



Finance Committee Agenda

14 April 2016

ALL INFORMATION AVAILABLE IN VARIOUS FORMATS ON REQUEST


CITY OF BUSSELTON

MEETING NOTICE AND AGENDA – 14 APRIL 2016

TO: THE MAYOR AND COUNCILLORS

NOTICE is given that a meeting of the Finance Committee will be held in the Meeting Room A, City Administration Site, Harris Road, Busselton on Thursday, 14 April 2016, commencing at 9.30am.

The attendance of Committee Members is respectfully requested.



MIKE ARCHER

CHIEF EXECUTIVE OFFICER

8 April 2016

CITY OF BUSSELTON

AGENDA FOR THE FINANCE COMMITTEE MEETING TO BE HELD ON 14 APRIL 2016

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Please note that Items 6.2, 6.3, 6.4, 6.5, 6.6 and 6.7 of this agenda will be presented for Council consideration in the 27 April 2016 Ordinary Council meeting agenda.

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

2. **ATTENDANCE**

Apologies

Nil

Approved Leave of Absence

Nil

3. **PUBLIC QUESTION TIME**

4. **DISCLOSURE OF INTERESTS**

5. **CONFIRMATION OF MINUTES**

5.1 **Minutes of the Finance Committee held on 7 April 2016**

RECOMMENDATION

That the Minutes of the Finance Committee Meeting held 7 April 2016 be confirmed as a true and correct record.

6. REPORTS

6.1 FINANCE COMMITTEE INFORMATION BULLETIN - FEBRUARY 2016

SUBJECT INDEX:	Councillor's Information
STRATEGIC OBJECTIVE:	Governance systems that deliver responsible, ethical and accountable decision-making.
BUSINESS UNIT:	Engineering and Facilities Services
ACTIVITY UNIT:	Executive Services
REPORTING OFFICER:	Asset Coordinator - Dan Hall Financial Compliance Officer - Jeffrey Corker Governance Support Officer - Lisa Haste
AUTHORISING OFFICER:	Chief Executive Officer - Mike Archer
VOTING REQUIREMENT:	Simple Majority
ATTACHMENTS:	Attachment A Investment Performance Report - Period Ending 29 February 2016

PRÉCIS

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

INFORMATION BULLETIN

1. Investment Performance 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 28 February 2016, the value of the City's invested funds totalled \$125.6M.

During the month of February \$24.0M in term deposit funds matured. One deposit in the amount of \$4.5M, being funds allocated for the redevelopment of the Administration Centre; was closed so as to have funds available to commence payments. A deposit in the amount of \$5.0M was previously allocated as being 100% Airport Redevelopment funds. As funds were requested to be available to commence the payment of expenses this Deposit has been renewed however the purpose of the funds has been partially reallocated. As a result, deposits totalling \$19.5M were renegotiated, for an average of 105 days at an average rate of 3.02%.

The balance of the 11am account (an intermediary account which offers immediate access to the funds compared to the term deposits and a higher rate of return compared to the cheque account) increased by \$6M. This amount consisted of funds that were requested to be on hand to commence payments for the Administration Centre redevelopment and the Airport (to date no payments have been made from these funds).

While official cash rates remain steady, concerns continue within financial markets. Available rates remain volatile, and vary significantly from bank to bank and day to day.

2. Chief Executive Officer – Corporate Credit Card

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

Date	Amount	Payee	Description
27-Jan-16	\$558.00	Travel Insurance Direct	*Annual CEO travel insurance + CEO reimbursement towards spouse
28-Jan-16	\$777.25	Travel Managers	*Hire vehicle - Local Govt. CEO Conference in New Zealand
01-Feb-16	\$195.94	Airport Parking Perth	*Parking - Local Govt. CEO Conference in New Zealand
15-Feb-16	\$78.54	Caltex, Rotorua	*Hire car fuel - Local Govt. CEO Conference in New Zealand
16-Feb-16	\$301.99	Createsend	Bay to Bay electronic newsletter
19-Feb-16	\$303.98	Commerce Motel, Whakatane	*Accommodation - Local Govt. CEO Conference in New Zealand

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

3. Voluntary Contributions/Donations (Income)

At its meeting of 22 September 2010, the Council adopted (C1009/329) its Voluntary Contributions/Donations Policy. This Policy requires that the Finance Committee be informed (via an information only bulletin) of any instances whereby voluntary contributions/ donations are approved by the Chief Executive Officer or jointly by the Mayor and Chief Executive Officer.

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

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

Council resolved in April 2010 (C1004/132) a move towards a tiered system of funding and following the 6 October 2011 Finance Committee meeting, it was recommended to Council that the delegation to determine the allocations of sponsorship and donations from the sponsorship fund be revoked and be returned to the Chief Executive Officer to enable a more timely turnaround of sponsorship applications.

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

- 61 applications for sponsorship have been received during this financial year.
- The average donation approved for the financial year is \$405.58
- There were 5 applications for sponsorship received or assessed during February 2016.
- Expenditure from the Donations, Contributions and Subsidies Fund (Sponsorship Fund) for the financial year totals \$24,740.91.
- Total budget for the Donations, Contributions and Subsidies Fund (Sponsorship Fund) is \$36,830.00.

App. No.	Recipient	Purpose	Amount
57/1516	Geographe Bay Yacht Club	Geographe Bay Boat Rally 6 - 12 Feb, funds will assist with the Junior Trackers Program for youngsters to learn to sail and develop leadership and life skills	\$500
58/1516	Busselton Old Time Dance	SW Festival of old Time dance and new vogue dancing. Funds to assist with the Busselton band and decorations for the hall.	\$200

App. No.	Recipient	Purpose	Amount
59/1516	Dunsborough Districts Progress Association	Multicultural Festival for Harmony Week being held in Yalyalup, funds assisting with performances throughout the day.	\$500
60/1516	Jacinta Sims	Funding to assist with travel costs associated with a State sailing competition in Geraldton.	Unsuccessful. Not representing State in competition as per guidelines.
61/1516	Connor Smith	Representing WA at the State School cricket competition in Brisbane. Funds to assist with travel costs.	\$200

Asset Management Report

Asset Plans for Street Lights, Signs and Car Parks will be presented to the finance committee at the June 2016 meeting. These asset management plans will be prepared in the context of core asset management working towards advanced asset management planning;

The core approach is a “top down” approach, with decisions made at a systems level using simple analysis processes. It gives an overall snapshot of the asset category a whole but doesn’t generally provide detailed information for each individual asset within that category; this detail is developed as the planning process evolves towards advanced asset management.

Advanced asset management involves engaging with the community to agree to discuss and agree on alternative levels of service, applying analysis to individual assets and implementation of improvements identified in core planning.

The plans will contain elements of advanced asset planning, but will essentially be at a core level; giving an overview of the type, amount and location of the assets, general condition and a financial summary providing detailed long and short term renewal forecasts.

The assets covered by the plans will be assets that the City is responsible to maintain i.e. has some form of financial obligation towards in order to provide the long and short term renewal forecasts.

OFFICER RECOMMENDATION

That the Finance Committee notes the Finance Committee Information Bulletin for the month of February 2016.



CITY OF BUSSELTON - INVESTMENT PERFORMANCE REPORT For the month of February 2016



11am Bank Account As at 29 February 2016

INSTITUTION	RATE	AMOUNT
ANZ 11am At Call Deposit	1.95%	\$ 8,500,000

Term Deposits - Miscellaneous Funds As at 29 February 2016

INSTITUTION	RATING	DAYS	MATURITY	RATE	AMOUNT
ANZ	AA	182	09-Mar-16	2.85%	\$ 4,500,000
ANZ	AA	91	16-Mar-16	3.10%	\$ 2,000,000
Rural Bank	A	120	16-Mar-16	2.80%	\$ 1,500,000
NAB	AA	180	23-Mar-16	3.00%	\$ 3,000,000
Westpac	AA	182	30-Mar-16	2.99%	\$ 4,500,000
ANZ	AA	183	01-Apr-16	2.95%	\$ 1,000,000
CBA	AA	91	04-Apr-16	2.95%	\$ 4,500,000
NAB	AA	122	11-Apr-16	2.96%	\$ 1,000,000
Bendigo	A	275	14-Apr-16	2.90%	\$ 1,000,000
NAB	AA	151	18-Apr-16	2.88%	\$ 1,500,000
Westpac	AA	122	21-Apr-16	3.05%	\$ 1,500,000
ANZ	AA	91	25-Apr-16	3.05%	\$ 3,000,000
ANZ	AA	183	26-Apr-16	2.80%	\$ 2,000,000
ANZ	AA	90	05-May-16	3.05%	\$ 4,500,000
NAB	AA	150	05-May-16	2.93%	\$ 3,000,000
Westpac	AA	90	05-May-16	3.03%	\$ 3,000,000
NAB	AA	120	10-May-16	3.05%	\$ 3,000,000
Westpac	AA	121	15-May-16	3.02%	\$ 1,500,000
ANZ	AA	182	17-May-16	2.90%	\$ 3,500,000
NAB	AA	150	23-May-16	3.04%	\$ 4,000,000
NAB	AA	91	30-May-16	2.98%	\$ 4,500,000
ANZ	AA	152	01-Jun-16	3.00%	\$ 3,000,000
Bank of Queensland	BBB	119	09-Jun-16	3.00%	\$ 2,000,000
NAB	AA	122	14-Jun-16	3.00%	\$ 2,000,000
NAB	AA	120	23-Jun-16	3.03%	\$ 1,500,000
Westpac	AA	274	30-Jun-16	2.97%	\$ 4,500,000

Total of Term Deposits \$ 71,000,000

Airport Redevelopment Funds As at 29 February 2016

WA Treasury Corp. - Overnight Cash Deposit Facility	1.95%	\$ 31,598
WA Treasury Corp. - State Bonds 91 Days 27-Apr-16	2.19%	\$ 4,041,342
WA Treasury Corp. - State Bonds 275 Days 27-Apr-16	2.00%	\$ 24,000,000
WA Treasury Corp. - State Bonds 366 Days 27-Jul-16	2.00%	\$ 12,000,000

Total of Airport Redevelopment Funds - WATC \$ 40,072,941

Westpac	AA	91 Days	05-May-16	3.03%	\$ 2,000,000
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Total of Airport Redevelopment Funds - Bank Term Deposits \$ 2,000,000

ANZ Cash Account	AA	NA	NA	2.00%	\$ 4,041,087
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Total of Airport Redevelopment Funds - Other \$ 4,041,087

Total of Airport Redevelopment Funds \$ 46,114,027

Interest Received \$ 180,949

Interest Accrued but not yet Received \$ 446,003

Total Interest Airport Funds as at month's end \$ 626,952

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

SUMMARY OF ALL INVESTMENTS HELD

	As at 1 year ago	As at 30 June 2015	As at 29 February 2016
11am Bank Account	\$ 6,250,000	\$ 10,990,000	\$ 8,500,000
Term Deposits - Misc. Funds	\$ 63,500,000	\$ 61,000,000	\$ 71,000,000
Airport Redevelopment - WATC Deposits	\$ -	\$ 45,933,094	\$ 40,072,941
Airport Redevelopment - Bank Term Deposit	\$ -	\$ -	\$ 2,000,000
Airport Redevelopment - Other Funds	\$ -	\$ -	\$ 4,041,087
Total of all Investments Held	\$ 69,750,000	\$ 117,923,094	\$ 125,614,027

TOTAL INTEREST RECEIVED AND ACCRUED \$ 1,377,088 \$ 2,002,864 \$ 1,258,726

INTEREST BUDGET \$ 1,460,000 \$ 2,190,000 \$ 1,158,336

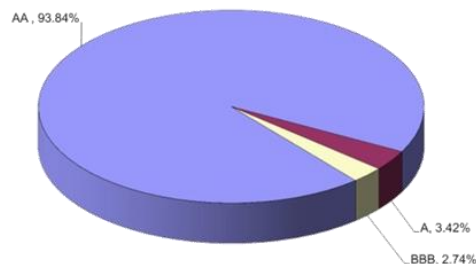
(Note: Interest figures relate to City general funds only and does not include interest allocated to specific areas such as the Airport Redevelopment)

Statement of Compliance with Council's Investment Policy 218

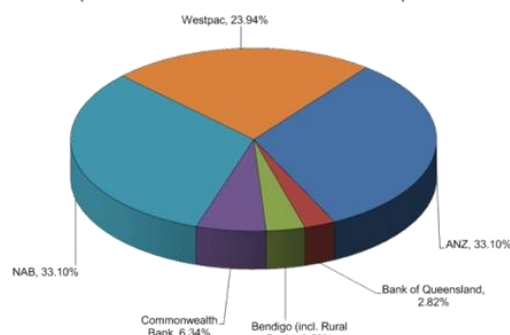
1. All funds are to be invested within legislative limits.	Fully Compliant
2. All individual funds held within the portfolio are not to exceed a set percentage of the total portfolio value.	Fully Compliant
3. The amount invested based upon the Fund's Rating is not to exceed the set percentages of the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

Investment Graphs

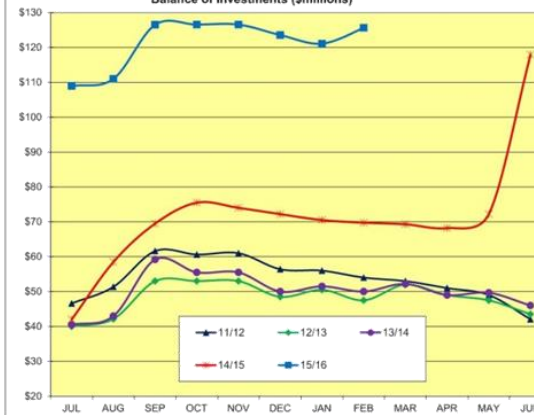
Summary of Term Deposits by S & P Rating
(Excludes WATC and 11am Cash Account Funds)



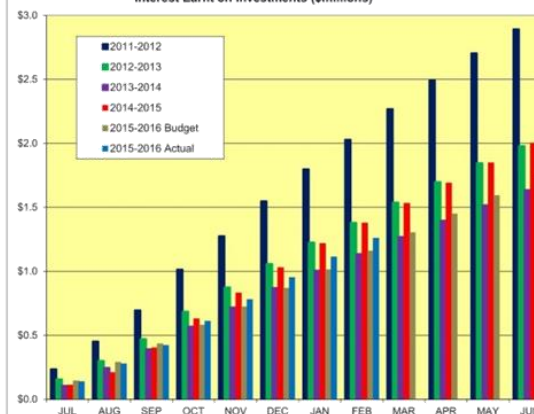
Summary of Term Deposits by Institution
(Excludes WATC and 11am Cash Account Funds)



Balance of Investments (\$millions)



Interest Earned on Investments (\$millions)



6.2 LIST OF PAYMENTS MADE - FEBRUARY 2016

SUBJECT INDEX:	Financial Operations
STRATEGIC OBJECTIVE:	An organisation that is managed effectively and achieves positive outcomes for the community.
BUSINESS UNIT:	Finance and Information Technology
ACTIVITY UNIT:	Finance
REPORTING OFFICER:	Financial Accountant - Ehab Gowegati
AUTHORISING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
VOTING REQUIREMENT:	Simple Majority
ATTACHMENTS:	Attachment A List of Payments Made - February 2016

PRÉCIS

This report provides details of payments made from the City's bank accounts for the month of February 2016, for noting by the Council and recording in the Council Minutes.

BACKGROUND

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

STATUTORY ENVIRONMENT

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

RELEVANT PLANS AND POLICIES

NA.

FINANCIAL IMPLICATIONS

NA.

STRATEGIC COMMUNITY OBJECTIVES

This matter principally aligns with Key Goal Area 6 – 'Open and Collaborative Leadership' and more specifically Community Objective 6.3 – 'An organisation that is managed effectively and achieves positive outcomes for the community'.

RISK ASSESSMENT

NA.

CONSULTATION

NA.

OFFICER COMMENT

NA.

CONCLUSION

NA.

OPTIONS

NA.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

NA.

OFFICER RECOMMENDATION

That the Council notes payment of voucher numbers M111623 – M112729, EF044726 – EF045129, T007223 – T007225, and DD002680 – DD002696; together totaling \$4,769,452.00.



LISTING OF PAYMENTS MADE
UNDER DELEGATED AUTHORITY
FOR THE MONTH OF FEBRUARY 2016

<u>MUNICIPAL ACCOUNT - FEBRUARY 2016</u>				
<u>Date</u>	<u>Chq</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
4/02/2016	112623	CITY OF BUSSELTON	VARIOUS PAYROLL DEDUCTIONS	2,892.45
4/02/2016	112624	CALLOWS CORNER NEWS	STAFF SOCIAL CLUB - LOTTO	266.00
4/02/2016	112625	M & M COX	BIO-DIVERSITY RATE REBATE	292.83
4/02/2016	112626	ANDREW & MARG LINDSAY	BIO-DIVERSITY RATE REBATE	467.92
4/02/2016	112627	SUE SEAMAN	BIO-DIVERSITY RATE REBATE	412.38
4/02/2016	112628	PETER AND JENNY STARK	BIO-DIVERSITY RATE REBATE	716.02
4/02/2016	112629	KEITH AND PAULA TAYLOR	BIO-DIVERSITY RATE REBATE	250.00
4/02/2016	112630	KERRY AND RIC HARVEY	BIO-DIVERSITY RATE REBATE	250.00
4/02/2016	112631	C & M HOLDEN-TROITSKY	BIO-DIVERSITY RATE REBATE	277.86
4/02/2016	112632	A SHEARWOOD	BIO-DIVERSITY RATE REBATE	250.00
4/02/2016	112633	D & E GREENHILL	BIO-DIVERSITY RATE REBATE	637.57
4/02/2016	112634	M ARMSTRONG	BIO-DIVERSITY RATE REBATE	250.00
4/02/2016	112635	B CUTHBERT	BIO-DIVERSITY RATE REBATE	684.60
4/02/2016	112636	P & A JENNINGS	BIO-DIVERSITY RATE REBATE	1,294.59
4/02/2016	112637	S CULLEN	BIO-DIVERSITY RATE REBATE	281.80
4/02/2016	112638	LANDGATE CUSTOMER ACCOUNT	LODGEMENT OF DOCUMENTS	492.00
22/01/2016	112639	CANCELLED	PRINTING ERROR	0.00
4/02/2016	112640	T & J DRYSDALE	BIO-DIVERSITY RATE REBATE	281.80
5/02/2016	112641	TELSTRA CORPORATION	COMMUNICATION SERVICES	10,524.52
5/02/2016	112642	SYNERGY	ELECTRICITY SUPPLIES	2,379.05
5/02/2016	112643	CANCELLED	PRINTING ERROR	-
5/02/2016	112644	VASSE PRIMARY SCHOOL	DONATION - VASSE ART AWARD	400.00
5/02/2016	112645	MAX ROYCE	HALL DEPOSIT & BOOKING FEE REFUND	377.00
9/02/2016	112646	OFFICE OF THE CEO - PETTY CASH	PETTY CASH REIMBURSEMENT	441.00
10/02/2016	112647	KASEY DEBOER	REFUND OF NCC NETBALL SESSION	10.00
10/02/2016	112648	JACQUIE HAPP	DONATION-MULTICULTURAL FESTIVAL HARMONY WEEK	500.00
10/02/2016	112649	FL BYRNE & CJ COLCLOUGH	REFUND OF RATE OVERPAYMENT	840.00
10/02/2016	112650	L WILKIE	GLC LEARN TO SWIM REFUND	234.00
10/02/2016	112651	CANCELLED	PRINTING ERROR	-
10/02/2016	112652	GEOGRAPHE BAY YACHT CLUB	DONATION - GEOGRAPHE BAY BOAT RALLY	500.00
10/02/2016	112653	CR. R BENNETT	COUNCILLOR PAYMENT	2,180.00
10/02/2016	112654	DEPARTMENT OF TRANSPORT	SPECIAL SERIES NUMBER PLATE	327.00

6.2

Attachment A

List of Payments Made - February 2016

10/02/2016	112655	ARTGEO PETTY CASH	PETTY CASH REIMBURSEMENT	99.04
10/02/2016	112656	DUNSBOROUGH PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	11.00
10/02/2016	112657	NATURALISTE COMMUNITY CENTRE PETTY CASH	PETTY CASH REIMBURSEMENT	84.25
10/02/2016	112658	THOMAS MAZEY	ART SALES	35.00
10/02/2016	112659	VINCENT TRIGLIA	ART SALES	156.00
10/02/2016	112660	BIANCA LEWIS	REFUND OF ANIMAL TRAP BOND	98.00
10/02/2016	112661	DEANNE RICHARDS	REFUND OF HALL BOND	185.00
10/02/2016	112662	MERCY CARE	REFUND OF HALL BOND	185.00
10/02/2016	112663	RAMAREELTD	REFUND OF RATE OVERPAYMENT	396.34
10/02/2016	112664	ILUKA RESOURCES LIMITED	REFUND RATE PAYMENT - MINING TENEMENT	66.74
10/02/2016	112665	DR & SM WALSH	REFUND OVERPAYMENT - TRADING IN PUBLIC PLACES	200.00
10/02/2016	112666	FINES ENFORCEMENT REGISTRY	REPAYMENT OF DISHONoured FEE	30.00
10/02/2016	112667	BRETT DIVICH	REFUND - DEVELOPMENT APPLICATION FEE	120.00
10/02/2016	112668	THE BUSSELTON OLD TIME DANCE INC	DONATION - SOUTH WEST FESTIVAL OF DANCE	200.00
12/02/2016	112669	TELSTRA CORPORATION	COMMUNICATION SERVICES	140.00
12/02/2016	112670	CITY OF BUSSELTON	ESL LEVY LOCKE ESTATE AND VASSE HIGHWAY	217.30
12/02/2016	112671-672	SYNERGY	ELECTRICITY SUPPLIES	77,950.40
15/02/2016	112673	CITY OF BUSSELTON	TRANSFER OF BUILDING FEE TO CONTRIBUTION	765.00
15/02/2016	112674	MARY MCDONALD NOMINEES PTY LTD	REFUND ROAD MAINTENANCE BOND	4,333.00
15/02/2016	112675	SATTERLEY PROPERTY GROUP PTY LTD	REFUND ROAD MAINTENANCE BOND	7,198.00
15/02/2016	112676	MARY MCDONALD NOMINEES PTY LTD	REFUND OUTSTANDING WORKS BOND	1,109.00
16/02/2016	112677	LANDGATE CUSTOMER ACCOUNT	LODGEMENT OF DOCUMENTS	164.00
16/02/2016	112678	BUSSELTON WATER BOARD	WATER SERVICES	8,812.90
16/02/2016	112679	SYNERGY	ELECTRICITY SUPPLIES	983.35
18/02/2016	112680	CITY OF BUSSELTON	VARIOUS PAYROLL DEDUCTIONS	2,867.93
18/02/2016	112681	CALLOWS CORNER NEWS	STAFF SOCIAL CLUB - LOTTO	266.00
18/02/2016	112682	DEPARTMENT OF MINES AND PETROLEUM	AIRPORT - DANGEROUS GOODS LICENCE	197.00
18/02/2016	112683	BUSSELTON WATER BOARD	HYDRAULIC REVIEW - AIRPORT DEVELOPMENT	6,461.40
18/02/2016	112684	CALLOWS CORNER NEWSAGENCY	NEWSAGENCY / STATIONERY SUPPLIES	528.58
18/02/2016	112685	WATER CORPORATION	WATER SERVICES - ACCESS LICENCE	45.83
18/02/2016	112686	BUSSELTON STOCKFEEDS & PET SUPPLIES	ANIMAL SUPPLIES	144.00
18/02/2016	112687	CITY OF MANDURAH	LIBRARY RESOURCES - LOST ITEM	24.00
18/02/2016	112688	SUBWAY	CATERING - BUSHFIRE BRIGADES & G.L.C.	324.00
18/02/2016	112689	CITY OF BELMONT	LIBRARY RESOURCES - LOST ITEM	24.00
18/02/2016	112690	ALINTA	GAS SERVICES - KOOKABURRA CARAVAN PARK	446.00
18/02/2016	112691	REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC)	TRAINING SERVICES - STRATA MANAGEMENT	352.00
18/02/2016	112692	DEPT OF THE ATTORNEY GENERAL	PROSECUTION NOTICES	105.60

6.2

Attachment A

List of Payments Made - February 2016

18/02/2016	112693	BOND ADMINISTRATOR	AGED HOUSING BONDS	260.00
23/02/2016	112694	VASSE PROPERTY PTY LTD	REFUND OUTSTANDING WORKS BOND	104,207.00
24/02/2016	112695	D WILLIAMS	REFUND OF AGED HOUSING PET BOND	50.00
24/02/2016	112696	BRAND EVENTS AUSTRALIA PTY LTD	EVENT TICKETS - GOURMET ESCAPE	61.00
24/02/2016	112697	S SUMUCH	REFUND OF BUILDING PLAN SEARCH FEE	142.00
24/02/2016	112698	S SMITH	DONATION - STATE SCHOOL CRICKET COMPETITION	200.00
24/02/2016	112699	P JOHNSTON	REFUND TEMP FOOD STALL APPLICATION FEE	32.00
24/02/2016	112700	CANCELLED CHQ	CANCELLED	-
24/02/2016	112701	MH & JL HIGGINS	TWO CROSSOVER SUBSIDY PAYMENTS	746.90
24/02/2016	112702	DEPARTMENT OF TRANSPORT	SPECIAL SERIES NUMBER PLATE	327.00
24/02/2016	112703	DUNSBOROUGH PUBLIC LIBRARY - PETTY CASH	PETTY CASH REIMBURSEMENT	39.00
24/02/2016	112704	W GILLBARD	REFUND OF ANIMAL TRAP BOND	98.00
24/02/2016	112705	FAIR WORK COMMISSION	REFUND OF HALL BOND	195.00
24/02/2016	112706	DEPT OF WATER	REFUND OF HALL BOND	195.00
24/02/2016	112707	ST MARY'S CRICKET CLUB	REFUND OF HALL BOND	185.00
24/02/2016	112708	BUSSELTON GARDENS	REFUND OF HALL BOND	185.00
24/02/2016	112709	A DOVE & S REYNOLDS	CROSSOVER SUBSIDY PAYMENT	261.80
24/02/2016	112710	BRENT ZIERSCH	REFUND OF TEMP FOOD STALL FEE	32.00
24/02/2016	112711	STEPHEN LAUDER	OVERPAYMENT HOLIDAY HOME REG FEE	342.00
24/02/2016	112712	BRADLEY CRUTE	REFUND NEIGHBOUR REFERRAL FEE	120.00
24/02/2016	112713	LAURA SUTHERLAND	REFUND BOOKING FEE - CANCELLED	74.00
24/02/2016	112714	VENTURA HOME GROUP	REFUND DEVELOPMENT FEE - APP CANCELLED	1,068.20
24/02/2016	112715	SANDRA SAUNDERS	REFUND TRADING PUBLIC PLACE FEE	27.00
24/02/2016	112716	CANCELLED	PRINTING ERROR	-
25/02/2016	112717	GEOGRAPHE LEISURE CENTRE - PETTY CASH	PETTY CASH REIMBURSEMENT	193.16
25/02/2016	112718	CITY OF BUSSELTON - PETTY CASH	PETTY CASH REIMBURSEMENT	516.70
26/02/2016	112719	MASHAM NOMINEES PTY LTD	REFUND OF RATE OVERPAYMENT	1,019.01
26/02/2016	112720	GUNNADOO DAIRY PTY LTD	REFUND OF RATE OVERPAYMENT	1,295.59
26/02/2016	112721-724	BUSSELTON WATER BOARD	WATER SERVICES	77,288.25
26/02/2016	112725	TELSTRA CORPORATION	COMMUNICATION SERVICES	8,631.50
26/02/2016	112726-727	WATER CORPORATION	WATER SERVICES	51,265.42
26/02/2016	112728-729	SYNERGY	ELECTRICITY SUPPLIES	11,760.65
				404,854.23

ELECTRONIC TRANSFER PAYMENTS - FEBRUARY 2016

<u>Date</u>	<u>EFT</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
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4/02/2016 EF044726	HIF	HEALTH INSURANCE	198.30
4/02/2016 EF044727	CRAIG & SHEREE WOOD	LEASE AGREEMENT	820.00
4/02/2016 EF044728	PAY-PLAN PTY LTD	SALARY PACKAGING	11,145.65
4/02/2016 EF044729	HARCOURTS BUSSELTON	RENTAL LEASE AGREEMENT	840.00
4/02/2016 EF044730	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	200,023.08
4/02/2016 EF044731	AUSTRALIAN SERVICES UNION	UNION FEES	77.40
4/02/2016 EF044732	HBF HEALTH LIMITED	MEDICAL INSURANCE	458.60
4/02/2016 EF044733	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	338.26
4/02/2016 EF044734	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	808.75
4/02/2016 EF044735	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	208.00
4/02/2016 EF044736	STAFF CHRISTMAS CLUB	PAYROLL DEDUCTIONS	3,665.00
4/02/2016 EF044737	CLICKSUPER PTY LTD	SUPERANNUATION	142,447.35
5/02/2016 EF044738	JUMPING JACK INFLATABLES PTY LTD	FITNESS EQUIPMENT SUPPLIER	528.00
5/02/2016 EF044739	CR. G BLEECHMORE	COUNCILLOR PAYMENT	2,180.00
5/02/2016 EF044740	CR. G HENLEY	COUNCILLOR PAYMENT	7,973.75
5/02/2016 EF044741	CR. T BEST	COUNCILLOR PAYMENT	2,180.00
5/02/2016 EF044742	PHIL HOLLETT PHOTOGRAPHY	ART SALES	35.00
5/02/2016 EF044743	PERTH ENERGY PTY LTD	ELECTRICITY SUPPLIER	35,177.41
5/02/2016 EF044744	DIXIE BUTLER	ART SALES	20.30
5/02/2016 EF044745	LYNE MARSHALL	ART SALES	61.60
5/02/2016 EF044746	DENISE SANBROOK	ART SALES	33.60
5/02/2016 EF044747	CR. J McCALLUM	COUNCILLOR PAYMENT	2,180.00
5/02/2016 EF044748	JULIA HARWOOD	ART SALES	105.00
5/02/2016 EF044749	PETA TUCK	STAFF REIMBURSEMENT - LEAVING GIFT	100.00
5/02/2016 EF044750	CAROL KEMP	ART SALES	14.00
5/02/2016 EF044751	ANDERS HAMMARSTROM	ART SALES	98.00
5/02/2016 EF044752	KOOKA SERVICES PTY LTD	CARAVAN PARK MANAGEMENT CONTRACT	34,833.15
5/02/2016 EF044753	MARY EVERUSS	STAFF REIMBURSEMENT - GLC KIOSK GOODS	305.41
5/02/2016 EF044754	MARGARET PARKE	ART SALES	52.50
5/02/2016 EF044755	PANCAKE DESIGNS RESIN	ART SALES	225.40
5/02/2016 EF044756	GEOGRAPHE INDUSTRIAL SUPPLIES	INDUSTRIAL SUPPLIES	46.01
5/02/2016 EF044757	NALDA HOSKINS	ART SALES	133.20
5/02/2016 EF044758	SUSSEX TURF CONTROL	TURF MAINTENANCE - BOVELL HOCKEY OVALS	10,800.00
5/02/2016 EF044759	WARREN BLACKWOOD WASTE	BIN CLEANING AND BULK BIN SERVICES	2,744.50
5/02/2016 EF044760	JACQUELINE PERRY-STRICKLAND	ART SALES	19.96
5/02/2016 EF044761	CYNTHIA DIX	ART SALES	10.50
5/02/2016 EF044762	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	64.66

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5/02/2016 EF044763	MEROME DARVILL	ART SALES	31.50
5/02/2016 EF044764	OCEAN AIR CARPET CARE	CLEANING SERVICES - BUILDINGS & ABLUTIONS	5,002.80
5/02/2016 EF044765	CR. R REEKIE	COUNCILLOR PAYMENT	2,180.00
5/02/2016 EF044766	CR. R PAINE	COUNCILLOR PAYMENT	2,180.00
5/02/2016 EF044767	CR. P CARTER	COUNCILLOR PAYMENT	2,180.00
5/02/2016 EF044768	BRENDON ISARD	ART SALES	35.00
5/02/2016 EF044769	PETER STRAIN	ART SALES	145.20
5/02/2016 EF044770	STRUCTURED SOLUTIONS	BUNTING SUPPLIES - FRINGE FESTIVAL	2,260.00
5/02/2016 EF044771	JO DARVALL	ART SALES	1,518.00
5/02/2016 EF044772	SARAH DOWLING	ART SALES	2,100.00
5/02/2016 EF044773	VASSE WEED & PEST	PEST CONTROL SERVICES	96.05
5/02/2016 EF044774	IMOGEN MASON	STAFF REIMBURSEMENT - GLC KIOSK GOODS	143.87
5/02/2016 EF044775	JACQUELINE NICHOL	STAFF REIMBURSEMENT - CATERING-POSSUM EVENT	195.01
5/02/2016 EF044776	ROSS MONTGOMERY	STAFF REIMBURSEMENT - EMPLOYMENT MEDICAL	203.50
5/02/2016 EF044777	ROSEMARY BOARDMAN	REFUND OF ANIMAL TRAP BOND	98.00
5/02/2016 EF044778	KONNECT	MAINTENANCE SUPPLIES	952.06
5/02/2016 EF044779	PERTHWASTE PTY LTD	KERBSIDE RECYCLING SERVICES	79,770.32
5/02/2016 EF044780	COLES	COUNCIL & STAFF REFRESHMENTS, GLC KIOSK GOODS	1,320.48
5/02/2016 EF044781	BAREFOOT BOOKS	LIBRARY RESOURCES	597.39
5/02/2016 EF044782	SPEEDO AUSTRALIA	GLC PRO SHOP SUPPLIES	1,161.60
5/02/2016 EF044783	JOAN DAVY	ART SALES	60.00
5/02/2016 EF044784	ROBYN TAYLOR	ART SALES	30.40
5/02/2016 EF044785	GEORGE HERRING	ART SALES	64.00
5/02/2016 EF044786	TANGENT NOMINEES PTY LTD	REFUND OVERPAYMENT DEBTORS INVOICE	922.42
5/02/2016 EF044787	OWEN G ISBEL	ART SALES	336.00
5/02/2016 EF044788	WENDY SLEE	ART SALES	156.00
5/02/2016 EF044789	JOSH YATES	ART SALES	9.80
5/02/2016 EF044790	CELIA CLARE	ART SALES	868.80
12/02/2016 EF044791	CR. G BLEECHMORE	COUNCILLOR REIMBURSEMENT	173.88
12/02/2016 EF044792	DEB HOLDEN	STAFF REIMBURSEMENT - PUBLIC RELATIONS	98.91
12/02/2016 EF044793	SUSSEX TURF CONTROL	TURF MAINTENANCE - BOVELL MAIN OVALS	10,725.00
12/02/2016 EF044794	JACQUELINE PINNOCK	ART SALES	187.60
12/02/2016 EF044795	SOUTHBOUND FESTIVAL PTY LTD	BOND REFUND - SOUTHBOUND CONCERT	18,315.00
12/02/2016 EF044796	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	321.05
12/02/2016 EF044797	KLEENIT PTY LTD	GRAFFITI REMOVAL	727.93
12/02/2016 EF044798	CR. R REEKIE	COUNCILLOR REIMBURSEMENT	330.00
12/02/2016 EF044799	CR. R PAINE	COUNCILLOR REIMBURSEMENT	188.99

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12/02/2016	EF044800	MERRIBROOK	STAFF CONFERENCE - TEAM ACTIVITY	4,180.00
12/02/2016	EF044801	D C DE ALMEIDA	REFUND APPLICATION FEE	60.00
12/02/2016	EF044802	LINDSAY ALLISON	REFUND OF ANIMAL TRAP BOND	98.00
12/02/2016	EF044803	COLES	COUNCIL & STAFF REFRESHMENTS	90.32
12/02/2016	EF044804	JUNE ANDERSON	ART SALES	32.00
12/02/2016	EF044805	IRRITRONICS	RETICULATION SERVICES	572.00
12/02/2016	EF044806	AMBERGATE PLUMBING	PLUMBING SERVICES - VARIOUS BUILDINGS	5,035.60
17/02/2016	EF044807	BIG BEN BUILDERS PTY LTD	DESIGN & CONSTRUCTION - RAILWAY HOUSE	108,486.65
18/02/2016	EF044808	HIF	HEALTH INSURANCE	198.30
18/02/2016	EF044809	CRAIG & SHEREE WOOD	LEASE AGREEMENT	820.00
18/02/2016	EF044810	PAY-PLAN PTY LTD	SALARY PACKAGING	12,936.35
18/02/2016	EF044811	HARCOURTS BUSSELTON	RENTAL LEASE AGREEMENT	840.00
18/02/2016	EF044812	AUSTRALIAN TAXATION OFFICE	PAYG TAXATION	190,142.50
18/02/2016	EF044813	AUSTRALIAN SERVICES UNION	UNION FEES	77.40
18/02/2016	EF044814	HBF HEALTH LIMITED	MEDICAL INSURANCE	458.60
18/02/2016	EF044815	LOCAL GOV'T RACE COURSE & CEMETERY EMPLOYEES	UNION FEES	338.26
18/02/2016	EF044816	DEPUTY CHILD SUPPORT REGISTRAR	SALARY DEDUCTIONS	985.00
18/02/2016	EF044817	CITY OF BUSSELTON-SOCIAL CLUB	SOCIAL CLUB REIMBURSEMENT	204.00
18/02/2016	EF044818	STAFF CHRISTMAS CLUB	PAYROLL DEDUCTIONS	3,565.00
18/02/2016	EF044819	CLICKSUPER PTY LTD	SUPERANNUATION	144,011.00
17/02/2016	EF044820	ELLIOTS IRRIGATION PTY LTD	IRRIGATION - CEMETERY IRON FILTER SERVICE	269.50
17/02/2016	EF044821	TRAFFIC FORCE	TRAFFIC MANAGEMENT SERVICES	13,521.17
17/02/2016	EF044822	DAMARA WA PTY LTD	COASTAL VULNERABILITY STUDY	8,999.99
17/02/2016	EF044823	DEPT OF PREMIER & CABINET STATE LAW PUBLISHER	LEGAL PUBLICATIONS	159.60
17/02/2016	EF044824	UNITING CHURCH PARISH OF BUSSELTON	WORKSHOP RAG SUPPLIER	150.00
17/02/2016	EF044825	KAREN ALCORN	STAFF REIMBURSEMENT - LIBRARY SUPPLIES	89.00
17/02/2016	EF044826	ROAD SIGNS AUSTRALIA	SIGNAGE SUPPLIES	3,403.95
17/02/2016	EF044827	BOSS OFFICE CHOICE	STATIONERY SUPPLIER	100.39
17/02/2016	EF044828	SUREKLEEN PRODUCTS	CLEANING PRODUCTS	333.03
17/02/2016	EF044829	BUSSELTON HYDRAULIC SERVICES INC	HYDRAULIC SERVICES	3,798.98
17/02/2016	EF044830	MEREDITH DIXON	STAFF REIMBURSEMENT - MEDICAL STUDENT GIFTS	350.00
17/02/2016	EF044831	FRANCES GOODMAN	STAFF REIMBURSEMENT - EXHIBITION EXPENSES	220.00
17/02/2016	EF044832	LEEWIN CIVIL PTY LTD	BULK EARTHWORKS WASTE FACILITY	3,850.00
17/02/2016	EF044833	HERRING STORER ACOUSTICS	CONSULTANCY - NOISE MITIGATION ASSESSMENT	6,600.00
17/02/2016	EF044834	JIGSAW SIGNS & PRINT	SIGNAGE SERVICES - DUNSBOROUGH LIBRARY	2,915.00
17/02/2016	EF044835	BUNBURY TRUCKS	PLANT PURCHASES / SERVICES / PARTS	2,266.51
17/02/2016	EF044836	ESPRESSO ESSENTIAL (WA) PTY LTD	LIBRARIES - COFFEE MACHINE CONSUMABLES	1,094.47

