

LIST OF ACCOUNTS PAID
November 2016

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
<u>MUNICIPAL FUND</u>				
<u>DIRECT DEBITS</u>				
DD12155.3	01/11/2016	CAPITAL FINANCE	MONTHLY PAYMENT ON PRINCIPAL BUILDING OFFICERS VEHICLE	687.71
DD12155.4	02/11/2016	FLEXIRENT CAPITAL PTY LTD	COFFEE MACHINE RENTAL	239.68
DD12155.1	07/11/2016	CALTEX STARCARD	FUEL FOR OCTOBER	4,090.46
DD12165.1	08/11/2016	LES MILLS AUSTRALIA	MONTHLY LES MILLS LICENSING FEES 16/17	779.95
DD12168.1	09/11/2016	WA SUPER	PAYROLL DEDUCTIONS	16,717.51
DD12168.10	09/11/2016	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	188.47
DD12168.11	09/11/2016	REDIVEST SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	76.23
DD12168.12	09/11/2016	COLONIAL FIRST STATE - FIRSTCHOICE	SUPERANNUATION CONTRIBUTIONS	129.77
DD12168.2	09/11/2016	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	244.19
DD12168.3	09/11/2016	PLUM SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	210.50
DD12168.4	09/11/2016	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	101.51
DD12168.5	09/11/2016	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	317.62
DD12168.6	09/11/2016	COLONIAL FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	115.50
DD12168.7	09/11/2016	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	71.07
DD12168.8	09/11/2016	PA & DB HUBAND SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	63.14
DD12168.9	09/11/2016	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	317.27
DD12155.2	15/11/2016	COOL CLEAR WATER COMPANY	MONTHLY RENTAL/SERVICE WATER COOLER ADMIN OFFICE	132.00
DD12191.1	15/11/2016	COMMONWEALTH BANK	QUARTERLY RENTAL OF SERVERS FOR 28/11/2016 - 28/02/2017	3,212.89
DD12182.1	23/11/2016	WA SUPER	PAYROLL DEDUCTIONS	16,337.20
DD12182.10	23/11/2016	COLONIAL FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	114.20
DD12182.11	23/11/2016	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	71.07
DD12182.12	23/11/2016	PA & DB HUBAND SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	63.13
DD12182.13	23/11/2016	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	90.89
DD12182.14	23/11/2016	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	433.52
DD12182.15	23/11/2016	COMMONWEALTH BANK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	71.18
DD12182.2	23/11/2016	COLONIAL FIRST STATE - FIRSTCHOICE	SUPERANNUATION CONTRIBUTIONS	129.77
DD12182.3	23/11/2016	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	244.19
DD12182.4	23/11/2016	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	54.07
DD12182.5	23/11/2016	WAKAWA DREAMING SUPERANNUATION	PAYROLL DEDUCTIONS	645.75
DD12182.6	23/11/2016	PLUM SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	210.50
DD12182.7	23/11/2016	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	116.38
DD12182.8	23/11/2016	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	390.29
DD12182.9	23/11/2016	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	399.01
B/S	02/11/2016	COMMONWEALTH BANK	EFTPOS FEES	83.46

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B/S	01/11/2016	COMMONWEALTH BANK	MERCHANT FEES	840.29
B/S	09/11/2016	COMMONWEALTH BANK	TOTAL WAGES FOR 27.10.2016 - 09.11.2016	114,908.93
B/S	15/11/2016	COMMONWEALTH BANK	ACCOUNT KEEPING FEES	57.32
B/S	15/11/2016	COMMONWEALTH BANK	BPOINT/BPAY FEES	436.40
B/S	23/11/2016	COMMONWEALTH BANK	TOTAL WAGES FOR 10.11.2016 - 23.11.2016	120,938.36
B/S	11/11/2016	COMMONWEALTH BANK	RETURNED EFT/CHEQUE FEES	10.00
B/S	7/11/2016	COMMONWEALTH BANK - CREDIT CARD	LUNCH FOR STRATEGIC PLANNING MEETINGS	50.00
B/S	11/11/2016	COMMONWEALTH BANK - CREDIT CARD	DOWNLOAD IMAGES FOR REVIEW AT YOUTH STRATEGY	49.00
ELECTRONIC PAYMENTS				
EFT22467	04/11/2016	ABCO PRODUCTS PTY LTD	4 X TRIPLE STAINLESS STEEL TOILET ROLL DISPENSERS FOR CIVIC CENTRE	297.09
EFT22468	04/11/2016	ASSOCIATION OF VOLUNTEER BUSH FIRE	BFS PLAQUE - RODNEY HESTER FCO RETIREMENT	50.00
EFT22469	04/11/2016	AUSTRALIAN COMMUNICATIONS & MEDIA	LICENCE RENEWAL - LAND MOBILE/AMBULATORY SYSTEM & BROADCASTING	151.00
EFT22470	04/11/2016	AUSTRALIA'S SOUTH WEST INC	BLACKWOOD RIVER VALLEY SOUTHERN FORESTS CAMPAIGN& MEMBERSHIP	1,220.00
EFT22471	04/11/2016	B & B STREET SWEEPING PTY LTD	OCTOBER STREET SWEEPING OF CBD AND SURROUNDING AREAS	1,716.00
EFT22472	04/11/2016	ANTONY BALLARD	RESTORE & PAINT WINDOW SHUTTERS AT OLD GAOL BUILDING	1,500.00
EFT22473			CANCELLED	
EFT22474	04/11/2016	BLACKWOOD BUTCHERS	FOOD SUPPLIES FOR SAFE WORK MONTH STAFF BREAKFAST - 21/10/16	50.00
EFT22475	04/11/2016	BLISS FOR DESIGN	HIRE OF TRENCHING MACHINE, REPAIRS TO CHAINSAWS & MINOR ITEMS	1,567.72
EFT22476	04/11/2016	BLUE FORCE PTY LTD	200 X MEMBERSHIP CARDS FOR LEISURE CENTRE	2,310.00
EFT22477			CANCELLED	
EFT22478	04/11/2016	BRIDGETOWN NEWSAGENCY	SHREDDER FOR ADMIN, STATIONERY & MONTHLY NEWSPAPER CHARGES	2,387.90
EFT22479	04/11/2016	BRIDGETOWN CARPET CARE	CLEAN CARPET IN THE VISITOR CENTRES REFURBISHED OFFICE	85.00
EFT22480	04/11/2016	BRIDGETOWN POTTERY RESTAURANT	CATERING FOR WBSA MEETING 11 OCTOBER 2016	302.50
EFT22481	04/11/2016	BRIDGETOWN TIMBER SALES	HARDWARE ITEMS FOR VARIOUS SHIRE MAINTENANCE REPAIRS	1,775.86
EFT22482	04/11/2016	BRIDGETOWN CARPETS &	SUPPLY AND INSTALL ROLLER BLIND TO ENTRY DOOR OF BLUES OFFICE	168.00
EFT22483	04/11/2016	BRIDGETOWN COMPUTERS	UPS UNIT - POWERSHIELD. BACK-UP POWER SUPPLY FOR TOWN CLOCK	159.95
EFT22484	04/11/2016	BRIDGETOWN MITRE 10 & RETRAVISION	PLASTIC TUBS FOR DFES, PLANTS & VARIOUS MINOR ITEMS & EQUIPMENT	1,114.63
EFT22485	04/11/2016	BRIDGETOWN PAINT SALES	10LTR MAXI WASH SEMI GLOSS PAINT, PAINT ROLLERS & COVERS	246.77
EFT22486	04/11/2016	BRIDGETOWN PRIMARY SCHOOL	2016 SCHOOL AWARD	55.00
EFT22487	04/11/2016	BRIDGETOWN TYRES	WHEEL ALIGNMENT & ROTATION FOR B8598 & MINOR PARTS	315.00
EFT22488	04/11/2016	BULLANT SECURITY PTY LTD	3 X 570 BARRELS KEYED TO SUIT MASTER KEY SYSTEM	243.11
EFT22489	04/11/2016	BURGESS RAWSON (WA) PTY LTD	WATER USAGE - 01/08/2016 TO 04/10/2016	2.49
EFT22490	04/11/2016	CAMPBELLS	CONFECTIONERY AND SNACKS FOR THE LEISURE CENTRE KIOSK	232.14
EFT22491	04/11/2016	CEMETERIES & CREMATORIA ASSOCIATION	CEMETERIES & CREMATORIA ASSOCIATION OF WA - ANNUAL MEMBERSHIP	115.00
EFT22492	04/11/2016	CJD EQUIPMENT PTY LTD	BASE AERIAL FOR GRADER (AE4018K1)	137.47
EFT22493	04/11/2016	CONTATORE ENGINEERING PTY LTD	HIRE OF SOCOMEC ROCK BREAKER 11/10/2016 - 18/10/2016	1,705.00

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EFT22494	04/11/2016	CORRYNNE'S NATURAL SOAP	VC STOCK - SOAP	402.45
EFT22495	04/11/2016	COURIER AUSTRALIA	FREIGHT CHARGES	273.58
EFT22496	04/11/2016	DAVMECH	MANUFACTURE HOSE FOR BACKHOE	167.49
EFT22497	04/11/2016	DELRON CLEANING BUNBURY	MONTHLY REC CENTRE CLEANING FEES	628.61
EFT22498	04/11/2016	DRAG-LINES DAM-IT CONTRACTING	ROCK BREAKING & EXCAVATION FOR TWEED ROAD FAILURE	12,320.00
EFT22499	04/11/2016	DEPARTMENT OF FIRE AND EMERGENCY	2016/17 ESL INCOME LOCAL GOVERNMENT	71.00
EFT22500	04/11/2016	GLOBAL SYNTHETICS PTY LTD	4 X 100M ROLLS OF COMBIGRID GEOCOMPOSITE BIAXIAL GEOGRID GRADE	12,715.38
EFT22501	04/11/2016	GRACE RECORDS MANAGEMENT PTY LTD	RECORDS DESTRUCTION - 60 CARTONS	913.00
EFT22502	04/11/2016	H C JONES & CO	REPAIR OVEN IN ADMIN KITCHEN & ATTEND TO BLOCKAGE OF G/B TOILETS	365.20
EFT22503	04/11/2016	HEATLEY SALES PTY LTD	ARC/TIG WIA WELDARC 180I & TIG TORCH FOR WORKSHOP	596.75
EFT22504	04/11/2016	HYWOOD SIGNS	4 X VINYL WINDOW SIGNS FOR 24HR GYM & MODIFY ROAD CLOSURE SIGNS	605.00
EFT22505	04/11/2016	ISA TECHNOLOGIES	IT SUPPORT FOR NOVEMBER	2,420.00
EFT22506	04/11/2016	ADAM JENKINS TREE SERVICES	CHERRY PICKER HIRE FOR CHANGING LIGHT GLOBES AT REC CENTRE	220.00
EFT22507	04/11/2016	KANIK EXPRESS	FREIGHT CHARGES	160.05
EFT22508	04/11/2016	KEIDY CONTRACTORS	EXCAVATOR HIRE FOR INSTALLATION OF DRAINAGE PIPES ON HESTER ST	3,630.00
EFT22509	04/11/2016	RAD KOLOC	PAINTING AT VC, CHANGING LIGHT GLOBES AT BLC COURT & MINOR JOBS	1,720.00
EFT22510	04/11/2016	LANDGATE	SLIP SUBSCRIPTION SERVICES - ANNUAL CHARGE & VALUATION CHARGES	2,776.93
EFT22511	04/11/2016	DR & Y LEGROS	RATES REFUND	180.42
EFT22512	04/11/2016	LGIS RISK MANAGEMENT	SW REGIONAL RISK COORDINATION PROGRAMME - 1ST INSTALMENT	4,741.00
EFT22513	04/11/2016	LUCKY 7 BRIDGETOWN	WREATH FOR MEMORIAL SERVICE	80.00
EFT22514	04/11/2016	JUSTINE MACKAY	REIMBURSEMENT FOR LES MILLS MUSIC KITS	278.50
EFT22515	04/11/2016	MANJIMUP MOTORS PTY LTD	CLUTCH BEARINGS FOR HUSKY CHAINSAWS	50.56
EFT22516	04/11/2016	MARKETFORCE	VARIOUS SHIRE ADVERTISEMENTS	570.85
EFT22517	04/11/2016	MONITORING EXCELLENCE	SUPPLY GPRS TRANSMITTER & SIMS TO UPGRADE ALARM COMMUNICATION	1,080.00
EFT22518	04/11/2016	NARA TRAINING & ASSESSING	WORKING AT HEIGHTS TRAINING	200.00
EFT22519	04/11/2016	OCLC (UK) LTD	AMLIB ANNUAL MAINTENANCE PERIOD 01/11/2016- 30/04/2017	1,917.64
EFT22520	04/11/2016	O.C.P SALES	VHF HIGHBAND VERTEX HANDHELD RADIO & CHARGER FOR FPO	811.58
EFT22521	04/11/2016	PETER PUTTICK AUTOMOTIVE ELECTRICIAN	ELECTRICIAN TO CHECK GEN SET	396.00
EFT22522	04/11/2016	PRESTON POWER EQUIPMENT	LONG STORAGE BOX TO SUIT POLESAW	369.00
EFT22523	04/11/2016	TERRY MARTIN PRICE	RATES REFUND	162.90
EFT22524	04/11/2016	PRIME EARTHMOVING	108m3 OF SHALE DELIVERED TO BRIDGE 4631 CORABLUP ROAD	4,039.20
EFT22525	04/11/2016	QUALITY SHOP	PRINTING OF OCTOBER/NOVEMBER INSIGHT NEWSLETTER & HAND PUNCH'S	1,489.78
EFT22526	04/11/2016	REPCO	VARIOUS FILTER PARTS	34.87
EFT22527	04/11/2016	RICHFEEDS AND RURAL SUPPLIERS	BULK GARDEN CHEMICALS, WORK BOOTS & MINOR ITEMS	3,089.00
EFT22528	04/11/2016	JOSHUA & ALISON RUTTEN	SHIRE CONTRIBUTION TO CROSSOVER	610.00
EFT22529	04/11/2016	SAMBROW	REPAIRS TO GATE AT GREENBUSHES HALL	99.00

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EFT22530	04/11/2016	SCOPE BUSINESS IMAGING	MONTHLY PRINTING & PHOTOCOPYING CHARGES	3,637.70
EFT22531	04/11/2016	SONJA SEHM	REIMBURSEMENT FOR PAYMENT OF LIFE GUARD UNIFORMS	235.00
EFT22532	04/11/2016	SHEDS N HOMES MANJIMUP	EXTRA CHARGES FOR 6X12M SHED KIT FOR HESTER BROOK STATION	900.00
EFT22533	04/11/2016	SJ WIRING	REPAIR BAIN MARIE IN COUNCIL CHAMBERS	250.00
EFT22534	04/11/2016	SOUTHERN LOCK & SAFE	KEYS CUT TO SUIT SHIRES MASTER SYSTEM	35.50
EFT22535	04/11/2016	SOUTHERN FOREST PEST MANAGEMENT	TERMITE BAITS FOR BRIDGETOWN RAILWAY STATION	336.01
EFT22536	04/11/2016	DION STEVEN	ENVIRONMENTAL WORKS FOR THE MONTH OF OCTOBER	2,285.90
EFT22537	04/11/2016	STORYBOX CONSULTING	FACILITATE COMMUNITY ENGAGEMENT FOR STRATEGIC COMMUNITY PLAN	5,500.00
EFT22538	04/11/2016	THE STABLES IGA	GROCERIES FOR SHIRE DEPARTMENTS AND BFB SUPPLIES & SNACK PACKS	1,696.11
EFT22539	04/11/2016	TOTAL GREEN RECYCLING	E-WASTE RECYCLING	605.00
EFT22540	04/11/2016	TRADE HIRE	40 X 1.8M CROWD CONTROL BARRIERS FOR TWEED ROAD FAILURE	180.00
EFT22541	04/11/2016	UNIVERSAL TIX PTY LTD	800 X WRISTBANDS FOR PATRONS ATTENDING OPEN DAY AT BLC	83.38
EFT22542	04/11/2016	VERGE EARTHMOVING	CLEARING & EARTHWORK CONSTRUCTION - CULVERT INSTALLATION WORKS	4,041.95
EFT22543	04/11/2016	HEIDI WARES	REIMBURSEMENT FOR PAYMENT OF NEW GYM TOWELS	15.00
EFT22564	17/11/2016	ACCESS ENGINEERING	REBUILD 2 X ROLLERS FOR HOWARD MOWER	931.15
EFT22565	17/11/2016	EVOL ANGELATOS	VC STOCK - LEVANDA GROVE DUKKAH	39.00
EFT22566	17/11/2016	AUSTRALIA POST	SHIRE POSTAGE FOR OCTOBER INCLUDING INSTALMENTS & DOG REGOS	2,856.83
EFT22567	17/11/2016	BESAFE BUILDING INSPECTIONS	CERTIFICATION OF BUILDING PLANS - HESTER BROOK FIRE STATION	250.00
EFT22568	17/11/2016	BINLEY FENCING	RETURN FREIGHT FOR SITE FENCING & COST FOR MISSING EQUIPMENT	779.90
EFT22569	17/11/2016	BLACKWOOD RURAL SERVICES	SIMAZINE PRE EMERGENT & GREASE GUN	575.20
EFT22570	17/11/2016	BLACKWOOD FRESH	REFRESHMENTS FOR COUNCIL MEETINGS	53.20
EFT22571	17/11/2016	BLACKWOOD SKIP BINS	2 X GLASS SKIP BIN EMPTIES	121.00
EFT22572	17/11/2016	BLACKWOOD HEAVY TILT	REMOVE ABANDONED VEHICLE FROM BROCKMAN HWY TO DEPOT	165.00
EFT22573	17/11/2016	BLACKWOOD BUTCHERS	SAUSAGES FOR LEISURE CENTRE OPEN DAY	240.00
EFT22574	17/11/2016	BLISS FOR DESIGN	OLEC-MAC POLE SAW, 8M SUCTION HOSE WITH CLAMPS & MINOR ITEMS	1,831.73
EFT22575	17/11/2016	BOOEASY AUSTRALIA PTY LTD	BOOKING RETURNS COMMISSION/MONTHLY FEES - SEPTEMBER & OCTOBER	759.27
EFT22576	17/11/2016	BRIDGETOWN NEWSAGENCY	2017 DIARIES & CALENDARS, NEWSPAPERS & STATIONERY FOR OCTOBER	870.61
EFT22577	17/11/2016	BRIDGETOWN MEDICAL CENTRE	2 X EMPLOYEE MEDICAL APPOINTMENTS	210.55
EFT22578	17/11/2016	BRIDGETOWN LIQUID WASTE DISPOSAL	PUMP OUT SEPTIC TANKS AT THE GREENBUSHES HALL	780.00
EFT22579	17/11/2016	BRIDGETOWN MEAT SUPPLY	FOOD SUPPLIES FOR SAFE WORK MONTH STAFF BREAKFAST - 21/10/16	110.00
EFT22580	17/11/2016	BRIDGETOWN COMMUNITY RESOURCE	SES POWER CONSUMPTION FOR PERIOD 23/8/2016 - 21/10/2016	124.85
EFT22581	17/11/2016	BRIDGETOWN BOARDING KENNELS &	MONTHLY KENNEL & CATTERY FEES	480.00
EFT22582	17/11/2016	BRIDGETOWN VOLUNTEER BUSH FIRE	PART COST OF HOSTING BFB VOLUNTEER AWARDS PRESENTATION NIGHT	220.00
EFT22583	17/11/2016	BRIDGETOWN PAINT SALES	HARDWARE ITEMS	34.91
EFT22584	17/11/2016	BRIDGETOWN & MANJIMUP TOWING	HIRE OF SEA CONTAINER FOR BLACKWOOD ENVIRONMENT SOCIETY & ADMIN	264.00
EFT22585	17/11/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	442.78

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EFT22586	17/11/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	779.74
EFT22587	17/11/2016	CHUBB FIRE SAFETY LTD	MONTHLY SERVICING/MONITORING FIRE ALARM SYSTEM	268.70
EFT22588	17/11/2016	CITY & REGIONAL FUELS	BULK FUEL FOR THE MONTH	10,729.53
EFT22589	17/11/2016	CLEANAWAY PTY LTD	KERBSIDE RUBBISH & RECYCLING COLLECTION - OCTOBER 2016	19,476.28
EFT22590	17/11/2016	COURIER AUSTRALIA	FREIGHT CHARGES	729.99
EFT22591	17/11/2016	DAVMECH	OIL DIESEL 15W 40 - 205LT DRUM & 2 X HYDRAULIC HOSES WITH FITTINGS	1,244.96
EFT22592	17/11/2016	ELIZABETH DENNISS	REIMBURSEMENT FOR GRATUITY GIFTS PURCHASED FOR RESIGNED STAFF	150.00
EFT22593	17/11/2016	EMAIL MEDIA (NRMJOBS)	ADVERTISING - SENIOR RANGER POSITION	165.00
EFT22594	17/11/2016	ESPRESSO ESSENTIAL WA PTY LTD	COFFEE MACHINE SUPPLIES	384.41
EFT22595	17/11/2016	LGRCEU	PAYROLL DEDUCTIONS	102.52
EFT22596	17/11/2016	FISHERS TYRE CENTRE	NEW BATTERY FOR BRIDGETOWN FAST ATTACK	200.00
EFT22597	17/11/2016	NG & W GIBLETT	REMOVE & REINSTATE FENCE FOR TWEED ROAD FAILURE	2,159.00
EFT22598	17/11/2016	HANSENS HOT BREAD SHOP	SUPPLIES FOR VARIOUS SHIRE EVENTS/MEETINGS	343.60
EFT22599	17/11/2016	H C JONES & CO	SUPPLY & INSTALL 13METRE LEACH DRAIN AT GREENBUSHES OVAL	3,750.00
EFT22600	17/11/2016	HEATLEY SALES PTY LTD	TIG STARTER KIT	37.40
EFT22601	17/11/2016	HITACHI CONSTRUCTION MACHINERY	FAN BEARING SUPPORT BLOCK FOR BACKHOE	332.93
EFT22602	17/11/2016	IT VISION	HR MODULE FOR SYNERGY	6,671.50
EFT22603	17/11/2016	IXOM OPERATIONS PTY LTD	MONTHLY RENTAL OF CHLORINE CYLINDER	174.25
EFT22604	17/11/2016	JASON SIGNMAKERS	VARIOUS STREET & WARNING SIGNS FOR SHIRE WORKS	1,522.62
EFT22605	17/11/2016	ADAM JENKINS TREE SERVICES	HEDGE & CUT BOX TREES BACK FROM ROADWAY & POWERLINES	5,280.00
EFT22606	17/11/2016	JOHNSON'S FOOD SERVICES	ITEMS FOR BRIDGETOWN LEISURE CENTRE KIOSK	33.94
EFT22607	17/11/2016	KANIK EXPRESS	FREIGHT CHARGES	125.95
EFT22608	17/11/2016	ALBERT KLAASSEN ELECTRICAL	VARIOUS ELECTRICAL WORK FOR SHIRE BUILDINGS & PARKS	3,492.50
EFT22609	17/11/2016	MADCOW ENTERTAINMENT	DUNK TANK & MILEAGE FOR BLUES-YOUTH LEADERSHIP ACTIVITY	900.00
EFT22610	17/11/2016	JL & GF MAY	HAZARD REDUCTION WORKS - UCL BLOCKS VARIOUS	363.00
EFT22611	17/11/2016	MIRACLE RECREATION EQUIPMENT	2 X TRI LUBE KEYS FOR STREET BINS	55.00
EFT22612	17/11/2016	MUIRS MANJIMUP	L/H AIR GUIDE PART FOR B0111	23.42
EFT22613	17/11/2016	PAN PACIFIC PERTH	ACCOMMODATION, PARKING & BREAKFAST FOR CONFERENCE 31/8/16 - 1/9/16	520.00
EFT22614	17/11/2016	PRIME EARTHMOVING	128.4M3 ROAD BASE SHALE TO CORBALUP BRIDGE	5,253.36
EFT22615	17/11/2016	QUALITY SHOP	2,000 C4 ENVELOPES & 3,000 DL WINDOW ENVELOPES	1,068.00
EFT22616	17/11/2016	MEGAN RICHARDS	REIMBURSEMENT FOR FOOD FOR YOUTH LEADERSHIP GROUP MEETINGS	109.31
EFT22617	17/11/2016	RON'S EXPRESS RUN	FREIGHT CHARGES	60.50
EFT22618	17/11/2016	THE ROYAL LIFE SAVING SOCIETY	WATCH AROUND WATER RE-REGISTRATION FEE & 1000 WRISTBANDS	282.00
EFT22619	17/11/2016	SCHWEPPE AUSTRALIA PTY LTD	DRINKS FOR THE BLC KIOSK	531.13
EFT22620	17/11/2016	SONJA SEHM	REIMBURSEMENT FOR PURCHASE OF FACE PAINTS	35.91
EFT22621	17/11/2016	SHADE WEST	ERECT SHADE-SAILS PLUS ADDITIONAL COSTS FOR REPAIRS	1,321.00

