed alternative was moved and carried.

COUNCIL DECISION

C2211/287 Moved Councillor G Henley, seconded Councillor P Cronin

That the Council defer Item 13.2, 'Amendment No. 54 to local Planning Scheme No. 21 (Lot 2883 Puzey Road, Wilyabrup)' to the meeting of the 21st December 2022 to allow the Council to receive further briefings on legacy matters.

CARRIED 8/0

Reasons: To allow additional time for further briefings on legacy matters prior to the item being considered at the next ordinary meeting of Council.

OFFICER RECOMMENDATION

That the Council:

1. In pursuance of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) adopts Amendment 54 to the City of Busselton Local Planning Scheme 21 with modification for the purposes of:

   a) Inserting a new 'Special Provision Area 76' as follows:

No.	Particulars of Land	Zone	Special Provisions
SP76	Strata Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 (Lot 2883) Puzey Road, Wilyabrup	Viticulture and Tourism	For Lots 20, 21, 31, 37, 46 and 47, as shown on the current Strata Plan 54626 (approved on 24 December 2021), one Chalet per lot is permitted as unrestricted length of stay.

b) Amending the Scheme Map accordingly.

2. In accordance with Regulation 35 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015,* determines that Amendment No. 55 of the City of Busselton Local Planning Scheme No. 21 is a 'complex amendment' in accordance with r.34 of the Regulations as it is:

   (a) an amendment that is not consistent with a Local Planning Strategy for the Scheme that has been endorsed by the Commission.

3. Note that, as the Amendment is in the opinion of the Council consistent with Part V of the *Planning and Development Act 2005* (Act) and Regulations made pursuant to the Act, upon preparation of necessary documentation, the Amendment be referred to the Environmental Protection Authority (EPA) as required by the Act, and on receipt of a response from the EPA indicating that the Amendment is not to be subject to formal environmental assessment, be advertised for a period of 42 days, in accordance with the Regulations. In the event that the EPA determines that the Amendment is to subject to formal environmental assessment, this assessment is to be prepared prior to advertising of the proposal.

4. Subject to the Western Australian Planning Commission's advice that it considers the amendment suitable for advertising and the EPA determining that an environmental review is not required, resolve in accordance with Regulation 37 of the Regulations 2015 to proceed to advertise the amendment with modification in accordance with Regulation 38 of the Regulations.

5. Prior to implementing the above, require the proponent to prepare revised amendment documents consistent with the modifications set out in the Parts above.

EXECUTIVE SUMMARY

Council is requested to consider adopting a proposed Scheme Amendment No. 54 (the Amendment) to Local Planning Scheme No. 21 (the Scheme). The Amendment would facilitate land use planning controls relating to specific strata Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 (previously Loc 2883) Puzey Road, Wilyabrup (Attachment A – Aerial Photograph). The Amendment proposes to insert a new 'Special Provision' within the Scheme to allow certain lots to have buildings with 'unrestricted length of stay'. (Attachment B – Scheme Amendment map).

The intent of the Amendment is for consistency with Survey-Strata Plan 54626 which was approved by the WAPC for 21 "tourist chalet lots" and two larger "agricultural lots" which are located around two artificial lakes and also include common property for road access.

It is recommended that the Amendment be adopted and consent of the Western Australian Planning Commission be requested for the purpose of community consultation.

BACKGROUND

The Amendment relates to the subject land which comprises of Strata Plan 54626 previously referred to as Loc 2883 Puzey Road, Wilyabrup and is located in the "Viticulture and Tourism" zone of Local Planning Scheme No.21 (LPS 21) (Attachment C - Amendment Report No. 54), (Attachment D - Strata Plan 54626).

The surrounding land uses are predominately used for agriculture (mainly viticulture) with some other rural industries such as brewery and restaurant uses. Tourism land uses are also throughout the area, predominately short stay chalets.

Surrounding land uses include:

- Carpe Diem Vineyard to the west;
- Four Elements Farm Stay to the south west;
- Bootleg Brewery to the south;
- Viticulture / agriculture to the north and east; and
- Yelverton National Park to the north east.

The subject land is flat, triangular in shape, and bounded by Puzey Road to the south east. The southern edge of the subject land is located at the intersection of Johnston, Puzey and Wildberry Roads. There has been a previous development approval for Chalets granted in 2006 by the City and a Strata Subdivision was applied for in 2007. The City's records do not show that this development was finalised however the applicant has advised that a Strata Scheme was registered in 2007 however the development of the tourism component was not financially viable.

A new proposal has been developed for a new development on the site which includes the relaxation of short stay restriction for select sites as well as lots which allow for commercial and agricultural businesses. This proposal was approved in the form of a Survey Strata by the Western Australian Planning Commission (WAPC) on 1 September 2020 and has recently been finalised with the survey-strata lots being created. The approval included a strata management statement which sets out the following strata management rights for each Strata lot:

- an agricultural enterprise as the primary use for Lots 16 and 17 and a short stay tourist resort facility;
- A manager residence on Lot 1, 16 or 17; and
- A tourist commercial venture to be operated on Lots 20 and 21.

The Strata 54626 Management Statement specifically refers to a number of rights for the lots 20, 21, 31, 37, 46 and 47, and are summarised as follows:

- Short stay tourist accommodation, as a right, on all lots;
- Lot 20 and 21 to have additional rights for commercial use, and to be designated to allow a residential dwelling rights for occupation all year round;
- Lots 46 and 47 to have additional rights for agricultural enterprise use and to be designated to allow for a residential dwelling rights for occupation all year round;
- Lot 46 and 47 to have the right for short stay accommodation and agricultural use;
- Lot 37 to have the right for short stay accommodation and residential use, and in addition specifies that the lot will contain buildings and infrastructure for residential use with unrestricted length of stay;
- All lots except 20,21,31,37,46 and 47 to have restriction on use of short stay accommodation only; and
- In addition to the above, Lots 31, 46 or 47, may be designated for use by a resident manager.

The scheme amendment has been lodged by the proponent to formalise the above strata management rights for each strata lot into Local Planning Scheme No.21. The recommendation on this is discussed further below.

OFFICER COMMENT

The original strata which was registered in February 2009 has not resulted in full development of the site. The proponent has been successful in the re-strata subdivision of the property, which was approved by the WAPC in September 2020, and has reconfigured the strata lot uses which have introduced other elements than short stay accommodation, these include new commercial operations (Lots 20 and 21) and agricultural uses (lots 46 and 47) as well as "unrestricted length of stay".

The purpose of this proposal is to insert new provisions within LPS 21 to allow for "unrestricted length of stay" consistent with various strata management rights prescribed under Strata 54626. The contention with this proposal is that the location of tourism lots with "unrestricted length of stay" have not been identified by the City's strategic planning framework. However, through the subdivision process which involved the City's input into a WAPC determination, Strata Plan 52626 allows for "unrestricted length of stay" for Lots 20, 21, 31, 37, 46 and 47. The proposed amendment will assist the proponent progressing full development of the site.

Unrestricted Length of Stay

The applicant proposes "unrestricted length of stay" for Lots 20, 21, 31, 37, 46 and 47. The City is, in principle, supportive of Lots 20 and 21 (Commercial lots) and Lots 46 and 47 (Agricultural lots) and Lot 37 as there is no restriction of length of stay already in place within the Strata Management Statement. Lot 31 was not supported originally by the City for anything other than Short Stay accommodation. However in the approved Strata Management Statement Lot 31 has been included as a possible location for a resident manager and has therefore been granted in principle supported by the WAPC for "unrestricted length of stay".

Further to the above the appropriate uses for the short and extended stay at the site are considered appropriate through the development of a "Chalet" which is a "D" use under LPS 21 for the "Viticulture and Tourism" zone. Within the strata management statement the reference to residential dwellings is noted, however it is not considered appropriate to support "Grouped Dwelling" or "Holiday Home (grouped dwelling)" through this scheme amendment, as this would require an additional use to be introduced and this is not considered an appropriate location as it would result in a quasi-suburban style development within a rural setting. This amendment will not result in modification to the classification of Grouped Dwelling and Holiday Home (grouped dwelling) which will remain an "x" use they are currently for the "Viticulture and Tourism" and surrounding "Rural" zone within LPS 21.

It is concluded that the amount of development on lots 20, 21, 31, 37, 46 and 47 can be controlled through the proposed scheme amendment text, as amended by officers, which specifically refers to "one Chalet per lot".

Manager Residence

The City's position is one manager residence is appropriate for the site. As three lots (31, 46 and 47) are given the strata management right to be a manager residence and are located on separate privately owned lots it will be difficult for the City to control how many managers are operating at the site, however, the differentiation between tenants and managers is ultimately an issue for the Strata Body to coordinate with future land use. In addition, the proposed amended text refers specifically to "one Chalet" for the strata lots (20, 21, 31, 37, 46 and 47) and therefore further control of management residences in this regard are considered redundant.

Statutory Environment

The key statutory documents relevant to this proposal include the *Planning and Development Act 2005*, the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the relevant objectives and provisions of the City of Busselton Local Planning Scheme No. 21. Each is discussed below under appropriate subheadings.

Planning and Development Act 2005

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

Planning and Development (Local Planning Schemes) Regulations 2015

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

Local Planning Scheme No. 21

The subject land is zoned 'Viticulture and Tourism' and the objectives of this zone are as follows:

a. To provide for the maintenance or enhancement of specific local rural character.
b. To provide for development and expansion of the viticultural, winemaking and associated industries, in addition to general rural pursuits, in a manner that does not cause adverse environmental impact.
c. To facilitate the development of tourist facilities of a scale and nature appropriate in rural settings without prejudice to the scenic quality of land within this zone and without creating or increasing ribbon development on any road.
d. To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses.
e. To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.
f. To maintain and enhance the environmental qualities of the landscape, vegetation, soils and waterways.

Relevant Plans and Policies

Local Planning Strategy

The City's Local Planning Strategy 2019, (LPS 2019) provides guidance on the consideration of unrestricted length of stay to support re-investment and updating of accommodation product and appropriate for new developments on Tourism zoned within the Busselton-Vasse Urban Area and the Dunsborough Urban Area. LPS 2019 does not support unrestricted length in rural areas and also states that strata title subdivision of tourism accommodation is not supported outside of the Busselton-Vasse Urban Area and the Dunsborough Urban Area (Attachment E – City's Urban Areas).

City of Busselton Local Tourism Planning Strategy 2011

The Local Tourism Planning Strategy (LTPS) provides the long term strategic land use planning and strategic direction for tourism development within the District. Strategic tourism sites and precincts were identified as being of tourist significance or importance with the intention being to retain these sites for tourism use. Non-strategic tourism sites are also identified and are to be retained for tourism purposes with the possibility of an unrestricted length of stay component.
The LTPS also considers areas of tourist zoned land where alternative zonings may be considered. The subject land is not included in any of the three categories under the LTPS.

State Planning Policy 3.7: Planning in Bushfire Prone Areas

The intent of SPP 3.7 is to implement effective, risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure. SPP 3.7 directs how land use should address bushfire risk management, and applies to all land which has been designated as bushfire prone by the Office of Bushfire Risk Management.

The subject land has been designated as a Bushfire Prone Area however the considerations of SPP 3.7 were considered through the subdivision process through the preparation of a Bushfire Management Plan and implementation of subdivision conditions. In addition, the development application process will allow for bushfire assessment of habitable buildings.

Planning Bulletin 111/2016 provides a basis for exemptions from the requirements of SPP 3.7 and the deemed provisions (of the Regulations), and states that the deemed provisions should be applied pragmatically by the decision maker.

Taking a pragmatic approach, therefore, a bushfire consultant was commissioned by the proponent to assess the matter through the subdivision phase. Further bushfire risk assessment at scheme amendment level is not considered necessary as it would not provide any increase in safety to future employees or visitors and would not change the overall bushfire exposure risk compared that which was assessed at the time of subdivision in 2020. As a result, the provisions of SPP 3.7 and associated guidelines have not been applied to this proposal.

Financial Implications

There are no financial implications associated with the officer recommendation.

Stakeholder Consultation

If the Council resolves to initiate the proposed Amendment, the relevant documentation would be referred to the Environmental Protection Authority (EPA) for consideration of the need for formal assessment under Part IV of the *Environmental Protection Act 1986*. In addition the proposed Amendment will be referred to the Western Australian Planning Commission for consent to advertise in line with the procedures for a "Complex" amendment set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*. Should the EPA resolve that the Amendment does not require formal assessment and WAPC consent is granted, then the document will be advertised for 60 days in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Risk Assessment

No risks of a medium or greater level have been identified.

Options

As an alternative to the proposed recommendation the Council could:

1. Request that the applicant modify the proposal before advertising.

2. Decline the initiation of the proposed Amendment for advertising for reasons to be identified and explained.

The Officer assessment has not revealed any substantive issue or reasonable grounds that would support either of the above options.

CONCLUSION

The Amendment provides for the clarification of land uses on the subject land that have already been approved, and allows for additional surety, and limited flexibility, in the development of those land uses.

City officers recommend that the Council supports the initiation of the Amendment for public advertising.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

The implementation of the officer recommendation will include advising the applicant of the Council resolution and referring the Amendment to the Environmental Protection Authority and the Western Australian Planning Commission, which will occur within one month of the date of the Council decision.



City of Busselton
Geographe Bay

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2/11/2022

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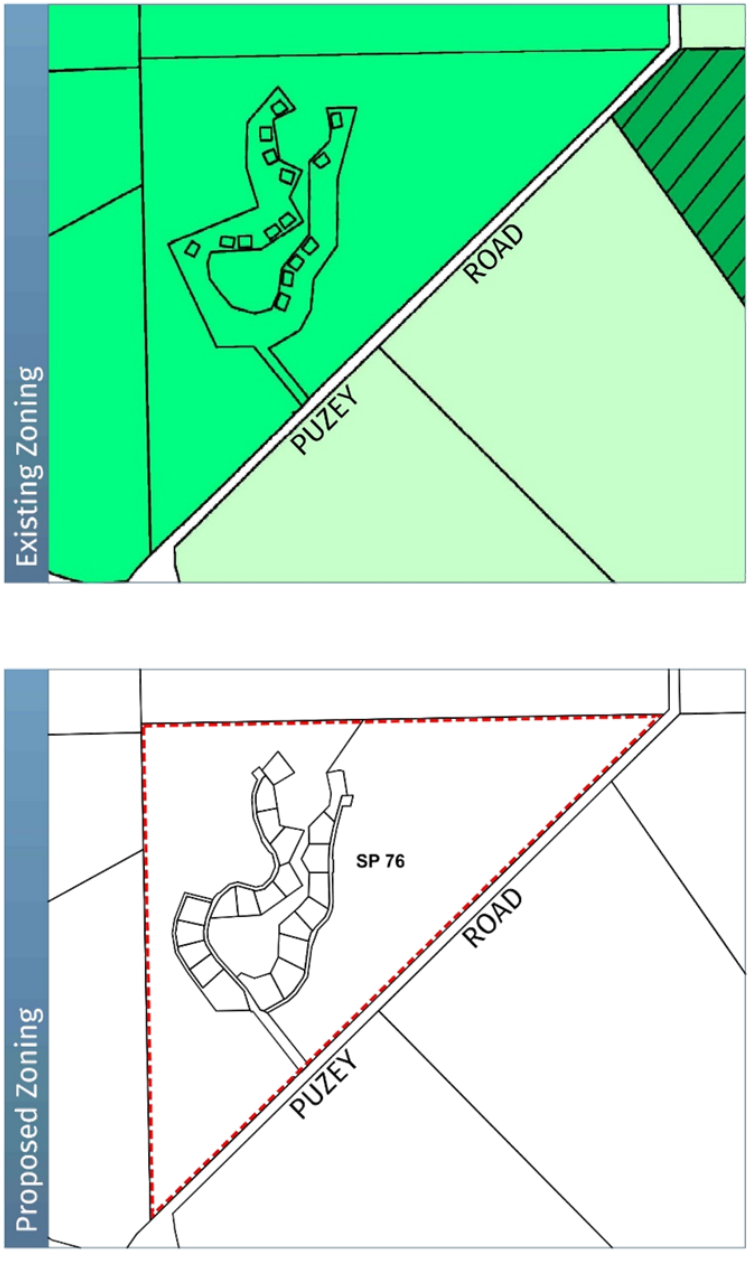
CITY OF BUSSELTON
Town Planning Scheme No. 21
Amendment No.



LOCAL SCHEME RESERVES

Recreation

LOCAL SCHEME ZONES

Rural

Viticulture/Tourism

OTHER CATEGORIES

SP1 Special Provision Area

No Zone

Mapping prepared by Harley Dykstra
21 Spencer Street, BUNBURY WA 6230
T: 08 9792 6000
Plan No. | 23284-01A Drawn | NP 28/07/22

CITY OF BUSSELTON

Local Planning Scheme No. 21

Scheme Amendment No. 54- Proposed Special Provision Area

Strata Lots 20, 21, 31, 37, 46 and 47 on
Survey-Strata Plan 54626 (Lot 2883)
Puzey Road, Wilyabrup



Harley Dykstra
PLANNING & SURVEY SOLUTIONS

PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

CITY OF BUSSELTON

LOCAL PLANNING SCHEME NO.21 AMENDMENT NO. 54

RESOLVED that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the above local planning scheme by:

1. Amending Schedule 3 to include an additional Special Provision area relating to the subject land and include special provisions permitting an additional building with an unrestricted length of stay for Lots 20, 21, 31, 37, 46 and 47 on Strata Plan 54626.

The Amendment is complex under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):

- An amendment that is not consistent with a local planning strategy for the scheme that has been endorsed by the Commission.

Dated this _____ day of _____ 20____ .

_____

CHIEF EXECUTIVE OFFICER

DOCUMENT CONTROL

CONTROL VERSION	DATE	STATUS	DISTRIBUTION	COMMENT
A	04/07/2022	Draft	HD	Internal
B	28/07/2022	Draft	Client	For comment
C	05/08/2022	Final	Local Government	Lodgement
D	31/08/2022	Revised	Local Government	Include amendment number and additional information as requested

Prepared for:	Owners of Lot 2883 Puzey Road	Date:	31 August 2022
Prepared by:	LB	Job No:	23284
Reviewed by:	KS	Ref:	D

DISCLAIMER

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This document has been exclusively drafted. No express or implied warranties are made by the Consultant regarding the research findings and data contained in this report. All of the information details included in this report are based upon the existent land area conditions and research provided and obtained at the time the Consultant conducted its analysis.

Please note that the information in this report may not be directly applicable towards another client. The Consultant warns against adapting this report's strategies/contents to another land area which has not been researched and analysed by the Consultant. Otherwise, the Consultant accepts no liability whatsoever for a third party's use of, or reliance upon, this specific document.

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bsi. ISO 9001 Quality Management FS 536019

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1 INTRODUCTION....1

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2.2 Property Details ____4
2.3 Zoning ____4
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APPENDICIES INDEX

APPENDIX A Survey-Strata Plan 54626

Harley Dykstra

MINISTER FOR PLANNING

PROPOSAL TO AMEND A LOCAL PLANNING SCHEME

LOCAL AUTHORITY:	CITY OF BUSSELTON
DESCRIPTION OF TOWN PLANNING SCHEME:	LOCAL PLANNING SCHEME NO.21
TYPE OF SCHEME:	DISTRICT PLANNING SCHEME
NO. OF AMENDMENT:	AMENDMENT NO. 54

AMENDING SCHEDULE 3 TO INCLUDE AN ADDITIONAL SPECIAL PROVISION AREA RELATING TO LOTS 20, 21, 31, 37, 46 AND 47 ON SURVEY-STRATA PLAN 54626 (LOT 2883) PUZEY ROAD, WILYABRUP

1 INTRODUCTION

This Scheme Amendment proposal seek to add an additional Special Provision Area to the City of Busselton Local Planning Scheme No. 21, in relation to Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 (Lot 2883) Puzey Road, Wilyabrup.

The existing survey-strata, also known as Wilyabrup Waters, consists of 21 tourist chalet lots, two larger agricultural lots and common property, located around two manmade lakes.

A subdivision application in 2020 approved an increase in strata lots from 16 (plus common property) to the existing 23 lots (plus common property).

It was following the approval of the re-strata that an anomaly was realised whereby residential development (or permanent stay) was not permitted under the existing Local Planning Scheme requirements.

Since that time the landowners have been in discussions with the City (and Department of Planning, Lands and Heritage) regarding this anomaly and the City agreed that they support in principle an amendment to the Scheme to allow for unrestricted length of stay over some of the lots. This is therefore the reason for this amendment.