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17/02/2016 EF044837	AR PLUMBING & GAS SERVICE	PLUMBING SERVICES - VARIOUS BUILDINGS	198.00
17/02/2016 EF044838	CIVITEST AUSTRALIA	SOIL COMPACTION TEST - LAYMAN ROAD	6,004.63
17/02/2016 EF044839	TOLL IPEC PTY LTD	COURIER SERVICES	10.33
17/02/2016 EF044840	SHOREWATER MARINE PTY LTD	BSN JETTY REFURBISHMENT - PILE WRAPPING	12,488.16
17/02/2016 EF044841	BROWNES DAIRY	GLC KIOSK SUPPLIES	454.55
17/02/2016 EF044842	BUSSELTON CABINET MAKERS	WOODWORK SERVICES - GLC CABINETS	1,878.80
17/02/2016 EF044843	FIRST CLASS TRAINING	EXCEL TRAINING SERVICES	1,039.50
17/02/2016 EF044844	SOUTHERN HABITAT NURSERY	NURSERY SUPPLIES	1,320.00
17/02/2016 EF044845	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP SEARCHES	237.85
17/02/2016 EF044846	BIN BOMB PTY LTD	BIN DEODORISER SUPPLIER	923.34
17/02/2016 EF044847	BUSSELTON LOCKSMITH	AIRPORT SECURITY SUPPLIES	657.80
17/02/2016 EF044848	BEACON EQUIPMENT	PLANT MAINTENANCE EQUIPMENT	500.00
17/02/2016 EF044849	SMITHS BEACH SURF LIFE SAVING CLUB	COMMUNITY BID 2015-2016	4,950.00
17/02/2016 EF044850	PROFESSIONAL CABLING	CABLING SERVICES - CAMERA SETUP	891.00
17/02/2016 EF044851	BRIDGESTONE	TYRE SERVICES	12,443.61
17/02/2016 EF044852	WA EXTERNAL SOLUTIONS	BUILDING MAINT- VARIOUS BUILDINGS	2,332.00
17/02/2016 EF044853	JUSTIN SMITH	STAFF REIMBURSEMENT - TRAILER HITCH LOCK	40.00
17/02/2016 EF044854	BOWMAN & ASSOCIATES PTY LTD	WASTE CONSULTANCY - DUNSBOROUGH CELL 2	29,051.00
17/02/2016 EF044855	BUZZ MARKETING	EVENT SPONSORSHIP 2015-2016	5,500.00
17/02/2016 EF044856	BUSSELTON BEARING SERVICES	BEARING SUPPLIES	2,093.99
17/02/2016 EF044857	MARGARET RIVER REGION OPEN STUDIOS INC.	MULTI YEAR GRANT AGREEMENT 2015-2016	5,000.00
17/02/2016 EF044858	STAY STRAIGHT FENCING	FENCING SERVICES - REPAIR DAMAGED FENCE	70.00
17/02/2016 EF044859	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES	10,372.78
17/02/2016 EF044860	AUSQ TRAINING	TRAINING SERVICES - TRAFFIC MANAGEMENT	678.00
17/02/2016 EF044861	ALL ALIVE GARDEN & PROPERTY MAINTENANCE PTY LTD	FIRE REDUCTION SERVICE	440.00
17/02/2016 EF044862	MCG ARCHITECTS PTY LTD	ADMIN BUILDING - ARCHITECTURAL SERVICES	73,633.93
17/02/2016 EF044863	COMPLETE PORTABLES	PORTABLE TOILET HIRE	2,932.42
17/02/2016 EF044864	SCOPE BUSINESS IMAGING	ELECTRONIC EQUIPMENT	85.67
17/02/2016 EF044865	ADT SECURITY	SECURITY PRODUCTS - JETTY CCTV REPAIRS	203.50
17/02/2016 EF044866	COVS PARTS PTY LTD	AUTOMOTIVE PARTS	792.99
17/02/2016 EF044867	CRANFORD PLUMBING PTY LTD	PLUMBING SERVICES - YALLINGUP TOILETS	693.92
17/02/2016 EF044868	BUSSELTON AMATEUR BASKETBALL ASSOCIATION	COMMUNITY BID 2015-2016 & KIDSPORT VOUCHERS	5,979.00
17/02/2016 EF044869	CIVIL/STRUCTURAL CONSULTING PTY LTD	WHALE VIEWING PLATFORM - STRUCTURAL ASSESS	1,201.75
17/02/2016 EF044870	TONIA KILIAN	STAFF REIMBURSEMENT - SISTER CITY CATERING	130.50
17/02/2016 EF044871	GROUP TRAINING SOUTH WEST	HIRE OF APPRENTICE MECHANIC	4,881.84
17/02/2016 EF044872	DANIEL FRITCHLEY	ENGINEERING DRAFTING SERVICES	5,720.00
17/02/2016 EF044873	MILLER ELECTRICAL PTY LTD	ELECTRICAL SERVICES - AGED HOUSING	473.15

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17/02/2016 EF044874	SOUTH WEST PRINTING & PUBLISHING	ADVERTISING SERVICES	849.10
17/02/2016 EF044875	MARGARET RIVER FENCING	FENCE INSTALLATION & MAINTENANCE SERVICES	29,162.10
17/02/2016 EF044876	SOUTH WEST AUDIO VISUAL	COMMUNICATION SERVICES	143.10
17/02/2016 EF044877	GRACE RECORDS MANAGEMENT (AUSTRALIA) PTY LTD	STORAGE SERVICES & ARCHIVE BOXES	684.39
17/02/2016 EF044878	CHRIS SHEEDY PANEL & PAINT	PANEL REPAIRS - INSURANCE EXCESS	2,000.00
17/02/2016 EF044879	SOUTH WEST EMPLOYEE ASSISTANCE PROGRAM	EMPLOYEE ASSISTANCE PROGRAM	1,496.00
17/02/2016 EF044880	DATAMAN GEOMATICS PTY LTD	SURVEYING SERVICES	474.38
17/02/2016 EF044881	ORANGE COACH CHARTERS	BUS CHARTER SERVICES - YOUTH EVENT	480.00
17/02/2016 EF044882	SOUTHWEST EVENT SERVICES	EMCEE - BATTLE OF THE BANDS	100.00
17/02/2016 EF044883	ASSOCIATION FOR SUSTAINABILITY IN BUSINESS INC	CONFERENCE SERVICES	955.00
17/02/2016 EF044884	EAGLE BAY COMMUNITY HALL ASSOCIATION INC	VENUE HIRE - MEELUP REGIONAL PARK COMMITTEE	40.00
17/02/2016 EF044885	MARK TYLER	CONTRACT AND TENDERING CONSULTANT	126.00
17/02/2016 EF044886	SEA CHANGE NEWS & GIFTS	LIBRARY RESOURCES - NEWSPAPERS	139.00
17/02/2016 EF044887	WESTSIDE TILT TRAY SERVICE	ABANDONED CAR REMOVAL	825.00
17/02/2016 EF044888	OPTUS BILLING SERVICES PTY LTD	FIXED INTERNET ACCESS	1,870.00
17/02/2016 EF044889	NATURAL AREA CONSULTING SERVICES	VEGATATION PROTECTION - MEELUP REG PARK	5,218.40
17/02/2016 EF044890	DUNSBOROUGH HARDWARE & HOME CENTRE	HARDWARE SUPPLIES	573.21
17/02/2016 EF044891	EFAX AUSTRALIA	FAX SERVICE PROVIDER	11.11
17/02/2016 EF044892	WARREN BLACKWOOD WASTE	BIN CLEANING AND BULK BIN SERVICES	10,199.20
17/02/2016 EF044893	ALPHA PEST ANIMAL SOLUTIONS	FOX BAITING - VARIOUS RESERVES	2,200.00
17/02/2016 EF044894	ADVANCED DRIVEWAY SEALING	CBD FOOTPATH CLEANING	220.00
17/02/2016 EF044895	CISCO SYSTEMS CAPITAL AUSTRALIA PTY LTD	COMPUTER SOFTWARE LEASING	4,457.46
17/02/2016 EF044896	NEOPOST	STATIONERY SUPPLIER - TONER	924.00
17/02/2016 EF044897	WAVES ENVIRONMENTAL PTY LTD	BUSSELTON GROUNDWATER INVESTIGATION	742.50
17/02/2016 EF044898	DYMOCKS - BUSSELTON	LIBRARY RESOURCES - BOOKS	2,088.07
17/02/2016 EF044899	KEY2CREATIVE	ARTWORK - AIRCRAFT NOISE BROCHURES	6,259.00
17/02/2016 EF044900	BROADWATER MEDICAL CENTRE	MEDICAL SERVICES - EMPLOYMENT MEDICALS	1,120.00
17/02/2016 EF044901	BCP CIVIL & PLANT	PLANT HIRE - ROADWORK, WASTE & FORESHORE	13,464.01
17/02/2016 EF044902	BCP LIQUID WASTE	LIQUID WASTE SERVICES	956.05
17/02/2016 EF044903	UFL INTERNATIONAL LIMITED	AIRPORT TERMINAL SEATING & BINS	7,471.75
17/02/2016 EF044904	HANA PRIEST	ENTERTAINMENT - FRINGE FESTIVAL	1,220.00
17/02/2016 EF044905	XP SOFTWARE PTY LTD	HYDROLOGY SOFTWARE LICENCE	1,685.81
17/02/2016 EF044906	KLEENHEAT NATURAL GAS	KOOKABURRA NATURAL GAS	1,309.90
17/02/2016 EF044907	SANDGROPER CONTRACTING	LIQUID WASTE REMOVAL SERVICE	950.00
17/02/2016 EF044908	CLOUTZ EVENT HIRE	ENTERTAINMENT - YOUTH EVENT	500.00
17/02/2016 EF044909	COLES.COM.AU	COUNCIL & STAFF REFRESHMENTS	178.11
17/02/2016 EF044910	BINDI NUTRITION PTY LTD	ENERGY & NUTRITION PRODUCTS - GLC PRO SHOP	32.00

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17/02/2016 EF044911	MARGARET RIVER BUSSELTON TOURISM ASSOCIATION	CONTRIBUTION - CRUISE SHIP MANAGEMENT	1,575.00
17/02/2016 EF044912	DILLON BYWATERS	PHOTOGRAPHY - BATTLE OF THE BANDS	60.00
17/02/2016 EF044913	FIONA SLEE	CLEANING - DUNSBOROUGH FIRE STATION	75.00
17/02/2016 EF044914	THE URBAN COFFEE HOUSE	CATERING - TRAINING & BUSHFIRE VOL TRAINING	627.00
17/02/2016 EF044915	EVERETT'S HOME AND YARD MAINTENANCE	MAINTENANCE SERVICES - VARIOUS BUILDINGS	2,958.20
17/02/2016 EF044916	MARKETFORCE PTY LTD	ADVERTISING SERVICES	6,600.98
17/02/2016 EF044917	LOTIX FILTER CLEANING SERVICE	PLANT FILTER CLEANING SERVICE	911.68
17/02/2016 EF044918	TROPHIES ON TIME	NAME BADGE SUPPLIER	140.00
17/02/2016 EF044919	COSMOS ARCHAEOLOGY PTY LTD	ARCHAEOLOGICAL SURVEY - BERTHING PLATFORM	1,122.00
17/02/2016 EF044920	KLEENIT PTY LTD	GRAFFITI REMOVAL	388.30
17/02/2016 EF044921	BRIDGESTONE SELECT BUSSELTON	PLANT TYRE SUPPLIER / REPAIRER	1,998.00
17/02/2016 EF044922	APP CORPORATION PTY LTD	AIRPORT PROJECT MANAGEMENT SERVICES	68,310.00
17/02/2016 EF044923	DONNYBROOK TYRE SERVICE	TYRE SALES AND REPAIRS	2,257.30
17/02/2016 EF044924	OB-FIT	YOUTH WORKSHOP	420.00
17/02/2016 EF044925	TYRECYCLE PTY LTD	TYRE RECYCLING FROM WASTE FACILITIES	2,317.44
17/02/2016 EF044926	NATURALISTE HYGIENE SERVICES	HYGIENE SERVICES - VARIOUS BUILDINGS	3,225.95
17/02/2016 EF044927	JONES MARINE	BEACH ENCLOSURE MAINTENANCE	1,950.00
17/02/2016 EF044928	GEMINI CARPENTRY & CONSTRUCTION	CARPENTRY & PAINTING - BERTHING PLATFORM	1,089.00
17/02/2016 EF044929	STIHL SHOP DUNSBOROUGH	PLANT PURCHASES / SERVICES / PARTS	647.20
17/02/2016 EF044930	RIGHT FITNESS	GLC - FITNESS EQUIPMENT SERVICING	594.00
17/02/2016 EF044931	GYM AND FITNESS	GLC - GYM EQUIPMENT	1,480.00
17/02/2016 EF044932	HERA	ADMIN BUILDING - STRUCTURAL ENGINEERING SERVICES	19,235.92
17/02/2016 EF044933	AUSNET INDUSTRIES	REPLACE YALLINGUP PLAYGROUND NET	5,416.40
17/02/2016 EF044934	ACTION KERBING	KERBING SERVICES - BUSSELTON FORESHORE	1,987.70
17/02/2016 EF044935	BUSSELTON AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	4,495.25
17/02/2016 EF044936	KIDDE AUSTRALIA PTY LTD	FIRE FIGHTING AND WASHDOWN EQUIPMENT	780.12
17/02/2016 EF044937	DUSTEX AUSTRALIA PTY LTD	DUST SUPPRESSION - WASTE FACILITIES	1,444.85
17/02/2016 EF044938	BUNBURY COFFEE MACHINES	GLC - COFFEE MACHINE SUPPLIES	115.00
17/02/2016 EF044939	BBS COLLECTIONS PTY LTD	DEBT COLLECTION SERVICES	555.00
17/02/2016 EF044940	ALL IN 1 BODY SHOP	VEHICLE BODY STICKER REMOVAL	341.00
17/02/2016 EF044941	SPRAYMOW SERVICES	BUSH FIRE INSPECTION WORKS	1,177.00
17/02/2016 EF044942	ZENTO GLOBAL SOLUTIONS PTY LTD	GLC - TRAINING AND COACHING SERVICES	1,617.00
17/02/2016 EF044943	RED'S PRODUCTIONS PTY LTD	AUSTRALIAN WILDLIFE DISPLAY - DUNS LIBRARY	880.00
17/02/2016 EF044944	SOUTH WEST CRANE SERVICES	CRANE HIRE SERVICES - HARRIS ROAD	286.00
17/02/2016 EF044945	ECA SYSTEMS	ELECTRICAL SERVICES - DUNSBOROUGH HALL	2,992.00
17/02/2016 EF044946	GREG BARRON	GLC MEMBERSHIP REFUND	238.00
17/02/2016 EF044947	LORRAINE FROST	GLC MEMBERSHIP REFUND	495.00

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List of Payments Made - February 2016

17/02/2016 EF044948	JULIANA LAUTON-SOARES	GLC MEMBERSHIP REFUND	250.00
17/02/2016 EF044949	THE PLANT SUPPLY CO	NURSERY SUPPLIES	209.00
17/02/2016 EF044950	HAYLEY FOWLER	REFUND DOG REGISTRATION - NOW STERILISED	51.67
17/02/2016 EF044951	ART ALMANAC	MAGAZINE SUBSCRIPTION - ART GEO	713.90
17/02/2016 EF044952	SWAN RIVER CHAPTER INC	GRANT AGREEMENT 2015-2016	2,500.00
17/02/2016 EF044953	PC MACHINERY	MACHINERY EQUIPMENT - PEDESTRIAN ROLLER	10,989.00
17/02/2016 EF044954	CHAD KOWALSKI	GLC REFUND - GLC 12 PT PACK	272.00
17/02/2016 EF044955	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING SUPPLIER	937.35
17/02/2016 EF044956	TAS'S BAKERY	CATERING - BUSHFIRE BRIGADES	224.10
17/02/2016 EF044957	BUSSELTON RURAL SUPPLIES	RURAL SUPPLIES	216.00
17/02/2016 EF044958	PK COURIERS	COURIER SERVICES	300.30
17/02/2016 EF044959	BUSSELTON TOYOTA	VEHICLE PURCHASES / SERVICES / PARTS	47,698.87
17/02/2016 EF044960	BELL FIRE EQUIPMENT CO	FIRE EQUIPMENT SUPPLIER - BUSSELTON LIBRARY	87.09
17/02/2016 EF044961	GILS MOWING	MAINTENANCE SERVICES - AGED HOUSING	1,035.00
17/02/2016 EF044962	BUSSELTON REWINDS	GLC - POOL PUMP MAINTENANCE	1,655.04
17/02/2016 EF044963	CHRISTIAN & CO ELECTRICAL CONTRACTORS	GLC - ELECTRICAL SERVICES AUTO DOORS	203.50
17/02/2016 EF044964	BOC GASES AUSTRALIA LTD	GAS SERVICES	99.19
17/02/2016 EF044965	AC FORSTER & SON	PLUMBING SERVICES - GEORGETTE TOILETS	493.00
17/02/2016 EF044966	FTE ENGINEERING	PLANT MAINTENANCE SERVICES	337.70
17/02/2016 EF044967	GEOGRAPHE TIMBER & HARDWARE	HARDWARE SUPPLIES	2,820.21
17/02/2016 EF044968	SOUTHERN LOCK & SECURITY	SECURITY SERVICES - VARIOUS AREAS	2,449.33
17/02/2016 EF044969	JASON SIGNMAKERS	SIGNAGE SERVICES - TRAFFIC, JETTY & DOG SIGNS	8,737.74
17/02/2016 EF044970	T J DEPIAZZI & SONS	LAWN SUPPLIES - MARRI WOODCHIPS	2,421.10
17/02/2016 EF044971	KD POWER & CO	WEIGHBRIDGE SERVICES	1,732.50
17/02/2016 EF044972	KEEP AUSTRALIA BEAUTIFUL	ROADSIDE LITTER BAGS	160.00
17/02/2016 EF044973	B & J CATALANO PTY LTD	CRUSHED GRAVEL PURCHASES	62,579.02
17/02/2016 EF044974	MALATESTA ROAD PAVING & HOTMIX	ROAD HOTMIX / PAVING SERVICES	351,750.65
17/02/2016 EF044975	NICHOLLS MACHINERY	PLANT PURCHASES / SERVICES / PARTS	1,233.78
17/02/2016 EF044976	DUNSBOROUGH VOLUNTEER BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	177.89
17/02/2016 EF044977	BUSSELTON HOME TIMBER & HARDWARE	HARDWARE SERVICES	527.46
17/02/2016 EF044978	LANDGATE CUSTOMER ACCOUNT	LAND INFORMATION AND TITLE SEARCHES	270.60
17/02/2016 EF044979	SOUTH WEST STEEL PRODUCTS	STEEL PRODUCTS SUPPLIER	84.30
17/02/2016 EF044980	HOLCIM (AUSTRALIA) PTY LTD	CONCRETE SERVICES	6,894.80
17/02/2016 EF044981	WESTERN POWER CORPORATION	ELECTRICAL - HARRIS & GIFFORD ROAD	2,314.00
17/02/2016 EF044982	GEOGRAPHE PETROLEUM	FUEL SERVICES	10,195.15
17/02/2016 EF044983	ERS AUSTRALIA PTY LTD	MAINTENANCE PART WASHER SERVICE	903.10
17/02/2016 EF044984	LANDGATE (VALUER GENERAL'S OFFICE)	LAND RATING VALUATIONS	4,284.28

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List of Payments Made - February 2016

17/02/2016 EF044985	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY - LOST & DAMAGED ITEMS	869.00
17/02/2016 EF044986	PENDREY AGENCIES P/L	CHEMICAL / RURAL SUPPLIES	4,342.80
17/02/2016 EF044987	W A LIBRARY SUPPLIES	LIBRARY RESOURCES - SPINE LABELS	26.20
17/02/2016 EF044988	STAPLES AUSTRALIA PTY LTD	STATIONERY SUPPLIER	924.92
17/02/2016 EF044989	BUSSELTON MOTORS (MITSUBISHI/MAZDA)	VEHICLE PURCHASES / SERVICES / PARTS	26,518.37
17/02/2016 EF044990	COURIER AUSTRALIA	COURIER SERVICES	338.83
17/02/2016 EF044991	FESTIVAL OF BUSSELTON (INC)	SPONSORSHIP - BUSSELTON FESTIVAL QUEEN	6,440.01
17/02/2016 EF044992	DUNSBOROUGH BOBCAT SERVICE	EARTHMOVING - BOBCAT HIRE	9,553.50
17/02/2016 EF044993	MERCURE HOTEL PERTH	ACCOMMODATION - STAFF TRAINING	276.50
17/02/2016 EF044994	JUMOR WASTE WATER	WASTE MANAGEMENT SERVICES - VARIOUS BUILDINGS	670.00
17/02/2016 EF044995	AUSTRALIA POST	POSTAL SERVICE	6,422.75
17/02/2016 EF044996	ROD'S AUTO ELECTRICS	AUTO ELECTRICAL SERVICES	777.67
17/02/2016 EF044997	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISING SERVICES	5,060.66
17/02/2016 EF044998	PRESTIGE PRODUCTS	HOSPITALITY EQUIPMENT SUPPLIER	7,047.60
17/02/2016 EF044999	SOUTH WEST ISUZU	PLANT PURCHASES / SERVICES / PARTS	1,823.74
17/02/2016 EF045000	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	4,697.54
17/02/2016 EF045001	BAY SIGNS	SIGNAGE SERVICES	655.00
17/02/2016 EF045002	ACTIV FOUNDATION INC	PARKS & WASTE MAINTENANCE SERVICES	25,184.50
17/02/2016 EF045003	BUSSELTON PEST & WEED CONTROL	PEST CONTROL SERVICES	7,756.44
17/02/2016 EF045004	MILDWATERS ELECTRICAL	ELECTRICAL SERVICES - VARIOUS AREAS	769.89
17/02/2016 EF045005	PROTECTOR ALSAFE	PROTECTIVE CLOTHING SUPPLIER	214.17
17/02/2016 EF045006	WESTRAC EQUIPMENT P/L	PLANT PURCHASES / SERVICES / PARTS	5,098.90
17/02/2016 EF045007	BUSSELTON BUILDING PRODUCTS	BUILDING PRODUCT SUPPLIER	786.45
17/02/2016 EF045008	LAWRENCE & HANSON	ELECTRICAL/PROTECTIVE CLOTHING SUPPLIES	1,690.35
17/02/2016 EF045009	VASSE BUSHFIRE BRIGADE	PETTY CASH REIMBURSEMENT	568.92
17/02/2016 EF045010	B & B STREET SWEEPING	STREET SWEEPING SERVICE	49,790.40
17/02/2016 EF045011	UNIQCO INTERNATIONAL	UNIFLEET SERVICES - MONTHLY SUBSCRIPTION	1,051.41
17/02/2016 EF045012	WORK CLOBBER	PROTECTIVE CLOTHING SUPPLIER	1,314.00
17/02/2016 EF045013	AMITY SIGNS	SIGNAGE SERVICES	1,172.60
17/02/2016 EF045014	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	27.34
17/02/2016 EF045015	BRAD SCOTT ELECTRICAL CONTRACTOR	ELECTRICAL SERVICES - VARIOUS AREAS	84,064.00
17/02/2016 EF045016	KLEENHEAT GAS	GAS SERVICES - KOOKABURRA CARAVAN PARK	538.75
17/02/2016 EF045017	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	2,086.58
17/02/2016 EF045018	WESTERN AIRMOTIVE PTY LIMITED	AIRBAND REPAIRS	60.50
17/02/2016 EF045019	CEMETERIES & CREMATORIA ASSOCIATION OF WA INC.	2016 CCAWA SEMINAR	230.00
17/02/2016 EF045020	RUBEK AUTOMATIC DOORS	AUTOMATIC DOOR SERVICES - VARIOUS BUILDINGS	2,481.60
17/02/2016 EF045021	WESTCARE INDUSTRIES	LIBRARY RESOURCES	904.20

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List of Payments Made - February 2016

17/02/2016 EF045022	VASSE WEED & PEST CONTROL	PEST CONTROL SERVICES	110.00
17/02/2016 EF045023	OCLC (UK) LTD	SOFTWARE SERVICES	825.00
17/02/2016 EF045024	BUSSELTON STATE EMERGENCY SERVICE	PETTY CASH REIMBURSEMENT	248.01
17/02/2016 EF045025	(NAS) NIGHT ALARM SECURITY	SECURITY SERVICES - YOUTH EVENT	200.00
17/02/2016 EF045026	CHEM CENTRE	LABORATORY SERVICES - HEALTH DEPT	1,219.90
17/02/2016 EF045027	GEOFABRICS AUSTRALASIA PTY LTD	SAND BAG & TRIMESH SUPPLIER	9,427.44
17/02/2016 EF045028	COATES HIRE	HIRE EQUIPMENT & HARRIS ROAD GENERATORS	11,440.00
17/02/2016 EF045029	GEOGRAPHE COMMUNITY LANDCARE NURSERY	NURSERY SUPPLIES - VARIOUS RESERVES	9,843.76
17/02/2016 EF045030	IPWEA-WA	IPWEA STATE CONFERENCE	882.50
17/02/2016 EF045031	CHUBB FIRE & SECURITY PTY LTD	FIRE EQUIPMENT SERVICES	234.59
17/02/2016 EF045032	MILLSTREAM WEB SOFTWARE	SOFTWARE SERVICES - JAZZ BY THE BAY	99.00
17/02/2016 EF045033	COLES	COUNCIL & STAFF REFRESHMENTS, GLC KIOSK GOODS	540.99
17/02/2016 EF045034	BAREFOOT BOOKS	LIBRARY RESOURCES - BOOKS	219.93
17/02/2016 EF045035	GYM CARE	SPORTING EQUIPMENT REPAIRS	269.46
17/02/2016 EF045036	BUSSELTON HISTORICAL SOCIETY	DONATION BOX - BUSSELTON ART SETTLEMENT	600.00
17/02/2016 EF045037	TECHNOLOGY ONE LIMITED	SOFTWARE SERVICES	8,741.91
17/02/2016 EF045038	DUNSBOROUGH & DISTRICTS WATER CARTAGE	WATER CARTAGE & TRUCK HIRE SERVICES	3,366.00
17/02/2016 EF045039	BUSSELTON CENTRAL BAKERY	GLC - KIOSK SUPPLIES	62.00
17/02/2016 EF045040	SOUTHERN MACHINING & MAINTENANCE	PLANT MAINTENANCE SERVICES	774.65
17/02/2016 EF045041	SOILS AINT SOILS	NURSERY SUPPLIES	580.00
17/02/2016 EF045042	CARBONE BROS PTY LTD	LIMESTONE SUPPLIES / CARTAGE SERVICES	6,261.74
17/02/2016 EF045043	DARDANUP BUTCHERING COMPANY DBC	CATERING - BUSHFIRE BRIGADES	207.92
17/02/2016 EF045044	TRUCKLINE	PLANT PURCHASES / SERVICES / PARTS	1,230.33
17/02/2016 EF045045	REECE PTY LIMITED	PLUMBING SERVICES - KOOKABURRA	13.20
17/02/2016 EF045046	AUTO - ONE	PLANT PURCHASES / SERVICES / PARTS	4,988.31
17/02/2016 EF045047	AURECON AUSTRALIA PTY LTD	CONSULTANCY SERVICES - AIRPORT DEVELOPMENT	11,000.00
17/02/2016 EF045048	RICOH BUSINESS CENTRE	OFFICE EQUIPMENT SERVICES - PHOTOCOPIERS	6,606.95
17/02/2016 EF045049	GHD PTY LTD	CONSULTANCY SERVICES - AIRPORT DEVELOPMENT	9,966.00
17/02/2016 EF045050	AUSTRALIAN INSTITUTE OF MANAGEMENT	STAFF TRAINING	335.00
17/02/2016 EF045051	SUEZ ENVIRONMENTAL	WASTE MANAGEMENT SERVICES	1,200.73
17/02/2016 EF045052	CAPE CELLARS BUSSELTON	COUNCIL REFRESHMENTS	128.63
17/02/2016 EF045053	SPORTSWORLD OF WA	SPORT EQUIPMENT - GLC PRO SHOP	445.50
17/02/2016 EF045054	GLOBE SIGN CO.	SIGNAGE SERVICES - MEELUP REG PARK	1,082.40
17/02/2016 EF045055	VM VISIMAX	FIRE EQUIPMENT SUPPLIER	723.00
17/02/2016 EF045056	WA RANGERS ASSOCIATION	RANGER MEMBERSHIPS	100.00
17/02/2016 EF045057	LAMANNA COMMERCIAL PLUMBING & DRAINAGE	EXCAVATOR HIRE - DUNSBOROUGH CAR PARK	14,410.00
17/02/2016 EF045058	BURKE AIR	AIR CONDITIONING SERVICES	6,249.78

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List of Payments Made - February 2016

17/02/2016 EF045059	THE UNIVERSITY OF WESTERN AUSTRALIA	CONTRIBUTION FOR HAL PROJECT	2,200.00
17/02/2016 EF045060	ART ON THE MOVE	EXHIBITION EXPENSES	825.00
17/02/2016 EF045061	WML CONSULTANTS PTY LTD	CONSULTANCY - PEEL TERRACE & STRELLY STREET	22,632.50
17/02/2016 EF045062	LOCK AROUND THE CLOCK	SECURITY SERVICES	165.00
17/02/2016 EF045063	GANNAWAYS CHARTER AND TOURS	BUS HIRE SERVICE - GLC VACATION CARE	640.00
17/02/2016 EF045064	LMW HEGNEY	PROPERTY VALUATION - CAR PARKING AGREEMENT	3,850.00
17/02/2016 EF045065	LEEUEWIN TRANSPORT	COURIER SERVICES	1,838.53
17/02/2016 EF045066	SOUTH WEST CHEMICAL SERVICES	CHEMICAL SERVICES - WASTE FACILITIES	838.86
17/02/2016 EF045067	GRASSIAS TURF MANAGEMENT	CRICKET PITCH MANAGEMENT SERVICES	3,680.41
17/02/2016 EF045068	HERBERT SMITH FREEHILLS	LEGAL SERVICES - PORT GEO MANAGEMENT	3,300.00
17/02/2016 EF045069	ALL ANTENNA SYSTEMS	TV / ANTENNA SERVICES - 78 VASSE HIGHWAY	484.00
17/02/2016 EF045070	GEOGRAPHE SAWS AND MOWERS	PLANT PURCHASES / SERVICES / PARTS	919.80
17/02/2016 EF045071	PARKS AND LEISURE AUST (NATIONAL)	AUSTRALIAN MEMBERSHIP	291.50
17/02/2016 EF045072	CITY AND REGIONAL FUELS	FUEL SERVICES	5,356.32
17/02/2016 EF045073	TOTAL HORTICULTURAL SERVICES	LANDSCAPING SERVICES & MAINTENANCE	11,964.29
17/02/2016 EF045074	PLAYRIGHT AUSTRALIA PTY LTD	PLAYGROUND EQUIPMENT REPAIRS	1,303.54
17/02/2016 EF045075	BDA TREE LOPPING	TREE LOPPING SERVICES	56,953.60
17/02/2016 EF045076	TRADE HIRE	PLANT HIRE EQUIPMENT SERVICES	7,268.79
17/02/2016 EF045077	BACK TO FRONT PROPERTY CARE	MAINTENANCE SERVICES - AGED HOUSING	747.65
17/02/2016 EF045078	CAPE RURAL CONTRACTING	FIRE CONTROL SERVICES	2,640.00
17/02/2016 EF045079	AMBERGATE PLUMBING	PLUMBING SERVICES - VARIOUS BUILDINGS	320.32
17/02/2016 EF045080	LGMA (WA) DIVISION	TRAINING SERVICES	540.00
17/02/2016 EF045081	GEOGRAPHE GALLERY & PICTURE FRAMERS	PICTURE FRAMING SERVICES - LEAVING GIFT	160.00
17/02/2016 EF045082	BUSSELTON BAPTIST CHURCH	HALL HIRE SERVICE - OPEN WATER SWIM	59.00
17/02/2016 EF045083	ST JOHN AMBULANCE SUB CENTRE DUNSBOROUGH	FIRST AID TRAINING - RANGERS	110.00
17/02/2016 EF045084	BEACHSIDE BUILDING & MAINTENANCE	MAINTENANCE SERVICES	85.00
17/02/2016 EF045085	ELECTRICAL IRRIGATION SERVICES	ELECTRICAL SERVICES - PUMPS & RETICULATION	8,536.33
17/02/2016 EF045086	SHORE COASTAL PTY LTD	CONSULTANCY SERVICES - COASTAL WORKS	18,898.00
17/02/2016 EF045087	DELL AUSTRALIA PTY LTD	COMPUTER EQUIPMENT SUPPLIER	1,634.13
17/02/2016 EF045088	CAPE DRYCLEANERS	LINEN CLEANING SERVICES	6.00
17/02/2016 EF045089	HIP POCKET WORK WEAR AND SAFETY	UNIFORM & PROTECTIVE CLOTHING SUPPLIER	26.40
17/02/2016 EF045090	PFD FOOD SERVICES PTY LTD	GLC KIOSK PURCHASES	960.80
17/02/2016 EF045091	T-QUIP	MOWER PARTS & SERVICE	71.50
17/02/2016 EF045092	BEACHLANDS LAWNMOWING SERVICE	LAWN MOWING SERVICE	260.00
19/02/2016 EF045093	PROFESSIONAL CABLING	CABLING SERVICES - RELOCATION COSTS	10,340.00
19/02/2016 EF045094	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	216.93
19/02/2016 EF045095	COLES	COUNCIL & STAFF REFRESHMENTS	28.00

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List of Payments Made - February 2016

26/02/2016 EF045096	OLIVER DARBY	STAFF REIMBURSEMENT - INTERNET	49.95
26/02/2016 EF045097	JAMES SPATH	STAFF REIMBURSEMENT - INTERNET	209.85
26/02/2016 EF045098	BUSSELTON REPERTORY CLUB INC	FRINGE FESTIVAL HIRE WELD THEATRE	1,000.00
26/02/2016 EF045099	PENNY CROWLEY	STAFF REIMBURSEMENT - LIBRARY READING PRIZES	73.00
26/02/2016 EF045100	PROFESSIONAL CABLING	CABLING SERVICES - CAMERA ADDITIONAL COST	363.00
26/02/2016 EF045101	ROSEMARY PURDIE	STAFF REIMBURSEMENT - TRAINING EXPENSES	61.00
26/02/2016 EF045102	KATIE GARNETT	WELLNESS PROGRAM - YOGA	1,488.00
26/02/2016 EF045103	SOUTHBOUND FESTIVAL PTY LTD	BOND REFUND - SOUTHBOUND GROUND HIRE	36,720.18
26/02/2016 EF045104	KAREN BOX	STAFF REIMBURSEMENT - FUEL EXPENSES	75.00
26/02/2016 EF045105	CARTEC TRAINING SOLUTIONS	TRAINING SERVICES - CONFLICT TRAINING	880.00
26/02/2016 EF045106	BIG BEN BUILDERS PTY LTD	DESIGN & CONSTRUCTION - RAILWAY HOUSE	73,309.35
26/02/2016 EF045107	IMOGEN MASON	STAFF REIMBURSEMENT - GLC KIOSK GOODS	58.60
26/02/2016 EF045108	SOPHIA MOORE	STAFF REIMBURSEMENT - TRAINING EXPENSES	50.94
26/02/2016 EF045109	AMY SEARLE	HALL BOND REFUND	195.00
26/02/2016 EF045110	NICK EDWARDS	STAFF REIMBURSEMENT - RELOCATION EXPENSES	3,000.00
26/02/2016 EF045111	CHRISTINE PEDLAR	KOOKABURRA CARAVAN PARK REFUND	57.00
26/02/2016 EF045112	HEIDI PHILLIPS	REFUND DEVELOPMENT APPLICATION FEES	637.00
26/02/2016 EF045113	KIRK HOOD	REFUND HEALTH APPLICATION FEE	33.00
26/02/2016 EF045114	SOUTHERN LOCK & SECURITY	SECURITY SERVICES - VARIOUS AREAS	451.22
26/02/2016 EF045115	WESTERN POWER CORPORATION	ELECTRICAL DESIGN FEE - SEYMOUR BOULEVARD	1,708.50
26/02/2016 EF045116	BGC CONSTRUCTION PTY LTD	WASTE TREATMENT FROM ADMIN BUILDING SITE	39,790.00
26/02/2016 EF045117	BLACKWOODS	FLEET CONSUMABLES & MAINTENANCE PARTS	2,724.23
26/02/2016 EF045118	WEST OZ LINEMARKING	LINE MARKING - YALLINGUP CARPARK	1,183.60
26/02/2016 EF045119	MILDWATERS ELECTRICAL	ELECTRICAL SERVICES - VARIOUS AREAS	7,683.12
26/02/2016 EF045120	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	6,195.69
26/02/2016 EF045121	KLEENHEAT GAS	GAS SERVICES - GLC	470.07
26/02/2016 EF045122	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES	1,770.55
26/02/2016 EF045123	PERTHWASTE PTY LTD	KERSIDE RECYCLING SERVICES	78,476.87
26/02/2016 EF045124	COLES	COUNCIL & STAFF REFRESHMENTS	263.19
26/02/2016 EF045125	BAREFOOT BOOKS	LIBRARY RESOURCES - BOOKS	690.97
26/02/2016 EF045126	BURKE AIR	AIR CONDITIONING - RELOCATE AIRCONDITIONER	2,035.00
26/02/2016 EF045127	AMBERGATE PLUMBING	PLUMBING SERVICES - VARIOUS BUILDINGS	2,010.28
26/02/2016 EF045128	PHONOGRAPHIC PERFORMANCE CO. OF AUST. LTD.	LICENCE RENEWALS - NAT COMMUNITY CENTRE	1,457.28
26/02/2016 EF045129	SHORE COASTAL PTY LTD	CONSULTANCY SERVICES - COASTAL WORKS	7,752.25
			<u>2,903,878.65</u>

INTERNAL PAYMENT VOUCHERS - FEBRUARY 2016

List of Payments Made - February 2016

<u>Date</u>	<u>IVP</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
7/02/2016	DD002680	CALTEX AUSTRALIA PETROLEUM PTY LTD	FUEL SERVICES	48,633.17
3/02/2016	DD002681	ANZ ONLINE PAY 16	FORTNIGHTLY PAY	674,315.17
2/02/2016	DD002682	COMMONWEALTH BANK	BANK FEES	3,894.63
2/02/2016	DD002683	LES MILLS ASIA PACIFIC	GLC PROGRAM CONTRACT FEES	818.92
2/02/2016	DD002684	LES MILLS ASIA PACIFIC	NCC PROGRAM CONTRACT FEES	545.95
2/02/2016	DD002685	RATE REFUNDS	REFUND OF RATE OVERPAYMENT	529.00
2/02/2016	DD002686	ANZ BANK	BANK FEES	4,419.55
12/02/2016	DD002687	RATE REFUNDS	REFUND OF RATE OVERPAYMENT	424.00
28/01/2016	DD002688	ANZ BANK - VISA CARD	CREDIT CARD PAYMENT	2,431.17
1/02/2016	DD002689	ANZ BANK	BANK FEES	8,140.49
26/02/2016	DD002690	ANZ BANK	BANK FEES	234.15
2/02/2016	DD002691	ANZ BANK	BANK FEES	173.68
16/02/2016	DD002692	COMMONWEALTH BANK	BANK FEES	537.37
16/02/2016	DD002693	ANZ ONLINE PAY 17	FORTNIGHTLY PAY	657,304.70
16/02/2016	DD002694	ANZ ONLINE PAY 17	SPECIAL PAY	181.50
19/02/2016	DD002695	FLEXIRENT CAPITAL PTY LTD	BUSSELTON LIBRARY - LEASING PAYMENTS	237.80
19/02/2016	DD002696	FLEXIRENT CAPITAL PTY LTD	DUNSBOROUGH LIBRARY - LEASING PAYMENTS	220.02
				<u><u>1,403,041.27</u></u>

TRUST ACCOUNT - FEBRUARY 2016

<u>Date</u>	<u>Trust Chq</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
8/02/2016	007223	DEPARTMENT OF COMMERCE, BUILDING COMMISSION	REGISTRATIONS / LEVY PAYMENTS	49,183.38
8/02/2016	007224	CONSTRUCTION TRAINING FUND	BCITF LEVY	7,827.72
8/02/2016	007225	CITY OF BUSSELTON	BSL & CTF LEVY COMMISSION	666.75
				<u><u>57,677.85</u></u>

6.3 FINANCIAL ACTIVITY STATEMENTS – PERIOD ENDING 29 FEBRUARY 2016

SUBJECT INDEX:	Budget Planning and Reporting
STRATEGIC OBJECTIVE:	An organisation that is managed effectively and achieves positive outcomes for the community.
BUSINESS UNIT:	Finance and Information Technology
ACTIVITY UNIT:	Financial Services
REPORTING OFFICER:	Financial Accountant - Ehab Gowegati
AUTHORISING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
VOTING REQUIREMENT:	Simple Majority
ATTACHMENTS:	Attachment A Financial Activity Statements - February

PRÉCIS

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

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis for the period ending 29 February 2016.

