



ANNUAL GENERAL MEETING OF ELECTORS

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AGENDA

For the Annual General Meeting of Electors, to be held in the Council Chambers on Thursday, 2 February 2023 commencing at 5.30pm

Opening of Meeting

The Presiding Member to open the meeting.

Acknowledgment of Country

We acknowledge the cultural custodians of the land on which we gather, the Pibulum-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps.

1. Attendance, Apologies and Leave of Absence

President	- Cr J Mountford
Councillors	- J Boyle
	- E Browne
	- M Christensen
	- T Lansdell
	- S Mahoney
	- A Pratico
	- P Quinby
	- A Rose
Officers	- T Clynch, Chief Executive Officer
	- P St John, Director Development, Community & Infrastructure
	- M Larkworthy, Director Corporate Services
	- E Matthews, Executive Assistant

2. Attendance of Electors

3. Confirmation of Minutes

Attachment 1 Minutes of the AGM of Electors held 24 February 2022

A Motion is required to confirm the Minutes of the Annual General Meeting of Electors held 24 February 2022.

4. Annual Report & Annual Financial Report

Attachment 2 Annual Report and Annual Financial Report for the year ended 30 June 2022

A Motion is required to receive the Annual Report and Annual Financial Report for the year ended 30 June 2022, as presented.

5. General Business Regarding the Financial Statements

Following receipt of the Annual Report & Annual Financial Report for the 2021/22 year the Shire President will call for questions or queries regarding the Report and Financial Statements.

6. General Business

[Councillors and Electors to please note that any Items raised at this Meeting which require a Council decision will be presented to the Ordinary Council Meeting scheduled for 23 February 2023].

7. Closure

The Presiding Member to close the meeting.

8. List of Attachments

Attachment	Item No.	Details
1	3	Minutes of the AGM of Electors held 24 February 2022
2	4	Annual Report & Annual Financial Report for the year ended 30 June 2022

Agenda Papers checked and authorised by CEO, T Clynch		27 January 2023
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ANNUAL GENERAL MEETING OF ELECTORS

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MINUTES

For the Annual General Meeting of Electors, held in the Council Chambers on Thursday, 24 February 2022.

Opening of Meeting

The Shire President opened the meeting at 5.30pm.

Acknowledgment of Country

On behalf of the Councillors, staff and gallery, I acknowledge the Noongar People, the Traditional Custodians of the land on which we are gathered, and pay my respects to their Elders past, present and emerging.

1. Attendance, Apologies and Leave of Absence

President	- Cr J Bookless
Councillors	- J Boyle - B Johnson - T Lansdell - S Mahoney - J Mountford - A Pratico - P Quinby - A Rose
Officers	- T Clynch, Chief Executive Officer - M Larkworthy, Executive Manager Corporate Services - E Denniss, Executive Manager Community Services - E Matthews, Executive Assistant

2. Attendance of Electors

P Huband, H Litson, J Moore, B Moore, J Nicholas, J Temby, D Temby, J Lucy, B Smith, V Smith, D Huband, A Nicholas, B Bebbington, N Maxfield, A Wood

3. Confirmation of Minutes

Attachment 1 Minutes of the AGM of Electors held 4 March 2021

A Motion is required to confirm the Minutes of the Annual General Meeting of Electors held 4 March 2021.

Moved Cr Quinby, Seconded Cr Rose

E.01/0222 That the Minutes of the Annual General Meeting of Electors held 4 March 2021 be confirmed as a true and correct record.

Carried 9/0

4. Annual Report & Annual Financial Report

Attachment 2 Annual Report and Annual Financial Report for the year ended
30 June 2021

A Motion is required to receive the Annual Report and Annual Financial Report for the year ended 30 June 2021, as presented.

***Moved Cr Mountford, Seconded Cr Boyle
E.02/0222 That the Annual Report & Annual Financial Statements for the
2020/21 year be received as presented.***

Carried 9/0

5. General Business Regarding the Financial Statements

Nil

6. General Business

H Litson

What was the full year cost to the Shire of managing the Visitor Centre in 2020/21 both in cash terms and the overall budget impact as reported?

CEO Response – The actual cost operating subsidy in 2020/21 was \$86,044 however it should be noted that due to COVID-19 the visitor centre was closed for 72 days that year. The budgeted cash operating subsidy in 2020/21 was \$120,448.

What are costs estimated to be in 2021/22. How will this be impacted by the decision to cease progressing Council's decision of April 2021?

CEO Response - The forecast cash operating subsidy is \$105,243. If administration allocations (payroll, occupational health and safety, payroll, human resources, etc.) are included the subsidy increases to \$192,199. The 2021/22 budget assumed a full year's operation of the visitor centre under Shire management therefore there will not be any impact on that budget caused by Council's decision.

What is the estimated costs in time and effort of the full community consultation that was undertaken by staff, Councillors, businesses and community members prior to the engagement of a consultant to prepare a Business Case?

CEO Response – This has been an evolving conversation with the community over a 2 year period and we cannot begin to estimate those costs accurately.

What was the full cost of engaging Economic Transitions to prepare the Business Case for the outsourcing of the Visitor Centre and Brierley Gallery?

CEO Response - \$15,800 ex-GST (\$17,380 GST inclusive).

P Huband

Commented on the current service levels at the Bridgetown Visitor Centre.

Are you as a Council happy with the level of servicing being provided to visitors under the current arrangements? What feedback has the council received in respect of the service levels being currently provided?

Shire President Response – I believe that the service provision at the Visitor Centre is below where it should be.

Mr Huband followed with comments about the reasons why the Bridgetown Greenbushes Tourism Association some 20 years ago handed management of the visitor centre to the Shire as it was too much to expect a volunteer group to manage a visitor centre.

A Wood

In April 2021 Council agreed, without dissent, to receive Economic Transition's Business Case, and endorsed its recommendations, which then lead to the CEO being directed to take a series of actions in accord with those recommendations. Can you advise me what has happened in the meanwhile that has led to the decision to "cease progressing" those actions which have already cost ratepayers, in the CEO's words, "a substantial sum"?

CEO Response – Council had some concerns with the CRC proposal and wished to explore other potential options before deciding whether to fully commit to the CRC model.

Given that this endorsed report identified annual savings between \$90,000 and \$100,000 per annum, in the first 5 years of operations, what justification has been presented to Council, to not take advantage of these savings of ratepayer's money?

CEO Response – The decision of Council in December came from a notice of motion submitted by a councillor. There were reasons provided by that councillor in support of her motion and these were included in the agenda of that meeting.

In the Annual Report 2020/21, listed under "Major initiatives or actions in the Corporate Business Plan proposed to be undertaken in 2021/22 is listed:

Proceed with the proposal to outsource management of the Visitor Centre to the Bridgetown CRC. In light of this commitment what is now planned and what is the timeline to progress this action?

CEO Response – Council hasn't ruled out proceeding with this action, it just wants to review the matter to determine if other options have arisen since the resolution to proceed with the CRC proposal occurred.

B Moore

Raised concerns regarding vehicles stopping in non-approved parking bays along Hampton Street.

Motion Moved B Moore, Seconded J Nicholas

E.03/0222 That Council:

- 1. Conducts a review of the parking situation in the Bridgetown CBD**
- 2. Reconsiders its decision regarding non monitoring of parking along Hampton St and conducts parking patrols on a regular but infrequent basis, with emphasis on illegal parking**
- 3. That the area in front of Westpac Bank be inspected and, if possible, provide it as a disabled or loading bay. If this is non-compliant then some means of barrier to prevent parking be installed**
- 4. Include in the review a determination as to whether there are sufficient loading bays spread along Hampton Street.**

Carried

B Moore

Does the Bridgetown Railway Project include modifying or altering the access to the railway station via the bakery carpark? This area is used by many locals and tourists utilising the caravan car park. Unfortunately due to the trees it is a very untidy area and does not present a good image. If nothing else the ramp should be cleared of leaf litter on a weekly basis.

CEO Response – The access ramp is not part of the scope of works for the Bridgetown Railway Station Redevelopment Project.

B Bebbington

In the article on ABC online on 15 February regarding the loss of mobile phone service during the recent bushfire, Boyd Brown from Telstra said he would “happily” meet the communities of Bridgetown and Corrigin to discuss the power requirements for mobile base stations” Has this been arranged, if so for when and if not, can this be arranged to take place in the next month?

Shire President Response – I can contact Boyd Brown from Telstra with that enquiry.

B Bebbington

Regarding the recent bushfire, there are 37 items listed on the program for the Fire mitigation works for 2021/22. Had these all been completed by February 4 and if not, when will they be completed?

CEO Response – I don't have access to that information at this meeting.

Shire President Response –That question will be taken on notice.

Were any of the outstanding listed fire mitigation projects, in areas which were burnt in the February 5 fire?

CEO Response – I would need to take that question on notice.

Shire President Response – That question will be taken on notice.

J Nicholas

Has the Shire considered introducing a FOGO service to the Shire?

CEO Response – It hasn't been considered formally but has been the subject of some informal discussion by Council over the years. Although there are grant opportunities to reduce the costs associated with purchasing a third bin for each household that receives the service there would still be extra costs to be met by the householder. There is encouragement from the State Government for Councils to provide a FOGO service under its reduction in waste initiatives. The establishment of a FOGO bin service could be considered by Council and Council could seek feedback from the community on the support for such a service, including costs. A considerable number of properties that receive a rubbish collection service are rural residential in nature and typically dispose of organics by feeding poultry. We also provide a free green waste service at the waste site.

B Bebbington

Who is responsible for bushfire prevention along the rail corridor?

CEO Response – The railway corridor is controlled by Arc Infrastructure who are responsible for bushfire mitigation on the land it leases.

B Bebbington

The land bounded by Brockman Highway, the railway crossing, Blackwood River and SW Highway, which the railway line dissects. Who owns or controls this land, e.g., is it a railway reserve, Shire reserve?

CEO Response – The railway reserve is controlled by the State and the Shire owns some land on either side of the railway and highway. The land between the railway line and the river, some of it is under the control Shire and some of it is unallocated crown land, there is a bit of a mix of tenures.

Would it be possible to obtain a map of the area showing these land tenures?

CEO Response – Yes.

B Bebbington

As the first brigade unit into Four Seasons Estate, we were confronted with no fire access points on the northern side of the estate, which prevented access to the fire front before it reached the estate. Why is there no fire access in this subdivision? Should these subdivisions have fire access points?

CEO Response – The original plan for Windy Hollow Estate was a staged development, with other modes of access planned for later stages. However, those stages were not approved by the Western Australian Planning Commission and

subsequently were not created. Windy Hollow Estate was created approximately 15 years ago where fire planning was a lot different then. Things like BAL assessments and fire hazard assessments weren't to the same degree as they are now. When you say should subdivisions have fire access points, from a legal perspective no, as the plan complied with the legislation of the day. Should for community and resident safety there be one? That might be a different response. The Council would have to look at the land around the subdivision. All the surrounding land is privately owned so any access or egress point would have to go through private property which can be problematic. Certainly cul-de-sac subdivisions would not be approved now by the Western Australian Planning Commission. You now have to have at least 2 access points for a subdivision of reasonable size, which Windy Hollow is. That subdivision design would not be approved if submitted today. Remnant subdivisions do present a lot of challenges with regard to fire.

Commented lack of fire access into Four Seasons Estate and egress from railway corridor.

Is it possible to see if we can establish better firebreaks, better access and also access across the railway along the rail line at locations for fire safety?

CEO Response – I need to apologise Mr Bebbington, I thought you were referring to Windy Hollow Estate in your previous question. Some of my response probably did not make that much sense. The same principals apply, expect that Four Seasons Estate probably is a little more compliant.

The issue of access to the railway corridor is a problem for any local government that has railway land in their district. Essentially it is just about impossible. People who drive along that road now, technically they are breaking the law every time. My memory is that there was talk about getting access for a fire escape at the initial subdivision stage, but it was not permitted. The only way to get fire escape from Four Seasons Estate, and it's really only practical at the cul-de-sac on Limousin View, would be to take it back through to the back of the depot which may not have been the greatest escape on that day. That would be really the only way to get an escape. Unless you could convince the PTA that there was a community obligation and that it would only be used as a fire escape. They may be worried it would be used as permanent access but there are ways to control that. This is something we could take up with the PTA.

Motion Moved B Bebbington, Seconded Cr Pratico
E.04/0222 The Shire to engage with the Public Transport Authority with the view to increase fire access for fire crews along the railway corridor within the Shire of Bridgetown-Greenbushes.

Carried

B Bebbington

In relation to a building application, what is the role of the Shire? Is it ensuring compliance with building codes and structural issues, or do they check compliance with the planning requirements for the property?

CEO Response – All building applications are checked for planning compliance. Planning is a separate stream from building but they can be dealt with concurrently. Planning approval, when required, must be issued prior to a building permit. With respect to the building process there's two streams available for applicants. They can choose to go with a certified application where they engage their own private building surveyor and then submit the application to the Shire. Essentially the Shire rubber stamps these applications, the Shire building surveyor can assess it for basic compliance but aren't really permitted to question the certification. That's a fairly quick process once it gets in to the Shire. Other applicants can choose to lodge the application to the Shire for assessment by the Shire Building Surveyor. If you do a commercial building you must engage a private surveyor, the Shire is not permitted to approve a commercial building application.

B Bebbington

The soft plastic recycling or return to store packaging (with the white mobius logo). Is this available in Bridgetown? Could the Shire consider progressing the availability of it? Similarly, Nespresso (and other aluminium capsules) are recyclable, but the nearest Nespresso drop off points are Bunbury and Katanning. Similarly, can the Shire consider working to establish a location for this?

CEO Response – With regards to soft plastic, I believe Coles provided a service throughout the state and there was a drop off point at the BP Service Station. I'm not sure if that is still going. By all means Council could look at both of these options. The key there is where the market is and how we get it from the rubbish site to the market.

B Bebbington

In relation to council policy M39, Election Caretaker Period, the policy states in 2.2 that each report included in the agenda for Council's consideration during a caretaker period will include a statement that demonstrates due consideration of the requirement of this policy. The agenda for the Special Council Meeting on September 9, 2021, which was during caretaker mode, which commenced at 4pm, makes no reference to caretaker mode, why did this not occur?

CEO Response – When we looked at this policy at the end of the caretaker period, we realised that although we ensured no items in the agenda contradicted the policy, we actually neglected to put a notation on the front page referencing the caretaker policy. We certainly assessed the agenda items against the policy and there is meant to be a statement made regarding the caretaker policy at the beginning of each meeting. I am happy to take the question on notice.

The Special Council Meeting was held to discuss the proposed amendments the planning approval for the Talison camp. Would that not be considered a major policy decision?

CEO Response – I haven't got the policy in front of me but I know that for each agenda during the caretaker period we would have assessed the subject matter against the caretaker policy.

Shire President Response – That question and the previous question will be taken on notice.

The September 30 council meeting agenda has six items listed, there is no reference to caretaker mode in any of the agenda items, only in the minutes. At the meeting the Presiding Member read out a statement from the CEO regarding caretaker mode, which stated that “during a caretaker period the CEO will ensure the agenda council agendas to not include reports and/or recommendations that constitute major policy decisions. The officer recommendations for all agenda items were reviewed by the CEO in context of the policy” and then only refers to the aquatic complex. Is that the meeting you are referring to where the statement was not included in the agenda?

CEO Response – I cannot recollect which Council Meeting agenda.

Again with the same policy, which prohibits major policy decisions being made during caretaker mode. If the Shire made a decision which by the policy, is not allowed to be presented during caretaker mode, once the Council becomes aware of it what action do you think it should take? Should you revoke the motion because the policy says it cannot be made?

CEO Response – No you would not revoke the resolution. I am not sure what item you are referencing however the decision would still be a valid decision of Council.

The item I am referring to is the proposed creation of a Local Planning Policy – Exemptions from Development Approval. As the policy prohibits a major policy decision including “adopting a new policy, service or service level or significantly amends an existing policy, service or service level, unless required by legislation” and prohibits a decision that “initiates or adopts a new local planning scheme, amendment to a planning scheme or a planning policy” why didn't the shire advise the Council that that motion could not be presented or does the council resolution that creates the policy not count?

CEO Response – The resolution does count and to clarify Council didn't adopt the policy, council resolved to put the policy out for community consultation. There is a difference. The policy was not adopted by council for final approval, it was adopted to enable it to go out for community consultation. Knowing that Council would in due course, well after the caretaker period, make the final decision on that policy. It was adoption for the purpose of starting a process, it wasn't adoption to accept the policy.

So you would say the process of adopting the policy was initiated that evening?

CEO Response – It had been discussed by Council before that. Council adopted the policy for the purpose of going to consultation.

The policy also refers to the fact that public consultation is not permitted to end immediately prior to caretaker, traverse over caretaker period, or end during the caretaker period and yet this policy was advertised on October 13, during the caretaker period.

CEO Response – I have not got the dates in front of me so I will need to take the question on notice.

Shire President Response – That question will be taken on notice.

Were any other community consultations conducted contrary to policy M39 during that period? I assume you will need to take that question on notice?

Shire President Response – That question will be taken on notice.

B Bebbington

As it has been removed from the Rolling Action Sheet, what is happening in relation to the upgrade of Bridgetown CBD parking and Geegelup Brook beautifications, which was annotated to be presented to the January 2022 council meeting?

CEO Response – The initiation of the consultation has occurred but there is still a long way to go on this project. Council has not determined the next stage yet but I would say it would be creating a scope for tender. The community workshop held in December was seen as a precursor to build a brief scope for the project, Council are yet to consider the brief.

Why is it not still on the Rolling Action Sheet if is a council resolution that has not been completed? Resolution 05/0419, it referred to the fact that workshops would occur and then be presented back to Council. It was on the Rolling Action Sheet and two action sheets it was taken off and no presentation ever made. There is now no reference to the Geegelup Brook Beautification Project on the Rolling Action Sheet.

CEO Response – I assume it was taken off as the workshop was held. I will need to have a look at the Rolling Action Sheet

B Bebbington

The Rolling Action Sheet has got contradicting items, even in relation to tonight's council meeting. In relation to an issue that was brought up at the electors meeting last year regarding speed limits along Peninsula Road and Stanifer Street. One item referring to Main Roads rejecting the application, pending written notification and the second item says it's been accepted waiting for written notification. One item is annotated to be removed from the rolling action sheet and one retained. Shouldn't they have a consistent approach?

CEO Response – My understanding is the one that is listed for removal, although we haven't received formal notification from Main Roads, has been actioned by Main Roads and the signs erected. They haven't followed up with formal correspondence but they have gone and done the work. My understanding is the signs have been erected along Stanifer Street. The Peninsula Road works have verbally been rejected and we have requested a formal notification of advice. That is a bit of an issue with Main Roads, they often don't respond formally. We wouldn't normally report back to advise that works had been complete.

B Bebbington

In the regard to the January 2022 Council Meeting and the motion regarding the Yornup fire museum, which says it's going out for consultation, but it also indicates that Council is to proceed with the process of rezoning and contacting the Department of Planning prior to any consultation occurring. Would it be normal practice to have an indication of abdication, do the consultation, assess the consultation and then determine as a condition of planning approval that you can get the zoning? Rather than doing the zoning without regard to the community?

CEO Response – Not necessarily. The view is that the process for the re-vesting of the land is usually a very long process, much longer than the planning process. In previous times at the Department of Planning, Lands and Heritage issues such as reserve purposes and vestings have taken more than 12 months. The view is that we would start the process concurrently and if the Department of Planning, Lands and Heritage progressed the application quicker, we would simply pause the process until Council had determined the planning application. If the application was refused, we would advise the department that we no longer wish to change the purpose of the reserve. I don't see any problems with them running concurrently as long as it is clear that the reserve issue cannot be finalised before planning determination is made. It is a way to try and ensure the applicant does not have to wait around for months after a Council decision is made, if they approve it, waiting for the Department of Planning, Lands and Heritage to do their part. It certainly does not commit Council.

B Bebbington

Regarding the Steere & Stewart St redevelopment of parking. It has been determined that this is going ahead this financial year, is that still the case and in regard to the advertising of this in 2021, the shire advert said the proposal was for 5 additional parking bays in Steere St and council resolution in June was not to change the proposal, so are we getting 5 additional parking bays in Steere St?

CEO Response – No. The proposal at the time was to remove parking bays in Steere St. There are more parking bays along Stewart Street and obviously changes to the civic centre carpark.

So why did the Shire advertise to the community and particularly the business owners that there was a proposed creation of 5 parking bays along Steere Street when in fact bays had been removed?

CEO Response – I have not got the advert in front of me. It is hard to answer questions with no notice when I don't have the information in front of me. I don't know if that was what the advert said, I'm happy to look at it but I don't have it in front of me so I cannot answer that question.

N Maxfield

Commented on Main Roads' decision not to reduce the speed limit along Peninsula Road and that it took the Shire four months to submit the application to reduce the speed limit. Raised concerns about the speed of some cars and near misses accessing and egressing the road from properties.

CEO Response – I would like to clarify that the reason it took so long is that when we made the initial enquiry with Main Roads they required traffic data to be collected so we had to put a traffic counter out for a period of time. Essentially, any speed reduction request that does not have historical data less than a couple of years old requires new data to be collected. It is my understanding that we put traffic counters out for well over a month so that we could get the most recent traffic data. That is why there was such a delay in the process.

Is there any way to appeal the Main Roads' decision? This is not a good outcome for many people for many reasons.

CEO Response – This is why we have been pushing Main Roads for a written decision, hoping it might have some reasons for refusal. I am going to assume that it is because it is not in a built up area, but we want to find out why they have said no. Council could write to the Minister if they want, I'm sure Council have done this with speed issues before. This is probably how Hampton Street here and in the other towns along South Western Highway became 40km. It would have been a ministerial decision not a Main Roads decision. They didn't support it from day one but the Minister overrode them. Under our ministerial system council can seek reconsideration by the Minister. We really need formal notice from Main Roads outlining their decision so Council can seek reconsideration. You can move a motion now on the assumption that it is going to be formally refused so it can go to Council at the next meeting. By then we should have the reasons given by Main Roads.

Motion Moved N Maxfield, Seconded Cr Pratico
E.05/0222 That Council seek the support of the Minister for Transport to review the decision by Main Roads Western Australia not to reduce the speed limit along Peninsula Road from South Western Highway to Maslin Reserve.
Carried

N Maxfield

Commented on the recent Hester bushfire and thanked Pat Dunne from the Shire for his proactive approach in getting water to the fire fighters.

B Bebbington

In regard to the Steere Street Stewart Street issue of the advertisement of 5 additional parking bays, would it be possible to get a commitment from the Shire that if it is confirmed that is what was advertised, 5 additional parking bays along Steere Street being provided, that the work will not proceed and it will be readvertised to ensure that the community are fully aware of the changes?

Shire President Response – I cannot make that commitment Mr Bebbington, however you can move a motion to that effect.

Motion Moved B Bebbington, Seconded Cr Pratico

E.06/0222 The Shire to review the advertising (both newspaper and website), comments and submissions of the Steere Street, Stewart Street & Civic Lane Community Consultation to establish whether the advertising gave an indication of the addition of 5 parking bays in Steere Street rather than the intended 5 parking bays on Stewart Street and that if it is confirmed that it was incorrectly advertised, that Council prevents the work from commencing and readvertises to ensure the community is made aware of the correct proposal.

Carried

B Bebbington

In relation to a matter I raised at the Special Council Meeting regarding audit review timeframes for presentation to the Minister and advertisement of the review, the 2019/20 audit review was passed by council on 28 February 2021, yet it was not advertised as being available until June 2021. When was it presented to the Minister? Was it advertised within 14 days under the Act? If there was a delay in sending it to the Minister, why was there a delay?

Shire President Response – That question will be taken on notice.

7. Closure

The Shire President closed the meeting at 6.42pm.

8. List of Attachments

Attachment	Item No.	Details
1	3	Minutes of the AGM of Electors held 4 March 2021
2	4	Annual Report & Annual Financial Report for the year ended 30 June 2021

Minute Papers checked and authorised by CEO, T Clynych		21 March 2022
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Annual Report & Annual Financial Report

for the year ending 30 June 2022

Our Vision

Bridgetown-Greenbushes, the heart and soul of the South West



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ACKNOWLEDGMENT OF COUNTRY

We acknowledge the cultural custodians of the land on which we gather, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps.

PART 1 - OVERVIEW

Information about this Report

Council is required under Section 5.53 of the *Local Government Act 1995* (as amended) to prepare an annual report containing information on the following:

- Report from the President;
- Report from the CEO;
- An overview of the Plan for the Future of the district including major initiatives that are proposed to commence or to continue in the next financial year;
- The Financial Report for the financial year;
- Such information as may be prescribed in relation to the payments made to employees;
- A matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*
- Details of entries made under Section 5.121 of the Local Government Act during the financial year in the register of complaints (concerning complaints to the Local Government Standards Panel), including:
 - the number of complaints recorded in the register of complaints;
 - how the recorded complaints were dealt with; and
 - any other details that the regulations may require.
- The Auditors Report for the financial year; and
- Such other information as may be prescribed

Council will strive to provide reports that are characterised by openness and willingness to provide comprehensive information.

Our Shire

The Shire of Bridgetown-Greenbushes is situated in the south west of Western Australia, approximately 270 kms from Perth.

The Shire includes the townsites of:

- Bridgetown
- Greenbushes
- North Greenbushes
- Hester
- Yornup

Within the Shire are the following localities:

- Catterick
- Winnejup
- Maranup Ford
- Hester Brook
- Kangaroo Gully
- Wandillup
- Glennlynn
- Sunnyside
- Kingston
- Yornup

The Shire is bordered by:

- Shire of Donnybrook-Balingup to the north
- Shire of Boyup Brook to the east
- Shire of Manjimup to the south
- Shire of Nannup to the west

The Blackwood River and its associated valley is a significant landscape feature which traverses the width of the Shire. The other river within the Shire is the Donnelly and portions of the south-east portion of the Shire are within the Warren River catchment. Approximately 45% of the land area of the Shire is under the control of the Crown and is classified into a variety of reserves, being either State Forest, Conservation Area, vacant crown land, vested reserves or unvested reserve land.

The Shire has a Mediterranean type climate with high rainfall of an average 840mm per year. Greenbushes receives over 100mm more annual rainfall with its annual average being 950mm.

The Shire of Bridgetown-Greenbushes Administration Office is located at

1 Steere Street Bridgetown
(PO Box 271, Bridgetown 6255)

Phone: 97610 800

Fax: 97612 023

Email: btnshire@bridgetown.wa.gov.au

Website: www.bridgetown.wa.gov.au

Our Council and Organisational Structure

Elected Members (Councillors)

In 2021/22 the Council consisted of:

1 July 2021 to 16 October 2021

Cr John Nicholas, Shire President	South Ward
Cr Barbara Johnson, Deputy President	South Ward
Cr John Bookless	South Ward
Cr Julia Boyle	South Ward
Cr Joann Moore	North Ward
Cr Jenny Mountford	South Ward
Cr Tony Pratico	North Ward
Cr Peter Quinby	South Ward
Cr Alan Wilson	South Ward

17 October 2021 to 30 June 2022

Note the ward structure discontinued at the October elections

Cr John Bookless, Shire President (resigned as councillor and President 26 April 2022)

Cr Jenny Mountford, Shire President (elected as President 28 April 2022)

Cr Sean Mahoney, Deputy President

Cr Julia Boyle

Cr Barbara Johnson (resigned as councillor 22 April 2022)

Cr Tracy Lansdell

Cr Tony Pratico

Cr Peter Quinby

Cr Amanda Rose

Council Meetings

Ordinary meetings of Council are held on the last Thursday in each month (excepting December when held earlier in month due to Christmas), commencing at 5.30pm. Council encourages its ratepayers and residents to attend Council meetings and to participate in the Public Question Time segment held at the commencement of each meeting.