It is also noted that in the existing Strata Scheme by-laws (Section 21 (8)), the following is stated:

> *"All lot owners and the Strata Company agree that any future Scheme Amendment or similar to allow for additional short stay accommodation units have unrestricted length of stay, specifically in relation to Lots 20, 21, 31, 46 and 47, is fully supported and permitted."*

This is in addition to Section 21 (5) of the existing Strata Scheme by-laws which states:

Harley Dykstra

"The survey strata scheme allows for lot 37 that contains (or will contain) buildings and infrastructure to be used for residential use, with unrestricted length of stay, in addition to short stay tourist accommodation unit rights".

This Scheme Amendment proposes to implement and allow for these initiatives.

Harley Dykstra

2 BACKGROUND AND SITE CONTEXT

2.1 Property Location and Characteristics

The subject land is located 21km (approx.) south west of the Dunsborough town centre, and 11km (approx.) south of Yallingup. A location plan is provided in **Figure 1** below.

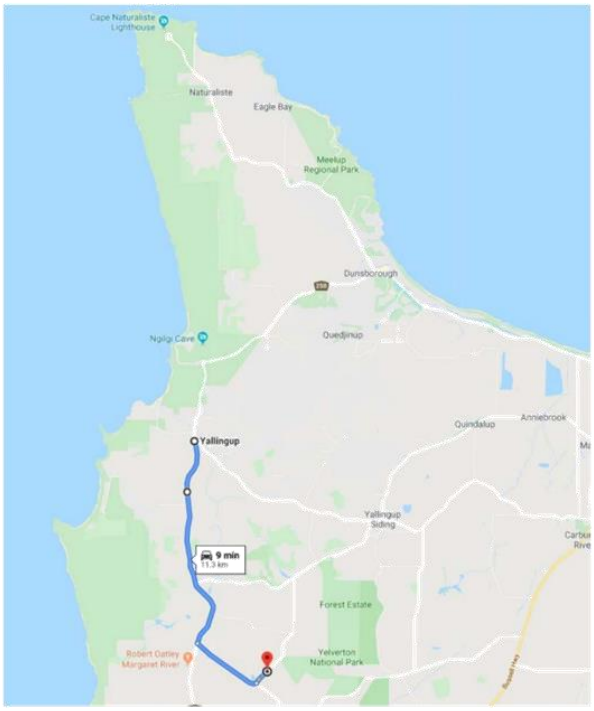

Figure 1 – Location Plan (source: Google)

The subject land is located in a tourist/ viticulture/ rural area, predominately used for primary production, cottage industries such as breweries / viticulture and tourism purposes. Surrounding land uses include:

- Carpe Diem Vineyard to the west;
- Four Elements Farm Stay to the south west;
- Bootleg Brewery to the south;
- Viticulture / agriculture to the north and east; and
- Yelverton National Park to the north east.

Harley Dykstra

2.2 Property Details

A copy of the relevant Survey-Strata Plan 54626 is included at **Appendix A**. The property details for the subject strata lots are as follows:

LOT NUMBER:	PLAN/ DIAGRAM:	VOLUME/FOLIO:	LOT AREA:	REGISTERED PROPRIETOR:
20	SP54626	4013/377	2097m²	Diane Jennifer D'Amico, Erico Giuseppe D'Amico
21	SP54626	4013/378	3525m²	The Royale Australian Golf Club Pty Ltd
31	SP54626	4013/381	2931m²	Accounting Management Services Pty Ltd
37	SP54626	4013/387	2000m²	Candice Susan Dix, Christopher Mark Dix
46	SP54626	4013/396	20.14ha	Redray Holdings Pty Ltd
47	SP54626	4013/397	20.07ha	Catriona Sylvia Parker, Ian Michael Paterson Parker

2.3 Zoning

The subject land is zoned *Viticulture/Tourism* under the City of Busselton Local Planning Scheme No. 21 (LPS 21).

2.4 Land Use

The existing survey-strata, also known as Wilyabrup Waters, consists of 21 tourist chalet lots, two larger agricultural lots and common property, located around two manmade lakes.

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3 LEGISLATION/PLANNING FRAMEWORK

3.1 Local Planning Strategy

The City of Busselton Local Planning Strategy (LPS) sets out the long term (25+ years) broad planning direction for the whole municipal area.

Under 'Theme 2: Activity centres and economy' in the LPS, one of the strategies outlined is as follows (section 8.2 (g)):

> *"To facilitate re-investment and the progressive updating of accommodation product, consider permitting unrestricted length of stay components for new development on Tourism zoned land within the Busselton-Vasse Urban Area and the Dunsborough Urban Area, consistent with the Local Tourism Planning Strategy and the WAPC relevant Planning Bulletin".*

It is noted that the subject land is not within the Busselton-Vasse or Dunsborough urban areas. However the merits of the above strategy still apply to the subject land. The original strata was registered in February 2009 and in subsequent years failed to meet market expectations. The re-strata of the property in recent years has improved the viability of the strata and the purpose of this amendment is to further facilitate the development of the strata. As outlined in this proposal, the limited unrestricted length of stay proposed will benefit the primary use of short stay accommodation as well as the permissible commercial uses.

It is also noted that the WAPC Planning Bulletin referenced in the above strategy acknowledges that unrestricted length of stay proposals in tourism developments should be considered on their merits. Planning Bulletin 83/2013 (Planning for Tourism) specifically states,

> *"Proposals for non-tourist accommodation developments (such as permanent residential, commercial, retail, conference/ reception centre, restaurant/ café) within tourism sites, to facilitate the development of tourist accommodation, should be considered on a case by case basis."*

As outlined in this proposal, this Scheme Amendment will simply allow for an anomaly of the current Scheme to be rectified whereby unrestricted length of stay can be considered for the subject land. The unrestricted length of stay (for specific lots) will still require future Development Applications to be considered on their merits at the applicable time.

3.2 Local Tourism Planning Strategy

The City of Busselton Local Tourism Planning Strategy (LTPS) aims to guide and coordinate sustainable tourism development from a land use planning perspective within the City of Busselton.

The LTPS classifies tourism sites into three categories- strategic tourism sites/ precincts, non-strategic tourism sites and tourist zoned land where alternative zonings may be considered. The subject land is not included in any of the three categories under the LTPS.

It is noted that the LTPS includes recommendations in relation to zoning framework and one aspect highlighted is the following (Section 3.4.6.1):

> *"The 'unrestricted length of stay' accommodation within predominantly tourism developments is not 'residential' development, and will not necessarily be subject of the same development standards as would apply to equivalent residential development, but there will need to be a*

Harley Dykstra

case-by-case assessment and/or development of more detailed guidance in local planning policy, to establish appropriate development standards for unrestricted length of stay accommodation."

So again it is noted that where unrestricted length of stay is proposed, these proposals need to be determined on their individual merits. It is also again highlighted that this Scheme Amendment will simply allow for an anomaly of the current Scheme to be rectified whereby unrestricted length of stay can be considered for the subject land. The unrestricted length of stay (for specific lots) will still require future Development Applications to be considered on their merits at the applicable time.

3.3 Existing Strata Scheme by-laws

The Strata Scheme by-laws set out the operations and requirements of a strata under the Strata Titles Act.

The existing Strata Scheme by-laws for the Wilyabrup Waters development outline how the strata will operate also in terms of land uses. The by-laws allow for short stay accommodation, some commercial use, some agricultural use and some residential use for various lots. All of these uses can be considered by the City of Busselton under the Local Planning Scheme for the Viticulture/Tourism zone, with the exception of residential development (or permanent stay). This is the reason for this proposed Scheme Amendment and is outlined further in Section 3.2 below.

It is also noted that in the existing Strata Scheme by-laws (Section 21 (8)), the following is stated:

"All lot owners and the Strata Company agree that any future Scheme Amendment or similar to allow for additional short stay accommodation units have unrestricted length of stay, specifically in relation to Lots 20, 21, 31, 46 and 47, is fully supported and permitted."

This is in addition to Section 21 (5) of the existing Strata Scheme by-laws which states:

"The survey strata scheme allows for lot 37 that contains (or will contain) buildings and infrastructure to be used for residential use, with unrestricted length of stay, in addition to short stay tourist accommodation unit rights".

This Scheme Amendment now proposes to implement and allow for these initiatives.

3.4 City of Busselton Local Planning Scheme No. 21

This amendment seeks to rectify an anomaly whereby residential development (or permanent stay) cannot be considered by the City of Busselton under the Local Planning Scheme for the subject land.

It is noted that the existing Local Planning Scheme No. 21 allows for 'Single House' to be considered in the Viticulture/Tourism zone (it is a permitted use). However, since the subject land (the Wilyabrup Waters development) is a strata with common property, any dwellings developed on the land will be defined as a 'grouped dwelling' (as defined by the Residential Design Codes). 'Grouped dwelling' is currently listed as an 'X' use (i.e. not permitted) in the Viticulture/Tourism zone under Local Planning Scheme No. 21.

Another mechanism is therefore required in the Local Planning Scheme to allow for the consideration of residential development (permanent stay) for the subject land. It is therefore proposed to include an additional Special Provision area for the subject land, as outline in Section 4 below.

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4 PROPOSED SCHEME AMENDMENT

This Scheme Amendment seeks to amend Schedule 3 of Local Planning Scheme No. 21 by including an additional Special Provision area which relates to the subject land.

It is proposed Schedule 3 of the Scheme Text be amended to include the following:

No.	Particulars of Land	Zone	Special Provisions
SP76	Strata Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 (Lot 2883) Puzey Road, Wilyabrup	Viticulture/Tourism	Notwithstanding any other provision of the Scheme, additional buildings with unrestricted length of stay are permissible for Lots 20, 21, 31, 37, 46 and 47 as shown on the current Strata Plan 54626 (approved on 24 December 2021).

The main reason for this proposed amendment is to address the anomaly in the current Local Planning Scheme which currently does not allow the City of Busselton to consider residential development (unrestricted length of stay) for the subject land, as outlined earlier.

Strata Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 have been included in this amendment to form part of the additional Special Provision area and allow for these lots to contain residential use (unrestricted length of stay). The following justification is provided:

- The landowners have been in discussions with the City (and Department of Planning, Lands and Heritage) regarding the anomaly and the City has previously agreed that they support in principle an amendment to the Scheme to allow for unrestricted length of stay over some of the lots;
- Lots 20, 21 and 31 are located close to the existing entry of Wilyabrup Waters and can provide an ongoing security measure in relation to those entering the development and parking on the adjacent common property (Lot 26);
- Lots 46 and 47 are the largest lots in the strata (20 hectares each) and can be used for agricultural uses which in turn will need to be operated and maintained. This will best be achieved by those living onsite;
- Under the existing Strata Scheme by-laws, Lot 37 has the right to allow for residential use, with unrestricted length of stay, in addition to short stay tourist accommodation unit rights;
- Under the existing Strata Scheme by-laws, Lots 20 and 21 have the right to allow for tourist commercial uses which in turn will need to be operated and maintained. This will best be achieved by those living onsite; and
- Under the existing Strata Scheme by-laws, Lots 31, 46 and 47 have the right to allow for a resident manager.

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5 CONCLUSION

The information contained within this report substantiates the request for an additional Special Provision area in Schedule 3 of Local Planning Scheme No. 21 which relates to the subject land.

This amendment has been prepared following the receipt of in principle support from the City of Busselton. This amendment seeks to fix an anomaly in the Scheme whereby residential development (or permanent stay) cannot currently be considered under the existing Local Planning Scheme requirements for the subject land.

Overall, the existing agricultural tourism development of Wilyabrup Waters will benefit from some permanent residential use (unrestricted length of stay) in terms of security measures as well as practical onsite management and maintenance.

It is respectfully requested the proposed Scheme Amendment is initiated and adopted.

Harley Dykstra

PLANNING AND DEVELOPMENT ACT 2005

CITY OF BUSSELTON

LOCAL PLANNING SCHEME NO.21 AMENDMENT NO. 54

The City of Busselton under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above Local Planning Scheme by:

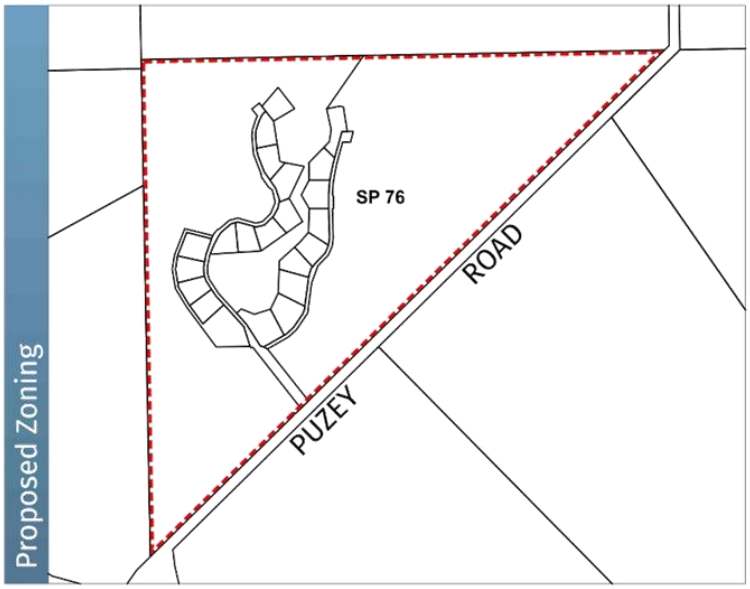
1. Amending Schedule 3 and including an additional Special Provision area, as follows:

No.	Particulars of Land	Zone	Special Provisions
SP76	Strata Lots 20, 21, 31, 37, 46 and 47 on Survey-Strata Plan 54626 (Lot 2883) Puzey Road, Wilyabrup	Viticulture/Tourism	Notwithstanding any other provision of the Scheme, additional buildings with unrestricted length of stay are permissible for Lots 20, 21, 31, 37, 46 and 47 as shown on the current Strata Plan 54626 (approved on 24 December 2021).

2. Update the Scheme Maps accordingly.

CITY OF BUSSELTON
Town Planning Scheme No. 21
Amendment No.





LOCAL SCHEME RESERVES

Recreation

LOCAL SCHEME ZONES

Rural

Viticulture/Tourism

OTHER CATEGORIES

SP1 Special Provision Area

No Zone

Mapping prepared by Harley Dykstra
21 Spencer Street, BUNBURY WA 6230
T: 08 9792 6000
Plan No. | 23284-01A Drawn | NP 28/07/22

Harley Dykstra

PLANNING AND DEVELOPMENT ACT 2005

CITY OF BUSSELTON

LOCAL PLANNING SCHEME NO.21 AMENDMENT NO. 54

ADOPTION:
Adopted by resolution of the Council of the City of Busselton at the meeting of the Council held on the _____day of _____20___:

Mayor

Chief Executive Officer

FINAL APPROVAL:

Adopted for final approval by resolution of the City of Busselton at the meeting of the Council held on the _____day of _____20___ and the Common Seal of the municipality was pursuant to that resolution hereunto affixed in the presence of:

Mayor

Chief Executive Officer

RECOMMENDED / SUBMITTED FOR FINAL APPROVAL:

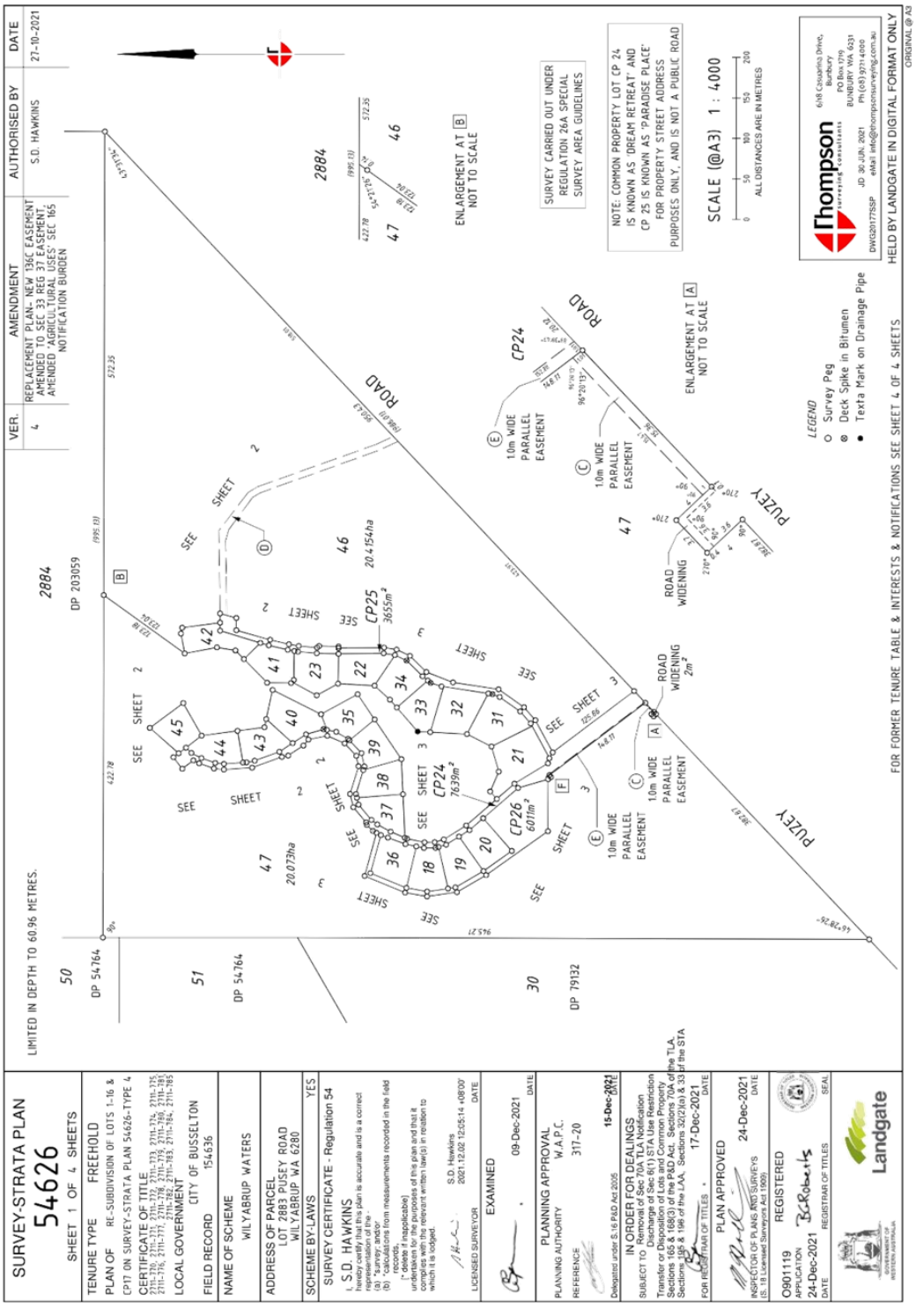
Delegated under s.16 of the PD Act 2005 **Date**

FINAL APPROVAL GRANTED:

Minister for Planning **Date**

APPENDIX A | SURVEY-STRATA PLAN 54626

CITY OF BUSSELTON
Local Planning Scheme No. 21
Proposed Special Provision Area



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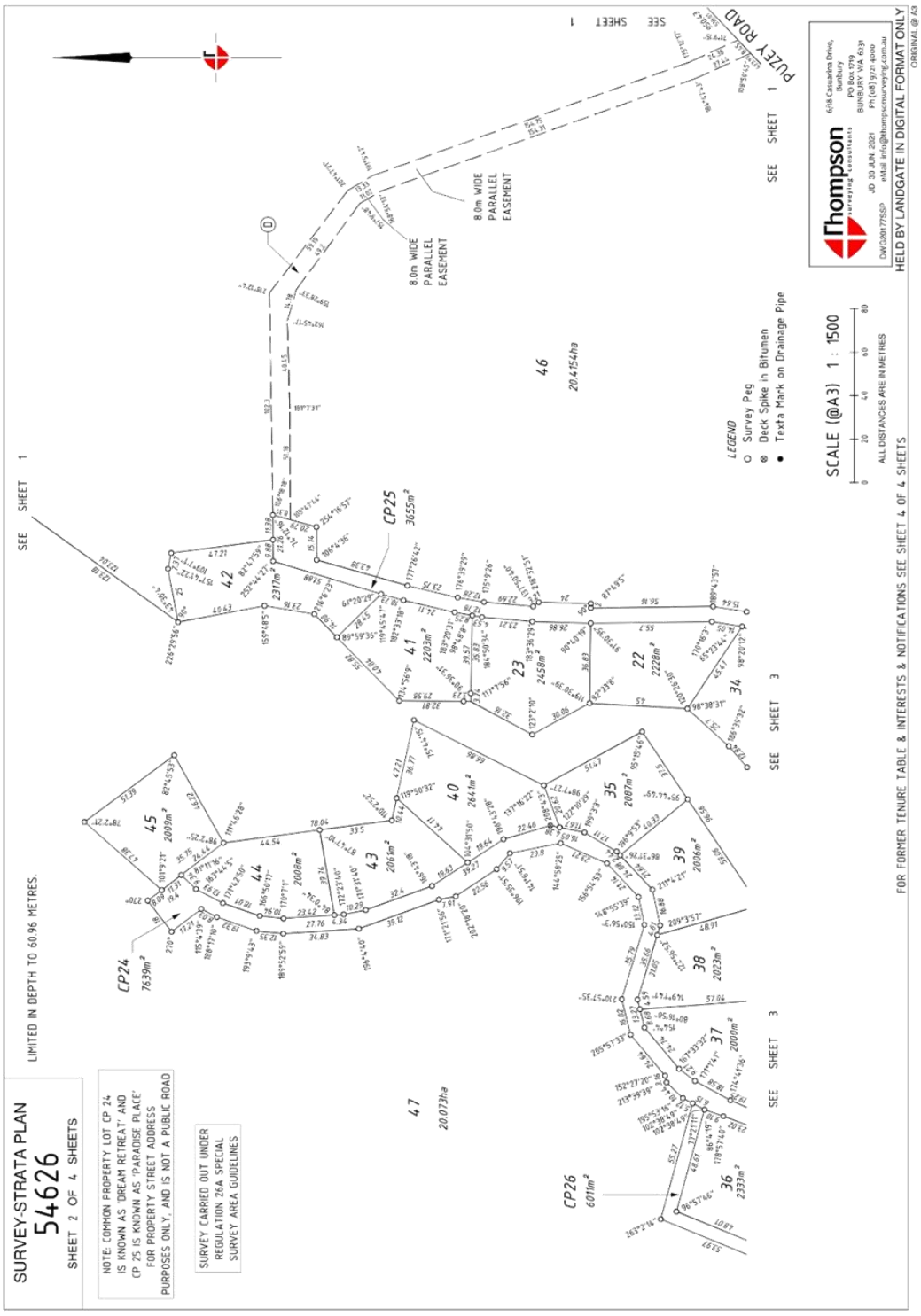