BACKGROUND

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

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

Additionally, and pursuant to Regulation 34(5) of the Regulations, a local government is required to adopt a material variance reporting threshold in each financial year. At its meeting of 23 July 2015, the Council adopted (C1507/208) the following material variance reporting threshold for the 2015/16 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 2015/16 financial year to comprise variances equal to or greater than 10% of the year to date budget amount as detailed in the Income Statement by Nature and Type/ Statement of Financial Activity report, however variances due to timing differences and/ or seasonal adjustments are to be reported on a quarterly basis.

STATUTORY ENVIRONMENT

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

RELEVANT PLANS AND POLICIES

NA

FINANCIAL IMPLICATIONS

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

STRATEGIC COMMUNITY OBJECTIVES

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

RISK ASSESSMENT

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

CONSULTATION

NA

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 year to date basis, and reconciles with the net current position as per the Statement of Financial Activity.

▪ Capital Acquisition Report

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

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

▪ Reserve Movements Report

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

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

COMMENTS ON FINANCIAL ACTIVITY TO 29 FEBRUARY 2016

Comments on the financial activity and a brief explanation of the variances is provided below. For further information, please refer to the report to the Council on the same agenda with regard to the Annual Budget Review, which provides a full analysis of the major variances and projected subsequent impact on the end of year position.

Operating Activity

▪ Operating Revenue

As at 29 February 2016, there is a variance of +5% in total operating revenue, with the following categories exceeding the 10% material variance threshold:

Description	Variance %	Variance \$000's
Operating Grants, Subsidies and Contributions	+13%	+\$310
Other Revenue	+585%	+\$1,923
Interest Earnings	+22%	+\$318
Profit on Asset Disposals	+15%	+\$2

Operating Grants, Subsidies and Contributions (+\$310K)

The current variance in this category is primarily attributable to timing differences in the receipt of operating grants, subsidies and contributions +\$92K, coupled with the receipt of additional and/or unbudgeted reimbursements +\$218K.

Other Revenue (+\$1,923K)

This category includes a range of revenue types including fines and penalties, the sale of miscellaneous items and other sundry revenue. The major variance is attributable to the unbudgeted drawdown of the Port Geographe bank guarantees that was the subject of a report to Council at the 23 March 2016 meeting.

Interest Earnings (+\$318K)

There is a current favourable variance of approximately +\$281K in collective municipal, reserve and restricted interest earnings, with individual variances of approximately -\$46K, +\$146K and +\$181K respectively. Also, there is a current favourable variance of approximately +\$37K in relation to rates related interest charges. Late payment interest charges are tracking above year to date budget estimates by +\$27K and instalment plan interest charges are currently tracking approximately +\$10K above year to date budget projections.

Profit on Asset Disposals (+\$2K)

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

▪ Operating Expenditure

As at 29 February 2016, there is a variance of -7% in total operating expenditure, with the following categories exceeding the 10% material variance threshold:

Description	Variance %	Variance \$000's
Materials and Contracts	-23%	-\$2,347
Other Expenses	-10%	-\$196

Description	Variance %	Variance \$000's
Allocations	+16%	+\$212
Loss on Asset Disposal	+37%	+\$23

Materials and Contracts (-\$2,347K)

The Materials and Contracts operating expenditure category comprises a wide range of expenditure types. The current variance is attributable to both favourable and adverse variances (of varying magnitudes) across a range of diverse activities. Material reporting variances are as follows:

▪ **Maintenance of Buildings**

There is a favourable variance of approximately -\$181k in this activity on a year to date basis, with the major contributors being building maintenance services -\$47K and contract cleaning costs -\$134K. A portion of the variance is attributed to timing and is expected to be expended by 30 June 2016.

▪ **Contractors**

There is a favourable year to date variance of approximately -\$966k in collective contractors' expenditure. This expenditure type is comprised of a significant range of projects, and a number of individual variances (favourable and adverse) are evident throughout. The following contractor expenditure variances have been highlighted for comment:

1. Busselton Jetty contractor costs are under budget year to date by approximately -\$334K. Jetty works are funded from the jetty reserve and hence this variance will have no impact on the City's year end net financial position;
2. Provence Estate maintenance presents a favourable contractor variance of -\$155K as the public open space areas have not yet been handed over to the City. It should be noted that the portion of the budget to be funded from the specified area rates cannot be drawn down if expenditure has not occurred within the area.
3. Vasse Newtown presents a favourable contractor variance of -\$110K; however this saving will be offset against expenditure in other areas of the City.
4. Refuse sites presents a favourable contractor variance of -\$151K. Variances in waste services will be offset against the Waste Reserve and therefore have no impact on the City's net financial position.

▪ **Fleet Expenses – Fuel**

The fleet fuel expenditure reflects a favourable variance of -\$241K, largely due to lower fuel prices.

▪ **Engineering Administration and Projects**

Engineering Administration and Projects reflects a favourable variance of -\$300k. This variance represents the annual payment to the Department of Transport in relation to the Port Geographe management deed which was outstanding as at 29 February 2016. It is noted the payment has been processed during March 2016.

Other Expenditure (-\$196K)

Other Expenditure reflects a favourable variance of approximately -\$196K attributable to Members of Council expenses (timing difference) and Community Services administration, events marketing and promotions. Marketing funds have not been fully expended with the halt to the MRBTA recharge campaign as a result of the amalgamation of GBTA/AMRTA and changes to regional branding.

It is noted that Council has resolved (resolution C1510/293) to transfer \$150K from the differential rate marketing funds into new Airport Reserve specifically for marketing/support of Airport development project.

Allocations (+\$212K)

The variance in Allocations is largely attributable to plant and overhead related allocations, which due to the nature of this activity is routinely subject to timing variances. It is anticipated that in line with historical trends, that the variance will gradually decrease as the year progresses.

Loss on Asset Disposal (+\$23K)

The Loss on Asset Disposal represents adverse book losses on the sale of sundry plant items and vehicles. It should be noted that this is a book entry only, and has no direct impact on the surplus/deficit position.

Capital Activity

- Capital Revenue

As at 29 February 2016, there is a variance of -67% in total capital revenue, with the following categories exceeding the 10% material variance threshold:

Description	Variance %	Variance \$000's
Proceeds from Sale of Assets	-34%	-\$162
Transfer from Restricted Assets	-71%	-\$1,060
Transfer from Reserves	-80%	-\$4,595

Proceeds from Sales (-\$162K)

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

Transfer from Restricted Assets (-\$1,060K)

The variance in Transfers from Restricted Assets results largely from the budgeted \$1.5M transfer associated with the Busselton Regional Airport development. As at 29 February 2016, no transfer has been processed, as project expenditure (year to date actual \$600k) has not yet reached this value (net -\$1.5m).

This variance is partly offset by refunds in bonds and deposits of +\$440K as at the end of February where all obligations have been fulfilled to authorise the return of funds. The City does not budget for these transactions, and as such, any material variance will be reported accordingly.

Transfer from Reserves (-\$4,595K)

The variance in Transfers from Reserves is attributed to the budget transfer of \$4.5M associated with the new Civic and Administration Centre building. A significant timing variance is reflected as at 29 February 2016, as transfers are not processed until after funds have been expended or invoiced. It is anticipated that the end of year position will be in line with the budget.

- Capital Expenditure

As at 29 February 2016, there is a variance of -40% in total capital expenditure, with the following categories exceeding the 10% material variance threshold:

Description	Variance %	Variance \$000's
Land and Buildings	-84%	-\$10,409
Plant & Equipment	-41%	-\$821
Furniture and Equipment	-24%	-\$93
Infrastructure	-30%	-\$4,924
Transfers to Restricted Assets	+55%	+\$659

The attachments to this report include detailed listings of the following capital expenditure (project) items, to assist in reviewing specific variances:

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

CONCLUSION

As at 29 February 2015, the overall operating revenue is +\$3M above year to date budget. This is mainly attributable to the unbudgeted additional revenue of +\$1.8M received due to the drawdown of the Port Geographe bank guarantee, and timing differences associated with the receipt of other revenue (i.e. contributions, reimbursements, interest etc.). Expenditure categories are currently tracking below budget by -\$3M, at this time however the majority of variances have been identified as timing issues only. More significant variances are evident in the capital revenue and expenditure categories. Capital revenue performance is highly dependent upon the level of capital expenditure (i.e. acquisitions and construction). Capital expenditure performance to the end of February is below year to date budget projections across a number of classes; which significantly contributes to the reduced capital revenue levels.

Please also refer to the report to the Council on the same agenda with regard to the Annual Budget Review which is based on the City's financial performance to 29 February 2016. The report includes a projection of the City's financial performance to 30 June 2016 and endeavours to identify significant budget variances and if required recommends remedial action to be instigated as necessary prior to financial year end. The Annual Budget Review for 2015/2016 has not identified any specific remedial action and foreshadows an overall net favourable variance to budget.

OPTIONS

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

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

NA

OFFICER RECOMMENDATION

That the Council receives the statutory financial activity statement reports for the period ending 29 February 2016, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations.

City of BusseltonStatement of Financial ActivityFor The Period Ending 29 February 2016

	2015/2016 Actual	2015/2016 Amended Budget YTD	2015/2016 Original Budget YTD	2015/2016 Amended Budget	2015/2016 Original Budget	2015/16 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
Revenue from Ordinary Activities						
Rates	38,992,419	38,783,970	38,783,970	38,998,079	38,998,079	0.54%
Operating Grants, Subsidies and Contributions	2,655,100	2,344,825	2,344,825	3,580,496	3,580,496	13.23%
Fees & Charges	12,154,325	12,053,390	12,053,390	15,099,480	15,099,480	0.84%
Other Revenue	2,251,985	328,596	328,596	534,090	534,090	585.34%
Interest Earnings	1,733,673	1,415,421	1,415,421	2,039,550	2,039,550	22.48%
	<u>57,787,502</u>	<u>54,926,202</u>	<u>54,926,202</u>	<u>60,251,695</u>	<u>60,251,695</u>	<u>5.21%</u>
Expenses from Ordinary Activities						
Employee Costs	(16,679,104)	(17,331,302)	(17,292,405)	(26,413,101)	(26,322,721)	-3.76%
Materials & Contracts	(7,832,067)	(10,178,818)	(10,222,256)	(15,120,925)	(15,183,305)	-23.06%
Utilities (Gas, Electricity, Water etc)	(1,454,351)	(1,547,396)	(1,547,396)	(2,321,370)	(2,321,370)	-6.01%
Depreciation on non current assets	(9,949,433)	(9,761,600)	(9,761,600)	(14,636,430)	(14,636,430)	1.92%
Insurance Expenses	(663,483)	(736,624)	(736,624)	(737,370)	(737,370)	-9.93%
Other Expenditure	(1,706,456)	(1,902,406)	(1,891,156)	(3,028,622)	(3,011,622)	-10.30%
Allocations	1,089,757	1,302,140	1,302,140	1,899,950	1,899,950	-16.31%
	<u>(37,195,137)</u>	<u>(40,156,006)</u>	<u>(40,149,297)</u>	<u>(60,357,868)</u>	<u>(60,312,868)</u>	<u>-7.36%</u>
Borrowings Cost Expense						
Interest Expenses	(680,845)	(691,046)	(691,046)	(1,340,955)	(1,340,955)	-1.48%
	<u>(680,845)</u>	<u>(691,046)</u>	<u>(691,046)</u>	<u>(1,340,955)</u>	<u>(1,340,955)</u>	<u>-1.48%</u>
Non-Operating Grants, Subsidies and Contributions	4,854,414	4,720,347	4,720,347	37,451,666	37,417,983	2.84%
Profit on Asset Disposals	12,876	11,207	11,207	16,007	16,007	14.89%
Loss on Asset Disposals	(85,066)	(62,016)	(62,016)	(68,867)	(68,867)	37.17%
	<u>4,782,224</u>	<u>4,669,538</u>	<u>4,669,538</u>	<u>37,398,806</u>	<u>37,365,123</u>	<u>2.41%</u>
Net Result	<u>24,693,744</u>	<u>18,748,688</u>	<u>18,755,397</u>	<u>35,951,678</u>	<u>35,962,995</u>	<u>31.66%</u>
Adjustments for Non-cash Revenue & Expenditure						
Depreciation	9,949,433	9,761,600	9,761,600	14,636,430	14,636,430	
Donated Assets	0	0	0	(13,124,650)	(13,124,650)	
(Profit)/Loss on Sale of Assets	72,190	50,809	50,809	52,860	52,860	
Allocations & Other Adjustments	(48,270)	0	0	0	0	
Deferred Pensioner Movements	(15,907)	0	0	0	0	
Recording of Employee Entitlements (Provisions)	(126,751)	(126,751)	(126,751)	(253,479)	(253,479)	
Deposit & Bonds Movements (cash backed)	(891)	0	0	0	0	
Capital Revenue & (Expenditure)						
Land & Buildings	(1,929,317)	(12,337,880)	(12,288,148)	(29,548,202)	(29,324,470)	-84.36%
Plant & Equipment	(1,177,576)	(1,998,664)	(1,998,664)	(2,514,500)	(2,514,500)	-41.08%
Furniture & Equipment	(299,622)	(392,822)	(392,822)	(2,229,834)	(2,229,834)	-23.73%
Infrastructure	(11,548,717)	(16,472,594)	(16,483,304)	(69,867,195)	(69,887,195)	-29.89%
Proceeds from Sale of Assets	319,780	482,400	482,400	592,200	592,200	-33.71%
Proceeds from New Loans	850,000	850,000	850,000	850,000	850,000	0.00%
Self Supporting Loans - Repayment of Principal	36,690	36,690	36,690	74,508	74,508	0.00%
Total Loan Repayments - Principal	(886,326)	(886,326)	(886,326)	(1,823,986)	(1,823,986)	0.00%
Transfer to Restricted Assets	(1,864,328)	(1,205,656)	(1,205,656)	(1,808,490)	(1,808,490)	54.63%
Transfer from Restricted Assets	440,442	1,500,000	1,500,000	53,267,805	53,267,805	-70.64%
Transfer to Reserves	(5,945,504)	(5,804,461)	(5,804,461)	(9,483,842)	(9,483,842)	2.43%
Transfer from Reserves	1,180,797	5,775,692	5,775,692	24,472,157	24,257,108	-79.56%
Opening Funds Surplus/ (Deficit)	756,540	756,540	756,540	756,540	756,540	
Net Current Position - Surplus / (Deficit)	<u>14,456,406</u>	<u>(1,262,735)</u>	<u>(1,217,004)</u>	<u>0</u>	<u>0</u>	

City of Busselton**Net Current Position****For The Period Ending 29 February 2016**

	2015/16 Actual	2015/16 Amended Budget	2015/16 Original Budget	2014/15 Actual
	\$	\$	\$	\$
<u>NET CURRENT ASSETS</u>				
<u>CURRENT ASSETS</u>				
Cash - Unrestricted	8,114,348	927,925	927,925	6,323,599
Cash - Restricted	119,476,427	46,833,504	47,048,553	113,281,134
Sundry Debtors	667,705	1,200,000	1,200,000	1,814,961
Rates Outstanding - General	7,737,757	700,000	700,000	445,904
Stock on Hand	16,543	20,270	20,270	20,270
	<u>136,012,780</u>	<u>49,681,699</u>	<u>49,896,748</u>	<u>121,885,868</u>
<u>LESS: CURRENT LIABILITIES</u>				
Bank Overdraft	0	0	0	0
Sundry Creditors	2,079,947	2,848,195	2,848,195	7,848,194
Performance Bonds	2,031,108	2,031,999	2,031,999	2,031,999
	<u>4,111,055</u>	<u>4,880,194</u>	<u>4,880,194</u>	<u>9,880,193</u>
Current Position (inclusive of Restricted Funds)	131,901,725	44,801,505	45,016,554	112,005,675
Add: Cash Backed Liabilities (Deposits & Bonds)	2,031,108	2,031,999	2,031,999	2,031,999
Less: Cash - Restricted Funds	(119,476,427)	(46,833,504)	(47,048,553)	(113,281,134)
<u>NET CURRENT ASSET POSITION</u>	<u>14,456,406</u>	<u>0</u>	<u>0</u>	<u>756,540</u>

City of BusseltonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 29 February 2016

Description	2015/16 Actual	2015/16 Amended Budget YTD	2015/16 Original Budget YTD	2015/16 Amended Budget	2015/16 Original Budget	2015/16 Budget YTD Variance
	\$	\$	\$	\$	\$	%
>> Property, Plant & Equipment						
Land						
10610 Property Services Administration	0	50,000	50,000	100,000	100,000	-100.00%
11156 Airport Development	0	880,000	880,000	2,650,000	2,650,000	-100.00%
81519 Lot 40 Vasse Highway	555,000	560,000	560,000	560,000	560,000	-0.89%
	555,000	1,490,000	1,490,000	3,310,000	3,310,000	-62.75%
Buildings						
Major Projects						
Major Project - Busselton Foreshore						
89570 Foreshore East-Youth Precinct Community Youth Building/SLSC	414	1,933,328	1,933,328	2,900,000	2,900,000	-99.98%
89583 Railway House	168,269	1,333,336	1,333,336	2,000,000	2,000,000	-87.38%
89593 Multi-Purpose Community Sporting Clubhouse	0	542,312	542,312	813,470	813,470	-100.00%
89597 Steel Frame Shed (Jetty Train)	22,769	0	0	0	0	0.00%
	191,452	3,808,976	3,808,976	5,713,470	5,713,470	-94.97%
Major Project - Administration Building						
89010 Civic and Administration Centre	412,467	6,000,000	6,000,000	9,000,000	9,000,000	-93.13%
89011 Civic and Administration Centre Relocation Expenses	345,023	120,000	120,000	180,000	180,000	187.52%
	757,490	6,120,000	6,120,000	9,180,000	9,180,000	-87.62%
Buildings (Other)						
89300 Aged Housing Capital Improvements - Winderup	38,164	34,200	34,200	68,400	68,400	11.59%
89301 Aged Housing Capital Improvements - Harris Road	21,808	20,300	20,300	40,600	40,600	7.43%
89403 Dunsborough Tip - Buildings	214	0	0	20,000	20,000	0.00%
89513 GLC Sports Stadium Floor	1,396	40,000	40,000	60,000	60,000	-96.51%
89514 GLC Changeroom Refurbishment	1,236	80,998	66,664	114,334	100,000	-98.47%
89528 GLC - Plant Room	7,870	8,000	8,000	12,000	12,000	-1.62%
89529 GLC - Pool Entry Doors	5,133	4,000	4,000	6,000	6,000	28.33%
89534 Community Resource Centre	361	14,000	0	21,000	0	-97.42%
89549 Dunsborough Oval Change Rooms Upgrade	6,332	5,336	5,336	8,000	8,000	18.66%
89551 Old Butter Factory Building Upgrade	372	0	0	159,000	0	0.00%
89554 GLC Extensions	24,965	18,734	13,336	25,398	20,000	33.26%
89591 Performing Arts Centre	0	50,000	50,000	100,000	100,000	-100.00%
89592 Vasse Newtown Hall	0	0	14,000	0	21,000	0.00%
89594 Vasse Community Recreation Precinct - Changerooms & Toilet	1,363	0	0	250,000	250,000	0.00%
89595 GLC Extensions - New Entry Door	5,000	15,000	0	15,000	0	-66.67%
89596 GLC Building Improvements	2,636	15,000	0	30,000	0	-82.42%
89715 Airport Terminal Stage 1B	8,872	200,000	200,000	490,000	490,000	-95.56%
89716 Airport Terminal Stage 2	8,872	0	0	9,450,000	9,450,000	0.00%
89802 Kook Caravan Park Ablutions Refurbishment	780	70,000	70,000	105,000	105,000	-98.89%
89804 Kook Park Home	0	53,336	53,336	80,000	80,000	-100.00%
89902 Lot 40 Vasse Highway Dwelling	290,000	290,000	290,000	290,000	290,000	0.00%
	425,375	918,904	869,172	11,344,732	11,121,000	-53.71%
Total Buildings	1,374,317	10,847,880	10,798,148	26,238,202	26,014,470	-87.33%
Plant & Equipment						
10250 Information Technology	37,196	39,000	39,000	39,000	39,000	-4.63%
10380 Busselton Library	27,128	35,000	35,000	35,000	35,000	-22.49%
10530 Community Services Administration	37,455	40,000	40,000	40,000	40,000	-6.36%
10591 Geopraphe Leisure Centre	5,538	0	0	0	0	0.00%
10630 Property and Business Development	31,434	35,000	35,000	35,000	35,000	-10.19%
10820 Strategic Planning	35,631	40,000	40,000	40,000	40,000	-10.92%
10910 Building Services	0	35,000	35,000	35,000	35,000	-100.00%
10920 Environmental Health Services Administration	37,660	40,000	40,000	40,000	40,000	-5.85%
10922 Preventative Services - Mosquitoes	0	2,200	2,200	3,300	3,300	-100.00%
10980 Other Law, Order & Public Safety	47,308	100,000	100,000	100,000	100,000	-52.69%
11000 Engineering & Works Services Support	54,376	50,000	50,000	50,000	50,000	8.75%
11101 Engineering Services Administration	34,911	35,000	35,000	35,000	35,000	-0.26%
11107 Engineering Services Design	32,041	35,000	35,000	35,000	35,000	-8.45%
11151 Airport Operations	35,156	55,000	55,000	55,000	55,000	-36.08%
11156 Airport Development	0	40,000	40,000	40,000	40,000	-100.00%
11160 Busselton Jetty	31,132	1,000	1,000	31,000	31,000	3013.18%
11401 Transport - Workshop	0	5,000	5,000	5,000	5,000	-100.00%
11402 Plant Purchases (P10)	388,207	630,000	630,000	630,000	630,000	-38.38%
11403 Plant Purchases (P11)	218,756	290,000	290,000	567,000	567,000	-24.57%

City of BusseltonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 29 February 2016

Description	2015/16 Actual	2015/16 Amended Budget YTD	2015/16 Original Budget YTD	2015/16 Amended Budget	2015/16 Original Budget	2015/16 Budget YTD Variance
11404 Plant Purchases (P12)	52,534	380,000	380,000	587,000	587,000	-86.18%
11500 Operations Services Administration	71,117	110,000	110,000	110,000	110,000	-35.35%
B1029 Busselton Branch SES	0	1,464	1,464	2,200	2,200	-100.00%
	1,177,576	1,998,664	1,998,664	2,514,500	2,514,500	-41.08%
Furniture & Office Equipment						
10250 Information Technology	157,227	222,000	222,000	333,000	333,000	-29.18%
10380 Busselton Library	12,293	24,800	24,800	24,800	24,800	-50.43%
10590 Naturaliste Community Centre	0	8,000	8,000	10,000	10,000	-100.00%
10591 Geographie Leisure Centre	5,065	32,540	32,540	42,540	42,540	-84.44%
10616 Winderup Villas Aged Housing	2,590	3,000	3,000	6,000	6,000	-13.68%
10617 Harris Road Aged Housing	737	2,000	2,000	4,000	4,000	-63.18%
10618 Winderup Court Aged Housing	1,518	2,500	2,500	2,500	2,500	-39.30%
10625 Art Geo Administration	10,000	10,000	10,000	10,000	10,000	0.00%
10900 Cultural Planning	78,385	54,046	54,046	108,094	108,094	45.03%
10920 Environmental Health Services Administration	0	2,336	2,336	3,500	3,500	-100.00%
11151 Airport Operations	21,770	0	0	0	0	0.00%
11156 Airport Development	6,919	20,000	20,000	1,668,000	1,668,000	-65.41%
11170 Meelup Regional Park	1,486	0	0	0	0	0.00%
B1029 Busselton Branch SES	1,635	1,600	1,600	2,400	2,400	2.22%
G0031 Dunsborough Waste Facility	0	10,000	10,000	15,000	15,000	-100.00%
	299,622	392,822	392,822	2,229,834	2,229,834	-23.73%
Sub-Total Property, Plant & Equipment	3,406,515	14,729,366	14,679,634	34,292,536	34,068,804	-76.87%
>> Infrastructure						
Major Project - Busselton Foreshore						
C0038 Car Park - Provisionals	0	13,336	13,336	20,000	20,000	-100.00%
C3064 Foreshore East - Coastal Defences (Jetty to Geo. Bay Rd)	902,654	923,387	923,387	923,387	923,387	-2.25%
C3098 Active Playing Fields - Barnard Park (Eastern Section)	11,557	0	0	0	0	0.00%
C3103 Foreshore East Youth Precinct (Skate Park & Adv.Playground)	1,148,631	818,080	818,080	1,227,126	1,227,126	40.41%
C3107 Foreshore East - Foreshore Promenade (Jetty to Geo. Bay Rd)	1,102,242	926,120	926,120	1,389,170	1,389,170	19.02%
C3132 Busselton Foreshore - Provision of Services & Auxiliary Work	0	1,053,336	1,053,336	1,580,000	1,580,000	-100.00%
C3133 Foreshore Ancillary Works	88,358	333,336	333,336	500,000	500,000	-73.49%
C3140 Foreshore Water Supply and Services	392,225	246,664	246,664	370,000	370,000	59.01%
C3141 Landscape Works Foreshore Parade and Jetty Way	50,331	33,336	33,336	50,000	50,000	50.98%
C3142 Nautical Lady - Landscaping	80,794	53,760	53,760	80,635	80,635	50.29%
F0064 Footpath Construction - Jetty Way	20,000	13,336	13,336	20,000	20,000	49.97%
F0065 Footpath Construction - Foreshore Parade	26,370	20,000	20,000	30,000	30,000	31.85%
W0131 Foreshore East - Foreshore Parade & Ancillary Council Works	576,677	503,336	503,336	755,000	755,000	14.57%
W0171 Jetty Way Construction	37,686	63,336	63,336	95,000	95,000	-40.50%
	4,437,524	5,001,363	5,001,363	7,040,318	7,040,318	-11.27%
Busselton Jetty						
C3500 Busselton Jetty Refurbishment	826,782	1,200,000	1,200,000	1,200,000	1,200,000	-31.10%
	826,782	1,200,000	1,200,000	1,200,000	1,200,000	-31.10%
Footpaths Construction						
F0018 Marine Terrace	93,303	0	0	96,000	96,000	0.00%
F0020 Thomas Street	7,193	8,876	8,876	8,876	8,876	-18.96%
F0041 Recreation Lane Footpath (Connecting to Clydebank Ave)	500	45,000	45,000	45,000	45,000	-98.89%
F0058 Amberley Loop PAW - Dunsborough	0	10,000	10,000	10,000	10,000	-100.00%
F0059 Brown Street Footpaths	33,831	0	0	153,000	153,000	0.00%
F0060 Elmore Road - Dunsborough	8,091	10,000	10,000	10,000	10,000	-19.09%
F0061 Layman Road Footpath Renewal	0	0	0	35,000	35,000	0.00%
F0062 Prince Regent Footpath Renewal	20,057	22,000	22,000	22,000	22,000	-8.83%
F0063 Yallingup Footpath	374	70,000	70,000	70,000	70,000	-99.47%
	163,350	165,876	165,876	449,876	449,876	-1.52%
Drainage Construction - Street						
D0009 Busselton LIA - Geocatch Drain Partnership	0	0	0	30,000	30,000	0.00%
D0010 Dunsborough / Busselton Drainage Upgrades	13,742	69,760	69,760	104,640	104,640	-80.30%
D0014 Yale Close, Abbey Drainage Upgrade	197	20,000	20,000	20,000	20,000	-99.02%
	13,939	89,760	89,760	154,640	154,640	-84.47%
Car Parking Construction						
C0027 Meelup Beach Parking Upgrade	239,767	128,652	128,652	279,652	279,652	86.37%

City of Busselton**Capital Acquisition Report****Property, Plant & Equipment, Infrastructure****For the Period Ended 29 February 2016**

Description	2015/16 Actual	2015/16 Amended Budget YTD	2015/16 Original Budget YTD	2015/16 Amended Budget	2015/16 Original Budget	2015/16 Budget YTD Variance
C0031 Reserve 41445 Reseal (Coles)	15,559	17,024	17,024	17,024	17,024	-8.60%
C0035 Churchill Park Hardstand Area (Parking)	2,971	0	0	130,000	130,000	0.00%
C0036 Lou Weston / King St Foreshore Car Parking	390	0	0	101,000	101,000	0.00%
C0037 Vasse Community & Recreation Precinct- Car Parking Stage 1	123,920	0	0	220,000	220,000	0.00%
	382,606	145,676	145,676	747,676	747,676	162.64%
Bridges Construction						
A0010 Queen Street Bridge 0240A	0	0	0	288,000	288,000	0.00%
A0015 Metricup Road Bridge - 3354	118,000	608,000	608,000	1,089,000	1,089,000	-80.59%
A0017 Tuart Drive Bridge (0239A)	284,679	215,000	215,000	645,000	645,000	32.41%
A0019 Chambers Road Bridge - 3372A	2,758	16,770	16,770	16,770	16,770	-83.56%
A0020 Ludlow Hithergreen Road Bridge - 3464	0	53,000	53,000	159,000	159,000	-100.00%
	405,436	892,770	892,770	2,197,770	2,197,770	-54.59%
Cycleways Construction						
F1008 Busselton Bypass - Strelly Street to Clydebank Avenue	23,325	0	0	245,000	245,000	0.00%
F1014 Busselton Bypass - Fairway to Kangaroo Gully	28,316	355,176	355,176	600,000	600,000	-92.03%
F1016 Rails to Trails - Bypass (Kangaroo Gully - Glenview)	197	0	0	56,000	56,000	0.00%
	51,838	355,176	355,176	901,000	901,000	-85.40%
Townscape Construction						
C1024 Dunsborough Road Access Improvements Stage 1	609,538	120,751	120,751	483,000	483,000	404.79%
C1025 Kent Street	10,993	41,264	41,264	162,000	162,000	-73.36%
	620,531	162,015	162,015	645,000	645,000	283.01%
Boat Ramps Construction						
C1503 Quindalup Sea Rescue Boat Ramp	8,915	60,000	60,000	120,000	120,000	-85.14%
	8,915	60,000	60,000	120,000	120,000	-85.14%
Beach Restoration						
C2512 Sand Re-Nourishment	20,332	0	0	100,000	100,000	0.00%
C2513 Locke Estate - Design and Construction of Coastal Works	0	0	0	20,572	20,572	0.00%
C2520 Coastal Protection Works	0	12,500	12,500	25,000	25,000	-100.00%
C2521 Coastal Protection Structures Renewal	31,569	60,000	60,000	140,000	140,000	-47.39%
	51,901	72,500	72,500	285,572	285,572	-28.41%
Parks, Gardens & Reserves						
C3007 Park Furniture Replacement - Replace aged & unsafe Equip	16,217	20,672	20,672	31,000	31,000	-21.55%
C3014 Meelup Park - Fire Access Trail	18,554	13,336	13,336	20,000	20,000	39.13%
C3046 Dunsborough - BMX / Skatebowl	0	23,336	23,336	35,000	35,000	-100.00%
C3084 Lou Weston Bore Replacement & Irrigation Upgrade	0	40,000	40,000	60,000	60,000	-100.00%
C3096 Yallingup Park - Upgrades	174,474	188,664	188,664	283,000	283,000	-7.52%
C3110 Dunsborough Lions Park	178,692	193,336	193,336	290,010	290,010	-7.57%
C3122 Rails to Trails	15,252	37,946	37,946	37,946	37,946	-59.81%
C3123 Geographe Leisure Centre - Landscaping	0	0	15,000	0	30,000	0.00%
C3124 Rails-to-Trails Interpretation (Vasse Trailhead stage)	10,580	19,705	19,705	19,705	19,705	-46.31%
C3127 Whale Viewing Platform - Point Picquet	0	16,664	16,664	25,000	25,000	-100.00%
C3128 Rotary Park Playground Fencing	20,000	13,336	13,336	20,000	20,000	49.97%
C3129 Cherry Hills Circle Water Meter	20,551	10,000	10,000	15,000	15,000	105.51%
C3130 Vasse Birchfields Bore	0	20,000	20,000	30,000	30,000	-100.00%
C3131 Elijah Circle POS, Lot 1000 Landscaping	0	26,664	26,664	40,000	40,000	-100.00%
C3134 Vasse Community & Recreation Precinct - AFL Oval Stage 1	4,853	1,085,000	1,085,000	1,085,000	1,085,000	-99.55%
C3135 Busselton Foreshore - Minor Landscaping Works	58,469	60,000	60,000	60,000	60,000	-2.55%
C3136 Newtown Oval - Minor Upgrade of Existing Oval	2,003	20,000	20,000	20,000	20,000	-89.98%
C3138 Foreshore West Landscaping - Gale St to High St	0	0	0	108,000	108,000	0.00%
C3139 Foreshore - Barnard Park Cricket Practice Wickets	6,941	7,650	7,650	7,650	7,650	-9.27%
	526,586	1,796,309	1,811,309	2,187,311	2,217,311	-70.69%
Cemetery Capital Works						
C1609 Pioneer Cemetery - Implement Conservation Plan	1,050	13,336	13,336	20,000	20,000	-92.13%
	1,050	13,336	13,336	20,000	20,000	-92.13%

City of BusseltonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 29 February 2016

Description	2015/16 Actual	2015/16 Amended Budget YTD	2015/16 Original Budget YTD	2015/16 Amended Budget	2015/16 Original Budget	2015/16 Budget YTD Variance
Beach Front Infrastructure Works						
C1753 Eagle Bay Viewing Platform	0	23,000	23,000	23,000	23,000	-100.00%
C1756 Busselton Shark Net	96,009	62,224	62,224	93,335	93,335	54.30%
	96,009	85,224	85,224	116,335	116,335	12.66%
Aged Housing - Infrastructure Works						
C3451 Aged Housing Infrastructure - Fencing (Upgrade)	0	18,500	18,500	37,000	37,000	-100.00%
	0	18,500	18,500	37,000	37,000	-100.00%
Sanitation Infrastructure						
C3479 New Cell Development	689,052	1,500,000	1,500,000	3,000,000	3,000,000	-54.06%
C3481 Transfer Station Development	85,917	650,000	650,000	1,300,000	1,300,000	-86.78%
C3483 Road Sealing	85,665	90,000	90,000	180,000	180,000	-4.82%
C3485 Site Rehabilitation - Busselton	33,249	0	0	1,485,000	1,485,000	0.00%
	893,884	2,240,000	2,240,000	5,965,000	5,965,000	-60.09%
Airport Development						
C6089 Airport Construction Stage 1B, External Services	7,892	160,000	160,000	425,000	425,000	-95.07%
C6090 Parks & Gardens Airport Stage 2	8,864	0	0	980,000	980,000	0.00%
C6091 Airport Construction Stage 2, Noise Management Plan	8,872	0	0	980,000	980,000	0.00%
C6092 Airport Construction Stage 2, Airfield	8,872	0	0	25,850,000	25,850,000	0.00%
C6093 Airport Construction Stage 2, Car Park & Access Roads	8,872	0	0	6,700,000	6,700,000	0.00%
C6094 Airport Construction Stage 2, Jet Fuel	8,872	0	0	465,000	465,000	0.00%
C6095 Airport Construction Stage 2, External Services	14,746	0	0	4,100,000	4,100,000	0.00%
C6096 Airport Construction Stage 1B, Car Park & Access Roads	8,872	114,000	114,000	343,000	343,000	-92.22%
C6097 Airport Construction Stage 1B, Jet Fuel	8,872	229,000	229,000	687,000	687,000	-96.13%
C6098 Airport Construction Stage 1B, External Works	9,852	20,000	20,000	57,000	57,000	-50.74%
C6099 Airport Development - Project Expenses	356,616	677,085	672,795	1,058,094	1,048,094	-47.33%
	451,202	1,200,085	1,195,795	41,645,094	41,635,094	-62.40%
Main Roads						
S0007 Puzey Road - Second Coat Seal	26,019	27,400	27,400	27,400	27,400	-5.04%
S0018 Banks Avenue Dunsborough	21,003	29,000	29,000	29,000	29,000	-27.58%
S0019 Big Rock Place	33,419	30,240	30,240	30,240	30,240	10.51%
S0020 Blythe Road	17,123	26,310	26,310	26,310	26,310	-34.92%
S0021 Carter Road	8,865	12,180	12,180	12,180	12,180	-27.22%
S0022 Floodgate Road	6,733	7,720	7,720	7,720	7,720	-12.79%
S0023 Hairpin Road	9,144	7,870	7,870	7,870	7,870	16.19%
S0024 Molloy Street	13,249	18,850	18,850	18,850	18,850	-29.71%
S0025 O'Byrne Road	17,516	16,820	16,820	16,820	16,820	4.14%
S0026 Payne Road	16,585	16,970	16,970	16,970	16,970	-2.27%
S0027 Queen Elizabeth Avenue	17,426	22,800	22,800	22,800	22,800	-23.57%
S0028 Quindalup South Road	27,181	36,340	36,340	36,340	36,340	-25.20%
S0029 Simon Close Broadwater	19,645	21,000	21,000	21,000	21,000	-6.45%
S0030 Vasse Yallingup Siding Road	5,481	10,470	10,470	10,470	10,470	-47.65%
S0035 Strelly Street	41,715	115,664	115,664	190,664	190,664	-63.93%
S0049 Layman Road	142,679	0	0	750,000	750,000	0.00%
S0062 Queen Elizabeth Ave asphalt overlay various sections	40,829	0	0	315,000	315,000	0.00%
S0064 Peel Terrace	24,558	62,426	62,426	112,426	112,426	-60.66%
S0301 Glover Road	90	4,800	4,800	4,800	4,800	-98.13%
S0302 Beachfields Drive	9,532	17,630	17,630	17,630	17,630	-45.93%
	498,790	484,490	484,490	1,674,490	1,674,490	2.95%
Roads to Recovery						
T0004 Chapman Hill Road	38,117	10,038	10,038	40,150	40,150	279.72%
T0016 Puzey Road	8,941	232,150	232,150	1,043,000	1,043,000	-96.15%
T0019 Wonnerup South Road	30,112	35,000	35,000	70,000	70,000	-13.97%
T0026 Kaloorup Road	85,568	43,956	43,956	87,910	87,910	94.67%
T0030 Acton Park Road	42,375	10,353	10,353	41,410	41,410	309.30%
T0056 Whatman Street	303	69,000	69,000	69,000	69,000	-99.56%
T0057 Abbeys Farm Road	51,159	22,326	22,326	44,650	44,650	129.15%
T0058 Boallia Road	38,589	25,194	25,194	37,790	37,790	53.17%
T0059 Canal Rocks Road	58,770	30,380	30,380	60,760	60,760	93.45%
T0060 Greenfields Road	265	11,000	11,000	11,000	11,000	-97.59%
T0061 Jindong Treeton Road	56,049	34,466	34,466	68,930	68,930	62.62%
T0062 Layman Road	30,371	35,000	35,000	35,000	35,000	-13.23%
T0064 Oates Road	37,430	11,363	11,363	45,450	45,450	229.40%
T0065 Simon Street Busselton	38,113	39,000	39,000	39,000	39,000	-2.27%