Special Council Meetings are called on an 'as needed' basis when specific matters need to be dealt with urgently and can't wait until the next ordinary meeting of Council.

In 2021/22 a total of 12 Ordinary Council and 9 Special Council meetings were held.

Council Concept Forums

Council Concept Forums are held on the 2nd Thursday each month excluding the month of December each year and the month of October every 2nd year, coinciding with ordinary local government elections.

Council Concept Forums involve councillors and staff meeting to propose, discuss and formulate philosophies, ideas, strategies and concepts for the development of the local government and the district. Such forums often involve projects that are in the early planning

stage and are sometime away from being presented to Council for decision. In discussing such issues, staff look for guidance from the elected members as they research the matter and draft the report. Councillors and staff are also looking to present ideas and concepts for future consideration. Examples of the type of issues concept forums may cover include –

- Discussion on current matters of a local or regional significance;
- Discussion on matters relating to the future development of the local government;
- Discussion on significant revenue-raising requirements or expenditure needs;
- Development of internal strategic, planning, management and financial documents, including the annual budget;
- Discussion on governance processes and effectiveness;
- The brainstorming of ideas;
- Policy development and direction (but not adoption); and
- Breaking down of complex issues scheduled to come before Council in the medium to longer term

Elector Meetings

In accordance with Section 5.27 of the *Local Government Act 1995*, an Annual General Meeting of Electors is to be held once every financial year. The Act and associated legislation prescribe the matters that are to be discussed.

The 2020/21 Annual Electors Meeting for the Shire of Bridgetown-Greenbushes was held in the Council Chambers on 24 February 2022. Fifteen electors attended in addition to councillors and staff.

Special Electors Meetings can also be held upon petition from electors in accordance with the Local Government Act. An Electors' Special Meeting can be requested for any purpose, provided the issues to be considered are within the local government's power to deal with.

One Special Electors Meeting was held for the Shire of Bridgetown-Greenbushes in 2021/22. This meeting was held on 28 March 2022 in the Bridgetown Leisure Centre.

This meeting was held after the Shire received a request by more than 100 electors to discuss the effects of vaccine mandates. The matters requested for discussion by the electors were:

1. Seek declaration of the Shire of Bridgetown-Greenbushes community being declared a 'Pro-Choice Community' in relation to State Government vaccination mandates.
2. To hear and discuss community concerns in relation to the vaccination mandates, specifically seeking a vote of electors in attendance opposing vaccination mandates and declaring Bridgetown-Greenbushes a 'Pro-Choice Community'.
3. To advise the Premier and State Parliament of community concerns in relation to existing mandates and request they refrain from imposing further mandates as well as removing all existing mandates currently in place.

The minutes of the Special Electors Meeting recorded a total of 165 persons in attendance, including electors, non-electors, councillors and Shire staff. It is clear that additional persons did attend. In order to comply with COVID-19 mandates and directions a limitation of 150 persons per enclosed indoor space was enforced and for this reason regular head counts

were conducted during the meeting. At its peak attendance approximately 185 persons were counted. It was noted that not all attendees chose to record their details on the attendance sheet.

A total of 5 motions were carried at the meeting. These were presented to Council for determination at a Special Council meeting held on 12 April 2022.

Councillor Attendance at Council Meetings, Concept Forums, Elector Meetings

Councillor Attendance at Meetings – 1 July 2021 to 30 June 2022

Councillor	No. of Ordinary and Special Council Meetings During Term	No. Attended	No. of Concept Forum Meetings During Term	No. Attended	No. of Electors Meetings During Term	No. Attended
Cr John Bookless	16	15	8	4	2	2
Cr Julia Boyle	21	19	10	9	2	2
Cr Barbara Johnson	16	16	8	7	2	1
Cr Tracy Lansdell	16	16	7	7	2	2
Cr Sean Mahoney	16	16	7	7	2	1
Cr Joann Moore	5	5	3	3	0	0
Cr Jenny Mountford	21	21	10	9	2	2
Cr John Nicholas	5	5	3	3	0	0
Cr Tony Pratico	21	21	10	9	2	1
Cr Peter Quinby	21	20	10	9	2	1
Cr Amanda Rose	16	16	7	7	2	2
Cr Alan Wilson	5	5	3	3	0	0

Committees

A local government may establish Committees pursuant to Section 5.8 of the Local Government Act 1995 to directly assist the Council in a function, project or issue(s).

In 2021/22 ten (10) Advisory Committees functioned, these being:

- Access & Inclusion Advisory Committee
- Audit Committee
- Bush Fire Advisory Committee
- CEO Performance Review Committee
- Cultural Inclusion Advisory Committee
- Local Emergency Management Committee
- Roadwise Advisory Committee
- Sustainability Advisory Committee
- Trails Development Advisory Committee
- Youth Services Advisory Committee

Objectives - Access & Inclusion Advisory Committee

1. To advise Council on the establishment of priorities and review of progress on the implementation of the strategies identified in the relevant Disability Access and Inclusion Plan and the Age Friendly Communities Plan;
2. To formally report to Council annually on the implementation of the Disability Access and Inclusion Plan and the Age Friendly Communities Plan;
3. To carry out consultation with the community as part of the annual review of the Disability Access and Inclusion Plan and Age Friendly Communities Plan; and
4. To recommend to Council any changes to the priorities identified in the Disability Access and Inclusion Plan and Age Friendly Communities Plan either as part of the annual review process, or if necessary at other times of the year.

Objectives - Audit Committee

1. To provide guidance and assistance to the local government in carrying out-
 - a) Its functions under Part 6 of the Local Government Act 1995 (Financial Management); and
 - b) Its functions relating to other audits and other matters related to financial management; and
 - c) The local government's functions in relation to audits carried out under Part 7 of the Local Government Act 1995 (Audit).
2. To review a report given to it by the CEO under regulation 17(3) of the Local Government (Audit) Regulations 1996 (*CEO to review certain systems and procedures*), and to –
 - a) report to Council the results of that review; and
 - b) give a copy of the CEO's report to Council.
3. To monitor and advise the CEO when the CEO is carrying out functions in relation to a review -
 - a) of systems and procedures in relation to risk management, internal control and legislative compliance in accordance with regulation 17(1) of the Local Government (Audit) Regulations 1996; and
 - b) of the local governments financial management systems in accordance with the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c).
4. To support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government.
5. To oversee the implementation of any action that the local government -
 - a) is required to take by section 7.12A(3) of the Act (Audit report); and
 - b) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a) of the Act; and

- c) has accepted it should be taken following receipt of a report of a review conducted under regulation 17(1) of the Local Government (Audit) Regulations; and
- d) has accepted it should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c).

Objectives - Bush Fire Advisory Committee

To provide advice to Council in regard to all matters relating to bush fire control, prevention and management including recommendations on the annual firebreak requirements, capital (equipment) purchase, review of firefighting/prevention practices, firefighting training, etc.

Objectives - CEO Performance Review Committee

As directed by Council from time to time, use the performance appraisal system to ensure that its objectives are achieved in a timely and efficient manner and proposes to use the system to recognise and reward high achievement.

Objectives – Cultural Inclusion Advisory Committee

1. To advise Council on ways to grow recognition and respect for all cultures.
2. To advise Council on ways to develop and implement reconciliation actions and strategies.
3. To advise Council on ways to facilitate the collection and sharing of information and stories about local and culture and history including NAIDOC week events and Harmony Week activities and events.
4. To advise Council on the development of cultural inclusion events and events calendar.
5. To advise Council on ways to identify, preserve and showcase significant local history and heritage including promotion of indigenous history.

Objectives - Local Emergency Management Committee (LEMC)

1. To review and maintain the Community Emergency Management Arrangements;
2. To review and maintain the Community Evacuation Plan;
3. To review and maintain the Community Emergency Recovery Plan including documenting processes for the planning and management of recovery after a major disaster; and
4. To comply with the Emergency Management Act 2005 in meeting the Business Reporting requirements of the State Emergency Management Committee (SEMC).

Objectives - Roadwise Advisory Committee

1. Raise public awareness of road safety within the Shire.
2. Hosting of annual events such as 'Blessing of the Roads'; 'Mystery Tour of Life'; and 'Cop-it-Sweet Project'.

Objectives - Sustainability Advisory Committee

1. To provide advice to the Council on sustainable natural environment, social and economic issues such as:
 - Air Quality
 - Biodiversity
 - Land Degradation
 - The Built Environment
 - Water
 - Waste Management
 - Community Infrastructure
 - Community Engagement
2. To provide advice to Council on the possible introduction of incentives, initiatives and recommendations which can be introduced into the daily operations of the Shire, Policy setting process, Strategic Plans and Town Planning Schemes to :-
 - Reduce the impacts on the natural environment
 - Reduce the impacts on the climate
 - Initiate sustainable management of resources
3. To identify for the consideration of Council strategies which increase real and sustainable behaviour change in residents, businesses and other members of the community (including tourists) in order to improve environmental outcomes.

Objectives - Trails Development Advisory Committee

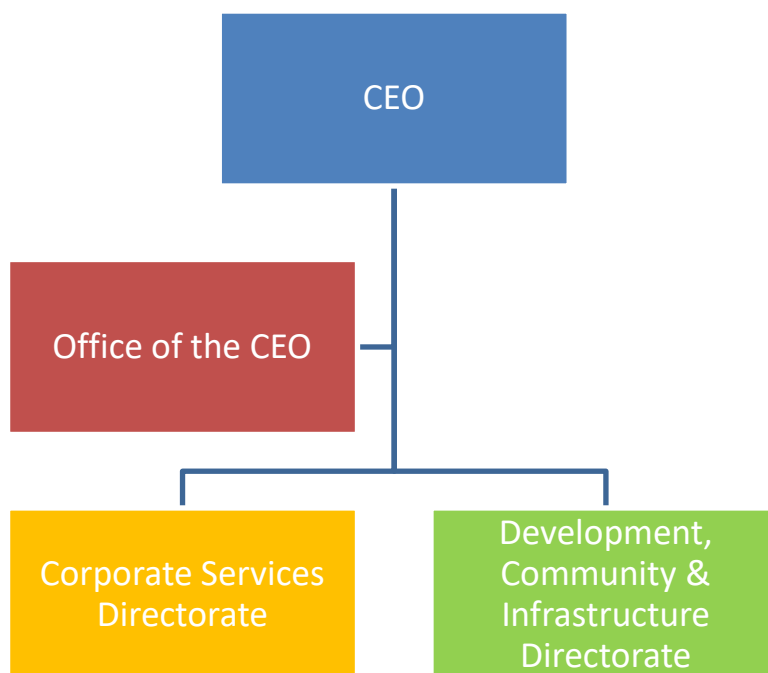
1. Implement Council's economic strategies via identified and proposed tasks;
2. To advise Council on the establishment of priorities and review of progress on the implementation of the strategies identified in the relevant Local Trails Plan;
3. To formally report to Council annually on the implementation of the Local Trails Plan; and
4. To recommend to Council any changes to the priorities identified in the Local Trails Plan either as part of the annual review process, or if necessary at other times of the year.

Objectives – Youth Services Advisory Committee

1. To provide advice and input into a review of Council's Youth Plan.
2. Once the Youth Plan is reviewed, to provide advice and input into the prioritization of strategies and actions contained in the Youth Plan.
3. To report to Council at least bi-annually on the implementation of the Youth Plan.

Organisational Structure

A review of the organisational structure occurred in 2021/22, being completed in June 2022. This saw the structure changed to a directorate structure as illustrated below:



Under the organisational structure the staff in the 'Office of the CEO' report directly or indirectly to the CEO. In the two directorates staff report directly or indirectly to a Director, being:

- Director Corporate Services – Michelle Larkworthy
- Director Development, Community & Infrastructure – Phil St John

Below and on the following page is a list of the functions/services for which each Department is responsible.

CORPORATE SERVICES	
Financial Compliance	Annual Budget
Debtors/Creditors	Insurance
Rates	Payroll
Annual Financial Reports	Long Term Financial Plan
Asset Management	Records Management
Customer Service	Police Licensing
Information Technology (IT)	Risk Management & Compliance
Building Maintenance	Cleaning of Shire Facilities
Cemetery Bookings Management	Visitor Centre

DEVELOPMENT, COMMUNITY AND INFRASTRUCTURE	
Town Planning – Development Approvals	Town Planning - Subdivisions
Town Planning Zoning (Local Planning Schemes & Local Planning Strategy)	Private and Public Swimming Pool Inspections
Road Naming	Heritage Assessments
Building Control/Permits	Public Building Approvals
Environmental Health	Project Management (selected projects)
Road, Footpath, Drainage Construction	Road, Footpath, Drainage Maintenance
Traffic Control	Regulatory Road Signage
Street Tree Maintenance and Assessment	Parks and Gardens Maintenance
Weed Management	Restricted Access Vehicle Approvals
Cemetery Maintenance	Waste Management
Community Development	Service Agreements & Community Grants
Trails Development	Arts & Culture
Seniors Issues	Youth Issues
Access and Inclusion	Cultural Awareness
Library	Leisure Centre

OFFICE OF THE CEO	
Organizational Overview & Compliance	Strategic Management
Council Meetings	Concept Forums
Shire President & Councillors Liaison	Strategic Community Plan
Workforce Plan	Citizenship
Property Disposition	Local Government Elections
Local Laws	Council & Operational Policy/Procedures
Organizational Communications	Human Resources
Work, Health & Safety	Change Management
Emergency Services	Bush Fire Mitigation
Ranger Services (12 months only)	

President's Report

I take great pleasure in presenting the 2021/22 Annual Report of the Shire of Bridgetown-Greenbushes. The Annual Report provides an overview of the Shire's activities during the year. I will address some of the major issues while a more detailed report is available in the Chief Executive's report.

After the October 2022 local government elections Cr John Bookless was elected as Shire President. John had previously served as a councillor for 4 ½ years, first elected in October 2017. Unfortunately due to personal reasons John resigned from his positions of Shire President and Councillor in April 2022 and shortly afterwards I was elected by my fellow councillors to the position of Shire President.

Also in April 2022 Cr Barbara Johnson resigned. Barbara had served as a councillor for 2 ½ years after being elected in October 2019. This included a 2 year term as Deputy President between October 2019 and October 2021.

On behalf of the Council and community I thank John and Barbara for their great service to the community. Serving on Council is a demanding role with many hours dedicated to the task. Taking extra positions adds enormously to that contribution and we are grateful for the contribution made by them both.

The most significant event that occurred in 2021/22 was the large fire that started on 5 February and was subsequently contained on 7 February. Over 2,000 hectares was burnt in the fire with major property damage occurring at the Shire Depot, Bridgetown Waste Site, Bridgetown Golf Club and properties in the town of Hester, including one house totally destroyed and multiple damages to the Timber Treathers business. The latter damage did trigger a HAZMAT incident and an evacuation of nearby residents occurred. A multi-agency Government response coordinated testing of potential contamination, clean-up of affected properties and support for displaced and/or concerned residents. Whilst Council is very appreciative of the level of response provided by the Government agencies, it is also aware that various levels of trepidation and concern remain for Hester residents, especially about residual effects of contamination and risks of a similar incident happening in the future. Council continues to take an interest in this matter.

The efforts of the bush fire volunteers (both from this Shire and other Shires), the Shire's own bushfire leadership team, DFES staff, and other Government agencies such as DBCA, Water Corporation, Western Power, DPIRD, Department of Communities and our own Shire staff are gratefully acknowledged.

Over the last few years Council has engaged in a program of lobbying Government seeking an investment in long term, community priority projects. Nearly every local government in Western Australia would have the same goal – greater government investment in community infrastructure. Our point of difference to most other local governments, and the issue that allowed us access to Government Ministers to develop relationships and seek Government investment, was and remains the economic impacts of the Talison Lithium mine expansion project. With Talison seeking a residential workforce we have been able to promote to the Government the benefits of it investing in community infrastructure projects that will make our towns an even better place to live. Funding received from the State Government,

combined with Australian Government funding and other sources such as Lotterywest allowed us to progress some major projects in 2021/22, including:

- Blackwood River Foreshore Park Redevelopment (works substantially completed)
- Bridgetown Railway Station Redevelopment (works in progress)
- Bridgetown Town Hall Revitalization (planning completed)
- Bridgetown Youth Precinct Development (works completed)
- Greenbushes Town Centre Carpark (land acquisition in progress)
- Greenbushes Railway Station (planning completed, additional funding being sought)

Your council has a number of other projects identified in its Corporate Business Plan and will continue to engage with government and other potential funding partners to hopefully deliver these in future years.

The Shire continues to be an active member of the Blackwood Alliance of Councils (WBAC) with the Shires of Boyup Brook, Donnybrook-Balingup, Manjimup and Nannup. The Alliance permits issues of a regional nature to be addressed by the contributing Shires and can be an effective conduit to government as it represents 5 separate local governments. In 2021/22 the WBAC took over the operations of the former Southern Forests Blackwood Valley Tourism Association with its focus on promoting tourism within our region.

On 8 September 2021 the State Government made the decision to cease logging in the State's native forests from 2024. As part of that decision the Government announced that a 'Just Transition Plan' to support affected workers and communities would be prepared. The intent of this plan was to support affected workers, diversify local economies and identify and secure sustainable job creation opportunities such as retraining opportunities, enhanced redundancy packages for affected workers, business transition funding and opportunities to diversify the local economies.

The Shire Presidents from the Shires of Bridgetown-Greenbushes, Manjimup and Nannup were invited to be members of the Timber Industry Transition Group and the Industry and Community Development subgroup. The Shire Chief Executive Officers also attended. The membership of these groups was quite extensive and at times the local government representatives did find it difficult to convey to other members the community impacts of the Government's decisions.

The impacts of COVID-19 continued in 2021/22. Thankfully there were limited impacts on the delivery of Shire services. The Council did receive a petition to hold a Special Meeting of Electors to discuss the effects of vaccine mandates. This special meeting was held at the Bridgetown Leisure Centre on 28 March 2022 with the specific items to be discussed being:

1. Seek declaration of the Shire of Bridgetown-Greenbushes community being declared a 'Pro-Choice Community' in relation to State Government vaccination mandates.
2. To hear and discuss community concerns in relation to the vaccination mandates, specifically seeking a vote of electors in attendance opposing vaccination mandates and declaring Bridgetown-Greenbushes a 'Pro-Choice Community'.
3. To advise the Premier and State Parliament of community concerns in relation to existing mandates and request they refrain from imposing further mandates as well as removing all existing mandates currently in place.

The special electors meeting was attended by over 150 people and a number of motions were carried. Although not unanimous there was a clear majority of attendees that expressed their strong support for the motions passed and the supporting arguments. The majority of attendees were clear and strong in their views about the impacts of mandates on businesses and community cohesiveness, based on their own experiences.

The Special Meeting of electors was held in a cordial fashion and all attendees typically showed respect for individual views that were expressed by speakers.

The 5 motions from the electors meeting were subsequently considered by the Council at a meeting in April where the following was resolved:

That Council:

- 1. Notes but does not endorse the 5 motions carried at the Special Meeting of Electors held on 28 March 2022.*
- 2. Refrains from endorsing an advocacy position in relation to the State Government vaccination mandates or covid-19 Directions.*
- 3. Notes that any elector has the right to direct any concerns they have about State Government vaccination mandates or covid-19 Directions to the WA State Government who have full jurisdiction over the mandates imposed.*

In arriving at its decision Council recognised that local government is not the legislating body in relation to vaccine mandates, therefore the concerns raised at the Special Meeting of Electors would be best addressed directly to the State Government or one of their representatives. The question of vaccination mandates can be divisive within a community and it was difficult for Council to be satisfied that the opinion of the majority of electors was accurately reflected in the motions carried at the meeting.

There have been new initiatives with the reactivation of the Youth Services Advisory Committee which was very pleasing and the creation of the new Cultural Inclusion Advisory Committee - which made its first mark by creating a set of beautiful banners for NAIDOC week featuring the art of Sandra Hill.

We put together a couple of small working groups with local stakeholders to contribute to planning being done for both the Railway Station and the Bridgetown Sportsground.

We look forward to working more with local individuals over relevant projects into the future.

The effective operation of the Shire only occurs through a considerable amount of dedication, hard work and resolve by Councillors, management and staff. I would like to thank my fellow Councillors for all their work during 2021/22 and to express my appreciation to the Chief Executive Officer, Tim Clynch and his staff whose efforts throughout the year are greatly appreciated.

This Council has been very focused on improving communication with the community and have worked to increase our accessibility. Each of us is very mindful of the fact we are your representatives at the table and have your needs and desires in mind when making decisions.

We will continue to improve the engagement between Shire and community and support the many active community groups who do so much to make life here so full.

I look forward to the next year of working with you to evolve our beautiful towns and deepen the already wonderful experience of living here.



A handwritten signature in black ink that reads "J Mountford". The signature is written in a cursive, flowing style.

Cr Jenny Mountford
Shire President

Chief Executive Officer's Report

Note this report is limited to reporting during the period from 1 July 2021 to 30 June 2022.

There were a number of events, issues and projects that occurred during 2021/22 and these are commented on below:

COVID-19

COVID-19 was declared a pandemic by the World Health Organisation on 11th March 2020. On 16 March 2020 the Government of Western Australia declared a State of Emergency. A series of restrictions were subsequently imposed on individuals and businesses, affecting the social, cultural and economic well-being of our community. Some of these restrictions and associated impacts continued to be felt throughout 2021/22 however continuity of Shire services was maintained throughout the year.

Hester/Bridgetown Fire

On 5 February 2022 a fire commenced in the vicinity of Hester Cascades Road in the locality of Hester Brook. Under the influence of strong winds, high temperature and very low relative humidity the fire quickly spread in a south-easterly direction with spotting occurring 3-6km ahead of the head fire. Within a few hours the fire was classified as a level 3 incident and responsibility handed to the Department of Fire & Emergency Services (DFES).



An evacuation centre was established at the Manjimup Recreation Centre and approximately 180 persons were accommodated at that facility overnight. Appreciation is expressed to the staff of the Shire of Manjimup and Department of Communities for opening and operating the evacuation centre. Aged care facility residents were transferred to accommodation in Manjimup.

The fire burnt over 2,000 hectares and did cause significant damage including the loss of a house in Hester, multiple outbuildings, the clubhouse of the Bridgetown Golf Club, the Shire Shire Depot, the Bridgetown Waste Site and at the Timber Treaters business in Hester.



The damage to the Timber Treathers business did trigger a HAZMAT incident due to contamination caused by the release of Copper Chrome Arsenate (CCA) from burnt CCA treated logs. An exclusion zone was established and residents requested to evacuate due to health and safety concerns. DFES engaged contractors to stabilize the piles of CCA ash to prevent it spreading.

The contamination at the Timber Treathers site did raise concerns about spread of contamination to surrounding areas. A multi-agency Government response coordinated testing of potential contamination including on private properties within Hester and surrounds, water tanks and dams. There was also offers made to residents of Hester for clean-up of affected properties and most residents accepted those offers.



During the fire public meetings (including one for Hester residents only) were held at the Bridgetown Leisure Centre on Sunday 6 February, Monday 7 February, Tuesday 8 February, Wednesday 9 February and Thursday 10 February. These meetings were well attended by members of the public and representatives from the Shire, DFES and other agencies were able to respond to questions. Further information sessions were held on 1 March at the Hester Fire Station (targeted at Hester residents) and the Bridgetown Lesser Hall.

The work carried out for both the response and recovery phases from bush fire volunteers, Shire staff, DFES, DWER, Water Corporation, Western Power, DPIRD, Department of Communities and other Government agencies was immense and greatly appreciated.

The Shire's Recovery Committee coordinated the community recovery process. A fundraising sub-committee was also established consisting of representatives from the Shire, Lions Club and Rotary Club. The sub-committee determined the distribution of funds raised from community donations as well as donations received from other Lions Clubs in Western Australia. Also Blaze Aid brought a number of volunteers to Bridgetown to assist with the rebuild of damaged fences on private property.

Regional Cooperation

The Shire of Bridgetown-Greenbushes continued to be a member of the Warren Blackwood Alliance of Councils (WBAC) together with the Shires of Boyup Brook, Donnybrook-Balingup, Manjimup and Nannup.

Together with most of the South West local governments the Shire of Bridgetown-Greenbushes was a member of the South West Waste Group. This group has been formed to seek opportunities to leverage regional economies of scale to improve collective waste management.

The Shire of Bridgetown-Greenbushes was also an active member of the South West Zone of the Western Australian Local Government Association, a representative group of all 12 local governments of the South West Region.

Shire of Bridgetown-Greenbushes Growth Strategy

The background to Council's Growth Strategy is:

- It is a Strategy that has been developed to capitalise on the growth of the lithium and energy material industry in the region including the world's largest lithium producing mine, the Talison Lithium Mine at Greenbushes.
- The operational workforce at the mine is projected to grow from 600 to 1400 over the next 5 years.
- Talison Lithium has a residential operations workforce. Currently 75% of operations staff resides within a 30 minute drive of the mine. Therefore their operations workforce is predominantly residing within a circle from Donnybrook in the north, Boyup Brook in the east, Manjimup in the south and Nannup in the west.
- Approximately 50% of the staff resides in the Shire of Bridgetown-Greenbushes.
- Historically the workforce at the mine has been those with families seeking a drive in drive out work life balance. Therefore our planning has been focussed on family household structures.
- The Growth Strategy identifies a number of projects that would increase the already high 'liveability' of our Shire.

In 2021/22, guided by the Growth Strategy a number of projects were progressed, either via construction delivery or planning as a prelude to construction. These included:

- Bridgetown Civic Centre Restoration/Refurbishment;
- Bridgetown Railway Station refurbishment;
- Greenbushes Railway Station Relocation;
- Blackwood River Foreshore Park;
- Bridgetown Youth Precinct at Somme Park; and
- Greenbushes Town Centre Car Park

The Council sees the population growth arising from the mine expansion as a positive assuming that development associated with this growth is done in an orderly, sensitive and compatible manner to all the attributes that attract people to move to our Shire. For example, population growth strengthens the case for retention and possible growth of Government services such as medical facilities and provides support to our economic and retail sectors.

Under the Growth Strategy Council is seeking to partner with Commonwealth and State Governments in ensuring continued prosperity and liveability for the people of the Shire, as well as promoting greater tourism and local business investment. Council believes these proposals will help to:

- protect the unique local heritage and character of the Town;
- secure a residential workforce for the mine expansion to support long term growth;
- deliver a boost to the local economy, tourism and regional jobs; and
- ensure the Shire continues to be a safe and family-friendly neighbourhood for new workers and their families.

The Growth Strategy doesn't have a finite end date. Work on planning for the next tranche of projects will continue in 2022/23, including but not limited to preparing conceptual and detailed design plans for the Greenbushes Sportsground Tourism and Recreation precinct, the Geegelup Brook Environmental Restoration project, investigations into improving the water supply and playing surfaces at Bridgetown Sportsground and upgrade of the Greenbushes Youth Precinct.

Works Program

Set out below were the main features of the 2021/22 works program:

Road Construction/Renewal

- Winnejump Road (progressive reconstruction)
- Brockman Highway (Regional Road Safety Program works)
- Turner Road (blackspot funded works)
- Glentulloch Road (2nd coat seal)
- Hay Road (gravel sheeting)
- Grange Road (gravel sheeting)

Significant funds were also expended on roadside vegetation removal and normal road maintenance functions.

Drainage Works

- Nelson Street

- Lockley Avenue
- Layman Street



Bridge Works

- Catterick Road
- Fletchers Road

Community Grants, Service Agreements and Other Donations

In 2021/22 Council continued to provide significant levels of financial assistance to the community, being the sum of \$160,000 in service agreements, community grants and donations.