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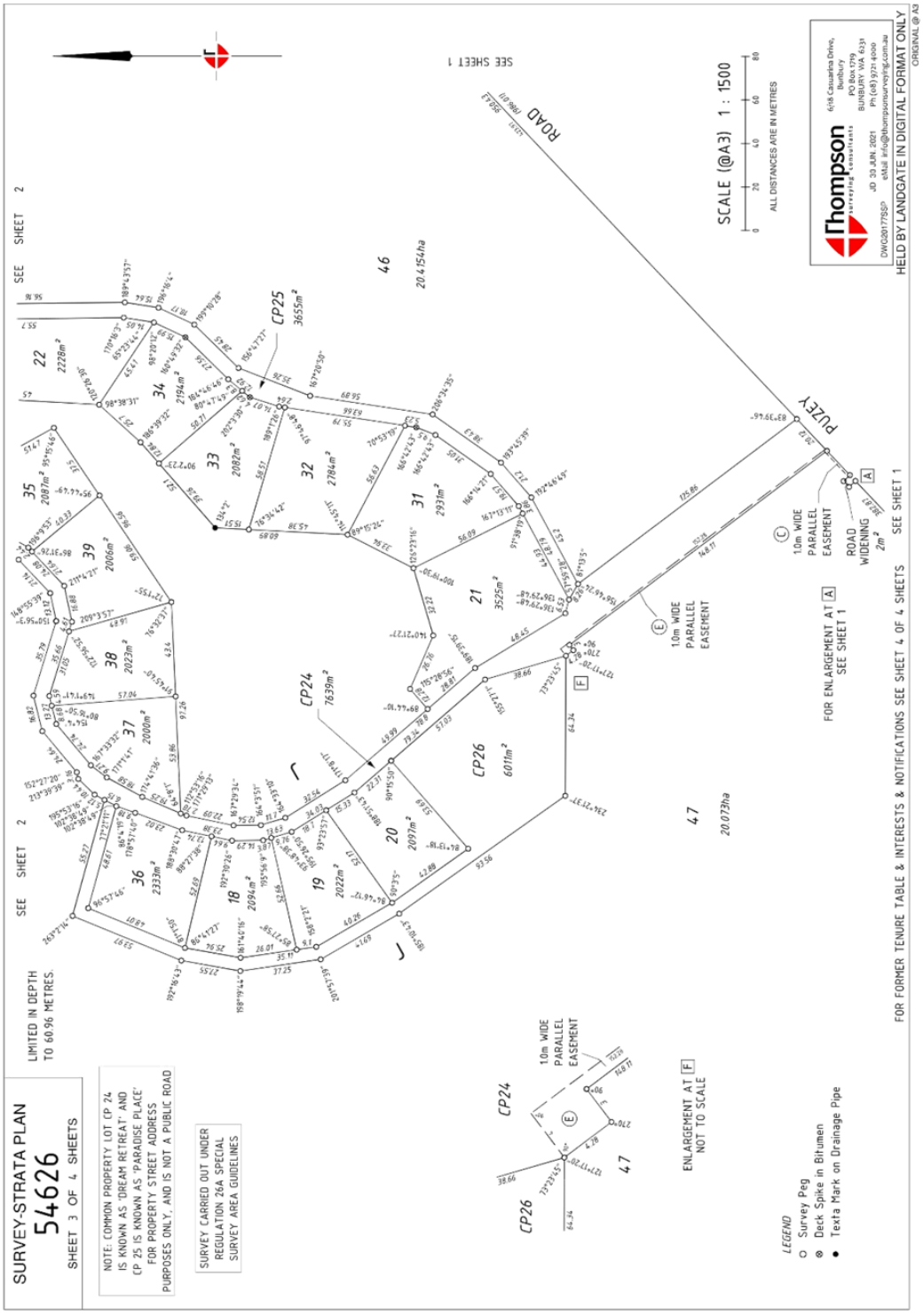

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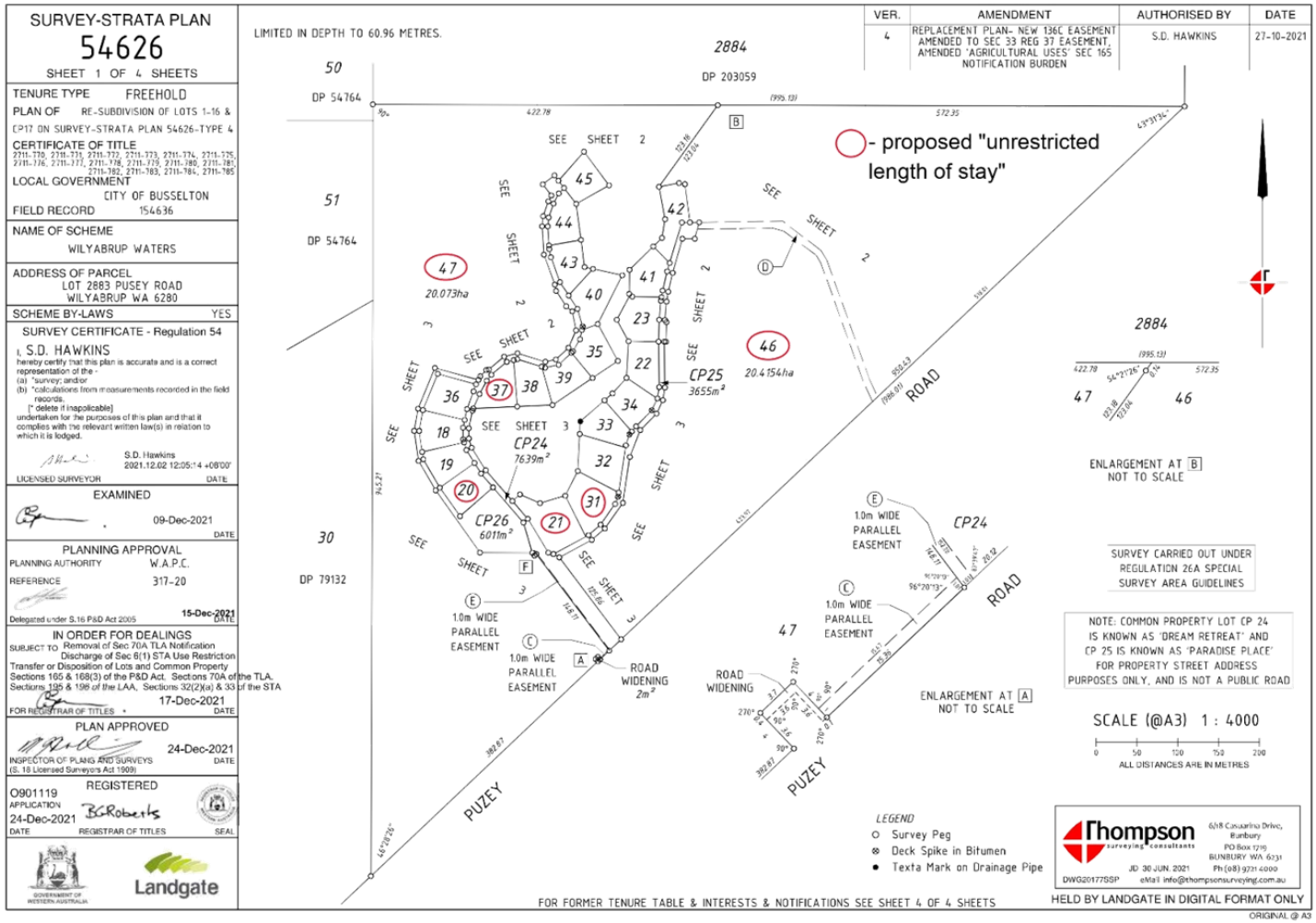
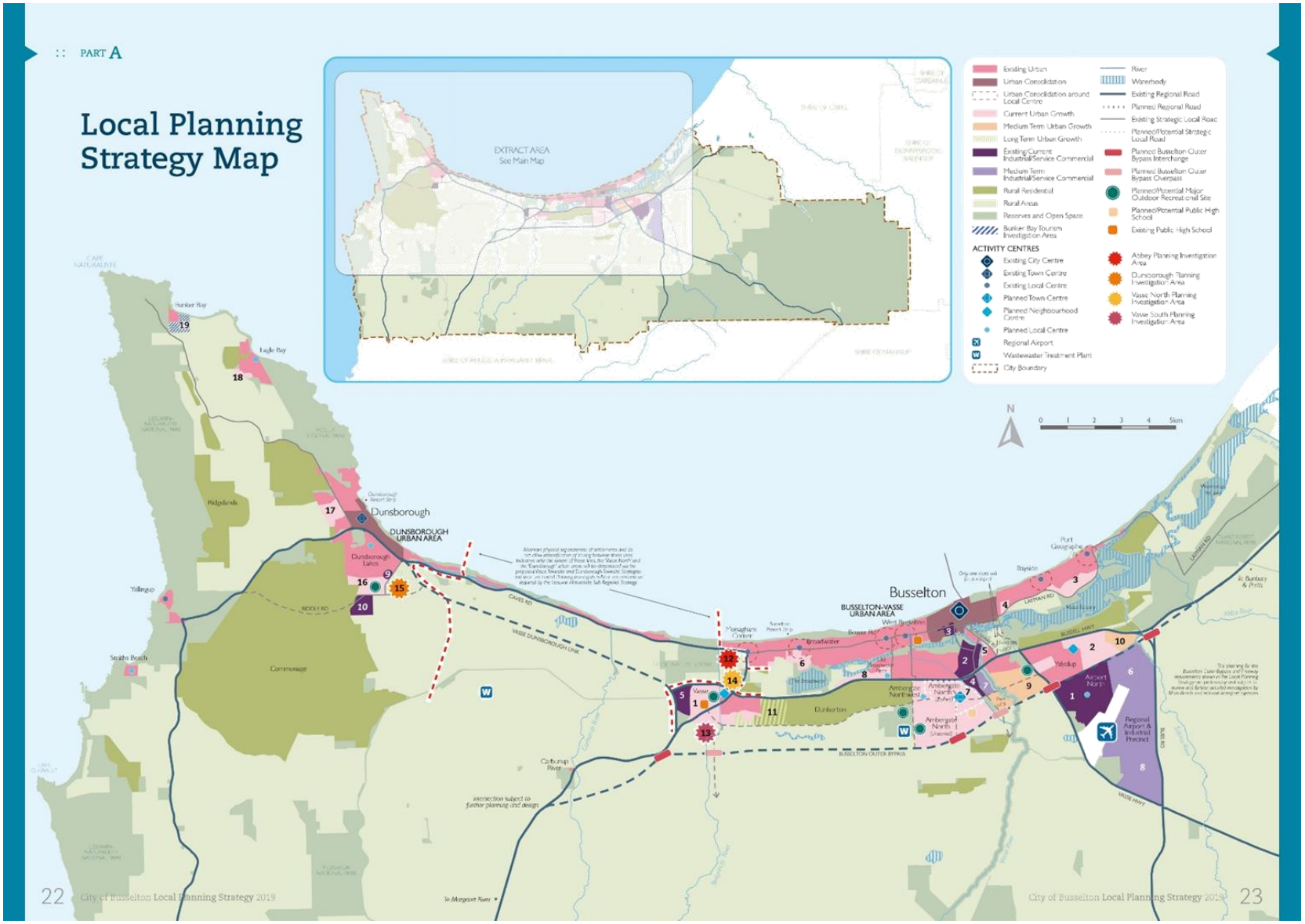



PART A
Local Planning Strategy Map
EXTRACT AREA
See Main Map
Existing Urban
Urban Consolidation
Urban Consolidation around Local Centre
Current Urban Growth
Medium Term Urban Growth
Long Term Urban Growth
Existing/Current Industrial/Service Commercial
Medium Term Industrial/Service Commercial
Rural Residential
Rural Areas
Reserves and Open Space
Bunker Bay Tourism Investigation Area
ACTIVITY CENTRES
Existing City Centre
Existing Town Centre
Existing Local Centre
Planned Town Centre
Planned Neighbourhood Centre
Planned Local Centre
Regional Airport
Wastewater Treatment Plant
City Boundary
River
Waterbody
Existing Regional Road
Planned Regional Road
Existing Strategic Local Road
Planned/Potential Strategic Local Road
Planned Busselton Outer Bypass Interchange
Planned Busselton Outer Bypass Overpass
Planned/Potential Major Outdoor Recreational Site
Planned/Potential Public High School
Existing Public High School
Abbey Planning Investigation Area
Dunsborough Planning Investigation Area
Vasse North Planning Investigation Area
Vasse South Planning Investigation Area
N
0 1 2 3 4 5km
Dunsborough
DUNSBOROUGH URBAN AREA
Busselton
BUSSELTON-VASSE URBAN AREA
Commonage
Yallingup
Smiths Beach
Ridgelands
Bunker Bay
Eagle Bay
Dunsborough Lakes
Vasse
Dunbarton
Ambergate North
Ambergate Northwest
Yalyalup
Airport North
Regional Airport & Industrial Precinct
Carbunup River
Port Geographe
Bayside
Broadwater
Monaghans Corner
Vasse Dunsborough Link
Busselton Outer Bypass
Vasse Hwy
Bussell Hwy
Layman Rd
Caves Rd
Middle Rd
Busselton Outer Bypass
To Margaret River
To Bunbury & Perth
22 City of Busselton Local Planning Strategy 2019
City of Busselton Local Planning Strategy 2019 23

14.1 BUSSELTON WAR MEMORIAL

STRATEGIC THEME	LIFESTYLE - A place that is relaxed, safe and friendly with services and facilities that support healthy lifestyles and wellbeing
STRATEGIC PRIORITY	2.1 Recognise, respect and support community diversity and cultural heritage.
SUBJECT INDEX	War Memorial
BUSINESS UNIT	Community Services
REPORTING OFFICER	Cultural Development Officer - Jacquie Happ Landscape Architect - Bruce Thomas
AUTHORISING OFFICER	Director, Engineering and Works Services - Oliver Darby
NATURE OF DECISION	Noting: The item is simply for information purposes and noting
VOTING REQUIREMENT	Simple Majority
ATTACHMENTS	Attachment A War Memorial Concept Plan Attachment B War Memorial Sentinels Attachment C War Memorial Cenotaph Spire Attachment D War Memorial Option 1 and 2

DISCLOSURE OF INTEREST	
Date	16 November 2022
Meeting	Ordinary Council
Name/ Position	Cr Grant Henley
Item no./ Subject	Item 14.1 'BUSSELTON WAR MEMORIAL'
Type of Interest	Impartiality Interest
Nature of Interest	I am a member of the Busselton RSL.

Prior to the meeting, officers foreshadowed an amendment to the recommendation. The amended recommendation was moved first and carried.

COUNCIL DECISION

C2211/288 Moved Councillor A Ryan, seconded Councillor P Carter

That the Council requests the CEO to:

1. **undertake community engagement regarding the development of a new War Memorial at Rotary Park, on the basis of the attached concept designs (Attachments A, B, C and D), whilst retaining the existing War Memorial Cenotaph in its current location; and**
2. **on completion of the community engagement, present a report to the Council detailing the outcomes of the community engagement, for a final determination on how to proceed, with that report to include information about the financial implications of the proposal, including the cost of maintaining the existing cenotaph.**

CARRIED 8/0

Reasons: To clarify the scope of the proposed development and consultation, and to outline the details of the report which will be brought back to Council.

OFFICER RECOMMENDATION

That the Council:

1. Endorse the concept designs for the potential relocation of the War Memorial to Rotary Park as per Attachment A, for the purposes of further community engagement; and
2. On completion of the community engagement request the CEO present a report to the Council for a final determination on the relocation.

EXECUTIVE SUMMARY

The Busselton War Memorial (War Memorial) is located in Victoria Square, a park bound by Albert and Pries Avenue, Peel Terrace and Causeway Road. Officers have been working with the Busselton Returned and Services League (RSL) since 2016 to relocate or build a new memorial in Rotary Park. This report outlines the reasoning behind a new memorial location, the options available for a new memorial, and proposes community engagement to be undertaken in relation to relocation.

BACKGROUND

The Busselton War Memorial was constructed in 1919 in Victoria Square. Like all war memorials, it is significant, with its purpose being to acknowledge men and women from the region who have been killed in action.

In 2016 the City was considering traffic management at the entry to Busselton, to resolve bottlenecks at the intersection of Albert and Queen Streets. One of the solutions recommended was a realignment at the junction which would impact on the War Memorial. It was recognised that if this realignment was to occur, the City would need to engage with the RSL around potential relocation of the War Memorial.

Traffic studies resulted in the Eastern Link Project commencing construction in 2020. While traffic solutions at Victoria Square are not currently viable, as the City grown further traffic studies will occur and other solutions may need to be investigated.

Coincidentally, in 2016, the RSL had commenced discussions with the City around the relocation of the War Memorial due to the growing attendance at ANZAC and Remembrance Day services. Rotary Park was suggested as a good location. In 2021 and 2022 grant applications were made to the Federal Government's "Saluting Their Service Commemorative Grant Program". In 2022, the RSL, with support from RSL WA, was successful in the receiving $149,999. The City has had budget in the Long Term Financial Plan since 2020 in anticipation of construction in 2021-22 or 2022-2023 financial years.

OFFICER COMMENT

Any alternative location for the Busselton War Memorial would require:

- More space for services
- Access to toilets
- Access to parking
- Be a quiet place for reflection

Additionally it would be an opportunity to correct spelling mistakes and missing names on the granite plaques on the existing cenotaph.

This report is seeking Council's support for further community engagement in relation to the relocation of the War Memorial given the importance of the War Memorial and that it recognises the significant sacrifices of the returned servicemen and women.

Below outlines the engagement that has taken place to date:

- 2016; members of the RSL were advised at a General Meeting of a proposal to relocate the Cenotaph.
- 2017; members unanimously agreed at a General Meeting to go ahead with the project due to the limitations of the current location.
- 2018; the relocation project was put on hold while the Eastern Link was proposed and then constructed.
- 2019; the City recommenced discussion with the RSL. At another General Meeting, the sub-branch President put forward a vote on the relocation, and again, support was unanimous.
- Officers continued discuss the project and grant funding opportunities with RSL.
- 2020; The Eastern Link was opened in July 2020 with traffic management studies continuing and the road realignment considered again.
- 2021; the City applied for a Department of Veteran Affairs grant, which was unsuccessful.
- 2022; regular meetings with the executive of the RSL about the options for the memorial (see Attachment 1 War Memorial Concept Plan) including:
    - Use of stone
    - Relocation of the spire section of the cenotaph (the top section of sandstone)
    - Space for the dais
    - Landscaping
    - Increasing the number of flag poles
    - Installation of Honour Walls to install plaques with names
    - Installation of Memorial Walk which includes placing of 187 bronze plaques of World War I servicemen and women.
    - Installation of 'sentinels' that have the insignias of the defense force (see Attachment 2 War Memorial Sentinels) :
        - All forces
        - Air force
        - Navy
        - Army.
    - It was decided to leave the Memorial Wall where ashes are cached, until community engagement was undertaken and contact made with as many of the families of people interred in the wall as possible.
    - In May 2022 the RSL's "Saluting Their Service Commemorative Grant" was approved for nearly $150,000.
    - In June 2022, Hancock Memorials informed the RSL and City that the spire, which is in three parts, is fragile and could be damaged if removed. They recommended leaving the memorial in place and building a new memorial in Rotary Park (see Attachment 3 War Memorial Cenotaph Spire)

Most recently City Officers have met with executive of RSL and discussed options for a new memorial concept given the fragility of the spire to members at a General Meeting. City Officers have narrowed the options for the Memorial to two and, at the time of writing the report, the RSL were in the process of deciding which option is preferred. (see Attachment 4 Options 1 and 2). Any project commencement would be delayed until after the Vasse River Sediment Removal Project works are completed (expected to be May 2023).