City of BusseltonCapital Acquisition ReportProperty, Plant & Equipment, InfrastructureFor the Period Ended 29 February 2016

Description	2015/16 Actual	2015/16 Amended Budget YTD	2015/16 Original Budget YTD	2015/16 Amended Budget	2015/16 Original Budget	2015/16 Budget YTD Variance
T0066 Tompsett Road	84,184	57,434	57,434	86,150	86,150	-46.58%
T0067 Tuart Drive	81,311	71,332	71,332	107,000	107,000	13.99%
T0068 Wyadup Road	56,229	27,266	27,266	54,530	54,530	106.22%
T0069 Hadfield Avenue	32,195	14,250	14,250	57,000	57,000	125.93%
T0070 Osprey Drive	228	8,420	8,420	8,420	8,420	-97.30%
T0071 Redgum Way	7,420	11,000	11,000	11,000	11,000	-32.55%
T0072 Bangalo Close	17,226	18,000	18,000	18,000	18,000	-4.30%
	794,954	816,928	816,928	2,036,150	2,036,150	-2.69%
Council Roads Initiative						
W0001 Coley Road	10,328	10,645	10,645	10,645	10,645	-2.97%
W0028 Bus Bays & Shelters	12,238	278,423	278,423	278,423	278,423	-95.60%
W0036 Georgette Street Asphalt Overlay	66,629	56,000	56,000	56,000	56,000	18.98%
W0046 Hurford Street	3,302	40,755	40,755	40,755	40,755	-91.90%
W0080 Bussell Highway	140	31,000	31,000	31,000	31,000	-99.55%
W0097 Gibb Road	42,656	10,628	10,628	42,510	42,510	301.36%
W0116 Adams Road Gravel Resheeting	89,380	107,200	107,200	107,200	107,200	-16.62%
W0134 Banksia Road	60,417	65,700	65,700	65,700	65,700	-8.04%
W0135 Bussell Highway - Norman Road Broadwater Intersection	0	34,000	34,000	34,000	34,000	-100.00%
W0136 DAIP Issues District ACROD Bays, ramps, signs etc	35,476	0	0	55,000	55,000	0.00%
W0137 Edwards Road	23,106	145,920	145,920	145,920	145,920	-84.17%
W0138 Geographe Bay Road (0388) Abbey	47,039	52,000	52,000	52,000	52,000	-9.54%
W0139 Geographe Bay Road (0611) Abbey	42,768	72,000	72,000	72,000	72,000	-40.60%
W0140 Irvine Road	22,616	26,500	26,500	26,500	26,500	-14.66%
W0141 Jasper Road	18,987	19,500	19,500	19,500	19,500	-2.63%
W0142 Morrison Street Busselton	471	103,000	103,000	103,000	103,000	-99.54%
W0143 Price Road	124,793	110,680	110,680	110,680	110,680	12.75%
W0144 Ruabon Road	26,014	29,850	29,850	29,850	29,850	-12.85%
W0145 South Street Busselton	17,329	41,000	41,000	41,000	41,000	-57.73%
W0146 Walburra Siding Road	35,402	40,280	40,280	40,280	40,280	-12.11%
W0147 Edwards Street Busselton	56,586	19,500	19,500	78,000	78,000	190.18%
W0148 Myles Street Busselton	32,308	39,000	39,000	39,000	39,000	-17.16%
W0149 Powell Court Busselton	56,418	60,000	60,000	60,000	60,000	-5.97%
W0150 Roe Terrace Busselton	142	19,000	19,000	19,000	19,000	-99.25%
W0151 Steeple Retreat Busselton	38,237	0	0	84,000	84,000	0.00%
W0152 Clairault Court Dunsborough	11,266	0	0	13,000	13,000	0.00%
W0153 Crosby Close Dunsborough	31,755	0	0	34,000	34,000	0.00%
W0154 Gull Court Dunsborough	24,362	0	0	33,000	33,000	0.00%
W0155 Hannay Lane Dunsborough	8,068	0	0	13,000	13,000	0.00%
W0156 Swallow Cove Dunsborough	12,686	0	0	47,000	47,000	0.00%
W0157 Argyle Place Geographe	17,860	0	0	25,000	25,000	0.00%
W0158 Cleveland Court Geographe	18,731	26,000	26,000	26,000	26,000	-27.96%
W0159 David Drive Geographe	40,333	55,000	55,000	55,000	55,000	-26.67%
W0160 Harrier Cove Geographe	9,679	15,000	15,000	15,000	15,000	-35.48%
W0161 Ibis Court Geographe	21,469	18,000	18,000	18,000	18,000	19.27%
W0162 Kite Court Geographe	14,998	19,000	19,000	19,000	19,000	-21.06%
W0163 Aitken Place West Busselton	25,962	16,500	16,500	33,000	33,000	57.34%
W0164 Glassby Place West Busselton	26,852	21,502	21,502	43,000	43,000	24.88%
W0165 Heron Place West Busselton	13,323	0	0	38,000	38,000	0.00%
W0166 Lilly Crescent West Busselton	86,546	0	0	118,000	118,000	0.00%
W0167 Trident Close West Busselton	14,198	0	0	41,000	41,000	0.00%
W0168 Trojan Close West Busselton	24,172	8,750	8,750	35,000	35,000	176.26%
W0169 Wylie Crescent West Busselton	33,786	35,251	35,251	141,000	141,000	-4.16%
W0170 Boallia Rd /Ambergate Rd Intersection	13,358	10,002	10,002	20,000	20,000	33.55%
W0172 Woodbridge Vale	0	22,000	22,000	22,000	22,000	-100.00%
W0173 Wildwood Road	11,234	13,000	13,000	13,000	13,000	-13.59%
	1,323,419	1,672,586	1,672,586	2,443,963	2,443,963	-20.88%
Sub-Total Infrastructure	11,548,717	16,472,594	16,483,304	69,867,195	69,887,195	-29.89%
Grand Total - Capital Acquisitions	14,955,233	31,201,960	31,162,938	104,159,731	103,955,999	

City of Busselton**Reserves Movement Report****For The Period Ending 29 February 2016**

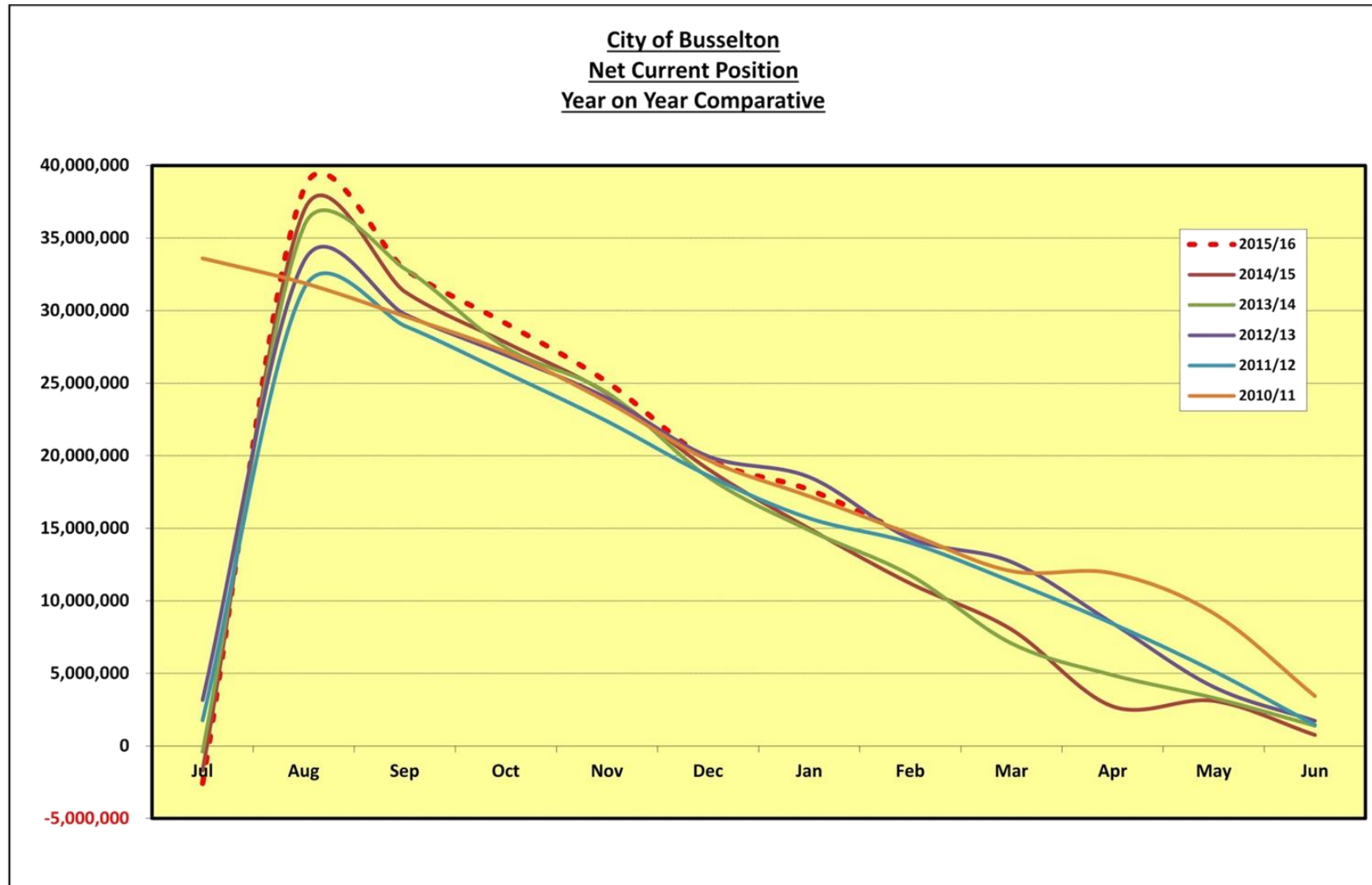
	2015/2016 Actual	2015/2016 Amended Budget YTD	2015/2016 Original Budget YTD	2015/2016 Amended Budget	2015/2016 Original Budget	2014/2015 Actual
	\$	\$	\$	\$	\$	\$
100 Airport Infrastructure Renewal and Replacement Reserve						
Accumulated Reserves at Start of Year	459,285.18	459,285.18	459,285.18	459,285.18	459,285.18	597,302.42
Interest transfer to Reserves	12,993.73	8,992.00	8,992.00	13,488.00	13,488.00	22,698.28
Transfer from Muni	267,824.00	267,824.00	267,824.00	401,740.00	401,740.00	413,178.48
Transfer to Muni	0.00	0.00	0.00	(42,630.00)	(42,630.00)	(573,894.00)
	<u>740,102.91</u>	<u>736,101.18</u>	<u>736,101.18</u>	<u>831,883.18</u>	<u>831,883.18</u>	<u>459,285.18</u>
101 Asset Depreciation Reserve						
Accumulated Reserves at Start of Year	2,546,023.36	2,546,023.36	2,546,023.36	2,546,023.36	2,546,023.36	4,026,326.36
Interest transfer to Reserves	46,370.04	49,848.00	49,848.00	74,772.00	74,772.00	133,322.04
Transfer to Muni	0.00	0.00	0.00	(125,000.00)	(125,000.00)	(1,613,625.04)
	<u>2,592,393.40</u>	<u>2,595,871.36</u>	<u>2,595,871.36</u>	<u>2,495,795.36</u>	<u>2,495,795.36</u>	<u>2,546,023.36</u>
102 Beach Protection Reserve						
Accumulated Reserves at Start of Year	1,494,337.28	1,494,337.28	1,494,337.28	1,494,337.28	1,494,337.28	1,324,758.47
Interest transfer to Reserves	31,381.34	29,256.00	29,256.00	43,884.00	43,884.00	51,113.01
Transfer from Muni	296,000.00	296,000.00	296,000.00	444,000.00	444,000.00	613,433.12
Transfer to Muni	0.00	0.00	0.00	(326,572.00)	(326,572.00)	(494,967.32)
	<u>1,821,718.62</u>	<u>1,819,593.28</u>	<u>1,819,593.28</u>	<u>1,655,649.28</u>	<u>1,655,649.28</u>	<u>1,494,337.28</u>
106 Building Reserve						
Accumulated Reserves at Start of Year	1,409,407.53	1,409,407.53	1,409,407.53	1,409,407.53	1,409,407.53	1,500,202.79
Interest transfer to Reserves	29,328.87	27,592.00	27,592.00	41,388.00	41,388.00	62,778.42
Transfer from Muni	333,336.00	333,336.00	333,336.00	500,000.00	500,000.00	500,000.00
Transfer to Muni	0.00	0.00	0.00	(785,049.00)	(625,000.00)	(653,573.68)
	<u>1,772,072.40</u>	<u>1,770,335.53</u>	<u>1,770,335.53</u>	<u>1,165,746.53</u>	<u>1,325,795.53</u>	<u>1,409,407.53</u>
107 Corporate IT System Programme						
Accumulated Reserves at Start of Year	128,259.45	128,259.45	128,259.45	128,259.45	128,259.45	123,846.27
Interest transfer to Reserves	2,489.77	2,512.00	2,512.00	3,768.00	3,768.00	4,413.18
	<u>130,749.22</u>	<u>130,771.45</u>	<u>130,771.45</u>	<u>132,027.45</u>	<u>132,027.45</u>	<u>128,259.45</u>
110 Jetty Maintenance Reserve						
Accumulated Reserves at Start of Year	2,094,712.96	2,094,712.96	2,094,712.96	2,094,712.96	2,094,712.96	1,464,952.27
Interest transfer to Reserves	48,438.93	41,016.00	41,016.00	61,524.00	61,524.00	52,543.45
Transfer from Muni	356,174.00	361,285.00	361,285.00	1,159,369.00	1,159,369.00	1,153,802.33
Transfer to Muni	0.00	0.00	0.00	(1,582,460.00)	(1,582,460.00)	(576,585.09)
	<u>2,499,325.89</u>	<u>2,497,013.96</u>	<u>2,497,013.96</u>	<u>1,733,145.96</u>	<u>1,733,145.96</u>	<u>2,094,712.96</u>
111 Legal Expenses Reserve						
Accumulated Reserves at Start of Year	309,205.83	309,205.83	309,205.83	309,205.83	309,205.83	249,161.68
Interest transfer to Reserves	6,020.26	6,056.00	6,056.00	9,084.00	9,084.00	10,044.15
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	50,000.00
	<u>315,226.09</u>	<u>315,261.83</u>	<u>315,261.83</u>	<u>318,289.83</u>	<u>318,289.83</u>	<u>309,205.83</u>
112 Long Service Leave Reserve						
Accumulated Reserves at Start of Year	2,204,037.00	2,204,037.00	2,204,037.00	2,204,037.00	2,204,037.00	1,987,579.00
Interest transfer to Reserves	43,949.32	43,152.00	43,152.00	64,728.00	64,728.00	72,612.83
Transfer from Muni	83,336.00	83,336.00	83,336.00	125,000.00	125,000.00	492,840.07
Transfer to Muni	0.00	0.00	0.00	(508,210.00)	(468,210.00)	(348,994.90)
	<u>2,331,322.32</u>	<u>2,330,525.00</u>	<u>2,330,525.00</u>	<u>1,885,555.00</u>	<u>1,925,555.00</u>	<u>2,204,037.00</u>

City of Busselton**Reserves Movement Report****For The Period Ending 29 February 2016**

	2015/2016 Actual	2015/2016 Amended Budget YTD	2015/2016 Original Budget YTD	2015/2016 Amended Budget	2015/2016 Original Budget	2014/2015 Actual
	\$	\$	\$	\$	\$	\$
114 City Car Parking and Access Reserve						
Accumulated Reserves at Start of Year	198,114.86	198,114.86	198,114.86	198,114.86	198,114.86	1,641.14
Interest transfer to Reserves	6,771.18	3,880.00	3,880.00	5,820.00	5,820.00	7,560.96
Transfer from Muni	252,912.00	252,912.00	252,912.00	379,363.00	379,363.00	351,162.00
Transfer to Muni	0.00	0.00	0.00	(162,249.00)	(162,249.00)	(162,249.24)
	<u>457,798.04</u>	<u>454,906.86</u>	<u>454,906.86</u>	<u>421,048.86</u>	<u>421,048.86</u>	<u>198,114.86</u>
115 Plant Replacement Reserve						
Accumulated Reserves at Start of Year	2,425,054.89	2,425,054.89	2,425,054.89	2,425,054.89	2,425,054.89	3,597,284.40
Interest transfer to Reserves	51,869.71	47,480.00	47,480.00	71,220.00	71,220.00	122,315.58
Transfer from Muni	468,224.00	468,224.00	468,224.00	702,330.00	702,330.00	500,000.00
Transfer to Muni	0.00	0.00	0.00	(781,000.00)	(766,000.00)	(1,794,545.09)
	<u>2,945,148.60</u>	<u>2,940,758.89</u>	<u>2,940,758.89</u>	<u>2,417,604.89</u>	<u>2,432,604.89</u>	<u>2,425,054.89</u>
116 Professional Development Reserve						
Accumulated Reserves at Start of Year	74,239.77	74,239.77	74,239.77	74,239.77	74,239.77	111,895.55
Interest transfer to Reserves	1,654.49	1,456.00	1,456.00	2,184.00	2,184.00	4,429.87
Transfer from Muni	40,000.00	40,000.00	40,000.00	60,000.00	60,000.00	40,000.00
Transfer to Muni	0.00	0.00	0.00	(75,000.00)	(75,000.00)	(82,085.65)
	<u>115,894.26</u>	<u>115,695.77</u>	<u>115,695.77</u>	<u>61,423.77</u>	<u>61,423.77</u>	<u>74,239.77</u>
117 Road Asset Renewal Reserve						
Accumulated Reserves at Start of Year	118,257.47	118,257.47	118,257.47	118,257.47	118,257.47	2,435.24
Interest transfer to Reserves	10,099.88	2,312.00	2,312.00	3,468.00	3,468.00	16,180.90
Transfer from Muni	734,528.00	734,528.00	734,528.00	1,101,785.00	1,101,785.00	704,644.00
Transfer to Muni	0.00	0.00	0.00	(1,065,515.00)	(1,065,515.00)	(605,002.67)
	<u>862,885.35</u>	<u>855,097.47</u>	<u>855,097.47</u>	<u>157,995.47</u>	<u>157,995.47</u>	<u>118,257.47</u>
119 Sick Pay Incentive Reserve						
Accumulated Reserves at Start of Year	143,876.51	143,876.51	143,876.51	143,876.51	143,876.51	137,020.46
Interest transfer to Reserves	2,801.43	2,816.00	2,816.00	4,224.00	4,224.00	4,827.25
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	2,028.80
Transfer to Muni	0.00	0.00	0.00	(5,000.00)	(5,000.00)	0.00
	<u>146,677.94</u>	<u>146,692.51</u>	<u>146,692.51</u>	<u>143,100.51</u>	<u>143,100.51</u>	<u>143,876.51</u>
120 Strategic Projects Reserve						
Accumulated Reserves at Start of Year	185,993.80	185,993.80	185,993.80	185,993.80	185,993.80	245,557.51
Interest transfer to Reserves	3,465.37	3,640.00	3,640.00	5,460.00	5,460.00	9,078.29
Transfer from Muni	16,664.00	16,664.00	16,664.00	25,000.00	25,000.00	20,000.00
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(88,642.00)
	<u>206,123.17</u>	<u>206,297.80</u>	<u>206,297.80</u>	<u>216,453.80</u>	<u>216,453.80</u>	<u>185,993.80</u>
121 Waste Management Facility and Plant Reserve						
Accumulated Reserves at Start of Year	8,134,428.23	8,134,428.23	8,134,428.23	8,134,428.23	8,134,428.23	5,824,493.70
Interest transfer to Reserves	182,435.23	159,272.00	159,272.00	238,908.00	238,908.00	255,039.32
Transfer from Muni	1,658,064.00	1,658,064.00	1,658,064.00	2,487,090.00	2,487,090.00	2,654,067.32
Transfer to Muni	0.00	0.00	0.00	(6,555,000.00)	(6,555,000.00)	(599,172.11)
	<u>9,974,927.46</u>	<u>9,951,764.23</u>	<u>9,951,764.23</u>	<u>4,305,426.23</u>	<u>4,305,426.23</u>	<u>8,134,428.23</u>

City of Busselton**Reserves Movement Report****For The Period Ending 29 February 2016**

	2015/2016 Actual	2015/2016 Amended Budget YTD	2015/2016 Original Budget YTD	2015/2016 Amended Budget	2015/2016 Original Budget	2014/2015 Actual
	\$	\$	\$	\$	\$	\$
130 Locke Estate Reserve						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	114,516.21
Interest transfer to Reserves	0.00	0.00	0.00	0.00	0.00	4,405.91
Transfer from Muni	0.00	0.00	0.00	60,000.00	60,000.00	60,000.00
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(178,922.12)
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>60,000.00</u>	<u>60,000.00</u>	<u>0.00</u>
131 Busselton Community Resource Centre						
Accumulated Reserves at Start of Year	63,513.21	63,513.21	63,513.21	63,513.21	63,513.21	36,750.07
Interest transfer to Reserves	1,477.68	1,240.00	1,240.00	1,860.00	1,860.00	1,869.08
Transfer from Muni	16,944.00	16,944.00	16,944.00	25,420.00	25,420.00	24,894.06
	<u>81,934.89</u>	<u>81,697.21</u>	<u>81,697.21</u>	<u>90,793.21</u>	<u>90,793.21</u>	<u>63,513.21</u>
132 CBD Enhancement Reserve						
Accumulated Reserves at Start of Year	14,489.92	14,489.92	14,489.92	14,489.92	14,489.92	0.00
Interest transfer to Reserves	614.14	280.00	280.00	420.00	420.00	285.37
Transfer from Muni	23,200.00	23,200.00	23,200.00	34,800.00	34,800.00	14,204.55
	<u>38,304.06</u>	<u>37,969.92</u>	<u>37,969.92</u>	<u>49,709.92</u>	<u>49,709.92</u>	<u>14,489.92</u>
133 Election, Valuation and Corporate Expenses Reserve						
Accumulated Reserves at Start of Year	35,798.78	35,798.78	35,798.78	35,798.78	35,798.78	0.00
Interest transfer to Reserves	1,749.16	704.00	704.00	1,056.00	1,056.00	798.78
Transfer from Muni	137,336.00	137,336.00	137,336.00	206,000.00	206,000.00	35,000.00
Transfer to Muni	(71,105.20)	(76,000.00)	(76,000.00)	(76,000.00)	(76,000.00)	0.00
	<u>103,778.74</u>	<u>97,838.78</u>	<u>97,838.78</u>	<u>166,854.78</u>	<u>166,854.78</u>	<u>35,798.78</u>
134 Civic and Administration Centre Construction Reserve						
Accumulated Reserves at Start of Year	18,501,923.83	18,501,923.83	18,501,923.83	18,501,923.83	18,501,923.83	0.00
Interest transfer to Reserves	337,333.56	225,000.00	225,000.00	337,500.00	337,500.00	501,923.83
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	18,000,000.00
Transfer to Muni	0.00	(4,590,000.00)	(4,590,000.00)	(9,180,000.00)	(9,180,000.00)	0.00
	<u>18,839,257.39</u>	<u>14,136,923.83</u>	<u>14,136,923.83</u>	<u>9,659,423.83</u>	<u>9,659,423.83</u>	<u>18,501,923.83</u>
Total Cash Back Reserves	<u>53,910,689.48</u>	<u>49,174,751.34</u>	<u>49,174,751.34</u>	<u>34,157,667.34</u>	<u>34,372,716.34</u>	<u>49,145,982.34</u>
Summary Reserves						
9101 Accumulated Reserves at Start of Year	49,145,982.34	49,145,982.34	49,145,982.34	49,145,982.34	49,145,982.34	28,134,985.16
9104 Interest transfer to Reserves	971,154.34	825,000.00	825,000.00	1,237,500.00	1,237,500.00	1,587,270.56
9102 Transfer from Muni	4,974,350.00	4,979,461.00	4,979,461.00	8,246,342.00	8,246,342.00	27,866,503.27
9103 Transfer to Muni	(1,180,797.20)	(5,775,692.00)	(5,775,692.00)	(24,472,157.00)	(24,257,108.00)	(8,442,776.65)
Closing Balance	<u>53,910,689.48</u>	<u>49,174,751.34</u>	<u>49,174,751.34</u>	<u>34,157,667.34</u>	<u>34,372,716.34</u>	<u>49,145,982.34</u>



6.4 ANNUAL BUDGET REVIEW - PERIOD ENDING 29 FEBRUARY 2016

SUBJECT INDEX:	Budget Planning and Reporting
STRATEGIC OBJECTIVE:	An organisation that is managed effectively and achieves positive outcomes for the community.
BUSINESS UNIT:	Finance and Information Technology
ACTIVITY UNIT:	Financial Services
REPORTING OFFICER:	Financial Accountant - Ehab Gowegati
AUTHORISING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
VOTING REQUIREMENT:	Absolute Majority
ATTACHMENTS:	Nil

PRÉCIS

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

This report, based on the City's financial performance for the period ending 29 February 2016, has been compiled to fulfil the statutory reporting requirements of the Local Government Act and associated Regulations in respect of the annual budget review process.

In order to meet regulatory requirements the annual budget review is to be submitted to the Council by **30 April 2016**

BACKGROUND

The requirement for a local government to carry out an annual budget review is prescribed via Regulation 33A of the Local Government (Financial Management) Regulations (the 'Regulations'). A copy of the review, including the Council's determination in respect of the review, is to be provided to the Department of Local Government and Communities within 30 days of the date of the applicable Council Resolution. The Regulations require that the budget review must:

- (a) consider the local government's financial performance in the period beginning on 01 July and ending no earlier than 31 December in that financial year; and
- (b) consider the local government's financial position as at the date of the review; and
- (c) review the outcomes for the end of the financial year that are forecast in the budget.

Essentially, the purpose of an annual budget review is to ensure that a local government conducts a review of its financial performance at an appropriate time in the financial year such that any significant budget variances can be identified and remedial action instigated as necessary; prior to financial year end.

STATUTORY ENVIRONMENT

Regulation 33A of the Local Government (Financial Management) Regulations details the requirement for a formal budget review to be completed annually.

RELEVANT PLANS AND POLICIES

Not applicable.

FINANCIAL IMPLICATIONS

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

Long-term Financial Plan Implications

The primary purpose of this report is to review the City's current and projected financial performance for the financial year ending 30 June 2016. Whilst there is limited direct consideration of long term financial plan implications within the report, the City's current year financial performance will nonetheless assist in informing the development of next year's long term financial plan.

STRATEGIC COMMUNITY OBJECTIVES

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

RISK ASSESSMENT

Risk assessments have been previously completed in relation to a number of 'higher level' financial matters, including timely and accurate financial reporting to enable the Council to make fully informed financial decisions. The completion of an annual budget review is a treatment/ control that will assist in addressing this risk.

CONSULTATION

Not applicable.

OFFICER COMMENT

The Annual Budget Review has been compiled, as in previous years, based on the 'Nature and Type' reporting structure to maintain consistency with monthly Financial Activity Statement reporting. The review has concluded that the City's financial performance to 29 February 2016 is satisfactory. Furthermore, as no net overall material adverse variance has been projected as part of the review, specific remedial actions are not required to be implemented.

Notwithstanding this, the report has identified a number of year to date favourable and adverse variances and projects variances will remain evident as at 30 June 2016. In many instances, the variances relate to items that are fully offset and, as such, will not be expected to directly impact on the overall budget performance at financial year end. These matters are discussed within the body of this report, with the following Executive Summary providing a synopsis of those areas projected to potentially impact on the City's overall net budget performance at financial year end.

Executive Summary

Operating Revenue

- Rates revenue is projected to exceed the annual budget estimates by up to +\$50k;
- Operating grants, subsidies and contributions is projected to be largely in line with the annual budget estimates;
- Fees and charges is projected to exceed the annual budget estimates by up to +\$120k;
- Other revenue is projected to be less than the annual budget estimates by up to -\$50k;
- Interest earnings revenue is projected to be less than the annual budget estimates by up to -\$100k;
- Non-operating grants, subsidies and contributions is projected to be cost neutral due to fact that should grants be not received, then the subsequent expenditure will not be incurred.

In summary, net operating revenue is projected to be materially in line with the annual budget estimates.

Operating Expenditure

- Employee Costs is projected to have a slight favourable variance to the annual budget estimates;
- Materials and Contracts will be underspent on the whole however this will not affect the end of year position as material variances within this category will be transferred to equity in accordance with operational practice, with the exception of fuel which is projected to be less than the annual budget estimates by up to -\$200k;
- Utilities (gas, electricity, water etc.) is projected to be less than the annual budget estimates by up to -\$90k;
- Insurance Expenses is projected to be less than the annual budget estimates by up to -\$60k;
- Other Expenditure is projected to have a nominal variance and come in materially in line with the annual budget estimates;
- Interest Expenses is projected to be less than the annual budget estimates by up to -\$10k.

In summary, net operating expenditure is projected to be slightly lower than the annual budget estimates with a projected favourable variance of approximately \$360k.

Capital Revenue

- There is material capital revenue variances estimated as at 30 June 2016, however these are either due to timing issues or are attributable to fully funded projects and therefore will not impact on end of year position.

Capital Expenditure

- There is material capital expenditure variances estimated as at 30 June 2016, however these are either due to timing issues or are attributable to fully funded projects and therefore will not impact on end of year position.

The aforementioned estimation is predicated on numerous assumptions and is also exclusive of any potential/identified carry over items. Carry over items will ultimately form part of the end of year position, but will be allocated as part of the 2016/17 budget. The projected closing surplus position may also be impacted by any extraordinary items that may arise during the remainder of the financial year.

The Executive Summary only highlights variances that are projected to have a material net impact on the City's financial performance as at financial year end. There are numerous other variances estimated as at 30 June 2016, however in most instances, there will be offsetting variances to negate any net budget impact. This includes expenditures (both operating and capital) funded from reserves, grants, contributions, or borrowings. It is nonetheless considered appropriate that the Council is provided with an overview of the projected annual budget performance in all relevant

income and expenditure activities. Accordingly, the following sections of this report provides a more detailed summary of financial performance against each of the operating revenue and expenditure categories (by nature and type), and also the capital revenue and expenditure categories (by classification/ description).

OPERATING REVENUE

As at 29 February 2016, there is a variance of approximately +\$3m (or +5%) in respect of total operating revenue activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Rates	38,992,419	38,783,970	38,998,079	+208,449	+0.54%
Operating Grants, Subsidies and Contributions	2,655,100	2,344,825	3,580,496	+310,275	+13.23%
Fees and Charges	12,154,325	12,053,390	15,099,480	+100,935	+0.84%
Other Revenue	2,251,985	328,596	534,090	+1,923,389	+585.34%
Interest Earnings	1,733,673	1,415,421	2,039,550	+318,252	+22.48%
Non-operating Grants, Subsidies and Contributions	4,854,414	4,720,347	37,451,666	+134,067	+2.84%
Profit on Asset Disposals	12,876	11,207	16,007	+1,669	+14.89%
TOTAL	62,654,792	59,657,756	97,719,368	+2,997,036	+5.02%

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

Rates (YTD variance: +\$208K)

The current favourable variance is primarily attributable to interim rating, predominantly in the improved residential and commercial rating zone. As at the end of February, the year to date actual is only below the annual budget allocation by \$5k.

Historically, net rates revenue tends to level off towards the end of the financial year, as overpayments and other refunds are processed. However, it is estimated that further valuation schedules will be received prior to financial year end, resulting in a net increase in the current financial year's interim rates revenue. Whilst the financial impact of the new valuations is unable to be accurately determined at this stage, it is anticipated that this could be in the vicinity of \$50k.

For the purpose of this review, it is therefore estimated that Rates revenue will exceed annual budget estimates by up to +\$50k as at financial year end.

Operating Grants, Subsidies and Contributions (YTD variance: +\$310K)

The current variance is primarily attributable to timing differences in the receipt of operating grants, subsidies and contributions +\$92k, coupled with the receipt of additional and/or unbudgeted reimbursements +\$218k.

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

With regards to reimbursements, current favourable variances include the reimbursement of Fire Prevention costs, workers compensation and insurance related matters. Whilst primarily reimbursing expenditures already incurred, the fire prevention reimbursement does include an unbudgeted amount of approximately \$66k that relates to last year's final reconciliation, which will contribute to the closing surplus/deficit position. Current adverse variances in reimbursements include legal expenses associated with rates administration, and the reimbursement of workers compensation costs relating to previous claims years -\$40k.

For the purposes of this budget review, the fire prevention reimbursement of \$66k represents revenue that will assist in the determination of the closing surplus/deficit position as at 30 June 2016. However it is unknown at this stage if the insurance recovery will occur, therefore this may negate any expected surplus. Consequently, performance in this activity is unlikely to have a material net impact of the closing surplus/deficit position.

Fees and Charges (YTD variance: +\$101K)

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

Description	YTD Variance \$	YTD Variance %
Building Fees	(39,018)	-7.64%
Health Fees	(43,777)	-17.73%
Planning Fees Statutory	155,288	44.92%
Planning Fees Strategic	(38,431)	-57.64%
Rangers Fees	63,349	56.01%
Refuse Service Fees	166,903	2.43%
Council Facility Service Fees	(25,782)	-1.86%
Caravan Park Fees	(213)	-0.02%
Aged Housing	4,713	1.61%
Airport Fees	(160,880)	-20.86%
Cemetery Fees	(10,856)	-9.29%
Other Fees & Charges	29,639	6.26%
	100,935	+0.84%

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

▪ **Building Fees**

The unfavourable year to date variance of -\$39k is attributable to a range of variances including building permits -\$86k, swimming pool inspection fees +\$24k, and R-Codes approval fees +\$23k. Forecast year end variances are building permits -\$40k, swimming pool fees +\$3k, and R-Codes approval fees +\$29k.

Based on the above information it is anticipated that the building fees at year end will report a net nominal variance. Consequently, performance in this activity will not have any net material impact on the closing surplus/deficit position.

▪ **Health Fees**

The adverse year to date variance of -\$44k is attributable to a range of variances including license fees for street traders +\$7k, other health license fees (including S39 Cert.) +\$5k, water sampling fees -\$20k, concert license fee/ service charges -\$12k, inspection fees for food premises +\$32k, and holiday home renewal fee -\$55k. Overall revenue is reported to be consistent with budget, with

variances due to timing differences at this time. Consequently, performance in this activity will not have any net material impact of the closing surplus/deficit position.

▪ **Statutory Planning Fees**

The favourable year to date variance of +\$155k is attributable to development application fees. It is forecast that at year end development application fees will remain favourable by approximately +\$100k. This is due to once off large commercial applications received in the current year (Coles Vasse, Busselton Central and West Street). Consequently, performance in this activity will have an impact of the closing surplus/deficit position.

▪ **Strategic Planning Fees**

The unfavourable year to date variance of -\$38k is attributable to rezoning charges -\$23k and process guide plans -\$15k. This includes timing differences and it is uncertain at this stage as to the impact to the yearend position. Consequently, performance in this activity is not anticipated to have a net material impact of the closing surplus/deficit position.

▪ **Rangers Fees**

The favourable year to date variance of +\$63k is mainly attributable to dog registration fees +\$61k. Overall revenue is reported to be consistent with budget, with variances due to timing differences at this time. Consequently, performance in this activity will not have any net impact of the closing surplus/deficit position.

▪ **Refuse Service Fees**

The favourable year to date variance of +\$167k is attributable to a range of variances including refuse removal fees (domestic) +\$51k, tipping fees +\$82k, and recycling fees (domestic) +\$26k. The favourable refuse removal and recycling fees (domestic) is due to higher interim rates through property growth compared to relatively conservative growth estimates used for budget purposes. With regard to tipping fees there has been an increase in the amount of commercial waste collected, with some of this attributable to a higher level of building activity and housing construction within the City. All the above variances will have no net impact on the City's year end position as any surplus in excess of budget will form part of the net position of waste, which will be transferred to the Waste Reserve.

▪ **Council Facility Service Fees**

Of the -\$26k adverse variance, -\$21k relates to the Naturaliste Community Centre (NCC), where certain revenue streams have proven to be unachievable, e.g. a new vacation care program due to licensing delays and kiosk/café services which have not proved viable. The revenue deficit however, will be fully offset by an under-spend in expenses to ensure there is no impact to the net operating position.

The remaining variance is due to a range of variances across Council facilities. Performance in this activity is not anticipated to have any net material impact of the closing surplus/deficit position.

▪ **Aged Housing Fees**

The favourable year to date variance of +\$5k is attributable to aged housing rental. As a nominal variance is anticipated by financial year end, aged housing fees is not anticipated to have a net impact on the closing surplus/deficit position.

▪ **Airport Fees**

The adverse year to date variance of -\$161k is attributable to a range of variances including airport hangar leases -\$8k, airport landing and take-off fees -\$65k, airport FIFO car parking income -\$27k, head taxes/passenger fee -\$31k, airport fuel agency fees -\$20k, and airport fuel facility leasing fees -\$9. With regard to airport landing fees and head taxes/passenger fee, these are expected to be on target at the end of the financial year. Car parking fees, airport fuel agency fees, airport fuel facility

leasing fees and hangar leases are expected to be down by similar variance amounts at the end of the financial year due to decreases in car parking patronage and the jet fuel and new hangar projects not commencing. Subsequently the revenue targets will not be met. Expenditure however is also below budget.

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

▪ **Cemetery Fees**

Cemetery fees have a year to date variance of -\$11k. Cemetery fee revenue is difficult to predict and based on the comparatively immaterial values involved, it is assumed that budget estimates will be achieved. Consequently, performance in this activity will not have any net material impact of the closing surplus/deficit position.

▪ **Other Fees and Charges**

The favourable year to date variance of +\$30k is attributable to a range of fees and charges including the provision of property information -\$30k, license fees revenue -\$10k, lease payments on commercial properties +\$5k, art sales commission +\$14k, and supervision fees +\$50k. With regard to the collection of supervision fees this is highly variable based on the clearance of new subdivision areas linked to housing construction activity and the demand for vacant land. Although difficult to predict, based on current information available, it is anticipated this will represent a surplus to the City in the order of +\$20k over the annual budget. This amount may be higher if a large subdivision is given clearance.

Overall, based on the above analysis of Fees and Charges, a favourable variance is projected of +\$120k, therefore performance in this activity will have an impact on the end of year closing position.

Other Revenue (YTD variance: +\$1.923M)

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

▪ **Fines and Penalties Revenue**

As at 29 February 2016, there is an adverse variance of approximately -\$59k in this area, with the main contributors being Bushfire related fines -\$44k and parking fines -\$11k. Revenue for bushfire related fines is projected to be lower than the budget estimate of \$60k, with inspections undertaken to date indicating a higher level of compliance and less than projected number of infringements issued for non-compliance. The projected budget revenue estimate has therefore been revised down to \$21k, being an expected adverse variance of -\$39k on the end of year financial position. With regard to parking fines, the decrease in revenue may be due to community awareness of parking time restrictions resulting in shopper behavioural changes. Revised projected budget revenue is estimated at \$78k with the resultant adverse variance -\$12k affecting the end of year financial position.

▪ **Sale of Miscellaneous Items**

As at 29 February 2016, there is an adverse variance of approximately -\$51k, primarily due to the sale of scrap metal. Current scrap metal prices are lower than anticipated and at current price, is not expected to meet costs associated with the disposal and therefore metal will be stock piled at this time. Accordingly, scrap metal sales are estimated to finish the year approximately \$90k under budget. This will have no net impact on the City's year end position as any surplus/(deficit) will form part of the net position of waste which is transferred to/from the Waste Reserve.

▪ Other Sundry Revenue

As at 29 February 2016, there is a favourable variance of approximately \$2.034m in this area. This variance is mainly attributable to the unbudgeted drawdown of the Port Geographe bank guarantees. In accordance with Council Resolution (C1603/065), the funds received will be transferred to reserve accounts and as a consequence will not impact on the closing surplus/deficit position.