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EFT22622	17/11/2016	SHERIDAN'S FOR BADGES	7 X MAGNETIC NAME BADGES FOR BLC STAFF	202.02
EFT22623	17/11/2016	SIGMA POOL & SPA SUPPLIES	POOL CHEMICALS	1,549.70
EFT22624	17/11/2016	STAPLES AUSTRALIA PTY LTD	BROCHURE HOLDERS FOR BLC & STATIONERY SUPPLIES	495.08
EFT22625	17/11/2016	TENNANT	MAIN BRUSH (PN-87099) FOR RIDE ON SWEEPER	440.41
EFT22626	17/11/2016	THE STABLES IGA	YOUTH EVENT DUNK TANK - DRINKS, SUNSCREEN, LOLLIES & DECORATIONS	148.47
EFT22627	17/11/2016	WML CONSULTANTS	PROJECT MANAGEMENT FOR BROCKMAN HWY & TWEED RD WORKS	9,094.80
EFT22628	17/11/2016	YORNUP HALL COMMITTEE	YORNUP HALL HIRE FEES FOR COMMUNITY ENGAGEMENT SESSION - 01/12/16	25.00
EFT22629	21/11/2016	AUSTRALIAN TAXATION OFFICE	BAS FOR OCTOBER 2016	44,250.00
EFT22630	24/11/2016	JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT22631	24/11/2016	STEVE HODSON	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT22632	24/11/2016	DOREEN MACKMAN	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT22633	24/11/2016	JOANN MOORE	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT22634	24/11/2016	NEAT N' TRIM UNIFORMS PTY LTD	CORPORATE UNIFORMS	578.75
EFT22635	24/11/2016	JOHN NICHOLAS	MONTHLY COUNCILLOR ALLOWANCE	1,730.00
EFT22636	24/11/2016	A PRATICO	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT22637	24/11/2016	PETER QUINBY	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT22638	24/11/2016	P M SCALLAN	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT22639	24/11/2016	ALAN WILSON	MONTHLY COUNCILLOR ALLOWANCE	1,057.08
CHEQUES				
30357	04/11/2016	RAYMOND BASTERFIELD	RATES REFUND	718.62
30358	04/11/2016	BP BRIDGETOWN	MEALS FOR SECTOR COMMANDER TRAINING 30/9/16	82.50
30359	04/11/2016	BUNNINGS BUILDING SUPPLIES	EZI LIVING 1800MM PORTABLE ACCESS RAMP	394.25
30360	04/11/2016	COLLEEN CAMUS	RATES REFUND	317.67
30361	04/11/2016	DEPARTMENT OF TRANSPORT	ANNUAL JETTY RENEWAL - BLACKWOOD RIVER PARK	39.10
30362	04/11/2016	FLYING DUCK CAFE	MEAL FOR COUNCIL MEETING	180.00
30363	04/11/2016	MAGSHOP	AUSTRALIAN PERSONAL COMPUTER SUBSCRIPTION	85.00
30364	04/11/2016	SHIRE OF BRIDGETOWN-GREENBUSHES	PETTY CASH - BLC OPEN DAY & PETTY CASH RECOUP	1,077.75
30365	04/11/2016	SHIRE OF AUGUSTA-MARGARET RIVER	WALGA EMERGENCY MANAGEMENT TRAINING COURSE	575.00
30366	04/11/2016	SHIRE OF MURRAY	RECOUP OF LSL LIABILITY	4,478.92
30367	04/11/2016	ST BRIGID'S PRIMARY SCHOOL	2016 SCHOOL AWARD	55.00
30368	04/11/2016	SYNERGY	ELECTRICITY	6,935.10
30369	04/11/2016	TELSTRA	TELEPHONE	3,832.46
30370	17/11/2016	COMMUNITY ARTS NETWORK WESTERN	UNSPENT GRANT RETURN - SWIMMING POOL MOSAIC ART PROJECT	15,726.70
30371	17/11/2016	DEPARTMENT OF PLANNING	APPLICATION FOR SUBDIVISION/AMALGAMATION OF 81, 87 & 109 HAMPTON ST	3,189.00
30372	17/11/2016	PHARMACY 777 BRIDGETOWN	STAFF FIRST AID SUPPLIES FOR THE MONTH OF NOVEMBER	23.94
30373	17/11/2016	SYNERGY	ELECTRICITY	14,004.55

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
<u>TRUST FUND</u>				
<u>DIRECT DEBITS - LICENSING TRUST</u>				
22052	01/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 01/11/2016	3,998.25
22053	02/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 02/11/2016	6,150.65
22054	03/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 03/11/2016	2,675.35
22055	04/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 04/11/2016	4,244.85
22056	07/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 07/11/2016	4,297.85
22057	08/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 08/11/2016	4,252.65
22058	09/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 09/11/2016	4,621.90
22059	10/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/11/2016	2,921.20
22060	11/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 11/11/2016	2,527.25
22061	14/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 14/11/2016	3,859.70
22062	15/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 15/11/2016	3,805.95
22063	16/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 16/11/2016	4,092.10
22064	17/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/11/2016	4,704.30
22065	18/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 18/11/2016	14,771.80
22066	21/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 21/11/2016	7,245.40
22067	22/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 22/11/2016	2,397.95
22068	23/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 23/11/2016	3,511.55
22069	24/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/11/2016	1,919.50
22070	25/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 25/11/2016	5,652.80
22071	28/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 28/11/2016	4,170.65
22072	29/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 29/11/2016	2,702.75
22073	30/11/2016	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 30/11/2016	2,285.60
<u>CHEQUES - GENERAL TRUST</u>				
2125	16/11/2016	DAVID BARDSLEY	HALL HIRE BOND REFUND	100.00
2126	16/11/2016	IAN CUMMING	RELOCATED OUTBUILDING BOND REFUND	610.68
2127	16/11/2016	HELEN CUXSON	GREENBUSHES HALL HIRE BOND REFUND	200.00
2128	16/11/2016	BRIAN DEANS	COMMUNITY STALL BOND REFUND	50.00
2129	16/11/2016	LEIMAC BUILDING PTY LTD	LANDSCAPING BOND REFUND PLUS INTEREST	2,550.56
2130	16/11/2016	MICHAEL & SHEILA MARSH	RETAINING WALL BOND REFUND PLUS INTEREST	680.35
2131	16/11/2016	DAVE ROBERTS	LANDSCAPING BOND PLUS INTEREST	1,123.50
2132	16/11/2016	HELEN ROULSTON	HALL HIRE BOND REFUND	100.00
2133	16/11/2016	SHAMROCK HOTEL SPORTING CLUB	GREENBUSHES HALL HIRE BOND REFUND	100.00
2134	29/11/2016	BUILDING & CONSTRUCTION INDUSTRY	BCITF LEVIES COLLECTED FOR OCTOBER	2,372.85

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
2135	29/11/2016	BRONWYN N MITCHELL	ANIMAL TRAP BOND REFUND	52.10
2136	29/11/2016	SHIRE OF BRIDGETOWN-GREENBUSHES	PORTION OF HIGH SCHOOLS BUS BOND RETAINED FOR MILEAGE & CLEANING	327.40
2137	29/11/2016	MAKENNAH WOODS	LANDSCAPING BOND REFUND PLUS INTEREST	1,232.09
ELECTRONIC PAYMENTS - GENERAL TRUST				
EFT22544	16/11/2016	NATASHA BARTLE	HALL HIRE BOND REFUND	100.00
EFT22545	16/11/2016	BRIDGETOWN PRIMARY SCHOOL P&C	HALL HIRE BOND REFUND	100.00
EFT22546	16/11/2016	G & G CARTMEL	HALL HIRE BOND REFUND	100.00
EFT22547	16/11/2016	DJEMBEMOVES	HALL HIRE BOND REFUND	100.00
EFT22548	16/11/2016	GREENBUSHES MASONIC LODGE	GREENBUSHES HALL HIRE BOND REFUND	100.00
EFT22549	16/11/2016	PPB (KITZBERG PTY LTD IN LIQUIDATION)	COUNCIL BUILT ASSET BOND REFUND PLUS INTEREST	100.00
EFT22550	16/11/2016	JESSICA OLIVER	HALL HIRE BOND REFUND	1,146.02
EFT22551	16/11/2016	HARLEE PERRIN	GREENBUSHES HALL HIRE BOND REFUND	100.00
EFT22552	16/11/2016	LISA PRATICO	HALL HIRE BOND REFUND	100.00
EFT22553	16/11/2016	SOUTH WEST ABORIGINAL LAND & SEA	HALL HIRE BOND REFUND	100.00
EFT22554	16/11/2016	ST JOHN AMBULANCE AUSTRALIA	HALL HIRE BOND REFUND	100.00
EFT22555	16/11/2016	TIMOTHY AND MICHELLE WORTHINGTON	HALL HIRE BOND REFUND	100.00
EFT22640	29/11/2016	BRIDGETOWN HIGH SCHOOL	STANDPIPE BOND REFUND	100.00
EFT22641	29/11/2016	BUILDING COMMISSION	COMMUNITY BUS BOND REFUND LESS MILEAGE CHARGES	100.00
EFT22642	29/11/2016	GREGORY HARVEY	BSL'S COLLECTED FOR OCTOBER	97.10
EFT22643	29/11/2016	PHARMACY 777 BRIDGETOWN	ANIMAL TRAP BOND REFUND	2,158.58
EFT22644	29/11/2016	WA COUNTRY BUILDERS	COMMUNITY STALL BOND REFUND	52.10
CHEQUES - VISITOR CENTRE TRUST				
1253	16/11/2016	ROBERT BRUCE	LANDSCAPING BOND REFUND PLUS INTEREST	50.00
1254	16/11/2016	JOHN MASLIN		3,433.21
1255	16/11/2016	SHIRE OF BRIDGETOWN-GREENBUSHES	CONSIGNMENT STOCK SOLD FOR OCTOBER	52.50
ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST				
EFT22556	16/11/2016	ELIZABETH DENNISS	CONSIGNMENT STOCK SOLD FOR OCTOBER	20.25
EFT22557	16/11/2016	ANNE HARSE	SHIRES COMMISSION ON BUS TICKETS SOLD FOR OCTOBER	418.00
EFT22558	16/11/2016	RICHARD MEARES	CONSIGNMENT STOCK SOLD FOR OCTOBER	18.75
EFT22559	16/11/2016	CATH PEGRUM	CONSIGNMENT STOCK SOLD FOR OCTOBER	33.75
EFT22560	16/11/2016	PUBLIC TRANSPORT AUTHORITY OF	ACCOMMODATION REFUND	144.00
EFT22561	16/11/2016	SUE PYNT	ACCOMMODATION REFUND	90.00
EFT22562	16/11/2016	SOUTH WEST COACH LINES	BUS TICKET'S SOLD FOR THE MONTH OF OCTOBER	1,101.05
EFT22563	16/11/2016	JAN WALKER	ACCOMMODATION REFUND	200.00
V300144	10/11/2016	COMMONWEALTH BANK	BUS TICKETS SOLD FOR THE MONTH OF OCTOBER	681.25
			ACCOMMODATION REFUND	550.00
			TOTAL ACCOMMODATION FOR OCTOBER	43,190.00
				<u>160,846.09</u>


SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
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This schedule of accounts paid for the Municipal Fund totalling **\$580,599.60** and for the Trust Fund totalling **\$160,846.09** which was submitted to each member of the Council on 15 December 2016 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and castings.

Total creditor accounts outstanding as at 30/11/2016 is \$547,092.07


..... 15 December 2016
CHIEF EXECUTIVE OFFICER



***ANNUAL REPORT &
ANNUAL FINANCIAL REPORT
For Year Ending 30 June 2016***

Our Vision

A wonderful place to live, work, invest and visit with the community working together to achieve shared objectives

Aspirations and Values

- ***Strong community spirit and a sense of belonging***
- ***Honesty, integrity and compassion***
- ***Respect for people and the environment***
- ***Acceptance of diversity***
- ***Openness and accountability***
- ***Equity and fairness for all***
- ***Effective communication and cooperation***
- ***Responsible management***

The Shire of Bridgetown-Greenbushes Administration Offices
are located at 1 Steere Street Bridgetown
(PO Box 271, Bridgetown 6255)
Phone: 97611555
Fax: 97612023
Email: btnshire@bridgetown.wa.gov.au
Website: www.bridgetown.wa.gov.au

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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
- Overview of the Council and Organisational Structure
- An overview of the Plan for the Future of the district
- 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
- 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. Bridgetown, the main commercial centre of the Shire has the Blackwood River flowing through its southern entry and is host to significant events such as the Easter Lawn Tennis Tournament, Blackwood Marathon, Festival of Country Gardens and the Blues at Bridgetown Festival. Other significant annual events include the Australia Day Breakfast, Greenbushes Discovery Centre New Zealand Gully Wattle Walk, Blessing of the Roads, Volunteers 'Thank You' function and the Community Christmas Party in the Park.

The Shire includes the townsites of:

- Bridgetown
- Greenbushes
- North Greenbushes
- Hester
- Yornup

The localities of:

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

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 also 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 and 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.

Bridgetown was bestowed "Historic Town" status by the National Trust in Australia (WA) in December 2000. The community is very proud of its heritage and related to this, its visual appeal.

Our Council and Organisational Structure

Elected Members

Local Government elections were held in October 2015 whereby four vacancies occurred, three in the South Ward being the seats held by Crs Mackman, Moore and Nicholas, and Cr Pratico's seat in the North Ward. The sitting Councillors all re-nominated and were re-elected, hence in 2015/16 the Council consisted of:

North Ward

Tony Pratico
Pat Scallan

South Ward

Julia Boyle
Steve Hodson
Doreen Mackman
Joann Moore
John Nicholas (*President*)
Peter Quinby
Alan Wilson (*Deputy President*)

Expiry of Current Terms

2017

Cr Boyle
Cr Hodson
Cr Quinby
Cr Scallan
Cr Wilson

2019

Cr Mackman
Cr Moore
Cr Nicholas
Cr Pratico

Councillor Attendance at Meetings – July 2015 to June 2016

Councillor	No. of Council Meetings During Term	No. Attended	No. of Standing Committee Meetings During Term	No. Attended	No. of Electors Meetings During Term	No. Attended
Julia Boyle	18	18	9	9	1	1
Steve Hodson	18	14	9	9	1	1
Doreen Mackman	18	18	9	9	1	1
Joann Moore	18	16	9	8	1	1
John Nicholas	18	17	9	8	1	1
Tony Pratico	18	14	9	5	1	0
Peter Quinby	18	16	9	8	1	1
Pat Scallan	18	16	9	9	1	1
Alan Wilson	18	16	9	8	1	1

Council Meetings

Ordinary meetings of Council are held on the last Thursday in each month (excepting December), 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.

Committees

Council's Local Law, Strategy, Policy & Organisation Development Standing Committee meets on the second Thursday at 5.30pm, excepting December and January when no meetings are held. Members of the public are welcome to attend the Standing Committee meetings however there is no Public Question Time segment for members of the Gallery at these meetings.

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 November 2015 the following Advisory Committees were established for a two-year term. Objectives of the Committees are:

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.
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.

Audit Committee

1. To provide guidance and assistance to the local government –
 - a) as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act;
 - b) as to the development of a process to be used to select and appoint a person to be an auditor;
 - c) as to matters to be audited and the scope of audits; and
 - d) as to its function under Part 6 – *Financial management* of the Act.Ref: Functions of Audit Committees (Audit Regs)
2. To review a report given to it by the CEO under regulation 17(3) *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.Ref: Functions of Audit Committees (Audit Regs)
3. Review the annual Compliance Audit Return and report to the Council the results of that review.
4. Consider the CEO's biennial reviews of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance and report to the Council the results of those reviews.

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, fire fighting training, etc.

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.

Emergency Planning & Preparedness Advisory Committee

1. To ensure the Shire as an organisation has the planning and processes in place that meet the Shire's obligations in the event of an emergency.
2. To document the Shire's role in the event of an emergency.
3. To act as a coordinated link between the Council and the Local Emergency Management Committee (LEMC).
4. To audit and test the Shire's preparedness to deal with emergencies.
5. To monitor the capacity of the Shire's resources (human & material) to respond to emergencies.

Local Emergency Management (Advisory) 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.
4. To comply with the Emergency Management Act 2005 in meeting the Business Reporting requirements of the State Emergency Management Committee (SEMC).

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'.

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.

Trails Development Advisory Committee

1. Implement Council's economic strategies via identified and proposed tasks.
2. The development of a mountain bike trail business and concept plan.
3. Adding value to existing canoe/kayak, walk, cycle and bridle trails including the Warren Blackwood Strategic Alliance's Regional Trails master plan project.
4. Identifying trail based tourism opportunities.

Organisational Structure

The organisation structure for the Shire of Bridgetown-Greenbushes consists of five Departments or Divisions, these being:

- CEO's Office
- Works & Services
- Planning & Environmental Services
- Corporate Services
- Community Services

Under the current structure the Planning & Environmental Services Department staff report directly to the CEO. All other departments report to an Executive Manager, being:

- Executive Manager Corporate Services – Michelle Larkworthy
- Executive Manager Works & Services – Lindsay Crooks
- Executive Manager Community Services – Elizabeth Denniss

The Shire employs a workforce of 100, however due to a high number of part-time and casual staff this equates to 51 FTE (full time equivalents).

Following is a list of functions/services which each Department is responsible for:

<u>CEO's Office</u> Governance Councillor Liaison Agendas/Minutes Strategic Planning Human Resources Occupational Health and Safety Website Citizenship Local Government Elections Local Government Compliance Local Laws Cemetery Records & Administration Land Disposition Economic Development	<u>Corporate Services</u> Administration Annual Budgets Annual Financial Reports Corporate Business Plan Long Term Financial Plan Asset Management Debtors/Creditors Insurance Rates Payroll Records Management Customer Services Police Licensing Information Technology (IT)
<u>Planning & Environmental Services</u> Planning & Development Approvals Town Planning Schemes and Town Planning Amendments Subdivisions and Road Names Heritage Environmental Health Shire Building Maintenance Cleaning of Shire Facilities Ranger & Regulatory Services Building Approvals Swimming Pool Approvals & Inspections Events	<u>Community Services</u> Community Development Service Agreements & Community Grants Seniors & Youth Affairs Access & Inclusion Arts & culture Library Integrated Leisure Centre Visitors Centre Trails Development
<u>Works & Services</u> Engineering Roads (maintenance and construction) Crossovers and Bridges Parks, Gardens and Reserves, Footpaths and Walk trails Street Trees maintenance Traffic control Weed Management Parking Facilities Cemetery Maintenance Waste Management Private Works Plant and Machinery Traffic counts Heavy Haulage Approvals	

PRESIDENT'S REPORT

I am pleased to present this annual report to the community, reflecting what has been a challenging yet productive year for your Council. This is my first report as President and the period since October 2015 has been busy but productive and enjoyable.

The Chief Executive Officer has also prepared a report in this Annual Report in which he has summarised a number of the main issues addressed by Council in 2015/16. I don't intend to repeat that process but will touch on a couple of the major issues that occurred during the year.

Swimming Pool Redevelopment

Practical completion of the new swimming pool was achieved in February 2016 which was some 2 months later than Council had hoped. Whilst this delay was met with disappointment, feedback received by Council since the opening has been overwhelmingly positive and confirms that the vision Council had for the pool was in keeping with that of the community.

Some aspects of the design that are particularly pleasing are the universal access to the pools and amenities building, the grassed terraced areas and timber gazebos that provide comfortable and shaded areas for patrons to enjoy and the beach volleyball court that will hopefully become an attraction for our youth.

The work of the swimming pool community fundraising group needs to be acknowledged. This group, under the chairmanship of Cr Pat Scallan, carried out a large number of fundraising initiatives and resulted in over \$224,000 being raised. Whilst all donations were gratefully received I would like to single out the generosity of Talison Lithium for their donation of over \$160,000 towards the project.

Shire Administration Office Redevelopment

For a number of years the Council has been aware that that the administration office provided poor working conditions for a number of staff, predominantly due to a lack of space. Several years ago Community Services and Ranger staff were relocated to space adjacent to the visitor centre due to a lack of room at the administration office.

The development of the new library at Somme Creek Parklands saw the space formerly occupied by the library made available for expansion of the administration office. Some considerable renovation works to the downstairs space were carried out as part of the office redevelopment project, particularly restorative works to the sub-floor timbers, footings and floors. Significant cracking in the downstairs walls was also repaired. These works were completed during the year and the feedback received from staff and the public has been extremely positive.

Bridgetown Sportsground Change Rooms Redevelopment

The poor condition of the change rooms at Bridgetown Sportsground had been known for several years and the redevelopment has seen improved facilities to a contemporary standard for both junior and senior sport. I have been made aware that many tradespersons and football club members provide free or discounted services to assist in completing the project and that is something we should all be proud of.

Council Elections

In recent years the State Government has expressed concerns about the lessening of candidates in local government elections and the number of unopposed elections. It was therefore pleasing to see five candidates for the three vacancies in the South Ward at the October 2015 elections. That all three sitting councillors were returned is I believe a credit to the work that the Council has done over the last few years.

I was honoured to be elected as Shire President by the Council and will strive to ensure that Council reflects, through its action and plans, what the community desires in maintaining levels of services to a high standard. I wish to acknowledge the work done by Cr Tony Pratico, during his years as Shire President.

Conclusion

I would like to thank my fellow councillors for their work in 2015/16. Thanks must also go to our Chief Executive Officer, Mr Tim Clynch, his senior management team of Michelle Larkworthy, Elizabeth Denniss and Lindsay Crooks, and all the staff that are employed at the Shire.

I would encourage all electors to take a strong interest in our Shire's affairs and urge you to contact Councillors and/or staff should you have any issues or concerns with Council matters. Your continued input is vital in ensuring that the services and strategic direction of Council is representative of your views.

Finally, I would like to thank the army of volunteers who provide such a wide array of services that keep this community safe, vibrant and appealing to both visitors and residents. I applaud your service.

JOHN NICHOLAS JP
SHIRE PRESIDENT



CHIEF EXECUTIVE OFFICER'S REPORT

During 2015/16 the following meetings of Council were held:

- 12 Ordinary Council meetings;
- 6 Special Council Meetings;
- 10 Standing Committee Meetings; and
- 1 Annual General Meeting of Electors.

In addition to these meetings councillors also attended a number of workshops and meetings, both locally and regionally throughout the year.

There were a number of issues and projects that occurred during 2015/16 and these are commented on below:

➤ Council Elections

Ordinary Council elections were held on Saturday 17 October 2015. One vacancy applied for the North Ward and three vacancies for the South Ward.

At its ordinary meeting held on 26 March 2016 Council resolved to conduct the 2015 elections as a postal election, appointing the Electoral Commissioner to be responsible for the conduct of the election.

The Western Australian Electoral Commission appointed Elizabeth Doust as Returning Officer for the Shire of Bridgetown-Greenbushes' elections.

Tony Pratico was the only candidate that nominated for the North Ward therefore he was elected unopposed to a 4 year term, expiring 19 October 2019. Candidates for the three vacancies in the South Ward were John Nicholas, Doreen Mackman, Marta Sandberg, Michael Southwell and Joann Moore. At the conclusion of the count, the Returning Officer declared John Nicholas, Doreen Mackman and Joann Moore elected for 4 year terms, expiring 19 October 2019.

The full results are set out in the following table:

South Ward

Candidates	Votes	Percentage
Nicholas, John	689	27.56%
Mackman, Doreen	453	18.12%
Sandberg, Marta	334	13.36%
Southwell, Michael	438	17.52%
Moore, Joann	586	23.44%
Total Valid Votes	2500	
Total number of Electors: 2,550 = 39.41% turnout		

➤ Election of President and Deputy President

Following the ordinary local government elections a Special Council meeting was held on 19 October 2015 for the purpose of swearing in the newly elected councillors and for the Council to elect a President and Deputy President. Two nominations for President were received from Cr Nicholas and Cr Pratico and a

secret ballot resulted in a tied vote (noting one councillor was an apology for the meeting). The meeting was adjourned to 22 October 2015 and at that meeting another secret ballot was conducted and the same tied result occurred. As there was a tied vote, lots were drawn as per Schedule 4.1(5) of the Local Government Act 1995 and the CEO declared Cr Nicholas elected President for the term of office expiring on 21 October 2017. Cr Wilson was the sole nominee for Deputy President therefore he was declared unopposed to that position.

➤ **Construction of the New Swimming Pool**

As at 1 July 2015 the new pool was in the process of being constructed. At the time a completion date of mid-December was planned however in October 2015 consultation with Safeway Building and Renovations Pty Ltd confirmed that the December completion date would not be met and a revised completion date in February 2016 was set. Reasons given by the builder for the delay included issues associated with the earthworks and site conditions and delays in obtaining up-front approvals from the Health Department of Western Australia.

The Shire understood it was a wet site as a geo tech report identified certain issues, however once works began the site was identified as being more problematic than the initial engineering assessment indicated. This resulted in the need for additional earthworks and fill on site to ensure the new facility was built on a strong foundation.



Construction Works June/July 2015

This delay was of great disappointment to Council, recognizing the disappointment in the community. The community had already had to bear one summer without a pool and it was now apparent that a good proportion of the 2015/16 summer would also suffer the same. In response to this concern Council ran a free bus service to and from the Boyup Brook Pool from late December to late January, running a loop from Bridgetown to Greenbushes to Boyup Brook and reverse. Although the take up of the service wasn't great it did allow those people without easy vehicular access to attend another pool.

Construction continued past December 2015 with practical completion being achieved in February 2016.



Completed Works – February 2016

The opening day for the public to attend the pool was promoted as a free community open day and was held on Saturday 27 February 2016. Almost 800 patrons attended this first day and a great time was had by all.



Pool Opening Day 27 February 2016
Photos courtesy of Lee Steinbacher

The official opening of the pool was held on 15 April 2016 with the pool being officially opened by the Minister for Regional Development and our own Member for Warren Blackwood, the Hon Terry Redman, MLA.



Official Opening of Pool 15 April 2016
Photo courtesy of Lee Steinbacher

The pool remained open until 25 April 2016 at which time its seasonal closure occurred. In the period 27 February to 25 April approximately 7,000 patrons used the pool.

The main outcome of the pool project was the design and construction of a modern, fully compliant outdoor 25m, 8 lane pool plus leisure/learn-to-swim pool. The second outcome of the project is the integration of two, former stand-alone facilities (swimming pool and recreation centre) into one recreation complex. The integration allows for operating efficiencies and for the complex to be open longer hours.

The main elements of the completed project were:

- Construction of a 25m pool with a separate leisure/children's pool;
- Universal access into the complex, pools and amenities building;
- A new amenities building including change rooms, meeting room and manager's office;
- Installation of filtration, chlorination and water monitoring systems;
- Spectator shade areas;
- Upgraded pool concourse;
- Multi-use programmable beach sports court; and

- Integration with the Recreation Centre to improve management and streamline operational costs of both facilities.

The project has resulted in a modern outdoor aquatic facility that complements the other aquatic centres in the Warren Blackwood and South West Regions. Indoor swimming pools are located in Manjimup and Donnybrook and these are open all year round for use by the regional population. Not all people wish to swim in an indoor pool, especially in summer, and the Bridgetown aquatic facility has, even in its short operating period to date, proven to be an attractive option for residents within the region.

The new aquatic complex was built on best practice as relates to universal access and includes beach access at the leisure pool, ramped access into the 25m pool, two water-use wheel chairs as well as fully compliant accessible amenities. This is a vast improvement on the previous facility which actually inhibited access due to an aged facility design which did not include access elements for people with mobility issues.

The new leisure/learn-to-swim pool will encourage maximum take up of Learn to Swim and Infant Swim Classes as well as providing for the needs of Vac Swim and School Swimming Lessons. The addition of two extra lanes in the 25m pool allows for the provision of greater aqua aerobic classes without impinging on the lap swimmers, swim club and school requirements, thereby enabling a greater capacity for program implementation to encourage increased physical activity.

During the pool construction period a community working group was established to lead fundraising towards the pool. The focus of the fundraising was to “add value” to the project by funding elements that couldn’t be provided in the project budget.

At its December 2015 Meeting the Council formally accepted the proceeds of the swimming pool community fundraising initiative. The total amount raised was \$224,128.

Council expressed its gratitude and congratulated all members of the swimming pool fundraising working group for their outstanding efforts and the generosity of the community in supporting those efforts.

Council also expressed its gratitude and appreciation to all individuals, businesses and community groups that donated to the swimming pool community fundraising initiative, with special acknowledgment of the donation made by Talison Lithium of \$100,000 plus matched funding of \$ to \$ up to an additional \$100,000.

In considering the additional elements to be purchased with the extra funds, Council endorsed that as a first stage, an amount of \$96,600 be expended on gazebo roof insulation (3), the volleyball pit, an additional water feature, an additional shade sail for the leisure pool, an additional shade sail for the volleyball area, electronic door modifications, purchase of a water wheelchair, additional landscaping and fencing, additional gazebo furniture, additional software & point of sale elements, volleyball furniture and other minor items.

Council subsequently resolved to place the balance of the funds raised in a reserve account for the specific purpose of funding further new initiatives at the pool.