Some of the larger amounts were \$43,054 for the community landcare officer project, \$30,000 partial donation of rates for Geegeelup Village, \$10,000 support for Henri Nouwen House, \$8,000 support for the Bridgetown Family and Community Centre, \$5,000 support for the Rotary Club Blackwood Marathon event and \$10,000 as a 1 year trial for the Bridgetown Family and Community Centre to provide a grant support service to other community groups.

Review of Local Visitor Servicing

In 2018/19 Council had commenced a review of how visitor information services are delivered in the Shire. This encompasses a review of the best model for delivering these services and the best location (building) to deliver the services from.

In 2018/19 Council had resolved to review its model for delivering visitor information services commencing with a comprehensive community consultation/engagement program to

discuss some options for different management models and locations (including the existing visitor centre building) for delivering visitor information services. A number of consultations were conducted on this issue with Council determining that a business plan be prepared for the outsourcing of visitor information services based on a twofold approach as follows:

1. Business case development for a model whereby the Bridgetown CRC will manage the provision of visitor information servicing and the Jigsaw Gallery; and
2. Business case development for a model whereby the Bridgetown CRC will manage the provision of visitor information servicing and the BGBTA will manage the Jigsaw Gallery.



In 2020/21 a business plan was prepared and this led to the Council taking the following direction:

1. A recommendation that the Bridgetown CRC manage both the Visitor Centre and, in a collaboration with the BGBTA, the Brierley Jigsaw Gallery, both housed in the same building.
2. Awareness that the vision of the CRC and BGBTA is to provide a revitalized hub for visitors and community incorporating an interactive contemporary puzzle attraction, and to expand the Shire of Bridgetown-Greenbushes as a tourist destination.
3. Awareness that there is a need to enhance the visibility of and signage for the Visitor Centre to ensure maximum footfall and visitation.
4. That the operating subsidy (excluding administrative and management allocations) required by Council to outsource service delivery is significantly less than the cost of Shire maintaining the Visitor Centre.

The business case recognised there would be some significant “one-off” costs in making the Visitor Centre building suitable for relocation of the CRC existing operations and also incorporate some modifications to improve service delivery to visitors. Included in Council’s 2021/22 budget was capital expenditure of \$195,000 for fitout (including some minor building modifications) of the visitor centre to accommodate the relocation of the

Bridgetown CRC to the premises to enable CRC and visitor information services to be delivered. Of the \$195,000 an amount of \$130,000 was to be contributed by the Bridgetown Community Resource Centre meaning the Council contribution to these works in the 2021/22 budget was \$65,000.

At its December 2021 meeting Council however resolved to pause the potential outsourcing of the Visitors Centre management to the Bridgetown Community Resource Centre pending the holding of workshops. These workshops were subsequently held, one with community groups and other stakeholders and the other a council workshop.

At the first workshop feedback was provided by a number of invited community groups on what expectations existed on the provision of local visitor services. Representatives from the Bridgetown CRC attended and presented on its vision for providing visitor services and responded to questions.

Only one other group that attended the first workshop – ‘Bridgetown Discovery’ - expressed any interest in providing visitor services at the visitor centre. However Bridgetown Discovery subsequently advised the Shire it had withdrawn from any further progression of any such proposals. This once again leaves the Bridgetown CRC as the only external group interested in taking over management of visitor servicing on behalf of the Shire.

At the Council workshop held on 7 April 2022 councillors again expressed concerns about the proposed floor plan compiled by the CRC. These concerns were principally that the plans didn't have enough focus on visitor servicing. There was also considerable discussion on the Building Condition Report of the current Visitor Centre building. That report concluded that the building appeared to be in a sound condition however works are required to renovate the exterior of building (including exterior walls, verandah, canopy, roof, gutters and windows) and the interior (ceilings, wall surfaces, insulation, etc.). There were also other items for consideration not listed in Building Condition Report but have been highlighted previously requiring attention- namely air conditioning, light fittings and kitchen refurbishment.

Council subsequently resolved, at a special meeting held on 9 June 2022 to discontinue any further investigation into outsourcing of management of the visitor centre and that the management of the visitor centre continue under a Shire managed model.

Development Statistics

In 2021/22 the Shire of Bridgetown-Greenbushes issued a total of 221 building permits. This compares to the statistics for 2020/21, being 234 permits.

A total of 160 development (planning) approvals were issued (compared to 143 in 2020/21). This does not include scheme amendments, structure plans or subdivision applications.

Other Notable Items

- Australia Day events were held in Bridgetown and Greenbushes, the latter hosted by the Greenbushes Ratepayers and Residents Association. Winners of the 2022 Citizen of the Year Awards, more commonly known as the ‘*Australia Day Awards*’ were:
 - Citizen of the Year – Mike Fletcher
 - Citizen of the Year – Youth (under 25 years) – Alicia Gluck

- Citizen of the Year – Senior (over 65 years) – Eric Wheatley
- Active Citizenship – Group or Event – Friendship Club - Bridgetown South West Rural Respite Services – CareAlot



- There was a significant amount of legislation impacting the local government sector progressed in 2021/22 by the State Government, including the review of the Local Government Act. Council monitored these reviews and contributed feedback at times and also liaised with the Western Australian Local Government Association on the whole of sector position on these matters.
- The Shire continued to participate in a regional waste management study with other local governments of the south-west so that future options to use a regional site can be considered. This includes assessment of technological opportunities for more sustainable means of disposing of waste and also looks at what savings and synergies can occur by multiple local governments working together in delivering waste services to their communities.
- The Shire's Chief Bush Fire Control Officer, Greg Campbell and Deputy Chief Bush Fire Control Officer, Chris Doherty led an exceptional and dedicated bush fire brigade volunteers in protecting our community. I take this opportunity to thank all volunteers that contribute to the well-being of our fantastic community – from emergency service volunteers to those that assist community and sporting groups – so many in our community freely provide their time to assist others.
- Please read Part 4 of this Annual Report for more specific reporting on how the various actions contained in Council's Corporate Business Plan were implemented in 2021/22.



Appreciation

I thank all staff for their efforts during 2021/22. The whole of the Shire staff is responsible for a diverse range of duties and handle them most effectively and efficiently. The employment market was quite unique throughout 2021/22 and we did have some difficulty in filling open positions during the year, meaning many staff had to fill in to take on duties of vacant positions.

Finally, in conclusion I would also like to express appreciation for the efforts of all the councillors in 2021/22 for their work on behalf of the community.

Tim Clynch
Chief Executive Officer

PART 2 – PLAN FOR THE FUTURE

Council's Integrated Planning Framework

All Local Governments in WA are required to comply with the Integrated Planning and Reporting Framework (IPRF).

The core components are:

1. Strategic Community Plan

- Strategy for 10+ years
- Provides the vision, outcomes and Council's strategic priorities
- Identifies long and medium term objectives
- Determines allocation of resources
- Shaped by community input

2. Corporate Business Plan

- Four-year delivery plan
- Aligned to Strategic Community Plan
- Financial projections

3. Annual Budget

- Financial statements and policies for one year

The Strategic Community Plan responds to three questions put to the community and the local government:

- Where are we now?
- Where do we want to be?
- How do we get there?

The Shire's Integrated Planning Framework addresses these needs by providing a process to:

- Ensure community input is obtained
- Determine long term (10+ years) objectives
- Identify the resourcing to deliver against the long term objectives
- Clearly articulate long term financial implications and strategies

Under the Integrated Planning Framework Council's decisions take the community's aspirations into account and deliver the best results possible with the available resources.

The Strategic Community Plan sets the scene for the whole framework – it expresses the community's vision and priorities for the future and shows how the Council and community intend to make progress over a ten year period.

Detailed implementation for the next four years is covered in the Corporate Business Plan. The “Informing Strategies” – particularly the Long Term Financial Plan, Asset Management Plans and Workforce Plan – show how the Plan will be managed and resourced.

The Strategic Community Plan is a ten year plan. However, it is not fixed for ten years – it would be long out of date by then. Rather, it is a “rolling” plan which is reviewed every two years.

Integrated planning and reporting gives a local government a framework for establishing local priorities and for linking this information to operational functions. The *Local Government (Administration) Regulations 1996* require each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

A successful integrated planning and reporting process will deliver the following outcomes:

- A Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy
- A Corporate Business Plan that integrates resourcing plans and specific council plans with the Strategic Community Plan.

Integrated Planning provides for:

- Strategic planning systems that deliver accountable and measurable linkages between community aspirations, financial capacity and practical service delivery.
- Financial planning systems that accurately demonstrate a local government’s capacity to deliver services and manage assets that can sustain communities into the future’.
- Effective asset management systems with the rigour of process and integrity of data to accurately reflect true asset management costs.

The Strategic Community Plan is the overarching plan guiding all the Shire’s activities. The Plan identifies the issues that are important to our community, sets out the community’s vision and objectives as well as strategies to implement the objectives.

For the Strategic Community Plan the two yearly reviews alternate between a minor review (updating as needed) and a major review (going through all the steps again). The plan is continuously looking ahead, so each review keeps a ten year horizon. This is to ensure that the best decisions are made in the short to medium term.

The diagram on the following page illustrates the Shire of Bridgetown-Greenbushes’ Integrated Planning and Reporting Framework and where the Corporate Business Plan, Strategic Community Plan and various informing strategies together with the annual budget sit in the Framework. The diagram illustrates the process used to guide Council’s decisions, resource allocations and planning.



Overview of Council's Strategic Community Plan

Council adopted its current Strategic Community Plan at its ordinary meeting held on 24 June 2021.

The Integrated Planning Framework and Guidelines of the Department of Local Government, Sport and Cultural Industries states that at a minimum a desk top review of the Strategic Community Plan should be undertaken every two years, and a full review and renewed long-term visioning process be conducted every four years thus ensuring the community priorities and aspirations are kept up to date and relevant. Council in its 'Integrated Planning Review Cycle' recognises this approach and schedules desktop reviews and full reviews in 2 yearly intervals.



The Strategic Community Plan is a strategy and planning document that reflects the longer term (10+ years) community and local government aspirations and priorities. Council engaged consultants 'Catalyse' to assist in the development of the new Strategic Community Plan, including the community consultation and engagement components.

The Strategic Community Plan addresses these questions and describes:

- A future vision for the Shire of Bridgetown-Greenbushes
- How the Shire will achieve and resource its objectives
- How success will be measured and reported

The Strategic Community Plan 2021-31 articulates a vision which is what the community aspires to create and to be. The Vision is:

Bridgetown-Greenbushes: The heart and soul of the South-West

The following values have been identified, reflecting what the local community cares deeply about. These are the values the Shire will always strive to be”

- **Welcoming**, friendly and inclusive;
- **Community minded**, showing respect, understanding and compassion for others, and working collaboratively with people in the local community for better outcomes;
- **Creative** and innovative, being open to new ways of doing things;
- **Sustainable** and resilient, carefully considering our options and making balanced choices to care for our community, planet and economy; and
- **Cost effective** and accountable, providing good value for money.

The Shire’s Purpose is:

The Shire of Bridgetown Greenbushes exists to provide, facilitate and advocate for services and facilities to improve quality of life for everyone who lives, visits and works in the area.

To fulfil its purpose the Shire will either advocate, facilitate, fund, partner, provide or regulate.

To achieve our vision the Strategic Community Plan lists five supporting aspirations. These aspirations align with core pillars – people, planet, place, prosperity and performance.

These pillars are interrelated and each must be satisfied to deliver excellent quality of life in the Shire of Bridgetown Greenbushes. Within each pillar, a local government delivers a large and diverse range of services to meet community needs.

Contained in the Strategic Community Plan are 16 outcomes and 39 objectives. The 16 objectives listed under the 5 pillars are:

People

1. A growing community that is diverse, welcoming and inclusive – 4 objectives
2. Good health and community well-being – 4 objectives
3. A safe community for people and animals – 2 objectives

Planet

4. The Shire of Bridgetown-Greenbushes continues to be naturally beautiful – 1 objective
5. Shared responsibility for climate action to strengthen resilience against climate-related hazards and natural disasters – 2 objectives
6. A sustainable, low-waste circular economy – 2 objectives

Place

7. Responsible and attractive growth and development – 6 objectives
8. Local history, heritage and character is valued and preserved – 1 objective
9. Safe, affordable and efficient movement of people and vehicles – 4 objectives

Prosperity

10. A strong, diverse and resilient economy – 3 objectives
11. Access to quality education and work opportunities – 1 objective
12. Bridgetown Greenbushes is regarded to be a major tourist destination – 3 objectives

Performance

13. Proactive, visionary leaders who respond to community needs – 2 objectives
14. Effective governance and financial management – 2 objectives
15. A well informed and engaged community – 1 objective
16. An engaged and effective workforce – 1 objective

Overview of Council's Corporate Business Plan

In accordance with section 5.56 of the *Local Government Act 1995* all local governments in Western Australia are required to effectively plan for the future as outlined in the Integrated Planning Framework. The intent of the framework is to ensure that priorities and services provided by local government are aligned with community needs and aspirations and, in doing so, facilitate a shift from a short-term resource focus to a long-term value creation.



The Corporate Business Plan (CBP) is responsible for activating the strategic direction of the Shire, articulated within the Strategic Community Plan, into specific priorities and actions at an operational level to inform the annual budget. The Plan also draws together actions contained within the informing strategies of Council's Integrated Planning Framework including but not limited to the Long Term Financial Plan, Asset Management Plans and capital works plans.

The CBP details the services, operations and projects a local government will deliver within a defined period (4 years). It also contains forecasts of funding, additional operating activities/expenditure (over and above current operating activities) and capital program expenditure.

Regulation 19DA of the Local Government (Administration) Regulations 1996 requires an annual review of the Corporate Business Plan.

The Strategic Community Plan contains 5 pillars, 16 outcomes and 39 objectives. The Corporate Business Plan that was applicable in 2021/22 contained a total of 160 Actions to deliver on the outcomes and objectives.

The determination of what can be funded in each of the first 4 years of the Corporate Business Plan has been done with regard to the current Long Term Financial Plan.

An annual review process occurred in 2021/22. For this review of the Corporate Business Plan two Council workshop sessions were held at which Council reviewed the actions contained in the current Corporate Business Plan. No changes to outcomes and/or objectives within the current Corporate Business Plan were considered as the outcomes and objectives are copied from Council's Strategic Community Plan which wasn't under review in 2021/22.

The first workshop session assessed all 160 actions including whether they had already been completed or remained relevant. The timelines for implementation of all actions were also reviewed. The second workshop session assessed the costs associated with each action and ensured that the 'materials & contracts' costs of actions was consistent with the financial allocations for Corporate Business Plan implementation contained within the Long Term Financial Plan (LTFP).

The annual review of the Corporate Business Plan was completed in June 2022 with Council formally endorsing a number of amendments to the 2021 Plan.

Corporate Business Plan – Annual Reporting

Part 4 at the end of the Annual Report is a copy of an annual reporting spreadsheet for the year ending 30 June 2022, showing how the specific actions within the Corporate Business Plan were implemented in 2021/22.

Major initiatives or actions that were either fully or substantially completed in 2021/22 include (note many of these are discussed in more detail elsewhere in this Annual Report):

- Annual review of the Corporate Business Plan
- Advocacy to State and Commonwealth Government Ministers of the opportunities associated with the Talison Lithium mine expansion
- Continued the delivery of works for the Blackwood River Foreshore Project
- Progressed final design for the Bridgetown Town Hall project
- Commenced renewal/redevelopment of the Bridgetown Railway Station

- Progressed planning, approvals and funding requests for the Greenbushes Railway Station project that will see that building relocated to the Greenbushes Discovery Centre
- Annual Road, Footpath and Drainage construction programs
- Plant replacement in accordance with Plant Replacement Plan
- Implementation of the Age Friendly Community Plan
- Implementation of the Disability Access and Inclusion Plan
- Progressive acquisition of land adjacent to Geegelup Brook
- Provision of community grants and service agreements in a competitive funding process for local community groups and organisations
- Maintained financial support of the community landcare service
- Completed a review of visitor information services, including management model and potential outsourcing of Visitor Centre management
- Completed construction of Stage 1 of the Bridgetown Youth Precinct – upgraded skate park, pump track
- Commenced community engagement and planning for redevelopment of Greenbushes Youth Precinct
- Continued preparation of a Local Planning Strategy
- Progressed the acquisition of land in Greenbushes commercial area to allow for upgrade of parking and rear laneway near roadhouse.
- Investigated possible regional solutions and initiatives relating to waste management as a member of the South West Waste Group
- Review and enforcement of annual firebreak order
- Worked with our local government partners as a member of the Warren Blackwood Alliance of Councils
- Participated as a member of the Warren Blackwood Alliance of Councils Sub-Regional Climate Change Impact Reference Group (CCIRG) established for the purpose of developing a sub-regional climate change impact policy that includes recommendations for practical and achievable adaption and mitigation strategies
- Funded the Southern Forest and Blackwood Valley Tourism Association to promote the region as a major tourist destination.
- Ran an initial trial and subsequently approved the short stay overnight camping bays in dedicated parking bays at the railway car park in Bridgetown
- Hosting of community events such as Australia Day Breakfast, volunteers function and community Christmas party
- Hosted community movie nights over summer
- Participated in the Mitigation Activity Fund program for the purpose of conducting mitigation activities on Shire controlled land
- Implemented the recommendations of the Access and Inclusion Plan
- Commenced a review of the Local Trails Masterplan
- Reviewed and enhanced the Bridgetown Heritage Walk Trail and its associated booklet, the Bridgetown Art Trail booklet and the Somme Creek Fitness Trail pamphlet
- Assisted in advocacy for the development of the Blackwood Youth Action youth house
- Improved the access to public toilets at Bridgetown Sportsground
- Upgraded car park lighting at the Bridgetown Leisure Centre



Major initiatives or actions in the Corporate Business Plan proposed to be undertaken in 2022/23 include:

- Deliver the Greenbushes Youth Precinct Upgrade Project
- Stage 2 of the Bridgetown Youth Precinct (new ablution block)
- Deliver the Bridgetown Town Hall Revitalization Project
- Complete the Bridgetown Railway Station Restoration Project
- Relocate the Greenbushes Railway Station to the Greenbushes Discovery Centre
- Deliver the Greenbushes Town Centre Safety Project (car park)
- Complete planning for the Greenbushes Sportsground Project
- Commence planning for the Geegelup Brook Beautification Project
- Improve the quality of water used for irrigating Bridgetown Sportsground and progress plans for improvements to drainage, water storage, reticulation and lighting
- Continue to fund the Southern Forests Blackwood Valley tourism initiative
- Implementation of the Disability Access and Inclusion Plan
- Progressive acquisition of land adjacent to Geegelup Brook
- Provision of community grants and service agreements in a competitive funding process for local community groups and organisations
- Maintain financial support of the community landcare service
- Acquire vesting of the Dumping Gully waterbodies from the Water Corporation
- Advocate for more housing for the elderly in Bridgetown and Greenbushes
- Advocate for improved access to mental health services and drug and alcohol support
- Prepare a development plan for the waste site
- Participate in the Mitigation Activity Fund program for the purpose of conducting mitigation activities on Shire controlled land
- Implement a waterwise action plan

- Provide more bins in public spaces
- Implement the new Events Procedure
- Review dog exercise areas including the need for fenced areas
- Review the Workforce Plan



Asset Management Planning

In June 2016 Council adopted initial Asset Management Plans for the following asset classes:

- Transport Infrastructure Asset Management Plan;
- Parks, Reserves and Other Infrastructure Asset Management Plan;
- Property Infrastructure Asset Management Plan; and
- Plant and Equipment Asset Management Plan

The Asset Management Plans include improvement plans that outline the actions required to reduce the potential of a funding gap between the required level of renewal/upgrade of assets as compared to the actual funding currently being provided through the Budget and Long Term Financial Planning process.

Work on asset management planning continued in 2021/22. Asset Management Plans are 'living' documents and need to be regularly updated and actions noted in the associated improvement plans. Improvements are required in the quality of data held for a number of Council's asset classes. These improvements include ensuring the useful lives, remaining useful lives, replacement cost and current condition of Council's assets are accurately rated and recorded as these factors have a major influence on the projected renewal cost and ultimately on the size of any reported funding 'gap'.

Key components of each individual AMP have been consolidated into a single document titled Shire of Bridgetown-Greenbushes Consolidated Asset Management Plan. The consolidated plan is reviewed and updated annually to reflect changes in asset data held.



Long Term Financial Planning

The Long Term Financial Plan (LTFP) functions as an informing strategy to the Corporate Business Plan, and details how the Shire will achieve its vision, aspirations and strategic priorities for the community and stakeholders through long term financial planning in a strategic manner.

The LTFP is based on:

- an analysis of the internal and external environment(s);
- identifying economic, market and labour issues which impact on the shire's ability to deliver services and provide support to the community and civic infrastructure; and
- mapping the data in time to identify gaps and risks.

The LTFP is a plan which will continue to evolve as the Shire responds to internal and external changes. It is a 15 year rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan priorities. Through these planning processes, annual budgets that align with strategic objectives are developed.

The LTFP:

- indicates a local government's long term financial sustainability;

- allows early identification of financial issues and their longer term impacts;
- indicates the linkages between specific plans and strategies; and
- enhances the transparency and accountability of the Council to the community and stakeholders.

Council endorsed its 2021/22 to 2035/36 Long Term Financial Plan in December 2020. This plan was specifically developed to aid Council in development of the new Community Strategy Plan and Corporate Business Plan, the plan provided information on Council's current and anticipated future resources capacity enabling development of an achievable Corporate Business Plan.

The LTFP is linked to the Ratio Action Improvement Plan endorsed by Council in December 2017. The Ratio Action Improvement Plan addressed fair value accounting and the effect on Council's depreciation expense and ratio performance. The action plan has been developed to improve Council's ratio performance in meeting the Department of Local Government, Sport and Cultural Industries' (the Department) financial ratio benchmarks. The LTFP demonstrates steady improvement over the life of the plan in achieving ratio benchmarks set by the Department.

In 2021/22 work commenced on a review of the LTFP. At the Concept Forum held 11.11.21 a progress report on the review of the LTFP was provided, including the tabling of a document detailing the proposed high level assumptions consideration. Councillors provided feedback on those assumptions. It was acknowledged that this was just the first scenario to be modelled. At the Concept Forum held 10.2.22 a further progress report (including 15 year funding summary) on the proposed review of the LTFP was provided and councillors provided direction on the review, including future rate increases. Noting the time of the year and the schedule for updating the various long term capital plans (works, building and plant) in the following 3 months it was indicated that completion of the LTFP would occur in the 1st half of 2022/23.

Workforce Planning

Workforce planning is a term used to describe the planning process undertaken to ensure an organisation has the right people, with the right skills, at the right time. It is a process that documents the directions in which a work area is heading and provides a tool for making human resource decisions now and into the future.

The Workforce Plan takes into account the community aspirations, priorities and objectives identified in the Strategic Community Plan. It is an essential component of the Corporate Business Plan and Long Term Financial Plan so that we can identify workforce requirements for current and future operations.

An integrated workforce plan identifies and reports on the internal capacity to meet current and future needs in line with the goals and objectives of the Shire and the community it serves, both in capacity and capability. A workforce plan identifies the gaps or surplus in human, assets or financial resources and identifies strategies to ensure there are the right people in the right place and at the right time to deliver on objectives and realistic

expectations. The plan is to address gaps between current and future workforce capability, identify areas of skill or capacity shortage, and outline strategies to address them.

Planning human resource requirements is a significant challenge and takes into account not only the human resource factors, but ties this into overall strategic plans, environmental issues and legislative and governance obligations. Ultimately undertaking a workforce planning activity is a snapshot of what human resources are in place at a particular time, and what staffing requirements are required into the future.

Our initial Workforce Plan was completed in December 2013 and a new Workforce Plan was completed in February 2019. Included in the 2019 review of the Workforce Plan was a comprehensive review of our organisational structure.

Outside of the Workforce Plan a further organisational restructure was completed in June 2022.

The next review of the Workforce Plan is scheduled for 2022/23.

PART 3 – REGULATORY REQUIREMENTS

Compliance Audit Return

One of the measures of Council's performance is the Compliance Audit Report which is required to be completed annually and submitted to the Department of Local Government, Sport & Cultural Industries. The report provides questions relating to a Council's compliance with the requirements of the *Local Government Act 1995* across a range of areas.

The compliance audit return for the 2021 year was presented to the Audit Committee on 27 January 2022 and to Council's ordinary meeting held on 24 February 2022 meeting. Each year the Compliance Audit Return covers various categories and for the 2021 Return, the areas covered were:

- Commercial Enterprises by Local Governments
- Delegation of Power/Duty
- Disclosures of Interest
- Disposal of Property
- Elections
- Finance
- Integrated Planning and Reporting
- Local Government Employees
- Official Conduct
- Optional Questions
- Tenders for Providing Goods and Services

After completing the responses to the 98 questions contained in the 2021 Compliance Audit Return it was noted that four (4) questions were responded to as non-compliant. These being:

Disclosures of Interest

Question 13 - When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?

Explanation/Response - The register wasn't updated in 2021 to remove persons no longer required to be listed. Once this was identified the update occurred in January 2022.

Official Conduct

Question 3 - Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?

Explanation/Response - The complaints register has previously been on the Shire website but when checking for the purpose of this compliance audit return it has been discovered that it has been deleted. This must have occurred in a recent upgrade of the website. This has been immediately rectified, noting that no complaints were received in 2021.

Tenders for Providing Goods and Services

Question 1 - Did the local government comply with its current purchasing policy [adopted under F&G Reg 11A(1) & (3)] in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?

Explanation/Response - As part of the checking process undertaken at accounts payable level compliance to Council's purchasing policy is audited. A register is kept of all suspected non-compliance for Executive review and action in accordance with the administrative procedure.

Question 7 - Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?

Explanation/Response - The hard copy version of the tenders register is fully compliant however it isn't published on the Shire website, instead an abridged listing of tenders is shown. This will be corrected with the full tender register to be uploaded and published on the website.

Risk Management

The early identification of risks, threats and opportunities is a key role for the CEO and his staff and one that Council, via its Audit Committee, maintains an overseeing role.

The Shire's Risk Framework consists of:

1. Triennial Audit Regulation 17 Review and Quarterly Dashboard Reporting to Audit Committee (Risk Register)
2. Triennial review the appropriateness and effectiveness of the financial management systems and procedures of the local government.
3. Council Policy F.21 – Risk Management
4. Risk Management Procedures Manual (operational document)
5. Business Continuity Plan supported by an ICT Business Continuity Plan (operational document)
6. Local Emergency Management Arrangements
7. Work Health and Safety Plan plus Occupational Health Safety Policies and Procedures (operational documents)

All organisational risks are assessed and reported at a corporate level according to the adopted assessment and acceptance criteria to allow consistency and informed decision making. The risk register addresses risks in the following areas:

- Asset Sustainability Practices
- Business & Community Disruption
- External Theft & Fraud
- Management of Facilities, Venues and Events
- Failure to Fulfil Compliance Requirements

- Document Management Processes
- IT & Communications Systems and Infrastructure
- Misconduct
- Employment Practices
- Engagement Practices
- Environment Management
- Errors, Omissions & Delays
- Project Management
- Safety and Security Practices
- Supplier/Contract Management

The risk register identifies under each of the above areas current issues (potential risks) and actions to treat or mitigate those risks together with a timetable for implementation. The risk register is updated and reported to the Audit Committee which meets quarterly.

The Shire's Occupational Health & Safety Committee meets on a regular basis consistent with legislation. The Committee has a membership comprising safety representatives appointed from Shire staff and management representatives.