Based on the analysis of Other Revenue, there will be an overall adverse net impact on the closing position of approximately -\$50k.

Interest Earnings (YTD variance: +\$318K)

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

▪ Municipal, Reserves and Restricted Interest

There is a current overall favourable variance of approximately +\$281k in collective municipal, reserve and restricted interest earnings. However, individual variances reflect an adverse variance for municipal funds of approximately -\$46k, with favourable variances in reserves and restricted funds of +\$146k and +\$181k respectively. This is due to higher than anticipated balances.

Based on current projections, it is expected that by financial year end, municipal interest earnings will fall short of annual budget estimates by up to -\$100k. This shortfall is partially attributable to self-funding the City's overdraft in the early part of the financial year and the lower than anticipated cash flow projections. This adverse variance will affect the end of year financial position.

Reserve interest earnings are estimated to exceed annual budget estimates by up to +\$200k. This is mainly attributable to a higher than anticipated balance which included the \$18m loan funds for the Administration building redevelopment, which at the end of February is yet to be utilised to offset any expenditure.

Interest on Restricted Funds will exceed budget by +\$900k. Although this additional income relates to airport funds which have not been budgeted for, it should be noted that the Airport grant agreement requires these funds be applied towards the Airport project.

Reserve and restricted cash interest earnings do not directly impact on the City's closing surplus/deficit position, as this revenue is reallocated to the 'Transfers to Reserves/ Restricted Assets' capital equity account. Notwithstanding this, the additional interest earnings do represent a further injection of funds to the City's Reserve and Restricted cash accounts. Conversely, municipal interest earnings form part of the City's general revenue and consequently, the estimated shortfall of up to -\$100k will directly impact on the closing position.

▪ Rates Related Interest (Instalment Plan and Late Payment)

There is a current favourable variance of approximately +\$37k in relation to rates related interest charges. Late payment interest charges are tracking above year to date budget estimates by +\$27k and instalment plan interest charges are currently tracking approximately +\$10k above year to date budget projections. This interest is predominantly raised early in the financial year (subsequent to the initial instalment payment date), and as such, the current annual budget variance is not expected to materially increase. For the purpose of this review, it is projected that rates related interest earnings will not exceed annual budget estimates by financial year end.

In summary, it is anticipated that the overall Interest Earnings activity will be in excess of annual budget estimates by up to +\$1m as at 30 June 2016. However, for the purposes of estimating a

closing surplus/deficit position, a net adverse variance of some -\$100k is projected which is attributable to the shortfall of interest earned on municipal funds.

Non-operating Grants, Subsidies and Contributions (YTD variance: +\$134K)

This category reflects a net favourable variance of +\$134k, with significant individual variances summarised below:

- Busselton Foreshore provision of services and auxiliary works is -\$986k. This is due to the \$4.5m Royalties for Regions grant being pending, with likely notification in June or July.
- Foreshore east youth precinct (skate park and adventure playground) is +\$615k. This is due to timing differences;
- Busselton shark net non-operating grant is +\$100k. This is due to a timing difference as the Government Grant was received earlier than initially anticipated;
- Tuart Drive Bridge (0239A) is +\$285k. This is due to timing differences;
- Metricup Road Bridge (0239A) is -\$203k. The City has been informed by Main Roads WA that this project will not go ahead this financial year. The proposed detour around this bridge was deemed excessive (approx. 11kms) and so the bridge works will be carried out next financial year with a temporary detour planned to be constructed on private land;
- Roads to recovery road construction works (23 road works) is net +\$605k. This is a timing difference only with the City claiming the Federal Government Grant in advance of the second payment quarter (Oct-Dec) based on the works predicted to be carried out;
- Main roads road construction projects is net -\$75k, of which the Strelly Street design project is -\$60k. It was anticipated that the City would claim more of the contracted road design works earlier in the year. These designs are linked to deliberations associated with the Busselton traffic study, and thus there have been some delays in finalising designs;
- Busselton bypass – Fairway to Kangaroo Gully is -\$240k. This dual use path project was impacted by delays in obtaining approvals from Main Roads to work within their road reserve. This project has now commenced and represents a timing difference only at this time;
- Bus Bay and Shelters is -\$180k. This project was delayed owing to complex negotiations with the Department of Environment and Conservation regarding the clearing of land. These works have now commenced.

Overall grant funding variances are primarily due to timing differences. However it must be noted that where projects are not proposed to commence in 2015/16, the associated grant funding will not be raised until the expenditure has been incurred.

The above variances will not have any direct impact on the closing surplus/deficit position as long as grants for works completed are raised on or before 30 June 2016. Conversely, where grants are received in advance of works being completed (by 30 June 2016), any unspent component of the associated grant funding will be required to be transferred to restricted assets.

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

Profit on Asset Disposals (YTD variance: +\$2K)

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

OPERATING EXPENDITURE

As at 29 February 2016, there is a variance of approximately -\$2.9m (or -7.2%) in respect of total operating expenditure activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Employee Costs	16,679,104	17,331,302	26,413,101	-652,198	-3.76%
Materials and Contracts	7,832,067	10,178,818	15,120,925	-2,346,751	-23.06%
Utilities (Gas, Electricity, Water etc.)	1,454,351	1,547,396	2,321,370	-93,045	-6.01%
Depreciation on Non-current Assets	9,949,433	9,761,600	14,636,430	+187,833	+1.92%
Insurance Expenses	663,483	736,624	737,370	-73,141	-9.93%
Other Expenditure	1,706,456	1,902,406	3,028,622	-195,950	-10.30%
Allocations	-1,089,757	-1,302,140	-1,899,950	+212,383	+16.31%
Interest Expenses	680,845	691,046	1,340,955	-10,201	-1.48%
Loss on Asset Disposals	85,066	62,016	68,867	+23,050	+37.17%
TOTAL	37,961,048	40,909,068	61,767,690	-2,948,020	-7.21%

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

Employee Costs (YTD variance: -\$652K)

Whilst reflecting an overall favourable variance as at 29 February 2016, this category presently includes numerous individual variances (both favourable and adverse). On the whole however, this category can be broken into three main sections, all of which have favourable variances; salaries - \$436k, wages -\$88k, and other employee costs -\$128k.

In order to project an end of financial year variance, the current expenditure in each account has been extrapolated and then amended for any known adjustments. Impacting factors taken into account include current vacant positions, historical expenditure patterns, known additional costs with regard to workers compensation insurance +\$67k, and the final adjustment attributable to the recognition of accrued employee cost to financial years end. Overall, it is projected there will be a slight favourable variance as at 30 June 2016. There are a range of matters however that can directly impact on the final Employee Costs, and as such it must be reiterated that this projection is based on available information at the time of compiling this report.

Materials and Contracts (YTD variance: -\$2.347M)

The Materials and Contracts category comprises a wide range of expenditure types, and presently incorporates in the order of 142 separate accounts. The current variance is attributable to both favourable and adverse variances (of varying magnitudes) across a range of diverse activities. Consequently, this report will highlight those material variances which are either of interest due to materiality or are expected to have a direct impact on the City's closing surplus/deficit position as at 30 June 2016.

▪ Maintenance of Buildings

There is a favourable variance of approximately -\$181k in this activity on a year to date basis, with the major contributors being building maintenance services -\$47k and contract cleaning costs -\$134k.

It is expected that the building maintenance services expenditure may fall short of annual budget estimates by up to -\$100k as at 30 June 2016. Expenditure against buildings year to date has been less than budgeted due in part to Facility staff spending a considerable amount of their time on relocating staff for the new administration building project. It is anticipated however that the level of expenditure will increase in the second half of the year. To this end it is projected that building maintenance services and overall cleaning costs at years end will come within budget expectations.

▪ Contractors

There is a favourable year to date variance of approximately -\$966k in collective contractors' expenditure, comprised of a significant range of projects and individual variances (favourable and adverse). However, for the purposes of this review, the following contractor expenditure variances have been highlighted for comment.

Busselton Jetty contractor costs are under year to date budget estimates by approximately -\$334k. Jetty works are funded from the jetty reserve and hence this variance will have no impact on the city's year end net financial position. That said, there are significant works to be undertaken on the jetty in the next four months and so much of this budget will be expended.

Contractor costs associated with Provence Estate maintenance are under budget by -\$155k as public open space areas within the estate is yet to be handed over to the City; therefore the maintenance of the area is not yet the responsibility of the City. A portion of the allocated budget is funded from the specified area rates and this draw down can only occur if expenditure is within the specified area. Any portion of the variance that represents a saving to the City will be offset and used to facilitate works in other activity areas within parks and gardens.

There is a favourable contractor cost variance totalling -\$110k attributable to Vasse Newtown. The saving however will offset expenditure in other areas of the City and, similar to Provence Estate the Vasse Newtown budget is linked in part to the specified area rate with a draw down only being possible if relevant expenditure is incurred.

Finally, there is a favourable contractor cost variance totalling -\$151k attributable to refuse sites. It is anticipated there will be significant savings as at 30 June 2016, however this will not impact on the City's net financial position, as any saving will be transferred to the Waste Reserve.

▪ Consultancies

As at 29 February 2016, the collective consultancies budget reflects a favourable year to date variance of approximately -\$201k, with the variance attributable to a range of individual consultancy allocations. Based on projections to 30 June 2016, it is estimated that the annual operating budget allocation of approximately \$677k will be underspent by up to approximately -\$70k. This will not however affect the end of year position as, as outlined below, material variances identified in this category will be transferred to reserves in accordance with operational practice.

The major contributors to the projected variance include:

- Airport operations consultancy budget is on budget compared to the year to date allocation and there may be nominal savings at the end of the year of -\$5-10k;
- Property and business development consultancy budget is down due to delays in progressing the foreshore commercial sites (cafes, hotel and microbrewery sites) and the need to seek either legal/commercial advice. It is expected that some funds will be

expended prior to the end of financial year however there is likely to be unspent funds of approximately -\$10k. This underspend will form part of the end of year airport reconciliation and will therefore will not affect the City's net current position;

- A \$100k consultancy budget was provided to facilitate works towards the development of a future tip site. It is anticipated that \$60k of this budget will not be required. This will have no impact on the City's net financial position as this is being funded from the Waste Reserve.

▪ **Fleet expenses – Fuel**

As at 29 February 2016, the fleet expenditure associated with fuel reflects a favourable year to date variance of -\$241k. This is mainly attributable to decreasing fuel prices with the overall expenditure on fuel being significantly less than what was budgeted for this financial year. That said, overall fuel usage is historically higher in the second half of the year as construction activity is greater. Nonetheless, a fuel saving in the order of -\$200k is anticipated based on current fuel prices.

▪ **Engineering Administration and Projects**

There is a favourable variance within this area of -\$300k. This represents the annual payment that is yet to be made to the Department of Transport in relation to the Port Geographe management deed. It is noted the payment has been processed during March 2016. As this item is fully reserve funded, it will have no impact on the end of year position.

Utilities - Gas, Electricity, Water etc. (YTD variance: -\$93K)

The current variance is attributable to favourable variances in electricity charges -\$37k, telephone charges -\$14k and water charges -\$42k. Whilst due in part to timing differences in the receipt and payment of utility invoices, end of financial year savings are nonetheless projected in several of the utility categories.

▪ **Electricity Charges**

The electricity charges overall favourable variance -\$37k is due to a range of individual variances (both favourable and adverse), with the more significant savings reflected in the major electricity users, including the Geographe Leisure Centre -\$11k, the Kookaburra Caravan Park -\$6k, and the Administration Building -\$26k. An analysis undertaken to forecast end of year expenditure, estimates that a favourable variance of up to -\$40k will be evident in electricity charges as at financial year end.

▪ **Telephone Charges**

The telephone charges overall favourable variance -\$14k is primarily due to the costs associated with mobile phones being -\$4k down and call centre costs -\$1k down as compared to the year to date budget. An analysis at this time indicates that a nominal saving may be evident as at 30 June 2016.

▪ **Water Charges**

The current favourable variance in water charges is primarily attributable to higher budgeted rate increases. At time of budget compilation, the City was advised of likely percentage increases. Actual increases have been below what was quoted, i.e. Busselton water charges were 0.5% below what was initially advised and the Water Corporation increase was 1.8% below that budgeted. An analysis undertaken to forecast end of year expenditure estimates that a favourable variance of up to -\$50k will be evident in water charges as at financial year end.

In summary of the above, it is projected that the Utilities activity will reflect a favourable variance of up to -\$90k as at 30 June 2016.

Depreciation on Non-current Assets (YTD variance: +\$188K)

This variance, which will further increase by 30 June 2016, is primarily attributable to the 2015 infrastructure fair value valuation coupled with the significant value of donated assets also brought to account as at 30 June 2015.

The depreciation budget is required to be calculated reasonably early in the annual budget development process, and has historically been predicated on financial year end projections, along with other known material asset movements. Whilst generally accurate, this approach has this year been impacted by the aforementioned activities.

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

Insurance Expenses (YTD variance: -\$73K)

The current variance in this activity is attributable to a range of variances, primarily property insurance -\$9k, plant insurance premiums -\$46k, public liability insurance -\$14k and other general insurance costs -\$4k. As with depreciation expenses, the insurance budget is required to be developed early in the budget process, to enable other necessary budget activities to progress. Whilst the City's insurer provides preliminary premium ratios, these are subject to subsequent amendment.

Whilst additional insurances expenses are expected to be incurred prior to 30 June 2016, due to insurance schedule additions and amendments, along with excess payments, these are not expected to be material in value. Consequently, a favourable variance of approximately -\$60k is projected in this activity by financial year end.

Other Expenditure (YTD variance: -\$196K)

The favourable variance as at 29 February 2016 includes -\$100k associated with events marketing and promotions relating to MERG which have not been expended due to the amalgamation of GBTA/AMRTA and regional branding discussions. Council has resolved to transfer \$150k from the differential rate marketing funds into a new Airport Reserve specifically for marketing/support of Airport development project, and this \$100k, along with savings made in the remainder of the financial year, will be used for this purpose.

The bulk of the remaining difference is attributable to the members of Council activity area which has a favourable variance of -\$88k. This represents a timing variance only and therefore will not have any net impact of the closing surplus/deficit position.

Not including the above activities, a range of other individual year to date variances (both favourable and adverse) is evident throughout this category. Expectations are that these will largely cancel each other out by financial year end.

Allocations (YTD variance: +\$212K)

This activity incorporates numerous internal accounting allocations. Whilst the majority of individual allocations are administration based and cleared each month, the activity also includes plant and overhead related allocations. Due to the nature of these line items, the activity reflects as a net offset against operating expenditure, in recognition of those expenses that are of a capital nature and need to be recognised accordingly. Due to its 'accounting transaction' nature, performance in this activity has no net impact on the surplus/deficit position.

Interest Expenses (YTD variance: -\$10K)

The current variance is attributable to a timing delay in the drawdown of budgeted loan facilities for Lot 40 Vasse Highway totalling \$850k. The delay in drawdown of this loan will result in a favourable variance of -\$10k in this category as at 30 June 2016.

Loss on Asset Disposals (YTD variance: +\$23K)

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

CAPITAL REVENUE

As at 29 February 2016, there is an adverse variance of approximately -\$5.8m (or -67.29%) in respect of total capital revenue activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Proceeds from Sale of Assets	319,780	482,400	592,200	-\$162,620	-33.71%
Proceeds from New Loans	850,000	850,000	850,000	0	0%
Self-Supporting Loans – Repayment of Principal	36,690	36,690	74,508	0	0%
Transfers from Restricted Assets	440,442	1,500,000	53,267,805	-1,059,558	-70.64%
Transfers from Reserves	1,180,797	5,775,692	24,472,157	-4,594,895	-79.56%
TOTAL	2,827,709	8,644,782	79,256,670	-5,817,073	-67.29%

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

Proceeds from Sale of Assets (YTD variance: -\$163K)

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

As discussed in the Plant and Equipment capital expenditure category, the Plant and Equipment budget is expected to be fully expended (other than the replacement of the City's road maintenance patching truck) by 30 June, and as such, the current variance in this category should largely reduce by financial year end.

Proceeds from New Loans (YTD variance: \$0)

The budgeted new loan for the 2015/16 financial year has been drawn down, and no further transactions will be incurred in this category.

Self-Supporting Loans –Repayment of Principal (YTD variance: \$0)

Self-supporting repayments are anticipated to be as per budget estimates. Therefore no variance is expected in this category.

Transfers from Restricted Assets (YTD variance: -\$1,060K)

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

A transfer from Restricted Assets was budgeted to occur by the 29 February 2016 of \$1.5m, associated with expenditure to be incurred for the Busselton Regional Airport development. To date no transfer has been made as expenditure for the project has not yet reached this value (net - \$1.5m). The remaining +\$440k is attributable to bonds and deposits refunded to the end of February as all obligations have been fulfilled to authorise the return of funds. As the City does not budget for these transactions, any material variance will be reported accordingly.

Transfers from Reserves (YTD variance: -\$4,595K)

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

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

As at 29 February, the 2015/16 budget includes a transfer from reserves of \$4.590m associated with the building of the new Civic and Administration Centre. As this expenditure has not been realised/ invoiced, no transfer has been made and hence the significant variance. At this time however it is anticipated that the Civic and Administration building actual expenditure and subsequent income will be incurred in line with the budget.

CAPITAL EXPENDITURE

As at 29 February 2016, there is a variance of approximately -\$15.4m (or -39.51%) in respect of total capital expenditure activities. This variance is detailed as follows:

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Land & Buildings	1,929,317	12,337,880	29,548,202	-10,408,563	-84.36%
Plant & Equipment	1,177,576	1,998,664	2,514,500	-821,088	-41.08%
Furniture & Office Equipment	299,622	392,822	2,229,834	-93,200	-23.73%
Infrastructure	11,548,717	16,472,594	69,867,195	-4,923,877	-29.89%

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Total Loan Repayments-Principal	886,326	886,326	1,823,986	0	0%
Transfers to Restricted Assets	1,864,328	1,205,656	1,808,490	+658,672	+54.63%
Transfers to Reserves	5,945,504	5,804,461	9,483,842	+141,043	+2.43%
TOTAL	23,651,390	39,098,403	117,276,049	-15,447,013	-39.51%

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

Land & Buildings (YTD variance: -\$10.4M)

The Land and Buildings capital expenditure budget of approximately \$10.4m comprises a number of major projects areas, including:

- Land purchases for Airport Development -\$0.9m;
- Foreshore east youth precinct Community Youth Building (incorporating BSLSC) - \$1.9m;
- Railway House -\$1.2m;
- Multi-purpose community sporting clubhouse -\$0.5m;
- Civic and administration centre (inclusive of relocation costs) -\$5.4m;
- Remainder of Buildings Program - \$0.5m.

▪ **Busselton Airport Development - \$0.9M**

Land acquisition negotiations are currently being finalised. It is anticipated that deposits for three portions of land will be paid this financial year with the balance in 2016/17. As this project is fully grant funded, it will have no effect on the year end net current position.

▪ **Foreshore east youth precinct Community Youth Building (incorporating BSLSC) - \$1.9M**

Due to changes in policy and timing with the Lottery West funding system, the outcome of the grant application submitted to Lottery West has only just been announced. The City has been successful in its application, with Lottery West granting the full estimated costs to construct the building of \$2.881m. This project is due to Commence construction in October 2016.

▪ **Railway House -\$1.2M**

A design and construction tender has been awarded. Construction commenced in February 2016 with the projected completion date during the 2016/17 financial year.

▪ **Multi-purpose community sporting clubhouse -\$0.5M**

City staff are currently working with relevant stakeholders and user groups of the Barnard Park Ovals to develop a suitable concept which meets their requirements. Construction should commence in May 2016 with the project being carried forward and completed in the 2016/17 financial year.

▪ **Civic and administration centre (inclusive of relocation costs) -\$5.4M**

This variance is due to a timing difference in that construction commenced later than reflected in the 2015/16 budget. However given the tight schedule for construction and the anticipated practical completion date of February 2017, it is still anticipated that all of the funds budgeted will be spent.

Based on the above, it is projected that the Land and Buildings capital expenditure category will fall short of annual budget estimates. However, as the projects are fully funded from grants, contributions and/or reserve transfers, the under expenditure will not have any net impact on the closing surplus/deficit position.

Plant & Equipment (YTD variance: -\$821K)

The Plant and Equipment capital expenditure budget of approximately \$2.5m comprises \$2.4m in heavy and light plant replacements and acquisitions, with the balance of the budget for sundry plant and equipment procurements.

At 29 February 2016, the majority of the current variance is primarily attributable to timing in the delivery of the heavy plant replacement program -\$0.6m; including the following:

- A new small rear load waste truck \$200k;
- Parks and Gardens heavy plant \$60k;
- Construction heavy plant \$380k.

It is anticipated that all budgeted items of Plant and Equipment will be replaced by 30 June 2016 other than the replacement of the City's road maintenance patching truck. This specialised vehicle has a long lead-time between ordering & delivery and to this end, will represent a carry over. As this vehicle is funded from the plant replacement reserve, this transaction will have no impact on the net financial year end position.

Furniture & Office Equipment (YTD variance: -\$93K)

The current variance in this category is primarily due to information technology expenditure -\$65k, cultural planning -\$24k, and other minor variances which net to -\$4k.

With regards to the information technology expenditure, the variance is currently attributable to timing differences in relation to specific projects. It is anticipated that the full capital program in this area will be achieved by the end of the financial year.

With regards to the cultural planning expenditure (settlement art project), the variance is currently attributable to timing differences with a purchase order for \$25k currently outstanding for this line item. It is expected that the full budget allocation will be utilised by the end of the financial year.

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

Infrastructure (YTD variance: -\$4.924M)

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

Description	Actual YTD \$	Amended Budget YTD \$	Amended Budget \$	Variance YTD \$	Variance YTD %
Busselton Foreshore	4,437,524	5,001,363	7,040,318	-563,839	-11.27%
Busselton Regional Airport	451,202	1,200,085	41,645,094	-748,883	-62.40%
Infrastructure - Other	6,659,991	10,271,146	21,181,783	-3,611,155	-35.16%
TOTAL	11,548,717	16,472,594	69,867,195	-4,923,877	-29.89%

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

- **Busselton Foreshore**

Following the continued success of the Busselton Youth Precinct, the construction projects being undertaken for the Busselton Foreshore are in the main, progressing according to budget and

schedule. An exception is noted for the Busselton Foreshore provision of services and auxiliary works which is pending due to Royalties for Regions grant notification.

▪ **Busselton Regional Airport**

It is noted the progress of the Airport Development Project is on schedule. However, there is a material variance with the timing of the project costs, with funding scheduled to be spent over the three years commencing from the 2015/16 financial year. Key progress and payments to be made in 2015/16 include administration (operations of Project Management Office), preliminary assessments and designs, and land acquisition. It is estimated that approximately \$54.6m will be carried over into the 2016/17 financial year. The project is self-funded and will not adversely affect the net position.

▪ **Infrastructure - Other**

This component of the Infrastructure capital expenditure budget is largely managed by the Engineering and Works Services Directorate and covers a range of different activities. With an annual budget of approximately \$21m and a year to date budget of approximately \$10m, there is a current year to date variance of -\$3.6m. There were a further \$3m in committed costs raised against projects as at the end of February representing orders made to suppliers and anticipated to be receipted and paid in the short to medium term.

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

- -\$1.4m, representing 40% of the unexpended year to date budget variance, is attributable to Sanitation (waste) Infrastructure:
 - Phase one of the New Cell Development, currently under construction, was -\$811k under budget, noting that this project is due for completion by the end of May 2016.
 - The Busselton Transfer Station Development was under budget by -\$600k due to the delays in project commencement. The tendered price for this development is far in excess of budget and hence a budget amendment report is required to be submitted to the Council. This project will likely represent a carry over.

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

- -\$1.080m, representing 30% of the year to date variance is attributable to the Vasse Community & Recreation Precinct - AFL Oval Stage 1 project. This is a timing difference with works now underway and due to be completed by June 2016.
- Capital Bridge projects make up a further -\$487k or 14% of the variance. This is almost exclusively attributed to the Metricup Road bridge works that have been postponed and will represent a carry over to the 2016/17 financial year. Note there is no financial impact to the end of financial year net position as this project is funded from State and Federal grants.
- As at 29 February 2016 road capital projects are -\$357k under expended and make up a further 10% of the year to date budget variance. The Puzey Road reconstruction project, representing -\$223k of the variance was delayed due to vegetation clearing matters and environmental approvals. The project is however scheduled for completion by June 30 2016.

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

Total Loan Repayments- Principal (YTD variance: \$0K)

The principal loan repayments are anticipated to be as per budget estimates. Therefore no variance is expected in this category

Transfers to Restricted Assets (YTD variance: +\$658K)

The Transfers to Restricted Assets budget comprises an estimation of funds that could potentially be received during the financial year, primarily from developer contributions. Included are cash in lieu of parking, community and recreation facilities contributions and contributions to works. Due to the nature of the category, the annual budget allocation is spread evenly throughout the financial year. The performance in this activity does not have any direct impact on the surplus/deficit position, as whilst recognised as operating revenue upon receipt (via Non-operating Grants, Subsidies and Contributions), these funds are subsequently quarantined to Restricted Assets, essentially offsetting the initial transaction.

In addition to the above, the Transfers to Restricted Assets category also includes the payment of bonds and deposits, albeit no specific budget allocation is made for these funds.

The favourable financial year to date variance of approximately +\$658k is primarily attributable to the receipt of developer contribution payments totalling +\$260k, and bond and deposit payments totalling approximately +\$400k.

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

Transfers to Reserves (YTD variance: +\$141K)

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

The current favourable variance is attributable to interest earnings on Reserve funds. The reserves balance currently includes the full \$18m loan funds for the Administration building redevelopment which is yet to be utilised to offset any expenditure. Due to the higher than anticipated balance at this point in time, interest earned has exceeded current budget projections. It should be noted of the +\$141k in additional interest, +\$112k is attributable to the Civic and Administration Centre Construction Reserve.

Current projections are that reserve interest earnings will exceed annual budget estimates by approximately +\$200k as at 30 June 2016, which will be reflected in the end of financial year Transfers to Reserves performance. Whilst this will not directly impact on the closing surplus/deficit position, the additional revenue will supplement the projected balance of the City's reserve funds at financial year end.

CONCLUSION

As detailed within this report, it is considered that the City's overall financial performance to 29 February 2016 is satisfactory. Current projections indicate a potential surplus closing position as at 30 June 2016, in the order of approximately +\$360k (exclusive of carry forwards). The Annual Budget Review has not identified any specific adverse financial trends, for which remedial action is required to be instigated prior to financial year end. The projected surplus closing position is primarily due to operating expenditure savings.

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

Whilst components of the unspent capital and operating expenditure budgets may need to be considered for re-listing in the Council's 2016/17 draft budget, the current projected surplus closing position of \$360k represents net underspends directly associated with the current financial year's financial performance.

It is noted that the potential surplus closing position at financial year end, including consideration of utilisation, or quarantining of these funds, be will be fully considered as part of the Council's 2016/17 draft budget deliberations.

OPTIONS

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

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

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

OFFICER RECOMMENDATION

ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED

That, pursuant to Regulation 33A of the Local Government (Financial Management) Regulations, the Council adopts the 2015/16 Annual Budget Review.

6.5 DRAFT SCHEDULE OF FEES AND CHARGES FOR THE 2016/17 FINANCIAL YEAR

SUBJECT INDEX:	Finance and IT Services
STRATEGIC OBJECTIVE:	An organisation that is managed effectively and achieves positive outcomes for the community.
BUSINESS UNIT:	Finance and IT Services
ACTIVITY UNIT:	Financial Operations
REPORTING OFFICER:	Financial Compliance Officer - Jeffrey Corker
AUTHORISING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
VOTING REQUIREMENT:	Absolute Majority
ATTACHMENTS:	Nil

PRÉCIS

In accordance with Regulation 5(2) of the Local Government (Financial Management) Regulations, a local government is to undertake a review of its fees and charges regularly; and not less than once in every financial year. This report provides the Finance Committee with a recommended Schedule of Fees and Charges to apply for the financial year commencing on 01 July 2016, for its consideration and consequent recommendation to the Council.

BACKGROUND

Section 6.16 of the Local Government Act (the “Act”) states that a local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide, other than a service for which a service charge is imposed.

Section 6.17 of the Act further states that in determining the amount of a fee or charge for goods and services, a local government is to take in to consideration the following factors:

- a) The cost to the local government of providing the service or goods;
- b) The importance of the service or goods to the community; and
- c) The price at which the service or goods could be provided by an alternative provider.

Section 6.18 of the Act clarifies that if the amount of any fee or charge is determined under another written law, then a local government may not charge a fee that is inconsistent with that law.

The above matters have been considered as part of the annual fees and charges review and the fees and charges recommended are in accordance with recent planning and discussions relating to the City’s Long Term Financial Plan.

Finally, whilst Section 6.16(3) of the Act states that a schedule of fees and charges is to be adopted by the Council when adopting the annual budget, fees and charges may also be imposed during a financial year. In order for the 2016/17 schedule of fees and charges to be effective from the commencement of the new financial year, the Council is required to adopt its schedule in advance of 30 June 2016, such that any statutory public notice periods (including gazettal’s where required) can be complied with.

STATUTORY ENVIRONMENT

Sections 6.16 – 6.19 of the Act refer to the imposition, setting the level of, and associated administrative matters pertaining to fees and charges. The requirement to review fees and charges on an annual basis is detailed within Regulation 5 of the Local Government (Financial Management) Regulations.

RELEVANT PLANS AND POLICIES

The Council's endorsed Long Term Financial Plan reflects an annual increase in Fees and Charges revenue of 3.5% (the 10 year average Local Government Cost Index). This matter has been considered as part of the review process.

FINANCIAL IMPLICATIONS

Whilst fees and charges revenue includes items that the Council has no authority to amend, it is important that, where possible, controllable fees and charges are appropriately indexed on an annual basis, to assist in offsetting the increasing costs of providing associated services. This may include increases beyond normal indexation in particular cases in line with Section 6.17 of the Act.

Long-term Financial Plan Implications

In terms of the Council's currently adopted budget, revenue from fees and charges (excluding waste collection charges) equates to approximately 23% of budgeted rates revenue and 15% of total operating revenue (excluding non-operating grants). As such, fees and charges form an integral and important component of the City's overall revenue base in relation to the Long Term Financial Plan.

STRATEGIC COMMUNITY OBJECTIVES

The schedule of fees and charges adopted by the Council encompasses 'whole of organisation' activities. As such, all Key Goal Areas within the Council's Strategic Community Plan 2013 are in some way impacted. More specifically however, this matter aligns with Key Goal Area 6 – 'Open and Collaborative Leadership' and particularly Community Objective 6.3 - 'An organisation that is managed effectively and achieves positive outcomes for the community'.

RISK ASSESSMENT

There are several risks that the Council needs to be mindful of when reviewing its schedule of fees and charges. Firstly, in an effort to assist in recovering costs associated with the provision of services, it is important that, where applicable, fees and charges are increased on an annual basis in line with relevant economic indicators. Should this not occur the provision of services is required to be increasingly subsidised by other funding sources. Conversely however, a balance is also required to ensure that fees and charges are maintained at levels so as not to adversely impact on the financial ability for ratepayers to utilise those services, which may otherwise result in a net reduction in revenue.

CONSULTATION

Business Unit Managers are responsible for reviewing fees and charges associated with activities under their control. As part of the review process, consultation may occur with other local government authorities, in addition to a review of prices offered by alternate service providers (pursuant to Section 6.17 of the Act).

OFFICER COMMENT

The 2016/17 draft Schedule of Fees and Charges has been guided by a general escalation of 3.5% over currently adopted fees and charges, which represents the average of the Local Government Cost Index (LGCI) over the past 10 years. This methodology is consistent with the Fees and Charges revenue extrapolation as comprised within the Council's currently endorsed Long Term Financial Plan. Notwithstanding this however, in numerous instances this principle is not appropriate, with other factors also requiring consideration. The following provides an overview, by Directorate, of

noteworthy instances where an LGCI extrapolation has not been utilised, whilst also discussing, where relevant, newly proposed fees and charges.

Executive Services

No new fees or significant changes

Planning and Development Services

Environmental Health

- Temporary Food Business Assessment Fee (per occasion)
The description of this fee has been changed from 'application for temporary food stall' to 'Temporary Food Business Assessment Fee (per occasion)' to better reflect the purpose of this fee, being the recovery of administration costs associated with the assessment of temporary food businesses that are registered with another local government and apply to operate within the City of Busselton.
- Temporary Food Business Assessment Fee (Annual)
A new 'Temporary Food Business Assessment Fee (Annual)' is proposed to enable the recovery of costs associated with the assessment of temporary food business that are registered with another local government and apply to operate within the City of Busselton for an extended period of up to one (1) year.
- Stallholders (Food Stall)
Subject to Council endorsing the proposed changes to Temporary Food Business Assessment fee and a proposed new annual fee, it is recommended that the 'Stallholders (Food Stall)' fee be deleted as these fees will become superfluous.

Meelup Regional Park

- Event Bonds
In June 2015, Council resolved (resolution C1506/172) that any permits issued for the event (Gourmet Escape) held within Meelup Regional Park include the imposition of a bond in accordance with the City's Schedule of Fees and Charges. The proposed event bond hierarchy is recommended for inclusion in the Schedule of Fees and Charges for the implementation of Council's decision.

Engineering and Works Services

No new fees or significant changes

Finance and Corporate Services

- Busselton Community Resource Centre
In order to encourage community use of the CRC meeting rooms no increase has been applied to the community based rates. Feedback from community groups, and in particular the tenants of the CRC, has indicated that the community rates are currently at the upper end of what such groups can afford. Hence it is felt that increasing them any further, particularly given the current economic environment, will discourage use. Commercial rates have however been increased by 3.5%.

Community and Commercial Services

Events & Casual Ground Hire

- Street Banners – Install and remove (per pole)
This fee has been introduced to replace an existing fee previously based on the hire of 16 street poles. There are now a number of different options for hire including the Queen Street (12 poles), side streets (5 pole) and Busselton Foreshore (7 poles). The fee is to be waived for not for profit community groups (C1002/061).
- Ground Hire Bonds (to be applied to Community Events);
This fee has been introduced to replace an existing fee 'Ground hire Bonds (to be applied to Events and Commercial Usage)' which was based on number of days usage. The new fee for a bond is based on the grounds that the event will be held on such as sporting grounds, foreshore and other reserves. This fee has also been amended to apply to Community events only (compared to previously commercial events) as there are existing commercial event bonds already in place.

Busselton Jetty

- Busselton Jetty Entry Passes
Jetty Entry passes fees have been added to the schedule as The City of Busselton is responsible for the setting of the Busselton Jetty entrance fee in accordance with the Busselton Jetties Local Law (2014). The Collection of Entrance fees is a licensed activity of the Busselton Jetty Environment and Conservation Association Inc. (BJECA) in accordance with the Busselton Jetty License between the City of Busselton and BJECA.
- Commercial Use of Marine Berthing Platforms - Whale Watching / Tour Vessels
New Monthly and Annual fees and Bonds have been proposed for Whale watching / tour vessels utilising the marine berthing platforms. A separate Council agenda item further discusses these fees. The fees have been included in the draft schedule so as to facilitate the advertising requirements enabling a 1 July effective date, however they are reliant upon the separate report.

Naturaliste Community Centre (NCC)

- Various Wording changes as requested so that description better matches fee
- Basketball, netball & volleyball courts charged per court
Deleted as not relevant to NCC Facility
- Volleyball Courts 5 & 6 (i.e. smaller courts)
Deleted as not relevant to NCC Facility
- Casual Basketball (Individual fee*) school student rate per hour conditions apply
New fee introduced as there is a demonstrated need in community for a student rate for after school hours and on school holidays.
- 6 months membership
6 month membership has increased by 11.5% as this membership is reciprocal at GLC and to avoid any disadvantage between Centre's and to align fees. Note: very low volume of sales at both Centre's.
- 3 months membership
3 month membership has increased by 39% as this membership is reciprocal at GLC and to avoid any disadvantage between Centre's and to align fees. Note: very low volume of sales at both Centre's.

- 6 and 3 months membership (concession)
New categories have been added to align with GLC pricing and to avoid any disadvantage between Centre's.
- Seniors Programs
Fee not increased in order to align with seniors program entry at GLC. Hence 10 pass fee also not increased.
- Pay as you go fortnightly direct debit (including concession option)
New fees to align NCC with the GLC.
- Pay as you go cancellation fee
New fee added as this covers administration costs if cancelling after a short period from joining.
- Double Membership per person
New fee added to align with GLC pricing and to avoid any disadvantage between centres.
- City of Busselton staff Group Fitness membership. A 10% discount applies on renewal.
New fee added to align with GLC pricing and to avoid any disadvantage between centres
- Vacation care program, per child per day
New fee added as a new program has been implemented. Fee aligns with GLC.
- Stage Hire (Including Bond)
New fee added as Stage hire requires administration and staff resources to administer and contribution to asset replacement cost.
- Grounds Hire
The NCC has a maintained paved and grassed outdoor area with access to all services, intended for community use in the initial design of the facility. Implementing this fee will recover some fixed maintenance costs and also variable costs associated with hirer's use of services.

Geographe Leisure Centre (GLC)

- Local Swimming clubs and local user groups
This was a negotiated fee mid-year with swim clubs and expectation is that it is negotiated each year and has been increased from \$1 to \$2 this year.
- Lifestyle seniors program
This program is a concession fitness class for seniors.
- Small group Personal Training
New fee added as the GLC is now making the PT space in the gym available and this fee is to cover participants cost of group training.
- Casual Basketball
New fee added as there is a community demonstrated need for accessible service for school age participants at a cheaper price.
- Whole of Stadium Hire and Bond
New fee added so as to be able to charge a whole of stadium fee for events.

- Gym - Pay as you go cancellation fee
New fee covers administration costs if cancelling after a short period from joining.

Kookaburra Caravan Park

- Park Home 6 (site 3) - up to a maximum of 6 people;
A new fee has been entered for the installation of the new cabin completed in FY 2015/16. This includes fees for overnight rates for off-season and peak season, and weekly rates for peak season (up to 27 Days).
- A CPI increase of 3.5% has not been applied to the following KCP fees, with the primary reason being that these fees are essentially within market range compared to other caravan parks. While the KCP offers good quality, affordable accommodation, it does not provide many of the facilities that some other Parks provide such as swimming pools, playgrounds and theatre rooms and as such ensuring that affordable accommodation is a critical factor that can then differentiate the KCP which then continues to remain attractive to visitors.
 - Extra Adults per night for powered sites and cabins during peak, off-peak and weekly rates.
 - Extra Child per night for powered sites and cabins during peak, off-peak and weekly rates.
 - Booking Cancellation Fee
 - Washing Machines/ Dryers
 - Refill of 9kg gas bottle
 - Shower charge
 - Linen hire per site

ArtGeo Cultural Complex

- Storage Fee
A new weekly storage fee will allow temporary use of available spaces to store equipment and works for example when lease arrangements are transitioning.

Busselton Regional Airport

- The following fees have not been increased by CPI;
 - Passenger charge (head tax) for RPT flights (arriving & departing passengers)
 - Passenger Facilitation Fee for Open & Closed Charter Flights (using Ground & BHS services) - Departing Passengers onlyThese two fees have not been increased due to the economic climate within the mining /resource industry at the current time.
- Per motor vehicle / motor bike per day
The City has increased car parking charges at the Airport for the last two financial years. One of the observed impacts of these fee increases was for FIFO passengers to car pool and also for increased drop offs/pick-ups. Officers feel that a further fee increase in 2016/17 would result in additional loss of car parking revenue due to passengers finding alternative means of transport to the Airport and home.
- CEO Non-conforming Activity per hour fee
This per hour fee has been introduced to recover the costs associated with any approved CEO non-conforming activities. These activities are non-scheduled flights that occur outside of normal Airport operating hours and hence require the City to provide staff (ARO's) at overtime rates. The fee has been based on an average per hour overtime rate (outdoor staff level 5/6) and incurs a minimum charge of 1.5 hours allowing for an arrival and departure.