➤ **Continued Development of Integrated Planning and Annual Budget**

As a result of an August 2011 amendment to the Local Government Act 1995, the Act incorporates a statutory requirement for local governments in Western Australia to produce a set of strategic planning documents through an integrated planning process. The key documents in the Integrated Planning suite are the Strategic Community Plan, the Corporate Business Plan and the Annual Budget. They are supported by three other planning documents - the Asset Management Plan(s), Long Term Financial Plan and the Workforce Plan.

Council adopted its first Strategic Community Plan and 4 Year Corporate Business Plan in June 2013.

The Corporate Business Plan (CBP) is an internal business planning tool that translates Council priorities into operations within the resources available. The plan details the services, operations and projects a local government will deliver within a defined period. It also includes the processes for delivering these and the costs associated.

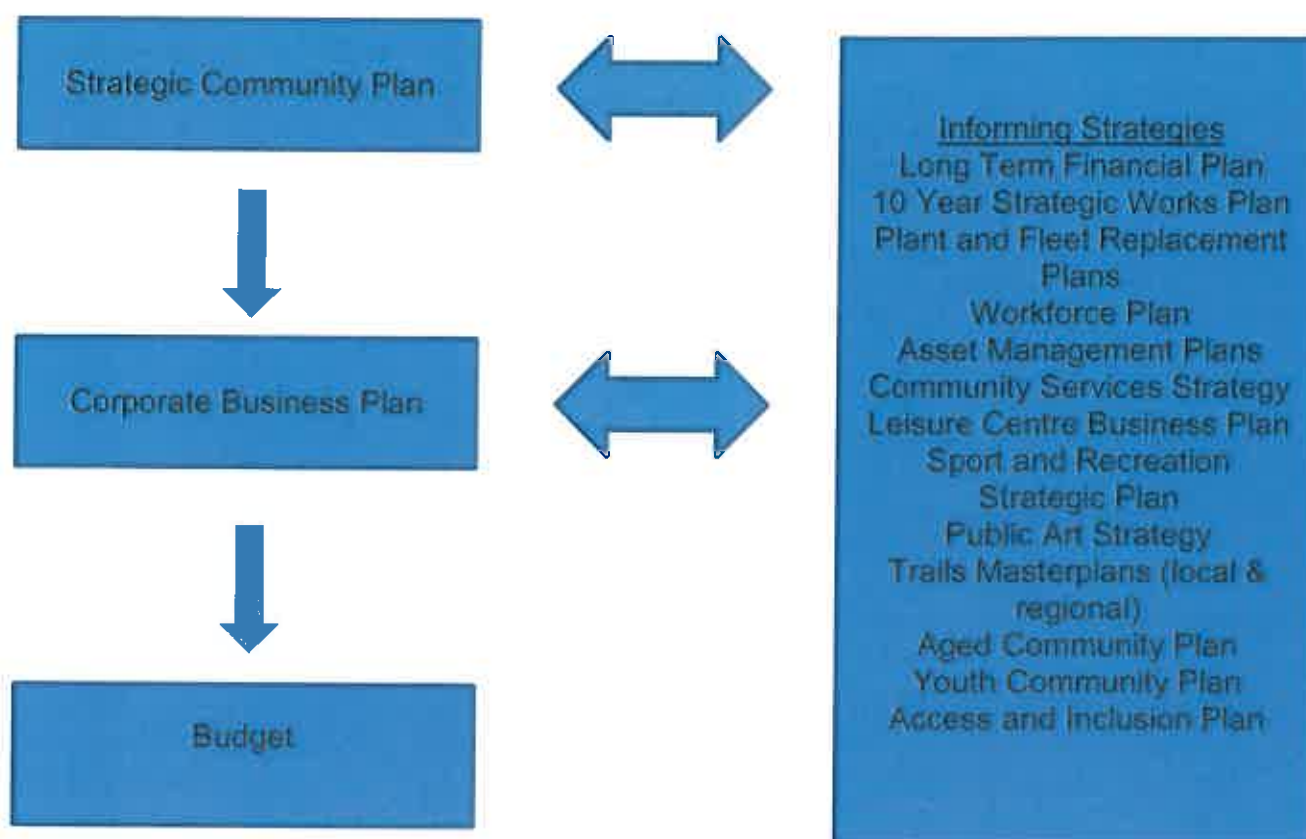
The Integrated Planning Framework and Guidelines of the Department of Local Government and Communities states that at a minimum a desk top review of the Strategic Community Plan should be undertaken every two years (following Council Elections), and a full review and renewed long-term visioning process be conducted every four years thus ensuring the community priorities and aspirations are kept up to date and relevant. With these guidelines in mind Council determined that it would conduct a desktop review of the Strategic Community Plan in 2015/16 after the October 2015 local government elections. Community consultation as part of the desktop review was actually commenced prior to the October 2015 elections and the intent of Council was to assess the results of the community survey and finalise the desktop review process in either late 2015 or early 2016.

On 24 December 2015 however advice was received from the Department of Local Government and Communities that all Strategic Community Plans need to have been through a full review process by 30 June 2017. Linking the review timetable to a post local government elections timeframe has been removed.

In response to this the Council determined to limit the desktop review process to a review of current strategies to confirm whether the strategies were still current as well as tidying up some of the wording of various strategies. Council also resolved to defer consideration of the community survey 2015 results with these results to feed into a full review of the Strategic Community Plan scheduled to commence in early 2016/17.

At the 11 February 2016 meeting of the Standing Committee councillors and senior staff reviewed the strategies contained in the existing Strategic Community Plan. At its ordinary February meeting Council endorsed these changes to the Strategic Community Plan as the conclusion of the desktop review process. Council determined that the reviewed Plan would form the basis of the community engagement process to be undertaken in 2016/17 for the full review of the Strategic Community Plan.

The figure below sets out the suite of documents that together form the Shire of Bridgetown-Greenbushes Integrated Planning Framework.



In April 2016 Senior Management undertook a review of the current Corporate Business Plan to identify items that have been achieved, items that required a change to the intended delivery timeline and/or costs and new initiatives that will assist Council in delivery of its Strategic Community Plan 2013.

The recommended changes were presented to Council at its Budget Workshop held 4 May 2016. Changes endorsed and made by Council at the workshop were incorporated into the review along with information contained in Council's recent review of its various 10 Year Capital Works Plans. All changes were compiled as an addendum to Council's Corporate Business Plan 2013-2017.

In June 2016 an 'Integrated Planning Review Cycle' was completed. This document formalised all the documents classified as Council's "Integrated Planning Framework", and set targets for reviewing all these documents over a 6 year period.

In addition to the reviews of Council's Strategic Community Plan and Corporate Business Plan in 2015/16, other integrated planning documents reviewed during the year were the Sport and Recreation Strategic Plan, the Age Friendly Community Plan, 10 Year Strategic Works Plan, and the Plant and Fleet Replacement Plan. Commenced but not completed in 2015/16 was a review of the Youth Friendly Community Plan.

At its meeting on 30 June 2016 Council adopted the following Asset Management Plans:

- Shire of Bridgetown-Greenbushes Transport Infrastructure Asset Management Plan 2016
- Shire of Bridgetown-Greenbushes Parks, Reserves and Other Infrastructure Asset Management Plan 2016
- Shire of Bridgetown-Greenbushes Property Infrastructure Asset Management Plan 2016
- Shire of Bridgetown-Greenbushes Plant and Equipment Asset Management Plan 2016

At the same meeting Council also adopted an Asset Management Strategy. The Asset Management Strategy includes an improvement plan that outlines 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.

The strategy document indicates there is currently a shortfall or 'gap' in actual funding (provided in Council's budget) compared to 'whole of life' renewal requirements (as determined using current data held on the assets' age, condition and levels of service provided). The underlying reasons for this 'gap' will need to be analysed to ensure that Council's existing levels of service provided to the community are sustainable. The analysis will 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'.

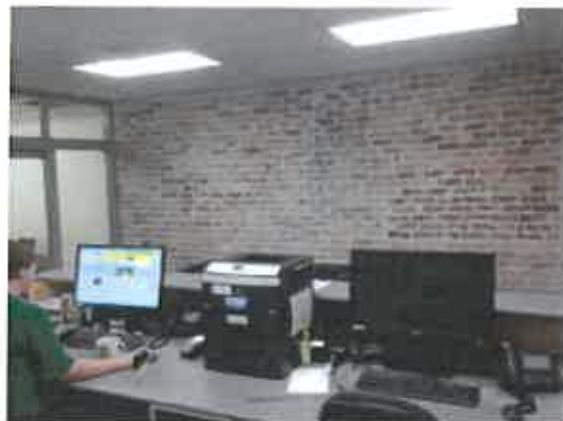
➤ **Redevelopment of the Shire Administration Office**

It was recognized by Council for many years that the current building that houses the administration office and Council Chambers was inadequate in a number of ways, including inadequate floor space and work areas, lighting, privacy for customers when discussing personal affairs, and ventilation. In particular the space limitations led to some staff being accommodated in separate offices adjacent to the Bridgetown Visitors Centre.

Concept plans for redevelopment of Administration Office were completed in 2013/14 and the works commenced in 2014/15. As at 30 June 2015 the works were significantly completed. Remaining works were predominantly completed by October 2015 with staff moving back into the customer service area and other areas downstairs.

Following the completion of the project a customer survey and a staff survey were conducted, with both surveys indicating a positive reflection of the project.

The redevelopment of the administration office resulted in the vacating of the office space adjacent to the visitor centre previously occupied by Shire Community Services and Ranger staff. This space was made available to the Blackwood Environment Society and Bridgetown-Greenbushes Community Landcare as there was a need for these groups to vacate the Bridgetown Railway Station due to the need to investigate the condition of that building prior to considering significant renovation works.



Completed Works Downstairs Redevelopment of Administration Office

➤ **Redevelopment of Change Rooms at Bridgetown Sportsground**

For several years the need to redevelop the change rooms at Bridgetown Sportsground has been identified as a project. The change rooms were small and offered inadequate space for team sports such as football and the facilities within the rooms were well below contemporary standards.

In consultation with the Bridgetown Football Club, Bridgetown Junior Football Club and Bridgetown Cricket Club concept plans for the redevelopment of the change rooms were prepared and presented to Council in 2014.

In May 2015 the Shire had been advised by the Department of Sport and Recreation that its application for funding had been approved and an amount of \$105,621 ex-GST had been allocated to the change rooms project. Council subsequently included this income in its 2015/16 budget, matched by total expenditure (materials & contracts only) of \$316,864.

Work on the project couldn't commence until the conclusion of the 2015 football season. Over the winter work occurred on converting the concept plans to detailed design plans, including engineering structural assessment of the existing structure and the structural requirements for the new building.

In September 2015 work commenced with disconnection of electricity followed by demolition of the old change rooms other than the roof structure. Significant retaining walls works had to be completed before construction of the rooms commenced. Over summer and autumn construction of the new rooms occurred,

including brickwork, windows, plumbing and electrical services, tiling, etc. Towards the end of the project external concrete pathways and ramps were constructed.

The project was essentially completed by May 2016 with some minor works being completed shortly after.



External Works – Bridgetown Sportsground Change Rooms



Internal Works – Bridgetown Sportsground Change Rooms

➤ **Review of Age Friendly Community Plan**

At its June 2016 meeting Council adopted a revised draft Age Friendly Community Plan 2016-20 to replace the former Age Friendly Community Plan 2011-2015.

The revised Age Friendly Community Plan provides a clear snapshot of the current socio-economic and physical wellbeing of members of the community aged 60 years and over and has been compiled to aid Council's decision making regarding the current and future needs and concerns of this demographic of the community over the next 4 years.

The revised Age Friendly Community Plan was prepared after extensive community engagement including interviews with a large number of service providers,

community forums in Bridgetown and Greenbushes, a community survey and a formal public submission period.



Bridgetown Workshop – Review of Age Friendly Community Plan

➤ **Regional Cooperation**

The Shire of Bridgetown-Greenbushes continued to be a member of the Warren Blackwood Alliance of Councils (formerly Warren Blackwood Strategic Alliance) together with the Shires of Manjimup and Nannup.

In 2015/16 the Alliance's main focus was on investigating the possible establishment of a Local Tourist Organisation (LTO). The primary objectives in establishing an LTO would be the development of a regional brand, consolidation of existing marketing by individual visitor centres into a consolidated effort, maximising the effectiveness of local government expenditure in tourism, reduction of administrative costs, provision of a unified voice for tourism in the region and the elimination of duplicated expenditure by visitor centres.

As at 30 June 2016 the Alliance had yet to receive the draft report into the establishment of an LTO.

In 2015/16 the Alliance also continued to progress planning for a regional bridle trail from Bridgetown to the south coast. This project has been project managed by staff of the Shire of Bridgetown-Greenbushes on behalf of the Alliance.

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.

➤ **Works Program**

Set out below were the main features of the 2015/16 works program:

Road Works

Winneup Road (progressive reconstruction/upgrade)
Nelson Street (reconstruction)
Kendall Road (widening and reconstruction)
Lefroy Road (gravel resheeting)
Walter Willis Road (gravel resheeting)
Dalmore Road (gravel resheeting)
Carbunup Brook Road (gravel resheeting)
Kingston Road (gravel resheeting)
Elphick Fleeton Road (gravel resheeting)

Crowd Wheatley Road (gravel resheeting)
Strathmore Road (gravel resheeting)
Krsuls Road

Significant funds were also expended on roadside vegetation removal.

Drainage Works

Phillips Street
Jephson Street
Bunbury Street
Grange Road
Retention of normal drainage maintenance allocations

Footpath Projects

Roe Street
Henry Street (Hester Street to Campbell Street)
Hampton Street (Lockley Avenue to Nelson Street)
Disability access improvements



Footpath – Henry Street



Footpath – Roe Street



Slades Bridge



Elphick Fleeton Road



Nelson Street

➤ **Bridgetown Leisure Centre**

With the integration of the recreation centre and swimming pool the whole facility was rebadged the 'Bridgetown Leisure Centre' with a new logo also unveiled.

In 2014/15 the gym had been relocated from the mezzanine level to ground level in order to facilitate a 24 hour access system for members. There were a number of complications in setting up the required access system and this will be completed in 2016/17.

The mezzanine level had been converted into a health and fitness room but after receiving feedback from a number of users that the surface of the floor was not suitable for all types of fitness classes Council allocated funds during the year and made some improvements.

➤ **Community Grants, Service Agreements and Other Donations**

In 2015/16 Council continued to provide significant levels of financial assistance to the community, being the sum of \$120,000 in service agreements, community grants and donations.

➤ **Sourced Grants**

In addition to Roads to Recovery funding the Shire was fortunate to submit a number of successful grant applications in 2015/16 including blackspot funding for Brockman Highway, Commodity Routes funding for Kendall Road, Regional Roads Group funding for Winneup Road and funding for a number of recreation programs. Grant funding was also obtained for detailed investigations into the possible redevelopment of the Bridgetown Railway Station to a relocated visitor centre.

➤ **Development Issues**

In 2015/16 the Shire of Bridgetown-Greenbushes issued a total of 161 building permits with a development value of \$17,335,481 which included 44 new residences. This compared to the statistics for 2014/15, being 183 permits with a construction value of \$18,347,139 (46 new residences).

A total of 118 development (planning) approvals were issued (compared to 87 in 2014/15). This does not include scheme amendments, structure plans or subdivision applications.

➤ **Waste Issues**

Approvals were obtained for expansion of the Bridgetown Waste Disposal Site and a new cell was completed. At the same time 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.



Construction of the New Cell



First Waste Load at the New Cell

During the year notice was given by the Department of Environment Protection that the liquid waste disposal ponds at Bridgetown and Greenbushes would require closure in 2016/17. Discussions were held with the Shire of Manjimup about local liquid waste contractors accessing a new site being developed by that local government.

A review of opening hours at the Bridgetown Waste Disposal Site occurred via public survey and the result was that no change to existing hours occurred.

A review of kerbside rubbish and recycling collection areas occurred where prospective new collection areas were identified and residents of those areas were surveyed. Council determined that commencing 1 July 2016 the collection services would be expanded to Four Seasons Estate, Whittellis Road and North Greenbushes.

➤ **Other Notable Items**

- Council's Trails Development Advisory Committee continued to identify opportunities to link local trails including walk, bridle, canoe and mountain bike trails. Upgrade of the Old Abattoir walk trail occurred.
- The 2016 volunteers function was held in May at Memorial Park. This was a significant change from previous years and came about after feedback was received that the consumption of alcohol was becoming too great a focus of the function and that holding it at night wasn't suitable for attendance by volunteers that have young children. The function was catered using staff resources. There was mixed feedback after the event, on the whole more positive than negative, and in 2017 it will again be held in the park however some subtle changes will be made in recognition of the many suggestions that were received from those that attended the 2016 function.
- Australia Day events were held in Bridgetown and Greenbushes, the latter hosted by the Greenbushes Ratepayers and Residents Association.
- Acquisition of land along Geegelup Brook continued in accordance with Council's applicable policy.
- The review of the Municipal Heritage Inventory continued.
- A comprehensive review of Council's Extractive Industry regulatory requirements was completed, resulting in significant changes to applicable policy and revocation of the applicable local law.
- Completion of terraced seating in Memorial Park was completed in time for the 2015 Blues at Bridgetown Festival. Later, Blues at Bridgetown commenced work on constructing additional terraced walls above the terraced seating to assist with setup of their 'Blues Owls Nest' venue. These works are expected to be completed in 2016/17, prior to the 2016 Blues Festival.
- In 2014/15 Bridgetown was selected to participate in the RAC Electric Highway initiative. A site in the railway car park was selected for the proposed electric vehicle (EV) recharge station. Participation in this project is seen to have two-fold benefits. The first is that any marketing of the "electric highway" will include Bridgetown and owners of EV's will be encouraged to visit Bridgetown. The second benefit is that the RAC is renowned for its high level of marketing to its members and non-members and any initiative with the RAC branding is likely to be the subject of a high level marketing campaign and this will be viewed by many people that don't own EV's. Unfortunately

installation of the recharge station in the railway carpark was impeded by policies of the Public Transport Authority and Brookfield Rail and throughout 2015/16 Shire staff liaised with those agencies and the RAC to determine a solution. Such a solution is expected in 2016/17.

- In 2012 Council had resolved to investigate redevelopment of the Bridgetown Railway Station for relocation of the visitor centre. Local architect David Singe was subsequently engaged to prepare conceptual plans and these were completed in 2013/14. Taking into account concerns to some design aspects of the proposal being raised by the State Heritage, Council agreed to some modifications and resolved to formally submit the plans to the Heritage Council for assessment and/or approval. The revisions to the plans were made and in March 2015 written support was received from both the State Heritage Office and Public Transport Authority. In May 2015 Council resolved to proceed to the preparation of detailed design plans that would allow a full costing of the proposal to be undertaken and to obtain the final statutory approvals from the Heritage Council and Public Transport Authority. In 2015/16 a grant was obtained for this work and it was commenced with a view to Council making a decision on the future use of the railway station by mid 2016/17.
- In partnership with Bridgetown RSL and with assistance of Commonwealth grant funding a new "Battle of the Somme" memorial at Somme Creek Parklands was erected and unveiled.
- New enterprise bargaining agreements were negotiated for all Shire staff.
- In September 2015 LGIS Risk Management was engaged to assist in the development of an organisational risk management framework. A key component of the framework is the establishment of an organisational risk register. A 'Risk Management' policy was presented and endorsed by Council in December 2015. The policy documents Council's commitment and objectives regarding managing uncertainty that may impact the Shire's strategies, goals or objectives. An important component of the policy is the inclusion and endorsement of the Shire's Risk Assessment and Acceptance Criteria. All organisational risks will be assessed and reported at a corporate level according to the adopted assessment and acceptance criteria to allow consistency and informed decision making.
- A detailed review of the Firebreak Order was completed in June 2016 where some changes to definitions were made, the due date for property compliance was brought forward and new requirements made for garden waste heaps and stump grinding.
- A review of the financial systems and procedures was undertaken and presented to Council in June 2016. The review was undertaken as an internal process as the previous such review had been conducted by external contractor. The overall findings of the review were consistent with recent audit reports which have found that adequate controls and procedures are embedded within the organisation and maintained to a high standard. This review has found that the financial systems are appropriate and maintain significant controls for the correct financial management of the organisation. A small number of minor items were raised as recommendations for improvement.

➤ **Appreciation**

In conclusion I thank all staff for their efforts during 2015/16. As at 30 June 2016 the Shire employed 64 full-time and part-time employees and 36 casual employees

which added up to an approximate full-time equivalent (FTE) of 51 positions. The whole of the Shire staff is responsible for a diverse range of duties and handle them most effectively and efficiently.

I would especially like to thank the members of my executive team, being the Executive Manager Corporate Services Michelle Larkworthy, the Executive Manager Community Services Elizabeth Denniss and the Executive Manager Works & Services Lindsay Crooks.

Permanent or contracted employees that left the employ of the Shire in 2015/16 were:

- David Dhu
- Julie-Ann Herod
- Graeme Pollett
- Ruth Finch
- Michael Mills-Borley
- Rob Pankhurst

New permanent or contracted employees commencing with the Shire in 2015/16 were:

- Kevin Waddington
- Daniel Baker
- Steven Blake
- Joseph Jones

Finally, in conclusion I would also like the express appreciation for the efforts of the Elected Members in 2015/16 for their work on behalf of the community.

Tim Clynych
Chief Executive Officer



PART 2 – STRATEGIC COMMUNITY PLAN PROGRESS

Overview of Council's Strategic Community Plan

Council initially adopted its Strategic Community Plan in June 2013. In 2015/16 Council conducted a desktop review of the Plan with a revised Plan being adopted in February 2016. Detailed comment on the review of the Strategic Community Plan is contained in the CEO's Report of the Annual Report.

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 Strategic Community Plan prioritises community aspirations giving consideration to:

- Social objectives
- Economic objectives
- Environmental objectives
- Factors such as changing demographics and land use.

The Shire of Bridgetown-Greenbushes Strategic Community Plan reflects the vision for the future and is the principal strategic guide for our future planning and activities. Based on the community engagement conducted during its preparation, the Plan sets out the vision for the Shire's future and captured the community's aspirations and values.

A strategic objective has been developed for each of the four identified key areas of community interest being, economic, environmental, social and civic leadership, the objectives of each being:

1. Economic – a strong, resilient and balanced economy
2. Environment – our unique natural and built environment is protected and enhanced
3. Social – our community enjoys a high quality of life
4. Civic Leadership – a collaborative and engaged community

Desired outcomes have been determined to achieve each of the objectives after considering the capacity of the Shire's current and future resources, along with demographic trends.

The Shire's ability to achieve the desired outcomes may be influenced by other levels of government. The table on the following page lists the outcomes and the various levels of government which may have significant influence on the Shire's ability to achieve these outcomes. Where achievement of an outcome is primarily influenced by Shire strategies and actions no other level of government is indicated. With respect to 'region' the reference is to regional collaboration.

Extract from Shire of Bridgetown-Greenbushes Strategic Community Plan 2016

		Outcomes	Region	State	Federal
ECONOMIC	1.1	A diverse range of employment opportunities.	○	○	
	1.2	Ensure infrastructure and services are provided for future development in keeping with the environment.	○	○	○
	1.3	Improved access to technology and communications in line with the national standard.	○	○	○
	1.4	The aged care sector is one of the Shire's important economic drivers.		○	○
	1.5	Maintain an appropriate standard of transport networks, roads and pathways.	○	○	○
	1.6	The Bridgetown CBD is a safe and amenable trafficable area.		○	
ENVIRONMENT	2.1	Maintain the heritage and character of the main streets in Bridgetown and Greenbushes.		○	
	2.2	Recognition and retention of our cultural, indigenous and heritage assets.		○	
	2.3	Improve parkland areas and public open spaces.		○	
	2.4	Protect and better utilise the river and natural landscape as an asset to the Shire.		○	
	2.5	Our communities are 'fire prepared'.	○	○	
	2.6	An effective drainage network.			
	2.7	Efficient and effective waste management services.	○		
	2.8	Natural resources are used efficiently and effectively.			
	2.9	Increased community involvement in managing the natural environment.		○	
	2.10	Increased resilience to manage environmental threats.		○	
SOCIAL	3.1	Maintain a high standard of lifestyle, recreational and cultural facilities.		○	
	3.2	Bridgetown-Greenbushes is an aged friendly community.			
	3.3	A diverse population.			
	3.4	Maintain a safe community.		○	
	3.5	Maintain and enhance community services including health, education and housing.		○	
	3.6	Volunteers and community groups continue to be acknowledged and supported.			
	3.7	A wide range of local and regional events.	○	○	
	3.8	Maintain our strong sense of community.			
	3.9	Improved education and employment opportunities for youth.	○	○	
	3.10	An inclusive and accessible community.			
CIVIC LEADERSHIP	4.1	A community that actively participates in civic life.			
	4.2	A high standard of governance and accountability.			
	4.3	To be strong advocates representing the community's interests.			
	4.4	The Shire provides a can-do approach within the regulatory framework.			
	4.5	Long term financial viability.			
	4.6	The revenue needs are managed in an equitable and sustainable manner.			
	4.7	A high standard of human resource management practices.			
	4.8	To increase regional collaboration.	○		
	4.9	Maintain appropriate emergency services and planning.	○	○	
	4.10	Best practice asset management.			

Corporate Business Plan Review

The Corporate Business Plan activates the Strategic Community Plan by responding to:

- Council's distillation and prioritisation of the community's short, medium and long term aspirations.
- Existing operational plans, priorities and external factors impacting on resourcing.
- The assessment and integration of services and business area plans.

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

Council endorsed the annual review of its Corporate Business Plan at its June 2016 meeting.

Detailed comment on the review of the Strategic Community Plan is contained in the CEO's Report of the Annual Report.

Corporate Business Plan – Annual Reporting of Implementation

Appendix 2 at the end of the Annual Report is a copy of an annual reporting spreadsheet for the year ending 30 June 2016, showing how the specific actions within the Corporate Business Plan were implemented in 2015/16.

Major initiatives or actions that were completed in 2015/16 or are a continuing project into 2016/17 include:

- Redevelopment of the Bridgetown Swimming Pool including integration with the adjacent recreation centre
- Redevelopment of the Shire Administration Office
- Expansion of the Bridgetown Waste Disposal Site
- Implementation of local trails plan
- Planning for the regional bridle trail
- Completion of asset management plans
- Continuation of fair value requirements
- Annual Road, Footpath and Drainage construction programs
- Plant replacement in accordance with Plant Replacement Plan
- Redevelopment of change rooms at Bridgetown Sportsground
- Further investigation into the use of and redevelopment of the Bridgetown Railway Station
- Review of Visitor Servicing and associated Tourism Strategy
- Potential redevelopment of the Bridgetown Railway Station including investigation into possible use as a relocated Visitor Centre
- Review of the Age Friendly Community Plan and Youth Friendly Community Plan
- Planning for a proposed light industrial area next to the Bridgetown Sportsground
- Lobbying for additional mobile phone coverage and NBN rollout

- Review of the Municipal Inventory (heritage buildings)
- Progressive acquisition of land adjacent to Geegelup Brook
- Preparation of a Shire fire management plan
- A comprehensive review of the firebreak notice was completed
- A review of rubbish collection areas was completed
- Review of opening hours at the Bridgetown Waste Disposal Site
- Renewal of a funding agreement for the community landcare service
- Community survey
- Improvements to Shire and Visitor Centre websites
- Development of a risk management framework

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 & Communities. The report provides questions relating to a Council's compliance with the requirements of the Local Government Act 1995 across a range of areas. For the 2015 year, the Compliance Audit Report covered the following areas:

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

The annual Compliance Audit Return was considered by Council's Audit Advisory Committee before being presented to Council at its February 2016 meeting where it was formally accepted and endorsed. After completing the responses to questions contained in the 2015 Compliance Audit return it should be noted that total compliance was achieved in all areas.