The Shire also participates in a regional occupational safety and health program which provides for specialist input into our safety processes.



Public Interest Disclosures

A local government is required to appoint one of its officers to act as the local government's Public Interest Disclosures Officer under the *Public Interest Disclosures Act 2003*.

The legislation requires the reporting of serious wrongdoing with the State public sector and local government as well as providing the mechanism for responding to reports.

In 2021/22 two officers performed the role of Public Interest Disclosures Officer for the Shire of Bridgetown-Greenbushes. Elizabeth Denniss performed this role until her resignation from the organisation on 25 March 2022. Neil Price was appointed to the role after that date.

No disclosures were received in relation to the Shire of Bridgetown-Greenbushes during 2021/22.

National Competition Policy

This policy was introduced by the Commonwealth Government in 1995 to promote competition for the benefit of business, consumers and the economy by removing what was considered to be unnecessary protection of monopolies of markets where competition can be enhanced. It effects local governments as factors such as exemption from company and income tax or possible local regulations and laws may give local government a potential advantage over private contractors.

Local Governments are required to report annually on the implementation, application and effects of the National Competition Policy (NCP) with regard to three areas, being competitive neutrality, legislation review, and structural reform. As the Shire of Bridgetown-Greenbushes did not acquire any new entities or privatise any activities during 2021/22, there was no requirement for competitive neutrality testing.

Report on Disability Access & Inclusion Plan

The Shire of Bridgetown-Greenbushes continues to work with Council's Access and Inclusion Committee, service providers and community members to identify new ways to improve access and inclusion within the organisation and to fine tune existing methods to ensure all Councillors, staff and contractors understand the importance of universal access and inclusion and the organisation is working toward fulfilling the strategies outlined in the Disability Access and Inclusion Plan (DAIP).

2021/22 continued to build on the successes of the last five years which have improved access to facilities, information, programing and equal opportunity for all residents and visitors to the Shire of Bridgetown Greenbushes.

The Outcome areas, identified under the DAIP are:

1. Equitable access and inclusion to services and events
2. Equitable access to buildings and facilities
3. Equitable access to information
4. Equitable access to quality customer service
5. Equitable complaints procedures
6. Equitable access to community engagement
7. Equitable access to employment and traineeships

In 2021/22 a number of achievements and initiatives were progressed or implemented, including:

- The inclusion of the events checklist in the Events Pack for all event organisers using Shire facilities
- Provision of mobile hearing assistance equipment to community groups
- Accessibility checklist provided to staff
- Staff disability awareness training
- Community bus is available for community use
- Reinstating trial period of Greenbushes bus run
- Painted step and nibs for improved visual
- Full audit of tactiles on street crossings and footpath-road intersections within the Bridgetown townsite
- Research into new ACROD bay location for town
- Path design reviewed by person in wheel chair to discuss gradients and water run-off
- Inclusion of universal access play equipment
- WA Library funded digital inclusion training sessions at the Library
- Purchase of digital inclusion equipment for the Library
- My Age Care one-on-one sessions at the library
- Increased Fit 4 Life programs at the Bridgetown Leisure Centre
- Plan designed for a shared path from Greenbushes town site to Greenbushes pool

The DAIP continues to be implemented through the work of the Access and Inclusion Advisory Committee, who raise and prioritise issues based on lived experience and community feedback.

Report on Complaints made against Councillors

In accordance with Section 5.53 of the Local Government Act and the associated Local Government (Rules of Conduct) Regulations 2007, a summary of complaints made during the year is to be included in the Annual Report.

No complaints (breaches) were made during 2021/22.

Prescribed Information on Payments to Employees

Section 5.53(g) of the Local Government Act requires disclosure of information as prescribed in relation to payments made to employees. Specifically Regulation 19B of the Local Government (Administration) Regulations 1996 requires the following information to be included in the Annual Report:

- (a) The number of employees of the local government entitled to an annual salary of \$130,000 or more;
- (b) The number of those employees with an annual salary entitlement that falls within each band of \$10,000 over \$130,000.

In 2021/22 only one employee of the Shire of Bridgetown-Greenbushes was entitled to an annual salary of \$130,000 or more with the applicable bands for that employee being a salary within the range of \$180,000 to \$190,000.

Regulation 19B of the Local Government (Administration) Regulations 1996 also requires publication in the Annual Report of the remuneration paid or provided to the CEO during the financial year. For the 2021/22 financial year the remuneration provided to the CEO of the Shire of Bridgetown-Greenbushes was:

• Salary (including any salary sacrifice arrangements)	\$194,875
• Compulsory Superannuation (9.5%)	\$ 19,488
• Employer Superannuation Contribution (3%)	\$ 5,846
• Private Use of Vehicle	<u>\$ 8,000</u>
	\$228,209

For the 2021/22 year, there were no other payments made to employees for which prescribed information is required to be disclosed.

Payments Order by the Local Government Standards Panel

Regulation 19B of the Local Government Administration Regulations require a local government to report any amount ordered under section 5.110(6)(b)(iv) to be paid by a person against whom a complaint was made under sections 5.107(1), 5.109(1) or 5.114(1) to the local government during the financial year.

The amount ordered this financial year was \$0.

Remuneration and Allowances Paid by the Local Government Standards Panel

For the 2021/22 year, the amount the Shire of Bridgetown-Greenbushes paid in sitting fees to the standards panel was \$0.

Elected Member (Councillor) Statistics

Councillor Allowances

For the 2021/22 year the following councillor allowances were paid:

- Annual Attendance Fee for Council Members other than President - \$8,611
- Annual Attendance Fee for President - \$10,333
- Annual President's Allowance - \$8,611
- Annual Deputy President's Allowance - \$2,153
- Annual Information and Communications Technology Allowance - \$2,087

Councillor Gender Statistics

In 2021/22 the gender balance of councillors was:

- 1 July 2021 to 16 October 2021 (ordinary election date) - 5 male and 4 female
- 18 October 2021 to 22 April 2022 (date of resignation of Cr Barbara Johnson) – 4 male and 5 female
- 22 April 2022 to 26 April 2022 (date of resignation of Cr John Bookless) – 4 male and 4 female
- 27 April 2022 to 30 June 2022 (noting only 7 councillors existed during this period pending an extraordinary election to be held on 5 August 2022) – 3 male and 4 female

Councillor Aged Demographics

In 2021/22 the aged demographic of councillors was:

- 54 years and under – 2 councillors
- 55-64 years – 1 councillor
- 64 years and older – 6 councillors

Report on Elected Member (Councillor) Training 2021/22

Pursuant to Section 5.127 of the Local Government Act 1995:

- (1) *A local government must prepare a report for each financial year on the training completed by council members in the financial year.*
- (2) *The CEO must publish the report on the local government's official website within 1 month after the end of the financial year to which the report relates.*

The register is available to be viewed at:

<https://www.bridgetown.wa.gov.au/documents/444/annual-elected-member-training-report-year-ending-30-june-2022>

The information contained in the register for the 2021/22 year is reprinted below:

Elected Member	Description	Date Completed
Cr Amanda Rose	New Councillor Induction (delivered in-house)	22 October 2021
	Western Australian Local Government Association Elected Member Essentials Training – Conflicts of Interest	16 November 2021
	Western Australian Local Government Association Elected Member Essentials Training – Understanding Local Government	16 November 2021
	Western Australian Local Government Association Elected Member Essentials Training – Understanding Financial Reports & Budgets	11 December 2021
	Western Australian Local Government Association Elected Member Essentials Training	5 February 2022

	– Meeting Procedures	
	Western Australian Local Government Association Elected Member Essentials Training – Serving on Council	4 April 2022
	Western Australian Local Government Association Professional Development Training – CEO Performance Review	2 June 2022
Cr Tracy Lansdell	New Councillor Induction (delivered in-house)	22 October 2021
	Creative Leadership Training (Southern Forest Arts Inc.) – 30 November 2021 and 1 December 2021	30 November 2021 & 1 December 2021
	Western Australian Local Government Association Elected Member Essentials Training – Conflicts of Interest	21 June 2022
Cr Sean Mahoney	New Councillor Induction (delivered in-house)	22 October 2021
Cr John Bookless	Media Training (Cannings Purple)	1 November 2021

Record Keeping Plan (State Records Act 2000)

The efficiency and effectiveness of the Shire's Record Keeping Plan, together with the staff training program, is reviewed regularly. A major review of the Record Keeping Plan was completed in March 2021.

Our electronic record keeping system (Synergy Soft) is used to record all incoming and outgoing mail/documents and saw 11,571 corporate records registered in 2021/22 detailed as follows:

Total Incoming Items Registered in Synergy	7676
These items are registered as follows	
General Correspondence	1623
Emails	3266
Building Applications	374
Building Correspondence	217
Customer Service Requests	1131
Human Resource	214
Planning Applications	443
Planning Correspondence	204
Septic Applications	63
Septic Correspondence	24
Other	117

Total Outgoing Items Registered in Synergy		3895
These items are registered as follows		
General Correspondence		479
Emails		1503
Building Correspondence		189
Human Resource		56
Planning Correspondence		275
Septic Correspondence		93



Local Laws

During 2021/22 the Shire of Bridgetown-Greenbushes had 11 Local Laws, being:

- Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law;
- Bush Fire Brigades Local Law;
- Cats;
- Cemeteries;
- Dogs;
- Fencing;
- Health;
- Local Government Property;
- Parking & Parking Facilities;
- Pest Plants; and
- Standing Orders.

Note: the Pest Plants Local Law was repealed on 1 June 2022, reducing the number of Local Laws to 10.

The above local laws (excluding the now repealed Pest Plants Local Law) can be viewed at:
<https://www.bridgetown.wa.gov.au/documents/local-laws>

Policy Review/Development

A total of 46 policies were either adopted, reviewed or revoked in 2021/22:

Policy No.	Name of Policy	Date
M.42	Code of Conduct Behaviour Complaints Management	Adopted July 2021
TP.2	Minimum Floor Area;	Revoked July 2021
TP.11	Conversion of sheds to dwellings;	Revoked July 2021
TP.12	On-site manoeuvring of vehicles;	Revoked July 2021
TP.13	River Road Subdivision Guide Plan;	Revoked July 2021
TP.14	Mattamattup Valley Subdivision Guide Plan	Revoked July 2021
TP.18	Relocated Outbuildings;	Revoked July 2021
TP.19	Construction of Barn Style Dwellings;	Revoked July 2021
TP.22	TP.22 Outbuildings in the Residential Zone Policy; and	Revoked July 2021
M.43	Appointment of an Acting CEO	Adopted November 2021
M.38	Concept Forums	Amended December 2021
F.25	Extension of Facility Memberships in Event of Access Being Prohibited by Government Mandate	Adopted January 2022
M.7	Elected Members – Presentations on Retirement	Amended April 2022
M.8	Public Question Time	Amended April 2022
M.10	Meetings of Council and Committees – Distribution and Release of Minutes	Amended April 2022
M.31	Taking of Photographs in the Council Chambers	Amended April 2022
M.36	Advertising of Annual General Meeting of Electors	Amended April 2022
M.37	Acknowledgment of Country	Amended April 2022
M.38	Concept Forums	Amended April 2022
A.1	Staff Appointments – Council Requirements	Amended April 2022
A.2	Equal Opportunity Employment	Amended April 2022
A.3	Staff – Tertiary Study	Amended April 2022
A.4	Facility Opening Hours to the Public	Amended April 2022
A.6	Conferences/Fact Finding Tours	Amended April 2022
A.12	Electoral Code of Conduct	Amended April 2022
A.13	Information Communication Technology Use	Amended April 2022
A.15	Library – Personal Use Computer	Amended April 2022
A.18	Injury Management and Rehabilitation	Amended April 2022
A.19	Supplementary Superannuation Contributions for Employees	Amended April 2022
A.22	Accrual of Annual Leave	Amended April 2022
A.23	Banners	Amended April 2022

A.25	Leisure Centre Discounted Memberships for Employees	Amended April 2022
P.3	Geegelup Brook Land Acquisition	Amended April 2022
H.5	Exempt Charitable or Community Nature Food Business	Amended April 2022
M.30	Applications by Councillors for Leave of Absence	Revoked April 2022
M.33	Ward Meetings	Revoked April 2022
M.4	Members Allowances/Expenses	Amended June 2022
F.1	Shire Community Grants, Service Agreements, Donations and Contributions	Amended June 2022
F.12	Accessing Water from Standpipes	Amended June 2022
F.17	Collection of Non-Rates Fees and Charges	Amended June 2022
F.19	Asset Financing and Borrowings	Amended June 2022
F.23	Asset Management – Project Management Framework	Amended June 2022
M.14	Senior Employees	Amended June 2022
M.15	Organisation Structure	Amended June 2022
F.2	Depreciation of Assets	Revoked June 2022
F.13	Grant Acceptance	Revoked June 2022

PART 4 – MEASURING OUR PERFORMANCE

APPENDIX 1: Report on 2021/22 Implementation of Actions Contained in Corporate Business Plan

Note the reporting is on the Corporate Business Plan that was applicable throughout 2021/22 and not the current Corporate Business Plan adopted by Council on 30 June 2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 1 - A growing community that is diverse, welcoming and inclusive.						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
1.1 Improve family and youth services and facilities to attract and retain families.						
1.1.1 Provide a Youth Service Delivery Statement describing the Shire's role and responsibilities in relation to youth services, facilities, and events.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Completed	This document was informally presented to councillors	3/11/2021
1.1.2 Provide the revitalisation and development of the Bridgetown Youth Precinct with pump track, skate park, parkour, and free throw basketball court.	Tim Clynych	Manager Development Services	30/06/2022	In Progress	Tender was awarded and construction commenced 27 October 2021. Practical completion of the works occurred on 18.3.22. In awarding the tender Council had to reduce the scope by removing the parkour and public toilet elements. At its January 2022 meeting Council resolved to seek a funding variation for the Australian Government's LRCIP Phase 2 program to defer the Greenbushes Car Park project originally identified for funding under this phase and replace that project with these two elements of the Bridgetown Youth Precinct project and other projects. That work will occur in 2022/23.	8/07/2022
1.1.3 Advocate for the development of a Youth Centre with hang out space and access to activities and support services.	Tim Clynych	Shire President / Chief Executive Officer	30/06/2022	Completed	The former Shire President and former EMCS were members of a working group established for the planning of the youth centre. The CEO provided a letter of support for BYA to include with funding applications.	8/11/2021
1.1.4 Partner with Blackwood Youth Action to improve access to support services, counselling and mentoring for young people, in particular marginalised and at-risk youth.	Elizabeth Denniss	Manager Community Development	30/06/2022	Ongoing	EMCS (up until February 2022) and MCD meet monthly with BYA Coordinator	8/07/2022
1.1.5 Facilitate an Early Years Network to develop and promote activities and offer advocacy, support and advice for parents.	Elizabeth Denniss	Manager Community Development	30/06/2024	Not Scheduled in 2021/22		
1.1.6 Advocate for improved access to childcare services..	Tim Clynych	Chief Executive Officer	30/06/2024	Not Scheduled in 2021/22		
1.1.7 Provide engagement with local youth in Greenbushes on short term provision of a new skate ramp at Thomson Park and long-term further development of the Greenbushes Youth Precinct.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Completed	Consultation with Grow Greenbushes; Greenbushes CRC and BYA complete. Community consultation event was held in Greenbushes on 27 November. A summary of the outcomes from the community consultation was presented to Council's December 2021 meeting. At its January 2022 meeting Council nominated this project for expenditure under the Australian Government's LRCIP Phase 3 funding program. Concept and final design s are currently occurring.	8/07/2022
1.2 Understand and meet the needs of an aging population.						
1.2.1 Provide a review of the Age-Friendly Community Plan (2025-2030).	Elizabeth Denniss	Manager Community Development	30/06/2025	Not Scheduled in 2021/22		
1.2.2 Advocate for State and Federal Government to support the provision of additional residential aged care and in-home services (based on above average population size of seniors).	Tim Clynych	Shire President / Chief Executive Officer	30/06/2022	Ongoing	No specific advocacy has been undertaken yet.	8/07/2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 1 - A growing community that is diverse, welcoming and inclusive.						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
1.2 Understand and meet the needs of an aging population.						
1.2.3 Advocate for State Government to provide more housing for the elderly in Greenbushes and Bridgetown.	Tim Clynch	Shire President / Chief Executive Officer	30/06/2022	Ongoing	No specific advocacy has occurred in 2021/22 however action was taken to endorse the deed of novation originally proposed in 2017, transferring the Shire's interest (equity) in Stinton Gardens to Access Housing in return for a commitment to manage the existing units and construct additional units. An application to construct 4 additional units was received in October	8/11/2021
1.2.4 Provide annual interagency networking forum for health and community support services to improve communication, share information, identify synergies and gaps, and prioritise local initiatives.	Elizabeth Denniss	Manager Community Development	30/06/2023	Not Scheduled in 2021/22		
1.3 Improve access and inclusion across all services and facilities.						
1.3.1 Provide universal access playground equipment at Memorial Park and Thomson Park.	Tim Clynch	Coordinator Infrastructure Services	30/06/2024	Not Scheduled in 2021/22		
1.3.2 Provide an Accessible Events Checklist and a communication action plan to ensure high awareness and use of the new checklist.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Completed	The checklist is a component of the new Events Procedure.	8/07/2022
1.3.3 Provide tactiles at pedestrian crossings across busy streets and intersections.	Tim Clynch	Coordinator Works & Services	30/06/2022	Not Commenced	No works occurred in 2021/22	8/07/2022
1.3.4 Provide a concrete pathway in Somme Park to access existing art sculptures near the water body.	Tim Clynch	Coordinator Works & Services		Not Scheduled in 2021/22		
1.4 Grow recognition and respect for all cultures.						
1.4.1 Provide a Reconciliation Action Plan.	Tim Clynch	Chief Executive Officer		In Progress	Council has established a Cultural Awareness Advisory Committee and investigations into a Reconciliation Action Plan will be a key focus of that committee. In the recent review of the CBP funding has been earmarked for a RAP in 2022/23.	8/07/2022
1.4.2 Facilitate the collection and sharing of information and stories about local culture and history, including NAIDOC Week and Harmony Week.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	In Progress	Preliminary discussions held with Bridgetown Historical Society	3/11/2021

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 2 - Good health and community wellbeing						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
2.1 Advocate for quality health and community services.						
2.1.1 Provide a Local Public Health Plan.	Tim Clynch	Environmental Health Officer	30/06/2022	In Progress	Initial scoping of Plan has commenced. With EHO also working for Shire of Nannup it is intended to prepare both plans in parallel. It is also noted that Local Public Health Plans aren't a statutory requirement therefore this isn't regarded as an urgent priority.	8/07/2022
2.1.2 Advocate for hospital, specialist, GP and allied health services to be retained and improved to meet community needs.	Tim Clynch	Shire President / Chief Executive Officer	30/06/2022	Ongoing	No specific issues were identified for advocacy approaches	8/07/2022
2.1.3 Fund a contribution over three years to help cover Bridgetown Child Health Clinic rental costs.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Ongoing	Funding service agreement in place	3/11/2021
2.1.4 Advocate for improved access to mental health services and drug and alcohol support.	Tim Clynch	Shire President / Chief Executive Officer	30/06/2022	Ongoing	No specific issues were identified for advocacy approaches	8/07/2022
2.1.5 Facilitate the promotion of community health and wellbeing programs that are provided by Government and local service providers.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Ongoing	Online news articles; Shire Connect & Shire Connect Snapshots	3/11/2021
2.1.6 Advocate to assist community organisations to provide more crisis accommodation for at risk youth and victims of domestic abuse.	Tim Clynch	Shire President / Chief Executive Officer	30/06/2022	Not Commenced	An advocacy approach (target and solutions) has yet to be developed	8/07/2022
2.2 Provide quality sport, leisure and recreation services.						
2.2.1 Provide concept plans and preliminary costings for the Greenbushes Sportsground & Recreation Precinct Redevelopment Project.	Tim Clynch	Chief Executive Officer	30/06/2022	In Progress	A request was submitted to SWDC for potential funding of a business case for this project so that it can be 'shovel ready' in the event of any future stimulus funding becoming available. No such funding has materialised. Still awaiting approvals for gaining tenure of ex - Water Corporation drinking water dams still pending	8/07/2022
2.2.2 Provide detailed design plans, costings, and funding model for Greenbushes Sportsground & Recreation Precinct Redevelopment Project.	Tim Clynch	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
2.2.3 Provide the implementation of the Greenbushes Sportsground & Recreation Precinct Redevelopment Project.	Tim Clynch	Chief Executive Officer	30/06/2024	Not Scheduled in 2021/22		
2.2.4 Provide an analysis of the existing water supply to Bridgetown Sportsground to determine potential improvements to water quality.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	Completed	Water quality report obtained confirming the water stored at dam near The Cidery has contaminants that hinder effective grass growth. Desktop assessment has been conducted that indicates that significant on-site drainage could be captured and directed into an enlarged holding dam at the Sportsground. Further assessment of water treatment options for dam pumped up from dam near The Cidery is occurring. Next step is to engage a consultant to prepare a plan showing how on-site drainage can be captured. In the recent review of the CBP funding was earmarked for 2022/23 to implement the recommendations from the water quality analysis.	8/07/2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 2 - Good health and community wellbeing						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
2.2 Provide quality sport, leisure and recreation services.						
2.2.5 Provide detailed design plans, costings, and funding model for the Bridgetown Sports Ground Oval Redevelopment Project.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2024	Not Scheduled in 2021/22		
2.2.6 Provide improved playing surface at Bridgetown Sportsground including an improved water source, irrigation, and turf.	Tim Clynch	Executive Manager Development and Infrastructure		Not Scheduled in 2021/22		
2.2.7 Provide safety improvements to terrace seating at the aquatics complex.	Tim Clynch	Parks & Gardens Supervisor	30/06/2022	Not Commenced	Contractor availability caused delays in implementing this action. Works to be carried forward to 2022/23.	11/07/2022
2.2.8 Provide carpark lighting at Bridgetown Leisure Centre.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2022	Completed	Completed	8/07/2022
2.2.9 Provide improvements to air flow and ventilation on the courts at Bridgetown Leisure Centre.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2022	Deferred	Preliminary quote obtained that is far in excess of budget allocation. Discussions have been held with other LGs that have installed similar fans and indication is that additional funding will be necessary. Further quotes were sought in order to inform further Council considerations. This occurred as part of the CBP annual review process and Council ultimately determined in the new CBP to allocate \$90,000 for this project in 2023/24	8/07/2022
2.2.10 Provide an expanded range of activities at Bridgetown Leisure Centre.	Elizabeth Denniss	Manager Recreation and Culture	30/06/2022	Ongoing	Member survey and preliminary cost review of existing programs completed	3/11/2021
2.2.11 Provide improved access to public toilets at Bridgetown Sportsground.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2022	In Progress	Construction in progress with completion expected in July 2022	8/07/2022
2.2.12 Provide community engagement to evaluate support for an indoor, heated lap or therapy pool.	Elizabeth Denniss	Executive Manager Community Services	30/06/2024	Not Scheduled in 2021/22		
2.2.13 Provide an upgrade to the toilets at the Bridgetown Tennis Club.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2022	Completed	Quotes were obtained for all components of refurbishment works. Contractors commenced January and works were completed in March in time for Easter Tournament.	8/07/2022
2.2.14 Partner with Bridgetown Cricket Club to prepare a grant submission for new or improved cricket training nets.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	In Progress	Grant application submitted. Council has set aside its contribution in Year 1 (2022/23) of CBP and these funds will be included in budget for that year	8/07/2022
2.2.15 Provide more water drinking stations at Shire facilities, parks and reserves.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2022	Deferred	New water drinking station to be installed as part of Stage 2 of the Bridgetown Youth Precinct development project in 2022/23	8/07/2022
2.2.16 Advocate for an indoor play or activity centre to open in Bridgetown.	Elizabeth Denniss	Executive Manager Community Services		Not Scheduled in 2021/22		
2.3 Become a hub of excellence in art, culture and community events.						
2.3.1 Provide development of a Business Plan for a Bridgetown Arts Centre and Gallery to display local art and provide creative workshops/art classes.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	In Progress	Request for Quote process resulted in two proposals being received. After assessment Council appointed occurring. Two proposals received and Council appointed Economic Transitions' to prepare the business plan. The consultants commenced work on this project in June 2022	8/07/2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 2 - Good health and community wellbeing						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
2.3 Become a hub of excellence in art, culture and community events.						
2.3.2 Facilitate development of a local community events calendar.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Not Commenced	Not progressed yet	8/11/2021
2.3.3 Facilitate regular Farmers Markets.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Completed	Unfortunately due to COVID the market proponents discontinued their proposal to hold Farmers Markets at the Bridgetown Town Square. A considerable amount of work was done with the proponents and if the proposal is ever reactivated that work will still have value	1/02/2022
2.3.4 Provide a program of movie nights at the Town Hall.	Elizabeth Denniss	Manager Community Development	30/06/2024	Not Scheduled in 2021/22		
2.4 Build community capacity by supporting community organisations and volunteers.						
2.4.1 Fund community grants, service agreements and donations.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Completed	2022/23 funding round opened in December with closing date of 25 February 2022.' Council determined 2022/23 community grants, service agreements and other donations at its May 2022 meeting	8/07/2022
2.4.2 Facilitate access to a grants advisory service for local community and sporting groups.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Ongoing	BFCC providing Council funded service	3/11/2021
2.4.3 Provide an event to recognise the value of volunteers and to promote volunteering opportunities to attract and retain local volunteers.	Tim Clynn	Executive Assistant	30/06/2022	Deferred	Volunteers Function wasn't held in 2021/22	8/07/2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 3 - A safe community for people and animals						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
3.1 Maintain high levels of community safety.						
3.1.1 Partner with Police to develop and implement crime prevention strategies.	Tim Clynn	Chief Executive Officer	30/06/2025	Completed	Although not solely aimed at crime prevention strategies regular meetings are held by the CEO with OIC Bridgetown Police. An application for 'safer communities' funding for installation of more CCTV cameras was submitted but was unsuccessful. Our low crime statistics do make it difficult to procure these grants	8/07/2022
3.1.2 Provide ongoing promotion and communication of safety messages and education programs delivered by WA Police and others.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	In Progress	MCD & Roadwise engagement to identify messaging for shire website; shire connect & shire connect snapshots. Discussions were held with RAC (in partnership with other SW Local Governments) about participating in road safety campaigns.	8/07/2022
3.1.3 Provide a reserve fund to implement the CCTV Plan.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2024	Not Scheduled in 2021/22		
3.2 Encourage responsible animal management.						
3.2.1 Provide a community education program on responsible pet ownership.	Elizabeth Denniss	Ranger	30/06/2022	Ongoing	A number of news articles on responsible pet ownership have been posted on Facebook and as news stories on the Shire website	8/07/2022
3.2.2 Provide a review of dog exercise areas, including the need for fenced areas.	Elizabeth Denniss	Ranger	30/06/2022	Not Commenced	Not progressed yet	8/11/2021
3.2.3 Provide a feasibility study into establishing and operating a cemetery for small domestic pets.	Tim Clynn	Executive Assistant	30/06/2022	Deferred	Council Study Tour held in June 2021 included a visit to Dog Cemetery at Corrigin. Desktop analysis for identifying a suitable site was commenced. When doing its annual review of the CBP in June 2022 Council determined to discontinue this initiative.	8/07/2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 4 - The Shire of Bridgetown-Greenbushes continued to be naturally beautiful						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
4.1 Conserve and enhance the natural environment for current and future generations to enjoy.						
4.1.1 Provide concept plans and preliminary costings for the “Bridgetown CBD Water Restoration Project” (Geegelup Brook).	Tim Clynch	Chief Executive Officer	30/06/2022	In Progress	A community design workshop was held on 6 December 2021 held in late November as the first step in the planning process. The outcomes from the community design workshop will be summarized and incorporated into concept planning phase. Due to prioritization of current projects the planning for the Geegelup Brook project hasn't progressed but will be activated in 2022/23	8/07/2022
4.1.2 Provide detailed design plans, costings and funding model for “Bridgetown CBD Water Restoration Project” (Geegelup Brook).	Tim Clynch	Chief Executive Officer	30/06/2022	Not Commenced	Dependent upon progress of Action 4.1.1. A request has been submitted to SWDC for potential funding of a business case for this project so that it can be 'shovel ready' in the event of any future stimulus funding becoming available	1/02/2022
4.1.3 Provide the implementation of the “Bridgetown CBD Water Restoration Project” (Geegelup Brook).	Tim Clynch	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
4.1.4 Partner in an ongoing communications campaign to encourage community members to participate in the ‘Helping Hands’ reserve management program.	Tim Clynch	Waste and Environment Officer	30/06/2022	In Progress	Meeting held on 11.11.21 with Landcare to discuss this and other landcare related issues	1/02/2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 5 - Shared responsibility for climate action to strengthen resilience against climate-related hazards and natural disasters						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
5.1 Develop community readiness to cope with natural disasters and emergencies.						
5.1.1 Partner with South West local governments to develop and implement a Sub-regional Climate Change Strategy.	Tim Clynch	Waste and Environment Officer	30/06/2022	In Progress	The Warren Blackwood Alliance of Councils established a Sub-Regional Climate Change Impact Reference Group (CCIRG) with the purpose of establishing a sub-regional climate change impact policy that includes recommendations for practical and achievable adaption and mitigation strategies applicable to WBAC and member Local Government Organisations (LGO's). The WBAC, on 7.6.22 adopted the sub-Regional Climate Change Policy and Action Plan. The Policy and Action Plan is to be presented to each member Council for endorsement in July.	8/07/2022
5.1.2 Partner with the Local Emergency Management Committee (LEMC) to promote greater community awareness and compliance with emergency management and recovery plans.	Tim Clynch	Community Emergency Services Manager	30/06/2022	Not Commenced	No specific advocacy or news stories have been developed yet	8/11/2021
5.1.3 Partner with DFES and other local governments to increase capacity to ensure continued development of bush fire mitigation plans.	Tim Clynch	Community Emergency Services Manager	30/06/2022	Completed	The Shires of Bridgetown-Greenbushes, Boyup Brook, Nannup and Donnybrook-Balingup have partnered with DFES in 2021/22 to establish a pilot program for joint employment of a Bush Fire Mitigation Coordinator in order to better plan bush fire mitigation programs, gain mitigation funding and meet reporting requirements. Agreement has been reached with DFES to extend this program for a further 3 years.	8/07/2022
5.1.4 Provide bush fire mitigation activities on Shire controlled land.	Tim Clynch	Community Emergency Services Manager	30/06/2022	Ongoing	Mitigation work is ongoing	8/11/2021
5.2 Encourage the adoption of sustainable practices.						
5.2.1 Advocate for installation of a battery hub in the Shire.	Tim Clynch	Waste and Environment Officer		Not Scheduled in 2021/22		
5.2.2 Provide a 21 KW PV system and battery storage on the Bridgetown Administration / Civic Centre building.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2025	Not Scheduled in 2021/22		
5.2.3 Provide a 30 KW PV System and battery storage on the Bridgetown Leisure Centre building.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2024	Not Scheduled in 2021/22		
5.2.4 Provide a solar PV system and battery storage at Bridgetown Visitor Centre building, Bridgetown Library, Bridgetown Bush Fire HQ building and Bridgetown Works Depot building.	Michelle Larkworthy	Manager Building Assets and Projects		Not Scheduled in 2021/22		
5.2.5 Facilitate preparation and implementation of a Water Wise Action Plan.	Tim Clynch	Waste and Environment Officer	30/06/2022	In Progress	Commenced regular community information/awareness of water wise and energy reduction campaigns.	3/11/2021
5.2.6 Partner with key stakeholders to improve awareness and adoption of sustainable behaviours (such as those related to water, energy, eco-housing, regenerative farming and electric vehicles).	Elizabeth Denniss	Executive Manager Community Services	30/06/2024	In Progress	Commenced regular community information/awareness of water wise and energy reduction campaigns.	3/11/2021