Following Council endorsement, further engagement with the community will be undertaken, including:

- Pop-up information stall at the Busselton markets;
- Your Say project page with community survey;
- Notice/s in City Connect (as required); and/or
- Social media posts developed on behalf of the RSL.

With regard to the Memorial Wall (niches) a decision about removing it and rebuilding it in Rotary Park will be done after further consultation with families of those interned, and the wider community.

There are other Councils who have relocated war memorials due to a variety of reasons,

Bassendean War Memorial (1971 and 2014)

- To allow for a new building to be built (1971)
- Congestion at existing site (2014) and
- Increased attendance at services

Pinjarra War Memorial (2019-2020):

- Proximity of existing memorial to busy road
- To improve accessibility for visitors
- Less noise impacts at new site

Bunbury War Memorial (currently investigating a relocation):

- Proximity of existing memorial to busy road
- To improve safety for attendees
- To provide more space for attendees (approx. 3,000 at services)
- Concern about memorial being in a bad state of repair

Ocean Reef (currently investigating)

- Due to Ocean Reef Marina Construction Project

Statutory Environment

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

Relevant Plans and Policies

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

Financial Implications

Funds have been allocated in the Long Term Financial Plan since the 2019/2020 Financial Year.

A budget has been included in the 2022/23 budget when the RSL had the Department of Veteran Affairs "*Saluting Their Service Grant Commemorative Grant*" approved in May 2022 for nearly $150,000.

Funding Source	Amount
Municipal Funds	$375,000
RSL Contribution (Approved Grant)	$150,000
	$525,000

This grant is allocated to the RSL for:

- Removal/relocation and or new sandstone spire of the cenotaph;
- Granite base for memorial;
- Honour Wall construction of sandstone;
- Plaques for the Honour Wall (includes the names of all the current people as well as a number of those that are missing);
- Exposed aggregate to install bronze plaques along a Memorial Walk (plaques from a previous grant);
- Flagpoles; and
- A portion of landscaping.

Note that full and final costs will not be known until the design is approved and finalised and all associated costs have been received.

Stakeholder Consultation

There has been significant stakeholder consultation with the RSL since 2016. The City has met with the executive committee of the RSL and presented to its members at regular intervals as outlined in the Officer Comment.

There has been one broader community engagement session hosted by the RSL that was advertised in the Community Connect twice. The session was attended by 12 community members. The overall feedback was positive towards proceeding with the new location. Community queries were concerned with the Memorial Wall (the niche wall with ashes interred) and if it would be moved or not.

Risk Assessment

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

Perception of community engagement with the community about the War Memorial relocation.			
Risk Category	**Risk Consequence**	**Likelihood of Consequence**	**Risk Level**
Reputation	Minor	Likely	Medium

The RSL are considered the custodians of the War Memorial as they run the annual commemorative services and advocate for returned service men and women. As the custodians, the RSL Sub-branch of Busselton are the key stakeholder on this project. Additional to further engagement, working with the Executive Committee and communicating to members on a regular basis will help mitigate reputational risk.

Options

As an alternative to the proposed recommendation the Council could:

1. Decline to endorse the draft concept plan.
2. Recommend changes to the draft concept plan before further community engagement.
3. Approve the concept plan and relocation based on consultation to date and proceed with the relocation and construction.

CONCLUSION

The relocation of the Busselton War Memorial is a partnership between the Busselton RSL and the City of Busselton. Officers are recommending that Council endorse the draft concept design for the relocated memorial at Rotary Park, for the purposes of further community engagement.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

A further report on completion of the community engagement will be presented to the Council in February 2023.

Attachment 1
War Memorial Concept Plan

- New War Memorial
- Four sentinel boulders with insignia
- Honour Walls
- Dais
- Memorial Walk plaques
- Four flag poles

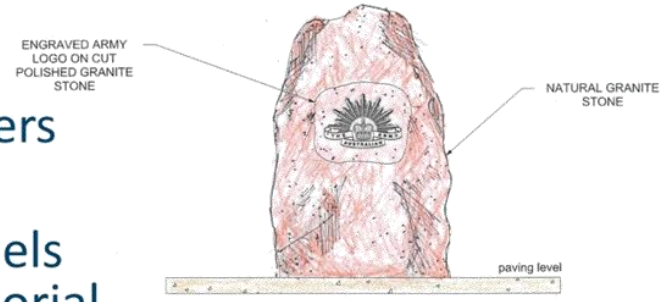


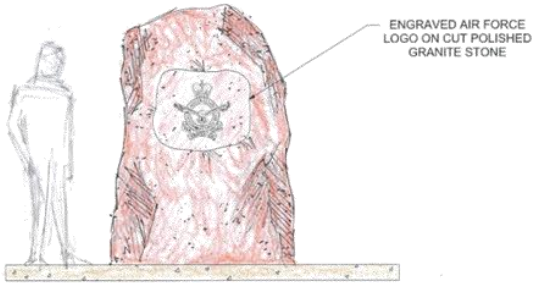
VIEW FROM THE MEMORIAL WALK TO THE CENOTAPH AREA PRELIMINARY IMAGERY

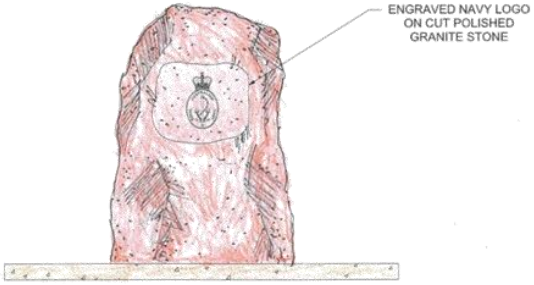
Geographe Bay

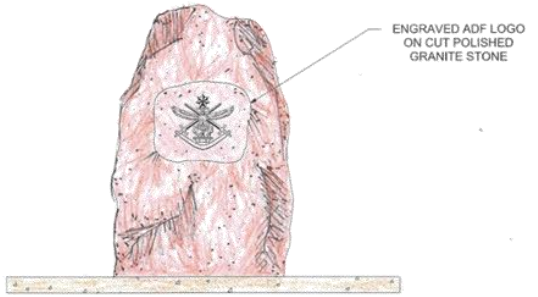
Attachment 2 War Memorial Sentinels

- Four large boulders
- Sourced locally
- Represent sentinels around the memorial
- Each has an Armed Forces insignia on it
  - Combined forces
  - Army
  - Navy
  - Air Force







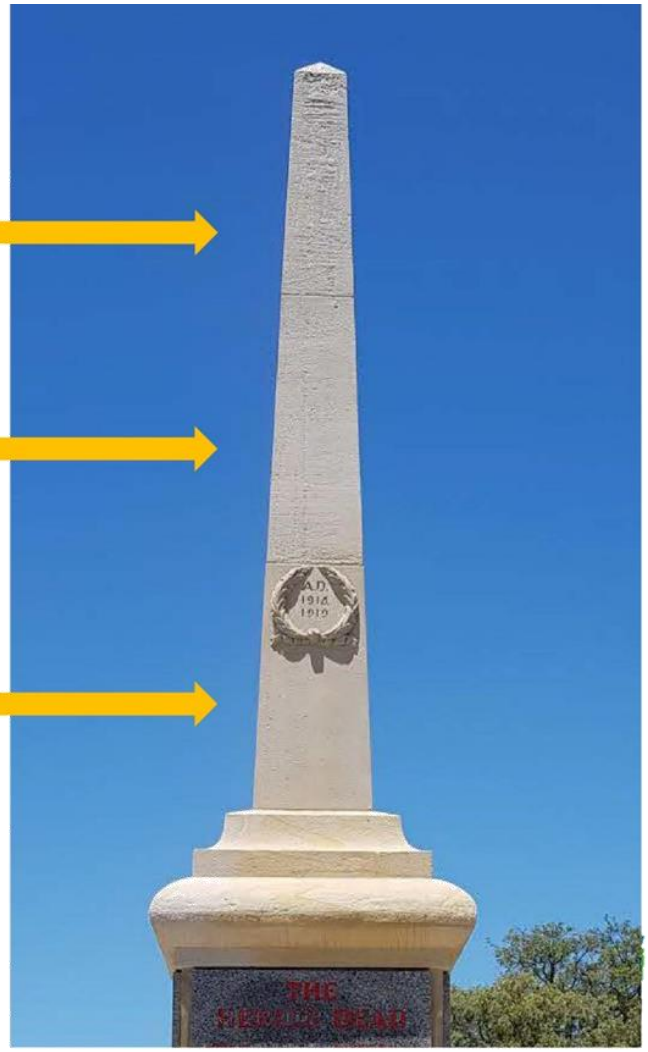


City of Busselton
Geographe Bay

Attachment 3
War Memorial Cenotaph Spire

- Cenotaph is made of Donnybrook sandstone
- Has three sections
- Sections need to be lifted off by crane
- Advise is that it is very fragile as it is difficult to grip

- A replica can be made of sandstone



Attachment 4
War Memorial Option 1

- Cut Calca granite rock
- Flat polished face
- Rear is natural stone
- Carved wreath is made from white granite
- Wattle and Eucalypt features
- Lest We Forget sandblasted and sprayed with white aluminium paint
- About 2.75 metres high



City of Busselton
Geographe Bay

Attachment 4
War Memorial Option 2

- Replica Cenotaph made of sandstone
- Calca granite base for height
- About 5.6m high
- Closer to the current memorial height



15.2 MERG OUTCOMES

STRATEGIC THEME	OPPORTUNITY - A vibrant City with diverse opportunities and a prosperous economy
STRATEGIC PRIORITY	3.3 Continue to promote the District as the destination of choice for events and unique tourism experiences.
SUBJECT INDEX	MERG Outcomes
BUSINESS UNIT	Commercial Services
REPORTING OFFICER	Events Coordinator - Peta Pulford
AUTHORISING OFFICER	Director Community and Commercial Services - Naomi Searle
NATURE OF DECISION	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
VOTING REQUIREMENT	Absolute Majority
ATTACHMENTS	Attachment A BDEMP (MERG) Terms of Reference Attachment B Event Strategy 2022 Attachment C BDEMP (MERG) Terms of Reference – tracked changes

DISCLOSURE OF INTEREST	
Date	16 November 2022
Meeting	Ordinary Council
Name/ Position	Cr Grant Henley
Item no./ Subject	Item 15.2 'MERG OUTCOMES'
Type of Interest	Impartiality Interest
Nature of Interest	I am a member of the Fremantle Dockers Football Club.

Prior to the meeting, officers foreshadowed an amendment to the recommendation. The amended recommendation was moved first and carried.

COUNCIL DECISION

C2211/289 Moved Councillor P Carter, seconded Councillor M Love

That Council:

1. **Endorses the following single year funding allocations towards the following economic focussed events, to be funded from the 2022/23 Events Budget:**

Event Name	Amount
Busselton Ukulele Strummaganza	**$0**
WA Gravity Enduro	**$4,000**
42nd Nacra National Championships	**$2,500**
Geographe Bay Race Week	**$10,000**
GBYC – Australia Day Regatta	**$0**
Grapes of Mirth	**$7,500**
Yallingup Shred Fest	**$7,000**
Nautical Drive Festival	**$1,250**
King of Concrete	**$8,000**
TOTALS	**$40,250**

2. Endorses the following single year funding allocations towards the following community events, to be funded from the 2022/23 Events Budget:

Event Name	Amount
Christmas in Mitchell Park	$3,500
TOTALS	$3,500

3. Endorses the following multi year funding allocations towards the following events, to be funded from the 2022/23 – 2024/25 Events Budgets:

Event Name	Amount
MR Readers & Writers – Busselton Special Edition	2022/23 $10,000 2023/24 $12,500 2024/25 $15,000
SW Craft Beer Festival	2022/23 $10,000 2023/24 $10,000 2024/25 $10,000
TOTALS	2022/23 $20,000 2023/24 $22,500 2024/25 $25,000

4. Endorses the following multi year funding allocations towards the following economic development initiatives, to be funded from the 2023/24-2027/28 Marketing Budgets:

Economic Development Initiative	Amount
WAAPA Performance Activation Program	2023/24 $40,000 2024/25 $40,000 2025/26 $40,000 2026/27 $40,000
TOTALS	2023/24 $40,000 2024/25 $40,000 2025/26 $40,000 2026/27 $40,000

5. Endorses the allocation of up to $5k towards the Fremantle Dockers Football Club Community Camp, to be funded from the 2022/2023 Marketing Budget;

6. Endorses the adoption of the amended Business Development, Events and Marketing Program (previously Marketing and Events Reference Group) Terms of Reference at Attachment C; and

7. Endorses the City of Busselton Events Strategy as a guide for future planning.

CARRIED 8/0

BY ABSOLUTE MAJORITY

Reasons: Officers recommended the late funding request from Fremantle Dockers Football Club, to promote the AFL Regional Community Camp. Minor amendments have been made to the proposed Terms of Reference to correct grammatical errors and provide clarity around Membership and funding objectives.

OFFICER RECOMMENDATION

That Council:

1. Endorses the following single year funding allocations towards the following economic focused events, to be funded from the 2022/23 Events Budget:

Event Name	Amount
Busselton Ukulele Strummaganza	$0
WA Gravity Enduro	$4,000
42nd Nacra National Championships	$2,500
Geographe Bay Race Week	$10,000
GBYC – Australia Day Regatta	$0
Grapes of Mirth	$7,500
Yallingup Shred Fest	$7,000
Nautical Drive Festival	$1,250
King of Concrete	$8,000
TOTALS	$40,250

2. Endorses the following single year funding allocations towards the following community events, to be funded from the 2022/23 Events Budget:

Event Name	Amount
Christmas in Mitchell Park	$3,500
TOTALS	$3,500

3. Endorses the following multi year funding allocations towards the following events, to be funded from the 2022/23 – 2024/25 Events Budgets:

Event Name	Amount
MR Readers & Writers – Busselton Special Edition	2022/23 $10,000 2023/24 $12,500 2024/25 $15,000
SW Craft Beer Festival	2022/23 $10,000 2023/24 $10,000 2024/25 $10,000
TOTALS	2022/23 $20,000 2023/24 $22,500 2024/25 $25,000

4. Endorses the following multi year funding allocations towards the following economic development initiatives, to be funded from the 2023/24-2027/28 Marketing Budgets:

Economic Development Initiative	Amount
WAAPA Performance Activation Program	2023/24 $40,000 2024/25 $40,000 2025/26 $40,000 2026/27 $40,000
TOTALS	2023/24 $40,000 2024/25 $40,000 2025/26 $40,000 2026/27 $40,000

5. Endorses the adoption of the Business Development, Events and Marketing Program (BDEMP) Terms of Reference; and

6. Endorses the City of Busselton Events Strategy as a guide for future planning.

EXECUTIVE SUMMARY

A meeting of the Marketing and Events Reference Group (MERG) was held on Wednesday 19 October 2022. This report presents the recommendations from this meeting.

BACKGROUND

At the Ordinary Meeting of Council held 13 April 2011, Council resolved (C1104/114) to endorse the implementation of a differential rating system whereby properties rated industrial and commercial across the City would directly contribute toward the City's continued support of tourism, marketing and event activities. The City also established a key stakeholders reference group, known as the Marketing and Reference Group' (MERG), to make recommendations to Council with respect to the marketing and events budget allocations.

At its meeting of 22 June 2011, Council resolved (C1106/201) to introduce a 3% differential rate on industrial and ccommercial rated properties which has increased over time to 10%. The proceeds from the differential rate are allocated towards funding marketing and events.

The 2022/23 budget for marketing and events totals $1,012,888. The breakdown of this budget is as follows:

- $759,666 – Events
- $253,222 – Marketing and economic development initiatives.

This excludes budget allocations for Leavers Week, administration, and events staffing.

A MERG meeting was held on Wednesday 19 October 2022, with the following key matters presented;

- update on events held since the last meeting on 21 September 2022 and upcoming major events; and
- consideration of funding for the 2022/23 – 2024/25 events budgets.

OFFICER COMMENT

Supporting the development and attraction of new events throughout the year, the City's Events Sponsorship Programme promotes the City of Busselton as an attractive event tourism destination. At the MERG meeting held 19 October 2022 a range of requests for funding were considered as outlined below:

Requests for Funding – 2022/23 Events Sponsorship Program – Round 2

Round 2 of the 2022/23 Events Sponsorship Program opened on 1 September 2022, closing 30 September 2022. Twelve (12) applications for funding through the Events Budget were received for a total of $113,150.

Applications have been separated into funding streams for the purpose of evaluation:

- Economic focussed events – aim to attract visitation to the region, bring economic return in the form of visitor and event spend with local business, attract significant media exposure, attract funding from other sources
- Community focussed events - provide social benefit and promote community connection, promote cultural diversity and inclusion, provide place making adding vibrancy and activation
- Economic development activities – focussed on supporting industry sector growth and upskilling, town centre activation, place making, growth of the night time economy.

- Marketing initiatives – leverage to improve the visitor experience, strengthen the Busselton and Dunsborough brands and promote a unified brand, build on the sub regional branding

The Events team evaluated all funding applications against the following eleven (11) criteria derived Events Strategy:

Diversity Strategy

- Timing of the event
- Event variety

Localise Strategy

- Uniquely local event
- Local business involvement and engagement
- Local community involvement and engagement

Hallmark Strategy

- Retention and growth of strong events
- Visitation numbers and origin of attendees
- Economic impact
- Promotional value

Venues Strategy

- Event distribution throughout City of Busselton
- Unique venues

Events were scored from 0 (no benefit) to 2 (maximum benefit) against each criteria, an overall score was allocated and funding recommendations based on this. Events that scored between 0 and 7 are not recommended for funding, events that scored between 8 and 12 are recommended for funding at a reduced amount from what was requested, events that scored over 13 are recommended for full funding if requested amount is appropriate and sufficient budget is available.

Applicants that have held their event for two or more years and been funded by the City, have demonstrated that they meet requested KPI's, and have indicated that they intend to continue holding the event in future years, may request or be offered a multi-year agreement. This allows them to plan effectively for future events and reduces administration for both the event organiser and City staff. They will however still be required to meet KPI's and provide a post event report before any further funding is released in future years.

The following requests have been received for single year funding for economic focussed events, to be funded through the 2022/23 Events Budget:

Busselton Ukulele Strummaganza – 22-28 January 2023

This event is a Busselton Ukulele Strummers Inc hosted week long series of workshops for players from ukulele groups across WA, culminating in a concert at the Esplanade Hotel on Saturday 28 January 2023. They are seeking funding of $7k, to cover the costs of staging, lighting, production ($3.5k), and return airfares from the UK for their guest performer Sam Brown ($3.5k).

Under the new evaluation criteria, they received a score of 7 out of 22. On that basis, funding in 2022/23 is not recommended.

WA Gravity Enduro 2023 – Dunsborough – 12 March 2023

This is a two day event, with day one in Margaret River and day two in Dunsborough. They are seeking funding of $7k, towards hire costs, accommodation and donation to the local mountain bike group.

They received a score of 11 out of 22. On that basis, reduced funding of $4k in 2022/23 is recommended.

42nd Nacra National Championships – 30 December 2022 – 5 January 2023

The 42nd Nacra National Championships is an annual event held throughout Australia. Each year a different State is selected and a venue is chosen via a submission by the host club and selection by the Nacra Australia Association. This event is organised in partnership with Nacra Australia with Geographe Bay Yacht Club acting as the host club. While this is scored highly as a national level event, it has relatively low visitation forecast and occurs over the peak time of Christmas and New Year period.

Funding of $5k is requested to assist with provision of safety boats and personnel.

It received a score of 8 out of 22. On that basis, reduced funding of $2.5k in 2022/23 is recommended.

Geographe Bay Race Week – 4-10 February 2023

This event has occurred annually since 2003, with the 2022 event having 62 yachts competing. Funding of $25k is requested to assist with marketing and advertising costs, race director fees, marina fee contribution and volunteer expenses.

Race Week received a score of 8 out of 22, reduced funding of $10k in 2022/23 is recommended. This is in line with previous funding of $10k last received in 2019/20.