Complaints to the State Ombudsman

During 2015/16 no complaints regarding actions or operations of the Shire were received from the State Ombudsman.

Public Interest Disclosures

A local government is required to appoint one of its officers to act as the Council's Public Interest Disclosures Officer under the *Public Interest Disclosures Act 2003*. The CEO has appointed the Executive Manager Community Services to fulfil this role. 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.

No disclosures were received in relation to the Shire of Bridgetown-Greenbushes during 2015/16.

Freedom of Information Matters

Council's Freedom of Information Statement and Procedures Manual are reviewed annually, along with all other Council policies. During 2015/2016 Council reviewed its Policies and no changes were made to the Freedom of Information Statement & Procedures Manual.

During 2015/16 year, the Shire received no FOI requests.

National Competition Policy

Local Government is 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 2015/2016, there was no requirement for competitive neutrality testing.

Report on Disability Access & Inclusion Plan

Me 2! Program

Over the last past 5 years Council has invested more than \$8 million in community based accessible infrastructure including the development of a state of the art library, new Aquatic Centre, upgrade of a fitness trail and multi-purpose use trails. The focus of Council over the 2015-2016 financial year has been to promote programs within the new facilities that encourage inclusion and participation across the community.

Council received funding from the Disability Service Commission to implement a project to achieve inclusion and participation over 18 months. The "Me 2!" program has been carefully planned to foster a sense of ownership and belonging in people with disability toward the Shire's facilities. This is achieved by expanding service delivery to offer new activities as term programs. Participation in the term programs is open to all members of the community. The term programs are facilitated by staff (trained as part of this program), to support the learning, participation and inclusion of people with disability.

The program is giving people with disability input regarding the ongoing facilitation of each program offered under "Me 2!" by accessing the programs. Participation numbers and feedback forms act as indicators to assess the term activities for continuation past the funding period. A key focus of Me 2! is also to increase understanding of people with disability within the organisation and in the broader community. This has included staff training to ensure staff capacity to support and deliver popular term programs beyond the funding period.

It was not considered necessary for staff to pursue formal qualifications in the field of disability services; however training specific to the enhancement of service delivery was considered a key outcome of this project so that the services and activities can continue to be delivered in both a sustainable and respectful manner. The initial stage of "Me 2!" involved training customer service staff in general disability awareness training, and training facility staff in disability awareness specific to their area of operation. This supported staff responsible for implementing term programs

as part of "Me 2!", ensuring the quality of the programs for all participants and encouraging the potential sustainability of the term programs. This was considered essential to ensure people with disability feel welcomed, included and able to participate in all activities offered in every Shire facilities.

It became obvious during the implementation of the first term program that investment in training specific staff to facilitate a program, without access to the training in-house, posed a risk given the high turnover of casual staff in the facilities and the cost and logistics associated with sourcing external training providers. Officers identified a need to retain the training content to pass on to new staff, therefore it was agreed to invest in an online training platform to ensure the flexibility and accessibility of the training approach by the organisation.

The ability to remain flexible and fine tune each term program or even each session within a term program has been greatly beneficial to allow feedback to instructors, shifts in planning, promotion and implementation of the program to ensure the needs of people with disability are being addressed and to attract as many participants as possible to each program. This has required ongoing feedback from the participants to the steering group to ensure the programs are flexible and meeting their needs and requirements.

The community based steering group acts as a central point of program development and review. Initially the steering group met fortnightly to support detailed project development and to problem solve issues arising during the development and implementation stages of the project. Once Me 2! Was underway the steering group meets monthly to receive updates from facility coordinators and assess feedback from clients and agencies as part of the ongoing program monitoring and refinement.

Community Morning Tea

On Feb 24 2016 the bi-annual shire sponsored morning tea was held at the Emporium Bistro for all people over the age of 55 (or 45 if people with disability) as a way of promoting Councils Access and Inclusion Advisory Committee and to connect with this important demographic of the community. The bi-annual event was recommended by the Access and Inclusion Advisory Committee, as a means of facilitating an ongoing community conversation and instigates a regular informal consultation to encourage community engagement with the committee and Council.

The morning tea encouraged the members of the Committee to become recognisable to the seniors' community. It is hoped that this will facilitate a regular informal consultation to encourage community engagement with members of the Access and Inclusion Committee. Each participant at the morning tea was asked to fill out a brief survey to gauge current community opinion on a few main objectives from the Age Friendly Communities Plan and the DAIP. The next morning tea will be held in Greenbushes.

Police Station Access

In April 2015 an important accessibility issue was brought to the attention of the Access and Inclusion Advisory Committee. Members of the community reported a major accessibility issue with the Bridgetown Police Station. It was practically impossible for people with mobility restrictions or people in wheelchairs to access the local police station.

Once this issue was minuted, shire officers contacted the Bridgetown Police Station where the Acting Officer in Charge initiated the required process with the Building and Maintenance Department of the WA Police to proceed with an inspection of the Bridgetown Police Station. Shire officers met with the Police Department building inspectors and the local Police Officers to discuss and review the access of the station with a speedy and positive decision to rectify the accessibility to the entrance of the station as soon as possible.

Work began early this year and is now complete guaranteeing all members of the community access to the police station. This was a great result for the Access and Inclusion Advisory Committee and an example of the important work they undertake in communicating community concerns and pursuing an outcome.

ACROD Parking Bays

During a review of town centre parking bays for people with disability by the Access and Inclusion Committee, three new locations were identified that would suit the requirements of an ACROD bay and increase the accessibility to the CBD for people with disability. A recommendation was taken to Council to request the investigation and negotiation of a lease agreement with the owners of the potential ACROD bay locations for the purpose of installing ACROD parking bays. Initial contact has been made and Council are working toward increasing ACROD bay numbers along the main street.

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 2015/16.

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 \$100 000 or more;
- (b) the number of those employees with an annual salary entitlement that falls within each band of \$10 000 over \$100 000.

In 2015/16 five employees of the Shire of Bridgetown-Greenbushes were entitled to an annual salary of \$100 000 or more. The applicable bands were:

- \$100,000-\$110,000 – 3
- \$110,000-\$120,000 – 1
- \$180,000-\$190,000 - 1

Local Laws

Under Section 3.16 of the *Local Government Act 1995*, Council is required to review its local laws every eight years to determine if they should be amended, repealed or left unchanged.

During the 2015/16 year Council undertook the statutory review of all of its local laws except the Extractive Industries Local Law (as this local law was already under review). At the end of the advertising period Council resolved to make amendments to three of its Local Laws, being:

- Cemeteries Local Law
- Keeping and Welfare of Cats Local Law
- Parking and Parking Facilities Local Law

Council further resolved to remake the Health Local Law during 2017.

The process for making amendments to the above local laws has commenced and the outcome will be reported in the 2016/17 Annual Report.

In June 2016 the Extractive Industry Repeal Local Law was adopted by Council.

Local Laws which remain unchanged are:

- Activities in Thoroughfares and Trading in Thoroughfares and Public Places 2000 (amended 2007 and 2012)
- Bush Fire Brigades 2000 (amended 2009)
- Dogs 2000 (amended 2001, 2008, 2011 and 2014)
- Fencing 2004 (amended 2007 and reviewed without amendment in 2008)
- Health 2001, (amended 2003)
- Local Government Property 2000 (reviewed 2008 without amendment in 2008; amended by the Minister in 2015)
- Pest Plants 2009

Record Keeping Plan (State Records Act 2000)

The Shire of Bridgetown-Greenbushes Record Keeping Plan approved by the State Records Commission in 2014 was prepared with its objectives to ensure:

- Compliance with Section 19 of the *State Records Act 2000*
- Best practice record keeping is conducted in accordance with State Records Commission Standards and Records Management Standard AS15489
- Processes are in place to facilitate the complete and accurate record of business transactions and decisions
- Recorded information can be retrieved quickly, accurately and cheaply when required
- Protection and preservation of government records

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 August 2015 and successive major reviews will be

undertaken every five years. In between the major reviews or the Record Keeping Plan Council reviews all policies associated with the Plan on an annual basis.

The Shire conducts an ongoing Record Keeping Training Program which includes both existing and new employees. This program covers, amongst other things, the roles and responsibilities of employees with regards to compliance with the Shire's Record Keeping Plan.

The Shire has an electronic record keeping system (Synsoft) which is used to record all incoming mail/documents.

Electronic record keeping programs are also used for recording of financial data, building approvals, planning approvals, property ownership & rating details, purchasing, cemetery registers and dog & cat ownership.

Workload Indicators

Total Incoming Items Registered in Synergy	4277
These items are registered as follows:	
General Correspondence	1885
Emails	1266
Building Application	254
Customer Service Requests	872
Human Resource	65
Planning Applications	138
File Notes	nil
Submissions	10
Tenders	nil

Total Outgoing Items Registered in Synergy	2200
These items are registered as follows:	
General Correspondence	865
Emails	413
Building	410
Health	19
Human Resource	82
Planning	411

The Shire's Records Officer attended meetings of the South West Information Group (SWIM). This group of Local Government Records Officers meet quarterly to discuss issues, advances and matters of interest.

Equal Opportunities Management Plan

Section 145 of the Equal Employment Opportunities Act requires an authority to prepare and implement an Equal Opportunity Management Plan.

The Shire of Bridgetown-Greenbushes developed an Equal Opportunities Action Plan 2015-2017 which was forwarded to the Public Sector Commission in December 2014.

PART 4 – FINANCIALS

APPENDIX 1

ANNUAL FINANCIAL REPORT AND INDEPENDENT AUDIT REPORT

SHIRE OF BRIDGETOWN-GREENBUSHES
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

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Principal place of business:
1 Steere Street
BRIDGETOWN WA 6255

**SHIRE OF BRIDGETOWN-GREENBUSHES
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

**LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Bridgetown-Greenbushes being the annual financial report and other information for the financial year ended 30 June 2016 are in my opinion properly drawn up to present fairly the financial position of the Shire of Bridgetown-Greenbushes at 30 June 2016 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.

Signed as authorisation of issue on the 23rd day of November 2016



Tim Clynn
Chief Executive Officer

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 \$	2016 Budget \$	2015 \$
Revenue				
Rates	22	3,955,837	3,934,151	3,707,858
Operating grants, subsidies and contributions	29	1,481,010	1,302,564	3,272,957
Fees and charges	28	1,476,114	1,619,380	1,451,710
Interest earnings	2(a)	203,188	177,799	206,546
Other revenue	2(a)	198,771	162,772	149,286
		<u>7,314,920</u>	<u>7,196,666</u>	<u>8,788,357</u>
Expenses				
Employee costs		(3,980,675)	(4,271,498)	(3,838,682)
Materials and contracts		(1,822,868)	(1,917,663)	(1,776,735)
Utility charges		(205,038)	(198,863)	(169,743)
Depreciation on non-current assets	2(a)	(3,623,819)	(3,790,859)	(3,192,896)
Interest expenses	2(a)	(92,537)	(105,881)	(31,471)
Insurance expenses		(221,383)	(224,498)	(231,766)
Other expenditure		(244,962)	(260,839)	(242,470)
		<u>(10,191,282)</u>	<u>(10,770,101)</u>	<u>(9,483,763)</u>
		<u>(2,876,362)</u>	<u>(3,573,435)</u>	<u>(695,406)</u>
Non-operating grants, subsidies and contributions	29	3,029,242	3,029,653	1,013,610
Profit on asset disposals	20	5,027	260	7,961
(Loss) on asset disposals	20	(57,037)	(80,795)	(41,168)
(Loss) on revaluation of Infrastructure - bridges		0	0	(891,622)
Net result		<u>100,870</u>	<u>(624,317)</u>	<u>(606,625)</u>
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	12	(133,807)	0	74,085,676
Total other comprehensive income		<u>(133,807)</u>	<u>0</u>	<u>74,085,676</u>
Total comprehensive income		<u>(32,937)</u>	<u>(624,317)</u>	<u>73,479,051</u>

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 \$	2016 Budget \$	2015 \$
Revenue	2(a)			
Governance		10,309	10,360	602
General purpose funding		5,121,806	5,092,590	6,815,771
Law, order, public safety		379,931	238,175	314,834
Health		21,042	16,500	16,340
Education and welfare		43,052	4,617	25,561
Housing		8,580	13,330	14,134
Community amenities		949,277	930,675	932,122
Recreation and culture		254,339	369,034	175,654
Transport		186,315	164,890	193,129
Economic services		146,105	166,550	150,335
Other property and services		194,164	189,945	149,875
		<u>7,314,920</u>	<u>7,196,666</u>	<u>8,788,357</u>
Expenses	2(a)			
Governance		(971,880)	(985,634)	(954,061)
General purpose funding		(113,138)	(113,089)	(157,893)
Law, order, public safety		(779,193)	(705,756)	(691,923)
Health		(90,620)	(102,078)	(89,482)
Education and welfare		(207,765)	(187,359)	(134,125)
Housing		(31,115)	(34,764)	(30,776)
Community amenities		(1,379,871)	(1,458,358)	(1,330,997)
Recreation and culture		(2,325,854)	(2,553,453)	(2,213,155)
Transport		(3,552,530)	(3,772,301)	(3,208,253)
Economic services		(515,932)	(609,436)	(550,021)
Other property and services		(130,847)	(141,992)	(91,606)
		<u>(10,098,745)</u>	<u>(10,664,220)</u>	<u>(9,452,292)</u>
Finance costs	2(a)			
General purpose funding		0	(100)	(16)
Community amenities		(8,563)	(21,790)	(10,707)
Recreation and culture		(82,359)	(82,376)	(17,266)
Economic services		(1,615)	(1,615)	(3,482)
		<u>(92,537)</u>	<u>(105,881)</u>	<u>(31,471)</u>
		<u>(2,876,362)</u>	<u>(3,573,435)</u>	<u>(695,406)</u>
Non-operating grants, subsidies and contributions	29	3,029,242	3,029,653	1,013,610
Profit on disposal of assets	20	5,027	260	7,961
(Loss) on disposal of assets	20	(57,037)	(80,795)	(41,168)
(Loss) on revaluation of Infrastructure - bridges		0	0	(891,622)
		<u>0</u>	<u>0</u>	<u>(891,622)</u>
Net result		<u>100,870</u>	<u>(624,317)</u>	<u>(606,625)</u>
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	12	(133,807)	0	74,085,676
Total other comprehensive income		<u>(133,807)</u>	<u>0</u>	<u>74,085,676</u>
Total comprehensive income		<u><u>(32,937)</u></u>	<u><u>(624,317)</u></u>	<u><u>73,479,051</u></u>

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2016

	NOTE	2016 \$	2015 \$
CURRENT ASSETS			
Cash and cash equivalents	3	4,262,064	7,461,736
Trade and other receivables	4	308,961	257,749
Inventories	5	14,342	17,759
TOTAL CURRENT ASSETS		4,585,367	7,737,244
NON-CURRENT ASSETS			
Other receivables	4	139,582	150,692
Property, plant and equipment	6	33,091,176	32,122,218
Infrastructure	7	175,661,241	173,434,323
TOTAL NON-CURRENT ASSETS		208,891,999	205,707,233
TOTAL ASSETS		213,477,366	213,444,477
CURRENT LIABILITIES			
Trade and other payables	8	456,379	755,564
Current portion of long term borrowings	9	282,952	179,085
Provisions	10	881,140	870,359
TOTAL CURRENT LIABILITIES		1,620,471	1,805,008
NON-CURRENT LIABILITIES			
Long term borrowings	9	2,268,674	2,051,626
Provisions	10	100,690	67,375
TOTAL NON-CURRENT LIABILITIES		2,369,364	2,119,001
TOTAL LIABILITIES		3,989,835	3,924,009
NET ASSETS		209,487,531	209,520,468
EQUITY			
Retained surplus		114,657,202	112,424,903
Reserves - cash backed	11	2,779,412	4,910,841
Revaluation surplus	12	92,050,917	92,184,724
TOTAL EQUITY		209,487,531	209,520,468

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 30TH JUNE 2016

NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
	114,468,428	3,473,941	18,099,048	136,041,417
	(606,625)	0	0	(606,625)
12	<u>0</u>	<u>0</u>	<u>74,085,676</u>	<u>74,085,676</u>
	(606,625)	0	74,085,676	73,479,051
	(1,436,900)	1,436,900	0	0
	<u>112,424,903</u>	<u>4,910,841</u>	<u>92,184,724</u>	<u>209,520,468</u>
	100,870	0	0	100,870
12	<u>0</u>	<u>0</u>	<u>(133,807)</u>	<u>(133,807)</u>
	100,870	0	(133,807)	(32,937)
	2,131,429	(2,131,429)	0	0
	<u>114,657,202</u>	<u>2,779,412</u>	<u>92,050,917</u>	<u>209,487,531</u>

unction with the accompanying notes.

**SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2016**

	NOTE	2016 Actual \$	2016 Budget \$	2015 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		3,971,598	3,929,151	3,702,724
Operating grants, subsidies and contributions		1,442,321	1,263,864	3,313,058
Fees and charges		1,492,658	1,626,380	1,484,826
Interest earnings		205,058	175,450	204,437
Goods and services tax		799,004	449,700	313,218
Other revenue		149,092	166,121	149,286
		<u>8,059,731</u>	<u>7,610,666</u>	<u>9,167,549</u>
Payments				
Employee costs		(3,918,611)	(4,246,498)	(3,805,851)
Materials and contracts		(2,138,543)	(1,869,146)	(1,419,304)
Utility charges		(224,951)	(198,663)	(170,545)
Interest expenses		(92,533)	(105,881)	(31,309)
Insurance expenses		(221,383)	(224,498)	(231,766)
Goods and services tax		(790,741)	(444,800)	(316,872)
Other expenditure		(227,210)	(255,839)	(244,288)
		<u>(7,613,972)</u>	<u>(7,345,325)</u>	<u>(6,219,935)</u>
Net cash provided by (used in) operating activities	13(b)	<u>445,759</u>	<u>265,341</u>	<u>2,947,614</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment		(2,417,287)	(5,147,881)	(716,927)
Payments for construction of infrastructure		(4,806,921)	(2,583,666)	(1,989,497)
Non-operating grants, subsidies and contributions		3,029,242	3,029,653	1,013,610
Proceeds from sale of fixed assets		218,696	173,000	58,855
Net cash provided by (used in) investment activities		<u>(3,976,270)</u>	<u>(4,528,894)</u>	<u>(1,633,959)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of debentures		(172,519)	(267,076)	(144,239)
Repayment of finance leases		(6,566)	(6,566)	(6,132)
Proceeds from self supporting loans		9,924	9,924	9,564
Proceeds from new debentures		500,000	500,000	1,710,000
Net cash provided by (used in) financing activities		<u>330,839</u>	<u>236,282</u>	<u>1,569,193</u>
Net increase (decrease) in cash held		(3,199,672)	(4,027,271)	2,882,848
Cash at beginning of year		7,461,736	7,461,736	4,578,888
Cash and cash equivalents at the end of the year	13(a)	<u>4,262,064</u>	<u>3,434,465</u>	<u>7,461,736</u>

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

SHIRE OF BRIDGETOWN-GREENBUSHES
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 Actual \$	2016 Budget \$	2015 Actual \$
Net current assets at start of financial year - surplus/(deficit)		<u>1,353,497</u>	<u>1,334,595</u>	<u>344,175</u>
		1,353,497	1,334,595	344,175
Revenue from operating activities (excluding rates)				
Governance		10,309	10,360	602
General purpose funding		1,165,874	1,158,339	3,107,794
Law, order, public safety		379,931	238,175	318,446
Health		21,042	16,500	19,446
Education and welfare		43,052	4,617	25,561
Housing		8,580	13,330	14,134
Community amenities		949,277	930,675	932,122
Recreation and culture		254,339	369,034	176,063
Transport		191,342	165,150	193,963
Economic services		146,105	166,550	150,335
Other property and services		<u>194,164</u>	<u>189,945</u>	<u>149,875</u>
		3,364,015	3,262,675	5,088,341
Expenditure from operating activities				
Governance		(973,436)	(987,884)	(983,457)
General purpose funding		(113,138)	(113,189)	(157,909)
Law, order, public safety		(787,085)	(705,756)	(693,044)
Health		(90,620)	(102,078)	(89,482)
Education and welfare		(207,765)	(187,359)	(134,125)
Housing		(31,115)	(34,764)	(30,776)
Community amenities		(1,395,515)	(1,480,148)	(1,341,704)
Recreation and culture		(2,411,848)	(2,636,474)	(2,238,805)
Transport		(3,589,403)	(3,850,201)	(4,102,142)
Economic services		(517,547)	(611,051)	(553,503)
Other property and services		<u>(130,847)</u>	<u>(141,992)</u>	<u>(91,606)</u>
		(10,248,319)	(10,850,896)	(10,416,553)
Operating activities excluded from budget				
(Profit) on disposal of assets	20	(5,027)	(260)	(7,961)
Loss on disposal of assets	20	57,037	80,795	41,168
Movement in deferred pensioner rates (non-current)		813	0	(9,636)
Movement in employee benefit provisions (non-current)		38,230	0	23,134
Loss upon revaluation of non-current assets		0	0	891,622
Depreciation and amortisation on assets	2(a)	<u>3,623,819</u>	<u>3,790,859</u>	<u>3,192,896</u>
Amount attributable to operating activities		<u>(1,815,935)</u>	<u>(2,382,232)</u>	<u>(852,814)</u>
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		3,029,242	3,029,653	1,013,610
Proceeds from disposal of assets	20	218,696	173,000	58,855
Purchase of property, plant and equipment	6(b)	(2,417,287)	(5,147,881)	(716,927)
Purchase and construction of infrastructure	7(b)	<u>(4,806,921)</u>	<u>(2,583,666)</u>	<u>(1,989,497)</u>
Amount attributable to investing activities		<u>(3,976,270)</u>	<u>(4,528,894)</u>	<u>(1,633,959)</u>
FINANCING ACTIVITIES				
Repayment of debentures	21(a)	(172,519)	(267,076)	(144,239)
Repayment of finance leases	21(b)	(6,566)	(6,566)	(6,132)
Proceeds from new debentures	21(c)	500,000	500,000	1,710,000
Self supporting loan principal income		9,924	9,924	9,564
Transfers to reserves (restricted assets)	11	(884,276)	(361,250)	(2,389,902)
Transfers from reserves (restricted assets)	11	<u>3,015,705</u>	<u>3,101,843</u>	<u>953,002</u>
Amount attributable to financing activities		<u>2,462,268</u>	<u>2,976,875</u>	<u>132,293</u>
Surplus(deficiency) before general rates		<u>(3,329,937)</u>	<u>(3,934,251)</u>	<u>(2,354,480)</u>
Total amount raised from general rates	22	<u>3,955,932</u>	<u>3,934,251</u>	<u>3,707,977</u>
Net current assets at June 30 c/fwd - surplus/(deficit)	23	<u><u>625,995</u></u>	<u><u>0</u></u>	<u><u>1,353,497</u></u>

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

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Preparation

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this financial report are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the 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.

Critical accounting 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 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.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 19 to these financial statements.

(b) 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.

(c) 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 that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

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

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) 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 goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(e) Inventories

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.

Land held for sale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

(f) 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.

Mandatory requirement to revalue non-current assets

Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.

During the year ended 30 June 2013, the Shire commenced the process of adopting Fair Value in accordance with the Regulations.

Whilst the amendments initially allowed for a phasing in of fair value in relation to fixed assets over three years, as at 30 June 2015 all non-current assets were carried at Fair Value in accordance with the requirements.

Thereafter, each asset class must be revalued in accordance with the regulatory framework established and the Shire revalues its asset classes in accordance with this mandatory timetable.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Fixed Assets (Continued)

Land under control

In accordance with Local Government (Financial Management) Regulation 16(a), the Shire was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

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 no cost or for nominal consideration, 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 acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

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 asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Fixed Assets (Continued)

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land, 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.

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

- a) Restated proportionately with the change in the gross carrying amount of the asset so that the carrying amount of the asset after revaluation equals its revalued amount; or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Major depreciation periods used for each class of depreciable asset are:

Buildings

Buildings - Long Life 81 to 120 years

Buildings - Medium Life 61 to 80 years

Buildings - Short Life 30 to 50 years

Furniture and equipment 4 to 15 years

Plant and equipment 3 to 25 years

Roads

Sealed roads and streets

formation not depreciated

pavement 60 years

seal

- bituminous seals 20 years

- asphalt surfaces 25 years

Gravel roads

formation not depreciated

pavement 60 years

Formed roads (unsealed)

formation not depreciated

pavement 60 years

Kerb barriers 50 years

Road signage 15 years

Footpaths

- cement concrete 50 years

- asphalt and bituminous seals 40 years

Drainage 80 years

Parks and ovals 10 to 50 years

Bridges

Road Bridges 80 years

Pedestrian Bridges 50 years

Other Infrastructure

Car Parks

formation not depreciated

pavement 60 years

seal 25 years

Street furniture 15 years

Bus Shelters 15 years

Reservoirs and dams 50 years

Swimming pool and associated infrastructure 50 years

All Other Infrastructure 30 years

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Fixed Assets (Continued)

Depreciation (Continued)

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.

Capitalisation threshold

The following minimal capitalisation thresholds for the realisation of capital assets has been applied:

\$2,000 - for property, plant and equipment

\$5,000 - for infrastructure assets

(g) Fair Value of Assets and Liabilities

When performing a revaluation, the Shire uses a mix of both independent and management valuations using the following as a guide:

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.

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.

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Fair Value of Assets and Liabilities (Continued)

Fair value hierarchy (Continued)

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 an asset at its current service capacity.

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.

As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued in accordance with the regulatory framework.

(h) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Shire becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Shire commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Financial Instruments (Continued)

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Shire has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Financial Instruments (Continued)

Classification and subsequent measurement (continued)

(iv) Available-for-sale financial assets (Continued)

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

(v) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the Shire no longer has any significant continual involvement in the risks and benefits associated with the asset.

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.

(i) Impairment of Assets

In accordance with Australian Accounting Standards the Shire's 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.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(i) Impairment of Assets (Continued)

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 assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

(j) 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 normally paid within 30 days of recognition.

(k) Employee Benefits

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. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Other long-term employee benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on 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.

(l) 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.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(n) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

(o) Investment in Associates

An associate is an entity over which the Shire has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Shire's share of net assets of the associate. In addition, the Shire's share of the profit or loss of the associate is included in the Shire's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the Shire's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the Shire and the associate are eliminated to the extent of the Shire's interest in the associate.