Shire of Bridgetown-Greenbushes

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Outcome 6 - A sustainable, low-waste, circular economy						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
6.1 Provide sustainable, cost effective waste management infrastructure and services.						
6.1.1 Partner with the Southwest Waste Group to evaluate and develop sustainable, regional waste management solutions.	Tim Clynych	Waste and Environment Officer	30/06/2022	In Progress	A report was presented to the June 2021 Council meeting on the Regional Options Paper and Strategic Recommendations document, delivered as part of the South West Regional Waste Group to guide ongoing work in finding regional solutions that divert waste from landfills. In 2021/22 the Group continued to meet and progress actions. The CEO is a member of the South West Waste Steering Group.	8/07/2022
6.1.2 Provide a review of areas receiving kerbside waste collection services.	Tim Clynych	Waste and Environment Officer	30/06/2024	Not Scheduled in 2021/22		
6.1.3 Provide more bins in public spaces.	Tim Clynych	Waste and Environment Officer	30/06/2022	In Progress	Some additional bins have been installed at key points. There are funds in the current budget for more of the historic pictorial bin enclosures and research into appropriate themed photo montages is progressing, including consultations with Bridgetown Historical Society on appropriate photographs	1/02/2022
6.1.4 Provide a cost benefit analysis of extending waste site opening hours.	Tim Clynych	Waste and Environment Officer	30/06/2023	Not Scheduled in 2021/22		
6.1.5 Provide a Waste Site Development Plan to address current and future requirements of the site, including the aesthetics.	Tim Clynych	Waste and Environment Officer	30/06/2022	Not Commenced	Not progressed yet. This will be actioned in 2022/23.	8/07/2022
6.2 Encourage the adoption of sustainable waste behaviours through waste education and communications.						
6.2.1 Provide a communications campaign to improve community awareness and adoption of sustainable waste behaviours (recycling, composting, removing contaminants, etc).	Tim Clynych	Waste and Environment Officer	30/06/2022	In Progress	Commenced regular online articles re waste behaviours	3/11/2021

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Outcome 7 - Responsible and attractive growth and development						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
7.1 Plan for a diverse range of land, housing and development opportunities to meet current and future needs.						
7.1.1 Provide a Local Planning Strategy, in consultation with the community, to plan thoughtfully, creatively and sustainably for population growth, affordable housing, and protection of environmental values.	Tim Clynch	Senior Planner	30/06/2022	In Progress	Preparation of the Local Planning Strategy has continued to progress. A number of discussions have been held with DPLH on the LPS and a report to the July 2022 Council meeting is intended	8/07/2022
7.1.2 Provide improvements to the building and development application approvals processes.	Tim Clynch	Manager Development Services	30/06/2022	Completed	A number of improvements have been made to building and development processes in order to improve the experience of the applicant and improve efficiencies. These improvements are reported to councillors in a separate document.	8/07/2022
7.1.3 Facilitate release by the State Government of residential crown lots in Greenbushes.	Tim Clynch	Chief Executive Officer	30/06/2022	Completed	Following a report to the June council meeting advice was forwarded to the Department of Planning, Lands and Heritage (DPLH) that the Shire had no objection to the release of 51 residential crown lots in Greenbushes under either the South West Native Title Settlement process or a single lot release. A similar report was presented to the November Council meeting about unallocated crown land lots in North Greenbushes and Hester.	4/02/2022
7.2 Advocate for adequate infrastructure to support responsible growth.						
7.2.1 Advocate for State Government funding for community infrastructure to support the implications of the mine expansion project.	Tim Clynch	Chief Executive Officer	30/06/2022	In Progress	Covid-19 did limit our opportunities for engagement with Government on Growth Strategy matters. It was almost impossible to secure appointments with State Government Ministers for over 6 months. Nevertheless in 2021/22 meetings were held with the Premier, Minister Saffioti, Minister Dawson, Minister Kelly and Minister Whitby. An offer was made to the Premier in November 2021 for Bridgetown-Greenbushes to host a regional cabinet meeting in 2022. This would be a real opportunity to engage across the Government about our future major projects. The Premier enthusiastically responded to our suggestion and contact has continued since then with his office. Unfortunately advice was received in early June that due to former commitments it was unlikely that regional cabinet would be held in Bridgetown-Greenbushes in 2022 but it was being tentatively scheduled for 2023.	8/07/2022

Shire of Bridgetown-Greenbushes

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Outcome 7 - Responsible and attractive growth and development						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
7.2 Advocate for adequate infrastructure to support responsible growth.						
7.2.2 Advocate for improved telecommunications.	Tim Clynch	Chief Executive Officer	30/06/2022	Ongoing	The Australian Government has announced funding for 'place-based' telecommunications infrastructure projects under the Regional Connectivity Program. 51 communications infrastructure projects are being funded under Round 1 of the RCP, including the installation of a Telstra 4G macro cell base station in Catterick. In January the CEO circulated an out of session proposal to councillors about participating 'Field Solutions' to work with Warren Blackwood Councils to seek Commonwealth funding for installation of new telecommunications infrastructure based on local priorities, maximisation of economic opportunities and social connections. Councillors unanimously declined to participate in this proposal.	1/02/2022
7.3 Create vibrant, attractive and welcoming towns.						
7.3.1 Provide a beautification plan in Bridgetown town centre.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	Not Commenced	Not progressed yet and will be actioned in 2022/23	8/07/2022
7.3.2 Provide a beautification plan in Greenbushes town centre.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2023	Not Scheduled in 2021/22		
7.4 Provide attractive, well maintained verges and street trees.						
7.4.1 Provide a new policy articulating responsibility (Shire or property owner) for verge maintenance and beautification.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	In Progress	Discussions occurred at the May 2022 Council meeting and July 2022 Concept Forum with a review of a number of verge related policies to occur	8/07/2022
7.4.2 Provide a Street Tree Plan to protect existing trees and plant new or replacement trees to beautify the area and provide shade along footpaths.	Tim Clynch	Waste and Environment Officer	30/06/2024	Not Scheduled in 2021/22		
7.5 Provide attractive and sustainable parks, playgrounds and reserves.						
7.5.1 Provide a Playground Strategy, with consideration for nature play, water play and inclusive playground equipment across the Shire, including Memorial Park, Blackwood River Park, Highland Estate, Four Seasons, Somme Creek and Thomson Park.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	Not Commenced	Not progressed yet. At the annual review of the CBP in June 2022 Council modified the wording of this action and it is scheduled for implementation in 2022/23	8/07/2022
7.5.2 Provide funds in the Playground Reserve to assist with implementation of Playground Strategy.	Michelle Larkworthy	Executive Manager Corporate Services	30/06/2024	Not Scheduled in 2021/22		
7.6 Deliver defined levels of service to provide and maintain Shire assets in the most cost effective way.						
7.6.1 Provide implementation of the long-term Shire buildings infrastructure renewal and upgrade plan.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2022	Completed	The 2021/22 Budget contains allocations for items as identified in the renewal/upgrade plans.	3/11/2021
7.6.2 Provide implementation of the long-term Shire road, drainage, bridges and footpaths infrastructure renewal and upgrade plan.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	Ongoing	The 2021/22 works construction program has commenced	2/11/2021

Shire of Bridgetown-Greenbushes

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Outcome 7 - Responsible and attractive growth and development						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
7.6 Deliver defined levels of service to provide and maintain Shire assets in the most cost effective way.						
7.6.3 Provide development and implementation of the long- term Shire plant and equipment renewal and upgrade plan.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	Ongoing	The process for changeover of plant and equipment, as funded in the budget, commenced. Lead times for replacement were longer this year due to supply issues and some changeovers will be carried forward to 2022/23	8/07/2022
7.6.4 Provide development and implementation of the long- term aquatics complex infrastructure renewal plan.	Elizabeth Denniss	Manager Recreation and Culture	30/06/2022	In Progress	A review of the plan has occurred and will be externally audited in August	11/07/2022
7.6.5 Provide implementation of the long-term parks renewal and upgrade infrastructure plan.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	Ongoing	The 2021/22 parks upgrade program, as contained in the 2021/22 budget, has commenced.	2/11/2021
7.6.6 Provide implementation of the long-term Shire furniture and equipment renewal and upgrade plan.	Michelle Larkworthy	Executive Manager Corporate Services	30/06/2022	Completed	The 2021/22 Budget contains allocations for items as identified in the renewal/upgrade plans.	8/11/2021

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Outcome 8 - Local history, heritage and character is valued and preserved						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
8.1 Identify, preserve and showcase significant local history and heritage.						
8.1.1 Provide implementation of the Town Hall and Civic Centre Revitalisation Project.	Tim Clynn	Manager Development Services	30/06/2022	In Progress	<p>Early in 2021/22 it was apparent that further work on the design specifications of the project was required. This resulted in some specialist services being procured. A specialist consultant submitted a report providing recommendations on what technical facilities are required in the Town Hall and a gap analysis on infrastructure that is being offered by the two audio/visual company proposals. Two companies were invited to re-quote on the gap analysis for a final decision to appoint the preferred technical facilities service provider in preparation for tender process. Interior design recommendations were received with those recommendations incorporated into the tender specifications. Electrical engineers prepared detailed design to accommodate all electrical services including proposed technical facilities, emergency generator backup and proposed PV installation. Mechanical and acoustic designs were completed. A Request for Tender was prepared with a closing date of 19.5.22. As at 30.6.22 tender assessment hadn't commenced as preliminary checks revealed tender prices far in excess of budget. This was communicated to councillors at the June concept forum with the intent being that approaches would be made to the WA Government about possible additional funding to address shortfall. Assessment of tenders will be deferred until outcome of funding request determined. As at 30.6.22 positive feedback was being received from WA Government with a decision on possible additional funding expected by mid-July. Project updates were provided to every Concept Forum.</p>	8/07/2022

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 8 - Local history, heritage and character is valued and preserved						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
8.1 Identify, preserve and showcase significant local history and heritage.						
8.1.2 Provide implementation of the Bridgetown and Greenbushes Railway Stations Revitalisation Project.	Tim Clynch	Manager Development Services	30/06/2022	In Progress	Bridgetown Railway Station - The design and procurement phases of this project took longer than anticipated with Council awarding the building tender in December 2021. As at 30.6.22 demolition and earthworks were largely complete (being internal areas and portions of railway platform) and renewal works were nearly 40% complete. Greenbushes Railway Station - In the first half of 2021/22 all the planning and procurement for this project was completed, including design plans/specifications, approvals and the obtaining of quotes for the 2 stages of the project – relocation of the building/restumping (Stage 1) and fitout (Stage 2). Quotes received demonstrated that the budget allocation was insufficient. Discussions were held with funding bodies and approval was received from Lotterywest to reallocate the funding earmarked for interpretational fitout to relocation and renewal works. A new application has been submitted to Lotterywest seeking funding of \$150,000 for interpretational fitout.	8/07/2022
8.1.3 Provide a feasibility study for a Local Heritage Grant Scheme to facilitate restoration of privately owned heritage buildings.	Tim Clynch	Senior Planner		Not Scheduled in 2021/22		
8.1.4 Partner with the Historical Society to improve promotion of local history and heritage.	Elizabeth Denniss	Executive Manager Community Services	30/06/2023	Ongoing	Regular meetings are held with the Bridgetown Historical Society	3/11/2021

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 9 - Safe, affordable and efficient movement of people and vehicles						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
9.1 Improve road safety and connectivity.						
9.1.1 Advocate to Main Roads WA to conduct a safety audit of the Hampton Street precinct.	Tim Clynch	Shire President / Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
9.1.2 Provide community engagement to assess community views on a future Bridgetown Heavy Haulage deviation or bypass.	Tim Clynch	Chief Executive Officer	30/06/2024	Not Scheduled in 2021/22		
9.1.3 Facilitate construction of the Greenbushes Mine Access Road.	Tim Clynch	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
9.1.4 Provide rural roadside vegetation management.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	Ongoing	This work is ongoing throughout the year with most works being done outside the road construction period	2/11/2021
9.1.5 Provide an audit of urban street lighting to identify gaps.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2025	Not Scheduled in 2021/22		
9.2 Provide sufficient parking for all types of vehicles.						
9.2.1 Provide the Greenbushes CBD Parking and Safety Enhancement Project.	Tim Clynch	Chief Executive Officer	30/06/2022	Deferred	At its January 2022 meeting Council resolved to seek a variation to the funding assigned to this project due to concerns about the timelines and budget of the car park project. The timelines were significantly impacted by the much longer than expected time for the approval to be obtained for excising the land proposed for the car park off the existing titles plus concerns about the conditions likely to be imposed on that approval. There was also an estimated 30% escalation in construction costs. Council resolved to seek the approval of the Australian Government to reassign the funding for this project under LRCIP Phase 2 program to other 'shovel ready' projects but at the same time committed to funding the car park project in 2022/23 under the LRCIP Phase 3 funding .	1/02/2022
9.3 Develop a safe, well connected network of paths and trails for all users.						
9.3.1 Provide a review of the Local Trails Masterplan including a costed implementation schedule in accordance with Council's project framework.	Elizabeth Denniss	Manager Community Development	30/06/2022	In Progress	The Trails Development Advisory Committee has commenced review of the plan with it currently at "draft" stage. Presentation to Council will occur in next 2 months.	11/07/2022
9.3.2 Provide an audit of the urban pathway networks in Bridgetown and Greenbushes to identify gaps in servicing key community places.	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2023	Not Scheduled in 2021/22		
9.3.3 Provide an audit of existing footpaths to identify universal access requirements (i.e. safe crossings, reduce large kerbs, widen footpaths, fix uneven surfaces, seal gravel footpaths, regular clearing and maintenance, etc).	Tim Clynch	Coordinator Infrastructure Services	30/06/2022	In Progress	The audit has commenced with some sections of footpath identified for attention. Sections of footpath on Hampton Street and Blackwood Road have been identified and will be considered by Council for improvements in its long term infrastructure planning	8/07/2022

Shire of Bridgetown-Greenbushes

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Outcome 9 - Safe, affordable and efficient movement of people and vehicles						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
9.3 Develop a safe, well connected network of paths and trails for all users.						
9.3.4 Provide footpath renewals, upgrades and extensions as per the Shire's long-term plan (see Action 7.6.2).	Tim Clynch	Executive Manager Development and Infrastructure	30/06/2022	In Progress	Council, at its September 2021 meeting reallocated the funds for footpath construction to the Winnejup Road blackspot project with the view to considering re-funding the footpath works in Phase 3 of the LRCI grant program. In January 2022 Council subsequently reinstated funding for two footpaths (Allnutt Street and Steere Street) with those works to be scheduled prior to June 2022.	1/02/2022
9.3.5 Provide planning and design for a dual use pathway between Nelson Street and Highland Estate.	Tim Clynch	Executive Manager Development and Infrastructure		Not Scheduled in 2021/22		
9.3.6 Provide planning and design for a dual use pathway between Forrest Street and Bridgetown Sportsground.	Tim Clynch	Executive Manager Development and Infrastructure		Not Scheduled in 2021/22		
9.3.7 Provide planning and design for a dual use pathway between Bridgetown Gardens and Grey's Hill.	Tim Clynch	Executive Manager Development and Infrastructure		Not Scheduled in 2021/22		
9.3.8 Provide planning and design for a dual use pathway between Four Seasons Estate and the urban pathway network.	Tim Clynch	Executive Manager Development and Infrastructure		Not Scheduled in 2021/22		
9.3.9 Facilitate planning and design for a dual use pathway between planning for a local bike trail connection with the Munda Biddi trail.	Elizabeth Denniss	Manager Community Development		Not Scheduled in 2021/22		
9.3.10 Provide more bicycle parking facilities throughout the Shire.	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2025	Not Scheduled in 2021/22		
9.3.11 Facilitate delivery of bicycle education and driver awareness campaigns.	Elizabeth Denniss	Executive Manager Community Services	30/06/2025	Not Scheduled in 2021/22		
9.4 Advocate for affordable and sustainable public transport solutions.						
9.4.1 Advocate for improved public and shared transport solutions (taxi services) for local residents and visitors to move within the local area.	Tim Clynch	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 10 - A strong, diverse and resilient economy						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
10.1 Strengthen the Shire of Bridgetown Greenbushes' competitive advantage to attract new businesses and investors to the area.						
10.1.1 Provide an annual review of the Growth Strategy to drive population growth, create jobs and generate economic development.	Tim Clynn	Chief Executive Officer	30/06/2022	Completed	A Council workshop was held in November to discuss existing projects and identify future projects. In consultation with Council it was agreed to cease using the term "Growth Strategy". A number of new projects were identified in the new Corporate Business Plan, including the Greenbushes Youth Precinct, Bridgetown Sportsground Upgrade, cricket nets project and Visitor Centre building improvements.	8/07/2022
10.1.2 Provide Greenbushes Revitalisation Project (Town Hall, Court House, Golf Club and Roads Board Office).	Michelle Larkworthy	Manager Building Assets and Projects	30/06/2022	Deferred	For BBRF Round 5 last year an application was submitted under the title of "Greenbushes Infrastructure Renewal Project" seeking funding of \$400,000 to be matched by \$400,000 Shire funds (total project cost of \$800,000) for building upgrades and restorative works at 4 Shire owned buildings in Greenbushes – Greenbushes Hall, Greenbushes Courthouse, Greenbushes Golf Club and the Greenbushes Roads Board building. Although the application was unsuccessful positive feedback was received from the funding body with that feedback being sufficient encouragement to submit a similar application under BBRF Round 6. At its November 2021 meeting Council amended its 2021/22 Budget, incorporating changes to its 2021/22 Building Capital Works Program to reflect that the BBRF Round 5 funding application had proven unsuccessful. Essentially the \$400,000 Shire contribution for the "Greenbushes Infrastructure Renewal Project" was dispersed to cover a number of building capital works projects to be done in 2021/22. Included in this budget amendment were allocations for the Greenbushes Golf Club wet areas refurbishment and renewal works at the Greenbushes Roads Board building. A report was presented to the January 2022 Concept Forum proposing the submittal of a Building Better Regions Round 6 application for 3 projects (Greenbushes Hall, Greenbushes Courthouse and Greenbushes Road Board Building) seeking funding of 50% of the estimated \$865,000 project costs. Councillors concurred with this proposal and the application was lodged later that month. This application is expected to be determined by August 2022.	8/07/2022
10.1.3 Provide a feasibility for the development of the Light Industrial Area (LIA) in Bridgetown.	Tim Clynn	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
10.2 Attract high growth industries, businesses and investors that are aligned with local values.						
10.2.1 Advocate for development of a sub-regional Economic Development Strategy with neighbouring councils.	Elizabeth Denniss	Executive Manager Community Services	30/06/2023	Not Scheduled in 2021/22		

Shire of Bridgetown-Greenbushes

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Outcome 10 - A strong, diverse and resilient economy						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
10.2 Attract high growth industries, businesses and investors that are aligned with local values.						
10.2.2 Facilitate Film Friendly certification with Screenwest.	Elizabeth Denniss	Executive Manager Community Services	30/06/2024	Not Scheduled in 2021/22		
10.3 Support local business to thrive.						
10.3.1 Provide an audit of the Shire’s ‘Buy Local’ purchasing.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	In Progress	Although some random internal auditing/scrutiny of purchasing occurred throughout the year a specific audit for "buy local" purchasing wasn't done and will be done in 2022/23	8/07/2022
10.3.2 Provide promotion of Buy Local campaigns.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Not Commenced	Not progressed yet	2/11/2021

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Outcome 11 - Access to quality education and work opportunities						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
11.1 Facilitate improved access to education and job opportunities for everyone.						
11.1.1 Advocate for a more diverse range of learning and training opportunities to be provided in the Shire by TAFE, Registered Training Organisations and local community groups.	Tim Clynch	Shire President / Chief Executive Officer		Not Scheduled in 2021/22		
11.1.2 Facilitate improved access to art and music programs, in particular with youth, to help build and strengthen capabilities in areas where the Shire has a competitive advantage.	Elizabeth Denniss	Executive Manager Community Services	30/06/2024	Not Scheduled in 2021/22		
11.1.3 Provide traineeships within the Shire organisation.	Tim Clynch	Executive Assistant	30/06/2022	Deferred	Traineeships are provided in line with the calendar year. In 2021 two traineeships were provided and these were intended to be offered in 2022 however no interest was received for the Customer Service/Admin traineeship so an alternative non-trainee position has been created for the next 2 years. The Recreation traineeship was also offered but no suitable interest was received. The potential for additional traineeships will be addressed in the forthcoming review of the Workforce Plan.	8/07/2022
11.1.4 Advocate to promote traineeships, work placements and employment opportunities for young people and businesses.	Elizabeth Denniss	Executive Manager Community Services	30/06/2023	Not Scheduled in 2021/22		

Shire of Bridgetown-Greenbushes

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Outcome 12 - Bridgetown Greenbushes is regarded to be a major tourist destination						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
12.1 Reposition Bridgetown as a major tourist destination.						
12.1.1 Fund the Southern Forest and Blackwood Valley Tourism Association to promote the region as a major tourist destination.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Completed	Funds are included in Council's 2021/22 budget. However between September and November 2021 the SFBVTA reviewed its operations and made the decision to wind up. The Warren Blackwood Alliance of Councils has developed an alternative program to maintain a sub-regional tourism presence and will directly employ a Project Officer and engage in marketing opportunities (using the Shire contributions). The WBAC endorsed budgets for the new tourism portfolio at its January 2022 meeting.	1/02/2022
12.1.2 Provide funding for regional and local marketing campaigns in alignment with brokered opportunities.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Completed	The only expenditure in 2021/22 was a contribution towards a regional tourism promotional flyer that was distributed at the 2021 Perth Royal Show. With the demise of the SFBVTA regional tourism marketing and branding initiatives weren't put forward however this is expected to change now that the WBAC tourism portfolio is close to establishment Preparation of a buy in proposal for Destination WA to local business	8/07/2022
12.1.3 Facilitate a tourism strategy for Bridgetown-Greenbushes.	Elizabeth Denniss	Executive Manager Community Services	30/06/2024	Not Scheduled in 2021/22		
12.1.4 Provide in partnership with Grow Greenbushes a financial analysis (business plan) investigating the cost of introducing paid staff to work with volunteers to operate the Greenbushes Discovery Centre.	Elizabeth Denniss	Executive Manager Community Services	30/06/2023	Not Scheduled in 2021/22		
12.2 Improve tourism infrastructure and services.						
12.2.1 Provide implementation of the Visitor Centre and Provision of Visitor Information Services business case.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	In Progress	Review of operational procedures completed; building plans completed. Preliminary discussions held with Lotterywest about suitability of the project for prospective grant funding. Council, at its December 2021 meeting resolved to defer any further progress of this proposal pending the holding of 2 workshops in March 2022. Council, in June 2022 resolved to discontinue planning and implementing of the proposal to outsource management of the visitor centre to the Bridgetown CRC. This decision was made after a number of Concept Forum, workshop and council meeting discussions and directions in 2021/22.	8/07/2022
12.2.2 Provide planning and design for a stage at Memorial Park to support local festivals and events.	Tim Clynych	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
12.2.3 Provide a stage at Memorial Park to support local festivals and events.	Tim Clynych	Chief Executive Officer	30/06/2025	Not Scheduled in 2021/22		
12.2.4 Facilitate key stakeholder engagement in achieving RV friendly town status.	Elizabeth Denniss	Executive Manager Community Services	30/06/2023	In Progress	At its January 2022 meeting Council resolved to trial having 2 motorhome overnight parking bays in the railway car park. The trial ended in May and data from receipts left by users is being assessed to inform a report to council.	8/07/2022