Geographe Bay Yacht Club – Australia Day Regatta – 28-29 January 2023

The Australia Day Regatta has been an annual sailing event held on or around The Australia Day Weekend since the 1970's. They are seeking funding of $5k to assist with provision of safety rescue and response boats, including qualified personnel and equipment.

This event received a score of 7 out of 22, therefore funding is not recommended in 2022/23.

Grapes of Mirth – 18 February 2023

This event is an outdoor Wine and Comedy Festival that has been held successfully since 2018 in SA, NSW, VIC TAS and ACT, with this proposed to be the first WA outdoor event. The funding request of $10k is to assist with staff costs, staging, audio, fencing and security costs.

This event received a score of 12 out of 22, therefore reduced funding of $7.5k is recommended in 2022/23.

Yallingup Shred Fest – 15-18 April 2023

This will be the third annual running of this event, which is an Elite level junior surfing competition run over 3 days. Funding of $12,150 is sought to assist with officials fees, water safety jet skis and drone, social media and promotions, and a Welcome to Country.

This event received a score of 9 out of 22. On that basis, it is recommended that they receive funding of $7k which is in line with previous funding.

Nautical Drive Festival – 25-26 February 2023

This is a two day car enthusiast touring event, with public show and shine and outdoor cinema events. The requested funding of $2k is to assist with advertising, ground hire and hire fees of a bouncy castle and outdoor cinema for the public events.

This event received a score of 8 out of 22, therefore reduced funding of $1.5k is recommended in 2022/23.

King of Concrete Busselton – 3-5 March 2023

This event has been held in Busselton since 2016, as part of a national skate bowl championship. They have requested multi-year funding of $16.5k per year in 2022/23 – 2024/25.

This event received a score of 10 out of 22, therefore reduced funding of $8k is recommended in 2022/23. It is not recommended for a multi-year agreement, as due to previous cancellations it is felt that its success needs to be evaluated again before multi-year funding is granted.

In summary, MERG recommend the following economic focussed events, to be funded from the 2022/23 Events Budget:

Event Name	Requested	MERG Recommendation
Busselton Ukulele Strummaganza	$7,000	$0
WA Gravity Enduro	$7,000	$4,000
42nd Nacra National Championships	$5,000	$2,500
Geographe Bay Race Week	$25,000	$10,000
GBYC – Australia Day Regatta	$5,000	$0
Grapes of Mirth	$10,000	$7,500
Yallingup Shred Fest	$12,150	$7,000
Nautical Drive Festival	$2,000	$1,250
King of Concrete	$16,500	$8,000
TOTALS	**$82,150**	**$40,250**

The following requests have been received for single year funding for community focussed events, to be funded from the 2022/23 Events Budget:

Christmas in Mitchell Park – 9 December 2022

This is the second year this event has been staged by the Building Busselton Town Team. It is a purely community event, consisting of entertainment and kids activities. They are seeking funding of $3.5k to assist with promotion, equipment costs and entertainment.

It is recommended to support the requested amount of $3.5k in 2022/23.

In summary, MERG recommend the following community focussed event, to be funded from the 2022/23 Events Budget:

Event Name	Requested	MERG Recommendation
Christmas in Mitchell Park	$3,500	$3,500
TOTALS	**$3,500**	**$3,500**

The following requests have been received for multi-year funding, to be funded from the 2022/23 – 2024/25 Events Budgets:

Margaret River Readers & Writers Festival – Busselton Special Edition – 13 May 2023

A one-day literary event in the heart of Busselton featuring a program of free and low-cost events. They are seeking multi year funding of $10k in 2022/23, $14k in 2023/24 and $20k in 2024/25. The requested increases in funding are due to additional events they plan to add each year.

This event received a score of 13 out of 20, therefore it is recommended that they receive funding of $10k in 2022/23, $12.5k in 2023/24 and $15k in 2024/25.

South West Craft Beer Festival – 25 February 2023

This event has been held annually since 2011, and showcases the local craft breweries and cideries of the region. Funding of $10k is requested to assist with destination marketing, event promotion, and to subsidise the continued waiving of brewers fees to participate in the event, which at other similar festivals is in the vicinity of $2k - $5k per brewery. Due to the late cancellation of the event in 2022, which left them in financial hardship, funding will assist to kickstart the festival again.

The event received a score of 14 out of 20. On this basis, it is recommended that event organisers are offered a multi-year agreement of $10k per year in 2022/23 – 2024/25.

In summary, MERG recommend the following, to be funded from the 2022/23 – 2024/25 Events Budgets:

Event Name	**Requested**	**MERG Recommendation**
MR Readers & Writers – Busselton Special Edition	2022/23 $10,000 2023/24 $14,000 2024/25 $20,000	2022/23 $10,000 2023/24 $12,500 2024/25 $15,000
SW Craft Beer Festival	2022/23 $10,000 2023/24 $10,000 2024/25 $10,000	2022/23 $10,000 2023/24 $10,000 2024/25 $10,000
TOTALS	**2022/23 $20,000** **2023/24 $24,000** **2024/25 $30,000**	**2022/23 $20,000** **2023/24 $22,500** **2024/25 $25,000**

Review of MERG Terms of Reference

Through workshops held with Council and MERG members, it was identified that the current MERG Terms of Reference required review to ensure that the purpose of the group is better reflected. The purpose of the group is to provide strategic direction towards the allocation of funding to attract events and the development of initiatives aimed to provide social benefit to the community and attract additional visitation, investment and economic outcomes to the region.

It was also recommended that the name of the Marketing and Events Reference Group be reviewed and renamed to better reflect the future direction and revised priorities for allocation of funding. The following suggestions were put forward for the new name:

- Events, Business and Marketing Program - EBMG
- Business Development, Events and Marketing Program – BDEMP
- Business Events and Activities Program - BEAP
- Business Events and Promotion Program – BEPP

Members indicated that their preference is the Business Development, Events and Marketing Program (BDEMP), and recommend that Council endorse this new name as part of the review of the Terms of Reference (Attachment A).

Events Strategy review

At the meeting of 26 May 2021 Council endorsed (C2105/107) the allocation of up to $40k from the 2020/21 Marketing Budget for a full review of the City's Events Strategy. An RFQ was released calling for consultants to identify revised and new strategies to:

a. Attract a diversified events offering with high yielding social and economic benefits, across the District all year round.
b. Grow current hallmark events (detailed in the context) to increase their attendance, sustainability and local impact.
c. Yield opportunities from the Busselton Margaret River Airport, and Foreshore upgrades, and future BPACC and Australian Underwater Discovery Centre.
d. Identify private and public event venues and their capabilities and opportunities.
e. Manage events in a post COVID world.

The RFQ closed on 18 June 2021, attracting five responses. The contract was awarded to Pracsys at a cost of $38,890 (ex GST).

A working group was established with members of the MRBTA and Busselton and Dunsborough-Yallingup Chambers of Commerce to guide the project plan and provide input to the strategy.

Stakeholders were identified and consultation was undertaken throughout September and October 2021, including surveys that targeted business, community and visitors to the region. Pracsys also undertook significant analysis of current trends and existing gaps.

The reviewed strategy contains recommendations designed to diversify and enrich the current event offerings, while implementing changes to improve and strengthen the funding process to provide better return on investment for contributors to the differential rate.

MERG are recommending that Council endorse the reviewed Events Strategy as a guide for future planning (Attachment B).

Edith Cowan University (ECU) Performance Activation Program

As part of the establishment of the ECU Learning Centre, Officers have been working with ECU to identify ways in which the Western Australian Academy of Performing Arts (WAAPA) can partner with the City to help activate the Saltwater Performing Arts Centre. Through this ECU have submitted a Performance Activation Program proposal to the City that would see WAAPA staff and students deliver short courses, programs, and performances through a series of short courses in the areas of music, drama, and technical theatre arts in the form of summer schools and intensive 2-3 day workshops.

The cost of the program equates to $140k per annum which incorporates the following:

- Preparation time including industry consultation.
- Travel and accommodation for up to 4 staff to travel to Busselton twice a year (travel and accommodation costs for 4 nights).
- Travel and fees for up to 15 students to lead workshops/offer performances (approximately 15 hours work each plus accommodation and travel).
- Transport costs of moving equipment.
- Learning Advisory and logistics support for students.

Over time it is proposed that this program will grow to achieve greater economic outcomes. ECU have requested the City contributes $40k per annum for four years towards the program. Based on the economic outcomes and education offerings this program will bring to the City, MERG recommend that this proposal is supported.

Statutory Environment

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

Relevant Plans and Policies

The officer recommendation aligns with the City's Events Policy which provides event organisers with information on the event application and approval process and event sponsorship guidelines.

Financial Implications

The 2022/23 budget for marketing and events totals $1,012,888. The breakdown of this budget is as follows:

- $759,666 – Events
- $253,222 – Marketing and economic development initiatives.

In addition, an amount of $165,691 was carried over from the unspent funds from the 2021/22 Events Budget. Therefore the total allocated to events sponsorships for 2022/23 is $925,357.

Funds currently committed from the 2022/23 Events Budget through event sponsorships totals $861,480, leaving a balance of $63,877 for any further event sponsorships or other initiatives. If all funding recommendations included in this report are accept, a balance of $127 will remain. There are no further funding rounds in this financial year.

Funds currently committed from the 2022/23 Marketing and Economic Development Initiatives Budget is $120,000, leaving a balance of $133,222 for any further initiatives to be proposed.

Stakeholder Consultation

Consultation has been undertaken with MERG members with representatives comprising the Busselton and Dunsborough Yallingup Chambers of Commerce and Industry, Margaret River Busselton Tourism Association, Busselton Jetty Inc. and the City of Busselton.

Risk Assessment

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with risks assessed taking into account any controls already in place. The officer recommendation does not introduce any risks identified as being of a high or medium level.

Options

Council may choose not to support the recommendations made by MERG and resolve not to endorse part or all of the recommendations.

CONCLUSION

The MERG has been established by Council to make recommendations on the way in which funds raised through the industrial and commercial differential rate for the purposes of events and marketing are allocated.

This report contains the recommendations made at the 19 October 2022 MERG meeting, which if endorsed by Council, will result in the continuation of high quality events being held within the region, supported by successful marketing promotions. All recommendations support Council's vision of being recognised as the 'Events Capital WA.'

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Following Council's decision, the outcomes will be communicated to MERG members and relevant event/marketing bodies for their information and implemented where required.

Terms of Reference

Committee: Business Development, Events and Marketing Program
Responsible Directorate: Community and Commercial Services **Version:** DRAFT

1. INTRODUCTION

1.1. The Business Development, Events and Marketing Program (BDEMP) is established for the purpose of representing the business community of the City of Busselton.

1.2. BDEMP provides strategic direction on the allocation of the Business Development, Events and Marketing Funding Program for the development of initiatives aimed to provide social benefit to the community, and to attract events, additional visitation, increase investment and produce economic outcomes to the region.

1.3. Recognising the positive economic and social benefits events and tourism has on the region, the City has implemented a differential rating scheme wherein properties rated within the Industrial and Commercial Zone Groups and the Commercial Land Use Group, directly contribute toward the City's continued support of tourism, marketing and events activities through the Business Development, Events and Marketing Funding Program. A proportion of revenue raised through the Holiday Home fees also contributes to the scheme.

1.4. These funds are allocated to the development and implementation of a regional events strategy and economic development activities that aim to advance the region as the Events Capital WA, and promote the region as an attractive destination for tourism, business and events, including the branding of the region in a local government sense.

1.5. The BDEMP acts in accordance with the provisions of the City's Local Laws, policies and these Terms of Reference.

2. OBJECTIVE

2.1 The objectives of the BDEMP are to support the achievement of the following strategies:

a. **Diversity Strategy** – Goal: a City offering year-round events for both community and visitors with an inclusive, diverse and vibrant event calendar, developing a varied and sustainable portfolio of events (type, locations and timing).
b. **Localise Strategy** – Goal: a City that celebrates its unique cultural, social and economic strengths by engaging with local content, characters and infrastructure. Encourages events that actively engage with local businesses and community to deliver economic and social outcomes.
c. **Hallmark Strategy** – Goal: a City that partners with and support events that increase visitation and local economic impact. Attract and retain sustainable, high-quality events for maximised direct economic return.
d. **Venues Strategy** – Goal: an event program that showcases the City's unique venues and natural environment as a sustainable competitive advantage.

e. **Economic Development Strategy** – Goal: a City that supports business and industry through the implementation of promotions, programs and activities aligned with the City's Economic Development Strategy.
f. **Funding Strategy** – Goal: the City supports the identified strategies by structuring funding allocation to retain existing strong events, attract new events to address gaps in the variety and distribution of the events calendar, and to preference events that provide high quality, local and unique experiences. The funding strategy will also focus on business and economic development initiatives that aim to enhance the City's economic environment.

2.2 The BDEMP achieve these objectives by:

a. making recommendations to Council on the sponsorship of events and activities as part of the BDEMP Funding Program;
b. ensuring that the sponsorship of events in the City provides the best possible return on investment;
c. supporting the strategic development and sustainability of existing events and multi-year funded activities within the City of Busselton;
d. facilitate formal and informal communication and consultation processes regarding events and activities considered to be funded from the funding program;
e. maintain strong links with the private sector, government and the local community to achieve high levels of stakeholder investment and activity required to realise the events potential of the City of Busselton;
f. building on opportunities to promote community and economic outcome focussed events, and a range of economic development and marketing initiatives aimed to attract increased visitation and investment to the region.

3. MEMBERSHIP

3.1. The membership of the BDMEP shall consist of the following voting members:
a. Three City of Busselton Councillors;
b. One representative – Margaret River Busselton Tourism Association;
c. One representative – Busselton Chamber of Commerce and Industry;
d. One representative – Dunsborough Yallingup Chamber of Commerce and Industry.

3.2. The following City of Busselton officers shall be non-voting members of the BDEMP:
a. Director of Community and Commercial Services;
b. Manager Events and Cultural Services; and
c. Events Coordinator.

3.3. Business and community representatives nominated by BDEMP members can be invited to join the BDEMP Advisory Group. BDWMP Advisory Group members will receive copies of all agendas and minutes and have opportunity to attend BDEMP meetings and speak to agenda items of interest.

3.4. In the event of a BDEMP member being unable to attend a meeting, representatives are required to nominate a deputy member, endorsed by the representative organisation.

3.5. The BDEMP may request the attendance of any other person or representative for advisory purposes only.

3.6. In order to fulfil the objectives of BDEMP, members are expected to:
a. Keep informed of current developments, issues and concerns in the events, tourism, marketing and business development sectors;
b. Be conversant with relevant plans and policies within the City of Busselton, particularly those relating to events, tourism, marketing and business and economic development;
c. Be aware of the activities, interests and concerns relating to events, tourism, marketing, and business and economic development sector organisations and groups within the City;
d. Prepare for and actively participate in regular BDEMP meetings;

e. Have an understanding and experience in the events, tourism, marketing and/or economic and business development sectors;
f. Act in the best interests of the City of Busselton; and
g. Maintain confidentiality of meetings held and activities undertaken.

3.7. Members must disclose any conflicts of interest on matters before the BDEMP, and declare these prior to any discussions relating to the matter.

3.8. Representatives must not make any public statements in reference to BDEMP activities unless prior approval has been provided by the Director Community and Commercial Services or their representative/s.

3.9. Membership of the BDEMP shall, unless determined otherwise, cease on the day of the next ordinary Council election.

3.10. Council shall appoint new members to the BDEMP in accordance with paragraphs 3.1 at the next practicable meeting of Council, following the Council election.

3.11. The membership of a member may be ceased in accordance with the Act.

4. PRESIDING MEMBER

4.1. The Presiding Member will be a Councillor nominated to the position by the BDEMP, at the first meeting to be held following an ordinary election.

4.2. In the event of the Presiding Member being unable to attend a meeting, an alternate Councillor member will deputise for that meeting.

5. MEETINGS

5.1. The BDEMP shall meet at every two months and on an as required basis.

5.2. The BDEMP shall report to Council in accordance with clause 2.10 of the *City of Busselton Standing Orders Local Law 2018*.

5.3. Notice of meetings shall be given to members at least five days prior to each meeting, with the agenda papers to be provided to members not less than 72 hours prior to the meeting.

5.4. The Presiding Member shall ensure that detailed minutes of all meetings are kept in accordance with the Part 14 of the *City of Busselton Standing Orders Local Law 2018*.

5.5. The City of Busselton will provide administrative support to the BDEMP through the provision of agendas and minutes.

5.6. Any item from a meeting requiring an action by Council officers will, in the first instance, be communicated to the relevant officer/s for consideration and/or action by the Director of Community and Commercial Services. Actions will be communicated at the next meeting.

5.7. The minutes of all BDEMP meetings, including its reports and recommendations, shall be included in the agenda of the next practicable Council meeting.

5.8. The recommendations of the BDEMP must be endorsed by Council before they take effect and be acted upon.

5.9. All members of the BDEMP shall have one vote. If the vote of the members present is equally divided, the Presiding Member shall cast a second vote.

6. QUORUM

6.1. The quorum for a meeting shall be at least 50% of the number of offices of membership, whether vacant or not.

7. DELEGATED POWERS

7.1. The BDEMP has been established by a decision of Council, but does not have any delegated powers.

7.2. Any recommendations made by BDEMP are not binding on Council and must be endorsed by Council to take effect.

8. EVALUATION OF COMMITTEE'S EFFECTIVENESS

8.1. At the meeting of the BDEMP prior to the ordinary Council elections, the BDEMP shall undertake a review to evaluate its effectiveness, and as a guide the following should be determined:

a. Is the purpose and objectives of the BDEM being met?
b. should the purpose and objectives be amended?
c. is the BDEM functioning effectively?
d. are the BDEM members regularly attending meetings?
e. review the Terms of Reference, including membership.

9. TERMINATION OF COMMITTEE

9.1. Termination of BDEMP shall be:

a. In accordance with the Act; and
b. By an absolute majority decision of Council.

10. APPROVAL

Council Adoption	**DATE**		**Resolution #**	
Previous Adoption	**DATE**		**Resolution #**	

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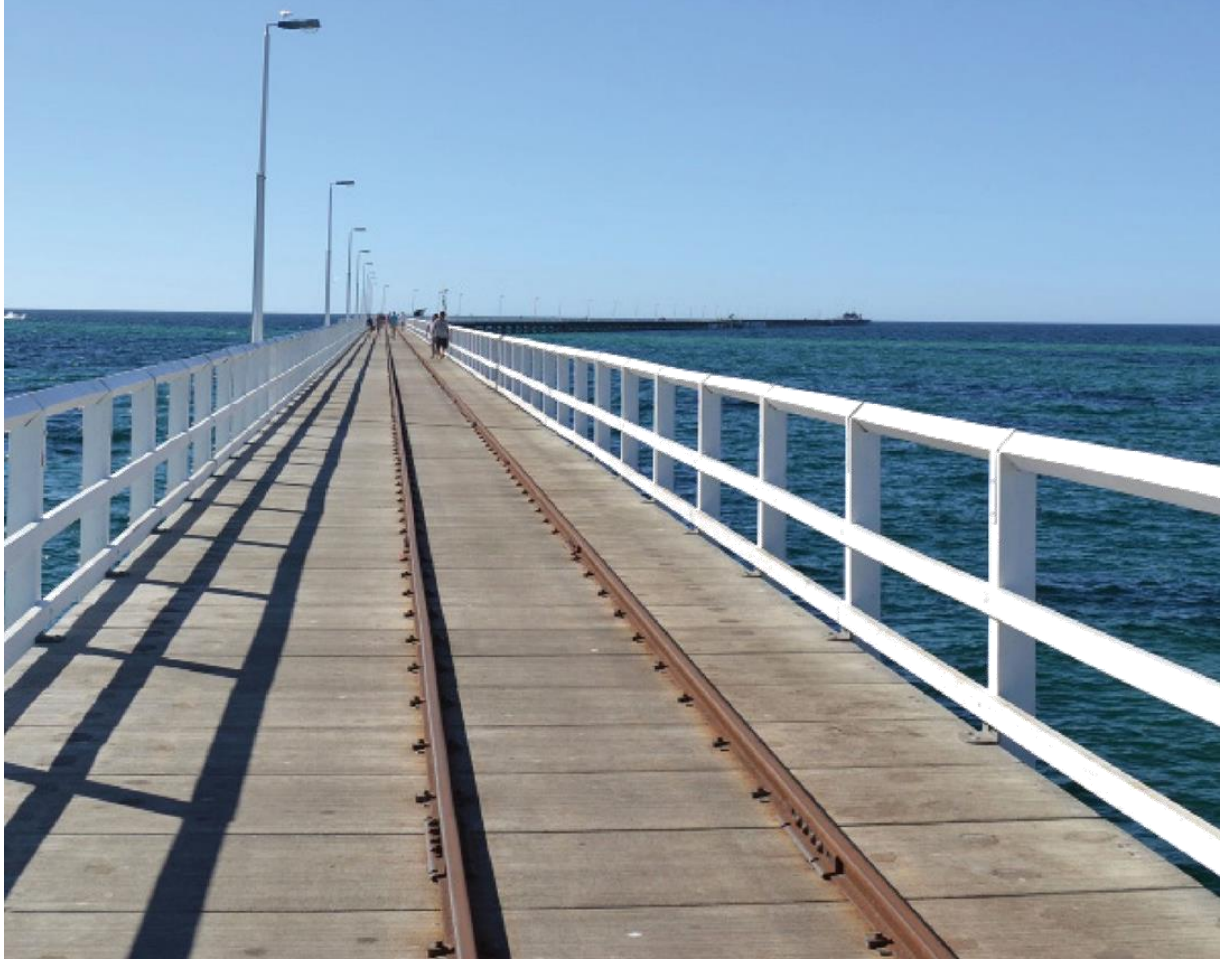
City of Busselton
EVENTS STRATEGY



DISCLAIMER

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v 1.0	Events Strategy (First Draft)	Elli Gemmo	Michael Chappell	10 May 2022
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1.0 Foreword



Cr Grant Henley
Mayor

Message from the Mayor

I am proud to present our Events Strategy 2022.