When the Shire's share of losses in an associate equals or exceeds its interest in the associate, the Shire discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the Shire will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

(p) Interests in Joint Arrangements

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Interests in Joint Arrangements (Continued)

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 16.

(q) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 2(c). That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.

(r) 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.

(s) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. 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 even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire's intentions to release for sale.

(t) Rounding Off Figures

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

(u) 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 statement, 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.

(v) 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.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

(continued)

Standards for Application in Future Periods

Amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods,

pending pronouncements that are relevant to the Shire, applicable to future reporting periods and which have not yet been

	Issued / Compiled	Applicable ⁽¹⁾	Impact
19	December 2014	1 January 2018	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Shire, it is not anticipated the Standard will have any material effect.
	December 2014	1 January 2017	<p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend upon the nature of future transactions the Shire has with those third parties it has dealings with. It may or may not be significant.</p>
	February 2016	1 January 2019	<p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability onto their statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position once AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the Shire, the impact is not expected to be significant.</p>

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

(continued)

Standards for Application in Future Periods (Continued)

Issued / Compiled	Applicable ⁽¹⁾	Impact
August 2014	1 January 2016	<p>This Standard amends AASB 11: <i>Joint Arrangements</i> to require the acquirer of an interest (both initial and additional) in a joint operation in which the activity constitutes a business, as defined in AASB 3: <i>Business Combinations</i>, to apply all of the principles on business combinations accounting in AASB 3 and other Australian Accounting Standards except for those principles that conflict with the guidance in AASB 11; and disclose the information required by AASB 3 and other Australian Accounting Standards for business combinations.</p> <p>Since adoption of this Standard would impact only acquisitions of interests in joint operations on or after 1 January 2016, management believes it is impracticable at this stage to provide a reasonable estimate of such impact on the Shire's financial statements.</p>
August 2014	1 January 2016	<p>This Standard amends AASB 116 and AASB 138 to establish the principle for the basis of depreciation and amortisation as being the expected pattern of consumption of the future economic benefits of an asset. It also clarifies the use of revenue-based methods to calculate the depreciation of an asset is not appropriate nor is revenue generally an appropriate basis for measuring the consumption of the economic benefits embodied in an intangible asset.</p> <p>Given the Shire currently uses the expected pattern of consumption of the future economic benefits of an asset as the basis of calculation of depreciation, it is not expected to have a significant impact.</p>
December 2014	1 January 2017	<p>Consequential changes to various Standards arising from the issuance of AASB 15.</p> <p>It will require changes to reflect the impact of AASB 15.</p>

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

(continued)

Standards for Application in Future Periods (Continued)

	Issued / Compiled	Applicable ⁽¹⁾	Impact
Notes:	January 2015	1 January 2016	<p>This Standard amends AASB 101 to provide clarification regarding the disclosure requirements in AASB 101. Specifically, the Standard proposes narrow-focus amendments to address some of the concerns expressed about existing presentation and disclosure requirements and to ensure entities are able to use judgement when applying a Standard in determining what information to disclose in their financial statements.</p> <p>This Standard also makes editorial and consequential amendments as a result of amendments to the Standards listed in the title column.</p> <p>It is not anticipated it will have any significant impact on disclosures as they currently exist and any changes will relate to presentation.</p>
	March 2015	1 July 2016	<p>The objective of this Standard is to extend the scope of AASB 124 <i>Related Party Disclosures</i> to include not-for-profit sector entities.</p> <p>The Standard is expected to have a significant disclosure impact on the financial report of the Shire as both Elected Members and Senior Management will be deemed to be Key Management Personnel and resultant disclosures will be necessary.</p>

coming on or after the given date.

Standards

Of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory

Notes:

Accounting Standards arising from the withdrawal of AASB 1031 Materiality

Accounting Standards - Fair Value Disclosures of Not-for-Profit Public Sector Entities

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

2. REVENUE AND EXPENSES

(a) Net Result

The Net result includes:

(i) Charging as an expense:

Auditors remuneration

- Audit of the Annual Financial Report	14,700	14,100
- Other services	0	2,009

Depreciation

Buildings - non-specialised	25,332	24,925
Buildings - specialised	614,741	593,458
Furniture and equipment	35,155	49,453
Plant and equipment	368,588	347,392
Infrastructure - roads	2,112,596	1,768,000
Infrastructure - footpaths	74,289	49,894
Infrastructure - drainage	88,447	66,543
Infrastructure - parks and ovals	161,431	190,023
Infrastructure - bridges	109,288	90,927
Infrastructure - other	33,952	0
Infrastructure - car parks	0	12,199
Infrastructure - standpipes	0	82
	<u>3,623,819</u>	<u>3,192,896</u>

Interest expenses (finance costs)

Debentures (refer Note 21 (a))	90,922	29,406
Finance lease (refer Note 21 (b))	1,615	2,049
Interest on overdraft	0	16
	<u>92,537</u>	<u>31,471</u>

Rental charges

- Operating leases	61,653	50,050
	<u>61,653</u>	<u>50,050</u>

(ii) Crediting as revenue:

Other revenue

Reimbursements and recoveries	139,519	92,958
Other	59,252	56,328
	<u>198,771</u>	<u>149,286</u>

	2016 Actual \$	2016 Budget \$	2015 Actual \$
Interest earnings			
- Self supporting loans	2,349	2,349	2,708
- Reserve funds	72,557	65,000	85,494
- Other funds	86,402	75,000	79,134
Other interest revenue (refer note 27)	41,880	35,450	39,210
	<u>203,188</u>	<u>177,799</u>	<u>206,546</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

2. REVENUE AND EXPENSES (Continued)

(b) Statement of Objective

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

COMMUNITY VISION

A wonderful place to live, work, invest and visit with the community working together to achieve shared objectives.

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE

Objective:

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

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

Objective:

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Objective:

To provide services to help ensure a safer community.

Activities:

Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH

Objective:

To provide an operational framework for good community health.

Activities:

Food quality, pest control, and support the operation of child health clinics.

EDUCATION AND WELFARE

Objective:

To support disadvantaged persons, the elderly, children and youth.

Activities:

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

Objective:

Help ensure adequate housing.

Activities:

Maintenance of staff and rental housing.

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

2. REVENUE AND EXPENSES (Continued)

(b) Statement of Objective (Continued)

COMMUNITY AMENITIES

Objective:

Provide services required by the community.

Activities:

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

Objective:

To establish and manage efficiently infrastructure and resources which will help the social well being of the community.

Activities:

Maintenance of halls, the aquatic centre, recreation centre and various reserves; operation of library, heritage facilities and cultural activities.

TRANSPORT

Objective:

To provide effective and efficient transport services to the community.

Activities:

Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, depot maintenance and parking control.

ECONOMIC SERVICES

Objective:

To help promote the Shire and improve its economic wellbeing.

Activities:

The regulation and provision of tourism, area promotion, economic development, building control, (agricultural) noxious weeds management and water standpipes.

OTHER PROPERTY AND SERVICES

Activities:

Private works, plant repairs and operation costs, business units activities and directorate costs.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

Function/ Activity	Opening Balance ⁽¹⁾ 1/07/14 \$	Received ⁽²⁾ 2014/15 \$	Expended ⁽³⁾ 2014/15 \$	Closing Balance ⁽¹⁾ 30/06/15 \$	Received ⁽²⁾ 2015/16 \$	Expended ⁽³⁾ 2015/16 \$	Closing Balance 30/06/16 \$
Transport	30,243			30,243			30,243
General Purpose Funding	150,000		(150,000)	0			0
General Purpose Funding	292,643		(292,643)	0			0
Law, Order & Public Safety	34,897		(34,897)	0			0
Law, Order & Public Safety	2,644		(2,644)	0			0
Education & Welfare	10,000			10,000		(9,000)	1,000
Recreation & Culture	13,547		(11,293)	2,254		(2,254)	0
Her Recreation & Culture	0	4,250		4,250		0	4,250
Her Recreation & Culture	0	4,250		4,250		0	4,250
Transport	0	10,000		10,000		(10,000)	0
Transport	0	299,259	(282,393)	16,866		(16,866)	0
Education & Welfare	0	10,000		10,000			10,000
Her Recreation & Culture	0	1,710,000		1,710,000		(1,710,000)	0
Her Recreation & Culture	0	15,230		15,230			15,230
Education & Welfare	0	10,000		10,000		(10,000)	0
Education & Welfare	0	5,000		5,000			5,000
Law, Order & Public Safety	0	37,225		37,225		(37,225)	0
Her Recreation & Culture	0			0	14,297		14,297
Transport	0			0	60,000	(20,386)	39,614
Law, Order & Public Safety	0			0	43,343		43,343
Her Recreation & Culture	0			0	12,000	(11,628)	372

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

Function/ Activity	Opening Balance ⁽¹⁾ 1/07/14 \$	Received ⁽²⁾ 2014/15 \$	Expended ⁽³⁾ 2014/15 \$	Closing Balance ⁽¹⁾ 30/06/15 \$	Received ⁽²⁾ 2015/16 \$	Expended ⁽³⁾ 2015/16 \$	Closing Balance 30/06/16 \$
her Recreation & Culture	0			0	5,000	(3,861)	1,139
onomic Services	0			0	6,250		6,250
lucation & Welfare	0			0	41,059	(5,460)	35,599
aw, Order & Public Safety	0			0	13,575	(8,859)	4,716
	<u>533,974</u>	<u>2,105,214</u>	<u>(773,870)</u>	<u>1,865,318</u>	<u>195,524</u>	<u>(1,845,539)</u>	<u>215,303</u>

venue in a previous reporting period which were not expended at the close of the previous reporting period.

recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by

recognised as revenues in a previous reporting period or received in the current reporting period and which were expended or specified by the contributor.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

3. CASH AND CASH EQUIVALENTS		Note	2016	2015
			\$	\$
Unrestricted			1,482,652	2,550,895
Restricted			2,779,412	4,910,841
			<u>4,262,064</u>	<u>7,461,736</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:				
Leave reserve	11		167,856	162,941
Plant Reserve	11		209,777	293,226
Land & Building Reserve	11		676,544	1,387,948
Bush Fire Reserve	11		19,383	18,815
Maranup Ford Road Maintenance Reserve	11		96,220	93,402
Subdivision Reserve	11		314,824	292,375
Sanitation Reserve	11		179,685	75,757
Recreation Centre Floor Reserve	11		166,148	161,283
MGB Reserve	11		70,343	68,283
Refuse Site Post Closure Reserve	11		187,581	177,227
Drainage Reserve	11		3,542	3,438
Community Bus Replacement Reserve	11		82,617	65,613
SBS Tower Replacement Reserve	11		29,112	28,260
Playground Equipment Reserve	11		14,793	11,640
Swimming Pool Reserve	11		4,082	3,962
Car Park Reserve	11		874	848
ROMANS Reserve	11		4,351	4,224
Building Maintenance Reserve	11		65,085	53,454
Strategic Projects Reserve	11		27,347	36,415
Matched Grants Reserve	11		20,615	29,657
Aged Care Infrastructure Reserve	11		51,630	45,257
Equipment Reserve	11		3,900	1,355
Assets & GRV Valuation Reserve	11		31,052	30,143
Bridgetown Leisure Centre Reserve	11		136,748	0
Unspent grants	2(c)		215,303	155,318
Unspent loans	21(d)		0	1,710,000
			<u>2,779,412</u>	<u>4,910,841</u>
4. TRADE AND OTHER RECEIVABLES			2016	2015
			\$	\$
Current				
Rates outstanding			109,900	124,773
Sundry debtors			188,038	115,669
GST receivable			377	4,544
Loans receivable - clubs/institutions			10,297	9,924
Accrued interest on investments			349	2,287
Accrued interest on loans - clubs/institutions			0	7
Prepayments			0	545
			<u>308,961</u>	<u>257,749</u>
Non-current				
Rates outstanding - pensioners			89,675	90,563
Loans receivable - clubs/institutions			45,215	55,512
ESL outstanding - pensioners			4,692	4,617
			<u>139,582</u>	<u>150,692</u>
5. INVENTORIES			2016	2015
			\$	\$
Current				
Fuel and materials			14,342	17,759
			<u>14,342</u>	<u>17,759</u>

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

6 (a) PROPERTY, PLANT AND EQUIPMENT

	2016	2015
	\$	\$
Land and buildings		
Land - freehold at:		
- Independent valuation 2014	5,523,800	5,523,800
- Additions after valuation	42,739	15,204
	<u>5,566,539</u>	<u>5,539,004</u>
Land - vested in and under the control of Council at:		
- Independent valuation 2014	2,210,000	2,210,000
	<u>2,210,000</u>	<u>2,210,000</u>
	<u>7,776,539</u>	<u>7,749,004</u>
Buildings - non-specialised at:		
- Independent valuation 2014	814,000	814,000
- Additions after valuation	45,166	1,371
Less: accumulated depreciation	<u>(50,256)</u>	<u>(24,925)</u>
	808,910	790,446
Buildings - specialised at:		
- Independent valuation 2014	19,877,200	19,877,200
- Additions after valuation	1,666,495	391,073
Less: accumulated depreciation	<u>(1,208,200)</u>	<u>(593,459)</u>
	20,335,495	19,674,814
	<u>21,144,405</u>	<u>20,465,260</u>
Total land and buildings	<u>28,920,944</u>	<u>28,214,264</u>
Plant and equipment at:		
- Independent valuation 2013	0	1,567,563
- Management valuation 2013	0	1,888,484
- Management valuation 2016	3,907,840	0
- Additions after valuation	0	834,297
Less accumulated depreciation	<u>0</u>	<u>(632,662)</u>
	3,907,840	3,657,682
Furniture and equipment at:		
- Management valuation 2015	0	250,272
- Management valuation 2016	262,392	0
Less accumulated depreciation	<u>0</u>	<u>0</u>
	262,392	250,272
	<u>33,091,176</u>	<u>32,122,218</u>

The fair value of property, plant and equipment is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost, given they were acquired at arms length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation 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 property, plant and equipment to be shown at fair value.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

inued)

s of property, plant and equipment between the beginning and the end of the current financial year.

Balance at the beginning of the Year \$	Additions \$	(Disposals) \$	Revaluation Increments/ (Decrements) Transferred to Revaluation \$	Impairment (Losses)/ Reversals \$	Depreciation (Expense) \$	Transfers \$	Carrying Amount at the End of Year \$
4,763,200	0	0	0	0	0	0	4,763,200
<u>2,985,804</u>	<u>27,535</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,013,339</u>
7,749,004	27,535	0	0	0	0	0	7,776,539
790,446	43,796	0	0	0	(25,332)	0	808,910
<u>19,674,814</u>	<u>1,275,422</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(614,741)</u>	<u>0</u>	<u>20,335,495</u>
20,465,260	1,319,218	0	0	0	(640,073)	0	21,144,405
<u>28,214,264</u>	<u>1,346,753</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(640,073)</u>	<u>0</u>	<u>28,920,944</u>
2,199,329	1,031,140	(211,082)	(529,079)	0	(212,157)	0	2,278,151
<u>1,458,353</u>	<u>0</u>	<u>(58,124)</u>	<u>385,891</u>	<u>0</u>	<u>(156,431)</u>	<u>0</u>	<u>1,629,689</u>
3,657,682	1,031,140	(269,206)	(143,188)	0	(368,588)	0	3,907,840
0	39,394		(25,784)				13,610
<u>250,272</u>	<u>0</u>	<u>(1,500)</u>	<u>35,165</u>	<u>0</u>	<u>(35,155)</u>	<u>0</u>	<u>248,782</u>
250,272	39,394	(1,500)	9,381	0	(35,155)	0	262,392
<u>32,122,218</u>	<u>2,417,287</u>	<u>(270,706)</u>	<u>(133,807)</u>	<u>0</u>	<u>(1,043,816)</u>	<u>0</u>	<u>33,091,176</u>

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

rued)

Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2014	Price per hectare / market borrowing rate
Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2014	Improvements to land using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2014	Price per square meter / market borrowing rate
Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2014	Improvements to land using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Market approach using recent observable market data for similar items / income approach using discounted cashflow methodology	Management valuation	June 2016	Price per item
Cost approach using depreciated replacement cost	Management valuation	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) Inputs

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

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Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Market approach using recent observable market data for similar items / income approach using discounted cashflow methodology	Management valuation	June 2016	Price per item
Cost approach using depreciated replacement cost	Management valuation	June 2016	Purchase costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) Inputs

regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were significantly higher or lower fair value measurement.

valuation techniques used by the local government to determine the fair value of property, plant and equipment using either

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

7 (a) INFRASTRUCTURE

	2016 \$	2015 \$
Infrastructure - roads		
- Independant valuation 2015	199,165,563	199,165,563
- Additions after valuation	1,423,841	0
Less accumulated depreciation	<u>(43,624,738)</u>	<u>(41,512,142)</u>
	156,964,666	157,653,421
Infrastructure - footpaths		
- Independant valuation 2015	3,178,210	3,178,210
- Additions after valuation	64,596	0
Less accumulated depreciation	<u>(813,494)</u>	<u>(739,205)</u>
	2,429,312	2,439,005
Infrastructure - drainage		
- Independant valuation 2015	7,075,793	7,075,793
- Additions after valuation	165,099	0
Less accumulated depreciation	<u>(2,651,403)</u>	<u>(2,562,956)</u>
	4,589,489	4,512,837
Infrastructure - parks and ovals		
- Independant valuation 2015	3,681,967	3,681,967
- Additions after valuation	292,382	0
Less accumulated depreciation	<u>(1,490,895)</u>	<u>(1,329,464)</u>
	2,483,454	2,352,503
Infrastructure - bridges		
- Independant valuation 2015	8,648,227	8,648,227
Less accumulated depreciation	<u>(3,966,051)</u>	<u>(3,856,763)</u>
	4,682,176	4,791,464
Infrastructure - other		
- Independant valuation 2015	1,101,480	1,101,480
- Additions after valuation	3,789,527	0
Less accumulated depreciation	<u>(443,275)</u>	<u>(409,323)</u>
	4,447,732	692,157
Works in progress		
- Roads	36,792	0
- Drainage	1,620	0
- Bridges	26,000	0
- Other Infrastructure	<u>0</u>	<u>992,936</u>
	64,412	992,936
	<u>175,661,241</u>	<u>173,434,323</u>

The fair value of infrastructure is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost. Given they were acquired at arms length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation 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 infrastructure to be shown at fair value.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1 class of infrastructure between the beginning and the end of the current financial year.

Balance at the beginning of the financial year	Additions	Transfer from Works in Progress	(Disposals)	Impairment (Losses)/ Reversals	Depreciation (Expense)	Works in Progress	Carrying Amount at the End of the Year
	\$	\$	\$	\$	\$	\$	\$
3,421	1,423,841	0	0	0	(2,112,596)	0	156,964,666
3,005	64,596	0	0	0	(74,289)	0	2,429,312
2,837	165,099	0	0	0	(88,447)	0	4,589,489
2,503	292,382	0	0	0	(161,431)	0	2,483,454
1,464	0	0	0	0	(109,288)	0	4,682,176
2,157	2,796,591	992,936	0	0	(33,952)	0	4,447,732
2,936	0	(992,936)	0	0	0	64,412	64,412
1,323	4,742,509	0	0	0	(2,580,003)	64,412	175,661,241

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Cost approach using depreciated replacement cost	Independent registered valuers	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Cost approach using depreciated replacement cost	Independent registered valuers	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Cost approach using depreciated replacement cost	Independent registered valuers	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Cost approach using depreciated replacement cost	Independent registered valuers	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Cost approach using depreciated replacement cost	Independent registered valuers	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Cost approach using depreciated replacement cost	Independent registered valuers	June 2015	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were significantly higher or lower fair value measurement.

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 30TH JUNE 2016

8. TRADE AND OTHER PAYABLES

	2016	2015
	\$	\$
Current		
Sundry creditors	285,485	665,669
Accrued interest on debentures	284	280
Accrued salaries and wages	72,666	47,425
ATO liabilities	4,240	144
Retentions	93,704	42,046
	<u>456,379</u>	<u>755,564</u>

9. LONG-TERM BORROWINGS

	2016	2015
	\$	\$
Current		
Secured by floating charge		
Debentures	263,180	172,519
Finance lease	19,772	6,566
	<u>282,952</u>	<u>179,085</u>
Non-current		
Secured by floating charge		
Debentures	2,268,674	2,031,854
Finance Lease	0	19,772
	<u>2,268,674</u>	<u>2,051,626</u>

Additional detail on borrowings is provided in Note 21.

10. PROVISIONS

	Provision for Annual Leave \$	Provision for Long Service Leave \$	Total \$
Opening balance at 1 July 2015			
Current provisions	426,024	444,335	870,359
Non-current provisions	0	67,375	67,375
	<u>426,024</u>	<u>511,710</u>	<u>937,734</u>
Additional provision	302,201	107,273	409,474
Amounts used	(282,644)	(82,734)	(365,378)
Balance at 30 June 2016	<u>445,581</u>	<u>536,249</u>	<u>981,830</u>
Comprises			
Current	445,581	435,559	881,140
Non-current	0	100,690	100,690
	<u>445,581</u>	<u>536,249</u>	<u>981,830</u>

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

Actual 2016 Transfer to	Actual 2016 Transfer (from)	Actual 2016 Closing Balance	Budget 2016 Opening Balance	Budget 2016 Transfer to	Budget 2016 Transfer (from)	Budget 2016 Closing Balance	Actual 2015 Opening Balance	Actual 2015 Transfer to	Actual 2015 Transfer (from)	Actual 2015 Closing Balance
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
4,915	0	167,856	162,941	5,119	0	168,060	157,943	4,998	0	162,941
254,362	(337,811)	209,777	293,226	252,919	(404,350)	141,795	57,700	235,526	0	293,226
25,350	(736,754)	676,544	1,387,948	18,279	(806,241)	599,986	1,693,422	101,097	(406,571)	1,387,948
568	0	19,383	18,815	26	(18,000)	841	18,238	577	0	18,815
2,818	0	96,220	93,402	2,935	0	96,337	90,537	2,865	0	93,402
22,449	0	314,824	317,374	19,500	0	336,874	233,618	58,757	0	292,375
103,928	0	179,685	48,612	2,313	0	50,925	5,176	70,581	0	75,757
4,865	0	166,148	161,284	5,067	0	166,351	156,336	4,947	0	161,283
2,060	0	70,343	68,284	2,145	0	70,429	66,189	2,094	0	68,283
10,354	0	187,581	177,227	10,725	0	187,952	171,790	5,437	0	177,227
104	0	3,542	3,438	108	0	3,546	1,755	1,683	0	3,438
17,004	0	82,617	65,613	17,533	0	83,146	61,177	4,436	0	65,613
852	0	29,112	28,260	888	0	29,148	27,393	867	0	28,260
3,153	0	14,793	11,640	520	0	12,160	9,959	3,109	(1,428)	11,640
120	0	4,082	3,962	124	0	4,086	12,660	302	(9,000)	3,962
26	0	874	848	27	0	875	822	26	0	848
127	0	4,351	4,223	133	0	4,356	11,443	281	(7,500)	4,224
39,671	(28,040)	65,085	53,454	1,679	0	55,133	3,348	50,106	0	53,454
10,932	(20,000)	27,347	36,415	10,516	(20,000)	26,931	34,237	3,083	(905)	36,415
742	(9,784)	20,615	29,657	783	(4,730)	25,710	31,646	969	(2,958)	29,657
6,373	0	51,630	45,257	6,579	0	51,836	33,671	11,586	0	45,257
2,545	0	3,900	1,355	2,621	0	3,976	5,176	2,164	(5,985)	1,355
909	0	31,052	22,643	711	0	23,354	55,731	1,590	(27,178)	30,143
224,348	(87,600)	136,748	1,865,388	0	(1,848,522)	16,866	0	0	0	0
145,701	(1,795,716)	215,303	0	0	0	0	533,974	1,822,821	(491,477)	1,865,318
884,276	(3,015,705)	2,779,412	4,901,266	361,250	(3,101,843)	2,160,673	3,473,941	2,389,902	(953,002)	4,910,841

financial institutions and match the amount shown as restricted cash in Note 3 to this financial report.

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

erve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

ose of the reserve

- used to fund annual and long service leave requirements.
- used for the purchase of major plant.
- used for the future acquisition of land and buildings.
- used for the purchase of district fire fighting equipment, buildings and fire fighting plant.
- used to maintain the section of Maranup Ford Road between the old and new entrances to the Talison Mine.
- used for the construction of sub-division feeder roads and road upgrades where it is a condition of planning or development approval.
- used for the provision of waste management services and waste facilities.
- used to fund future timber floor replacement at the Bridgetown Recreation Centre.
- used for the maintenance of the mobile garbage bin project.
- used to rehabilitate the Shire's refuse sites.
- used for drainage upgrade works.
- used to purchase a replacement community bus.
- used for replacement of the SBS tower.
- used for replacement of playground equipment.
- used for studies on the pool for life expectancy and upgrades required to enable its future usage.
- old contributions for funding car park construction.
- used to fund the take-up of roads condition information into ROMANS.
- used to fund capital improvements to council buildings and facilities.
- used to fund strategic planning actions and other strategic initiatives as determined by the Council.
- rovide a funding mechanism for grants that require a matched funding component.
- ontribute to the construction of non-council aged care buildings.
- used to fund the purchase of gym and exercise equipment.
- used to fund future property and infrastructure revaluations.
- used for the purpose of funding new initiatives at the Bridgetown Leisure Centre
- used for the recording of unspent grant and loan funds.

further transfers to the reserve accounts are expected as funds are utilised.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

2016	2016	2016	2016	2016	2015	2015	2015	2015	2015
Opening	Revaluation	Revaluation	Total	Closing	Opening	Revaluation	Revaluation	Total	Closing
Balance	Increment	Decrement	Movement on	Balance	Balance	Increment	Decrement	Movement on	Balance
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
17,596,224	0	0	0	17,596,224	17,596,224	0	0	0	17,596,224
103,483	9,381	0	9,381	112,864	0	103,483	0	103,483	103,483
502,824	0	(143,188)	(143,188)	359,636	502,824	0	0	0	502,824
70,023,866	0	0	0	70,023,866	0	70,023,866	0	70,023,866	70,023,866
1,214,679	0	0	0	1,214,679	0	1,214,679	0	1,214,679	1,214,679
2,435,409	0	0	0	2,435,409	0	2,435,409	0	2,435,409	2,435,409
238,071	0	0	0	238,071	0	238,071	0	238,071	238,071
70,168	0	0	0	70,168	0	70,168	0	70,168	70,168
92,184,724	9,381	(143,188)	(133,807)	92,050,917	18,099,048	74,085,676	0	74,085,676	92,184,724

reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

13. 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:

	2016	2016	2015
	\$	Budget	\$
Cash and cash equivalents	<u>4,262,064</u>	<u>3,434,465</u>	<u>7,461,736</u>

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net result	100,870	(624,317)	(606,625)
Non-cash flows in Net result:			
Depreciation	3,623,819	3,790,859	3,192,896
(Profit)/Loss on sale of asset	52,010	80,535	33,207
Loss on revaluation of non-current assets	0	0	891,622
Changes in assets and liabilities:			
(Increase)/Decrease in receivables	(50,026)	(36,000)	62,320
(Increase)/Decrease in inventories	3,417	(4,500)	5,359
Increase/(Decrease) in payables	(299,185)	78,417	368,418
Increase/(Decrease) in provisions	44,096	10,000	14,027
Grants contributions for the development of assets	(3,029,242)	(3,029,653)	(1,013,610)
Net cash from operating activities	<u>445,759</u>	<u>265,341</u>	<u>2,947,614</u>

(c) Undrawn Borrowing Facilities
Credit Standby Arrangements

	2016	2015
	\$	\$
Bank overdraft limit	200,000	200,000
Bank overdraft at balance date	0	0
Credit card limit	5,000	5,000
Credit card balance at balance date	0	0
Total amount of credit unused	<u>205,000</u>	<u>205,000</u>

Loan facilities

Loan facilities - current	282,952	179,085
Loan facilities - non-current	2,268,674	2,051,626
Total facilities in use at balance date	<u>2,551,626</u>	<u>2,230,711</u>

Unused loan facilities at balance date	<u>NIL</u>	<u>1,710,000</u>
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SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

14. CONTINGENT LIABILITIES

As at 30 June 2016 the Council had no contingent liabilities.