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Outcome 12 - Bridgetown Greenbushes is regarded to be a major tourist destination						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
12.2 Improve tourism infrastructure and services.						
12.2.5 Provide a contribution to the Busselton Margaret River Regional Airport Marketing Fund.	Tim Clynn	Chief Executive Officer	30/06/2022	Ongoing	Funding of \$2,000 is included in the 2021/22 budget, representing Year 3 of a 5 year commitment.	2/11/2021
12.3 Develop and promote festivals, events and trails that showcase the area's natural assets and core competencies.						
12.3.1 Advocate for Cinefest Oz to host films in Bridgetown.	Elizabeth Denniss	Manager Community Development	30/06/2022	In Progress	Discussions with Cinefest Oz have occurred as part of the planning for the Bridgetown Town Hall redevelopment. The ability to attract the Cinefest Oz festival to Bridgetown is linked to completion of the Town Hall and realistically the 2023 festival is likely to be the first year that it would occur.	2/11/2021
12.3.2 Facilitate promotion and development of key festivals, events and trails (such as Blues Festival, Bridgetown Art Trail, Festival of Country Gardens, culinary trails, etc).	Elizabeth Denniss	Executive Manager Community Services	30/06/2023	Not Scheduled in 2021/22		
12.3.3 Provide a review of heritage trails in Bridgetown.	Elizabeth Denniss	Manager Community Development	30/06/2022	Completed	Council accepted additional \$6,000 of grant funding at its September 2021 meeting to review and enhance the Bridgetown Heritage Walk Trail and its associated booklet, the Bridgetown Art Trail booklet, the Somme Creek Fitness Trail pamphlet and conducting a flora and fauna survey for the proposed Geegelup Mountain Bike Trail Network. Brochure has been printed and distribution commenced	8/07/2022
12.3.4 Facilitate development and promotion of more water- based tourism around the Blackwood river (i.e. sporting events and festivals).	Elizabeth Denniss	Executive Manager Community Services	30/06/2025	Not Scheduled in 2021/22		

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 13 - Proactive, visionary leaders who respond to community needs						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
13.1 Strengthen leadership and advocacy.						
13.1.1 Provide and communicate a clear vision for Bridgetown Greenbushes with regular progress reports to the community.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	Ongoing	The Community Sundowner was an opportunity for Council to launch its new Corporate Business Plan and provide updates to the community about the extent of services provided by the Shire. This was supported by news articles	8/11/2021
13.1.2 Provide a strategic approach to seeking Government funding and support for Growth Strategy projects.	Tim Clynch	Shire President / Chief Executive Officer	30/06/2022	Ongoing	In 2021/22 meetings were held with the Premier, Minister Saffioti, Minister Dawson, Minister Kelly and Minister Whitby. An offer was made to the Premier in November 2021 for Bridgetown-Greenbushes to host a regional cabinet meeting in 2022.	8/07/2022
13.1.3 Facilitate an internal review of Council and Executive leadership capabilities and provide training, support or recruitment to address gaps.	Tim Clynch	Chief Executive Officer	30/06/2022	Deferred	Discussion with Council on how to implement this action occurred during the annual CBP review process. Councillors were of the view that an internal review was neither practical or necessary therefore no action was taken to implement this action	11/07/2022
13.1.4 Facilitate a biennial Councillor study tour to benchmark practices in leading Councils.	Tim Clynch	Executive Assistant	30/06/2023	Not Scheduled in 2021/22		
13.2 Embrace innovation and a 'can do' culture.						
13.2.1 Provide a review of policies, systems and processes to introduce innovations to improve business efficiencies and the customer experience.	Tim Clynch	Chief Executive Officer	30/06/2022	In Progress	A review of town planning policies has identified opportunities to rationalize and remove a number of existing policies, including increasing the extent of development that would be exempt from having to obtain planning approval. Further reporting on business efficiencies, red tape reduction and improvements to service delivery occurred periodically via the Concept Forum	8/07/2022
13.2.2 Provide an assessment of current IT system capabilities and recommended improvements.	Michelle Larkworthy	Coordinator Customer Service	30/06/2024	Not Scheduled in 2021/22		
13.2.3 Facilitate the opportunity for community members and groups to bring innovative ideas forward for discussion.	Tim Clynch	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 14 - Effective governance and financial management						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
14.1 Achieve excellence in organisational performance and service delivery.						
14.1.1 Provide major and minor reviews of the Strategic Community Plan in line with requirements in the Integrated Planning and Reporting Framework.	Tim Clynh	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
14.1.2 Provide an annual review of the Corporate Business Plan.	Michelle Larkworthy	Executive Manager Corporate Services	30/06/2022	Completed	The CBP review process commenced in March 2022 and concluded in June 2022 with Council adopting a new CBP	8/07/2022
14.1.3 Provide a quarterly review each year of the Shire's risk profile.	Michelle Larkworthy	Executive Manager Corporate Services	30/06/2022	Ongoing	These quarterly reports are presented to the Audit Committee.	1/02/2022
14.1.4 Provide an annual review of the Customer Service Charter to ensure it is aligned with changing community needs and expectations.	Michelle Larkworthy	Executive Manager Corporate Services	30/06/2022	Completed	Council last considered a review of the Customer Service Charter (CSC) at its July 2021 Council Meeting. The resolution passed at that meeting required the CSC be discussed at a Concept Forum before formal adoption. The CSC was discussed at the August Concept Forum with the direction being received that the current CSC be retained with some minor corrections and redesign.	3/11/2021
14.1.5 Provide an annual report on customer service improvements to meet performance gaps.	Tim Clynh	Chief Executive Officer	30/06/2022	In Progress	A focus on customer service improvements was a key component of the organisational restructure undertaken in June 2022	8/07/2022
14.1.6 Provide a review of asset management software programs to consolidate all asset classes into one integrated database.	Michelle Larkworthy	Asset Management Coordinator	30/06/2022	In Progress	Several software options have been identified. Presentations by Vendors have been requested and are pending.	3/11/2021
14.1.7 Provide improvements to the depot workshop.	Tim Clynh	Coordinator Infrastructure Services	30/06/2022	Deferred	With the February 2022 fire destroying the depot workshop this action was discontinued. Investigations into design of new workshop as part of a rebuilt depot have been occurring for several months	8/07/2022
14.2 Improve real and perceived value for money from Council rates.						
14.2.1 Provide an annual review of the Long Term Financial Plan.	Michelle Larkworthy	Executive Manager Corporate Services	30/06/2022	In Progress	At the Concept Forum held 11.11.21 a progress report on the review of the LTFP was provided, including the tabling of a document detailing the proposed high level assumptions consideration. Councillors provided feedback on those assumptions. It was acknowledged that this was just the first scenario to be modelled, results of this model would be presented to Council at the February concept forum. This discussion was delayed until November due to the October elections as it was felt that the new Council makeup should influence the assumptions of the LTFP as they would be the Council to adopt the LTFP. At the Concept Forum held 10.2.22 a further progress report (including 15 year funding summary) on the proposed review of the Long Term Financial Plan was provided and councillors provided direction on the review, including future rate increases. Noting the time of the year and the schedule for updating the various long term capital plans (works, building and plant) in the following 3 months it was indicated that completion of the LTFP would occur in the 1st half of	8/07/2022

Shire of Bridgetown-Greenbushes
Corporate Business Plan 2021-2025 Progress Report (June 2022)

					2022/23.	
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Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 14 - Effective governance and financial management						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
14.2 Improve real and perceived value for money from Council rates.						
14.2.2 Provide a framework for assessing and communicating value for money.	Tim Clynn	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
14.2.3 Provide a review of community facility hire fees, as part of the budget review, to provide value for money and encourage greater use of Shire facilities.	Michelle Larkworthy	Senior Finance Officer	30/06/2024	Not Scheduled in 2021/22		

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 15 - A well informed and engaged community						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
15.1 Engage the community in a meaningful and timely way using appropriate communication and consultation channels.						
15.1.1 Provide a Community Engagement Strategy to improve communication and consultation across all customer segments.	Elizabeth Denniss	Executive Manager Community Services	30/06/2022	In Progress	Community sundowner; upgrade of shire noticeboards; growth strategy webpage created; strategic planning webpage and feedback mechanism created; CBP printed copies/distribution strategy; Shire Connect Newsletter; appointment of Cannings Purple; daily online news articles	3/11/2021
15.1.2 Provide a central customer database to support timely and targeted communications.	Michelle Larkworthy	Coordinator Customer Service	30/06/2022	In Progress	Work has commenced on development of an online Community Group listing. All community groups have been written to requesting provision of relevant information. Creation of a database for distribution of the 'Shire Connect' newsletter is also underway.	3/11/2021
15.1.3 Fund ordinary and special Council elections.	Tim Clynn	Executive Assistant	30/06/2022	Ongoing	2021 LG Elections completed.	1/02/2022
15.1.4 Provide a biennial community survey to benchmark service levels and assess community priorities.	Tim Clynn	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		

Shire of Bridgetown-Greenbushes

Corporate Business Plan 2021-2025 Progress Report (June 2022)

Outcome 16 - An engaged and effective workforce						
	Executive	Responsible Officer	Due Date	Status	Update	Update Date
16.1 Attract, train, develop and retain an effective workforce.						
16.1.1 Provide a major review of the Workforce Plan, including an employee engagement survey to benchmark performance levels and assess employee priorities.	Tim Clynch	Chief Executive Officer	30/06/2022	Deferred	Preparation of a new Workforce Plan was to be an internally resourced project to be completed by 30.6.22. However in consultation with councillors the progressing of the Workforce Plan was deferred pending a new project initiated by the CEO to review the organisational structure for the purpose of finding solutions to a large number of operational pressure points. The advice provided to Council was that a Workforce Plan is not an organisational restructure. The purpose of a Workforce Plan is to address gaps between current and future workforce capability, identify areas of skill or capacity shortage, and outline strategies to address them. The restructure is to address current gaps and pressure points and will include where relevant further assessment of Council's service delivery expectations and consider how the organization can respond to cost of living pressures, including staff remuneration. Councillors agreed the organisational structure took priority and therefore the Workforce Plan process will be recommenced in 2nd half of 2022/23. Both Staff EBAs expire 30 June 2023 so the Workforce Plan findings can feed into the EBA renewal processes.	8/07/2022
16.1.2 Provide an annual update to the Workforce Plan aligned with the annual Corporate Business Plan review.	Tim Clynch	Chief Executive Officer	30/06/2023	Not Scheduled in 2021/22		
16.1.3 Develop key performance indicators (KPIs) for individual staff members and link to job descriptions and CBP actions.	Tim Clynch	Human Resource Officer	30/06/2022	Ongoing	Annual performance review process occurred in November	8/07/2022
16.1.4 Facilitate engagement with the community to develop a Volunteer Skills Register and identify opportunities to recruit and engage volunteers with relevant skills to support Shire projects and activities.	Elizabeth Denniss	Executive Manager Community Services	30/06/2024	Not Scheduled in 2021/22		

PART 5 – FINANCIALS

APPENDIX 2: Annual Financial Report and Independent Audit Report

SHIRE OF BRIDGETOWN-GREENBUSHES
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

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The Shire of Bridgetown-Greenbushes conducts the operations of a local government with the following vision:

SHIRE'S VISION

Bridgetown Greenbushes

The heart and soul of the South West

Principal place of business:
1 Steere Street
BRIDGETOWN WA 6255

**SHIRE OF BRIDGETOWN-GREENBUSHES
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

The attached financial report of the Shire of Bridgetown-Greenbushes for the financial year ended 30 June 2022 is based on proper accounts and records to present fairly the financial position of the Shire of Bridgetown-Greenbushes at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 8th day of December 2022



Chief Executive Officer

Tim Clynch

Name of Chief Executive Officer



SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
Revenue				
Rates	25(a),2(a)	4,848,890	4,891,268	4,676,825
Operating grants, subsidies and contributions	2(a)	2,939,984	1,876,078	2,746,723
Fees and charges	24(c),2(a)	1,881,492	1,681,860	1,640,802
Interest earnings	2(a)	64,399	63,800	65,703
Other revenue	2(a)	239,292	237,254	308,946
		9,974,057	8,750,260	9,438,999
Expenses				
Employee costs		(4,742,034)	(5,128,734)	(4,495,620)
Materials and contracts		(2,302,983)	(3,150,164)	(2,276,897)
Utility charges		(273,902)	(299,580)	(287,808)
Depreciation	10(a)	(3,555,494)	(3,618,588)	(3,665,114)
Finance costs	2(b)	(64,952)	(65,139)	(68,730)
Insurance		(288,363)	(288,224)	(272,225)
Other expenditure	2(b)	(257,524)	(330,440)	(337,242)
		(11,485,252)	(12,880,869)	(11,403,636)
		(1,511,195)	(4,130,609)	(1,964,637)
Non-operating grants, subsidies and contributions	2(a)	2,608,895	6,166,530	1,997,059
Profit on asset disposals	10(d)	494	1,700	21,022
Loss on asset disposals	10(d)	(504,863)	(8,100)	(15,167)
Fair value adjustments to financial assets at fair value through profit or loss		3,997	0	2,586
		2,108,523	6,160,130	2,005,500
Net result for the period	24(b)	597,328	2,029,521	40,863
Other comprehensive income for the period				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	16	(40,260)	0	0
Total other comprehensive income for the period		(40,260)	0	0
Total comprehensive income for the period		557,068	2,029,521	40,863

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022

	NOTE	2022 \$	2021 \$
CURRENT ASSETS			
Cash and cash equivalents	3	9,564,983	9,065,586
Trade and other receivables	5	683,571	415,131
Inventories	6	40,835	37,765
Other assets	7	245,722	87,375
TOTAL CURRENT ASSETS		10,535,111	9,605,857
NON-CURRENT ASSETS			
Trade and other receivables	5	172,940	168,263
Other financial assets	4(a)	77,804	73,807
Property, plant and equipment	8	32,464,182	33,057,212
Infrastructure	9	167,034,928	167,064,912
Right-of-use assets	11(a)	74,983	102,224
TOTAL NON-CURRENT ASSETS		199,824,837	200,466,418
TOTAL ASSETS		210,359,948	210,072,275
CURRENT LIABILITIES			
Trade and other payables	12	1,118,802	932,704
Other liabilities	13	1,495,917	1,793,512
Lease liabilities	11(b)	42,577	40,354
Borrowings	14	160,317	181,402
Employee related provisions	15	806,695	762,519
TOTAL CURRENT LIABILITIES		3,624,308	3,710,491
NON-CURRENT LIABILITIES			
Lease liabilities	11(b)	34,792	63,792
Borrowings	14	1,520,412	1,680,729
Employee related provisions	15	59,816	53,711
TOTAL NON-CURRENT LIABILITIES		1,615,020	1,798,232
TOTAL LIABILITIES		5,239,328	5,508,723
NET ASSETS		205,120,620	204,563,552
EQUITY			
Retained surplus		113,759,448	113,808,659
Reserve accounts	28	4,216,387	3,569,848
Revaluation surplus	16	87,144,785	87,185,045
TOTAL EQUITY		205,120,620	204,563,552

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2020		113,047,268	4,290,376	87,185,045	204,522,689
Comprehensive income for the period					
Net result for the period		40,863	0	0	40,863
Total comprehensive income for the period		40,863	0	0	40,863
Transfers from reserves	28	1,674,328	(1,674,328)	0	0
Transfers to reserves	28	(953,800)	953,800	0	0
Balance as at 30 June 2021		113,808,659	3,569,848	87,185,045	204,563,552
Comprehensive income for the period					
Net result for the period		597,328	0	0	597,328
Other comprehensive income for the period	16	0	0	(40,260)	(40,260)
Total comprehensive income for the period		597,328	0	(40,260)	557,068
Transfers from reserves	28	363,812	(363,812)	0	0
Transfers to reserves	28	(1,010,351)	1,010,351	0	0
Balance as at 30 June 2022		113,759,448	4,216,387	87,144,785	205,120,620

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		4,859,560	4,885,790	4,698,401
Operating grants, subsidies and contributions		2,643,399	1,850,455	2,641,529
Fees and charges		1,884,516	1,711,860	1,658,066
Interest received		71,699	63,800	65,704
Goods and services tax received		504,491	428,150	514,126
Other revenue		303,453	237,254	217,363
		10,267,118	9,177,309	9,795,189
Payments				
Employee costs		(4,668,578)	(5,128,734)	(4,649,730)
Materials and contracts		(2,349,059)	(3,417,338)	(1,970,666)
Utility charges		(273,840)	(299,580)	(279,714)
Finance costs		(64,952)	(65,139)	(68,737)
Insurance paid		(288,363)	(288,224)	(272,225)
Goods and services tax paid		(505,041)	(455,391)	(504,152)
Other expenditure		(235,438)	(330,440)	(335,980)
		(8,385,271)	(9,984,846)	(8,081,204)
Net cash provided by (used in) operating activities	17(b)	1,881,847	(807,537)	1,713,985
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	8(a)	(817,050)	(4,194,500)	(1,041,013)
Payments for construction of infrastructure	9(a)	(2,625,111)	(4,469,122)	(2,046,195)
Non-operating grants, subsidies and contributions		2,275,597	4,485,667	2,843,831
Proceeds from financial assets at amortised cost - self supporting loans		0	0	8,976
Proceeds from sale of property, plant & equipment	10(d)	8,047	114,300	228,725
Net cash provided by (used in) investing activities		(1,158,517)	(4,063,655)	(5,676)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	27(a)	(181,402)	(181,402)	(260,735)
Payments for principal portion of lease liabilities	27(d)	(42,531)	(44,595)	(38,691)
Proceeds from new borrowings	27(a)	0	0	312,500
Net cash provided by (used in) financing activities		(223,933)	(225,997)	13,074
Net increase (decrease) in cash held		499,397	(5,097,189)	1,721,383
Cash at beginning of year		9,065,586	9,016,342	7,344,203
Cash and cash equivalents at the end of the year	17(a)	9,564,983	3,919,153	9,065,586

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF BRIDGETOWN-GREENBUSHES
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
NET CURRENT ASSETS - At start of financial year - surplus/(deficit)	26(b)	2,733,197	2,679,657	2,238,420
OPERATING ACTIVITIES				
Revenue from operating activities (excluding general rate)				
Operating grants, subsidies and contributions		2,939,984	1,876,078	2,746,723
Fees and charges		1,881,492	1,681,860	1,640,802
Interest earnings		64,399	63,800	65,703
Other revenue		239,292	237,254	308,946
Profit on asset disposals	10(d)	494	1,700	21,022
Fair value adjustments to financial assets at fair value through profit or loss		3,997	0	2,586
		5,129,658	3,860,692	4,785,782
Expenditure from operating activities				
Employee costs		(4,742,034)	(5,128,734)	(4,495,620)
Materials and contracts		(2,302,983)	(3,150,164)	(2,276,897)
Utility charges		(273,902)	(299,580)	(287,808)
Depreciation		(3,555,494)	(3,618,588)	(3,665,114)
Finance costs		(64,952)	(65,139)	(68,730)
Insurance		(288,363)	(288,224)	(272,225)
Other expenditure		(257,524)	(330,440)	(337,242)
Loss on asset disposals	10(d)	(504,863)	(8,100)	(15,167)
		(11,990,115)	(12,888,969)	(11,418,803)
Non-cash amounts excluded from operating activities	26(a)	4,057,890	3,624,988	2,569,819
Amount attributable to operating activities		(2,802,567)	(5,403,289)	(4,063,202)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		2,608,895	6,166,530	1,997,059
Proceeds from disposal of assets	10(d)	8,047	114,300	228,725
Proceeds from financial assets at amortised cost - self supporting loans	27(a)	0	0	8,976
Purchase of property, plant and equipment	8(a)	(817,050)	(4,194,500)	(1,041,013)
Purchase and construction of infrastructure	9(a)	(2,625,111)	(4,469,122)	(2,046,195)
		(825,219)	(2,382,792)	(852,448)
Amount attributable to investing activities		(825,219)	(2,382,792)	(852,448)
FINANCING ACTIVITIES				
Repayment of borrowings	27(a)	(181,402)	(181,402)	(260,735)
Proceeds from borrowings	27(a)	0	0	312,500
Payments for principal portion of lease liabilities	27(d)	(42,531)	(44,595)	(38,691)
Transfers to reserves (restricted assets)	28	(1,010,351)	(549,992)	(953,800)
Transfers from reserves (restricted assets)	28	363,812	991,145	1,674,328
Amount attributable to financing activities		(870,472)	215,156	733,602
Surplus/(deficit) before imposition of general rates		(1,765,061)	(4,891,268)	(1,943,628)
Total amount raised from general rates	25(a)	4,848,890	4,891,268	4,676,825
Surplus/(deficit) after imposition of general rates	26(b)	3,083,829	0	2,733,197

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF BRIDGETOWN-GREENBUSHES
FOR THE YEAR ENDED 30 JUNE 2022
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SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

The local government reporting entity

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 29 of the financial report.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation uncertainties made in relation to lease accounting
- estimation of useful lives of non-current assets

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/ Warranties	Timing of revenue recognition
Rates	General rates	Over time	Payment dates adopted by Council during the year	None	When rates notice is issued
Operating Grants and subsidies	Grant contracts with customers - with and without agreements and subsidies	Over time or no obligations. Dependant upon arrangement	Fixed term transfer for funds based on agreed milestones and reporting or not applicable. Dependant upon arrangement	Contract obligation if project not complete or not applicable. Dependant upon arrangement	Output method based on project milestone and/or completion date matched to performance obligations, or when asset is controlled. Dependant upon arrangement
Non-operating Grants	Construction or acquisition of recognisable non-financial assets	Over time	Fixed term transfer for funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestone and/or completion date matched to performance obligations
Fees and Charges	Charges made for council provided services, facility hire, fines, sale of good and licences	Single point in time and over time. Dependant upon fee	In full in advance or on normal credit trading terms. Dependant upon fee	Dependant upon good or service provided	Output method based on provision of service or completion of works
Other Revenue	Other revenue that cannot be classified into the above categories	Single point in time and over time. Dependant upon fee	In full in advance or on normal credit trading terms. Dependant upon fee	Dependant upon good or service provided	Output method based on provision of service or completion of works

Consideration from contracts with customers is included in the transaction price.

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	4,848,890	0	4,848,890
Operating grants, subsidies and contributions	493,823	0	0	2,446,161	2,939,984
Fees and charges	1,686,159	0	195,333	0	1,881,492
Interest earnings	0	0	28,683	35,716	64,399
Other revenue	60,719	0	0	178,573	239,292
Non-operating grants, subsidies and contributions	0	2,608,895	0	0	2,608,895
Total	2,240,701	2,608,895	5,072,906	2,660,450	12,582,952

For the year ended 30 June 2021

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	4,676,825	0	4,676,825
Operating grants, subsidies and contributions	668,203	0	0	2,078,520	2,746,723
Fees and charges	1,493,581	0	147,221	0	1,640,802
Interest earnings	0	0	31,528	34,175	65,703
Other revenue	252,045	0	0	56,901	308,946
Non-operating grants, subsidies and contributions	0	1,997,059	0	0	1,997,059
Total	2,413,829	1,997,059	4,855,574	2,169,596	11,436,058

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

	Note	2022 Actual	2022 Budget	2021 Actual
Interest earnings				
Financial assets at amortised cost - self supporting loans		0	0	251
Interest on reserve funds		10,271	15,000	12,854
Rates instalment and penalty interest (refer Note 25(c))		28,683	28,800	31,528
Other interest earnings		25,445	20,000	21,070
		64,399	63,800	65,703
(b) Expenses				
Auditors remuneration				
- Audit of the Annual Financial Report		24,600	24,600	23,750
- Other services		2,900	5,000	1,960
		27,500	29,600	25,710
Finance costs				
Borrowings	27(a)	62,041	62,070	64,581
Lease liabilities	27(d)	2,906	2,969	4,143
Other		5	100	6
		64,952	65,139	68,730
Other expenditure				
Elected Member expenses		115,612	133,768	103,065
Community grants and service agreements		118,106	171,189	129,431
Sundry expenses		23,806	25,483	104,746
		257,524	330,440	337,242

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

3. CASH AND CASH EQUIVALENTS

Cash at bank and on hand
Total cash and cash equivalents

Held as
 - Unrestricted cash and cash equivalents
 - Restricted cash and cash equivalents

Note	2022	2021
	\$	\$
	9,564,983	9,065,586
17(a)	9,564,983	9,065,586
	3,597,629	3,526,648
17(a)	5,967,354	5,538,938
	9,564,983	9,065,586

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

Details of restrictions on financial assets can be found at Note 17.

4. OTHER FINANCIAL ASSETS

(a) Non-current assets

Financial assets at fair value through profit and loss

Financial assets at fair value through profit and loss

Units in Local Government House Trust

2022	2021
\$	\$
77,804	73,807
77,804	73,807
77,804	73,807
77,804	73,807

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 23 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit and loss

The Shire classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 21.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

5. TRADE AND OTHER RECEIVABLES

Current

Rates receivable	
Trade and other receivables	
Trade and other receivables from contracts with customers	
GST receivable	
Receivables for employee related provisions	
Accrued interest on investments	

Note	2022 \$	2021 \$
	147,038	136,951
	97,575	69,151
	382,238	206,913
	1,597	1,047
15	46,751	0
	8,372	1,069
	683,571	415,131
	172,940	168,263
	172,940	168,263

Non-current

Pensioner's rates and ESL deferred

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 21.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

6. INVENTORIES

Current

Fuel and materials

Note	2022 \$	2021 \$
	40,835	37,765
	40,835	37,765

The following movements in inventories occurred during the year:

Balance at beginning of year

Inventories expensed during the year

Additions to inventory

Balance at end of year

37,765	12,406
(196,753)	(112,150)
199,823	137,509
40,835	37,765

SIGNIFICANT ACCOUNTING POLICIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

7. OTHER ASSETS

Other assets - current

Prepayments
Contract assets

2022	2021
\$	\$
0	765
245,722	86,610
245,722	87,375

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

Contract assets

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at the end of the period.

Impairment of assets associated with contracts with customers are detailed at note 21(b).