Library Charges

- Public Internet – Guest Pass

A new fee has been proposed in the amount of a \$2.00 charge for all non-library members to use the public internet computers which is hoped will encourage travelers and tourists to use their own devices instead of the public PCs which are in high demand for study and other essential services by local residents.

CONCLUSION

As part of the annual fees and charges review, the currently adopted fees and charges have been reviewed in line with the requirements of the Local Government Act and other relevant legislation as applicable. Where considered relevant, fees and charges have been increased by, or above, LGCI estimates in recognition of increased costs associated with the provision of services. In other instances, the prevailing fees and charges are considered adequate (and as such, no changes are recommended). Furthermore, a number of new fees and charges have been proposed, or amendments to existing fees structures recommended. Consequently, it is recommended that the Finance Committee endorses the draft Schedule of Fees and Charges for 2016/17 as recommended, for subsequent consideration by the Council.

OPTIONS

The Finance Committee may determine to recommend amendments to the draft Schedule of Fees and Charges as it deems appropriate.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Consequent to adoption by the Council, the Schedule of Fees and Charges for 2016/17 will become effective from and including 01 July 2016.

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

That the Council:

1. Endorses the Fees and Charges as detailed in the "Draft Fee 2016/17 (exc. GST)" column of the following Schedule of Fees and Charges, effective from and including 01 July 2016:

DESCRIPTION	ADOPTED FEE 2015/16 (Exc GST)	DRAFT FEE 2016/17 (Exc GST)	DRAFT FEE 2016/17 (Inc GST)
<i>A concession of 50% of the adopted fee or charge may apply (upon application) in relation to those fees and charges shaded and marked with an asterisk (*). The concession is only available to incorporated not for profit organisations and groups where profits raised from the associated activity are to be donated to a local cause or charity.</i>			
<u>EXECUTIVE SERVICES</u>			
<u>SALE OF DOCUMENTS</u>			
<u>Council Minutes</u>			
Subscription on a per annum basis	470.00	470.00	470.00

Single Copy - Agenda	30.00	30.00	30.00
Single Copy - Minutes	20.00	20.00	20.00
<u>Electoral Rolls</u>			
Per copy	62.50	65.00	65.00
<u>Publications</u>			
Cape of Contrasts Book	20.00	20.00	22.00
<u>CITY OF BUSSELTON LICENCE PLATES</u>			
(Not applicable to plates sold at Auction)			
City of Busselton plates (aluminium)	509.09	509.09	560.00
Dunsborough plates (polycarbonate)	509.09	509.09	560.00
Yallingup plates (polycarbonate)	509.09	509.09	560.00
<u>Major Projects</u>			
Consultancy charge out rates subject to Contract negotiation where applicable			
Project Manager Advisor	150.00	154.55	170.00
Chief Executive Officer	220.00	227.27	250.00
Cultural Planner	75.00	77.27	85.00
Strategic Planner	75.00	77.27	85.00
Finance Officer	65.00	67.27	74.00
Administration Officer	65.00	67.27	74.00
Charge-out rates: City staff undertaking consultancy/ contract work for other local government authorities			
- Manager Level	154.55	159.09	175.00
- Co-ordinator Level	118.18	122.73	135.00
- Technical Officer Level	104.55	109.09	120.00
<u>PLANNING & DEVELOPMENT SERVICES</u>			
<u>BUILDING RELATED FEES</u>			
Fees for building services listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012	As per the maximum fee listed in Schedule 2, Building Regulations 2012
<u>R-Codes Assessment</u>			
Rcodes variation applications	Planning application fee as per Schedule 2	Planning application fee as per Schedule 2	Planning application fee as per Schedule 2
Planning application consultation (R Code variations)	114.00	118.00	118.00
<u>Demolition Licence</u>			

Performance Bond - site clean-up and verge bond	392.00	420.00	420.00
<u>Building Plan Searches and Research Fee</u>			
Building under construction	72.00	75.00	75.00
Old Archive (Stored at Depot) - under 15 years	108.00	112.00	112.00
Old Archive (Stored at Depot) - over 15 years	142.00	147.00	147.00
Provide copy of Housing Indemnity Insurance Policy	72.00	75.00	75.00
Site Plans	56.00	58.00	58.00
<i>The above fees include the cost of copying up to ten A4 or A3 sheets or equivalent. Any further copies which be charged in accord with the adopted photocopy charges as detailed in this Schedule.</i>			
<u>Provision of Hard Copy of Approved Plans</u>			
A4 Photocopy	13.00	14.00	14.00
A3 Photocopy	16.00	17.00	17.00
<u>Computer Plotting (full colour) per sheet</u>			
A4 Sheet	27.00	30.00	30.00
A3 Sheet	32.00	35.00	35.00
A2 Sheet	42.00	45.00	45.00
A1 Sheet	65.00	68.00	68.00
<u>Building Inspection and Reports</u>			
Building inspection and report preparation (relocated dwelling or similar)	457.27	472.73	520.00
Strata inspection fee - First inspection free. Fee applies to subsequent inspections.	142.73	147.27	162.00
Property Inspection and Report Preparation	427.27	441.82	486.00
Building Call Out Fee. Fee applies where work for which an inspection is requested, was not ready for inspection.	142.73	147.27	162.00
Weekend Call Out Fee - per hour (calculated as a minimum of one hour)	118.18	122.73	135.00
Pool inspection fee on sale of property (if more than 1 year from scheduled inspection)	142.73	147.27	162.00
Building and Pool re-inspection fee for noncompliance.	142.73	147.27	162.00
<u>Subscription for Building Lists</u>			
Annual (supplied monthly) - per annum fee	262.00	272.00	272.00
One Monthly Subscription only - per month fee	44.00	46.00	46.00
<u>Building certificates and written advice (Building Act 2011)</u>			
Certificate of design compliance for class 2-9 buildings construction value up to \$2M	0.09% of the GST inclusive estimated value of works, with a minimum of \$262; plus GST.	0.09% of the GST inclusive estimated value of works, with a minimum of \$262; plus GST.	0.09% of the GST inclusive estimated value of works, with a minimum of \$262; plus GST.

Certificate of design compliance for class 2-9 buildings construction value more than \$2M	\$1,800, plus 0.07% of the GST inclusive estimated value of works for every \$ over \$2M; plus GST.	\$1,800, plus 0.07% of the GST inclusive estimated value of works for every \$ over \$2M; plus GST.	\$1,800, plus 0.07% of the GST inclusive estimated value of works for every \$ over \$2M; plus GST.
Certificate of Construction/ Building Compliance	Hourly fee of \$125, minimum of \$262 plus GST	Hourly fee of \$125, minimum of \$262 plus GST	Hourly fee of \$125, minimum of \$262 plus GST
Provision of written advice confirming compliance with town planning and/or environmental health matters, and/or advising of town planning and environmental health requirements, prior to submissions of an application for issue of a building permit	66.36	68.18	75.00
<u>HEALTH RELATED FEES</u>			
<u>Food Premises Fees</u>			
Application for Registration/ Notification of Food Premises	60.00	62.00	62.00
Review of Registration/Notification of Food Premises	58.00	60.00	60.00
Transfer of Registration Fee	60.00	62.00	62.00
Inspection fee - Low Risk	89.00	92.00	92.00
Inspection fee - Medium Risk	190.00	196.50	196.50
Inspection fee - High Risk	190.00	196.50	196.50
Inspection fee - School Canteens	Exempt	0.00	0.00
Plans Assessment fee - small - residential	75.00	78.00	78.00
Plans Assessment fee	150.00	155.00	155.00
Plans Assessment fee - supermarkets or premises > 2 separate food outlets	229.00	240.00	240.00
Inspection of premises on request	167.00	173.00	173.00
Request for copy of condemnation certificate	78.00	80.00	80.00
Copy of Food Sampling Results Certificate	26.00	27.00	27.00
Temporary Food Business assessment fee (per occasion)	33.00	40.00	40.00
Temporary Food Business assessment fee (annual)	New	180.00	180.00
<u>Stallholders</u>			
Application for Stallholders Permit Fee/Renewal of Stallholder's Permit Fee/ Transfer of Stallholders Permit			
per occasion	30.00	31.00	31.00
Up to 3 months	40.00	41.50	41.50
6 months	60.00	62.00	62.00
12 months	120.00	125.00	125.00
Application for Transfer of Stallholder's Permit	30.00	31.00	31.00
<u>Traders</u>			
Application for Trader's Permit	60.00	62.00	62.00
Traders Permit Fee/Renewal of Trader's Permit Fee			
per occasion	50.00	52.00	52.00
Up to 1 month	100.00	105.00	105.00

1 - 3 months	200.00	210.00	210.00
6 months	400.00	415.00	415.00
12 months	800.00	830.00	830.00
<u>Commercial Trader's Permit (Trading at a designated 'Commercial Trader's Location' defined under 'Trading in Public Places Policy')</u>			
per site/year	1,500.00	1,550.00	1,550.00
Application for Transfer of Commercial Trader's Permit	200.00	210.00	210.00
<u>Outdoor Eating Facility</u>			
Application for Outdoor Eating Facility Permit	100.00	105.00	105.00
<u>Outdoor Eating Facility Permit Fee/Renewal of Outdoor Eating Facility Permit Fee</u>			
Minimum Outdoor Eating Facility Fee/ year - <10m2	50.00	52.00	52.00
Outdoor Eating Facility Fee/ year/ non liquor-licenced area - < 30m2	100.00	105.00	105.00
Outdoor Eating Facility Fee/ year/ non liquor-licenced area - > 30m2	250.00	260.00	260.00
Outdoor Eating Facility Fee/ year/ Liquor-licenced area - < 30m2	300.00	310.00	310.00
Outdoor Eating Facility Fee/ year/ Liquor-licenced area - > 30m2	500.00	518.00	518.00
Application for Transfer of Outdoor Eating Facility Permit	100.00	105.00	105.00
<u>Street Entertainers</u>			
Application for Street Entertainer Permit Fee/Renewal of Street Entertainer Permit Fee	0.00	0.00	0.00
<u>Public Building Fees</u>			
The maximum "Statutory" fee for consideration of an application for approval is \$832 (inc GST)			
< 500 persons	150.00	155.00	155.00
500 - 999 persons	204.00	210.00	210.00
1,000 - 2,999 persons	406.00	420.00	420.00
3,000 - 4,999 persons	677.00	700.00	700.00
> 5,000 persons	792.00	820.00	820.00
Public Building Inspection Fee (including events)	101.00	105.00	105.00
<u>Water Sampling Fee</u>			
Chemical Swimming Pool sample	13.00	14.00	14.00
Micro/ Amoeba Swimming Pool Sample	33.00	34.00	34.00
Private Water Supply Sampling Fee	70.00	72.00	72.00
<u>Park Home, Annexe & Miscellaneous Caravan Park Fees</u>			
Application for Approval of Park Home	225.00	233.00	233.00
Application for Approval of Annexe	225.00	233.00	233.00
Application for approval of other Buildings, Carports, Pergolas and Storage Sheds	225.00	233.00	233.00
<u>Animal Registration Fees</u>			
Application for Registration of Stable	82.00	84.00	84.00
Application to Renew Registration of Stable	48.00	50.00	50.00
Application to Transfer Registration of Stable	24.00	25.00	25.00

Application for Registration of premises to keep pigeons	82.00	84.00	84.00
Application for renewal of Registration to Keep Pigeons	48.00	50.00	50.00
<u>Lodging House Registration Fees</u>			
Application for Registration of Lodging House - less than 15 lodgers	342.00	354.00	354.00
Renewal of Registration of Lodging House - less than 15 lodgers	228.00	236.00	236.00
Application for Registration of Lodging House - 15 or more lodgers	489.00	506.00	506.00
Renewal of Registration of Lodging House - 15 or more lodgers	326.00	338.00	338.00
<u>Temporary Accommodation Approval Fees</u>			
Application for Approval to camp (Regulation 11 Caravan Parks & Camping Grounds Regulations 1997)	227.00	235.00	235.00
<u>Holiday Homes</u>			
Registration of Holiday Homes	342.00	354.00	354.00
Renewal of Holiday Homes Registration	228.00	236.00	236.00
Application to replace manager	31.00	32.00	32.00
<u>Effluent Disposal Fee</u>			
Request for re-inspection	119.00	123.00	123.00
Local Government Report	247.00	255.00	255.00
Copy of Approval - Apparatus for Treatment of Sewage	109.00	113.00	113.00
<u>Noise Monitoring Fees</u>			
The maximum "Statutory" fee for consideration of a Regulation 18 application for approval is \$1000 (inc GST)			
<500 persons	200.00	207.00	207.00
500 - 1,000 persons and 1 performing area only	500.00	518.00	518.00
500 - 1,000 persons and 2 or more performing areas	800.00	828.00	828.00
>1,000 persons and 1 performing area only	800.00	828.00	828.00
>1,000 persons and 2 or more performing areas	1,000.00	1,000.00	1,000.00
Noise monitoring fee - per hour	120.00	125.00	125.00
Noise Monitoring Report	250.00	260.00	260.00
<u>General Fees</u>			
Request for a Section 39 Liquor Licence Certificate	184.00	190.00	190.00
Premises Plan Assessment Fee - miscellaneous	150.00	155.00	155.00
Request for Inspection of Premises - miscellaneous	167.00	173.00	173.00
Request for Premises Inspection Report	148.00	153.00	153.00
Reports to Settlement agents	100.00	103.00	103.00
Copy of Certificate of analysis	26.00	27.00	27.00
<u>TOWN PLANNING RELATED FEES</u>			

Fees for planning services listed in the Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009	As per the maximum fee listed in Schedule 2, Planning and Development Regulations 2009
<u>Miscellaneous Planning Consent Applications</u>			
Provision of written advice confirming compliance with town planning and/or environmental health matters, and/or advising of town planning and environmental health requirements, prior to submissions of an application (per hour charge).	73.00	75.00	75.00
Research Fee for Planning Information (per hour charge)	98.00	101.00	101.00
Certificate of Local Planning Authority (or Local Government Authority where appropriate)	138.00	142.00	142.00
Extension of term of approval, approval of modified plans or reconsideration of conditions of approval where application is received more than 28 days from the date of the original decision (no fees are payable where application received within 28 days)	20% of the planning application fee that would apply to a new application, with the minimum fee being the fee payable for an application for planning consent.	20% of the planning application fee that would apply to a new application, with the minimum fee being the fee payable for an application for planning consent.	20% of the planning application fee that would apply to a new application, with the minimum fee being the fee payable for an application for planning consent.
Reconsideration of decision to refuse application for planning consent where application is received more than 28 days from the date of the original decision (no fees are payable where application received within 28 days)	40% of the planning application fee that would apply to a new application, with the minimum fee being the fee payable for an application for planning consent.	40% of the planning application fee that would apply to a new application, with the minimum fee being the fee payable for an application for planning consent.	40% of the planning application fee that would apply to a new application, with the minimum fee being the fee payable for an application for planning consent.
Assessment of plans or detailed documents required pursuant to a DGP, DAP or site-specific zoning provisions prior to development or subdivision.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009, plus GST.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009, plus GST.	Planning application fee as per Schedule 2 Planning and Development Regulations 2009, plus GST.
Permit to use (waived on the first callout or inspection)	152.00	158.00	158.00
Permit to commence (waived on the first callout or inspection)	152.00	158.00	158.00
Landgate Search	Cost plus 30%	Cost plus 30%	Cost plus 30%

Rcodes variation applications	Planning application fee as per Schedule 2 Planning and Development Regulations 2009	Planning application fee as per Schedule 2 Planning and Development Regulations 2009	Planning application fee as per Schedule 2 Planning and Development Regulations 2009
Agency referral fee (in addition to application fee)	115.00	118.00	118.00
Planning application consultation - neighbour and agency only (in addition to application fee)	120.00	114.00	114.00
Planning application consultation - requiring public advertising (in addition to application fee)	350.00	372.00	372.00
Applications for planning approval when required ONLY due to inclusion of property on adopted Heritage List	Full Fee Waiver (\$0)	Full Fee Waiver (\$0)	Full Fee Waiver (\$0)
<u>Provision of Hard Copy of Approved Plans</u>			
A4 Photocopy	13.00	14.00	14.00
A3 Photocopy	16.00	17.00	17.00
<u>Computer Plotting (full colour) per sheet</u>			
A4 Sheet	27.00	30.00	30.00
A3 Sheet	32.00	35.00	35.00
A2 Sheet	42.00	45.00	45.00
A1 Sheet	65.00	68.00	68.00
<u>Legal Agreements</u>			
Planning & Building Agreement Preparation Fees	At cost plus GST	At cost plus GST	At cost plus GST
Planning & Building Agreement Preparation Fees - External	At cost plus GST	At cost plus GST	At cost plus GST
<u>RANGER & FIRE SERVICE RELATED FEES</u>			
<u>ANIMAL CONTROL</u>			
Registration tag re-issue	Nil	Nil	Nil
Other LGA Registration transfer - Dogs & Cats	Nil	Nil	Nil
<u>Cat/ Dog Traps</u>			
Cat/Dog Trap refundable deposit when requesting trap	98.00	100.00	100.00
<u>IMPOUNDING FEES - ANIMALS</u>			
<u>Impounding Fees - Dogs</u>			
Dog - Animal Facility Administration Fee	164.00	170.00	170.00
Sustenance Fees for first 72 hours	0.00	0.00	0.00
Sustenance Fees per day after 72 hours	27.00	28.00	28.00
<u>Impounding Fees - Cats</u>			
Cat Impoundment Fee	164.00	170.00	170.00
Sustenance Fees for first 72 hours	0.00	0.00	0.00
Sustenance Fees per day after 72 hours	27.00	28.00	28.00
<u>Ranger Fees to impound stock</u>			

Stock (1) to include entire horses, mules, asses, camels, bulls or boars, per head			
- if impounded after 6am & before 6pm	105.00	109.00	109.00
- if impounded after 6pm and before 6am	128.00	132.50	132.50
Stock (2) to include mares, gelding, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs - per head			
- if impounded after 6am & before 6pm	105.00	109.00	109.00
- if impounded after 6pm and before 6am	128.00	132.50	132.50
Stock (3) to include wethers, ewes, lambs, goats - per head			
- if impounded after 6am & before 6pm	77.00	80.00	80.00
- if impounded after 6pm and before 6am	99.00	102.50	102.50
<u>Stock Poundage Fee</u>			
Stock (1) to include entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years - per head			
- First 24 hours or part	25.00	26.00	26.00
- Subsequently each 24 hours or part	15.00	15.50	15.50
Stock (2) to include entire horses, mules, asses, camels, bulls or boars under age of 2 years - per head			
- First 24 hours or part	25.00	26.00	26.00
- Subsequently each 24 hours or part	15.00	15.50	15.50
Stock (3) to include mares, gelding, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs - per head			
- First 24 hours or part	25.00	26.00	26.00
- Subsequently each 24 hours or part	15.00	15.50	15.50
Stock (4) to include wethers, ewes, lambs, goats - per head			
- First 24 hours or part	25.00	26.00	26.00
- Subsequently each 24 hours or part	15.00	15.50	15.50
<i>No charge is payable in respect of a suckling animal under the age of 6 months running with its mother</i>			
<u>Sustenance of Impounded Stock</u>			
Stock (1) to include entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years - per head			
- For each 24 hours or part	13.00	13.50	13.50
Stock (2) pigs of any description - per head			
- For each 24 hours or part	13.00	13.50	13.50
Stock (3) rams, wethers, ewes, lambs or goats per head			
- For each 24 hours or part	13.00	13.50	13.50
<i>No charge is payable in respect of a suckling animal under the age of 6 months running with its mother</i>			
<u>IMPOUNDING FEES - OTHER</u>			

<u>Signs</u>			
Portable Signs	69.00	71.50	71.50
Fixed Sign	130.00	135.00	135.00
<u>Motor Vehicles</u>			
Impounded Motor Vehicle - per vehicle	120.00	124.50	124.50
Daily Impoundment Fee	25.00	26.00	26.00
Impounded Motor Vehicle Towing Fee - at cost	At Cost	At Cost	At Cost
<u>Shopping Trolleys</u>			
Impounded Shopping Trolley - per trolley	66.00	68.50	68.50
<u>RANGER & FIRE SERVICES - ADMIN COSTS</u>			
Ranger time per hour	118.18	122.45	134.70
Ranger travelling costs (mileage): per kilometre	1.18	1.22	1.34
<u>RANGER & FIRE SERVICES - MISCELLANEOUS</u>			
Application for permit for portable sign	200.00	207.00	207.00
Application for permit pursuant to Thoroughfares Local Law where no fee otherwise identified	300.00	310.00	310.00
Application for Temporary Parking Permit - (per day or part thereof)	32.00	33.00	33.00
Application for beach/reserve vehicle access permit - per day	11.00	11.50	11.50
Application for beach/reserve vehicle access permit - annual permit	148.00	153.00	153.00
Application for beach/reserve vehicle access permit - renewal of annual permit	99.00	104.00	104.00
Application for beach/reserve vehicle access permit - transfer of annual permit	80	83.00	83.00
Dog disposal / rehousing fee: voluntary surrender by owner: fee per dog	125.00	129.00	129.00
Fire Hazard Clearing			
- Administration Fee	123.00	127.00	127.00
- Contractors Fee: actual cost	At Cost	At Cost Plus GST	At Cost Plus GST
<u>MEELUP REGIONAL PARK</u>			
<u>Competitor Charges</u>			
Trail events - per competitor For events and activities including mountain biking, off road running, off road triathlon, adventure race.	2.73	2.82	3.10
Site based events - per patron/competitor Charge or fee is imposed on patrons/competitors attending the event and or activity but excluding leavers activities	3.64	3.77	4.15
<u>Event Bonds</u>			
Category 1 (< 500 patrons)	New	2,500.00	2,500.00
Category 2 (500 - 2,500 patrons)	New	5,000.00	5,000.00
Category 3 (> 2,500 patrons)	New	10,000.00	10,000.00

<u>Brochure</u>			
Wildflowers Brochure	2.27	2.27	2.50
<u>ENGINEERING & WORKS SERVICES</u>			
<u>MISCELLANEOUS</u>			
<u>Reinstatements/ Private Works</u>			
Road reserves charge for reinstatement of road reserves is the full cost plus profit margin as per Policy	Cost plus 30% plus GST	Cost plus 30% plus GST	Cost plus 30% plus GST
Private works charge for works requested to be undertaken by City resources is the full cost plus profit margin as per Policy	Cost plus 30% plus GST	Cost plus 30% plus GST	Cost plus 30% plus GST
<u>Other crossing place related services</u>			
Saw cutting & removal of kerbing/ m (minimum charge \$100)	Cost plus 30% plus GST	Cost plus 30% plus GST	Cost plus 30% plus GST
Concrete apron for brick paved crossovers/ m	Cost plus 30% plus GST	Cost plus 30% plus GST	Cost plus 30% plus GST
Spray seal pothole repairs/m2 (minimum charge \$100)	Cost plus 30% plus GST	Cost plus 30% plus GST	Cost plus 30% plus GST
Asphalt pothole repairs/m2 (minimum charge \$100)	Cost plus 30% plus GST	Cost plus 30% plus GST	Cost plus 30% plus GST
<u>Outstanding Works Bond determined by the Chief Executive Officer</u>			
If the number of work items outstanding < 5	Value + 50%	Value + 50%	Value + 50%
If the number of work items outstanding =/> 5	Value + 100%	Value + 100%	Value + 100%
<u>Subdivision Works - Maintenance Bonds</u>			
% of Total value of all Works: held for 12 months from practical completion and until all items are satisfactorily completed			
0 -100,000	5%	5%	5%
100,000 - 200,000	4%	4%	4%
200,000 - 400,000	3.5%	3.5%	3.5%
400,000 - 600,000	3%	3%	3%
over 600,000	2.5%	2.5%	2.5%
<u>ROAD/ TRAFFIC RELATED FEES</u>			
<u>Closure of Roads/ Rights of way/ Public Access Ways</u>			
Road closure Fees (includes administration and advertising)	720.00	745.00	745.00
*Road Closure Application Approval - one off events	72.00	75.00	75.00
Advertising Fee for road issue or works	430.00	445.00	445.00
Road dedication (including advertising and administration)	654.00	677.00	677.00
Legal Fees for road indemnification (document preparation & execution)	710.00	735.00	735.00
<u>Road openings - Works by Contractors</u>			
Application Fee - Trenching and/ or boring on roads and reserves	307.00	318.00	318.00
Administration/Inspection Fee - Road Opening or Underground Boring	74.00	77.00	77.00

Refundable Security Deposit			
Road opening/ m2 (minimum \$250)	105.00	109.00	109.00
- Under road boring	283.00	293.00	293.00
Performance Bond relating to Road Opening & reinstatement by Contractor / m2 (minimum fee \$250)	135.00	140.00	140.00
<u>Exploration Drilling Licence - District Roads/ Reserves</u>			
1-5 holes	279.00	289.00	289.00
6-10 holes	417.00	432.00	432.00
11-30 holes	848.00	878.00	878.00
31-100 holes	1,503.00	1,556.00	1,556.00
more than 100 holes	2,147.00	2,222.00	2,222.00
<i>Bond payable is determined to be equal to the Licence Fee payable</i>			
<u>Traffic Management</u>			
Traffic Count Data - fee per site recording (existing data)	64.00	66.00	66.00
*Traffic Management Plan - Applications	143.00	148.00	148.00
<u>Heavy Haulage Condition Requests</u>			
1-100 Trips per year	143.00	148.00	148.00
>100 Trips per year (extra cost due to Assessment that includes/ requires Council Approval)	710.00	735.00	735.00
<u>Directional Signs for Tourist Attractions and Services</u>			
Application Fee - per application	104.00	108.00	108.00
Annual Licence Fee - per blade	32.00	33.00	33.00
CAT1 and CAT1A - installation per blade	204.55	211.82	233.00
CAT2 and CAT 3 signs - installation per blade	568.18	588.18	647.00
Entrance sign per blade	600.91	621.82	684.00
<u>SUBDIVISION RELATED FEES</u>			
<u>Subdivision Supervision Fees</u>			
<i>Supervision Fee - % of total value of all road & drainage works, other than future lots.</i>			
Consulting Engineer and Clerk of Works fully supervises	1.50%	1.50%	1.50%
Consulting Engineer with no Clerk of Works	3.00%	3.00%	3.00%
Outstanding Works Supervision fees	1,130.00	1,170.00	1,170.00
<u>Early Subdivision Clearance</u>			
Application Fee	615.00	637.00	637.00
Early Subdivision Clearance Fee - % of total value of all outstanding works or minimum plus GST	2.5% or min \$5,016	2.5% or min \$5,016	2.5% or min \$5,016
<u>MISCELLANEOUS FEES</u>			
Gate Permits (per 5 years)	143.00	148.00	148.00
LGA Gate Permits - Application Fee	56.00	58.00	58.00
<u>Road Traffic Warning Signs</u>			
Set of 2 signs, posts and installation	522.73	540.91	595.00

Application Approval Fee	119.00	123.00	123.00
General Sign Works (repair and/or replacement)	Cost plus 30% plus GST	Cost plus 30% plus GST	Cost plus 30% plus GST
Fireworks Application Approval Fee (per application)	124.00	128.00	128.00
<u>WASTE DISPOSAL AND SANITATION FEES</u>			
<u>DOMESTIC WASTE (BUSSELTON AND DUNSBOROUGH)</u>			
<u>General Domestic Waste (Sorted and Separated)</u>			
Wheelie Bins (per bin)	1.82	1.82	2.00
Cars (Sedans) - without tray or trailer	3.64	3.64	4.00
Utes, vans, station wagons, 4WD, crew cab or trailers (6 x 4)	7.27	7.27	8.00
Trailers (over 6 x 4)	13.64	13.64	15.00
Car Trailers with Sides (Cost plus Trailer)	3.64	3.64	4.00
<i>Vehicles containing both general and green waste will be charged for both items if the waste is not separated</i>			
<u>Domestic Bricks and Concrete</u>			
Loads smaller than trailer	2.73	2.73	3.00
Utes, vans, station wagons, 4WD, crew cabs or trailers (6x4)	5.45	5.45	6.00
Car Trailers (over 6 x 4)	10.91	10.91	12.00
<u>Clean Green Domestic Waste</u>			
Domestic grass clippings and sawdust	1.82	1.82	2.00
Wheelie Bins (per bin)	1.82	1.82	2.00
Cars (Sedans) - without tray or trailer (including domestic grass clippings and sawdust)	3.64	3.64	4.00
Utes, vans, station wagons, 4WD, crewcab or trailers (6x4)	5.45	5.45	6.00
Trailers (over 6 x 4)	10.91	10.91	12.00
<i>* Larger vehicles attract commercial rates</i>			
<u>Unsorted Domestic Waste (Mixed Waste Containing Recyclable Material)</u>			
Utes, vans or trailers (not exceeding 6 x 4)	18.18	18.18	20.00
Trailers exceeding 6 x 4	36.36	36.36	40.00
<u>Miscellaneous Domestic Charges</u>			
Electronic Waste	Nil	Nil	Nil
Clean cardboard and paper	Nil	Nil	Nil
Glass bottles and jars	Nil	Nil	Nil
Kerbside Recyclables	Nil	Nil	Nil
Car bodies, trailers, small boats etc.	Nil	Nil	Nil
Truck bodies, large equipment	Nil	Nil	Nil
Gas bottles (per bottle)	Nil	Nil	Nil
Oil	Nil	Nil	Nil
Oily water (per litre) - must be marked on drum	Nil	Nil	Nil
Sale of Mulch - per m3 (self load)	Nil	Nil	Nil
Fridges and Freezers	Nil	Nil	Nil
Car/ light truck tyres - per tyre	6.36	6.36	7.00

Truck/ tractor tyres - per tyre	13.64	13.64	15.00
Bicycle/Motorcycle tyres - per tyre	1.82	1.82	2.00
Native Animals (Eg. Kangaroo's / Possums)	Nil	Nil	Nil
Small Animals (less than 50kg)	37.73	37.73	41.50
Medium Animals (50kg - 100kg)	118.18	118.18	130.00
Large Animals (+100kg)	245.45	245.45	270.00
Sale of grass clippings (per m3)	0.91	0.91	1.00
Rental space for skip bins at waste facilities (per bin per week)	6.36	6.36	7.00
Mattresses (each)	3.64	3.64	4.00
<u>BUSSELTON COMMERCIAL</u>			
<i>Note: Busseton does not accept any commercial waste other than clean green waste and miscellaneous recyclable items as listed below.</i>			
<u>Green Waste (clean)</u>			
Lawn clippings - commercial only	1.82	1.82	2.00
Commercial waste transported by car, utility, van or trailer (6 x 4)	5.45	5.45	6.00
All commercial trailers exceeding 6 x 4	10.91	10.91	12.00
Trucks up to 2 tonnes/ Bulk Bins under 3m3	30.00	31.82	35.00
Trucks up to 4 tonnes/ Bulk bins 3m3 to under 6m3	44.55	45.45	50.00
Trucks up to 8 tonnes/ Bulk bins 6m3 to under 10m3	64.55	68.18	75.00
Trucks over 8 tonnes/ Bulk bins 10m3 to under 20m3	87.27	90.91	100.00
Articulated vehicles/ Bulk bins 20m3 and over	147.27	152.73	168.00
<u>Miscellaneous Commercial Charges</u>			
Sale of Mulch -per m3 (self load)	9.09	9.09	10.00
Commercial electronic waste (per item)	7.27	7.27	8.00
Commercial fridges	4.55	4.55	5.00
Commercial cardboard (Utes, vans, station wagons, 4WD, crew cab, trailer)	7.27	7.27	8.00
Commercial cardboard (truck)	15.45	16.36	18.00
<u>DUNSBOROUGH COMMERCIAL</u>			
<u>COMMERCIAL WASTE WITH WEIGHBRIDGE</u>			
General waste including contaminated green waste - per 100kg	5.09	5.27	5.80
Construction and Demolition Waste - per 100kg	5.09	5.27	5.80
Building and construction (unseparated) waste - per 100kg	5.09	5.27	5.80
*Green waste (clean) - per 100kg	2.82	2.91	3.20
Liquid Waste - per 100kg	4.73	4.91	5.40
*Bricks and concrete - per 100kg	2.73	2.82	3.10
Asbestos - per 100kg	11.36	11.82	13.00
*Clean fill	Nil	Nil	Nil
** Minimum weighbridge charge	22.73	23.64	26.00
<i>*Site staff have the authority to make any decision regarding bricks and concrete, clean fill or green waste contamination. If this waste is considered contaminated the higher general waste disposal fee will be charged.</i>			
<i>** The minimum weighbridge charge applies to all loads of asbestos, whether domestic or commercial, and all commercial waste larger than a ute, van, 6 x 4 trailer.</i>			
<u>COMMERCIAL WASTE (WEIGHBRIDGE UNAVAILABLE)</u>			

<i>Note: Commercial waste is only accepted at Dunsborough. The below fees are only required should, for any reason, the weighbridge be inoperable.</i>			
<u>General Waste, Building and Construction unseparated Waste</u>			
Commercial General Waste (Sorted and Separated, 6x4 trailer)	10.91	11.27	12.40
Commercial General Waste (Sorted and Separated, Over 6x4 trailer)	22.73	23.64	26.00
Commercial General Waste (Unsorted, Containing Recyclables, 6x4 trailer)	22.73	23.64	26.00
Commercial General Waste (Unsorted, Containing Recyclables, Over 6x4 trailer)	45.45	47.27	52.00
Trucks up to 2 tonnes/ Bulk Bins under 3m3	54.55	56.36	62.00
Trucks up to 4 tonnes/ Bulk bins 3m3 to under 6m3	72.73	75.45	83.00
Trucks up to 8 tonnes/ Bulk bins 6m3 to under 10m3	100.00	103.64	114.00
Trucks over 8 tonnes/ Bulk bins 10m3 to under 20m3	136.36	140.91	155.00
Articulated vehicles/ Bulk bins 20m3 and over	245.45	254.55	280.00
Compactor vehicles - load capacity not exceeding 3m3	109.09	112.73	124.00
Compactor vehicles - load capacity over 3m3	127.27	131.82	145.00
Each additional m3 over 3m3	7.27	7.27	8.00
<u>Green Waste (clean)</u>			
Lawn clippings/ sawdust (all vehicles/ trailers)	1.82	1.82	2.00
Commercial waste transported by car, utility, van or trailer (6 x 4)	5.45	5.45	6.00
All commercial trailers exceeding 6 x 4	10.91	10.91	12.00
Trucks up to 2 tonnes/ Bulk Bins under 3m3	30.00	30.91	34.00
Trucks up to 4 tonnes/ Bulk bins 3m3 to under 6m3	44.55	46.36	51.00
Trucks up to 8 tonnes/ Bulk bins 6m3 to under 10m3	64.55	67.27	74.00
Trucks over 8 tonnes/ Bulk bins 10m3 to under 20m3	87.27	90.91	100.00
Articulated vehicles/ Bulk bins 20m3 and over	147.27	152.73	168.00
<u>Bricks and Concrete (uncontaminated) - Dunsborough only</u>			
Commercial waste transported by car, utility, van or trailer (6 x 4)	5.45	5.45	6.00
All commercial trailers exceeding 6 x 4	10.91	10.91	12.00
Trucks up to 2 tonnes/ Bulk Bins under 3m3	40.00	41.82	46.00
Trucks up to 4 tonnes/ Bulk bins 3m3 to under 6m3	53.64	55.45	61.00
Trucks up to 8 tonnes/ Bulk bins 6m3 to under 10m3	73.64	76.36	84.00
Trucks over 8 tonnes/ Bulk bins 10m3 to under 20m3	117.27	121.82	134.00
Articulated vehicles/ Bulk bins 20m3 and over	193.64	200.00	220.00
<u>Other Commercial Waste - Dunsborough Only</u>			
Liquid Waste/ Sewage - per kl	47.27	49.09	54.00
Asbestos (per m3)	100.00	103.64	114.00
Special burials (per m3) - prescribed items/ per cubic metre: Asbestos waste, fibreglass insulation and any other waste listed from time to time by the Principal Environmental Health Officer (Medical Waste not accepted)	100.00	103.64	114.00
Timber (demolition or new). Must be milled, uncontaminated and untreated. Acceptance is at the discretion of disposal site attendants and the City may refuse to accept timber.	Nil	Nil	Nil

<u>Bin Hire Charges</u>			
Charge per 240L bin on the condition that bins are collected, emptied, cleaned and returned by the hirer	9.09	9.09	10.00
Charge per 240L lost or damaged bin	113.64	118.18	130.00
<u>FINANCE & CORPORATE SERVICES</u>			
<u>ADMINISTRATION/ MISCELLANEOUS FEES</u>			
<u>Photocopying Charges</u>			
A4 Sheet	0.18	0.23	0.25
A3 Sheet	2.00	2.09	2.30
<u>RATES & FINANCE CHARGES</u>			
<u>Rates/ Property Related Matters</u>			
Ownership Listings - per search	10.00	10.00	10.00
Ownership listings - per locality	17.00	18.00	18.00
Archive Rate Searches - stored at depot	70.00	72.00	72.00
Additional copy of rates notice upon request	16.00	17.00	17.00
Statement of Rates (rates, orders and requisitions)	22.00	23.00	23.00
Payment Arrangement Administration Fee	25.00	26.00	26.00
<u>Loan Raising Fees</u>			
Loan Establishment Fee	563.64	583.64	642.00
<u>MAPPING & PROPERTY INFORMATION</u>			
<u>GIS Mapping and Property Information</u>			
<u>Computer Plotting (Full Colour)</u>			
A4 Sheet	27.00	28.00	28.00
A3 Sheet	32.00	33.00	33.00
A2 Sheet	40.00	42.00	42.00
A1 Sheet	65.00	68.00	68.00
A0 Sheet	76.00	79.00	79.00
<u>Special Mapping</u>			
<u>Provision of printed maps</u>			
Per hour charge	76.00	79.00	79.00
*Printing costs (as per Computer Plotting fees above)			
*Minimum charge of \$70 (inc GST)			
<u>Provision of maps in PDF/ Image form</u>			
Per hour charge	76.00	79.00	79.00
Per PDF or image	24.00	25.00	25.00
*Minimum charge of \$70 (inc GST)			
<u>Aerial Photographs</u>			
A1 - Normal Paper	83.00	86.00	86.00
A1 - Quality Paper	164.00	170.00	170.00
A2 - Normal Paper	68.00	70.00	70.00
A2 - Quality Paper	133.00	138.00	138.00

A3 - Normal Paper	45.00	47.00	47.00
A3 - Quality Paper	83.00	86.00	86.00
A4 - Normal Paper	32.00	33.00	33.00
A4 - Quality Paper	52.00	54.00	54.00
District Town Planning Scheme - Digital Format	380.00	393.00	393.00
Electronic Extraction Fee	88.00	91.00	91.00
<u>Town Planning Scheme No.20</u>			
Scheme Text	103.00	107.00	107.00
A1 Size -			
Per Sheet	65.00	68.00	68.00
Per Full Set (includes full set maps & text)	1,234.00	1,277.00	1,277.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,682.00	1,740.00	1,740.00
Annual Renewal charge for Scheme Package	1,234.00	1,277.00	1,277.00
A2 Size -			
Per Sheet	39.00	41.00	41.00
Per Full Set (includes full set maps & text)	786.00	814.00	814.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	1,065.00	1,102.00	1,102.00
Annual Renewal charge for Scheme Package	798.00	826.00	826.00
A3 Size -			
Per Sheet	32.00	33.00	33.00
Per Full Set (includes full set maps & text)	648.00	671.00	671.00
Scheme Package (includes full set maps, text & quarterly amendment updates)	875.00	906.00	906.00
Annual Renewal charge for Scheme Package	648.00	671.00	671.00
<u>CEMETERY FEES</u>			
<u>Land Grant for Right of Burial</u>			
Grant of Right of Burial: Ordinary land for grave 2m x 1.2m where directed (25 years)	1,980.00	2,050.00	2,050.00
Renewal of Grant of Right of Burial : Ordinary land for grave (additional 25 years). Requires proof of Grant Holder's rights	1,980.00	2,050.00	2,050.00
Pre-purchased Grant of Right of Burial: Ordinary land for grave 2m x 1.2m where directed (25 years)	2,180.00	2,260.00	2,260.00
Reservation of specific site: ordinary land (excludes lawn cemetery) in addition to Pre-purchase Grant of Right Of Burial	372.73	386.36	425.00
<u>Burial Charge</u>			
Burial in standard grave to any depth to 2.1m (includes registration and number plate)	1,000.00	1,036.36	1,140.00
Burial in non-standard (oversize) denominational or non-denominational grave - Additional cost per 30cm deeper or wider	90.91	95.45	105.00