15. CAPITAL AND LEASING COMMITMENTS

2016

2015

\$

\$

(a) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts.

Payable:

- not later than one year

60,648

35,653

- later than one year but not later than five years

119,963

60,029

- later than five years

0

0

180,611

95,682

(b) Capital Expenditure Commitments

2016

2015

\$

\$

Contracted for:

- capital expenditure projects

0

3,088,648

Payable:

- not later than one year

0

3,088,648

The Shire did not have any future capital expenditure commitments at the reporting date.

The reported 2015 capital expenditure commitments was for construction of the new Bridgetown swimming pool \$3,078,377 and items relating to refurbishment works at the Administration Centre building \$10,271.

16. JOINT VENTURE ARRANGEMENTS

The Shire is not involved in any joint venture arrangements.

17. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

2016

2015

\$

\$

Governance

26,884

19,342

General purpose funding

3,762

4,400

Law, order, public safety

2,762,235

2,755,054

Health

2,683

9,692

Education and welfare

604,956

619,900

Housing

621,686

640,748

Community amenities

6,082,511

5,550,433

Recreation and culture

27,914,752

24,792,099

Transport

164,766,069

165,517,255

Economic services

1,033,279

1,016,823

Other property and services

9,383,710

12,258,322

Unallocated

274,839

260,409

213,477,366

213,444,477

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

18. FINANCIAL RATIOS	2016	2015	2014
Current ratio	1.24	1.72	1.16
Asset sustainability ratio	1.40	0.73	0.34
Debt service cover ratio	2.90	13.72	1.52
Operating surplus ratio	(0.51)	(0.13)	(0.48)
Own source revenue coverage ratio	0.56	0.57	0.56

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{Depreciation expenses}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expenses}}$

Notes:

Information relating to the asset consumption ratio and the asset renewal funding ratio can be found at Supplementary Ratio Information on Page 60 of this document.

Two of the 2016 and 2015 ratios disclosed above are distorted by the early receipt of half of the allocation of the 2015/16 Financial Assistance Grant on 30 June 2015.

The early payment of the grant increased operating revenue in 2015 and decreased operating revenue in 2016 by \$961,197.

The early payment was considered to be "one-off" and if recognised in the year to which the allocation related the calculations in the 2016 and 2015 columns above would be as follows:

	2016	2015
Debt service cover ratio	6.44	8.44
Operating surplus ratio	(0.34)	(0.31)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

19. TRUST FUNDS

Funds held at balance date over which the Shire has no control and which are not included in the financial statements are as follows:

	1 July 2015	Amounts Received	Amounts Paid	30 June 2016
	\$	\$	(\$)	\$
BCITF	2,934	33,144	(31,157)	4,921
Builders Registration Board Levy	2,068	30,639	(27,411)	5,296
Traffic Act	0	1,277,402	(1,277,402)	0
Relocated Housing Bonds	25,185	4,597		29,782
Subdivision Clearance Bonds	67,292	231		67,523
Cat Trap Bonds	0	850	(850)	0
Community Bus Bonds	1,150	2,400	(3,000)	550
Community Stall Bonds	150	1,150	(1,000)	300
Landscaping/Retaining Wall Bonds	82,038	6,073	(12,319)	75,792
Hall Hire Bonds	1,154	4,206	(3,754)	1,606
Standpipe Card Bonds	6,050	2,100	(1,050)	7,100
Council Built Asset Bonds	55,462	808	(10,673)	45,597
Crossover Bonds	1,879	6	(628)	1,257
Bushfire Donations	5,334	19		5,353
Accommodation - Visitor Centre	76,542	324,074	(336,906)	63,710
South West Coach Lines	612	7,701	(8,051)	262
Other Visitor Centre	45	2,297	(1,913)	429
TransWA	1,180	16,758	(16,292)	1,646
General Trust	14,033	1,237	(1,188)	14,082
	343,108	1,715,692	(1,733,594)	325,206

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

/16 FINANCIAL YEAR

ed of during	Actual Net Book Value \$	Actual Sale Proceeds \$	Actual Profit \$	Actual Loss \$	Budget Net Book Value \$	Budget Sale Proceeds \$	Budget Profit \$	Budget Loss \$
	679	0	0	(679)	0	0	0	0
	821	0	0	(821)	0	0	0	0
Prado	36,331	35,454	0	(877)	37,250	35,000	0	(2,250)
	7,892	0	0	(7,892)	0	0	0	0
	7,081		0	(7,081)	0	0	0	0
er	0	0			7,645	7,000	0	(645)
	4,686	3,000	0	(1,686)	0	0	0	0
	1,128	0	0	(1,128)	0	0	0	0
Tip Truck	53,339	56,363	3,024	0	55,900	45,000	0	(10,900)
ader	147,056	115,000	0	(32,056)	147,000	80,000	0	(67,000)
Cab	6,000	7,579	1,579	0	5,740	6,000	260	0
ier	226	650	424	0	0	0	0	0
ier	831	650	0	(181)	0	0	0	0
	577	0	0	(577)	0	0	0	0
	4,059	0	0	(4,059)	0	0	0	0
	270,706	218,696	5,027	(57,037)	253,535	173,000	260	(80,795)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

Principal 1 July 2015 \$	New Loans \$	Principal Repayments		Principal 30 June 2016		Interest Repayments	
		Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
12,198		12,198	12,198	0	0	493	494
25,352		12,439	12,439	12,913	12,913	837	840
27,561		8,891	8,891	18,670	18,670	827	829
159,451		20,082	20,083	139,369	139,368	6,375	6,380
0	500,000	0	94,556	500,000	405,444	31	13,247
102,319		23,269	23,269	79,050	79,050	6,033	6,037
80,929		18,405	18,405	62,524	62,524	4,772	4,775
21,127		10,366	10,366	10,761	10,761	698	700
1,710,000		56,945	56,945	1,653,055	1,653,055	68,508	68,515
2,138,937	500,000	162,595	257,152	2,476,342	2,381,785	88,574	101,817
65,436		9,924	9,924	55,512	55,512	2,348	2,349
65,436	0	9,924	9,924	55,512	55,512	2,348	2,349
2,204,373	500,000	172,519	267,076	2,531,854	2,437,297	90,922	104,166

is from third parties.
by general purpose revenue.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

ntinued)

Principal 1 July 2015 \$	New Loans \$	Principal Repayments		Principal 30 June 2016		Interest Repayments	
		Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
26,338	0	6,566	6,566	19,772	19,772	1,615	1,615
26,338	0	6,566	6,566	19,772	19,772	1,615	1,615

ed by general purpose revenue.

Amount Borrowed		Institution	Loan Type	Term (Years)	Interest & Charges \$	Interest Rate %	Amount Used		Balance Unspent \$
Actual \$	Budget \$						Actual \$	Budget \$	
500,000	500,000	WATC	Debenture	5	41,689	2.28%	500,000	500,000	0
500,000	500,000				41,689		500,000	500,000	0

ntures as at 30 June 2016.

f \$200,000 in 2000 to assist with short term liquidity requirements.
 ly 2015 and 30 June 2016 was \$Nil.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

FINANCIAL YEAR

Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
1,547	23,664,136	1,890,007	17,764	(143)	1,907,628	1,890,007			1,890,007
485	172,031,000	999,844	1,033	35	1,000,912	999,844			999,844
3	2,240,000	11,066			11,066	11,066			11,066
10	792,362	63,542	203		63,745	63,542			63,542
2,045	198,727,498	2,964,459	19,000	(108)	2,983,351	2,964,459	0	0	2,964,459
925	4,500,412	733,525	(730)	(745)	732,050	733,525		791	734,316
236	29,989,900	231,752	(1,610)	(154)	229,988	231,752			231,752
7	18,859	3,724	(90)		3,634	3,724			3,724
1,168	34,509,171	969,001	(2,430)	(899)	965,672	969,001	0	791	969,792
					(61,609)				
					68,518				
					3,955,932				3,934,251
					(95)				(100)
					3,955,837				3,934,151

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

23. NET CURRENT ASSETS

Composition of net current assets	2016 (30 June 2016 Carried Forward) \$	2016 (1 July 2015 Brought Forward) \$	2015 (30 June 2015 Carried Forward) \$
Surplus/(Deficit) 1 July 15 brought forward	625,995	1,353,497	1,353,497
CURRENT ASSETS			
Cash and cash equivalents			
Unrestricted	1,482,652	2,550,895	2,550,895
Restricted	2,779,412	4,910,841	4,910,841
Receivables			
Rates outstanding	109,900	124,773	124,773
Sundry debtors	188,038	115,669	115,669
GST receivable	377	4,544	4,544
Loans receivable - clubs/institutions	10,297	9,924	9,924
Accrued interest on investments	349	2,287	2,287
Accrued interest on loans - clubs/institutions	0	7	7
Prepayments		545	545
Inventories			
Fuel and materials	14,342	17,759	17,759
LESS: CURRENT LIABILITIES			
Trade and other payables			
Sundry creditors	(285,485)	(665,669)	(665,669)
Accrued interest on debentures	(284)	(280)	(280)
Accrued salaries and wages	(72,666)	(47,425)	(47,425)
ATO liabilities	(4,240)	(144)	(144)
Retentions	(93,704)	(42,046)	(42,046)
Current portion of long term borrowings			
Secured by floating charge	(263,180)	(172,519)	(172,519)
Lease liability	(19,772)	(6,566)	(6,566)
Provisions			
Provision for annual leave	(445,581)	(426,024)	(426,024)
Provision for long service leave	(435,559)	(444,335)	(444,335)
Unadjusted net current assets	2,964,896	5,932,236	5,932,236
Adjustments			
Less: Reserves - restricted cash	(2,779,412)	(4,910,841)	(4,910,841)
Less: Loans receivable - clubs/institutions	(10,297)	(9,924)	(9,924)
Add: Secured by floating charge	282,952	179,085	179,085
Add: Component of leave liabilities not required to be funded	167,856	162,941	162,941
Adjusted net current assets - surplus/(deficit)	625,995	1,353,497	1,353,497

Difference

There was no difference between the surplus/(deficit) 1 July 2015 brought forward position used in the 2016 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2015 audited financial report.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

24. SPECIFIED AREA RATE - 2015/16 FINANCIAL YEAR

The Shire did not impose any Specified Area Rates during the 2015/16 financial year.

25. SERVICE CHARGES - 2015/16 FINANCIAL YEAR

The Shire did not impose any Service Charges during the 2015/16 financial year.

26. DISCOUNTS, INCENTIVES, CONCESSIONS, & WRITE-OFFS
- 2015/16 FINANCIAL YEAR

	Type	Discount % or \$	Actual \$	Budget \$
Landfill Site Maintenance	Concession	100%	16,534	16,800
Hall Hire	Waiver	Various	3,832	4,000
Rates	Write-off	Various	95	100
Legal Fees	Write-off	Various	625	0
			21,086	20,900

Concessions were granted as follows in relation to the Landfill Site Maintenance Rate to recognise that owners of multiple vacant properties would generate less landfill requirements than if the land was developed:

"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."

The value of Landfill Site Maintenance Rate concessions for the year 2015/16 was \$16,534.

Hall hire charges are waived for certain groups/organisations in the community. Council considers that support of these groups affords an overall benefit to the community.

As at 30 June 2016 small rates balances outstanding of less than \$1, and totalling \$95 in the Rates Book were written off.

While Council does not provide a discount for early payment of rates, it did offer prizes for the early payment of rates in full by the due date of 14 September 2015. All prizes are donated and prize details are distributed with the rates notice. Winners of the incentive prizes are notified by mail. The value of donated prizes for the 2015/16 year was \$956.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

27. INTEREST CHARGES AND INSTALMENTS - 2015/16 FINANCIAL YEAR

	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Instalment Options				
Option One				
Single full payment	14-Sep-15	0.00	0.00%	11.00%
Option Two				
First Instalment	14-Sep-15	0.00	5.50%	11.00%
Second Instalment	16-Nov-15	10.70	5.50%	11.00%
Third Instalment	18-Jan-16	10.70	5.50%	11.00%
Fourth Instalment	18-Mar-16	10.70	5.50%	11.00%

	Revenue \$	Budgeted Revenue \$
Interest on unpaid rates	24,598	19,450
Interest on instalment plan	14,593	13,000
Government Interest on Pensioner Deferred Rates	2,689	3,000
Charges on instalment plan	28,928	28,000
	<u>70,808</u>	<u>63,450</u>

28. FEES & CHARGES

	2016 \$	2015 \$
Governance	210	191
General purpose funding	59,235	56,714
Law, order, public safety	47,108	42,510
Health	21,042	16,340
Education and welfare	9	9
Housing	7,800	13,149
Community amenities	945,305	932,122
Recreation and culture	171,310	159,120
Transport	9,960	4,541
Economic services	138,391	146,669
Other property and services	75,744	80,345
	<u>1,476,114</u>	<u>1,451,710</u>

During 2015/16 Council resolved to amend its fees and charges as follows:

New Fees Introduced

	New Fee
Bridgetown Leisure Centre	
Replacement Membership Card Fee	\$ 25.00
Direct Debit Cancellation Fee	\$ 100.00
Youth (14-17 year old) Gym and Pool Annual Membership Fee	\$ 291.00
Youth (14-17 year old) Gym Only Annual Membership Fee	\$ 198.00

Deleted Fee

Bridgetown Leisure Centre	
Half Season Aquatic Centre Season Pass	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

29. GRANT REVENUE

Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:

	2016 \$	2015 \$
By Nature or Type:		
Operating grants, subsidies and contributions		
General purpose funding	898,159	2,837,883
Law, order, public safety	332,748	272,324
Education and welfare	42,593	25,000
Recreation and culture	52,260	750
Transport	149,000	137,000
Economic services	6,250	0
	<u>1,481,010</u>	<u>3,272,957</u>
Non-operating grants, subsidies and contributions		
Law, order, public safety	384,956	0
Education and welfare	0	16,900
Community amenities	5,681	0
Recreation and culture	1,255,141	354,446
Transport	1,383,464	642,264
	<u>3,029,242</u>	<u>1,013,610</u>
	<u>4,510,252</u>	<u>4,286,567</u>

30. EMPLOYEE NUMBERS

The number of full-time equivalent employees at balance date

<u>51</u>	<u>50</u>
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31. ELECTED MEMBERS REMUNERATION

The following fees, expenses and allowances were paid to council members and/or the president.

	2016 \$	2016 Budget \$	2015 \$
Annual Attendance Fee	78,200	78,200	78,200
President's allowance	8,500	8,500	8,500
Deputy President's allowance	2,125	2,125	2,125
Telecommunications allowance	18,540	18,540	18,540
	<u>107,365</u>	<u>107,365</u>	<u>107,365</u>

32. MAJOR LAND TRANSACTIONS

The Shire did not participate in any major land transactions during the 2015/16 financial year.

33. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

The Shire did not participate in any trading undertakings or major trading undertakings during the 2015/16 financial year.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

34. FINANCIAL RISK MANAGEMENT

The Shire's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Shire's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Shire.

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 Shire held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2016	2015	2016	2015
	\$	\$	\$	\$
Financial assets				
Cash and cash equivalents	4,262,064	7,461,736	4,262,064	7,461,736
Receivables	448,543	408,441	448,543	408,441
	<u>4,710,607</u>	<u>7,870,177</u>	<u>4,710,607</u>	<u>7,870,177</u>
Financial liabilities				
Payables	456,379	755,564	456,379	755,564
Borrowings	2,551,626	2,230,711	2,551,626	2,230,711
	<u>3,008,005</u>	<u>2,986,275</u>	<u>3,008,005</u>	<u>2,986,275</u>

Fair value is determined as follows:

- Cash and cash equivalents, receivables, payables - estimated to the carrying value which approximates net market value.
- Borrowings, held to maturity investments, estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

34. FINANCIAL RISK MANAGEMENT (Continued)

(a) Cash and Cash Equivalents

Available-for-sale financial assets

Held-to-maturity investments

The Shire's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash and investments portfolio with the assistance of independent advisers (where applicable). Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash and investments are also subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the Shire.

The Shire manages these risks by diversifying its portfolio and only investing in investments authorised by *Local Government (Financial Management) Regulation 19C*. Council also seeks advice from independent advisers (where considered necessary) before placing any cash and investments.

	2016	2015
	\$	\$
Impact of a 1% ⁽¹⁾ movement in interest rates on cash		
- Equity	42,621	74,617
- Statement of Comprehensive Income	42,621	74,617

Notes:

⁽¹⁾ Sensitivity percentages based on management's expectation of future possible market movements.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

34. FINANCIAL RISK MANAGEMENT (Continued)

(b) Receivables

The Shire's major receivables comprise rates and annual charges and user charges and fees. 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 also 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 makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Shire's credit risk at balance date was:

	2016	2015
Percentage of rates and annual charges		
- Current	0%	0%
- Overdue	100%	100%
Percentage of other receivables		
- Current	92%	73%
- Overdue	8%	27%

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

ntinued)

ect to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and
i this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer.
 overdraft facilities drawn upon if required.

s of the Shire's Payables and Borrowings are set out in the Liquidity Sensitivity Table below:

	Due between 1 & 5 years \$	Due after 5 years \$	Total contractual cash flows \$	Carrying values \$
179	0	0	456,379	456,379
'21	1,196,980	1,782,901	3,357,602	2,551,626
00	1,196,980	1,782,901	3,813,981	3,008,005
64	0	0	755,564	755,564
17	878,619	1,947,098	3,097,334	2,230,711
81	878,619	1,947,098	3,852,898	2,986,275

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

ntinued)

rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this
 ie interest rate to the situation considered the most advantageous at the time of negotiation.

amount, by maturity, of the financial instruments exposed to interest rate risk:

	>1<2 years	>2<3 years	>3<4 years	>4<5 years	>5 years	Total	Weighted Average Effective Interest Rate
	\$	\$	\$	\$	\$	\$	%
45)	(18,670)	(141,575)	0	(555,512)	(1,792,424)	(2,551,626)	3.83%
3%	3.27%	6.25%	0.00%	2.42%	4.05%		
38)	(72,817)	(27,561)	(183,248)	0	(1,934,887)	(2,230,711)	3.68%
3%	4.90%	3.27%	6.25%	0.00%	3.57%		

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

35. EVENTS OCCURRING AFTER THE REPORTING PERIOD

(a) Events that Provide Evidence of Conditions that Existed at the Reporting Period (Adjustable)

Council is unaware of any material or significant event that occurred after reporting date for which evidence existed at the Reporting Period.

(b) Events that Provide Evidence of Conditions that Arose After the Reporting Period (Non-Adjustable)

The following non-adjusting event has occurred after 30 June 2016:

Event

In late September a catastrophic failure occurred to a localised section of Tweed Road approximately 3.38 kilometres from South Western Highway.

Estimate of the Financial Effect

The estimated cost to reconstruct this section of road is \$100,000.

**INDEPENDENT AUDITOR'S REPORT
TO THE ELECTORS OF THE SHIRE OF BRIDGETOWN-GREENBUSHES**

Report on the Financial Report

We have audited the accompanying financial report of the Shire of Bridgetown-Greenbushes, which comprises the statement of financial position as at 30 June 2016, the statement of comprehensive income, statement of changes in equity, the rate setting statement, and the statement of cash flows for the year ended 30 June 2016, a summary of significant accounting policies and other explanatory notes, and the Chief Executive Officer's statement.

Management's responsibility for the financial report

Management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended), and for such internal control as Management determines necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks and material misstatements of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Shire's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Council, as well as evaluating the overall presentation of the financial report.

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

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Opinion

In our opinion, the financial report of the Shire of Bridgetown-Greenbushes

- i. gives a true and fair view of the Shire of Bridgetown-Greenbushes' financial position as at 30 June 2016 and of its performance for the financial year ended 30 June 2016;
- ii. complies with Australian Accounting Standards; and
- iii. is prepared in accordance with the requirements of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

Statutory Compliance

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- i. There are no matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.
- i. There are no other matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law noted during the course of our audit.
- ii. The asset consumption ratio and the asset renewal funding ratio included in the annual financial report are supported by verifiable information and reasonable assumptions.
- iii. All necessary information and explanations were obtained by us.
- iv. All audit procedures were satisfactorily completed during our audit.

AMD Chartered Accountants



TIM PARTRIDGE
Director

Bunbury, Western Australia

Dated this 28th day of November 2016

**SHIRE OF BRIDGETOWN-GREENBUSHES
SUPPLEMENTARY RATIO INFORMATION
FOR THE YEAR ENDED 30TH JUNE 2016**

RATIO INFORMATION

The following information relates to those ratios which only require attestation they have been checked and are supported by verifiable information. It does not form part of the audited financial report

	2016	2015	2014
Asset consumption ratio	0.79	0.79	0.73
Asset renewal funding ratio	1.50	1.00	**

The above ratios are calculated as follows:

Asset consumption ratio	$\frac{\text{depreciated replacement costs of assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$

** Council are unable to provide an Asset Renewal Funding Ratio for the 2014 comparative as the information required was not available

PART 5 – MEASURING OUR PERFORMANCE

APPENDIX 2

REPORT ON 2015/16 IMPLEMENTATION OF ACTIONS CONTAINED IN CORPORATE BUSINESS PLAN



SHIRE OF BRIDGETOWN-GREENBUSHES

Corporate Business Plan 2014-2018 (As amended)

Annual Reporting on Actions for Year Ending 30 June 2016

Strategy Ref	Strategy	Action Ref	Action	Comments
1.1.1	Develop the Shire as a centre for natural trails such as multi-use walk, bike, kayak and bridle trails	1.1.1.1	Identify opportunities for development of nature trails such as multi-use walk, bike, kayak and bridle trails for inclusion in the Regional Trails Masterplan	The Regional Trails Masterplan has been approved by the Warren Blackwood Alliance of Councils. This plan identifies significant regional trails. Council's Trails Development Advisory Committee continues to identify opportunities to link local trails into regional trails.
1.1.1	Develop the Shire as a centre for natural trails such as multi-use walk, bike, kayak and bridle trails	1.1.1.2	Prepare and Implement Local Trails Masterplan	Council's Trails Development Advisory Committee continues to identify opportunities to link local trails, including walk, bridle, canoe and mountain bike trails.
1.1.1	Develop the Shire as a centre for natural trails such as multi-use walk, bike, kayak and bridle trails	1.1.1.3	Complete detailed design for regional bridle trail	Funding has previously been received for investigation and planning for a regional bridle trail and although this is an Alliance project it is being driven by the Shire of Bridgetown-Greenbushes.
1.1.1	Develop the Shire as a centre for natural trails such as multi-use walk, bike, kayak and bridle trails	1.1.1.4	Complete project plan for regional bridle trail	Completed. Planning grant acquitted. Applications have been lodged for grant funding for construction of the trail.
1.1.1	Develop the Shire as a centre for natural trails such as multi-use walk, bike, kayak and bridle trails	1.1.1.5	Construct regional bridle trail	Pending grant applications being determined - expected to be December 2016.
1.1.2	Develop and implement a Tourism Strategy	1.1.2.1	Develop a Tourism Strategy	The Corporate Business Plan identifies this as an action for 2015/16 however it was deferred pending decisions on potential relocation of visitor centre to railway station, completion of the Local Tourist Organisation (LTO) investigations by the Warren Blackwood Alliance of Councils and a regional review of visitor servicing levels.
1.1.2	Develop and implement a Tourism Strategy	1.1.2.2	Implement a Tourism Strategy	The Corporate Business Plan identifies this as an action for 2017/18 onwards.

Strategy Ref	Strategy	Action Ref	Action	Comments
1.1.3	Support value-add and service industries	1.1.3.1	Ensure Council representation on economic and community committees that are designed to further develop the Shire	No such committees were identified in 2015/16.
1.1.4	Support and provide education and training opportunities, including local traineeships	1.1.4.1	Engage with local training organisations and consider trainee and work experience opportunities	A number of work experience opportunities were provided to school students, mature aged persons and persons on return-to-work programs.
1.1.5	Implement the Active Ageing Strategy	1.1.5.1	Implement the Active Ageing Strategy and DAIP	Both the Age Friendly Community Plan and Disability Access and Inclusion Plan are implemented in partnership with Council's Access and Inclusion Committee. In 2015/16 highlights were the review of the Age Friendly Community Plan, a comprehensive report on residential aged care needs within the Shire was prepared and presented to Council and the "Participate Mate" program at the recreation centre was initiated after a successful grant application occurred.
1.1.6	Implement the education and training strategies detailed in the Youth Policy and Strategy	1.1.6.1	Implement the education and training strategies detailed in the Youth Policy and Strategy	Work experience was offered to a number of high school students.
1.2.1	Identify opportunities for expansion of the commercial area	1.2.1.1	Ensure the local planning scheme allows for a wide range of land for development	No significant proposals were received that were precluded from development by the zoning of the local planning schemes.