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Note	Land	Buildings - non- specialised	Buildings - specialised	Total land and buildings	Furniture and equipment	Plant and equipment	Works in progress - buildings	Works in progress - land	Total property, plant and equipment
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2020		5,584,500	130,000	23,008,345	28,722,845	157,245	4,376,362	3,800	9,144	33,269,396
Additions		54,742	15,989	59,937	130,668	12,616	865,404	32,325	0	1,041,013
Disposals		0	0	0	0	0	(222,870)	0	0	(222,870)
Depreciation	10(a)	0	(6,876)	(510,666)	(517,542)	(23,244)	(489,541)	0	0	(1,030,327)
Transfers		9,144	0	0	9,144	0	0	0	(9,144)	0
Balance at 30 June 2021		5,648,386	139,113	22,557,616	28,345,115	146,617	4,529,355	36,125	0	33,057,212
Comprises:										
Gross balance amount at 30 June 2021		5,648,386	145,989	23,068,282	28,862,657	188,628	5,404,951	36,125	0	34,492,361
Accumulated depreciation at 30 June 2021		0	(6,876)	(510,666)	(517,542)	(42,011)	(875,596)	0	0	(1,435,149)
Balance at 30 June 2021		5,648,386	139,113	22,557,616	28,345,115	146,617	4,529,355	36,125	0	33,057,212
Additions		0	0	273,007	273,007	7,048	112,476	416,546	7,973	817,050
Disposals		0	0	(352,782)	(352,782)	(8,531)	(81,570)	0	0	(442,883)
Revaluation increments / (decrements) transferred to revaluation surplus due to impairment	16	0	0	(40,260)	(40,260)	0	0	0	0	(40,260)
Depreciation	10(a)	0	(7,416)	(511,062)	(518,478)	(24,722)	(383,737)	0	0	(926,937)
Transfers		0	0	5,277	5,277	0	0	(5,277)	0	0
Balance at 30 June 2022		5,648,386	131,697	21,931,796	27,711,879	120,412	4,176,524	447,394	7,973	32,464,182
Comprises:										
Gross balance amount at 30 June 2022		5,648,386	145,989	22,941,223	28,735,598	179,067	5,411,702	447,394	7,973	34,781,734
Accumulated depreciation at 30 June 2022		0	(14,292)	(1,009,427)	(1,023,719)	(58,655)	(1,235,178)	0	0	(2,317,552)
Balance at 30 June 2022		5,648,386	131,697	21,931,796	27,711,879	120,412	4,176,524	447,394	7,973	32,464,182

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	Level 2	Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2020	Price per hectare / market borrowing rate
Buildings - non-specialised	Level 2	Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2020	Price per square meter / market borrowing rate
Buildings - specialised	Level 3	Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2020	Improvements to land using construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

(ii) Cost

Furniture and equipment	Cost	Cost	Purchase cost
Plant and equipment	Cost	Cost	Purchase cost

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Note	Infrastructure - roads \$	Infrastructure - footpaths \$	Infrastructure - drainage \$	Infrastructure - parks and ovals \$	Infrastructure - bridges \$	Infrastructure - other \$	Works in progress - drainage \$	Works in progress - other infrastructure \$	Total Infrastructure \$
Balance at 1 July 2020		146,801,991	2,168,848	4,665,267	2,470,755	6,672,186	4,795,647	4,628	34,513	167,613,835
Additions		722,597	0	17,099	30,460	673,219	13,278	12,735	576,807	2,046,195
Depreciation	10(a)	(1,957,193)	(63,570)	(92,590)	(150,864)	(178,596)	(152,305)	0	0	(2,595,118)
Transfers		0	0	0	0	0	16,881	0	(16,881)	0
Balance at 30 June 2021		145,567,395	2,105,278	4,589,776	2,350,351	7,166,809	4,673,501	17,363	594,439	167,064,912
Comprises:										
Gross balance at 30 June 2021		191,776,438	3,086,535	7,424,324	4,293,860	11,342,578	5,717,243	17,363	594,439	224,252,780
Accumulated depreciation at 30 June 2021		(46,209,043)	(981,257)	(2,834,548)	(1,943,509)	(4,175,769)	(1,043,742)	0	0	(57,187,868)
Balance at 30 June 2021		145,567,395	2,105,278	4,589,776	2,350,351	7,166,809	4,673,501	17,363	594,439	167,064,912
Additions		1,466,740	0	60,725	1,053,094	26,621	13,060	0	4,871	2,625,111
(Disposals)		0	0	0	(10,167)	0	(59,366)	0	0	(69,533)
Depreciation	10(a)	(1,941,458)	(63,570)	(92,804)	(150,010)	(185,879)	(151,841)	0	0	(2,585,562)
Transfers		17,363	0	0	570,793	0	23,646	(17,363)	(594,439)	0
Balance at 30 June 2022		145,110,040	2,041,708	4,557,697	3,814,061	7,007,551	4,499,000	0	4,871	167,034,928
Comprises:										
Gross balance at 30 June 2022		193,260,542	3,086,535	7,485,049	5,888,646	11,369,199	5,642,649	0	4,871	226,737,491
Accumulated depreciation at 30 June 2022		(48,150,502)	(1,044,827)	(2,927,352)	(2,074,585)	(4,361,648)	(1,143,649)	0	0	(59,702,563)
Balance at 30 June 2022		145,110,040	2,041,708	4,557,697	3,814,061	7,007,551	4,499,000	0	4,871	167,034,928

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Fair Value					
Infrastructure - roads	Level 3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - footpaths	Level 3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - drainage	Level 3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - parks and ovals	Level 3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - bridges	Level 3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - other	Level 3	Cost approach using depreciated replacement cost	Independent registered valuers	June 2018	Construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. FIXED ASSETS

(a) Depreciation

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Buildings - non-specialised	8(a)	7,416	8,228	6,876
Buildings - specialised	8(a)	511,062	512,413	510,666
Furniture and equipment	8(a)	24,722	24,441	23,244
Plant and equipment	8(a)	383,737	405,684	489,541
Infrastructure - roads	9(a)	1,941,458	1,966,366	1,957,193
Infrastructure - footpaths	9(a)	63,570	63,570	63,570
Infrastructure - drainage	9(a)	92,804	93,031	92,590
Infrastructure - parks and ovals	9(a)	150,010	150,864	150,864
Infrastructure - bridges	9(a)	185,879	195,697	178,596
Infrastructure - other	9(a)	151,841	153,813	152,305
Right-of-use assets - furniture and equipment	11(a)	35,103	35,103	35,103
Right-of-use assets - plant and equipment	11(a)	7,892	9,378	4,566
		3,555,494	3,618,588	3,665,114

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	30 to 120 Years
Furniture and equipment	4 to 15 Years
Plant and equipment	3 to 25 Years
Infrastructure - roads	
Formation	Not depreciated
Sub base	90 to 240 Years
Base	40 to 80 Years
Surface	30 to 50 Years
Kerbing	50 Years
Subsoil drain	100 Years
Stormwater culvert	50 to 80 Years
Infrastructure - bridges	
Road bridges	80 Years
Pedestrian bridges	50 Years
Infrastructure - parks and ovals	15 to 50 Years
Infrastructure - footpaths	40 to 50 Years
Infrastructure - drainage	80 Years
Infrastructure - other	
Car parks pavement	60 Years
Car parks seal	25 Years
Street furniture	15 Years
Bus shelters	15 Years
Reservoirs and dams	50 Years
Swimming pool infrastructure	50 Years
All other infrastructure	15 to 50 Years

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. FIXED ASSETS (Continued)

(b) Temporarily Idle or retired from use assets

The carrying value of assets held by the Shire which are temporarily idle or retired from active use and not classified as held for sale are shown in the table below.

Buildings - specialised
 Plant and equipment

2022	2021
\$	\$
328,795	108,567
14,063	12,826
342,858	121,393

(c) Fully Depreciated Assets in Use

The gross carrying value of assets held by the Shire which are currently in use yet fully depreciated are shown in the table below.

Plant and equipment
 Infrastructure - roads
 Infrastructure - footpaths
 Infrastructure - parks and ovals

2022	2021
\$	\$
7,801	4,233
97,847	73,180
6,625	0
8,210	3,180
120,483	80,593

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. FIXED ASSETS (Continued)

(d) Disposals of assets

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss	2022 Budget Net Book Value	2022 Budget Sale Proceeds	2022 Budget Profit	2022 Budget Loss	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Buildings - specialised	352,782	0	0	(352,782)	0	0	0	0	0	0	0	0
Furniture and equipment	8,531	0	0	(8,531)	0	0	0	0	0	0	0	0
Plant and equipment	81,570	8,047	494	(74,017)	120,700	114,300	1,700	(8,100)	222,870	228,725	21,022	(15,167)
Infrastructure - parks and ovals	10,167	0	0	(10,167)	0	0	0	0	0	0	0	0
Infrastructure - other	59,366	0	0	(59,366)	0	0	0	0	0	0	0	0
	512,416	8,047	494	(504,863)	120,700	114,300	1,700	(8,100)	222,870	228,725	21,022	(15,167)

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
Buildings - specialised				
Community amenities				
Waste site recycling shed*	131,244	0	0	(131,244)
Transport				
Depot office and truck shed*	211,221	0	0	(211,221)
Depot small plant shed*	3,663	0	0	(3,663)
Other property and services				
Records storage facility*	6,654	0	0	(6,654)
	352,782	0	0	(352,782)
Furniture and equipment				
Recreation and culture				
Library sofas	8,531	0	0	(8,531)
	8,531	0	0	(8,531)
Plant and equipment				
Law, order, public safety				
CCTV cameras (Shire office)	1,581	0	0	(1,581)
CCTV cameras (Memorial Park)	1,581	0	0	(1,581)
Community Amenities				
1985 Yale forklift (Landfill site)	4,253	4,747	494	0
2021 Heli 1.8t forklift (Landfill site)*	15,567	0	0	(15,567)
Generator 11KVA (Landfill site)*	3,260	0	0	(3,260)
Orwak 9020 four chamber baler*	4,304	0	0	(4,304)
Recreation and culture				
2011 Ferris ride on mower	3,813	3,300	0	(513)
2018 Mitsubishi Triton ute*	14,676	0	0	(14,676)
2021 Ford Ranger ute*	23,736	0	0	(23,736)
Transport				
Hydraulic line marker*	2,539	0	0	(2,539)
Services cable locator*	182	0	0	(182)
Depot waste oil tank & pump*	6,078	0	0	(6,078)
	81,570	8,047	494	(74,017)
Infrastructure - parks and ovals				
Recreation and culture				
Bridgetown skate park seating	567	0	0	(567)
Bridgetown skate park basketball hoop	1,400	0	0	(1,400)
Memorial Park climbing net	8,200	0	0	(8,200)
	10,167	0	0	(10,167)
Infrastructure - other				
Community amenities				
Waste site fencing*	33,092	0	0	(33,092)
Waste site rain water tank*	2,931	0	0	(2,931)
Transport				
Depot fencing*	19,855	0	0	(19,855)
Depot drum shelter*	1,538	0	0	(1,538)
Depot rain water tank*	1,950	0	0	(1,950)
	59,366	0	0	(59,366)
	512,416	8,047	494	(504,863)

* Disposal due to total loss of assets during bushfire event in February 2022.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between scheduled revaluation dates of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next revaluation date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Shire.

At the end of each period the carrying amount for each asset class is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Revaluation (continued)

For property, plant and equipment and infrastructure, increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

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

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within depreciation in the Statement of Comprehensive Income and in Note 10(a).

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

11. LEASES

(a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

	Note	Right-of-use assets - furniture and equipment \$	Right-of-use assets - plant and equipment \$	Right-of-use assets Total \$
Balance at 1 July 2020		130,141	5,342	135,483
Additions		0	7,186	7,186
Gains/(losses) from sale and leaseback transactions		0	(776)	(776)
Depreciation		(35,103)	(4,566)	(39,669)
Balance at 30 June 2021		95,038	7,186	102,224
Additions		0	15,754	15,754
Depreciation	10(a)	(35,103)	(7,892)	(42,995)
Balance at 30 June 2022		59,935	15,048	74,983

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

		2022 Actual \$	2021 Actual \$
Depreciation on right-of-use assets	10(a)	(42,995)	(39,669)
Interest expense on lease liabilities	27(d)	(2,906)	(4,143)
Gains/(losses) from sale and leaseback transactions		0	(776)
Total amount recognised in the statement of comprehensive income		(45,901)	(44,588)
Total cash outflow from leases		(45,437)	(42,834)

(b) Lease Liabilities

Current		42,577	40,354
Non-current		34,792	63,792
	27(d)	77,369	104,146

Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 27(d).

Right-of-use assets - valuation measurement

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

11. LEASES (Continued)

(c) Lessor - Property, Plant and Equipment Subject to Lease

The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.

Less than 1 year

1 to 2 years

2 to 3 years

3 to 4 years

4 to 5 years

2022 Actual	2021 Actual
\$	\$
5,210	20,170
3,850	6,570
3,850	3,850
3,850	3,850
0	3,850
16,760	38,290
14,784	21,376

Amounts recognised in profit or loss for Property, Plant and Equipment Subject to Lease

Rental income

The Shire leases the mezzanine level of the Bridgetown Leisure Centre and Lot 55 Rose Street (vacant land) to external parties with rentals payable monthly. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets.

The Shire also leases houses to staff with rentals payable fortnightly. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets. The staff houses are not considered investment property as they are leased for use in the supply of services to the community.

SIGNIFICANT ACCOUNTING POLICIES

The Shire as Lessor

Upon entering into each contract as a lessor, the Shire assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (eg legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the Shire applies AASB 15 to allocate the consideration under the contract to each component.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

12. TRADE AND OTHER PAYABLES

Current

Sundry creditors
Prepaid rates
Accrued payroll liabilities
ATO liabilities
Retentions, works/hire bonds and deposits
Accrued interest on long term borrowings

2022	2021
\$	\$
742,209	684,318
98,015	72,581
18,434	0
3,773	0
256,172	175,578
199	227
1,118,802	932,704

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services.

The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

13. OTHER LIABILITIES

Current

Contract liabilities
Capital grant/contributions liabilities
Income received in advance

Reconciliation of changes in contract liabilities

Opening balance
Additions
Revenue from contracts with customers included as a contract liability at the start of the period

The Shire expects to satisfy the performance obligations from contracts with customers unsatisfied at the end of the reporting period to be satisfied within the next 12 months.

Reconciliation of changes in capital grant/contribution liabilities

Opening balance
Additions
Revenue from capital grant/contributions held as a liability at the start of the period

2022	2021
\$	\$
145,640	111,059
1,349,155	1,682,453
1,122	0
1,495,917	1,793,512
111,059	244,967
145,640	111,059
(111,059)	(244,967)
145,640	111,059
1,682,453	835,681
1,349,155	1,682,453
(1,682,453)	(835,681)
1,349,155	1,682,453

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the Shire's obligation to transfer goods or services to a customer for which the Shire has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Capital grant/contribution liabilities

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as revenue when the obligations in the contract are satisfied.

Non-current capital grant/contribution liabilities fair values are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

14. BORROWINGS

	Note	2022			2021		
		Current	Non-current	Total	Current	Non-current	Total
Secured		\$	\$	\$	\$	\$	\$
Debentures		160,317	1,520,412	1,680,729	181,402	1,680,729	1,862,131
Total secured borrowings	27(a)	160,317	1,520,412	1,680,729	181,402	1,680,729	1,862,131

Secured liabilities and assets pledged as security

Debentures are secured by a floating charge over the assets of the Shire of Bridgetown-Greenbushes.

SIGNIFICANT ACCOUNTING POLICIES

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 21.

Details of individual borrowings required by regulations are provided at Note 27(a).

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

15. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

Current provisions

Employee benefit provisions

Annual Leave

Long Service Leave

Non-current provisions

Long Service Leave

	2022	2021
	\$	\$
Annual Leave	394,442	317,307
Long Service Leave	412,253	445,212
	806,695	762,519
Long Service Leave	59,816	53,711
	59,816	53,711
	866,511	816,230

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

Amounts are expected to be settled on the following basis:

Less than 12 months after the reporting date

More than 12 months from reporting date

Note	2022	2021
	\$	\$
Less than 12 months after the reporting date	389,487	318,446
More than 12 months from reporting date	477,024	497,784
	866,511	816,230

Expected reimbursements of employee related provisions from other WA local governments included within other receivables

5

46,751

0

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

16. REVALUATION SURPLUS

	2022 Opening Balance	2022 Revaluation (Decrement)	Total Movement on Revaluation	2022 Closing Balance	2021 Opening Balance	2021 Revaluation Increment	2021 Closing Balance
	\$	\$	\$	\$	\$	\$	\$
Land and buildings	18,402,091	(40,260)	(40,260)	18,361,831	18,402,091	0	18,402,091
Furniture and equipment	112,984	0	0	112,984	112,984	0	112,984
Plant and equipment	313,272	0	0	313,272	313,272	0	313,272
Infrastructure - roads	63,326,586	0	0	63,326,586	63,326,586	0	63,326,586
Infrastructure - footpaths	1,166,620	0	0	1,166,620	1,166,620	0	1,166,620
Infrastructure - drainage	2,556,333	0	0	2,556,333	2,556,333	0	2,556,333
Infrastructure - parks & ovals	760,959	0	0	760,959	760,959	0	760,959
Infrastructure - bridges	73,684	0	0	73,684	73,684	0	73,684
Infrastructure - other	472,516	0	0	472,516	472,516	0	472,516
	87,185,045	(40,260)	(40,260)	87,144,785	87,185,045	0	87,185,045

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

The revaluation decrement of \$40,260 in the 2022 financial year relates to the impairment loss for specialised buildings damaged during the bushfire event in February 2022.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

17. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	9,564,983	3,919,153	9,065,586

Restrictions

The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Cash and cash equivalents	3	5,967,354	3,128,695	5,538,938
		5,967,354	3,128,695	5,538,938

The restricted financial assets are a result of the following specific purposes to which the assets may be used:

Restricted reserve accounts (excluding unspent grants, subsidies, contributions and loans)	28	3,793,752	3,072,440	3,171,092
Retentions, works/hire bonds and deposits	12	256,172	0	175,578
Contract liabilities from contracts with customers	13	145,640	0	111,059
Grants for transfers for recognisable non financial assets	13	1,349,155	0	1,682,453
Unspent grants, subsidies and contributions	28	299,635	56,255	86,256
Unspent loans	27(c) & 28	123,000	0	312,500

Total restricted financial assets

		5,967,354	3,128,695	5,538,938
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**(b) Reconciliation of Net Result to Net Cash Provided
By Operating Activities**

Net result		597,328	2,029,521	40,863
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Non-cash items:

Adjustments to fair value of financial assets at fair value through profit and loss		(3,997)	0	(2,586)
Depreciation/amortisation	10(a)	3,555,494	3,618,588	3,665,114
(Profit)/loss on sale of asset		504,369	6,400	(5,855)
Loss from sale and leaseback transactions		0	0	776

Changes in assets and liabilities:

(Increase)/decrease in trade and other receivables		(273,117)	29,522	19,996
(Increase)/decrease in other assets		(158,347)	85,119	(29,517)
(Increase)/decrease in inventories		(3,070)	5,000	(25,359)
Increase/(decrease) in trade and other payables		186,098	(302,415)	230,408
Increase/(decrease) in employee related provisions		50,281	0	(48,008)
Increase/(decrease) in other liabilities		(297,595)	(112,742)	711,984
Non-operating grants, subsidies and contributions		(2,275,597)	(6,166,530)	(2,843,831)
Net cash provided by/(used in) operating activities		1,881,847	(807,537)	1,713,985

SHIRE OF BRIDGETOWN-GREENBUSHES
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2022

17. NOTES TO THE STATEMENT OF CASH FLOWS

	Note	2022 Actual	2021 Actual
(c) Undrawn Borrowing Facilities			
Credit Standby Arrangements		\$	\$
Bank overdraft limit		0	0
Bank overdraft at balance date		0	0
Credit card limit		10,000	10,000
Credit card balance at balance date		(849)	(2,308)
Total amount of credit unused		9,151	7,692
 Loan facilities			
Loan facilities - current		160,317	181,402
Loan facilities - non-current		1,520,412	1,680,729
Total facilities in use at balance date		1,680,729	1,862,131
 Unused loan facilities at balance date		123,000	312,500

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

18. CONTINGENT LIABILITIES

In compliance with the Contaminated Sites Act 2003 Section 11, the Shire has listed sites to be possible sources of contamination. Details of those sites are:

Lot 55, 504 & 505 Spencer Street, Bridgetown - Railway reserve (Bridgetown Railway Station/Goods shed/Carpark and Town Square)
 Spencer Street, Bridgetown - Portion of road reserve
 Lot 895, 13098 & 11998 Les Woodhead Avenue, Bridgetown - Vacant land
 Lot 900 Les Woodhead Avenue, Bridgetown - Depot site
 Lot 903 Recycle Road, Bridgetown - Waste site
 Lot 12846 Nolle Road, Catterick - Vacant land
 Lots 600 - 603 Blackwood Road, Greenbushes - Vacant land
 Lot 908 Tweed Road, Sunnyside - Sunnyside recreation area
 Lot 123212 Donnelly Mill Road, Yornup - Vacant land

Until the Shire conducts an investigation to determine the presence and scope of contamination, assess the risk, and agree with the Department of Water and Environmental Regulation on the need and criteria for remediation of a risk based approach, the Shire is unable to estimate the potential costs associated with remediation of these sites. This approach is consistent with the Department of Water and Environmental Regulation Guidelines.

19. CAPITAL COMMITMENTS

	2022	2021
	\$	\$
Contracted for:		
Capital expenditure projects		
- Land purchases	7,877	0
- Building works	594,984	110,837
- Plant and equipment purchases	40,869	0
- Road construction works	204,951	0
- Parks and reserve works	73,855	330,893
- Other infrastructure works	0	2,000
	922,536	443,730
Payable:		
- not later than one year	922,536	443,730

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration

Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Councillor Mountford			
President's annual allowance	1,435	8,611	7,750
Meeting attendance fees	8,898	10,333	9,300
Annual allowance for ICT expenses	2,087	2,087	1,878
	12,420	21,031	18,928
Councillor Mahoney			
Deputy President's annual allowance	1,511	2,153	1,938
Meeting attendance fees	6,088	8,611	7,750
Annual allowance for ICT expenses	1,475	2,087	1,878
	9,074	12,851	11,566
Councillor Boyle			
Meeting attendance fees	8,611	8,611	7,750
Annual allowance for ICT expenses	2,087	2,087	1,878
	10,698	10,698	9,628
Councillor Pratico			
Meeting attendance fees	8,611	8,611	7,750
Annual allowance for ICT expenses	2,087	2,087	1,878
	10,698	10,698	9,628
Councillor Quinby			
Meeting attendance fees	8,611	8,611	7,750
Annual allowance for ICT expenses	2,087	2,087	1,878
	10,698	10,698	9,628
Councillor Rose			
Meeting attendance fees	6,088	8,611	7,750
Annual allowance for ICT expenses	1,475	2,087	1,878
	7,563	10,698	9,628
Councillor Lansdell			
Meeting attendance fees	6,088	8,611	7,750
Annual allowance for ICT expenses	1,475	2,087	1,878
	7,563	10,698	9,628
Retired Councillor Moore			
Meeting attendance fees	2,523	8,611	7,750
Annual allowance for ICT expenses	612	2,087	1,878
	3,135	10,698	9,628
Retired Councillor Wilson			
Meeting attendance fees	2,523	8,611	7,750
Annual allowance for ICT expenses	612	2,087	1,878
	3,135	10,698	9,628
Retired Councillor Bookless			
President's annual allowance	4,511	0	0
Meeting attendance fees	7,982	0	0
Annual allowance for ICT expenses	1,716	0	0
	14,209	0	0
Retired Councillor Nicholas			
President's annual allowance	2,523	0	0
Meeting attendance fees	3,028	0	0
Annual allowance for ICT expenses	611	0	0
	6,162	0	0
Retired Councillor Johnson			
Deputy President's annual allowance	642	0	0
Meeting attendance fees	6,961	0	0
Annual allowance for ICT expenses	1,687	0	0
	9,290	0	0
	104,645	108,768	97,890

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. RELATED PARTY TRANSACTIONS (Continued)

(a) Elected Member Remuneration (Continued)

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Fees, expenses and allowances to be paid or reimbursed to elected council members.				
President's annual allowance		8,469	8,611	7,750
Deputy President's annual allowance		2,153	2,153	1,938
Meeting attendance fees		76,012	79,221	71,300
Annual allowance for ICT expenses		18,011	18,783	16,902
	20(b)	104,645	108,768	97,890

(b) Key Management Personnel (KMP) Compensation

		2022 Actual \$	2021 Actual \$
The total of compensation paid to KMP of the Shire during the year are as follows:			
Short-term employee benefits		497,007	588,404
Post-employment benefits		56,970	63,149
Employee - other long-term benefits		52,600	59,457
Council member costs	20(a)	104,645	97,890
		711,222	808,900

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

Other long-term benefits

These amounts represent annual leave and long service leave entitlements accruing during the year.

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

(c) Transactions with related parties

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	2022 Actual \$	2021 Actual \$
Sale of goods and services	50,055	29,775

(d) Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any council member, are considered key management personnel.

ii. Other Related Parties

An associate person of KMP was employed by the Shire under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Shire.

iii. Entities subject to significant influence by the Shire

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FINANCIAL RISK MANAGEMENT

This note explains the Shire's exposure to financial risks and how these risks could affect the Shire's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rates	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Shire's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Shire to cash flow interest rate risk.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Shire to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2022					
Cash and cash equivalents	1.19%	9,564,983	9,346,340	216,793	1,850
2021					
Cash and cash equivalents	0.12%	9,065,586	7,572,821	1,490,815	1,950

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2022	2021
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	95,650	90,656

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 27(a).

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The Shire's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The Shire is able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2021 or 1 July 2022 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

No expected credit loss was forecast on 30 June 2021 and 30 June 2022 for rates receivable as penalty interest applies to unpaid rates and properties associated with unpaid rates may be disposed of to recover unpaid rates. The assessment undertaken considered the potential impacts of COVID-19 on payment of rates.

The expected credit loss assessment below does not include GST receivables, receivables for employee related provisions and accrued interest on investments.

The loss allowance as at 30 June 2022 and 30 June 2021 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
30 June 2022					
Trade and other receivables					
Expected credit loss	0.10%	0.12%	1.09%	6.13%	
Gross carrying amount	477,582	302	460	1,469	479,813
Loss allowance	484	0	5	90	579
30 June 2021					
Trade and other receivables					
Expected credit loss	0.09%	0.23%	0.40%	0.74%	
Gross carrying amount	207,139	2,174	34,682	32,069	276,064
Loss allowance	177	5	139	236	557

The loss allowances calculated as at 30 June 2022 and 30 June 2021 are immaterial and were not recognised in the accounts.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk (Continued)

Trade and Other Receivables (Continued)

The loss allowances for trade receivables and contract assets as at 30 June reconcile to the opening loss allowances as follows:

Trade receivables and contract assets are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the Shire, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on trade receivables and contract assets are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

Contract Assets

The Shire's contract assets represent work completed, which have not been invoiced at year end. This is due to the Shire not having met all the performance obligations in the contract which give an unconditional right to receive consideration. The Shire applies the simplified approach to measure expected credit losses which uses a lifetime expected loss allowance for all contract assets. To measure the expected credit losses, contract assets have been grouped based on shared credit risk characteristics and the days past due. Contract assets have substantially the same risk characteristics as the trade receivables for the same types of contracts. The Shire has therefore concluded that the expected loss rates for trade receivables are a reasonable approximation of the loss rates for the contract assets.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended if required.

The contractual undiscounted cash flows of the Shire's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
2022					
Trade and other payables	1,118,802	0	0	1,118,802	1,118,802
Borrowings	217,009	701,998	1,160,821	2,079,828	1,680,729
Contract liabilities	145,640	0	0	145,640	145,640
Capital grant/contributions liabilities	1,349,155	0	0	1,349,155	1,349,155
Lease liabilities	44,189	35,126	0	79,315	77,369
	2,874,795	737,124	1,160,821	4,772,740	4,371,695
2021					
Trade and other payables	932,704	0	0	932,704	932,704
Borrowings	243,472	748,732	1,331,096	2,323,300	1,862,131
Contract liabilities	111,059	0	0	111,059	111,059
Capital grant/contributions liabilities	1,682,453	0	0	1,682,453	1,682,453
Lease liabilities	43,235	65,668	0	108,903	104,146
	3,012,923	814,400	1,331,096	5,158,419	4,692,493

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

22. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

There were no events occurring after the reporting date that impact on the financial statements.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

23. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets

In accordance with Australian Accounting Standards the Shire's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regularity to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

k) Initial application of accounting standards

During the current year, no new or revised Australian Accounting Standards and Interpretations were compiled, became mandatory and were applicable to its operations.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-7 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

It is not expected these standards will have an impact on the financial report.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

24. FUNCTION AND ACTIVITY

(a) Service objectives and descriptions

Shire operations as disclosed in this financial report encompass the following service orientated functions and activities.