The Events Strategy is a blueprint for the City's ongoing commitment to events as a driver to bring benefits of economic prosperity and social connection and enrich the lives of our community and visitors.

After the struggles of the past two years, we have seen events emerge as an opportunity to bring communities together, to re-connect, to heal, and to celebrate all that makes our region great.

The Strategy aims to build on the efforts of the past ten years, that have seen events grow and flourish in a region that provides both natural and man-made environment to support them. It provides a framework that outlines our priorities and deliverable actions over the next five years.

We have the opportunity to delve into what works well for us, what we can improve on, and what this region can do more to attract or create events that showcase our natural assets and people.

Acknowledgement of Country

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

2.0 Introduction

Located within the world-renowned wine growing and tourism region, the City of Busselton (the City) is recognised for being a centre for agriculture, and a significant hub for technology-based and creative industries with several organically emerged clusters. The City of Busselton is increasingly recognised as a hub for the arts and creative industries with a vibrant entrepreneurial start-up culture.

The current City of Busselton Events Strategy was developed in 2011 and adopted in April 2012. With the growing reputation as the Events Capital of Western Australia, the City has strong emerging industries in architecture, design, visual arts and music & performing arts. It is one of the few places in the world with many wineries, breweries, natural caves and wetlands supplementing built infrastructure as creative venues.

The region has a long-standing connection to the film industry and multimedia production, having hosted the CinefestOZ Film Festival for over fifteen years and frequently welcoming film crews to the area.

The City's growing portfolio of events has something for everyone, from families (Festival of Busselton) to foodies and culture lovers (Cabin Fever and CinefestOZ) to adventurers seeking to challenge themselves, such as IRONMAN WA.

This updated events strategy was created considering:

- Review of 2012 Events Strategy
- Context Analysis: current state of events and funding, and comparative analysis with similar localities and their events strategies
- Community and stakeholder consultation
- Venue Audit
- Strategies and Actions review.



Figure 1: City of Busselton Events Strategy Approach



3.0 Context Analysis

3.1 State, Regional and Local Strategy

Diversify WA (2019)

Diversify WA sets a vision for the State's economy and identifies tourism and events as key economic drivers for Western Australia, providing a foundation for vibrant and liveable communities. Western Australia's regions are recognised as strong tourism attractors capable of making important contribution to the economy. Offering unique tourism and creative industries experiences is one of the key objectives of this strategy, with relevant focus on:

- Attracting more people, more often to Regional WA
- Promote engagement with cultural and creative agencies throughout the regions to increase regional tourism and liveability
- Improve aviation access to Perth and key regional centres

The need to attract more people to Regional WA aligns with the planning and implementation of an effective events strategy in the City.

Jina – Western Australian Aboriginal Tourism Action Plan 2021 - 2025

Western Australia's rich, diverse and authentic Aboriginal culture experiences are a unique point of difference over other holiday destinations and will play an important role as international travel resumes following the COVID-19 pandemic. The four-year plan, backed by the $20 million Aboriginal Tourism Fund will support a range of initiatives including:

- The development of new Aboriginal tourism experiences
- Encouraging more Aboriginal people to work in the tourism industry

The City could capitalise on opportunities to promote and encourage events aligned with the strategy.

Tourism WA Brand

Led by Tourism WA, the WA tourism industry has built a destination brand which aims to show global travellers what is unique about the state. The narrative, Our Story: Spirit of Adventure, centres on five story pillars: 'Ancient Tracks, New Journeys™'; 'barefoot luxury'; 'otherworldly phenomena'; 'majestic landscapes and big skies'; and 'full of characters'. This has inspired the consumer-facing Walking on a Dream which launched in 2022, with the added themes of Time, Space, Connection and Freedom added to the narrative to represent attributes that global travellers are seeking from a destination in a post-pandemic world.

Tourism WA – Regional Events Scheme

The Regional Events Scheme (RES) is an annual funding round administered by Tourism WA. The RES aims to support events that bring additional tourism income to regional communities by increasing visitor numbers and expenditure, attract media coverage that will help raise the profile of the region as a tourist destination, and involve and inspire the local community. Funding available is between $5,000 to a maximum of $40,000 a year.

Tourism WA – Regional Aboriginal Events Scheme

The Regional Aboriginal Events Scheme provides funding for start-up and established regional events that showcase and celebrate Aboriginal activities and experiences through the leadership and participation of Aboriginal people.

South West Development Commission Strategic Plan 2021-2023 (2021)

The plan sets a vision for events in the South West, with the aim to promote iconic events and support new events that substantially enhance the region' reputation as a tourism, business and lifestyle destination.

The need for an updated events strategy aligns with these objectives.

South West Blueprint (2014)

The South West Blueprint identifies the following opportunities for the City:

- Increase interstate and overseas visitation
- Develop infrastructure in core South West experiences of wine and food, art and culture, events, Aboriginal Noongar experiences and landscapes
- Increase the number of high-quality international events
- Attract large scale events strategically positioned on an annual calendar to maximise visitation to the region especially on shoulder and low periods
- Identify event opportunities associated with industry sectors

The updated events strategy will need to consider these important strategic directions.

Margaret River Region Branding Strategy (2021)

The Margaret River Region Strategy's objective is to undertake an evolution of the *Margaret River Region* brand. The strategy identifies the region's unique identity and experience pillars, nature and nurture, adventure, culture and creativity, wine and culinary experiences and connection to the coast. It also identifies the City of Busselton's key attributes and brand values. In particular, the brand strategy identified the City as:

- Active: Busselton is for getting out and doing things
- Outgoing fun: With a smile and energy that's infectious
- Communal and shared: Experiences which are shared and social
- Affordable and accessible: Everyone's welcome to join in

The City is identified as a holiday destination for families, rich of history and memorable experiences. The Jetty, the beaches, the cultural precinct, craft breweries and free events are all elements that contributes to create the Busselton experience.

City of Busselton Economic Development Strategy 2022 -2027

The Economic Development Strategy 2022-27 harnesses the potential of our City and positions it into the future, whilst providing a framework that outlines our priorities and deliverable actions over the next five years.

It outlines key goals and objectives for sustainable and achievable socio-economic growth across our District.

A key objective of the strategy is to capitalise on our strength in Tourism, Events and Creatives Sector. With abundant natural beauty and tourism assets and a relaxed yet progressive outlook, we are a renowned destination and the setting for a plethora of extraordinary culinary experiences, outdoor tours and activities, art and cultural immersions and festivals and events.

Key strategies to deliver socio economic outcomes focus on advancing Tourism, Events & Creatives through:

- Advancing Town Centre Activation, Place-making and Night economy
- Advancing Business Tourism and Creative Industries
- Supporting events and projects that promote the region nationally and internationally
- Enhancing City's destination brand awareness
- Supporting and growing a vibrant community events program

City of Busselton Cultural Precinct –Cultural Interpretation Strategy (2020)

The strategy sets a vision for the City of Busselton Cultural Precinct. Initiatives and programmes identified as suitable for the precinct include programmed hallmark events and installations aligned with the precinct place essence and interpretation themes, as well as regular initiatives and activations that happen frequently throughout the precinct and the Busselton Performing Arts and Convention Centre (BPACC).

City of Busselton Strategic Community Plan 2021-2031 (2021)

The strategy identifies community priorities for the City such as activating town centres, during the day through the activation and opening of businesses, and at night with increased vibrancy and local events. Under identified 'Lifestyle' priorities, relevant actions are:

- Recognise, respect and support community diversity and cultural heritage
- Establish a performing arts facility for the District
- Facilitate and plan for event and cultural experiences that provide social connection

Under identified 'Opportunity' priorities, relevant actions are:

- Work with key partners to facilitate the activation of our town centres, creating vibrant destinations and consumer choice
- Continue to promote the District as the destination of choice for events and unique tourism experiences

3.2 2012 Events Strategy

The City of Busselton Events Strategy set a vision for the City to become the 'Events Capital of Regional WA'. The strategy identified actions to be undertaken to attract visitors and extend the traditional visitor season, increase length of stay and visitor spend. An analysis of events delivered in 2011/2012 showed how the majority of events delivered in the City were based around three broad themes, sport, culture and lifestyle. The following strategies were identified to establish and then maintain the status of the City as the Events Capital of Regional WA:

- Ensure identified gaps in the range and seasonality of current events are addressed
- Establish the City as number one regional destination for events
- Provide support to venue providers and organisers
- Provide support to individuals and organisations to grow and manage community events
- Have efficient internal processes
- Measure impact of events socially, economically, and environmentally
- Ensure appropriate infrastructure is available to support events

3.3 Event Types

The City's annual event calendar has increased from 44 events in 2012 to 140 in 2019. The City hosts a number of hallmark, major, community and developing events – a classification that has been developed for the Events Strategy 2012. An explanation of this classification and examples are provided in the figure below.

Figure 2: Events Classification

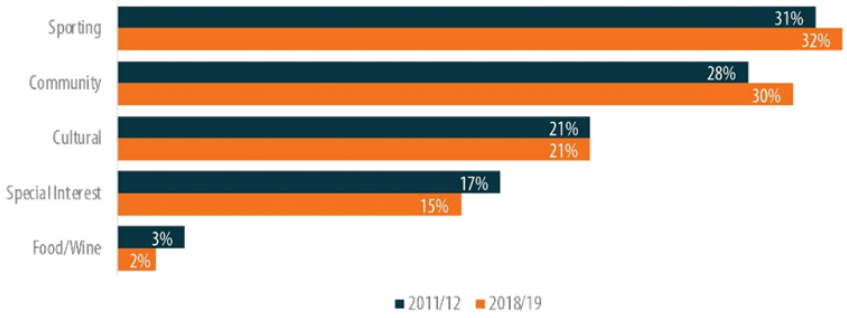
CLASS	FEATURES	EXAMPLES
Hallmark	Hallmark events are classified as generally occurring annually, are internationally recognised, unique to the region and have provide significant community interaction and media exposure.	• IRONMAN WA • CinefestOZ • Festival of Busselton • Busselton Jetty Swim
Major	Major events are typically held annually and may be internationally recognised. In a similar way to hallmark events, this type also provides high opportunities for community interaction and media exposure.	• Eagle Bay Epic Adventure Race • Cabin Fever Festival • South West Craft Beer Festival • Cape to Cape MTB • Pedal Prix WA
Developing	Developing events have the potential of becoming major or hallmark events. They generally have strong local support and promote the council's assets.	• Fine Vines Festival • Busselton Mardi Gras • Raising The Vibe
Community	Community events typically celebrate an aspect of community life. These events would typically attract a locally based participation and are linked to strong social benefits. They also have limited economic benefits and media exposure.	• Radiance Festival • Carols by the Jetty • Battle of the Bands • Busselton Show • South West Youth Festival • Art in the Park

Source: City of Busselton 2022

3.4 Event Analysis

Sporting events are still prevalent in the City's events calendar. Community events have grown over the years. Cultural events did not change as a proportion. Food and wine have slightly decreased.

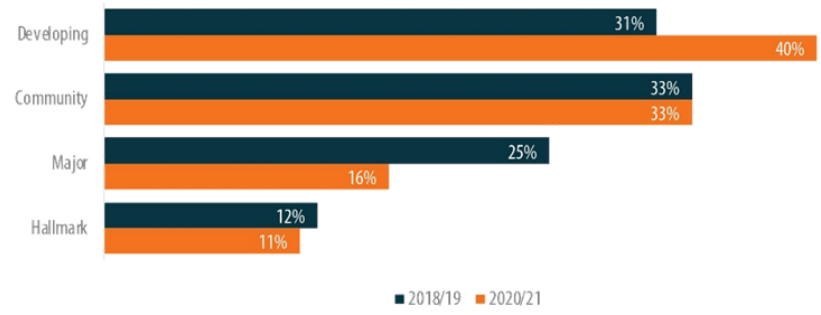
Figure 3: Events Type Comparison 2011/12 vs 2018/19



Source: City of Busselton 2022

The largest percentage of events delivered in 2018/19 were classified as 'community (33%). The second most common event classification was 'developing (31%). Covid-19 had impact mainly on the delivery of major events.

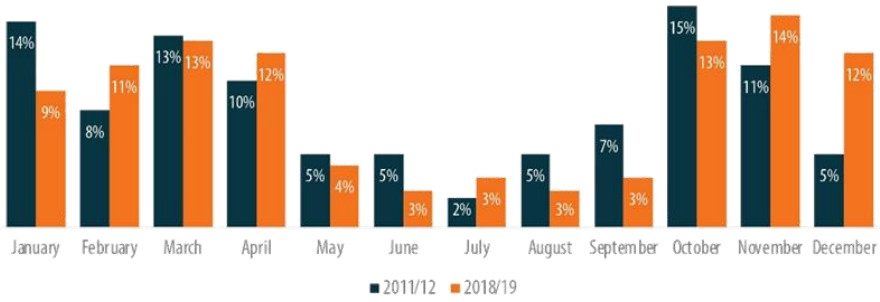
Figure 4: Events Counts by Type



Source: City of Busselton 2022, Pracsys 2022

The distribution of events across the year is similar to what reported in the event strategy for 2012, with the majority of events being held in the Spring, Summer, and Autumn months. March was the month with the highest number of events.

Figure 5: Seasonality 2011/12 vs 2018/19 Events Calendar



Source: City of Busselton 2022, Pracsys 2022

Figure 6 shows event allocation by type in the 2018/19 calendar. It is evident how the distribution of events is concentrated during high season, with the month of June being the quietest month of the year. Sporting events are evenly distributed and happen every month, whereas community and cultural events are more concentrated.

Figure 6: 2018/19 Events Calendar

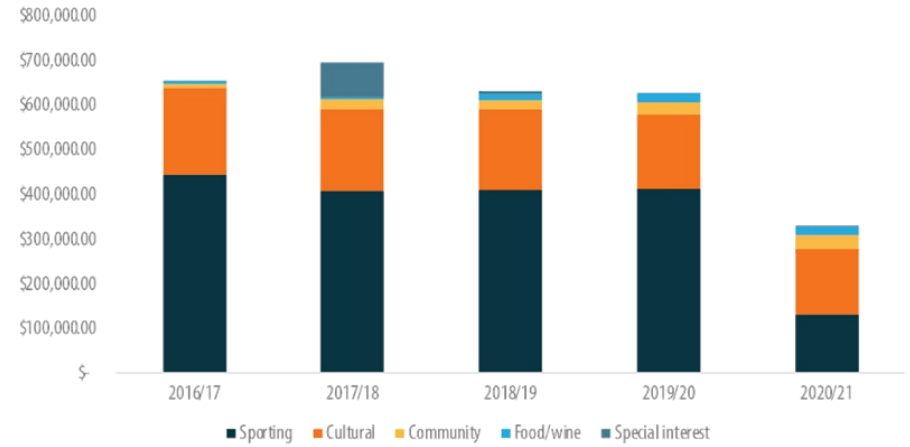


Source: City of Busselton 2022

3.5 Funding

Historically, sporting events have received most of the available funding, with cultural events second followed by food and wine events and special interest events.

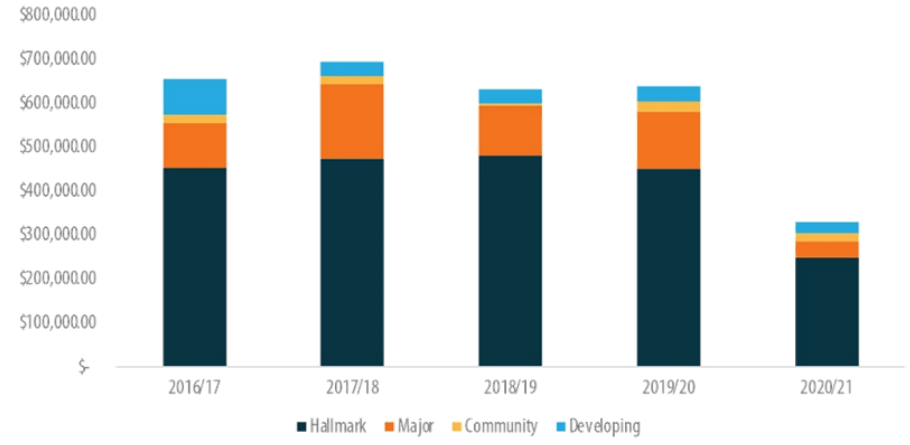
Figure 7: Funding Allocation by Event Category 2017-2021



Source: City of Busselton 2022, Pracsys 2022

By classification, hallmark events were the most common funded event across all years.

Figure 8: Funding Allocation by Classification 2017-2021



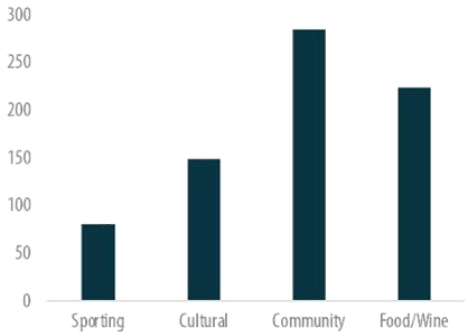
Source: City of Busselton 2022, Pracsys 2022

3.6 Evaluation

Following any funded activity, grant recipients must provide the City of Busselton with a post-event evaluation report within three months of the project's completion.

Return on the City's Investment (ROI) was calculated based on the economic impact reported by event organisers against the City of Busselton investment. Figure 8 shows ROI by category of events for the 2018/19 calendar year.

Figure 9: ROI 2018/19 Events Calendar



Source: City of Busselton 2022, Pracsys 2022

3.7 Strategic Projects

Busselton Margaret River Airport

The Busselton Margaret River airport expansion, with almost $10 million in State funding, has facilitated private operator Jetstar to operate a new direct route between Melbourne and Busselton. Flights currently operate three times a week on a Monday, Wednesday and Saturday.

Funding for expansion of the airport terminal and other supporting infrastructure would allow route expansion to further interstate and international destinations, and remains an ongoing focus for the Council.

Busselton Foreshore Upgrades

The redevelopment of the foreshore was delivered in three stages over a decade of development. Elements delivered to date include the construction of the Railway House, Precinct and Skate Park, Adventure Play Space, Jetty Train' Toddlers, Jetty Precinct Amenities, Amphitheatre Stage and Sound Shell, Coastal Defences, Foreshore Parade West Realignment and Barnard Park Sports Pavilion. The redevelopment allowed the location of new hospitality venues alongside the foreshore, including a micro-brewery, Shelter Brewing, which opened its doors in November 2020 and includes a central open brewery, function rooms, lounge area, viewing gallery and a playground. The redevelopment and co-location of new hospitality venues is expected to increase visitation to the area and encourage longer dwelling times by providing activities and refreshments. A further development to the Busselton Foreshore is the 4.5 Star Hilton Garden View Hotel. A welcome addition to the Busselton Foreshore, the hotel will offer 110 hotel rooms, bar, restaurant and function space. Construction commenced 2021, with the hotel expected to open in 2023.

The Busselton Jetty Village and Marine Discovery Centre "The Village"

Built 1.7kms out to sea at the end of the iconic Busselton Jetty, the Village will transform the visitor experience, offering something for everyone. The Village will include a new Marine Discovery Centre, Ocean Café and bathroom amenities for divers, snorkelers and swimmers. Federal and State Government funding has also been secured to activate the space at the end of the Jetty, including a new platform, glass bottom semi-submersible boat and underwater sculptures forming a new artificial reef trail.

Construction is expected to be completed in mid 2023.