Strategy Ref	Strategy	Action Ref	Action	Comments
1.2.2	Develop a light industrial area adjacent to the Bridgetown sportsground	1.2.2.1	Determine feasibility for developing a light industrial Area	<p>Landcorp's Regional Development Assistance Program (RDAP) is a program designed to assist local governments to build communities across Western Australia. RDAP was established to address the prohibitive costs that can be associated with developments in regional Western Australia, which can make them unviable for private developers. Under RDAP Landcorp has limited funding to deliver regional projects that are essential to supporting the revitalisation and growth of regional towns and centres. Under RDAP local governments can apply for assistance to progress potential land development projects. An application was lodged with Landcorp in 2014/15 and in 2015/16 Shire staff worked with Landcorp on subdivision design and servicing issues. As at 30.6.15 Landcorp was proposing to submit a subdivision application for the 1st stage of the LIA.</p> <p>Whilst this issue has been raised informally with the South West Development Commission the reality is that there are some factors (lack of rail connection, isolation from Port, current economic climate of timber industry and future of Whittakers Mill) that make it difficult to promote the North Greenbushes site as a viable industrial estate, particularly the lobbying of Government to invest funds into bringing the land on-stream (zoning, services, etc). The land is recognised as an industrial site in the South West Blueprint.</p>
1.2.3	Lobby State Government to make available industrial land at the regional site near Greenbushes	1.2.3.1	Lobby relevant stakeholders	
1.2.4	Lobby the State Government for infill sewerage in Bridgetown and investigate potential infill sewer in Greenbushes	1.2.4.1	Lobby relevant stakeholders	
1.2.5	Lobby State Government to extend reticulated gas to the south west region, including Bridgetown-Greenbushes	1.2.5.1	Lobby relevant stakeholders	<p>In May 2015 the State Government announced an additional \$50 million in the 2015/16 State Budget to extend the State's infill sewerage program. Bridgetown was nominated as a project in this announcement. Officers have liaised with the Water Corporation on design issues.</p> <p>This initiative is being managed by the State Government and no specific Shire action occurred in 2015/16 other than participating in relevant discussions at the Warren Blackwood Alliance of Councils.</p>

Strategy Ref	Strategy	Action Ref	Action	Comments
1.2.6	Continue to work with Water Corp for the provision of infrastructure to improve continuity of supply of reticulated/potable water	1.2.6.1	Liaise with the Water Corp to discuss the provision of infrastructure to improve continuity of supply of reticulated/potable water	During 2015/16 meetings were held with Water Corporation for either general updates or specific discussions on the new integrated water scheme, water pressure problems in Greenbushes and renewal of the water main in Hampton Street.
1.2.7	Monitor availability of electricity supplies in the area to ensure there is sufficient capacity available to meet long term needs	1.2.7.1	Lobby government department when capacity is identified by the community as insufficient or quality of the infrastructure is questioned	No specific (direct) action in 2015/16.
1.2.8	Support business incubation and representative organisations	1.2.8.1	Lobby relevant stakeholders	The Warren Blackwood Small Business Centre closed in 2014/15. A replacement organisation hasn't been established.
1.2.9	Improved facilities for tourists	1.2.9.1	Assess Feasibility of relocating Visitor Centre	In 2012 Council had resolved to investigate redevelopment of the Bridgetown Railway Station for relocation of the visitor centre. Local architect David Singe was subsequently engaged to prepare conceptual plans and these were completed in 2013/14. Taking into account concerns to some design aspects of the proposal being raised by the State Heritage, Council agreed to some modifications and resolved to formally submit the plans to the Heritage Council for assessment and/or approval. The revisions to the plans were made and in March 2015 written support was received from both the State Heritage Office and Public Transport Authority. In May 2015 Council resolved to proceed to the preparation of detailed design plans that would allow a full costing of the proposal to be undertaken and to obtain the final statutory approvals from the Heritage Council and Public Transport Authority. In 2015/16 grant funding was obtained for the detailed design/costing of the project and an architect was engaged for this work.
1.2.9	Improved facilities for tourists	1.2.9.2	Implement recommendations of the tourism strategy	The Corporate Business Plan identifies this as an action for 2016/17.

Strategy Ref	Strategy	Action Ref	Action	Comments
1.3.1	Lobby the Federal Government for access to broadband services	1.3.1.1	Lobby relevant stakeholders	A number of meetings and email communications were had with NBN Co. representatives in 2015/16. The relationship between the Shire and NBN Co. was considerably improved on previous years.
1.3.2	Secure funding for improved communication services	1.3.2.1	Identify community constraints	Funding for mobile phone coverage is directed through Federal and State agencies not local government so the focus on that issue was to lobby the relevant agencies on the need for additional coverage within the Shire of Bridgetown-Greenbushes. Meetings were held with the South West Development Commission on this issue. The priority has been to obtain funding for a tower in the Maranup locality.
1.4.1	Implement the Active Ageing Strategy	1.4.1.1	Implement the Active Ageing Strategy	The Age Friendly Community Plan is implemented in partnership with Council's Access and Inclusion Committee. In 2015/16 highlights were the review of the Age Friendly Community Plan and a comprehensive report on residential aged care needs within the Shire was prepared and presented to Council.
1.4.2	Continue to support a regional approach to aged care	1.4.2.1	Lobby relevant stakeholders	In July 2014 Council directed the CEO to undertake an investigation into the need for and potential development of a Seniors' High Care Facility in Bridgetown, in consultation with Geegeelup Village Inc. and key State and Federal Agencies and prepare a report on outcomes for Council consideration. Following this resolution the Access and Inclusion Committee worked on a report regarding the current and projected need for residential aged care in the Bridgetown-Greenbushes community. This report was presented to Council in July 2015 and it determined that additional development, either at Geegeelup Village or elsewhere, will be required if the Shire is going to be able to provide sufficient residential care places into the future.

Strategy Ref	Strategy	Action Ref	Action	Comments
1.5.1	Maximise funding opportunities	1.5.1.1	Constantly investigate funding options for all Shire services and infrastructure	Funding for continuation of service delivery is rare with most Government funding geared towards infrastructure or seed funding of new services. In 2015/16 funding was approved for a number of specialist programs at the Bridgetown Leisure Centre, detailed plans for the redevelopment of the Bridgetown Railway Station as well as commodity routes funding and normal Government road and general purpose funding.
1.5.2	Lobby State Government to ensure transport networks are maintained	1.5.2.1	Lobby relevant stakeholders	Lobbying of Main Roads Western Australia for issues concerning South Western Highway has been done via Warren Blackwood Alliance of Councils and WALGA South West Zone.
1.5.3	Support and lobby for the reopening of the Bunbury Manjimup rail line	1.5.3.1	Lobby relevant stakeholders	In 2013/14 a submission was lodged with the South West Development Commission on the draft South West Regional Blueprint. Included in this submission was a statement that the future of the railway line needed to be resolved. Realistically unless a suitable and sufficient product can be identified for transport on rail the likelihood of the rail line being reopened appears remote. No action on this matter occurred in 2015/16.
1.5.4	Implement Asset Management Plans	1.5.4.1	Implement Asset Management Plans	A considerable amount of work was done during 2015/16 on updating the Shire's asset management plans. In June 2016 4 new asset management plans were adopted by Council - 'Transport Infrastructure', 'Parks, Reserves and Other Infrastructure', 'Property Infrastructure' and 'Plant and Equipment'. An Asset Management Strategy was also adopted in June 2016 that includes an improvement plan that outlines the actions required to reduce the funding gap between the required level of renewal/upgrade of assets as compared to the actual funding available.
1.5.4	Implement Asset Management Plans	1.5.4.2	Condition assessment and fair valuation of Land and Building assets	Completed in 2013/14. Next review scheduled for 2016/17.

Strategy Ref	Strategy	Action Ref	Action	Comments
1.5.4	Implement Asset Management Plans	1.5.4.3	Condition assessment and fair valuation of infrastructure assets	Completed in 2014/15.
1.5.4	Implement Asset Management Plans	1.5.4.4	Condition assessment and fair valuation of Plant and Equipment Assets	Completed in 2015/16.
1.5.4	Implement Asset Management Plans	1.5.4.5	Maintain Roads in accordance with Asset Management Plans	The development of road maintenance hierarchies will be a key focus in 2016/17 and once completed will set maintenance standards for each hierarchy. In 2015/16 the focus was on completing the relevant asset management plan which was achieved.
1.5.4	Implement Asset Management Plans	1.5.4.6	Replace plant and equipment in accordance with Asset Management Plans	An updated Plant Replacement Plan was endorsed by Council in June 2016.
1.5.4	Implement Asset Management Plans	1.5.4.7	Maintain buildings in accordance with Asset Management Plans	A considerable amount of work is necessary to translate the Property AMP into a workable maintenance plan/strategy for our buildings.
1.5.4	Implement Asset Management Plans	1.5.4.8	Renew/upgrade buildings in accordance with Asset Management Plans	A considerable amount of work is necessary to translate the Property AMP into a workable maintenance plan/strategy for our buildings.
1.5.4	Implement Asset Management Plans	1.5.4.9	Develop/Review Asset Management Plans	In June 2016 4 new asset management plans were adopted by Council - 'Transport Infrastructure', 'Parks, Reserves and Other Infrastructure', 'Property Infrastructure' and 'Plant and Equipment'.
1.5.5	Implement the Bicycle Network Plan	1.5.5.1	Incorporate the Bicycle Network Plan into strategic works program	In 2015/16 grant funds and Shire funds used to construct the following dual use paths - Hampton Street, Roe Street and Henry Street.

Strategy Ref	Strategy	Action Ref	Action	Comments
1.5.6	Implement and review the Regional Trails Masterplan	1.5.6.1	Implement and review the Regional Trails Masterplan	Planning for the regional bridle trail is being pursued by the Shire of Bridgetown-Greenbushes on behalf of the Warren Blackwood Alliance of Councils. In 2015/16 the design phase was completed and grant applications submitted for the construction phase of the project.
1.6.1	Continue to monitor changes in use patterns, behaviour and the perception of safety since completion of the Hampton Street upgrades, to determine the need or otherwise of further options including the possibility of reactivating planning for a heavy haulage deviation or bypass road	1.6.1.1	Continue to monitor changes in use patterns, behaviour and the perception of safety since completion of the Hampton Street upgrades, to determine the need or otherwise of further options including the possibility of reactivating planning for a heavy haulage deviation or bypass road	In 2013/14 a submission was lodged with the South West Development Commission on the draft South West Regional Blueprint. Included in this submission was a statement that the issue of a bypass or heavy haulage deviation at Bridgetown is one that has been debated locally and regionally in the community for over 40 years. Whilst the current position of the Shire of Bridgetown-Greenbushes and Main Roads Western Australia is not to progress the issue, the long term nature of the Blueprint would suggest that the need to monitor and plan for a possible bypass or heavy haulage deviation at Bridgetown is necessary.
1.6.2	Monitor the effectiveness of information and directional signage	1.6.2.1	Monitor the effectiveness of information and directional signage	Directional signage is assessed in accordance with Council's Directional Signs Policy.
1.6.3	Continue to review CBD parking requirements	1.6.3.1	Monitor CBD parking requirements	Rangers do monitor CBD parking but in a review of Ranger Service Levels in 2014/15 Council lowered its requirements for this task.
1.6.4	Continue to implement the recommendations from the Lighting Audit	1.6.4.1	Review the recommendations of the Lighting audit	The Corporate Business Plan identifies this as an action for 2016/17.

Strategy Ref	Strategy	Action Ref	Action	Comments
2.1.1	Monitor the effectiveness of the existing policy and design guidelines	2.1.1.1	Enforce heritage policy and design guidelines	As with all policies these were subject to annual review at the November 2015 Standing Committee meeting. A new policy - Assessment of Cultural Heritage Significance, was endorsed by Council.
2.1.2	Ensure the maintenance of the Town Centres achieves a high level of appearance and amenity	2.1.2.1	Maintain the Town Centres to achieve a high level of appearance and amenity	Footpath sweeping continued in 2015/16. Specific attention paid by Shire garden staff to flower beds near visitor centre and Memorial Park and Greenbushes town centre gardens. It is acknowledged more resources could be allocated to both town centres however there would be a consequent reduction in service to other areas. In 2016/16 and 2017/18 there will be a focus on establishing service levels for parks and gardens for all the Shire's parks/gardens functions.
2.2.1	Review the municipal heritage inventory	2.2.1.1	Review the municipal heritage inventory	A consultant was engaged to oversee the progressive review of the MI place records, provide advice on technical matters, levels of significance, management categories, plus assist with preparation/review of related heritage policies. In 2015/16 the Shire's Planning staff worked through the Municipal Inventory review however only the current places within the Bridgetown locality have been reviewed as at 30.6.16, representing 49 places. A Cultural Heritage Assessment Policy was prepared and was adopted by Council.
2.2.2	Recognise the requirements associated with Aboriginal heritage planning	2.2.2.1	Undertake Aboriginal heritage planning on relevant projects	Preliminary Aboriginal heritage consultation undertaken for proposed works at Geegelup Brook.
2.2.3	Prepare conservation plans for key shire owned heritage buildings	2.2.3.1	Ensure 10 year building maintenance and capital works plan is consistent with recommendations contained within conservation plans	With agreement of councillors preparation of a 10 year plan for building maintenance and building capital improvements has been deferred until a backlog of reactive maintenance can be completed and a condition report audit of all Shire buildings is undertaken, including asbestos assessment.

Strategy Ref	Strategy	Action Ref	Action	Comments
2.2.4	Work with the community to identify and assist in the implementation of projects that promote the unique heritage and history of each town	2.2.4.1	Meet with relevant stakeholders	Council provided funding assistance to the Bridgetown Historical Society. Although no specific projects eventuated discussions were held between Shire officers and the Bridgetown Historical Society on a number of occasions.
2.3.1	Implement the Public Art Strategy	2.3.1.1	Implement the Public Art Strategy	No proposals were considered in 2015/16 after completion of the Schapper bequest proposals the previous year.
2.3.2	Continue to prepare management or conservation plans for key bushland reserves	2.3.2.1	Prepare management or conservation plans for key bushland reserves	No action was taken in 2015/16.
2.3.3	Prepare a Parkland Improvement Strategy	2.3.3.1	Prepare a Parkland improvement Strategy	The Corporate Business Plan identifies this as an for 2016/17. As part of the budget process funds for this project were included in the 2016/17 budget.
2.4.1	Identify opportunities for protecting and enhancing the health of the Blackwood River and its tributaries	2.4.1.1	Consult with relevant stakeholders	In 2015/16 Council funded a community grant to the Blackwood Basin Group for preparation of an action plan for protecting and improving the health of the Blackwood River. Representatives from the BBG presented to Council on two occasions and the final report is expected to be delivered in 2016/17.
2.4.1	Identify opportunities for protecting and enhancing the health of the Blackwood River and its tributaries	2.4.1.2	Implement renewal and beautification works for Geegelup Brook	The Corporate Business Plan schedules this Action for 2017/18.
2.4.1	Identify opportunities for protecting and enhancing the health of the Blackwood River and its tributaries	2.4.1.3	Prepare a plan for beautification of the Geegelup Brook including aboriginal heritage approval	The focus has been on acquiring private land adjacent to Geegelup Brook and several parcels were purchased during 2015/16.
2.4.1	Identify opportunities for protecting and enhancing the health of the Blackwood River and its tributaries	2.4.1.4	Acquire land adjacent to Geegelup Brook	In 2015/16 a number of properties adjacent to Geegelup Brook were either acquired or agreements entered into for acquisition (usually requires subdivision off balance of land hence process takes some time).

Strategy Ref	Strategy	Action Ref	Action	Comments
2.4.2	Implement the Regional Trails Masterplan	2.4.2.1	Promote use of trails	Council's Trails Development Advisory Committee continues to identify opportunities to link local trails, including walk, bridle, canoe and mountain bike trails.
2.4.3	Identify opportunities for greater recreational and commercial use of the Blackwood river	2.4.3.1	Consult with relevant stakeholders	Approvals given for two power dinghy races on Blackwood River. A kayak race was also held.
2.4.4	Support and promote sound environmental management practices	2.4.4.1	Support operations of Councils Sustainability Advisory Committee	SAC continued to meet monthly.
2.4.4	Support and promote sound environmental management practices	2.4.4.2	Incorporate sound environmental practices into Council practices	The Sustainability Advisory Committee continued to work on developing an Environmental Code of Conduct and this is expected to be presented to Council for consideration in 2016/17. Sound environmental practices are incorporated into a wide range of Shire functions so it is difficult to be specific when commenting on the progress of this Action. Some significant work was undertaken in the area of weed management.
2.4.5	Implement the Council's Pest Plant Strategy	2.4.5.1	Implement the Council's Pest Plant Strategy	Implementation occurred throughout 2015/16 with a focus on educational information not enforcement. Generally the resources of the Shire were directed to ensuring its own operations and property complied with the Local Law.

Strategy Ref	Strategy	Action Ref	Action	Comments
2.5.1	Rehabilitate, protect and conserve Shire controlled land, including hazard reduction	2.5.1.1	Prepare a Fire Management Plan for all Shire controlled land	Annually an assessment of all Shire owned and vested land is undertaken in order to identify which properties did not meet the Shire's Firebreak Order requirements. The fuel quantities on each property are assessed with the objective of reducing and maintaining such loads to no more than 8 tonnes per hectare which is considered the upper limit of acceptability by fire management agencies. In 2015/16 the Shire of Bridgetown-Greenbushes was selected to participate in a Bushfire Risk Management Planning Project, funded by DFES a joint coordinator was appointed yto work with the Shires of Bridgetown-Greenbushes, Boyup Brook and Donnybrook-Balingup to prepare comprehensive plans for mitigating bush fire risk in each Shire. These plans will be completed in 2016/17.
2.5.1	Rehabilitate, protect and conserve Shire controlled land, including hazard reduction	2.5.1.2	Implement a Fire Management Plan for all Shire controlled land	For several years a passive and unmanaged land mitigation plan has been developed by the Community Emergency Services Manager. This identified unallocated crown land and Shire Reserves and implementation of the plan is anticipated to take a number of years.
2.5.2	Continue to support community education and information programs in relation to fire protection	2.5.2.1	Provide the necessary resources for the continuation of the Community Emergency Services position, in partnership with FESA	The MOU with DFES for the provision and funding (60% by DFES) of CESM position was renewed for a further 3 year period from 1/8/15.
2.5.3	Continue to support the Community Emergency Services Manager position, in partnership with FESA	2.5.3.1	Provide the necessary resources for the continuation of the Community Emergency Services position, in partnership with FESA	The MOU with DFES for the provision and funding (60% by DFES) of CESM position was renewed for a further 3 year period from 1/8/15.

Strategy Ref	Strategy	Action Ref	Action	Comments
2.5.4	Investigate the need for policies and strategies concerning fire management on private properties	2.5.4.1	Review Fire Break Notice	The Firebreak Order is reviewed annually via recommendation from the Bush Fire Advisory Committee to Council. In 2015/16 a comprehensive review was undertaken in light of queries raised by member of the public that questioned some interpretive elements of the Firebreak Order. The Committee recommended some changes to definitions, the due date for property compliance was brought forward and new requirements made for garden waste heaps and stump grinding.
2.5.4	Investigate the need for policies and strategies concerning fire management on private properties	2.5.4.2	Enforce Fire Break Notice	
2.6.1	Prepare a storm water management plan for Bridgetown and Greenbushes	2.6.1.1	Prepare a storm water management plan for Bridgetown and Greenbushes post 2018/19.	In 2015/16 Ranger staff continued to monitor and enforce compliance to the Firebreak Notice and issued a number of infringements and work orders.
2.7.1	Provide an efficient and effective kerbside waste and recyclables collection service	2.7.1.1	Monitor community satisfaction levels with the current kerbside waste and recyclables service	This was addressed in the community survey undertaken in 2015/16 for review of the Strategic Community Plan.
2.7.1	Provide an efficient and effective kerbside waste and recyclables collection service	2.7.1.2	Maintain kerbside waste and recyclables collection service	
2.7.1	Provide an efficient and effective kerbside waste and recyclables collection service	2.7.1.3	Investigate extension to rubbish collection areas	A review of kerbside rubbish and recycling collection areas occurred where prospective new collection areas were identified and residents of those areas were surveyed. Council determined that commencing 1 July 2016 the collection services would be expanded to Four Seasons Estate, Whittells Road and North Greenbushes.

Strategy Ref	Strategy	Action Ref	Action	Comments
2.7.1	Provide an efficient and effective kerbside waste and recyclables collection service	2.7.1.4	Investigate the establishment of an organic waste collection service	Not commenced other than brief discussions with other local governments that provide this service.
2.7.2	Ensure the facilities and management of the Bridgetown Refuse Disposal Site meets the appropriate standard	2.7.2.1	Operate the Bridgetown Refuse Disposal Site within legislative standards	The operations of the waste site are regulated by a works licence and the Department of Environmental Regulation monitors compliance to that licence and its conditions.
2.7.2	Ensure the facilities and management of the Bridgetown Refuse Disposal Site meets the appropriate standard	2.7.2.2	Implement Bridgetown Refuse Disposal site expansion	Approvals were obtained to construct a new cell and the work was completed.
2.8.1	Investigate retrofitting of Shire buildings for energy and water efficiency	2.8.1.1	Consider the installation of energy and water efficiency fittings on Shire buildings	No grant opportunities for this infrastructure were identified in 2015/16.
2.8.2	Future development of Shire buildings incorporates environmental sustainable design principles	2.8.2.1	Consider environmentally sustainable design principles on all future Shire buildings	The original plans for the pool proposed the installation of solar panels but due to budget constraints these were deleted.
2.8.3	Source gravel from local land for road works, using powers under the Local Government Act with the view to minimise transport distances	2.8.3.1	Meet with owners of land where gravel can be sourced to make an agreement for the purchase of gravel for road works	Agreements are in place with a number of property owners. Articles were and continue to be placed on regular occasions in Council's Insight newsletter seeking contact from property owners that may have suitable gravel supplies available for purchase by the Shire.

Strategy Ref	Strategy	Action Ref	Action	Comments
2.8.3	Source gravel from local land for road works, using powers under the Local Government Act with the view to minimise transport distances	2.8.3.2	Develop a gravel procurement strategy	Funds have been included in the draft 2015/16 budget for this Action.
2.8.4	Investigate alternative sources of water supply for reticulation of Shire reserves	2.8.4.1	Expand capacity of the dam servicing Bridgetown Sportsground	The Corporate Business Plan schedules this Action for 2017/18.
2.8.4	Investigate alternative sources of water supply for reticulation of Shire reserves	2.8.4.2	Conduct a feasibility study on alternative sources of water for the reticulation of Shire reserves	The Corporate Business Plan schedules this Action for post 2018/19.
2.8.5	Support and promote sound environmental management practices	2.8.5.1	Incorporate sound environmental practices into Council practices	The Sustainability Advisory Committee continued to work on developing an Environmental Code of Conduct and this is expected to be presented to Council for consideration in 2014/15. Sound environmental practices are incorporated into a wide range of Shire functions so it is difficult to be specific when commenting on the progress of this Action.
2.9.1	Investigate the re-establishment of a community land care service	2.9.1.1	Maintain financial support for continuation of a community landcare service	Council funded community landcare service in 2015/16.
2.9.1	Investigate the re-establishment of a community land care service	2.9.1.2	Renew financial support (3 years) for a community landcare service	Council renewed its MOU with the Blackwood Environment Society for funding of a community landcare service for a further 3 years to 30 June 2019.
2.9.2	Support the development of community gardens	2.9.2.1	Support the ongoing development of community gardens	Leases have been entered into with operators of the Bridgetown and Greenbushes community gardens. Both management committees are able to apply for community grants and/or service agreements.