Re-open and second burial in standard (2m x 1.2m) denominational or non-denominational grave - Requires proof of Grant Holder's rights	1,000.00	1,036.36	1,140.00
Re-open and second burial in non-standard (oversize) denominational or non-denominational grave - Additional cost per 30cm deeper or wider	90.91	95.45	105.00
Construction of Vault (Does not include building application fees)	At cost plus GST	At cost plus GST	At cost plus GST
Vault Grant of Right of Burial	1,200.00	1,245.00	1,245.00
Vault Interment Fee (each)	945.45	981.82	1,080.00
Vault maintenance fee (annual)	127.27	131.82	145.00
Burial per crypt in mausoleum	872.73	904.55	995.00
Interment of a stillborn child (not to be re-opened for joint burial)	263.64	277.27	305.00
Interment of a child up to 12 years old (not to be reopened for joint burial)	500.00	518.18	570.00
Removal of Headstone (Restrictions apply)	381.82	395.45	435.00
<u>Exhumation</u>			
Re-opening grave for exhumation	1,945.45	2,013.64	2,215.00
Re-interment in new or same grave after exhumation (including registration and number plate) - Other fees may apply	1,000.00	1,036.36	1,140.00
<u>Interment of Ashes</u>			
Grant of Right of Burial: Interment of ashes in designate place (perpetual)	240.00	250.00	250.00
Interment of ashes in NICHE WALL - SINGLE placement	400.00	418.18	460.00
interment of ashes in NICHE WALL - DOUBLE (includes first placement)	509.09	527.27	580.00
Interment of ashes in NICHE WALL - SIDE BY SIDE (includes first placement)	509.09	527.27	580.00
Interment of ashes in EXISTING GRAVE - Placement fee only (Assumes current Grant of Right of Burial. If not current, other fees will apply)	318.18	331.82	365.00
Interment of ashes in ROSE GARDEN (includes first placement) - Space for 2 placements	554.55	577.27	635.00
Interment of ashes in NATIVE GARDEN (includes first placement) - Space for 2 placements	554.55	577.27	635.00
Interment of ashes in MEMORIAL DRIVE (includes first placement) Space for 4 Placements	609.09	631.82	695.00
Interment of ashes in 2-PLOT CONTEMPLATION GARDEN (includes first placement)	554.55	577.27	635.00

Interment of ashes in 4-PLOT CONTEMPLATION GARDEN (includes first placement)	736.36	763.64	840.00
Interment of ashes in CONTEMPLATION GARDEN over 4-plot (cost for each additional plot)	72.73	77.27	85.00
Pre-need purchase of Grant of Right of Burial for Ashes	270.00	280.00	280.00
Reservation of a designated place for ashes interment (includes first placement)	Plot(s) cost plus 10% plus GST	Plot(s) cost plus 10% plus GST	Plot(s) cost plus 10% plus GST
Interment of ashes - additional placement after first interment (Requires proof of Grant Holder's rights)	300.00	313.64	345.00
Interment of ashes for Stillborn CHILDREN'S GARDEN - Placement fee (no Grant of Right of Burial required)	263.64	277.27	305.00
Memorial Placement only CHILDREN'S GARDEN Placement fee (no Grant of Right of Burial required)	At cost plus GST	At cost plus GST	At cost plus GST
Memorial Placement BENCH SEATING (includes cost of bench, concrete footings, freight)	At cost plus GST	At cost plus GST	At cost plus GST
Memorial Placement BENCH SEATING INSTALLATION costs - Hourly rate	36.36	40.91	45.00
Interment of Ashes BENCH SEATING (includes first placement)	300.00	313.64	345.00
Memorial placement only elsewhere within the cemetery (location to be determined upon application) - SINGLE PLACEMENT	554.55	577.27	635.00
Plaques, vases and other monumental works.	At cost plus GST	At cost plus GST	At cost plus GST
Plinth (Small - concrete)	36.36	40.91	45.00
Plinth (Large - concrete)	54.55	59.09	65.00
Administration fee for purchase of plaques, plinths, vases and other monumental works (on product only)	10% of cost plus GST	10% of cost plus GST	10% of cost plus GST
Removal of ashes for return to Grant Holder (requires proof of Grant Holder rights)	263.64	277.27	305.00
Storage of cremated remains per month for remains held longer than 6 months	18.18	22.73	25.00
Positioning & affixing brass vase (if not a part of original placement)	63.64	68.18	75.00
<u>Miscellaneous Charges</u>			
Interment in open ground without due notice, not within usual hours and prescribed or on a Saturday, Sunday or Public Holiday (in addition to Interment costs) Restrictions Apply	863.64	895.45	985.00
Funeral Directors licence fee per annum	340.00	355.00	355.00
Single funeral permit (funeral directors only)	160.00	170.00	170.00
Single funeral permit (other than funeral directors)	400.00	415.00	415.00
Monumental Masons licence fee per annum	290.00	305.00	305.00
Single permit to erect a headstone or kerbing	120.00	125.00	125.00

Single permit to erect a monument	140.00	145.00	145.00
Copy of grant of burial	70.00	75.00	75.00
Refund Administration Fee	15% of original purchase price	15% of original purchase price	15% of original purchase price
<u>BUSSELTON COMMUNITY RESOURCE CENTRE</u>			
<u>Ground Floor Meeting Room (including courtyard)</u>			
Community - per half day/ evening	94.55	94.55	104.00
Community - per full day	177.27	177.27	195.00
Commercial -per half day/ evening	163.64	168.18	185.00
Commercial - per full day	300.00	309.09	340.00
<u>First Floor Meeting Room (half)</u>			
Community - per half day/ evening	70.91	70.91	78.00
Community - per full day	131.82	131.82	145.00
Commercial -per half day/ evening	118.18	122.73	135.00
Commercial - per full day	218.18	227.27	250.00
<u>First Floor Meeting Room (full)</u>			
Community - per half day/ evening	94.55	94.55	104.00
Community - per full day	177.27	177.27	195.00
Commercial -per half day/ evening	163.64	168.18	185.00
Commercial - per full day	300.00	309.09	340.00
<u>Other Charges</u>			
Facility Hire Bond	195.00	200.00	200.00
Security (swipe) card bond	100.00	100.00	100.00
Facility cancellation fee (< 1 weeks notice given)	20%	20%	20%
<u>COMMUNITY & COMMERCIAL SERVICES</u>			
<u>PROPERTY USAGE FEES & CHARGES:</u>			
<u>ONE-OFF EVENTS</u>			
<u>INDOOR COMMUNITY FACILITIES</u>			
<i>Bookings in excess of more than two (2) full days may receive a discount of 50% for the third (3rd) and subsequent days. A full day is charged at a minimum of 8 hours. Set-up and pack-up times will also be charged at a 50% reduced rate but only if required outside of the event date</i>			
<u>Bonds & Cancellations - All indoor facilities</u>			
Facility Hire Bond	185.00	185.00	185.00
Facility Cancellation Fee (< 1 weeks notice given)	20%	20%	20%
Key Bond (relates only to regular users)	100.00	100.00	100.00
<u>Churchill Park Hall</u>			

*Community - per hour	24.55	25.45	28.00
*Community with Food/Drink - per hour	28.18	29.09	32.00
Commercial - per hour	44.09	45.45	50.00
<u>Railway Station Hall & Carbanup Hall</u>			
*Community - per hour	14.55	15.00	16.50
*Community with Food/Drink - per hour	18.18	18.64	20.50
Commercial - per hour	31.36	32.27	35.50
<u>Busselton Youth & Community Centre</u>			
*Community Entire Centre - per hour	46.36	48.18	53.00
*Community with Food/Drink Entire Centre - per hour	55.45	57.27	63.00
Commercial Entire Centre - per hour	80.45	83.18	91.50
*Community Main Hall - per hour	24.55	25.45	28.00
*Community Main Hall with Food/Drinks - per hour	28.18	29.09	32.00
Commercial Main Hall - per hour	44.09	45.45	50.00
*Community Blue Room - per hour	21.82	22.73	25.00
*Community with Food/Drink Blue Room - per hour	25.45	26.36	29.00
Commercial Blue Room - per hour	36.36	37.73	41.50
<u>Other Halls</u>			
*Community - per hour	18.18	18.64	20.50
*Community with food/ drink - per hour	21.82	22.73	25.00
Commercial - per hour	35.00	36.36	40.00
<u>Other Hall Related Charges</u>			
Additional Cleaning Charges (as required)	307.73	318.64	350.50
<u>STAGING OF CONCERTS</u>			
<u>Concert Application Fee</u>	135.00	140.00	140.00
<u>Concert Licence Fee/Service Charge</u>			
Category 1 (< 500 patrons)	0.00	0.00	0.00
Category 2 (500 - 2500 patrons)	1,340.00	1,387.00	1,387.00
Category 3 (2500 - 5000 patrons)	2,570.00	2,660.00	2,660.00
Category 4 (5000 - 8000 patrons)	3,800.00	3,933.00	3,933.00
Category 5 (8000 - 12000 patrons)	6,370.00	6,593.00	6,593.00
Category 6 (12000 - 17000 patrons)	10,185.00	10,541.00	10,541.00
Category 7 (17000 - 23000 patrons)	15,320.00	15,856.00	15,856.00
Category 8 (23000 - 30000 patrons)	21,700.00	22,460.00	22,460.00
<u>Concert Ground Hire Fee</u>			
Category 1 (< 500 patrons)	640.91	663.64	730.00
Category 2 (500 - 2500 patrons)	3,245.45	3,359.09	3,695.00
Category 3 (2500 - 5000 patrons)	6,372.73	6,595.45	7,255.00
Category 4 (5000 - 8000 patrons)	9,618.18	9,954.55	10,950.00
Category 5 (8000 - 12000 patrons)	12,754.55	13,200.91	14,521.00
Category 6 (12000 - 17000 patrons)	15,990.91	16,550.00	18,205.00
Category 7 (17000 - 23000 patrons)	19,127.27	19,796.36	21,776.00
Category 8 (23000 - 30000 patrons)	22,390.91	23,174.55	25,492.00
<u>Concert Community Amenity Bond</u>			
Category 1 (< 500 patrons)	590.00	610.00	610.00

Category 2 (500 - 2500 patrons)	1,175.00	1,216.00	1,216.00
Category 3 (2500 - 5000 patrons)	2,475.00	2,561.00	2,561.00
Category 4 (5000 - 8000 patrons)	7,330.00	7,586.00	7,586.00
Category 5 (8000 -12000 patrons)	12,295.00	12,725.00	12,725.00
Category 6 (12000 -17000 patrons)	18,315.00	18,956.00	18,956.00
Category 7 (17000 - 23000 patrons)	24,445.00	25,300.00	25,300.00
Category 8 (23000 -30000 patrons)	36,650.00	37,933.00	37,933.00
<u>Concert Ground Hire Bond</u>			
Category 1 (< 500 patrons)	2,365.00	2,447.00	2,447.00
Category 2 (500 - 2500 patrons)	7,330.00	7,586.00	7,586.00
Category 3 (2500 - 5000 patrons)	14,650.00	15,163.00	15,163.00
Category 4 (5000 - 8000 patrons)	21,980.00	22,750.00	22,750.00
Category 5 (8000 -12000 patrons)	24,470.00	25,326.00	25,326.00
Category 6 (12000 -17000 patrons)	29,310.00	30,335.00	30,335.00
Category 7 (17000 - 23000 patrons)	39,120.00	40,490.00	40,490.00
Category 8 (23000 -30000 patrons)	44,085.00	45,628.00	45,628.00
<u>Loadings & Allowances</u>			
commercial - 5%			
community - 0%			
charitable - 50% (discount)			
liquor - 5%			
night (per hour after 10pm) - 10%			
<u>GROUND HIRE LEVIES:</u>			
<u>SUMMER/ WINTER SPORTS</u>			
<u>(A) Association of Senior Players</u>			
Charged per team per season plus power etc. where applicable.	225.91	233.64	257.00
A per week surcharge to apply where special ground preparation/maintenance is required, i.e. Cricket.	54.55	56.36	62.00
<u>(B) Association of Junior Players</u>			
<i>50% of Senior rates plus full power costs where applicable.</i>	112.73	116.82	128.50
<u>Exceptions to Categories (A) & (B) above</u>			
<u>1. Busselton Trotting Club</u>			
Per meeting plus power	293.18	303.64	334.00
Track maintenance charged at Private Works rates			
<u>2. Southern Districts Agricultural Society</u>			
Per day plus power costs for actual show days.	302.27	313.64	345.00
Per day during the setup of the show.	92.73	96.36	106.00
<u>3. South West National Football League</u>			
Per home game plus power costs	195.00	201.82	222.00
<u>4. School Groups</u>			
Sports Carnivals etc. - no charge.	Nil	Nil	Nil
<u>COURT HIRE LEVIES</u>			
For training and competition purposes			

<u>SUMMER/ WINTER SPORTS</u>			
<u>(A) Association of Senior Players</u>			
Charged per team per season plus power etc. where applicable.	18.18	18.64	20.50
<u>SUMMER/ WINTER SPORTS</u>			
<u>(A) Association of Junior Players</u>			
Charged per team per season plus power etc. where applicable.	9.09	9.55	10.50
<u>EVENTS & CASUAL GROUND HIRE</u>			
*Event Application Fee	70.00	73.00	73.00
*Event Application Fee - Requiring Multiple Approvals	135.00	140.00	140.00
<u>Commercial Event - City Infrastructure Bond</u>			
Category 1 (< 500 patrons)	2,360.00	2,443.00	2,443.00
Category 2 (500 - 2500 patrons)	7,320.00	7,576.00	7,576.00
Category 3 (2500 - 5000 patrons)	14,645.00	15,158.00	15,158.00
Category 4 (5000 - 8000 patrons)	21,980.00	22,750.00	22,750.00
Category 5 (8000 -12000 patrons)	24,465.00	25,321.00	25,321.00
Category 6 (12000 -17000 patrons)	29,310.00	30,336.00	30,336.00
Category 7 (17000 - 23000 patrons)	39,120.00	40,490.00	40,490.00
Category 8 (23000 -30000 patrons)	44,085.00	45,628.00	45,628.00
<u>Event Works Fees</u>			
Street Banners - install and remove (per pole) - Fee to be waived for not for profit Community Groups (C1002/061)	Fee Basis Altered	137.27	151.00
Beach Volleyball - set up and dismantle	1,081.82	1,120.00	1,232.00
*Litter Clean-up - per hour	659.09	681.82	750.00
*Marking of reticulation and electricity - per hour	245.45	254.55	280.00
<u>Community Use of Sports Grounds</u> (Community fees are limited to maintained sports grounds e.g. Bovell Park. Fees are not charged for Public Reserves e.g. Mitchell Park etc.)			
Community Usage - per full day (excluding schools)	234.55	242.73	267.00
Community Usage - per half day (excluding schools)	119.09	123.18	135.50
<u>Commercial Use of Reserves (Sports Grounds)</u>			
Per day - plus power for use of site	377.27	390.45	429.50
Per half day - plus power for use of site	190.91	197.73	217.50
<u>Commercial Use of Reserves (Other Reserves)</u>			
Per day - plus power	195.45	202.27	222.50
Per half day - plus power	100.00	103.64	114.00
<u>Ground Hire Bonds (to be applied to Community Events)</u>			
Mandatory Bond against rent default, damage etc.:			
Ground Hire Bond (Other Reserves)	Fee Basis Altered	500.00	500.00
Premium Ground Hire Bond (Sporting Grounds, Foreshore)	Fee Basis Altered	1,000.00	1,000.00
<u>Wedding Ceremonies</u>			

Application Administration Fee - Applied to a Council Venue not attracting a facility hire fee e.g. Public Reserves	70.00	72.27	79.50
<u>Outdoor Exercise Classes</u>			
Seasonal permit (in line with Summer / Winter Sports)	187.50	194.00	194.00
Annual permit	312.50	323.00	323.00
<u>Commercial Hire Sites (Seasonal)</u>			
Application Fee (non-refundable)	68.00	70.00	70.00
Permit Fees - Zone 1: Prime Busselton and Dunsborough foreshores- Commercial Hire Sites, including, but not limited, to locations 8, 30, 32, 34 & 41	2,605.00	2,700.00	2,700.00
Permit Fees - Zone 2: All other Commercial Hire Sites not in zone 1	1,563.00	1,620.00	1,620.00
<i>Please Note - The locations and zones can be viewed on the City of Busselton Website</i>			
Bond Fees	1,086.00	1,125.00	1,125.00
<u>Jetty Closure Fee</u>			
Fee to close the Jetty for fireworks, events, functions (>6 hrs)	245.45	254.55	280.00
Fee to close the Jetty for fireworks, events, functions - per hour rate for < 6 hrs	31.82	32.73	36.00
<u>Use of Public Grounds for Markets</u>			
* Per market	109.09	112.73	124.00
<u>EVENTS - EQUIPMENT HIRE & SIGNAGE</u>			
<u>Hire of Stage/ Track Mat</u>			
* Stage - per module (3m2) per day	90.91	94.55	104.00
Stage hire bond	395.00	409.00	409.00
* Track mat - per unit (2.4m x 1.2m) per day	9.09	10.00	11.00
Track Mat Bond per unit	3.00	3.50	3.50
<u>Event Signage</u>			
Large Event Sign	110.00	114.00	114.00
Small Event Sign	105.00	109.00	109.00
<i>(includes sign approval and booking fee for minimum 2 weeks)</i>			
Event Sign Extension	55.00	57.00	57.00
<i>(continued use for an additional minimum of 2 weeks)</i>			
<u>MISCELLANEOUS</u>			
<u>Busselton Jetty</u>			
Placement of Memorial Plaque	110.00	113.85	113.85
Installation of Stinger Net	640.00	662.73	729.00
Removal of Stinger Net	640.00	662.73	729.00
Installation of Beach Matting	1,280.00	1,325.45	1,458.00
Removal of Beach Matting	1,280.00	1,325.45	1,458.00
* Jetty entrance fee for passengers pre-booked on commercial tours operated by vessels issued with a permit to berth at the Busselton Jetty lower platforms is to be waived;			

<u>Busselton Jetty Entry Fees</u>			
Jetty Day Pass			
Single Child (0-16 years)	New	0.00	0.00
Single Adult (17 years +)	New	2.73	3.00
<u>Jetty Annual Walk Pass</u>			
Single Adult (17 years +)	New	45.45	50.00
Pensioners:	New	22.73	25.00
<u>Commercial Use of Marine Berthing Platforms - Whale Watching / Tour Vessels</u>			
Monthly Fees (Maximum duration of use permitted) -			
Registered Length of Vessel: 0m to less than 10m	New	500.00	500.00
Registered Length of Vessel: 10m to less than 15m	New	550.00	550.00
Registered Length of Vessel: 15m to less than 25m	New	600.00	600.00
Registered Length of Vessel: over 25m	New	700.00	700.00
Annual Fees (Maximum duration of use permitted) -			
Registered Length of Vessel: 0m to less than 10m	New	3,500.00	3,500.00
Registered Length of Vessel: 10m to less than 15m	New	4,000.00	4,000.00
Registered Length of Vessel: 15m to less than 25m	New	4,500.00	4,500.00
Registered Length of Vessel: over 25m	New	5,000.00	5,000.00
Refundable Bonds -			
Registered Length of Vessel: 0m to less than 10m	New	5,000.00	5,000.00
Registered Length of Vessel: 10m to less than 15m	New	7,000.00	7,000.00
Registered Length of Vessel: 15m to less than 25m	New	9,000.00	9,000.00
Registered Length of Vessel: over 25m	New	12,000.00	12,000.00
<i>* Bond charge per vessel payable in advance (in addition to insurance requirements)</i>			
<i>* Permit fee payable in advance at issue of notice approval</i>			
<u>NATURALISTE COMMUNITY CENTRE</u>			
<u>Stadium</u>			
Association	43.64	45.45	50.00
Tennis	28.64	30.00	33.00
Sports Court (per hour) Community peak	44.55	46.36	51.00
Sports Court (per hour) Community-Off Peak(9am-3pm Mon-Fri)	35.09	36.36	40.00
Sports Court (per hour) commercial	64.55	66.82	73.50
Community half court - per hour	22.73	23.64	26.00
Badminton Court - per hour	15.45	16.36	18.00
Casual Basketball (Individual fee*) school student rate per hour conditions apply	New	2.73	3.00
Casual Basketball (Individual fee*) per hour conditions apply	5.27	5.45	6.00
<u>Multi-Purpose Activity Room (Full)</u>			
Community - per hour	31.82	32.73	36.00
Commercial - per hour	59.09	61.82	68.00

<u>Multi-Purpose Activity Room (Half)</u>			
Community - per hour	19.09	20.00	22.00
Commercial - per hour	30.91	31.82	35.00
Storage Community - per shelf	20.00	20.91	23.00
Storage Commercial - per shelf	29.09	30.00	33.00
<u>Family Activity Area</u>			
Community - per hour	12.73	13.18	14.50
Commercial - per hour	21.82	22.73	25.00
<u>Community Office Space</u>			
Community - per hour	10.00	10.45	11.50
Commercial - per hour	13.64	14.09	15.50
<u>Kitchen/Servery Area (in addition to other bookings)</u>			
Community - per hour	10.91	11.36	12.50
Commercial - per hour	13.64	14.09	15.50
<u>Kitchen/Servery Area (as single booking)</u>			
Community - per hour	17.27	18.18	20.00
Commercial - per hour	22.73	23.64	26.00
<u>Group Fitness</u>			
Per person per class	14.55	15.45	17.00
Concession per person per class [Health care card, seniors card, f/t student]	10.45	10.91	12.00
Discount tickets book of 10 (valid 3 months, not transferable, not valid at GLC)	123.18	127.27	140.00
12 month Membership (Individual)	590.91	613.64	675.00
12 Month membership Concession [Health care card, seniors card, f/t student]	500.00	518.18	570.00
6 months membership	354.55	395.45	435.00
6 months membership(concession) [Health care card, seniors card, f/t student]	New	348.18	383.00
3 months membership	206.36	284.55	313.00
3 months membership(concession) [Health care card, seniors card, f/t student]	New	275.00	275.00
1 month Membership	59.09	60.91	67.00
Pay as you go fortnightly direct debit	New	21.82	24.00
Pay as you go fortnightly direct debit concession	New	18.18	20.00
Pay as you go cancellation fee	New	45.45	50.00
Double membership - each	New	564.55	621.00
City of Busselton staff Group Fitness membership. A 10% discount applies on renewal.	New	381.82	420.00
<u>Seniors Programs</u>			
<i>Living Longer, Living Stronger; Stretch and Relax</i>			
Per person per class	7.09	7.09	7.80
Discount tickets - book of 10	62.27	62.27	68.50

<u>Casual Sports</u>			
Casual table tennis, badminton (per person)	6.18	6.36	7.00
<u>Crèche/ Activity Room</u>			
Casual use. Per Child per session (paid on day)	5.18	5.45	6.00
Crèche Pass (Book of 5)	21.82	22.73	25.00
Crèche Pass (Book of 10)	31.82	32.73	36.00
<u>Vacation care program, per child per day</u>	New	55.00	55.00
<u>Shower</u>			
Per person not participating in centre activities, per use of shower facilities	3.64	3.82	4.20
<u>Stage Hire</u>			
Commercial hire per day, or part of.	New	90.91	100.00
Community hire per day, or part of.	New	45.45	50.00
Stage hire bond, per use	New	400.00	400.00
<u>NCC Grounds Hire</u>			
Community class (20people or less) per hour	New	18.18	20.00
Commercial class (20people or less) per hour	New	31.82	35.00
Community casual use per hour	New	27.27	30.00
Commercial casual use per hour	New	45.45	50.00
Community half day	New	63.64	70.00
Commercial half day	New	109.09	120.00
<u>GEOGRAPHE LEISURE CENTRE</u>			
<u>Swimming Pool</u>			
Adult Swim	5.73	5.91	6.50
Concession Swim (Health Care card, or child 4-16 years)	4.45	4.55	5.00
Child under 4 y/o (must be accompanied by an adult)	Nil	Nil	Nil
Spectator	0.91	0.91	1.00
In term Swimming - Education Department	3.18	3.27	3.60
Vacation Swimming - Education Department	3.64	3.64	4.00
Sauna/spa (16 years & over only)	9.09	9.55	10.50
Swim/sauna/spa (16 years & over only)	13.64	14.09	15.50
Swimming Pool lane hire - Community (per lane per hour) Individual participants must pay normal pool entry	9.09	9.55	10.50
Swimming Pool lane hire - Commercial (per lane per hour) Individual participants must pay normal pool entry	19.09	20.00	22.00
Local Swimming clubs and local user groups	0.91	1.82	2.00
Swimming Pool Hire (Outdoor - Exclusive use) per hour (min 3 hours)	95.45	98.18	108.00
Group Pass (2 Adults and 2 children)	16.36	16.36	18.00
Swim aid / equipment hire	1.45	1.50	1.65
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount

Learn To Swim - per lesson	13.00	13.50	13.50
Private one on one lesson per 30 mins	New	35.00	35.00
Private one on one lesson per 15 mins	New	18.00	18.00
Large Inflatable Hire - per hour	136.36	140.91	155.00
Small Inflatable Hire - per hour	90.91	95.45	105.00
Bouncy Castle Hire - maximum 3hrs hire	104.55	109.09	120.00
<u>Fitness Centre</u>			
Fitness Centre - Casual	15.45	15.91	17.50
Appraisal and programme	59.09	60.91	67.00
Lifestyle Seniors programme	New	6.82	7.50
<u>Personal/ Group Training</u>			
Assessment Fee	59.09	60.91	67.00
30 minute standard Personal Training session	45.45	47.27	52.00
60 minute standard Personal Training session	63.64	65.91	72.50
Small group Personal training once per week for 6 weeks. Cost is per 6 week block	New	54.55	60.00
Small group Personal training twice per week for 6 weeks cost is per 6 week	New	109.09	120.00
<u>Aerobics/aquarobics</u>			
Per person per class	14.55	15.45	17.00
Per person per class (f/t student, health care card, senior's card concession)	10.45	10.91	12.00
Discount tickets - book of 10	10% Discount	10% Discount	10% Discount
Discount tickets - book of 20	15% Discount	15% Discount	15% Discount
Discount tickets - book of 50	20% Discount	20% Discount	20% Discount
<u>Sports Stadium</u>			
Sports courts (each per hour) - Community peak	44.55	45.45	50.00
Sports courts (each per hour) - Community Off-peak (9am-3pm, Mon-Fri)	35.09	36.36	40.00
# Volleyball Courts 5 & 6 (i.e. smaller courts)	23.64	24.55	27.00
Sports courts (each per hour) commercial	64.55	66.36	73.00
Community half court - per hour	23.64	24.55	27.00
Badminton Court - per hour	15.45	16.36	18.00
Casual Basketball (Individual fee*) conditions apply	5.27	5.45	6.00
Casual Basketball (Individual fee*) school student rate conditions apply	New	2.73	3.00
Whole of stadium hire per day	New	545.45	600.00
Whole of stadium hire bond	New	500.00	500.00
<u>Crèche/Activity Room</u>			
Crèche / activity room per hour (Commercial)	36.36	37.27	41.00
Crèche / activity room per hour (Community)	27.27	28.18	31.00
Crèche / per child per session	5.27	5.45	6.00
Per Child per session (Book of 5)	21.82	22.73	25.00
Per Child per session (Book of 10)	31.82	32.73	36.00

Vacation Care Program	52.00	55.00	55.00
<u>MEMBERSHIP PACKAGES</u>			
Casual Day Pass (Gym/Aerobics/Pool/Spa/Sauna)	19.09	20.00	22.00
<u>Swim membership: [per person per annum]</u>			
Individual (Adult)	497.27	514.55	566.00
Concession (Child, Health care card, seniors card, f/t student)	398.18	411.82	453.00
Double (each)	445.45	460.91	507.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	354.55	367.27	404.00
Direct Debit - fortnightly deduction	19.09	20.00	22.00
<u>Gym: [per person per annum]</u>			
Individual	590.91	612.73	674.00
Concession [Child, Health care card, seniors card, f/t student]	500.00	518.18	570.00
Double (each)	545.45	564.55	621.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	409.09	423.64	466.00
Direct Debit - fortnightly deduction	20.91	21.82	24.00
Pay as you go cancellation fee	New	45.45	50.00
<u>Group Fitness Classes only: [per person per annum]</u>			
Individual	590.91	613.64	675.00
Concession [Child, Health care card, seniors card, f/t student]	500.00	518.18	570.00
Double (each)	545.45	564.55	621.00
Direct Debit - fortnightly deduction	20.91	21.82	24.00
<u>Gym/Swim/Spa/Sauna: [per person per annum]</u>			
Individual	772.73	800.00	880.00
Concession [Child, Health care card, seniors card, f/t student]	681.82	705.45	776.00
Double (each)	727.27	752.73	828.00
Off Peak (11.00 a.m. to 3.00 p.m. - Monday to Friday)	590.91	611.82	673.00
6 months membership	500.00	518.18	570.00
3 months membership	359.09	371.82	409.00
1 months membership	109.09	112.73	124.00
Direct Debit - fortnightly deduction	28.18	29.09	32.00
Replacement Membership Card	10.45	10.91	12.00
<u>Corporate Packages</u>			
Swim Club - (Club Access Only) per person per annum	272.73	281.82	310.00
Adult Swim - 10 plus members (each)	341.82	343.64	378.00
Child Swim - 10 plus members (each)	272.73	281.82	310.00
# Corporate member Gym/Swim/Spa/Sauna [per person per annum] 10 plus members (each). A 10% discount applies on renewal.	681.82	705.45	776.00
# City of Busseton staff full membership. A 10% discount applies on renewal.	500.00	518.18	570.00
<u>Health Suites</u>			
Community - per day	54.55	56.36	62.00

Commercial - per day	81.82	84.55	93.00
Storage - per month	72.73	75.45	83.00
<u>Meeting Room Hire</u>			
Community - per hour	18.18	19.09	21.00
Commercial - per hour	31.82	32.73	36.00
<u>Fitness Room Hires</u>			
Community - per hour	31.82	32.73	36.00
Commercial - per hour	59.09	60.91	67.00
<u>KOOKABURRA CARAVAN PARK</u>			
<u>POWERED SITES</u>			
<u>Overnight Rates</u>			
Off Season - (2 Adults per night)	33.64	35.00	38.50
Peak Season - (2 Adults per night)	41.82	43.64	48.00
Pensioner Rate - (2 Adults per night)	29.09	30.00	33.00
Off Season - Single Person Rate (Per night)	26.36	27.27	30.00
Peak Season - Single Person Rate (Per night)	33.64	35.00	38.50
Extra Child per night	9.09	9.09	10.00
Extra Adults per night	11.82	11.82	13.00
Clubs - per site (2 persons) (Rate only applies where off peak season and 15 vans or more)	27.27	28.18	31.00
<u>Weekly Rates - Off Season</u>			
Up to 27 Days:			
2 Adults per week	218.18	225.91	248.50
Pensioner Rate - (2 Adults per week)	189.09	195.91	215.50
Extra Child per week	59.09	59.09	65.00
Extra Adults per week	77.27	77.27	85.00
Single Person per week	170.91	176.82	194.50
Clubs - per site (2 persons) (Rate only applies where off peak season and 15 vans or more)	177.27	183.64	202.00
After 27 Days: (Less than 90 days)			
2 Adults per week	218.01	225.59	238.00
Pensioner Rate (2 Adults per week)	180.09	186.73	197.00
Single Person Rate	167.77	173.46	183.00
<u>Weekly Rate - Peak Season</u>			
<i>No pensioner concessions during peak season</i>			
Up to 27 Days:			
2 Adults per week	272.73	281.82	310.00
Single Person rate per week	218.18	225.91	248.50
After 27 Days: (less than 90 days)			
2 Adults per week	269.67	279.15	294.50
Single Person rate per week	213.27	220.85	233.00
<u>ONSITE PARK HOMES</u>			

<u>Overnight Rates</u>			
Off Season			
Cabin Normal Rate - up to maximum 4 (without ensuite)	72.73	75.45	83.00
Extra Adults per night	11.82	11.82	13.00
Extra Child per night	9.09	9.09	10.00
Park home 9 & 10 (ensuite) - up to maximum 4 people	90.00	93.18	102.50
Park 3 & 4 - up to maximum of 4 people	104.55	108.18	119.00
Park Home 6 (site 3) - up to a maximum of 6 people	New	118.18	130.00
Peak Season			
Cabin Normal Rate - up to maximum 4 (without ensuite)	109.09	113.64	125.00
Extra Adults per night	11.82	11.82	13.00
Extra Child per night	9.09	9.09	10.00
Park home 9 & 10 (ensuite) - up to maximum 4 people	118.18	122.27	134.50
Park 3 & 4 - up to maximum of 4 people	132.73	137.27	151.00
Park Home 6 (site 3) - up to a maximum of 6 people	New	145.45	160.00
<u>Weekly Rates</u>			
Peak Season			
Up to 27 Days:			
Cabin Normal Rate - up to maximum 4 (without ensuite)	745.45	772.73	850.00
Extra Adults per week	77.27	77.27	85.00
Extra Child per week	59.09	59.09	65.00
Park home numbers 9 & 10 (ensuite) - up to maximum 4 people	807.27	835.45	919.00
Park 3 & 4 - up to maximum of 4 people	906.36	938.18	1,032.00
Park Home 6 (site 3) - up to a maximum of 6 people	New	1,014.55	1,116.00
<u>SEMI PERMANENTS</u>			
<i>Resident Leaves Van Onsite</i>			
Annual charge entitles 90 days use for 2 people (includes one parking space only)	3,981.04	4,123.22	4,350.00
Parking fee - One parking space is provided with stay up to 90 days - per week fee for vehicles (including boats) after 90 days	18.18	18.18	20.00
<i>**Patrons selling their caravans or park homes must remove them from the Kookaburra Caravan Park</i>			
<u>MISCELLANEOUS</u>			
Group Booking - more than 15 sites for months of June, July and August only	Nil	0.00	0.00
Booking Cancellation Fee	31.82	31.82	35.00
Washing Machines/ Dryers	3.64	3.64	4.00
Refill of 9kg gas bottle	36.36	36.36	40.00
Shower charge	5.91	6.36	7.00
Linen hire per site	13.64	13.64	15.00
Extra occupants/ extra days charged for at overnight rates (as per powered sites).	Nil	0.00	0.00
Additional charge for electricity use for caravan air conditioners - per day	9.55	10.00	11.00

<u>ARTGEO CULTURAL COMPLEX</u>			
<u>Bonds & Cancellations</u>			
Facility Hire Bond	180.00	180.00	180.00
Facility Cancellation Fee (less than 1 weeks' notice given)	20% of Total Booking Fee	20% of Total Booking Fee	20% of Total Booking Fee
Key Bond (relates only to regular users)	60.00	60.00	60.00
<u>ArtGeo Gallery (7 Queen St)</u>			
**Bond applicable for one-off events			
Per one-off event -includes kitchen access (excluding exhibitions)	300.00	310.91	342.00
Rental for ArtGeo Gallery Exhibition space per week	190.91	198.18	218.00
<i>Additional exhibition costs are based on cost recovery - based on the individual artists requirements</i>			
<u>Commission Rates on Art Sales</u>			
Community Groups	20% of retail sale plus GST	20% of retail sale plus GST	20% of retail sale plus GST
ArtGeo Gallery	34% of retail sale plus GST	34% of retail sale plus GST	34% of retail sale plus GST
<u>Studio Hire (4 Queen St)</u>			
**Bond Applicable			
<u>Stable 1</u>			
Per week	54.55	56.36	62.00
<u>Stable 2</u>			
Per week	90.91	94.55	104.00
<i>Artists required to apply and sign lease with a 6 month minimum term</i>			
<u>Storage Fee</u>			
Storage Fee per week	New	45.45	50.00
<u>Fodder Room (4 Queen St)</u>			
**Bond Applicable			
Per half day (1 to 3 hours)	29.09	30.00	33.00
Per day (4 hours or more)	42.73	45.45	50.00
Per day (on permanent weekly booking)	38.18	40.00	44.00
<u>Courthouse Complex Hire Spaces (4 Queen St)</u>			
**Bond Applicable			
Old Courtroom (per week)	127.27	131.82	145.00
New Courtroom (per week)	174.55	181.82	200.00
Dayroom (per week)	80.00	81.82	90.00
Installation and dismantle fee (per hour)	41.82	43.64	48.00
<i>Artists required to apply & sign booking form. Additional exhibition charges based on cost-recovery are assessed on a case-by-case basis</i>			
<u>Commission Rates on Art Sales</u>			
Rostered Artists	20% of retail sale plus GST	20% of retail	20% of retail

		sale plus GST	sale plus GST
Non-rostered Artists	30% of retail sale plus GST	30% of retail sale plus GST	30% of retail sale plus GST
Resident Artists	10% of retail sale plus GST	10% of retail sale plus GST	10% of retail sale plus GST
<u>Courtyard Hire (4 Queen St)</u>			
**Bond Applicable			
Per hour plus power costs if required	41.82	43.64	48.00
Per half day (1 to 3 hours) plus power costs if required	45.45	45.45	50.00
Per day (4 hours or more) plus power costs if required	90.91	90.91	100.00
Weekly hire	454.55	454.55	500.00
<i>50% discount for Stakeholder events (Cultural Precinct tenants)</i>			
<u>Terrace Garden (4 Queen St)</u>			
**Bond Applicable			
Per hour plus power costs if required	41.82	43.64	48.00
Per half day (1 to 3 hours) plus power costs if required	45.45	45.45	50.00
Per day (4 hours or more) plus power costs if required	90.91	90.91	100.00
<i>50% discount for Stakeholder events (Cultural Precinct tenants)</i>			
<u>BUSSELTON REGIONAL AIRPORT</u>			
<u>Passenger Fees</u>			
Passenger charge (head tax) for RPT flights (arriving & departing passengers)	20.00	20.00	22.00
Passenger Screening charge (departing passengers only). Applies to RPT and passenger requiring screening during the RPT operational period.	20.00	0.00	0.00
Passenger Facilitation Fee for Open & Closed Charter Flights (using Ground & BHS services) - Departing Passengers only	20.00	20.00	22.00
<u>Landing Fees & General Aviation Charges</u>			
Aircraft 0 -999 kg MTOW (Flat fee per landing)	4.09	4.24	4.66
Aircraft 1,000 -1,999 kg MTOW (Flat fee per landing)	7.73	8.00	8.80
Aircraft 2000 - 5699 kg MTOW per part 1000kg	14.18	14.68	16.15
Aircraft greater than 5700 kg MTOW per part 1000kg	18.18	18.82	20.70
An annual landing fee per aircraft (optional to per landing fee), for private aircraft (not including flight training aircraft) for City of Busselton residents and hangar lessees only with aircraft less than 2,000kg MTOW.	182.73	189.09	208.00
An annual landing fee (optional to per landing fee) for commercial operators (including flight training and touch and go's) for City of Busselton residents and/ or hangar lessees only, for aircraft 0 - 1,500kg MTOW.	727.27	752.73	828.00
An annual landing fee (optional to per landing fee) for commercial operators for City of Busselton residents and/ or hangar lessees only, for aircraft 1,500 - 2,000kg MTOW.	1,454.55	1,505.45	1,656.00
Apron parking only per day (0000-2359) - First 6 hrs free	27.27	28.18	31.00

Apron parking only - daily rate for aircraft based at Busselton Regional Airport for 10 plus nights per month	13.64	14.09	15.50
Emergency Services consisting of Royal Flying Doctor Service, Aerorescue, SLSWA Rescue Helicopter, DFES including Water Bombers, Fire Spotters and Helicopters and Police Air Wing	Nil	Nil	Nil
<u>Secure Car Park</u>			
Per motor vehicle / motor bike per day	4.55	4.55	5.00
Lost parking validation ticket	72.73	77.27	85.00
<u>Other Fees</u>			
CEO Nonconforming Activity per hour fee (Cost recovery of ARO staff time for landing/departure). Minimum of 1.5hr charge.	New	60.00	66.00
Flight Training Permits (as defined in the City of Busselton Noise Management Plan on approval by the City only)	180.00	186.00	186.00
Hire Car license fee for operating at the Busselton Regional Airport (in addition to lease)	163.64	169.09	186.00
Fee for any commercial or private activity that requires a City approved permit or licence	163.64	169.09	186.00
Hangar Access Key	24.55	24.55	27.00
Loss of City Issued Visitor Identification Card (VIC-ATSR)	22.73	22.73	25.00
Airport Reporting Officer airside escort, rate per hour for ARO time > 30 minutes (not including Local Standby, Full Emergency, Crash on Airport with ARO in attendance)	36.36	36.36	40.00
<u>Fuel Levy</u>			
To cover bowser maintenance	0.03 per litre	0.03 per litre	0.03 per litre
<u>LIBRARY CHARGES</u>			
Replacement Library Membership Cards	5.00	5.00	5.00
Library Bags - Red	1.36	1.36	1.50
Photocopy Charges (per copy) - black & white	0.18	0.18	0.20
Photocopy Charges (per copy) - colour	1.82	1.82	2.00
Scanning to email / thumb drive / SD card	0.18	0.18	0.20
Image Reproduction - Personal Use - First Image	6.36	6.36	7.00
Image Reproduction - Personal Use - All Subsequent Images	1.36	1.36	1.50
Image Reproduction - Commercial Use - First Image	27.27	27.27	30.00
Image Reproduction - Commercial Use - All Subsequent Images	6.36	6.36	7.00
Printing from the Internet - per A4 copy	0.18	0.18	0.20
USB Sticks	10.91	10.91	12.00
Public Internet - Guest Pass	New	1.82	2.00
Sale of discarded local stock - Adult Non fiction	2.73	2.73	3.00
Sale of discarded local stock - Adult fiction	0.91	1.82	2.00
Sale of discarded local stock - Junior	0.45	0.91	1.00
Sale of discarded local stock - Special Items	Market Rate	Market Rate	Market Rate

6.6 WHALE VIEWING PLATFORM POINT PICQUET - 2015/16 BUDGET AMENDMENT

SUBJECT INDEX:	Committee Meetings
STRATEGIC OBJECTIVE:	Our natural environment is cared for and enhanced for the enjoyment of the community and visitors.
BUSINESS UNIT:	Environmental Services
ACTIVITY UNIT:	Environmental Services
REPORTING OFFICER:	Manager, Environmental Services - Greg Simpson
AUTHORISING OFFICER:	Director, Planning and Development Services - Paul Needham
VOTING REQUIREMENT:	Absolute Majority
ATTACHMENTS:	Nil

PRÉCIS

This report recommends that Council amend the 2015/16 Budget by way of a transfer of funding currently allocated for projects within Meelup Regional Park. It is recommended that Council transfer surplus expenditure from the Meelup Beach car parking upgrade project account 541- COO27 which is now completed, to the Whale viewing platform project account 425-C3127-3280, to enable construction of the platform at Point Picquet in Meelup Regional Park.