Objective	Description
Governance To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of the council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services. Development of policies, strategic planning and long term financial plans.
General purpose funding To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
Law, order, public safety To provide services to help ensure a safer community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
Health To provide an operational framework for good community health.	Food quality, pest control, and support the operation of child health clinics.
Education and welfare To support disadvantaged persons, the elderly, children and youth.	Support with the provision of day care and pre-school facilities; assistance to playgroups, retirement villages, services for senior citizens and youth, and other voluntary services.
Housing Help ensure adequate housing.	Maintenance of staff and rental housing.
Community amenities Provide services required by the community.	Rubbish collection services, operation of refuse sites, environmental protection, administration of the town planning scheme, development of land, maintenance of cemeteries, maintenance and operation of public conveniences and storm water drainage maintenance.
Recreation and culture To establish and manage efficiently infrastructure and resources which will help the social well being of the community.	Maintenance of halls, the leisure centre and various reserves; operation of library, heritage facilities and cultural activities.
Transport To provide effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, depot maintenance and parking control.
Economic services To help promote the Shire and improve its economic wellbeing.	The regulation and provision of tourism, area promotion, economic development, building control, (agricultural) noxious weeds management and water standpipes.
Other property and services Identification of expenses not included in programs above and for the pooling of costs that have been reallocated to the programs above.	Private works, plant repairs and operation costs, department activities and directorate costs.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

24. FUNCTION AND ACTIVITY (Continued)

(b) Income and expenses

Income excluding grants, subsidies and contributions

	2022 Actual \$	2022 Budget \$	2021 Actual \$
Governance	1,359	1,169	16,474
General purpose funding	5,018,447	5,022,868	4,812,877
Law, order, public safety	77,019	103,564	40,028
Health	10,751	14,100	100
Education and welfare	826	710	553
Housing	15,520	34,580	22,144
Community amenities	1,205,095	1,100,054	1,066,457
Recreation and culture	311,789	281,257	265,788
Transport	9,073	16,600	32,045
Economic services	140,092	114,429	129,843
Other property and services	248,593	186,551	329,575
	7,038,564	6,875,882	6,715,884

Grants, subsidies and contributions

General purpose funding	2,271,719	804,891	1,915,016
Law, order, public safety	520,418	1,055,359	577,510
Education and welfare	0	5,000	0
Community amenities	16,800	11,364	0
Recreation and culture	1,126,869	2,871,001	627,871
Transport	1,613,073	3,159,993	1,588,385
Economic services	0	135,000	35,000
	5,548,879	8,042,608	4,743,782

Total Income

	12,587,443	14,918,490	11,459,666
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Expenses

Governance	(1,113,655)	(1,235,956)	(1,032,364)
General purpose funding	(111,881)	(123,588)	(112,935)
Law, order, public safety	(1,089,197)	(1,160,888)	(1,110,031)
Health	(154,349)	(158,989)	(91,733)
Education and welfare	(172,585)	(213,915)	(172,124)
Housing	(57,114)	(34,580)	(22,632)
Community amenities	(1,938,091)	(1,937,307)	(1,684,856)
Recreation and culture	(2,510,326)	(3,286,951)	(2,584,563)
Transport	(3,977,220)	(3,855,081)	(3,658,552)
Economic services	(647,091)	(731,326)	(705,323)
Other property and services	(218,606)	(150,388)	(243,690)

Total expenses

	(11,990,115)	(12,888,969)	(11,418,803)
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Net result for the period

	597,328	2,029,521	40,863
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SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

24. FUNCTION AND ACTIVITY (Continued)

(c) Fees and Charges

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Governance	175	269	115
General purpose funding	103,604	57,800	70,600
Law, order, public safety	44,781	36,050	39,709
Health	10,751	14,100	100
Education and welfare	10	10	10
Housing	14,784	33,800	21,376
Community amenities	1,204,601	1,099,354	1,062,452
Recreation and culture	281,699	253,883	244,610
Transport	6,873	5,600	5,017
Economic services	139,154	114,144	129,446
Other property and services	75,060	66,850	67,367
	1,881,492	1,681,860	1,640,802

(d) Total Assets

	2022	2021
	\$	\$
Governance	15,600	17,312
General purpose funding	16,313	8,778
Law, order, public safety	3,693,543	3,911,681
Health	2,503	1,230
Education and welfare	646,323	663,630
Housing	680,406	699,840
Community amenities	6,043,064	6,323,885
Recreation and culture	28,102,162	26,847,641
Transport	155,091,927	155,779,761
Economic services	888,932	918,262
Other property and services	14,754,943	14,523,366
Unallocated	424,232	376,889
	210,359,948	210,072,275

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION

(a) General Rates

RATE TYPE		Rate in	Number of	2021/22 Actual Rateable Value *	2021/22 Actual Rate Revenue	2021/22 Actual Interim Rates	2021/22 Actual Back Rates	2021/22 Actual Total Revenue	2021/22 Budget Rate Revenue	2021/22 Budget Interim Rate	2021/22 Budget Back Rate	2021/22 Budget Total Revenue	2020/21 Actual Total Revenue
Rate Description	Basis of valuation	\$	Properties	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Shire	Gross rental valuation	0.090527	1,791	28,735,216	2,601,313	(37,659)	228	2,563,882	2,601,313	10,000	1,000	2,612,313	2,469,819
Shire rural	Unimproved valuation	0.006469	467	184,439,000	1,193,136	120	(191)	1,193,065	1,193,136	0	0	1,193,136	1,162,863
Mining	Unimproved valuation	0.072868	16	1,046,965	76,290	1,370	216	77,876	76,290	0	0	76,290	73,033
Sub-Total			2,274	214,221,181	3,870,739	(36,169)	253	3,834,823	3,870,739	10,000	1,000	3,881,739	3,705,715
Minimum payment													
		\$											
Shire	Gross rental valuation	980	692	3,750,078	678,160	(2,207)	36	675,989	678,160	0	0	678,160	681,748
Shire rural	Unimproved valuation	1,215	267	35,227,420	324,405	2,919	922	328,246	324,405	0	0	324,405	291,888
Mining	Unimproved valuation	517	15	33,990	7,755	2,640	107	10,502	7,755	0	0	7,755	6,908
Sub-Total			974	39,011,488	1,010,320	3,352	1,065	1,014,737	1,010,320	0	0	1,010,320	980,544
			3,248	253,232,669	4,881,059	(32,817)	1,318	4,849,560	4,881,059	10,000	1,000	4,892,059	4,686,259
Concessions on general rates (Refer note 25(b))								(670)				(791)	(9,434)
Total amount raised from general rates								4,848,890				4,891,268	4,676,825

* Rateable value is based on the value of properties at the time the rate is raised.

The entire balance of rates revenue has been recognised at a point in time in accordance with AASB 1058 *Income for not-for-profit entities*.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION (Continued)

(b) Discounts, Incentives, Concessions, & Write-offs

Rates Discounts

While Council does not provide a discount for early payment of rates, it did offer the following prize for the early payment of rates in full by the due date of 24 September 2021:

- 1st Prize - \$400 Community Cash Vouchers (Provided by the Shire of Bridgetown-Greenbushes)
- 2nd Prize - \$200 Community Cash Vouchers (Provided by the Shire of Bridgetown-Greenbushes)

Waivers or Concessions

**Rate or Fee and
Charge to which
the Waiver or
Concession is Granted**

	Type	Waiver/ Concession	Discount %	Discount \$	2022 Actual \$	2022 Budget \$	2021 Actual \$
UV Rural rate	Rate	Concession	5.00%		670	791	1,412
UV Rural rate	Rate	Concession		Various	0	0	8,022
Landfill Site Maintenance (WARR Act Rate)	Fee and charge	Concession	100.00%		11,220	14,960	14,773
Hall Hire	Fee and charge	Waiver		Various	879	3,500	1,852
Leisure Centre Entry Fees	Fee and charge	Waiver		Various	704	0	0
Rates	Rate	Write-off		Various	98	100	114
Sundry Debtors	Fee and charge	Write-off		Various	0	0	74
					13,571	19,351	26,247
					13,571	19,351	26,247

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION (Continued)

(b) Discounts, Incentives, Concessions, & Write-offs (Continued)

Rate or Fee and Charge to which the Waiver or Concession is Granted	Circumstances in which the Waiver or Concession is Granted and to whom it was available	Objects of the Waiver or Concession	Reasons for the Waiver or Concession
UV Rural rate - 5% Concession	Properties previously rated in the 'UV Urban Farmland' differential rating category	Recognises the higher values applied to properties within the townsite as opposed to land outside of the townsite	Council ceased the 'UV Urban Farmland' farmland differential rating category. The properties previously rated in the category were previously rated with a 15% reduction in the rate in the dollar compared to 'UV Rural' rated properties. Council now applies a concession to these properties that will be reduced by 5% in each subsequent rating year.
UV Rural rate - Various Concessions	UV rated properties that would have received an increase in rates in 2020/21 as a result of annual revaluation.	To ensure no property owner paid higher rates in 2020/21 compared to 2019/20 due to annual revaluations.	As part of Council's response to the COVID-19 pandemic a nil rate increase was to apply for 2020/21. A concession was applied in 2020/21 to each property that would have received a rate increase as a result of a greater than the average increase in valuation (as included in the annual UV property revaluation roll) to ensure the same level of rating occurred as in 2019/20.
Landfill Site Maintenance (WARR Act Rate)	Owners of multiple vacant properties	Recognises that owners of multiple vacant properties would generate less landfill requirements than if the land was developed.	In recognition of reduced landfill usage by owners of multiple vacant properties, where more than one assessment is held in identical name or names, no more than one charge will apply, except in the following situations: (i) A habitable dwelling house or commercial rented premises is situated on the additional property; or (ii) The additional properties are separated by more than 10 kilometres as measured cadastrally on an appropriate map.
Hall Hire	Community groups/organisations	Support Community groups/ organisations	Council considers that support of these groups affords an overall benefit to the community.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION (Continued)

(c) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge	Instalment Plan Interest Rate	Unpaid Rates Interest Rates
		\$	%	%
Option One				
Single full payment	24/09/2021	0.00	0.00%	7.00%
Option Three				
First instalment	24/09/2021	0.00	3.00%	7.00%
Second instalment	24/11/2021	8.50	3.00%	7.00%
Third instalment	24/01/2022	8.50	3.00%	7.00%
Fourth instalment	24/03/2022	8.50	3.00%	7.00%

In response to the COVID-19 pandemic Council has adopted Policy F.24 - COVID-19 Financial Hardship. Under that policy and in line with Local Government (COVID-19 Response) Order 2020, excluded persons were not charged the above interest on instalments or overdue rates.

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Interest on unpaid rates	20,663	19,800	22,921
Interest on instalment plan	8,020	9,000	8,607
Charges on instalment plan	20,074	23,800	0
	48,757	52,600	31,528

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

26. RATE SETTING STATEMENT INFORMATION

		2021/22 (30 June 2022 Carried Forward) \$	2021/22 Budget (30 June 2022 Carried Forward) \$	2020/21 (30 June 2021 Carried Forward) \$
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
Less: Profit on asset disposals	10(d)	(494)	(1,700)	(21,022)
Less: Movement in liabilities associated with restricted cash		596	0	(1,079,805)
Less: Fair value adjustments to financial assets at fair value through profit and loss		(3,997)	0	(2,586)
Add: Loss on disposal of assets	10(d)	504,863	8,100	15,167
Add: Loss from sale and leaseback transactions		0	0	776
Add: Depreciation	10(a)	3,555,494	3,618,588	3,665,114
Non-cash movements in non-current assets and liabilities:				
Pensioner deferred rates		(4,677)	0	(3,742)
Employee benefit provisions		6,105	0	(4,083)
Non-cash amounts excluded from operating activities		4,057,890	3,624,988	2,569,819
(b) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
Less: Reserve accounts	28	(4,216,387)	(3,128,695)	(3,569,848)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	14	160,317	160,317	181,402
- Current portion of lease liabilities	11(b)	42,577	42,235	40,354
- Current portion of employee benefit provisions held in reserve	28	186,519	186,804	185,923
Total adjustments to net current assets		(3,826,974)	(2,739,339)	(3,162,169)
Net current assets used in the Rate Setting Statement				
Total current assets		10,535,111	4,331,491	9,605,857
Less: Total current liabilities		(3,624,308)	(1,592,152)	(3,710,491)
Less: Total adjustments to net current assets		(3,826,974)	(2,739,339)	(3,162,169)
Net current assets used in the Rate Setting Statement		3,083,829	0	2,733,197

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

27. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Purpose	Note	Actual								Budget			
		Principal				Principal				Principal			
		Principal at 1 July 2020	New Loans During 2020-21	Repayments During 2020-21	Principal at 30 June 2021	New Loans During 2021-22	Repayments During 2021-22	Principal at 30 June 2022		Principal at 1 July 2021	New Loans During 2021-22	Repayments During 2021-22	Principal at 30 June 2022
		\$	\$	\$	\$	\$	\$	\$		\$	\$	\$	\$
Landfill Site (Track Loader)		50,302	0	(24,637)	25,665	0	(25,665)	0		25,665	0	(25,665)	0
Landfill Site New Cell		104,585	0	(104,585)	0	0	0	0		0	0	0	0
Liquid and Inert Waste Sites		73,943	0	(23,983)	49,960	0	(24,641)	25,319		49,961	0	(24,642)	25,319
Landfill Cell Extension		80,636	0	(19,677)	60,959	0	(19,995)	40,964		60,959	0	(19,994)	40,965
Liquid Waste Facility		90,855	0	(9,325)	81,530	0	(9,509)	72,021		81,529	0	(9,509)	72,020
Bridgetown Swimming Pool		1,401,069	0	(69,552)	1,331,517	0	(72,390)	1,259,127		1,331,517	0	(72,390)	1,259,127
Youth Precinct Redevelopment		0	189,500	0	189,500	0	(17,708)	171,792		189,500	0	(17,708)	171,792
Bridgetown Civic Centre Revitalisation		0	123,000	0	123,000	0	(11,494)	111,506		123,000	0	(11,494)	111,506
Total		1,801,390	312,500	(251,759)	1,862,131	0	(181,402)	1,680,729		1,862,131	0	(181,402)	1,680,729
Self Supporting Loans													
Bridgetown Bowling Club		8,976	0	(8,976)	0	0	0	0		0	0	0	0
Total Self Supporting Loans		8,976	0	(8,976)	0	0	0	0		0	0	0	0
Total Borrowings	14	1,810,366	312,500	(260,735)	1,862,131	0	(181,402)	1,680,729		1,862,131	0	(181,402)	1,680,729

Self supporting loans are financed by payments from third parties. These are shown in Note 4 as other financial assets at amortised cost.
All other loan repayments were financed by general purpose revenue.

Borrowing Interest Repayments

Purpose	Note	Function and activity	Loan Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021
						\$	\$	\$
Landfill Site (Track Loader)		Community amenities	108	WATC*	4.13%	(792)	(798)	(1,821)
Landfill Site New Cell		Community amenities	113	WATC*	2.28%	0	0	(1,786)
Liquid and Inert Waste Sites		Community amenities	114	WATC*	2.73%	(1,193)	(1,197)	(1,852)
Landfill Cell Extension		Community amenities	115	WATC*	1.61%	(896)	(901)	(1,214)
Liquid Waste Facility		Community amenities	116	WATC*	1.96%	(1,549)	(1,552)	(1,732)
Bridgetown Swimming Pool		Recreation and culture	112	WATC*	4.04%	(53,061)	(53,069)	(55,900)
Youth Precinct Redevelopment		Recreation and culture	117	WATC*	1.49%	(2,759)	(2,761)	(15)
Bridgetown Civic Centre Revitalisation		Recreation and culture	118	WATC*	1.49%	(1,791)	(1,792)	(10)
Total						(62,041)	(62,070)	(64,330)
Self Supporting Loans Interest Repayments								
Bridgetown Bowling Club		Recreation and culture	110	WATC*	3.73%	0	0	(251)
Total Self Supporting Loans Interest Repayments						0	0	(251)
Total Interest Repayments	2(b)					(62,041)	(62,070)	(64,581)

* WA Treasury Corporation

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

27. BORROWING AND LEASE LIABILITIES (Continued)

(b) New Borrowings - 2021/22

The Shire did not undertake any new borrowings for the year ended 30th June 2022.

(c) Unspent Borrowings

Particulars	Institution	Date Borrowed	Unspent Balance 1 July 2021	Borrowed During Year	Expended During Year	Unspent Balance 30 June 2022
			\$	\$	\$	\$
Youth Precinct Redevelopment	WATC*	29/06/2021	189,500	0	(189,500)	0
Bridgetown Civic Centre Revitalisation	WATC*	29/06/2021	123,000	0	0	123,000
			312,500	0	(189,500)	123,000

* WA Treasury Corporation

(d) Lease Liabilities

Purpose	Note	Actual							Budget			
		Principal at 1 July 2020	New Leases During 2020-21	Principal Repayments During 2020-21	Principal at 30 June 2021	New Leases During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	Principal at 1 July 2021	New Leases During 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Gym Equipment		95,161	0	(24,211)	70,950	0	(25,045)	45,905	70,950	0	(25,045)	45,905
2015 Toyota Landcruiser (CESM)		5,322	0	(5,322)	0	0	0	0	0	0	0	0
2015 Toyota Landcruiser (CESM)		0	7,186	0	7,186	0	(5,745)	1,441	764	5,725	(5,529)	960
Photocopiers and Printers		35,168	0	(9,158)	26,010	0	(9,565)	16,445	26,010	0	(9,565)	16,445
2022 Hyundai Kona (EHO)		0	0	0	0	15,754	(2,176)	13,578	0	16,146	(4,456)	11,690
Total Lease Liabilities	11(b)	135,651	7,186	(38,691)	104,146	15,754	(42,531)	77,369	97,724	21,871	(44,595)	75,000

Lease Interest Repayments

Purpose	Note	Function and activity	Lease Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021	Lease Term
						\$	\$	\$	
Gym Equipment		Recreation and culture	003	Vestone	3.45%	(1,946)	(1,946)	(2,780)	48 mths
2015 Toyota Landcruiser (CESM)		Other property and services	001	Custom Service Leasing	1.11%	0	0	(48)	24 mths
2015 Toyota Landcruiser (CESM)		Other property and services	001.1	Custom Service Leasing	0.60%	(27)	(45)	0	15 mths
Photocopiers and Printers		Other property and services	002	Maia Financial Pty Ltd	4.45%	(908)	(908)	(1,315)	48 mths
2022 Hyundai Kona (EHO)		Other property and services	004	SG Fleet	0.40%	(25)	(70)	0	36 mths
Total Interest Repayments	2(b)					(2,906)	(2,969)	(4,143)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

28. RESERVE ACCOUNTS

	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by legislation/agreement												
(a) Subdivision Reserve	234,079	751	(18,995)	215,835	234,079	11,109	(9,351)	235,837	250,238	8,127	(24,286)	234,079
(b) Car Park Reserve	967	4	0	971	968	5	0	973	963	4	0	967
(c) Unspent Grants and Loans Reserve	398,756	240,000	(216,121)	422,635	398,755	0	(342,500)	56,255	1,080,648	312,500	(994,392)	398,756
	633,802	240,755	(235,116)	639,441	633,802	11,114	(351,851)	293,065	1,331,849	320,631	(1,018,678)	633,802
Restricted by council												
(d) Leave Reserve	185,923	596	0	186,519	185,923	881	0	186,804	185,080	843	0	185,923
(e) Plant Reserve	487,150	294,562	(40,000)	741,712	487,150	295,309	(441,000)	341,459	681,975	284,879	(479,704)	487,150
(f) Land and Building Reserve	684,975	2,199	0	687,174	684,975	3,245	0	688,220	574,343	110,632	0	684,975
(g) Bushfire Reserve	28,367	10,091	0	38,458	28,367	10,134	0	38,501	18,284	10,083	0	28,367
(h) Maranup Road Maintenance Reserve	5,365	18	0	5,383	5,365	25	0	5,390	5,341	24	0	5,365
(i) Sanitation Reserve	100,587	111,664	(1,653)	210,598	100,587	49,468	(53,306)	96,749	100,131	456	0	100,587
(j) Recreation Centre Floor and Solar Reserve	214,317	10,688	0	225,005	214,317	11,015	0	225,332	203,391	10,926	0	214,317
(k) Refuse Site Post Closure Reserve	233,491	5,749	0	239,240	233,491	6,106	(43,000)	196,597	227,558	5,933	0	233,491
(l) Drainage Reserve	67,751	217	0	67,968	67,751	321	0	68,072	61,023	10,278	(3,550)	67,751
(m) Community Bus Replacement Reserve	61,444	5,198	0	66,642	61,444	5,291	0	66,735	56,189	5,255	0	61,444
(n) SBS Tower and Infrastructure Replacement Reserve	32,246	103	(3,099)	29,250	32,246	153	(4,350)	28,049	32,100	146	0	32,246
(o) Playground Equipment Reserve	40,376	4,374	0	44,750	40,376	6,191	0	46,567	34,126	6,250	0	40,376
(p) Swimming Pool Reserve	4,521	14	0	4,535	4,521	0	(4,521)	0	4,500	21	0	4,521
(q) Building Maintenance Reserve	219,599	5,205	0	224,804	219,599	1,040	0	220,639	225,833	1,028	(7,262)	219,599
(r) Strategic Projects Reserve	146,432	180,586	(33,385)	293,633	146,432	10,694	0	157,126	135,970	10,462	0	146,432
(s) Matched Grants Reserve	54,909	10,176	0	65,085	54,909	10,260	(4,978)	60,191	51,697	10,234	(7,022)	54,909
(t) Aged Care Infrastructure Reserve	57,187	184	0	57,371	57,187	271	0	57,458	56,928	259	0	57,187
(u) Equipment Reserve	6,135	20	0	6,155	6,135	29	0	6,164	6,107	28	0	6,135
(v) Assets and GRV Valuation Reserve	75,205	22,241	0	97,446	75,205	22,356	0	97,561	99,253	32,452	(56,500)	75,205
(w) Bridgetown Leisure Centre Reserve	41,000	112	(8,234)	32,878	41,000	194	(33,234)	7,960	60,724	276	(20,000)	41,000
(x) Trails Reserve	31,751	5,102	0	36,853	31,751	5,150	0	36,901	26,630	5,121	0	31,751
(y) Light Fleet Vehicle Reserve	127,029	90,400	(3,402)	214,027	127,029	90,602	(54,905)	162,726	91,150	117,491	(81,612)	127,029
(z) Blackspot Works Reserve	30,286	10,097	(38,923)	1,460	30,286	10,143	0	40,429	20,194	10,092	0	30,286
	2,936,046	769,596	(128,696)	3,576,946	2,936,046	538,878	(639,294)	2,835,630	2,958,527	633,169	(655,650)	2,936,046
	3,569,848	1,010,351	(363,812)	4,216,387	3,569,848	549,992	(991,145)	3,128,695	4,290,376	953,800	(1,674,328)	3,569,848

All reserves are supported by cash and cash equivalents and are restricted within equity as Reserves - cash backed.

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

28. RESERVE ACCOUNTS (Continued)

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Subdivision Reserve	Ongoing	To be used for the construction of sub-division feeder roads and road upgrades where it is a condition of planning or development approval.
(b) Car Park Reserve	Ongoing	To hold contributions for funding car park construction.
(c) Unspent Grants and Loans Reserve	Ongoing	To be used for the recording of unspent grant and loan funds.
(d) Leave Reserve	Ongoing	To be used to fund annual and long service leave requirements.
(e) Plant Reserve	Ongoing	To be used for the purchase of major plant.
(f) Land and Building Reserve	Ongoing	To be used for the future acquisition and development of land and buildings.
(g) Bushfire Reserve	Ongoing	To be used for the purchase of district fire fighting equipment, buildings and fire fighting plant.
(h) Maranup Road Maintenance Reserve	Ongoing	To be used to maintain the section of Maranup Ford Road between the old and new entrances to the Talison Mine.
(i) Sanitation Reserve	Ongoing	To be used for the provision of waste management services and waste facilities.
(j) Recreation Centre Floor and Solar Reserve	Ongoing	To be used to fund future timber floor and solar equipment replacements at the Bridgetown Leisure Centre.
(k) Refuse Site Post Closure Reserve	Ongoing	To be used to rehabilitate the Shire's refuse sites.
(l) Drainage Reserve	Ongoing	To be used for drainage upgrade works.
(m) Community Bus Replacement Reserve	Ongoing	To be used to purchase a replacement community bus.
(n) SBS Tower and Infrastructure Replacement Reserve	Ongoing	To be used for replacement of the SBS tower and associated infrastructure.
(o) Playground Equipment Reserve	Ongoing	To be used for replacement of playground equipment.
(p) Swimming Pool Reserve	2022/23	To be used for studies on the pool for life expectancy and upgrades required to enable its future usage.
(q) Building Maintenance Reserve	Ongoing	To be used to fund the renewal of council buildings and facilities.
(r) Strategic Projects Reserve	Ongoing	To be used to fund strategic planning actions and other strategic initiatives as determined by the Council.
(s) Matched Grants Reserve	Ongoing	To provide a funding mechanism for grants that require a matched funding component.
(t) Aged Care Infrastructure Reserve	Ongoing	To contribute to the construction of non-council aged care buildings.
(u) Equipment Reserve	Ongoing	To be used to fund the purchase of gym and exercise equipment.
(v) Assets and GRV Valuation Reserve	Ongoing	To be used to fund future property and infrastructure revaluations.
(w) Bridgetown Leisure Centre Reserve	Ongoing	To be used for the purpose of funding initiatives and improvements at the Bridgetown Leisure Centre.
(x) Trails Reserve	Ongoing	To be used for funding of new local trail initiatives and projects.
(y) Light Fleet Vehicle Reserve	Ongoing	To be used for the purchase of light fleet vehicles.
(z) Blackspot Works Reserve	Ongoing	To provide a funding mechanism for Blackspot Grant projects that require a matched funding component.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

29. TRUST FUNDS

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2021	Amounts Received	Amounts Paid	30 June 2022
	\$	\$	\$	\$
Visitor Centre Accommodation Bookings	13,352	81,965	(81,613)	13,704
Other Visitor Centre Commission Sales	159	980	(932)	207
South West Coach Lines - Ticket Sales	0	676	(676)	0
TransWA - Ticket Sales	520	6,584	(6,717)	387
Overcharge TransWA Ticket	21	0	0	21
Accommodation Payment Returned	231	0	0	231
Cemetery Fees	703	0	0	703
	14,986	90,205	(89,938)	15,253



Auditor General

INDEPENDENT AUDITOR'S REPORT 2022 Shire of Bridgetown-Greenbushes

To the Councillors of the Shire of Bridgetown-Greenbushes

Opinion

I have audited the financial report of the Shire of Bridgetown-Greenbushes (Shire) which comprises:

- the Statement of Financial Position at 30 June 2022, the Statement of Comprehensive Income by Nature or Type, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information.

In my opinion, the financial report is:

- based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2022 and its financial position at the end of that period
- in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2022, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

Responsibilities of the Chief Executive Officer and Council for the financial report

The Chief Executive Officer of the Shire is responsible for:

- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

Auditor's responsibilities for the audit of the financial report

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

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

My independence and quality control relating to the report on the financial report

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Matters relating to the electronic publication of the audited financial report

This auditor's report relates to the financial report of the Shire of Bridgetown-Greenbushes for the year ended 30 June 2022 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.



Jordan Langford-Smith
Senior Director Financial Audit
Delegate of the Auditor General for Western Australia
Perth, Western Australia
8 December 2022