Busselton Performing Arts and Convention Centre (BPACC)

There is currently no indoor venue/ facility within Busselton, one of the State's most visited regions and one of Australia's key growth regional centres, to attract and cater for large conventions or provide adequate performance space to support the performing arts regional touring circuit. The vision for the precinct is:

'The BPACC will reflect the rich heritage of our jetty, timber industry and picturesque region, energising Busselton as a vibrant creative town, connecting the bustling foreshore with a thriving CBD. Loved for the extraordinary range of experiences and diversity of high-quality events. There is always something happening at BPACC.'

The following objectives were identified for the venue:

- Diversify the City of Busselton's event offerings
- Create new markets for business in convention, conferences, trade shows and the performing arts
- Fill the gap in indoor venues with capacity that can reach over 1,000 to service the winter and shoulder seasons
- Enrich the lives of the community and its visitors by increasing the spectrum of quality arts and culture events
- Provide opportunities for the region's bourgeoning creative industries sector and a home for local artistic, cultural and educational groups and individuals
- Broaden the horizons and prospects for our youth

Conference space and a new art gallery is planned as part of the facility. The new gallery will enable the hosting of touring exhibition by upgrading security, temperature, and humidity controls. The facility will also have an outdoor space to host events. The broader Busselton Cultural Precinct is already a hub for the creative and performing arts. The site includes a historic courthouse complex housing courtroom, gaol cells, bond store exhibition/workshop space, retail store, artist's studios, and fodder room workshop, outdoor courtyard performance space with stage, community arts space, acting school and café.

Plans for the facility aligns with the City's Strategic Community Plan objective of providing events and unique tourism experiences and attract visitors and investment.

Dunsborough Developments

Dunsborough continues to be a popular destination for holiday makers, wanting to enjoy the relaxed down south lifestyle. While locations for events are limited in Dunsborough and surrounding areas, some new developments in the area will lend themselves to activating as event spaces. These include the development of the new Dunsborough Lakes Sporting Precinct, which will increase the ability to stage high level sporting competitions and will allow for the further event activation of the existing Dunsborough Playing Fields. This is scheduled to be completed in 2023. Located adjacent to the Naturaliste Community Centre, the opening of the new youth facility 'The Break' in 2022 will support the expansion of youth activities and events in Dunsborough.

The addition of new tourism, hospitality and accommodation venues currently underway and proposed for future development will bring more opportunity for activation as event spaces. Continuing upgrades to the Dunsborough townscape adds to the attractiveness and useability of the town centre.

Vasse Developments

Ideally located centrally between Busselton, Margaret River and Dunsborough, the Vasse township continues to grow, as more housing is released, and the town centre further develops and adds to its offerings. Among the new developments are the additions of a three screen cinema complex, a substantial farmer's market development, and new public open spaces suitable for the hosting of events.

4.0
Visitor Segmentation

Analysis of tourism data and event visitation trends suggests that the City's typical visitor is between 25-40 years old, on holidays, visiting from intrastate and staying one to three nights. Visitors would usually attend events whilst on holidays or come to the City with the primary purpose of attending an event.

Figure 10: Event Target Audience

AUDIENCE	INTEREST	EVENT TYPE	SEASONALITY
Entertainment Follower	Social gatherings, party, surf culture	Music festival, community event, tailored sporting event (such as surfing competition)	All year, weekends
South West Holidayer	Food and wine, nature and national parks, arts and culture	Food and wine festival, arts and culture festival, community events, children-friendly event, day-time events	School holidays, weekends
Sports Enthusiast	Sports and competition, nature and national parks, tailored food and wine events	Sporting festival and competitions	Weekends, coinciding with sport events
Arts and Culture Enthusiast	Arts and culture, music, performing arts, food and wine	Arts and Culture Festival, Music Festival, Community events with a cultural edge	All year, weekends
Epicurista	Food and wine	Food & Wine festivals, events staged by local producers and/or hospitality venues with regional specialities	All-year, weekends

Source: Pracsys 2021

5.0 Venues Audit

A venue audit conducted on both council-owned and private venues in the City of Busselton, including the localities of Busselton, Vasse, Yallingup, Dunsborough, Eagle Bay, Metricup, Jindong and Wilyabrup.

Figure 11: Summary of venues

TYPE OF STRUCTURE	COUNT
Indoor	
Meeting room	23
Conference Room	16
Cinema	1
Theatre	1
Exhibition Space	4
Other workshop/event/function space	42
Accommodation on site	6
Total Indoor	93
Outdoor	
Courtyard/Garden	8
Park	8
Beach	7
Total Outdoor	23
Grand Total	116

Source: City of Busselton 2022, Pracsys 2022

5.1 Gaps

The City is well-positioned in its accessibility to both indoor and outdoor venues. However, the majority of indoor venues can only accommodate up to 150 guests. Outdoor venues such as parks and beaches require council permits to be used and are oftentimes located close to residential areas, hindering opportunities to host larger events such as music festivals. The most evident gaps are:

- The availability of conference space suitable for a large convention (such as a convention centre)
- The limited availability of on-site accommodation
- Physical distance between venues
- A limited number of venues with permanent structures for theatrical performances and other performances, such as PA systems and/or AV systems
- A limited number of outdoor venues with enough flexibility and access for the organisation of large festival

5.2 Opportunities

The City has the opportunity to access new event venues, either through further development of public open spaces and buildings, or through working with private venue owners and developers to identify new locations and maximise event suitability. Some of the opportunities that exist are:

- Influencing design of public open space and sporting ground redevelopments, to ensure they are suitable for the staging of events
- Seeking funding for additional infrastructure to support events in public spaces ie onsite PA and AV equipment
- Assisting existing venues to determine suitability of their property for particular events, and supporting them in seeking additional approvals as required
- Contacting owners of empty shopfronts, buildings and vacant land to assess appetite for use for pop up events and short-term activations

6.0
SWOT Analysis

Strengths, weaknesses, opportunities, and threats were identified based on industry mega-trends, current state, comparative, demand analysis and consultation.

Figure 12: SWOT Analysis

STRENGTHS
What do you do better than others? What unique assets do you have?
• Established event calendar • Established funding system and management • Low impact of COVID-19 • Popular holiday destination for intrastate visitors • Unique and internationally renowned tourism icon - Busselton Jetty • Abundance of natural environment and seaside • Abundance of local produce • Strong volunteer base • Concentration of creatives • Food, wine and the growing craft beer industry • Family-oriented environment • Several unconventional event venues • Connection to the airport • Proximity to Perth • Future indoor venue • Strong relationship and commitment from the City and broader region • Local business involvements with events • Regular event attendance from the community • Music concerts were the most popular type of event, following by Markets and Food & Wine events • Creative industry hotspot

WEAKNESSES
What others do better than you? What should you be avoiding?
• Outdated vision • Lack of measurable outcomes / impacts • Funding criteria likely not up to date with current needs • Funding model has no differentiation between community and major events outcomes • Lack of consistency in post-evaluation reports • Type of events delivered, with the majority being sports event dedicated to a targeted audience segment • Lack of an indoor fit-for-purpose event facility, currently • hindering the ability to expand seasonal event offer • Process for events application is lengthy, could potentially discourage people with less resources and/or volunteers' groups • Historically difficult to source, engage and collaborate with local Aboriginal representatives in the organisation of events • There is an undersupply of appropriate accommodation at times • Transport options • Night time activation • Competing demands for outdoor spaces • Lack of appropriate event venues in Dunsborough and Yallingup.

OPPORTUNITIES
What can you improve on? What consumer trends can you take advantage of?
• Request proof of increased visitation and attraction of out-of-region attendees', together with segmented economic impact and tourism impact • Provide two streams of funding differentiating objectives for community and major events • Include bespoke evaluation objectives for different event types • Standardise post-event evaluation • Provide standard template for evaluation surveys • Evaluation linked to application to reduce time spent reporting, providing consistent output • Provide training for funding application process • Activate the new BPACC precinct by expanding existing event programming, hosting other events and offering opportunities for place activation (such as artisan markets) • Leverage on Busselton airport redevelopment to gauge interest and attract visitation from interstate and international attendees • Increase the number of quality food & wine related events • Increase the number of arts and culture events and music festivals • Focus on uniqueness and quality of events • Leverage on existing partnership with relevant industries • Identify event opportunities associated with industry sectors • Identify and increase event offer for demographics not currently targeted by existing event calendar • Promote benefits of hosting winter events to venues • Fringe Festival potential winter event • Conferences, wedding expos and Busselton after dark • Events showcasing and celebrating local Aboriginal culture • Opportunity for event organisers to work together such as sporting and community events • Encourage event organisers to communicate with each other more often/offer opportunities for meetings • Create a 'City of Busselton marketing toolkit' for event organisers • Create event/holiday packages with tourism bodies • A combination of uniqueness and shelter from weather are the factors that would encourage community members to venture out for event during the Winter • Broaden the offer for families and children • Film friendly destination accreditation

THREATS
What are your obstacles to growth? Who are your competitors?
• Failure to activate BPACC
• Failure to attract interest from event organisers
• Extended lockdowns, hindering people's capacity to travel to the region might impact future events
• Reduced event capacity following COVID-19 outbreaks
• The City is not able to adapt to latest trends, including usage of technology
• Survey results skewed as only one part of the population answers surveys
• Need volunteers to do data collection
• Survey fatigue
• Volunteer fatigue
• Different set of criteria between events could make some events look like they are not bringing enough economic benefits
• Perception BPACC funding to absorb current events funding
• Competition from other LGA's and regions for state and federal funding



6.0 Strategy

The following strategic vison, goals and strategic themes were identified based on context analysis, stakeholder and community consultation, and comparison with other event and funding strategies for localities with similar characteristics to the City of Busselton.

1. Vision

The following vision is proposed to guide the City of Busselton Events Strategy:

'The City of Busselton is recognised as the Events Capital of WA, offering diversified events for both local communities and visitors, capitalising on Busselton's unique natural landscape and cultural characteristics.'

The vision was informed by the 2012 strategy, updated to include opportunities identified through analysis and consultation.

2. Goals

The City's objectives for the event strategy are to:

a. Attract a diversified events offering with high yielding social and economic benefits, across the region all year round

b. Grow current hallmark events (detailed in the context) by increasing attendance, sustainability and local impact

c. Yield opportunities from the BPACC, Busselton Margaret River Airport, foreshore upgrades and Busselton Jetty developments

d. Identify private and public event venues and their capabilities and opportunities

e. Manage events in a post COVID world

The strategic directions were aligned with the current state, future state (identified gap) and referenced to the City's objectives.

3. Roles of the City

- Lead: Lead the organisation of significant regional events for the City's community and visitors
- Fund: Administer funding through efficient and targeted funding programs
- Facilitate: Assist and facilitate community groups and event organisers with opportunities for collaboration, information and assistance
- Promote: Assist in the promotion of events, through Council marketing and resources
- Monitor and assess: Monitor events' impact on the local community and economy

Key local government levers:

- Fiscal incentives (cash grants, in-kind support) – impacts on the potential event funding
- Site, land and premises availability
- Infrastructure investments (attractive streetscapes, co-working spaces, roads, major infrastructure, common user infrastructure – cheaper)
- Improved process (fast-tracked approval and assessment, reduce reporting requirements)

4. Strategy Summary

Diversity Strategy

- To leverage existing strengths whilst addressing gaps in the type and distribution of events in the calendar
- To provide events for different audience segments and to augment the number of interstate and overseas attendees
- To activate winter months for both the community and visitors alike

Localise Strategy

- To emphasise the distinctive character and is unique in its combination of natural landscape, ocean, wine and food culture
- This strategy will work because these characteristics are attractive to a range of market segments, which will form a loyal and sustainable audience base for City events if they are true to local values and culture

Hallmark Strategy

- The City is already positioned to leverage an existing list of annual hallmark events
- Focus on recurring events that possesses such significance, in terms of tradition, attractiveness, image or publicity, that the event provides the host venue, community or destination with a competitive advantage
- The traditions of hallmark events generate a stronger sense of community and place identity than one-off or occasional events. The event and city images become inextricably linked
- With new venues such as the BPACC and the Busselton Jetty developments, there will be ample opportunities to attract and retain events that draw the loyalty of special interest groups and build a more diverse and sophisticated tourism brand

Monitoring Strategy

- The City can build a stronger portfolio of high-quality events with a high economic impact if it is able to identify relevant metrics and create an impact measurement regime that gives clear quantified feedback, on which resource allocation (funding) decisions can be made
- Regularly evaluate a cross section of events to ensure that annual resource allocations can be optimised

Venue Strategy

- Showcases the City's unique venues and natural environment as a sustainable competitive advantage
- This strategy will work because venues form a key part of the event value chain and a conduit for transferring successful event strategies into local economic impact
- The City should ensure that events are distributed amongst new and existing venues to create a unique event program for locals, intrastate, interstate and overseas visitors
- The City should continue to investigate non-traditional venues to develop opportunities for new event spaces and locations

Capability Strategy

- The City fosters a collaborative network of event organisers by providing strategic advice, communications, mentoring, branding, and marketing support
- This strategy will work because it complements the delivery, localise, hallmark and monitoring strategies
- Having a capable and well-resourced network of event organisers, venues and other suppliers will underpin a sustainable event delivery system for the future

Funding Strategy

- The City supports the identified strategies by structuring funding allocation to retain existing strong events, attract new events to address gaps in the variety and distribution of the events calendar, and to preference events that provide high quality, local, unique experiences
- This strategy will complement all above strategies, by providing the financial leverage to guide the future direction of events in the City of Busselton

7.0 Strategic Actions

7.1 Diversity Strategy

Goal: A city offering year-round events for both community and visitors with an inclusive, diverse and vibrant event calendar, developing a varied and sustainable portfolio of events (type, locations, and timing).

Rationale: To leverage existing strengths whilst addressing gaps in the type and distribution of events in the calendar. To provide events for different audience segments and to augment the number of interstate and overseas attendees. To activate winter months for both the community and visitors alike.

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
1.1	Winter Months Activation			
	Incentivise organisation of events in off-peak season Assist event organisers to identify other funding sources Identify and introduce suitable indoor venues	Short term, ongoing	Events team, MERG	Event organisers
1.2	Event Mix – Aboriginal Cultural Events			
	Encourage the organisation of Wadandi community led events City's Cultural Development Officer to work with local groups to develop a guide for event organisers on how local Aboriginal culture can be incorporated into events Engage with Wadandi Elders and community to share themes and understand feasibility and appetite for events Seek collaboration opportunities with local community event organisers to include Aboriginal cultural experiences in their programming Apply for Tourism WA regional Aboriginal Events Scheme funding and other identified funding sources, in partnership with Aboriginal groups	Short term, ongoing	Events team Cultural Development Officer	Event organisers Cultural venues Local businesses Local Elders Local aboriginal groups, businesses and tourism operators BCCI DYCCI MRBTA

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
1.3	Event Mix – Food and Wine Events			
	Development and expansion of the current offer of food and wine/beverage events Collaboration with current event organisers to expand their current offerings or add other food related events to the calendar Collaboration with local industry representatives	Short term, ongoing	Events team	Event organisers Hospitality venues Local businesses MRBTA BCCI DYCCI MR Wine Association Industry leading bodies
1.4	Event Mix - Music and Arts Festivals			
	Development and expansion of the current offering of music and arts festivals, and cultural community events Collaboration with current event organisers to expand their offerings or add new events Targeted approach to event promoters for inclusion on national touring schedules Development of regional 'satellite event' partnership opportunities such as Perth International Jazz Festival	Short term, ongoing	Events team	Event organisers
1.5	Event Mix - Family Events			
	Work with existing event organisers to develop family friendly aspects to current events Explore opportunities to attract 'satellite events' of existing children's festivals ie Awesome Festival Work with other City areas to collaboratively promote their programs of children's activities and events	Short term, ongoing	Events team CoB Libraries ArtGeo Youth Services	Event organisers
1.6	Event Mix - Business events (conferences, seminars, meetings, trade shows)			
	Work with conference organisers from other regions/LGAs/venues to secure satellite events or post-conference touring opportunities Identify opportunities to host conferences in collaboration with Business Events Australia, Business Events Perth Investigate opportunities to work with local businesses/vendors to encourage collaboration on exhibition/trade show events ie wedding expos Explore events which leverage the Place Project Workshop Outcomes Report and Economic Development Strategy to support the identified initiatives: Town Team activities Town centres activation Night time economy Fostering creative industry Attraction of film making in the region	Medium term	Events team	South West Development Commission Australia's South West Tourism Australia Business Events Aust Business Events Perth Local businesses/ venues, Creative Corner

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
1.7	Event Mix – Markets Development			
	Explore opportunities to support regular artisan/ sunset/food truck markets with local event organisers	Short term	Events team	Event organisers
1.8	Supporting Filming in the City			
	Build relationships with Screenwest and other Government bodies to advance the reputation and online presence of the City as a Film Friendly destination Work with production companies to ensure that the application process for filming in the City is streamlined and relevant to the industry Identify criteria to assess the support of filming projects that showcase the City of Busselton	Medium term	Events team	Screenwest

Measurement: Increase in number of events in off peak months, increase in the number of night-time activations, increase in visitation in off peak months, successful event acquisition, increase in total number of interstate and international attendees across the year, increase in diversity of events, number of events proposals received and considered each year, number of events adopting sustainable practices.

7.2 Localise Strategy

Goal: A City that celebrates its unique cultural, social and economic strengths by engaging with local content, characters and infrastructure.

Rationale: The City has a distinctive character and is unique in its combination of natural landscape, ocean, wine and food culture. This strategy will work because these characteristics are attractive to a range of market segments, which will form a loyal and sustainable audience base for City events if they are true to local values and culture.

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
2.1	Events that reflect the Region			
	Review strategic benefit criteria to include uniqueness of events, event diversity and location, and linkage to regional branding strategy	Short term, ongoing	Events team MERG	MRBTA
2.2	Event Selection			
	Strategically focus event selection to preference events that provide high quality, local, unique experiences	Short term, ongoing	Events team MERG	Event organisers
2.3	Local Business Collaboration			
	Communicate with local businesses about events happening in the region to encourage cross-promotion Work with businesses to host events either on their own or in conjunction with other businesses	Short term, ongoing	Events team	BCCI DYCCI MRBTA Local business
2.4	Town Centre Activation			
	Maximise foot traffic flow by encouraging events, local business and groups to collaborate to create walking trails and maps around major attractions and venues Implement outcomes from Town Centre Activation consultation reports Encourage and support Town Teams to plan and host events to activate town centres	Short and medium term	Events team Economic Development	Event organisers BCCI DYCCI MRBTA Local business Town Teams
2.5	Understand Events in the Region			
	Look at neighbouring cities major events calendar to understand opportunities for flow-on effect on visitation (Perth, Bunbury, Mandurah, Margaret River) Look at ways to collaborate with neighbouring local governments on cross-boundary events	Medium term	Events team	Neighbouring LG's

Measurement: An event calendar that reflects the City's cultural and natural environment and provides high quality, local, unique experiences.

7.3 Hallmark Strategy

Goal: A City that partners and supports events that increase visitation and local economic impact. Attract and retain sustainable, high-quality iconic events for maximised direct economic return.

Rationale: The City is already positioned to leverage an existing list of annual hallmark events. Focus on recurring events that possesses such significance, in terms of tradition, attractiveness, image or publicity, that the event provides the host venue, community or destination with a competitive advantage.

The traditions of hallmark events generate a stronger sense of community and place identity than one-off or occasional events as the event and city images become inextricably linked. With new venues such as the BPACC and the Jetty Village, there will be ample opportunities to attract and retain events that draw the loyalty of special interest groups and build a more diverse and sophisticated tourism brand.

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
3.1	Strategic Event Retention and Development			
	Identify existing hallmark and major events with potential to grow and support them to develop strategies for their events	Short term, ongoing	Events team MERG	Event organisers
3.2	Application Process Improvements			
	Review the event and sponsorship application processes to streamline for long running events with proven track record of good economic and community impact. Manage the relationship from start to end to ensure event organisers have a positive experience and will return to the City	Short term, ongoing	Events team	Event organisers

Measurement: Increased overnight visitation, increased visitor spend, growth in business and event organiser capability, increase in local employment.

7.4 Monitoring Strategy

Goal: Measurement of outcomes using standard metrics and targeted event support as key enablers for ensuring major event outcomes continue to be achieved and reviewed.

Rationale: The City can build a stronger portfolio of high-quality events with a high economic impact if it is able to identify relevant metrics and create an impact measurement regime that gives clear quantified feedback, on which resource allocation (funding) decisions can be made.