BACKGROUND

Since 2004, community volunteers from Dunsborough Coast and Land Care Inc (D-CALC), in partnership with Western Whale Research, have been using Point Picquet during the whale migration season as the vantage point for monitoring the whales' southwards passage through Geographe Bay. This land-based monitoring forms part of a wider research program undertaken by SouWEST as part of a south west whale ecology study. SouWEST was formed in 2010, and is a collaborative science program which integrates the research expertise of Western Whale Research, the Centre for Marine Science and Technology at Curtin University and the community through D-CALC, to monitor whale sightings as part of a program for the long-term conservation of whales and their critical habitats along the coast.

In April 2013, D-CALC approached the Meelup Regional Park Management Committee (the Committee) with a proposal to construct a whale viewing platform at Point Picquet to assist their whale monitoring program and for the benefit of the wider public, as this location provides a unique ocean vantage point of Geographe Bay. The D-CALC proposal was presented at the May 2013 Committee meeting and the Committee resolution (MP1305/010) from that meeting is as follows:

That the Committee provides in-principle support for the whale watching deck and walkway, according to the following guidelines:

- 1. That DCALC consults with the Meelup Regional Park Committee on the project's development and implementation;*
- 2. That the materials used for the decking and walkway are consistent with those recommended in the Meelup Beach Master Plan; and*
- 3. That the design of the decking fits into the existing granite rocks to create an organic shape that fits into the landscape, rather than a rectangular-shaped decking.*

In April 2015, Council amended the 2014/15 Budget to receive a \$25,000 National Landcare grant as revenue towards the establishment of a Whale viewing platform at Point Picquet. This decision resulted in corresponding expenditure of \$25,000 towards construction of the Whale viewing platform being included in the 2015/16 Budget.

In August 2015, Council resolved (resolution C1508/215), to endorse concept design and construction drawings for the establishment of a whale viewing platform at Point Picquet for the purpose of public consultation and this design was advertised for a period of four weeks. In response to public advertising three submissions were received, none of which objected to or raised concerns with the proposal.

In December 2015, Council endorsed a proposal to construct a whale viewing platform at Point Picquet within Meelup Regional Park, in accordance with the advertised concept design and construction drawings.

STATUTORY ENVIRONMENT

Section 6.8 of the Local Government Act 1995 refers to expenditure from the municipal fund not included in the annual budget.

Meelup Regional Park is Reserve 21629, and is Crown Land over which the City has a management order. The reserve purpose is 'Conservation and Recreation'.

RELEVANT PLANS AND POLICIES

The Meelup Regional Park Management Plan (2010) provides direction for the overall management of the Park. However, this Plan does not specifically address coastal management prompting the development of the Meelup Regional Park Coastal Nodes Master Plan in 2013, to guide the sensitive development of the Meelup Regional Park coastal nodes and to manage the impacts that result from increasing visitation to the Park's coastal areas including Point Picquet.

In December 2013, Council resolved (resolution C1312/324) to endorse the Meelup Regional Park Coastal Nodes Master Plan, as an informing strategy for the purpose of planning and managing the Meelup Regional Park.

The Coastal Nodes Master Plan supported a whale viewing platform to be constructed at Point Picquet. The Coastal Nodes Master Plan concept for the upgrade of Point Picquet carpark and surrounds includes an indicative location for the platform at Point Picquet and a notation that the feasibility of a whale viewing platform be investigated further in consultation with D-CALC.

FINANCIAL IMPLICATIONS

Quotations for the construction of the Whale Platform have now been received with the preferred contractor's price being \$63,337 (GST excl).

Council's 2015/16 Budget includes \$279,652 expenditure for the Meelup beach parking upgrade account 541- COO27. The works associated with the Meelup beach carpark upgrade have been completed for less than the 2015/16 budget, which has resulted in a surplus of \$39,145 in account 541- COO27

Council's 2015/16 Budget also includes \$25,000 in account 425-C3127-3280, towards the development of the Whale viewing platform which is the value of the \$25,000 National Landcare grant Council received in April 2015. This report recommends that the construction of the Whale viewing platform continue and that Council amends the 2015/16 Budget and transfer the \$39,145 from the Meelup beach parking upgrade account 541- COO27 to the Whale Viewing Platform – Point Picquet account 425-C3127-3280 as follows:

Description	Account String	2015/2016 Adopted Budget	2015/2016 Amended Budget (Proposed)	Variation to 2015/16 Budget
Expenditure				
Meelup Beach Parking Upgrade	541- COO27	279,652	240,507	39,145
Whale Viewing Platform Point Picquet	425-C3127- 3280	25,000	64,145	(39,145)
Net Exp/Rev		304,652	304,652	0

D-CALC has indicated their intent to contribute funds towards the whale viewing platform, for the installation of interpretive signage. The installation of interpretive signage will occur post construction and following consultation and support from the Meelup Regional Park Committee.

Long-term Financial Plan Implications

Nil

STRATEGIC COMMUNITY OBJECTIVES

This matter is considered relevant to Key Goal Area 5 - Cared for and Enhanced Environment and Community Objective 5.1 - Our natural environment is cared for and enhanced for the enjoyment of the community and visitors.

RISK ASSESSMENT

An assessment of the potential implication of implementing the officer recommendation has been undertaken using the City's risk assessment framework. The assessment sought to identify 'downside' risks only rather than 'upside' risks and where the risk, following implementation of controls has been identified, is medium or greater. No such risks were identified.

CONSULTATION

The advertised (September 2012) Meelup Regional Park Coastal Nodes Master Plan concept design for the upgrade of Point Picquet carpark and surrounds included an indicative location at Point Picquet for the establishment of a whale viewing platform. A notation on the plan alerted readers that the feasibility of a whale viewing platform will be further investigated in consultation with D-CALC. No submissions were received in response to the advertising of the Master Plan, objecting to establishing a whale viewing platform at Point Picquet.

The notation in the Meelup Regional Park Coastal Nodes Master Plan that the feasibility of a whale viewing platform be investigated further in consultation with D-CALC, resulted in the formation of a working group to progress the design for the whale viewing platform at Point Picquet. The Whale viewing platform working group comprised:

- One City Environmental Officer and Meelup Environment Officer
- One Dunsborough Coast and Landcare Group representative
- Two Meelup Regional Park Management Committee representatives

In May 2015, the proposed site for the establishment of a whale viewing platform at Point Picquet was inspected by representatives of the Nyungar community as part of an Aboriginal heritage assessment. No Aboriginal heritage sites or places were found to be located within the proposed Point Picquet whale viewing platform area. The assessment concluded that the proposed Whale viewing platform would have a low key impact on the environment and recommended that the City of Busselton proceed with the proposal to construct a whale viewing platform at Point Picquet without risk of breaching Section 17 of the Aboriginal Heritage Act 1972 in relation to Aboriginal heritage sites/places as defined by Section 5 of the Act.

The concept design and construction drawings for a proposed whale viewing platform to be located at Point Picquet were advertised for public comment for a period of 28 days during September 2015. The City received three submissions, none of which objected to or raised concerns with the proposal.

In November 2015, the Committee recommended that the Council endorse the proposal to develop and construct a whale viewing platform at Point Picquet within Meelup Regional Park in accordance with the proposed concept design and construction drawings.

OFFICER COMMENT

Since 2004, community volunteers from Dunsborough Coast and Land Care Inc (D-CALC), in partnership with Western Whale Research, have been using Point Picquet during the whale migration season as the vantage point for monitoring the whales' southwards passage.

Point Picquet is considered to be the best site for whale monitoring as it is the northern projection of the "greater Castle Bay" area with deeper water close to the coast and provides an almost 180-degree view for monitoring passing whales. This site also provides a ready reference point for whale monitoring, in the form of the buoy of the *Swan* wreck dive, north-east of the site.

The concept design for the whale viewing platform due to its low key design and setting into an existing depression in the coastal granite will have low visual impact due to the higher elevation of the surrounding landform.

The materials proposed for construction of the platform include exposed aggregate concrete and locally sourced granite. The use of exposed aggregate concrete is consistent with the material palette in the Meelup Beach Master Plan, and will also allow an 'organically-shaped' structure that fits into the landscape, rather than a rectangular-shaped deck. Locally sourced granite will help blend the structure into the landscape and will continue the granite theme used elsewhere in the Park and seating will be incorporated as part of the granite stone surround to the concrete platform. The proposed platform will provide universal access for disabled and a compass will be embedded into the concrete platform, to assist orientation for the public whilst providing a useful function for whale watching monitors.

There are limited formalised lookouts elsewhere in the Park, these include a timber deck at the termination of the universal trail alongside Meelup Brook, and a lookout car park on Meelup Beach Road. The proposed lookout at Point Picquet is unique in that it will be the only such infrastructure on the coastline in Meelup Regional Park, which will also provide universal access and has an almost 180-degree view of Geopraphe Bay.

CONCLUSION

Point Picquet has been used for the purpose of monitoring Whale migration since 2004 due to its proximity to deeper water close to the coast and almost 180-degree view for monitoring passing whales. Given that Point Picquet is currently the preferred location for whale monitoring activities

and that the development of whale viewing platform will have low visual impact, it is recommended that Council endorse the officer recommendation and proposed 2015/16 Budget amendment.

OPTIONS

Council may require a review of the project design with a view to reducing expenditure on the project and refer the design back to the Whale viewing platform working group and Meelup Regional Park Management Committee, however this process is expected to extend beyond the funding agreement date for completion of this project 30 June 2016, requiring a new completion date to be agreed with the funding body.

Council may resolve not to endorse the officer recommendation to amend the 2015-16 Budget to enable the construction of a Whale Viewing Platform at Point Picquet, in which case Council would forfeit the \$25,000 National Land-care grant to assist the project.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Should the Officer Recommendation be endorsed, an amendment to the 2015/2016 adopted budget will be processed by the 30 May 2016.

OFFICER RECOMMENDATION

ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED

That the Council Endorses an amendment to the 2015/2016 adopted budget on the following basis to enable construction to proceed on the Point Picquet Whale Viewing Platform:

Description	Account String	2015/2016 Adopted Budget	2015/2016 Amended Budget (Proposed)	Variation to 2015/16 Budget
Expenditure				
Meelup Beach Parking Upgrade	541- COO27	279,652	240,507	39,145
Whale Viewing Platform Point Picquet	425-C3127- 3280	25,000	64,145	(39,145)
Net Exp/Rev		304,652	304,652	0

6.7 PERMIT FEES FOR COMMERCIAL USE OF BERTHING PLATFORMS AT THE BUSSELTON JETTY

SUBJECT INDEX:	Tourism Development
STRATEGIC OBJECTIVE:	Infrastructure assets are well maintained and responsibly managed to provide for future generations.
BUSINESS UNIT:	Commercial Services
ACTIVITY UNIT:	Economic and Business Development
REPORTING OFFICER:	Economic and Business Development Coordinator - Jon Berry
AUTHORISING OFFICER:	Director, Community and Commercial Services - Naomi Searle
VOTING REQUIREMENT:	Absolute Majority
ATTACHMENTS:	Nil

PRÉCIS

To facilitate growth in marine-based tourism, the City of Busselton has completed the construction of two new marine berthing platforms at the Busselton Jetty. The berths (one on the east side and one on the west side) have been constructed with financial assistance of a Federal Tourism Development grant and are intended for use by cruise ship tenders and commercial whale watching and charter/tour vessels.

Council has previously resolved (C1512/369) to defer applying fees and charges for cruise ship tender use of the platforms until the 2017/18 financial year and to set a permit fee for other commercial vessels as part of the 2016/17 budget process (the subject of this report).

This report presents the topic of raising necessary capital to maintain the Jetty through a fee-for-use charge to be paid by commercial operators. It also contemplates options for the introduction of fees from 1 July 2017, for use of the berths by cruise ship companies.

BACKGROUND

In early-2015, the City was successful in its application to the Federal Government's Tourism Demand Driver Infrastructure (TDDI) program and received funding of \$600k, matched by a City contribution of \$600k (a total of \$1.2m) for new marine berthing facilities at the Busselton Jetty. The funds enabled the City to construct a 35m berthing platform on the east side of the Jetty (the principal berthing facility with universal pedestrian access) and a 15m platform on the west side of the Jetty (stair access only). The two platforms will enable the transfer of cruise ship passengers in a range of weather conditions and provide a new pick up and drop off point for commercial whale-watching and charter/tour vessels at Busselton's premier tourist precinct. They are exclusively for tourism based commercial use.

There is also an existing platform toward the end of the Jetty known as '*Alley's Landing*', which was purpose built for visits of tall ships such as the sail training ship "STS Leeuwin II", operated by the not for profit Leeuwin Ocean Adventure Foundation. There is no fee or charge set for use of this landing, with no new fee proposed at this time.

The installation of the two new marine berths will primarily support berthing of vessels operated by two user groups, being cruise ship tenders and whale-watching/tour vessels, with the potential for further commercial use.

1. Whale watching/tour vessels

There are six vessels regularly operating whale watching tours in the Geographe Bay region, which is a popular activity for tourists visiting the Region. Some of these vessels are based at Dunsborough (Quindalup professional fisherman's boat ramp), with the majority being moored at pens at Port Geographe, with seasonal visits from Perth or North West home ports. The

whale-watching season in Geographe Bay primarily runs from September to mid-December, with some of the vessels then operating out of Augusta through to May to experience whale migration and for fishing charters.

It is estimated that these operators service around 5,000 passengers per annum from Geographe Bay. Based on an average cost per passenger of \$75.00, this equates to direct expenditure of \$375,000 per annum for this activity. The multiplier effect increases economic impact significantly, including for example, food and accommodations expenditure.

An existing jet boat operator has been issued a Jetty landing permit and is using the eastern-side platform from January 2016 to the end of April 2016, with passengers paying the Jetty entrance fee to BJECA in the absence of Council setting a designated Jetty landing permit fee.

Preliminary interest has also been received from a yacht charter company interested in using the facility as an embarkation point for corporate/motivational sailing experiences on an 'occasional use' basis.

2. Cruise ship vessels

During the 2014/15 financial year a total of six cruise ships visited Busselton and disembarked passengers via tender vessels at the U-shaped swim Jetty, now enclosed by a beach enclosure and stinger nets.

Independent research commissioned by Cruising Down Under reported passengers spent an estimated \$1.8m in the Region, generating \$0.5m in wages (equivalent of 10 FTEs) and \$0.9m in value add. A total of 8,773 passengers and crew disembarked the vessels with 2,530 undertaking pre-booked tours of the Region.

The Western Australian Cruise Shipping Strategic Plan 2012-2020 produced by Tourism Western Australia aims to maximise the economic benefits of cruise shipping to the state and identifies 10 key cruise ship destinations in the state, one of which is Busselton. Accordingly, all other factors being equal, it is likely cruise ship visits to Busselton will continue to grow into the foreseeable future.

There are seven cruise ship visits scheduled to visit Busselton in 2015/16, a further eight booked for 2016/17 and five pre-booked for 2017/18. Council has previously resolved (C1512/369) to waive berthing fees until 2017/18.

Currently all members of the public using the Jetty during daylight hours are charged an entrance fee. On 25 November 2015, Council resolved (C1511/330) to waive jetty entrance fees for cruise ship passengers. On 9 December 2015 Council also resolved (C1512/369) to waive berthing fees for cruise ship tender vessels until the 2017/18 financial year and to consider a regime of fees for other commercial vessels to be adopted as part of the 2016/17 budget deliberations.

This report recommends a proposed fee schedule for whale watching/tour vessels to be introduced from 1 July 2016 and for context, contemplates a proposed future fee schedule for cruise ship tender berthing from 1 July 2017 (which will be the subject of a separate report following further industry consultation over the next six months).

STATUTORY ENVIRONMENT

Jetties Act 1926

This Act provides for the construction, maintenance, and preservation of jetties and other works, and to make better provision for securing and regulating the use and management of jetties.

Pursuant to section 7 of the Jetties Act, the CEO of the Department of Transport may grant a license for the erection or construction of a jetty or for the maintenance and use of any Jetty. The Busselton Jetty is licensed in accordance with this legislation.

Busselton Jetty License (2009)

The City of Busselton (former Shire) was granted a Jetty License in 2009 by the Department of Transport, with the permitted use being for 'Recreation, Tourism and Heritage'. Section 6.3 requires the City to establish and maintain a Jetty Maintenance Reserve and contribute to the account from income received from existing ground leases on the Busselton foreshore plus a minimum of \$650k (indexed to CPI) sourced from Busselton Jetty Environment and Conservation Association (BJECA), which is licensed to operate tourism enterprises on the Jetty to raise this capital.

City of Busselton and Busselton Jetty Environment and Conservation Association License (2009)

The City of Busselton licenses BJECA to use and manage the Jetty as a commercial enterprise on specified terms and conditions. Licensed activities include operation of commercial enterprises by BJECA including the Interpretative Centre, Underwater Observatory and the Miniature Railway Train. BJECA is also licensed to collect the Jetty Entrance fee that is set by Council.

City of Busselton Jetties Local Law 2014

The Busselton Jetty Local Law (2014) allows the City to control access to berthing at the Jetty. Relevant clauses include:

- **Section 2.2 Mooring of Vessels:**

(1) *A person shall not moor to or berth a vessel at the jetties or moor or berth a vessel on the Land—*

(a) unless the mooring or berthing of the vessel is authorized or permitted by the local government either by way of a sign affixed by the local government to the jetties or by written consent of the local government; (b) other than in accordance with any conditions imposed by the local government under clause 3.2(1)(a).

(2) *Subclause (1) does not apply to—*

(a) a person who needs to moor to or berth a vessel at the jetties or on the Land in an emergency;

(b) a vessel in distress such as that repairs are required and then only to effect the minimum repairs necessary to enable the vessel to be moved elsewhere;

(c) a person who uses the jetties under and in accordance with a written agreement with the local government; and

(d) a person who has been exempted from subclause (1) by the local government.

(3) *A person shall not—*

(a) moor a vessel to the jetties or any part of the jetties except to such moorings or mooring piles as are provided; or

(b) permit a vessel to remain alongside the jetties unless the vessel is so moored or fastened.

- **Section 5.6 Fees and charges:**

(1) *Fees and charges may be imposed by the local government for the purposes of this local law in accordance with the requirements of Part 6, Division 5, Subdivision 2 of the Act.*

- (2) *A person shall not charge admission or seek payment for entering or using the jetties without having first obtained the written consent of the local government.*
- (3) *A person shall not enter upon or use the jetties without first having paid—*
- (a) the fees and charges which may apply to such entry or use, as determined by the local government from time to time; or*
- (b) admission charged by a person who obtained written consent pursuant to subclause (2).*

RELEVANT PLANS AND POLICIES

Busselton Jetty 50-Year Maintenance Plan

The Busselton Jetty 50-Year Maintenance Plan identifies the maintenance, capital replacement and upgrade tasks required to maintain the Busselton Jetty, including the exterior and structural maintenance of the Interpretive Centre and the Underwater Observatory, for the 50-year period from 2013 to 2062. Reconstruction of the existing lower landing fishing platform (known as 2A) was originally scheduled for the year 2020 (with no access ramp) at a forecast cost of ~\$500k, so this work has effectively been bought forward by the new platform replacing existing 2A on the east side of the Jetty.

FINANCIAL IMPLICATIONS

Asset replacement and maintenance of the two new berths will be provided for in the Jetty Maintenance Reserve. Engineering and Works (EWS) estimate the cost at approximately \$25k pa, which is to be reflected in a review of the Busselton Jetty 50-Year Maintenance Plan.

This report proposes the above costs be funded from the introduction of a permit fee for whale watching / tour vessels from 1 July 2016 (estimated income of \$12k-\$20k pa) and supplemented by a future permit fee (from 1 July 2017) from cruise ships (income to be estimated in a report to the Finance Committee within six months). Any surplus funds directed to the Jetty Reserve over \$25k pa, will effectively reduce reliance on municipal funds to support Jetty Reserve income obligations.

No provision is currently made for a swing mooring (estimated at \$10k) that may be required in the future should there be competing demand for use of the berths, resulting in vessels needing to moor temporarily while other vessels are embarking/disembarking passengers. Should this arrangement be deemed necessary, this item would be funded in a future budget or a budget review (dependent on timing).

Additionally, cruise ship visits currently cost the City on average of \$1.8k per visit (~\$13k pa), with these funds used for an onshore visitor welcome program and budgeted in the Economic and Business Development Activity section of the municipal budget. This is a partnering contribution along with separate resources provided by the Margaret River Busselton Tourism Association (MRBTA), Chambers of Commerce and Busselton Jetty Conservation and Environment Association (BJECA) who provide staff resources and volunteer effort. Tourism WA and the South West Development Commission have also provided some additional seed funding for marquees and maps.

These costs to the City would be offset by revenue from the permits that would be directed into the Jetty Reserve, effectively reducing funding required from the municipal fund required to meet the City's Jetty Licence obligations.

Long-term Financial Plan Implications

City of Busselton Engineering and Works staff estimate that the maintenance and provision for the replacement of the two new tender platforms will cost around \$25,000pa over a 50 year period.

These costs are to be integrated into the Long Term Financial Plan, however it revenue generated through future berthing fees and charges will offset this.

Support to a cruise ship visitation program is identified in the City's Long Term Financial Plan in the Economic and Business Development Activity Unit under marketing and promotion.

STRATEGIC COMMUNITY OBJECTIVES

Key Goal Area2

Well planned, vibrant and active places: An attractive City offering great places and facilities promoting an enjoyable and enriched lifestyle

- 2.3 Infrastructure assets are well maintained and responsibly managed to provide for future generations.

Key Goal Area 3:

Robust local economy: A strong local economy that sustains and attracts existing and new business, industry and employment opportunities.

- 3.1 A strong, innovative and diversified economy that attracts people to live, work, invest and visit;
- 3.2 A City recognised for its high quality events and year round tourist offerings; and,
- 3.3 A community where local business is supported.

RISK ASSESSMENT

The following risks have been rated as either high or moderate.

<i>Risk</i>	<i>Controls</i>	<i>Consequence</i>	<i>Likelihood</i>	<i>Risk Level</i>
REPUTATIONAL The City's fees and charges for the new marine berthing platforms are set too high and deter use of the platforms by commercial operators	Consult with commercial tour operators when determining fees. Conduct a comparative assessment of charges by other ports and permit/licensing authorities	Moderate	Possible	M13
FINANCIAL The City's fees and charges for the new marine berthing platforms are set too low and funds for maintenance and provision for replacement are needed to be sourced from municipal revenues	Set fees on estimated requirement to maintain and replace berthing platforms and other costs associated with supporting cruise ship visits	Moderate	Possible	M13

CONSULTATION

In preparing this report, Officers conducted desktop research and consulted with several operators conducting commercial tours from Port Geographe. The results of the consultation are reflected in the Officer comment and recommendations. The three whale watching vessel operators and one tour boat operator all expressed interest in using the platforms as a pick-up and drop-off point and would likely utilize the facility for at least three pickups and three drop offs in any one day, primarily during the period September to November during whale watching season. The operators consulted

also see future potential in conducting sunset tours in the summer months, particularly once the foreshore redevelopment is complete and tourism numbers potentially grow as a result of the introduction of interstate flights operating out of the developed airport.

Preliminary consultation has also occurred with Carnival Australia (P&O and Princess Cruises) regarding the City's intention to commence applying a berthing Permit fee from 2017/18 financial year. This consultation will continue along with further discussions with Tourism Western Australia regarding setting a reasonable fee that is acceptable to the growing cruise ship industry. The results of these consultations will be included in a separate report and recommendation to the Finance Committee leading into the 2017/18 financial year.

In addition, Officers have consulted with the Busselton Jetty Environment and Conservation Association Inc (BJECA), which prefers to retain the authority to collection the Jetty Entrance fee (currently \$3.00 per adult), for each passenger wanting to walk northward on the Jetty after alighting or departing from a vessel using the new berthing platforms. On 25 November 2015, Council resolved (C1511/330) to waive the Jetty Entrance fee for cruise ship passengers, in part to support a more welcoming environment in an effort to grow cruise ship visits as a new economic activity supporting tourism development across the district.

OFFICER COMMENT

The installation of the two new marine berths at the Busselton Jetty will primarily support berthing of two user groups, being cruise ship tenders and commercial whale-watching/tour vessels, with the potential for further commercial use such as short term yacht charter pickups. Although this report makes recommendations on fees and charges for whale watching/tour vessels, it also contemplates options for the introduction of fees from 1 July 2017, for use of the berths by cruise ships (the subject of a future report to the Finance Committee within six months).

1. Proposed Permit Fees for whale watching / tourist vessels (from 1 July 2016)

There are several considerations for the setting of fees and charges;

- Firstly, it is desirable for the regime to be administratively simple for the City (as owner of the Jetty) and for the operators and/or their booking agents.
- Secondly, fees need to be set with the primary objective of supporting whole of life asset maintenance and replacement of the platforms (est. ~\$25k pa)
- Thirdly, fees should ideally not be set at such a level so as to deter commercial tourism use of the platforms, the very reason they were funded with support from a Federal Government tourism development grant.

When setting the fees, it is important to differentiate between casual or one-off use of the platforms as opposed to commercial businesses who commit to operating at the Jetty for extended periods, effectively value adding to the experience of visitors to the Busselton foreshore, which is destined to be the district's premier tourist precinct.

In order to reduce administrative complexity, but provide some flexibility with commercial use of the new platforms, a fee regime which relates to the characteristics of the vessel (e.g. registered length – which in most cases is also directly proportional to passenger capacity) is recommended, along with charges associated with duration of use, with an annual permit duration being relatively less expensive than monthly use. This type of arrangement reflects the approach taken by the Department of Transport when it sets fees for its facilities, albeit there are limited examples of non-metropolitan jetties that are not enclosed in a marina or other protected space. It also takes account existing charges for pens at Port Geographe, which range from an annual

base fee of approximately \$6,000 (15m vessel) to ~\$11,000 pa (25m vessel), representing an established fixed cost reflected in ticket process for whale watching tours.

The known fleet of six vessels range in size from 16m to 24m and currently operate in the Geopraphe Bay region. The recommended fees below are based on a primary objective of supporting whole of life asset maintenance and replacement of the two new platforms (est. ~\$25k pa) while at the same time not being too high so as to prohibit commercial interest. Given the platforms are intended for pick up and drop off of paying passengers, one or two swing moorings may also be required for use by vessels prior to pick up of passengers and following disembarkation, prior to the next tour commencing. This will keep the berthing platforms free for use (i.e. not tying up and monopolizing the berths). The cost and ownership of providing a shared mooring requires further discussions with Department of Transport and potential operators, however should one or more be required, the cost is likely to be in the order of \$10k per mooring (*source; MP Rogers Marine Berthing Study 2014*) which if amortized over 10 years amounts to \$1k per annum. This type of logistical arrangement for low draught vessels may also be viable at Scout Road jetty. Consultation with two operators indicates tours would likely commence between 9.00am -10.00am and return between 12noon and 1.00pm (3hr tours).

The following categories are proposed for the issuing of permits to whale watching/tourist vessels, based on duration:

- Monthly Permit: (per calendar month – i.e. from a specified time/date in one month to the same time/date in the next month, or part thereof)
- Annual Permit: A period of 12 consecutive months

Registered Length of vessel	Maximum duration of use permitted		
	Monthly	Annual	Refundable Bond*
0 < 10 m	\$500	\$3,500	\$5,000
10 < 15	\$550	\$4,000	\$7,000
15 < 25	\$600	\$4,500	\$9,000
Over 25m	\$700	\$5,000	\$12,000
Permit Application Fee: \$70.00 (ex GST)			

**Bond charge per vessel payable in advance (in addition to insurance requirements)*

Permit fee payable in advance at issue of notice of approval

The above fees would likely generate between \$12k and \$20k per annum, dependent on the number of whale watching vessels committing to using the platforms (early indications suggest four vessels) and the number (if any) extending use beyond the traditional whale watching period (four months of the year) to include sunset and other marine tours (up to eight months of the year).

2. Proposed Future Permit fees for Cruise ship Visits (from 1 July 2017)

Fees and charges for cruise ships vary at destinations and are generally determined by the size of the vessel, number of passengers and duration of use. In making decisions on the choice of destination to berth, shipping companies consider profit maximization (which is based to some extent on port fees and charges along with other factors such as safety and passenger experiences at the destination). Hitherto, the City of Busselton and regional tourism industry has been able to provide an exceptional visitor experience and has established Busselton as a growing cruise ship stop-over destination. This is demonstrated by independent research conducted by Tourism Western Australia, which concluded that three out of five (61 per cent) transit passengers rated their overall experience at the destination as “excellent” while a further 34 per cent rated their experience as “very good.” The remainder rated their experience as

good, meaning 100 per cent of transit passengers had a positive experience in the Region. Two in five (42 per cent) said they would definitely recommend the Region as a holiday destination to family and friends, while a further 54 per cent were “very likely” or “quite likely” to recommend it.

Other cruise ship ports/anchorage points in WA that charge berthing fees for cruise ships and/or their tenders include:

- Albany (port facilities)
- Augusta (anchorage – no visits at this time)
- Broome (port facilities)
- Bunbury (port facilities)
- Busselton (anchorage)
- Esperance (anchorage / port facilities)
- Exmouth (anchorage)
- Fremantle (port facilities)
- Geraldton (anchorage)
- Port Hedland (port facilities)

Port berthing fees vary and generally include navigation fees, berth hire and services fees (water and waste). For example Albany Port charges \$0.2957 per tonne of vessel for navigation fees (min \$9,926) and \$1,266 per 8 hour berth period. If the ship does not come alongside berth it is charged \$1,266 per day for a navigation fee. Similarly, costs at the Port of Bunbury for a large vessel such as the Diamond Princess would include berth hire (\$2,800); pilotage (\$6,800), navigational services (~\$6,500 per hour) and stevedoring charges (~\$2,600 per visit).

The two anchorage ports most similar to Busselton are Exmouth and Geraldton, which are both under the control of the Department of Transport, which calculates its fees inclusive of GST at \$9.93 per metre of the tender vessel plus \$4.24 per passenger.

In the case of Geraldton, DoT contributes to the wage of a cruise co-ordinator, a position shared with the local visitor centre and has invested in some infrastructure on the foreshore. Esperance Port charges \$7,000 per visit for mobilizing a pontoon when anchorage visits are required.

Officer communications with Tourism WA indicate cruise ship companies are generally willing to pay a ‘reasonable fee’ to cover costs of a host port. Preliminary discussions with cruise ship lines have stated they incur additional costs at anchorage ports, including mobilization of tender vessels, fuel, security and staff to manage passengers onshore, which offsets berthing fees typically payable at ports. They also take a view that there are significant economic benefits to the host community that should be taken into consideration when planning berthing fees. They have stated any berthing costs would need to be included in the passengers’ fare, in what is increasingly become a fiercely competitive industry.

Busselton is currently an anomaly in the cruise ship visitation circuit because it does not charge fees for berthing tender vessels, whereas other ports and anchorage locations have established a commercial charge for use of their facilities, primarily using Department of Transport charging policies.

Given the previous Council resolution to defer fees and charges for cruise ship visits until 2017/18, a separate report recommending an appropriate fee will be prepared in late-2016, following further consultation with affected shipping lines (currently Princess Cruises, P&O and Cunard). Two alternative approaches to be considered are:

- use of Department of Transport charging principles for cruise ship tender use of their facilities (charge per passenger of \$4.24 and per metre of tender vessel \$9.93 (typically 14m length with six tenders); or,
- a simple up-front payment of a fixed permit fee per visit, based on the registered passenger and crew capacity of the ship (Officer recommendation).

Feedback from the cruise ship industry will be sought on the above alternative approaches to fees and charges, along with other options. A separate Officer recommendation will be made in a future Finance Committee report.

CONCLUSION

It is timely and prudent for Council to introduce a charge for the use of its Jetty infrastructure to recover the cost of maintenance and administration of commercial activities which benefit from using the facility. This needs to be transparent, equitable and comparable to other destinations.

Officers recommend Council considers as part of the 2016/17 budget preparation (fees and charges schedule) a fee arrangement for whale watching/tour vessels from 1 July 2016.

This report recommends waiving of the Jetty entrance fee in favour of charging a single Permit fee (payable in advance) authorising use of the platforms by commercial tour operators from 2016/17 and cruise ship tenders from 2017/18. This approach will be readily implemented with all revenue achieved by the City from the permit fees being transferred to the Jetty Maintenance Reserve, which is generally, in the mutual interest of BJECA, the City and the ratepayers of the Busselton district.

The recommended fee schedule will likely raise between \$15-20k per annum from whale watching / tour vessels from 2016/17 financial year (based on six vessels using the platforms four months of the year). This may increase to approx. \$30k pa in a best case scenario, if all the operators used the platforms for eight months of the year.

The Officer recommendation also proposes the CEO commence negotiations with cruise ship companies on a mutually acceptable permit fee for use of the marine berthing platforms, with a separate report to be prepared for the Finance Committee within six months.

OPTIONS

Council may wish to incur an alternative fee and charge regime for use of the new marine berthing platforms that differs from the Officer recommendation.

Similarly, Council may elect to forgo (or reduce) fees and charges and fund the required asset however this will result in the City sourcing additional maintenance funds (est \$25k pa) from the municipal budget. This option would require amendments to the LTFP and annual budgeting cycle.

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Should Council adopt the Officer recommendation, the 2016/17 Fees and Charges schedule will include the amount specified and be incurred from 1 July 2016 for whale watching / tour vessels.

Officers will then engage further with the cruise ship companies based on feedback from Council on an appropriate methodology for striking fees and charges for disembarking passengers at the new marine berthing platforms from 1 July 2017.

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

That the Council:

1. Waives the Busselton Jetty Entrance fees for passengers pre-booked on commercial tours operated by vessels issued with a permit to berth at the Busselton Jetty lower platforms;
2. Adopts in the 2016/17 Fees and Charges Schedule, the following charges for commercial use of the new marine berthing platforms on the Busselton Jetty under the category 'whale-watching/tour vessels'.

Registered Length of vessel	Maximum duration of use permitted		
	Monthly (ex GST)	Annual (ex GST)	Refundable Bond*
0 < 10 m	\$500	\$3,500	\$5,000
10 < 15	\$550	\$4,000	\$7,000
15 < 25	\$600	\$4,500	\$9,000
Over 25m	\$700	\$5,000	\$12,000
Permit Application Fee: \$70.00 (ex GST)			

**Bond charge per vessel payable in advance (in addition to insurance requirements)*

Permit fee payable in advance at issue of notice of approval

3. Supports the CEO engaging with cruise ship companies on a mutually acceptable flat permit fee per visit for use of the marine berthing platforms and presenting a further report and recommendations to the Finance Committee within six months.

7. GENERAL DISCUSSION ITEMS**7.1 RESTRICTED ASSETS AND RESERVE ACCOUNTS**

SUBJECT INDEX:	Finance and IT Services
STRATEGIC OBJECTIVE:	An organisation that is managed effectively and achieves positive outcomes for the community.
BUSINESS UNIT:	Corporate Services; Finance
ACTIVITY UNIT:	Financial Operations
REPORTING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
AUTHORISING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
VOTING REQUIREMENT:	Simple Majority
ATTACHMENTS:	Nil

A presentation will be made relating to Restricted Assets and Reserve Accounts.

7.2 RATING STRATEGIES

SUBJECT INDEX:	Rates
STRATEGIC OBJECTIVE:	An organisation that is managed effectively and achieves positive outcomes for the community.
BUSINESS UNIT:	Corporate Services; Finance
ACTIVITY UNIT:	Rates
REPORTING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
AUTHORISING OFFICER:	Director, Finance and Corporate Services - Matthew Smith
VOTING REQUIREMENT:	Simple Majority
ATTACHMENTS:	Nil

A presentation will be made relating to Rating Strategies.

7.3 ELECTED MEMBER ALLOWANCES 2016/17

SUBJECT INDEX:	Councillors
STRATEGIC OBJECTIVE:	An organisation that is managed effectively and achieves positive outcomes for the community.
BUSINESS UNIT:	Governance Services; Major Projects
ACTIVITY UNIT:	Governance Services
REPORTING OFFICER:	Chief Executive Officer - Mike Archer
AUTHORISING OFFICER:	Chief Executive Officer - Mike Archer
VOTING REQUIREMENT:	Simple Majority
ATTACHMENTS:	Nil

The Chief Executive Officer will discuss Elected Member Allowances 2016/17 with the Committee.

8. NEXT MEETING DATE

5 May 2016

9. CLOSURE