Strategy Ref	Strategy	Action Ref	Action	Comments
2.9.3	Support the establishment of 'friends of' groups, for Shire reserves	2.9.3.1	Support the establishment of 'friends of' groups, for Shire reserves	Community Landcare Officer has established such a group and it has worked on a number of reserves.
2.10.1	Monitor the Shire's risk management profile and exposure to risk	2.10.1.1	Continually implement risk management assessment on all shire operations	The Shire's Safety Committee continued to operate throughout 2015/16 and provided many recommendations on risk management and work safety. Also progressive implementation of the many recommendations from the 2014 review under Regulation 17 of the Local Government (Audit) Recommendations occurred.
2.10.2	Explore links and support for Transition Towns concepts	2.10.2.1	Explore links and support for Transition Towns concepts	The Corporate Business Plan identifies this as a long term action - to be actioned no earlier than 2017/18. Nevertheless Council's Sustainability Advisory Committee has had some discussions on the concepts of transition towns and how they can be used in Bridgetown-Greenbushes.
2.10.3	Continue to liaise with WALGA on development of a Climate Change response	2.10.3.1	Liaise with WALGA on development of a Climate Change response	No action in 2015/16.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.1.1	Ensure the Bridgetown-Greenbushes Recreation Centre provides a wide range of activities and services, at an appropriate cost	3.1.1.1	Implement Integrated Recreation Complex Business Plan	Actions taken in 2015/16 included completion of the pool and integration of the pool and recreation centre into a single leisure centre, rebranding of the leisure centre, improvements to the fitness room, review of membership categories and fee structure and changes to the organisational structure.
3.1.1	Ensure the Bridgetown-Greenbushes Recreation Centre provides a wide range of activities and services, at an appropriate cost	3.1.1.2	Integrate existing Rec Centre services with proposed swimming pool redevelopment	Integration completed.
3.1.2	Redevelop the Bridgetown Swimming Pool	3.1.2.1	Redevelop the Bridgetown Swimming Pool	As at 1 July 2015 the new pool was in the process of being constructed. At the time a completion date of mid-December was planned however in October 2015 consultation with Safeway Building and Renovations Pty Ltd confirmed that the December completion date would not be met and a revised completion date in February 2016 was set. Construction continued past December 2015 with practical completion being achieved in February 2016. The opening day for the public to attend the pool was promoted as a free community open day and was held on Saturday 27 February 2016. The official opening of the pool was held on 15 April 2016 with the pool being officially opened by the Minister for Regional Development and Member for Warren Blackwood, the Hon Terry Redman, MLA.
3.1.3	Implement the Library Business Plan	3.1.3.1	Implement the Library Business Plan	The business plan expired in 2015 and hasn't been renewed as its main objective was to facilitate grant applications associated with the construction of the library. Operational library services are mainly governed by service agreements with the State Library.
3.1.3	Implement the Library Business Plan	3.1.3.2	Participate in regional project for replacement library software	Library staff attended several regional meetings to discuss the proposed regional software and a preferred model was identified. The new software is expected to be available by March 2017.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.1.4	Update and implement the Sport and Recreation Strategic Plan	3.1.4.1	Reconstruct change rooms at Bridgetown Sportsground	Grant funding for this project had been obtained in late 2014/15. Work on the project couldn't commence until the conclusion of the 2015 football season. Over the winter work occurred on converting the concept plans to detailed design plans, including engineering structural assessment of the existing structure and the structural requirements for the new building. In September work commenced with disconnection of electricity followed by demolition of the old change rooms other than the roof structure. Significant retaining walls works had to be completed before construction of the rooms commenced. Over summer and autumn construction of the new rooms occurred, including brickwork, windows, plumbing and electrical services, tiling, etc. Towards the end of the project external concrete pathways and ramps were constructed. The project was essentially completed by May 2016 with some minor works being completed shortly after.
3.1.4	Update and implement the Sport and Recreation Strategic Plan	3.1.4.2	Implement capital works as recommended in Sport and Recreation Strategic Plan	The redevelopment of the swimming pool and its integration with the recreation centre and redevelopment of the change rooms at the Bridgetown Sportsground were projects identified in the Sport and Recreation Strategic Plan.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.1.5	Investigate the feasibility of the Shire as a Centre of Excellence for artistic and cultural pursuits	3.1.5.1	Support a community based approach to the provision of art and culture development	In 2015/16 the Blackwood Valley Arts Alliance Inc was awarded \$5,000 in the form of a community grant. The conditions of this funding included provision of 50% of the grant (\$2,500) to be utilised for administrative and operational costs. The remaining 50% of the grant (\$2,500) was to be accessed/utilised as seeding funding to attract additional grants from art and cultural funding bodies to enhance the sustainability of the Blackwood Valley Arts Alliance Inc. In awarding the \$5,000 grant, Council noted that it had, in preceding years, invested significant sums in the employment of an Art and Cultural Officer (fixed term) whose primary goals included working with the community to identify the need for, and capacity to develop, an independent, incorporated arts group. The intention behind this goal was to support community driven art and cultural development in the community by the establishment of a community driven art group (who would have access to considerably more funding opportunities than are available for a local government authority). It was considered that this was a more sustainable and viable model for the ongoing development of art and cultural programs within the community. The provision of the \$5,000 funding was considered a "pilot program" to see if the Blackwood Valley Arts Alliance Inc had the capacity to continue to grow, develop and expand the cultural and artistic goals of the community. This was done in alignment with the Community Services Strategy which identifies Council's commitment to consider providing funding to a representative art and cultural group(s) to drive art and cultural initiatives at the community level, rather than the local government level.
3.1.6	Continue to support Arts, Culture and Recreation	3.1.6.1	Fund (via community grants or service agreements) relevant stakeholders to deliver arts, cultural and recreational programs	In the 2015/16 budget a total of \$120,000 was allocated for community grants, service agreements and discretionary donations. Of this funds were provided to the following for a range of arts, cultural and recreational programs - Blackwood Ravens, Bridgetown Golf Club, Blues at Bridgetown, BGBTA, Blackwood Arts Alliance, Golden Horseshoe Endurance Ride Committee and the Rotary Club of Bridgetown.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.1.7	Implement the Regional Trails Masterplan	3.1.7.1	Promote use of trails	Council's Trails Development Advisory Committee continues to identify opportunities to link local trails, including walk, bridle, canoe and mountain bike trails.
3.2.1	Consolidate and implement the Disability Access and Inclusion Plan and the Active Ageing Strategy	3.2.1.1	Implement a consolidated Disability Access, Inclusion and Active Ageing Plan	Both the Age Friendly Community Plan and Disability Access and Inclusion Plan are implemented in partnership with Council's Access and Inclusion Committee. In 2015/16 highlights were the review of the Age Friendly Community Plan, a comprehensive report on residential aged care needs within the Shire was prepared and presented to Council and the "Participate Mate" program at the recreation centre was initiated after a successful grant application occurred.
3.3.1	Implement the Youth Policy and Strategy	3.3.1.1	Implement the Youth Policy and Strategy	The Youth Policy and Strategy is divided into 5 Parts - Recreation, Arts & Culture, Education & Training, Health and Participation & Positive Promotion of Young People. Staff's role in youth is in the area of "capacity building" rather than arranging entertainment or other events for youth to participate in. Youth focused activities centred on events (mainly at the skatepark) and working with youth on the review of the Strategy.
3.3.2	Encourage a diverse range of employment opportunities	3.3.2.1	Meet with relevant stakeholders	Some work experience opportunities were provided to school students via structured programs. Mature aged work experience was also provided.
3.4.1	Implement the findings of the Lighting Audit	3.4.1.1	Review the recommendations of the Lighting audit	No initiatives were progressed in 2015/16.
3.4.2	Install and monitor CCTV	3.4.2.1	Install CCTV	Funding applications for the next rollout of CCTV were unsuccessful in 2015/16. A further application will be submitted in 2016/17.
3.4.2	Install and monitor CCTV	3.4.2.2	Operate CCTV in accordance with Council Policy	Closed Circuit Television (CCTV) Policy adopted by Council on 30 May 2013 and since then access to CCTV vision has been administered in accordance with the Policy.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.4.3	Continue to liaise with WA police as required	3.4.3.1	Arrange regular contact with Law Enforcement agencies to discuss crime prevention planning and programs	CEO seeks regular meetings with Officer in Charge of Bridgetown Police, including some meetings where Shire President invited. OIC also attends LEMC meetings.
3.4.4	Continue to monitor emergency risk, preparedness and response	3.4.4.1	Regularly monitor emergency risk, preparedness and response	Work continued on an emergency risk management register.
3.4.5	Monitor the Shire's risk management profile and exposure to risk	3.4.5.1	Continually implement risk management assessment on all shire operations	The Shire's Safety Committee continued to operate throughout 2015/16 and provided many recommendations on risk management and work safety. The Shire continued to participate in the Regional Safety Advisor and Regional Risk programs through its insurer.
3.5.1	Promote steady population growth to maintain and enhance current service provision	3.5.1.1	Ensure the local planning scheme allows for a wide range of land for development	The current town planning schemes have sufficient flexibility to allow a wide range of development. The Scheme Amendment process is available if changes are required.
3.5.2	Consult with the State Government to review the status of the Bridgetown High School	3.5.2.1	Consult with the State Government to review the status of the Bridgetown High School	No action taken in 2015/16.
3.5.3	Collaborate with regional partners and government agencies for health service provision and community housing development	3.5.3.1	Correspond and meet with regional partners and government departments to discuss health services and community housing development, prepare a submission where relevant	This is done when the opportunity arises or on an "as-needs" basis.
3.5.4	Implement the Youth Strategy and Policy	3.5.4.1	Implement the Youth Policy and Strategy	Review of the Youth Strategy commenced and will be completed in 2016/17. a feature of the consultation is that is at been directly solely at the youth of the Shire including several key engagement sessions at schools.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.5.5	Continue to support the provision of education and training	3.5.5.1	Correspond and meet with local organisations and government departments to discuss the provision of education and training, prepare submissions where relevant	Council's submission on the South West Blueprint in 2014/15 expressed concern about the lack of actions or initiatives (other than some super town discussion with regard to Manjimup) to make the Warren Blackwood a more attractive and economically viable place for young adults to work and live. No specific meetings were held with organisations or Government agencies on the issue of education and/or training in 2015/16.
3.5.6	Continue to assess health service provision levels	3.5.6.1	Implement the Active Ageing Strategy and DAIP	Both the Age Friendly Community Plan and Disability Access and Inclusion Plan are implemented in partnership with Council's Access and Inclusion Committee. In 2015/16 highlights were the review of the Age Friendly Community Plan, a comprehensive report on residential aged care needs within the Shire was prepared and presented to Council and the "Participate Mate" program at the recreation centre was initiated after a successful grant application occurred.
3.5.7	Continue to provide Community Grants and Service Agreements up to a prescribed limit set by Council	3.5.7.1	Provide annual resources for Community Grants and Service Agreements up to a value of \$120,000	In the 2015/16 budget a total of \$120,000 was allocated for community grants, service agreements and discretionary donations.
3.6.1	Continue to provide Community Grants and Service Agreements up to a prescribed limit set by Council	3.6.1.1	Provide annual resources for Community Grants and Service Agreements up to a value of \$120,000	In the 2015/16 budget a total of \$120,000 was allocated for community grants, service agreements and discretionary donations.
3.6.2	Continue to conduct the annual 'Thank the Volunteer' Function	3.6.2.1	Conduct an annual 'Thank the Volunteer' Function	Volunteers Function held on 26 February 2016.
3.6.3	Continue to nominate community groups for State and Federal awards	3.6.3.1	Assess State and Federal awards available and submit nominations where appropriate	No external nominations made in 2015/16.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.6.4	Continue to provide advice and assist local community organisations to identify funding sources	3.6.4.1	Promote the availability of grant funds to community groups	Funding opportunities were promoted in the Insight during 2015/16 for kidsport registrations, free hearing tests for seniors, hearing tests for pensioners and veterans, housing and care for the aged, sporting club training opportunities and the Shire's own community grants and service agreements process.
3.7.1	Continue to fund and/or support local and regional events where a demonstrable community benefit can be shown	3.7.1.1	Continue to provide resources for local and regional events that have community benefit	In 2015/16 funding via either a service agreement or community grant was provided to Blues at Bridgetown, Winter in Bridgetown Festival, Blackwood Country Gardens Festival, Blackwood Marathon, Bridgetown Agricultural Show, Golden Horseshoe Endurance Ride. Via CEO donations financial assistance was provided to the Bridgetown Easter Tennis Tournament, Bridgetown Scramble, Bridgetown/Greenbushes golf challenge, Timber Towns Wine Show, Blackwood Valley Wine Show, Red Sky Ride, Bridgetown Bowling Club "Dash for Cash" event, Greenbushes Fun Run, Taste of the Blackwood, and many other smaller events.
3.8.1	Continue to publish the council newsletter	3.8.1.1	Publish the council newsletter on a bi monthly basis	In 2015/16 the Insight was published and circulated in August, October, December, February, April and June.
3.8.2	Continue to fund and/or support local and regional events where a demonstrable community benefit can be shown	3.8.2.1	Continue to provide resources (via community groups or service agreements) for local and regional events that have community benefit	Refer comments for Action 3.7.1.1.
3.8.3	Continue to acknowledge and support volunteers and community groups	3.8.3.1	Administer the annual Australia Day Awards	Awards were determined by council at its December meeting after nominations were called for via an article in the Insight Newsletter and other reporting mechanisms. The awards were presented at the 2016 Australia Day Breakfast.
3.8.3	Continue to acknowledge and support volunteers and community groups	3.8.3.2	Host an annual Volunteer Function	Volunteers Function held on 26 February 2016.

Strategy Ref	Strategy	Action Ref	Action	Comments
3.9.1	Implement the Youth Policy and Strategy	3.9.1.1	Implement the Youth Policy and Strategy	The Youth Policy and Strategy is divided into 5 Parts - Recreation, Arts & Culture, Education & Training, Health and Participation & Positive Promotion of Young People. Staff's role in youth is in the area of "capacity building" rather than arranging entertainment or other events for youth to participate in. A significant focus in 2015/16 was engaging with local youth for the review of the Strategy/Plan.
3.9.2	Continue to support the provision of education and training	3.9.2.1	Correspond and meet with local organisations and government departments to discuss the provision of education and training, prepare submissions where relevant	No specific action in 2015/16.
3.10.1	Update and implement the Disability Access and Inclusion Plan, and include the audit findings	3.10.1.1	Update and implement the Disability Access and Inclusion Plan, and include the audit findings	Actions taken in 2015/16 focused on the "Participate Mate" program at the recreation centre which was initiated after a successful grant application occurred. Other initiatives included provision of disability training to selected Shire staff, inclusion of information regarding disability access in information provided to contractors engaged by the Shire and recommendations to Council on future footpath programs. The major redevelopment projects of the swimming pool and administration office factored in access and inclusion principles.
3.10.2	Investigate possible local and regional transport solutions relevant to the Active Aging Strategy and the Youth Strategy and Policy	3.10.2.1	Implement Active Aging Strategy and the Youth Strategy and Policy and DAIP	In 2015/16 highlights were the review of the Age Friendly Community Plan, a comprehensive report on residential aged care needs within the Shire was prepared and presented to Council and the "Participate Mate" program at the recreation centre was initiated after a successful grant application occurred. For the Youth Strategy a review of that document (in close consultation with you) was initiated.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.1.1	Continue to publish the council newsletter	4.1.1.1	Publish the council newsletter on a bi monthly basis	In 2015/16 the Insight was published and circulated in August, October, December, February, April and June.
4.1.2	Continue to acknowledge and support volunteers and community groups	4.1.2.1	Host an annual Volunteer Function	Volunteers Function held on 26 February 2016.
4.1.3	Regularly review community engagement strategies and policies	4.1.3.1	Review community engagement strategies and policies annually	Review of Council policies occurred in November 2015.
4.1.4	Implement an annual feedback survey	4.1.4.1	Internally facilitated annual feedback survey in line with Community Survey Policy	A community survey was conducted in 2015/16 and will be used to inform the comprehensive review of the Strategic Community Plan in 2016/17.
4.1.4	Implement an annual feedback survey	4.1.4.2	Externally facilitated Community Engagement and Survey to inform full review of Strategic Community Plan	A community engagement strategy was presented to Council setting out the suite of consultation mechanisms that would be used in the review of the Strategic Community Plan in 2016/17.
4.1.5	Investigate social networking opportunities	4.1.5.1	Implement Social Networking Policy	The Shire's Facebook Page and website were used as a communication tools.
4.1.6	Update the Shire and Visitor Centre website	4.1.6.1	Update the Visitor Centre website	Funds have been included in the 2016/17 budget for this project.
4.1.7	Continue to provide information packs to new residents	4.1.7.1	Provide the necessary resources to update information contained in the information pack, and provide to all new residents	New residents information pack circulated via real estate agents, customer service and library.
4.1.8	Support initiatives to nurture local leaders in partnership with community groups	4.1.8.1	Meet regularly with community groups to provide support for local leaders	Meetings held with numerous community groups in 2015/16.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.1.9	Provide regular feedback to the community on the outcomes of engagement	4.1.9.1	Continue to publish the Shire Newsletter on a bimonthly basis including outcomes of community engagement	In 2015/16 the Insight was published and circulated in August, October, December, February, April and June.
4.1.9	Provide regular feedback to the community on the outcomes of engagement	4.1.9.2	Maintain and promote the Shire's website to improve online access and functionality to the community	Although the Shire website was rebuilt/updated in 2013/14 there continues to be negative feedback about the useability of the site and the presence of redundant information. The CEO has discussed this with the relevant officer and a full review and clean-up of the website will be completed prior to Christmas 2016.
4.2.1	Continue to provide Elected Member training and development	4.2.1.1	Identify training opportunities for Elected Members	WALGA provides a weekly direct email service to all elected members and included in this is an update on training opportunities. This has allowed elected members to determine interest in training needs and can approach the CEO for approval (from Shire President) to attend. In 2015/16 the Department of Local Government and Communities offered subsidised training for elected members and a number of councillors attended sessions in the South-West..
4.2.1	Continue to provide Elected Member training and development	4.2.1.2	Conduct a bi-annual Elected Member Study tour	A study tour to Northam and Toodyay was held in May 2016 and positive feedback was received from councillors.
4.2.2	Encourage WALGA to facilitate training on-line or in the South West region	4.2.2.1	Correspond with WALGA to encourage online training or facilitation of training in the South West region	A number of elected member training courses were held in the South-West in 2015/16.
4.2.3	Ensure compliance with relevant legislation	4.2.3.1	Continue staff attendance at relevant training and workshops	Annual performance review process identifies individual staff training requirements.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.2.3	Ensure compliance with relevant legislation	4.2.3.2	Complete Annual Compliance Return and ensure full compliance	The compliance audit return for the 2015 year was presented to the Audit Committee on 15 February and to Council's February 2016 meeting. After completing the responses to questions contained in the 2014 Compliance Audit return it was noted that total compliance was achieved in all areas excepting Question 4 in the 'Disclosures of Interest' section. One Officer was unable to complete the Annual Return within the required time-frame as she was out of the country on long service leave between June and mid-September 2015. Upon her return to work, the Annual Return was completed and lodged in accordance with section 5.76 of the Local Government Act.
4.2.3	Ensure compliance with relevant legislation	4.2.3.3	Review the Records Management Plan	An internal review of the Records Management Plan was done in 2014/15 including referral to the State Records Office. There was no need to again review the Plan in 2015/16.
4.2.3	Ensure compliance with relevant legislation	4.2.3.4	Implement recommendations from the Records management Plan review	This has been implemented progressively.
4.2.3	Ensure compliance with relevant legislation	4.2.3.5	Develop accounting software setup to ensure ease of statutory reporting requirements including the Long Term Financial Plan and to provide improved management accounting reports	A suitable software package was identified and work done with the provider to massage it into a suitable format for our requirements and needs.
4.2.3	Ensure compliance with relevant legislation	4.2.3.6	Undertake review of systems for risk management, internal controls and legislative compliance as required under Audit regulation No. 17	The next statutory review is required by 31 December 2016 and is expected to be presented to Council that month.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.2.3	Ensure compliance with relevant legislation	4.2.3.7	Develop a Business Continuity Plan as identified in the 2014 Audit Regulation No. 17 review	This Plan has been substantially completed and is pending a final assessment by the Shire's IT Support consultants. Presentation to Council is scheduled for 2016/17.
4.2.3	Ensure compliance with relevant legislation	4.2.3.8	Development of an organisational risk management framework including risk matrix and risk register as identified in the 2014 Audit Regulation No. 17 review	In 2015 the Shire's Senior Management Group worked with LGIS Risk Management in developing the Shire's Risk Management Framework. In December 2015 Council adopted a 'Risk Management' Policy which documents Council's commitment and objectives regarding managing uncertainty that may impact the Shire's strategies, goals or objectives. An important component of the policy is the inclusion and endorsement of the Shire's Risk Assessment and Acceptance Criteria. All organisational risks will be assessed and reported at a corporate level according to the adopted assessment and acceptance criteria to allow consistency and informed decision making.
4.2.3	Ensure compliance with relevant legislation	4.2.3.9	Develop a risk profile assessment procedure for large, unusual or significant projects as identified in the 2014 Audit Regulation No. 17 review	A risk assessment template was adopted.
4.2.3	Ensure compliance with relevant legislation	4.2.3.10	Review and improve the security of access to fuel and fuel usage procedures as identified in the 2014 Audit Regulation No. 17 review	A security system (using tokens) for fuel storage was installed at the depot.
4.2.3	Ensure compliance with relevant legislation	4.2.3.11	Prepare a probity plan as identified in the 2014 Audit Regulation No. 17 review	The Corporate Business Plan schedules this Action for 2016/17 with the Audit Committee questioning the need for such a plan. This will be addressed in the 2016 review of systems for risk management, internal controls and legislative compliance as required under Audit Regulation No. 17.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.2.3	Ensure compliance with relevant legislation	4.2.3.12	Establish an internal audit function as identified in the 2014 Audit Regulation No. 17 review	The Corporate Business Plan schedules this Action for post 2018/19 with the Audit Committee questioning the need for such a plan. This will be addressed in the 2016 review of systems for risk management, internal controls and legislative compliance as required under Audit Regulation No. 17.
4.2.3	Ensure compliance with relevant legislation	4.2.3.13	Development of a legislative compliance manual linked to each business unit as identified in the 2014 Audit Regulation No. 17 review	This will be completed in 2016/17.
4.2.4	Periodically review the organisational structure and its required service levels	4.2.4.1	Review the organisational structure and service levels	No service reviews were undertaken in 2015/16 as the focus was on developing our asset management plans. The next phase of asset management will incorporate service reviews.
4.2.5	Implement an annual feedback survey to monitor service provision	4.2.5.1	Implement bi-annual feedback survey to monitor service provision	Suevey conducted in 2015/16 and will be used to inform review of Strategic Community Plan in 2016/17.
4.2.6	Provide quality local government services	4.2.6.1	Provide quality local government services	This is a difficult Action to report on as the determination of "quality" can be subjective and is best determined by councillors after taking into account feedback from the community.
4.3.1	Lobby government and industry to represent the community's needs, as required	4.3.1.1	Lobby relevant stakeholders	This is a very broad action and represents a significant portion of the work undertaken by Shire Officers and councillors. Relevant stakeholders include Parliamentarians (both State and Federal), Government agencies, funding agencies, community groups, local government representative groups such as WALGA and numerous individuals.
4.4.1	Review existing policies to determine if the regulatory framework is aligned to the needs of the broader community	4.4.1.1	Annually review all policies and strategies	Annual policy review completed in November 2015. Ad-hoc policy development and review occurred throughout the year.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.4.2	Provide staff training to improve communication skills and customer relations	4.4.2.1	Facilitate appropriate training for staff in line with Workforce Plan	The Workforce Plan recommends that an annual review of current skills, knowledge, role positions and capacity be done for each employee in the annual performance review process. This was achieved.
4.4.3	Provide better information to the community regarding regulatory requirements	4.4.3.1	Provide information to the community regularly through the newsletter and information sheets with a focus on regulatory requirements	The Insight is Council's most formal communication tool and is used to provide a wide range of information to the community. In 2014/15 information regarding regulatory requirements was provided for cat and dog registration, dog owner responsibilities, microchipping, fire control and firebreak order compliance, standpipe access, notification of works, pest plant responsibilities, pensioner concession application requirements and new development requirements for bush fire prone areas.
4.4.4	Implement annual community satisfaction and aspirations surveys and targeted surveys (including feedback forms)	4.4.4.1	Implement bi-annual community survey to monitor service provision	Survey undertaken in 2015/16.
4.5.1	Develop and implement the Integrated Planning and Reporting framework	4.5.1.1	Progressively implement the Integrated Planning Framework requirements, ensuring compliance with Local Government Act and regulations	Regulation 19DA of the Local Government (Administration) Regulations 1996 requires an annual review of the Corporate Business Plan. Council endorsed the reviewed CBP at its June 2016 meeting. A Shire of Bridgetown-Greenbushes Integrated Planning Framework was prepared and endorsed. A desktop review of the Strategic Community Plan was completed in 2015/16 as well as asset management plans, 10 year strategic works program, 15 year plant/fleet replacement plan and the Age Friendly Community Plan. Review of the Youth Friendly Community Plan commenced and will be completed in 2016/17.
4.5.2	Monitor and consider initiatives through local government reform	4.5.2.1	Obtain information on local government reform to consider initiatives	No specific action was taken on reform in this Council in 2015/16 and the issue of regional local government reform wasn't addressed by the State Government. Instead a watching brief is maintained on the issue.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.5.3	Seek efficiencies in planning and operations	4.5.3.1	Develop a review schedule for integrated planning framework	A six year integrated review schedule has been prepared.
4.5.3	Seek efficiencies in planning and operations	4.5.3.2	Review current parkland/cemetery maintenance procedures	Additional resources were allocated in the 2015/16 budget for cemetery maintenance.
4.5.3	Seek efficiencies in planning and operations	4.5.3.3	Progressively implement efficiencies in irrigating Council's open spaces	An annual budget allocation is made for this work. In 2015/16 Greenbushes Heritage Park was irrigated and the 2016/17 budget proposes the same for Memorial Park.
4.5.4	Minimise own source funding of capital projects	4.5.4.1	Investigate funding options for all Shire services and infrastructure	Funding for continuation of service delivery is rare with most Government funding geared towards infrastructure or seed funding of new services. In 2015/16 funding was approved for a number of recreation, seniors and youth programs, and road/footpath projects.
4.5.5	Implement the Corporate Business Plan	4.5.5.1	Implement a Corporate Business Plan that complies with the requirements outlined in the Local Government Act and regulations	The Corporate Business Plan was used to inform the draft 2016/17 budget. A review of the Corporate Business Plan was endorsed by Council at its June 2016 meeting.
4.6.1	Establish targets and monitor performance for income stream types	4.6.1.1	Review and monitor performance for income stream types	Following completion of the 2015/16 annual financials, ratio trends will be analysed and targets set that will be incorporated in the review of the Long Term Financial Plan. This will allow the last two years of financial data to be assessed.
4.6.2	Identify appropriate areas for the application of the user pays cost recovery principle	4.6.2.1	Assess level of fees and charges to apply cost recovery principle where appropriate	Ongoing project - Schedule to be developed for review of individual services that will be assessed for user pays principle.
4.6.3	Review the rating structure at least once every 5 years	4.6.3.1	Conduct a review of the rating structure	The Corporate Business Plan schedules this Action for 2018/19.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.6.3	Review the rating structure at least once every 5 years	4.6.3.2	Apply revaluations received for properties rated on the Gross Rental Valuation method	The Corporate Business Plan schedules this Action for post 2018/19.
4.7.1	Develop and implement a Workforce Plan, including a staff attraction and retention strategy	4.7.1.1	Implement Workforce Plan	Integrated Workforce Plan endorsed by Council in December 2013 and since then nearly all of its recommendations have been implemented.
4.7.2	Continue to implement staff training and development programs	4.7.2.1	Facilitate appropriate training for staff through the development of a Staff Training Plan	Staff training needs are assessed as part of the annual staff performance review process. A training plan is developed at the end of the process.
4.7.3	Improve the Shire office accommodation for staff	4.7.3.1	Develop a 5 Year Information Technology and Communication Strategy	The Corporate Business Plan schedules this Action for 2017/18.
4.7.3	Improve the Shire office accommodation for staff	4.7.3.2	Ensure the provision of appropriate furniture and equipment for effective operations by implementation of the furniture and equipment asset management plan and Information Technology and Communications Strategy	A furniture and equipment asset management plan was completed in 2015/16. A 10 year replacement schedule is yet to be developed.
4.8.1	Maintain membership of the Warren Blackwood Strategic Alliance	4.8.1.1	Continue with membership commitments of the Warren Blackwood Strategic Alliance	Membership maintained.
4.8.2	Actively participate in the south-west zone of WALGA and the south-west branch of the LGMA	4.8.2.1	Have Council representation at South-West zone of WALGA and South-West branch LGMA functions	Cr Pratico (Council delegate) and/or CEO attended nearly all Zone meetings in 2014/15. CEO attended some LGMA Branch meetings.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.8.3	Continue to collaborate and investigate opportunities for shared services in cooperation with regional partners	4.8.3.1	Correspond and meet with regional partners to discuss shared services, prepare submissions and allocate funding when appropriate	In conjunction with the Shire of Donnybrook-Balingup an Asset Management Coordinator is employed. The Shire of Manjimup is engaged to undertake some bridge maintenance services.
4.9.1	Monitor the Shire's risk management profile and exposure to risk	4.9.1.1	Implement risk management assessment on all shire operations	The Shire continued to participate in the Regional Safety Advisor and Regional Risk programs through its insurer.
4.9.2	Continue to support the Community Emergency Services Manager position, in partnership with FESA	4.9.2.1	Provide the necessary resources for the continuation of the Community Emergency Services position, in partnership with FESA	The MOU with DFES for the provision and funding (60% by DFES) of CESM position was renewed for a further 3 year period from 1/8/15.
4.9.3	Continue to support LEMC	4.9.3.1	Have Council representation at all LEMC meetings	Council has appointed three councillors to LEMC.
4.9.4	Monitor and review emergency management policies and strategies	4.9.4.1	Annually review all policies and strategies	Annual review held at November Standing Committee.
4.9.5	Recognise the commitment of volunteers (also refer to Outcome 3.6)	4.9.5.1	Conduct an annual 'Thank the Volunteer' Function	Volunteers Function held on 26 February 2016.

Strategy Ref	Strategy	Action Ref	Action	Comments
4.10.1	Develop and implement asset management plans	4.10.1.1	Implement Asset Management Plans by ensuring the inclusion of expenditure requirements in the Corporate Business Plan and Long Term Financial Plan	<p>Asset Management Plans for 'transport infrastructure', 'parks, reserves and other infrastructure', 'property infrastructure' and 'plant and equipment' were adopted by Council in June 2016. At the same meeting Council also adopted an Asset Management Strategy. The Asset Management Strategy includes an improvement plan that outlines 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.</p> <p>The strategy document indicates there is currently a shortfall or 'gap' in actual funding (provided in Council's budget) compared to 'whole of life' renewal requirements (as determined using current data held on the assets' age, condition and levels of service provided). The underlying reasons for this 'gap' will need to be analysed to ensure that Council's existing levels of service provided to the community are sustainable. The analysis will 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'.</p>
4.10.2	Periodically review the use of Shire buildings to ensure there use is optimised	4.10.2.1	Periodically review the use of Shire buildings to ensure their use is optimised	<p>Work continued on progressing the various resolutions from the last review held in 2012. Buildings addressed in that review that were continued to be actioned in 2014/15 included the visitor centre, Bridgetown Railway Station, Shire archive shed, Shire Administration Building and the pool.</p>