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
4.1	Data Collection			
	Provide standard survey to collect data on the event's impact, including standard measures for social and economic impact, and level of satisfaction including questions to: • Measure support of community diversity, culture and heritage • Measure opportunities for social connection • Gauge uniqueness of event • Identify respondents' origin • Quantify respondents activity spend • Identify respondents' primary reason for visiting the City • Quantify accommodation spend • Ensure standard surveys are short enough to give event organisers the possibility to add personalised questions	Short term, ongoing	Events team MERG	Event organisers
4.2	Standard Templates			
	Provide a standard template for reporting, connected to survey questions, including: • Standard reporting for social and cultural measures • Standard calculation for Economic Impact, based on respondents' origin, spend at the event, spend in the City, accommodation spend and primary reason for visiting • A set of standardised quality measures (Net Promoter Score, Level of Satisfaction) • Provide document to event organisers with clear instructions on how to calculate economic impact based on collected data	Short term	Events team MERG	Event organisers
4.3	Assessment Criteria			
	Event Sponsorship Application Process: distinguish between economic impact of specific event visitation versus general tourism impact by including new reporting criteria and evaluation tools.	Short term	Events team MERG	

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
4.4	Automate Event Evaluation			
	Procure and subscribe to an event evaluation software package	Medium term	Events team & IT	
4.5	Reporting Results			
	Bi-annually report to Council, business and community on events impact	Short term, ongoing	Events team MERG	

Measurement: Community sentiment towards events at least >90% positive, increase in average ROI for events, successful implementation of new evaluation system.

7.5 Venues Strategy

Goal: An event program that showcases the City's unique venues and natural environment as a sustainable competitive advantage.

Rationale: This strategy will form a key part of the event value chain and a conduit for transferring successful event strategies into local economic impact. The City should see to it that events are distributed amongst new and existing venues to create a unique event program for locals, intrastate, interstate and overseas visitors.

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
5.1	Event Distribution			
	Strategically distribute events across the City (Busselton, Dunsborough, Vasse, Yallingup, Eagle Bay) to ensure communities get access to a variety of events and are not adversely impacted by event saturation Develop promotional material to promote the City's diverse locations as event destinations including updating current Event Prospectus annually.	Ongoing	Events team PR team	
5.2	Busselton – Margaret River Airport			
	Collaborate with airlines to promote major events and connected flights Investigate opportunity to organise shuttle buses from the airport to the City Work with airlines to accommodate specific event needs ie bike or surfboard handling	Short term	Events team Airport team Economic Development	Airline providers Transport providers Tour operators Accommodation providers MRBTA
5.3	Busselton Jetty developments			
	Work with the Jetty to host events and support the diversity strategy	Medium- long term	Events team	Busselton Jetty Inc
5.4	Busselton Performing Arts & Convention Centre (BPACC)			
	Develop and implement a programming strategy for centre activation Include appropriate technology to deliver online events Use the centre to host indoor events and support the diversity strategy Expand major events programming Use the centre to market to business events throughout Australia as a suitable destination	Medium term	Events team MERG BPACC management	Event organisers Business Events Perth Business Events Australia Arts & creative industries
5.5	Farmers Markets & Hospitality Venues			
	Explore collaboration opportunities for events such as: cooking shows, bake offs, workshops and community and visitors' events	Short term	Events team	Event organisers Venues

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
5.6	Venue List			
	Audit and document a list of identified suitable event venues and include relevant detail such as: suitable for both indoor and outdoor use, type of event suited to the facility, power accessibility, indication on the need to apply for event permit and limitation on number or type of events Pre-approve identified venues to reduce the need for approval for certain kinds of events and to reduce the need to reapply for permits Investigate spaces and locations that are not traditionally used for events, which can create new and unique venues ie laneways, vacant buildings, industrial areas etc	Medium term	Events team	Venues
5.7	City Venue Development			
	All council departments to collaborate with the events team on all asset development in community parks and infrastructure, to ensure that event specific needs are addressed in the planning stage Develop policies and practices that provide direction on priorities for shared use events spaces such as ovals	Short term, ongoing	CoB	

Measurement: Updated list of venues available for events, identification of opportunities with BPACC, Busselton Jetty and Busselton Margaret River Airport.

7.6 Capability Strategy

Goal: The City fosters a collaborative network of event organisers by connecting event organisers with strategic advice, communications, mentoring, branding, and marketing support.

Rationale: This strategy will complement the delivery, localise, hallmark and monitoring strategies. Having a capable and well-resourced network of event organisers, venues and other suppliers will underpin a sustainable event delivery system for the future.

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
6.1	Marketing Support			
	Provide marketing support to event organisers by using the City's channels to promote events Develop a City of Busselton branding and marketing toolkit for event organisers Provide on-line accessible resources for event organisers to promote the City's attractions as part of their events (flyers etc.)	Short term	Events team PR team	MRBTA BCCI DYCCI Australia's South West
6.2	Capability Building			
	Organise or facilitate in-person or online workshops for event organisers on a variety of specific topics such as event management, risk management, marketing skills or current issues/trends to help grow home grown events into financially self-sufficient events	Medium term	Events team	LGIS MRBTA BCCI DYCCI Event subject matter experts
6.3	Value Adding to Events			
	Encourage and support event organisers to 'value add' by organising or hosting satellite activities for event participants	Medium term	Events team	Event organiser MRBTA BCCI DYCCI Local business Tour operators
6.4	Event Packaging			
	Investigate the creation of event packages in conjunction with hallmark and major events with relevant stakeholders, such as accommodation providers	Medium term	Events team	Event organiser MRBTA Accommodation providers

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNERS
6.5	Sustainability			
	Provide event organisers with information about climate friendly options and environmentally friendly options for waste management, disposable goods and products Develop a policy for 'Plastic Free' events Consider event impacts on the natural environment as part of the assessment process	Short term, ongoing	Events team Waste team	Event organisers
6.6	Accessibility			
	Work with event organisers to plan events that provide an inclusive and enjoyable experience for people of all abilities, ethnicity and gender diversities Develop an inclusive events checklist to guide event organisers	Short term, ongoing	Events team Community Development Officer	Event organisers Disability Access & Inclusion Reference Group

Measurement: Number of businesses and event organisers participating in capacity building programs, number of new cooperative event marketing and/or product development activities



7.7 Funding Strategy

Goal: The City supports the identified strategies by structuring funding allocation to retain existing strong events, attract new events to address gaps in the variety and distribution of the events calendar, and to preference events that provide high quality, local, unique experiences.

Rationale: This strategy will complement all above strategies, by providing the financial leverage to guide the future direction of events in the City of Busselton.

	ACTIONS	TIMEFRAME	CITY TEAM RESPONSIBILITY	EXTERNAL PARTNER
7.1	Create Two Funding Streams			
	Community Events – Events that significantly benefit the local community, target different demographics, activate and engage with local areas and facilities, while enhancing community identity and pride Hallmark/Major/Developing Events – Events that have an economic focus and generate significant spending in the City; attract high percentage of out-of-region attendees; promotes the region on an interstate or international platform; promotes the City's image and branding strategy as active, welcoming, generous, sustainable, fun and affordable	Medium Term	Events team MERG	
7.2	In-kind Support			
	Provide in-kind support to event organisers through subsidised use of City venues, marketing support through City billboards and online platforms, and subsidised event fees and charges	Short term, ongoing	Events team MERG	
7.3	Targeted Event Funding			
	Structure the allocation of funding to actively target events to fill existing gaps or meet strategic direction Allocate an event acquisition budget, with a proactive and flexible approach to targeting new events in the City	Medium term	Events team MERG	
7.4	Develop Funding Criteria			
	Work with MERG members to develop a revised funding criteria with different weighting applied to the two funding streams and the desired outcomes for each	Medium term	Events team MERG	
7.5	Improved Event Sponsorship Application			
	Review sponsorship application processes to ensure that the process is streamlined, easy to use and information collected is relevant and measurable Procure and subscribe to a sponsorship application software program	Medium term	Events team IT/ Business Development	

Measurement: Vibrant and fresh calendar of events, increase in average ROI for events, event organisers satisfied with event sponsorship process, community satisfaction with return on event investment.



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Terms of Reference

~~Committee~~Program: Business Development, Events and Marketing Program
Responsible Directorate: Community and Commercial Services **Version:** DRAFT

1. INTRODUCTION

1.1. The Business Development, Events and Marketing Program (BDEMP) is established for the purpose of representing the business community of the City of Busselton.

1.2. BDEMP provides strategic direction on the allocation of the Business Development, Events and Marketing Funding Program for the development of initiatives aimed to provide social benefit to the community, and to attract events, additional visitation, increase investment and produce economic outcomes to the region.

1.3. Recognising the positive economic and social benefits events and tourism has on the region, the City has implemented a differential rating scheme wherein properties rated within the Industrial and Commercial Zone Groups and the Commercial Land Use Group, directly contribute toward the City's continued support of tourism, marketing and events activities through the Business Development, Events and Marketing Funding Program. A proportion of revenue raised through the Holiday Home fees also contributes to the scheme.

1.4. These funds are allocated to the development and implementation of a regional events strategy and economic development activities that aim to advance the region as the Events Capital WA, and promote the region as an attractive destination for tourism, business, and events, including the branding of the region in a local government sense.

1.5. The BDEMP acts in accordance with the provisions of the City's Local Laws, policies and these Terms of Reference.

2. OBJECTIVE

2.1 The objectives of the BDEMP are to support the achievement of the following strategies:

a. **Diversity Strategy** – Goal: a City offering year-round events for both community and visitors with an inclusive, diverse and vibrant event calendar, developing a varied and sustainable portfolio of events (type, locations and timing).
b. **Localise Strategy** – Goal: a City that celebrates its unique cultural, social and economic strengths by engaging with local content, characters and infrastructure. Encourages events that actively engage with local businesses and community to deliver economic and social outcomes.
c. **Hallmark Strategy** – Goal: a City that partners with and support events that increase visitation and local economic impact. Attract and retain sustainable, high-quality events for maximised direct economic return.
d. **Venues Strategy** – Goal: an event program that showcases the City's unique venues and natural environment as a sustainable competitive advantage.

e. **Economic Development Strategy** – Goal: a City that supports business and industry through the implementation of promotions, programs and activities aligned with the City's Economic Development Strategy.
f. **Funding Strategy** – Goal: the City supports the identified strategies by structuring funding allocation to retain existing strong events, attract new events to address gaps in the variety and distribution of the events calendar, and to preference events that provide high quality, local and unique experiences. The funding strategy will also focus on business and economic development initiatives that aim to enhance the City's economic environment.

2.2 The BDEMP achieve these objectives by:

a. making recommendations to Council on the sponsorship of events and activities as part of the BDEMP Funding Program;
b. ensuring that the sponsorship of events in the City provides the best possible return on investment;
c. supporting the strategic development and sustainability of existing events and multi-year funded activities within the City of Busselton;
d. facilitate formal and informal communication and consultation processes regarding events and activities considered to be funded from the ~~funding program~~BDEMP;
e. maintain strong links with the private sector, government, and the local community to achieve high levels of stakeholder investment and activity required to realise the events potential of the City of Busselton;
f. building on opportunities to promote community and economic outcome focussed events, and a range of economic development and marketing initiatives aimed to attract increased visitation and investment to the region.

3. MEMBERSHIP

3.1. The membership of the BDMEP shall consist of the following voting members:
a. Three City of Busselton Councillors;
b. One representative – Margaret River Busselton Tourism Association;
c. One representative – Busselton Chamber of Commerce and Industry;
d. One representative – Dunsborough Yallingup Chamber of Commerce and Industry.

3.2. The following City of Busselton officers shall be non-voting members of the BDEMP:
a. Director of Community and Commercial Services;
b. Manager Events and Cultural Services; and
c. Events Coordinator.

3.3. Business and community representatives nominated by BDEMP members can be invited to join the BDEMP Advisory Group. BD~~W~~EMP Advisory Group members will receive copies of all agendas and minutes and have opportunity to attend BDEMP meetings and speak to agenda items of interest.

3.4. In the event of a BDEMP member being unable to attend a meeting, ~~representatives~~ members are required to nominate a deputy member, endorsed by the representative organisation.

3.5. The BDEMP may request the attendance of any other person or representative for advisory purposes only.

3.6. In order to fulfil the objectives of BDEMP, members are expected to:
a. Keep informed of current developments, issues and concerns in the events, tourism, marketing and business development sectors;
b. Be conversant with relevant plans and policies within the City of Busselton, particularly those relating to events, tourism, marketing and business, and economic development;
c. Be aware of the activities, interests and concerns relating to events, tourism, marketing, and business and economic development sector organisations and groups within the City;
d. Prepare for and actively participate in regular BDEMP meetings;

e. Have, or an ability to gain, an understanding and experience in the events, tourism, marketing and/or economic and business development sectors;
f. Act in the best interests of the City of Busselton; and
g. Maintain confidentiality of meetings held and activities undertaken.

3.7. Members must disclose any conflicts of interest on matters before the BDEMP, and declare these prior to any discussions relating to the matter.

3.8. Representatives must not make any public statements in reference to BDEMP activities unless prior approval has been provided by the Director Community and Commercial Services or their representative/s.

3.9. Membership of the BDEMP shall, unless determined otherwise, cease on the day of the next ordinary Council election.

3.10. Council shall appoint new members to the BDEMP in accordance with paragraphs 3.1 at the next practicable meeting of Council, following the Council election.

3.11. The membership of a member may be ceased in accordance with the Act.

4. PRESIDING MEMBER

4.1. The Presiding Member will be a Councillor nominated to the position by the BDEMP, at the first meeting to be held following an ordinary election.

4.2. In the event of the Presiding Member being unable to attend a meeting, an alternate Councillor ~~or~~ member will deputise for that meeting.

5. MEETINGS

5.1. The BDEMP shall meet at every two months and on an as required basis.

5.2. The BDEMP shall report to Council in accordance with clause 2.10 of the *City of Busselton Standing Orders Local Law 2018*.

5.3. Notice of meetings shall be given to members at least five days prior to each meeting, with the agenda papers to be provided to members not less than 72 hours prior to the meeting.

5.4. The Presiding Member shall ensure that detailed minutes of all meetings are kept in accordance with the Part 14 of the *City of Busselton Standing Orders Local Law 2018*.

5.5. The City of Busselton will provide administrative support to the BDEMP through the provision of agendas and minutes.

5.6. Any item from a meeting requiring an action by Council officers will, in the first instance, be communicated to the relevant officer/s for consideration and/or action by the Director of Community and Commercial Services. Actions will be communicated at the next meeting.

5.7. The minutes of all BDEMP meetings, including its reports and recommendations, shall be included in the agenda of the next practicable Council meeting.

5.8. The recommendations of the BDEMP must be endorsed by Council before they take effect and be acted upon.

5.9. All members of the BDEMP shall have one vote. If the vote of the members present is equally divided, the Presiding Member shall cast a second vote.

6. QUORUM

6.1. The quorum for a meeting shall be at least 50% of the number of offices of membership, whether vacant or not.

7. DELEGATED POWERS

7.1. The BDEMP has been established by a decision of Council, but does not have any delegated powers.

7.2. Any recommendations made by BDEMP are not binding on Council and must be endorsed by Council to take effect.

8. EVALUATION OF COMMITTEE'S EFFECTIVENESS

8.1. At the meeting of the BDEMP prior to the ordinary Council elections, the BDEMP shall undertake a review to evaluate its effectiveness, and as a guide the following should be determined:

a. Is the purpose and objectives of the BDEM being met?
b. should the purpose and objectives be amended?
c. is the BDEM functioning effectively?
d. are the BDEM members regularly attending meetings?
e. review the Terms of Reference, including membership.

9. TERMINATION OF COMMITTEE

9.1. Termination of BDEMP shall be:

a. In accordance with the Act; and
b. By an absolute majority decision of Council.

10. APPROVAL

Council Adoption	**DATE**		**Resolution #**	
Previous Adoption	**DATE**		**Resolution #**	

18. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

18.1 DUAL NAMING SIGNAGE

Councillor Grant Henley, having given notice, moved the below motion.

COUNCIL DECISION

C2211/290 Moved Councillor G Henley, seconded Councillor M Love

That the Council requests the CEO to present a report within 4 months from today on the feasibility, cost and consultation required to implement, where practicable, dual naming signage to areas within the City of Busselton that recognises the Aboriginal names for locations and places within our municipality.

CARRIED 8/0

NOTICE OF MOTION

Councillor Grant Henley has given notice that at the meeting on 16 November 2022, he will move the following motion:

That the Council requests the CEO to present a report within 4 months from today on the feasibility, cost and consultation required to implement, where practicable, dual naming signage to areas within the City of Busselton that recognises the Aboriginal names for locations and places within our municipality.

REASONS

1. This measure is one identified in the RAP and achievable without significant expense.
2. I believe there is a broad desire within the community for increased recognition of Aboriginal place names, where they existed, prior to European settlement.
3. Other local governments are already undertaking this and we should aspire to be leaders not followers in this area.

OFFICER COMMENT

The notice of motion is aligned to the City's Reconciliation Action Plan REFLECT, which supports the promotion and identification of opportunities for dual-naming to encourage Cultural Custodians to share knowledge and stories of Aboriginal history and raise awareness of culture. Officers are comfortable they can provide a report as outlines in the notice of motion in the timeframe identified.

18.2 CEREMONIAL HOME PORTING AND FREEDOM OF ENTRY TO AUSTRALIAN DEFENCE VESSEL (ADV) CAPE NATURALISTE

Councillor Grant Henley, having given notice, moved the below motion.

COUNCIL DECISION

C2211/291 Moved Councillor G Henley, seconded Councillor P Cronin

That Council requests the Chief Executive Officer offer 'Ceremonial Home Porting and Freedom of Entry' to Australian Defence Vessel (ADV) Cape Naturaliste, subject to authorisation by the Royal Australian Navy.

CARRIED 8/0

NOTICE OF MOTION

Councillor Grant Henley has given notice that at the meeting on 16 November 2022, he will move the following motion:

That Council requests the Chief Executive Officer to offer 'Ceremonial Home Porting and Freedom of Entry' to Australian Defence Vessel (ADV) Cape Naturaliste, subject to authorisation by the Royal Australian Navy.

REASONS

The Australian Defence Vessel (ADV) 'Cape Naturaliste', as a namesake to a local area, would be a logical recipient for a Ceremonial Home Porting offer from the City of Busselton. This offer usually encompasses the traditional right to Freedom of Entry.

Because of the vessels program to relocate to its operating base in Darwin prior to Christmas, this matter has some urgency for consideration by Council. If action in relation to this is not expeditiously undertaken the opportunity to practically establish the relationship will not proceed, possibly until a future visit of the boat for maintenance.

The exchange of plaques and gifts of framed prints is expected to have a small financial implication of approximately $1000.

OFFICER COMMENT

The ADV Cape Naturaliste is the third of six Evolved Cape Class Patrol Boats being constructed in Henderson by Austal Ships. It is currently undertaking acceptance and trials before locating in late 2022 to its operating port of Darwin. The previous 2 ECCPB have their home port in Cairns.

It is customary for boats to seek to have a liaison with their namesake, and the City, through the Mayor, Cr Henley, has had informal discussions with Navy representatives in relation to the City of Busselton being a Ceremonial home port for the ADV Cape Naturaliste. Other examples of Ceremonial Home Ports / special relationships are:

- City of Hobart and HMAS Hobart
- City of Albany and HMAS ANZAC
- City of Darwin and former HMAS Darwin
- City of Bunbury and former HMAS Bunbury
- City of Greater Geraldton and former HMAS Greater Geraldton , now with HMAS Stalwart
- Arrernte People and former HMAS Arunta

As outlined by Cr Henley's reasons, an offer of Ceremonial Home Port would generally include the traditional right to Freedom of Entry. Freedom of Entry is a traditional custom, from times of fortified towns, where freedom of entry would be bestowed upon non-hostile groups. A ceremonial parade is often associated involving members of the group parading with swords and beating drums, and a 'challenge' being issued by City officials (generally the Police Chief and Mayor) as to what authority the group enters by.

It is unlikely in this instance, due to the ADV Cape Naturaliste relocating to Darwin (in approximately 6 weeks) that a ceremonial Freedom of Entry parade would be held. The official exchange of a plaque and gift for the crew mess would however be made. Other opportunities could be explored to recognise the Ceremonial Home Port, such as a local school or group 'adopting' the boat with the potential for students to correspond with or visit the boat in the future and / or an update on the boat's activities on the City's website.

The City has in the past provided Freedom of Entry to the Busselton Brass Band, with the right to Freedom of Entry last enacted on their 150th anniversary, and has also provided Freedom of Reserve to Northerly. There is a short term around time from launching, acceptance trials and relocation of the ADV Cape Naturaliste to its operational port and hence, in this instance, the notice of motion seeks that the bestowing of a ceremonial honour is expedited.

In summary officers consider that it would be appropriate for a ship named 'Cape Naturaliste' to have a ceremonial relationship with the City, and support the proposal.

19. URGENT BUSINESS

Nil

20. CONFIDENTIAL REPORTS

Nil

21. CLOSURE

The Presiding Member closed the meeting at 6.03pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 548 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 21 DECEMBER 2022.

DATE: 21/12/22 PRESIDING MEMBER: [signature]